

MEETING AGENDA



Board of Trustees Meeting

Village of Homewood

July 26, 2022

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 July 12, 2022.

6. Claims List:

Consider a motion to approve the Claims List of Tuesday, July 26, 2022 in the amount of \$246,834.27.

7. Hear from the Audience

8. Omnibus Vote: Consider a motion to pass, approve, authorize, accept, or award the following item(s):

- A. M-2224/Special Use Permit/18036 Gottschalk Avenue/Simply Massage the Wellness Center LLC: Pass an ordinance granting a Special Use Permit for a Salon/Spa Establishment in the B-1 Central Business District for Simply Massage the Wellness Center LLC at 18036 Gottschalk Avenue.
- B. Agreement/Feasibility Study/1221 175th Street/Williams Architects: Authorize the Village President to enter into an agreement with Williams Architects of Itasca, Illinois to conduct a Feasibility Study and Space Needs Assessment for the relocation of the Homewood Police Department and ECOM communication center in the amount of \$93,103; pending final legal review of contract agreement terms by the Village Attorney.
- C. Intergovernmental Agreement/Parcel Purchase/Illinois State Toll Highway Authority: Authorize the Village President to enter into an Intergovernmental Agreement with the Illinois State Toll Highway Authority for the purchase of a parcel identified as T-1A-502.EX and depicted on the attached Exhibit A for an amount not to exceed the appraised value of \$43,000.

- D. Budget Amendment/Acceptance of Proposal/Stanard & Associates Inc.: Approve a budget amendment in the amount of \$13,000; and accept the pricing proposal from Stanard & Associates Inc. of Chicago, IL to perform public safety testing services for police and fire recruitment in an amount not to exceed \$37,419.50.
- E. R-3118/Class 6b Renewal/17730 Hoffman Way/Dedert and Feldco: Pass a resolution supporting and consenting to the renewal of a Class 6b Cook County tax classification for the property located at 17730 Hoffman Way, owned by Prairie Properties LLC.
- F. MC-1062/Amendment to Zoning Code/Veterinary Clinic: Pass an ordinance amending the zoning code to allow the operation of a veterinary clinic in the B-4 Shopping Center District as a special use.
- G. M-2225/Special Use Permit/Veterinary Clinic/17930 Halsted Street/Petco: Pass an ordinance granting a special use permit to operate a veterinary clinic at 17930 Halsted Street in the B-4 Shopping Center zoning district.

9. New Business:

- A. R-3119/Reimbursement/Capital Expenditure: Pass a resolution expressing official intent to reimburse the Village for costs associated with the order and purchase of an ambulance using future proceeds of a bond obligation to be issued by the Village of Homewood in an amount not to exceed \$425,000.
- B. Ambulance Purchase/Foster Coach Sales/SPC Cooperative: Waive competitive bidding requirements and purchase an ambulance through a purchasing cooperative per Section 5.6 of the Village of Homewood Purchasing Policy; and, approve the purchase of a new 2023 Ford F550 4X4 ambulance from Foster Coach Sales, Inc. of Sterling, IL through the Suburban Purchasing Cooperative (SPC) at a cost of \$380,000.
- C. MC-1063/Zoning Ordinance Text Amendment/Places of Public Assembly: Pass an ordinance amending the Homewood Zoning Ordinance eliminating the use category "Places of Worship," creating a new use category "Places of Public Assembly," and revising permitted and special use tables, definitions, and language in the Zoning Ordinance to implement these revisions.

10. General Board Discussion

11. 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 JULY 12, 2022
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 Karen Washington, Trustee Vivian Harris-Jones, and Trustee Jay Heiferman. Trustee Lisa Purcell, Trustee Cece Belue and Trustee Lauren Roman were absent.

President Hofeld introduced staff present: Village Manager Napoleon Haney, Attorney Christopher Cummings, and Police Chief Denise McGrath.

MINUTES: The minutes of the meeting of June 28, 2022, were presented. There were no comments or corrections.

A motion was made by Trustee Washington and seconded by Trustee Harris-Jones to approve the minutes as presented.

Roll Call: AYES—Trustees Washington, Harris-Jones, and Heiferman and President Hofeld. NAYS—None. Motion carried.

CLAIMS LIST: The Claims List in the amount of \$1,180,638.13 was presented. There were no questions from the Trustees.

A motion was made by Trustee Washington and seconded by Trustee Heiferman to approve the Claims List as presented.

Roll Call: AYES—Trustees Washington, Harris-Jones, and Heiferman and President Hofeld. NAYS—None. Motion carried.

President Hofeld said five items totaled 83 percent of the Claims List: \$475,220.01 to the City of Harvey for Lake Michigan water; \$239,688.21 for the July payment for employee insurance; \$86,471.87 to Thorn Creek Basin Sanitary District; \$90,773.58 for E-COM; \$91,396.19 for IRMA.

HEAR FROM THE AUDIENCE: President Hofeld invited anyone in the audience to discuss any item not on the agenda.

Rashard Johnson, president of Advocate South Suburban Hospital addressed the board sharing information of upcoming service changes at the hospital. He said through a Health Needs Assessment, it has been decided to eliminate its maternity delivery services. Expectant mothers are being directed to Advocate Christ Hospital which has one of the best delivery units in Illinois. Pre-natal, post-partum and obstetric care will continue at South Suburban.

The hospital will begin serves in behavioral health. Johnson said the number of people needing these services has been going up and was very evident during the COVID pandemic. The hospital will build a 27-bed facility for in-patient care. Work on the \$20 million facility should begin in January 2023. Johnson said the hospital will also offer outpatient behavioral health services starting later this year.

Omnibus Vote: The board was asked to consider a motion to pass, approve, authorize, accept, or award the following items:

- A. R-3117/Sale of Surplus Real Estate/2052-2066 Ridge Road and 18027 Harwood Avenue: Pass a resolution authorizing the sale of surplus real estate owned by the Village of Homewood located at the northeast corner of Ridge Road and Harwood Avenue with the addresses of 2052-2066 Ridge Road and 18027 Harwood Avenue. The site is available for redevelopment.
- B. Authorize the Village Manager to execute a Separation Agreement with former Assistant Village Manager Justine Bruno who resigned from her position.
- C. M-2223/Donation of Recovered Property: Pass an ordinance authorizing the donation of abandoned, lost or stolen property recovered by the Homewood Police Department to Restoration Ministries, Inc., of Harvey, IL.
- D. Agreement Amendment/Metra/Commuter Lot: Authorize the Village President to enter into an agreement with Metra; specifically, Amendment No.1 to the Interim Agreement for the Operation and Maintenance of a Commuter Parking Facility just north of the Amtrak station on Park Avenue and a License Regarding Encroachment on Metra Property in the Village of Homewood.

A motion was made by Trustee Heiferman and seconded by Trustee Harris-Jones to accept the Omnibus Report as presented.

Roll Call: AYES—Trustees Washington, Harris-Jones, and Heiferman and President Hofeld. NAYS –None. Motion carried.

NEW BUSINESS: Action on Resolution 3118 regarding the purchase of new ambulance with proceeds from a future bond issue was deferred to a future meeting.

GENERAL BOARD DISCUSSION: None.

ADJOURN: A motion was made by Trustee Washington and seconded by Trustee Harris-Jones to adjourn the regular meeting of the Board of Trustees.

Roll Call: AYES—Trustees Washington, Harris-Jones, and Heiferman and President Hofeld. NAYS –None. Motion carried.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Marilyn Thomas

Village Clerk

From: brina [REDACTED]
Date: Tue, Jul 5, 2022, 11:35 PM
Subject: Re: Complaint against the ballad head police in picture
To: <PDadmin@homewoodil.gov>
Cc: tamari nicholas [REDACTED]

They racist profile very very bad in Home wood IL and the African American police are just as worst. Same as with Matteson I'll police the African American is just as worst and what I mean by that. If they have a Caussian partner and they see them doing a African American really bad screaming and hollering at them and arrested them for no reason that's why I think they are just as worst. The Caussian police the way some of them treats African Americans in front of you. Should tell them how they feel about them. If they treat anybody bad but the world knows they treat Minorities worst especially African Americans

My daughter said The police was who pulled me over and was about to give me a warning but that's when the white bald headed police and his black partner pulled her over

On Tue, Jul 5, 2022, 12:39 PM brina [REDACTED] wrote:
I am contacting you to make a complaint on a Homewood police that arrested my daughter 3 in the morning On July 3. My daughter name is Tamari Huff Nicholson. The first police that stopped her looked at her insurance and drivers license And was about to release her with a warning . then another police pulled up.. He was a white officer he started cursing her out screaming at her put handcuffs and had her locked up and send to 26th california.

The people that did her paper work after hearing her story told her that it Was un called for her to be locked up over suspended license. and it seen like she was racist profiled by the second officer.

Although she was caught speeding with a expired license. The second officer wasn't there so he had no reason screaming at her and as she was trying to explain to him the same information she told the first police.

That she lives in Indiana and she had no idea that it was pitch dark in Homewood and she could not see anything and as soon as she cut on her bright lights that's when the police pulled her over . She explained with the covid19 and everything being locked down and she was homeless staying house house with three kids.

One a two year old and a disabled 17 year old and a 8 year old Autism son she forgot about her license being suspend because she don't drive.

When she need things she order it on line and have it delivered.

By her being with her kids 24 hours day 7 days a week her family and friends finally encouraged her to go out and have her time away from the kids

that day was the day she finally went out.

The police din't want to hear any of that he immediately started screaming at her.telling her to stay out IL and keep her bullshit in indiana.

She even offer to take a breathalyzer test. He just kept screaming at her putting his hands on his gun talking about he feel threaten.

Then he put handcuffs on her.

Please stop with the Racial Profiling in Home wood or and State.

My daughter had ob miss taking care of her children because a racist police who used his Power to abuse her he need to be fired asap

<https://isp.illinois.gov/InternalInvestigations/ComplaintProcedures>

<https://openpolice.org/dept/IL-homewood-police-dept>

Daughter number Tamar I Huff Nicholas

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Name	Description	DEPARTMENT	Net Invoice Amount
A BETTER DOOR & DOCK SERV	OVERHEAD DOORS	PUBLIC WORKS	435.00
A BETTER DOOR & DOCK SERV	OVERHEAD DOORS	PUBLIC WORKS	1,102.80
Total A BETTER DOOR & DOCK SERVICES:			1,537.80
ACCURATE EMPLOYMENT SCR	EMPLOYMENT SCREENING SERVICES	MANAGER'S OFFICE	343.23
Total ACCURATE EMPLOYMENT SCREENING LLC:			343.23
AIRGAS USA, LLC	VEHICLE MAINTENANCE DEPARTMENT	PUBLIC WORKS	109.70
Total AIRGAS USA, LLC:			109.70
ALTA CONSTRUCTION EQUIPM	COMPACTOR REPAIR PARTS	PUBLIC WORKS	31.24
Total ALTA CONSTRUCTION EQUIPMENT ILLINOIS LLC:			31.24
ALTA EQUIPMENT COMPANY	WATER DEPT PUMP MOUNTS	PUBLIC WORKS	31.24
Total ALTA EQUIPMENT COMPANY:			31.24
AMAZON CAPITAL SERVICES, I	PROJECT SUPPLIES	MANAGER'S OFFICE	98.97
AMAZON CAPITAL SERVICES, I	STORAGE	MANAGER'S OFFICE	198.99
Total AMAZON CAPITAL SERVICES, INC:			297.96
AMERICAN LAWN CORP LLC	GRASS CUTTING	FIRE DEPARTMENT	424.16
AMERICAN LAWN CORP LLC	GRASS CUTTING	FIRE DEPARTMENT	345.93
AMERICAN LAWN CORP LLC	GRASS CUTTING	FIRE DEPARTMENT	250.00
Total AMERICAN LAWN CORP LLC:			1,020.09
AMERICAN PLANNING ASSOCI	ANNUAL MEMBERSHIP DUES	MANAGER'S OFFICE	446.00
Total AMERICAN PLANNING ASSOCIATION:			446.00
AMERICAN TEST CENTER	LADDER TESTING	FIRE DEPARTMENT	692.00
Total AMERICAN TEST CENTER:			692.00
ANTHONY CARPENTER	WINDOW CLEANING	MANAGER'S OFFICE	40.00
Total ANTHONY CARPENTER:			40.00
AVALON PETROLEUM COMPAN	FUEL - DIESEL	ASSETS	2,968.20
AVALON PETROLEUM COMPAN	FUEL INVENTORY GASOLINE	ASSETS	12,966.00
Total AVALON PETROLEUM COMPANY:			15,934.20
B. ALLAN GRAPHICS	CONTRACTING/CONSULTING	MANAGER'S OFFICE	1,206.00
B. ALLAN GRAPHICS	BUSINESS CARDS	MANAGER'S OFFICE	65.00
B. ALLAN GRAPHICS	BUSINESS CARDS	MANAGER'S OFFICE	65.00
B. ALLAN GRAPHICS	BUSINESS CARDS	MANAGER'S OFFICE	50.00
Total B. ALLAN GRAPHICS:			1,386.00
BLUE COLLAR SUPPLY COMPA	WORK BOOTS	PUBLIC WORKS	238.50

Name	Description	DEPARTMENT	Net Invoice Amount
Total BLUE COLLAR SUPPLY COMPANY:			238.50
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	FIRE DEPARTMENT	346.98
Total BOUND TREE MEDICAL LLC:			346.98
BRITES TRANSPORATION, LTD	SPOIL HAUL OUT	PUBLIC WORKS	8,560.00
BRITES TRANSPORATION, LTD	SPOIL HAUL OUT	PUBLIC WORKS	1,337.50
Total BRITES TRANSPORATION, LTD:			9,897.50
C & M PIPE SUPPLY	VALVE BOX PARTS	PUBLIC WORKS	1,383.00
C & M PIPE SUPPLY	DRAINAGE SYSTEM MATERIALS	PUBLIC WORKS	624.50
C & M PIPE SUPPLY	TRUCK SUPPLIES	PUBLIC WORKS	616.00
Total C & M PIPE SUPPLY:			2,623.50
C & T LAWN AND LANDSCAPE	PRUNING	PUBLIC WORKS	4,542.00
Total C & T LAWN AND LANDSCAPE:			4,542.00
CARLTON MC DOWELL	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	300.00
Total CARLTON MC DOWELL:			300.00
CHEVROLET OF HOMEWOOD	REPAIR PARTS	PUBLIC WORKS	27.00
CHEVROLET OF HOMEWOOD	REPAIR PARTS	PUBLIC WORKS	61.40
CHEVROLET OF HOMEWOOD	STREET DEPARTEMENT SUPPLIES	PUBLIC WORKS	28.83
CHEVROLET OF HOMEWOOD	POLICE DEPT	PUBLIC WORKS	5,600.00
CHEVROLET OF HOMEWOOD	POLICE DEPT	PUBLIC WORKS	2,000.00-
CHEVROLET OF HOMEWOOD	POLICE DEPARTMENT PARTS	PUBLIC WORKS	1,506.43
Total CHEVROLET OF HOMEWOOD:			5,223.66
CHICAGO AREA WATERWAYS	ANNUAL DUES	PUBLIC WORKS	1,557.00
Total CHICAGO AREA WATERWAYS CHLORIDE WKGRP:			1,557.00
COMCAST BUSINESS CORP	FIBER NETWORK	MANAGER'S OFFICE	1,647.52
COMCAST BUSINESS CORP	TELEPHONE SERVICE	MANAGER'S OFFICE	409.35
Total COMCAST BUSINESS CORP:			2,056.87
COMMUNITY FIREFIGHTERS	MABAS FEES - FD	FIRE DEPARTMENT	48.00
Total COMMUNITY FIREFIGHTERS:			48.00
CONCENTRIC INTEGRATION	ANNUAL SUPPORT AND MAINTENANCE	MANAGER'S OFFICE	1,714.86
Total CONCENTRIC INTEGRATION:			1,714.86
CONWAY SHIELD	QUARTERMASTER UNIFORM	FIRE DEPARTMENT	388.16
Total CONWAY SHIELD:			388.16
COOK COUNTY CLERK	RECORDING FEES	MANAGER'S OFFICE	1,496.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total COOK COUNTY CLERK:			1,496.00
CORE & MAIN LP	WATER MAIN REPAIR PARTS	PUBLIC WORKS	1,412.60
Total CORE & MAIN LP:			1,412.60
CTT ELECTRIC	ELECTRICAL INSPECTIONS	FIRE DEPARTMENT	2,340.00
Total CTT ELECTRIC:			2,340.00
CUSTOM PLATE GLASS	PLATE GLASS DOOR	PUBLIC WORKS	1,790.00
Total CUSTOM PLATE GLASS:			1,790.00
D CONSTRUCTION INC.	ASPHALT	PUBLIC WORKS	95.53
D CONSTRUCTION INC.	ASPHALT	PUBLIC WORKS	386.85
Total D CONSTRUCTION INC.:			482.38
DEANNA SCHOONVELD	QUARTERMASTER UNIFORMS	POLICE DEPARTMENT	497.40
Total DEANNA SCHOONVELD:			497.40
DELTA SONIC CAR WASH	POLICE VEHICLE WASHES	PUBLIC WORKS	49.50
Total DELTA SONIC CAR WASH:			49.50
DENISE MCGRATH	DEPARTMENT MEETING SUPPLIES	ASSETS	179.85
Total DENISE MCGRATH:			179.85
DOMINIC RUFFALO IV	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	200.00
Total DOMINIC RUFFALO IV:			200.00
EJ USA, INC.	B-BOXES	PUBLIC WORKS	251.10
EJ USA, INC.	HYDRANT REPAIR PARTS	PUBLIC WORKS	155.12
Total EJ USA, INC.:			406.22
EMS DEPARTMENT	TRAINING	FIRE DEPARTMENT	60.00
Total EMS DEPARTMENT:			60.00
ERIN DENOVA	WATER DEPOSIT REFUND	ASSETS	22.63
Total ERIN DENOVA:			22.63
FIRST MIDWEST BANK/FINANC	LUNCH RECRUITMENT	MANAGER'S OFFICE	129.52
FIRST MIDWEST BANK/FINANC	LUNCH RECRUITMENT	MANAGER'S OFFICE	87.70
Total FIRST MIDWEST BANK/FINANCE:			217.22
FIRST MIDWEST BANK/FIRE	OFFICE SUPPLIES	FIRE DEPARTMENT	34.27
FIRST MIDWEST BANK/FIRE	OFFICE SUPPLIES	FIRE DEPARTMENT	122.58
FIRST MIDWEST BANK/FIRE	TRAINING	FIRE DEPARTMENT	41.00

