PUBLIC NOTICE

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

THE REGULAR COUNCIL MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, MARCH 27, 2017 AT 6:30 P.M.

IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING

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

1. **CALL TO ORDER**

2. **ROLL CALL FOR QUORUM**

3. **PLEDGE OF ALLEGIANCE –** Led by Building and Development Director Peterson

4. **INVOCATION –** Led by Assistant to the City Administrator Falcone

5. **APPROVAL OF MINUTES**

   A. February 25, 2017 Budget Workshop Meeting Minutes

   B. March 13, 2017 Regular Workshop Meeting Minutes

6. **PRESENTATION**

7. **APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**

   A. Oath of Office for Police Officer Mitchell Webber

8. **CITIZEN CONCERNS AND COMMENTS (agenda matters)**

9. **STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**

   A. Hero Banner Drawing by Mayor and City Council

This meeting will be recorded and televised on the following Prospect Heights cable channels: Comcast and WOW Channel 17 and AT&T U-verse Channel 99

B. Presentation of Annual Budget for Chicago Executive Airport

C. Report from Chief Steffen RE: Department Analysis and Recommendation For Administrative Adjudication Process

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

11. **OLD BUSINESS**

A. O-17-02 An Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes (***1st Reading***)

12. **NEW BUSINESS**

A. R-17-02 A Resolution Approving the FY2018 Budget for Chicago Executive Airport

B. Requested Waiver of 1st Read O-17-03 An Ordinance Eliminating the Number of Class A-4 Liquor Licenses - Reduction for Yugo Grill (***1st Reading***)

C. O-17-03 An Ordinance Eliminating the Number of Class A-4 Liquor Licenses - Reduction for Yugo Grill (***2nd Reading***)

D. O-17-04 An Ordinance Amending Title 1 of City Code and Adopting the Pay Plan (Compensation of Officers, Employee Salaries and Pay Plan) (***1st Reading***)

13. **DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING, ITEMS LISTED PREVIOUSLY:**

A. Review of City Liquor Code

14. **APPROVAL OF WARRANTS**

A. Approval of Expenditures

General Fund	$67,341.97
MFT Fund	$0.00
Palatine/Milwaukee TIF	$201.00
Tourism District	$105.76
Development Fund	$0.00

This meeting will be recorded and televised on the following Prospect Heights cable channels: Comcast and WOW Channel 17 and AT&T U-verse Channel 99

DEA Fund	$0.00
Solid Waste Fund	$0.00
SS Area #1	$0.00
SS Area #2	$0.00
SS Area #3	$0.00
SS Area #4	$0.00
SS Area #5	$87.29
SS Area #8 – Levee Wall #37	$216.99
SS Area-Constr #6 (Water Main)	$0.00
SS Area- Debt #6	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$18,459.41
Parking Fund	$369.15
Sanitary Sewer Fund	$2,426.30
Road/Building Bond Escrow	$0.00
Police Pension	$0.00
TOTAL	**$89,207.87**
Wire Payments	
3/17/2017 PAYROLL POSTING	**$131,954.87**
3/22/2017 Police Pension Payment	**$45,363.24**
TOTAL WARRANT	**$266,525.98**

15. **RESIDENT COMMENTS** (Non-agenda matters)

16. **EXECUTIVE SESSION**

17. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

This meeting will be recorded and televised on the following Prospect Heights cable channels: Comcast and WOW Channel 17 and AT&T U-verse Channel 99

18. ADJOURNMENT

Posted: by Karen Schultheis by 5PM, March 22, 2017

This meeting will be recorded and televised on the following Prospect Heights cable channels: Comcast and WOW Channel 17 and AT&T U-verse Channel 99

Prospect Heights is Honoring Our Heroes

Do you know someone special who has served in our military? Show them how much they mean to you and honor their service to this great country with a personalized banner!

The Prospect Heights Honoring Our Heroes Banner Program allows residents to purchase a personalized Hero Banner honoring the military service of our bravest citizens.

Hero banners are $235.00 each. They are printed on durable canvas and are a massive 8 feet tall by 2.5 feet wide!

To further honor our veterans, all banner applications submitted before March 24th, 2017 will be entered into a lottery for a chance to get their banner for **FREE**! These banners will be displayed along the Milwaukee Avenue Tourism District from Memorial Day to Labor Day. When the street banners are removed, they will be given to the sponsor as a keepsake for their service member. Purchase of a banner does not guarantee it will be displayed.

The drawing will be held during the March 27th City Council Meeting and 15 banner applications will be picked at random.

Honoring Our Heroes banner applications are available at City Hall and at http://www.prospect-heights.il.us/formcenter.

Show the greatest among us how appreciative we are for their service by sponsoring an Honoring Our Heroes banner today.

For more information go to www.prospect-heights.org or call City Hall at 847-398-6070.

Chicago Executive Airport
1020 South Plant Road
Wheeling, Illinois 60090
847.537.2580 Phone
847.537.8183 Facsimile
www.chiexec.com

9B

Memo

Date: March 17, 2017

To: City of Prospect Heights and Village of Wheeling Officials

From: Scott L. Campbell, Chief Financial Officer

Subject: Chicago Executive Airport FY2018 Budget - Proposed

In addition to the proposed FY18 Budget, I wanted to include some summary highlights;

- **Revenues:** FY18 total budgeted revenues are $4,217,374, which is a $212,211 (5.30%) increase from FY17.

- **Operating Expenses:** No funds in the budget for an Assistant Director this year. Total budgeted operating expenses for the combined departments are up approximately $51,000 from FY17.

- **Reserve Funds:** The Sewer Fund, Capital Equipment Replacement Fund (CERF), and the Building & Improvements Fund will continue in FY18. All Sewer revenues will go directly to the Sewer Fund. $250,000 is budgeted to be transferred into the CERF Fund. $250,000 is budgeted to be transferred into the Building and Improvements Reserve fund.

- **Capital Projects:** The internally funded Capital projects include Administration Building & Customs Facility design and future buildout. This category also includes funds to be used for the various Capital projects the Airport is evaluating.

- **Capital "A" Projects:** The total cost of all the projects is estimated at $7,244,805 with the Airport's local share expected to be $619,865 with offsetting grant revenue of $1,225,000. $250,000 in funds for Phase 2 of the Master Plan are included in the Capital "A" project list.

- **Unrestricted Net Assets Available:** The Airport Business Plan requires that the Airport maintain an unrestricted net asset balance equal to 3 months (25%) of the current year's budgeted operating expenses, which would be $762,447 ($3,049,790 x 25%). The Airport's estimated running balance at April 30, 2018 of $1,361,601 will be sufficient to cover this requirement.

FY 2018

Annual Budget - Proposed

Fiscal Year Ending

April 30, 2018

An Intergovernmental Cooperative of
The City of Prospect Heights, Illinois and
The Village of Wheeling, Illinois

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Chicago Executive Airport Budget

Fiscal Year Ending

April 30, 2018

Proposed

Approved by the Chicago Executive Airport Board - March 15, 2017

An Intergovernmental Cooperative of
The City of Prospect Heights, Illinois and
The Village of Wheeling, Illinois

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Budget Document

The Airport has one enterprise fund, the Joint Airport Fund. The budget basis for this fund is the accrual basis of accounting whereby revenues are recorded in the period in which they are earned and expenditures are recorded in the period in which they are incurred. This basis is the same as our financial statement reporting except for: depreciation and amortization are not included in the budget, and capital outlays and the receipt of long-term debt proceeds are not included in operations within the financial statements. While the Sewer Reserve, the Capital Equipment Reserve and, most recently, the Building Reserve sub-funds are presented in the budget as separate funds, they are combined into the Joint Airport Fund for financial reporting purposes, and the reserve balance information is notated in the footnotes.

The budget is prepared considering historic costs as well as anticipated costs for the coming fiscal year. The budget is developed using a line-item form for each category that details and describes each income and expense item. During the course of the fiscal year, any expense category overages are covered by either contingency amounts or budget surplus amounts in other categories. The Airport Board of Directors and the two municipalities would need to approve any budget adjustment necessary to cover a department or capital budget section that exceeds the approved budget.

The budget document is divided into six components, **Budget Overview, Revenue Budget, Operating Budget, Non-Operating Budget, Capital Budget,** and **Supplemental Information**. The Operating Budget is divided into six sub parts: Revenues, Finance & Administration Expenses, Operations & Maintenance Expenses, Interest Income, Other Expense, and Debt Service. This division was done so that the Airport can more accurately determine the cost of services in the future.

Executive Review

Operating income is operating revenues less operating expenses. It does not include the purchase of capital items or the expense of depreciation and amortization. Operating income is budgeted to increase in FY18 by $160,898. Most of this increase is due to increasing revenues with the rest being a result of expense reductions. Revenues and expenses are detailed below.

Revenues: FY18 total budgeted revenues are $4,217,374 which is a $212,211 (5.3%) increase from FY17. The CPI increase of 1.86% was instituted for almost all fees.

Expenses: The operating budget is comprised of two departments, Finance & Administration (F&A) and Operations & Maintenance (O&M). Total budgeted operating expenses for the combined departments are expected to increase slightly, $51,313 (1.71%) over FY17.

Interest Income: The budget shows a large increase in interest income from $3,580 to $5,350, an increase of $1,770. This is reflective of the large deposit we received relating to a hangar lease extension in late FY16. Without this deposit this category would remain flat as the market continues to reflect the low rates of return on investments in the flat rate environment.

Debt Service: Budgeted debt service expense is expected to decrease by $8,304, from $437,224 to $428,920, mainly due to the principle reduction from entitlement funds of $148,500 and the declining loan/note balances as the principal is paid down each month. No new debt is planned.

Reserves: As in previous years and continuing in the FY18 budget; the sewer revenues generated on the field will go directly into the Sewer Reserve sub-fund. This began in FY14. Last year, a sewer pipe was replaced and all necessary funds came from this fund. This year's transfer to our Capital Equipment Reserve Fund (CERF) is $250,000. This amount is the same as what was transferred in FY17. A new piece of snow removal equipment was purchased in FY17 and, like the sewer fund, all necessary monies were taken from the CERF fun and had no impact on operating expenses. Our third fund, created in FY16, is an additional Reserve Fund for new buildings. $250,000 was transferred into this fund in FY17 and again, the same is budgeted to be transferred to the Building Reserve in FY18.

Capital "A" Projects: The total cost of all the projects is estimated at $7,244,805, of which the Airport's local share expected to be $619,865 with offsetting grant revenue of $1,255,000. Our big project this year is the construction of the Lima 1 Bypass Taxiway. Much of the cost of this project has the State paying the contractor directly so funds do not pass through us. A line item for the purchase of property adjacent to the airport boundary is included in the Capital "A" project list. If a deal is agreed upon, initially, the airport would have to purchase this property outright and seek reimbursement from the FAA. Additional funds for Phase 2 of the Master Plan are included in the Capital "A" project list as well as funds for the continuation of the Part 150 Noise Exposure Map update.

Unrestricted Net Assets Available: The Airport Business Plan requires that the Airport maintain an unrestricted net asset balance equal to 3 months (25%) of the current year's budgeted operating expenses, which would be $762,447 ($3,049,790 x 25%). The Airport's estimated running balance at April 30, 2018 of $1,361,601 will be sufficient to cover this requirement.

Staffing, Compensation & Benefits

There have been no new additions to the staff in FY17 so we are moving into FY18 with the same staff in place. For FY18 there is no provision to add an Assistant Director. We added a new staff position in FY17, the Assistant Operations Coordinator. We may need an Assistant Director at some point in the future but not for FY18. Staff counts therefore, are expected to decrease by 1 from 15.59 FTE's (Full Time Equivalents) in FY17 to 14.59 FTE's in FY18. Personnel compensation has been budgeted using a CPI increase of 1.86%. Provisions have also been included to provide for up to a five percent merit increase for those employees who have not reached the top of their pay grade and whose performance justifies such action.

Employee Benefits consist of health, life and disability insurance, retirement plan, and the Airport's share of FICA and Medicare taxes. Health insurance has been budgeted to include an expected 5.0% increase.

Airport staff will be comprised of one Executive Director, one Chief Financial Officer, one Executive Secretary, one Accountant, one Administrative Assistant, one Operations Coordinator, one Assistant Operations Coordinator, one Lead Maintenance Worker, five Maintenance Technicians, five Seasonal Maintenance Technicians and one Management Intern. All positions are full time with the exception of the seasonal maintenance technicians. The Executive Director reports to the Airport Board of Directors.

Detailed Budget Analysis

Revenues

Revenues are budgeted to increase $212,211 from what was budgeted the previous year. The increase is due to both expense reduction and increases in revenues. An increase in Fuel Flowage Fees for FY18 is expected to add approximately $90,000 to revenue. Long-term leases, T-hangar rentals and most other revenues incurred a CPI increase of 1.86%. The Airport uses figures from the Bureau of Labor Statistics Table (CPI-U) Chicago-Gary-Kenosha, IL-IN-WI, all items 1982-84=100, CUURA207SA0, for its calculations.

Long-term lease revenues comprise 54% of the total revenues generated on the Airport and, like nearly all Airport revenues, receives an annual CPI increase, depending on the language in the lease. The FY18 budget includes a partial year of new tenant revenue for a hangar on the Charlie pad.

Fuel flowage fees comprise 20% of budgeted revenues. Fuel flowage is a per gallon fee calculated on the number of gallons of aviation fuel purchased by the Airport FBOs. Using an average volume over the past several years, fuel flowage revenues are expected to increase this year from $762,000 to $852,000; actual gallons dispersed is expected to remain flat at an estimated 4.75 million gallons. The number of flights flown remains flat, plus newer aircraft are more fuel efficient, reducing overall fuel needs. Additionally, some airport tenants purchase fuel at nearby airports that do not have the tax burden imposed by Cook County. Fuel flowage is quite unpredictable and is budgeted conservatively.

Tiedown and T-hangar fees comprise about 9% of budgeted revenues. All of the 20 southwest and nearly all of the 48 newer northeast T-hangars were rented as of March 1, 2017, with just one vacant. Our budgeted revenues are conservative and assume that one unit in the SW Ts will be vacant for three months and one unit in the NE Ts will be vacant for 12 months. We expect little, if any, increase in the number of tie down tenants, as demand is stagnant.

In FY14, the airport received a One-time Revenue of $350,000 for a payment under a land purchase agreement. Related to this transaction, another pending revenue is an annual Access Fee which is directly offset against monies owed by the Airport on the purchase of a property. The offset is included in Capital Outlay-Other. This offset in FY18 is expected to be $15,513. This amount is adjusted by CPI annually and will continue for nine or ten years. Once the purchase funds are exhausted this will become a revenue item.

Operating Budget

The operating budget is departmentalized by function – Finance & Administration and Operations & Maintenance. Expenses for the combined departments is expected to increase $51,313, or 1.71% compared to FY17.

Finance & Administration Department
FY18 budgeted Finance & Administration expenses are $1,604,871, which is down $40,246, or 2.45%, from FY17.

Personnel: The Personnel section's decrease of $47,673, from FY17's $638,887, is primarily due to the removal of the Assistant Director from the budget. The rest of the salaries include a 1.86% CPI salary adjustment and applicable taxes and benefits. We are estimating a 5.0% increase in health insurance costs, which will change in July.

Services and Supplies: This category is up slightly by $4,627, from $572,630 to $577,257. The main reason cannot be attributed to any one line item. Some are down and others are up. Most other line items remain flat to last year.

Other: This category shows an expense increase of $2,800, from $433,600 in FY17 to $436,400 for FY18. We are expecting an increase of $8,300 due to anticipated increases in NBAA expenses but also are expecting a decrease in Customs expenses of $8,000 to reflect historical averages. As part of an aviation educational initiative, representatives of the Board and Public Officials of our two communities are planning on attending the NBAA National Convention in Las Vegas. Also, we will again exhibit at the convention this year. Representatives of the airport will again be exhibiting and attending the NBAA Dispatcher's conference in Long Beach this year.

Operations and Maintenance Department: Overall, expenses are up by $91,559, or 6.77%, from $1,353,360 in FY17 to $1,444,919 in FY18. The bulk of this increase is in the personnel section.

Personnel: this section's increase of $65,004 to $803,619 reflects the salary and benefits for eight full-time and four seasonal personnel, with a 1.86% CPI salary adjustment and increased applicable taxes and benefits. We are estimating a 5.0% increase in health insurance costs, which will change in July. Several training opportunities have been budgeted for the maintenance staff, some of which will require travel.

Services and Supplies: up to $611,300 from $584,745 for FY18. The EPA has indicated we will need to use a different dry chemical next winter and it is much more expensive. Outdated equipment is being replaced this year. Equipment maintenance is expected to increase as well. We will continue to reduce or shop for the lowest costs where possible.

Non-Operating Budget Items

Interest Income: The budget shows a large increase in interest income from $3,580 to $5,350, an increase of $1,770, This reflects the large deposit we received relating to a hangar lease extension in late FY16. Without this deposit this category would remain flat as the market continues to reflect the low rates of return on investments in the flat rate environment.

Other Expense: Bank Fees should be relatively flat to FY17. Surplus items listed for sale impact this line item.

Debt Service: We expect an interest expense decrease of $10,798, from $118,018 to $107,220. In FY17. Historically we have received entitlement monies of $148,500 and these monies have been applied to the principle balance on the Northeast T Hangar loan. We expect this to happen again in FY18 so the same will be done. The rest of the decline is due to the decreased interest costs on the declining loan/note balances as the principal is paid down each month. No new debt is planned.

Capital Budget

The Capital Budget includes expenses for Capital items (Improvements, Construction and Outlay), and Grant Service ("A" Projects).

There are four categories of Capital expenditures: Capital Improvements, Capital Construction, Capital Outlay, and Grant Service. In all categories, the expected expense must be in excess of $2,000 to be included. With the exception of Grant Service, the capital items are fully-funded internally by the Airport. A Capital Improvement is a cost for an improvement on an already existing asset of the Airport. In contrast, a Capital Outlay is for the purchase of a new asset; except for buildings. Capital Construction is for buildings and major building improvements. Grant Service projects are only partially-funded by the Airport with additional State and Federal funds providing the remainder of the funding. Projects in this category are taken directly from the Transportation Improvement Program (TIPs) submitted annually to the Illinois Department of Transportation, Division of Aeronautics (IDOT), for projects eligible for state and federal grant funding. Illinois is one of 10 states that participate in the State Block Grant Program. Under this program, the State assumes responsibility for administering Airport Improvement Program (AIP) grants at general aviation and "other than primary" airports. Each State is responsible for determining which locations will receive funds for ongoing project administration.

