

NOTICE: MEETING MODIFICATION DUE TO COVID-19



Pursuant to the Governor's Executive Orders, the Governor has made a disaster declaration in response to COVID-19. In accordance with 5 ILCS 120/7(e), the head of the public body has determined that an in-person meeting of all of the individual Council members under the Open Meetings Act is not practical or prudent. The chief administrative officer (Joe Wade) will attend in person. The Council and members of the public may continue to attend the meeting virtually via Zoom as attendance in the board room is not feasible. **Zoom meeting participation instructions are available at the bottom of this agenda.** Public comment may be emailed to Deputy Clerk Karen Schultheis kschultheis@prospect-heights.org at least two hours prior to the scheduled meeting. Said email will be read by a representative of the Council at said meeting or otherwise placed into the record.

IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS AND ORDINANCES OF THE CITY OF PROSPECT HEIGHTS, NOTICE IS HEREBY GIVEN THAT

**THE CITY COUNCIL WORKSHOP TELECONFERENCE MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, MARCH 8, 2021 AT 6:30 P.M.**

MAYOR NICHOLAS J. HELMER PRESIDING

**THIS MEETING WILL BE RECORDED AND AVAILABLE ON THE CITY'S WEBSITE
ATTENDEES WHO WISH TO SPEAK ON AGENDA OR NON-AGENDA ITEMS WILL BE PROVIDED
AN OPPORTUNITY DURING THE TELECONFERENCE.**

THERE IS A FIVE MINUTE TIME LIMIT FOR SPEAKERS.

**DURING WHICH TELECONFERENCE MEETING IT IS ANTICIPATED THERE WILL BE
DISCUSSION AND CONSIDERATION OF AND, IF SO DETERMINED, ACTION UPON
THE MATTERS CONTAINED IN THE FOLLOWING:**

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - A. February 22, 2021 City Council Regular Teleconference Meeting Minutes**
- 3. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**
- 4. PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*)**

(Citizens are asked to identify the agenda item they would like to address and will be provided the opportunity to speak to the issue after its presentation and before City Council action)
- 5. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**
 - A. FY2021-22 Budget Presentation by Finance Director Cheri Graefen (General Fund Overview of Revenues and Expenditures, Police Department and Building and Zoning, Public Works, Finance, Legal, Administration and Engineering Department Highlights)**

This meeting will be recorded and made available on the City's Website

6. CONSENT AGENDA - All items listed on the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the general order of business and considered after all other Agenda items.

A. R-21-10 Staff Memo and Resolution Approving a Contract with M.E. Simpson Co. for Water System Loss/Leak Survey on City Owned Water Mains

B. R-21-11 Staff Memo and Resolution Approving the Renewal of a Services Agreement Between the City of Prospect Heights and RedSpeed Illinois for Operation of the Red Light Camera at Palatine and Milwaukee Avenue

C. R-21-12 Resolution Waiving Attorney-Client Privilege on a Limited Basis

7. OLD BUSINESS

No Old Business

8. NEW BUSINESS

No New Business

9. DISCUSSION TOPICS FOR THIS MEETING:

10. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$103,295.19
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$0.00
Tourism District	\$62.76
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$0.00
Solid Waste Fund	\$23,118.89
Special Service Area #1	\$0.00
Special Service Area #2	\$0.00
Special Service Area #3	\$0.00
Special Service Area #4	\$0.00
Special Service Area #5	\$0.00

Special Service Area #8 – Levee Wall #37	\$79.00
Special Service Area-Constr #6 (Water Main)	\$0.00
Special Service Area- Debt #6	\$0.00
Capital Improvements	\$6,104.00
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$3,194.74
Parking Fund	\$212.91
Sanitary Sewer Fund	\$0.00
<u>Road/Building Bond Escrow</u>	<u>\$840.00</u>
TOTAL	\$136,907.49
<u>Wire Payments</u>	
2/26/2021 PAYROLL POSTING	\$164,480.88
IPPFA RETIREMENT HEALTH CARE FUNDING	<u>\$8,661.83</u>
TOTAL WARRANT	\$310,050.20

11. **PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*)**
12. **EXECUTIVE SESSION**
13. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**
14. **ADJOURNMENT**

MEETING PARTICIPATION INSTRUCTIONS:

ZOOM Meeting Tips

- **Join early** – up to 10 minutes before the meeting start time
- Find a **quiet space without background noise**
- If using a Computer that has a microphone turned **ON**, please disable the microphone if calling in via telephone. Using **BOTH** the computer microphone and telephone will cause feedback and you will be muted or removed from the meeting if necessary.

This meeting will be recorded and made available on the City's Website

- **When calling in by telephone**, please mute your voice using *6 when not talking. The *6 code will mute and unmute your voice on a phone line.
- **Please wait** for your opportunity to speak to **avoid talking over** other participants.
- If using the video camera feature, **please remember you are on camera!**

FOR VIDEO PARTICIPATION

Join by Cell Phone, Tablet, or Computer: <https://us02web.zoom.us/j/82388831758>
Meeting ID: **823 8883 1758**

How to Use Video Feature for ZOOM

Testing your video before a meeting

1. Sign in to the Zoom
2. Click on your profile picture, then click **Settings**
3. Click the **Video** tab
4. You will see a preview video from the camera that is currently selected; you can choose a different camera if another one is available.

Testing your video while in a meeting

1. Click the arrow next to **Start Video / Stop Video in bottom left corner of screen.**
2. Select **Video Settings** - Zoom will display your camera's video and [settings](#).
3. If you don't see your camera's video, click the drop-down menu and select another camera.

[How to rotate your camera if needed](#)

FOR AUDIO ONLY PARTICIPATION

Join by Phone: 1-312-626-6799
Meeting ID: **823 8883 1758**

Join by One tap mobile: +13126266799,,82388831758#

Please use your legal name. Any use of inappropriate names may result in ejection from the meeting. The meeting will open 10 minutes before the posted start time. Please join the meeting at least 5 minutes prior to start of meeting. Participants are automatically muted. Members of the public wishing to speak during “Public Comment”, will then be unmuted to speak. Items for Public Comment may also be emailed to kschultheis@prospect-heights.org by 4:30pm on the day of the meeting to be read at the meeting.

Posted by 5:00 PM, March 4, 2021



February 27, 2021

TO: Mayor Nicholas J. Helmer, Members of City Council and Staff

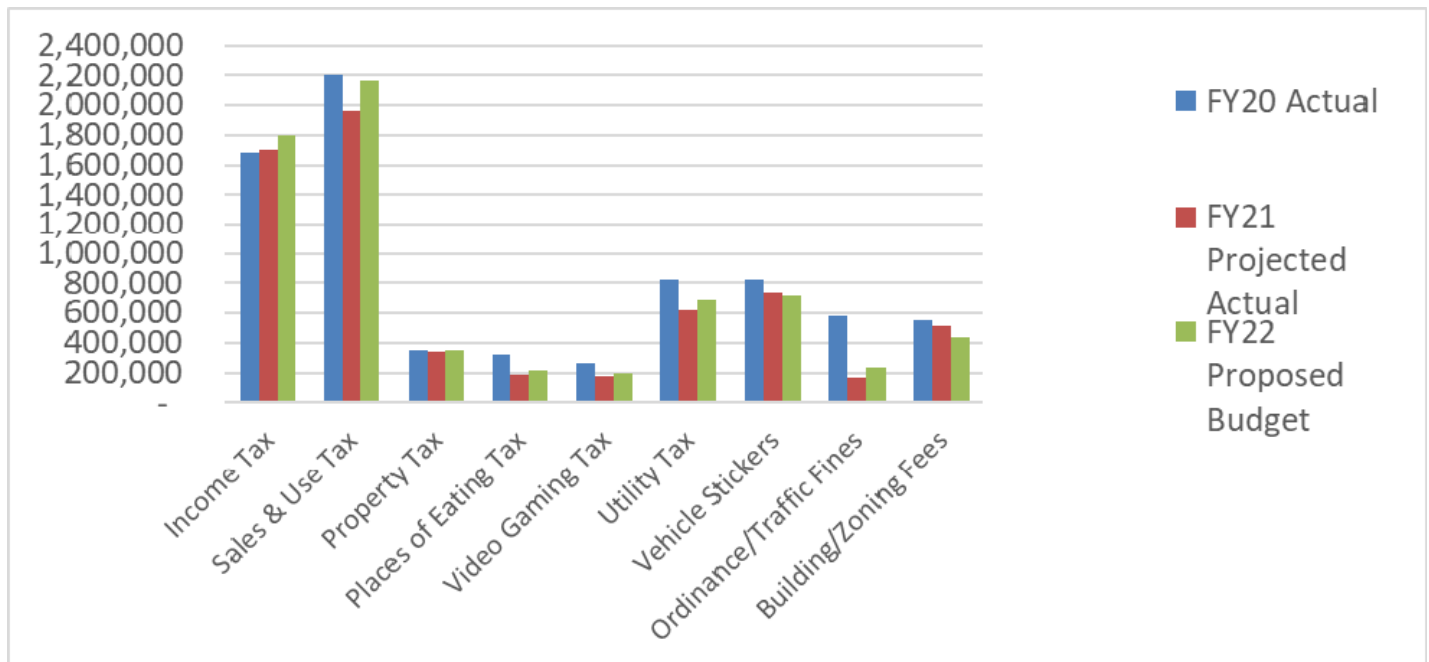
FROM: Cheri Graefen, Finance Director

RE: **FY2021-2022 City of Prospect Heights Proposed Budget Draft**

The Fiscal Year 2021-2022 budget cycle is now underway with the planned presentations to City Council on March 8th & 22nd. This year’s cycle began with an in-depth review of the proposed budget for all City funds by all departments Directors and Managers. Staff reviewed all revenue and expenditure items giving consideration to the current status and estimated impacts related to the COVID-19 pandemic as other economic factors.

The following analysis provides a brief overview of the significant changes from last year for the City’s General Fund:

General Fund Revenue Comparison



General Fund – Major Revenue Items:

Income Tax – The City experienced strong collections during FY20 which exceeded budget by approximately \$400k. After a conservative budget, FY21 budget reflects a return to pre-pandemic level of \$1.8MM.

Sales and Use Tax – For FY21, our revenue was just slightly under the previous year despite the impact of COVID 19. Given the requirement for online out of state retailers assessing sales/use tax on purchases within the State and the significant increase in online shopping, the proposed FY22 budget is \$2.1MM consistent with that of FY20 (\$2.2MM).

Property Tax – There was no significant fluctuation in the revenue received in FY21 vs. that of FY20. As such, we have proposed a budget of \$350k which is consistent with historical data.

Places of Eating Tax – We anticipate that seating restrictions at our local restaurants will be removed shortly and as such, will return to full capacity seating. FY22 proposed budget of \$210k reflects the gradual increase in seating capacity.

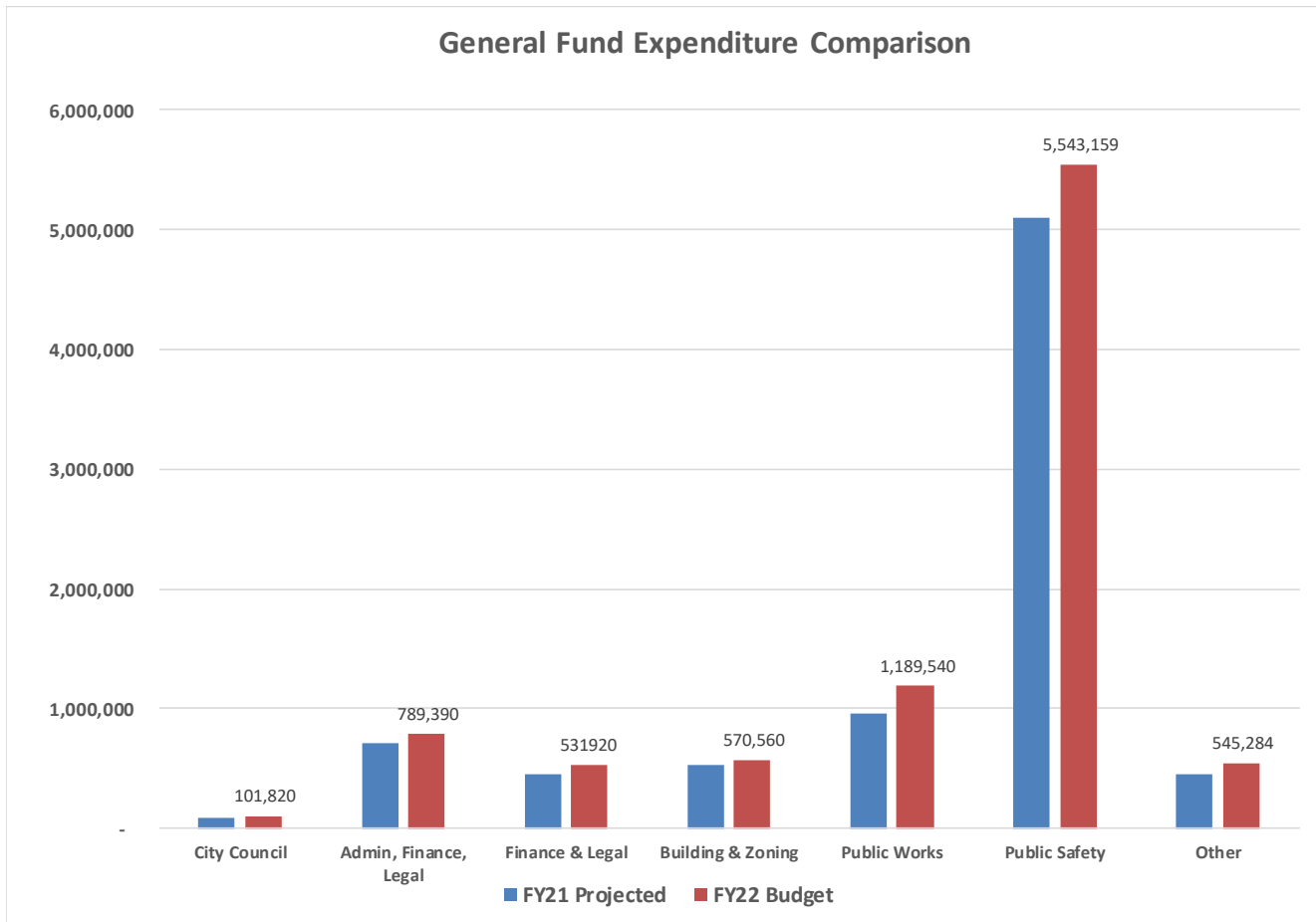
Video Gaming Tax – Actual receipts for FY21 are estimated to be \$180k with FY22 proposed budget of \$200k. Collections in this category continue to increase each month as gaming machines have reopened in most establishments.

Utility Taxes – Receipts have decreased since FY20 by approximately \$100k. This reduction is reflected in the proposed budget of \$690k vs. FY20 revenue of \$740k.

Vehicle Stickers – Resident compliance with the City's requirement to purchase vehicle stickers has increased significantly. With the annual \$1 increase to the cost of a sticker, the FY22 proposed budget of \$515k is consistent with prior years.

Ordinance/Traffic Fines – Revenue in this category has decreased in the past two year due to reduction in tickets issued for No City Sticker and Redlight Camera tickets. The camera was not operational for most of FY21 though was returned to service in January 2021. FY22 budget is \$235k.

Building/Zoning Fees – FY22 Budget of \$434k is slightly lower than FY21 due to the timing of various projects.



General Fund – Major Expenditure Items:

City Council – Expenditures proposed for FY22 remain consistent with prior year. Special events budget increased by \$10k from FY21 with the anticipation of the July 4th event to be held in the summer of 2021.

Administration – FY22 proposed budget includes an increase of \$20k in Professional Services for engineering costs related to FY22 capital projects as well as standard increases for insurance, wages and utility costs.

Finance & Legal – Legal fees budgeted for FY22 are \$335k which represents an increase over FY21 of \$129k. This amount relates to anticipated work for Prospect Pointe/Muir Park TIF, increased adjudication hearings and Police officer and sergeant contract negotiations scheduled for FY22.

Building & Zoning – Overall department expenses have increased slightly by \$40k.

Public Works – Departmental expenses were significantly curtailed in FY21 in order to monitor cash flow impact from COVID 19 restrictions. FY22 budget reflects an increase of \$75k for Professional Services related to needed repairs and maintenance for buildings, streets, drains and City vehicles. Additionally, \$30k increase included for Ice Control equipment and rock salt costs as the inventory of salt was depleted in FY21.

Public Safety – The major increase in cost for this department is for the Pension contribution totaling \$1.2MM for FY22 as calculated by the City’s actuary. FY21 contribution total was \$1.0MM. In addition, health insurance costs have increased \$28k and wages are increased by \$110k.

Other Fund Highlights:

MFT Fund – In FY21, revenue exceeded budget by \$357k due to the Rebuild Illinois grant received. We anticipate receipt of \$357k in FY22 as well. Expenditures budgeted include \$268k for construction and construction engineering for the Schoenbeck Sidewalk project.

Tourism Fund – We have had a significant decrease in revenue from the Tourism District in FY21. As such, based on the calculation requirements in the original ordinance, the City’s reimbursement for Police Services for FY22 has decreased from \$168k to \$3k. Expenditures are kept to a minimum and no grant distributions have been budgeted.

DEA Fund – The FY22 budget includes \$180k in equipment costs which include 2 new squad cars (\$90k each) as well as in-car dashboard cameras to be installed in 10 squad cars (\$90k).

Capital Improvements – The FY22-26 Capital Improvement plan includes expenditures of \$3.4MM mainly for drainage improvements. The most significant project is for Arlington Countryside construction and construction engineering. The City has secured grant funding from both State and local government totaling approximately \$670k and will continue to seek out additional awards as available.

Water Fund – The water rate for FY22 reflects a 1% increase from \$53.99/1000 gallons to \$54.55/1000 gallons with the following breakdown:

<u>Rate components:</u>		<u>FY2022</u>	<u>FY2021</u>
Delivery	monthly	30.20	30.17
Infrastructure	monthly	12.00	11.47
Debt Service	monthly	5.84	5.84
Water Sales	per 1000 gals	6.51	6.51
		54.55	53.99

Parking Fund – Revenue in the Parking Fund has dropped significantly requiring a transfer from the General Fund for parking lot operations totaling \$105k. This amount represents an increase of approx. \$45k over prior years.

Sewer Fund – Sewer system improvements and maintenance are included in the FY22 budget totaling \$420k. This represents the continuation of sewer repairs based on the televising analysis performed in FY20 and FY21.

FY22 Proposed Budget Summary and Impact on Fund Balance:

CITY OF PROSPECT HEIGHTS								
FUND BALANCE PROJECTION								
FY 2021-2022		Ending Fund Balance		Projected Fund Balance	Preliminary Budget FY 21-22			Projected Fund Balance
		04/30/20	FY21 Net Revenue (Expense)	04/30/21	Revenue	Expense	Net Revenue (Expense)	04/30/22
General Fund								
General Fund		11,043,737	(163,372)	10,880,365	8,713,400	9,271,673	(558,273)	10,322,092
Special Revenue Funds								
Motor Fuel Tax		2,451,454	907,111	3,358,565	967,611	320,000	647,611	4,006,176
Palatine/Milwaukee TIF		1,772,420	1,028,839	2,801,259	-	13,570	(13,570)	2,787,689
Tourism District		39,518	(166,570)	(127,052)	156,000	156,000	-	(127,052)
DEA Seizure		533,683	(107,350)	426,333	100	253,000	(252,900)	173,433
Solid Waste		163,892	25,100	188,992	456,000	460,000	(4,000)	184,992
Palatine Road TIF		624,993	64,989	689,982	80,000	12,570	67,430	757,412
SSA #1		(108,064)	2	(108,062)	-	-	-	(108,062)
SSA #2		29,627	8	29,635	-	29,000	(29,000)	635
SSA #3		326,537	51	326,588	-	320,000	(320,000)	6,588
SSA #4		29,500	7	29,507	-	29,000	(29,000)	507
SSA #5		136,007	10,050	146,057	27,300	12,700	14,600	160,657
SSA #8		426,850	90,950	517,800	140,000	21,700	118,300	636,100
Capital Project Fund								
Capital Improvements		6,038,196	(365,000)	5,673,196	-	3,425,640	(3,425,640)	2,247,556
Debt Service Funds								
Road Construction		876,774	(181,862)	694,912	1,314,660	1,316,860	(2,200)	692,712
SSA #6 Construction		191,770	(13,190)	178,580	219,570	219,500	70	178,650
Enterprise Funds								
Water		5,190,803	135,614	5,326,417	895,000	884,437	10,563	5,336,980
Sanitary Sewer		1,896,459	360,659	2,257,118	806,000	670,034	135,966	2,393,084
Parking		159,088	(55,800)	103,288	115,000	112,750	2,250	105,538
Fiduciary Fund								
Police Pension		17,286,377	1,438,000	18,724,377	2,356,354	1,273,300	1,083,054	19,807,431
		49,109,621	3,008,236	52,117,857	16,246,995	18,801,734	(2,554,739)	49,563,118

Fund Balance Summary

Projected total ending fund balances noted above have decreased from FY21 to FY22 due mainly to the expenditures in the Capital Improvements Fund (\$3.4MM). It is important to note, however, that the General Fund ending balance remains strong and includes sufficient funds for the City's emergency fund. Despite the reduced revenue in FY21 due to COVID pandemic, the emergency fund (\$3.2MM) was untouched. Further details/discussion will take place during the March 8th Council workshop.

Budget Workshop Presentations –

March 8, 2021 – Revenues and all General Fund Departments including Public Safety, Community Development, Public Works, Administration and Finance/Legal and the FY22-26 Capital Improvement Plan.

March 22, 2021 – Other Funds including Tourism, MFT, Water, Sewer, Special Service Areas, Solid Waste, Debt Service and Police Pension Funds.

