



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 14, 2019 AT 6:30 P.M.

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

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

- 1. CALL TO ORDER**
- 2. ROLL CALL FOR QUORUM**
- 3. PLEDGE OF ALLEGIANCE** – Led by Audience Member
- 4. APPROVAL OF MINUTES**
 - A.** Approval of the September 18, 2019 CEA –Wheeling-Prospect Heights Joint Meeting Minutes
 - B.** September 23, 2019 City Council Regular Meeting Minutes
- 5. PRESENTATIONS**
- 6. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**
 - A.** Appointments of Sharon Hoffman to the Ad Hoc Cannabis Committee
 - B.** Appointments of Thomas Huitink to the Ad Hoc Cannabis Committee
 - C.** Appointments of Joseph H. Pascucci to the Ad Hoc Cannabis Committee

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

D. Appointment of Sandra Stricker to the Ad Hoc Cannabis Committee

E. Appointment of Director of Building and Development Peterson as the City Representative to the Greater Wheeling Chamber of Commerce

7. PUBLIC COMMENT (Agenda Matters)

8. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS

A. Presentation and Request for Approval of New Police Squad Design Presented by Chief Jim Zawlocki

9. 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-19-37 Resolution Establishing an Ad Hoc Adult Recreational Cannabis Committee

B. R-19-38 Resolution Approving Adoption of the Update of the Cook County Multi-jurisdictional Hazard Mitigation Plan

C. R-19-39 Resolution Authorizing a Civil Engineering Services Agreement for Sanitary Sewer Rehabilitation Design Services with Gewalt Hamilton Associates, Inc. for \$18,610

D. R-19-41 Staff Memo and Resolution Approving Contract with McShane Construction/Peerless Fence for Installation of Fence at the Public Works Facility, 401 Piper Lane for \$13,007

E. R-19-42 Staff Memo and Resolution Approving Contract with Bee Liner Lean Services for Office Roof Replacement at the Public Works Facility, 401 Piper Lane for \$39,950.00

F. R-19-45 Commission Memo and Resolution Requesting Council Approval for the Prospect Heights Natural Resources Commission to Conduct a Prescribed Burn of Tully Park, St. Alphonsus Liguori Parish prairie, the Nature Preserve at Morava, 408 Hillcrest Drive, Heron Pond, 9 East Marion, 103 Creek Court, 102 Creek Court, and the Prospect Heights Slough Scheduled for Fall 2019 and Spring 2020

10. OLD BUSINESS

11. NEW BUSINESS

A. Requested Waiver of 1st Read O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn (**1st Reading**)

B. O-19-29 Ordinance Eliminating the Number of Class C-2 Liquor Licenses - Reduction for Country Inn (**2nd Reading**)

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- C. R-19-40** Resolution Approving an Agreement between the City of Prospect Heights and International Union of Operating Engineers Local 150 (Public Works)
- D. Requested Waiver of 1st Read O-19-30** Staff Memo and Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles (**1st Reading**)
- E. O-19-30** Staff Memo and Ordinance Directing the Sale of Surplus Property – 2006 Ford Fusion - Vin #3FAFP07116R142537 - 158,075 miles (**2nd Reading**)
- F. R-19-43** Resolution Approving Contract with Canyon Contracting Inc. for Drainage Improvements Along 302-304 E. Circle Avenue, Prospect Heights for \$11,700
- G. R-19-44** Staff Memo and Resolution Approving Civil Engineering Services Agreement with Gewalt Hamilton Associates, Inc. for Arlington Countryside Storm Sewer Design Services, for \$136,300

12. DISCUSSION OF TOPICS FOR WORKSHOP MEETING:

- A.** Liquor License Code Review
- B.** Term Limits of Elected Officials
- C.** City Water

13. APPROVAL OF WARRANTS

- A.** Approval of Expenditures

General Fund	\$243,651.99
Motor Fuel Tax Fund	\$0.00
Palatine/Milwaukee Tax Increment Financing District	\$2,025.00
Tourism District	\$1,369.69
Development Fund	\$0.00
Drug Enforcement Agency Fund	\$1,481.80
Solid Waste Fund	\$0.00
Special Service Area #1	\$0.00
Special Service Area #2	\$0.00

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Special Service Area #3	\$0.00
Special Service Area #4	\$0.00
Special Service Area #5	\$376.78
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	\$7,131.85
Palatine Road Tax Increment Financing District	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$8,061.09
Parking Fund	\$430.87
Sanitary Sewer Fund	\$4,724.47
<u>Road/Building Bond Escrow</u>	<u>\$2,400.00</u>
TOTAL	\$271,653.54
<u>Wire Payments</u>	
	\$159,660.26
9/27/2019 PAYROLL POSTING	
	\$158,743.01
10/11/19 PAYROLL POSTING	
	<u>\$17,679.32</u>
SEPTEMBER ILLINOIS MUNICIPAL RETIREMENT FUND	
TOTAL WARRANT	\$607,736.13

- 14. PUBLIC COMMENT (Non-Agenda Matters)**
- 15. EXECUTIVE SESSION**
- 16. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**
- 17. ADJOURNMENT**

Posted: by Karen Schultheis by 5:00PM, October 10, 2019

**This meeting will be recorded and televised on the following Prospect Heights cable channels:
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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 7, 2019

To: Joe Wade, City Administrator

From: Jim Zawlocki, Chief of Police

Subject: New Squad Car Designs

Purpose: To seek approval to change the designs and color scheme on the squad cars.

Background:

After speaking with several officers about the color and designs on our squad cars, we decided it was time for a change. Our current color and design resembles Buffalo Grove and we would like to change to have our own color scheme and identification. I formed a committee of three officers and myself to discuss the design and color possibilities. After looking at numerous designs and colors, we have narrowed it down to two designs. All police department members will cast a vote on the one they prefer. The plan would be to phase the new design in as we replace our old squads each year. The cost to have the new design on the squads is the same as our current design.

We decide to continue using the white squad and add a black and gold color scheme with a gold star on the door. We are also adding "To Protect and Serve" on the front fender and adding our patch on the rear. See the attached two designs the committee decided on.

Recommendation:

Council approval to change the squad design voted on by police department members.



Resolution No. R-19-37**A RESOLUTION ESTABLISHING AN AD HOC ADULT RECREATIONAL CANNABIS COMMITTEE**

WHEREAS, the State of Illinois enacted the Cannabis Regulation and Tax Act (Act), which pertains to the possession, use, cultivation, transportation and dispensing of adult-use cannabis, which became effective June 25, 2019; and

WHEREAS, pursuant to the Act, the City may choose to opt-in to adult use cannabis sales, enact reasonable zoning ordinances or resolutions not in conflict with the Act, regulate cannabis business establishments, including adopting rules governing the time, place, manner and number of cannabis business establishments, and may establish minimum distance limitations between cannabis business establishments and locations the City deems sensitive; and

WHEREAS, the City Council desires to establish an *ad hoc* Adult Recreational Cannabis Committee to review the and consider amendments to regulate adult-use cannabis facilities within the City of Prospect Heights;

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

SECTION ONE: There is hereby established an *ad hoc* ADULT RECREATIONAL CANNABIS COMMITTEE (“Committee”). The Committee shall consist of five members. The members shall consist of two aldermen, City staff and/or residents.

SECTION TWO: Members shall be appointed by the Mayor with the advice and consent of the City Council. The Committee shall elect a Chairman and Secretary from amongst the Members. Members sit at the pleasure of the Mayor and may be removed from the Committee by the order of the Mayor.

SECTION THREE: The Committee shall have the responsibility to do the following:

- (A) Secure input from the Prospect Heights community regarding the regulation of adult use cannabis in the City; and
- (B) Provide feedback and recommendations to the City Council regarding the regulation of adult use cannabis in the City.

SECTION FOUR: The Committee shall comply with the Open Meetings Act and the Freedom of Information Act. The Committee shall set its own meeting schedule and may adopt its own rules of procedure. From time to time the Committee shall report and make recommendations to the City Council as it sees fit or as directed by the City Council. The Committee shall have no authority to make expenditures or hire employees.

SECTION FIVE: The City Council may abolish the Committee at any time by resolution or motion. Alternatively, the Committee shall sunset on June 30, 2020 unless extended by resolution of the City Council.

PASSED AND APPROVED this 14th day of October, 2019.

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES:

NAYES:

ABSENT:



City of Prospect Heights

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

MEMORANDUM

Date: October 7, 2019

To: Mayor Helmer and City Council

Cc: Joe Wade, City Administrator

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

Subject: Resolution #R-19-38 – Adoption of the Cook County Multi-Jurisdictional Hazard Mitigation Plan

BACKGROUND:

On October 10, 2000, the U.S. Congress passed the Disaster Mitigation Act of 2000 ("Act") which provides the legal framework for the Federal Emergency Management Agency (FEMA) mitigation, planning requirements for state, local, and tribal governments as a condition of mitigation grant assistance emphasizing the need for pre-disaster mitigation of potential hazards. As a condition of future funding for mitigation projects, the Act requires jurisdictions to prepare and adopt a hazard mitigation plan to identify and address certain vulnerabilities that exist prior to and during a disaster.

As a participating jurisdiction, City staff actively participated in the planning process and update of the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan. The 2019 Plan has been approved by the Illinois Emergency Management Agency and the Federal Emergency Management Agency, Region V., pending adoption by Cook County. To be eligible to apply for grant funding FEMA requires the City to adopt the 2019 CCMJHMP by resolution.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution #R19-38.

RESOLUTION #R-19-38

ADOPTION OF THE UPDATE OF THE COOK COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the City of Prospect Heights recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, the City of Prospect Heights recognizes the importance of reducing or eliminating vulnerability to disasters caused by natural hazards for the overall good and welfare of the community, and

WHEREAS, on October 10, 2000, the U.S. Congress passed the Disaster Mitigation Act of 2000 ("Act") which provides the legal framework for the Federal Emergency Management Agency (FEMA) mitigation, planning requirements for state, local, and tribal governments as a condition of mitigation grant assistance emphasizing the need for pre-disaster mitigation of potential hazards; and

WHEREAS, as a condition of future funding for mitigation projects, the Act requires jurisdictions to prepare and adopt a hazard mitigation plan to identify and address certain vulnerabilities that exist prior to and during a disaster; and

WHEREAS, FEMA supports post-disaster grant funding through the Hazard Mitigation Plan Grant program, which has as a condition of funding eligibility, a requirement for jurisdictions to prepare and adopt a hazard mitigation plan; and

WHEREAS, to maintain continued eligibility for FEMA mitigation grant assistance programs the Act requires a hazard mitigation plan be updated every five years; and

WHEREAS, in accordance with the Act's requirements, 121 Cook County jurisdictions engaged in the FEMA-prescribed mitigation planning process to prepare the 2019 Plan and its associated local hazard mitigation plan annexes; and

WHEREAS, the 2019 Plan has been approved pending Cook County adoption, by the Illinois Emergency Management Agency and Federal Emergency Management Agency, Region V; and

NOW, THEREFORE, BE IT RESOLVED,

1. The City of Prospect Heights hereby accepts, approves and adopts in its entirety, Volume 1, the Countywide Mitigation Actions in Volume 2; and the City of Prospect Heights Jurisdictional Annex of Volume 2 of the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan.
2. The City of Prospect Heights will continue to participate in the updating and revision of the 2019 Plan with another plan review and revision to occur within a five year cycle, and designated staff will provide annual progress reports on the status of implementation of the 2019 Plan to the president of the City council.

PASSED AND APPROVED this 14th Day of October 2019.

Nicholas J. Helmer, Mayor

ATTEST:

Deputy City Clerk Schultheis

AYES:

NAYS:

ABSENT:

Cook County Multi-Jurisdictional Hazard Mitigation Plan Update Executive Overview 2019

The Cook County Multi-Jurisdictional Hazard Mitigation Plan (CCMJHMP) was submitted to the Illinois Emergency Management Agency (IEMA) for review and approval pending adoption on July 16, 2019. FEMA guidance (Disaster Mitigation Act of 2000) requires that the CCMJHMP be updated every 5 years. Cook County DHSEM has been able to update the 2014 CCMJHMP, which now includes 121 participating jurisdictions, making Cook County's plan the largest in the nation. The planning area for the hazard mitigation plan encompasses Cook County and includes the incorporated and unincorporated jurisdictional areas of the County and the Metropolitan Water Reclamation District of Greater Chicago (MWRD) service area. The result of these combined efforts has been to produce a Illinois Emergency Management Agency (IEMA) and Federal Emergency Management Agency (FEMA) approved Hazard Mitigation Plan (HMP).

Adoption of the CCMJHMP makes participants eligible to apply for grants funds through the Pre-Disaster Mitigation Program and Hazard Mitigation Grant Program. FEMA requires that each participating partner must adopt the plan by resolution.

The following represent key elements from the 2019 CCMJHMP update:

- 121 total jurisdictions participated in the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan (CCMJHMP).
- The hazard identification and profiling in the hazard mitigation plan addresses the following hazards considered to be of paramount importance within Cook County and listed in descending order of general risk to the County. It is important to note that the Disaster Mitigation Act of 2000 requires that all "natural hazards" be addressed in this plan.
 - Severe winter weather
 - Severe weather
 - Flood
 - Earthquake
 - Tornado

WHAT IS THIS PLAN?

Mitigation is defined in this context as any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event. Mitigation planning is the systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions and following through with an effective mitigation strategy. Mitigation encourages long-term reduction of hazard vulnerability and can reduce the enormous cost of disasters to property owners and all levels of government. Mitigation can also protect critical community facilities, reduce exposure to liability and minimize post-disaster community disruption.

WHY IS THIS PLAN SO IMPORTANT?

Adoption of the CCMJHMP makes participants eligible to apply for grants funds through the Pre-Disaster Mitigation Program and Hazard Mitigation Grant Program.

- Drought
 - Darn/levee failure
- A total of 367 new mitigation projects were identified Cook County and participating jurisdictions.
- 6 jurisdictions that had not previously participated in the 2014 CCMJHMP are now part of the 2019 MJ-HMP.
- 14 of the jurisdictions that opted not to participate in this year's plan represent jurisdictions that reside geographically in multiple counties and are participating in neighboring county plans. The goal of DHSEM is to have all 135 jurisdictions in Cook County participate in the Cook County CCMJHMP going forward.

The CCMJHMP consists of 2 Volumes:

- Volume 1 is the base plan that applies to all participants, providing context about Cook County and the natural hazards that exist here.
- Volume 2 consists of Action Items from each participating municipality and Cook County itself that describe in more detail mitigation actions that will reduce impacts of natural hazards particular to the community and in an overarching sense, the county.

We understand that plan adoption may require some language adjustment to the resolution to meet the needs of your community. Each participating Cook County municipality needs to adopt the HMP Update in order to be eligible for federal grant funds. This adoption needs to be done as soon as possible.

If you have any questions, please don't hesitate to contact Kim Nowicki at Kimberly.Nowicki@cookcountyll.gov.

Cook County Multi-Jurisdictional Hazard Mitigation Plan Update

Executive Summary - July 2019

Hazard mitigation is the use of long-term and short-term policies, programs, projects, and other activities to alleviate the death, injury, and property damage that can result from a disaster. Cook County and a coalition of 121 municipal planning partners prepared and updated the **2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan** in order to identify the risks posed by hazards and find ways to reduce their impacts. The plan reduces risks for those who live in, work in, and visit the County.

1. Cook County Profile

Cook County is located in northeast Illinois on the western shore of Lake Michigan. It is the most populous of the 102 counties in Illinois, with a 2018 estimated population of 5.18 million. In terms of area, it is the sixth largest county, covering approximately 945 square miles. Cook County makes up roughly 41 percent of the population of Illinois. The surrounding counties are Lake and McHenry to the north, Kane, and DuPage to the west, and Will to the southwest. Lake Michigan is the county's eastern border along with the State of Indiana.

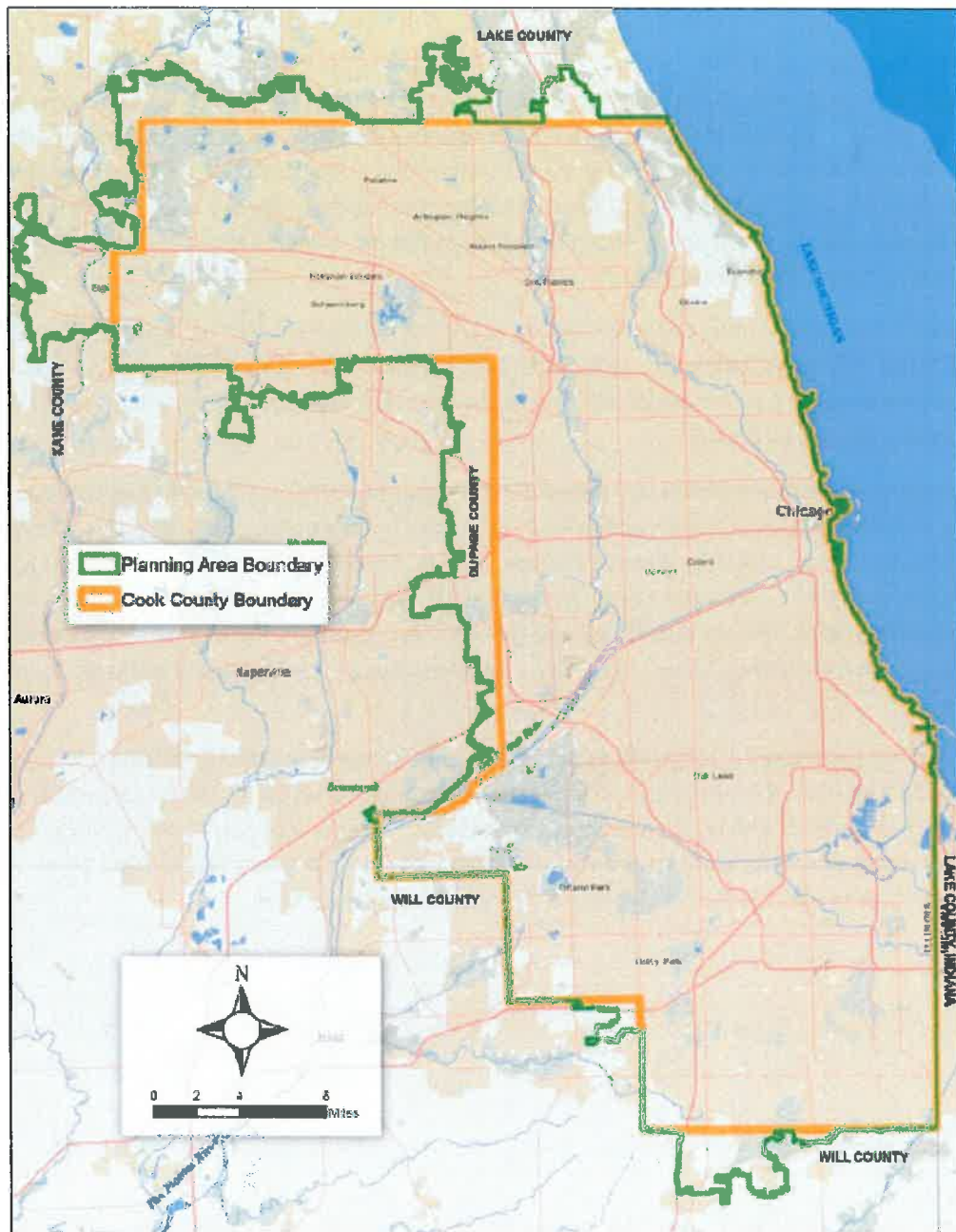
Cook County is the second most populous county in the United States, after Los Angeles County. The county contains 135 municipalities, covering about 85 percent of the area of the county. The remaining unincorporated areas are under the jurisdiction of the Cook County Board of Commissioners, a 17-member board elected by district.

The planning area's economy is strongly based in the educational services, health care, and social assistance industry, followed by the professional, scientific, management, administrative, and waste management industries. Major businesses include, but are not limited to, the U.S. Government, Advocate Health System, JPMorgan Chase, Jewel-Osco, United Airlines, Abbott Laboratories, American Airlines, and Walgreens. Major educational and research institutions in the county include Northwestern University, Loyola University, DePaul University, the University of Chicago, and the University of Illinois at Chicago.

Cook County has experienced 19 hazard events since 1967 for which federal disaster declarations were issued. The Spatial Hazard Events and Losses Database for the United States (SHELDUS), maintained by the University of South Carolina, includes many more hazard events. For Cook County, SHELDUS lists 851 instances of direct property, crop, monetary, or human loss due to a hazard event from 1960 through 2017 - an average of approximately 15 various direct loss events per year.

2. Participating Partners and the Planning Area

The responsibility for hazard mitigation lies with many, including private property owners; business and industry; and local, state, and the federal government. Through multi-jurisdictional partnerships, local jurisdictions within an area that has uniform risk exposure can pool resources and eliminate redundant planning activities. Cook County opened this planning effort to all municipalities within the County. The table, *Planning Partners*, lists the planning partners that participated in the planning process and are covered under this plan. The planning area was defined as all incorporated and unincorporated areas of Cook County as well as the incorporated areas of cities that cross county boundaries. The planning area boundary is shown in the figure below (*Figure: Planning Area*).



Municipalities that are partially in Cook County and are participating in the mitigation planning efforts of adjacent counties are also included in the table below. Future efforts are already underway to include these jurisdictions in future updates of the plan. Six jurisdictions that had not previously participated in the 2014 Cook County MJ-HMP are now part of the 2019 Cook County MJ-HMP.

TABLE: PLANNING PARTNERS		
PLANNING PARTNERS COVERED BY THIS HAZARD MITIGATION PLAN		
North	Central	South
Arlington Heights	Bellwood	Alsip
Barrington	Berkeley	Bedford Park
Bartlett	Berwyn	Blue Island
Des Plaines	Broadview	Bridgeview
Elk Grove Village	Brookfield	Burbank
Evanston	City of Chicago	Burnham
Glencoe	Cicero	Calumet City
Glenview	Countryside	Calumet Park
Golf	Elmwood Park	Chicago Heights
Hanover Park	Forest Park	Chicago Ridge
Hoffman Estates	Forest View	Country Club Hills
Inverness	Franklin Park	Crestwood
Kenilworth	Harwood Heights	Dixmoor
Lincolnwood	Hillside	Dolton
Morton Grove	Hodgkins	East Hazel Crest
Mount Prospect	Indian Head Park	Evergreen Park
Niles	LaGrange	Flossmoor
Northbrook	LaGrange Park	Ford Heights
Northfield	Lyons	Glenwood
Palatine	Maywood	Harvey
Park Ridge	McCook	Hazel Crest
Prospect Heights	Melrose Park	Hickory Hills
Rolling Meadows	Norridge	Hometown
Schaumburg	Northlake	Homewood
Skokie	North Riverside	Justice
South Barrington	Oak Park	Lansing
Streamwood	River Forest	Lemont
Wheeling	River Grove	Lynwood
Wilmette	Riverside	Markham
Winnetka	Rosemont	Matteson
	Schiller Park	Merrionette Park

	Stickney	Midlothian
	Stone Park	Oak Forest
	Summit	Oak Lawn
	Westchester	Olympia Fields
	Western Springs	Orland Hills
		Orland Park
		Palos Heights
		Palos Hills
		Palos Park
		Park Forest
		Phoenix
		Posen
		Richton Park
		Riverdale
		Robbins
		Sauk Village
		South Chicago Heights
		South Holland
		Steger
		Thornton
		Tinley Park
		University Park
		Willow Springs
		Worth
<i>Not Participating in 2019 Cook County MJ-HMP</i>	<i>Not Participating in 2019 Cook County MJ-HMP</i>	<i>Not Participating in 2019 Cook County MJ-HMP</i>
Barrington Hills	Bensenville	Frankfort
Buffalo Grove	Burr Ridge	Woodridge
Deerfield	Elmhurst	
Deer Park	Hinsdale	
East Dundee	Oak Brook	
Elgin		
Roselle		

3. Plan Development and Organization

The 2019 Cook County MJ-HMP was updated by a planning team of Cook County Department of Homeland Security and Emergency Management staff and expert consultants, with guidance from a steering committee representing the planning partners and other local stakeholders. The key steps in updating the plan were as follows:

1. Determine the Planning Area and Resources
2. Build and Reconvene the Planning Team
3. Outreach Strategy
4. Review and Update Community Capabilities
5. Update and Conduct the Risk Assessment
6. Update the Mitigation Strategy
7. Keep the Plan Current
8. Review and Adopt the Plan
9. Create a Safe and Resilient Community

4. Mission Goals and Objectives

The defined mission for the 2019 Cook County MJ-HMP is to "Identify risks and sustainable, cost-effective actions to mitigate the impact of natural hazards to protect the life, health, safety, welfare, and economy of the communities of Cook County." Mitigation goals were established as follows:

1. Develop and implement sustainable, cost-effective, and environmentally sound risk-reduction (mitigation) projects.
2. Protect the lives, health, safety, and property of the citizens of Cook County from the impacts of natural hazards.
3. Protect public services and critical facilities, including infrastructure, from loss of use during natural hazard events and potential damage from such activities.
4. Involve stakeholders to enhance the local capacity to mitigate, prepare for, and respond to the impacts of natural hazards.
5. Develop, promote, and integrate mitigation action plans.
6. Promote public understanding of and support for hazard mitigation.

Thirteen objectives were established for the plan that meets multiple goals, serving as stand-alone measurements of the effectiveness of the mitigation action. Proposed mitigation actions were evaluated in part based on how many goals and objectives they would help to fulfill.

1. Eliminate or minimize disruption of local government operations caused by natural hazards through all phases of emergency management.
2. Increase the resilience of (or protect and maintain) infrastructure and critical facilities.
3. Consider the impacts of natural hazards on future land uses in the planning area, including possible impacts from climate change.
4. Integrate hazard mitigation policies into land use plans in the planning area.
5. Develop, improve, and protect systems that provide early warnings, emergency response communications, and evacuation procedures.
6. Use the best available data, science and technologies to educate the public and to improve understanding of the location and potential impacts of natural hazards, the vulnerability of building types and community development patterns, and the measures needed to protect life safety.
7. Retrofit, purchase, or relocate structures in high hazard areas, including those known to be repetitively damaged.
8. Establish partnerships among all levels of local government, the private sector, and/or nongovernmental organizations to improve and implement methods to protect people and property.
9. Provide or improve flood protection on a watershed basis with flood control structures and drainage maintenance plans.
10. Strengthen codes and land use planning and their enforcement, so that new construction or redevelopment can avoid or withstand the impacts of natural hazards.
11. Encourage mitigation through incentive-based programs, such as the Community Rating System, Firewise, and StormReady programs.
12. Reduce natural hazard-related risks and vulnerability to potentially isolated populations within the planning area.
13. Encourage hazard mitigation measures that result in the least adverse effect on the natural environment and that use natural processes.

5. Hazards Addressed

The steering committee considered the full range of natural hazards that could impact the planning area and identified the following hazards as presenting the most significant concern:

- Dam or levee failure
- Drought
- Earthquake
- Flood
- Severe weather
- Severe winter weather

- Tornado

Detailed risk assessments were performed for each of these hazards of concern. Also, a brief qualitative review was conducted of technological and human-caused hazards of interest, which included the following: epidemic or pandemic, nuclear power plant incident, secondary impacts from incoming evacuees, widespread power outage, hazardous material incident, and coastal erosion. Climate Change was addressed for each hazard, as applicable.

6. Risk Assessment Methodology

The risk assessments of the identified hazards of concern describe the risks associated with each hazard. The following steps were used to define the risk of each hazard:

- Profile and update each hazard, describing the geographic area it affects, its frequency and severity, and the warning time provided before a hazard event occurs.
- Use maps of hazard impact areas, as appropriate, to determine and update how many structures, facilities, and systems are exposed to each hazard.
- Assess the vulnerability of exposed structures and infrastructure based on exposure and the probability of occurrence of a hazard event. Tools such as the Federal Emergency Management Agency's (FEMA's) hazard modeling program called Hazus-MH were used to perform this assessment for flood, dam failure, earthquake hazards, and tornado. Outputs similar to those from Hazus-MH were generated for other hazards, using maps generated by the Hazus-MH program.

A detailed inventory of critical facilities and infrastructure were reevaluated for this plan using GIS applications. Over 6,000 facilities were inventoried and uploaded into the Hazus-MH model to support the risk assessment.

7. Profiles of Cook County Hazards of Concern

The following hazards are addressed in the 2019 Cook County MJ-HMP. A brief description of each hazard is included in this section of the Executive Summary.

7.1 Dam and Levee Failure

There are 40 dams in Cook County, all regulated by the Water Resources Division of the Illinois Department of Natural Resources (IDNR). Importantly, 24 of these dams are classified as "high" (10) or "significant" (14) hazard, which means they have significant downstream populations at risk if the dam should fail. Flooding as a result of a dam and levee failure would significantly impact properties and communities in the inundation zones. No records of dam failures in the planning area are available, however.

There are also nine levee systems in Cook County. Although there is no history of levee failures in the planning area, it should be noted that the State of Illinois experienced levee failures in 1993 and 2008. In 1993, 17 levee systems breached along the Mississippi River and the Illinois River just north of where it meets the Mississippi River. Over 237,000 acres along the rivers were flooded.

Warning time for dam or levee failure varies depending on the cause of the failure. In events of extreme precipitation or massive snowmelt, evacuations can be planned with sufficient time. In the event of a

structural failure due to an earthquake, there may be no warning time. Cook County and its planning partners have established protocols for flood warning and response for dam failure in the flood warning portion of its adopted emergency operations plan. These protocols are tied to the emergency action plans created by the dam owners.

Important issues associated with dam and levee failure include the following:

- Federally regulated dams have an adequate level of oversight and sophistication in their emergency action plans. However, the protocol for notifying downstream citizens of imminent failure needs to be tied to local emergency response planning.
- Mapping that estimates inundation depths is needed for non-federal-regulated dams to better assess the risk associated with dam failure from these facilities.
- Most dam failure mapping required at federal levels requires determination of the probable maximum flood, which is a worst-case scenario and generally the event with the lowest probability of occurrence. For non-federal-regulated dams, mapping of dam failure scenarios that are less extreme than the probable maximum flood but have a higher probability of occurrence could better illustrate areas potentially impacted by more frequent events to support emergency response and preparedness.
- The concept of residual risk associated with structural flood control projects should be considered in the design of capital projects and the application of land use regulations.
- Addressing security concerns and the need to inform the public of the risk associated with dam failure is a challenge for public officials. Not all levees are reflected in the current flood mapping, which makes complete delineation of the hazard area difficult.

7.2 Drought

Droughts originate from a deficiency of precipitation resulting from an unusual weather pattern. If the weather pattern lasts a short time (a few weeks or a couple of months), the drought is considered short-term. If the weather pattern becomes entrenched and the precipitation deficits last for several months or years, the drought is considered to be long-term. Drought generally affects large geographic areas, so drought descriptions in the hazard mitigation plan are usually for the entire State of Illinois rather than the immediate planning area of Cook County.

The most severe droughts in Illinois occurred in the summer of 1934, the summer of 1931 and 1954. All three of these events were categorized as extreme droughts. More recently, in September 1983, all 102 counties were declared state disaster areas because of high temperatures and insufficient precipitation. In 1988, 54 percent of the state was impacted by drought-like conditions, resulting in disaster relief payments to landowners and farmers exceeding \$382 million. Historical drought data for the planning area indicate there have been at least seven (7) significant droughts in the last 115 years, which equates to a drought every 16 years on average, or a minimum of a 6.25-percent chance of a drought in any given year.

Drought can have a widespread impact on the environment and the economy, although it typically does not result in loss of life or damage to property, as do other natural disasters. The National Drought Mitigation Center describes likely drought impacts as those affecting agriculture, water supplies, and the risk of fire.

Scientists at this time do not know how to predict drought more than a month in advance for most locations. How long a drought lasts depends on interactions between the atmosphere and the oceans, soil moisture and land surface processes, topography, internal dynamics, and the accumulated influence of weather systems on the global scale.

Critical issues associated with drought include the following:

- Identification and development of alternative water supplies
- Use of groundwater recharge techniques to stabilize the groundwater supply
- The probability of increased drought frequencies and durations due to climate change
- The promotion of active water conservation even during non-drought periods.

7.3. Earthquake

An earthquake is the vibration of the earth's surface following a release of energy in the earth's crust. Earthquakes tend to occur along faults, which are zones of weakness in the crust. Earthquakes occur throughout Illinois, with most in the southern third of the state. Over 360 earthquakes have occurred in Illinois during the past 20 years, with 32 resulting in damage. Fifteen events have been recorded in Cook, DuPage, Kane, Kendall, and Will Counties since 1704. Cook County has experienced three earthquakes ranging from a magnitude of 3 (categorized as "minor") to 4.9 (categorized as "light").

The actual movement of the ground in an earthquake is seldom the direct cause of injury or death. Casualties generally result from falling objects and debris, because the shocks shake, damage or demolish buildings and other structures. Disruption of communications, electrical power supplies and gas, sewer and water lines should be expected. Earthquakes may trigger fires, dam failures, or releases of hazardous material, compounding their effects. Any seismic activity of 6.0 or greater on faults within the planning area would have significant impacts throughout the county. Earthquakes of this magnitude or higher would lead to a massive failure of structures built on loose soils. Levees and revetments constructed on such soils would likely fail, representing a loss of critical infrastructure. These events could cause secondary hazards, including mudslides, that would further damage structures.

There is currently no reliable way to predict an earthquake at any given location with any significant warning time. Research is being done with warning systems that use the low energy waves that precede major earthquakes to give approximately 40 seconds notice that a major earthquake is about to occur. The warning time is very short but it could allow for someone to get under a desk, step away from a hazardous material they are working with or shut down a computer system.

