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 WORKSHOP MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, OCTOBER 8, 2018 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** - Audience Participation

4. **APPROVAL OF MINUTES**

   A. September 24, 2018 City Council Regular Meeting Minutes

5. **PRESENTATION**

   A. Police Pension Fund Presentation

   B. Tourism Board Presentation

6. **APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS –**

A. Proclamation Honoring Retiring Police Corporal Bill Suerth

B. Re-appointment of Dee Monroe to the Water Committee

C. Re-appointment of Holly Allgauer to North Shore Convention and Visitors Bureau Board of Directors

7. **PUBLIC CONCERNS AND COMMENTS (agenda matters)**

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

9. **DISCUSSION TOPICS FOR WORKSHOP MEETING:**

A. City Investments – Presentation and Discussion of Proposed City Investment Policy

B. Organization and Operation of City Council

C. Home Rule Discussion

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.

A. R-18-30 Staff Memo and Resolution to Repay Existing Loan from the General Fund Utilizing Tax Increment Financing Funds (Arena Property)

B. R-18-31 Resolution Authorizing an Operating Transfer from General Fund to Capital Projects Fund

C. Request of Council Approval for the Prospect Heights Natural Resources Commission to Conduct a Prescribed Burn of the Prospect Heights Slough, Creek Court, Tully Park, 408 Hillcrest Drive, Saint Alphonsus wet prairie, and the Morava Nature Preserve, Scheduled for November 2018

D. R-18-32 Staff Memo and Resolution Approving Purchase of Two New Police Vehicles for Police Department through the Suburban Purchasing Cooperative from Morrow Brothers Ford for $58,420.00

E. R-18-37 Staff Memo and Resolution Authorizing Additional Street Resurfacing

11. **OLD BUSINESS**

12. NEW BUSINESS

A. *Requested Waiver of 1st Read* O-18-33 Staff Memo and Ordinance Directing the Sale of Surplus Property – 1990 Beaver Creek flatbed trailer 14ft. – VIN#491051 and 2004 Ford Taurus – VIN#1FAFP53214G197733 (***1st Reading***)

B. O-18-33 Staff Memo and Ordinance Directing the Sale of Surplus Property – 1990 Beaver Creek flatbed trailer 14ft. – VIN 491051 and 2004 Ford Taurus – VIN# 1FAFP53214G197733 (***2nd Reading***)

C. O-18-34 Ordinance Amending Chapter 11, Section 8 of Title 1 Raising the Operating Reserve of the General Fund (***1st Reading***)

13. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	$117,004.80
Motor Fuel Tax Fund	$0.00
Palatine/Milwaukee Tax Increment Financing District	$0.00
Tourism District	$68,688.75
Development Fund	$0.00
Drug Enforcement Agency Fund	$0.00
Solid Waste Fund	$27,090.86
Special Service Area #1	$0.00
Special Service Area #2	$0.00
Special Service Area #3	$0.00
Special Service Area #4	$0.00
Special Service Area #5	$0.00
Special Service Area #8 – Levee Wall #37	$0.00
Special Service Area-Constr #6 (Water Main)	$0.00
Special Service Area- Debt #6	$0.00

Capital Improvements	$0.00
Palatine Road Tax Increment Financing	$0.00
Road Construction	$0.00
Road Construction Debt	$0.00
Water Fund	$4,592.78
Parking Fund	$28.77
Sanitary Sewer Fund	$3,305.00
Road/Building Bond Escrow	$858.00
TOTAL	**$221,568.96**
Wire Payments	
9/28/2018 PAYROLL POSTING	**$153,895.29**
SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND	**$17,875.03**
TOTAL WARRANT	**$393,339.28**

14. PUBLIC COMMENTS (Non-agenda matters)

15. EXECUTIVE SESSION

16. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

17. ADJOURNMENT

Posted: by Karen Schultheis by 5:00PM, October 4th, 2018

A PROCLAMATION IN HONOR OF THE EXCEPTIONAL PUBLIC SERVICE CONTRIBUTIONS BY CORPORAL WILLIAM "BILL" SUERTH TO THE CITY OF PROSPECT HEIGHTS

WHEREAS, the men and women who devote their time and energy as Professional Law Enforcement Officers have assumed the responsibilities essential for the safety of their fellow citizens; and

WHEREAS, Corporal Bill Suerth grew up in Prospect Heights and began serving his fellow citizens by joining the ranks of the Prospect Heights Police Department in 1993; and

WHEREAS, Corporal Bill Suerth, served the department and community in the roles of Patrol Officer, Juvenile Officer, Detective and as Patrol Watch Commander during his tenure with the Prospect Heights Police Department; and

WHEREAS, Corporal Bill Suerth, served proudly with Major Case Assistance Team (MCAT) Violent Crimes Task Force, while representing the Prospect Heights Police Department dutifully and with distinction; and

WHEREAS, Corporal Bill Suerth, was instrumental in many roles within the organization and was a strong and early proponent of the department's outreach program; and

WHEREAS, Corporal Bill Suerth, has served the citizens of Prospect Heights and is retiring from his position as Police Sergeant, bringing to a close a career with the Prospect Heights Police Department that has spanned over 25 years.

NOW, THEREFORE, BE IT RESOLVED, THAT I, Nicholas J. Helmer, Mayor of the City of Prospect Heights, Illinois, take great pride and pleasure in drawing special public attention to **Corporal Bill Suerth**, for his record of service and concern for the protection of life and property in the City of Prospect Heights, and extends to him sincere best wishes for continued success in all future endeavors.

DATED, this 8th day of October, 2018.

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Nicholas J. Helmer, Mayor

Prospect Heights

City of Prospect Heights

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

October 1, 2018

To : Joe Wade , City Administrator

From: Michael DuCharme, Director of Finance

Subject: Investment Policy

Background:

Back in August the Council requested that the Investment Policy be revisited and updated if necessary as well as have a discussion related to the village's investments including the Police Pension Fund.

Analysis:

Attached for your review is an updated Investment Policy which applies to all financial assets of the City of Prospect Heights except for the Police Pension fund which is governed by a separate board. The most significant proposed change places the bulk of the responsibility on the Director of Finance rather than the Treasurer to make sure that authorized depositories are in compliance with the policy and that investments being made are in compliance with the statute.

Upon approval it is our intent to have a cash flow analysis undertaken to identify the current city cash requirements and maximize the investment of shorty term funds in certificate of deposits, treasuries and competitive short-term liquid investments such as money market accounts and/or Illinois Funds. It is our intent to create an investment process as efficient as possible having investments made on a monthly or bimonthly basis as needed.

Staff will be present at the meeting on October 8th to answer any questions you may have.

Recommendation :

Request approval of the attached Investment Policy.

City of Prospect Heights
Investment Policy

Prepared By:
Finance Department

Investment Policy

I. Policy:

The City of Prospect Heights, as a public agency, has an inherent fiduciary responsibility to properly account for and manage public funds. Public funds are to be considered current operating funds, special funds, debt service and other funds of any kind or character belonging to or in the custody of any public agency (Chapter 30, paragraph 235/1 through 235/7, Public Funds Investment Act, Illinois Complied Statutes

II. Scope:

This investment policy applies to all financial assets of the City of Prospect Heights except for the Police Pension Fund which is subject to that individual fund board.

III. General Objectives:

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

1. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk

(a). <u>Credit Risk</u>

The City of Prospect Heights will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:

- Limiting investment to the types of securities listed in Section VII of this Investment Policy.
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and adviser with which the City of Prospect Heights will do business in accordance with Section V.
- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

(b). <u>Interest Rate Risk</u>

The City of Prospect Heights will minimize interest rate risk, which is the risk that the marker values of securities in the portfolio will fall due to changes in market interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy (see section VIII).

2. *Liquidity*

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.

3. *Yield*

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exception:

- Liquidity needs of the portfolio require that the security be sold.

A **Care:**

1. *Prudence*

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

2. *Ethics and Conflicts of Interest*

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City of Prospect Heights.

3. *Delegation of Authority*

Authority to manage the City of Prospect Heights investment program is derived from the following:

The establishment of investment policies is the responsibility of the City Council. Management and administrative responsibility for the investment program is hereby delegated to the Finance Director who, under the direction of the Village Administrator, may establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Finance Director may from time to time amend the written procedures in a manner not inconsistent with this policy or state statutes.

The responsibility for investment activities of the Police Pension Fund rest with the trustees of the respective fund boards.

V. Authorized Financial Institutions, Depositories and Broker/Dealers:

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will be maintained of approved security broker/dealers selected by credit worthiness. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except at a qualified public depository as established by state statutes.

All financial institutions and broker/dealers who desire to become qualified become qualified bidders for investment transactions must supply the Finance Director with the following:

- Audited financial statements demonstrating compliance with state and federal capacity adequacy guidelines
- Proof of National Association of Security Dealers (NASD) certification (not applicable to Certificate of Deposit counterparties)
- Proof of state registration
- Certification of having read the Village's Investment Policy

VI. Safekeeping and Custody:

All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Securities will be held by an independent third-party custodian selected by the Village as evidenced by safekeeping receipts in the Village's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standard No. 70, or SAS 70).

1. *Internal Controls*

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City of Prospect Heights are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal controls structure shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping
- Custodial safekeeping
- Avoidance of physical delivery securities
- Clear delegation of authority to subordinate staff members

- Written confirmation of transactions for investments and wire transfers
- Authorization of wire transfers by City Administrator

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures.

VII. Suitable and Authorized Investments:

The Village may invest in any type of the security allowed for in Illinois Compile Statutes (30 ILCS 235/2) regarding the investment of public funds. Approved investments include:

- Bonds, notes, certificates of indebtedness, treasury bill, or any other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of American as to principal and interest;
- Bonds, notes, debentures or other similar obligations of the United States of America or its agencies;
- Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act; and is insured by the Federal Deposit Insurance Corporation;
- Short-term obligations of corporations organized in the United States with assets exceeding $500,000,000 if (i) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and which mature not later than 180 days for the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations and (iii) no more than 25% of the Village's funds may be investing in short-term obligations of corporations;
- Illinois Public Treasurer's Investment Pool (Illinois Funds), and the Illinois Metropolitan Investment Fund (IMET)
- Short-term discount obligations of the Federal National Mortgage Association (FNMA) or I shares of other forms of securities or other allowable investments legally issued by savings and loan associations incorporated under the laws of this state or any other state or under the laws of the United States. Investments may be made only in those savings and loan associations of which the shares or investment certificates are insured by the Federal Deposit Insurance Corporation (FDIC).
- Investment options suitable under ILCS including Fixed Rate General Obligation Municipal Bonds whose credit quality is restrict to "AA" or better.

1. *Collateralization:*

It is the policy of the City of Prospect Heights and in accordance with the GFOA's Recommended Practices on the Collateralization of Public Deposits (attachment #2), the Village requires that funds on deposit in excess of FDIC limits be secured with some form of collateral, including surety bonds or letters of credit. The Village will accept any of the following assists as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities
- Fixed Rate General Obligation Municipal Bonds rated "AA" or better
- Obligations of the State of Illinois

(The Village reserves the right to accept/reject any form of the above named securities.)

The amount of collateral provided will not be less than 105% of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed quarterly, and additional collateral will be required when the ratio declines below the level required and collateral will be released if the fair market value exceeds the required level. Pledged collateral will be held in safekeeping by an independent third party depository designated by the City of Prospect Heights and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the City of Prospect Heights. The Village realizes that there is a cost factor involved with collateralization and the Village will pay any reasonable and customary fees related to collateralization.

VIII. Investment Parameters:

1. *Diversification*

In order to reduce the risk of default, the investment portfolio of the City of Prospect Heights shall be diversified by:

- Limiting investments to avoid over-concentration in securities from a specific issuer or business sector (U.S. Treasury and Agency securities),
    - Monies deposited at a financial institution shall not exceed 75% of the capital stock and surplus of that institution.
    - Commercial paper shall not exceed 33% of the Village's investment portfolio.
    - Brokered certificates of deposit shall not exceed 25% of the Village's investment portfolio.
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

2. *Maximum Maturities*

To the extent possible, the City of Prospect Heights will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village will not directly invest in securities maturing more than three years from the date of purchase.

Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding three year if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LGIPs, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

IX. Reporting:

The Finance Director shall prepare as investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio. This management summary will be prepared in a manner which will allow the Village to ascertain whether investment activities during the reporting period have conformed to the investment policy. This report should be provided to the Village Administrator and City Council . The report will include the following:

- Listing of individual securities held, by fund, at the end of the reporting period.
- Listing of investments showing maturity date and yield.
- Percentage of total portfolio which each type of investment represents.

1. *Performance Standards*

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken, and the benchmark shall have similar weighted average as the portfolio.

2. *Market Yield*

The City's investment strategy is passive. Given this strategy, the basis used by the Finance Director to determine whether market yield are being achieved shall be the six-month U.S. Treasury Bill.

X. Investment Policy Adoption:

The City of Prospect Height's investment policy shall be adopted by resolution of the City Council. This policy shall be reviewed on an annual basis by the Finance Director and any modifications thereto must be approved by the City Council .

XI. Glossary:

AGENCIES: Informal name that refers to securities issued by the United States government and U.S. government sponsored instrumentalities.

ASKED: The trading price proposed by the prospective seller of securities. Also called the offer or offered price.

BANKERS' ACCEPTANCE (BA): A short-term financial instrument that is the unconditional obligation of the accepting bank.

BASIS POINT (BP): A unit of measurement for interest rates or yields that are expressed in percentages. (One hundred basis points equal 1 percent.)

BID: The trading price acceptable to a prospective buyer of securities.

BOND EQUIVALENT YIELD (BEY): An annual yield, expressed as a percentage, describing the return provided to bond holders. The BEY is a way to compare yields available from discount securities such as Treasury bills and BAs with yields available from coupon securities.

BROKER: A party who brings buyers and sellers together. Brokers do not take ownership of the property being traded. They are compensated by commissions. They are not the same as dealers; however, the same individuals and firms that act as brokers in some transactions may act as dealers in other transactions.

BROKERED AND NEGOTIABLE CERTIFICATES OF DEPOSIT: Short-term (2 to 52 weeks) large denomination ($100,000 minimum). Certificate of Deposit that is issued at a discount on its par value, or at a fixed interest rate payable at maturity and are freely traded in secondary markets.

CERTIFICATE OF DEPOSIT (CD): A deposit of funds, in a bank or savings and loan association, for a specific term that earns interest at a specified rate or rate formula. CDs may be secured or unsecured, may be in negotiable or nonnegotiable form and may be issued in either physical or book entry form.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER (CP): Unsecured, short-term promissory notes issued by corporations for specific amounts and with specific maturity dates.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the Village of Glenview. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

COUPON: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

DEALER: A firm or individual who buys and sells for their own account. Dealers have ownership between a purchase from one party and a sale to another party. Dealers are compensated by the spread between the price they pay and the price they receive.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT (DVP): The simultaneous exchange of securities and cash. The safest method of settling either the purchase or sale of a security. In a DVP settlement, the funds are wired from the buyer's account and the security is delivered from the seller's account in simultaneous independent wires.

DISCOUNT: The amount by which the price for a security is less than its par.

DISCOUNT SECURITIES: Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity. Treasury bills, bankers' acceptances and zero coupon bonds are discount securities.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal Government set up to supply credit to various classes of institutions and individuals, e.g., S & L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT OF INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $100,000 per deposit.

FEDERAL FUNDS RATE: The rate for which overnight federal funds are traded.

FEDERAL HOME LOAN BANKS (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-à-vis member commercial banks.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA or FANNIE MAE): FNMA is a federal corporation working under the auspices of the Department of Housing & Urban Development, HUD. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotation basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA OR GINNIE MAE): GNMA, like FNMA, was chartered under the Federal National Mortgage Association Act of 1938. Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term *pass-throughs* is often used to describe Ginnie Maes.