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
01-105-3000	REAL ESTATE TAXES	349,518	167,169	340,000	396,300	350,000	(46,300)	Based on Police Pension Tax Levy
01-105-3005	USE TAX	562,074	582,678	600,000	432,750	630,000	197,250	Based on IML's projections for FY21/22
01-105-3006	NON-HOME RULE SALES TAX	295,752	236,519	260,000	236,250	285,000	48,750	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3010	UTILITY - ELECTRIC	375,645	283,794	350,000	385,000	360,000	(25,000)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3011	UTILITY - NATURAL GAS	168,535	103,491	110,000	170,000	150,000	(20,000)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3012	UTILITY- TELEPHONE	196,915	145,988	160,000	210,000	180,000	(30,000)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3030	ROAD & BRIDGE TAXES	33,831	12,054	25,000	28,000	25,000	(3,000)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3040	RENTAL CAR TAXES	14,808	14,821	15,000	13,875	15,000	1,125	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3050	PLACES FOR EATING TAX	296,949	177,058	185,000	232,500	210,000	(22,500)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3060	HANDLE TAX - OTB	143,565	100,313	105,000	110,250	100,000	(10,250)	Based on historical trends - adjusted for COVID-19 projected impact and recovery
01-105-3064	CANNABIS TAX	-	9,309	15,000	-	700,000	700,000	Based on retailer projections and IML's projections for FY21/22
01-105-3065	VIDEO GAMING TAX	271,535	117,692	180,000	225,000	200,000	(25,000)	Based on historical trends - reduced by 10% for COVID-19 projected impact
01-105-3066	PULL TAB AND CHARITABLE GAMING TAX	7,228	-	7,000	7,500	6,000	(1,500)	Annual distribution for gaming and pull tab tax
01-105-3070	AMUSEMENT TAX	324	388	388	1,000	500	(500)	
01-110-3100	INCOME TAXES	1,602,006	1,537,708	1,700,000	1,280,250	1,800,000	519,750	Based on IML's projections for FY21/22
01-110-3101	PERSONAL PROPERTY REPLACE TAX	6,162	3,121	3,500	6,000	4,000	(2,000)	Based on IML's projections for FY21/22
01-110-3110	SALES TAXES	1,348,178	965,133	1,100,000	870,000	1,250,000	380,000	Budgeted 2% increase ,reduced by 25% for COVID-19 projected impact
01-110-3111	GLENVIEW SHARED REVENUE	20,616	60,177	60,177	22,500	50,000	27,500	Adjusted based on last years collections
01-110-3113	AIRPORT SHARING REVENUE	-	3,000	-	-	-	-	
01-115-3200	GRANT REVENUE		352,231	352,231	-	-	-	CARES Act funding in PY, CY not yet determined
01-115-3201	GRANT - COOK COUNTY CENSUS		10,900	10,900	10,800	-	(10,800)	
01-115-3210	GRANT - COOK COUNTY CENSUS		-	-	-	-	-	
01-115-3213	GRANT - STEP	8,371	4,225	4,225	12,000	5,000	(7,000)	STEP Grant for OT salary reimbursement from State, reduction in overall hours
01-115-3215	GRANT-IPFR SAFETY GRANT	-	5,786	5,786	-	-	-	
01-115-3244	GRANT - JAG NON-STIMULUS	5,749	9,939	9,939	-	-	-	
01-115-3245	GRANT - COPS GRANT	-	-	-	-	32,000	32,000	COPS grant for new officer salary reimbursement \$125k (\$63k FY21, \$32k FY22, \$30k in FY23)
01-115-3246	GRANT-POLICE EQUIPMENT	2,028	-	-	3,000	3,000	-	Grant from Dept of Justice - Bullet Proof Vest Program
01-115-3247	GRANT - POLICE TOBACCO	1,870	(896)	(896)	3,000	3,000	-	Annual Tobacco Grant award
01-120-3300	VEHICLE STICKERS	490,754	403,164	675,000	725,000	675,000	(50,000)	Includes increase of \$1 fo FY22
01-120-3310	VEH. STICKERS SENIORS	30,969	23,129	30,000	35,000	25,000	(10,000)	Based on historical declining trend due to increased compliance
01-120-3320	VEH. STICKERS LATE FEES	14,129	31,331	35,000	15,000	15,000	-	Based on historical declining trend due to increased compliance
01-120-3321	VEH. STICKERS TRANSFERS	930	174	200	1,500	200	(1,300)	Based on historical data/trend
01-120-3342	LICENSES - ANIMALS	9,272	6,472	7,000	10,500	9,000	(1,500)	Based on historical data/trend
01-120-3343	LICENSES - LIQUOR	97,320	52,375	75,000	90,000	65,000	(25,000)	Includes budget of \$65k for FY21
01-120-3344	LICENSES - BUSINESS	58,878	29,966	50,000	50,000	40,000	(10,000)	Includes budget of \$40k for FY22
01-120-3345	LICENSES - COIN OPERATED	-	110	150	-	150	150	Based on prior year experience with minimal growth anticipated due to COVID1-9 projected impact
01-120-3346	LICENSES - CONTRACTORS	35,432	31,400	35,000	30,000	35,000	5,000	Based on prior year experience with minimal growth anticipated due to COVID1-9 projected impact
01-120-3348	LICENSE - AGREEMENTS	15,960	15,071	18,000	20,000	20,000	-	Includes \$1k per month from Life Storage and \$600/month from Everclean

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
01-125-3350	CABLE FRANCHISE FEES	214,231	111,953	180,000	220,000	180,000	(40,000)	Based on historical data/trend
01-125-3351	CABLE FRANCHISE FEES-PEG FEES	15,332	7,744	10,000	12,000	12,000	-	Based on historical data/trend
01-125-3355	SOLID WASTE FRANCHISE FEES	101,060	80,440	95,000	95,000	96,000	1,000	Includes franchise and commercial fees from current vendor of approx \$8k per month
01-125-3360	NATURAL GAS FRANCHISE FEES	21,158	-	21,000	21,000	21,000	-	Consistent with historical data, received in 4Q of fiscal year
01-130-3400	BUILDING PERMITS	451,749	254,323	275,000	142,500	175,000	32,500	Increase over projection due to 6 new SFH, New US Customs building and major remodeling projects. COVID will negatively impact permits in FY22, Revenue could be increased if Lexington Project is approved and permitted in FY22, not budgeted.
01-130-3402	PUBLIC HEARING FEES	5,518	4,700	5,000	2,500	2,500	-	6 variances @ \$150, 4 special use permits@ \$400, 1 Text amendment
01-130-3403	ELEVATOR INSPECTION FEE	6,000	3,000	4,000	5,000	5,000	-	50 elevators x \$100 each annual inspection
01-130-3404	CERT. OF OCC. INSPECTION FEES	11,150	1,175	2,000	1,500	1,200	(300)	Reduction due River Trails completion
01-130-3405	HEALTH INSPECTION FEE	40	-	-	300	300	-	6 reinspections @ \$50 each, May be impacted due to COVID restrictions
01-130-3406	COMMERCIAL INSPECTION FEE	8,882	4,700	6,000	9,150	9,150	-	175 @ \$40 and 50 @ \$25, Increase in FY21 due to carry over from COVID delayed payments
01-130-3407	ENGINEERING PERMIT FEES	30,729	8,176	10,000	10,000	8,000	(2,000)	Miscellaneous Engineering permit/review/insp. fees. If Lexington proceeds revenue will increase.
01-130-3408	VACANT FORECLOSURE REGISTRATIONS	8,420	6,825	8,000	10,000	7,900	(2,100)	Fee will be stagnant due to prohibitions on foreclosures by Federal Govt due COVID
01-130-3410	BUILDING RE-INSP. FEE	-	1,275	2,000	500	500	-	10 @ \$50. Fee spike in FY21 due to contractors failing inspections
01-130-3411	RENTAL INSPECTION FEE	213,425	104,250	200,000	225,625	225,000	(625)	1804 Licenses and inspections x \$125. FY21 increase due to FY20 carry-over from COVID ext. payments
01-140-3500	TRAFFIC FINES	131,778	63,790	75,000	175,000	125,000	(50,000)	PY redlight camera out Aug 2020 back in service Jan 2021, reduced traffic due to working remotely
01-140-3505	ORDINANCE & PARKING FINES	192,519	90,442	95,000	300,000	110,000	(190,000)	Fewer vehicle sticker tickets due to increased compliance and change in cell phone tickets to be moving violations and go thru the State plus State deferral for expired plates prevents probable cause for traffic stops
01-140-3510	LIQUOR FINES	-	-	-	1,000	-	(1,000)	One time fines for local business
01-140-3515	ADMINISTRATIVE TOW FEE	49,500	21,000	25,000	55,000	30,000	(25,000)	Less arrests due to reduced traffic, fewer DUI tows with COVID restrictions
01-140-3520	DUI ASSESSMENTS	9,093	770	1,000	10,000	5,000	(5,000)	Less traffic due to COVID restrictions
01-140-3525	POLICE ALARM LICENSES & FEES	12,320	7,800	8,000	11,000	11,000	-	Estimated revenue to be flat based on historical performance
01-145-3550	POLICE REVENUE-NARCOTICS	-	-	-	2,000	2,000	-	Estimated reimbursement from State for DUI enforcement
01-145-3551	POLICE REVENUE-TASK FORCE	25,951	763	1,000	12,000	18,000	6,000	Reimbursement from State for Task Force Overtime
01-145-3552	POLICE REV-ABANDENED PROP EVID	-	-	-	-	-	-	DO NOT USE
01-145-3553	POLICE REVENUE-SPECIAL DETAILS	46,663	12,740	13,000	42,000	25,000	(17,000)	Includes reimbursements from various City establishments including PABCOR, Home Bar, Rocky V, Bridge Church, Olive Tree Church, reduced for COVID anticipated restrictions
01-145-3554	POLICE REVENUE - GAMING TAX	-	-	-	-	-	-	DO NOT USE
01-145-3555	POLICE REVENUE - SEIZED ASSETS	27,677	1,095	2,500	5,000	2,500	(2,500)	Consistent with prior year
01-145-3745	PUBLIC SAFETY REIMBURSABLE FEE	-	250	500	1,500	1,500	-	Reimbursement from Illinois Public Risk Fund for safety equipment
01-150-3613	CVB/TOURISM SERVICE CHARGE	85,000	60,000	60,000	60,000	60,000	-	Consistent with prior year
01-150-3617	SOLID WASTE SERVICE CHARGE	100,000	74,997	100,000	100,000	100,000	-	Consistent with prior year
01-155-3700	EMPLOYEE SALARY REIMBURSEMENT	65,004	5,877	8,000	60,000	30,000	(30,000)	Per detailed analysis - 6 crossing guards at 20 hrs/wk for portion of year
01-155-3702	EMPLOYEE INS. REIMBURSEMENT	54,866	43,698	50,000	56,000	62,000	6,000	Employee copays are based on 10% based on current health insurance rates
01-155-3703	RETIREE HEALTH INS REIMBURSE	40,854	35,980	50,000	50,000	42,000	(8,000)	Retiree reimbursements are based on 100% of current health insurance premiums
01-155-3720	FIRE DISTRICT GAS REIMB.	5,148	2,952	4,500	6,600	6,600	-	Consistent with last year based on actual usage

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
01-155-3730	INSURANCE REIMBURSEMENTS	45,972	8,217	9,000	10,000	10,000	-	Consistent with last year based on actual usage
01-155-3741	BUILDING & ENG DEPT REIMB FEES	1,440	1,480	1,500	1,500	1,500	-	Consistent with prior year
01-160-3800	INTEREST INCOME	41,563	3,815	10,000	70,000	10,000	(60,000)	Conservative estimate based on current market fluctuations
01-160-3801	INTEREST INCOME - IL FUNDS	113,517	10,850	15,000	80,000	15,000	(65,000)	Conservative estimate based on current market fluctuatoins
01-160-3802	INTEREST INCOME - PMA	20,000	3,407	6,000	30,000	6,000	(24,000)	Conservative estimate based on current market fluctuations
01-160-3803	REALIZED/UNREALIZED G/L-PMA	40,519	41,608	50,000	-	25,000	25,000	Conservative estimate based on current market fluctuations
01-160-3810	NEWSLETTER ADVERTISING	1,850	5,045	5,500	2,000	3,500	1,500	Conservative estimate based on current market for consumer discretionary spending
01-160-3811	BUS SHELTERS AD REVENUE	3,305	-	-	3,000	-	(3,000)	Consistent with prior year
01-160-3815	SPONSORSHIP & CONTRIBUTIONS	8,052	7,020	8,000	8,000	8,000	-	General contributions to the City
01-160-3820	SALE OF CITY PROPERTY	178,261	-	-	6,000	-	(6,000)	No anticipated sales in FY22
01-160-3830	GASOLINE REBATE	2,689	-	1,000	1,000	1,000	-	Consistent with prior year
01-160-3840	AIRPORT MEETING FEES	3,010	5	3,000	3,000	3,000	-	Consistent with prior year
01-160-3899	MISCELLANEOUS INCOME	93,059	8,572	9,000	15,000	10,000	(5,000)	Based on historical data
01-200-3990	INTERFUND TRANSFERS	267,000	126,525	168,700	168,700	3,400	(165,300)	Police reimbursement from Tourism District, reduction due to reduced collections
General	FUND 01 REVENUE	9,219,606	6,723,045	8,121,799	7,733,350	8,713,400	980,050	
DEPT 310 - CITY COUNCIL EXPENDITURES								
01-310-4000	WAGES	29,335	22,150	25,000	30,400	32,200	1,800	City Council and PT NRC intern
01-310-4200	SOCIAL SECURITY	1,690	1,225	1,600	2,000	2,000	-	Based on budgeted wages at 6.2%
01-310-4210	MEDICARE	395	286	400	500	500	-	Based on budgeted wages at 1.45%
01-310-5100	PROFESSIONAL SERVICES	-	76	-	1,000	-	(1,000)	
01-310-5300	ALDERMANIC EXPENSES	5,351	2,117	2,500	4,300	3,500	(800)	Reimbursement for Council expenses (Mayor's breakfast, etc...)
01-310-5310	MEMBERSHIPS	9,541	9,501	10,000	12,600	12,000	(600)	NWMC, Metropolitan Mayors Caucus, IML, Chgo Metro Agency for planning, Pension Fairness coalition
01-310-5330	TRAINING	-	-	-	400	500	100	Consistent with prior year, prior year events cancelled due to COVID restrictions
01-310-5950	SPECIAL EVENTS	35,980	21,508	25,000	49,000	35,000	(14,000)	July 4th event (20 K), Block Party 10K , Other City Events 5K
01-310-5960	NRC OPERATIONS	3,718	3,150	4,150	4,150	4,120	(30)	NRC 2021/2022 expenses including soil, supplies and other operating supplies
01-310-7020	EQUIPMENT	18,502	16,264	18,000	20,945	12,000	(8,945)	Includes 2 desktops, annual licenses, new server and phone system upgrade
01-310-7025	SOFTWARE	2,592	-	-	-	-	-	
DEPT 310	TOTAL CITY COUNCIL	107,103	76,277	86,650	125,295	101,820	(23,475)	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
DEPT 320 - ADMINISTRATION DEPARTMENT EXPENDITURES								
01-320-4000	WAGES	333,224	284,605	350,000	401,000	345,000	(56,000)	Per analysis of salaries and benefits projected for FY21-22
01-320-4003	WAGES - PART-TIME	34,618	7,883	9,500	5,000	22,500	17,500	Includes PT AV Technician
01-320-4010	OVERTIME	-	-	-	-	-	-	
01-320-4100	HEALTH INSURANCE	20,457	15,971	20,000	40,000	22,000	(18,000)	Based on current premiums for administration staff
01-320-4110	LIFE INSURANCE	272	430	500	360	400	40	Based on current premiums for administration staff
01-320-4200	SOCIAL SECURITY	20,960	15,134	21,000	24,000	24,000	-	Based on budgeted wages at 6.2%
01-320-4210	MEDICARE	5,290	4,214	5,000	5,900	5,900	-	Based on budgeted wages at 1.45%
01-320-4220	IMRF	37,925	37,932	55,000	55,000	55,000	-	Represents decrease in employer IMRF rate of approximately 2%
01-320-5100	PROF SERVICES	8,234	7,058	12,500	12,500	15,500	3,000	Flex spending (\$2k), HRA (1.5k), Newsletter (\$2k), Sterling Codifiers (\$5), Marquee maintenance (\$3k), Miscellaneous (\$2k)
01-320-5105	PROF SERVICES-ENGR	71,162	16,612	40,000	60,000	60,000	-	Estimate for City engineer - office hrs (6 hrs/wk)
01-320-5106	PROF SERVICES - GIS	22,639	21,589	25,000	15,000	20,000	5,000	Estimate per City engineer - 16 hrs/month
01-320-5107	PROF SERVICES - REIMBURSEABLE	1,503	2,679	5,000	-	5,000	5,000	Estimate per City engineer - 4 hrs/month
01-320-5130	COMPUTER CONSULTANT	44,788	44,463	48,000	48,000	48,000	-	Monthly cost of approx \$4/month
01-320-5200	POSTAGE	12,673	9,640	8,000	12,000	12,000	-	Postage meter \$6k/yr, \$4k vehicle sticker mailing, advantage \$1k/qtr newsletter, unplanned mailing
01-320-5220	PHOTOCOPY	(202)	7,987	7,500	12,000	12,000	-	DeLage lower fees due to recent contract
01-320-5221	PRINTING	12,151	12,914	14,000	17,000	17,000	-	Advantage (\$2k ea qtrly newsletter); Rydin (vehicle sticker decals), unplanned mailing
01-320-5222	LEGAL NOTICES	1,304	869	1,000	2,000	2,000	-	Daily Herald, Paddock publications and Journal & Topics
01-320-5230	WEBSITE	7,096	7,450	8,000	7,200	7,200	-	Annual Civic website maintenance fee
01-320-5310	MEMBERSHIPS	2,870	1,986	2,000	2,500	2,500	-	Cititech Municipal Clerks of Illinois, ICMA IL City county Management
01-320-5330	TRAINING	13	-	-	3,500	3,500	-	ICMA conference and other
01-320-5410	UTILITIES	54,111	37,703	50,000	65,000	60,000	(5,000)	Includes AT&T/Verizon, NICOR, Xtivity, IL American Water and ComEd
01-320-5430	CREDIT CARD & BANK CHARGES	16,178	9,238	9,000	11,000	11,000	-	Fees for online payment system
01-320-5500	LIABILITY INSURANCE	36,878	43,670	8,000	8,000	18,490	10,490	Reallocation of City's premiums plus stand alone Crime premium (\$2k)
01-320-5501	INSURANCE DEDUCTIBLES	3,165	-	-	2,500	2,500	-	1 claim at \$2500 ea
01-320-5530	WORKERS COMP INSURANCE	3,323	3,535	3,100	-	3,100	3,100	Allocation of City's premiums
01-320-5700	OFFICE SUPPLIES	9,512	7,374	7,500	8,000	8,000	-	Estimate based on CY actuals
01-320-5710	OPERATING SUPPLIES	878	60	100	1,000	500	(500)	Consistent with prior year
01-320-5721	SIGNS	-	-	-	-	-	-	
01-320-5751	GASOLINE	13	-	-	300	300	-	Consistent with prior year
01-320-5820	PUBLICATIONS	-	39	50	-	-	-	
01-320-5951	EMPLOYEE RECOGNITION	-	-	-	350	-	(350)	
01-320-5990	COVID-19 EXPENSES	42	158	200	-	-	-	
01-320-7011	IMPROVEMENTS	-	-	-	-	-	-	
01-320-7020	EQUIPMENT	3,483	-	-	6,000	6,000	-	Includes new server, license renewals, battery backup system and phone system upgrade
01-320-7025	SOFTWARE	3,442	-	-	-	-	-	
DEPT 320	TOTAL ADMINISTRATION	768,002	601,193	709,950	825,110	789,390	(35,720)	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
DEPT 322 - FINANCE DEPARTMENT EXPENDITURES								
01-322-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-	
01-322-5101	AUDIT	16,200	16,220	16,220	15,400	12,920	(2,480)	Annual Audit - Eder Casella
01-322-5102	FINANCIAL SERVICES	171,569	120,145	160,000	160,000	123,000	(37,000)	Based on allocation of Financial Services costs
01-322-5310	MEMBERSHIPS	190	190	250	1,000	1,000	-	GFOA dues, Certificate of Excellence program
01-322-5540	PAYROLL SERVICE FEES	-	-	-	-	-	-	
01-322-5541	ACCTING SERVICE FEES	5,488	10,350	8,000	7,500	8,000	500	Annual support and enhancements for existing software
DEPT 322	TOTAL FINANCE	193,447	146,905	184,470	183,900	144,920	(38,980)	
DEPT 324 - LEGAL DEPARTMENT EXPENDITURES								
01-324-5120	CITY ATTORNEY (TRESSLER)	236,203	222,513	240,000	240,000	300,000	60,000	General support, contract language, agreements and Prospect Pointe/Muir Park TIF
01-324-5121	HOUSING ATTORNEY (KARM)	-	-	-	-	-	-	
01-324-5122	CITY PROSECUTOR (KARM&LA MANTIA)	37,515	12,000	24,000	42,000	42,000	-	\$2750k per month (Attorney & court reporter), plus for adjudication for tickets
01-324-5123	LABOR ATTORNEY (ACKERMAN)	35,160	-	-	40,000	40,000	-	Police officer and sergeant contract negotiations, grievances, personnel issues etc....
01-324-5125	OUTSIDE COUNSEL (OTHER)	1,137	-	-	5,000	5,000	-	Liquor hearings, outside counsel financial opinions
DEPT 324	TOTAL LEGAL	310,015	234,513	264,000	327,000	387,000	60,000	
DEPT 340 - COMMUNITY DEVELOPMENT DEPARTMENT EXPENDITURES								
01-340-4000	WAGES	320,744	254,235	320,000	329,000	335,000	6,000	Per analysis of salaries and benefits projected for FY21-22
01-340-4010	OVERTIME	-	-	-	-	-	-	
01-340-4100	HEALTH INSURANCE	57,813	45,972	50,000	58,000	60,000	2,000	Based on current premiums for Community Development staff
01-340-4110	LIFE INSURANCE	394	296	400	400	400	-	Based on current premiums for Community Development staff
01-340-4200	SOCIAL SECURITY	19,185	15,058	20,500	20,500	21,000	500	Based on budgeted wages at 6.2%
01-340-4210	MEDICARE	4,521	3,579	4,800	4,800	5,000	200	Based on budgeted wages at 1.45%
01-340-4220	IMRF	32,009	38,885	47,000	47,500	48,000	500	Current year IMRF rate of 13.82% with projected rate for 2022 of 14.50%
01-340-5100	PROFESSIONAL SERVICES	57,302	41,849	55,000	61,800	61,800	-	Third party inspection services (elec, health, plbg, elevator, engineering non billable, etc) FY21 reduction due to COVID Restrictions. Plan for full year.
01-340-5111	BILLABLE ENGINEERING	9,529	11,123	15,000	7,500	10,000	2,500	Consistent with historical data/trends, does not include consideration of new development
01-340-5221	PRINTING	688	22	1,500	1,500	1,500	-	Inspection forms, zoning maps, business cards, placards and document scanning
01-340-5222	LEGAL NOTICES	3,461	3,114	3,000	2,000	2,000	-	Legal notices for building & zoning cases. Part of this expense is recaptured by hearing fees.
01-340-5310	MEMBERSHIPS	759	175	920	920	920	-	ICC \$125; NWBOCA \$100, IACE \$50, AACE \$100, IEDC \$420, ICSC \$100
01-340-5330	TRAINING	2,038	340	1,000	2,000	4,000	2,000	NWBOCA Fall School \$300, Code Institute \$300, ICC Certification \$400, IACE \$180, ICSC Deal Making \$400, IEDC Professional Training \$1000
01-340-5500	LIABILITY INSURANCE	593	1,185	500	1,000	1,840	840	Allocation of City's premiums
01-340-5530	WORKERS COMPENSATION INSURANCE	3,845	4,090	3,950	3,950	3,900	(50)	Allocation of City's premiums
01-340-5700	OFFICE SUPPLIES	1,371	765	2,000	3,500	3,500	-	Miscellaneous Supplies - consistent with historical data
01-340-5751	GASOLINE	2,303	855	1,000	2,000	2,000	-	Gasoline for 3 department vehicles - 8 fillups/mo x 15 gals x \$3

