

**REGULAR BOARD OF TRUSTEES MEETING  
TUESDAY JANUARY 2, 2024  
7:00 P.M.  
AGENDA NO. 2024-01**

CALL TO ORDER BY

*Mayor Ronald J. Gardiner*

PLEDGE OF ALLEGIANCE

ROLL CALL BY DEPUTY CLERK

*Sandra M. Washington*

Join Zoom Meeting

<https://us06web.zoom.us/j/89445022012?pwd=Dz1VzbHWN5qt4lTYISUSpb2P8kjtQG.1>

Meeting ID: 894 4502 2012

Passcode: 629910

**TREASURER'S REPORT**

*Mayor Ronald J. Gardiner*

1. Bills Payables December 28, 2023– Corporate \$163,568.59, Motor Fuel Tax (MFT) \$47,998.10, Sewer and Water \$34,714.37, TIF Industrial Park, \$8,000.00, Federal Glenwoodie Golf Course \$19,160.46, TIF Halsted North \$37,729.00, TIF Halsted South \$409.62, **Total All Funds \$311,580.14**
  
2. Payroll as of the date December 29, 2023 – Corporate \$142,553.87, Sewer and Water \$22,620.34, Paid on Call \$10,018.51, Elected Positions \$6,402.49, Glenwoodie Golf Course 15,574.33, Vendor Checks \$53.00  
**OVERTIME**: Police \$11,949.90, Reimbursable (\$569.50) Sewer & Water \$1,767.67, Public Works OT \$949.67, Fire Dept. Stiped \$461,72 **TOTAL PAYROLL \$211,782.00**

**OPEN TO PUBLIC**

**COMMUNICATIONS**

**MAYOR'S OFFICE:**

*Mayor Ronald J. Gardiner*

1. Appointments

**ATTORNEY'S REPORT**

*John F. Donahue*

1. Approval of a Resolution authorizing a Subrecipient Agreement with Cook County (American Resue Plan Act- State and Local Fiscal Recovery Funds- Assistance Listing Number 21.027))
2. Approval for Contract for the Enforcement of Parking and Traffic Regulations on Private Property. (700 N. Bruce Lane)
3. Approval for Contract for the Enforcement of Parking and Traffic Regulations on Private Property. (900 W. Sunset Dr.)
4. Approval for Contract for the Enforcement of Parking and Traffic Regulations on Private Property. (931 W. Arquilla.)
5. Approval of an Ordinance adding New Article XV to Chapter 102 of the Village of Glenwood's Code of Ordinances Regulating Unscheduled Bus Stops.

**VILLAGE ADMINISTRATOR**

*Brian D. Mitchell*

1. Report
2. Presentation from Lexipol Grant Services

**NEW BUSINESS**

**OLD BUSINESS**

**ADJOURNMENT**

Sincerely,

*Ronald J. Gardiner (CW)*

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Ronald J. Gardiner  
Village President

Posted and distributed 12/29/23.

Report Selection:

EXCLUSIONS: (BLANKS FOR ALL)

Vendor & Account.. thru  
Check Date..... thru  
Multiple Source Codes..... thru  
Fiscal Year Entry Dates..... 01/02/2024 thru 01/02/2024  
Fiscal Year Entry Ids..... 939 thru 939  
Check..... 000000 thru 000000  
Project..... thru  
Vendor..... thru  
Invoice..... thru  
Purchase Order..... thru  
Bank..... thru  
Class Code.....  
99 VND (-=Na,A=ALL,M=M,G=G,S=S,R=R,I=I,N=Nec) -  
99 Trx (-=Na,A=ALL,M=M,G=G,S=S,R=R,I=I,N=Nec) -  
Lower Dollars Limit.....  
Check Lower Dollars Against...  
Print Recap?..... N  
Print Index?..... N  
Print by PAYOR Federal ID First N  
Generate Excel Download File Y

Print Instructions:  
Jobq Banner Copies Form Printer Hold Space LPI Lines CPI CP SP RT  
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Paid Invoice Report by Vendor

Vendor Name.....	Number	Name in Directory file.....	Class	Account Description.....	1099	Invoice
Date	Bank Check	Description.....	Amount	P.O. F/P Fund and Account.....		
FERNATIVE ENERGY SOLUT	00479	ALTERNATIVE ENERGY SOLUTIONS			NO	
/02/2024 GREN 45369			82.32	P 10.000.2010	-	
FERNATIVE ENERGY SOLUT	00479		82.32	** Vendor Total		
R KURTZ AMBULANCE SERV	02930	AMR KURTZ AMBULANCE SERVICE			NO	
/02/2024 BLUE 62976			69,998.86	P 01.000.2010	-	10983
R KURTZ AMBULANCE SERV	02930		69,998.86	** Vendor Total		
& T	01427				NO	
/02/2024 GREN 45370			706.85	P 10.000.2010	-	18487-121923
& T	01427		706.85	** Vendor Total		
FOZONE STORE 3554	03020				NO	
/02/2024 BLUE 62977			131.94	P 01.000.2010	-	3554209730
FOZONE STORE 3554	03020		131.94	** Vendor Total		
WNY'S CONCRETE	03169				NO	
/02/2024 LTBL 1425			40,970.00	P 03.000.2010	-	060723
/02/2024 LTBL 1425			3,250.00	P 03.000.2010	-	122723
WNY'S CONCRETE	03169		44,220.00	** Vendor Total		
WNELL INDUSTRIES INC	03376				NO	
/02/2024 BLUE 62978			740.20	P 01.000.2010	-	0213214-IN
WNELL INDUSTRIES INC	03376		740.20	** Vendor Total		
LUMET CITY PLUMBING	01517				NO	
/02/2024 GREN 45371			14,208.50	P 10.000.2010	-	61008
LUMET CITY PLUMBING	01517		14,208.50	** Vendor Total		
CHICAGO SOUTHLAND CHAMBE	00151	CHICAGO SOUTHLAND CHAMBER			NO	
/02/2024 BLUE 62979			85.00	P 01.000.2010	-	1783
/02/2024 BLUE 62979			700.00	P 01.000.2010	-	2351
/02/2024 BLUE 62979			195.00	P 01.000.2010	-	2387
CHICAGO SOUTHLAND CHAMBE	00151		980.00	** Vendor Total		
NDY ERIKS	03372				NO	
/02/2024 BLUE 62980			66.52	P 01.000.2010	-	12182023
NDY ERIKS	03372		66.52	** Vendor Total		
ARA'S CATERING	02906				NO	
/02/2024 RED 22801			8,948.00	P 70.000.2010	-	12162023
/02/2024 RED 22801			4,177.00	P 70.000.2010	-	12272023
ARA'S CATERING	02906		13,125.00	** Vendor Total		
EO SOLUTIONS LLC	02843				NO	
/02/2024 BLUE 62981			474.99	P 01.000.2010	-	1105204
EO SOLUTIONS LLC	02843		474.99	** Vendor Total		

Paid Invoice Report by Vendor

Vendor Name	Number	Name in Directory file	Class	Account Description	1099	Invoice
Date	Bank Check	Description	Amount	P.O. F/P Fund and Account		
M ED		00210				
/02/2024	BLUE 62982		127.55	P 01.000.2010	ACCOUNTS PAYABLE	NO -
/02/2024	BLUE 62982		755.88	P 01.000.2010	ACCOUNTS PAYABLE	- 13011-121423
/02/2024	BLUE 62982		94.71	P 01.000.2010	ACCOUNTS PAYABLE	- 39007-121323
/02/2024	BLUE 62982		96.21	P 01.000.2010	ACCOUNTS PAYABLE	- 400027-12142
/02/2024	BLUE 62982		436.14	P 01.000.2010	ACCOUNTS PAYABLE	- 42008-121423
/02/2024	BLUE 62982		563.97	P 01.000.2010	ACCOUNTS PAYABLE	- 42023
/02/2024	BLUE 62982		291.70	P 01.000.2010	ACCOUNTS PAYABLE	- 42023-120523
/02/2024	BLUE 62982		528.29	P 01.000.2010	ACCOUNTS PAYABLE	- 45008-121323
/02/2024	BLUE 62982		100.11	P 01.000.2010	ACCOUNTS PAYABLE	- 46005-121923
/02/2024	BLUE 62982		56.25	P 01.000.2010	ACCOUNTS PAYABLE	- 46006-121223
/02/2024	BLUE 62982		118.94	P 01.000.2010	ACCOUNTS PAYABLE	- 51002-121420
/02/2024	GREN 45372		599.74	P 10.000.2010	ACCOUNTS PAYABLE	- 33039-121523
/02/2024	GREN 45372		52.92	P 10.000.2010	ACCOUNTS PAYABLE	- 43114-121523
/02/2024	TIFS 1308		409.62	P 73.000.2010	ACCOUNTS PAYABLE	- 25049-121523
M ED		00210	4,232.03	** Vendor Total		
MCAST		01964				
/02/2024	BLUE 62983		202.52	P 01.000.2010	ACCOUNTS PAYABLE	NO - 00973-112823
/02/2024	BLUE 62983		814.68	P 01.000.2010	ACCOUNTS PAYABLE	- 38247-120923
/02/2024	GREN 45373		128.85	P 10.000.2010	ACCOUNTS PAYABLE	- 63276-120823
MCAST		01964	1,146.05	** Vendor Total		
NSERV FS		00091				
/02/2024	RED 22802		1,370.58	P 70.000.2010	ACCOUNTS PAYABLE	NO - B0010515500
/02/2024	RED 22802		990.53	P 70.000.2010	ACCOUNTS PAYABLE	- B0010515501
NSERV FS		00091	2,361.11	** Vendor Total		
RE & MAIN		00466				
/02/2024	GREN 45374		13,370.00	P 10.000.2010	ACCOUNTS PAYABLE	NO - T684958
/02/2024	GREN 45374		1,636.22	P 10.000.2010	ACCOUNTS PAYABLE	- U104533
RE & MAIN		00466	15,006.22	** Vendor Total		
NEGY ENERGY SERVICES		02696				
/02/2024	BLUE 62984		3,818.68	P 01.000.2010	ACCOUNTS PAYABLE	NO - 146694223121
NEGY ENERGY SERVICES		02696	3,818.68	** Vendor Total		
MORE'S LAWN CARE SERVI		02453				
/02/2024	GREN 45375	ELMORE'S LAWN CARE SERVICE INC	3,109.03	P 10.000.2010	ACCOUNTS PAYABLE	(N01) N01 495
MORE'S LAWN CARE SERVI		02453	3,109.03	** Vendor Total		
S DEPARTMENT UCHICAGO		00436				
/02/2024	BLUE 62985		66.67	P 01.000.2010	ACCOUNTS PAYABLE	NO - 2023-1002
S DEPARTMENT UCHICAGO		00436	66.67	** Vendor Total		

Paid Invoice Report by Vendor

Vendor Name	Number	Name in Directory file	Class	Account Description	1099	Invoice
Date	Bank Check	Description	Amount	P.O. F/P Fund and Account		
DEX		02875			NO	
/02/2024 BLUE	62986		9.16	P 01.000.2010	-	
DEX		02875	9.16	** Vendor Total		
EET SAFETY SUPPLY		01965			NO	
/02/2024 BLUE	62987		156.26	P 01.000.2010	-	82037
EET SAFETY SUPPLY		01965	156.26	** Vendor Total		
LL'S INC.		01383			NO	
/02/2024 BLUE	62988		695.43	P 01.000.2010	-	026557397
LL'S INC.		01383	695.43	** Vendor Total		
ORGE SPANIER		03369			NO	
/02/2024 BLUE	62989		100.00	P 01.000.2010	-	12182023
ORGE SPANIER		03369	100.00	** Vendor Total		
WKINS INC		02769			NO	
/02/2024 GREN	45376		70.00	P 10.000.2010	-	6603485
/02/2024 GREN	45376		70.00	P 10.000.2010	-	6647390
WKINS INC		02769	140.00	** Vendor Total		
LINOIS PUBLIC RISK FUN		02633		ILLINOIS PUBLIC RISK FUND	NO	
/02/2024 BLUE	62990		19,723.00	P 01.000.2010	-	87705
LINOIS PUBLIC RISK FUN		02633	19,723.00	** Vendor Total		
JTERBACH & AMEN, LLP		02722			NO	
/02/2024 BLUE	62991		2,130.00	P 01.000.2010	-	85562
JTERBACH & AMEN, LLP		02722	2,130.00	** Vendor Total		
ADE, INC		00867			NO	
/02/2024 BLUE	62992		4,319.37	P 01.000.2010	-	707128
ADE, INC		00867	4,319.37	** Vendor Total		
CO STEEL ERECTION INC.		03377			NO	
/02/2024 TIFN	10155		33,329.00	P 72.000.2010	-	M123-448-1
CO STEEL ERECTION INC.		03377	33,329.00	** Vendor Total		
NARDS		01633			NO	
/02/2024 GREN	45377		26.26	P 10.000.2010	-	68167
NARDS		01633	26.26	** Vendor Total		
RTS HVAC		01568			NO	
/02/2024 BLUE	62993		307.50	P 01.000.2010	-	54734005
/02/2024 BLUE	62993		416.25	P 01.000.2010	-	54840398
/02/2024 BLUE	62993		6,811.50	P 01.000.2010	-	549424840
/02/2024 BLUE	62993		496.25	P 01.000.2010	-	56157139
RTS HVAC		01568	8,031.50	** Vendor Total		

Paid Invoice Report by Vendor

Vendor Name	Number	Name in Directory file	Class	Account Description	1099	Invoice
Date	Bank Check	Description	Amount	P.O. F/P Fund and Account		
COR GAS	00664				NO	
/02/2024 BLUE	62994		374.45	P 01.000.2010	-	
/02/2024 BLUE	62994		64.36	P 01.000.2010	-	10004-102623
/02/2024 RED	22803		446.35	P 70.000.2010	-	29681-122123
COR GAS	00664		885.16	** Vendor Total		
E LEON	03374				NO	
/02/2024 BLUE	62995		4,000.00	P 01.000.2010	-	12182023
E LEON	03374		4,000.00	** Vendor Total		
RTH EAST MULTI REGIONA	00138	NORTH EAST MULTI REGIONAL			NO	
/02/2024 BLUE	62996		375.00	P 01.000.2010	-	342295
RTH EAST MULTI REGIONA	00138		375.00	** Vendor Total		
KIN EXTERMINATING	00056				NO	
/02/2024 BLUE	62997		152.99	P 01.000.2010	-	253527607
KIN EXTERMINATING	00056		152.99	** Vendor Total		
IS ELEVATOR COMPANY	02516				NO	
/02/2024 BLUE	62998		213.93	P 01.000.2010	-	100401394596
IS ELEVATOR COMPANY	02516		213.93	** Vendor Total		
EKARSKI & SONS TREE SE	03192	PIEKARSKI & SONS TREE SERVICE			NO	
/02/2024 BLUE	62999		950.00	P 01.000.2010	-	41477
EKARSKI & SONS TREE SE	03192		950.00	** Vendor Total		
ONEER OFFICE FORMS, IN	01564	PIONEER OFFICE FORMS, INC.			NO	
/02/2024 BLUE	63000		103.31	P 01.000.2010	-	96068
/02/2024 GREN	45378		463.15	P 10.000.2010	-	96069
ONEER OFFICE FORMS, IN	01564		566.46	** Vendor Total		
R MAINTENANCE FIRE & F	02014	R&R MAINTENANCE FIRE & FLEET			NO	
/02/2024 BLUE	63001		70.39	P 01.000.2010	-	14136
/02/2024 BLUE	63001		1,199.94	P 01.000.2010	-	14151
R MAINTENANCE FIRE & F	02014		1,270.33	** Vendor Total		
BINSON ENGINEERING,LTD	01274	ROBINSON ENGINEERING,LTD 1			NO	
/02/2024 BLUE	63002		20,607.25	P 01.000.2010	-	23120211
/02/2024 BLUE	63002		1,779.50	P 01.000.2010	-	23120212
/02/2024 BLUE	63002		7,400.50	P 01.000.2010	-	23120213
/02/2024 BLUE	63002		243.50	P 01.000.2010	-	23120214
/02/2024 BLUE	63002		2,250.00	P 01.000.2010	-	23120247
BINSON ENGINEERING,LTD	01274		32,280.75	** Vendor Total		
SH TRUCK CENTER	02708				NO	
/02/2024 BLUE	63003		69.76	P 01.000.2010	-	3035320683
SH TRUCK CENTER	02708		69.76	** Vendor Total		

