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

THE CITY COUNCIL MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, MARCH 25, 2024 AT 6:00PM

IN PERSON IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR PATRICK LUDVIGSEN PRESIDING

THIS MEETING WILL BE BROADCAST LIVE ON CABLE CHANNELS:
COMCAST AND ASTOUND/RCN CHANNEL 17 AND AT&T U-VERSE CHANNEL 99.
IT WILL ALSO BE RECORDED AND TELEVISED ON COMCAST AND ASTOUND/RCN CHANNEL 17 AND AT&T U-VERSE CHANNEL 99.

ATTENDEES WHO WISH TO SPEAK ON AGENDA OR NON-AGENDA ITEMS WILL BE PROVIDED AN OPPORTUNITY DURING THE MEETING.
THERE IS A FIVE MINUTE TIME LIMIT FOR SPEAKERS.

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

A. March 11, 2024 City Council Regular Meeting Minutes
Action Requested: (Motion, Second, Roll Call Vote)

4. PRESENTATIONS

A. FY2024-2025 City of Prospect Heights Budget Presentation (**Capital Improvement Plan, Tourism, Motor Fuel Tax, Water, Sewer, Special Service Areas, Solid Waste, Road Construction Debt Service, and Police Pension Fund**)

5. APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS

None

6. PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*)
(Citizens are asked to identify the agenda item they would like to address and will be provided the opportunity to speak to the issue after its presentation and before City Council action)

7. **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 so requests, in which event the item will be removed from the general order of business and considered as a separate Agenda item.
Action Requested: (Motion, Second, Roll Call Vote)

None

8. **OLD BUSINESS**

A. O-24-03 Staff Memo and Ordinance Approving of Sale, Donation, Destruction of Surplus Property (**2nd Reading**)
Action Requested: (Motion, Second, Roll Call Vote)

9. **NEW BUSINESS**

A. R-24-13 Staff Memo and Resolution Authorizing an Intergovernmental Grant Agreement Between the State of Illinois, Illinois Emergency Management Agency and Office of Homeland Security and City of Prospect Heights for the Willow Trails Stormwater Management Project for an Amount of $2,417,127.00
Action Requested: (Motion, Second, Roll Call Vote)

B. R-24-14 Staff Memo and Resolution Authorizing the City of Prospect Heights Participation in the Central Management Services Rock Salt Contract Joint Participation Agreement for the Purchase of Rock Salt
Action Requested: (Motion, Second, Roll Call Vote)

C. R-24-15 Staff Memo and Resolution Authorizing Renewal Agreement for Contracted Financial Management Services with Lauterbach and Amen
Action Requested: (Motion, Second, Roll Call Vote)

D. R-24-16 Staff Memo and Resolution Providing for City Council Direction and Authorization for Inter-Fund Transfer from General Fund to Capital Improvement, Police Pension, and SSA 1 Funds.
Action Requested: (Motion, Second, Roll Call Vote)

E. O-24-05 Ordinance Amending Liquor License A-2 to 4am all nights (**1st Reading**)
Action Requested: (Informational/Discussion)

F. O-24-06 Staff Memo and Ordinance Establishing Water Rates for FY2024-25 (**1st Reading**)
Action Requested: (Informational/Discussion)

10. **STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS**

A. February Financial Report Presented by Assistant Finance Director Bob Tannehill

11. **APPROVAL OF WARRANTS**

A. Approval of Expenditures

General Fund	$106,370.96

Motor Fuel Tax Fund	$0.00
Tourism District	$26,200.00
Solid Waste Fund	$0.00
Drug Enforcement Agency Fund	$0.00
Palatine Road Tax Increment Financing	$0.00
Special Service Area #1	$0.00
Special Service Area #2	$0.00
Special Service Area #3	$0.00
Special Service Area #4	$0.00
Special Service Area #5	$0.00
Special Service Area - Constr #6 (Water Main)	$0.00
Special Service Area - #8 Levee Wall #37	$0.00
Capital Improvements	$5,965.94
Special Service Area - Debt #6	$0.00
Road Construction Debt	$0.00
Water Fund	$40,353.99
Parking Fund	$475.00
Sanitary Sewer Fund	$1,230.00
Road/Building Bond Escrow	$0.00
TOTAL	**$180,595.89**
Wire Payments **03/08/2024 Payroll** **February Illinois Municipal Retirement Fund Payment**	 **$185,347.45** **$14,502.83**
TOTAL WARRANT	**$380,446.17**

12. PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*)

13. EXECUTIVE SESSION – (No Items)

14. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

15. ADJOURNMENT
Action Requested: (Motion, Second, Voice Vote)

Posted by 5:00 PM, March 21, 2024

March 20, 2024

TO: Mayor Patrick Ludvigsen, Members of City Council, Administration and Staff

FROM: Cheri Grieco, Finance Director

RE: **FY24-25 City of Prospect Heights Proposed Annual Budget**

This year's budget FY25 cycle began with an in-depth review of the proposed budget for all City funds by all department Directors and Managers. Staff reviewed all revenue and expenditure items giving consideration to the current status and a conservative focus, as there continues to be considerable national dialogue of economic uncertainty. Our budget presentation on Monday, March 25, 2024 will include review of the following areas:

- Motor Fuel Tax Fund
- Tourism Fund
- DEA Fund
- SWANCC Fund
- Special Service Area Funds
- Capital Improvement Fund
- Debt Service Funds
- Police Pension Fund

FY25 PROPOSED BUDGET HIGHLIGHTS – OTHER FUNDS

Motor Fuel Tax Fund – During the past several years, there were no projects planned for the use of MT funds. For FY25, we propose to use MFT funds totaling $339,000 for the Willow Road Project to cover Construction Engineering and Construction costs for the Willow Road Project.

Tourism Fund – Budgeted Revenue for FY25 is $750,000 as the result of hotel tax revenue reaching pre-pandemic levels as well as the addition of tax revenue from online travel companies including Expedia, Priceline and Air B&B. Grants disbursements and General Fund reimbursement for Police Services are both included in FY25 proposed budget in the amount of $229,300 ($234,300 in FY24).

DEA Fund – The proposed FY25 budget includes expenditures totaling $223,400 ($157,261 projected for FY24). The increase includes provision for the State mandated body worn camera equipment purchases and annual support and maintenance of 13 cameras.

SWANCC Fund – Given the increasing costs in this fund, FY25 Proposed budget includes a rate increase of $1 for all categories of service – single family, multi-family, townhouses, roll-offs and dumpsters.

Capital Improvement Fund – FY25 Budgeted revenue includes inter-fund transfers of $1MM from General Fund and $110k from SWANCC Fund. Also included in budgeted revenue are grant awards totaling $5.4MM. Proposed projects for FY25 include Willow Road Flood Control project, Willow Trails Eastside (Design Engineering), Sidewalk Improvements for Wolf Road – North and South, Camp McDonald Road, continued Sewer System Improvements and other miscellaneous City-wide projects. Details to be included in the budget presentation for Monday's meeting.

Water Fund – Capital projects budgeted for the Water Fund include Water Reservoir Rehabilitation and Well House Parking Lot Replacement as well as 50% cost of Water/Sewer Utility Vehicle. As water rates and delivery costs continue to increase, a water rate increase of 4% is included in the FY25 proposed budget.

Police Pension Contribution – The actuarial recommended annual contribution of $1,625,822 has been fully funded in FY25 budget including projected tax levy receipts of $480,000 and the City's General Fund contribution of $1,145,822

Attachments include:

FY24-25 Fund Balance Projection
FY24-25 Proposed Annual Budget for funds 11-71 as noted above
FY24-25 5-year Capital Improvement Plan

CITY OF PROSPECT HEIGHTS
FUND BALANCE PROJECTION
FY2024-25

Fund name	Final Fund Balance 04/30/23	Projected FY 23-24 Results Revenue	Expense	Net Revenue (Expense)	Projected Fund Balance 04/30/24	Proposed Budget FY 24-25 Budgeted Revenue	Budgeted Expenditures	Net Revenue (Expense)	Projected Fund Balance 04/30/25
General Fund									
General Fund	17,843,317	11,493,457	17,140,748	(5,647,291)	12,196,026	10,895,153	10,649,912	245,241	12,441,267
Special Revenue Funds									
Motor Fuel Tax	5,364,483	900,000	-	900,000	6,264,483	825,000	339,000	486,000	6,750,483
Tourism District	571,867	671,750	583,541	88,209	660,076	750,500	740,450	10,050	670,126
DEA Seizure	487,373	259,000	157,261	101,739	589,112	400	223,400	(223,000)	366,112
Solid Waste	81,746	541,000	532,070	8,930	90,676	624,000	619,800	4,200	94,876
SSA #1	(108,050)	108,050	-	108,050	-	-	-	-	-
SSA #2	29,688	50	-	50	29,738	-	10,000	(10,000)	19,738
SSA #3	327,060	150	-	150	327,210	-	10,000	(10,000)	317,210
SSA #4	29,553	40	-	40	29,593	-	10,000	(10,000)	19,593
SSA #5	156,006	30,200	7,000	23,200	179,206	33,550	20,300	13,250	192,456
SSA #8	799,940	161,650	46,000	115,650	915,590	172,000	23,300	148,700	1,064,290
Capital Project Fund									
Capital Improvements	5,052,208	6,887,945	1,450,000	5,437,945	10,490,153	6,519,538	6,296,152	223,386	10,713,539
Debt Service Funds									
Road Construction	846,654	1,274,800	1,273,983	818	847,472	1,284,500	1,283,033	1,467	848,939
SSA #6 Construction	216,152	219,033	219,933	(900)	215,253	219,500	219,443	57	215,310
Enterprise Funds									
Water	5,932,834	1,111,630	913,289	198,341	6,131,175	1,114,325	1,149,125	(34,800)	6,096,375
Sanitary Sewer	3,559,246	868,000	617,860	250,140	3,809,386	840,000	770,025	69,975	3,879,361
Parking	117,070	125,500	115,450	10,050	127,120	129,000	128,615	385	127,505
Fiduciary Fund									
Police Pension	20,648,748	5,264,567	1,584,800	3,679,767	24,328,515	2,329,876	1,627,050	702,826	25,031,341
Total	61,955,895	29,916,821	24,641,934	5,274,888	67,230,783	25,737,342	24,119,605	1,617,737	68,848,520

General Fund - Fund Balance Projection	**4/30/2025**	
Non-Spendable	714,000	Due from Parking Fund and Prepaids
Restricted for Public Safety	59,100	Narcotics, Seized Assets, DUI
Committed - Emergency Reserve	3,340,000	30% of FY25 budgeted expenses
Unassigned Fund Balance	**8,328,167**	**78% of GF budgeted expenses**
Ending General Fund - Fund Balance	12,441,267	

CITY OF PROSPECT HEIGHTS							Current Year	PROPOSED	25 budget		
FY24-25 Budget Detail		FY20-21	FY21-22	FY22-23	FY23-24	FY23-24	FY23-24	FY24-25	vs	24 budget	
GL Acct #	Description	Actual	Actual	Actual	10 mos	Projected	Budget	Budget	24 projected	vs 25 budget	Comments
FUND 11 - MOTOR FUEL TAX FUND											
11-100-3801	INTEREST INCOME - IL FUNDS	4,733	3,906	142,920	245,980	275,000	50,000	200,000	(75,000)	150,000	Conservative estimate based on current market fluctuations
11-110-3120	MOTOR FUEL TAX	543,857	648,041	658,148	594,980	625,000	625,000	625,000	-	-	Based on IML forecast and historical data
MFT	FUND 11 REVENUE	1,084,257	1,009,058	979,623	840,960	900,000	675,000	825,000	(75,000)		
11-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-		-		
11-300-5430	BANK FEES	-	-	-	-	-	-		-		
11-300-7020	EQUIPMENT	-	-	-	-	-	-		-		
11-500-7050	ROAD CONSTRUCTION	-	-	-	-	-	439,000		-		
11-500-7051	SIDEWALKS	-	194,986	-	-	-	-		-		
11-500-7062	STORMWATER IMPROVEMENTS	-	-	-	-	-	-	339,000	339,000		Per CIP Plan, includes Construction Engineering/Construction - Willow Road project
11-600-8090	INTERFUND TRANSFER OUT	-	124,922	-	-		-		-		
MFT	FUND 11 EXPENSES	-	319,909	-	-	-	439,000	339,000	339,000		
MFT	FUND 11 NET	1,084,257	689,149	979,623	840,960	900,000	236,000	486,000	(414,000)		
FUND 13 - TOURISM FUND											
13-100-3020	HOTEL TAXES	171,901	433,315	620,280	572,707	671,000	671,000	750,000	79,000	79,000	Based on increased utilization of capacity and OTC/STORMs performance
13-100-3800	INTEREST INCOME	7	5	413	620	750	200	500	(250)	300	
13-100-3899	MISCELLANEOUS INCOME	-	-	7,484	-	-	-	-	-		
Tourism	FUND 13 REVENUE	171,908	433,320	628,177	573,328	671,750	671,200	750,500	78,750		
13-300-5101	AUDIT	1,129	1	828	1,049	1,200	1,000	1,200	-	200	Allocation of the City's annual audit fees
13-300-5102	FINANCIAL SERVICES	6,731	6,524	7,002	5,357	7,300	7,300	12,000	4,700	4,700	Allocation of City's Financial Services costs
13-300-5108	BEAUTIFICATION	19,602	19,994	34,957	63,997	80,000	82,700	81,000	1,000	(1,700)	Required regular maintenance - water/power plus discretionary spending
13-300-5310	MEMBERSHIPS	28,644	28,644	38,192	47,741	47,741	47,740	50,000	2,259	2,260	Membership dues for Chicago North Shore CVB
13-300-5401	SERVICE CHARGE - GENERAL FUND	60,000	60,000	60,000	47,250	63,000	63,000	66,150	3,150	3,150	5% increase in FY25, no increase previous 3 years
13-300-5430	BANK CHARGES	-	50	460	-	-	500	500	500	-	
13-300-5920	GRANT - HOTELS	-	-	53,352	65,738	150,000	234,300	229,300	79,300	(5,000)	Based on FY23-24 projected receipts and FY24-25 projected expenses
13-500-7020	IMPROVEMENTS	-	-	-	-	-	-	71,000	71,000	71,000	Per CIP Plan, includes Street Lighting, City Monument Sign and Camera Program
13-600-8090	INTERFUND TRANSFER OUT	168,700	3,400	102,600	175,725	234,300	234,300	229,300	(5,000)	(5,000)	City reimbursed for Police Services (limited to 42.5% net revenue per ordinance)
Tourism	FUND 13 EXPENSES	284,806	118,613	297,636	407,224	583,541	670,840	740,450	156,909		
Tourism	FUND 13 NET	(112,898)	314,707	330,541	166,103	88,209	360	10,050	(78,159)		
FUND 16 - DEA FUND											
16-100-3551	POLICE REVENUE-TASK FORCE	-	129,511	154,743	245,076	250,000	-	-	(250,000)	-	No budgeted revenue per State of Illinois guidelines
16-100-3800	INTEREST INCOME	131	83	525	8,378	9,000	400	400	(8,600)	-	Conservative estimate based on current market fluctuations
DEA	FUND 16 REVENUE	131	129,594	155,268	253,454	259,000	400	400	(258,600)		
16-300-4011	OVERTIME-SWORN SERVICES	15,834	21,823	23,879	19,349	20,000	20,000	23,000	3,000	3,000	Summer Time plain clothes gang supression details/DEA, Detective O'Connor Overtime
16-300-5100	PROFESSIONAL SERVICES	-	-	7,002	5,357	5,375	9,970	29,900	24,525	19,930	Allocated cost for audit/finance ($13k), The Children's Advocacy Center-$3,000 (Forensic Juvenile Interview) and annual cost of body worn cameras
16-300-5310	MEMBERSHIP	1,758	1,811	2,261	2,419	2,500	4,000	2,500	-	(1,500)	Leads on lIne/Investigative software-$2,500
16-300-5330	TRAINING	912	-	5,768	5,834	6,000	6,000	6,000	-	-	Mandated training/overtime rate plus equipment
16-300-5610	EQUIPMENT MAINTENANCE	18,665	16,764	7,615	28,694	30,000	30,000	10,000	(20,000)	(20,000)	FY 24-25 Flock Cameras- (East Side License Plate Readers) $4,000-Maintenance for Eas
16-300-5710	OPERATING SUPPLIES	999	3,846	2,990	9,749	9,749	6,000	4,000	(5,749)	(2,000)	SIMS Rapid Deployment mandated training supplies
16-300-5720	POLICE- SMALL EQUIPMENT	-	519	3,933	-	-	4,000	43,000	43,000	39,000	(Corporal Loehrer) includes a new ballistic vest, 13 body worn cameras per State mandate ($20k)
16-500-7020	POLICE - EQUIPMENT - CAPITAL	56,183	59,691	79,051	83,637	83,637	180,000	105,000	21,363	(75,000)	FY 24-25, New Furninture throughout the PD, includes separating Patrol and the Detective Division. Professional paint job. Furniture and painting last updated in 2012
DEA	FUND 16 EXPENSES	94,352	104,454	132,498	155,038	157,261	259,970	223,400	66,139		
DEA	FUND 16 NET	(94,221)	25,140	22,771	98,415	101,739	(259,570)	(223,000)	(324,739)		

CITY OF PROSPECT HEIGHTS							Current Year	PROPOSED	25 budget		
FY24-25 Budget Detail		FY20-21	FY21-22	FY22-23	FY23-24	FY23-24	FY23-24	FY24-25	vs	24 budget	
GL Acct #	Description	Actual	Actual	Actual	10 mos	Projected	Budget	Budget	24 projected	vs 25 budget	Comments
FUND 17 - SOLID WASTE FUND											
17-100-3355	SOLID WASTE FEES	470,159	466,587	465,207	389,199	541,000	541,000	624,000	83,000	83,000	includes $1 incr per unit in fy24 for capital and $.75 per unit in fy25 for increasing costs due to inflation
Solid Waste	**FUND 17 REVENUE**	**470,172**	**466,587**	**465,207**	**389,199**	**541,000**	**541,000**	**624,000**	**83,000**		
17-300-5401	SERVICE CHARGE - GENERAL FUND	100,000	100,000	100,000	75,000	100,000	100,000	105,000	5,000	5,000	5% increase in FY25, no increase previous 3 years
17-300-5420	SWANCC CHARGES	329,036	328,480	366,345	318,930	392,070	392,070	404,800	12,730	12,730	Includes monthly rate of $33,731 plus estimated 2024 true-up charges
17-600-8090	INTERFUND TRANSFER OUT	-	85,000	75,000	30,000	40,000	40,000	110,000	70,000	70,000	Solid Waste Fund transfer for Capital Improvements
Solid Waste	**FUND 17 EXPENSES**	**429,036**	**513,730**	**541,345**	**423,930**	**532,070**	**532,070**	**619,800**	**87,730**		
Solid Waste	**FUND 17 NET**	**41,135**	**(47,143)**	**(76,138)**	**(34,731)**	**8,930**	**8,930**	**4,200**	**(4,730)**		
										31,105	
										33,731	
FUND 21 - SSA #1 FUND										2,626	
21-100-3000	REAL ESTATE TAXES	-	-	-	-	13,345	-	-	(13,345)	8%	
21-100-3800	INTEREST INCOME	2	2	9	9	9	-	-	(9)		
21-200-3990	TRANSFER IN	-	-	-	-	94,696	-	-	(94,696)		
SSA #1	**FUND 21 REVENUE**	**2**	**2**	**9**	**9**	**108,050**	**-**	**-**	**(108,050)**		
21-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	-		-		
21-300-8090	INTERFUND TRANSFER OUT	-	-	-	-	-	-		-		
SSA #1	**FUND 21 EXPENSES**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**		
SSA #1	**FUND 21 NET**	**2**	**2**	**9**	**9**	**108,050**	**-**	**-**	**(108,050)**		
FUND 22 - SSA #2 FUND											
22-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-		-		
22-100-3800	INTEREST INCOME	10	10	41	39	50	-		(50)		
SSA #2	**FUND 22 REVENUE**	**10**	**10**	**41**	**39**	**50**	**-**	**-**	**(50)**		
22-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	10,000	10,000	10,000		Conservative estimate for preliminary work re: future improvements
SSA #2	**FUND 22 EXPENSES**	**-**	**-**	**-**	**-**	**-**	**10,000**	**10,000**	**10,000**		
SSA #2	**FUND 22 NET**	**10**	**10**	**41**	**39**	**50**	**(10,000)**	**(10,000)**	**(10,050)**		
FUND 23 - SSA #3 FUND											
23-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-		-		
23-100-3800	INTEREST INCOME	68	68	388	134	150	-		(150)		
SSA #3	**FUND 23 REVENUE**	**68**	**68**	**388**	**134**	**150**	**-**	**-**	**(150)**		
23-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	10,000	10,000	10,000		Conservative estimate for preliminary work re: future improvements
SSA #3	**FUND 23 EXPENSES**	**-**	**-**	**-**	**-**	**-**	**10,000**	**10,000**	**10,000**		
SSA #3	**FUND 23 NET**	**68**	**68**	**388**	**134**	**150**	**(10,000)**	**(10,000)**	**(10,150)**		
FUND 24 - SSA #4 FUND											
24-100-3000	REAL ESTATE TAXES	-	-	-	-	-	-		-		
24-100-3800	INTEREST INCOME	9	9	35	34	40	-		(40)		
SSA #4	**FUND 24 REVENUE**	**9**	**9**	**35**	**34**	**40**	**-**	**-**	**(40)**		
24-300-5100	PROFESSIONAL SERVICES	-	-	-	-	-	10,000	10,000	10,000		
SSA #4	**FUND 24 EXPENSES**	**-**	**-**	**-**	**-**	**-**	**10,000**	**10,000**	**10,000**		
SSA #4	**FUND 24 NET**	**9**	**9**	**35**	**34**	**40**	**(10,000)**	**(10,000)**	**(10,040)**		

CITY OF PROSPECT HEIGHTS FY24-25 Budget Detail GL Acct #	Description	FY20-21 Actual	FY21-22 Actual	FY22-23 Actual	FY23-24 10 mos	FY23-24 Projected	Current Year FY23-24 Budget	PROPOSED FY24-25 Budget	25 budget vs 24 projected	24 budget vs 25 budget	Comments
FUND 25 - SSA #5 FUND											
25-100-3000	REAL ESTATE TAXES	26,972	27,019	26,913	17,293	30,000	31,390	33,550	3,550	2,160	Per 2023 tax levy request
25-100-3800	INTEREST INCOME	28	30	160	179	200	100		(200)	(100)	
SSA #5	FUND 25 REVENUE	27,001	27,048	27,072	17,473	30,200	31,490	33,550	3,350		
25-300-5050	SYSTEM MAINTENANCE	12,136	4,437	16,816	1,363	2,000	10,000	10,000	8,000	-	Area structure repairs
25-300-5100	PROFESSIONAL SERVICES	8,426	10,500	1,895	-	-	5,000	5,000	5,000	-	Contracted pump maintenance, structure replacements and rehab
25-300-5500	LIABILITY INSURANCE	875	2,263	4,332	4,700	5,000	4,800	5,300	300	500	Allocation of City's annual premium
25-300-7053	DRAINAGE IMPROVEMENTS	-	-	-	-	-	-		-		Eastside Stormwater Improvement to begin in FY26 per City Capital Improvement Plan
SSA #5	FUND 25 EXPENSES	21,437	17,200	23,043	6,063	7,000	19,800	20,300	13,300		
SSA #5	FUND 25 NET	5,564	9,848	4,029	11,410	23,200	11,690	13,250	(9,950)		
FUND 28 - SSA #8 FUND											
28-100-3000	REAL ESTATE TAXES	156,626	117,071	128,188	96,577	161,150	161,150	171,500	10,350	10,350	Per 2023 tax levy request
28-100-3800	INTEREST INCOME	103	181	1,095	315	500	800	500	-		
SSA #8	FUND 28 REVENUE	156,729	117,252	129,283	96,892	161,650	161,950	172,000	10,350		
28-300-5100	PROFESSIONAL SERVICES	10,592	3,327	7,206	38,345	40,000	12,000	12,000	(28,000)	-	Annual pump meg testing ($3k), generator test, repairs ($4k), crane rental and wall rep
28-300-5500	LIABILITY INSURANCE	875	2,263	4,332	4,700	5,000	4,800	5,300	300	500	
28-300-5710	OPERATING SUPPLIES	94	99	127	-	-	1,000	1,000	1,000	-	Generator Cord Set, Wear parts, gauge replacement, sluice gate ramp
28-300-7020	EQUIPMENT	-	-	1,259	670	1,000	5,000	5,000	4,000	-	Wear parts, gauge replacement, sluice gate ramp
SSA #8	FUND 28 EXPENSE	11,561	5,689	12,924	43,715	46,000	22,800	23,300	(22,700)		
SSA #8	FUND 28 NET	145,168	111,564	116,359	53,177	115,650	139,150	148,700	33,050		
FUND 30 - CAPITAL PROJECTS FUND											
30-115-3200	GRANT REVENUE	-	1,523,741	1,686,588	347,945	347,945	3,882,588	5,409,538	5,061,594	1,526,950	Second and final installment for ARPA capital projects funding in FY24
30-200-3990	INTERFUND TRANSFER IN	-	209,922	1,275,000	780,000	6,540,000	1,040,000	1,110,000	(5,430,000)	70,000	Solid Waste Fund ($110k) and General Fund ($1MM) for capital improvements
CIP	FUND 30 REVENUE	-	1,733,663	2,961,588	1,127,945	6,887,945	4,922,588	6,519,538	(368,407)		
30-550-7020	CITY IMPROVEMENTS/EQUIPMENT	-	41,673	7,863	247,210	300,000	6,500	156,000	(144,000)	149,500	
30-550-7050	STREET RESURFACING	62,550	387,054	122,713	-	-	75,000	20,000	20,000	(55,000)	
30-550-7060	SIDEWALKS	150,458	-	306,364	120,832	200,000	4,229,419	4,384,952	4,184,952	155,533	
30-550-7062	STORMWATER PROJECTS		-	-	2,475	100,000	581,000	1,735,200	1,635,200	1,154,200	
30-550-7063	DRAINAGE IMPROVEMENTS	47,082	14,403	394,107	186,204	250,000	1,791,200		(250,000)	(1,791,200)	
30-550-7064	DRAINAGE IMPR-WILLOW RD	18,440	8,354	106,774	65,850	100,000	-		(100,000)	-	
30-550-7065	DRAINAGE IMPR-ARLINGTON	849	86,763	3,889,716	356,792	500,000	-		(500,000)	-	
Capital	FUND 30 EXPENSE	315,454	538,247	4,827,537	979,363	1,450,000	6,683,119	6,296,152	4,846,152		
Capital	FUND 30 NET	(315,454)	1,195,417	(1,865,949)	148,582	5,437,945	(1,760,531)	223,386	(5,214,559)		
FUND 41 ROAD CONSTRUCTION DEBT FUND											
41-100-3000	REAL ESTATE TAXES	1,295,801	1,226,862	1,264,836	639,585	1,274,000	1,274,000	1,284,000	10,000	10,000	Per 2023 tax levy request
41-100-3800	INTEREST INCOME	274	237	1,086	633	800	500	500	(300)	-	
Rd Constr Debt	FUND 41 REVENUE	1,296,075	1,227,099	1,265,922	640,218	1,274,800	1,274,500	1,284,500	9,700		
41-300-5101	AUDIT & ACCTG	2,645	1,362	-	-	3,000	3,000		(3,000)	(3,000)	
41-300-5430	BANK FEES	1,450	550	605	605	1,000	1,000		(1,000)	(1,000)	
41-400-6000	PRINCIPAL	1,080,000	990,000	1,030,000	1,085,000	1,085,000	1,085,000	1,140,000	55,000	55,000	Debt service requirement per repayment schedule
41-400-6010	INTEREST	229,359	261,117	224,483	184,983	184,983	184,983	143,033	(41,950)	(41,950)	Debt service requirement per repayment schedule
41-400-6120	BOND ISSUANCE COSTS	83,958	-	-	-	-	-		-		
41-400-6125	BOND PROCEEDS	(4,195,000)	-	-	-	-	-		-		
41-400-6126	BOND PROCEEDS DISCOUNT	0	-	-	-	-	-		-		
41-400-6127	BOND PROCEEDS PREMIUM	(689,654)	-	-	-	-	-		-		
41-400-6128	PAYMENT TO ESCROW AGENT	4,798,341	-	-	-	-	-		-		
Rd Constr Debt	FUND 41 EXPENSES	1,311,099	1,253,029	1,255,088	1,270,588	1,273,983	1,273,983	1,283,033	9,051		
Rd Constr Debt	FUND 41 NET	(15,024)	(25,931)	10,834	(630,369)	818	517	1,467	650		

