



## Village of Hanover Park Administration

Municipal Building  
2121 Lake Street  
Hanover Park, IL 60133-4398

630-823-5600  
FAX 630-823-5786  
www.hpil.org

**PRESIDENT**  
RODNEY S. CRAIG

**VILLAGE CLERK**  
EIRA CORRAL

**TRUSTEES**  
WILLIAM CANNON  
JAMES KEMPER  
JON KUNKEL  
HERB PORTER  
RICK ROBERTS  
LISA TROUSDALE

**VILLAGE MANAGER**  
JULIANA A. MALLER

### VILLAGE OF HANOVER PARK

#### VILLAGE BOARD REGULAR MEETING

Municipal Building: 2121 Lake Street, Hanover Park, IL 60133

Thursday, August 4, 2016  
7:00 p.m.

#### AGENDA

1. **CALL TO ORDER – ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **ACCEPTANCE OF AGENDA**
4. **PRESENTATIONS**
  - a. Presentation – Sister Cities
  - b. Recognition – Veteran Dave Warkel
  - c. Proclamation – Play Ball

5. **TOWNHALL SESSION**

Persons wishing to address the public body must register prior to Call to Order.  
Please note that public comment is limited to 5 minutes.

6. **VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG**

- a. Move approval by omnibus vote items on the consent agenda.

Consent Agenda - Omnibus Vote

Illinois law permits municipalities to adopt by one single unanimous roll-call vote of the Board of Trustees and the Village President a group of designated ordinances, orders resolutions, or motions placed together for voting purposes in a single group.

All items marked with (C.A.) are considered routine and thus are considered to be on the Consent Agenda. Following the motion's second, a brief discussion may be held about any designated item. If lengthier discussion or debate is needed, any Trustee or the Village President may request any item to be removed from the motion and those items will be considered during the regular course of the meeting as they appear on the agenda.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

- 6-A.1** Motion to approve the Minutes of the Regular meeting of July 21, 2016.
- (C.A.)**
- 6-A.2** Motion to approve a three-year contract with D & D Maintenance for the snow removal of the Village cul-de-sacs, in which the first year's cost is in an amount not to exceed \$90,000, and authorize the Village Manager to execute the necessary documents.
- (C.A.)**
- 6-A.3** Motion to accept the proposal from RJN Group of Wheaton for an amount not to exceed \$24,475 for observation services relating to the sanitary sewer system and authorize the Village Manager to execute the necessary documents.
- (C.A.)**
- 6-A.4** Move to pass a Resolution authorizing the service agreement between Andy Frain Services, Inc. and the Village of Hanover Park.
- (C.A.)**
- 6-A.5** Review proposed Budget and Property Tax Levy Calendar and receive input from the Village Board and public for the Fiscal Year 2017 Budget Development.
- 6-A.6** Motion to approve Warrant 8/4/2016 in the amount of \$816,624.68.
- 6-A.7** Motion to approve Warrant Paid in Advance (7/12/16-7/28/16) in the amount of \$678,664.65.
- 6-A.8** Approve Warrant June 2016 P-Cards in the amount of \$48,444.49.

**7. VILLAGE MANAGER'S REPORT – JULIANA MALLER**

- a. Treasurer's Report – June
- b. Quarterly Financial Report

**8. VILLAGE CLERK'S REPORT – EIRA L. CORRAL SEPÚLVEDA**

**9. CORPORATION COUNSEL'S REPORT – BERNARD Z. PAUL**

**10. VILLAGE TRUSTEES REPORTS**

**10-A. RICK ROBERTS**

**10-B. HERB PORTER**

**10-C. JAMES KEMPER**

**10-D. LISA TROUSDALE**

**10-E. JON KUNKEL**

**10-F. BILL CANNON**

**11. EXECUTIVE SESSION**

- a. Section 2(c)(11) – Probable Litigation (900 Irving Park Road)
- b. Section 2(c)(11) – Pending Litigation (Hanover Square)
- c. Section 2(c)(5) – Purchase of Real Property for Use of the Village

**12. ADJOURNMENT**



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## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR MEETING

**Municipal Building: 2121 Lake Street, Hanover Park, IL 60133**

**Thursday, July 21, 2016  
7:00 p.m.**

### MINUTES

#### 1. **CALL TO ORDER – ROLL CALL**

Deputy Village President Roberts called the meeting to order at 7:00 p.m.

Roll Call:

PRESENT	Trustees: Porter, Kemper, Trousdale, Kunkel, Deputy Village President Roberts, Cannon arrived at 7:29 pm.
ABSENT	Trustee(s): None
ALSO PRESENT	Village President: Craig Village Manager Juliana Maller, Village Attorney Paul and Department Heads

Quorum established.

#### 2. **PLEDGE OF ALLEGIANCE**

Recital of the Pledge of Allegiance.

#### 3. **ACCEPTANCE OF AGENDA**

Motion by Trustee Kemper, and seconded by Trustee Kunkel to accept the Agenda.

Roll Call:

AYES:	Trustees: Porter, Kemper, Trousdale, Kunkel, Deputy Village President Roberts
NAYS:	Trustees: None
ABSENT:	Trustee: Cannon
ABSTAIN:	Trustee: None

**Motion passes:** Motion passes.



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## 4. PRESENTATIONS

- a. Swearing In – Firefighter/Paramedic Ethan Gibbons
- b. Commendation (Narcans Save) – Officers Kajohnkittiyuth & Lopez
- c. Commendation (Narcans Save) – Officer Stotz
- d. PD Pounds for Blue Donation to Veterans Committee & Special Olympics

Trustee Cannon arrives at 7:29 pm.

## 5. TOWNHALL SESSION

None

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes.

## 6. DEPUTY VILLAGE PRESIDENT REPORT – RICK ROBERTS

Deputy Village President Roberts noted that Mayor Craig was absent.

Deputy Village President Roberts thanked the Police Department for their generous donation towards the War Dog Memorial fund.

Motion by Trustee Kemper and seconded by Trustee Kunkel to approve items on the Consent Agenda by Omnibus vote.

No discussion.

AYES:	Trustees:	Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Mayor Roberts
NAYS:	Trustees:	None
ABSENT:	Trustee:	None
ABSTAIN:	Trustee:	None

Motion passes.

All items marked with (C.A) are considered routine and thus are considered to be on the Consent Agenda.

**6-A.1** Move to approve the Minutes of the Regular meeting of June 16, 2016.  
**(C.A.)**



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**6-A.2 (C.A.)** Move to pass a Resolution authorizing an Intergovernmental Agreement by and between the Village of Hanover Park and the Metropolitan Water Reclamation District of Greater Chicago for the distribution of Rain Barrels.

**6-A.3 (C.A.)** Move to accept the DuPage County Procurement Services Bid and award the contract for road salt to Compass Minerals America for an amount not to exceed \$101,430 and authorize the Village Manager to execute the necessary documents.

**6.A.4 (C.A.)** Move to establish a purchase order to Atlas Bobcat for a 2016 E-42 Bobcat Compact Excavator in an amount not to exceed \$45,037 and authorize the Village Manager to execute the necessary documents.

**6-A.5 (C.A.)** Move to approve the fourth year of a five-year contract with Snow Systems for snow removal in the Commuter Parking Lots for an amount not to exceed \$28,000 and authorize the Village Manager to execute the necessary documents.

**6-A.6 (C.A.)** Move to award a five year extension to the contract with Synagro Central, LLC for sludge disposal services and authorize the Village Manager to execute the necessary documents.

**6-A.7 (C.A.)** Move to pass an Ordinance authorizing the disposal of personal property owned by the Village of Hanover Park and authorize the Village Manger to execute all necessary documents of sale.

**6-A.8** Move to pass an Ordinance authorizing a fourth amendment to the FY'16 budget of the Village of Hanover Park. *A two-thirds vote of the corporate authority is required.*

Motion by Trustee Kemper and seconded by Trustee Porter to approve the fourth amendment to the FY' 16 budget of the Village of Hanover Park.

No questions.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts

NAYS: Trustees: None

ABSENT: Trustees: None

ABSTAIN: Trustee: None

Motion passes.



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- 6.A.9** Motion by Trustee Kemper and seconded by Trustee Kunkel to approve the execution of a contract in the amount of \$367,699.95 with PR Grading Corporation, within SSA #5, for drainage and paving improvements and authorize the Village Manager to execute the necessary documents.

No questions.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts  
NAYS: Trustees: None  
ABSENT: Trustee: None  
ABSTAIN: Trustee: None

Motion passes.

- 6.A.10** Motion by Trustee Kemper and seconded by Trustee Kunkel to waive competitive bidding and approve the purchase of 45 desktop computers and 5 laptops from Dell in the amount of \$58,085.90. *A two-thirds vote of the corporate authority is required.*

It was questioned and answered that the reason the Village was not bidding was due to the standardization of all computer systems being through Dell and purchasing directly through Dell lead to the best pricing. Furthermore, Dell suppliers decline to bid for this reason.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts  
NAYS: Trustees: None  
ABSENT: Trustee: None  
ABSTAIN: Trustee: None

Motion passes.

- 6.A.11** Motion by Trustee Kunkel and seconded by Trustee Porter to accept a proposal from SAFEbuilt Illinois, LLC to provide plumbing inspection services for a contractual term of one year and authorize the Village Manager to execute the necessary documents.

Trustee Kemper noted that he is not a supervisory employee of SAFEbuilt and owned no interest in the business and I does not share in any way in its profits. And would refrain from participating in discussion and would leave the Dias and I would abstain from voting.



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No questions.

Roll Call:

AYES: Trustees: Porter, Trousdale, Kunkel, Cannon, Deputy Village President Roberts  
NAYS: Trustees: None  
ABSENT: Trustees: None  
ABSTAIN: Trustee: Kemper

Motion passes.

**6-A.12** Motion by Trustee Kemper and seconded by Trustee Kunkel to approve Warrant 7/21/2016 in the amount of \$1,331,993.28.

No questions.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts  
NAYS: Trustees: None  
ABSENT: Trustee: None  
ABSTAIN: Trustee: None

Motion passes.

**6-A.13** Motion by Trustee Kemper and seconded by Trustee Kunkel to approve Warrant Paid in Advance (6/10/16-7/12/16) in the amount of \$2,277,933.74.

No questions.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts  
NAYS: Trustees: None  
ABSENT: Trustee: None  
ABSTAIN: Trustee: None

Motion passes.

**6-A.14** Motion by Trustee Kemper and seconded by Trustee Cannon to approve Warrant May 2016 P-Cards in the amount of \$30,919.99.



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No questions.

Roll Call:

AYES: Trustees: Porter, Kemper, Trousdale, Kunkel, Cannon, Deputy Village President Roberts

NAYS: Trustees: None

ABSENT: Trustee: None

ABSTAIN: Trustee: None

Motion passes.

### 7. VILLAGE MANAGER'S REPORT – JULIANA MALLER

No report.

### 8. VILLAGE CLERK'S REPORT – EIRA L. CORRAL

Clerk Corral Sepúlveda thanked the trustee's for their attendance and support of the June event at the Boomers Stadium with the Northwest Hispanic Chamber of Commerce and spoke to the success of the partnership between the ACCION organization and the Village of Hanover Park event for small businesses.

Clerk Corral Sepúlveda spoke to the 911 upcoming race event on September 10, 2016 which will be sponsored by the newly created Special Events Committee. She also thanked all who attended and lent their support to the Walkathon, for Saint Ansgar Church. She recognized Martha Corral who was instrumental in the success of the event which generated \$15,500 dollars for community programs.

Clerk Corral Sepúlveda spoke to the recent golf event sponsored by the Bartlett Area Chamber of Commerce and to the partnership between the Village of Hanover Park and athletic organization. She spoke to the Clerk's Office Youth Activities scholarship program which assists children in our community to participate in baseball, football and the arts, such as the Faubourg Theatre organization. She invited all to the upcoming Faubourg Theatre picnic event at Heritage Park.

Clerk Corral Sepúlveda thanked PD staff for their attendance and support of the DuPage Unity event.



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### 9. CORPORATION COUNSEL'S REPORT – BERNARD Z. PAUL

No report.

### 10. VILLAGE TRUSTEES REPORTS:

#### 10-A. HERB PORTER

Trustee Porter spoke to his attendance at the Sister Cities International Conference in Washington, DC and noted that our Sister Cities Committee received the International Award for Best Program, for their efforts with our Sister City in Cape Coast, Ghana which provides programs, in health awareness, medical equipment, and safe practices for HIV Aids control. The recognition award will be presented during the August 4, 2016 board meeting when Village President Craig returns.

Trustee Porter thanked all involved in all the Sister City Committee efforts and noted that the Sister Cities Committee, through our sister city in Valparaiso, Mexico has also provided a team of high school students, in Zacatecas, Mexico, with soccer uniforms and soccer equipment thus allowing them to participate and represent their school in their high school league.

Trustee Porter spoke to the upcoming Race to Remember event scheduled for September 10, 2016.

Trustee Porter also noted that there is a Special Event Committee being established. This special event committee will be organizing the events of the village in the upcoming 2017 year.

Trustee Porter closed by noting that the CONECT Committee and the Community Development Commission, together, will be working towards updating the business sign's and signage code to unify and/or standardize the signs throughout the village and still maintain the needs and approval from the business community.

#### 10-B. JAMES KEMPER



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Trustee Kemper spoke to the accomplishments that the Sister Cities Committee efforts have achieved, and thanked PD staff on their participation efforts for the recent Cops Day Picnic event which was well attended and still proves to be a community favorite.

### 10-C. LISA TROUSDALE

Trustee Trousdale spoke to her participation in the Torch Run and to the serendipitous meeting during the Torch Run that led to a partnership with a village employee to form the Village of Hanover Park Runners Club.

### 10-D. JON KUNKEL

Trustee Kunkel noted the cancelation of the Star Gazing event in Hanover Park and to the HPLL baseball game scheduled on August 1, 2016.

### 10-E. BILL CANNON

No report.