Paid Invoice Report by Vendor

Vendor Name.....	Number	Name in Directory file.....	Class	Account Description.....	1099	Invoice
Date	Bank Check	Description.....	Amount	P.O. F/P Fund and Account.....		
& J DOOR, INC.	03378				NO	
/02/2024 TIFN 10156			4,400.00	P 72.000.2010	ACCOUNTS PAYABLE	-
& J DOOR, INC.	03378		4,400.00	** Vendor Total		
REMENTI'S RESTAURANT	01899				NO	
/02/2024 RED 22804			2,550.00	P 70.000.2010	ACCOUNTS PAYABLE	- 12172023
REMENTI'S RESTAURANT	01899		2,550.00	** Vendor Total		
ARK SHREDDING, INC.	02681				NO	
/02/2024 BLUE 63004			66.00	P 01.000.2010	ACCOUNTS PAYABLE	- 65160
ARK SHREDDING, INC.	02681		66.00	** Vendor Total		
JTH SUBURBAN EMERGENCY	00302				NO	
/02/2024 BLUE 63005			2,000.00	P 01.000.2010	ACCOUNTS PAYABLE	- 24-09
JTH SUBURBAN EMERGENCY	00302		2,000.00	** Vendor Total		
BURBAN SEALCOAT ASPHAL	03375	SUBURBAN SEALCOAT ASPHALT			NO	
/02/2024 TIF 2251			8,000.00	P 60.000.2010	ACCOUNTS PAYABLE	- 08/18/2023
BURBAN SEALCOAT ASPHAL	03375		8,000.00	** Vendor Total		
& T MAINTENANCE	02141				(N01)	
/02/2024 BLUE 63006			3,856.00	P 01.000.2010	ACCOUNTS PAYABLE	N01 0062
/02/2024 BLUE 63006			800.00	P 01.000.2010	ACCOUNTS PAYABLE	N01 0063
& T MAINTENANCE	02141		4,656.00	** Vendor Total		
MOBILE	03264				NO	
/02/2024 BLUE 63007			25.00	P 01.000.2010	ACCOUNTS PAYABLE	- 9552760972
MOBILE	03264		25.00	** Vendor Total		
ORNCREEK MATERIAL	03058				NO	
/02/2024 LTBL 1426			1,406.33	P 03.000.2010	ACCOUNTS PAYABLE	- 26329
/02/2024 LTBL 1426			1,415.51	P 03.000.2010	ACCOUNTS PAYABLE	- 26380
/02/2024 LTBL 1426			956.26	P 03.000.2010	ACCOUNTS PAYABLE	- 26404
ORNCREEK MATERIAL	03058		3,778.10	** Vendor Total		
IFIRST CORPORATION	02873				NO	
/02/2024 BLUE 63008			188.80	P 01.000.2010	ACCOUNTS PAYABLE	- 1651049878
/02/2024 GREN 45379			190.53	P 10.000.2010	ACCOUNTS PAYABLE	- 1651049877
IFIRST CORPORATION	02873		379.33	** Vendor Total		
ITED RENTALS NORTHWEST	03062	UNITED RENTALS NORTHWEST, INC			NO	
/02/2024 BLUE 63009			1,148.38	P 01.000.2010	ACCOUNTS PAYABLE	- 227685097-00
ITED RENTALS NORTHWEST	03062		1,148.38	** Vendor Total		
VILLAGE OF GLENWOOD WATE	02540	VILLAGE OF GLENWOOD WATER			NO	
/02/2024 RED 22805			678.00	P 70.000.2010	ACCOUNTS PAYABLE	- 10252023
VILLAGE OF GLENWOOD WATE	02540		678.00	** Vendor Total		

Vendor Name.....	Number	Name in Directory file.....	Class							
Date	Bank Check	Description.....	Amount	P.O.	F/P	Fund and Account.....	Account Description.....	1099	Invoice	

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Report Totals: 311,580.14

VENDORS PRINTED: 50

CORDS PROCESSED: 87

port Selection:

CLUSIONS: (BLANKS FOR ALL)

nd & Account..		thru
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ngle Source Codes.....		
urnal Entry Dates.....	01/02/2024	thru 01/02/2024
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99 VND (-=Na,A=ALL,M=M,G=G,S=S,R=R,I=I,N=Nec) -		
99 Trx (-=Na,A=ALL,M=M,G=G,S=S,R=R,I=I,N=Nec) -		
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int Index?.....	N	
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ACS FINANCIAL  
12/28/2023 12:39:31

Authorize Payment Group

VILLAGE OF GLENWOOD  
GL060S-V08.19 RECAPPAGE  
GL305UA

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	CORPORATE FUND	163,568.59
03	MOTOR FUEL TAX FUND	47,998.10
10	WATER ACCOUNT	34,714.37
60	TIF-INDUSTRIAL PARK	8,000.00
70	GLENWOODIE GOLF COURSE	19,160.46
72	TIF HALSTED NORTH	37,729.00
73	TIF HALSTED SOUTH	409.62
TOTAL ALL FUNDS		311,580.14

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BLUE	CORPORATE	163,568.59
GREN	WATER	34,714.37
LTBL	MOTOR FUEL TAX	47,998.10
RED	GLENWOODIE GOLF COURSE	19,160.46
TIF	TAX INCREMENT FINANCE FUND	8,000.00
TIFN	TIF HALSTED NORTH	37,729.00
TIFS	TIF HALSTED SOUTH	409.62
TOTAL ALL BANKS		311,580.14

ACS FINANCIAL  
12/28/2023 12:39:11

Authorize Payment Group

VILLAGE OF GLENWOOD  
GL050S-V08.19 COVERPAGE  
GL305UA

Report Selection:

RUN GROUP... MC1228 COMMENT... BOARD MEETING 01-02-2024

DATA-JE-ID DATA COMMENT  
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W-01022024-939 BOARD MEETING 01-02-2024

Run Instructions:

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ACS FINANCIAL  
12/28/2023 12:39:12

Authorize Payment Group

VILLAGE OF GLENWOOD  
GL302L-V08.19 PAGE 1

0 WARNINGS FOUND  
0 ERRORS FOUND

TOTAL NUMBER OF RECORDS PROCESSED 87

## Village of Glenwood Account Balance as of 12/28/2023

Acc#	Name	Closing Avail	
94300	Tax Increment Financ	\$3,837,150.03	
52607	TIF State Street	\$1,614,152.95	
47700	Glenwoodie Checking	\$1,409,626.88	
02500	Sewer and Water	\$1,402,382.97	
01700	Corporate - Checking	\$1,345,785.68	
19127	American Rescue Plan Act	\$1,184,751.79	
31700	TIF - Holbrook Road	\$1,163,174.65	
79469	SEWER ACCOUNT	\$737,746.36	
02100	Motor Fuel Tax	\$557,610.07	
01368	TIF Industrial No.	\$497,868.45	
60316	Fire/Ambulance Reimbursement	\$297,405.70	
71620	TIF SOUTH	\$291,129.13	
24473	V OF G RESERVE FUND	\$273,558.70	
19530	Hazardous Mitigation	\$265,455.68	
32700	TIF - Main Street	\$205,652.57	
75776	LOCAL FUEL TAX	\$196,128.52	
02700	IMRF - INT Checking	\$142,497.66	
05700	St Forfeiture Fd1505	\$106,402.91	
18716	FOREIGN FIRE INSUR	\$99,118.66	
00906	2010 BOND PAYMENT	\$78,880.42	
18627	CAPITAL ACQUISITIO	\$77,253.16	
18301	Federal Forfeiture	\$60,029.37	
69960	TIF NORTH	\$30,032.72	
06700	State Forfeiture 150	\$28,842.26	
21091	Flexible Spending	\$2,064.07	
60308	Unrestricted General	\$41.59	
14900	Payroll	\$0.00	
<b>Fifth Third Totals</b>		<b><u>\$15,904,742.95</u></b>	
	21130	Epap Clearing	\$3,827,889.20
	21882	Motor Fuel	\$1,092,158.69
	21932	General Fund	\$907,253.88
	32715	Sewer & Water	\$2,146,455.26
<b>Illinois Fund Total</b>			<b><u>\$7,973,757.03</u></b>
	11112		\$101,929.53
	19712		\$101,889.79
<b>First American Bank Total</b>			<b><u>\$203,819.32</u></b>
<b>Grand Total</b>			<b><u><u>\$24,082,319.30</u></u></b>

<b>Payroll Summary</b>		<b>12/29/2023</b>
<b>Village</b>		
Corp		\$142,553.87
Sewer & Water		\$22,620.34
Holiday Pay		\$0.00
Weapons Proficiency		\$0.00
Uniform Allowance		\$0.00
<b>Overtime</b>		
Police OT		\$11,949.90
Reimbursable		(\$569.50)
Sewer & Water OT		\$1,767.67
Public Works OT		\$949.67
Fire Dept OT		\$0.00
Fire Dept Stiped		\$461.72
<b>Paid On Call</b>		<b>\$10,018.51</b>
<b>Elected Positions</b>		<b>6,402.49</b>
<b>Glenwoodie Golf</b>		<b>\$15,574.33</b>
<b>Total</b>		<b>\$211,729.00</b>
<b>Vendor Checks</b>		<b>\$53.00</b>
<b>Grand Total</b>		<b>\$211,782.00</b>

**00 Agency and Vendor Totals**

Check Date: 12/29/2023

Page 1 of 1

Village of Glenwood (194627)

Process: 2023122901

Pay Period: 12/18/2023 to 12/31/2023

Agency / Vendor Name	Agency Case # / Vendor Account #	Check Date	Check #	This Period Check Amount
Metropolitan Alliance of Police		12/29/2023	10048	45.00
NCPERS Group Life INS		12/29/2023	10050	8.00
			<b>Total:</b>	<b>53.00</b>



Department	Branch	Last Name	First Name	Earnings Totals	Employer Liabilities
100 Village	Sewer & Water 5	Mamoussopoulos	Basilios	5,454.31	417.26
	<b>Sewer &amp; Water 5 Total</b>			<b>5,454.31</b>	<b>417.26</b>
100 Village	Sewer & Water	Kloish	Garrett	1,275.42	97.56
100 Village	Sewer & Water	Benoit	Joseph	1,820.00	139.23
100 Village	Sewer & Water	Strobel Mrs.	Olivia	1,826.74	139.75
100 Village	Sewer & Water	Shomo	William	1,459.10	111.63
100 Village	Sewer & Water	Giles	Kevin	1,300.02	99.45
100 Village	Sewer & Water	Garrett	Janet	1,354.09	103.60
100 Village	Sewer & Water	Stack	Kyle	1,282.90	98.15
100 Village	Sewer & Water	Regalado	Thomas	1,472.87	112.68
100 Village	Sewer & Water	Yuknis	Larry	1,639.09	125.38
100 Village	Sewer & Water	Royals	George	2,128.29	162.82
	<b>Sewer &amp; Water Total</b>			<b>15,558.52</b>	<b>1,190.25</b>
100 Village	Admin Mayor	Gardner	Ronald	961.54	73.56
	<b>Admin Mayor Total</b>			<b>961.54</b>	<b>73.56</b>
100 Village	Admin Trustee	Hart	Toleida	666.66	73.66
100 Village	Admin Trustee	Clark	Ronald	666.66	73.67
100 Village	Admin Trustee	Lynch	Dion	666.66	73.67
100 Village	Admin Trustee	Williams	Larry	666.66	73.67
100 Village	Admin Trustee	Taylor	Linneta	666.66	73.67
100 Village	Admin Trustee	Rollie	Camille	666.66	73.67
	<b>Admin Trustee Total</b>			<b>3,999.96</b>	<b>442.01</b>
100 Village	Admin Village	Washington	Sandra	833.34	92.08
	<b>Admin Village Total</b>			<b>833.34</b>	<b>92.08</b>
100 Village	Admin Adminis	Mitchell	Brian	4,989.68	381.71
	<b>Admin Adminis Total</b>			<b>4,989.68</b>	<b>381.71</b>
100 Village	Admin Fulitm	Maxwell	Marra	3,076.93	235.39
100 Village	Admin Fulitm	Williamson	Carolyn	2,529.16	188.72
	<b>Admin Fulitm Total</b>			<b>5,606.09</b>	<b>424.11</b>
100 Village	Admin Parttim	Metz	Adam	1,960.00	149.94
100 Village	Admin Parttim	Chandler	Sandra	2,70.35	20.68
	<b>Admin Parttim Total</b>			<b>2,230.35</b>	<b>170.62</b>
100 Village	Police Chief	Peddycord	Derek	4,731.28	361.94
	<b>Police Chief Total</b>			<b>4,731.28</b>	<b>361.94</b>
100 Village	FT Police Off	Gianni	Sabill	4,874.02	372.86
100 Village	FT Police Off	Gonzalez	Adrian	2,768.80	211.82
100 Village	FT Police Off	Ver Hagen	Brent	2,768.81	211.82
100 Village	FT Police Off	Mancusi	Lauren	2,052.59	157.02
100 Village	FT Police Off	Hausier	Ann Marie	1,604.74	122.76
100 Village	FT Police Off	Farley	Grayson	2,281.26	174.52
100 Village	FT Police Off	Cunningham- Robbins	Xavier	2,281.27	174.52
100 Village	FT Police Off	Webb	Anthony	2,281.26	174.52
100 Village	FT Police Off	Zelenka	Devin	2,398.91	183.51
100 Village	FT Police Off	Mitchell	Dian	2,281.26	252.08
100 Village	FT Police Off	Willett	Joseph	4,210.37	322.09
100 Village	FT Police Off	Allen	Corey	3,847.72	290.91
100 Village	FT Police Off	Schmidt	Paul	4,180.10	319.78
100 Village	FT Police Off	Fisher	Daniel	3,713.80	284.11
100 Village	FT Police Off	Burke	Christopher	4,176.35	319.49
100 Village	FT Police Off	Hudspeth	Kelli	2,908.15	222.48
100 Village	FT Police Off	Oldenburg	Carolyn	3,660.23	280.00
100 Village	FT Police Off	Perry	Curtis	8,594.53	639.95
100 Village	FT Police Off	Conner	Tyrone	4,957.67	351.73
100 Village	FT Police Off	Owens	Patrick	4,176.35	319.49
100 Village	FT Police Off	Miller	Nathaniel	4,195.91	320.99
100 Village	FT Police Off	Stone	Donald	5,571.39	382.23
100 Village	FT Police Off	Wilbanks	Kyle	4,240.00	324.36
100 Village	FT Police Off	Morache	Thomas	5,084.33	386.22
100 Village	FT Police Off	Gossage	Jeffrey	4,041.91	309.21
100 Village	FT Police Off	Cotton	Matthew	4,564.19	349.16
100 Village	FT Police Off	Cotton	Zachary	4,237.47	324.16
	<b>FT Police Off Total</b>			<b>101,593.39</b>	<b>7,733.79</b>
100 Village	Police Parttime	Nelson	Shirley	686.84	75.89
	<b>Police Parttime Total</b>			<b>686.84</b>	<b>75.89</b>
100 Village	Parttime Police	Krousis	Nick	446.43	34.13
	<b>Parttime Police Total</b>			<b>446.43</b>	<b>34.13</b>
100 Village	Fire Chief	Welsh	Kevin	5,191.44	397.14
100 Village	Fulitime Fire	Welsh Jr	Kevin	4,290.00	320.54
100 Village	Fulitime Fire Total	Woods	Charles	2,070.74	158.41
	<b>Fulitime Fire Total</b>			<b>6,360.74</b>	<b>478.95</b>
100 Village	Parttime Fire	Erks	Cynthia	523.71	57.87
	<b>Parttime Fire Total</b>			<b>523.71</b>	<b>57.87</b>
100 Village	Fire Secretary	Mathies-Moore	Tiffany	2,042.77	156.27
	<b>Fire Secretary Total</b>			<b>2,042.77</b>	<b>156.27</b>
100 Village	On Call Fire	Sloop	Jon	552.24	42.25
100 Village	On Call Fire	Toppen	Cody	951.60	72.80

100 Village	On Call Fire	Stahnke	Grace	1,547.52	171.01
100 Village	On Call Fire	Serviss	Phillip	524.16	40.10
100 Village	On Call Fire	Pickett	James	13.52	1.50
100 Village	On Call Fire	Ramer	Nathan	1,464.32	161.81
100 Village	On Call Fire	Stone	Tyler	108.16	11.96
100 Village	On Call Fire	Velasquez	Avanna	549.12	60.68
100 Village	On Call Fire	Gilhin	Roisin	27.04	2.99
100 Village	On Call Fire	Tuftedal	Erik	726.96	55.61
100 Village	On Call Fire	Reynolds	Kevin	37.44	4.13
100 Village	On Call Fire	Pelic	Steven	390.78	29.90
100 Village	On Call Fire	Kramer	Phillip	522.83	40.00
100 Village	On Call Fire	Allen	Allen	1,238.90	94.77
100 Village	On Call Fire	McKinney	Jeremy	199.68	22.07
100 Village	On Call Fire	Prim	Dillon	327.60	25.06
100 Village	On Call Fire Total			9,181.87	836.64
100 Village	Public Works S	Manousopoulos	Basilios	2,936.93	224.68
100 Village	Public Works S Total			2,936.93	224.68
100 Village	Public Work	Kolosh	Garrett	686.76	52.53
100 Village	Public Work	Benoit	Joseph	980.00	74.97
100 Village	Public Work	Strobel Mrs.	Olivia	983.16	75.20
100 Village	Public Work	Shomo	William	785.67	60.10
100 Village	Public Work	Giles	Kevin	700.03	53.55
100 Village	Public Work	Garrett	Janet	729.24	55.78
100 Village	Public Work	Stack	Kyle	690.55	52.82
100 Village	Public Work	Regalado	Thomas	793.09	60.67
100 Village	Public Work	Yuknis	Larry	882.59	67.52
100 Village	Public Work	Royals	George	1,145.99	87.67
100 Village	Public Work Total			8,377.08	640.81
100 Village	SR Center Part	Cameron	Richard	232.95	25.74
100 Village	SR Center Part Total			232.95	25.74
100 Village Total				181,939.22	14,215.45
Grand Total				181,939.22	14,215.45
200 Glenwoodie Golf	Fulltime Main	Rodriguez	Jose	3,202.46	238.87
200 Glenwoodie Golf	Fulltime Main Total			3,202.46	238.87
200 Glenwoodie Golf	Maintenance P	Keene	Harold	654.40	72.28
200 Glenwoodie Golf	Maintenance P	Arraga	Joaquin	1,490.40	114.01
200 Glenwoodie Golf	Maintenance P	Arellano	Fernes	1,573.60	120.38
200 Glenwoodie Golf	Maintenance P Total			3,718.40	306.67
200 Glenwoodie Golf	Glenwoodie Ad	Robbins	Phillip	3,465.40	222.15
200 Glenwoodie Golf	Glenwoodie Ad Total			3,465.40	222.15
200 Glenwoodie Golf	Glenwoodie Ad.	Kluck	Scott	546.29	60.36
200 Glenwoodie Golf	Glenwoodie Ad.	Kennedy	Michael	531.62	40.67
200 Glenwoodie Golf	Glenwoodie Ad.	Owens Jr	Robert	74.03	8.18
200 Glenwoodie Golf	Glenwoodie Ad.	Rogers	James	107.68	11.90
200 Glenwoodie Golf	Glenwoodie Ad.	Davis	Michael	316.31	34.95
200 Glenwoodie Golf	Glenwoodie Ad. Total			1,575.93	156.06
200 Glenwoodie Golf	Food & Beverage.	Jones	Clearlie	962.93	73.66
200 Glenwoodie Golf	Food & Beverage.	Murdine	Legather	602.90	66.62
200 Glenwoodie Golf	Food & Beverage.	Kullman	Laurel	912.48	69.80
200 Glenwoodie Golf	Food & Beverage. Total			2,478.31	210.08
200 Glenwoodie Golf				14,440.50	1,133.83
Total				14,440.50	1,133.83
Grand Total				14,440.50	1,133.83