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01-340-5820	PUBLICATIONS	1,015	-	-	1,000	2,500	1,500	1 set 2018 ICC Code Books \$1500, Code reference books, planning journals, Real Estate journal. (Heartland Real Estate/Loopnet)
01-340-7020	EQUIPMENT	2,259	1,836	2,300	4,000	7,200	3,200	Large Format Copier/Scanner/Printer and service package; safety equipment (\$4k) plus license renewals/phone system upgrade (\$3.2k)
DEPT 340	TOTAL COMMUNITY DEVEL	519,830	423,378	528,870	551,370	570,560	19,190	
DEPT 350 - PUBLIC WORKS DEPARTMENT EXPENDITURES								
01-350-4000	WAGES	373,192	329,043	395,000	381,000	395,000	14,000	Includes 2.75% increase union wages per current contract
01-350-4001	ALLOCATED WAGES & BENEFITS	(45,000)	(33,750)	(45,000)	(45,000)	(45,000)	-	Allocated wages to Parking Fund (\$45k)
01-350-4003	WAGES - PART-TIME	13,223	12,964	17,000	14,000	14,000	-	Summer help 2 part timers at \$14/hr; 40 hrs/wk for 12 wks
01-350-4010	OVERTIME	11,214	24,688	17,000	30,000	30,000	-	30-40 events at \$1500/event- (was 40k 19/20 lowered due to event cancellation 2021) City events to be restored
01-350-4100	HEALTH INSURANCE	130,439	109,279	130,000	122,000	145,000	23,000	Based on current premiums for Public Works staff
01-350-4110	LIFE INSURANCE	537	352	500	500	500	-	Based on current premiums for Public Works staff
01-350-4200	SOCIAL SECURITY	24,625	21,917	26,000	25,000	26,000	1,000	Based on budgeted wages at 6.2%
01-350-4210	MEDICARE	5,759	5,181	6,000	6,000	6,000	-	Based on budgeted wages at 1.45%
01-350-4220	IMRF	38,727	47,556	56,000	58,900	61,000	2,100	Represents decrease in employer IMRF rate of approximately 2%
01-350-5000	BUILDING MAINTENANCE	-	-	-	-	-	-	
01-350-5020	VEHICLE MAINTENANCE	39,210	26,378	45,000	50,000	50,000	-	Regular maintenance and replacement parts on 45-50 fleet vehicles.
01-350-5031	SIGNAL MAINTENANCE	11,760	20,339	30,000	22,000	25,000	3,000	Traffic signal maintenance and repair including \$3,500 per quarter(\$14k)- OPTICOM upgrades
01-350-5100	PROFESSIONAL SERVICES	7,487	9,702	13,000	19,000	19,000	-	Outside professional services including Medical qualification testing, Julie Services 3k, employment postings, Hillcrest Lake maintenance (\$7k) and other miscellaneous evaluations/services
01-350-5103	PROF SERVICES - FORESTRY	17,175	6,294	8,000	20,000	20,000	-	Tree trimming, removal, placement, contract storm response, debris removal, tree placement, & miscellaneous forestry related expense. (was 52k 19/20- will keep at minimum level FY 21/22)
01-350-5104	PROF SERVICES - BUILDING MAIN	34,353	27,461	30,000	46,000	72,000	26,000	Cleaning services, Fire/alarm equipment testing, window cleaning, elevator service, Heating/cooling repairs, carpet cleaning/replacement, plumbing, back-flow system, locks, carpet/uniform rental. Building inspections and repairs. Non-capital expense. Parking lot repairs 25K+HVAC upgrade 2021+PD new carpet \$15k
01-350-5106	PROF SERVICES - STREETS/DRAIN	17,627	561	10,000	25,000	25,000	-	Patching/Sealing (\$12.5k), Spot paving repairs (\$12.5k) and regular ongoing street maintenance projects
01-350-5310	MEMBERSHIPS	2,296	1,667	3,000	3,500	3,500	-	Illinois Arborist, Tree City USA, Morton Arboretum, APWA, Des Plaines River Watershed Group, IPWMAN
01-350-5330	TRAINING	3,110	120	2,500	6,000	6,000	-	Forester continuing education, ASE mechanical update training, APWA Training, Fuel Tank Certification, Illinois Public Service institute program, FEMA-ISO, Snow and Ice Salt/Liquids training- increase due to two new crew members. Most canceled this FY
01-350-5410	UTILITIES/CELL PHONE/CABLE	5,866	5,382	7,000	7,000	7,000	-	PW Cell phones \$300/m, PW Data/Comcast PW \$250/m
01-350-5411	WATER AND ELECTRIC PURCHASES	12,900	9,600	12,000	11,000	12,000	1,000	Payments to Constellation Energy (4 accounts)
01-350-5421	DUMP CHARGES	2,436	241	1,000	2,000	2,000	-	Disposal of contaminated soil / sewage / spoil
01-350-5441	LICENSES	-	-	-	-	-	-	
01-350-5500	LIABILITY INSURANCE PREMIUM	45,983	77,285	26,000	34,000	27,740	(6,260)	Allocation of City's premiums plus Underground Storage Tank premium
01-350-5510	RENTAL EQUIPMENT	-	372	1,000	2,000	2,000	-	Extra chipper, emergency equipment, sidewalk grinder, trencher, generators

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
01-350-5530	WORKERS COMPENSATION INSURANCE	16,246	17,279	19,000	16,700	18,600	1,900	Allocation of City's premiums
01-350-5610	EQUIPMENT MAINTENANCE	4,778	902	4,000	5,000	5,000	-	Tools and lawnmower maintenance, aging equipment, replacement snowblower wear parts, stump grinder parts.
01-350-5620	VEHICLE PARTS	-	-	-	-	-	-	
01-350-5631	PATCH MATERIAL	-	-	-	-	-	-	
01-350-5632	ICE CONTROL MAINTENANCE	66,037	30,231	50,000	65,000	80,000	15,000	Ice Control (liquid) equipment (15k) and rock salt costs (\$65k)
01-350-5633	TRAFFIC CONTROL MATERIAL	-	-	-	-	-	-	
01-350-5634	STONE & CONCRETE	4,605	1,179	2,500	5,000	5,000	-	Sidewalk repair and replacement, curb failure, storm structure replacements, street culvert pipe, concrete, material, backfill gravel
01-350-5635	STORM SEWER & PIPE	1,464	985	1,500	4,000	4,000	-	Storm sewer pipe and infrastructure maintenance
01-350-5650	LANDSCAPE SUPPLIES	23,792	3,796	10,000	20,000	25,000	5,000	Continue Tree City USA, landscaping materials (trees-bushes-mulch-etc.)-includes FY21-22 replacement PD building landscaping
01-350-5651	LANDSCAPING SUPPLIES - NRC	-	-	-	-	-	-	
01-350-5700	OFFICE SUPPLIES	199	521	800	1,500	1,500	-	General paper, files, supplies, coffee, based upon current trends
01-350-5710	OPERATING SUPPLIES	19,843	15,134	17,000	17,500	24,000	6,500	All maintenance work required at City owned buildings except Metra- PW furniture replacement 5k (was 30k FY19/20)
01-350-5721	SIGNS	10,749	4,911	14,000	25,000	25,000	-	Delayed sign program in FY21, includes work area protection, signage upgrades to MUTCD standards as needed
01-350-5730	TOOLS	992	1,698	4,000	4,000	4,000	-	Miscellaneous rakes, shovels, power tools
01-350-5751	GASOLINE	14,453	9,860	18,000	18,000	18,000	-	Fuel expense for all PW Vehicles and equipment
01-350-5820	PUBLICATIONS	-	-	-	-	-	-	
01-350-5990	COVID-19 EXPENSES	891	1,008	2,000	-	-	-	
01-350-7011	IMPROVEMENTS - PW	26,425	21,725	22,000	25,000	40,000	15,000	Roof repair - shop area- replace 16 deteriorated skylights (1985) , reseal roof, re-insulate in areas
01-350-7020	EQUIPMENT	17,730	57	3,000	25,000	25,000	-	Cut back in FY21, for FY22, updated vehicle programmer, plate tamper, snow blowers, concrete mixer and brine tank
01-350-7021	RADIO EQUIPMENT	-	-	-	-	-	-	This account is no longer in use
01-350-7023	SAFETY EQUIPMENT	4,070	4,440	5,000	5,000	5,000	-	Consistent with prior year
01-350-7025	HARDWARE/SOFTWARE	150	877	1,500	2,500	5,700	3,200	Upgrade 2 computers; Deferred - PW management program for vehicle maintenance, material, and crew Time management software. Equipment set up, software, and contract for 8 GPS units for PW trucks for continuous improvement in our winter maintenance plowing plan. Live mapping of plowed roadways. \$1,800 per year (total \$2.5k) plus new server, license renewals and phone system upgrade (\$3.2k)
DEPT 350	TOTAL PUBLIC WORKS	965,343	817,234	965,300	1,079,100	1,189,540	110,440	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
DEPT 360 - PUBLIC SAFETY DEPARTMENT EXPENDITURES								
01-360-4000	WAGES	626,356	507,372	600,000	608,000	596,000	(12,000)	(1) Chief (1) Deputy Chief (1) Supervisor (2) Records Clerks (1) Admin Assistant (4) PT Desk Officers, 1 PT Tech services @15000, Longevity Pay , Crossing Guards 70 hours @22-27/hour x 19 pay periods reimbursed by the School District
01-360-4001	WAGES - SWORN OFFICERS	1,866,437	1,422,629	1,950,000	1,963,000	2,004,000	41,000	Reflects 2.75% salary increases for Police Officers and 2.75% increase for Sergeants
01-360-4002	WAGES - EXTRA STRAIGHT PAY	17,075	7,679	15,000	51,000	52,145	1,145	Holiday Comp sell back per contract \$40,000, Holiday Compensation while on Duty \$12,000
01-360-4004	WAGES - PART-TIME SWORN OFFCRS	92,532	54,577	100,000	120,000	120,000	-	(5) @ 36 hours per pay period scheduled additional hours as needed
01-360-4010	OVERTIME	1,408	728	3,000	3,000	3,000	-	Based on historical data
01-360-4011	OVERTIME - SWORN OFFICERS	128,524	91,786	150,000	172,000	153,000	(19,000)	Reflects 2.75% salary increases plus Church details
01-360-4100	HEALTH INSURANCE	474,139	372,904	420,000	452,000	480,000	28,000	24 covered in PY, 22 in CY plus coverage changes
01-360-4110	LIFE INSURANCE	2,460	1,974	3,500	3,500	3,000	(500)	Based on current premiums for Public Safety staff
01-360-4120	UNEMPLOYMENT INSURANCE	-	-	-	-	-	-	No claims anticipated in the coming year
01-360-4200	SOCIAL SECURITY	26,954	17,433	26,000	26,000	24,000	(2,000)	Based on budgeted wages at 6.2%
01-360-4210	MEDICARE	38,908	29,774	37,000	37,000	37,000	-	Based on budgeted wages at 1.45%
01-360-4220	IMRF	22,935	38,732	40,000	35,000	31,000	(4,000)	Represents decrease in employer IMRF rate of approximately 2%
01-360-4230	PENSION CONTRIBUTION - R/E TAX	350,889	167,169	396,326	396,326	522,500	126,174	Police Tax Levy amount requested for 2020 Tax Levy
01-360-4231	PENSION CONTRIBUTION-CITY GF	634,496	-	658,882	658,882	716,354	57,472	Per actuarial study \$1,238,854 recommended contribution less FY21-22 Police Pension Tax Levy
01-360-5100	PROFESSIONAL SERVICES	14,284	19,808	20,000	20,000	20,000	-	Emergency Siren Maintenance \$750, Duty related phsysicals, entry level phsysicals, psychological, polygraph and fitness for duty \$9000, deceased body removal to the ME office \$3750, Recruit testing and F and PCommission \$2000, Lexis Nexis \$2300, Law Institute \$2700 and \$2500 contingency
01-360-5101	PROFESSIONAL SERVICES - VOCA	80,084	60,063	70,000	83,000	83,000	-	Consistent Prior Year
01-360-5140	PRISONERS CARE	124	125	250	1,500	1,500	-	Consistent with prior year
01-360-5141	KENNEL FEES	3,664	3,574	40,000	4,000	1,500	(2,500)	Reduction due to Bane retirement
01-360-5200	POSTAGE	1,211	-	-	2,000	2,000	-	Represents usage thru postage meter
01-360-5220	PHOTOCOPY	13,757	11,142	15,600	15,600	15,600	-	Includes cost for copier lease
01-360-5221	PRINTING	3,606	2,938	3,000	3,000	3,000	-	Consistent with prior year
01-360-5240	NORTHWEST CENTRAL DISPATCH	253,967	177,230	200,000	255,000	225,000	(30,000)	Per agreement, per formula based on 911 calls and CFS
01-360-5310	MEMBERSHIPS	47,095	43,239	50,000	50,100	51,000	900	Increase in Lexipol rate-\$6573, FBINA-\$200, NIPAS \$400, NIPAS EST \$4,800,NIPAS MFF \$1,005,MCAT \$3000, MCAT STAR \$1000, Illinois Arson Investigators Assoc. \$40, Fire and Police Commission Assoc. \$375, ILACP \$400, Critical Reach \$285, International IACP \$440, North Suburban Chiefs \$400, Cook County Captains \$150, LERMI \$40, Rotary \$340, ILEAS \$120, Social workers Assoc. \$120,Northern Illinois Regional Crime Laboratory \$1.35 per resident + \$3000 totaling \$25,100,NMERT \$1900
01-360-5321	AUTO EXPENSE	3,179	1,529	2,500	2,500	2,500	-	Car wash, detailing, professional bio-hazard cleaning
01-360-5330	TRAINING	18,319	8,141	8,000	28,000	28,000	-	Mileage reimbursement \$1000, ET and other specialty training \$4600, NEMRT Membership \$2790, NEMRT Training \$1700, reimburse meals \$400, Management and Supervisor Courses\$1250, NWPAs \$1000, Captains \$480, North Sub Chiefs \$480, \$3000 ISP academy x 2 new recruits, refreshments for in service training \$240, Rotary Meetings \$960, NWCDS training liaison meetings \$450, ILEAS Conference \$650, Law Institute \$2660
01-360-5340	TUITION REIMBURSEMENT	7,997	2,225	3,500	8,000	8,000	-	Reimbursement for staff education
01-360-5410	UTILITIES	7,945	3,146	5,000	7,000	7,000	-	Consistent with prior year
01-360-5500	LIABILITY INSURANCE PREMIUM	48,494	81,376	40,000	43,000	55,460	12,460	Reduction in premium across all City departments

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
01-360-5510	RENTAL EQUIPMENT	416	312	500	500	500	-	Postage Meter and Scale
01-360-5520	ID NETWORKS	13,247	5,559	7,800	7,000	5,000	(2,000)	Prior year costs that will be eliminated with transition to new system at NWCD planned March 2021
01-360-5530	WORKERS COMPENSATION INSURANCE	110,085	117,083	120,000	113,100	124,100	11,000	
01-360-5610	EQUIPMENT MAINTENANCE	12,001	12,475	15,000	12,000	16,000	4,000	Radar repair and certification \$1000, Evidence Room BEAST software \$850, Pentegra Maint. Contract \$2600, Range Maint. \$1000, Routine misc. upgrades \$1800, UCC update \$449 Verizon Air Cards 12,250
01-360-5611	RADIO MAINTENANCE	-	-	-	1,000	1,000	-	Maintenance for hand held radios and in car communications
01-360-5700	OFFICE SUPPLIES	5,207	4,038	5,000	6,000	6,000	-	General office supplies and copier paper
01-360-5710	OPERATING SUPPLIES	6,495	2,722	3,500	9,000	9,000	-	Based on prior experience
01-360-5740	RANGE SUPPLIES	7,516	4,644	5,500	10,000	10,000	-	Ammunition: Duty and Training, \$6000, targets and training supplies \$900, misc. weapons parts \$750
01-360-5741	CLOTHING	24,835	14,876	18,000	26,000	26,000	-	28 officers at \$600, \$2000 misc (replacement and patches) \$2400 per new officer and \$500 for volunteers
01-360-5751	GASOLINE	46,546	26,903	35,000	50,000	50,000	-	Based on historical data
01-360-5820	PUBLICATIONS	1,208	149	100	1,060	1,000	(60)	Daily Herald \$640, Journal \$160 and Updated ICS and Complaint books
01-360-5990	COVID-19 EXPENSES	1,209	2,857	3,000	-	2,000	2,000	PPE supplies
01-360-7022	POLICE - SMALL EQUIPMENT	16,830	15,212	15,000	21,000	21,000	-	Road flares \$900, OC spray replacement \$250, ET supplies \$4,750, Fingerprint station supplies \$200, Misc. vehicle replacment parts \$3000, ballistic vests \$850 each X 4 (half of vest reimbursed through grant), NIPAS Vest \$3500/Police Center replacement/upgrade \$2500, TASER Replacement and Cartridges, AED replacements/parts/Narcan and server upgrades (\$6k)
01-365-5981	DUI EXPENSE	13,641	4,298	6,000	20,000	20,000	-	Upgrade squad equipment
01-365-5982	NARCOTICS EXPENSE	-	-	-	1,000	1,000	-	
01-365-5983	SEIZED ASSET - EXPENSE	319	5,207	6,000	5,000	5,000	-	
DEPT 360/65	TOTAL PUBLIC SAFETY	5,046,395	3,343,628	5,097,958	5,331,068	5,543,159	212,091	
01-370-4101	RETIREE HEALTH INSURANCE	37,013	34,134	40,000	45,000	48,000	3,000	Based on current health insurance premiums for retirees -100% reimbursed by retiree
01-370-5102	GRANT WRITER	18,000	18,000	18,000	18,000	18,000	-	In accordance with 3-year agreement, \$18k per year
01-370-5751	GASOLINE	7,202	4,043	6,000	7,500	7,500	-	Fire dept reimbursement is approximately \$1500 per qtr
01-380-5970	REFUNDS	(212)	(386)	-	1,000	1,000	-	
01-380-5975	SALES TAX REBATE	198,637	151,559	140,000	160,000	160,000	-	Estimate \$40k per quarter based on current numbers
01-380-5999	MISCELLANEOUS EXPENSE	-	-	-	1,500	1,500	-	
01-390-5900	GRANT - GENERAL EXPENSE	-	-	-	-	-	-	
01-390-5915	GRANT - DECO LIGHTING	-	-	-	-	-	-	
01-390-5947	GRANT-POLICE TOBACCO EXPENSE	225	(105)	-	-	-	-	
01-400-6000	PRINCIPAL	150,000	160,000	160,000	160,000	165,000	5,000	Debt service requirement per repayment schedule
01-400-6010	INTEREST	35,785	28,973	28,973	29,207	22,284	(6,923)	Debt service requirement per repayment schedule
01-560-7020	EQUIPMENT - POLICE	1,150	-	-	5,900	17,000	11,100	New server (\$12k) plus annual license renewals, battery backup and phone system upgrade
01-600-8090	INTERFUND TRANSFER OUT	318,000	41,250	55,000	55,000	105,000	50,000	General Fund transfer for Parking Fund operations
GENERAL	TOTAL OTHER	765,799	437,468	447,973	483,107	545,284	62,177	
GENERAL	FUND 01 EXPENSES	8,675,934	6,080,596	8,285,171	8,905,950	9,271,673	365,723	
GENERAL	FUND 01 NET	543,672	642,448	(163,372)	(1,172,600)	(558,273)	614,327	