Important issues associated with earthquakes include the following:

- The public perception of the earthquake risk within the planning area is low. It can be difficult to get the public to think about earthquake mitigation with little or no perceived risk.
- Most of the planning area's building stock was built prior to 1975 when seismic provisions became uniformly applied through building code applications. A building stock analysis that looks at the potential fragility of the older building stock constructed without building code influence would be beneficial in the identification of seismic mitigation projects.
- More earthquake mapping is needed for the planning area.

- Critical facility owners/operators should be encouraged to create or enhance continuity of operations plans using the information on risk and vulnerability contained in the Cook County hazard mitigation plan.
- Geotechnical standards should be established that take into account the probable impacts of earthquakes in the design and construction of new or enhanced facilities.
- The County has over 6 miles of earthen levees and revetments on soft, unstable soil. These soils are prone to liquefaction, which would severely undermine the integrity of these facilities.
- There are a large number of earthen dams within the planning area. Dam failure warning and evacuation plans and procedures should be reviewed and updated to reflect the dams' risk potential associated with earthquake activity in the region.

7.4 Flood

Flood Types and History

Two types of flooding are typical in Cook County: riverine flooding when water overflows the banks of a stream; and stormwater/urban drainage flooding, when storm runoff exceeds the capacity of local drainage systems in place to convey stormwater to a receiving body. 231 flooding events (including flood, flash flood, coastal flood, and heavy rains) have occurred in Cook County from 1996 to 2019. Flood events of historical significance occurred in the Cook County region in 1849, 1855, 1885, 1938, 1952, 1954, 1957, 1961, 1973, 1979, 1986, 1987, 1996, 2001, 2004, 2010, 2011, and 2013. Since 1972, 13 presidential-declared flood events in the County have caused over \$628.5 million in property damage.

In the past 20 years, stormwater/urban drainage flooding has become the principal cause of flood losses in the Cook County planning area. Urban portions of the county annually experience nuisance flooding related to drainage issues. After flooding in August 2010, FEMA provided more than

\$435 million in disaster recovery, response, and mitigation in Cook and DuPage Counties, and more than 75 percent of this went to individual homeowners, most of whom suffered sewer back-ups and basement flooding caused by stormwater/urban drainage flooding. The frequency and the magnitude of stormwater/urban drainage flooding in Cook County dictated the assignment of stormwater management within the County to a single entity—the Metropolitan Water Reclamation District of Greater Chicago (MWRD).

Cook County experiences numerous episodes of the river and urban flooding every year; massive floods that can cause significant property damage typically occur every three to seven years.

Flood Mapping

Flood studies use historical records to determine the probability of occurrence for different river discharge (flow) levels. The flood frequency equals 100 divided by the discharge probability. For example, the 100-year discharge has a 1-percent chance of being equaled or exceeded in any given year. The extent of flooding associated with a 1-percent annual probability of occurrence (the base flood or 100-year flood) is used as a regulatory boundary by many agencies. This boundary is a convenient tool for assessing risk in flood-prone communities. For most communities participating in the National Flood Insurance Program (NFIP), FEMA has prepared a detailed Flood Insurance Study that presents water surface elevations for the 1-percent annual chance flood and the 0.2-percent annual chance flood (the 500-year flood). The boundaries of the 100- and 500-year floodplains are shown on Flood Insurance Rate Maps.

FEMA has mapped over 78 square miles of the 100-year floodplain and 99 square miles of 500-year floodplain along 172 watercourses in the Cook County planning area. Approximately 8 percent of the County is located within mapped 100-year floodplains. As is the case for many communities, there is a need for updated maps that better reflect the actual flood risk. MWRD has created inundation maps, which may be a good resource for some communities.

It should be noted that mapping showing areas of urban flooding is limited in the County.

Flood Severity

The principal factors affecting flood damage are flood depth and velocity. The deeper and faster flood flows become, the more damage they can cause. Shallow flooding with high velocities can cause as much damage as deep flooding with slow velocity, is especially true when a channel migrates over a broad floodplain, redirecting high-velocity flows and transporting debris and sediment.

The worst-case scenario for flooding in the Cook County planning area has happened numerous times in the past. It involves intense rainstorms that stall over the planning area, dropping rainfall totals in excess 6 inches over 48 hours (this scenario is significantly exacerbated by the presence of snowpack on the ground), which leads to both riverine and stormwater/urban drainage flooding that can overwhelm flood response capabilities in the planning area. Significant roads can be blocked, preventing critical access for many residents and critical functions. High in-channel flows can cause water courses to scour, possibly washing out roads and creating more isolation problems.

Flood Warning

The Cook County flood threat system consists of a network of precipitation gages throughout the watershed and stream gages at strategic locations that continuously monitor and report stream levels. All of this information is analyzed by agencies such as the Cook County Department of Homeland Security and Emergency Management (DHSEM) and Metropolitan Water Reclamation District to evaluate the flood threat and possible evacuation needs.

Floods are generally classed as either slow-rise or flash floods. Due to the sequential pattern of meteorological conditions needed to cause serious slow-rise flooding, it is unusual for a slow-rise flood to occur without warning. Slow-rise floods may be preceded by a warning time from several hours, to days, to possibly weeks. Evacuation and sandbagging for a slow-rise flood may lessen flood damage. Flash floods are more difficult to prepare for, due to the extremely short warning time given, if any. Flash flood warnings usually require evacuation within an hour. However, potential hazard areas can be warned in advance of potential flash flooding danger.

Participation in Federal Flood Programs

The NFIP makes federally backed flood insurance available to homeowners, renters, and business owners in participating communities. Cook County entered the NFIP on April 15, 1981. The effective date for the current countywide Flood Insurance Rate Map is August 19, 2008. In addition to the County, most Cook County municipalities participate in the NFIP. As of October 2013, Cook County had 14,790 flood insurance policies providing \$3.092 billion in insurance coverage. According to FEMA statistics, in the State of Illinois, there were 51,246 total losses (claims) between January 1, 1978, and January 31, 2019, for a total of approximately \$545.36 million, an average of roughly \$10,642 per claim.

Twenty-four communities in the planning area also participate in the Community Rating System (CRS) a voluntary program that encourages floodplain management activities that exceed the NFIP requirements. The CRS requires participating communities to identify repetitive loss areas, where flood insurance claims have been paid multiple times for individual properties. There are 1,775 such properties in Cook County as of October 2018.

Issues

Important issues associated with flooding include the following:

- The 2-D, unsteady-state modeling performed by the Metropolitan Water Reclamation District is considered to be the best available flood risk data for the planning area, but it is not the basis of FEMA's current effective Flood Insurance Rate Map. The District's flood hazard data should be formatted so that can be used to support risk assessment and thus validate best available data.
- The planning area has a large percentage of policies and losses outside a mapped hazard area. Basement flooding is a common problem.
- The stormwater/urban drainage flooding risk is not mapped, which makes it difficult to assess this hazard, other than looking at historical loss data.
- The risk associated with the flood hazard overlaps the risk associated with other hazards such as an earthquake. This provides an opportunity to seek mitigation alternatives with multiple objectives that can reduce the risk for multiple hazards.
- There is no consistency of land-use practices and regulatory floodplain management within the planning area. It is unclear how potential climate change may impact flood conditions in the planning area.
- The concept of residual risk should be considered in the design of future capital flood control projects and should be communicated with residents living in the floodplain.
- More information is needed on flood risk to support the concept of risk-based analysis of capital projects.
- There needs to be a sustained effort to gather historical damage data, such as high water marks on structures and damage reports, to measure the cost-effectiveness of future mitigation projects.
- Ongoing flood hazard mitigation will require funding from multiple sources.
- There needs to be a coordinated hazard mitigation effort between jurisdictions affected by flood hazards in the county.
- Floodplain residents need to continue to be educated about flood preparedness and the resources available during and after floods.
- The promotion of flood insurance as a means of protecting private property owners from the economic impacts of frequent flood events should continue.
- The economy affects a jurisdiction's ability to manage its floodplains. Budget cuts and personnel losses can strain the resources needed to support floodplain management.

7.5 Severe Weather

Severe weather refers to any dangerous meteorological phenomena with the potential to cause damage, serious social disruption, or loss of human life. It includes hail, heat, excessive heat, lightning, hail, fog, and high, strong, and thunderstorm winds. Severe-weather events can happen anywhere in the planning area. Severe local storms are probably the most common widespread hazard. They affect large numbers of people throughout Cook County and the surrounding region when they occur. The heat

wave of July 1995 was one of the worst disasters in Illinois history, with over 700 deaths statewide over five-days.

Records from the National Climatic Data Center indicate approximately 1,386 severe weather events (not including heat and excessive heat events) in the planning area between 1950 and 2018 occurring between 503 separate days. NCDC data from 1996 to 2018 also records 57 heat or excessive heat events. This means that Cook County can expect approximately 9 days every year where at least one severe weather event is occurring. More specifically, this represents an average of approximately 11 thunderstorm wind, 7 hail, 3 heat or excessive heat, 1 lightning, and 1 high or strong wind event every year. According to the 2018 Illinois Natural Hazard Mitigation Plan, the planning area is designated as severely vulnerable to severe storms, with a high vulnerability to extreme heat as well. There were no significant fog events recorded for Cook County in the NCDC - NOAA data.

The most common problems associated with severe storms are immobility and loss of utilities. Roads may become impassable due to flooding, downed trees, or a landslide. Power lines may be downed due to high winds, and services such as water or phone may not be able to operate without power. Lightning can cause severe damage and injury. A worst-case severe-weather event would involve prolonged high winds during a thunderstorm. Such an event would have both short-term and longer-term effects. Initially, schools and roads would be closed due to power outages caused by high winds and downed tree obstructions. In more rural areas, some subdivisions could experience limited ingress and egress. Prolonged rain could produce flooding and overtopped culverts with ponded water on roads. Flooding could further obstruct roads and bridges, further isolating residents.

Meteorologists can often predict the likelihood of a severe storm or other severe weather events, which can give several days of warning time. The Chicago Office of the National Weather Service issues severe storm watches and warnings when appropriate to alert government agencies and the public of possible or impending weather events. The watches and warnings are broadcast over NOAA weather radio and are forwarded to the local media for re-transmission using the Emergency Alert System.

Important issues associated with severe weather include the following:

- Redundancy of power supply throughout the planning area must be evaluated. The capacity for backup power generation is limited.
- Public education on dealing with the impacts of severe weather needs to be provided and debris management (downed trees, etc.) must be addressed.
- The effects of climate change may result in an increase in the frequency of extreme heat events.

7.6 Severe Winter Weather

The severe winter weather hazard encompasses heavy snow, lake-effect snow, blizzards, ice storms, sleet, cold/windchill, extreme cold temperatures and wind chill, frost/freeze, general winter weather, and winter storms. Severe winter weather events can happen anywhere in the planning area. NOAA identifies 178 of these severe winter weather events in the planning area from 1950 - 2018, excluding snowstorms classified as less than major snowstorms. The planning area typically receives 34 inches of snow each year and can expect to experience exposure to a severe winter weather event at least annually.

178 severe winter weather events were reported between 01/01/1950 and 06/01/2019, although Cold/Windchill and Extreme Cold/Windchill were not recorded in available data sets until 1997 and

2006, respectively. There have likely been many more of these events before those dates that were not recorded by the NCDC data. All events totaled \$700,000 in property damage, 156 direct deaths and 8 indirect deaths, and 5 direct injuries and 3 indirect injuries.

Severe winter weather impacts can be significant. Roads may become impassable due to ice or snow. Power lines may be downed due to high winds or ice accumulation, and services such as water or phone may not be able to operate without power. Physical damage to homes and facilities can occur from wind damage or accumulation of snow or ice. Freezing rain can cause the most dangerous conditions. Ice buildup can bring down trees, communication towers, and wires, creating hazards for property owners, motorists, and pedestrians alike. Many severe winter weather events in the planning area have resulted in the loss of life.

Meteorologists can often predict likely severe winter weather, giving several days of warning time. The National Weather Service provides public warnings on storm, snow and ice events as appropriate to alert government agencies and the public of possible or impending weather events. Watches and warnings are broadcast over NOAA weather radio and are forwarded to local media for re-transmission using the Emergency Alert System.

Important issues associated with severe winter weather in the planning area include the following:

- The older building stock in the planning area is built to low code standards or none at all. These structures could be highly vulnerable to severe winter weather events such as windstorms.
- Redundancy of power supply must be evaluated.
- The capacity for backup power generation is limited.
- Isolated population centers are at significant risk.

7.7 Tornado

Tornadoes are the most violent of all atmospheric storms, and all of Illinois is susceptible to them, including Cook County. The tornado season runs March through August, although a tornado can occur in the state at any time. Many tornadoes have struck Cook County, including several within the Chicago city limits. According to NCDC data, there were 54 tornado and three funnel cloud events from 1954 to 2018, which totaled \$118,337,750 in property damage, 39 deaths, and 770 injuries. The F4-rated Oak Lawn tornado in April 1967 was the deadliest tornado in the planning area, with 33 fatalities. The only F5 tornado to ever strike the Chicago area was on August 28, 1990, which additionally impacted Will and Kendall Counties. In total, 29 direct deaths, 350 injuries, and 250 million in property damage was recorded.

Tornadoes can cause fatalities and devastate a neighborhood in seconds. Winds can reach 300 mph, and damage paths can be more than a mile wide and 50 miles long. If a major tornado were to strike within the populated areas of Cook County, the damage could be widespread. Businesses could be forced to close for an extended period or permanently, fatalities could be high, many people could be homeless for an extended period, and routine services such as telephone or power could be disrupted. Buildings can be damaged or destroyed.

The local NWS office issues a tornado watch when tornadoes are possible in an area and a tornado warning when a tornado has been sighted or indicated by weather radar. The current average lead time for tornado warnings is 13 minutes. The National Weather Service has established a goal of 15 minutes

in its strategic plan. Occasionally, tornadoes develop so rapidly that little, if any, advance warning is possible.

Important issues associated with tornadoes in the planning area include the following:

- The older building stock in the planning area is built to low code standards or none at all. These structures could be highly vulnerable to tornadoes.
- Redundancy of power supply must be evaluated. The capacity for backup power generation is limited.
- The amount of the tornado zone that contains vacant, developable land is not known and would be valuable information for gauging the future development potential of the tornado zone.
- Declining growth rate makes it difficult for code standards to have impacts on new development. The planning area has insufficient suitable tornado shelters.
- Public awareness of tornado response protocols is a concern, given the area's many visitors.

8. Planning Area Risk Ranking

Risk rankings were performed by each planning partner to compare the probable impacts of the hazards of concern. For each community, the rankings assessed the probability of each hazard's occurrence as well as its likely impact on people, property, and the economy. The results of the countywide ranking, which were used in establishing mitigation action and priorities, are summarized below.

TABLE: HAZARD RISK RANKING

Hazard Ranking	Hazard Event	Category
1	Severe Winter Weather	High
2	Severe Weather	High
3	Flood (including urban flooding)	High
4	Earthquake	Medium
5	Tornado	Medium
6	Drought	Low
7	Dam Failure	Low

9. Mitigation Strategies

The heart of the mitigation plan is the mitigation strategy, which serves as the long-term blueprint for reducing the potential losses identified in the risk assessment. The mitigation strategy describes how Cook County and the participating jurisdictions will accomplish the overall purpose, or mission, of the planning process. As part of the update process, mitigation goals and objectives were reevaluated; and mitigation actions/projects were updated/amended, identified, evaluated, and prioritized. A total of 367 new mitigation projects were identified by the County and participating jurisdictions.

10. Plan Maintenance Strategy

The hazard mitigation plan includes a formal process to ensure that the 2019 Cook County MJ-HMP remains an active and relevant document and that the planning partners maintain their eligibility for relevant funding sources. The plan's format allows sections to be reviewed and updated when new data become available, resulting in a plan that will remain current and relevant. The strategy for ongoing maintenance of the plan includes the following components:

Plan Implementation—Plan implementation and evaluation will be a shared responsibility among all planning partners and agencies identified as lead agencies in the mitigation action plans. Cook County DHSEM will assume lead responsibility for implementing the plan maintenance strategy.

Steering Committee—It is recommended that a steering committee remain a viable body involved in key elements of the plan maintenance strategy. The steering committee will strive to include representation from the planning partners, as well as other stakeholders in the planning area.

Annual Progress Report—The steering committee will convene to perform annual reviews. DHSEM will then prepare a formal annual report on the progress of the plan.

Plan Update—The planning partnership intends to update the hazard mitigation plan on a five-year cycle from the date of initial plan adoption.

Continuing Public Involvement—The public will continue to be apprised of the plan's progress through the Cook County hazard mitigation website and by copies of annual progress reports provided to the media. DHSEM has agreed to maintain the hazard mitigation plan website, and each planning partner has agreed to provide links to the website on their jurisdictional websites.

Incorporation into Other Planning Mechanisms—All municipal planning partners are committed to creating a linkage between the hazard mitigation plan and their comprehensive plans by identifying a mitigation action as such and giving that action a high priority. As information becomes available from other planning mechanisms that can enhance this plan, that information will be incorporated via the update process.

11. Plan Adoption

The 2019 Cook County MJ-HMP will be submitted for a pre-adoption review to the Illinois Emergency Management Agency and FEMA before adoption by Cook County. Once pre-adoption approval has been provided, all planning partners will formally adopt the plan.



Planning Partner Adoption

2019 Cook County
Multi-Jurisdictional Hazard Mitigation Plan
Update
October 2019



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

Agenda

- 1. The What and Why of Mitigation**
- 2. Mitigation Pays**
- 3. 2014 Hazard Mitigation Plan**
- 4. Grant Success Stories**
- 5. 2019 HMP Update**
- 6. What Needs to Be Done**



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

What is **Mitigation** and **Why Do It?**

Definition: Any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event.

WHY?

- Protect human life, and prevent damage or loss of property
- Promote inter-agency coordination and response
- Increase public awareness about hazards
- Increase preparedness within the community
- **Be eligible for grant funds**





COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

Mitigation Pays!

National Institute of Building Sciences
(2017 Interim Report):

- Federal mitigation grants save \$6 per \$1 spent
- These funds are only available if our jurisdiction is part of a FEMA-approved mitigation plan that has been formally adopted by our jurisdiction

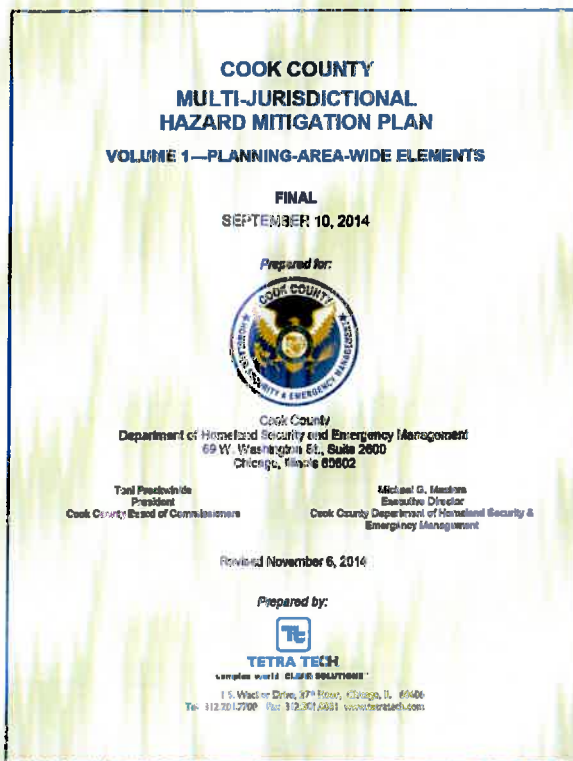


“No Plan, No Money”



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

2014 Hazard Mitigation Plan



- First-ever Multi-Jurisdictional Hazard Mitigation Plan in Cook County in 2014
- Largest Hazard Mitigation Plan in the U.S
- Approved by FEMA in 2014
- Adopted by all 117 participating jurisdictions
- **Expired: 2019 HMP Update needs to be adopted by local jurisdictions**



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

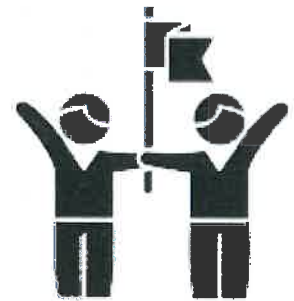
Grant Success Stories I:

North Region: 11,200 Feet of New Storm Sewer

- Construction of two water retention basins

North Region: GIS Tree Inventory System

- Inputs data on every tree owned by the village
- Includes the age, photo, species, height, condition and location
- Documented date allows the village to identify those trees in need of removal or trimming



Central Region: Green Alley Pavement System

- 10,600 square yards of impermeable pavement
- Capable of detaining 254,000 gallons of storm-water



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

Grant Success Stories II:

South Region: Village Successful in Obtaining Flood Property
Acquisition Grants From:

- Metropolitan Water Reclamation District of Greater Chicago
- Cook County Bureau of Economic Development



Six Central Region Municipalities Combined with MWRD --
The Addison Creek Reservoir Project, a 600-Acre Foot Reservoir:

- Reduces flooding for approximately 2,200 structures
- Removes about 1,700 structures from the floodplain
- Provides \$116 million in flood benefits
- Adds more than 195 million gallons of reservoir storage



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

What Have We Been Doing for the 2019 Update?

- Working with the Cook County Department of Homeland Security and Emergency Management
- Documenting hazard incidents from 2014-2019 into the plan
- Updating our jurisdiction profile with demographic and contact information
- Creating New Mitigation Actions for our community





COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

Examples of New Mitigation Actions:

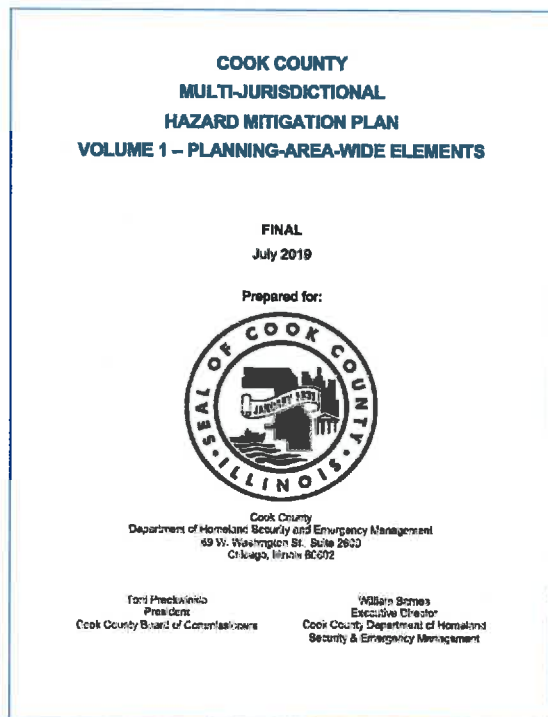


- Re-line existing sewer lines to allow for reduction in localized flooding
- Upgrade emergency power capabilities and critical facilities
- Create and launch a public information campaign via social media and create community events on mitigation



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

The 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan Update:



- The plan update has been approved by IEMA and FEMA
- 121 total jurisdictions (including us) are participating in the 2019 Update
- A total of 367 new mitigation projects in the 2019 Update were identified by Cook County and participating jurisdictions



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

Now What?

The Adoption Process

- IEMA and FEMA Approval Pending Adoption: September 23, 2019
- Cook County Plan Adoption and FEMA Approval: September 26, 2019
- Our Jurisdiction needs to adopt both of the following volumes of the plan:
 - **Volume 1:** The base plan
 - **Volume 2:** Both our jurisdiction's Annex and the Cook County Countywide Mitigation Actions
- After we adopt the 2019 Plan, we will have opportunities to pursue grant funding



COOK COUNTY DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
Multi-Jurisdictional Hazard Mitigation Plan Update Planning Partner Adoption

What Needs to Be Done

- **Adopt the plan as soon as possible**
- **Send a copy of the approved resolution to DHSEM**
- Make sure to complete the Annual Report yearly through 2024
- Continue our partnership with Cook County by participating in the Hazard Mitigation *Program*
- Participate again in 2024
- **WE ARE NOT OFFICIALLY A PART OF THE PLAN UNTIL WE ADOPT IT!**





Thank You!

RESOLUTION No. R-19-39
**Resolution Authorizing a Civil Engineering Services Agreement for Sanitary Sewer
 Rehabilitation Design Services with Gewalt Hamilton**

Whereas, the City of Prospect Heights has completed the televising and inspection of approximately half of the City's sanitary sewer system; and,

Whereas, prioritized areas of deficiencies and needed rehabilitation have been identified; and,

Whereas, the City of Prospect Heights is enacting a rehabilitation plan for the sanitary sewer system which will require the development of specifications and bid documents for sewer removals, installation of liner, root treatment, spot repair, debris removal and other associated improvements, with an engineer's opinion of probable cost to be \$213,200; and

Whereas, the City has selected Gewalt Hamilton and Associates for this work at a price not to exceed \$18,610.

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

Section One: That the Contract (attached hereto with Gewalt Hamilton and Associates is hereby approved and accepted.

Section Two: The City Administrator is authorized to take all necessary steps to implement this resolution.

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

Passed and approved this 14th day of October, 2019.

Attest:

 Nicholas J. Helmer, Mayor

 City Clerk

Ayes:

Nays:

Absent:

September 26, 2019

Mr. Joe Wade
City Administrator
City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, IL

625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

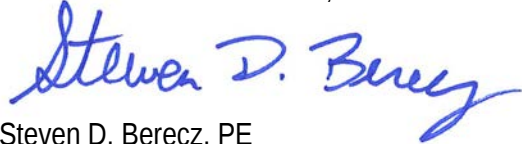
Re: Civil Engineering Services Agreement
Sanitary Sewer Rehabilitation Design Services
GHA Proposal No. 2019.M087

Dear Mr. Wade:

On behalf of Gewalt Hamilton Associates, Inc. (GHA), we thank you for the opportunity to submit this proposal to assist the City with preparation of specifications and bid documents for Year 1 of a sewer rehabilitation program. This design will utilize the recommendations contained in a summary report from the Phase I Televising and Cleaning program.

We trust that our proposal will meet with your favorable review. We look forward to further discussing your project and ideas for implementation with you and your staff in greater detail.

Sincerely,
Gewalt Hamilton Associates, Inc.



Steven D. Berecz, PE
Senior Engineer
sberecz@gha-engineers.com

Encl.: GHA Proposal No. 2019.M087

Civil Engineering Services Agreement
Sanitary Sewer Design and Bid Document Services
Prospect Heights, Illinois
GHA Proposal No. 2019.M087

City of Prospect Heights (Client), 8 N. Elmhurst Road, Prospect Heights, IL 60070, and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

I. Project Understanding

The City is requesting that GHA prepare the specifications and bidding documents for the above referenced sewer rehabilitation program. Our services will include the preparation of the bid documents, assisting the City in the bid process and providing bid recommendations.

A brief summary of Year 1 Sewer Rehabilitation Program is:

- | | |
|--|-----------|
| • 3,400 lineal feet of full-length CIP liner – 13 sewer segments | \$102,100 |
| • 24,600 lineal feet of root treatment – many locations | \$39,100 |
| • Five locations of spot CIP liner | \$15,000 |
| • Eight locations of spot repair – open cut | \$32,000 |
| • Many locations of debris removal / heavy cleaning | \$25,000 |
| Conceptual Engineer's Opinion of Probable Cost \$213,200 | |

A detailed summary for recommended program was included in a prior report. Detailed notes, location, rating and rehabilitation method for each sewer segment are also included in this report.

II. Scope of Services

A. Bid Documents and Engineer's Opinion of Probable Cost

1. GHA will prepare specifications for combined sewer removals, CIP lining, root treatment, heavy cleaning and spot repairs.
 2. GHA will prepare construction bidding documents and specifications utilizing standard City documents and IDOT specifications.
 3. Prior to bidding, attend progress meetings (50% and 85% documents) at the City to discuss the specifications and sewer rehabilitation locations.
 4. Preparation of project notes and contract specific directions for the improvements, including working conditions, material specifications, coordination with public inspection agencies, and other coordination and construction information.
 5. GHA will prepare a detailed engineer's opinion of probable cost based upon the completed final contract specifications.
 6. Preparation of complete bid packages for distribution to contractors and City. Assist the City in advertising and receiving bids for the project.
-

7. GHA will attend the bid opening, review bid proposals, create a bid summary, and will make a recommendation for award to the lowest responsible bidder.
8. Through a subconsultant, CGMT, a geotechnical report and borings will be taken. See attached proposal from CGMT.
9. Upon completion of the final engineering plans, GHA will submit permit applications to the following regulatory agencies:
 - a. Metropolitan Water Reclamation District of Chicago (MWRD) – NRI Permit is anticipated.

III. Project Schedule

Project Start – October 15, 2019
50% Meeting at City – November 15, 2019
85% Meeting at City – December 15, 2019
Issue Plans to Permitting Agencies – January 2019
Release Project for Bids – February 2020
Council Consideration for Award – March 2020
Construction Start – March 2020
Construction Finish – April 2020

IV. Compensation for Services

For the services noted above, GHA proposes billing a lump sum professional fee in accordance with the following:

Service	Cost
Bid Documents and Opinion of Probable Cost	\$12,500
CGMT – Subconsultant	\$5,710
Lump Sum Fee	\$18,210
Estimated Reimbursable Expenses	\$400
Lump Sum Fee + Reimbursables	\$18,610

Reimbursable expenses, including items such as printing, messenger service, mileage, etc., are not included in this fee and will be billed to the Client without markup. All services, including any additional services requested and authorized by the City, will be billed in accordance with the hourly rates currently on file with the City.

Invoices will be submitted on a monthly basis and will detail charges made against the project and services performed. This allows the Client to review the status of the work in progress and the charges made. Please see *Attachment A*, which is attached hereto and is incorporated herein, for the General Provision of this Agreement.

V. Key Personnel

Mr. Patrick Glenn, PE will oversee the project and will attend meetings. Mr. Steven Berecz and Mr. Michael Grinnell will be the lead designers for the project. They will be assisted by other professional staff as necessary.

VI. Notes, Clarifications and Assumptions

1. Environmental assessments or permitting are not included.
2. Construction specifications will reference the "Standard Specifications for Road and Bridge Construction", latest edition, adopted by the Illinois Department of Transportation.

VII. General Conditions of this Agreement

The delineated services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the contract for this project at the time when and the place where the services are performed.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

GHA, Inc. shall not have control of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for job site safety measures. Such control is the sole responsibility of the Client's contractor.

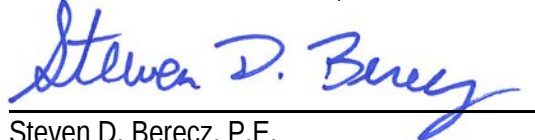
The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Professional Services Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

By signing below you indicate your acceptance of this Agreement in its entirety.

Gewalt Hamilton Associates, Inc.

City of Prospect Heights



Steven D. Berecz, P.E.
Senior Engineer

Name: _____

Title: _____

Date: _____

Encl.: Attachment A
CGMT Proposal

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.
PROFESSIONAL SERVICES AGREEMENT**

1. Standard of Care. The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonably performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time when and the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time its services are provided.

2. Duration of Proposal. The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

3. Client Information. Client shall provide GHA with all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultants, contractors and subcontractors, without independently verifying that information.

4. Payment. Payments are due within 30 calendar days after a statement is rendered. Statements not paid within 60 calendar days of the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. The provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification by GHA of suspension of services, Client shall pay in full all outstanding invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitations, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of this Agreement due to Client's breach. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

5. Instruments of Service. The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and all documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made, any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from those reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with of the services of Client's other design professionals.

6. Electronic Files. The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

7. Applicable Codes. The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretations of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completes its instruments of service.

8. Utilities and Soils. When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locates, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

9. Opinion of Probable Construction Costs. GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs,

10. Contractor's Work. Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's or subcontractors' negligence, errors or omissions in the performance of their work.

11. Contractor Submittals. Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

12. Hazardous Materials. Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants.

13. Record Drawings. If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

14. Disputes. Client agrees to limit GHA's total aggregate liability to the Client for GHA's alleged acts, errors or omissions to \$50,000 or the amount of GHA's paid fees for its services on the project, whichever is greater. GHA's liability to Client shall be limited to twelve months from the last invoice submitted to Client by GHA, regardless of payment by Client. GHA makes no guarantees or warranties, either expressed or implied, including any warranty of habitability or fitness for a particular purpose. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees. The parties agree to waive against each other all rights and claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights regardless of whether the claims arise during or post-construction and regardless of final payment to GHA.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

15. Miscellaneous. Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.



Proposal for Geotechnical Engineering Services

Proposed Sewer Repair Prospect Heights, Illinois

Prepared For:

**Mr. Steven D. Berecz, P.E.
Gewalt Hamilton Associates, Inc.
625 Forest Edge Drive
Vernon Hills, IL 60061**

Prepared By:

CGMT, Inc.

CGMT Proposal No. 19P0258

September 24, 2019



Construction & Geotechnical Material Testing, Inc.

60 Martin Lane, Elk Grove Village, Illinois 60007
♦ Telephone (630) 595-1111 ♦ Fax (630) 595-1110



September 24, 2019

Mr. Steven D. Berecz, P.E.
Gewalt Hamilton Associates, Inc.
625 Forest Edge Drive
Vernon Hills, Illinois 60061

Re: Proposal for Geotechnical Services
Proposed Sewer Repair
Prospect Heights, Illinois
CGMT Proposal No.: 19P0258

Dear Mr. Berecz:

Construction and Geotechnical Material Testing (CGMT) is pleased to submit this proposal to provide subsurface exploration and geotechnical engineering services for the proposed improvements of the existing sewer within Prospect Heights, Illinois. This letter includes a scope of work description, estimated costs and schedule to complete the scope of work.