Name	Description	DEPARTMENT	Net Invoice Amount
FIRST MIDWEST BANK/FIRE	CABLE SERVICE	MANAGER'S OFFICE	4.20
FIRST MIDWEST BANK/FIRE	CABLE SERVICE	MANAGER'S OFFICE	6.30
FIRST MIDWEST BANK/FIRE	PHONE AND INTERNET BCTC	MANAGER'S OFFICE	237.56
FIRST MIDWEST BANK/FIRE	FAX LINES VH	MANAGER'S OFFICE	152.70
FIRST MIDWEST BANK/FIRE	FAX LINES PD/FD	MANAGER'S OFFICE	90.12
FIRST MIDWEST BANK/FIRE	ZOOM	MANAGER'S OFFICE	40.00
Total FIRST MIDWEST BANK/FIRE:			728.73
FIRST MIDWEST BANK/MGRS	REFUND HOTEL FOR ILCMA	MANAGER'S OFFICE	191.29
FIRST MIDWEST BANK/MGRS	OPERATING SUPPLIES	MANAGER'S OFFICE	36.30
FIRST MIDWEST BANK/MGRS	GRAMMARLY SUBSCRIPTION	MANAGER'S OFFICE	72.00
FIRST MIDWEST BANK/MGRS	PROMOTIONS	MANAGER'S OFFICE	2.75
FIRST MIDWEST BANK/MGRS	OPERATING SUPPLIES	MANAGER'S OFFICE	80.93
FIRST MIDWEST BANK/MGRS	PROMOTIONAL SUPPLIES	MANAGER'S OFFICE	126.75
FIRST MIDWEST BANK/MGRS	CABLE SERVICE	MANAGER'S OFFICE	204.62
FIRST MIDWEST BANK/MGRS	OPERATING SUPPLIES	MANAGER'S OFFICE	128.56
FIRST MIDWEST BANK/MGRS	MOVIE ON MARTIN	MANAGER'S OFFICE	9.89
FIRST MIDWEST BANK/MGRS	CABLE SERVICE	MANAGER'S OFFICE	12.61
FIRST MIDWEST BANK/MGRS	PROMOTIONAL SUPPLIES	MANAGER'S OFFICE	2,241.18
FIRST MIDWEST BANK/MGRS	PROMOTIONAL SUPPLIES	MANAGER'S OFFICE	297.60
FIRST MIDWEST BANK/MGRS	PROMOTIONAL SUPPLIES	MANAGER'S OFFICE	591.51
FIRST MIDWEST BANK/MGRS	SUBSCRIPTION	MANAGER'S OFFICE	79.00
FIRST MIDWEST BANK/MGRS	FACEBOOK ADS	MANAGER'S OFFICE	25.00
FIRST MIDWEST BANK/MGRS	MISCELLANEOUS	MANAGER'S OFFICE	58.07
FIRST MIDWEST BANK/MGRS	WELCOME LUNCH	MANAGER'S OFFICE	72.80
FIRST MIDWEST BANK/MGRS	INTERNET HSC	MANAGER'S OFFICE	151.85
FIRST MIDWEST BANK/MGRS	PROMOTIONAL SUPPLIES	MANAGER'S OFFICE	488.11
FIRST MIDWEST BANK/MGRS	EVENT PROMOTIONS	MANAGER'S OFFICE	25.00
FIRST MIDWEST BANK/MGRS	APPLE MUSIC	MANAGER'S OFFICE	9.99
FIRST MIDWEST BANK/MGRS	OPERATING SUPPLIES	MANAGER'S OFFICE	338.62
FIRST MIDWEST BANK/MGRS	OPERATING SUPPLIES	MANAGER'S OFFICE	177.06
Total FIRST MIDWEST BANK/MGRS:			5,038.91
FIRST MIDWEST BANK/POLICE	EVIDENCE SCANNER	POLICE DEPARTMENT	147.00
FIRST MIDWEST BANK/POLICE	BACKGROUND CHECKS	POLICE DEPARTMENT	183.15
FIRST MIDWEST BANK/POLICE	BACKGROUND CHECKS	POLICE DEPARTMENT	149.40
FIRST MIDWEST BANK/POLICE	CLEANING SUPPLIES	POLICE DEPARTMENT	603.59
FIRST MIDWEST BANK/POLICE	TRAINING	POLICE DEPARTMENT	395.00
FIRST MIDWEST BANK/POLICE	OFFICE SUPPLIES	POLICE DEPARTMENT	565.97
Total FIRST MIDWEST BANK/POLICE:			2,044.11
FIRST MIDWEST BANK/PUBLIC	WATER SERVICE	PUBLIC WORKS	124.32
FIRST MIDWEST BANK/PUBLIC	OPERATING SUPPLIES	PUBLIC WORKS	187.94
FIRST MIDWEST BANK/PUBLIC	OPERATING SUPPLIES	PUBLIC WORKS	260.51
FIRST MIDWEST BANK/PUBLIC	STORAGE SOLUTION	PUBLIC WORKS	126.00
FIRST MIDWEST BANK/PUBLIC	OPERATING SUPPLIES	PUBLIC WORKS	354.96
Total FIRST MIDWEST BANK/PUBLIC WORKS:			1,053.73
FLEET SAFETY SUPPLY	POLICE UTILITY ACCIDENT REPAIR PARTS	PUBLIC WORKS	1,443.38
FLEET SAFETY SUPPLY	POLICE UTILITY EQUIPMENT	PUBLIC WORKS	6,080.67
FLEET SAFETY SUPPLY	POLICE UTILITY EQUIPMENT	PUBLIC WORKS	5,847.02
FLEET SAFETY SUPPLY	VEHICLE PARTS	FIRE DEPARTMENT	370.94

Name	Description	DEPARTMENT	Net Invoice Amount
Total FLEET SAFETY SUPPLY:			13,742.01
FORD OF HOMEWOOD	BRAKES	PUBLIC WORKS	276.99
FORD OF HOMEWOOD	POLICE DEPARTMENT UTILITY PARTS	PUBLIC WORKS	58.68
FORD OF HOMEWOOD	ACCIDENT REPAIR	PUBLIC WORKS	19,870.17
Total FORD OF HOMEWOOD:			20,205.84
FOXMARK MARKETING CORPO	OPERATING SUPPLIES	FIRE DEPARTMENT	431.63
Total FOXMARK MARKETING CORPORATION:			431.63
G.W.BERKHEIMER CO INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	3.55
Total G.W.BERKHEIMER CO INC:			3.55
GALLAGHER MATERIAL CORP	ASPHALT	PUBLIC WORKS	719.29
GALLAGHER MATERIAL CORP	ASPHALT	PUBLIC WORKS	91.50
GALLAGHER MATERIAL CORP	ASPHALT	PUBLIC WORKS	431.86
Total GALLAGHER MATERIAL CORP:			1,242.65
GORDON FLESCH CO, INC	MONTHLY PRINTER MAINTENANCE	MANAGER'S OFFICE	80.00
Total GORDON FLESCH CO, INC:			80.00
GRAINGER INC	DEHUMIDIFIER MOTOR	PUBLIC WORKS	216.56
GRAINGER INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	14.73
Total GRAINGER INC:			231.29
GREAT LAKE CONCRETE LLC	STORM WATER	PUBLIC WORKS	275.00
Total GREAT LAKE CONCRETE LLC:			275.00
GUADALUPE MACIAS III	NATIONAL NIGHT OUT ENTERTAINMENT	MANAGER'S OFFICE	750.00
Total GUADALUPE MACIAS III:			750.00
HANNAH ISREAL JOHNSON	FARMERS MARKET	MANAGER'S OFFICE	90.00
Total HANNAH ISREAL JOHNSON:			90.00
HELSEL JEPPERSON ELECTRI	ELECTRICAL SUPPLIES	PUBLIC WORKS	26.04
HELSEL JEPPERSON ELECTRI	ELECTRICAL SUPPLIES	PUBLIC WORKS	72.60
HELSEL JEPPERSON ELECTRI	TRUCK SUPPLIES	PUBLIC WORKS	160.12
HELSEL JEPPERSON ELECTRI	ELECTRICAL SUPPLIES	PUBLIC WORKS	60.75
Total HELSEL JEPPERSON ELECTRICAL:			319.51
HOME CLEANING CENTER OF	OPERATING SUPPLIES	FIRE DEPARTMENT	270.00
Total HOME CLEANING CENTER OF AM:			270.00
HOMEWOOD DISPOSAL	DUMP CHARGES	PUBLIC WORKS	30.00
HOMEWOOD DISPOSAL	ARTISAN STREET FAIR	MANAGER'S OFFICE	450.00

Name	Description	DEPARTMENT	Net Invoice Amount
HOMEWOOD DISPOSAL	DUMP CHARGES	PUBLIC WORKS	77.00
HOMEWOOD DISPOSAL	DUMPSTER	PUBLIC WORKS	175.56
HOMEWOOD DISPOSAL	DUMPSTER	PUBLIC WORKS	165.53
Total HOMEWOOD DISPOSAL:			898.09
HY TEST SAFETY SHOE SERVI	UNIFORM ALLOWANCE	PUBLIC WORKS	194.99
HY TEST SAFETY SHOE SERVI	UNIFORM ALLOWANCE	PUBLIC WORKS	521.97
Total HY TEST SAFETY SHOE SERVICE:			716.96
IEPA	NPDES PERMIT MS4 STORMWATER	PUBLIC WORKS	1,000.00
Total IEPA:			1,000.00
IL CITY/COUNTY MANAGEMENT	RECRUITMENT	MANAGER'S OFFICE	50.00
Total IL CITY/COUNTY MANAGEMENT ASSOC.:			50.00
IL MUNICIPAL LEAGUE	RECRUITMENT	MANAGER'S OFFICE	35.00
Total IL MUNICIPAL LEAGUE:			35.00
ILLINOIS CENTRAL SWEEPING	STREET SWEEPING	PUBLIC WORKS	810.00
ILLINOIS CENTRAL SWEEPING	STREET SWEEPING	PUBLIC WORKS	810.00
Total ILLINOIS CENTRAL SWEEPING:			1,620.00
INTERSTATE BATTERY	VEHICLE MAINTENANCE	PUBLIC WORKS	581.85
INTERSTATE BATTERY	POLICE DEPARTMENT PARTS	PUBLIC WORKS	114.95
Total INTERSTATE BATTERY:			696.80
J & G TOOL SALES INC	VEHICLE MAINTENANCE	PUBLIC WORKS	185.36
Total J & G TOOL SALES INC:			185.36
JEFFREY MAHARRY	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	300.00
Total JEFFREY MAHARRY:			300.00
KANKAKEE TRUCK EQUIPMEN	LIFT GATE MOTOR	PUBLIC WORKS	258.62
Total KANKAKEE TRUCK EQUIPMENT:			258.62
KEVIN KAISER	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	475.72
Total KEVIN KAISER:			475.72
KIRK LINDSTROM	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	100.00
Total KIRK LINDSTROM:			100.00
KRISTI LYNN ALSIP	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	200.00
Total KRISTI LYNN ALSIP:			200.00

Name	Description	DEPARTMENT	Net Invoice Amount
LANER MUCHIN, LTD	RETAINER/LABOR RELATIONS	MANAGER'S OFFICE	3,813.58
Total LANER MUCHIN, LTD:			3,813.58
LATOYA R CARRAWAY	PLUMBING INSPECTIONS	FIRE DEPARTMENT	80.00
Total LATOYA R CARRAWAY:			80.00
LAUTERBACH & AMEN LLP	AUDIT WORK	MANAGER'S OFFICE	21,815.00
Total LAUTERBACH & AMEN LLP:			21,815.00
LEEPS SUPPLY CO INC	PLUMBING REPAIR SUPPLIES	PUBLIC WORKS	291.14
Total LEEPS SUPPLY CO INC:			291.14
LOTT #1 INC	PRISONER MEALS	POLICE DEPARTMENT	156.99
Total LOTT #1 INC:			156.99
LOUISE WOLF	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	430.40
Total LOUISE WOLF:			430.40
M E SIMPSON CO INC	WATER LEAK DETECTION	PUBLIC WORKS	770.00
Total M E SIMPSON CO INC:			770.00
MACKAY METERS, INC.	PAY STATION KIOSK	PUBLIC WORKS	19,990.00
Total MACKAY METERS, INC. :			19,990.00
MAREN RONAN	LOBBYING SERVICES	MANAGER'S OFFICE	3,000.00
Total MAREN RONAN:			3,000.00
MARK SHEEHY	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	100.00
Total MARK SHEEHY:			100.00
MENARDS INC	DEHUMIDIFIERS	PUBLIC WORKS	336.98
MENARDS INC	OPERATING SUPPLIES	PUBLIC WORKS	23.98
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	16.73
MENARDS INC	OPERATING SUPPLIES	PUBLIC WORKS	21.07
MENARDS INC	OPERATING SUPPLIES	PUBLIC WORKS	74.54
MENARDS INC	WATER PLANT REPAIR PARTS	PUBLIC WORKS	133.07
MENARDS INC	WATER PLANT REPAIRS	PUBLIC WORKS	20.01
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	47.59
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	14.21
MENARDS INC	STORM WATER	PUBLIC WORKS	62.54
MENARDS INC	POLICE DEPARTMENT REMODEL	PUBLIC WORKS	36.32
MENARDS INC	POLICE DEPARTMENT REMODEL	PUBLIC WORKS	542.45
MENARDS INC	POLICE DEPARTMENT REMODEL	PUBLIC WORKS	72.75
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	22.45
MENARDS INC	OPERATING SUPPLIES	PUBLIC WORKS	38.97
MENARDS INC	FENCE HARDWARE	PUBLIC WORKS	49.99
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	12.93

Name	Description	DEPARTMENT	Net Invoice Amount
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	90.46
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	30.90
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	92.96
MENARDS INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	51.04
MENARDS INC	BUILDING MAINTENANCE SUPPLIES PAINT	PUBLIC WORKS	167.19
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	11.97
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	54.57
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	42.82
MENARDS INC	VEHICLE MAINT DEPARTMENT SUPPLIES	PUBLIC WORKS	7.98
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	58.96
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	7.72
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	29.83
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	17.44
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	34.08
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	24.39
Total MENARDS INC:			2,248.89
METROPOLITAN MAYORS CAU	2022 CAUCUS DUES	MANAGER'S OFFICE	875.84
Total METROPOLITAN MAYORS CAUCUS:			875.84
MICHAEL NICKOLAOU	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	152.32
Total MICHAEL NICKOLAOU:			152.32
MODE EVENTS LLC	NATIONAL NIGHT OUT ENTERTAINMENT	MANAGER'S OFFICE	670.00
Total MODE EVENTS LLC:			670.00
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	200.98
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	73.92
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	34.52
MONARCH AUTO SUPPLY	A/C FREON	PUBLIC WORKS	119.97
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	216.20
MONARCH AUTO SUPPLY	PARTS RETURN CREDIT	PUBLIC WORKS	406.44
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	76.44
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE	PUBLIC WORKS	13.76
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE SUPPLIES	PUBLIC WORKS	31.92
MONARCH AUTO SUPPLY	VEHICLE MAINTENANCE SUPPLIES	PUBLIC WORKS	91.30
MONARCH AUTO SUPPLY	VEHICLE MAINT DEPARTMENT SUPPLIES	PUBLIC WORKS	43.07
MONARCH AUTO SUPPLY	POLICE DEPARTMENT MAINTENANCE	PUBLIC WORKS	156.79
MONARCH AUTO SUPPLY	VEHICLE MAINT DEPARTMENT SUPPLIES	PUBLIC WORKS	8.79
Total MONARCH AUTO SUPPLY:			661.22
MOTOROLA SOLUTIONS, INC	COMMUNICATIONS EQUIPMENT	FIRE DEPARTMENT	227.50
MOTOROLA SOLUTIONS, INC	COMMUNICATIONS EQUIPMENT	FIRE DEPARTMENT	713.94
Total MOTOROLA SOLUTIONS, INC:			941.44
MUNICIPAL CODE CORPORATI	CODIFICATION OF 2021 ORDINANCES	MANAGER'S OFFICE	1,699.07
Total MUNICIPAL CODE CORPORATION:			1,699.07
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES	POLICE DEPARTMENT	119.96
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES	POLICE DEPARTMENT	763.46