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FUND 11 - MOTOR FUEL TAX FUND								
11-100-3800	INTEREST INCOME	-	-	-	-	-	-	
11-100-3801	INTEREST INCOME - IL FUNDS	37,617	4,343	-	28,000	-	(28,000)	Conservative estimate based on current market fluctuatoins
11-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
11-110-3120	MOTOR FUEL TAX	638,048	486,245	550,000	678,700	610,500	(68,200)	Based on IML's projections for FY21/22
11-110-3121	MFT REBUILD ILLINOIS	-	357,111	357,111	-	357,111	357,111	Rebuild Illinois MFT distribution #3 & #4
11-200-3990	INTERFUND TRANSFER IN	-	-	-	-	-	-	
MFT	FUND 11 REVENUE	675,665	847,699	907,111	706,700	967,611	260,911	
11-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-	
11-300-5430	BANK FEES	-	-	-	-	-	-	
11-300-7020	EQUIPMENT	-	-	-	-	-	-	
11-500-7050	ROAD CONSTRUCTION	-	-	-	-	-	-	
11-500-7051	SIDEWALKS	-	-	-	268,000	320,000	52,000	Per FY21-22 Capital Improvement Plan
MFT	FUND 11 EXPENSES	-	-	-	268,000	320,000	52,000	
MFT	FUND 11 NET	675,665	847,699	907,111	438,700	647,611	208,911	
FUND 12 - PALATINE/MILWAUKEE TIF FUND								
12-100-3000	REAL ESTATE TAXES	900,736	909,357	1,100,000	670,000	-	(670,000)	TIF dissolved in FY21 - no further tax collections anticipated
12-100-3800	INTEREST INCOME	5,411	877	1,000	3,000	-	(3,000)	
12-100-3815	CONTRIBUTIONS	63,000	-	-	-	-	-	
12-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
TIF - Pal/Milw	FUND 12 REVENUE	969,147	910,234	1,101,000	673,000	-	(673,000)	
12-300-5100	PROFESSIONAL SERVICES	6,372	1,724	2,000	5,000	5,000	-	Estimate based on historical data/trends
12-300-5101	AUDIT	2,000	2,161	2,161	2,100	2,100	-	Estimate based on historical data/trends
12-300-5102	FINANCIAL SERVICES	6,599	6,058	8,000	8,075	6,470	(1,605)	Based on allocation of Financial Services costs
12-300-5430	BANK FEES	-	-	-	-	-	-	
12-500-7011	BUILDING IMPROVEMENTS	-	-	-	-	-	-	
12-500-7050	STREET RESURFACING	235,702	58,051	60,000	200,000	-	(200,000)	
TIF - Pal/Milw	FUND 12 EXPENSES	250,673	67,994	72,161	215,175	13,570	(201,605)	
TIF - Pal/Milw	FUND 12 NET	718,474	842,240	1,028,839	457,825	(13,570)	(471,395)	

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FUND 13 - TOURISM FUND								
13-100-3020	HOTEL TAXES	675,388	128,029	125,000	525,000	156,000	(369,000)	Projected budget includes consideration for significant decline in occupancy due to COVID-19
13-100-3800	INTEREST INCOME	1,260	6	10	1,500	-	(1,500)	Conservative estimate based on current market fluctuatoins
13-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
Tourism	FUND 13 REVENUE	676,648	128,035	125,010	526,500	156,000	(370,500)	
13-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-	
13-300-5101	AUDIT	1,000	1,129	1,130	1,100	1,130	30	Allocation of the City's annual audit fees
13-300-5102	FINANCIAL SERVICES	6,599	5,048	6,750	6,750	6,470	(280)	Based on allocation of Financial Services costs
13-300-5108	BEAUTIFICATION	57,327	17,187	25,000	59,000	25,000	(34,000)	Required regular maintenance including water/power with limited discretionary spending
13-300-5310	MEMBERSHIPS	57,289	28,644	30,000	60,000	60,000	-	Membership dues for Chicago North Shore CVB - PY one time reduction due to COVID pandemic
13-300-5401	SERVICE CHARGE - GENERAL FUND	85,000	60,000	60,000	60,000	60,000	-	Consistent with historical data
13-300-5410	UTILITIES	-	-	-	-	-	-	
13-300-5920	GRANT - HOTELS	241,900	-	-	168,700	-	(168,700)	Based on FY20-21 projected receipts and FY21-22 projected expenses
13-300-5999	MISCELLANEOUS EXPENSE	-	-	-	-	-	-	
13-600-8090	INTERFUND TRANSFER OUT	267,000	126,525	168,700	168,700	3,400	(165,300)	City reimbursement for Police Services based on FY20-21 projected receipts and FY21-22 projected expenses (limited to 42.5% net revenue per ordinance)
Tourism	FUND 13 EXPENSES	716,114	238,533	291,580	524,250	156,000	(368,250)	
Tourism	FUND 13 NET	(39,466)	(110,497)	(166,570)	2,250	-	(2,250)	
FUND 16 - DEA FUND								
16-100-3551	POLICE REVENUE-TASK FORCE	176,763	-	-	-	-	-	No budgeted revenue per State of Illinois guidelines
16-100-3800	INTEREST INCOME	2,441	108	150	-	100	100	
DEA	FUND 16 REVENUE	179,204	108	150	-	100	100	
16-300-4011	OVERTIME-SWORN SERVICES	35,894	9,195	12,000	18,000	15,000	(3,000)	Estimate based on historical data and current COVID circumstances
16-300-5100	PROFESSIONAL SERVICES	-	-	-	5,000	5,000	-	Conservative budget for professional services
16-300-5310	MEMBERSHIP	2,783	1,758	2,500	4,000	4,000	-	Includes membership dues for LEADS online - investigative tool for detectives
16-300-5330	TRAINING	2,279	912	1,500	6,000	6,000	-	DRE conference for one officer re DUI
16-300-5610	EQUIPMENT MAINTENANCE	10,613	27,990	30,000	30,000	30,000	-	Includes contract for cameras (Xtivity)
16-300-5710	OPERATING SUPPLIES	5,263	999	1,500	9,000	9,000	-	Various supplies for office and general operations
16-300-5720	POLICE EQUIPMENT	-	-	-	3,500	4,000	500	Miscellaneous equipment for staff including replacements as needed
16-500-7020	EQUIPMENT - CAPITAL	88,025	50,396	60,000	60,000	180,000	120,000	2 Squad cars (\$90k) and installation of in car dashboard cameras (\$90k) for 10 squads
DEA	FUND 16 EXPENSES	144,857	91,250	107,500	135,500	253,000	117,500	
DEA	FUND 16 NET	34,347	(91,142)	(107,350)	(135,500)	(252,900)	(117,400)	

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17-100-3355	SOLID WASTE FEES	503,905	431,214	440,000	463,200	456,000	(7,200)	Based on current rates of \$38k per month
17-100-3800	INTEREST INCOME	2,026	13	100	2,000	-	(2,000)	Conservative estimate based on current market fluctuatoins
Solid Waste	FUND 17 REVENUE	505,931	431,226	440,100	465,200	456,000	(9,200)	
17-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-	
17-300-5101	AUDIT & ACCTG	-	-	-	-	-	-	
17-300-5401	SERVICE CHARGE - GENERAL FUND	100,000	74,997	100,000	100,000	100,000	-	Consistent with historical data/trends
17-300-5420	SWANCC CHARGES	359,335	305,917	315,000	390,000	360,000	(30,000)	Projected at \$ 47.25 per ton with \$30,000 per month
17-600-8090	INTERFUND TRANSFER OUT	-	-	-	-	-	-	
Solid Waste	FUND 17 EXPENSES	459,335	380,914	415,000	490,000	460,000	(30,000)	
Solid Waste	FUND 17 NET	46,595	50,312	25,100	(24,800)	(4,000)	20,800	
FUND 18 - PALATINE ROAD TIF FUND								
18-100-3000	REAL ESTATE TAXES	159,725	42,238	75,000	100,000	80,000	(20,000)	Estimate based on historical data/trend
18-100-3800	INTEREST INCOME	568	148	150	200	-	(200)	
TIF - Pal Rd	FUND 18 REVENUE	160,294	42,386	75,150	100,200	80,000	(20,200)	
18-300-5100	PROFESSIONAL SERVICES	3,566	-	-	4,000	4,000	-	Based on historical data/trend
18-300-5101	AUDIT	2,000	2,161	2,161	2,100	2,100	-	Based on allocation of the City's annual audit
18-300-5102	FINANCIAL SERVICES	6,599	6,058	8,000	8,075	6,470	(1,605)	Based on allocation of Financial Services costs
18-500-7011	BUILDING IMPROVEMENTS	-	-	-	-	-	-	Remaining fund balance budgeted for improvements within the TIF district, any remaining fund blaance will be used to pay back the General Fund for the Development Fund loan
18-600-8090	INTERFUND TRANSFER OUT	-	-	-	-	-	-	
TIF - Pal Rd	FUND 18 EXPENSES	12,165	8,218	10,161	14,175	12,570	(1,605)	
TIF - Pal Rd	FUND 18 NET	148,129	34,167	64,989	86,025	67,430	(18,595)	
FUND 21 - SSA #1 FUND								
21-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-	
21-100-3800	INTEREST INCOME	62	2	2	-	-	-	
SSA #1	FUND 21 REVENUE	62	2	2	-	-	-	
21-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-	
21-300-8090	INTERFUND TRANSFER OUT	-	-	-	-	-	-	
SSA #1	FUND 21 EXPENSES	-	-	-	-	-	-	
SSA #1	FUND 21 NET	62	2	2	-	-	-	

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FUND 22 - SSA #2 FUND								
22-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-	
22-100-3800	INTEREST INCOME	218	8	8	-	-	-	
SSA #2	FUND 22 REVENUE	218	8	8	-	-	-	
22-300-5100	PROFESSIONAL SERVICES	-	-	-	29,000	29,000	-	Expenses represent estimated ending fund balance to be used for capital improvements
SSA #2	FUND 22 EXPENSES	-	-	-	29,000	29,000	-	
SSA #2	FUND 22 NET	218	8	8	(29,000)	(29,000)	-	
FUND 23 - SSA #3 FUND								
23-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-	
23-100-3800	INTEREST INCOME	1,338	51	51	-	-	-	
SSA #3	FUND 23 REVENUE	1,338	51	51	-	-	-	
23-300-5100	PROFESSIONAL SERVICES	-	-	-	320,000	320,000	-	Expenses represent estimated ending fund balance to be used for capital improvements
SSA #3	FUND 23 EXPENSES	-	-	-	320,000	320,000	-	
SSA #3	FUND 23 NET	1,338	51	51	(320,000)	(320,000)	-	
FUND 24 - SSA #4 FUND								
24-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-	
24-100-3800	INTEREST INCOME	184	7	7	-	-	-	
SSA #4	FUND 24 REVENUE	184	7	7	-	-	-	
24-300-5100	PROFESSIONAL SERVICES	-	-	-	29,000	29,000	-	Expenses represent estimated ending fund balance to be used for capital improvements
SSA #4	FUND 24 EXPENSES	-	-	-	29,000	29,000	-	
SSA #4	FUND 24 NET	184	7	7	(29,000)	(29,000)	-	
FUND 25 - SSA #5 FUND								
25-100-3000	REAL ESTATE TAXES	23,635	12,107	25,000	25,000	27,300	2,300	Per approved 2020 proposed tax levy
25-100-3800	INTEREST INCOME	491	21	50	500	-	(500)	
SSA #5	FUND 25 REVENUE	24,126	12,128	25,050	25,500	27,300	1,800	
25-300-5050	SYSTEM MAINTENANCE	4,572	3,816	5,000	6,000	6,000	-	Area structure repairs
25-300-5100	PROFESSIONAL SERVICES	-	8,426	8,500	10,000	3,000	(7,000)	Contracted pump maintenance, structure replacements and rehab
25-300-5500	LIABILITY INSURANCE	766	1,388	1,500	1,000	3,700	2,700	
25-300-7053	DRAINAGE IMPROVEMENTS	-	-	-	-	-	-	Eastside Stormwater Improvement to begin in FY26 per City Capital Improvement Plan FY22-26
SSA #5	FUND 25 EXPENSES	5,338	13,630	15,000	17,000	12,700	(4,300)	
SSA #5	FUND 25 NET	18,788	(1,501)	10,050	8,500	14,600	6,100	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
FUND 28 - SSA #8 FUND								
28-100-3000	REAL ESTATE TAXES	126,294	61,800	100,000	132,000	140,000	8,000	Per approved 2020 proposed tax levy
28-100-3800	INTEREST INCOME	1,398	69	100	1,000	-	(1,000)	
SSA #8	FUND 28 REVENUE	127,692	61,869	100,100	133,000	140,000	7,000	
28-300-5050	SYSTEM MAINTENANCE	-	-	-	-	-	-	
28-300-5100	PROFESSIONAL SERVICES	10,865	7,887	8,000	8,000	12,000	4,000	Annual pump meg testing (\$3k), repairs (\$4k), crane rental and wall repairs
28-300-5500	LIABILITY INSURANCE	1,146	1,834	1,150	1,150	3,700	2,550	
28-300-5710	OPERATING SUPPLIES	-	-	-	1,000	1,000	-	
28-300-7020	EQUIPMENT	-	-	-	5,000	5,000	-	Wear parts, gauge replacement, sluice gate ramp
SSA #8	FUND 28 EXPENSE	12,011	9,722	9,150	15,150	21,700	6,550	
SSA #8	FUND 28 NET	115,681	52,148	90,950	117,850	118,300	450	
FUND 30 - CAPITAL PROJECTS FUND								
30-115-3200	GRANT REVENUE	-	-	-	-	-	-	
30-200-3990	INTERFUND TRANSFER IN	250,000	-	-	-	-	-	
CIP	FUND 30 REVENUE	250,000	-	-	-	-	-	
30-550-7020	EQUIPMENT - PW	117,516	-	-	112,000	65,000	(47,000)	Sidewalk Plow / Universal machine 21/22
30-550-7021	EQUIPMENT - INFO TECH	17,430	-	-	-	-	-	
30-550-7040	VEHICLES - PS	67,818	-	-	-	-	-	
30-550-7048	STREETS-TOURISM-APPLE DR	4,753	-	-	-	-	-	
30-550-7049	STREETS-TOURISM-WINKELMAN	8,734	-	-	-	-	-	
30-550-7050	STREET RESURFACING	11,279	53,002	60,000	289,000	79,000	(210,000)	Per FY21-22 Capital Improvement Plan
30-550-7051	ROAD PROGRAM - 2018	2,249	-	-	-	-	-	
30-550-7060	SIDEWALKS	110,430	25,536	55,000	55,000	50,640	(4,360)	Per FY21-22 Capital Improvement Plan
30-550-7063	DRAINAGE IMPROVEMENTS	106,740	47,082	240,000	241,000	3,231,000	2,990,000	Per FY21-22 Capital Improvement Plan
30-550-7064	DRAINAGE IMPR-WILLOW RD	9,604	6,836	10,000	-	-	-	
Capital	FUND 30 EXPENSE	456,553	132,455	365,000	697,000	3,425,640	2,728,640	
Capital	FUND 30 NET	(206,553)	(132,455)	(365,000)	(697,000)	(3,425,640)	(2,728,640)	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
FUND 41 ROAD CONSTRUCTION DEBT FUND								
41-100-3000	REAL ESTATE TAXES	1,291,939	596,052	1,200,000	1,309,000	1,312,660	3,660	Per approved 2020 proposed tax levy
41-100-3800	INTEREST INCOME	3,563	240	250	5,000	2,000	(3,000)	
Rd Constr Debt	FUND 41 REVENUE	1,295,502	596,292	1,200,250	1,314,000	1,314,660	660	
41-300-5101	AUDIT & ACCTG	-	2,645	2,645	1,500	3,000	1,500	
41-300-5430	BANK FEES	1,100	1,000	1,200	1,000	1,200	200	
41-400-6000	PRINCIPAL	1,050,000	1,080,000	1,080,000	1,080,000	1,110,000	30,000	Debt service requirement per repayment schedule
41-400-6010	INTEREST	255,235	229,360	229,360	229,360	202,660	(26,700)	Debt service requirement per repayment schedule
41-400-6120	BOND ISSUANCE COSTS	-	68,907	68,907	-	-	-	Debt service requirement per repayment schedule
Rd Constr Debt	FUND 41 EXPENSES	1,306,335	1,381,911	1,382,112	1,311,860	1,316,860	5,000	
Rd Constr Debt	FUND 41 NET	(10,833)	(785,619)	(181,862)	2,140	(2,200)	(4,340)	
FUND 46 - SSA #6 DEBT FUND								
46-100-3000	REAL ESTATE TAXES	209,151	101,791	200,000	212,000	218,570	6,570	Per approved 2020 proposed tax levy
46-100-3800	INTEREST INCOME	961	26	50	500	1,000	500	
46-160-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
SSA #6	FUND 46 REVENUE	210,112	101,816	200,050	212,500	219,570	7,070	
46-300-5430	BANK FEES	-	550	750	-	750	750	Debt service requirement per repayment schedule
46-400-6000	PRINCIPAL	150,000	160,000	160,000	160,000	170,000	10,000	Debt service requirement per repayment schedule
46-400-6010	INTEREST	67,513	52,490	52,490	52,490	48,750	(3,740)	Debt service requirement per repayment schedule
SSA #6	FUND 46 EXPENSES	217,513	213,040	213,240	212,490	219,500	7,010	
SSA #6	FUND 46 NET	(7,401)	(111,224)	(13,190)	10	70	60	
FUND 51 - WATER FUND								
51-100-3800	INTEREST INCOME	33,207	3,185	5,000	25,000	5,000	(20,000)	Projected conservatively based on historical data
51-100-3880	WATER SALES	269,719	231,559	264,000	264,000	264,000	-	40,500,000 gals @ \$6.51/1000 gallons
51-100-3881	WATER DELIVERY CHARGE	384,370	289,441	395,000	395,000	395,000	-	1090 customer meters x \$30.20/month per water study
51-100-3882	WATER INFRASTRUCTURE RESERVE	151,052	113,423	150,000	150,000	152,000	2,000	1090 customers x \$12/month per water study
51-100-3883	WATER DEBT RETIREMENT CHARGE	76,647	57,549	76,000	76,000	76,000	-	1090 customers x \$6.51/month per water study
51-100-3885	PENALTY	2,477	2,657	3,000	2,500	3,000	500	Projected based on historical data
51-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
Water	FUND 51 REVENUE	917,472	697,814	893,000	912,500	895,000	(17,500)	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
51-300-4000	WAGES	76,174	60,651	80,000	83,000	78,000	(5,000)	1 fulltime employee and administrative time (increase of 2.75%)
51-300-4010	OVERTIME	9,515	40	100	10,000	10,000	-	
51-300-4100	HEALTH INSURANCE	39,094	26,029	29,000	29,000	29,000	-	Based on current premiums for Water department staff (1 FT, 1 PT)
51-300-4110	LIFE INSURANCE	124	275	300	150	100	(50)	Based on current premiums for Water department staff (1 FT, 1 PT)
51-300-4200	SOCIAL SECURITY	4,750	3,760	5,800	5,800	6,000	200	Based on budgeted wages at 6.2%
51-300-4210	MEDICARE	1,111	879	1,350	1,350	1,300	(50)	Based on budgeted wages at 1.45%
51-300-4220	IMRF	33,900	9,268	12,000	13,500	12,500	(1,000)	Represents decrease in employer IMRF rate of approximately 2%
51-300-5000	BUILDING MAINTENANCE	695	194	2,500	6,000	15,000	9,000	Add Insulation, HVAC repair, exterior siding/soffit replacement to stop leaking.
51-300-5050	SYSTEM MAINTENANCE	24,477	4,345	10,000	46,000	46,000	-	Repair an estimated 6 water main breaks at \$1200 each, 8 buffalo box repairs at \$200 each, value/pipe repairs \$25k , Failed section replacements and restoral- replace two valves 18k
51-300-5100	PROFESSIONAL SERVICES	49,437	22,373	30,000	50,000	50,000	-	Lab work, Courier expense, Pump servicing, Sensus updates, Emergency locating services, Flow Testing, Flush/exercise hydrants 7k, Valves exercise/assess/GPS add to GIS 15k - Civic plus system.
51-300-5101	AUDIT	4,000	4,193	4,200	4,100	3,230	(870)	Allocation of the City's annual audit fees
51-300-5102	FINANCIAL SERVICES	36,293	32,308	39,000	43,000	38,817	(4,183)	Based on allocation of Financial Services costs
51-300-5200	POSTAGE	2,800	-	-	3,200	3,200	-	
51-300-5221	PRINTING	406	-	-	400	-	(400)	Printing of new Boil Order door hangers and other water info
51-300-5222	LEGAL NOTICES	-	-	-	-	-	-	This account is no longer in use
51-300-5310	MEMBERSHIPS	450	361	1,500	1,500	1,500	-	AWWA, IRWA, etc
51-300-5330	TRAINING	1,391	349	500	4,500	4,500	-	Water operator training, continuing education and additional training for back-up operator- most canceled due to COVID
51-300-5410	UTILITIES	12,876	10,720	13,000	15,000	15,000	-	Includes Constellation Energy, Nicor, ComEd and Verizon charges
51-300-5412	WATER	246,878	228,288	263,000	263,000	285,000	22,000	Based on historical Illinois American Water charges plus 5%
51-300-5430	CREDIT CARD & BANK CHARGES	14,350	12,293	15,000	15,000	15,000	-	Includes credit card processing fees from Paymentech and Xpress Bill Pay for online credit card payments
51-300-5500	LIABILITY INSURANCE	25,658	44,792	20,000	26,000	27,740	1,740	Allocation of the City's liability insurance premium
51-300-5530	WORKERS COMPENSATION INSURANCE	2,828	3,007	3,500	2,900	3,900	1,000	Allocation of the City's workman's comp insurance premium
51-300-5634	STONE AND CONCRETE	3,146	390	2,000	4,000	4,000	-	Backfill and restoral of main breaks / concrete replacement
51-300-5661	METERS	4,054	1,623	5,000	2,500	3,000	500	Replacement of defective water meters 8 x \$350 and 2 x \$400
51-300-5710	OPERATING SUPPLIES	392	-	-	-	-	-	Do not use this account
51-300-5750	CHEMICALS	282	746	746	500	500	-	Chlorine purchases every other year
51-300-5751	GASOLINE	877	619	1,000	1,000	1,000	-	Annual gasoline provision
51-300-5970	REFUNDS	6,549	-	-	5,000	-	(5,000)	Annual refunds provision
51-400-6000	PRINCIPAL	-	60,000	60,000	60,000	65,000	5,000	Principal payment on outstanding debt - final payment due in 2025
51-400-6010	INTEREST	18,006	16,390	16,390	16,390	13,750	(2,640)	Interest payment on outstanding debt - final payment due in 2025
51-500-7020	EQUIPMENT	629	-	1,500	10,000	16,400	6,400	Portable compressor, hydrant flush head, environmental safety monitors and lab equipment (\$10k) plus new server and phone system upgrade (\$6.4k)
51-600-8000	DEPRECIATION	120,331	105,000	140,000	140,000	135,000	(5,000)	Annual depreciation provision
Water	FUND 51 EXPENSES	741,472	648,892	757,386	862,790	884,437	21,647	
Water	FUND 51 NET	176,000	48,922	135,614	49,710	10,563	(39,147)	

