



Seasons will change;
Years will come and go;
but our **Broadview Family**
grows **Stronger!**

Katrina Thompson
Mayor



Village of Broadview

A Balanced Community



The Administrative Offices, Water & Building Departments hours of operation and/or closings are as follows:

- **Monday, December 30, 2024 open from 8:30 am – 4:30 pm;**
- **Tuesday, December 31, 2024 close at 12 pm;**
- **Wednesday, January 1, 2025 (New Year's Day) closed;**
- **Thursday, January 2, 2025 & Friday, January 3, 2025 close at 2 pm.**

Have a Safe & Happy New Year!

Happy New Year, Broadview!

As we bid farewell to the past year and welcome the excitement of a new one, I extend my warmest wishes for a Happy New Year to each and every member of our community. The start of a new year is always filled with the promise of fresh beginnings, renewed hope, and plentiful opportunities to unite in pursuit of our shared goals.

Reflecting on the past year, I am immensely proud of what we have accomplished together. We celebrated the opening of new businesses like Chick-fil-A, which has provided employment for over 80 residents, contributing significantly to our local economy. Our expanded community events have brought us closer, fostering a sense of togetherness and community pride. Moreover, our initiatives to improve infrastructure and essential services have ensured that Broadview continues to be a thriving, welcoming place for families, businesses, and individuals alike.

These achievements could not have been possible without the dedication and support of you, the remarkable residents of Broadview. Your collective determination and commitment to our town have been the driving force behind our progress.

As we step into the coming year, let us continue to stand united in our commitment to growth and progress. We have exciting projects on the horizon designed to strengthen our local economy and enhance the quality of life for all our citizens. I encourage everyone to stay informed, get involved, and continue to share your ideas and visions for our future. Remember, every voice in Broadview matters, and it is through our collective effort and collaboration that we will build an even stronger community.

Thank you for your trust, your passion, and your steadfast commitment to each other. I look forward to working alongside you in the months ahead to craft an even brighter future for our beloved Broadview.

Here's to good health, happiness, and success for you and your families in the new year.



Tuesday
Jan 14th
@6PM CST

GHANA TRIP RECAP



HOSTED BY:

Katrina Thompson
Mayor of Broadview

Miguel Jones
Village Trustee of Maywood

Chassidy Keys
Keynect Global

LOCATION:

Broadview Village Hall
2350 S. 25th Ave.
Broadview, IL

AGENDA

- See photos and videos from Proviso Travels trip to Ghana
- Attendees share their experience in Ghana
- Community Q/A
- Learn about upcoming Proviso Travels community trips!
- Raffle to win trip gift certificate



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EMPLOYMENT OPPORTUNITIES



TRUSTEES
JUDY ABRAHAM
SHEILA ARMOUR
PATRICIA CHAO-MALAVE
JUDY MILLER
ANDREA SENIOR
JARRY SHELBY

Village of Broadview

Municipal Building

2350 South 25th Avenue • Broadview, Illinois 60155-3800

1-708-681-3600 • FAX 1-708-681-2018

KATRINA R. THOMPSON, President (Mayor)

VILLAGE CLERK
KEVIN MCGRIER
VILLAGE ADMINISTRATOR
LETISA JONES
FINANCE
THOMAS HOOD
TREASURER
SOUTH CENTRAL
CAPITALGROUP, LLC
VILLAGE ATTORNEYS
DEL GALDO LAW
GROUP, LLC

POSITION: Seasonal Laborer Worker – Public Works Department

SALARY: \$23 per hour depending on qualifications. CDL Class B & Forestry Experience Preferred.

APPLY BY: downloading an application from our Village website: www.broadview-il.gov. Submit completed application to LeTisa Jones, Village Administrator at ljones@broadview-il.gov. Position is open until filled.

JOB SUMMARY: The Village of Broadview Public Works Department is seeking candidates for seasonal summer positions in the Public Works Department. Candidates must be 18 years of age at the time of application, possess a high school diploma or equivalent and possess a valid Illinois driver's license at the time of application.

ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO: performing outdoor forestry, utilities, and street maintenance as well as trash removal and painting. Training with vehicles/equipment and department operations will be provided upon hire. Work is performed under the direction of the Director of Public Works.