Name	Description	DEPARTMENT	Net Invoice Amount
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES	POLICE DEPARTMENT	201.12
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES	POLICE DEPARTMENT	870.15
Total MUNICIPAL COLLECTION SERVICES:			1,954.69
P F PETTIBONE CO	PARKING/COMPLIANCE TICKETS	POLICE DEPARTMENT	1,763.44
Total P F PETTIBONE CO:			1,763.44
RED WING BUSINESS ADVANT	WORK BOOTS	PUBLIC WORKS	416.97
Total RED WING BUSINESS ADVANTAGE:			416.97
RELIABLE ASPHALT CORPORA	STONE	PUBLIC WORKS	1,962.09
RELIABLE ASPHALT CORPORA	STONE	PUBLIC WORKS	1,091.99
Total RELIABLE ASPHALT CORPORATION:			3,054.08
RELIANCE SAFETY LANE & SE	VEHICLE SAFETY INSPECTION	PUBLIC WORKS	415.00
Total RELIANCE SAFETY LANE & SERVICE:			415.00
ROBERT UTTER	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	528.00
Total ROBERT UTTER:			528.00
RONALD J. NIXON	FARMERS MARKET WEAR	MANAGER'S OFFICE	45.00
Total RONALD J. NIXON:			45.00
RR MULCH & SOIL, LLC	BLACK DIRT	PUBLIC WORKS	90.00
RR MULCH & SOIL, LLC	BLACK DIRT	PUBLIC WORKS	120.00
Total RR MULCH & SOIL, LLC:			210.00
SAFETY KLEEN	PARTS AND BRAKE WASHER SERVICE	PUBLIC WORKS	563.08
Total SAFETY KLEEN:			563.08
SARAH JOHANNA MEEKS	EVENTS CONTRACTUAL	MANAGER'S OFFICE	945.00
Total SARAH JOHANNA MEEKS:			945.00
SCHINDLER ELEVATOR CORPO	ELEVATOR MAINTENANCE	PUBLIC WORKS	450.00
Total SCHINDLER ELEVATOR CORPORATION:			450.00
SCOTT NIEKELSKI	FARMERS MARKET ENTERTAINMENT	MANAGER'S OFFICE	75.00
Total SCOTT NIEKELSKI:			75.00
SEBIS DIRECT, INC	SEBIS DIRECT JUNE 2022	PUBLIC WORKS	699.82
Total SEBIS DIRECT, INC:			699.82
SERVICE SANITATION, INC	PORTABLE SANITATION	MANAGER'S OFFICE	290.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total SERVICE SANITATION, INC:			290.00
SHEPLEY MOTOR EXPRESS	STONE	PUBLIC WORKS	2,736.26
Total SHEPLEY MOTOR EXPRESS:			2,736.26
SHERWIN INDUSTRIES INC	DELINEATORS	PUBLIC WORKS	18,694.03
Total SHERWIN INDUSTRIES INC:			18,694.03
SHERWIN WILLIAMS	PAINT	PUBLIC WORKS	61.42
Total SHERWIN WILLIAMS:			61.42
SOUND INCORPORATED	50% ANNUAL MAINT SECURITY CAMERAS	MANAGER'S OFFICE	2,956.50
SOUND INCORPORATED	MONTHLY SERVICE FEE	MANAGER'S OFFICE	495.00
Total SOUND INCORPORATED:			3,451.50
SOUTH SUBURBAN HUMANE S	ANIMAL IMPOUND FEES	POLICE DEPARTMENT	50.00
Total SOUTH SUBURBAN HUMANE SOCIETY:			50.00
STANARD & ASSOCIATES INC.	POLICE APPLICANT PSYCHOLOGICAL EXAM	MANAGER'S OFFICE	900.00
Total STANARD & ASSOCIATES INC.:			900.00
STANDARD EQUIPMENT CO	STREET DEPARTMENT VEHICLE PARTS	PUBLIC WORKS	649.27
Total STANDARD EQUIPMENT CO:			649.27
STRUCTURAL TECHNOLOGIES	BUILDING INSPECTION	PUBLIC WORKS	2,450.00
Total STRUCTURAL TECHNOLOGIES INC:			2,450.00
SUBURBAN LABORATORIES IN	WATER CORROSION STUDY	PUBLIC WORKS	13,318.80
SUBURBAN LABORATORIES IN	WATER CORROSION STUDY	PUBLIC WORKS	11,868.80
Total SUBURBAN LABORATORIES INC:			25,187.60
SWIFT SAW & TOOL SUPPLY	VEHICLE MAINTENANCE DEPTARTMENT SUPPLIES	PUBLIC WORKS	901.18
Total SWIFT SAW & TOOL SUPPLY:			901.18
T.P.I.	PLAN REVIEWS	FIRE DEPARTMENT	2,795.40
Total T.P.I.:			2,795.40
TIFCO INDUSTRIES INC	OPERATING SUPPLIES	PUBLIC WORKS	298.91
Total TIFCO INDUSTRIES INC:			298.91
TMW TOWING ,INC	LIFT STATION REPAIR	PUBLIC WORKS	450.00
Total TMW TOWING ,INC:			450.00

Name	Description	DEPARTMENT	Net Invoice Amount
TRACE ANALYTICS INC	BREATHING APPARATUS - FD	FIRE DEPARTMENT	18.97
TRACE ANALYTICS INC	BREATHING APPARATUS - FD	FIRE DEPARTMENT	89.90
Total TRACE ANALYTICS INC:			108.87
TREASURER STATE OF ILLINOI	TRAFFIC SIGNAL MAINTANENCE	PUBLIC WORKS	2,701.53
Total TREASURER STATE OF ILLINOIS:			2,701.53
TRL TIRE SERVICE	POLICE PATROL TIRES	PUBLIC WORKS	811.36
Total TRL TIRE SERVICE:			811.36
TRONC	LEGAL NOTICES	MANAGER'S OFFICE	421.50
Total TRONC:			421.50
TRUGREEN	WEED CONTROL	PUBLIC WORKS	35.00
TRUGREEN	WEED CONTROL	PUBLIC WORKS	73.00
TRUGREEN	WEED CONTROL	PUBLIC WORKS	37.00
TRUGREEN	WEED CONTROL	PUBLIC WORKS	137.00
TRUGREEN	WEED CONTROL	PUBLIC WORKS	112.00
Total TRUGREEN:			394.00
USA BLUEBOOK	LOCATE PAINT	PUBLIC WORKS	341.74
USA BLUEBOOK	CHLORINE SAMPLE SUPPLIES	PUBLIC WORKS	185.02
Total USA BLUEBOOK:			526.76
UTERMARK & SONS	GRASS CUTTING	FIRE DEPARTMENT	25.00
UTERMARK & SONS	GRASS CUTTING	FIRE DEPARTMENT	127.14
Total UTERMARK & SONS:			152.14
VERIZON CONNECT NWF INC.	PUBLIC WORKS NETWORK GPS TRACKING	PUBLIC WORKS	249.47
Total VERIZON CONNECT NWF INC.:			249.47
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	MANAGER'S OFFICE	200.48
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	87.03
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	77.46-
Total WAREHOUSE DIRECT OFFICE PDTS:			210.05
WENTWORTH TIRE SERVICE IN	VEHICLE TIRES	FIRE DEPARTMENT	230.00
Total WENTWORTH TIRE SERVICE INC:			230.00
WEX HEALTH, INC	JUNE FSA TPA FEE	MANAGER'S OFFICE	293.25
Total WEX HEALTH, INC:			293.25
Grand Totals:			246,834.27

Name	Description	DEPARTMENT	Net Invoice Amount
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Dated: _____

Village Clerk: _____



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

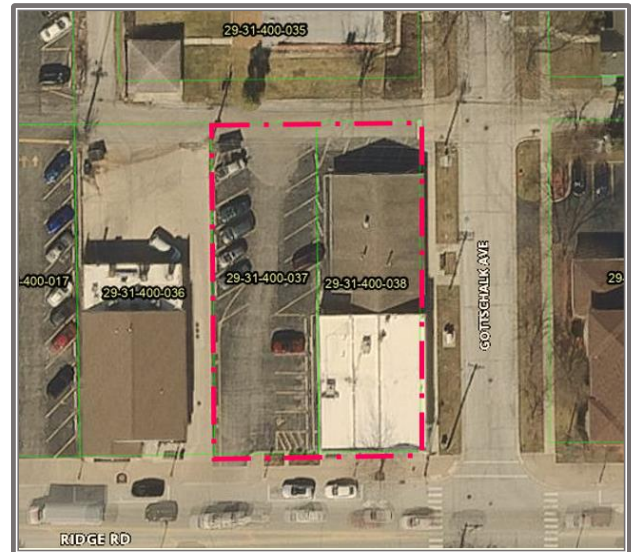
From: Angela Mesaros, Director of Economic and Community Development

Topic: Special Use Permit for a Salon/Spa Establishment in B-1 Central Business District for Simply Massage the Wellness Center, LLC at 18036 Gottschalk Avenue

PURPOSE

The applicant, Katrina Guthrie, is requesting a Special Use Permit to operate a Salon/Spa in the B-1 Central Business District to relocate her business, Simply Massage the Wellness Center LLC from its current location at 18154 Harwood Avenue, also in the B-1 Central Business District. The proposed business will occupy approximately 1,430 s.f. of the existing multi-tenant building that fronts both Gottschalk Avenue and Ridge Road.

The Homewood Zoning Ordinance classifies massage therapy as a salon/spa use, which is a special use in the B-1 Central Business District. The special use permit process allows for careful evaluation of each requested permit individually to consider the impact of the proposed use on neighboring properties and the public need for the proposed use at the subject location.



PROCESS

In 2013, the applicant was granted a Special Use Permit for the current business operating at 18154 Harwood Avenue, and the applicant has operated Simply Massage at that location for the past nine years. The applicant has applied for a special use permit in order to move the business to a new location.

On July 14, 2022, the Planning and Zoning Commission considered the request for a special use permit at a public hearing. Four commission members were present and voted unanimously to recommend approval of the special use permit for Simply Massage at 18036 Gottschalk Avenue.



While considering the request for a special use permit, the Planning and Zoning Commission discussed the fact that the subject property is two parcels in common ownership (PINs 29-31-400-037 and -038). The building is located on one parcel (-038) with the parking lot located on the other parcel (-037). Both parcels are currently considered a consolidated value by Cook County and neither can be developed on its own, as the parking is necessary to support the businesses. Consolidating the lots would ensure the continued orderly development of land in Homewood and guard against misapplication of the code.

The commission members supported the Staff recommendation to consolidate the lots in common ownership into a single parcel, but felt that the property owner should submit an application for a lot consolidation for the two parcels, separate from the approval of the special use permit. Staff will work with the property owner to complete an application and process the lot consolidation according to the procedures of the Municipal Code of Ordinances.

OUTCOME

The Planning and Zoning Commission reviewed the application, heard testimony by the applicant and one member of the public, and considered the applicant's response to the Standards for a Special Use (attached). The following Findings of Fact were incorporated into the record:

1. The subject property is located at 18036 Gottschalk Avenue.
2. The applicant, Katrina Guthrie, is the business owner; and, the property owner, Patrick Brady, has consented to the application.
3. A salon/spa is a special use in the B-1 Central Business District and the proposed massage therapy business is classified as a salon/spa by the Definitions (Sec. 44-04) of the Homewood Zoning Ordinance.
4. The subject property is within the Downtown Overlay District, as identified in the 2004 Village of Homewood Downtown Master Plan.
5. The applicant requests a Special Use Permit for a Salon/Spa Establishment in the B-1 Central Business District to operate a business providing personal services for massage therapy.
6. The proposed establishment will include two treatment rooms (approximately 440 s.f.) and approximately 1,025 s.f. of space classified as a professional office for small group counseling/therapy services and display of artwork.
7. The proposed establishment requires nine parking spaces per Table 44-487.2 Parking Requirements.
8. The subject property includes 23 off-street parking spaces and 42 on-street parking spaces within 300' thereby meeting the needs of the proposed establishment and other uses at the subject property, as allowed by Section 44-208.a(3) Shared Parking in the Downtown Overlay District.
9. The subject property is comprised of two parcels in common ownership, which should be consolidated into one parcel.



FINANCIAL IMPACT

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

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Pass an ordinance granting a Special Use Permit for a Salon/Spa Establishment in the B-1 Central Business District for Simply Massage the Wellness Center, LLC at 18036 Gottschalk Avenue.

ATTACHMENT(S)

Ordinance

ORDINANCE NO. M - 2224

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
TO ALLOW THE OPERATION OF A SALON/SPA ESTABLISHMENT FOR
“SIMPLY MASSAGE, THE WELLNESS CENTER, LLC”
AT 18036 GOTTSCHALK AVENUE, HOMEWOOD, COOK COUNTY, ILLINOIS**

WHEREAS, 65 ILCS 5/11-13-1.1 authorizes the granting of a special use by passage of an Ordinance; and

WHEREAS, Katrina Guthrie, proprietor of “Simply Massage, the Wellness Center, LLC” has requested a special use permit for a salon/spa establishment to operate a massage therapy establishment at 18036 Gottschalk Avenue; and

WHEREAS, Patrick Brady, owner of the subject property has authorized such request for a special use; and

WHEREAS, this business is classified in the Homewood Zoning Ordinance as a special use in the B-1 Central Business District; and

WHEREAS, the Homewood Planning and Zoning Commission reviewed and considered the request at its regular meeting on July 14, 2022 and by a vote 4-0 unanimously recommended approval of the requested special use; and

WHEREAS, the President and Board of Trustees of the Village of Homewood, Cook County, Illinois deem it appropriate and are willing to grant a special use permit, subject to the terms and provisions hereof.

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

SECTION ONE – INCORPORATION OF RECITALS:

The above recitals are incorporated into this ordinance as if fully restated here.

SECTION TWO – FINDINGS OF FACT:

1. The subject property is located at 18036 Gottschalk Avenue.
2. The applicant, Katrina Guthrie, is the business owner; and the property owner, Patrick Brady, has consented to the application.
3. A salon/spa is a special use in the B-1 Central Business District and the proposed massage therapy business is classified as a salon/spa by the Definitions (Sec 44-04) of Homewood Zoning Ordinance.
4. The subject property is within the Downtown Overlay District, as identified in the 2004 Village of Homewood Downtown Master Plan.
5. The applicant requests a Special Use Permit for a Salon/Spa Establishment in the B-1 Central Business District to operate a business providing services for massage therapy.
6. The proposed establishment will include two treatment rooms (approximately 440 sf) and approximately 1,025 sf of space classified as a professional office for small group counseling/therapy services and display of artwork.
7. The proposed establishment requires nine parking spaces per Table 44-487.2 of the Homewood Zoning Ordinance, "Parking Requirements."
8. The subject property includes 23 off-street parking spaces and 42 on-street parking spaces within 300' thereby meeting the needs of the proposed establishment and other uses at the subject property, as allowed by Section 44-208.a(3) of the Homewood Zoning Ordinance, "Shared Parking in the Downtown Overlay District."
9. The subject property is comprised of two parcels in common ownership, which should be consolidated into one parcel.

SECTION THREE – LEGAL DESCRIPTION:

The subject property is legally described as follows:

Lots 2 and 3 in Robertson and Young's Second Addition to Homewood, being a subdivision of the Northwest 1/4 of the Southeast 1/4 of Section 31, Township 36 North, Range 14 East of the Third Principal Meridian in Cook County, IL.

Permanent Index Number: 29-31-400-038-0000 and 29-31-400-037-0000

Common Address: 18036 Gottschalk Avenue
Homewood, IL 60430

SECTION FOUR – ISSUANCE OF SPECIAL USE PERMIT:

A special use permit is hereby granted to Katrina Guthrie to operate a salon/spa establishment for massage therapy at the above-described property.

SECTION FIVE – DOCUMENTS TO BECOME A PART OF THIS ORDINANCE:

The following documents are hereby made part of this Ordinance:

The Homewood Planning and Zoning Commission minutes of July 14, 2022, as they relate to the subject zoning.

The Homewood Village Board minutes of July 26, 2022, as they relate to this ordinance.

SECTION SIX – RECORDING:

The Village Attorney shall cause this Ordinance without attachments to be recorded in the Office of the Cook County Clerk – Recording Division.

PASSED and APPROVED this 26th day of July 2022.

Village President

Village Clerk

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



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: John D. Schaefer, Director of Public Works

Topic: Feasibility Study and Space Needs Assessment for Police/9-1-1 Dispatch Services – Police Facility Relocation to 1221 175th Street

PURPOSE

Earlier this year, the Village acquired the vacant building at 1221 175th Street located within the Northeast Tax Increment Financing (TIF) district. Staff was tasked with completing a feasibility and analysis study to determine whether the current police facility could be relocated to the 1221 175th Street building and be co-located with the Emergency Communication dispatch center (ECOM). ECOM is currently located at 1154 Ridge Road in Homewood. To initiate this evaluation and analysis, the Public Works Department advertised a Request for Qualifications (RFQ) to identify a professional architectural, design, and construction firms that could conduct a feasibility study with a space needs analysis for the Homewood Police Department. After thoroughly vetting of several engineering/architect firms, staff is requesting authorization to engage Williams Architects of Itasca, Illinois to complete the feasibility and analysis.

PROCESS

The *Feasibility Study and Space Needs Assessment for Police Services and Public Safety Facility Relocation* will determine the viability of relocating the current police station and the ECOM dispatch center into an existing two-story building that was recently acquired by the Village. The purpose of the study is to assess current conditions of the existing space and the future space needs of the Police Department and the ECOM dispatch center, to include:

1. Relocating the current single-story police station to an existing two-story building owned by the Village.
2. Relocating a regional Emergency Dispatch Center into an existing two-story building owned by the Village.
3. Maintaining the existing single-story police station with any additions/remodeling to accommodate the future needs of the department.

The evaluation and selection team consisted of the Village Manager, Public Works Director, Police Chief, and ECOM's Executive Director. The Village of Homewood held interviews on June 13th and 14th with five well-qualified firms. The firms interviewed were Dewberry Architects Inc. of Elmhurst, IL; Williams Architects of Itasca, IL; Shive-Hattery Architecture Engineering of



Chicago, IL; FGM Architects of Chicago, IL; and, the Linden Group Architects Inc. of Orland Park, IL. The evaluation and selection team vetted the firm's qualifications and interviewed three finalists. After extensive discussion and consideration, staff found the qualifications of Williams Architects of Itasca, Illinois to be well-suited for the project.

OUTCOME

Specific issues that will be addressed as part of the project's scope will include:

1. Does the 1221 175th Street building have sufficient space for the Police Department in its current size and for future expansion?
2. Would the second floor of the building accommodate the ECOM dispatch center?
3. Is there space for a building addition to include a sally port, detention area, and vehicle storage garage?
4. Will the gun range be a separate structure on site or inside the proposed building addition(s)?
4. What structural improvements are required to renovate an office building into a state-of-the-art police station to serve the Village for the next 50+ years?
5. Is there enough area for parking and site circulation?
6. What is the cost of the proposed renovations and additions?
7. What will the current police station be used for if the Police Department is relocated to 175th Street?
8. If the existing building would not accommodate the Police Department and ECOM, or the cost to renovate is prohibitive, what is the cost to tear down the building and build a new facility?