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
FUND 52 - PARKING FUND								
52-100-3330	PARKING FEES	56,347	134	100	65,000	10,000	(55,000)	
52-100-3800	INTEREST INCOME	-	-	-	-	-	-	
52-200-3990	INTERFUND TRANSFER IN		41,250	55,000	55,000	105,000	50,000	Transfer in from General Fund for current year operations
Parking	FUND 52 REVENUE	56,347	41,384	55,100	120,000	115,000	(5,000)	
52-300-4001	ALLOCATED WAGES & BENEFITS	45,000	33,750	45,000	45,000	45,000	-	Approximate wages and benefits for 1/2 FT employee (increase 2.75%)
52-300-5100	PROFESSIONAL SERVICES	-	150	1,000	5,000	3,000	(2,000)	fire alarm test/repair, hvac work, contracted out services
52-300-5410	UTILITIES	8,446	4,703	7,000	7,500	7,500	-	Includes Constellation Energy and Nicor charges for PW facilities
52-300-5500	LIABILITY INSURANCE	-	4,898	7,000	9,000	-	(9,000)	Metra parking lot minimally used, increase in remote working so less travel
52-300-5511	FACILITY RENT	18,000	18,000	18,000	18,000	18,000	-	Per agreement, \$18k until 2023, \$20850 thru 2028, TBD thereafter
52-300-5632	ICE CONTROL MAINTENANCE	994	-	-	2,000	2,000	-	Parking lot salt and bag salt for sidewalks and stairways and snow blower parts.
52-300-5710	OPERATING SUPPLIES	642	360	800	1,000	1,000	-	Paper towels, toilet paper, cleaning supplies, sign repair/replacement, plumbing parts, light bulbs
52-300-5970	REFUNDS	360	60	100	250	250	-	
52-600-8000	DEPRECIATION	32,136	24,000	32,000	32,000	36,000	4,000	Annual depreciation provision
Parking	FUND 52 EXPENSES	105,578	85,921	110,900	119,750	112,750	(7,000)	
Parking	FUND 52 NET	(49,231)	(44,538)	(55,800)	250	2,250	2,000	
FUND 53 - SEWER FUND								
53-100-3800	INTEREST INCOME	958	631	1,000	-	1,000	1,000	Based on historical data/trend
53-100-3884	SANITARY SEWER CHARGES	800,500	610,621	800,000	800,000	800,000	-	Based on historical data/trend
53-100-3885	PENALTY	9,471	5,196	6,000	7,500	5,000	(2,500)	
53-100-3899	OTHER INCOME	-	-	-	-	-	-	
Sewer	FUND 53 REVENUE	810,929	616,448	807,000	807,500	806,000	(1,500)	
53-300-4000	WAGES	60,738	45,181	55,000	62,000	62,000	-	Includes one FT employee and 25% administrative staff
53-300-4100	HEALTH INSURANCE	11,508	7,500	10,000	10,000	28,000	18,000	Based on current premiums for Sewer department staff (1 FT, 1 PT)
53-300-4110	LIFE INSURANCE	-	150	200	150	100	(50)	Based on current premiums for Sewer department staff (1 FT, 1 PT)
53-300-4200	SOCIAL SECURITY	3,729	3,031	4,041	4,000	4,000	-	Based on budgeted wages at 6.2%
53-300-4210	MEDICARE	872	709	800	900	900	-	Based on budgeted wages at 1.45%
53-300-4220	IMRF	(877)	1,613	2,000	9,200	8,500	(700)	Represents decrease in employer IMRF rate of approximately 2%
53-300-5050	SYSTEM MAINTENANCE	2,500	12,022	18,000	50,000	50,000	-	Sewer pipe and connections- 4 dig+fix locations, required upgrade of sewer suction system/VAC
53-300-5100	PROFESSIONAL SERVICES	22,937	10,942	25,000	40,000	40,000	-	Consulting inspector (\$17k = \$9k+ per inspection fee) + Xpress Billpay, MWRD Infiltration and Inflow Compliance
53-300-5101	AUDIT	4,000	4,193	4,200	4,100	9,690	5,590	Allocation of the City's annual audit fees
53-300-5102	FINANCIAL SERVICES	36,293	32,308	39,000	43,000	77,634	34,634	Based on allocation of Financial Services costs

GL Acct #	Description	FY19-20 Actual	Current Year FY20-21 10 mos	Current Year FY20-21 Projected	Current Year FY20-21 Budget	Proposed FY21-22 Budget	Variance to to Prior Year Budget	Comments
53-300-5200	POSTAGE	1,400	2,833	1,500	1,500	1,500	-	
53-300-5221	PRINTING	738	-	-	1,500	1,500	-	
53-300-5330	TRAINING	945	-	600	2,000	2,000	-	Most cancelled due to covid, anticipate trainings in FY22
53-300-5500	LIABILITY INSURANCE	5,837	36,234	40,000	51,000	46,210	(4,790)	Based on allocation of City's general liability premium
53-300-5530	WORKER'S COMP INSURANCE	707	752	1,000	725	1,600	875	Allocation of the City's liability insurance premium
53-300-5999	MISCELLANEOUS EXPENSE	-	-	-	-	-	-	
53-500-7020	EQUIPMENT	-	-	-	-	6,400	6,400	Includes new server, license renewals, battery backup system and phone system upgrade
53-500-7051	SYSTEM IMPROVEMENTS	0	111,301	245,000	482,525	330,000	(152,525)	Per FY21-22 Capital Improvement Plan
Sewer	FUND 53 EXPENSES	151,327	268,768	446,341	762,600	670,034	(92,566)	
Sewer	FUND 53 NET	659,602	347,680	360,659	44,900	135,966	91,066	
FUND 71 - POLICE PENSION FUND								
71-100-3000	REAL ESTATE TAXES	350,889	172,480	375,000	396,326	522,500	126,174	Per approved tax levy
71-100-3800	INTEREST INCOME	364,306	113,850	125,000	150,000	100,000	(50,000)	Conservative estimate based on current market fluctuations
71-100-3801	NET APPRECIATION - FV INV	(423,761)	1,780,801	1,800,000	250,000	800,000	550,000	Conservative estimate based on current market fluctuations
71-100-3860	CITY CONTRIBUTION	634,496	-	-	658,882	716,354	57,472	Based on actuarial valuation
71-100-3861	EMPLOYEE CONTRIBUTION	210,549	(1,401)	240,000	240,000	217,500	(22,500)	Based on actuarial valuation
71-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	
Police Pension	FUND 71 REVENUE	1,136,479	2,065,731	2,540,000	1,695,208	2,356,354	661,146	
71-300-4232	DISABILITY BENEFITS	-	109,816	132,000	132,000	133,100	1,100	Projected costs for FY21 disbursements
71-300-4233	PENSION PAYMENTS	1,045,781	792,696	900,000	947,000	1,075,200	128,200	projected costs for FY21 reimbursements
71-300-5102	ADMINISTRATION	32,954	12,979	45,000	47,600	40,000	(7,600)	Includes professional services, filing and conference fees
71-300-5107	INVESTMENT EXPENSE	37,771	8,649	25,000	25,000	25,000	-	Annual cost for pension fund investment advisors
Police Pension	FUND 71 EXPENSES	1,116,507	924,140	1,102,000	1,151,600	1,273,300	121,700	
Police Pension	FUND 71 NET	19,972	1,141,591	1,438,000	543,608	1,083,054	539,446	
TOTAL CITY OF PROSPECT HEIGHTS - ALL FUNDS		2,845,242	2,730,299	3,008,236	(656,132)	(2,554,739)	(1,898,607)	



City of Prospect Heights

Department of Public Works
401 Piper Lane, Prospect Heights Illinois, 60070-6070
Office: 847/398-6070 x 264 -FAX: 847/459-0618
www.prospect-heights.il.us

MEMORANDUM

Date: 3-1-2021
To: Joe Wade
Cc: Peter Falcone
From: Mark W. Roscoe, Director of Public Works
Subject: Public Works- Water System Loss / Leak Survey

Joe,

In this year's 2020-2021 budgets we planned for a Water Distribution Leak Survey to be performed. This leak survey will encompass about 10 miles of our water main, and also target a few specific areas that are on our watch list spots. This project will also help us locate and map some segments not well documented. The project cost is \$7,400 and the work would be completed by mid- April 2021.

M.E. Simpson Company has a long history of municipal water service support and has completed many projects for the City. They have been contracted to perform the water loss survey since prior to the 2008 Lake Claire expansion project. We have contracted them in the past to GIS map, maintain hydrants, flow test hydrants, leak detect, and currently they are very responsive to out-of-hours requests for emergency locating services.

The Leak Detection program will help us identify water loss locations, which after repairs will help us lower costs to the end users. We are also required by the Department of Natural Resources to record and report water loss amounts each year. For 2019/2020 we are at 6.9% loss and that is increased from 2018/2019 results.

Thank You,

Mark Roscoe – Director of Public Works

Resolution R-21-10

A Resolution Approving contract with M.E. Simpson Co. for water system loss / leak survey on City owned water mains,

WHEREAS, the City of Prospect Heights is approving a contract for the services of M.E. Simpson Co. for 2021 leak survey and mapping work;

WHEREAS, the location of work covers approximately 10 miles of City owned water service buried main pipes;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Prospect Heights, Cook County, Illinois as follows:

Section One: That the contract (attached hereto as Exhibit A) is hereby approved and accepted.

Section Two: That the Mayor, or his designee, is authorized to take all necessary steps to implement this Resolution.

Section Three: That this Resolution shall be in full force and effect from and after its passage and approval as required by law.

PASSED AND APPROVED this 8th day of March, 2021

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES: _____

NAYES: _____

ABSENT: _____

Exhibit A
Contract with M.E. Simpson Company



February 18, 2021

Mark Roscoe
Director of Public Works
City of Prospect Heights
401 E Piper Lane
Prospect Heights, IL 60070

RE: PROPOSAL FOR A WATER DISTRIBUTION SYSTEM LEAK SURVEY

Dear Mr. Roscoe,

M.E. Simpson Co., Inc. is pleased to present the City of Prospect Heights, Illinois our proposal for a Water Distribution System Leak Detection Survey Program. We are honored to be considered for this work and are confident our team will help make the project a success.

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. Our highly-educated engineers and technical team are committed to the success of this project. They will be ready at a moment's notice to relieve your staff's burden and ensure a seamless continuation of your services.

Our services were developed and refined to provide utilities with programs that can be customized to meet their needs. From complete "Turn-Key" services to assisting with the development of "in-house" programs for utilities, M.E. Simpson Co., Inc. serves our clients with this ultimate goal: to deliver to the public the implicit faith that **"the water is always safe to drink"**.

Thank you for your consideration and this opportunity to acquaint you with our Water Distribution System Leak Detection Services and offer this response. We are committed to exceeding your expectations.

Sincerely,

A handwritten signature in black ink, appearing to read "Carlos Covarrubias".

Carlos Covarrubias
Regional Manager

Carlos Covarrubias
Regional Manager

3406 Enterprise Avenue
Valparaiso, IN 46383

800.255.1521 P
888.531.2444 F

Carlos.Covarrubias@mesimpson.com

SCOPE OF WORK

Water Distribution System Leak Survey

The Field Scope of Service for the Leak Survey is understood to be the following:

M.E. Simpson Co., Inc. will furnish all labor, material, transportation, tools, and equipment necessary to survey the water distribution system areas selected by the City. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. **There will be a minimum of Two Persons per team working on the survey at all times.**

- ◆ Work in an orderly and **safe** manner to insure protection of the local residents, Utility employees, and the Field Staff so that no **avoidable** accidents occur.
- ◆ All Field Staff will have readily observable identification badges worn while in the field.
- ◆ The leak detection equipment to be used will be that which was described in the “Equipment to be used” section.
- ◆ Initially listen to **all fire hydrants, all accessible main line valves**, and when necessary, selected service connections in the entire distribution system by making physical contact with the valve, hydrant, pipe, or B-box. (Listening points that are not accessible will be given to the Utility and when corrected they will be listened to.)
- ◆ Listening points of contact will be: valves, hydrants, service valves or meter settings. The preference of listening points in order as follows; direct contact with the pipe, main line valves, hydrant valves, hydrants, then service valves or meter settings.
- ◆ Specific listening distances will be determined by pipe material. Metallic type pipes; no greater than 500’ between listening points. Non-Metallic AC/Concrete type pipes; no greater than 300’ between listening points. Non-Metallic PVC/HDPE type pipes; no greater than 150’ between listening points.
- ◆ A “suspected leak” log shall be maintained indicating all areas where suspected leak noise was heard. This log will be reviewed when the Project Team is verifying the suspected leak area for confirmation of the actual existence of a leak. This log will be a part of the periodic reports turned into the Utility regardless of an actual leak located in the area or not, with an explanation of the noise source.
- ◆ When leak noise has been detected and or suspected, the Project Team will verify the suspected area a second time to confirm the noise. At least four hours will pass between the initial listening of the area before a second listen and confirmation is attempted.
- ◆ The Project Team will line locate the water main and service lines in the immediate area so the correct pipe distances can be input into the leak correlator and also so that the Water Utility will have an idea of where the water main is located prior to excavation. Non-metallic pipe locations will be “interpolated” as best that can be identified, given the line location of metallic services, Utility knowledge of the area, or other information regarding the actual location of the main.

- ◆ The Project Team will use “State of the Art” Electronic Leak Correlators to determine if a leak is present and use the same equipment to pinpoint the leak.
- ◆ For PVC water mains only the Echologics LeakFinder-ST w/hydrophones leak correlator or Fluid Conservation Systems (FCS) TriCorr Touch leak correlator, will be used for correlations because of the ability for these correlators to be able to analyze the particular sound frequencies inherent to PVC pipe.
- ◆ The leak location will be marked in the field (on the surface) using environmentally formulated Precautionary Blue paint.
- ◆ The Project Team will document all leak locations with a diagram indicating the location of the leak. Other information related to that correlation will be included as part of the field sheet such as the filters used for the correlation, line locations, distances between sensors, etc.
- ◆ The locations of leaks requiring immediate attention (immediate threat to life, injury or traffic) will be turned in as quickly as possible to facilitate the repair process.
- ◆ The Project Team will report daily or per request of the Utility, to assigned Utility Professional and go over the progress of the previous day, as well as cover what will be surveyed the current day.
- ◆ It may be necessary to conduct parts of the Leak Survey during “off hours” such as at night. This may be required in areas of high traffic volume where traffic noise may affect the ability to detect leak noise, and traffic volume may affect the ability of the Project Team to be able to safely access main line valves in the middle of the street. The Project Team will give 24-hour advanced notice of intent to survey a particular area that may require after hours surveying or nighttime surveying. This is so the Utility can plan for the area to be surveyed, give notification to the Police department, as well as other Public Works Divisions as to the activity that will take place.
- ◆ As a part of the leak program, mapping discrepancies found, distribution assets found in disrepair will be noted and turned into the utility.
- ◆ Leaks verified on the customer’s side of a service shut-off will not be located beyond the shut-off. If a leak appears to be on the Customers’ side, the Utility will be notified first, then the customer notified and permission granted prior to the water being shut off even for short periods of time where possible and as time allows, as well as the ability for the customer to respond.
- ◆ If the Utility requests leak locations beyond the service shut off on the customer’s side of the service line, this will result in an additional charge to the leak survey based on an hourly rate and this service must be agreed upon between the Utility and M.E. Simpson Co., Inc. prior to the start of the survey.
- ◆ Valves and hydrants will not be operated without Utility permission. Valves and hydrants that break during this type of operation are the sole responsibility of the Utility. M.E. Simpson Co., Inc. cannot be responsible for valves and hydrants that break due to pre-existing conditions.

- ◆ The Utility is encouraged to dig up and repair the leaks located as soon as possible so that the area may be re-surveyed while the Project Team is still working on the survey in that general geographical location to ensure no other leaks are present in that area.

Equipment List

- ◆ FCS **S30** Gutermann **AquaScope** electronically enhanced listening device.
- ◆ Echologics **LeakFinder-ST w/hydrophones**; FCS **AC Digital**, **TriCorr Touch** or Vivax-Metrotech **HL6000X** leak correlator systems.
- ◆ **RADIO Detection** Line Locators.
- ◆ **Chicago Tape**, **Fisher M-Scope** or **Schonstedt** magnetic locators.
- ◆ **All necessary valve keys and hand tools**
- ◆ Truck mounted arrow board/signage and warning lights.
- ◆ Traffic control equipment, including properly sized traffic cones with reflective stripes.

Quality Control and Accuracy of Leak Locations

The level of accuracy of leak detection is a matter of taking in all the above considerations and applying those considerations to each individual potential leak location as it is being evaluated. Any statement made as to the level of accuracy of leak locations must be considered based on the individual conditions of each leak.

Locating leaks on a distribution system can be very challenging. It is not a perfect science. Pipes and fittings can leak for a variety of reasons (age, poor installation, material failures, bad soils, etc.), and the ability to locate leaks is dependent on the stated variables listed in the “Project Approach”. By employing a strict methodology in the field for conducting a leak survey, these variables can be accounted for and mitigated. The depth of experience of the Project Team is extremely important to maintaining the ability to have accurate locations of leaks. Additionally, crews work as Two-Person Teams in the field, double checking the progress of the work as the survey progresses. The systematic procedure for leak confirmation has been stated in the Scope of Field Service and is restated here.

“Suspected leak areas are always listened to a second time, preferably at a different time of day than originally listened to. The mains and services will be line located to insure correct pipe distances are used for the correlations. Correlations may need to be performed several times with several configurations to insure all the possible scenarios have been covered. Sewer manholes may need to be opened and flows observed. If there is any doubt as to the existence of a leak, the area may be checked and correlated at different times to rule out water usage or other factors. The progress of the survey will be monitored by the use of daily logs and a progression map with suspected leak noise indications marked and possible leak locations will be maintained. Field leak location forms will be turned into the Utility according to the agreed schedule. The Project Team will follow up on leak locations by monitoring the repair schedule of the Utility. That way in case a potential leak location is wrong, the Project Team can return to the site and determine why the leak location was incorrect, and correct it. This means maintaining a good level of communication between the Project Team in the field, and the Utility.

As a matter of Quality Control for leaks in the field, our Correlators, FCS TriCorr Touch and Echologics LeakFinder-ST have the distinct ability to be able to detect and pinpoint more than one leak in the same relative area, thus allowing better leak coverage and insuring that one leak is not “masking” another leak in the same area. The use of progress reports and meetings will allow for open discussions of problems encountered so solutions can be examined.”

Utility Observations

The M.E. Simpson Co., Inc. Project Team will welcome having staff of the Utility observe field procedures while the Leak Survey is in progress. They will be happy to explain and demonstrate the equipment and techniques that are employed by M.E. Simpson Co., Inc. for detecting and locating leaks on the Water System.

Final Reports, Documentations & Communications

M.E. Simpson Co, Inc. will perform the following:

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of survey for prior workday and plan current day and area to survey.
- ◆ The field technicians will be readily available by cellular phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **Diagram all leak locations**, date of location, and classify according to severity and an estimate of loss.
- ◆ **The Project Manager will** meet with the Utility regularly for a progress report.
- ◆ **Prepare a progress report** at monthly intervals for the Utility if requested.
- ◆ Develop a **Leak Survey log** of activity which will also have confirmed leaks listed and this list will be turned in weekly (in Excel format). The list will also be included with the final report that will include the following;
 1. Mechanical deficiencies discovered
 2. Mapping errors on the water atlas
 3. Type of monitored appurtenances
 4. Location of same for leaks discovered
 5. Total estimated loss

Effective communication...
accurate documentation...
**Insuring the success for
the leak survey**

- ◆ **Prepare the final report** at the completion of the project which will include all leak location reports with drawings, total of estimated water loss, total pipe distance investigated, a description of the area surveyed, and other problems found in the system during the course of the survey that need the attention of the Water Utility. The leak summary will list leak types such as main leaks, service line leaks, valve leaks, or hydrant leaks.

A cost benefit analysis of the survey based on the “cost to produce” water will also be included that describes the financial impact to the Utility for water loss. Recommendations for system maintenance will be a part of this report based on field observations made during the survey.

This final report shall be made available for submission to the Utility within thirty (30) working days of the completion of the fieldwork.

Assumptions & Services Provided by the Utility

- ◆ The Utility will furnish all maps in an electronic format or paper atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The Utility will assist as necessary to clean out service valves, meter pits and valve-boxes needed for listening.
- ◆ The Utility will provide a Primary Contact Person and/or secondary contact person for the Field Staff to report to on a periodic basis. This person shall act as the official liaison for the duration of the Leak Survey. This person shall have a working knowledge of the water system and will be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the water system. *This person will not need to assist the Project Team on a full time basis,* but only on an “as needed” basis.
- ◆ The Utility will assist, if needed, to help gain entry into sites that may be difficult to get into due to security issues or other concerns.
- ◆ The Utility will assist, if needed, to locate all nonmetallic pipe within the service area. This would include all Concrete Cylinder pipe, Asbestos Cement Pipe, PVC pipe and HDPE pipe.
- ◆ We will encourage the immediate digging of major leaks (main breaks) so that if there are problems with the leak location, the problems can be corrected while the Project Team is close by and can verify the site.