This year's budget includes the following subcategories as follows:

> **Capital Improvements:** Capital Improvements consists of $40,000 for facilities improvements, $20,000 for fence/gate/landscaping projects, and $150,000 for pavement/sewer projects.
>
> **Capital Construction:** $20,000 has been budgeted for Administration Building improvements and $250,000 is earmarked for design of a new Administrations Building and Customs & Border Protection Facility.
>
> **Capital Outlay:** No capital expense is planned for Office equipment. The vehicles sub-section, $16,000, includes purchase of a ramp snow plow blade. Shop Equipment includes; $20,000 for cable locators and 9,000 for a hydraulic hose making machine. Future includes the $15,513 annual offset to a property purchase related to the 94th Aero Squadron sale. An additional $1,300,000 has been allocated to this category. The Airport has several Capital projects in mind but cannot do all of them. This funding will allow the Airport to do those the Board approves.
>
> **Grant Service:** This information has been taken from the 12/12/16 Final Submittal of the Transportation Improvement Program: Airports FFY2018-2022. Some years ago, Congress reduced funding levels for future projects from 95% to 90%. The State of Illinois increased their funding to 5% from 2.5% to make up half of the reduction. This changed the Airport's funding to 5% instead of the previous 2.5%.

We have budgeted $619,865 for the local share of Airport Improvement and State Grants for the “A” Projects. We are uncertain if any of these projects will be funded by the state and federal government, but they are still being budgeted. The construction resulting from these projects will continue to enhance the safety of this already safe Airport.

Continuing in this year’s Grant “A” budget are Estimated FY18 Revenues. Many, but not all, of the projects require the State to pay the Airport and then we, in turn, pay the contractor, whereas, previously the State paid the contractors directly. We will show these payments received as grant revenue. Although the Airport’s final cost should be 5% of the total project cost, some of revenues listed for the projects are short of offsetting 95% of the cost. We cannot be certain that, for each listed project, the revenues will all be received in FY18, so we have reduced our estimated grant revenue budget. Another issue with grant revenue is that the FAA directed the State to implement a 10% funds holdback program as an incentive to encourage timely submittal of project closeout paperwork. The holdback funds are supposed to be released upon finalization of the project, which will delay receipt of the Airport’s reimbursement funds, and most likely will not be in FY18.

The “B” projects are listed in the budget for informational purposes only and are not included in the expense numbers. It is highly unlikely that any of them will be funded.

“C” category projects are those projects which have already been paid for by the Airport and we are hoping to receive reimbursement from the FAA and State of Illinois. At this time, we have no “C” category projects. If we had, there would be little likelihood of these funds being received in FY18, so they would not be included in the budget numbers.

Other: In the FY17 Budget, a Grant-GA Entitlement was not listed as expected revenue. Grant-GA Entitlement amounts are available only if the FAA budget reaches a certain level. For FY18, it is uncertain whether or not these funds will be received so they are not included in the budget. All GA Entitlement Funds received will be used to pay down the NE T-hangar note principal, so there is no effect on the budget.

Reserve Funds

Sewer Reserve Sub-Fund

A Sewer Reserve sub-fund was established by the Airport Board in FY12 to allow for the future repair and maintenance of both the sanitary sewer and storm water systems without the issuance of debt. To reduce future costs, the sanitary sewer line was extended during the construction of Hangar 42 in 2012, in anticipation of the eventual construction of Hangar 43 in the same area. There are no proposed plans for a Hangar 43 at this time. Beginning in FY14, sewer and storm water related revenues were deposited directly into the Sewer Reserve Sub-Fund. This practice continued in subsequent budget years and will do so into the future. Approximately $30,000 in revenue is expected to be generated from various sewer fees on the airfield in FY18.

$100,000 was budgeted to be used out of this fund in FY17 to replace an aging sanitary sewer line running near the motel on the east side of the Airport. Upon completion of the project, about half of the budgeted amount was spent. No new sewer projects are planned in FY18.

It is expected the balance in the Sewer Reserve Fund at the end of FY18 will be approximately $455,000 after income and expenses.

Capital Equipment Replacement Sub-Fund

The Capital Equipment Replacement Sub-Fund (CERF) was formally established by the Airport Board of Directors in FY13. In order to avoid the issuance of debt, this sub-fund is used to set aside money for capital equipment. As the six major Airport pieces of snow removal equipment age, they are being refurbished to extend their useful life, hopefully by 10 or more years. However, they cannot last indefinitely. The estimated cost of replacing the three older snow brooms is $700,000 each, the snow blower is $400,000, and the two snow plows/sprayer/spreaders are $300,000 each, which totals $3,100,000. The plan is to have sufficient capital equipment reserves in place to cover the future replacement of these vehicles. We purchased a new snow broom in FY17. $700,000 was budgeted to be used from the CERF fund to accomplish this. Actual expense is approximately $600,000. At the close of FY17, the fund will have approximately $429,000. Our normal transfer to the CERF fund is $250,000 and this year’s budget is calling for the same amount.

The Capital Equipment Reserve Fund is expected to have a balance of approximately $682,000 at the end of FY18 after income and expenses.

Building Reserve Sub-Fund

A new Building Reserve fund was established in FY16. This fund operates like our other sub-funds and allows the airport to set aside monies for future improvements. This fund will be for building construction and airport improvements per the Board’s discretion. Normally the transfer to this fund would be $250,000 and this year’s budget is calling for the same amount.

The Building Reserve Fund is expected to have a balance of approximately $622,000 at the end of FY18.

Operating and Reserve Funds Available

The Airport uses a Joint Airport Fund for its operating activities. Revenues are deposited into this fund and operating expenses are drawn from it.

The working capital projected as of April 30, 2017, plus those amounts to be realized during FY18, will fund the budgeted operating and capital outlays, and will provide a minimum balance to allow the Airport to operate. The Airport’s Business Plan requires that the Airport maintain an unrestricted net asset balance equal to 25% of the current year’s budgeted operating expenses, which would be $762,447 ($3,049,790 x 25%), plus the capital improvement, capital outlay & capital construction balances totaling $1,790,585, plus $500,000 in reserve transfers, plus sufficient funds to meet the local share requirements of the Grant Service “A” list approved projects for the year.

The Business Plan also requires that operating expenses not exceed 90% of revenues. With expected revenues to be $4,217,374; total operating expenses of $3,049,790 are 72% of revenues.

Debt Obligations

We expect an interest expense decrease of $10,798 to $107,220, mainly due to the decreased interest costs due to declining outstanding loan/note balances.

In January 2004, the Airport, through its owning communities, entered into a loan arrangement with an area national bank for a loan totaling $1,237,000 for the purpose of constructing two buildings containing 10 small T-hangars each in the SW quadrant of the Airport. Repayment of the loan began in January 2005 with a 20-year period amortization period. The interest rate is variable to be reset every 5 years. Staff efforts allowed us to reprice this loan in May 2015 from 4.74% to 3.65%. The loan interest rate is priced by using the 5-year Treasury rate, adding 3.00% and adjusting the result for our tax-exempt status. Airport revenues generated by the new hangars will cover the required debt service over the period of the loan.

A revenue anticipation note for $4,700,000 was issued in December 2006 by Northbrook Bank for the Village of Wheeling, one of the owning communities, to fund a portion of the purchase price of land designated as a runway safety area (RSA) for the Airport. The note was reduced by $1,500,000 in November 2008 and refinanced in April 2010 for 10 years with a balloon payment upon maturity. The Airport received a grant in April 2011 that was used to pay down $984,426 of the principal, thus reducing interest cost. Staff efforts also effected an interest rate reduction on this note. The interest rate on this note was repriced from 4.17% to 3.25% in May 2015

Also in April 2010, a construction loan from Northbrook Bank of $2,300,000 was negotiated for the construction of six buildings containing 48 T-hangars in the NE quadrant. This note was interest only until June 1, 2011, when payment of both monthly principal and interest was required. The note matures in May 2020 with a balloon payment upon maturity. Through staff efforts, interest rate on this note also repriced from 4.17% to 3.25% in May 2015.

No general obligation bonds of either airport-owning community have been issued for the above borrowings, and no new loans or notes are planned to be issued at this time. The two T-hangar projects generate sufficient revenue to cover the principal and interest costs, plus operating expenses. The RSA note property is vacant land and is being rented for truck trailer storage. This generates approximately $30,000 per year to help offset the approximately $200,000 annual debt service payment. Airport staff are working with the FAA to obtain additional purchase cost reimbursement that would be applied to the outstanding debt.

Chicago Executive Airport
Total Proposed FY18 Budget

	FY17 Est Actual	FY17 Budget	Proposed FY18 Budget	FY17 vs FY18 Budget Change
OPERATING BUDGET:				
Revenues	$ 4,150,443	$ 4,005,163	**$ 4,217,374**	$ 212,211
Expenses:				
Administration Department	(1,351,417)	(1,645,117)	**(1,604,871)**	(40,246)
Operations and Maint Dept	(1,243,952)	(1,353,360)	**(1,444,919)**	91,559
Net Operating Expenses	(2,595,369)	(2,998,477)	**(3,049,790)**	51,313
Operating Income:	1,555,074	1,006,686	**1,167,584**	160,898
Other:				
Other Income	5,149	3,580	**5,350**	1,770
Other Expense	14,329	(4,200)	**(4,200)**	-
Debt Service	(436,950)	(437,224)	**(428,920)**	8,304
Total Other	(417,472)	(437,844)	**(427,770)**	10,074
Revenues less Net Expense	1,137,602	568,842	**739,814**	170,972
Transfers to Reserves-Sewer	-	-	**-**	-
Transfers to Reserves-CERF	(250,000)	(250,000)	**(250,000)**	-
Transfers to Reserves-Building	(250,000)	(250,000)	**(250,000)**	-
Net	637,602	68,842	**239,814**	170,972
CAPITAL BUDGET:				
Capital Improvement	168,942	150,000	**210,000**	60,000
Capital Outlay	82,615	131,400	**45,000**	(86,400)
Capital Construction	38,759	420,000	**220,000**	(200,000)
Capital A Projects (Local Share)	489,616	916,338	**619,865**	(296,473)
Capital Future	17,271	15,188	**1,315,585**	1,300,397
	797,202	1,632,927	**2,410,450**	777,523
Less: Grant Revenue	(983,642)	(1,560,367)	**(1,255,000)**	305,367
Less: Capital Financing	-	-	**-**	-
Net Capital Budget	(186,440)	72,560	**1,155,450**	1,082,890
Funding (from)/to Reserve Funds	824,042	(3,718)	**(915,636)**	(911,918)
NET	0	0	**0**	0

Operating Revenues
FY18 Proposed Budget
Line Item Detail within Category

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
40000.00	**Long Term Leases -**	**$ 2,282,923**	2,260,113	2,289,719	(6,797)

Long term revenue is derived from leases with a term of more than one (1) year. These leases are comprised of hangar, building and ground leases. To the extent possible, lease rents increase annually with the CPI. Following are the leases presently in effect and proposed to be in effect during FY18. We are using a CPI increase of 1.86% for FY2018.
The FY17 ground lease rate is $0.6645. FY18 will be $0.6728.

Property	FY18		Projected	FY17
Hangar #5 & #6	405,460		399,643	399,645
Hangar #8	180,642		179,157	178,051
Hangar #9	339,029		334,159	334,167
Hangar #10	264,273		260,477	260,483
Hangar #11	-	1	-	84,000
Hangar #13-revenue split	4,800		4,722	4,000
Ground Lease - ACCO	7,685	2	7,685	7,685
Ground Lease - Hangar 15	70,681	3	69,390	69,684
Ground Lease - Hangar 16	37,363	3	36,680	36,597
Ground Lease - Hangar 18	45,413		44,472	44,367
Ground Lease - Hangar 19	67,186		66,088	66,018
Ground Lease - Hangar 20	37,733		37,213	37,562
Ground Lease - Fuel Farm	2,901		2,860	2,884
Ground Lease - Hangar 40	122,714		120,707	120,580
Ground Lease - Hangar 41	82,990		81,599	82,534
Ground Lease - Hangar 42	87,196		85,770	85,680
Ground Lease - Motel Parking Lot	3,000	4	2,000	2,000
Ground Lease - SFS Ramp	78,427		77,341	76,926
Ground Lease - SFS Terminal (24)	188,491		187,290	185,882
Ground Lease - Hawthorne FBO	235,233		232,359	230,474
Ground Lease - Hawthorne New Prope	41,205	5	-	-
Ground Lease - Stery Trucking	30,500		30,500	30,500
	2,332,923			2,339,719
Less: Rent Reserve	(50,000)			(50,000)
	2,282,923			2,289,719

1) Old tenant moved out in August 2015. This Hangar is now a Short-Term Rental
2) CPI increase only done every five years. Adjusted for FY16 next adjustment FY21.
3) Leases on Hangars 15 & 16 were sold to the tenant. The leases above are ground leases only.
4) A new lease on this property began in FY16. Ground Lease was abated until January 2017. This will be increased by $1,000 in January 2018.
5) Occupancy is expected to occur in January 2018. Lease income is January through April

Proposed Operating Revenue Budget

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Fuel Flowage Fees	**$ 852,000**	876,409	762,000	90,000
	Fees received from fuel flowage were adjusted in FY17. The estimates are based on the past several years of Fuel Flowage. Fuel Flowage rate is $0.15 for on Airport fueling and $0.30 for off Airport fueling. Fuel flowage is paid when the fuel is put into the FBO fuel tanks, not into the aircraft.				
40460.01	JetA-On Arpt, 4.75MM gal @ $.15	712,500	746,431	615,000	
40460.03	JetA-Off Arpt, 375,000 gal @ $.30	112,500	104,449	120,000	
40460.02	100LL, 180,000 gal @ $.15/gal.	27,000	25,529	27,000	
	T-Hangars -	**$ 398,034**	394,735	$ 390,471	7,563
	Rents are adjusted by the CPI change of 1.86%				
	SW-Bldng 50 rent per month $4,748, bldng 51 = $5,623, possible total $10,371, annual $124,452.				
	NE-40 small, 6 medium, and 2 large units; possible monthly rent of $23,416, annual of $280,992.				
	Subtracting a vacancy rate of 3 months of 1 unit avg for SW ($1,556) and 1 full unit of NE ($5,854).				
40200-01	SW T-hangars	122,896	122,098	120,550	
40200-02	NE T-hangars	275,138	272,637	269,921	
40550.02	**U.S. Customs Service -**	**$ 275,000**	265,524	275,000	-
	U.S. Customs inspection service - this is a break-even service we provide to CEA users.				
40100.00	**Short Term Rental -**	**$ 185,181**	162,877	155,999	29,183
	Hangar #4 & #7 month-to-month rental, adjusted by CPI increases back to the lease start dates.				
	Eclipse	152,145	142,041	140,778	
	SFS	13,836	13,836	15,221	
	Hangar #11	19,200	7,000		
	Hangar #11 was budgeted as a Long-Term Rental in FY2017				
	Tie-Downs -	**$ 32,448**	33,594	30,375	2,073
	Area 2 expected rent for FY18, 25 spots @$104 = $31,200				
	We do not anticipate an increase in the number of tie-down tenants at this time.				
40310.02	Area #2	31,200	32,472	30,375	
40310.03	Area #3	1,248	1,122	-	
	All aircraft occupying Area #3 have been relocated to Area #2				

Proposed Operating Revenue Budget

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Permits/Fees -	**$ 70,298**	68,982	46,865	23,433
	Revenue derived from monthly Commercial Operating Permits (COP), which were subject to the CPI increase of 1.86%. Air taxi is terminal chg $32 per flight, plus monthly COP of $81.				
40470.01	COP 7 @ $81	6,845	6,720	5,759	
40470.01	COP 2 @ $380	9,119	8,832	8,942	
40470.01	COP 25 @ $163	48,893	48,000	26,876	
40470.01	COP 1 @ air taxi (3 months)	2,500	2,544	2,500	
40470.02	SFS - 2 Vehicle @$106, 6 Fuel @$210	1,472	1,444	1,754	
40470.02	Atlantic - 4 Fuel @$210	840	824	416	
40470.02	Hawthorne - 3 Fuel @$210	630	618	618	
40007.00	**Easement Fees**	**$ 28,304**	27,767	28,086	219
	Waste Management-stormwater, drainage & detention easement fee, adjusted for CPI increase.				
40490.01	**Access Fee**	**$ 15,513**	15,279	15,188	325
	Access Fee Agreement is in place, due annually for the term of the agreement. The first $180,000 in payments to be offset against the Airport's purchase of an adjacent property, then due in cash. Subject to annual CPI increase. FY2018 Balance to offset $119,207				
40550.09	**Sign Rental**	**$ 4,152**	4,104	4,104	48
	CPI increase of 1.86**%.**				
	Monument sign rental-SFS @ $346	4,152	4,104	4,104	
	Other -	**$ 70,021**	39,518	$ 3,856	66,165
	Revenue from other miscellaneous sources (parking decals, plan fees, flag sales, etc). The fuel management fee is for the use of the Airport's vehicle fueling station.				
40550.01	Fuel mngmt (CPI + 1.86%) $268 mthly	3,216	3,156	3,156	
40550.04	Other Miscellaneous	3,000	3,629	500	
40550.04	Deferred Revenue - Lease Ext. Agrmt	45,455	15,152	-	
40550.04	Deferred Revenue - SFS 94th Access	17,500	17,500	-	
40550.05	Waiting List Fees (cancellations)	100	-	100	
40550.08	Airfield Access / Parking decals	750	81	100	
40500.00	**Late Charges -**	**$ 3,500**	1,541	3,500	-
	Late charges are generally assessed at 10% per month for all T-hangar and most larger tenant leases.				
	Total Revenues	**$ 4,217,374**	**$ 4,150,443**	**$ 4,005,163**	**212,211**
	% Change from FY17 Budget	**5.30%**			

