

# **COAL CITY VILLAGE BOARD MEETING**

**TUESDAY  
NOVEMBER 22, 2016  
7 P.M.**

**COAL CITY VILLAGE HALL  
515 S. BROADWAY, COAL CITY, ILLINOIS**

## **AGENDA**

1. Call meeting to order
2. Pledge of Allegiance
3. Approval of Minutes                      November 9, 2016
4. Approval of Warrant List
5. Public Comment
6. Letter of Request-Coal City Junior Woman's Club  
Annual Tree Lighting Ceremony
7. Letter of Request-Coal City Soccer Club  
Use of North Park
8. Ordinance 16-30                      Amending Ordinance 13-38  
Façade Improvement/605-625 S. Broadway
9. Approval of 2017 Liability              Workman's Compensation Insurance

10. Result & Approval of Bid Letting                      Water Treatment Plant  
Pipe & Valve Replacement
11. Approval of Demolition Bids                              175 W. Oak Street &  
807 W. Oak Street
12. Approval of Public Works Grader Purchase
13. Approval of Agreement-Grundy County Chamber of Commerce  
Business After Hours
14. Appointment of Marvin Perino to the Coal City Fire & Police Board  
of Commissioners
15. Report of Mayor
16. Report of Trustees:                                      T. Bradley  
J. Wren  
D. Togliatti  
D. Greggain  
R. Bradley  
N. Nelson
17. Report of Village Clerk
18. Report of Village Attorney
19. Report of Village Engineer
20. Report of Chief of Police
21. Report of Village Administrator  
A. Financial Report
22. Executive Session to Discuss Acquisition of Property
23. Adjourn



**GFWC IL Coal City Junior Woman's Club**  
**PO Box, 113**  
**Coal City, IL 60416**

November 15, 2016

Dear Village of Coal City:

The GFWC IL Coal City Junior Woman's club would like to hold their Annual Village Tree Lighting on Sunday, November 27, 2016.

We are requesting the use of Campbell Park and the concession stand. We would like to prepare the park for Santa's arrival and utilize the concession stand to serve cookies and hot chocolate.

Santa is due to arrive about 3:45 P.M. He will be coming from the Coal City High School after the Christmas performance, which is being held there. Parents will be informed that after the performance they may follow Santa's "sleigh" to Campbell Park.

We are requesting a fire truck or two and some police cars to make noise so all of Coal City knows Santa has arrived! Parents and children will be waiting to greet him at the park as well.

The event should be completed no later than 6:30 P.M. Also we will be responsible for any clean up after the event.

The Coal City Juniors are extremely thankful for all of the support the Village has shown our club. We look forward to a successful event and appreciate your support.

Thank you,

Marsha Vaughn  
Secretary  
GFWC IL Coal City Junior Woman's Club

Heather Banks and Melissa Alstott  
Village Tree Lighting Chairmen



# COAL CITY SOCCER CLUB

PO Box 265  
COAL CITY, ILLINOIS 60416-1663  
815-545-3496  
[coalcitysoccerclub@yahoo.com](mailto:coalcitysoccerclub@yahoo.com)  
[www.coalcitysoccer.com](http://www.coalcitysoccer.com)

President-Heather Kennedy  
Vice-President-Joe Figueroa

Treasurer-Crystal Ramirez  
Secretary-Jen Munsterman

**Dear Village of Coal City,**

The Coal City Soccer Club respectfully requests use of the North Park for practices and games for the 2017 Soccer Season. Our Spring Season runs approximately from mid March through the end of June and our Fall Season runs approximately from mid July to mid November. Fields would be typically be used 4:30 p.m. to 7:00 p.m. Monday-Friday; Saturday mornings/afternoons; Sunday afternoons.

At the expense of the Coal City Soccer Club in return for property use and mowing, the Coal City Soccer Club will provide equipment and attempt to improve field conditions. If there is ever anything in particular you would like us to add or improve please let us know at the contact information below.

The current Coal City Soccer Club insurance expires 09/01/2017. Facility usage by the CCSC will cease if no insurance policy is in effect.

If the Village of Coal City schedules any events that may conflict with practice or game schedules provided, please contact the Coal City Soccer Club at one of the below numbers:

Heather Kennedy, CCSC President, 815-545-3496  
Joe Figueroa, CCSC Vice President, 815-514-3148

If there are any other concerns that may arise, please do not hesitate to contact any of the above numbers.

Thank you very much for the use of your property to support Youth Soccer.