Department	Earnings Totals	Employer Liabilities
100 Village	181,939.22	14,215.45
200 Glenwoodie Golf	14,440.50	1,133.83
Grand Total	196,379.72	15,349.28

Cash Requirements ' 1		194,377.74
Negotiable Checks	Vendor Check	17,551.26
		53.00
		211,782.00

# 00 Cash Requirements Report

Village of Glenwood (194627)

Check Date: 12/29/2023

Process: 2023122901

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Pay Period: 12/18/2023 to 12/31/2023

IMRF	IMRF						2,766.90	
LOAN	Loan						100.76	
LOANR	Loan Repayment						523.72	
NCPER	NCBERS GRP Life						8.00	
PEN	Pension						7,776.74	
PENRE	Pension Repay						117.48	
POLPE	Police Pension						452.14	
SLEVY	State Levy						663.17	
UDUES	Union Dues						45.00	
VIMRF	Voluntary IMRF						754.27	
<b>Totals</b>							<b>17,351.26</b>	

## Tax Liability

### 194627 - Village of Glenwood

FTTW and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount
Federal Income Tax	36-6009033		Semi-Weekly	180,669.93	180,669.93	18,575.91	
Medicare	36-6009033		Semi-Weekly	194,063.60	194,063.60	2,813.95	
Medicare - Employer	36-6009033		Semi-Weekly	194,063.60	194,063.60		2,813.92
OASDI	36-6009033		Semi-Weekly	194,063.60	194,063.60	12,031.97	
OASDI - Employer	36-6009033		Semi-Weekly	194,063.60	194,063.60		12,031.94
<b>Totals</b>						<b>33,421.83</b>	<b>14,845.86</b>

48,267.68 →

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount
Illinois SITW	36-6009033		Semi-Weekly	180,669.93	180,669.93	7,750.52	
<b>Totals</b>						<b>7,750.52</b>	<b>0.00</b>

7,750.52 →

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount
Illinois SUI	0800808	0.034	Quarterly	194,063.60	14,806.47		503.42
<b>Totals</b>						<b>0.00</b>	<b>503.42</b>

503.42 →

IN and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount
Indiana SITW	0140720405 001		Monthly 20th	25,098.79	25,098.79	874.98	
Lake County, IN (Res)	0140720405 001		Monthly 20th	24,238.75	24,238.75	389.54	
<b>Totals</b>						<b>1,264.52</b>	<b>0.00</b>

1,264.52 →

### 194627 - Village of Glenwood - Total Tax Liability

42,436.87

57,786.11 →



Paylocity Corporation  
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User: MMaxwell

Run on 12/26/2023 at 3:35 PM

# 00 Cash Requirements Report

Village of Glenwood (194627)

Check Date: 12/29/2023

Process: 2023122901

Page 1 of 2

Pay Period: 12/18/2023 to 12/31/2023

## Payroll Totals

TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	194,377.74
TOTAL NEGOTIABLE CHECKS	53.00
CASH REQUIRED FOR NEGOTIABLE CHECKS & OR EFT	<b>194,430.74</b>
TOTAL REMAINING DEDUCTIONS	17,351.26
194627 - Village of Glenwood	<b>Total Payroll Liability</b>
	<b>211,782.00</b> →
	<b>211,782.0</b>

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount
Agency	Direct Agency Pay		1	663.17	0.00	663.17
Agency	EFSDU		1	0.00	574.97	574.97
Agency	HSA		4	0.00	401.91	401.91
Agency	Regular		2	53.00	0.00	53.00
Agency	Regular		86	0.00	129,022.96	129,022.96
Agency	Regular		7	5,928.58	0.00	5,928.58
<b>Totals</b>			<b>101</b>	<b>6,644.75</b>	<b>129,999.84</b>	<b>136,644.59</b> →

194627 - Village of Glenwood - Total Net Payroll Liability **6,644.75**    **129,999.84**    **136,644.59** →    **136,644.59**

## Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount
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## Transfers

194627 - Village of Glenwood	Type	Date	Source Account	Amount
Dir Dep		12/28/2023	130014900*	129,022.96
Tax		12/28/2023	130014900*	57,786.15
				3
<b>Company Total Transfers</b>				<b>186,809.11</b> →
				<b>186,809.11</b>

## Deduction Totals

Code	Description	Amount
401L Codes	401K Loans	71.63
457	Pretax	1,385.00
457RO	457 ROTH	570.00
CHLDI	Child Support I	574.97
DEPFS, FSA	Dependent FSA and Flex Spending Account	274.16
FIREP	Fire Pension	895.41
GUN	Gun Reimb	-30.00
HSABE	HSA EE Individual	31.15
HSAFM	HSA Family	370.76



Paylocity Corporation  
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User: MMaxwell

Run on 12/26/2023 at 3:35 PM

**VILLAGE OF GLENWOOD**

**COOK COUNTY, ILLINOIS**

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING A SUBRECIPIENT AGREEMENT WITH COOK  
COUNTY (AMERICAN RECUE PLAN ACT – STATE AND LOCAL FISCAL  
RECOVERY FUNDS – ASSISTANCE LISTING NUMBER 21.027)**

**ADOPTED BY THE PRESIDENT AND  
BOARD OF TRUSTEES OF THE  
VILLAGE OF GLENWOOD  
THIS 2ND DAY OF JANUARY, 2024**

**VILLAGE OF GLENWOOD**

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING A SUBRECIPIENT AGREEMENT WITH COOK COUNTY (AMERICAN RESCUE PLAN ACT – STATE AND LOCAL FISCAL RECOVERY FUNDS – ASSISTANCE LISTING NUMBER 21.027)**

WHEREAS, Cook County, Illinois has been granted in excess of 1 billion dollars under the American Rescue Plan Act and has allocated approximately \$20,000,000 of these funds for the purpose of administering and implementing stormwater management projects;

WHEREAS, attached as Exhibit A is a Subrecipient Agreement between the Village of Glenwood and Cook County which will provide the Village with funds in the amount of \$75,000.00 for design engineering for the renovation of the Brookwood Point Subdivision stormwater outfall to Thorn Creek;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that it is in the best interests of the Village and its residents to approve the Subrecipient Agreement attached as Exhibit A to receive funding in the amount of \$75,000.00 for the completion of design engineering for the renovation of the Brookwood Point Subdivision stormwater outfall to Thorn Creek; and

NOW THEREFORE, be it RESOLVED by the President and Board of Trustees of the Village of Glenwood pursuant to its Home Rule powers as follows:

**Section 1. Recitals.**

The foregoing recitals are true, a material part of this Resolution, and are incorporated herein as if they were fully set forth in this section.

**Section 2. Approval of a Subrecipient Agreement.**

The Village herein approves the Subrecipient Agreement with Cook County that is attached as Exhibit A to this resolution and authorizes the Village President to execute same and the Village Clerk to attest to the President’s signature for and on behalf of the Village of Glenwood.

**Section 3. Home Rule.**

This Resolution, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether this Resolution should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Glenwood that to the extent that the terms of this Resolution should be inconsistent with any non-preemptive state law, this Resolution shall supersede state law in that regard within its jurisdiction.

**Section 4. Effective Date.**

This Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED by roll call vote this 2nd day of January, 2024.

AYES:

NAYS:

ABSENT:

ABSTAIN:

**CERTIFICATE**

I, Sandra Washington, certify that I am the duly elected and acting municipal clerk of the Village of Glenwood, Cook County, Illinois.

I further certify that on January 2, 2024, the Corporate Authorities of the Village of Glenwood passed and approved the attached Resolution No. 2023- \_\_\_\_\_, entitled,

**A RESOLUTION AUTHORIZING A SUBRECIPIENT AGREEMENT WITH COOK COUNTY (AMERICAN RECUE PLAN ACT – STATE AND LOCAL FISCAL RECOVERY FUNDS – ASSISTANCE LISTING NUMBER 21.027)**

a true and correct copy of which is attached hereto.

Dated at Glenwood, Illinois, this 2<sup>nd</sup> day of January, 2024.

\_\_\_\_\_  
Sandra M. Washington,  
Municipal Clerk

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**EXHIBIT A**

(Subrecipient Agreement between the Village of Glenwood and Cook County; American Recue  
Plan Act – State And Local Fiscal Recovery Funds – Assistance Listing Number 21.027)

APPROVED this 2<sup>nd</sup> day of January 2024.

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Ronald J. Gardiner, Village President

ATTEST:

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Sandra M. Washington, Village Clerk

**SUBRECIPIENT AGREEMENT  
AMERICAN RESCUE PLAN ACT – STATE AND LOCAL FISCAL RECOVERY FUNDS  
(ASSISTANCE LISTING NUMBER 21.027)**

This Subrecipient Agreement ( "Agreement") is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the County of Cook, a body politic and corporate of the State of Illinois ("County"), acting by and through its Bureau of Administration Department of Transportation and Highways (DOTH), and VILLAGE OF GLENWOOD, an Illinois municipality, ("Subrecipient") (collectively referred to as "the Parties" and individually as a "Party") to establish an agreed upon protocol for the administration and management of the American Rescue Plan Act (ARPA) (Assistance Listing Number 21.027) – Stormwater Management Project Implementation Program subaward project described below. The County and VILLAGE OF GLENWOOD are organized and existing by virtue of the Constitution and/or laws of the State of Illinois.

**RECITALS**

**WHEREAS**, on March 13, 2020, the President of the United States (the "President") issued a Proclamation, declaring a National Public Health Emergency, as a result of the Coronavirus ("COVID-19") pandemic (the "Pandemic"); and

**WHEREAS**, on March 11, 2021, the President signed into law the American Rescue Plan Act, 2021, Section 9901, Coronavirus State and Local Fiscal Recovery Funds; and

**WHEREAS**, Section 9901 of Subtitle M of the Act established the Coronavirus State and Local Fiscal Recovery Funds Program ("SLFRF" or "Program") aimed at providing support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses; and

**WHEREAS**, the Act authorizes the U.S. Department of Treasury ("Treasury") to grant ARPA funds to eligible entities to address the negative health and economic impacts of the Pandemic on communities nationwide; and

**WHEREAS**, the County qualifies as an eligible unit of local government under the Act, and Treasury has granted \$1,000,372,385 in funds to the County ("ARPA Funds"); and

**WHEREAS**, the County has allocated approximately \$20,000,000 of the ARPA Funds for the purpose of administering and implementing stormwater management projects; and

**WHEREAS**, ARPA will further the mission of the County and serve the broader objective of protecting the health, safety, and welfare of the County by promoting completion of an increased number of stormwater management projects in underserved areas prone to flooding, ensuring a nexus to the negative health and economic impacts of Covid-19, and

**WHEREAS**, Treasury limits the obligation of ARPA funds to December 31, 2024, and expenditure of the Funds for eligible expenses to December 31, 2026, therefore the Parties recognize that time is of the essence; and

**WHEREAS**, the County achieves its mission through strategic collaborations and partnerships with states, local governments, community organizations, and others; and

**WHEREAS**, Subrecipient is an established municipal corporation, which has extensive experience and expertise in supporting and implementing successful stormwater management projects; and

**WHEREAS**, the County desires to award this grant to Subrecipient for the administration and management of stormwater management projects of the Program in Cook County as described herein; and

**WHEREAS**, VILLAGE OF GLENWOOD is able and willing to assist the County in the administration and management of the Program; and

**WHEREAS**, VILLAGE OF GLENWOOD is authorized by its governing body to enter into this Agreement with the County for the purposes described herein; and

**WHEREAS**, the Cook County Board of Commissioners authorized the County, through the DOTH, to enter into this Agreement with Subrecipient for the purposes described herein.

**NOW THEREFORE**, in consideration of the covenants and mutual agreements herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

#### **1. INCORPORATION OF RECITALS**

The recitals set forth above, together with the information contained in the Exhibits attached hereto, constitute an integral part of this Agreement and are incorporated herein by this reference.

#### **2. ELIGIBILITY FOR THE PROGRAM**

Subrecipient hereby certifies that it has the authority and approval from its governing body or officials to execute this Agreement and receive Program Funds for eligible uses specified under this Agreement. The VILLAGE OF GLENWOOD shall act as a subrecipient and, on behalf of the County, make Program Funds available to designated program participants within Cook County. Fund usage must fall into one of the following statutory categories:

- To respond to the COVID-19 public health emergency or its negative economic impacts;
- To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the recipient that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; or
- To make necessary investments in water, sewer, or broadband infrastructure.

#### **3. GENERAL PROVISIONS**

3.1. **TERM**. This Agreement shall become effective as of the date on which it is fully executed by both Parties and will continue in full force and effect, until December 31, 2026, subject to earlier termination in accordance with its terms.

3.2. **OBLIGATIONS OF THE PARTIES**. Subrecipient agrees to administer the program on behalf of the County, as described herein and in the Scope of Services (the "Services"), set forth on Exhibit A, attached hereto and incorporated herein. The County agrees to provide up to Seventy-Five Thousand Dollars (\$75,000.00) in Program Funds to be made available to carry out the purposes of the Program. Payments will be made to the Subrecipient for eligible uses of the Program Funds,

hereunder, according to the criteria for the use of such funds and the schedule specified in Exhibit A. Invoice submission for Program Funds shall be in accordance with the provisions provided in Exhibit C under monitoring and fiscal reporting. Subrecipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued on what constitute a necessary expenditure and that the Subrecipient has reviewed the guidance established by U.S. Department of the Treasury. Any funds expended by the Subrecipient or its subcontractor(s) in any manner that does not adhere to official federal guidance will be returned by Subrecipient to Cook County.

3.3. **REPRESENTATIVES.** Each Party to this agreement shall designate one staff representative, who shall be the primary point of contact for that Party

VILLAGE OF GLENWOOD: |

Commented [AJ(1)]: Subrecipient to add contact

Cook County:  
Jennifer 'Sis' Killen, P.E., PTOE  
Superintendent  
[Jennifer.killen@cookcountyil.gov](mailto:Jennifer.killen@cookcountyil.gov)

3.4. **FINANCIAL MANAGEMENT AND INTERNAL CONTROLS.** Subrecipient agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all eligible expenses. Subrecipient and any of the subawards issued by the Subrecipient must comply with Uniform Guidance and establish and maintain effective internal controls that provide reasonable assurance that Subrecipient is administering Program Funds in compliance with Federal statutes and regulations, and the terms and conditions of the Program. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). Management should consider the potential for fraud when identifying, analyzing, and responding to risks. Subrecipient 's accounting system for recording expenditures must be established and maintained in accordance with generally accepted accounting principles.

3.5. **DUPLICATION OF BENEFITS.** Subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) (the "Stafford Act"), as amended by Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 132 Stat. 3442), which amended section 312 of the Stafford Act. If Subrecipient receives duplicate benefits from another source, Subrecipient must refund the benefits provided by Cook County to Cook County. In order to mitigate against a duplication of benefits, the subrecipient will only apply costs that meet the following general criteria in order to be allowable under Federal awards:

- Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period
- Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs
- Are not included as contributions for any other Federal award

- 3.6. **DOCUMENTATION AND RECORDKEEPING.** As required by 2 C.F.R. 200.331(a)(5), Cook County, or any duly authorized representative of Cook County, shall have the right of access to any records, documents, financial statements, papers, or other records of Subrecipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds allocated to Subrecipient under this Agreement. The right of access also includes timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period but lasts as long as the records are retained by Subrecipient. The Subrecipient shall ensure the same access to documents from its subawards in accordance with 2 C.F.R. 200.331(a)(5).
- 3.7. **MAINTENANCE AND INSPECTION OF RECORDS.** Subrecipient and their sub awardees shall retain sufficient records including, without limitation, financial records, documents, statistical records, and all other records (collectively, "Records") pertinent to this Agreement to show compliance with the terms of this Agreement. Records shall be subject to the right of access, upon prior reasonable notice, by any duly authorized representative of the County or Treasury for the purposes of inspection, copying and auditing. The right of access also includes the County's timely and reasonable access to Subrecipient's personnel for the purpose of interview and discussion related to Records. The right of access is not limited to the required retention period but lasts as long as Records are retained by Subrecipient.
- 3.8. **RECORD RETENTION.** The Records shall be maintained by Subrecipient and any sub awardees for a period of five (5) years after the later of the following: (a) final payment is made using Program Funds; (b) completion of all close-out procedures respecting the Program, as determined by the County in its sole discretion; or (c) resolution of all litigation, claims, negotiations, audits, or other actions in relation to the Program. Record Retention under the Program is subject to the terms of the Treasury Memorandum.
- 3.9. **CLOSE-OUT.** Subrecipient's and the County's obligations under this Agreement shall not end until all Program close-out requirements are completed, as determined by the County in its sole discretion. Activities during the close-out period shall include but are not limited to making final payments, disposing of Program Funds, and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Subrecipient has control over any Program Funding.