Duties will include but not limited:

- Assisting with maintenance on Village Street, bush chipping, litter pick up, parkway restorations, sign maintenance, shop maintenance, leaf pick up assisting other department as directed.
- Perform vehicle maintenance by cleaning, washing, waxing and vacuuming all public works vehicles;
- Perform floor sweeping, window cleaning, site weeding and community special event activities
- Performs courteous and responsive customer service in the field
- Performs miscellaneous tasks and assignments, including painting blacktop sealing, fence staining and minor repairs to lift stations and water pump stations

The hours for this position are Monday – Friday 6:00 a.m. to 3:00 p.m. Candidate must be willing to work occasional overtime, including weekends and holidays.

SELECTION: Candidate screening process consists of an application review, interview, background check and qualifying pre-employment drug screen.



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THOMAS HOOD, CPA

TREASURER
SOUTH CENTRAL
CAPITAL GROUP, LLC

VILLAGE ATTORNEYS
DEL GALDO LAW
GROUP, LLC

POSITION: Part-Time Cashier/Receptionist – Administration Department

SALARY: \$15 per hour including three (3) Personal Days.

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JOB SUMMARY: The Village of Broadview Administration Department is seeking candidates for a part-time position in the Administration Department.

ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO: Part-time position performs routine collecting, counting and reconciling money received from daily cash receivables. Performs data entry into accounting software and reporting. Completes office duties such as typing, copying, filing, mailing inter-office and certified mail. Answers incoming calls and assists visitors. Receive payments for various Village services, such as water bills, vehicle stickers, animal licenses, parking permits, traffic tickets and more. Equipment used includes, but is not limited to, personal computer with a Windows operating system, Microsoft Office, printer, copy machine, fax machine and calculator.

The hours for this position varies Monday – Friday.

SELECTION: Candidate screening process may consist of an application review, interviews, background check and qualifying pre-employment drug screen.



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GROUP, LLC

POSITION: Part-Time Building Administrative Clerk

SALARY: \$15 per hour depending on qualifications.

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JOB SUMMARY: The Village of Broadview Building Department is seeking candidates for a part-time position in the Building Department.

ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO:

Part-time position performs assisting the Building Commissioner with filing business license and contractor registrations. Performs data entry into accounting software and reporting. Completes office duties such as typing, copying, filing, mailing inter-office and certified mail. Answers incoming calls and assists visitors. Receive payments for various building services, such as business licenses, electrical permits and more. Equipment used includes, but is not limited to, personal computer with a Windows operating system, Microsoft Office, printer, copy machine, fax machine and calculator.

The hours for this position varies Monday – Friday.

SELECTION: Candidate screening process may consist of an application review, interviews, background check and qualifying pre-employment drug screen.



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GROUP, LLC

POSITION: Full-Time Laborer – Public Works Department

SALARY: \$25 per hour depending on qualifications. CDL Class B & Public Works Experience Preferred. Benefit package: ten (10) vacation days (after one year of employment), three (3) personal days, and twelve (12) sick days; eleven (11) paid holidays, medical, dental and life insurance, Illinois Municipal Retirement Fund (IMRF) pension and access to voluntary deferred compensation 457 plans for additional retirement savings.

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JOB SUMMARY: The Village of Broadview Public Works Department is seeking candidates for a full-time position in the Public Works Department. Candidates must be 18 years of age at the time of application, possess a high school diploma or equivalent and possess a valid Illinois driver's license at the time of application.

ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO: Full-time position performs semi-skilled manual work in public works construction and maintenance activities.

- Work primarily outdoors, often in inclement weather and conditions.
- Lift up to 100 pounds repetitively and possess sufficient strength and agility to perform manual tasks for prolonged periods.
- Operates a diverse range of heavy and small trucks, equipment, machinery, and tools to perform duties.
- Be able to understand and follow written and oral instructions.
- Responds to emergency call-outs for Public Works related events.

Work is performed under the direction of the Director of Public Works.