Other ideas that have been discussed will not be studied at this time. Over the course of the study, if it is determined that additional ideas should be evaluated, we will address those at the proper time.

Proposed fees to provide the above phase 1 services:

Step I. PROJECT KICK-OFF / DATA COLLECTION

Lump sum fee of	\$13,746.00
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Step II. STAFFING, VEHICLE, AND EQUIPMENT PROJECTIONS

Lump sum fee of	\$3,604.00
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Step III. SPACE PROGRAMMING

Lump sum fee of	\$12,296.00
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VILLAGE OF HOMEWOOD

Item 8. B.



Step IV. EXISTING CONDITIONS ANALYSIS

Lump sum fee of \$6,802.00

Step V. CONCEPT DESIGN

Lump sum fee of \$14,329.00

Step VI. PUBLIC REVIEW AND VILLAGE BOARD PRESENTATIONS

Lump sum fee of \$4,548.00

Step VII. FINAL DOCUMENTATION

\$5,730.00

Step VIII. CONSULTING ENGINEERS

Lump sum fee of \$32,048.00

TOTAL PHASE 1 FEE:

\$93,103.00

FINANCIAL IMPACT

Funds in the Northeast TIF of \$1,120,600* can cover the cost of this work.

- **Funding Source:** Northeast TIF
- **Budgeted Amount:** N/A
- **Cost:** \$93,103

**figure taken from the 4/30/2021 audit*

LEGAL REVIEW

Pending

RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an agreement with Williams Architects of Itasca, Illinois for professional services to conduct a Feasibility Study and Space Needs Assessment for the relocation of the Homewood Police Department and ECOM communication center in the amount of \$93,103., pending final legal review of contract agreement terms by the Village Attorney.

ATTACHMENT(S)

Detailed Scope of Services



19 July 2022

Mr. John Schafer
Director of Public Works
Village of Homewood
17755 Ashland Avenue
Homewood, IL 60430

Re: Village of Homewood
Feasibility Study and Space Needs Assessment for Police Services and Public Facility Relocation
WA Project BD No. 2022-340

Dear John:

Thank you for selecting Williams Architects to provide professional architectural services consisting of a feasibility study and space needs assessment as well as full Basic Design and Construction services for the Police Department.

Please find enclosed a summary of the business terms associated with the proposed scope of work, services, schedule, fee and Agreement understanding highlights to provide Professional Services to the Village of Homewood. Please refer to the pages that follow for additional details.

PROJECT BACKGROUND & UNDERSTANDING OF PROJECT SCOPE

The proposed services within this proposal will provide the Village of Homewood with the proper information to make informed decisions on the Police Services and Public Facility Relocation project.

We understand that, as part of this project, we will explore a variety of options for the highest and best use of the recently purchased building at 1221 175th Street. The purpose of this study is to conduct a space needs analysis for the Police Department, to determine if relocating the department to the existing site on 175th Street is feasible, and then to provide final design and construction services for the resulting project. It is recognized that if the Police Department relocates their operations to this new site, additional space will be required for the Sally Port, Detention Area and a new Shooting Range.

Specific issues that will be addressed as part of this project will include:

1. Can the current police department fit into the 1221 175th Street building?
2. Will ECOM fit onto the second floor of the building?
3. Is there space for an addition for a sally port, detention area and a vehicle storage garage?
4. Will the gun range be a separate structure on site or within the proposed building addition(s)?
5. What structural improvements are required to renovate an office building into a state of the art police station to serve the Village for the next 50+ years?
6. Is there enough area for parking and site circulation?
7. What is the cost of the proposed renovations and additions?
8. What will the old police station be used for if the police department is relocated to 175th Street?
9. If the police and ECOM will not fit into the existing building, or the cost to renovate is prohibitive, what is the cost to tear down the building and build an all new facility?

Other ideas that have been discussed, such as the possible Performing Arts Center, will not be studied at this time. If during this study it is determined that additional ideas should be looked at, we will address those ideas at the proper time.

This proposal is for the Phase 1 portion of the project, Pre-Design, as the result of the Phase 1 project will determine the scope, budget, timeline and project delivery method for the Phase 2 Design and Construction Services portion of the project. At the completion of the Phase 1 project, and with direction from the Village to move forward with Phase 2 services, we will prepare a separate proposal for the design and construction services.

PROJECT TEAM MEMBERS

The following members represent the Williams Architects critical Management Team. However, the services of many other talented professional and technical staff beyond those noted herein will also be utilized:

- Mark Bushhouse / Principal-in-Charge (Williams Architects / WA)
- Andy Dogan / Senior Principal (Williams Architects / WA)
- Marc Rohde / Senior Project Manager (Williams Architects / WA)

With the above in mind, our proposed Phase 1 project scope and services are as follows:

PHASE 1 – PRE-DESIGN SERVICES

Step I. Project Kick-Off / Data Collection

- A. Review planning process with Village staff prior to beginning work:
 1. Who will be involved, and what are their roles?
 2. Who are the point persons for the Village and Williams?
 3. What goals does the Village have for this project?
 4. Overall schedule and Village Board meetings to target?
 5. What information is available and has yet to be conveyed?
 6. Other relevant information, recent events or expectations that will guide and/or influence this study.
- B. Receive and review existing facility floor and site plans of the current 1221 175th Street Building and site, as well as the existing Police Station and site.
- C. Draft existing 175th Street Building and Police Station in AutoCAD.
- D. Field visit existing 175th Street Building and Police Station to verify existing conditions.
- E. Final revisions to existing 175th Street Building and Police Station AutoCAD drawings.
- F. Analyze staff provided information regarding current and future estimated growth of staff and functional changes of the Police Department and ECOM.
- G. Create a Meeting Matrix to lay out the expected meetings for the study and a Project Directory of the involved organizations and persons.
- H. Kick-Off Meeting with key stakeholders. (Meeting #1).
- I. Meeting minutes.
- J. General project management.

Step II. Staffing, Vehicle and Equipment Projections

- A. Host a meeting to include the following tasks (Meeting #2):

- a. Review with staff the past and current staffing levels for Police Department and ECOM personnel. Compare and contrast the changing staffing levels with services provided by the Village, trends in how services are provided, the economy, community needs, and expectations.
 - b. Review staff provided organizational charts based upon current authorized staffing levels, estimated staffing in 10 – 15 years, and one for 25 year / ultimate build-out.
 - c. Williams Architects to guide the Village in terms of trends in municipal staffing, and the expected growth and change for the Village of Homewood. A spreadsheet that shows the Village's current and estimated future staffing will be created.
- B. Based on discussion at Meeting #2, develop a proposed vehicle spreadsheet showing current and proposed Police and ECOM vehicles for inclusion in an enclosed heated vehicle storage garage.
 - C. Based on discussion at Meeting #2, develop a proposed current and future staffing spreadsheet for the Police Department and ECOM.
 - D. Submit both spreadsheets to the Village for approval.
 - E. Meeting minutes.

Step III. Space Programming

- A. Staff Input Meetings with Police, ECOM and Village staff to gather their input regarding the space needs for all the people, functions, storage needs, public uses, vehicles, and equipment necessary at the new Police Station (Meeting #3).
- B. Meeting minutes.
- C. Develop a Draft Site and Building Space Program that lists potential spaces that could be needed which leads to the overall needed size of the building as well as site requirements. The room sizes will be given at a range of sizes for this first Draft Site and Building Space Program. Plan for the required staff, patrol, and visitor vehicle parking requirements.
- D. Meet with Police, ECOM and Village staff to review the Draft Site and Building Space Program. Revisions as needed to the proposed program will be discussed at the meeting (Meeting #4).
- E. Meeting minutes.
- F. Develop a Revised Site and Building Space Program, based on feedback of the first draft.
- G. Meet with Police, ECOM and Village staff to review the Revised Site and Building Space Program and discuss any final revisions needed (Videoconference Meeting #5).
- H. Meeting minutes.
- I. Develop Final Site and Building Space Program.
- J. Final meeting with Police, ECOM and Village staff to present the Final Space Needs Program (Meeting #6). Submission of final document to Police, ECOM and Village to receive approval.

Step IV. Existing Conditions Analysis

- A. Perform a general architectural / ADA overview of the condition of the 175th Street building in terms of exterior envelope, interior finishes, parking and drive areas, etc. This will serve as a starting point to determine what kind of costs are required to update the building to a Police Station.
- B. Perform a general architectural / ADA overview of the condition of the existing Police Station in terms of exterior envelope, interior finishes, parking and drive areas, etc. This will serve as a starting point to determine what kind of costs are required to renovate the existing building assuming that the police department relocates to 175th Street.
- C. Structural inspection of the 175th Street building and review of existing drawings to determine the capacity to become a Police Station, both from a structural system capability as well as including a tornado shelter.
- D. Structural inspection of the existing Police Station and review of existing drawings to determine the capacity to have a second floor added onto the building, in the event that the 17th Street building does not become the new Police Station.

- E. Civil engineering analysis of both sites, the existing Police Station as well as the 175th Street building, in terms of parking, stormwater detention, site access and circulation and condition of existing hardscape.
- F. Creation of written report outlining each of the two buildings' condition, our findings and recommendations.
- G. Review findings and recommendations with the Police Department, ECOM and Village (Meeting #7).
- H. Meeting minutes.

Step V. Concept Design

- A. Design three (3) Site/Building Conceptual Layout options for the following:
 - 1. Additions and remodeling to the 175th Street building and site.
 - 2. Construction of an all-new facility on the 175th Street site.
 - 3. Construction of an expanded facility (second floor) on the existing Police Station (if structurally feasible).
- B. Cost estimates for three (3) options (working with Harbour Construction).
- C. Meeting with staff to review each option and discuss needed refinements (Meeting #8).
- D. Meeting minutes.
- E. Refinement to each option into Final Concept Design options based on staff feedback.
- F. Refinements for cost estimates for three (3) options (working with Harbour Construction).
- G. Meeting with staff to review three (3) Final Concept Design options (Meeting #9).
- H. Meeting minutes.
- I. Creation of Final Concept Design documents and submission to the Village.

Step VI. Public Review and Village Board Presentations

- A. Preparation of PowerPoint for Public Open House.
- B. One (1) Public Open House Meeting to inform, educate and receive feedback from stakeholders and citizens based on the three (3) options developed during Conceptual Design (Meeting #10).
- C. Presentation of three (3) options to the Village Board (Meeting #11). Village Board to consider all information in order to determine the Preferred Option, basic scope, budget, and timetable for the project.

Step VII. Final Documentation

- A. Creation of Draft Executive Summary documenting all work completed for Phase 1.
- B. Submission of Draft Executive Summary to the staff.
- C. Refinements based on staff feedback.
- D. Creation of Final Feasibility Study and Space Needs Assessment and submission to the Village.

Deliverables

- A. Executive Summary.
- B. Summary chart of present and estimated future staffing and vehicles.
- C. Space Program.
- D. Existing conditions report for existing Police Station and 175th Street building.
- E. Final Concept Design site and floor plan drawings of each option.
- F. Concept Design cost estimates.
- G. Final Concept Design site and floor plan diagrams the Preferred Option.
- H. Pre-Design Submittal.
- I. All documents shall be provided in digital format and hard copy as needed.

Excluded Items

- A. Drawings and layouts beyond Conceptual Design.
- B. Detailed review of existing facility conditions or code issues.

- C. Detailed or unit take-off estimate.
- D. Meetings beyond those listed.
- E. Surveys, wetlands review, soil borings, environmental investigations.
- F. Phase 2 Design and Construction Administration professional services.

Phase 2 – Basic Architectural & Engineering (A & E) Services

Upon completion of the Phase 1 Pre-Design Services, and when the Village of Homewood determines it is feasible to move forward with the Police Station and ECOM project, Williams Architects is prepared to proceed with Basic Architectural & Engineering Services to include Schematic Design, Design Development, Construction Documents, Permitting, Bidding / Negotiations and Construction Administration of the Project. These Basic Services for the implementation of the Project shall be based upon the mutually agreed upon scope, budget, fee, project delivery method and associated business terms. There is a potential that the project delivery method will utilize the Designer Led Design-Build method to allow the Village to have one contract with the design and construction team.

PROPOSED PROJECT SCHEDULE

Village Board Approval	1 Day
Notice to Proceed	1 Day
Feasibility Study	3 Months

TOTAL PROFESSIONAL PROJECT SERVICE FEES – PHASE 1

We propose to provide the above services for the following fees, with a detailed breakdown shown on the attached Exhibit "A" – Hours and Fee Schedule:

Step I. PROJECT KICK-OFF / DATA COLLECTION	
We propose a lump sum fee of	\$13,746.00
Step II. STAFFING, VEHICLE AND EQUIPMENT PROJECTIONS	
We propose a lump sum fee of	\$3,604.00
Step III. SPACE PROGRAMMING	
We propose a lump sum fee of	\$12,296.00
Step IV. EXISTING CONDITIONS ANALYSIS	
We propose a lump sum fee of	\$6,802.00
Step V. CONCEPT DESIGN	
We propose a lump sum fee of	\$14,329.00
Step VI. PUBLIC REVIEW AND VILLAGE BOARD PRESENTATIONS	
We propose a lump sum fee of	\$4,548.00
Step VII. FINAL DOCUMENTATION	\$5,730.00
Step VIII. CONSULTANTING ENGINEERS	\$32,048.00
We propose a lump sum fee of	
TOTAL PHASE 1 FEE:	\$93,103.00

REIMBURSABLE EXPENSES

In addition to our professional services, we shall also invoice the client for our Project related Reimbursable Expenses at a 1.15 multiplier. Project related Reimbursable Expenses include such items as vehicle mileage, tolls, in-house printing, copies, photography, renderings, postage / messenger / overnight courier, direct miscellaneous Project supplies, etc. All documentation shall be provided to the Village of Homewood in digital format.

CONTINGENT OPTIONAL ADDITIONAL SERVICES

Professional services excluded from, or that are noted within this LOPA can be provided on an hourly, or mutually agreed upon fixed fee basis by the Owner and Architect in accordance with the rate table herein. Upon the Owner's request and approval of the same, with scope and fees established and as mutually agreed upon between the Owner and the Architect, we will document the Owner's desired Contingent Optional Additional Services.

Our Phase 1 Services will be provided based on the rate table below. Any Additional Services authorized by the Owner and approved in writing will be provided on an hourly basis from the rate table below. These rates shall be revised at the beginning of June each year. The following rates shall hold thru 31 May 2023.

Rate Table

Principal II	\$ 250.00/Hour
Principal I	\$ 231.00/Hour
Associate Principal	\$ 212.00/Hour
Senior Associate/Senior Project Mgr	\$ 212.00/Hour
Associate / Project Manager	\$ 193.00/Hour
Architect III	\$ 171.00/Hour
Architect II	\$ 158.00/Hour
Architect I	\$ 142.00/Hour
Senior Project Coordinator II	\$ 171.00/Hour
Senior Project Coordinator I	\$ 158.00/Hour
Project Coordinator IV	\$ 129.00/Hour
Project Coordinator III	\$ 118.00/Hour
Project Coordinator II	\$ 100.00/Hour
Project Coordinator I	\$ 86.00/Hour
Project Technician II	\$ 67.00/Hour
Project Technician I	\$ 51.00/Hour
Aquatic Engineer II	\$ 204.00/Hour
Aquatic Engineer I	\$ 155.00/Hour
Director of Marketing	\$ 190.00/Hour
Marketing Coordinator	\$ 138.00/Hour
Accounting	\$ 183.00/Hour
Secretarial	\$ 129.00/Hour
Clerical	\$ 91.00/Hour
Director of Interior Design	\$ 173.00/Hour
Interior Designer V	\$ 135.00/Hour
Interior Designer IV	\$ 113.00/Hour
Interior Designer III	\$ 88.00/Hour
Interior Designer II	\$ 75.00/Hour
Interior Designer I	\$ 51.00/Hour

PROPOSAL QUALIFICATIONS

This proposal is based on the following assumptions and qualifications:

1. The Village shall provide all existing drawings for our use in developing the documents.
2. Our on-site meeting time is limited, and some meetings and/or attendees shall participate via the web. Meetings and field time beyond the defined limits will be charged hourly.

CONCLUSION

If you agree with the terms of this Letter of Proposed Agreement, please sign and date below and return one copy to our office. This authorizes Williams Architects to begin work on Phase 1 of the project immediately, with the understanding that the contract for Phase 2 will be determined once the project delivery method is established.

Thank you again for this wonderful opportunity to be of service to the Village of Homewood. If you have any questions or comments, please call or email.