### 10-F. RICK ROBERTS

Deputy Mayor Roberts spoke to the Trickster Gallery and their recent event for veterans.

Trustee Roberts noted the progress taking place on the construction efforts regarding the bridge at County Farm Road.

## 11. ADJOURNMENT

Motion to go adjourn made by Trustee Porter and seconded by Trustee Cannon.

Voice vote:  
All Ayes.

Motion carried: Meeting adjourned at 8:01 P.M.

Recorded and transcribed by:



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Eira L. Corral Sepúlveda, Village Clerk

Minutes approved by President and Board of Trustees on this: July 21, 2016.


**Village of Hanover Park**
**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana A. Maller, Village Manager  
T. J. Moore, Director of Engineering and Public Works

**SUBJECT:** Cul-de-Sac Snow Removal

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 4, 2016

**Executive Summary**

Staff is recommending that the President and Village Board approve a three-year contract with D & D Maintenance for the contractual snow removal from the Village cul-de-sacs, for which the first year's cost is in an amount not to exceed \$90,000.

**Discussion**

The Public Works Department opened formal bids on May 26, 2016 for snow removal from 193 cul-de-sacs. D & D Maintenance of Elgin was the low bid contractor and the results are listed below.

	<u>2017</u>	<u>2018</u>	<u>2019</u>
D & D Maintenance	\$ 8,000	\$ 8,000	\$ 8,000
Northwest Snow and Ice Control	9,035	9,035	9,035
Snow Systems Inc.	11,000	11,000	11,000
All Cleaners Inc.	15,720	15,720	15,720

This year's contract for \$90,000 is for an anticipated 11 plowing events which is our five year average.

This is the first time that D & D Maintenance has been the low bidder or worked for the Village. A check of their professional references returned very positive results. This service is bid as a three year contract, however, should performance be below expectations, the agreement can be terminated and a new vendor solicited.

Agreement Name: \_\_\_\_\_

Executed By: Juliana Maller

Regular Board Meeting  
August 4, 2016 Pg. 13

**Recommended Action**

Motion to approve a three-year contract with D & D Maintenance for the snow removal of the Village cul-de-sacs, in which the first year's cost is in an amount not to exceed \$90,000, and authorize the Village Manager to execute the necessary documents.

**Attachments:** Contract  
Proposal  
Invitation to Bid  
Bid Tab

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$90,000	
<b>Actual Cost:</b>	\$90,000	
<b>Account Number:</b>	10-60-6200-403-435	

VILLAGE OF HANOVER PARK  
2121 LAKE STREET  
HANOVER PARK, ILLINOIS 60133

CONTRACT

THIS AGREEMENT made this 21st day of July, 2016 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and D & D Maintenance located at 9N757 Bowes Bend Drive, Elgin, IL 60124 hereinafter called the "Contractor".

WITNESSETH:

WHEREAS, the Owner has heretofore solicited Bid Proposals for all labor and materials necessary to complete the work specified in the Snow Removal of 193 Cul de Sacs bid.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the snow removal in accordance with the conditions and prices stated in the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions, Specifications and Bid Proposal all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

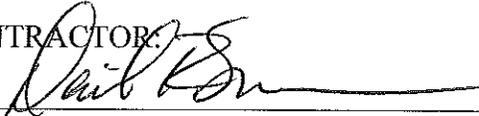
IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: \_\_\_\_\_  
Juliana A. Maller, Village Manager

ATTEST:

\_\_\_\_\_  
Eira L. Corral Sepúlveda, Village Clerk

CONTRACTOR: \_\_\_\_\_  
BY:   
Signature

Print Name and Title: DANIEL R. IMSE OWNER

IF CORPORATION ATTEST AND SEAL BELOW

**BID PROPOSAL****FOR****SNOW REMOVAL – 193 Cul-de-Sacs**

**To:** Eira L. Corral Sepúlveda, Village Clerk  
 Village of Hanover Park  
 2121 Lake Street  
 Hanover Park, IL 60133

**From:** D&D MAINTENANCE DANIEL R. IMSE Bidder's Name  
9N757 BOWES BEND DR Address  
ELGIN, IL 60124  
847-528-1892 Phone

The undersigned Bidder having examined the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions (if any), Specifications and this Bid Proposal hereby proposes to furnish all labor, equipment and material necessary and incidental to complete the above named project.

The undersigned Bidder agrees to comply with all bid documents including the Invitation to Bid, Instructions To Bidders - General Conditions, Special Conditions (if any) Specifications and this Bid Proposal by entering into a contract with the Village with the following terms;

<u>Items</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>
Cul-de-Sac Snow Removal < 6 Inches Less than 900 SY	Each	78	\$ <u>3233.10</u> 2017
			\$ <u>3233.10</u> 2018
			\$ <u>3233.10</u> 2019
Cul-de-Sac Snow Removal < 6 Inches 901 – 1,399 SY	Each	46	\$ <u>1906.70</u> 2017
			\$ <u>1906.70</u> 2018
			\$ <u>1906.70</u> 2019
Cul-de-Sac Snow Removal < 6 Inches Greater than 1,400 SY	Each	69	\$ <u>2860.20</u> 2017
			\$ <u>2860.20</u> 2018
			\$ <u>2860.20</u> 2019
<b>Total Per Event</b>			\$ <u>8000.00</u> 2017
			\$ <u>8000.00</u> 2018
			\$ <u>8000.00</u> 2019

Assume seven (7) plow events per season.

**Hourly Rate**

<u>Equipment Type</u>	<u>Model</u>	<u>Hourly Rate</u>
4 X 4 Pickup	CHEV/FORD	\$ 100.00
Dump Truck with Plow (Minimum 25,000 GVW)	TOP KICK	\$ 155.00
Semi-Truck	FREIGHTLINER	\$ 200.00
Loader (Rubber Tired)	HYUNDAI	\$ 175.00
Skid Steer	CAT 252B	\$ 125.00
Other		\$

The Contractor and each subcontractor shall pay its laborers, workers, and mechanics constructing public works under this contract not less than the prevailing wages as determined by the Illinois Department of Labor pursuant to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.). It shall be the responsibility of the Contractor to monitor the prevailing wage rates for any increase in rates during the contract and adjust wage rates for any increase in rates during the contract and adjust wage rates accordingly. The current prevailing wage rates are available on the Illinois Department of Labor web site at [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol) or by calling the Village of Hanover Park at 630-823-5602.

The Contractor and its Subcontractors shall comply with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 et seq.) and prior to commencing work on a "public works" project (as defined in the Prevailing Wage Act) file with the Village its program to comply with the Act or file that portion of its collective bargaining agreement that deals with the matters covered by the Act.

The Contractor and its Subcontractors shall comply with Section 5 of the Act that requires the Contractor and its Subcontractors to submit to the Village monthly certified payroll records along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the Contractor or Subcontractor is aware that filing records it knows to be false is a Class B misdemeanor. Each month's certified payroll(s) must be filed with the Village before the end of the next month.

The Contractor shall comply with Employee Classification Act (820 ILCS 185/1-999) effective January 1, 2008 which establishes criteria to determine if an individual performing services is an employee of the contractor or is an independent contractor. Individuals performing services for contractors are presumed to be employees of the contractor unless they meet criteria specified in Section 10 of the law. Contractors determined to be in violation of the Act are subject to civil and criminal penalties

The undersigned Bidder (1) hereby certifies that it is not barred from bidding or contracting with the Village as a result of a violation of either Paragraph 33E-3 or 33E-4 of Act 5, Chapter 720 of the Illinois Compiled Statutes regarding criminal interference with public contracting; (2) hereby swears under oath that it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue as required by Chapter 65, Act 5, paragraph 11-42.1-1 of the Illinois Compiled Statutes; (3) and hereby states that it has a written sexual harassment policy as required by the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4).

Complete all blanks of either paragraph A, B or C that is the same as the Bidder's status.

A. (If an Individual) Dated this 23 day of MAY, 20 16  
Signature of Bidder: [Signature]  
Business Address: 91757 BOWES BEND DR  
ELGIN IL 60124

B. (If a Partnership) Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
Firm Name: \_\_\_\_\_  
Signed By: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Insert name and address of all Partners \_\_\_\_\_

C. (If Corporation) Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
Corporate Name: \_\_\_\_\_  
Signed By: \_\_\_\_\_ (President)  
Business Address: \_\_\_\_\_  
INSERT NAMES OF OFFICERS President: \_\_\_\_\_  
Secretary: \_\_\_\_\_  
Treasurer: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
(Secretary)

We acknowledge receipt of Addenda as follows:

Addendum Number	Date Received
_____	_____
_____	_____
_____	_____

**INVITATION  
TO  
BID**

The Village of Hanover Park, Illinois is soliciting sealed bids for

**Snow Removal – 193 Cul-de-Sacs**

Sealed bids will be received until 11:00 am, on Thursday, May 26, 2016 in the office of the Village Clerk, 2121 Lake Street, Hanover Park, Illinois, 60133, at which time they will be publicly opened and read aloud. It is the responsibility of the bidder to meet all requirements of the bid documents.

Specifications and complete bid documents may be obtained from the Office of the Village Clerk at 2121 Lake Street, Hanover Park, Illinois beginning Tuesday, April 26, 2016.

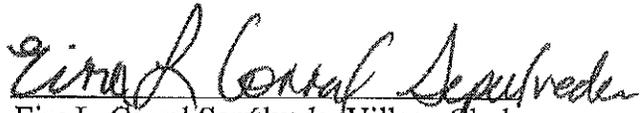
Bidders are advised of the following requirements of this contract: 1) 10% Bid Security with the bid submittal; 2) Adherence to Public Act 30 ILCS 570 Employment of Illinois Workers on Public Works projects.

The Board of Trustees of the Village of Hanover Park reserves the right to reject any and all bids or to waive any technicalities, discrepancies, or information in the bids. The Village of Hanover Park does not discriminate in admission, access to, treatment, or employment in its programs and activities.

General questions regarding this Invitation to Bid shall be directed to Scott Weber, Street/Forestry Supervisor, at 630-823-5700. All detailed questions concerning the actual bid specifications are to be forwarded in writing via fax to 630-823-5704 or email [sweber@hpil.org](mailto:sweber@hpil.org) no less than five business days prior to the scheduled bid opening date.

Dated

4/20/2016

  
Eira L. Corral Sepúlveda, Village Clerk

**VILLAGE OF HANOVER PARK, ILLINOIS**

**INSTRUCTIONS TO BIDDERS - GENERAL CONDITIONS**

These Instructions to Bidders and General Conditions apply to all bids requested and accepted by the Village and become a part of the contract unless otherwise specified. Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids. The Village assumes that submission of a bid means that the Bidder has familiarized himself with all conditions and intends to comply with them unless noted otherwise.

1. **Forms** – All bids must be submitted on the forms provided, complete with all blank spaces filled in and properly signed in ink in the proper spaces and submitted in a sealed envelope. All bid forms may be obtained from the Office of the Village Clerk, 2121 Lake Street, Hanover Park, IL 60133 and when completed delivered to the Office of the Village Clerk prior to the bid opening date and time. Bids must be identified as such on the outside of the sealed envelope by marking the envelope “SEALED BID” and with the following information: Company’s name, address, item bid, date and time of opening. Bidders may attach separate sheets for the purpose of explanation, exception, or alternative proposal and to cover required unit prices.
  
2. **Examination of Bid Forms, Specifications, and Site** – The bidder shall carefully examine the bid forms which may include the invitation to bid, instruction to bidders, general conditions, special conditions, plans, specifications, bond, contract, and any addenda to them, and sites of the proposed work (when known) before submitting the bid. The submission of the bid shall be considered conclusive evidence that the bidder has investigated and is satisfied as to all conditions to be encountered in performing the work, and is fully informed as to character, quality, quantities, and costs of work to be performed and materials to be furnished, and as to the requirements of the bid forms. If the bid is accepted, the bidder will be responsible for all errors in his proposal resulting from his failure or neglect to comply with these instructions, and the Village shall not be responsible for any charge for extra work or change in anticipated profits resulting from such failure or neglect.
  
3. **Interpretation of Bid Documents** – Questions regarding bid documents, discrepancies, omissions, or intent of the specifications or plans shall be submitted in writing to the Village Clerk at least ten (10) working days prior to opening of bids to provide time for issuing and forwarding an addendum. Any interpretations of the Contract Documents will be made only by addendum duly issued or delivered by the Village to each person receiving a set of bid documents. The Village will not be responsible for any other explanations for interpretations of the Contract Documents.

Letters, requested interpretations, clarifications, and/or explanations shall be so noted on the outside of the envelope and on the first page of the letter with the words, INTERPRETATION REQUEST. Letters not properly marked will not be considered as a formal request. Any letter received within ten working days of the bid date will be returned unopened.

4. **Bid Guarantee** – Unless specifically waived, each bid shall be accompanied by a bid deposit in an amount of ten percent (10%) or such other percentage as stated in the supplementary conditions of the full amount of the bid in the form of a certified or bank cashier’s check or bid bond. In a reasonable time after the bid opening, bid deposits of all except the three lowest responsible bidders will be released. The remaining deposits will be released after the successful bidder has entered into the contract and furnished the required insurance and bonds. The bid deposit shall become the property of the Village if the successful bidder within fourteen (14) days from awarding the contract refuses or is unable to comply with the contract requirements.