Administration Department
FY18 Proposed Budget
Line Item Detail within Category

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Personnel Services					
50400.10	**Salaries - Full-time**	**380,000**	365,244	408,000	(28,000)
	Salaries of five full-time existing department personnel				
	FY17 Included a partial year salary for a potential Assistant Director				
50300.05	**Salaries - Part-time**	**19,500**	-	19,500	-
	Salary for one management intern. One employee at $15.00/hr. for 52 weeks @ 25 hours/week.				
50200.05	**Overtime** -	**4,000**	3,083	4,000	-
	Overtime costs as required for non-exempt employees of department.				
	Service Awards/Recognition	**13,850**	11,130	13,850	-
50700.10	Airport Appreciation Functions	9,000	8,013	9,000	
50700.10	Apprection lunches - Staff in-house	300	300	300	
50700.15	Other-flowers, plaques, retirement	1,000	400	1,000	
50700.17	Staff recog ($30 gift cert x 2, 5 emp)	300	250	300	
50700.17	Incentive program	2,500	1,667	2,500	
50700.20	Service Awards	750	500	750	
	Pay for 1 employee with greater than ten (10) years of service at $500 and one employee with greater then five (5) years of service at $250.				
	Payroll taxes -	**37,337**	31,578	39,479	(2,142)
	Payroll taxes as follows:				
50500.05	FICA, 6.20%, Medicare 1.45%	31,116	26,115	33,258	
50500.15	Unemployment, (7.35%)	6,221	5,463	6,221	
	Insurance -	**82,801**	85,431	98,822	(16,021)
	Premiums for employee insurance, provided by the Airport.				
	Wheeling is projecting a 5.0% insurance increase; renewal date is July 1st.				
50100.03	Dental	-	-	-	
50100.05	Disability (5)	5,250	4,526	5,960	
50100.15	Health (5)	77,551	80,905	92,862	
	Retirement Contribution -	**18,426**	16,767	19,936	(1,510)
	Full time employee Retirement Contributions @ 4.5% of pay.				
50600.05	Employer Contributions	17,426	15,767	18,686	
50600.15	Annual fees ($250/qtr.)	1,000	1,000	1,250	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Training -	**6,500**	363	6,500	-
50800.10	Training-Other	500	363	500	
50800.11	Education reimbursement	6,000	-	6,000	
50400.05	**Board/Community Reimb**	**28,800**	27,950	28,800	-
	Stipends for six Airport Board of Directors at $250 each for 12 meetings. The Chairman receives $400 per meeting for 12 meetings. Each community receives $3,000 per year for admin costs.				
50400.05	Community Reimbursement	6,000	6,000	6,000	
50400.05	Board stipends	22,800	21,950	22,800	
	Total Personnel Services	**591,214**	**541,546**	**638,887**	**(47,673)**

SERVICES AND SUPPLIES

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Airport Meetings	**15,000**	16,875	13,000	2,000
	Provisions and costs incurred for in-house, BOD meetings, and staff purposes. One community joint meeting tentatively scheduled for the fall.				
54060.15	Airport Meetings	10,000	9,926	10,000	
52120.20	Joint Meetings (dinner)	5,000	6,949	3,000	
	Audit Services -	**18,575**	17,045	18,075	500
52060.05	Cost to perform the annual audit	13,500	12,050	13,675	
52060.05	Single audit cost (if necessary)	4,675	4,625	4,000	
52060.10	GFOA CAFR (400) award fees	400	370	400	
52090.05	**Building Repairs -**	**3,000**	1,070	3,500	(500)
	Cost for minor repairs or modifications of the administration office.				
	Computer & Software	**31,000**	35,604	30,875	125
54050.01	Computer Hardware & Supplies	-	-	-	
54420.05	Software & maint	7,500	5,735	7,575	
	Accounting, Timberline, Qquest timeclock, FAS				
52210.05	Office network maintenance	20,000	26,797	19,800	
	Backup service and monthy managed IT				
52540.05	Web hosting/internet service	3,500	3,072	3,500	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Conf and Meeting Registration	**5,945**	3,407	4,550	1,395
	Registration fees for conferences, seminars, and lunch meetings (Chamber).				
52120.05	AAAE-Conf - Jamie	800	795	800	
52120.05	AAAE-Ops Conf - Jamie	400	395		
52120.05	AAAE-CM Academy - Scott	1,895	-	500	
52120.05	AAAE-GA Issues Aug 22-23 - Jamie		-		
52120.15	IGFOA Conf (Bloomington) 1	350	283	350	
52120.16	CABAA Meetings-monthly	400	156	400	
52120.17	IL Aviation Conf (Champaign, IL)	300	205	700	
52120.19	IPAA Fall Conf (Galena) 3	1,000	925	1,000	
52120.25	Meetings & Luncheons	800	648	800	
	Consultants -	**20,000**	15,623	27,000	(7,000)
52510.08	Storm water consultant (SME)	10,000	10,642	7,000	
52540.20	Consultant - special projects	10,000	4,981	20,000	
	FY17 Includes funds for noise consultant not present in the current year budget				
52180.10	**Engineering Services -**	**60,000**	59,720	60,000	-
	Costs for professional engineering services rendered by an outside engineer.				
54090.05	**Equipment**	**4,750**	500	2,000	2,750
	Administrative equipment and furniture purchased that cost less than $2,000, individually.				
	Includes new shipping container / table display for exhibit booth ($1,400) and new banner ($250)				
	Includes new monitor display stand ($1,100)				
	Equipment Rental and Maint	**8,500**	7,750	8,500	-
	Office equipment rental and maintenance cost-meter rent.				
	Konica-Machine lease and copy charges				
52210.15	Mail machine-meter & base maint	2,000	1,996	2,000	
	plus meter annual rental & supplies				
52210.20	Other repairs	500	75	500	
52210.25	Copier (includes use charges)	6,000	5,679	6,000	
54150.05	**Fuel -**	**1,000**	1,188	2,500	(1,500)
	Unleaded fuel cost for three department vehicles.				

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Insurance -	**113,000**	106,880	113,000	-
	The environmental policy renewed in Aug 1, 2014 for a 3 year term. All the other policies run Dec 1 through Nov 30th. NationAir is the Airport's insurance broker, whose fixed fee contract runs through Dec 2016.				
52300.05	Commercial Automobile	6,000	5,262	6,000	
52300.09	Broker fee	8,000	7,846	9,000	
52300.10	Commercial Crime	2,000	1,893	2,000	
52300.15	Airport Liability (incl. excess liability)	22,000	21,258	22,500	
52300.20	Commercial Property	41,000	38,795	39,500	
52300.25	Public Officials Liability	17,000	16,542	17,500	
52300.26	Environmental	16,000	14,595	15,000	
52300.30	Worker's Comp	1,000	689	1,500	
56200.05	**Lease Development -**	**50,000**	13,228	55,000	(5,000)
	Expenses incurred for new leases, i.e. survey, site selection, legal including reimbursable items.				
52360.05	**Legal Services -**	**60,000**	18,468	60,000	-
	Costs for the professional legal services provided by outside counsel.				
	Membership Dues -	**7,450**	5,520	5,280	2,170
	Department employee and Airport membership dues as follows:				
52450.05	AAAE (2) @$275 JA, SC	550	550	550	
52450.07	AAAE Great Lakes Chapter (1)	50	35	80	
52450.36	CABAA	300	275	300	
52450.17	Chamber of Comm/CVB	2,250	500	250	
52450.41	GA Airport Coalition (GAAC)	300	300	300	
52450.20	GFOA (1)	200	160	200	
52450.21	IGFOA (2)	400	400	400	
52450.30	IPAA (1)	1,500	1,500	1,500	
52450.27	NATA/IATA	1,400	1,300	1,200	
52450.35	NBAA	500	500	500	
	Office Maintenance -	**12,765**	11,083	12,080	685
	Cost for routine office janitorial service.				
52480.10	Janitorial serv $800 and supplies	11,000	9,528	10,400	
52480.15	Rug runners	925	734	840	
52480.20	Insect/Rodent control-$70 per	840	821	840	
	Other Services -	**21,172**	13,853	26,470	(5,298)
	Costs for other services not specifically listed any other categories.				
52420.15	Medical exams & drug testing plus annual hearing and vision exams.	500	-	500	
52510.02	Records disposal and storage	500	-	500	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
52510.05	Credit crd, GovDeal, bckgrnd ck fees	1,200	-	1,200	
52510.06	Casualty loss deductibles, 1 @$5,000	5,000	-	5,000	
52510.09	Contracted Labor - Office Temp	1,500	-	1,500	
52510.10	Payroll service - Paychex	2,500	2,902	2,400	
52510.11	Employee Hiring Exp	2,100	-	2,100	
52510.12	Office Security-Sentry	800	5,784	5,000	
52720.20	Alarm line-Office	1,800	2,801	3,120	
52510.15	Appraisals	4,000	1,200	4,000	
52540.23	Satellite programming	1,272	1,166	1,150	
52600.15	**Postage -**	**2,000**	1,422	3,000	(1,000)
	Cost for letter, parcel delivery, overnight delivery, and newsletter mailings.				
	Printing -	**4,000**	1,370	4,000	-
52630.05	Aerial photography	1,000	-	1,000	
52630.15	Duplication/enlarging/binding	3,000	1,370	3,000	
52660.05	**Public Notices -**	**2,000**	860	2,000	-
	Publication costs for public notices, bid documents, personnel ads, etc.				
	Subscriptions -	**2,100**	1,872	600	1,500
	Periodicals subscribed to by department personnel as follows: Crains, Daily Herald and Misc books and maps.				
54450.40	Subscriptions-misc (Crains)	200	80	200	
54450.40	Subscriptions-misc (Daily Herald)	600	526	400	
54450.40	Subscriptions-misc (Flight Aware)	1,300	1,266	-	
54480.15	**Supplies -**	**7,000**	4,106	7,000	-
	Purchase of stationary and office, computer, and copier supplies.				
	Telephone/Data	**8,500**	7,950	7,800	700
52720.05	Cellular-Sprint (1)	2,000	1,804	1,500	
52720.10	Local, long distance, fax (TDS)	5,400	5,282	5,200	
52720.12	Pilot lounge wireless	600	520	600	
52720.03	iPad data plan-1 @ $50 each/mth	500	344	500	
	The Cellular-Sprint & iPad YTD lines				

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Travel Expenses	**10,850**	3,640	10,850	-
	Travel costs (commercial transportation, $500; ground transportation, $50/day; hotel, $175/night; meals and $50 per diem associated with attendance at conferences for department employees.				
52750.05	AAAE-Conf - Jamie	2,500	1,383	2,500	
	May 2017, Long Beach, CA				
52750.05	AAAE-CM Academy TBD - Scott	1,200	-	1,200	
52750.07	IPAA Conf-Fall (Galena) (3)	1,500	476	1,500	
52750.09	IL Aviation Conf (3)	1,000	296	1,000	
52750.10	IGFOA Conference-(Bloomington)	350	207	350	
52750.10	GFOA Conf (Chicago)	100	-	100	
52750.11	Other - Various destinations	1,000	45	1,000	
52750.11	Other - NBAA Dispatch Conference	3,200	1,233	3,200	
	February 2018, Long Beach, CA - 2 staff				
	Utilities	**104,150**	97,300	91,050	13,100
	Monthly electric, natural gas, and water cost as follows:				
Electricity:					
52150.02	141378911, Gate 31	200	140	100	
52150.03	141595480, Runway Lights	2,800	2,533	2,800	
52150.04	141458406, Hgr 4 rd, blast fence	700	569	700	
52150.05	141595499, Maint/Admin. Office	10,000	7,780	10,000	
52150.08	115131215, Gate #27	800	410	500	
52150.15	141599876, 12 REIL Lts, Blast Fnce	700	437	700	
52150.17	141650725-CAP Trailer Gate	500	403	400	
52150.20	141195850, Electric Vault	40,000	39,713	45,000	
52150.22	140401329, Hangar #50	1,200	1,115	1,000	
52150.23	140401326, Hangar #51	1,700	1,747	1,200	
52150.31	NE T-Hangars #52 (lounge)	3,700	3,649	3,400	
52150.32	NE T-Hangars #53 (lights)	1,800	1,739	2,100	
52150.33	NE T-Hangars #54 (bath)	2,900	2,824	2,700	
52150.34	NE T-Hangars #55 (lights)	1,900	1,840	2,000	
52150.35	NE T-Hangars #56 (bath)	3,500	3,435	2,500	
52150.36	NE T-Hangars #57 (lights)	2,700	2,588	2,600	
52150.16	Elec-Taxiway Q pole light (flat rate)	250	250	250	
Gas:					
52150.26	3722672, Generator	1,300	1,111	1,100	
52150.27	Hangar 4&7 (shd be 0)	-	-	-	
52150.50	2584479, Maintenance	3,800	3,732	3,000	
52150.55	3326641, Admin. Office	1,200	1,149	1,200	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Water:					
52150.60	Water-Maint./Admin. Office (1020)	4,700	4,741	2,200	
52150.61	Water-Entry Sign Area	3,600	3,586	3,000	
52150.62	Water-SW T-Hangar 50 & 51	2,200	2,065	2,300	
52150.63	Water-NE T-Hangar 52 (1018)	4,000	3,248	100	
52150.64	Water-NE T-Hangar 54 (1014)	4,000	3,248	100	
52150.65	Water-NE T-Hangar 56 (1010)	4,000	3,248	100	
	Vehicle Maintenance -	**4,500**	2,538	4,500	-
	Vehicle maintenance service costs for four (3) administrative vehicles.				
54510.06	Airport #2, 2006 Ford Expedition	2,250	1,872	2,000	
54510.07	Airport #7, 2017 Ford Transit Van	1,000	458	1,250	
54510.37	Airport #37, 2006 Taurus Sedan	1,250	208	1,250	
	Total Services and Supplies	**577,257**	**448,872**	**572,630**	**4,627**

OTHER

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	NBAA Convention -	**45,800**	44,136	37,500	8,300
	CEA Board members and/or staff attending the NBAA Convention in Las Vegas, NV October 10-12, 2017				
56300.15	Exhibitor fee	6,200	6,073	6,000	
56300.16	Exhibit expenses	9,000	8,758	1,000	
56300.16	Exhibit shipping	600	545	500	
56300.19	Travel Exp-staff - 2	6,000	4,321	6,000	
56300.20	Travel Exp-CEA board members - 4	12,000	11,661	12,000	
56300.22	Travel-Communities - 4	12,000	12,779	12,000	
	Public Relations/Marketing	**111,600**	91,584	114,100	(2,500)
52405.05	Marketing specialists	60,000	63,484	62,000	
	Includes Marketing Consultant Services				
52405.10	Projects, videos, photos	5,000	745	5,000	
54255.05	Promo material-	8,000	4,858	8,000	
	Materials include various promotional items				
54255.22	Promo clothing	3,500	322	3,500	
54255.20	Special events	20,000	9,690	20,000	
	FY18 Special events: 5K Run-the-Runway + evening event				
54255.26	July 4th parade float	1,000	292	1,500	
54255.27	Chamber events & golf	1,600	820	1,600	
54255.28	CABAA golf events & sponsorship	4,500	4,344	4,500	
54270.05	Scholarship-Dollars for Scholars	1,000	950	1,000	
54270.05	Other-community events	4,000	2,597	4,000	
	Other also includes Taste of the Town, breakfasts, and misc community events. FY16 included Encompass Championship sponsorship.				
54255.60	NBAA Dispatch Conf - (exhibit)	3,000	3,482	3,000	
	February 6-9, 2018 Long Beach, CA				

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	U.S. Customs Service	**249,000**	225,279	252,000	(3,000)
	Operating costs to provide inspection service on a break-even basis to CEA users.				
	The service cost is the total cost of providing an agent, which is calculated annually and billed to us quarterly.				
	We receive the annual connectivity fee invoice in November, so the telecom number is an estimate.				
56550.01	U.S. Customs service cost	125,000	123,803	125,000	
56550.02	U.S. Customs overtime charges	50,000	42,465	51,000	
56550.03	Telecom (USCS network, cellphone)	15,000	9,538	18,000	
56550.04	Waste removal services	30,000	28,206	30,000	
56550.06	Other forms, supplies & services	2,000	574	2,000	
56550.07	Collection fees	7,000	5,409	6,000	
56550.08	Facilities costs	20,000	15,284	20,000	
56600.01	**Contingencies -**	**30,000**	-	30,000	-
	Account for unanticipated and underestimated department expenditures.				
	Total Other	**436,400**	**360,999**	**433,600**	**2,800**
	Total Administration	**1,604,871**	**1,351,417**	**1,645,117**	**(40,246)**
	% Change from FY17 Budget	**-2.45%**			

Operations & Maintenance Department
FY18 Proposed Budget
Line Item Detail Within Category

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Personnel Services					
60400.10	**Salaries - Full-time**	**$ 455,000**	440,545	$ 415,000	40,000
	Department salaries (6 maint)				
	Operations Coordinator (1)				
	Assistant Operations Coordinator (1)				
60300.05	**Salaries - Seasonal**	**$ 19,620**	21,381	$ 19,620	-
	Four summer positions, 12 weeks for 37.5 hours/week at $10.90/hour = $19,620.				
60200.05	**Overtime**	**$ 60,000**	55,875	$ 60,000	-
	Overtime costs as required, mainly for snow removal. Approx fourteen hundred hours are budgeted at a 1½ hourly rate of $39.06. Includes weekend airfield inspections.				
	Service Awards/Recognition	**$ 4,730**	4,953	$ 4,920	(190)
	Recognition of services provided by eight employees, 2 times per year @ $30/gift cert.				
60700.17	Recognition awards	480	425	420	
60700.17	Incentive program	2,500	2,778	2,500	
60700.20	Service Awards	1,750	1,750	2,000	
	Pay for 1 employee with twenty-five or more years of service at $1,000, 1 employee with 10-14 years of service at $500 and 1 with 5-9 years of service at $250.				
	Payroll taxes -	**$ 51,088**	49,975	$ 48,046	3,042
60500.05	FICA, 6.20%, Medicare, 1.45%	41,224	39,876	38,182	
60500.15	Unemployment, 7.35%	9,864	10,099	9,864	
	Insurance -	**$ 154,215**	153,658	$ 147,051	7,164
	Premiums for the following employee insurance, provided by the Airport: Wheeling is projecting a 5.0% insurance increase; renewal date is July 1st.				
60100.03	Dental		-		
60100.05	Disability (8)	7,442	6,788	7,434	
60100.15	Health (8)	146,773	146,870	139,617	
60600.05	**Retirement Contribution -**	**$ 23,366**	21,244	$ 21,578	1,788
	Full time employee Retirement Contributions @ 4.5% of pay.				