#### 4. MONITORING AND REPORTING

- 4.1. Subrecipient agrees to provide the County access to all necessary data and documentation gathered for purposes of monitoring Program compliance. Subrecipient shall provide the County with information and dates, in sufficient detail, that indicate the use of the funds for the Program and the impact and outcome of the services provided as specified in this Agreement. Failure to submit proper documentation including, but not limited to, documentation verifying eligible expenses may result in termination of this Agreement and recoupment of funds provided to Subrecipient.
- 4.2. Subrecipient shall provide to the County reports, on a periodic basis as defined by the County. Such reports shall summarize Subrecipient's receipts and expenditures of the funds provided to Subrecipient under this Agreement as detailed in **Exhibit C** and specify the Program Metrics and Performance Goals outlined in **Exhibit B**, attached hereto and incorporated herein. In addition, Subrecipient will furnish to the County, with reasonable promptness, such interim reports or such additional information in connection with the Services, as the County may periodically request. Reporting under the Program is subject to the reporting requirements of subsection (d) of section 603 the Act and Treasury's Compliance and Reporting Guidance, set forth in **Exhibit B**.

attached hereto and incorporated herein. Subrecipient shall ensure that any sub award agreement includes metric reporting and monitoring of the sub awardee by the Subrecipient.

## 5. TERMINATION

- 5.1. TERMINATION WITHOUT CAUSE. This Agreement may be terminated by either Party without cause or for convenience at any time by providing at least thirty (30) days written notice to the other Party.
- 5.2. COUNTY'S TERMINATION FOR CAUSE. The failure of Subrecipient to observe and perform the terms, covenants, promises, and agreements on its part to be observed and performed under this Agreement constitutes an "Event of Default" after the passage of any applicable notice and cure period. Subrecipient will have thirty (30) days from the date written notice of default is delivered or mailed to Subrecipient in which to cure the default provided, however, that if an Event of Default is not reasonably capable of being cured within thirty (30) days, Subrecipient shall have such additional time as is reasonably necessary, as determined by the County, so long as Subrecipient has commenced to cure within thirty (30) days and is proceeding diligently to effect a cure. If Subrecipient fails to cure such Event of Default within the applicable cure period, the County may terminate this Agreement for cause, in whole or in part, by giving written notice to Subrecipient of such termination and specifying the effective date thereof. In the event of such termination for cause, Subrecipient shall be compensated for that portion of the Services performed which have been fully and adequately completed and accepted by the County through the effective date of termination. In such case, the County shall have the right to take whatever steps it deems necessary to complete the Program and correct Subrecipient's deficiencies and charge the cost thereof to Subrecipient, which shall be liable for the full cost of the County's corrective action, including reasonable overhead and attorneys' fees. Subrecipient shall include a termination for cause provision in any sub award agreements.
- 5.3. FORCE MAJEURE. In the event that either Party is unable to perform any of its obligations under this Agreement because of natural disaster, actions or decrees of governmental bodies or communications failure not the fault of the affected party (referred to as a "Force Majeure Event"), the Party which has been so affected agrees to give immediate notice to the other Party and agrees to do everything possible to resume performance. Upon receipt of such notice, this Agreement shall be suspended immediately. If the period of nonperformance exceeds ten (10) days from the receipt of notice of the Force Majeure Event, the Party whose ability to perform has not been so affected may terminate this Agreement immediately by giving written notice to the other Party.
- 5.4. FUNDING AVAILABILITY/NON-APPROPRIATION. Funding for this Agreement is subject to availability of funds from the United States Government and appropriation by the County. In the event that no Program Funds or insufficient Program Funds are appropriated and budgeted for payments to be made under this Agreement, then the County shall promptly notify Subrecipient of such occurrence, and this Agreement shall terminate on the earlier of the last day of the month for which sufficient appropriation was made or when the funds appropriated for payment under this Agreement are exhausted.
- 5.5. DELIVERY OF INFORMATION. Subrecipient shall deliver to the County copies of all completed or partially completed information, programs, software (including source code), documentation or data (collectively, the "Documents") developed, created or invented in connection with the Services under this Agreement within fifteen (15) days after this Agreement is terminated or completed. The Subrecipient shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. Any advanced

funds not yet spent for authorized work by Subrecipient shall be promptly returned to the County within fifteen (15) days of termination.

## 6. NOTICES

All notices shall be delivered in writing and shall be communicated by electronic mail, U.S First Class Mail, fax or overnight courier to the Parties hereto at the addresses set forth below or at such other address as either Party may designate by written notice to the other:

To Subrecipient:

Commented [AJ(2)]: Subrecipient to add contact

To Cook County:

Jennifer "Sis" Killen, P.E., PTOE  
Superintendent  
County of Cook, Illinois  
69 W. Washington Street, 24th Floor  
Chicago, IL 60602

Either Party may designate a different address by giving the other Party ten (10) days written notice.

## 7. INDEMNIFICATION

7.1. SUBRECIPIENT SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS THE COUNTY ITS OFFICERS, DIRECTORS, AGENTS, EMPLOYEES, SUCCESSORS AND ASSIGNS ("INDEMNIFIED COUNTY PARTIES") FROM AND AGAINST ALL CLAIMS AND LIABILITY DUE TO THE ACTIVITIES OF SUBRECIPIENT OR ANOTHER ENTITY OVER WHICH SUBRECIPIENT EXERCISES CONTROL, PERFORMED UNDER THIS AGREEMENT AND WHICH RESULT FROM ANY NEGLIGENT ACT, ERROR, OR OMISSION; INTENTIONAL TORT; INTELLECTUAL PROPERTY INFRINGEMENT; OR FAILURE TO PAY A SUBCONTRACTOR; COMMITTED BY SUBRECIPIENT OR ANOTHER ENTITY OVER WHICH SUBRECIPIENT EXERCISES CONTROL.

7.2. SUBRECIPIENT SHALL ALSO INDEMNIFY, DEFEND, AND HOLD HARMLESS THE COUNTY AND INDEMNIFIED COUNTY PARTIES FROM AND AGAINST ANY AND ALL EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES WHICH MIGHT BE INCURRED BY THE COUNTY, IN LITIGATION OR OTHERWISE RESISTING SAID CLAIMS OR LIABILITIES WHICH MIGHT BE IMPOSED ON THE COUNTY AS THE RESULT OF SUCH ACTIVITIES BY SUBRECIPIENT OR ANOTHER ENTITY OVER WHICH SUBRECIPIENT EXERCISES CONTROL.

## 8. GOVERNING LAW AND VENUES

This Agreement shall be governed by and construed under the laws of the State of Illinois. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Cook County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions or proceedings.

## 9. SEVERABILITY

In the event that any provision or clause of this Agreement conflicts with applicable law, such conflict shall not affect other provisions which can be given effect without the conflicting provision. To this end the provisions of this Agreement are declared to be severable.

## 10. COMPLIANCE WITH LAWS (Subrecipient shall ensure that the following provisions are applied to any sub awardee of the Subrecipient in any applicable sub award or contract,)

10.1. COMPLIANCE WITH STATE AND LOCAL REQUIREMENTS. Subrecipient acknowledges that this Agreement is governed under Illinois law and that the Subrecipient shall comply with all applicable state and local orders, laws, regulations, rules, policies and certifications governing any activities undertaken during the performance of this Agreement, including but not limited to any compliance with prevailing wage laws. Any Subrecipient that is a not-for-profit organization must be registered with the Illinois Secretary of State to transact business in Illinois.

10.2. COMPLIANCE WITH FEDERAL REQUIREMENTS. Subrecipient understands that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act. The Agreement further requires compliance with certain provisions of Title 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Subrecipient agrees to comply with all applicable provisions of Title 2 CFR Part 200 and all other applicable Federal laws, regulations, executive orders, Treasury policies, procedures, and directives, as well as state and local laws, regulations, and policies governing the funds provided under this Agreement. Note that subrecipients should refer to the Uniform Guidance for the most current information on applicable federal regulations referenced in this agreement. Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available. With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under Federal law or regulation, the more stringent requirement shall control.

Subcontracts, if any, shall contain a provision making them subject to all of the provisions stipulated in this Agreement, including but not limited to 2 CFR 200.303, 2 CFR 200.331-333, 2 CFR Part 200, Subpart E, and 2 CFR Part 200 Subpart F.

During the performance of this Agreement, Subrecipient shall comply with all applicable federal laws and regulations including, but not limited to the following:

### 10.2.1. COST PRINCIPLES

Subrecipients should follow allowable cost guidance detailed in the federal regulations in 2 CFR Part 200, Subpart E. Subrecipients are responsible for effective management and administration of funds. Subrecipients should have strong internal controls and effective financial monitoring in place in order to ensure compliance with the allowable costs. Allowable cost federal regulations which apply to ARPA include, but are not limited to:

- Program funds may be used for a “reasonably proportionate” share of the costs required for federal single audits performed in accordance with the Uniform Guidance, 2 CFR Part 200, Subpart F.
- Administrative costs - both direct and indirect - associated with program implementation are permitted. Pursuant to the SLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs as long as they are accorded consistent treatment per 2 CFR 200.403 See Uniform Guidance, 2 CFR 200.412-200.414 for additional details.
- Per 2 CFR 200.303(a), the subrecipient must establish and maintain effective internal control over the award that provides reasonable assurance that the subrecipient is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- The subrecipient management policies must consider the types of fraud that can occur within the entity to provide a basis for identifying fraud risks. Types of fraud, as defined by COSO, are as follows:
  - Fraudulent financial reporting - Intentional misstatements or omissions of amounts or disclosures in financial statements to deceive financial statement users. This could include intentional alteration of accounting records, misrepresentation of transactions, or intentional misapplication of accounting principles.
  - Misappropriation of assets - Theft of an entity’s assets. This could include theft of property, embezzlement of receipts, or fraudulent payments.
  - Corruption - Bribery and other illegal act

In addition to fraud, the subrecipient must consider other forms of misconduct that can occur, such as waste and abuse. Waste is the act of using or expending resources carelessly, extravagantly, or to no purpose. Abuse involves behavior that is deficient or improper when compared with behavior that a prudent person would consider reasonable and necessary operational practice given the facts and circumstances. This includes the misuse of authority or position for personal gain or for the benefit of another. Waste and abuse do not necessarily involve fraud or illegal acts.

#### 10.2.2. CASH MANAGEMENT

SLFRF payments made to Subrecipient are not subject to the requirements of the Cash Management Improvement Act and Treasury’s implementing regulations at 31 CFR part 205 or 2 CFR 200.305(b)(8)-(9). Recipients can place funds in interest-bearing accounts, do not need to remit interest to Treasury, and are not limited to using that interest for eligible uses under the Program award.

#### 10.2.3. AUDIT REQUIREMENTS

Subrecipient will be subject to a single audit pursuant to 2 CFR 200.501(a) if Subrecipient expends \$750,000 or more in Federal awards during their fiscal year.

If subject to the single audit, the Subrecipient must:

- Procure or otherwise arrange for the audit required by this part in accordance with 2 CFR 200.509, and ensure it is properly performed and submitted when due in accordance with 2 CFR 200.512.
- Prepare appropriate financial statements, including the schedule of expenditures of Federal awards in accordance with 2 CFR 200.510.
- Promptly follow up and take corrective action on audit findings, including preparation of a summary schedule of prior audit findings and a corrective action plan in accordance with 2 CFR 200.511(b) and (c), respectively.
- Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit required by this part.

#### 10.2.4. EQUIPMENT AND REAL PROPERTY MANAGEMENT

Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

#### 10.2.5. MANDATORY DISCLOSURES

In accordance with 2 CFR 200.113, the non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the County all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII to this part are required to report certain civil, criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.339.

#### 10.2.6. NON-DISCRIMINATION

Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance; (b) The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance; (d) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and (e) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

Projects funded with SLRFR should advance shared interests and promote equitable delivery of government benefits and opportunities to underserved communities, as outlined in Executive Order 13985, On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

10.2.7. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the Development Agreement, Subrecipient will be required to comply with Executive Order 11246, "Equal Employment Opportunity," as amended by EO 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

10.2.8. COPELAND ANTI-KICKBACK ACT

Subrecipient shall comply with 18 U.S.C. §874, 40 U.S.C. §3145, and the requirements of 29 CFR Part 3 as may be applicable, which are incorporated by reference into this contract.

10.2.9. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT.

(a) Overtime requirements: No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(b) Violation; liability for unpaid wages; liquidated damages: In the event of any violation of the clause set forth in paragraph 10.2.9(a) of this section, the Subrecipient, its contractor(s) or any subcontractor(s) responsible therefor shall be liable for the unpaid wages. In addition, any Subrecipient, and its subcontractor(s) shall be liable to the United States, for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth herein.

(c) Withholding for unpaid wages and liquidated damages: The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Subrecipient or its subcontractor(s) under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Selected Respondent(s), contractor(s) or subcontractor(s) for unpaid wages and liquidated damages as provided herein.

(d) Subcontracts: The Subrecipients or its subcontractor(s) shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of 29 CFR 5.5, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The Subrecipient shall be responsible for compliance by any contractor or subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of 29 CFR §5.5. 6) Clean Air Act and Federal Water Pollution Control Act. The Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §7401 et seq.

10.2.10. DEBARMENT & SUSPENSION

This award is a covered transaction for purposes of 2 CFR Part 180 and 2 CFR Part 3000. As such, the Subrecipient is required to verify that none of its subrecipients or subcontractors (defined at 2 CFR §180.995) or its affiliates (defined at 2 CFR §180.905) are excluded (defined at 2 CFR §180.940) or disqualified (defined at 2 CFR §180.935). Subrecipient must comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by the County. If it is later determined that the Subrecipient did not comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, in addition to remedies available to the County, the federal government may pursue available remedies, including but not limited to, suspension and/or debarment. The Subrecipient agrees to comply with the requirements of 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, throughout the period of any contract that may arise from this Agreement.

10.2.11. BYRD ANTI-LOBBYING AMENDMENT.

Subrecipient certifies that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. §1352. Subrecipients shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certifications to the awarding agency. If the Agreement exceeds \$100,000, the Subrecipient must certify compliance with the Byrd Anti-Lobbying Amendment. See, **Exhibit F**, Certification Regarding Lobbying.

10.2.12. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR ACTS.

Subrecipient and any subcontractors must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Subrecipient and subcontractors pertaining to any matter resulting from a contract.

10.2.13. CONFLICTS OF INTEREST.

Subrecipient must disclose in writing to Treasury or the pass through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

10.2.14. TRANSPARENCY ACT.

Reporting Subaward and Executive Compensation Information in compliance with 2 CFR Part 170.

10.2.15. PUBLICATIONS.

Any publication produced with funds from this award must also display the following language:  
"This project is being supported, in whole or in part, by federal award number Assistance Listing Number (ALN – formerly known as the CFDA) 21.027 awarded to Cook County by the U.S. Department of the Treasury

10.2.16. INCREASING SEAT BELT USE IN THE UNITED STATES.

Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Subrecipient is encouraged to adopt and enforce on-the-job seat belt policies and programs for your employees when operating company-owned, rented or personally owned vehicles.

10.2.17. REDUCING TEXT MESSAGING WHILE DRIVING.

Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Subrecipient is encouraged to adopt and enforce policies that ban text messaging while driving and establish workplace safety policies to decrease accidents caused by distracted drivers.

10.2.18. UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITIONS ACT.

Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations apply to this Agreement, where applicable.

10.2.19. DISCLAIMER

The United States expressly disclaims any and all responsibility or liability to Subrecipient or third persons for the actions of Subrecipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of the federal award or any other losses resulting in any way from the performance of the federal award

or any contract, or subcontract under this award. By accepting this Agreement from the County, the Subrecipient does not in any way establish an agency relationship between the United States and Subrecipient.

10.2.20. CODE OF CONDUCT 2 CFR 200.318(c)(1).

The non-Federal entity (Subrecipient) must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts or subawards. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

**11. PROCUREMENT STANDARDS (Subrecipients shall ensure that the following provisions are applied to any sub awardee of the Subrecipient in any applicable sub award or contract,)**

Subrecipients are responsible for ensuring any procurement of goods or services using Program Funds is consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. Subrecipient must have documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of the federal Uniform Guidance, for the acquisition of property or services required under a Federal award or subaward.

#### METHODS OF PROCUREMENT

When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in 2 CFR 200.1, or a lower threshold established by Subrecipient, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

##### Informal Procurement Methods

- Micro-purchases - The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold as defined in 2 CFR 200.1.
- Small Purchases - The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

##### Formal Procurement Methods

When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by Subrecipient, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with 2 CFR 200.319.

The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

- Sealed Bids - A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the appropriate conditions are present (see 2 CFR 200.320(b)(1)(i)).
- Proposals - A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids.

##### Competition

The Uniform Guidance requires all procurement transactions for property or services to be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320. Non-competitive procurements are allowed only in circumstances where at least one of the following conditions is true:

- The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see 2 CFR 200.320(a)(1) for more detail);
- The item is available only from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the Subrecipient; or
- After solicitation of a number of sources, competition is determined inadequate.

Subrecipient is required to have an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties.

## **12. PERSONALLY IDENTIFIABLE INFORMATION**

Subrecipient and any of the Subrecipient's sub awardees must comply with 2 CFR 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 CFR 200.82, and other information the County designates as sensitive or consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality including but not limited to compliance with the Illinois Personal Information Protection Act and other data privacy laws. See Exhibit E for additional guidelines and requirements regarding data privacy.

## **13. WORKERS' COMPENSATION**

Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement

## **14. AMENDMENTS**

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties.