LIQUIDITY: A liquid asset is one that can be readily converted to cash through sale in an active secondary market.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): Pools through which governmental entities may invest short term cash. Examples of LGIP's are the Illinois Funds, administered by the Illinois State Treasurer and the Illinois Metropolitan Investment Fund.

MARKET VALUE: The price at which a security could presumably be purchased or sold.

MARK TO MARKET: The process of restating the carrying value of an asset or liability to equal its current market value.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between parties. The agreement establishes each party's right in the transaction. Repurchase Agreements (REPO's) are a form of short-term borrowing for dealers in government securities. The dealer sells the government securities to investors, usually on an overnight basis, and then buys them back the following day. For the party selling the security (and agreeing to repurchase it in the future), it is a repo; for the party on the other end of the transaction (buying the security and agreeing to sell in the future), it is a reverse repurchase agreement. A master agreement will often specify, among other things, the right to liquidate the underlying securities in the event of default.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The aggregation of buyers and sellers actively trading money market instruments.

OFFER OF OFFERED PRICE: The trading price proposed by the prospective seller of securities (also called the asked or asking price).

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO: Collection of financial assets belonging to a single owner.

PREMIUM: The amount by which the price for a security is greater than its par amount.
PRIMARY DEALER: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unrelated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the state - the so-called *legal list*. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

REINVESTMENT RISK: The risk that all or part of the principal may be received when interest rates are lower than when the security was originally purchased, so that the principal must be reinvested at a lower rate than the rate originally received by the investor.

REPURCHASE AGREEMENT (RP OR REPO): See Master Repurchase Agreement.

SAFEKEEPING: A service rendered by banks whereby securities and valuables of all types and descriptions are held by the bank.

SEC RULE 15C3-1: See uniform net capital rule.

SECONDARY MARKET: Markets for the purchase and sale of any previously issued financial instrument.

SECURITIES & EXCHANGE COMMISSION (SEC): The federal agency with responsibility for regulating financial exchanges for cash instruments.

SPREAD OVER TREASURIES: The difference between the bond equivalent yield for any investment and the bond equivalent yield for a Treasury investment with the same maturity.

TREASURY BILLS (T-BILLS): Short-term obligations issued by the U.S. Treasury for maturities of one year or less. They do not pay interest but are issued on a discount basis instead.

TREASURY BONDS (T-BONDS): Long-term obligations issued by the U.S. Treasury with initial maturities of more than ten years.

TREASURY NOTES (T-NOTES): Medium-term obligations issued by the U.S. Treasury with initial maturities of from one to ten years.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as non-member broker dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicate. *Liquid capital* includes cash and assets easily converted to cash.

YIELD: Loosely refers to the annual return on an investment expressed as a percentage on an annual basis. For interest-bearing securities, the yield is a function of the rate, the purchase price, the income that can be earned from the reinvestment of income received prior to maturity, call or sale. Different formulas or methods are used to calculate yields.

Prospect Heights

September 20, 2018

To: Joe Wade, City Administrator

From: Cheri Graefen, Assistant Finance Director

Subject: TIF Funds Projection

At the last Council meeting, there was a discussion of management of the proceeds of the City's Piper Lane property. The attached projection was prepared to identify if the proceeds would be adequate to pay the full advance from the General Fund ($4,415,000) or if a shortfall would exist.

This projection is based on the assumption that revenue for future periods will remain consistent. In addition, the closing costs for the sale of the property have been estimated.

Based on the attached analysis, it appears that there will be a shortfall of $77,607 at 4/30/22 – the point in time where all revenue has been received and both TIF Districts will have expired.

CITY OF PROSPECT HEIGHTS

PROJECTED TIF FUNDS FOR PAYMENT OF ADVANCE FROM GENERAL FUND

	4/30/2018
Advance to Development Fund	4,415,000.00
Advance from General Fund	(4,415,000.00)

		Palatine/ Milwaukee expires 4.30.19	Palatine Road expires 4.30.21	Total
4.30.18	Ending Fund Balance	57,251	423,142	480,393
4.30.19	Projected Revenue	667,000	140,000	807,000
FY19	Net Sales Proceeds - Arena Land **	2,400,000		2,400,000
4.30.19	Projected Ending Fund Balance	3,124,251	563,142	3,687,393
4.30.20	Projected Revenue	300,000	140,000	440,000
4.30.20	Projected Ending Fund Balance	3,424,251	703,142	4,127,393
4.30.21	Projected Revenue		140,000	140,000
4.30.21	Projected Ending Fund Balance	3,424,251	843,142	4,267,393
4.30.22	Projected Revenue		70,000	70,000
4.30.22	Projected Ending Fund Balance	3,424,251	843,142	4,337,393
			Due to General Fund	4,415,000
			Overage (shortfall)	(77,607)

-

**Net Sales Proceeds includes:

Purchase price	2,730,000
5% Broker commission	(136,500)
Other closing costs-estimate	(193,500)
	2,400,000

Resolution No. R-18-30

RESOLUTION TO REPAY EXISTING LOAN FROM THE GENERAL FUND UTILIZING TIF FUNDS (ARENA PROPERTY)

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

WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4 *et seq.*, the City established the Milwaukee Avenue/Palatine Road TIF District pursuant to Ordinance O-96-11 (the "Milwaukee/Palatine TIF District"); and

WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4 *et seq.*, the City established the Palatine Road TIF District pursuant to Ordinance O-98-06 (the "Palatine Road TIF District", and along with the Milwaukee/Palatine TIF District the "TIF Districts"); and

WHEREAS, the City's General Fund made a loan to the TIF Districts (the "Loan") in the sum of Four Million, Four Hundred Fifteen Thousand and 00/100 Dollars ($4,415,000.00); and

WHEREAS, the City has executed a particular Real Estate Purchase and Sales Contract dated August 27, 2018 with Conor Commercial Real Estate LLC to sell the property commonly known as 25 & 35 Piper Lane, which real estate has PINs 03-24-100-045-0000 & 03-24-101-009-0000 (the "Property"); and

WHEREAS, the sale of the Property to Conor Commercial should increase the incremental revenue to the TIF Districts; and

WHEREAS, the City desires to utilize this increased incremental revenue, to the extent received, from the TIF Districts to repay the Loan.

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

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

SECTION TWO: Contingent on the Property being sold and an increase in the incremental revenue to the TIF Districts, the City Council of the City of Prospect Heights approves and authorizes the Loan to be repaid from the TIF Districts to the General Fund of the City from the incremental revenue in future years from the TIF Districts, to the extent received.

SECTION THREE: All policies resolutions, or ordinances of the City that conflict with the provisions of this Resolution are hereby repealed.

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

PASSED AND APPROVED this ___ day of October, 2018.

____
Nicholas J. Helmer, Mayor

ATTEST:

____
City Clerk

AYES: ____

NAYES: ____

ABSENT: ____

Resolution No. R-18-31

RESOLUTION AUTHORIZING AN OPERATING TRANSFER FROM GENERAL FUND TO CAPITAL PROJECTS FUND

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

WHEREAS, the City has executed a particular Real Estate Purchase and Sales Contract dated August 27, 2018 with Conor Commercial Real Estate LLC to sell the property commonly known as 25 & 35 Piper Lane, which real estate has PINs 03-24-100-045-0000 & 03-24-101-009-0000 (the "Property"); and

WHEREAS, the proceeds from the sale of the Property will go to the General Fund; and

WHEREAS, the Illinois Municipal Code (65 ILCS 5/8-2-7) allows the corporate authorities of a municipality at any time during its fiscal year, upon the request of the mayor, to transfer sums of money appropriated for one corporate object or purpose to another corporate object or purpose, provided the aggregate transfers from any appropriation shall not exceed 5% of the appropriation; and

WHEREAS, upon and conditioned on the sale of the Property, the Mayor of Prospect Heights has requested that the City Council of the City of Prospect Heights, as its corporate authorities, to transfer an estimated One Million, Seven Hundred Fifty Thousand and 00/100 Dollars ($1,750,000.00) from the General Fund to the Capital Projects Fund, which sum is less than 5% of the appropriations made to the General Fund.

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

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

SECTION TWO: Contingent on the Property being sold to Conor Commercial Real Estate LLC (or its nominee), the City shall transfer an estimated One Million, Seven Hundred Fifty Thousand and 00/100 Dollars ($1,750,000.00), such amount to be confirmed upon the sale of the Property, from the General Fund to the Capital Projects Fund. The transfer shall take place immediately and automatically upon the sale of the Property to Conor Commercial Real Estate LLC, or its nominee.

SECTION THREE: All policies resolutions, or ordinances of the City that conflict with the provisions of this Resolution are hereby repealed.

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

PASSED AND APPROVED this ___ day of October, 2018.

____
Nicholas J. Helmer, Mayor

ATTEST:

____
City Clerk

AYES: ____

NAYES: ____

ABSENT: ____

City Council Meeting Agenda Item

Meeting Date:	October 8th, 2018
Item:	Request for permission to conduct several prescribed burns in the fall of 2018 in Prospect Heights.
Motion:	We would like the City to make the motion and approve the prescribed burns.
Staff Contact:	Agnes Wojnarski, Dana Sievertson

Purpose:

The purpose of a controlled burn is to manage the natural areas of Prospect Heights. Burning is the most important tool in the restoration tool box. It is the single most effective tool for removal of invasive buckthorn re-sprouts and other invasive woody vegetation and fire intolerant species. Burning saves countless hours of volunteer labor, while promoting strong new growth of fire tolerant native plants. Burning is necessary to achieve a healthy, biodiverse habitat and is widely conducted across the United States.

Background:

PHNRC has conducted several prescribed burns in Prospect Heights and the Slough that were very successful and without incident. The Burn crew is headed by PHNRC Chairperson and Burn Boss Agnes Wojnarski, a veteran of 40 burns and S-130 and S-190 certified. She will construct the burn plans, oversee the conditions and run the burn crew. The burn crew will consist of 5 PHNRC Commissioners and the recently certified summer intern Jeremy Schultz. All of the crew members have completed Chicago Wilderness Burn Crew training and are certified burn crew.

The proposed burns are very small with no logistical problems. They will take place in November, somewhere in-between the 1st and the 30th. Burns are dependent on weather and ground conditions at burn time so it is expected that a window of 2-3 days will be about as much advance notice that can be given. If favorable conditions do not present for a given burn, there will be no burn of that area. Safety and control are the only important matters. The Slough and the Creek Court burns are covered on EPA burn permit number 031253. The permit for Tully Park, Saint Alphonsus, 408 Hillcrest Drive and the Nature Preserve at Morava are being processed and will be in place before burning commences. Notification will be passed on when the permit is received.

Approximately 4 acres are scheduled to be burned at the Slough and Creek Court and less than an 5.75 acres among the remaining 4 sites, Tully park (2), 408 Hillcrest Drive(.25), Saint Alphonsus wet prairie (1.5), Morava Nature Preserve(2).

PHNRC will work with Peter Falcone of the City Administrators office to keep residents informed and up to date. The NRC will also keep the Police and Fire Departments informed.

Financial Impact:

Other than Fire Department and Police stand by time and any time spent by city staff, there is very little expense. PHNRC is all volunteer organization and have covered their expenses outside of their budget.

Recommendations:

Approve this burn.

Attachments:

Burn area maps for fall 2018

Fall 2018 Prescribed Burn Request

Areas to burn: Tully Park plantings and Morava Nature Center owned by the Prospect Heights Park District, St. Alphonsus Ligouri Parish prairie and private residence of John Kamysz, MD - 408 Hillcrest Drive. Prospect Heights, IL 60070.

County: COOK TWP: Wheeling (#42) Sec: 22

PROJECTED SIZE OF BURN: Less than 4.5 acres

PROJECTED DATE OF BURN: November 1st 2018 – November 30th 2018. Alternate Dates for a spring burn March 2019-April 2019 pending the weather conditions.

DESCRIPTION OF BURN UNIT: The areas are a mixture of native sedges, grasses and forbs, mostly introduced through seeds and plant plugs.

.

Overstory : old growth Invasive Ulmus pumila, young Ulmus americana, Prunus serotina, dead stands of Fraxinus americana and Fraxinus pennysylvanica, large Populus deltoides trees.

Understory : Sparse from invasive buckthorn and decades of fire suppression. Recently introduced 1-2 year old native understory shrubs and oaks that were planted in 2016 will be protected.

Fuel Type: very light fuel close to the road and entire exterior where native grasses are starting to establish in place of buckthorn, fuel free zones of native brush, very HEAVY fuels on the interior of the prairie plantings.

Topography: St Alphonsus wet prairie is a flat depression in front of the parish that drains most of the runoff from the surrounding parking lot and roads. Tully Park is a flat floodprone open area adjacent to McDonald Creek. Morava Nature Center is a hilly ravine-like wooded naturalized area with a meandering tributary creek that feeds into the Slough wetland. The private residence at 408 Hillcrest Drive is a small, flat 10 by 20 parcel of prairie plants that have replaced former turf lawn. The area is surrounded by grass and cement walkways.

RESOURCE MANAGEMENT OBJECTIVE OF BURN: To maintain desirable native species, to halt the encroachment of invasive species, and to arrest the succession of woody species. A prescribed burn will enhance the ecological health of the natural areas and preserve the biological diversity.

HISTORY OF PREVIOUS BURNS: Both large and small sections of the nearby Slough wetland were successfully burned in March 2016, November 2017 and April 2018 by PHNRC without incident. The PHNRC has also burned a private residential prairie in April 2018 that was installed by the NRC.

DESCRIPTION OF ADJACENT AREA: The areas adjacent to the burn sites are heavily residential. Smoke management will be especially important. All of the residents living around the immediate vicinity have been notified and are supportive. The perimeter around the burn site is composed of paved asphalt roads or turf grass, which create a very safe burn break. Most of the neighbors have short manicured lawns that are already green and will not burn.

SPECIAL CONSIDERATIONS: The City of Prospect Heights and the Prospect Heights Park District have approved the PHNRC prescribed burns of these areas. Residents in the vicinity are supportive and have all been given notice.

ACCEPTABLE BURNING PARAMETERS:

1. Type of firing method : back burn, flank, ring, strip and head
2. Allowable rate of spread: 10-100 chains/hour
3. Allowable Flame length: 2-12 feet
4. Allowable wind direction: SW, W, NW
5. Wind Velocity greater than 5 mph
6. Relative Humidity: 20-60%
7. Temperature: 20 F to 65 F
8. Time of Year: Fall or Spring
9. Fuel Moisture: 10-30%

PRE-BURN SITE PREPARATIONS REQUIRED: Large snags and trees will be protected by raking leaf litter and fuel away from the base of the trunk before the burn. Any signs or benches will be wet down with water and fuels around them will be cut down low with a brush cutter.

EQUIPMENT NEEDED:
Chainsaws and Fuel
Kestrel Weather Tracker
Brush Cutter and Fuel
Council Rakes (3)
Flappers (3)
Backpack Pumps (5)
Drip Torches (2)
Mobile Phones
Portable Radios
Road Signs Alerting the Public
Maps/Fire Behavior Printouts

PERSONNEL NEEDED: Agnes I Wojnarski (Chicago Wilderness certified, S-190 and S-130)
Seth Marcus(Chicago Wilderness Prescription Burn Crew training)
Edward Madden (Chicago Wilderness Prescription Burn Crew training)
Dana Sievertson (Chicago Wilderness Prescription Burn Crew training)
Peter Hahn (Chicago Wilderness Prescription Burn Crew training)
John Kamysz (Chicago Wilderness Prescription Burn Crew training)
Jeremy Schultz (Chicago Wilderness Prescription Burn Crew training)
Jill Moskal – to communicate with neighbors and onlookers, smoke lookout
Wendy Dewar – to coordinate traffic or contact police for traffic control

Note: All personnel on the burn crew will wear Nomex suits, hard hats, gloves and appropriate PPE.

