

RESOLUTION NO. R-2016-15

11/5/16

**RESOLUTION APPROVING AND AUTHORIZING  
THE EXECUTION OF A FIRST ADDENDUM TO THE  
EMPLOYMENT AGREEMENT ENTERED INTO  
WITH WILLIE NORFLEET, JR.**

**WHEREAS**, on March 11, 2015, the President and Board of Trustees of the Village of Maywood ("Village Board") passed a motion that approved Resolution No. R-2015-05 (Resolution Approving The Appointment Of Willie Norfleet, Jr. As Village Manager And Authorizing The Execution Of An Employment Agreement For The Position Of Village Manager With Willie Norfleet, Jr.), which appointed Willie Norfleet, Jr. to serve as the Village Manager and to perform all of the customary duties of the Village Manager position in accordance with the provisions of Title III (Administration), Chapter 30 (Village Administration), Section 30.04 (Village Manager) of the Maywood Village Code and also approved an Employment Agreement for purposes of hiring Mr. Norfleet as Village Manager; and

**WHEREAS**, after the completion of Mr. Norfleet's first annual performance review, the Village Board and Mr. Norfleet desire to enter into a First Addendum to the Employment Agreement Entered Into With Willie Norfleet, Jr., a copy of which is attached hereto as Exhibit "A" and made a part hereof; and

**WHEREAS**, the President and Board of Trustees of the Village of Maywood, as corporate authorities of an Illinois home rule municipal corporation, have the authority to appoint and retain Willie Norfleet, Jr. as Village Manager and to enter into the attached First Addendum to the Employment Agreement Entered Into With Willie Norfleet, Jr., pursuant to home rule power, as provided by Article VII, Section 6(a) of the Illinois Constitution of 1970, and Sections 5-3-7 and 8-1-7 of the Illinois Municipal Code (65 ILCS 5/5-3-7 and 8-1-7); and

**WHEREAS**, in regard to this Agreement, the Village has complied with the six (6) calendar day prior posting requirement set forth in Section 7.3 to the Illinois Open Meetings Act (5 ILCS 120/7.3) (effective January 1, 2012), that imposes a duty on all municipal employers who participate in the Illinois Municipal Retirement Fund ("IMRF") to post on its website or in the Village Hall the total compensation packages of employees whose total compensation packages are equal to or in excess of One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00) per year; and

**WHEREAS**, the President and Board of Trustees have determined that it is in the best interests of the Village to continue to employ Willie Norfleet, Jr. as Village Manager and to authorize the execution of the attached First Addendum to the Employment Agreement Entered Into With Willie Norfleet, Jr.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** Each of the recitals above is incorporated by reference into this Section 1.

**SECTION 2:** Pursuant to the Village's home rule powers, as provided by Article VII, Section 6(a) of the Illinois Constitution of 1970, and the applicable provisions of the Illinois

Municipal Code (65 ILCS 5/5-3-7 and 8-1-7), the President and Board of Trustees of the Village of Maywood approve and authorize the execution of the First Addendum to the Employment Agreement Entered Into With Willie Norfleet, Jr., a copy of which is attached hereto as Exhibit "A" and made a part hereof.

**SECTION 3:** In furtherance of the above approval, the President and Board of Trustees of the Village of Maywood authorize and direct the Village President and the Village Clerk, or their designees, to execute the First Addendum to the Employment Agreement Entered Into With Willie Norfleet, Jr. and to take all required, necessary and appropriate actions to comply with the requirements of the First Addendum to the Employment Agreement and to execute such other documents as may be necessary or convenient to allow the Village to fulfill its obligations under the First Addendum to the Employment Agreement and the directives under this Resolution.

**SECTION 4:** This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 26<sup>th</sup> day of July, 2016, pursuant to a roll call vote as follows:

**AYES:** Mayor Edwenna Perkins, Trustee(s) I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers

**NAYS:** None

**ABSENT:** Trustee H. Yarbrough, Sr.

**APPROVED** by me as Village President, and attested by the Village Clerk, on this 28th day of July, 2016.

\_\_\_\_\_  
VILLAGE PRESIDENT

**ATTEST:**

\_\_\_\_\_  
VILLAGE CLERK



Exhibit "A"

**FIRST ADDENDUM TO THE EMPLOYMENT AGREEMENT ENTERED INTO  
WITH WILLIE NORFLEET, JR.**

(attached)

**FIRST ADDENDUM TO  
THE EMPLOYMENT AGREEMENT ENTERED INTO WITH WILLIE NORFLEET, JR.**

**THIS FIRST ADDENDUM**, entered into this 26th day of July, 2016, in Maywood, Cook County, Illinois, by and between the Village of Maywood, an Illinois municipal corporation (the "VILLAGE" or "Corporate Authorities of the Village"), and Willie Norfleet, Jr. ("NORFLEET"), is made to an Employment Agreement that was entered into by the Parties and approved by the Corporate Authorities of the Village of Maywood by Resolution No. R-2015-05 (the "Employment Agreement") on March 12, 2015. This First Addendum modifies the Employment Agreement as follows:

1. **AMENDMENT OF SECTION 6 (COMPENSATION)**. The first paragraph of Section 6 of the Employment Agreement is amended, in its entirety, to add a second paragraph as shown by the underlined text below:

6. **COMPENSATION**. In consideration of NORFLEET performing all of the duties required of the Village Manager, as set forth at Title III (Administration), Chapter 30 (Village Administration), Section 30.04 (Village Manager) of the Village Code, the VILLAGE shall pay to NORFLEET the sum of One Hundred Twenty Five Thousand and No/100 Dollars (\$125,000.00) per year, payable in installments every two weeks. NORFLEET shall receive a performance review within one (1) month following the first year "Anniversary Date" of his employment start date with the VILLAGE. NORFLEET will be eligible for a performance bonus in an amount not to exceed Fifteen Thousand and No/100 Dollars (\$15,000.00), upon satisfactory performance by NORFLEET, as determined by the Corporate Authorities, in their sole discretion, at his first annual performance review. Also at his first annual performance review, NORFLEET'S annual salary may be increased by an amount determined by the Corporate Authorities in their sole discretion upon satisfactory performance by NORFLEET. The Corporate Authorities agree not to reduce NORFLEET'S annual salary at any time without his consent. The failure of the Corporate Authorities to conduct an annual performance review prior to NORFLEET'S employment Anniversary Date each year shall not be a breach or violation of this Agreement.

Based on the initial performance evaluation, the Corporate Authorities of the VILLAGE approve and authorize:

- (1) A two percent (2%) salary increase in NORFLEET'S current salary, effective as of his Year 2016 Anniversary Date (April 20, 2016) with retroactive salary being paid as part of normal payroll within thirty (30) calendar days of the approval date of this First Addendum. NORFLEET'S new annual salary shall be One Hundred Twenty-Seven Thousand Five Hundred and No/100 Dollars (\$127,500.00). This First Addendum ratifies the payment of the salary increase, which took effect in June 2016 due to the VILLAGE'S summer meeting schedule.
- (2) A one-time bonus payment of Seven Thousand Five Hundred and No/100 Dollars (\$7,500.00) in regard to his first annual performance review shall be paid to NORFLEET immediately or as part of normal payroll within thirty (30) calendar days of the approval date of this First Addendum. This First Addendum ratifies the payment of the bonus, which took effect in June 2016 due to the VILLAGE'S summer meeting schedule.

(3) At his second performance review to be conducted during Year 2016, NORFLEET will be eligible for a performance bonus in an amount not to exceed Seven Thousand Five Hundred and No/100 Dollars (\$7,500.00), upon satisfactory performance by NORFLEET, as determined by the Corporate Authorities, in their sole discretion. The second performance review will cover NORFLEET'S performance for the time period between April 20, 2016 and August 31, 2016.

2. **MISCELLANEOUS.**

- A. This First Addendum is meant to supplement the terms of the Employment Agreement. In all respects, except as specifically amended by this First Addendum, the Employment Agreement shall remain in full force and effect. In the event of any conflict or inconsistency between the terms of the Employment Agreement and this First Addendum, the terms of this First Addendum shall supersede and control.
- B. This First Addendum constitutes the entire understanding between and among the Parties with respect to the subject matter contained herein and supersedes any and all prior understandings and/or agreements between the Parties, whether written, oral or otherwise.
- C. This First Addendum shall be effective on the date that the last signatory executes this First Addendum (the "Effective Date").

**IN WITNESS WHEREOF**, this First Addendum has been approved by the Corporate Authorities of the Village of Maywood, at a Regular Village Board Meeting held on July 26, 2016, by the passage of a Resolution authorizing the approval of this First Addendum. The duly authorized representatives of the Village of Maywood have signed and dated this First Addendum below. Willie Norfleet, Jr. has read and understands the terms of this First Addendum, has voluntarily signed and dated this First Addendum, and has had his signature notarized by a Notary Public.

**VILLAGE OF MAYWOOD**

**Attest:**

\_\_\_\_\_  
Village President

\_\_\_\_\_  
Village Clerk

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**WILLIE NORFLEET, JR.**

**Attest:**

\_\_\_\_\_  
Willie Norfleet, Jr.

\_\_\_\_\_  
Notary Public

Date: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF ILLINOIS )  
  ) SS  
COUNTY OF COOK )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached and foregoing is a true and correct copy of that certain Resolution now on file in my Office, entitled:

RESOLUTION NO. R-2016-15

RESOLUTION APPROVING  
AND AUTHORIZING THE EXECUTION OF A FIRST ADDENDUM TO  
THE EMPLOYMENT AGREEMENT ENTERED INTO  
WITH WILLIE NORFLEET, JR.

which Resolution was passed by the Board of Trustees of the Village of Maywood at a Regular Village Board Meeting on the 26th day of July, 2016, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the 28th day of July, 2016.

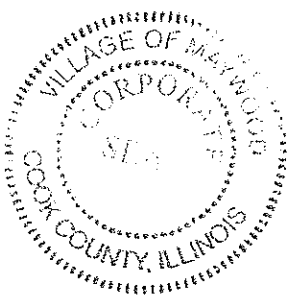
I further certify that the vote on the question of the passage of said Resolution by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

- AYES:** Mayor Edwenna Perkins, Trustee(s) I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers  
**NAYS:** None  
**ABSENT:** Trustee H. Yarbrough, Sr.

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Maywood, this 28<sup>th</sup> day of July, 2016.

[SEAL]



  
\_\_\_\_\_  
VILLAGE CLERK