Cordially,



Mark S. Bushhouse, AIA, LEED AP
President / Managing Principal

xc: Sonia L. Sporleder / Williams Architects
Andy Dogan / Williams Architects
Marc Rohde / Williams Architects

The Village of Homewood hereby accepts the Scope of Services, Fees, and Terms listed above and authorizes Williams Architects to begin their services immediately:

ACCEPTED BY:

Authorized Representative - Village of Homewood

Date

Authorized Representative - Printed Name and Title

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Staff Title	Principal		Sr. Proj. Mgr.		Architect		Project Coord.		Interior Design		Accounting		Secretarial		Hours	Total Fee
Hourly Rate	\$236.00		\$202.00		\$163.00		\$95.00		\$165.00		\$174.00		\$123.00			
PHASE 1 SERVICES	Hrs.	Fee	Hrs.	Fee	Hrs.	Fee	Hrs.	Fee	Hrs.	Fee	Hrs.	Fee	Hrs.	Fee	Hours	Direct Labor
I. PROJECT KICK-OFF / DATA COLLECTION																
A. Review planning process with Village prior to beginning work	2	\$472.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$876.00
B. Receive and review existing 175th Street and Police Station drawings		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
C. Draft existing 175th Street Building and Police Station in AutoCAD		\$0.00	4	\$808.00		\$0.00	24	\$2,280.00		\$0.00		\$0.00		\$0.00	28	\$3,088.00
D. Field visit existing 175th Street Building and Police Station to verify existing conditions		\$0.00	4	\$808.00		\$0.00	8	\$760.00		\$0.00		\$0.00		\$0.00	12	\$1,568.00
E. Final revisions to existing 175th Street Building and Police Station AutoCAD drawings		\$0.00		\$0.00		\$0.00	6	\$570.00		\$0.00		\$0.00		\$0.00	6	\$570.00
F. Analyze Police Department and ECOM staff and functional changes	2	\$472.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$876.00
G. Create Project Meeting Matrix and Directory	1	\$236.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$492.00	9	\$1,536.00
H. Kick-Off Meeting (Meeting #1)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
I. Meeting minutes		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
J. General project management	2	\$472.00	4	\$808.00		\$0.00		\$0.00		\$0.00	8	\$1,392.00		\$0.00	14	\$2,672.00
Step I. Fee															89	\$13,746.00
II. STAFFING, VEHICLE AND EQUIPMENT PROJECTIONS																
A. Staffing, Vehicle and Equipment Projections Meeting (Meeting #2)	5	\$1,180.00	5	\$1,010.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$2,190.00
B. Develop proposed vehicle spreadsheet		\$0.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$404.00
C. Develop proposed staffing spreadsheet		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
D. Submit both spreadsheets to the Village for approval		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
E. Meeting minutes		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
Step II. Fee															17	\$3,604.00
III. SPACE PROGRAMMING																
A. Staff Input Meetings (Meeting #3)	6	\$1,416.00	6	\$1,212.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	12	\$2,628.00
B. Meeting minutes		\$0.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$808.00
C. Develop Draft Site and Building Program	6	\$1,416.00	6	\$1,212.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	12	\$2,628.00
D. Draft Site and Building Program review meeting with staff (Meeting #4)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
E. Meeting minutes		\$0.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$404.00
F. Develop Revised Site and Building Program	2	\$472.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	6	\$1,280.00
G. Revised Site and Building Program review meeting with staff (Videoconference)	2	\$472.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$876.00
H. Meeting minutes		\$0.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$404.00
I. Develop Final Site and Building Program	1	\$236.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$640.00
J. Final Site and Building Program review meeting with staff (Meeting #6)	2	\$472.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$876.00
Step III. Fee															57	\$12,296.00
IV. EXISTING CONDITIONS ANALYSIS																
A. General Architectural / ADA assessment of 175th Street Building		\$0.00	5	\$1,010.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	5	\$1,010.00
B. General Architectural / ADA assessment of existing Police Station		\$0.00	5	\$1,010.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	5	\$1,010.00
C. Structural inspection of 175th Street Building (consultant fees below)		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
D. Structural inspection of existing Police Station (consultant fees below)		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
E. Civil engineering analysis of both sites (consultant fees below)		\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
F. Written architectural report for both buildings' existing conditions		\$0.00	10	\$2,020.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$2,020.00
G. Review findings and recommendations with the Village (Meeting #7)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
H. Meeting minutes		\$0.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$404.00
Step IV. Fee															33	\$6,802.00
V. CONCEPT DESIGN																
A. Design Site / Building Conceptual Layout options (3 total)	6	\$1,416.00	24	\$4,848.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	30	\$6,264.00
B. Cost estimates for 3 options (working with Harbour Construction)		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
C. Present three (3) Conceptual Design options to staff for input (Meeting #8)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
D. Meeting minutes		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
E. Refinements to each option to Final Concept Design options (3 total)	1	\$236.00	9	\$1,818.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$2,054.00
F. Cost estimates for 3 options (working with Harbour Construction)		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
G. Final Conceptual Design presentation to staff (Meeting #9)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
H. Meeting minutes		\$0.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$404.00
I. Creation of Final Concept Design documents		\$0.00		\$0.00		\$0.00	3	\$285.00		\$0.00		\$0.00		\$0.00	3	\$285.00
Step V. Fee															70	\$14,329.00
VI. PUBLIC REVIEW AND VILLAGE BOARD PRESENTATIONS																
PowerPoint presentation for Public Open House meeting		\$0.00	3	\$606.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$606.00
Presentation at Public Open House (Meeting #10)	5	\$1,180.00	5	\$1,010.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$2,190.00
Presentation at Village Board Meeting (Meeting #11)	4	\$944.00	4	\$808.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$1,752.00
Step VI. Fee															21	\$4,548.00

Staff Title		Principal		Sr. Proj. Mgr.		Architect		Project Coord.		Interior Design		Accounting		Secretarial		Hours	Total Fee
Hourly Rate		\$236.00		\$202.00		\$163.00		\$95.00		\$165.00		\$174.00		\$123.00			
VII. FINAL DOCUMENTATION																	
Creation of Draft Executive Summary		2	\$472.00	8	\$1,616.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$2,088.00
Submission of Draft Executive Summary to staff			\$0.00	1	\$202.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$202.00
Refinements based on staff feedback		1	\$236.00	2	\$404.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$640.00
Village		2	\$472.00	4	\$808.00		\$0.00	16	\$1,520.00		\$0.00		\$0.00		\$0.00	22	\$2,800.00
Step VII. Fee																36	\$5,730.00
Phase 1 Williams Architects Labor		72	\$16,992.00	182	\$36,764.00	0	\$0.00	57	\$5,415.00	0	\$0.00	8	\$1,392.00	4	\$492.00	323	\$61,055.00
VIII. CONSULTING ENGINEERS																	
Harbour Contractors - Preconstruction Services			112		\$179.00		\$20,048.00		\$0.00		\$0.00		\$20,048.00				
IMEG - Structural Assessment			35		\$200.00		\$7,000.00		\$0.00		\$0.00		\$7,000.00				
V3 - Civil Existing Facility Assessment			25		\$200.00		\$5,000.00		\$0.00		\$0.00		\$5,000.00				
Subconsultant Fees			172				\$32,048.00		\$0.00		\$0.00		\$32,048.00				
PHASE 1 SERVICES FEE																	
DL	Direct Labor Subtotal (Williams Architects)															323	\$61,055.00
SF	Subconsultant Fees																\$32,048.00
																	\$93,103.00



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

From: Napoleon Haney, Village Manager

Topic: Intergovernmental Agreement (IGA) between Homewood and the Illinois State Toll Highway Authority to purchase property belonging to the Toll Authority for casino development purposes

PURPOSE

During Homewood's due diligence related to site assembly in preparation for the casino development, it was found that a portion of 174th Street within Homewood's boundaries belonged to the Illinois State Toll Highway Authority. Wind Creek Casino developers need 174th Street as the primary ingress and egress to the development. The Village needs to purchase the 174th Street parcel from the Tollway. This parcel transfer requires the completion of an intergovernmental agreement containing a sales price for the property. The Village would then sell the property to the Wind Creek development.

PROCESS

To facilitate the purchase of the parcel, the Tollway completed an appraisal of the 174th Street parcel and determined its value at \$43,000 (\$1.50 per square foot). The Tollway Board met on June 16, 2022 and (1) passed Resolution No. 22494 designating the 174th Street parcel as "excess property"; and, (2) authorized the sale of the property to Homewood.

OUTCOME

The Village Board is requested to authorize the Village President to sign the Intergovernmental Agreement (IGA), requiring a \$43,000.00 lump sum payment to the Tollway to transfer ownership of the parcel to Homewood.

FINANCIAL IMPACT

Funding Source: Northeast TIF

Budgeted Amount: \$1,120,600*

Cost: \$43,000

**figure taken from 4/30/2021 audit*

LEGAL REVIEW

Completed



RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an Intergovernmental Agreement with the Illinois State Toll Highway Authority for the purchase of a parcel identified as T-1A-502.EX and depicted on the attached Exhibit A for an amount not to exceed the appraised value of \$43,000.

ATTACHMENT(S)

- Intergovernmental agreement
- Exhibit A – Parcel T-1A-502.EX
- Tollway Resolution No. 22494

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE ILLINOIS STATE TOLL HIGHWAY AUTHORITY
AND
THE VILLAGE OF HOMEWOOD**

This INTERGOVERNMENTAL AGREEMENT is entered into by and between THE ILLINOIS STATE TOLL HIGHWAY AUTHORITY, an instrumentality and administrative agency of the State of Illinois, ("ILLINOIS TOLLWAY"), and THE VILLAGE OF HOMEWOOD, a municipal corporation of the State of Illinois, ("VILLAGE"), individually referred to as "PARTY", and collectively referred to as "PARTIES".

RECITALS:

WHEREAS, the ILLINOIS TOLLWAY in order to facilitate the free flow of traffic and ensure safety to the motoring public, has improved the Tri-State Tollway ("I-294") or ("Toll Highway"), included in multiple ILLINOIS TOLLWAY construction contracts ("PROJECT");

WHEREAS, the ILLINOIS TOLLWAY owns approximately 29,044 square feet of real property, The parcel is a portion of 174th Street and west of Halsted ("PARCEL"), which was necessary for the construction of the PROJECT and associated improvements, including but not limited to improvements to portions of 174th Street;

WHEREAS, a portion of 174th Street improved as part of the PROJECT is within VILLAGE municipal boundaries and the VILLAGE has jurisdiction over the PARCEL along 174th Street;

WHEREAS, it is not anticipated that the PARCELS will be required for Toll Highway maintenance, operations or future construction improvements and therefore are considered excess to the needs of the ILLINOIS TOLLWAY;

WHEREAS, it is in the best interest of the PARTIES that the ILLINOIS TOLLWAY convey the PARCEL to the VILLAGE for the purpose of economic development;

WHEREAS, the ILLINOIS TOLLWAY and the VILLAGE by this instrument, which shall be known for ILLINOIS TOLLWAY recording purposes as ILLINOIS TOLLWAY IGA 002022-07, desire to determine and establish their respective responsibilities toward right of way transfers as proposed;

WHEREAS, the ILLINOIS TOLLWAY by virtue of its powers as set forth in the Toll Highway Act, 605 ILCS 10/1, *et seq.*, is authorized to enter into this AGREEMENT;

WHEREAS, the VILLAGE by virtue of its powers as set forth in the Illinois Municipal Code 65, ILCS 5/1-1-1, *et seq.*, is authorized to enter into this AGREEMENT; and

WHEREAS, a cooperative Intergovernmental Agreement is appropriate and such an Agreement is authorized by Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*

NOW, THEREFORE, in consideration of the aforementioned recitals and the mutual covenants contained herein, the PARTIES hereto agree as follows:

I. TRANSFER OF OBLIGATIONS

- A. The VILLAGE agrees to accept conveyance from the ILLINOIS TOLLWAY of the PARCEL, identified as T-1A-502.EX and depicted on Exhibit A attached.
- B. The PARTIES agree to cooperate in preparing any documents as may be necessary and convenient to complete the conveyance of the PARCELS.
- C. The VILLAGE agrees to assume and accept the responsibilities and duties associated with the ownership of the PARCELS including, but not limited to maintenance.

II. CONSIDERATION

- A. The PARTIES agree that this conveyance is made based upon the appraised value of the PARCELS, specifically, \$43,000.00 (\$1.50 per square foot), which will be paid by the VILLAGE to the ILLINOIS TOLLWAY in a lump sum.
- B. Should the VILLAGE convey any portion of the PARCELS to a private party, the VILLAGE shall reimburse the ILLINOIS TOLLWAY for any portion of the sale proceeds in excess of the (\$1.50 per square foot) the VILLAGE paid to acquire the PARCELS.

III. CONVEYANCE OF THE PARCELS

- A. The VILLAGE agrees to accept conveyance of the PARCELS from the ILLINOIS TOLLWAY via a Quit Claim Deed.
- B. The ILLINOIS TOLLWAY shall convey the PARCEL to the VILLAGE, provided, however, that:

1. In the event any portion of the PARCEL is required in the future for Toll Highway improvements, the VILLAGE, if it is the owner of said property, or its successors and assigns will re-convey those portions of the PARCEL to the ILLINOIS TOLLWAY upon demand and at fair market value to the ILLINOIS TOLLWAY. The quit claim deed from the ILLINOIS TOLLWAY to the VILLAGE shall contain the foregoing covenant.
2. It is understood that the aforementioned PARCEL were acquired and are being conveyed by the ILLINOIS TOLLWAY to the VILLAGE to further economic development, and the PARTIES agree that upon a fee simple conveyance of any portion of any of the PARCELS by the VILLAGE to a private party within ten (10) years of the date of this AGREEMENT, the VILLAGE shall reimburse the ILLINOIS TOLLWAY for any portion of the sale proceeds received by the VILLAGE in excess of the amount originally paid for the PARCELS, pursuant to the ILLINOIS TOLLWAY's Excess Real Property Declaration and Disposal Policy dated November 19, 2015; and
3. In the event any portion of the PARCEL is conveyed, sold or vacated, the VILLAGE will provide the ILLINOIS TOLLWAY with advance written notice.

The Quit Claim deed from the ILLINOIS TOLLWAY to the VILLAGE shall contain the following covenant: "the Grantee, their successors and assigns agree not to build or cause to be built or erected upon the subject property any advertising sign or structure directed, whether in whole or part, to users or patrons on the adjacent Toll Highway or any structure that in the opinion of the Chief Engineering Officer of the ILLINOIS TOLLWAY, Grantor, would in any way interfere with the safe operation of the Toll Highway."

IV. GENERAL PROVISIONS

- A. It is understood and agreed that this AGREEMENT constitutes the complete and exclusive statement of the agreement of the PARTIES relative to the subject matter hereof and supersedes all previous oral and written proposals, negotiations, representations or understandings concerning such subject matter.
- B. In the event of a dispute between the VILLAGE and the ILLINOIS TOLLWAY in the carrying out of the terms of this AGREEMENT, the Chief Engineering Officer of the ILLINOIS TOLLWAY and the Mayor of the VILLAGE shall meet and resolve the issue. In the event that they cannot mutually agree on the resolution of a dispute concerning the carrying out of the terms of this AGREEMENT in reference to the PARCELS, the decision of the Chief Engineering Officer of the ILLINOIS TOLLWAY shall be final.
- C. In the event there is a conflict between the terms contained in this document and the attached Exhibit A, the terms included in this document shall control.

- D. This AGREEMENT may be executed in two (2) or more counterparts, each of which shall be deemed an original and all of which shall be deemed one and the same instrument.
- E. This AGREEMENT may only be modified by written notification executed by duly authorized representatives of the PARTIES.
- F. This AGREEMENT shall be binding upon and inure to the benefit of the PARTIES hereto and their respective successors and approved assigns.
- G. The failure by the ILLINOIS TOLLWAY or the VILLAGE to seek redress for violation of or to insist upon the strict performance of any condition or covenant of this AGREEMENT shall not constitute a waiver of any such breach or subsequent breach of such covenants, terms, conditions, rights and remedies. No provision of this AGREEMENT shall be deemed waived by the ILLINOIS TOLLWAY or the VILLAGE unless such provision is waived in writing.
- H. It is agreed that the laws of the State of Illinois shall apply to this AGREEMENT and that, in the event of litigation, venue shall lie in Du Page County, Illinois.
- I. All written reports, notices and other communications related to this AGREEMENT shall be in writing and shall be personally delivered, mailed via certified mail, overnight mail delivery, or electronic mail delivery to the following persons at the following addresses:

To the ILLINOIS TOLLWAY:

The Illinois Toll Highway Authority
2700 Ogden Avenue
Downers Grove, Illinois 60515
Attn: Chief Engineering Officer

To the VILLAGE:

The Village of Homewood
2020 Chestnut Road
Homewood, Illinois 60430
Attn: Village President

- J. The VILLAGE agrees to maintain books and records related to the performance of this AGREEMENT and necessary to support amounts charged to the ILLINOIS TOLLWAY and/or the VILLAGE under the AGREEMENT for a minimum of five (5) years from the last action on the AGREEMENT. The VILLAGE further agrees to cooperate fully with any audit and to make its books and records, and books and records within its custody or control available to the Illinois Attorney General, the Illinois Auditor General, the ILLINOIS TOLLWAY Inspector General, the ILLINOIS TOLLWAY Department of Internal Audit, the ILLINOIS TOLLWAY

- or any other governmental agency or agent thereof that is authorized to audit or inspect such books and records.
- K. The VILLAGE also recognizes that, pursuant to Section 8.5 of the Toll Highway Act (605 ILCS 10/8.5), the Inspector General of the Illinois State Toll Highway Authority (“OIG”) has the authority to conduct investigations into certain matters including but not limited to allegations of fraud, waste and abuse and to conduct reviews. The VILLAGE will fully cooperate in any OIG investigation or review and shall not bill the ILLINOIS TOLLWAY for time relating to its cooperation. Cooperation includes (i) providing access to all information and documentation related to the performance of this AGREEMENT, and (ii) disclosing and making available all personnel involved or connected with, or having knowledge of, the performance of this AGREEMENT.
- L. The introductory recitals included at the beginning of this AGREEMENT are agreed to and incorporated into this AGREEMENT.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS THEREOF, the PARTIES have executed this AGREEMENT on the dates indicated.

THE VILLAGE OF HOMEWOOD

By: _____
Rich Hofeld
Village President

Date: _____

Attest: _____
Marilyn Thomas, Village Clerk

Date: _____

THE ILLINOIS STATE TOLL HIGHWAY AUTHORITY

By: _____
Lanyea Griffin
Interim Executive Director

Date: _____

Approved as to Form and Constitutionality

Samantha Sims, Assistant Attorney General

I.S.T.H.A. PARCEL T-1A-502 .EX

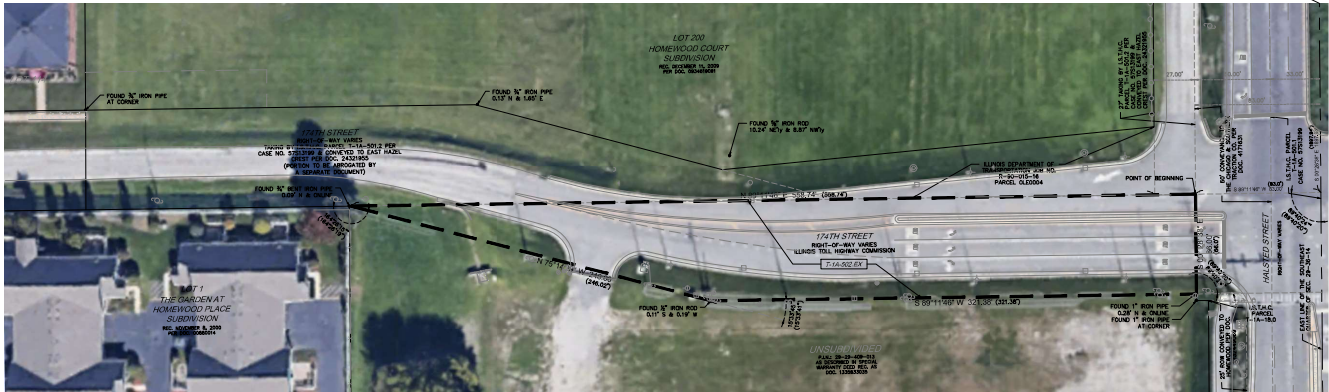
0 30' 60'

1" = 30' (HORIZONTAL)

BASIS OF BEARINGS

Diagram illustrating the intersection of the 28th and 29th meridians. A circle is drawn at the intersection point, labeled "POINT OF COMMENCING".