SMOKE SENSITIVE AREAS WITHIN 5 MILES: Route 83, Euclid Ave, residential houses, elementary school and church

CONTINGENCY PLAN: Weather conditions may change the burn plan, creating the need to burn slowly or with additional strips. In the event of unanticipated heavy smoke, the burn may be cancelled or extinguished. Firebreaks and Safety zones for crew members remain the asphalt roads, water or green grass.

CONTACTS:

Pre-Burn:

Contact	When	Who Will Do	How
Fire Department	Day before	Dana Sievertson	In person
Police Department	Day before	Dana Sievertson	In person
City Administrator	Day before	Dana Sievertson	In person
Local residents	Week before	Peter Falcone	Mail
Weather service	Day before	Agnes Wojnarski	Phone

Burn Day:

Contact	When	Who Will Do	How
Fire Department	Day of	Dana Sievertson	In person
Police Department	Day of	Dana Sievertson	In person
City Administrator	Day of	Dana Sievertson	In person
Local residents	Day Of	Peter Falcone	Reverse 911 call
Spot Forecast:NOAA Weather	Day before	Agnes Wojnarski	Internet

Firing Techniques and Preparation: See attached maps

GO-NO-GO Check List:

___1. Are all fire prescription specifications met?
___2. Is the weather forecast favorable now and throughout burn?
___3. Are all necessary lines constructed and checked?
___4. Are all personnel required in the plan on site?
___5. Have all personnel been briefed on the prescribed burn plan?
___6. Have all personnel been briefed on safety hazards, escape routes and safety zones?
___7.Do all personnel have the required PPE with them?
___8.Is all required equipment in place and in working order?
___9.Do you have direct communication to a fire department/agency dispatcher?
___10.Have you made all notifications?
___11. In your opinion can the burn be carried out according to the plan and will it meet the planned resource management objectives?

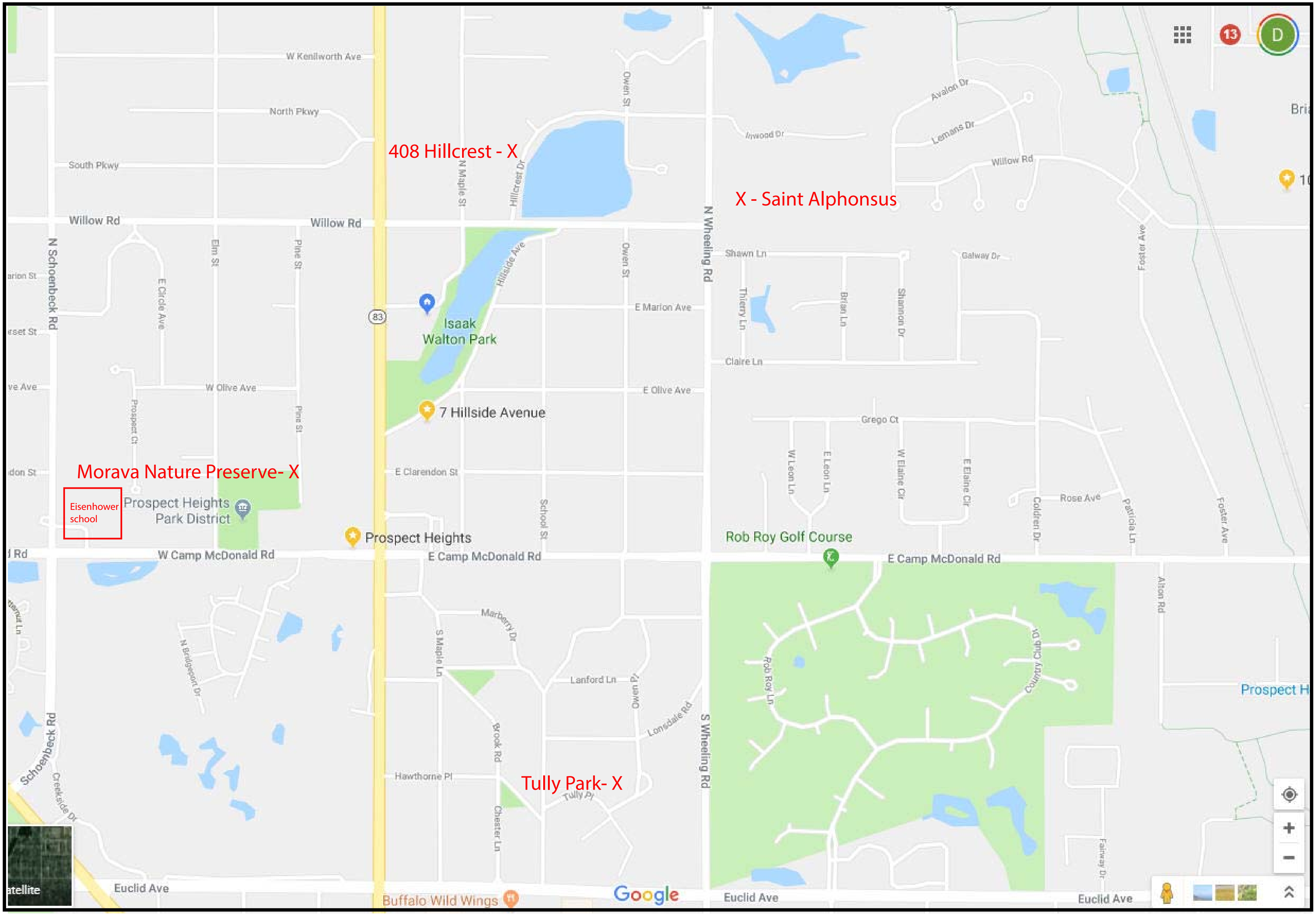
If all 11 questions were answered "yes", you may proceed with the **test fire.**

Prepared by: Agnes Wojnarski – Burn Boss PHNRC Chairperson   Date: 9/30/2018

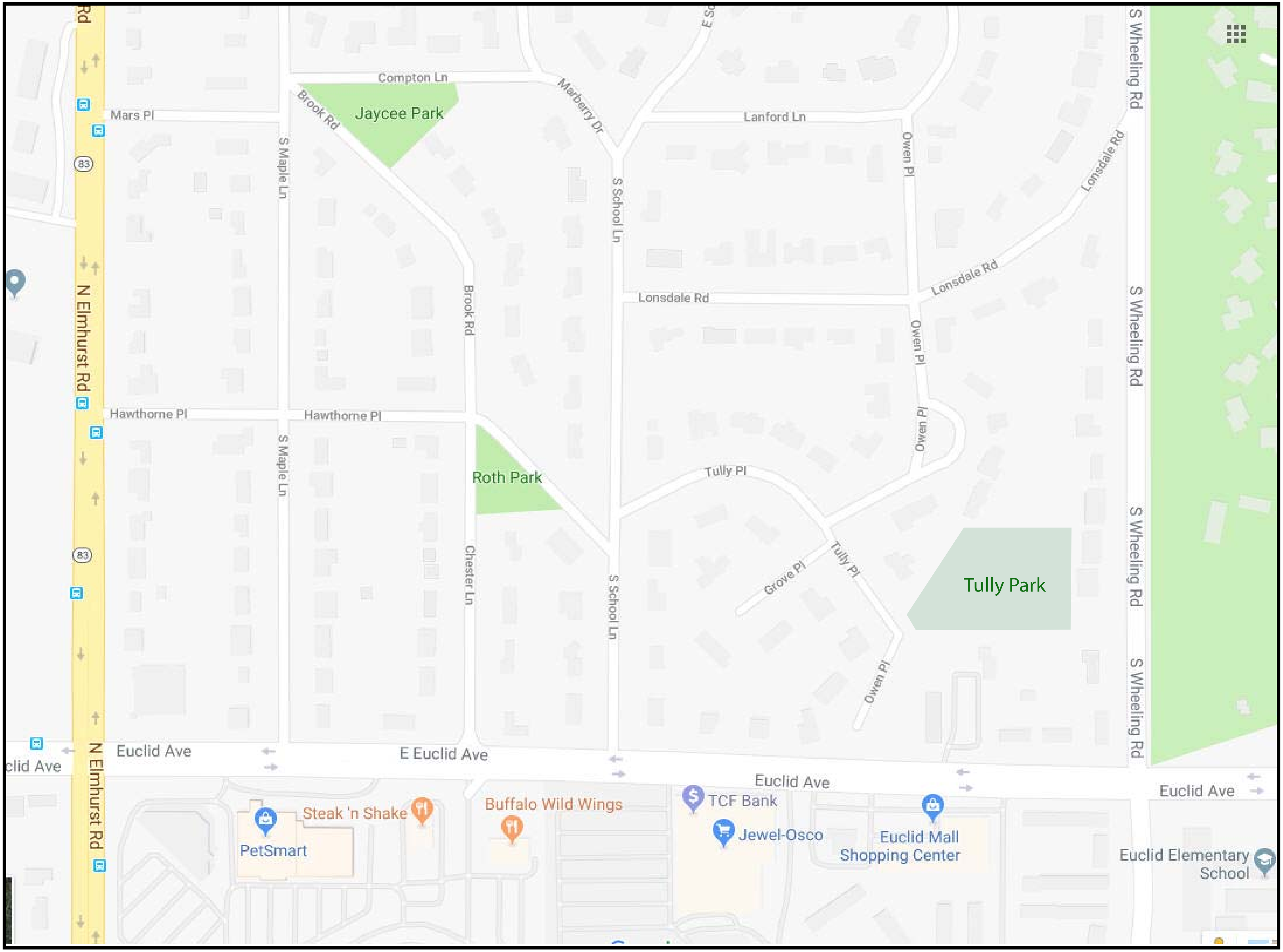
Approved by: Agnes Wojnarski – Burn Boss PHNRC Chairperson   Date: 9/30/2018

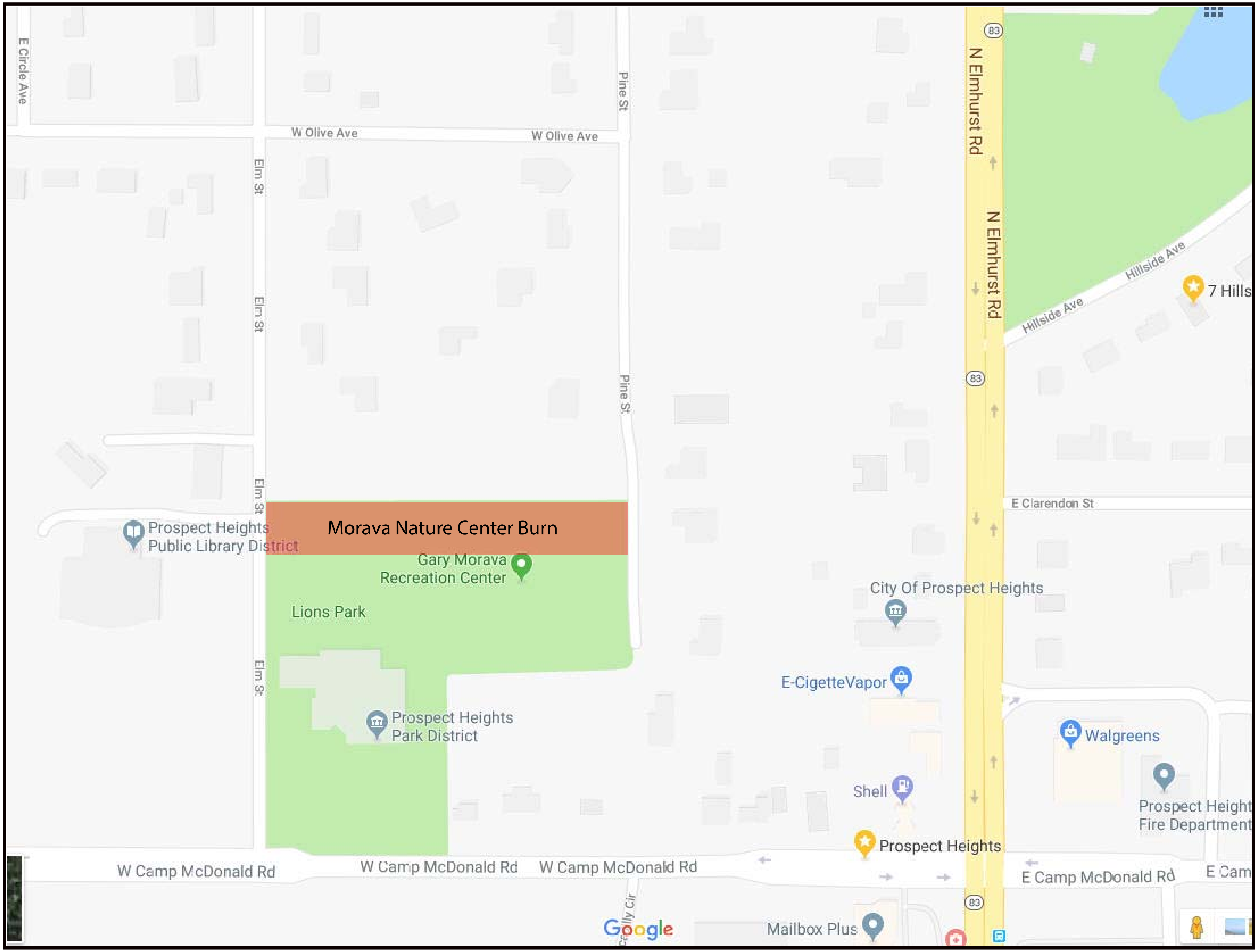
Reviewed by: Dana Sievertson – Burn team PHNRC Commissioner   Date9/30/2018

