

**VILLAGE OF MAYWOOD
BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
TUESDAY, NOVEMBER 13, 2018**
Amended at the RBM Meeting of November 20, 2018

1. Call to Order

The Regular Board Meeting of Tuesday, November 13, 2018 was called to order by Mayor Edwenna Perkins at 7:01 p.m. in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

2. Roll Call

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford. **Absent:** Trustee R. Rivers
There being a Quorum Present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager

David Myers, Director of Community Development
Valdimir Talley Jr., Police Chief
Elijah Willis, Deputy Police Chief
John West, Public Works Director
Michael Jurusik, Village Attorney
Bill Peterhansen, Village Engineer
Angela Smith, Coordinator of Business Development

3. Invocation

Pastor Windom gave the invocation.

4. Pledge of Allegiance to the Flag

Everyone remained standing and recited the Pledge of Allegiance to the Flag of the United States of America.

5. Approval of minutes for the Village Board Meeting held on Tuesday, October 16, 2018.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve the minutes for the Regular Board Meeting of Tuesday, October 16, 2018.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

6. Oaths, Reports, Proclamations, Announcements and Appointments

A. Finance Management Report(s):

1. Approval of Village of Maywood Warrant List No. 200460 through November 8, 2018 in the total amount of \$1,952,746.38.

Motioned by Trustee Yarbrough and Seconded by Trustee Lightford to approve Warrant List No. 200460 through November 8, 2018 in the amount of \$1,952,746.38.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

2. Discussion of Village of Maywood Open Invoices Report as of November 8, 2018 in the total amount of \$1,919,608.31.

No Action Required

B. Mayor's Report and Theme: "A shift is coming; things are changing in our favor, when the people get a mind to work."

1. Discussion pursuant to Mayor Perkin's conversation with Mr. Lorenzo Webber with Proviso Township regarding a collaborative effort to start a Safe Passage Pilot Program in the Village of Maywood.

No Action Taken

2. Presentation by Mayor Edwenna Perkins to the Family of Pedro Alvarez, long time business owner in the Village of Maywood and owner of El Prado Restaurant to honor his life after passing at age 83. No attachment
Mr. Norfleet read a proclamation presented to the family of Mr. Pedro Alvarez.

7. Public Comments:

Comments from the Public – Comments were made by the following individuals: J. Gilmore, G. Clay and P. Dones

Response to Public Comments – Mr. Norfleet. Comments are available upon request in the Clerk's Office.

Additional Comments - Clerk Mims sought clarification for scheduling events on Sundays at the Multi-purpose Building at 200 S. 5th Avenue when it was determined during 2017 Board meetings the location would not be utilized due to staff not working on Sundays. Mayor Perkins responded she would get back to Clerk Mims.

8. Village Manager's Report:

- A. Update on Interfaith Project regarding Addendum to the Fifth Avenue Apartments Redevelopment Agreement from Angela Smith, Coordinator of Business Development.

Ms. Smith summarized the request to change the closing date from October 30, 2018 to May 1, 2019 for the Interfaith Project in order to meet the Federal Home Loan requirement.

Update Only

- B. Discussion and consideration regarding approval of the substantial Village-owned vacant lots located adjacent to 718 South 8th Avenue under the terms and conditions of the Adjacent Neighbor Land Acquisition Program (ANLAP).

Ms. Smith summarized the request would give the Village the opportunity to rectify inaccuracy of PIN numbers regarding property lines that are adjacent to the petitioners property. Ms. Smith also advised that the petitioner is seeking a reduction from \$1500 to \$750 of the administrative deposit. Trustee Wellington sought clarity for the waiving of a survey by Mr. Page, the abatement of the property by the Village and any refund to Mr. Page of the \$1500 administrative fee. Ms. Smith responded Mr. Page is aware he will be responsible for any overage of a reduced administrative fee, the Village removed trees in the back of the property and any reimbursements are usually put towards the purchase price. Clerk Mims recommended the PIN numbers are read to identify the property by addresses.

Motioned by Trustee Brandon and Seconded by Trustee Lightford to approve the sale of vacant lots, PIN 15-10-434-014 and a portion of PIN 15-10-434-012 at 718 S 8th Avenue and the reduction of the Administrative Fee to \$750.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez and M. Lightford

Nays: Trustee K. Wellington

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

- C. Discussion and consideration pursuant to exploring multiple options for creating a patch to communicate with Broadview's central assisted dispatch system. The system is called "VALOR" and will cost \$69,664.00 to implement.