Heather Kennedy  
Coal City Soccer Club, President  
[coalcitysoccerclub@yahoo.com](mailto:coalcitysoccerclub@yahoo.com)

Attached: Coal City Soccer Club Proof of Insurance



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/8/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

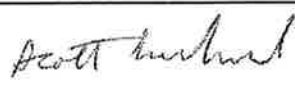
<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne, IN 46804  www.kandkinsurance.com      0334819	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 800-441-3994      FAX (A/C, No): 260-459-5021 E-MAIL ADDRESS:	
	<b>INSURER(S) AFFORDING COVERAGE</b> NAIC #	
<b>INSURED</b> Soccer Association for Youth, USA SAY Soccer 2812 Kemper Road Cincinnati OH 45241	<b>INSURER A:</b> National Casualty Company      11991	
	<b>INSURER B:</b> Scottsdale Insurance Company      41297	
	<b>INSURER C:</b> Hartford Life & Accident Insurance Company      88072	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		

**COVERAGES**      **CERTIFICATE NUMBER: 32753595**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			KRO-65495-00	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ NONE PRODUCTS - COMP/OP AGG \$ 2,000,000 Legal Liability to Part \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						
B	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			XKS-65497-00	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ PER STATUTE    OTH-ER
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Participant Accident			OFE-03600204972-04	9/1/2016	9/1/2017	Excess Medical \$50,000 AD&D \$10,000 Deductible \$ 250

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
All operations of Soccer Association for Youth, USA (S.A.Y.) and their registered members. The certificate holder is named as an additional insured but only with respect to the operations of the named insured. This certificate is issued on behalf of Coal City SAY

<b>CERTIFICATE HOLDER</b>  Coal City North Park McArdle & Broadway St Coal City IL 60416	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE   Scott Lunsford

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**MEMO**

**TO:** Mayor Halliday and the Board of Trustees

**FROM:** Matthew T. Fritz  
Village Administrator

**MEETING**

**DATE:** November 22, 2016

**RE: AMENDING THE REDEVELOPMENT AGREEMENT WITH T. KUNES  
NO LONGER REQUIRING THE INSTALLATION FO AWNINGS**

The Village Board adopted a redevelopment agreement with Terrence Kunes, the owner of the building at 605-625 S. Broadway on November 12, 2013. Contained within this ordinance were Façade Plans, which included awnings to be placed above the window openings and passageways into the building. Although the original project budget had been \$200,000 for the Façade renewal at the building, the total cost was approximately \$390,000. All of the façade improvements that had been approved are in place aside from the awnings.

Mr. Kunes requested further consideration form the Planning & Zoning Board in light of the total expenditure for the improvement and future building approvals no longer requiring awnings. Although these features are allowed within the Core Area Design Guidelines, they are not required. After considering the elimination of the previously approved awnings, the P&Z Board recommended granting the petitioner’s request and amending the Façade Plans to eliminate the previously planned awnings.

To date, Mr. Kunes has repaid the redevelopment loan in full, complying with the requirements of the previously agreed upon repayment schedule. These revenues are received within Fund #78 – Economic Development and then transferred back to Fund #48 – Infrastructure Fund from which they had been transferred in the first place.

**Recommendation:**

Adopt Ordinance No. \_\_\_\_\_ : Amending Ordinance 13-38 Regarding the Redevelopment of 605-625 S. Broadway to Exclude the Installation of Awnings.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING ORDINANCE 13-38 REGARDING THE REDEVELOPMENT OF 605-625 S. BROADWAY EXCLUDING THE AWNING INSTALLATION REQUIREMENT**

**WHEREAS**, the Village of Coal City (“Village”) is an Illinois non-home rule municipal corporation, organized and operating pursuant to the Constitution and laws of the State of Illinois; and

**WHEREAS**, the Village desires to promote the continued use and maintenance of commercial buildings in the Village in recognition of the positive impact that individual building improvements can have on the overall appearance, quality, and vitality of the downtown business district consistent with the Village’s Comprehensive Plan; and

**WHEREAS**, pursuant to 65 ILCS 5/8-1-2.5, the Village is authorized to expend funds for economic development purposes, including making grants to commercial enterprises deemed desirable for the promotion of economic development; and

**WHEREAS**, the Village previously enacted Ordinance No. 13-38 “Authorizing Entry into a Development Agreement and Associated Documents with Terrence Kunes, Providing for the Loan of Village Funds for the Façade Renovation of a Commercial Building Located at 605-625 S. Broadway, Coal City, Grundy County, Illinois” on November 12, 2013 “Ordinance”); and

**WHEREAS**, the Ordinance provided the characteristics and improvements to take place at the commercial structure at 605-625 S. Broadway, which included awnings atop the public openings to the building; and