CITY OF PROSPECT HEIGHTS							Current Year	PROPOSED	25 budget		
FY24-25 Budget Detail		FY20-21	FY21-22	FY22-23	FY23-24	FY23-24	FY23-24	FY24-25	vs	24 budget	
GL Acct #	Description	Actual	Actual	Actual	10 mos	Projected	Budget	Budget	24 projected	vs 25 budget	Comments
FUND 46 - SSA #6 DEBT FUND											
46-100-3000	REAL ESTATE TAXES	221,120	230,598	224,047	103,027	218,733	218,733	219,000	267	267	Per 2023 tax levy request
46-100-3800	INTEREST INCOME	33	33	211	204	300	-	500	200	500	
46-160-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	-	-		
SSA #6	FUND 46 REVENUE	221,153	230,631	224,258	103,231	219,033	218,733	219,500	467		
46-300-5430	BANK FEES	550	550	605	1,155	1,200	-	1,200	-	1,200	
46-400-6000	PRINCIPAL	160,000	170,000	175,000	180,000	180,000	180,000	185,000	5,000	5,000	Debt service requirement per repayment schedule
46-400-6010	INTEREST	52,490	48,570	43,895	38,733	38,733	38,733	33,243	(5,490)	(5,490)	Debt service requirement per repayment schedule
SSA #6	FUND 46 EXPENSES	213,040	219,120	219,500	219,888	219,933	218,733	219,443	(490)		
SSA #6	FUND 46 NET	8,113	11,511	4,758	(116,656)	(900)	-	57	957		
FUND 51 - WATER FUND											
51-100-3800	INTEREST INCOME	3,472	1,809	72,846	125,024	160,000	10,000	70,000	(90,000)	60,000	Projected conservatively based on current market conditions
51-100-3880	WATER SALES	292,373	290,652	260,708	236,440	273,000	273,000	357,700	84,700	84,700	$6.51/1000 gallons
51-100-3881	WATER DELIVERY CHARGE	385,346	393,889	404,479	359,218	430,930	430,930	425,925	(5,005)	(5,005)	1090 customer meters x $32.56/month
51-100-3882	WATER INFRASTRUCTURE RESERVE	151,175	155,807	161,640	135,079	161,000	161,000	174,300	13,300	13,300	1090 customers x $13.33/month
51-100-3883	WATER DEBT RETIREMENT CHARGE	76,704	76,873	80,820	67,704	80,700	80,700	78,900	(1,800)	(1,800)	1090 customers x $6.03/month
51-100-3885	PENALTY	5,811	8,276	10,871	4,993	6,000	7,500	7,500	1,500	-	
Water	FUND 51 REVENUE	914,881	927,306	991,379	928,458	1,111,630	963,130	1,114,325	2,695		
51-300-4000	WAGES	83,683	71,138	83,215	69,459	79,830	79,830	79,800	(30)	(30)	1 fulltime employee and administrative time (increase of 2.75%)
51-300-4010	OVERTIME	40	-	120	-	1,500	4,000	4,000	2,500	-	
51-300-4100	HEALTH INSURANCE	28,537	35,691	38,377	34,546	36,300	36,300	28,500	(7,800)	(7,800)	Based on current premiums for Water department staff (1 FT, 1 PT)
51-300-4110	LIFE INSURANCE	296	124	124	96	150	150	125	(25)	(25)	Based on current premiums for Water department staff (1 FT, 1 PT)
51-300-4200	SOCIAL SECURITY	4,843	4,717	5,114	4,356	5,150	5,150	5,200	50	50	Based on budgeted wages at 6.2%
51-300-4210	MEDICARE	1,133	1,103	1,196	1,019	1,200	1,200	1,200	-	-	Based on budgeted wages at 1.45%
51-300-4220	IMRF	86,769	(16,644)	(13,330)	4,861	7,000	7,000	5,500	(1,500)	(1,500)	2024 rate 6.45%, estimate for 2025 6.77%
51-300-5000	BUILDING MAINTENANCE	244	1,155	149	242	15,000	15,000	15,000	-	-	Add Insulation, HVAC repair, misc repairs and security system ($10k)
51-300-5050	SYSTEM MAINTENANCE	6,588	3,797	26,455	4,379	18,000	36,000	30,000	12,000	(6,000)	Repair an estimated 6 water main breaks at $1200 each, 8 buffalo box repairs at $200 each, value/pipe repairs $25k , Failed section replacements and restoral- replace two valves 18k
51-300-5100	PROFESSIONAL SERVICES	18,111	20,476	55,669	25,377	38,000	51,500	53,700	15,700	2,200	IT support $12900 + $3k IT upgrade, Lab work, Courier expense, Pump servicing, Sensus updates, Emergency locating services, Flow Testing, Flush/exercise hydrants 7k,Valves exercise/assess/GPS add to GIS 15k plus IT computer support and Caselle upgrade
51-300-5101	AUDIT	4,193	3,405	6,620	8,390	9,000	7,000	7,200	(1,800)	200	Allocation of City's cost for annual audit
51-300-5102	FINANCIAL SERVICES	43,077	38,903	42,014	32,139	43,300	43,300	54,000	10,700	10,700	Allocation of City's annual cost for Financial Services
51-300-5200	POSTAGE	-	2,500	1,325	4,593	5,000	6,000	6,500	1,500	500	
51-300-5221	PRINTING	-	346	894	459	459	500	600	141	100	
51-300-5310	MEMBERSHIPS	361	1,030	533	933	1,500	1,500	1,500	-	-	AWWA, IRWA, etc
51-300-5330	TRAINING	483	10	3,199	996	4,500	4,500	4,500	-	-	Water operator training, continuing education and additional training for back-up operato
51-300-5410	UTILITIES	14,908	20,184	18,166	12,116	18,000	18,000	20,000	2,000	2,000	Includes Constellation Energy, Nicor, ComEd and Verizon charges/ comcast data
51-300-5412	WATER COST	254,758	271,865	252,445	254,306	368,500	312,000	380,000	11,500	68,000	
51-300-5430	CREDIT CARD & BANK CHARGES	17,043	12,743	13,796	11,476	13,000	15,000	13,000	-	(2,000)	Includes credit card processing fees from Paymentech and Xpress Bill Pay for online credit card payments
51-300-5500	LIABILITY INSURANCE	26,248	29,103	32,490	35,246	38,000	36,300	39,900	1,900	3,600	Allocation of the City's annual premium
51-300-5530	WORKERS COMPENSATION INSURANCE	3,007	3,673	4,365	3,037	4,200	4,200	4,200	-	-	Allocation of the City's annual premium
51-300-5634	STONE AND CONCRETE	390	-	6,980	-	-	4,000	4,000	4,000	-	Backfill and restoral of main breaks / concrete replacement
51-300-5661	METERS	1,623	-	4,342	2,835	5,000	35,000	5,000	-	(30,000)	Replace defective water meters 8 x $350 and 2 x $400 - 5yr full program
51-300-5750	CHEMICALS	746	-	139	-	300	500	500	200	-	Chlorine / Misc
51-300-5751	GASOLINE	782	1,628	1,822	1,295	2,000	1,800	2,000	-	200	Annual gasoline provision (150 month avg)
51-400-6000	PRINCIPAL	-	-	-	70,000	70,000	70,000	75,000	5,000	5,000	Principal payment on outstanding debt - final payment due in 2025
51-400-6010	INTEREST	15,373	14,595	7,551	7,400	7,400	7,400	3,900	(3,500)	(3,500)	Interest payment on outstanding debt - final payment due in 2025
51-500-7020	EQUIPMENT & IMPROVEMENTS	-	-	-	-	-	55,000	180,000	180,000	125,000	Per CIP Plan includes Water Resvoir Rehabilitation and Well House Parking Lot Replacement plus 50% utility truck
51-600-8000	DEPRECIATION	120,331	120,331	120,331	90,750	121,000	121,000	124,300	3,300	3,300	Annual depreciation provision
Water	FUND 51 EXPENSES	733,566	643,873	714,101	680,306	913,289	979,130	1,149,125	235,836		
Water	FUND 51 NET	181,316	283,434	277,278	248,152	198,341	(16,000)	(34,800)	(233,141)		

CITY OF PROSPECT HEIGHTS							Current Year	PROPOSED	25 budget		
FY24-25 Budget Detail		FY20-21	FY21-22	FY22-23	FY23-24	FY23-24	FY23-24	FY24-25	vs	24 budget	
GL Acct #	Description	Actual	Actual	Actual	10 mos	Projected	Budget	Budget	24 projected	vs 25 budget	Comments
FUND 52 - PARKING FUND											
52-100-3330	PARKING FEES	106	5,278	12,274	13,221	13,500	8,000	14,000	500	6,000	
52-200-3990	INTERFUND TRANSFER IN	55,000	105,000	112,000	84,000	112,000	112,000	115,000	3,000	3,000	Transfer in from General Fund for current year operations
Parking	FUND 52 REVENUE	55,106	110,278	124,274	97,221	125,500	120,000	129,000	3,500		
52-300-4001	ALLOCATED WAGES & BENEFITS	45,000	45,000	46,300	34,725	46,300	46,300	48,615	2,315	2,315	
52-300-5000	BUILDING MAINTENANCE	-	-	-	-	-	-	7,000	7,000	7,000	Interior and exterior buidling repairs
52-300-5100	PROFESSIONAL SERVICES	4,350	81	728	150	600	3,000	2,000	1,400	(1,000)	Fire alarm test/repair, hvac work, contracted out services
52-300-5410	UTILITIES	6,339	5,560	6,895	5,007	7,500	7,500	7,500	-	-	Includes Constellation Energy and Nicor charges for PW facilities
52-300-5511	FACILITY RENT	18,000	18,450	20,340	-	23,550	23,550	25,000	1,450	1,450	
52-300-5632	ICE CONTROL MAINTENANCE	-	900	1,808	475	1,000	2,000	2,000	1,000	-	Parking lot salt and bag salt for sidewalks and stairways and snow blower parts.
52-300-5710	OPERATING SUPPLIES	360	250	707	78	500	1,000	500	-	(500)	Paper towels, toilet paper, cleaning supplies, sign repair/replacement, plumbing parts, light bulbs
52-600-8000	DEPRECIATION	32,136	32,136	32,136	27,000	36,000	36,000	36,000	-	-	Annual depreciation provision
Parking	FUND 52 EXPENSES	114,995	107,769	108,914	67,435	115,450	119,350	128,615	13,165		
Parking	FUND 52 NET	(59,889)	2,509	15,360	29,786	10,050	650	385	(9,665)		
FUND 53 - SEWER FUND											
53-100-3800	INTEREST INCOME	795	572	-	28,585	30,000	1,000	12,000	(18,000)	11,000	Conservative estimate based on currnet market fluctuations
53-100-3801	INTEREST INCOME-PMA	274	708	7,973	26,252	30,000	5,000	12,000	(18,000)	7,000	
53-100-3884	SANITARY SEWER CHARGES	813,034	827,011	810,151	614,047	800,000	800,000	810,000	10,000	10,000	Estimated quarterly billings approx $200k per qtr
53-100-3885	PENALTY	7,088	7,648	8,676	7,495	8,000	6,000	6,000	(2,000)	-	
Sewer	FUND 53 REVENUE	821,192	835,940	826,800	676,379	868,000	812,000	840,000	(28,000)		
53-300-4000	WAGES	59,298	51,972	61,915	33,913	50,000	90,500	90,900	40,900	400	Includes one FT employee and 40% administrative staff
53-300-4100	HEALTH INSURANCE	10,000	28,057	28,138	23,300	45,000	40,800	32,800	(12,200)	(8,000)	Based on current premiums for Sewer department staff (1 FT, 1 PT)
53-300-4110	LIFE INSURANCE	150	127	-	-	-	150	125	125	(25)	Based on current premiums for Sewer department staff (1 FT, 1 PT)
53-300-4200	SOCIAL SECURITY	3,929	3,683	4,310	2,101	3,500	5,550	5,600	2,100	50	Based on budgeted wages at 6.2%
53-300-4210	MEDICARE	919	861	1,008	491	1,000	1,300	1,300	300	-	Based on budgeted wages at 1.45%
53-300-4220	IMRF	15,009	(3,083)	(8,125)	819	7,500	7,500	6,600	(900)	(900)	2024 rate 6.45%, estimate for 2025 6.77%
53-300-5050	SYSTEM MAINTENANCE	14,580	14,488	37,140	1,030	1,500	50,000	15,000	13,500	(35,000)	Sewer pipe and connections- 4 dig+fix locations, required upgrade of sewer suction
53-300-5100	PROFESSIONAL SERVICES	13,759	14,277	23,040	31,651	35,000	40,000	46,300	11,300	6,300	IT Support $17,200 (including Caseslle upgrade) +$3k IT upgrade + Consulting inspecto
53-300-5101	AUDIT	4,193	10,215	6,620	8,390	8,500	7,000	7,200	(1,300)	200	Allocation of City's cost for annual audit
53-300-5102	FINANCIAL SERVICES	43,077	82,382	88,229	67,493	90,000	90,000	109,200	19,200	19,200	Allocation of City cost for Financial Services
53-300-5200	POSTAGE	3,949	8,908	7,350	5,058	7,500	7,500	7,000	(500)	(500)	
53-300-5221	PRINTING	-	793	814	-	1,000	1,000	1,000	-	-	
53-300-5330	TRAINING	-	-	-	160	160	2,000	1,000	840	(1,000)	
53-300-5500	LIABILITY INSURANCE	52,496	53,898	54,150	58,744	60,500	60,500	66,500	6,000	6,000	Allocation of the City's workman's comp insurance premium
53-300-5530	WORKER'S COMP INSURANCE	752	1,389	1,746	1,215	1,700	1,700	1,700	-	-	Allocation of the City's liability insurance premium
53-500-7020	EQUIPMENT	-	-	-	-	20,000	38,900	40,000	20,000	1,100	50% Water/Sewer utility service truck $80k
53-500-7051	SYSTEM IMPROVEMENTS	1,986	4,204	18,542	227,501	285,000	407,800	327,800	42,800	(80,000)	Per CIP Plan, includes ongoing annual system improvements
Sewer	FUND 53 EXPENSES	224,096	272,172	324,877	461,866	617,860	852,200	770,025	152,165		
Sewer	FUND 53 NET	597,095	563,769	501,923	214,513	250,140	(40,200)	69,975	(180,165)		
FUND 71 - POLICE PENSION FUND											
71-100-3000	REAL ESTATE TAXES	338,131	432,485	412,455	227,614	450,000	450,000	480,000	30,000	30,000	Per approved 2023 Police Pension tax levy
71-100-3800	INTEREST INCOME	284,622	684,502	197,816	105,945	125,000	100,000	100,000	(25,000)	-	Conservative estimate based on current market fluctuations
71-100-3801	NET APPRECIATION - FV INV	4,681,369	(1,781,547)	46,272	1,504,475	1,600,000	350,000	350,000	(1,250,000)	-	Conservative estimate based on current market fluctuations
71-100-3860	CITY CONTRIBUTION	658,882	716,354	343,250	540,000	2,840,000	600,000	1,145,822	(1,694,178)	545,822	City Contribution
71-100-3861	EMPLOYEE CONTRIBUTION	215,081	218,155	237,052	166,378	249,567	240,063	254,054	4,487	13,991	Estimated contributions from active employees
71-100-3899	MISCELLANEOUS INCOME	-	-	-	-	-	-	-	-	-	
Police Pension	FUND 71 REVENUE	6,178,085	269,949	1,236,845	2,544,411	5,264,567	1,740,063	2,329,876	(2,934,691)		
71-300-4232	DISABILITY BENEFITS	131,779	131,779	131,779	87,853	131,800	135,733	135,733	3,933	-	Projected costs for FY25 disability pensions
71-300-4233	PENSION PAYMENTS	1,034,909	1,173,743	1,349,135	926,434	1,390,000	1,371,338	1,426,317	36,317	54,979	Projected costs for FY25 regular pension payments
71-300-5102	ADMINISTRATION	39,645	32,337	40,472	33,269	50,000	50,000	50,000	-	-	Includes professional services, filing and conference fees
71-300-5107	INVESTMENT EXPENSE	40,282	49,323	29,280	8,395	13,000	25,000	15,000	2,000	(10,000)	Annual cost for pension fund investment advisors
Police Pension	FUND 71 EXPENSES	1,246,615	1,387,182	1,550,667	1,055,951	1,584,800	1,582,071	1,627,050	42,250		
Police Pension	FUND 71 NET	4,931,470	(1,117,233)	(313,821)	1,488,460	3,679,767	157,992	702,826	(2,976,941)		

CITY OF PROSPECT HEIGHTS
Capital Improvements Plan, FY25-29

	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	Future projects
STREET RESURFACING	$ 20,000	$ 525,000	$ 4,780,000	$ 4,795,000	$ 4,745,000	$ 14,865,000	$ 4,745,000
STORMWATER PROJECTS	$ 2,074,200	$ 4,832,800	$ 745,000	$ 750,000	$ 3,770,000	$ 12,172,000	$ 730,000
SIDEWALKS	$ 4,384,952	$ 1,684,025	$ 522,000	$ 100,000	$ -	$ 6,690,977	$ -
WATER/SEWER IMPROVEMENTS	$ 507,800	$ 1,127,800	$ 692,800	$ 3,807,800	$ 1,527,800	$ 7,664,000	$ 6,639,000
VEHICLES/EQUIPMENT	$ 307,000	$ 341,000	$ 6,000	$ 6,000	$ -	$ 660,000	$ -
	$ 7,293,952	$ 8,510,625	$ 6,745,800	$ 9,458,800	$ 10,042,800	$ 42,051,977	$ 12,114,000
PROPOSED FUNDING SOURCES							
Referendum/Grants TBD	-	1,347,220	5,667,000	4,660,000	8,445,000	20,119,220	5,405,000
Grants awarded to City	5,409,538	3,446,800	-	-	-	8,856,338	-
MFT Fund	339,000	626,000	-	-	-	965,000	-
Tourism Fund	71,000	185,000	-	-	-	256,000	-
Capital Fund	886,614	1,777,805	386,000	991,000	70,000	4,111,419	70,000
Water Fund	220,000	300,000	365,000	3,480,000	1,200,000	5,565,000	5,000,000
Sewer Fund	367,800	827,800	327,800	327,800	327,800	2,179,000	1,639,000
	7,293,952	8,510,625	6,745,800	9,458,800	10,042,800	42,051,977	12,114,000
	-	-	-	-	-	-	-

Street Maintenance: The proposed 5-year street maintenance program has been established through the street evaluation process conducted by Gewalt Hamilton. The evaluation process provided a quantitative assessment of the roadway condition and allowed for the prioritizing of roads most in need of maintenance. This is determined by the utilization of a Pavement Condition Rating form to visually assess the pavements while noting general deficiency characteristics. These can then be compared to other segments of the system and ranked based on their individual PCR number. Lower condition rating numbers are considered to be more in need of correction, usually at a higher dollar value, than the higher-rating segments.