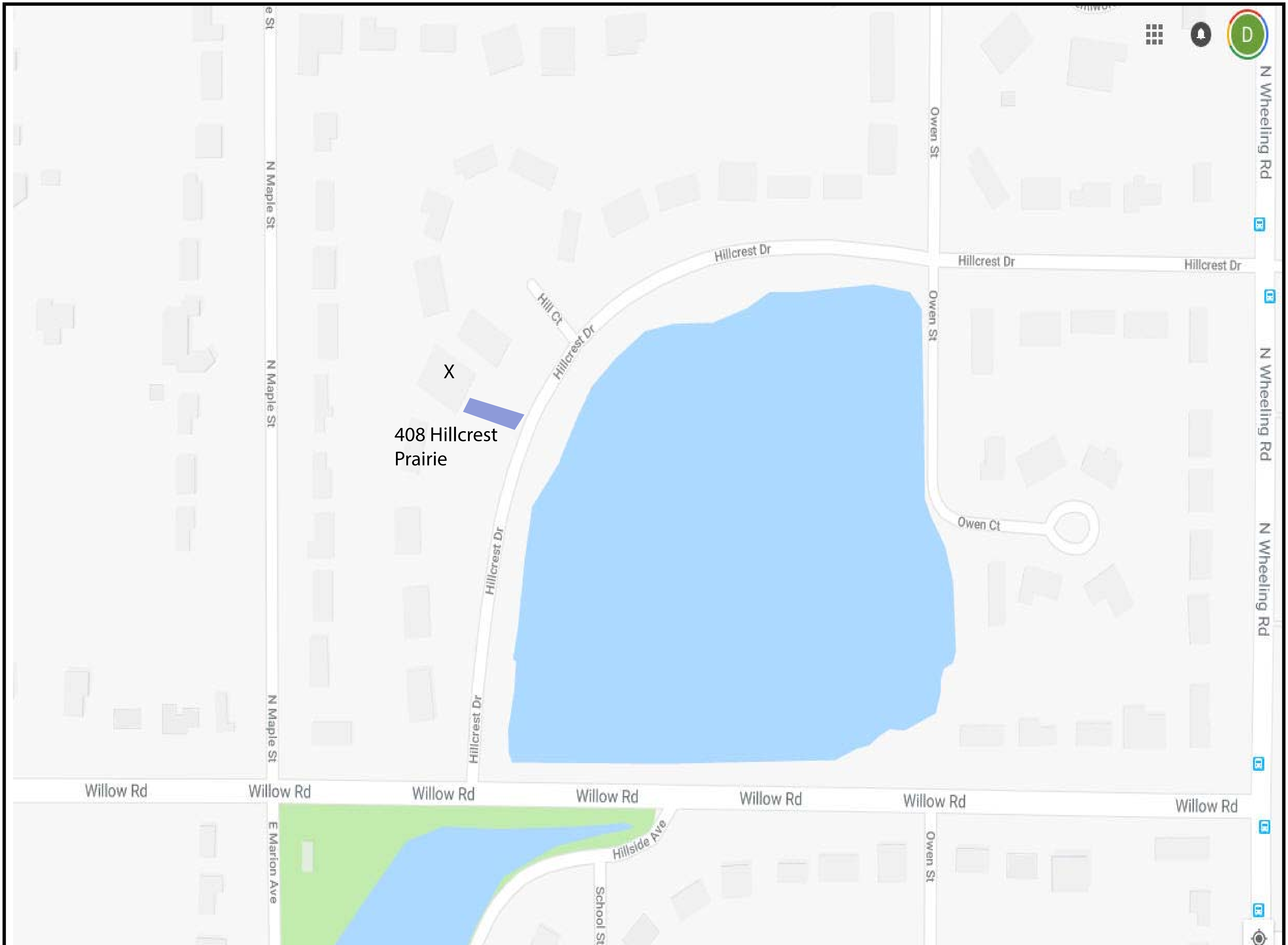

E Willow Rd
E Willow Rd
E Willow Rd
NORTH
N Elmhurst Rd
E Marion Ave
Isaak Walton Park
Hillside Ave
Hillside Ave
Schil St
School St
N Maple Ave
Google
PROSPECT HEIGHTS NATURAL RESOURCES COMMISSION
PHNRC fall 2018 Burn Plan for the Slough
Burn Breaks
Burn Area

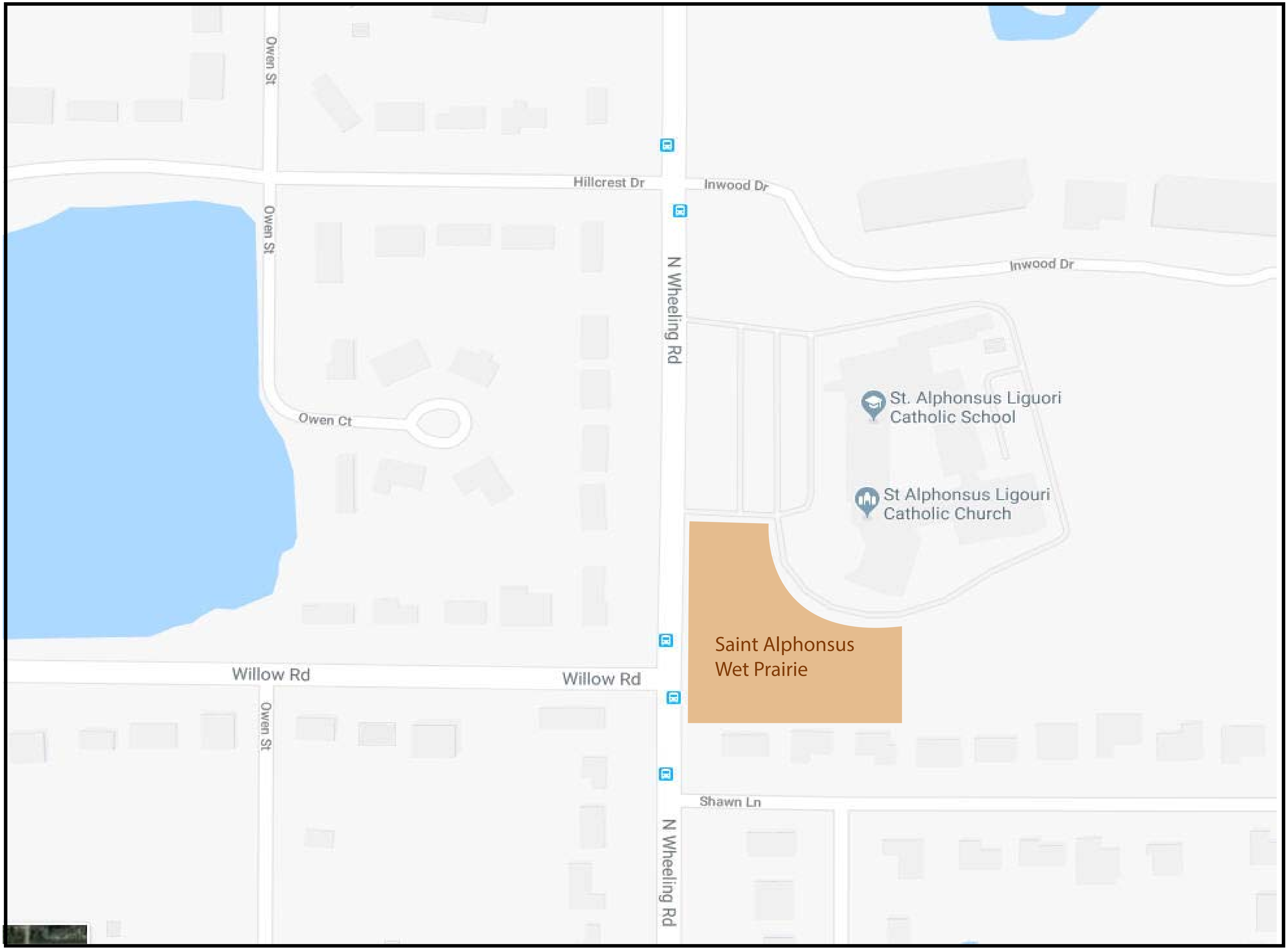


Prospect Heights Natural Resources Commission Fall 2018 Burns Overview


Compton Ln
Jaycee Park
Mars Pl
Brook Rd
Marberry Dr
Lanford Ln
Owen Pl
Lonsdale Rd
S Wheeling Rd
S Maple Ln
S School Ln
N Elmhurst Rd
83
Lonsdale Rd
Hawthorne Pl
Hawthorne Pl
Chester Ln
Roth Park
Tully Pl
Grove Pl
Tully Park
Euclid Ave
E Euclid Ave
Euclid Ave
Euclid Ave
clid Ave
Steak 'n Shake
Buffalo Wild Wings
TCF Bank
Jewel-Osco
PetSmart
Euclid Mall
Shopping Center
Euclid Elementary
School


E Circle Ave
W Olive Ave
W Olive Ave
Pine St
N Elmhurst Rd
N Elmhurst Rd
83
Elm St
Hillside Ave
Hillside Ave
7 Hills
Pine St
E Clarendon St
Prospect Heights
Public Library District
Morava Nature Center Burn
Gary Morava
Recreation Center
City Of Prospect Heights
Lions Park
E-CigetteVapor
Prospect Heights
Park District
Walgreens
Shell
Prospect Heights
Fire Department
Prospect Heights
W Camp McDonald Rd
W Camp McDonald Rd
W Camp McDonald Rd
E Camp McDonald Rd
Mailbox Plus
Google


X
408 Hillcrest
Prairie
Hillcrest Dr
Hill Ct
Owen St
Owen Ct
N Wheeling Rd
N Maple St
Willow Rd
E Marion Ave
Hillside Ave
School St


Owen St
Hillcrest Dr
Inwood Dr
Inwood Dr
Owen St
N Wheeling Rd
St. Alphonsus Liguori
Catholic School
Owen Ct
St Alphonsus Ligouri
Catholic Church
Saint Alphonsus
Wet Prairie
Willow Rd
Willow Rd
Owen St
Shawn Ln
N Wheeling Rd

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: October 3, 2018

To: Joe Wade, City Administrator

From: Al Steffen, Chief of Police

Subject: **POLICE VEHICLES – ACQUISITION**

The previous memorandum dated August 21, 2018 was requesting for approval to purchase two new squad cars from Currie Motors for the total amount of $56,132.

I am requesting a new bid waiver to purchase these vehicles.

Currie Motors only had two squad cars available however; those squad cars were not to our specifications.

We were able to locate two vehicles that met our specifications from Morrow Brothers Ford in Greenfield Il., the contract bidder for the downstate police departments. The government price for the two vehicles would be $58,420. Purchasing the two squads now from Morrow Brothers would be cheaper than waiting to purchase the 2020 year vehicles from Currie Motors in the spring of 2019.

Resolution No. R-18-32
A Resolution Approving Bid and Contract for Police Vehicles

WHEREAS, the City of Prospect Heights, Cook County is an Illinois municipal corporation established and operating pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and

WHEREAS, the Council has determined that it is necessary and in the best interests of the City and its residents to purchase two police vehicles (2019 AWD Utility Police Interceptors); and

WHEREAS, an investigation has shown that such vehicles have already been submitted to bid by the State of Illinois;

WHEREAS, the City finds that purchase of the vehicle as set forth hereinbelow, without further competitive bidding, is in the best interests of the City;

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

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION TWO: The City Council hereby awards a contract in a total amount not to exceed $58,420.00 to the downstate approved bidder, Morrow Brothers Ford of Greenfield, Illinois for the purchase two police vehicles, as set forth in Exhibit A attached hereto and made a part hereof.

SECTION THREE: Any policies or resolutions, or parts thereof, which conflicts with the provisions of this Resolution are hereby expressly repealed to the extent of such conflict.

SECTION FOUR: This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED this 8th day of October, 2018.

____
Mayor Pro Tem

ATTEST:

____
City Clerk

AYES:

NAYES:

ABSENT:

Exhibit A

Contract with Morrow Brothers Ford

WWW.MORROWBROTHERSFORDINC.COM
1242 Main Street • Greenfield, IL • 62044
Phone (217) 368-3037 • Fax (217) 368-3517 • Toll Free 1-877-368-3038

MORROW BROTHERS Ford Greenfield, IL 877-368-3038

STATE OF ILLINOIS
INTERCEPTOR UTILITY AWD
GOVERNMENT PRICING

ORDERING AGENCY: PROSPECT HEIGHTS POLICE DEPT

CONTACT PERSON: SGT. TODD GODAIK **CELL:** 847-769-5811

FORD FLEET # ____________ **PURCHASE ORDER #** ____________

QUANTITY: 2 **COST EACH: $** 29,210

ADDRESS: 14 E. CAMP McDONALD RD PROSPECT HTS. IL. 60070

CITY: PROSPECT HTS **ZIP CODE:** 60070 **TAX EXEMPT # E99**75-3745-07

PHONE: 847-398-5511 **FAX:** 847-398-6080 **EMAIL:** TGODAIK@PROSPECT-HEIGHTS.ORG

TOTAL ORDER COST: $ ____________

SIGNATURE M. Dah **TITLE** SGT.

Morrow Brothers Ford Inc.
1242 Main Street
Greenfield, IL 62044

Phone # 1-217-368-3037
Fax # 1-217-368-3517
Email: richie@morrowbrothersfordinc.com

PLEASE SUBMIT THIS SIGNED FORM WITH ORDER

PAYMENT DUE UPON DELIVERY

2019 POLICE INTERCEPTOR UTILITY STANDARD EQUIPMENT

MECHANICAL

- Alternator – 220-Amp
- Axle Ratio – 3.65 (AWD)
- Battery – H.D. maintenance-free 78A/750-CCA
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Calipers
- Column Shifter
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.7L V6 Ti-VCT FFV
- Engine Hour Meter
- Engine Oil Cooler, Transmission Oil Cooler
- Fuel Tank – 18.6 gallons Capacity
- Suspension – independent front & rear
- Transmission – 6-speed automatic, police calibrated

EXTERIOR

- Antenna, Roof-mounted
- Exhaust True Dual
- Front-Door-Lock Cylinders (Front Driver / Passenger)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Headlamps – LED Low Beam; Incandescent (Halogen) High Beam
- Liftgate w/ Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black, Power Electric Remote
- Rear bumper step pad
- Spare – Full size 18" Tire w/TPMS
- Tail lamps – LED
- Tires – 245/55R18 A/S BSW
- Wheel-Lip Molding – Black
- Wheels – 18" x 8.0 painted black steel with wheel hub cover
- Windshield – Acoustic Laminated

SAFETY / SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags, 2nd generation driver & front-passenger, side seat, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- Belt-Minder® (Front Driver / Passenger)
- Child-Safety Locks (capped)
- Individual Tire Pressure Monitoring System (TPMS)
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

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

Note: Radio does "not" include USB Port or Aux. Audio Input Jack
Note: USB Port and Aux. Audio Input Jack requires SYNC® (53M)

- Easy Fuel® Capless Fuel-Filler
- Front door tether straps (driver/passenger)
- Power pigtail harness
- Rearview Camera with Washer viewable in 4" centerstack – OR – Rear View Camera viewable in rear view mirror 87R (No charge option)
- Recovery Hook, Rear Only
- Simple Fleet Key (w/o microchip, easy to replace)
- Two-way radio pre-wire
- Two (2) 50 amp battery ground circuits – power distribution junction block
- Windows – Rear Defroster
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper

INTERIOR / COMFORT

- Cargo Hooks
- Climate Control – Single-Zone Manual
- Power Door Locks
- Floor Covering – Heavy-Duty Vinyl
- Glove Box – Locking/non-illuminated
- Lighting
  - Overhead Console with Sunglass Holder
  - 1st row task lights (driver and passenger)
  - Dome Lamp – 1st row (red/white)
  - 2nd/3rd row overhead map light
- Mirror – Day/night Rear View
- Particulate Air Filter
- Power-Adjustable Pedals
- Powerpoints – (2) First Row
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
  - 1st Row Police Grade Cloth Trim, Dual Front Buckets
  - 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way manual lumbar)
  - 1st Row – Passenger 2-way manual track (fore/aft. with manual recline)
  - Steel intrusion plates in both driver/passenger seatbacks
  - 2nd Row Vinyl, 60/40 Split Bench Seat with fold-flat
- Speed (Cruise) Control
- Speedometer – Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt with Speed Controls and Redundant Audio Controls
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P
- Windows, Power, 1-touch Up/Down Front Driver/PassengerSide with disable feature

OPTIONS INCLUDED

- All Wheel Drive (K8A)
- Interior Lights Disabled, Dark Mode (43D)
- Driver's Side Whelen LED Spotlight (51T)
- Ignition Override System (SID)
- Front Headlamp Housing, Pre-drilled (86P)
- ~~Tail Lamp Lighting Solution (66B)~~
- ~~Rear Hatch Timer, Delete (18D)~~
- ~~5 Year / 100,000 Miles Powertrain Extended Warranty~~

