VILLAGE OF ALGONQUIN VILLAGE BOARD MEETING June 20, 2017 7:30 p.m. 2200 Harnish Drive

-AGENDA-

- 1. CALL TO ORDER
- 2. ROLL CALL ESTABLISH QUORUM
- 3. PLEDGE TO FLAG
- 4. ADOPT AGENDA
- 5. AUDIENCE PARTICIPATION
- **6.** (Persons wishing to address the Board must register with the Village Clerk prior to call to order.)
- 7. THE VILLAGE OF ALGONQUIN PROCLAIMS JUNE 19-25, 2017 AS POLLINATOR WEEK
- 8. APPOINTMENT PRESIDENT SCHMITT

(All Appointments Require the Advice and Consent of the Village Board)

A. Economic Development Commission Member - Robert Smith

9. CONSENT AGENDA/APPROVAL:

All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved/accepted by one motion with a voice vote.

- A. APPROVE MEETING MINUTES:
 - (1) Village Board Meeting Held June 6, 2017
 - (2) Committee of the Whole Held June 13, 2017
- **B.** VILLAGE MANAGER'S REPORT FOR MAY 2017

10. OMNIBUS AGENDA/APPROVAL:

The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote.

(Following approval, the Village Clerk will number all Ordinances and Resolutions in order.)

A. PASS ORDINANCES:

- (1) Pass an Ordinance Establishing Prevailing Wage Rates for the Village of Algonquin
- (2) Pass an Ordinance Accepting the Glenloch PUD Amendment and Final Plat of Resubdivision

B. ADOPT RESOLUTIONS:

- (1) Pass a Resolution Accepting and Approving an Agreement allowing the use of MFT Funds for the Completion of Engineering of Sleepy Hollow Road in the Amount of \$250,00.00
- (2) Pass a Resolution Accepting and Approving an Agreement allowing the use of MFT Funds for a Portion of the Engineering and Construction Management of Harper Drive in the Amount of \$10,379.00
- (3) Pass a Resolution Accepting and Approving the Purchase of a Ford Interceptor Sedan (Taurus), in the Amount of \$30,844.00
- (4) Pass a Resolution Accepting and Approving the Amendment of the Employee Policy Manual
- (5) Pass a Resolution Accepting and Approving the Amendment of the Employee Travel Policy

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AND/OR OMNIBUS AGENDA

11. APPROVAL OF BILLS FOR PAYMENT AND PAYROLL EXPENSES AS RECOMMENDED BY THE VILLAGE MANAGER

A. List of Bills Dated June 20, 2017 totaling \$ 939,925.09

12. COMMITTEE OF THE WHOLE:

A. COMMUNITY DEVELOPMENT

- 1 Approve a Special Event Permit for Founders' Days July 27-30, 2017
- B. GENERAL ADMINISTRATION
- C. PUBLIC WORKS & SAFETY
- 13. VILLAGE CLERK'S REPORT
- 14. STAFF COMMUNICATIONS/REPORTS, AS REQUIRED
- 15. CORRESPONDENCE
- 16. OLD BUSINESS
- 17. EXECUTIVE SESSION: If required
- 18. NEW BUSINESS
- 19. ADJOURNMENT

PROCLAMATION RECOGNIZING JUNE 19-25, 2017 AS POLLINATOR WEEK

WHEREAS, pollinator species such as bees, birds, bats, and insects are essential partners of farmers and ranchers in producing much of our food supply; and

WHEREAS, pollination plays a vital role in the health of our national forests and grasslands, which provide forage, fish and wildlife, timber, water, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse ecosystems; and

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans and is representative of pollinators; and

WHEREAS, the monarch butterfly is the state insect of Illinois as approved by the General Assembly in 1975 and as such is the icon species for pollinators; and

WHEREAS, the Village of Algonquin promotes wise conservation stewardship, including the protection and maintenance of pollinators and their habitats in parks and open spaces; and

WHEREAS, cities, towns and counties have a critical role to play to save the monarch butterfly and pollinators in general, and the Village of Algonquin has played a leadership role by launching a partnership with the Algonquin Area Public Library District; and

WHEREAS, every citizen of Algonquin can make a difference for the monarch and pollinators by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work, learn, play and worship; and

WHEREAS, on behalf of the people of Algonquin who have already joined in creating healthy habitat for these magnificent butterflies, I am honored to lead the way by signing the National Wildlife Federation's Mayors' Monarch Pledge; and I encourage other city officials across our great nation to take a stand with me so that the monarch butterfly will once again flourish across the continent.

NOW, THEREFORE, BE IT PROCLAIMED by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois that the Village of Algonquin does hereby proclaim the week of June 19-25, 2017 as Pollinator Week, and urges all citizens to recognize this observance.

Dated this 20th day of June, 2017

(Seal)

Approved:



Attest:

tohn C. Schmitt, Village President

Gerald S. Kautz, Village Clerk



APPOINT MENT

I, John C. Schmitt, duly appointed and qualified President of the Village of Algonquin, Illinois, Counties of McHenry and Kane, do hereby proclaim and make the following appointments and request the Advice and Consent of the Board of Trustees.

ECONOMIC DEVELOPMENT COMMISSION

<u>NAME</u>	<u>POSITION</u>	<u>TERM</u>
Robert "Bob" Smith	Member	06/20/2017 – 05/01/2018
Dated this 20 th day of June 2017		
	John C. Schmitt	t, Village President
ADVICE AND CONSENT OF APP	<u>POINTMENT</u>	
The members of the Board of Tru day in the year above written.	stees of the Village of Algonquin hereby	advise and consent to the above appointments th
(SEAL)		
ATTEST: Gerald S. Kautz, Village	Clark	
Geraiu 3. Nautz, Village	CICIN	



MINUTES OF THE REGULAR MEETING THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILL

OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ALGONQUIN, MCHENRY & KANE COUNTIES, ILLINOIS HELD IN THE VILLAGE BOARD ROOM ON June 6, 2017

<u>CALL TO ORDER</u>: President Schmitt called tonight's meeting to order at 7:30 PM. Deputy Village Clerk Michelle Weber called the roll with the following trustees present; Debby Sosine, Janis Jasper, Jerrold Glogowski, Laura Brehmer, Jim Steigert. A quorum was established.

Staff in attendance: Tim Schloneger, Bob Mitchard, Chief John Bucci, Deputy Clerk Michelle Weber, and Attorney Kelly Cahill.

Note: Trustee John Spella was seated at 7:33 p.m.

PLEDGE TO FLAG: Deputy Clerk Weber led all present in the Pledge of Allegiance.

<u>ADOPT AGENDA</u>: Moved by Sosine, seconded by Glogowski, to adopt tonight's agenda, deleting Item 16, Executive Session. Voice vote: ayes carried.

AUDIENCE PARTICIPATION: None

PROCLAMATION: Deputy Clerk Weber read the following Proclamation:

1. The Village of Algonquin Proclaims the first full week in September, Payroll Week

<u>CONSENT AGENDA</u>: The following items are considered routine in nature and are approved/accepted by one motion with a voice vote:

A. APPROVE MEETING MINUTES:

- (1) Village Board Annual Meeting Held May 16, 2017
- (2) Committee of the Whole Meeting Held May 23, 2017

Moved by Spella, seconded by Sosine, to approve the Consent Agenda of June 6, 2017. Voice vote; ayes carried.

OMNIBUS AGENDA: The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote. (Following approval, the Village Clerk will number all Ordinances and Resolutions in order.)

PASS ORDINANCES:

- (1) **Ordinance 2017-O-21,** Approving an Ordinance Amending Chapter 22, Subdivision Regulations of the Algonquin Municipal Code Regarding Letter of Credit Form *ADOPT RESOLUTIONS*:
- (1) **Resolution 2017-R-25**, Accepting and Approving an Agreement with Compass Minerals for the Purchase of Road Salt, not to exceed \$68.46 per ton.

Moved by Steigert, seconded by Sosine, to approve the Omnibus Agenda of June 6, 2017. Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert. Motion carried; 6-ayes, 0-nays.

<u>APPROVAL OF BILLS</u>: Moved by Glogowski, seconded by Sosine, to approve the List of Bills for payment for 06/06/2017 including payroll expenses, and insurance premiums as recommended for approval.

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer, Steigert. Motion carried; 6-ayes, 0-nays.

PAYMENT OF BILLS:

General	\$ 478,498.67
MFT	37,341.85
Swimming Pool	6,099.67
Street Improvement	196,457.56
Park Improvement	250.00
Water & Sewer	201,691.52
Water & Sewer Improvement	100,490.63
Building Maintenance	76,531.84
Vehicle Maintenance Service	<u>25,217.90</u>
	Total \$ 1,122,579.64

COMMITTEE & CLERK'S REPORTS:

COMMITTEE OF THE WHOLE: No Report

VILLAGE CLERK ~ Deputy Clerk Weber reported the future Village meeting schedule.

STAFF REPORTS:

<u>ADMINISTRATION</u> ~ Mr. Schloneger reporting:

1- Skitich audit firm performed internal control audit interviews with staff over the last couple weeks. They will continue their interviews with the Trustees by sending each a letter. You should expect those in the next few days if you have not received them already.

COMMUNITY DEVELOPMENT ~ None

PUBLIC WORKS ~ Mr. Mitchard reported the following:

- 1- Glenmoor Subdivision Rehab Project is underway. Concrete work is in progress replacing some aprons, sidewalks, and curb patching. Starting the exploratory trenches on the project which is part of the work that has to take place prior to the rototilling of the road subbase to discover any utilities that may be shallower that we anticipate. This work will continue over the next week.
- 2- Gaslight Subdivision Road Rehab design kickoff meeting was today. Construction to begin summer of 2018.
- 3- Souwanas/Scott/Schuett design kickoff meeting was held in May and survey work is underway.
- 4- The LED light change out work is complete. We are now starting to receive rebate monies from the State of Illinois for the program.

Trustee Sosine asked if staff could look into the new bush planted on Highland and Sandbloom, she feels as it grows it will hamper the line of sight for drivers on that corner. Mr. Mitchard indicated, he will have it removed.

<u>POLICE DEPARTMENT</u> ~ Chief Bucci reported the following:

- 1- The Annual Torch Run for Special Olympics was last weekend. The Algonquin PD was responsible for the Barrington to McHenry portion of the race. Seven Algonquin PD staff members took part in the race this year. This weekend is the ceremony for the Special Olympic Games in Bloomington, Officer Dykstra will be attending.
- 2- LC13 State compliance checks have been completed. Although no Ordinance violations were found, there were a few other compliance issues that were reported to the State. All-in-all, of the 68 checks the businesses did very well.
- 3- Staff is working with Founder's to continue with this year's event plan.
- 4- The Sergeant's exam is to take place this weekend. This exam will establish a promotion list, which our current list is expiring in the next couple weeks. This list is valid for three years.

VILLAGE ATTORNEY ~ Ms. Cahill reporting:

1- Her office has been working on the Police Department contract and personnel issues.

CORRESPONDENCE & MISCELLANEOUS: None

OLD BUSINESS: None

EXECUTIVE SESSION: None

NEW BUSINESS: None

<u>ADJOURNMENT</u>: There being no further business, it was moved by Spella, seconded by Sosine, to adjourn. Voice vote; ayes carried.

The meeting was adjourned at 7:43 pm.

Submitted:	
Approved this 20 th day of June 2017	Deputy Village Clerk, Michelle Weber
	Village President John Schmitt

Village of Algonquin Committee of the Whole Meeting Minutes Held in Village Board Room June 13, 2017

AGENDA ITEM 1: Roll Call – Establish a Quorum

Chairman Jim Steigert called the Committee of the Whole meeting to order at 7:30 p.m.

Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer and Jim Steigert. A guorum was established.

Absent: President John Schmitt

Staff Members Present: Mike Kumbera, Russ Farnum, Katie Parkhurst, Bob Mitchard, Chief John Bucci, and Todd Walker. Attorney, Kelly Cahill and Village Clerk Jerry Kautz were also in attendance.

(Note: President Schmitt joined the meeting by phone with the unanimous consent of the Committee

members)

AGENDA ITEM 2: The Village Proclaims June 14, 2017 Gary Chester Day

Village Clerk Kautz read a Proclamation the Village of Algonquin Proclaims June 14, 2017 Gary Chester Day.

AGENDA ITEM 3: Public Comment – Audience Participation

None

AGENDA ITEM 4: Community Development

A. Consider a Special Event Permit for Founders Days July 27 – 30, 2017

Based on the latest schedule of events for the 2017 Founders' Days activities (see attached), the following permits and/or fee waivers will be necessary for approval by the Village Board. The attached overview park map is tentative and may have future changes.

- Permit Towne Park to remain open during hours as approved (July 27, 28, 29, 30).
- Permit the carnival, entertainment which includes concerts and musical performances with amplified music, and selling of foods and goods in Towne Park and Riverfront Park pursuant to the Schedule of Events (July 27, 28, 29, 30).
- Permit vehicles in Towne Park subject to Village Staff and Founders' Days President approval (July 27, 28, 29, 30).
- Permit dogs, cats and other domestic pets in Towne Park from one hour before to one hour after the Dog and Cat Show (July 28) and adoptable pets from local shelter in Towne Park (July 27, 28, 29, 30).
- Permit sidewalk sales in the downtown area (July 27, 28, 29, 30), and outside selling of goods on public property by only those vendors approved by the Founders' Days Committee (July 27, 28, 29, 30).
- Permit bicycles in Towne Park from one hour before to one hour after the Bike Decorating Contest on July 27.
- Permit the closure of certain public streets for the Founders' parade on July 29 and a car show on S.
 Main Street July 30.
- Permit the posting of certain posters and signs designating events, sponsors, routes or directions related to Founders' Days activities subject to the approval of the Police Chief and the Founders' Days President.
- Permit firework aerial display at dusk on July 30 with approved applications and insurance filed with the Police Chief.
- Permit the Founders' Run(s) be held on certain streets in the Village on July 30 from 8:00 a.m. to 9:30 a.m. as approved by Police Chief and Public Works.
- Permit food vendor trucks to park on the public street area of N. Harrison St. on July 30 during the firework event.
- Allow for temporary tents to be installed upon Village-owned vacant property at the southeast corner of W. Algonquin Road and S. Main Street. (No vehicles will be permitted to be parked within the grass lot(s)).
- Waive the public event license permit fee along with the electrical permit fee and temporary sign permit fee(s).

Permit the use of public streets for the use of a horse drawn trolley on July 27, July 28 and July 29.
 (Washington Street to S. Harrison Street)

NOTE: The Special Event Liquor License is subject to the appropriate fees, terms and approval of the Liquor Commissioner. A separate raffle license shall be obtained.

Consensus of the Committee of the Whole was to move this annual item on to the Board for approval.

B. Consider an Amended PUD and Final Plat for Glenloch/Waterford of Algonquin

Mr. Farnum reported the following, Bill Robinson, who was present on behalf of CalAtlantic Homes (formerly Ryland Homes) and CityView Algonquin Shores 166, has petitioned for approval of a PUD Amendment for the Glenloch/Waterford of Algonquin Subdivision. The requested changes include the following:

- Conversion of the townhomes to single family detached homes on "Flex Lots";
- Addition of age restriction (55+) onto the new single family lots, following the remainder of the
- subdivision:
- Elimination of the affordable condo building at the south end of Indigo Drive;
- Relocation of the community building from the north end of Mahogany Drive to the northeast
- corner of Magenta Lane and Sable Lane;
- Waiver of future building code requirement for residential sprinklers, in exchange for addition of
- a sprinkler head in the furnace room and garage or kitchen.

This subdivision was approved as an age-restricted (55+) development with all yard and landscaping maintenance provided by the Owners Association. This remains part of the subdivision even under this new proposal by CalAtlantic. Members had questions as to if there will be a variety of siding and roofing colors and the possibility of plantings that will attract Monarch Butterflies. Mr. Glogowski asked if the sidewalks will be in typical locations. Mr. Robinson replied there will be road, parkway, and then the sidewalk. In relation to this President Schmitt voiced his concerns about the shorter driveways in this subdivision and would like to see covenants prohibiting RVs and boats from being parked. Ms. Jasper asked about pricing of the homes and being told the average is around \$235K. Marketing studies indicate the need for 55+ housing and the eastside location is ideal.

Following discussion, it was consensus of the Committee of the Whole to have the developer work with Staff to resolve some issues and then move to the Board for approval.

C. Consider "The Mayors' Monarch Pledge"

Ms. Parkhurst reporting:

The National Wildlife Federation encourages local governments to take action to help save the monarch butterfly, an iconic species whose populations have declined by 90% in the last 20 years. Through the Mayors' Monarch Pledge, cities are committing to create habitat and educate citizens about how they can make a difference. In order to sign the pledge, the Village must commit to a minimum of three action items that will be done within a year. We will receive special recognition if we take more than eight actions. The National Wildlife Federation will request quarterly reports to check the status of the action items the Village commits to doing. The Village of Algonquin has formed a partnership with the Algonquin Area Public Library District to further the outreach of awareness of the importance of pollinator species. Comments were positive with Mr. Mitchard stating that the Village and Library will plant a monarch-friendly demonstration garden at a prominent location. The Village will plant a large area, the sledding hill, in Spella Park. The Library will plant in one of the raised planters. The Village plans to convert the plantings on the sled hill at Ted Spella Community Park to include all native plants including milkweed and nectar producing plants. The planting is scheduled to take place in the summer/fall of 2017. The Village has applied for a grant through Openlands and ComEd Green Region Program to help with the cost of the land preparation and planting. Ms. Sosine said the School District should get involved and possibly help with seed packets.

The consensus was to pass this item to the Board for approval and signing the pledge.

AGENDA ITEM 5: General Administration

A. Consider Employee Policy Manual Revisions

Mr. Walker and Mr. Kumbera reporting on Items A, B, & C

The Village Personnel Policy Manual was approved in 1996, revised in 2006 and again in 2010.

Since our last review, the Village re-negotiated several Union Contracts and made significant changes in our management and operations. Therefore, it is Mr. Walker's recommendation we update our policy manual to reflect changes made since our last revision. Please note, a majority of these changes are clarifications in language, elimination of language within the manual because of policies that are referred to outside the manual, and/or have minimum impact on the economic benefits for our employees. Some benefits within, such as the Vacation Policy and Travel Policy, have been modified to address current and future economic concerns. To allow for implementation, it is Mr. Walker's request to make the changes effective July 1, 2017. Since both items, A & B are related the Chairman asked for separate consensus to accept the Village Policy Manual with the Employee Travel Policy removed to stand on its own.

It was the consensus of the Committee of the Whole to move this to the Board for approval.

B. Consider Amending the Employee Travel Policy

Finance staff was asked to provide guidance and draft an employee travel policy to address certain concerns raised by internal staff. Currently, Village policy regulating employee travel is incorporated in the Village's personnel policy and/or through specific provisions in one of our three collective bargaining agreements. Staff objectively reviewed current Village policy, past Village expenses, other local government policies, internal control practices, regulatory information, and employee input to guide the drafting of the attached employee travel policy. In 2016, Governor Rauner sign into law the Local Government Travel Expense Control Act that is applicable to non-home rule units of government in Illinois. The statute provides a framework for official travel purposes, maximum allowable reimbursement thresholds, standardized reporting, approval process, and prohibition of entertainment expense reimbursement. The proposed employee travel policy is derived from this statute, less expense approval, which will continue to conform to existing Village purchasing policies. Overall, the frequency, utilization, and expenditure level related to employee travel is very minimal. The revised employee travel policy lends itself to a reasonable internal control environment, ensuring that our employees have clear guidance and resources to conduct official Village business in an appropriate, economical, and ethical manner. Discussion centered on whether or not to reimburse employees for food expense in certain instances.

The Committee of the Whole consensus was to have Staff reword the policy to include meal reimbursement for non-overnight travel into the Employee Travel Policy and bring forward for approval.

C. Consider an Ordinance Establishing Prevailing Wage Rates for the Village of Algonquin

This is a housekeeping measure. Per state statute, the Village is required to pass an ordinance establishing prevailing wage rates on an annual basis for public works projects. The Prevailing Wage Act requires contractors and subcontractors to pay laborers, workers, and mechanics employed on public works construction projects no less than the general prevailing rate of wages (consisting of hourly cash wages plus fringe benefits) for work of a similar character in the county where the work is performed.

Consensus of the Committee of the Whole was to move this item to the Board for approval.

AGENDA ITEM 6: Public Works & Safety

A. Consider the Purchase of a Ford Interceptor in the Amount of \$30,844.00

Chief Bucci requested permission to move forth with the purchase of a Ford Interceptor Sedan (Taurus), with a total cost of \$30,844. This vehicle is a replacement vehicle for squad 58 that was "totaled" while attempting to conduct a traffic stop, while emergency lights and sirens were activated. Squad 58 was assigned to our traffic unit that was an unmarked Dodge Durango SUV. Having an unmarked SUV assigned to our traffic division has proven to be extremely valuable and it is my intention to assign our black unmarked Ford SUV to the traffic unit. At this time, we have removed a vehicle from the patrol fleet, a fully marked Dodge Charger, lowering our fleet for patrol by one. This creates additional mileage and usage to vehicles in the fleet which has proven to create additional maintenance and repairs, and increases the potential for vehicles being out of service on a more consistent basis. The Department received a check during FY17 in the amount of \$19,767.75 for the total loss of Squad 58. The Department would like to use the funds received from insurance with an additional \$11,077.25 from general funds to cover the difference for the purchase.

Consensus was to pass this item to the Board for approval.

B. Consider a Resolution allowing the use of MFT Funds for the Completion of Engineering of Sleepy Hollow Road in the amount of \$250,000.00

Mr. Mitchard reporting:

The Sleepy Hollow Road resolution is needed in order to appropriate MFT funds for engineering of this road construction project. Although we have almost finished the design, an oversight on our part caused this paperwork not to be completed. Therefore, the passing of this resolution is this is just a formality to comply with IDOT as they have already authorized the spending of these funds. We will not be using MFT funds for the construction of this project so this resolution amount is for engineering only. Therefore, it is Mr. Mitchard's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of expenditure of MFT Funds for Sleepy Hollow Road in the amount of \$250,000.00. During discussion, Ms. Brehmer asked if 'traffic calming' will be included in Sleepy Hollow construction as mentioned at a previous meeting. Mr. Mitchard replied no, as Sleepy Hollow Road is too busy for any narrowing (Calming) and would no doubt make traffic dangerous.

Consensus was to move this item forward for approval.

C. Consider a Supplemental Resolution allowing the use MFT Funds, for a Portion of the Engineering and Construction Management of Harper Drive in the amount of \$10,379.00

The Harper Drive resolution is a supplemental resolution in order to use MFT funds to pay for the engineering, construction management and construction of Harper Drive. Our original appropriating resolution was in the amount of \$670,000.00. However, the project has now been completed at a total cost of \$680,370.90. Therefore, IDOT requires a supplemental resolution to cover this difference of \$10,370.90.

The Consensus of the Committee of the Whole was to also move this forward to the Board for approval.

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

1. Chairman Steigert invited the Village Board to join himself and Trustees Brehmer, and Jasper in observing Public Works repave Fairway View Drive later this week.

AGENDA ITEM 9: Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 8:48 p.m.

Submitted: Jerry Kautz, Village Clerk

MANAGERS REPORT MAY 2017

BUDGET OFFICER REPORT

COLLECTIONS

Total collections for all funds in May 2017 were \$3,047,479.54. Some of the larger revenue categories included in this report are as follows:

Real Estate Tax	\$ 307,389
Income Tax	\$ 208,149
Sales Tax	\$ 531,970
Water & Sewer Payments	\$ 436,162
Home Rule Sales Tax	\$ 284,683

There are two (2) months of Local Government Distributive Fund (LGDF) distribution in arrears (\$704,312.98) for May month end.

INVESTMENTS

The total cash and investments for all funds as of May 31, 2017 is \$42,550,369. Currently, unrestricted cash in the General Fund is 60 percent (7 months) of this fiscal year's General Fund budget (recommended range 25%-50%) with an expected uptick in June to the property tax receipts. Please see the attached graph depicting unrestricted cash.

BUDGET

At 8.3% of the fiscal year, General Fund revenues are at 7.7 percent of the budget. The expenditures are at 6.9 percent of the budget. Revenues for the month were \$136,945 more than expenditures for the General Fund primarily due property tax receipts. Major expenditures in the General Fund for the period reported include \$15,000 for Cityworks asset management software annual maintenance (remainder of expense paid from Water and Sewer Operating Fund) in Public Works Administration and Public Works General Services and \$5,361 for Kronos timekeeping software annual maintenance in Multidepartmental.

POLICE DEPARTMENT REPORT

The Police Department report shows calls for service for 2017 May YTD were 1293 which is 23% lower than the 1623 for May YTD 2016.

Total citations issued for May YTD 2017, at 3575, is 12% higher than May YTD 2016 total of 3196.

Vehicle accidents for May 2017 YTD are 422 which is 3% less than 437 for May YTD of 2016.

BUILDING STATISTICS REPORT

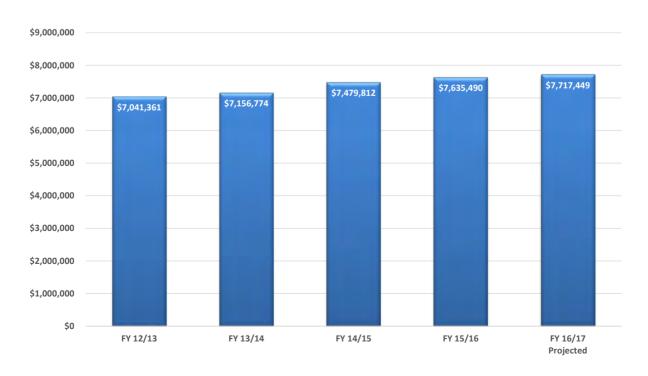
Total permits issued fiscal year to date as of May 2017, 304, are down 2.25% when compared to the last fiscal year-to-date total.

Total collections fiscal year to date for permits, at \$43<902.96, a decrease of approximately 21% than the last fiscal year-to-date total.

4 permits were issued for new single/two- family residential units during this fiscal year to date at the end of May, as compared to 3 new single- family residential units by the end of May last year.

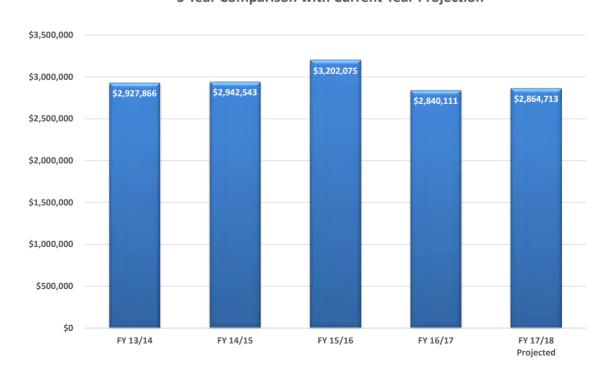
VILLAGE OF ALGONQUIN REVENUE REPORT STATE SALES TAX

MONTH OF	MONTH OF	MONTH OF					
SALE	COLLECTION	DISTRIBUTION	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
May	June	August	\$603,453	\$610,986	\$647,658	\$633,938	\$657,361
June	July	September	\$618,201	\$616,737	\$638,942	\$667,755	\$697,444
July	August	October	\$571,337	\$586,460	\$613,034	\$633,141	\$624,459
August	September	November	\$555,062	\$604,906	\$611,760	\$645,471	\$634,106
September	October	December	\$567,241	\$568,566	\$616,207	\$630,810	\$599,635
October	November	January	\$558,219	\$570,416	\$597,090	\$644,373	\$616,478
November	December	February	\$613,031	\$632,916	\$671,451	\$666,559	\$707,120
December	January	March	\$783,624	\$782,157	\$873,499	\$847,811	\$864,898
January	February	April	\$509,448	\$495,425	\$528,035	\$520,687	\$548,266
February	March	May	\$505,218	\$479,884	\$504,351	\$516,725	\$531,970
March	April	June	\$600,071	\$598,049	\$606,870	\$613,211	\$614,104
April	May	July	\$556,456	\$610,273	\$570,915	\$615,009	
		TOTAL	\$7,041,361	\$7,156,774	\$7,479,812	\$7,635,490	\$7,095,839
YEAR TO DATE	LAST YEAR:	\$7,020,481		BUDGETED REV	'ENUE:		\$7,600,000
YEAR TO DATE	/EAR TO DATE THIS YEAR: \$7,095,839			PERCENTAGE OF YEAR COMPLETED :			91.67%
DIFFERENCE:		\$75,358		PERCENTAGE OF REVENUE TO DATE :			93.37%
				PROJECTION O	F ANNUAL REVE	NUE :	\$7,717,449
PERCENTAGE C	F CHANGE:	1.07%		EST. DOLLAR D	IFF ACTUAL TO E	BUDGET	\$117,449
				EST. PERCENT I	DIFF ACTUAL TO	BUDGET	1.5%



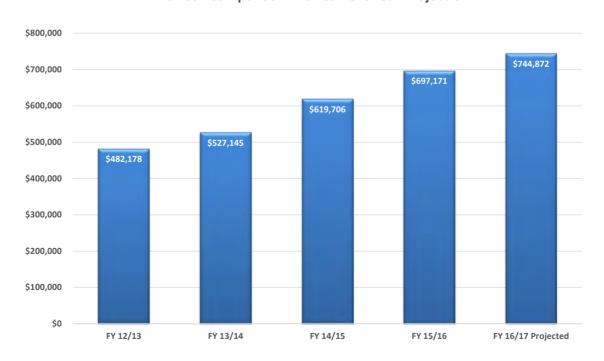
VILLAGE OF ALGONQUIN REVENUE REPORT INCOME TAXES

MONTH OF	MONTH OF		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
April	May		\$512,650	\$454,128	\$538,592	\$409,826	\$402,705
May	June		\$174,168	\$169,149	\$223,668	\$195,898	\$208,266
•						,	\$206,200
June	July		\$266,749	\$279,947	\$315,583	\$279,579	
July	August		\$165,731	\$163,309	\$183,139	\$162,810	
August	September		\$161,683	\$159,699	\$174,429	\$177,836	
September	October		\$282,083	\$284,950	\$306,566	\$262,794	
October	November		\$186,764	\$192,112	\$202,137	\$176,382	
November	December		\$149,072	\$144,456	\$158,085	\$159,798	
December	January		\$276,057	\$244,756	\$296,613	\$258,376	
January	February		\$292,967	\$365,178	\$324,587	\$298,807	
February	March		\$167,330	\$159,308	\$187,914	\$156,397	
March	April		\$292,613	\$325,549	\$290,763	\$301,608	
	TOTAL		\$2,927,866	\$2,942,543	\$3,202,075	\$2,840,111	\$610,971
YEAR TO DATE	LAST YEAR:	\$605,724		BUDGETED REV	'ENUE:		\$2,640,000
YEAR TO DATE	YEAR TO DATE THIS YEAR: \$610,971			PERCENTAGE O	F YEAR COMPLET	ΓED :	16.67%
DIFFERENCE: \$5,247				PERCENTAGE O	ATE:	23.14%	
				PROJECTION O	NUE :	\$2,864,713	
PERCENTAGE (OF CHANGE:	0.87%		EST. DOLLAR D	IFF ACTUAL TO E	BUDGET	\$224,713
				EST. PERCENT I	DIFF ACTUAL TO	BUDGET	8.5%



VILLAGE OF ALGONQUIN REVENUE REPORT LOCAL USE TAX

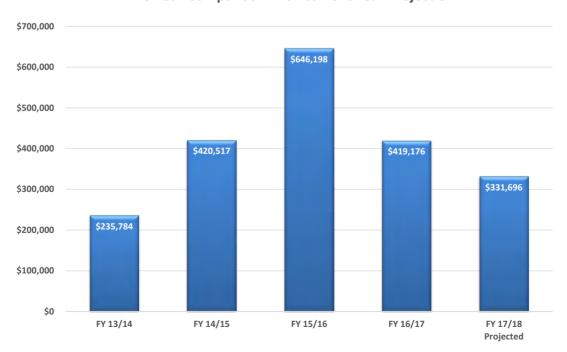
MONTH OF	MONTH OF	MONTH OF										
USE	COLLECTION	VOUCHER	F`	Y 12/13	F	Y 13/14	F	Y 14/15	F	Y 15/16	F`	Y 16/17
May	June	August	\$	37,704	\$	36,959	\$	45,552	\$	52,879	\$	57,513
June	July	September	\$	42,156	\$	49,087	\$	50,845	\$	59,646	\$	64,866
July	August	October	\$	34,837	\$	42,228	\$	43,356	\$	55,300	\$	51,624
August	September	November	\$	38,896	\$	39,457	\$	46,953	\$	50,531	\$	56,279
September	October	December	\$	39,850	\$	42,569	\$	56,973	\$	58,511	\$	57,853
October	November	January	\$	38,728	\$	45,684	\$	53,905	\$	58,099	\$	63,096
November	December	February	\$	40,799	\$	43,008	\$	51,248	\$	57,661	\$	61,259
December	January	March	\$	58,273	\$	67,668	\$	77,679	\$	82,456	\$	95,192
January	February	April	\$	40,564	\$	35,881	\$	27,483	\$	50,661	\$	54,990
February	March	May	\$	30,383	\$	35,224	\$	53,642	\$	51,640	\$	51,752
March	April	June	\$	38,136	\$	46,506	\$	56,557	\$	60,682	\$	67,299
April	May	July	\$	41,854	\$	42,873	\$	55,515	\$	59,105		
		TOTAL	\$	482,178	\$	527,145	\$	619,706	\$	697,171	\$	681,723
YEAR TO DATE	LAST YEAR:	\$638,067		BUDGETED REVENUE:					\$	711,500		
YEAR TO DATE	THIS YEAR:	\$681,723			PER	CENTAGE OI	F YE	AR COMPLET	ED :		,	91.67%
DIFFERENCE:		\$43,656	PERCENTAGE OF REVENUE TO DATE :				•	95.81%				
	PROJECTION OF ANNUAL REVENUE :					\$	744,872					
PERCENTAGE O	F CHANGE:	6.84%			EST	. DOLLAR DI	FF A	CTUAL TO B	UDG	ET	\$	33,372
					EST	. PERCENT E	OIFF	ACTUAL TO	BUD	GET		4.7%



VILLAGE OF ALGONQUIN REVENUE REPORT ACTUAL BUILDING PERMITS

М	O	N	TI	4	O	F

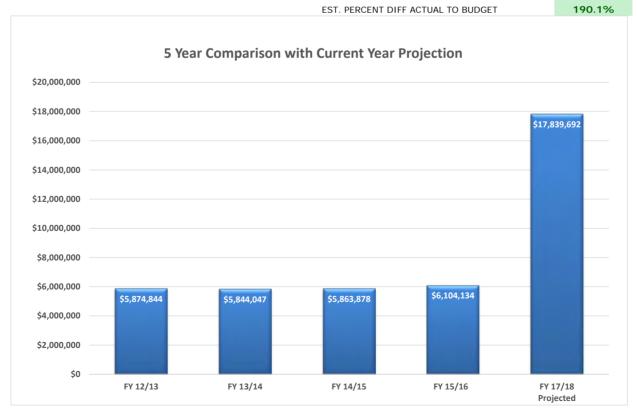
COLLECTION		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
May		\$21,251	\$99,733	\$351,494	\$55,482	\$43,903
June		\$16,611	\$59,439	\$32,607	\$63,801	
July		\$42,327	\$69,151	\$34,161	\$33,635	
August		\$17,608	\$38,963	\$22,765	\$43,186	
September		\$13,255	\$41,466	\$21,118	\$31,970	
October		\$21,683	\$23,004	\$30,508	\$30,721	
November		\$32,686	\$9,730	\$47,146	\$28,352	
December		\$10,590	\$17,745	\$32,091	\$19,503	
January		\$7,273	\$12,027	\$12,370	\$11,796	
February		\$15,691	\$10,602	\$16,563	\$24,840	
March		\$12,014	\$21,452	\$21,685	\$27,555	
April		\$24,795	\$17,205	\$23,691	\$48,336	
TOTAL		\$235,784	\$420,517	\$646,198	\$419,176	\$43,903
YEAR TO DATE LAST YEAR:	\$55,482		BUDGETED REV	'ENUE:		\$360,000
YEAR TO DATE THIS YEAR:	\$43,903		PERCENTAGE O	F YEAR COMPLE	TED :	8.33%
DIFFERENCE:	(\$11,579)		PERCENTAGE OF REVENUE TO DATE :			12.20%
			PROJECTION O	F ANNUAL REVE	INUE :	\$331,696
PERCENTAGE OF CHANGE:	-20.87%		EST. DOLLAR D	IFF ACTUAL TO	BUDGET	(\$28,304)
			EST. PERCENT I	DIFF ACTUAL TO	BUDGET	-7.9%



VILLAGE OF ALGONQUIN FINANCIAL REPORT ACTUAL REAL ESTATE TAXES (ALL FUNDS & ACCOUNTS)

MONTH	OF
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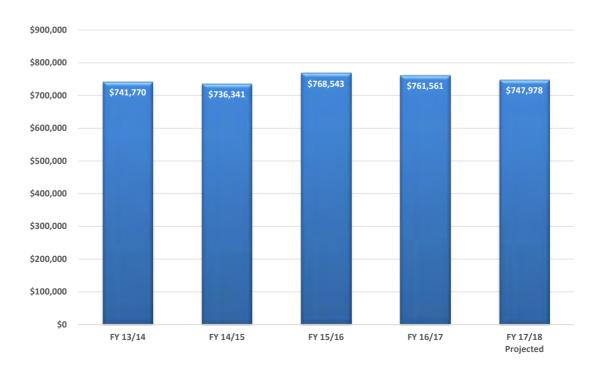
DISTRIBUTION		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
May		\$374,979	\$445,328	\$261,082	\$108,636	\$317,494
June		\$2,544,259	\$2,463,484	\$2,683,059	\$2,937,429	\$O
July		\$68,005	\$93,220	\$111,344	\$127,174	\$O
August		\$641,645	\$479,013	\$514,185	\$166,376	\$0
September		\$2,057,597	\$2,165,224	\$2,114,217	\$2,330,971	\$O
October		\$101,648	\$124,332	\$129,886	\$362,181	\$O
November		\$47,431	\$49,456	\$50,104	\$71,366	\$O
December		\$39,280	\$23,989	\$0	\$0	\$O
January		\$0	\$0	\$0	\$0	\$0
February		\$0	\$0	\$0	\$0	\$0
March		\$0	\$0	\$0	\$0	\$O
April		\$0	\$0	\$0	\$0	\$0
TOTAL RECV.		\$5,874,844	\$5,844,047	\$5,863,878	\$6,104,134	\$317,494
YEAR TO DATE LAST YEAR:	\$108,636		BUDGETED REVEN	UE:		\$6,150,000
YEAR TO DATE THIS YEAR:	\$317,494		100.00%			
DIFFERENCE:	\$208,859		5.16%			
			\$17,839,692			
PERCENTAGE OF CHANGE:	192.26%		EST. DOLLAR DIFF	ACTUAL TO BUDG	ET	\$11,689,692



Note: Please note that due to timing of property tax reciepts for the month of May 2016 and 2017, the projections from the formula on this worksheet are overstated. This will automatically correct in subsequent months. We expect to receive 98% - 100% of our budgeted value this FY.

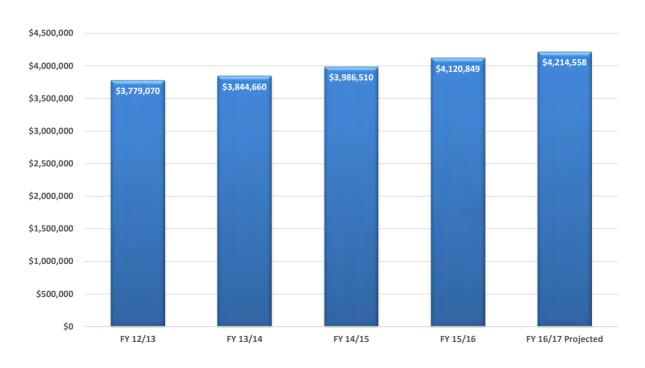
VILLAGE OF ALGONQUIN REVENUE REPORT MOTOR FUEL TAX

MONTH OF	MONTH OF						
COLLECTION	VOUCHER		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
May	June		\$76,404	\$77,773	\$65,613	\$67,911	\$66,699
June	July		\$52,442	\$58,485	\$42,587	\$42,827	
July	August		\$61,510	\$65,560	\$75,792	\$68,741	
August	September		\$72,230	\$44,518	\$73,025	\$65,281	
September	October		\$51,095	\$60,522	\$49,173	\$57,624	
October	November		\$65,641	\$65,138	\$63,891	\$66,707	
November	December		\$56,621	\$66,024	\$73,997	\$67,966	
December	January		\$75,186	\$75,663	\$67,811	\$71,277	
January	February		\$66,253	\$71,109	\$65,496	\$67,757	
February	March		\$61,019	\$53,978	\$66,009	\$64,602	
March	April		\$47,979	\$27,691	\$56,771	\$55,082	
April	May		\$55,391	\$69,881	\$68,379	\$65,785	
	TOTAL		\$741,770	\$736,341	\$768,543	\$761,561	\$66,699
YEAR TO DATE	LAST YEAR:	\$67,911		BUDGETED RE\	/ENUE:		\$773,000
YEAR TO DATE THIS YEAR: \$66,699			PERCENTAGE C	TED :	8.33%		
DIFFERENCE: (\$1,211)			PERCENTAGE C	DATE :	8.63%		
				PROJECTION C	F ANNUAL REVE	ENUE :	\$747,977.88
PERCENTAGE (OF CHANGE:	-1.78%		EST. DOLLAR D	OIFF ACTUAL TO	BUDGET	(\$25,022)
				EST. PERCENT	DIFF ACTUAL TO	BUDGET	-3.2%



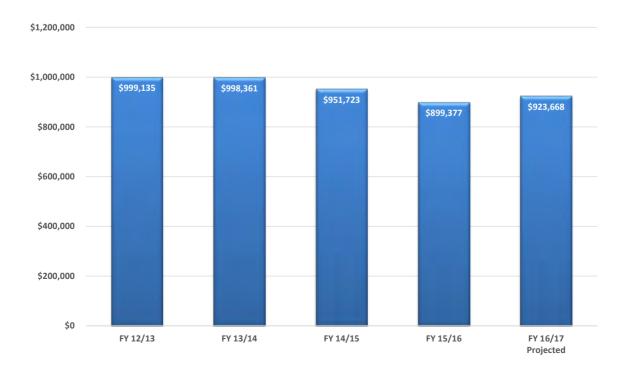
VILLAGE OF ALGONQUIN REVENUE REPORT HOME RULE SALES TAX

MONTH OF	MONTH OF	MONTH OF										
SALE	COLLECTION	DISTRIBUTION	F	Y 12/13	F	Y 13/14	F	Y 14/15	F	Y 15/16	F	Y 16/17
May	June	August	\$	315,038	\$	333,175	\$	346,362	\$	340,851	\$	351,045
June	July	September	\$	335,147	\$	339,579	\$	345,165	\$	360,282	\$	387,673
July	August	October	\$	299,726	\$	309,615	\$	317,095	\$	335,802	\$	342,613
August	September	November	\$	291,349	\$	322,490	\$	322,000	\$	344,530	\$	342,141
September	October	December	\$	301,463	\$	305,743	\$	322,909	\$	337,820	\$	327,435
October	November	January	\$	292,706	\$	301,688	\$	314,552	\$	348,800	\$	336,427
November	December	February	\$	341,442	\$	347,477	\$	372,043	\$	366,699	\$	395,952
December	January	March	\$	456,277	\$	455,744	\$	504,127	\$	491,975	\$	508,712
January	February	April	\$	262,026	\$	245,160	\$	263,324	\$	269,758	\$	283,108
February	March	May	\$	266,535	\$	249,895	\$	262,141	\$	276,618	\$	284,683
March	April	June	\$	321,330	\$	316,206	\$	319,833	\$	336,820	\$	336,804
April	May	July	\$	296,032	\$	317,888	\$	296,959	\$	310,896		
		TOTAL	\$ 3	3,779,070	\$ 3	3,844,660	\$:	3,986,510	\$ 4	1,120,849	\$ 3	3,896,592
YEAR TO DATE	LAST YEAR:	\$3,809,954			BUE	GETED REV	ENU	E:			\$4	,150,000
YEAR TO DATE	THIS YEAR:	\$3,896,592			PER	CENTAGE O	F YE	AR COMPLET	ED :		•	91.67%
DIFFERENCE:		\$86,639			PER	CENTAGE OI	F RE	VENUE TO D	ATE	:		93.89%
					PRC	JECTION O	F AN	NUAL REVEN	IUE :		\$4	,214,558
PERCENTAGE O	F CHANGE:	2.27%			EST	. DOLLAR DI	FF A	CTUAL TO B	UDG	ET	\$	64,558
					EST	. PERCENT E	OIFF	ACTUAL TO	BUD	GET		1.6%



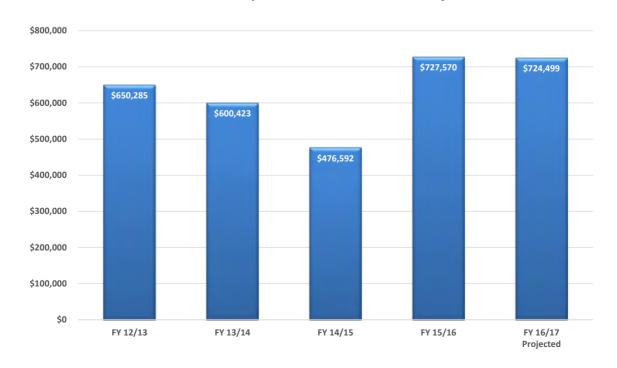
VILLAGE OF ALGONQUIN FINANCIAL REPORT ACTUAL UTILITY TAXES

MONTH OF	MONTH OF	MONTH OF					
LIABILITY	COLLECTION	VOUCHER	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
April	May	June	\$61,211	\$62,491	\$63,224	\$57,720	\$58,712
May	June	July	\$77,105	\$72,987	\$75,928	\$71,026	\$71,834
June	July	August	\$106,770	\$91,786	\$82,405	\$71,563	\$88,150
July	August	September	\$100,398	\$79,796	\$76,164	\$86,897	\$93,455
August	September	October	\$83,835	\$92,023	\$84,736	\$86,287	\$87,513
September	October	November	\$67,153	\$65,562	\$62,019	\$61,057	\$62,840
October	November	December	\$69,474	\$68,198	\$63,990	\$60,652	\$60,955
November	December	January	\$76,431	\$92,487	\$95,060	\$79,390	\$20,798
December	January	February	\$99,284	\$111,542	\$103,911	\$96,268	\$162,433
January	February	March	\$98,519	\$102,805	\$87,223	\$84,147	\$18,461
February	March	April	\$82,730	\$90,790	\$87,697	\$77,410	\$135,149
March	April	May	\$76,225	\$67,894	\$69,367	\$66,960	\$63,368
		TOTAL	\$999,135	\$998,361	\$951,723	\$899,377	\$923,668
YEAR TO DATE	LAST YEAR:	\$899,377	BUDGETED REV	ENUE:			\$900,000
YEAR TO DATE	THIS YEAR:	\$923,668	PERCENTAGE OF	F YEAR COMPLET	ED:		100.00%
DIFFERENCE:		\$24,291	PERCENTAGE OF	F REVENUE TO D	ATE:		102.63%
			PROJECTION OF	F ANNUAL REVEN	IUE :		\$923,668
PERCENTAGE (OF CHANGE:	2.70%	EST. DOLLAR DI	IFF ACTUAL TO B	UDGET		\$23,668
			EST. PERCENT D	DIFF ACTUAL TO	BUDGET		2.63%



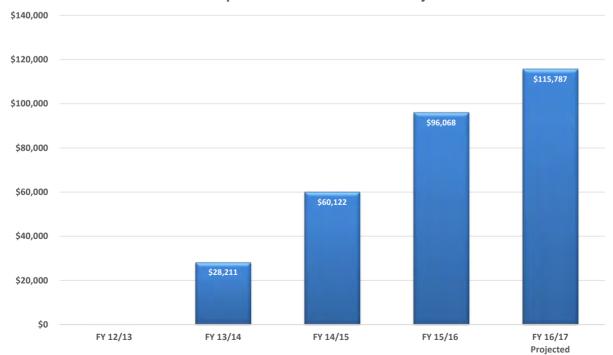
VILLAGE OF ALGONQUIN REVENUE REPORT TELECOMMUNICATION TAX

MONTH OF	MONTH OF	MONTH OF					
LIABILITY	COLLECTION	VOUCHER	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
May	June	August	\$55,803	\$52,133	\$39,891	\$41,573	\$62,206
June	July	September	\$54,912	\$49,241	\$39,258	\$42,181	\$61,518
July	August	October	\$54,723	\$51,845	\$39,476	\$66,839	\$61,211
August	September	November	\$56,708	\$49,752	\$39,258	\$65,603	\$62,356
September	October	December	\$53,978	\$50,589	\$38,462	\$64,232	\$58,913
October	November	January	\$56,737	\$52,563	\$38,649	\$65,388	\$58,203
November	December	February	\$54,713	\$49,458	\$36,164	\$59,894	\$60,949
December	January	March	\$53,902	\$50,455	\$39,392	\$71,401	\$59,444
January	February	April	\$52,069	\$49,465	\$36,429	\$61,857	\$56,654
February	March	May	\$51,637	\$47,752	\$41,238	\$60,446	\$55,429
March	April	June	\$53,050	\$49,465	\$46,247	\$65,656	
April	May	July	\$52,053	\$47,706	\$42,129	\$62,499	
		TOTAL	\$650,285	\$600,423	\$476,592	\$727,570	\$596,885
YEAR TO DATE	LAST YEAR:	\$599,415		BUDGETED REV	ENUE:		\$763,000
YEAR TO DATE	THIS YEAR:	\$596,885		PERCENTAGE OF	F YEAR COMPLET	ED :	83.33%
DIFFERENCE:		-\$2,530		PERCENTAGE OF	F REVENUE TO D	ATE:	78.23%
				PROJECTION O	F ANNUAL REVEN	IUE :	\$724,499
PERCENTAG	E OF CHANGE:	-0.42%		EST. DOLLAR DI	IFF ACTUAL TO B	UDGET	(\$38,501)
				EST. PERCENT D	DIFF ACTUAL TO	BUDGET	-5.0%



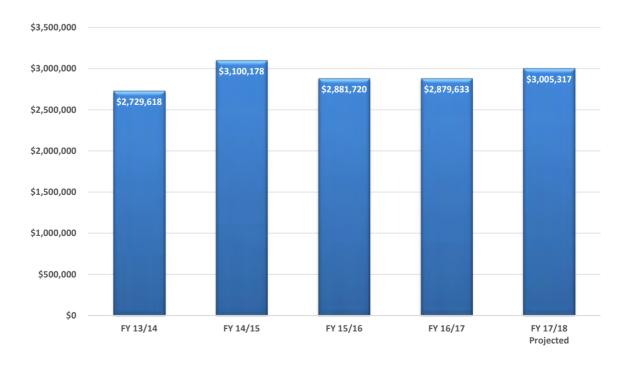
VILLAGE OF ALGONQUIN REVENUE REPORT VIDEO GAMING TERMINAL TAX

MONTH OF	MONTH OF											
WAGER	DISTRIBUTION		FY 1:	2/13	FΥ	13/14	FΥ	14/15	FΥ	′ 15/16	F	Y 16/17
May	July		\$	-	\$	-	\$	4,339	\$	5,596	\$	9,105
June	August		\$	-	\$	392	\$	3,613	\$	5,655	\$	8,378
July	September		\$	-	\$	869	\$	4,027	\$	5,873	\$	10,709
August	October		\$	-	\$	936	\$	5,071	\$	5,487	\$	9,897
September	November		\$	-	\$	973	\$	4,215	\$	4,940	\$	8,532
October	December		\$	-	\$	1,908	\$	4,709	\$	6,246	\$	8,366
November	January		\$	-	\$	1,982	\$	5,804	\$	6,713	\$	9,284
December	February		\$	-	\$	2,975	\$	5,508	\$	6,488	\$	11,447
January	March		\$	-	\$	3,859	\$	5,218	\$	7,030	\$	8,538
February	April		\$	-	\$	4,713	\$	5,523	\$	6,694	\$	9,343
March	May		\$	-	\$	4,866	\$	6,625	\$	20,764	\$	11,662
April	June		\$	-	\$	4,739	\$	5,469	\$	14,583	\$	10,525
		TOTAL	\$	-	\$	28,211	\$	60,122	\$	96,068	\$	115,787
YEAR TO DATE	LAST YEAR:	\$96,068			BUD	GETED REVI	ENUE				\$	660,000
YEAR TO DATE	THIS YEAR:	\$115,787			PERC	ENTAGE OF	YEA	R COMPLETI	ED :		1	00.00%
DIFFERENCE:		\$19,718		PERCENTAGE OF REVENUE TO DATE :						1	92.98%	
	_				PROJ	ECTION OF	ANN	UAL REVEN	UE :		\$	115,787
PERCENTAGE C	OF CHANGE:	20.53%			EST.	DOLLAR DI	FF AC	TUAL TO B	JDGE	Т	\$	55,787
					EST.	PERCENT D	IFF A	CTUAL TO E	BUDG	ET		93.0%



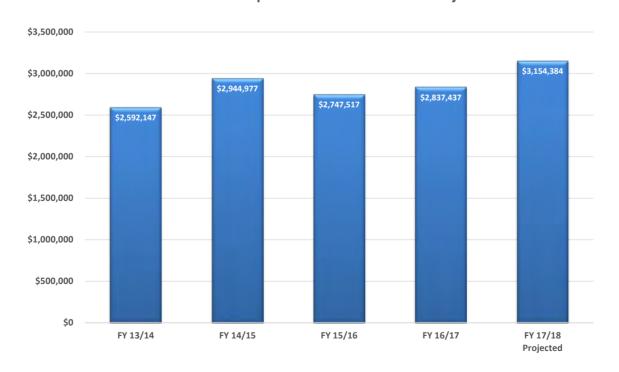
VILLAGE OF ALGONQUIN REVENUE REPORT WATER FEES

MONTH OF	MONTH OF						
USE	COLLECTION		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
April	May		\$232,009	\$203,152	\$226,359	\$207,597	\$216,658
May	June		\$281,415	\$260,877	\$246,816	\$249,258	
June	July		\$246,198	\$244,158	\$246,855	\$295,582	
July	August		\$289,411	\$271,067	\$277,054	\$262,880	
August	September		\$316,954	\$292,227	\$272,358	\$275,296	
September	October		\$243,992	\$206,372	\$242,060	\$261,195	
October	November		\$238,081	\$255,539	\$291,696	\$217,796	
November	December		\$232,438	\$208,753	\$171,770	\$217,406	
December	January		\$220,556	\$238,899	\$250,371	\$250,668	
January	February		\$254,090	\$236,378	\$204,234	\$210,433	
February	March		\$208,454	\$201,071	\$203,510	\$198,488	
March	April		\$246,211	\$219,459	\$248,636	\$233,034	
	TOTAL		\$2,729,618	\$3,100,178	\$2,881,720	\$2,879,633	\$216,658
YEAR TO DA	TE LAST YEAR:	\$207,597		BUDGETED RE\	/ENUE:		\$3,216,000
YEAR TO DA	TE THIS YEAR:	\$216,658		PERCENTAGE C	F YEAR COMPLE	TED :	8.33%
DIFFE	ERENCE:	\$9,061		PERCENTAGE C	F REVENUE TO	DATE :	6.74%
				PROJECTION C	OF ANNUAL REVE	ENUE :	\$3,005,317
PERCENTAG	E OF CHANGE:	4.36%		EST. DOLLAR D	OIFF ACTUAL TO	BUDGET	(\$210,683)
				EST. PERCENT	DIFF ACTUAL TO	BUDGET	-6.6%



VILLAGE OF ALGONQUIN REVENUE REPORT SEWER FEES

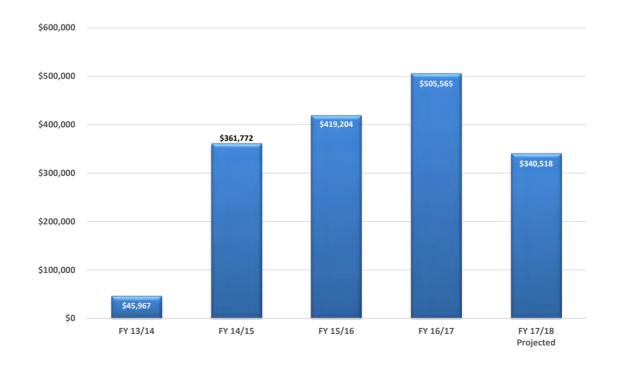
MONTH OF	MONTH OF						
USE	COLLECTION		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
April	May		\$217,334	\$193,570	\$215,477	\$197,449	\$219,504
May	June		\$262,582	\$249,054	\$235,462	\$237,522	
June	July		\$234,795	\$232,618	\$235,349	\$281,529	
July	August		\$276,077	\$258,436	\$264,092	\$249,838	
August	September		\$302,596	\$279,825	\$259,020	\$263,099	
September	October		\$233,112	\$193,263	\$231,335	\$249,769	
October	November		\$227,230	\$244,259	\$277,633	\$223,205	
November	December		\$222,227	\$199,710	\$163,066	\$222,768	
December	January		\$211,078	\$228,429	\$238,957	\$257,722	
January	February		\$243,041	\$225,653	\$195,305	\$215,346	
February	March		\$199,020	\$192,819	\$194,709	\$201,853	
March	April		\$235,061	\$209,703	\$237,112	\$237,337	
	TOTAL		\$2,592,147	\$2,944,977	\$2,747,517	\$2,837,437	\$219,504
YEAR TO DA	TE LAST YEAR:	\$197,449		BUDGETED REV	'ENUE:		\$3,281,000
YEAR TO DA	TE THIS YEAR:	\$219,504		PERCENTAGE O	F YEAR COMPLE	TED :	8.33%
DIFFE	RENCE:	\$22,055		PERCENTAGE O	F REVENUE TO I	DATE :	6.69%
				PROJECTION C	F ANNUAL REVE	NUE :	\$3,154,384
PERCENTAG	E OF CHANGE:	11.17%		EST. DOLLAR D	IFF ACTUAL TO	BUDGET	(\$126,616)
				EST. PERCENT	DIFF ACTUAL TO	BUDGET	-3.9%



VILLAGE OF ALGONQUIN FINANCIAL REPORT WATER & SEWER TAP-ON FEES

MONTH	OF
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COLLECTION		FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
May		\$0	\$78,036	\$114,358	\$72,302	\$48,698
June		\$0	\$69,532	\$42,396	\$42,396	
July		\$0	\$57,224	\$0	\$58,094	
August		\$0	\$15,698	\$26,698	\$56,967	
September		\$0	\$15,698	\$26,698	\$15,698	
October		\$0	\$15,698	\$22,000	\$38,572	
November		\$26,467	\$0	\$41,526	\$22,000	
December		\$0	\$31,396	\$31,396	\$37,698	
January		\$0	\$84,234	\$15,698	\$21,348	
February		\$0	\$0	\$15,698	\$26,698	
March		\$0	\$47,094	\$26,698	\$58,094	
April		\$19,500	-\$52,838	\$56,038	\$55,698	
TOTAL		\$45,967	\$361,772	\$419,204	\$505,565	\$48,698
YEAR TO DATE LAST YEAR:	\$72,302		BUDGETED RE\	/ENUE:		\$390,000
YEAR TO DATE THIS YEAR:	\$48,698		PERCENTAGE C	F YEAR COMPLE	TED :	8.33%
DIFFERENCE:	(\$23,604)		PERCENTAGE C	F REVENUE TO	DATE :	12.49%
			PROJECTION C	F ANNUAL REVE	ENUE :	\$340,518
PERCENTAGE OF CHANGE:	-32.65%		EST. DOLLAR D	IFF ACTUAL TO	BUDGET	(\$49,482)
			EST. PERCENT	DIFF ACTUAL TO	D BUDGET	-12.7%



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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
01 GENERAL						
000 UNDEFINED						
00 UNDESIGNATED						
31 TAXES						
01000500 31010 SALES TAX 01000500 31020 INCOME TAX 01000500 31180 CABLE/VIDEO SERVICE 01000500 31190 TELECOMMUNICATION T 01000500 31510 RET - POLICE 01000500 31520 RET - IMRF 01000500 31530 RET - ROAD & BRIDGE 01000500 31550 RET - SCHOOL CROSSI 01000500 31560 RET - INSURANCE 01000500 31570 RET - FICA 01000500 31575 RET - ESDA 01000500 31580 RET - POLICE PENSIO 01000500 31590 PERS PROPERTY REPL. 01000500 31591 PERS PROPERTY REPL.	7,700,000 3,300,000 530,000 125,000 2,430,000 400,000 390,000 15,000 550,000 5,000 1,900,000 6,000 54,000	7,700,000 3,300,000 530,000 125,000 2,430,000 400,000 390,000 15,000 550,000 5,000 1,900,000 6,000 54,000	531,970.30 208,149.19 137,741.00 9,422.93 123,417.93 20,315.60 22,968.76 761.92 15,236.71 27,933.96 254.12 96,499.56 .00 9,044.34	531,970.30 208,149.19 137,741.00 9,422.93 123,417.93 20,315.60 22,968.76 761.92 15,236.71 27,933.96 254.12 96,499.56 .00 9,044.34	7,168,029.70 3,091,850.81 392,259.00 115,577.07 2,306,582.07 379,684.40 367,031.24 14,238.08 284,763.29 522,066.04 4,745.88 1,803,500.44 6,000.00 44,955.66	6.9% 6.38% 26.0% 7.51% 5.19% 5.1% 5.1% 5.1% 5.1% 6.7%
TOTAL TAXES	17,705,000	17,705,000	1,203,716.32	1,203,716.32	16,501,283.68	6.8%
32 LICENSES & PERMITS						
01000100 32070 PLANNING / ZONING 01000100 32080 LIQUOR LICENSES 01000100 32085 LICENSES 01000100 32100 BUILDING PERMITS 01000100 32101 SITE DEVELOPMENT FE 01000100 32102 PUBLIC ART FEE 01000100 32110 OUTSOURCED SERVICES	8,000 116,000 55,000 360,000 1,000 25,000	8,000 116,000 55,000 360,000 1,000 25,000	27,465.00 .00 262.00 43,902.96 360.00 590.60 4,655.40 77,235.96	27,465.00 .00 262.00 43,902.96 360.00 590.60 4,655.40 77,235.96	-19,465.00 116,800.00 55,738.00 316,097.04 640.00 409.40 20,344.60	343.3% 7% -1.3% 12.2% 36.0% 59.1% 18.6%
33 DONATIONS & GRANTS						
01000100 33008 INTERGOVERNMENTAL A	15,000	15,000	.00	.00	15,000.00	.0%

| VILLAGE OF ALGONQUIN | YTD REVENUE BUDGET REPORT- MAY 2017

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
01000100 33030 DONATIONS-OPER-GEN 01000100 33100 DONATIONS-MAKEUP TA 01000200 33010 INTERGOVERNMENTAL A 01000200 33031 DONATIONS-OPER-PUB 01000300 33032 DONATIONS-OPER-PUB	30,000 55,000 105,000 20,000 10,000	30,000 55,000 105,000 20,000	14,362.77 6,241.14 55,038.82 7,001.79 1,120.73	14,362.77 6,241.14 55,038.82 7,001.79 1,120.73	15,637.23 48,758.86 49,961.18 12,998.21 8,879.27	47.9% 11.3% 52.4% 35.0% 11.2%
TOTAL DONATIONS & GRANTS	235,000	235,000	83,765.25	83,765.25	151,234.75	35.6%
34 CHARGES FOR SERVICES	_					
01000100 34010 HISTORICAL COMMISSI 01000100 34012 REPORTS/MAPS/ORDINA 01000100 34100 RENTAL INCOME 01000100 34101 MAINTENANCE FEE 01000100 34105 PLATTING FEES 01000100 34410 RECREATION PROGRAMS 01000100 34720 ADMINISTRATIVE FEES 01000200 34018 TRUCK WEIGHT PERMIT 01000200 34020 POLICE ACCIDENT REP 01000200 34025 POLICE TRAINING REI 01000300 34102 PARK USAGE FEES 01000300 34230 SIGNAGE BILLINGS	400 500 38,000 2,500 5,000 190,000 5,500 4,000 1,000 12,000 400	400 500 38,000 2,500 5,000 190,000 0 5,500 4,000 1,000 12,000 400	.00 32.00 .00 288.00 .00 13,029.90 35.00 100.00 335.00 .00 500.00 48.00	.00 32.00 .00 288.00 .00 13,029.90 35.00 100.00 335.00 .00 500.00 48.00	400.00 468.00 38,000.00 2,212.00 5,000.00 176,970.10 -35.00 5,400.00 3,665.00 1,000.00 11,500.00	.0% 6.4% .0% 11.5% .0% 6.9% 100.0% 1.8% 8.4% .0% 4.2% 12.0%
TOTAL CHARGES FOR SERVICES	259,300	259,300	14,367.90	14,367.90	244,932.10	5.5%
35 FINES & FORFEITURES	_					
01000100 35012 BUILDING PERMIT FIN 01000100 35095 MUNICIPAL COURT 01000200 35050 POLICE FINES 01000200 35053 MUNICIPAL - POLICE 01000200 35060 COUNTY - DUI FINES 01000200 35062 COUNTY - COURT FINE 01000200 35063 COUNTY - DRUG FINES 01000200 35064 COUNTY - PROSECUTIO 01000200 35065 COUNTY - VEHICLE FI 01000200 35066 COUNTY - VEHICLE FI 01000200 35066 COUNTY - ELECTRONIC 01000200 35067 COUNTY - WARRANT EX 01000200 35080 FORFEITED FUNDS 01000200 35085 ADMINISTRATIVE TOWI	20,000 10,000 10,000 75,000 10,000 160,000 17,000 10,000 1,500 1,000 5,000	20,000 10,000 10,000 75,000 10,000 160,000 1,000 17,000 1,500 1,000 5,000 35,000	3,200.00 531.50 15,000.00 8,860.00 1,334.00 15,398.58 .00 1,848.00 1,331.00 150.00 210.00 .00 3,230.00	3,200.00 531.50 15,000.00 8,860.00 1,334.00 15,398.58 .00 1,848.00 1,331.00 150.00 210.00 3,230.00	16,800.00 9,468.50 -5,000.00 66,140.00 8,666.00 144,601.42 1,000.00 15,152.00 8,669.00 1,350.00 790.00 5,000.00 31,770.00	16.0% 5.3% 150.0% 11.8% 13.3% 9.6% .0% 10.9% 13.3% 10.0% 21.0% 9.2%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
01000200 35090 TRAFFIC LIGHT ENFOR	0	0	7,478.89	7,478.89	-7,478.89	100.0%
TOTAL FINES & FORFEITURES	355,500	355,500	58,571.97	58,571.97	296,928.03	16.5%
36 INVESTMENT INCOME						
01000500 36001 INTEREST 01000500 36002 INTEREST - INSURANC 01000500 36020 INTEREST - INVESTME 01000500 36050 INVESTMENT INCOME - 01000500 36250 GAIN / LOSS ON INVE	500 100 25,000 75,000	500 100 25,000 75,000	49.13 4.95 4,690.49 5,437.21 04	49.13 4.95 4,690.49 5,437.21 04	450.87 95.05 20,309.51 69,562.79	9.8% 5.0% 18.8% 7.2% 100.0%
TOTAL INVESTMENT INCOME	100,600	100,600	10,181.74	10,181.74	90,418.26	10.1%
37 OTHER INCOME						
01000100 37905 SALE OF SURPLUS PRO 01000200 37100 RESTITUTION-PUBLIC 01000300 37100 RESTITUTION-PUBLIC 01000500 37900 MISCELLANEOUS REVEN	25,000 500 5,000 100	25,000 500 5,000 100	45,784.78 .00 600.00 225.00	45,784.78 .00 600.00 225.00	-20,784.78 500.00 4,400.00 -125.00	183.1% .0% 12.0% 225.0%
TOTAL OTHER INCOME	30,600	30,600	46,609.78	46,609.78	-16,009.78	152.3%
38 OTHER FINANCING SOUR						
01000500 38016 TRANSFER FROM DEVEL	35,000	35,000	.00	.00	35,000.00	.0%
TOTAL OTHER FINANCING SOUR	35,000	35,000	.00	.00	35,000.00	.0%
TOTAL UNDESIGNATED	19,287,000	19,287,000	1,494,448.92	1,494,448.92	17,794,351.08	7.7%
10 RECREATION						
33 DONATIONS & GRANTS						
01001100 33025 DONATIONS - RECREAT	3,000	3,000	.00	.00	3,000.00	.0%