PROJECT SAFETY PLAN

M.E. Simpson Co., Inc.'s Safety Programs cover all aspects of the work performed by M.E. Simpson Co., Inc. We take great pride in our safety plan/policy/program and that is evident in our EMR scores over the last five years. The safety of our employees, the utilities employees and that of the general public is our #1 priority.

Our Safety Plan/Policy/Program, with all of its parts, is 60 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at 800.255.1521 and a copy of our program will be sent via email to you.

Below is an overview of our plan/policy/program:



Safety is a major part of any project. M.E. Simpson Co., Inc. always provides a safe work environment for its employees. **Our staff is trained in General Industry OSHA rules, Confined Space Entry & Self-Rescue, First Responder First Aid, CPR, and Traffic Control.**

While in the field on your project, M.E. Simpson Co., Inc. and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.

The use of a "one-person" leak detection team is dangerous and impractical where water mains run under roadways. It would be a dangerous precedent to allow a "one-person" team to access main line valves located in the roadway, attempt to listen to the valve with headphones on, and at the same time try to control traffic flow at that person's location in the street.

Therefore M.E. Simpson Co., Inc. adheres to the following:

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any listening points located in a "confined space" such as pit and vault installations that **require entry** will be treated in accordance with the safety rules regarding **Confined Space Entry, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in Confined Space Entry & Self-Rescue.
- ◆ We will follow all safety rules regarding **First Responder First Aid & CPR, designated by the Utility, The Department of Labor and OSHA.**
 - All personnel are **trained and certified** in First Responder First Aid & CPR.
- ◆ We will follow all **traffic safety rules, designated by the Utility, The Department of Labor, OSHA, and the Illinois Department of Transportation (per MUTCD).**
 - All personnel are **trained and certified**, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2020) for all project personnel.

INVESTMENT

A commitment to improving and maximizing the City of Prospect Heights' water distribution system for future generations.

M.E. Simpson Co., Inc. is pleased to present our "Proposal" for a Water Distribution System Leak Detection program for the City of Prospect Heights. M.E. Simpson Co., Inc. will perform our leak detection services on approximately **10** miles of watermain within the Prospect Heights' water distribution system. The survey will be completed by listening on the accessible main line valves, fire hydrants and as needed services by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document. The project will also include complete reporting of all issues found, with a final comprehensive report.

2020-2021 Leak Survey & Line Locating

Water Distribution System Leak Survey &
Line Locating Water Main Segments Not Well Defined
Program Daily Fee of **\$1,850.00** per day not to exceed (5 days)

\$7,400.00**

****** Any water main surveyed in addition to the above **10** original miles of watermain will be surveyed at the rate of **\$1,850.00** per day.

We thank you for this opportunity to acquaint you with our Water Distribution System Leak Detection services and offer this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.

Owner

City of Prospect Heights, IL

Service Provider

M.E. Simpson Company, Inc.

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____



Prospect Heights Police Department

City of Prospect Heights

14 East Camp McDonald Road, Prospect Heights Illinois, 60070

Office: 847/398-5511 FAX: 847/398-6080

www.prospect-heights.il.us

MEMORANDUM

Date: March 1, 2021
To: Joe Wade, City Administrator
From: Jim Zawlocki, Chief of Police
Subject: Renewal of Contract with Red Speed Illinois

Purpose:

The contract renewal allows for continued use of the Red Speed camera and their services.

Background:

The Red Speed camera at Palatine and Milwaukee Ave. has been in use since 2008. The camera at the intersection captures violators that turn right on a red light which is prohibited. Each month Red Speed reviews all violations and sends them to our station for final approval by an officer. After it has the final approval, Red Speed sends out a citation.

Recommendation:

Council approval to renew the Red Speed camera contract.

RESOLUTION NO. R-21-11

A RESOLUTION APPROVING THE RENEWAL OF A SERVICES AGREEMENT BETWEEN THE CITY OF PROSPECT HEIGHTS AND REDSPEED ILLINOIS FOR OPERATION OF THE RED LIGHT CAMERA AT PALATINE AND MILWAUKEE AVENUE

WHEREAS, the City of Prospect Heights, Cook County (the "City") is an Illinois Municipal Corporation pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and

WHEREAS, the City has deemed RedSpeed has the exclusive knowledge, possession, and ownership of equipment, licenses, and processes referred to collectively as the Red-Light Photo Enforcement System Illinois; and

WHEREAS, the City has worked with RedSpeed Illinois without issue, to monitor and enforce red light violations or other traffic movements and to issue citations for traffic violations the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: That the renewed services agreement (attached hereto as Exhibit A) is hereby approved and accepted.

SECTION 2: The City Council of the City of Prospect Heights approves and authorizes the City Administrator to take all necessary steps to execute the same.

SECTION 3: That this Resolution shall take effect from and after its adoption and approval.

Passed and Approved this 8th day of March, 2021

Nicholas J. Helmer, M

Attest:

Karen Schultheis, City Clerk

Ayes:

Nays:

Absent:

EXHIBIT A
Renewed Services Agreement

SERVICES AGREEMENT

This AGREEMENT (the “Agreement”) made this [REDACTED] day of [REDACTED] 20[REDACTED], (herein the “Commencement Date”), between RedSpeed Illinois, LLC, an Illinois Limited Liability Company (“REDSPEED”), and City of Prospect Heights, a political subdivision authorized and created by the State of Illinois (“GOVERNING BODY”) (together, the “Parties”)

WITNESSETH:

WHEREAS, REDSPEED has the exclusive knowledge, possession, and ownership of certain equipment, licenses, and processes referred to collectively as the Red-Light Photo Enforcement System (defined below and hereinafter referred to as the “RLPE System”); and

WHEREAS, GOVERNING BODY desires to use the RLPE System to monitor and enforce red light violations or other traffic movements and to issue citations for traffic violations; and

WHEREAS, GOVERNING BODY has adopted or plans to adopt an ordinance, which authorizes GOVERNING BODY to use the RLPE System and provides for its installation, implementation and operation.

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

TERMS AND CONDITIONS

1. DEFINITIONS:

As used in this Agreement, the following words and terms will, unless the context otherwise requires, have the respective meanings provided below:

“Cessation Costs” means all costs incurred by REDSPEED in connection with GOVERNING BODY’s cessation of the RPLE System including, but not limited to, IDOT design/engineering plans, high-speed in-ground internet line contract termination penalties, IDOT restoration permits, restoration of camera locations to their original conditions, and equipment costs.

“Motor Vehicle” has the same meaning as set forth in Section 1-146 of the Illinois Vehicle Code (625 ILCS 5/1-100 *et seq.*).

“Motor Vehicle Owner” means the person or entity identified by the Illinois Department of Motor Vehicles, or other state vehicle registration office, as the registered owner of a vehicle or the lessee of a motor vehicle pursuant to a motor vehicle lease or rental agreement.

“Notice of Violation” means a citation or equivalent instrument issued by a competent state or municipal law enforcement agent or agency or by a court of competent jurisdiction relating to a violation documented or evidenced by the RLPE System.

“Recorded Images” means photographic, electronic, digital or video images of a Motor Vehicle recorded by the RLPE System and establishing a time sequence of the Motor Vehicle entering a controlled intersection.

“Red-Light Photo Enforcement System” or **“RLPE System”** means an electronic system that captures recorded images of a Motor Vehicle entering an intersection against a steady red light and consisting of, but not limited to, in-ground vehicle sensors, an IR panel, and up to seven (7) individual video cameras capable of monitoring up to seven (7) lanes of enforcement.

“RedCheck” means the web-based violation processing system used by Traffic Infraction Enforcement Officers.

“Traffic Infraction Enforcement Officer” means any individual lawfully authorized by GOVERNING BODY to approve and issue Notices of Violation.

2. REDSPEED OBLIGATIONS:

REDSPEED agrees to fulfill the obligations set forth in Section 1 of Exhibit A.

3. GOVERNING BODY OBLIGATIONS:

GOVERNING BODY agrees to fulfill the obligations set forth in Section 2 of Exhibit A.

4. SERVICE FEES:

GOVERNING BODY agrees to pay REDSPEED in accordance with the fee schedule set forth in Exhibit B.

5. TERM AND TERMINATION:

This Agreement will be effective on the Commencement Date. The term of this Agreement will be for sixty (60) months beginning on the date of issuance of the first Notice of Violation and will be automatically renewed for up to two (2) additional three (3) year periods (each, a “Term”).

This Agreement may be terminated:

- a. By GOVERNING BODY upon sixty (60) day’s prior written notice of its intent not to renew the Agreement upon expiration of a Term.
- b. By mutual written consent of the Parties.
- c. For cause, by either Party where the other Party fails in any material way to perform its obligations under this Agreement and the defaulting Party fails to cure

the default within thirty (30) days after receiving written notice. The terminating Party must provide written notice to the other Party of its intent to terminate and state with reasonable specificity the grounds for termination.

- d. By GOVERNING BODY upon sixty (60) days prior written notice. If GOVERNING BODY elects to terminate the Agreement under this subsection, GOVERNING BODY will reimburse REDSPEED for all Cessation Costs.

Upon termination of this Agreement, the Parties recognize that GOVERNING BODY will be required to process traffic law violations that occur prior to the termination of the Agreement and that REDSPEED will be required to assist GOVERNING BODY in this regard. Accordingly, the Parties will take the following actions, and have the following obligations, which survive termination during the winddown period: GOVERNING BODY will cease using the RLPE System, will return or allow REDSPEED to recover all provided equipment within a reasonable time not to exceed ninety (90) days, and will not generate further images to be processed. Unless otherwise directed by GOVERNING BODY, REDSPEED will process all images taken by GOVERNING BODY before termination, will provide all services associated with processing in accordance with this Agreement, will be entitled to all Fees (as defined in Exhibit B), and will provide GOVERNING BODY with all revenues owed to GOVERNING BODY as if the Agreement were still in effect.

6. ASSIGNMENT:

The rights and obligations of REDSPEED hereunder may be assigned or transferred pursuant to a sale of the business, merger, consolidation, share exchange, sale of substantially all of REDSPEED's assets, or other reorganization, or through liquidation, dissolution or otherwise, whether or not REDSPEED is the continuing entity. In all other situations, neither Party may assign all or any portion of this Agreement without the prior written consent of the other, which consent must not be unreasonably withheld or delayed; provided, however, that GOVERNING BODY hereby acknowledges and agrees that delivery and performance of REDSPEED's rights pursuant to this Agreement will require a significant investment by REDSPEED, and that in order to finance such investment, REDSPEED may be required to enter into certain agreements or arrangements including, but not limited to, acknowledgments and/or consents with equipment lessors, banks, financial institutions or other similar persons or entities. GOVERNING BODY hereby agrees that REDSPEED has the right to assign, pledge, hypothecate or otherwise transfer its rights to the equipment but not the service provided under this Agreement, to any of the aforesaid financial institutions without GOVERNING BODY's prior written approval. GOVERNING BODY further acknowledges and agrees that in the event that REDSPEED provides any such acknowledgment or consent to GOVERNING BODY for execution, and in the event that GOVERNING BODY fails to execute and deliver such acknowledgment or consent back to REDSPEED within ten (10) calendar days after its receipt of such request from REDSPEED to execute such acknowledgment or consent, GOVERNING BODY will be deemed to have consented to and approved such acknowledgment or consent and REDSPEED is granted a limited power of attorney, coupled with an interest, to execute

the acknowledgment and/or consent on behalf of GOVERNING BODY and deliver such document to its financial institution.

7. COMMUNICATION OF INFORMATION:

REDSPEED agrees that, excluding trade secrets as defined by Illinois law and other information that is confidential or exempt from disclosure pursuant to Illinois law and not reasonably necessary for the processing of Notices of Violations or the fulfillment of GOVERNING BODY's obligation under this Agreement, all information obtained by REDSPEED through operation of the RLPE System will be made available to GOVERNING BODY at any time during normal working hours.

8. CONFIDENTIAL INFORMATION:

Unless applicable law provides otherwise, no information given by REDSPEED to GOVERNING BODY will be deemed confidential unless GOVERNING BODY specifically designates such information as confidential in writing and such information is properly considered confidential or exempt from disclosure pursuant to Illinois law. REDSPEED will not use any information acquired by the RPLE System for any purpose other than fulfilling its obligations under this Agreement or assisting law enforcement authorities.

9. OWNERSHIP OF SYSTEM:

The RLPE System being installed by REDSPEED is, and will remain, the sole property of REDSPEED, unless separately procured from REDSPEED through a lease or purchase transaction. The RLPE System is provided to GOVERNING BODY subject to and only for the Term of this Agreement.

10. RECORDS AND AUDIT:

During each Term, REDSPEED will maintain all books of account, reports and records relating to the Agreement in accordance with generally accepted accounting practices and standards. The form of all records and reports will be subject to the approval of GOVERNING BODY's Internal Auditor. REDSPEED agrees to make available to GOVERNING BODY's Internal Auditor, during normal business hours and in Prospect Heights, Illinois all books of account, reports and records relating to this Agreement for the duration of the Agreement and to retain them for a minimum period of three (3) years beyond the last day of each Term or such other period required by law, whichever is longer.

11. INDEMNIFICATION AND INSURANCE:

REDSPEED agrees to protect, defend, indemnify, and hold harmless GOVERNING BODY and GOVERNING BODY's officers, employees, and agents from and against any and all losses, penalties, damages, settlements, fines, claims, costs, charges for other expenses, or liabilities of every and any kind including any award of attorney fees and any award of costs in connection with or arising from any gross negligence, intentional or

reckless act or omission by REDSPEED or any of REDSPEED's officers, employees, agents, contractors, or subcontractors in performing the work agreed to or performed by REDSPEED under the terms of this Agreement.

REDSPEED will maintain the following minimum scope and limits of insurance:

- a. Commercial General Liability Insurance including coverage for bodily injury, property damage, premises and operations, products/completed operations, personal and advertising injury, and contractual liability with a combined single limit of \$1,000,000 per occurrence. Such insurance will name GOVERNING BODY and GOVERNING BODY's officers, employees, and agents as additional insureds for liability arising from REDSPEED's operation.
- b. Workers' Compensation for its own employees, as required by applicable state law, with limits of not less than \$500,000 per occurrence.
- c. Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by REDSPEED with a minimum \$1,000,000 per occurrence combined single limit bodily injury and property damage.

Along with any other coverage that REDSPEED may consider necessary, REDSPEED will require any subcontractors doing work under this Agreement to provide and maintain the same insurance, which insurance will also name GOVERNING BODY and GOVERNING BODY's officers, employees, and agents as additional insureds. Any deficiency in the coverage or policy limits of said subcontractors will be the sole responsibility of REDSPEED.

REDSPEED will provide GOVERNING BODY with certificates showing that REDSPEED is carrying the above described insurance, and evidencing the additional insured status specified above, within thirty (30) calendar days after the Commencement Date. Such certificates must show that GOVERNING BODY will be notified at least thirty (30) days in advance of all cancellations of such insurance policies. REDSPEED will promptly obtain substitute insurance in the event of a cancellation.

GOVERNING BODY will be responsible for vehicle insurance coverage on any vehicles driven by GOVERNING BODY employees. Coverage must include liability and collision damage.

12. GOVERNING LAW AND DISPUTE RESOLUTION:

This Agreement is governed by the internal laws of the State of Illinois, without regard to conflicts of law principles. All disputes regarding or arising from this Agreement (including any dispute relating to the validity, scope, or applicability of this Section) must be resolved as follows:

- a. First, any such dispute must be submitted to mediation in Chicago, Illinois administered by JAMS before resorting to arbitration or litigation. The mediation,

including procedures for selection of the mediator if a mediator cannot be agreed upon by the Parties, must be administered by JAMS.

b. If the dispute is not resolved through mediation, it must be determined by arbitration in Chicago, Illinois before one neutral arbitrator. The arbitration, including procedures for selection of the arbitrator (if an arbitrator cannot be agreed upon by the Parties), must be administered by JAMS pursuant to its Commercial Arbitration Rules & Procedures. However, the arbitration will provide for (i) discovery adequate to give the Parties access to documents and witnesses that are essential to the dispute and (ii) the arbitrator's written decision that includes the essential findings and conclusions on which the decision is based. Judgment on the arbitration award may be entered in any court having jurisdiction.

c. All arbitration proceedings regarding compensation must be conducted solely on an individual basis in accordance with this Section, and GOVERNING BODY may not seek to have any dispute heard as a class action, a collective action, or institute or participate in any proceeding against REDSPEED in which GOVERNING BODY acts or proposes to act in a representative capacity. Similarly, no arbitration proceeding will be joined, consolidated, or combined with another arbitration proceeding without the prior written consent of REDSPEED's CEO.

d. Notwithstanding the foregoing, this Section does not apply to any claims which either Party cannot be legally required to arbitrate, which (unless otherwise set forth herein) must be litigated in the 18th Judicial Circuit of Illinois or in the U.S. District Court for the Northern District of Illinois. Further, this Dispute Resolution provision does not prohibit or limit either Party's right to seek equitable relief from a court, including but not limited to injunctive relief, pending the resolution of a dispute by arbitration.

13. LEGAL CONSTRUCTION AND REQUIREMENTS:

In case any one or more of the provisions contained in this Agreement is for any reason held to be invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, such invalidity, illegality, or unenforceability will not affect any other provision thereof and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had not been contained herein.

14. FORCE MAJEURE:

A Party will be excused from the performance of its obligations under this Agreement when and to the extent the non-performing Party's performance is delayed or prevented by any circumstances beyond the non-performing Party's control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, rioting, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance (collectively, "Force Majeure") provided that:

a. The non-performing Party gives the other Party prompt written notice describing the particulars of Force Majeure including, but not limited to, the nature of the

occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of Force Majeure;

b. The excuse of performance is of no greater scope and no longer duration than is required by Force Majeure;

c. No obligations of either Party that arose before Force Majeure causing the excuse of performance are excused as a result of Force Majeure; and

d. The non-performing Party uses its best efforts to remedy its inability to perform.

The Term will be extended by a period equal to that during which either Party's performance is suspended under this Section. Notwithstanding the above, performance will not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, GOVERNING BODY may excuse performance for a longer term. Economic hardship of REDSPEED or GOVERNING BODY will not constitute Force Majeure.

15. PERMITS, FEES, AND LICENSES:

At its own expense, REDSPEED will obtain all necessary permits and pay all licenses and fees required under applicable law to fulfill its obligations under this Agreement.

16. NON-DISCRIMINATION:

In fulfilling its obligation under this Agreement, neither Party will engage in discrimination or harassment on the basis of race, color, religion, gender (including gender identity, change of gender, and transgender status), national origin, ancestry, age, military or veteran status, disability, pregnancy, sexual orientation, marital status, genetic information, or any other characteristic protected by applicable law.

17. SUBCONTRACTORS:

REDSPEED represents and warrants that it is capable of fulfilling all of its obligations under this Agreement. If REDSPEED intends to use a subcontractor to fulfill these obligations, REDSPEED will provide prior written notice of such to GOVERNING BODY. GOVERNING BODY reserves the right to approve or disapprove of any subcontractor proposed.

REDSPEED will ensure that all of REDSPEED's subcontractors perform in accordance with the terms and conditions of this Agreement. REDSPEED will be fully responsible for all REDSPEED subcontractors' performance, and liable for any of REDSPEED subcontractors' non-performance.

17. ENTIRE AGREEMENT:

This Agreement contains the entire agreement and understanding of the Parties with respect to its subject matters and supersedes all prior agreements and understandings

(whether oral or written) between the Parties with respect to its subject matters. This Agreement can be amended or altered only in writing signed by authorized representatives of the Parties. In the event of a conflict between the terms of an Amendment and the Agreement, the Amendment will prevail and control.

18. NOTICES:

Any notice or demand which under the terms of this Agreement or under any statute must or may be given or made by REDSPEED or GOVERNING BODY must be in writing and delivered by personal service, first class mail, overnight delivery, certified or registered mail, or e-mail to the Parties at the following addresses:

City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, Il. 60070
Attn: Joe Wade
jwade@prospect-heights.org

REDSPEED Illinois, LLC
400 Eisenhower Lane North
Lombard, Illinois 60148
Attn: Robert Liberman, CEO
Robert.Liberman@RedSpeed-Illinois.com

19. COUNTERPARTS:

This Agreement may be executed in counterparts, each of which will be deemed an original, but both of which together will constitute one instrument. For convenience, the signatures may be collected and annexed to one or more documents to form complete counterparts and such signatures may be transferred electronically as if they were originals.

[Signature Page Follows]

[Signature Page to Services Agreement]

IN WITNESS THEREOF, the Parties have duly executed this Agreement on the day and year first written above.