5. **Receiving Bids** – Bids received prior to the time of opening will be securely kept, unopened. The Village Clerk, whose duty it is to open them, will decide when the specified time has arrived, and no bid received thereafter will be considered. No responsibility will be attached to the Village Clerk or the Village for the premature or nonopening of a bid not properly addressed and identified, except as otherwise provided by law.
6. **Late and Fax Bids** – Bids arriving after the specified time, whether sent by mail, courier, or in person, will not be accepted and will be refused and returned unopened. It is the bidder's responsibility for timely delivery regardless of the methods used. Mailed bids which are delivered after the specified hour will not be accepted regardless of postmarked time on the envelope. Facsimile machine transmitted bids will not be accepted, nor will the Village transmit bid documents to prospective bidders by way of a facsimile machine.
7. **Completeness** – All information required by the Invitation to Bid must be supplied to constitute a responsive bid.
8. **Error in Bids** – When an error is made in extending total prices, the unit bid price and/or written words shall govern. Otherwise, the bidder is not relieved from errors in bid preparation. Erasures in bids must be explained over signature of bidder.
9. **Withdrawal of Bids** – A written request for the withdrawal of a bid or any part thereof may be granted if the request is received by the Village Clerk prior to the specified time of opening. After the opening, the bidder cannot withdraw or cancel his bid for a period of forty-five (45) calendar days, or such longer time as stated in the bid documents.
10. **Bidder Interested in More than One Bid** – Unless otherwise specified, if more than one bid is offered by any one party, by or in the name of his or their agent, partner, or other persons, all such bids may be rejected. A party who has quoted prices on work, materials, or supplies to other bidders is not thereby disqualified from quoting prices to other bidders or from submitting a bid directly for the work, materials, or supplies.
11. **Bid Award for All or Part** – Unless otherwise specified, bids shall be submitted for all of the work or items for which bids are requested. The Village reserves the right to make award on all items, or any of the items, according to the best interests of the Village.
12. **Samples** – Samples or drawings requested shall be delivered and removed at no cost to the Village. The Village shall not be responsible for damage to samples. Samples shall be removed by the bidder within thirty (30) days after notification. Samples must be submitted prior to the time set for the opening of bids.
13. **Equipment or Materials** – Each bidder shall submit catalogs, descriptive literature, and detailed drawings necessary to fully describe those features or the material or work not covered in the specifications. The parts and materials bids must be of current date (latest model) and meet specifications. This provision excludes surplus, remanufactured, and used products except as an alternate bid. The brand name and/or manufacturer of each item proposed must be clearly stated. Guarantee and/or warranty information must be included with this bid.
14. **Estimated Bid Quantities** – On "Estimated Quantities", the Village may purchase more or less than the estimates. The Contractor shall not be required to deliver more than ten (10) percent in excess of the estimated quantity of each item, unless otherwise agreed upon.
15. **Trade Names – Alternative Bid** – When an item is identified in the specifications by a manufacturer's or trade name or catalog number, the bidder shall bid upon the item so identified.

If the specifications state "or equal" bids on other items will be considered, provided the bidder clearly identifies in his proposal the item to be furnished, together with any descriptive matter which will indicate the character of the item.

Bidders desiring to bid on items which deviate from these specifications, but which they believe are equivalent, are requested to submit alternate bids. However, ALTERNATE BIDS MUST BE CLEARLY INDICATED AS SUCH AND DEVIATIONS FROM THE APPLICABLE SPECIFICATIONS PLAINLY NOTED. The bid must be accompanied by complete specifications for the items offered. Bidders wishing to submit a secondary bid must submit it as an alternate bid.

The Village shall be the sole and final judge unequivocally as to whether any substitute from the specifications is of equivalent or better quality.

16. **Price** – Unit prices shall be shown for each unit on which there is a bid as well as the aggregate price and shall include all packing, crating, freight and shipping charges, and cost of unloading at the destination unless otherwise stated in the bid.

Unit prices shall not include any local, state, or federal taxes. The Village is exempt, by law, from paying State and Village Retailer's Occupation Tax, State Service Occupation and Use Tax and Federal Excise Tax. The Village will supply the successful bidder with its tax exemption number.

Cash discounts will not be considered in determining overall price, but may be used in an overall evaluation.

17. **Consideration of Bid** – No bid will be accepted from or contract awarded to any person, firm or corporation that is in arrears or is in default to the Village upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the Village or had failed to perform faithfully any previous contract with the Village.

The bidder, if requested, shall present within 48 hours evidence satisfactory to the Village of performance ability and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these specifications and contract documents.

18. **Award or Rejection** – The Village reserves the right to reject and/or award any and all bids or parts thereof and to waive formalities and technicalities according to the best interests of the Village. Any bid submitted will be binding for forty-five (45) days subsequent to the date of the bid opening. A contract will be awarded to the lowest responsible bidder complying with the conditions of the contract documents only when it is in the best interest of the Village to accept the bid. The Village shall be the sole judge of compliance with the specifications and reserves the right to accept or reject any and/or all bids or parts thereof.

19. **Execution of Contract** – The successful bidder shall, within fourteen (14) days after notification of the award: (a) enter into a contract in writing with the Village covering all matters and things as are set forth in the specifications and his bid and (b) carry insurance acceptable to the Village, covering public liability, property damage, and workmen's compensation.

After the acceptance and award of the bid and upon receipt of a written purchase order executed by the proper officials of the Village, this Instruction to Bidders, including the specifications, will constitute part of the legal contract between the Village of Hanover Park and the successful bidder.

20. **Performance Bond** – Unless specifically waived or amended in the Special Conditions, the successful bidder shall furnish at the time of execution of the contract a bond for the full amount of the contract acceptable in form and surety to the Village conditioned upon the faithful performance

and completion of the contract, payment of material used in such work, and for all labor performed in such work including by subcontractors.

In the event that the bidder fails to furnish the performance bond within 14 days after notification of the award, then the bid guarantee shall be retained by the Village as liquidated damages and not as a penalty. It being now agreed that the sum is a fair estimate of the amount of damages that the Village will sustain due to the bidder's failure to furnish the bond.

21. **Payment** – Payment will be made within thirty (30) days after acceptance of the job by the Village after the completion of the work as covered within the contract documents.
  
22. **Compliance with All Laws** – All work under the contract must be executed in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations which may in any manner affect the preparation of the bid or performance of the contract. This includes paying the prevailing rate of wages as established by the Village which requires that the Contractor and each subcontractor pay its laborers, workers, and mechanics constructing public works under this contract not less than the prevailing wages as determined by the Illinois Department of Labor pursuant to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.). It shall be the responsibility of the Contractor to monitor the prevailing wage rates for any increase in rates during the contract and adjust wage rates accordingly. The current prevailing wage rates are available on the Illinois Department of Labor web site at [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol) or by calling the Village of Hanover Park at 630-823-5602.
 

The Contractor and its subcontractors shall comply with Section 5 of the Act that requires the Contractor and its subcontractors to submit to the Village monthly certified payroll records along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the Contractor or subcontractor is aware that filing records it knows to be false is a Class B misdemeanor. Each month's certified payroll(s) must be filed with the Village before the end of the next month or prior to payment by the Village for work that includes that payroll.
  
23. **Compliance with the Substance Abuse Prevention on Public Works Projects Act** – The Contractor and its subcontractors shall comply with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 et seq.) and prior to commencing work on a “public works” project (as defined in the Prevailing Wage Act) file with the Village its program to comply with the Act or file that portion of its collective bargaining agreement that deals with the matters covered by the Act.
  
24. **Contract Alterations** – No amendment of a contract shall be valid unless made in writing and signed by the Village Manager or his authorized agent.
  
25. **Notices** – All notices required by the contract shall be given in writing.
  
26. **Nonassignability** – The Contractor shall not assign the contract, or any part thereof, to any other person, firm, or corporation without the previous written consent of the Village Manager. Such assignment shall not relieve the Contractor from his obligations, or change the terms of the contract.
  
27. **Indemnity** – To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the Village, its officials, agents, and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost, and expenses, which may in anywise accrue against the Village, its officials, agents, and employees, arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may anywise result therefore, except that arising out of the sole legal

cause of the Village, its agents, or employees, the Contractor shall, at its own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village, its officials, agents, and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

Contractor expressly understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep, and save harmless and defend the Village, its officials, agents, and employees as herein provided.

28. **Insurance** – In submission of a bid, the bidder is certifying that he has all insurance coverages required by law or would normally be expected for bidder's type of business. In addition, the bidder is certifying that he has or will obtain at least the insurance coverages on the attached Liability Insurance Contract Specifications.
29. **Equal Employment Opportunity** – During the performance of the contract and/or supplying of materials, equipment, and suppliers, bidder must be in full compliance with all provisions of the Acts of the General Assembly of the State of Illinois relating to employment, including equal opportunity requirements.
30. **Default** – The Village may terminate a contract by written notice of default to the Contractor if:
  - a. The Contractor fails to make delivery of the materials or perform the services within the time specified in the proposal, or
  - b. fails to make progress so as to endanger performance of the contract, or
  - c. fails to provide or maintain in full force and effect, the liability and indemnification coverages or performance bond as required.

If the Village terminates the contract, the Village may procure supplies or services similar to those so terminated, and the Contractor shall be liable to the Village for any excess costs for similar supplies and services, unless the Contractor provides acceptable evidence that failure to perform the contract was due to causes beyond the control and without the fault or negligence of the Contractor.

31. **Inspection** – The Village shall have a right to inspect, by its authorized representative, any material, components, or workmanship as herein specified. Materials, components, or workmanship that have been rejected by the authorized representative as not in accordance with the terms of the specifications shall be replaced by the Contractor at no cost to the Village.
32. **Supplementary Conditions** – Wherever special conditions are written into the specifications or supplementary conditions which are in conflict with conditions stated in these Instructions to Bidder, the conditions stated in the specifications or supplementary conditions shall take precedence.
33. **Permits and Licenses** – The successful bidder shall obtain, at their own expense, all permits and licenses which may be required to complete the contract. Fees for all Village permits and licenses shall be waived.
34. **Bidder's Certification** – - In compliance with the Illinois State Law that requires each bidder to file a certification regarding bid rigging and bid rotating and that it is not delinquent in its taxes, the bidder shall file with its bid the attached Bid Proposal Certification.

35. **Time of Completion** – The successful bidder shall completely perform its bid in strict accordance with its terms and conditions within the number of consecutive calendar days after notification of award of the contract as stated in the bid proposal.

## Village of Hanover Park, Illinois INSURANCE REQUIREMENTS

### I. INSURANCE REQUIREMENTS

Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

#### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements: ISO Additional Insured Endorsement CG 20 10 (Exhibit A) or CG 20 26 (Exhibit B) and CG 20 01 04 13 (Exhibit C). **CG 20 37 - Completed Operations – (Exhibit D) Required if box is checked** ; and

- A. Owners and Contractors Protective Liability (OCP) policy with the Village as insured  
**Required if box is checked** ; and
- B. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."
- C. Workers' Compensation as required by the Workers' Compensation Act of the State of Illinois and Employers' Liability insurance.  
**Coverage required for employee exposure to lead, if box is checked .**
- D. Builder Risk Property Coverage with Village as loss payee  
**Required if box is checked .**
- E. Environmental Impairment/Pollution Liability Coverage for pollution incidents as a result of a claim for bodily injury, property damage or remediation costs from an incident at, on or migrating beyond the contracted work site. Coverage shall be extended to Non-Owned Disposal sites resulting from a pollution incident at, on or mitigating beyond the site; and also provide coverage for incidents occurring during transportation of pollutants.  
**Required if box is checked .**

#### MINIMUM LIMITS OF INSURANCE

Contractor shall maintain limits no less than the following: (if required under above **Scope of Insurance**)

- A. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.

- B. Owners and Contractors Protective Liability (OCP): \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- C. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- D. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.
- E. Builder's Risk: Shall insure against "All Risk" of physical damage, including water damage (flood and hydrostatic pressure not excluded), on a completed replacement cost basis.
- F. Environmental Impairment/Pollution Liability: \$1,000,000 combined single limit per occurrence for bodily injury, property damage and remediation costs.

### **DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village of Hanover Park, its officials, employees, agents and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

### **OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

#### **A. General Liability and Automobile Liability Coverages**

1. The Village, its officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of the Contractor's work, including activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees and volunteers.
2. The Contractor's insurance coverage shall be primary and non-contributory as respects the Village, its officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the Village, its officials, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, employees, agents and volunteers.
4. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Contractor shall be required to name the Village, its officials, employees, agents and volunteers as additional insureds.

6. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
7. The contractor and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Village. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as Kotecki v. Cyclops Welding.

**B. Workers' Compensation and Employers' Liability Coverage**

The insurer shall agree to waive all rights of subrogation against the Village, its officials, employees, agents and volunteers for losses arising from work performed by Contractor for the municipality.

1. NCCI Alternate Employer Endorsement (WC 000301) in place to insure that workers' compensation coverage applies under contractor's coverage rather than Village's, if the Village is borrowing, leasing or in day to day control of contractor's employee.  
**Required if box is checked .**

**C. Professional Liability (Required if box is checked )**

1. Professional liability insurance with limits not less than \$1,000,00 each claim with respect to negligent acts, errors and omissions in connection with professional services to be provided under the contract, with a deductible not-to-exceed \$50,000 without prior written approval.
2. If the policy is written on a claims-made form, the retroactive date must be equal to or preceding the effective date of the contract. In the event the policy is cancelled, non-renewed or switched to an occurrence form, the Contractor shall be required to purchase supplemental extending reporting period coverage for a period of not less than three (3) years.
3. Provide a certified copy of actual policy for review.
4. Recommended Required Coverage (architect, engineer, surveyor, consultant): Professional liability insurance that provides indemnification and defense for injury or damage arising out of acts, errors, or omissions in providing the following professional services, but not limited to the following:
  - a. Preparing, approving or failure to prepare or approve maps, drawings, opinions, report, surveys, change orders, designs or specifications;
  - b. Providing direction, instruction, supervision, inspection, engineering services or failing to provide them, if that is the primary cause of injury or damage.

**D. All Coverages**

1. No Waiver. Under no circumstances shall the Village be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to:

- a. Allowing work by Contractor or any subcontractor to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
  - b. Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
2. Each insurance policy required shall have the Village expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

### **ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

### **VERIFICATION OF COVERAGE**

Contractor shall furnish the Village with certificates of insurance naming the Village, its officials, employees, agents and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Village before any work commences. The following additional insured endorsements may be utilized: ISO Additional Insured Endorsements CG 20 10 (Exhibit A) or CG 2026 (Exhibit B) and CG 20 01 (Exhibit C) – Primary and Non-Contributory, and CG 20 37 (Exhibit D) – Completed Operations, where required. The Village reserves the right to request full certified copies of the insurance policies and endorsements.