It is to our understanding; the project will consist of potential improving the existing sewer within Prospect Heights, Illinois. For this exploration, we are requested to perform a total of eight (8) soil borings for the proposed sewer improvements as identified in your email correspondence. We anticipate soil borings will be accessible for a truck-mounted drill rig. In the event, a soil boring will be located in wooded or wetland areas, that boring will be offset and drilled at an accessible location and no clearing/ATV rig will be required.

This proposal was prepared based on the information contained in your email correspondence and our experience with similar projects and understanding of the local geology.

SCOPE OF SERVICES

The investigation is to consist of the following tasks, based on the anticipated site conditions, the information provided by your office, and our experience of similar projects:

Task 1 – Field Investigation: Field investigation will consist of eight (8) soil borings drilled to depths of about 8 feet or termination in the area of the proposed sewer improvements. Soils encountered will be sampled at 2.5-foot intervals for the first ten feet and 5.0-foot intervals thereafter in general accordance with the ASTM requirements for Standard Penetration Test. Representative soil samples will be collected from each sample interval for visual classification and/or laboratory testing. The borings will be drilled using a truck-mounted drill rig. The



locations of the soil borings will be identified by the client or CGMT representative and will be based on rig accessibility to those locations and the limits of the site. Upon completion of drilling operations, groundwater readings will be obtained; the borings will be backfilled with soil cuttings.

Task 2 – Laboratory Testing: Laboratory Testing will be performed on representative samples collected from selected intervals. These tests will consist of unconfined compressive strength and natural moisture contents on all cohesive soil samples. Should other tests be required, we would notify your office as soon as this becomes evident.

Task 3 – Analyses and Report: CGMT will analyze collected field and laboratory data and prepare a report of our findings. The final geotechnical report would include general information on site geology, descriptions of existing soil conditions, and additional information consisting of but not limited to:

- Geotechnical-Related Construction Issues
- Utility Soil-Related Design Parameters
- Short-Term Water Table Elevations

Task 4 – Limited Environmental Services: The Illinois EPA enacted regulations regarding Professional Engineer certification of construction and demolition debris (C&D), which calls for such certification that the waste stream is suitable for use in a landfill. As such, the engineer completes forms indicating that sufficient testing and analysis has been performed on the waste stream and the materials considered to be potentially impacted have been determined to be non-hazardous.

CGMT will assist the client in certification of construction and demolition debris, which calls for such certification that the water stream is suitable for use in a landfill.

The area is assumed to be potentially impacted (PIP) site, from CGMT's experience with the regulations, a laboratory analysis shall be completed on selected samples for pH, Pesticides, PCBs, RCRA Metals, Cyanide, SVOC, VOCs. These parameters are performed by the an IEPA-accredited sub-laboratory. Although the new regulations do cite the IEPA Tiered Approach to Correction Objective Target Analyte List (TACO-TAL) as an example of possible contaminants that can be evaluations, the regulations do not explicitly require such comprehensive testing and analysis for the full suite of IEPA-listed contaminants and appear to provide the engineer to determine the appropriate amounts of test. Upon completion of the laboratory testing data, CGMT will analyze compare to the chemical detection limits utilized



for analyses are in accordance with IEPA Title 35, Subtitle G, Chapter 1, Subchapter f, Part 742, Subpart G, Tier 1 and Appendix B, Table B for soil evaluation. The tests performed on the samples will be presented in a report and letter to include a copy of the IEPA form 663, if the material is found to be within appropriate limits. CGMT has assumed **2 samples** for the project if the site is determined to be potentially impacted (PIP) site. Additionally **10 samples** for pH determination for a portion of the non-impacted site.

If the laboratory analysis indicate the samples do not meet their respective Maximum Allowable Concentrations of Chemical Constituents, additional testing and sampling will be required to dispose the waste stream and the materials in a Subtitle D Landfill. CGMT will provide recommendations as to the options available to the Owner including steps required in connection with disposal at a Subtitle D landfill.

SCHEDULE

CGMT is available to initiate field activities within one week of your authorization to proceed. This authorization may be issued by completing the "Authorization to Proceed" information at the end of this proposal and sending it (via facsimile) to my attention. We anticipate that drilling operations will require 3 to 5 business days to schedule. Your office would be informed of our findings on a timely basis, with a preliminary verbal summary report of our findings to be directed to your project manager within seven days of the completion of Task 1. The laboratory testing phase is anticipated to require 1 business days. A final report can normally be prepared within two and one-half weeks following notice to proceed and receipt of appropriate retainer, assuming no extraordinary laboratory testing efforts are required.

CGMT will arrange for a utility locate at the project site as required by state law. This would take a minimum of 48 hours (over consecutive business days) once ONE-CALL has been contacted. CGMT will arrange this locate upon receipt of your authorization to proceed with the project.



Estimated Cost

We estimate that the cost for each of the tasks will be as follows:

Task 1 – Field Exploration:	\$ 2,365
Task 2 – Laboratory Testing:	\$ 100
Task 3 – Analysis and Report:	\$ 800
Task 4 – Limited Environmental Services:	<u>\$ 2,445</u>
TOTAL PROJECT COST	\$ 5,710

These costs are based on the following assumptions:

1. Client is to provide legal access to the site(s) and is to notify all legal entities affected by the scope of work presented in this proposal.
2. CGMT understands that either the exploration will be performed with clear drill rig access. If desired, CGMT could engage a dozer and operator for an additional fee.
3. Client will secure the necessary permits and other legal documentation to access the sites and to perform work.
4. Client is to provide, in a timely manner, a plat of survey, site topography, aerial photographs or such other drawings and documents necessary to complete the field activities.
5. Client is to survey the locations of the soil borings on the property at the time authorization to proceed is issued to CGMT.
6. Client will assume responsibility of site landscaping damaged by CGMT drill rig.
7. Bore locations will be accessible by CGMT drill rig.
8. Borings will be backfilled with soil cuttings after the completion.
9. Client will be responsible for locating utilities not covered by public utility service. CGMT can provide additional subcontracted cost for services if requested.

In the event, an ATV mounted rig will be required/used to access the boring locations based upon the site conditions at the time of field exploration, an additional ATV rig mobilization cost of \$300 and ATV Rig daily use of \$200 per day will be invoiced. Before mobilizing an ATV rig on the site, you will be informed of our intentions for both your review and authorization. If clearing of trees is required, we will provide costs for your approval prior to initiation of these additional services.

Our final billing would be based on all of the work authorized and performed at the direction of your office. Terms of payment for our services for the full amount is **net 30 days** of invoice.



Geotechnical Engineering Services
Sewer Repair
CGMT Proposal No.: 19P0258
September 24, 2019
Page 5

Please contact me if you have any questions regarding this proposal or if you need additional information.

Respectfully,
CONSTRUCTION & GEOTECHNICAL MATERIAL TESTING, INC.

Pratik Patel

Pratik K. Patel, P.E.
Vice President

Attachments: Terms & Conditions

Cc: File/PK



Authorization to Proceed: 19P0258

The below signed authorization indicated acceptance of the proposal in its entirety.

Signature: _____

Name: _____ **Company:** _____

Title: _____ **Date:** _____

Please provide CGMT the Invoicing/Client Information below.

The party listed below shall be financially responsible for the services provided.

Name: _____ **Title:** _____

Company: _____

Address: _____

Phone: _____ **Alt. No.:** _____

Fax: _____ **E-mail:** _____

Proposals are to be signed and returned to CGMT's office prior to scheduling services. This process can be expedited by sending a fax or e-mail signed copy of the authorization to proceed to the CGMT office.



GENERAL TERMS AND CONDITIONS

1. **Relationship between Engineer and Client:** Construction & Geotechnical Material Testing, Inc. (CGMT) (Engineer) shall serve as Client's geotechnical and materials engineering consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client.
2. **Responsibility of the Engineer:** Engineer will render engineering services in a manner consistent with that level of skill and care ordinarily exercised by competent members of the same profession providing similar services in the same region. Engineer makes no warranty, either expressed or implied, with respect to its services.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision that purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.
3. **Changes:** Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. **Suspension of Services:** Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order Engineer shall immediately comply with its terms and take all reasonable steps to reduce the occurrence of costs allocable to the services covered by the order. Client, however, shall pay all costs associated with suspension including all costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension of work order. Engineer will not be obligated to provide the same personnel employed prior to suspension when the services are resumed, in the event the period of any suspension exceeds thirty (30) days. Client will reimburse Engineer for the cost of such suspension and remobilization.
5. **Termination:** This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The Client, under the same terms, whenever Client shall determine that termination is in its best interests, may terminate this Agreement. Cost of termination and costs of work performed at the time of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. **Documents Property of Client:** Drawings, specifications, reports, and any other documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be the property of Client. Engineer shall have the right to retain copies of all documents and drawings for its files.
7. **Reuse of Documents:**

All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use of only the Client on this Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.
8. **Compliance with Laws:** The Engineer shall exercise usual and customary professional care in his efforts to comply with those laws, codes, ordinance and regulations, which are in effect as of the date of this Agreement.
9. **Indemnification:** Engineer shall indemnify and hold harmless Client up to the amount of its net fee for the services from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage arising out of the sole negligent act, error or omission of Engineer, or to the amount of the Engineer's insurance, whichever is less.

Client shall indemnify and hold harmless Engineer, up to the same amount that Engineer undertakes to indemnify the Client under this Agreement, from loss of expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error or omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise by reasons of the services rendered under this Agreement.
12. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
13. **Successors and Assigns:** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. **Waiver of contract Breach:** The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. **Entire Understanding of Agreement:** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. **Amendment:** This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. **Severability of Invalid Provision:** If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, county or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. **Access and Permits:** Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer performs such services.
19. **Designation of Authorized Representative:** Each party shall designate one or more persons to act with authority in its behalf in respect to all aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
20. **Notices:** Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
21. **Payment for Services:** Invoices for the work are to be submitted on the 15th and last day of the month for work done during each respective time frame. An itemized invoice of services performed, based on the appropriate man-hours and unit prices provided in our schedule of fees, would be provided at each billing cycle. Terms of payment for our services are net due at the time of receipt of the final report and our invoice. If this account is delinquent per the terms of this contract, an interest charge of 1.5 percent will be assessed on a monthly basis.
22. **Limitation of Liability:** Client agrees to allocate certain of the risks associated with the project by limiting Engineer's total liability to Client, subject to available insurance proceeds, arising from Engineer's professional acts, errors, or omissions and for any and all causes under this agreement to the fullest extent permitted by law as follows. For projects where Engineer's fee estimate or proposed fees are:
 - a. less than \$10,000 or less, Engineer's total aggregate liability shall not exceed \$5,000, or the total fee for the services rendered, whichever is greater.
 - b. greater than \$10,000, Engineer's total aggregate liability shall not exceed \$25,000 or the total fee for the services rendered, whichever is greater.



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: 10/7/2019
To: Joe Wade
Cc: Peter Falcone
From: Mark W. Roscoe, Director of Public Works
Subject: Public Works Fence replacement

Purpose-

This memo is to gain approval for the placement of 350' of security fencing at the Public Works facility at 401 Piper Lane.

Background-

The west property line of the Public Works yard (350') had a 5' high chain link fence with 2' of barbed wire on top. The date of placement is unknown but probably dates back to the 1970's, and installed by then owners of 35 Piper Lane. This fence has been in a state of disrepair due to its age and the overgrowth of trees and bushes along its path. With the land clearing and redevelopment of 35 Piper Lane their dilapidated fence was removed per the engineering plan. Along this property line a fence is not needed by the developer, but it is vital to the security of our City property, material, and equipment. Dan Peterson and I have had many conversations with the developer, and concluded with a verbal agreement to split the cost of a new fence that matches the rest of the Public Works perimeter. Fence construction would be done thru the developer using their contractor Peerless Fence, who they have hired to do all the other fencing at 35 Piper Lane. This fence quote is \$15,508 for fence and \$10,507 for privacy slats, totaling \$26,015.

Financial Impact-

Cost to the City would be \$13, 007 which is ½ the expense of the project.

Recommendation-

Approve this ordinance to place a new fence at Public Works which is needed for security, and enhances the overall appearance of our facility.

Thank you,
Mark Roscoe
Director of Public Works



Top- West side fence

Below-Our existing fence on East property line-



West Property Line / fence



Resolution No. R-19-41

A Resolution Approving contract with McShane Construction / Peerless Fence for installation of fence at the Public Works facility, 401 Piper Lane

WHEREAS, the City of Prospect Heights is approving a contract for the services and material to construct a 350' fence 8' high with privacy slats; and

WHEREAS, the City Council of the City of Prospect Heights finds that the services with McShane Construction/Peerless Fence is a logical and sensible decision; and

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

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

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

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

PASSED AND APPROVED this 14th day of October, 2019.

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES: _____

NAYES: _____

ABSENT: _____

Exhibit A

Contract with [Insert Bidder]

PEERLESS FENCE

A DIVISION OF PEERLESS ENTERPRISES, INC.
33W401 ROOSEVELT RD, WEST CHICAGO, IL 60185
OFFICE: (630) 584-7710 FAX: (630) 584-7746

CHANGE ORDER PROPOSAL AND

Attn: **MARK NEUBAUER / ALEX DOWD**

Proposal submitted to:	MCSHANE CONSTRUCTION CO	Phone:	(847) 692-8867	Date:	7/29/2019
Street:	9500 W. BRYN MAWR AVE #200	Fax:		Job Phone:	
City, State and Zip Code:	ROSEMONT, IL 60018	Job Name:	PIPER LANE WOOD FENCE		
Architect	Date of Plans	Job Location:	PROSPECT HEIGHTS		

We hereby submit specifications and estimates: *Furnish and Install:*

- 1 FURNISH AND INSTALL 350LF OF 8FT TALL GAW CLF - NO GATES
- ADD ON ADD PVC SLATS TO GALVANIZED FENCE
- 2 FURNISH AND INSTALL 350LF OF 8FT TALL BLACK VINYL CLF - NO GATES
- ADD ON ADD PVC SLATS TO BLACK VINYL FENCE
- * TERMINAL POSTS TO BE 3" SS40 / LINE POSTS TO BE 2-1/2" SS40
 - * TOP AND BOTTOM RAIL 1-5/8" SS40
 - * TERMINAL FOOTING 10" X 42" / LINE POST FOOTING 12" X 42"

\$ 15,508.00

\$ 10,507.00

\$ 18,532.00

\$ 10,333.00

Proposal Based on:

Full day mobilizations / Spoils spread along fence line or stock piled on site / Normal digging conditions

Peerless Standard Safety Requirements / Peerless Standard Certificate of Insurance

Specifications & Quantities above

Able to access fence line with digging equipment & cement truck

Fence line established by others / Private utilities located by others

For any Fence Removal - All posts to be cut at grade - no footings to be removed

Quoted price is based on the current market cost. We reserve the right to adjust this quote based on market conditions at the time material is ordered and delivered to the job site.

Exclusions: Bonds, permits, licenses, and fees

Work performed on a regular time basis per our current certificate of insurance

Payment to be made as follows: net 30 days on completion, upon credit approval.

OWNER MUST OBTAIN ALL PERMITS

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner, on a regular time basis according to standard practices. Any alternation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Customer here by assumes full responsibility for the location of the line upon which fence materials are to be installed and locate any and all private cable to include sprinkler systems, electric, septic fields, gas lines, grills, lighting, etc. Peerless Fence to Call J.U.L.I.E.

Authorized Signature:

Jeramy DeRouen

Jeramy Derouen, Commercial Sales

Peerless Fence

Note: We may withdraw this proposal if not accepted within 15 days.

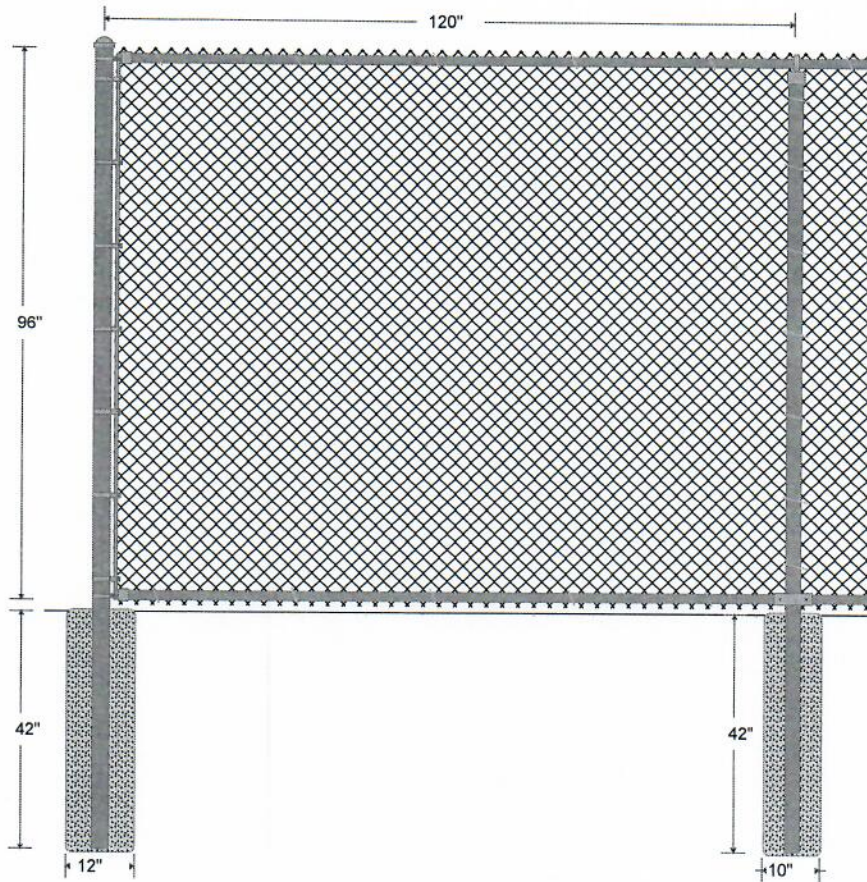
I, THE UNDERSIGNED, HEREBY AGREE THAT IN THE EVENT OF DEFAULT IN THE PAYMENT OF ANY AMOUNT DUE, AND IF THIS ACCOUNT IS PLACED IN THE HANDS OF AN AGENCY OR ATTORNEY FOR COLLECTION OR LEGAL ACTION, TO PAY AN ADDITIONAL CHARGE EQUAL TO THE COST OF COLLECTIONS INCLUDING AGENCY AND ATTORNEY FEES AND COURT COSTS INCURRED AND PERMITTED BY LAWS GOVERNING THESE TRANSACTIONS. ALL PAST DUE ACCOUNTS WILL BE CHARGED AT THE RATE OF 1.5% ON UNPAID MONTHLY BALANCE.

ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____

Signature _____

Signature _____



FABRIC: 96" 9 GA. GAW (2" Mesh) K&T CHAIN-LINK FABRIC.

TOP RAIL: 1 5/8" O.D. SS-40 PIPE, 0.00 lbs. per foot, Top rail 21' in length, joined with 1 5/8" SLEEVE.

LINE POST: 2 1/2" O.D. SS-40 PIPE, 3.12 lbs. per foot, Line posts set 10' on center maximum spacing, Concrete footing: 10" diameter, 42" depth.

TERMINAL POST: 3" O.D. SS-40 PIPE, 4.64 lbs. per foot, Concrete footing: 12" diameter, 42" depth.

BRACING: 1 5/8" O.D. SS-40 PIPE, 0.00 lbs. per foot, used for the bottom rail.

FITTINGS: REGULAR BRACE BAND & CARRIAGE BOLT, PRESSED STEEL RAIL-END, LINE RAIL CLAMP, PRESSED STEEL LOOP CAP, PRESSED STEEL CAP, 3/16" X 3/4" TENSION BAR, REGULAR TENSION BAND & CARRIAGE BOLT.

TIE WIRE: 9 1/2" 9 GA. ALUMINUM TIE WIRE & 6 1/2" 9 GA. ALUMINUM TIE WIRE spaced 15" on center for line posts & 24" on center for rails.

POST FOOTING: TRUCK POURED CONCRETE.

PEERLESS
FENCE & SUPPLY

PEERLESS FENCE CO.
33W401 ROOSEVELT ROAD
WEST CHICAGO, IL 60185
630-584-7710

LINE OF FENCE

Drawn: 06/21/2019
File: 8FT GAW CFS

**GALVANIZED
CLF**

PRIVACY DECORATIVE SLATS (PDS®) FOR CHAIN LINK FENCING

For over 40 years, Pexco's PDS® Fence Products division has been the leading innovator and manufacturer of chain link fence enhancement products, that add privacy, security and esthetics to new and existing fence systems. PDS® Fence Products are available through most fence distributors and wholesalers in the U.S., Canada and select international locations.

ASTM

"Meets ASTM3000 and ASTM3000M specifications"

Materials

Most of our fence products are extruded from either High, Medium or Low Density Prime Polyethylene, color pigments and ultra violet (UV) inhibitors, specifically designed to retard the harmful effects of the sun and lengthen the life of the product.

Maintenance

Cleaning of most surface contaminants is quickly accomplished with plain water.

Wind Load Disclaimer

Pexco will not be responsible for fence damage resulting from wind load conditions due to insufficient structural support.

Limited Warranty

Pexco PDS® Fence Products carry an extensive, pro-rata warranty against breakage and material degradation under normal conditions. See each product page for years of coverage or write Pexco for full warranty information.

Standard Colors*



*Exact representation of slat colors in printing is difficult. Please refer to actual color samples for final matching.

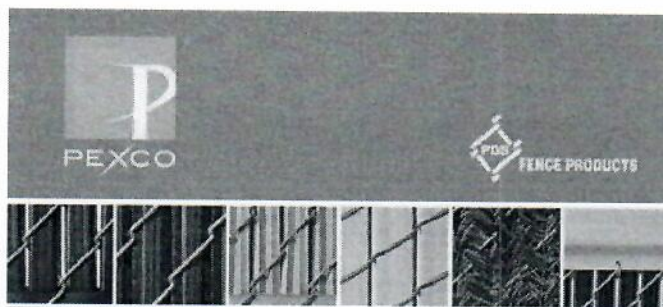
*Special colors are available upon request. Minimum quantities apply.

Patents & Trademarks

Covered by one or more of the following U.S. Patents and Trademarks:
6,068,243; 7,207,551; D585,572; 2,581,523; 2,496,335; 1,418,371;
3,599,684; 1,865,283; 1,774,536; 2,451,995; 3,577,108; 2,184,971;
2,291,867; 2,099,134; 1,867,014; 77/140,499; 76/564,416; 85/570,336

Covered by one or more of the following Canadian Patents and Trademarks:
2,208,822; TMA452,165; TMA442,215.

Made in the USA



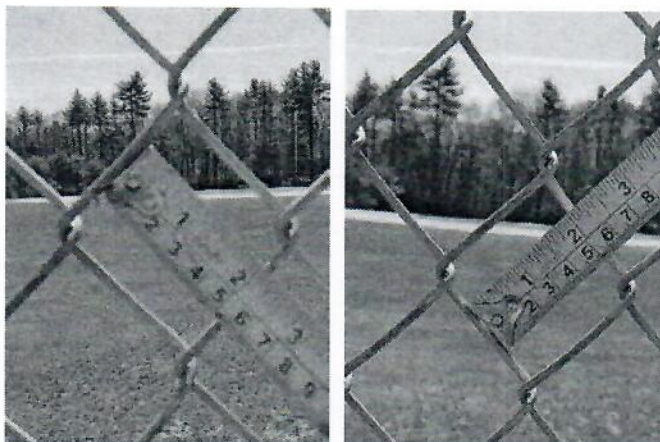
WHAT SIZE PDS® FENCE SLATS WILL WORK IN YOUR CHAIN LINK FENCE?

Pexco's PDS® Fence product line offers a variety of Fence Privacy Slats (Inserts), which fit in different sizes of chain link fencing. We have Fence Slats that fit into the following diamond sizes: 1 1/4", 2", 2 1/4", 2 3/8" and 3 1/2" x 5".

Before you order Fence Slats, you must first determine the size of the "diamond" on your fence. This is done by measuring the inside dimensions diagonally in both directions. (See Photos Below)

Please note: The wire gauge (thickness), will affect the fit of our Fence Slats. Each product in this brochure includes a chart to show what size Fence Slat needs to be ordered for the various diamonds and gauge combinations available in the marketplace.

Below is a measurement of a 2" Chain Link Diamond:



BOTTOM LOCK



Bottom Lock utilizes our innovative bottom locking channel system providing a "snap-in" locking effect for security and deters vandalism at an affordable price.

Design: Bottom-Lock Slats are flat and tubular in shape, with two "legs" inside the rigid, hollow body of the slat, for extra durability.

Installation Instructions:

Step 1 Insert locking channel horizontally in first full diamond at bottom of fence with open side facing up.

Step 2 Insert vertical slats with beveled/notched end downward. Slat engages and interlocks with bottom rail.

Step 3 Push the vertical slat into the horizontal channel to lock in place.

Standard Heights: 4, 5, 6, 7, 8, 10 and 12 feet. Special heights available upon request.

Wind Load and Privacy Factor: Approximately 75%.

Bottom-Locking Channel: 10 feet provided in each bag.

Slat Length: 3½" shorter than the overall height of fence.

Warranty: 25 years pro-rata.

SLAT
PROFILE:

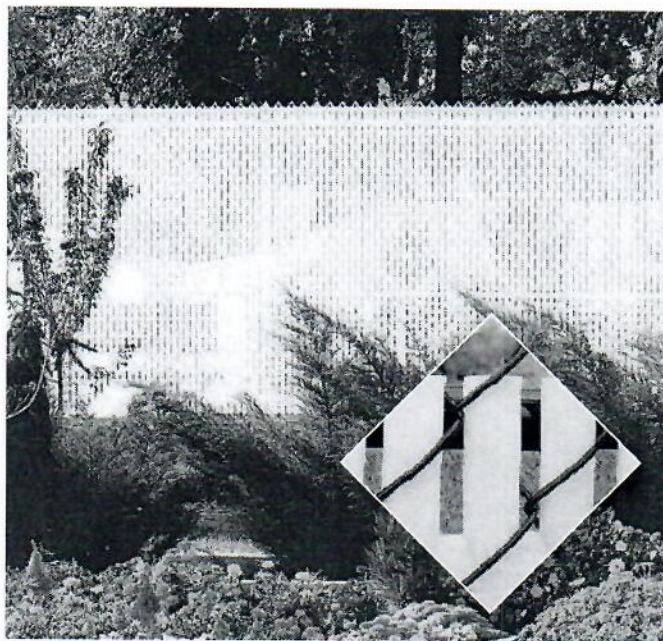


LOCKING
CHANNEL:



Slat Type	Slat Width	Mesh Size	Wire Gauge	Slats Per Bag
Bottom Lock 2"	1⅜"	2"	8, 9 or 11	82
Bottom Lock 2¼"	1¼"	2¼" or 2⅜"	11½ or 12½	78
Bottom Lock 1¾"	7/8"	1¾"	8, 9 or 11	100
	7/8"	2"	6	100

TOP LOCK



Top Lock utilizes a top-locking mechanism located near the top of the slats for easy installation and to ensure a clean, straight edge, enhancing its appearance.

Design: Top-Lock Slats are flat and tubular in shape, with circular, notched-out holes located near the top of the slat.

Installation Instructions:

Step 1 No need to kneel, simply insert the slats vertically from top to bottom, keeping the locking holes on top.

Step 2 Thread the flexible locking channel horizontally through the notched holes in the slats. These holes are elliptical to ensure they always stay open for fast and easy threading.

Step 3 For extra security, insert a pop-rivet through locking channel and one slat.

Standard Heights: 4, 5, 6, 7, 8, 10 & 12 feet. Special heights available upon request.

Wind Load and Privacy Factor: Approximately 75%.

Top-Locking Channel: 10 feet provided in each bag.

Slat Length: 2" shorter than the overall height of fence.

Warranty: 25 years pro-rata.

SLAT
PROFILE:



Slat Type	Slat Width	Mesh Size	Wire Gauge	Slats Per Bag
Top Lock 2"	1⅜"	2"	8, 9 or 11	82
Top Lock 2¼"	1¼"	2¼" or 2⅜"	11½ or 12½	78
Top Lock 1¾"	7/8"	1¾"	8, 9 or 11	100
	7/8"	2"	6	100



October 9, 2019

Mark Roscoe
Public Works
Superintendent
401 Piper Lane
Prospect Heights, Illinois 60070

**Re: Bid Results
Prospect Heights Public Works Facility Reroof Project**

Dear Mark,

On Monday, October 7, 2019 bids were publicly opened and read aloud for the above referenced project. Three contractors chose to submit bids for the project. The low bid was submitted by Bee Liner Lean Services from Oak Lawn, Illinois in the amount of \$39,950.00. The second lowest bid was submitted by L. Marshall, Inc. from Glenview, Illinois in the amount of \$83,700.00.

We conducted a contractor bid scope review with Bee Liner Lean Services. While their bid is significantly lower than our cost estimate for this project, they have confirmed to us that their bid includes all the work described in the bid documents, including the specific manufacturer's roofing materials, flashings and insulation that have been specified, and their bid is complete. Therefore, we recommend that the City award a Contract to Bee Liner Lean Services in the amount of \$39,950.00.

Thank you for the opportunity to be of service to the City of Prospect Heights. We look forward to the successful completion of this project with you.

Sincerely,

Robert J Hammer
Baranski Hammer Moretta & Sheehy

Resolution R-19-42

A Resolution Approving Bid and Contract for the Public Works Facility Roof Repair

WHEREAS, the City of Prospect Heights solicited bids for repairs to the roof of the public works facility at 401 Piper Lane; and

WHEREAS, the City Council of the City of Prospect Heights finds that the lowest responsible bidder to the City's request for bids is Bee Liner Lean Services at a cost not to exceed \$39,950.00 and

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

Section One: That the contract (attached hereto as Exhibit A) with Bee Liner Lean Services for repairs to the roof of the public works facility at 401 Piper Lane is hereby approved and accepted.

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

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

PASSED AND APPROVED this 14th day of October, 2019.

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES: _____

NAYES: _____

ABSENT: _____

Exhibit A

Form of Contract with Bee Liner Lean Services

AIA® Document A101™ – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the _____ day of _____
in the year 2019
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)
City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, Illinois 60070

and the Contractor:
(Name, legal status, address and other information)
Bee Liner Lean Services
9444 Oak Park Avenue
Oak Lawn, Illinois 60453

for the following Project:
(Name, location and detailed description)
Prospect Heights Public Works Roof Replacement
401 Piper Lane, Prospect Heights, Illinois 60070

The Architect:
(Name, legal status, address and other information)
BHMS Architects & Planners
939 W. Randolph Street
Chicago, Illinois 60607

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101™–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

The Owner and Contractor agree as follows.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

☐

The date of this Agreement.

☒

A date set forth in a notice to proceed issued by the Owner.

☐

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)



Not later than Thirty
the date of commencement of the Work.

(30) calendar days from



By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Thirty Nine Thousand Nine Hundred Fifty (\$39,950.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item

Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item

Price

Conditions for Acceptance

Init.

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the First _____ day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the First _____ day of the following _____ month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

%

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

☒

Litigation in a court of competent jurisdiction

☐

Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

A negotiated fee equal to the value of all work completed.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

Baranski Hammer Moretta & Sheehy Architects and Planers

939 W Randolph St, Ste. 2W

Chicago, IL 60607

Robert Hammer

bob@bhms-arch.com

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

Bee Liner Lean Services

9444 Oak Park Avenue

Oak Lawn, Illinois 60453

Attention: Mourad Chekhar

Mourad@bee-lean-services.com

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

.5 Drawings

Number	Title	Date
T1	Title Sheet	9/23/19
RP1	Roof Plan	9/23/19
D1	Details	9/23/19
D2	Details	9/23/19
SP1	Specifications	9/23/19
Sp2	Specifications	9/23/19

.6 Specifications

Section	Title	Date	Pages
---------	-------	------	-------

.7 Addenda, if any:

Number	Date	Pages
1	9/25/19	18

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

☐

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

☐

The Sustainability Plan:

Title	Date	Pages
-------	------	-------



Supplementary and other Conditions of the Contract:

Document

Title

Date

Pages

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

CONTRACTOR (Signature)

(Printed name and title)

(Printed name and title)

Init.



City Council Meeting Agenda Item

Meeting Date:	October 14th, 2019
Item:	Request for permission to conduct several prescribed burns in the fall of 2019 and spring of 2020 in Prospect Heights.
Action:	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 since 2016 without incident. The Burn crew is headed by PHNRC Chairperson and Burn Boss Agnes Wojnarski, a veteran of 60 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 6 PHNRC Commissioners and two street observers. All of the crew members have completed Chicago Wilderness Burn Crew training and are certified burn crew.

The proposed burns are small with no logistical problems. They will take place somewhere in-between November 1st and December 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 EPA request for burn permits has been submitted and approval is pending and expected by the end of October.

Approximately 6 acres are scheduled to be burned in total for the fall and 8 in the spring.

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 2019-2020

Resolution No. R-19-45

**A RESOLUTION AUTHORIZING THE NATURAL RESOURCES COMMISSION TO
CONDUCT A CONTROLLED ECOLOGICAL BURN ON CITY PROPERTY**

WHEREAS, the City of Prospect Heights (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 Council has established an *ad hoc* Natural Resources Commission (“Commission”) to evaluate the City’s natural resources, natural features, and environmental issues; and

WHEREAS, the Commission shall report and make recommendations to the City Council as it sees fit or as directed by the City Council; and

WHEREAS, the Commission has submitted to the City Council a report and recommendation regarding a prescribed ecological burn on City property; and

WHEREAS, Commission members have been trained to perform prescribed ecological burns by the Illinois Environmental Protection Agency;

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

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

SECTION TWO: The City Council, having reviewed the Commission’s report and recommendation regarding a prescribed ecological burn, authorizes the Commission to conduct a controlled ecological burn on City property located at the Prospect Heights Slough.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage.