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FOR 2010 01						
	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL DONATIONS & GRANTS	3,000	3,000	.00	.00	3,000.00	.0%
TOTAL RECREATION	3,000	3,000	.00	.00	3,000.00	.0%
TOTAL UNDEFINED	19,290,000	19,290,000	1,494,448.92	1,494,448.92	17,797,351.08	7.7%
TOTAL GENERAL	19,290,000	19,290,000	1,494,448.92	1,494,448.92	17,797,351.08	7.7%
TOTAL REVENUES	19,290,000	19,290,000	1,494,448.92	1,494,448.92	17,797,351.08	
02 CEMETERY						
000 UNDEFINED						
00 UNDESIGNATED						
34 CHARGES FOR SERVICES						
02000100 34100 RENTAL INCOME 02000100 34300 LOTS & GRAVES 02000100 34310 GRAVE OPENING 02000100 34320 PERPETUAL CARE	22,600 4,000 10,000 1,000	22,600 4,000 10,000 1,000	.00 750.00 850.00 250.00	.00 750.00 850.00 250.00	22,600.00 3,250.00 9,150.00 750.00	.0% 18.8% 8.5% 25.0%
TOTAL CHARGES FOR SERVICES	37,600	37,600	1,850.00	1,850.00	35,750.00	4.9%
36 INVESTMENT INCOME						
02000500 36001 INTEREST 02000500 36020 INTEREST - INVESTME 02000500 36026 INTEREST - CEMETERY	50 1,300 50	50 1,300 50	.40 171.69 1.39	.40 171.69 1.39	49.60 1,128.31 48.61	.8% 13.2% 2.8%
TOTAL INVESTMENT INCOME	1,400	1,400	173.48	173.48	1,226.52	12.4%
TOTAL UNDESIGNATED	39,000	39,000	2,023.48	2,023.48	36,976.52	5.2%
TOTAL UNDEFINED	39,000	39,000	2,023.48	2,023.48	36,976.52	5.2%
TOTAL CEMETERY	39,000	39,000	2,023.48	2,023.48	36,976.52	5.2%
TOTAL REVENUES	39,000	39,000	2,023.48	2,023.48	36,976.52	

|VILLAGE OF ALGONQUIN |YTD REVENUE BUDGET REPORT- MAY 2017 P 5 |glytdbud

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
03 MFT						
000 UNDEFINED						
00 UNDESIGNATED						
33 DONATIONS & GRANTS						
03000300 33015 MFT ALLOTMENTS 03000300 33017 MFT HIGH GROWTH ALL	773,000 37,000	773,000 37,000	65,784.83 .00	65,784.83 .00	707,215.17 37,000.00	8.5%
TOTAL DONATIONS & GRANTS	810,000	810,000	65,784.83	65,784.83	744,215.17	8.1%
36 INVESTMENT INCOME						
03000500 36020 INTEREST - INVESTME	3,000	3,000	1,529.40	1,529.40	1,470.60	51.0%
TOTAL INVESTMENT INCOME	3,000	3,000	1,529.40	1,529.40	1,470.60	51.0%
TOTAL UNDESIGNATED	813,000	813,000	67,314.23	67,314.23	745,685.77	8.3%
TOTAL UNDEFINED	813,000	813,000	67,314.23	67,314.23	745,685.77	8.3%
TOTAL MFT	813,000	813,000	67,314.23	67,314.23	745,685.77	8.3%
TOTAL REVENUES	813,000	813,000	67,314.23	67,314.23	745,685.77	
04 STREET IMPROVEMENT						
000 UNDEFINED						
00 UNDESIGNATED						
31 TAXES						
04000500 31011 HOME RULE SALES TAX	4,220,000	4,220,000	284,682.61	284,682.61	3,935,317.39	6.7%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
04000500 31190 TELECOMMUNICATION T 04000500 31495 UTILITY TAX RECEIPT	325,000 925,000	325,000 925,000	24,943.04 63,367.71	24,943.04 63,367.71	300,056.96 861,632.29	7.7% 6.9%
TOTAL TAXES	5,470,000	5,470,000	372,993.36	372,993.36	5,097,006.64	6.8%
36 INVESTMENT INCOME	_					
04000500 36001 INTEREST 04000500 36020 INTEREST - INVESTME	200 9,800	200 9,800	47.86 5,408.80	47.86 5,408.80	152.14 4,391.20	23.9% 55.2%
TOTAL INVESTMENT INCOME	10,000	10,000	5,456.66	5,456.66	4,543.34	54.6%
TOTAL UNDESIGNATED	5,480,000	5,480,000	378,450.02	378,450.02	5,101,549.98	6.9%
TOTAL UNDEFINED	5,480,000	5,480,000	378,450.02	378,450.02	5,101,549.98	6.9%
TOTAL STREET IMPROVEMENT	5,480,000	5,480,000	378,450.02	378,450.02	5,101,549.98	6.9%
TOTAL REVENUES	5,480,000	5,480,000	378,450.02	378,450.02	5,101,549.98	
05 SWIMMING POOL						
000 UNDEFINED	_					
00 UNDESIGNATED	_					
33 DONATIONS & GRANTS	_					
05000100 33030 DONATIONS-OPER-GEN	0	0	8.00	8.00	-8.00	100.0%
TOTAL DONATIONS & GRANTS	0	0	8.00	8.00	-8.00	100.0%
34 CHARGES FOR SERVICES	_					
05000100 34100 RENTAL INCOME 05000100 34500 SWIMMING FEES - ANN	23,000 36,000	23,000 36,000	15,830.00 18,040.00	15,830.00 18,040.00	7,170.00 17,960.00	68.8% 50.1%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
05000100 34510 SWIMMING FEES - DAI 05000100 34520 SWIMMING LESSONS 05000100 34560 CONCESSIONS	26,000 22,000 8,500	26,000 22,000 8,500	515.00 5,020.00 389.56	515.00 5,020.00 389.56	25,485.00 16,980.00 8,110.44	2.0% 22.8% 4.6%
TOTAL CHARGES FOR SERVICES	115,500	115,500	39,794.56	39,794.56	75,705.44	34.5%
36 INVESTMENT INCOME	_					
05000500 36020 INTEREST - INVESTME	0	0	12.90	12.90	-12.90	100.0%
TOTAL INVESTMENT INCOME	0	0	12.90	12.90	-12.90	100.0%
38 OTHER FINANCING SOUR	_					
05000500 38001 TRANSFER FROM GENER	145,000	145,000	27,000.00	27,000.00	118,000.00	18.6%
TOTAL OTHER FINANCING SOUR	145,000	145,000	27,000.00	27,000.00	118,000.00	18.6%
TOTAL UNDESIGNATED	260,500	260,500	66,815.46	66,815.46	193,684.54	25.6%
TOTAL UNDEFINED	260,500	260,500	66,815.46	66,815.46	193,684.54	25.6%
TOTAL SWIMMING POOL	260,500	260,500	66,815.46	66,815.46	193,684.54	25.6%
TOTAL REVENUES	260,500	260,500	66,815.46	66,815.46	193,684.54	
06 PARK IMPROVEMENT	_					
000 UNDEFINED	_					
00 UNDESIGNATED	_					
31 TAXES	_					
06000500 31175 VIDEO GAMING TERMIN 06000500 31190 TELECOMMUNICATION T	108,000 270,000	108,000 270,000	11,662.44 21,063.01	11,662.44 21,063.01	96,337.56 248,936.99	10.8% 7.8%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT
TOTAL TAXES	378,000	378,000	32,725.45	32,725.45	345,274.55	8.7%
33 DONATIONS & GRANTS						
06000300 33152 DONATIONS-REFORESTA 06000300 33153 DONATIONS - WATERSH	0	0	2,200.00 1,098.12	2,200.00 1,098.12	-2,200.00 -1,098.12	
TOTAL DONATIONS & GRANTS	0	0	3,298.12	3,298.12	-3,298.12	100.0%
36 INVESTMENT INCOME						
06000500 36001 INTEREST 06000500 36020 INTEREST - INVESTME	2,000	2,000	11.58 284.03	11.58 284.03	1,988.42 -284.03	.6% 100.0%
TOTAL INVESTMENT INCOME	2,000	2,000	295.61	295.61	1,704.39	14.8%
TOTAL UNDESIGNATED	380,000	380,000	36,319.18	36,319.18	343,680.82	9.6%
TOTAL UNDEFINED	380,000	380,000	36,319.18	36,319.18	343,680.82	9.6%
TOTAL PARK IMPROVEMENT	380,000	380,000	36,319.18	36,319.18	343,680.82	9.6%
TOTAL REVENUES	380,000	380,000	36,319.18	36,319.18	343,680.82	
07 WATER & SEWER						
000 UNDEFINED						
00 UNDESIGNATED						
33 DONATIONS & GRANTS						
07000400 33035 DONATIONS-OPERATING	12,000	12,000	82.38	82.38	11,917.62	.7%
TOTAL DONATIONS & GRANTS	12,000	12,000	82.38	82.38	11,917.62	.7%
34 CHARGES FOR SERVICES						

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
07000400 34100 RENTAL INCOME 07000400 34700 WATER FEES 07000400 34710 SEWER FEES 07000400 34715 INFRASTRUCTURE FEE 07000400 34720 ADMINISTRATIVE FEES 07000400 34730 W & S LATE CHARGES 07000400 34740 WATER TURN ON CHARG 07000400 34820 METER SALES	75,000 3,216,000 3,281,000 1,200,000 1,000 65,000 10,000 24,000	75,000 3,216,000 3,281,000 1,200,000 1,000 65,000 10,000 24,000	40.00 216,657.74 219,504.23 110,210.00 210.00 6,107.43 1,130.40 3,012.00	40.00 216,657.74 219,504.23 110,210.00 210.00 6,107.43 1,130.40 3,012.00	74,960.00 2,999,342.26 3,061,495.77 1,089,790.00 790.00 58,892.57 8,869.60 20,988.00	.1% 6.7% 6.7% 9.2% 21.0% 9.4% 11.3% 12.6%
TOTAL CHARGES FOR SERVICES	7,872,000	7,872,000	556,871.80	556,871.80	7,315,128.20	7.1%
35 FINES & FORFEITURES	_					
07000400 35010 FINES/PENALTIES TOTAL FINES & FORFEITURES	500 500	500 500	.00	.00	500.00 500.00	.0%
36 INVESTMENT INCOME						
07000500 36001 INTEREST 07000500 36020 INTEREST - INVESTME TOTAL INVESTMENT INCOME	1,000 14,000 15,000	1,000 14,000 15,000	150.29 2,145.72 2,296.01	150.29 2,145.72 2,296.01	849.71 11,854.28 12,703.99	15.0% 15.3% 15.3%
37 OTHER INCOME						
07000400 37100 RESTITUTION 07000400 37905 SALE OF SURPLUS PRO	500 10,000	500 10,000	.00	.00 19,873.92	500.00 -9,873.92	
TOTAL OTHER INCOME	10,500	10,500	19,873.92	19,873.92	-9,373.92	
TOTAL UNDESIGNATED	7,910,000	7,910,000	579,124.11	579,124.11	7,330,875.89	7.3%
TOTAL UNDEFINED	7,910,000	7,910,000	579,124.11	579,124.11	7,330,875.89	7.3%
TOTAL WATER & SEWER	7,910,000	7,910,000	579,124.11	579,124.11	7,330,875.89	7.3%
TOTAL REVENUES	7,910,000	7,910,000	579,124.11	579,124.11	7,330,875.89	
12 WATER & SEWER IMPROVEMENT	_					

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
000 UNDEFINED						
00 UNDESIGNATED						
34 CHARGES FOR SERVICES						
12000400 34800 WATER TAP-ONS 12000400 34810 SEWER TAP-ONS	200,000 190,000	200,000 190,000	26,040.00 22,658.00	26,040.00 22,658.00	173,960.00 167,342.00	13.0% 11.9%
TOTAL CHARGES FOR SERVICES	390,000	390,000	48,698.00	48,698.00	341,302.00	12.5%
36 INVESTMENT INCOME						
12000500 36001 INTEREST 12000500 36020 INTEREST - INVESTME	200 9,800	200 9,800	18.20 4,659.82	18.20 4,659.82	181.80 5,140.18	9.1% 47.5%
TOTAL INVESTMENT INCOME	10,000	10,000	4,678.02	4,678.02	5,321.98	46.8%
38 OTHER FINANCING SOUR						
12000500 38007 TRANSFER FROM W&S O	1,200,000	1,200,000	.00	.00	1,200,000.00	.0%
TOTAL OTHER FINANCING SOUR	1,200,000	1,200,000	.00	.00	1,200,000.00	.0%
TOTAL UNDESIGNATED	1,600,000	1,600,000	53,376.02	53,376.02	1,546,623.98	3.3%
TOTAL UNDEFINED	1,600,000	1,600,000	53,376.02	53,376.02	1,546,623.98	3.3%
TOTAL WATER & SEWER IMPROVEMENT	1,600,000	1,600,000	53,376.02	53,376.02	1,546,623.98	3.3%
TOTAL REVENUES	1,600,000	1,600,000	53,376.02	53,376.02	1,546,623.98	
16 DEVELOPMENT FUND						
000 UNDEFINED						
00 UNDESIGNATED	_					

31 TAXES

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
	_					
16000500 31496 HOTEL TAX RECEIPTS	50,000	50,000	7,135.44	7,135.44	42,864.56	14.3%
TOTAL TAXES	50,000	50,000	7,135.44	7,135.44	42,864.56	14.3%
36 INVESTMENT INCOME	_					
16000500 36015 INTEREST - CUL DE S 16000500 36016 INTEREST - HOTEL TA 16000500 36017 INTEREST - INV POOL 16000500 36018 INTEREST - INV POOL	2,200 800 0	2,200 800 0	.01 6.05 395.03 111.51	.01 6.05 395.03 111.51	2,199.99 793.95 -395.03 -111.51	.0% .8% 100.0% 100.0%
TOTAL INVESTMENT INCOME	3,000	3,000	512.60	512.60	2,487.40	17.1%
TOTAL UNDESIGNATED	53,000	53,000	7,648.04	7,648.04	45,351.96	14.4%
TOTAL UNDEFINED	53,000	53,000	7,648.04	7,648.04	45,351.96	14.4%
TOTAL DEVELOPMENT FUND	53,000	53,000	7,648.04	7,648.04	45,351.96	14.4%
TOTAL REVENUES	53,000	53,000	7,648.04	7,648.04	45,351.96	
24 VILLAGE CONSTRUCTION						
000 UNDEFINED						
00 UNDESIGNATED	_					
33 DONATIONS & GRANTS	_					
24000100 33050 DONATIONS-CAPITAL-G	8,000	8,000	1,900.00	1,900.00	6,100.00	23.8%
TOTAL DONATIONS & GRANTS	8,000	8,000	1,900.00	1,900.00	6,100.00	23.8%
36 INVESTMENT INCOME	_					
24000500 36001 INTEREST	25	25	2.15	2.15	22.85	8.6%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
24000500 36020 INTEREST - INVESTME	75	75	15.62	15.62	59.38	20.8%
TOTAL INVESTMENT INCOME	100	100	17.77	17.77	82.23	17.8%
TOTAL UNDESIGNATED	8,100	8,100	1,917.77	1,917.77	6,182.23	23.7%
TOTAL UNDEFINED	8,100	8,100	1,917.77	1,917.77	6,182.23	23.7%
TOTAL VILLAGE CONSTRUCTION	8,100	8,100	1,917.77	1,917.77	6,182.23	23.7%
TOTAL REVENUES	8,100	8,100	1,917.77	1,917.77	6,182.23	
28 BUILDING MAINT. SERVICE						
000 UNDEFINED						
00 UNDESIGNATED						
33 DONATIONS & GRANTS						
<u>28 33160 DONATIONS</u>	0	0	10.00	10.00	-10.00	100.0%
TOTAL DONATIONS & GRANTS	0	0	10.00	10.00	-10.00	100.0%
34 CHARGES FOR SERVICES						
28 34900 SERVICE FUND BILLINGS	927,500	927,500	132,709.41	132,709.41	794,790.59	14.3%
TOTAL CHARGES FOR SERVICES	927,500	927,500	132,709.41	132,709.41	794,790.59	14.3%
TOTAL UNDESIGNATED	927,500	927,500	132,719.41	132,719.41	794,780.59	14.3%
TOTAL UNDEFINED	927,500	927,500	132,719.41	132,719.41	794,780.59	14.3%
TOTAL BUILDING MAINT. SERVICE	927,500	927,500	132,719.41	132,719.41	794,780.59	14.3%
TOTAL REVENUES	927,500	927,500	132,719.41	132,719.41	794,780.59	
29 VEHICLE MAINT. SERVICE						
000 UNDEFINED						

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
00 UNDESIGNATED	_					
33 DONATIONS & GRANTS	_					
29 33160 DONATIONS	0	0	10.00	10.00	-10.00	100.0%
TOTAL DONATIONS & GRANTS	0	0	10.00	10.00	-10.00	100.0%
34 CHARGES FOR SERVICES	_					
29 34900 SERVICE FUND BILLINGS 29 34920 FUEL BILLINGS 29 34921 FIRE DISTRICT FUEL BILLIN 29 34922 FLEET MAINT. BILLINGS	865,000 193,000 37,000 60,000	865,000 193,000 37,000 60,000	38,256.71 17,083.68 1,799.68 3,460.88	38,256.71 17,083.68 1,799.68 3,460.88	826,743.29 175,916.32 35,200.32 56,539.12	4.4% 8.9% 4.9% 5.8%
TOTAL CHARGES FOR SERVICES	1,155,000	1,155,000	60,600.95	60,600.95	1,094,399.05	5.2%
TOTAL UNDESIGNATED	1,155,000	1,155,000	60,610.95	60,610.95	1,094,389.05	5.2%
TOTAL UNDEFINED	1,155,000	1,155,000	60,610.95	60,610.95	1,094,389.05	5.2%
TOTAL VEHICLE MAINT. SERVICE	1,155,000	1,155,000	60,610.95	60,610.95	1,094,389.05	5.2%
TOTAL REVENUES	1,155,000	1,155,000	60,610.95	60,610.95	1,094,389.05	
32 DOWNTOWN TIF DISTRICT	_					
000 UNDEFINED	_					
00 UNDESIGNATED	_					
31 TAXES	_					
32000500 31565 RET - DOWNTOWN TIF	160,000	160,000	10,105.76	10,105.76	149,894.24	6.3%
TOTAL TAXES	160,000	160,000	10,105.76	10,105.76	149,894.24	6.3%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
36 INVESTMENT INCOME						
32000500 36001 INTEREST	25	25	5.60	5.60	19.40	22.4%
TOTAL INVESTMENT INCOME	25	25	5.60	5.60	19.40	22.4%
TOTAL UNDESIGNATED	160,025	160,025	10,111.36	10,111.36	149,913.64	6.3%
TOTAL UNDEFINED	160,025	160,025	10,111.36	10,111.36	149,913.64	6.3%
TOTAL DOWNTOWN TIF DISTRICT	160,025	160,025	10,111.36	10,111.36	149,913.64	6.3%
TOTAL REVENUES	160,025	160,025	10,111.36	10,111.36	149,913.64	
53 POLICE PENSION						
000 UNDEFINED						
00 UNDESIGNATED						
36 INVESTMENT INCOME						
53 36145 INVESTMENT INCOME - PP	1,503,000	1,503,000	.00	.00	1,503,000.00	.0%
TOTAL INVESTMENT INCOME	1,503,000	1,503,000	.00	.00	1,503,000.00	.0%
37 OTHER INCOME						
53 37010 EMPLOYEE CONTRIBUTIONS 53 37020 EMPLOYER CONTRIBUTIONS 53 37030 PENSION PRIOR YEAR CONTRI 53 37032 PENSION INTEREST FROM MEM	421,000 1,900,000 9,650 1,850	421,000 1,900,000 9,650 1,850	.00 .00 .00	.00 .00 .00	421,000.00 1,900,000.00 9,650.00 1,850.00	.0% .0% .0%
TOTAL OTHER INCOME	2,332,500	2,332,500	.00	.00	2,332,500.00	.0%
TOTAL UNDESIGNATED	3,835,500	3,835,500	.00	.00	3,835,500.00	.0%
TOTAL UNDEFINED	3,835,500	3,835,500	.00	.00	3,835,500.00	.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL POLICE PENSION	3,835,500	3,835,500	.00	.00	3,835,500.00	.0%
TOTAL REVENUES	3,835,500	3,835,500	.00	.00	3,835,500.00	
60 SSA 1 - RIVERSIDE PLAZA						
000 UNDEFINED						
00 UNDESIGNATED						
31 TAXES						
60000500 31566 RET - SPECIAL SERVI	70,000	70,000	.00	.00	70,000.00	.0%
TOTAL TAXES	70,000	70,000	.00	.00	70,000.00	.0%
36 INVESTMENT INCOME						
60000500 36001 INTEREST	0	0	.58	.58	58	100.0%
TOTAL INVESTMENT INCOME	0	0	.58	.58	58	100.0%
TOTAL UNDESIGNATED	70,000	70,000	.58	.58	69,999.42	.0%
TOTAL UNDEFINED	70,000	70,000	.58	.58	69,999.42	.0%
TOTAL SSA 1 - RIVERSIDE PLAZA	70,000	70,000	.58	.58	69,999.42	.0%
TOTAL REVENUES	70,000	70,000	.58	.58	69,999.42	
99 DEBT SERVICE						
000 UNDEFINED						
00 UNDESIGNATED						
36 INVESTMENT INCOME						
99000500 36001 INTEREST	3,500	3,500	.03	.03	3,499.97	.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
99000500 36020 INTEREST - INVESTME	0	0	599.98	599.98	-599.98	100.0%
TOTAL INVESTMENT INCOME	3,500	3,500	600.01	600.01	2,899.99	17.1%
38 OTHER FINANCING SOUR						
99000500 38001 TRANSFER FROM GENER	625,000	625,000	156,000.00	156,000.00	469,000.00	25.0%
TOTAL OTHER FINANCING SOUR	625,000	625,000	156,000.00	156,000.00	469,000.00	25.0%
TOTAL UNDESIGNATED	628,500	628,500	156,600.01	156,600.01	471,899.99	24.9%
TOTAL UNDEFINED	628,500	628,500	156,600.01	156,600.01	471,899.99	24.9%
TOTAL DEBT SERVICE	628,500	628,500	156,600.01	156,600.01	471,899.99	24.9%
TOTAL REVENUES	628,500	628,500	156,600.01	156,600.01	471,899.99	
GRAND TOTAL	42,610,125	42,610,125	3,047,479.54	3,047,479.54	39,564,445.46	7.2%

^{**} END OF REPORT - Generated by Jodie Proschwitz **

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL							
100 GENERAL SVCS. ADMINISTRATION							
00 UNDESIGNATED							
41 PERSONNEL							
01100100 41103 IMRF 01100100 41104 FICA 01100100 41105 SUI 01100100 41106 INSURANCE 01100100 41110 SALARIES 01100100 41130 SALARY ELECTED 01100100 41140 OVERTIME	115,500 80,500 3,000 158,500 971,000 57,000 5,500	106,000 73,000 2,600 146,000 887,000 57,000 5,500	8,544.11 6,040.14 22.90 12,411.45 76,030.06 4,750.00 693.68	8,544.11 6,040.14 22.90 12,411.45 76,030.06 4,750.00 693.68	.00 .00 .00 .00 .00	97,455.89 66,959.86 2,577.10 133,588.55 810,969.94 52,250.00 4,806.32	8.1% 8.3% .9% 8.5% 8.6% 8.3% 12.6%
TOTAL PERSONNEL	1,391,000	1,277,100	108,492.34	108,492.34	.00	1,168,607.66	8.5%
42 CONTRACTUAL SERVICES							
01100100 42210 TELEPHONE 01100100 42211 NATURAL GAS 01100100 42228 INVESTMENT MANAGEME 01100100 42230 LEGAL SERVICES 01100100 42231 AUDIT SERVICES 01100100 42234 PROFESSIONAL SERVIC 01100100 42242 PUBLICATIONS 01100100 42243 PRINTING & ADVERTIS 01100100 42245 VILLAGE COMMUNICATI 01100100 42245 VILLAGE COMMUNICATI 01100100 42272 LEASES - NON CAPITA 01100100 42305 MUNICIPAL COURT	16,700 1,500 5,000 80,000 29,000 66,000 2,600 6,500 16,000 500 6,200 8,500	16,700 1,500 5,000 80,000 29,000 66,000 2,600 6,500 16,000 500 6,200 8,500	204.69 .00 .00 .00 .00 1,540.00 .00 .00 .00 .248.97 .00	204.69 .00 .00 .00 .00 1,540.00 .00 .00 .00 .248.97 .00	3,795.57 .00 .00 .00 .00 16,940.00 .00 217.64 .00 .00 5,350.27 200.00	12,699.74 1,500.00 5,000.00 80,000.00 29,000.00 47,520.00 2,600.00 6,282.36 16,000.00 500.00 600.76 8,300.00 210,002.86	24.0% .0% .0% .0% .0% 28.0% .0% 3.3% .0% .0% 90.3% 2.4%
43 COMMODITIES							
01100100 43308 OFFICE SUPPLIES	8,500	8,500	.00	.00	4,000.00	4,500.00	47.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01100100 43317 POSTAGE 01100100 43320 SMALL TOOLS & SUPPL 01100100 43333 IT EQUIPMENT & SUPP 01100100 43340 FUEL	10,000 500 8,000 500	10,000 500 8,000 500	-621.65 .00 .00 143.11	-621.65 .00 .00 143.11	4,600.00 .00 4,620.00 .00	6,021.65 500.00 3,380.00 356.89	39.8% .0% 57.8% 28.6%
TOTAL COMMODITIES	27,500	27,500	-478.54	-478.54	13,220.00	14,758.54	46.3%
44 MAINTENANCE	_						
01100100 44420 MAINT - VEHICLES 01100100 44423 MAINT - BUILDING 01100100 44426 MAINT - OFFICE EQUI	4,000 150,000 4,500	4,000 150,000 4,500	.00 19,477.95 .00	.00 19,477.95 .00	.00 .00 193.16	4,000.00 130,522.05 4,306.84	.0% 13.0% 4.3%
TOTAL MAINTENANCE	158,500	158,500	19,477.95	19,477.95	193.16	138,828.89	12.4%
47 OTHER EXPENSES	_						
01100100 47740 TRAVEL/TRAINING/DUE 01100100 47741 ELECTED OFFICIALS E 01100100 47743 ENVIRONMENTAL PROGR 01100100 47745 PRESIDENTS EXPENSES 01100100 47750 HISTORIC COMMISSION 01100100 47760 UNIFORMS & SAFETY I 01100600 47790 INTEREST EXPENSE	37,500 500 500 1,000 2,500 2,000 500	37,500 500 500 1,000 2,500 2,000 500	2,020.29 .00 .00 .00 .00 .00 46.09	2,020.29 .00 .00 .00 .00 .00 46.09	374.00 .00 .00 .00 .00 .00 432.31	35,105.71 500.00 500.00 1,000.00 2,500.00 2,000.00 21.60	6.4% .0% .0% .0% .0% .0%
TOTAL OTHER EXPENSES	44,500	44,500	2,066.38	2,066.38	806.31	41,627.31	6.5%
TOTAL UNDESIGNATED	1,860,000	1,746,100	131,551.79	131,551.79	40,722.95	1,573,825.26	9.9%
10 RECREATION	_						
41 PERSONNEL	_						
01101100 41103 IMRF 01101100 41104 FICA 01101100 41105 SUI 01101100 41106 INSURANCE	0 0 0 0	9,500 7,500 400 12,500	590.44 431.01 4.51 978.64	590.44 431.01 4.51 978.64	.00 .00 .00	8,909.56 7,068.99 395.49 11,521.36	6.2% 5.7% 1.1% 7.8%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01101100 41110 SALARIES 01101100 41113 SALARY RECREATION I	0 15,000	84,000 15,000	5,690.88 530.88	5,690.88 530.88	.00	78,309.12 14,469.12	6.8% 3.5%
TOTAL PERSONNEL	15,000	128,900	8,226.36	8,226.36	.00	120,673.64	6.4%
42 CONTRACTUAL SERVICES	_						
01101100 42210 TELEPHONE 01101100 42225 BANK PROCESSING FEE 01101100 42234 PROFESSIONAL SERVIC 01101100 42243 PRINTING & ADVERTIS	0 0 0	700 300 7,000 17,000	.00 22.48 .00 .00	.00 22.48 .00 .00	23.87 .00 300.00 .00	676.13 277.52 6,700.00 17,000.00	3.4% 7.5% 4.3% .0%
TOTAL CONTRACTUAL SERVICES	0	25,000	22.48	22.48	323.87	24,653.65	1.4%
43 COMMODITIES	_						
01101100 43308 OFFICE SUPPLIES 01101100 43317 POSTAGE 01101100 43332 OFFICE FURNITURE & 01101100 43333 IT EQUIPMENT & SUPP	0 0 0	200 6,200 1,000 3,100	.00 31.28 .00 3,100.00	.00 31.28 .00 3,100.00	.00 .00 .00	200.00 6,168.72 1,000.00	.0% .5% .0% 100.0%
TOTAL COMMODITIES	0	10,500	3,131.28	3,131.28	.00	7,368.72	29.8%
47 OTHER EXPENSES	_						
01101100 47701 RECREATION PROGRAMS 01101100 47740 TRAVEL/TRAINING/DUE 01101100 47760 UNIFORMS & SAFETY I	250,000 0 0	212,000 2,150 350	.00 .00 .00	.00	18,848.75 .00 .00	193,151.25 2,150.00 350.00	8.9% .0% .0%
TOTAL OTHER EXPENSES	250,000	214,500	.00	.00	18,848.75	195,651.25	8.8%
TOTAL RECREATION	265,000	378,900	11,380.12	11,380.12	19,172.62	348,347.26	8.1%
TOTAL GENERAL SVCS. ADMINISTRATIO	2,125,000	2,125,000	142,931.91	142,931.91	59,895.57	1,922,172.52	9.5%

200 POLICE

00 UNDESIGNATED

41 PERSONNEL

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01200200 41102 PENSION CONTRIBUTIO 01200200 41103 IMRF 01200200 41104 FICA 01200200 41105 SUI 01200200 41106 INSURANCE 01200200 41110 SALARIES 01200200 41120 SALARY SWORN OFFICE 01200200 41122 SALARY CROSSING GUA 01200200 41140 OVERTIME	1,900,000 63,000 392,000 6,500 645,000 530,000 4,292,000 17,500 250,000	1,900,000 63,000 392,000 6,500 645,000 530,000 4,292,000 17,500 250,000	96,499.56 4,988.49 31,993.74 101.15 54,681.18 44,470.69 365,091.91 1,925.00 14,665.00	96,499.56 4,988.49 31,993.74 101.15 54,681.18 44,470.69 365,091.91 1,925.00 14,665.00	.00 .00 .00 .00 .00 .00	1,803,500.44 58,011.51 360,006.26 6,398.85 590,318.82 485,529.31 3,926,908.09 15,575.00 235,335.00	5.1% 7.9% 8.2% 1.6% 8.5% 8.5% 11.0% 5.9%
TOTAL PERSONNEL	8,096,000	8,096,000	614,416.72	614,416.72	.00	7,481,583.28	7.6%
42 CONTRACTUAL SERVICES	_						
01200200 42210 TELEPHONE 01200200 42211 NATURAL GAS 01200200 42212 ELECTRIC 01200200 42215 ALARM LINES 01200200 42225 BANK PROCESSING FEE 01200200 42230 LEGAL SERVICES 01200200 42234 PROFESSIONAL SERVIC 01200200 42242 PUBLICATIONS 01200200 42243 PRINTING & ADVERTIS 01200200 42243 PRINTING & ADVERTIS 01200200 42250 SEECOM 01200200 42270 EQUIPMENT RENTAL 01200200 42272 LEASES - NON CAPITA	27,775 2,000 600 53,000 200 81,500 18,650 1,350 5,500 600,000 7,225 4,200	27,775 2,000 600 53,000 200 81,500 18,650 1,350 5,500 600,000 7,225 4,200	327.85 .00 .00 .00 10.08 .00 .00 .00 .00 .00 4.21 356.00	327.85 .00 .00 .00 10.08 .00 .00 .00 .00 .00 4.21 356.00	5,549.83 .00 600.00 4,416.00 .00 13,022.00 .00 158,054.94 2,050.79 3,916.00	21,897.32 2,000.00 .00 48,584.00 189.92 81,500.00 5,628.00 1,350.00 5,500.00 441,945.06 5,170.00 -72.00	21.2% .0% 100.0% 8.3% 5.0% .0% .0% .0% 26.3% 28.4% 101.7%
43 COMMODITIES							
01200200 43308 OFFICE SUPPLIES 01200200 43309 MATERIALS 01200200 43317 POSTAGE 01200200 43320 SMALL TOOLS & SUPPL 01200200 43332 OFFICE FURNITURE & 01200200 43333 IT EQUIPMENT & SUPP 01200200 43335 VEHICLES & EQUIP (N	10,500 32,000 3,200 12,800 12,000 35,000 79,300	10,500 32,000 3,200 12,800 12,000 35,000 79,300	.00 .00 199.64 .00 .00	.00 .00 199.64 .00 .00	2,000.00 938.90 150.00 .00 .00 500.00	8,500.00 31,061.10 2,850.36 12,800.00 12,000.00 34,500.00 79,300.00	19.0% 2.9% 10.9% .0% .0% 1.4%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01200200 43340 FUEL 01200200 43364 D.A.R.E. / COMMUNIT	80,000 8,500	80,000 8,500	7,402.41	7,402.41	.00	72,597.59 8,500.00	9.3%
TOTAL COMMODITIES	273,300	273,300	7,602.05	7,602.05	3,588.90	262,109.05	4.1%
44 MAINTENANCE							
01200200 44420 MAINT - VEHICLES 01200200 44421 MAINT - EQUIPMENT 01200200 44422 MAINT - RADIOS 01200200 44423 MAINT - BUILDING 01200200 44426 MAINT - OFFICE EQUI	167,000 16,000 5,000 172,000 10,300	167,000 16,000 5,000 172,000 10,300	8,582.29 1,060.50 .00 22,420.94 .00	8,582.29 1,060.50 .00 22,420.94 .00	.00 .00 .00 .00 1,654.00	158,417.71 14,939.50 5,000.00 149,579.06 8,646.00	5.1% 6.6% .0% 13.0% 16.1%
TOTAL MAINTENANCE	370,300	370,300	32,063.73	32,063.73	1,654.00	336,582.27	9.1%
45 CAPITAL IMPROVEMENT							
01200200 45597 CAPITAL LEASE PAYME	23,200	23,200	1,881.97	1,881.97	21,255.91	62.12	99.7%
TOTAL CAPITAL IMPROVEMENT	23,200	23,200	1,881.97	1,881.97	21,255.91	62.12	99.7%
47 OTHER EXPENSES							
01200200 47720 BOARD OF POLICE COM 01200200 47730 EMERGENCY SERVICE D 01200200 47740 TRAVEL/TRAINING/DUE 01200200 47760 UNIFORMS & SAFETY I 01200200 47770 INVESTIGATIONS 01200600 47790 INTEREST EXPENSE	3,900 8,000 40,000 50,000 2,000 1,300	3,900 8,000 40,000 50,000 2,000 1,300	.00 582.94 25.86 1,143.48 .00 128.03	.00 582.94 25.86 1,143.48 .00 128.03	.00 .00 618.37 47,404.45 .00 854.09	3,900.00 7,417.06 39,355.77 1,452.07 2,000.00 317.88	.0% 7.3% 1.6% 97.1% .0% 75.5%
TOTAL OTHER EXPENSES	105,200	105,200	1,880.31	1,880.31	48,876.91	54,442.78	48.2%
TOTAL UNDESIGNATED	9,670,000	9,670,000	658,542.92	658,542.92	262,985.28	8,748,471.80	9.5%
TOTAL POLICE	9,670,000	9,670,000	658,542.92	658,542.92	262,985.28	8,748,471.80	9.5%
300 COMMUNITY DEVELOPMENT							

00 UNDESIGNATED

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
41 PERSONNEL	_						
01300100 41103 IMRF 01300100 41104 FICA 01300100 41105 SUI 01300100 41106 INSURANCE 01300100 41110 SALARIES 01300100 41132 SALARY PLANNING/ZON 01300100 41140 OVERTIME	108,000 71,000 1,500 108,000 918,000 2,000 3,000	108,000 71,000 1,500 108,000 918,000 2,000 3,000	8,665.71 5,734.79 .00 8,573.75 76,471.10 .00 341.71	8,665.71 5,734.79 .00 8,573.75 76,471.10 .00 341.71	.00 .00 .00 .00 .00	99,334.29 65,265.21 1,500.00 99,426.25 841,528.90 2,000.00 2,658.29	8.0% 8.1% .0% 7.9% 8.3% .0% 11.4%
TOTAL PERSONNEL	1,211,500	1,211,500	99,787.06	99,787.06	.00	1,111,712.94	8.2%
42 CONTRACTUAL SERVICES	_						
01300100 42210 TELEPHONE 01300100 42211 NATURAL GAS 01300100 42230 LEGAL SERVICES 01300100 42234 PROFESSIONAL SERVIC 01300100 42242 PUBLICATIONS 01300100 42243 PRINTING & ADVERTIS 01300100 42272 LEASES - NON CAPITA	10,400 1,000 20,000 110,000 1,200 1,000 2,400	10,400 1,000 20,000 110,000 1,200 1,000 2,400	78.05 .00 .00 .00 .00 .00 .00	78.05 .00 .00 .00 .00 .00 .00	1,691.43 .00 .00 31,100.00 .00 .00 2,161.77	8,630.52 1,000.00 20,000.00 78,900.00 1,200.00 1,000.00 46.50	17.0% .0% .0% 28.3% .0% .0%
TOTAL CONTRACTUAL SERVICES	146,000	146,000	269.78	269.78	34,953.20	110,777.02	24.1%
43 COMMODITIES	_						
01300100 43308 OFFICE SUPPLIES 01300100 43317 POSTAGE 01300100 43320 SMALL TOOLS & SUPPL 01300100 43333 IT EQUIPMENT & SUPP 01300100 43340 FUEL 01300100 43362 PUBLIC ART	3,300 1,500 300 2,900 8,000 5,000	3,300 1,500 300 2,900 8,000 5,000	.00 201.00 .00 .00 887.52	.00 201.00 .00 .00 887.52	2,000.00 .00 .00 .00 .00 .00 2,820.00	1,300.00 1,299.00 300.00 2,900.00 7,112.48 2,180.00	60.6% 13.4% .0% .0% 11.1% 56.4%
TOTAL COMMODITIES	21,000	21,000	1,088.52	1,088.52	4,820.00	15,091.48	28.1%
44 MAINTENANCE	_						
01300100 44420 MAINT - VEHICLES	19,000	19,000	2,880.15	2,880.15	.00	16,119.85	15.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01300100 44423 MAINT - BUILDING 01300100 44426 MAINT - OFFICE EQUI	35,000 3,000	35,000 3,000	4,986.62	4,986.62	.00 204.00	30,013.38 2,796.00	14.2% 6.8%
TOTAL MAINTENANCE	57,000	57,000	7,866.77	7,866.77	204.00	48,929.23	14.2%
47 OTHER EXPENSES	_						
01300100 47710 ECONOMIC DEVELOPMEN 01300100 47740 TRAVEL/TRAINING/DUE 01300100 47760 UNIFORMS & SAFETY I 01300600 47790 INTEREST EXPENSE	52,430 7,260 600 210	52,430 7,260 600 210	.00 125.00 .00 12.18	.00 125.00 .00 12.18	.00 175.00 .00 81.18	52,430.00 6,960.00 600.00 116.64	.0% 4.1% .0% 44.5%
TOTAL OTHER EXPENSES	60,500	60,500	137.18	137.18	256.18	60,106.64	.7%
TOTAL UNDESIGNATED	1,496,000	1,496,000	109,149.31	109,149.31	40,233.38	1,346,617.31	10.0%
TOTAL COMMUNITY DEVELOPMENT	1,496,000	1,496,000	109,149.31	109,149.31	40,233.38	1,346,617.31	10.0%
400 PUBLIC WORKS ADMINISTRATION	_						
00 UNDESIGNATED	_						
41 PERSONNEL	_						
01400300 41103 IMRF 01400300 41104 FICA 01400300 41105 SUI 01400300 41106 INSURANCE 01400300 41110 SALARIES 01400300 41140 OVERTIME	26,000 18,000 300 18,000 215,000	26,000 18,000 300 18,000 215,000 400	2,024.87 1,341.06 .00 1,331.68 17,735.38	2,024.87 1,341.06 .00 1,331.68 17,735.38	.00 .00 .00 .00 .00	23,975.13 16,658.94 300.00 16,668.32 197,264.62 400.00	7.8% 7.5% .0% 7.4% 8.2% .0%
TOTAL PERSONNEL	277,700	277,700	22,432.99	22,432.99	.00	255,267.01	8.1%
42 CONTRACTUAL SERVICES	_						
01400300 42210 TELEPHONE	6,150	6,150	54.65	54.65	967.96	5,127.39	16.6%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01400300 42211 NATURAL GAS 01400300 42230 LEGAL SERVICES 01400300 42242 PUBLICATIONS 01400300 42243 PRINTING & ADVERTIS 01400300 42240 PHYSICAL EXAMS 01400300 42270 EQUIPMENT RENTAL 01400300 42272 LEASES - NON CAPITA	500 6,000 400 50 300 500 2,400	500 6,000 400 50 300 500 2,400	.00 .00 .00 .00 .00 3.38 191.72	.00 .00 .00 .00 .00 3.38 191.72	.00 .00 297.40 .00 .00 296.62 2,161.72	500.00 6,000.00 102.60 50.00 300.00 200.00 46.56	.0% .0% 74.4% .0% .0% 60.0% 98.1%
TOTAL CONTRACTUAL SERVICES	16,300	16,300	249.75	249.75	3,723.70	12,326.55	24.4%
43 COMMODITIES							
01400300 43308 OFFICE SUPPLIES 01400300 43317 POSTAGE 01400300 43320 SMALL TOOLS & SUPPL 01400300 43333 IT EQUIPMENT & SUPP 01400300 43340 FUEL	1,300 800 200 12,900 2,500	1,300 800 200 12,900 2,500	.00 33.58 .00 5,000.00 128.50	.00 33.58 .00 5,000.00 128.50	750.00 500.00 .00 500.00	550.00 266.42 200.00 7,400.00 2,371.50	57.7% 66.7% .0% 42.6% 5.1%
TOTAL COMMODITIES	17,700	17,700	5,162.08	5,162.08	1,750.00	10,787.92	39.1%
44 MAINTENANCE							
01400300 44420 MAINT - VEHICLES 01400300 44423 MAINT - BUILDING 01400300 44426 MAINT - OFFICE EQUI	12,000 41,000 2,600	12,000 41,000 2,600	842.24 5,484.45 .00	842.24 5,484.45 .00	.00 .00 23.72	11,157.76 35,515.55 2,576.28	7.0% 13.4% .9%
TOTAL MAINTENANCE	55,600	55,600	6,326.69	6,326.69	23.72	49,249.59	11.4%
47 OTHER EXPENSES							
01400300 47740 TRAVEL/TRAINING/DUE 01400300 47760 UNIFORMS & SAFETY I 01400600 47790 INTEREST EXPENSE	8,100 500 100	8,100 500 100	-11.68 .00 12.17	-11.68 .00 12.17	226.00 .00 81.13	7,885.68 500.00 6.70	2.6% .0% 93.3%
TOTAL OTHER EXPENSES	8,700	8,700	.49	.49	307.13	8,392.38	3.5%
48 TRANSFERS							
01400500 48099 TRANSFER TO DEBT SE	625,000	625,000	156,000.00	156,000.00	.00	469,000.00	25.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL TRANSFERS	625,000	625,000	156,000.00	156,000.00	.00	469,000.00	25.0%
TOTAL UNDESIGNATED	1,001,000	1,001,000	190,172.00	190,172.00	5,804.55	805,023.45	19.6%
	, ,	, ,	•	•	·	·	
TOTAL PUBLIC WORKS ADMINISTRATION	1,001,000	1,001,000	190,172.00	190,172.00	5,804.55	805,023.45	19.6%
500 GENERAL SERVICES PUBLIC WORKS	_						
00 UNDESIGNATED	_						
41 PERSONNEL	_						
01500300 41103 IMRF 01500300 41104 FICA 01500300 41105 SUI 01500300 41106 INSURANCE 01500300 41110 SALARIES 01500300 41140 OVERTIME	189,000 127,000 3,200 289,000 1,590,000 65,000	189,000 127,000 3,200 289,000 1,590,000 65,000	13,517.58 9,124.59 17.68 21,890.16 120,738.27 2,421.91	13,517.58 9,124.59 17.68 21,890.16 120,738.27 2,421.91	.00 .00 .00 .00	175,482.42 117,875.41 3,182.32 267,109.84 1,469,261.73 62,578.09	7.2% 7.2% .6% 7.6% 7.6% 3.7%
TOTAL PERSONNEL	2,263,200	2,263,200	167,710.19	167,710.19	.00	2,095,489.81	7.4%
42 CONTRACTUAL SERVICES	_						
01500300 42210 TELEPHONE 01500300 42211 NATURAL GAS 01500300 42212 ELECTRIC 01500300 42230 LEGAL SERVICES 01500300 42232 ENGINEERING/DESIGN 01500300 42234 PROFESSIONAL SERVIC 01500300 42243 PRINTING & ADVERTIS 01500300 42243 PRINTING & ADVERTIS 01500300 42253 COMMUNITY EVENTS 01500300 42260 PHYSICAL EXAMS 01500300 42264 SNOW REMOVAL 01500300 42270 EQUIPMENT RENTAL	20,400 1,850 375,200 2,000 3,600 274,350 1,300 1,500 1,800 2,000 19,000	20,400 1,850 375,200 2,000 3,600 274,350 1,300 1,500 1,800 2,000 19,000	54.65 .00 .00 .00 .00 .00 .00 .00	54.65 .00 .00 .00 .00 .00 .00 .00	1,807.88 .00 374,300.00 .00 .00 206,466.64 .00 .00 330.00 .00 134.40	18,537.47 1,850.00 900.00 2,000.00 3,600.00 67,883.36 1,300.00 1,500.00 1,470.00 2,000.00 18,865.60	9.1% .0% 99.8% .0% .0% 75.3% .0% .0% 18.3% .7%
TOTAL CONTRACTUAL SERVICES	703,000	703,000	54.65	54.65	583,038.92	119,906.43	82.9%
43 COMMODITIES	_						
01500300 43308 OFFICE SUPPLIES	500	500	.00	.00	.00	500.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01500300 43309 MATERIALS 01500300 43317 POSTAGE 01500300 433320 SMALL TOOLS & SUPPL 01500300 43333 IT EQUIPMENT & SUPP 01500300 43335 VEHICLES & EQUIP (N 01500300 43340 FUEL 01500300 43360 PARK UPGRADES 01500300 43366 SIGN PROGRAM	47,750 100 27,600 14,300 42,500 68,000 90,250 24,500	47,750 100 27,600 14,300 42,500 68,000 90,250 24,500	.00 .00 .00 10,000.00 .00 5,752.17 .00	.00 .00 .00 10,000.00 .00 5,752.17 .00	88.15 .00 5,362.48 .00 .00 .00 .00	47,661.85 100.00 22,237.52 4,300.00 42,500.00 62,247.83 90,250.00 24,228.28	.2% .0% 19.4% 69.9% .0% 8.5% .0%
TOTAL COMMODITIES	315,500	315,500	15,752.17	15,752.17	5,722.35	294,025.48	6.8%
44 MAINTENANCE	_						
01500300 44402 MAINT - TREE PLANTI 01500300 44420 MAINT - VEHICLES 01500300 44421 MAINT - EQUIPMENT 01500300 44423 MAINT - BUILDING 01500300 44426 MAINT - OFFICE EQUI 01500300 44427 MAINT - CURB & SIDE 01500300 44428 MAINT - STREETS 01500300 44428 MAINT - STREET LIGH 01500300 44429 MAINT - STREET LIGH 01500300 44430 MAINT - TRAFFIC SIG 01500300 44431 MAINT - STORM SEWER	54,300 287,000 269,000 180,500 1,500 3,200 40,000 12,000 25,500 11,700	54,300 287,000 269,000 180,500 1,500 3,200 40,000 12,000 25,500 11,700	.00 11,090.18 4,998.45 21,401.40 .00 .00 .00 .00 625.28 .00	.00 11,090.18 4,998.45 21,401.40 .00 .00 .00 625.28 .00	.00 .00 .00 47.28 .00 .00 .00	54,300.00 275,909.82 264,001.55 159,098.60 1,452.72 3,200.00 40,000.00 11,374.72 25,500.00 11,390.00	.0% 3.9% 1.9% 11.9% 3.2% .0% .0% 5.2% .0%
TOTAL MAINTENANCE	884,700	884,700	38,115.31	38,115.31	357.28	846,227.41	4.3%
45 CAPITAL IMPROVEMENT	_						
01500300 45590 CAPITAL PURCHASE TOTAL CAPITAL IMPROVEMENT	180,000	180,000	.00	.00	.00	180,000.00	.0%
47 OTHER EXPENSES	_						
01500300 47740 TRAVEL/TRAINING/DUE 01500300 47760 UNIFORMS & SAFETY I	21,100 19,500	21,100 19,500	300.00	300.00	305.00 6,000.00	20,495.00 13,500.00	2.9% 30.8%
TOTAL OTHER EXPENSES	40,600	40,600	300.00	300.00	6,305.00	33,995.00	16.3%
48 TRANSFERS							

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01500500 48005 TRANSFER TO SWIMMIN	145,000	145,000	27,000.00	27,000.00	.00	118,000.00	18.6%
TOTAL TRANSFERS	145,000	145,000	27,000.00	27,000.00	.00	118,000.00	18.6%
TOTAL UNDESIGNATED	4,532,000	4,532,000	248,932.32	248,932.32	595,423.55	3,687,644.13	18.6%
TOTAL GENERAL SERVICES PUBLIC WOR	4,532,000	4,532,000	248,932.32	248,932.32	595,423.55	3,687,644.13	18.6%
900 NONDEPARTMENTAL							
00 UNDESIGNATED							
42 CONTRACTUAL SERVICES							
01900100 42234 PROFESSIONAL SERVIC 01900100 42236 INSURANCE	12,800 513,000	12,800 513,000	.00 1,327.50	.00 1,327.50	64.00	12,736.00 511,672.50	.5%
TOTAL CONTRACTUAL SERVICES	525,800	525,800	1,327.50	1,327.50	64.00	524,408.50	.3%
43 COMMODITIES							
01900100 43333 IT EQUIP. & SUPPLIE	250,200	250,200	6,447.75	6,447.75	16,256.78	227,495.47	9.1%
TOTAL COMMODITIES	250,200	250,200	6,447.75	6,447.75	16,256.78	227,495.47	9.1%
47 OTHER EXPENSES							
01900100 47740 TRAVEL/TRAINING/DUE	20,000	20,000	.00	.00	2,940.00	17,060.00	14.7%
TOTAL OTHER EXPENSES	20,000	20,000	.00	.00	2,940.00	17,060.00	14.7%
TOTAL UNDESIGNATED	796,000	796,000	7,775.25	7,775.25	19,260.78	768,963.97	3.4%
TOTAL NONDEPARTMENTAL	796,000	796,000	7,775.25	7,775.25	19,260.78	768,963.97	3.4%
TOTAL GENERAL	19,620,000	19,620,000	1,357,503.71	1,357,503.71	983,603.11	17,278,893.18	11.9%
TOTAL EXPENSES	19,620,000	19,620,000	1,357,503.71	1,357,503.71	983,603.11	17,278,893.18	

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02 CEMETERY	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
02 CEMETERY	_						
940 CEMETERY OPERATING	_						
00 UNDESIGNATED	_						
42 CONTRACTUAL SERVICES	_						
02400100 42234 PROFESSIONAL SERVIC 02400100 42236 INSURANCE 02400100 42290 GRAVE OPENING	27,700 1,100 8,000	27,700 1,100 8,000	1,550.00 .00 .00	1,550.00 .00 .00	19,450.00 .00 7,500.00	6,700.00 1,100.00 500.00	75.8% .0% 93.8%
TOTAL CONTRACTUAL SERVICES	36,800	36,800	1,550.00	1,550.00	26,950.00	8,300.00	77.4%
43 COMMODITIES	_						
02400100 43319 BUILDING SUPPLIES	1,050	1,050	.00	.00	.00	1,050.00	.0%
TOTAL COMMODITIES	1,050	1,050	.00	.00	.00	1,050.00	.0%
TOTAL UNDESIGNATED	37,850	37,850	1,550.00	1,550.00	26,950.00	9,350.00	75.3%
TOTAL CEMETERY OPERATING	37,850	37,850	1,550.00	1,550.00	26,950.00	9,350.00	75.3%
TOTAL CEMETERY	37,850	37,850	1,550.00	1,550.00	26,950.00	9,350.00	75.3%
TOTAL EXPENSES	37,850	37,850	1,550.00	1,550.00	26,950.00	9,350.00	
03 MFT	-						
900 NONDEPARTMENTAL	_						
00 UNDESIGNATED	_						
43 COMMODITIES	_						
03900300 43309 MATERIALS	482,500	482,500	.00	.00	147,038.25	335,461.75	30.5%

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03 MFT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
03900300 43370 INFRASTRUCTURE MAIN 03900300 43370 M1423 INFRASTRUCTURE	225,000	0 225,000	.00	.00	.00	.00 225,000.00	.0%
TOTAL COMMODITIES	707,500	707,500	.00	.00	147,038.25	560,461.75	20.8%
45 CAPITAL IMPROVEMENT	_						
03900300 45593 CAPITAL IMPROVEMENT 03900300 45593 M1433 CAPITAL IMPROV	70,000	0 70,000	.00	.00	.00	.00 70,000.00	.0%
TOTAL CAPITAL IMPROVEMENT	70,000	70,000	.00	.00	.00	70,000.00	.0%
TOTAL UNDESIGNATED	777,500	777,500	.00	.00	147,038.25	630,461.75	18.9%
TOTAL NONDEPARTMENTAL	777,500	777,500	.00	.00	147,038.25	630,461.75	18.9%
TOTAL MFT	777,500	777,500	.00	.00	147,038.25	630,461.75	18.9%
TOTAL EXPENSES	777,500	777,500	.00	.00	147,038.25	630,461.75	
04 STREET IMPROVEMENT							
900 NONDEPARTMENTAL	_						
00 UNDESIGNATED	_						
42 CONTRACTUAL SERVICES	_						
04900300 42230 LEGAL SERVICES 04900300 42232 ENGINEERING/DESIGN 04900300 42232 S1213 ENGINEERING/DE 04900300 42232 S1242 ENGINEERING/DE 04900300 42232 S1261 ENGINEERING/DE 04900300 42232 S1261 ENGINEERING/DE 04900300 42232 S1613 ENGINEERING/DE 04900300 42232 S1612 ENGINEERING/DE 04900300 42232 S1623 ENGINEERING/DE 04900300 42232 S1632 ENGINEERING/DE 04900300 42232 S1642 ENGINEERING/DE	25,000 2,161,000 0 0 0 0 0 0	25,000 177,000 30,000 6,000 150,000 15,000 30,000 150,000 15,000	.00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00	25,000.00 177,000.00 30,000.00 6,000.00 150,000.00 30,000.00 150,000.00 150,000.00	.0% .0% .0% .0% .0% .0% .0% .0%

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04 STREET IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
04900300 42232 S1643 ENGINEERING/DE 04900300 42232 S1701 ENGINEERING/DE 04900300 42232 S1701 ENGINEERING/DE 04900300 42232 S1732 ENGINEERING/DE 04900300 42232 S1751 ENGINEERING/DE 04900300 42232 S1751 ENGINEERING/DE 04900300 42232 S1761 ENGINEERING/DE 04900300 42232 S1772 ENGINEERING/DE 04900300 42232 S1772 ENGINEERING/DE 04900300 42232 S1782 ENGINEERING/DE 04900300 42232 S1792 ENGINEERING/DE 04900300 42232 S1801 ENGINEERING/DE 04900300 42232 S1811 ENGINEERING/DE 04900300 42232 S1812 ENGINEERING/DE 04900300 42232 S1812 ENGINEERING/DE 04900300 42232 S1821 ENGINEERING/DE 04900300 42232 S1822 ENGINEERING/DE 04900300 42232 S1831 ENGINEERING/DE 04900300 42232 S1831 ENGINEERING/DE 04900300 42232 S1831 ENGINEERING/DE 04900300 42232 S1851 ENGINEERING/DE	0 0 0 0 0 0 0 0 0 0 0	260,000 125,000 125,000 250,000 10,000 6,000 6,000 20,000 30,000 50,000 100,000 70,000 150,000 150,000	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00 .00 .00 .00	260,000.00 125,000.00 125,000.00 250,000.00 10,000.00 6,000.00 6,000.00 20,000.00 20,000.00 30,000.00 90,000.00 100,000.00 100,000.00 100,000.00 150,000.00 80,000.00	00000000000000000000000000000000000000
TOTAL CONTRACTUAL SERVICES	2,186,000	2,186,000	.00	.00	.00	2,186,000.00	.0%
43 COMMODITIES 04900300 43370 INFRASTRUCTURE MAIN 04900300 43370 S1125 INFRASTRUCTURE 04900300 43370 S1243 INFRASTRUCTURE 04900300 43370 S1624 INFRASTRUCTURE 04900300 43370 S1773 INFRASTRUCTURE 04900300 43370 S1783 INFRASTRUCTURE 04900300 43370 S1783 INFRASTRUCTURE 04900300 43370 S1793 INFRASTRUCTURE 04900300 43370 S1793 INFRASTRUCTURE 04900300 43370 S1702 INFRASTRUCTURE 04900300 43370 ST702 INFRASTRUCTURE	2,359,000 0 0 0 0 0 0 0 0 0	119,000 8,000 12,000 2,000,000 36,000 36,000 100,000 20,000	.00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00	.00 .00 .00 163,848.29 .00 .00 .00 .00	119,000.00 8,000.00 12,000.00 1,836,151.71 36,000.00 36,000.00 100,000.00 20,000.00	.0% .0% .0% 8.2% .0% .0% .0%
45 CAPITAL IMPROVEMENT							
04900300 45593 CAPITAL IMPROVEMENT 04900300 45593 S1014 CAPITAL IMPROV 04900300 45593 S1214 CAPITAL IMPROV	4,961,000 0 0	200,000 400,000 700,000	.00 .00 .00	.00	.00	200,000.00 400,000.00 700,000.00	.0% .0% .0%

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04 STREET IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
04900300 45593 S1262 CAPITAL IMPROV 04900300 45593 S1414 CAPITAL IMPROV 04900300 45593 S1613 CAPITAL IMPROV 04900300 45593 S1645 CAPITAL IMPROV 04900300 45593 S1645 CAPITAL IMPROV 04900300 45593 S1724 CAPITAL IMPROV 04900300 45595 LAND ACQUISITION 04900300 45595 S1735 LAND ACQUISITI	0 0 0 0 0	100,000 150,000 300,000 2,150,000 203,000 750,000	.00 .00 .00 .00 .00 .00 237,378.68 .00	.00 .00 .00 .00 .00 .00 237,378.68 .00	.00 .00 2,328.50 .00 .00	100,000.00 150,000.00 297,671.50 2,150,000.00 203,000.00 -237,378.68 750,000.00	.0% .0% .8% .0% .0%
TOTAL CAPITAL IMPROVEMENT	4,961,000	4,953,000	237,378.68	237,378.68	2,328.50	4,713,292.82	4.8%
TOTAL UNDESIGNATED	9,506,000	9,506,000	237,378.68	237,378.68	166,176.79	9,102,444.53	4.2%
TOTAL NONDEPARTMENTAL	9,506,000	9,506,000	237,378.68	237,378.68	166,176.79	9,102,444.53	4.2%
TOTAL STREET IMPROVEMENT	9,506,000	9,506,000	237,378.68	237,378.68	166,176.79	9,102,444.53	4.2%
TOTAL EXPENSES	9,506,000	9,506,000	237,378.68	237,378.68	166,176.79	9,102,444.53	
05 SWIMMING POOL							
900 NONDEPARTMENTAL	_						
00 UNDESIGNATED	_						
41 PERSONNEL	_						
05900100 41104 FICA 05900100 41105 SUI 05900100 41110 SALARIES	6,500 750 85,000	6,500 750 85,000	107.97 11.99 1,411.52	107.97 11.99 1,411.52	.00 .00 .00	6,392.03 738.01 83,588.48	1.7% 1.6% 1.7%
TOTAL PERSONNEL	92,250	92,250	1,531.48	1,531.48	.00	90,718.52	1.7%
42 CONTRACTUAL SERVICES	_						
05900100 42210 TELEPHONE 05900100 42211 NATURAL GAS 05900100 42212 ELECTRIC 05900100 42213 WATER	1,950 4,800 6,850 5,000	1,950 4,800 6,850 5,000	45.43 .00 .00 1,232.32	45.43 .00 .00 1,232.32	1,269.25 3,250.00 6,000.00	635.32 1,550.00 850.00 3,767.68	67.4% 67.7% 87.6% 24.6%

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05 SWIMMING POOL	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
05900100 42234 PROFESSIONAL SERVIC 05900100 42236 INSURANCE	1,200 7,500	1,200 7,500	.00	.00	690.00	510.00 7,500.00	57.5% .0%
TOTAL CONTRACTUAL SERVICES	27,300	27,300	1,277.75	1,277.75	11,209.25	14,813.00	45.7%
43 COMMODITIES	_						
05900100 43308 OFFICE SUPPLIES 05900100 43320 SMALL TOOLS & SUPPL	1,250 10,950	1,250 10,950	700.00 8,943.14	700.00 8,943.14	.00 6.03	550.00 2,000.83	56.0% 81.7%
TOTAL COMMODITIES	12,200	12,200	9,643.14	9,643.14	6.03	2,550.83	79.1%
44 MAINTENANCE	_						
05900100 44423 MAINT - BUILDING 05900100 44445 MAINT - OUTSOURCED	99,000 20,000	99,000 20,000	22,998.55	22,998.55	.00	76,001.45 20,000.00	23.2%
TOTAL MAINTENANCE	119,000	119,000	22,998.55	22,998.55	.00	96,001.45	19.3%
47 OTHER EXPENSES	_						
05900100 47701 RECREATION PROGRAMS 05900100 47740 TRAVEL/TRAINING/DUE 05900100 47760 UNIFORMS & SAFETY I 05900100 47800 CONCESSIONS	1,300 1,450 1,700 5,300	1,300 1,450 1,700 5,300	.00 .00 .00	.00 .00 .00	.00 .00 1,226.98 4,959.50	1,300.00 1,450.00 473.02 340.50	.0% .0% 72.2% 93.6%
TOTAL OTHER EXPENSES	9,750	9,750	.00	.00	6,186.48	3,563.52	63.5%
TOTAL UNDESIGNATED	260,500	260,500	35,450.92	35,450.92	17,401.76	207,647.32	20.3%
TOTAL NONDEPARTMENTAL	260,500	260,500	35,450.92	35,450.92	17,401.76	207,647.32	20.3%
TOTAL SWIMMING POOL	260,500	260,500	35,450.92	35,450.92	17,401.76	207,647.32	20.3%
TOTAL EXPENSES	260,500	260,500	35,450.92	35,450.92	17,401.76	207,647.32	
06 PARK IMPROVEMENT							

06 PARK IMPROVEMENT

900 NONDEPARTMENTAL

00 UNDESIGNATED

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06 PARK IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	_						
42 CONTRACTUAL SERVICES	_						
06900300 42232 ENGINEERING/DESIGN 06900300 42232 P1712 ENGINEERING/DE	95,000 0	45,000 50,000	.00	.00	.00	45,000.00 50,000.00	.0%
TOTAL CONTRACTUAL SERVICES	95,000	95,000	.00	.00	.00	95,000.00	.0%
43 COMMODITIES	_						
06900300 43370 INFRASTRUCTURE MAIN	35,000	35,000	.00	.00	.00	35,000.00	.0%
TOTAL COMMODITIES	35,000	35,000	.00	.00	.00	35,000.00	.0%
44 MAINTENANCE	_						
06900300 44402 MAINT - TREE PLANTI 06900300 44408 MAINT - WETLAND MIT 06900300 44425 MAINT - OPEN SPACE	11,000 6,000 26,000	11,000 6,000 26,000	.00	.00 .00 .00	.00	11,000.00 6,000.00 26,000.00	.0% .0% .0%
TOTAL MAINTENANCE	43,000	43,000	.00	.00	.00	43,000.00	.0%
45 CAPITAL IMPROVEMENT	_						
06900300 45593 CAPITAL IMPROVEMENT	100,000	100,000	.00	.00	.00	100,000.00	.0%
TOTAL CAPITAL IMPROVEMENT	100,000	100,000	.00	.00	.00	100,000.00	.0%
TOTAL UNDESIGNATED	273,000	273,000	.00	.00	.00	273,000.00	.0%
TOTAL NONDEPARTMENTAL	273,000	273,000	.00	.00	.00	273,000.00	.0%
TOTAL PARK IMPROVEMENT	273,000	273,000	.00	.00	.00	273,000.00	.0%
TOTAL EXPENSES	273,000	273,000	.00	.00	.00	273,000.00	
07 WATER & SEWER	_						
700 WATER OPERATING							

700 WATER OPERATING

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07 WATER & SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
00 UNDESIGNATED 41 PERSONNEL	_						
07700400 41103 IMRF 07700400 41104 FICA 07700400 41105 SUI 07700400 41106 INSURANCE 07700400 41110 SALARIES 07700400 41140 OVERTIME	130,000 85,000 1,800 180,000 1,064,000 26,000	130,000 85,000 1,800 180,000 1,064,000 26,000	9,519.74 6,321.86 3.70 14,105.50 83,786.71 1,651.16	9,519.74 6,321.86 3.70 14,105.50 83,786.71 1,651.16	.00 .00 .00 .00 .00	120,480.26 78,678.14 1,796.30 165,894.50 980,213.29 24,348.84 1,371,411.33	7.3% 7.4% .2% 7.8% 6.4%
42 CONTRACTUAL SERVICES	_						
07700400 42210 TELEPHONE 07700400 42211 NATURAL GAS 07700400 42212 ELECTRIC 07700400 42212 BANK PROCESSING FEE 07700400 42226 ACH REBATE 07700400 42230 LEGAL SERVICES 07700400 42231 AUDIT SERVICES 07700400 42231 ENGINEERING/DESIGN 07700400 42234 PROFESSIONAL SERVIC 07700400 42234 PROFESSIONAL SERVIC 07700400 42236 INSURANCE 07700400 42242 PUBLICATIONS 07700400 42243 PRINTING & ADVERTIS 07700400 42240 PHYSICAL EXAMS 07700400 42260 PHYSICAL EXAMS	18,600 24,500 250,000 22,000 4,000 5,000 20,000 194,800 92,000 1,300 3,700 1,000	18,600 24,500 250,000 22,000 4,000 5,000 20,000 194,800 92,000 1,300 3,700 1,600 1,000	266.89 .00 .00 1,841.62 1,715.00 .00 .00 .00 .00	266.89 .00 .00 1,841.62 1,715.00 .00 .00 .00 .00	6,634.02 3,200.00 245,800.00 .00 .00 .00 .00 33,119.69 .00 .00 302.01 15.00 .00	11,699.09 21,300.00 4,200.00 20,158.38 -1,715.00 4,000.00 5,000.00 20,000.00 161,680.31 92,000.00 1,300.00 3,397.99 1,585.00 1,000.00	37.1% 13.1% 98.3% 8.4% 100.0% .0% .0% .0% .0% .0% .0% .0%
TOTAL CONTRACTUAL SERVICES	638,500	638,500	3,823.51	3,823.51	289,070.72	345,605.77	45.9%
43 COMMODITIES 07700400 43308 OFFICE SUPPLIES 07700400 43309 MATERIALS 07700400 43317 POSTAGE	- 600 19,300 26,300	600 19,300 26,300	.00 .00 2,046.88	.00 .00 2,046.88	.00	600.00 19,300.00 24,253.12	.0% .0% 7.8%