## **15. INSURANCE**

Subrecipient shall provide and maintain, at Subrecipient's own expense, during the term of this Agreement and any time period following expiration if Subrecipient is required to return and perform any of the Services or Additional Services under this Agreement, sufficient insurance coverage to protect any funds provided to Subrecipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Subrecipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

## **16. CONFLICT OF INTEREST**

Subrecipient warrants and represents to the County that it does not have nor shall it knowingly acquire

any interest that would conflict in any manner with the performance of its obligations under this Agreement. Furthermore, Subrecipient warrants that no company or person, other than a bona fide employee, has been employed to solicit or secure this Agreement with the County, and that Subrecipient has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this provision, the County shall have the right to terminate this Agreement without liability.

#### **17. COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall be deemed an original.

#### **18. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the Parties and cannot be modified or amended except by mutual written agreement of both Parties.

#### **19. SEPARATE ENTITIES**

It is understood and agreed that nothing contained herein is intended or should be construed as in any way affecting the status of the Parties as separate, independent and distinct entities under Illinois or any other law. It is further understood and agreed that nothing herein is intended or should be construed as in any way creating or establishing the relationship of co-partners or joint ventures between the Parties hereto, or as constituting the Parties as representatives of each other for any purpose.

#### **20. NON-LIABILITY OF PUBLIC OFFICIALS**

No official, employee or agent of the County shall be charged personally by the Subrecipient or by an assignee or subcontractor with any liability or expenses of defense or be held personally liable under any term or provision of this Amendment, because of such County's execution of this Amendment or enforcement of the provisions herein.

#### **21. INTERPRETATION**

Any headings of this Agreement are for convenience of reference only and do not define or limit the provisions thereof. Words of any gender shall be deemed and construed to include correlative words of the other genders. Words importing the singular number shall include the plural number and vice versa, unless the context shall otherwise indicate. All references to any person or entity shall be deemed to include any person or entity succeeding to the rights duties, and obligations of such persons or entities in accordance with the terms and conditions of this Agreement.

#### **22. WAIVER**

Whenever, under this Agreement, a Party, by a proper authority, waives another Party's performance in any respect or waives a requirement or condition of another Party's performance, the waiver so granted, whether express or implied, shall only apply to the particular instance and shall not be deemed a waiver forever or for subsequent instances of the performance, requirement or condition. No such waiver shall be construed as a modification of this Agreement regardless of the number of times a party may have waived the performance, requirement or condition.

### **23. EXHIBITS**

All Exhibits to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the Exhibits, the language of the Exhibits shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

Exhibit A – Scope of Work/Technical Specifications

Exhibit B – Program Reporting Requirements

Exhibit C – Monitoring and Fiscal Reporting

Exhibit D – Request for Advance of Grant Funds

Exhibit E – Data Privacy Guidelines and Requirements

Exhibit F – Certification Regarding Lobbying

### **24. SIGNATURE AUTHORITY**

A duly authorized agent for the Subrecipient is required to sign this Agreement on behalf of the Subrecipient. If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the agreement for and on behalf of the Subrecipient must be attached to the Agreement for review by Cook County.

*(Remainder of Page Intentionally Left Blank)*

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth.

**VILLAGE OF GLENWOOD**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
[POC Name]  
[POC Title]

Commented [AJ3]: Subrecipient to add point of contact

**COUNTY OF COOK, ILLINOIS**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Jennifer "Sis" Killen, P.E., PTOE  
Superintendent

**EXHIBIT A**  
**SCOPE OF WORK**

**A. PROGRAM DESCRIPTION AND OBJECTIVES**

**Background**

Flood mitigation has been a significant focus for regional planning organizations in Cook County, but there continues to be barriers to the development and implementation of proposed projects. The causes and potential solutions for flooding are not always obvious. A lack of municipal expertise and capacity with respect to project identification, securing funding, and awarding and administering engineering and construction contracts can impede project progress. The ongoing maintenance and operational needs of stormwater infrastructure, coupled with the multijurisdictional nature of flooding issues also presents a hurdle for some municipalities. Climate change will only exacerbate flooding problems across the County as the intensity and frequency of large storm events increases. This is especially true in communities with historic disinvestment, which were disproportionately impacted by COVID19.

**Approach:**

This program seeks to provide additional funding to expand the reach of MWRD's existing stormwater management program. The use of County funds will build resiliency to climate events within more Cook County communities.

**Types of Assistance:**

Types of assistance will include financial assistance for implementing stormwater management projects from Cook County to VILLAGE OF GLENWOOD.

**B. ROLES AND RESPONSIBILITIES**

The Bureau of Administration by the direction of the DOTH will provide the program guidelines and funding to VILLAGE OF GLENWOOD to administer the implementation of a stormwater management project.

**VILLAGE OF GLENWOOD Staff**

The VILLAGE OF GLENWOOD's Public Works Department will provide project management, administration, and coordination with local stakeholders of the project identified to be overseen by VILLAGE OF GLENWOOD.

**Commented [AJ4]:** Subrecipient to edit if needed

As the award subrecipient, VILLAGE OF GLENWOOD staff will:

- Manage and implement the selected project
  - Including studies, design engineering, and/or construction of the project
- Collect and provide data/metrics needed for upward reporting
- Updating reporting metrics on required timeline

- Meet with Cook County staff to ensure progress and compliance with ARPA guidelines
  - Including submission of required reports
- Reviewing and processing invoices, and submitting reimbursement requests

**Cook County Staff**

As the award recipient, the DOTH staff will include:

Program Lead and other Cook County Staff:

- Data reporting for certain denoted metrics
- Monitoring and oversight of subrecipient/program
- Submit reporting to Treasury
- Processing reimbursement requests
- Budget funds for program
- Regular check ins with the subrecipient to ensure progress and compliance

**C. ADMINISTRATOR**

As a subrecipient, the VILLAGE OF GLENWOOD is responsible for program administration, data collection, monitoring, and reporting in accordance to ARPA and Cook County guidelines. The Party will utilize funds to administer professional services and/or construction contracts to implement the project.

**D. SELECTED PROJECT AND AWARD AMOUNT**

Project Name	Location	Project Phase	Amount
Brookwood Point Subdivision Outfall	VILLAGE OF GLENWOOD	Design Engineering	\$75,000

Upgrade outflow to creek in Forest Preserve to address upstream flooding within Brookwood Point Subdivision.

**E. WORKPLAN**

1. Project Implementation by VILLAGE OF GLENWOOD (December 2023 – November 2026\*)
  - a. Design engineering will be performed
2. Administration and compliance monitoring (December 2023 – November 2026)
  - a. Program administration and compliance monitoring will be performed by County and VILLAGE OF GLENWOOD staff throughout the life of the program.

\*All funds must be obligated by December 2024.

**F. BUDGET**

Issuance of Funding and Payment terms:

Cook County will provide VILLAGE OF GLENWOOD with reimbursements totaling up to \$75,000 of ARPA funds for services rendered through Fiscal Year 2026.

The approved budget for this project can be found below. This budget is liable to change based on project schedule.

Budget Category	2022	2023	2024	2025	2026	Total
Personnel	\$	\$	\$	\$	\$	\$
Administrative Costs	\$	\$	\$	\$	\$	\$
Supplies and Materials	\$	\$	\$	\$	\$	\$
Direct Programming Costs	\$	\$	\$	\$	\$	\$
Maintenance	\$	\$	\$	\$	\$	\$
Rental and Leasing	\$	\$	\$	\$	\$	\$
Contractual Services	\$	\$	\$75,000	\$	\$	\$
Capital Improvements and Construction	\$	\$	\$	\$	\$	\$
Other Costs	\$	\$	\$	\$	\$	\$
Indirect Costs	\$	\$	\$	\$	\$	\$
Total Cost	\$0	\$0	\$75,000	\$0	\$0	\$0

**Commented [AJ(5)]:** Subrecipient to review. Note unspent funds will be carried forward to future FYs

**G. MARKETING AND COMMUNICATION**

Subrecipient must acknowledge Cook County when describing projects or programs funded in whole or in part with Cook County funds. Subrecipient and any additional recipients shall promote the Program to participants within Cook County. Flyer, advertisement, press release, and other templates will be approved by the County before publication; the Subrecipient may draw from that approved language for additional communications as needed. The rights and obligations of Subrecipient to design and market the Program are not exclusive, and Cook County may advertise and promote the Program, at its sole cost, as it deems necessary or desirable. Cook County achieves its mission through partnerships with states, local governments, community organizations, and others. Communicating the role of Cook County support increases public understanding of how we work with community partners to achieve our mission to lead and promote equitable economic growth and community development. As such, we require Subrecipients to track and report on marketing and outreach activities. Reporting should include types of engagement and tactics used to share information about the programs.

Any publication produced with funds from this award must also display the following language: "This project is being supported, in whole or in part, by federal award number ALN 21.027 awarded to Cook County by the U.S. Department of the Treasury.

**EXHIBIT B**

**PROGRAM REPORTING REQUIREMENTS**

**Subrecipients shall include applicable program reporting requirements in any sub award agreement**

**A. U.S. TREASURY REPORTING REQUIREMENTS**

ARPA fund recipients are required to track specific performance indicators and programmatic data in order to comply with Program award reporting requirements, including a quarterly “Project and Expenditure” report, and an annual “Recovery Plan Performance Report.” VILLAGE OF GLENWOOD permits the County and auditors to have access to its records and financial statements as necessary for meeting federal requirements. Funding expenditure records must also be kept for five years after all funds have been expended or returned to Treasury.

Each SLFRF project must be aligned to a single Treasury Expenditure Category, as identified by Cook County, and will require specific reporting data based on that category.

Type	Metric	Collection Timeframe	Data Type	Data Owner	Additional Context
Treasury-required	Describe the approach, goals, and type of project. Given the broad eligible uses of funds and the specific needs of the jurisdiction, please also explain how the funds would support the communities, populations, or individuals in your jurisdiction.	Annual	Text	DOH	No action required
Treasury-required	Funding used for planning and design in community areas specified in the proposal	Quarterly	Numeric	Subrecipient	Can indicate “0” if no expenditures are made for that quarter
Treasury-required	Funding used for equipment and equipment installation in community areas specified in the proposal	Quarterly	Numeric	Subrecipient	Can indicate “0” since not applicable
Treasury-required	Funding used for community outreach in community areas specified in the proposal	Quarterly	Numeric	Subrecipient	Can indicate “0” since not applicable

Treasury-required	Projected/actual construction start date (month/year)	Quarterly	Text	Subrecipient	Collect per project and as reporting tool is flushed out, a determination will need to be made on if reporting will be aggregated or per project
Treasury-required	Projected/actual initiation of operations date (month/year)	Quarterly	Text	Subrecipient	Collect per project and as reporting tool is flushed out, a determination will need to be made on if reporting will be aggregated or per project. Can use projected construction completion date.
Treasury-required	Location	Quarterly	Text	Subrecipient	Can indicate "0" if no progress is made for that quarter.
Treasury-required	Technology to be deployed	Quarterly	Text	Subrecipient	Can indicate "0" since not applicable
Treasury-required	National Pollutant Discharge Elimination System (NPDES) Permit Number	Quarterly	Numeric	Subrecipient	Can indicate "0" if no progress is made for that quarter. Otherwise, provide MS4 NPDES number for projects where applicable.
Treasury-required	Public Water System (PWS) ID number	Quarterly	Numeric	Subrecipient	Can indicate "0" since not applicable
Treasury-required	Median Household Income of service area	Quarterly	Numeric	Subrecipient	Use most recent Median Household Income for Cook County ( <a href="https://data.census.gov/cedsci/table?t=Income%20and%20Poverty&amp;g=0500000US17031&amp;y=2020">https://data.census.gov/cedsci/table?t=Income%20and%20Poverty&amp;g=0500000US17031&amp;y=2020</a> )

Treasury-required	Lowest Quintile Income of the service area	Quarterly	Numeric	Subrecipient	Use most recent Lowest Quintile Income for Cook County ( <a href="https://data.census.gov/cedsci/table?q=B19081%3A%20MEAN%20HOUSEHOLD%20INCOME%20OF%20QUINTILES&amp;t=Income%20and%20Poverty&amp;g=0500000US17031&amp;y=2020&amp;tid=ACSDT5Y2020.B19081">https://data.census.gov/cedsci/table?q=B19081%3A%20MEAN%20HOUSEHOLD%20INCOME%20OF%20QUINTILES&amp;t=Income%20and%20Poverty&amp;g=0500000US17031&amp;y=2020&amp;tid=ACSDT5Y2020.B19081</a> )
Treasury-required	Describe workforce practices on any infrastructure projects being pursued (EC 5). How are projects using strong labor standards to promote effective and efficient delivery of high-quality infrastructure projects while also supporting the economic recovery through strong employment opportunities for workers? For example, report whether any of the following practices are being utilized: project labor agreements, community benefits agreements, prevailing wage requirements, and local hiring.	Annual	Text	Subrecipient	If Subrecipient contracts include MPLAs and/or prevailing wage requirements, this should be stated in the reporting.
Treasury-required	<b>Labor Continuity:</b> # of employees of contractors and sub-contractors working on the project	Annual	Numeric	Subrecipient	This applies to both professional services and construction contracts.

Treasury-required	<b>Labor Continuity:</b> # of employees on the project hired directly and hired through a third party	Annual	Numeric	Subrecipient	Can indicate "0" since not applicable.
Treasury-required	<b>Labor Continuity:</b> Wages and benefits of workers on the project by classification and whether those wages are at rates less than those prevailing	Annual	Text	Subrecipient	Applies to construction contracts only, not professional services.
					<b>General note:</b> Depending upon the reporting tool, instead of "0" for metrics that are not applicable or where no progress has been made during the reporting period, this may instead be represented by "Not applicable" or something similar

**B. PERFORMANCE METRICS**

To determine whether the Party is meeting performance expectations, the County has set and will monitor performance goals, indicators, targets, and baseline data. The VILLAGE OF GLENWOOD is responsible for tracking their progress against these metrics and providing regular updates to the County on their status.

Type	Metric	Collection Timeframe	Data Type	Data Owner	Additional Context
Program-specific	# of projects designed	Monthly	Numeric	Subrecipient	Can indicate "0" if no progress is made for that month.
Program-specific	# of projects constructed	Monthly	Numeric	Subrecipient	Can indicate "0" if no progress is made for that month.
Program-specific	# of completed stormwater management projects in underserved areas prone to flooding	Monthly	Numeric	Subrecipient	"Underserved areas" are CMAP cohorts 3 & 4. Can indicate "0" if no progress is made for that month.
Program-specific	# of vendors with offices in Cook County providing goods or services and corresponding dollar amounts	Monthly	Numeric	Subrecipient	To be reported in the aggregate, but should be tracked by project. Can indicate "0" if no progress is made for that month.
Program-specific	# of residents impacted by projects	Annual	Numeric	Subrecipient	Numbers should be reported based on construction projects completed in the reporting year. "# of residents impacted by projects" to be estimated using geographic area. Number of residents impacted could consider impassable roadways. Can indicate "0" if no progress is made for that year.

					<b>General note: Depending upon the reporting tool, instead of "0" for metrics that are not applicable or where no progress has been made during the reporting period, this may instead be represented by "Not applicable" or something similar</b>
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**EXHIBIT C**  
**MONITORING AND FISCAL REPORTING**

**Subrecipients shall include applicable monitoring and fiscal reporting requirements in any sub award agreement**

Given the nature of the ARPA Program and the imperative to get assistance to County residents who are in need, significant monitoring and compliance controls have been built into the front-end management of the program to ensure financial integrity and accuracy. Embedded monitoring and compliance measures include but are not limited to:

- Establishing performance metrics and standardizing administrative reporting
- Establishing a clear program governance
- Managing and overseeing program cash flow
- Regular review and monitoring of expenditures to ensure compliance with Treasury parameters

In order to help ensure that Treasury Guidance and DOTH policy are being followed, DOTH will receive regular reporting from VILLAGE OF GLENWOOD (See Exhibit B for details). In addition, reviews of the Program will be performed, and regular contact with VILLAGE OF GLENWOOD will be maintained to both maximize the Program's coordination and adhere to federal guidelines.

The federal Uniform Guidance, 2 CFR 200.332(d), requires that pass-through entities "monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved." As a direct recipient of federal funds for State and Local Fiscal Recovery, and as a pass-through entity providing federal funding to Subrecipients delivering the program, DOTH, as authorized by Cook County, is responsible for monitoring its subrecipients and their use of federal funds in a manner that conforms to ARPA spending rules.

- **RESPONSIBILITY**

DOTH or their designee will be responsible for arranging monitoring and compliance activities for the Stormwater Management Project Implementation Program. The Bureau of Administration will also conduct a formal review to satisfy County requirements and ensure compliance is being maintained.

- **FREQUENCY**

Monitoring the VILLAGE OF GLENWOOD and their activities shall be conducted at the discretion of DOTH. At a minimum, DOTH will perform periodic compliance monitoring reviews of VILLAGE OF GLENWOOD's activities. DOTH's designated representative can choose to perform sporadic monitoring if they deem it necessary, and can use the meetings for financial, programmatic or compliance review purposes. Irrespective of DOTH's official monitoring review, DOTH will supplement the basic monitoring activities with the monthly reporting requirements from VILLAGE OF GLENWOOD.