PASSED AND APPROVED this 14th day of October 2019

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES:

NAYES:

ABSENT:



PHNRC Fall & Spring – 2019-2020 Prescribed Burn Request

Areas to burn:

The areas that would be burned in fall 2019 and spring of 2020 are;

Tully Park - 212 Tully Place, Prospect Heights, IL 60070 - fall

St. Alphonsus Ligouri Parish prairie - 411 N. Wheeling Rd. Prospect Heights, IL 60070 - fall

The Nature Preserve at Morava - 110 W. Camp McDonald Rd. Prospect Heights, IL 60070 - fall

Residence of John Kamysz, MD - 408 Hillcrest Drive. Prospect Heights, IL 60070 - fall

Heron Pond - 304 Carl Court, Prospect Heights, IL 60070 - fall

PHNRC Test Sites - 9 East Marion, Prospect Heights, IL. 60070 - fall

Residence of Lauren Eisenger - 103 Creek CT. Prospect Heights, IL 60070 - fall

Residence of Bruce and Pam Harr - 102 Creek Court. Prospect Heights, IL 60070 - fall

Prospect Heights Slough - Elmhurst Road, Prospect Heights, IL 60070 – spring 2020

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

PROJECTED SIZE OF BURN: Less than 6 acres total

PROJECTED DATE OF BURN: November 1st – December 30, 2019 & or March 1st - April 15th 2020.

DESCRIPTION OF BURN UNITS: The area is a mixture of remnant sedges, grasses and forbs, as well as some introduced species of native flora where the seedbank did not respond to invasive removal alone

.

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



Understory : Lacking 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 wetland in the form of cattails. All other sites consist of various native grasses, sedges, forbes, and woodland species.

Topography: The Slough wetland is in a natural land depression that follows the tributary through the "Slough" into "Hillcrest Lake" (both are part of the same wetland bisected by a road built in the 1950's) eventually emptying into McDonald Creek. Both the 1952 Arlington Heights land topography maps and the current floodplain maps may be referenced for further details and clarification. At the basic level, the east side of the Slough wetland has a much steeper slope and the west side is almost flat. The Nature Preserve has a ravine like upland and low land with a high canopy and an understory consisting of natives, some of which are a bit aggressive. The area is isolated from residences and the park district facilities. All the remaining burn sites are flat and encapsulated by physical or natural burn breaks with no other remarkable features.

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 all of the burn sites and preserve the biological diversity in this remaining natural area.

HISTORY OF PREVIOUS BURNS: The PHNRC has been conducting prescribed ecological burns in Prospect Heights since 2016 without incident.

DESCRIPTION OF ADJACENT AREAS: All of the burn sites are located in residential areas or in Park District Parks. All the sites have naturally occurring burn breaks or are encapsulated by



sidewalks, roads, turf grass or water. Maximum consideration is given to smoke creation and safety.

SPECIAL CONSIDERATIONS: The City of Prospect Heights and the Park District has approved all of the PHNRC prescribed burns since 2016. 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. Relative Humidity: 20-60%
6. Temperature: 20 F to 65 F
7. Time of Year: Fall or Spring
8. 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. The bridge and lookout 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 (4)
Flappers (4)
Backpack Pumps (6)
Drip Torches (2)
Mobile Phones (6)
Portable Radios (4)



Maps/Fire Behavior Printouts (6)

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)

Jill Moskal – to communicate with neighbors and onlookers, smoke lookout

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, 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 road, water or green grass.

CONTACTS:

Pre-Burn:

<u>Contact</u>	<u>When</u>	<u>Who Will Do</u>	<u>How</u>
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:

<u>Contact</u>	<u>When</u>	<u>Who Will Do</u>	<u>How</u>
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?

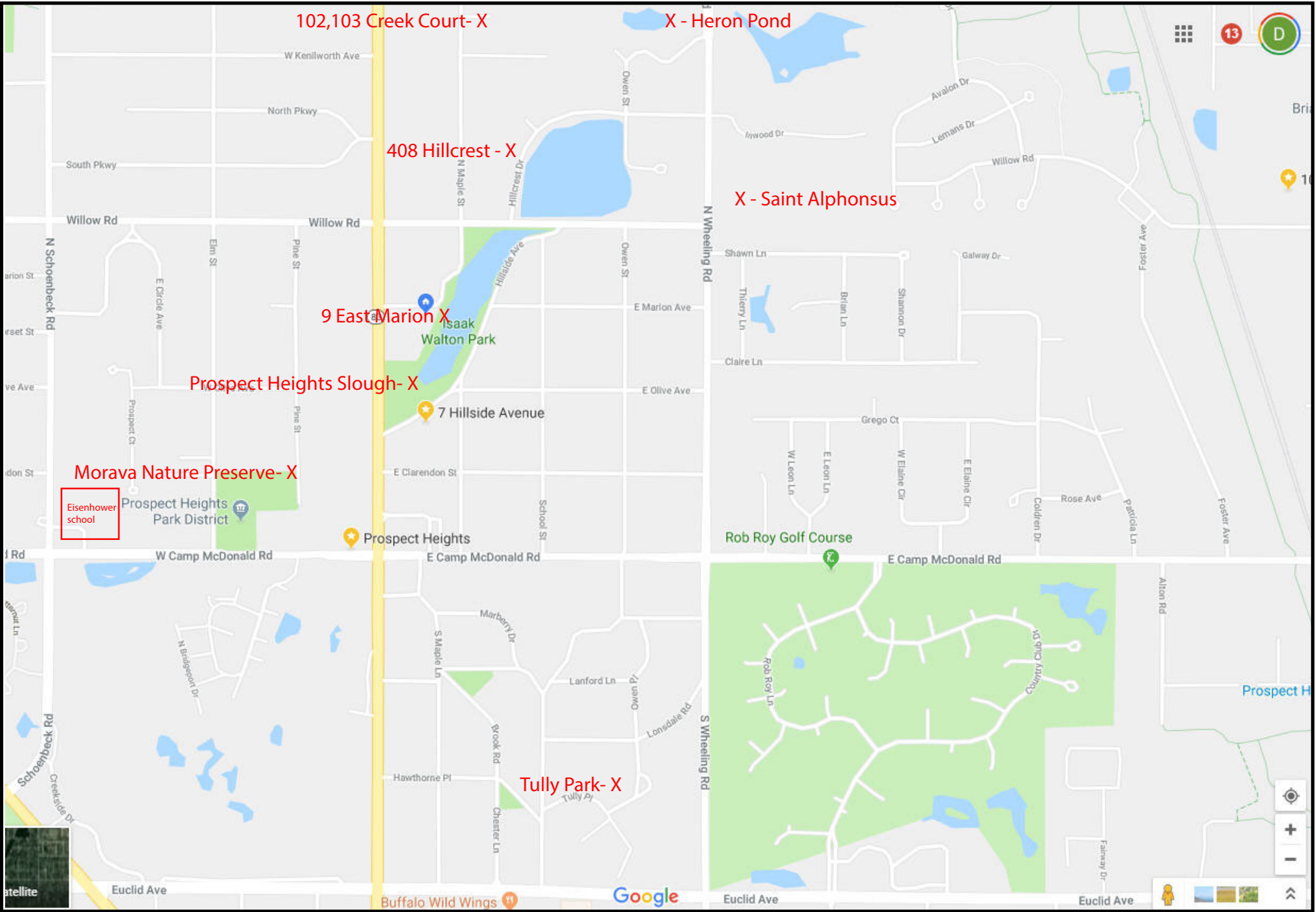
If all 11 questions were answered “yes”, you may proceed with the **test fire**.

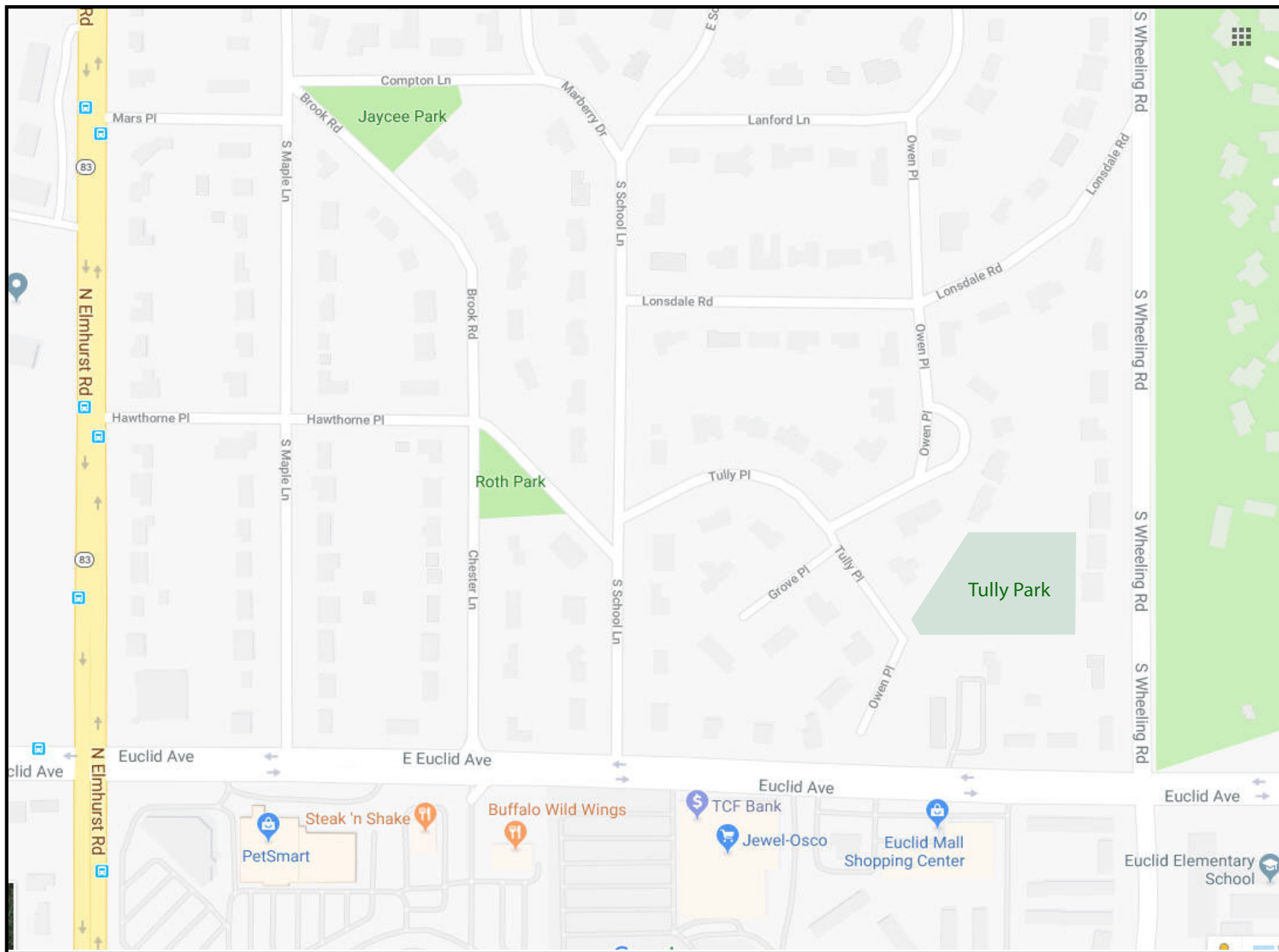


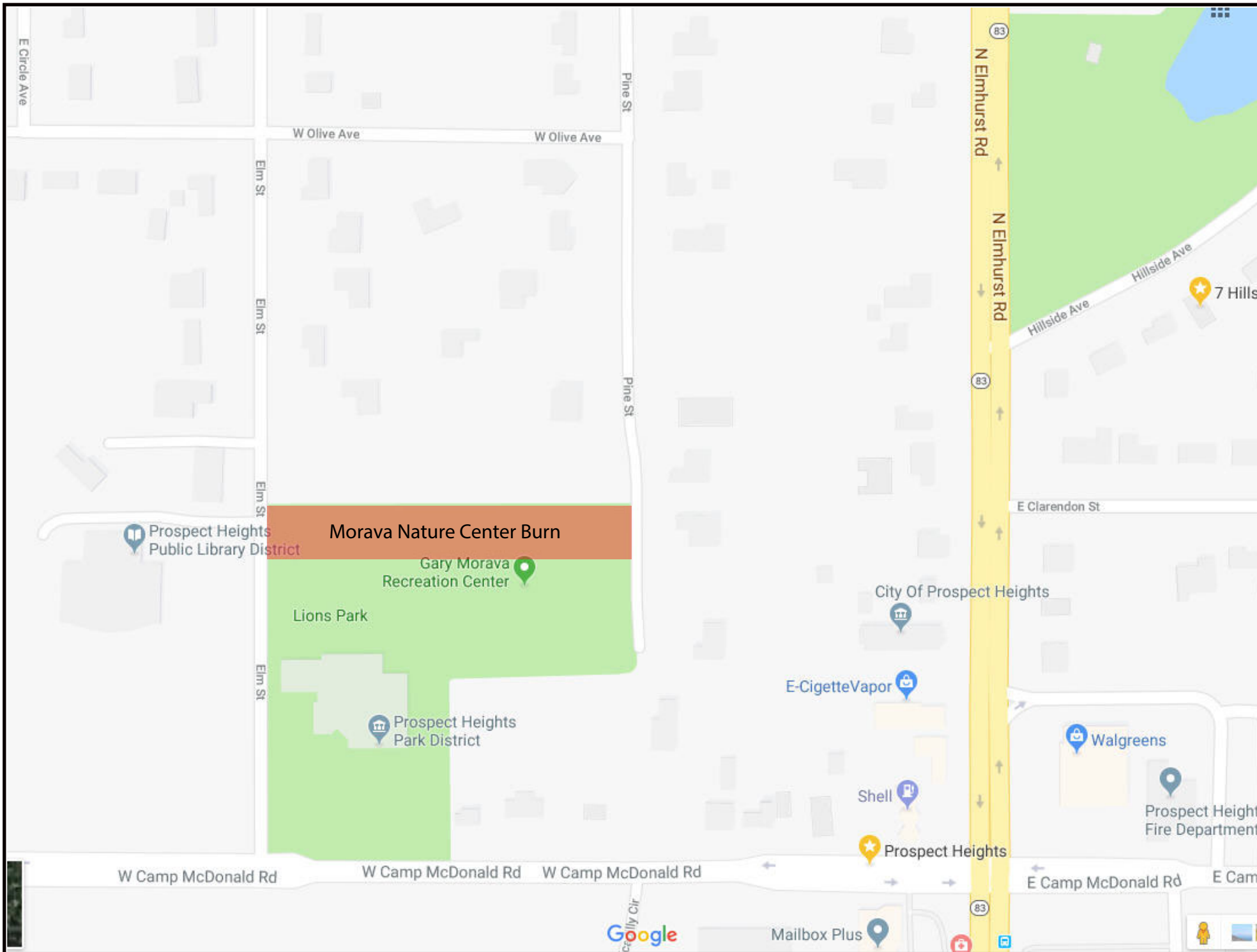
Prepared by: Agnes Wojnarski – Burn Boss PHNRC Chairperson Date: 10/8/2019

Approved by: Agnes Wojnarski – Burn Boss PHNRC Chairperson Date: 10/8/2019

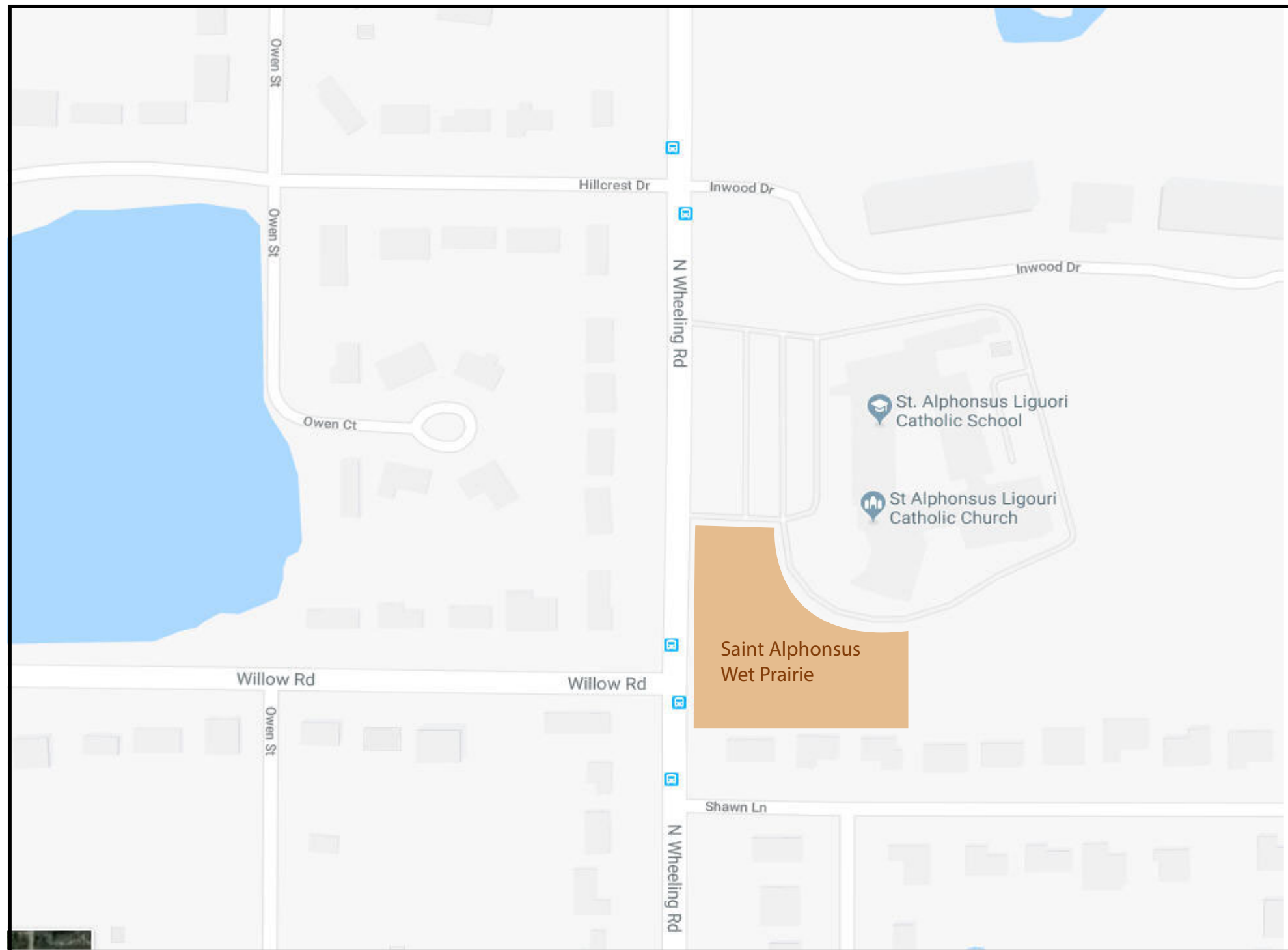
Reviewed by: Dana Sievertson – Burn team PHNRC Commissioner Date: 10/8/2018

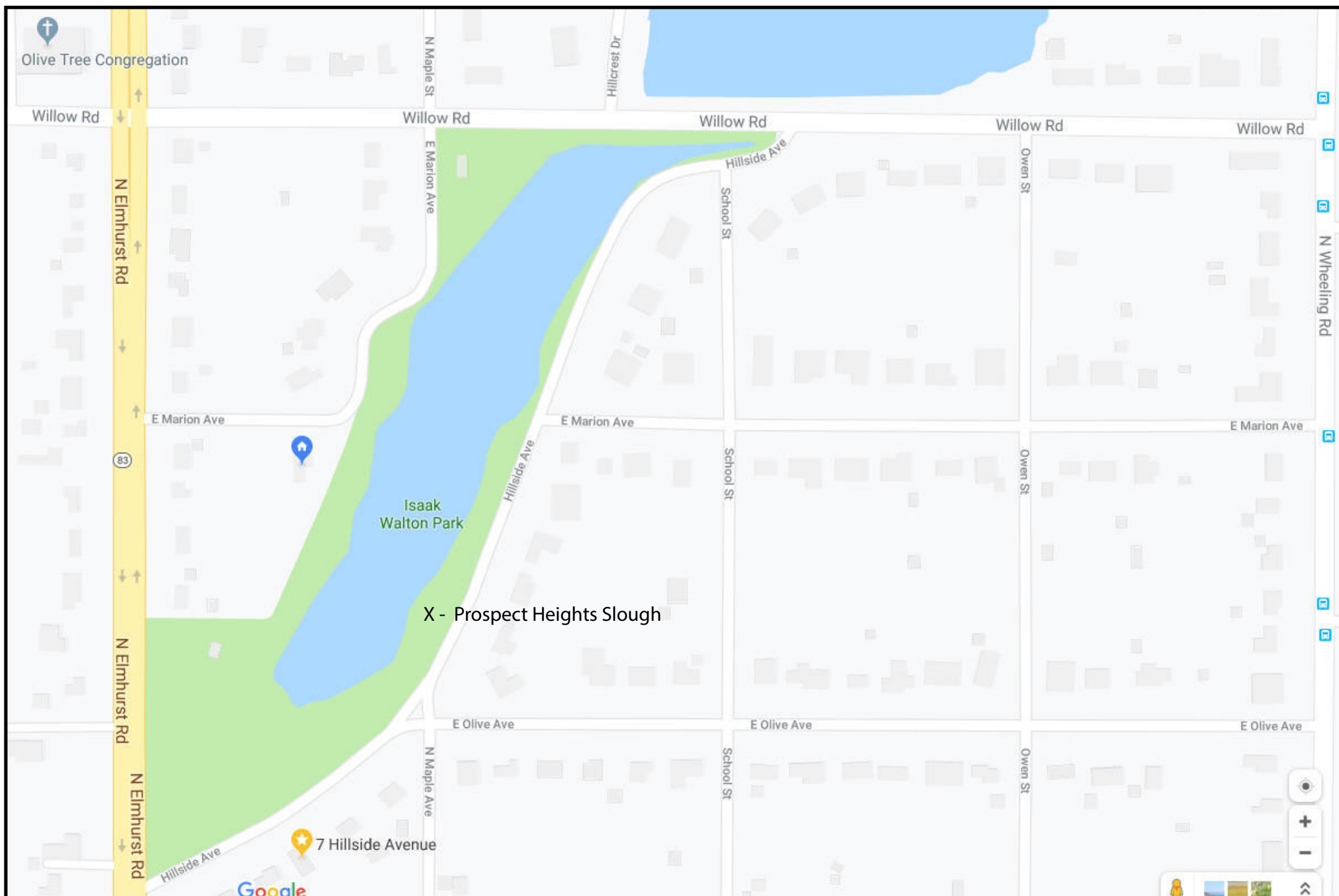


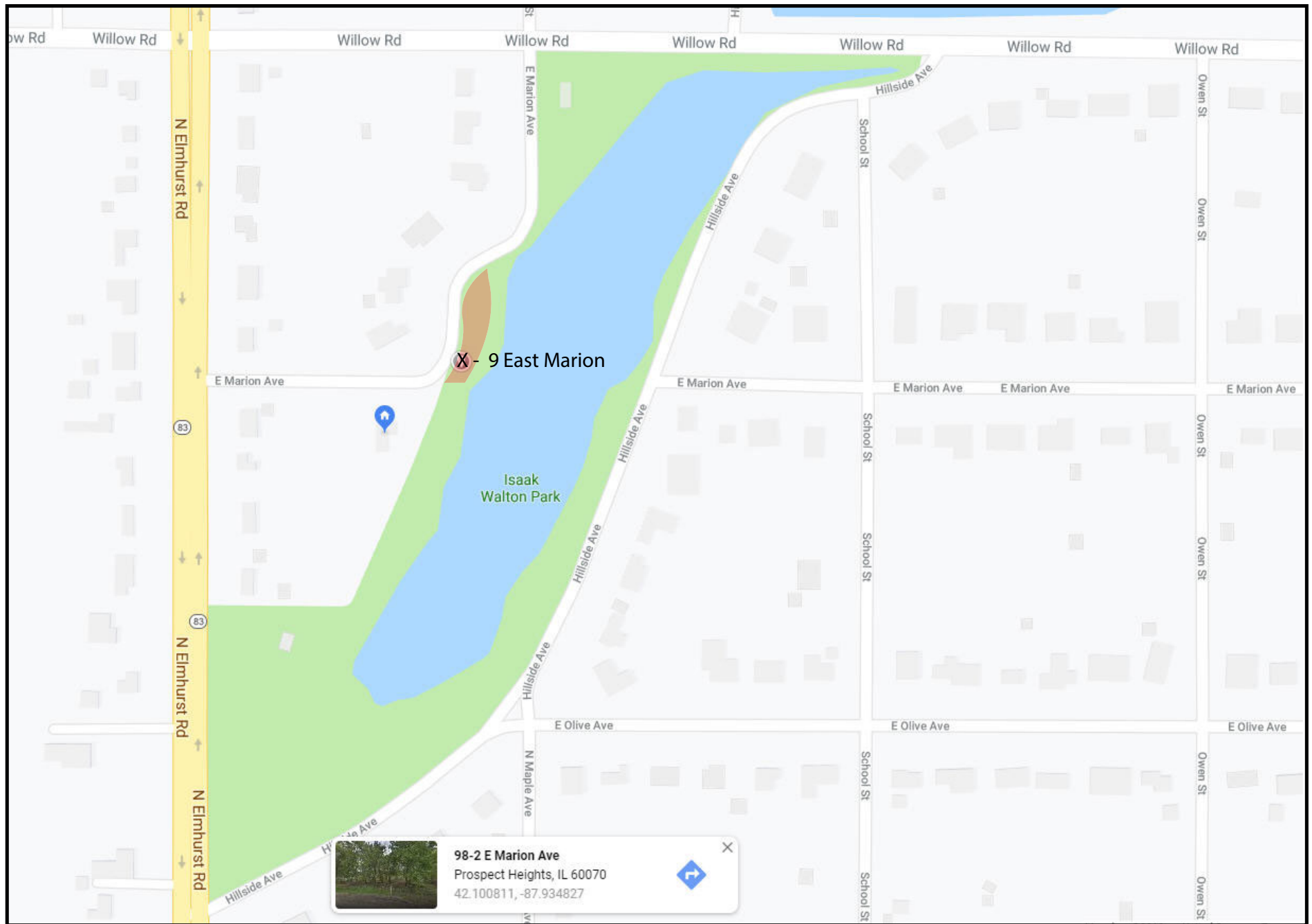


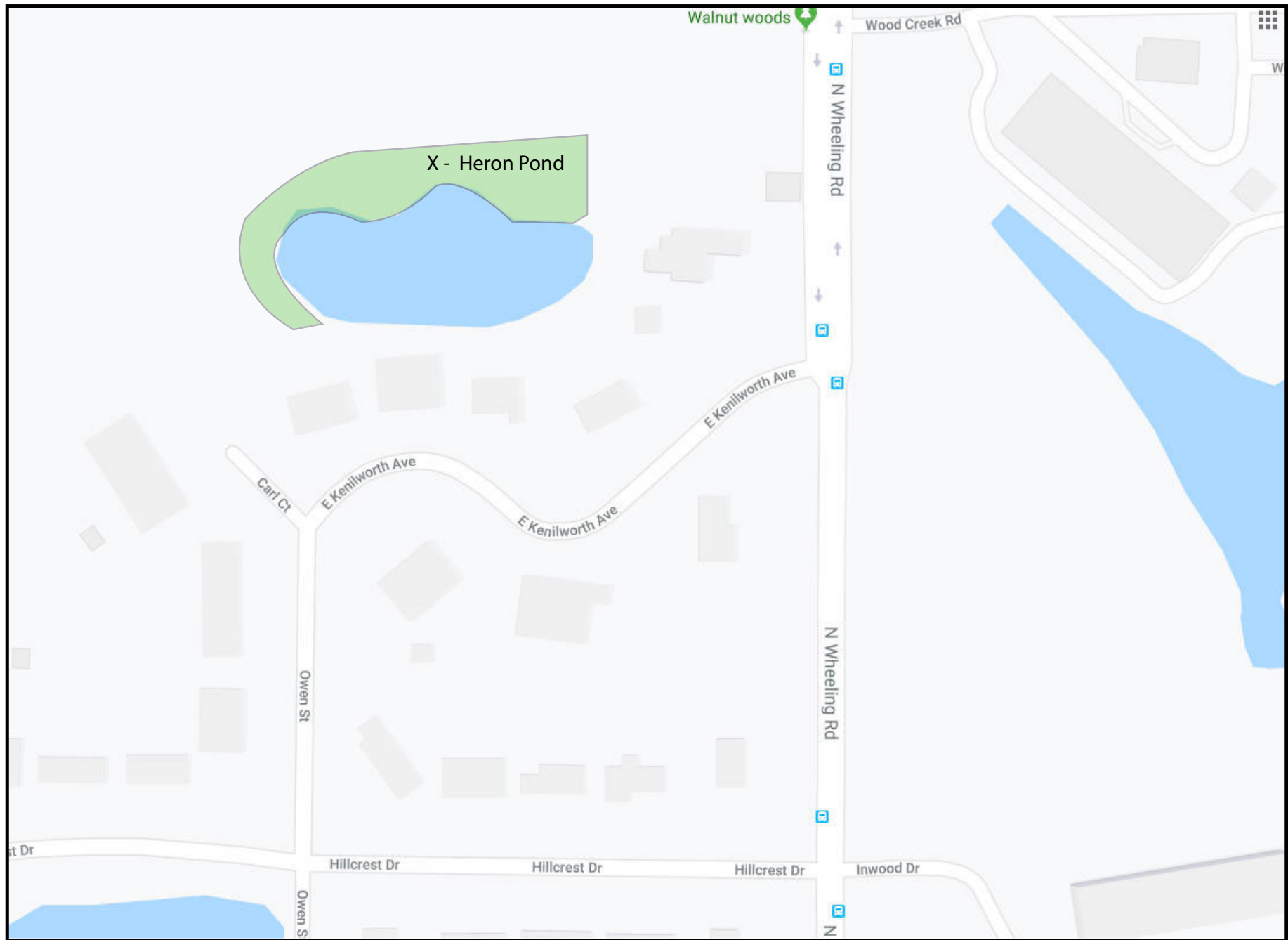


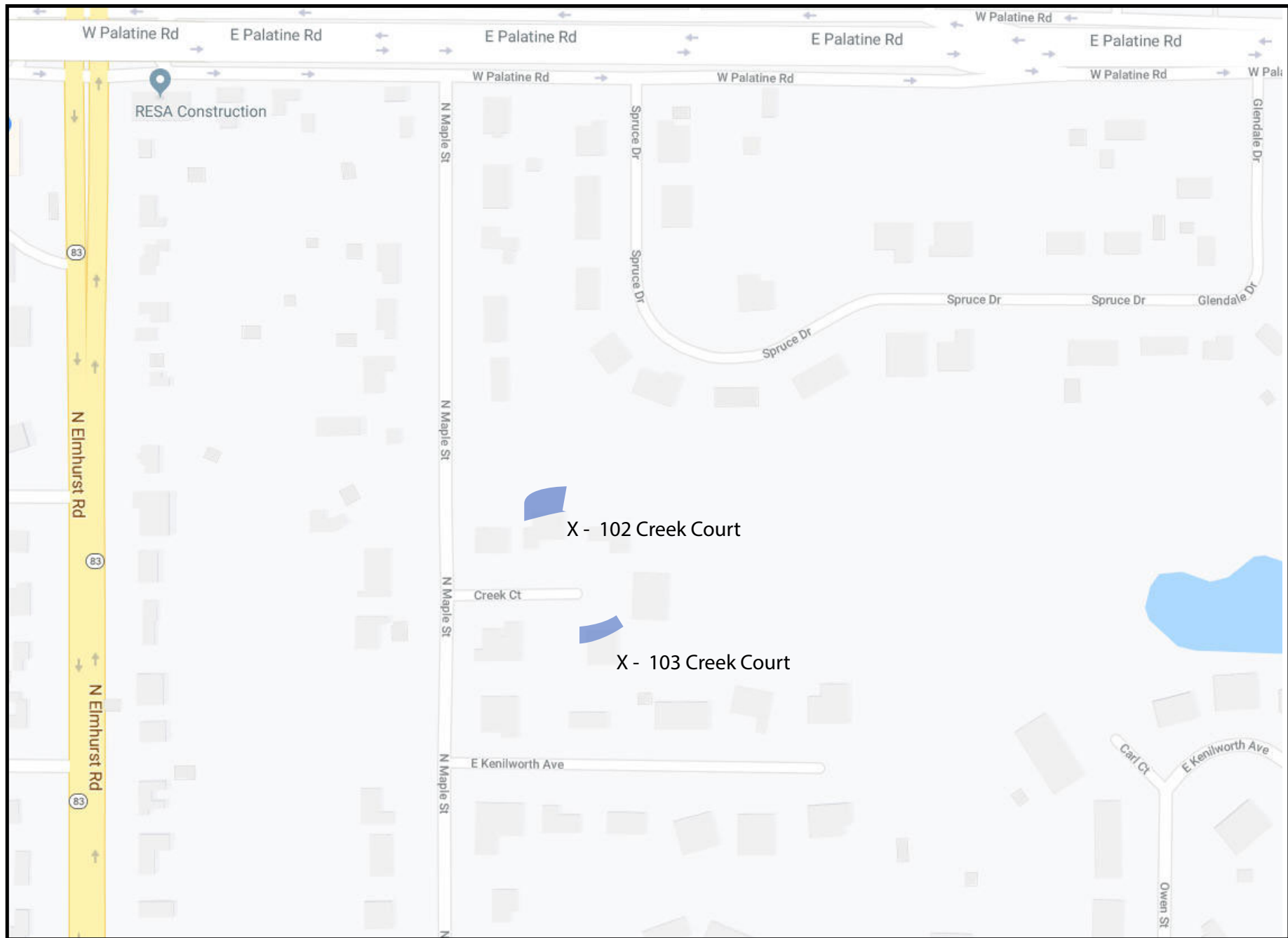












ORDINANCE NO. O-19-29
An Ordinance Amending Title 2
of the Prospect Heights City Code
(Liquor Licenses)

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

Section 1. That Title 2, Chapter 3, Section 8, “Classification of Licenses,” of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold, underline text so that the same shall be read as follows:

2-3-8: CLASSIFICATION OF LICENSES:

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

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

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

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

- B. Class B Licenses: Class B licenses which shall authorize the retail sale of alcoholic liquor, but not for consumption on the premises where sold.