### **SUBCONTRACTORS**

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

### **ASSUMPTION OF LIABILITY**

The contractor assumes liability for all injury to or death of any person or persons including employees of the contractor, any sub-contractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this agreement.

## **II. INDEMNITY/HOLD HARMLESS PROVISION: *(include as separate section of the contract.)***

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village, its officials, employees and agents against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Village, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its employees or agents, the Contractor shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village, its officials, employees and agents, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

Contractor expressly understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, employees and agents as herein provided.

Optional Paragraph: The Contractor further agrees that to the extent that money is due the Contractor by virtue of this contract as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

## **II. SAFETY/LOSS PREVENTION**

It is recommended that the following requirements be included in some form in all Village bid packets and that compliance be confirmed prior to initiation of contract work:

### **Safety/Loss Prevention Program Requirements**

- Successful bidder will provide written confirmation that a safety/loss prevention program was in place at least 90 days prior to submitting the bid proposal.
- Evidence of completed employee safety training can be provided.

### **Regulatory Requirements**

- Successful bidder must comply with all applicable laws, regulations, and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations, and rules referred to in this paragraph but in no way to operate as a limitation, are Occupational Safety & Health Act (OSHA), Illinois Department of Labor (IDOL), Department of Transportation, all forms of traffic regulations, public utility, Intrastate and Interstate Commerce Commission regulations, Workers' Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, the Illinois Department of Human Rights, Human Rights Commission, or EEOC statutory provisions and rules and regulations.
- Evidence of specific regulatory compliance will be provided by bidder, if required by owner.

**EXHIBIT A**

POLICY NUMBER:

**COMMERCIAL GENERAL LIABILITY  
CG 20 10 07 04**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
<p style="font-size: 48px; opacity: 0.5; transform: rotate(-45deg);">SAMPLE</p>	
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>	

**A. Section II – Who is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

**B. With respect to the insurance** afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**EXHIBIT B**

POLICY NUMBER:

**COMMERCIAL GENERAL LIABILITY  
CG 20 26 07 04**

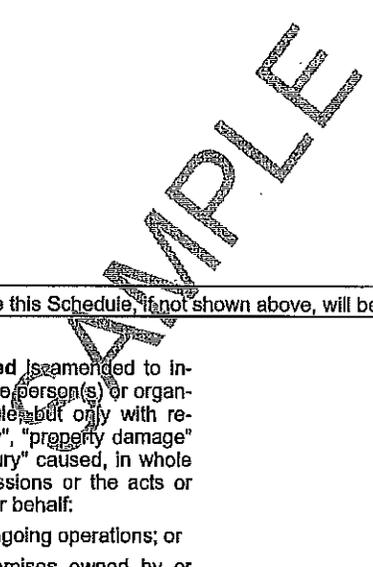
**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**Section II – Who is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

EXHIBIT C

COMMERCIAL GENERAL LIABILITY  
CG 20 01 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**PRIMARY AND NONCONTRIBUTORY –  
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

**Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

SAMPLE

## EXHIBIT D

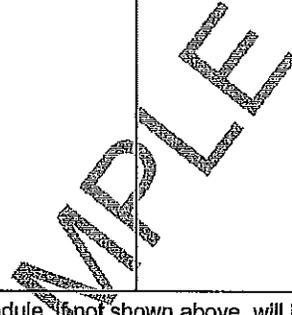
POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 37 07 04**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

## SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

EXHIBIT E

(Example)



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  Name of Insurance Broker	CONTACT NAME: <b>Producer/Ins. Broker Contact Info.</b>	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Name of Insurance Company	Completed
INSURER B:	Name of Insurance Company	Completed
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES                      CERTIFICATE NUMBER:                      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENTL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	Y	Policy Number Inserted	Policy Start Date	Policy Start Date	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			Policy Number Inserted	Policy Start Date	Policy Start Date	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTIONS	Y	Y	Policy Number Inserted	Policy Start Date	Policy Start Date	EACH OCCURRENCE \$ Per Request AGGREGATE \$ Per Request
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Policy Number Inserted	Policy Start Date	Policy Start Date	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	Professional Liability (other specialty coverages as requested).			Policy Number Inserted	Policy Start Date	Policy Start Date	\$1,000,000 per occurrence or as requested.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

List project number, location and description.  
 No additional endorsements limit coverage to additional insured beyond terms of actual additional insured endorsement (CG 2010 or CG 2026).  
 Coverage to additional insured is primary and non-contributory. Additional Insured: Member, its officials, employees, agents and volunteers.  
 Member named as cancellation notice recipient.

CERTIFICATE HOLDER  Name of Member	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Signature of authorized insurance company representative

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ACORD 25 (2010/05)

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## PROJECT DESCRIPTION

### Description of Work

Complete snow removal operation of 193 cul-de-sacs in the Village of Hanover Park.

Complete snow removal is meant to include the removal of snow by plowing or loading.

The Contractor shall:

1. Furnish all labor and snow removal equipment to maintain the 193 cul-de-sacs in a safe operating condition.
2. Provide 24-hour service, including Saturdays, Sundays, and holidays.

### Prequalification of Contractor

Under the terms of this proposal, all Contractors in evidence of their experience and past performance must submit a list of previous snow removal experience of similar magnitude, which will be used to verify previous level of service.

The Contractor shall also provide a list of equipment, including model numbers and plow size, available for snow removal on this job. The following equipment is required as a minimum:

- 8 - Four (4) wheel drive pickup or Blazer type trucks with snow plows
- 1 - 2.5 cubic yard end loader (rubber tired)

List additional equipment available in the event of heavy snowfall such as graders, end loaders (include bucket capacity), etc.

### Prosecution of Work

The proper timing and use of equipment is essential to maintain the continuous, expeditious, and safe operation of the cul-de-sac roadway. Consequently, it is imperative that all equipment be in good operating condition at all times so as to insure maximum working efficiency and prevent unnecessary failures. TIME IS OF THE ESSENCE in arriving at the scene to commence snow removal efforts. To insure uninterrupted operation, CALL-OUTS SHALL BE ANSWERED PROMPTLY, and EXTRAORDINARY EFFORT SHALL BE EXERTED BY THE CONTRACTOR TO RENDER THIS SERVICE.

The Contractor shall prosecute the work in the following manner:

- A. For this contract a cul-de-sac will be considered the throat or straight entrance and the bulb or circle at the end. A cul-de-sac will be considered plowed complete when all snow has been removed by plowing curb to curb.

- B. The Contractor shall at all times maintain a force of qualified personnel sufficient to perform the work required and described herein. The force of qualified workmen shall be sufficient to respond to emergency calls which may be received at any time. Manpower must be activated and equipment operating at the site within two (2) hours after notification by the Village.
- C. The Contractor shall submit, in writing, the name, address and telephone number of the person in his organization to whom instructions may be given by the Director of Public Works (or his designated representative) on a 24-hour-per-day basis. Three (3) designated supervisors in the Contractor's organization shall be available on the job site at all times during snowplow operations.
- D. The Contractor will be required to plow the 193 cul-de-sacs only for snowfall accumulations equal to or greater than two (2) inches as determined by the Director of Public Works or his designated representative.
- E. The Department of Public Works – Snow Command – will notify the Contractor whenever we receive a storm warning from our weather forecasting service that a plowable amount of snow (2 inches or more) is forecast. The Contractor shall respond by mobilizing all equipment at a pre-arranged time ~~or~~ within a maximum of two (2) hours after being notified by the Director of Public Works or his authorized representative.
- F. Snow removal is accomplished by plowing the snow to the curb in the designated cul-de-sacs. Care shall be taken so that no residential driveway shall be blocked by an amount of snow greater than the windroll of snow through the throat of the cul-de-sac. Each driveway will receive snow resulting from the normal spill-off of snow from the plow.
- G. For a snowfall greater than two (2) inches but less than six (6) inches the Contractor shall provide sufficient equipment to remove snow from all 193 cul-de-sacs, within six (6) hours of call out.
- H. If snowfall is greater than six (6) inches, additional equipment may be required to remove snow from the 193 cul-de-sacs. This additional service shall be provided by the Contractor within 10 hours of call out. If the charge for this extra service is different from the charge of Item "G", the Contractor shall indicate on the proposal form provided.
- I. Plowing shall continue until all operations are complete. The Contractor shall be paid for the operation described in "G" and "H" above on a lump sum basis each time a complete clearing operation is made. Supervision shall be required and is included in the lump sum price.

- J. If stored snow within the cul-de-sac reaches an undesirable level, the Contractor may be required to load and remove the snow to another location. This additional service shall be paid for on an hourly basis per unit of equipment used, and the "lump sum" described in Items "G" and "H" above will not apply.
- K. The Department of Public Works will notify the Contractor whenever equipment is to be activated, and the Contractor will make every effort to start operations only at the designated time.

Right to Change Scope of Work

Due to budget restrictions, the Village of Hanover Park reserves the right to add or delete from the contract as required. No adjustments in contract unit prices or additional compensation will be made for decreases in the quantities or services from the contract.

License and Bonding

License and Bonding is required

Property Damage

The Contractor will assume responsibility for all damage to property (including curbs, parkways and mailboxes) caused by equipment used for removal of snow. All damage will be the responsibility of the Contractor to repair. It shall be the responsibility of the Contractor to inspect the premises where the work is to be performed prior to submitting the quote. A complete list of cul-de-sacs, along with a location map, is included in this document. Any damage reported to Public Works will be inspected, evaluated and reported to the Contractor for repair.

Duration of Contract

This Contract shall be for the snow and ice season beginning November 8, 2016, to and including April 15, 2019.

Retainer

A \$4,000 retainer will be paid to the Contractor in four (4) equal monthly installments beginning December 15 of each contract year. This retainer will serve as a guarantee for a minimum amount paid to the Contractor for the season. This money will guarantee minimum performance and be used as draw down for snow removal work for the duration of each season. All charges by the Contractor will be paid directly within 30 days after receipt of invoice. If, at any time, total charges exceed the total retainer amount, those charges will be paid directly within 30 days of receipt and approval of invoices and the monthly retainer payments would be discontinued for that year.

Payment

All charges for snow removal will start when equipment begins operation, and ends when the operation is complete. No separate charge for transportation of equipment to or from the site will be allowed.

**Contractor will be paid a rate of an additional 50 percent per cul-de-sac whenever snowfall is greater than 6 inches.**

It will be the responsibility of the Contractor to notify the Public Works Director or his designated representative when equipment has begun operation, and when the operation is complete. A form to verify these times will be provided by the Village and will be signed by both the Contractor and the appropriate Village representative at the completion of each operation. No charge for inoperable equipment due to mechanical failure will be allowed.

**\*NOTICE: Contract must be signed at the time of bid submittal.**

**The Performance Bond requirement is waived.**

Street	Type	Area (S.Y.)
Hickory & Burr Oak	Eyebrow	71
Evergreen & Hanover	Eyebrow	74
Olivia	Eyebrow	141
Cynthia & Catawba	Eyebrow	142
Edison Cir W	Eyebrow	153
Edison Cir E	Eyebrow	154
Evergreen & Mulberry	Eyebrow	169
Catawba & Olive	Eyebrow	170
Park & Catalpa	Eyebrow	171
Hastings & Dartmouth	Eyebrow	178
Leeward E	Eyebrow	183
Briarwood St & Briarwood Ave	Eyebrow	190
Isle Royale E	Eyebrow	194
Park & Pine Tree	Eyebrow	201
Cypress & Valley View	Eyebrow	203
Grosse Point	Eyebrow	247
Parkview	Eyebrow	266
Windsor & Parkview	Eyebrow	279
Carlisle	Dead End	296
Old Mill	Eyebrow	299
Stratford	Eyebrow	301
Newport Cir S	Eyebrow	311
Windmill	Eyebrow	328
Whitebridge	Dead End	330
Bayside	Eyebrow	349
Hialeah E	Eyebrow	350
Deerpath	Dead End	356
Oak E	Dead End	357
Highland	Dead End	370
Edinburgh	Eyebrow	380
Countryside – E end	Dead End	387
Indian Hill	Dead End	387
Westchester – E end	Dead End	391
Hialeah W	Eyebrow	396
Arlington Cir	Eyebrow	431
Greenbridge N	Eyebrow	448
Pennsbury	Eyebrow	450
Oakdale Cir N	Eyebrow	481
Longmeadow – 3 <sup>rd</sup> S of Westchester	Ct	485

Street	Type	Area (S.Y.)
Longmeadow – 2 <sup>nd</sup> S of Westchester	CT	492
Orchard – 1 <sup>st</sup> S of Irving	Ct	496
Sequoia	Eyebrow	509
Walnut	Ct	516
Aspen	Eyebrow	520
Larch & Chestnut	Eyebrow	572
Don Carlos & Grand Duell	Eyebrow	607
Edgebrook – 1 <sup>st</sup> S of Irving	Ct	615
Cypress	Ct	637
Pastoral S	Eyebrow	644
St Clair	Eyebrow	645
Pastoral N	Eyebrow	651
Beverly	Eyebrow	685
Edgebrook – 2 <sup>nd</sup> S of Irving	Ct	691
Heritage	Ct	697
Wildwood	Eyebrow	697
Isle Royale W	Eyebrow	703
Indian Hill	Ct	710
Oakdale Cir S	Eyebrow	737
Grant	Ct	739
Crosby	Ct	739
Cooper	Ct	739
Gable	Ct	739
St Ann	Eyebrow	753
Newport Cir N	Eyebrow	753
Flower	Ct	765
Arlington	Ct	783
Kingsbury	Ct	803
Westchester – W end	Dead End	803
Orchard – 1 <sup>st</sup> S of Westchester	Ct	818
Brookside	Ct	823
Downy	Ct	842
St Ann & Ridge Crossing	Eyebrow	845
Baldwin	Ct	854
Clarendon	Ct	870
Greenbridge S	Eyebrow	882
Danby	Ct	883
Bradley Ct N	Ct	885
Andover	Eyebrow	888