STREET RESURFACING PROJECTS	Funding Source	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	FY30+
Design Engineering (update road evaluation)	City	$ 20,000	$ 125,000	$ 130,000	$ 135,000	$ 70,000	$ 480,000	$ 70,000
2025 Street Resurfacing Program	MFT/Rebuild Illinois		$ 400,000				$ 400,000	
Construction Engineering	Referendum/MFT			$ 150,000	$ 160,000	$ 175,000	$ 485,000	$ 175,000
Various Street Resurfacing/Construction	Referendum			$ 4,500,000	$ 4,500,000	$ 4,500,000	$ 13,500,000	$ 4,500,000
Total Street Resurfacing Projects		$ 20,000	$ 525,000	$ 4,780,000	$ 4,795,000	$ 4,745,000	$ 14,865,000	$ 4,745,000

STORMWATER PROJECTS	Funding Source	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	FY30+
14-371 SF Flood Control Willow Rd Constr. Eng.	MFT/RBI	$159,000	$106,000				$ 265,000	
14-371 SF Flood Control Willow Rd Construction	MFT/RBI	$180,000	$120,000				$ 300,000	
14-371 SF Flood Control Willow Rd Construction	CCDOTH	$1,080,000	$720,000				$ 1,800,000	
14-371 SF Flood Control Willow Rd Construction	MWRD	$490,200	$326,800				$ 817,000	
Hillcrest Relief - Design Engineering	City		$40,000				$ 40,000	
Hillcrest Relief - Constr Eng	TBD			$45,000			$ 45,000	
Hillcrest Relief - Construction	TBD			$450,000			$ 450,000	
Elm Street/Elmhurst Road Culverts	City				$500,000		$ 500,000	
Willow Trails Eastside - Design Engr	City	$165,000					$ 165,000	
Willow Trails Eastside - Constr Engr	City		$220,000				$ 220,000	
Willow Trails Eastside - Construction	City share		$800,000				$ 800,000	
Willow Trails Eastside - Construction	St of IL - Comm Projects		$2,400,000				$ 2,400,000	
Dorset Area Improvements - Design Engr	City			$250,000	$250,000		$ 500,000	
Dorset Area Improvements - Constr Engr	TBD					$470,000	$ 470,000	
Dorset Area Improvements - Construction	TBD					$3,300,000	$ 3,300,000	$730,000
Contingency	City		$100,000				$ 100,000	
Total Stormwater Improvement Projects		$ 2,074,200	$ 4,832,800	$ 745,000	$ 750,000	$ 3,770,000	$ 12,172,000	$ 730,000

CITY OF PROSPECT HEIGHTS
Capital Improvements Plan, FY25-29

SIDEWALK IMPROVEMENT PROJECTS	Funding Source	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	FY30+
Wolf Road North Construction	City	$251,500					$ 251,500	
Wolf Road North Construction	County	$80,000					$ 80,000	
Wolf Road North Construction	ITEP fed	$1,257,510					$ 1,257,510	
Wolf Road North Ph 3 Const. Eng	State	$30,180					$ 30,180	
Wolf Road North Ph 3 Const. Eng	ITEP fed	$120,720					$ 120,720	
Wolf Road South Ph 3 Const. Eng	RTA fed	$16,500					$ 16,500	
Wolf Road South Ph 3 Const. Eng	CMAQ fed	$131,733					$ 131,733	
Wolf Road South Construction	City	$131,700					$ 131,700	
Wolf Road South Construction	CMAQ	$1,317,000					$ 1,317,000	
Wolf Road South Construction	RTA	$131,700					$ 131,700	
Wolf Road South Railroad Costs	Community Block Grant	$624,505					$ 624,505	
Camp McDonald (Grant) Phase 2	Invest in Cook Grant	$63,890					$ 63,890	
Camp McDonald (Local) Phase 2	City	$96,014					$ 96,014	
Camp McDonald ROW	City/Grant	$50,000					$ 50,000	
Camp McDonald (Local) Construction Eng.	City		$32,000				$ 32,000	
Camp McDonald (Grant) Construction Eng.	Grant TBD 80/20		$128,000				$ 128,000	
Camp McDonald (Local) Construction	Grant TBD 80/20		$1,161,620				$ 1,161,620	
Camp McDonald (Grant) Construction	City		$290,405				$ 290,405	
Elmhurst Road North - Ph 1 - Prelim Engineering	Invest in Cook Grant	$65,600					$ 65,600	
Elmhurst Road North - Ph 1	City	$16,400					$ 16,400	
Elmhurst Road North - Ph 2 - Final Engineering	TBD		$57,600				$ 57,600	
Elmhurst Road North - Ph 2	City		$14,400				$ 14,400	
Elmhurst Road North - Ph 3 - Construction Engineering	TBD			$72,000			$ 72,000	
Elmhurst Road North - Ph 3 - Construction	TBD			$450,000			$ 450,000	
Burning Bush Sidewalk	City				$100,000		$ 100,000	
Total Sidewalk Projects		$ 4,384,952	$ 1,684,025	$ 522,000	$ 100,000	$ -	$ 6,690,977	$ -

SEWER SYSTEM IMPROVEMENTS	Funding Source	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	FY30+
Design	Sewer Fund	$30,800	$30,800	$30,800	$30,800	$30,800	$ 154,000	$154,000
Construction	Sewer Fund	$269,500	$269,500	$269,500	$269,500	$269,500	$ 1,347,500	$1,347,500
Construction Engineering	Sewer Fund	$5,500	$5,500	$5,500	$5,500	$5,500	$ 27,500	$27,500
Contingency	Sewer Fund	$22,000	$22,000	$22,000	$22,000	$22,000	$ 110,000	$110,000
Sewer System Improvement Totals:		$ 327,800	$ 327,800	$ 327,800	$ 327,800	$ 327,800	$ 1,639,000	$ 1,639,000

CITY OF PROSPECT HEIGHTS
Capital Improvements Plan, FY25-29

OTHER IMPROVEMENTS, VEHICLES & EQUIPMENT		FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	5yr Total	FY30+
Sewer Truck (1999)	Sewer Fund		$500,000				$ 500,000	
Utility vehicle	Water and Sewer Fund (50/50)	$80,000					$ 80,000	
Hillcrest Lake Stabilization & Restoration (NRC)	City	$6,000	$6,000	$6,000	$6,000		$ 24,000	
Property Improvements - PW Parking lot, Public Safety garage	City	$150,000	$150,000				$ 300,000	
Apple/Winkelman Street Lighting Ph1 - Design	Tourism Fund	$10,000					$ 10,000	
Apple/Winkelman Street Lighting Ph2 - Construction	Tourism Fund		$185,000				$ 185,000	
City Monument Signs	Tourism Fund	$30,000					$ 30,000	
Tourism Camera Program	Tourism Fund	$31,000					$ 31,000	
Coldren Water Main Loop - Engr Design	Water Fund			$75,000			$ 75,000	
Coldren Water Main Loop - Construction & Engineering	Water Fund				$950,000		$ 950,000	
Rob Roy 15% Main Replacement Design	Water Fund			$75,000			$ 75,000	
Rob Roy 15% Construction & Engineering	Water Fund				$1,500,000		$ 1,500,000	
Camp McDonald Water Main Extension - Engineering Design	Water Fund				$80,000		$ 80,000	
Camp McDonald Water Main Extension - Construction & Engr	Water Fund					$1,200,000	$ 1,200,000	
Water Reservoir Rehabilitation	Water Fund	$155,000					$ 155,000	
Well House Parking Lot Replacement	Water Fund	$25,000					$ 25,000	
Pump Replacement	Water Fund			$140,000			$ 140,000	
System Evaluation Study	Water Fund		$200,000				$ 200,000	
Cauldron Water Main Loop	Water Fund			$75,000	$950,000		$ 1,025,000	
Water System improvements - Interconnect	Water Fund		$100,000				$ 100,000	
Continued System Rehabilitation	Water Fund						$ -	$5,000,000
Other Improvements, Vehicles and Equipment Totals:		$ 487,000	$ 1,141,000	$ 371,000	$ 3,486,000	$ 1,200,000	$ 6,685,000	$ 5,000,000

7,293,952	8,510,625	6,745,800	9,458,800	10,042,800	42,051,977	12,114,000
-	-	-	-	-	-	-

The City of
Prospect Heights

MEMORANDUM

Date: 3/5/2024

To: Patrick Ludvigsen, Mayor
City Council
Joe Wade, City Administrator

From: Peter Falcone

Subject: Declaration of Surplus Property – Police Department

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

The Prospect Heights Police Department is undergoing renovations and will be purchasing new office furniture and equipment. The old Police furniture and equipment have been declared surplus due to obsolescence, age, and being beyond economical repair

All items listed on Exhibit A are identified and deemed surplus.

The purchase of new furniture and equipment will replace the surplus items.

There will be no detrimental fiscal impact effects as a result of this surplus declaration. Any monies raised from this declaration will be returned to the City fund.

Staff recommends the Corporate Authorities approve Ordinance O-24-03 to surplus the attached property.

Thank You

PPF

Peter P Falcone
Assistant City Administrator

8 N. Elmhurst Road • Prospect Heights, Illinois 60070 • Phone: 847-398-6070 • Fax: 847-392-4244

ORDINANCE NO. O-24-03
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:

"All Items Listed on Exhibit A, Hereby Attached to the Ordinance"

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

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

PASSED and APPROVED this ____ day of March 2024

____
Patrick Ludvigsen, Mayor

ATTEST:

____
City Clerk

AYES: ______________________________________

NAYS: ______________________________________

ABSENT: ______________________________________

Published in pamphlet form ___________, 2024.

EXHIBIT A

Item Number	Item Description	Make/Brand	Hard Drive	Serial Number
1	Livescan Machine	Crossmatch Technologies	N/A	24002488642 (ACER MONITOR)
2	Fax Machine	Brother/MFC-8220	NO	U60995M2V555450
3	Monitor	Dell	NO	CN0KC14746633640659U
4	PC	LG	YES	N/A
5	Mouses for Wired Computer (11)	HP, Dell, Lenovo, EverFocus	NO	N/A
6	Laptop Computer	Lenovo Think Pad	NO	1S42361N2MJCWHZZ
7	PC	HP EliteDesk	YES	2UA4451RX6
8	PC	HP Compaq	YES	MXL13400FL
9	PC	HP Work Station	YES	2UA832139V
10	Battery Reconditioning Station	Motorola	NO	N/A
11	Color Printer	HP Color Laser Jet CP2025	NO	CNGS703240
12	Color Printers	HP Color Laser Jet CP2025	NO	CNGS703241
13	Typewriter	IBM Wheelwriter 10 Series II	NO	N/A
14	Server	Cisco Systems 2600	NO	FTX0920A0UQ
15	Server	Ever Focus Ecor 264	NO	1JH022510015
16	Server	Ever Focus Paragon 264	NO	1M5013310037
17	Server	Dell Power Edge 2850	NO	4MNVGB1
18	PC	HP Pro Desk	YES	MXL9042VWP
19	PC	HP Pro Desk	YES	MXL9042W5M
20	N/A	N/A	N/A	N/A
21	PC	HP Pro Desk	YES	MXL9042VZE
22	PC	HP Pro Desk	YES	2UA7221WHG
23	PC	HP Pro Desk	YES	MXL9042W4V
24	PC	HP Pro Desk	YES	MXL92651BT
25	PC	HP Pro Desk	YES	MXL713273J
26	PC	HP Pro Desk	YES	MXL9042W5P
27	Various Cables for Computer	Unkown Brand	NO	N/A
28	Alarm System-w/remote	Tattletale	NO	2101602
29	Wired Keyboards (17)	HP	NO	N/A
30	Monitor w/ stands	ASUS	NO	B6LMTF123239
31	Monitor w/stands	ASUS	NO	B6LMTF123206
32	Monitors w/removed stands	ASUS	NO	B6LMTF007585
33	Monitor w/removed stands	ASUS	NO	B6LMTF123296
34	Monitor w/removed stands	ASUS	NO	B6LMTF122785
35	Monitor w/removed stands	ASUS	NO	B6LMTF123209
36	Monitor w/removed stands	ASUS	NO	B6LMTF123647
37	Monitor w/removed stands	ASUS	NO	B6LMTF123192
38	Monitor w/stands	ASUS	NO	D3LMQS042603
39	Monitor w/stands	ASUS	NO	CBLMQS010705
40	Monitors	HP View Sonic V7	NO	CNC709QQ32
41	Monitors	HP View Sonic V7	NO	QAG073960229
42	Monitors	HP View Sonic V7	NO	193V71773BD10U82400506
43	Flashlight Parts	Mag-lite	NO	N/A
44	Flashlights	Mag-lite	NO	N/A
45	Card Readers (3)	Scanshell 800	NO	N/A
46	2 Portable Radios, mics and misc parts	Motorola XTS3000	NO	N/A
47	Office Phone	PAETEC	NO	9204000ADD85C749
48	Office Phone	Allworx	NO	9212000ADD8541BF
49	Office Phone	Cisco Systems	NO	INM07216385J
50	Verizon Network Extender	Samsung	NO	N/A
51	AED	Med Tronic	NO	32533886
52	AED	First Save AED	NO	334485
53	Computer Speakers	LabTec	NO	N/A
54	Printer Ink Cartridges (4)	Unkonwn Brand	NO	N/A
55	ID Card Printer	Genuine Products	NO	B2360822
56	Mugshot Lighting Kit	Smith Victor Corp.	NO	N/A
57	7 Cell Phones (7)	Apple iPhone	NO	N/A

The City of Prospect Heights

To: Mayor Ludvigsen and Members of the City Council

From: Joe Wade, City Administrator

Subject: Intergovernmental Grant Agreement Between the State of Illinois, Illinois Emergency Management Agency and Office of Homeland Security, and, City of Prospect Heights, for Willow Trails Area Storm Water Management Improvement Project

Date: March 21, 2024

Background
Storm water management improvements in the Willow Trails Park area have been a long-term goal of the City. The area has suffered periodic flooding events with notable damage to private property.

In 2012, the City's Drainage Study identified the area for targeted storm water management improvements and suggested possible engineering solutions. However, funding the proposals was beyond the City's capabilities.

In 2023, through the sponsorship of U.S. Representative Jan Schakowsky, the City secured a Federal Community Projects grant in the amount of $2,417,127, with a required local City match of $958,358, to fund the needed improvement.

Analysis
This project involves the upsizing of a relocated storm sewer and the creation of a detention basin within the southeast corner of Willow Trails Park. The approximate eastern half of the park is owned by the City of Prospect Heights.

This improvement will mitigate flooding in areas adjoining Willow Trails Park to the north, northeast and east, and the detention basin will provide for holding and releasing flood water in a managed and controlled manner.

The project is scheduled for bid letting in January/February, 2025, with construction targeted to commence, spring, 2025.

Approval of the agreement commits both parties to the project under defined terms. It also greenlights the project for necessary design and implementation funding.

Recommendation
Staff recommends passage of Resolution R-24-13 approving this agreement.

8 N. Elmhurst Road • Prospect Heights, Illinois 60070 • Phone: 847-398-6070 • Fax: 847-392-4244

Resolution: R-24-13

Resolution Authorizing Intergovernmental Agreement between The State of Illinois, Emergency Management Agency and Office of Homeland Security and the City of Prospect Heights, for the Willow Trails Storm Water Management Project

Whereas, storm water management improvements in the Willow Trails Park area of the City have been a long-time goal of the City and were recognized in the City's 2012 Drainage Plan; and,

Whereas, the City of Prospect Heights, through the sponsorship of U.S. Representative Jan Schakowsky, secured a Federal Community Projects grant in the amount of $2,417,127, with a required local City match of $985,358, to provide financial support of the project; and,

Whereas, project improvements involve upsizing a relocated storm sewer and the creation of a detention basin within the southeast corner of Willow Trails Park; and,

Whereas, this project is recognized and has been budgeted for in the City's Capital Improvement Plan; and,

Whereas, the City will meet all terms and conditions of this intergovernmental grant agreement.

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

Section One: The Prospect Heights City Council authorizes this Intergovernmental Agreement between the State of Illinois, Illinois Emergency Management Agency and Office of Homeland Security, and, the City of Prospect Heights, and directs the City Administrator to execute said agreement.

PASSED and APPROVED this 25 day of March, 2024

____

Patrick Ludvigsen, Mayor

Attest:

____

City Clerk

Ayes: ____

Nays: ____

Absent: ____

INTERGOVERNMENTAL GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, ILLINOIS EMERGENCY MANAGEMENT AGENCY
AND OFFICE OF HOMELAND SECURITY
AND
CITY OF PROSPECT HEIGHTS, ILLINOIS

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency Illinois Emergency Management Agency and Office of Homeland Security (Grantor) and City of Prospect Heights, IL (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	**Definitions**
Article II	**Award Information**
Article III	**Grantee Certifications and Representations**
Article IV	**Payment Requirements**
Article V	**Scope of Award Activities/Purpose of Award**
Article VI	**Budget**
Article VII	**Allowable Costs**
Article VIII	**Lobbying**
Article IX	**Maintenance and Accessibility of Records; Monitoring**
Article X	**Financial Reporting Requirements**
Article XI	**Performance Reporting Requirements**
Article XII	**Audit Requirements**
Article XIII	**Termination; Suspension; Non-compliance**
Article XIV	**Subcontracts/Subawards**
Article XV	**Notice of Change**
Article XVI	**Structural Reorganization and Reconstitution of Board Membership**
Article XVII	**Conflict of Interest**
Article XVIII	**Equipment or Property**
Article XIX	**Promotional Materials; Prior Notification**
Article XX	**Insurance**
Article XXI	**Lawsuits and Indemnification**
Article XXII	**Miscellaneous**
Exhibit A	**Project Description**
Exhibit B	**Deliverables or Milestones**
Exhibit C	**Contact Information**
Exhibit D	**Performance Measures and Standards**
Exhibit E	**Specific Conditions**

<u>PART TWO</u> – Grantor-Specific Terms

<u>PART THREE</u> – Project-Specific Terms

The Parties or their duly authorized representatives hereby execute this Agreement.

ILLINOIS EMERGENCY MANAGEMENT AGENCY AND OFFICE OF HOMELAND SECURITY

By: ____________________________________
Alicia Tate-Nadeau, Director
By: ____________________________________
Signature of Designee
Date: __________________________________
Printed Name: ___________________________
Printed Title: ____________________________
Designee

By: ______________________________________
Signature of Second Grantor Approver, if applicable
Date: __________________________________
Printed Name: Karl V. Pound
Printed Title: Chief Financial Officer
Second Grantor Approver

By: ______________________________________
Signature of Third Grantor Approver, if applicable
Date: __________________________________
Printed Name: Jonathan England
Printed Title: Staff Attorney
Third Grantor Approver

City of Prospect Heights, Illinois

By: ____________________________________
Mr Joe Wade, City Administrator
Date: __________________________________
Printed Name: __________________________
Printed Title: ____________________________
E-mail: _________________________________

By: ____
Signature of Second Grantee Approver, if applicable
Date: ______________________________________
Printed Name: ______________________________
Printed Title: _______________________________
Second Grantee Approver
(optional at Grantee's discretion)

PART ONE – THE UNIFORM TERMS

ARTICLE I
DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

"Allowable Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Award" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Budget" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Catalog of State Financial Assistance" or "CSFA" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Close-out Report" means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Cooperative Research and Development Agreement" has the same meaning as in 15 USC 3710a.

"Direct Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Financial Assistance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"GATU" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Agreement" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Grantee Portal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Obligations" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" means the federal System for Award Management (SAM), the federal repository into which an entity must provide information required for the conduct of business as a recipient.

"State Grantee Compliance Enforcement System" means the statewide framework for State agencies to manage occurrences of non-compliance with Award requirements.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II
AWARD INFORMATION

2.1. Term. This Agreement is effective on Date of Execution, and expires on May 02, 2026 (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds (check one) X must not exceed or ☐ are estimated to be **$**\_\_\_\_3,222,836.00\_\_\_\_\_\_\_\_\_\_, of which **$**____2,417,127.00___________ are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

1.1. Payment. Payment will be made as follows (*see* additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

The Grantee shall receive an amount not to exceed **$2,417,127.00** under this Agreement.

Such reimbursement by the Grantor is contingent on the receipt of timely, complete, and proper documentation from the Grantee in accordance with this Agreement.

1.2. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is ______NA_____________, the federal awarding agency is Federal Emergency Management Agency, and the Federal Award date is ____September 15th, 2023________. **If applicable, the Assistance Listing Program Title is Hazard Mitigation Grant Program Listing Number is 97.047. The Catalog of State Financial Assistance (CSFA) Number is 588-40-0451 and the CSFA Name is Hazard Mitigation Grant Program. If applicable, the State Award Identification Number (SAIN) is _______451-46059______________.**

ARTICLE II
GRANTEE CERTIFICATIONS AND REPRESENTATIONS

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and _______**ZX3JR3R54LH3**____________ is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: **________________36-2893978_________** is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is a governmental unit

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. Compliance with Uniform Grant Rules. Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. Representations and Use of Funds. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. Specific Certifications. Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than $5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC 1251 *et seq.*).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over $10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to $30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel**. For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*); and the Age Discrimination Act of 1975 (42 USC 6101 *et seq.*).

(q) **Internal Revenue Code and Illinois Income Tax Act**. Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE III
PAYMENT REQUIREMENTS

3.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

3.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A**, **PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

3.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO** OR **PART THREE**.

3.4. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

3.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

3.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

3.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee will be treated in accordance with 2 CFR 200.305(b)(9), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee must remit annually any amount due in accordance with 2 CFR 200.305(b)(9) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(8).

3.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in **ARTICLE II, PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

3.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

> By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE IV
SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

4.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

4.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

4.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE V
BUDGET

5.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

5.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision, is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

5.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VI
ALLOWABLE COSTS

6.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

6.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge

Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Governmentwide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge a de minimis rate of 10% of Modified Total Direct Cost which may be used indefinitely. No documentation is required to justify the 10% de minimis Indirect Cost Rate. 2 CFR 200.414(f).

6.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

6.4. Commercial Organization Cost Principles. The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

6.5. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System**. Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2

CFR 200.305(b)(7)(i) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation**. Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO**, **PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(i)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control**. Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control**. Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management**. Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

6.6. Profits. It is not permitted for any person or entity to earn a Profit from an Award. *See, e.g.*, 2 CFR 200.400(g); *see also* 30 ILCS 708/60(a)(7).

6.7. Management of Program Income. Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VII
LOBBYING

7.1. Improper Influence. Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

7.2. Federal Form LLL. If any federal funds, other than federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

7.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

7.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor’s family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over $25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

7.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

7.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than $10,000, and not more than $100,000, for each such failure.

ARTICLE VIII
MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

8.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

8.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

8.3. Failure to Maintain Books and Records. Failure to maintain books, records and supporting documentation, as described in this ARTICLE, establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

8.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE IX
FINANCIAL REPORTING REQUIREMENTS

9.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee due to the funding source or pursuant to specific award conditions. 2 CFR 200.208. Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.

9.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in **PART TWO** or **PART THREE**, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

9.3. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs, and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE X
PERFORMANCE REPORTING REQUIREMENTS

10.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in **PART TWO**, **PART THREE**, or **Exhibit E** pursuant to specific award conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

10.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE,** which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

10.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the period; where the accomplishments can be quantified, a computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

ARTICLE XI
AUDIT REQUIREMENTS

11.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

11.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

11.3. Entities That Are Not "For-Profit".

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends $750,000 or more in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than $750,000 in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends $500,000 or more in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO, PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than $500,000 in State-issued Awards, but expends $300,000 or more in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

11.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends $750,000 or more in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than $750,000 in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly-Traded Entities. If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

11.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

11.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

ARTICLE XII
TERMINATION; SUSPENSION; NON-COMPLIANCE

12.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(4).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 3.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities as set forth in **Exhibit A**, **PART TWO** or **PART THREE**.

12.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 3.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

12.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

12.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

12.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

12.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIII
SUBCONTRACTS/SUBAWARDS

13.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must notify any potential subrecipient that the subrecipient must obtain and provide to the Grantee a Unique Entity Identifier prior to receiving a subaward. 2 CFR 25.300.

13.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b)(2).

13.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XIV
NOTICE OF CHANGE

14.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

14.2. Failure to Provide Notification. To the extent permitted by Illinois law (*see* Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

14.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

14.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XV
STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

15.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as

Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVI
CONFLICT OF INTEREST

16.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.113; 30 ILCS 708/35.

16.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

16.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 16.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant an such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVII
EQUIPMENT OR PROPERTY

17.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

17.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.

17.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

17.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer's guidelines, federal and state laws or rules, and Grantor requirements stated herein.

17.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, Grantee must, to the greatest extent practicable under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders for work or products under this Award.

ARTICLE XVIII
PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

18.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grant Funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee must obtain Prior Approval for the use of those funds (2 CFR 200.467) and must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

18.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and must cooperate with Grantor in joint or coordinated releases of information.

ARTICLE XIX
INSURANCE

19.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in **PART TWO** or **PART THREE**.

19.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

ARTICLE XX
LAWSUITS AND INDEMNIFICATION

20.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

20.2. Indemnification and Liability.

(a) **Non-governmental entities**. This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) **Governmental entities**. This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

ARTICLE XXI
MISCELLANEOUS

21.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

21.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

21.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

21.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

21.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

21.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

21.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

21.8. Compliance with Law. This Agreement and Grantee's Obligations and services hereunder must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

21.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

21.10. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.

21.11. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

21.12. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

21.13. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

21.14. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

21.15. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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EXHIBIT A

PROJECT DESCRIPTION

The Grantor has been awarded a grant, **EMC-2023-PD-0003**, from the Federal Emergency Management Agency (FEMA) in accordance with the Hazard Mitigation Grant Program. As authorized by Section 404 of the Stafford Act, 42 U.S.C., the key purpose of funding a hazard mitigation planning program is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. These funds are also designed to assist States, territories, federally-recognized tribes, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events. The purpose of this grant is to reimburse Grantee for costs to complete the **City of Prospect Heights submitted under EMC-2023-PD-0003 Sub Application number LPDM-PJ-05-IL-2023-003.**

Scope of Work

The River Trails neighborhood in Prospect Heights currently suffers significant flood damages during rainstorm events. This region drains via two primary storm sewer systems that discharge to the Des Plaines River through Levee 37 via lift stations that were designed by the US Army Corps of Engineers and are operated and maintained by the City of Prospect Heights (Pump Station 3) and the Village of Mount Prospect (Pump Station 2). The conceptual design to address these flood damages includes additional detention storage at Willow Trails Park as well as additional and upsized storm sewers in surrounding neighborhoods. Project will reduce flooding frequencies for neighborhoods north, northeast, and east of the River Trails park. Mitigating the flooding in Prospect Heights will have a direct impact on saving residents the dollars necessary in responding to and recovering from the reoccurring flooding. Flooding in Prospect Hts has been our resolve to mitigate for decades, as exampled by the number of flooding mitigation needs on the Cook County Mitigation Plan. Mitigating flooding for this project will save area residents and municipalities dollars and time from managing the response to flooding in this specific area or needing to drive around flooded streets or areas. This is necessary for the region. Flooding and severe weather are the number 1 and 2 of natural disaster hazards as assessed in the Cook County Mitigation plan. Prospect Hts has been laser focus to transform the City from chronic flooding to no or minimal flooding. Of the 14 hazards identified in the Cook County Mitigation Plan, 7 have been completed. Prospect Hts has the grant experience, project experience, and the administrative expertise to complete this project, if funded, on time and within the constraints of all rules and regulations.

EXHIBIT B

DELIVERABLES OR MILESTONES

Deliverables are directly related to the successful completion of the approved scope of work in the HMGP DR LPDM-PJ-05-IL-2023-003Sub Application.