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Training -	**$ 21,900**	2,249	$ 10,900	11,000
	SAE certifications, Harper certifications. ANTN web based training from AAAE.				
60800.08	Other - Local	13,000	575	2,000	
	Includes ADB Electrical training for the whole mainteance staff ($11,000)				
60800.09	ANTN training system	1,400	1,674	1,400	
60800.07	Disaster drill	1,500	-	1,500	
60800.11	Education reimbursement	6,000	-	6,000	
	Uniforms -	**$ 13,700**	11,687	$ 11,500	2,200
	Uniform cleaning and replacement for 6 employees at $1055/yr & 4 seasonal employees at $360 per year, plus $120 boot allowance per FT employee.				
60900.03	Safety Equip	1,500	803	500	
60900.05	Uniforms (safety shoes, gloves, caps)	11,000	9,682	10,000	
60900.10	Uniforms part-time	1,200	1,202	1,000	
	Total Personnel Services	**$ 803,619**	**$ 761,567**	**$ 738,615**	**$ 65,004**

SERVICES AND SUPPLIES

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
62090.05	**Building Repairs and Supplies -**	**$ 20,000**	9,005	$ 20,000	-
	Cost for the repair of Airport buildings and hangars.				
	Repaint Maintenance Building and Vault Roof				
	Conf and Meeting Registration	**$ 3,900**	2,290	$ 1,700	2,200
	Registration fees for conferences, seminars, and lunch meetings.				
62120.17	IL Aviation Conf (May) 1	200	-	200	
62120.30	AAAE conference	3,700	2,290	1,500	
	Includes ACE Airport Operations class & ASOS class - AW ($1,700 & $500)				
	Equipment/Tools -	**$ 23,000**	13,999	$ 20,000	3,000
	Equipment purchased that cost less than $2,000, individually.				
62210.05	Equipment maintenance cost.	6,000	7,820	6,000	
64090.05	Communication equipment	8,000	1,693	8,000	
64090.10	Shop equipment	9,000	4,486	6,000	
	Includes air compressor, battery chargers, wildlife camera, spot lights				
62240.05	**Equipment Rental -**	**$ 20,000**	-	$ 20,000	-
	Temporary replacement of non-operative equipment, special equipment and tools.				

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
62270.05	**Fence/Gate Supplies & Maint**	**$ 3,000**	770	$ 3,000	-
	Fencing and gate supplies purchased for repairs by department personnel.				
	Fuel -	**$ 75,000**	36,022	$ 75,000	-
64150.05	Diesel	60,000	25,486	60,000	
64150.10	Unleaded gasoline	15,000	10,536	15,000	
	Insurance -	**$ 53,100**	50,117	$ 45,100	8,000
	Department vehicle and workers compensation insurance.				
	NationAir is the Airport's insurance broker, whose fixed fee contract runs through Dec 2017.				
62300.05	Vehicles	12,000	10,084	11,000	
62300.30	Workers compensation	38,000	36,980	31,000	
62300.09	Broker fee	3,100	3,053	3,100	
	Landscaping Service & Supplies	**$ 35,500**	35,326	$ 31,500	4,000
	Application of growth inhibitor, tree trimming and perimeter landscape services. Purchase of flowers, fertilizer, grass seed, holiday decorations.				
62330.05	Growth inhibitor, weed control	4,000	4,000	4,000	
62330.07	Landscaping-Other	500	3,076	500	
62330.10	Tree trimming/removal	1,000	1,730	1,000	
62330.11	Perimeter landscaping services	24,000	23,760	20,000	
64210.05	Landscaping materials	6,000	2,760	6,000	
64240.05	**Lighting Service & Supplies**	**$ 30,000**	32,946	$ 25,000	5,000
	Maintenance of and supplies for the Airport lighting system (runways, taxiways & street lights).				
	Membership Dues -	**$ 550**	275	$ 275	275
	Membership dues for Operations Coordinator positions.				
62450.05	AAAE (2) AW & BW	550	275	275	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Other Services -	**$ 17,000**	16,129	$ 18,020	(1,020)
	Costs for other contractual services not specifically listed in this category.				
62420.15	Medical Exams plus annual hearing and vision exams.	1,000	244	1,400	
62510.05	Other-Permits, stormwater, MWRD	2,000	3,692	1,500	
62510.11	Employee Hiring Fees		-		
62540.05	Vehicle Towing-tenants	200	-	200	
62540.21	Other-Backflow Inspections (7)	3,000	2,560	3,000	
	Hgr 50 (520) Hgr 51 (733) TH 52 (190) TH 54 (190) TH56 (190) sprinkler (300) admin (300)				
62540.22	Fuel Tank inspection	1,500	1,508	1,500	
62540.25	Monitor-Light Vault ($175/qtr ADT)	1,800	700	700	
62540.25	Alarm line-Light Vault	-	2,640	2,220	
62540.26	Monitoring-SW Ts-Alarm line	500	400	500	
62540.31	Snow plowing & hauling	7,000	4,385	7,000	
	Other -	**$ 3,000**	2,105	$ 3,000	-
	Costs not defined by another account plus US flags, windsocks, construction safety flags.				
64270.10	Other	2,000	1,292	2,000	
64270.05	Staff meals during snowplowing	1,000	813	1,000	
62570.10	**Pavement Marking -**	**$ 60,000**	74,618	$ 60,000	-
	Annual pavement marking costs-FY18				
	Materials -	**$ 82,000**	39,945	$ 73,500	8,500
	Materials used for Airport operations are as follows:				
64330.05	Asphalt	1,500	-	1,500	
64330.10	E36 - liquid runway/taxiway deicer	40,000	25,581	40,000	
64330.11	NAAC - solid runway deicer	35,000	759	1,000	
	EPA requires us to use NAAC, a more expensive product, going forward rather than Urea.				
64330.15	Salt	3,000	724	4,000	
64330.20	Stone	500	-	500	
64330.25	Propane	1,000	815	1,000	
64330.27	Urea-solid runway deicer	-	10,876	25,000	
	EPA requires us to use NAAC, a more expensive product, going forward rather than Urea.				
64330.30	Welding	1,000	1,190	500	
	Sewer Maintenance & Supplies	**$ 2,500**	-	$ 2,500	-
64360.00	Rodding, pipe, and supplies for minor repairs.		-		

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Signage Supplies	**$ 7,000**	4,506	$ 7,000	-
64390.05	Safety, information, airfield guidance signs and replacement of damaged signs.				
	Supplies-Misc	**$ 19,000**	14,611	$ 19,000	-
64480.05	Aircraft tiedown	500	-	500	
64480.10	Environmental spill control	1,500	250	1,500	
64480.15	Shop supplies	15,000	10,444	15,000	
64480.20	Visual aids-taxiway markers	1,000	949	1,000	
64480.30	Hangar Supplies (fire ext, locks, keys)	1,000	2,968	1,000	
	Telephone	**$ 6,500**	6,449	$ 4,300	2,200
62720.05	Cellular-Sprint (2 + puck)	4,000	3,911	2,500	
62720.10	Telephone (TDS)	2,500	2,538	1,800	
	Travel Expenses	**$ 5,000**	4,409	$ 2,000	3,000
62750.04	Travel costs (commercial transportation, $500; ground transportation, $50/day; hotel, $175/night; meals and $65 per diem associated with attendance at conferences for department employees.				
	Vehicle Maintenance -	**$ 88,500**	104,148	$ 82,100	6,400
64510.05	General supplies	10,000	8,089	10,000	
	Includes grease, oil, hydraulic fittings, filters etc…				
64510.03	Airport #3, 2011 Ford F250 Pickup	900	865	900	
64510.04	Airport #4, 2005 Ford Expedition	2,000	395	800	
64510.07	Airport #5, 2006 Ford F350 Pickup	800	829	800	
64510.06	Airport #6, 2013 Ford F250 Pickup	800	4,960	800	
64510.08	Airport #8, 2003 Chevy Pickup	800	193	800	
64510.09	Airport #9, 2015 Ford F350 Pickup w/t	500	248	500	
64510.10	Airport #10, 2008 Bobcat	2,200	1,528	500	
64510.11	Airport #11, 1990 Snow blower	4,500	852	4,500	
64510.12	Airport #12, Plow with Spreader	2,000	671	2,000	
64510.13	Airport #35, 2004 Yale forklift	500	2,006	500	
64510.14	Airport #14, Plow with Sprayer	2,000	1,972	2,000	
64510.15	Airport #15, Case Front-end Loader	2,000	4,958	2,000	
64510.16	Airport #16, JCB backhoe w/loader	1,000	656	1,000	
64510.17	Airport #17, 1997 Oshkosh Broom	16,000	29,410	11,000	
64510.18	Airport #18, 2003 Oshkosh Broom*	16,000	21,693	25,000	
64510.19	Airport #19, 2007 Oshkosh Broom	16,000	19,174	11,000	
64511.20	Airport #20, 2017 Oshkosh Broom**	2,000	-	-	
64510.21	Airport #21, New Holland Tractor	1,500	926	1,500	
64510.22	Airport #22, Deere mower	1,500	1,226	1,500	
64510.23	Airport #23, Deere mower	1,500	1,226	1,500	
64510.25	Airport #25 Deere Tractor Mower	1,500	1,580	1,000	
64510.33	Airport #33, 2016 Ford Dump Truck	500	264	500	
64510.36	Airport #36, Tenant sweeper	500	84	500	

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
64510.28	Bobcat Mowers	1,000	259	1,000	
64510.40	Terrain King mower	500	84	500	
	*Vehicle is scheduled for refurbishment				
	** Vehicle delivered new in FY17				
	Waste Removal -	**$ 27,750**	8,633	$ 42,750	(15,000)
	Waste removal costs for Airport debris, used oil, solvents, and Port-O-Let rentals.				
62810.05	Debris from airfield	25,000	6,864	40,000	
62810.10	Oil & Other Removal	2,500	1,727	2,500	
62810.15	Waste Removal-Regulatory (solvent)	250	42	250	
	Wildlife Control -	**$ 29,000**	26,082	$ 29,000	-
64480.25	Wild Goose Chase bird control contract, bird bangers, mis		26,082		
	Total Services and Supplies	**$ 611,300**	**$ 482,386**	**$ 584,745**	**$ 26,555**

Other

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
66600.01	**Contingencies -**	**$ 30,000**	-	$ 30,000	-
	Account for unanticipated and underestimated department expenditures.				
	Total Operations	**$ 1,444,919**	**$ 1,243,952**	**$ 1,353,360**	**$ 91,559**
	% Change from FY17 Budget	**6.77%**			

Other Income and Expenses
FY18 Proposed Budget
Line Item Detail within Category

		Proposed FY17 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Interest Income (Operating funds)					
90100.01	**Checking Account Interest**	**$ 4,000**	3,837	3,000	1,000
	The Airport receives an interest rate of .25 on its checking accounts at Northbrook Bank.				
90100.03	**Illinois Funds Interest**	**$ 800**	764	50	750
	Account is necessary for the deposits of Illinois grants. Earns money market rate with no fees.				
90100.04	**Money Market Interest**	**$ 500**	502	500	-
	Account at MB Financial.				
90100.06	**IMET Interest**	**$ 50**	47	30	20
	Illinois Metropolitan Investment Pool. Enhanced money market rate.				
	Total Interest Income	**$ 5,350**	**$ 5,149**	**$ 3,580**	**$ 1,770**
	% Change from FY17 Budget	**49.44%**			
Other Income and Expenses					
91050.03	**Bank Fees**	**5,200**	$ 4,655	5,200	-
	Fees to maintain the Northbrook checking account and First Midwest loan account.				
93000.xx	**Other (Income) and Expenses**	**(1,000)**	$ (18,985)	(1,000)	-
	Misc income, expenses, plus gain/loss on sale of assets.				
	Total Other Expense / (Income)	**$ 4,200**	**$ (14,329)**	**$ 4,200**	**$ -**
	% Change from FY17 Budget	**0.00%**			

		Proposed FY17 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Debt Service					
	Loan/Note Interest	**$ 107,220**	118,052	118,018	(10,798)
	Interest on three bank loans/notes.				
91000.03	First Midwest Bank-SW T-Hgrs	21,519	24,322	24,013	
91000.04	Northbrook Bk #1-NE T-Hgrs	51,572	52,529	54,604	
91000.05	Northbrook Bk #3-RSA Land	34,128	41,202	39,401	
	Loan/Note Principal	**$ 321,701**	318,898	319,207	2,494
	Principal on three bank loans/notes.				
91010.03	First Midwest Bank-SW T-Hgrs *	69,689	66,886	67,195	
91010.04	Northbrook Bk #1-NE T-Hgrs +	92,004	92,004	92,004	
91010.05	Northbrook Bk #3-RSA Land ^	160,008	160,008	160,008	

* Fixed monthly payment-principal and interest varies.
+ Fixed monthly principal payments of $7,667.
^ Fixed monthly principal payments of $13,334.

Total Principal and Interest	**$ 428,920**
First Midwest Bank-SW T-Hgrs	91,208
Northbrook Bk #1-NE T-Hgrs	143,576
Northbrook Bk #3-RSA Land	194,136

Loan/Note Balances as of:	**4/30/2017**	**4/30/2018**	
	$ 3,337,297	**$ 3,015,596**	**Maturity**
First Midwest Bank*-SW T-Hgrs	621,303	551,614	Nov 2025
Northbrook Bk #1-NE T-Hgrs	1,607,143	1,515,139	May 2020
Northbrook Bk #3-RSA Land	1,108,851	948,843	May 2020

*Formerly Popular Community Bank

Total Debt Service	**$ 428,920**	**$ 436,950**	**$ 437,224**	**$ (8,304)**
% Change from FY17 Budget	**-1.90%**			

Sewer Reserve Fund
FY18 Proposed Budget

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Revenues:					
80100.01	**Sewer/Stormwater Annual Fees**	**$ 29,249**	27,410	22,413	6,837
	Fees for annual sanitary maintenance or stormwater assessement fees. Most rates are subject to an annual CPI increase. Square Foot rates vary by service type and location on the Airport.				
	Hangar 4-sanitary sewer maint fee*	400	400	400	
	Hangar 7-sanitary sewer maint fee*	400	400	400	
	Hangar 11-sanitary sewer maint fee*	400	200	400	
	Hangar 16-sanitary sewer maint fee	466	460	463	
	Hangar 16-stormwater fee	288	284	286	
	Hangar 18-annual stormwater fee*	1,342	1,342	1,358	
	Hangar 18-sanitary sewer maint fee*	447	447	453	
	Hangar 19-sanitary sewer maint fee	636	628	625	
	Hangar 19-stormwater fee	624	617	614	
	Hangar 20-annual stormwater fee	1,157	1,142	1,157	
	Hangar 20-sanitary sewer maint fee	388	383	388	
	Hawthorne FBO-annual stormwater fee	7,153	7,065	7,022	
	Hawthorne FBO-sanitary sewer fee	2,372	2,343	2,329	
	Hawthorne Charlie Pad-storm fee	1,093	-	-	
	Hawthorne Charlie Pad-sanitary fee	239	-	-	
	Motel - annual sanitary sewer maint fee	2,090	2,064	2,090	
	Motel - annual storm sewer maint fee**	1,751	1,730	1,751	
	WM-200 Sumac-san sewer maint	294	290	286	
	WM-various Sumac-san sewer maint	2,391	2,361	2,391	
	WM Stormwater maintenance	2,361	2,332	-	
	94th Aero Squadron site - storm sewer	2,959	2,923	-	
	* No CPI Increase				
	** Includes storm sewer from rented parking parcel				
80100.02	**Sewer/Storm One-Time Fees**	**$ 26,766**	-	-	26,766
	Fees for one-time connection or stormwater assessement fees. All the rates are subject to an annual CPI increase. Square Foot rates vary by service type and location on the Airport.				
	New Charlie Pad development	26,766	-	-	
	Storm / Sanitary connection fee for Parcel 1A				
80100.30	**Interest**	**$ 1,170**	1,070	$ 1,180	(10)
	Interest earned				
	Total revenue	**$ 57,186**	**$ 28,480**	**$ 23,593**	**$ 33,593**

Sewer Reserve Fund
FY18 Proposed Budget

Capital Outlay:

82000.01	Replace Sanitary Pipe near Motel This was done in FY17	-	(44,258)	**$ (100,000)**	100,000
	Total expenses:	**-**	**$ (44,258)**	**$ (100,000)**	**$ 100,000**
	Net Income:	**$ 57,186**	**$ (15,778)**	**$ (76,407)**	**$ 133,593**

Balance of Reserves:	**FY18 Budget**	**FY17 Actual**	**FY17 Budget**	
FY17 Beginning Balance				414,194
FY17 Actual - Budget		(15,778)	(76,407)	
FY18 Beginning Balance				398,416
FY18 Budget	57,186			
FY18 Projected ending balance:				455,601

Capital Equipment Reserve Fund (CERF)
FY18 Proposed Budget

This fund was established in FY13 to provide money for the future purchase of vehicles and equipment; plus facilities repair and construction, including new administration and maintenance buildings.