Duties will include but not limited to assisting with maintenance on Village streets, perform snow removal and salt operations, paving and patching asphalt, crack sealing, street sweeping, litter pick up, sewer jetting, removing roadkill, repairing and replacing street signs, shop maintenance, tree removal/trimming and planting, brush chipping, parkway restoration, leaf pick up, weed whacking, grass cutting, loading/hauling and unloading materials/supplies, and assisting other departments as directed. Usage of tools, materials and equipment in a correct and safe manner.

SELECTION: Candidate screening process consists of an application review, interview, background check and qualifying pre-employment drug screen.

Season of Gratitude: Christmas in Proviso, Staff Luncheon, and Laptops for Broadview Young Scholars

As we embrace the festive season, I am filled with immense gratitude for our community's spirit and generosity. This Christmas in Proviso, we've witnessed an outpouring of support and goodwill that truly embodies the essence of the holiday.

Firstly, I extend my heartfelt thanks to all our sponsors and volunteers who made the Christmas in Proviso event a resounding success. Your dedication and contributions have brought joy and celebration to so many families during this special time of year. The smiles and laughter of our community members as they gathered together were a testament to the vibrant spirit that defines Broadview.

In addition to our festive celebrations, we recently held a Staff Luncheon to express our appreciation for the incredible individuals who serve our community. Their unwavering commitment and hard work throughout the year have been pivotal in our collective achievements. This event was a small token of our gratitude, but the impact of their efforts is felt deeply within our community every day.

Furthermore, I am thrilled to announce a significant milestone for our Broadview Young Scholars program. Thanks to the generous donations from our community partners, we were able to provide laptops to each of our young scholars. These tools are not just gifts; they are investments in the future of our youth, equipping them with the resources they need to succeed in their educational endeavors and beyond.

As Mayor, I am deeply thankful for everyone who has played a part in these initiatives. Whether you are a sponsor, a volunteer, or a dedicated staff member, your contributions make a profound difference. Together, we are building a stronger, more connected Broadview.









PROVISO TOWNSHIP HANDYMAN PROGRAM



*Bellwood * Berkeley * Broadview * Brookfield * Forest Park * Hillside
*LaGrange Park * Maywood * Melrose Park * Northlake * North Riverside
* Stone Park * Westchester * Western Springs

*Only Homeowners within the boundaries of Proviso Township.

Handyman Program for homeowners
over the age of 60 and/or disabled
residents of Proviso Township

- Minor repairs only
- **\$5.00** per visit plus the cost of parts, if needed
- Provide referrals on a variety of home maintenance issues
- Appointments are **45 minutes or less**

Please call us if you have any questions and schedule your
appointment at **708-547-4001**

WE DO	WE DO
Blinds/Curtain Rods - Install/Repair	Mailboxes - Install/Repair/Replace
Boxes Stored (50 lbs. limit)	Outdoor Furniture - Put Away/Take Out (small items)
Carpentry-Minor repairs i.e.: Replace loose/rotten boards	Outdoor Lighting - Repair or Replace (Height Limit of 6 feet)
Caulking - Minor interior only - No removal of existing caulk	Outdoor Water Spigot - Shut Off/Turn On
Ceiling Fans - Repair Switches Only	Picture - Hang Only
Decks - Minor Repairs Only	Referrals for Tradesperson - Referrals Only Not Recommendations
Doorbells - Repair/Replace Buttons	Screens - Put In/Take Out (Limit 6 feet)
Door Locks - Repair/Replace	Shower Heads - Repair/Replace/Install
Door Sweeps - Repair/Replace/Install	Shower Wands - Repair/Replace/Install
Doors - Repair/Replace Hinges	Sink Drains Pipes & Stoppers - Repair or Replace
Electrical Outlets & Switches - Replace	Smoke Detectors/CO Detectors - Install or Replace Batteries
Electrical GFCI Outlets - Replace & Install	Storm Doors - Repair (No Installations)
Kitchen and Bathroom Faucets - Repair or Replace No Tub faucets	Storm Windows - Put In/Take Out (Limit 6 feet)
Furniture Assembly (Small pieces only) (no IKEA)	Supply Valves - Replace, Kitchen & Bath Only
Furniture Moving - 50 lbs. limit	Threshold - Repairs & Replacement
Furniture Repair - Minor Only	Toilets - Minor Repairs - No Rodding
Grab Bars - Install or Replace	TV/TV Converter Box - Install & Program (NO Comcast)
Handrails - Install or Replace	Weather Stripping - Doors & Windows
Light Bulbs - Change	
Light Fixtures - Repair or Replace	



TOWNSHIP OF PROVISO
4565 Harrison St.
Hillside, IL 60162
P : 708-449-4307
www.provisotownship.com

Proviso Handyman Services



SCAN ME



Mayor André F. Harvey invites you!