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07 WATER & SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07700400 43320 SMALL TOOLS & SUPPL 07700400 43332 OFFICE FURNITURE & 07700400 43333 IT EQUIPMENT & SUPP 07700400 43340 FUEL 07700400 43342 CHEMICALS 07700400 43345 LAB SUPPLIES 07700400 43348 METERS & METER SUPP	17,000 1,400 61,200 17,000 199,100 11,700 18,400	17,000 1,400 61,200 17,000 199,100 11,700 18,400	.00 .00 8,305.98 1,475.93 .00 .00	.00 .00 8,305.98 1,475.93 .00 .00	2,141.63 .00 1,371.01 .00 164,000.00 .00 15,000.00	14,858.37 1,400.00 51,523.01 15,524.07 35,100.00 11,700.00 3,400.00	12.6% .0% 15.8% 8.7% 82.4% .0% 81.5%
TOTAL COMMODITIES	372,000	372,000	11,828.79	11,828.79	182,512.64	177,658.57	52.2%
44 MAINTENANCE							
07700400 44410 MAINT - BOOSTER STA 07700400 44411 MAINT - STORAGE FAC 07700400 44412 MAINT - TREATMENT F 07700400 44415 MAINT - DISTRIBUTIO 07700400 44418 MAINT - WELLS 07700400 44420 MAINT - VEHICLES 07700400 44421 MAINT - EQUIPMENT 07700400 44423 MAINT - BUILDING 07700400 44426 MAINT - OFFICE EQUI	17,900 17,000 93,600 57,400 92,300 28,000 37,000 94,000	17,900 17,000 93,600 57,400 92,300 28,000 37,000 94,000 800	.00 .00 .00 .00 .00 2,452.16 1,139.75 13,254.56	.00 .00 .00 .00 .00 2,452.16 1,139.75 13,254.56	.00 .00 .00 345.44 .00 .00 .00	17,900.00 17,000.00 93,600.00 57,054.56 92,300.00 25,547.84 35,860.25 80,745.44 776.28	.0% .0% .6% .0% 8.8% 3.1% 14.1% 3.0%
TOTAL MAINTENANCE	438,000	438,000	16,846.47	16,846.47	369.16	420,784.37	3.9%
47 OTHER EXPENSES							
07700400 47740 TRAVEL/TRAINING/DUE 07700400 47760 UNIFORMS & SAFETY I	10,500 11,200	10,500 11,200	.00	.00	648.00 2,192.99	9,852.00 9,007.01	6.2% 19.6%
TOTAL OTHER EXPENSES	21,700	21,700	.00	.00	2,840.99	18,859.01	13.1%
TOTAL UNDESIGNATED	2,957,000	2,957,000	147,887.44	147,887.44	474,793.51	2,334,319.05	21.1%
TOTAL WATER OPERATING	2,957,000	2,957,000	147,887.44	147,887.44	474,793.51	2,334,319.05	21.1%
800 SEWER OPERATING							
00 UNDESIGNATED							

41 PERSONNEL

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07800400 41103 IMRF 07800400 41104 FICA 07800400 41105 SUI 07800400 41106 INSURANCE 07800400 41110 SALARIES 07800400 41140 OVERTIME	109,000 73,400 1,600 143,000 915,000 20,000	109,000 73,400 1,600 143,000 915,000 20,000	8,171.88 5,486.97 10.09 11,136.30 72,890.08 909.17 98,604.49	8,171.88 5,486.97 10.09 11,136.30 72,890.08 909.17 98,604.49	.00 .00 .00 .00 .00	100,828.12 67,913.03 1,589.91 131,863.70 842,109.92 19,090.83 1,163,395.51	7.5% 7.5% .6% 7.8% 8.0% 4.5%
42 CONTRACTUAL SERVICES	_						
07800400 42210 TELEPHONE 07800400 42211 NATURAL GAS 07800400 42212 ELECTRIC 07800400 42212 ELECTRIC 07800400 42225 BANK PROCESSING FEE 07800400 42226 ACH REBATE 07800400 42230 LEGAL SERVICES 07800400 42231 AUDIT SERVICES 07800400 42232 ENGINEERING/DESIGN 07800400 42234 PROFESSIONAL SERVIC 07800400 42234 PROFESSIONAL SERVIC 07800400 42236 INSURANCE 07800400 42242 PUBLICATIONS 07800400 42242 PUBLICATIONS 07800400 42243 PRINTING & ADVERTIS 07800400 42260 PHYSICAL EXAMS 07800400 42260 PHYSICAL EXAMS 07800400 42270 EQUIPMENT RENTAL 07800400 42272 LEASES - NON CAPITA	21,400 14,000 317,000 22,000 4,000 5,000 4,000 163,000 82,000 1,100 1,100 1,600 256,500 1,300	21,400 14,000 317,000 22,000 4,000 5,000 4,000 163,000 82,000 1,100 1,600 256,500 1,300	35.13 .00 .00 1,841.61 1,722.00 .00 .00 .00 .00 .00 .00 .00 .00	35.13 .00 .00 1,841.61 1,722.00 .00 .00 .00 .00 .00 .00 .00 .00	1,354.80 16,800.00 319,250.00 .00 .00 .00 .00 28,829.69 .00 .00 302.00 45.00 70,000.00 .00	20,010.07 -2,800.00 -2,250.00 20,158.39 -1,722.00 4,000.00 5,000.00 4,000.00 134,170.31 82,000.00 1,100.00 798.00 1,555.00 186,500.00 1,000.00 1,300.00	6.5% 120.0% 100.7% 8.4% 100.0% .0% .0% .0% 17.7% .0% 27.5% 2.8% 27.3% .0%
43 COMMODITIES							
07800400 43308 OFFICE SUPPLIES 07800400 43309 MATERIALS 07800400 43317 POSTAGE 07800400 43320 SMALL TOOLS & SUPPL 07800400 43332 OFFICE FURNITURE & 07800400 43333 IT EQUIPMENT & SUPP 07800400 43340 FUEL	550 28,000 26,000 17,000 20,000 70,100 12,500	550 28,000 26,000 17,000 20,000 70,100 12,500	.00 .00 2,046.86 .00 .00 8,305.98 921.01	.00 .00 2,046.86 .00 .00 8,305.98 921.01	.00 .00 .00 2,685.16 .00 1,371.01	550.00 28,000.00 23,953.14 14,314.84 20,000.00 60,423.01 11,578.99	.0% .0% 7.9% 15.8% .0% 13.8%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07800400 43342 CHEMICALS 07800400 43345 LAB SUPPLIES 07800400 43348 METERS & METER SUPP	73,000 7,000 18,350	73,000 7,000 18,350	.00	.00	40,000.00 2,000.00 15,000.00	33,000.00 5,000.00 3,350.00	54.8% 28.6% 81.7%
TOTAL COMMODITIES	272,500	272,500	11,273.85	11,273.85	61,056.17	200,169.98	26.5%
44 MAINTENANCE							
07800400 44412 MAINT - TREATMENT F 07800400 44414 MAINT - LIFT STATIO 07800400 44416 MAINT - COLLECTION 07800400 44420 MAINT - VEHICLES 07800400 44421 MAINT - EQUIPMENT 07800400 44423 MAINT - BUILDING 07800400 44426 MAINT - OFFICE EQUI	170,000 66,400 14,500 23,000 45,500 101,000 1,100	170,000 66,400 14,500 23,000 45,500 101,000 1,100	.00 .00 .00 2,778.98 917.51 16,029.96	.00 .00 .00 2,778.98 917.51 16,029.96	16,562.32 .00 .00 .00 .00 .00 .00	153,437.68 66,400.00 14,500.00 20,221.02 44,582.49 84,970.04 1,076.28	9.7% .0% .0% 12.1% 2.0% 15.9% 2.2%
TOTAL MAINTENANCE	421,500	421,500	19,726.45	19,726.45	16,586.04	385,187.51	8.6%
47 OTHER EXPENSES	_						
07800400 47740 TRAVEL/TRAINING/DUE 07800400 47760 UNIFORMS & SAFETY I 07800400 47790 INTEREST EXPENSE	11,450 13,500 50	11,450 13,500 50	.00 .00 .00	.00 .00 .00	166.00 4,191.37 .00	11,284.00 9,308.63 50.00	1.4% 31.0% .0%
TOTAL OTHER EXPENSES	25,000	25,000	.00	.00	4,357.37	20,642.63	17.4%
48 TRANSFERS							
07800500 48012 TRANSFER TO W&S IMP	1,200,000	1,200,000	.00	.00	.00	1,200,000.00	.0%
TOTAL TRANSFERS	1,200,000	1,200,000	.00	.00	.00	1,200,000.00	.0%
TOTAL UNDESIGNATED	4,076,000	4,076,000	133,203.53	133,203.53	518,581.07	3,424,215.40	16.0%
TOTAL SEWER OPERATING	4,076,000	4,076,000	133,203.53	133,203.53	518,581.07	3,424,215.40	16.0%
908 WATER & SEWER BOND INTEREST							

00 UNDESIGNATED

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
46 DEBT SERVICES	_						
07080400 46680 BOND PAYMENT 07080400 46681 BOND INTEREST EXPEN 07080400 46682 BOND FEES	630,000 179,000 2,000	630,000 179,000 2,000	.00	.00	.00	630,000.00 179,000.00 2,000.00	.0% .0% .0%
TOTAL DEBT SERVICES	811,000	811,000	.00	.00	.00	811,000.00	.0%
TOTAL UNDESIGNATED	811,000	811,000	.00	.00	.00	811,000.00	.0%
TOTAL WATER & SEWER BOND INTEREST	811,000	811,000	.00	.00	.00	811,000.00	.0%
TOTAL WATER & SEWER	7,844,000	7,844,000	281,090.97	281,090.97	993,374.58	6,569,534.45	16.2%
TOTAL EXPENSES	7,844,000	7,844,000	281,090.97	281,090.97	993,374.58	6,569,534.45	
12 WATER & SEWER IMPROVEMENT	_						
900 NONDEPARTMENTAL	_						
00 UNDESIGNATED							
42 CONTRACTUAL SERVICES	_						
12900400 42232 ENGINEERING/DESIGN 12900400 42232 ENGINEERING/DESIGN 12900400 42232 W1721 ENGINEERING/DE 12900400 42232 W1721 ENGINEERING/DE 12900400 42232 W1741 ENGINEERING/DE 12900400 42232 W1741 ENGINEERING/DE 12900400 42232 W1742 ENGINEERING/DE 12900400 42232 W1751 ENGINEERING/DE 12900400 42232 W1752 ENGINEERING/DE 12900400 42232 W1811 ENGINEERING/DE 12900400 42232 W1821 ENGINEERING/DE 12900400 42232 W1822 ENGINEERING/DE 12900400 42232 W1822 ENGINEERING/DE 12900400 42232 W1831 ENGINEERING/DE 12900400 42232 W1831 ENGINEERING/DE	20,000 1,987,000 0 0 0 0 0 0 0	20,000 950,000 10,000 10,000 200,000 60,000 500,000 500,000 40,000 20,000 12,000	.00 .00 .00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00 .00	.00 .00 .00 .00 .00 .00 .00 .00	20,000.00 950,000.00 10,000.00 10,000.00 200,000.00 60,000.00 50,000.00 500,000.00 40,000.00 20,000.00	.0% .0% .0% .0% .0% .0% .0% .0% .0% .0%
TOTAL CONTRACTUAL SERVICES	2,007,000	2,007,000	.00	.00	.00	2,007,000.00	.0%
43 COMMODITIES							

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12 WATER & SEWER IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12900400 43370 INFRASTRUCTURE MAIN	965,000	965,000	.00	.00	.00	965,000.00	.0%
TOTAL COMMODITIES	965,000	965,000	.00	.00	.00	965,000.00	.0%
45 CAPITAL IMPROVEMENT	_						
12900400 45520 WATER TREATMENT PLA 12900400 45520 W1723 WATER TREATMEN 12900400 45520 W1823 WATER TREATMEN 12900400 45526 WASTEWATER COLLECTI 12900400 45526 W1743 WASTEWATER COL 12900400 45565 WATER MAIN 12900400 45565 W1743 WATER MAIN	850,000 0 0 1,300,000 1,500,000	450,000 400,000 0 1,300,000 200,000 1,300,000	.00 .00 .00 .00 .00	.00 .00 .00 .00 .00	.00 .00 .00 .00 .00	.00 450,000.00 400,000.00 .00 1,300,000.00 200,000.00 1,300,000.00	.0% .0% .0% .0% .0%
TOTAL CAPITAL IMPROVEMENT	3,650,000	3,650,000	.00	.00	.00	3,650,000.00	.0%
TOTAL UNDESIGNATED	6,622,000	6,622,000	.00	.00	.00	6,622,000.00	.0%
TOTAL NONDEPARTMENTAL	6,622,000	6,622,000	.00	.00	.00	6,622,000.00	.0%
TOTAL WATER & SEWER IMPROVEMENT	6,622,000	6,622,000	.00	.00	.00	6,622,000.00	.0%
TOTAL EXPENSES	6,622,000	6,622,000	.00	.00	.00	6,622,000.00	
16 DEVELOPMENT FUND	_						
923 CUL DE SAC FUND	_						
00 UNDESIGNATED	_						
42 CONTRACTUAL SERVICES	_						
16230300 42264 SNOW REMOVAL	40,000	40,000	.00	.00	.00	40,000.00	.0%
TOTAL CONTRACTUAL SERVICES	40,000	40,000	.00	.00	.00	40,000.00	.0%
TOTAL UNDESIGNATED	40,000	40,000	.00	.00	.00	40,000.00	.0%
TOTAL CUL DE SAC FUND	40,000	40,000	.00	.00	.00	40,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
926 HOTEL TAX FUND	_						
00 UNDESIGNATED	_						
42 CONTRACTUAL SERVICES	_						
16260100 42252 REGIONAL / MARKETIN	13,000	13,000	3,500.00	3,500.00	.00	9,500.00	26.9%
TOTAL CONTRACTUAL SERVICES	13,000	13,000	3,500.00	3,500.00	.00	9,500.00	26.9%
48 TRANSFERS	_						
16260500 48001 TRANSFER TO GENERAL	35,000	35,000	.00	.00	.00	35,000.00	.0%
TOTAL TRANSFERS	35,000	35,000	.00	.00	.00	35,000.00	.0%
TOTAL UNDESIGNATED	48,000	48,000	3,500.00	3,500.00	.00	44,500.00	7.3%
TOTAL HOTEL TAX FUND	48,000	48,000	3,500.00	3,500.00	.00	44,500.00	7.3%
TOTAL DEVELOPMENT FUND	88,000	88,000	3,500.00	3,500.00	.00	84,500.00	4.0%
TOTAL EXPENSES	88,000	88,000	3,500.00	3,500.00	.00	84,500.00	
28 BUILDING MAINT. SERVICE	_						
900 NONDEPARTMENTAL	_						
00 UNDESIGNATED	_						
41 PERSONNEL	_						
28900000 41103 IMRF 28900000 41104 FICA	41,000 27,500	41,000 27,500	2,913.57 1,991.04	2,913.57 1,991.04	.00	38,086.43 25,508.96	7.1% 7.2%

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28 BUILDING MAINT. SERVICE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
28900000 41105 SUI 28900000 41106 INSURANCE 28900000 41110 SALARIES 28900000 41140 OVERTIME	700 53,000 338,000 16,000	700 53,000 338,000 16,000	6.79 4,216.76 26,686.44 183.71	6.79 4,216.76 26,686.44 183.71	.00 .00 .00	693.21 48,783.24 311,313.56 15,816.29	1.0% 8.0% 7.9% 1.1%
TOTAL PERSONNEL	476,200	476,200		35,998.31	.00	440,201.69	7.6%
42 CONTRACTUAL SERVICES							
28900000 42210 TELEPHONE 28900000 42211 NATURAL GAS 28900000 42234 PROFESSIONAL SERV 28900000 42242 PUBLICATIONS 28900000 42243 PRINTING & ADVERT 28900000 42260 PHYSICAL EXAMS 28900000 42270 EQUIPMENT RENTAL	500	5,750 1,000 39,200 500 50 0	31.25 .00 .00 .00 .00 .00	31.25 .00 .00 .00 .00	592.55 .00 .00 .00 .00 .00 30.00	5,126.20 1,000.00 39,200.00 500.00 -30.00 500.00	10.8% .0% .0% .0% .0% 100.0%
TOTAL CONTRACTUAL SERVICES	47,000	47,000		31.25	622.55	46,346.20	1.4%
43 COMMODITIES							
28900000 43308 OFFICE SUPPLIES 28900000 43317 POSTAGE 28900000 43319 BUILDING SUPPLIES 28900000 43320 SMALL TOOLS & SUP 28900000 43333 IT EQUIPMENT & SUPPLIES 28900000 43340 FUEL	PPL 4,400 IPP 1,200 2,500	1,200 2,500	25,180.33 .00 .00 263.58	.00 263.58	37.91 .00 .00 48.50 .00	112.09 500.00 112,269.67 4,351.50 1,200.00 2,236.42	25.3% .0% 18.3% 1.1% .0% 10.5%
TOTAL COMMODITIES	146,200	146,200	25,443.91	25,443.91	86.41	120,669.68	17.5%
44 MAINTENANCE							
28900000 44420 MAINT - VEHICLES 28900000 44421 MAINT - EQUIPMENT 28900000 44426 MAINT - OFFICE EQ 28900000 44445 MAINT - OUTSOURCE	OUI 1,000	6,000 5,000 1,000 225,800	588.79 .00 .00 59,953.08	588.79 .00 .00 59,953.08	.00 .00 23.72 .00	5,411.21 5,000.00 976.28 165,846.92	9.8% .0% 2.4% 26.6%
TOTAL MAINTENANCE	237,800	237,800	60,541.87	60,541.87	23.72	177,234.41	25.5%
47 OTHER EXPENSES							

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28 BUILDING MAINT. SERVICE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
28900000 47740 TRAVEL/TRAINING/DUE 28900000 47760 UNIFORMS & SAFETY I 28900000 47776 PARTS/FLUID INVENT	15,880 4,420 0	15,880 4,420 0	.00 .00 -25,372.80	.00 .00 -25,372.80	150.00 1,565.87 .00	15,730.00 2,854.13 25,372.80	.9% 35.4% 100.0%
TOTAL OTHER EXPENSES	20,300	20,300	-25,372.80	-25,372.80	1,715.87	43,956.93	-116.5%
TOTAL UNDESIGNATED	927,500	927,500	96,642.54	96,642.54	2,448.55	828,408.91	10.7%
TOTAL NONDEPARTMENTAL	927,500	927,500	96,642.54	96,642.54	2,448.55	828,408.91	10.7%
TOTAL BUILDING MAINT. SERVICE	927,500	927,500	96,642.54	96,642.54	2,448.55	828,408.91	10.7%
TOTAL EXPENSES	927,500	927,500	96,642.54	96,642.54	2,448.55	828,408.91	
29 VEHICLE MAINT. SERVICE							
900 NONDEPARTMENTAL	-						
00 UNDESIGNATED	_						
41 PERSONNEL	_						
29900000 41103 IMRF 29900000 41104 FICA 29900000 41105 SUI 29900000 41106 INSURANCE 29900000 41110 SALARIES 29900000 41140 OVERTIME	32,000 22,000 600 45,000 266,000 10,000	32,000 22,000 600 45,000 266,000 10,000	2,338.81 1,575.65 3.06 3,606.22 21,309.88 65.27	2,338.81 1,575.65 3.06 3,606.22 21,309.88 65.27	.00 .00 .00 .00 .00	29,661.19 20,424.35 596.94 41,393.78 244,690.12 9,934.73	7.3% 7.2% .5% 8.0% 8.0%
TOTAL PERSONNEL	375,600	375,600	28,898.89	28,898.89	.00	346,701.11	7.7%
42 CONTRACTUAL SERVICES	-						
29900000 42210 TELEPHONE 29900000 42211 NATURAL GAS 29900000 42234 PROFESSIONAL SERVIC 29900000 42242 PUBLICATIONS	4,200 1,200 10,150 4,800	4,200 1,200 10,150 4,800	31.21 .00 .00 .00	31.21 .00 .00 .00	636.98 .00 4,000.00 1,500.00	3,531.81 1,200.00 6,150.00 3,300.00	15.9% .0% 39.4% 31.3%

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29 VEHICLE MAINT. SERVICE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
29900000 42243 PRINTING & ADVERTIS 29900000 42270 EQUIPMENT RENTAL	50 3,000	50 3,000	.00	.00	.00 2,500.00	50.00 500.00	.0% 83.3%
TOTAL CONTRACTUAL SERVICES	23,400	23,400	31.21	31.21	8,636.98	14,731.81	37.0%
43 COMMODITIES	_						
29900000 43308 OFFICE SUPPLIES 29900000 43317 POSTAGE 29900000 43320 SMALL TOOLS & SUPPL 29900000 43333 IT EQUIPMENT & SUPP 29900000 43340 FUEL 29900000 43350 PARTS / FLUIDS - FL 29900000 43351 FUEL - COST OF SALE	200 500 14,700 2,600 2,000 354,300 230,000	200 500 14,700 2,600 2,000 354,300 230,000	.00 .00 .00 .00 289.37 11,133.31 12,298.50	.00 .00 .00 .00 289.37 11,133.31 12,298.50	37.91 .00 7,928.00 .00 .00	162.09 500.00 6,772.00 2,600.00 1,710.63 343,166.69 217,701.50	19.0% .0% 53.9% .0% 14.5% 3.1% 5.3%
TOTAL COMMODITIES	604,300	604,300	23,721.18	23,721.18	7,965.91	572,612.91	5.2%
44 MAINTENANCE	_						
29900000 44420 MAINT - VEHICLES 29900000 44421 MAINT - EQUIPMENT 29900000 44423 MAINT - BUILDING 29900000 44426 MAINT - OFFICE EQUI 29900000 44440 MAINT - OUTSOURCED	4,000 2,500 55,000 1,000 70,000	4,000 2,500 55,000 1,000 70,000	925.71 .00 6,654.98 .00 673.90	925.71 .00 6,654.98 .00 673.90	.00 .00 .00 23.72 .00	3,074.29 2,500.00 48,345.02 976.28 69,326.10	23.1% .0% 12.1% 2.4% 1.0%
TOTAL MAINTENANCE	132,500	132,500	8,254.59	8,254.59	23.72	124,221.69	6.2%
47 OTHER EXPENSES	_						
29900000 47740 TRAVEL/TRAINING/DUE 29900000 47760 UNIFORMS & SAFETY I 29900000 47775 FUEL INVENTORY VARI 29900000 47776 PARTS/FLUID INVENT	10,150 9,050 0 0	10,150 9,050 0	.00 .00 6,584.86 -4,823.03	.00 .00 6,584.86 -4,823.03	.00 6,965.87 .00 .00	10,150.00 2,084.13 -6,584.86 4,823.03	.0% 77.0% 100.0% 100.0%
TOTAL OTHER EXPENSES	19,200	19,200	1,761.83	1,761.83	6,965.87	10,472.30	45.5%
TOTAL UNDESIGNATED	1,155,000	1,155,000	62,667.70	62,667.70	23,592.48	1,068,739.82	7.5%
TOTAL NONDEPARTMENTAL	1,155,000	1,155,000	62,667.70	62,667.70	23,592.48	1,068,739.82	7.5%

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29 VEHICLE MAINT. SERVICE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL VEHICLE MAINT. SERVICE	1,155,000	1,155,000	62,667.70	62,667.70	23,592.48	1,068,739.82	7.5%
TOTAL EXPENSE:	1,155,000	1,155,000	62,667.70	62,667.70	23,592.48	1,068,739.82	
32 DOWNTOWN TIF DISTRICT							
900 NONDEPARTMENTAL							
00 UNDESIGNATED							
42 CONTRACTUAL SERVICES							
32900100 42232 ENGINEERING/DESIGN	60,000	60,000	.00	.00	.00	60,000.00	.0%
TOTAL CONTRACTUAL SERVICES	60,000	60,000	.00	.00	.00	60,000.00	.0%
45 CAPITAL IMPROVEMENT							
32900100 45593 CAPITAL IMPROVEMENT	100,000	100,000	.00	.00	.00	100,000.00	.0%
TOTAL CAPITAL IMPROVEMENT	100,000	100,000	.00	.00	.00	100,000.00	.0%
TOTAL UNDESIGNATED	160,000	160,000	.00	.00	.00	160,000.00	.0%
TOTAL NONDEPARTMENTAL	160,000	160,000	.00	.00	.00	160,000.00	.0%
TOTAL DOWNTOWN TIF DISTRICT	160,000	160,000	.00	.00	.00	160,000.00	.0%
TOTAL EXPENSES	160,000	160,000	.00	.00	.00	160,000.00	
53 POLICE PENSION							
900 NONDEPARTMENTAL							
00 UNDESIGNATED							
41 PERSONNEL							
53900000 41195 DISABILITY/RETIREME	1,170,000	1,170,000	.00	.00	.00	1,170,000.00	.0%

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53 POLICE PENSION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL PERSONNEL	1,170,000	1,170,000	.00	.00	.00	1,170,000.00	.0%
42 CONTRACTUAL SERVICES							
53900000 42222 STENO FEES 53900000 42228 INVESTMENT MANAGEME 53900000 42230 LEGAL SERVICES 53900000 42234 PROFESSIONAL SERVIC	500 87,000 16,000 23,500	500 87,000 16,000 23,500	.00 .00 .00	.00 .00 .00	.00 .00 .00	500.00 87,000.00 16,000.00 23,500.00	.0% .0% .0%
TOTAL CONTRACTUAL SERVICES	127,000	127,000	.00	.00	.00	127,000.00	.0%
43 COMMODITIES							
53900000 43308 OFFICE SUPPLIES	500	500	.00	.00	.00	500.00	.0%
TOTAL COMMODITIES	500	500	.00	.00	.00	500.00	.0%
47 OTHER EXPENSES							
53900000 47740 TRAVEL/TRAINING/DUE	10,000	10,000	.00	.00	.00	10,000.00	.0%
TOTAL OTHER EXPENSES	10,000	10,000	.00	.00	.00	10,000.00	.0%
TOTAL UNDESIGNATED	1,307,500	1,307,500	.00	.00	.00	1,307,500.00	.0%
TOTAL NONDEPARTMENTAL	1,307,500	1,307,500	.00	.00	.00	1,307,500.00	.0%
TOTAL POLICE PENSION	1,307,500	1,307,500	.00	.00	.00	1,307,500.00	.0%
TOTAL EXPENSES	1,307,500	1,307,500	.00	.00	.00	1,307,500.00	
99 DEBT SERVICE							
900 NONDEPARTMENTAL							
00 UNDESIGNATED							
46 DEBT SERVICES							

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99	DEBT SERVICE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
9990010 9990060 9990060	0 46681 BOND INTEREST EXPEN	565,000 42,000 2,000	565,000 42,000 2,000	.00 .00 .00	.00 .00 .00	.00	565,000.00 42,000.00 2,000.00	.0% .0% .0%
ТО	TAL DEBT SERVICES	609,000	609,000	.00	.00	.00	609,000.00	.0%
TO	TAL UNDESIGNATED	609,000	609,000	.00	.00	.00	609,000.00	.0%
TO	TAL NONDEPARTMENTAL	609,000	609,000	.00	.00	.00	609,000.00	.0%
TO	TAL DEBT SERVICE	609,000	609,000	.00	.00	.00	609,000.00	.0%
	TOTAL EXPENSES	609,000	609,000	.00	.00	.00	609,000.00	
	GRAND TOTAL	49,187,850	49,187,850	2,075,784.52	2,075,784.52	2,360,585.52	44,751,479.96	9.0%

^{**} END OF REPORT - Generated by Jodie Proschwitz **



VILLAGE OF ALGONQUIN GENERAL SERVICES ADMINISTRATION

- M E M O R A N D U M -

DATE: June 13, 2017

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Assistant Village Manager/Village Treasurer

SUBJECT: May 31, 2017 Cash and Investments Report

The report of Village Cash and Investments is attached as Exhibit A. Cash in all funds is \$11,369,325 with investments of \$31,181,042. Total cash and investments are \$42,550,369.

Fixed Income Investments

Additionally, there is also \$4,088,787 in fixed income investments through Charles Schwab. Details of those investments are reported in Exhibit C.

Local Government Investment Pools

Village funds in Illinois Investment Pools are presently \$27,092,255. The average daily investment rate in the Illinois Funds Money Market Fund was 0.794 percent with the IMET Convenience Fund at 0.960 percent.

The current Federal Funds Rate of 75 to 100 basis points, last adjusted in March, is expected to increase 25 basis points for the upcoming period. Future rate adjustments in 2017 are expected to be gradual in nature.

Attachments

MONTHLY TREASURER'S REPORT CASH AND INVESTMENTS AS OF MAY 31, 2017

		MONEY	FIXED INCOME	ILLINOIS	IMET	
<u>FUND</u>	CHECKING	<u>MARKET</u>	INVESTMENTS	<u>FUNDS</u>	<u>FUNDS</u>	TOTAL
GENERAL FUND	\$2,441,527	444044	\$4,088,787	\$2,305,373	\$2,826,510	\$11,662,196
GENERAL - (D)		414,841		\$14,509	\$17,307	446,657
GENERAL - VR (D)				\$217,724	\$45,686	263,410
INSURANCE - (D)		158,688		\$111,457	\$384,522	654,668
CEMETERY	23,125					23,125
CEMETERY TRUST- (D)		41,147				41,147
CEMETERY - (D)				128,640	115,621	244,262
MOTOR FUEL - (D)				2,220,862		2,220,862
STREET IMPROVEMENT	2,872,160			2,981,066	4,523,390	10,376,615
SWIMMING POOL	17,541			22,798		40,340
PARK	432,983			445,522		878,504
PARK - (D)		148,797				148,797
W&S OPERATING	3,145,891			1,851,771	-106,424	4,891,239
W&S BOND & INT (D)					1,026,362	1,026,362
W&S IMPR	1,102,864			2,483,292	3,966,856	7,553,011
SCHOOL DONATION - (D)		126,268				126,268
CUL DE SAC - (D)		156		279,980	279,187	559,324
HOTEL TAX		179,180		59,895	94,551	333,627
VILLAGE CONSTRUCTION	129,200			11,697	10,513	151,410
DOWNTOWN TIF DISTRICT	172,952					172,952
SSA #1 - RIVERSIDE PLAZA	17,004					17,004
DEBT SERVICE	1,681				773,587	775,268
VEHICLE MAINTENANCE	-84,242					-84,242
BUILDING MAINTENANCE	27,564					27,564
TOTAL	\$ 10,300,249	\$ 1,069,076	\$ 4,088,787	\$ 13,134,586	\$ 13,957,669	\$ 42,550,369
% OF INVESTMENTS HELD	======================================	 2.51%	9.61%	30.87%	32.80%	100.00%

DESIGNATED ASSET - (D) RESTRICTED ASSET - (R)

SOURCE OF INFORMATION: BALANCE SHEET

FUND GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND GENERAL FUND	TYPE MMF MMF SCHWAB	BANK IMET CONV IL FUNDS FIXED INCOME MMF/SCHWAB TOTAL TOTAL	\$ AMOUNT 3,274,025.18 2,649,062.42 4,088,787.41 10,011,875.01 10,011,875.01
CEMETERY FUND CEMETERY FUND CEMETERY FUND CEMETERY FUND	MMF MMF	IMET CONV IL FUNDS MMF TOTAL TOTAL	115,621.40 128,640.36 244,261.76 244,261.76
MFT FUND MFT FUND	MMF	IL FUNDS TOTAL	2,220,862.32 2,220,862.32
STREET FUND STREET FUND STREET FUND STREET FUND	MMF MMF	IMET CONV IL FUNDS MMF TOTAL TOTAL	4,523,389.59 2,981,065.58 7,504,455.17 7,504,455.17
POOL FUND POOL FUND	MMF	IL FUNDS TOTAL	22,798.27 22,798.27
PARK FUND PARK FUND	MMF	IL FUNDS TOTAL	445,521.89 445,521.89
W/S OPERATING FUND W/S OPERATING FUND W/S OPERATING FUND W/S OPERATING FUND	MMF MMF	IMET CONV IL FUNDS MMF TOTAL TOTAL	919,938.25 1,851,771.49 2,771,709.74 2,771,709.74
W/S IMPROVEMENT FUND W/S IMPROVEMENT FUND W/S IMPROVEMENT FUND W/S IMPROVEMENT FUND	MMF MMF	IMET CONV IL FUNDS MMF TOTAL TOTAL	3,966,855.96 2,483,291.69 6,450,147.65 6,450,147.65
CUL DE SAC CUL DE SAC HOTEL TAX HOTEL TAX CUL DE SAC & HOTEL TAX SPECIAL REVENUE FUND	MMF MMF MMF	IMET CONV IL FUNDS IMET CONV IL FUNDS MMF TOTAL TOTAL	279,187.37 279,980.18 94,551.37 59,895.49 713,614.41 713,614.4 1
VILLAGE CONST FUND VILLAGE CONST FUND VILLAGE CONST FUND VILLAGE CONST FUND	MMF MMF	IMET CONV IL FUNDS MMF TOTAL TOTAL	10,512.95 11,696.70 22,209.65 22,209.65
DEBT SERVICE FUND DEBT SERVICE FUND DEBT SERVICE FUND	MMF	IMET CONV MMF TOTAL TOTAL	773,587.30 773,587.30 773,587.30
Legend:		TOTAL	31,181,043.17
IMET CONV - IMET Convience MMF IL FUNDS - Illinois Funds MMF FIXED INCOME - Schwab		IMET CONV IL FUNDS FIXED INCOME TOTAL	13,957,669.37 13,134,586.39 4,088,787.41 31,181,043.17

VILLAGE OF ALGONQUIN FIXED INCOME - PRIVATE ADVISORY NETWORK / CHARLES SCHWAB AS OF MAY 31, 2017

				5/31/2017		
		BOOK VALUE		MARKET VALUE		\$ INCREASE /
INVESTMENTS - GENERAL FUND 01	CUSIP	<u>BALANCE</u>	<u>%</u>	BALANCE	<u>%</u>	<u>DECREASE</u>
<u>INVESTMENT CASH ACCOUNTS</u>						
Schwab MMF		58,422.53		58,422.53		
TOTAL CASH ACCOUNTS		\$ 58,422.53	1.4%	\$ 58,422.53	1.4%	
					1	
GOLDMAN SACHS BK USA 10/15/19 2.15%	38148JAG6	110,715.99		110,514.03		
AMERICAN EXPRESS CNTRN BK US 05/28/20 2.05%	02587DYH5	99,960.90		99,833.00		
AMERICAN EXPRESS CNTRN BK US 12/16/20 2.30%	02587DK64	150,181.05		150,182.40		
SALLIE MAE BANK 08/29/17 1.70%	795450PE9	183,512.77		183,365.09		
BMW BK NORTH AMERI US 12/18/20 2.25%	05580ADM3	149,921.10		149,928.60		
GOLDMAN SACHS BK USA 07/09/19 2.05%	38147JP97	100,549.10		100,355.60		
GE CAPITAL BANK RETA US 12/14/17 1.10%	36160X2K2	50,033.75		50,021.15		
CIT BANK 12/28/20 2.75%	17284CVY7	91,493.19		91,461.33		
DISCOVER BK 11/27/18 2.00%	254671A83	50,330.60		50,250.75		
HSBC BANK USA N US STEP 02/08/21 1.25%	40434AL64	49,705.35		49,673.15		
BMW BK NORTH AMERI US 01/22/21 2.10%	05580ADQ4	30,418.20		30,381.00		
WELLS FARGO BANK NA US 06/17/21 1.75%	9497485W3	146,216.40		146,291.85		
WELLS FARGO BANK 06/30/21 1.60%	9497486H5	48,412.60		48,444.40		
GOLDMAN SACHS BK USA US 02/10/21 1.95%	38148PAD9	34,542.59		34,554.24		
DISCOVER BK US 10/01/19 2.15%	254672AM0	75,498.15		75,361.73		
CAPITAL ONE BANK USA CD 04/05/22 2.4%	140420Z86	74,573.55		74,577.98		
CAPITAL ONE BANK CD 04/12/22 2.4%	1404202A7	166,047.27		165,981.47		
SUBTOTAL CD'S	1404202/1	\$ 1,612,112.56	39.4%	\$ 1,611,177.77	39.4%	\$ (934.79)
CODICIAL OD C		Ψ 1,012,112.30	33.470	Ι, Ο Ι Ι, Ι Ι Ι Ι Ι	03.470	(334.73)
SERIES 12/15/17 USTN 1.00%	912828G79	39,987.52		39,968.76		
SERIES 07/31/19 USTN 1.625%	912828WW6	30,210.93		39,906.76		
		, i		· · · · · · · · · · · · · · · · · · ·		
SERIES 10/31/17 USTN .75% SUBTOTAL USTN	912828TW0	49,937.50	2.00/	49,929.70	2.00/	(24.24)
SUBTUTALUSTN		\$ 120,135.95	2.9%	\$ 120,104.71	2.9%	\$ (31.24)
055150 00/00/04 5505 0 0050/		00,400,00		00 004 07		
SERIES 03/26/21 FFCB 2.625%	31331KA34	36,160.08		36,224.97		
SERIES 10/06/17 FFCB 1.24%	3133EDD66	50,056.35		50,036.20		
SERIES 03/11/22 FFCB 2.70%	3133EDGS5	20,727.46	0.00/	20,770.58		
SUBTOTAL FFCB		\$ 106,943.89	2.6%	\$ 107,031.75	2.6%	\$ 87.86
SERIES 12/14/18 FHLB 1.75%	313376BR5	100,708.90		100,667.20		
SERIES 11/30/18 FHLB 1.70%	313376VU6	100,629.80		100,591.60		
SERIES 11/18/20 FHLB 2.00%	313379EC9	30,354.27		30,397.77		
SERIES 09/10/21 FHLB 3.00%	313383ZU8	31,485.93		31,546.20		
SERIES 09/08/17 FHLB .75%	313380EC7	29,980.23		29,978.10		
SERIES 12/29/17 FHLB 1.25%	313379BL2	35,047.25		35,026.29		
SUBTOTAL FHLB		\$ 328,206.38	8.0%	\$ 328,207.16	8.0%	0.78
SERIES 12/01/22 FHLMC 5.00%	3128MBM46	76,294.01		76,369.42		
SERIES 07/01/21 FHLMC 6.50%	3128PEJ74	3,854.18		3,846.07		
SERIES 12/01/21 FHLMC 6.00%	31335HRY1	41,510.43		41,378.52		
SERIES 07/01/17 FHLMC 6.50%	31283KXF0	378.46		377.47		
SERIES 04/15/37 FHLMC 4.00%	31397YSE2	3,311.86		3,299.48		
SERIES 12/01/21 FHLMC 5.50%	3128MCCS2	39,005.66		38,969.89		
SERIES 12/01/23 FHLMC 6.00%	31335HZ89	109,162.10		108,585.06		
SERIES 11/01/28 FHLMC 4.00%	3128MD7C1	71,858.89		71,784.17		
SERIES 05/01/23 FHLMC 5.50%	3128PKXB5	42,176.63		42,075.67		
SERIES 09/15/24 FHLMC 4.50%	31395FNK6	38,728.13		38,700.05		
SERIES 01/30/18 FHLMC 1.25%	3134G34W7	150,206.55		150,119.40		
SERIES 02/26/21 FHLM 1.125%	3134G8M63	24,884.18		24,891.80		
SERIES 11/28/18 FHLM 1.05%	3134G94Q7	109,434.27		109,476.95		
SERIES 03/05/20 FHLMC 1.05%	3134G3QR4	25,321.63		25,353.70		
SERIES 12/26/19 FHLM 1.50%	3134G3L73	25,002.83		25,028.38		
SUBTOTAL FHLM / FHLMC	3134G3L73	\$ 761,129.81	18.6%	\$ 760,256.03	18.6%	\$ (873.78)
CODICIAL FILM / FILMC		γ 701,123.01	10.070	Ψ 700,200.00	10.070	(σ/σ./σ)
SERIES 01/01/26 FNMA 4.00%	31419HCW0	47,971.85		47,948.11		
				·		
SERIES 05/01/23 FNMA 6.00%	3138EHBZ4	7,933.43		7,910.99		
SERIES 11/01/22 FNMA 6.00%	31413YV73	2,955.25		2,953.07		
SERIES 06/01/17 FNMA 6.50%	31385JGN2	0.06		0.03		
SERIES 03/01/21 FNMA 4.50%	31418MWG3	37,582.22		37,519.10		
SERIES 10/01/18 FNMA 6.00%	31371N6Z3	8,437.11		8,411.31		
SERIES 11/01/22 FNMA 6.50%	31410GPP2	3,401.22		3,393.45		
SERIES 05/01/40 FNMA 5.00%	31418UCL6	47,410.70		47,505.82		
SERIES 12/01/26 FNMA 3.00%	3138E2ND3	87,876.37		88,025.33		
SERIES 09/01/27 FNMA 4.00%	3138EKAZ8	57,818.10		57,805.98		
SERIES 06/25/44 FNMA 3.50%	3136AKFL2	68,538.13		68,617.42		
SERIES 11/01/28 FNMA 4.00%	3138EPV68	61,795.12		61,732.34		
	•	,	•	ı ´		, I

5/31/2017

						3/3 1/2017			
		В	OOK VALUE		MA	RKET VALUE			\$ INCREASE /
INVESTMENTS - GENERAL FUND 01	CUSIP		BALANCE	<u>%</u>		BALANCE	<u>%</u>		<u>DECREASE</u>
SERIES 01/30/19 FNMA 1.75%	3136FTZZ5		75,534.08			75,516.53			
SERIES 04/30/20 FNMA 2.05%	3136G0EC1		101,471.30			101,576.60			
SERIES 08/17/21 FNMA 1.25%	3135G0N82		146,588.40			147,007.35			
SERIES 12/30/19 FNMA 1.58%	3136G4JU8		19,947.80			19,968.30			
SUBTOTAL FNMA		\$	775,261.14	19.0%	\$	775,891.73	19.0%	\$	630.59
SERIES 09/15/18 GNMA 4.50%	36200MVH3		9,314.54			9,292.98			
SERIES 10/20/34 GNMA 6.50%	36202EA33		54,394.03			54,341.91			
SERIES 01/20/21 GNMA 5.50%	36202EGK9		5,120.63			5,110.64			
SUBTOTAL GNMA		\$	68,829.20	1.7%	\$	68,745.53	1.7%	\$	(83.67)
WHEATON IL PK DI 12/15/19 4.75%	962757RX0		80,573.25			80,381.25			
LASALLE & BUR 12/01/19 4.5%	504480CW2		52,900.00			52,776.00			
PEORIA CNTY IL 12/15/20 3.65%	712855FG5		52,630.50			52,672.50			
DUPAGE ETC IL C 01/01/18 4.625%	262615FS1		46,035.45			45,890.10			
GENEVA IL 12/15/21 3.00%	372064LP8		25,606.75			25,682.50			
SUBTOTAL MUNICIPAL BONDS		\$	257,745.95	6.3%	\$	257,402.35	6.3%	\$	(343.60)
TOTAL FIXED INCOME		\$	4,030,364.88	98.6%	\$	4,028,817.03	98.6%	\$	(1,547.85)
		•	4 000 707 44	400.007		4 007 000 50	400.007	*	(4 5 47 05)
GRAND TOTAL ALL INVESTMENTS		\$	4,088,787.41	100.0%	 •	4,087,239.56	100.0%	Þ	(1,547.85)

^{*}Foreign Fixed Income Security with No Current Market Valuation; excluded from portfolio

Legend:

CD - Certificate of Deposit

USTN - United States Treasury Note

USTB - United States Treasury Bond

FFCB - Federal Farm Credit Bank

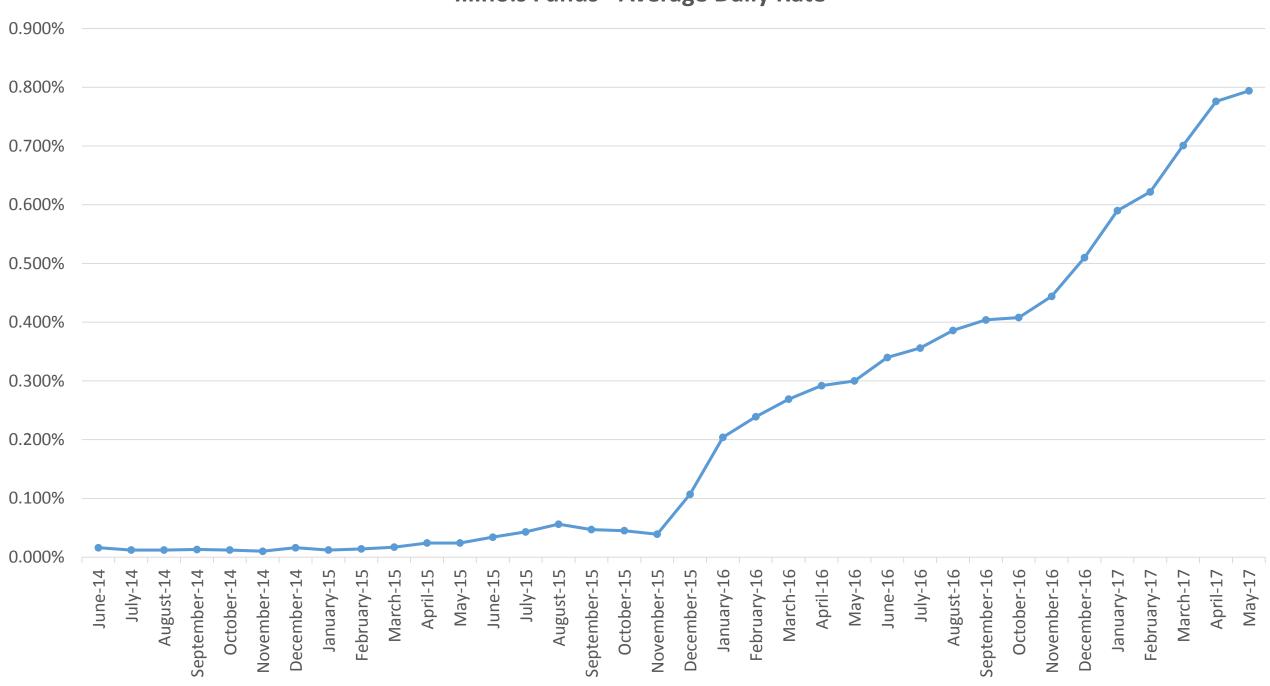
FHLB - Federal Home Loan Bank

FHLMC - Federal Home Loan Mortgage Corp

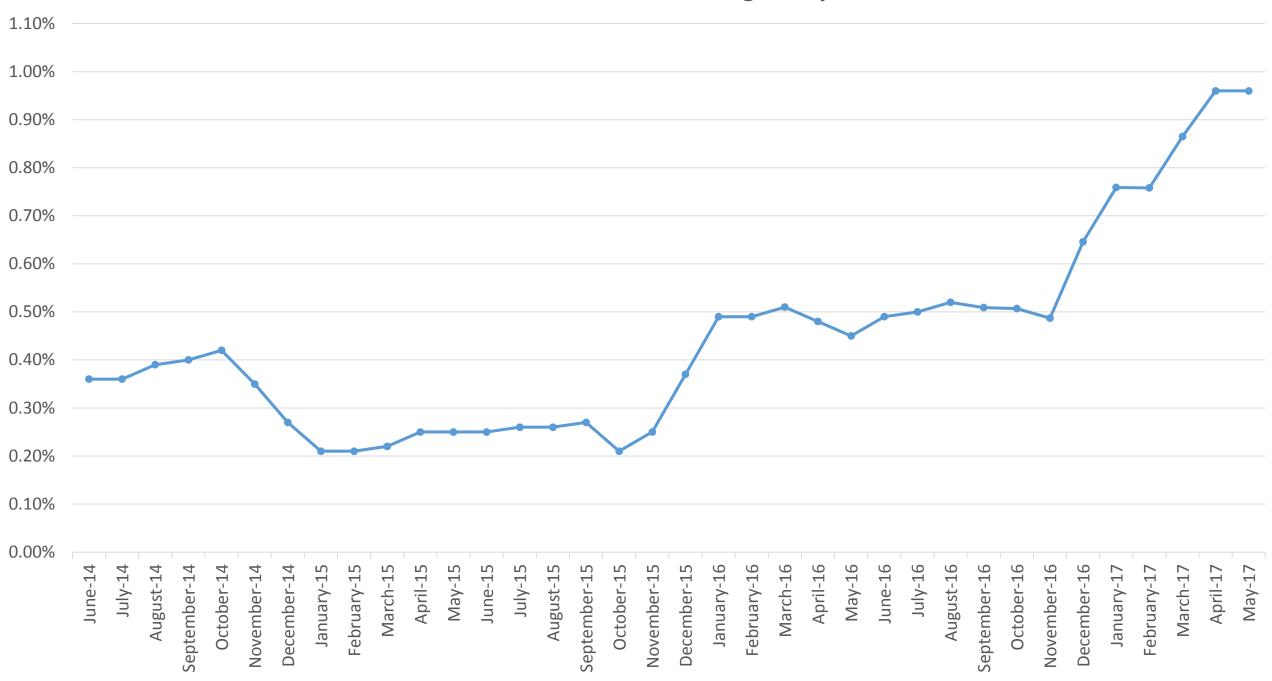
FNMA - Federal National Mortgage Association

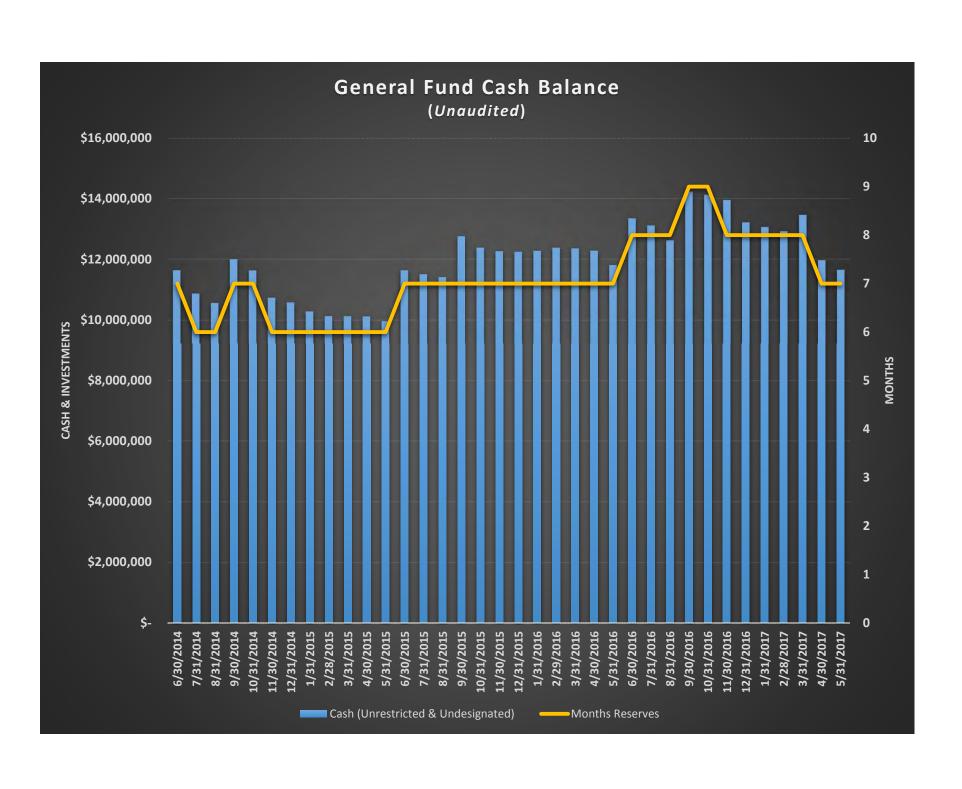
GNMA - General National Mortgage Association

Illinois Funds - Average Daily Rate



IMET Convenience Fund - Average Daily Rate







Community Development Code Violation Report

Violations between

May 01, 2017

and May 31, 2017

Complaints Opened

266

Complaints Closed

220

<u>Address</u>	Violation Type	<u>Status</u>	Open Date	Close Date
245 ABERDEEN DR	EXPIRED PERMIT	Letter sent	5/23/17	
EXPIRED BUILDING PERI	MIT FOR AN ABOVE GROUND PO	OL.		
0 E ALGONQUIN RD	DEBRIS ACCUMULATION	Letter sent	5/30/17	
	REMAIN ON SITE UNUSED.			
0 E ALGONQUIN RD	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/8/17
1024 E ALGONQUIN RD A FRAME SIGN LAYING IN	ILLEGAL SIGN I THE FRONT LAWN AT JIMMY JO	Violation abated PHNS.	5/1/17	5/1/17
Louis at the same of	L. 22.1 21.0.			510.1/1.7
1450 E ALGONQUIN RD	ILLEGAL SIGN NG A HANDHELD SIGN ALONG E.	Violation abated	5/30/17	5/31/17
GOODWILL WAS UTILIZIN	NG A HANDHELD SIGN ALONG E.	ALGONQUIN ND. CALLED	WGIX.	
1532 E ALGONQUIN RD		Violation abated	4/27/17	5/2/17
EXTERIOR BANNER AT S	TARBUCKS FOR WHICH NO SIGN	I PERMIT WAS ISSUED.		
1720 E ALGONQUIN RD	OBSOLETE SIGN	Violation abated	5/9/17	5/23/17
	BE REMOVED; PROPERTY SOLD			3-
2000 E ALGONQUIN RD	NOXIOUS GRASS/WEEDS	Violation abated	5/11/17	5/15/17
ALSO CALLED THE OWN	ER			
2050 E ALGONQUIN RD	SIGN MAINTENANCE	Letter sent	5/25/17	
	OR JOES GARAGE HAS BUSHES		ASS/WEEDS	
2150 E ALGONQUIN RD	NOXIOUS GRASS/WEEDS		4/26/17	5/9/17
WAS MOWED BUT IS GET	TTING HIGH AGAIN; SPOKE TO O	WNER.		
0 W ALGONQUIN RD	SIGN MAINTENANCE	Letter sent	5/1/17	
TEMPORARY REAL ESTA	TE SIGN FELL DOWN.			
67 ALICE LN	INOPERABLE VEHICLE	Violation abated	3/14/17	5/10/17
RED FIREBIRD ON DRIVE	WAY WITH EXPIRED PLATES			
800 APPLEWOOD LN	NO BUILDING PERMIT	Letter sent	5/17/17	5/31/17
	NCING; FENCING DOES NOT APP	PEAR TO MEET CODE.		
910 APPLEWOOD LN	NOXIOUS GRASS/WEEDS	Letter sent	5/17/17	5/26/17
920 APPLEWOOD LN	ILLEGAL FENCING	Letter sent	5/10/17	
WIRE FENCING INSTALLE	D IN REAR YARD CORNER.			

ddres	<u>ss</u>	<u>Violation Type</u>	<u>Status</u>	Open Date	Close Dat
	ARMSTRONG ST	ILLEGAL OCCUPANCY	Violation abated	4/3/17	5/8/17
	NNEL CLUB MEETING A /NER.	TTHIS SITE; PROPERTY HAS NOT	BEEN ISSUED C/O FOR	SUCH USE, CA	ILLED
AT		INOPERABLE VEHICLE ON, THERE WERE FOUR (4) INOP LAT TIRES AND/OR NO PLATES O			
-	ASH ST	OVERGROWN VEGETATION		5/25/17	ESSING ON
	SHES BLOCKING SIDEW		Lottor delli	O/ZO/17	
309	BAYBERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/24/17
	BAYBERRY DR AILER PARKED IN THE G		Violation abated	5/9/17	5/18/17
333	BAYBERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/18/17	5/24/17
305	BEACH DR	NOXIOUS GRASS/WEEDS	Letter sent	5/3/17	5/15/17
50	BERG ST	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
	BIG SUR PKWY RBAGE AND RECYCLING	OUTSIDE DISPLAY/STORAGE CONTAINERS IN FRONT OF GAF	Second letter sent RAGE.	4/20/17	5/19/17
740	BIRCH ST	NOVIOUS OBASSAMEEDS	Violation abated	E14147	E 144 147
710	BIRCH 51	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/11/17
	BLOOMSBURY CT FOUNDED.	NOXIOUS GRASS/WEEDS	No violation sited in field	5/15/17	5/16/17
	BLOOMSBURY CT PORT OF STAGNANT WA	STAGNANT WATER ATER IN INGROUND POOL; UNFO	No violation sited in field UNDED.	5/15/17	5/16/17
1310	BRANDYWINE CIR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
	BROADSMORE DR	DEAD VEGETATION	Letter sent	5/25/17	
A 2000 TO THE R. P.	BROOKSIDE AVE	NOXIOUS GRASS/WEEDS	Invoiced	5/3/17	
HIR	ED NILCO				
	BUCKINGHAM DR EDS.	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/11/17
	BUCKTHORN DR D BACKYARD TREE	DEAD VEGETATION	Letter sent	5/9/17	
BUF		MISCELLANEOUS CODE VIOL/ DOOR AREA NEEDS SIGNAGE NO		4/11/17 ONLY AND THE	5/2/17 E GATE
1000	DS TO SELF CLOSE. BUNKER HILL DR	SIGN MAINTENANCE	Posted notice on site	5/24/17	
		TOAST LOT IS MISSING.	. 15tod Hotto off ofto	Sucal II	

ddre	SS	Violation Type	Status	Open Date	Close Date
646.4	BUNKER HILL DR TS OF GROUND LITTE	DEBRIS ACCUMULATION R WITHIN THIS VACANT LOT.	Violation abated	4/25/17	5/11/17
	BUNKER HILL DR RTABLE SHED LOCATE	PORTABLE SHED LOCATION ED IN THE SIDEYARD.	Violation abated	3/13/17	5/9/17
	BUNKER HILL DR RBAGE CANS BEING S	OUTSIDE DISPLAY/STORAGE STORED ON THE FRONT DRIVEWA		5/8/17	5/15/17
	BUTTERFIELD DR ACK FORD FOCUS WIT	INOPERABLE VEHICLE TH EXPIRED PLATE	Violation abated	5/18/17	5/26/17
600	BUTTERFIELD DR	NOXIOUS GRASS/WEEDS	Posted notice on site	5/18/17	
CO	BUTTERFIELD DR MPLAINT RECEIVED R /ERS) IN BACKYARD.	DEBRIS ACCUMULATION EGARDING ACCUMULATION OF R	Letter sent JBBISH (TREE BRANCH	5/24/17 ES AND UNUSE	D PILE OF
700	BUTTERFIELD DR	DEBRIS ACCUMULATION ERIOR ITEMS OUTSIDE; UPON VIEV			OUTSIDE
7	CARDIFF CT	DEAD VEGETATION VITHIN THE BACKYARD AREA.	Violation abated	8/15/16	5/17/17
CONTRACTOR	CARLISLE ST AD FRONT YARD BIRC	DEAD VEGETATION H TREE	Letter sent	5/16/17	
901	CARY RD	NOXIOUS GRASS/WEEDS	Letter sent	5/24/17	
НО		SUMP PUMP DISCHARGE ROOF DRAINAGE DOWNSPOUT IS IGNIFICANT POOLING ON SIDEWA	DISPERSING WATER OF	5/11/17 NTO THE ADJAC	5/19/17 ENT
X.1 1002	CHASE ST	NOXIOUS GRASS/WEEDS	Violation abated	4/26/17	5/9/17
1300	CHASE ST	NOXIOUS GRASS/WEEDS	Violation abated	5/19/17	5/26/17
	CHELSEA DR EAS OF SIDING MISSIN	EXTERIOR BUILDING REPAIR NG FROM THE HOUSE.	Letter sent	5/2/17	
	CIRCLE DR LICENSED BLACK HON	INOPERABLE VEHICLE NDA CIVIC ON THE DRIVEWAY.	Letter sent	5/24/17	
	CIRCLE DR MBRANE STRUCTURE	MEMBRANE STRUCTURE IN BACKYARD.	Letter sent	5/24/17	5/30/17
	CIRCLE DR MBRANE STRUCTURE	MEMBRANE STRUCTURE ALONGSIDE OF HOUSE.	Violation abated	5/1/17	5/25/17
	CIRCLE DR RTABLE SHED ALONGS	OUTSIDE DISPLAY/STORAGE SIDE THE HOUSE.	Letter sent	3/28/17	5/18/17
607	CLAYMONT CT	NOXIOUS GRASS/WEEDS	Violation abated	5/5/17	5/19/17

ddres	<u>ss</u>	Violation Type	<u>Status</u>	Open Date	Close Date
608	CLAYMONT CT	NOXIOUS GRASS/WEEDS	Violation abated	5/5/17	5/19/17
	CLAYMONT CT D COMPUTER PARTS ON	DEBRIS ACCUMULATION THE PARKWAY LEFT OVER FRO		5/26/17 T PICKUP.	
	CLAYMONT CT RGE BOARD BEING USEI	ILLEGAL FENCING DAS FENCING	Posted notice on site	5/26/17	
710	CLAYMONT CT	NOXIOUS GRASS/WEEDS	Violation abated	5/15/17	5/26/17
1	CLOVER CT	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
10.121.2	CLOVER DR RTABLE CONTRACTOR S	ILLEGAL SIGN SIGN IN YARD.	Violation abated	5/9/17	5/19/17
1900	CLOVERDALE LN	NOXIOUS GRASS/WEEDS	Violation abated	5/18/17	5/30/17
1	COMPTON CT	NOXIOUS GRASS/WEEDS	Violation abated	5/2/17	5/10/17
	COMPTON CT SITTING AT THE CURBSI	PED TO THOU THOU	Violation abated	5/1/17	5/2/17
	CONEFLOWER LN LT UP GRADE IN THE BA	MISCELLANEOUS CODE VIOLA CKYARD CAUSING AN ISSUE WI		5/11/17 NAGE.	
	COOPER LN PPED WINDOW SCREEN	EXTERIOR BUILDING REPAIR NS ON FRONT OF HOUSE.	Violation abated	4/26/17	5/25/17
1830	COOPER LN	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
	COOPER LN PERMIT ON FILE FOR SH	NO BUILDING PERMIT	Letter sent	5/17/17	
CON		PET VIOLATION GARDINGHOMEOWNER ALLOWIN		4/25/17 ELY OFF PROPE	5/3/17 RTY AND
330	CORNELL LN	ROPERTIES, BOTH PUBLIC AND I OUTSIDE DISPLAY/STORAGE ORED IN THE FRONT YARD AREA	Violation abated	3/22/17	5/2/17
	CORNELL LN RBAGE CANS BEING STO	OUTSIDE DISPLAY/STORAGE PRED ON THE FRONT DRIVEWAY	Violation abated ⁄ AREA.	4/11/17	5/2/17
	CORPORATE PKWY ICOMPLIANT; HIRED NIL	NOXIOUS GRASS/WEEDS		5/19/17	
1 Paris	COUNTRY LN	NOXIOUS GRASS/WEEDS	Violation abated	5/12/17	5/23/17
000	COUNTRY	Novigue on services			E325-1349
300	COUNTRY LN	NOXIOUS GRASS/WEEDS	Violation abated	5/12/17	5/23/17

ldres	<u>s</u>	Violation Type	<u>Status</u>	Open Date	Close Dat
0	COUNTY LINE RD	NOXIOUS GRASS/WEEDS	Letter sent	5/24/17	
	CRAB TREE LN /E A DAY EXTENSION.	NOXIOUS GRASS/WEEDS	Posted notice on site	5/18/17	
		R NO BUILDING PERMIT STORAGE UNIT ON DRIVEWAY.	Violation abated	4/17/17	5/9/17
BUD		HAZARDOUS TREE TREE HAZARDOUS AND IS REQU			5/30/17 ADJACENT
630		NO BUILDING PERMIT	Letter sent	5/11/17	
1 941 RUN	CUMBERLAND PKWY	SUMP PUMP DISCHARGE ENT ON SUMP PUMP LINE ALL TH	Violation abated IE WAY TO THE ADJACEI	5/12/17 NT PUBLIC SIDI	5/19/17 EWALK.
LOT	DAWSON LN S OF PET WASTE; FUM APPROVED FOR OCC	DEBRIS ACCUMULATION IES ARE HORRIBLE FROM CATS; JPANCY.			ED THE UNI
	EASTGATE CT INER; NO PERMIT.	ILLEGAL SIGN	Violation abated	5/10/17	5/19/17
		EXTERIOR BUILDING REPAIR N IS BEING REQUIRED TO BE DE		5/19/17 IN.	
010	EINEKE BLVD	NOXIOUS GRASS/WEEDS	Extension Granted	5/2/17	
	ELM ST E CHEVY VAN WITH A F	INOPERABLE VEHICLE LAT TIRE ON DRIVEWAY.	Violation abated	3/23/17	5/3/17
E . T . T	ELM ST E VAN WITH EXPIRED F	INOPERABLE VEHICLE PLATE AND FLAT TIRE	Letter sent	5/26/17	
	ESPLANADE DR LL ESTATE SIGN POSTE	ILLEGAL SIGN D; NO PERMIT ON FILE.	Violation abated	4/27/17	5/11/17
	FAIRFIELD LN ITRACTOR SIGN POSTI	ILLEGAL SIGN ED ON THE FRONT LAWN.	Violation abated	5/3/17	5/4/17
	FAIRWAY VIEW DR CIAL EVENT SIGN DISP	ILLEGAL SIGN LAYED WITHOUT A PERMIT.	Violation abated	4/26/17	5/10/17
	FARMHILL DR OKE WITH OWNER; DUE	NOXIOUS GRASS/WEEDS TO LOTS OF BACKYARD STAND	Violation abated ING WATER THEY HAVE	5/30/17 NOT BEEN ABL	5/31/17 E TO MOW.
	FERNWOOD LN TION OF FENCING FEL	DAMAGED FENCING L.	Letter sent	5/12/17	
		OUTSIDE DISPLAY/STORAGE AINER IN FRONT OF GARAGE.	Letter sent	5/12/17	5/19/17
Contract of the second	FERNWOOD LN ISH PILE IN BACKYARD.	DEBRIS ACCUMULATION	Violation abated	5/2/17	5/11/17