Street	Type	Area (S.Y.)
Russellwood	Ct	904
Kent	Ct	909
Wildwood	Ct	909
Erie	Ct	916
Shelbourne	Ct	923
Longmeadow – 3 <sup>rd</sup> S of Irving	Ct	923
Dartmouth	Ct	945
Carlisle	Ct	945
Whitebridge	Ct	949
Castlebar	Ct	952
Berkshire	Ct	956
Essex	Ct	958
Gold	Ct	958
Ridge Crossing	Eyebrow	961
Hardwood	Ct	967
Durham	Ct	1029
Longmeadow – 1 <sup>st</sup> S of Westchester	Ct	1043
Yorkshire	Ct	1047
Ft Dearborn	Ct	1054
Keene	Ct	1077
Don Carlos	Ct	1082
Thistle	Ct	1085
Mallow	Ct	1092
Franklin	Ct	1112
Pennsbury	Ct	1122
Rooney	Ct	1147
Barrymore	Ct	1148
Tracy	Ct	1148
Glenside	Ct	1166
Bedford	Ct	1181
Dublin	Ct	1181
Toronto	Ct	1195
Nugget	Ct	1199
Kit Carson	Dead End	1212
Roxbury	Ct	1215
Barr	Ct	1220
Wildwood	Dead End	1222
Beverly	Ct	1224

Street	Type	Area (S.Y.)
Brentwood	Ct	1226
Glasgow	Ct	1239
Longmeadow – 2 <sup>nd</sup> S of Irving	Ct	1282
Northway	Ct	1290
Farnham	Ct	1295
Oak W	Dead End	1343
Carnaby Ct N	Ct	1362
Gardner	Ct	1364

Street	Type	Area (S.Y.)
Longmeadow – 1 <sup>st</sup> S of Irving	Ct	1403
Nashua	Ct	1410
St Clair	Ct	1413
Sandpiper	Ct	1442
Ludington	Ct	1452
Crawford	Ct	1484
Grosse Pointe	Ct	1496
Turner	Ct	1503
Huntington Ct S	Ct	1510
Asbury Ct N	Ct	1515
Cambridge Way	Dead End	1546
Applewood Ct N	Ct	1550
Sinatra	Ct	1550
Valley View	Ct	1558
Carrolton Ct S	Ct	1573
Fremont	Dead End	1574
Marine	Ct	1598
Sherwood Ct N	Ct	1633
Ramsgate Ct S	Ct	1636
Elm W	Dead End	1658
Ramsgate Ct N	Ct	1689
Cherry	Dead End	1693
Brockton Ct S	Ct	1695
Sherwood Ct S	Ct	1720
Unit	Ct	1722
Sea Biscuit	Ct	1725
Farmington	Ct	1741
Cedar	Dead End	1762
Deerfield	Ct	1771
Pebblebrook	Ct	1782
Garbo	Ct	1791
Maple	Dead End	1814
Willow	Dead End	1827
Drake	Ct	1831
Curtis	Ct	1836

Street	Type	Area (S.Y.)
Monroe	Ct	1842
Asbury Ct S	Ct	1845
Glengary	Ct	1852
Easton	Ct	1862
Niven	Ct	1863
Brockton Ct N	Ct	1869
Garland	Ct	1869
Tiburón	Ct	1888
Huntington Ct N	Ct	1890
Whirlaway	Ct	1927
Danforth	Ct	1928
Lemon	Ct	1944
Applewood Ct S	Ct	1949
Maclain	Ct	1971
Citation	Ct	1990
Carrolton Ct N	Ct	1993
Concord	Ct	2011
Fonda	Ct	2013
Kensington	Ct	2050
Ladd	Ct	2102
Indigo	Ct	2128
Chatsworth	Ct	2203
Essex	Ct	2240
Charleston	Ct	2245
Carnaby Ct S	Ct	2274
Chaplin	Ct	2316
Greenbrook	Ct	2319
Ring	Ct	2359
Bradley Ct S	Ct	2508
Madera	St	2991
Hollywood	Ct	2993
Amarillo	St	3180
Turnberry	Ct	3725
Muirfield	Ct	6174

**BID PROPOSAL****FOR****SNOW REMOVAL – 193 Cul-de-Sacs**

**To:** Eira L. Corral Sepúlveda, Village Clerk  
 Village of Hanover Park  
 2121 Lake Street  
 Hanover Park, IL 60133

**From:** \_\_\_\_\_ Bidder's Name  
 \_\_\_\_\_ Address  
 \_\_\_\_\_  
 \_\_\_\_\_ Phone

The undersigned Bidder having examined the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions (if any), Specifications and this Bid Proposal hereby proposes to furnish all labor, equipment and material necessary and incidental to complete the above named project.

The undersigned Bidder agrees to comply with all bid documents including the Invitation to Bid, Instructions To Bidders - General Conditions, Special Conditions (if any) Specifications and this Bid Proposal by entering into a contract with the Village with the following terms;

<u>Items</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>
Cul-de-Sac Snow Removal < 6 Inches Less than 900 SY	Each	78	\$ _____ 2017 \$ _____ 2018 \$ _____ 2019
Cul-de-Sac Snow Removal < 6 Inches 901 – 1,399 SY	Each	46	\$ _____ 2017 \$ _____ 2018 \$ _____ 2019
Cul-de-Sac Snow Removal < 6 Inches Greater than 1,400 SY	Each	69	\$ _____ 2017 \$ _____ 2018 \$ _____ 2019
<b>Total Per Event</b>			\$ _____ 2017 \$ _____ 2018 \$ _____ 2019

Assume seven (7) plow events per season.

**Hourly Rate**

<b><u>Equipment Type</u></b>	<b><u>Model</u></b>	<b><u>Hourly Rate</u></b>
4 X 4 Pickup	_____	\$ _____
Dump Truck with Plow (Minimum 25,000 GVW)	_____	\$ _____
Semi-Truck	_____	\$ _____
Loader (Rubber Tired)	_____	\$ _____
Skid Steer	_____	\$ _____
Other	_____	\$ _____

The Contractor and each subcontractor shall pay its laborers, workers, and mechanics constructing public works under this contract not less than the prevailing wages as determined by the Illinois Department of Labor pursuant to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.). It shall be the responsibility of the Contractor to monitor the prevailing wage rates for any increase in rates during the contract and adjust wage rates for any increase in rates during the contract and adjust wage rates accordingly. The current prevailing wage rates are available on the Illinois Department of Labor web site at [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol) or by calling the Village of Hanover Park at 630-823-5602.

The Contractor and its Subcontractors shall comply with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 et seq.) and prior to commencing work on a "public works" project (as defined in the Prevailing Wage Act) file with the Village its program to comply with the Act or file that portion of its collective bargaining agreement that deals with the matters covered by the Act.

The Contractor and its Subcontractors shall comply with Section 5 of the Act that requires the Contractor and its Subcontractors to submit to the Village monthly certified payroll records along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the Contractor or Subcontractor is aware that filing records it knows to be false is a Class B misdemeanor. Each month's certified payroll(s) must be filed with the Village before the end of the next month.

The Contractor shall comply with Employee Classification Act (820 ILCS 185/1-999) effective January 1, 2008 which establishes criteria to determine if an individual performing services is an employee of the contractor or is an independent contractor. Individuals performing services for contractors are presumed to be employees of the contractor unless they meet criteria specified in Section 10 of the law. Contractors determined to be in violation of the Act are subject to civil and criminal penalties

The undersigned Bidder (1) hereby certifies that it is not barred from bidding or contracting with the Village as a result of a violation of either Paragraph 33E-3 or 33E-4 of Act 5, Chapter 720 of the Illinois Compiled Statutes regarding criminal interference with public contracting; (2) hereby swears under oath that it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue as required by Chapter 65, Act 5, paragraph 11-42.1-1 of the Illinois Compiled Statutes; (3) and hereby states that it has a written sexual harassment policy as required by the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4).

Complete all blanks of either paragraph A, B or C that is the same as the Bidder's status.

**A. (If an Individual)** Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
 Signature of Bidder: \_\_\_\_\_  
 Business Address: \_\_\_\_\_

**B. (If a Partnership)** Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
 Firm Name: \_\_\_\_\_  
 Signed By: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
**Insert name and address of all Partners** \_\_\_\_\_  
 \_\_\_\_\_

**C. (If Corporation)** Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
 Corporate Name: \_\_\_\_\_  
 Signed By: \_\_\_\_\_ (President)  
 Business Address: \_\_\_\_\_  
**INSERT NAMES OF OFFICERS** President: \_\_\_\_\_  
 Secretary: \_\_\_\_\_  
 Treasurer: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
 (Secretary)

We acknowledge receipt of Addenda as follows:

Addendum Number	Date Received
_____	_____
_____	_____
_____	_____

**VILLAGE OF HANOVER PARK  
2121 LAKE STREET  
HANOVER PARK, ILLINOIS 60133**

**CONTRACT**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and

located at \_\_\_\_\_ hereinafter called the "Contractor". **WITNESSETH:**

WHEREAS, the Owner has heretofore solicited Bid Proposals for all labor and materials necessary to complete the work specified in the Snow Removal of 193 Cul de Sacs bid.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the snow removal in accordance with the conditions and prices stated in the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions, Specifications and Bid Proposal all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: \_\_\_\_\_  
Juliana A. Maller, Village Manager

ATTEST:

\_\_\_\_\_  
Eira L. Corral Sepúlveda, Village Clerk

CONTRACTOR:

BY: \_\_\_\_\_  
Signature

Print Name and Title: \_\_\_\_\_

IF CORPORATION ATTEST AND SEAL BELOW

## BID TABULATION

**BID TITLE**    SNOW REMOVAL – 193 CUL-DE-SACS                     
 **DATE**    MAY 26, 2016                     
 **TIME**    11:00 AM

	<b>BIDDER NAME</b>	<b>BID AMOUNT</b>	<b>BID BOND</b>	<b>BIDDER/TAX CERTIFICATION</b>
1.	D & D Maintenance	\$8,000.00	X	X
2.	Snow Systems, Inc.	\$11,000.00	X	X
3.	Northwest Snow & Ice Control, Inc.	\$9,035.96	X	X
4.	All Cleaners, Inc.	15,720.00	X	X
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				



**TO:** Village President and Board of Trustees

**FROM:** Juliana A. Maller, Village Manager  
T. J. Moore, Director of Engineering and Public Works

**SUBJECT:** Observation Services for Longmeadow South Sanitary Sewer Rehabilitation

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 4, 2016

**Executive Summary**

Accept a proposal from RJN Group of Wheaton, in an amount not to exceed \$24,475, to perform construction engineering and observation of the manhole sealing project.

**Discussion**

In 2012, the Public Works Department began a multi-year program to evaluate the sanitary sewers in Cook County. RJN satisfactorily completed a similar study for the Village for the area tributating to the Plum Tree Lift Station.

Inflow/infiltration in a sanitary sewer can lead to back-ups and overflow, and increased pumping and treatment costs. All of this sewage flows to the Metropolitan Water Reclamation District, which has a history of experiencing high wet weather flows. The Metropolitan Water Reclamation District has been meeting with communities to begin to develop a program to address the excessive inflow/infiltration. Longmeadow South was chosen by staff, as this is the area we are currently observing incidents of sanitary sewer overflow. In FY14B, staff hired an engineering firm to conduct sanitary sewer smoke testing. The results of these tests indicated 74 manholes that were in need of repair. The sites identified during the sanitary sewer smoke testing will be repaired by Kim Construction Company, Inc. These repairs were approved at the June 2, 2016 Board meeting. When these repairs begin, a qualified person needs to be at the job sites with Kim Construction to ensure all of the repairs are made properly, as well as ensuring the product used to make the repairs is applied properly, with the proper consistency, coverage and application process. The RJN Group employ qualified personnel that work exclusively with this technique.

Although these observation services were not budgeted in the FY16 Budget, there is available funding in the Capital Outlay Sewer Line account 50-50-5060-413-462 Sanitary

Agreement Name: \_\_\_\_\_

Executed By: Juliana Maller

Regular Board Meeting  
August 4, 2016 Pg. 48

Sewer Backup Prevention Program. There is \$35,000 in funding in this account, which leaves a remainder of \$10,000 for any overhead sewer installation requests.

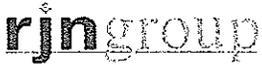
**Recommended Action**

Motion to accept the proposal from RJN Group of Wheaton for an amount not to exceed \$24,475 for observation services relating to the sanitary sewer system and authorize the Village Manager to execute the necessary documents.

**Attachments:**        Proposal  
                              Manhole Rehab Agenda

<b>Budgeted Item:</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Budgeted Amount:</b>	\$0	
<b>Actual Cost:</b>	\$24,475	
<b>Account Number:</b>	50-50-5060-413-462	





Page 2  
Mr. Thomas J. Moore  
June 9, 2016

testing. Part-time observation will be provided for the cementitious sealing and chimney seal installations. Part-time supervision will be approximately four hours per day, when the Contractor is onsite and working. This proposal does not include construction observation for restoration. It is recommended that the Village to undertake the supervision of the restoration – anticipated to be two to three construction days of work, but typically, this will be spread over many days. This proposal is based on providing 170 hours of full and part-time construction observation services.

3. Provide documentation of the construction activities, including maintaining a daily project journal and taking digital photographs of all phases of the project.
4. Provide periodic inspection of traffic control measures to ensure roadways remain open and driveways/sidewalks are not blocked for extended periods.
5. RJN will inspect each manhole and surrounding area during and after construction, to ensure no damage has occurred. This includes the final walk through, preparation of punch list, and final inspection.
6. RJN will submit weekly project updates to the Village.
7. Provide contract management, including review of Contractor's payment requests, preparation of change orders, and coordination of contract closeout.
8. Provide general project management throughout the duration of the project and prepare a set of final construction drawings in Arc GIS format.