This area experiences flooding because this area is relatively flat and has historically been impacted by the flood levels in the Des Plaines River. While the storm sewer provides a means of draining this area, its capacity is exceeded for moderate to significant storm events, and the area floods. Some portions of this area were developed prior to the requirement for detention storage. There are no available photographs for this area during the July 23, 2011, storm event. The City has recently completed sewer cleaning operations, and found obstructions in the system, which have since been cleared. In general, structural approaches for alleviating flooding problems can be categorized into two types: storage creation, or conveyance improvements. Typically, conveyance improvements alone may cause impacts to downstream properties, and detailed modeling would be necessary to determine the location and magnitude of these impacts, which is beyond the scope of this study. There are various approaches to alleviating flooding for this area, some of which have already occurred or soon will be completed but are listed for completeness. 1. The 36"-48" system from the River Trails Condominiums to the Willow Woods West Detention Facility should be cleaned and televised. The size of the system appears to be adequate for its designed rainfall event. By cleaning this system and assuming that no rehabilitation to the sewer line is necessary (it has been assumed that the pipe does not need repairs), the Willow Woods West Detention Pond will experience higher water levels than it currently does, but that the adjacent parking area should experience less inundation. It appears that the City's televising found that the main blockage was occurring within the 48" pipe between the condominiums. This televising and cleaning should be performed at least every 5 years. 2. The Willow Trails Park can be modified to provide more storage and to directly take the outflow from the Quincy Park detention basin. The Quincy Park detention basin should be pumped after the detention basin is full or-the end of the storm event. The water from the Quincy Park basin enters the detention area of the park where it is restricted by a 12" pipe before entering the 30" RCP. By providing more storage and restricting this flow, the River Trails Condominiums storm sewer system can be surcharged to a lesser extent during storm events alleviating some of the flooding at the Tree Lane and Crabapple Drive intersection. This component will require coordination with the Park District. 3. Modify the outlet structure of the Willow Woods Condominiums West Detention Basin, dredge approximately one foot of the pond below NWL, and lower the outlet invert by replacing the 48" pipe from the structure to the next manhole structure. Approximately 75_ feet of storm sewer would be replaced. The purpose of this modification is to lower the invert of the outlet by 1 ft from. The goal of this is to provide more hydraulic head to the 3.6" -48" storm sewer system by lowering the normal water of the basin. Although some additional storage will be provided by this project, the improved conveyance of the 36"-48" storm sewer system is its main benefit,-, The additional storage can be considered as a factor of safety for overtopping the Willow Woods West detention basin in the events lower than the 10-year event. This project will require considerable coordination with the Village of Mount Prospect: 4. To reduce ponding the center parking lot of the River Trails Condominiums, the vacant lot west of the motel can be excavated to provided approximately 2.2 acre-feet of additional detention storage. This storage area will drain into the 21"-24" RCP storm sewer system along the east side of Willow Woods West basin. The outlet of the storage area consists of a 12" RCP storm sewer with a 3" restrictor. This storage area should reduce the ponding for storm events less than 10-year event.

EXHIBIT C

CONTACT INFORMATION

CONTACT FOR NOTIFICATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party shall be sent to the persons listed below.

GRANTOR CONTACT

Name: Zachary Krug

Title: Hazard Mitigation Section Manager

Address: 1020 S. Spring Street, Springfield, IL, 62704

Phone: 217-785-9942

TTY#: ______

Fax#: 217-785-8753

E-mail Address: zachary.krug@illinois.gov

GRANTEE CONTACT

Name: Joe Wade

Title: City Administrator

Address: 8 N. Elmhurst Rd
Prospect Heights, IL 60070

Phone: 847-398-6070

TTY #: ______

Fax #: ______

E-mail Address: jwade@prospect-heights.org

Additional Information: ______

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

Performance Measures include:

The Grantee shall submit quarterly status reports to the State Hazard Mitigation Officer (SHMO) within fifteen days following the end of the quarter (January 15, April 15, July 15, and October 15). Said report will include the status of the project, work completed toward the milestones described in Exhibit B, the anticipated project completion date, and financial information.

Performance Standards include:

1. Appropriate use of grant funds in accordance with the approved scope of work and budget, and the terms outlined in this Agreement.

2. The timely submittal of required documentation as defined herein.

3. Adequate results from grant monitoring conducted by the Grantor.

EXHIBIT E

SPECIFIC CONDITIONS

1. The Grantee will provide all necessary financial and managerial resources to meet the terms and conditions of this Agreement.

2. If the Grantee fails to expend or is over-advanced grant funds, the Grantor reserves the right to recapture funds in accordance with the applicable Federal or State laws and requirements.

3. The Grantor and FEMA retain statutory rights to use and to authorize others to use the Grantee's plan document

4. The Grantee will begin the project work within 30 days of the execution of the Agreement and complete all items of work within the term of the agreement unless an amendment is executed in accordance with Paragraph 22.4.

5. Grantor may remove (or reduce) a Specific Condition included in this Exhibit by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

6. **The Grantee agrees to comply with any special conditions contained in the Notice of State Award (NOSA) and that have been imposed as a result of the Grantee's programmatic, financial and administrative internal control questionnaires.**

   NOSA Special Conditions:

None

PART TWO – THE GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, the Grantor has the following additional requirements for its Grantee:

The Grantee agrees to comply with any special conditions contained in the Notice of State Award (NOSA) that have been imposed as a result of the Grantee's programmatic, financial and administrative internal control questionnaires.

1. If not submitted as part of the application, within 90 days after complete execution of the grant agreement, the subrecipient shall provide the following to IEMA:

   A. A Nondiscrimination Policy Statement referencing:
      i. Title VI of the Civil Rights Act of 1964
      ii. Section 504 of the Rehabilitation Act of 1972
      iii. Title IX of the Education Amendments Act of 1972
      iv. Age Discrimination Act of 1975
      v. U.S. Department of Homeland Security region 6 C.F.R. Part 9.

   B. List of designated staff to coordinate and carry out responsibilities related to compliance with the civil rights laws, including a description of the responsibilities;
   C. Procedures for accepting and responding to discrimination complaints;
   D. A language access policy and plan; and a disability access policy and reasonable accommodations procedure

PART THREE – THE PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and the Grantor-Specific Terms in **PART TWO**, the Grantor has the following additional requirements for this Project:

PAYMENT TERMS

Grantee shall receive approximately **$2,417,127.00** under this Agreement.

Item	Budget Line Description	Total Cost		Local Share		Federal Share	
1	Design Engineering:	$ 191,000.00		29%	$985,358.00	71%	$2,417,127.00
2	Construction Engineering:	$ 218,000.00					
3	EARTH EXCAVATION	$ 871,200.00					
4	TRENCH BACKFILL	$ 210,000.00					
5	TOPSOIL FURNISH AND PLACE, 6"	$ 70,500.00					
6	SEEDING, CLASS 2A	$ 1,800.00					
7	SEEDING, CLASS 4B	$ 84,600.00					
8	EROSION CONTROL BLANKET	$ 21,150.00					
9	CLASS D PATCHES	$ 105,000.00					
10	STORM SEWERS,12" RCP	$ 6,000.00					
11	STORM SEWERS,15" RCP	$ 33,770.00					
12	STORM SEWERS,18" RCP	$ 24,975.00					
13	STORM SEWERS, 24" RCP	$ 69,000.00					
14	STORM SEWERS, 30" RCP	$ 97,740.00					
15	STORM SEWERS, 36" RCP	$ 98,000.00					
16	STORM SEWERS, 48" RCP - AUGER & JACK	$ 315,000.00					
17	STORM SEWERS, 48" RCP	$ 177,500.00					
18	STORM MANHOLES, 60"	$ 55,000.00					
19	STORM MANHOLES, 72"	$ 26,000.00					
20	PRECAST REINF. FLARED END SECTION W/ GRATE, 24"	$ 13,500.00					
21	Precast Reinf. Flared End Section W/ Grate, 48"	$ 10,000.00					
22	Bikepath Relocation	$ 162,750.00					
23	Mobilization	$ 120,000.00					
24	Traffic Control & Protection (Special)	$ 150,000.00					
25	Contingency	$ 270,000.00					

The Grantee shall submit a signed request for payment/reimbursement form and a copy of the related receipts or invoices that verify expenditures for eligible grant funds to the Grantor for review by mail, or fax to the following addresses or fax number:

IEMA
Attention: State Hazard Mitigation Manager
1020 S Spring St
Springfield, IL 62704
Fax: (217)782-8753

IEMA-OHS

Illinois Emergency Management Agency and Office of Homeland Security

JB Pritzker
Governor

Alicia Tate-Nadeau
Director

March 11, 2024

Joe Wade
City Administrator
8 N. Elmhurst Rd
Prospect Heights, IL 60070

Dear Mr. Wade:

IEMA is pleased to announce that your organization has been selected to receive FEMA Legislative Pre-Disaster Mitigation (LPDM) funding LPDM-PJ-05-IL-2023-003. The table below lists details of your jurisdiction's award, including amount awarded and the performance period for this grant.

LPDM-PJ-05-IL-2023-003

Subrecipient:	Prospect Heights
Application:	LPDM-PJ-05-IL-2023-003
Federal Award Amount:	$2,417,127.00
Sub-Recipient Management Costs:	$0
Period of Performance:	September 15, 2023 through September 14, 2026

This funding is specifically awarded to assist your organization River Trails Stormwater Management Project. IEMA Hazard Mitigation Disaster Services Planner (DSP), Mr. Jeffrey Thompson has been assigned to provide further assistance to your organization. Mr. Thompson can be reached at (217) 557-0234 and email address Jeffrey.thompson@illinois.gov.

While the grant will be administered through the Illinois Emergency Management Agency's Hazard Mitigation Program, quarterly reporting will be required as a condition of the FEMA grant award and reporting process.

Should you have any questions, please do not hesitate to contact the Hazard Mitigation Section Manager, Zachary Krug, at 217-524-6513 or by email at **Zachary.krug@illinois.gov.**

Sincerely,

DocuSigned by:
Alicia Tate-Nadeau
5B1D0C78EC24C3...

Alicia Tate-Nadeau
Director

cc: Greg Nimmo, Chief of Recovery Division

Resolution: R-24-14

Resolution Authorizing the City of Prospect Heights to Enter into a Joint Participation Agreement with Central Management Services for the Purchase of Rock Salt and Authorizing the Public Works Director to Enter into a Purchase Contract for Rock Salt

Whereas, The City of Prospect Heights purchases and uses rock salt for snow removal operations each year; and,

Whereas, the City of Prospect Heights has found it cost effective to participate in joint purchasing agreements when purchasing rock salt; and,

Whereas, the Central Management Services requires interested municipalities to enter into a joint purchasing agreement and for the City to assign an authorized purchaser; and,

Whereas, the City of Prospect Heights City Council approves the City's participation in the Central Management Services joint purchasing agreement and has authorized Public Works Director Mark Roscoe to enter into a purchasing contract for rock salt.

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

Section One: The Prospect Heights City Council authorizes this Joint Purchasing Agreement with Central Management Services and authorizes the Public Works Director to enter into a purchasing agreement for rock salt.

PASSED and APPROVED this 25 day of March, 2024

____
Patrick Ludvigsen, Mayor

Attest:

____
City Clerk

Ayes: ____

Nays: ____

Absent: ____

City of Prospect Heights

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

MEMORANDUM

Date: 3-18-2024

To: Joe Wade

Cc: Peter Falcone

From: Mark W. Roscoe, Director of Public Works

Subject: Road Salt Purchase Requirement – State of Illinois

Joe,

Winter maintenance road salt is typically purchased thru the State of Illinois Central Management Services bid program. We have successfully used this program for years, and receive the best bulk pricing for road salt – due to the economies of scale. For reference last season the contract represented over 520 participants including State, Local Municipal. School Districts, Townships, Road, and Highway Departments. FY 23-24 we submitted for 700 tons with a minimum of 80% required purchase.

This year the State CMS Department requires all participants to submit an approval letter supporting the Authorized purchaser by the governing body of their organization. The attached Certificate provides purchasing authority for our continued joint participation in the CMS Road Salt Contract.

Thank You,

Mark W. Roscoe

Mark W. Roscoe
Director of Public Works
City of Prospect Heights
847-398-6070 x 264

Certificate of Authority by Vote

I, ____________________, **hereby certify** that I am duly elected Clerk/Secretary of
(Name)
City of Prospect Heights ("Governmental Unit"). I hereby certify the following is a true
(Name of Governmental Unit)

copy of a vote taken at a meeting of the Board of Directors (or equivalent governing body), duly called and held on 3-25, 2024, at which a quorum of the Members were present and voting.

Voted: That MARK Roscoe · Director (may list more than one person) is
(Name and Title)

duly authorized to enter into contracts, to include joint participation agreements, on behalf of City of Prospect Heights with the State of Illinois and any of
(Name of Governmental Unit)

its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to affect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract or joint participation agreement to which this certificate is attached. I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the Governmental Unit. To the extent that there are any limits on the authority of any listed individual to bind the Governmental Unit in contracts with the State of Illinois, all such limitations are expressly stated herein.

Dated: ____________________ **Attest:** ________________________
(Name & Title)

CMS CY2024-CY2025 Rock Salt Contract Joint Participation Agreement

This Rock Salt Joint Participation Agreement is offered to those governmental units who agree to participate in the CY2024-CY2025 Rock Salt solicitation and who agree to take delivery of required tonnage as specified in the resulting joint purchase master contract(s). The resulting joint purchase master contract(s) will be for a one (1) year term with no options to renew.

BY SUBMITTING THIS ROCK SALT CONTRACT JOINT PARTICIPATION AGREEMENT WITH A ROCK SALT TONNAGE AMOUNT, YOUR GOVERNMENTAL UNIT WILL BE OBLIGATED TO TAKE DELIVERY OF THAT SPECIFIED AMOUNT DURING THE CONTRACT TERM. READ THROUGH ALL TERMS OF THIS DOCUMENT, INCLUDING THE SIGNATORY'S CERTIFICATIONS, BEFORE SUBMISSION. IF YOU HAVE QUESTIONS ABOUT THE CERTIFICATIONS CONTAINED IN THIS AGREEMENT, CONTACT YOUR GOVERNMENTAL UNIT'S LEGAL COUNSEL.

If you have more than one Ship To location, you **MUST** complete a separate Contract Participation Agreement for each location.

The deadline to respond is 5:00 p.m. April 07, 2024. This submission date is firm and if you do not respond by this date, you will not be included in the new solicitation or resulting joint purchase master contract for Rock Salt for the CY2024-CY2025 season.

mroscoe@prospect-heights.org Switch account

The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form

* Indicates required question

The City of
Prospect Heights

To: Mayor Ludvigsen
Members of the City Council
Joe Wade, City Administrator

From: Peter Falcone, Assistant City Administrator

Subject: Resolution Authorizing Financial Management Services Renewal Agreement with Lauterbach and Amen, LLP

Background:
In April, 2017, Lauterbach and Amen was selected by the City Council to fill the City's financial management function. Since that time, their performance in meeting the City's financial management needs has been exceptional.

Because of the firm's level of performance, renewal terms are recommended to be incorporated into the previous services agreement.

Renewal terms will run May 1, 2024 through the fiscal year ending April 30, 2027 at a rate of $26,000 per month for the first year, $26,800 per month for the second year, and $27,600 per month for the third year. Lauterbach & Amen will also provide support services for vehicle sticker processing at a fixed fee of $6,800.

Analysis:
Experience has given Lauterbach and Amen a better understanding of the needs of filling the City's financial management account. Consequently, proposed additional hours are included with the renewal terms. Please note the firm has also absorbed what previously were outside payroll services. Lauterbach and Amen also provides support services during our very busy vehicle sticker season.

Despite the additional service demands and hours, the City still realizes savings for financial management services in comparison with prior years.

Recommendation:
Passage of Resolution R-24-15 and renewal of the financial services agreement with Lauterbach and Amen under the proposed updated terms is recommended.

Resolution R-24-15
Resolution Authorizing Renewal Agreement for Contracted Financial Management Services with Lauterbach and Amen

WHEREAS, the City of Prospect Heights operates a Finance Department which is responsible for the overarching financial management of the City, encompassing a multitude of functions, including, but not limited to accounting, operational and capital budgeting, financial forecasting, utility billing, payroll management, tax levy preparation, special service area administration, audit preparation, banking and investment management, administration of debt portfolio, maintenance and preparation of financial statements and reports, special studies/policy recommendations, accounts receivable/payable management, Police Pension Fund administration, purchasing policies and controls, customer service initiatives and other assorted services; and

WHEREAS, these tasks have been successfully managed by Lauterbach and Amen since May, 2017; and

WHEREAS, the City of Prospect Heights has evaluated the service renewal proposal of Lauterbach and Amen, LLP, and has found it to meet the needs of the City and a fair value.

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

SECTION ONE: The City Council finds the above recitals are true and correct and incorporates the same as part of this resolution.

SECTION TWO: The City hereby authorizes the hereby attached agreements, Exhibit A and B, with Lauterbach and Amen, LLP, subject to final approval by the City Attorney.

PASSED and APPROVED this 25 day of March, 2024

____

Attest: Patrick Ludvigsen, Mayor

____

City Clerk

Ayes: ____

Nays: ____

Absent: ____

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

Exhibit A

February 12, 2024

To the Honorable Mayor and Members of the Board of the City Council
City of Prospect Heights
Prospect Heights, Illinois

We are pleased to confirm our understanding of the services we are to provide for the City of Prospect Heights.

It is our understanding that Lauterbach & Amen, LLP will provide monthly accounting assistance to the City of Prospect Heights. Such assistance will be arranged between the City and Lauterbach & Amen, LLP and will be billed $26,000 per month for the year ending April 30, 2025, $26,800 per month for the year ending April 30, 2026 and $27,600 per month for the year ending April 30, 2027. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over 30 days.

The City agrees that during the term of this agreement and for a period of twelve months thereafter, the City shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the City to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the City of Prospect Heights, Illinois.

By: ____

Title: ____

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

February 12, 2024

Exhibit B

To the Honorable Mayor and Members of the City Council / City Administrator
City of Prospect Heights
Prospect Heights, Illinois

We are pleased to confirm our understanding of the services we are to provide for the City of Prospect Heights.

It is our understanding that Lauterbach & Amen, LLP will provide accounting assistance to the City of Prospect Heights for the 2024 vehicle sticker renewal process at a fixed fee of $6,800. In addition to the fixed fee, all incurred expenses for postage will be billed back to the City. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over 30 days.

The City agrees that during the term of this agreement and for a period of twelve months thereafter, the City shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the City to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the City of Prospect Heights, Illinois.

By: ______________________________

Title: ______________________________

March 20, 2024

To: Mayor Patrick Ludvigsen and Members of the City Council

From: Cheri Grieco, Finance Director

Subject: FY23-24 Yearend General Fund Inter-Fund Transfers

Background:

Given the City's planned capital improvements as detailed in the annual Capital Improvement Plan and the growing net pension liability for the Police Pension Fund, consideration is given to transferring available resources from the General Fund the Capital Improvement Fund and the Police Pension Fund. Additionally, other funds are reviewed to determine appropriate and adequate fund balance and if necessary, potential adjustments are identified.

Re: Capital Improvement Fund transfer proposed $5,500,000

Below is the table showing the history of capital contributions from the General Fund to the Capital Improvement Fund since the inception. Due to unknown impact of the COVID pandemic beginning in March 2020, General Fund transfers to capital were minimal from FY19-FY22 in anticipation of revenue shortfalls. Although the City experienced shortfalls in many revenue streams, other streams performed stronger resulting in an accumulation of fund balance. Included for FY23, for analysis, is a proposed unbudgeted transfer of $5,500,000 funded by the accumulation of excess revenue earned over the previous 5 years.

	net rev(exp) before cap contrib	capital contrib	net rev(exp)	
FY2018	1,445,975	7,120,743	(5,674,768)	initial capital fund deposit
FY2019	1,420,844	-	1,420,844	
FY2020	851,360	250,000	601,360	covid year
FY2021	1,725,620	-	1,725,620	covid year
FY2022	2,098,815	-	2,098,815	covid recovery year
FY2023	4,131,943	1,250,000	2,881,943	$500k Glenview, $468k investment income
FY2024	852,709	6,500,000	(5,647,291)	$310k Glenview, $901k investment income
FY2025 budget	1,302,861	1,000,000	302,861	
7-year totals	12,384,152	9,000,000	3,384,152	
7-year average	1,769,165	1,285,714	483,450	

Police Pension Fund transfer proposed $2,000,000

The table below shows the City's funded status for the Police Pension as of 4.30.23 compared to other surrounding communities. The funding status for FY24 (4.30.24) will be available sometime late summer and will include the positive impact of the past year market performance and, if approved by Council on Monday, the additional $2MM contribution for FY24.

MUNICIPALITY COMPARISON - FUNDED STATUS Source: Municipal Annual Audit Reports							
Fund Name	FY2019	FY 2020	FY 2021	FY 2022	FY 2023	YE	Unfunded Accrued Liability Dec 22 or Apr 23
Arlington Heights PD	73.77%	84.73%	89.53%	93.10%	76.79%	DEC	$ 48,350,494
Buffalo Grove PD	64.99%	72.20%	76.04%	83.24%	71.74%	DEC	$ 33,213,214
Glenview PD	67.40%	74.26%	76.18%	81.58%	65.36%	DEC	$ 46,267,908
Wheeling PD	62.92%	69.64%	72.79%	76.00%	64.57%	DEC	$ 33,691,532
Park Ridge PD	63.87%	65.88%	60.73%	76.04%	64.43%	DEC	$ 33,068,005
Rolling Meadows PD	53.22%	59.95%	64.08%	72.03%	61.60%	DEC	$ 34,420,639
Northbrook PD	53.39%	52.81%	51.50%	59.49%	57.59%	APR	$ 49,527,229
Palatine PD	55.34%	61.94%	66.76%	72.50%	56.80%	DEC	$ 67,777,245
Prospect Heights PD	**65.43%**	**59.78%**	**72.03%**	**66.78%**	**54.26%**	**APR**	**$ 17,403,744**
MT Prospect PD	55.48%	63.52%	69.86%	68.00%	54.22%	DEC	$ 65,040,859
Des Plaines PD	42.19%	46.07%	48.39%	52.38%	43.13%	DEC	$ 105,296,427

CITY OF PROSPECT HEIGHTS - PENSION FUNDING UPDATE							
Levy Year (FY)	Final Extension	Recommended contribution	Tax Levy Collections	City Contribution	City's Total Contribution	% of Recommended Contribution	% of Required Contribution
2023 (FY25) Budgeted	480,000	1,625,822	480,000	1,145,822	1,625,822	100%	200%
2022 (FY24)	448,168	1,443,168	448,168	2,840,000	3,288,168	228%	432%
2021 (FY23)	420,812	1,453,064	412,455	343,250	755,705	52%	101%
2020 (FY22)	411,497	1,238,854	432,485	716,354	1,148,839	93%	148%
2019 (FY21)	373,255	1,055,208	338,131	658,882	997,013	94%	136%
2018 (FY20)	363,698	1,002,709	350,889	634,496	985,385	98%	142%

Special Service Area #1 proposed transfer $100,000

Currently, SSA1 Fund has a liability to the General Fund for approximately $100,000. This balance owed has accumulated over time from sanitary sewer costs incurred within this area that were paid for with General Fund revenues. Given that this fund no longer collects property tax or any other fee-based revenue, we propose that this loss be recognized in FY24 and any future costs for SSA1 be funded by the City's current Sewer Fund.

General Fund projected ending fund balance 4.30.25

The projection below shows the General Fund ending fund balance (including the proposed transfers totaling $7,600,000). Per the Proposed FY24-25 Budget, the City's ending unassigned fund balance after the proposed transfers is projected to be 79%. As such, the City has adequate reserves to make the above recommended transfers.

General Fund - Fund Balance Projection	4/30/2025	
Non-Spendable	714,000	Due from Parking Fund and Prepaids
Restricted for Public Safety	59,100	Narcotics, Seized Assets, DUI
Committed - Emergency Reserve	3,340,000	30% of FY25 budgeted expenses
Unassigned Fund Balance	**8,385,787**	**79% of GF budgeted expenses**
Ending General Fund - Fund Balance	12,498,887	

Recommendation:
Staff recommends the City Council approve authorizing Inter-Fund Transfers from the General Fund for FY24 as follows:

$5,500,000 for future Capital Improvements

$2,000,000 additional City contribution to Police Pension

$100,000 to recognize loss from SSA#1 and close the fund

Resolution R-24-16
PROVIDING FOR CITY COUNCIL DIRECTION AND AUTHORIZATION FOR FY24 YEAREND INTER-FUND TRANSFERS FROM GENERAL FUND

WHEREAS, the City Council of the City of Prospect Heights has completed the review of the FY23-24 Projected Results and FY24-25 Proposed Annual Budget, Capital Improvement Plan, and Police Pension Actuarial Valuation report for fiscal year ending April 30, 2024, and

WHEREAS, the City Council of the City of Prospect Heights has examined the necessity of upcoming Capital Improvements Projects demands and funding; and

WHEREAS, the City Council of the City of Prospect Heights has reviewed the current Police Pension Liability and the projected future contribution increases, and

WHEREAS, the City Council of the City of Prospect Heights has reviewed the viability of Special Service Area #1 with inter-fund borrowing total to be approximately $100,000,

WHEREAS, the City Council of the City of Prospect Heights believe it to be both prudent and fiscally responsible to support current and future obligations of the City's Capital Improvement Plan and Police Pension Fund, and

WHEREAS, the City Council of the City of Prospect Heights believe it to be both prudent and fiscally responsible to recognize a loss from Special Service Area #1 (SSA #1) inter-fund borrowing from the General Fund and close the SSA #1 Fund; and

WHEREAS, the City Council of the City of Prospect Heights has determined that General Fund reserves are sufficient to provide for the above transfers and remaining reserves will be adequate to fund future operations of the City and represent strategic financial management of the City of Prospect Heights,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Prospect Heights, Cook County, Illinois, the City Council authorizes and directs the City Administrator to make the following unbudgeted transfers from the General Fund in FY 23-24:

$5,500,000 to Capital Improvement Fund for future capital improvements;
$2,000,000 to Police Pension Fund for future pension obligations;
$100,000 to Special Service Area #1 to close non-operating fund

PASSED AND APPROVED this 8th day of April, 2024

____
Patrick Ludvigsen, Mayor

ATTEST:

____
City Clerk

AYES: ____

NAYS: ____

ABSENT: ____

ORDINANCE NO. O-24-05
An Ordinance Amending Title 2
of the Prospect Heights City Code
(Liquor Licenses)

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 9, "Licenses: Classes, Fees, Limitations on Number and Hours of Operation," of the Prospect Heights City Code, as amended, is hereby further amended by deleting the following strikethrough text and adding the following underlined text to read as follows:

Class Of License	Annual Fee	Limitation On Number	Monday Through Thursday	Friday	Saturday	Sunday
A-2	$4,950.00	1	8:00 A.M. to 4:00 A.M. following	8:00 A.M. to 4:00 A.M. Saturday	8:00 A.M. to 4:00 A.M. Sunday	12:00 noon to ~~3~~4:00 A.M. following

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

PASSED and APPROVED this ____ day of April, 2024.