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Revenues:				
85100.30	**Interest** Interest earned	**$ 2,965**	2,304	$ 2,290	675
85100.01	**Transfers In:**	**$ 250,000**	250,000	$ 250,000	-
	Total revenue	**$ 252,965**	$ 252,304	$ 252,290	$ 675
	Capital Outlay:				
	New Broom Truck in FY17	**$ -**	(598,200)	**$ (700,000)**	700,000
	Total expenses:	**0**	(598,200)	(700,000)	700,000
	Net Income:	252,965	(345,896)	(447,710)	

Balance of Reserves:	**FY18 Budget**	**FY17 Actual**	**FY17 Budget**	
FY17 Beginning Balance				774,836
FY17 Actual - Budget		(345,896)	(447,710)	
FY18 Beginning Balance				428,941
FY18 Budget	252,965			
FY18 Projected ending balance:				681,906

Building Reserve Fund
FY18 Proposed Budget

This fund, newly established in FY16, is to provide funds for the future construction of airport improvements; including new administration and maintenance buildings and other facility improvments

		Proposed FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
	Revenues:				
85100.30	**Interest** Interest earned on money market funds	**$ 1,291**	647	$ 528	763
85100.01	**Transfers In:**	**$ 250,000**	250,000	$ 250,000	-
	Total revenue	**$ 251,291**	$ 250,647	$ 250,528	$ 763
	Capital Outlay:				
		0	0	0	0
	Total expenses:	**0**	0	0	0
	Net Income:	251,291	250,647	250,528	

Balance of Reserves:	**FY18 Budget**	**FY17 Actual**	**FY17 Budget**	
FY17 Beginning Balance				120,158
FY17 Actual - Budget		250,647	250,528	
FY18 Beginning Balance				370,806
FY18 Budget	251,291			
FY18 Projected ending balance:				622,097

Capital Summary Does not include Sewer or CERF	FY18 Budget	Projected FY17 Actual	FY17 Budget
Revenue			
Grant-GA Entitlement (applied to NE T loan)		(148,500)	
Grant-Rehab Runway 16 /34		(355,111)	
Grant-Lima Project (Taxiway Bypass)	(760,000)		(760,000)
Grant-Rehab Airfield Lighting - Phase 1	-		-
Grant-EMAS		(439,194)	
Grant-Rehab Runway 12/30	-		-
Grant-Expand East Quadrant GA Apron Design	-	(40,837)	-
Grant-Property RSA Acq-Montessori School	-		-
Grant-Airport Master Plan (Phase 2)	-		-
Grant-Part 150 NEM Update - Phase 1	(270,000)		(270,000)
Grant-Part 150 NCP Imp. - Phase 1	(225,000)		(225,000)
Total	**(1,255,000)**	**(983,642)**	**(1,560,367)**
Capital Improvements			
Building replacement/repair	260,000	34,284	400,000
Fence/Gate repair	20,000	4,475	20,000
Pavement Repair	150,000	168,942	150,000
Total	**430,000**	**207,700**	**570,000**
Capital Outlay			
Office Equipment	-	46,500	46,500
Vehicles	16,000	36,115	56,000
Shop Equipment	29,000		28,900
Future	1,315,585	17,271	15,188
Total	**1,360,585**	**99,886**	**146,588**
"A" Projects			
Runway 16/34 rehab-Reimb by the State		178,846	257,973
Runway 16/34 RSA/OFA Twy L1 (Bypass)	-	47,362	40,000
Rehab Airfield Lighting - Phase 1	75,000		75,000
EMAS		65,797	
Property RSA Acquisition-Montessori School	13,365		13,365
Rehab Runway 12/30	162,500	-	162,500
Expand East Quad GA Apron - Design	62,500	-	62,500
Rehab East Quad GA Apron (HFC)		90,793	
Airport Master Plan - Phase 2	250,000	66,245	250,000
Part 150 NEM Update - Phase 1	-	40,573	30,000
Part 150 NCP Implementation - Phase 1	25,000		25,000
Overlay East Acces Rd. (Tower Rd.)	31,500		
Acquire Property	-		
Total	**619,865**	**489,616**	**916,338**
Other			
Debt Service-from GA entitlement grant	-	148,500	-
Total	**-**	**148,500**	**-**
Total	**1,155,450**	**(37,940)**	**72,560**

Capital Projects-Internally Funded
FY18 Proposed Budget
Line Item Detail within Category

		Proposed FY18 Budget	
CAPITAL IMPROVEMENTS			
72000.01	**Facilities**	**$ 40,000**	
	Capital Improvements budgeted for Airport facilities are as follows:		
	Misc building repairs		40,000
72100.01	**Fencing, Gates, Landscaping -**	**$ 20,000**	
	Repair/improvement of fencing and gates. (20,000)		20,000
72200.01	**Pavement & Sewer -**	**$ 150,000**	
	Pavement replacement, crack sealing and sewer repair.		
	Airfield pavement & sewer (150,000)		150,000
	Total Capital Improvements	**$ 210,000**	210,000
CAPITAL CONSTRUCTION			
73000.01	**Building renovation**	**220,000**	
	Administration building improvements		20,000
	Restroom and furniture upgrades		
73000.02	Administration and Customs & Border Protection Office design		200,000
	This figure is to cover design and layout up to permitting.		
	Total Capital Construction	**220,000**	

		Proposed FY18 Budget	
CAPITAL OUTLAY			
74000.01	**Office Equipment -**	**$ -**	
74100.01	**Vehicles-**	**$ 16,000**	
			0
	Ramp plow blade for leased vehicle (16,000): Plow is for a Case Tractor to be leased.		16,000
	Shop Equipment	**29,000**	
74200.01	Locators		20,000
	Hydraulic hose machine		9,000
	Future	**$ 1,315,585**	
74300.01	Capital allocated for land purchases or other future capital expenditures. *Undesignated dollar amounts must be approved by the Chicago Executive Airport Board of Directors before use.*		1,300,000
	SFS Purchase Agreement (15,585): Balance remaining $134,720 *For a property purchase, which is offset by the annual CPI adjusted access fee revenue until the purchase price is paid off.*		15,585
	Total Capital Outlay	**$ 1,360,585**	1,360,585
	Grand Total-Internally Funded	**$ 1,790,585**	1,790,585

"A" Projects
FY18 Proposed Budget

Grant Service

The "**A**", "**B**" and "**C**" projects listed are taken directly from the IL Dept of Transportation, Division of Aeronautics, Transportation Improvement Program: Airports FFY2018-2022, Final Submittal 12/12/16. The Airport Board of Directors approved the plan with Resolution 16-050 on November 16, 2016. Only projects that have been requested through FFY2018 are listed. Federal Fiscal Year (FFY) 2018 runs from October 1, 2017 to September 30, 2018

	Est FY18 Revenue	Local Share	Total Project Cost
Rnwy 16/34 RSA/OFA-Contract 2a; Twy L1 (Bypass)	760,000	-	800,000

Runway 16/34 RSA/OFA safety grading and clearing, construct taxiway Lima 1 (bypass)
Total cost and local share is $800,000 and $40,000, respectively.
Current funding program is Federal 90%, State 5%, Local 5%.
Approved on Resolution 15-036.

	Est FY18 Revenue	Local Share	Total Project Cost
Rehabilitate Airfield Lighting - Phase 1		75,000	1,500,000

Rehabilitation of Airfield Lighting including sinage updates, vault modifications and regulator replacement. This will allow replacement of the south airfield lighting, including runway 6/24 & taxiways A, B, D, E and the entrance to hangar 10.
Current funding program is Federal 90%, State 5%, Local 5%.

	Est FY18 Revenue	Local Share	Total Project Cost
Rehabilitate Runway 12/30		162,500	3,250,000

This is the rehabilitation of the runway surface as it continues to deteriorate and includes airfield lighting.
Current funding program is Federal 90%, State 5%, Local 5%.

Expand East Quadrant GA Apron

Development of the East Quadrant GA Apron & sitework. Total cost and local share for this project are $910,000 and $227,500. Current funding program is federal 0%, state 75%, and local 25%.
From TIPs FFY2015-2019

	Est FY18 Revenue	Local Share	Total Project Cost
Expand East Quadrant GA Apron-design	-	62,500	62,500

CMT contract to design the development of the East Quad GA Apron.
Approved on resolution 12-045. Final local share is estimated to be $3,125 if Federally funded.

	Est FY18 Revenue	Local Share	Total Project Cost
Overlay East Access Road (Tower Rd.)		31,500	315,000

Rehabilitation of Tower Rd. east access. Cost is expected to be $315,000. Current funding program is federal 0%, state 90%, and local 10%.
From TIPs FFY2015-2019

	Est FY18 Revenue	Local Share	Total Project Cost
Subtotal Airport Development	**760,000**	**331,500**	**5,927,500**

	Est FY18 Revenue	Local Share	Total Project Cost
Acquire Property	-	-	-

Acquisition of property adjacent to the boundries of the Airport. The amount paid will be dependant on appraised value. Property will not be purchased unless there is FAA funding programmed for its reimbursement.

Property RSA Acquisition-Montessori School	-	13,365	267,305

Acquisition of a portion of Runway 6 End RSA. Total reimbursement and local share for this project are $267,305 and $13,365 respectively. This property will not be purchased unless FAA funding is programed. Approved on Resolution 11-032.

Airport Master Plan (Phase 3)	-	250,000	500,000

Secondary project work on the Master Plan update. This amount is for CMT expenses and are estimated to be approximately $250,000 for FY18. They will be bourne by the Airport until any projects relating to the Master Plan are approved.
Current funding program is Federal 50% & Local 50%

Part 150 NEM Update - Phase 1	270,000	-	300,000

The FAA requires an update to the Noise Exposure Map (NEM) prior to undertaking elements of the Noise Compatibility Program (NCP). The NEM report is one of two components of a 14 CFR Part 150 Study update.

Part 150 NCP Imp. / Noise Monitoring Program- Phase 1	225,000	25,000	250,000

FAR Part 150 sets forth the standards under which a Part 150 Noise Compatibility Study is conducted.
The preparation of a Noise Compatibility Program (NCP) is voluntary.
Current funding program is Federal 90% & Local 10%

	Est FY18 Revenue	Local Share	Total Project Cost
Total Grant Service "A" projects	**1,255,000**	**619,865**	**7,244,805**

"B" Projects
FY18 Proposed Budget

The following grant-supported projects, while important to the development of the Airport, are not expected to be funded during the fiscal year due to the funding level being provided by the FAA & IDOT for other projects carrying higher funding priorities. There is a high probability these amounts will not be required, so they are not included in our FY18 budget funding requirements.

	Local Share	Total Project Cost
Develop East Quad GA Apron-construction phase services (est)	15,800	79,000
Construction oversight for the East Quad Apron development by CMT. No Board resolution yet. Final local share is estimated to be $3,950 after reimbursement from the State.		
Develop East Quadrant GA Apron-construction/local share (est)	200,000	768,500
Development of the East Quadrant GA Apron & sitework. No Board resolution yet.		
RSA Acquisition-Phase 3B	196,227	3,924,541
Land purchased south of Palatine Rd in 2006 at a cost of $10.5 million for a Runway Safety Area (RSA). Current funding program is federal 90%, state 5%, local 5%. Total cost and local share is $3,924,541 and $196,227, respectively. Any funds received will be applied to the outstanding loan first.		
RSA Acquisition-Phase 3-Clearing and Fencing	20,000	400,000
To clean, grade, seed and fence RSA property south of Palatine Rd. Current funding program is federal 90%, state 5%, local 5%. Total cost and local share is $400,000 and $20,000, respectively.		
SE Quad Apron-Phase 1	1,116,409	2,233,643
Reconstruct and develop of southeast quadrant apron including EA reimbursement. Alternative financing option. Current funding program is federal 48.7%, state 1.3%, local 50%. Total cost and local share for this project is $2,233,643 and $1,116,409.		
Rehab Hangar 9 Apron	42,500	850,000
Rehabilitate Hangar 9 Apron Current funding program is federal 90%, state 5%, local 5%. Total cost and local share for this project is $850,000 and $42,500.		

Total Project

"B" Projects
FY18 Proposed Budget

	Local Share	Cost
Acquire Avigation Easements-Phase 3	100,000	2,000,000

Acquire Avigation Easements-All Runway Approach Zones-phase 3.
Total cost and local share for this project is $2,000,000 and $100,000.
Current funding program is federal 90%, state 5%, local 5%.

	Local Share	Cost
Overlay East Access Road	22,500	225,000

Overlay East Quadrant Access Road (Tower Rd)
Current funding program is federal 0%, state 90%, local 10%.
Total cost and local share for this project is $225,000 and $22,500.

	Local Share	Cost
Develop NW Quad GA Apron-Phase 1	312,500	1,250,000

Sitework for northwest quad GA apron (phase 1) .
Total cost and local share is $1,250,000 and $312,500, respectively.
Current funding program is federal 0%, state 75%, local 25%.

	Local Share	Cost
EA for Land Acquisition	25,000	500,000

Environmental Assessment for Land Acquisition per ALP/Master Plan.
Total cost and local share for this project is $500,000 and $25,000.
Current funding program is federal 90%, state 5%, local 5%.

	Local Share	Cost
East Quad Apron-Phase 3	128,500	2,570,000

Construct east quadrant GA apron-phase 3
Current funding program is federal 90%, state 5%, local 5%.
Total cost and local share for this project is $2,570,000 and $128,500.

	Local Share	Cost
SW Quadrant Apron	137,500	550,000

SW quadrant apron construction.
Current funding program is federal 0%, state 75%, local 25%.
Total cost and local share for this project is $550,000 and $137,500.

	Local Share	Cost
Total Grant Service "B" projects-not included in proposed budget	**$ 2,316,936**	**$ 15,350,684**

Unrestricted Net Assets (Reserves) Available:

	Operating	Building Reserve	(CERF) Capital Reserve	Sewer Reserve	Total
Balances @ 4/30/16 (from audit)	1,640,454	120,158	774,836	414,194	2,949,643
FY17 Projected Results:					
Revenues	4,150,443			27,410	4,177,853
Operating Expenses	(2,595,369)				(2,595,369)
Other Income & Expense	19,478	647	2,304	1,070	23,499
Debt Service	(436,950)				(436,950)
Transfer to reserves	(500,000)	250,000	250,000	0	0
Grant revenue	983,642				983,642
Capital Improve (Facilities/Paving)	(207,700)	0		(44,258)	(251,958)
Capital Outlay (Vehicles/Equip)	(99,886)		(598,200)		(698,086)
Capital Construction	(38,759)				(38,759)
Grant Service "A" Projects	(489,616)				(489,616)
Capital Other	(148,500)				(148,500)
Projected results for FY17	636,783	250,647	(345,896)	(15,778)	525,757
Projected Running Balances @ 4/30/17	2,277,237	370,806	428,940	398,416	3,475,399
FY18 Budget:					
Revenue Budget	4,217,374			56,015	4,273,389
Operating Expenses	(3,049,790)				(3,049,790)
Other Income & Expense	1,150	1,291	2,965	1,170	6,577
Debt Service	(428,920)				(428,920)
Transfer to CERF	(250,000)		250,000		0
Transfer to Building Reserve	(250,000)	250,000			0
Capital Improve (Facilities/Paving)	(210,000)	0		0	(210,000)
Capital Outlay (Vehicles/Equip)	(1,360,585)		0		(1,360,585)
Capital Construction	(220,000)				(220,000)
Grant revenue	1,255,000				1,255,000
Grant Service "A" Projects	(619,865)				(619,865)
Capital Other	-				0
Projected results for FY18	**(915,636)**	**251,291**	**252,965**	**57,186**	**(354,194)**
Est Running Balances @ 4/30/18	**1,361,601**	**622,097**	**681,906**	**455,602**	**3,121,205**
Less 3 month operating reserve*	(762,447)				
Over/(short)	**599,153**				

* FY18 budgeted operating expenses times 25% as required by the Airport's business plan.

9C

Prospect Heights Police Department

City of Prospect Heights
14 East Camp McDonald Road, Prospect Heights Illinois, 60070
Office: 847/398-5511 FAX: 847/398-6080
www.prospect-heights.il.us

MEMORANDUM

Date: March 22, 2017

To: Joe Wade, City Administrator

From: Al Steffen, Chief of Police

Subject: **Administrative Adjudication**

Chapter 9-4-1 of the Prospect Heights Code outlines an Administrative Adjudication process which is currently limited to automated traffic law violations (Red Speed Camera violations). The City of Prospect Heights has the ability to widen the scope of the Administrative Adjudication process to include violations of local ordinances as an alternative to hearings for code compliance issues at the Rolling Meadows Circuit Court. A local adjudication hearing would create a more efficient way to enforce the City's municipal ordinances for a number of non-criminal violations as well as violations concerning property maintenance and building code. The current system involves referring such code violations to the District 3 Circuit Court when certain ordinance violations are issued as well as any which are contested, to include tickets issued for such municipal ordinance violations as illegal possession of alcohol or small amounts of substances containing cannabis (marijuana) and drug paraphernalia.

Establishing an Administrative Adjudication Hearing process for a wide range of municipal ordinance violations would safeguard a consistent quality of life for all Prospect Heights residents with additional objectives to include the reducing of time and travel to and from court, and repeat offenses through prompt compliance. An Administrative Adjudication hearing process is a civil proceeding and all persons found liable may only be fined and/or ordered to comply with City Codes. The City of Prospect Heights currently holds Administrative Adjudication hearings once a month at City Hall with City Prosecutor Guy Karm overseeing said proceedings.

The purpose of this memo is to request the City Council's support in receiving legal guidance and recommendations for an ordinance update, allowing for expansion of the Administrative Adjudication hearing process to include such ordinances as allowed under State Law.

Prospect Heights

City of Prospect Heights

Department of Building & Zoning
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070
Office:847/398-6070 x 211-FAX: 847/590-1854
www.prospect-heights.il.us

MEMORANDUM

Date: March 17, 2017

To: Mayor Helmer and City Council

Cc: Joe Wade. City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: Adopting Ordinance #17-02: An Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes

---

ISSUE: Amending and updating the City of Prospect Heights Building Code. The last time the City amended the Building Code was in 2006 with the adoption of the 2003 editions of the International Code Council Model Building Codes, 2002 NFPA National Electrical Code and the 2004 Illinois State Plumbing Code.

BACKGROUND: After evaluating the City's current adopted building code it became very apparent that the code was not current with industry standards and best practices. The current adopted building codes and amendments have not been reviewed or updated in over 10 years. There was considerable discrepancy between codes, as well as, significant redundancy between the local amendments and the printed model codes. Also, the City under the current adopted codes was not incompliance with the State of Illinois Energy Conservation Act or Illinois State Plumbing Code. Additionally, there were local amendments that were over 20 years old and not relevant or applicable.

Staff established the following objectives with the project to bring the City into current best practices.

A. Establish a committee format to review and make recommendations
B. Adopt a model code that was within one code update publication cycle with the International Code Council and National Electric Code. This is the current industry standard as outlined by the Insurance Services Office (ISO Building Code Effectiveness Grading Schedule.
C. To be incompliance with State of Illinois adopted laws.
D. Eliminate local amendments that were contradictory to the model code, redundant, overly restrictive and obsolete.
E. Ensure that the quality of construction, building and property preservation maintained to protect the health, safety and welfare of the community.

The proposed ordinance and recommended code amendments has met those objectives. I want to thank Alderman Williamson, Deputy Fire Chief Tim Jones, Assistant Director Darrell Taylor, Code Enforcement Officer Mike Porzycki, Thompson Elevator Service and the other professionals that assisted in this project.