Address	Violation Type	Status	Open Date	Close Date
1830 FERNWOOD LN	NO BUILDING PERMIT	Violation abated	4/13/17	5/2/17
PERMANENT FIRE PIT IN	BACKYARD; NO PERMIT.			
105 FILIP RD	ILLEGAL SIGN	Letter sent	5/8/17	
EXTERIOR STRING OF LI	GHTS ON DISPLAY AT THE ALGON	QUIN SUBSHOP.	242.4	
1325 FOX RIVER DR	DEBRIS ACCUMULATION	Letter sent	5/1/17	
LARGE PILE OF LOGS HA	AVE BEEN STACKED IN THE BACKY			
795 FOX RUN LN	DEBRIS ACCUMULATION	Posted notice on site	5/2/17	5/17/17
LOTS OF SCRAP WOOD I	MATERIAL IN THE SIDEYARD		0,2111	5/1//1/
820 FOX RUN LN	DEBRIS ACCUMULATION	Violation abated	4/25/17	5/2/17
	FT OVER FROM LAST WEEKS GRO		4/25/17	3/2/17
1000 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
TOO SACLISHI DI	MIGGING ADDITEGG NOMBENG	Letter Sent	3/9/17	
1025 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1025 GAGLIGITI DK	MISSING ADDRESS NOMBERS	Letter sent	5/9/17	
1205 CASHICHT DD	MICCINIC ADDDECC NUMBERO	1.70	E1014 =	
1205 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
4000 040110117.00	MISSING APPRESS AND INCOME.	Diameter 1	Samuel St.	
1220 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
		Acres de la companya		
1300 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1310 GASLIGHT DR	INOPERABLE VEHICLE	Violation abated	4/25/17	5/25/17
CAR WITH A WHEEL HANG		Violation abation	11/20/17	0/20/11
1310 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
TOTO GAGELOTT BK	MIOGINO ADDITEOS NOMBERO	Letter Serit	5/9/17	
1455 GASLIGHT DR	MISSING ADDRESS NUMBERS	Letter cent	E/0/47	
1400 GAGLIGITI DK	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1126 GETZELMAN TER	DEAD VEGETATION	Violation abated	5/2/17	5/10/17
DEAD FRONT YARD TREE		Violation abated	3/2/1/	3/10/17
1245 GETZELMAN TER	VEHICLE ON CRASS	A finishing about a large large	0/40/47	E/00/47
PARKING OF A CAMPER IN		Violation abated involunta	2/13/17	5/30/17
1431 GLACIED DUMV	DEBRIS ACCUMULATION	Letter sent	E/00/47	
	EGARDING A LARGE BRUSH PILE A		5/30/17 CKYARD.	
1431 GLACIER PKWY	NOXIOUS GRASS/WEEDS	Letter sent	5/30/17	1
	EGARDING WEEDS GROWING UP I			V
1521 GLACIER PKWY	ILLEGAL SIGN	Violation abated	5/9/17	5/10/17
SPECIAL EVENT SIGN POS		violation abated	มสาเ	5/10/17
1541 GLACIER PKWY	VEHICLE ON CDASS	Violation abota	4/07/47	E10147
PARKING A CAR ON THE G		Violation abated	4/27/17	5/9/17

Addre	SS	Violation Type	Status	Open Date	Close Date
7.2	GLACIER PKWY AD FRONT YARD TREE	DEAD VEGETATION	Letter sent	5/17/17	
1630	GLACIER PKWY	NOXIOUS GRASS/WEEDS	Violation abated	5/8/17	5/15/17
1650	GLACIER PKWY	NOXIOUS GRASS/WEEDS	Violation abated	5/8/17	5/15/17
	GLENWOOD CT LLEN FENCING PANELS	DAMAGED FENCING	Violation abated	4/17/17	5/1/17
	GOLF LN ASS CLIPPINGS ON SIE	DEBRIS ACCUMULATION DEWALK.	Violation abated	4/27/17	5/9/17
300	GOLF LN	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
	GOLF LN MAGED SHUTTER HAN	EXTERIOR BUILDING REPAIR GING OFF FRONT OF TOWNHOU	Violation abated SE.	4/25/17	5/25/17
	GOLF LN RBAGE CONTAINER BE	OUTSIDE DISPLAY/STORAGE EING STORED ON FRONT STOOP.	Violation abated	4/25/17	5/3/17
RE HO	RSE SHOE PIT ITEM. C	MISCELLANEOUS CODE VIOLA EBAR STICKING OUT OF THE GR ARPS SAID NOTHING TO ADDRE	OUND; THERE IS A PIE SS.	ECE THAT COULD	BE AN OLD
0	GRAYHAWK CIR	NOXIOUS GRASS/WEEDS	Letter sent	5/31/17	
1210	GREENRIDGE AVE	NOXIOUS GRASS/WEEDS	Letter sent	5/24/17	
1330	GREENRIDGE AVE	NOXIOUS GRASS/WEEDS	Violation abated	5/8/17	5/19/17
	GREYSHIRE CT DRM MANHOLE BLOCK	MISCELLANEOUS CODE VIOL/ ED BY FENCING PANEL; PW NEE	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	5/11/17	
2420	HARNISH DR	NOXIOUS GRASS/WEEDS	Violation abated	4/26/17	5/2/17
0.00	N HARRISON ST PERMIT ON FILE FOR	NO BUILDING PERMIT TWO POD UNITS ON THE DRIVEV	Violation abated VAY.	5/11/17	5/25/17
	N HARRISON ST IS OF LOGS AND SCRA	DEBRIS ACCUMULATION P WOOD ALONGSIDE THE GARA	Letter sent GE.	3/27/17	5/3/17
1209	N HARRISON ST	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/19/17
1214	N HARRISON ST	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/11/17
1227	N HARRISON ST	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/26/17

<u>ddress</u>	Violation Type	Status	Open Date	Close Dat
1238 N HARRISON ST ONLY ALONG WILDWOOD	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/25/17
1514 N HARRISON ST NO PERMIT ON FILE FOR A		Violation abated	4/20/17	5/3/17
1005 HELEN DR NO PERMIT ON FILE FOR A	NO BUILDING PERMIT A BACKYARD SHED.	Letter sent	5/30/17	
1005 HELEN DR PORTABLE SHED IN THE S	PORTABLE SHED LOCATION IDEYARD AREA.	Letter sent	5/30/17	
1871 HIGHMEADOW LN NO PERMIT ON FILE FOR A		Letter sent	5/17/17	
1871 HIGHMEADOW LN BOAT ON THE BACKYARD		Letter sent	5/17/17	
	DEBRIS ACCUMULATION D AT THE CURBSIDE; NOT AT TH			5/11/17
114 HILLCREST DR	NOXIOUS GRASS/WEEDS	Letter sent	5/11/17	5/19/17
124 HILLCREST DR LOTS OF RUBBISH AT THE		Violation abated	5/1/17	5/2/17
124 HILLCREST DR	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/10/17
124 HILLCREST DR	NOXIOUS GRASS/WEEDS	Violation abated	5/19/17	5/26/17
206 HILLCREST DR TWO INOPERABLES ON TH	INOPERABLE VEHICLE IE DRIVEWAY	Letter sent	5/1/17	
	DEBRIS ACCUMULATION FRESS ALONGSIDE THE HOUSE;	No violation sited in fie		
1192 HOLLY LN	NOXIOUS GRASS/WEEDS	Citation issued	5/12/17	
1900 HONEY LOCUST DR OWNERS ARE PARKING TH PROPERTY.	RV PARKING EIR MOBILE HOME IN THE PUBL	Violation abated IC STREET AREA. MU		5/3/17 PRIVATE
1930 HONEY LOCUST DR	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
302 S HUBBARD ST WEEDS.	NOXIOUS GRASS/WEEDS	Violation abated	5/3/17	5/11/17
320 S HUBBARD ST MEMBRANE STRUCTURE C	MEMBRANE STRUCTURE OVER DRIVEWAY.	Violation abated	5/19/17	5/23/17
321 S HUBBARD ST	VEHICLE ON GRASS	Violation abated CH DAMAGE TO THE I	4/27/17	5/10/17

ddres	<u>s</u>	Violation Type	Status	Open Date	Close Date
0	HUNTINGTON DR	NOXIOUS GRASS/WEEDS	Violation abated	5/16/17	5/18/17
NO	S IL ROUTE 31 ACTIVE PERMIT ON FILE RMER OWNER EXPIRED	FOR EXTERIOR/INTERIOR REMO		9/22/16 PREVIOUS PEI	5/10/17 RMITS FROM
321	JEFFERSON ST AD BACKYARD TREE		Violation abated	6/17/16	5/30/17
671	KIRKLAND DR	NOXIOUS GRASS/WEEDS	Violation abated	5/15/17	5/26/17
221	LA FOX RIVER DR	NOXIOUS GRASS/WEEDS	Violation abated	5/18/17	5/31/17
		OUTSIDE DISPLAY/STORAGE INERS ON THE FRONT DRIVEWA		5/30/17	5/31/17
	LAKE CORNISH CT IP IS DISCHARGING TOO	SUMP PUMP DISCHARGE CLOSE TO LOT LINE; CAUSING	Extension Granted OVERSATURATION NE.	5/19/17 XT DOOR.	
	LAKE CORNISH CT RBAGE CAN BEING STOF	OUTSIDE DISPLAY/STORAGE RED ON FRONT DRIVEWAY AREA.	Letter sent	5/31/17	
	LAKE CORNISH CT RTABLE SHED IN SIDEYA	PORTABLE SHED LOCATION RD AREA.	Letter sent	5/31/17	
	LAKE CORNISH CT IPORARY SIGN; NO PERI		Violation abated	5/30/17	
	LAKE CORNISH WAY KING OF A TRAILER IN T	ILLEGAL VEHICLE HE PUBLIC STREET AREA.	Violation abated	5/30/17	5/31/17
2	LAKE DRIVE CT	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
	LAKE GILLILAN WAY SITTING AT THE CURBSII		Violation abated	5/1/17	5/8/17
		EXTERIOR BUILDING REPAIR ON FRONT OF HOUSE, FIRST STO		5/2/17	
	LAKE PLUMLEIGH WAY D; NO PERMIT.	NO BUILDING PERMIT	Violation abated	7/15/15	5/19/17
		NO BUILDING PERMIT IE FINISHING OF THE BASEMENT	Letter sent	5/10/17	5/17/17
		NOXIOUS GRASS/WEEDS ARDING NOXIOUS GRASS/WEED	Violation abated OS AT THE DETENTION	5/19/17 POND.	5/25/17
		NO BUILDING PERMIT EXISTING POD UNIT ON SITE.	Violation abated	5/11/17	5/30/17
3 NON		EXTERIOR BUILDING REPAIR DRIVEWAY BEING UTLIZED FOR		10/21/16 NERS.	5/3/17

dress		Violation Type	Status	Open Date	Close Date
	L ILAC DR BAGE CONTAINERS OU	OUTSIDE DISPLAY/STORAGE JT ON FRONT DRIVEWAY AREA.	Violation abated	5/1/17	5/9/17
800 L	LINDA DR	NOXIOUS GRASS/WEEDS	Letter sent	5/30/17	
	LINDA DR OF DOG FECES IN THE	DOG FECES E REAR BACKYARD AREA.	Violation abated	4/20/17	5/8/17
810 L	INDA DR	NOXIOUS GRASS/WEEDS	Letter sent	5/31/17	
	ONGMEADOW PKWY		Letter sent	5/19/17	
0 L	ONGWOOD DR	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/18/17
	ONGWOOD DR OF BRANCHES, SOME	DEBRIS ACCUMULATION GROUND LITTER AND LOGS W	Violation abated ITHIN TREE LINE ARE	3/29/17 A BEHIND SCHOO	5/3/17 L GROUND.
	ONGWOOD DR PIT IN BACKYARD; NO I	NO BUILDING PERMIT PERMIT.	Violation abated	5/3/17	5/12/17
416 L	OWE DR	NOXIOUS GRASS/WEEDS	Letter sent	5/24/17	
13 IV	ADISON ST	NOXIOUS GRASS/WEEDS	Violation abated	5/18/17	5/30/17
		VEHICLE ON GRASS ASS AND OVER SIDEWALK.	Violation abated	5/11/17	5/19/17
506 N	MAIN ST	NOXIOUS GRASS/WEEDS	Violation abated	5/11/17	5/23/17
		DEBRIS ACCUMULATION RED/KEPT IN THE REAR PARKING		5/9/17	5/23/17
		DEBRIS ACCUMULATION EAR BUILDING AREA OUTSIDE.	Letter sent	5/9/17	
	MAIN ST DONS OUTSIDE AT MAI	ILLEGAL SIGN N ST. DOGS	Violation abated	5/11/17	
		ILLEGAL SIGN RS WITHOUT A SIGN PERMIT.	Violation abated	5/11/17	5/15/17
28 S I	MAIN ST	NOXIOUS GRASS/WEEDS	Letter sent	5/1/17	5/15/17
609 S I	MAIN ST	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/24/17
ALGO	MAIN ST NQUIN SELF STORAGE RMITTED.	OUTSIDE DISPLAY/STORAGE EHAS HAD A VEHICLE STORED O	Letter sent DN SITE FOR MANY W	2/1/17 /EEKS; ONLY INSIE	5/17/17 DE STORAGE

Address	Violation Type	Status	Open Date	Close Date
1107 S MAIN ST NOXIOUS GRASS/WEED	NOXIOUS GRASS/WEEDS	Letter sent	5/1/17	5/15/17
1130 S MAIN ST DUMPSTER ENCLOSUR	DAMAGED FENCING RE FOR TWISTED ROSE IS DILAPIDA	Letter sent TED.	5/18/17	
1226 S MAIN ST POD UNIT BEHIND THE	OUTSIDE DISPLAY/STORAGE BUILDING	Violation abated	5/1/17	5/16/17
1308 S MAIN ST EXPOSED DUMPSTER;	OUTSIDE DISPLAY/STORAGE NEEDS TO BE SCREENED OR REMO		4/17/17	5/8/17
1508 S MAIN ST OLD NEW LIFE PRINTIN	OBSOLETE SIGN G MONUMENT SIGN REMAINS; BUII	Extension Granted LDING WAS TORN DOWN.	5/1/17	
850 MAYFAIR LN	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/24/17
	DEBRIS ACCUMULATION RAP WOOD ALONGSIDE THE GARA		3/9/17	5/9/17
12 MELVINA CT LARGE BACKYARD BRU	DEBRIS ACCUMULATION SH PILE.	Violation abated involunta	2/16/17	5/3/17
0 MERRILL AVE	NOXIOUS GRASS/WEEDS	Violation abated	5/11/17	5/25/17
2225 MOSER LN	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
214 MOUND ST	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
	PORTABLE SHED LOCATION TED IN THE SIDEYARD AREA.	Violation abated	2/1/17	5/30/17
1391 NOTTING HILL RD TWO PORTABLE TYPE S	PORTABLE SHED LOCATION SHED IN THE SIDEYARD AREA.	Violation abated	4/25/17	5/16/17
4 OAKLEAF CT TV AT CURBSIDE.	DEBRIS ACCUMULATION	Violation abated	5/2/17	5/9/17
6 OAKLEAF CT TV AT CURBSIDE.	DEBRIS ACCUMULATION	Violation abated	5/2/17	5/9/17
6 OAKLEAF CT GUTTER ON FRONT OF	GUTTER MAINTENANCE HOUSE IS DAMAGED AND HANGING	Violation abated G OFF HOUSE.	3/30/17	5/1/17
6 OAKLEAF CT SILVER SPORTS CAR W	INOPERABLE VEHICLE ITH FLAT TIRES ON DRIVEWAY.	Violation abated	3/30/17	5/1/17
665 OAKVIEW DR VAN WITH EXPIRED PLA	INOPERABLE VEHICLE	Letter sent	5/26/17	
665 OAKVIEW DR	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	

Addres	<u>ss</u>	Violation Type	<u>Status</u>	Open Date	Close Date
	OCEOLA DR	DEBRIS ACCUMULATION	Violation abated	5/3/17	5/25/17
CO	MPLAINT RECEIVED	REGARDING WASTE MANAGEMEN	NT BAGSTER ON DRIVEW	'AY FOR A YEAR	
	OCEOLA DR NCOMPLIANT; HIRED	NOXIOUS GRASS/WEEDS NILCO.	Violation abated	5/19/17	5/31/17
814	OCEOLA DR	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
	PAR DR TER HEATER SITTING	DEBRIS ACCUMULATION G AT CURBSIDE.	Posted notice on site	4/25/17	5/3/17
1041	PAR DR	NOXIOUS GRASS/WEEDS	Letter sent	5/31/17	
102	PARK ST	NOXIOUS GRASS/WEEDS	Violation abated	5/1/17	5/10/17
106	PARK ST	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
442	PARKVIEW TER	NOXIOUS GRASS/WEEDS	Violation abated	5/15/17	5/23/17
	PARKVIEW TER CTION OF SPLIT RAIL	DAMAGED FENCING FENCING HAS FALLEN DOWN.	Violation abated	5/5/17	5/24/17
202					
HOS	PARKVIEW TER SE ATTACHMENT ON NDING WATER ON A	SUMP PUMP DISCHARGE SUMP PUMP LINE IS DISCHARGIN DJACENT PROPERTY (1311 S. PAR	Violation abated G CLOSE TO THE PROPE KVIEW TER.).	5/5/17 RTY LINE AND (5/24/17 CAUSING
1405 SUN	PARKVIEW TER	SUMP PUMP DISCHARGE IRECTLY DISCHARGING ONTO PU	Violation abated	5/5/17 T OF HOUSE. V	5/23/17 VATER ALL
1940 REA	PEACH TREE LN	MISCELLANEOUS CODE VIOLA LE IS BLOCKED WITH HOSTAS ANI NG WATER.		5/11/17 EIGHBOR IS DE	ALING WITH
821	PERRY DR	HAZARDOUS TREE	Violation abated	3/13/17	5/15/17
1000	PERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
1021	PERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/23/17
1040	PERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/22/17	5/30/17
1070	PERRY DR	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
	PERSIMMON DR YCLE CONTAINER S	OUTSIDE DISPLAY/STORAGE TILL AT THE CURBSIDE MANY DAY:	Violation abated S AFTER FRIDAY'S PICKU	5/9/17 P.	5/10/17

<u>Address</u>	Violation Type	Status	Open Date	Close Date
	PORTABLE SHED LOCATION	Posted notice on site	5/30/17	
PORTABLE SHED IN FRONT	YARD.			
	NOXIOUS GRASS/WEEDS BACKYARD, FRONT WAS MOWE			
1110 PRAIRIE DR 2ND OFFENSE OF SEASON.	NOXIOUS GRASS/WEEDS HIRED NILCO.	Violation abated involunta	5/31/17	
1221 PRAIRIE DR TWO PORTABLE SHED IN S	PORTABLE SHED LOCATION IDEYARD	Letter sent	5/25/17	
1221 PRAIRIE DR	VEHICLE ON GRASS	Letter sent	5/25/17	
TRAILER ON FRONT YARD				
1310 PRAIRIE DR NO PERMIT ON FILE FOR A	ILLEGAL SIGN SPECIAL EVENT SIGN POSTED.	Violation abated	4/25/17	5/2/17
0 S RANDALL RD	NOXIOUS GRASS/WEEDS	Letter sent	5/16/17	
	STORE MANAGER. HE WAS GO			
10 S RANDALL RD	OUTSIDE DISPLAY/STORAGE	Violation abated	4/27/17	5/2/17
DUMPSTER GATE AT CITGO	HAS BEEN PROPPED OPEN WI T IS BLOCKING THE HANDICAP	TH A PALLET ALL WEEK A		
	ILLEGAL SIGN		5/8/17	
	ANNER WITHOUT A PERMIT.			
	DEBRIS ACCUMULATION THIS STRIP CENTER IN FRONT		4/24/17	5/4/17
234 S RANDALL RD THREE FINANCE CO. SIGNS	ILLEGAL SIGN POSTED; NO PERMIT WAS ISSU	Violation abated JED; ONLY ONE WOULD E		5/15/17
441 S RANDALL RD AN EXTERIOR BANNER WIT	ILLEGAL SIGN HOUT A PERMIT AND TWO POR	Violation abated TABLE GROUND SIGNS PO	5/16/17 DSTED.	5/17/17
742 S RANDALL RD SEVERAL OF THE DUMPSTE	DAMAGED FENCING ER ENCLOSURES ARE IN NEED O	Violation abated DF REPAIR.	1/16/17	5/2/17
750 S RANDALL RD DAMAGED FENCING IN THE	DAMAGED FENCING REAR OF TARGET; SENT EMAIL	Violation abated TO THEIR PROPERTY MA	4/27/17 AINTENANCE (5/18/17 GUY.
786 S RANDALL RD TWO ILLEGAL SIGNS; REMO	ILLEGAL SIGN VED AND RETURNED TO THE S	Violation abated TORE MANAGER.	5/17/17	5/17/17
1090 S RANDALL RD BANNER; NO PERMIT ON FIL	ILLEGAL SIGN E.	Second letter sent	5/26/17	
1400 S RANDALL RD NONCOMPLIANT; HIRED NIL	NOXIOUS GRASS/WEEDS CO.	Invoiced	5/19/17	
1410 S RANDALL RD	NOXIOUS GRASS/WEEDS		5/15/17	
1450 S RANDALL RD	NOXIOUS GRASS/WEEDS	Letter sent	5/30/17	

Addre	SS	Violation Type	Status	Open Date	Close Date
	S RANDALL RD FRAME SIGN POSTED W	ILLEGAL SIGN ITHIN THE RANDALL ROAD RIGH	Extension Granted T OF WAY	5/15/17	5/15/17
		ILLEGAL SIGN WINDOWS COVERED ENTIRELY		5/15/17	
		MISCELLANEOUS CODE VIOL/ I FOR THE SECOND TIME IN ONE		5/17/17	
	S RANDALL RD TER NOT WITHIN WATE	MISCELLANEOUS CODE VIOLA ER TIME PERIOD	Extension Granted	5/15/17	
	S RANDALL RD NNER DISPLAY; NO PER		Violation abated	5/15/17	5/16/17
	S RANDALL RD MEROUS POTHOLES W	POTHOLE(S) ITHIN THE BOWLERO LOT(S).	Violation abated	3/29/17	5/18/17
		NOXIOUS GRASS/WEEDS RIGHT OF WAY; SENT SECOND		5/16/17	
2310	S RANDALL RD	NOXIOUS GRASS/WEEDS	Letter sent	5/16/17	
1205	RED COACH LN	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
1221	REDWOOD DR	NOXIOUS GRASS/WEEDS	Violation abated	5/8/17	5/19/17
		ILLEGAL SIGN GNS POSTED ON ONE PROPERTY	Violation abated Y; ONLY ONE PERMITTED		5/2/17
	REGAL CT JR INOPERABLE VEHIC	INOPERABLE VEHICLE LES	Letter sent	5/16/17	
and other states	REGAL CT N-COMPLIANT; HIRED N	NOXIOUS GRASS/WEEDS ILCO AND WROTE CITATION.	Posted notice on site	5/15/17	
	REGAL LN NTRACTOR SIGN POSTI	ILLEGAL SIGN ED.	Violation abated	5/26/17	5/30/17
1.4.1.0.10.10	RESERVE DR AT CURBSIDE.	DEBRIS ACCUMULATION	Violation abated	5/2/17	5/9/17
	RICHMOND LN PED WINDOW SCREEN	EXTERIOR BUILDING REPAIR FRONT OF HOUSE, SECOND ST	Letter sent ORY.	5/12/17	
201	RIDGE ST	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
214	RIDGE ST	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
SIX	RIDGE ST (6) INOPERABLE VEHIC UE; ASKED THE PD TO T	INOPERABLE VEHICLE LES ON SITE WITH EITHER EXPI		4/13/17 S HAS BEEN A	5/8/17 N ONGOING

<u>Address</u>	Violation Type	Status	Open Date	Close Date
	DEBRIS ACCUMULATION OF CUT FIREWOOD, LIMBS, LOG ND OF THIS LARGE PROPERTY.		1/31/17 USH AND OTHER	5/16/17 UNUSED
1033 N RIVER RD		Letter sent	5/26/17	
	EXTERIOR BUILDING REPAIR RONT DOOR ARE IN NEED OF PAIN		5/15/17	
317 S RIVER RD	NOXIOUS GRASS/WEEDS	Violation abated	5/15/17	5/23/17
1110 RIVERWOOD DR CONTRACTOR SIGN ON TI		Violation abated	5/17/17	5/19/17
1110 RIVERWOOD DR PORTABLE CONTRACTOR		Violation abated	5/15/17	5/23/17
	OUTSIDE DISPLAY/STORAGE GARDING GARBAGE/RECYCLING			
1135 RIVERWOOD DR	NOXIOUS GRASS/WEEDS	Letter sent	5/30/17	
1200 RIVERWOOD DR DAMAGED FENCE SLATES		Violation abated	3/6/17	5/9/17
1255 RIVERWOOD DR	NOXIOUS GRASS/WEEDS	Violation abated	5/17/17	5/26/17
	HOME OCCUPATION FROM THE PROPERTY; ALWAYS H	Letter sent AS TRAILER FULL OF	5/10/17 JUNK IN THE STF	REET
	OUTSIDE DISPLAY/STORAGE EING STORED ON THE FRONT DR		5/8/17	5/17/17
1175 SAWMILL LN NO PERMIT ON FILE FOR A	NO BUILDING PERMIT A BACKYARD SHED.	Violation abated	10/14/16	5/15/17
410 SCHUETT ST NO PERMIT FOR A POD UN	NO BUILDING PERMIT IIT ON DRIVEWAY.	Violation abated	4/17/17	5/4/17
818 SCOTT ST COMPLAINT RECEIVED RE	DEBRIS ACCUMULATION GARDING SEVERAL BRUSH PILES	Second letter sent	5/2/17	
1444 SEMINOLE RD NO BUILDING PERMIT ON I	NO BUILDING PERMIT FILE FOR A FIREPIT.	Violation abated	3/16/17	5/8/17
537 SKYLINE DR	NOXIOUS GRASS/WEEDS	Letter sent	5/24/17	
2100 SLEEPY HOLLOW RD	HAZARDOUS TREE	Letter sent	3/9/17	5/11/17
1115 SPRING HILL DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	

Addre	38	Violation Type	Status	Open Date	Close Date
1225	SPRING HILL DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1320	SPRING HILL DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1375	SPRING HILL DR	MISSING ADDRESS NUMBERS	Letter sent	5/9/17	
1420	SPRING HILL DR	MISSING ADDRESS NUMBERS	Letter sent	5/10/17	
1000	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	4/28/17	5/15/17
	STRATFORD LN MPLAINT RECEIVED F	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/12/17
10.0	STRATFORD LN MPLAINT RECEIVED F	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/12/17
	STRATFORD LN MPLAINT RECEIVED F	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/12/17
	STRATFORD LN MPLAINT RECEIVED F	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/23/17
1100	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	5/19/17	5/25/17
	STRATFORD LN ncompliant; hired Nilco t	NOXIOUS GRASS/WEEDS o cut yard.	Invoiced	5/4/17	
	STRATFORD LN MPLAINT RECEIVED R	EXTERIOR BUILDING REPAIR REGARDING A HOLE IN THE ROOF W	Violation abated VHERE A RACCOON I	4/11/17 S ENTERING.	5/19/17
1104	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	4/28/17	5/9/17
100	STRATFORD LN MPLAINT RECEIVED R	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 DNT OF GARAGE.	5/23/17
	STRATFORD LN MPLAINT RECEIVED R	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/23/17
	STRATFORD LN MPLAINT RECEIVED R	OUTSIDE DISPLAY/STORAGE REGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/12/17
1118	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	4/27/17	5/12/17
	STRATFORD LN MPLAINT RECEIVED R	OUTSIDE DISPLAY/STORAGE EGARDING GARBAGE/RECYCLING	Violation abated CONTAINERS IN FRO	5/4/17 ONT OF GARAGE.	5/9/17
1120	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	5/4/17	5/19/17

ddres	<u>ss</u>	Violation Type	<u>Status</u>	Open Date	Close Date
	STRATFORD LN MPLAINT RECEIVED R	DEBRIS ACCUMULATION EGARDING GAS CAN IN BACKYAR	Violation abated D, UNUSED FOR 7 YEARS	5/4/17 5.	5/12/17
	STRATFORD LN MPLAINT RECEIVED R	OUTSIDE DISPLAY/STORAGE EGARDING GARBAGE/RECYCLING	Violation abated G CONTAINERS IN FRONT	5/4/17 OF GARAGE.	5/12/17
1210	STRATFORD LN	NOXIOUS GRASS/WEEDS	Violation abated	4/27/17	5/9/17
417	SUMMIT ST	NOXIOUS GRASS/WEEDS	Violation abated	5/22/17	5/30/17
	SUMMIT ST ERGROWTH BLOCKING	SIDEWALK PASSAGE G THE CLEAR PASSAGE OF THE V	Posted notice on site VALK.	5/31/17	
1352	SURREY CT	NOXIOUS GRASS/WEEDS	Violation abated	5/10/17	5/23/17
7.7.	SURREY LN EDS.	NOXIOUS GRASS/WEEDS	Violation abated	5/10/17	5/23/17
1340	SURREY LN	NOXIOUS GRASS/WEEDS	Letter sent	5/23/17	
920	SUSAN CT	NOXIOUS GRASS/WEEDS	Posted notice on site	5/18/17	
	SUSAN CT ANGE PLASTIC WEAVE	ILLEGAL FENCING FENCING UP.	Violation abated	4/12/17	5/23/17
921	SUSAN CT	NOXIOUS GRASS/WEEDS	Violation abated	4/28/17	5/9/17
725	TANGLEWOOD DR	NOXIOUS GRASS/WEEDS	Letter sent	5/26/17	
6.5.15.6	TANGLEWOOD DR W PROPERTY OWNER	ILLEGAL DUMPING DUMPED HOUSEHOLD WASTE AT	Violation abated THE SANDBLOOM APTS.	5/2/17	5/3/17
3 5 15 5	TANGLEWOOD DR PERMIT ON FILE FOR	NO BUILDING PERMIT TWO (2) POD UNITS ON SITE.	Violation abated	4/17/17	5/2/17
	TERRACE DR AD BACKYARD TREE.	DEAD VEGETATION	Letter sent	5/31/17	
811	TIMBERWOOD LN	NOXIOUS GRASS/WEEDS	Violation abated	5/11/17	5/15/17
821	TIMBERWOOD LN	NOXIOUS GRASS/WEEDS	Violation abated	5/11/17	5/15/17
Company of	TIMBERWOOD LN ERHEAD GARAGE DOC	EXTERIOR BUILDING REPAIR OR HAS BEEN BOARDED FOR A CO		4/25/17	5/11/17
2070	TUNBRIDGE TRL ICENSED TEAL LEXUS	INOPERABLE VEHICLE	Violation abated	3/15/17	5/3/17

dress	Violation Type	<u>Status</u>	Open Date	Close Date
2073 TUNBRIDGE TRL	OVERGROWN VEGETATION	Letter sent	4/28/17	5/11/17
COMPLAINT FROM NEIGH	HBOR ABOUT TREE GROWTH ENC	CROACHING INTO THEIR	YARD.	
2091 TUNBRIDGE TRL	HOME OCCUPATION	Violation abated	5/10/17	5/15/17
RUNNING A TUCKPOINTIN	NG CO OUT OF THE HOUSE; MAN'	Y EMPLOYEES SHOW UP	TO MEET AT T	HE EARLY AM
1211 VICTORIA CT	NO BUILDING PERMIT	Violation abated	5/11/17	5/18/17
NO PERMIT ON FILE FOR	AN EXISTING POD UNIT ON THE I	DRIVEWAY.		
241 VICTORIA CT	SUMP PUMP DISCHARGE	Posted notice on site	5/11/17	
SUMP DISCHARGE IS OVI	ERSATURATING THE NEIGHBORIN	IG PROPERTY.		
731 WAVERLY LN		Violation abated		5/1/17
SPECIAL EVENT SIGN PO	STED ON THE RIGHT OF WAY; PC	STED NOTICE ON SIGN	AT FRONT DOC	R.
201 WEBSTER ST	DEBRIS ACCUMULATION	Letter sent	5/4/17	
LARGE PILE OF BRUSH				
621 WEBSTER ST	NOXIOUS GRASS/WEEDS	Letter sent	5/31/17	
625 WEBSTER ST	NOXIOUS GRASS/WEEDS	Letter sent	5/31/17	
715 WEBSTER ST	NOXIOUS GRASS/WEEDS	Violation abated	5/22/17	5/30/17
021 WESLEY LN	NOXIOUS GRASS/WEEDS	Violation abated	5/9/17	5/22/17
040 WESLEY LN	NOXIOUS GRASS/WEEDS	Violation abated	4/27/17	5/11/17
NOXIOUS WEEDS.				
136 WILDWOOD RD	PORTABLE SHED LOCATION	Violation abated	4/25/17	5/17/17
TWO PORTABLE TYPE SH	EDS IN THE SIDEYARD AREA.			
159 WILDWOOD RD	DEBRIS ACCUMULATION	Violation abated	5/17/17	5/19/17
LARGE PILE OF TREE LIM	BS PUT IN THE PUBLIC STREET A	REA.		
161 WILDWOOD RD	DEAD VEGETATION	Violation abated	8/1/16	5/10/17
DEAD FRONT YARD TREE				5000
161 WILDWOOD RD	INOPERABLE VEHICLE	Letter sent	5/18/17	
EXPIRED PLATED MOBILE	HOME ON THE DRIVEWAY.			
170 WINDING CANYON WA	AY MEMBRANE STRUCTURE	Violation abated	3/15/17	5/2/17
TEMP MEMBRANE STRUC	TURE BEHIND THE GARAGE			
440 WINDING CANYON WA	AY OUTSIDE DISPLAY/STORAGE	Violation abated	3/27/17	5/2/17
	WAY WITH NO PERMIT ON FILE.		3171111	
3 WINDSOR CT	INOPERABLE VEHICLE	Violation abated	3/31/17	5/1/17
UNLICENSED BLUE JEEP				
600 WOODS CREEK LN	NOXIOUS GRASS/WEEDS	Violation abated	5/8/17	5/15/17
JUST TOOPS SILLING		VIOLETO I ADALGO	O/O/ 11	OF TOF T

Addres	<u>ss</u>	Violation Type	Status	Open Date	Close Date
	WOODS CREEK LN PERMIT ON FILE FOR A	NO BUILDING PERMIT A POD UNIT ON THE DRIVEWAY.	Violation abated	4/20/17	5/9/17
50	WOODVIEW LN	NOXIOUS GRASS/WEEDS	Violation abated	5/4/17	5/19/17
	WOODVIEW LN EAL ESTATE SIGNS AT		Violation abated	5/4/17	5/11/17
	WOODVIEW LN O "FOR SALE" TYPE SI		Violation abated	5/8/17	5/10/17
		DAMAGED FENCING E USED TO SCREEN GARBAGE (Letter sent CONTAINERS FELL DOWN	5/1/17	
		MISCELLANEOUS CODE VIOLA OARDING; NOT EVIDENCE AT TH		5/30/17	
740	YORKTOWN DR	NOXIOUS GRASS/WEEDS	No violation sited in field	5/30/17	
	YORKTOWN DR AD BACKYARD TREE	DEAD VEGETATION	Letter sent	5/30/17	
		DEAD VEGETATION EGARDING A DEAD TREE IN THE E	Letter sent BACKYARD.	5/24/17	
		NO BUILDING PERMIT AN EXISTING FIREPIT IN BACKYAI		5/9/17	5/16/17
	ZANGE DR RTABLE SHED IN THE S	PORTABLE SHED LOCATION SIDEYARD	Violation abated	3/31/17	5/8/17



Public Works Monthly Report

For May 2017

Pack	1000								
Mos Work OrderType	Facilitie	S Total WOs	69						
5 (2) Turt Damage - Snow Related 4,50 (3236,34) \$172.50 \$172.50 \$491.20 GROUP TOTAL \$178.50 \$1,601.01 \$1,289.91 \$3,286.45 \$1,187.92 \$1,289.91 \$3,426.64 FOR Stry Total WOs Total WOs Hours Labor Materials Equipment Total Wos 1 Remove/Replace 2.00 \$74.65 \$9.90 \$112.26 \$151.04 2 Tree New Planting 48.75 \$1,980.24 \$9.69 \$11.13.22 \$3,103.14 2 Tree Removal/Replace 1.50 \$56.56 \$275.00 \$32.90 \$350.97 \$159.31 \$2,095.17 \$2,005.45 1 Tree Remove/Replace 41.75 \$1,942.10 \$22.78 \$1,533.13 \$3,505.01 \$350.90 \$115.04 \$20.97 \$159.31 \$2,095.17 \$2,005.45 \$31.04 \$32.05.01 \$30.00 \$350.97 \$159.31 \$2,095.17 \$2,005.45 \$35.34 \$21,161.70 \$30.00 \$30.97 \$159.31 \$2,095.17 \$2,005.55 \$3,0		1010111100	03		Hours	Labor	Materials	Equipment	Total
Second Part Second Palated Second Palated Second Part Second P	2	Facilities Equipment - Maintena			142.50	\$5,147.10	\$985.42	\$12.00	\$6,144.52
Total WOs Total WOs Total WOs Total WOs Total WOs Work Order Type Hours Labor Materials Equipment Total Wos Equipment Equipm	5	Mailbox Damage - Snow Relate			4.50	\$236.34	\$172.50	\$82.36	\$491.20
Forestry Nos Work Order Type Nos S74.65 S79.04 Total	62	Turf Damage - Snow Related			31.50	\$1,501.01		\$1,289.91	
Mos Work Order Type Hours Labor Materials Equipment Total				GROUP TOTAL	178.50	\$6,884.45	\$1,157.92	\$1,384.27	\$9,426.64
Mos Work Order Type Hours Labor Materials Equipment Total	Forestry	Total WOs	176						
Remove/Replace	•	•			Hours	Labor	Materials	Equipment	Total
23 Tree Maintenance	1	Remove/No Replace			2.00	\$74.65		\$79.04	
1.50	1	Remove/Replace			0.50	\$18.73	\$9.69	\$122.63	\$151.04
21 Tree Removal 9.00 \$350.97 \$159.31 \$2,095.17 \$2,605.45 13 Tree Remove/No Replace 41.75 \$1,942.10 \$29.78 \$1,533.13 \$3,505.01 15 Tree Remove/Replace 110.56 \$4,700.83 \$9,803.53 \$6,657.34 \$21,161.70 10.50 \$9,124.08 \$9,124.08 \$9,10286.99 \$11,642.52 \$31,053.58 2	23	Tree Maintenance			48.75	\$1,980.24	\$9.69	\$1,113.22	\$3,103.14
13 Tree Remove/No Replace 41.75 \$1,942.10 \$29.78 \$1,533.13 \$3,505.01 115 Tree Remove/Replace 110.56 \$4,700.83 \$9,803.53 \$6,657.34 \$21,161.70	2	Tree New Planting			1.50	\$56.56	\$275.00	\$42.00	\$373.56
Tree Remove/Replace	21	Tree Removal			9.00	\$350.97	\$159.31	\$2,095.17	\$2,605.45
Parks	13	Tree Remove/No Replace			41.75	\$1,942.10	\$29.78	\$1,533.13	\$3,505.01
Parks Total WOs 180 WOs Work Order Type Hours Labor Materials Equipment Total 1 Courts Maintenance 6.00 \$225.16 \$35.34 \$35.34 1 Debris Removal 2.00 \$127.18 \$12.43 \$12.43 2 Dirt & Seed 2.50 \$147.17 \$11.86 \$16.50 \$175.53 7 Edging/Mulching 100.50 \$3,875.03 \$0.00 \$2,014.63 \$5,889.66 1 Flower Planting 18.00 \$539.34 \$6.18 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50	115	Tree Remove/Replace			110.56	\$4,700.83	\$9,803.53	\$6,657.34	\$21,161.70
WOS Work Order Type Hours Labor Materials Equipment Total 1 Courts Maintenance 6.00 \$225.16 \$35.34 <				GROUP TOTAL	214.06	\$9,124.08	\$10,286.99	\$11,642.52	\$31,053.58
WOS Work Order Type Hours Labor Materials Equipment Total 1 Courts Maintenance 6.00 \$225.16 \$35.34 \$12.43 1 Debris Removal 2.00 \$127.18 \$12.43 \$12.43 2 Dirt & Seed 2.50 \$147.17 \$11.86 \$16.50 \$175.53 7 Edging/Mulching 100.50 \$3,875.03 \$0.00 \$2,014.63 \$5,889.66 1 Flower Planting 18.00 \$539.34 \$6.18 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46	Parks	Total WOs	180						
1 Debris Removal 2.00 \$127.18 \$12.43 2 Dirt & Seed 2.50 \$147.17 \$11.86 \$16.50 \$175.53 7 Edging/Mulching 100.50 \$3,875.03 \$0.00 \$2,014.63 \$5,889.66 1 Flower Planting 18.00 \$539.34 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 <td< td=""><td>WOs</td><td></td><td></td><td></td><td>Hours</td><td>Labor</td><td>Materials</td><td>Equipment</td><td>Total</td></td<>	WOs				Hours	Labor	Materials	Equipment	Total
2 Dirt & Seed 2.50 \$147.17 \$11.86 \$16.50 \$175.53 7 Edging/Mulching 100.50 \$3,875.03 \$0.00 \$2,014.63 \$5,889.66 1 Flower Planting 18.00 \$539.34 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Courts Maintenance			6.00	\$225.16		\$35.34	
7 Edging/Mulching 100.50 \$3,875.03 \$0.00 \$2,014.63 \$5,889.66 1 Flower Planting 18.00 \$539.34 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Debris Removal			2.00	\$127.18		\$12.43	
1 Flower Planting 18.00 \$539.34 \$6.18 1 Flower Watering 12.00 \$265.08 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	2	Dirt & Seed			2.50	\$147.17	\$11.86	\$16.50	\$175.53
1 Flower Watering 12.00 \$265.08 \$124.56 1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	7	Edging/Mulching			100.50	\$3,875.03	\$0.00	\$2,014.63	\$5,889.66
1 Hive Removal 0.75 \$43.09 \$3.72 1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Flower Planting			18.00	\$539.34		\$6.18	
1 Landscaping 18.50 \$800.66 \$497.95 \$50.53 \$1,349.13 1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Flower Watering			12.00	\$265.08		\$124.56	
1 Miscellaneous 7.00 \$485.45 \$209.23 8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Hive Removal			0.75	\$43.09		\$3.72	
8 Mowing 11.75 \$501.30 \$448.64 1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Landscaping			18.50	\$800.66	\$497.95	\$50.53	\$1,349.13
1 Mulching 0.50 \$24.79 \$23.86 95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Miscellaneous			7.00	\$485.45		\$209.23	
95 Park Rounds 84.75 \$3,046.95 \$510.46 42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	8	Mowing			11.75	\$501.30		\$448.64	
42 Planter Bed Maintenance 138.00 \$5,498.53 \$26.84 \$3,911.21 \$9,436.58 4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	1	Mulching			0.50	\$24.79		\$23.86	
4 Playground Repair 6.50 \$327.18 \$20.75 14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	95	Park Rounds			84.75	\$3,046.95		\$510.46	
14 Weed control 34.50 \$1,490.89 \$577.56 \$4,588.47 \$6,656.92	42	Planter Bed Maintenance			138.00	\$5,498.53	\$26.84	\$3,911.21	\$9,436.58
	4	Playground Repair			6.50	\$327.18		\$20.75	
GROUP TOTAL 443.25 \$17,397.78 \$1,114.21 \$11,976.48 \$30,488.47	14	Weed control			34.50	\$1,490.89	\$577.56	\$4,588.47	\$6,656.92
				GROUP TOTAL	443.25	\$17,397.78	\$1,114.21	\$11,976.48	\$30,488.47

Snow Ar	nd Ice Rem Work Order Type	Total WOs	1
1	Snow Removal		
Stormwa wos	ater Work Order Type	Total WOs	18
2 1 1 1 9 4	Repair Culvert Repair Discharge P Stormwater Main N Stormwater Main R Stormwater Structu Stormwater Structu	ew Install epair ıre Repair	
Streets wos	Work Order Type	Total WOs	51
1 8 26 15	Curb Replace Pavement Maintena Sidewalk Replace Street Sweeping	ance	
Traffic wos	Work Order Type Pole Maintenance	Total WOs	1
Water wos	Work Order Type	Total WOs	467
2 28 2 429 1 1 2	Curb Stop Confirm Curb Stop Repair Curb Stop Turn Off Hydrant Flushing Hydrant Maintenan Hydrant Repair Water Lateral Line Water Main Break	/On	

	Hours	Labor	Materials	Equipment	Total
	1.00	\$7,150.00			\$7,150.00
GROUP TOTAL	1.00	\$7,150.00			\$0.00
	Hours	Labor	Materials	Equipment	Total
	2.50	\$121.81	\$32.13	\$82.41	\$236.34
	3.00	\$139.12	\$139.21	\$123.59	\$401.92
	12.00	\$554.40		\$268.90	
	13.00	\$594.38	\$23.85	\$598.81	\$1,217.04
	39.02	\$1,784.30	\$300.50	\$1,881.13	\$3,965.92
	20.82	\$983.15	\$172.93	\$888.93	\$2,045.01
GROUP TOTAL	90.34	\$4,177.16	\$668.61	\$3,843.76	\$8,689.53
	Hours	Labor	Materials	Equipment	Total
	2.00	\$61.42		\$26.75	
	5.48	\$211.99	\$95.25	\$109.03	\$416.27
	198.78	\$8,803.88	\$240.00	\$11,585.73	\$20,629.61
	75.99	\$3,063.41	\$830.80	\$2,022.38	\$5,916.59
	117.75	\$7,579.31	\$107.42	\$10,464.28	\$18,151.02
GROUP TOTAL	400.00	\$19,720.02	\$1,273.47	\$24,208.18	\$45,201.66
	Hours	Labor	Materials	Equipment	Total
	1.50	\$80.04		\$43.82	
GROUP TOTAL	1.50	\$80.04		\$43.82	\$123.86
	Hours	Labor	Materials	Equipment	Total
	1.10	\$53.47	\$5.21	\$15.46	\$74.14
	41.74	\$2,142.63	\$304.16	\$624.44	\$3,071.24
	0.50	\$25.26		\$5.60	
	78.14	\$3,969.83		\$910.30	
	1.00	\$14,625.00			\$14,625.00
	0.50	\$25.75	\$0.00	\$4.79	\$30.54
	1.00	\$39.98	\$14.89	\$2,838.69	\$2,893.56
	50.00	\$2,195.27	\$790.41	\$5,213.90	\$8,199.58
GROUP TOTAL	173.98	\$23,077.19	\$1,114.67	\$9,613.18	\$33,805.05

Public Works Operating and MaintenanceTotals

<u>WOs</u>	<u>Hours</u>	<u>Labor</u>	<u>Materials</u>	Equipment	<u>TOTAL</u>
963	1,503	\$87,610.71	\$15,615.86	\$62,712.22	\$165,938.79

umber of				Regular				
Repairs	Repair Location			Hours	OT Hours	Labor Cost	Part Cost	Total Cost
	VILLAGE HALL	Total WOs 1:	27					
13	Equipment Maintenanc			12.50	0.00	\$1,250.00	\$0.00	\$1,250.0
5	Install			3.25	0.00	\$325.00	\$0.00	\$325.0
8	Department Pick Up			3.50	0.00	\$350.00	\$1,791.48	\$2,141.4
10	Inspection			13.00	0.00	\$1,300.00	\$0.00	\$1,300.0
49	Restock			5.11	0.00	\$511.00	\$654.08	\$1,165.0
12	Pm			16.50	0.00	\$1,650.00	\$0.00	\$1,650.0
3	Event			0.65	0.00	\$65.00	\$0.00	\$65.0
13	Repair			22.00	0.00	\$2,200.00	\$712.96	\$2,912.9
12	General Service			19.00	5.75	\$1,900.00	\$0.00	\$1,900.0
1	Ppe			0.00	0.00	\$0.00	\$37.34	\$37.
1	Training			0.00	0.00	\$0.00	\$0.00	\$0.0
		Γ	GROUP TOTAL	95.51	5.75	\$9,551.00	\$3,195.86	\$12,746.8
	PUBLIC WORKS	Total WOs 2	69					
1	Trash			0.00	0.00	\$0.00	\$0.00	\$0.0
11	Install			17.25	0.00	\$1,725.00	\$184.02	\$1,909.
73	Department Pick Up			8.50	0.00	\$850.00	\$18,375.32	\$19,225.3
81	Inspection			60.75	0.00	\$6,075.00	\$271.11	\$6,346.
30	Restock			5.81	0.00	\$581.00	\$1,104.67	\$1,685.
11	Pm			6.25	0.00	\$625.00	\$0.00	\$625.
4	Event			1.65	0.00	\$165.00	\$0.00	\$165.
9	Repair			22.50	0.00	\$2,250.00	\$0.00	\$2,250.
22	General Service			48.75	0.75	\$4,875.00	\$52.92	\$4,927.
17	Ppe			0.00	0.00	\$0.00	\$35.78	\$35.
5	Stockroom			17.00	0.00	\$1,700.00	\$0.00	\$1,700.
5	Training			19.25	0.00	\$1,925.00	\$0.00	\$1,925.
		Γ	GROUP TOTAL	207.71	0.75	\$20,771.00	\$20,023.82	\$40,794.8
	WASTE WATER PLANT	Total WOs 4						
1	Inspection			1.00	0.00	\$100.00	\$0.00	\$100.0
3	General Service			3.00	0.50	\$300.00	\$0.00	\$300.
		Γ	GROUP TOTAL	4.00	0.50	\$400.00	\$0.00	\$400.0
	WATER PLANT 1	Total WOs 2						
1	Install			1.50	0.00	\$150.00	\$0.00	\$150.0

1	General Service			1.00	0.00	\$100.00	\$0.00	\$100.00
		Γ	GROUP TOTAL	2.50	0.00	\$250.00	\$0.00	\$250.00
	WATER PLANT 3	Total WOs 7						
3	Inspection			3.25	0.00	\$325.00	\$0.00	\$325.00
3	Repair			4.25	0.00	\$425.00	\$0.00	\$425.00
1	General Service			1.50	0.00	\$150.00	\$0.00	\$150.00
		Γ	GROUP TOTAL	9.00	0.00	\$900.00	\$0.00	\$900.00
	H.V.H.	Total WOs 4						
1	Trash			0.75	0.00	\$75.00	\$0.00	\$75.00
1	Equipment Maintenanc			0.50	0.00	\$50.00	\$0.00	\$50.00
2	Install			1.75	0.00	\$175.00	\$2.32	\$177.32
1	Department Pick Up			2.50	0.00	\$250.00	\$0.00	\$250.00
7	Inspection			4.00	0.00	\$400.00	\$0.00	\$400.00
18	Restock			1.10	0.00	\$110.00	\$49.88	\$159.88
2	Event			0.40	0.00	\$40.00	\$0.00	\$40.00
6	Repair			11.00	0.00	\$1,100.00	\$0.00	\$1,100.00
4	General Service			2.75	0.75	\$275.00	\$0.00	\$275.00
1	Clean			0.20	0.00	\$20.00	\$0.00	\$20.00
•	Gicari	Г	GROUP TOTAL	24.95	0.75	\$2,495.00	\$52.20	\$2,547.20
	BOOL	Total WOs 4		24.55	0.13	Ψ2,733.00	Ψ32.20	Ψ2,541.20
_	POOL	10tal 1105 4	,	40.50	0.00	#4 0F0 00	#0.00	64.050.0
5	Install			13.50	0.00	\$1,350.00	\$0.00	\$1,350.00
10	Department Pick Up			5.30	0.00	\$530.00	\$848.05	\$1,378.0
2	Inspection			2.00	0.00	\$200.00	\$0.00	\$200.00
1	Restock			1.00	0.00	\$100.00	\$15.66	\$115.66
19	Repair			19.50	0.00	\$1,950.00	\$35.90	\$1,985.90
6	General Service			26.00	0.00	\$2,600.00	\$0.00	\$2,600.00
1	Clean			1.50	0.00	\$150.00	\$0.00	\$150.00
		L	GROUP TOTAL	68.80	0.00	\$6,880.00	\$899.61	\$7,779.61
	HUNTING BOOSTER	Total WOs 3						
3	General Service	_		3.00	0.00	\$300.00	\$0.00	\$300.00
		L	GROUP TOTAL	3.00	0.00	\$300.00	\$0.00	\$300.00
	<u>CEMETERY</u>	Total WOs 6	_					
3	Event			0.90	0.00	\$90.00	\$17.51	\$107.5°
3	General Service			0.00	0.75	\$0.00	\$0.00	\$0.00
		Г	GROUP TOTAL	0.90	0.75	\$90.00	\$17.51	\$107.51
	KELLIER	Total WOs 1						
1	Repair			1.00	0.00	\$100.00	\$0.00	\$100.00
•	. topan	Г	GROUP TOTAL	1.00	0.00	\$100.00	\$0.00	\$100.00
	PRESIDENTIAL	Total WOs 2			0.00	VIOUIU	Ψοιου	V100.00
4	Department Pick Up	10ta1 VVO3 Z		0.00	0.00	\$0.00	\$316.59	\$316.59
1	General Service							
1	General Service	г	ODOUD TOTAL	1.00	0.00	\$100.00	\$0.00	\$100.00
	DIVER 5001/5	Total MO = 4	GROUP TOTAL	1.00	0.00	\$100.00	\$316.59	\$416.59
ā	RIVER FRONT	Total WOs 4			•		A	.
1	Event			0.15	0.00	\$15.00	\$0.00	\$15.00
3	General Service			0.00	0.75	\$0.00	\$0.00	\$0.00
		L	GROUP TOTAL	0.15	0.75	\$15.00	\$0.00	\$15.00

54	8	434.26		\$43,426.00		\$25,1	19.99	\$68,545.99	
Number of	WOs:	Total Hours:	Total OT Hours:	Tot	al Labor Cost:	Total Material	Cost:	Total Repair Cost:	
			Building M	laintena	nce Totals				
			GROUP TOTAL	1.25	0.00	\$125.00	\$0.00	\$125.00	
1	General Service	•		1.25	0.00	\$125.00	\$0.00	\$125.00	
	COUNTRYSID	E BOOSTER Total WOs	1						
			GROUP TOTAL	14.49	0.00	\$1,449.00	\$614.40	\$2,063.40	
2	General Service	•		4.00	0.00	\$400.00	\$84.55	\$484.55	
4	Repair			5.50	0.00	\$550.00	\$11.64	\$561.64	
27	Restock			2.24	0.00	\$224.00	\$518.21	\$742.21	
2	Inspection			2.75	0.00	\$275.00	\$0.00	\$275.00	
	<u>P.D.</u>	Total WOs	35						

Fleet M	aintenance						
Number of Repairs	Repair Type		Regular Hours	OT Hours	Labor Cost	Part Cost	Total Cost
40	Diagnose	Diagnose	33.80	0	\$3,549.00	\$5,015.80	\$8,564.80
177	Operator's Report	Operator's Report	108.45	1	\$11,387.25	\$5,076.29	\$16,463.54
8	Inspection Routine	Inspection Routine	14.10	0	\$1,480.50	\$76.98	\$1,557.48
109	РМ	PM	105.40	0	\$11,067.00	\$2,948.70	\$14,015.70
2	STOCKROOM	Stockroom	0.00	0	\$0.00	\$10.97	\$10.97
6	Training	Training	40.10	0	\$4,210.50	\$0.00	\$4,210.50
2	Maufacturer Recall	Manufacturer Recall	2.00	0	\$210.00	\$0.00	\$210.00
43	Parts Pick up	Parts Pick Up	14.75	0	\$1,548.75	\$1,935.42	\$3,484.17
21	GOVDEALS		0.00	0	\$0.00	\$0.00	\$0.00

Fleet Maintenance Totals

Number of WOs:	Total Hours:	Total OT Hours: Total Labor Cost:		Total Material Cost:	Total Repair Cost:		
408	318.60	0	\$33,453.00	\$15,064.16	\$48,517.16		
Breakdowns	225		Vehicle Modification	/Repair 43			
Driver Reported/Diag	nosed 111		Accident/Vandalism	225			
Inspection/Warranty	6		Stockroom/Training	0			
Preventitive Maintena	nnce 2						

Report Totals

<u>WOs</u>	<u>Total Hours</u>	<u>Labor Cost</u>	Material Cost	Equip Cost
1,919	2,255.49	\$164,489.71	\$74,106.02	\$62,712.22

Total Cost \$301,307.95

ORDINANCE NO. 2017-

An Ordinance Establishing Prevailing Wage Rates for the Village of Algonquin

WHEREAS, the Village of Algonquin, McHenry and Kane Counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's home rule powers and functions as granted in the Constitution of the State of Illinois.

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended (820 ILCS 130/1 *et seq.*); and

WHEREAS, the aforesaid Act requires that the President and Board of Trustees of the Village of Algonquin investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Village employed in performing construction of public works, for said Village.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois, as follows:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by State, County, City or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Village of Algonquin is hereby ascertained to be the same as the prevailing rate of wages for construction work in the McHenry County and Kane County area as determined by the Illinois Department of Labor to be in effect as of June of 2017 which determination can be found at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/2016-Rates.aspx and is incorporated herein by reference. The definition of any terms appearing in this Ordinance which are also used in the aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Village of Algonquin to the extent required by the aforesaid Act.

SECTION 3: The Clerk shall publicly post or keep available for inspection by any interested party in the main office of the Village of Algonquin the determinations or any revisions of such prevailing rate of wage. Copies of these determinations or of the current revised determination of prevailing rates of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Clerk shall promptly file a certified copy of this Ordinance with the Illinois Department of Labor in Springfield.

SECTION 6: The Clerk shall cause to be published in a newspaper of general circulation within the area a notice of passage of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Voting Aye:	
Voting Nay:	
Absent:	
Abstain:	
	APPROVED:
(SEAL) ATTEST:	Village President John Schmitt
Village Clerk Gerald S. Kautz	
Passed:	<u></u>
Approved:	
Published:	
Prepared by: Kelly A. Cahill, Village Attorney Zukowski, Rogers, Flood and McArdle 50 Virginia Street	

Crystal Lake, IL 60014

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CERTIFICATION

McHenry and Kane Counties, Illinois, and that as cords and minutes and proceedings of the President
gular meeting of the President and Board of Trustees day of June, 2017, the foregoing Ordinance and Wage Rates for the Village of Algonquin, was ustees of the Village of Algonquin.
2017, including the Ordinance and a cover sch Ordinance was posted in the Village Hall, 2200 acing on the day of, 2017, c. Copies of such Ordinance were also available for the Village Clerk.
fixed my name as Clerk and caused the seal of said day of, 2017.
Gerald S. Kautz, Village Clerk Village of Algonquin, McHenry and Kane counties, Illinois

This schedule contains the prevailing wage rates required to be paid for work performed on or after Monday, June 5, 2017 on public works projects in this County. Pursuant to 820 ILCS 130/4, public bodies in this County that have active public works projects are responsible for notifying all contractors and subcontractors working on those public works projects of the change (if any) to rates that were previously in effect. The failure of a public body to provide such notice does not relieve contractors or subcontractors of their obligations under the Prevailing Wage Act, including the duty to pay the relevant prevailing wage in effect at the time work subject to the Act is performed.

MCHENRY COUNTY PREVAILING WAGE RATES EFFECTIVE JUNE 5, 2017

,				Base	Foreman	M-F							
TradeTitle	Region	Type	Class	Wage	Wage	OT	OSA	OSH	H/W	Pension	Vacation	Training	
ASBESTOS ABT-GEN	All	All		40.40	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50	
ASBESTOS ABT-MEC	All	BLD		37.46	39.96	1.5	1.5	2.0	11.62	11.06	0.00	0.72	
BOILERMAKER	All	BLD		47.07	51.30	2.0	2.0	2.0	6.97	18.13	0.00	0.40	
BRICK MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85	
CARPENTER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.61	0.00	0.63	
CEMENT MASON	All	All		43.95	45.95	2.0	1.5	2.0	10.00	19.66	0.00	0.50	
CERAMIC TILE FNSHER	All	BLD		37.81	37.81	1.5	1.5	2.0	10.55	10.12	0.00	0.65	
COMMUNICATION TECH	All	BLD		37.39	39.49	1.5	1.5	2.0	11.30	12.97	0.00	0.66	
ELECTRIC PWR EQMT													
OP	All	All		37.89	51.48	1.5	1.5	2.0	5.00	11.75	0.00	0.38	
ELECTRIC PWR EQMT													
OP	All	HWY		40.59	55.15	1.5	1.5	2.0	5.25	12.59	0.00	0.71	
ELECTRIC PWR													
GRNDMAN	All	All		29.30	51.48	1.5	1.5	2.0	5.00	9.09	0.00	0.29	
ELECTRIC PWR													
GRNDMAN	All	HWY		32.50	55.15	1.5	1.5	2.0	5.25	10.09	0.00	0.58	
ELECTRIC PWR													
LINEMAN	All	All		45.36	51.48	1.5	1.5	2.0	5.00	14.06	0.00	0.45	
ELECTRIC PWR													
LINEMAN	All	HWY		48.59	55.15	1.5	1.5	2.0	5.25	15.07	0.00	0.85	
ELECTRIC PWR TRK DRV	All	All		30.34	51.48	1.5	1.5	2.0	5.00	9.40	0.00	0.30	

ELECTRIC PWR TRK DRV	All	HWY		31.40	53.29	1.5	1.5	2.0	5.00	9.73	0.00	0.31
ELECTRICIAN	All	All		46.02	50.42	1.5	1.5	2.0	14.07	15.33	0.00	0.92
ELEVATOR												
CONSTRUCTOR	All	BLD		51.94	58.43	2.0	2.0	2.0	14.43	14.96	4.16	0.90
FENCE ERECTOR	Ε	All		38.34	40.34	1.5	1.5	2.0	13.15	13.10	0.00	0.40
FENCE ERECTOR	S	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
GLAZIER	All	BLD		41.70	43.20	1.5	2.0	2.0	13.94	18.99	0.00	0.94
HT/FROST INSULATOR	All	BLD		49.95	52.45	1.5	1.5	2.0	11.62	12.26	0.00	0.72
IRON WORKER	Ε	All		46.20	48.20	2.0	2.0	2.0	13.65	21.52	0.00	0.35
IRON WORKER	S	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
IRON WORKER	W	All		36.29	38.10	2.0	2.0	2.0	11.94	23.69	0.00	0.60
LABORER	All	All		40.20	40.95	1.5	1.5	2.0	13.52	12.28	0.00	0.50
LATHER	All	All		42.52	44.52	1.5	1.5	2.0	13.29	12.76	0.00	0.63
MACHINIST	All	BLD		45.35	47.85	1.5	1.5	2.0	7.26	8.95	1.85	0.00
MARBLE FINISHERS	All	All		33.45	36.80	1.5	1.5	2.0	10.25	14.44	0.00	0.46
MARBLE MASON	All	BLD		44.13	48.54	1.5	1.5	2.0	10.25	14.97	0.00	0.59
MATERIAL TESTER I	All	All		30.20	30.20	1.5	1.5	2.0	13.52	12.28	0.00	0.50
MATERIALS TESTER II	All	All		35.20	35.20	1.5	1.5	2.0	13.52	12.28	0.00	0.50
MILLWRIGHT	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.61	0.00	0.63
OPERATING ENGINEER	All	BLD	1	49.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	2	47.80	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	3	45.25	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	4	43.50	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	5	52.85	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	6	50.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	7	52.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	FLT		37.00	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	HWY	1	47.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	2	46.75	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	3	44.70	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	4	43.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	5	42.10	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30

OPERATING ENGINEER	All	HWY	6	50.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	7	48.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
ORNAMNTL IRON												
WORKER	Ε	All		45.75	48.25	2.0	2.0	2.0	13.65	18.99	0.00	0.75
ORNAMNTL IRON												
WORKER	S	All		45.06	48.66	2.0	2.0	2.0	10.52	20.76	0.00	0.40
PAINTER	All	All		42.93	44.93	1.5	1.5	1.5	10.30	8.20	0.00	1.35
PAINTER SIGNS	All	BLD		33.92	38.09	1.5	1.5	1.5	2.60	2.71	0.00	0.00
PILEDRIVER	All	All		44.35	46.35	1.5	1.5	2.0	11.79	16.40	0.00	0.63
PIPEFITTER	All	BLD		47.50	50.50	1.5	1.5	2.0	9.55	17.85	0.00	2.07
PLASTERER	All	BLD		44.63	45.94	1.5	1.5	2.0	10.25	15.03	0.00	0.85
PLUMBER	All	BLD		48.25	50.25	1.5	1.5	2.0	14.09	12.65	0.00	1.18
ROOFER	All	BLD		41.70	44.70	1.5	1.5	2.0	8.28	11.59	0.00	0.53
SHEETMETAL WORKER	All	BLD		45.77	47.77	1.5	1.5	2.0	10.65	14.10	0.00	0.82
SIGN HANGER	All	BLD		26.07	27.57	1.5	1.5	2.0	3.80	3.55	0.00	0.00
SPRINKLER FITTER	All	BLD		47.20	49.20	1.5	1.5	2.0	12.25	11.55	0.00	0.55
STEEL ERECTOR	Е	All		46.20	48.20	2.0	2.0	2.0	13.65	21.52	0.00	0.35
STEEL ERECTOR	S	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
STONE MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
TERRAZZO FINISHER	All	BLD		39.54	39.54	1.5	1.5	2.0	10.55	11.79	0.00	0.67
TERRAZZO MASON	All	BLD		43.38	43.38	1.5	1.5	2.0	10.55	13.13	0.00	0.79
TILE MASON	All	BLD		43.84	47.84	1.5	1.5	2.0	10.55	11.40	0.00	0.99
TRAFFIC SAFETY WRKR	All	HWY		32.75	34.35	1.5	1.5	2.0	8.45	6.05	0.00	0.50
TRUCK DRIVER	All	All	1	37.05	37.60	1.5	1.5	2.0	9.00	7.50	0.00	0.15
TRUCK DRIVER	All	All	2	37.20	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TRUCK DRIVER	All	All	3	37.40	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TRUCK DRIVER	All	All	4	37.60	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TUCKPOINTER	All	BLD		44.90	45.90	1.5	1.5	2.0	8.30	14.29	0.00	0.48

Explanations

MCHENRY COUNTY

FENCE ERECTOR (EAST) - That part of the county East and Northeast of a line following Route 31 North to Route 14, northwest to Route 47 north to the Wisconsin State Line.

IRONWORKERS (EAST) - That part of the county East of Rts. 47 and 14.

IRONWORKERS (SOUTH) - That part of the county South of Route 14 and East of Route 47.

IRONWORKERS (WEST) - That part of the county West of Route 47.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the

appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or

similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS TECHNICIAN

Construction, installation, maintenance and removal of telecommunication facilities (voice, sound, data and video), telephone, security systems, fire alarm systems that are a component of a multiplex system and share a common cable, and data inside wire,

interconnect, terminal equipment, central offices, PABX and equipment, micro waves, V-SAT, bypass, CATV, WAN (wide area network), LAN (local area networks), and ISDN (integrated system digital network), pulling of wire in raceways, but not the installation of raceways.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material,

mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel,

fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with
Caisson Attachment; Batch Plant; Benoto (requires Two Engineers);
Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant;
Combination Back Hoe Front End-loader Machine; Compressor and Throttle
Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete
Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete
Paver 27E cu. ft. and Under: Concrete Placer; Concrete Placing Boom;
Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes,
Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider
Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling;
Formless Curb and Gutter Machine; Grader, Elevating; Grouting
Machines; Heavy Duty Self-Propelled Transporter or Prime Mover;

Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists,

Elevators, outside type rack and pinion and similar machines; Hoists,

One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic

Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment);

Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators;

Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump

Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum

Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder;

Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation

of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom;

Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete
Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks;
Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists,
Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine;
Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled);
Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors,

All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator;
Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes;

Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve;
Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front
Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with
attachments); Compressor and Throttle Valve; Compressor, Common

Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine -Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender;
Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over);

Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.;

Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All

Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe

Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven;

Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam

Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats;

Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator;
Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic
Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All
(1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300
ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding
Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEERS - FLOATING

Diver. Diver Wet Tender, Diver Tender, ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TRAFFIC SAFETY - work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors;

Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards;

Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or

Turnatrailers when pulling other than self-loading equipment or

similar equipment under 16 cubic yards; Mixer Trucks under 7 yeards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the

Department generally has on file such definitions which are available.

If a task to be performed is not subject to one of the

classifications of pay set out, the Department will upon being

contacted state which neighboring county has such a classification and

provide such rate, such rate being deemed to exist by reference in

this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

This schedule contains the prevailing wage rates required to be paid for work performed on or after Monday, June 5, 2017 on public works projects in this County. Pursuant to 820 ILCS 130/4, public bodies in this County that have active public works projects are responsible for notifying all contractors and subcontractors working on those public works projects of the change (if any) to rates that were previously in effect. The failure of a public body to provide such notice does not relieve contractors or subcontractors of their obligations under the Prevailing Wage Act, including the duty to pay the relevant prevailing wage in effect at the time work subject to the Act is performed.