____
Patrick Ludvigsen, Mayor

ATTEST:

____
City Clerk

AYES: ______________________________

NAYS: ______________________________

ABSENT: ______________________________

9F

To: Mayor Pat Ludvigsen and Members of the City Council

From: Cheri Grieco, Finance Director

Date: March 25, 2024

Re: Ordinance 0-24-06 Water Rate Increase

Background:
The City of Prospect Heights reviews water rates on an annual basis to ensure fees are in line with the costs incurred to deliver the service. Original water rates were based upon the Water Study conducted in 2012/2013 which have since then been adjusted for annual debt service requirements, water costs incurred, capital improvements planned and ongoing operating costs. A review of Illinois American Water invoices showed an increase of 54% for the first 7 months of FY24 ($215k vs FY23 of $140k). This increase was mainly due to increased pass thru delivery charges from year to year.

Analysis:
There are four component costs that combine in determining the annual water rate. Analysis of these components is as follows:

- Delivery – increased due to higher budgeted variable expenses including system maintenance and professional services. FY25 budgeted capital expenditures are not included in this component.
- Infrastructure - based upon current depreciation and planned capital improvements.
- Debt Service Charges – based upon current debt service requirements for Series 2010 GO Debt Certificates that will be paid in full in December 2024.
- Water sales - based upon the water study rates and previous year consumption costs.

Water Rate Comparison	FY24-25	FY23-24
Delivery	32.56	32.95
Infrastructure	13.33	12.31
Debt Service	6.03	6.17
Water sales (per 1000 gals)	8.36	6.51
Total rate	60.28	57.93
$ incr	$ 2.34	$ 2.14
% incr	4.0%	3.8%

Recommendation:
Based on the above analysis, Staff recommends the City's water rate be increased to $60.28 for FY24-25 effective May 1, 2024.

CITY OF PROSPECT HEIGHTS
WATER RATE CALCULATION - FY25 PROPOSED BUDGET

CITY OF PROSPECT HEIGHTS
WATER ANALYSIS

Rate components:		FY2025 USE	FY2025 CALC	FY25 % CHG	FY2024	FY2024 % CHG	FY2023	FY2023 % CHG
Water Sales	per 1000 gals	8.36	8.36	28.4%	6.51	0.0%	6.51	0.0%
Delivery	monthly	32.56	32.56	-1.2%	32.95	6.9%	30.81	2.0%
Infrastructure	monthly	13.33	13.33	8.3%	12.31	0.0%	12.31	2.6%
Debt Service (FY25 done)	monthly	6.03	6.03	-2.2%	6.17	0.0%	6.17	5.6%
		60.28	60.28	4.0%	57.93	3.8%	55.80	2.3%
		# of meters	1,090		1,090		1,090	
		# of gals	42,800,000		41,849,000		41,500,000	

SALES	Calc FY25
Water cost	357,700
Delivery	425,925
Infrastructure	174,300
Debt Service	78,900
	1,036,825

	Budget - FY25	Budget $$ incr	Budget % incr	Budget - FY24	Budget - FY23	FY22 budget
Water Sales	357,700	84,700	31.0%	273,000	278,000	263,000
Delivery	425,900	(5,030)	-1.2%	430,930	403,000	395,000
Infrastructure	174,300	13,300	8.3%	161,000	156,000	156,000
Debt Service	78,900	(1,804)	-2.2%	80,704	80,000	76,000
	1,036,800	91,166	9.6%	945,634	917,000	890,000
$$ increase from PY	91,166			28,634	27,000	
% increase from PY	9.64%			3.12%	3.03%	

CITY OF PROSPECT HEIGHTS

WATER RATE CALCULATION - FY25 PROPOSED BUDGET

DELIVERY CHARGE -

Includes Water Fund Operating Expenses and Transfers Out for administrative services. This charge covers the costs associated with operating a water system - water operator, monthly billing servcies, chemicals and testing, electricity for the pump house, administrative services for accounting etc...

FY2025 - budgeted expenses	1,149,125	FY25 budget
Less - water cost	(380,000)	FY25 budget
Less - Depreciation	(124,300)	see below
Less - P&I	(78,900)	see below
Less-capital improvements	(140,000)	
Eligible expenses	425,925	
# of customers	1,090	
Cost per customer	391	
Monthly cost/customer	$ 32.56	

INFRASTRUCTURE MAINTENANCE CHARGE -

Includes Depreciation expense of the watermains, pump house, reservoirs, vehicle and equipment. Depreciation expense is calculatec using the historical cost divided by the expected useful life, as established by the City. This charge provides a savings mechanism for future system repairs/replacement based on historical cost, not projected replacement cost.

Depreciation per above	124,300	FY25 budget
Reserve for future capital	50,000	
Eligible expenses	174,300	
# of customers	1,090	
Cost per customer	160	
Monthly cost/customer	$ 13.33	

DEBT SERVICE CHARGE -

Includes Debt service expenses for principal and interest on the $800,000 Series 2010 Debt Certificates. This debt was issued to fund a portion of the Camp McDonald water main project establishing the permanent conection to its water supplier - Illinois American Water.

Debt service per above	78,900	FY25 budget
Eligible expenses	78,900	
# of customers	1,090	
Cost per customer	72	
Monthly cost/customer	$ 6.03	

WATER SALES CHARGE -

Includes the cost to buy water from its supplier (IL American) for resale to its customers. The charge per 1,000 gallons is calculated by dividing the cost of the total number of gallons projected to be purchased by the total number of gallons projected to be sold. The number of gals projected to be purchased exceeds the number projected to be sold to allow for system flushing, water main leaks, and water loss due to tightness of the system.

ORDINANCE NO. 0-24-06

AN ORDINANCE AMENDING ORDINANCE NO. 0-23-07
BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: Title 1, Chapter 7, Section 15. I Water Rates of the City Code is hereby amended as follows:

I. Water Rates

Each and every business or residential dwelling unit utilizing the City's water distribution system shall be considered a facility. Any facility having connection with the City's distribution system that may hereafter be constructed and used in connection with the distribution system shall pay the following rates per month:

	FY 2023-24	FY 2024-25
Water Supply Charge per 1,000 Gallons	$ 6.51	$ 8.36
Monthly Customer Delivery Charge	$ 32.95	$ 32.56
Monthly Infrastructure Reserve charge	$ 12.31	$ 13.33
Monthly Debt Service Charge	$ 6.17	$ 6.03

Supply charges by the city water supplier will be based on actual billed charges to the City and will be determined on an annual basis.

Water Rate effective date shall be May 1, 2024.

SECTION TWO: This ordinance shall be in full force and effect upon its passage, approval. And publication in pamphlet form and posting as prescribed by law.

PASSED and APPROVED this ____ day of April, 2024

____
Patrick Ludvigsen, Mayor

ATTEST

____
City Clerk

AYES: ______________________________

NAYS: ______________________________

ABSENT: ______________________________

Published in pamphlet form ___ April, 2024.

March 25, 2024

To: Mayor Patrick Ludvigsen and Members of the City Council

From: Finance Department

Subject: February 2024 Financial Report

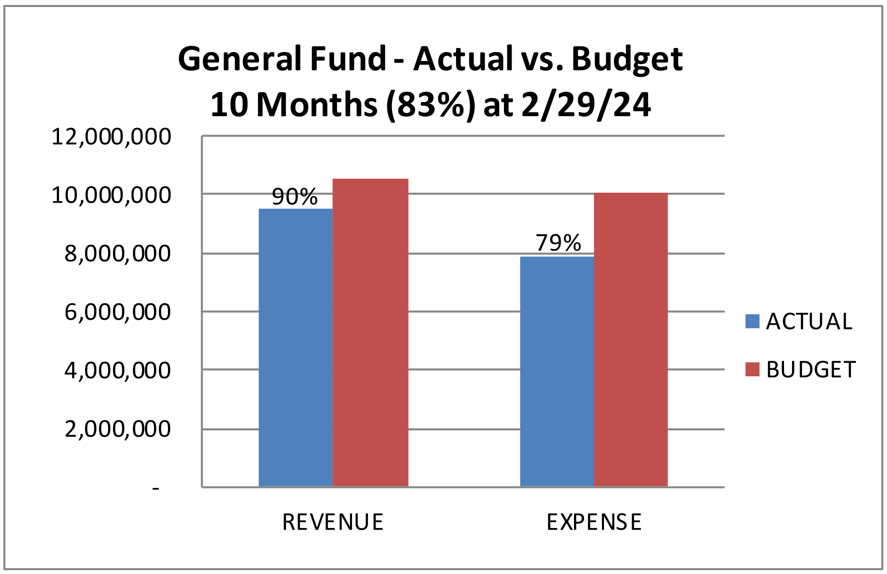
Attached is the Financial Report for 10 months ending February 29, 2024. With 83% of the year passed, for all funds combined, the City's total revenues represent 74.87% of budget and the total expenses reflect 57.41% of budget.

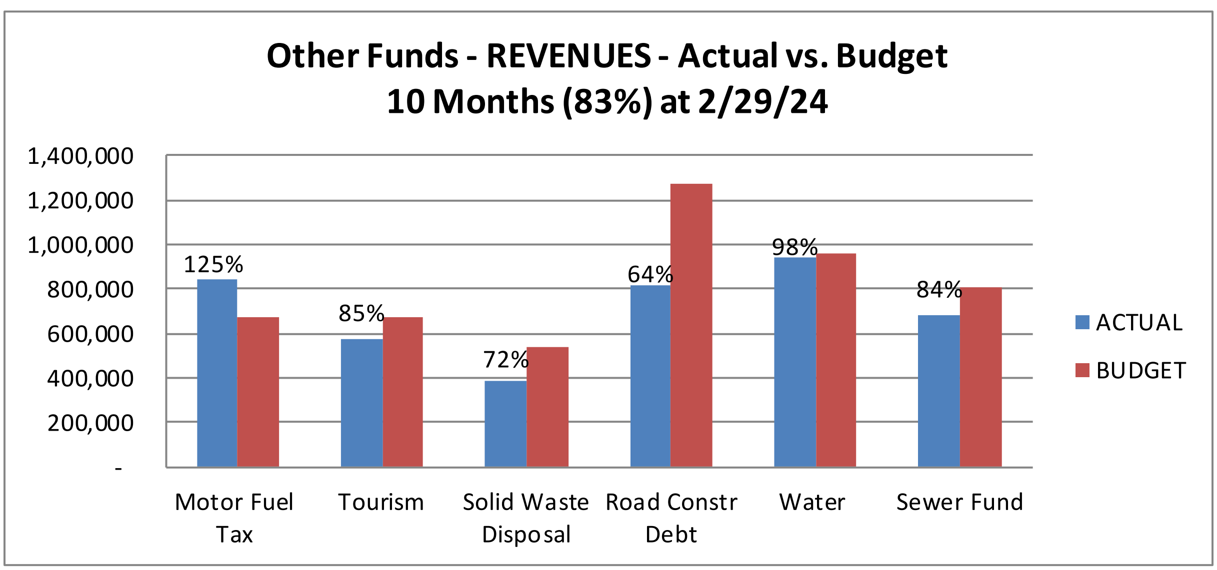
Additional financial information and/or further details will be provided upon request.

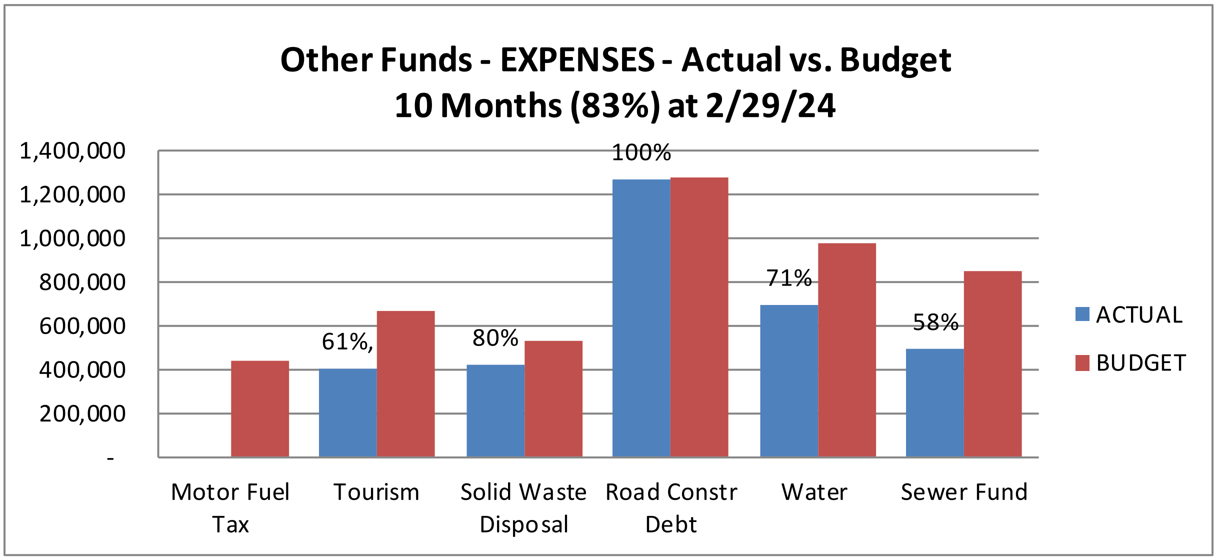
City of Prospect Heights
Financial Report – FY23-24
For the 10 Months Ending February 29, 2024

The following report highlights the financial position of the City of Prospect Heights for the period beginning May 1, 2023 through February 29, 2024 (10 ***months ~ 83% of year***) with an analysis on actual revenues and expenditures compared to fiscal year 2023/2024 budget.

Overall Fund Summary - The following charts highlight each of the City's major funds and how the YTD revenues and expenditures compare to budget:



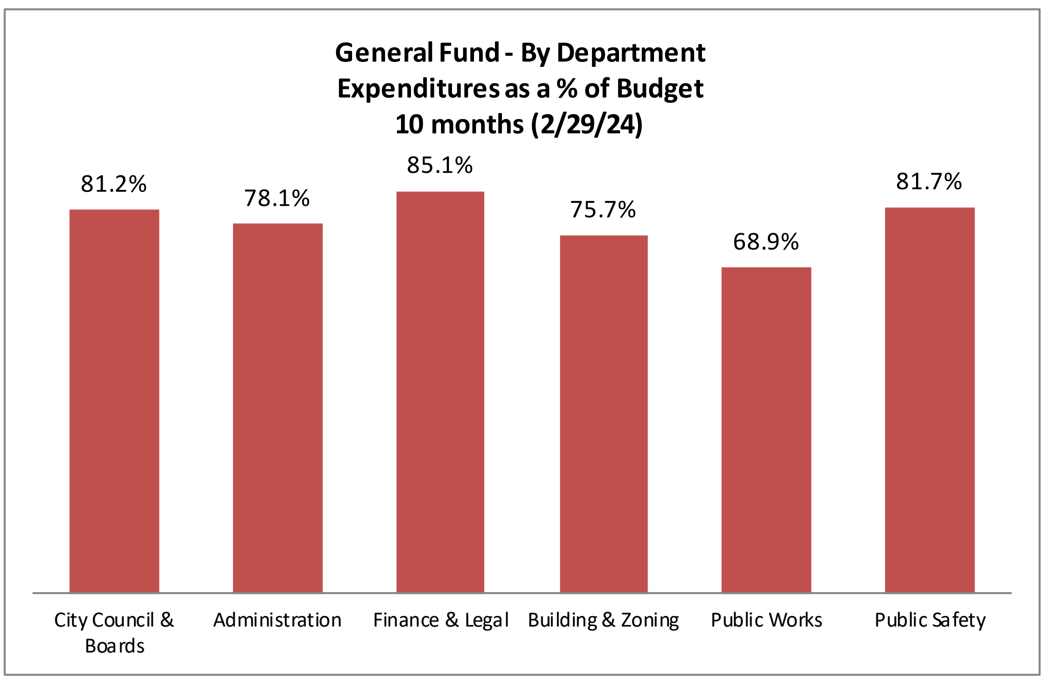




Revenue and Expenditures – By Fund

The City's overall YTD revenue is currently 74.87% of budget and the YTD expenses are coming in at 57.41% of budget (83% of the year has elapsed). The following budget variances are worth noting:

- General Fund Departmental Expenses – Expenses across all departments have been monitored closely to capitalize on lower costs and efficiencies where possible. The chart below shows departmental expenses as a % of current budget.



<u>General Fund Revenue</u> – Below is a comparison graph showing revenue collected for 10 months of each fiscal year compared to FY24. Of special note:

- FY 24/25 Vehicle Sticker campaign has begun in Febraury and continues through March and over the past month there has been a steady stream of residents purchasing their required vehicle sticker.
- Other significant revenues are in line with expectations.

Account Name	FY22 Actual	FY23 Actual	FY24 Actual	FY24 Budget	% to budget
USE TAX	500,039	528,768	506,954	635,000	79.8%
NON-HOME RULE SALES TA	430,972	483,438	468,388	525,000	89.2%
UTILITY - ELECTRIC	317,898	311,268	296,721	340,000	87.3%
UTILITY - NATURAL GAS	192,804	267,685	165,898	200,000	82.9%
UTILITY- TELEPHONE	121,468	116,298	109,876	130,000	84.5%
PLACES FOR EATING TAX	270,267	334,795	330,559	350,000	94.4%
HANDLE TAX - OTB	94,477	114,673	159,744	185,000	86.3%
CANNABIS TAX	282,176	253,164	229,847	300,000	76.6%
VIDEO GAMING TAX	235,722	244,042	277,341	280,000	99.1%
INCOME TAXES	1,956,937	2,229,421	2,222,731	2,500,000	88.9%
SALES TAXES	1,323,488	1,434,162	1,510,432	1,700,000	88.8%
VEHICLE STICKERS	228,134	332,257	304,005	700,000	43.4%

OTHER FUND HIGHLIGHTS

- <u>Motor Fuel Tax Fund</u> – Revenue is 124.59% of budget at this point in the year. No MFT project expenses were incurred so far.

- <u>Tourism Fund</u> – Receipts for Hotel tax are in line with budget 85.42%. Expenditures for Grant disbursements to hotels are paid quarterly when request for payment with supporting documentation is received.

- <u>DEA Seizure</u> – Revenue continues to trickle in due to backlog at the Federal level. Received in February 2024 a little over $29,000.

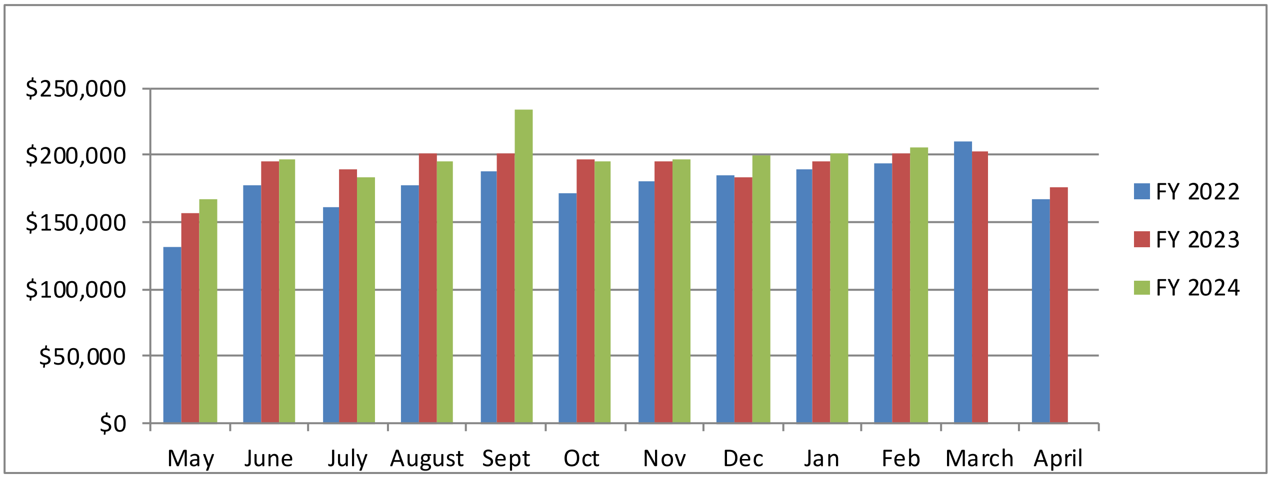
- <u>Solid Waste</u> – Revenues and expenditures are consistent with the budget.

- <u>SSA2, SSA3 and SSA4</u> – The City plans to utilize remaining fund balance to support capital improvements within the boundaries of these districts.

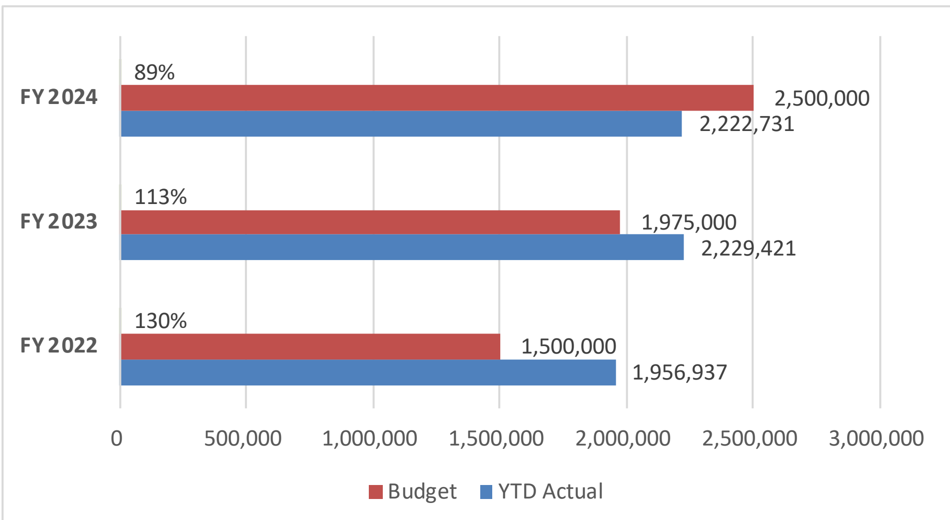
<u>Major General Fund Revenues</u>

Property Taxes – The City has received some more tax revenue in February 2024.

Sales Taxes – As of February 29, 2024 State Sales tax collected is $1.5MM which is $66k above than the same months last year.



Income Taxes – As of February 29, 2024, income tax revenue of $2.2MM represents 89% of budget. At the same time last year, income tax revenue was $2.2MM or 113% of budget. The timing of income tax receipts is dependent on the State's due dates and processing times.



Water and Sewer Funds

Water fund revenue is budgeted at $963k for FY24 of which $942k (98%) has been received. For February 2024, revenue and expenditures are consistent with prior year and in line with budget.

Sewer fund revenue is budgeted at $812k for FY24 of which 680k (83.77%) has been received. For February 2024, revenue and expenditures are consistent with prior year and in line with budget. Next quarterly billing is in April. The City continues to receive payments on outstanding delinquent accounts. Staff continues to monitor outstanding balances and will work the City Attorneys on those who have not responded to the delinquent letters.