- **OBJECTIVE AND SCOPE**

DOTH will monitor the activities of VILLAGE OF GLENWOOD as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the

terms and conditions of the subaward; and that subaward performance goals are achieved. Pursuant to 2 CFR 200.332(d), the scope of monitoring of a subrecipient must include, but is not limited to:

1. Reviewing financial and performance reports
2. Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the VILLAGE OF GLENWOOD from DOTH detected through audits, on-site reviews, and written confirmation from VILLAGE OF GLENWOOD, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.
3. Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the VILLAGE OF GLENWOOD from DOTH as required by 2 CFR 200.521.
4. Resolving audit findings specifically related to the subaward. DOTH is not responsible for resolving crosscutting findings. If VILLAGE OF GLENWOOD has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section § 200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

- METHODS

Cook County may employ, but is not limited to, the following monitoring tools:

Examples:

- *Evaluate the continued viability of project components and offer assistance and/or workout plans when necessary and feasible*
- *Provide VILLAGE OF GLENWOOD with training and technical assistance on program-related matters*
- *Perform on-site reviews of the VILLAGE OF GLENWOOD's program operations;*
- *Review administrative and financial management procedures, internal controls, and make recommendations where needed;*
- *Evaluate the accounting applications including, general ledgers, cash receipts/revenue, cash disbursements/expenses, payroll, financial reporting and property and equipment*

- REMEDIES FOR NONCOMPLIANCE

In the course of monitoring, if Cook County determines that VILLAGE OF GLENWOOD is noncompliant with the federal statutes, regulations, or the terms and conditions of the federal award, or with DOTH policies, DOTH may attempt to resolve issues of non-compliance by taking one or more of the following actions:

1. Recommending corrective actions,
2. Asking VILLAGE OF GLENWOOD to provide a "Corrective Action Plan" (CAP),
3. Providing technical assistance, or

4. Modifying the agreement to include requiring prior approval for certain activities, more frequent communication, or requiring new or additional reporting from VILLAGE OF GLENWOOD.

If Cook County determines that noncompliance cannot be remedied through these means, the County may take one or more of the following actions, subject to the applicable notice and cure periods stipulated in the Agreement:

- Temporarily withholding payments pending correction of the deficiency, or
- Requiring Subrecipient to reimburse costs deemed ineligible by DOTH.

If DOTH suspects instances of fraud or misconduct, or determines that the Subrecipient is unable or unwilling to undertake the corrective actions recommended (subject to Defaults, Remedies, Termination and other legal and equitable rights of the County stipulated in the Intergovernmental Agreements) DOTH may take one or more of the following actions, in consultation with Treasury, which may be dependent on the type of deficiency and the seriousness of the deficiency:

1. Disallow all or part of the cost of the activity or action not in compliance,
2. Wholly or partly suspend or terminate the federal funding,
3. Terminate administrative arrangement with Subrecipient, or
4. Take other remedies that may be legally available.

If DOTH deems the non-compliance event to be severe, they reserve the right to escalate a response to the County's Inspector General or the Office of Human Rights. Allegations of monetary or non-monetary offenses must receive a response within 30 days of the finding(s). Material damages resulting from a breach of contract are immediately recoverable by DOTH.

- **EXPENSE TRACKING**

As a Subrecipient, VILLAGE OF GLENWOOD will adhere to Cook County's grant policies with respect to the tracking of program expenditures and the transfer of funds. Cook County reserves the right to update and modify the process by which funds are delivered based on the subrecipient's risk profile and demonstrated ability to meet the program's goals, objectives, reporting, and compliance requirements.

Program funds are anticipated to be distributed to subrecipients on a reimbursement basis. The County, at its discretion, may elect to provide a Subrecipient with a portion of their funding as an advance in some cases.

A Subrecipient seeking reimbursement for non-payroll expenses incurred within the administration of the Stormwater Management Project Implementation Program should share the following items at the end of each month with DOTH for each expense item. If a subrecipient has received funding in advance, the Subrecipient shall share this information within one month of the expenditure.

Table I. - Expense Documentation Requirements

Documentation	Purpose	Example (s)
Original Invoice	Proof of purchase	Expense receipt, invoice
Date of Invoice	Incurred during eligible period	Invoice, proof of payment
Expense Description	Eligibility review	Invoice, written description
Vendor	Source of purchase	Invoice, proof of payment
Expense Amount	Total request reimbursement	Total listed on invoice
Proof of Payment	Proof of payment by entity	Bank statement, check statement, general ledger, copy of check
Budget Category	Administrative	Administrative

In addition to an Excel summary of the expenses, all physical copies of monthly invoices should be incorporated into a single PDF document and all corresponding copies of their proof of payment should be incorporated in a separate PDF document. Subrecipients should highlight each expense they are seeking reimbursement for in an easily identifiable manner on the invoice and the proof of payment, respectively (i.e., highlights).

DOTH has the discretion to evaluate expenses and reject those that were incurred outside the eligible period, are not an eligible administrative expense, or that are not clearly connected to the execution of the Stormwater Management Project Implementation Program. Additionally, failure to provide the requisite expense documentation listed in the table above each month (or reasonable alternatives) may inhibit the Subrecipient from receiving reimbursement or may delay reimbursement.

Expenses that prompt a Subrecipient unexpectedly to exceed its projected budget will require an additional written explanation for why the expenses were necessary, how they were related to administering the Stormwater Management Project Implementation Program, and why they were not included in the original budget. DOTH will decide whether to reimburse such an expense.

- **PAYROLL TIMEKEEPING**

For Payroll reimbursement, VILLAGE OF GLENWOOD is responsible for tracking employees' working hours dedicated to the Stormwater Management Project Implementation Program. VILLAGE OF GLENWOOD will track the hours applied directly to the program and share their payroll reimbursement requests on a monthly basis. The required documentation for each employee is specified below:

- Employee name
- Employee title
- Hourly rate

- d. Number of hours worked, and
- e. Overview/Description of program activities

In addition to a document noting the items listed above, a formal payroll report from a Subrecipient's payroll system must be produced that covers the month duration for which the Subrecipient is seeking reimbursement.

Hours not directed to the Stormwater Management Project Implementation Program should not be included in the reimbursement request. DOTH shall seek repayment for any erroneous reimbursements.

- **INVOICE SUBMISSION**

The VILLAGE OF GLENWOOD must provide the following information to seek reimbursement for program costs (See the Appendix, Attachment A for Templates):

- Reimbursement Summary Form,
- Reimbursement Certification,
- Personnel Costs Form,
- Other Costs Form, and
- Invoices, receipts, proof of payment, and/or payroll registers.

These expenses (payroll and non-payroll) will be measured against each projected budget and evaluated for eligibility. Any errors will be annotated and returned to VILLAGE OF GLENWOOD for correction prior to reimbursement.


**Attachment A**

**Required documents from subrecipients for expense reimbursement**

Sample Reimbursement Summary Form:

CC ESR.01 2022

### Expense Summary Report



The following form captures the Subrecipient's prior period's expense reimbursement details (addressed in Subrecipient's Risk Assessment). This form must be submitted within 30 days of the month being reported here (unless otherwise communicated). The input in Budget Category should align with the budgetary categories agreed upon between the County and the Subrecipient. This report does not satisfy the Subrecipient's requirement to maintain backup documentation. Subrecipients must retain and protect the backup documentation for a period consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backup documentation during the grant and the five subsequent years.

Subrecipient Information				
Project Title:				
Subrecipient Name:			Subrecipient Address:	
Unique Entry ID (usually ID No.):			Agreement Term:	
Incurrence Period Covered:			Date Submitted:	
Budgetary Category	Approved Budget*	Activity Balance**	Expended Amount~	Residual Balance
Capital Improvements & Con:				
Select				
Select				
Select				
Select				
Select				
Select				
Select				
<b>Totals:</b>				

\*This is the approved budget for the project.  
 \*\*This is the total budget that has been reported to date. It includes all budgeted activities for the project.  
 ~This is the total amount of the project that has been reported to date. It includes all budgeted activities for the project.

Advancement Drawdown Details (If Applicable)	
Total Advance Funds Provided To Date	
Total Expenditures Reported To Date (inclusive of expenditures in this report)	
Total Outstanding Advance To Date (Advance Provided Minus Expenditures Reported)	

Subrecipient Certification	
I certify that the information contained herein is accurate and complete, that funds were only used in performance of this project and in compliance with approved budget, and that all other applicable regulatory forms have been provided to the County. I also certify that any additional documentation will be provided in the event of a County request.	
Chief Financial Officer (or equivalent) Name:	Date:
Chief Financial Officer Signature:	

County Program Lead Approval			
Enter Program ID:	Enter Subrecipient's risk level:		Select
Subrecipient Submitted all prior required docs:			Select
County Department Name:	County Department #:		
Program Lead Name:	Program Lead Signature:	Date Signed:	
Dept. Fiscal Lead:	Dept. Fiscal Lead:	Date Signed:	

\*The following form must be submitted as a package along with the Payroll Report and the Itemized Invoice Report.\*

Sample Personnel Costs Form:






**EXHIBIT D**  
**Request for Advance of Grant Funds**

The following form affords organizations in need of an advance of funds to request them from the County to perform program activities. The information should be provided by the subrecipient and shared with the County Program Lead. The information below is required before an advance of funds can be initiated.

Sample Advance Form:

CC.ARF 01 2022



**Advancement Request Form**

*This form allows organizations in need to request an advance from the County. The information requested under this header section must be provided. This completed form is required before an advance can be made. Subrecipients must retain and protect the backing documentation (invoices and proof of payments) incurred against this advance for a period of five (5) years beginning at the conclusion of the Grant's lifespan, consistent with County policy for required audits and the Treasury Memorandum's record retention requirements. Upon County request, the Subrecipient agrees to share the backing documentation during the grant and the five subsequent years.*

Subrecipient Information			
Project Title			
Subrecipient Name	Unique ID only ID*		
Subrecipient Address	Agreement Term <i>* Advance may be made within 3 months of the end of agreement term</i>		
<small>* Agency contact information &amp; POC's name</small>			
Amount Requested			
Amount Requested			
Basis of Need Explanation			
Subrecipient Certification			
<p>I/We hereby certify this request is being made with full intent to expend funds consistent with ARF's and County compliance and eligibility standards, and the approved budget. I certify the funds will only be used for costs applicable to the program herein. I certify I have the authority to submit this request on behalf of the organization I represent. I understand providing false information will subject my organization or myself to termination from the above referenced program(s) and that there may be additional penalties including, but not limited to, referral to the appropriate law enforcement agencies by filing of criminal charges. I understand knowingly and willfully making a materially false statement or concealing a material fact could subject me to a fine or imprisonment (up to 5 years) or both. <b>I have read Contra Costa County's Policy on Advances, and I understand and accept the risks and responsibilities associated with this advance.</b> Any misuse of funds could result in the termination of the Subrecipient Agreement and will require the organization to refund the County the same amount. Any advanced funds in excess of the Subrecipient Agreement shall be promptly returned to the County within fifteen (15) days of notification.</p>			
Subrecipient Signature			
Chief Financial Officer (or equivalent) Name	Date		
Chief Financial Officer Signature			
For Use by County Departments Only			
Enter Program ID	Enter Subrecipient's risk level	Select	
Enter Subrecipient's Fiscal Year (FY) allocation	*% of FY allocation this request represents		
Is amount requested within allowable parameters?	Select	What is the Subrecipient's Supplier Number?	
What number advance is this request?		Date of last advance	
Aggregate amount of all prior advances		Did Subrecipient voluntarily attend fiscal training?	Select
Subrecipient complied with risk expense sharing requirements and addendums prior to this request?			Select
County Department Name	County Department #		
Program Lead Name	Program Lead Signature	Date Signed	
Dept. Fiscal Lead Name	Dept. Fiscal Lead Signature	Date Signed	
For Use by Department of Budget and Management Only			
Budget Director Name	Budget Dir. Signature	Date Signed	
<input type="checkbox"/> Approve	Reason:		
<input type="checkbox"/> Deny			

**EXHIBIT E**  
**Data Privacy Guidelines and Requirements**

**Subrecipients shall include data privacy guidelines and requirements in any sub award agreement.**

Unauthorized access, use, or disclosure of personally identifiable information (“PII”) can seriously harm both individuals, by contributing to identity theft, blackmail, or embarrassment, and the organization, by reducing public trust in the organization or creating legal liability. PII includes any information that reveals or may reveal an individual’s identity such as: name, social security number, date and place of birth, mother’s maiden name, biometric records, or any other information linked or linkable to an individual, such as medical, educational, financial, and employment information or as otherwise defined in the Illinois Personal Information Privacy Act. The business practices of Cook County and its County Agencies as well as subrecipients must conform to with the necessary data privacy requirements, standards, and operational controls to ensure conformity with legal and regulatory requirements, county ordinances, and business requirements, including:

- Illinois Personal Information Protection Act (815 ILCS 530/)
- Illinois Biometric Information Privacy Act (740 ILCS 14/)
- CJIS—Criminal Justice Information Services Security Policy v5.7
- HIPAA—Health Insurance Portability and Accountability Act (164.308 Administrative Safeguards, 164.312 Technical Safeguards)
- NIST Special Publication 800-53r4 Security and Privacy Controls for Federal Information Systems and Organizations
- NIST Special Publication 800-122 Guide to Protecting the Confidentiality of Personally Identifiable Information
- NIST Special Publication 800-88, Revision 1: Guidelines for Media Sanitization
- 2 CFR § 200.303 - Internal controls.

Subrecipient shall develop and maintain standard operating procedures that meet the following criteria:

- Identify all PII residing within their organization or under the control of their organization through a third party to ensure all PII is protected.
- Document, review, and ensure that there are security measures implemented and maintained to protect data from unauthorized access, acquisition, destruction, use, modification, or disclosure.
- Implement measures to comply with breach notification requirements outlined in the Illinois Personal Information Protection Act.

**A. Fair Information Practices**

Privacy is much broader than just protecting the confidentiality of PII. The protection of PII and the overall privacy of information are concerns both for individuals whose personal information is at stake and for organizations that may be liable or have its reputation damaged should such PII be inappropriately accessed, used, or disclosed. To establish a comprehensive privacy program that addresses the range of privacy issues that Cook County may face, Subrecipient should take steps to establish policies and procedures that address all fair information practices.

- *Collection Limitation*—There should be limits to the collection of personal data by the Subrecipient and any such data should be obtained by lawful and fair means and, where appropriate, with the knowledge or consent of the data subject.
- *Data Quality*—Personal data should be relevant to the purposes for which they are to be used, and, to the extent necessary for those purposes, should be accurate, complete, and kept up to date.
- *Purpose Specification*—The purposes for which personal data are collected by the Subrecipient should be specified not later than at the time of data collection and the subsequent use limited to the fulfillment of those purposes or such others as are not incompatible with those purposes and as are specified on each occasion of change of purpose.
- *Use Limitation*—Personal data should not be disclosed, made available, or otherwise used for purposes other than those specified, except with the consent of the data subject or by the authority of law.
- *Security Safeguards*—Personal data should be protected by the Subrecipient through use of reasonable security safeguards against such risks as loss or unauthorized access, destruction, use, modification, or disclosure of data.
- *Openness*—The Subrecipient shall have a general policy of openness about developments, practices, and policies with respect to personal data. Means should be readily available of establishing the existence and nature of personal data, and the main purposes of their use, as well as the identity and usual residence of the data controller.
- *Individual Participation*—An individual should have the right: (a) to obtain from a data controller, or otherwise, confirmation of whether or not the data controller has data relating to him or her; (b) to have communicated to him or her, data relating to him or her within a reasonable time; at a charge, if any, that is not excessive; in a reasonable manner; and in a form that is readily intelligible to him or her; (c) to be given reasons if a request made under subparagraphs (a) and (b) is denied, and to be able to challenge such denial; and (d) to challenge data relating to him or her and, if the challenge is successful, to have the data erased, rectified, completed, or amended.
- *Accountability*—The Subrecipient shall utilize or name a data controller who will be accountable for complying with measures which give effect to the principles stated above.

#### B. Accounting of Disclosures

1. The Subrecipient shall keep an accurate accounting of disclosures of information held in each system of records under its control, including:
  - a. Date, nature, and purpose of each disclosure of a record; and
  - b. Name and address of the person or agency to which the disclosure was made.
2. Subrecipient shall retain the accounting of disclosures for the life of the record and thereafter according to the Agreement record retention requirements; and

3. Subrecipient shall make the accounting of disclosures available to the person named in the record upon request.

C. Consent

1. Subrecipient shall provide means, where feasible and appropriate, for individuals to authorize the collection, use, maintaining, and sharing of PII prior to its collection; and
2. Subrecipient shall appropriate means for individuals to understand the consequences of decisions to approve or decline the authorization of the collection, use, dissemination, and retention of PII; and
3. Subrecipient shall obtain consent, where feasible and appropriate, from individuals prior to any new uses or disclosure of previously collected PII; and
4. Subrecipient shall ensure that individuals are aware of and, where feasible, consent to all uses of PII not initially described in the organization's public notice posted on its website or in its policies that was in effect at the time the organization collected the PII.

D. Privacy Notice

1. Subrecipient shall provide effective notice to the public and to individuals regarding:
  - a. Its activities that impact privacy, including its collection, use, sharing, safeguarding, maintenance, and disposal of personally identifiable information (PII); and
  - b. Authority for collecting PII; and
  - c. The choices, if any, individuals may have regarding how the organization uses PII and the consequences of exercising or not exercising those choices; and
  - d. The ability to access and have PII amended or corrected if necessary.
2. The Subrecipient shall describe:
  - a. The PII collected and the purpose(s) for which it collects that information; and
  - b. How the Subrecipient uses PII internally; and
  - c. Whether the County Agency shares PII with external entities, the categories of those entities, and the purposes for such sharing; and
  - d. Whether individuals have the ability to consent to specific uses or sharing of PII and how to exercise any such consent; and
  - e. How individuals may obtain access to PII; and how the PII will be protected.
3. The Subrecipient shall revise its public notices to reflect changes in practice or policy that affect PII or changes in its activities that impact privacy, before or as soon as practicable after the change.

E. Internal Use

The Subrecipient shall only use PII internally and only for purpose(s) authorized by the Illinois Personal Information Protection Act and the organization's public notices regarding data privacy.