PARCEL NUMBER	OWNER	TOTAL HOLDING		PART CONVEYED		REMAINDER		PREVIOUSLY DEDICATED ACRES	ACCESS CONTROL RETAINED LINEAR FOOT	GRANTEE
		ACRES	SQUARE FT.	ACRES	SQUARE FT.	ACRES	SQUARE FT.			
T-1A-502.6X	ILLINOIS STATE TOLL HIGHWAY AUTHORITY	0.667±	29,044	0.667±	29,044	0	0	N/A	0	



- [illegible]

1. ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PLACES THEREOF. MEASUREMENTS SHOWN IN PARENTHESIS (XXX) ARE RECORD VALUES.
2. DIMENSIONS ALONG CURVED LINES ARE ARC LENGTHS (L), RADIUS (R) AND CHORD BEARING AND LENGTH (CH).
3. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON.

06/16/22

6.4/14

RESOLUTION NO. 22494

Background

The Illinois State Toll Highway Authority (“Tollway”) owns Parcel T-1A-502.EX (“Parcel”), which is a portion of 174th Street and west of Halsted, in Homewood, IL, Cook County. The Parcel is not needed in connection with the maintenance and operation of the Tollway and will not be needed for any foreseeable future improvement to the Tollway system. The Excess Property Committee has declared the Parcel excess to the Tollway’s needs.

The Parcel was appraised by an Illinois Licensed General Appraiser in the amount of \$43,000.00. It is in the best interest of the Tollway to sell the Parcel for the appraised value to the Village of Homewood.

Resolution

The sale of Parcel T-1A-502.EX is hereby approved in accordance with the terms and conditions set forth above. The Land Acquisition Manager and the General Counsel are authorized to prepare such documents as are necessary to convey the Parcel and any improvements located thereon to the Village of Homewood. The Chair and Chief Executive Officer of the Tollway is authorized to execute any and all documents necessary to convey said property.

Approved by: 
Chair



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

From: Napoleon Haney, Village Manager

Topic: Professional Testing Services for Entry-Level Police Testing; Full-Time Firefighter Paramedic and Fire Lieutenant Promotion

PURPOSE

Per State Law, municipalities are required to maintain eligibility lists for police officers and firefighter/paramedic hirings. A promotional list must also be maintained for fire lieutenant promotional opportunities. Homewood has traditionally used professional testing agencies to oversee and implement the testing and evaluation processes needed to establish these hiring lists/rosters. Homewood has three (3) public safety testing processes that need to be completed within the upcoming months that require the engagement of professional testing services.

PROCESS

Stanard & Associates Inc. of Chicago, IL has been Homewood's contractual vendor to provide public safety testing and assessment solutions for all stages of public safety hiring and promotion. The Village's contract with Stanard has since expired. Staff intended to sample the market and issue a request for proposal (RFP) for public safety testing services in 2020, but was hampered by the COVID-19 pandemic. At current, the Village needs to establish three (3) public safety tests to establish eligibility lists for hiring and promotions: Entry-Level Police Officer Testing, Firefighter/Paramedic Testing, and testing to establish a promotional list for Fire Lieutenants. Staff recommends utilizing Stanard & Associates for this set of public safety testing processes. A request for proposal (RFP) to evaluate other public safety testing vendors would be issued prior to the start of the next fiscal year (May 2023).

OUTCOME

The Village budgeted \$24,500 to complete three public safety testing processes during fiscal year 2022-2023. The Village requested and Stanard & Associates submitted a proposal for \$37,419.50 to complete the testing processes. Staff is requesting that the Village Board approve a budget amendment in an amount of \$13,000. Staff is also requesting that the Village Board approve the proposal submitted by Stanard & Associates, Inc. of Chicago, Illinois.



	Stanard's Agreement Cost	Budgeted FY 2022-2023
Police List	\$10,750.50	\$8,500.00
Fire List	\$14,784.00	\$8,500.00
Fire Lieutenant List	\$11,885.00	\$7,500.00
	\$37,419.50	\$24,500.00

***\$12,919.50**

**\$13,000 budget amendment - rounded*

FINANCIAL IMPACT

Funding Source: General Fund

Budgeted Amount: \$24,500

Proposal Cost: \$37,419.50

LEGAL REVIEW

Not required

RECOMMENDED BOARD ACTION

Approve a budget amendment in the amount of \$13,000; and accept the pricing proposal from Stanard & Associates Inc. of Chicago, IL to perform public safety testing services for police and fire in an amount not to exceed \$37,419.50.

ATTACHMENT(S)

Price proposal



July 1, 2022

Mr. Napoleon Haney, MPA
Village Manager
Village of Homewood
2020 Chestnut Road
Homewood, IL 60430

Sent via email: nhaney@homewoodil.gov

Dear Mr. Haney:

Thank you for your interest in our testing services. Per your request, below is a summary of costs for the Village of Homewood's 2022 entry-level Police Officer, Firefighter/Paramedic, and Fire Lieutenant testing processes. Our estimate is based on 40 candidates sitting for the Police Officer process and 41 candidates sitting for the Firefighter process. The testing components listed in the tables below are based on the 2020 processes. We have quoted new oral board interview questions for 2022. As noted below, outside Police and/or Fire Service professionals who are recruited to serve on the interview panel and rate candidates as part of the oral board interview process will be compensated at \$400.00 per day, per assessor, plus travel expenses.

Entry-level Police Officer Selection Process Pricing Proposal

Step in Process	Price	Cost Estimate
POST Written Exam (price includes scoring) N=40	\$24.50 per test	\$980.00
POST Study Guides N=40 (ordered through the Illinois Association of Chiefs of Police)	\$4.00 per study guide	\$160.00 + \$25.50 shipping fee
Written Exam Administration Fee (one test proctor for one session) N=40 candidates (OPTIONAL) The Village may wish to administer the exam on its own or use our online remote testing option	\$750.00 plus travel (1 S&A administrator for 1 session)	TBD – may be conducted by the Village
Physical Agility Test	To be conducted or outsourced by Village N/A	N/A
Oral Board Interview Program (price includes development of 5 questions, assessor training and preparation of all materials necessary for administration.	\$3,350.00	\$3,350.00 + \$250 for consultant travel expenses to reduce travel meetings may be conducted via Zoom
Oral Board Interview Administration (N=19)	\$1,250.00 per day	\$1,250.00 (1 day on site) + \$100.00 travel expenses
Assessor Fees \$400 per assessor per day plus travel expenses, this is a pass-through expense. A minimum of 3 assessors required. Training and administration estimated at 1.5 days. N=18 candidates	\$1,800.00	\$1,800.00 + \$300.00 travel expenses
Scoring of Oral Board Interviews (N=19)	\$15.00 per candidate	\$285.00
(Other Services) Psychological Screening	\$450.00 per candidate	5 candidates = \$2,250.00
Estimated Total Project Fees:		\$10,750.50



Entry-level Firefighter Selection Process Pricing Proposal

Step in Process	Price	Cost Estimate
NFST/EMS Written Exam (price includes scoring) N=41	\$21.00 per test	\$861.00
NFST Study Guides N=41	\$5.00 per study guide	\$205.00 + \$25.50 shipping fee
Public Safety Normative Survey (PSNS) (price includes scoring) N=41	\$7.50 per test	\$307.50
Written Exam Administration Fee (one test proctor for one session) N=41 candidates (OPTIONAL) The Village may wish to administer the exam on its own or use our online remote testing option.	\$750.00 (includes 1 S&A administrator for 1 session)	TBD – may be conducted by the Village
Physical Agility Test	To be conducted or outsourced by Village N/A	N/A
Oral Board Interview Program (price includes development of 5 questions, assessor training and preparation of all materials necessary for administration.	\$3,350.00	\$3,350.00 + \$250 for consultant travel expenses, to reduce travel meetings may be conducted via Zoom
Oral Board Interview Administration (N=41)	\$1,250.00 per day	\$2,500.00 (2 days on site) + \$220.00 travel expenses
Assessor Fees \$400 per assessor per day plus travel expenses, this is a pass-through expense. A minimum of 3 assessors required. Training and administration estimated at 2 days. N=41 candidates	\$1,800.00	\$3,600.00 + \$600.00 travel expenses
Scoring of Oral Board Interviews (N=41)	\$15.00 per candidate	\$615.00
(Other Services) Psychological Screening	\$450.00 per candidate	5 candidates = \$2,250.00
Estimated Total Project Fees:		\$14,784.00

Fire Lieutenant Promotional Process

Written Job Knowledge Promotional Exam

For the written exam component, we are proposing a new, fully customized written exam with a total of 100 questions as determined by Homewood Department. Sources can be external fire texts or Homewood-specific items from the written directives, policies & procedures, etc.

SME meeting to determine source materials and weightings.....	\$750.00
Develop Study Guide.....	\$500.00
Write 100 test questions from HFD/external materials as deemed appropriate (@ \$49.00 per item).....	\$4,900.00
Format Final exam and prepare answer key.....	\$525.00
Print candidate study guides and test booklets.....	\$30.00
Administer exam (1 S&A consultant for 1 session - optional).....	\$750.00
SME item-review meeting concurrent with exam administration.....	\$380.00
Candidate item-review session immediately following administration.....	\$750.00 (optional)
Scoring fee.....	\$500.00
Respond to candidate challenges	\$190.00/hour (optional)

Estimated Written Exam Fees (without optional items)..... \$8,335.00**



Fire Lieutenant - Structured Oral Board Interview

- Meet with Subject Matter Experts to establish important dimensions for the job, develop 5 questions, and evaluation criteria.
- Develop Materials – Oral Board Interview rating guidelines and rating forms
- Recruit outside interview panel members (Fire Service professionals)
- Train Interview panel members
- If desired, an S&A consultant can be on site to administer the oral board interview
- Score the oral board interview component

The fees to complete this work is **\$3,500.00*** to conduct the SME meeting (to reduce travel expenses these meetings can be conducted via videoconference), develop five questions with scoring criteria, train the interview panel and prepare interview panel member guidelines and rating forms.

Prepare and print Oral Board Materials for up to 8 candidates **\$50.00**

(Optional) If desired, one S&A consultant can be on site to coordinate the administration the interview component. The cost is **\$1,250.00** per day for a Consultant on site, plus travel related expenses, tolls, mileage, meals, etc.

(Optional) If outside interview panel members are recruited by S&A, we charge a \$350.00 fee to recruit the panel members. Additionally, S&A compensates external interview panel members at a rate of \$400.00 per day per assessor, plus mileage, meals and other travel expenses for participation in the oral board interview process and training. This is a pass-through expense billed back to the Village of Homewood and paid by S&A directly to each interview panel member for their work on the project

(Optional) If S&A scores the interviews the cost is \$20.00 per candidate. Alternatively, the Village of Homewood may wish to score the oral board component on its own.

***Estimated Oral Board Fees: \$3,550.00 to develop the oral board questions and evaluation criteria, print materials, and train the interview panel, plus consultant travel-related expenses and shipping fees. If desired, optional services such as administration and scoring will be billed as quoted above.**

Fire Lieutenant Promotional Written Exam:	\$8,335.00
Fire Lieutenant Oral Board Interview:	\$3,550.00
TOTAL PROJECT FEES	\$11,885.00**

General terms:**

- If needed, any additional administrative time and/or consulting (responding to candidate grievances, litigation support, expert witness testimony, depositions, statistical analyses, attend special meetings, responding to agency or candidate-initiated queries after project deliverables have been provided, etc.) will be billed at our current hourly rates which are \$190.00 per hour for Bachelor's and Master's-level staff and \$275.00 per hour for Ph.D. - level staff. Requests for copies, scanning, assembly, etc. of paperwork are billed at an administration rate of \$30.00 per hour. If required, S&A charges an administrative fee of \$45.00 per hour to print out in paper copies of source materials received electronically. Any additional oral interview questions will be \$450.00 each. Any additional written promotional exam questions can be prepared at rate of \$45.00 each.



Data for Decisions in Management

- Any shipping and handling, printing, and travel related expenses will be kept to a minimum and billed as incurred.
- The Village of Homewood will be responsible for securing a location for the written exam and oral board interview processes.
- A contact person for this project will be designated by client and will be responsible for coordinating activities, such as providing S&A with requested information and scheduling meetings.
- While S&A strives to become familiar with each client's local circumstances, its consultants are not attorneys, and we rely on contact personnel or client's legal counsel to ensure processes and procedures adhere to local rules (e.g. Fire and Police Commission rules, bargaining agreements, etc.)
- Work performed or meetings scheduled on weekends or outside of normal business hours requiring S&A's attendance or assistance will be billed at 1.5 times any quoted project rate.
- S&A invoices for one-half payment up front and the other half upon completion.

We would welcome the opportunity to work with you and the Village of Homewood again. After your review, if you have any questions or need any additional information, please do not hesitate to contact me at 800-367-6919 x. 270. To authorize our staff to begin work, simply sign, date this quote (see signature line below) and send it back to me via email at mike.thomason@stanard.com or fax to my attention at 312-553-0218. Thanks again.

Best regards,

A handwritten signature in black ink that reads 'Michael J. Thomason'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael J. Thomason
Vice President

Authorized Signature – Village of Homewood, IL

Title

Date _____



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Angela Mesaros, Director of Economic and Community Development

Topic: Class 6b Renewal, 17730 Hoffman Way

PURPOSE

Prairie Properties, LLC owns an approximately 36,643 square foot industrial building at 17730 Hoffman Way in the Prairie Lakes Business Park. They are seeking Village support for the renewal of a Class 6b property tax designation. The property is divided into two units. Current occupation of the units is by Dedert Corporation and Feldco.

The Class 6b Cook County incentive is designed to encourage industrial development throughout Cook County by stimulating expansion, retaining existing businesses, and increasing employment opportunities. If the property qualifies, it would be assessed at 10% during the first 10 years and for any subsequent 10-year renewal period. If the incentive is not renewed, it would be assessed at 15% in year 11, 20% in year 12, and 25% thereafter.

PROCESS

The Village of Homewood granted support for this designation in 2000 as part of their incentives to locate in Prairie Lakes Business Park and supported a renewal of the Class 6b in 2011. The current Class 6b property tax incentive is reaching the end of its 10th year.

The Class 6b designation may be renewed during the last year in which a property is entitled to a 10 percent assessment level, or when the incentive is still applied at the 15 percent or 20 percent assessment level, upon approval of the Village Board and the passing of a resolution consenting to the renewal.

OUTCOME

With the incentive in place property taxes are \$91,048 annually. Prairie Properties estimates that without an incentive, taxes would be \$237,621 annually, resulting in an annual savings of \$146,573. The property has 30 permanent full-time employees, and they have been a good business partner in the Prairie Lakes Business Park and the community.



FINANCIAL IMPACT

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

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Pass a resolution supporting and consenting to the renewal of a Class 6b Cook County tax classification for the property located at 17730 Hoffman Way, owned by Prairie Properties LLC.

ATTACHMENT(S)

Resolution

Request for Class 6b Renewal

RESOLUTION NO. R-3118

A RESOLUTION SUPPORTING RENEWAL OF CLASS 6B STATUS PURSUANT TO THE COOK COUNTY REAL PROPERTY CLASSIFICATION ORDINANCE FOR REAL ESTATE LOCATED AT 17730 HOFFMAN WAY, HOMEWOOD, COOK COUNTY, ILLINOIS, OWNED BY PRAIRIE PROPERTIES, LLC.

WHEREAS, the Village of Homewood desires to promote/maintain the development of office and commercial property in the Prairie Lakes Business Park within the village; and

WHEREAS, the Cook County Assessor is operating under an ordinance enacted by the Cook County Board of Commissioners, and amended from time to time, which has instituted a program to encourage office and commercial development in Cook County known as the Cook County Real Property Classification Ordinance; and

WHEREAS, Prairie Properties, LLC has applied for or is applying for renewal of Class 6b property status pursuant to said aforementioned ordinance, for certain real estate located at 17730 Hoffman Way, Homewood, Cook County, Illinois, having Property Index Numbers 29-32-101-064-0000 and 29-32-101-065-0000 and legally described in Exhibit "A" attached hereto; and

WHEREAS, the original application for the Class 6b was approved by the Village of Homewood in Resolution R-1721 on September 12, 2000; and

WHEREAS, in 2011, the Village of Homewood passed Resolution No. R-2098, supporting renewal of Class 6b tax designation of the subject property; and

WHEREAS, the applicant has demonstrated to this Board that the Class 6b real estate tax incentive continues to be necessary to maintain the economic viability of the subject property.

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

1. The above recitations are incorporated herein as if fully restated.
2. The Board of Trustees of the Village of Homewood supports and consents to the application by Prairie Properties LLC to have certain real estate located at 17730 Hoffman Way, Homewood, Cook County, Illinois legally described in Exhibit "A", attached hereto, and having Property Index Number 29-32-101-064-0000 and 29-32-101-065-0000 declared eligible for

renewal of the Class 6b real estate tax incentive, in that the incentive is necessary for the subject property to remain economically viable.