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	LOCAL TAXES					
01-105-3005	USE TAX	57,362.84	506,953.71	635,000.00	128,046.29	79.8
01-105-3006	NON-HOME RULE SALES TAX	46,443.45	468,388.00	525,000.00	56,612.00	89.2
01-105-3010	UTILITY - ELECTRIC	33,874.72	296,721.43	340,000.00	43,278.57	87.3
01-105-3011	UTILITY - NATURAL GAS	34,557.33	165,898.08	200,000.00	34,101.92	83.0
01-105-3012	UTILITY- TELEPHONE	12,287.37	109,875.57	130,000.00	20,124.43	84.5
01-105-3030	ROAD & BRIDGE TAXES	4,075.05	18,150.05	25,000.00	6,849.95	72.6
01-105-3040	RENTAL CAR TAXES	2,468.86	27,517.62	22,500.00	(5,017.62)	122.3
01-105-3050	PLACES FOR EATING TAX	21,553.74	330,559.43	350,000.00	19,440.57	94.5
01-105-3060	HANDLE TAX - OTB	12,325.00	159,744.00	185,000.00	25,256.00	86.4
01-105-3064	CANNABIS TAX	22,462.40	229,846.85	300,000.00	70,153.15	76.6
01-105-3065	VIDEO GAMING TAX	26,871.70	277,340.99	280,000.00	2,659.01	99.1
01-105-3066	PULL TAB/CHARITABLE GAMING TAX	.00	4,471.50	6,000.00	1,528.50	74.5
	TOTAL LOCAL TAXES	274,282.46	2,595,467.23	2,998,500.00	403,032.77	86.6
	INTERGOVERNMENTAL REVENUES					
01-110-3100	INCOME TAXES	242,342.35	2,222,731.22	2,500,000.00	277,268.78	88.9
01-110-3101	PERSONAL PROPERTY REPLACE TAX	.00	10,803.70	25,000.00	14,196.30	43.2
01-110-3110	SALES TAXES	159,280.50	1,510,432.37	1,700,000.00	189,567.63	88.9
01-110-3111	GLENVIEW SHARED REVENUE	.00	.00	45,000.00	45,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUES	401,622.85	3,743,967.29	4,270,000.00	526,032.71	87.7
	GRANTS REVENUE					
01-115-3202	GRANT - COPS (FEDERAL)	.00	.00	26,788.00	26,788.00	.0
01-115-3215	GRANT - IPRF SAFETY GRANT	.00	14,472.00	14,475.00	3.00	100.0
01-115-3246	GRANT-POLICE EQUIPMENT	.00	3,000.00	3,000.00	.00	100.0
	TOTAL GRANTS REVENUE	.00	17,472.00	44,263.00	26,791.00	39.5
	LICENSES & FEES					
01-120-3300	VEHICLE STICKERS	200,412.00	304,004.50	700,000.00	395,995.50	43.4
01-120-3310	VEH. STICKERS SENIORS	18,445.00	21,407.00	35,000.00	13,593.00	61.2
01-120-3320	VEH. STICKERS LATE FEES	.00	59,941.00	20,000.00	(39,941.00)	299.7
01-120-3321	VEH. STICKERS TRANSFERS	.00	75.00	200.00	125.00	37.5
01-120-3342	LICENSES - ANIMALS	3,523.00	4,419.00	10,000.00	5,581.00	44.2
01-120-3343	LICENSES - LIQUOR	.00	10,400.00	100,000.00	89,600.00	10.4
01-120-3344	LICENSES - BUSINESS	.00	6,429.50	50,000.00	43,570.50	12.9
01-120-3346	LICENSES - CONTRACTORS	2,200.00	32,900.00	35,000.00	2,100.00	94.0
01-120-3348	LICENSE - AGREEMENTS	1,866.67	33,866.70	30,000.00	(3,866.70)	112.9
	TOTAL LICENSES & FEES	226,446.67	473,442.70	980,200.00	506,757.30	48.3

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FRANCHISE FEES					
01-125-3350	CABLE FRANCHISE FEES	37,094.58	171,614.63	150,000.00	(21,614.63)	114.4
01-125-3351	CABLE FRANCHISE - PEG FEES	2,599.80	14,233.03	15,000.00	766.97	94.9
01-125-3355	SOLID WASTE FRANCHISE FEES	9,193.61	91,942.02	105,600.00	13,657.98	87.1
01-125-3360	NATURAL GAS FRANCHISE FEES	.00	35,145.80	25,000.00	(10,145.80)	140.6
	TOTAL FRANCHISE FEES	48,887.99	312,935.48	295,600.00	(17,335.48)	105.9
	BUILDING & ZONING FEES					
01-130-3400	BUILDING PERMITS	12,213.50	259,784.00	240,000.00	(19,784.00)	108.2
01-130-3402	PUBLIC HEARING FEES	.00	2,100.00	5,000.00	2,900.00	42.0
01-130-3403	ELEVATOR INSPECTION FEE	.00	700.00	4,900.00	4,200.00	14.3
01-130-3404	INSPECTIONS - BUILDINGS	275.00	3,625.00	1,200.00	(2,425.00)	302.1
01-130-3405	HEALTH INSPECTION FEE	.00	.00	1,000.00	1,000.00	.0
01-130-3406	INSPECTIONS - BUILDINGS	100.00	1,264.00	13,085.00	11,821.00	9.7
01-130-3407	ENGINEERING PERMIT FEES	465.00	8,630.90	10,000.00	1,369.10	86.3
01-130-3408	VACANT FORECLOSURE REGIS	.00	2,700.00	6,500.00	3,800.00	41.5
01-130-3410	BUILDING RE-INSP. FEE	.00	.00	1,000.00	1,000.00	.0
01-130-3411	INSPECTIONS - RENTALS	15,600.00	82,122.00	236,250.00	154,128.00	34.8
	TOTAL BUILDING & ZONING FEES	28,653.50	360,925.90	518,935.00	158,009.10	69.6
	PUBLIC SAFETY FINES & FEES					
01-140-3500	TRAFFIC FINES	30,973.04	373,811.71	275,000.00	(98,811.71)	135.9
01-140-3505	ORDINANCE & PARKING FINES	9,688.15	109,850.51	130,000.00	20,149.49	84.5
01-140-3510	LIQUOR FINES	2,000.00	2,000.00	.00	(2,000.00)	.0
01-140-3515	VEHICLE SEIZURE FEE	.00	32,000.00	36,750.00	4,750.00	87.1
01-140-3520	DUI ASSESSMENTS	.00	700.00	1,500.00	800.00	46.7
01-140-3525	POLICE ALARM LICENSES & FEES	3,925.00	8,795.00	10,000.00	1,205.00	88.0
	TOTAL PUBLIC SAFETY FINES & FEES	46,586.19	527,157.22	453,250.00	(73,907.22)	116.3
	PUBLIC SAFETY SPECIAL REVENUE					
01-145-3551	POLICE REVENUE-DEA TASK FORCE	.00	13,464.36	19,500.00	6,035.64	69.1
01-145-3553	POLICE REVENUE-SPECIAL DETAILS	2,762.50	29,171.00	15,000.00	(14,171.00)	194.5
01-145-3555	POLICE REVENUE - SEIZED ASSETS	.00	.00	1,500.00	1,500.00	.0
	TOTAL PUBLIC SAFETY SPECIAL REVENUE	2,762.50	42,635.36	36,000.00	(6,635.36)	118.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	INTERFUND SERVICE CHARGES					
01-150-3613	TOURISM SERVICE CHARGE	.00	47,250.00	63,000.00	15,750.00	75.0
01-150-3617	SOLID WASTE SERVICE CHARGE	.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL INTERFUND SERVICE CHARGES	.00	122,250.00	163,000.00	40,750.00	75.0
	REIMBURSABLE INCOME					
01-155-3700	SALARY REIMB - GUARDS/WORK COM	.00	21,541.14	32,000.00	10,458.86	67.3
01-155-3702	EMPLOYEE INS. REIMBURSEMENT	.00	.00	63,200.00	63,200.00	.0
01-155-3703	RETIREE HEALTH INS REIMBURSE	5,968.25	73,673.22	100,950.00	27,276.78	73.0
01-155-3720	FIRE DISTRICT GAS REIMB.	1,655.70	6,254.14	7,200.00	945.86	86.9
01-155-3730	INSURANCE REIMBURSEMENTS	.00	35,030.12	10,000.00	(25,030.12)	350.3
01-155-3741	BUILDING & ENG DEPT REIMB FEES	116.25	3,862.33	750.00	(3,112.33)	515.0
01-155-3745	PUBLIC SAFETY REIMBURSABLE FEE	.00	7,142.00	.00	(7,142.00)	.0
	TOTAL REIMBURSABLE INCOME	7,740.20	147,502.95	214,100.00	66,597.05	68.9
	OTHER REVENUES					
01-160-3800	INTEREST INCOME	9,989.40	102,677.80	50,000.00	(52,677.80)	205.4
01-160-3801	INTEREST INCOME - IL FUNDS	60,682.27	641,802.69	160,000.00	(481,802.69)	401.1
01-160-3802	DIVIDEND INCOME - PMA	12,750.55	179,122.54	60,000.00	(119,122.54)	298.5
01-160-3810	NEWSLETTER ADVERTISING	.00	2,340.00	5,500.00	3,160.00	42.6
01-160-3815	SPONSORSHIP & CONTRIBUTIONS	.00	11,000.00	10,000.00	(1,000.00)	110.0
01-160-3820	SALE OF CITY PROPERTY	.00	8,550.00	.00	(8,550.00)	.0
01-160-3830	GASOLINE REBATE	.00	1,558.90	1,800.00	241.10	86.6
01-160-3840	AIRPORT MEETING FEES	.00	.00	3,000.00	3,000.00	.0
01-160-3855	SOLID WASTE - RECYCLING REBATE	.00	.00	13,000.00	13,000.00	.0
01-160-3899	MISCELLANEOUS INCOME	235.00	19,014.90	15,000.00	(4,014.90)	126.8
	TOTAL OTHER REVENUES	83,657.22	966,066.83	318,300.00	(647,766.83)	303.5
	OTHER FINANCING SOURCES					
01-200-3990	INTERFUND TRANSFER IN	.00	175,725.00	234,300.00	58,575.00	75.0
	TOTAL OTHER FINANCING SOURCES	.00	175,725.00	234,300.00	58,575.00	75.0
	TOTAL FUND REVENUE	1,120,639.58	9,485,547.96	10,526,448.00	1,040,900.04	90.1

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CITY COUNCIL & BOARDS					
01-310-4000	WAGES	11,264.62	94,252.58	101,000.00	6,747.42	93.3
01-310-4100	HEALTH INSURANCE	890.26	6,686.07	10,600.00	3,913.93	63.1
01-310-4110	LIFE INSURANCE COUNCIL/AV	10.17	70.81	100.00	29.19	70.8
01-310-4200	SOCIAL SECURITY	413.80	5,116.90	6,300.00	1,183.10	81.2
01-310-4210	MEDICARE	96.74	1,196.69	1,500.00	303.31	79.8
01-310-4220	IMRF	.00	2,660.90	3,600.00	939.10	73.9
01-310-5100	PROFESSIONAL SERVICES	50.00	975.45	.00	(975.45)	.0
01-310-5300	ALDERMANIC EXPENSES	.00	1,612.16	2,000.00	387.84	80.6
01-310-5310	MEMBERSHIPS	.00	11,449.83	12,400.00	950.17	92.3
01-310-5950	SPECIAL EVENTS	.00	39,236.25	43,000.00	3,763.75	91.3
01-310-5960	NRC OPERATIONS	2,929.78	7,487.60	8,126.00	638.40	92.1
01-310-7020	EQUIPMENT	.00	5,588.62	28,650.00	23,061.38	19.5
	TOTAL CITY COUNCIL & BOARDS	15,655.37	176,333.86	217,276.00	40,942.14	81.2
	ADMINISTRATION					
01-320-4000	WAGES	28,116.66	309,885.67	360,000.00	50,114.33	86.1
01-320-4100	HEALTH INSURANCE	4,039.86	30,492.94	40,700.00	10,207.06	74.9
01-320-4110	LIFE INSURANCE	41.53	289.05	350.00	60.95	82.6
01-320-4200	SOCIAL SECURITY	1,714.96	17,864.24	22,400.00	4,535.76	79.8
01-320-4210	MEDICARE	401.09	4,415.93	5,300.00	884.07	83.3
01-320-4220	IMRF	.00	20,477.42	27,000.00	6,522.58	75.8
01-320-5100	PROFESSIONAL SERVICES	956.25	11,403.72	13,000.00	1,596.28	87.7
01-320-5105	PROFESSIONAL FEES - ENGR	4,785.77	35,525.58	60,000.00	24,474.42	59.2
01-320-5106	PROFESSIONAL FEES - GOV IT SYS	680.00	19,729.50	20,000.00	270.50	98.7
01-320-5130	COMPUTER CONSULTANT	1,260.50	8,016.25	10,700.00	2,683.75	74.9
01-320-5200	POSTAGE	371.90	5,087.49	9,200.00	4,112.51	55.3
01-320-5220	PHOTOCOPY	860.00	7,440.80	11,000.00	3,559.20	67.6
01-320-5221	PRINTING	2,530.79	10,642.78	19,000.00	8,357.22	56.0
01-320-5222	LEGAL NOTICES	.00	1,795.01	2,000.00	204.99	89.8
01-320-5230	WEBSITE	.00	10,185.29	9,300.00	(885.29)	109.5
01-320-5310	MEMBERSHIPS	.00	1,879.00	3,500.00	1,621.00	53.7
01-320-5330	TRAINING	.00	57.00	.00	(57.00)	.0
01-320-5410	UTILITIES	5,221.73	24,994.76	50,000.00	25,005.24	50.0
01-320-5430	CREDIT CARD & BANK CHARGES	493.13	9,700.73	15,000.00	5,299.27	64.7
01-320-5500	LIABILITY INSURANCE	.00	23,497.35	24,200.00	702.65	97.1
01-320-5501	INSURANCE DEDUCTIBLES	.00	.00	5,000.00	5,000.00	.0
01-320-5530	WORKERS COMPENSATION INSURANCE	270.90	2,429.28	3,400.00	970.72	71.5
01-320-5700	OFFICE SUPPLIES	1,866.48	8,242.22	8,000.00	(242.22)	103.0
01-320-5951	EMPLOYEE RECOGNITION	.00	.00	400.00	400.00	.0
01-320-7020	EQUIPMENT	.00	3,280.26	6,600.00	3,319.74	49.7
	TOTAL ADMINISTRATION	53,611.55	567,332.27	726,050.00	158,717.73	78.1

CITY OF PROSPECT HEIGHTS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FINANCE					
01-322-5101	AUDIT & FINANCE FEES	(450.00)	19,476.00	16,300.00	(3,176.00)	119.5
01-322-5102	FINANCIAL SERVICES	10,951.22	98,560.98	132,800.00	34,239.02	74.2
01-322-5310	MEMBERSHIPS	.00	190.00	1,000.00	810.00	19.0
01-322-5541	ACCTG SERVICE FEES	.00	2,288.20	8,500.00	6,211.80	26.9
	TOTAL FINANCE	10,501.22	120,515.18	158,600.00	38,084.82	76.0
	LEGAL					
01-324-5120	CITY ATTORNEY	21,809.50	175,309.66	200,000.00	24,690.34	87.7
01-324-5122	CITY PROSECUTOR	5,535.00	38,947.50	42,000.00	3,052.50	92.7
01-324-5123	LABOR ATTORNEY	.00	31,148.25	30,000.00	(1,148.25)	103.8
01-324-5125	OUTSIDE COUNSEL	.00	2,422.50	2,000.00	(422.50)	121.1
	TOTAL LEGAL	27,344.50	247,827.91	274,000.00	26,172.09	90.5
	BUILDING DEPARTMENT					
01-340-4000	WAGES	25,422.60	288,243.89	350,000.00	61,756.11	82.4
01-340-4100	HEALTH INSURANCE	3,463.37	26,575.06	42,200.00	15,624.94	63.0
01-340-4110	LIFE INSURANCE	44.29	374.29	400.00	25.71	93.6
01-340-4200	SOCIAL SECURITY	1,521.72	17,426.59	20,800.00	3,373.41	83.8
01-340-4210	MEDICARE	355.89	4,075.57	4,900.00	824.43	83.2
01-340-4220	IMRF	.00	19,013.95	24,700.00	5,686.05	77.0
01-340-5100	PROFESSIONAL SERVICES	4,683.95	49,313.66	80,000.00	30,686.34	61.6
01-340-5111	BILLABLE ENGINEERING	1,047.20	6,286.20	15,000.00	8,713.80	41.9
01-340-5221	PRINTING	.00	1,168.00	1,500.00	332.00	77.9
01-340-5222	LEGAL NOTICES	.00	5,797.10	2,500.00	(3,297.10)	231.9
01-340-5310	MEMBERSHIPS	170.00	330.00	1,500.00	1,170.00	22.0
01-340-5330	TRAINING	900.00	1,525.00	5,000.00	3,475.00	30.5
01-340-5500	LIABILITY INSURANCE	.00	2,349.34	2,400.00	50.66	97.9
01-340-5530	WORKERS COMPENSATION INSURANCE	338.63	3,036.64	4,200.00	1,163.36	72.3
01-340-5700	OFFICE SUPPLIES	133.80	133.80	4,000.00	3,866.20	3.4
01-340-5751	GASOLINE	.00	2,387.31	2,500.00	112.69	95.5
01-340-5820	PUBLICATIONS	.00	.00	5,000.00	5,000.00	.0
01-340-7020	EQUIPMENT	80.18	7,198.94	8,100.00	901.06	88.9
	TOTAL BUILDING DEPARTMENT	38,161.63	435,235.34	574,700.00	139,464.66	75.7

GENERAL FUND

PUBLIC WORKS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
01-350-4000	WAGES	28,963.19	321,456.25	383,500.00	62,043.75	83.8
01-350-4001	ALLOCATED WAGES & BENEFITS	.00	(34,725.00)	(46,300.00)	(11,575.00)	(75.0)
01-350-4003	WAGES - PART-TIME	.00	8,813.50	16,500.00	7,686.50	53.4
01-350-4010	OVERTIME	1,228.82	14,457.51	40,000.00	25,542.49	36.1
01-350-4100	HEALTH INSURANCE	11,170.43	106,777.18	159,000.00	52,222.82	67.2
01-350-4110	LIFE INSURANCE	65.26	391.74	500.00	108.26	78.4
01-350-4200	SOCIAL SECURITY	1,830.11	20,986.18	25,000.00	4,013.82	83.9
01-350-4210	MEDICARE	428.01	4,908.05	6,000.00	1,091.95	81.8
01-350-4220	IMRF	.00	22,902.75	31,500.00	8,597.25	72.7
01-350-5020	VEHICLE MAINTENANCE	4,089.01	35,754.95	55,000.00	19,245.05	65.0
01-350-5031	SIGNAL MAINTENANCE	5,834.88	23,554.64	25,000.00	1,445.36	94.2
01-350-5100	PROFESSIONAL SERVICES	4,372.96	12,768.16	25,800.00	13,031.84	49.5
01-350-5103	PROF SERVICES - FORESTRY	.00	13,775.00	27,000.00	13,225.00	51.0
01-350-5104	PROF SERVICES - BUILDING MAIN	2,997.48	31,523.71	72,000.00	40,476.29	43.8
01-350-5106	PROF SERVICES - STREETS/DRAIN	.00	43,223.22	60,000.00	16,776.78	72.0
01-350-5310	MEMBERSHIPS	.00	401.24	3,000.00	2,598.76	13.4
01-350-5330	TRAINING	.00	3,996.75	5,500.00	1,503.25	72.7
01-350-5410	UTILITIES	1,154.04	10,135.18	7,500.00	(2,635.18)	135.1
01-350-5411	WATER AND ELECTRIC PURCHASES	1,214.54	7,814.01	13,000.00	5,185.99	60.1
01-350-5421	DUMP CHARGES	.00	.00	2,000.00	2,000.00	.0
01-350-5500	LIABILITY INSURANCE PREMIUM	.00	35,742.03	46,050.00	10,307.97	77.6
01-350-5510	RENTAL EQUIPMENT	.00	.00	500.00	500.00	.0
01-350-5530	WORKERS COMPENSATION INSURANCE	1,625.40	14,575.68	20,100.00	5,524.32	72.5
01-350-5610	EQUIPMENT MAINTENANCE	2,013.80	2,070.55	5,000.00	2,929.45	41.4
01-350-5632	ICE CONTROL MAINTENANCE	30,133.42	40,599.30	80,000.00	39,400.70	50.8
01-350-5634	STONE & CONCRETE	.00	966.73	18,000.00	17,033.27	5.4
01-350-5635	STORM SEWER & PIPE	.00	1,654.92	4,500.00	2,845.08	36.8
01-350-5650	LANDSCAPE SUPPLIES	.00	7,126.67	25,000.00	17,873.33	28.5
01-350-5700	OFFICE SUPPLIES	140.79	1,207.20	1,500.00	292.80	80.5
01-350-5710	OPERATING SUPPLIES	4,671.56	16,948.42	24,000.00	7,051.58	70.6
01-350-5721	SIGNS	7,503.55	20,753.50	20,000.00	(753.50)	103.8
01-350-5730	TOOLS	.00	21.05	4,000.00	3,978.95	.5
01-350-5751	GASOLINE	6,639.48	23,954.01	18,000.00	(5,954.01)	133.1
01-350-7011	IMPROVEMENTS - PW	.00	51,475.00	45,000.00	(6,475.00)	114.4
01-350-7020	EQUIPMENT	.00	70.97	35,300.00	35,229.03	.2
01-350-7023	SAFETY EQUIPMENT	.00	4,256.91	5,000.00	743.09	85.1
01-350-7025	SOFTWARE	3,333.94	3,433.94	4,500.00	1,066.06	76.3
	TOTAL PUBLIC WORKS	119,410.67	873,771.90	1,267,950.00	394,178.10	68.9

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC SAFETY					
01-360-4000	WAGES	42,732.18	499,863.95	676,000.00	176,136.05	73.9
01-360-4001	WAGES - SWORN OFFICERS	169,959.41	1,781,611.04	2,131,000.00	349,388.96	83.6
01-360-4002	WAGES - EXTRA STRAIGHT PAY	82.30	8,020.39	29,000.00	20,979.61	27.7
01-360-4004	WAGES - PART-TIME SWORN OFFCRS	10,840.54	103,617.24	113,000.00	9,382.76	91.7
01-360-4010	OVERTIME	456.64	2,920.19	7,500.00	4,579.81	38.9
01-360-4011	OVERTIME - SWORN OFFICERS	11,209.28	151,769.62	153,000.00	1,230.38	99.2
01-360-4100	HEALTH INSURANCE	39,512.99	296,542.91	565,000.00	268,457.09	52.5
01-360-4110	LIFE INSURANCE	242.52	1,885.96	2,800.00	914.04	67.4
01-360-4120	UNEMPLOYMENT INSURANCE	.00	3,139.22	.00	(3,139.22)	.0
01-360-4200	SOCIAL SECURITY	1,480.94	17,153.85	46,750.00	29,596.15	36.7
01-360-4210	MEDICARE	3,372.06	36,419.42	44,000.00	7,580.58	82.8
01-360-4220	IMRF	.00	14,086.26	23,000.00	8,913.74	61.2
01-360-4231	PENSION CONTRIBUTION-CITY GF	.00	690,000.00	600,000.00	(90,000.00)	115.0
01-360-5100	PROFESSIONAL SERVICES	3,554.00	50,075.75	67,800.00	17,724.25	73.9
01-360-5140	PRISONERS CARE	84.54	339.45	1,000.00	660.55	34.0
01-360-5141	KENNEL FEES	.00	360.00	1,000.00	640.00	36.0
01-360-5200	POSTAGE	820.64	1,694.07	2,000.00	305.93	84.7
01-360-5220	PHOTOCOPY	298.00	3,217.14	7,000.00	3,782.86	46.0
01-360-5221	PRINTING	.00	1,763.26	2,000.00	236.74	88.2
01-360-5240	NORTHWEST CENTRAL DISPATCH	14,982.95	158,884.56	205,318.00	46,433.44	77.4
01-360-5310	MEMBERSHIPS	460.00	47,126.01	52,500.00	5,373.99	89.8
01-360-5321	AUTO EXPENSE	302.00	2,042.00	3,000.00	958.00	68.1
01-360-5330	TRAINING	1,058.22	12,307.51	26,000.00	13,692.49	47.3
01-360-5340	TUITION REIMBURSEMENT	.00	11,795.00	13,500.00	1,705.00	87.4
01-360-5410	UTILITIES	1,263.36	11,526.41	7,500.00	(4,026.41)	153.7
01-360-5500	LIABILITY INSURANCE PREMIUM	.00	70,493.05	72,700.00	2,206.95	97.0
01-360-5510	RENTAL EQUIPMENT	163.53	654.12	654.00	(.12)	100.0
01-360-5530	WORKERS COMPENSATION INSURANCE	10,836.00	97,171.20	134,300.00	37,128.80	72.4
01-360-5610	EQUIPMENT MAINTENANCE	912.24	4,066.48	10,000.00	5,933.52	40.7
01-360-5611	RADIO MAINTENANCE	.00	69.75	1,000.00	930.25	7.0
01-360-5700	OFFICE SUPPLIES	427.44	3,165.08	6,000.00	2,834.92	52.8
01-360-5710	OPERATING SUPPLIES	2,218.45	7,426.72	9,000.00	1,573.28	82.5
01-360-5740	RANGE SUPPLIES	5,217.53	10,796.61	10,000.00	(796.61)	108.0
01-360-5741	CLOTHING	1,621.24	19,803.04	26,000.00	6,196.96	76.2
01-360-5751	GASOLINE	.00	46,037.58	58,000.00	11,962.42	79.4
01-360-5820	PUBLICATIONS	.00	.00	200.00	200.00	.0
01-360-7020	EQUIPMENT	5,040.00	5,040.00	.00	(5,040.00)	.0
01-360-7022	POLICE - SMALL EQUIPMENT	1,169.78	13,316.39	17,000.00	3,683.61	78.3
	TOTAL PUBLIC SAFETY	330,318.78	4,186,201.23	5,124,522.00	938,320.77	81.7
	PUBLIC SAFETY-SPECIAL ACCT EXP					
01-365-5981	DUI EXPENSE	.00	1,714.72	12,000.00	10,285.28	14.3
01-365-5982	NARCOTICS EXPENSE	.00	500.00	1,000.00	500.00	50.0
01-365-5983	SEIZED ASSET - EXPENSE	.00	.00	2,500.00	2,500.00	.0
	TOTAL PUBLIC SAFETY-SPECIAL ACCT EXP	.00	2,214.72	15,500.00	13,285.28	14.3

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REIMBURSABLE EXP					
01-370-4101	RETIREE HEALTH INSURANCE	10,489.18	88,834.15	132,915.00	44,080.85	66.8
01-370-5102	GRANT WRITER	.00	18,000.00	18,000.00	.00	100.0
01-370-5751	GASOLINE	.00	4,425.03	6,000.00	1,574.97	73.8
	TOTAL REIMBURSABLE EXP	10,489.18	111,259.18	156,915.00	45,655.82	70.9
	OTHER EXPENSES					
01-380-5970	REFUNDS	.00	.00	500.00	500.00	.0
01-380-5975	SALES TAX REBATE	38,245.25	148,697.76	215,000.00	66,302.24	69.2
01-380-5999	MISCELLANEOUS EXPENSE	(193.12)	177.88	500.00	322.12	35.6
	TOTAL OTHER EXPENSES	38,052.13	148,875.64	216,000.00	67,124.36	68.9
	DEBT SERVICE					
01-400-6000	PRINCIPAL	.00	180,000.00	180,000.00	.00	100.0
01-400-6010	INTEREST	.00	7,584.27	7,789.00	204.73	97.4
	TOTAL DEBT SERVICE	.00	187,584.27	187,789.00	204.73	99.9
	PUBLIC SAFETY CAPITAL OUTLAY					
01-560-7020	EQUIPMENT - POLICE	2,616.30	14,389.71	28,500.00	14,110.29	50.5
	TOTAL PUBLIC SAFETY CAPITAL OUTLAY	2,616.30	14,389.71	28,500.00	14,110.29	50.5
	OTHER FINANCING USES					
01-600-8090	INTERFUND TRANSFER OUT	.00	834,000.00	1,112,000.00	278,000.00	75.0
	TOTAL OTHER FINANCING USES	.00	834,000.00	1,112,000.00	278,000.00	75.0
	TOTAL FUND EXPENDITURES	646,161.33	7,905,541.21	10,059,802.00	2,154,260.79	78.6
	NET REVENUE OVER EXPENDITURES	474,478.25	1,580,006.75	466,646.00	(1,113,360.75)	338.6