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Mr. Thomas J. Moore  
June 9, 2016

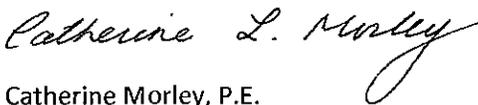
**PROPOSED FEE**

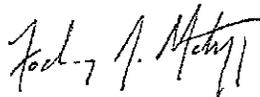
The proposed Scope of Services will be invoiced on a time and materials basis with an overall not-to-exceed maximum billing of \$24,475 as outlined in the enclosed Summary of Engineering Services Fees. This cost includes labor hours and direct costs estimated for this project.

It is our pleasure to submit this proposal to the Village of Hanover Park. Please feel free to contact Cathy at (630) 682-4700 x354 if you would like to discuss this proposal or have any questions.

We are looking forward to the opportunity to continue working with the Village on these important projects.

Sincerely,  
RJN Group, Inc.

  
Catherine Morley, P.E.  
Senior Project Manager

  
Zachary J. Matyja, P.E.  
Client Manager

**Accepted by the Village of Hanover Park:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ENCLOSURES**

**VILLAGE OF HANOVER PARK**  
**CONSTRUCTION OBSERVATION SERVICES FOR MANHOLE REHABILITATION PROJECT**  
**LONGMEADOWS SOUTH BASIN and ADDITIONAL STRUCTURES**  
**Summary of Fees**

Task No.	Task Description	\$180 QC/SPM	\$115 RE/PE	\$90 GIS/EI	\$65 FT	\$60 CL	Total Hours	Total Cost
1001	Bidding and Pre-Construction Assistance & Contract Management	4	6	3	1	4	18	\$ 1,985
1002	Construction Observation and Progress Monitoring	2	164	0		0	166	\$ 19,220
1003	Punch list and final construction close out	0	12	4			20	\$ 2,200
1004	Project Management and Pay Requests	2	4	0	0	0	6	\$ 820
9901	Mileage, Travel, & Misc. Direct Expenses							\$ 250
<b>TOTAL</b>		<b>8</b>	<b>186</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>210</b>	<b>\$ 24,475</b>



**TO:** Village President and Board of Trustees

**FROM:** Juliana A. Maller, Village Manager  
Michael J. Menough, Deputy Chief of Police

**SUBJECT:** School Crossing Guard Proposal

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 4, 2016

**Executive Summary**

The Police Department requests Village Board approval to allow the Police Department to rehire Andy Frain Services, Inc. as the School Crossing Guard provider effective August 5, 2016 through June 30, 2017. The provider will post School Crossing Guards at locations within Hanover Park during the 2016-2017 school year.

**Discussion**

The Hanover Park Police Department hired Andy Frain Services, Inc. during the 2012-2013 school year, to provide School Crossing Guard services at all of the school crossing guard posts previously staffed by school crossing guards employed directly by the village. The Police Department has been very satisfied with the school crossing guard services provided by Andy Frain Services, Inc., who have provided professional School Crossing Guards. Additionally, the police department has been very satisfied with the customer service response received from Andy Frain Services, Inc. during this time.

Andy Frain Services, Inc. has provided a proposed contract, with a .25 cent increase per hour for regular hours and a .37 cent increase per hour for overtime and holiday hours worked. This would be an estimated cost increase of \$528.00 for the 2016-2017 school year costs.

**Recommended Action**

Move to pass a Resolution authorizing the service agreement between Andy Frain Services, Inc. and the Village of Hanover Park.

**Attachment:** Resolution  
Andy Frain Agreement

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$30,000	
<b>Actual Cost:</b>	\$30,000	
<b>Account Number:</b>	10-80-8200-403-436	

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Village Manager

**RESOLUTION NO. R-16-**

**RESOLUTION AUTHORIZING THE SERVICE AGREEMENT BETWEEN  
ANDY FRAIN SERVICES, INC. AND THE VILLAGE OF HANOVER  
PARK**

WHEREAS, the Village of Hanover Park, Illinois, and Andy Frain Services, Inc., has heretofore entered into a "SERVICE AGREEMENT" concerning the Village's crossing guard program, which agreement expired on June 30, 2016; and

WHEREAS, the President and Board of Trustees find that it is in the best interest of the Village to enter into a new one (1) year agreement with Andy Frain Services, Inc., which agreement is entitled "SERVICE AGREEMENT" and shall run through June 30, 2017; now, therefore,

BE IT RESOLVED by the President and Board of Trustees of the Village of Hanover Park, Illinois, that the SERVICE AGREEMENT, attached hereto and made a part hereof by reference by and between the Village and Andy Frain Services, Inc., is hereby approved, and Juliana Maller, Village Manager, be and is hereby authorized to execute said agreement on behalf of the Village of Hanover Park.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: \_\_\_\_\_

Rodney S. Craig  
Village President

Attest: \_\_\_\_\_

Eira Corral Sepúlveda, Village Clerk

## **CROSSING GUARD SERVICE AGREEMENT**

This Service Agreement (“Agreement”) is entered into as of August 1, 2016 (“Effective Date”), by and between Andy Frain Services, Inc., an Illinois corporation with its principal office located at 761 Shoreline Drive, Aurora, IL. 60504, and Village of Hanover Park, 2121 West Lake Street, Hanover Park, IL 60133 (“Client”) (and collectively as the “Parties”).

### **UNDERSTANDINGS**

1. Client represents that it owns and operates the premises as more fully described in the Location of Services identified in Schedule 1 to this Agreement;
2. Contractor is in the business of supplying crossing guard personnel and (“Services”) and is willing to furnish such services and personnel to Client with respect to the Property and subject to the terms, conditions and provisions of this Agreement;
3. Client desires Contractor to furnish the Services and Contractor desires to furnish the Services at the Property, as further described below;

NOW, THEREFORE, in consideration of the foregoing, and for good and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Contractor and Client hereby agree as follows:

### **AGREEMENT**

1. Engagement. Client and Contractor agree that Contractor shall furnish Services at the Property, and Contractor agrees to furnish Services and subject to the terms, conditions, and provisions of this Agreement. The rates, location, scope, and other specifics of the Services are more fully described in Schedule 1. In the event of a conflict between the terms and conditions of this Agreement and the terms and conditions set forth in Schedule 1, the terms and conditions of this Agreement shall control.

2. Term. This Agreement shall commence on the Effective Date, and shall continue until June 30, 2017, unless terminated earlier pursuant to the terms and conditions of this Agreement.

3. Nature of Services. As set forth in Schedule 1, Contractor shall furnish crossing guard personnel (“Service Personnel”) as requested by Client at the Property in accordance with the term and conditions of this Agreement (collectively known hereinafter as the “Services” unless specifically identified otherwise).

a. At the request of Client, the Contractor’s Service Personnel shall be assigned to specific crossing guard posts at the Property. The service dates, number of Service Personnel, hours and locations for Service may also be included in Schedule 1.

Any Post Orders prepared by or at the direction of Client may also include information related to the assigned post, provided, however, that such Post Orders are not incorporated herein and may not contradict the terms of this Agreement. In the event of a conflict between the Contractor's obligations set forth herein and any applicable Post Orders, this Agreement shall control.

b. If at any time Contractor believes that additional Service Personnel or related actions in excess of the Services expressly requested by Client are necessary to properly furnish Services at the Property, Contractor may so inform Client. However, the Parties agree that Contractor's responsibility is solely limited to providing Service Personnel, and Contractor has not been engaged by Client as a consultant or otherwise to provide advice or an assessment of security, site evaluation or event staffing needs at the Property, except as otherwise specifically stated herein. Contractor shall not be responsible for any decisions or security assessments made by Client or anyone else, including pertaining to the sufficiency and assigned location of Service Personnel.

4. Obligations of Contractor. Contractor agrees as follows:

a. Contractor shall provide the Service Personnel and furnish the Services requested by Client. The Parties agree that any change in the scope of Services contemplated by this Agreement, including any modification, supplementation or reduction in Services, shall be made by a request in writing by Client and, if such changes or modifications are accepted by Contractor, shall be agreed upon in writing signed by Client and Contractor.

b. Contractor represents that all Service Personnel utilized by Contractor under this Agreement shall be trained by Contractor using Contractor's approved materials/instructions and shall be competent to perform their duties and otherwise furnish the Services.

c. At Contractor's sole cost and expense, Contractor shall provide each Service Personnel with a proper uniform.

d. Contractor shall furnish Services in conformity with practices which are generally accepted and current in the crossing guard industry.

e. Contractor shall comply with all applicable local, State, and Federal laws, rules and regulations which govern the Services and furnishing of the same. Contractor shall obtain all such licenses and permits which may be required by any governmental authority for the furnishing of Services prior to furnishing the same.

f. The Parties agree that Contractor does not herein or otherwise represent and cannot warrant, expressly or impliedly that the Services furnished will prevent or minimize the likelihood of loss or damage.

g. Contractor represents it is fully authorized to furnish Services at the Property.

5. Obligations of Client. Client agrees as follows:

a. Client shall pay Contractor for the Services provided by Contractor at the hourly rates mutually agreed upon and pursuant to the terms and conditions contained stated in this Agreement.

b. Client shall remain solely responsible for any decisions or directions to Contractor concerning the location, number or extent, or placement or sufficiency of Service Personnel requested under this Agreement. If Client materially alters any express instructions or directions given by Contractor to the Service Personnel or if Client assumes any material supervision over the Service Personnel, Client shall be solely liable for any and all such alterations or supervision and Client agrees to indemnify, defend and hold harmless Contractor from and against any and all losses, claims, expenses (including reasonable attorney's fees) or damages arising from or relating to such alterations or supervision, but only to the extent they were the excess result of and caused by such alterations or supervision.

c. To effectuate this Agreement, Client shall provide Contractor with such information, including the Post Orders concerning the Property or sufficient information to enable Contractor to prepare Post Orders for the Property, as are necessary for Contractor to furnish the Services pursuant to this Agreement.

d. Client shall provide Contractor with information Client has pertaining to the Property necessary to ensure that the Service Personnel are trained and prepared to provide the Services at the Property, including information necessary to train those Service Personnel with responsibilities concerning the alarms systems, elevator and light controls, cameras and access control systems for the Property. Except as otherwise set forth herein or agreed by Contractor, Client shall be solely responsible for managing and maintaining the Property and otherwise managing, maintaining and providing any services with respect to the Property, other than the Services contemplated by this Agreement.

e. Client represents it is fully authorized to retain Contractor to provide Services at the Property.

6. Payment Terms.

a. Rates. Client shall remit payments to Contractor for the Services at the rates set forth in Schedule 1.

b. Invoices. Contractor shall invoice Client for Services performed under this Agreement. Invoices shall be sent to Client on a weekly schedule at Client's location identified in Schedule 1.

c. Payment. Payments for Services for each invoice are due thirty (30) days from the invoice date. Any objection, dispute or claim regarding the amount of an invoice or the Services rendered (or not rendered) must be sent in writing by Client to Contractor within thirty (30) days from the date Client received such invoice, setting forth the nature of the objection, dispute or claim, and including all supporting documentation, or such objection, dispute or claim shall for all purposes be deemed waived by Client. Client agrees to pay a late fee of 1½ % of the outstanding total balance owed for Services per month (or any part thereof) plus all reasonable collection and attorney's fees and costs which may be reasonably incurred by Contractor in the attempted collection or collection of any invoice(s) not paid pursuant to the terms of this Agreement.

d. Records. Upon request, Contractor shall furnish Client with copies of completed daily timesheets and other records which form the basis of billings for

Services performed by Contractor under this Agreement. Such records shall contain information sufficiently detailed so as to indicate the Property where and when such Services were performed and with what Service Personnel.

e. Rate Change. Hourly rates as stated herein are subject to adjustment for changes in any federal, state or municipal law, regulation, administrative ruling or collective bargaining agreement resulting in any increase in work hours, wages, benefits, taxes, working conditions or other cost incurred by Contractor in the performance of this Agreement. In the event Contractor desires to adjust such rates, Contractor shall provide Client with written notice of such desired adjustment. Within thirty (30) days of receiving such notice of desired adjustment, Client may terminate this Agreement otherwise such desired adjustment shall become immediately effective and shall remain in effect until the earlier of termination of this Agreement or any further annual or other adjustment as provided by this Agreement.

7. Service Personnel. Contractor's Service Personnel shall meet the following requirements:

a. Independent Contractor. Contractor is an independent contractor of Client. All Service Personnel shall be the employees of Contractor and shall not under any circumstances be deemed to be employees of Client. Contractor shall pay all wages, all applicable taxes and shall comply with all other legal obligations as the employer of the Service Personnel.

b. Supervision. Contractor shall at all times be responsible for the direct supervision of its Service Personnel, contractors, subcontractors, agents, licensees, and assigned to and responsible for managing Services at the Property. A designated representative of Contractor shall, in turn, report and confer with a designated representative of Client at the Property with respect to the Services performed under this Agreement. Such reporting and conferring shall occur as frequently as mutually agreed upon by the Parties from time to time.

c. Background Checks. Contractor represents that Contractor has or will perform background checks for those Service Personnel which are licensed security officers in accordance with applicable federal, state, municipal and local law that includes criminal and, if applicable, motor vehicle histories on licensed security officers and may include other matters as required by applicable law. Contractor further represents that all such Service Personnel have passed such background checks prior to furnishing the Services. Such background checks shall be obtained by Contractor at Contractor's sole cost and expense. The cost of any additional background checks or more extensive background checks required by Client shall be reimbursed by Client.

8. Equipment. Any and all property, equipment, supplies and materials furnished by Contractor hereunder and placed at or on any of the sites identified in this Agreement shall remain the property of Contractor, and Contractor shall at all times during and after the term of this Agreement have the sole and exclusive right to install, maintain, replace and remove such property, equipment, supplies and materials.