Chief Talley mentioned the implementation of the process will be in January 2019.

Motioned by Trustee Sanchez and Seconded by Trustee Yarbrough to approve with a bid waiver.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

- D. Discussion and consideration regarding the Traffic and Safety Commission to determine that a four-way stop sign should be erected at the intersection of Fifth Avenue and Warren Street.

Chief Talley recommended the request based on a traffic study by the Traffic & Safety Commission, a new development project in the area and the speeding concerns in the Village of Maywood.

Motioned by Trustee Sanchez and Seconded by Trustee Lightford to approve a 4-way stop at Warren.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

9. Village Attorney Report: None

10. Omnibus Agenda Items:

- A. Motioned by Trustee Sanchez and Seconded by Trustee Lightford for the approval of the Omnibus Agenda Items A – EE: *with the exception of Item W.***

A. A Motion to Approve Payment of Reimbursement Request No. 3 in an Amount Equal to \$67,064.69 for the Completion of Certain Rehabilitation Work to the Maywood Park District Building Located at 809 West Madison Street Under a Direct Payment - Reimbursement Agreement and Authorize the Expenditure and Release of Madison Street / Fifth Avenue Tax Increment Financing District Funds to Pay Contractor Invoices (Knights Services for Plumbing Improvements in an Amount Equal to \$16,407.90; O'Hare Mechanical for HVAC Improvements in an Amount Equal to \$36,962.10; and Moran Electrical for Electrical Improvements in an Amount Equal to \$13,694.69). **B.** An Ordinance Authorizing Certain Expenditures from the Madison Street / 5th Avenue Tax Increment Financing Redevelopment Project Area Fund to pay for removal and disposal of dead and dangerous trees within Certain Public Rights-of-Way and Parkways and on Private properties with the work to be performed by Winkler Tree Service (Project Cost: \$100,000.00). **C.** A Statement for Legal Services for September 2018 Pertaining to General Matters, in the amount of \$5,776.00. **D.** A Statement for Legal Services for September 2018 Pertaining to 911 Dispatch Consolidation, 2015 G.O. Bond Covenant Matters, Employment and Labor Matters, Economic Redevelopment Matters, and Litigation Matters, in the total amount of \$27,791.10. **E.** A Resolution Approving a Community Development Block Grant Program Subrecipient Agreement between the Village of Maywood, Illinois and the County of Cook, Illinois relative to the Community Development Block Grant ("CDBG") 2018 Program Year (2nd Avenue and Washington Boulevard and Washington Boulevard from 2nd Avenue to 1st Avenue) with a copy of the 2018 Program Year CDBG Subrecipient Agreement attached as Exhibit "A". **F.** A Resolution Approving the Filing of an Application by the Village of Maywood for a project to be funded under the Illinois Safe Routes to School Program (Project: Installation of "Enhanced" Crosswalks Across Ninth Avenue at Garfield Elementary School). **G.** An Ordinance Authorizing the continuation of Chicago Title Insurance Company Escrow Number 2 (Escrow Account Number 201454330) until December 31, 2020 for the Expenditure of St. Charles Road Tax Increment Financing Redevelopment Project Area Funds for Various Eligible TIF Improvement Projects Approved under Ordinance CO-2013-47 and other necessary costs relative to the closeout of the St. Charles Road Tax Increment Financing Redevelopment Project Area Fund (Escrow Number 2 for Village Train Station Project). **H.** An Ordinance Authorizing the Transfer of all remaining funds in Chicago Title Insurance Company Escrow Number 3 (Escrow Account Number 201454331) to Chicago Title Insurance Company Escrow Number 4 (Escrow account number 201454332) for the expenditure of St. Charles Road Tax Increment Financing Redevelopment Project Area Funds for various eligible TIF Improvement Projects approved under Ordinance CO-2013-47 and other necessary costs relative to the closeout of