**WHEREAS**, Kunes applied for a Façade Improvement Program grant in the amount of \$200,000.00 and expended approximately \$390,000 on the total redevelopment project and met the repayment requirements upon the amount borrowed to date; and

**WHEREAS**, the Plan Commission, at its meeting of November 7, 2016, reviewed and recommends the elimination of the awnings previously depicted within the Façade Plans appended to and incorporated within Ordinance 13-38; and

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Coal City, Counties of Will and Grundy, Illinois, as follows:

**SECTION 1. RECITALS.**

That the foregoing recitals shall be and are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

**AN ORDINANCE AMENDING ORDINANCE 13-38 REGARDING THE REDEVELOPMENT OF  
605-625 S. BROADWAY EXCLUDING THE AWNING INSTALLATION REQUIREMENT**

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**SECTION 2. AMENDMENT.**

The awnings, which had been depicted within “The Façade Plans,” and appended to Ordinance 13-38, shall no longer be required as a necessary design element.

**SECTION 3. EFFECTIVE DATE.**

This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SO ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2016, at Coal City, Grundy and Will Counties, Illinois.

AYES:

NAYS:

ABSENT:

ABSTAIN:

**VILLAGE OF COAL CITY**

\_\_\_\_\_  
Terry Halliday, President

Attest:

\_\_\_\_\_  
Pamela M. Noffsinger, Clerk



# MEMO

**TO:** Mayor Halliday and the Board of Trustees

**FROM:** Matthew T. Fritz  
Village Administrator

**MEETING**

**DATE:** November 22, 2016

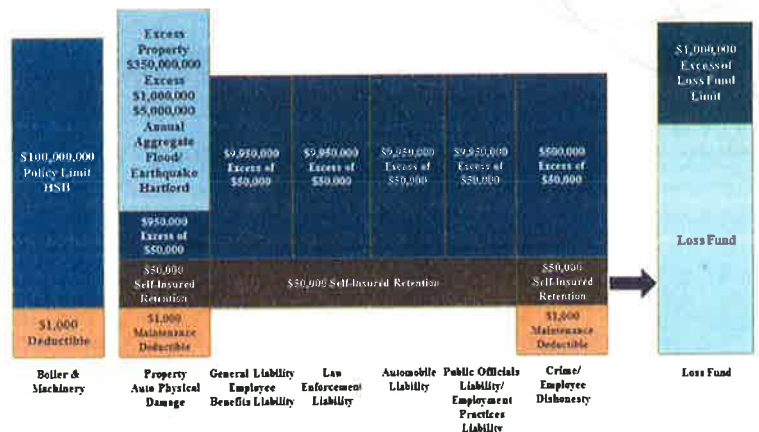
**RE: ANNUAL WORKERS' COMPENSATION AND LIABILITY INSURANCE RENEWAL**

Each year, the Village purchases liability insurance as well as workers' compensation insurance to guard against the out-of-pocket costs of potential claims against the Village due to its operations and to protect the property including buildings and equipment. Much like homeowner's insurance, as the policy is utilized to payout for damages more frequently the cost of renewal increases. Coal City experienced a decrease in rates last year; these rates will be further reduced for the upcoming policy year. This trend is likely to stabilize due to all of the Village properties being scheduled for building appraisals (thus increasing their replacement value) in 2016. Attaining the coverage via a consortium of communities is allowing the Village to enjoy the benefits of self-funded insurance coverage. Due to Coal City's status as being an initial member, the Insured But Not Reported (IBNR) value is set to become an asset at the conclusion of 2017. Currently, \$137,980 remains from the first year the consortium banded together. This is the residual value aside from the amount that had been originally saved by funding the Loss Fund at 85%, which saved IMIC \$90,000 initially in 2014.

As a reminder to the Board, Coal City entered into the Illinois Municipal Insurance Cooperative (IMIC), which carried an initial membership requirement of 3 years. Since its inception, the group has grown as other municipalities attempt to identify means of controlling the cost for these necessary coverages. Each of the members contributing to a loss fund spreads the liability across a larger number of communities and limits the liability of each member retaining only a portion of the total claims to be paid out from IMIC assets (self-insured retention). To date, claims have mainly been paid from the self-insured retention; some, including the Village's tornado experience, exceeded \$50,000 and utilized the first layer of excess liability coverage (insurance purchased to cover claims exceeding \$50,000 up to \$2 million). *Due to the past success of IMIC, the entire group is*

## BRIT Insurance Public Entity Package Program

2016-2017 Protected Self-Insurance Structure



The SIR is a Per Occurrence Retention. Only one Retention applies in the event of a multiple coverage loss

enjoying a renewal that includes lower rates and more coverage. The excess liability coverage that was previously capped at \$6 million per occurrence has been raised to \$10 million. The coverage is provided so that any occurrence counts as one occurrence across the entire group; i.e. if a tornado hits in Coal City and Braidwood (also an IMIC member), there is only one deductible to be paid and the claim accelerates through the excess coverage layers as one total number. This means all of the municipalities do not need to fear one weather event hitting in multiple locations – this will count as one occurrence and only take a maximum of \$50,000 from the loss fund.