BLACK HISTORY MONTH

CELEBRATION

**"The Village of Bellwood Celebrates
Black Entrepreneurship"**

Saturday, February 1, 2025

2:00 – 6:00 p.m., Roosevelt Middle School, 2500 Oak St.

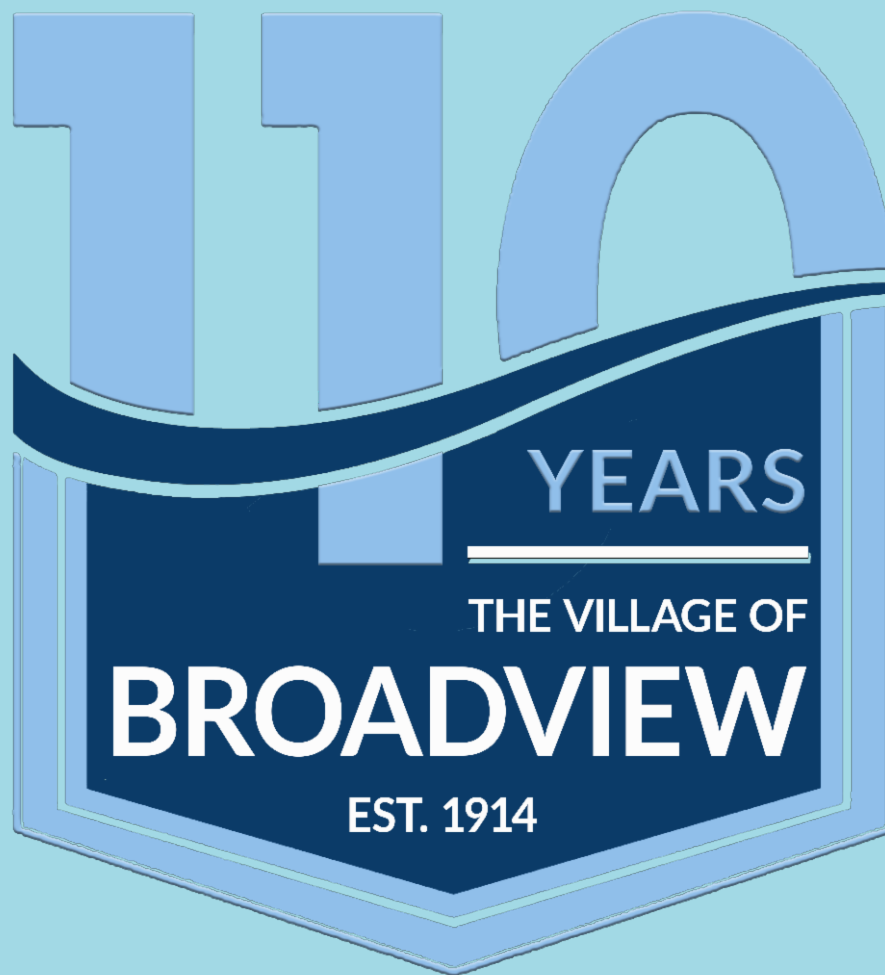
SHOPPING • NETWORKING • ENTERTAINMENT & FOOD

**We invite small business and youth
entrepreneurs to showcase and sell
their merchandise!**

Mayor Harvey and the Village Board of Trustees
celebrate small businesses and youth entrepreneurs
by providing vendor and pop-up opportunities
throughout the year.



**Interested in participating as a vendor? Please click the QR code.
Any questions? Call Debora Jenkins at (708) 547-3500 Ext. 1514.**



#BROADVIEWSTRONG

Village of Broadview | 2350 S 25TH AVE | BROADVIEW, IL 60155 US

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