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
11-100-3801	INTEREST INCOME - IL FUNDS	26,227.81	245,980.01	50,000.00	(195,980.01)	492.0
	TOTAL REVENUES	26,227.81	245,980.01	50,000.00	(195,980.01)	492.0
	INTERGOVERNMENTAL REVENUES					
11-110-3120	MOTOR FUEL TAX	53,530.42	594,980.36	625,000.00	30,019.64	95.2
	TOTAL INTERGOVERNMENTAL REVENUES	53,530.42	594,980.36	625,000.00	30,019.64	95.2
	TOTAL FUND REVENUE	79,758.23	840,960.37	675,000.00	(165,960.37)	124.6

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CAPITAL OUTLAY GENERAL					
11-500-7050	ROAD CONSTRUCTION	.00	.00	439,000.00	439,000.00	.0
	TOTAL CAPITAL OUTLAY GENERAL	.00	.00	439,000.00	439,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	439,000.00	439,000.00	.0
	NET REVENUE OVER EXPENDITURES	79,758.23	840,960.37	236,000.00	(604,960.37)	356.3

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

MUIR PK/PROS PT-TIF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
12-100-3000	REAL ESTATE TAXES	2,302.84	2,302.84	.00	(2,302.84)	.0
	TOTAL REVENUES	2,302.84	2,302.84	.00	(2,302.84)	.0
	TOTAL FUND REVENUE	2,302.84	2,302.84	.00	(2,302.84)	.0
	NET REVENUE OVER EXPENDITURES	2,302.84	2,302.84	.00	(2,302.84)	.0

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

TOURISM DISTRICT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
13-100-3020	HOTEL TAXES	54,662.36	572,707.41	671,000.00	98,292.59	85.4
13-100-3800	INTEREST INCOME	.00	620.33	200.00	(420.33)	310.2
	TOTAL REVENUES	54,662.36	573,327.74	671,200.00	97,872.26	85.4
	TOTAL FUND REVENUE	54,662.36	573,327.74	671,200.00	97,872.26	85.4

TOURISM DISTRICT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
13-300-5101	AUDIT	.00	1,049.00	1,000.00	(49.00)	104.9
13-300-5102	FINANCIAL SERVICES	595.18	5,356.62	7,300.00	1,943.38	73.4
13-300-5108	BEAUTIFICATION	117.24	63,996.54	82,700.00	18,703.46	77.4
13-300-5310	MEMBERSHIPS	.00	47,741.00	47,740.00	(1.00)	100.0
13-300-5401	SERVICE CHARGE - GENERAL FUND	.00	47,250.00	63,000.00	15,750.00	75.0
13-300-5410	UTILITIES	334.52	368.26	.00	(368.26)	.0
13-300-5430	BANK CHARGES	.00	.00	500.00	500.00	.0
13-300-5920	GRANT - HOTELS	.00	65,738.00	234,300.00	168,562.00	28.1
	TOTAL EXPENSES	1,046.94	231,499.42	436,540.00	205,040.58	53.0
	OTHER FINANCING USES					
13-600-8090	INTERFUND TRANSFER OUT	.00	175,725.00	234,300.00	58,575.00	75.0
	TOTAL OTHER FINANCING USES	.00	175,725.00	234,300.00	58,575.00	75.0
	TOTAL FUND EXPENDITURES	1,046.94	407,224.42	670,840.00	263,615.58	60.7
	NET REVENUE OVER EXPENDITURES	53,615.42	166,103.32	360.00	(165,743.32)	46139.

DEA SEIZURE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
16-100-3551	POLICE REVENUE-TASK FORCE	29,328.20	274,404.17	.00	(274,404.17)	.0
16-100-3800	INTEREST INCOME	731.11	8,377.54	400.00	(7,977.54)	2094.4
	TOTAL REVENUES	30,059.31	282,781.71	400.00	(282,381.71)	70695.
	TOTAL FUND REVENUE	30,059.31	282,781.71	400.00	(282,381.71)	70695.

DEA SEIZURE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
16-300-4011	OVERTIME - SWORN OFFICERS	2,269.20	19,348.81	20,000.00	651.19	96.7
16-300-5100	PROFESSIONAL SERVICES	595.18	5,356.62	9,970.00	4,613.38	53.7
16-300-5310	MEMBERSHIP	.00	2,419.00	4,000.00	1,581.00	60.5
16-300-5330	TRAINING	783.56	5,833.56	6,000.00	166.44	97.2
16-300-5610	EQUIPMENT MAINTENANCE	.00	28,694.13	30,000.00	1,305.87	95.7
16-300-5710	OPERATING SUPPLIES	.00	9,749.00	6,000.00	(3,749.00)	162.5
16-300-5720	SMALL EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
	TOTAL EXPENSES	3,647.94	71,401.12	79,970.00	8,568.88	89.3
	CAPITAL OUTLAY GENERAL					
16-500-7020	EQUIPMENT - CAPITAL	.00	83,637.02	65,000.00	(18,637.02)	128.7
	TOTAL CAPITAL OUTLAY GENERAL	.00	83,637.02	65,000.00	(18,637.02)	128.7
	TOTAL FUND EXPENDITURES	3,647.94	155,038.14	144,970.00	(10,068.14)	106.9
	NET REVENUE OVER EXPENDITURES	26,411.37	127,743.57	(144,570.00)	(272,313.57)	88.4

SOLID WASTE DISPOSAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
17-100-3355	SOLID WASTE FEES	38,697.50	389,199.25	541,000.00	151,800.75	71.9
	TOTAL REVENUES	38,697.50	389,199.25	541,000.00	151,800.75	71.9
	TOTAL FUND REVENUE	38,697.50	389,199.25	541,000.00	151,800.75	71.9

SOLID WASTE DISPOSAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
17-300-5401	SERVICE CHARGE - GENERAL FUND	.00	75,000.00	100,000.00	25,000.00	75.0
17-300-5420	SWANCC CHARGES	33,731.77	318,930.31	392,070.00	73,139.69	81.4
	TOTAL EXPENSES	33,731.77	393,930.31	492,070.00	98,139.69	80.1
	OTHER FINANCING USES					
17-600-8090	INTERFUND TRANSFER OUT	.00	30,000.00	40,000.00	10,000.00	75.0
	TOTAL OTHER FINANCING USES	.00	30,000.00	40,000.00	10,000.00	75.0
	TOTAL FUND EXPENDITURES	33,731.77	423,930.31	532,070.00	108,139.69	79.7
	NET REVENUE OVER EXPENDITURES	4,965.73	(34,731.06)	8,930.00	43,661.06	(388.9)

PALATINE ROAD TIF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
18-300-5101	AUDIT	.00	.00	3,500.00	3,500.00	.0
18-300-5102	FINANCIAL SERVICES	.00	.00	7,300.00	7,300.00	.0
18-300-5120	LEGAL SERVICES	.00	.00	15,000.00	15,000.00	.0
	TOTAL EXPENSES	.00	.00	25,800.00	25,800.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	25,800.00	25,800.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	(25,800.00)	(25,800.00)	.0

SSA #1

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
21-100-3800	INTEREST INCOME	.00	8.61	.00	(8.61)	.0
	TOTAL REVENUES	.00	8.61	.00	(8.61)	.0
	TOTAL FUND REVENUE	.00	8.61	.00	(8.61)	.0
	NET REVENUE OVER EXPENDITURES	.00	8.61	.00	(8.61)	.0

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

SSA #2

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
22-100-3800	INTEREST INCOME	.00	39.26	.00	(39.26)	.0
	TOTAL REVENUES	.00	39.26	.00	(39.26)	.0
	TOTAL FUND REVENUE	.00	39.26	.00	(39.26)	.0

CITY OF PROSPECT HEIGHTS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

SSA #2

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
22-300-5100	PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
	TOTAL EXPENSES	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	39.26	(10,000.00)	(10,039.26)	.4

SSA #3

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
23-100-3800	INTEREST INCOME	.00	134.31	.00	(134.31)	.0
	TOTAL REVENUES	.00	134.31	.00	(134.31)	.0
	TOTAL FUND REVENUE	.00	134.31	.00	(134.31)	.0

SSA #3

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
23-300-5100	PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
	TOTAL EXPENSES	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	134.31	(10,000.00)	(10,134.31)	1.3

SSA #4

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
24-100-3800	INTEREST INCOME	.00	33.73	.00	(33.73)	.0
	TOTAL REVENUES	.00	33.73	.00	(33.73)	.0
	TOTAL FUND REVENUE	.00	33.73	.00	(33.73)	.0

SSA #4

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
24-300-5100	PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
	TOTAL EXPENSES	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	33.73	(10,000.00)	(10,033.73)	.3

SSA #5

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
25-100-3000	REAL ESTATE TAXES	4,738.78	22,032.21	31,390.00	9,357.79	70.2
25-100-3800	INTEREST INCOME	20.06	199.52	100.00	(99.52)	199.5
	TOTAL REVENUES	4,758.84	22,231.73	31,490.00	9,258.27	70.6
	TOTAL FUND REVENUE	4,758.84	22,231.73	31,490.00	9,258.27	70.6

SSA #5

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
25-300-5050	SYSTEM MAINTENANCE	244.48	1,363.30	10,000.00	8,636.70	13.6
25-300-5100	PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
25-300-5500	LIABILITY INSURANCE	.00	4,699.67	4,800.00	100.33	97.9
	TOTAL EXPENSES	244.48	6,062.97	19,800.00	13,737.03	30.6
	TOTAL FUND EXPENDITURES	244.48	6,062.97	19,800.00	13,737.03	30.6
	NET REVENUE OVER EXPENDITURES	4,514.36	16,168.76	11,690.00	(4,478.76)	138.3

SSA #8

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
28-100-3000	REAL ESTATE TAXES	29,488.84	126,066.00	161,150.00	35,084.00	78.2
28-100-3800	INTEREST INCOME	15.17	330.40	800.00	469.60	41.3
	TOTAL REVENUES	29,504.01	126,396.40	161,950.00	35,553.60	78.1
	TOTAL FUND REVENUE	29,504.01	126,396.40	161,950.00	35,553.60	78.1

SSA #8

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
28-300-5100	PROFESSIONAL SERVICES	19,235.00	38,345.36	12,000.00	(26,345.36)	319.5
28-300-5500	LIABILITY INSURANCE	.00	4,699.67	4,800.00	100.33	97.9
28-300-5710	OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
28-300-7020	EQUIPMENT	432.46	669.98	5,000.00	4,330.02	13.4
	TOTAL EXPENSES	19,667.46	43,715.01	22,800.00	(20,915.01)	191.7
	TOTAL FUND EXPENDITURES	19,667.46	43,715.01	22,800.00	(20,915.01)	191.7
	NET REVENUE OVER EXPENDITURES	9,836.55	82,681.39	139,150.00	56,468.61	59.4

CAPITAL IMPROVEMENTS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-100-3800	INTEREST INCOME	15,256.57	136,129.78	.00	(136,129.78)	.0
	TOTAL DEPARTMENT 100	15,256.57	136,129.78	.00	(136,129.78)	.0
	DEPARTMENT 115					
30-115-3200	GRANT REVENUE	.00	347,944.50	3,882,588.00	3,534,643.50	9.0
	TOTAL DEPARTMENT 115	.00	347,944.50	3,882,588.00	3,534,643.50	9.0
	DEPARTMENT 200					
30-200-3990	INTERFUND TRANSFER IN	.00	780,000.00	1,040,000.00	260,000.00	75.0
	TOTAL DEPARTMENT 200	.00	780,000.00	1,040,000.00	260,000.00	75.0
	TOTAL FUND REVENUE	15,256.57	1,264,074.28	4,922,588.00	3,658,513.72	25.7

CAPITAL IMPROVEMENTS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-550-7020	EQUIPMENT - PW	.00	247,209.70	6,500.00	(240,709.70)	3803.2
30-550-7050	STREET RESURFACING	.00	.00	75,000.00	75,000.00	.0
30-550-7060	SIDEWALKS	2,183.50	120,832.30	4,229,419.00	4,108,586.70	2.9
30-550-7062	STORMWATER PROJECTS	.00	2,474.83	581,000.00	578,525.17	.4
30-550-7063	DRAINAGE IMPROVEMENTS	.00	186,203.63	1,791,200.00	1,604,996.37	10.4
30-550-7064	DRAINAGE IMPR - WILLOW RD	.00	65,850.00	.00	(65,850.00)	.0
30-550-7065	DRAINAGE IMPROVEMENTS-ARLINGTO	3,899.05	356,792.16	.00	(356,792.16)	.0
	TOTAL DEPARTMENT 550	6,082.55	979,362.62	6,683,119.00	5,703,756.38	14.7
	TOTAL FUND EXPENDITURES	6,082.55	979,362.62	6,683,119.00	5,703,756.38	14.7
	NET REVENUE OVER EXPENDITURES	9,174.02	284,711.66	(1,760,531.00)	(2,045,242.66)	16.2

ROAD CONSTRUCTION DEBT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
41-100-3000	REAL ESTATE TAXES	179,783.25	819,368.31	1,274,000.00	454,631.69	64.3
41-100-3800	INTEREST INCOME	14.57	647.85	500.00	(147.85)	129.6
	TOTAL REVENUES	179,797.82	820,016.16	1,274,500.00	454,483.84	64.3
	TOTAL FUND REVENUE	179,797.82	820,016.16	1,274,500.00	454,483.84	64.3

ROAD CONSTRUCTION DEBT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
41-300-5101	AUDIT	.00	.00	3,000.00	3,000.00	.0
41-300-5430	BANK FEES	.00	605.00	1,000.00	395.00	60.5
	TOTAL EXPENSES	.00	605.00	4,000.00	3,395.00	15.1
	DEBT SERVICE					
41-400-6000	PRINCIPAL	.00	1,085,000.00	1,085,000.00	.00	100.0
41-400-6010	INTEREST	.00	184,982.50	184,983.00	.50	100.0
	TOTAL DEBT SERVICE	.00	1,269,982.50	1,269,983.00	.50	100.0
	TOTAL FUND EXPENDITURES	.00	1,270,587.50	1,273,983.00	3,395.50	99.7
	NET REVENUE OVER EXPENDITURES	179,797.82	(450,571.34)	517.00	451,088.34	(87151

CITY OF PROSPECT HEIGHTS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

SSA #6 DEBT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
46-100-3000	REAL ESTATE TAXES	32,135.16	135,162.59	218,733.00	83,570.41	61.8
46-100-3800	INTEREST INCOME	10.97	214.98	.00	(214.98)	.0
	TOTAL REVENUES	32,146.13	135,377.57	218,733.00	83,355.43	61.9
	TOTAL FUND REVENUE	32,146.13	135,377.57	218,733.00	83,355.43	61.9

SSA #6 DEBT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
46-300-5430	BANK FEES	.00	1,155.00	.00	(1,155.00)	.0
	TOTAL EXPENSES	.00	1,155.00	.00	(1,155.00)	.0
	DEBT SERVICE					
46-400-6000	PRINCIPAL	.00	180,000.00	180,000.00	.00	100.0
46-400-6010	INTEREST	.00	38,732.50	38,733.00	.50	100.0
	TOTAL DEBT SERVICE	.00	218,732.50	218,733.00	.50	100.0
	TOTAL FUND EXPENDITURES	.00	219,887.50	218,733.00	(1,154.50)	100.5
	NET REVENUE OVER EXPENDITURES	32,146.13	(84,509.93)	.00	84,509.93	.0

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
51-100-3800	INTEREST INCOME	13,734.32	138,758.77	10,000.00	(128,758.77)	1387.6
51-100-3880	WATER SALES	20,265.63	236,439.66	273,000.00	36,560.34	86.6
51-100-3881	WATER DELIVERY CHARGE	36,179.10	359,217.73	430,930.00	71,712.27	83.4
51-100-3882	WATER INFRASTRUCTURE RESERVE	13,516.38	135,079.40	161,000.00	25,920.60	83.9
51-100-3883	WATER DEBT RETIREMENT CHARGE	6,774.66	67,704.30	80,700.00	12,995.70	83.9
51-100-3885	PENALTY	167.43	4,992.66	7,500.00	2,507.34	66.6
	TOTAL REVENUES	90,637.52	942,192.52	963,130.00	20,937.48	97.8
	TOTAL FUND REVENUE	90,637.52	942,192.52	963,130.00	20,937.48	97.8

CITY OF PROSPECT HEIGHTS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING FEBRUARY 29, 2024

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
51-300-4000	WAGES	6,245.22	69,459.21	79,830.00	10,370.79	87.0
51-300-4010	OVERTIME	.00	.00	4,000.00	4,000.00	.0
51-300-4100	HEALTH INSURANCE	3,522.44	34,546.46	36,300.00	1,753.54	95.2
51-300-4110	LIFE INSURANCE	13.84	96.32	150.00	53.68	64.2
51-300-4200	SOCIAL SECURITY	385.70	4,356.19	5,150.00	793.81	84.6
51-300-4210	MEDICARE	90.21	1,018.74	1,200.00	181.26	84.9
51-300-4220	IMRF	.00	4,860.62	7,000.00	2,139.38	69.4
51-300-5000	BUILDING MAINTENANCE	191.70	241.85	15,000.00	14,758.15	1.6
51-300-5050	SYSTEM MAINTENANCE	521.76	4,378.90	36,000.00	31,621.10	12.2
51-300-5100	PROFESSIONAL SERVICES	1,100.00	25,377.00	51,500.00	26,123.00	49.3
51-300-5101	AUDIT	.00	8,390.00	7,000.00	(1,390.00)	119.9
51-300-5102	FINANCIAL SERVICES	3,571.04	32,139.37	43,300.00	11,160.63	74.2
51-300-5200	POSTAGE	.00	4,592.55	6,000.00	1,407.45	76.5
51-300-5221	PRINTING	.00	458.99	500.00	41.01	91.8
51-300-5310	MEMBERSHIPS	.00	933.00	1,500.00	567.00	62.2
51-300-5330	TRAINING	810.00	996.00	4,500.00	3,504.00	22.1
51-300-5410	UTILITIES	2,376.56	12,116.07	18,000.00	5,883.93	67.3
51-300-5412	WATER	941.11	271,306.32	312,000.00	40,693.68	87.0
51-300-5430	CREDIT CARD & BANK CHARGES	1,236.43	11,475.86	15,000.00	3,524.14	76.5
51-300-5500	LIABILITY INSURANCE	.00	35,246.03	36,300.00	1,053.97	97.1
51-300-5530	WORKERS COMPENSATION INSURANCE	338.63	3,036.63	4,200.00	1,163.37	72.3
51-300-5634	STONE AND CONCRETE	.00	.00	4,000.00	4,000.00	.0
51-300-5661	METERS	.00	2,835.00	35,000.00	32,165.00	8.1
51-300-5750	CHEMICALS	.00	.00	500.00	500.00	.0
51-300-5751	GASOLINE	.00	1,294.98	1,800.00	505.02	71.9
	TOTAL EXPENSES	21,344.64	529,156.09	725,730.00	196,573.91	72.9
	DEBT SERVICE					
51-400-6000	PRINCIPAL	.00	70,000.00	70,000.00	.00	100.0
51-400-6010	INTEREST	.00	7,400.00	7,400.00	.00	100.0
	TOTAL DEBT SERVICE	.00	77,400.00	77,400.00	.00	100.0
	CAPITAL OUTLAY GENERAL					
51-500-7020	EQUIPMENT	.00	.00	55,000.00	55,000.00	.0
	TOTAL CAPITAL OUTLAY GENERAL	.00	.00	55,000.00	55,000.00	.0
	OTHER FINANCING USES					
51-600-8000	DEPRECIATION	.00	90,750.00	121,000.00	30,250.00	75.0
	TOTAL OTHER FINANCING USES	.00	90,750.00	121,000.00	30,250.00	75.0

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	21,344.64	697,306.09	979,130.00	281,823.91	71.2
NET REVENUE OVER EXPENDITURES	69,292.88	244,886.43	(16,000.00)	(260,886.43)	1530.5

PARKING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
52-100-3330	PARKING FEES	1,248.80	13,221.42	8,000.00	(5,221.42)	165.3
	TOTAL REVENUES	1,248.80	13,221.42	8,000.00	(5,221.42)	165.3
	OTHER FINANCING SOURCES					
52-200-3990	INTERFUND TRANSFER IN	.00	84,000.00	112,000.00	28,000.00	75.0
	TOTAL OTHER FINANCING SOURCES	.00	84,000.00	112,000.00	28,000.00	75.0
	TOTAL FUND REVENUE	1,248.80	97,221.42	120,000.00	22,778.58	81.0

PARKING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
52-300-4001	ALLOCATED WAGES & BENEFITS	.00	34,725.00	46,300.00	11,575.00	75.0
52-300-5100	PROFESSIONAL SERVICES	.00	150.00	3,000.00	2,850.00	5.0
52-300-5410	UTILITIES	876.99	5,007.15	7,500.00	2,492.85	66.8
52-300-5511	FACILITY RENT	.00	.00	23,550.00	23,550.00	.0
52-300-5632	ICE CONTROL MAINTENANCE	.00	475.00	2,000.00	1,525.00	23.8
52-300-5710	OPERATING SUPPLIES	.00	77.94	1,000.00	922.06	7.8
	TOTAL EXPENSES	876.99	40,435.09	83,350.00	42,914.91	48.5
	OTHER FINANCING USES					
52-600-8000	DEPRECIATION	.00	27,000.00	36,000.00	9,000.00	75.0
	TOTAL OTHER FINANCING USES	.00	27,000.00	36,000.00	9,000.00	75.0
	TOTAL FUND EXPENDITURES	876.99	67,435.09	119,350.00	51,914.91	56.5
	NET REVENUE OVER EXPENDITURES	371.81	29,786.33	650.00	(29,136.33)	4582.5

SANITARY SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
53-100-3800	INTEREST INCOME	353.02	28,938.16	1,000.00	(27,938.16)	2893.8
53-100-3801	DIVIDEND INCOME-PFM	3,452.01	29,704.21	5,000.00	(24,704.21)	594.1
53-100-3884	SANITARY SEWER CHARGES	(1,917.79)	614,046.51	800,000.00	185,953.49	76.8
53-100-3885	PENALTY	(12.31)	7,495.34	6,000.00	(1,495.34)	124.9
	TOTAL REVENUES	1,874.93	680,184.22	812,000.00	131,815.78	83.8
	TOTAL FUND REVENUE	1,874.93	680,184.22	812,000.00	131,815.78	83.8

SANITARY SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
53-300-4000	WAGES	6,172.24	63,304.67	90,500.00	27,195.33	70.0
53-300-4100	HEALTH INSURANCE	2,068.90	23,299.78	40,800.00	17,500.22	57.1
53-300-4110	LIFE INSURANCE	.00	.00	150.00	150.00	.0
53-300-4200	SOCIAL SECURITY	381.17	3,923.46	5,550.00	1,626.54	70.7
53-300-4210	MEDICARE	89.15	917.53	1,300.00	382.47	70.6
53-300-4220	IMRF	.00	2,929.33	7,500.00	4,570.67	39.1
53-300-5050	SYSTEM MAINTENANCE	392.69	1,030.26	50,000.00	48,969.74	2.1
53-300-5100	PROFESSIONAL SERVICES	11,722.98	31,651.10	40,000.00	8,348.90	79.1
53-300-5101	AUDIT & ACCTG SERVICES	.00	8,390.00	7,000.00	(1,390.00)	119.9
53-300-5102	FINANCIAL SERVICES	7,499.20	67,492.79	90,000.00	22,507.21	75.0
53-300-5200	POSTAGE	.00	5,057.65	7,500.00	2,442.35	67.4
53-300-5221	PRINTING	.00	.00	1,000.00	1,000.00	.0
53-300-5330	TRAINING	.00	160.00	2,000.00	1,840.00	8.0
53-300-5500	LIABILITY INSURANCE	.00	58,744.38	60,500.00	1,755.62	97.1
53-300-5530	WORKER'S COMP INSURANCE	135.44	1,214.59	1,700.00	485.41	71.5
	TOTAL EXPENSES	28,461.77	268,115.54	405,500.00	137,384.46	66.1
	CAPITAL OUTLAY GENERAL					
53-500-7020	EQUIPMENT	.00	.00	38,900.00	38,900.00	.0
53-500-7051	SYSTEM IMPROVEMENTS	240.00	227,500.63	407,800.00	180,299.37	55.8
	TOTAL CAPITAL OUTLAY GENERAL	240.00	227,500.63	446,700.00	219,199.37	50.9
	TOTAL FUND EXPENDITURES	28,701.77	495,616.17	852,200.00	356,583.83	58.2
	NET REVENUE OVER EXPENDITURES	(26,826.84)	184,568.05	(40,200.00)	(224,768.05)	459.1