Coal City’s renewal is a 9.13% decrease from the expiring renewal for liability and workers compensation insurance coverages. This year’s renewals are listed below. The specific coverages for each of the policies are provided for your review. Gallagher has provided fully bounded insurance renewal documentation, however, summaries have been provided. Workers Compensation coverage will continue to be carried by IPRF. IMIC is reviewing on an annual basis whether the collective group would benefit from purchasing this coverage as well. IPRF’s coverage beat the cost of forming a self-insured coverage. Coal City continues to be a leader within the consortium with its risk assessment and continued training for all of the Village’s employees – this due to the focus of the Department Heads and participation of the Safety Committee. Coal City’s training risk and safety training outstrips most of the other municipalities.

<u>Coverage</u>	<u>Expiring Premium</u>	<u>Next Year's Premium</u>
Workers Compensation	\$106,270	\$84,224
Liability	129,680	129,920
Cyber Liability	<u>3,198</u>	<u>3,166</u>
	\$239,148	\$217,310

Due to the Village’s membership within IMIC, the cooperative has agreed upon the rates set for each of its member municipalities. Due to increasing size of the consortium and a few good years of experience, the loss fund will most likely be funded at 90% next year. This year, all agencies were informed they are to gain cyber liability with their savings; this is a renewal policy for Coal City. To date, IMIC has collected premiums exceeding \$1.8 million providing the upfront renewal discount of approximately \$270,000 to its participating agencies.

**Recommendation:**

Renew the Workers’ Compensation Coverage with IPRF and IMIC liability coverages, including cyber liability coverage as outlined for 2017 totaling \$217,310.

**BID LETTING**  
**WATER TREATMENT PLANT PIPING AND VALVE REPLACEMENT**  
**FRIDAY, NOVEMBER 18, 2016**

At 3 p.m. on Friday, November 18, 2016 in the boardroom of the Coal City Village Hall, the bid letting opening was conducted by Chamlin Engineering for the Water Treatment Plant Piping and Valve Replacement project. In attendance was Ryan Hansen and Mike Perry from Chamlin Engineering, Tyler Valiente from the Coal City Water Treatment Plant and several contractor representatives. The results were:

- |   |              |
|---|--------------|
| 1. R.J. O'Neil, Inc.<br>Montgomery, Illinois              | \$315,455.00 |
| 2. Commercial Mechanical<br>Dunlap, Illinois              | \$289,700.00 |
| 3. D Construction<br>Coal City, Illinois                  | \$286,000.00 |
| 4. Independent Mechanical Industries<br>Chicago, Illinois | \$308,740.00 |

The apparent low bidder is D Construction. The contract award will be presented for approval at the next Village Board meeting on November 22, 2016. The bid letting was completed at 3:06 p.m.

  
Pamela M. Noffsinger, Village Clerk

**MEMO**

**TO:** Mayor Halliday and the Board of Trustees

**FROM:** Matthew T. Fritz  
Village Administrator

**MEETING**

**DATE:** November 22, 2016

**RE: BIDS TO COMPLETE PUBLISHED DEMOLITION PROPERTY WORK**

The Village of Coal City has utilized a lengthy legal and publication process in order to have the proper standing and legal capability to proceed with the demolition of two properties on Oak Street. Due to the last bidding process returning demolition bids, which did not exceed \$20,000 a lengthy advertising and bid process was not utilized, instead bidders who had expressed interest in the last bid were called to submit bids for each of these properties. The bids for each are provided below –

<u>Contractor</u>	<u>175 W. Oak</u>	<u>807 W. Oak</u>
J.K. Trotter	\$15,678	\$18,125
Clark Excavating	16,000	18,000

Although there is no reasonable assertion asbestos may be present, the asbestos review has been ordered for each of these homes. Unless the test comes back positive, which is unlikely, it should not cause a delay within the demolition process. However, it was necessary to clear the legally allowable public notice days prior to entering onto the property.

Each of these properties has provided a great deal of feedback during the process of possible action, which would no longer necessitate the Village to undergo the demolition expense. However, due to the continued inaction, it is appropriate to proceed at this time. Due to the upcoming holiday, this evening's approval would most likely not lead to demolition until after Thanksgiving.