If said sale of alcoholic liquor is carried out on premises which are utilized primarily for other retail sales activities, the sale of such liquor shall be confined to an area which is separated from the other retail sales activity.

The sale of such liquor shall be confined to an area which is separated from the other retail portions of the premises by a suitable enclosure or partition of such design and construction as may be approved by the local liquor control commissioner. No class B license outstanding on the effective date of this section shall be renewed upon its

expiration unless such approved enclosure or partition has been constructed.

C. Class B-1 And B-2 Licenses:

1. Class B-1 Licenses: Class B-1 licenses which shall authorize the retail sale of wine and beer, but not for consumption on the premises where sold. The said sale of alcoholic liquor is carried out on premises which are used primarily for the sale at retail of packaged foods and/or convenience items to be carried out from the premises.
2. Class B-2 Licenses: Class B-2 licenses which shall authorize the retail sale of wine and beer, but not for consumption on premises where sold. The said sale of alcoholic liquor is carried out on premises which are used primarily for the sale at retail of packaged foods and/or convenience items to be carried out from the premises, during hours of operation which differ from the B-1 classification.
3. Separate Area For Sales: If said sale of wine or beer is carried out on premises which are utilized primarily for other retail sales activities, the sale of such liquor shall be confined to an area which is separated from the other retail sales activity. The sale of such wine or beer shall be confined to an area which is separated from the other retail portions of the premises by a suitable enclosure or partition of such design and construction as may be approved by the local liquor control commissioner. No class B-1 or B-2 license outstanding on the effective date of this section shall be renewed upon its expiration unless such approved enclosure or partition has been constructed.

D. Class C Licenses: Class C licenses which shall authorize the retail sale, in restaurants only, of alcoholic liquor for consumption on the premises where sold. Such licenses may be issued to and retained by those establishments which:

1. Have a seating capacity at tables for a minimum of thirty (30) persons for food services; and
2. Offer their patrons full and complete meals, including a dinner menu.

No such license shall be granted to or retained by any establishment in which the facilities for food preparation and service are not primarily those of a restaurant or are operated as a "fast food restaurant" as defined in this chapter. Without limiting the generality of the foregoing, limited food service, such as provided by lounges, luncheonettes, diners, coffee shops, drive-ins, etc., do not satisfy the requirements for this license classification.

E. Class C-1 Licenses: Class C-1 licenses which shall authorize the retail sale of wine and beer in restaurants only, for consumption on the premises where sold. Such licenses may be issued and retained by those establishments which:

1. Have a seating capacity at tables for a minimum of thirty (30) persons for food services; and

2. Offer their patrons meals.

No such license shall be granted to or retained by any establishment in which the facilities for food preparation and service are not primarily those of a restaurant.

~~F. Class C-2 Licenses: Class C-2 licenses which shall authorize the retail sale of alcoholic liquor in restaurants only, without a bar or cocktail lounge area for consumption on the premises where sold. Such licenses may be issued and retained by those establishments which:~~

- ~~1. Are located within the boundaries of the area commonly referred to as the Prospect Crossing TIF area and have a square footage of not less than seven thousand (7,000) square feet; and~~**
- ~~2. Meet all the requirements set forth in subsection D of this section for class C licenses.~~**

FG. Class C-3 Licenses: Class C-3 licenses are the same as class C-1 licenses in all respects except for the hours of operation which shall be as set forth in section 2-3-9 of this chapter.

GH. Class D Licenses: Class D licenses which shall authorize the retail sale of alcoholic liquor for consumption on public golf course premises.

HI. Daily Permits: The local liquor control commissioner may grant a daily permit which shall authorize the retail sale of alcoholic liquors for consumption only on the premises where sold, to any company, organization or group, authorizing the sale of alcoholic liquor at any picnic, carnival or similar function given by said organization.

Daily permits may be issued for not more than five (5) consecutive days to any one organization. The application for a daily permit shall specify the name of the organization, the person or persons responsible for custody and sale of alcoholic beverages, the dates, and hours of service, and shall indicate the nature of the organization (e.g., charitable, civic) and the character of the event or events to which the permit applies. No such permits, however, shall be issued or granted except upon proof of adequate dram shop (host liquor liability) insurance provided by the insurance carrier or a bona fide agent of the carrier.

Prior to the issuance of a daily permit to any applicant, such applicant shall place on deposit with the local liquor control commissioner the sum of one hundred dollars (\$100.00) to one thousand dollars (\$1,000.00), the exact amount to be determined by the local liquor control commissioner for each day of the event for which a permit is required. At the discretion of the local liquor control commissioner, such deposit shall be refundable to such applicant provided that the event for which the daily permit was issued, was conducted without justifiable complaints from nearby residents and without disruption of nearby business activities or traffic flow. No such deposit shall be refunded in the event that any violation of this section occurred at the event for which the daily permit was issued.

IJ. Special Permits: The local liquor control commissioner may grant modified hours for special events with no more than three (3) such permits to be approved per applicant per year. Such special permits shall be restricted to holders of class A and class C licenses. Requests for the permit for modified hours shall be made to the local liquor control commissioner in writing, signed by the applicant, including name of responsible supervisor to the special event, client for whom the special event will be held and any other information deemed necessary by the local liquor control commissioner. Each application for a permit for modified hours shall include a nonrefundable fee of one hundred dollars (\$100.00) which shall be separate and distinct from the annual license fee.

Sunday Brunch Permits: The local liquor control commissioner may grant to holders of class A and class C licenses a special Sunday brunch SB permit to serve alcoholic beverages on Sundays between the hours of nine o'clock (9:00) A.M. and twelve o'clock (12:00) noon. The SB permit shall be an addendum to the annual license; and, in no way, shall it be regarded as a license. Holders of such permits shall pay the fees established in section [2-3-9](#) of this chapter.

The SB permits shall be effective and concurrent with the licenses to which they apply. No such permit shall be valid in the absence of or during the revocation or suspension of the license to which it applies.

SB permits shall be issued subject to the same rules and restrictions with respect to holder qualifications, terms and conditions, and to the general requirements of this chapter which apply to the licenses. Additional restrictions are as follows:

SB permits shall apply only to the service of alcoholic beverages at the licensed establishment.

All licensed establishments holding an SB permit may provide additional alcoholic beverage service during the period between the hours of nine o'clock (9:00) A.M. and twelve o'clock (12:00) noon on Sundays only in connection with meal service.

No person or persons shall be served alcoholic beverages in any area where meal service is not offered and available, and no person or persons shall consume alcoholic beverages during such period except in connection with a meal.

Service of alcoholic beverages under the SB permit is strictly prohibited in cocktail lounges, bar areas, coffee shops and other rooms or areas where complete meals are not offered and served. (Ord. 0-13-07, 4-8-2013)

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

Class Of License	Annual Fee	Limitation On Number	Monday Through Thursday	Friday	Saturday	Sunday

C-2	\$3,700.00	1	8:00 A.M. through 2:00 A.M. following	8:00 A.M. through 3:00 A.M. Saturday	8:00 A.M. through 3:00 A.M. Sunday	12:00 noon through 2:00 A.M. following

Section 3. 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 _____, 2019.

Nicholas J. Helmer, Mayor

ATTEST:

City Clerk

AYES:

NAYS:

ABSENT:

Published in pamphlet form:

4849-4434-6537, v. 1

Resolution No. R-19-40**A Resolution Approving Agreement between the City of Prospect Heights and International Union of Operating Engineers, Local 150**

Whereas, the City of Prospect Heights and Metropolitan Alliance of Police have agreed to enter into a joint successor agreement;

Now, Therefore Be It Resolved by the Mayor and City Council of the City of Prospect Heights, Cook County, and State of Illinois as follows;

Section 1. That the agreement between the City of Prospect heights and the International Union of Operating Engineers Local 150 in substantially the form attached is hereby approved, and the execution of said agreement by the City Administrator is hereby approved and authorized.

Section 2. This Resolution shall be in full force and effect upon its passage ad approval by the Mayor and City Clerk as provided by law.

Passed and approved this 14th day of October, 2019

Nicholas J. Helmer, Mayor

Attest:

City Clerk

Ayes:

Nays:

Absent:

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**THE INTERNATIONAL UNION OF
OPERATING ENGINEERS, LOCAL 150**

PUBLIC EMPLOYEES DIVISION

AND

**THE CITY OF PROSPECT HEIGHTS, ILLINOIS
PUBLIC WORKS UNIT**

May 1, 2019 through April 30, 2023

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PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to promote the quality and continuance of public service, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows:

AGREEMENT

This agreement has been made and entered into by and between the City of Prospect Heights, Illinois, (hereinafter referred to as the “City” or “Employer”) and the International Union of Operating Engineers, Local 150, Public Employees Division (hereinafter referred to as the “Union”), on behalf of certain employees described in Article I.

ARTICLE I – RECOGNITION

SECTION 1.1: RECOGNITION

The City recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages and salaries, hours, working conditions and other conditions of employment on which it may lawfully bargain collectively for employees within the following collective bargaining unit, as certified by the Illinois Labor Relations Board:

****INCLUDED**

All full-time employees in the following classifications: Crew Leader; Foreman; Maintenance Worker I; Maintenance Worker II; Mechanic; and Water System Operator.

****EXCLUDED**

All other employees of the Employer, including all part-time employees; City Administrator; Police Chief; Assistant to the City Administrator; Deputy Police Chief; Records

Supervisor; Directors; Executive Director; and all supervisors, managerial and confidential employees as defined by the Act.

SECTION 1.2: NEW CLASSIFICATIONS

The City shall notify the Union within (15) working days of its decision to implement any and all new classifications within the bargaining unit.

In the event there is a need for the establishment of new classifications including rates of pay, there will be a meeting for the purpose of establishing such classifications and rates by mutual agreement. Where agreement is not reached by the time work must be started, the employer may start work at the rate it believes puppet. If the rate mutually agreed on differs from that established by the employer, such rate shall be retroactive to the start of work in the new classification. If the parties fail to agree on such a rate within thirty (30) days of the start of work in the classification, the Union may appeal directly to arbitration within the next thirty (30) consecutive calendar days.

ARTICLE II – UNION RIGHTS

SECTION 2.1: UNION ACTIVITY DURING WORKING HOURS

Union activities within City facilities shall be restricted to administering this Agreement. The Union shall not engage in Union activities on City time or its property, which will interfere with employees' assignments or duties.

Authorized agents of the Union shall have access to the Employer's establishment during working hours for the purpose of adjusting disputes, investigating working conditions, and ascertaining that the Agreement is being adhered to, provided however, there is no interruption of the City's working schedule and provided that such agents shall have first given reasonable advance notice to the City.

SECTION 2.2: TIME OFF FOR UNION ACTIVITIES

Union Stewards shall be allowed time off without pay for legitimate Union business, such as Union meetings and State or International conventions, provided such representative gives reasonable prior notice to his/her supervisor of such absence. The employee may utilize any accumulated time off (Personal, Vacation Days, etc.) in lieu of the employee taking such time without pay.

SECTION 2.3: UNION BULLETIN BOARDS

The City shall provide a Union bulletin board at each work location. The Boards or space shall be for the sole and exclusive use of the Union. Materials displayed shall be **subject** to the reasonable discretion of management.

ARTICLE III – UNION DUES/FAIR SHARE CHECKOFF

SECTION 3.1: DEDUCTIONS

The City agrees to deduct from the pay of those employees who are Union members Union membership dues, assessments, or fees;

Requests for any of the above shall be made on a form provided by the Union and shall be made within the provisions of the State Salary and Annuity Withholding Act and/or any other applicable State statute.

Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with the law and shall be remitted to the Union on a monthly basis at the address designated in writing by the Union. The Union shall advise the City of any increases in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

SECTION 3.2: FAIR SHARE

Upon the City's receipt of appropriate authorization and consent from employees who are not members of the Union but desire to make fair share payments to the Union, the City will deduct from the pay of those employees their proportionate fair share of the collective bargaining process, contract administration and the pursuance of matters affecting wages, hours, terms and conditions of employment, as certified by the Union.

The proportionate fair share payment, with a letter of explanation as to that fair share payment, as certified to be current by the Union pursuant to the Illinois State Labor Relations Act, shall be deducted by the City from the earnings of the non-member employee each pay period.

The amount of the above employee deductions shall be remitted to the Union after the deduction(s) is made by the City with a listing of the employee, address, and the individual employee deduction(s), along with deductions remitted pursuant to this Article.

SECTION 3.3: HOLD HARMLESS

The Union shall hold and save the employer harmless from any and all responsibility and claims in connection with the collection and disbursement of monies under this Article and Agreement.

ARTICLE IV – HOURS OF WORK AND OVERTIME

SECTION 4.1: WORKDAY AND WORKWEEK

- (A) The normal workday for Public Works employees is eight (8) hours and the normal workweek is forty (40) hours.
- (B) Normal Shift Hours for Public Works employees are 7:00 a.m. to 3:30 p.m., Monday through Friday.

- (C) An employee's work day is the twenty-four (24) hour period beginning with the regularly assigned starting time of his work shift on the first day of the work week. Under terms of this provision, a Saturday, a Sunday, a sixth (6th) or seventh (7th) day, or a Holiday, shall be deemed to extend over the same period of hours as a regular work day.

SECTION 4.2: LUNCH/REST PERIOD

Bargaining unit employees shall be granted a fifteen (15) minute paid break during the first half of each work shift, a fifteen (15) minute paid break during the second half of each work shift and shall be granted a thirty (30) minute unpaid lunch period at or about the mid-point of each work shift. However, if the employee works through lunch and it is pre-approved by the employee's supervisor, the employee will be paid at the appropriate rate of pay or be allowed to leave work early with supervisory approval. Employees may combine their break and lunch periods with supervisory approval.

SECTION 4.3: MANDATORY REST PERIOD

Employees will not be required to work more than twelve (12) consecutive hours without being allowed an eight (8) hour rest period. If the eight (8) hour rest period ends during an employee's normal work day, the employee may substitute paid time off (i.e., sick leave or vacation time) for the amount of rest period that occurs during the normal workday provided that the employee shows up at work at the end of the rest period. If an employee is called back to work during the eight (8) hour rest period the employee shall receive double time for all hours worked with a minimum of two (2) hours until the employee has eight (8) hours of rest. This provision does not prohibit employees from working more than twelve (12) consecutive hours without an eight (8) hour rest if the employee voluntarily elects to do so. Additionally,

employees will not be required to, but may voluntarily agree to upon request by the City, operate City equipment for more than ten (10) hours.

SECTION 4.4: MEAL ALLOWANCE

Under the following conditions, the City will provide meals to an employee who is required to work unscheduled overtime:

Breakfast: When the employee has worked at least five (5) continuous hours of unscheduled overtime beginning after Midnight and before 2:00 a.m. and expects at least two (2) additional hours to complete the task.

Lunch: When the employee has worked at least five (5) continuous hours of unscheduled overtime beginning after 8:00 a.m. and before 10:00 a.m. and expects at least two (2) additional overtime hours to complete the task.

Dinner: When the employee has worked at least five (5) continuous hours of unscheduled overtime beginning after 1:00 p.m. and expects at least two (2) additional overtime hours to complete the task.

An employee that qualifies for a meal as stated above shall be entitled to a twenty (20) minute paid meal period. The meals will be paid by the City, and are not to be purchased individually by the employee. Therefore, the average meal including nonalcoholic drinks (alcoholic drinks may not be purchased with City monies; and no alcohol may be consumed on any City property or consumed while on duty for the City and tip must be less than or equal to the following limits: \$8.00 for breakfast, \$10.00 for lunch and \$20.00 for dinner. Meals purchased individually by employees, without prior approval, are not eligible for reimbursement. The Department Director may authorize exceptions as needed.

SECTION 4.5: OVERTIME COMPENSATION

The compensation paid employees for overtime work shall be as follows:

- (A) A bargaining unit employee shall be paid at one and one-half his/her regular hourly rate of pay when required to work in excess of his or her normal work week, as defined in Section 4.1 of this Article.
- (B) A bargaining unit employee shall be paid at twice his/her regular hourly rate of pay for all hours worked on Sundays and the following four holidays: Thanksgiving, Christmas Eve, Christmas Day and New Year's Day.
- (C) All time paid for shall be counted as "time worked" for purposes of computing overtime compensation.

SECTION 4.6: OVERTIME DISTRIBUTION

The parties recognize that they have an obligation to the community to provide services and that this obligation on occasion may require the working of overtime. To meet that objective, overtime may be compulsory in emergency situations. The City shall first make overtime assignments to the employee(s) in the division(s) that is normally assigned to that work, except that the employee working on any job which extends into overtime shall have first claim to the overtime.

The employment of part-time, temporary, and/or non-bargaining unit personnel shall not be utilized to deprive regular full-time personnel of opportunities to work overtime. However, if the full-time personnel who would have usually worked the overtime refuses it or is unavailable, the City may work part-time, temporary and/or non-bargaining unit personnel on said overtime without violating the Agreement

SECTION 4.7: WINTER OPERATIONS

The snow and ice policy in effect as of the date of contract ratification shall continue until the expiration of the contract. The City shall not offer snow plowing/salting and emergency operations duties to non-Public Works employees until such work has been offered to all Public Works employees. Once such work has been offered to all Public Works employees, the City may assign such work to non-Public Works employees at the City's discretion.

There will be times at the sole discretion of the Public Works Director, in which the readiness of the vehicles or some other maintenance is necessary or desirable at the conclusion of plowing or salting operations. In such event, the employee may be directed to continue working until his/her normal start time. The employee shall be eligible for overtime pursuant to this agreement.

SECTION 4.8: CALLBACK

Employees who are called in to work outside their regular scheduled hours (i.e., work hours not contiguous to their previously scheduled hours or not on their previously scheduled work day) shall be compensated for time worked at their applicable overtime rate of pay, with a minimum guarantee of two (2) hours of pay at the applicable overtime rate.

Employees assigned or designated to work on computer after hour duties who are able to respond to notification of a problem and resolve the problem, without physically reporting to a work station, by electronic technologies including but not limited to SCADA, computer, facsimile machines and telephones shall be compensated for the actual time spent resolving the problem.

If an employee is unable to resolve the problem through electronic methods and it is necessary to physically report to an onsite City facility, then the compensation shall be based on

the minimum as defined in Section 4.8 of this Agreement. Time spent in attempting to initially resolve the problem via electronic methods shall be included in the calculation of “total hours worked”; however, travel time shall not be counted as “hours worked”.

SECTION 4.9: COMPENSATORY TIME

At the employee’s option, the employee shall be credited with compensatory time at the appropriate overtime rate for time worked in lieu of paid overtime. Compensatory time can be carried over from year to year not to exceed one hundred and twenty (120) hours. The employee shall receive compensation for all compensatory hours in excess of one hundred and twenty (120) hours at the end of the fiscal year. Upon separation from employment, the employee, or his/her beneficiary, shall receive pay for all unused compensatory time.

SECTION 4.10: CELL PHONE PAY

Public Works employees who are required by the Director of Public Works to carry cell phones outside the normal workday as part of their regular duties shall receive two (2) additional vacation days per year, to be scheduled at the mutual agreement of the employee and his/her supervisor. All Public Works employees who carry cell phones shall respond to a call within thirty (30) minutes and report to duty, if so required, within one (1) hour of responding to the call or within a reasonable amount of time depending upon the weather, or unless otherwise excused by the Director of Public Works or his/her designee. Employees will be called out pursuant to the existing “call out” procedure as modified from time to time by the Director of Public Works based upon operational needs and upon reasonable advance notice to employees and the Union. Employees who do not so respond or report as set forth herein may be subject to appropriate discipline and forfeiture of cell phone compensation.

ARTICLE V – SENIORITY

SECTION 5.1: SENIORITY DEFINED

The seniority of employees on the active payroll as of date of ratification shall be as set forth on Appendix B attached hereto. For employees hired after the date of ratification seniority shall be the period of the employee's most recent continuous regular full-time employment for the City plus a prorated amount for part-time employment with the City. (For example, if an employee worked for the City for five years as a regular part-time employee every Monday for the full day then that person would be credited with one full year of seniority.)

SECTION 5.2: BREAKS IN CONTINUOUS SERVICE

An employee's seniority shall be terminated by voluntary resignation, voluntary transfer or promotion to a position with the City but not in the bargaining unit, discharge for just cause, layoff in excess of twelve (12) months, inability to perform work for the City for any reason for a continuous period in excess of twenty-four (24) months (except for absence due to military service), and retirement. Any such employee returning to a bargaining unit position within twelve (12) months will have his/her seniority reinstated, but only for purposes of calculation of benefits under this Agreement.

SECTION 5.3: SENIORITY LIST

Once each year the Employer shall post a seniority list. A copy of the seniority list shall be furnished to the Union when it is posted. The seniority list shall be accepted and final thirty (30) days after it is posted, unless protested by the Union or an employee.

SECTION 5.4: PROBATIONARY EMPLOYEES

An employee is probationary for the first six (6) months of employment. The City may extend such employee's probationary period for up to three (3) months, provided that the

employee is advised prior to the expiration of the probationary period that his/her probationary period is being extended and the reason for the extension. A probationary employee shall have no seniority, except as otherwise provided for in this Agreement, until he/she has completed their required probationary period. Upon such completion, he/she shall acquire seniority retroactively from the date of employment. During this period of probation, no grievance may be filed by or on behalf of such employee regarding discharge or discipline.

Employees who change Departments, or are promoted, within the bargaining unit shall be required to serve an additional probationary period of three (3) months, however, if the employee fails the probationary period he/she will be reinstated to his/her former position. The City may likewise extend such employee's probationary period for up to three (3) months, provided that the employee is advised prior to the expiration of the probationary period that his/her probationary period is being extended and the reason for the extension.

SECTION 5.5: SENIORITY TERMINATION

An employee shall be terminated and his seniority broken when he/she:

- (A) Quits;
- (B) Is discharged for just cause (probationary employees without just cause);
- (C) Is laid off pursuant to the provisions of the applicable Agreement for a period of twelve (12) months;
- (D) Retires;
- (E) Fails to report to work at the conclusion of an authorized leave of absence or when fit to return to duty after a medical leave as determined by a doctor, unless otherwise excused in the reasonable judgment of the City;

- (F) Is laid off and fails to report for work within fourteen (14) calendar days of being recalled;
- (G) Does not perform work for the City for any reason for a continuous period in excess of twenty-four (24) months (except for absence due to military service); or
- (H) Fails to report to work or notify the City during an absence of three (3) consecutive workdays unless the employee is unable to do so for reasons beyond his/her control which could not be reasonably anticipated or planned for.

ARTICLE VI – LAYOFF AND RECALL

SECTION 6.1: DEFINITION AND NOTICE

A layoff is defined as a reduction in bargaining unit jobs. The City shall give the Union at least sixty (60) days notice of any layoffs if possible.

SECTION 6.2: GENERAL PROCEDURES

In the event of a layoff, employees shall be laid off in inverse order of seniority, provided those remaining have the required skills and ability to perform the job or otherwise can acquire the required skills and ability with minimal training. However, prior to laying off any bargaining unit employees, all seasonal, temporary, probationary, part-time, or other non-bargaining unit employees, who perform work customarily performed by bargaining unit employees shall be laid off or terminated, as the case may be. Prior to any lay-off the City will discuss, but shall not be required to negotiate, with the Union alternatives to laying off any employees and the impact of any such layoffs. The City shall provide, whenever possible, at least ninety (90) days notice of layoffs.

SECTION 6.3: RECALL OF LAID-OFF EMPLOYEES

The names of laid-off employees shall be placed on a layoff list for twelve (12) months. Employees shall be recalled in seniority order. After twelve (12) months on layoff, an employee shall lose his/her seniority.

SECTION 6.4: BUMPING RIGHTS

If an employee is laid off, that employee shall have the right to “bump” a less senior employee anywhere within the bargaining unit provided the employee is immediately qualified for the position. The employee shall be paid at the wage and benefit levels of the position to which he/she bumped.

ARTICLE VII – DISCIPLINARY PROCEDURES

SECTION 7.1: EMPLOYEE DISCIPLINE

Employees covered hereunder shall be disciplined for just cause. As a general rule, the City agrees with the tenets of progressive discipline and shall have the right to invoke any of the following disciplinary measures:

- (A) Oral Warning with documentation of such filed in the employee’s personnel file, with copy sent to Union office.
- (B) Written reprimand with copy of such maintained in the employee’s personnel file, with copy sent to Union office.
- (C) Suspension without pay with documentation of such maintained in the employee’s personnel file, with copy sent to Union office.
- (D) Discharge with documentation of such maintained in the employee’s personnel file, with copy sent to Union office.

However, the City shall retain the right to invoke discipline that it determines **to** be appropriate under the circumstances surrounding each individual incident giving rise to disciplinary action, provided just cause exists. Therefore, the City may invoke either a suspension or discharge without oral warning or written reprimand should the seriousness of the offense warrant suspension or dismissal without oral warning or written warning.

Prior to actual imposition of written reprimands, suspension without pay, or discharges, the employee shall be afforded an opportunity to discuss his/her views concerning the conduct causing such disciplinary action. Such discussion should take place as soon as practicable after the Supervisor's action and not be unduly or unreasonably delayed, and the employee shall be informed clearly and concisely of the basis for such action. Furthermore, upon request of the employee, a representative of the Union (Steward) shall be allowed to be present and participate in such discussions.

SECTION 7.2: RIGHT TO REPRESENTATION

Prior to any disciplinary discussions (pre-disciplinary or otherwise) with the employee, the employer shall inform the employee of his/her right to Union representation due to the fact that disciplinary action may be taken.

ARTICLE VIII – GRIEVANCE PROCEDURE

SECTION 8.1: GRIEVANCE DEFINED

A grievance is defined as any claim of violation of this Agreement.

SECTION 8.2: PROCESSING OF GRIEVANCE

Grievances, except at Step 1, shall be processed only by the Union on behalf of an employee or on behalf of a group of employees or itself. The Grievant or one Grievant representing a group of Grievants may be present at any step of the grievance procedure, and the

employee(s) is entitled to Union representation at each and every step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group.

SECTION 8.3: GRIEVANCE STEPS

STEP ONE: IMMEDIATE SUPERVISOR

No grievance shall be entertained or processed unless it is submitted in writing within ten (10) business days after the occurrence of the event giving rise to the grievance, or when such occurrence otherwise becomes known or should have become known to the affected employee(s). The immediate supervisor shall attempt to adjust the matter and shall respond in writing within ten (10) business days.

STEP TWO: CITY ADMINISTRATOR

If the grievance remains unsettled after the response in Step One, the Union may submit a written grievance to the City Administrator of the City of Prospect Heights within ten (10) business days of the Step One response. Grievances concerning discharge may be filed directly at Step Two within ten (10) business days of the discharge or when the employee/Union reasonably should have realized that a dispute existed.

The City Administrator or his/her designee shall schedule a conference within ten (10) business days of receipt of the grievance to attempt to adjust the matter. The City Administrator or designee shall submit a written response within ten (10) business days of the conference. If the conference is not scheduled, the City Administrator or designee shall respond to the grievance in writing ten (10) business days of the receipt of the appeal.

STEP THREE: ARBITRATION

If the grievance remains unsettled after the response in Step Two, the Union may refer the grievance to arbitration within ten (10) business days of the Step Two response. The Union shall request either the Federal Mediation and Conciliation Service or the American Arbitration Association to submit a panel of seven (7) Arbitrators. The parties shall alternately strike the names of Arbitrators, taking turns as to the first strike. The person whose name remains shall be the Arbitrator, provided that either party, before striking any names, shall have the right to reject one (1) panel of Arbitrators.

Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the Arbitrator. Both parties shall have the right to request the Arbitrator to require the presence of witnesses and/or documents. Each party shall bear the costs of its own witnesses.

Questions of arbitrability shall be decided by the Arbitrator. The Arbitrator shall make a preliminary determination on the question of arbitrability. If it is determined that the matter is arbitrable, the Arbitrator shall then proceed to determine the merits of the dispute. If either party objects, another panel will be requested and another arbitrator selected.

In the conduct of any arbitration under this Article, the rules and procedure governing the conduct of arbitration proceedings of the American Arbitration Association shall control, except where specifically limited by this Article. The Arbitrator shall neither amend, modify, nullify, ignore, add or subtract from the provisions of this Agreement.

The expenses and fees of the Arbitrator and the cost of the hearing room shall be shared equally by the parties. Nothing in this Article shall preclude the parties from agreeing to the appointment of a permanent Arbitrator(s) during the term of this Agreement or to use the expedited arbitration procedures of the American Arbitration Association.

If either party desires a verbatim record of the proceedings, it may cause such to be made, providing it pays for the record and makes a copy available without charge to the Arbitrator. If the other party desires a copy, it shall equally pay for the expense of such.

The Arbitrator shall render his/her decision in writing to the parties within thirty (30) calendar days following the close of the arbitration hearing or the submittal date of briefs, whichever is later. The Arbitrator shall support his/her findings with a written opinion. The decision and opinion shall be based solely on and directed to the issue presented. The award shall clearly direct the parties as to what action(s) must be taken in order to comply with the award.

The decision and award of the arbitration shall be final and binding to the Union, employee(s) and City. Such decision shall be within the scope and terms of this Agreement but shall not change any of its terms or conditions.

SECTION 8.4: GRIEVANCE FORMS

The written grievance required under this Article shall be on a form which shall be provided by the Union. It shall contain a statement of the Grievant's complaint, the section(s) of this Agreement that have been allegedly violated, the date of the alleged violations and the relief being sought. The form shall be signed and dated by the Grievant and/or his/her representative.

An improper grievance form, date, section citation, or other procedural error shall not be grounds for denial of the grievance.

SECTION 8.5: SETTLEMENTS AND TIME LIMITS

Any grievance not appealed to the next succeeding step in writing and within the appropriate number of work days of the City's last answer will be considered settled on the basis of the City's last answer and shall not be eligible for further appeal, except that the parties may, in any individual case, extend this limit by unilateral written notice not to exceed a total of thirty (30) calendar days for the particular grievance.

SECTION 8.6: UNION STEWARDS

A duly authorized bargaining unit representative shall be designated by the Union as the Steward. The Union may designate two (2) Stewards – one selected from the office personnel and one selected from the non-office personnel and two (2) alternates – one selected from the office personnel and one selected from the non-office personnel and will provide written notice to the City Administrator to identify those individuals. Nothing herein shall limit a steward's or alternate's right to assist an employee because he/she works in the office or outside.

ARTICLE IX – HOLIDAYS

SECTION 9.1: GENERAL INFORMATION

All bargaining unit employees shall receive a minimum of eight (8) full-day paid holidays per calendar year. If the City declares any additional dates as observed holidays or when City Hall closes, such date(s) shall be considered holiday(s) for all bargaining unit employees. Moreover, on days when other City employees are allowed to go home early with pay, bargaining unit employees who are not given the time off shall be compensated with pay at the appropriate overtime rate. The eight (8) holidays are as follows:

Thanksgiving Day	Memorial Day
Day After Thanksgiving	4 th of July
Christmas Eve Day	Labor Day
Christmas Day	New Year's Day

SECTION 9.2: SPECIFIC APPLICATIONS

When a holiday falls on a Saturday, it will be observed on the preceding Friday. When a holiday falls on a Sunday, it will be observed on the following Monday.

SECTION 9.3: HOLIDAY PAY

All employees shall receive a regular day's pay for each holiday provided they work their scheduled work days prior to and after the holiday. Employees who work on a holiday, except for Thanksgiving, Christmas Eve, Christmas Day and New Year's Day, shall additionally be compensated at one and one-half ($1\frac{1}{2}$) times their regular rate of pay for all time actually worked on such holiday. Employees who work on Thanksgiving, Christmas Eve, Christmas Day, and New Year's Day shall be compensated at two (2) times their regular rate of pay for all time actually worked.

ARTICLE X – VACATIONS AND PERSONAL LEAVE

SECTION 10.1: VACATION ACCRUAL

Eligibility and Allowances. All full-time employees shall be eligible to use paid vacation after completion of their probationary period. Employees shall start to earn vacation time as of their date of hire. Vacation time shall be earned pro rata for each pay period in which the employee is on the active payroll and will be distributed to employees on their anniversary dates, based on the following schedule:

<u>Length of Continuous Active Service</u>	<u>Hours Earned Per Year</u>
--	------------------------------

<u>Length of Continuous Active Service</u>	<u>Hours Earned Per Year</u>
2 to 5 years	80 hours
6 to 10 years	120 hours
11 years	128 hours
12 years	136 hours
13 years	144 hours
14 years	152 hours
15 to 20 years	160 hours
21 years or more	200 hours

During the first year of continuous active service, 40 hours of vacation time will be distributed upon the completion of the probationary period and 40 additional hours of vacation time will be distributed upon the first anniversary date. Vacation time may be carried over from one year to the next to a maximum of twenty-five (25) days. Amounts in excess of twenty-five (25) days must be approved in writing by the City Administrator or designee.