the St. Charles Road Tax Increment Financing Redevelopment Project Area Fund and Approving the closeout and termination of Chicago Title Insurance Escrow Number 3 (Escrow Account Number 201454331) (Escrow Number 3 Fund Transfer \$22,006.29 to Escrow Number 4) (Escrow Number 3 for Railroad Avenue Water Main and Street Improvements Projects). **I.** An Ordinance Authorizing the continuation of Chicago Title Insurance Company Escrow Number 4 (Escrow account number 201454332) until December 31, 2019 for the Expenditure of St Charles Road Tax Increment Financing Redevelopment Project Area Funds for various eligible TIF Improvement Projects approved under Ordinance CO-2013-47 and other necessary costs relative to the closeout of the St. Charles Road Tax Increment Financing Redevelopment Project Area Fund (Escrow Number 4 for Village Projects). **J.** An Ordinance Authorizing the transfer of all remaining funds in Chicago Title Insurance Company Escrow Number 5 (Escrow Account Number 201454333) to Chicago Title Insurance Company Escrow Number 6 (Escrow account Number 201454334) for the Expenditure of St. Charles Road Tax Increment Financing Redevelopment Project Area Funds for various eligible TIF Improvement Projects approved under Ordinance CO-2013-47 and other necessary costs relative to the closeout of the St. Charles Road Tax Increment Financing Redevelopment Project Area Fund and Approving the Closeout and Termination of Chicago Title Insurance Escrow Number 5 (Escrow account number 201454333) (Escrow number 5 fund transfer: \$406,730.42 to Escrow number 6) (Escrow number 5: Village TIF Administration costs and fees and professional fees). **K.** An Ordinance Authorizing the Transfer of Certain Funds in Chicago Title Insurance Company Escrow Number 6 (Escrow account Number 201454334) to Chicago Title Insurance Company Escrow Number 2 (Escrow account number 201454330) and to Chicago Title Insurance Company Escrow Number 4 (Escrow account number 201454332) and continuation of Chicago Title Insurance Company Escrow Number 6 (Escrow Account Number 201454334) until December 31, 2019 for the Expenditure of St. Charles Road Tax Increment Financing Redevelopment Project Area Funds for various eligible TIF improvement projects approved under Ordinance CO-2013-47 (Escrow Number 6 fund transfer: \$65,000.00 to Escrow Number 2) (Escrow Number 6 Fund Transfer: \$1,513.24 to Escrow Number 4) (Escrow Number 6: Village Economic Incentives and Projects). **L.** Approval of payment to Accu-Tron Computer Service for computer consulting services for the month of November 2018 in the amount of \$6,300.00. **M.** Approval of payment to Allied Waste Service for garbage pick-up services for the month of September 2018 in the amount of \$146,000.00. **N.** Approval of payment to Baker Tilly Virchow Krause, LLP for services in connections with the April 30, 2018 Financial Statement Audit in the amount of \$15,750.00. **O.** Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of November 2018 in the amount of \$281,588.58. **P.** Approval of payment to CDS Office Technologies for the purchase of Tough Book Laptops, Vehicle Consoles, Panasonic Arbitrator Kits, Sand Keyboard Mounting Systems, etc. for the Village of Maywood Police Department in the amount of \$33,392.00. **Q.** Approval of payment to Illinois Department of Innovation and Technology for communication charges for the Village of Maywood Police Department in the amount of \$6,978.82. **R.** Approval of payment to Hancock Engineering for engineering services rendered on Madison Street (1st Avenue to Des Plaines Road) for the Village of Maywood Public Works Department in the amount of \$122,631.00. **S.** Approval of payment to Fleet Services for retail Fuel Purchases for the Village of Maywood in the amount of \$14,992.39. **T.** Approval of payment to Hackie Cement Corporation for Maywood 50/50 Sidewalk Program for the Village of Maywood Public Works Department in the amount of \$32,221.14. **U.** Approval of payment to House of Doors for completed installation of two new garage doors for Village of Maywood Public Works Department in the amount of \$21,594.00. Expense account charged to the Madison TIF. **V.** Approval of payment to Illinois Department of Employment Security for QTR/YR contributions 06/24/18 to 09/15/18 in the amount of \$5,127.50. **X.** Approval of payment to Intoximeters for 100 DUI Kits for the Village of Maywood Police Department in the amount of \$8,339.00. **Y.** Approval of payment to J. Nardulli Concrete, Inc. for the completed project along South Maywood Dr. from 17th Avenue to 11th Avenue and 2nd Avenue from the Prairie Path to Wilcox Street for the Village of Maywood in the amount of \$293,905.24. Expense account to be charged to Madison Street TIF. **Z.** Approval of payment to Lexipol for Law Enforcement Policy Manual and Daily Training Bulletins/Subscription 08/01/18 to 07/31/19 in the amount of \$10,140.00. **AA.** Approval of payment to Maywood Public Library District reflecting payments due for the months of July, August and October 2018 in the amount of \$16,468.92. **BB.** Approval of payment to Mesirow for Excess Workers Compensation Policy Audit Premium for 05/01/17 to 05/01/18 in the amount of \$15,683.00. **CC.** Approval of payment to Roy Strom Company for Motor Grader and Operator for the Village of Maywood Public Works Department in the amount of \$6,168.00. **DD.** Approval of payment to Triggi Construction for Project along 20th Avenue from Madison Street to Washington Blvd. as well as Warren Street from 19th Avenue to 17th Avenue in the amount of \$202,731.72. **EE.** Approval of a payment to purchase the 2018 Thanksgiving Gift Card in the amount of \$5000.00. The gift cards will be donated to the local food pantries for people in need.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