KANE COUNTY
PREVAILING WAGE
RATES EFFECTIVE JUNE
5, 2017

				Base	Foreman	M-F						
TradeTitle	Region	Type	Class	Wage	Wage	OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	All	All		40.40	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50
ASBESTOS ABT-MEC	All	BLD		37.46	39.96	1.5	1.5	2.0	11.62	11.06	0.00	0.72
BOILERMAKER	All	BLD		47.07	51.30	2.0	2.0	2.0	6.97	18.13	0.00	0.40
BRICK MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
CARPENTER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.61	0.00	0.63
CEMENT MASON	All	All		43.95	45.95	2.0	1.5	2.0	10.00	19.66	0.00	0.50
CERAMIC TILE FNSHER	All	BLD		37.81	37.81	1.5	1.5	2.0	10.55	10.12	0.00	0.65
COMMUNICATION												
TECH	N	BLD		37.39	39.49	1.5	1.5	2.0	11.30	12.97	0.00	0.66
COMMUNICATION								• •	40.00	40.00		4.0=
TECH	S	BLD		39.02	41.27	1.5	1.5	2.0	10.90	10.93	0.00	1.37
ELECTRIC PWR EQMT OP	All	All		37.89	51.48	1.5	1.5	2.0	5.00	11.75	0.00	0.38
ELECTRIC PWR EQMT	All	AII		37.09	31.40	1.5	1.5	2.0	3.00	11.73	0.00	0.36
OP	All	HWY		40.59	55.15	1.5	1.5	2.0	5.25	12.59	0.00	0.71
ELECTRIC PWR												
GRNDMAN	All	ALL		29.30	51.48	1.5	1.5	2.0	5.00	9.09	0.00	0.29
ELECTRIC PWR												
GRNDMAN	All	HWY		32.50	55.15	1.5	1.5	2.0	5.25	10.09	0.00	0.58
ELECTRIC PWR												
LINEMAN	All	All		45.36	51.48	1.5	1.5	2.0	5.00	14.06	0.00	0.45
ELECTRIC PWR LINEMAN	All	HWY		48.59	55.15	1.5	1.5	2.0	5.25	15.07	0.00	0.85
LINEIVIAIN	AII	IVVI		40.33	33.13	1.5	1.5	2.0	5.25	15.07	0.00	0.65

ELECTRIC PWR TRK												
DRV	All	All		30.34	51.48	1.5	1.5	2.0	5.00	9.40	0.00	0.30
ELECTRIC PWR TRK				24.42				• •			0.00	
DRV	All	HWY		31.40	53.29	1.5	1.5	2.0	5.00	9.73	0.00	0.31
ELECTRICIAN	N	All		46.02	50.42	1.5	1.5	2.0	14.07	15.33	0.00	0.92
ELECTRICIAN	S	BLD		48.63	52.88	1.5	1.5	2.0	11.31	13.62	0.00	1.70
ELEVATOR		5.5			=0.40		• •	• •				
CONSTRUCTOR	All	BLD		51.94	58.43	2.0	2.0	2.0	14.43	14.96	4.16	0.90
FENCE ERECTOR	All	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
GLAZIER	All	BLD		41.70	43.20	1.5	2.0	2.0	13.94	18.99	0.00	0.94
HT/FROST INSULATOR	All	BLD		49.95	52.45	1.5	1.5	2.0	11.62	12.26	0.00	0.72
IRON WORKER	All	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
LABORER	All	All		40.20	40.95	1.5	1.5	2.0	13.52	12.28	0.00	0.50
LATHER	All	All		42.52	44.52	1.5	1.5	2.0	13.29	12.76	0.00	0.63
MACHINIST	All	BLD		45.35	47.85	1.5	1.5	2.0	7.26	8.95	1.85	0.00
MARBLE FINISHERS	All	All		33.45	33.45	1.5	1.5	2.0	10.25	14.44	0.00	0.46
MARBLE MASON	All	BLD		44.13	48.54	1.5	1.5	2.0	10.25	14.97	0.00	0.59
MATERIAL TESTER I	All	All		30.20	30.20	1.5	1.5	2.0	13.52	12.28	0.00	0.50
MATERIALS TESTER II	All	All		35.20	35.20	1.5	1.5	2.0	13.52	12.28	0.00	0.50
MILLWRIGHT	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.61	0.00	0.63
OPERATING ENGINEER	All	BLD	1	49.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	2	47.80	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	3	45.25	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	4	43.50	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	5	52.85	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	6	50.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	7	52.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	FLT		37.00	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	HWY	1	47.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	2	46.75	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	3	44.70	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30

OPERATING ENGINEER	All	HWY	4	43.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	5	42.10	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	6	50.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	7	48.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
ORNAMNTL IRON												
WORKER	All	All		45.06	48.66	2.0	2.0	2.0	10.52	20.76	0.00	0.70
PAINTER	All	All		42.93	44.93	1.5	1.5	1.5	10.30	8.20	0.00	1.35
PAINTER SIGNS	All	BLD		33.92	38.09	1.5	1.5	1.5	2.60	2.71	0.00	0.00
PILEDRIVER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.61	0.00	0.63
PIPEFITTER	All	BLD		47.50	50.50	1.5	1.5	2.0	9.55	17.85	0.00	2.07
PLASTERER	All	BLD		42.25	44.79	1.5	1.5	2.0	13.65	9.50	5.00	0.65
PLUMBER	All	BLD		48.25	50.25	1.5	1.5	2.0	14.09	12.65	0.00	1.18
ROOFER	All	BLD		41.70	44.70	1.5	1.5	2.0	8.28	11.59	0.00	0.53
SHEETMETAL WORKER	All	BLD		45.77	47.77	1.5	1.5	2.0	10.65	14.10	0.00	0.82
SIGN HANGER	All	BLD		26.07	27.57	1.5	1.5	2.0	3.80	3.55	0.00	0.00
SPRINKLER FITTER	All	BLD		47.20	49.20	1.5	1.5	2.0	12.25	11.55	0.00	0.55
STEEL ERECTOR	All	All		45.56	49.20	2.0	2.0	2.0	11.02	21.51	0.00	0.70
STONE MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
TERRAZZO FINISHER	All	BLD		39.54	39.54	1.5	1.5	2.0	10.55	11.79	0.00	0.67
TERRAZZO MASON	All	BLD		43.38	43.38	1.5	1.5	2.0	10.55	13.13	0.00	0.79
TILE MASON	All	BLD		43.84	47.84	1.5	1.5	2.0	10.55	11.40	0.00	0.99
TRAFFIC SAFETY WRKR	All	HWY		33.50	35.10	1.5	1.5	2.0	8.10	7.62	0.00	0.25
TRUCK DRIVER	All	All	1	36.30	36.85	1.5	1.5	2.0	8.10	9.76	0.00	0.15
TRUCK DRIVER	All	All	2	36.45	36.85	1.5	1.5	2.0	8.10	9.76	0.00	0.15
TRUCK DRIVER	All	All	3	36.65	36.85	1.5	1.5	2.0	8.10	9.76	0.00	0.15
TRUCK DRIVER	All	All	4	36.85	36.85	1.5	1.5	2.0	8.10	9.76	0.00	0.15
TUCKPOINTER	All	BLD		44.90	45.90	1.5	1.5	2.0	8.30	14.29	0.00	0.48

KANE COUNTY

ELECTRICIANS AND COMMUNICATIONS TECHNICIAN (NORTH) - Townships of Burlington, Campton, Dundee, Elgin, Hampshire, Plato, Rutland, St.

Charles (except the West half of Sec. 26, all of Secs. 27, 33, and 34, South half of Sec. 28, West half of Sec. 35), Virgil and Valley

View CCC and Elgin Mental Health Center.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor

surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS TECHNICIAN

Construction, installation, maintenance and removal of telecommunication facilities (voice, sound, data and video), telephone, security systems, fire alarm systems that are a component of a multiplex system and share a common cable, and data inside wire, interconnect, terminal equipment, central offices, PABX and equipment, micro waves, V-SAT, bypass, CATV, WAN (wide area network), LAN (local area networks), and ISDN (integrated system digital network), pulling of wire in raceways, but not the installation of raceways.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters

cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel,

fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under: Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic

Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment);
Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators;
Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump
Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum
Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder;
Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation
of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom;
Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck

Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining

Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine -Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender;
Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over);
Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.;
Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All
Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe
Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven;
Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam
Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats;
Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator;
Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic
Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All
(1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEERS - FLOATING

Diver. Diver Wet Tender, Diver Tender, ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TRAFFIC SAFETY - work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for

transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors;

Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards;
Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or
Turnatrailers when pulling other than self-loading equipment or
similar equipment under 16 cubic yards; Mixer Trucks under 7 yards;
Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material

Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators

(regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

ORDINANCE NO. 2017 - O -

An Ordinance Approving a PUD Amendment and Amended Final Plat for Waterford of Algonquin/Glenloch (formerly Auburn Lakes)

WHEREAS, the Village of Algonquin, McHenry and Kane Counties, Illinois, ("Village") is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's home rule powers and functions as granted in the Constitution of the State of Illinois, and

WHEREAS, a petition was submitted to the Village of Algonquin ("Village") by CalAtlantic Homes and Cityview Algonquin Shores 166, L.P., requesting a PUD Amendment and Amended Final Plat on certain territory known as Waterford of Algonquin/Glenloch; and

WHEREAS, a public hearing was held before the Planning and Zoning Commission, after due notice in the manner provided by law; and

WHEREAS, the Algonquin Planning and Zoning Commission, after deliberation, has made a report and Finding of Facts, recommending the granting of said PUD Amendment for the Subject Property; and

WHEREAS, the President and Board of Trustees have considered the findings of fact, based upon the evidence presented at the public hearing, and the recommendation of the Planning and Zoning Commission, and the understandings and assertions relative to the proposed amendment;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the VILLAGE OF ALGONQUIN, McHenry and Kane Counties, Illinois as follows:

SECTION 1: The Amendment to the PUD for Waterford of Algonquin/Glenloch, to eliminate the seventy (70) townhomes proposed in the project, in lieu of replacement by single family detached homes, relocate the community center, eliminate the condominium building and making other changes, is hereby approved subject to the following conditions:

- 1. That all offsite and onsite utilities serving the Subject Property shall be underground and that site construction, utility installation and grading shall not commence until the Final Plat of Subdivision, Final Engineering Plan and Final Planned Development plan have been approved by the Village Board and recorded with the County, and appropriate surety for the subdivision improvements provided.
- 2. The Landscape Plans prepared by Gary R. Weber Associates, with the latest revision date of April 7, 2017, shall be revised to address the comments contained in the April 26, 2017 memorandum from the Public Works Department and the May 2, 2017 letter from Christopher Burke Engineering. There shall be landscaping around the monument signs that shall include plants that will be attractive in all seasons. A permit is required for installation of the monument signs. A more detailed plan shall be provided for the community center, and a typical foundation planting plan should be provided with all residential and Community Center the building elevations.

- 3. Engineering Plans, as prepared by Mackie Consultants, with the latest revision date of March 10, 2017 shall be revised to incorporate comments from the April 26, 2017 memorandum from the Public Works Department and the May 2, 2017 letter from Christopher Burke Engineering. The final engineering and site improvements shall include the water main looping at the north end of Mahogany Drive, the water main interconnection with the Village of Carpentersville at the south end of Indigo (Lot 19), and the removal of the foundation on Lot 19. No on-street perpendicular parking shall be allowed at the community center.
- 4. Final architectural elevations, product samples, color palletes, landscaping plans and antimonotony provisions shall be provided for the Community Center and the proposed model homes. All buildings shall follow the material specifications set forth in the original PUD, and all homes shall have minimum 12" overhangs, except models 45 feet in width and over shall be allowed six inch overhangs. All homes shall be provided with a minimum of one sprinkler head in the furnace room and one in the garage and/or kitchen, which shall comply with International Residential Code and Fire Code requirements. In exchange for the sprinkler installation, the buildings within the subdivision may be completed under existing Village Building Codes (as amended) in effect as of the date of this Ordinance, despite any subsequent updates or amendments to said Codes, including but not limited to:
 - International Residential Code/2006
 - International Building Code/2006
 - International Fire Code/2006
 - International Mechanical Code/2006
 - International Fuel Gas Code/2006
 - National Electrical Code/2002
 - Illinois State Plumbing Code/2004
 - International Energy Conservation Code/2006
 - International Property Maintenance Code/ 2006
 - Illinois Accessibility Code/1997

This building code exception shall only apply if construction of the model homes and development of the overall subdivision begins within 12 months of the date of this Ordinance and proceeds steadily to completion within six (6) years of the date of this Ordinance. If at any time a period of twelve months passes without either i) obtaining a permit and commencing construction on a new building; or ii) issuance of an occupancy permit for a new building; or if the project has any termination or collection of the subdivision bond, letter of credit or other security, this building code exception shall be terminated and all construction thereafter shall comply with the then-current building codes of the Village. The Letter of Awareness shall be revised to include notice of the sprinklers installed in the dwellings and the requisite maintenance.

5. The Final Plat of Subdivision as prepared by Mackie Consultants LLC, with the latest revision date of April 7, 2017, shall be revised to address comments from the April 26, 2017 memorandum from the Public Works Department, the May 2, 2017 letter from Christopher Burke Engineering, and the comments herein. The setbacks as outlined herein shall be correctly shown on the plat, with a detail of typical setbacks added. The front yard setbacks shall not be less than thirty feet (30°) on the existing single family lots, and not less than twenty-five feet on the replatted townhome "Flex Lots" and Lot 19. Side lots shall not be less than five and a half feet for all lots. Outlot C shall be combined with the adjacent single family lots, and Outlots F and G shall be dedicated to the Village as right of way. Lot 19 shall not be dedicated to the

Village for park land, but an easement shall be provided for the water main extension to the south property line. Lot 19 may also be resubdivided for additional single family home lots, or added to the private park land, or a combination of both. Prior to any construction on any outlots containing more than one "Flex Lot", a Permit Plat and a Plat of Resubdivision shall be provided to subdivide all Flex Lots within that Outlot, which shall be subject to Staff review and approval prior to recording. The plat shall be recorded prior to issuance of any building permit on any Flex Lot; no lot shall be transferred by "metes and bounds" description.

- 6. That the Covenants, Conditions and Restrictions shall be revised to include limitations that no Boat, Camper, Trailer or other Recreational Vehicle shall be parked or stored on private driveways for any extended period of time, and that all the disclosures and terms of the required Letter of Awareness shall be listed in the Covenants, Conditions and Restrictions;
- 7. The revised draft Letter of Awareness and revisions to the Covenants, Conditions and Restrictions, shall be submitted for staff review and approval prior to recording of the final plat;
- 8. That all other terms and conditions set forth in Ordinance 2003-O-33, 2005-O-52, and 2007-O-51 shall remain in full effect except as amended herein.
- SECTION 2: That all requirements set forth in the Algonquin Zoning Ordinance, as would be required by any owner of property zoned in the same manner as the Property shall be complied with, except as otherwise provided in this Ordinance.
- SECTION 3: The findings of fact on the petition to amend the PUD for the Subject Property are hereby accepted.
- SECTION 4: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.
- SECTION 5: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.
- SECTION 6: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Aye:	
Nay:	
Absent:	
Abstain:	APPROVED
(SEAL)	Village President John C. Schmitt

ATTEST:
Village Clerk Gerald S. Kautz
Passed:
Approved:
Published
Prepared by: Village Staff
Reviewed by:

Reviewed by: Kelly A. Cahill, Village Attorney Zukowski, Rogers, Flood & McArdle 50 Virginia Street Crystal Lake, Illinois 60014



Resolution for Improvement Under the Illinois Highway Code



		Resolution N	<u>umber</u>	Resolution Type	Section Number
				Original	15-00089-00-PV
BE IT RESOLVED, by the President and Bo	nard of Trustee	26	of the	Village	
	erning Body Type		_ or the		Public Agency Type
of Algonquin	- • • • •	that the follow	ving desci		s)/structure be improved under
Name of Local Public Agency	Contract				
the Illinois Highway Code. Work shall be done b	Contract or Da	ay Labor			
For Roadway/Street improvements:		-			
Name of Street(s)/Road(s)	Length (miles) Route		From	То
+ Sleepy Hollow Road	1.24		County	Line Road	Sleepy Hollow Road - Village Limit
For Structures:					
Name of Street(s)/Road(s)	Existing Structure No.	Route		Location	Feature Crossed
**					
BE IT FURTHER RESOLVED,					
That the proposed improvement shall consist the proposed improvement shall consist the proposed in the pr		roourfocin	a ond =	atahina	
Engineering, construction observation,	, miviə grinaing	, resurracin	iy and p	aching	
2. That there is hereby appropriated the sum o	f Two hundred	fifty thous	and doll	lare and no cont	•
 mat there is hereby appropriated the sum of the sum of the sum o	i wo nunated				
said section from the Local Public Agency's allo	otmont of Motor E		,	250,000.00) for the improvement of
said section from the Local Public Agency's alic BE IT FURTHER RESOLVED, that the Clerk is				fied originals of this	resolution to the district office
of the Department of Transportation.			(., 00, u		. 111. Main to the diother office
I, Gerald Kautz	Village	···		lerk in and for said	Village
Name of Clerk		ublic Agency Ty	/pe	ICIN III AIIU IOI SAIU _	Local Public Agency Type
of Algonquin	in the S	State aforesai	d, and ke	eper of the records	and files thereof, as provided by
Name of Local Public Agency				,	•
statute, do hereby certify the foregoing to be a	true, perfect and o	complete origi	nal of a re	esolution adopted by	1
	of Algonquin			at a meeting h	
Governing Body Type		f Local Public A		_	Date
IN TESTIMONY WHEREOF, I have hereunto s	et my hand and s	eal this Day	day c	ofMonth, Yea	ar
(SEAL)			'	wont, rea	ai
\	Cle [erk Signature			
	L		·········	Approved	
	Re	egional Enginee	er	Approved	
		epartment of Tra		on	Date



Resolution for Improvement Under the Illinois Highway Code



	,	Resolution Nu	<u>ımber</u>	Resolution Type	Section Number
				Supplemental	13-00086-00-RS
DE IT DECOLVED by the Procident and b	Roard of Truston	\c		Village	
BE IT RESOLVED, by the $\frac{President}{G}$	overning Body Type	<u></u>	_ or the	Village Local F	Public Agency Type
of Algonquin	• • • • • • • • • • • • • • • • • • • •	that the follow	ing desci		s)/structure be improved under
Name of Local Public Agency			Ū	, , , ,	,
the Illinois Highway Code. Work shall be done	by Contract Contract or Da	av Labor			
For Roadway/Street improvements:	Contract or Da	ay Labor			
Name of Street(s)/Road(s)	Length (miles) Route		From	То
+ Harper Drive	0.61	·	Edgewo	ood Drive	Harper Drive
+ Harper Court	0.08		Harper		Harper Court
For Structures:	I				<u></u>
Name of Street(s)/Road(s)	Existing Structure No.	Route	-	Location	Feature Crossed
4	Structure No.				
BE IT FURTHER RESOLVED,					
1. That the proposed improvement shall cons	sist of				
Engineering, construction observation		resurfacino	g and p	atching	W-10-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1
Engineering, constitution observation	n, rawo ganang	, resurraem	g and p	atoring	
	. Top the super		dua d a a	vienti dellere en	d ninet
2. That there is hereby appropriated the sum	of Ten thousand				a ninety cents
			llars(_ \$	310,370.90) for the improvement of
said section from the Local Public Agency's a					
BE IT FURTHER RESOLVED, that the Clerk	is hereby directed to	o transmit four	(4) certi	fied originals of this i	esolution to the district office
of the Department of Transportation.					with the same to t
I, Gerald Kautz	Village		С	lerk in and for said \	
Name of Clerk	Local Pu	ıblic Agency Ty _l	ре		Local Public Agency Type
of Algonquin	in the S	State aforesaio	d, and ke	eper of the records a	and files thereof, as provided by
Name of Local Public Agency					
statute, do hereby certify the foregoing to be	a true, perfect and c	omplete origin	nal of a re	esolution adopted by	
President and Board of Trustees	of Algonquin			at a meeting h	
Governing Body Type	Name of	Local Public A	gency		Date
IN TESTIMONY WHEREOF, I have hereunto	set my hand and se		day d		
(0541)		Day		Month, Yea	ſ
(SEAL)	Cle	erk Signature			
				Approved	
		gional Engineer			
	<u>De</u>	partment of Tra	nsportatio	on	Date



2017 - R -VILLAGE OF ALGONQUIN RESOLUTION

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ALGONQUIN, KANE AND MCHENRY COUNTIES ILLINOIS: that the Village President is authorized to execute an Agreement to Purchase a <u>Ford Interceptor Sedan (Taurus)</u>, not to exceed <u>\$30,844.00</u>, attached hereto and hereby made part hereof.

DATED this day of	, 2017
	APPROVED:
(seal)	
	John C. Schmitt, Village President
ATTEST:	
	by:
Gerald S. Kautz, Village Clerk	Michelle Weber, Deputy Clerk



WWW.MORROWBROTHERSFORDING.COM

Route 267 South • RR 2 Box 120 • Greenfield, IL 62044 (217) 368-3037 • Fax (217) 368-3517 • Toll Free 1-877-368-3038

STATE OF ILLINOIS POLICE PURSUIT VEHICLE GOVERNMENT PRICING

ORDERING AGENCY:		
CONTACT PERSON:		CELL:
FORD FLEET #	PURC PURC	HASE ORDER #
QUANTITY:		COST EACH: 8 25,084
ADDRESS:		
CITY:	ZIP CODE:	TAX EXEMPT # E999
PHONE:	FAX:	EMAIL:
TOTAL ORDER COST: \$ _		
SIGNATURE		TITLE

Morrow Brothers Ford Inc. RR 2 Box 120 Greenfield, IL 62044 Phone # 1-217-368-3037
Fax # 1-217-368-3517
Email: richie@morrowbrothersfordinc.com

PLEASE SUBMIT THIS SIGNED FORM WITH ORDER
PAYMENT DUE UPON DELIVERY

UTILITY POLICE INTERCEPTOR STANDARD EQUIPMENT

MECHANICAL

Alternator - 220-Amp

Battery - H.D. maintenance-free 78A/750-CCA

Brakes - 4-Wheel Heavy-Duty Disc w/H.D. Calipers

Column Shifter

Drivetrain - All-Wheel-Drive

Electric Power-Assist Steering (EPAS) - H.D.

Engine - 3.7L V6 Ti-VCT

Engine Hour Meter

Engine Oil Cooler

Fuel Tank - 18.6 gallons

Transmission - 6-speed automatic

EXTERIOR

Exhaust True Dual

Front Door-Lock Cylinders Driver / Passenger /Liftgate

Glass - 2nd and 3rd Row Privacy Glass

Headlamps - Halogen Projector (Bi- Functional)

Liftgate - Manual 1-Piece - Fixed Glass

Mirrors - Power Electric Remote, Manual Folding with Integrated Spotter

Spare - Full size 18" Tire w/TPMS

Tail lamps - LED

Tires - 245/55R18 A/S BSW

Wheels - 18" x 8.0 painted black steel with wheel hub cover

INTERIOR/COMFORT

Cargo Hooks

Air Conditioning

Door-Locks, Widows Power

Floor Covering H.D. Vinyl

Glove Box - Locking/non-illuminated

Lighting

- Overhead Console with sunglass holder
- 1st row task lights (driver and passenger)
- Dome Lamp 1st row (red/white)
- 2nd/3rd row overhead map light

Power-Adjustable Pedals (Driver Dead Pedal)

Powerpoints - (2) First Row

Seats

- Police Grade Cloth Dual Front Buckets
- Driver 6-way Power (fore/aft. Up/down, tilt with manual recline, 2-way manual lumbar)
- Steel intrusion plates in both driver/passenger seatbacks
- 2nd Row Vinyl, 60/40 Split Bench Seat fold-flat

Cruise Control

Speedometer - Calibrated

Steering Wheel - Manual / Tilt,

Universal Top Tray - Center of I/P for mounting equipment Windows, Power, 1-touch Down Driver-Side with disable

feature

SAFETY/SECURITY

AdvanceTrac® w/RSC® (Roll Stability Control™)
Airbags, 2nd generation driver & front-passenger,
side seat, Roll Curtain Airbags and Safety
Canopy®

Anti-Lock Brakes (ABS) with Traction Control Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row Tire Pressure Monitoring System (TPMS)

FUNCTIONAL

Easy Fuel® Capless Fuel-Filler MyFord®

- AM/FM / CD / MP3 Capable / Clock / 6 Speakers
- 4.2" Color LCD Screen Center-Stack "Smart Display"
- 5-way Steering Wheel Switches, Redundant Controls

Power pigtail harness

Recovery Hooks, Rear Only

Simple Fleet Key (w/o microchip, easy to replace)

Two-way radio pre-wire

Rear Window Defroster Heated

Wipers -Intermittent; Rear Dual Speed

Rear View Back-up Camera

OPTIONS INCLUDED

- *All-Wheel Drive
- *43D Interior Lights Disabled, Dark Mode
- *Drivers Side Whelen LED Spot Light
- *Ignition Override System
- *86P Front Headlamp Housing Prep
- *66B Tail Lamp Lighting Solution
- *5-Year/100,000 Mile Powertrain -

Extended Warranty, \$0 Deductible

□ 2017 AWD <u>Utility</u> Police Interceptor.....\$27,490.00

M2017 AWD Sedan Police Interceptor......\$24,220.00

☐ 65U Interior Upgrade Package ***Not recommended for radio and equipment mounting.***
- 1st and 2nd Row Carpet Floor Covering - Cloth Seats - Rear
- Center Floor Console less shifter w/unique Police console finish plate - Includes Console
- Top Plate - Finish 3 (incl. 2 cup holders) - Floor Mats, front and rear (carpeted)
Note: Not available with options: 67G, 67H and 67U
□ 86P Front Headlamp / Police Interceptor Housing Only
Note: Not available with options: 66A and 67H
□ 66A Front Headlamp Lighting Solution
□ 66B Tail Lamp Lighting Solution
- Includes base lamp plus two (2) rear integrated hemispheric lighthead white LED side warning lights in tail lamps Note: Not available with option: 67H
□ 66C Rear Lighting Solution
 Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open Note: Not available with option: 67H
□ 67G Cargo Wiring Upfit Package
- Vehicle Engine Harness:
 Two (2) light connectors – supports up to six (6) LED lights (engine compartment) Two (2) grille light connectors
Two (2) 50 amp battery ground circuits in right hand rear-quarter power distribution junction block
One (1) 10-amp siren/speaker circuit (engine to cargo area)
- Whelen Lighting PCC8R Control Head
 Whelen PCC8R Light Relay Center (mounted behind 2nd row seat) Light Controller / Relay Center Wiring (jumper harness)
Whelen Specific Cable (console to cargo area) Connects PCC8R to Control Head
- Pre-wiring for grille lamp, siren and speaker (60A)
Note: Not available with options: 65U, 67H and 67U
☐ 63L Rear Side Quarter Glass LED Warning (Utility Only)
□ 21L Auxiliary Front Warning (Utility Only)

☐ 67H Ready for the Road Package:	\$3,390.00
All-in Complete Package - Includes Police Interceptor Packages: 66A, 66B, 66C, plus	
- Whelen Cencom Light Controller Head	
- Whelen Cencom Relay Center / Siren / Amp (mounted behind 2nd row seat)	
- Light Controller / Relay Cencom Wiring (wiring harness)	
- Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head	
- Pre-wiring for grille lamp, siren and speaker (60A)	
- Rear console plate (85R) - contours through 2nd row; channel for wiring	
- Grille linear LED Lights (Red / Blue) - 100-Watt Siren / Speaker	
- Hidden Door-Lock Plunger / Rear-Door Handles Inoperable (52P)	
- Wiring Harness:	
Two (2) light cables – supports up to six (6) lights (engine compartment)	
• Two (2) grille light cables	
o Two (2) 50 amp battery and ground circuits in RH rear-quarter	
One (1) 10 amp Siren / Speaker circuit to engine cargo area	
Note: Not available with options: 66A; 66B; 66C; 67G, 67U	
□ 67U Ultimate Wiring Package	\$540.00
Includes the following:	
- Rear console mounting plate (85R) - contours through 2nd row; channel for wiring	
- Pre-wiring for grille lamp, siren and speaker (60A)	
- Wiring harness I/P to rear (overlay)	
o Two (2) light cables – supports up to six (6) lights (engine compartment)	
o Two (2) grille light cables	
One (1) 10-amp siren/speaker circuit engine cargo area	
Note: Not available with options: 65U, 67G, 67H	
Tiote: Tiot available vital options. 050, 070, 0711	
47C Police Wire Harness Connector Kit - Front	\$115.00
For connectivity to Ford PI Package solutions includes:	
(2) Male 4-pin connectors for siren	
(5) Female 4-pin connectors for lighting/siren/speaker	
• (1) 4-pin IP connector for speakers	
• (1) 4-pin IP connector for siren controller connectivity	
• (1) 8-pin sealed connector	
• (1) 14-pin IP connector	
Note: See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com	
21P Police Wire Harness Connector Kit - Rear.	\$130.00
For connectivity to Ford PI Package solutions includes:	
• (1) 2-pin connector for rear lighting	
• (6) Female 4-pin connectors	
• (6) Male 4 pin connectors	
• (1) 10-pin connector	
Note: See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com	

VINYL WRAP OPTIONS

□ 91A Two-Tone Vinyl Package #1
RH/LH Rear-Doors Vinyl
White (YZ) Only
Note: Not available with the following options: 91B, 91C, 91D, 91E, 91F, 91G, 91H, 91J
□ 91C Two-Tone Vinvl Package #3
Roof Vinyl
RH/LH Front Doors Only Vinyl
White (YZ) Only
Note: Not available with the following options: 91A, 91B, 91D, 91E, 91F, 91G, 91H, 91J
□ 91H Two-Tone Vinvl – Roof
Roof Vinyl
White Only
Note: Not available with the following options: 91A, 91B, 91C
□ 91J Two-Tone Vinvl – RH/LH Front Doors\$490.00
White Only
Note: Not available with the following options: 91A, 91B, 91C, 91D, 91E, 91F, 91G
□ 91D Vinyl Word Wrap - POLICE "non-reflective"
White (YZ) lettering located on LH/RH sides of vehicle
Note: Not available with the following options: 91A, 91B, 91C, 91E, 91F, 91G, 91J
CI OLD VIII - L.W L.W DOLLICE W C C C C C C C
□ 91F Vinyl Word Wrap - POLICE "reflective"
Note: Not available with the following options: 91A, 91B, 91C, 91D, 91E, 91G, 91J
Note: Not available with the following options: 71A, 71B, 71C, 71B, 71C, 71B, 71C, 71
□ 91E Vinvl Word Wrap - POLICE "reflective"
Black lettering located on LH/RH sides of vehicle
Note: Not available with the following options: 91A, 91B, 91C, 91D, 91F, 91G, 91J
□ 91G Vinyl Word Wrap – SHERIFF "non-reflective"\$860.00
White lettering located on LH/RH sides of vehicle
Note: Not available with the following options: 91A, 91B, 91C, 91D, 91E, 91F, 91J

OPTIONS

☐ 41H Engine Block Heater	\$85.00
□ 942 Daytime Running Lamps	\$45.00
□ 17T Dome Lamp – Red/White in Cargo Area (Utility Only)	\$55.00
■60A Pre-wiring for grille lamp, siren, and speaker	\$50.00
☐ 92G Glass - Solar Tint 2nd and 3rd Row *Deletes Privacy Glass* (Utility Only)	\$235.00
☐ 92R Glass - Solar Tint 2nd Row Only *Deletes Privacy Glass* (Utility Only)	\$125.00
☐ 68Z Black Roof Rack Side Rails (Utility Only)	\$150.00
☐ 64B Wheel Covers (18" Full Face Wheel Cover)	\$60.00
□ 18" Aluminum Wheels	\$475.00
□ 4-Molded Splash Guards	\$190.00
33M SYNC® Basic (Handsfree Cellular Communication), up to 12 Individual Phones	\$285:00
☐ 61R Remappable (4) switches on steering wheel (less SYNC®)	\$150.00
☐ 61S Remappable (4) switches on steering wheel (with SYNC®)	\$150.00
Doors / Locks (Select only one)	
☐ 68L Rear-Door Handles Inoperable / Locks Operable	\$35.00
▲ 68G Rear-Door Handles Inoperable / Locks Inoperable	\$35.00
☐ 52H Hidden Door-Lock Plunger w/Rear-door handles operable	\$150.00
☐ 52P Hidden Door-Lock Plunger w/Rear-door handles inoperable	\$150.00
Windows	
≥ 18W Windows – Rear-window power delete, operable from front driver side switches	\$30.00
Flooring / Seats	
☐ 16C 1st and 2nd row carpet floor covering	\$120.00
□ Cloth Rear Seat in lieu of vinyl	\$60.00

Keyed Alike (Note: Not available with Remote Key	vless-Entry – 595)\$50.00	
≥ 59E Keyed Alike – 1435x	□ 59J Keyed Alike – 1111x	
□ 59B Keyed Alike – 1284x	□ 59C Keyed Alike – 1294x	
□ 59D Keyed Alike – 0135x	□ 59G Keyed Alike – 0151x	
□ 59F Keyed Alike – 0576x	Extra Key\$25.00 Each Extra Remote\$170.00 Each	
Safety & Security		
☐ 90D Level III Ballistic Door-Panels – Driver Front	Door Only\$1,550.00	
☐ 90E Level III Ballistic Door-Panels – Driver & Pas	s Front Doors\$3,050.00	
□ 549 Mirrors – Heated Sideview	\$70.00	
□ 19L Lockable Gas Cap	\$35.00	
☐ 595 Remote Keyless-Entry Key Fob Note: Not ava	ilable with Keyed Alike\$260.00	
□ 76R Reverse Sensing	\$290.00	
☐ 17A Aux Air Conditioning Note: Not available wit	h Cargo Storage Vault (63V)\$580.00	
☐ 97T Trunk Circulation Fan (Sedan only)	\$95.00	
☐ 62D Trunk Electronics Tray (Sedan only)	\$275.00	
☐ 60R Additional Noise Suppression Bonds (Ground	Straps)\$95.00	
☐ 85R Rear Console Plate (Contours through 2 nd row	. Conduit for wiring)\$35.00	
□ 18X 100 Watt Siren/Speaker (includes mounting b	racket)\$290.00	
License and Title Fees - Circle one: M MP	Sheriff\$169.00	
Delivery-Single Unit	\$275.00	
☐ Delivery-Multiple Units		
☐ 3.5L V6 Eco Boost 365HP (Available in All Whee	Drive)\$3,180.00	
□ Delete Driver's Side Spotlight		
□ Delete Ignition Override<\$100.00> Credit		

EXTERIOR COLOR OFFERINGS

☐ Medium Brown Metallic BU	☐ Vermillion Red E4
☐ Arizona Beige Clearcoat E3	☐ Silver Grey Metallic TN
☐ Smokestone Metallic HG	☐ Shadow Black G1
☐ Kodiak Brown Metallic J1	☐ Sterling Grey Metallic UJ
☐ Blue Jeans Metallic N1	☐ Ingot Silver Metallic UX
☐ Dark Toreador Red Metallic JL	☐ Medium Titanium Metallic YG
☐ Norsea Blue Metallic KR	Oxford White YZ
□ Dark Blue LK	☐ Fire Chief Red - Special Order \$890.00
□ Royal Blue LM	□ 11R13 Sedan
☐ Light Blue Metallic LN	□ 12R13 Utility

^{*} YZ Oxford White Accent Color Wrap for Vinyl Packages 91A, 91C, 91D

POLICE VEHICLE WARNING EQUIPMENT AND PACKAGES

■ Basic Patrol Package)
□ Slick Top Package)
☐ 2 Ion LED Grill Lights (Standard with Slick Top Package)\$280.0)
□ Ion LED Mirror Beams (Utility Only)\$290.0)
□ Ion SideKick LED's (Sedan Only)\$290.0	Э
☐ Prisoner Partition – Sliding Center, XL Space Saver, Center Weapons Recess	0
□ Rear Window Armor\$290.0	0
□ Dual Weapons Rack w/timer. AR/870 Satina Vaultlock\$490.0	0
□ Push Bumper with 4 Ion LED Warning Lights\$880.0	0
□ Rear Prisoner Seat (Sedan)\$490.0	0
□ Rear Cargo Barrier (Utility)\$540.00	0
□ Rear Prisoner Seat with Cargo Barrier (Utility)\$1,190.0	0
☐ Computer Mount for Customer Supplied Docking Station (includes new charge guard)\$490.0	0

MORROW BROTHERS FORD INC. TRADE INFORMATION

CONTACT: Richie M. Wellenkamp PHONE: 1-217-368-3037 FAX: 1-217-368-3517

ORDERING AGENCY:	CONTACT:				
ADDRESS:	CITY:				
PHONE NUMBER:	FAX NUMBER:				
TRADE VALUE (MORROW BROTHERS USE OF	NLY) \$				
TRADE-IN VEHICLE INFORMATION					
YEARMAKE	MODEL / BODY STYLE_				
COLOR	VIN#				
ENGINETRANSMISSION _		MILEAGE			
FRONT WHEEL DRIVEALL-WHEEL	DRIVE 4X4 TRUCK _	2WD TRUCK			
HAS THIS VEHICLE BEEN USED AS A K9 UNIT?					
LIST ANY BODY DAMAGE:					
LIST ANY MECHANICAL PROBLEMS OR DI	EFECTS:				
YOU MAY E-MAIL PICTURES TO: richie@mo	orrowbrothersfordinc.com				

WE WILL TRADE FOR ANYTHING!

Estimate



Ultra Strobe Communications Inc 748 Tek Dr.

Crystal Lake, IL. 60014

Name / Address

Signature

Date	Estimate #
5/16/2017	3199

Village of Algonquin Attn Accounts Payable 2200 Hanrnish Dr Algonquin, IL. 60102					
		P.(O. No.		Job Name
					sedan
Item	Description	Qty	Price		Total
XT4R/B	Code 3 XT4 LED interior/exterior lighthead 12/24V Red/Blue 2 to be mounted in grill and 2 to be mounted in side fender	4		49.95	199.80
XT4LBKT	Code3 XT4 universal L-bracket 90 degree	2		8.00	16.00
ES100C	Federal Signal 100-Watt compact speaker with neodymium driver	1		159.95	159.95
ESB-TAR11	Federal Signal 2011 Taurus, 2011-2014 Charger, and Interceptor sedan	1		14.95	14.95
VTX609C	Whelen Vertex Super-LED Warning light, White	2		61.95	123.90
C-VS-1508-INSE	Havis console for Ford Interspetor sedan. 23" console. EQUIPMENT BRACKETS MUST BE SPECIFIED AT TIME OF ORDER TO AVOID ADDITIONAL CHARGES.			279.95	279.95
C-ARM-101	Havis top mount arm rest with small pad external mount adjustable height	1		53.95	53.95
C-CUP2-I	Havis dual cupholder internal mount	1		28.95	28.95
C-SM-SA	Havis Universal Mounting Brackets For Angled Console	1		31.95	31.95
C-MD-302	Havis Heavy Duty Computer Monitor / Keyboard Mount and Motion Device	1		289.95	289.95
1K0558ITS12S	Setina #6S XL Single Prisoner Transport - Coated Poly Window - For use w/ Setina Full Transport Seat	1		699.99	699.99
QK0489ITS12	Setina Full Rear Transport TPO Seat with Center Pull Seat Belt System	1		449.95	449.95
CCSRNTA3	Whelen 3-Position Slide Switch and 18 push button control head with Amplifier control module with pigtails, Microphone with CCMICX20 included,and traffic advisor module			969.95	969.95

Date ______ Sales Tax (7.75%)

Our quotes are valid for 90 days

Total

Subtotal

Phone #	Fax#	E-mail	Web Site
8154791717	815-479-1818	STACEY@ULTRASTROBE.COM	www.ultrastrobe.com

Estimate



Ultra Strobe Communications Inc 748 Tek Dr.

Crystal Lake, IL. 60014

Date	Estimate #
5/16/2017	3199

Name / Address						
Village of Algonquin Attn Accounts Payable 2200 Hanrnish Dr Algonquin, IL. 60102						
			P.C). No.		Job Name
						sedan
Item	Description		Qty	Price	,	Total
SC-915-5-A Installation Misc install equipt	Santa Cruz adjustable partition wall ser Installation of equipment Includes wire, connectors, standard fus block, and one 30 amp relay.		1 1 1 1	2	189.95 2,050.00 200.00	189.95 2,050.00 200.00
	•		Subt	otal		\$5,759.19
Signature	Da	te	Sale	s Tax (7	.75%)	\$0.00
	Our quotes are valid for 90 days	s	Total	al		\$5,759.19

PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 6-8 WEEKS TO ARRIVE FROM ORDER DATE

Phone #	Fax#	E-mail	Web Site
8154791717	815-479-1818	STACEY@ULTRASTROBE.COM	www.ultrastrobe.com

RESOLUTION NO. 2017 - R - __

Resolution Approving Revisions to the Village of Algonquin Personnel Policies

WHEREAS, the Village of Algonquin, an Illinois home rule municipal corporation, has established personnel policies, which are revised from time to time; and

WHEREAS, the President and Board of Trustees formally approve revisions to said personnel policies; and

WHEREAS, revisions to the personnel policies have been tendered to the President and Board of Trustees for approval.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the VILLAGE OF ALGONQUIN, McHenry and Kane counties, Illinois, as follows:

Revisions to the Village of Algonquin Personnel Policies, dated July 1st, 2017, are hereby approved and shall be published under separate cover and available for public inspection in the office of the Clerk pursuant to Section 3.12 of the Algonquin Municipal Code.

Voting Aye:	
Voting Nay:	
Abstain:	
Absent:	
	APPROVED:
(SEAL)	
	Village President John C. Schmitt
ATTEST:Village Clerk Gerald S. Kautz	-
Passed:	_

Z:\A\AlgonquinVillageof\Resolutions\Personnel Policies Revisions.res.docx



PERSONNEL MANUAL FOR THE VILLAGE OF ALGONQUIN

ADOPTED FEBRUARY 6, 1996 REVISED JANUARY 1, 2006 REVISED SEPTEMBER 21, 2010 REVISED JULY 1, 2017

WELCOME TO YOUR EMPLOYMENT WITH THE VILLAGE OF ALGONQUIN

Congratulations on your selection as an employee with the Village of Algonquin. While there are many things that make the Village of Algonquin a good place to live and work, the warm, friendly, and neighborly people who live here are one of its greatest assets.

This manual is your reference guide on Village employment policies and benefits. Familiarity with this material will be to your advantage and is also your responsibility. Many of the questions that may come up during your employment are answered here. Your supervisor will also be able to answer other questions that are not addressed in this document. If any policy is still unclear and you would like further explanation, please contact the Human Resources Director or the Village Manager's Office.

Always keep in mind that the citizens of Algonquin are your ultimate employer. As local public officials and employees, we are the primary service organization for the Village's residents. Customer service must be our first priority, and every citizen is our best customer. Each public contact is an opportunity for excellent performance--whether it is handling a complaint, a request for service, or an occasional thank you. Our primary goal is always to provide the citizens of the Village with quality service in a prompt, fair, and courteous manner. I hope that you will enjoy working with us towards accomplishing this goal.

Sincerely,

Tim Schloneger Village Manager

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ARTICLE 1. GENERAL PROVISIONS

Section 1.1. Application and Scope

This document shall be known as the Village of Algonquin Personnel Policy Manual. This manual is designed to assist employees in performing their duties and responsibilities. This manual does not, and is not intended to, cover every aspect of Village operations. The purpose is to enable employees to gain a better understanding of their role as a member of the Village staff and to provide general guidelines and procedures in relation to their employment.

This manual applies to all Village employees. However, it is recognized that all sworn employees of the Police Department, with the exception of the Police Chief, are under the jurisdiction of the Police Commission. Therefore, where any provision herein conflicts with Police Commission rules and regulations, the Police Commission rules and regulations shall control to the extent of that specific conflict only.

Section 1.2. Precedence of Collective Bargaining Agreement

Where any provision in this manual conflicts with a valid collective bargaining agreement between the Village and a recognized bargaining unit, the collective bargaining agreement shall take precedence over this manual to the extent of that specific conflict only.

Section 1.3. At-Will Employment

EXCEPT FOR EMPLOYEES UNDER THE JURISDICTION OF POLICE COMMISSION RULES AND REGULATIONS, EMPLOYEES OF THE VILLAGE ARE "AT-WILL" EMPLOYEES. IN THE STATE OF ILLINOIS, IT IS PRESUMED BY CASE LAW THAT ALL EMPLOYEES ARE "AT WILL." "AT-WILL EMPLOYMENT" MEANS THAT AN EMPLOYEE MAY TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE. THE VILLAGE MAY ALSO TERMINATE THE EMPLOYMENT AND COMPENSATION OF ANY EMPLOYEE AT ANY TIME, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE. NO SECTION OF THIS MANUAL SHALL BE INTERPRETED AS GIVING UP THIS RIGHT BY THE VILLAGE OR ANY EMPLOYEE.

THIS MANUAL IS NOT INTENDED TO, DOES NOT CREATE, AND SHALL NOT BE CONSTRUED AS CREATING ANY CONTRACT OR OFFER OF EMPLOYMENT WITH THE VILLAGE, EXPRESS OR IMPLIED. FURTHERMORE, NO POLICY, BENEFIT, OR PROCEDURE SET FORTH IN THIS MANUAL IMPLIES OR MAY BE CONSTRUED TO IMPLY THAT IT, OR ANY PORTION THEREOF, IS AN EMPLOYMENT CONTRACT. NO PROPERTY OR TENURE RIGHTS IN EMPLOYMENT SHALL BE CREATED OR DEEMED TO BE CREATED BY THIS MANUAL. THE TEXT OF THIS MANUAL IS INTENDED ONLY TO DESCRIBE THE POLICIES AND PROCEDURES OF THE VILLAGE. NO CONTRACT OF EMPLOYMENT EXISTS BETWEEN THE VILLAGE AND ANY EMPLOYEE UNLESS THERE IS A SEPARATE WRITTEN AGREEMENT SIGNED BY BOTH THE EMPLOYEE AND THE VILLAGE PRESIDENT OR THE VILLAGE MANAGER. THIS MANUAL SHALL GOVERN ALL PERSONNEL ISSUES THAT ARE NOT OTHERWISE ADDRESSED BY THE TERMS OF ANY SUCH AGREEMENT.

UPON FORMAL ADOPTION BY THE VILLAGE, THIS MANUAL SUPERSEDES ALL OTHER PREVIOUS PERSONNEL RULES, REGULATIONS, POLICIES, AND PROCEDURES, WRITTEN OR ORAL. THE VILLAGE OF ALGONQUIN, AT ITS SOLE DISCRETION, RESERVES THE RIGHT TO AMEND, AT ANY TIME, WITH OR WITHOUT ADVANCE NOTICE, ANY TERM OR PROVISION OF THIS MANUAL.

IN THE EVENT ANY PROVISIONS OF THIS MANUAL CONFLICT WITH THE LAWS OF THE STATE OF ILLINOIS OR THE UNITED STATES GOVERNMENT, THE APPLICABLE STATE OR FEDERAL PROVISION SHALL TAKE PRECEDENCE.

THE TERM "MANUAL" SHALL MEAN THIS MANUAL AND ALL OF ITS APPENDICES COLLECTIVELY.

Section 1.4. Gender and Singular/Plural

Whenever the male pronoun is used in this manual, it is intended to refer to all employees, male or female. Words used in the singular also apply to the plural, and vice versa.

Section 1.5. Employment and Policy Definitions

Full-Time Employee: An employee who is normally scheduled to work forty (40) or more hours

per week and who is not an intern, seasonal, or part-time employee.

Part-Time Employee: An employee who is employed in a position that normally requires the

performance of duty for less than two thousand (2,000) hours per year. An employee who is hired for a specific position with no specific date upon

which employment ends.

Intern: An employee hired or assigned to work for a particular department to

enhance their studies, either paid or unpaid. This is typically a partnership

between a school and a sponsoring organization.

Seasonal Employee: An employee who is hired for a specific job and/or for a specified period of

time not to exceed 1,000 hours in a calendar year.

Hourly Employee: An employee who is paid by the hour. An hourly employee is generally

paid overtime for hours worked in excess of forty (40) hours per workweek.

Such an employee receives a "wage."

Salaried Employee: An employee who is paid a set rate for the pay period. Such an employee

receives a "salary."

Exempt Employee: An employee who is not entitled to overtime compensation for work in

excess of forty (40) hours in any given work week.

Nonexempt Employee: An employee who is entitled to compensation at the rate of one and one-

half (1.5) times his regular hourly pay for all hours worked in excess of forty (40) hours in any given work week (except as provided otherwise in this

manual).

Health Care Provider: A doctor of medicine or osteopathy, or any other person determined by

the federal government to be capable of providing health care services, including podiatrists, dentists, clinical psychologists, optometrists, chiropractors, nurse practitioners, nurse-midwives authorized to practice

by state law, and Christian Science practitioners.

ARTICLE 2. EMPLOYEE CLASSIFICATION AND COMPENSATION

Section 2.1. Development of the Classification Plan

The Human Resources Director shall prepare a job classification plan containing an inventory of all jobs within the various classifications existing in the Village and develop position descriptions, titles, grades, and salary ranges for all positions.

Section 2.2. Composition of the Classification Plan

The job classification plan shall consist of:

- A. A grouping of similar positions into classes of substantially similar complexity and responsibility that require the same general qualifications, offer substantially similar working conditions, and are compensated equitably within the same pay range.
- B. Position titles that identify each class of jobs.
- C. Position descriptions for all positions in the Village. Position descriptions will contain a summary description of the position and examples of essential duties performed by incumbents, identify the requirements of the position, and list the knowledge, skills, and abilities an employee who is expected to succeed in the position should have.
- D. Availability of Position Descriptions. The Human Resources Director will develop and maintain copies of each position description. Department heads have copies of position descriptions of the positions that exist in their departments. Each employee can obtain a copy of his/her position description from the department dead. The Village reserves the right to amend position descriptions at any time on an as-needed basis, after which employees will have an opportunity to review any changes made to their position description.

Section 2.3. Compensation

2.3.1. *Policy*

The Village's merit compensation program shall consist of the salary or wage paid.

2.3.2. Salary and Wage Ranges

As part of the Village's merit compensation program, the Human Resources Director shall establish salary and wage ranges for all non-union positions based on knowledge, skills, and abilities required for each position. Salary and wage ranges may be adjusted from time to time based on compensation surveys, labor market conditions, cost of living conditions, or other relevant factors.

2.3.3. Compensation

Employees of the Village receive a salary or wage commensurate with the relevant labor market value of their position, their experience, skills and qualifications, and their individual performance. The compensation plan is a performance-based system that allows salary or wage adjustments to be made in regard to individual performance on the job. Employees may be eligible for salary or wage adjustments according to merit based on the results of the employee's performance appraisal. The Village Manager may make salary or wage adjustments within a given fiscal year based upon such factors as, but not limited to, grade changes, promotions, reclassification of positions, or job performance consistent with the staffing levels authorized and funds available within the approved Village budget. There is no pay pyramiding; that is, the appropriate compensation shall not be made more than once for the same hours worked under any provision of this manual.

Employees covered by valid collective bargaining agreements may be eligible for salary or wage increases pursuant to the terms of such agreements. Such employees will still receive performance appraisals. For further details on performance appraisals, see Section 4.3.

2.3.4. Benefits

Employee benefits are established and amended from time to time, when necessary. For further details on benefits, see Article 3.

2.3.5. Overtime

A. Nonexempt Employees: All nonexempt employees are eligible for overtime compensation as provided herein except for sworn police officers who will be paid overtime compensation pursuant to § 553.230 of Title 29 of the Code of Federal Regulations, or pursuant to the terms of a valid collective bargaining agreement, whichever is applicable. This clause does not apply to the Police Chief and Deputy Chiefs, who are sworn officers but exempt employees. Unless otherwise provided for in a valid collective bargaining agreement with a recognized bargaining unit, employees are compensated at time and one-half of their regular hourly or base pay rate for all hours worked in excess of forty (40) in any given work week. These employees are subject to the provisions of the Fair Labor Standards Act.

In determining overtime compensation, the hours worked shall be considered — as only the hours an employee is on Village duty performing Village work as well as hours of the workweek used for vacation, holiday, personal day, jury/witness duty, comp time, bereavement leave, and verified FMLA. The following types of leave do not qualify for and are not included in the calculation of overtime compensation: leaves of absence, as well as hours of the workweek used for sick leave absence without a written health care provider's note approving the absence, or workers' compensation (except workers' compensation situations where employees are receiving medical attention on Village premises, or at the direction of the Village, during normal working hours). An exception to this applies to employee's subject to unscheduled callouts, who shall be paid a minimum of two (2) hours of overtime pay for each callout.

- B. Exempt Employees: Exempt employees are those employees who are assigned to executive, administrative, or professional positions within the meaning of the Fair Labor Standards and the Illinois Minimum Wage Law and, therefore, are not entitled to overtime compensation for hours worked over forty (40) in any given workweek. The classification of positions that are exempt or nonexempt is available in position descriptions or in the Fair Labor Standards Act and the Illinois Minimum Wage Law.
- C. Workweek: For payroll purposes in determining overtime, the standard workweek of Village employees shall be from 12:00 a.m. Monday to 11:59 p.m. the following Sunday.
- D. Overtime Scheduling: Overtime scheduling in all Village departments must be approved by the employee's supervisor. Scheduled overtime must be approved prior to the scheduling of such overtime. Unscheduled overtime must be approved by the employee's supervisor. Exceptions can be made by the Village Manager and/or the department head of any affected department to account for emergency service. Emergency service is defined as any "Emergency Declaration" declared by the Village President, Village Manager or Board of Trustees. severe weather conditions, utility system breakdowns, or situations requiring unusual public safety measures.

2.3.6. Compensatory Time

Overtime worked will be paid to the employee unless the employee has requested approval for compensatory time from his supervisor prior to the work being performed. Department heads have the right to restrict the accrual of compensatory time and require the employee to be paid out according to the Act.

Compensatory time, if elected and approved by the employee's supervisor and the applicable department head, will be granted at a rate of one and one-half hours of compensatory time off for every hour of overtime worked. Compensatory time shall be taken in not less than 15 minute increments

All compensatory time in excess of forty (40) hours will be paid in the next pay period at the rate of straight time.

2.3.7. Payroll

- A. Pay Period: The payroll period is semimonthly. Checks are distributed by the Finance Department on the 15th and the last day of the month. There are twenty-four (24) pay periods in a calendar year. For payroll purposes, the employee is paid on the 15th and the last day of the month based on a previous designation or assumption of the number of workdays and hours accumulated by the employee as reported to the Finance Department. If a payday falls on a holiday, Saturday, or Sunday, checks will be distributed on the preceding workday.
- B. Final Paycheck: When leaving the Village's employment, all employees will be paid any salary or wages that have been earned, all vacation hours earned or accrued but not used. Payment will be made by check at the regularly scheduled pay period. Sick leave cash-out payments will be made in accordance with Section 3.5.6.

ARTICLE 3. EMPLOYEE BENEFITS

Section 3.1. Eligibility Policy

Full-time employees normally scheduled to work forty (40) or more hours per week are eligible for full benefits as described herein unless specific exclusions are stated. Part-time employees and interns are eligible for partial benefits, as described herein. Seasonal employees are not eligible for benefits, except as specifically provided for herein.

Each benefit category in this Article describes more specific eligibility requirements. New employees do not receive certain benefits until they have worked for the applicable amount of time. There is no benefit pyramiding; that is, the appropriate benefit shall not be used more than once for the same period of time under any provision of this manual. The Village Manager has the authority to adjust benefits from time to time for individuals or small groups as business necessity requires.

Section 3.2. Vacation Policy

All full-time employees of the Village earn vacation hours that are determined by length of service according to the following parameters: a lump-sum vacation benefit is earned at the completion of one (1) full continuous year of service according to the table in Subsection 3.2.1.; thereafter vacation hours are earned with each pay period, based on the employee's hire date. Part-time, interns, and seasonal employees are

not eligible for paid vacation. Other than during the first year of employment, one-twenty fourth of the vacation benefit for a given year is earned each pay period. Beginning with and during the second year of employment, the vacation hours earned by an employee for having completed the first year of service are available for use, as well as the vacation hours as they are earned monthly during the second year. Subsequent years of service follow the same pattern as shown in the table in Subsection 3.2.1. For example, an employee hired on 1/6/2017 will receive 6 days (48 hours) of vacation on 1/6/2018. He/she then begins to accrue 7.33 hours of vacation each month (totaling 11 days by 1/6/2019) to be used by 1/6/2020. The vacation that he/she earns between 1/6/2019 and 1/6/2020 should be used by 1/6/2021.

Vacation time that has been earned and/or accrued may be taken during the anniversary year in which it is available. The term "anniversary year" means the period of twelve (12) months following each annual anniversary of the employee's hire date. The Village recognizes that, in some instances, employees may not be able to use all of their available vacation during their anniversary year. The Village Manager may therefore authorize an employee to carry over vacation time from one anniversary year to the next, which shall be limited to a maximum of five (5) days, and which must be used within the next anniversary year. No carry-over vacation may be accumulated to a subsequent year. An employee must submit a written request for carry-over no later than thirty (30) days prior to his anniversary date, explaining the special conditions that should be considered as to why the carry-over should be granted.

Failure to use earned vacation time as permitted herein will result in forfeiture of that vacation time and pay. No paid vacation time may be taken in excess of or in advance of earned vacation time without advance written approval of the Village Manager. Vacation time is not earned and does not accrue while an employee is on a leave without pay. If a payday falls during an employee's scheduled vacation, he may not receive his paycheck in advance. Vacation benefits are designed for employees to have occasional rest and recreation away from the workplace. Therefore, employees should take their vacations; pay in lieu of vacation shall not be permitted (except when an employee is leaving the employ of the Village and has or will have unused earned vacation time by the time of their final day of work) unless evidence of extenuating circumstances is presented to the satisfaction of the department head and the Village Manager.

3.2.1. Vacation Availability Table

Vacation time available to be used, consistent with the policy stated in Section 3.2 as to how it is earned, shall be as follows:

YEARS OF SERVICE	VACATION AVAILABLE ANNUALLY
Less than 1 year	None
After 1 year	48 hours
At 2 years, but less than 5 years	88 hours
At 5 years, but less than 11 years	136 hours
At 11 years, but less than 18 years	176 hours
After 18 years*	208 hours

^{*}As of July 1, 2017, any employee accruing more than 208 hours will be capped at their current accrual rate.

All employees with 5 years or greater service (earning 136 or greater hours a year) are required to schedule and take 5 consecutive vacation days off within every calendar year. The term "year" used in this table means "anniversary year" as defined in Section 3.2. All uses of the word "year" means completed years.

3.2.2. Accumulated Vacation at Separation

Earned vacation time that has been accumulated but not used shall be paid at the time a departing employee leaves the employ of the Village. Vacation accrues proportionally each pay period, not in one lump sum.

3.2.3. Vacation Scheduling

Vacation time should be scheduled and taken with the approval of the employee's supervisor. In approving vacation schedules, supervisors consider employee preference and Village needs. Individual employee convenience will be honored to the greatest extent possible, but the Village may dictate actual dates based upon overall departmental and Village needs. A supervisor's decision regarding scheduling is appealable to the department head and thereafter to the Village Manager whose decision is final. Vacations will be scheduled on a "first-come, first-served" basis; however, employees with the greater seniority may be given additional consideration in selecting vacation schedules if there is a conflict.

To ensure staffing needs, employees are encouraged to submit vacation requests of more than two (2) days to their supervisor no later than fifteen (15) days prior to the requested vacation. Department heads are encouraged to submit their vacation requests to the Village Manager no later than fifteen (15) days prior to the requested vacation. Absent these advanced notices, your vacation time may be denied.

Vacation time must be taken in blocks of time of no less than 15 minute increments.

Should extenuating circumstances prevent employees from taking all of their earned vacation within the one-year time period, employees may request to carry over the remaining vacation time into the next year. The Village is not obligated to grant such requests. If an employee's scheduled vacation is canceled or an employee is recalled from a vacation in progress because his services are required by the Village, the employee will be allowed to carry over those vacation days to the following anniversary year, if necessary. Any vacation time carried over to the next anniversary year must be used by the end of that anniversary year or it shall be forfeited. In the event of a canceled or recalled vacation where carryover has occurred, not more than one year's permitted vacation period shall be taken at one time without the prior written approval of the Village Manager.

Section 3.3. Designated Holidays

The Village provides for nine (9) paid holidays each year. They are:

New Year's Day Thanksgiving Day

Friday before Easter Day after Thanksgiving Day

Memorial Day Christmas Eve Independence Day Christmas Day

Labor Day

Unless otherwise indicated, the Village observes these holidays on the nationally designated date of celebration. If a holiday falls on a Saturday, the holiday is observed the Friday before; if a holiday falls on a Sunday, the holiday is observed the Monday after.

By October 15, the Village Manager or his designee will post a schedule of days off for the Village observed holidays that fall in the next calendar year. Where applicable, the actual calendar holiday will serve as the official day for benefits and compensation (i.e., if the 4th of July is on Sunday, and the Village is off on

Monday the 5th, Holiday OT per this contract will be paid on Sunday the 4th. All employees will receive 8 hours' regular pay on Monday the 5th, and those who are called in to work OT on Monday the 5th will be paid at 1 ½ at their applicable pay). However, in no event shall the Village schedule any holiday on a Saturday or Sunday.

All full-time employees shall receive a full day's pay for the holiday. All part-time employees shall receive eight (8) hours of pay for the holiday. Seasonal employees and interns are not eligible to receive holiday pay.

To be eligible for holiday pay, employees must work their regularly scheduled hours on the workday immediately preceding the holiday and the workday immediately following the holiday, unless previously approved by the department head. However, if a recognized holiday falls during an employee's approved vacation leave, the employee shall be entitled to the holiday pay and will retain a vacation day for use on a subsequent date during that fiscal year only, on a date approved by the employee's supervisor.

A full-time employee required to work on a recognized holiday will be paid at the rate of one and one-half times the employee's regular hourly rate for those hours actually worked on the recognized holiday, in addition to the employee's holiday pay.

Section 3.4. Personal Days

Full-time employees will receive 24 hours of personal time immediately upon hire to be utilized prior to their one-year anniversary. After an employees' first anniversary date, personal hours are awarded at the beginning of every fiscal year (May 1). All employees must use their personal hours within the fiscal year they are made available or the time off is forfeited. Part-time, interns, and seasonal employees are not eligible for paid personal hours.

Personal hours may be used by employees at their discretion, subject, however, to scheduling approval by their supervisor.

Any employee who wishes to take a day off in order to conform with that employee's religious beliefs, in addition to the holidays listed in Section 3.3, may, without prejudice, take the day off as a vacation day, a personal day, or as a day without pay, provided that he has given prior notice to his supervisor and department head.

Personal hours must be taken in blocks of time of no less than fifteen (15) minute intervals.

Upon separation of employment, any accrued but unused personal hours will not be paid to the employee. In the event of death, any accrued but unused personal hours shall be paid to the designated beneficiary of the deceased employee.

Section 3.5. Sick Leave

The Village recognizes that employees may, on occasion, become ill or injured. Accordingly, the Village may grant employees paid sick leave privileges in case they are unable to work because of illness or injury.

3.5.1. Eligibility

Sick leave is a privilege, not a right. It is extended to full-time employees who have completed ninety (90) days of their initial employment. Part-time, interns, and seasonal employees are not eligible for paid sick leave.

3.5.2. Accumulation

Sick leave may be granted on the basis of four (4) hours per pay period. Sick leave is not earned and does not accrue while an employee is on leave without pay.

3.5.3. Use

Sick leave may be used for personal illness or injury, disability, emergency medical care, dental care, or physician's appointments that cannot be scheduled during an employee's non-work hours. The term "physician" means any similar licensed medical care provider. Employees should, however, schedule physicians' appointments or other appointments for medical care during their nonworking hours, whenever possible. Sick leave may also be used for the medical care of a member of the employee's immediate family when it can be shown that the employee's presence is necessary. In the event of any conflicting language, the Village's FMLA policy supersedes the use of sick time utilization under this policy. For purposes of this section, "family member" is defined as spouse, child, stepchild, foster child, brother, sister, parent, stepbrother, step-sister, or step-parent. "Care for" is defined as providing either physical or psychological assistance to a family member who, because of a health condition, is unable to care for his or her own basic medical, hygienic, or nutritional needs, and would endanger the family member's safety or recovery without the presence of the employee. This term includes feeding, administering medicines or treatments, or transporting the family member to or from medical appointments if they are unable.

Abuse of sick leave privileges when the above conditions are not met may result in disciplinary action, up to and including immediate termination of employment.

Sick leave must be used in no less than fifteen (15) minute intervals.

Sick leave may be used with the approval of the employee's immediate supervisor and department head.

3.5.4. Reporting of Absence

Initial notice of illness or injury requiring absence from work must be reported to the employee's immediate supervisor prior to the employee's scheduled workday or shift. An employee whose job requires a substitute for a particular shift must give notice at least two (2) hours in advance of his or her assigned starting time. Three (3) consecutive days' absence from work without notice to the employee's supervisor will be considered voluntary termination of employment by the employee. Failure to provide proper notice may result in disciplinary action, up to and including immediate termination of employment.

For absence due to illness or injury that will have a longer duration than one (1) day, employees should provide reasonable reporting of the status of their condition. The Village may check on the employee's progress towards recuperation from time to time.

3.5.5. Physician's Certificate

The Village may require a physician's or equivalent medical certificate from employees who are absent due to sick leave. Said verification is at the employee's expense and may be requested after an employee has used three sick day instances (an instance is one illness or one event, whether 2 hours or one week in duration, as long as it consists of consecutive days. Any sick time use where a physician's certificate is provided, or is pursuant to FMLA leave, will not be counted against these instances) in any rolling 12-month period; has repeated illnesses of shorter periods; is absent due to illness or injury on the day of, before, or after a holiday; or abuses a combination of sick time and scheduled or unscheduled overtime during the same

work week or payroll period. A physician's certificate may be requested if an employee is suspected of taking unauthorized sick leave absences. The request will be made at, or as reasonably close to, the sick time call-in as possible. Failure to provide a proper medical certificate upon request may result in disciplinary action, up to and including immediate termination of employment. In addition, failure to return to work after being released by a physician to do so may result in disciplinary action, up to and including immediate termination of employment.

3.5.6. Sick Leave Buy-Back/Cash-Out

An employee who uses less than 32 hours of sick leave in the one (1) year period between January 1 and December 31 may receive (at the employee's option) payment (at the hourly rate when the payment is made, minus employee deductions) for the difference between 32 hours and the amount actually used. The number of hours for which payment is received will be subtracted from the employee's accumulated sick leave. Employees hired after January 1 of any year are not eligible for this payment in the year in which they are hired. An employee must work the entire year to receive any payment under this program, excluding usage under the FMLA. In addition, upon separation, the Village may pay to the employee who is voluntarily leaving his employment one-half of the employee's accrued but unused sick days in excess of sixty (60) days, up to a maximum of 300 hours of pay. For example, if an employee retires with 86 accrued but unused sick days, the employee will be paid for 13 sick days (i.e., one-half of the 26 days that are in excess of the 60 days). At the employee's option, this payment may be made to the employee through the payroll process or applied to one of the Village's deferred compensation programs.

Section 3.6. Bereavement Leave (Funeral Leave)

Full-time and part-time employees may, in the event of the death of an immediate family member, be granted a paid leave of up to three (3) workdays for bereavement. In the event of the death of an extended family member, employees may utilize their benefit hours as approved by their supervisor. For the purposes of this section, "workday" means the number of hours or portion of a day that the employee would normally have worked. Vacation or personal days may be used if additional time off is needed. For the purpose of this section, immediate family is defined as spouse, child, stepchild, foster child, legal guardian, brother, sister, parent, grandparent, grandchild, mother and father-in-law, step-brother, stepsister, step-parent. Extended family member is defined as brother- and sister-in-law, son- and daughter-in-law, aunt, uncle, niece, nephew, cousin, or spouse's grandparent. The employee's department head must approve all requests for leave with pay because of a death in the family and will determine the number of days of leave to be granted to the employee based on the circumstances including, but not limited to, any travel distance.