**Recommendation:**

- 1.) Approve the bid of J.K. Trotter to provide demolition services at 175 W. Oak Street.
- 2.) Approve the bid of J.K. Trotter to provide demolition services at 807 W. Oak Street.

## MEMO

**TO:** Mayor Halliday and the Board of Trustees

**FROM:** Matthew T. Fritz  
Village Administrator

**MEETING**

**DATE:** November 22, 2016

**RE: PUBLIC WORKS GRADER PURCHASE**

Included within this year's fiscal budget was the purchase of a replacement road grader to assist with re-cutting ditches and properly grading alleys. Due to the overall limited hours the equipment would be utilized, Darrell Olson has been looking nationwide within the used equipment market for the department's needs. Most of the properly sized graders have been available within the south and the east coast. Recently, Darrell reviewed the two nearest used graders – one on middle/NW Wisconsin and the other in Peducah.

Last weekend, Darrell looked at one of the used units and this weekend will be the next. Public Works will be prepared to purchase the best option from the choices by Wednesday's Regular Board Meeting. After Darrell receives the specifications and negotiates a final price, the information will be passed along to assist the Board with this decision. Both units fall within the \$60,000 allotment in this year's fiscal budget (although that was intended to purchase a roller as well, which will be the lesser costing piece of equipment).



909 Liberty St  
Morris, IL 60450  
(815) 942-0113  
[www.grundychamber.com](http://www.grundychamber.com)

660 S. Broadway St  
Coal City, IL 60416  
(815) 634-8662

*Channahon Minooka Chamber*  
500 Bob Blair Rd  
Minooka, IL 60447  
815-521-9999  
[www.cmchamber.org](http://www.cmchamber.org)

November 2016

Re: *2017 Business After Hours*

As you know, the Grundy Chamber provides an event each month that allows members to network in a casual setting at a member's business location of choice. Business After Hours not only allows members to network in a comfortable, relaxed setting but it also provides sponsors with an opportunity to showcase his/her business to the Chamber membership-at-large. Business After Hours is a perfect time to build new business relationships and strengthen established ones.



**You previously signed up to host a Chamber Business After Hours -attached is the Agreement outlining the procedures for a 2017 Business After Hours and confirming your date.** Please review the agreement, sign it and return it to the Chamber *at your earliest possible convenience.* **We understand that circumstances change so if you are unable to host this event – please indicate that on the Agreement and let us know as soon as possible.**

We appreciate your willingness to host a BAH and look forward to working with you on this event. If you should have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read "C.M. Yperen".

Christina Van Yperen  
Executive Director

Enclosure: *2017 Business After Hours Agreement*

# Grundy County Chamber of Commerce & Industry

## 2017 Business After Hours Agreement

**Business After Hours (BAH)** are held at Grundy County Chamber of Commerce & Industry member businesses. **BAHs** are scheduled from January through December each year and may be held indoors or outdoors (depending on the weather).

The date is listed below with the hours of the event being 5 p.m. to 7 p.m. Drawings are typically held between 6:15 – 6:30 p.m.

### What the Business does:

- Arranges and provides for the food and beverages
- Provides a door prize (*we encourage you to use something that is related to your business – and, if not possible – how about a Chamber Gift Certificate!*)
- Has a check-in table or area available for Chamber staff
- The business must be a current member of the Grundy County Chamber of Commerce and in good standing.

### What the Chamber does:

- Publicizes the **Business After Hours** wherever available including in the ChamberLink, e-mails, Chamber Newsletter on the radio and in the newspapers.
- Provides Chamber staff and Ambassadors for sign-in.
- Provides nametags, tickets for 50/50 raffle and an announcer for the door prizes.

### Charges/Cancellations:

Members/Attendees are charged an admission fee – with the proceeds going to the Chamber.

If the attendance fee is waived, the Business is assessed a fee compensatory to the amount anticipated by door receipts – current fee is \$225.

We understand that circumstances may prevent a Member Business from fulfilling their obligation to host their BAH. If this occurs, we ask that ample time is given to find another host and that the original host business assist in finding a replacement.

**Date of BAH:** 4/20/17

**We will pay the hosting fee of \$225 - YES or NO**

**BUSINESS NAME:** Village of Coal City

**CONTACT NAME:** Matt Fritz

**PHONE:** (815) 634-2081

**ADDRESS WHERE BAH WILL BE HELD:** 515 S. Broadway

**CITY:** Coal City

Other important info to know: \_\_\_\_\_

\_\_\_\_\_  
(directions to place, who will be catering, etc)

Agreed to by:



11/11/16

Grundy County Chamber / CM Chamber

(Date)

Business Sponsor

(Date)