2019 AWD Utility Police Interceptor
$28,490.00

− 340.00

$ 28,130.00

28148

2019 POLICE INTERCEPTOR UTILITY OPTIONAL EQUIPMENT

KEY EXTERIOR OPTIONS (cont.)	OPTION CODE	CHARGE	SELECTION
VINYL WRAP OPTIONS			
• **Two-Tone Vinyl Package #1** o Roof Vinyl o RH/LH Front-Doors Vinyl o RH/LH Rear-Doors Vinyl o White (YZ) Only	91A	Add $880.00	☐
• **Vinyl Word Wrap - POLICE 'non-reflective'** o White (YZ) lettering located on LH/RH sides of vehicle	91D	Add $820.00	☐
• **Vinyl Word Wrap - POLICE 'reflective'** o Black lettering located on LH/RH sides of vehicle	91E	Add $820.00	☐
• **Vinyl Word Wrap - POLICE 'reflective'** o White lettering located on LH/RH sides of vehicle	91F	Add $820.00	☐
• **Vinyl Word Wrap - SHERIFF 'non-reflective'** o White lettering located on LH/RH sides of vehicle	91G	Add $820.00	☐
WHEELS			
• Full Wheel Covers	65L	Add $60.00	☐
• 18" Painted Aluminum Wheel **Note:** Spare wheel is an 18" conventional (Police) black steel wheel	64E	Add $460.00	☐
AUDIO / VIDEO			
• SYNC® Basic (Voice-Activated Communication System) – Includes single USB port and single auxiliary audio input jack	53M	Add $290.00	☒
• Remappable (4) switches on steering wheel (less SYNC®)	61R	Add $150.00	☐
• Remappable (4) switches on steering wheel (with SYNC®)	61S	Add $150.00	☐
DOORS / LOCKS (select only one)			
• Hidden door-lock plunger w/rear inside door handles inoperable	52P	Add $160.00	☐
• Rear inside door handles inoperable / locks inoperable	68G	Add $35.00	☒
WINDOWS			
• Windows – Rear-windows, operable from front driver side switches	18W	Add $35.00	☐
KEYS (can be ordered with Remote Keyless Entry 55F; not available with Perimeter Anti-Theft Alarm 593)			
• Keyed Alike – 1435x	59E	Add $55.00	☐
• Keyed Alike – 1284x	59B	Add $55.00	☐
• Keyed Alike – 0135x	59D	Add $55.00	☐
• Keyed Alike – 0576x	59F	Add $55.00	☒
• Keyed Alike – 1111x	59J	Add $55.00	☐
• Keyed Alike – 1294x	59C	Add $55.00	☐
• Keyed Alike – 0151x	59G	Add $55.00	☐
SAFETY & SECURITY			
• Ballistic Door-Panels (Level III) – Driver Front-Door Only	90D	Add $1,510.00	☐
• Ballistic Door-Panels (Level III) – Driver & Pass Front-Doors	90E	Add $3,020.00	☐
• BLIS® – Blind Spot Monitoring with Cross-traffic Alert (Requires 54Z)	55B	Add $540.00	☐
• Lockable Gas Cap for Easy Fuel® Capless Fuel-Filler	19L	Add $20.00	☐
• Mirrors – Heated Sideview	549	Add $60.00	☒
• Ford Factory Engine Idle Feature Upgrade o Upgrade: Ignition Override from After-Market Secure Idle Brand to a Ford Factory Installed System with 3 Year / 36,000 Mile Warranty o Feature Includes in-Dash Indicator when System is Activated	47A	Add $240.00	☐
• Remote Keyless-Entry Key Fob (w/o Keypad, less PATS) – (includes 4-key fobs) Note: Available with Keyed Alike, however, key fobs are "not" fobbed alike when ordered with Keyed-Alike	55F	Add $330.00	☐
• Reverse Sensing	76R	Add $275.00	☒
MISCELLANEOUS			
• Aux Air Conditioning **Note:** Highly Recommended for K9 Units	17A	Add $580.00	☐
• Additional Noise Suppression Bonds (Ground Straps)	60R	Add $95.00	☒
• Engine 3.5L Twin Turbo EcoBoost®	99T	Add $3,190.00	☐
• Engine Block Heater	41H	Add $90.00	☐
• Enhanced PTU Cooler – Power Transfer Unit • Recommended Usage: EVOC Training; Continuous / Extended Track Usage **Note:** This PTU Cooler is not required for day to day patrol usage **Note:** Requires the 3.5L V6 EcoBoost® Engine (99T)	52B	Add $2,910.00	☐
• 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	Add $290.00	☐
• Rear Console Plate	85R	Add $35.00	☐
• 4 Molded Splash Guards	MSP	Add $190.00	☐
• External Driver's Door Mounted Keyless Entry Pad	KEP	Add $160.00	☐
• Fire Extinguisher with Vehicle Mount Bracket	FEM	Add $170.00	☐

2019 POLICE INTERCEPTOR UTILITY OPTIONAL EQUIPMENT

OPTIONAL EQUIPMENT (cont.)	OPTION CODE	CHARGE	SELECTION
ULTIMATE WIRING PACKAGE			
• Rear console mounting plate (85R) – contours through 2nd row; channel for wiring • Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear cargo area (overlay) o Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille) o One (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring – supports up to six (6) rear LED lights • Does "not" include LED lights, side connectors or controller o Recommend Police Wire Harness Connector Kits 47C and 21P	67U	Add $560.00	☐
POLICE WIRE HARNESS CONNECTOR KIT - FRONT			
• For connectivity to Ford PI Package solutions includes: o (2) Male 4-pin connectors for siren o (5) Female 4-pin connectors for lighting/siren/speaker o (1) 4-pin IP connector for speakers o (1) 4-pin IP connector for siren controller connectivity o (1) 8-pin sealed connector o (1) 14-pin IP connector	47C	Add $130.00	☒
POLICE WIRE HARNESS CONNECTOR KIT - REAR			
• For connectivity to Ford PI Package solutions includes: o (1) 2-pin connector for rear lighting o (1) 2-pin connector o (6) Female 4-pin connectors o (6) Male 4 pin connectors o (1) 10-pin connector	21P	Add $130.00	☐

KEY EXTERIOR OPTIONS	OPTION CODE	CHARGE	SELECTION
LAMPS / LIGHTING			
• Auto Headlamp	86L	Add $115.00	☐
• Dome Lamp - Red/White in Cargo Area	17T	Add $50.00	☐
• Front Warning Auxiliary LED Lights (Driver side – Red / Passenger side – Blue)	21L	Add $550.00	☐
• Front Interior Visor Light Bar (LED) • Super low-profile warning LED light bar fully integrated into the top of the windshield near the headliner. (Red/Red or Blue/Blue operation. White "take down" and "scene" capabilities), 3 Year Warranty **Note:** Requires Rear Console Plate (85R)	96W	Add $1,060.00	☐
• Front Interior Visor Light Bar (LED) • Whelen FST Front Inner Edge Trio (Red/Blue/White), 5 Year Warranty	FST	Add $1,060.00	☐
• Pre-wiring for grille LED lights, siren and speaker	60A	Add $50.00	☒
• Rear Quarter Glass Side Marker LED Lights (Driver side–Red/Passenger side– Blue) • Whelen Avenger II Duo Red/Blue AVC12J	63L	Add $570.00	☐
• Rear Spoiler Traffic Warning Lights (LED) • Fully integrated in rear spoiler for enhanced visibility • Provides red/blue/amber directional lighting **Note:** Requires Rear Console Plate (85R). Not available with Interior Upgrade Package (65U), 3 Year Warranty	96T	Add $1,380.00	☐
• Interior Rear LED Light Bar • Whelen RST Rear Trio (Red/Blue/Amber) Inner Edge, 5 Year Warranty	RST	Add $1,080.00	☐
• Side Marker LED – Sideview Mirrors (Driver side – Red / Passenger side – Blue) • Located on backside of exterior mirror housing • LED lights only. Wiring, controller "not" included. **Note:** Requires 60A	63B	Add $290.00	☐
SPOT LAMP, LED BULB			
• Passenger Side Whelen LED Spotlight	51V	Add $420.00	☐
BODY			
• Glass – Solar Tint 2nd Row, Rear Quarter and Liftgate Window (Deletes Privacy Glass)	92G	Add $120.00	☐
• Glass – Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	92R	Add $90.00	☒
• Roof Rack Side Rails – Black	68Z	Add $150.00	☐
• Deflector Plate	76D	Add $330.00	☐

2019 POLICE INTERCEPTOR UTILITY OPTIONAL EQUIPMENT

OPTIONAL EQUIPMENT	OPTION CODE	CHARGE	SELECTION
INTERIOR UPGRADE OPTION ****Not Recommended for Radio & Equipment Mounting***			
• 1st and 2nd Row Carpet Floor Covering	65U	Add $370.00	☐
• Cloth Seats – Rear			
• Center Floor Console less shifter w/unique Police console finish plate* and two cup holders			
• Deletes the standard console mounting plate (85D)			
FRONT HEADLAMP / POLICE INTERCEPTOR HOUSING ONLY			
• Pre-molded side warning LED holes (does not include LED installed lights; eliminates need to drill housing assemblies)	86P	Included	☒
FRONT HEADLAMP LIGHTING SOLUTION			
• Includes base LED Low beam/Incandescent (Halogen) High beam headlamp with High Beam Wig-wag function and two (2) white rectangular LED side warning lights	66A	Add $820.00	☐
• Wiring, LED lights included. Controller "not" included			
TAIL LAMP / POLICE INTERCEPTOR HOUSING ONLY			
• Pre-existing holes (does not include LED installed lights) (eliminates need to drill housing assemblies)	86T	Add $60.00	☐
TAIL LAMP LIGHTING SOLUTION			
• Includes base LED lights plus two (2) rear integrated hemispheric lighthead white LED side warning lights in taillamps	66B	Included	☐
• LED lights only. Wiring, controller "not" included			
REAR LIGHTING SOLUTION			
• Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass	66C	Add $480.00	☐
• Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open)			
• LED lights only. Wiring, controller "not" included			
CARGO WIRING UPFIT PACKAGE			
• Rear console plate (85R) – contours through 2nd row; channel for wiring	67G	Add $1,280.00	☐
• Wiring overlay harness with lighting and siren interface connections			
• Vehicle Engine Harness:			
○ Two (2) light connectors – supports up to six (6) LED lights (engine compartment)			
○ Two (2) grille light connectors			
○ One (1) 10-amp siren/speaker circuit (engine to cargo area)			
• Whelen Lighting PCC8R Control Head			
• Whelen PCC8R Light Relay Center (mounted behind 2nd row seat)			
• Light Controller / Relay Center Wiring (jumper harness)			
• Whelen Specific Cable (console to cargo area) Connects PCC8R to Control Head			
• Pre-wiring for grille LED lights, siren and speaker (60A)			
• Does "not" include LED lights ○ Recommend Police Wire Harness Connector Kits 47C and 21P			
READY FOR THE ROAD PACKAGE: all-in complete includes police interceptor packages: 66A, 66B, 66C, plus			
• Whelen Cencom Light Controller Head with dimmable backlight	67H	Add $3,770.00	☐
• Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor (mounted behind 2nd row seat)			
• Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails			
• High current pigtail			
• Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head			
• Pre-wiring for grille LED lights, siren and speaker (60A)			
• Rear console plate (85R) – contours through 2nd row; channel for wiring			
• Grille linear LED Lights (Red / Blue) and harness			
• 100-Watt Siren / Speaker			
• Hidden Door-Lock Plunger / Rear-Door Handles Inoperable (52P)			

POLICE VEHICLE WARNING EQUIPMENT AND PACKAGES

WARNING EQUIPMENT AND PACKAGES	CHARGE	SELECTION
Basic Patrol Package • Whelen Liberty II 48" LED Light Bar • Integrated Alley Lights, Take downs with Flash • Integrated Traffic Advisor • Full Feature Siren w/ Light Controls, PA (Whelen) • 100 Watt Siren Speak w/Bracket (Whelen • 4 LED Corner Lights, 2-Front 2-Rear (Whelen) • Custom Equipment Console • 3 Outlet 12 Volt Strip, Cupholders • Light Bar Mounting Kit • Installation of One Customer Supplied, 2-Way Radio and Antenna • All Parts, Labor, and Professional Installation	Add $4,980.00	☐
Upgrade Light Bar to Whelen Legacy Model	Add $770.00	☐
Slick Top Package • Interior LED's in lieu of Light Bar; Includes Whelen FST Trio & RST Trio	Add $4,980.00	☐
Two Ion LED Grill Lights (standard with Slick Top Package)	Add $280.00	☐
Whelen LINV2 180 Degree Under Mirror Side Warning	Add $490.00	☐
Whelen Tracer Lower Side Warning	Add $1,680.00	☐
Prisoner Partition - Sliding Center Window, XL Space Saver, Center Weapons Recess	Add $880.00	☐
Supply & Install LED Light in Prisoner Area	Add $160.00	☐
Rear Window Armor	Add $290.00	☐
Dual Weapons Rack w/Timer; AR/870 Setina Vaultlock or Pro Gard Tri-Lock	Add $560.00	☐
Push Bumper with 4 Ion LED Warning Lights	Add $880.00	☐
Rear Prisoner Seat w/ Cargo Barrier	Add $1,480.00	☐
Rear Cargo Barrier Only	Add $590.00	☐
Computer Mount for Customer Supplied Docking Station (includes new charge guard)	Add $490.00	☐
Install Additional Radio	Add $90.00 each	☐
Install Video* Camera System	Add $390.00	☐
Install Radar* System	Add $80.00	☐
Locking Dual-Drawer Rear Cargo Storage Cabinet	Add $1,990.00	☐
Lund Loft Rear Overhead Weapon/Electronics Storage Vault	Starting at $795.00	☐

Custom Programming Available at an Additional $90.00 per Hour

***Customer Supplied Video and Radar Must Include Vehicle Specific Mounting Kit**

2019 POLICE INTERCEPTOR UTILITY COLORS, SEATING, LICENSING

EXTERIOR COLOR	PAINT CODE	CHARGE	SELECTION
Medium Brown Metallic	BU	Add $0.00	☐
Arizona Beige Metallic Clearcoat	E3	Add $0.00	☐
Vermillion Red	E4	Add $0.00	☐
Blue Metallic	FT	Add $0.00	☐
Shadow Black	UM	Add $0.00	☐
Smokestone Metallic	HG	Add $0.00	☐
Kodiak Brown Metallic	J1	Add $0.00	☐
Dark Toreador Red Metallic	JL	Add $0.00	☐
Norsea Blue Metallic	KR	Add $0.00	☐
Dark Blue	LK	Add $0.00	☐
Royal Blue	LM	Add $0.00	☐
Light Blue Metallic	LN	Add $0.00	☐
Silver Grey Metallic	TN	Add $0.00	☐
Sterling Grey Metallic	UJ	Add $0.00	☐
Ingot Silver Metallic	UX	Add $0.00	☐
Medium Titanium Metallic	YG	Add $0.00	☐
Oxford White	YZ	Add $0.00	☒

INTERIOR SEATING	SEATING	CHARGE	SELECTION
Cloth Front Buckets / Vinyl Rear • Front - Unique Heavy-Duty Cloth, Front Bucket Seats Driver 6-way Power Track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar) • Passenger - 2-way Manual Track (fore/aft. With manual recline) • Rear - 60/40 Split Vinyl	9W Standard	Add $0.00	☒
Cloth Front Buckets / Cloth Rear • Front - Unique Heavy-Duty Cloth, Front Bucket Seats Driver 6-way Power Track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar) • Passenger - 2-way Manual Track (fore/aft. With manual recline) • Rear - 60/40 Split Cloth	FW Optional	Add $60.00	☐
Front Passenger Seat, 6-Way Power	Optional (87P)	Add $320.00	☐
Carpet Floor Covering in leui of Vinyl Floor Covering	Optional (16C)	Add $125.00	☐
Front & Rear WeatherTech Floor Liners	WTECH	Add $180.00	☐

OPTIONAL UTILITY DELETIONS	CODE	CHARGE	SELECTION
• Delete Driver's Side Spotlight	DDSS	Credit $100.00	☐
• Delete Ignition Override System	DIOS	Credit $100.00	☐

LICENSE, TITLE FEE AND DELIVERY		CHARGE	SELECTION
M	-	Add $175.00	☐
MP	-	Add $175.00	☐
Sheriff	-	Add $175.00	☐
Delivery - Single Unit	-	Add $275.00	☐
Delivery - Multiple Units	-	Add $225.00 each	☐

MORROW BROTHERS FORD INC. TRADE INFORMATION

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

ORDERING AGENCY: ____________________________ CONTACT: _________________________________

ADDRESS: ____ CITY: ________________________________

PHONE NUMBER: _______________________________ FAX NUMBER: ______________________________

TRADE VALUE (MORROW BROTHERS USE ONLY) $____

TRADE-IN VEHICLE INFORMATION

YEAR______________ MAKE___________________ MODEL / BODY STYLE__________________________

COLOR_______________________________________ VIN #____

ENGINE ________________ TRANSMISSION ____________________________ MILEAGE _______________

FRONT WHEEL DRIVE _______ ALL-WHEEL DRIVE _______ 4X4 TRUCK _______ 2WD TRUCK ________

HAS THIS VEHICLE BEEN USED AS A K9 UNIT?