F. Information Sharing with Third Parties

1. The Subrecipient may share PII externally, only for the authorized purposes identified in the Illinois Personal Information Protection Act and/or similar requirement compatible with those purposes and specifically enumerate the purposes for which the PII may be used; and
2. The Subrecipient shall monitor, audit, and train its staff on what, if any, PII is authorized to be shared with third parties and on the consequences of unauthorized use or sharing of PII; and
3. The Subrecipient shall evaluate any proposed new instances of PII to be shared with third parties to assess whether sharing is authorized and whether additional public notice concerning data privacy on its website or in its policies is required.

**EXHIBIT F**

**CERTIFICATION REGARDING LOBBYING**

**(This form is required for Subrecipient/Sub award funding of more than \$100,000)**

The undersigned certifies, to the best of their knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Subrecipient certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Ch. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

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

Signature of Subrecipient's authorized official

\_\_\_\_\_  
Name

**Commented [AJ(6):** Subrecipient to update with correct contact name

\_\_\_\_\_  
Title

**Commented [AJ(7):** Subrecipient to update with correct contact title for contact

Prepared by:

John F. Donahue  
Donahue & Rose P.C.  
9501 W. Devon, Suite 702  
Rosemont, IL. 60018

After Recording return to:

Derek Peddycord  
Police Chief  
Village of Glenwood  
One Asselborn Way  
Glenwood, IL. 60425

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

**Affected PIN:           29-33-301-033 (700 N Bruce Lane, Glenwood, IL. 60425)**

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

The Village of Glenwood and the property owners by and through their Condominium Homeowners Association which operates and manages the privately owned parking areas and drive aisles on PIN 29-33-301-033 that is a signatory to this Agreement (the “Owner”), pursuant to 625 ILCS 5/11-209, herein agree as follows:

**1. Enforcement of parking and traffic regulations.** The undersigned Owner agrees and authorizes the Village of Glenwood to enforce rules, regulations, and signage pertaining to the parking and movement of vehicles on the Subject Property, as identified on the signature page of this Agreement, pursuant to the Illinois Vehicle Code and the Village of Glenwood’s ordinances for each and every one of the following:

- A. The enforcement of stop signs, flashing signals, person with disabilities parking area signs or yield signs at specified locations in a parking area.
- B. The enforcement of traffic rules pertaining to the designation of any intersection in the parking area as a stop intersection or as a yield intersection.
- C. The enforcement of any prohibition or regulation of the turning of vehicles or specified types of vehicles at intersections or other designated locations in the parking area.
- D. The enforcement of any regulation of a crossing of any roadway in the parking area by pedestrians.
- E. The enforcement of the designation of any separate roadway in the parking area for one-way traffic.
- F. The enforcement of designated loading zones.
- G. The enforcement of any prohibition, regulation, restriction or limitation of the stopping, standing or parking of vehicles in specified areas of the parking area.
- H. The enforcement of any designated safety zones in the parking area and fire lanes.
- I. Providing for the removal and storage of vehicles parked or abandoned in the parking area during snowstorms, floods, fires, or other public emergencies, or found unattended in the parking area, (a) where they constitute an obstruction to traffic, or (b) where stopping, standing or parking is prohibited, and for the payment of reasonable charges for such removal and storage by the owner or operator of any such vehicle.
- J. The enforcement of additional reasonable rules and regulations with respect to traffic and parking in a parking area as local conditions may require for the safety and convenience of the public or of the users of the parking area.

**2. Determination of regulations; signage.** The Village of Glenwood and the Owner that is a signatory to this Agreement shall collaborate upon the rules and regulations for the Subject Property pertaining to the movement, placement and standing/parking of vehicles. Any signage for the movement, standing and parking of vehicles shall be only be installed if approved by the Police Chief. The Owner shall be responsible for the costs of the installation and maintenance of all signage on its property that is first approved by the Police Chief. Any signage pertaining to the movement, standing or parking of vehicles that is not approved by the Police Chief shall be removed at the Owner's expense.

**3. Term.** This Agreement shall be effective as to the Subject Property identified on the Owner's signature page after it is recorded with the Office of the Cook County Recorder of Deeds and shall thereafter expire upon the conclusion of the date that is 20 years after the date this Agreement was signed by the Owner.

**4. Recording.** This Agreement shall be recorded in the Office of the Cook County Recorder of Deeds at the expense of the Village of Glenwood.

**5. Discretion.** Nothing in this Agreement shall obligate or impose any duty on the Village of Glenwood or its Police Department to enforce any rule, regulation or signage on the Subject Property. At all times the Village of Glenwood and its Police Department shall have the absolute discretion to decide when and if the violation of any rule, regulation or sign pertaining to an Subject Property shall be enforced.

**IN WITNESS WHEREOF,** the Village of Glenwood and the Owner identified on the signature page have duly executed this Agreement pursuant to all requisite authorizations as of the dates set forth with their signature.

**Village of Glenwood**

\_\_\_\_\_  
Ronald Gardiner,  
Village President

ATTEST:

\_\_\_\_\_  
Sandra Washington,  
Village Clerk

[Owner signature page begins on the next page]

**OWNER SIGNATURE PAGE**

**OWNER - \_\_\_\_\_**  
**[legal name of Condominium Association]**

700 N. Bruce Lane  
Glenwood, Illinois 60425

By: \_\_\_\_\_ /Date: \_\_\_\_\_

\_\_\_\_\_  
[printed name]

Its: \_\_\_\_\_  
[Title]

**Description of the Subject Property:**

The parking areas and drive aisles located upon PIN Number: 29-33-301-033

STATE OF ILLINOIS                    )  
  ) ss.  
COUNTY OF COOK                    )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that \_\_\_\_\_, personally known to me to be the \_\_\_\_\_ of the above stated Condominium Association has executed the forgoing Contract for the Enforcement of Parking and Traffic Regulations on Private Property as the free and voluntary authorized and binding act of the above described Condominium Association for the uses and purposes therein set forth.

Given under my hand and official seal  
and sworn to before me this \_\_\_\_ day  
of January, 2024.

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

Prepared by:

John F. Donahue  
Donahue & Rose P.C.  
9501 W. Devon, Suite 702  
Rosemont, IL. 60018

After Recording return to:

Derek Peddycord  
Police Chief  
Village of Glenwood  
One Asselborn Way  
Glenwood, IL. 60425

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

**Affected PIN:           29-33-301-038 (900 W. Sunset Dr., Glenwood, IL. 60425)**

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

The Village of Glenwood and the property owners by and through their Condominium Homeowners Association which operates and manages the privately owned parking areas and drive aisles on PIN 29-33-301-038 that is a signatory to this Agreement (the “Owner”), pursuant to 625 ILCS 5/11-209, herein agree as follows:

**1. Enforcement of parking and traffic regulations.** The undersigned Owner agrees and authorizes the Village of Glenwood to enforce rules, regulations, and signage pertaining to the parking and movement of vehicles on the Subject Property, as identified on the signature page of this Agreement, pursuant to the Illinois Vehicle Code and the Village of Glenwood’s ordinances for each and every one of the following:

- A. The enforcement of stop signs, flashing signals, person with disabilities parking area signs or yield signs at specified locations in a parking area.
- B. The enforcement of traffic rules pertaining to the designation of any intersection in the parking area as a stop intersection or as a yield intersection.
- C. The enforcement of any prohibition or regulation of the turning of vehicles or specified types of vehicles at intersections or other designated locations in the parking area.
- D. The enforcement of any regulation of a crossing of any roadway in the parking area by pedestrians.
- E. The enforcement of the designation of any separate roadway in the parking area for one-way traffic.
- F. The enforcement of designated loading zones.
- G. The enforcement of any prohibition, regulation, restriction or limitation of the stopping, standing or parking of vehicles in specified areas of the parking area.
- H. The enforcement of any designated safety zones in the parking area and fire lanes.
- I. Providing for the removal and storage of vehicles parked or abandoned in the parking area during snowstorms, floods, fires, or other public emergencies, or found unattended in the parking area, (a) where they constitute an obstruction to traffic, or (b) where stopping, standing or parking is prohibited, and for the payment of reasonable charges for such removal and storage by the owner or operator of any such vehicle.
- J. The enforcement of additional reasonable rules and regulations with respect to traffic and parking in a parking area as local conditions may require for the safety and convenience of the public or of the users of the parking area.

**2. Determination of regulations; signage.** The Village of Glenwood and the Owner that is a signatory to this Agreement shall collaborate upon the rules and regulations for the Subject Property pertaining to the movement, placement and standing/parking of vehicles. Any signage for the movement, standing and parking of vehicles shall be only be installed if approved by the Police Chief. The Owner shall be responsible for the costs of the installation and maintenance of all signage on its property that is first approved by the Police Chief. Any signage pertaining to the movement, standing or parking of vehicles that is not approved by the Police Chief shall be removed at the Owner's expense.

**3. Term.** This Agreement shall be effective as to the Subject Property identified on the Owner's signature page after it is recorded with the Office of the Cook County Recorder of Deeds and shall thereafter expire upon the conclusion of the date that is 20 years after the date this Agreement was signed by the Owner.

**4. Recording.** This Agreement shall be recorded in the Office of the Cook County Recorder of Deeds at the expense of the Village of Glenwood.

**5. Discretion.** Nothing in this Agreement shall obligate or impose any duty on the Village of Glenwood or its Police Department to enforce any rule, regulation or signage on the Subject Property. At all times the Village of Glenwood and its Police Department shall have the absolute discretion to decide when and if the violation of any rule, regulation or sign pertaining to an Subject Property shall be enforced.

**IN WITNESS WHEREOF**, the Village of Glenwood and the Owner identified on the signature page have duly executed this Agreement pursuant to all requisite authorizations as of the dates set forth with their signature.

**Village of Glenwood**

\_\_\_\_\_  
Ronald Gardiner,  
Village President

ATTEST:

\_\_\_\_\_  
Sandra Washington,  
Village Clerk

[Owner signature page begins on the next page]



Prepared by:

John F. Donahue  
Donahue & Rose P.C.  
9501 W. Devon, Suite 702  
Rosemont, IL. 60018

After Recording return to:

Derek Peddycord  
Police Chief  
Village of Glenwood  
One Asselborn Way  
Glenwood, IL. 60425

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

**Affected PIN: 29-33-301-031 (931 Arquilla Dr., Glenwood, IL. 60425)**

**CONTRACT FOR THE ENFORCEMENT OF PARKING AND TRAFFIC  
REGULATIONS ON PRIVATE PROPERTY**

The Village of Glenwood and the property owners by and through their Condominium Homeowners Association which operates and manages the privately owned parking areas and drive aisles on PIN 29-33-301-031 that is a signatory to this Agreement (the "Owner"), pursuant to 625 ILCS 5/11-209, herein agree as follows:

**1. Enforcement of parking and traffic regulations.** The undersigned Owner agrees and authorizes the Village of Glenwood to enforce rules, regulations, and signage pertaining to the parking and movement of vehicles on the Subject Property, as identified on the signature page of this Agreement, pursuant to the Illinois Vehicle Code and the Village of Glenwood's ordinances for each and every one of the following:

- A. The enforcement of stop signs, flashing signals, person with disabilities parking area signs or yield signs at specified locations in a parking area.
- B. The enforcement of traffic rules pertaining to the designation of any intersection in the parking area as a stop intersection or as a yield intersection.
- C. The enforcement of any prohibition or regulation of the turning of vehicles or specified types of vehicles at intersections or other designated locations in the parking area.
- D. The enforcement of any regulation of a crossing of any roadway in the parking area by pedestrians.
- E. The enforcement of the designation of any separate roadway in the parking area for one-way traffic.
- F. The enforcement of designated loading zones.
- G. The enforcement of any prohibition, regulation, restriction or limitation of the stopping, standing or parking of vehicles in specified areas of the parking area.
- H. The enforcement of any designated safety zones in the parking area and fire lanes.
- I. Providing for the removal and storage of vehicles parked or abandoned in the parking area during snowstorms, floods, fires, or other public emergencies, or found unattended in the parking area, (a) where they constitute an obstruction to traffic, or (b) where stopping, standing or parking is prohibited, and for the payment of reasonable charges for such removal and storage by the owner or operator of any such vehicle.
- J. The enforcement of additional reasonable rules and regulations with respect to traffic and parking in a parking area as local conditions may require for the safety and convenience of the public or of the users of the parking area.

**2. Determination of regulations; signage.** The Village of Glenwood and the Owner that is a signatory to this Agreement shall collaborate upon the rules and regulations for the Subject Property pertaining to the movement, placement and standing/parking of vehicles. Any signage for the movement, standing and parking of vehicles shall be only be installed if approved by the Police Chief. The Owner shall be responsible for the costs of the installation and maintenance of all signage on its property that is first approved by the Police Chief. Any signage pertaining to the movement, standing or parking of vehicles that is not approved by the Police Chief shall be removed at the Owner's expense.

**3. Term.** This Agreement shall be effective as to the Subject Property identified on the Owner's signature page after it is recorded with the Office of the Cook County Recorder of Deeds and shall thereafter expire upon the conclusion of the date that is 20 years after the date this Agreement was signed by the Owner.

**4. Recording.** This Agreement shall be recorded in the Office of the Cook County Recorder of Deeds at the expense of the Village of Glenwood.

**5. Discretion.** Nothing in this Agreement shall obligate or impose any duty on the Village of Glenwood or its Police Department to enforce any rule, regulation or signage on the Subject Property. At all times the Village of Glenwood and its Police Department shall have the absolute discretion to decide when and if the violation of any rule, regulation or sign pertaining to an Subject Property shall be enforced.

**IN WITNESS WHEREOF**, the Village of Glenwood and the Owner identified on the signature page have duly executed this Agreement pursuant to all requisite authorizations as of the dates set forth with their signature.

**Village of Glenwood**

\_\_\_\_\_  
Ronald Gardiner,  
Village President

ATTEST:

\_\_\_\_\_  
Sandra Washington,  
Village Clerk

[Owner signature page begin on the next page]

**OWNER SIGNATURE PAGE**

**OWNER - \_\_\_\_\_**  
**[legal name of Condominium Association]**

931 W. Arquilla Dr.  
Glenwood, Illinois 60425

By: \_\_\_\_\_ /Date: \_\_\_\_\_

\_\_\_\_\_  
[printed name]

Its: \_\_\_\_\_  
[Title]

**Description of the Subject Property:**

The parking areas and drive aisles located upon PIN Number: 29-33-301-031

STATE OF ILLINOIS                    )  
  ) ss.  
COUNTY OF COOK                    )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that \_\_\_\_\_, personally known to me to be the \_\_\_\_\_ of the above stated Condominium Association has executed the forgoing Contract for the Enforcement of Parking and Traffic Regulations on Private Property as the free and voluntary authorized and binding act of the above described Condominium Association for the uses and purposes therein set forth.

Given under my hand and official seal  
and sworn to before me this \_\_\_\_ day  
of January, 2024.

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

**VILLAGE OF GLENWOOD**

---

**ORDINANCE NO. 2024-\_\_**

**AN ORDINANCE ADDING NEW ARTICLE XV TO CHAPTER 102 OF THE VILLAGE OF GLENWOOD'S CODE OF ORDINANCES REGULATING UNSCHEDULED BUS STOPS**

**ADOPTED BY THE  
PRESIDENT AND BOARD OF TRUSTEES OF  
THE VILLAGE OF GLENWOOD, THIS  
\_\_th DAY OF JANUARY, 2024**

**Published in pamphlet form  
by authority of the President  
and Board of Trustees of the  
Village of Glenwood, Cook  
County, Illinois, this \_\_<sup>TH</sup>  
day of January, 2024.**

## VILLAGE OF GLENWOOD

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### ORDINANCE NO. 2024-\_\_

#### **AN ORDINANCE ADDING NEW ARTICLE XV TO CHAPTER 102 OF THE VILLAGE OF GLENWOOD'S CODE OF ORDINANCES REGULATING UNSCHEDULED BUS STOPS**

WHEREAS, the Village of Glenwood (the "Village") is a home rule unit of local government and may exercise any power and perform any function pertaining to its government and affairs pursuant to Article VII, Section 6 of the Illinois Constitution;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that dropping off passengers from a bus or other transportation provider within the Village without prior provisions being made for the proper housing and care of such individuals is inhumane, creates a dangerous condition for the persons being dropped off, and threatens public safety;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that dropping off passengers from a bus or other transportation provider within the Village without prior provisions being made for their proper housing and care can have deadly consequences when the weather conditions are adverse;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that the health and safety is jeopardized when individuals are being dropped off within the Village without prior provisions being made for their proper housing and care;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that the health, welfare and safety of the Village, its residents, and others

coming to the Village are jeopardized when individuals are being dropped off within the Village without prior provisions being made for their proper housing and care;

WHEREAS, the corporate authorities of the Village of Glenwood find and determine that the Village's best interests and the public health, welfare of the Village require that the unscheduled dropping off of individuals within the Village from busses or other transportation providers shall be regulated; and

NOW, THEREFORE, be it ordained by the President and Board of Trustees of the Village of Glenwood, pursuant to its home rule powers, as follows:

**SECTION 1: RECITALS.**

The foregoing recitals are true and correct, material to this Ordinance and incorporated herein as if they were fully set forth in this Section.

**SECTION 2: AMENDMENT TO ADD NEW ARTICLE XV TO CHAPTER 102 THE VILLAGE OF GLENWOOD'S CODE OF ORDINANCES TITLED "REGULATION OF UNSCHEDULED BUS STOPS"**

The Village of Glenwood's Code of Ordinances shall be amended by adding new Article XV to Chapter 102 of the Village of Glenwood's Code of Ordinances titled "REGULATION OF UNSCHEDULED BUS STOPS" which shall state in its entirety as follows:

**ARTICLE XV**

**REGULATION OF UNSCHEDULED BUS STOPS**

**Sec. 102-600:** Definitions: The terms used in this Article XV shall be defined as follows;

"Application" shall mean a request for approval to make a bus stop in the Village of Glenwood on a form to be provided by the Chief of Police that meets all the requirements of this Article XV.