POLICE PENSION

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUES					
71-100-3000	REAL ESTATE TAXES	.00	.00	450,000.00	450,000.00	.0
71-100-3800	INTEREST INCOME	.00	.00	100,000.00	100,000.00	.0
71-100-3801	NET APPRECIATION - FV INV	.00	.00	350,000.00	350,000.00	.0
71-100-3860	CITY CONTRIBUTION	.00	.00	600,000.00	600,000.00	.0
71-100-3861	EMPLOYEE CONTRIBUTION	.00	.00	240,063.00	240,063.00	.0
	TOTAL REVENUES	.00	.00	1,740,063.00	1,740,063.00	.0
	TOTAL FUND REVENUE	.00	.00	1,740,063.00	1,740,063.00	.0

POLICE PENSION

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENSES					
71-300-4232	DISABILITY BENEFITS	.00	.00	135,733.00	135,733.00	.0
71-300-4233	PENSION PAYMENTS	.00	.00	1,371,338.00	1,371,338.00	.0
71-300-5102	ADMINISTRATION	.00	.00	50,000.00	50,000.00	.0
71-300-5107	INVESTMENT EXPENSE	.00	.00	25,000.00	25,000.00	.0
	TOTAL EXPENSES	.00	.00	1,582,071.00	1,582,071.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,582,071.00	1,582,071.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	157,992.00	157,992.00	.0

CITY OF PROSPECT HEIGHTS
WARRANT LIST SUMMARY
3/25/2024

Checks		
General Fund	$	106,370.96
Motor Fuel Tax Fund		-
Tourism District		26,200.00
Solid Waste Fund		-
Drug Enforcement Agency Fund		-
Palatine Road Tax Increment Financing		-
Special Service Area #1		-
Special Service Area #2		-
Special Service Area #3		-
Special Service Area #4		-
Special Service Area #5		-
Special Service Area-Constr#6(Water Main)		-
Special Service Area #8 - Levee Wall #37		-
Capital Improvements		5,965.94
Special Service Area-Debt#6		-
Road Construction Debt		-
Water Fund		40,353.99
Parking Fund		475.00
Sanitary Sewer Fund		1,230.00
Road/Building Bond Escrow		-
TOTAL	$	180,595.89
Wire Payments		
03/08/24 PAYROLL	$	185,347.45
FEBRUARY IMRF PAYMENT		14,502.83
TOTAL WARRANT	$	380,446.17

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
5533 OFFICE CENTER	11.28.23	AV CONSULTING	11/28/2023	01-310-7020	665.00	.00	
Total 5533 OFFICE CENTER:					665.00	.00	
AFLAC	327436	AFLAC FEB-MAR 24	03/12/2024	01-000-2031	194.52	.00	
Total AFLAC:					194.52	.00	
AKERMAN LLP	9964254	PW LOCAL 150 CONTRACT	03/15/2024	01-324-5123	935.00	.00	
Total AKERMAN LLP:					935.00	.00	
ANDREW HART	03.05.24	MILEAGE REIMBURSEMENT	03/05/2024	01-340-5100	50.00	.00	
Total ANDREW HART:					50.00	.00	
ARLINGTON HEIGHTS FORD IN	133544H	SQUAD PARTS 605	03/13/2024	01-350-5020	32.43	.00	
Total ARLINGTON HEIGHTS FORD INC.:					32.43	.00	
ATLAS BOBCAT LLC	HZ0442	FLUID	02/27/2024	01-350-5020	35.11	.00	
ATLAS BOBCAT LLC	HZ0454	AUTO PARTS 03.05.24	03/05/2024	01-350-5020	58.93	.00	
ATLAS BOBCAT LLC	HZ0478	ELECTRICAL PART	03/05/2024	01-350-5020	150.58	.00	
Total ATLAS BOBCAT LLC:					244.62	.00	
CANON FINANCIAL SERVICES	31987259	FEB 24 COPIER	01/31/2024	01-340-7020	198.97	.00	
Total CANON FINANCIAL SERVICES:					198.97	.00	
CARGILL, INC.	2909319538	rOAD SALT LAOD 5A	03/14/2024	01-350-5632	4,023.29	.00	
CARGILL, INC.	2909324254	ROAD SALT LOAD 5B	03/15/2024	01-350-5632	3,994.09	.00	
Total CARGILL, INC.:					8,017.38	.00	
CHI-TOWN CLEANING SERVICE	24-0109	CUSTODIAL WORK FEB 24	03/09/2024	01-350-5104	1,173.50	.00	
Total CHI-TOWN CLEANING SERVICES:					1,173.50	.00	
CLESENS, INC	12738-00	LANDSCAPE SUPPLY	03/06/2024	01-350-5650	370.00	.00	
Total CLESENS, INC:					370.00	.00	
COMED I	0519321222-0	FEB24 218 fairway ct	03/15/2024	51-300-5410	25.25	.00	
COMED I	671703311103.	FEB24 1221 FORREST	03/14/2024	01-350-5410	100.18	.00	
Total COMED I:					125.43	.00	
CPI, INC.	872204	FSA / HRA FEES FEB 24	03/11/2024	01-320-5100	135.00	.00	
Total CPI, INC.:					135.00	.00	
DACRA Adjudication System	DT 2024-02-08	MONTHLY SERVICE FEE	02/29/2024	01-360-5100	1,500.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total DACRA Adjudication System:					1,500.00	.00	
DE LAGE LANDEN FINANCIAL S	82121029	APR 24 CH COPIER	03/01/2024	01-320-5220	946.00	.00	
Total DE LAGE LANDEN FINANCIAL SERVICES INC:					946.00	.00	
DES PLAINES JOURNAL INC	191824	LEGAL NOTICE	02/07/2024	01-340-5222	164.29	.00	
Total DES PLAINES JOURNAL INC:					164.29	.00	
DES PLAINES MATERIAL & SUP	568479	dirt 03.06.24	03/06/2024	01-350-5650	41.00	.00	
DES PLAINES MATERIAL & SUP	568970	LANDSCAPE DIRT	03/12/2024	01-350-5650	82.00	.00	
Total DES PLAINES MATERIAL & SUPPLY:					123.00	.00	
EL-COR INDUSTRIES INC	276720	SHOP SUPPLY	03/07/2024	01-350-5710	364.99	.00	
Total EL-COR INDUSTRIES INC:					364.99	.00	
FOX VALLEY FIRE & SAFETY C	IN00669557	PW EXTINGUISHER	03/07/2024	01-350-5104	375.70	.00	
Total FOX VALLEY FIRE & SAFETY CO. INC.:					375.70	.00	
FP FINANCE PROGRAM	36029998	MAR PAYMENT 2024	02/26/2024	01-320-5200	185.95	.00	
Total FP FINANCE PROGRAM:					185.95	.00	
GEWALT HAMILTON ASSOCIAT	4755.180-18	WOLF RD SW #18	03/19/2024	30-550-7060	5,965.94	.00	
Total GEWALT HAMILTON ASSOCIATES INC.:					5,965.94	.00	
GOVERNMENT FINANCE OFFIC	00019639	GFOA 2023 CERT OF ACHEIVE	03/13/2024	01-320-5310	460.00	.00	
Total GOVERNMENT FINANCE OFFICERS ASSOCIATION:					460.00	.00	
HACH COMPANY	13938285	WATER TESTING REPAIR	02/27/2024	51-300-5100	697.00	.00	
Total HACH COMPANY:					697.00	.00	
HIGHSTAR TRAFFIC	118258	ROAD SIGNS	03/07/2024	01-350-5721	589.55	.00	
HIGHSTAR TRAFFIC	118290	DOG WASTE SIGNS	03/05/2024	01-350-5721	188.00	.00	
HIGHSTAR TRAFFIC	4150	STREET SIGNS	03/12/2024	01-350-5721	2,221.35	.00	
Total HIGHSTAR TRAFFIC:					2,998.90	.00	
HILTON - CHICAGO/NORTHBRO	04.30.24	3RD QTR TOURISM GRANT	03/01/2024	13-300-5920	26,200.00	.00	
Total HILTON - CHICAGO/NORTHBROOK:					26,200.00	.00	
HYPTE BRANDED SOLUTION	239940	PW CANOPY	03/15/2024	01-350-5710	1,002.88	.00	
Total HYPTE BRANDED SOLUTION:					1,002.88	.00	
ILLINOIS STATE POLICE	20240206440	LIQUOR LICENSE BACKGROUN	02/29/2024	01-360-5330	28.25	.00	
Total ILLINOIS STATE POLICE:					28.25	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
ILLINOIS-AMERICAN WATER C	03.05.24	1217 E CAMP MCDONALD FEB	03/05/2024	51-300-5412	37,145.85	.00	
Total ILLINOIS-AMERICAN WATER CO.:					37,145.85	.00	
JG UNIFORMS INC	127058	UNIFORMS	02/12/2024	01-360-5741	20.45	.00	
Total JG UNIFORMS INC:					20.45	.00	
Macquarie Equipment Capital Inc	168019	LEASE MAR 24	03/12/2024	01-360-5220	298.00	.00	
Total Macquarie Equipment Capital Inc:					298.00	.00	
MAJOR CASE ASSISTANCE TEA	03.07.24 MCAT	AWARDS BNQT 2024	03/07/2024	01-360-5330	90.00	.00	
Total MAJOR CASE ASSISTANCE TEAM:					90.00	.00	
MICHAEL A SMITH	03.11.24	UNIFORM REIMBURSEMENT	03/11/2024	01-360-5741	181.00	.00	
Total MICHAEL A SMITH:					181.00	.00	
Midwest Print & Imaging	52988	POLICE TOW LABEL	03/13/2024	01-360-5710	140.00	.00	
Total Midwest Print & Imaging:					140.00	.00	
NAPA AUTO PARTS	6871-238617	SQUAD PARTS	03/14/2024	01-350-5020	113.80	.00	
NAPA AUTO PARTS	6871-238795	SHOP TOOLS	03/14/2024	01-350-5730	62.66	.00	
Total NAPA AUTO PARTS:					176.46	.00	
NORTH EAST MULTI-REGIONAL	348610	CONTROL TACTICS BLDG ENT	03/13/2024	01-360-5330	175.00	.00	
Total NORTH EAST MULTI-REGIONAL TRAINING INC.:					175.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-310-4100	54.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-320-4100	239.50	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-340-4100	216.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-360-4100	2,017.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-350-4100	155.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	51-300-4100	77.50	.00	
NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	01-370-4101	531.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-310-4100	920.25	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-320-4100	4,136.79	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-340-4100	3,681.00	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-350-4100	2,752.07	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-360-4100	37,214.32	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	51-300-4100	1,376.04	.00	
NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	01-370-4101	6,580.66	.00	
Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT:					59,951.13	.00	
PENTEGRA SYSTEMS LLC	66926	BADGING SYSTEM REPAIR	09/28/2023	01-360-7022	455.00	.00	
Total PENTEGRA SYSTEMS LLC:					455.00	.00	
PHOTO ENFORCEMENT PROG	170260074412	1702600744127808	03/09/2024	01-140-3500	100.00	.00	
Total PHOTO ENFORCEMENT PROGRAM:					100.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
PHYSICIANS IMMEDIATE CARE	5742543	NEW EE MEDICAL BUZBY	03/11/2024	01-320-5100	285.00	.00	
Total PHYSICIANS IMMEDIATE CARE:					285.00	.00	
RAY O'HERRON CO INC	2330326	UNIFORM	03/12/2024	01-360-5741	8.09	.00	
RAY O'HERRON CO INC	2330329	HANDCUFFS	03/12/2024	01-360-5741	61.18	.00	
RAY O'HERRON CO INC	2330365	UNIFORM	03/12/2024	01-360-5741	10.00	.00	
RAY O'HERRON CO INC	2330606	UNIFORMS	03/13/2024	01-360-5741	267.64	.00	
Total RAY O'HERRON CO INC:					346.91	.00	
S D ENTERPRISES INC	2024.02	SEWER INSPECTION	02/29/2024	53-300-5100	1,230.00	.00	
Total S D ENTERPRISES INC:					1,230.00	.00	
SPEER FINANCIAL INC	SERV21-03.20	2021 AUDIT TABLES	03/20/2024	01-322-5101	450.00	.00	
Total SPEER FINANCIAL INC:					450.00	.00	
STAPLES	8073522786	OFFICE SUPPLY	03/07/2024	01-320-5700	70.76	.00	
STAPLES	8073588207	OFFICE SUPPLIES	03/13/2024	01-320-5700	51.95	.00	
Total STAPLES:					122.71	.00	
SUBURBAN ELEVATOR COMPA	8106506726	YEARLY SERVICE 04.24-03.25	03/19/2024	01-350-5104	1,453.68	.00	
Total SUBURBAN ELEVATOR COMPANY:					1,453.68	.00	
TRESSLER LLP	483259	PROSECUTOR - FEBRUARY	03/13/2024	01-324-5122	1,842.00	.00	
TRESSLER LLP	483259	CITY ATTORNEY - FEBRUARY	03/13/2024	01-324-5120	21,061.00	.00	
TRESSLER LLP	483259	PROSECUTOR - FEBRUARY	03/13/2024	01-324-5122	50.00	.00	
Total TRESSLER LLP:					22,953.00	.00	
TRUGREEN PROCESSING CEN	187984586	PARKING LOT SALT	02/26/2024	52-300-5632	475.00	.00	
Total TRUGREEN PROCESSING CENTER:					475.00	.00	
UNIFIRST CORPORATION	1190109228	CARPET PD	03/14/2024	01-350-5104	128.80	.00	
UNIFIRST CORPORATION	1320114561	UNIFORMS PW	03/08/2024	01-350-5104	160.53	.00	
Total UNIFIRST CORPORATION:					289.33	.00	
VILLAGE OF MOUNT PROSPEC	3287-001 03.1	FEB 24- 3287-001	03/15/2024	51-300-5412	520.82	.00	
VILLAGE OF MOUNT PROSPEC	3288-001 03.1	FEB 24 - 3288-001	03/15/2024	51-300-5412	511.53	.00	
Total VILLAGE OF MOUNT PROSPECT:					1,032.35	.00	
WAREHOUSE DIRECT OFFICE	5681218-0	OFFICE SUPPLIES	03/07/2024	01-320-5700	43.23	.00	
WAREHOUSE DIRECT OFFICE	5683175-0	OFFICE SUPPLIES	03/11/2024	01-320-5700	27.04	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					70.27	.00	
Grand Totals:					180,595.89	.00	

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

Dated: ____

Mayor: ____

City Council: ____

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City Recorder: ____

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

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2031 WITHHOLDING - Q AFLA	AFLAC	327436	AFLAC FEB-MAR 24	03/12/2024	194.52	.00	
Total :					194.52	.00	
PUBLIC SAFETY FINES & FEES							
01-140-3500 TRAFFIC FINES	PHOTO ENFORCEMENT PROG	170260074412	1702600744127808	03/09/2024	100.00	.00	
Total PUBLIC SAFETY FINES & FEES:					100.00	.00	
CITY COUNCIL & BOARDS							
01-310-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	54.00	.00	
01-310-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	920.25	.00	
01-310-7020 EQUIPMENT	5533 OFFICE CENTER	11.28.23	AV CONSULTING	11/28/2023	665.00	.00	
Total CITY COUNCIL & BOARDS:					1,639.25	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	239.50	.00	
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	4,136.79	.00	
01-320-5100 PROFESSIONAL SERVIC	CPI, INC.	872204	FSA / HRA FEES FEB 24	03/11/2024	135.00	.00	
01-320-5100 PROFESSIONAL SERVIC	PHYSICIANS IMMEDIATE CARE	5742543	NEW EE MEDICAL BUZBY	03/11/2024	285.00	.00	
01-320-5200 POSTAGE	FP FINANCE PROGRAM	36029998	MAR PAYMENT 2024	02/26/2024	185.95	.00	
01-320-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	82121029	APR 24 CH COPIER	03/01/2024	946.00	.00	
01-320-5310 MEMBERSHIPS	GOVERNMENT FINANCE OFFIC	00019639	GFOA 2023 CERT OF ACHEIVE	03/13/2024	460.00	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	8073522786	OFFICE SUPPLY	03/07/2024	70.76	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	8073588207	OFFICE SUPPLIES	03/13/2024	51.95	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	5681218-0	OFFICE SUPPLIES	03/07/2024	43.23	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	5683175-0	OFFICE SUPPLIES	03/11/2024	27.04	.00	
Total ADMINISTRATION:					6,581.22	.00	
FINANCE							
01-322-5101 AUDIT & FINANCE FEES	SPEER FINANCIAL INC	SERV21-03.20	2021 AUDIT TABLES	03/20/2024	450.00	.00	
Total FINANCE:					450.00	.00	
LEGAL							
01-324-5120 CITY ATTORNEY	TRESSLER LLP	483259	CITY ATTORNEY - FEBRUARY	03/13/2024	21,061.00	.00	
01-324-5122 CITY PROSECUTOR	TRESSLER LLP	483259	PROSECUTOR - FEBRUARY	03/13/2024	1,842.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-324-5122 CITY PROSECUTOR	TRESSLER LLP	483259	PROSECUTOR - FEBRUARY	03/13/2024	50.00	.00	
01-324-5123 LABOR ATTORNEY	AKERMAN LLP	9964254	PW LOCAL 150 CONTRACT	03/15/2024	935.00	.00	
Total LEGAL:					23,888.00	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	216.00	.00	
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	3,681.00	.00	
01-340-5100 PROFESSIONAL SERVIC	ANDREW HART	03.05.24	MILEAGE REIMBURSEMENT	03/05/2024	50.00	.00	
01-340-5222 LEGAL NOTICES	DES PLAINES JOURNAL INC	191824	LEGAL NOTICE	02/07/2024	164.29	.00	
01-340-7020 EQUIPMENT	CANON FINANCIAL SERVICES	31987259	FEB 24 COPIER	01/31/2024	198.97	.00	
Total BUILDING DEPARTMENT:					4,310.26	.00	
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	155.00	.00	
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	2,752.07	.00	
01-350-5020 VEHICLE MAINTENANCE	ARLINGTON HEIGHTS FORD IN	133544H	SQUAD PARTS 605	03/13/2024	32.43	.00	
01-350-5020 VEHICLE MAINTENANCE	ATLAS BOBCAT LLC	HZ0442	FLUID	02/27/2024	35.11	.00	
01-350-5020 VEHICLE MAINTENANCE	ATLAS BOBCAT LLC	HZ0454	AUTO PARTS 03.05.24	03/05/2024	58.93	.00	
01-350-5020 VEHICLE MAINTENANCE	ATLAS BOBCAT LLC	HZ0478	ELECTRICAL PART	03/05/2024	150.58	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	6871-238617	SQUAD PARTS	03/14/2024	113.80	.00	
01-350-5104 PROF SERVICES - BUILD	CHI-TOWN CLEANING SERVICE	24-0109	CUSTODIAL WORK FEB 24	03/09/2024	1,173.50	.00	
01-350-5104 PROF SERVICES - BUILD	FOX VALLEY FIRE & SAFETY C	IN00669557	PW EXTINGUISHER	03/07/2024	375.70	.00	
01-350-5104 PROF SERVICES - BUILD	SUBURBAN ELEVATOR COMPA	8106506726	YEARLY SERVICE 04.24-03.25	03/19/2024	1,453.68	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1190109228	CARPET PD	03/14/2024	128.80	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320114561	UNIFORMS PW	03/08/2024	160.53	.00	
01-350-5410 UTILITIES	COMED I	671703311103.	FEB24 1221 FORREST	03/14/2024	100.18	.00	
01-350-5632 ICE CONTROL MAINTEN	CARGILL, INC.	2909319538	rOAD SALT LAOD 5A	03/14/2024	4,023.29	.00	
01-350-5632 ICE CONTROL MAINTEN	CARGILL, INC.	2909324254	ROAD SALT LOAD 5B	03/15/2024	3,994.09	.00	
01-350-5650 LANDSCAPE SUPPLIES	CLESENS, INC	12738-00	LANDSCAPE SUPPLY	03/06/2024	370.00	.00	
01-350-5650 LANDSCAPE SUPPLIES	DES PLAINES MATERIAL & SUP	568479	dirt 03.06.24	03/06/2024	41.00	.00	
01-350-5650 LANDSCAPE SUPPLIES	DES PLAINES MATERIAL & SUP	568970	LANDSCAPE DIRT	03/12/2024	82.00	.00	
01-350-5710 OPERATING SUPPLIES	EL-COR INDUSTRIES INC	276720	SHOP SUPPLY	03/07/2024	364.99	.00	
01-350-5710 OPERATING SUPPLIES	HYPTE BRANDED SOLUTION	239940	PW CANOPY	03/15/2024	1,002.88	.00	
01-350-5721 SIGNS	HIGHSTAR TRAFFIC	118258	ROAD SIGNS	03/07/2024	589.55	.00	
01-350-5721 SIGNS	HIGHSTAR TRAFFIC	118290	DOG WASTE SIGNS	03/05/2024	188.00	.00	
01-350-5721 SIGNS	HIGHSTAR TRAFFIC	4150	STREET SIGNS	03/12/2024	2,221.35	.00	
01-350-5730 TOOLS	NAPA AUTO PARTS	6871-238795	SHOP TOOLS	03/14/2024	62.66	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PUBLIC WORKS:					19,630.12	.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	2,017.00	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	37,214.32	.00	
01-360-5100 PROFESSIONAL SERVIC	DACRA Adjudication System	DT 2024-02-08	MONTHLY SERVICE FEE	02/29/2024	1,500.00	.00	
01-360-5220 PHOTOCOPY	Macquarie Equipment Capital Inc	168019	LEASE MAR 24	03/12/2024	298.00	.00	
01-360-5330 TRAINING	ILLINOIS STATE POLICE	20240206440	LIQUOR LICENSE BACKGROUN	02/29/2024	28.25	.00	
01-360-5330 TRAINING	MAJOR CASE ASSISTANCE TEA	03.07.24 MCAT	AWARDS BNQT 2024	03/07/2024	90.00	.00	
01-360-5330 TRAINING	NORTH EAST MULTI-REGIONAL	348610	CONTROL TACTICS BLDG ENT	03/13/2024	175.00	.00	
01-360-5710 OPERATING SUPPLIES	Midwest Print & Imaging	52988	POLICE TOW LABEL	03/13/2024	140.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	127058	UNIFORMS	02/12/2024	20.45	.00	
01-360-5741 CLOTHING	MICHAEL A SMITH	03.11.24	UNIFORM REIMBURSEMENT	03/11/2024	181.00	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2330326	UNIFORM	03/12/2024	8.09	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2330329	HANDCUFFS	03/12/2024	61.18	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2330365	UNIFORM	03/12/2024	10.00	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2330606	UNIFORMS	03/13/2024	267.64	.00	
01-360-7022 POLICE - SMALL EQUIPM	PENTEGRA SYSTEMS LLC	66926	BADGING SYSTEM REPAIR	09/28/2023	455.00	.00	
Total PUBLIC SAFETY:					42,465.93	.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	531.00	.00	
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	6,580.66	.00	
Total REIMBURSABLE EXP:					7,111.66	.00	
Total GENERAL FUND:					106,370.96	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT							
EXPENSES							
13-300-5920 GRANT - HOTELS	HILTON - CHICAGO/NORTHBRO	04.30.24	3RD QTR TOURISM GRANT	03/01/2024	26,200.00	.00	
Total EXPENSES:					26,200.00	.00	
Total TOURISM DISTRICT:					26,200.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CAPITAL IMPROVEMENTS							
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	4755.180-18	WOLF RD SW #18	03/19/2024	5,965.94	.00	
Total :					5,965.94	.00	
Total CAPITAL IMPROVEMENTS:					5,965.94	.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	NORTH SUBURBAN EMPLOYEE	2.2024D	FEB 24 PPO DENTAL PREMIUM	02/29/2024	77.50	.00	
51-300-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	2.2024M	FEB 24 PPO PREMIUM	02/29/2024	1,376.04	.00	
51-300-5100 PROFESSIONAL SERVIC	HACH COMPANY	13938285	WATER TESTING REPAIR	02/27/2024	697.00	.00	
51-300-5410 UTILITIES	COMED I	0519321222-0	FEB24 218 fairway ct	03/15/2024	25.25	.00	
51-300-5412 WATER	ILLINOIS-AMERICAN WATER C	03.05.24	1217 E CAMP MCDONALD FEB	03/05/2024	37,145.85	.00	
51-300-5412 WATER	VILLAGE OF MOUNT PROSPEC	3287-001 03.1	FEB 24- 3287-001	03/15/2024	520.82	.00	
51-300-5412 WATER	VILLAGE OF MOUNT PROSPEC	3288-001 03.1	FEB 24 - 3288-001	03/15/2024	511.53	.00	
Total EXPENSES:					40,353.99	.00	
Total WATER FUND:					40,353.99	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5632 ICE CONTROL MAINTEN	TRUGREEN PROCESSING CEN	187984586	PARKING LOT SALT	02/26/2024	475.00	.00	
Total EXPENSES:					475.00	.00	
Total PARKING FUND:					475.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SANITARY SEWER FUND							
EXPENSES							
53-300-5100 PROFESSIONAL SERVIC	S D ENTERPRISES INC	2024.02	SEWER INSPECTION	02/29/2024	1,230.00	.00	
Total EXPENSES:					1,230.00	.00	
Total SANITARY SEWER FUND:					1,230.00	.00	
Grand Totals:					180,595.89	.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	106,370.96	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	26,200.00	.00	
CAPITAL IMPROVEMENTS			
Total CAPITAL IMPROVEMENTS:	5,965.94	.00	
WATER FUND			
Total WATER FUND:	40,353.99	.00	
PARKING FUND			
Total PARKING FUND:	475.00	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	1,230.00	.00	
Grand Totals:	180,595.89	.00	