The draft ordinance has been on file with the City Clerk for public viewing per City Code. The State of Illinois has also been properly notified of the pending code adoption as required by state law.

Staff is developing a public education plan to notify the builders, architects, business owners and residents of the new changes. This program will include the use of the Enews, City newsletter, PHTV, the City webpage, handouts and posters.

The planned implementation of the new code will be May 1, 2017.

RECOMMENDATION: That the City Council Adopt Ordinance #17-02 Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes.

ORDINANCE NO. 0-17-02

An Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes

---

WHEREAS, the City of Prospect Heights is authorized to adopt certain building regulations by reference pursuant to Section 1-3-2 of the Illinois Municipal Code, 65 ILCS 5/1-3-2;

WHEREAS, the City Council finds that the International Code Council (hereinafter "ICC") is a nationally recognized technical trade or service association in accord with Section 1-3-1(b) of the Illinois Municipal Code, 65 ILCS 5/1-3-1(b);

WHEREAS, the City Council finds that the National Fire Protection Association, Inc. (NFPA), is a nationally recognized technical trade or service association in accord with Section 1-3-1(b) of the Illinois Municipal Code, 65 ILCS 65/1-3-1(b);

WHEREAS, the City of Prospect Heights has adopted the 2003 ICC series of building codes, with amendments;

WHEREAS, the ICC has published the 2012 series of building codes; and

WHEREAS, the City Council of the City of Prospect Heights has reviewed the 2012 series of ICC building codes and determined in order to promote the public health, safety, and welfare, it is beneficial to adopt the 2012 ICC series of building codes, with certain amendments;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

Section 1. The City Council hereby finds and determines that the facts set forth in the preamble hereto are true and correct and hereby adopts same as part of this Ordinance.

Section 2. That the **Section 4-1-1** and **Section 4-1-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

> 4-1-1 Adoption of Building Code. A certain document, entitled the *International Building Code*, 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the building code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.
>
> 4-1-2 Additions and Amendments to the Model Code, *International Building Code*, 2012 edition, published by the International Code Council is amended as set forth on

Appendix A to this ordinance. When codified said Appendix A shall be printed in its entirety in the City Code below Section 4-1-2.

Section 3. That **Section 4-2-1** and **Section 4-2-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-2-1 Adoption of Residential Code. A certain document, entitled the *International Residential Code*, 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the building code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-2-2 Additions and Amendments to the Model Code. *International Residential Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix B** to this ordinance. When codified said Appendix B shall be printed in its entirety in the City Code below Section 4-2-2.

Section 4. That **Section 4-3-1** and **Section 4-2-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-3-1 Adoption of Mechanical Code. A certain document, entitled the *International Mechanical Code*, 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the building code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-3-2 Additions and Amendments to the Model Code. *International Mechanical Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix C** to this ordinance. When codified said Appendix C shall be printed in its entirety in the City Code below Section 4-3-2.

Section 5. That **Section 4-4-1** and **Section 4-4-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-4-1 Adoption of Plumbing Code. A certain document, entitled the *2014 State of Illinois Plumbing Code*, and all appendices thereto, published by the Illinois Department of Public Health, is hereby adopted.

4-4-2 Additions and Amendments to the Plumbing Code. The Plumbing code is amended as set forth on **Appendix D** to this ordinance. When codified said Appendix D shall be printed in its entirety in the City Code below Section 4-4-2.

Section 6. That **Section 4-4A-1** and **Section 4-4A-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-4A-1 Adoption of Electrical Code. A certain document, entitled the *National Electrical Code*, 2011 edition, and all appendices thereto, published by the International Code

Council, is hereby adopted as the building code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-3-2 Additions and Amendments to the Model Code. *National Electrical Code,* 2011 edition, and all appendices thereto, published by the National Fire Protection Association is amended as set forth on **Appendix E** to this ordinance. When codified said Appendix E shall be printed in its entirety in the City Code below Section 4-4A-2.

Section 7. That **Section 4-4B-1** and **Section 4-4B-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-4B-1: Adoption of Property Maintenance Code: A certain document, entitled the *International Property Maintenance Code,* 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the property maintenance code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-3B-2: Additions and Amendments to the Model Code. *International Property Maintenance Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix F** to this ordinance. When codified said Appendix F shall be printed in its entirety in the City Code below Section 4-4B-2.

Section 8. That **Section 4-4C-1** and **Section 4-4C-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-4C-1: Adoption of Fuel Gas Code: A certain document, entitled the *International Fuel Gas Code,* 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the property maintenance code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-3C-2: Additions and Amendments to the Model Code. *International Fuel Gas Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix G** to this ordinance. When codified said Appendix G shall be printed in its entirety in the City Code below Section 4-4C-2.

Section 9. That **Section 4-4D-1** and **Section 4-4D-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-4D-1: Adoption of Energy Conservation Code: A certain document, entitled the *International Energy Conservation Code,* 2015 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the property maintenance code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-3D-2: Additions and Amendments to the Model Code. *International Energy Conservation Code,* 2015 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix H** to this ordinance. When codified said Appendix H shall be printed in its entirety in the City Code below Section 4-4D-2.

Section 10. That **Section 4-11-1** and **Section 4-11-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-11-1: Adoption of Fire Code: A certain document, entitled the *International Fire Code,* 2012 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the property maintenance code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-11-2: Additions and Amendments to the Model Code. *International Fire Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix I** to this ordinance. When codified said Appendix I shall be printed in its entirety in the City Code below Section 4-11-2.

Section 11. That **Section 4-12-1** and **Section 4-12-2** of the Prospect Heights City Code, as amended, are further amended in their entirety so that the same shall be read as follows:

4-12-1: Adoption of Existing Structures Code: A certain document, entitled the *International Existing Building Code,* 2015 edition, and all appendices thereto, published by the International Code Council, is hereby adopted as the property maintenance code of the city of Prospect Heights. Three (3) copies of the document shall be kept on file with the city clerk.

4-12-2: Additions and Amendments to the Model Code. *International Existing Building Code,* 2012 edition, and all appendices thereto, published by the International Code Council is amended as set forth on **Appendix J** to this ordinance. When codified said Appendix J shall be printed in its entirety in the City Code below Section 4-12-2

Section 12. Existing Projects. This amendatory ordinance shall not apply to any project involving construction, repair or alteration of a structure in the City of Prospect Heights, for which a permit application has been submitted prior to May 1, 2017 in accord with Chapter 5 of Title 4 of the Prospect Heights City Code.

Section 13. This Ordinance shall be in full force and effect from and after its passage and approval and publication in pamphlet form as required by law.

PASSED and APPROVED this ______ day of April, 2017.

____

Mayor

ATTEST:

____

City Clerk

Ayes:

Nays:

Absent:

Published in pamphlet form:

Effective Date: May 1, 2017

12A

Resolution No. R-17-02

A Resolution Approving the FY18 Budget for Chicago Executive Airport

Whereas, the City of Prospect Heights and the Village of Wheeling have entered into an Intergovernmental Agreement dated July 1, 2005 for the organization, operation and maintenance of Chicago Executive Airport; and

Whereas, Section 4.G,3 of the said Agreement requires the Chicago Executive Airport Board to propose for approval by the municipalities an annual budget for the Chicago Executive Airport; and,

Whereas, the Airport staff has prepared and presented to the Board of Directors the proposed budget for fiscal year ending April 30, 2018; and,

Whereas, the Board of Directors of Chicago Executive Airport have reviewed the budget document in its entirety; and,

Whereas, the adoption of said budget constitutes the appropriation of monies for Chicago Executive Airport in the fiscal year ending April 30, 2018; and,

Whereas, the Board of Directors deems it in the best interest of Chicago Executive Airport to recommend said budget as prepared for approval;

Now, Therefore, Be It Resolved by the Mayor and City Council of the City of Prospect Heights, County Cook, State of Illinois, that the Annual Budget for fiscal year ending April 30, 2018, totaling $4,217,374 in revenues and $3,049,790 in expenses is hereby approved.

Passed and Approved this 27th day of March, 2017

____
Nicholas J. Helmer, Mayor

Attest:

____
City Clerk Morgan-Adams

Ayes:

Nays:

Absent:

12B/C

ORDINANCE NO. O-17-03
An Ordinance Amending Title 2
of the Prospect Heights City Code
(Chapter 3 – Liquor Control)

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

Section 1. That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-8, Classification of Licenses, Paragraph A of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold, underlined text so that the same shall be read as follows:

2-3-8: CLASSIFICATION OF LICENSES:

A. Class A Licenses: Class A licenses which shall authorize the retail sale on the premises specified of alcoholic liquor only for consumption on the premises. If the premises is a hotel, packaged liquor may be sold to guests of the hotel.

Class A-1 Licenses: Class A-1 licenses shall authorize the retail sales on the premises of beer and wine only for consumption on the premises in a bowling alley only.

Class A-2 Licenses: Class A-2 licenses shall authorize the retail sale on the premises specified of alcoholic liquor only for consumption on the premises.

Class A-3 Licenses: Class A-3 licenses shall authorize the retail sale on the premises specified of alcoholic liquor only for consumption on the premises during the hours set forth in section 2-3-9 of this chapter. The holder of a class A-3 license may petition the local liquor commissioner for a temporary extended hours permit to allow extended hours not later than four o'clock (4:00) A.M. on any one day Sunday through Thursday. Said petition must be in writing and delivered to the local liquor commissioner not less than fourteen (14) days prior to the date on which the licensee desires extended hours. An extended hours permit granted under this section shall be valid only for the single date specified on the permit. Extended hours under this subsection may be granted in the sole discretion of the local liquor commissioner and shall not be deemed a right of the licensee.

~~Class A-4 Licenses: Class A-4 licenses shall duplicate Class A licenses in all regards except for hours of operation.~~

Section 2. That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-9, Licenses; Classes, Fees, Limitations on Number and Hours of Operation, of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in underline text so that the same shall be read as follows:

2-3-9: LICENSES; CLASSES, FEES, LIMITATIONS ON NUMBER AND HOURS OF OPERATION:

A. For the annual license classification as described in section 2-3-8 of this chapter, the annual fee, the limitation on the outstanding number of such licenses and the hours of operation for each license shall be as provided in the following schedule:

Class Of License	Annual Fee	Limitation On Number	Monday Through Thursday	Friday	Saturday	Sunday
A	$3,300.00	5	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 3:00 A.M. Saturday	8:00 A.M. to 3:00 A.M. Sunday	12:00 noon to 2:00 A.M. following
A-1	1,650.00	0	12:00 noon to 12:00 midnight	12:00 noon to 12:00 midnight	12:00 noon to 12:00 midnight	
A-2	4,400.00	1	8:00 A.M. to 4:00 A.M. [2] following	8:00 A.M. to 4:00 A.M. Saturday	8:00 A.M. to 4:00 A.M. Sunday	12:00 noon to 3:00 A.M.
A-3	4,000.00	1	8:00 A.M. to 3:00 A.M.	8:00 A.M. to 4:00 A.M.	8:00 A.M. to 4:00 A.M.	12:00 noon to 3:00 A.M.
~~A-4~~	~~3,300.00~~	~~1~~	~~8:00 A.M. to 12:00 midnight~~	~~8:00 A.M. to 1:00 A.M. Saturday~~	~~8:00 a.m. to 1:00 A.M. Sunday~~	~~8:00 a.m. to 12:00 midnight following~~
B	2,200.00	7	8:00 A.M. to 12:00 midnight	8:00 A.M. to 12:00 midnight	8:00 A.M. to 12:00 midnight	9:00 A.M. to 12:00 midnight
B-1	1,925.00	3	11:00 A.M. to 12:00 midnight	11:00 A.M. to 12:00 midnight	8:00 A.M. to 12:00 midnight	9:00 A.M. to 12:00 midnight
B-2	2,200.00	1	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 2:00 A.M. ~~following~~ Saturday	8:00 A.M. to 2:00 A.M. ~~following~~ Sunday	12:00 noon to 2:00 A.M. following
C	3,300.00	2	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 3:00 A.M. Saturday	8:00 A.M. to 3:00 A.M. Sunday	12:00 noon to 2:00 A.M. following
C-1	1,650.00	6	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 3:00 A.M. Saturday	8:00 A.M. to 3:00 A.M. Sunday	12:00 noon to 2:00 A.M. following
C-2	3,300.00	1	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 3:00 A.M. Saturday	8:00 A.M. to 3:00 A.M. Sunday	12:00 noon to 2:00 A.M. following
C-3	1,650.00	1	8:00 A.M. to 12:00 midnight	8:00 A.M. to 1:00 A.M. Saturday	8:00 a.m. to 1:00 A.M. Sunday	8:00 a.m. to 12:00 midnight following
D	0	1	8:00 A.M. to 2:00 A.M. following	8:00 A.M. to 3:00 A.M. ~~following~~ Saturday	8:00 A.M. to 3:00 A.M. ~~following~~ Sunday	11:00 A.M. to 2:00 A.M. following
Daily	$55.00 fee plus $100.00 to $1,000.00 deposit					
SB	$440.00	3				9:00 A.M. to 12:00 noon

Notes:

1. The hours of operation for class A-2 licenses are 8:00 A.M. through 3:00 A.M. following on Mondays, notwithstanding the above schedule.

2. Daily liquor license deposit may be refunded subject to the discretion of local liquor control commissioner per subsection 2-3-8.I of this chapter.

B. Hours of operation for holidays are permitted as follows:

1. On the mornings of July 4, Memorial Day, Labor Day and Thanksgiving, the sale of alcoholic beverages is permitted as follows in the following classifications:

Class A	Until 3:00 A.M.
Class A-2	Until 4:00 A.M.
Class C	Until 3:00 A.M.
Daily	Until 1:00 A.M.

2. On December 31, the sale of alcoholic beverages is permitted as follows:

Class A	Until 3:00 A.M. January 1
Class A-2	Until 4:00 A.M. January 1
Class C	Until 3:00 A.M. January 1
Daily	Until 3:00 A.M. January 1

C. All patrons and customers shall leave the premises not later than ten (10) minutes following the closing hours stipulated above, excepting in establishments which are full service restaurants in which the service of alcoholic beverages is incidental and complementary to the service of meals; in

Section 3. This Ordinance shall be in full force and effect April 1, 2017 and after its passage and approval as required by law.

PASSED and APPROVED this 27th day of March, 2017.

Nicholas J. Helmer, Mayor

ATTEST:

____
Wendy Morgan-Adams, City Clerk

AYES:

NAYS:

ABSENT:

Published in pamphlet form: March 27, 2017

12D

ORDINANCE NO. O-17-04

An Ordinance Amending the Pay Plan

WHEREAS, pursuant to Section 1-7-1 of the Prospect Heights City Code, as amended, the City Council shall from time to time adopt an ordinance which sets forth the title of each employee position in the City, the number of authorized positions in each title and the salary range for every employment position in the City and such other information about each title or position as it deems necessary;

WHEREAS, the Mayor and City Council find it necessary and convenient to amend the pay plan as set forth on Exhibit A to this ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

SECTION 1. The Authorized Positions and Pay Plan ("Pay Plan"), attached as Exhibit A to this ordinance, is hereby approved and incorporated into this ordinance in full.

SECTION 2. The City Administrator is authorized and directed to implement the Pay Plan.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED and APPROVED this ____day of _______, 2017.

____
Nicholas J. Helmer, Mayor

ATTEST:

____
City Clerk

AYES:
NAYS:
ABSENT:

Published in pamphlet form:

Exhibit A—Authorized Positions and Pay Plan

Department	**Title**	**Authorized Positions**	**Salary Range** **Low – Mid – High**
Building & Development	Building & Development Director	1	$85,000 – $105,000 – $125,000
Building & Development	Code Enforcement Officer	1 ~~Part-Time~~	~~$20.00 - $27.50 - $35.00/hr~~ **$41,600 - $57,200 - $72,800**
Building & Development	~~Building Inspector/Plan Examiner~~ **Assistant Director**	1	$60,000 - $70,000 - $80,000
Building & Development	Health Inspector	0	Services currently provided by contractor.
Building & Development	Plumbing Inspector	0	Services currently provided by contractor.
Building & Development	Electrical Inspector	0	Services currently provided by contractor.
Building & Development	~~Assistant Director~~ **Building Inspector/Plan Examiner**	0	$55,000 - $67,500 - $75,000 Vacant and Not Funded
Building & Development	Building Inspector	~~1~~ **0**	Currently filled under Collective Bargaining Agreement If replaced, agreement states the position will not be filled under the collective bargaining agreement
Building & Development	Building and Development Administrative Assistant / Permit Coordinator	1	$40,000 - $52,500 - $65,000
Administration	City Administrator	1	Set by Action of the City Council
Administration	Assistant to the City Administrator	1	$60,000 – $72,500 – $85,000
Administration	Deputy Clerk	1 Part-Time	$20.00 – $26.00 – $32.00/hr

Department	**Title**	**Authorized Positions**	**Salary Range Low – Mid – High**
Administration	Administrative Assistant	1	$40,000 – $52,500 – $65,000
Administration	Finance Director	1 ~~Part-Time~~	~~$60.00 – $70.00 – $80.00/hr~~ **$90,000 – $110,000 – $130,000**
Administration	Senior Financial Analyst	1	$55,000 – $67,500 – $80,000
Administration	Financial Analyst	0	$45,000 – $57,500 – $70,000
Administration (NRC)	Intern	1	$10.00/hr
Administration	Intern	1	$10.00 - $12.50 - $15.00/hr
Police	Police Chief	1	$115,000 – $130,000 – $154,000
Police	Deputy Chief	1	$110,000 – $122,500 – $135,000
Police	Sergeants	5	Compensation Under Collective Bargaining Agreement
Police	Patrolman(Officers)	16	Compensation Under Collective Bargaining Agreement
Police	Patrolman Part Time	5	Compensation Under Collective Bargaining Agreement
Police	Records Supervisor	1	$55,000 – $67,500 – $80,000
Police	Desk Officers/Records Clerk	2	$40,000 – $52,500 – $65,000
Police	Financial Analyst	1	$45,000 – $57,500 – $70,000
Police	Part Time Desk Officers	3	$15.00 – $17.50 – $20.00/hr
Police	Technical Assistant	1	$25.00 – 27.50 – $30.00/hr
Police	Crossing guards	4 Part-Time	$22.00 – $26.00 – $30.00/hr
Police	Relief Guards	3 Part-Time	$22.00 – $26.00 – $30.00/hr
Police	Social Workers	0	Services currently provided by contractor.