Prospect Heights, Illinois

By: _____, ____/____/_____
Nicholas Helmer Date
President/Mayor

By: _____, ____/____/_____
Joe Wade Date
Village/City Manager

RedSpeed Illinois, LLC

By: _____, ____/____/_____
Robert Liberman Date
Chief Executive Officer

EXHIBIT A

SECTION 1 (REDSPEED OBLIGATIONS)

1. REDSPEED will provide a turnkey solution for the RLPE System to GOVERNING BODY wherein all reasonably necessary elements required to implement and operate the solution are the responsibility of REDSPEED, except for those items identified in Section 2 below. The Parties understand and agree that new or previously unforeseen requirements may, from time to time, be identified and that the Parties will negotiate in good faith to assign to the proper Party the responsibility and cost for such items. In general, if work is to be performed by GOVERNING BODY, unless otherwise specified, GOVERNING BODY will not charge REDSPEED for the cost. All other in-scope work, external to GOVERNING BODY, is the responsibility of REDSPEED.
2. REDSPEED will install the RLPE System at controlled intersections or grade crossing approaches to be agreed upon between REDSPEED and GOVERNING BODY after completion of site analyses. In addition to any initial locations, the Parties may agree from time to time to add to the quantities and locations where RLPE Systems are installed and maintained. REDSPEED will relocate an RLPE System at no cost from one location to another once it has been mutually agreed upon between REDSPEED and GOVERNING BODY.
3. REDSPEED will operate the RLPE System on a 24-hour basis, barring downtime for maintenance and normal servicing activities.
4. REDSPEED will comply with all applicable law governing the use of photo enforcement systems and will comply with the maintenance and operation procedures recommended by the manufacturers of RLPE System equipment.
5. REDSPEED will provide a secure website (www.RedLightViolations.com) accessible to Motor Vehicle Owners who have received Notices of Violation that will allow Motor Vehicle Owners to view violation images and videos.
6. REDSPEED will establish a demand deposit account bearing the title, "PHOTO ENFORCEMENT PROGRAM." All funds collected on behalf of GOVERNING BODY, excluding the Fees, will be deposited in this account and transferred by wire on or about the 15th calendar day of the month to a bank account identified by GOVERNING BODY.
7. REDSPEED will design, fabricate, install, obtain permits for, and maintain the RLPE System at each monitored approach agreed upon between the Parties.
8. REDSPEED or its subcontractors will be responsible for any costs associated with building, construction, electrical, street use, and/or pole attachment permits.
9. REDSPEED will assign a project manager who will serve as the liaison between GOVERNING BODY and REDSPEED. Except as prohibited by applicable law, GOVERNING BODY reserves the right to request a new project manager.

10. REDSPEED will provide each Traffic Infraction Enforcement Officer with access to RedCheck, for the purposes of reviewing each potential violation within five (5) days of gathering Motor Vehicle Owner identification information pertaining to the potential violation, but in any event no longer than fifteen (15) days after the potential violation occurs.
11. REDSPEED hereby acknowledges and agrees that the decision to issue a Notice of Violation will be the sole, unilateral and exclusive decision of GOVERNING BODY's Traffic Infraction Enforcement Officers as required by applicable law.
12. REDSPEED will configure RedCheck so that it applies an electronic signature to each Notice of Violation when authorized to do so by an approving Traffic Infraction Enforcement Officer.
13. Subject to GOVERNING BODY naming REDSPEED as its agent for this purpose, REDSPEED will obtain in-state and out-of-state vehicle registration information necessary to issue Notices of Violation.
14. REDSPEED will provide an on-line adjudication processing module, which will enable GOVERNING BODY's hearing officer to review cases, related images, correspondence, and other related information required to adjudicate disputed Notices of Violation.
15. If requested by GOVERNING BODY, REDSPEED will, at its expense, provide and/or train GOVERNING BODY with an expert witness able to testify in administrative proceedings and in court on matters relating to the accuracy, technical operations, and effectiveness of the RLPE System.
16. If damage to the RLPE System is caused by negligence on the part of GOVERNING BODY or its authorized agent(s), REDSPEED will provide GOVERNING BODY an estimate of the cost of repair. Upon authorization to proceed with the repairs or replacement, REDSPEED will replace or repair any damaged equipment and invoice GOVERNING BODY for the pre-approved repair cost. REDSPEED will bear the cost to replace or repair equipment damaged in all other circumstances.
17. REDSPEED will provide a toll-free, GOVERNING BODY-specific help line to help GOVERNING BODY resolve any problems encountered regarding the RLPE System and/or Notice of Violation processing. The help line will function during normal business hours.
18. Unless otherwise required by law, REDSPEED will be under no obligation to retain non-violation RLPE System video any longer than fourteen (14) business days.
19. REDSPEED will charge, collect, and retain convenience fees (the "Convenience Fees") for each electronic or lockbox credit card payment. Convenience Fees will be paid by Motor Vehicle Owners. GOVERNING BODY will not receive any portion of the Convenience Fees. GOVERNING BODY assumes no liability, responsibility, or control for the Convenience Fees sought by REDSPEED.

SECTION 2 (GOVERNING BODY OBLIGATIONS)

1. Within seven (7) business days of the Commencement Date, GOVERNING BODY will provide REDSPEED with the name and contact information for a project manager who will be responsible for coordinating GOVERNING BODY's obligations under this Agreement.
2. Within seven (7) business days of the Commencement Date, GOVERNING BODY will provide REDSPEED with the name(s), contact information, and electronic signature(s) of its authorized Traffic Infraction Enforcement Officers.
3. In connection with REDSPEED's installation of the RLPE System, GOVERNING BODY will endeavor to approve or reject all plans and issue all needed permits in an expedited manner. GOVERNING BODY will allow REDSPEED to build needed infrastructure in existing GOVERNING BODY owned easement as necessary and only after required permits have been approved. If the use of private property right of way is needed in connection with the installation of the RLPE System, GOVERNING BODY will assist REDSPEED in acquiring permission to build in existing utility easements as necessary. Any additional cost for private property right of way lease/rental costs will be borne by REDSPEED. REDSPEED reserves the right to not install on private property if the costs are unreasonable.
4. GOVERNING BODY's Traffic Infraction Enforcement Officer(s) will approve or reject each potential violation, in accordance with applicable law, within five (5) business days of its appearance in RedCheck.
5. GOVERNING BODY will handle inbound and outbound phone calls and correspondence from Motor Vehicle Owners who have questions about dispute, and other issues relating to the RLPE System. GOVERNING BODY may refer Motor Vehicle Owners with questions regarding REDSPEED or the RLPE System to websites and/or toll-free telephone numbers provided by REDSPEED for that purpose.
6. GOVERNING BODY will provide REDSPEED reasonable access to controlled intersections and grade crossings using the RLPE System for the purpose of enabling REDSPEED to conduct inspection, maintenance and repair.
7. At all times during the Term, GOVERNING BODY will maintain an ordinance ensuring that its use of the RLPE System complies with applicable law.
8. GOVERNING BODY hereby acknowledges and agrees that the decision to issue a Notice of Violation will be the sole, unilateral and exclusive decision of its Traffic Infraction Enforcement Officers as required by applicable law.

EXHIBIT B

SERVICE FEES

1. GOVERNING BODY will pay the following fees (collectively, “Fees”) to REDSPEED:

- a. A monthly fee of \$1,499.00 for each camera used in connection with the RLPE system. This cost includes routine inspection, maintenance and repair.
- b. A fee of \$5.99 for each of the following services:
 - i. Digital capture, download and review of violation evidence (including three pictures and a 12 second video clip including the entire yellow light cycle when applicable);
 - ii. Motor Vehicle Owner name and address retrieval associated with processing Notices of Violation (utilizing Secretary of State, United States Postal Service or another third-Party database);
 - iii. Letter handling services, including postage and color printing;
 - iv. Payment processing services, including check and credit card processing at the lock box, online, over the phone or during administrative hearings;
 - v. Customer services, including GOVERNING BODY-specific toll-free number, call center hearing scheduling, live operator support, and e-mail support; and
 - vi. Digital evidence archival service as may be required by the Local Records Act (50 ILCS 205/1 *et seq.*).

The foregoing notwithstanding, no service fee(s) will be charged under subsection (i) and (ii) above where potential violations are not approved by GOVERNING BODY or where no Notice of Violation is issued for any of the following reasons as identified in RedCheck:

- Safe Turn on Red;
- Authorized Emergency Vehicle;
- Blurred License Plate Image;
- License Plate Not Found;
- Officer Controlled Intersection;
- No Video Clip;
- Uncontrollable Conditions;
- Blurred Video Clip;
- Funeral Procession;
- Undercover Police Vehicle; or
- UTC Issued.

- c. A fee of \$150.00 to process requests for archival video exceeding ten (10) minutes in length.
 - d. A monthly fee of \$100.00 for each Automatic License Plate Recognition (ALPR) enabled camera.
2. GOVERNING BODY will receive a statement and invoice by the 15th of every month identifying for the prior month: (a) the total amount collected by REDSPEED from GOVERNING BODY's use of the RLPE System, (b) the total amount of Fees paid to REDSPEED, and (c) the net amount owed to GOVERNING BODY.
3. Collection of delinquent payments will be GOVERNING BODY's sole responsibility and expense.
4. All necessary electrical and high-speed internet services to the RPLE System will be the sole responsibility and expense of REDSPEED.
5. The Parties acknowledge that the fee structure set forth in this Exhibit B complies with all applicable State laws.

Resolution R-21-12
A Resolution Consenting to Certain Testimony in a Pending Lawsuit

WHEREAS, former employee Stephanie Hannon (“Hannon”) has filed a civil rights complaint against the City of Prospect Heights (“City”), former Alderman Scott Williamson (“Alderman”) and City Administrator Joe Wade (“Administrator”) under 42 U.S.C. Section 1983 for monetary damages, declaratory judgment, and injunctive relief (“Lawsuit”); and

WHEREAS, the Complaint arises out of Hannon’s employment with the City; and

WHEREAS, former City Attorney Michael Zimmermann (“Attorney”) has been subpoenaed to testify in the lawsuit; and

WHEREAS, Hannon alleges that the City, the Administrator and the Alderman took various steps to make her employment unpleasant and such actions rose to the level of violating Hannon’s civil rights; and

WHEREAS, among other characterizations, Hannon alleged in the Lawsuit that the Attorney made “improper” billings to the City and that Hannon “discovered” these billings; and

WHEREAS, the City, Alderman and Administrator generally deny any wrongdoing as alleged in the Lawsuit and have specifically denied that the Attorney made improper or illegal billings; and

WHEREAS, in the course of discovery and trial in the Lawsuit, it is anticipated that the Attorney will be asked about many aspects of his representation of the City and its officials and employees; and

WHEREAS, the City understands that under the Supreme Court Rules of Professional Conduct applicable to attorneys practicing in the State of Illinois, the Attorney is permitted to testify in response to allegations made about the Attorney’s conduct in any proceeding and that he will likely do so in the Lawsuit; and

WHEREAS, the City Council finds that it is further necessary for its defense of the claims made in the Lawsuit that the Attorney be allowed to testify as to certain communications related to City business and Hannon that go beyond the allegations about the Attorney’s conduct made in the Lawsuit. Accordingly, the City Council expressly consents to the Attorney’s testimony about those certain communications set forth below.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Prospect Heights, Cook County, Illinois as follows:

SECTION ONE: The above recitals are hereby incorporated into this Resolution as if set forth verbatim.

SECTION TWO: That the City Council consents to the Attorney’s testimony about the following communications:

- A. Communications related to Stephanie Hannon between the Attorney and Nicholas J. Helmer, Joe Wade, and any alderman of the City prior to the filing of the Notice of Charge(s) which preceded the Lawsuit.
- B. Communications related to Stephanie Hannon between the Attorney and William Balling and any other employee of the City prior to the filing of the Notice of Charge(s) which preceded the Lawsuit.
- C. Communications between the Attorney and Stephanie Hannon prior to the filing of the Notice of Charge(s) which preceded the Lawsuit.

SECTION THREE: That this Resolution shall take effect from and after its adoption.

PASSED AND APPROVED this 8th day of March, 2021.

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES: _____

NAYES: _____

ABSENT: _____

3/8/2021

Checks

General Fund	\$ 103,295.19
Motor Fuel Tax Fund	-
Palatine/Milwaukee Tax Increment Financing District	-
Tourism District	62.76
Development Fund	-
Drug Enforcement Agency Fund	-
Solid Waste Fund	23,118.89
Special Service Area #1	-
Special Service Area #2	-
Special Service Area #3	-
Special Service Area #4	-
Special Service Area #5	-
Special Service Area #8 - Levee Wall #37	79.00
Special Service Area-Constr#6(Water Main)	-
Special Service Area-Debt#6	-
Capital Improvements	6,104.00
Palatine Road Tax Increment Financing	-
Road Construction	-
Road Construction Debt	-
Water Fund	3,194.74
Parking Fund	212.91
Sanitary Sewer Fund	-
Road/Building Bond Escrow	840.00
TOTAL	\$ 136,907.49