3. The project is consistent with the overall development plan for the area.
4. The President, Village Clerk and other appropriate Village of Homewood officials are hereby authorized to sign any necessary documents to implement this resolution.

This resolution passed this 26th day of July 2022.

Village President

ATTEST:

Village Clerk

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

EXHIBIT "A"

Legal Description:

Lots 8 and 9 in Block 3 in Prairie Lakes Business Center, being a part of the Northeast 1/4 of Section 32, Township 36 North, Range 14 East of the Third Principal Meridian in Cook County, Illinois.

Property Index Numbers: 29- 32-101- 064- 0000
29- 32- 101- 065- 0000

Common Address: 17730 Hoffman Way, Homewood, Illinois 60430

SANDRICK LAW FIRM LLC

June 22, 2022

Village of Homewood Village President and Board of Trustees
c/o Ms. Angela Mesaros
Economic Development Director
Village of Homewood
2020 Chestnut Rd
Homewood, IL 60430

Re: Class 6b Renewal Resolution of Support
Control No. 61512
17730 Hoffman Way, Homewood
PIN: 29-32-101-064 & 065
Applicant: Prairie Properties, LLC

Dear Angela:

Our client, Prairie Properties, LLC, owns the approximate 36,643 square foot industrial building located at 17730 Hoffman Way. The current Class 6b Property Tax Incentive is reaching the end of its 10th year. We are therefore respectfully requesting that the Village of Homewood issue a Resolution supporting the renewal for an additional term.

As you know, the building is divided into two units. One unit is occupied by Dedert Corporation and the other unit is occupied by Feldco. The balance between property taxes and market rents are a challenge. It's the Class 6b Tax Incentive that allows our client to work with the tenants to achieve reasonable rents where the taxes and cost to maintain the property are being addressed. However, the outlook on property taxes without a Class 6b are a major concern for our client.

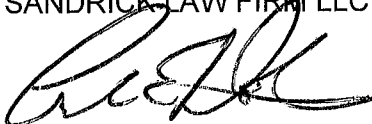
We attached a copy of the Class 6b Renewal Application that we filed with the Assessor's office.

We are respectfully requesting that the Village of Homewood issue a Resolution supporting the renewal for the Class 6b Property Tax Incentive for an additional ten-year term.

Should you need any additional information or documentation, please feel free to give me a call. I thank you for your help and cooperation with this matter.

Respectfully submitted,

SANDRICK LAW FIRM LLC



Adam E. Dotson
Director of Economic Development

17730 Hoffman Way

Homewood, IL

Tax Projections

	Class 5	Incentive
Assumed TAV	470,000	188,000
	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>	
Eff Tax Rate	48.430%	(Based on last available)

		25%		10%
Base Year	\$	227,621	\$	91,048
Year 2	\$	233,312	\$	93,325
Year 3	\$	239,144	\$	95,658
Year 4	\$	245,123	\$	98,049
Year 5	\$	251,251	\$	100,500
Year 5	\$	257,532	\$	103,013
Year 6	\$	263,971	\$	105,588
Year 7	\$	270,570	\$	108,228
Year 8	\$	277,334	\$	110,934
Year 9	\$	284,267	\$	113,707
Year 10	\$	291,374	\$	116,550

SANDRICK LAW FIRM LLC

June 2, 2022

FILE COPY

Ira Horwitz
Cook County Assessor's Office
Incentive Program
118 North Clark Street
Chicago, IL 60602

Re: Class 6b Renewal Application
PIN: 29-32-101-064 & 065
Address: 17730 Hoffman Way, South Holland, IL
Applicant: Prairie Properties, LLC

Dear Ira:

Enclosed, please find a Class 6b Application along with a check in the amount of \$500.00 for the above-referenced parcel. We will forward the Resolution and other documentation upon receipt.

Should you need any additional information or documentation, please feel free to give me a call. Thank you for your help and cooperation with this matter.

Sincerely,

SANDRICK LAW FIRM LLC



Adam E. Dotson
Director of Economic Development

Enclosure

COOK COUNTY ASSESSOR
FRITZ KAEGI



COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.3352
WWW.COOKCOUNTYASSESSOR.COM

**CLASS 6B/8
RENEWAL APPLICATION**

Control Number

61512

A certified copy of the resolution or ordinance obtained from the municipality in which the real estate is located, or from the Cook County Board of Commissioners if located in an unincorporated area, must accompany this Renewal Application. This application, resolution and a filing fee of \$500.00 must be filed. For assistance in preparing this Renewal Application, please contact the Cook County Assessor's Office Development Incentives Department at (312) 603-7529.

I. Identification of Applicant

Name: Prairie Properties, LLC Telephone: ()
Address: 3010 Highland Parkway #225
City, State: Downers Grove, IL Zip Code: 60515
Email Address: tad@gaincompanies.com

Agent/Representative (if any)

Name: Adam Dotson Telephone: ()
Address: 16475 Van Dam Road
City, State: South Holland Zip Code: 60473
Email Address: adotson@sbtaxlaw.com

II. Description of Subject Property

Street address: 17730 Hoffman Way
City, State: Homewood, IL Zip Code: 60430
Permanent Real Estate Index Number (s): 29-32-101-064
29-32-101-065

Township: Thornton

III. Identification of Persons or Entities Having an Interest

Attach a current and complete list of all owners, developers, occupants and other interested parties (including all beneficial owners of a land trust) identified by names and addresses, and the nature and extent of their interest.

Attach legal description, site dimensions and square footage, and building dimensions and square footage.

IV. Property Use

Attach a current and detailed description of the precise nature and extent of the use of the subject property, specifying in the case of multiple uses the relative percentages of each use.

If there have been any changes from the original application, include current copies of materials which explain each occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

V. Nature of Development

Indicate the nature of the original development receiving the Class 6B/8 designation

- ☒ New Construction
- ☐ Substantial Rehabilitation
- ☐ Occupation of Abandoned Property - No Special Circumstance
- ☐ Occupation of Abandoned Property - With Special Circumstance

VI. Employment

How many permanent full-time and part-time employees do you now employ?

On-Site: Full-time: 30 Part-time: 0

In Cook County: Full-time: 30 Part-time: 0

VII. Local Approval

A certified copy of a resolution or ordinance from the municipality in which the real estate is located (or the County Board, if the real estate is located in an unincorporated area) must accompany this renewal. The ordinance or resolution must expressly state that the municipality supports and consents to this Class 6B/8 Renewal and has determined that the industrial use of the property is necessary and beneficial to the local economy.

Tad Lagestee _____, the undersigned, certify that I have read this
*Renewal Application and that the statements set forth in this Renewal Application and in
the attachments hereto are true and correct, except as those matters stated to be on
information and belief and as to such matters the undersigned certifies that he/she
believes the same to be true.*

Signature

Tad Lagestee

Print Name

Title

Date

Revised November 4, 2014

INCENTIVES CLASS LIVING WAGE ORDINANCE AFFIDAVIT

Tad Lagestee _____ as agent for the applicant set forth below, who is seeking a classification incentive as referenced below, I do hereby state under oath as follows:

1. As the agent for the applicant set forth below, I have personal knowledge as to the facts stated herein.
2. The property identified by PIN(s) with commonly known address(es), listed in Exhibit A attached and herein incorporated, are/is the subject of a pending application/renewal (circle as appropriate) for one of the following development incentives provided by the Code of Ordinances of Cook County, Chapter 74, Article II, Division 2, The Cook County Real Property Assessment Classification Ordinance, Sec.74-60 et seq., as amended:
☒ Class 6b ☐ Class 8 (Industrial property) ☐ Class 9
3. The Cook County Assessor's Office has issued the following control number regarding this application/renewal (circle as appropriate), 61512.
4. I have reviewed the Code of Ordinances of Cook County, Cook County Living Wage Ordinance, as amended (the "Ordinance"), and certify that the applicant is in compliance with the above referenced Cook County Living Wage Ordinance, due to one of the following options (check as appropriate):

☒ Applicant is currently paying a living wage to its employees, as defined in the Ordinance.

OR

☐ Applicant is not required to pay a living wage, pursuant to the Ordinance.

Further affiant sayeth not.

Tad Alan Lagestee
Agent's Signature

Tad Lagestee

Agent's Name & Title

3010 Highland Parkway, #225, Downers Grove, IL 60515

Agent's Mailing Address

Agent's Telephone Number

Prairie Properties, LLC

Applicant's Name

Same as agent

Applicant's Mailing Address

tad@gaincompanies.com

Applicant's e-mail address

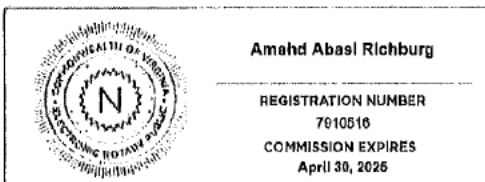
State of: VA, Prince William County

Subscribed and sworn before me this 4th day of May, 20 22.

Amehd Abasi Richburg

Signature of Notary Public

1/30/15



4

Notarized online using audio-video communication

EXHIBIT A
(Please type or Print)

PIN(s)
29-32-101-064 & 065

Common Address
17730 Hoffman Way

1/30/15

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BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Angela Mesaros, Director of Economic and Community Development

Topic: Special use and text amendment to allow a Veterinary Clinic in the Petco Animal Supplies Stores, Inc., 17930 Halsted Street

PURPOSE

Petco Animal Supplies Stores, the applicant, wishes to operate a veterinary office at the existing Petco store at 17930 Halsted Street. A veterinary clinic is not currently allowed in the B-4 Shopping Center District. Therefore, an amendment to the Homewood Zoning Ordinance to allow a veterinary office is required. Staff recommends that this use be classified as a special use. The applicant has requested a special use permit for the veterinary clinic. The proposed use will occupy approximately 2,000 square feet inside the existing 15,000 square foot retail establishment.



On August 9, 2005, the Village Board approved an amendment to the Washington Park Plaza Planned Unit Development (which Petco is located in). The ordinance included a use variance “to allow a veterinarian office as part of the Petco pet supply store.” While this location was granted the use variance to operate the veterinary office in the Petco store in the past, the variance has expired and the business must re-apply.

As it relates to veterinary clinics, the zoning ordinance allows animal hospitals, kennels, and veterinarians as a permitted uses in M-1 Limited Manufacturing District. In 2019, the zoning ordinance was amended to allow an animal shelter and adoption center operated by a non-profit corporation in PL-2 as a special use. Most recently, on January 25, 2022, the Village approved an amendment to the zoning ordinance to allow a veterinary clinic as a special use in



the B-1 Zoning District and granted a special use permit to allow the operation of a veterinary clinic at 18265 Dixie Highway for Heartland Veterinary Partners.

The Village is currently in the process of updating the zoning ordinance, with anticipated adoption in fall 2022. The draft ordinance proposes to allow an animal hospital or veterinarian as a special use in zoning districts B-2, B-3, B-4, and M-1.

PROCESS

At its regular meeting on July 14, 2022, the Planning and Zoning Commission considered the applicant's request for a text amendment and the request for a special use permit in a public hearing. Four commission members were present and voted unanimously to recommend approval of both the text amendment and the special use permit for a veterinary clinic at Petco located at 17930 Halsted Street.

OUTCOME

Text Amendment

The proposed text amendment for consideration by the Village Board is to allow the operation of a veterinary clinic in the B-4 Shopping Center District as a special use. The special use designation will allow case-by-case evaluation for such uses that have a potential impact on adjacent properties and the public need for the use at a specific location. The following amendment to Table 44-175.1 is proposed (new text in **bold-underline**):

TABLE 44-175.1: Summary Table of Permitted and Special Uses

P= Permitted Use S= Special Use

Use	Zoning Districts				Specific Use Standards
	B-1	B-2	B-3	B-4	
Veterinary Clinic	S			<u>S</u>	

After consideration of public testimony, the following Findings of Fact (as proposed or amended) by the standards set forth in Section 2.16 may be entered into the record:

1. The applicant, David Rojas, as authorized by Washington Park Plaza, LLC c/o M&J Wilkow Properties, LLC, a property owner in the Village of Homewood, has requested an amendment to the Zoning Ordinance to allow the operation of a veterinary clinic in the B-4 Shopping Center District as a special use.
2. Section 44-173 and Table 44-175.1 of the Zoning Ordinance establishes the permitted and special uses allowed in the business zoning districts of the Village.



3. The operation of a veterinary clinic in the B-4 Shopping Center District as a special use is consistent with the goals of the Comprehensive Plan and compatible with the existing uses and patterns of development of the zoning district.
4. The proposed amendment for a special use recognizes that this use has characteristics that require additional consideration to ensure they are compatible with adjacent uses.

Special Use Permit

The Planning and Zoning Commission reviewed the application, heard testimony by the applicant, and considered the applicant's response to the standards for a special use permit. The following Findings of Fact (as proposed or amended) by the standards set forth in Section 2.16 may be entered into the record:

1. The subject property is located at 17930 Halsted Street, Lot 1 of the Washington Park Plaza Planned Unit Development.
2. The applicant, David Rojas, has petitioned on behalf of the business owner, Petco Animal Supplies Stores, Inc., and the property owner, Washington Park Plaza, LLC c/o M&J Wilkow Properties, LLC.
3. Pending the adoption of an ordinance by the Village Board, the operation of a veterinary clinic in the B-4 Shopping Center District is a special use.
4. Petco Animal Supplies Stores, Inc. proposes to operate a veterinary clinic of approximately 2,000 s.f. entirely inside of the existing 15,060 s.f. retail establishment.

FINANCIAL IMPACT

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

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Pass an ordinance amending the zoning code to allow the operation of a veterinary clinic in the B-4 Shopping Center District as a special use; and, an ordinance granting a special use permit to operate a veterinary clinic at 17930 Halsted Street in the B-4 Shopping Center zoning district.

ATTACHMENT(S)

- Ordinance for text amendment to the zoning ordinance
- Ordinance granting a special use permit

ORDINANCE NO. MC - 1062

AN ORDINANCE AMENDING THE HOMEWOOD ZONING ORDINANCE TO ALLOW OPERATION OF A VETERINARY CLINIC AS A SPECIAL USE IN THE B-4 SHOPPING CENTER ZONING DISTRICT

WHEREAS, the Illinois Municipal Code authorizes the President and Board of Trustees of the Village of Homewood to regulate by ordinance the use and development of land within the Village to promote public health, safety, comfort and welfare; and

WHEREAS, David Rojas as authorized by Washington Park Plaza, LLC c/o M&J Wilkow Properties, LLC has petitioned to amend the Zoning Ordinance to allow operation of a veterinary clinic in the B-4 Shopping Center District as a special use; and

WHEREAS, operation of a veterinary clinic currently is not allowed as a permitted use or a special use in the B-4 Shopping Center District of the Zoning Ordinance; and

WHEREAS, notice of a meeting of the Planning and Zoning Commission called to consider the requested text amendment was published June 29, 2022, in accordance with 65 ILCS 5/11-12-7; and

WHEREAS, a public hearing was held before the Planning and Zoning Commission on July 14, 2022, and the Planning and Zoning Commission and by a vote 4-0 unanimously recommended approval of the proposed text amendment; and

WHEREAS, the President and Board of Trustees find it to be in the best interests of the citizens and businesses within the Village of Homewood to amend the Zoning Ordinance as requested.

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

SECTION ONE – FINDINGS OF FACT:

1. The applicant, David Rojas as authorized by Washington Park Plaza, LLC c/o M&J Wilkow Properties, LLC a property owner in the Village of Homewood, has requested an amendment to the Zoning Ordinance to allow the operation of a veterinary clinic in the B-4 Shopping Center District as a special use.
2. Section 44-173 and Table 44-175.1 of the Zoning Ordinance establish permitted and special uses allowed in the business zoning districts of the Village.

3. Allowing operation of a veterinary clinic in the B-4 Shopping Center District as a special use is consistent with the goals of the Comprehensive Plan and is compatible with existing uses and development patterns of the zoning district.
4. It is appropriate to classify the proposed use as a special use since operation of a veterinary clinic in the B-4 Shopping Center District may require additional considerations to ensure compatibility with adjacent uses.

SECTION TWO – AMENDMENTS TO ZONING ORDINANCE:

The Village's Zoning Ordinance is amended as follows:

- A. Table 44-175.1, Summary Table of Permitted and Special Uses is amended by addition of the following under "Retail, Service, Transportation Uses" (new text in **bold-underline**):

TABLE 44-175.1: Summary Table of Permitted and Special Uses

P= Permitted Use S= Special Use

Use	Zoning Districts				Specific Use Standards
	B-1	B-2	B-3	B-4	
Veterinary Clinic	S			<u>S</u>	

SECTION THREE – EFFECTIVE DATE:

This Ordinance shall be effective from and after its passage and approval as provided by law.

PASSED and APPROVED this 26th day of July 2022.

Village President

Village Clerk

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

ORDINANCE NO. M - 2225**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
TO ALLOW THE OPERATION OF A VETERINARY CLINIC
AT PETCO ANIMAL SUPPLIES STORES, INC AT 17930 HALSTED STREET,
HOMEWOOD, COOK COUNTY, ILLINOIS**

WHEREAS, 65 ILCS 5/11-13-1.1 authorizes the granting of a special use by passage of an Ordinance; and

WHEREAS, David Rojas, on behalf of Petco Animal Supplies Stores, Inc. requested a special use permit to operate a veterinary clinic in Petco at 17930 Halsted Street; and

WHEREAS, this use is classified in the Homewood Zoning Ordinance as a special use in the B-4 Shopping Center District; and

WHEREAS, the Homewood Planning and Zoning Commission reviewed and considered the request at its regular meeting on July 14, 2022 and by a vote 4-0 unanimously recommended approval of the requested special use; and

WHEREAS, the President and Board of Trustees of the Village of Homewood, Cook County, Illinois deem it appropriate and are willing to grant a special use permit, subject to the terms and provisions hereof.

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

SECTION ONE – INCORPORATION OF RECITALS:

The above recitals are incorporated into this ordinance as if fully restated here.