9. Insurance. Contractor shall maintain during the term of this Agreement, at its own expense, insurance policies insuring Contractor and the Service Personnel furnishing Services at the Property, as follows:

TYPE OF INSURANCE	LIMIT OF INSURANCE
General Commercial Liability - Occurrence Form	\$1,000,000 Per Occurrence
Workers Compensation & Employers Liability	Statutory
Business Auto Liability including Hired and Non Owned Auto Liability	\$1,000,000
Excess/Umbrella	\$9,000,000 Per Occurrence \$9,000,000 Aggregate

Contractor agrees solely with respect to liability caused by the sole negligent acts of Contractor, to name Client its officers, employees and directors as Additional Insureds on Contractor's General Commercial Liability and Auto liability insurance policies.

10. Indemnification. Contractor shall indemnify Client, its officers, members, affiliates, subsidiaries, and employees from and against losses, claims, damages, injuries, liabilities and judgments that Client may sustain and which are caused solely by the direct negligent acts of Contractor or Service Personnel while engaged in the performance of Services under this Agreement, and subject to the provisions set forth herein. Client shall indemnify Contractor, its officers, members, affiliates, subsidiaries and employees from and against losses, claims, damages, injuries, liabilities and judgments that Contractor may sustain and which are caused solely by the direct negligent acts of Client.

Notwithstanding anything to the contrary in this Agreement, Contractor shall not indemnify or be required to indemnify Client from or against any losses, claims, damages, injuries, liabilities or judgments to the extent that they are: (i) caused by the contributory negligence of Client or its directors, officers, members, partners, affiliates, licensees, invitees, representatives, agents, or employees; (ii) arising from Client's business decisions, including but not limited to, decisions to remove patrons or personnel from the Property, as to number or placement of Service Personnel or hours of service; (iii) caused by or resulting from the wrongful or negligent acts, errors or omissions of third parties; or (iv) arising out of injury to or death of any employee of Contractor, unless caused solely by the direct negligence of Contractor.

Notwithstanding anything to the contrary in this Agreement, Contractor shall not be liable to Client for any injury (including death) to any person, including an employee of Contractor, arising from a slip, trip or fall while on or near the premises of Client. It is expressly understood and agreed that Contractor is not responsible for performing any maintenance or construction services including but not limited to elevator or escalator maintenance, light repair, lock or alarm device repair or maintenance, building upkeep, snow removal, garbage or debris removal and water removal. It is further understood and

agreed that Contractor is not required or requested to report any maintenance needs or failures to Client.

Notwithstanding anything to the contrary in this Agreement, the Parties agree that any additional insured or indemnity provision throughout this Agreement applies only to claims caused by the direct negligent acts of Contractor and its employees while performing agreed upon duties and Services.

11. Limitation of Liability.

a. Liability: Contractor shall not be liable for any loss of profits or any consequential, indirect or special loss, damage or injury of any kind suffered or incurred by Client arising directly or indirectly from the performance or non-performance of Contractor's obligations under this Agreement (including, but not limited to, a failure to meet any the agreed upon number of Service Personnel to for the purposes of the Agreement), any breach of Contractor's obligations under or in connection with this Agreement or from any negligence, misrepresentation or other act or omission by Contractor or Contractor's employees, agents or contractors.

b. Maximum liability: Notwithstanding anything else in this Agreement, Contractor's liability, whether in contract or pursuant to any cancellation of this Agreement or in tort or otherwise, in respect of all claims for costs, loss, damage or injury arising from breach of any of Contractor's obligations arising under or in connection with this Agreement, from any cancellation of this Agreement or from any negligence, misrepresentation or other act or omission by Contractor or, its employees, agents or contractors, shall not exceed \$500 in respect of one event (or a series of failures arising from the same event). Where there is more than one event (or series of failures arising) Contractor's aggregate maximum liability during the term of this Agreement is limited to \$500.

12. Contractor's Employees. During the term of this Agreement and for a period of twelve (12) months immediately following the end or termination of this Agreement, Client shall not solicit or offer to hire, or hire any employees of Contractor, without the prior written consent of Contractor. This paragraph shall survive termination of this Agreement, regardless of the reason of, basis for or circumstances surrounding such termination.

13. Suspension of Service. In the event that Client's operations at the Property are halted or substantially decreased by reason of strike, labor dispute, picketing, acts of God, or other cause beyond the control of the Client, then those portions of this Agreement concerning Services to be provided at the affected Property shall, upon twenty-four (24) hours written notice from Client to Contractor, be suspended until further written notice by Client to Contractor.

14. Default. Each party may terminate this Agreement immediately if any of the following events shall occur: (a) default by the other party in the performance of the terms and conditions of this Agreement, including but not limited to Client's failure to

timely make payments required hereunder when due, which default continues for five (5) days or more after written notice from the other party; (b) if at any time during the term of the Agreement there shall be filed by such party in any court, pursuant to any statute, either of the United States or of any state, territory or possession, a petition in bankruptcy, or insolvency, or for reorganization, or for the appointment of a receiver to receive all or a portion of such party's property; (c) if such party makes an assignment for the benefit of creditors; or (d) if such party is declared bankrupt in an involuntary proceeding, or is ordered into receivership.

15. Notices. All notices with respect to or required by this Agreement shall be deemed sufficient if deposited with the United States mail, certified or registered, with adequate postage affixed and properly addressed to the respective receiving Party at the address identified at the beginning of this Agreement or in Schedule 1. Either Party may amend the address it receives notice by providing the other Party with a writing setting forth the new address it desires to receive notice.

16. Assignment. This Agreement shall not be assigned in whole or in part by either Party without the prior written consent of the other Party provided, however, that so long as a Party is not in default under this Agreement, that Party may assign this Agreement to an entity with which it merges or consolidates or which acquires substantially all of its assets or stocks.

17. Entire Agreement, Amendments. This Agreement, Schedules, and other items expressly incorporated herein constitute the entire understanding and agreement of the Parties with respect to matters contained herein and supersede all prior agreements or understandings, if any, between the Parties related to the matters contained herein. Neither Party has relied on any, nor are there any, oral or parol agreements, promises, representations or inducements not contained in this Agreement. No provisions of this Agreement may be amended or modified in any manner whatsoever, except by an agreement in writing signed by each of the Parties.

18. No Third Parties. No person other than the Parties to this Agreement has any rights or remedies to, under or deriving from this Agreement. This Agreement creates no third party benefits.

19. Severability. If any term or provision of this Agreement, or the application thereof, to any person or circumstance shall, to any extent, be invalid or unenforceable, the remaining terms and provisions of this Agreement, or the application of such terms or provisions to the person or circumstances, other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

20. Miscellaneous.

a. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Execution of this Agreement may be completed by electronic signature or e-mail transmission. Electronic or e-mail signatures shall have the same force and effect as an original, hard copy of such signature.

b. Survival. The representations, warranties, covenants and agreements contained in or made pursuant to this Agreement shall survive the termination of this Agreement.

c. Choice of Law/Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. The Parties' consent that any action brought to enforce the terms of this Agreement shall be brought in a court of competent jurisdiction in the State of Illinois and the parties waive any right to object to the jurisdiction of the State of Illinois over any dispute concerning this Agreement.

d. Non-Waiver. Any waiver, permission, consent or approval of any kind or nature by any party hereto, must be in writing and shall be effective only in the specific instance, to the extent of and for the specific purpose given, and the same shall not operate or be construed as a waiver of any subsequent breach, default, provision or condition of this Agreement by any party hereto, including the party to whom originally given.

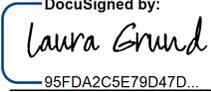
e. Successors. This Agreement shall be binding upon and inure to the benefit of Contractor and Client and their representative successors and/or assigns.

f. Time is of the Essence. Time is of the essence with respect to each Party's obligations under this Agreement.

[SERVICE AGREEMENT SIGNATURE PAGE TO FOLLOW]

**IN WITNESS WHEREOF**, the parties hereto as of the day and year first written above have duly executed this Agreement.

ANDY FRAIN SERVICES, INC., an Illinois Corporation

By:  7/28/2016  
95FDA2C5E79D47D...  
\_\_\_\_\_  
Laura Grund  
Executive Vice President

VILLAGE OF HANOVER PARK

\_\_\_\_\_  
By: Juliana A. Maller  
Village Manager

**SCHEDULE 1****SERVICES**

The rates, locations, and other specifications of the Services which are to be provided in accordance with the Service Agreement are as follows:

**CLIENT NAME AND CONTACT PERSON:** Village of Hanover Park

**ADDRESS:** Village of Hanover Park, 2121 West Lake Street, Hanover Park, IL 60133

**STARTING DATE:** Effective Date of the Agreement

**CLIENT ADDRESS FOR INVOICE:** Village of Hanover Park, 2121 West Lake Street, Hanover Park, IL 60133

**LOCATION OF SERVICES:** Village of Hanover Park, 2121 West Lake Street, Hanover Park, IL 60133

**RATES:**

Contractor shall provide the Service Personnel at the below hourly rate:

<b>Service Personnel</b>	<b>Regular</b>	<b>Overtime</b>	<b>Holiday</b>	<b>Equipment</b>	<b>Other</b>
Crossing Guards 2016/2017	\$16.98	\$25.47	\$25.47	\$	\$
Field Supervisors 2016/2017	\$16.98	\$25.47	\$ 25.47	\$	\$

- Holidays shall include the following dates: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas Day.
- Overtime: Service Personnel shall be billed at the "Overtime" rate if hours of Services are (i) requested with less than 48 hours prior notice to Contractor, and (ii) for a time period outside of the regularly schedule hours.

**SCOPE:**

1. Provide crossing guard at the Property at posts specified by Client.



**TO:** Village President and Board of Trustees

**FROM:** Juliana A. Maller, Village Manager  
Remy Navarrete, Finance Director

**SUBJECT:** Public & Board Input for Fiscal Year 2017 Budget Development

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 4, 2016

**Executive Summary**

Receive input from the public and Board for the Fiscal Year 2017 Budget Development.

**Discussion**

As the Village of Hanover Park begins developing the Fiscal Year 2017 Budget, the public and Village Board are invited to provide input on topics relevant to the budget, which covers the period from January 1, 2017 through December 31, 2017. The purpose of this agenda item is to provide an open forum for public commentary prior to budget development. All input will be considered as part of the budget process.

January 1, 2016 marked the beginning of the Village's second budget on the calendar year schedule. One of the main reasons for the change to a calendar year schedule was to align the budget and property tax levy processes, making it easier to calculate this important revenue source, and to allow for Public Works projects to be bid out in the winter months to receive better pricing.

Attached is a draft budget and levy preparation schedule for your review. This schedule will serve as a guide over the next several months as staff and the Board work to develop and approve a budget for 2017. This schedule may be adjusted as we move forward.

A key challenge facing this process will be the instability of the State of Illinois fiscal position and its affects on municipal and state shared revenues.

**Recommended Action**

Review proposed Budget and Property Tax Levy Calendar and receive input from the Village Board and public for the Fiscal Year 2017 Budget Development.

**Attachments:** Calendar

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_

<b>Budgeted Item:</b>	_____ Yes	___ No	N/A
<b>Budgeted Amount:</b>	\$		
<b>Actual Cost:</b>	\$		
<b>Account Number:</b>	#	N/A	

**Village of Hanover Park**  
**Fiscal Year 2017 Budget and 2016 Tax Levy Calendar**

<b>Date</b>	<b>Day</b>	<b>Activity</b>
June 14, 2016	Tuesday	Distribution of Budget Instruction Manual (Staff meeting - 9:00 a.m.)
June 21, 2016	Tuesday	Department Head discussion (at Staff Meeting)
August 1, 2016	Monday	All specific budget assigned areas (i.e. salaries, insurance, etc.) are to be available to department heads.
August 4, 2016	Thursday	FY'17 Budget Village Board & Public Input at Village Board meeting (7:00 p.m.) Provide FY'17 Budget calendar to Village Board
August 12, 2016	Friday	All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.
August 15, 2016 through August 23, 2016	Monday - Tuesday	Village Manager and budget team review with department heads and committee/commission staff liaisons.
August 31, 2016	Wednesday	Finance & Manager's Office draft Levy and budget recommendation.
September 13, 2016	Tuesday	Finance Committee meeting - Discuss Capital Budget, 2016 Levy options & FY'17 year input (5:00 p.m.)
September 15, 2016	Thursday	Additional Village Board Workshop (if needed)
September 16, 2016	Wednesday	Complete draft recommended 2016 Property Tax Levy & FY'17 Budget (to Board)
October 1, 2016	Saturday	Budget Retreat with Board & Department Heads. Present to the Village Board the draft 2016 Property Tax Levy and Draft FY'17 Budget at a Board Workshop (5:30 p.m.).
October 6, 2016	Thursday	Additional Village Board Workshop (if needed)
October 24, 2016	Monday	Finance Committee meeting to review any final changes to FY'17 Budget and 2016 Property Tax Levy (5:00 p.m.)
October 25, 2016	Tuesday	Make any changes to 2016 Property Tax Levy and Draft FY'17 budget for agenda packet. Finalize Budget Public Hearing Notice and Truth & Taxation agenda items for Board agenda packet.
November 3, 2016	Thursday	Bring draft 2016 Property Tax Levy & Draft FY'17 Budget for Village Board review (7:00 p.m.). Budget Public Hearing Notice on FY'17 Budget on Village Board Meeting Agenda (7:00 p.m.). Truth & Taxation estimate on Village Board Meeting Agenda (7:00 p.m.).
November 14, 2016	Monday	Publish legal notice for FY'17 Budget Public Hearing in newspaper (10 days before Budget Law Hearing).
November 14, 2016	Wednesday	Put FY'17 Budget on file for public review (10 days before FY'17 Budget Public Hearing). <b>(Book completed, not just spreadsheets)</b>
December 1, 2016	Thursday	Final discussion of 2016 Property Tax Levy and FY'17 Budget with Village Board at Board Meeting (if needed) Budget Public Hearing 2016 Property Tax Levy and Abatements and FY'17 Budget on Village Board Agenda for Approval (7:00 p.m.)
December 27, 2016	Monday	Deadline to file 2016 Property Tax Levy Deadline to file approved FY'17 Budget
January 1, 2017	Friday	Start of FY'17 Budget Year