SECTION 10.2: VACATION USAGE

- (A) An employee is eligible to take Vacation Leave upon completing six (6) months of service with the City or upon completion of the required probationary period.
- (B) Employees can carry over up to twenty-five (25) vacation days from one year to the next, and can carry over more days with City Administrator approval.
- (C) If a holiday should fall during the scheduled vacation period, the employee shall not be charged a vacation day for the Holiday.

SECTION 10.3: VACATION PAY

The rate of vacation pay shall be the employee's regular straight-time rate of pay in effect for the employee's regular job classification during the period of time that the employee is on vacation.

SECTION 10.4: VACATION SELECTION

Vacation selection shall be granted on a first come, first serve basis. Once a vacation request is granted, it shall not be cancelled except in the event of an emergency. In such event, the Mayor, City Administrator or their designees may cancel and/or reschedule any or all approved vacation leaves in advance of their being taken, or may recall employees from vacations in progress. In the event of such cancellation or recall, the City shall reimburse the employee for all reasonable and documented out-of-pocket expenses such as hotel reservations, airline tickets, and the like which directly result from such cancellation or recall from vacation. In no event shall the City be required to reimburse the employee for any expense for which the employee receives a credit that may be used by him/her at a later date.

SECTION 10.5: PERSONAL DAYS

- (A) Each employee shall be granted four (4) personal days every year on his/her hire date.
- (B) Personal days may be taken with supervisor approval.
- (C) Employees on personal days off may be asked to work during their personal day off but they will not be required to work during that time. If the employee declines to work, that will not be charged as time worked.

- (D) All employees shall receive one (1) additional personal day if he/she is not involved in an accident that he/she could have avoided during the previous year (Safety Day) per current City Policy.

ARTICLE XI – SICK LEAVE

SECTION 11.1: SICK LEAVE ACCRUAL

All full-time employees shall accrue sick leave at the rate of one (1) day per month of continuous service with the City. Unused sick leave shall be carried over from year to year.

SECTION 11.2: SICK LEAVE RESTRICTIONS

Sick leave may be granted in minimum one (1) hour blocks for any of the reasons listed below, subject to supervisor approval. Sick leave shall not be unreasonably denied.

- (A) Incapacitation due to illness, injury, or disability of the employee or his/her family member, and pregnancy/birth/adoption/foster placement of the employee's child.
- (B) Personal medical or dental appointments.
- (C) The maximum amount of accrued sick leave shall be 1,920 hours.
- (D) Employees who are on sick leave may be asked to work, but they shall not be required to work while on sick leave, including those days in which the employee has a medical appointment, as long as the employee has adequate sick time.

SECTION 11.3: NOTIFICATION OF SICK LEAVE

Notification of absence due to illness or injury shall be given to the City before the employee's start time, and before every scheduled work day thereafter (unless the requirements for notification are waived by the appropriate supervisor). A notification procedure shall be posted at all times to inform employees whom they shall notify and how such notification shall

be made. Failure to provide the proper notice of illness may be considered an unexcused absence and may result in forfeiture of sick leave pay for that day/period.

SECTION 11.4: VERIFICATION OF SICK LEAVE

When an employee has used sick leave for more than three (3) consecutive days, as a condition of returning to work and receiving paid sick leave benefits, the employee shall be required to submit appropriate documentation from either his/her insurance carrier or his/her attending physician. If the employee does not supply such documentation or if the documentation is deemed unsatisfactory by the Department Head or designee, the request for sick leave shall be denied and the time shall be charged to leave without pay. The City retains the right to audit, monitor and/or investigate sick leave usage and, if the employee is suspected of abuse, to take corrective action, including such actions as requiring that the employee seek medical consultation, instituting sick leave verification calls and/or taking disciplinary action, including dismissal.

SECTION 11.5: SICK LEAVE BUYBACK

Employees covered by this Agreement who retire pursuant to the provisions of the Illinois Municipal Retirement Fund with at least 8 years of service with the City and who have accrued 720 hours or more of unused sick leave at time of retirement may (1) sell back at 30% all accrued but unused sick leave hours in excess of 720 hours, at the employee's rate of pay at time of retirement, or (2) deposit the cash equivalent of option (1) into a Health Savings Account, if one is offered by the City, or (3) a combination of options (1) and (2). However, in no event shall an employee receive compensation more than one time for any sick leave bought back pursuant to this Section.

ARTICLE XII – LEAVES OF ABSENCE

SECTION 12.1: DISABILITY LEAVE

In the event of a temporary disability, an employee may apply for disability payment through the Illinois Municipal Retirement Fund (IMRF).

SECTION 12.2: DISCRETIONARY LEAVE OF ABSENCE

An employee with at least twelve (12) months of seniority may petition the City for a special leave of absence which may be granted in the City's reasonable discretion and subject to operational needs. Such leave of absence, if granted, is without pay or fringe benefits unless otherwise agreed.

SECTION 12.3: FUNERAL LEAVE

In the event of a death of a member of the immediate family of an employee or his/her spouse, the employee will be granted up to three consecutive (3) days off with pay to attend the funeral. For this purpose, immediate family consists of the employee's/spouse's mother, father, sister, brother, child, grandchild, grandparents, stepmother, stepfather, stepsister, stepbrother and stepchild. The City retains the right to require proof of the funeral and the employee's attendance at the funeral. Upon good cause demonstrated by employee the leave may be extended to a total of five (5) days by the City Administrator or designee. The employee may take additional time, with Department Head or designee approval, which shall be deducted from vacation, compensatory time, or other earned time except sick time.

SECTION 12.4: FAMILY AND MEDICAL LEAVE

The City will comply with the Family and Medical Leave Act Policy in the Employee Handbook, as amended from time to time.

SECTION 12.5: JURY DUTY LEAVE

An employee whose service on a jury, or whose appearance at a court or agency hearing as a witness pursuant to a properly issued subpoena, occurs during the employee's regularly scheduled work time shall receive full pay for such hours, less any fees paid to such employee as a juror or a witness. Employees serving on jury duty or appearing as a witness pursuant to subpoena shall be expected to return to work if they are released prior to the end of their scheduled shift.

SECTION 12.6: MILITARY LEAVE

The City will comply with all applicable Federal, State and local laws pertaining to Military Leave.

ARTICLE XIII – HEALTH INSURANCE AND PENSION

The City shall make available health and dental insurance, which shall be provided to bargaining unit employees exclusively by the Union's insurance plan (Union Plan). The cost of the Union Plan shall be paid by the City as follows:

Effective May 1, 2019:

Family	\$2235.00
Employee + 1	\$1465.00
Single	\$692.00

Each May 1 thereafter:

It is agreed that the health insurance rates set forth above shall increase by no more than ten percent (10%), however such premium rates shall not exceed the premium rates for the

options set forth above as determined by the actuaries for the Midwest Operating Engineers Fringe Benefit Fund.

ARTICLE XIV – EMPLOYEE TRAINING AND EDUCATION

SECTION 14.1: COMPENSATION

The City agrees to compensate all bargaining unit employees at straight time rate for all training, schools, and courses which the City requires an employee to attend during off-duty hours. If training is scheduled during normal work hours, it shall be treated as a normal work day. All training days will be treated as a normal workday with a maximum of eight (8) hours. The employee shall utilize a City vehicle whenever possible for travel to and from training. If the employee wishes to use his/her own vehicle to attend training for sites farther than ten (10) miles one way, he/she must have advance authorization from the Department Director or designee and he/she will be reimbursed for mileage per the current Internal Revenue Standards. Meals (including non-alcoholic beverages; no alcoholic beverages shall be paid for with City monies) shall be reimbursed as follows: eight dollars (\$8.00) for breakfast; ten dollars (\$10.00) for lunch, and twenty dollars (\$20.00) for dinner provided receipts are submitted for meal reimbursement.

SECTION 14.2: CDL LICENSE REIMBURSEMENT

The City shall reimburse all bargaining unit employees who are currently required by job description to have a Commercial Driver's License (CDL) the cost of renewal of said license and the cost or any endorsements those employees are required to have.

SECTION 14.3: EDUCATIONAL INCENTIVE

With the City Administrator's approval, full-time bargaining unit employees who are required to participate in an education and training program applicable to City interest shall receive reimbursement for tuition, registration and other items charged by the educational

institutional incidental to the course. Expenses will be reimbursed upon providing certified proof of satisfactory course completion. Receipts are required for any reimbursement.

Once the City approves the reimbursement for required training the City shall allow the employee to attend all related course to maintain the certification and shall reimburse the employee for all related expenses.

SECTION 14.4: VOLUNTARY EDUCATIONAL INCENTIVE

With the City's prior written approval, full-time bargaining unit employees who voluntarily participate in an education and training program applicable to City interest shall receive reimbursement for tuition, registration and other items charged by the educational institution incidental to the course. Expenses will be reimbursed upon providing certified proof of satisfactory course completion. Receipts are required for reimbursement.

Tuition reimbursement shall not exceed an average of 50% of the tuition at Northern Illinois University (Hoffman Estates campus), University of Illinois (Chicago campus), and Northeastern Illinois University (Chicago campus).

ARTICLE XV – SAFETY

SECTION 15.1: COMPLIANCE WITH LAWS

In order to maintain safe working conditions, the City shall comply with all laws applicable to its operations concerning the safety of employees covered by this Agreement.

SECTION 15.2: UNSAFE CONDITIONS

Employees who reasonably and justifiably believe that their safety and health are in danger due to an alleged unsafe working condition, equipment or vehicle, shall immediately inform their supervisor who shall have the responsibility to determine what action, if any, should be taken, including whether or not the job assignment should be discontinued. The City shall

insure that all employees are properly trained to perform the activities they are directed to perform including, but not limited to training in the following areas: confined space training, OSHA safety training, chlorine gas safety training; and JULIE training.

ARTICLE XVI – LABOR-MANAGEMENT MEETINGS

SECTION 16.1: LABOR-MANAGEMENT CONFERENCES

The Union and the City mutually agree that in the interest of efficient management and harmonious employee relations, meetings shall be held between Union and City representatives when appropriate. Such meetings shall be scheduled within one week of either party requesting the meeting, or at a time mutually agreed upon by the parties, and shall be limited to:

- (A) Discussion of the implementation and general administration of this Agreement;
- (B) A sharing of general information of interest to the parties;
- (C) The identification of possible health and safety concerns.

A Union representative and/or Union Steward may attend these meetings. The City may assign appropriate management personnel to attend.

SECTION 16.2: PURPOSE

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Such meetings shall be chaired by the City representative and there shall be no loss of wages for attendance by Union Stewards and/or affected bargaining unit employees. Grievances and arbitrations shall not be discussed at such meetings.

ARTICLE XVII – SUBCONTRACTING AND TRADITIONAL BARGAINING UNIT WORK

The City will not subcontract out work traditionally performed by bargaining unit employees, unless a) the size, scope, complexity, or time constraints are such that bargaining unit

members cannot efficiently perform the task, or b) bargaining unit members are not qualified to perform the task, or c) there is a safety issue, or d) there is an insufficient number of bargaining unit members to perform the task, or e) the City does not have available the type of equipment necessary to complete the task, or f) the relative cost to the City (including overtime and premium pay) of using bargaining unit employees exceeds the cost of engaging a contractor; provided that in no instance shall the City subcontract out work if such subcontracting results in a lay off or reduction in normal work hours. In the event the City decides to subcontract work, it will notify the Union as soon as practical.

ARTICLE XVIII – SUPERVISORY AND TEMPORARY WORKERS

Except as otherwise provided herein, non-bargaining unit employees, summer helpers, interns, temporary workers, and part-time workers (but excluding crossing guards) shall not perform work traditionally performed by bargaining unit employees, except to plow snow or during declared emergencies. Supervisors shall not plow snow unless all qualified available bargaining unit employees are already engaged in such activity. The City shall not employ more than (5) part-time workers (but not counting crossing guards) who perform work traditionally performed by bargaining unit employees. Nor shall the City employ more than five (5) summer helpers, interns, or temporary workers (but not counting crossing guards) who perform work traditionally performed by bargaining unit employees.

ARTICLE XIX – ACTING OUT OF CLASSIFICATION PAY

Whenever a bargaining unit member is assigned by his/her supervisor to perform work assigned or normally performed by another bargaining unit employee in a higher paid classification for four (4) or more consecutive hours, the bargaining unit member performing such work shall be paid at a higher rate of pay for all such hours.

ARTICLE XX – UNIFORMS, EQUIPMENT, AND TOOL ALLOWANCE

SECTION 20.1: PROTECTIVE CLOTHING

The City shall provide all necessary items of protective clothing, safety gear, and other required uniforms.

SECTION 20.2: PRESCRIPTION SAFETY GLASSES

The parties hereby agree that the current City policy concerning safety glasses shall remain in effect for the term of this agreement, unless otherwise modified with the mutual agreement of the parties.

SECTION 20.3: CLOTHING ALLOWANCE

Public Works employees who are required to wear safety shoes or boots shall receive a stipend of up to \$200 to offset the cost of purchasing shoes, boots, socks (up to six pairs), insoles, or shoe laces (up to two pairs), provided that the employee provides to the Public Works Director acceptable documentation as to the cost of such items. This stipend will not be paid more than once per contract year. The City shall provide uniforms and replacements thereof when needed.

ARTICLE XXI – PERSONNEL RECORDS

SECTION 21.1: PERSONNEL RECORDS

An employee's personnel file shall be made available for inspection by the employee or the employee's designee upon written request. Upon proper request, the City shall have forty-eight (48) hours to produce the employee's personnel file. All requests for file inspection are governed solely by the Personnel Record Review Act, as amended hereafter (820 ILCS 40/1 et seq.).

SECTION 21.2: RIGHT OF INSPECTION AND COPIES

Upon written request, an employee will be granted the right to inspect his/her personnel and/or medical records during working time no more than two times per year. An employee may obtain a copy of his/her record upon written request to the appropriate person. Copies shall be provided, at no charge to the employee, within two (2) business days.

SECTION 21.3: REMOVAL OF DISCIPLINARY RECORDS

Verbal and written reprimands shall be removed from an employee's file after eighteen (18) months from occurrence, provided the conduct which led to the discipline has not recurred during that time period.

ARTICLE XXII – NON-DISCRIMINATION

SECTION 22.1: PROHIBITION AGAINST DISCRIMINATION

Both the City and the Union agree not to discriminate against any employee on the basis of race, sex, creed, religion, color, sexual orientation, marital or parental status, age, national origin, political affiliation and/or beliefs, or other non-merit factors. Any dispute concerning the interpretation and application of this paragraph shall be processed through the federal or state agency or court rather than through the grievance procedure set forth in this Agreement, except that an employee and the Union may process a grievance through step two.

SECTION 22.2: UNION ACTIVITY

The City and the Union agree that no employee shall be discriminated against, intimidated, restrained or coerced in the exercise of any rights granted by this Agreement, or on account of membership or non-membership in, or lawful activities on behalf of the Union. This language shall not be construed or interpreted to limit the Union's or employee's right to pursue an action through the Illinois Labor Relations Board.

SECTION 22.3: RESIDENCY

No individual shall be denied employment because of his/her residency, and no employee shall be denied any benefit or otherwise discriminated against because of his/her residency.

SECTION 22.4: OUTSIDE EMPLOYMENT

All full-time City employees are subject to call at any time for emergencies, special assignment, or over-time duty, and no outside employment may infringe on this obligation. Employees of the City shall not engage in outside business activities while on duty, nor shall City property or confidential or sensitive information obtained on the job be used for non-City functions.

ARTICLE XXIII – NO STRIKE/NO LOCKOUT

SECTION 23.1: NO STRIKE

Neither the Union nor any employees covered by this Agreement, agents or employees of the Union, will call, initiate, authorize, participate in, sanction, encourage or ratify any strike, sympathy strike, slowdown, work stoppage, picketing or concerted interference with any matters involving the City or its agents, regardless of the reason for doing so. No employee of the City covered by this Agreement shall refuse to enforce or carry out lawful orders and directives of the City arising from or related to the performance of functions even if there is a labor dispute involving other persons, provided however the City will take reasonable steps to avoid directing bargaining unit members to cross any lawful IUOE Local 150 picket line (e.g., assign non-bargaining unit members to perform the task). An employee engaging in any activity prohibited by this Section shall be subject to immediate discharge, and only the question of his or her actual participation in the prohibited activity will be subject to the grievance and arbitration procedures set forth in this Agreement.

SECTION 23.2: NO LOCKOUT

The City agrees not to lock out employees during the term of this Agreement.

ARTICLE XXIV – BARGAINING RIGHTS

SECTION 24.1: UNION RIGHTS

The Union and all bargaining unit members shall maintain all rights protected under law. This shall include the right to bargain collectively with regard to City policy matters directly affecting wages, hours and terms and conditions of employment.

SECTION 24.2: MANAGEMENT RIGHTS

Except as specifically limited by the express provisions of the Agreement, the City retains all traditional rights through its City Administrator and his/her agents and designees to manage and direct the affairs of the City of in all of their various aspects and to manage and direct employees, including the following: to determine the mission of the City and its various departments; to determine the number and location of facilities and offices as well as the staffing and equipment for such offices and facilities; to determine whether and to what extent it will contract out or subcontract for the provisions of any services and upon what terms and conditions such contracts will be entered into, subject to the provisions of this Agreement; to plan, direct, control and determine all the operations and services of the City and its various departments; to assign and transfer employees; to establish the qualifications of employment; determine the number of employees, and to employ employees; to schedule and assign work; to establish performance standards and objectives and from time to time, revise those standards; to determine the methods, means, organization and number of personnel by which such operations and services shall be provided or purchased; to make, alter and enforce various rules, regulations, safety rules, orders, procedures and policies; to evaluate employees; to discipline, demote,

suspend and discharge employees for just cause (probationary employees without just cause); to lay off employees when necessary; to establish dress and appearance standards for service to the public; to determine and establish, change, combine or abolish positions and job classifications and to determine the duties, responsibilities and work assignments of any position or job classification.

The City expressly reserve the right under this Agreement to exercise all management rights set forth in Section 4 of the Illinois Public Labor Relations Act as amended from time to time, and the City shall not be required to bargain over matters of inherent managerial power as set forth in said Act.

ARTICLE XXV – WAGES

SECTION 25.1: WAGE RATES

The minimum wage rates for each classification are set out in Appendix A attached hereto. A new employee may be paid more than the minimum wage rate if such employee has, in the City's discretion, appropriate prior experience or qualifications but in no event shall any new employee be hired at a rate higher than any current employee (those listed in Appendix B) holding the same job classification. New employees hired during the term of the Agreement will receive the following increases:

5/1/19	2.75%
5/1/20	2.75%
5/1/21	2.75%
5/1/22	3.00%

The wage rates for current bargaining unit employees are set out in Appendix B.

SECTION 25.2: CERTIFICATION PAY

For each certification/license listed below the employee shall receive the associated compensation. The employee shall receive the annual incentive pay on November 1 of each year on a separate check.

Water operator license	\$750
Arborist license -	\$750
Mechanic ASE certification	\$750
Underground storage	\$500

(This compensation is non-cumulative)

With prior approval of the City Administrator, unpaid time off to attend the courses necessary to maintain the certification and reimburse the employee for all pre-approved training and related expenses required to maintain the certification.

SECTION 25.3: PROMOTIONS/SELECTIONS

The City shall fill permanent vacancies by prioritizing the most senior qualified employee employed by the City.

The City may hire an outside applicant if bargaining unit employees are not qualified for the position and cannot become qualified with a minimal amount of training. In determining if the employee is qualified, factors such as skill, ability, training, attendance and overall work record shall be considered.

Employees who are promoted or transferred have the option of returning to their former position within thirty (30) days after the promotion or the transfer with no loss of benefits, except that the employee will be returned to his/her former wage level.

SECTION 25.4: LONGEVITY PAY

Years of Service

Longevity Pay

After completion of five (5) years of service and through nine (9) years of service:	\$275
Ten (10) years of service through completion of fourteen (14) years of service:	\$550
Fifteen (15) years of service through completion of nineteen (19) years of service:	\$825
Twenty (20) years of service through completion of twenty-four (24) years of service:	\$1100
Twenty-five (25) years of service or more:	\$2200

Longevity and years of service shall be based on the employees start date regardless of part-time or full-time status at hire date.

SECTION 25.5: Longevity shall be paid in one lump sum on a separate check on or about November 1 of each year, and years of service shall be calculated as of October 31 of the year in which the longevity pay is being paid.**TEMPORARY ASSIGNMENT PAY**

In the event the Director or his designee assigns an employee, in writing in advance, to act in the Director's place, that employee will receive one (1) hour of overtime pay at his regular overtime rate for each scheduled day he acts as the Director.

ARTICLE XXVI – DRUG AND ALCOHOL POLICY

The Drug and Alcohol Policy is set forth in Appendix C, attached hereto and made a part hereof.

ARTICLE XXVII – INTEREST ARBITRATION

Should an impasse arise during future negotiations, the parties shall employ the interest arbitration process set out in Section 14 of the Illinois Public Labor Relations Act.

ARTICLE XXVIII – EXISTING BENEFITS

In order to insure uniformity, all direct economic benefits which affect employees in the bargaining unit and which are neither set forth in this Agreement nor are covered by a subject

matter included in this Agreement, and which are currently in effect, shall not be diminished or reduced unless the same change is made for all employees.

ARTICLE XXIX – SAVINGS CLAUSE

If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the subject matter of such invalid provision shall be open to immediate re-negotiation.

ARTICLE XXX – TERMINATION

This Agreement shall be effective as of the day of May, 2019, and shall remain in full force and effect until the 30th day of April, 2023, whereupon, it shall be automatically rendered null and void. It shall be automatically renewed from year to year thereafter unless either party notifies the other in writing at least sixty (60) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin not later than thirty (30) days prior to the anniversary date. This Agreement shall remain in full force and be effective during the period of negotiations and until the notice of termination of this Agreement is provided to the other party in the manner set forth in the following paragraph.

In the event that either party desires to terminate this Agreement during the period of negotiations, written notice must be given to the other party not less than ten (10) days prior to the desired termination date which shall not be before the anniversary date set forth in the preceding paragraph.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____, 2019, in the City of Prospect Heights.

THE INTERNATIONAL UNION OF
OPERATING ENGINEERS, LOCAL 150
PUBLIC EMPLOYEES DIVISION

CITY OF PROSPECT HEIGHTS

James M. Sweeney, President

Nicholas Helmer, Mayor
City of Prospect Heights

Deanna Distasio
Attorney

Joe Wade
City Administrator

APPENDIX A – NEW HIRES

Title	5/1/19	5/1/20	5/1/21	5/1/22
Maintenance Worker I	43,529	44,726	45,956	47,335
Maintenance Worker II	44,694	46,201	47,471	48,895
Mechanic	46,392	47,667	48,978	50,448
Crew Leader	48,111	49,434	50,793	52,317
Water System Operator	46,392	47,667	48,978	50,448

APPENDIX B – CURRENT EMPLOYEES

Name	Current Rate	Title	May 1, 2016	May 1, 2017	May 1, 2018
Biondo, Adam	\$68,844.67	Crew Leader	\$70,737.90	\$72,683.20	\$74,681.98
Cassata, Joe	\$61,594.03	MW II	\$63,287.87	\$65,028.28	\$66,816.56
Heber, Sean	\$51,540.22	Water Operator	\$56,540.22	\$58,095.08	\$59,692.70
Kron, Joe	\$50,735.98	MW	\$55,735.98	\$57,268.72	\$58,843.61
Miller, Paul	\$78,680.31	Mechanic	\$80,844.02	\$83,067.23	\$85,351.58
O'Neill, James	\$98,184.32	Superintendent ¹	\$100,884.38	\$103,658.70	\$106,509.31

Name	Current Rate	Title	May 1, 2019	May 1, 2020	May 1, 2021	May 1, 2022
Biondo, Adam	\$74,681.98	Crew Leader	76,735.73	78,845.97	81,014.23	83,444.66
Cassata, Joe	\$66,816.56	MW II	68,654.02	70,542.00	72,481.91	74,656.37
Heber, Sean	\$59,692.70	Water Operator	61,334.25	63,020.94	64,754.02	66,696.64
Kron, Joe	\$58,843.61	MW	60,461.81	62,124.51	63,832.93	65,747.92
Opiela, Jason	\$42,364.00	MW	43,529.00	44,726.00	45,956.00	47,335.00



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: 10/3/2019
To: Joe Wade
Cc: Peter Falcone
From: Mark W. Roscoe, Director of Public Works
Subject: Declaration of Surplus Property- Vehicles 10/3/2019

Purpose-

This memo is to establish a surplus property ordinance which will identify equipment that has outlived its usefulness to the City.

This vehicle is the blue Ford Fusion that has been used by our City Social Workers- It is being declared surplus due to obsolescence, age, excessive mileage, and being beyond economical repair. Another vehicle is now being used for that department's needs.

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.

2006 FORD FUSION- Vin # 3FAFP07116R142537 - 158,075 miles

Thank you,
Mark Roscoe
Director of Public Works

ORDINANCE NO. O-19-30

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 necessary or useful to the City and is hereby declared surplus property:

2006 FORD FUSION- Vin # 3FAFP07116R142537 - 158,075 miles

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.

AYES:

NAYS:

ABSENT:

PASSED this ____ day of _____, 2019.

APPROVED this ____ day of _____, 2019.

Nicholas J. Helmer, Mayor

ATTEST:

Wendy Morgan- Adams, City Clerk

Published in pamphlet form _____, 2019.

Resolution No. R-19-43
A Resolution Approving contract with Canyon Contracting Inc. for drainage improvements
along 302-304 E. Circle Avenue, Prospect Heights

WHEREAS, the City of Prospect Heights is approving a contract for the services and material to install storm drainage on the parkway to remove standing water from the roadway; and

WHEREAS, the City Council of the City of Prospect Heights finds that the services with Canyon Contracting Inc. is a logical and sensible decision; and

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

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

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

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

PASSED AND APPROVED this 14th day of October, 2019.

 Nicholas J. Helmer, Mayor

ATTEST:

 City Clerk

AYES: _____

NAYES: _____

ABSENT: _____

Exhibit A
Contract with [Insert Bidder]

September 23, 2019

Mr. Joe Wade
City Administrator
City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, IL 60070

625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

Re: 302 E. Circle Avenue
Storm Sewer Improvement Project

Dear Mr. Wade:

During the winter of 2018, it came to our attention that water was ponding on the roadway at this location. The ponding water generally would take at least a few days to recede and salting efforts were required to minimize the amount of frozen water on the roadway surface. In addition, water would pond/freeze on the driveway apron of the residence located at 302 E. Circle Avenue (picture attached).

In 2019, GHA conducted a topographic survey of this area. The elevations concluded that the roadway cross slope had been installed in general conformance with specifications, but that longitudinal edge of roadway pavement slope on the west side of E. Circle was virtually flat for almost sixty feet. We don't have any topographic survey information prior to the 2018 resurfacing project, but we estimate that the elevations of this roadway edge were similar prior to the 2018 project.

A 2012 Google street view picture of this area shows signs of ponding water being an issue back then also. The roadway pavement in front of 304 E. Circle Avenue had a triangle patch, which would lead one to believe that work was done to lessen standing water on the pavement. Also, the driveway at 302 E. Circle shows signs of debris / standing water residual wear back in 2012.

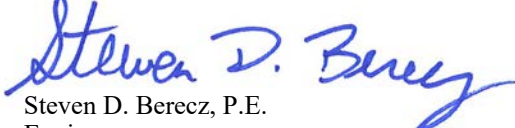
We feel that the main source of the ponding water in winter of 2018 was due to a preexisting condition and not caused by substandard work performed by Builders Paving during the 2018 resurfacing project. As such, we believe that any rehabilitation work should be paid for by the City and not charged to Builders. We feel that the installation of storm sewer and drainage structures is the best rehabilitation method for this problem. The attached sketch details this repair.

We requested quotes from Builders Paving and Canyon Contracting Inc. GHA has worked with Canyon on many projects. Their company is much smaller than Builders, thus we were not surprised that Canyon's price was more competitive than Builders. We feel that Canyon's price is fair and reasonable for this work scope and considering that this is a stand-alone project.

Builders Paving cost was \$17,498.88. Canyon Contracting Inc. lump sum cost is \$11,700.00.

Based on the above and attached information, we recommend that the City engage Canyon Contracting Inc. to perform this work at a lump sum cost of \$11,700.00

Sincerely,
Gewalt Hamilton Associates, Inc.



Steven D. Berez, P.E.
Engineer

Cc: Mark Roscoe, City of Prospect Heights
Patrick Glenn, GHA

Encl: Improvement Sketch
Canyon Contracting Quote
Builders Paving Quote
2012 Google Street View Picture
2018 Picture of Water Ponding



P.O. Box 268. Phone: (847) 477-2071
Spring Grove, IL 60081 joe@canyoncontractinginc.net

Tuesday, July 09, 2019

Gewalt Hamilton Engineers, Inc.
625 Forest Edge Dr.
Vernon Hills, IL 60061
Attn: Pat Glenn, P.E.

Re: Village of Prospect Heights- 302 East Circle Ave- Drainage Improvements- Proposal

Dear Mr. Glenn,

Our firm greatly appreciates the opportunity to submit the following proposal to provide contracting services for The Village of Prospect Heights (Owner) for the above mentioned project. Listed below are the items included and excluded from our scope of work;

Included:

- Remove Existing Brick Paver Driveway Apron to limits necessary;
- Excavate to and Expose the existing Inlet;
- Core Existing Inlet, Supply and Install Rubber Boot for Connection;
- Supply, bed and Install ~56' of 6" PVC SDR-26;
- Supply, bed and Install (2) 24" Inlets with a TY 8 grate adjusted to grade;
- Backfill Trenches with a compacted CA-6 aggregate;
- Haul all excess spoils to an approved off-site facility;
- Replace existing brick paver driveway apron with existing pavers;

Excluded:

- Locating of private utilities above and beyond the standard JULIE locate system;
- Plantings;
- **Bonds, permits, tap fees;**
- **Contaminated spoil removal;**

Our firm will complete the above described scope of work for the lump sum of;

Storm Sewer- \$8,950.00

R&R Brick Paver Driveway Apron- \$2,750.00

We greatly appreciate the opportunity to quote this project to you and your firm and we look forward to working together with you.

Thanks Again,

Joseph E. Day
President



Builders Paving, LLC
4413 Roosevelt Road
Suite 108
Hillside, IL 60162
(847) 419-9000
Fax (847) 419-9050

To:	City Of Prospect Heights	Contact:	
Address:	8 N. Elmhurst Road	Phone:	
	Prospect Heights, IL 60070	Fax:	
Project Name:	Prospect Heights 302 E. Circle Avenue Driveway	Bid Number:	8538
Project Location:	302 E. Circle Avenue, Prospect Heights, IL	Bid Date:	09/12/19

The following is a recap of our quantities and pricing for this project.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
01	INSTALL STORM SEWER AS PER PLAN	1.00	LS	\$10,031.27	\$10,031.27
02	BRICK PAVER REMOVE AND REINSTALL	235.00	SF	\$14.03	\$3,297.05
03	LANDSCAPE RESTORATION	28.00	SY	\$10.77	\$301.56
04	REMOVE AND REINSTALL MAILBOX	2.00	EACH	\$636.00	\$1,272.00
05	TCP & FINAL CLEANUP	1.00	LS	\$2,597.00	\$2,597.00

Total Bid Price: \$17,498.88

Notes:

- Our pricing is based upon completing all work in the 2019 construction season, unless otherwise noted, and is based upon material and cartage rates in effect at the time of this proposal.
- The following plans were used in the preparation of this proposal: SHEET 1 OF 1, DATED 07/25/19
- We have included (1) mobilization to complete our work.
- Exclsuions: Engineering and layout work to establish lines and grades, as-builts, tree protection, tree or root pruning, street patching, aggregate shoulder, permits, adjustments.
- The above items and our standard terms of payment and insurance coverages strictly define this proposal.
- NIC - Additional testing costs associated with Clean Construction and Demolition Debris (CCDD) Regulations, which require uncontaminated soil certification of construction spoils before they can be hauled to and accepted at a legal dump.
- All roadway and pavement construction to be installed per IDOT Standard Specifications for Road & Bridge Construction, latest edition.
- This proposal is valid for a period of thirty (30) days from the date of issue and may be revised or rescinded thereafter, at our discretion, without prejudice.

Payment Terms:

This is a unit price proposal, with the completed cost of each item based upon the unit prices and quantities as measured in the field.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Builders Paving, LLC Authorized Signature: _____ Estimator: Steven Salinas (847) 419-9000 ssalinas@builderspavingllc.com
---	---

X

DEMOLITION PLAN



COPYRIGHT NOTICE

This drawing is the property of Gewalt-Hamilton Assoc., Inc. and is not to be used for any purpose other than the specific project and site named herein, and cannot be reproduced in any manner without the express written permission from Gewalt-Hamilton Associates, Inc.

**302 EAST CIRCLE AVENUE DRIVEWAY
PROSPECT HEIGHTS, IL
CITY OF PROSPECT HEIGHTS**

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Image capture: Apr 2012 © 2019 Google



To: Mayor Helmer and Members of the City Council

From: Joe Wade, City Administrator

Subject: Civil Engineering Services Agreement Arlington Countryside Storm Sewer Design Services

Background:

The City recently undertook a conceptual engineering study to determine an improvement plan for addressing storm water management infrastructure needs in the Arlington Countryside neighborhood.