Section 3.7. Jury/Witness Duty

Full-time or part-time employees shall receive full pay for time not worked while serving on jury duty for the term of the jury service, testifying as a witness on behalf of the Village, or testifying pursuant to a subpoena regarding matters related to their employment with the Village. To receive full pay, employees shall endorse or turn over to the Village any payment received for such jury or witness duty, such as jury pay vouchers and checks or other forms of compensation for witness fees. The employee will then receive his regular paycheck at the regular time.

Employees summoned to jury duty or subpoenaed to testify in court or other proceedings must immediately notify their department head so that proper arrangements for the employee's absence may

be made. Failure to notify their department head in a timely manner may result in the employee not being compensated for such civic duty.

Employees serving on jury duty or as a witness on behalf of the Village will continue to accrue vacation, sick leave, and other similar benefits.

No employee shall receive pay for time not worked while testifying as a witness in a case filed by the employee against the Village, its officers or employees, or in a case that is personal and not related to Village operations or the employee's employment with the Village.

Section 3.8. Military Leave

Military leave and re-employment rights will conform to applicable federal and state law.

Section 3.9. Disability Leave

Employees may be eligible for disability leave and benefits under such employee's applicable pension program or the Illinois Workers' Compensation Act. Such eligibility and benefits are set forth in the statutes governing such programs and are administered by the relevant pension boards or the Human Resources Department.

Section 3.10. Family and Medical Leave Act (FMLA)

It is the policy of the Village of Algonquin to comply with all provisions of the Family and Medical Leave Act (FMLA). For benefit coverage and procedures under this program, please refer to **Appendix A** of this Manual.

Section 3.11. Leaves of Absence (Personal Leaves)

All full-time employees may be granted leaves of absence after they have been employed for six (6) full months. For the purpose of this section, "leaves of absence" or "personal leaves" are defined as time taken off from work for personal reasons, such as educational purposes, travel, or other personal circumstances, that are not covered by the provisions of the Family and Medical Leave Act.

Leaves of absence shall be without pay.

Requests for leaves of absence must be presented in writing to the Human Resources Director at least one (1) month in advance of the date the requested leave is to begin in order to be considered. The written request for leave must include the reason for the request, the anticipated length of the leave, and the employee's address and phone number while on leave. Employees may request that the exact nature of the personal reason be kept confidential. Requests will be reviewed and a decision will be made that considers the needs of the employee, the department and the Village. Due to varying staffing and operational needs, each request is considered independently. Approval is not guaranteed.

Requests for leaves of absence without pay may be granted for periods of up to one (1) year with the approval of the department head, Human Resources Director and the Village Manager. Extensions of a leave of absence already being taken must be requested in writing to the Village Manager no later than sixty (60) days before the current leave will expire and may not be for a period of time longer than the original leave granted, the combination being subject, however, to the one- (1)-year limit.

Approval of extensions is not guaranteed.

Any employee granted a leave of absence may keep his or her group life and health insurance and retirement plans (if applicable) in full force during his or her leave by arranging for payment of the entire premiums/deductions and any additional surcharges permitted by law during the absence. Such

arrangements must be made with the Human Resources Director prior to going on leave. Failure to make such arrangements, or failure to make the required payments in a timely manner, will result in cancellation of the benefits. If a benefit is so canceled, the rules and regulations of the carrier or provider will be observed if the employee returns and seeks reinstatement of coverage. No other benefits shall accrue during a leave of absence; however, seniority rights are maintained as of the date the leave began.

Employees considering a leave of absence must be aware that the Village will not guarantee to hold their job open for them during the period of the leave. There is NO assurance of reinstatement to employment in any capacity at the conclusion of the leave. If there is an open position for which the employee is qualified at the conclusion of his or her leave, the employee, along with all other qualified candidates, may be considered for the position. If, at the conclusion of an approved leave of absence, the employee fails to return to work, that employee shall be considered as having abandoned his job and having voluntarily terminated his employment.

Section 3.12. Furloughs

The use of approved unpaid furloughs will not jeopardize an employee's employment classification and benefits.

Section 3.13. Health/Dental Insurance

3.13.1. Health/Dental Insurance Plan

All full-time employees may participate in the comprehensive group health insurance plan provided by the Village. Each employee will receive a packet explaining, in detail, the benefits provided. Part-time, intern, and seasonal employees are not eligible for health insurance coverage.

The current insurance coverage includes medical (including a vision discount program) and dental coverage. Coverage is available for employees and dependents according to eligibility requirements of the carrier.

Health/dental insurance plans are amended from time to time by the carrier. Details of the plans are fully described in the Master Plan Documents, which are available in the Human Resources Department.

The Village may fund the costs for health insurance coverage at different rates from time to time. Since the current plan provides for separate medical and dental premiums, an employee may select different coverage for medical and for dental care. The employee share of the monthly premium may change from time to time and is determined by actual cost, employee group experience, economic indicators, and other factors. The current rates and cost sharing amounts are published by the Village under separate cover and made available to all employees.

3.13.2. Health/Dental Insurance Plan Participation

If desired, new employees must sign up for (or waive) insurance coverage within 31 days of the date of hire. Any employee must amend their coverage to add dependents, if desired, within 31 days of the occurrence of a qualifying life event for themselves or their dependents in order to avoid a requirement to demonstrate evidence of insurability.

If an employee or an employee's dependent is not enrolled in health or dental insurance coverage, the employee may re-enroll into coverage only in the case of a qualifying life event (also called a change in family status or lifestyle change) or during the open enrollment period.

A qualifying life event is one of the following:

- Marriage of the employee;
- Divorce or legal separation of the employee;
- Birth or adoption of a child by an employee or an employee's spouse;
- An employee's spouse involuntarily loses his health insurance coverage (loss of coverage does not include changes in carriers);
- A court order of dissolution or support.

Employees who wish to re-enroll into insurance coverage will have to meet any evidence of insurability requirements or pre-existing condition clause in effect at the time they opt in to the insurance plan.

New employees are not required to participate in the health insurance plan and may designate such at the time of hire. For any employee who chooses to cancel or decline the Village of Algonquin's health insurance option, the Village, in exchange, will give that employee an additional stipend each pay period (this incentive does not apply to the dental insurance plan). All applicable payroll deductions will apply to this incentive payment. This stipend will be paid each pay period for as long as you choose to decline the Village of Algonquin's health insurance coverage. This incentive program was effective July 1, 2000, and is ongoing.

3.13.3. Continuation of Health Insurance (COBRA)
For further details, see **Appendix B** of this manual.

Section 3.14. Life Insurance

Group term life insurance is currently provided for all full-time Village employees in an amount that is determined from time to time. The Village may fund the costs of life insurance coverage at different rates from time to time. The monthly premium is currently fully paid by the Village. This coverage ceases upon an employee leaving the employ of the Village and may be converted to an individual policy dependent on vendor policy and rules. Part-time, intern, and seasonal employees are not eligible for life insurance coverage.

The Village also offers optional group term life insurance that employees may purchase through payroll deductions for which the employee pays the full premium. Such insurance may be convertible to whole life insurance when an employee leaves the Village, dependent on vendor policy and rules.

Optional life insurance benefits are also available through participating vendors on a voluntary basis. Additional information on these programs is available from the Human Resources Department.

The terms of the life insurance plans are exclusively controlled by the plan documents issued by the respective carriers.

Section 3.15. Pension Programs

The Village currently offers several various pension and voluntary investment options. Due to the complexity of these documents, the information and details are published by the Village under separate cover and are made available to all employees.

Section 3.16. Workers' Compensation

Work-related illness or injury is an illness or injury that arises in and out of the course of employment. The determination of compensability for a work-related injury or illness shall be made by the Village's workers' compensation insurance administrator in consultation with medical providers, and, if necessary, with Village management.

Any time lost for a work-related illness or injury shall be compensated as provided for under the Illinois Workers' Compensation Act and the Illinois Occupational Disease Act, whichever is applicable.

Section 3.17. Employee Health and Wellness

The Village is concerned with employee health and well-being. In recognition of this concern, the Village has an Employee Wellness Program. The program is designed to assist employees and their families in maintaining optimal physical and mental well-being. The services that may be required or desired by the employee and/or his immediate family include, but are not limited to, inoculations, blood pressure screening, short-term counseling, or other similar preventative medical procedures. Referrals may also be made. Employees may bring confidential requests for help to the attention of their supervisor, department head, Human Resources Director, or the Village Manager. Specific steps will be arranged through the Human Resources Department.

In addition, the Village has an Employee Assistance Program established to assist the needs of its employees and their families. The plan description is distributed to all new employees and periodically to all current employees. Information can also be obtained through your supervisor, Department Head, the Human Resources Director, or via the online document management system (PowerDMS).

Section 3.18. Training and Tuition Reimbursement

3.18.1. Training

The Village recognizes that attendance at and participation in seminars or conferences are valuable methods for updating job knowledge, skills, and abilities. Requests by employees to attend seminars, conferences, workshops, conventions, and the like should be submitted through their immediate supervisor for review and approval.

Expenses for Village-required or permitted training sessions, including fees, supplies, and books, may be reimbursed by the Village. Travel, lodging, meals, and other related costs may be reimbursed pursuant to the Village's travel expense policy. Overtime pay for time spent traveling to and from training sessions shall be as governed by the Fair Labor Standards Act.

Any employee attending any conference, meeting, class, seminar, convention, or similar occasion as a representative of the Village of Algonquin is expected to conduct himself in a manner as if he was still at work. Any improper conduct will be treated as if it occurred during regular working hours and may be subject to disciplinary action, up to and including immediate termination of employment.

3.18.2. Tuition Reimbursement

Full-time employees enrolled in a degree program or a course directly related to municipal business or to the employee's position may request tuition reimbursement from the Village. Before reimbursement may be granted, the employee must notify and receive written approval from his department head and the Village Manager no later than two (2) months prior to the beginning of the fiscal year in which the employee wishes to attend the training. The Village Manager shall make the final determination regarding whether a course or degree

program is job related and may deny any request for reimbursement that is not classified as such.

Reimbursement may be made for tuition, required books, or required class materials upon submission of written receipts for same according to the following schedule, only after completion of the course or training session:

Grade A 90% reimbursement Grade B 70% reimbursement Grade C 50% reimbursement Grade D or F no reimbursement

If a course is graded as pass/fail, a "pass" grade shall be reimbursed at the 50% level and a "fail" grade shall receive no reimbursement. Certification of completion of the class and a grade report must be submitted.

Tuition reimbursement does not include mileage, activity or student fees, meals, lodging, parking, tolls, general supplies, or other incidental expenses. Reimbursement of tuition and/or completion of such training shall not be construed as guaranteeing that an employee will be retained, promoted, or advanced.

Courses or programs that may be eligible for reimbursement include classes offered by an accredited college, university, or technical school, courses offered as part of an adult continuing education program, and courses offered by a professional educational or training company or facility.

Training or classes that an educational institution requires to be taken to satisfy general degree requirements and that are not directly related to the specialization or major of a degree program will not be considered for reimbursement.

Employees enrolling in educational courses are encouraged to take advantage of and pursue other financial sources, such as grants, scholarships, G.I. benefits, and fellowships for which they are eligible to apply or receive. The Village will consider the difference between any financial aid awarded and the actual cost of tuition for reimbursement.

The maximum amount of tuition or training reimbursement that may be paid to any employee is one thousand five hundred dollars (\$1,500.00) for undergraduate work or three thousand dollars (\$3,000.00) for postgraduate courses in any one fiscal year. In the event that funding is not available in the budget or has already been expended for any fiscal year but all other requirements are met, employees are encouraged to resubmit the request during the following fiscal year.

Employees wishing to participate in our Tuition Reimbursement Program will be required to sign a Tuition Reimbursement Refund Agreement. This agreement will be provided when your request is granted.

Section 3.19. Other Benefits

The Village may from time to time offer other miscellaneous benefits to its employees. These will be described in a benefits summary that is published under separate cover from time to time. Employees will be notified when new benefits are offered. The Village Manager is authorized to make exceptions to the benefits policy for unusual circumstances.

ARTICLE 4. EMPLOYEE RECRUITMENT, HIRING, AND APPRAISAL

Section 4.1. Recruitment

The Village recruits candidates, both externally and/or internally, for vacant positions at all levels except as otherwise provided for by state statutes.

Recruitment for positions shall be by the Human Resources Director under the supervision of the Village Manager, unless otherwise provided for by state statutes.

Applications for employment will be received at the Ganek Municipal Center Administrative Office. All applications must be on an application form that has been approved by the Village Manager but may be supplemented by letters, resumes, and other credentials. For additional information regarding recruitment, refer to the Village's Employment Outreach Program available through the Human Resources Department or on the Village's website.

Section 4.2. Hiring and Placement

All employees, shall be hired by the Human Resources Department with advance approval of the Village Manager based on the Village Code. Notification of hiring is made in writing by the Human Resources Department and specifically indicates the position, wage or salary, starting date, conditions of employment, and other appropriate information. If the Village Manager position is vacant, hiring shall be approved and notification made by the Village Board in consultation with the Human Resources Director.

As expressed in Section 1.3, At-Will Employment, except for employees under the jurisdiction of Police Commission rules and regulations, employees of the Village are "at-will" employees. In the state of Illinois, it is presumed by case law that all employees are "at will." "At-will employment" means that an employee may terminate his or her employment at any time, with or without cause, and with or without notice. The village may also terminate the employment and compensation of any employee at any time, with or without cause, and with or without notice. No section of this manual shall be interpreted as giving up this right by the Village or any employee.

Sworn police officers shall be disciplined and discharged pursuant to Police Commission rules and regulations and, if applicable, pursuant to the terms of a valid collective bargaining agreement, including successful completion of applicable tests and physical examinations. Notification of placement on an eligibility list and appointments shall be made in writing. Sworn police officers are subject to a probationary period.

All applicants who are offered employment with the Village may be required to undergo, and successfully pass, a physical examination by an approved physician and/or a drug and alcohol use screening test, with results satisfactory to the Village as a condition of employment. The Village will pay the cost of the required physical examination and testing.

Section 4.3. Performance Appraisals

4.3.1. Purpose

The performance evaluation program is intended to do one or more of the following:

- 1. Provide employees with formal feedback about their performance.
- 2. Commend employees for good or excellent performance.
- 3. Set job specific expectations for each employee and job description.
- 4. Provide recommendations for improving performance.
- 5. Identify areas where employees might benefit from training.

6. Review previously set goals and objectives and establish new goals and objectives.

4.3.2. Evaluation Periods

Employee performance is regularly evaluated on an as needed basis as determined by their supervisor(s).

When determined necessary by a department head, the Human Resources Director, or the Village Manager, an employee's performance may be evaluated more or less frequently than the regularly scheduled evaluation. The Village Manager may make salary adjustments at the time of performance appraisals based upon the nature of the performance.

Sworn police officers (with the exception of the Police Chief) have a longer initial evaluation period that is of at least one year's duration, according to Police Commission rules and regulations.

4.3.3. Evaluation Procedures

Employee evaluations in accordance with the Merit Compensation program shall be in writing.

All employees should meet individually with their supervisor or department head at the end of each review period to discuss the results of their performance evaluations. Employees shall have the opportunity to comment in writing on the evaluation form prior to signing it. The evaluation shall be retained by the Village and become part of the employee's personnel file.

If an employee wishes to dispute his evaluation, he may do so within thirty (30) days of the evaluation. Such disputes must be in writing and transmitted through the proper administrative channels (i.e., following the chain of command, such as immediate supervisor, next supervisor, department head, Human Resources Director, and Village Manager). The Village Manager shall be the final review authority in all disputes, and his decision is final. If the employee still disagrees with the Village Manager's final decision, he can ask that the written dispute be added to the employee's personnel file, as provided in Section 9.1, paragraph 5.

Section 4.4. Promotions

The Village may promote from within whenever practical and when it is in the best interests of the Village to do so. Employees may prepare for and seek promotional opportunities.

Promotions of sworn police officers are under the jurisdiction of Police Commission rules and regulations and State of Illinois statutes.

ARTICLE 5. EMPLOYMENT TERMS AND CONDITIONS

Section 5.1. Hours of Work

The Village Manager may grant a variance, in writing, to deviate work hours based on business needs. This would include hours, days of the week, or telecommuting from home.

Currently, the Ganek Municipal Center normal working hours are 8:00am to 5:00pm but may be subject to change at the discretion of the Village Manager. Full-time employees are entitled to one unpaid hour for lunch, which should generally be taken between 11:00 a.m. and 2:00 p.m., unless previously approved by the appropriate Supervisor, based on characteristics of a specific job assignment or responsibility. The standard workweek and/or lunch hours of individual employees may vary as a result of the operational demands of each department. Scheduling of lunch periods will be with the approval of the employee's supervisor, department head, or Village Manager. The total regular hours in the workweek will be 40 hours.

Certain full-time personnel in the Police Department and Public Works may be assigned different starting and ending times based upon needs of the department and the services provided. Scheduling of meals and breaks may also be different, as approved by the department head and Village Manager. However, all other parameters shall apply to these departments.

Part-time employees are expected to work the hours they are scheduled each week and to report for work promptly. A part-time employee who is scheduled to work five (5) or more consecutive work hours on any one day is entitled to one 30-minute unpaid lunch, which should be taken close to the middle of the employee's workday.

Employees shall report promptly to their designated place of work at the designated starting time and shall devote their entire efforts during working hours to assigned duties.

The Village is committed to helping employees face the demands of juggling work, family, and life related issues. Therefore, employees may request a "flextime schedule" from their supervisor. Flexible work schedules are adjustments to the employee's regular work schedule on a recurring basis, for an extended period of time, to respond to work/life needs of an employee. Examples of potential situations are:

- 1. Attending classes for a degree program or academic enrichment.
- 2. Transporting children to/from day care or school.
- 3. Accommodating an illness (employee or family member) that would require an employee to be unable to work their regular shift.
- 4. Matching employee work hours to peak productivity time periods.
- 5. Increasing flexible use or time-sharing or to offset peak use of centralized offices or equipment.
- 6. Extending customer service hours.

A "flextime schedule" provides employees with increased flexibility with their work schedule while allowing the Village to maintain a progressive and productive work environment. Flextime schedules are not appropriate for all employees or positions and are not a universal employee benefit. Mandatory conditions must be met for a flextime schedule to be approved:

- 1. The employee must have a satisfactory attendance record.
- 2. The employee must be meeting all performance expectations in their current role
- 3. The employee must be consistently demonstrating the ability to complete tasks and assignments on a timely basis
- 4. The nature of the employee's work and responsibilities must be conducive to a flexible work arrangement without causing significant disruption to performance and/or customer service.
- 5. Employees schedules should cover a portion of their workday between the core hours of 9:00 a.m. to 3:00 p.m.

The revised schedule must continue to support the operational needs of the Village and allow for appropriate oversight of the employee's work. Supervisors may also consider their department's needs, seasonal activities, and other obligations when considering flextime schedules.

The use of flextime is a privilege and not an entitlement; its use may be revised or withdrawn at any time if its use creates an obstacle to providing Village services. All flextime is to be approved by the Human Resources Director.

Section 5.2. Work Attendance

Excessive absenteeism, tardiness, or early departure may result in disciplinary action, up to and including immediate termination of employment.

Section 5.3. Assignment and Performance of Duties

All employees are subject to the general rules and regulations of the Village as promulgated in this manual and in other Village procedures. Nothing in this manual precludes or shall be construed as precluding the establishment of written departmental rules and regulations setting forth internal departmental operational policies and procedures. If a conflict occurs between the policies of the Village and the rules of any department, the policy or procedure as identified in this manual shall govern. This manual is intended to delineate generally significant aspects of policy of the Village of Algonquin affecting employees of the Village. However, this manual cannot be all-inclusive of other policies or regulations that may have relationship in some manner to employment conditions and/or obligations.

Employees shall perform the duties that are assigned to them by their immediate supervisor or department head, or as directed by the Village Manager or his designated representative.

The Village Manager shall decide all disputes or questions relating to the respective powers, duties, or obligations of all employees.

Employees under the jurisdiction of the Police Commission are also subject to the Commission's rules and regulations.

Section 5.4. Conduct, Work Habits, and Attitudes

Employees are expected to remember that as employees of the Village of Algonquin, they are its representatives. They are expected always to conduct themselves in a manner that is a credit to the Village. As a public institution, the ultimate employers are the citizens of Algonquin.

Therefore, all employees should keep in mind that they are public relations officers for the Village and have an important part to play in developing and maintaining good public relations. All residents shall be treated with courtesy and fairness.

All employees are expected to maintain high standards of conduct, cooperation, efficiency, pride, productivity, and economy of public funds in their work for the Village.

Section 5.5. Change of Address, Telephone Number, or Other Personnel Data

Employees must immediately report to the Human Resources Department any changes in their name, address, telephone number, emergency telephone number(s), and other relevant personal information so that the information can be entered into personnel records. Personal information such as marital status, dependents, beneficiaries, and so forth may be required to be reported for benefits or tax withholding purposes. The Village cannot be responsible for insurance, tax, financial, or other personal problems, misdirected mail and the like because of failure by the employee to give proper and timely notification of

changes in personal status or revised information, whether to the Village or to other agencies or organizations that require such information that the Village may transmit to them on the employee's behalf.

Section 5.6. Employee Identification

When necessary, Village employees will be issued proper identification to assist them in gaining necessary access while on routine or emergency Village business. Employees shall courteously and without hesitation show such identification to anyone who requests it.

Section 5.7. Appearance and Uniforms

Employees are expected to maintain a neat, clean appearance at all times. Inappropriate clothing shall not be worn while on duty. The Village may define appropriate dress and cleanliness at any time.

Uniforms or a uniform allowance may be furnished to certain Village employees. Such uniforms must be kept clean, neat, and in good condition, and must be worn while performing duties for the Village. At the time an employee leaves the employ of the Village, any returnable uniform items must be returned in acceptable condition. A charge will be made for returnable uniform items that are lost, damaged, returned in unacceptably soiled condition, or not otherwise returned.

Section 5.8. Village Vehicles, Equipment, Supplies, and Tools

Village vehicles, equipment, supplies, and tools are provided for Village employees in order to properly perform their assigned job responsibilities. Operation and use of Village vehicles, equipment, supplies, and tools must be related to specific Village service programs and departmental operating policies and procedures.

Breakdown or malfunction of any Village vehicle, equipment, supply, or tool shall be promptly reported to the employee's immediate supervisor or department head.

Village employees shall not permit unauthorized personnel to enter Village vehicles or equipment, and shall not permit unauthorized personnel to use Village vehicles, equipment, supplies, or tools.

When using Village equipment or operating Village vehicles, employees shall use proper care and caution. No Village vehicles, equipment, supplies, or tools may be used by any Village employee for personal or private purposes. Failure to properly use such property or failure to demonstrate such care and caution may result in disciplinary action, up to and including immediate termination of employment.

All Village of Algonquin-owned property, including lockers used by employees, may be subject to examination and inspection at any time by an employee's immediate supervisor, department head, Human Resources Director, or the Village Manager. Office supplies and stationery may be used only for Village business. Misuse of official Village letterhead is a serious offense which may result in disciplinary action, up to and including immediate termination of employment.

When safety equipment is issued to employees, it is mandatory that it be worn or used in an appropriate manner when performing tasks for which such equipment is provided. The immediate supervisor should enforce this policy.

Except in situations specifically authorized by the employee's supervisor, employees may not take Village equipment or supplies home.

Personal equipment, tools, or supplies may not be brought to the Village and used for Village purposes without prior authorization by the employee's immediate supervisor.

Section 5.9. Communication and Technology

A separate policy on Communication and Technology can be found in PowerDMS (the Village's online document management system).

Section 5.10. Personal Business Transactions

Employee activity with personal interests during work hours must be limited to emergency occasions or for circumstances where there is no other practical alternative. Transacting personal business, including that related to outside employment, during working hours is otherwise prohibited. This would include the use of any Village equipment for personal use and/or the use of personal phones while on Village time.

Section 5.11. Political Activities

Employees of the Village serve all Village residents equally and have certain responsibilities to residents. A Village employee also has rights as a citizen and is allowed to participate in political activities subject to the conditions listed herein. The political opinions or affiliations of any resident shall in no way affect the amount or quality of services received from or provided by the Village.

An individual's political affiliation, preference, opinion, or activities will not, in any way, influence the selection, hiring or any other term or condition of employment of a Village employee. Such will not be considered in employee promotion or assignment. The following guidelines will be used in defining political activity within the community:

- 1. No employee who is a candidate for an elective office shall engage in any campaign activities while at work or while performing work-related duties, or in any other way coerce or influence, or attempt to coerce or influence, others to endorse his or her campaign, to vote for him or her, or to engage in any other political activities on his or her behalf while the employee is at work or performing work-related duties.
- 2. No employee shall engage in any campaign activities, or in any other way coerce or influence, or attempt to coerce or influence, others to endorse a candidate, to vote for the candidate, or to engage in any other political activities on the candidate's behalf, or relative to a referendum question while at work or while performing work-related duties. Political activities are not prohibited but must be confined to nonworking hours.
- 3. Employees of the Village shall not, during working hours or while on duty, directly or indirectly, demand, solicit, collect, or receive any assessment, subscription, or contribution, whether voluntary or involuntary, intended for any election, referendum, or political purpose whatsoever from fellow employees or from the general public.
- 4. No employee of the Village shall use his position as a Village employee to attempt to solicit votes for any candidate for elected office or to lend credence to any such solicitation for any candidate for elected office, or relative to a local referendum.
- 5. No employee shall use Village facilities, including the telephone, copy machines, printers, or any other Village equipment or supplies for the purpose of preparing or promoting any political campaign. Employees may not invite political candidates to campaign on Village property.

6. No Village employee is required or expected to contribute money to any candidate or political party, or referendum supporters or opponents except on a purely voluntary basis.

Section 5.12. Media Relations

The Village Manager, designated PIO, Village President, and members of the Board of Trustees shall be the primary spokespersons of the Village on all official actions of the Village. If they are not readily available, the Village Manager or an authorized designee shall be the primary spokesperson on all official matters of the Village.

Prudence should be followed in making statements to the media and respecting protocol within the organization. Any comments on proposed changes to established policy or procedures must be stated as a recommendation. Comments to the media or general public on decisions made by the Village Board should be factual in nature when speaking as an employee of the Village.

In order to prevent misinformation or inappropriate information from being distributed to the media, other employees should not speak for the Village regarding Village business with members of the media without the knowledge of their department head or designee.

All news releases must be approved by the Village Manager prior to being released.

Section 5.13. Outside Employment

All full-time employees, including department heads, who desire to engage in outside employment with an employer other than the Village of Algonquin must obtain the prior written consent of the Village Manager.

Section 5.14. No Solicitation/No Distribution

Soliciting, collecting, distributing, or selling for any purpose between employees of the Village during the work time of the soliciting employee or the employee being solicited, or between employees, residents or the general public during the work time of the soliciting employee must not interfere with Village operations. "Work time" is defined as time during which the employee is scheduled to be working, exclusive of established break periods, meal times, and time before and after work hours.

Solicitation of Village employees and residents or members of the general public who are on Village property, or the distribution of literature, pamphlets, or other materials by individuals not employed by the Village must have approval by a Department Head or Village Manager.

No employee shall solicit a contribution, construed to mean either an overt or covert request or demand, or any action that implies that a contribution is necessary or advisable in order for public business to be transacted.

Section 5.15. Residency Requirements

Unless required by statute or ordinance, employees are not required to live within the corporate boundaries of the Village of Algonquin. However, Village employees are encouraged to do so.

Section 5.16. Restitution of Damage to Public Property or Village Funds

Employees are expected to respect and treat with care all public property and funds to which they are entrusted. Should any loss or damage occur to public property or funds owned or leased by the Village of Algonquin by willful, negligent or careless acts of any employee, such occurrences may result in disciplinary action, up to and including immediate termination of employment. The action which caused damage or

loss to public property or funds may also result in a requirement for restitution. If restitution is required, immediate arrangements for payment shall be initiated.

Section 5.17. Contractual Services and Purchases

Employees must follow Village purchasing procedures for any purchases made on behalf of the Village. The correct purchasing procedure is available from each employee's supervisor, department head, or the Finance Department.

ARTICLE 6. EMPLOYEE HEALTH AND SAFETY

Section 6.1. Safe Work Practices and Equipment Usage

The health and safety of employees is of utmost importance and concern to the Village. As such, the Village has established an employee safety program for all Village employees. The safety program contains policies, practices, objectives, and exceptions related to safety of all employees.

The objectives of the employee safety program are to reduce employee injuries, property damage, and work interruptions resulting from unsafe conditions and work habits, and to promote safety and accident prevention. Employees are expected to engage in safe work practices and equipment usage at all times. If an employee is not sure of a safe work practice or how to operate a vehicle, tool, or piece of equipment safely, he should obtain proper training from his supervisor prior to commencing work.

All employees are expected to abide by basic safety rules including, but not limited to, obeying all safety rules and using all safety and protective equipment provided to the employees, and following all safety instructions when using Village equipment, machinery, or vehicles.

Safety rules are contained in Village procedures which are available as separate publications within the various departments and through the Human Resources Department.

Section 6.2. Reporting Work-Related Injuries

Human Resources maintains detailed work-related procedures as well as injury and accident reports in PowerDMS (an online document management system) for all supervisors to access.

Section 6.3. Tobacco Use

It is the Village's goal to provide a healthy, comfortable, productive, and safe place to work. There is indisputable evidence that smoking and tobacco use is detrimental to good health; therefore, the Village's policy is that it will regulate smoking and tobacco use in the workplace. The Village strives to provide a tobacco-free work environment for employees and for the public who use its facilities.

Smoking, or the use of any form of tobacco, is strictly prohibited to anyone (e.g., staff, other employees, contractors, subcontractors, volunteers, visitors, and members of the public) on designated Village campuses, both indoors and outdoors, in Village-owned vehicles and in privately-owned vehicles parked on campus property at any time, including non-working hours. Designated Village campuses consist of the William J. Ganek Municipal Center, Historic Village Hall, Public Works Facility, Wastewater Treatment Plant, Water Treatment Plants, and Pumping Stations. Leaving the remains of tobacco products or any other related waste product on Village property is further prohibited. Failure to comply with these rules may result in disciplinary action, up to and including immediate termination of employment. See Tobacco-Free Campus Policy.

ARTICLE 7. EMPLOYEE DISCIPLINE

Section 7.1. Policy

Employees are expected to maintain reasonable standards of conduct, behavior, and performance and display a proper regard for the welfare and rights of other employees and the residents of the Village. When employees fail to meet the standards of performance or violate the reasonable rules of conduct, they may be dismissed, demoted, suspended, reprimanded, or otherwise disciplined as the circumstances warrant. An employee may be subject to disciplinary action for improper or inappropriate conduct including, but not limited to, violations of work rules and general rules and regulations, unacceptable behavior, misconduct, poor performance, or unacceptable attendance.

The Village may apply progressive discipline. However, an employee may still be immediately terminated instead of receiving progressive discipline for inappropriate conduct including but, not limited to, violation of work rules, unacceptable behavior, misconduct, or poor performance. The Human Resources Director and/or the Village Manager is available for consultation on disciplinary action and shall be advised in writing by a department head of all discipline issued.

Section 7.2. Guide for Determining Unacceptable Behavior

In addition to other guidelines outlined in this manual, administrative procedures, and relevant rules of the various departments, the Village has established certain minimum standards of conduct. Some of the prohibited conduct which employees should be familiar with are listed below. Participating or engaging in such conduct will subject an employee to disciplinary action ranging from an oral reprimand to immediate termination of employment, as deemed appropriate by the department head and/or the Human Resources Director and Village Manager. The illustrations of offenses listed are by way of example and are not intended to be all-inclusive; rather, the illustrations provide a general guide for determining unacceptable behavior. These rules do not limit the right of the Village to discipline or terminate an employee for any other reason. The Village may revise or change these rules as it deems necessary without prior notice.

- 1. Engaging in fighting, horseplay, or reckless conduct on Village premises or while on Village business.
- 2. Physically abusing, intimidating, offending, or coercing, through verbal threats, any resident, citizen, municipal official, fellow employee, or member of the general public. Using vile, intemperate, offensive, or abusive language, or acting in a disrespectful manner to any resident, citizen, municipal official, fellow employee, or any member of the general public.
- 3. Falsification or alteration of time sheets, personnel records, employment applications, attendance, or any other municipal records or documents.
- 4. Providing false information or information the employee should have known to be false to a department head, Human Resources Director, Village Manager, Village Trustee, Village President, or any other Village representative during an investigation of a Village- or employment-related incident.
- 5. Refusing to cooperate with the Village during an investigation of a Village- or employment-related incident.
- 6. Removing from Village premises, being in the unauthorized possession of, or using for personal or any other inappropriate use, any Village vehicle, equipment, supplies, tool, material, or property, or the vehicle, equipment, supplies, tool, or property of a resident, citizen, municipal official, or fellow employee.

- 7. Destroying, damaging, defacing, abusing, wasting, or misusing Village property, equipment, supplies, or materials, or the property, equipment, supplies, or materials of a resident, citizen, municipal official, or fellow employee.
- 8. Creating or contributing to an unsafe condition on Village premises or failing to adhere to safe operational or management practices.
- 9. Insubordination or refusal of a direct work order or assignment or other breach of discipline.
- 10. Leaving the assigned place of work during work hours when not authorized to do so.
- 11. Selling, distributing, using, consuming, being in possession of, or being under the influence of alcohol, unprescribed drugs, illegally prescribed drugs, or illegal drugs while on Village premises, while conducting Village business, while operating Village equipment, or while in the performance of any other assigned duties.
- 12. After an employee assistance program referral has been made, selling, distributing, using, consuming, being in possession of, or being under the influence of alcohol, unprescribed drugs, illegally prescribed drugs, or illegal drugs while on Village premises, while conducting Village business, while operating Village equipment, or while in the performance of any other assigned duties, or exhibiting behavior that indicates a problem exists with such drugs or alcohol.
- 13. Revealing confidential Village information without proper authorization.
- 14. Being absent without proper notification to the Village. Excessive, unreported, or unexcused absences from work. Trends and/or abuse of sick leave privileges or policy.
- 15. Unauthorized possession of a weapon of any kind on Village premises or while on Village business. This rule does not apply to sworn police officers carrying weapons pursuant to Police Department policy.
- 16. Violating the Equal Employment Opportunity, Sexual Harassment, or Americans with Disabilities Act Policies.
- 17. Sleeping, loitering, or loafing on duty.
- 18. Any conduct that threatens to breach the duty of care of the Village to its residents or to the community.
- 19. Incompetent, inefficient, negligent, or unsatisfactory performance of assigned work.
- 20. Disruptive attitude or abusive language that is detrimental to the service, programs, and operation of the Village.
- 21. Excessive tardiness or early departures from work.
- 22. Allowing the political affiliation of the employee or of a resident or member of the general public to affect or in any other way influence whether a resident or member of the general public receives Village services, or allowing the political affiliation of the employee or of a resident or member of the general public to affect or in any other way influence the type or quality of Village services available or provided to that resident or member of the general public.
- 23. Violating the Village Tobacco-Free Campus policy.

- 24. Any act that endangers the safety, health, or well-being of an employee or citizen, or that is of sufficient magnitude that the consequences cause or act to cause disruption of work or discredit the Village.
- 25. Violation of any of the provisions of the ethics standards listed in Section 15.
- 26. Misconduct or impropriety of similar seriousness to those items listed above.

Section 7.3. Forms of Discipline

The following forms of discipline are considered progressive and are listed in order of increasing severity. However, the Village may skip any level of discipline.

7.3.1. Oral Reprimands

- A) Oral reprimands consist of a conference between the employee's supervisor or other Village official issuing the reprimand and the employee for the purpose of expressing disapproval of misconduct or poor work performance, clarifying applicable rules or standards of performance, policies and procedures, and warning that repetition of the misconduct or failure to improve work performance may result in more severe discipline.
- B) Records of oral reprimands will be maintained in the employee's personnel file.
- C) Oral reprimands may be used for minor misconduct or performance problems or for first offenses where the offense is not of a sufficiently serious nature to warrant more severe disciplinary action. Generally, oral reprimands may be given ONLY for the first instance of misconduct.

7.3.2. Written Reprimands

- A) Written reprimands consist of a conference between the employee's supervisor or other Village official issuing the reprimand and the employee and of a letter or notice expressing disapproval of the misconduct or poor work performance, clarifying applicable rules, policies or procedures, and warning that repetition of the misconduct or failure to improve work performance may result in more severe discipline.
- B) The employee will be given an opportunity to review the written disciplinary letter or notice and to respond to it. The employee is required to sign the letter or notice, which means only that the employee has read the notice and understands what it means, not that the employee necessarily agrees with the discipline. An employee's refusal or failure to sign a disciplinary notice will constitute separate grounds for disciplinary action, up to and including immediate termination of employment. An employee will receive a copy of said notice. Copies of written reprimands shall be maintained in the employee's personnel file.
- C) Written reprimands may be used for repeated misconduct of a minor nature or for more serious misconduct that does not warrant suspension, dismissal or demotion.

7.3.3. Suspensions

A) Suspensions are a temporary removal from employment accompanied by a concurrent temporary loss of the privileges of employment including, but not limited to, wages or salary. Suspensions may be used to discipline employees for serious misconduct or performance problems or for repeated misconduct or performance problems of a less severe nature.

- B) Suspensions may be imposed for not less than one (1) but not more than five (5) days. Written notice of the suspension shall be placed in the employee's personnel file.
- C) In the event any order of suspension is reversed or reduced, the employee shall be paid any lost wages, salary, or benefits.

7.3.4. Reduction in Pay

- A) A "reduction in pay" is a temporary or permanent reduction in salary or hourly wage. "Permanent" means that the employee's base compensation is reduced and is not brought up to the previous level at the time of the next performance appraisal. It does not mean that the employee's compensation is frozen permanently.
- B) Reductions in pay may be used to discipline serious misconduct and may be used in addition to other forms of discipline.
- C) All other conditions of regular ongoing performance appraisal expectations must be met by the employee.
- D) Reductions in pay must be approved by the Village Manager.
- E) Written documentation of the reduction in pay shall be placed in the employee's personnel file.

7.3.5. Demotion

- A) Demotion is the reduction in grade or class of employment or assignment to a position of less responsibility, with a corresponding reduction in wage or salary.
- B) All demotions shall be in writing, and written notice of a demotion shall be placed in the employee's personnel file.
- C) Demotions may be used to punish serious misconduct and may be used in addition to other forms of discipline.
- D) Demotions must be approved by the Village Manager.

7.3.6. Discharge (Termination)

- A) Discharge, or termination of employment, is the permanent removal from employment with the corresponding permanent loss of all privileges of employment.
- B) Discharges must be approved by the Village Manager.
- C) An employee may be immediately discharged for any improper or inappropriate conduct including, but not limited to, violation of work rules and general rules and regulations, unacceptable behavior, misconduct, poor performance, or unacceptable attendance, without ever having received an oral reprimand, a written disciplinary notice, a suspension, a reduction in pay, or a demotion.
- D) Written documentation of the discharge shall be placed in the employee's personnel file.

Section 7.4. Appeals

An employee may appeal any disciplinary action imposed by his/her department head by submitting to the Village Manager or his designee, within ten (10) business days after receiving the discipline, a written request for review of the disciplinary action, clearly setting forth the basis for disputing the discipline

imposed. The Village Manager or his designee should, within seven (7) working days after receiving a written appeal and after conducting any investigation which in his/her sole discretion is deemed appropriate, respond in writing. The Village Manager or his designee's response should include an explanation of why the appeal is being granted, modified, or denied. The Village Manager's, or his designee's decision, shall be final.

ARTICLE 8. EMPLOYEE COMMUNICATION PROCEDURE

Section 8.1. Policy and Definition

The Village recognizes that, as in any organization, frustration or dissatisfaction may occur because an employee might not know, understand, or agree with certain policies or decisions. In addition, the Village recognizes that differences arise out of the employment relationship in all organizations. In most cases, these differences can be settled quickly and informally between supervisors and employees. However, some differences cannot be resolved through the informal process of discussion and can be resolved only through a more formal process. As such, the Village has established an employee communication procedure to help facilitate the communication process.

Section 8.2. Procedure

All Village employees are encouraged to use the following employee communication procedure to bring any concerns or problems they might have to the attention of Village officials:

Step 1:

Experience has shown that many problems can be satisfactorily resolved by an informal discussion between employees and their immediate supervisors. Thus, employees should, within three (3) working days of the occurrence of the situation concerning the employee, informally discuss their concerns with their immediate supervisor. The supervisor should provide a verbal response within three (3) working days. If the immediate supervisor does not or cannot provide the employee with an acceptable response, the employee should go to Step 2 of this employee communication procedure. If the concern or problem involves an employee's immediate supervisor, the employee may begin the procedure by contacting the department head, Human Resources Director or the Village Manager.

Step 2:

If a problem or concern is not adequately resolved under Step 1, the employee should put the concern or question in writing and submit it to their department head within seven (7) working days of the date of the occurrence of the situation concerning the employee. This writing should include an explanation of the incident or matter causing the concern or problem, the date and time of the occurrence of the incident or matter, and the relief or specific action sought by the employee. This procedure should be followed even if the immediate supervisor is the employee's department head.

The department head should investigate the incident or matter and provide a written response to the employee within five (5) working days after receipt of the employee's written complaint. This response should specifically identify the concern or problem and what actions, if any, the department head has taken to respond to or resolve the concern. The department head shall also provide the Human Resources Director with a copy of the written complaint and the department dead's written response.

Step 3:

If the employee is not satisfied with the response of the department head, the written complaint may be submitted to the Human Resources Director within five (5) working days of the date of the

department head's written response. The Human Resources Director shall review the entire issue and make a final decision on the matter within ten (10) working days of receiving the written complaint. The Human Resources Director's decision shall be final, and the employee shall be advised of the Human Resources Director's decision, and the reasons for that decision, in writing.

To be effective, this employee communication procedure will require the cooperation of employees, supervisors, department heads, and the Human Resources Director. The Village hopes that this procedure will be a tool that all employees can use to improve communication in the workplace.

ARTICLE 9. EMPLOYEE PERSONNEL FILES

Section 9.1. Inspections

An employee can inspect his or her own personnel file twice a year. To inspect your personnel file, you should take the following steps:

- 1. Submit a written request to inspect your personnel file to the Human Resources Director.
- 2. Every employee will normally be allowed to inspect his or her personnel file within seven days from the date of the written request. If the Village cannot reasonably meet this seven-day time period, it may request a seven-day extension.
- 3. Every employee will be allowed to inspect his or her personnel file at the Ganek Municipal Center during normal working hours unless other arrangements are agreed upon. No employee can remove his or her personnel file from the Ganek Municipal Center, but the employee may request the Village to mail a copy of his or her personnel file if the employee is unable to inspect it at the Ganek Municipal Center. Employees may request copies of any documents in their file. The Village will furnish copies upon payment by the employee for the cost of copying them.
- 4 By law, there are some items that might be kept in an employee's personnel file that the employee has no right to inspect. Such items include, but are not limited to, letters of reference, test documents, materials relating to the Village's staff planning, information about other people if allowing inspection of those documents would invade the privacy of the people referred to, records involving the employee that are relevant to a judicial proceeding between the Village and the employee, and any records alleging criminal activity.
- 5. If an employee disagrees with any information contained in his or her personnel file, the information may be removed or corrected by mutual agreement of the Village and the employee. If an agreement cannot be reached, the employee may submit a written statement of his or her position, which the Village will attach to the disputed record.

Section 9.2. Verification of Employment Records

In order to prevent misinformation, confidential information, or invalid information from being disseminated, calls from employers, creditors, financial institutions, or other inquiries seeking employment information about current or former employees should be referred to the Human Resources Director who maintains the personnel records. Questions that address performance issues of a current or former employee should not be answered by coworkers, supervisors, or department heads; instead, all contacts of this nature should be directed to the Human Resources Director.

ARTICLE 10. EQUAL EMPLOYMENT OPPORTUNITY (EEO)

Section 10.1. Statement of Policy

The Village assures Equal Employment Opportunity (EEO) in all of its employment practices, including those pertaining to:

Recruitment Compensation
Hiring Benefits
Placement Training

Transfers Layoff and Recall

Promotions Discipline
Practices Demotions
Evaluations Terminations

These will be administered without regard to race, color, creed, religion, ancestry, national origin, age, handicap, sex, marital status, veteran status, or any other basis prohibited by applicable federal, state, or local fair employment laws or regulations.

It is the responsibility of every Village official and employee to give this policy full support by leadership and personal example. In addition, it is the duty of every Village official and employee to create a job environment that is conducive to this policy.

Overall responsibility for the direction and enforcement of this Equal Employment Opportunity Policy has been assigned to the Human Resources Director who will serve as the EEO Officer.

Any employee who believes that he or she has been treated unfairly because of his or her race, color, creed, religion, ancestry, national origin, age, handicap, sex, marital status, veteran status, or any other basis prohibited by applicable federal, state, or local fair employment laws or regulations should immediately submit a written report of the incident to his or her department head. Department heads should immediately report the situation to the EEO Officer. If an employee believes that he or she has been treated unfairly in any of these areas by his or her department head, the employee should immediately submit a written report to the attention of the EEO Officer.

All written complaints of discrimination or unfair treatment based on race, color, creed, religion, ancestry, national origin, age, handicap, sex, marital status, veteran status, or any other basis prohibited by applicable federal, state, or local fair employment laws or regulations will be promptly investigated and the appropriate corrective action taken. After investigation, any department head or other employee found to have violated the Village's policy may be subject to appropriate disciplinary action, up to and including immediate termination of employment. If an investigation results in a finding that a complainant has falsely accused another of discrimination or unfair treatment, the complainant may be subject to appropriate disciplinary action, up to and including immediate termination of employment.

The Village will not in any way retaliate against an individual who makes a report of discrimination or unfair treatment based on race, color, creed, religion, ancestry, national origin, age, handicap, sex, marital status, veteran status, or any other basis prohibited by applicable federal, state, or local fair employment laws or regulations, nor will the Village permit any other Village official or employee to do so. Retaliation is a serious violation of this policy and should be reported immediately. Any person found to have retaliated against another individual for reporting discrimination or unfair treatment may be subject to appropriate

disciplinary action, up to and including immediate termination of employment. For additional information regarding recruitment, refer to the Village's Employment Outreach Program.

ARTICLE 11. AMERICANS WITH DISABILITIES ACT (ADA)

Section 11.1. Statement of Policy

It is the policy of the Village of Algonquin to comply with all provisions of the Americans with Disabilities Act (ADA). The Village will not discriminate against any qualified employee or job applicant with respect to any term or condition of employment based on a physical or mental disability or the perception of a physical or mental disability. If an individual is qualified to perform the essential and fundamental functions and duties associated with a job, the Village will make reasonable accommodations as necessary for applicants and employees with disabilities, provided that such accommodations do not pose a threat to safety or cause an undue hardship to the Village. The Village's public notice relating to the Americans with Disabilities Act is available through the Human Resources Department.

The Village's ADA procedures are contained in **Appendix C** of this manual.

ARTICLE 12. DRUG-FREE WORK PLACE ACT

Section 12.1. Statement of Policy

Pursuant to the Drug-Free Work Place Act of 1988, an Illinois state law, the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis (i.e., marijuana, hashish), is prohibited in the Village's workplace or at any work site where Village work is performed.

The provisions of the Drug-Free Work Place Act are detailed in **Appendix D** of this manual.

ARTICLE 13. DRUG AND ALCOHOL USE POLICY

Section 13.1. Statement of Policy

In order to provide a drug-free, healthful, and safe secure work environment, the Village will regulate the use of drugs and alcohol in the workplace. In addition, the purpose of this policy is to perform the necessary drug and alcohol testing pursuant to the federally-mandated requirements of the Omnibus Transportation Employee Testing Act of 1991 as delineated under U.S. Department of Transportation Drug and Alcohol Testing Regulations 49 CFR Part 40 and 382. The drug-related and alcohol-related requirements of this law became effective January 1, 1996. The Village may, therefore, require any employee holding a Commercial Driver's License (CDL) and all other employees for reasonable cause to submit to a drug and alcohol test to determine the presence of alcohol or marijuana, cocaine, opiates, amphetamines, and phencyclidine (PCP) in the system. This screening will be conducted while the employee is on Village-paid time at Village expense and will be mandatory. All test results will remain confidential.

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol by employees is prohibited on all municipal premises, in any Village-owned or leased motor vehicle, or at any other location where the employee is assigned to perform work.

The Village's procedures dealing with drug and alcohol use are contained in **Appendix E** of this Manual.

ARTICLE 14. ANTI-HARASSMENT POLICY

Section 14.1. Statement of Policy

Harassment is illegal. The Village of Algonquin is committed to maintaining a work environment that encourages and fosters appropriate conduct among employees and respect for individual values and sensibilities. Accordingly, this Village intends to enforce its Harassment Policy in all aspects of the Village's operations in order to create an environment free from discrimination of any kind, including sexual harassment.

The Village's procedures dealing with harassment issues are contained in **Appendix F** of this manual.

ARTICLE 15. EMPLOYEE ETHICS

Employees are expected to conduct themselves in a professional and businesslike manner without any appearance of impropriety. As in any organization, Village employees are ambassadors for the Village and represent the values and accepted practices of the Village.

Employees should avoid any possible conflict of interest and are required to abide by the following rules:

- A) Fiduciary Duty. Employees, officials, and appointees shall at all times in the performance of their public duties owe a fiduciary duty to the Village of Algonquin. This means that the funds they are authorized to spend or the reimbursements they receive for expenditures that they incur are public moneys and should be spent in a prudent, conservative fashion consistent with appropriate accounting and reporting, budget approval, supervisor authorizations, and other good internal controls.
- B) Improper Influence. No employee, official, or appointee shall make, participate in making, or in any way attempt to use his position to influence any governmental decision or action in which he knows or has reason to know that he has a financial interest. An official, appointee, or employee has a financial interest in a governmental decision or action when it is reasonably foreseeable that said decision or action will have a material effect on said official, appointee, or employee distinguishable from its effect on the public generally. Said person shall refrain from all official activity and discussion respecting such a matter and shall publicly state the nature and extent of his interest in the matter prior to any deliberation conducted thereon. However, such an interested member or employee may be considered present for the purpose of establishing a quorum.
- C) Criminal Misconduct. An official, employee, or appointee shall not commit the act of bribery, intimidation, official misconduct, or perjury. Proof of such offenses shall be evidenced by a certified record of conviction in any court of jurisdiction.
- D) Use or Disclosure of Confidential and Personal Information. No current or former public official, appointee, or employee shall use or disclose, other than in the appropriate performance of his official duties and responsibilities, confidential or other nonpublic information gained in the course of employment, or by reason of his position or employment that has been identified to such official, employee, or appointee as a confidential matter by the Village Manager, Village Attorney, or Village Board. Information about the personal or business affairs of other employees or Village officials should be treated with the same standard of confidentiality.
- E) Gifts, Gratuities, and Favors. No Village official, appointee, or employee shall solicit or accept anything of value including, but not limited to, a gift, gratuity, favor, service, fee, reward,

entertainment, or promise of future employment in connection with his or her municipal employment or for providing any municipal or other official services, or based upon any understanding, either explicit or implicit, that the official actions, decisions, or judgments of any official or employee would be influenced thereby. Any gift or other thing of value received in violation of these provisions shall be refused and/or returned to the sender. If gifts of food or candy of nominal value are offered during holiday seasons, they may be accepted but shall be made available to all employees to consume on Village premises only.

- F) Employee Economic Interests Disclosures. All employees required by state statute to file an annual economic interest report shall do so. Evidence of the proper filing of these disclosures must be filed with the Human Resources Department.
- G) Employment of Relatives. No official, appointee, or employee shall employ or advocate for employment, in any department or area over which said official, appointee, or employee either serves or exercises jurisdiction or control, any person who is a relative of said official, employee, or appointee, or in exchange for or in consideration of the employment of any of said official's, employee's, or appointee's relatives by any other official, appointee, or employee. The Village Manager may grant exceptions to this policy for part-time, interns, or seasonal positions. This policy does not preclude the hiring of employees' relatives, but the hiring decision shall not be made by the employee who is related. No employee shall serve as the direct supervisor of a relative of said employee nor serve in the same department as the relative without the consent of the Village Manager.
- H) Honoraria and Payment for Appearances. From time to time, employees may be asked to appear before civic, charitable, political, church, or other groups in an official capacity as a representative of the Village. Employees should channel all such requests through their supervisors and receive appropriate permission for such appearances. Employees may be reimbursed for expenses only, or may accept a meal if their presentation is at a meeting where food is served. Personal fees, tips, gifts, or other favors of any kind in return for such an appearance may not be accepted.
- Endorsements. No employee shall explicitly or implicitly endorse or recommend to the general public or media a product, service, firm, developer, or other organization, which conducts, seeks, or could conduct business with the Village.
- J) False Information. No employee shall make any intentionally false statement or any statement that is intentionally misleading, or intentionally omit material facts in the conduct of his work, or record any false information in the books, records, accounts, or files of the Village, including, but not limited to, expense accounts, vouchers, bills, invoices, time sheets, payroll and service records, permits, and computer entries. Employees who become aware of any transaction or item of information that has been falsely or improperly recorded, or who knows of any conduct or activity engaged in by any Village employee or one of its agents that the employee knows or reasonably suspects is fraudulent or criminal in nature, or that may expose the Village to liability shall immediately report such knowledge to their immediate supervisor, the Village Manager or his designee.
- K) Collusion. No employee shall assist any other employee(s) in the violation of these policies. Such collusion shall be deemed to be as serious an offense as that is being committed by the first employee(s).
- L) Gift Ban Act. No employee shall violate the Village Gift Ban Act as required by State of Illinois.

ARTICLE 16. RESIGNATIONS, LAYOFFS, TERMINATIONS, AND TRANSFERS

Section 16.1. Resignations

An employee may resign at any time with or without prior notice to the Village. However, if possible, the Village would ask that departing employees submit a written resignation to their department head not less than two weeks prior to the date of the intended departure. Employees in supervisory or executive positions are encouraged to give longer notice if possible.

Sworn officers who resign should submit written resignations to the Police Commission as well.

An employee who resigns in good standing may be eligible for reappointment at a future time, providing an opening is available and his qualifications for that position are satisfactory. If reappointed, the employee starts as a new employee insofar as continuous service, accumulated sick leave, and benefits are concerned, unless the reappointment occurs within five (5) working days of his previous resignation.

Section 16.2. Layoffs

If it becomes necessary to eliminate certain positions or reduce payroll because of changing requirements, employees may be laid off. Laid off employees do not accrue and are not eligible to receive benefits, except for COBRA insurance coverage. Employees who have been laid off will, if rehired within one (1) year, be reinstated with full seniority and restoration of benefits.

Section 16.3. Terminations

Termination of an employee's employment shall be in accordance with Article 7.

Section 16.4. Exit Interviews

Prior to the issuance of the final paycheck for departing employees, the Human Resources Director and/or the Village Manager may conduct an exit interview with the employee. If an exit interview is conducted, a report of that interview shall be placed in the employee's personnel file.

Section 16.5. Transfers

A lateral transfer consists of a reassignment of an employee to another job of similar pay, status, classification, and responsibility. Transfers are made whenever feasible or necessary to meet the needs of the Village.

Transfers will be discussed with the affected employee in order to explain reasons for the transfer.

Reassignments due to reorganization can, however, result in a downgrade in job classification based on responsibilities, workload, or other relevant factors.

Section 16.6. Reimbursements and Return of Village Property

Departing employees are expected to reimburse the Village for any moneys, debts, or obligations owed to the Village, and/or to return any Village-owned property that may have been assigned to them including, but not limited to, advances for expenses, tuition reimbursement, restitution, keys, uniforms, identification cards, and other materials and equipment. The Village may enforce this by written agreement or other lawful means.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX A - FAMILY AND MEDICAL LEAVE ACT POLICY AND PROCEDURES

Section 3.10.1. Provisions.

In accordance with the Family and Medical Leave Act (FMLA), and subject to the conditions stated below, the Village will grant to eligible employees up to twelve (12) weeks of job-protected unpaid family and medical leave, per twelve (12) month period, for any one or more of the following reasons:

- A. *The birth of an employee's child, to care for such child or the placement of a child with the employee for adoption or foster care. (Leave for this reason must be taken within the twelve-month period following the child's birth or placement with the employee. If both spouses work for the Village, each is permitted to take only a combined total of twelve (12) weeks leave during any twelve (12) month period.)
- B. To care for the employee's immediate family member, if the immediate family member has a serious health condition; or
- C. The employee's own serious health condition that makes the employee unable to perform the essential functions of his or her position.
 - *As a female, you are eligible for 12 weeks of leave, described as follows: the initial six weeks of leave following the birth of your child (or during pregnancy as a result of complications) is considered leave for your own serious health condition. Once the six weeks have lapsed (after the birth of your child) you are able to remain off work for an additional six weeks (12 weeks total) however, your benefit usage would then qualify for the care of and bonding with a newborn child. If, after the initial six weeks, your doctor qualifies you for additional leave due to a "serious health condition" you must provide the appropriate Federal FMLA documentation (provided by H.R.) from your doctor.

Section 3.10.2. Definitions.

"Twelve-month period" means a rolling twelve (12) month period measured backward from the date leave is taken and continuous with each additional leave day taken.

"Spouse" means married domestic partner.

"Child" means a child under 18 years of age, or 18 years of age and older, who is incapable of self-care because of a mental or physical disability as determined by the Social Security Act and Americans with Disabilities Act (ADA) regulations. An employee's child is one for whom the employee has actual day-to-day responsibility for care and includes a biological, adopted, foster, or stepchild.

"Parent" means the biological parent or an individual who stands or stood in loco parentis (in the place of a parent) to the employee when the employee was a child. It excludes "parents-in-law."

"Immediate Family" means the employee's spouse, child, or parent.

"Serious Health Condition" means an illness, injury, impairment or physical or mental condition that involves:

- 1. Inpatient care; or
- 2. Any period of incapacity requiring absence from work for more than three calendar days, that also involves continuing treatment by (or being under the supervision of) a health care provider; or

- 3. Continuing treatment by (or under the supervision of) a health care provider for a chronic or long-term health condition that is incurable or which, if left untreated, would likely result in a period of incapacity of more than three calendar days; or
- 4. Prenatal care from a health care provider.

"Incapable of self-care" means that the individual requires active assistance or supervision to provide daily self-care in several of the activities of daily living, such as caring appropriately for one's grooming or hygiene, bathing, dressing, eating, cooking, cleaning, shopping, taking public transportation, paying bills, maintaining a residence, using telephones, and the like.

"Health Care Provider" means a doctor of medicine or osteopathy, or any other person determined by the Federal Government to be capable of providing health care services including podiatrists, dentists, clinical psychologists, optometrists, chiropractors, nurse-practitioners, nurse-midwives authorized to practice by state law, and Christian Science practitioners.

"Medical necessity" means there must be a medical need for the leave, as distinguished from voluntary treatments or procedures.

Section 3.10.3. Eligible Employee.

- A. To be eligible for FMLA, an employee must:
 - 1. Have worked for the Village at least 12 months (meaning the employee was maintained on the payroll); and
 - 2. Have worked at least 1250 hours during the year preceding the start of the leave. Hours worked are determined by applying the principles of the Fair Labor Standards Act (FLSA).
- B. Exempt employees who have worked for the Village at least 12 months are presumed to have met the minimum service required for eligibility.

Section 3.10.4. Request for Leave

A. No Need to Assert FMLA Rights

Employees need not expressly assert their rights under the FMLA, or even mention the FMLA when applying for leave. It is enough to state that leave is needed for one or more of the covered reasons, listed under the heading "Family and Medical Leave Provisions" above.

B. Leave for Medical Condition

The Village may have to inquire further to determine whether the leave requested is for a serious health condition which must be supported by a Medical Certification from the health care provider.

C. Planning Treatment

Upon getting notice for a leave, the Village may, for business reasons, require the employee to try to reschedule the treatment, so long as the treating health care provider approves the modification of the treatment schedule.

Section 3.10.5. Notice Requirement

- A. Foreseeable Leave
 - 1. Unpaid leave: An employee must give 30 days' notice if the leave is foreseeable and unpaid. The request for leave must be accompanied by the "Employee Leave Request Form" furnished by the Human Resources Director. If the employee fails to give 30 days' notice without having a reasonable excuse for the delay, the leave will be denied until 30 days after the employee provides the notice.

2. Paid leave: The notice period for a foreseeable paid leave is the same which the employee is required to give to use vacation, sick leave or whatever applicable paid benefit time the employee requests, and is determined either by the Village Personnel Policies and Procedures, or a departmental or Village-wide procedure. The substitution of paid leave for the otherwise unpaid leave provided by the FMLA is described below.

B. Unforeseeable Leave

 Unpaid leave: In unexpected or unforeseeable situations, an employee should provide as much notice as is practicable under the circumstances. It is expected that the employee would give notice within one or two business days of learning of the need for the leave, except in extraordinary circumstances. The notice shall be followed by the completed "Employee Leave Request Form."

In case of a medical emergency involving either the employee's own or the immediate family member's serious health condition, the Village's otherwise required advance notice is unenforceable when FMLA leave is involved.

2. Paid leave: The provisions described under Section 3.10.5.A-2 above apply.

Section 3.10.6. Medical Certification

A. Time Frame to Submit Form

For leaves (unpaid) taken because of the employee's or a covered family member's serious health condition, the employee must submit a completed "Medical Certification" form available from the Human Resources Director within 15 days after the Village requests completion of the form, or as soon as reasonably possible.

B. Subsequent Medical Opinion/Reports

The Village may require a second or third opinion, at the Village's expense, and periodic reports on the employee's status and intent to return to work. The employee must furnish a fitness for duty report to return from a leave taken because of the employee's own serious health condition.

Section 3.10.7. Intermittent or Reduced Leave

A. Serious Health Condition

If it is medically necessary, leave may be taken intermittently (a few days/hours at a time), or on a reduced leave schedule to care for an immediate family member with a serious health condition, or because of the employee's own serious health condition.

- Medical Necessity: The treatment regimen and other information given on the "Medical Certification" form is enough to certify the medical necessity of intermittent or reduced leave. However, the employee must schedule such leave so as not to disrupt the Village's operations. Upon request, the employee shall provide the Village with the reasons why the intermittent/reduced leave schedule is necessary, and furnish a schedule of the treatment. The Village and the employee will work out a mutually agreeable schedule, subject to the approval of the health care provider.
- 2. Temporary Transfer: The employee may be required to transfer temporarily to a position with equivalent pay and benefits that better accommodates recurring periods of leave, when the leave is planned for scheduled medical treatment.

B. Department's Consent

A leave taken intermittently or on a reduced leave schedule for the birth of the employee's child, or the child's placement with the employee for adoption or foster care, requires the department head's consent.

C. Part-time/Variable Hours Employees

For part-time employees and those working variable hours, the FMLA leave entitlement is calculated on a pro-rata basis whereby the 12 weeks worked immediately prior to the start of the leave are used to calculate the employee's normal work week.

D. Exempt Employees

Exempt employees' salaries will be reduced by the hours taken as intermittent or reduced leave during the work week, without affecting their exempt status.

Section 3.10.8. Military leave

A. Qualifying Exigency Leave

An eligible employee may take FMLA leave for any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is on (or has been notified of an impending call to) "covered active duty" in the Armed Forces. "Covered active duty" for members of a regular component of the Armed Forces means duty during deployment of the member with the Armed Forces to a foreign country. If in the reserves (U.S. National Guard or Reserves), "covered active duty" means duty during deployment of the member with the Armed Forces to a foreign country under a call or order to active duty in a contingency operation. FMLA leave can be used for the following "qualifying exigencies":

- 1) Short notice deployment;
- 2) Military events and related activities;
- 3) Child care and school activities;
- 4) Financial and legal arrangements;
- 5) Counseling;
- 6) Rest and recuperation;
- 7) Post-deployment activities; and
- 8) Additional activities agreed to by the District and employee.

B. Military Caregiver Leave

Eligible employees who are a spouse, son, daughter, parent or next of kin of a covered service member are eligible to take up to 26 work weeks of leave in a single 12-month period to care for the covered service member suffering from a serious illness or injury incurred in the line of duty on active duty.

"Covered Service Member" also includes veterans who are undergoing medical treatment, recuperation, or therapy for a serious injury or illness so long as the veteran was a member of the Armed Forces at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

"Serious injury or illness" means for a current member of the Armed Forces includes both serious injury or illness that was incurred by the member in the line of duty on active duty but also a pre-existing serious injury or illness that was aggravated by service in line of duty on active duty in the Armed Forces that may render the member medically unfit to perform the duties of the member's office, grade, rank or rating. For a veteran, serious injury or illness means a qualifying injury or illness

that was incurred in the line of duty on active duty in the Armed Forces or preexisting condition aggravated by service in line of duty on active duty in the Armed Forces and that manifested itself before or after the member became a veteran.

Section 3.10.9. Substitution of Paid Leave

A. Required Substitution

Employees are required to substitute accrued paid benefit time for any part of an FMLA leave taken. Substitution of accrued benefit time for unpaid leave will occur in the following order for the three qualified reasons indicated in Section 3.10.1 of this Appendix:

1. The birth of an employee's child: Vacation, Comp, Personal, Sick.

2. To care for an employee's

immediate family member: Vacation, Comp, Personal, Sick.

3. The employee's own serious health condition:

Sick, Vacation, Comp, Personal.

B. Combination of Paid/Unpaid Leave

When an employee has used accrued paid benefit time for a portion of FMLA leave, the employee may request an additional period of unpaid leave for a total combined leave of 12 weeks.

C. Right of Substitution

An employee has the right to substitute all of his/her accrued paid benefit time, so long as the Village Personnel Policy Manual or the relevant collective bargaining agreement permits the use of paid benefit time for the type of FMLA leave requested.

Section 3.10.10. Effect on Benefits

A. Group Insurance

The employee's group health insurance and life insurance plan continues under the same conditions as coverage would have been provided if the employee had continuously been employed during the leave period.

B. Insurance Contributions

Employees' contributions to premiums continue at the same level as if they were actively employed. If there is a change in the employee's share of premium costs, they are notified of the change and expected to pay the premium they would have paid had they not been on leave.

- 1. Paid leave: Employees who are on paid leave will have their premium payments withheld through payroll deduction.
- 2. Unpaid leave: Employees who are on unpaid leave will be advised in writing at the beginning of the leave period of the amount, method, and due date of their premium payments.
- 3. Late payment: If an employee's premium payment is more than thirty (30) days late, the Village may terminate the health coverage. However, the coverage will be restored immediately upon the employee's return from leave.
- 4. Reimbursement: If the Village pays the employee's share of the premium which the employee missed during the leave, the Village may require that the employee reimburse it upon return from leave. The employee will be required to sign a written statement, at the beginning of the leave, authorizing payroll deductions for delinquent payments.

- 5. Premium conversion: If applicable, the paying of insurance premiums with pre-tax dollars by employees enrolled in a premium conversion plan is described in the FMLA Administrative Procedure.
- 6. Employee does not return from leave: If the employee fails to return from leave for reasons other than the continuation of the employee's serious health condition, or the serious health condition of a covered family member, or circumstances beyond the employee's control, or the employee returns to work for less than 30 days, the Village may seek reimbursement for the employer's share of the premiums paid on behalf of the employee during the period of the leave.

C. Other Benefits

An employee is not entitled to seniority or benefit accrual during periods of unpaid leave, unless otherwise stated in the Village Personnel Policy Manual, collective bargaining agreement, or law. However, the employee will not lose any benefit accrued prior to the leave.

Section 3.10.11. Job Protection

- A. Same or Equivalent Position
 - If employees return from leave by the end of twelve (12) weeks, or before, they are reinstated to the former position or an equivalent one, with equivalent pay, benefits, status, authority, and other conditions of employment as they held before going on leave.
- B. Restoration Rights

The restoration rights of an employee returning from FMLA leave are the same as they would have been had the employee continued to work. Therefore, had the employee's position been eliminated, or the employee been terminated while actively at work, there is no right to be reinstated upon return from leave.