LIST ANY BODY DAMAGE:

LIST ANY MECHANICAL PROBLEMS OR DEFECTS:

YOU MAY E-MAIL PICTURES TO: richie@morrowbrothersfordinc.com

WE WILL TRADE FOR ANYTHING!

City of Prospect Heights

Department of Engineering
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070
Office:847/398-6070 x 210-FAX: 847/590-1854
www.prospect-heights.il.us

To: Joe Wade, City Administrator
Date: October 3, 2018
Re: Add Street Segments to 2018 Road Program

I have conducted an additional field review of a few street segments immediately in the area of roadway segments included in the 2018 Road Program. I found a few of these streets to be in a similar condition to the roadways that are scheduled for rehabilitation/resurfacing in 2018 and recommend that these streets be added to the program. The rehabilitation methods of the additional streets will be very similar to the other roadways within the 2018 road program. The additional streets and associated costs are:

- 77-79 Country Club Drive(cul-de-sac) $11,700
- 189-199 Country Club Drive (cul-de-sac) $9,900
- 227-237 Country Club Drive (cul-de-sac) $8,700
- Kewaunee Court – Minnaqua Drive to dead end $16,900
    - Total Add to Project $47,200 (3.2% add to project)
    - Awarded Base Bid $1,459,459.00
    - Revised Contract Amount $1,506,659.00

I recommend that the four street segments listed above be added to the current road program.

Respectfully,

Steven D.Berecz, PE

Steven D. Berecz, PE
City Engineer
847-398-6070 x210
sberecz@prospect-heights.org

Resolution R-18-37

A Resolution Approving Bid and Contract for Additional Street Resurfacing

Whereas, the City of Prospect Heights solicited bids for 2018 Street Resurfacing Program; and

Whereas, the City Council of the City of Prospect Heights awarded the contract to the lowest responsible bidder, Builders Paving, LLC, at a cost not to exceed $1,459,459.00; and

Whereas, subsequent to this bid award, preparatory work for the resurfacing project revealed the need for additional street resurfacing work to be needed in the designated resurfacing areas; and

Whereas, the City Engineer is recommending the addition of this work, in the amount of $47,200;

Now, Therefore, Be it resolved by the City Council of the City of Prospect Heights, Cook County, Illinois as follows:

Section One: That in accordance with the City Engineer's recommendation, additional street resurfacing work in the amount of $47,200, be authorized to Builders paving, LLC

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

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

Passed and approved this 8th day of October, 2018.

____
Nicholas J. Helmer, Mayor

Attest:

____
City Clerk

Ayes:

Nays:

Absent:

City of Prospect Heights

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

MEMORANDUM

Date: 9/25/2018

To: Joe Wade

Cc: Peter Falcone

From: Mark W. Roscoe, Superintendent of Public Works

Subject: Declaration of Surplus Property- Public Works 9/25/18

Purpose-
This memo is to establish a surplus property ordinance which will identify equipment that has outlived its usefulness to the City. This property is being declared surplus due to obsolescence, age, excessive mileage, or beyond economical repair.

Background-
Periodic reviews of vehicles and equipment insuring they have value and usefulness to the City. When this type of property is declared surplus it will be sent to auction or destroyed.

Financial Impact-
There will be no detrimental effects, money raised from the result of the sale of surplus property will be returned to the general fund.

Recommendation-
Approve this ordinance to surplus the attached property.

Items-
The list below of property identified to be declared surplus and removed from the City's inventory.

2004 Ford Taurus – 99,800 miles- VIN# 1FAFP53214G197733

1990 Beaver Creek flatbed trailer 14ft. - beyond economical repair- VIN 491051

ORDINANCE NO. O-18-33

ORDINANCE DIRECTING THE SALE OF SURPLUS PROPERTY

WHEREAS, the City Council has determined according to State Statute that there exists certain personal property owned by the City that is no longer necessary or useful to the City and is hereby declared to be surplus property;

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

SECTION 1: That pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council finds the following property to be no longer be necessary or useful to the City and is hereby declared surplus property:

Car #1- 2004 Ford Taurus –VIN 1FAFP53214G197733- 99k miles -retired pool car

Trailer #1- 1990 Beaver Creek flatbed trailer - VIN 491051 –beyond economic repair

SECTION 2: That pursuant to the authority of Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council hereby authorizes and directs the City Administrator or her designee to dispose of said surplus property in any manner she sees fit which may include the negotiated sale of the above property, or any other lawful means. The City Administrator need not advertise the property for sale.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

PASSED and APPROVED this ____ day of ________________, 2018.

____

Nicholas J. Helmer, Mayor

ATTEST:

____

Wendy Morgan- Adams, City Clerk

AYES:

NAYS:

ABSENT:

Published in pamphlet form ____________, 2018.

September 19, 2018

To: Joe Wade, City Administrator

From: Michael DuCharme, Finance Director

Subject: Fund balance policy and reserves

Background:
At the last Council meeting, discussion of management of the proceeds of the City's Piper Lane property evolved into discussion of raising the City's General Fund Balance from 25% to 30%, with Council direction to the City Attorney to prepare a resolution memorializing the Council's intent at the September 24 meeting.

Analysis:
While the intention of increasing fund balance to 30 per cent is understood to provide better financial reserves for the City during difficult economic times, deliberate consideration of this item with recognition of the City's more recent development of a capital fund is encouraged. Additionally, it is strongly recommended the City revisit its definition and calculation of fund balance before undertaking this decision.

The current fund balance policy stipulates that the City will maintain two general fund reserves:

- Operating reserve - calculated at 15% of the average revenue for the previous 5 years
- Emergency reserve – calculated at 10% of the next year's budgeted expenditures

Presently, the City's operating reserve (fund balance) policy is:

- *"The City will maintain an additional General Fund "Operating Reserve" with an upper goal of an additional fifteen percent (15%)of the actual annual average General Fund revenues for the preceding five fiscal years. The Operating Reserve is intended to be a reserve for unexpected events whose impact exceeds $500,000 such* *as failure of the State to remit revenues to the City, unexpected mandates, unexpected loss of State shared revenues, continuance of critical City services due to unanticipated events, or to offset the unexpected loss of a significant funding source for the remainder of the fiscal year.*

- *Any use of the Operating Reserve funds must be approved by the City Council and include a repayment plan that projects to restore the Operating Reserve to the fifteen per cent level within two fiscal years following the fiscal year in which the event occurred.*
- In addition to this operating reserve calculation, the City fund balance policy called for an emergency reserve of "*10 per cent of current budgeted General Fund expenditures."*
- Finance Director and Administrator propose a normalization of this policy to a more prevalent standard of an Operating Reserve (there seemingly is no point to distinguish between operating and emergency reserves) of "30 per cent (Council direction) of current budgeted General Fund expenditures.)

Fund Balance as of 4/30/18 (unaudited):

CURRENT FUND BALANCE POLICY		
General Fund Balance	Amount	
Non-Spendable	5,088,947	Includes $116k due from SSA#1, $442k due from Parking and $4415k due from TIF)
Restricted Fund Balance		
(Narcotics, Seized Assets, DUI)	64,129	Represents actual cash balances
Committed - Operating Reserve	1,195,872	Represents 15% of average revenue for previous 5 years
Committed - Emergency Reserve	844,844	Represents 10% of FY19 budgeted expenditures
Unassigned Fund Balance	1,952,291	
	9,146,083	
	-	
PROPSED FUND BALANCE POLICY		
Non-Spendable	5,088,947	Includes $116k due from SSA#1, $442k due from Parking and $4415k due from TIF)
Restricted Fund Balance		
(Narcotics, Seized Assets, DUI)	64,129	Represents actual cash balances
Committed - Operating Reserve	2,112,110	Represents 30% of FY19 budgeted expenditures
Committed - Emergency Reserve	-	Eliminated in the proposed fund balance policy
Unassigned Fund Balance	1,880,897	
	9,146,083	

Typically, a municipality will have a single fund balance reserve, for future emergencies and/or contingencies, established at 25-35% of current budgeted General Fund expenditures.

The City's current fund balance policy establishes two reserves – one based on 10% of current budgeted general fund expenditures and a second one based on a 15% of 5 year average revenue. As noted in the table above, the City's reserves total $2,040,716 under the current policy and is $2,112,110 under the proposed policy. As such, there is minimal change to the total reserve balance.

As the City's revenue streams continue to change and fluctuate, we believe the City's reserves could be manipulated and in some cases understated based on various market conditions. Staff believes using the current budgeted expenditures as a focal point in calculating the reserve is a better indicator of current conditions and mirrors the City's ongoing efforts and strategies.

Recommendation:

Staff recommends that fund balance policy be revised to eliminate the emergency reserve and increase the operating reserve to 30%.

ORDINANCE NO. O-18-34

An Ordinance Amending Chapter 11, Section 8 of Title 1
Raising the Operating Reserve of the General Fund

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

WHEREAS, the City Council derives its rights, powers and authority from the various sections of the Illinois Municipal Code; and

WHEREAS, the City Council has determined that it is necessary and in the best interests of the City to amend Chapter 11, Section 8 of Title 1 Raising the Operating Reserve of the General Fund;

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

SECTION ONE: That the above recitals are hereby incorporated into this Ordinance as if set forth verbatim.

SECTION TWO: That Chapter 11, Section 8 to Title 1 of the City Code of the City of Prospect Heights is hereby amended, with deletions in strikethrough and additions in bold, underline text so that the same shall be read as follows:

1-11-8 Fund Policy Balance

PURPOSE

The Governmental Accounting and Financial Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54).* This Policy shall be adopted by the City as of the fiscal year ended April 30, 2012. In the fund financial statements, governmental funds shall be composed of non-spendable, restricted, committed, assigned and unassigned funds.

RATIONALE

The Fund Balance Policy is intended to provide guidelines during the preparation and execution of the annual budget to ensure that sufficient reserves are maintained for unanticipated expenditures or revenue shortfalls. It also is intended to preserve flexibility throughout the fiscal year to make adjustments in funding for programs approved in connection with the annual budget.

The Fund Balance Policy should be established based upon a long-term perspective recognizing that stated thresholds are considered minimum balances. The main objective of establishing and maintaining a Fund Balance Policy is for the City to be in a strong fiscal position that will allow for better position to weather negative economic trends.

POLICY STATEMENT

The Fund Balance is the difference between assets and liabilities reported in a governmental fund. Fund balance measures the net current financial resources available to finance expenditures of future periods. Fund balance reporting will be in accordance with the recent authoritative pronouncements and may include the following categories:

- **Non-spendable Fund Balance** consists of funds that cannot be spent due to their form (e.g. inventories and prepaids) or funds that legally or contractually must be maintained intact.
- **Restricted Fund Balance** consists of funds that are mandated for a specific purpose by external parties, constitutional provisions or enabling legislation. Special revenue funds are by definition restricted or committed for those specified purposes. Additionally, this would include but not limited to, bond capital project funds and debt service funds.
- **Committed Fund Balance** consists of funds that are set aside for a specific purpose by the City's highest level of decision making authority (City Council). The City Council commits fund balances by passing an ordinance or resolution. The same formal action must be taken to remove or change the limitations placed on the funds.
- **Assigned Fund Balance** consists of funds that are set aside with the intent to be used for a specific purpose by the City Council. The City Council authorizes the City Administrator or Finance Director to determine the assigned fund balance(s) on an annual basis. Assigned funds cannot cause a deficit in unassigned fund balance.
- **Unassigned Fund Balance** consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

Non-spendable and Restricted Funds

Non-spendable funds are those funds that cannot be spent because they are either:

1) Not in spendable form (e.g. inventories and prepaids).
2) Legally or contractually required to be maintained intact.

It is the responsibility of the Finance Director to report all Non-spendable Funds appropriately in the City's Financial Statements.

Restricted funds are those funds that have constraints placed on their use either:

1) Externally by creditors, grantors, contributors, or laws or regulations or other governments
2) By law through constitutional provisions or enabling legislation.

It is the responsibility of the Finance Director to report all Restricted Funds appropriately in the City's Financial Statements.

Classifying Fund Balance Amounts
When both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it. When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second, and unassigned funds last; unless the City Council has provided otherwise in its commitment or assignment actions.

Authority to Commit Funds
The City Council has the authority to set aside funds for a specific purpose. Any funds set aside as Committed Fund Balance requires the passage of an ordinance or resolution. The passage of an ordinance or resolution must take place prior to April 30th of the applicable fiscal year. If the actual amount of the commitment is not available by April 30th, the ordinance or resolution must state the process or formula necessary to calculate the actual amount as soon as information is available.

Authority to Assign Funds
Upon passage of the Fund Balance Policy, direction is given to the City's Administrator or Finance Director to assign funds for specific purposes. Any funds set aside as Assigned Fund Balance must be reported to the City Council at their next regular meeting. The governing board has the authority to remove or change the assignment of the funds with a simple majority vote.

The City Council has the authority to set aside funds for the intended use of a specific purpose. Any funds set aside as Assigned Fund Balance requires a simple majority vote and must be recorded in the minutes. The same action is required to change or remove the assignment.

Unassigned Fund Balance
Unassigned Fund Balance is the residual amount of Fund Balance in the General Fund. It represents the resources available for future spending. An appropriate level of Unassigned Fund Balance should be maintained in the General Fund in order to cover unexpected expenditures and revenue shortfalls.

Unassigned Fund Balance may be accessed in the event of unexpected expenditures up to the minimum established level upon approval of a budget revision by the City Council.

In the event of projected revenue shortfalls, it is the responsibility of the City Treasurer to report Any budget revision that will result in the Unassigned Fund Balance dropping below the minimum level will require the approval of 2/3 vote of the City Council the projections to the City Council on a quarterly basis and shall be recorded in the minutes.

~~Emergency Reserve~~
~~Maintaining an Emergency Reserve is a necessity for sound financial management and fiscal accountability. The City Council has the authority to establish an Emergency Reserve that will~~

~~be a Committed Fund Balance. An Emergency Reserve is established for the purpose of providing funds for an urgent event that affects the health and safety of residents (e.g. floods, fires, storm damage, etc.). The minimum level for the Emergency Reserve is 10% of General Fund expenditures. The recognition of an urgent event must be established by the City Council or their designee (e.g. City Administrator). If established by the governing board's designee, the specific urgent event must be reported to the City Council at their next meeting. A budget revision must be approved by the City Council. In the event that the balance drops below the established minimum level, the City Council will develop a plan to replenish the Emergency Reserve balance to the established minimum level within two years.~~

Operating Reserve

The city will maintain a~~n additional~~ General Fund "Operating Reserve" with an upper ~~goal~~**limit** of ~~an additional fifteen percent (15%)~~**thirty percent (30%)** of the ~~actual annual average~~**current budgeted** General Fund **expenditures**~~revenues for the preceding five fiscal years~~. The Operating Reserve is intended to be a reserve for unexpected events whose impact exceeds $500,000 such as failure of the State to remit revenues to the city, unexpected mandates, unexpected loss of State Shared revenues, continuance of critical city services due to unanticipated events, or to offset the unexpected loss of a significant funding source for the remainder of the fiscal year. **In addition, the Operating Reserve is intended to be a reserve for the purpose of providing funds for an urgent event that affects the health and safety of residents (e.g. floods, fires, storm damage, etc.).**

Any use of the Operating Reserve funds must be approved by the City Council and include a repayment plan that projects to restore the Operating Reserve to the ~~fifteen percent (15%)~~**thirty percent (30%)** level within two fiscal years following the fiscal year in which the event occurred.