Wire Payments

02/26/21 PAYROLL	164,480.88
IPPFA RETIREMENT HEALTH CARE FUNDING	8,661.83
	\$ 310,050.20

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
ADAM BIONDO	022221	MEAL ALLOWANCE PER CONT	02/22/2021	01-350-4010	38.00	.00	
Total ADAM BIONDO:					38.00	.00	
ADRIENNE BENDER	02/22/21	REFUND OVVERPMT	02/22/2021	01-120-3300	87.00	.00	
Total ADRIENNE BENDER:					87.00	.00	
ADVANTAGE MARKETING GRO	38693	WINTER 2021 NEWSLETTER	02/16/2021	01-320-5221	1,920.00	.00	
Total ADVANTAGE MARKETING GROUP LTD:					1,920.00	.00	
ALPHA PRIME COMMUNICATIO	51612S	TROUBLESHOOT STARCOMM &	02/22/2021	01-360-5611	275.00	.00	
Total ALPHA PRIME COMMUNICATIONS:					275.00	.00	
AZAVAR AUDIT SOLUTIONS	150629	CABLE REVIEW AUG 20	08/01/2020	01-125-3350	99.30	.00	
AZAVAR AUDIT SOLUTIONS	150630	AUG 20 ELECTRIC REVIEW	08/01/2020	01-105-3010	90.54	.00	
AZAVAR AUDIT SOLUTIONS	150631	AUG 20 F&b REVIEW	08/31/2020	01-105-3010	450.00	.00	
AZAVAR AUDIT SOLUTIONS	150632	AUG 20 GAS REVIEW	08/01/2020	01-105-3011	2.26	.00	
AZAVAR AUDIT SOLUTIONS	152524	APR 21 CABLE REVIEW	02/01/2021	01-125-3350	99.30	.00	
AZAVAR AUDIT SOLUTIONS	152525	APR 21 ELECTRIC AUDIT	02/01/2021	01-105-3010	90.54	.00	
AZAVAR AUDIT SOLUTIONS	152526	APR 21 GAS REVIEW	02/01/2021	01-105-3011	2.26	.00	
AZAVAR AUDIT SOLUTIONS	152728	MAY 21 ELECTRIC REVIEW	03/01/2021	01-105-3010	90.54	.00	
AZAVAR AUDIT SOLUTIONS	152729	MAY 21 GAS REVIEW	03/01/2021	01-105-3011	2.26	.00	
Total AZAVAR AUDIT SOLUTIONS:					927.00	.00	
CC Dept of Transportation & High	2020-4	TRAFFIC SIGNAL MAIN 10/20-12	01/03/2021	01-350-5031	1,313.25	.00	
Total CC Dept of Transportation & Highways:					1,313.25	.00	
CHICAGO METROPOLITAN AGE	FY2021--208	CMAP ANNUAL DUES	11/01/2020	01-310-5310	614.70	.00	
Total CHICAGO METROPOLITAN AGENCY FOR PLANNING:					614.70	.00	
CLINE PRINTING, LTD	95889	NAME PLATE LARA	02/26/2021	01-360-5100	31.31	.00	
Total CLINE PRINTING, LTD:					31.31	.00	
COMED I	02/11/21-18230	218 Fairway 1/13-2/11/21	02/11/2021	51-300-5410	24.51	.00	
COMED I	02/11/21-26911	604 MILWAUKEE 1/13-2/11/21	02/11/2021	13-300-5108	24.86	.00	
COMED I	02/11/21-51151	1250 RIVER 01/13-02/11/21	02/11/2021	13-300-5108	37.90	.00	
Total COMED I:					87.27	.00	
COMPASS MINERALS AMERICA	762617	ROAD SALT LOAD 4B	02/10/2021	01-350-5632	1,830.14	.00	
COMPASS MINERALS AMERICA	763988	ROAD SALT LOAD 4A	02/11/2021	01-350-5632	7,025.89	.00	
Total COMPASS MINERALS AMERICA:					8,856.03	.00	
CONSERV FS INC.	102017931	GASOLINE	02/15/2021	01-350-5751	2,711.58	.00	
CONSERV FS INC.	102017932	DIESAL FUEL	02/15/2021	01-350-5751	1,519.02	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total CONSERV FS INC.:					4,230.60	.00	
DAVID BANASZYNSKI	01/25/21	DELI 4 YOU HEALTH INSPECTI	01/25/2021	01-340-5100	300.00	.00	
Total DAVID BANASZYNSKI:					300.00	.00	
DE LAGE LANDEN FINANCIAL S	71457901	APR 21 PD COPIER	02/15/2021	01-360-5220	1,045.11	.00	
Total DE LAGE LANDEN FINANCIAL SERVICES INC:					1,045.11	.00	
DEKIND COMPUTER CONSULT	30109	APR 21 COMPUTER CONSULTA	03/01/2021	01-320-5130	3,510.00	.00	
DEKIND COMPUTER CONSULT	30147	FEB 21 OVRAGE	03/01/2021	01-320-5130	1,266.25	.00	
Total DEKIND COMPUTER CONSULTANTS:					4,776.25	.00	
DELORES GUEST	022421	REFUND OVER PMT	02/24/2021	01-120-3300	40.00	.00	
Total DELORES GUEST:					40.00	.00	
DELTA DENTAL OF ILLINOIS	1430455	MAR 21 HMO DENTAL	03/01/2021	01-360-4100	61.05	.00	
DELTA DENTAL OF ILLINOIS	1430456	MAR 21 RETIREE DENTAL	03/01/2021	01-370-4101	28.67	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-320-4100	13.06	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-340-4100	40.06	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-360-4100	284.16	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-350-4100	20.60	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-370-4101	115.74	.00	
DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	01-370-4101	6.53	.00	
DELTA DENTAL OF ILLINOIS	1432099	MAR 21 HMO VISION	03/01/2021	01-360-4100	19.27	.00	
Total DELTA DENTAL OF ILLINOIS:					589.14	.00	
EL-COR INDUSTRIES INC	114918	AUTO SHOP SUPPLY	02/15/2021	01-350-5020	58.50	.00	
Total EL-COR INDUSTRIES INC:					58.50	.00	
FAST MRO SUPPLIES, INC.	5592	PAPER TOWELS	02/23/2021	01-350-5710	1,380.60	.00	
Total FAST MRO SUPPLIES, INC.:					1,380.60	.00	
FLEXSOURCE, LLC	21641	FEB 21 FSA/HRA FEES	02/25/2021	01-320-5100	150.00	.00	
Total FLEXSOURCE, LLC:					150.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	01-320-5105	1,511.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	28-300-5100	79.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	01-320-5107	79.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	01-320-5106	103.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	01-320-5105	144.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	30-550-7064	711.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	01-320-5105	580.00	.00	
GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	30-550-7050	5,393.00	.00	
Total GEWALT HAMILTON ASSOCIATES INC.:					8,600.00	.00	
HMO ILLINOIS	02/12/21	MAR 2021 HMO	02/12/2021	01-360-4100	3,153.66	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total HMO ILLINOIS:					3,153.66	.00	
HOME DEPOT CREDIT SERVIC	01/28/21	BUILDING PLUMBING REPAIR	01/28/2021	51-300-5000	24.97	.00	
HOME DEPOT CREDIT SERVIC	01/28/21	SHOP SUPPLY	01/28/2021	01-350-5710	96.71	.00	
HOME DEPOT CREDIT SERVIC	01/28/21	PW PAINT SUPPLY	01/28/2021	01-350-5710	327.22	.00	
Total HOME DEPOT CREDIT SERVICES:					448.90	.00	
IL DEPT OF TRANSPORTATION	60423	SIGNAL IDOT 10/20-12/20	02/11/2021	01-350-5031	2,737.56	.00	
Total IL DEPT OF TRANSPORTATION:					2,737.56	.00	
IL MUNICIPAL LEAGUE	2021	2021 CITY MEMBERSHIP DUES	03/01/2021	01-310-5310	1,500.00	.00	
Total IL MUNICIPAL LEAGUE:					1,500.00	.00	
IUOE LOCAL 150 ADMIN	#150 A 2/12/21	LOCAL 150 ADMIN DUES 02/12/	02/12/2021	01-000-2050	326.88	.00	
IUOE LOCAL 150 ADMIN	#150 A 2/26/21	LOCAL 150 ADMIN DUES 02/26/	02/26/2021	01-000-2050	284.94	.00	
Total IUOE LOCAL 150 ADMIN:					611.82	.00	
IUOE LOCAL 150 MEMBERSHIP	#150 M 2/12/21	LOCAL 150 MEMBERSHIP DUES	02/12/2021	01-000-2050	72.00	.00	
IUOE LOCAL 150 MEMBERSHIP	#150 M 2/26/21	LOCAL 150 MEMBERSHIP DUES	02/26/2021	01-000-2050	60.00	.00	
Total IUOE LOCAL 150 MEMBERSHIP:					132.00	.00	
IWONA CZUBACKI	17-614B	1204 HIGHLAND BOND RFUND	03/01/2021	72-000-2310	840.00	.00	
Total IWONA CZUBACKI:					840.00	.00	
JASON OPIELA	022221	MEAL ALLOWANCE PER CONT	02/22/2021	01-350-4010	38.00	.00	
Total JASON OPIELA:					38.00	.00	
JEFFREY L BAUREIS	01/26-02/22/21	ELECTICAL INSPECTIONS 01/26	03/01/2021	01-340-5100	1,591.00	.00	
Total JEFFREY L BAUREIS:					1,591.00	.00	
JG UNIFORMS INC	81964	BADGE	02/17/2021	01-360-5741	80.95	.00	
Total JG UNIFORMS INC:					80.95	.00	
JOANNA PRISIAJNIOUK	022421	WEBINAR REIMBURSEMENT	02/24/2021	01-310-5330	15.00	.00	
Total JOANNA PRISIAJNIOUK:					15.00	.00	
JOE KRON	022221	MEAL ALLOWANCE PER CONT	02/22/2021	01-350-4010	38.00	.00	
Total JOE KRON:					38.00	.00	
JOSEPH CASSATA	022221	MEAL ALLOWANCE PER CONT	02/22/2021	01-350-4010	38.00	.00	
Total JOSEPH CASSATA:					38.00	.00	
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	01-320-4110	30.94	.00	
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	01-340-4110	32.85	.00	
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	01-350-4110	47.44	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	01-360-4110	196.53	.00	
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	51-300-4110	10.31	.00	
MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	01-000-2030	97.12	.00	
Total MADISON NATIONAL LIFE:					415.19	.00	
METROPOLITAN ALLIANCE OF	#252 2/2021	MAP #252 DUES 02/12/21	02/12/2021	01-000-2052	646.00	.00	
METROPOLITAN ALLIANCE OF	#253 2/2021	MAP #253 DUES 02/12/21	02/12/2021	01-000-2052	114.00	.00	
Total METROPOLITAN ALLIANCE OF POLICE:					760.00	.00	
METROPOLITAN INDUSTRIES I	INV02250	WATER SYSTEM DATA SERVIC	02/15/2021	51-300-5100	313.00	.00	
Total METROPOLITAN INDUSTRIES INC:					313.00	.00	
MIKE MC CLELLAN	022221	PD TWICE PET LICENSE	02/22/2021	01-120-3342	12.00	.00	
Total MIKE MC CLELLAN:					12.00	.00	
MOE FUNDS	04/2021	PW APRIL PREMIUMS	03/02/2021	51-300-4100	2,324.00	.00	
MOE FUNDS	04/2021	PW APRIL PREMIUMS	03/02/2021	01-350-4100	7,733.20	.00	
Total MOE FUNDS:					10,057.20	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-357389	SQUAD PARTS	02/23/2021	01-350-5020	48.28	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-357465	SQUAD PARTS	02/23/2021	01-350-5020	52.73	.00	
Total NAPA-HEIGHTS AUTOMOTIVE:					101.01	.00	
NICOR GAS	02/22/21-2093	CH 01/22/21-02/22/21	02/22/2021	01-320-5410	612.52	.00	
NICOR GAS	02/23/21-2024	METRA 01/25-02/23	02/23/2021	52-300-5410	212.91	.00	
NICOR GAS	02/23/21-7006	WELL HOUSE 01/25/21-02/23/21	02/23/2021	51-300-5410	457.94	.00	
NICOR GAS	02/23/21-9482	PW 1/25-2/23/21	02/23/2021	01-320-5410	1,140.79	.00	
NICOR GAS	02/23/21-9865	PD 01/25-02/23/21	02/23/2021	01-320-5410	537.28	.00	
Total NICOR GAS:					2,961.44	.00	
NORTH EAST MULTI-REGIONAL	280224	JOHN REID INTERVIEW & INTE	02/17/2021	01-360-5330	400.00	.00	
Total NORTH EAST MULTI-REGIONAL TRAINING INC.:					400.00	.00	
NORTH SHORE SIGN	121032	FEB 21 SIGN MAINTENANCE	02/01/2021	01-320-5100	243.00	.00	
Total NORTH SHORE SIGN:					243.00	.00	
NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	01-320-4100	1,698.94	.00	
NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	01-340-4100	4,953.72	.00	
NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	01-350-4100	2,540.40	.00	
NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	01-360-4100	33,085.86	.00	
NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	01-370-4101	5,225.05	.00	
Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT:					47,503.97	.00	
NORTHSHORE OMEGA	216328856-02	DEFRANCO DRUG TEST	02/19/2021	01-360-5100	222.00	.00	
NORTHSHORE OMEGA	216328856-02	DEFRANCO PHYSICAL	02/17/2021	01-360-5100	560.00	.00	
Total NORTHSHORE OMEGA:					782.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
PETTY CASH PD	02/26/21	WINDOW WASHING	02/26/2021	01-350-5104	104.00	.00	
PETTY CASH PD	02/26/21	COFFEE	02/26/2021	01-360-5330	42.88	.00	
PETTY CASH PD	02/26/21	PRISONER BLANKETS & MEAL	02/26/2021	01-360-5140	108.48	.00	
PETTY CASH PD	02/26/21	BATTERY FOR UV LIGHT	02/26/2021	01-360-5740	6.01	.00	
Total PETTY CASH PD:					261.37	.00	
RAY O'HERRON CO INC	2090499-IN	PD PANTS	02/24/2021	01-360-5741	248.07	.00	
Total RAY O'HERRON CO INC:					248.07	.00	
ROSE MARY JURINEK	02/24/21	COURT REPORTING FEB 21	02/24/2021	01-360-5100	400.00	.00	
Total ROSE MARY JURINEK:					400.00	.00	
SEAN HEBER	022221	MEAL ALLOWANCE PER CONT	02/22/2021	01-350-4010	38.00	.00	
Total SEAN HEBER:					38.00	.00	
SOLID WASTE AGENCY	6685	APR 2021 O&M COSTS	03/01/2021	17-300-5420	23,118.89	.00	
Total SOLID WASTE AGENCY:					23,118.89	.00	
THOMPSON ELEVATOR INSPEC	21-0493	2/15/21 ELEVATOR INSPECTION	02/16/2021	01-340-5100	600.00	.00	
THOMPSON ELEVATOR INSPEC	21-0565	2/18/21 ELECTRICAL INSPECTI	02/22/2021	01-340-5100	143.00	.00	
THOMPSON ELEVATOR INSPEC	21-0615	2/19/21 ELEVATOR INSPECTION	02/25/2021	01-340-5100	86.00	.00	
Total THOMPSON ELEVATOR INSPECT SVC INC:					829.00	.00	
TRIPLE CROWN PRODUCTS	267874	COLD WEATHER COSTS	02/24/2021	01-340-7020	397.57	.00	
Total TRIPLE CROWN PRODUCTS:					397.57	.00	
UNIFIRST CORPORATION	081 1554027	PW UNIFORMS & CARPET	02/19/2021	01-350-5104	192.39	.00	
UNIFIRST CORPORATION	081 1555849	PW CARPET & UNIFORMS	02/26/2021	01-350-5104	180.30	.00	
Total UNIFIRST CORPORATION:					372.69	.00	
VERIZON WIRELESS	9873111636	WIRELESS 01/11-02/10/21	02/10/2021	01-360-5610	1,026.27	.00	
VERIZON WIRELESS	9874007769	SCADA 01/24-02/23/21	02/23/2021	51-300-5410	40.01	.00	
Total VERIZON WIRELESS:					1,066.28	.00	
WAREHOUSE DIRECT OFFICE	4899687-0	OFFICE SUPPLIES	02/26/2021	01-320-5700	82.16	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					82.16	.00	
Grand Totals:					136,907.49	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2030 WITHHOLDING INSURAN	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	97.12	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 ADMIN	#150 A 2/12/21	LOCAL 150 ADMIN DUES 02/12/	02/12/2021	326.88	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 ADMIN	#150 A 2/26/21	LOCAL 150 ADMIN DUES 02/26/	02/26/2021	284.94	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 MEMBERSHIP	#150 M 2/12/21	LOCAL 150 MEMBERSHIP DUES	02/12/2021	72.00	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 MEMBERSHIP	#150 M 2/26/21	LOCAL 150 MEMBERSHIP DUES	02/26/2021	60.00	.00	
01-000-2052 WITHHOLDING POLICE U	METROPOLITAN ALLIANCE OF	#252 2/2021	MAP #252 DUES 02/12/21	02/12/2021	646.00	.00	
01-000-2052 WITHHOLDING POLICE U	METROPOLITAN ALLIANCE OF	#253 2/2021	MAP #253 DUES 02/12/21	02/12/2021	114.00	.00	
Total :					1,600.94	.00	
LOCAL TAXES							
01-105-3010 UTILITY - ELECTRIC	AZAVAR AUDIT SOLUTIONS	150630	AUG 20 ELECTRIC REVIEW	08/01/2020	90.54	.00	
01-105-3010 UTILITY - ELECTRIC	AZAVAR AUDIT SOLUTIONS	150631	AUG 20 F&b REVIEW	08/31/2020	450.00	.00	
01-105-3010 UTILITY - ELECTRIC	AZAVAR AUDIT SOLUTIONS	152525	APR 21 ELECTRIC AUDIT	02/01/2021	90.54	.00	
01-105-3010 UTILITY - ELECTRIC	AZAVAR AUDIT SOLUTIONS	152728	MAY 21 ELECTRIC REVIEW	03/01/2021	90.54	.00	
01-105-3011 UTILITY - NATURAL GAS	AZAVAR AUDIT SOLUTIONS	150632	AUG 20 GAS REVIEW	08/01/2020	2.26	.00	
01-105-3011 UTILITY - NATURAL GAS	AZAVAR AUDIT SOLUTIONS	152526	APR 21 GAS REVIEW	02/01/2021	2.26	.00	
01-105-3011 UTILITY - NATURAL GAS	AZAVAR AUDIT SOLUTIONS	152729	MAY 21 GAS REVIEW	03/01/2021	2.26	.00	
Total LOCAL TAXES:					728.40	.00	
LICENSES & FEES							
01-120-3300 VEHICLE STICKERS	ADRIENNE BENDER	02/22/21	REFUND OVVERPMT	02/22/2021	87.00	.00	
01-120-3300 VEHICLE STICKERS	DELORES GUEST	022421	REFUND OVER PMT	02/24/2021	40.00	.00	
01-120-3342 LICENSES - ANIMALS	MIKE MC CLELLAN	022221	PD TWICE PET LICENSE	02/22/2021	12.00	.00	
Total LICENSES & FEES:					139.00	.00	
FRANCHISE FEES							
01-125-3350 CABLE FRANCHISE FEE	AZAVAR AUDIT SOLUTIONS	150629	CABLE REVIEW AUG 20	08/01/2020	99.30	.00	
01-125-3350 CABLE FRANCHISE FEE	AZAVAR AUDIT SOLUTIONS	152524	APR 21 CABLE REVIEW	02/01/2021	99.30	.00	
Total FRANCHISE FEES:					198.60	.00	
CITY COUNCIL & BOARDS							
01-310-5310 MEMBERSHIPS	CHICAGO METROPOLITAN AGE	FY2021--208	CMAP ANNUAL DUES	11/01/2020	614.70	.00	
01-310-5310 MEMBERSHIPS	IL MUNICIPAL LEAGUE	2021	2021 CITY MEMBERSHIP DUES	03/01/2021	1,500.00	.00	
01-310-5330 TRAINING	JOANNA PRISIAJNIOUK	022421	WEBINAR REIMBURSEMENT	02/24/2021	15.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CITY COUNCIL & BOARDS:					2,129.70	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	13.06	.00	
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	1,698.94	.00	
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	30.94	.00	
01-320-5100 PROFESSIONAL SERVIC	FLEXSOURCE, LLC	21641	FEB 21 FSA/HRA FEES	02/25/2021	150.00	.00	
01-320-5100 PROFESSIONAL SERVIC	NORTH SHORE SIGN	121032	FEB 21 SIGN MAINTENANCE	02/01/2021	243.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	1,511.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	144.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	580.00	.00	
01-320-5106 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	103.00	.00	
01-320-5107 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	79.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	30109	APR 21 COMPUTER CONSULTA	03/01/2021	3,510.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	30147	FEB 21 OVERAGE	03/01/2021	1,266.25	.00	
01-320-5221 PRINTING	ADVANTAGE MARKETING GRO	38693	WINTER 2021 NEWSLETTER	02/16/2021	1,920.00	.00	
01-320-5410 UTILITIES	NICOR GAS	02/22/21-2093	CH 01/22/21-02/22/21	02/22/2021	612.52	.00	
01-320-5410 UTILITIES	NICOR GAS	02/23/21-9482	PW 1/25-2/23/21	02/23/2021	1,140.79	.00	
01-320-5410 UTILITIES	NICOR GAS	02/23/21-9865	PD 01/25-02/23/21	02/23/2021	537.28	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	4899687-0	OFFICE SUPPLIES	02/26/2021	82.16	.00	
Total ADMINISTRATION:					13,621.94	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	40.06	.00	
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	4,953.72	.00	
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	32.85	.00	
01-340-5100 PROFESSIONAL SERVIC	DAVID BANASZYNSKI	01/25/21	DELI 4 YOU HEALTH INSPECTI	01/25/2021	300.00	.00	
01-340-5100 PROFESSIONAL SERVIC	JEFFREY L BAUREIS	01/26-02/22/21	ELECTICAL INSPECTIONS 01/26	03/01/2021	1,591.00	.00	
01-340-5100 PROFESSIONAL SERVIC	THOMPSON ELEVATOR INSPEC	21-0493	2/15/21 ELEVATOR INSPECTION	02/16/2021	600.00	.00	
01-340-5100 PROFESSIONAL SERVIC	THOMPSON ELEVATOR INSPEC	21-0565	2/18/21 ELECTRICAL INSPECTI	02/22/2021	143.00	.00	
01-340-5100 PROFESSIONAL SERVIC	THOMPSON ELEVATOR INSPEC	21-0615	2/19/21 ELEVATOR INSPECTION	02/25/2021	86.00	.00	
01-340-7020 EQUIPMENT	TRIPLE CROWN PRODUCTS	267874	COLD WEATHER COSTS	02/24/2021	397.57	.00	
Total BUILDING DEPARTMENT:					8,144.20	.00	
PUBLIC WORKS							
01-350-4010 OVERTIME	ADAM BIONDO	022221	MEAL ALLOWANCE PER CONT	02/22/2021	38.00	.00	
01-350-4010 OVERTIME	JASON OPIELA	022221	MEAL ALLOWANCE PER CONT	02/22/2021	38.00	.00	
01-350-4010 OVERTIME	JOE KRON	022221	MEAL ALLOWANCE PER CONT	02/22/2021	38.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-350-4010 OVERTIME	JOSEPH CASSATA	022221	MEAL ALLOWANCE PER CONT	02/22/2021	38.00	.00	
01-350-4010 OVERTIME	SEAN HEBER	022221	MEAL ALLOWANCE PER CONT	02/22/2021	38.00	.00	
01-350-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	20.60	.00	
01-350-4100 HEALTH INSURANCE	MOE FUNDS	04/2021	PW APRIL PREMIUMS	03/02/2021	7,733.20	.00	
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	2,540.40	.00	
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	47.44	.00	
01-350-5020 VEHICLE MAINTENANCE	EL-COR INDUSTRIES INC	114918	AUTO SHOP SUPPLY	02/15/2021	58.50	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-357389	SQUAD PARTS	02/23/2021	48.28	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-357465	SQAUD PARTS	02/23/2021	52.73	.00	
01-350-5031 SIGNAL MAINTENANCE	CC Dept of Transportation & High	2020-4	TRAFFIC SIGNAL MAIN 10/20-12	01/03/2021	1,313.25	.00	
01-350-5031 SIGNAL MAINTENANCE	IL DEPT OF TRANSPORTATION	60423	SIGNAL IDOT 10/20-12/20	02/11/2021	2,737.56	.00	
01-350-5104 PROF SERVICES - BUILD	PETTY CASH PD	02/26/21	WINDOW WASHING	02/26/2021	104.00	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	081 1554027	PW UNIFORMS & CARPET	02/19/2021	192.39	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	081 1555849	PW CARPET & UNIFORMS	02/26/2021	180.30	.00	
01-350-5632 ICE CONTROL MAINTEN	COMPASS MINERALS AMERICA	762617	ROAD SALT LOAD 4B	02/10/2021	1,830.14	.00	
01-350-5632 ICE CONTROL MAINTEN	COMPASS MINERALS AMERICA	763988	ROAD SALT LOAD 4A	02/11/2021	7,025.89	.00	
01-350-5710 OPERATING SUPPLIES	FAST MRO SUPPLIES, INC.	5592	PAPER TOWELS	02/23/2021	1,380.60	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	01/28/21	SHOP SUPPLY	01/28/2021	96.71	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	01/28/21	PW PAINT SUPPLY	01/28/2021	327.22	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102017931	GASOLINE	02/15/2021	2,711.58	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102017932	DIESAL FUEL	02/15/2021	1,519.02	.00	
Total PUBLIC WORKS:					30,109.81	.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1430455	MAR 21 HMO DENTAL	03/01/2021	61.05	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	284.16	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1432099	MAR 21 HMO VISION	03/01/2021	19.27	.00	
01-360-4100 HEALTH INSURANCE	HMO ILLINOIS	02/12/21	MAR 2021 HMO	02/12/2021	3,153.66	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	33,085.86	.00	
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	196.53	.00	
01-360-5100 PROFESSIONAL SERVIC	CLINE PRINTING, LTD	95889	NAME PLATE LARA	02/26/2021	31.31	.00	
01-360-5100 PROFESSIONAL SERVIC	NORTHSHORE OMEGA	216328856-02	DEFRANCO DRUG TEST	02/19/2021	222.00	.00	
01-360-5100 PROFESSIONAL SERVIC	NORTHSHORE OMEGA	216328856-02	DEFRANCO PHYSICAL	02/17/2021	560.00	.00	
01-360-5100 PROFESSIONAL SERVIC	ROSE MARY JURINEK	02/24/21	COURT REPORTING FEB 21	02/24/2021	400.00	.00	
01-360-5140 PRISONERS CARE	PETTY CASH PD	02/26/21	PRISONER BLANKETS & MEAL	02/26/2021	108.48	.00	
01-360-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	71457901	APR 21 PD COPIER	02/15/2021	1,045.11	.00	
01-360-5330 TRAINING	NORTH EAST MULTI-REGIONAL	280224	JOHN REID INTERVIEW & INTE	02/17/2021	400.00	.00	
01-360-5330 TRAINING	PETTY CASH PD	02/26/21	COFFEE	02/26/2021	42.88	.00	
01-360-5610 EQUIPMENT MAINTENAN	VERIZON WIRELESS	9873111636	WIRELESS 01/11-02/10/21	02/10/2021	1,026.27	.00	
01-360-5611 RADIO MAINTENANCE	ALPHA PRIME COMMUNICATIO	51612S	TROUBLESHOOT STARCOMM &	02/22/2021	275.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-5740 RANGE SUPPLIES	PETTY CASH PD	02/26/21	BATTERY FOR UV LIGHT	02/26/2021	6.01	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	81964	BADGE	02/17/2021	80.95	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2090499-IN	PD PANTS	02/24/2021	248.07	.00	
Total PUBLIC SAFETY:					41,246.61	.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1430456	MAR 21 RETIREE DENTAL	03/01/2021	28.67	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	115.74	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1432082	MAR 21 PPO VISION	03/01/2021	6.53	.00	
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	0221M	FEB 2021 PPO MEDICAL	03/02/2021	5,225.05	.00	
Total REIMBURSABLE EXP:					5,375.99	.00	
Total GENERAL FUND:					103,295.19	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT EXPENSES							
13-300-5108 BEAUTIFICATION	COMED I	02/11/21-26911	604 MILWAUKEE 1/13-2/11/21	02/11/2021	24.86	.00	
13-300-5108 BEAUTIFICATION	COMED I	02/11/21-51151	1250 RIVER 01/13-02/11/21	02/11/2021	37.90	.00	
Total EXPENSES:					62.76	.00	
Total TOURISM DISTRICT:					62.76	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SOLID WASTE DISPOSAL FUND EXPENSES							
17-300-5420 SWANCC CHARGES	SOLID WASTE AGENCY	6685	APR 2021 O&M COSTS	03/01/2021	23,118.89	.00	
Total EXPENSES:					23,118.89	.00	
Total SOLID WASTE DISPOSAL FUND:					23,118.89	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #8							
EXPENSES							
28-300-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	79.00	.00	
Total EXPENSES:					79.00	.00	
Total SSA #8:					79.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CAPITAL IMPROVEMENTS							
30-550-7050 STREET RESURFACING	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	5,393.00	.00	
30-550-7064 DRAINAGE IMPR - WILLO	GEWALT HAMILTON ASSOCIAT	01/31/21	JAN 21 ENGINEERING SERVICE	02/18/2021	711.00	.00	
Total :					6,104.00	.00	
Total CAPITAL IMPROVEMENTS:					6,104.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND							
EXPENSES							
51-300-4100 HEALTH INSURANCE	MOE FUNDS	04/2021	PW APRIL PREMIUMS	03/02/2021	2,324.00	.00	
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1431634	MAR 21 LIFE INSURANCE	03/01/2021	10.31	.00	
51-300-5000 BUILDING MAINTENANC	HOME DEPOT CREDIT SERVIC	01/28/21	BUILDING PLUMBING REPAIR	01/28/2021	24.97	.00	
51-300-5100 PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	INV02250	WATER SYSTEM DATA SERVIC	02/15/2021	313.00	.00	
51-300-5410 UTILITIES	COMED I	02/11/21-18230	218 Fairway 1/13-2/11/21	02/11/2021	24.51	.00	
51-300-5410 UTILITIES	NICOR GAS	02/23/21-7006	WELL HOUSE 01/25/21-02/23/21	02/23/2021	457.94	.00	
51-300-5410 UTILITIES	VERIZON WIRELESS	9874007769	SCADA 01/24-02/23/21	02/23/2021	40.01	.00	
Total EXPENSES:					3,194.74	.00	
Total WATER FUND:					3,194.74	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	NICOR GAS	02/23/21-2024	METRA 01/25-02/23	02/23/2021	212.91	.00	
Total EXPENSES:					212.91	.00	
Total PARKING FUND:					212.91	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ROAD & BUILDING BOND ESCROW							
72-000-2310 DEPOSIT ROAD/BUILDE	IWONA CZUBACKI	17-614B	1204 HIGHLAND BOND RFUND	03/01/2021	840.00	.00	
Total :					840.00	.00	
Total ROAD & BUILDING BOND ESCROW:					840.00	.00	
Grand Totals:					136,907.49	.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	103,295.19	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	62.76	.00	
SOLID WASTE DISPOSAL FUND			
Total SOLID WASTE DISPOSAL FUND:	23,118.89	.00	
SSA #8			
Total SSA #8:	79.00	.00	
CAPITAL IMPROVEMENTS			
Total CAPITAL IMPROVEMENTS:	6,104.00	.00	
WATER FUND			
Total WATER FUND:	3,194.74	.00	
PARKING FUND			
Total PARKING FUND:	212.91	.00	
ROAD & BUILDING BOND ESCROW			
Total ROAD & BUILDING BOND ESCROW:	840.00	.00	
Grand Totals:	136,907.49	.00	