- C. Late Return
 - If the employee fails to return by the end of twelve (12) weeks, reinstatement to the same or similar position occurs only if it is available. Otherwise, the employee's employment may be terminated.
- D. Key Employee
 - An exception to reinstatement may also be made in the case of a "key employee," even if the "key employee" returns timely from leave. A "key employee" is an exempt employee and is among the 10% highest paid of all Village employees. "Key employees" will be notified of their status in writing when they request FMLA leave and informed as to whether there is a possibility that reinstatement will be denied after leave. Restoration may be denied if it causes substantial and grievous economic injury as defined by FMLA regulations.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX B - COBRA PROCEDURES

Introduction

You're getting this notice because you recently gained coverage under a group health plan (the Plan). This notice has important information about your right to COBRA continuation coverage, which is a temporary extension of coverage under the Plan. This notice explains COBRA continuation coverage, when it may become available to you and your family, and what you need to do to protect your right to get it. When you become eligible for COBRA, you may also become eligible for other coverage options that may cost less than COBRA continuation coverage.

The right to COBRA continuation coverage was created by a federal law, the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). COBRA continuation coverage can become available to you and other members of your family when group health coverage would otherwise end. For more information about your rights and obligations under the Plan and under federal law, you should review the Plan's Summary Plan Description or contact the Plan Administrator.

You may have other options available to you when you lose group health coverage. For example, you may be eligible to buy an individual plan through the Health Insurance Marketplace. By enrolling in coverage through the Marketplace, you may qualify for lower costs on your monthly premiums and lower out-of-pocket costs. Additionally, you may qualify for a 30-day special enrollment period for another group health plan for which you are eligible (such as a spouse's plan), even if that plan generally doesn't accept late enrollees.

What is COBRA continuation coverage?

COBRA continuation coverage is a continuation of Plan coverage when it would otherwise end because of a life event. This is also called a "qualifying event." Specific qualifying events are listed later in this notice. After a qualifying event, COBRA continuation coverage must be offered to each person who is a "qualified beneficiary." You, your spouse, and your dependent children could become qualified beneficiaries if coverage under the Plan is lost because of the qualifying event. Under the Plan, qualified beneficiaries who elect COBRA continuation coverage must pay for COBRA continuation coverage.

If you're an employee, you'll become a qualified beneficiary if you lose your coverage under the Plan because of the following qualifying events:

- Your hours of employment are reduced, or
- Your employment ends for any reason other than your gross misconduct.

If you're the spouse of an employee, you'll become a qualified beneficiary if you lose your coverage under the Plan because of the following qualifying events:

- Your spouse dies;
- Your spouse's hours of employment are reduced;
- Your spouse's employment ends for any reason other than his or her gross misconduct;
- Your spouse becomes entitled to Medicare benefits (under Part A, Part B, or both); or
- You become divorced or legally separated from your spouse.

Your dependent children will become qualified beneficiaries if they lose coverage under the Plan because of the following qualifying events:

- The parent-employee dies;
- The parent-employee's hours of employment are reduced;
- The parent-employee's employment ends for any reason other than his or her gross misconduct;
- The parent-employee becomes entitled to Medicare benefits (Part A, Part B, or both);
- The parents become divorced or legally separated; or
- The child stops being eligible for coverage under the Plan as a "dependent child."

When is COBRA continuation coverage available?

The Plan will offer COBRA continuation coverage to qualified beneficiaries only after the Plan Administrator has been notified that a qualifying event has occurred. The employer must notify the Plan Administrator of the following qualifying events:

- The end of employment or reduction of hours of employment;
- Death of the employee;
- Commencement of a proceeding in bankruptcy with respect to the employer; or
- The employee's becoming entitled to Medicare benefits (under Part A, Part B, or both).

For all other qualifying events (divorce or legal separation of the employee and spouse or a dependent child's losing eligibility for coverage as a dependent child), you must notify the Plan Administrator within 60 days after the qualifying event occurs. You must provide this notice to: Human Resource Director, Village of Algonquin, 2200 Harnish Drive, Algonquin, IL 60102.

How is COBRA continuation coverage provided?

Once the Plan Administrator receives notice that a qualifying event has occurred, COBRA continuation coverage will be offered to each of the qualified beneficiaries. Each qualified beneficiary will have an independent right to elect COBRA continuation coverage. Covered employees may elect COBRA continuation coverage on behalf of their spouses, and parents may elect COBRA continuation coverage on behalf of their children.

COBRA continuation coverage is a temporary continuation of coverage that generally lasts for 18 months due to employment termination or reduction of hours of work. Certain qualifying events, or a second qualifying event during the initial period of coverage, may permit a beneficiary to receive a maximum of 36 months of coverage.

There are also ways in which this 18-month period of COBRA continuation coverage can be extended:

Disability extension of 18-month period of COBRA continuation coverage

If you or anyone in your family covered under the Plan is determined by Social Security to be disabled and you notify the Plan Administrator in a timely fashion, you and your entire family may be entitled to get up to an additional 11 months of COBRA continuation coverage, for a maximum of 29 months. The disability would have to have started at some time before the 60th day of COBRA continuation coverage and must last at least until the end of the 18-month period of COBRA continuation coverage. You must provide this notice to: Human Resources Director, Village of Algonquin, 2200 Harnish Drive, Algonquin, IL 60102.

Second qualifying event extension of 18-month period of continuation coverage

If your family experiences another qualifying event during the 18 months of COBRA continuation coverage, the spouse and dependent children in your family can get up to 18 additional months of COBRA continuation coverage, for a maximum of 36 months, if the Plan is properly notified about the second qualifying event. This extension may be available to the spouse and any dependent children getting COBRA continuation coverage if the employee or former employee dies; becomes entitled to Medicare benefits (under Part A,

Part B, or both); gets divorced or legally separated; or if the dependent child stops being eligible under the Plan as a dependent child. This extension is only available if the second qualifying event would have caused the spouse or dependent child to lose coverage under the Plan had the first qualifying event not occurred.

Are there other coverage options besides COBRA Continuation Coverage?

Yes. Instead of enrolling in COBRA continuation coverage, there may be other coverage options for you and your family through the Health Insurance Marketplace, Medicaid, or other group health plan coverage options (such as a spouse's plan) through what is called a "special enrollment period." Some of these options may cost less than COBRA continuation coverage. You can learn more about many of these options at www.healthcare.gov.

If you have questions

Questions concerning your Plan or your COBRA continuation coverage rights should be addressed to the contact or contacts identified below. For more information about your rights under the Employee Retirement Income Security Act (ERISA), including COBRA, the Patient Protection and Affordable Care Act, and other laws affecting group health plans, contact the nearest Regional or District Office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA) in your area or visit www.dol.gov/ebsa. (Addresses and phone numbers of Regional and District EBSA Offices are available through EBSA's website.) For more information about the Marketplace, visit www.HealthCare.gov.

Keep your Plan informed of address changes

To protect your family's rights, let the Plan Administrator know about any changes in the addresses of family members. You should also keep a copy, for your records, of any notices you send to the Plan Administrator.

Plan contact information

Human Resources Director, Village of Algonquin, 2200 Harnish Drive, Algonquin, IL 60102; (847) 658-2700.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX C - AMERICANS WITH DISABILITIES ACT POLICY AND PROCEDURES

Section 11.1. Statement of Policy

It is the policy of the Village of Algonquin to comply with all provisions of the Americans with Disabilities Act ("ADA"). The Village will not discriminate against any qualified employee or job applicant with respect to any term or condition of employment based on a physical or mental disability or the perception of a physical or mental disability. If an individual is qualified to perform the essential and fundamental functions and duties associated with a job, the Village will make reasonable accommodations as necessary for applicants and employees with disabilities, provided that such accommodations do not pose a threat to safety or cause an undue hardship to the Village.

Section 11.2. Procedures

Any applicant or employee who believes that he or she has been discriminated against based on a physical or mental disability, or based on a perception that they suffer from a physical or mental disability, should take the following steps:

- 1. Reporting of the Incident: Make a report of any suspected violation of the ADA to the Human Resources Director. The report may be made initially either orally or in writing, but reports made orally must be reduced to writing before an investigation can be initiated and a resolution achieved.
- 2. Investigation of the Complaint: When a complaint has been reduced to writing, the Human Resources Director will, within three (3) working days, meet with the complaining party to determine the nature of the complaint. If it is determined that a disability does not exist, the Human Resources Director will so notify the complaining party in writing within three (3) working days of their meeting. If it is determined that a disability does exist, the Human Resources Director will determine whether a reasonable accommodation can be made and, if so, what that reasonable accommodation is. Within seven (7) working days from the date of the meeting, the Human Resources Director will advise the complaining party in writing of the proposed resolution of the complaint.
- 3. Keeping of Records and the Confidentiality of Such Records: Applicants or employees who submit a written complaint of a violation of the ADA are encouraged to keep written notes in order to accurately record the chain of events. Every effort shall be made to keep all matters related to the investigation and various reports confidential. In the event of a lawsuit, however, the Village advises that those records maintained by the Village and any records maintained by the complainant may not be considered privileged from disclosure. Written records will be maintained by the Village for two (2) years from the date of the resolution, unless circumstances dictate that the records should be kept for a longer period of time.
- 4. Timeframe for Reporting Complaints: The Village encourages prompt reporting of complaints so that rapid response and appropriate action may be taken. Thus, all complaints should be reported within six months of the alleged incident. Delayed reporting of complaints will not, in and of itself, preclude the Village from taking remedial action.
- 5. Appeal Process: If an applicant or employee is dissatisfied with the outcome or resolution of an ADA complaint, that individual has the right to appeal the decision. Within seven (7) working days from receipt of the Human Resources Director's response, the applicant or employee should submit his or her written comments to the Village Manager for review.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX D - DRUG FREE WORK PLACE ACT POLICY AND PROCEDURES

Section 12.1. Statement of Policy

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis (i.e. marijuana, hashish), is prohibited in the Village's workplace or at any worksite where Village work is performed.

Section 12.2. Employees to Whom this Policy Applies

This policy applies to every Village employee engaged in the performance of their employment with the Village.

A copy of this policy will be given to every such employee.

A copy of this policy statement will be posted in the Ganek Municipal Center.

Section 12.3. Penalties for Violation of this Policy

Any employee who violates this prohibition may be subject to disciplinary action as set forth in Article 7 or as provided by State statute, whichever is applicable, up to and including immediate termination of employment or may be referred for counseling or rehabilitation and satisfactory treatment.

Section 12.4. What the Employee is Required To Do

Every employee who is convicted of a violation of a criminal drug statute as the result of conduct occurring in the workplace or at a Village worksite must notify the Village no later than five (5) days after the conviction. Failure to so notify the Village may result in disciplinary action, up to and including immediate termination of employment.

Within ten (10) days of receiving notice of a conviction of an employee, the Village will notify the granting agency of the conviction.

Section 12.5. Penalties for Conviction of Criminal Drug Statute

Within thirty (30) days of receiving notice that an employee has been convicted of a violation of a criminal drug statute, the Village will:

- A) Take appropriate disciplinary action as set forth in the Village's personnel policies or as provided by State statute, whichever is applicable, up to and including immediate termination of employment; or
- B) Require the employee, at the employee's expense, to satisfactorily participate in a drug abuse assistance or rehabilitation program which has been approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

The Village has the sole right to determine the course of action to be taken.

Section 12.6. Employee Assistance Program

In the event drug counseling, treatment, and rehabilitation are required, the Village has established an Employee Assistance Program to assist employees in selecting a course of action and to refer employees to qualified treatment facilities or agencies. The following is the Village's policy for the Employee Assistance Program:

EMPLOYEE ASSISTANCE PROGRAM

To comply with the Drug Free Workplace Act, the Village of Algonquin has established an Employee Assistance Program (EAP) to help employees who are affected by a drug abuse problem. Through our EAP, the Village hopes to identify drug abuse problems early and will provide confidential referral for treatment.

The Village will conduct an educational and training program for CDL drivers, other employees, supervisory personnel, and Village officials, which program shall address drugs and alcohol, including the effects and consequences of drugs and alcohol use on personal health, safety, and work environment, and the manifestations and behavioral changes that may indicate drug or alcohol use or abuse. Each driver, other employee, supervisory personnel, and Village official will receive a certificate indicating attendance at and participation in the training program. Each certificate will be signed by the training program participant and will be placed in a participant's personnel file.

- A) The Village of Algonquin recognizes that drug abuse is an illness. This illness may affect an employee's job performance, health, or personal relationships. Fortunately, this is an illness which can be successfully treated.
- B) To assist employees in seeking treatment for drug abuse problems, the Village has created the position of Program Administrator of the Drug Free Workplace Act. The Program Administrator is the Human Resources Director.
- C) Employees who believe they have a drug-abuse problem are encouraged to voluntarily seek confidential assistance by contacting the Program Administrator. The Program Administrator will place the employee in contact with the Village's EAP.
- D) Through the EAP, the employee will be provided a referral coordinator. The referral coordinator is part of a trained referral team who can refer the employee to a specific professional counselor or treatment program that can help the employee deal with his or her drug-abuse problem.
- An employee who voluntarily seeks assistance under the Village's EAP should not be subject to disciplinary action because of his or her drug-abuse problem if, in the opinion of the Program Administrator: 1) the employee can satisfactorily continue to perform his or her job duties; 2) the employee is not a danger to himself or herself or to others; and 3) the integrity of the Village of Algonquin is not adversely affected.
- F) If an employee violates the Drug Free Workplace Act, the Village may require the employee to satisfactorily participate in an approved drug abuse assistance or treatment program, at the employee's expense. If the employee refuses to participate in such a program, the employee may be subject to disciplinary action as set forth in the Village's personnel policies or as provided by State statute, whichever is applicable.
- G) The decision to contact the EAP and to request diagnosis or to undertake treatment is the sole responsibility of the employee. The employee may also seek help directly from any approved individual or agency. All treatment expenses are the sole responsibility of the employee.
- H) The relationship among the employee, the Program Administrator, and the EAP referral coordinator is confidential. When an employee voluntarily contacts the EAP through the Program Administrator, only the Program Administrator will be aware of the contact. When an employee is required to contact the EAP or to participate in a drug abuse assistance or rehabilitation program as the result of a violation of the Drug Free Workplace Act, only the Program Administrator and

those Village officials responsible for determining compliance with the Drug Free Workplace Act will be aware of the contact. No one in the Village will be aware of any treatment recommendations unless the employee specifically authorizes disclosure to a specific person. When an employee is required to contact the EAP or to participate in a drug abuse assistance or rehabilitation program as the result of a violation of the Drug Free Workplace Act, however, the employee will be required to provide the Village with proof of satisfactory participation in and completion of the program.

Section 12.7. Drug Free Awareness Program

To assist employees in complying with the Village's policies and procedures that have been adopted to comply with the Drug Free Workplace Act, the Village has established a drug free awareness program to inform employees about:

- A) The dangers of drug abuse in the workplace.
- B) The Village's policy of maintaining a drug-free workplace.
- C) Any available drug counseling, rehabilitation, and employee assistance programs.
- D) The penalties that may be imposed upon an employee for violations of the Village's policies and procedures that have been adopted to comply with the Drug Free Workplace Act.

Section 12.8. Acceptance of This Policy

The Village requires that all employees acknowledge that they:

- A) Have received the Policy Statement of the Village of Algonquin Compliance with the Drug Free Workplace Act (which is this Appendix D).
- B) Will abide by the terms of this Policy Statement.
- C) Will notify the Village of any criminal drug statute conviction for a violation occurring in the workplace or at a Village worksite no later than five (5) days after the conviction.
- D) Will, if convicted of a criminal drug statute violation as the result of conduct occurring in the workplace or at a Village worksite and given the opportunity to do so, satisfactorily participate in a drug abuse assistance or rehabilitation program and provide the Village with proof of satisfactory participation and completion of such a program.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX E - DRUG AND ALCOHOL TESTING POLICY AND PROCEDURES

Section 13.1. Statement of Policy

In order to provide a drug-free, healthful, and safe secure work environment, the Village will regulate the use of drugs and alcohol in the workplace. In addition, the purpose of this policy is to perform the necessary drug and alcohol testing pursuant to the federally mandated requirements of the Omnibus Transportation Employee Testing Act of 1991 as delineated under U.S. Department of Transportation, Drug and Alcohol Testing Regulations 49 CFR Part 40 and 382. The drug-related and alcohol-related requirements of this law became effective January 1, 1996. The Village may therefore require: 1) any employee holding a Commercial Driver's License (CDL), and 2) all other employees for reasonable cause, to submit to a drug and alcohol test to determine the presence of alcohol or marijuana, cocaine, opiates, amphetamines, and phencyclidine (PCP) in the system. This screening will be conducted while the employee is on Village-paid time at Village expense and will be mandatory. All test results will remain confidential.

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol by employees is prohibited on all municipal premises, in any Village owned or leased motor vehicle, or at any other location where the employee is assigned to perform work.

The procedures described below that implement this policy are general in nature, and do not necessarily describe every action that may be taken or every document that may be used, generated, or executed, whether by the Village, its insurance carriers, any testing facility, or other entity responsible for or authorized to effectuate any aspect of this policy.

Section 13.2. CDL Employees

Pursuant to the U.S. and Illinois Department of Transportation Regulations requiring drug and alcohol testing on all employees holding a commercial driver's license (CDL), all CDL employees will be tested in the following situations:

- A. Pre-employment testing: All applicants for employment in positions covered under the U.S. and Illinois Department of Transportation Regulations must successfully complete a drug and alcohol test before performing any safety-sensitive function.
- B. Random testing: CDL employees will be subject to random drug and alcohol testing throughout the year. These employees will have no advance warnings of the random tests.
- C. Post-accident/incident testing: Drug testing will be required immediately after serious accidents or rule violations, but should be done no later than 8 hours after said accident or rule violation. No employee may consume alcohol for 8 hours following the accident or until they undergo a post-accident alcohol test, whichever occurs first.
 - (a) This municipality will require post-accident urine drug and breath alcohol testing of all employees covered by this policy.
 - (b) Post-accident urine drug and breath alcohol testing will be required of each surviving driver:
 - (1) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or

- (2) Who receives a citation under state or local law for a moving traffic violation arising from the accident, if the accident involved:
 - (i) Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
 - (ii) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- (c) For purposes of this section, disabling damage means damage which precludes departure of a motor vehicle from the scene of the accident in its usual manner after simple repairs:

(1) Inclusions:

Damage to motor vehicles that could have been driven, but would have been further damaged if so driven.

(2) Exclusions:

- (i) Damage which can be remedied temporarily at the scene of the accident without special tools or parts.
- (ii) Tire disablement without other damage even if no spare tire is available.
- (iii) Headlight or taillight damage.
- (iv) Damage to turn signals, horn, or windshield wipers which make them inoperative.
- D. Reasonable cause: If the Village has reasonable cause to believe that an employee is under the influence of drugs or alcohol, the Village may require the employee to submit to a drug or alcohol test. "Reasonable cause" means that the Village believes that the actions, appearance, or the conduct of the employee are indicative of the use of drugs or alcohol. "Reasonable cause" shall be based on documented observations by a trained supervisor who should be able to articulate and substantiate specific behavioral, performance, or contemporaneous physical indicators of probable drug use and/or alcohol misuse.
- E. Employees required to hold CDL licenses shall be subject to the D.O.T. policy and program for drug and alcohol testing in compliance with Federal regulations as may be adopted from time to time. Such policy and program is published under separate cover and may contain regulations and standards not listed herein.

Section 13.3. Non-CDL Employees

All other employees, other than CDL employees, may be tested for drug or alcohol use for reasonable cause as outlined in Section 13.2 D. above.

Section 13.4. Testing Procedures/Drugs

All testing for drugs will be done only by federally certified laboratories. Testing for the presence of drugs will be done with two urine samples provided by the employee. The urine sample that is submitted will be tested for marijuana, cocaine, opiates, amphetamines and PCP. The collection of the urine specimen, submission of the urine specimen to the drug testing facility, and testing of the urine specimen will be conducted in accordance with the U.S. or Illinois Department of Transportation regulations. There will be

two urine samples gathered so that the second urine specimen can be used by the employee and/or applicant for testing by another federally certified laboratory of the employee's choice and at the employee's expense.

All urine samples which are identified as positive on the initial test will be tested again using Chromatography/Mass Spectrometry. All urine samples which test negative on either the initial or the second test will be reported as negative.

Section 13.5. Testing Procedures/Alcohol

Testing for the presence of alcohol will be a breath test performed by a trained technician using evidential breath testing devices. The Federal Department of Transportation regulations have adopted the cutoffs of .02 for temporary removal from performing safety sensitive functions, and .04 for long-term removal, pending a return to duty test, completion of an assessment for chemical dependency, and certification by a substance abuse professional that the employee is successfully following a prescribed treatment.

Section 13.6. Medical Review Officer

If a drug test has been confirmed to be positive, the results of the test shall be reviewed by a Medical Review Officer (MRO). The MRO is a licensed physician with knowledge of substance abuse disorders. The MRO will review and interpret confirmed positive test results obtained through the testing program. For all confirmed positive results, the MRO shall examine possible alternate medical explanations for the positive test result. This action may include conducting a medical interview and review of the employee's medical history, or review of any other relevant biomedical factors. The MRO shall review all medical records made available by the tested employee when a confirmed positive test could have results from legally prescribed medication.

The MRO will discuss all positive results with the tested driver pursuant to U.S. or Illinois Department of Transportation Regulations. The MRO will then report the test results to the Village.

The MRO shall not disclose to any third party any medical information provided by the employee to the MRO that is part of the testing verification process except as required by U.S. or Illinois Department of Transportation regulations or as authorized in writing by the tested employee. The MRO may not release individual drug test results of any employee to anyone other than the Village, except as required by U.S. or Illinois Department of Transportation Regulations, without first obtaining written authorization from the tested employee.

Section 13.7. Confidentiality of Drug and Alcohol Test Results

If an employee submits to a drug or alcohol test at the request of the Village, the medical facility may not release the individual medical, drug or alcohol test results of that employee to anyone other than the Village without first obtaining written authorization from the tested employee unless required to do so by the U.S. and/or Illinois Department of Transportation Regulations or by court order.

If an employee submits to a drug or alcohol test at the request of the Village, the Village will not release the individual medical, drug or alcohol test results of that employee without first obtaining written authorization from the tested employee unless required to do so by the U.S. and/or Illinois Department of Transportation Regulations or by court order.

Section 13.8. Consequences of a Positive Drug or Alcohol Test Result

An employee who tests positive for drugs as reported to the Village by the MRO will be immediately removed from a safety-sensitive function and may be subject to disciplinary action up to and including immediate termination of employment. A CDL driver whose blood alcohol concentration is .04 or more will

be immediately removed from a safety sensitive function and may be subject to disciplinary action up to and including immediate termination of employment.

Section 13.9. Effect of a Refusal to Submit to Drug or Alcohol Testing

Prior to testing, the employee must sign a written consent to the testing. Failure to sign the consent may result in disciplinary action up to and including immediate termination of employment.

Any employee who refuses or fails to be tested under the Village's Drug or Alcohol Testing Policy shall be treated as if he/she has received a positive drug test finding or a blood alcohol concentration of .04 or more. Upon refusal or failure to submit to the testing procedure, the employee's employment shall be immediately terminated. The employee's refusal shall be documented in writing.

Section 13.10. Eligibility for Re-employment

Any employee who has been terminated as a result of a positive test or blood alcohol concentration of .04 or more, is eligible for re-employment on a one-time basis if the employee successfully completes a program of evaluation and, if necessary, treatment. For CDL employees, the treatment must medically requalify the driver to operate a commercial vehicle or other equipment.

All costs of treatment shall be borne by the employee. While undergoing treatment, the employee will not receive any of the benefits normally provided by the Village.

If an employee is re-employed after testing positive for drugs, the employee will be subject to additional tests for drugs without prior notice for up to five (5) years. If any of these additional tests are positive for a CDL employee, the driver will be terminated and that termination will be final and irreversible. A CDL driver who tests positive for drugs or who is found to have a blood alcohol concentration of .04 or more, after being involved in a fatal accident, shall not be eligible for re-employment under any circumstances.

Section 13.11. Employee Assistance Program

The Village will conduct an educational and training program for CDL drivers, other employees, supervisory personnel, and Village officials, which shall address drugs and alcohol, including the effects and consequences of drug and alcohol use on personal health, safety, and work environment, and the manifestations and behavioral changes that may indicate drug or alcohol use or abuse. The drug training portion of the program will be a minimum of 60 minutes. Each driver, other employee, supervisory personnel, and Village official will receive a certificate indicating attendance at and participation in the training program. Each certificate will be signed by the training program participant and will be placed in a participant's personnel file.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX F – ANTI-HARASSMENT POLICY

Section 14.1. Introduction.

The Village desires to have a professional working environment for its employees so that they may carry out their duties in productive and positive surroundings. Although conduct may not rise to the level of unlawful harassment from a legal perspective, the Village wants to protect its employees from abuse and to prevent conduct from becoming so severe or pervasive as to alter the conditions of an employee's employment, create an abusive, intimidating or hostile working environment, or result in a tangible employment action. Accordingly, the Village has adopted a "zero tolerance" policy against harassment. Harassment is unwarranted and unwanted verbal or nonverbal conduct that threatens, intimidates, annoys or insults another person where such conduct has the purpose or effect of creating an offensive, intimidating, degrading and/or hostile working environment and/or interferes with and/or adversely affects a person's performance. The Village prohibits any form of unlawful harassment against its employees and applicants for employment based on factors such as sex (including sexual harassment, gender harassment, and harassment based on pregnancy, childbirth, or related medical conditions), marital status, sexual orientation or preference, gender identity, race, color, religion, national origin, ancestry, age, mental or physical disability, veteran status, or other status protected by applicable law.

Section 14.2. Sexual Harassment.

With respect to sexual harassment, the Village prohibits any unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature when:

- 1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
- 2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- 3. such conduct may have the purpose or effect of unreasonably interfering with an individual's work performance; or
- 4. such conduct may create an intimidating, hostile, or offensive working environment.

Examples of the types of conduct that would violate the Village's policy including the following:

- touching, such as rubbing or massaging another person's neck or shoulders, stroking another person's hair, or brushing against another person's body.
- Sexually suggestive touching, gestures, or sounds.
- Grabbing, groping, kissing, or fondling.
- Lewd, off-color, sexually oriented comments or jokes.
- Suggestive or sexually explicit posters, calendars, photographs, graffiti, or cartoons.
- Unwanted or offensive letters, memos, or poems.
- Offensive e-mail, voice-mail or text messages.

- Sexually oriented or explicit remarks, including written or verbal references to sexual conduct or gossip regarding one's sex life, body, sexual activities, deficiencies, or prowess.
- Questions about one's sex life or experiences.
- Repeated requests for dates after having been turned down.
- Sexual favors in return for employment rewards, or threats if sexual favors are not provided.
- Sexual assault, rape, or other coerced sexual activity.

Both opposite sex and same sex harassment are prohibited under this policy.

Section 14.3. Other Forms of Harassment.

With respect to other forms of harassment, the Village prohibits slurs or other verbal or physical conduct relating to matters such as an individual's race, color, religion, national origin, ancestry, marital status, age, mental or physical disability, veteran status, sexual orientation, gender identity or other protected status when this conduct:

- 1. may have the purpose or effect of creating an intimidating, hostile, or offensive working environment; or
- 2. may have the purpose or effect of unreasonably interfering with an individual's work performance; or
- 3. otherwise may adversely affect an individual's employment opportunities.

Section 14.4. Coverage of the Policy.

The Village's "zero-tolerance" policy with respect to harassment applies to conduct in or connected to the workplace, whether it is physical or verbal, and whether it is committed by Department Head or Supervisor, fellow employees or non-employees (such as customers, vendors, suppliers, or business invitees). The conduct prohibited by this policy is not only unacceptable in the workplace itself but also at any other work-related setting such as holiday parties, gatherings or other work-related social events, on business trips, and at conferences, seminars, educational gatherings, and other meetings. Each Department Head or Supervisor is responsible for creating an atmosphere free of harassment, whether it is sexual or another form of harassment. In addition, all employees are responsible for respecting the rights of their fellow employees and for cooperating in any investigation of alleged harassment.

Section 14.5. Complaint Procedures.

If an employee experiences any job-related harassment or believes that he or she has been subjected to harassment, the employee should promptly report to Human Resources Director. If an employee believes that the Human Resources Director is involved in the job-related harassment or is condoning it, or if the employee does not feel comfortable reporting the incident to the Human Resources Director, the employee should bypass the Human Resources Director, and report the alleged harassment directly to the Assistant Village Manager. If an employee believes that the Assistant Village Manager is involved in the job-related harassment or is condoning it, or if the employee wishes to report the incident to someone of the same sex, then the employee should report the alleged harassment to the Village Manager, Village President, Village Clerk or a member of the Board of Trustees.

If any Department Head or Supervisor learns of an incident of alleged harassment, it is that individual's responsibility to immediately report the incident to the appropriate person under this policy. An

investigation of the allegations of all complaints will be made as soon as practicable and, to the extent practicable and appropriate under the circumstances, confidentiality will be maintained. If the investigation leads to a determination that a complaint is well grounded and true, appropriate corrective action shall be taken. In determining whether alleged conduct constitutes harassment in violation of this policy and the appropriate steps to redress any such violations or avoid the possibility of a future occurrence, factors such as the nature of the alleged harassment, the context in which the alleged conduct occurred, and the totality of the facts and circumstances will be investigated and considered.

Section 14.6. Time Frame for Reporting Harassment.

The Village encourages prompt reporting of complaints so that rapid response and appropriate action may be taken. Thus, all complaints should be reported within six months of the alleged harassment. Delayed reporting of complaints will not, in and of itself, preclude the Village from taking remedial action.

Section 14.7. No Retaliation.

It is the Village's policy that no adverse action shall be taken against any employee for resisting or reporting harassment. If an employee believes that he or she has been retaliated against for resisting or reporting harassment, the employee should report such retaliation in the same manner as set forth above for employees who have complaints of harassment. Retaliation is a very serious violation of the Village's policy and should be reported immediately.

Section 14.8. Importance of Reporting Harassment.

It is a core value of the Village that maintaining a professional working environment for its employees is central to its long-term success. The Village believes that only by having a professional working environment can employees carry out their duties in a productive and positive surrounding. When that environment is threatened by harassment, it threatens the stability of the Village to the detriment of all of its employees. Harassment often follows a pattern, and when it goes unreported by those who experience it, it may encourage the perpetrator to harass others. By failing to report harassment as required by this policy, an employee not only endangers himself or herself, but also others as well.

By enforcing this zero tolerance policy and appropriately investigating all reports of harassment, the Village seeks to protect all employees and maintain a harassment free, professional working environment. It is for these reasons, among others, that the Village's policy requires that, if an employee who suffers or experiences, or believes he or she will suffer or experience, any job-related harassment prohibited by this policy, the employee promptly report the incident.

Section 14.9. Disciplinary Action.

If any employee of the Village engages in conduct that violates this policy, or other conduct that the Village believes is unprofessional, that employee will be subject to discipline up to and including discharge.

Section 14.10. External Procedures.

The Village hopes that any incident of harassment can be resolved through the internal procedures outlined above. Employees of the Village, however, have the right to file formal harassment charges with the Illinois Department of Human Rights (the "IDHR") and/or with the Equal Employment Opportunity Commission (the "EEOC"). A charge with the IDHR must be filed within 180 days of the harassing incident. A charge with the EEOC must be filed within 300 days of the incident. It is unlawful for an employer to retaliate against an employee for filing a charge of harassment with the IDHR or the EEOC.

The IDHR may be conducted as follows:

Chicago: (312) 814-6200 Chicago TDD: (312) 263-1579 Springfield: (217) 785-5100 Springfield TDD: (217) 785-5125

The EEOC may be conducted as follows:

Chicago: (312) 353-2713 Chicago TDD: (312) 353-2421 F: Chicago: (800) 669-4000 Chicago TDD: (800) 669-6820

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX G - FAMILY MILITARY LEAVE

Employees who have been employed with the Village for at least 12 months and for at least 1250 hours of service during the previous 12-month period may be eligible for Family Military Leave. Family Military Leave is leave requested by an employee who is the spouse, parent, child or grandparent of a person called to military service lasting longer than 30 days with the State of Illinois or the United States pursuant to the orders of the Governor or the President of the United States.

Eligible employees will be granted up to 30 days of unpaid family military leave during the time federal or State of Illinois deployment orders are in effect subject to the conditions of this Section. The number of days of leave provided to an eligible employee because the employee's spouse or child is called to military service shall be reduced by the number of days of leave provided to the employee under Appendix A of this Manual regarding the Federal Family and Medical Leave Act because of any qualifying exigency arising out of the fact that the employee's spouse or child is on covered active duty in the Armed Forces as defined above in Appendix A.

Employees wishing to take said leave shall give at least 14 days' notice if the leave will be 5 consecutive work days or longer. The employee shall consult with the Village to schedule the leave so as to not unduly disrupt the operations of the Village. Employees taking less than 5 days leave should give advanced notice where practicable. The Village may require certification from the proper military authority to verify that the employee is eligible for said leave.

Employees shall not take Family Military Leave until they have first exhausted all accrued vacation, personal and all other paid benefit time except for sick or disability leave.

Job Protection: Employees taking said leave will be restored to their position or to a position with equivalent seniority status, employee benefits, pay and other terms and conditions of employment and shall retain all employee benefits accrued before the date on which the leave commenced. Employees should arrange for the payment of their health insurance benefits during their leave.

VILLAGE OF ALGONQUIN - PERSONNEL POLICY MANUAL APPENDIX H - VICTIMS' ECONOMIC SECURITY AND SAFETY ACT

A. Statement of Policy.

In accordance with the Victims' Economic Security and Safety Act (VESSA) and subject to the conditions stated below, the Village will grant eligible employees reasonable accommodation, including job-protected leave during which health insurance will be maintained as if the employee were working full-time and after which the employee will be reinstated to the same or equivalent position.

B. VESSA Leave.

If an employee, or a household or family member of the employee, is a victim of domestic or sexual violence as defined by VESSA, the employee may take leave in accordance with VESSA for the purposes below.

- 1. Permissible purposes for leave:
 - seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic or sexual violence to the employee or the employee's family or household member;
 - b. obtaining services from a victim services organization for the employee or the employee's family or household member;
 - c. obtaining psychological or other counseling for the employee or the employee's family or household member;
 - d. participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic or sexual violence or ensure economic security; or
 - e. seeking legal assistance or remedies to ensure the victim's health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic or sexual violence.
- 2. Period and Schedule. An employee shall be entitled to a total of 12 weeks of unpaid leave during any 12-month period. The leave may be taken all at once, intermittently, or on a reduced work schedule.
- 3. Notice. The employee must give at least 48 hours advance notice of his or her intention to take VESSA leave unless such notice is not practical. If the employee takes an unscheduled absence, the Village will require certification pursuant to the following section.
- 4. Certification. The Village may, in its sole discretion, require the employee seeking VESSA leave to provide certification that the employee or family or household member is a victim of domestic or sexual violence as defined by VESSA, and that the leave sought is for one of the permitted purposes. The employee must provide certification as soon as practicable after the Village requests certification. To the extent permitted by law, any certification provided to the Village will be confidential. Examples of valid certification are:
 - a. documentation from an employee, agent, or volunteer of a victim services organization, an attorney, a member of the clergy, or a medical or other professional

from whom the employee or the employee's family or household member has sought assistance in addressing domestic or sexual violence and the effects of the violence;

- b. a police or court record; or
- c. other corroborating evidence.

C. <u>Maintenance of Benefits</u>.

- 1. Returning to work. An employee returning to work after taking VESSA leave shall be entitled to his or her current position or an equivalent position, with no loss of benefits accrued prior to the date of leave. However, employees are not entitled to accrue seniority, benefits, rights, or positions for the period of leave, even if such leave is intermittent or on a reduced work schedule. Further, the Village shall be entitled to require the employee to report periodically on the employee's status and intention to return to regular employment.
- 2. Health benefits. Health insurance for the employee and any family or household members will be maintained in full during any VESSA leave. The Village may recover premiums paid during leave if the employee fails to return to work after the allotted leave expires in certain circumstances.

D. Other Leave.

This policy does not create a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by the Family and Medical Leave Act. Employees may substitute paid benefit time off for the unpaid leave allowed under VESSA.

E. <u>Employment Sustainability</u>.

The Village will not discharge, retaliate or discriminate against an employee based on the employee's having been a victim of domestic or sexual abuse, the employee's request for or taking of VESSA leave, or the employee's request for a reasonable job-related accommodation based on actual or threatened domestic or sexual violence. The Village will endeavor to provide qualified employees subject to VESSA a reasonable accommodation so as to allow employee to continue working for the Village so long as it does not pose an undue hardship for the Village.



VILLAGE OF ALGONQUIN GENERAL SERVICES ADMINISTRATION

- M E M O R A N D U M -

DATE: June 14, 2017

TO: President and Board of Trustees

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: Employee Travel Policy - Revised

Pursuant to the direction and consensus of the Committee of the Whole at their meeting on June 13, 2017, the proposed Employee Travel Policy has been modified to explicitly provide for meal reimbursement for non-overnight travel. Specifically, Section 7 and Section 11 were revised.

Please feel free to contact me with any questions.

Attachments

c: Tim Schloneger, Village Manager Susan Skillman, Comptroller

VILLAGE OF ALGONQUIN, ILLINOIS

RESOLUTION 2017 – R – XX

A Resolution Adopting an Employee Travel Policy

WHEREAS, the Village of Algonquin ("Village"), McHenry and Kane counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, the Local Government Travel Expense Control Act (50 ILCS 150/) requires the adoption of a resolution regulating the reimbursement of all travel, meal, and lodging expense of officers and employees for non-home rule units of government; and

WHEREAS, the Village Board has determined that it is in the best interest of the Village and its residents to adopt an employee travel policy that is consistent with the spirit of the Illinois Compiled Statutes and provides guidance for the reimbursement of travel-related expenses; and

WHEREAS, the President and Board of Trustees of the Village of Algonquin authorize the adoption of the Village of Algonquin, Employee Travel Policy as attached in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois as follows:

SECTION 1: <u>Recitals</u>. The foregoing recitals are incorporated into this Resolution as finds of the President and Board of Trustees.

SECTION 2: <u>Travel Definition</u>. "Travel" means any expenditure directly incident to official travel by officers and employees of a local public agency or by wards or charges of a local public agency involving reimbursement to travelers or direct payment to private agencies providing transportation or related services, as defined by 50 ILCS 150/5.

SECTION 3: <u>Entertainment Definition</u>. "Entertainment" includes, but is not limited to, shows, amusements, theatres, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

- SECTION 4: <u>Regulation of travel expenses</u>. Reimbursement of all travel, meal, and lodging expenses of officers and employees shall be subject to the Employee Travel Policy, hereto attached as Exhibit A. Pursuant to 50 ILCS 150/10, eligible travel expense shall be limited to the following:
 - A. <u>Official business</u>. Travel, meal and lodging expenses shall be eligible for reimbursement if incurred in the course of conducting official Village business,

which shall include but are not limited to 1) representing the Village in an official capacity (e.g. court appearance; award recipient; project presentation; participation in municipal, regional, state, federal, or related government endeavors, or economic development activity; and 2) approved educational and professional development sessions, as either a participant, observer, or presenter. Other official business may be approved by the Village Manager on an individual basis.

- B. <u>Maximum allowable reimbursement</u>. Maximum allowable reimbursement for eligible travel, meal, and lodging expenses shall be limited to actual costs incurred while conducting official Village business, pursuant to appropriate thresholds set in the Employee Travel Policy. Exceptions due to emergency or other extraordinary circumstances may be approved by the Village Manager on an individual basis.
- C. <u>Standardized form</u>. Submission of travel, meal, and lodging expenses shall be supported by a completed and signed Employee Expense Form.

SECTION 5: <u>Approval of Expenses</u>. Any expenses for travel, meals, and lodging of any officer or employee of the Village shall be approved pursuant to the Algonquin Municipal Code and any applicable purchasing policies and procedures.

SECTION 6: <u>Entertainment Expenses</u>. Pursuant to 50 ILCS 150/25, the Village shall not reimburse any governing board member, employee, or officer for any entertainment expense.

SECTION 7: <u>Effective Date</u>. This Resolution shall be in full force and effect upon its passage and approval by the Village Board.

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Voting Nay:	
Abstain:	
Absent:	
	Dated this 20th day of June, 2017
(SEAL)	
(===)	John C. Schmitt, Village President
Attest:	
Gerald S. Kautz, Village Clerk	

Voting Ave



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1. PURPOSE

Travel can play an important role in accomplishing the Village's mission to provide superior and responsive governmental services to the people of Algonquin. When conducting business on behalf of the Village, employees are expected to use good quality services and accommodations appropriate for the business to be conducted. Good judgment and ethical practices on the part of each traveler remain the most important factors in controlling travel expenses.

Control of travel authorization is the responsibility of each department head. Travel authorization is a two-part process including: 1.) approval of all travel in advance of the trip, and 2.) expense reporting following completion of the trip. Approval of employee expense reports indicates that expenses submitted have been reviewed and have been found to comply with Village policies regarding travel and authorized business expenses.

All Village personnel traveling or incurring business expenses on behalf of the Village and those responsible for the approval of these expenses are expected to use these measures to assist in maintaining control over travel expenditures. The policies detailed here apply to all funds under Village control and are superseded only in those instances where funding agencies or collective bargaining agreements apply specific and more restrictive rules and rates.

2. AUTHORIZATION

All training requiring an overnight stay must be approved in advance by the employee's supervisor and department head. Requests for reimbursement shall be submitted using the Village's employee expense report form.

3. ARRANGEMENTS

To reduce travel costs, Village employees are encouraged to utilize discount travel web sites when purchasing air travel and reserving cars and hotel rooms, and to use governmental discounts, when available. Whenever possible, travel should be arranged using the least expensive means possible. Employees shall use good judgment to determine logical routes for arriving at the intended destination.

4. AIR TRAVEL

Employees are required to request flights according to approximate arrival and departure time, rather than by specific carrier or flight number, in order to obtain the lowest available fare with logical routing for all trips. In order to take advantage of available discounted fares, travelers shall make reasonable adjustments in their travel plans.

Employees shall make travel arrangements as far in advance as possible to take advantage of special fare savings. Travelers should be aware that some discounts have travel restrictions and cancellation penalties, and therefore good business judgment should be exercised.

All travel at Village expense must be coach class.

5. GROUND TRANSPORTATION

It is expected that employees use the most efficient ground transportation available, considering cost, time, availability, and scheduling.

- a. Taxi, Rideshare, and Airport Transportation: Whenever practical, airport or hotel ground transportation should be the preferred method of transportation to hotels or meeting sites. Taxis or rideshare services may be used as necessary taking into consideration the cost of other means of transportation. A receipt is required for reimbursement of the expenses.
- **b. Public Transportation:** The cost of public transportation is reimbursable. A receipt is preferred, unless it is not possible to obtain one.
- c. Rental Automobiles: Rental automobiles may be used as necessary but must be approved in advance by the supervisor and department head. Receipts are required for reimbursement of all expenses related to rental automobile use. Arrangements for rental automobiles should be made through the most economical means possible. Insurance coverage should be confirmed with Human Resources prior to making any rental automobile arrangements.
- d. Personal Vehicles: Travel by personal automobile is reimbursable at the IRS authorized rate. The mileage reimbursement allowance covers all automobile related costs; gasoline, insurance, maintenance, etc. Toll charges and parking fees when supported by receipts, are reimbursable in addition to mileage allowance. The total personal automobile expenses shall not exceed the lowest available air fare. There will be no mileage reimbursement for travel for leisure or recreation purposes once at the conference site

unless such activities are sponsored by the conference. For the employee's convenience, travel may occur directly from the employee's household to the appropriate business destination. However, if the distance from the employee's principal workplace to the business destination is shorter than from the employee's household, the lesser distance will be reimbursed.

Employees using personal vehicles on Village business must have at a minimum, state required automobile insurance coverage.

6. REGISTRATION FEES

All registration fees for conferences will normally be paid by the Village prior to the actual event. A copy of the registration form with a purchase order must be forwarded to the Finance Department for check processing or otherwise paid using a Village purchasing card.

7. MEALS

Meal expenses during travel should not be charged to the Village's purchasing card. Meals will be reimbursed at cost up to the daily maximum current U.S. General Services Administration rate for meals and incidental expenses (M&IE) for the 60102 zip code listed on www.gsa.gov/perdiem. If employee needs to deduct a meal amount for breakfast, lunch, or dinner, please use the applicable chart on www.gsa.gov/mie. If the cost of a meal is included in the registration for a seminar or conference, no reimbursement will be made and the appropriate amount shall be deducted from the M&IE rate. When traveling on Village business, employees shall select restaurants which are reasonably priced for the locality. The Village does not reimburse the cost of alcoholic beverages. Tips and gratuities will only be reimbursed up to 20 percent and will be included in the M&IE rate. Itemized receipts are required for meals purchased during the course of the business trip.

- a. Breakfast: Breakfast will be allowed whenever the incurred travel begins earlier than a normal breakfast (or concludes following breakfast) and no meal is served at the seminar or conference.
- **b.** Lunch: Lunch will be reimbursed provided that the trip begins before the lunch hour (or concludes following the normal lunch hour) and lunch is not included as part of the conference or seminar.
- c. Dinner: Dinner will be reimbursed when the employee is away from the Village for the evening meal or does not return until after the normal dinner hour and no meal was provided as part of the conference or seminar.

8. HOTELS

Employees shall use reasonably priced, comfortable lodging within a close proximity of their conference or meeting. When making reservations or registering, the employee shall ask for and use the government or corporate rate, or the lowest rate that is available to them (senior, travel club, etc.). Lodging expenses will be reimbursed by either: 1.) at cost using the conference or meeting room block rate (employees must provide supporting documentation) or 2.) up to the daily maximum current IRS rate for the location of the lodging listed on www.gsa.gov/perdiem and shall be limited to

the minimum number of nights required to conduct the assigned Village business. For example, if a conference ends at noon on Tuesday, lodging will not be reimbursed for Tuesday night. However, if a conference ends at 5:00 p.m., employee may be reimbursed for lodging depending upon travel schedule (i.e. distance, and flight availability. Consideration shall be given to staying an extra night if it results in reduced airfare and the savings outweigh the extra cost of staying an additional night.)

No lodging expense shall be reimbursed for meetings or conferences held in the City of Chicago unless prior written approval is obtained from the Village Manager. Any requests to exceed the daily lodging rate must be made in advance and receive written approval from the Village Manager.

9. ACCOMPANIMENT BY AN IMMEDIATE FAMILY MEMBER

The Village will not reimburse employees for travel costs of immediate family members traveling with employees on official Village business. Should a family member accompany the employee for personal reasons, only those costs related to the employee's travel may be reimbursed. Any expenses related to family members' travel shall not be paid using Village purchasing cards and are not considered tax-exempt.

10. COMBINED BUSINESS/PERSONAL TRAVEL

Whenever an employee, for his/her convenience, travels by an indirect route or interrupts Village travel for personal travel, the additional expenses related to the personal travel are the responsibility of the employee and are not considered tax-exempt.

11. NON-ALLOWABLE EXPENSES

The Village's policy is to reimburse its employees for all reasonable and necessary expenses incurred while transacting the affairs of the Village. However, there are specific types of expenses which are considered to be personal and are, therefore, not reimbursable. These include but are not limited to:

- a. Cleaning, pressing, and laundry
- b. Personal entertainment including movies, videos or pay-per-view services in a hotel room
- c. Airline and other trip insurance
- d. Beautician, barber, manicurist, and shoe shine
- e. Personal telephone calls except to report changes in schedule, or to talk with family members once per day (15 minute per day maximum)
- f. Repairs on personal automobiles damaged while on company business
- g. Traffic violations and court costs
- h. Membership fees in airline clubs
- i. Entertainment expenses, including shows, amusements, theaters, circuses, sporting events or any other place of public or private entertainment or amusement unless ancillary to the purpose of the program or event.

12. APPROVED FORMS OF PAYMENT

The Village prefers that reservations for travel be paid by submitting a purchase order. Payments will be made to the vendor in accordance with the Village's accounts payable schedule. Additionally, employees may use Village purchasing cards for payment of transportation, registration, and hotels. Payments will not be made unless an employee expense report with supporting documentation has been submitted to the Finance Department.

Employees may use their personal credit cards to pay for travel related expenses. Employees shall be responsible for obtaining receipts and submitting and completing an employee expense report when the travel has been completed.

13. ADVANCES

When deemed necessary, an advance will be established at an amount that is reasonable. All travel advances are issued and maintained subject to timely reporting of all travel expenses. A travel advance will be issued upon receipt of a completed employee expense report containing the following information:

- a. Name, title, and department of employee receiving the travel advance
- b. Account number (Org/Object) the expenses will be charged to
- c. Purpose of the trip
- d. Destination
- e. Beginning and ending dates of the trip
- f. Applicable per diem rate based on estimated days and location of travel (see www.gsa.gov/perdiem).

Advance requests require the signature of the traveler's supervisor and department head. Employee expense forms must be completed and submitted to the Finance Department with approved requisition before the date the advance is needed, in accordance with the Village's list of bills schedule. Employees are responsible for ensuring that the completed employee expense form is received by Finance prior to the accounts payable deadline for the date the funds will be needed.

Travel advances must be settled within five (5) days after completion of the travel. A travel advance will not be issued if any settlement for a prior advance is outstanding. Completed and final employee expense forms are to be forwarded to the Finance Department with all receipts attached. Any unused travel advance money must accompany this form.

14. EXPENSE REPORTING

The employee expense form should be filled out in accordance with the instructions noted on the form. Travelers should provide as much detailed information of all expenses on the form as possible, including the cost of registration, books, meals, hotel, airfare, etc., regardless of whether it was paid directly to a vendor (e.g. registration fees) or by purchasing card (e.g. hotel bill). Original receipts must be included except when it is impractical to do so or when specifically exempted by this policy (e.g. cost of public transportation, tips, parking meters, etc.). A copy of the employee expense report and completed purchase order shall be submitted to the Finance Department within ten (10) business days following completion of the trip. A copy shall be retained by the department.



Village of Algonquin

The Gem of the Fox River Valley

June 16, 2017

Village President and Board of Trustees:

The List of Bills dated 6/20/17, payroll expenses, and insurance premiums totaling \$939,925.09 are recommended for approval. For your information, this list of bills includes the following, which are not typical in the day-to-day operations of the Village.

FYE 17

Midwest Water Group	\$ 61,479.00	Manhole/Sewer Line Inspections
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FYE 18

Marsh USA Inc	4,924.00	Fiduciary Liability Insurance-Yearly
McHenry Cnty Council of Govts	7,209.00	MCCG Annual Dues

Please note:

The 6/15/17 payroll expenses totaled \$ 561,758.62.

Michael J. Kumbera

Assistant Village Manager

Medal J. Unl

MJK/lkd

Village of Algonquin

List of Bills 4/30/2017

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
ALGONQUIN GASOLINE INC					
CDD & PD CAR WASHES	45.00 Vendor Total: \$45.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	THROUGH 2/17/17	29170050
AMERICAN SOLUTIONS FOR BUSINESS					
NAME BADGES-NEW TRUSTEES	24.00 Vendor Total: \$24.00	GS ADMIN - EXPENSE GEN GOV ELECTED OFFICIALS EXPENSE	01100100-47741-	INV03025092	10170563
BA LIGHTING LLC					
LED LIGHTING CONVERSION	2,334.90	SEWER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07800400-44412-	50961	70170395
LED LIGHTING CONVERSION	28,265.17 Vendor Total: \$30,600.07	SEWER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07800400-44412-	50878	70170395
CHRISTOPHER B BURKE ENG LTD					
CUMBERLAND COPPER OAKS	324.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1713	135890	40170134
HIGHLAND AVENUE CONSTRUCTION MANAGE	673.64	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1213	135999	40170350
RANDALL ROAD UNDERPASS	776.34	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1261	135894	40170201
15-00089-00-PV MFT SLEEPY HOLLOW ROAD I	1,115.28	MFT - EXPENSE PUBLIC WORKS ENGINEERING/DESIGN SERVICES	03900300-42232-M1612	135896	40170038
TERRACE HILL PHASE 2	2,167.71	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1632	135895	40170074
SURREY LANE DRAINAGE REPAIR	2,971.50	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1413	135888	40170105
COPPER OAKS DRAINAGE STUDY	3,000.30	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-	135892	40170352
TIF-DOWNTOWN STREETSCAPE PHASE	5,924.42	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1642	135889	40170351
TIF-DOWNTOWN STREETSCAPE PHASE	9,103.50	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1642	135887	40170351
RANDALL ROAD UNDERPASS	59,450.95 Ve ndor Total: \$85,507.64	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1261	135893	40170201
CONSTELLATION NEWENERGY INC	13a01 10.tai. \$00,007.04				
OUND ELLATION NEWENEROT INC		WATER OPER - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
4/18/17-4/30/17 COUNTRYSIDE BOOSTER	79.67	ELECTRIC	07700400-42212-	0039621982	70170033
4/19/17-4/30/17 599 LONGWOOD	167.66	SWIMMING POOL -EXPENSE GEN GOV ELECTRIC	05900100-42212-	0039614891	10170107
4/18/17-4/30/17 ZANGE BOOSTER	207.19	WATER OPER - EXPENSE W&S BUSI Electric	07700400-42212-	0039614956	70170034
4/18/17-4/30/17 CARY BOOSTER STATION	210.02	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039614774	70170035
4/18/17-4/30/17 ALGONQUIN SHORES LS	304.50	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0039622031	70170044
4/13/17-4/30/17 GRAND RESERVE LS	393.22	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0039600397	70170043
4/18/17-4/30/17 WELL 9	515.21	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039622120	70170036
4/18/17-4/30/17 BRAEWOOD LS	599.15	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0039615013	70170045
4/17/17-4/30/17 WTP #2	1,412.24	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039676092	70170037
4/18/17-4/30/17 WTP #1	1,716.59 Vendor Total: \$5,605.45	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039614904	70170038
ENGINEERING ENTERPRISES, INC					
2016 WATER DISTRIBUTION SYSTEM IMPROVI	384.00	W & S IMPR EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICES	12900400-42232-	61807	40170353
GLENMOOR STREET IMPROVEMENTS	1,011.25	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1622	61810	40170098
TIF-DOWNTOWN STREETSCAPE-PH 1	1,624.75	W & 3 IMPR EXPENSE W&3 BUSI ENGINEERING/DESIGN SERVICES	12900400-42232-W1741	61809	40170097
WTP #2 & #3 HSP MOTOR RPLCMNT	549.28	W & S IMPR EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICES	12900400-42232-W1721	61808	40170354
WTP #2 & #3 HSP MOTOR RPLCMNT	1,167.22 Vendor Total: \$4,736.50	WATER OPER - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICES	07700400-42232-	61808	40170354
EVOQUA WATER TECHNOLOGIES LLC	ντιαοί Ισταί. ψ-,/σσ.σσ				
PRIMARY CHAIN/SPROCKETS/SLEEVES	13,708.00 Vendor Total: \$13,708.00	SEWER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07800400-44412-	903110216	70170346
u p opera ivo	vendor rotar. \$13,700.00				
H R GREEN INC CREEKS CROSSING PARK & DRAINAGE	2,927.05 Vendor Total: \$2,927.05	PARK IMPR - EXPENSE PUB WORKS ENGINEERING/DESIGN SERVICES	06900300-42232-P1711	111687	40170355
HBK WATER METER SERVICE INC		WATER OPER - EXPENSE W&S BUSI			

MINITERAN 1,0366 MINITERAN MENT FACILITY 1,070 MINITERAN MENT MENT MENT MENT FACILITY 1,070 MINITERAN MENT MENT MENT MENT MENT MENT MENT MEN	Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
### SAME TO BE A SAME TO BE SAME	WTP #3		MAINT - TREATMENT FACILITY	07700400-44412-	170260	70170398
1988 1988 1988 1988 1989	HOME DEPOT					
Part	2X6 WHRSHLD			01500300-43320-	5062385	50170160
PRINT 2017 RECITAL 12.00 PROFESSIONAL SERVICES 10101100-42234 1764-04 1764-05 1764	HUNTLEY COMMUNITY SCHOOL DISTRICT 15	8				
NUMBRING NAME NAME NAME NAME NAME NAME NAME NAME	SPRING 2017 RECITAL			01101100-42234-	1764-04	10170093
DRAIN TREATMENT	LAWSON PRODUCTS INC					
DISCSWMASHERSICABLE TIES	DRAIN TREATMENT	144.27	INVENTORY	28-14220-	9304759768	28170011
NEAR SEAR LINE INSPECTION	DISCS/WASHERS/CABLE TIES			29-14220-	9304797792	29170007
### SEMER LINE INSPECTION	MIDWEST WATER GROUP INC					
4/28/17-4/30/17 WTP #2 WATER OPER - EXPENSE WAS BUSIN NATURAL GAS 07700400-42211- 00-63-34-100.6 70170029 CORE TIME PAY STREET IMPROV-EXPENSE PUBWRKS CAPITAL IMPROVEMENTS 4900300-45593-S1414 MAILBOX INSTALL ************************************	SL RAT SEWER LINE INSPECTION			12900400-43370-	9012	40170349
4/28/17-4/30/17 WTP #2	NICOR GAS					
SURREY LANE DRAINAGE 95.00 STREET IMPROV- EXPENSE PUBWRKS (APITAL IMPROVEMENTS) 04900300-45593-S1414 MAILBOX INSTALL SURREY LANE DRAINAGE 310.00 SEWER OPER - EXPENSE WAS BUSING (POFE) - EXPENSE WAS BUSING	4/28/17-4/30/17 WTP #2			07700400-42211-	00-63-34-1000 6	70170029
SURREY LANE DRAINAGE 95.0 CAPITAL IMPROVEMENTS 04900300-45593-S1414 MAILBOX INSTALL SEWER OPER - EXPENSE WAS BUSI PROFESSIONAL SERVICES 7800400-42234- SEWER BACK UP FOMPS TIRE SERVICE INC TIRES 564.5 564.5 INVENTORY 29-14220- 64004964 29170004 MICH TIRES/MOUNT/VALVES 5,762.86 FRECISE MOBILE RESOURCE MANAGEMENT LLC APRAVL SUBSCRIPTION 149.57 PROFESSIONAL SERVICES 0300004-42234- NO01004-42234- NO01004-42	ONE TIME PAY					
SURREY LANE DRAINAGE 310.00 PROFESSIONAL SERVICES 07800400-42234- SEWER BACK UP FOMPS TIRE SERVICE INC VEHICLE MAINT. BALANCE SHEET ITRES 564.56 INVENTORY 29-14220- 64004996 29170004 MICH TIRES/MOUNT/VALVES 5,198.30 VEHICLE MAINT. BALANCE SHEET 1NVENTORY 29-14220- 640049768 29170004 VERCISE MOBILE RESOURCE MANAGEMENT LLC VERCISE MOBILE RESOURCE MANAGEMENT LLC CDD - EXPENSE GEN GOV 1000 - EXPENSE GEN GOV 1000010-42234- 1N200-1012705 10170561 APR AVL SUBSCRIPTION 149.57 PROFESSIONAL SERVICES 01300100-42234- 1N200-1012705 10170561	SURREY LANE DRAINAGE	95.00	CAPITAL IMPROVEMENTS	04900300-45593-S1414	MAILBOX INSTALL	
TIRES 564.56 INVENTORY 29.1420- 640049964 29.17004 MICH TIRES/MOUNT/VALVES 5,198.30 5,198.30 VEHICLE MAINT. BALANCE SHEET INVENTORY 29.1420- 640049768 29.170004 Vendor Total: \$5,762.86 VEHICLE MAINT. BALANCE SHEET INVENTORY 29.1420- 640049768 29.170004 PRECISE MOBILE RESOURCE MANAGEMENT LLC APR AVL SUBSCRIPTION 149.57 PROFESSIONAL SERVICES 01300100-42234- IN200-1012705 10170561 SEWER OPER - EXPENSE WAS BUSI	SURREY LANE DRAINAGE			07800400-42234-	SEWER BACK UP	
TIRES 564.56 INVENTORY 29-14220- 640049964 29170004 MICH TIRES/MOUNT/VALVES 5,198.30 1NVENTORY 29-14220- 640049768 29170004 Vendor Total: \$5,762.86 1NVENTORY 29-14220- 640049768 29170004 PRECISE MOBILE RESOURCE MANAGEMENT LLC APR AVL SUBSCRIPTION 149.57 PROFESSIONAL SERVICES 01300100-42234- IN200-1012705 10170561 SEWER OPER - EXPENSE WAS BUSS	POMPS TIRE SERVICE INC					
MICH TIRES/MOUNT/VALVES 5,198.30 INVENTORY 29-14220- 640049768 29170004 PRECISE MOBILE RESOURCE MANAGEMENT LLC APR AVL SUBSCRIPTION 149.57 CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES 01300100-42234- IN200-1012705 10170561 SEWER OPER - EXPENSE W&S BUSI SEWER OPER - EXPENSE W&S BUSI 149.57 TOTO TOTO TOTO TOTO TOTO TOTO TOTO TOT	TIRES	564.56	INVENTORY	29-14220-	640049964	29170004
APR AVL SUBSCRIPTION 149.57 CDD - EXPENSE GEN GOV SEWER OPER - EXPENSE W&S BUSI 01300100-42234- IN200-1012705 10170561	MICH TIRES/MOUNT/VALVES			29-14220-	640049768	29170004
APR AVL SUBSCRIPTION 149.57 PROFESSIONAL SERVICES 01300100-42234- IN200-1012705 10170561 SEWER OPER - EXPENSE W&S BUSI	PRECISE MOBILE RESOURCE MANAGEMENT L	LLC				
	APR AVL SUBSCRIPTION	149.57	PROFESSIONAL SERVICES	01300100-42234-	IN200-1012705	10170561
	AVL APRIL FLEET	165.88		07800400-42234-	IN200-1012696	70170091

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		WATER OPER - EXPENSE W&S BUSI			
AVL APRIL FLEET	165.88	PROFESSIONAL SERVICES	07700400-42234-	IN200-1012696	70170091
		GENERAL SERVICES PW - EXPENSE			
AVL APRIL GENERAL SERVICES	686.15	PROFESSIONAL SERVICES	01500300-42234-	IN200-1012701	50170255
	Vendor Total: \$1,167.48				
RUSH TRUCK CENTER					
		VEHICLE MAINT. BALANCE SHEET			
VALVE REPAIR KIT	34.57	INVENTORY	29-14220-	3005945784	29170031
	Vendor Total: \$34.57				
SHERMAN MECHANICAL INC					
		SEWER OPER - EXPENSE W&S BUSI			
SEWER BACK UP SURREY LANE	957.00	PROFESSIONAL SERVICES	07800400-42234-	W19357	40170356
	Vendor Total: \$957.00				
TRAFFIC & PARKING CONTROL CO					
		GENERAL SERVICES PW - EXPENSE			
SIGN BLANKS	275.32	SIGN PROGRAM	01500300-43366-	1563341	50170284
	Vendor Total: \$275.32				

REPORT TOTAL: \$229,227.97

Village of Algonquin

List of BIIIs 4/30/2017

FUND RECAP:

<u>FUND</u>	DESCRIPTION	DISBURSEMENTS
01	GENERAL	1,332.88
03	MFT	1,115.28
04	STREET IMPROVEMENT	85,498.61
05	SWIMMING POOL	167.66
06	PARK IMPROVEMENT	2,927.05
07	WATER & SEWER	67,791.01
12	WATER & SEWER IMPROVEM	64,037.03
28	BUILDING MAINT. SERVICE	144.27
29	VEHICLE MAINT. SERVICE	6,214.18
TOTAL ALL FUNDS		229,227.97

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE:	APPROVED BY:

Village of Algonquin

List of Bills 6/20/2017

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
3M					
SIGN MATERIALS	180.00	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	SS65305	50180044
SIGN MATERIALS	294.75	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	SS65306	50180041
SIGN MATERIALS	3,549.75 Vendor Total: \$4,024.50	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	SS65304	50180034
ADAMSKI JENNIFER					
UB 3178513 2954 TALAGA	94.03 Vendor Total: \$94.03	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77844	
AH4R-IL, LLC					
UB 3076103 1390 WESTBOURNE	1,190.86 Vendor Total: \$1,190.86	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77848	
ALGONQUIN AREA PUBLIC LIBRARY					
LIBRARY PARTNERSHIP PROGRAMS	300.00 Vendor Total: \$300.00	RECREATION - EXPENSE GEN GOV RECREATION PROGRAMS	01101100-47701-	05/23/17	10180082
ALGONQUIN INDUSTRIES LLC					
UB 2092180 210 DOWDLE UNIT #2	10.00 Vendor Total: \$10.00	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77842	
AMERICAN WATER WORKS ASSN					
BANIA AWWA RENEWAL	18.79	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	00434236	40180013
BANIA AWWA RENEWAL	15.14	SEWER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07800400-47740-	00434236	40180013
BANIA AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07700400-47740-	00434236	40180013
BROWN AWWA RENEWAL	18.79	PWA - EXPENSE PUB WORKS Travel/training/dues	01400300-47740-	00820613	40180013
BROWN AWWA RENEWAL	15.14	SEWER OPER - EXPENSE WAS BUSI Travel/training/dues	07800400-47740-	00820613	40180013
BROWN AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI Travel/training/dues	07700400-47740-	00820613	40180013
		PWA - EXPENSE PUB WORKS			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
HARTMANN AWWA RENEWAL	18.79	TRAVEL/TRAINING/DUES	01400300-47740-	00681441	40180013
HARTMANN AWWA RENEWAL	15.14	SEWER OPER - EXPENSE W&S BUSI Travel/training/dues	07800400-47740-	00681441	40180013
HARTMANN AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI Travel/training/dues	07700400-47740-	00681441	40180013
MEYER J AWWA RENEWAL	18.79	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	00569835	40180013
MEYER J AWWA RENEWAL	15.14	SEWER OPER - EXPENSE W&S BUSI Travel/training/dues	07800400-47740-	00569835	40180013
MEYER J AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07700400-47740-	00569835	40180013
MILLER J AWWA RENEWAL	18.79	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	00953500	40180013
MILLER J AWWA RENEWAL	15.14	SEWER OPER - EXPENSE WAS BUSI Travel/training/dues	07800400-47740-	00953500	40180013
MILLER J AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07700400-47740-	00953500	40180013
MITCHARD AWWA RENEWAL	46.63	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	00081998	40180013
MITCHARD AWWA RENEWAL	37.58	SEWER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07800400-47740-	00081998	40180013
MITCHARD AWWA RENEWAL	121.79	WATER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07700400-47740-	00081998	40180013
RYTER AWWA RENEWAL	18.79	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	01250934	40180013
RYTER AWWA RENEWAL	15.14	SEWER OPER - EXPENSE W&S BUSI Travel/training/dues	07800400-47740-	01250934	40180013
RYTER AWWA RENEWAL	49.07	WATER OPER - EXPENSE W&S BUSI Travel/training/dues	07700400-47740-	01250934	40180013
SCHUTZ J AWWA RENEWAL	46.63	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	00508566	40180013
SCHUTZ J AWWA RENEWAL	37.58	SEWER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07800400-47740-	00508566	40180013
SCHUTZ J AWWA RENEWAL	121.79 Vendor Total: \$910.00	WATER OPER - EXPENSE W&S BUSI Travel/training/dues	07700400-47740-	00508566	40180013
APPLIED ECOLOGICAL SERVICES					
SURREY LANE DRAINAGE REPAIR	240.00	STREET IMPROV- EXPENSE PUBWRKS INFRASTRUCTURE MAINT IMPROV	04900300-43370-	45891	40180024
WOODSCREEK BUNKER HILL DRIVE	360.00	STREET IMPROV- EXPENSE PUBWRKS INFRASTRUCTURE MAINT IMPROV	04900300-43370-	45883	40180023
WOODSCREEK STREAMBANK STABILIZATION	535.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1612	45800	40180021