Enterprise Water Operating Reserve

The City of Prospect Heights Enterprise Operating Fund working capital will be maintained to provide the city with a comfortable margin of safety to address emergencies and unexpected declines in revenue without borrowing. The cash reserve balance (working capital) goal for the water enterprise operating funds will be at least twenty-five (25%) of the actual operating expenditures for the fiscal year.

Enterprise Water Debt Stabilization Reserve

The city will maintain a "Debt Stabilization Fund" with an upper goal of approximately fifty percent (50%) of the maximum annual average debt service payment in the following five years. The Debt Stabilization Fund is intended to provide additional security to insure the city's ability to meet debt service obligations. In the event the Debt Stabilization Fund is used, the city shall strive to restore the fund to the definite level within the next three fiscal years following the fiscal year in which the fund was used.

Asset Maintenance Fund

The city will maintain an additional "Asset Maintenance Fund" with an upper goal equal to two percent (2%) of the enterprise fund infrastructure assets. The Asset Maintenance Fund may be used to provide funding for the repair and maintenance of critical infrastructure. In the event the

Asset Maintenance Fund is used, the city shall strive to restore the fund to the defined level within the next three fiscal years following the fiscal year in which the fund was used.

Solid Waste Operating Reserve
The working capital goal for the residential and commercial solid waste enterprise funds is twenty percent (20%) of the actual operating expenditures for the current fiscal year.

Section 2: This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED and APPROVED this ____day of October, 2018.

____
Nicholas J. Helmer, Mayor

ATTEST:

____
City Clerk

AYES:
NAYS:
ABSENT:

Published in pamphlet form:

10/8/18 WARRANT LIST

Checks		
General Fund	$	117,004.80
Motor Fuel Tax Fund		-
Palatine/Milwaukee Tax Increment Financing District		-
Tourism District		68,688.75
Development Fund		-
Drug Enforcement Agency Fund		-
Solid Waste Fund		27,090.86
Special Service Area #1		-
Special Service Area #2		-
Special Service Area #3		-
Special Service Area #4		-
Special Service Area #5		-
Special Service Area #8 - Levee Wall #37		-
Special Service Area-Constr#6(Water Main)		-
Special Service Area-Debt#6		-
Capital Improvements		-
Palatine Road Tax Increment Financing		-
Road Construction		-
Road Construction Debt		-
Water Fund		4,592.78
Parking Fund		28.77
Sanitary Sewer Fund		3,305.00
Road/Building Bond Escrow		858.00
TOTAL	$	221,568.96
Wire Payments		
9/28/18 PAYROLL POSTING		153,895.29
SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND		17,875.03
POLICE PENSION PAYMENTS		-
	$	393,339.28

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

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
ADMINISTRATIVE CONSULTING	1244	ANNUAL CONTRACT 2018	09/24/2018	01-370-5102	10,000.00	.00	
Total ADMINISTRATIVE CONSULTING SPECIALIST:					10,000.00	.00	
AMERICAN SOLUTIONS FOR B	INV03658603	PD TICKET SUPPLIES	09/01/2018	01-360-5221	1,779.80	.00	
Total AMERICAN SOLUTIONS FOR BUSINESS:					1,779.80	.00	
CANON FINANCIAL SERVICES	19228384	SUPPLIES	09/21/2018	01-340-5700	181.09	.00	
Total CANON FINANCIAL SERVICES:					181.09	.00	
CARDMEMBER SERVICE	9/20/18	SUPPLIES	09/20/2018	01-310-5950	36.63	.00	
CARDMEMBER SERVICE	9/20/18	POSTAGE	09/20/2018	51-300-5200	1,400.00	.00	
CARDMEMBER SERVICE	9/20/18	SCHOOL PRESENTATION	09/20/2018	01-310-5300	24.00	.00	
CARDMEMBER SERVICE	9/20/18	SOLAR CHARGES	09/20/2018	01-350-5020	383.74	.00	
CARDMEMBER SERVICE	9/20/18	IPASS	09/20/2018	01-350-5020	9.80	.00	
CARDMEMBER SERVICE	9/20/18	IPASS	09/20/2018	01-350-5020	9.80	.00	
CARDMEMBER SERVICE	9/20/18	WATER PUMP & CONNECTION	09/20/2018	51-300-5050	566.40	.00	
CARDMEMBER SERVICE	9/20/18	WATER PUMP PARTS	09/20/2018	51-300-5050	101.06	.00	
CARDMEMBER SERVICE	9/20/18	LOCKOUT TOOLS	09/20/2018	01-360-5610	20.00	.00	
CARDMEMBER SERVICE	9/20/18	PD TRAINING	09/20/2018	01-360-5330	159.00	.00	
CARDMEMBER SERVICE	9/20/18	PETCO	09/20/2018	01-360-5141	76.86	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	281.16	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	239.85	.00	
CARDMEMBER SERVICE	9/20/18	JOB POSTINGS	09/20/2018	01-350-5820	325.00	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	149.85	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	4.20	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	254.85	.00	
CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	01-320-5410	157.90	.00	
CARDMEMBER SERVICE	9/20/18	AT&T	09/20/2018	01-320-5410	817.82	.00	
CARDMEMBER SERVICE	9/20/18	ICSC	09/20/2018	01-340-5310	95.00	.00	
CARDMEMBER SERVICE	9/20/18	ICSC	09/20/2018	01-340-5310	270.00	.00	
CARDMEMBER SERVICE	9/20/18	POSTAGE	09/20/2018	01-320-5200	72.67	.00	
Total CARDMEMBER SERVICE:					5,455.59	.00	
CIVILTECH ENGINEERING INC	46906	BRIDGE INSPECTION	09/07/2018	01-320-5105	560.70	.00	
Total CIVILTECH ENGINEERING INC:					560.70	.00	
CONSTANT CONTACT, INC	15HBR8UAB27	COMPUTER CONSULTANT	10/02/2018	01-320-5130	588.00	.00	
Total CONSTANT CONTACT, INC:					588.00	.00	
CONSTELLATION NEWENERGY	12989047101	0051066105	09/20/2018	01-350-5411	452.71	.00	
CONSTELLATION NEWENERGY	12989114501	8285851	09/20/2018	01-350-5411	222.72	.00	
Total CONSTELLATION NEWENERGY INC.:					675.43	.00	
COUNTRY INN & SUITES	8/2/18	TOURISM GRANT	08/02/2018	13-300-5920	11,848.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total COUNTRY INN & SUITES:					11,848.00	.00	
CROWNE PLAZA	9/11/18	TOURISM GRANT	09/11/2018	13-300-5920	25,249.25	.00	
Total CROWNE PLAZA:					25,249.25	.00	
DATACOM	9/20/18	UCC UPDATE	09/20/2018	01-360-5610	449.00	.00	
Total DATACOM:					449.00	.00	
DAVID BANASZYNSKI	10/2018	HEALTH INSPECTION	10/04/2018	01-340-5100	300.00	.00	
Total DAVID BANASZYNSKI:					300.00	.00	
DEKIND COMPUTER CONSULT	25008	COMPUTER CONSULTANT	10/01/2018	01-320-5130	3,510.00	.00	
DEKIND COMPUTER CONSULT	25048	TRIP CHARGES	10/01/2018	01-320-5130	90.00	.00	
Total DEKIND COMPUTER CONSULTANTS:					3,600.00	.00	
FEDEX	6-318-82405	SHIPPING	09/26/2018	01-320-5200	29.49	.00	
Total FEDEX:					29.49	.00	
FLEXSOURCE, LLC	18578	ADMINISTRATION FEES	09/25/2018	01-320-5100	65.00	.00	
Total FLEXSOURCE, LLC:					65.00	.00	
FOOD & ALCOHOL SERVICE TR	2018-13	SANITARY INSPECTIONS	10/01/2018	01-340-5100	585.00	.00	
Total FOOD & ALCOHOL SERVICE TRAINING INC:					585.00	.00	
FRANCZEK RADELET	182637	SERGEANTS NEGOTIATIONS	09/26/2018	01-324-5123	2,001.00	.00	
Total FRANCZEK RADELET:					2,001.00	.00	
HILTON - CHICAGO/NORTHBRO	9/11/18	TOURISM GRANT	09/11/2018	13-300-5920	31,591.50	.00	
Total HILTON - CHICAGO/NORTHBROOK:					31,591.50	.00	
HMO ILLINOIS	9/14/18	HEALTH INSURANCE	09/14/2018	01-360-4100	6,384.80	.00	
Total HMO ILLINOIS:					6,384.80	.00	
ILLINOIS SECRETARY OF STAT	10/4/18	LICENSE PLATE RENEWAL- E2	10/04/2018	01-360-5321	126.00	.00	
Total ILLINOIS SECRETARY OF STATE:					126.00	.00	
ILLINOIS STATE POLICE	201385	LIQUOR LICENSE BACKGROUN	08/17/2018	01-320-5100	27.00	.00	
Total ILLINOIS STATE POLICE:					27.00	.00	
IUOE LOCAL 150 ADMIN	#150 A 10/12/1	LOCAL 150 ADMIN DUES	10/01/2018	01-000-2050	312.29	.00	
Total IUOE LOCAL 150 ADMIN:					312.29	.00	
IUOE LOCAL 150 MEMBERSHIP	#150 M 10/12/1	LOCAL 150 MEMBERSHIP DUE	10/01/2018	01-000-2050	58.85	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total IUOE LOCAL 150 MEMBERSHIP:					58.85	.00	
JEFFREY L BAUREIS	34	ELECTRICAL INSPECTIONS	09/29/2018	01-340-5100	1,290.00	.00	
Total JEFFREY L BAUREIS:					1,290.00	.00	
JG UNIFORMS INC	42040	CROSSING GUARD VEST	09/17/2018	01-360-7022	68.06	.00	
JG UNIFORMS INC	42160	PD UNIFORM	09/18/2018	01-360-5741	252.00	.00	
JG UNIFORMS INC	42394	PD UNIFORM	09/24/2018	01-360-5741	74.60	.00	
JG UNIFORMS INC	42442	PD UNIFORM	09/24/2018	01-360-5741	226.25	.00	
JG UNIFORMS INC	42467	PD UNIFORM	09/24/2018	01-360-5741	25.95	.00	
JG UNIFORMS INC	42490	PD UNIFORM	09/25/2018	01-360-5741	16.50	.00	
JG UNIFORMS INC	42559	PD UNIFORM	09/25/2018	01-360-5741	107.30	.00	
JG UNIFORMS INC	42560	PD UNIFORM	09/25/2018	01-360-5741	8.00	.00	
JG UNIFORMS INC	42598	PD UNIFORM	09/25/2018	01-360-5741	146.00	.00	
Total JG UNIFORMS INC:					924.66	.00	
LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	01-322-5101	13,800.00	.00	
LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	51-300-5101	2,475.00	.00	
LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	53-300-5101	2,475.00	.00	
Total LAUTERBACH & AMEN, LLP:					18,750.00	.00	
LOGSDON OFFICE SUPPLY	1037148-001	OFFICE SUPPLIES	09/17/2018	01-320-5700	77.45	.00	
Total LOGSDON OFFICE SUPPLY:					77.45	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	01-000-2030	152.02	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	01-320-4110	22.69	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	01-340-4110	32.85	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	01-350-4110	41.25	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	01-360-4110	221.08	.00	
MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	51-300-4110	10.31	.00	
Total MADISON NATIONAL LIFE:					480.20	.00	
METROPOLITAN ALLIANCE OF	#252 10/2018	MAP #252 DUES	10/01/2018	01-000-2052	504.00	.00	
METROPOLITAN ALLIANCE OF	#253 10/2018	MAP #253 DUES	10/01/2018	01-000-2052	180.00	.00	
Total METROPOLITAN ALLIANCE OF POLICE:					684.00	.00	
MICHAEL PORZYCKI	9/26/18	PHONE REIMBURSEMENT	09/26/2018	01-340-5100	38.67	.00	
Total MICHAEL PORZYCKI:					38.67	.00	
MILORAD DERMAN	9/26/18	GAS REIMBURSEMENT	09/26/2018	01-360-5751	35.51	.00	
Total MILORAD DERMAN:					35.51	.00	
N H SCOTT & HANEKAMP FUNE	9/26/18	FUNERAL SERVICES	09/26/2018	01-360-5100	300.00	.00	
Total N H SCOTT & HANEKAMP FUNERAL HOME:					300.00	.00	
NANCY LUTTON	10/2/18	PERMIT CANCELLATION	10/02/2018	01-130-3400	75.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total NANCY LUTTON:					75.00	.00	
NEIGHBORHOOD REMODELER	18-344	ROAD BOND REFUND	10/01/2018	72-000-2310	858.00	.00	
Total NEIGHBORHOOD REMODELERS:					858.00	.00	
NICOR GAS	9/20/18	PD SRVC 98-65-54-0000 4	09/20/2018	01-320-5410	48.59	.00	
NICOR GAS	9/20/18	PW 94-82-27-0000 4	09/20/2018	01-320-5410	42.34	.00	
NICOR GAS	9/20/18	METRA 20-24-74-0000 3	09/20/2018	52-300-5410	28.77	.00	
Total NICOR GAS:					119.70	.00	
NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	01-320-4100	1,358.00	.00	
NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	01-350-4100	2,030.00	.00	
NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	01-360-4100	27,557.00	.00	
NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	01-370-4101	4,404.00	.00	
NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	01-340-4100	4,417.00	.00	
Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT:					39,766.00	.00	
NORTHWEST POLICE ACADEM	SEP-18	PD TRAINING SEMINAR	09/27/2018	01-360-5330	50.00	.00	
Total NORTHWEST POLICE ACADEMY:					50.00	.00	
NW CENTRAL DISPATCH SYST	8671	MEMBER ASSESSMENT - NOV	10/01/2018	01-360-5240	21,554.65	.00	
Total NW CENTRAL DISPATCH SYSTEM:					21,554.65	.00	
PREISER PROFESSIONAL VET	132031	PD KENNEL FEES	09/17/2018	01-360-5141	248.42	.00	
Total PREISER PROFESSIONAL VETERINARY ENTER.:					248.42	.00	
PRO DATA PAYROLL SERVICE	404438	PAYROLL PROCESSING	09/25/2018	01-322-5540	213.95	.00	
Total PRO DATA PAYROLL SERVICES INC.:					213.95	.00	
RAY O'HERRON CO INC	1850785-IN	PD CLOTHING	09/28/2018	01-360-5741	30.00	.00	
Total RAY O'HERRON CO INC:					30.00	.00	
READY PRESS LLC	81323	PRINTING	09/17/2018	01-320-5221	11.00	.00	
READY PRESS LLC	81348	NAMEPLATES	09/21/2018	01-320-5221	11.00	.00	
Total READY PRESS LLC:					22.00	.00	
REDSPEED ILLINOIS	9/21/18	Ticket #1702600494482685	09/21/2018	01-140-3500	100.00	.00	
REDSPEED ILLINOIS	9/28/18	TICKET #1702600492976021	09/28/2018	01-140-3500	100.00	.00	
Total REDSPEED ILLINOIS:					200.00	.00	
S D ENTERPRISES INC	10/2/18	SANITARY SEWER INSPECTIO	10/02/2018	53-300-5100	830.00	.00	
Total S D ENTERPRISES INC:					830.00	.00	
SAFEBUILT INC.	0036698-IN	BUILDING INSPECTIONS	09/01/2018	01-340-5100	351.00	.00	
SAFEBUILT INC.	0038817-IN	BUILDING INSPECTIONS	09/01/2018	01-340-5100	1,189.50	.00	
SAFEBUILT INC.	0044763-IN	BUILDING INSPECTIONS	09/01/2018	01-340-5100	858.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
SAFEBUILT INC.	0045542-IN	BUILDING INSPECTIONS	09/01/2018	01-340-5100	1,131.00	.00	
SAFEBUILT INC.	0045543-IN	BUILDING INSPECTIONS	09/01/2018	01-340-5100	148.31	.00	
Total SAFEBUILT INC.:					3,677.81	.00	
SIRCHIE FINGERPRINT LABOR	0365958-IN	EVIDENCE EQUIPMENT	09/24/2018	01-360-7022	123.48	.00	
Total SIRCHIE FINGERPRINT LABORATORIES LLC:					123.48	.00	
SOLID WASTE AGENCY	6018	O&M COSTS	10/01/2018	17-300-5420	27,090.86	.00	
Total SOLID WASTE AGENCY:					27,090.86	.00	
SPEER FINANCIAL INC	SERV 2018	AUDIT TABLES	09/20/2018	01-322-5101	400.00	.00	
Total SPEER FINANCIAL INC:					400.00	.00	
VERIZON WIRELESS	9814416648	MONTHLY SERVICE	09/10/2018	01-360-5610	570.19	.00	
VERIZON WIRELESS	9815207375	MONTHLY SERVICE	09/23/2018	51-300-5410	40.01	.00	
Total VERIZON WIRELESS:					610.20	.00	
WAREHOUSE DIRECT OFFICE	4041166-0	OFFICE SUPPLIES	09/21/2018	01-320-5700	23.79	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					23.79	.00	
XTIVITY SOLUTIONS INC.	1347	PHONE BILL	09/26/2018	01-320-5410	1,226.82	.00	
Total XTIVITY SOLUTIONS INC.:					1,226.82	.00	
Grand Totals:					221,568.96	.00	