A recommended plan was identified and presented to Council, utilizing a 36' or 48' diameter storm sewer starting west of Rand Road with the downstream connection made to McDonald Creek, east of Schoenbeck Road. The approximate length of the main line storm sewer is 5,000 feet. The conceptual engineer's opinion of probable cost for this improvement is \$2.5-3 Million.

The City has also received State of Illinois grant funding of \$260,000, through the sponsorship of Representative Walker and senator Gillespie, to assist this project.

Analysis:

Gewalt Hamilton completed the conceptual study of this public improvement. The attached proposal is for design engineering services. The company has identified the scope of work, permitting requirements, and development of bid documents to turn this into a construction-ready project.

This public improvement has been identified and is budgeted within the City's capital improvement plan budget.

Recommendation:

The proposal of Gewalt Hamilton for engineering design services for this project is recommended at a cost not to exceed \$136,300.

Resolution No. R-19-44
Resolution Authorizing a Civil Engineering Services Agreement for Arlington Countryside
Storm Sewer Design Services with Gewalt Hamilton Associates, Incorporated

Whereas, the City of Prospect Heights has identified the Arlington Countryside neighborhood to be in need of storm water management improvements; and,

Whereas, in 2019, the City undertook a conceptual engineering study, conducted by Gewalt Hamilton, to evaluate conditions and identify area storm water management improvements; and,

Whereas, upon completion of the conceptual engineering study, an action plan of storm water management improvements were identified; and,

Whereas, following the completion of the conceptual engineering study, the project requires engineering design work to move forward with either a 36' or 48" diameter storm sewer starting west of Rand Road with the downstream connection made to McDonald Creek, east of Schoenbeck Road; and,

Whereas, this design engineering work is identified and funded in the City's capital improvement plan budget; and,

Whereas, Gewalt Hamilton Associates has submitted a scope of services to the City for continued necessary engineering work to move this project forward at a lump sum fee not to exceed \$136,300.

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

Section One: That the Contract (attached hereto with Gewalt Hamilton and Associates is approved and accepted.

Section Two: The City Administrator is authorized to take all necessary steps to implement this resolution.

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

Passed and approved this 14th day of October, 2019

Nicholas J. Helmer, Mayor

Attest

City Clerk

Ayes:

Nays:

Absent:

July 17, 2019

Mr. Joe Wade
City Administrator
City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, IL

625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

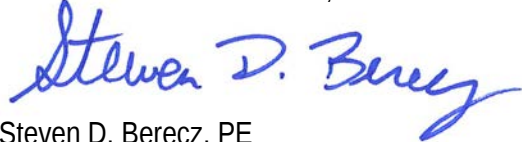
Re: Civil Engineering Services Agreement
Arlington Countryside Storm Sewer Design Services
GHA Proposal No. 2019.M062

Dear Mr. Wade:

On behalf of Gewalt Hamilton Associates, Inc. (GHA), we thank you for the opportunity to submit this proposal to assist the City with preparation of design plans and bid documents for a storm sewer improvement for the Arlington Countryside area. This design will utilize the recommendations presented during the Arlington Countryside storm water study project.

We trust that our proposal will meet with your favorable review. We look forward to further discussing your project and ideas for implementation with you and your staff in greater detail.

Sincerely,
Gewalt Hamilton Associates, Inc.



Steven D. Berecz, PE
Senior Engineer
sberecz@gha-engineers.com

Encl.: GHA Proposal No. 2019.M062

Civil Engineering Services Agreement
Arlington Countryside Area
Storm Sewer Design and Bid Document Services
Prospect Heights, Illinois
GHA Proposal No. 2019.M062

625 Forest Edge Drive, Vernon Hills, IL 60061

TEL 847.478.9700 ■ FAX 847.478.9701

www.gha-engineers.com

City of Prospect Heights (Client), 8 N. Elmhurst Road, Prospect Heights, IL 60070, and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

I. Project Understanding

The Arlington Countryside area is generally bounded by Rand Road to the east, Olive Street to the North, Windsor Drive to the West and Oakton Street to the South. GHA recently completed a storm water study of this area. The recommendation from such study that the City decided to move forward with was either a 36" or 48" diameter storm sewer starting West of Rand Road with the downstream connection made to the McDonald Creek east of Schoenbeck Road. The approximate length of main line storm sewer is 5,000 feet. The conceptual engineer's opinion of probable cost for this improvement is \$2.5 to \$3 million.

II. Scope of Services

A. Topographic Survey and Boundary Survey

The survey will meet or exceed the Minimum Standards of Practice as set forth by Illinois Administrative Code for a Topographic Survey. Accordingly, we will provide the following services:

1. Obtain benchmark information (NAVD88) from USGS, the County or Trimble VRS Now Network.
 2. Horizontal coordinates shall be referenced to the State Plane Coordinate System, Illinois East Zone, NAD83 adjustment. Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88). All units shall be U.S. Survey feet and decimal parts thereof.
 3. Establish permanent site benchmark(s) (i.e. crosses or boxes cut on concrete, flange bolts on fire hydrants, etc.) on site.
 4. Contours will be provided at 1'-0" intervals, with an error not to exceed one-half the contour interval.
 5. Elevations will be taken at 50-foot cross sections across the right-of-way width along the limits of survey, including spot grades at high points, low points, and grade changes. Points required are located at the right-of-way line, sidewalk, driveways and aprons, back of curb, flow line, centerline/concrete median, etc. The topography will extend approximately 15 feet beyond the existing ROW. The survey limits will also extend 50 feet into the intersecting public side streets along the project limits.
 6. The survey will show the location of the visible ground features, physical improvements with the project limits including location and elevation of light poles, utility poles, traffic lights, sidewalks, driveways, fences, guard rails, signage, striping, overhead wires, etc.
-

7. The location of underground utilities, both observed and from record information such as City utility atlases, will be provided and will including location and size of water mains, fire hydrants and valves. The survey will show depth, size, and direction of flow for all sanitary, storm drains, and culverts serving the property. The location of all manholes, catch basins and all pipe inverts that are accessible from will be depicted.
8. Location of "dry" utilities such as telephone, electric, gas and cable T.V. lines, etc. will be depicted based on visual surface evidence and available utility atlas information from the respective utility companies. The cost for marking of private utilities is not included in this proposal (nor do we think it is necessary at this time).
9. Locate existing tree and brush lines in the right-of-way (ROW). Individual free-standing trees of 6" caliper or greater at breast height (DBH) will be individually located (tagging and identification are not included); and will be shown as deciduous or coniferous. Groupings of trees or landscaped areas will be shown in mass.
10. Locate right-of-way (ROW) monumentation, obtain available subdivision and dedication records to establish ROW within project limits. Show ROW on plan including adjacent parcel division lines, dimensions of parcel frontage, bearings of centerline and ROW, etc. Plats of easements and/or dedication can be created from this work.
11. Survey and establish the roadway centerlines based on recovered monumentation and research of available plats and property records.
12. Locate and survey the existing property monumentation in the project area and confirm the position of the property lines within the project limits.
13. Right-of-way shall be based on field located property corners and other survey markers, etc., as well as recorded subdivision plats, recorded dedication plats, recorded easement documents, recorded survey plats and other information available through the County Recorder's website.
14. Note: If additional information is required, GHA will provide the Client with a cost estimate for obtaining the title commitments for the parcels. Title commitments will not be obtained without the written authorization of the Client. The fee for the title commitments will be billed to the Client without markup.

B. Wetland Delineation

GHA will delineate the Ordinary High Water Mark (OHWM) of all Waters of the U.S. (WOUS) and boundaries of all wetlands, in conformance with Local and County ordinances and U.S. Army Corps of Engineers (USACE). This task will include:

1. Review of aerial photos of site, both current and historic; review of USGS topographic map; review of Cook County wetland maps; review of Soil Survey map; review of FEMA map;
2. On-site investigation; analysis and documentation of the existing vegetation, hydrology, and soil; flagging of WOUS and/or wetland boundaries at approximately 15-foot intervals (and location via handheld GPS unit);
3. Preparation of Wetland Delineation Report summarizing the findings. GHA will submit a hard copy and an electronic copy of the report to the Client and advise Client of future permits that may be needed for development of the property.

4. GHA will submit all necessary permits to the relevant permitting agencies. The required data and project information will be compiled and assembled into a permit application submittal package and submitted to MWRD or the USACE (or both) for review. This task will include coordination with, at a minimum, the City, North Cook County Soil & Water Conservation District, U.S. Army Corps of Engineers, U.S. Fish & Wildlife Service and Illinois Department of Natural Resources.

C. Base Plan Preparation

1. Following our data review and repair assessments, GHA will begin the development of the preliminary contract documents and project specifications. Plan view design documents will be prepared for the anticipated storm sewer and associated improvements. We anticipate analyzing an option of two for routing and for size of storm sewer.
2. GHA will meet with applicable permitting agencies to discuss preliminary routing of storm sewer truck line and to ascertain any future improvements that such permitting agencies might have.
3. GHA will prepare preliminary engineering documents that will be submitted to the City for review and comment. The drawings shall be full size (24" x 36" or 22" x 34"), fully legible when reduced to ¼ size, and will generally contain the following information:
 - a. Existing conditions;
 - b. Geometrics of storm sewer routing
 - c. Existing right-of-way;
 - d. Approximate location of existing and proposed utilities – plan and profile views;
 - e. Proposed plan view for road improvements;
 - f. Existing sidewalks and proposed improvements;
4. As part of this work, preliminary engineer's opinion of probable costs will be prepared to assist in the final design decisions.

D. Bid Documents and Opinion of Probable Cost

1. Following our review and repair assessments, GHA will begin the development of the contract documents and project specifications. Typical cross sections, plan and profile, base sheets, details, and summary repair tables will be created as needed to provide the contractor with sufficient information for bidding. We will prepare the necessary documents utilizing standard IDOT Motor Fuel Tax (MFT) format and submit to the City for review. We will also submit the information to IDOT and CCDOTH for review/approval, as Rand Road and Camp McDonald Road or under their jurisdictions.
2. Utility coordination during design phase to ascertain possible conflicts with existing utilities is anticipated to involve multiple locations / crossings. With the size of storm sewer contemplated, we anticipate some existing utilities will need to be relocated/lowered. Our work does not include potholing of existing utilities, but if the City and/or other contractors expose noted critical locations we will document the sizes and locations of such utilities. We will also coordinate closely with all entities owning utilities to work out conflicts as much as practical during design phase.

3. As part of this work, a preliminary Engineer's Opinion of Probable Cost will be prepared to assist in the final design decisions.
4. Upon receipt of City, IDOT, CCDOTH and other permitting agencies review comments, the final contract specifications will be prepared for all work items in accordance with IDOT Standard Specifications for Road and Bridge Construction, as well as the City's requirements.
5. Based on the final contract documents and project specifications, GHA will develop a final Engineer's Opinion of Probable Cost utilizing the estimated quantities, our internal database of unit rates from similar projects, market conditions, and other factors. This will be submitted to the City for review.

E. Design Meetings and Bid Assistance

1. Representatives from GHA will attend progress meetings with City staff at the 50%, 80% and the 100% completion submittals.
2. Representatives from GHA will attend meetings with IDOT and CCDOTH as necessary throughout the design phase. We anticipate up to three meetings with each agency.
3. When the project has been approved by the City, it will be advertised. GHA will prepare and distribute contract documents from our office and will manage and respond to all technical inquiries regarding the project. A GHA representative will attend the public bid opening and will provide assistance to the City.
4. GHA will tabulate the bids and summarize the information for a preliminary verbal response within 24 hours, notifying the City of the lowest responsible bidder.
5. We anticipated that the project will likely be bid with an alternate for either a 36" or 48" maximum sized storm sewer trunk line. GHA will run a cost benefit analysis of each alternate bid after bids are received. We will summarize our finds and prepare a final recommendation of project selection and contractor selection to the City.
6. As necessary, we will confirm contractor references and evaluate any bidding discrepancies. A written recommendation will then be prepared and submitted for approval by the City Council.

F. Permit Coordination

1. Upon completion of the final engineering plans, GHA will submit plans and permit applications to the following regulatory agencies:
 - a. Engineering approval through the City of Prospect Heights;
 - b. Illinois Department of Transportation (IDOT)
 - c. Cook County Department of Transportation and Highways (CCDOTH)
 - d. Metropolitan Water Reclamation District of Chicago (MWRD) – Submit letter of determination and we anticipate that MWRD will not require a full permit for this project.
 - e. Illinois Department of Natural Resources (IDNR). We anticipate that the project will comply with the IDNR-OWR Regional Permit 3; and
 - f. United States Army Corp of Engineers (USACE).

III. Project Schedule

Project Start – August 1, 2019
50% Meeting at City – December 1, 2019
80% Meeting at City – January 15, 2020
Issue Plans to Permitting Agencies – February 2020
Release Project for Bids – March 2020
Council Consideration for Award – April 2020
Construction Start – May / June of 2020
Construction Finish – October / November 2020

IV. Compensation for Services

For the services noted above, GHA proposes billing a lump sum professional fee in accordance with the following:

Service	Cost
Topographic and Boundary Survey	\$39,600
Wetland Delineation	\$4,100
Base Plan Preparation	\$30,200
Bid Documents and Opinion of Probable Cost	\$44,500
Design Meetings and Bid Assistance	\$6,500
Permit Coordination	\$10,200
Lump Sum Fee	\$135,100
Estimated Reimbursable Expenses	\$1,200
Lump Sum Fee + Reimbursables	\$136,300

Reimbursable expenses, including items such as printing, messenger service, mileage, etc., are not included in this fee and will be billed to the Client without markup. All services, including any additional services requested and authorized by the City, will be billed in accordance with the hourly rates currently on file with the City.

Invoices will be submitted on a monthly basis and will detail charges made against the project and services performed. This allows the Client to review the status of the work in progress and the charges made. Please see *Attachment A*, which is attached hereto and is incorporated herein, for the General Provision of this Agreement.

V. Key Personnel

Mr. Patrick Glenn, PE will oversee the project and will attend meetings. Mr. Steven Berecz and Mr. Brian Wesolowski will be the lead designers for the project. They will be assisted by other professional staff as necessary.

VI. Notes, Clarifications and Assumptions

1. Environmental assessments or permitting are not included.

2. Construction specifications will reference the "Standard Specifications for Road and Bridge Construction", latest edition, adopted by the Illinois Department of Transportation.
3. No Clean Construction and Demolition Debris (CCDD) investigations, soil borings and pavement cores will be conducted. This work will be provided by others with a separate contract with City after the preliminary routing and general depth of storm sewer has been designed.

VII. General Conditions of this Agreement

The delineated services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the contract for this project at the time when and the place where the services are performed.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

GHA, Inc. shall not have control of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for job site safety measures. Such control is the sole responsibility of the Client's contractor.

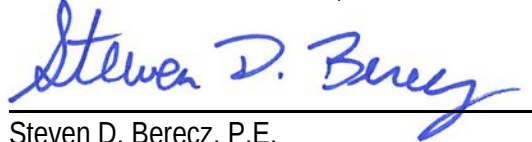
The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Professional Services Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

By signing below you indicate your acceptance of this Agreement in its entirety.

Gewalt Hamilton Associates, Inc.

City of Prospect Heights



Steven D. Berecz, P.E.
Senior Engineer

Name: _____

Title: _____

Date: _____

Encl.: Attachment A

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.
PROFESSIONAL SERVICES AGREEMENT**

1. Standard of Care. The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonably performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time when and the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time its services are provided.

2. Duration of Proposal. The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

3. Client Information. Client shall provide GHA with all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultants, contractors and subcontractors, without independently verifying that information.

4. Payment. Payments are due within 30 calendar days after a statement is rendered. Statements not paid within 60 calendar days of the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. The provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification by GHA of suspension of services, Client shall pay in full all outstanding invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitations, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of this Agreement due to Client's breach. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

5. Instruments of Service. The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and all documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made, any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from those reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with of the services of Client's other design professionals.

6. Electronic Files. The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

7. Applicable Codes. The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretations of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completes its instruments of service.

8. Utilities and Soils. When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locates, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

9. Opinion of Probable Construction Costs. GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs,

10. Contractor's Work. Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's or subcontractors' negligence, errors or omissions in the performance of their work.

11. Contractor Submittals. Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

12. Hazardous Materials. Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants.

13. Record Drawings. If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

14. Disputes. Client agrees to limit GHA's total aggregate liability to the Client for GHA's alleged acts, errors or omissions to \$50,000 or the amount of GHA's paid fees for its services on the project, whichever is greater. GHA's liability to Client shall be limited to twelve months from the last invoice submitted to Client by GHA, regardless of payment by Client. GHA makes no guarantees or warranties, either expressed or implied, including any warranty of habitability or fitness for a particular purpose. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees. The parties agree to waive against each other all rights and claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights regardless of whether the claims arise during or post-construction and regardless of final payment to GHA.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

15. Miscellaneous. Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.

10/14/2019

Checks

General Fund	\$	243,651.99
Motor Fuel Tax Fund		-
Palatine/Milwaukee Tax Increment Financing District		2,025.00
Tourism District		1,369.69
Development Fund		-
Drug Enforcement Agency Fund		1,481.80
Solid Waste Fund		-
Special Service Area #1		-
Special Service Area #2		-
Special Service Area #3		-
Special Service Area #4		-
Special Service Area #5		376.78
Special Service Area #8 - Levee Wall #37		-
Special Service Area-Constr#6(Water Main)		-
Special Service Area-Debt#6		-
Capital Improvements		7,131.85
Palatine Road Tax Increment Financing		-
Road Construction		-
Road Construction Debt		-
Water Fund		8,061.09
Parking Fund		430.87
Sanitary Sewer Fund		4,724.47
Road/Building Bond Escrow		2,400.00
TOTAL	\$	271,653.54

Wire Payments

9/27/19 PAYROLL POSTING	159,660.26
10/11/19 PAYROLL POSTING	158,743.01
SEPT ILLINOIS MUNICIPAL RETIREMENT FUND	17,679.32
	\$ 607,736.13

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
AFLAC	736763	AFLAC WITHHOLDING	10/01/2019	01-000-2031	430.94	.00	
Total AFLAC:					430.94	.00	
AKERMAN LLP	9496138	local 150negotiations Aug 2019	09/20/2019	01-324-5123	5,892.00	.00	
AKERMAN LLP	9496139	MAP contract issues Aug 2019	09/20/2019	01-324-5123	560.00	.00	
Total AKERMAN LLP:					6,452.00	.00	
AKT-1 INDUSTRIES INC	18625	shop floor cleaner	08/30/2019	01-350-5020	240.00	.00	
Total AKT-1 INDUSTRIES INC:					240.00	.00	
ARLINGTON HEIGHTS FORD IN	876935	wheel hub Adam #101	09/18/2019	01-350-5020	208.36	.00	
Total ARLINGTON HEIGHTS FORD INC.:					208.36	.00	
AT&T LONG DISTANCE	09/04/19	LONG DISTANCE Aug 2019	09/04/2019	01-320-5410	96.70	.00	
Total AT&T LONG DISTANCE:					96.70	.00	
AZAVAR AUDIT SOLUTIONS	148342	elec audit Oct 2019	10/01/2019	01-105-3010	90.54	.00	
Total AZAVAR AUDIT SOLUTIONS:					90.54	.00	
BP CAR WASH	2405	Aug-Sep car wash	10/01/2019	01-360-5321	63.00	.00	
Total BP CAR WASH:					63.00	.00	
CANON FINANCIAL SERVICES	20599227	building copier Oct 2019	10/03/2019	01-340-7020	206.09	.00	
Total CANON FINANCIAL SERVICES:					206.09	.00	
CARDMEMBER SERVICE	09/2019	pd parking	09/19/2019	01-360-5321	49.00	.00	
CARDMEMBER SERVICE	09/2019	K9 FOOD	09/19/2019	01-360-5141	141.30	.00	
CARDMEMBER SERVICE	09/2019	GLOCK TRAINING COURSE	09/19/2019	01-360-5330	250.00	.00	
CARDMEMBER SERVICE	09/2019	IACP REGISTRATION	09/19/2019	16-300-5310	1,025.00	.00	
CARDMEMBER SERVICE	09/2019	OFFICE SUPPLIES	09/19/2019	01-360-5710	19.49	.00	
CARDMEMBER SERVICE	09/2019	OFFICE SUPPLIES	09/19/2019	01-360-5710	67.46	.00	
CARDMEMBER SERVICE	09/2019	COPIES & FLYERS	09/19/2019	01-360-7022	234.40	.00	
CARDMEMBER SERVICE	09/2019	NERF RIVAL	09/19/2019	01-360-7022	29.33	.00	
CARDMEMBER SERVICE	09/2019	COFFEE SUPPLIES	09/19/2019	01-320-5700	155.36	.00	
CARDMEMBER SERVICE	09/2019	CITY HALL	09/19/2019	01-340-5700	413.70	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 14 E CAMP MCDONA	09/19/2019	01-320-5410	283.07	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 401 PIPER LN AUG 2	09/19/2019	01-350-5410	241.85	.00	
CARDMEMBER SERVICE	09/2019	CARD AND CAKE FOR MAYOR	09/19/2019	01-310-5300	76.91	.00	
CARDMEMBER SERVICE	09/2019	METRA CMAP MEETING	09/19/2019	01-320-5751	12.50	.00	
CARDMEMBER SERVICE	09/2019	IL MUNICIPAL LEAGUE BOOKS	09/19/2019	01-310-5300	165.00	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 101 N WOLF RD AUG	09/19/2019	01-320-5410	151.85	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 401 PIPER LN AUG 2	09/19/2019	01-350-5410	8.13	.00	
CARDMEMBER SERVICE	09/2019	FRAMES FOR PHOTOS FOR VE	09/19/2019	01-310-5300	13.98	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 8 N ELMHURST RD S	09/19/2019	01-320-5410	256.85	.00	
CARDMEMBER SERVICE	09/2019	COMCAST 801 E CAMP MCDON	09/19/2019	51-300-5410	157.90	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
CARDMEMBER SERVICE	09/2019	TRAINING OPIELA	09/19/2019	01-350-5330	40.00	.00	
CARDMEMBER SERVICE	09/2019	UWEX REGISTRATION	09/19/2019	01-350-5330	150.00	.00	
CARDMEMBER SERVICE	09/2019	AV SUPPLIES	09/19/2019	01-310-7020	81.73	.00	
CARDMEMBER SERVICE	09/2019	IPASS REPLENISH	09/19/2019	01-350-5020	30.00	.00	
CARDMEMBER SERVICE	09/2019	REPLACEMENT WINDOW BLIN	09/19/2019	01-350-5710	20.91	.00	
CARDMEMBER SERVICE	09/2019	AUTO PARTS NISSAN	09/19/2019	01-350-5020	80.00	.00	
CARDMEMBER SERVICE	09/2019	SHOP SUPPLY	09/19/2019	01-350-5020	10.99	.00	
CARDMEMBER SERVICE	09/2019	AUTO PARTS NISSAN	09/19/2019	01-350-5020	155.06	.00	
Total CARDMEMBER SERVICE:					4,321.77	.00	
CONSERV FS INC.	102013615	DIESEL FUEL	09/13/2019	01-350-5751	1,410.14	.00	
CONSERV FS INC.	102013616	GASOLINE	09/13/2019	01-350-5751	2,157.13	.00	
CONSERV FS INC.	102013774	GASOLINE	09/27/2019	01-350-5751	2,433.10	.00	
Total CONSERV FS INC.:					6,000.37	.00	
CONSTELLATION NEWENERGY	15634151901	8285853	09/28/2019	01-350-5411	472.66	.00	
CONSTELLATION NEWENERGY	15634151901	8285855	09/28/2019	52-300-5410	121.42	.00	
CONSTELLATION NEWENERGY	15634151901	8285845	09/28/2019	51-300-5410	381.44	.00	
CONSTELLATION NEWENERGY	15634151901	8285854	09/28/2019	01-350-5411	158.24	.00	
CONSTELLATION NEWENERGY	15634151901	8285852	09/28/2019	25-300-5050	34.67	.00	
CONSTELLATION NEWENERGY	15634151901	8285846	09/28/2019	52-300-5410	106.95	.00	
CONSTELLATION NEWENERGY	15634151901	8285851	09/28/2019	01-350-5411	250.68	.00	
CONSTELLATION NEWENERGY	15634151901	8285847	09/28/2019	25-300-5050	223.95	.00	
CONSTELLATION NEWENERGY	15634151901	8285848	09/28/2019	52-300-5410	167.04	.00	
CONSTELLATION NEWENERGY	15634151901	8285849	09/28/2019	25-300-5050	118.16	.00	
CONSTELLATION NEWENERGY	15634151901	8285850	09/28/2019	01-350-5411	43.02	.00	
Total CONSTELLATION NEWENERGY INC.:					2,078.23	.00	
CYNTHIA LA MANTIA	09/27/19	COURT REPORTING SERVICES	09/27/2019	01-324-5122	885.50	.00	
Total CYNTHIA LA MANTIA:					885.50	.00	
DAILY HERALD	28019	PUBLIC NOTICE 9/16 & 9/19	09/21/2019	01-320-5222	687.96	.00	
Total DAILY HERALD:					687.96	.00	
DE LAGE LANDEN FINANCIAL S	65093943	Oct 2019 CH copier	09/17/2019	01-320-5220	986.70	.00	
DE LAGE LANDEN FINANCIAL S	65097446	Nov 2019 PD copier	09/17/2019	01-360-5220	1,242.60	.00	
Total DE LAGE LANDEN FINANCIAL SERVICES INC:					2,229.30	.00	
DEKIND COMPUTER CONSULT	26957	Nov 2019 computer consultant	10/01/2019	01-320-5130	3,510.00	.00	
DEKIND COMPUTER CONSULT	26990	Sep 2019 trip charges	10/01/2019	01-320-5130	120.00	.00	
Total DEKIND COMPUTER CONSULTANTS:					3,630.00	.00	
DELTA DENTAL OF ILLINOIS	1279268	Oct 2019 health insurance	10/02/2019	01-360-4100	15.50	.00	
DELTA DENTAL OF ILLINOIS	1279269	Oct 2019 retiree health insurance	10/02/2019	01-370-4101	28.67	.00	
Total DELTA DENTAL OF ILLINOIS:					44.17	.00	
DES PLAINES MATERIAL & SUP	339344	Wildwood & Glenbrook storn sew	09/25/2019	01-350-5635	97.50	.00	
Total DES PLAINES MATERIAL & SUPPLY:					97.50	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
FEDEX	6-748-73957	ADMIN SHIPPING	09/25/2019	01-320-5200	81.46	.00	
Total FEDEX:					81.46	.00	
FLEXSOURCE, LLC	19858	Sept 2019 FSA & HRA admin fees	09/25/2019	01-320-5100	135.00	.00	
Total FLEXSOURCE, LLC:					135.00	.00	
FOOD & ALCOHOL SERVICE TR	2019-12	Sep 2019 health inspection	10/08/2019	01-340-5100	780.00	.00	
Total FOOD & ALCOHOL SERVICE TRAINING INC:					780.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	general engineering	09/25/2019	01-320-5105	4,368.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	lot grading reviews & visits	09/25/2019	01-320-5107	312.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	roads-general projects	09/25/2019	01-320-5105	624.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	drainage improvements FY 2014-	09/25/2019	01-320-5105	156.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	2014 GIS updates	09/25/2019	01-320-5106	2,580.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	2018 road program const	09/25/2019	30-550-7051	711.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Plaza Drive plat of dedication	09/25/2019	01-320-5105	263.60	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Piper Ln 10 acre development	09/25/2019	01-320-5105	156.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Plaza Drive Design -TIF	09/25/2019	12-500-7050	2,025.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Thorton's construction	09/25/2019	01-320-5105	78.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Wolf Rd SW Ph1	09/25/2019	30-550-7060	1,000.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Wolf Rd South sidewalk Ph1	09/25/2019	30-550-7060	3,000.00	.00	
GEWALT HAMILTON ASSOCIAT	08/31/19	Old Willow Rd Seminole Ln Ph1	09/25/2019	30-550-7050	2,420.85	.00	
Total GEWALT HAMILTON ASSOCIATES INC.:					17,694.45	.00	
GUY M KARM	09/17/19	City Prosecutor July/Aug	09/17/2019	01-324-5122	6,375.00	.00	
Total GUY M KARM:					6,375.00	.00	
HALO BRANDED SOLUTIONS IN	4130495	material for Rail Safety Week	09/23/2019	16-300-5710	456.80	.00	
Total HALO BRANDED SOLUTIONS INC:					456.80	.00	
HMO ILLINOIS	09/16/19	Oct 2019 Healt Insurance	09/16/2019	01-360-4100	13,252.00	.00	
Total HMO ILLINOIS:					13,252.00	.00	
HOME DEPOT CREDIT SERVIC	09/27/19	police ceiling tiles	09/27/2019	01-350-5710	65.04	.00	
Total HOME DEPOT CREDIT SERVICES:					65.04	.00	
ILLINOIS SECRETARY OF STAT	09/24/19	police confidential plate title & lice	09/24/2019	01-360-5321	251.00	251.00	09/24/2019
ILLINOIS SECRETARY OF STAT	10/10/19	TITLE FOR POLICE VEHICLE	10/10/2019	01-360-5321	150.00	.00	
Total ILLINOIS SECRETARY OF STATE:					401.00	251.00	
ILLINOIS SECTION AWWA	200043444	WATER TRAINING - Opiela	04/22/2019	51-300-5330	55.00	.00	
Total ILLINOIS SECTION AWWA:					55.00	.00	
ILLINOIS-AMERICAN WATER C	09/16/19-5309	700 N Milwaukee 08/01/19-08/30/	09/16/2019	13-300-5108	480.78	.00	
ILLINOIS-AMERICAN WATER C	10/01/19-5316	1250 S River Rd 8/31/19-9/30/19	10/01/2019	13-300-5108	468.98	.00	
ILLINOIS-AMERICAN WATER C	10/01/19-5629	401 Piper Ln 8/31/19-9/30/19	10/01/2019	01-320-5410	234.80	.00	
ILLINOIS-AMERICAN WATER C	10/01/19-5667	401 Piper Ln 10/01/19-10/31/19	10/01/2019	01-320-5410	43.04	.00	
ILLINOIS-AMERICAN WATER C	10/02/19-5309	700 N Milwaukee 08/31/19-09/30/	10/02/2019	13-300-5108	419.93	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total ILLINOIS-AMERICAN WATER CO.:					1,647.53	.00	
IMPACT NETWORKING LLC	1572363	CH/PD copiers 7/19-9/19	10/02/2019	01-320-5700	201.73	.00	
Total IMPACT NETWORKING LLC:					201.73	.00	
IUOE LOCAL 150 ADMIN	#150 A 09/27/1	LOCAL 150 ADMIN DUES 09/27/	09/27/2019	01-000-2050	277.43	.00	
Total IUOE LOCAL 150 ADMIN:					277.43	.00	
IUOE LOCAL 150 MEMBERSHIP	#150 M 09/27/1	LOCAL 150 MEMBERSHIP DUES	09/27/2019	01-000-2050	58.85	.00	
Total IUOE LOCAL 150 MEMBERSHIP:					58.85	.00	
JEFFREY L BAUREIS	46	ELECTRICAL INSP	09/25/2019	01-340-5100	1,849.00	.00	
Total JEFFREY L BAUREIS:					1,849.00	.00	
JG UNIFORMS INC	61003	ARMOR	09/16/2019	01-360-7022	805.00	.00	
JG UNIFORMS INC	61005	PD armor	09/16/2019	01-360-7022	805.00	.00	
JG UNIFORMS INC	61022	PD CLOTHING	09/17/2019	01-360-5741	330.90	.00	
JG UNIFORMS INC	61104	patches and gloves	09/17/2019	01-360-5741	46.00	.00	
JG UNIFORMS INC	61105	PD CLOTHING and alternations	09/17/2019	01-360-5741	60.05	.00	
JG UNIFORMS INC	61247	PD CLOTHING and alternations	09/21/2019	01-360-5741	465.95	.00	
JG UNIFORMS INC	61260	PD CLOTHING	09/21/2019	01-360-5741	97.50	.00	
Total JG UNIFORMS INC:					2,610.40	.00	
LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	01-322-5102	16,189.06	.00	
LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	51-300-5101	2,903.47	.00	
LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	53-300-5101	2,903.47	.00	
Total LAUTERBACH & AMEN LLP:					21,996.00	.00	
LOGSDON OFFICE SUPPLY	1067194-001	copy paper	09/27/2019	01-320-5700	69.90	.00	
Total LOGSDON OFFICE SUPPLY:					69.90	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	01-320-4110	22.69	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	01-340-4110	32.85	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	01-350-4110	41.25	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	01-360-4110	221.08	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	51-300-4110	10.31	.00	
MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	01-000-2030	157.07	.00	
Total MADISON NATIONAL LIFE:					485.25	.00	
METROPOLITAN INDUSTRIES I	INV009526	WATER SYSTEM DATA SERVIC	09/15/2019	51-300-5100	313.00	.00	
Total METROPOLITAN INDUSTRIES INC:					313.00	.00	
MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	01-350-4100	7,283.00	7,283.00	09/20/2019
MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	51-300-4100	1,821.00	1,821.00	09/20/2019
MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	53-300-4100	1,821.00	1,821.00	09/20/2019
MOE FUNDS	11/2019	NOVEMBER PREMIUMS	10/03/2019	01-350-4100	6,045.00	.00	
MOE FUNDS	11/2019	NOVEMBER PREMIUMS	10/03/2019	51-300-4100	2,015.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total MOE FUNDS:					18,985.00	10,925.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-227824	Police Social Workers #693	09/16/2019	01-350-5020	130.32	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-227827	Police Social Works #693	09/16/2019	01-350-5020	141.10	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-228022	Police Social Works #693	09/17/2019	01-350-5020	14.59	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-228042	Police Social Workers #693	09/17/2019	01-350-5020	11.46	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-228207	Police Social Workers #693	09/17/2019	01-350-5020	6.30	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-228211	Police Social Workers #693	09/17/2019	01-350-5020	3.26	.00	
NAPA-HEIGHTS AUTOMOTIVE	3563-229677	Police Social Works #693	09/23/2019	01-350-5020	62.99	.00	
Total NAPA-HEIGHTS AUTOMOTIVE:					357.42	.00	
NICHOLAS J. HELMER	19-SEP	Sep 2019 mayor cell	10/08/2019	01-310-5300	62.50	.00	
Total NICHOLAS J. HELMER:					62.50	.00	
NICOR GAS	09/20/19-2787	CH 08/23/19-09/20/19	09/20/2019	01-320-5410	120.40	.00	
NICOR GAS	09/23/19-0000	PW 08/24/19-09/23/19	09/23/2019	01-320-5410	128.59	.00	
NICOR GAS	09/23/19-0000	METRA 08/24/19-09/23/19	09/23/2019	52-300-5410	35.46	.00	
NICOR GAS	09/23/19-0000	PD Service 08/24/19-09/23/19	09/23/2019	01-320-5410	149.23	.00	
NICOR GAS	09/23/19-0000	water pumo building 08/24/19-09/	09/23/2019	51-300-5410	35.46	.00	
Total NICOR GAS:					469.14	.00	
NORTH EAST MULTI-REGIONAL	261250	Staff & Commad School Todd Goa	09/16/2019	01-360-5330	3,800.00	.00	
NORTH EAST MULTI-REGIONAL	261679	Tactical Shootng Skills Jocelyn Ga	09/24/2019	01-360-5330	300.00	.00	
NORTH EAST MULTI-REGIONAL	262195	Emergency Vehecle Operator Cou	10/01/2019	01-360-5330	350.00	.00	
Total NORTH EAST MULTI-REGIONAL TRAINING INC.:					4,450.00	.00	
NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	01-320-4100	1,498.00	.00	
NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	01-340-4100	4,370.00	.00	
NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	01-350-4100	2,240.00	.00	
NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	01-360-4100	12,510.00	.00	
NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	01-370-4101	3,860.00	.00	
NORTH SUBURBAN EMPLOYEE	1019V	Oct 2019 Vision	10/08/2019	01-360-4100	28.00	.00	
Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT:					24,506.00	.00	
NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	01-320-5500	186.00	.00	
NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	01-320-5500	141.00	.00	
NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	01-320-5500	141.00	.00	
NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	01-320-5500	141.00	.00	
Total NORTHSHORE OMEGA:					609.00	.00	
NW CENTRAL 9-1-1 SYSTEM	8809	Oct 2019 membe rassessment	09/01/2019	01-360-5240	21,593.31	.00	
NW CENTRAL 9-1-1 SYSTEM	8821	Nov 2019 member assessment	10/01/2019	01-360-5240	21,593.31	.00	
Total NW CENTRAL 9-1-1 SYSTEM:					43,186.62	.00	
OMNI YOUTH SERVICES INC.	05COPH20	VOCA GRANT EXPENSE - OCT	10/01/2019	01-360-5101	6,673.67	.00	
Total OMNI YOUTH SERVICES INC.:					6,673.67	.00	
OPP FRANCHISING INC. DBA JA	CHC10191293	Oct 2019 Cleaning	10/01/2019	01-350-5104	1,183.47	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total OPP FRANCHISING INC. DBA JANI-KING IL:					1,183.47	.00	
PALWAUKEE HOSPITALITY	04/25/19	bond	04/25/2019	72-000-2310	1,310.00	.00	
Total PALWAUKEE HOSPITALITY:					1,310.00	.00	
PDC LABORATORIES INC	I9387984	Aug/Sep 2019 water testing	09/30/2019	51-300-5100	328.50	.00	
Total PDC LABORATORIES INC:					328.50	.00	
PNC REMODELING INC	08/21/19	bond	08/21/2019	72-000-2310	440.00	.00	
PNC REMODELING INC	08/21/19-2	bond	08/21/2019	72-000-2310	650.00	.00	
Total PNC REMODELING INC:					1,090.00	.00	
PREISER PROFESSIONAL VET	148900	VET VISIT FOR K9	09/30/2019	01-360-5141	415.02	.00	
Total PREISER PROFESSIONAL VETERINARY ENTER.:					415.02	.00	
PROSPECT HEIGHTS FIRE PRO	09/26/19	CPR TRAINING	09/26/2019	01-350-5330	180.00	.00	
Total PROSPECT HEIGHTS FIRE PROTECTION DIST.:					180.00	.00	
PURCHASE POWER	09/24/19	postage statement	09/24/2019	01-360-5200	121.81	.00	
Total PURCHASE POWER:					121.81	.00	
RAR COMMUNICATIONS INC	10/04/19	MEDIA RELATIONS CLASS ENR	10/04/2019	01-360-5330	150.00	.00	
Total RAR COMMUNICATIONS INC:					150.00	.00	
RAY O'HERRON CO INC	1951495-IN	PD CLOTHING	09/18/2019	01-360-5741	83.37	.00	
Total RAY O'HERRON CO INC:					83.37	.00	
READY PRESS LLC	82526	AV nameplates	09/16/2019	01-310-7020	20.00	.00	
READY PRESS LLC	82556	WINDOW ENVELOPES	09/25/2019	01-320-5221	175.00	.00	
Total READY PRESS LLC:					195.00	.00	
SAFEBUILT INC.	0060629-IN	plumbing inspections	09/30/2019	01-340-5100	1,072.50	.00	
Total SAFEBUILT INC.:					1,072.50	.00	
SERVICEMASTER CLEANING &	7114	PD carpet cleaning	08/24/2019	01-350-5104	525.00	.00	
SERVICEMASTER CLEANING &	7115	CH carpet cleaning	08/24/2019	01-350-5104	1,410.00	.00	
Total SERVICEMASTER CLEANING & RESTORATION PRO:					1,935.00	.00	
SPEER FINANCIAL INC	SERV 19	2019 audit tables	09/17/2019	01-322-5101	450.00	.00	
Total SPEER FINANCIAL INC:					450.00	.00	
STEVE DVORAK	20190926-04-0	window cleaning Sep 2019	09/26/2019	01-350-5104	235.00	.00	
Total STEVE DVORAK:					235.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
SUBURBAN ACCENTS INC.	28763	GRAPHICS & LETTERING ON S	09/26/2019	01-360-7022	75.00	.00	
Total SUBURBAN ACCENTS INC.:					75.00	.00	
THOMAS SEXTON	09/23/19	damaged mailbox	09/23/2019	01-320-5501	34.97	.00	
Total THOMAS SEXTON:					34.97	.00	
TRADE MARK PRODUCTS INC	782810	DATE & TIME MACHINE REPAIR	10/01/2019	01-320-5700	90.80	.00	
Total TRADE MARK PRODUCTS INC:					90.80	.00	
TRAFFIC CONTROL & PROTEC	102096	STREET SIGNS	09/19/2019	01-350-5721	2,349.25	.00	
Total TRAFFIC CONTROL & PROTECTION:					2,349.25	.00	
TRESSLER LLP	408849	CITY ATTORNEY SEPT 2019	10/08/2019	01-324-5120	38,114.70	.00	
Total TRESSLER LLP:					38,114.70	.00	
TRUGREEN PROCESSING CEN	110286818	SEPT 2019 LANDSCAPING	09/12/2019	01-350-5103	42.23	.00	
Total TRUGREEN PROCESSING CENTER:					42.23	.00	
UNIFIRST CORPORATION	081 1417742	PW UNIFORMS	09/20/2019	01-350-5104	123.58	.00	
UNIFIRST CORPORATION	081 1419636	PW UNIFORMS	09/27/2019	01-350-5104	381.49	.00	
Total UNIFIRST CORPORATION:					505.07	.00	
VERIZON WIRELESS	9837842189	AUG 11-SEP 10 PD CELL PHON	09/10/2019	01-360-5610	1,026.27	.00	
VERIZON WIRELESS	9838701910	AUG 24- SEP 23 SCADA	09/23/2019	51-300-5410	40.01	.00	
Total VERIZON WIRELESS:					1,066.28	.00	
VILLAGE OF WHEELING	MISC000310	2019 ROCK N RUN	09/11/2019	01-310-5950	18,141.05	.00	
Total VILLAGE OF WHEELING:					18,141.05	.00	
WAREHOUSE DIRECT OFFICE	4426659-0	OFFICE SUPPLIES	09/20/2019	01-320-5700	465.42	.00	
WAREHOUSE DIRECT OFFICE	4429608-0	OFFICE SUPPLIES	09/24/2019	01-320-5700	16.96	.00	
WAREHOUSE DIRECT OFFICE	4445287-0	OFFICE SUPPLIES	10/08/2019	01-320-5700	23.05	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					505.43	.00	
WHEEL-INN BODY & MOTOR W	10/02/19	2015 FORD EXPLORER REPAIR	10/02/2019	01-320-5501	3,129.82	.00	
Total WHEEL-INN BODY & MOTOR WORKS.:					3,129.82	.00	
XTIVITY SOLUTIONS INC.	1548	AUG 2019 PHONE BILL	09/23/2019	01-320-5410	1,006.65	.00	
XTIVITY SOLUTIONS INC.	1553	OCT-DEC PHONE & INTERNET	10/01/2019	01-360-5410	1,226.00	.00	
XTIVITY SOLUTIONS INC.	1554	OCT-DEC VH SECURITY SYSTE	10/01/2019	01-320-5410	750.00	.00	
Total XTIVITY SOLUTIONS INC.:					2,982.65	.00	
Grand Totals:					271,653.54	11,176.00	