SECTION TWO – FINDINGS OF FACT:

1. The subject property is located at 17930 Halsted Street, Lot 1 of the Washington Park Plaza Planned Unit Development.
2. The applicant, David Rojas, has petitioned on behalf of the business owner, Petco Animal Supplies Stores, Inc., and the property owner, Washington Park Plaza, LLC c/o M&J Wilkow Properties, LLC.
3. Pending the adoption of an ordinance by the Village Board, the operation of a veterinary clinic in the B-4 Shopping Center District is a special use.
4. Petco Animal Supplies Stores, Inc. proposes to operate a veterinary clinic of approximately 2,000 square feet entirely inside of the existing 15,060 square feet retail establishment.

SECTION THREE – LEGAL DESCRIPTION:

The subject property is legally described as follows:

Lot 1 of the Washington Park Plaza Subdivision being a re-subdivision of part of the east half of Section 32, Township 36 North, Range 14 East of the Third Principal Meridian in Cook County, IL.

Permanent Index Number: 29-32-401-032-0000

Common Address: 17930 Halsted Street
Homewood, IL 60430

SECTION FOUR – ISSUANCE OF SPECIAL USE PERMIT:

A special use permit is hereby granted to Petco Animal Supplies Stores, Inc. to operate a veterinary clinic within the retail establishment at the above-described property.

SECTION FIVE – DOCUMENTS TO BECOME A PART OF THIS ORDINANCE:

The following documents are hereby made part of this Ordinance:

The Homewood Planning and Zoning Commission minutes of July 14, 2022, as they relate to the subject zoning.

The Homewood Village Board minutes of July 26, 2022, as they relate to this ordinance.

SECTION SIX – RECORDING:

The Village Attorney shall cause this Ordinance without attachments to be recorded in the Office of the Cook County Clerk – Recording Division.

PASSED and APPROVED this 26th day of July 2022.

Village President

Village Clerk

YEAS: _____ NAYS: _____ ABSTENTIONS: _____ ABSENCES: _____



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Dennis Bubenik, Director of Finance

Topic: Reimbursement Resolution-FD Ambulance 2023 General Obligation (GO) Bond

PURPOSE

The rules on issuing municipal tax exempt General Obligation (GO) Bonds is heavily regulated by the IRS. Municipalities typically contract with legal firms specializing in these rules to receive guidance. The Village of Homewood uses the Chicago based firm of Chapman & Cutler LLC for this legal analysis.

GO Bond counsel, Chapman and Cutler LLC, indicates a reimbursement resolution is required when a current purchase encumbers or obligates a GO Bond that will be issued in the future. Such is the case with the desired purchase of a replacement ambulance for the Village of Homewood Fire Department.

There is a 12 to 18-month build time from order to delivery of the ambulance. By ordering now, the Village anticipates a better purchase price and the early order will allow time to complete the build of the vehicle by the time bonds are issued in September 2023.

PROCESS

To complete this advance purchase, the Village is required to perform the following:

- Perform a detailed review of the GO Bond funded project that will require a reimbursement resolution.
- Review bond rules and solicit a draft reimbursement resolution from Chapman & Cutler LLC.
- Present the reimbursement resolution to the Village Board for approval.

OUTCOME

Not every project qualifies for a reimbursement resolution. It is common for expensive capital purchases like ambulances and fire apparatus to qualify for reimbursement resolutions. Another benefit to the reimbursement resolution process is that municipalities are able to lock in current-year purchase prices with the intent of avoiding potential price increases in the coming year. Fire administration anticipates up to a 12% increase in the price of an ambulance in 2023.



Unforeseen Cost Increase

In the event that unforeseen price increases impact the budget and purchase amount for the ambulance (\$380,000), and understanding that the reimbursement resolution becomes the legal authorization to pre-encumber a specific amount from a future bond, Chapman & Cutler LLC recommends the Reimbursement Resolution be adjusted to obligate a not-to-exceed amount of \$425,000 to provide some flexibility in the event of unforeseen cost increases.

FINANCIAL IMPACT

- **Funding Source:** GO Bond Fund
- **Reimbursement Resolution:** \$425,000
- **Budgeted Amount:** \$380,000

LEGAL REVIEW

Legal review completed by -

- Bond counsel Chapman & Cutler LLC, Chicago, IL
- Village Attorney

RECOMMENDED BOARD ACTION

Pass a resolution expressing official intent to reimburse certain capital expenditures from the proceeds of a bond obligation to be issued by the Village of Homewood, Cook County, Illinois in an amount not to exceed \$425,000.

ATTACHMENT(S)

Reimbursement Resolution

RESOLUTION NO. R-3119

A RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN CAPITAL EXPENDITURES FROM PROCEEDS OF AN OBLIGATION TO BE ISSUED BY THE VILLAGE OF HOMEWOOD, COOK COUNTY, ILLINOIS.

WHEREAS, the President and the Board of Trustees (the “*Corporate Authorities*”) of the Village of Homewood, Cook County, Illinois (the “*Village*”), have developed a list of capital projects described in *Exhibit A* (the “*Projects*”); and

WHEREAS, all or a portion of the expenditures relating to the Projects (the “*Expenditures*”) (i) have been paid within the 60 days before passage of this Resolution or (ii) will be paid on or after passage of this Resolution; and

WHEREAS, the Village reasonably expects to reimburse itself for the Expenditures with the proceeds of an upcoming bond issue.

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

Section 1 - Incorporation of Preambles:

The Corporate Authorities find that the recitals in the preambles to this Resolution are full, true and correct and do incorporate them into this Resolution by this reference.

Section 2 - Intent to Reimburse:

The Village reasonably expects to reimburse or directly pay the Expenditures with proceeds of an obligation.

Section 3 - Maximum Amount:

The maximum aggregate principal amount of the obligation expected to be issued for the Projects is \$425,000.

Section 4 - Ratification:

All actions of the Village’s officers, agents and employees that conform with the purposes and intent of this Resolution, whether before or after its adoption, are ratified and approved.

Section 5 - Severability:

If any section of this Resolution is held to be invalid or unenforceable, the invalidity or unenforceability of such section shall affect none of the remaining provisions of this Resolution.

Section 6 - Repeal:

All resolutions or parts thereof that conflict with this Resolution are repealed and this Resolution shall be in full force upon its adoption.

This Resolution adopted on July 26, 2022.

Village President
Village of Homewood,
Cook County, Illinois

RECORDED in the Village Records on July 26, 2022.

Attest:

Village Clerk
Village of Homewood,
Cook County, Illinois

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

EXHIBIT A

DESCRIPTION OF CAPITAL PROJECTS

- Purchase of an ambulance to be used by the Fire Department to benefit the Village, and other capital expenditures.



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Bob Grabowski, Fire Chief

Topic: Ambulance Purchase

PURPOSE

The 2022-2023 CIP budget includes the replacement of the 2015 Fire Department Ambulance #128. The Suburban Purchasing Cooperative (SPC) allows the Village to purchase the ambulance in a manner similar to how we purchased the previous ambulance; by ordering the vehicle prior to the issuance of our next bond (FY2023) requiring the passing of a Reimbursement Resolution for the 2023 General Obligation Bond that will be submitted separately by the Finance Department.

PROCESS

The Suburban Purchasing Cooperative is a joint purchasing program sponsored by the Northwest Municipal Conference (NWMC), DuPage Mayors & Managers Conference (DMMC) South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL). Together the SPC represents 144 municipalities and townships in northeastern Illinois.

Captain John Elashik and Lieutenant Jason Presnak worked together with Foster Coach Sales to design and create the specifications that met the (SPC) requirements for a new ambulance. The specifications also needed to fit within the allotted budget including an anticipated delivery date of December 2023. The breakdown of the ambulance cost includes the following:

- Ambulance: \$301,873.00
- Knox Box / Medical Vault: \$2,400.00



- Stryker Cot / Lift / Stair Chair: \$55,287.20
 - Ferno Mounts and Brackets for portable equipment: \$4,200.00
 - Motorola Radios and related equipment including installation: \$8,538.44
 - Lettering and Decals: \$6,400.00
 - Computer Mounts and Installation Hardware: \$1,301.36
- Total Cost: \$380,000.00**

FINANCIAL IMPACT

2023 General Obligation Bond

The Fire Department budgeted \$380,000.00 for this ambulance replacement. This purchase is included in the FY2022-2023 budget with source funds coming from the issuance of a General Obligation Bond in September of 2023.

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Waive competitive bidding requirements and purchase an ambulance through a purchasing cooperative per Section 5.6 of the Village of Homewood Purchasing Policy; and, approve the purchase of a new 2023 Ford F550 4X4 ambulance from Foster Coach Sales, Inc. of Sterling, IL through the Suburban Purchasing Cooperative (SPC) at a cost of \$380,000.

ATTACHMENT(S)

- Foster Coach Sales quotation
- Purchase agreement

FOSTER COACH SALES, INC.

903 Prosperity Drive Street P.O. Box 700
Sterling, Illinois 61081

Phone: (815) 625-3276

(800) 369-4215

Fax: (815) 625-7222

Web site: www.fostercoach.com

PF01073**QUOTATION**

TO: HOMEWOOD FIRE DEPARTMENT
17950 DIXIE HWY
HOMEWOOD, IL 60430

DATE: 02/07/22

ATTN: JASON PRESNAK

REFERENCE: NEW AMBULANCE

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below and on the reverse side hereof.

QTY.	DESCRIPTION	EACH	NET PRICE
1	2023 FORD F550 4X4 CHASSIS ON A CUSTOM HORTON CONVERSION PER CUSTOMER SPECIFICATIONS	\$ 301,873.00	\$ 301,873.00
		\$ Total	\$ 301,873.00
ACCEPTED BY: <u><i>Jason Presnak</i></u> TITLE: <u>Village Manager</u> Date: <u>3/15/2022</u>			

ESTIMATED DELIVERY:
12-14 MONTHS DEPENDING ON CHASSIS

PROPOSED BY: *P.J. Foster*

P.J. FOSTER, VICE PRESIDENT OF SALES



This Purchase Agreement (together with all attachments referenced herein, the "Agreement"), made and entered into by and between Foster Coach Sales Inc., an Illinois corporation ("Foster"), and The Village Of Homewood, ("Customer") is effective as of the date specified in Section 3 hereof.

1. Definitions.

- a. **"Product"** means the ambulance and any associated equipment manufactured or furnished for the Customer by Foster pursuant to the Specifications.
- b. **"Specifications"** means the general specifications, technical specifications, training, and testing requirements for the Product contained in the Foster Proposal for the Product prepared in response to the Customer's request for proposal.
- c. **"Foster Proposal"** means the proposal provided by Foster prepared in response to the Customer's request for proposal.
- d. **"Delivery"** means the date Foster is prepared to make physical possession of the Product available to the Customer.
- e. **"Acceptance"** The Customer shall have fifteen (15) calendar days of Delivery to inspect the Product for substantial conformance with the material Specifications; unless Foster receives a Notice of Defect within fifteen (15) calendar days of Delivery, the Product will be deemed to be in conformance with the Specifications and accepted by the Customer.

2. Purpose. This Agreement sets forth the terms and conditions of Foster's sale of the Product to the Customer.

3. Term of Agreement. This Agreement will become effective on the date it is signed and approved by Foster's authorized representative pursuant to Section 20 hereof ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon the Customer's Acceptance and payment in full of the Purchase Price.

4. Purchase and Payment. The Customer agrees to purchase the Product specified below for the total purchase price of \$301,873 ("Purchase Price").

Quantity	Chassis Type	Body Type	Price per Unit
1	Ford F550 4x4	Horton	\$301,873
			\$
			\$
			\$
			\$

Warranty Period: Factory Warranties

Payment Terms: Payment due at time of delivery

5. Future Changes. Various state or federal regulatory agencies (e.g. NFPA, DOT, EPA, KKK Standard) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. To the extent practicable, Foster will document and itemize any such price increases for the Customer.

6. Agreement Changes. The Customer may request that Foster incorporate a change to the Products or the Specifications for the Products by delivering a change order to Foster; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit Foster to evaluate the feasibility of such change ("Change Order"). Within [seven (7) business days] of receipt of a Change Order, Foster will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. Foster shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order. A Change Order is only effective when counter-signed by Foster's authorized representative.

7. Cancellation/Termination. In the event this Agreement is cancelled or terminated by a party before completion, Foster may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price

after order is accepted and entered by Foster; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Foster endeavors to mitigate any such costs through the sale of such Product to another purchaser; however Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by Foster upon sale of the Product to another purchaser, plus any costs incurred by Foster to conduct any such sale.

8. **Delivery, Inspection and Acceptance.** (a) **Delivery.** Delivery of the Product is scheduled to be within 14-18 months of the Effective Date of this Agreement, F.O.B. Sterling, Illinois. Risk of loss shall pass to Customer upon Delivery. (b) **Inspection and Acceptance.** Upon Delivery, Customer shall have fifteen (15) days within which to inspect the Product for substantial conformance to the material Specifications, and in the event of substantial non-conformance to the material Specifications to furnish Foster with written notice sufficient to permit Foster to evaluate such non-conformance ("Notice of Defect"). Any Product not in substantial conformance to material Specifications shall be remedied by Foster within thirty (30) days from the Notice of Defect. In the event Foster does not receive a Notice of Defect within fifteen (15) days of Delivery, Product will be deemed to be in conformance with Specifications and Accepted by Customer.

Other Matters: _____

9. **Notice.** Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other:

Foster Coach Sales, Inc.
PO Box 700
903 Prosperity Drive
Sterling, Ill. 61081

Customer

Village Of Homewood

2020 Chestnut

Homewood, IL 60430

10. **Standard Warranty.** Any applicable manufacturer's warranties are attached hereto as part of the Foster Proposal and are made a part hereof. Any additional warranties must be expressly approved in writing by Foster's authorized representative.

11. **Force Majeure.** Foster shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Foster's control which make Foster's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

12. **Default.** The occurrence of one or more of the following shall constitute a default under this Agreement: (a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; (b) Foster fails to perform any of its obligations under this Agreement; (c) either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement is false in any material respect; (e) the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or (f) the Customer is in default or has breached any other contract or agreement with Foster.

13. **Manufacturer's Statement of Origin.** It is agreed that the manufacturer's statement of origin ("MSO") for the Product covered by this Agreement shall remain in the possession of manufacturer until the entire Purchase Price has been paid. If more than one Product is covered by this Agreement, then the MSO for each individual Product shall remain in the possession of manufacturer until the Purchase Price for that Product has been paid in full. In case of any default in payment, Foster may take full possession of the Product, and any payments that have been made shall be applied as payment for the use of the Product up to the date of taking possession.

14. **Independent Contractors.** The relationship of the parties established under this Agreement is that of independent contractors and neither party is a partner, employee, agent, or joint venturer of or with the other.

15. **Assignment.** Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

16. **Governing Law; Jurisdiction.** Without regard to any conflict of laws provisions, this Agreement is to be governed by and under the laws of the state of Illinois.

17. Facsimile Signatures. The delivery of signatures to this Agreement by facsimile transmission shall be binding as original signatures.

18. Entire Agreement. This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by Foster's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by Foster's authorized representative.

19. Conflict. In the event of a conflict between the Customer Specifications and the Foster Proposal, the Foster Proposal shall control. In the event there is a conflict between the Foster Proposal and this Agreement, the Foster Proposal shall control.

20. Signatures. This Agreement is not effective unless and until it is approved, signed and dated by Foster Coach Sales, Inc.'s authorized representative.

Accepted and agreed to:

FOSTER COACH SALES, INC.

Name: _____

Title: _____

Date: _____

CUSTOMER: Village Of Homewood

Name: _____

Title: _____

Date: _____



BOARD AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2022

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Angela Mesaros, Director of Economic and Community Development

Topic: Amendment to Homewood Zoning Ordinance related to Places of Assembly

PURPOSE

In May 2021, the U.S. Department of Justice and the United States Attorney's Office initiated an inquiry into the Village of Homewood's zoning and land-use practices pursuant to the Religious Land Use and Institutionalized Person Act of 2000 (RLUIPA). The focus was on how the Village's zoning laws may treat secular areas of assembly differently than religious areas of assembly. The equal terms provision of RLUIPA requires that restrictions on land use be justified by the intent and purpose of that regulation and that similarly situated uses cannot be treated differently based on whether or not they are religious or non-religious uses.

PROCESS

The last comprehensive update to the Homewood Zoning Ordinance was in 2002, and the Village is currently in the process of a complete rewrite of the Zoning Ordinance. This process takes up to 18 months. However, the places of worship and assembly require more immediate action. The Village Attorney and the Village's zoning consultant, Houseal Lavigne, have provided guidance for amendments to the code.

The Village Attorney presented options for the amendment related to places of worship at the Planning & Zoning Commission meetings on May 13, 2021 and June 24, 2021. On November 18, 2021, the Homewood Planning & Zoning Commission reviewed the proposed zoning text amendments, and unanimously recommended approval at a public hearing.

OUTCOME

As currently written, the Homewood Zoning Ordinance classifies "places of worship" as special uses in every business and residential district. However, places of worship do not align with the stated purpose of the business districts, which focuses exclusively on the preservation and maintenance of commercial and retail activity. In addition, other permitted uses in the zoning ordinance would also be interpreted as places of assembly.



To comply with the law, staff and the Village Attorney recommend that the Village amend the use lists to replace the categories of “places of worship” and other types of assembly uses with the following: “commercial places of assembly” and “non-commercial places of assembly.”

The proposed amendment would establish separate categories for commercial and non-commercial places of assembly. Non-commercial assembly uses would be allowed as special uses in the residential districts, and commercial assembly uses would be special uses in the business districts. All assembly uses would be special uses in the public land and open space districts. This would ensure that the zoning ordinance is in compliance with RLUIPA.

FINANCIAL IMPACT

- **Funding Source:** No Financial Impact
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Approve an ordinance amending the text of the Homewood Zoning Ordinance, Sections 4, 5, 7, 9, 11, and 15, to establish categories for “Non-Commercial Places of Assembly” and “Commercial Places of Assembly.”

ATTACHMENT(S)

Ordinance