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SOUWANAS CREEK RESTORATION	1,000.00	STREET IMPROV- EXPENSE PUBWRKS INFRASTRUCTURE MAINT IMPROV	04900300-43370-S1243	45654	40180020
WETLAND MITIGATION-NATURAL AREAS	1,000.00	PARK IMPR - EXPENSE PUB WORKS MAINT - WETLAND MITIGATION	06900300-44408-	45801	40180022
WETLAND MIT-BLUE RIDGE DETENTION	1,500.00 Vendor Total: \$4,635.00	PARK IMPR - EXPENSE PUB WORKS MAINT - WETLAND MITIGATION	06900300-44408-	45726	40180017
ARAMARK REFRESHMENT SERVICES					
COFFEE SERVICE	477.89 Vendor Total: \$477.89	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	543731	28180004
ARAMARK UNIFORM SERVICES					
MAT SERVICES FOR WWTP GMC AND	20.87	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590979658	28180005
MAT SERVICES FOR WWTP GMC AND	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590979654	28180005
MAT SERVICES FOR WWTP GMC AND	30.39	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590979655	28180005
MAT SERVICES FOR WWTP GMC AND	32.28	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590960719	28180005
MAT SERVICES FOR WWTP GMC AND	32.88	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590960730	28180005
MAT SERVICES FOR WWTP GMC AND	32.88	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590969417	28180005
MAT SERVICES FOR WWTP GMC AND	76.41	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590960721	28180005
MAT SERVICES FOR WWTP GMC AND	76.41	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590969409	28180005
MAT SERVICES FOR WWTP GMC AND	76.41	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590979657	28180005
MAT SERVICES FOR WWTP GMC AND	95.74	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	1590971359	28180005
SHOP TOWELS	25.00	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	1590960720	29180010
SHOP TOWELS	25.00	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	1590969408	29180010
SHOP TOWELS	85.02	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	1590979656	29180010
INTERNAL SERVICES UNIFORMS	11.21	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	1590969420	40180001
INTERNAL SERVICES UNIFORMS	32.15	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	1590969420	40180001
	32.10	BLDG MAINT- REVENUE & EXPENSES	200000000	.333333120	.5.5551

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
INTERNAL SERVICES UNIFORMS	14.78	UNIFORMS & SAFETY ITEMS	28900000-47760-	1590969419	40180001
INTERNAL SERVICES UNIFORMS	42.38	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	1590969419	40180001
GENERAL SERVICES UNIFORMS	63.21	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	1590969421	50180003
WATER & SEWER UNIFORMS	25.98	SEWER OPER - EXPENSE W&S BUSI Uniforms & Safety Items	07800400-47760-	1590969422	70180001
WATER & SEWER UNIFORMS	25.97	WATER OPER - EXPENSE W&S BUSI Uniforms & Safety Items	07700400-47760-	1590969422	70180001
SEWER UNIFORMS	26.36 Vendor Total: \$876.33	SEWER OPER - EXPENSE W&S BUSI Uniforms & Safety Items	07800400-47760-	1590969418	70180002
ARENDT SCOTT					
UB 3177504 15 CLARA	24.76 Vendor Total: \$24.76	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77852	
ATLAS BOBCAT LLC					
STARTER/CYLINDER	49.13 Vendor Total: \$49.13	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	BN3152	29180001
BEKKER KAREL L					
UB 1074529 1021 MAGNOLIA	16.16 Vendor Total: \$16.16	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77845	
BELLINO ANTHONY					
UB 2097792 8 MAIN	253.32 Vendor Total: \$253.32	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77846	
BOMGAR CORPORATION					
REMOTE SUPPORT THRU JUNE 2018	2,556.93	GEN NONDEPT - EXPENSE GEN GOV IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	INV0035162	10180059
REMOTE SUPPORT THRU JUNE 2018	319.62	SEWER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07800400-43333-	INV0035162	10180059
REMOTE SUPPORT THRU JUNE 2018	319.62 Vendor Total: \$3,196.17	WATER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07700400-43333-	INV0035162	10180059
BURGUNDY ROWE					
UB 3189469 2640 WILLIAMSBURG	0.81	W & S REVENUE - W&S REV W & S LATE CHARGES	07000400-34730-	77838	
UB 3189469 2640 WILLIAMSBURG	27.27	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77838	

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		WATER & SEWER BALANCE SHEET			
UB 3189469 2640 WILLIAMSBURG	5.00	AR - WATER BILLING	07-12110-	77840	
UB 3189469 2640 WILLIAMSBURG	5.00	AR - WATER BILLING	07-12110-	77840	
UB 3189469 2640 WILLIAMSBURG	7.27	AR - WATER BILLING	07-12110-	77840	
	Vendor Total: \$45.35				
CALL ONE INC					
		BLDG MAINT- REVENUE & EXPENSES			
STATEMENT 6/15/17	87.92	TELEPHONE	28900000-42210-	1214548-1139997	10180102
		CDD - EXPENSE GEN GOV			
STATEMENT 6/15/17	168.60	TELEPHONE	01300100-42210-	1214548-1139997	10180102
OTATEMENT OUT 147	045.57	GENERAL SERVICES PW - EXPENSE	04500000 40040	4044540 4400007	40400400
STATEMENT 6/15/17	315.57	TELEPHONE	01500300-42210-	1214548-1139997	10180102
STATEMENT 6/15/17	293.34	GS ADMIN - EXPENSE GEN GOV Telephone	01100100-42210-	1214548-1139997	10180102
STATEMENT 0/13/17	293.34		01100100-42210-	1214340-1139991	10 100 102
STATEMENT 6/15/17	537.37	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	1214548-1139997	10180102
STATEMENT 6/15/17	4,415.87	ALARM LINES	01200200-42215-	1214548-1139997	10180102
	,	PWA - EXPENSE PUB WORKS			
STATEMENT 6/15/17	107.08	TELEPHONE	01400300-42210-	1214548-1139997	10180102
		SEWER OPER - EXPENSE W&S BUSI			
STATEMENT 6/15/17	101.41	TELEPHONE	07800400-42210-	1214548-1139997	10180102
		SWIMMING POOL -EXPENSE GEN GOV			
STATEMENT 6/15/17	14.19	TELEPHONE	05900100-42210-	1214548-1139997	10180102
		VEHCL MAINT-REVENUE & EXPENSES			
STATEMENT 6/15/17	94.29	TELEPHONE	29900000-42210-	1214548-1139997	10180102
STATEMENT 6/15/17	448.15	WATER OPER - EXPENSE W&S BUSI Telephone	07700400-42210-	1214548-1139997	10180102
STATEMENT 0/13/17	Vendor Total: \$6,583.79	TELEFTIONE	07700400-42210-	1214040-1109991	10100102
	Vendor Total: \$0,000.70				
CARMEN GERCONE					
SGTS PROMOTIONAL EXAM	300.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	100	20180030
OCTOT NOMOTIONAL EXAM	Vendor Total: \$300.00	THE ESSISTATE SERVISES	0.1200200 12201	100	2010000

CENTEGRA OCCUPATIONAL HEALTH		RECREATION - EXPENSE GEN GOV			
PRE-EMPLOYMENT DRUG TESTING	30.00	PROFESSIONAL SERVICES	01101100-42234-	191316	10180095
	65.55	SWIMMING POOL -EXPENSE GEN GOV		10.10.10	10.0000
PRE-EMPLOYMENT DRUG TESTING	30.00	PROFESSIONAL SERVICES	05900100-42234-	191576	10180096
		SWIMMING POOL -EXPENSE GEN GOV			
PRE-EMPLOYMENT DRUG TESTING	30.00	PROFESSIONAL SERVICES	05900100-42234-	191144	10180083
		RECREATION - EXPENSE GEN GOV			
PRE-EMPLOYMENT DRUG TESTING	30.00	PROFESSIONAL SERVICES	01101100-42234-	191225	10180083
		SEWER OPER - EXPENSE W&S BUSI			
PRE-EMPLOYMENT DRUG TESTING	15.00	PHYSICAL EXAMS	07800400-42260-	191006	10180078

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
PRE-EMPLOYMENT DRUG TESTING	15.00	WATER OPER - EXPENSE W&S BUSI PHYSICAL EXAMS	07700400-42260-	191006	10180078
PRE-EMPLOYMENT DRUG TESTING	30.00	SWIMMING POOL -EXPENSE GEN GOV PROFESSIONAL SERVICES	05900100-42234-	191030	10180078
PRE-EMPLOYMENT DRUG TESTING	30.00	GENERAL SERVICES PW - EXPENSE PHYSICAL EXAMS	01500300-42260-	191059	10180078
PRE-EMPLOYMENT DRUG TESTING	30.00	SWIMMING POOL -EXPENSE GEN GOV Professional services	05900100-42234-	191772	10180100
PRE-EMPLOYMENT DRUG TESTING	60.00	SWIMMING POOL -EXPENSE GEN GOV PROFESSIONAL SERVICES	05900100-42234-	191802	10180100
PRE-EMPLOYMENT DRUG TESTING	30.00	GENERAL SERVICES PW - EXPENSE PHYSICAL EXAMS	01500300-42260-	190913	10180077
PRE-EMPLOYMENT DRUG TESTING	90.00 Vendor Total: \$420.00	SWIMMING POOL -EXPENSE GEN GOV PROFESSIONAL SERVICES	05900100-42234-	190913	10180077
CHICAGO PARTS & SOUND LLC					
CLEAR STROBE TUBE	150.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	13834	29180026
LED TRAFFIC ADVISORS	1,050.00 Vendor Total: \$1,200.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	13860	29180026
CINTAS CORPORATION NO 2					
5/22/17 CDD FIRST AID CABINET	61.04	CDD - EXPENSE GEN GOV OFFICE SUPPLIES	01300100-43308-	8403194307	30180008
5/22/17 POOL FIRST AID CABINET	164.15 Vendor Total: \$225.19	SWIMMING POOL -EXPENSE GEN GOV Uniforms & safety items	05900100-47760-	8403194308	10180097
CLARKE ENVIRONMENTAL MOSQUITO MGMT INC	C				
JULY MOSQUITO CONTROL PROGRAM	9,875.00 Vendor Total: \$9,875.00	GENERAL SERVICES PW - EXPENSE PROFESSIONAL SERVICES	01500300-42234-	6361499	50180009
COMCAST CABLE COMMUNICATION					
6/7/17-7/6/17 PUBLIC WORKS	16.89	PWA - EXPENSE PUB WORKS EQUIPMENT RENTAL	01400300-42270-	8771 10 012 0277023	17
5/28/17-6/27/17 WTP #2	144.85	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0435820	10180025
6/11/17-7/10/17 WTP #1	144.85	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0436950	18
6/1/17-6/30/17	136.54	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	53677390	10180103
6/1/17-6/30/17	543.24	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	53677390	10180103

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
6/1/17-6/30/17	582.13	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	53677390	10180103
6/1/17-6/30/17	641.39	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	53677390	10180103
6/1/17-6/30/17	1,230.74	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	53677390	10180103
6/1/17-6/30/17	178.77	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	53677390	10180103
6/1/17-6/30/17	726.23	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	53677390	10180103
6/1/17-6/30/17	150.69	TELEPHONE	29900000-42210-	53677390	10180103
6/1/17-6/30/17	304.99 Vendor Total: \$4,801.31	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	53677390	10180103
COMPLETE CLEANING CO INC					
JUNE SERVICES HVH	476.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C02178	28180010
JUNE SERVICES WWTF	633.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C02175	28180010
JUNE SERVICES PW	1,134.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C02176	28180010
JUNE SERVICES GMC	2,182.00 Vendor Total: \$4,425.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C02177	28180010
CONSTELLATION NEWENERGY INC					
5/1/17-5/16/17 COUNTRYSIDE BOOSTER	98.05	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039621982	70180048
5/1/17-5/17/17 599 LONGWOOD	237.51	SWIMMING POOL -EXPENSE GEN GOV ELECTRIC	05900100-42212-	0039614891	10180015
5/1/17-5/16/17 ZANGE BOOSTER	255.00	WATER OPER - EXPENSE W&S BUSI Electric	07700400-42212-	0039614956	70180047
5/1/17-5/16/17 CARY BOOSTER	258.49	WATER OPER - EXPENSE W&S BUSI Electric	07700400-42212-	0039614774	70180046
5/1/17-5/15/17 GRAND RESERVE LS	327.68	SEWER OPER - EXPENSE W&S BUSI Electric	07800400-42212-	0039600397	70180036
5/1/17-5/17/17 ALGONQUIN SHORES LS	398.19	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0039622031	70180037
5/1/17-5/16/17 WELL #9	634.10	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039622120	70180045
5/1/17-5/16/17 BRAEWOOD LS	737.42	SEWER OPER - EXPENSE W&S BUSI ELECTRIC Water oper - Expense W&S BUSI	07800400-42212-	0039615013	70180038

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
5/1/17-5/15/17 WTP #2	1,513.12	ELECTRIC	07700400-42212-	0039676092	70180044
5/1/17-5/15/17 WTP #1	1,980.67 Vendor Total: \$6,440.23	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0039614904	70180043
CROCKET PARTNERS INC					
MAY SHIPPING	10.69 Vendor Total: \$10.69	POLICE - EXPENSE PUB SAFETY POSTAGE	01200200-43317-	THROUGH 5/31/17	20180005
CUMBO MARIANN					
UB 3106153 2322 DAWSON	27.28 Vendor Total: \$27.28	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77851	
DAVID ETERNO					
ADMINISTRATIVE HEARING MAY	568.75 Vendor Total: \$568.75	GS ADMIN - EXPENSE GEN GOV Municipal Court	01100100-42305-	11936	10180084
DLS INTERNET SERVICES					
6/25/17-7/25/17 FULL T1	15.42	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	38.53	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	26.97	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	65.50	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	161.83	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	26.97	PWA - EXPENSE PUB WORKS Telephone	01400300-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	17.34	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	15.41	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	1496556	10180018
6/25/17-7/25/17 FULL T1	17.34	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	1496556	10180018
6/25/17-7/25/17 DOMAIN	0.41	BLDG MAINT-REVENUE & EXPENSES Telephone	28900000-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.99	CDD - EXPENSE GEN GOV Telephone	01300100-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.71	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	1496557	10180018
		GS ADMIN - EXPENSE GEN GOV			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
6/25/17-7/25/17 DOMAIN	1.70	TELEPHONE	01100100-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	4.19	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.71	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.45	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.39	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	1496557	10180018
6/25/17-7/25/17 DOMAIN	0.45	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	1496557	10180018
6/25/17-7/25/17 2ND T1	15.42	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	38.53	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	26.97	GENERAL SERVICES PW - EXPENSE Telephone	01500300-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	65.50	G3 ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	161.83	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	26.97	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	17.34	SEWER OPER - EXPENSE W&S BUSI Telephone	07800400-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	15.41	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	1496578	10180018
6/25/17-7/25/17 2ND T1	17.34 Vendor Total: \$780.62	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	1496578	10180018
DONNA M GIOVE					
SUMMER BOOT CAMP	600.00 Vendor Total: \$600.00	RECREATION - EXPENSE GEN GOV RECREATION PROGRAMS	01101100-47701-	6/3/17 - 6/4/17	10180089
EDS RENTAL & SALES INC					
POST POUNDER	58.24 Vendor Total: \$58.24	GENERAL SERVICES PW - EXPENSE Equipment Rental	01500300-42270-	199675-3	50180037
ENCAP INC					
WOODSCREEK STREAMBANK STABILIZATION	2,328.50 Vendor Total: \$2,328.50	STREET IMPROV- EXPENSE PUBWRKS CAPITAL IMPROVEMENTS	04900300-45593-S1613	3123	40180014

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
FEDEX					
CONSTRUCTION PROJECTS SHIPPING	16.83 Vendor Total: \$16.83	PWA - EXPENSE PUB WORKS POSTAGE	01400300-43317-	5-812-79636	10180007
FIRE SAFETY CONSULTANTS INC					
ADVOCATE MEDICAL	352.80	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	2017-695AF	30180005
STEIN MART	440.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	2017-869	30180005
YOUNG INNOVATIONS SERVER ROOM	895.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	2017-894	30180005
STEIN MART	1,075.00 Vendor Total: \$2,762.80	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	2017-895	30180005
FISHER AUTO PARTS INC					
RETURN WAGNER LIGHTING	-12.19	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386443	1
EXHAUST PIPE	7.88	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387525	1
EXHAUST BOLT/SPRING	12.40	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387528	1
AIR/FUEL FILTERS	14.86	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387477	1
HVAC BLOWER MOTOR	18.24	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386030	1
SEALED HALOGEN BEAMS	24.38	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386196	1
EXHAUST PIPE ADAPTER	29.74	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387483	1
MULTI PURPOSE SEALS	30.98	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387479	1
EXHAUST FLANGES	31.63	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-387487	1
FUEL/OIL FILTERS	34.67	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-385755	1
STEERING TIE ROD END	42.80	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386612	1
BATTERIES	122.17	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386808	1
BATTERIES	225.12 Vendor Total: \$582.68	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-386774	1

FOSTER COACH SALES INC

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SKIRT COND	637.96 Vendor Total: \$637.96	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	12041	29180024
GERALD A CAVANAUGH					
EXTERMINATING MAY 2017	185.00 Vendor Total: \$185.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	2157	28180018
GESKE AND SONS INC					
17-00000-00-GM MFT CONCRETE	98.80	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	38103	40180007
17-00000-00-GM MFT CONCRETE	165.60	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	38032	40180007
17-00000-00-GM MFT CONCRETE	402.80	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	37972	40180007
17-00000-00-GM MFT CONCRETE	515.60 Vendor Total: \$1,182.80	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	37948	40180007
	vendor rotar. \$1,102.00				
CONCESSIONS 6/7/17	885.15 Vendor Total: \$885.15	SWIMMING POOL -EXPENSE GEN GOV CONCESSIONS	05900100-47800-	324500	10180047
GRAINGER					
LOCKOUT PADLOCK	12.34	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9454837379	28180023
MASONRY SCREWS	27.03	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9449835694	28180023
STACKING BINS	40.92	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9453489560	28180023
FLOOR SQUEEGEES	129.98	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9451928650	28180023
PROT EYEWEAR DISP	44.21	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	9453489552	40180019
PIKE POLE	92.85 Vendor Total: \$347.33	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	9450531257	70180065
GRANDYS CHERYL					
UB 1042733 1214 STRATFORD	41.32 Vendor Total: \$41.32	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77849	
GROOT INDUSTRIES INC		GEN FUND BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
MAY GARBAGE STICKER SALES	1,827.00 Vendor Total: \$1,827.00	AP - GARBAGE STICKERS	01-20104-	15001207	10180027
HALOGEN SUPPLY CO					
CLOCK	35.50	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	00503212	28180011
MURIATIC ACID	197.90 Vendor Total: \$233.40	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	00503211	28180011
HARTMAN JOHN					
UB 1052539 611 TIMBERWOOD	10.00 Vendor Total: \$10.00	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77841	
HBK WATER METER SERVICE INC					
RPZ TESTING	3,241.74 Vendor Total: \$3,241.74	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	170329	28180035
HD SUPPLY FACILITIES MAINTENANCE LTD					
PVC	255.23 Vendor Total: \$255.23	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	255711	70180059
HI-VIZ INC					
MEN WORKING SIGNS	1,110.00	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	6561	50180031
BARRICADES	427.08	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	6578	40180025
BARRICADES	427.09	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	6578	40180025
BARRICADES	427.08	WATER OPER - EXPENSE WAS BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	6578	40180025
CONES	1,133.33	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	6575	40180025
CONES	1,133.34	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	6575	40180025
CONES	1,133.33 Vendor Total: \$5,791.25	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	6575	40180025
HOME CITY ICE COMPANY					
5/26/17 ICE	200.00 Vendor Total: \$200.00	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	4105170096	28180014

HOME DEPOT

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
INVERTER/CHARGER/BATTERY	227.97	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	2015548	70180012
CULTIVATOR	31.94	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	2015568	50180005
WAX RING	4.26	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	1015610	28180028
TEFLON TAPE/BALL VALVE	13.29	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	1015646	70180012
DRILL BIT	6.03	SWIMMING POOL -EXPENSE GEN GOV SMALL TOOLS & SUPPLIES	05900100-43320-	0015728	40180003
ROOF CEMENT/WRENCH/PUTTY KNIFE	11.14	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	0021112	28180028
SIGN BOLTS	17.20	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	9021138	50180008
STAPLES	3.22	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	5010345	70180012
LATTICE	12.40	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	5021305	28180028
TIE-DOWN/LASHING STRAP/ADAPTER	27.31	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	5063342	70180004
COMMON BOARDS	64.28	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	4010462	70180012
LENS/WINGNUT	11.92	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	4063389	28180028
VALVES	19.59	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	3010532	28180028
PANELING/LATTICE	16.07	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	3021380	28180028
SILICONE/GUTTER GUARD	19.76	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	1010692	28180028
FLANGES/DIAMOND BLADE	31.27	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	6011072	70180004
COPPER/CLOTH/BRUSHES	58.84	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	6071926	70180012
BRASS PLUG	5.68	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	4011250	28180028
PISTON BACKPACK	74.97	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	4021721	70180012
REDUCER/CONNECTKIT	28.87	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	4064323	70180004
BELT/BRUSH/SHIMS	92.93	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	1011460	28180028
RATCHET POLISH	19.97	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	1011471	50180005

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		SEWER OPER - EXPENSE W&S BUSI			
LEAKSEAL/SLEEVE ANCHORS	77.72	SMALL TOOLS & SUPPLIES	07800400-43320-	1011480	70180004
COVER/TOILET TANK FLAPPER	5.76	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	0011532	28180028
RETURN SLEEVE ANCHORS	-39.88	SEWER OPER - EXPENSE WAS BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	0191855	70180004
CEMENT TUBE/EPOXY	46.38	SEWER OPER - EXPENSE WAS BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	0021930	70180004
READY ROOM SUPPLIES	48.50	BLDG MAINT- REVENUE & EXPENSES SMALL TOOLS & SUPPLIES	28900000-43320-	0021933	28180036
PIPE & FITTINGS	59.20	GENERAL SERVICES PW - EXPENSE MAINT - STORM SEWER	01500300-44431-	21942	50180043
SHOWER MOUNT	39.92	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	0064763	28180028
SPRAYER/CAULK GUN/CLEANER	47.64	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	9011596	50180005
HOSE REEL	49.97	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9011605	28180028
DYNAFLEX/SILICONE/SHIMS	35.20	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	8011649	50180005
	Vendor Total: \$1,169.32				
IDENTIKIT SOLUTIONS		POLICE - EXPENSE PUB SAFETY			
2017/2018 LICENSE	495.00 Vendor Total: \$495.00	EQUIPMENT RENTAL	01200200-42270-	105924	20180025
IL PUBLIC EMPLOYER LABOR RELATIONS ASSN	1				
POLICE AND FIRE RECRUITMENT	55.00 Vendor Total: \$55.00	GS ADMIN - EXPENSE GEN GOV TRAVEL/TRAINING/DUES	01100100-47740-	WALKER REGISTRATION	10180099
ILLINOIS PUBLIC SAFETY AGENCY NETWORK					
CIMIS 7/1/17-12/31/17	250.00 Vendor Total: \$250.00	POLICE - EXPENSE PUB SAFETY MAINT - OFFICE EQUIPMENT	01200200-44426-	00041321	20180024
ILLINOIS SECRETARY OF STATE					
COVERT PLATE RENEWALS	303.00 Vendor Total: \$303.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	UNITS 150/200/201	29180038
INDUSTRIAL SCIENTIFIC CORPORATION					
GAS DETECTOR MAY SERVICE	196.42	SEWER OPER - EXPENSE WAS BUSI PROFESSIONAL SERVICES	07800400-42234-	1994805	70180050
GAS DETECTOR MAY SERVICE	196.42	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	1994805	70180050

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
	Vendor Total: \$392.84				
ISAWWA					
HARTMANN AWWA SEMINAR	96.00 Vendor Total: \$96.00	WATER OPER - EXPENSE W&S BUSI Travel/training/dues	07700400-47740-	200029733	70180062
JOHN A STREZO					
SGTS PROMOTIONAL EXAM	300.00 Vendor Total: \$300.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	300	20180032
JOSEPH D FOREMAN & CO					
DIST WATER	1,953.00 Vendor Total: \$1,953.00	WATER OPER - EXPENSE W&S BUSI MAINT - DISTRIBUTION SYSTEM	07700400-44415-	252714	70180058
KANE COUNTY RECORDER					
RECORDING FEES - MAY	23.50	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	THROUGH 5/31/17	10180013
RECORDING FEES - MAY	23.50 Vendor Total: \$47.00	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	THROUGH 5/31/17	10180013
LAWSON PRODUCTS INC					
PUMICE HAND CLEANER	133.88	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9304986323	28180012
CONNECTORS/SCREWS/ANCHORS	508.53 Vendor Total: \$642.41	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	9304982946	29180005
LEACH ENTERPRISES INC					
AIR GOVERNOR	19.42 Vendor Total: \$19.42	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	910381	29180006
MANSFIELD OIL COMPANY					
ULS #2	1,729.36	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	20301752	29180008
UNLEADED	1,821.61	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	20306296	29180008
ULS #2	2,270.88	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	20306297	29180008
ULS #2	2,504.09	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	20308825	29180008
UNLEADED	2,663.76 Vendor Total: \$10,989.70	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	20301125	29180008

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
MARK D WEEKS					
SGTS PROMOTIONAL EXAM	300.00 Vendor Total: \$300.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	400	20180033
MARSH USA INC					
NOTARY RENEWAL AAGAARD	20.00	PWA - EXPENSE PUB WORKS TRAVEL/TRAINING/DUES	01400300-47740-	376332043024	40180012
FIDUCIARY LIABILITY 5/15/17-5/15/18	4,924.00 Vendor Total: \$4,944.00	GEN NONDEPT - EXPENSE GEN GOV Insurance	01900100-42236-	344148564677	
MARTELLE WATER TREATMENT					
SODIUM HYPOCHLORITE	4,334.00 Vendor Total: \$4,334.00	WATER OPER - EXPENSE W&S BUSI Chemicals	07700400-43342-	15683	70180017
MAURIZIO CARRARA					
SUMMER CONCERT 6/22/17	800.00 Vendor Total: \$800.00	RECREATION - EXPENSE GEN GOV RECREATION PROGRAMS	01101100-47701-	6/22/17 CONCERT	10180085
MCHENRY ANALYTICAL WATER LABORATORY IN	NC				
COLILERT	230.00 Vendor Total: \$230.00	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	1702484	70180064
MCHENRY COUNTY COUNCIL OF GOV					
2017-2017 ANNUAL DUES	7,209.00 Vendor Total: \$7,209.00	HOTEL TAX - EXPENSE GEN GOV REGIONAL / MARKETING	16260100-42252-	1038	10180088
MCHENRY COUNTY RECORDER					
RECORDING FEES - MAY	206.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	THROUGH 5/31/17	10180012
RECORDING FEES - MAY	80.00	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	THROUGH 5/31/17	10180012
RECORDING FEES - MAY	80.00 Vendor Total: \$366.00	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	THROUGH 5/31/17	10180012
MCMASTER CARR SUPPLY COMPANY					
MOMAGIER GARRIST STEEL COMPANI		SEWER OPER - EXPENSE W&S BUSI			
CONCRETE STUDS	375.43 Vendor Total: \$375.43	MAINT - TREATMENT FACILITY	07800400-44412-	31246088	70180055
MEADE ELECTRIC		GENERAL SERVICES PW - EXPENSE			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
WALMART TRAFFIC SIGNAL MAY	197.00 Vendor Total: \$197.00	MAINT - TRAFFIC SIGNALS	01500300-44430-	680000	50180045
MENARDS CARPENTERSVILLE					
ELECTRICAL SUPPLIES	23.91	WATER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07700400-43320-	2376	70180051
WELL #13 SERVICE	42.91	WATER OPER - EXPENSE W&S BUSI MAINT - DISTRIBUTION SYSTEM	07700400-44415-	2442	70180063
WELL #13 SERVICE	9.81	MAINT - WELLS WATER OPER - EXPENSE W&S BUSI	07700400-44418-	2442	70180063
PRES PARK SERVICE	187.75	MAINT - DISTRIBUTION SYSTEM	07700400-44415-	2840	70180063
PRES PARK SERVICE	42.91	MAINT - WELLS	07700400-44418-	2840	70180063
HILL CLIMB MATERIALS	64.34	GENERAL SERVICES PW - EXPENSE MATERIALS	01500300-43309-	2788	50180040
LAMINATE/STRIPS/SHEETS/GLUE	166.43	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	38316	28180006
	Vendor Total: \$538.06				
MIDWEST TRADING HORTICULTURAL SUPPLIES INC	C				
TOPSOIL	211.50 Vendor Total: \$211.50	GENERAL SERVICES PW - EXPENSE MATERIALS	01500300-43309-	1430932	50180036
MITCHELL SLABINSKI					
LIFE INSURANCE OVERPAYMENT	162.30 Vendor Total: \$162.30	POLICE - EXPENSE PUB SAFETY INSURANCE	01200200-41106-	RETROACTIVE CREDIT	10180092
MORRISON ASSOCIATES LTD					
SCHLONEGER-PROFESSIONAL DEVELOPMEN	1,125.00 Vendor Total: \$1,125.00	GS ADMIN - EXPENSE GEN GOV Travel/training/dues	01100100-47740-	2016:0062	10180091
MUELLER WATER PRODUCTS INC					
AIR VALVE WTP #2	106.51 Vendor Total: \$106.51	WATER OPER - EXPENSE W&S BUSI Maint - Treatment Facility	07700400-44412-	3556946	70180066
MUNICIPAL FLEET MANAGERS ASSN					
REGISTRATION X 2	50.00	VEHCL MAINT-REVENUE & EXPENSES TRAVEL/TRAINING/DUES	29900000-47740-	8/15/17 FORD	29180037
REGISTRATION X 2	50.00	VEHCL MAINT-REVENUE & EXPENSES TRAVEL/TRAINING/DUES	29900000-47740-	9/19/17 GNRL MOTORS	29180037
REGISTRATION X 2	50.00 Vendor Total: \$150.00	VEHCL MAINT-REVENUE & EXPENSES TRAVEL/TRAINING/DUES	29900000-47740-	10/17/17 CHRYSLER	29180037

MYERS WILLIAM

WATER & SEWER BALANCE SHEET		
UB 3024285 1077 ST ANDREWS 14.24 AR - WATER BILLING 07-12110- Vendor Total: \$14.24 Or-12110-	77850	
NAPA AUTO SUPPLY ALGONQUIN		
RETURN AIR FILTER -9.92 INVENTORY 29-14220-	946523	8
AIR FILTER 8.75 INVENTORY 29-14220-	946990	8
AIR FILTER 9.33 INVENTORY 29-14220-	946240	8
HALOGEN LAMP 11.73 INVENTORY 29-14220-	946546	8
FLANGE 11.89 VEHICLE MAINT. BALANCE SHEET 11.89 INVENTORY 29-14220-	947802	8
VEHICLE MAINT. BALANCE SHEETMANIFOLD GASKET40.18INVENTORY29-14220-	946682	8
GLOW PLUGS 48.15 INVENTORY 29-14220-	946485	8
SOLENOID VEHICLE MAINT. BALANCE SHEET 119.95 INVENTORY 29-14220-	946506	8
OIL/AIR FILTERS 167.36 INVENTORY 29-14220- Vendor Total: \$407.42	946147	8
NICK KORDECKI		
SEWER OPER - EXPENSE W&S BUSI LIFE INSURANCE OVERPAYMENT 100.22 INSURANCE 07800400-41106-	RETROACTIVE CREDIT	10180098
LIFE INSURANCE OVERPAYMENT 100.23 INSURANCE 0VERPAYMENT 100.25 Vendor Total: \$200.45 07700400-41106-	RETROACTIVE CREDIT	10180098
NICOR GAS		
### WATER OPER - EXPENSE W&S BUSI 5/1/17-5/30/17 WTP #2 227.28 NATURAL GAS 07700400-42211- Vendor Total: \$227.28	00-63-34-1000 6	70180031
NILCO		
MOWING-4 LOCATIONS 225.00 PROFESSIONAL SERVICES 01300100-42234-	8926	30180006
## CDD - EXPENSE GEN GOV MOWING-4 LOCATIONS 300.00 PROFESSIONAL SERVICES 01300100-42234- Vendor Total: \$525.00 \$	8940	30180006
NIR ROOF CARE INC		
SEWER OPER - EXPENSE W&S BUSI ROOF CARE PLAN 1,500.00 PROFESSIONAL SERVICES 07800400-42234-	117245	70180061

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
	Vendor Total: \$1,500.00				
NORTH EAST MULTI REGIONAL TRAINING					
NICHOLSON FIREARMS TRAINING	75.00 Vendor Total: \$75.00	POLICE - EXPENSE PUB SAFETY TRAVEL/TRAINING/DUES	01200200-47740-	221018	20180026
NORTHERN ILLINOIS UNIVERSITY					
CASTELLANOS	770.00	GS ADMIN - EXPENSE GEN GOV PROFESSIONAL SERVICES	01100100-42234-	JUNE 2017	13
RESPETO-IRIZARRY	770.00 Vendor Total: \$1,540.00	GS ADMIN - EXPENSE GEN GOV PROFESSIONAL SERVICES	01100100-42234-	JUNE 2007	13
NORTHWEST TRUCKS INC					
MOLDED HOSE	8.50	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	01P434047	29180031
COMPRESSOR/GASKETS	1,343.03 Vendor Total: \$1,351.53	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	01P433692	29180031
OFFICE DEPOT					
FILE COPY STAMP	14.58	CDD - EXPENSE GEN GOV OFFICE SUPPLIES	01300100-43308-	930945661001	30180004
MARKERS/PAPER	85.13	CDD - EXPENSE GEN GOV OFFICE SUPPLIES	01300100-43308-	930945062001	30180004
PAPER	69.64 Vendor Total: \$169.35	PWA - EXPENSE PUB WORKS OFFICE SUPPLIES	01400300-43308-	930966260001	40180015
ONE TIME PAY	, , , , , , , , , , , , , , , , , , , ,				
MONTOGNESE-CANCELLED CLASS	45.00	GEN FUND REVENUE - GEN GOV RECREATION PROGRAMS	01000100-34410-	2600 DINO CAMP	
SOSINE-CHANGED MIND	120.00	GEN FUND REVENUE - GEN GOV RENTAL INCOME	01000100-34100-	FACILITY RENTAL 7/23	
JOSCO CONSTRUCTION CHECK #4134	1,269.41 Vendor Total: \$1,434.41	WATER & SEWER BALANCE SHEET DEPOSITS - HYDRANT METER	07-24105-	HYD METER REFUND	
PAPPAS KENNETH					
UB 3043437 321 BAYBERRY	50.40 Vendor Total: \$50.40	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77839	
PATRICIA MILLER					
NATIONAL CHILD PASSENGER SAFETY SEAT	50.00 Vendor Total: \$50.00	POLICE - EXPENSE PUB SAFETY TRAVEL/TRAINING/DUES	01200200-47740-	5/27/17 RECERT FEE	20180027

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
PIE FIVE PIZZA COMPANY					
UB 2099941 776 RANDALL	10.00 Vendor Total: \$10.00	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77843	
PITNEY BOWES					
MAILING SYSTEM 03/30/17-06/29/17	634.23 Vendor Total: \$634.23	GS ADMIN - EXPENSE GEN GOV LEASES - NON CAPITAL	01100100-42272-	3101288665	10180019
POINT READY MIX LLC					
17-00000-00-GM MFT CONCRETE	1,233.00 Vendor Total: \$1,233.00	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	55723	40180018
POLYDYNE INC					
CLARIFLOC	3,888.00 Vendor Total: \$3,888.00	SEWER OPER - EXPENSE W&S BUSI CHEMICALS	07800400-43342-	1140766	70180006
POMPS TIRE SERVICE INC					
VALUE/MOUNT/BALANCE	374.67 Vendor Total: \$374.67	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640051553	15
PRIME TACK & SEAL CO					
TACKIFIER	544.32 Vendor Total: \$544.32	GENERAL SERVICES PW - EXPENSE Materials	01500300-43309-	52648	50180030
PRINCIPATO GREG					
UB 3177418 2995 TALAGA	33.24 Vendor Total: \$33.24	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77847	
PRO SAFETY INC					
CLEAR/GREY GLASSES	34.40	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	2/837960	50180042
CLEAR/GREY GLASSES	34.40	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	2/837960	50180042
CLEAR/GREY GLASSES	34.40	SEWER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07800400-47760-	2/837960	50180042
CLEAR/GREY GLASSES	35.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	2/837960	50180042
CLEAR/GREY GLASSES	34.40 Vendor Total: \$172.80	WATER OPER - EXPENSE W&S BUSI Uniforms & Safety Items	07700400-47760-	2/837960	50180042

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
PRODUCERS CHEMICAL COMPANY					_
ACID FOR POOL	10.91 Vendor Total: \$10.91	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	232053	28180009
PROPERTY WERKS OF NORTHERN ILLINOIS INC					
CEMETERY MAINTENANCE - JUNE	1,550.00 Vendor Total: \$1,550.00	CEMETERY OPER -EXPENSE GEN GOV PROFESSIONAL SERVICES	02400100-42234-	1797	10180021
PVS TECHNOLOGIES INC					
FERRIC CHLORIDE	5,349.27 Vendor Total: \$5,349.27	SEWER OPER - EXPENSE W&S BUSI Chemicals	07800400-43342-	224109	70180057
RAY O'HERRON CO INC					
BURZYNSKI	38.98	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1729412-IN	20180001
NICHOLSON	51.94	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1729705-IN	20180001
STACHURA	52.98	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1728118-IN	20180001
BURZYNSKI	73.00	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1729410-IN	20180001
BURZYNSKI	76.00	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1731733-IN	20180001
STACHURA	77.99	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1731214-IN	20180001
SUTRICK	120.23	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1730604-IN	20180001
BURZYNSKI	274.99	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1731447-IN	20180001
STACHURA	351.29	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1727867-IN	20180001
NICHOLSON	559.23 Vendor Total: \$1,676.63	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	1727818-IN	20180001
RED WING SHOE STORE					
JONAS 5/18/17	91.37	SEWER OPER - EXPENSE W&S BUSI Uniforms & Safety Items	07800400-47760-	000000022-139	70180049
JONAS 5/18/17	91.37 Vendor Total: \$182.74	WATER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07700400-47760-	00000022-139	70180049
ROBERT MITCHARD		PWA - EXPENSE PUB WORKS			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
ROAD SCHOLAR PROGRAM	6.67 Vendor Total: \$6.67	TRAVEL/TRAINING/DUES	01400300-47740-	5/7/17 MEAL	40180016
ROLAND MACHINERY EXCHANGE					
WIPER ARM	103.99 Vendor Total: \$103.99	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	38034349	3
RUSH TRUCK CENTER					
CAP ASSY COOLANT	39.46 Vendor Total: \$39.46	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3006622068	29180027
SAUBER MFG CO					
UNITS 631/531/901 AERIAL & POWER UNIT INS	1,743.00 Vendor Total: \$1,743.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	PSI179314	29180036
SCOTT COSTA					
LIFE INSURANCE OVERPAYMENT	183.00 Vendor Total: \$183.00	GENERAL SERVICES PW - EXPENSE Insurance	01500300-41106-	RETROACTIVE CREDIT	10180093
SHANON L GILLETTE					
SGTS PROMOTIONAL EXAM	300.00 Vendor Total: \$300.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	200	20180031
SHAWN COHEE					
UB 3207935 471 BROOKSIDE	144.47 Vendor Total: \$144.47	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77836	
SHELL FLEET PLUS					
CLOSING DATE 5/26/17	38.00 Vendor Total: \$38.00	POLICE - EXPENSE PUB SAFETY FUEL	01200200-43340-	0000000065218331705	10180094
SHERWIN WILLIAMS					
PW LUNCH ROOM	29.68	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	5641-0	28180037
STREET PAINT	88.15	GENERAL SERVICES PW - EXPENSE Materials	01500300-43309-	5857-2	50180029
MINERAL SPIRITS	87.51	GENERAL SERVICES PW - EXPENSE MATERIALS	01500300-43309-	6177-4	50180032
STRIPING PAINT	1,033.68 Vendor Total: \$1,239.02	GENERAL SERVICES PW - EXPENSE MATERIALS	01500300-43309-	6176-6	50180032

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SHI INTERNATIONAL CORP					_
ADOBE CREATIVE CLOUD 1 YEAR RENEWAL	1,302.40	GEN NONDEPT - EXPENSE GEN GOV IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	B06579281	10180058
ADOBE CREATIVE CLOUD 1 YEAR RENEWAL	4,620.00	GS ADMIN - EXPENSE GEN GOV IT EQUIPMENT & SUPPLIES	01100100-43333-	B06579281	10180058
ADOBE CREATIVE CLOUD 1 YEAR RENEWAL 162.80		SEWER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07800400-43333-	B06579281	10180058
ADOBE CREATIVE CLOUD 1 YEAR RENEWAL	162.80 Vendor Total: \$6,248.00	WATER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07700400-43333-	B06579281	10180058
SKYLOGIX					
MAY 17-APR 18 ANNUAL AGREEMENT	300.00 Vendor Total: \$300.00	RECREATION - EXPENSE GEN GOV PROFESSIONAL SERVICES	01101100-42234-	SB17420	10180081
STAPLES ADVANTAGE					
FILE JACKETS/PADS/PENS	35.81	GS ADMIN - EXPENSE GEN GOV OFFICE SUPPLIES	01100100-43308-	3341882573	10180014
MARKERS/FOLDERS/CLIPS/FRAME	55.56	GS ADMIN - EXPENSE GEN GOV OFFICE SUPPLIES	01100100-43308-	3341882574	10180014
HR FRAMES	388.47	GS ADMIN - EXPENSE GEN GOV OFFICE SUPPLIES	01100100-43308-	3341882572	10180014
CLEANER/DEGREASER/BLEACH	85.20	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	3341395194	28180016
SOAP/BLEACH	155.56	BUILDING MAINT. BALANCE SHEET INVENTORY BUILDING MAINT. BALANCE SHEET	28-14220-	3340554390	28180016
CLEANER/SOAP	197.96	INVENTORY BUILDING MAINT. BALANCE SHEET	28-14220-	3340554391	28180016
MEMBERSHIP FEE	299.00	INVENTORY	28-14220-	3340554388	28180016
HAND SOAP	397.17 Vendor Total: \$1,614.73	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	3342267068	28180016
STREICHERS					
BURZYNSKI	30.99	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	11264397	20180003
STACHURA	47.49	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	I1264215	20180003
DOLES	77.98 Vendor Total: \$156.46	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	11264278	20180003
THOMAS BARTON RUCKER		RECREATION - EXPENSE GEN GOV			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SUMMER CONCERT 6/29/17	850.00 Vendor Total: \$850.00	RECREATION PROGRAMS	01101100-47701-	6/29/17 CONCERT	10180087
TITAN SUPPLY					
TOWELS/TISSUE	398.30 Vendor Total: \$398.30	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	23295	28180020
TOM PECK FORD OF HUNTLEY INC					
SPARK PLUGS	98.00 Vendor Total: \$98.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	24286	29180021
TRI-R SYSTEMS INC					
MIXER & ATS WORK	420.00 Vendor Total: \$420.00	SEWER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07800400-44412-	004452	70180052
UNIFORM DEN EAST					
BUCCI A	134.49 Vendor Total: \$134.49	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	51055	20180004
US BANK EQUIPMENT FINANCE					
RICOH MP6004SPF COPIER 6/21/17	250.08	GS ADMIN - EXPENSE GEN GOV LEASES - NON CAPITAL	01100100-42272-	331600163	10180041
RICOH MP6004SPF COPIER 6/21/17	44.98 Vendor Total: \$295.06	INTEREST EXPENSE - GEN GOV Interest expense	01100600-47790-	331600163	10180041
WATER PRODUCTS CO AURORA					
PVC PIPE	126.00	GENERAL SERVICES PW - EXPENSE MAINT - STORM SEWER	01500300-44431-	0273293	50180039
B-BOX	144.00	WATER OPER - EXPENSE W&S BUSI MAINT - DISTRIBUTION SYSTEM	07700400-44415-	0273114	70180060
B-BOX	222.00 Vendor Total: \$492.00	WATER OPER - EXPENSE W&S BUSI MAINT - DISTRIBUTION SYSTEM	07700400-44415-	0273259	70180060
WAYNE KUSY					
SHIP TRANSPORT	118.70 Vendor Total: \$118.70	CDD - EXPENSE GEN GOV Public art	01300100-43362-	UHAUL RENTAL	30180009
WEBER JOAN					
UB 3023345 1156 SAINT ANDREWS	10.00 Vendor Total: \$10.00	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	77837	

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
WELCH BROS INC					
PVC	73.56 Vendor Total: \$73.56	GENERAL SERVICES PW - EXPENSE MAINT - STORM SEWER	01500300-44431-	1591217	50180038
ZIEGLERS ACE HARDWARE					
KEY CORBIN	5.18	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	031372	28180038
FASTENERS	11.44	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	031347	28180038
	Vendor Total: \$16.62				

REPORT TOTAL: \$148,938.50

Village of Algonquin

List of BIIIs 6/20/2017

FUND RECAP:

DESCRIPTION	DISBURSEMENTS
GENERAL	60,629.03
CEMETERY	1,550.00
MFT	2,415.80
STREET IMPROVEMENT	4,463.50
SWIMMING POOL	1,577.03
PARK IMPROVEMENT	2,500.00
WATER & SEWER	37,453.22
DEVELOPMENT FUND	7,209.00
BUILDING MAINT. SERVICE	12,017.28
VEHICLE MAINT. SERVICE	19,123.64
	148,938.50
	GENERAL CEMETERY MFT STREET IMPROVEMENT SWIMMING POOL PARK IMPROVEMENT WATER & SEWER DEVELOPMENT FUND BUILDING MAINT. SERVICE

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE:	APPROVED BY:



VILLAGE OF ALGONQUIN - MEMORANDUM-

DATE: June 7, 2017

TO: President and Board of Trustees

FROM: Tim Schloneger, Village Manager

SUBJECT: Necessary Approvals for Founders' Days Activities 2017

Based on the latest schedule of events for the 2017 Founders' Days activities (see attached), the following permits and/or fee waivers will be necessary for approval by the Village Board. The attached overview park map is tentative and may have future changes.

- 1. Permit Towne Park to remain open during hours as approved (July 27, 28, 29, 30).
- 2. Permit the carnival, entertainment which includes concerts and musical performances with amplified music, and selling of foods and goods in Towne Park and Riverfront Park pursuant to the Schedule of Events (July 27, 28, 29, 30).
- 3. Permit vehicles in Towne Park subject to Village Staff and Founders' Days President approval (July 27, 28, 29, 30).
- 4. Permit dogs, cats and other domestic pets in Towne Park from one hour before to one hour after the Dog and Cat Show (July 28) and adoptable pets from local shelter in Towne Park (July 27, 28, 29, 30).
- 5. Permit sidewalk sales in the downtown area (July 27, 28, 29, 30), and outside selling of goods on public property by only those vendors approved by the Founders' Days Committee (July 27, 28, 29, 30).
- 6. Permit bicycles in Towne Park from one hour before to one hour after the Bike Decorating Contest on July 27.
- 7. Permit the closure of certain public streets for the Founders' parade on July 29 and a car show on S. Main Street July 30.
- 8. Permit the posting of certain posters and signs designating events, sponsors, routes, or directions related to Founders' Days activities subject to the approval of the Police Chief and the Founders' Days President.
- 9. Permit firework aerial display at dusk on July 30 with approved applications and insurance filed with the Police Chief.
- 10. Permit the Founders' Run(s) be held on certain streets in the Village on July 30 from 8:00 a.m. to 9:30 a.m. as approved by Police Chief and Public Works.
- 11. Permit food vendor trucks to park on the public street area of N. Harrison St. on July 30 during the firework event.
- 12. Allow for temporary tents to be installed upon Village-owned vacant property at the southeast corner of W. Algonquin Road and S. Main Street. (No vehicles will be permitted to be parked within the grass lot(s)).
- 12. Waive the public event license permit fee along with the electrical permit fee and temporary sign permit fee(s).
- 13. Permit the use of public streets for the use of a horse drawn trolley on July 27, July 28 and July 29. (Washington Street to S. Harrison Street)

NOTES: The Special Event Liquor License is subject to the appropriate fees, terms and approval of the Liquor Commissioner. A separate raffle license shall be obtained.

2017

Thursday, July 27th

4:00pm to 6:00pm Carnival for Special Kids

4:00pm to 6:30pm Cardboard Boat Regatta-Riverfront Park

4:30pm to 9:30pm Social Garden Open 5:00pm to 10:00pm Taste of Founders' 5:00pm to 9:00pm Animal Rescues

5:00pm to 9:30pm Designated Driver Program

5:30pm to 10:00pm Carnival for ALL (Wristbands \$25) 6:00pm MAIN STAGE-Bike Decorating Contest

6:00pm BIG TENT-Trivia by Adam

7:00pm to 7:30pm Opening Ceremonies

7:30pm to 9:00pm MAIN STAGE -- PIRATES OVER 40

9:30pm Raffle Pull

10:00pm Towne Park Closes

Friday, July 28th

9:00am to 3:00pm Business Expo/Market & Bazaar/Trash & Treasure

9:00am to 9:30pm Animal Rescues

9:00am to 10:00am Dog & Cat Show Registration

10:00am to 12:00pm Dog & Cat Show 10:00am to 3:00pm Children's Games

10:00am to 3:00pm Moonwalk

11:00am to 11:00pm Taste of Founders'
11:00am Bake Off – Registration
12:00pm Bake Off – Judging
12:00pm to 10:30pm Social Garden Open

5:00pm to 10:00pm Designated Driver Program

5:00pm to 6:30pm MAIN STAGE – Algonquin's Got Talent

5:30pm to 10:30pm Carnival (Regular Prices)

7:00pm to 8:30pm MAIN STAGE –Libido Funk Circus
7:00 pm to ? Bags Tournament-Single Elimination
9:00pm to 10:30pm MAIN STAGE – Boy Band Review

10:00pm Raffle Pull

11:00pm Towne Park Closes

Saturday, July 29th

11:00am to 2:00pm "Founders' Sports Spectacular" Parade

1:00pm to 11:00pm Taste of Founders' 1:00pm to 9:45pm Animal Rescues

1:00pm to 6:00pm Carnival (Wristbands \$25) 1:00pm to 10:30pm Social Garden Open 2:00pm to 10:30pm Designated Driver Program

2:30pm Bags Tournament Double Elimination

3:30pm Parade Award Announcements

4:00pm to 5:00pm MAIN STAGE – Teeze

5:30pm to 6:30pm MAIN STAGE – My Metal Heart

6:00pm to 10:30pm Carnival (Regular Prices)
7:00pm to 8:30pm MAIN STAGE — Hi Infidelity
9:00pm to 10:30pm MAIN STAGE — Lynch Mob

10:00pm Raffle Pull

11:00pm Towne Park Closes

Sunday, July 30th

8:00am-Noon Boy Scout Troop 151 Pancake Breakfast

8:00am-5:30pm Animal Rescues

7:00am Founders' Run Check-In

Algonquin Middle School-AMS

8:00am Founders' Run 1 mile-AMS

8:00am-Noon Kids Korner

8:30am Founders' Run 5/10K, 5K Walk-AMS

9:00am-11:00am MAIN STAGE-Dance Studios 11:00am Ice Cream Eating Contest

Presented by Colonial Café

11:00am to 6:00pm Taste of Founders'

Noon BBQ Cook-off

Noon to 1:30pm MAIN STAGE – Jonathan Devin & New Country

Noon to 5:30pm Social Garden Open

Noon to 5:30pm Designated Driver's Program

Noon to 8:00pm Carnival (Wristbands \$25)

1:00 pm to 8:00pm Main St. Closed from Alg. Rd. to Washington St.

1:30pm Family Olympics

Presented by Lifeline Christian Church

2:00pm to 3:30pm MAIN STAGE – Jimmy Nick & Don't Tell Mama

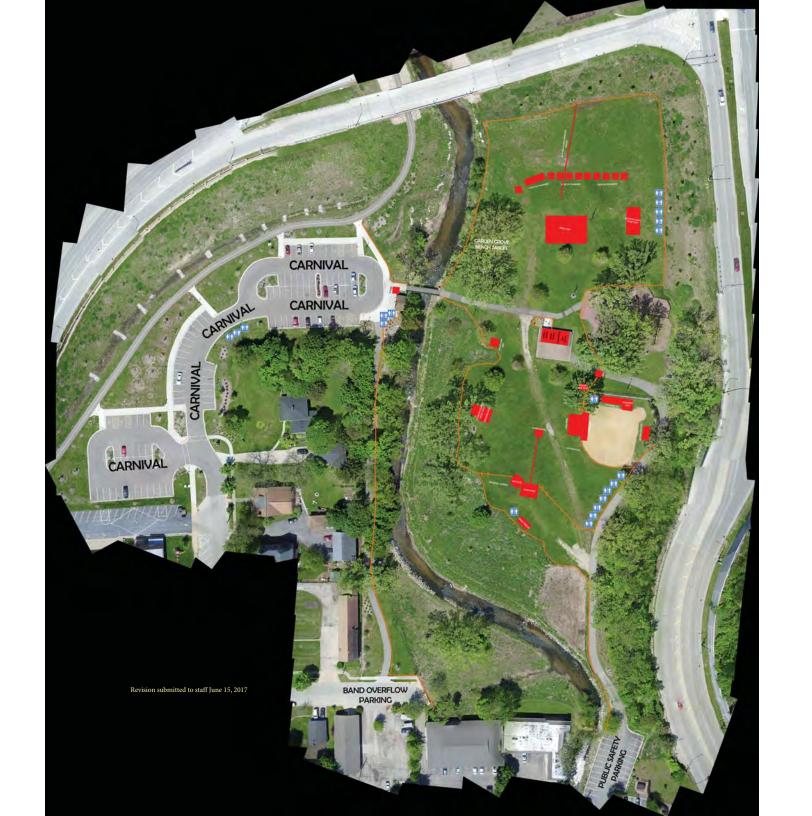
3:00pm to 7:00pm Car Show – Main Street

4:00pm to 5:30pm MAIN STAGE – Rockstar Rodeo
5:00pm BBQ Cook-off Results Announced

6:00pm Towne Park Closes

9:00pm Raffle Pull-River Front Park

9:00pm Fireworks Spectacular-Riverfront Park



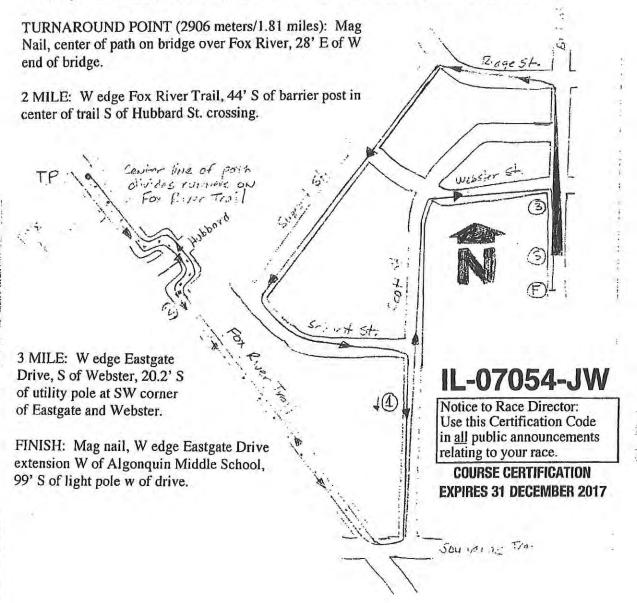
Algonquin, Illinois

Measured by Jay Wight-Hoffman Estates, Illinois- 14 June 2007

Map Not To Scale

START: Mag Nail, W edge, Eastgate Drive extension behind Algonquin Middle School, even with light pole W of drive just N of gate.

1 MILE: W edge Scott Ave., across from driveway to 719, 33' NW of center of "Sanitary Sewer" manhole cover in center of street south of driveways to 719 and 720.



10K

Algonquin, Illinois

Measured by Jay Wight-Hoffman Estates, Illinois 14 and 21 June 2007

Map Not To Scale

START: Mag Nail, W edge, Eastgate Drive extension behind Algonquin Middle School, even with light pole W of drive just N of gate.

1 MILE: Wedge Scott Ave., across from driveway to 719, 33' NW of center of "Sanitary Sewer" manhole cover in center of street south of driveways to 719 and 720.

2 MILE: Wedge Fox River Trail, approximately 1345' N of center post N of Bolz Road crossing.

3 MILE: Wedge Fox River Trail, north of apparently abandoned park road, approximately 597' N of "mile 2" sign on west side of path.

5 KILOMETER: W edge Fox River Trail, south of apparently abandoned park road, 33' N of "mile 2" sign on west side of path.

TURNAROUND POINT (5408 meters/ 3.36 miles): Mag Nail, center of Fox River Trail, approximately 218' N of N edge of bridge N of trail crossing at 18N001.

4 MILE: E edge Fox River Trail, 25' N of bollard along guard rail by gravel parking area off road to east.

5 MILE: E edge Fox River Trail, 7.5' N of N edge of asphalt of access path between 1610 and 1630 Riverwood Drive.

6 MILE: S edge Webster, in front of 614, across from driveway to 615 and 41' NE of fire hydrant just W of driveway to 615.

FINISH: Mag nail, W edge Eastgate Drive extension W of Algonquin Middle School, 99' S of light pole w of drive.

Notice to Race Director: Use this Certification Code in all public announcements relating to your race.

COURSE CERTIFICATION EXPIRES 31 DECEMBER 2017



Revised 6/15 Serving hours to be consistent with Social Garden Hours

APPLICATION FOR "EVENT" LIQUOR PERMIT

TO: The Liquor Commissioner of the Village of Algonquin, Illinois (PLEASE TYPE OR PRINT ALLINFORMATION)

The undersigned applicant, being duly sworn on oath, makes application for a Liquor Permit in the Village of Algonquin, as follows:

 (1) ClassLicensee in the Village; License No		address of the applicant is: P.O. Box 101, Algonquin, IL. 60102
A. The applicant is presently: (Complete all applicable parts) (1) ClassLicensee in the Village; License No (2) Nonprofit organization, registered with the State of Illinois YES (3) Other type of organization: Please specify (i.e., Fraternal, Educational, Civic, Political, Religious) (4) Provide Illinois Department of Revenue Tax Exempt Number and/or I Business Tax Number assigned to your organization	The	name and address of officer or agent for the applicant is:
 (1) ClassLicensee in the Village; License No	_Dai	niel R. Barton, 5 Bedford Court, Algonquin, IL 60102
 (2) Nonprofit organization, registered with the State of Illinois YES (3) Other type of organization: Please specify (i.e., Fraternal, Educational, Civic, Political, Religious) (4) Provide Illinois Department of Revenue Tax Exempt Number and/or I Business Tax Number assigned to your organization 36-2898744 B. The description and location of premises or place of business which is to be operated under the proposed permit: Algonquin Founders' Days Festival, Towne Park, Algonquin Social Garden Area- See Attached Map C. The date(s) and hours of operation requested under the proposed permit are 	Α.	The applicant is presently: (Complete all applicable parts)
(3) Other type of organization: Please specify (i.e., Fraternal, Educational, Civic, Political, Religious) (4) Provide Illinois Department of Revenue Tax Exempt Number and/or I Business Tax Number assigned to your organization 36-2898744 B. The description and location of premises or place of business which is to be operated under the proposed permit: Algonquin Founders' Days Festival, Towne Park, Algonquin Social Garden Area- See Attached Map C. The date(s) and hours of operation requested under the proposed permit are		(1) ClassLicensee in the Village; License No
(i.e., Fraternal, Educational, Civic, Political, Religious) (4) Provide Illinois Department of Revenue Tax Exempt Number and/or I Business Tax Number assigned to your organization		
(4) Provide Illinois Department of Revenue Tax Exempt Number and/or I Business Tax Number assigned to your organization		
B. The description and location of premises or place of business which is to be operated under the proposed permit: Algonquin Founders' Days Festival, Towne Park, Algonquin Social Garden Area- See Attached Map C. The date(s) and hours of operation requested under the proposed permit are		(4) Provide Illinois Department of Revenue Tax Exempt Number and/or II
operated under the proposed permit:		
Algonquin Founders' Days Festival, Towne Park, Algonquin Social Garden Area- See Attached Map C. The date(s) and hours of operation requested under the proposed permit are	В.	
Social Garden Area- See Attached Map C. The date(s) and hours of operation requested under the proposed permit are		Algonquin Founders' Days Festival, Towne Park, Algonquin
	C.	The date(s) and hours of operation requested under the proposed permit are
7/29/17 2:00 p.m. to 10:30 p.m.		7/28/17 5:00 p.m. to 10:30 p.m.

The number of days shall not exceed what is presently allowed by ordinance.

5. BASSET Training Required: Successful completion of a BASSET program, or other similar program as approved by the Chief of Police, is require for at least one person coordinating and responsible for the responsible sale of alcoholic liquor during the event. Such person

		point of liquor sales at all times for the duration of the event. ASSETT Certificate: <u>Daniel R. Barton</u>
Photoc applica	•	ate of completion of a BASSET program shall be included with the
6.	The applicant hereby in force and effect ins	files <u>Certificates of Insurance</u> , certifying that the applicant has urance as follows:
		Liability Insurance of not less than \$1,000,000.00 per occurrence 2,000,000.00 annual aggregate and;
		ral Liability Insurance in an amount not less than 0,000.00 per occurrence and \$2,000,000.00 annual gate.
	The Insurance Certi	icates must name the Village of Algonquin as Additional Insured.
	"Host Insurance" sh	all not satisfy the requester defined above.
7.		ith submits the appropriate permit fee, in the amount of:, as set forth in the Liquor Control and Liquor Licensing age of Algonquin.
	The applicant agree Laws of the State of	s to comply with all ordinances of the Village of Algonquin and the Illinois.
		Applicant: <u>Algonquin Founders' Days Festival Committ</u> ee, Inc
		Signed By:
		Officer or Agent: <u>Daniel R. Barton, President Founders' Committ</u> ee
		Daytime Phone: <u>847-366-6262</u>
		Extension: N/A
Subso	cribed and Sworn to befo	re me this
Му С	ommission expires	December 2, 2019.
SEAL	_ KATH i Notary Pi	ICIAL SEAL" EEN STEMPLE blic - State of Illinois Expires December 02, 2019

Card is not transferrable

EDUCATION AND TRAINING [BASSET] CARD

Date of Certification: 4/28/2016 Expires: 4/28/2019

Trainer's IL Liquor License Number: 5A-0110606

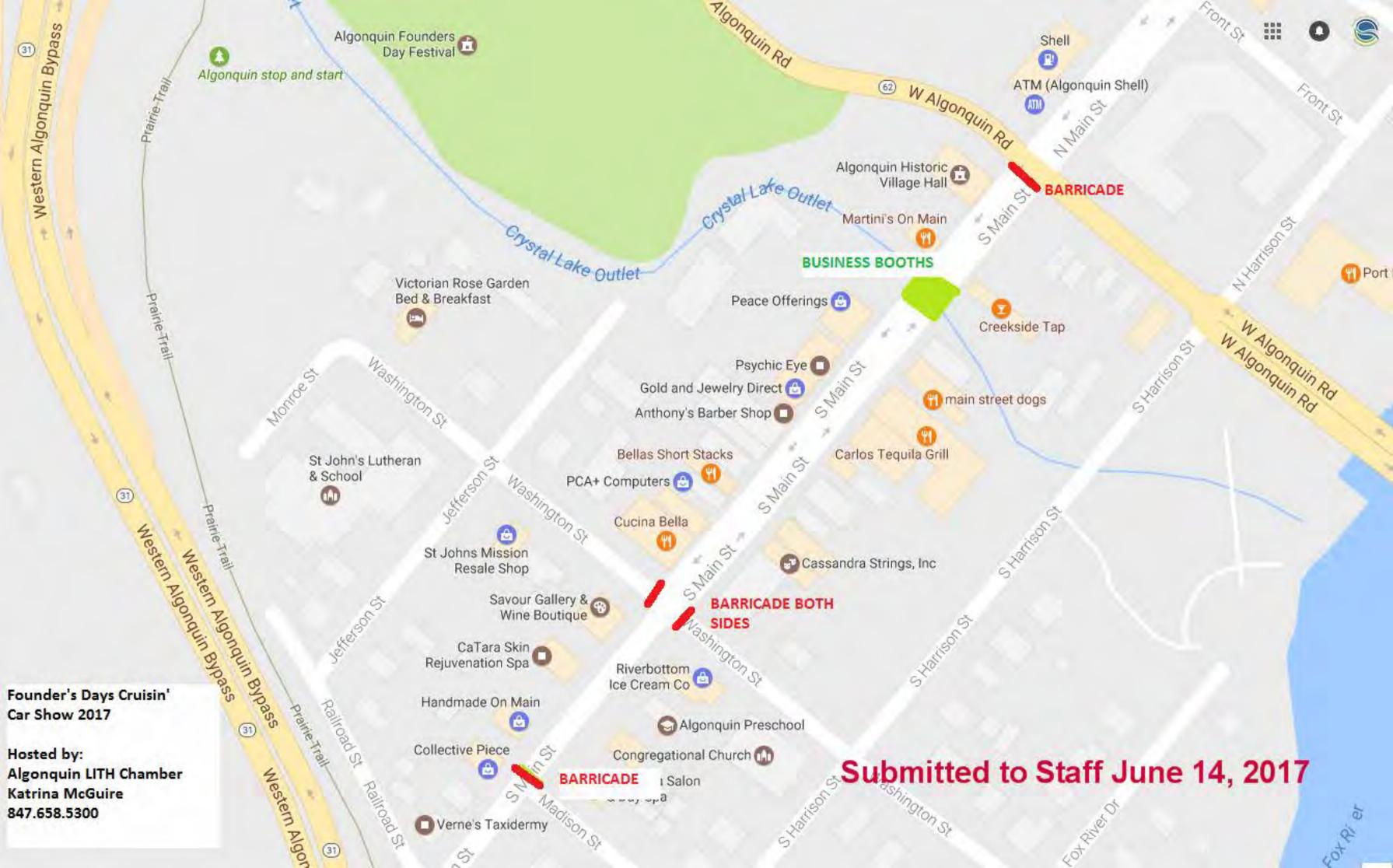
5 BEDFORD CT. DAN BARTON

ALGONQUIN IL 60102

100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601 BEVERAGE ALCOHOL SELLERS AND SERVERS

ILLINOIS LIQUOR CONTROL COMMISSION

P-000243





VILLAGE OF ALGONQUIN SCHEDULE OF MEETINGS

June 19, 2017

THE FOLLOWING MEETINGS ARE SCHDULED TO BE HELD A THE WILLIAM J. GANEK MUNICIPAL CENTER (GMC), 2200 HARNISH DRIVE, ALGONQUIN, ILLINOIS, EXCEPT AS OTHERWISE POSTED. FULL AGENDAS FOR MEETINGS WILL BE POSTED, AS REQUIRED BY LAW, NOT LESS THAN FOURTY-EIGHT HOURS PRIOR TO THE SCHEDULED MEETING.

(NOTE: HISTORIC VILLAGE HALL (HVH) IS LOCATED AT 2 SOUTH MAIN STREET, ALGONQUIN, ILLINOIS.)

June 20, 2017	Tuesday	7:30 PM	Village Board Meeting	GMC
June 24, 2017	Saturday	8:30 AM	Historic Commission Workshop	HVH
June 27, 2017	Tuesday	7:30 PM	Committee of the Whole Meeting	GMC
July 4, 2017	Tuesday	7:30 PM	Village Board Meeting - Cancelled	GMC
July 10, 2017	Tuesday	7:30 PM	Planning & Zoning Commission Meeting & Hearing	GMC
July 11, 2017	Tuesday	7:20 PM	Village Board Meeting – Special Meeting	GMC
July 11, 2017	Tuesday	7:30 PM	Committee of the Whole Meeting	GMC
July 12, 2017	Wednesday	7:00 PM	Historic Commission Meeting	HVH
July 15, 2017	Saturday	8:30 AM	Historic Commission Workshop	HVH
July 18, 2017	Tuesday	7:30PM	Village Board Meeting	GMC

ALL MEETINGS AND/OR TIMES ARE SUBJECT TO CHANGE OR CANCELLATION.

ALL CHANGES AND/OR CANCELLATIONS WILL BE POSTED AT THE GANEK MUNICIPAL CENTER.