Dated: ____

Mayor: ____

City Council: ____

____

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____

City Recorder: ____

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

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Only unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2030 WITHHOLDING INSURAN	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	152.02	.00	
01-000-2050 W/H LOCAL 15O UNION	IUOE LOCAL 150 ADMIN	#150 A 10/12/1	LOCAL 150 ADMIN DUES	10/01/2018	312.29	.00	
01-000-2050 W/H LOCAL 15O UNION	IUOE LOCAL 150 MEMBERSHIP	#150 M 10/12/1	LOCAL 150 MEMBERSHIP DUE	10/01/2018	58.85	.00	
01-000-2052 WITHHOLDING POLICE U	METROPOLITAN ALLIANCE OF	#252 10/2018	MAP #252 DUES	10/01/2018	504.00	.00	
01-000-2052 WITHHOLDING POLICE U	METROPOLITAN ALLIANCE OF	#253 10/2018	MAP #253 DUES	10/01/2018	180.00	.00	
Total :					1,207.16	.00	
BUILDING & ZONING FEES							
01-130-3400 BUILDING PERMITS	NANCY LUTTON	10/2/18	PERMIT CANCELLATION	10/02/2018	75.00	.00	
Total BUILDING & ZONING FEES:					75.00	.00	
PUBLIC SAFETY FINES & FEES							
01-140-3500 TRAFFIC FINES	REDSPEED ILLINOIS	9/21/18	Ticket #1702600494482685	09/21/2018	100.00	.00	
01-140-3500 TRAFFIC FINES	REDSPEED ILLINOIS	9/28/18	TICKET #1702600492976021	09/28/2018	100.00	.00	
Total PUBLIC SAFETY FINES & FEES:					200.00	.00	
CITY COUNCIL & BOARDS							
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	9/20/18	SCHOOL PRESENTATION	09/20/2018	24.00	.00	
01-310-5950 SPECIAL EVENTS	CARDMEMBER SERVICE	9/20/18	SUPPLIES	09/20/2018	36.63	.00	
Total CITY COUNCIL & BOARDS:					60.63	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	1,358.00	.00	
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	22.69	.00	
01-320-5100 PROFESSIONAL SERVIC	FLEXSOURCE, LLC	18578	ADMINISTRATION FEES	09/25/2018	65.00	.00	
01-320-5100 PROFESSIONAL SERVIC	ILLINOIS STATE POLICE	201385	LIQUOR LICENSE BACKGROUN	08/17/2018	27.00	.00	
01-320-5105 PROFESSIONAL FEES -	CIVILTECH ENGINEERING INC	46906	BRIDGE INSPECTION	09/07/2018	560.70	.00	
01-320-5130 COMPUTER CONSULTA	CONSTANT CONTACT, INC	15HBR8UAB27	COMPUTER CONSULTANT	10/02/2018	588.00	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	25008	COMPUTER CONSULTANT	10/01/2018	3,510.00	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	25048	TRIP CHARGES	10/01/2018	90.00	.00	
01-320-5200 POSTAGE	CARDMEMBER SERVICE	9/20/18	POSTAGE	09/20/2018	72.67	.00	
01-320-5200 POSTAGE	FEDEX	6-318-82405	SHIPPING	09/26/2018	29.49	.00	
01-320-5221 PRINTING	READY PRESS LLC	81323	PRINTING	09/17/2018	11.00	.00	
01-320-5221 PRINTING	READY PRESS LLC	81348	NAMEPLATES	09/21/2018	11.00	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	281.16	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	239.85	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	149.85	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	4.20	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	254.85	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	COMCAST	09/20/2018	157.90	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	9/20/18	AT&T	09/20/2018	817.82	.00	
01-320-5410 UTILITIES	NICOR GAS	9/20/18	PD SRVC 98-65-54-0000 4	09/20/2018	48.59	.00	
01-320-5410 UTILITIES	NICOR GAS	9/20/18	PW 94-82-27-0000 4	09/20/2018	42.34	.00	
01-320-5410 UTILITIES	XTIVITY SOLUTIONS INC.	1347	PHONE BILL	09/26/2018	1,226.82	.00	
01-320-5700 OFFICE SUPPLIES	LOGSDON OFFICE SUPPLY	1037148-001	OFFICE SUPPLIES	09/17/2018	77.45	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	4041166-0	OFFICE SUPPLIES	09/21/2018	23.79	.00	
Total ADMINISTRATION:					9,670.17	.00	
FINANCE							
01-322-5101 AUDIT & FINANCE FEES	LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	13,800.00	.00	
01-322-5101 AUDIT & FINANCE FEES	SPEER FINANCIAL INC	SERV 2018	AUDIT TABLES	09/20/2018	400.00	.00	
01-322-5540 PAYROLL SERVICE FEE	PRO DATA PAYROLL SERVICE	404438	PAYROLL PROCESSING	09/25/2018	213.95	.00	
Total FINANCE:					14,413.95	.00	
LEGAL							
01-324-5123 LABOR ATTORNEY	FRANCZEK RADELET	182637	SERGEANTS NEGOTIATIONS	09/26/2018	2,001.00	.00	
Total LEGAL:					2,001.00	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	4,417.00	.00	
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	32.85	.00	
01-340-5100 PROFESSIONAL SERVIC	DAVID BANASZYNSKI	10/2018	HEALTH INSPECTION	10/04/2018	300.00	.00	
01-340-5100 PROFESSIONAL SERVIC	FOOD & ALCOHOL SERVICE TR	2018-13	SANITARY INSPECTIONS	10/01/2018	585.00	.00	
01-340-5100 PROFESSIONAL SERVIC	JEFFREY L BAUREIS	34	ELECTRICAL INSPECTIONS	09/29/2018	1,290.00	.00	
01-340-5100 PROFESSIONAL SERVIC	MICHAEL PORZYCKI	9/26/18	PHONE REIMBURSEMENT	09/26/2018	38.67	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0036698-IN	BUILDING INSPECTIONS	09/01/2018	351.00	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0038817-IN	BUILDING INSPECTIONS	09/01/2018	1,189.50	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0044763-IN	BUILDING INSPECTIONS	09/01/2018	858.00	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0045542-IN	BUILDING INSPECTIONS	09/01/2018	1,131.00	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0045543-IN	BUILDING INSPECTIONS	09/01/2018	148.31	.00	
01-340-5310 MEMBERSHIPS	CARDMEMBER SERVICE	9/20/18	ICSC	09/20/2018	95.00	.00	
01-340-5310 MEMBERSHIPS	CARDMEMBER SERVICE	9/20/18	ICSC	09/20/2018	270.00	.00	
01-340-5700 OFFICE SUPPLIES	CANON FINANCIAL SERVICES	19228384	SUPPLIES	09/21/2018	181.09	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total BUILDING DEPARTMENT:					10,887.42	.00	
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	2,030.00	.00	
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	41.25	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	9/20/18	SOLAR CHARGES	09/20/2018	383.74	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	9/20/18	IPASS	09/20/2018	9.80	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	9/20/18	IPASS	09/20/2018	9.80	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	12989047101	0051066105	09/20/2018	452.71	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	12989114501	8285851	09/20/2018	222.72	.00	
01-350-5820 PUBLICATIONS	CARDMEMBER SERVICE	9/20/18	JOB POSTINGS	09/20/2018	325.00	.00	
Total PUBLIC WORKS:					3,475.02	.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	HMO ILLINOIS	9/14/18	HEALTH INSURANCE	09/14/2018	6,384.80	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	27,557.00	.00	
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	221.08	.00	
01-360-5100 PROFESSIONAL SERVIC	N H SCOTT & HANEKAMP FUNE	9/26/18	FUNERAL SERVICES	09/26/2018	300.00	.00	
01-360-5141 KENNEL FEES	CARDMEMBER SERVICE	9/20/18	PETCO	09/20/2018	76.86	.00	
01-360-5141 KENNEL FEES	PREISER PROFESSIONAL VET	132031	PD KENNEL FEES	09/17/2018	248.42	.00	
01-360-5221 PRINTING	AMERICAN SOLUTIONS FOR B	INV03658603	PD TICKET SUPPLIES	09/01/2018	1,779.80	.00	
01-360-5240 NORTHWEST CENTRAL	NW CENTRAL DISPATCH SYST	8671	MEMBER ASSESSMENT - NOV	10/01/2018	21,554.65	.00	
01-360-5321 AUTO EXPENSE	ILLINOIS SECRETARY OF STAT	10/4/18	LICENSE PLATE RENEWAL- E2	10/04/2018	126.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	9/20/18	PD TRAINING	09/20/2018	159.00	.00	
01-360-5330 TRAINING	NORTHWEST POLICE ACADEM	SEP-18	PD TRAINING SEMINAR	09/27/2018	50.00	.00	
01-360-5610 EQUIPMENT MAINTENA	CARDMEMBER SERVICE	9/20/18	LOCKOUT TOOLS	09/20/2018	20.00	.00	
01-360-5610 EQUIPMENT MAINTENA	DATACOM	9/20/18	UCC UPDATE	09/20/2018	449.00	.00	
01-360-5610 EQUIPMENT MAINTENA	VERIZON WIRELESS	9814416648	MONTHLY SERVICE	09/10/2018	570.19	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42160	PD UNIFORM	09/18/2018	252.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42394	PD UNIFORM	09/24/2018	74.60	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42442	PD UNIFORM	09/24/2018	226.25	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42467	PD UNIFORM	09/24/2018	25.95	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42490	PD UNIFORM	09/25/2018	16.50	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42559	PD UNIFORM	09/25/2018	107.30	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42560	PD UNIFORM	09/25/2018	8.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	42598	PD UNIFORM	09/25/2018	146.00	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	1850785-IN	PD CLOTHING	09/28/2018	30.00	.00	
01-360-5751 GASOLINE	MILORAD DERMAN	9/26/18	GAS REIMBURSEMENT	09/26/2018	35.51	.00	
01-360-7022 POLICE TECH/SAFETY S	JG UNIFORMS INC	42040	CROSSING GUARD VEST	09/17/2018	68.06	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-7022 POLICE TECH/SAFETY S	SIRCHIE FINGERPRINT LABOR	0365958-IN	EVIDENCE EQUIPMENT	09/24/2018	123.48	.00	
Total PUBLIC SAFETY:					60,610.45	.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	SEP-18	SEPTEMBER MEDICAL INSURA	09/30/2018	4,404.00	.00	
01-370-5102 GRANT WRITER	ADMINISTRATIVE CONSULTING	1244	ANNUAL CONTRACT 2018	09/24/2018	10,000.00	.00	
Total REIMBURSABLE EXP:					14,404.00	.00	
Total GENERAL FUND:					117,004.80	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT							
EXPENSES							
13-300-5920 GRANT - HOTELS	COUNTRY INN & SUITES	8/2/18	TOURISM GRANT	08/02/2018	11,848.00	.00	
13-300-5920 GRANT - HOTELS	CROWNE PLAZA	9/11/18	TOURISM GRANT	09/11/2018	25,249.25	.00	
13-300-5920 GRANT - HOTELS	HILTON - CHICAGO/NORTHBRO	9/11/18	TOURISM GRANT	09/11/2018	31,591.50	.00	
Total EXPENSES:					68,688.75	.00	
Total TOURISM DISTRICT:					68,688.75	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SOLID WASTE DISPOSAL FUND							
EXPENSES							
17-300-5420 SWANCC CHARGES	SOLID WASTE AGENCY	6018	O&M COSTS	10/01/2018	27,090.86	.00	
Total EXPENSES:					27,090.86	.00	
Total SOLID WASTE DISPOSAL FUND:					27,090.86	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND							
EXPENSES							
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1314435	LIFE INSURANCE	10/01/2018	10.31	.00	
51-300-5050 SYSTEM MAINTENANCE	CARDMEMBER SERVICE	9/20/18	WATER PUMP & CONNECTION	09/20/2018	566.40	.00	
51-300-5050 SYSTEM MAINTENANCE	CARDMEMBER SERVICE	9/20/18	WATER PUMP PARTS	09/20/2018	101.06	.00	
51-300-5101 AUDIT	LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	2,475.00	.00	
51-300-5200 POSTAGE	CARDMEMBER SERVICE	9/20/18	POSTAGE	09/20/2018	1,400.00	.00	
51-300-5410 UTILITIES	VERIZON WIRELESS	9815207375	MONTHLY SERVICE	09/23/2018	40.01	.00	
Total EXPENSES:					4,592.78	.00	
Total WATER FUND:					4,592.78	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	NICOR GAS	9/20/18	METRA 20-24-74-0000 3	09/20/2018	28.77	.00	
Total EXPENSES:					28.77	.00	
Total PARKING FUND:					28.77	.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	S D ENTERPRISES INC	10/2/18	SANITARY SEWER INSPECTIO	10/02/2018	830.00	.00	
53-300-5101 AUDIT	LAUTERBACH & AMEN, LLP	30739	ACCOUNTING SERVICES	09/14/2018	2,475.00	.00	
Total EXPENSES:					3,305.00	.00	
Total SANITARY SEWER FUND:					3,305.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ROAD & BUILDING BOND ESCROW							
72-000-2310 DEPOSIT ROAD/BUILDE	NEIGHBORHOOD REMODELER	18-344	ROAD BOND REFUND	10/01/2018	858.00	.00	
Total :					858.00	.00	
Total ROAD & BUILDING BOND ESCROW:					858.00	.00	
Grand Totals:					221,568.96	.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	117,004.80	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	68,688.75	.00	
SOLID WASTE DISPOSAL FUND			
Total SOLID WASTE DISPOSAL FUND:	27,090.86	.00	
WATER FUND			
Total WATER FUND:	4,592.78	.00	
PARKING FUND			
Total PARKING FUND:	28.77	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	3,305.00	.00	
ROAD & BUILDING BOND ESCROW			
Total ROAD & BUILDING BOND ESCROW:	858.00	.00	
Grand Totals:	221,568.96	.00	