Pulled Item:

- W. Approval of payment to Insurance Program Managers Group (IPMG) for the PC/WC Audit/Renewal Deposit for the Village of Maywood in the amount of \$63,515.00.

Motioned by Trustee Yarbrough and Seconded by Trustee Wellington for the approval of payment to IMPG in the amount of \$63,515.00.

Discussion: Mayor Perkins sought clarity on the item. Mr. Norfleet responded IMPG is for the worker compensation expense that is slightly over budget at \$2000.00.

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

11. New Business: None

- Trustee(s) Brandon and Sanchez mentioned various residential concerns.
- Trustee Brandon requested a report from staff on any tracking method for local participation in major development projects in the Village of Maywood.
- Trustee Wellington mentioned residents are questioning why she does not donate and she responds based on the Village Policy. She is concerned that Board members are not quoting the Village Policy for donations and wants everyone to be on the same page. Mayor Perkins suggested Attorney Jurusik bring information to the next meeting for discussion.
- Trustee Sanchez suggested a review of the NLC trip be added to the next agenda for discussion.
- Clerk Mims mentioned a request by Trustee Lightford that the Board Packets are presented to the trustees in a binder.

12. Old Business

- A. A Resolution determining the estimated Village of Maywood Real Estate Tax Levy for year 2018, with a cover memo dated November 7, 2018 from Klein, Thorpe and Jenkins, Ltd.

Mr. Norfleet gave an overview of the expectations for the discussion of the Tax Levy at the next meeting with the overall increase of 4%. Attorney Jurusik mentioned the next meeting is for discussion and the final approval will be due in November.

Information Purpose Only

- B. An Ordinance Approving a First Amendment to Redevelopment Agreement between the Interfaith Housing Development Corporation of Chicago and the Village of Maywood for the sale and redevelopment of property commonly known as 800 through 820 South 5th Avenue (Fifth Avenue Apartments Project), with a cover memo dated November 7, 2018 from Klein, Thorpe and Jenkins, Ltd.

Motioned by Trustee Yarbrough and Seconded by Trustee Lightford motion to approve an Ordinance Approving a First Amendment to Redevelopment Agreement between the Interfaith Housing Development Corporation of Chicago and the Village of Maywood for the sale and redevelopment of property commonly known as 800 through 820 South 5th Avenue.

Discussion: None

Ayes: Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon and A. Sanchez

Nays: Trustee(s) K. Wellington and M. Lightford

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

Additional Items:

- Trustee Brandon requested an update on the contract for the 1st Avenue and Lake Street project. Mr. Myers responded that the December 18, 2018 Board meeting will include a presentation with the contractor and the engineer.
- Mr. Myers reported that the project at 1001 St. Charles is moving and preparations are being made for a potential closing by the end of November.

13. For Information Only – None

14. Closed Meeting Session:

Motioned by Trustee Brandon and Seconded by Trustee Yarbrough to recess into the Closed Session at 9:02 p.m. for the purpose of discussing:

A. Pending Litigation (5 ILCS 120/2(c) (11)).

Discussion: None

Ayes: Viva Voce (by the voice) Mayor Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Sanchez, K. Wellington and M. Lightford

Nays: None

Abstain: None

Absent: Trustee R. Rivers

Motion Carries

15. Adjournment

Mayor Perkins and the Board of Trustees adjourned the November 13, 2018, Regular Board Meeting with a Motion by Trustee Sanchez and a Second by Trustee Yarbrough at 9:26 p.m. in the Village of Maywood Council Chambers.

The Vote was affirmed unanimously by the Board of Trustees at 9:26 p.m.

Edwenna Perkins

Edwenna Perkins, Mayor



Viola Mims

Viola Mims, Village Clerk

Cc: Mayor Perkins
Board of Trustees
Village Clerk, Viola Mims