Department	**Title**	**Authorized Positions**	**Salary Range** **Low – Mid – High**
Public Works	Public Works Director	0	\$85,000 – \$105,000 – \$125,000 **Vacant and Not Funded**
Public Works	Superintendent	1	Compensation Under Collective Bargaining Agreement
Public Works	Foreman	0	Compensation Under Collective Bargaining Agreement
Public Works	Crew Leader	1	Compensation Under Collective Bargaining Agreement
Public Works	Maintenance Worker	~~4~~ **2**	Compensation Under Collective Bargaining Agreement
Public Works	Mechanic	1	Compensation Under Collective Bargaining Agreement
Public Works	Water Operator	1	Compensation Under Collective Bargaining Agreement
Public Works	Seasonal Staff	2	\$10 - \$15 per hour

APPROVAL OF WARRANTS

14A

3/27/2017 COUNCIL MEETING		
Checks		
General Fund	$	67,341.97
MFT Fund		
Palatine/Milwaukee TIF		201.00
Tourism District		105.76
Development Fund		
DEA Fund		
Solid Waste Fund		
S S Area #1		
S S Area #2		
S S Area #3		
S S Area #4		
S S Area #5		87.29
S S Area #8 - Levee Wall #37		216.99
S S Area-Constr#6(Water Main)		
S S Area-Debt#6		
Road Construction		
Road Construction Debt		
Water Fund		18,459.41
Parking Fund		369.15
Sanitary Sewer Fund		2,426.30
Road/Building Bond Escrow		
Police Pension		
TOTAL	$	**89,207.87**
Wire Payments		
3/17/2017 Payroll Posting		131,954.87
3/22/2017 Police Pension Payment		45,363.24
Total Warrant	$	**266,525.98**

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	67,341.97	6,118.00	
PALATINE/MILWAUKEE TIF FUND			
Total PALATINE/MILWAUKEE TIF FUND:	201.00	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	105.76	.00	
SSA #5			
Total SSA #5:	87.29	.00	
SSA #8			
Total SSA #8:	216.99	.00	
WATER FUND			
Total WATER FUND:	18,459.41	.00	
PARKING FUND			
Total PARKING FUND:	369.15	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	2,426.30	.00	
Grand Totals:	89,207.87	6,118.00	

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
121 ELEVATOR INCORPORATE	2513	MTC CONTRACT FOR CH & PD	03/17/2017	01-350-5104	1,134.00	.00	
Total 121 ELEVATOR INCORPORATED:					1,134.00	.00	
ADVANTAGE MARKETING GRO	30253	POSTCARD FOR TOWN HALL M	03/20/2017	53-300-5100	1,125.00	.00	
ADVANTAGE MARKETING GRO	30253-P	SEWER RATE REVIEW POSTCA	03/16/2017	53-300-5100	1,091.42	.00	
Total ADVANTAGE MARKETING GROUP LTD:					2,216.42	.00	
AMERICAN ASSOCIATION OF C	2017 PETERS	MEMBERSHIP - PETERSON	03/17/2017	01-340-5310	75.00	.00	
Total AMERICAN ASSOCIATION OF CODE ENFORCEMENT:					75.00	.00	
AT&T	847255912803/	SCADA LINE	03/01/2017	51-300-5410	68.58	.00	
AT&T	847398608003/	PD FAX #3493	03/10/2017	01-320-5410	38.98	.00	
AT&T	847398616003/	CH ALARM LINES #5533	03/10/2017	01-320-5410	127.67	.00	
AT&T	847465118003/	PD SUBSTATION RING DOWN #	03/10/2017	01-320-5410	77.66	.00	
Total AT&T:					312.89	.00	
AT&T LONG DISTANCE	03/04/2017	LONG DISTANCE STATEMENT	03/04/2017	01-320-5410	36.08	.00	
Total AT&T LONG DISTANCE:					36.08	.00	
BP CAR WASH	031617	PD CAR WASHES	03/16/2017	01-360-5321	80.50	.00	
Total BP CAR WASH:					80.50	.00	
COMCAST	02/13-04/12/17	PW SERVICE #8066	03/06/2017	01-320-5410	479.70	.00	
COMCAST	02/13-04/12/17	LATE FEE	03/06/2017	01-350-5411	9.50	.00	
COMCAST	03/19/17-04/18	PW SERVICE #5960	03/12/2017	01-320-5410	4.20	.00	
COMCAST	03/22-04/21/17	CH SVC #0510	03/15/2017	01-320-5410	254.85	.00	
Total COMCAST:					748.25	.00	
COMED I	02/13/17-03/14	WATER 1823083040	03/14/2017	51-300-5410	31.69	.00	
COMED I	02/13/17-3/14/	11 E CAMP MCDONALD SERVIC	03/14/2017	01-320-5410	36.99	.00	
COMED I	1/13/17-3/14/1	IRIGATION SYSTEM-604 MILWA	03/14/2017	13-300-5108	73.62	.00	
COMED I	2/13/17-3/14/1	1250 RIVER RD IRIGATION SYS	03/14/2017	13-300-5108	32.14	.00	
Total COMED I:					174.44	.00	
CONSERV FS INC.	102004735	GASOLINE	03/10/2017	01-350-5751	1,935.77	.00	
Total CONSERV FS INC.:					1,935.77	.00	
CONSTELLATION NEWENERGY	0038271896	WATER #0179716002	03/07/2017	51-300-5410	1,353.98	.00	
CONSTELLATION NEWENERGY	0038407214	STRTS #0924068002	03/14/2017	01-350-5411	143.43	.00	
CONSTELLATION NEWENERGY	0038460772	SSA#8 #0122149053	03/17/2017	28-300-5100	98.99	.00	
CONSTELLATION NEWENERGY	0038460864	SSA#5 #2048011018	03/17/2017	25-300-5050	31.12	.00	
CONSTELLATION NEWENERGY	0038460910	STRTS #4395721010	03/17/2017	01-350-5411	45.48	.00	
CONSTELLATION NEWENERGY	0038460922	METRA #2443144010	03/17/2017	52-300-5410	200.78	.00	
CONSTELLATION NEWENERGY	0038461001	METRA #4311103003	03/17/2017	52-300-5410	168.37	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
CONSTELLATION NEWENERGY	0038461019	SSA#5 #3963129118	03/17/2017	25-300-5050	56.17	.00	
Total CONSTELLATION NEWENERGY INC.:					2,098.32	.00	
CORINNE FRANK-WATSON	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	125.00	.00	
Total CORINNE FRANK-WATSON:					125.00	.00	
DANIELLE DASH	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	360.00	.00	
Total DANIELLE DASH:					360.00	.00	
DE LAGE LANDEN FINANCIAL S	53755200	CH COPIER	03/11/2017	01-320-5220	1,266.72	.00	
Total DE LAGE LANDEN FINANCIAL SERVICES INC:					1,266.72	.00	
FRANCZEK RADELET	174098	LABOR LEGAL FEES	03/10/2017	01-320-5123	552.00	.00	
Total FRANCZEK RADELET:					552.00	.00	
GEORGE WIENOLD	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	150.00	.00	
Total GEORGE WIENOLD:					150.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	GENERAL ENGINEERING	03/15/2017	01-340-5110	1,415.90	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	LOT GRADING REVIEWS & VISI	03/15/2017	01-340-5111	246.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	CRS UPDATE	03/15/2017	01-350-5100	134.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	TIF DISTRICT PROJECTS	03/15/2017	12-300-5100	201.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	DRAINAGE IMPROVEMENTS	03/15/2017	01-340-5110	871.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	GIS UPDATES	03/15/2017	01-350-5100	929.00	.00	
GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	PVMNT CONDITION RATING ST	03/15/2017	01-340-5110	3,215.00	.00	
Total GEWALT HAMILTON ASSOCIATES INC.:					7,011.90	.00	
IL CITY-COUNTY MANAGEMEN	778	JOB POSTING - FINANCE DIRE	03/16/2017	01-320-5100	50.00	.00	
Total IL CITY-COUNTY MANAGEMENT ASSOCIATION:					50.00	.00	
IL DIRECTOR OF EMPLOYMEN	9/18/16-12/24/	BLDG & ZONING UNEMPLOYME	03/13/2017	01-340-4120	6,118.00	6,118.00	03/14/2017
Total IL DIRECTOR OF EMPLOYMENT SECURITY:					6,118.00	6,118.00	
ILLINOIS PUBLIC WORKS MUTU	2322	2017 PW MEMBERSHIP DUES	02/25/2017	01-350-5310	250.00	.00	
Total ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK:					250.00	.00	
ILLINOIS SECTION AWWA	200028468	4/18/17 DISTRIBUTION CONFER	03/17/2017	51-300-5330	110.00	.00	
Total ILLINOIS SECTION AWWA:					110.00	.00	
ILLINOIS-AMERICAN WATER C	2/1/17-2/28/17	WTR 1025-210004321674	03/02/2017	51-300-5412	14,611.62	.00	
Total ILLINOIS-AMERICAN WATER CO.:					14,611.62	.00	
JACKSON LEWIS P.C.	6902278	LEGAL SERVICES	03/21/2017	01-320-5120	9,745.00	.00	
Total JACKSON LEWIS P.C.:					9,745.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
JEROME J MEYER	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	01-310-4000	550.00	.00	
Total JEROME J MEYER:					550.00	.00	
JG UNIFORMS INC	15571	PD UNIFORMS	03/09/2017	01-360-5741	493.50	.00	
JG UNIFORMS INC	15744	PD UNIFORMS	03/13/2017	01-360-5741	184.59	.00	
JG UNIFORMS INC	15745	PD UNIFORMS	03/13/2017	01-360-5741	166.90	.00	
Total JG UNIFORMS INC:					844.99	.00	
JOE FIORITO	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	01-310-4000	400.00	.00	
Total JOE FIORITO:					400.00	.00	
JON C. TAMMEN	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	225.00	.00	
Total JON C. TAMMEN:					225.00	.00	
JOURNAL & TOPICS NEWSPAP	172719	PD LEGALS-AMENDMENT TO R	03/01/2017	01-360-5100	36.76	.00	
JOURNAL & TOPICS NEWSPAP	172752	PZBA LEGALS	03/08/2017	01-340-5222	144.36	.00	
JOURNAL & TOPICS NEWSPAP	172753	PZBA LEGALS	03/08/2017	01-340-5222	144.36	.00	
Total JOURNAL & TOPICS NEWSPAPERS INC.:					325.48	.00	
JUDY'S LETTER & SECRETARIA	0337-17	ENVELOPE PRINTING	03/08/2017	01-320-5700	105.00	.00	
Total JUDY'S LETTER & SECRETARIAL:					105.00	.00	
JULIE INC	2017-1362/2	2ND QTR ASSESSMENT - 2017	01/09/2017	01-320-5410	1,127.10	.00	
Total JULIE INC:					1,127.10	.00	
LEXISNEXIS RISK SOLUTIONS	1290571-2017	MONTHLY ACTIVITY	01/31/2017	01-360-5100	180.07	.00	
LEXISNEXIS RISK SOLUTIONS	1290571-2017	MONTHLY ACTIVITY	02/28/2017	01-360-5100	182.07	.00	
Total LEXISNEXIS RISK SOLUTIONS:					362.14	.00	
LOGSDON OFFICE SUPPLY	0993839-001	CH OFFICE SUPPLIES	03/09/2017	01-320-5700	32.00	.00	
LOGSDON OFFICE SUPPLY	0994038-001	CH OFFICE SUPPLIES	03/13/2017	01-320-5700	29.36	.00	
LOGSDON OFFICE SUPPLY	0994438-001	CH OFFICE SUPPLIES	03/17/2017	01-320-5700	27.20	.00	
Total LOGSDON OFFICE SUPPLY:					88.56	.00	
MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	01-320-4110	35.24	.00	
MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	01-340-4110	8.25	.00	
MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	01-350-4110	41.20	.00	
MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	01-360-4110	171.85	.00	
MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	51-300-4110	11.71	.00	
Total MADISON NATIONAL LIFE:					268.25	.00	
MARK ROSCOE	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	175.00	.00	
Total MARK ROSCOE:					175.00	.00	
MENARDS	91291	VEH MTC SUPPLIES	03/09/2017	01-350-5020	37.27	.00	
MENARDS	91291	PW OPERATING SUPPLIES	03/09/2017	01-350-5710	83.56	.00	
MENARDS	91301	VEH MTC SUPPLIES	03/09/2017	01-350-5020	6.57	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
MENARDS	91301	PW OPERATING SUPPLIES	03/09/2017	01-350-5710	20.97	.00	
Total MENARDS:					148.37	.00	
METROPOLITAN INDUSTRIES I	0000317830	PUMP STATION TAGS	12/28/2016	51-300-5100	95.00	.00	
METROPOLITAN INDUSTRIES I	0000317830	PUMP STATION TAGS	12/28/2016	28-300-5100	118.00	.00	
Total METROPOLITAN INDUSTRIES INC:					213.00	.00	
MICHAEL PORZYCKI	2/11-3/10/17	CELL PHONE REIMBURSEMEN	03/17/2017	01-340-5100	53.66	.00	
Total MICHAEL PORZYCKI:					53.66	.00	
MICHAEL WESTERHOF	3/14/17	REFUND FOR OVERPAYMENT	03/14/2017	01-380-5970	75.00	.00	
Total MICHAEL WESTERHOF:					75.00	.00	
MIKE SMITH	01/01-3/13	DEPENDENT CARE REIMBURS	03/13/2017	01-000-2060	2,404.00	.00	
MIKE SMITH	01/03-01/17	MEDICAL FLEX SPENDING REI	03/11/2017	01-000-2061	500.00	.00	
Total MIKE SMITH:					2,904.00	.00	
MOE FUNDS	05/2017	HEALTH/DENTAL INS PREMIUM	03/22/2017	01-350-4100	9,625.00	.00	
MOE FUNDS	05/2017	HEALTH/DENTAL INS PREMIUM	03/22/2017	51-300-4100	1,925.00	.00	
Total MOE FUNDS:					11,550.00	.00	
N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	01-320-4100	360.00	.00	
N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	01-340-4100	398.00	.00	
N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	01-360-4100	3,394.00	.00	
N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	51-300-4100	86.00	.00	
N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	01-370-4101	52.00	.00	
Total N SUB EMPL DENTAL BENEFIT COOP:					4,290.00	.00	
NAPA-HEIGHTS AUTOMOTIVE	02/28/2017	VEH MTC SUPPLIES	02/28/2017	01-350-5020	117.87	.00	
Total NAPA-HEIGHTS AUTOMOTIVE:					117.87	.00	
NICHOLAS J. HELMER	3/10/17	MILEAGE FOR MEETING	03/10/2017	01-310-5300	33.48	.00	
Total NICHOLAS J. HELMER:					33.48	.00	
NICOR GAS	1/23/17-2/23/1	CH 20-93-79-2787 7	02/23/2017	01-320-5410	440.65	.00	
NICOR GAS	1/24/17-2/24/1	WTR 70-06-34-0000 9	02/24/2017	51-300-5410	165.83	.00	
Total NICOR GAS:					606.48	.00	
NORTHWEST ELECTRICAL SUP	17316945	PW OPERATING SUPPLIES	03/10/2017	01-350-5710	75.85	.00	
Total NORTHWEST ELECTRICAL SUPPLY CO:					75.85	.00	
OFFICE FURNITURE RESOURC	INV1008591	AV ROOM FURNITURE	02/07/2017	01-310-7020	145.00	.00	
Total OFFICE FURNITURE RESOURCES:					145.00	.00	
OMNI YOUTH SERVICES INC.	10COPH17	VOCA GRANT EXPENSE	03/15/2017	01-390-5910	6,673.67	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total OMNI YOUTH SERVICES INC.:					6,673.67	.00	
PADDOCK PUBLICATIONS INC	T4466129	LEGAL NOTICE BUDGET HEARI	03/11/2017	01-320-5222	37.80	.00	
Total PADDOCK PUBLICATIONS INC:					37.80	.00	
PATRICIA PORZYCKI	3/18/2017	INTERN AT CITY HALL	03/18/2017	01-320-5100	468.00	.00	
Total PATRICIA PORZYCKI:					468.00	.00	
PRECISION SVC & PARTS INC	2/28/17	VEH MAINT SUPPLIES	02/28/2017	01-350-5020	290.10	.00	
Total PRECISION SVC & PARTS INC:					290.10	.00	
PRO DATA PAYROLL SERVICE	379935	PAYROLL PROCESSING	03/14/2017	01-320-5540	406.05	.00	
Total PRO DATA PAYROLL SERVICES INC.:					406.05	.00	
READY PRESS LLC	79029	BUSINESS CARDS - MAYOR HE	03/13/2017	01-310-5100	120.00	.00	
READY PRESS LLC	79056	B&Z BUSINESS CARDS	03/20/2017	01-340-5221	55.00	.00	
Total READY PRESS LLC:					175.00	.00	
RICHARD TIBBITS	3/17/17	AV ROOM EQUIPMENT	03/17/2017	01-310-7020	305.04	.00	
Total RICHARD TIBBITS:					305.04	.00	
RUSSO POWER EQUIPMENT IN	3813002	PW OPERATING SUPPLIES	03/17/2017	01-350-5710	379.92	.00	
Total RUSSO POWER EQUIPMENT INC.:					379.92	.00	
SAFEBUILT INC.	0028763-IN	2/2017 HOURLY INSPECTION S	02/28/2017	01-340-5100	1,677.00	.00	
Total SAFEBUILT INC.:					1,677.00	.00	
SCALAMBRINO & ARNOFF, LLP	3/8/17	LEGAL SERVICES	03/08/2017	01-320-5120	109.50	.00	
Total SCALAMBRINO & ARNOFF, LLP:					109.50	.00	
SCOTT DEGRAF	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	225.00	.00	
Total SCOTT DEGRAF:					225.00	.00	
SECRETARY OF STATE	GB82729	TITLE FOR POLICE VEHICLE	03/15/2017	01-360-5321	95.00	.00	
SECRETARY OF STATE	GB82730	TITLE FOR POLICE VEHICLE	03/15/2017	01-360-5321	95.00	.00	
Total SECRETARY OF STATE:					190.00	.00	
SHARON HOFFMAN	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	01-310-4000	440.00	.00	
Total SHARON HOFFMAN:					440.00	.00	
TIM JONES	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	01-310-4000	100.00	.00	
Total TIM JONES:					100.00	.00	
VERIZON WIRELESS	9781902026	PD AIRCARDS	03/10/2017	01-360-5610	651.76	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total VERIZON WIRELESS:					651.76	.00	
VISO GRAPHIC INC	206968	2017 FIELD DIRECTORY BOOK	01/24/2017	01-360-5221	1,052.57	.00	
Total VISO GRAPHIC INC:					1,052.57	.00	
WAREHOUSE DIRECT OFFICE	3397038-0	CH OFFICE SUPPLIES	03/03/2017	01-320-5700	133.42	.00	
WAREHOUSE DIRECT OFFICE	3403163-0	PW OPERATING SUPPLIES	03/09/2017	01-350-5710	849.88	.00	
WAREHOUSE DIRECT OFFICE	3410635-0	CH OFFICE SUPPLIES	03/15/2017	01-320-5700	116.15	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					1,099.45	.00	
WATER PRODUCTS COMPANY	0272046	MAN HOLE HOOKS	03/15/2017	53-300-5100	209.88	.00	
Total WATER PRODUCTS COMPANY OF AURORA INC.:					209.88	.00	
XTIVITY SOLUTIONS INC.	410	2/2017 MONTHLY VOIP SERVIC	03/22/2017	01-320-5410	870.99	.00	
Total XTIVITY SOLUTIONS INC.:					870.99	.00	
Grand Totals:					89,207.87	6,118.00	