“Approval” means a written notice signed by the Chief of Police which approves an Application submitted in conformance with this Article XV.

“Bus” means any type of motor vehicle that is designed to carry, or is actually carrying, more than 10 individuals.

“Chief” means the Chief of Police of the Village of Glenwood.

“Regularly Scheduled Service” means bus service that operates trips involving the dropping off of passengers in the Village of Glenwood on a predictable and recurring basis, following a schedule that is published in advance and available to the general public, and provides service in exchange for paying a fare.

“Unscheduled Bus Stop” means any location in the Village of Glenwood where individuals are dropped off by a Bus that originated from a location outside of Cook County, Illinois that is not providing regularly scheduled service and not operating pursuant to the written approval of the Chief pursuant to this Article.

**Sec. 102-601. No Unscheduled Bus Stops.** It shall be a violation of this Ordinance for the owner, operator, or driver of any Bus to make an Unscheduled Bus Stop for the purpose of dropping off passengers in the Village of Glenwood.

**Sec. 102-602. Application.** The owner, operator, or driver of any Bus that is not providing Regularly Scheduled Service that desires to make a Bus stop to drop off passengers in the Village of Glenwood shall file an Application with the Chief using a form to be prepared by the Chief. The completed Application and all required information shall be submitted to the Chief at least 5 calendar days prior to the date of the proposed drop-off date. The Application shall include and provide the following information:

1. The full name, full address, and telephone numbers of the Owner, Operator, and Driver of the Bus. The mobile phone number of the driver of the Bus shall also be provided.
2. The full name, full address, mobile and land-line telephone numbers of the entity or individuals that has either directed, paid for, or financed the transport of persons to be dropped off in the Village of Glenwood by the Bus.
3. The full name of all persons that are proposed to be dropped-off in the Village of Glenwood along with copies of ID’s for said person to the extent such ID’s exist or are in the possession of

the passengers.

4. The name, address, or location in the Village of Glenwood at which the Bus proposes to drop off passengers.
5. The date and time at which the Bus passengers will be dropped off in the Village of Glenwood which shall be from 8:00 a.m. to 5:00 p.m. on a Monday through Friday, excluding any holidays.
6. The name and address of all locations from which the passengers are being picked-up for transport to the Village of Glenwood.
7. The full name, full address, mobile and land-line telephone numbers of all entities or individuals that shall be present in the Village of Glenwood to meet the Bus and receive the passengers when they are dropped off.
8. A detailed plan identifying how the individuals being dropped off will be cared for, housed, and fed, either temporarily or permanently, upon being dropped off in the Village of Glenwood. The plan shall include the full names, full addresses, and landline and mobile telephone numbers of all persons that will be present at the date and time of the drop-off and responsible for the care, housing and feeding of the passengers. The plan shall be signed by the entity that agrees to be responsible for the care of the individuals and at least one additional individual that will be present to receive the passengers and responsible for their care. The entity and the individual that will present to receive the passengers and be responsible for their care shall each by their signature certify that they will be responsible for providing the actions detailed in the plan.

**Sec. 102-603. Application Approval.** Upon receipt of an Application pursuant to this Article, the Chief shall review same and undertake a review of the information contained in the Application to verify its truth and authenticity. If the Application is not complete, the Chief shall, in writing, advise the Applicant of the additional items needed to complete the Application. If within 4 calendar days after receiving a completed Application, the Chief, provided he/she has not received any information that the Application is false or untrue in any manner, shall inform the Applicant that the Application is approved for the stated location. The Chief shall further provide a telephone number to the Applicant or driver to coordinate the arrival of the bus in the Village of Glenwood.

**Sec. 102-604. Violations.** It shall be a violation of this Article for any individual or entity to violate any of the terms of this Article and/or engage in the following actions:

1. The submission of an Application that is false or untrue in any manner.
2. The failure of any entity or individual that is responsible for the care, housing, or feeding of any passengers dropped-off in the Village of Glenwood to implement or perform the detailed plan pursuant to the terms of an approved Application.
3. Owning or operating a Bus making an **Unscheduled Bus Stop** in the Village of Glenwood.
4. Initiating any Bus transportation to the Village of Glenwood requiring the approval of the Bus stop location without submitting an Application or failing to obtain approval of an Application as required by this Article.
5. Funding the cost for using a Bus to make an **unscheduled Bus stop** in the Village of Glenwood without ensuring that the Application required by this Article has been obtained.

**Sec. 102-605. Penalties:** Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with, or resisting or opposing the enforcement of, any of the provisions of this Article, upon conviction thereof, shall be punished by a fine of not less than Three Hundred Dollars (\$300.00) nor more than One Thousand Dollars (\$1000.00) for each offense. A separate and distinct offense shall be regarded as committed each day upon which said person shall continue any such violation, or permit any such violation to exist after notification thereof. The Village at its discretion may enforce this Article by: (1) a quasi-criminal action seeking the payment of a monetary penalty adjudicated under the Village's Administrative adjudication process; or (2) an action seeking monetary and injunctive relief filed in the Circuit Court of Cook County or any other Court having jurisdiction over the violator.

**Sec. 102-606 SEIZURE AND IMPOUNDMENT OF BUS:** Whenever a police officer has reason to believe that a violation of this Article has occurred, the Bus is subject to seizure and impoundment in addition to any other monetary penalty or other remedy that may be pursued. The police officer shall, in the exercise of discretion, provide for the towing of the Bus to a facility approved by the Village's Police Department.

Upon the towing of a Bus, the police officer shall notify or make a reasonable attempt to notify the owner of record, lessee, person claiming to be the owner or lessee, or any person who is found to be in control of the vehicle

at the time of the alleged violation of the fact of the seizure and of the vehicle owner's right to request an administrative hearing.

**Sec. 102-607. ADMINISTRATIVE TOW HEARING:**

Within five (5) business days after a Bus is seized and impounded, the Village shall notify, by personal service, first class mail, or certified mail, the owner of record, lessee, and any lienholder of record of the owner's right to request a hearing to determine whether a violation of this Article actually occurred. The name and address of the person to whom a vehicle is registered as shown on the records of the State in which the vehicle is registered shall be conclusive evidence of the name and address of the owner of record of the vehicle, unless the owner of record gave the Village actual written notice of a different name or address.

In order to obtain a hearing, the owner of record must file a written request for a hearing with the Village Clerk or the Police Department no later than ten (10) business days after the date the notice was mailed. The hearing date must be scheduled for a date that is no more than fifteen (15) business days after a request for a hearing has been filed. The person requesting the hearing shall be given at least five (5) business days' notice of the date of the hearing.

The hearing shall be conducted by a hearing officer appointed in accordance with this Code's Administrative Hearing Procedures. The owner of the Bus shall have the right to be represented by an attorney; the right to notice of the charges causing the seizure and impoundment of the Bus; the right to present witness and documentary evidence; and the right to cross-examine all witnesses.

If, after the hearing, the hearing officer determines, by a preponderance of evidence, that a violation of this Article has occurred involving the seized and impounded Bus, then the hearing officer shall enter an order finding the owner of record of the vehicle liable to the Village for the administrative fees of seven hundred and fifty dollars (\$750.00), which shall be in addition to any other penalties, fines and remedy sought. If, after a hearing, the hearing officer does not determine, by a preponderance of the evidence, that the vehicle was used in violation of this Article, the hearing officer shall enter an order finding for the owner and ordering the return of the vehicle.

If the owner of record fails to request a hearing on the seizure and impoundment of the Bus in a timely manner or fails to appear at the hearing, the owner of record shall be deemed to have waived the owner's right to a hearing, and the hearing officer may enter a default order in favor of the Village in the amount of the administrative fees. However, if the owner of record pays such penalty and the vehicle is returned to the owner, no default order need be entered if the owner is informed of his or her right to a hearing and signs a written waiver, in which case, an order of liability shall be deemed to have been made when the Village receives the written waiver.

**Sec. 102-608. REQUIREMENTS FOR RECOVERY OF A SEIZED AND IMPOUNDED BUS:**

A vehicle impounded pursuant to this chapter shall remain impounded until:

1. The administrative fees of seven hundred and fifty dollars (\$750.00) is paid to the Village and all applicable towing fees are paid to the towing agent, in which case, the owner of record shall be given possession of the Bus;
2. A bond in the amount of seven hundred fifty dollars (\$750.00) is posted with the Village, and all applicable towing fees are paid to the towing agent, at which time, the Bus will be released to the owner of record; or
3. The Bus is deemed abandoned, in which case, it shall be disposed of in the manner provided by law for the disposition of abandoned vehicles.

**Sec. 102-609. POSTING BOND:**

If a bond in the amount of seven hundred fifty dollars (\$750.00) is posted with the Police Department, the impounded Bus shall be released to the owner of record, and the owner of the Bus shall still be liable to the towing agent for any applicable towing fees.

If after an Administrative Hearing on the seizure and impoundment of the Bus, it is determined that the Bus was used in violation of this Article, the posted bond shall be forfeited to the Village; however, if a violation of this Article is not proven by a preponderance of the evidence, the bond will be returned to the person posting the bond, and all towing fees shall be waived.

All bond money posted pursuant to this chapter shall be held by the Village until the hearing officer issues a decision or, if there is a judicial review, until a final order is entered in the judicial proceeding in which review is sought.

**Sec. 102-610. DISPOSITION OF AN UNCLAIMED BUS:**

Any Bus that is not reclaimed or subject to judicial review within thirty-five (35) days after the administrative hearing officer issues a final written decision shall be deemed abandoned and disposed of as an unclaimed vehicle as provided by law.

**SECTION 3: HOME RULE.**

This Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Glenwood that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

**SECTION 4: EFFECTIVE DATE.**

The Village, in the exercise of its Home Rule Authority, determines that this Ordinance shall be in full force and effect immediately from and after its passage and approval and shall thereafter be published in pamphlet form.

PASSED this \_\_\_\_<sup>th</sup> day of January, 2024.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this \_\_\_\_<sup>th</sup> day of January, 2024.

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Ronald J. Gardiner, Village President

ATTEST:

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Sandra M. Washington, Village Clerk

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF COOK            )

**CERTIFICATION OF ORDINANCE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Glenwood, Cook County, Illinois (the “Village”), and that as such official I am the keeper of the records and files of the President and Trustees of the Village (the “Corporate Authorities”).

I do further certify that the foregoing is a full, true, and complete copy of an ordinance adopted at a meeting of the Corporate Authorities held on the \_\_\_<sup>th</sup> day of January, 2024, which is entitled:

**AN ORDINANCE ADDING NEW SECTION 7-2-23 TO THE VILLAGE OF GLENWOOD’S CODE OF ORDINANCES REGULATING UNSCHEDULED BUS STOPS**

a true, correct, and complete copy of which said ordinance as adopted at said meeting appears is attached.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice; that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Corporate Authorities at least 48 hours in advance of the holding of said meeting; that said agenda described or made specific reference to said ordinance; that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Village, this \_\_\_<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Sandra M. Washington, Village Clerk

(SEAL)



**Grant Solutions  
Presentation  
Village of  
Glenwood, IL**

December 28, 2023



## Who We Are

Lexipol's pre-award grant services provide customized solutions enabling applicants to tap into federal, state and private grants. We have been assisting local government since 2009 with grant research, writing and consultation.

You are in good hands with our team of experts who will assist with crafting the best individually tailored grant applications possible; securing you the funds you need for essential programs, personnel, technology, and much more.



# Our Experts

With collectively over 500 years experience as a grant team, we are your partner in expert guidance and pre-award services. We promise a smooth and engaging start to finish experience. Our goal is to create a lasting relationship while serving your community to achieve your ultimate goals.

Our grant experts are all active or former members of the local government community. Their success rate for grant approval is 60% higher than the national average of just 17%.

To date, our team has secured more than \$500M in grant awards for numerous deserving public safety agencies across the nation.

# Let Us Help You Get Funded

## **GrantFinder: Grant Research Made Easy**

GrantFinder provides a real-time, online database of more than 16,000 federal, state, corporate and foundation grants. More than 5,000 municipalities trust GrantFinder to locate grants relevant to them.

Powerful features include:

- Tracking over 16k grants representing \$700 billion in funding
- Customized grant alerts for your preferred grant categories
- Dynamic environment with new grants updated and added daily
- <https://grantfinder.com/>

*Pricing starts at \$1,195 per year for a single license*

# Let Us Help You Get Funded

## **Custom Grant Writing Service: Submit Successfully With Our Experts**

Lexipol provides customized grant writing services enabling applicants to tap into federal, state and private grants. With our team of expert grants writers and project managers, we'll craft the best grant application possible, helping you obtain the essential funding you need.

- Custom Grant Research & Consult (\$1,250 flat rate)
- Complete Grant Application Services (\$5,000 flat rate)
- Advanced Grant Application Services (\$6,000 flat rate)
  - Narrative Development & Review \*
  - Application Assembly \*

*\*Can be purchased as a standalone grant writing product*

# Let Us Help You Get Funded

## Grant Assistance Platform: Your Strategic Retained Partner

If your municipality is pursuing multiple grant projects—large or small—consider our Grant Assistance Platform. This retainer service combines all our pre-award grant services, including grant research, alerts, consulting and review:

- 2 annual user subscriptions to GrantFinder
- 1 grant writing project per year
- Dedicated Program Manager
- Annual strategic planning session
- Application and narrative reviews
- Bimonthly Grant Consulting Sessions led by Senior Grant Experts + Biannual performance reports
- 50% discount on grant writing services on a per-project, per-application basis

# Thank You

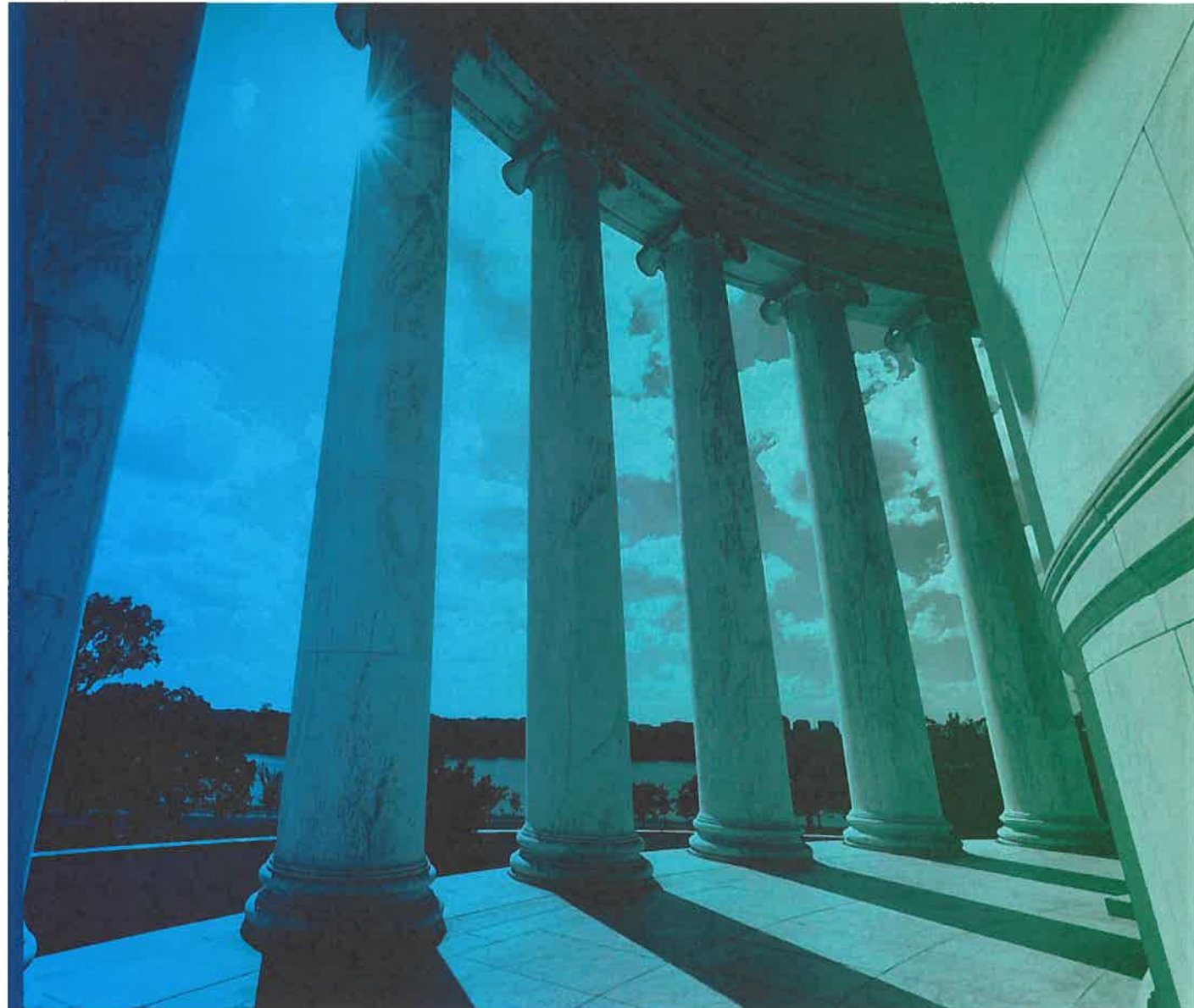
Anna Graham  
Account Executive  
agraham@lexipol.com  
469-553-0651





**Grant Solutions  
Presentation  
Village of  
Glenwood, IL**

December 28, 2023



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