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

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2030 WITHHOLDING INSURAN	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	157.07	.00	
01-000-2031 WITHHOLDING - Q AFLA	AFLAC	736763	AFLAC WITHHOLDING	10/01/2019	430.94	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 ADMIN	#150 A 09/27/1	LOCAL 150 ADMIN DUES 09/27/	09/27/2019	277.43	.00	
01-000-2050 W/H LOCAL 150 UNION	IUOE LOCAL 150 MEMBERSHIP	#150 M 09/27/1	LOCAL 150 MEMBERSHIP DUES	09/27/2019	58.85	.00	
Total :					924.29	.00	
LOCAL TAXES							
01-105-3010 UTILITY - ELECTRIC	AZAVAR AUDIT SOLUTIONS	148342	elec audit Oct 2019	10/01/2019	90.54	.00	
Total LOCAL TAXES:					90.54	.00	
CITY COUNCIL & BOARDS							
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	09/2019	CARD AND CAKE FOR MAYOR	09/19/2019	76.91	.00	
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	09/2019	IL MUNICIPAL LEAGUE BOOKS	09/19/2019	165.00	.00	
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	09/2019	FRAMES FOR PHOTOS FOR VE	09/19/2019	13.98	.00	
01-310-5300 ALDERMANIC EXPENSE	NICHOLAS J. HELMER	19-SEP	Sep 2019 mayor cell	10/08/2019	62.50	.00	
01-310-5950 SPECIAL EVENTS	VILLAGE OF WHEELING	MISC000310	2019 ROCK N RUN	09/11/2019	18,141.05	.00	
01-310-7020 EQUIPMENT	CARDMEMBER SERVICE	09/2019	AV SUPPLIES	09/19/2019	81.73	.00	
01-310-7020 EQUIPMENT	READY PRESS LLC	82526	AV nameplates	09/16/2019	20.00	.00	
Total CITY COUNCIL & BOARDS:					18,561.17	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	1,498.00	.00	
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	22.69	.00	
01-320-5100 PROFESSIONAL SERVIC	FLEXSOURCE, LLC	19858	Sept 2019 FSA & HRA admin fees	09/25/2019	135.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	general engineering	09/25/2019	4,368.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	roads-general projects	09/25/2019	624.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	drainage improvements FY 2014-	09/25/2019	156.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	Plaza Drive plat of dedication	09/25/2019	263.60	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	Piper Ln 10 acre development	09/25/2019	156.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	Thorton's construction	09/25/2019	78.00	.00	
01-320-5106 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	2014 GIS updates	09/25/2019	2,580.00	.00	
01-320-5107 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	08/31/19	lot grading reviews & visits	09/25/2019	312.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	26957	Nov 2019 computer consultant	10/01/2019	3,510.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	26990	Sep 2019 trip charges	10/01/2019	120.00	.00	
01-320-5200 POSTAGE	FEDEX	6-748-73957	ADMIN SHIPPING	09/25/2019	81.46	.00	
01-320-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	65093943	Oct 2019 CH copier	09/17/2019	986.70	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-320-5221 PRINTING	READY PRESS LLC	82556	WINDOW ENVELOPES	09/25/2019	175.00	.00	
01-320-5222 LEGAL NOTICES	DAILY HERALD	28019	PUBLIC NOTICE 9/16 & 9/19	09/21/2019	687.96	.00	
01-320-5410 UTILITIES	AT&T LONG DISTANCE	09/04/19	LONG DISTANCE Aug 2019	09/04/2019	96.70	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 14 E CAMP MCDONA	09/19/2019	283.07	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 101 N WOLF RD AUG	09/19/2019	151.85	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 8 N ELMHURST RD S	09/19/2019	256.85	.00	
01-320-5410 UTILITIES	ILLINOIS-AMERICAN WATER C	10/01/19-5629	401 Piper Ln 8/31/19-9/30/19	10/01/2019	234.80	.00	
01-320-5410 UTILITIES	ILLINOIS-AMERICAN WATER C	10/01/19-5667	401 Piper Ln 10/01/19-10/31/19	10/01/2019	43.04	.00	
01-320-5410 UTILITIES	NICOR GAS	09/20/19-2787	CH 08/23/19-09/20/19	09/20/2019	120.40	.00	
01-320-5410 UTILITIES	NICOR GAS	09/23/19-0000	PW 08/24/19-09/23/19	09/23/2019	128.59	.00	
01-320-5410 UTILITIES	NICOR GAS	09/23/19-0000	PD Service 08/24/19-09/23/19	09/23/2019	149.23	.00	
01-320-5410 UTILITIES	XTIVITY SOLUTIONS INC.	1548	AUG 2019 PHONE BILL	09/23/2019	1,006.65	.00	
01-320-5410 UTILITIES	XTIVITY SOLUTIONS INC.	1554	OCT-DEC VH SECURITY SYSTE	10/01/2019	750.00	.00	
01-320-5500 LIABILITY INSURANCE	NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	186.00	.00	
01-320-5500 LIABILITY INSURANCE	NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	141.00	.00	
01-320-5500 LIABILITY INSURANCE	NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	141.00	.00	
01-320-5500 LIABILITY INSURANCE	NORTHSHORE OMEGA	012506408-09	wc claim-Cassata	09/30/2019	141.00	.00	
01-320-5501 INSURANCE DEDUCTIBL	THOMAS SEXTON	09/23/19	damaged mailbox	09/23/2019	34.97	.00	
01-320-5501 INSURANCE DEDUCTIBL	WHEEL-INN BODY & MOTOR W	10/02/19	2015 FORD EXPLORER REPAIR	10/02/2019	3,129.82	.00	
01-320-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	09/2019	COFFEE SUPPLIES	09/19/2019	155.36	.00	
01-320-5700 OFFICE SUPPLIES	IMPACT NETWORKING LLC	1572363	CH/PD copiers 7/19-9/19	10/02/2019	201.73	.00	
01-320-5700 OFFICE SUPPLIES	LOGSDON OFFICE SUPPLY	1067194-001	copy paper	09/27/2019	69.90	.00	
01-320-5700 OFFICE SUPPLIES	TRADE MARK PRODUCTS INC	782810	DATE & TIME MACHINE REPAIR	10/01/2019	90.80	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	4426659-0	OFFICE SUPPLIES	09/20/2019	465.42	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	4429608-0	OFFICE SUPPLIES	09/24/2019	16.96	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	4445287-0	OFFICE SUPPLIES	10/08/2019	23.05	.00	
01-320-5751 GASOLINE	CARDMEMBER SERVICE	09/2019	METRA CMAP MEETING	09/19/2019	12.50	.00	
Total ADMINISTRATION:					23,785.10	.00	
FINANCE							
01-322-5101 AUDIT & FINANCE FEES	SPEER FINANCIAL INC	SERV 19	2019 audit tables	09/17/2019	450.00	.00	
01-322-5102 FINANCIAL SERVICES	LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	16,189.06	.00	
Total FINANCE:					16,639.06	.00	
LEGAL							
01-324-5120 CITY ATTORNEY	TRESSLER LLP	408849	CITY ATTORNEY SEPT 2019	10/08/2019	38,114.70	.00	
01-324-5122 CITY PROSECUTOR	CYNTHIA LA MANTIA	09/27/19	COURT REPORTING SERVICES	09/27/2019	885.50	.00	
01-324-5122 CITY PROSECUTOR	GUY M KARM	09/17/19	City Prosecuator July/Aug	09/17/2019	6,375.00	.00	
01-324-5123 LABOR ATTORNEY	AKERMAN LLP	9496138	local 150negotiations Aug 2019	09/20/2019	5,892.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-324-5123 LABOR ATTORNEY	AKERMAN LLP	9496139	MAP contract issues Aug 2019	09/20/2019	560.00	.00	
Total LEGAL:					51,827.20	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	4,370.00	.00	
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	32.85	.00	
01-340-5100 PROFESSIONAL SERVIC	FOOD & ALCOHOL SERVICE TR	2019-12	Sep 2019 health inspection	10/08/2019	780.00	.00	
01-340-5100 PROFESSIONAL SERVIC	JEFFREY L BAUREIS	46	ELECTRICAL INSP	09/25/2019	1,849.00	.00	
01-340-5100 PROFESSIONAL SERVIC	SAFEBUILT INC.	0060629-IN	plumbing inspections	09/30/2019	1,072.50	.00	
01-340-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	09/2019	CITY HALL	09/19/2019	413.70	.00	
01-340-7020 EQUIPMENT	CANON FINANCIAL SERVICES	20599227	building copier Oct 2019	10/03/2019	206.09	.00	
Total BUILDING DEPARTMENT:					8,724.14	.00	
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	7,283.00	7,283.00	09/20/2019
01-350-4100 HEALTH INSURANCE	MOE FUNDS	11/2019	NOVEMBER PREMIUMS	10/03/2019	6,045.00	.00	
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	2,240.00	.00	
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	41.25	.00	
01-350-5020 VEHICLE MAINTENANCE	AKT-1 INDUSTRIES INC	18625	shop floor cleaner	08/30/2019	240.00	.00	
01-350-5020 VEHICLE MAINTENANCE	ARLINGTON HEIGHTS FORD IN	876935	wheel hub Adam #101	09/18/2019	208.36	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	09/2019	IPASS REPLENISH	09/19/2019	30.00	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	09/2019	AUTO PARTS NISSAN	09/19/2019	80.00	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	09/2019	SHOP SUPPLY	09/19/2019	10.99	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	09/2019	AUTO PARTS NISSAN	09/19/2019	155.06	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-227824	Police Social Workers #693	09/16/2019	130.32	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-227827	Police Social Works #693	09/16/2019	141.10	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-228022	Police Social Works #693	09/17/2019	14.59	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-228042	Police Social Workers #693	09/17/2019	11.46	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-228207	Police Social Workers #693	09/17/2019	6.30-	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-228211	Police Social Workers #693	09/17/2019	3.26	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA-HEIGHTS AUTOMOTIVE	3563-229677	Police Social Works #693	09/23/2019	62.99	.00	
01-350-5103 PROF SERVICES - FORE	TRUGREEN PROCESSING CEN	110286818	SEPT 2019 LANDSCAPING	09/12/2019	42.23	.00	
01-350-5104 PROF SERVICES - BUILD	OPP FRANCHISING INC. DBA JA	CHC10191293	Oct 2019 Cleaning	10/01/2019	1,183.47	.00	
01-350-5104 PROF SERVICES - BUILD	SERVICEMASTER CLEANING &	7114	PD carpet cleaning	08/24/2019	525.00	.00	
01-350-5104 PROF SERVICES - BUILD	SERVICEMASTER CLEANING &	7115	CH carpet cleaning	08/24/2019	1,410.00	.00	
01-350-5104 PROF SERVICES - BUILD	STEVE DVORAK	20190926-04-0	window cleaning Sep 2019	09/26/2019	235.00	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	081 1417742	PW UNIFORMS	09/20/2019	123.58	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	081 1419636	PW UNIFORMS	09/27/2019	381.49	.00	
01-350-5330 TRAINING	CARDMEMBER SERVICE	09/2019	TRAINING OPIELA	09/19/2019	40.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-350-5330 TRAINING	CARDMEMBER SERVICE	09/2019	UWEX REGISTRATION	09/19/2019	150.00	.00	
01-350-5330 TRAINING	PROSPECT HEIGHTS FIRE PRO	09/26/19	CPR TRAINING	09/26/2019	180.00	.00	
01-350-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 401 PIPER LN AUG 2	09/19/2019	241.85	.00	
01-350-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 401 PIPER LN AUG 2	09/19/2019	8.13	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	15634151901	8285853	09/28/2019	472.66	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	15634151901	8285854	09/28/2019	158.24	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	15634151901	8285851	09/28/2019	250.68	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	15634151901	8285850	09/28/2019	43.02	.00	
01-350-5635 STORM SEWER & PIPE	DES PLAINES MATERIAL & SUP	339344	Wildwood & Glenbrook storn sew	09/25/2019	97.50	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	09/2019	REPLACEMENT WINDOW BLIN	09/19/2019	20.91	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	09/27/19	police ceiling tiles	09/27/2019	65.04	.00	
01-350-5721 SIGNS	TRAFFIC CONTROL & PROTEC	102096	STREET SIGNS	09/19/2019	2,349.25	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102013615	DIESEL FUEL	09/13/2019	1,410.14	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102013616	GASOLINE	09/13/2019	2,157.13	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	102013774	GASOLINE	09/27/2019	2,433.10	.00	
Total PUBLIC WORKS:					30,669.50	7,283.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1279268	Oct 2019 health insurance	10/02/2019	15.50	.00	
01-360-4100 HEALTH INSURANCE	HMO ILLINOIS	09/16/19	Oct 2019 Healt Insurance	09/16/2019	13,252.00	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	12,510.00	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	1019V	Oct 2019 Vision	10/08/2019	28.00	.00	
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	221.08	.00	
01-360-5101 PROFESSIONAL FEES -	OMNI YOUTH SERVICES INC.	05COPH20	VOCA GRANT EXPENSE - OCT	10/01/2019	6,673.67	.00	
01-360-5141 KENNEL FEES	CARDMEMBER SERVICE	09/2019	K9 FOOD	09/19/2019	141.30	.00	
01-360-5141 KENNEL FEES	PREISER PROFESSIONAL VET	148900	VET VISIT FOR K9	09/30/2019	415.02	.00	
01-360-5200 POSTAGE	PURCHASE POWER	09/24/19	postage statement	09/24/2019	121.81	.00	
01-360-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	65097446	Nov 2019 PD copier	09/17/2019	1,242.60	.00	
01-360-5240 NORTHWEST CENTRAL	NW CENTRAL 9-1-1 SYSTEM	8809	Oct 2019 membe rassessment	09/01/2019	21,593.31	.00	
01-360-5240 NORTHWEST CENTRAL	NW CENTRAL 9-1-1 SYSTEM	8821	Nov 2019 member assessment	10/01/2019	21,593.31	.00	
01-360-5321 AUTO EXPENSE	BP CAR WASH	2405	Aug-Sep car wash	10/01/2019	63.00	.00	
01-360-5321 AUTO EXPENSE	CARDMEMBER SERVICE	09/2019	pd parking	09/19/2019	49.00	.00	
01-360-5321 AUTO EXPENSE	ILLINOIS SECRETARY OF STAT	09/24/19	police confidential plate title & lice	09/24/2019	251.00	251.00	09/24/2019
01-360-5321 AUTO EXPENSE	ILLINOIS SECRETARY OF STAT	10/10/19	TITLE FOR POLICE VEHICLE	10/10/2019	150.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	09/2019	GLOCK TRAINING COURSE	09/19/2019	250.00	.00	
01-360-5330 TRAINING	NORTH EAST MULTI-REGIONAL	261250	Staff & Commad School Todd Goa	09/16/2019	3,800.00	.00	
01-360-5330 TRAINING	NORTH EAST MULTI-REGIONAL	261679	Tactical Shootng Skills Jocelyn Ga	09/24/2019	300.00	.00	
01-360-5330 TRAINING	NORTH EAST MULTI-REGIONAL	262195	Emergency Vehecle Operator Cou	10/01/2019	350.00	.00	
01-360-5330 TRAINING	RAR COMMUNICATIONS INC	10/04/19	MEDIA RELATIONS CLASS ENR	10/04/2019	150.00	.00	
01-360-5410 UTILITIES	XTIVITY SOLUTIONS INC.	1553	OCT-DEC PHONE & INTERNET	10/01/2019	1,226.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-5610 EQUIPMENT MAINTENAN	VERIZON WIRELESS	9837842189	AUG 11-SEP 10 PD CELL PHON	09/10/2019	1,026.27	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	09/2019	OFFICE SUPPLIES	09/19/2019	19.49	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	09/2019	OFFICE SUPPLIES	09/19/2019	67.46	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	61022	PD CLOTHING	09/17/2019	330.90	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	61104	patches and gloves	09/17/2019	46.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	61105	PD CLOTHING and alternations	09/17/2019	60.05	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	61247	PD CLOTHING and alternations	09/21/2019	465.95	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	61260	PD CLOTHING	09/21/2019	97.50	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	1951495-IN	PD CLOTHING	09/18/2019	83.37	.00	
01-360-7022 POLICE TECH/SAFETY S	CARDMEMBER SERVICE	09/2019	COPIES & FLYERS	09/19/2019	234.40	.00	
01-360-7022 POLICE TECH/SAFETY S	CARDMEMBER SERVICE	09/2019	NERF RIVAL	09/19/2019	29.33	.00	
01-360-7022 POLICE TECH/SAFETY S	JG UNIFORMS INC	61003	ARMOR	09/16/2019	805.00	.00	
01-360-7022 POLICE TECH/SAFETY S	JG UNIFORMS INC	61005	PD armor	09/16/2019	805.00	.00	
01-360-7022 POLICE TECH/SAFETY S	SUBURBAN ACCENTS INC.	28763	GRAPHICS & LETTERING ON S	09/26/2019	75.00	.00	
Total PUBLIC SAFETY:					88,542.32	251.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1279269	Oct 2019 retiree health insurance	10/02/2019	28.67	.00	
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	100819M	Sept 2019 Health Premium	10/09/2019	3,860.00	.00	
Total REIMBURSABLE EXP:					3,888.67	.00	
Total GENERAL FUND:					243,651.99	7,534.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PALATINE/MILWAUKEE TIF FUND							
12-500-7050 STREET RESURFACING	GEWALT HAMILTON ASSOCIAT	08/31/19	Plaza Drive Design -TIF	09/25/2019	2,025.00	.00	
Total :					2,025.00	.00	
Total PALATINE/MILWAUKEE TIF FUND:					2,025.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT EXPENSES							
13-300-5108 BEAUTIFICATION	ILLINOIS-AMERICAN WATER C	09/16/19-5309	700 N Milwaukee 08/01/19-08/30/	09/16/2019	480.78	.00	
13-300-5108 BEAUTIFICATION	ILLINOIS-AMERICAN WATER C	10/01/19-5316	1250 S River Rd 8/31/19-9/30/19	10/01/2019	468.98	.00	
13-300-5108 BEAUTIFICATION	ILLINOIS-AMERICAN WATER C	10/02/19-5309	700 N Milwaukee 08/31/19-09/30/	10/02/2019	419.93	.00	
Total EXPENSES:					1,369.69	.00	
Total TOURISM DISTRICT:					1,369.69	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
DEA SEIZURE FUND							
EXPENSES							
16-300-5310 MEMBERSHIP	CARDMEMBER SERVICE	09/2019	IACP REGISTRATION	09/19/2019	1,025.00	.00	
16-300-5710 OPERATING SUPPLIES	HALO BRANDED SOLUTIONS IN	4130495	material for Rail Safety Week	09/23/2019	456.80	.00	
Total EXPENSES:					1,481.80	.00	
Total DEA SEIZURE FUND:					1,481.80	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #5							
EXPENSES							
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	15634151901	8285852	09/28/2019	34.67	.00	
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	15634151901	8285847	09/28/2019	223.95	.00	
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	15634151901	8285849	09/28/2019	118.16	.00	
Total EXPENSES:					376.78	.00	
Total SSA #5:					376.78	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CAPITAL IMPROVEMENTS							
30-550-7050 STREET RESURFACING	GEWALT HAMILTON ASSOCIAT	08/31/19	Old Willow Rd Seminole Ln Ph1	09/25/2019	2,420.85	.00	
30-550-7051 ROAD PROGRAM - 2018	GEWALT HAMILTON ASSOCIAT	08/31/19	2018 road program const	09/25/2019	711.00	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	08/31/19	Wolf Rd SW Ph1	09/25/2019	1,000.00	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	08/31/19	Wolf Rd South sidewalk Ph1	09/25/2019	3,000.00	.00	
Total :					7,131.85	.00	
Total CAPITAL IMPROVEMENTS:					7,131.85	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND							
EXPENSES							
51-300-4100 HEALTH INSURANCE	MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	1,821.00	1,821.00	09/20/2019
51-300-4100 HEALTH INSURANCE	MOE FUNDS	11/2019	NOVEMBER PREMIUMS	10/03/2019	2,015.00	.00	
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1362261	OCT LIFE INSURANCE	10/01/2019	10.31	.00	
51-300-5100 PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	INV009526	WATER SYSTEM DATA SERVIC	09/15/2019	313.00	.00	
51-300-5100 PROFESSIONAL SERVIC	PDC LABORATORIES INC	I9387984	Aug/Sep 2019 water testing	09/30/2019	328.50	.00	
51-300-5101 AUDIT	LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	2,903.47	.00	
51-300-5330 TRAINING	ILLINOIS SECTION AWWA	200043444	WATER TRAINING - Opiela	04/22/2019	55.00	.00	
51-300-5410 UTILITIES	CARDMEMBER SERVICE	09/2019	COMCAST 801 E CAMP MCDON	09/19/2019	157.90	.00	
51-300-5410 UTILITIES	CONSTELLATION NEWENERGY	15634151901	8285845	09/28/2019	381.44	.00	
51-300-5410 UTILITIES	NICOR GAS	09/23/19-0000	water pumo building 08/24/19-09/	09/23/2019	35.46	.00	
51-300-5410 UTILITIES	VERIZON WIRELESS	9838701910	AUG 24- SEP 23 SCADA	09/23/2019	40.01	.00	
Total EXPENSES:					8,061.09	1,821.00	
Total WATER FUND:					8,061.09	1,821.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	CONSTELLATION NEWENERGY	15634151901	8285855	09/28/2019	121.42	.00	
52-300-5410 UTILITIES	CONSTELLATION NEWENERGY	15634151901	8285846	09/28/2019	106.95	.00	
52-300-5410 UTILITIES	CONSTELLATION NEWENERGY	15634151901	8285848	09/28/2019	167.04	.00	
52-300-5410 UTILITIES	NICOR GAS	09/23/19-0000	METRA 08/24/19-09/23/19	09/23/2019	35.46	.00	
Total EXPENSES:					430.87	.00	
Total PARKING FUND:					430.87	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SANITARY SEWER FUND EXPENSES							
53-300-4100 HEALTH INSURANCE	MOE FUNDS	10/2019	OCT PREMIUMS	09/20/2019	1,821.00	1,821.00	09/20/2019
53-300-5101 AUDIT & ACCTG SERVIC	LAUTERBACH & AMEN LLP	39654	Aug 2019 Accounting Services	09/12/2019	2,903.47	.00	
Total EXPENSES:					4,724.47	1,821.00	
Total SANITARY SEWER FUND:					4,724.47	1,821.00	

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	PALWAUKEE HOSPITALITY	04/25/19	bond	04/25/2019	1,310.00	.00	
72-000-2310 DEPOSIT ROAD/BUILDE	PNC REMODELING INC	08/21/19	bond	08/21/2019	440.00	.00	
72-000-2310 DEPOSIT ROAD/BUILDE	PNC REMODELING INC	08/21/19-2	bond	08/21/2019	650.00	.00	
Total :					2,400.00	.00	
Total ROAD & BUILDING BOND ESCROW:					2,400.00	.00	
Grand Totals:					271,653.54	11,176.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	243,651.99	7,534.00	
PALATINE/MILWAUKEE TIF FUND			
Total PALATINE/MILWAUKEE TIF FUND:	2,025.00	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	1,369.69	.00	
DEA SEIZURE FUND			
Total DEA SEIZURE FUND:	1,481.80	.00	
SSA #5			
Total SSA #5:	376.78	.00	
CAPITAL IMPROVEMENTS			
Total CAPITAL IMPROVEMENTS:	7,131.85	.00	
WATER FUND			
Total WATER FUND:	8,061.09	1,821.00	
PARKING FUND			
Total PARKING FUND:	430.87	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	4,724.47	1,821.00	
ROAD & BUILDING BOND ESCROW			
Total ROAD & BUILDING BOND ESCROW:	2,400.00	.00	
Grand Totals:	271,653.54	11,176.00	