Dated: ______________________________

Mayor: ______________________________

City Council: ______________________________

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City Recorder: ______________________________

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Paid and unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2060 WITHHOLDING FLEX DE	MIKE SMITH	01/01-3/13	DEPENDENT CARE REIMBURS	03/13/2017	2,404.00	.00	
01-000-2061 WITHHOLDING FLEX ME	MIKE SMITH	01/03-01/17	MEDICAL FLEX SPENDING REI	03/11/2017	500.00	.00	
Total :					2,904.00	.00	
CITY COUNCIL & BOARDS							
01-310-4000 WAGES	CORINNE FRANK-WATSON	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	125.00	.00	
01-310-4000 WAGES	DANIELLE DASH	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	360.00	.00	
01-310-4000 WAGES	GEORGE WIENOLD	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	150.00	.00	
01-310-4000 WAGES	JEROME J MEYER	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	550.00	.00	
01-310-4000 WAGES	JOE FIORITO	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	400.00	.00	
01-310-4000 WAGES	JON C. TAMMEN	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	225.00	.00	
01-310-4000 WAGES	MARK ROSCOE	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	175.00	.00	
01-310-4000 WAGES	SCOTT DEGRAF	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	225.00	.00	
01-310-4000 WAGES	SHARON HOFFMAN	2016 MEETIN	2016 F&P COMMISSION MEETI	03/22/2017	440.00	.00	
01-310-4000 WAGES	TIM JONES	2016 PZBA	2016 PZBA MEETING ATTENDA	03/22/2017	100.00	.00	
01-310-5100 PROFESSIONAL SERVIC	READY PRESS LLC	79029	BUSINESS CARDS - MAYOR HE	03/13/2017	120.00	.00	
01-310-5300 ALDERMANIC EXPENSE	NICHOLAS J. HELMER	3/10/17	MILEAGE FOR MEETING	03/10/2017	33.48	.00	
01-310-7020 EQUIPMENT	OFFICE FURNITURE RESOURC	INV1008591	AV ROOM FURNITURE	02/07/2017	145.00	.00	
01-310-7020 EQUIPMENT	RICHARD TIBBITS	3/17/17	AV ROOM EQUIPMENT	03/17/2017	305.04	.00	
Total CITY COUNCIL & BOARDS:					3,353.52	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	360.00	.00	
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	35.24	.00	
01-320-5100 PROFESSIONAL SERVIC	IL CITY-COUNTY MANAGEMEN	778	JOB POSTING - FINANCE DIRE	03/16/2017	50.00	.00	
01-320-5100 PROFESSIONAL SERVIC	PATRICIA PORZYCKI	3/18/2017	INTERN AT CITY HALL	03/18/2017	468.00	.00	
01-320-5120 CITY ATTORNEY	JACKSON LEWIS P.C.	6902278	LEGAL SERVICES	03/21/2017	9,745.00	.00	
01-320-5120 CITY ATTORNEY	SCALAMBRINO & ARNOFF, LLP	3/8/17	LEGAL SERVICES	03/08/2017	109.50	.00	
01-320-5123 LABOR ATTORNEY	FRANCZEK RADELET	174098	LABOR LEGAL FEES	03/10/2017	552.00	.00	
01-320-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	53755200	CH COPIER	03/11/2017	1,266.72	.00	
01-320-5222 LEGAL NOTICES	PADDOCK PUBLICATIONS INC	T4466129	LEGAL NOTICE BUDGET HEARI	03/11/2017	37.80	.00	
01-320-5410 UTILITIES	AT&T	847398608003/	PD FAX #3493	03/10/2017	38.98	.00	
01-320-5410 UTILITIES	AT&T	847398616003/	CH ALARM LINES #5533	03/10/2017	127.67	.00	
01-320-5410 UTILITIES	AT&T	847465118003/	PD SUBSTATION RING DOWN #	03/10/2017	77.66	.00	
01-320-5410 UTILITIES	AT&T LONG DISTANCE	03/04/2017	LONG DISTANCE STATEMENT	03/04/2017	36.08	.00	
01-320-5410 UTILITIES	COMCAST	02/13-04/12/17	PW SERVICE #8066	03/06/2017	479.70	.00	
01-320-5410 UTILITIES	COMCAST	03/19/17-04/18	PW SERVICE #5960	03/12/2017	4.20	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-320-5410 UTILITIES	COMCAST	03/22-04/21/17	CH SVC #0510	03/15/2017	254.85	.00	
01-320-5410 UTILITIES	COMED I	02/13/17-3/14/	11 E CAMP MCDONALD SERVIC	03/14/2017	36.99	.00	
01-320-5410 UTILITIES	JULIE INC	2017-1362/2	2ND QTR ASSESSMENT - 2017	01/09/2017	1,127.10	.00	
01-320-5410 UTILITIES	NICOR GAS	1/23/17-2/23/1	CH 20-93-79-2787 7	02/23/2017	440.65	.00	
01-320-5410 UTILITIES	XTIVITY SOLUTIONS INC.	410	2/2017 MONTHLY VOIP SERVIC	03/22/2017	870.99	.00	
01-320-5540 PAYROLL SERVICE FEE	PRO DATA PAYROLL SERVICE	379935	PAYROLL PROCESSING	03/14/2017	406.05	.00	
01-320-5700 OFFICE SUPPLIES	JUDY'S LETTER & SECRETARIA	0337-17	ENVELOPE PRINTING	03/08/2017	105.00	.00	
01-320-5700 OFFICE SUPPLIES	LOGSDON OFFICE SUPPLY	0993839-001	CH OFFICE SUPPLIES	03/09/2017	32.00	.00	
01-320-5700 OFFICE SUPPLIES	LOGSDON OFFICE SUPPLY	0994038-001	CH OFFICE SUPPLIES	03/13/2017	29.36	.00	
01-320-5700 OFFICE SUPPLIES	LOGSDON OFFICE SUPPLY	0994438-001	CH OFFICE SUPPLIES	03/17/2017	27.20	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	3397038-0	CH OFFICE SUPPLIES	03/03/2017	133.42	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	3410635-0	CH OFFICE SUPPLIES	03/15/2017	116.15	.00	
Total ADMINISTRATION:					16,968.31	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	398.00	.00	
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	8.25	.00	
01-340-4120 UNEMPLOYMENT	IL DIRECTOR OF EMPLOYMEN	9/18/16-12/24/	BLDG & ZONING UNEMPLOYME	03/13/2017	6,118.00	6,118.00	03/14/2017
01-340-5100 PROFESSIONAL SERVIC	MICHAEL PORZYCKI	2/11-3/10/17	CELL PHONE REIMBURSEMEN	03/17/2017	53.66	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0028763-IN	2/2017 HOURLY INSPECTION S	02/28/2017	1,677.00	.00	
01-340-5110 ENGINEERING	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	GENERAL ENGINEERING	03/15/2017	1,415.90	.00	
01-340-5110 ENGINEERING	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	DRAINAGE IMPROVEMENTS	03/15/2017	871.00	.00	
01-340-5110 ENGINEERING	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	PVMNT CONDITION RATING ST	03/15/2017	3,215.00	.00	
01-340-5111 BILLABLE ENGINEERING	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	LOT GRADING REVIEWS & VISI	03/15/2017	246.00	.00	
01-340-5221 PRINTING	READY PRESS LLC	79056	B&Z BUSINESS CARDS	03/20/2017	55.00	.00	
01-340-5222 LEGAL NOTICES	JOURNAL & TOPICS NEWSPAP	172752	PZBA LEGALS	03/08/2017	144.36	.00	
01-340-5222 LEGAL NOTICES	JOURNAL & TOPICS NEWSPAP	172753	PZBA LEGALS	03/08/2017	144.36	.00	
01-340-5310 MEMBERSHIPS	AMERICAN ASSOCIATION OF C	2017 PETERS	MEMBERSHIP - PETERSON	03/17/2017	75.00	.00	
Total BUILDING DEPARTMENT:					14,421.53	6,118.00	
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	MOE FUNDS	05/2017	HEALTH/DENTAL INS PREMIUM	03/22/2017	9,625.00	.00	
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	41.20	.00	
01-350-5020 VEHICLE MAINTENANCE	MENARDS	91291	VEH MTC SUPPLIES	03/09/2017	37.27	.00	
01-350-5020 VEHICLE MAINTENANCE	MENARDS	91301	VEH MTC SUPPLIES	03/09/2017	6.57	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	02/28/2017	VEH MTC SUPPLIES	02/28/2017	117.87	.00	
01-350-5020 VEHICLE MAINTENANCE	PRECISION SVC & PARTS INC	2/28/17	VEH MAINT SUPPLIES	02/28/2017	290.10	.00	
01-350-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	CRS UPDATE	03/15/2017	134.00	.00	
01-350-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	GIS UPDATES	03/15/2017	929.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-350-5104 PROF SERVICES - BUILD	121 ELEVATOR INCORPORATE	2513	MTC CONTRACT FOR CH & PD	03/17/2017	1,134.00	.00	
01-350-5310 MEMBERSHIPS	ILLINOIS PUBLIC WORKS MUTU	2322	2017 PW MEMBERSHIP DUES	02/25/2017	250.00	.00	
01-350-5411 WATER AND ELECTRIC	COMCAST	02/13-04/12/17	LATE FEE	03/06/2017	9.50	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	0038407214	STRTS #0924068002	03/14/2017	143.43	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	0038460910	STRTS #4395721010	03/17/2017	45.48	.00	
01-350-5710 OPERATING SUPPLIES	MENARDS	91291	PW OPERATING SUPPLIES	03/09/2017	83.56	.00	
01-350-5710 OPERATING SUPPLIES	MENARDS	91301	PW OPERATING SUPPLIES	03/09/2017	20.97	.00	
01-350-5710 OPERATING SUPPLIES	NORTHWEST ELECTRICAL SUP	17316945	PW OPERATING SUPPLIES	03/10/2017	75.85	.00	
01-350-5710 OPERATING SUPPLIES	RUSSO POWER EQUIPMENT IN	3813002	PW OPERATING SUPPLIES	03/17/2017	379.92	.00	
01-350-5710 OPERATING SUPPLIES	WAREHOUSE DIRECT OFFICE	3403163-0	PW OPERATING SUPPLIES	03/09/2017	849.88	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102004735	GASOLINE	03/10/2017	1,935.77	.00	
Total PUBLIC WORKS:					16,109.37	.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	3,394.00	.00	
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	171.85	.00	
01-360-5100 PROFESSIONAL SERVIC	JOURNAL & TOPICS NEWSPAP	172719	PD LEGALS-AMENDMENT TO R	03/01/2017	36.76	.00	
01-360-5100 PROFESSIONAL SERVIC	LEXISNEXIS RISK SOLUTIONS	1290571-2017	MONTHLY ACTIVITY	01/31/2017	180.07	.00	
01-360-5100 PROFESSIONAL SERVIC	LEXISNEXIS RISK SOLUTIONS	1290571-2017	MONTHLY ACTIVITY	02/28/2017	182.07	.00	
01-360-5221 PRINTING	VISO GRAPHIC INC	206968	2017 FIELD DIRECTORY BOOK	01/24/2017	1,052.57	.00	
01-360-5321 AUTO EXPENSE	BP CAR WASH	031617	PD CAR WASHES	03/16/2017	80.50	.00	
01-360-5321 AUTO EXPENSE	SECRETARY OF STATE	GB82729	TITLE FOR POLICE VEHICLE	03/15/2017	95.00	.00	
01-360-5321 AUTO EXPENSE	SECRETARY OF STATE	GB82730	TITLE FOR POLICE VEHICLE	03/15/2017	95.00	.00	
01-360-5610 EQUIPMENT MAINTENA	VERIZON WIRELESS	9781902026	PD AIRCARDS	03/10/2017	651.76	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	15571	PD UNIFORMS	03/09/2017	493.50	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	15744	PD UNIFORMS	03/13/2017	184.59	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	15745	PD UNIFORMS	03/13/2017	166.90	.00	
Total PUBLIC SAFETY:					6,784.57	.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	52.00	.00	
Total REIMBURSABLE EXP:					52.00	.00	
OTHER EXPENSES							
01-380-5970 REFUNDS	MICHAEL WESTERHOF	3/14/17	REFUND FOR OVERPAYMENT	03/14/2017	75.00	.00	
Total OTHER EXPENSES:					75.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GRANTS							
01-390-5910 GRANT - VOCA EXPENS	OMNI YOUTH SERVICES INC.	10COPH17	VOCA GRANT EXPENSE	03/15/2017	6,673.67	.00	
Total GRANTS:					6,673.67	.00	
Total GENERAL FUND:					67,341.97	6,118.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PALATINE/MILWAUKEE TIF FUND							
EXPENSES							
12-300-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	THRU 2/19/17	TIF DISTRICT PROJECTS	03/15/2017	201.00	.00	
Total EXPENSES:					201.00	.00	
Total PALATINE/MILWAUKEE TIF FUND:					201.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT							
EXPENSES							
13-300-5108 BEAUTIFICATION	COMED I	1/13/17-3/14/1	IRIGATION SYSTEM-604 MILWA	03/14/2017	73.62	.00	
13-300-5108 BEAUTIFICATION	COMED I	2/13/17-3/14/1	1250 RIVER RD IRIGATION SYS	03/14/2017	32.14	.00	
Total EXPENSES:					105.76	.00	
Total TOURISM DISTRICT:					105.76	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #5							
EXPENSES							
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	0038460864	SSA#5 #2048011018	03/17/2017	31.12	.00	
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	0038461019	SSA#5 #3963129118	03/17/2017	56.17	.00	
Total EXPENSES:					87.29	.00	
Total SSA #5:					87.29	.00	

GL Account and Title		Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #8								
EXPENSES								
28-300-5100	PROFESSIONAL SERVIC	CONSTELLATION NEWENERGY	0038460772	SSA#8 #0122149053	03/17/2017	98.99	.00	
28-300-5100	PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	0000317830	PUMP STATION TAGS	12/28/2016	118.00	.00	
Total EXPENSES:						216.99	.00	
Total SSA #8:						216.99	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND							
EXPENSES							
51-300-4100 HEALTH INSURANCE	MOE FUNDS	05/2017	HEALTH/DENTAL INS PREMIUM	03/22/2017	1,925.00	.00	
51-300-4100 HEALTH INSURANCE	N SUB EMPL DENTAL BENEFIT	APR-17	DENTAL & VISION INSURANCE	03/10/2017	86.00	.00	
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	4/1/17	LIFE INSURANCE	03/16/2017	11.71	.00	
51-300-5100 PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	0000317830	PUMP STATION TAGS	12/28/2016	95.00	.00	
51-300-5330 TRAINING	ILLINOIS SECTION AWWA	200028468	4/18/17 DISTRIBUTION CONFER	03/17/2017	110.00	.00	
51-300-5410 UTILITIES	AT&T	847255912803/	SCADA LINE	03/01/2017	68.58	.00	
51-300-5410 UTILITIES	COMED I	02/13/17-03/14	WATER 1823083040	03/14/2017	31.69	.00	
51-300-5410 UTILITIES	CONSTELLATION NEWENERGY	0038271896	WATER #0179716002	03/07/2017	1,353.98	.00	
51-300-5410 UTILITIES	NICOR GAS	1/24/17-2/24/1	WTR 70-06-34-0000 9	02/24/2017	165.83	.00	
51-300-5412 WATER	ILLINOIS-AMERICAN WATER C	2/1/17-2/28/17	WTR 1025-210004321674	03/02/2017	14,611.62	.00	
Total EXPENSES:					18,459.41	.00	
Total WATER FUND:					18,459.41	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	CONSTELLATION NEWENERGY	0038460922	METRA #2443144010	03/17/2017	200.78	.00	
52-300-5410 UTILITIES	CONSTELLATION NEWENERGY	0038461001	METRA #4311103003	03/17/2017	168.37	.00	
Total EXPENSES:					369.15	.00	
Total PARKING FUND:					369.15	.00	

GL Account and Title		Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SANITARY SEWER FUND								
EXPENSES								
53-300-5100	PROFESSIONAL SERVIC	ADVANTAGE MARKETING GRO	30253	POSTCARD FOR TOWN HALL M	03/20/2017	1,125.00	.00	
53-300-5100	PROFESSIONAL SERVIC	ADVANTAGE MARKETING GRO	30253-P	SEWER RATE REVIEW POSTCA	03/16/2017	1,091.42	.00	
53-300-5100	PROFESSIONAL SERVIC	WATER PRODUCTS COMPANY	0272046	MAN HOLE HOOKS	03/15/2017	209.88	.00	
Total EXPENSES:						2,426.30	.00	
Total SANITARY SEWER FUND:						2,426.30	.00	
Grand Totals:						89,207.87	6,118.00	