**Village of Hanover Park**

**AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager

**SUBJECT:** Warrant

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 4, 2016

**Recommended Action**

Approve Warrant 8/4/2016 in the amount of \$816,624.68

Approve Warrant Paid in Advance (7/12/16-7/28/16) in the amount of \$678,664.65

Approve Warrant June 2016 P-Cards in the amount of \$48,444.49

JM:smk

Attachments: Warrants

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
 Report By Department - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Department <b>Finance Admin - Finance Administration</b>										
Sub-Department <b>Finance Admin.Check Request Finance Administration,Check Request</b>										
Vendor <b>72 - Accurate Office Supply Co</b>										
370806	office supplies	Open		07/25/2016	08/05/2016	07/25/2016			182.19	
							Vendor <b>72 - Accurate Office Supply Co</b> Totals	Invoices	1	<u>182.19</u>
Vendor <b>968 - Com Ed</b>										
6933095059-7/16	6/17-7/19 Rate 23 Streetlighting	Open		07/25/2016	08/05/2016	07/25/2016			911.74	
							Vendor <b>968 - Com Ed</b> Totals	Invoices	1	<u>911.74</u>
Vendor <b>1005 - Constellation New Energy Inc</b>										
1Y0SO6R-6/16	6/9-7/6 Street Lighting	Open		07/15/2016	08/05/2016	07/15/2016			232.43	
							Vendor <b>1005 - Constellation New Energy Inc</b> Totals	Invoices	1	<u>232.43</u>
Vendor <b>4941 - Illinois Power Marketing</b>										
103908016071	7/16 Street Lighting	Open		07/25/2016	08/05/2016	07/25/2016			2,814.20	
							Vendor <b>4941 - Illinois Power Marketing</b> Totals	Invoices	1	<u>\$2,814.20</u>
Vendor <b>3082 - Nicor Gas</b>										
565381000-6/16	6/7-7/7 STP1	Open		07/15/2016	08/05/2016	07/15/2016			90.50	
							Vendor <b>3082 - Nicor Gas</b> Totals	Invoices	1	<u>\$90.50</u>
Vendor <b>3680 - Ricoh USA Inc</b>										
97189303	7/16 Copier Lease-VH	Open		07/15/2016	08/05/2016	07/15/2016			609.66	
							Vendor <b>3680 - Ricoh USA Inc</b> Totals	Invoices	1	<u>\$609.66</u>
Vendor <b>4118 - Storino, Ramello &amp; Durkin</b>										
69997	6/16 Legal Services-Old Menards	Open		07/15/2016	08/05/2016	07/15/2016			31.00	
69995	6/16 Legal Services-Prosecution	Open		07/25/2016	08/05/2016	07/25/2016			3,453.34	
69996	6/16 Legal Services-Impoundment	Open		07/25/2016	08/05/2016	07/25/2016			663.20	
69998	6/16 Legal Services-adv.Janice Ann Koerner Admin Review Case	Open		07/25/2016	08/05/2016	07/25/2016			235.36	
							Vendor <b>4118 - Storino, Ramello &amp; Durkin</b> Totals	Invoices	4	<u>\$4,382.90</u>
Vendor <b>4255 - Third Millennium Associates</b>										
19630	6/16-7/16 Water Bill Printing	Open		07/15/2016	08/05/2016	07/15/2016			3,117.96	
							Vendor <b>4255 - Third Millennium Associates</b> Totals	Invoices	1	<u>\$3,117.96</u>
Vendor <b>5723 - Paula Toronyi</b>										
16-0750	Refund Overpaid Ambulance Fee	Open		07/25/2016	08/05/2016	07/25/2016			435.20	
							Vendor <b>5723 - Paula Toronyi</b> Totals	Invoices	1	<u>\$435.20</u>



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Invoice Due Date Range 07/22/16 - 08/05/16  
Report By Department - Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>RUSLAN BARANAU</b>									
P0263-004128	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>RUSLAN BARANAU</b> Totals				Invoices	1	\$20.00
Vendor <b>DANIELA BARTOLONA</b>									
P0252-000373	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>DANIELA BARTOLONA</b> Totals				Invoices	1	\$20.00
Vendor <b>NICOLA BRUNETTI</b>									
P0033-000058	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>NICOLA BRUNETTI</b> Totals				Invoices	1	\$20.00
Vendor <b>ROBERTO CAMACHO</b>									
P0233-000108	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>ROBERTO CAMACHO</b> Totals				Invoices	1	\$20.00
Vendor <b>ERICK CAROMON</b>									
P0269-000072	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>ERICK CAROMON</b> Totals				Invoices	1	\$20.00
Vendor <b>JOAQUIN CASTILLO</b>									
P0256-000113	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			50.00
			Vendor <b>JOAQUIN CASTILLO</b> Totals				Invoices	1	\$50.00
Vendor <b>ALBERTO CHAPARRO</b>									
P0181-000296	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>ALBERTO CHAPARRO</b> Totals				Invoices	1	\$20.00
Vendor <b>NANCY CHAPMAN</b>									
P0038-000813	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>NANCY CHAPMAN</b> Totals				Invoices	1	\$20.00
Vendor <b>PATRICK CRALL</b>									
P0263-000512	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>PATRICK CRALL</b> Totals				Invoices	1	\$20.00
Vendor <b>DANIEL DAUDELIN</b>									
P0019-000287	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
P0019-000288	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>DANIEL DAUDELIN</b> Totals				Invoices	2	\$40.00



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
Report By Department - Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor <b>ROBERTO DIAZ</b>										
P0289-000339	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>ROBERTO DIAZ</b> Totals	Invoices	1	\$20.00
Vendor <b>KAITLYN T DICK</b>										
P0263-004025	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>KAITLYN T DICK</b> Totals	Invoices	1	\$20.00
Vendor <b>MATTHEW DUESING</b>										
P0233-000336	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			50.00	
							Vendor <b>MATTHEW DUESING</b> Totals	Invoices	1	\$50.00
Vendor <b>JUANA ESQUEDA</b>										
P0019-000254	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>JUANA ESQUEDA</b> Totals	Invoices	1	\$20.00
Vendor <b>PETER FAGAN</b>										
P0304-000473	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>PETER FAGAN</b> Totals	Invoices	1	\$20.00
Vendor <b>JUAN FLORES</b>										
P0270-000033	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>JUAN FLORES</b> Totals	Invoices	1	\$20.00
Vendor <b>FELIX GONZALEZ</b>										
P0263-004056	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>FELIX GONZALEZ</b> Totals	Invoices	1	\$20.00
Vendor <b>RAMONA GUTIERREZ</b>										
A0264-000008	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			100.00	
							Vendor <b>RAMONA GUTIERREZ</b> Totals	Invoices	1	\$100.00
Vendor <b>DAVID HAKOLA</b>										
P0038-000806	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			50.00	
							Vendor <b>DAVID HAKOLA</b> Totals	Invoices	1	\$50.00
Vendor <b>KYAW HTWE</b>										
P0173-000111	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			70.00	
							Vendor <b>KYAW HTWE</b> Totals	Invoices	1	\$70.00
Vendor <b>KANDICE A HUSARIK</b>										
P0263-004032	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>KANDICE A HUSARIK</b> Totals	Invoices	1	\$20.00



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
 Report By Department - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>JOSE JARAMILLO</b>									
P0270-000124	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>JOSE JARAMILLO</b> Totals				Invoices	1	\$20.00
Vendor <b>IVELIN Z KALCHEV</b>									
P0284-000320	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>IVELIN Z KALCHEV</b> Totals				Invoices	1	\$20.00
Vendor <b>AREK KAMINSKI</b>									
P0263-001011	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>AREK KAMINSKI</b> Totals				Invoices	1	\$20.00
Vendor <b>GLORIA KAMINSKY</b>									
P0233-000205	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>GLORIA KAMINSKY</b> Totals				Invoices	1	\$20.00
Vendor <b>KO KEVIN</b>									
P0096-000213	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>KO KEVIN</b> Totals				Invoices	1	\$20.00
Vendor <b>EWA KULESZA</b>									
P0252-000484	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>EWA KULESZA</b> Totals				Invoices	1	\$20.00
Vendor <b>MICHELLE KUSHNER</b>									
P0264-000165	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>MICHELLE KUSHNER</b> Totals				Invoices	1	\$20.00
Vendor <b>JUSTIN LOVRICH</b>									
P0263-000576	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>JUSTIN LOVRICH</b> Totals				Invoices	1	\$20.00
Vendor <b>JUAN MARQUEZ</b>									
P0256-000299	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>JUAN MARQUEZ</b> Totals				Invoices	1	\$20.00
Vendor <b>JESUS MARTINEZ</b>									
Z0000-4193493	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			50.00
			Vendor <b>JESUS MARTINEZ</b> Totals				Invoices	1	\$50.00
Vendor <b>GRZEGORZ MARTYNIAK</b>									
P0252-000076	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00
			Vendor <b>GRZEGORZ MARTYNIAK</b> Totals				Invoices	1	\$20.00



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
 Report By Department - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor <b>KANAN PATEL</b>										
P0263-000627	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>KANAN PATEL</b> Totals	Invoices 1	\$20.00
Vendor <b>RICARDO PEREZ GASCA</b>										
P0289-000352	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>RICARDO PEREZ GASCA</b> Totals	Invoices 1	\$20.00
Vendor <b>CARYN PROVENZANO</b>										
P0237-000593	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>CARYN PROVENZANO</b> Totals	Invoices 1	\$20.00
Vendor <b>TANIA RAMOS</b>										
P0137-000458	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>TANIA RAMOS</b> Totals	Invoices 1	\$20.00
Vendor <b>HINA RAZVI</b>										
P0233-000067	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>HINA RAZVI</b> Totals	Invoices 1	\$20.00
Vendor <b>ROBERT REPTOWSKI</b>										
P0263-000520	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>ROBERT REPTOWSKI</b> Totals	Invoices 1	\$20.00
Vendor <b>SILVIA RINCON</b>										
P0128-000256	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>SILVIA RINCON</b> Totals	Invoices 1	\$20.00
Vendor <b>RYDER TRUCK RENTAL</b>										
P0313-000024	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>RYDER TRUCK RENTAL</b> Totals	Invoices 1	\$20.00
Vendor <b>KAYLA SANDERS</b>										
P0252-000445	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>KAYLA SANDERS</b> Totals	Invoices 1	\$20.00
Vendor <b>BENITA SCHEFFKI</b>										
P0263-001070	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>BENITA SCHEFFKI</b> Totals	Invoices 1	\$20.00
Vendor <b>JAYANTILAL SHAH</b>										
P0019-000018	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
								Vendor <b>JAYANTILAL SHAH</b> Totals	Invoices 1	\$20.00



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
Report By Department - Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor <b>GERALD A SKELNIK</b>										
P0019-000519	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>GERALD A SKELNIK</b> Totals	Invoices	1	\$20.00
Vendor <b>PHETSAMONE SOURIVONG</b>										
P0264-000160	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>PHETSAMONE SOURIVONG</b> Totals	Invoices	1	\$20.00
Vendor <b>GREGORY STOKER</b>										
P0102-000024	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>GREGORY STOKER</b> Totals	Invoices	1	\$20.00
Vendor <b>NATHANIEL M SUTHERLANDM</b>										
P0263-000963	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>NATHANIEL M SUTHERLANDM</b> Totals	Invoices	1	\$20.00
Vendor <b>KIMBERLEE SWANSON</b>										
P0081-000016	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>KIMBERLEE SWANSON</b> Totals	Invoices	1	\$20.00
Vendor <b>TIMOTHY G THREW</b>										
P0303-000163	TICKET OVERPAYMENT	Open		07/18/2016	08/05/2016	07/18/2016			20.00	
							Vendor <b>TIMOTHY G THREW</b> Totals	Invoices	1	\$20.00
Sub-Department <b>Finance Admin.Check Request Finance Administration,Check Request</b> Totals							Invoices	62	\$14,026.78	
Department <b>Finance Admin - Finance Administration</b> Totals							Invoices	62	\$14,026.78	
<b>Finance Admin Finance Administration</b>										
Department <b>Fire Admin - Fire Administration</b>										
Vendor <b>1173 - Dell Marketing L.P.</b>										
XJXXM9WJ1	LED Monitors (2) and Wall Mounts (2)	Open		07/20/2016	08/05/2016	07/20/2016			3,288.60	
							Vendor <b>1173 - Dell Marketing L.P.</b> Totals	Invoices	1	\$3,288.60
Sub-Department <b>Fire Admin.Check Request Fire Administration,Check Request</b>										
Vendor <b>353 - Artistic Engraving</b>										
10297	Badges, Retirement Badges and Pins for Promotions	Open		07/18/2016	08/05/2016	07/18/2016			1,493.82	
							Vendor <b>353 - Artistic Engraving</b> Totals	Invoices	1	\$1,493.82



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
 Report By Department - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
<b>Vendor 4749 - Case Lots Inc</b>									
014320	Station Supplies	Open		07/18/2016	08/05/2016	07/18/2016			501.89
014499	Station Supplies	Open		07/18/2016	08/05/2016	07/18/2016			273.05
Vendor <b>4749 - Case Lots Inc</b> Totals							Invoices	2	\$774.94
<b>Vendor 5712 - D&amp;B Consulting, Inc of Illinois</b>									
100	Plumbing Inspections - 6-22 - 6-29-16	Open		07/18/2016	08/05/2016	07/18/2016			400.00
Vendor <b>5712 - D&amp;B Consulting, Inc of Illinois</b> Totals							Invoices	1	\$400.00
<b>Vendor 5172 - Elite Uniforms Inc</b>									
HAN-022	Uniforms	Open		07/18/2016	08/05/2016	07/18/2016			292.00
Vendor <b>5172 - Elite Uniforms Inc</b> Totals							Invoices	1	\$292.00
<b>Vendor 4826 - Craig Haigh</b>									
9-21-23-16	Meeting in Glendale, AZ - Per Diem_Airfare_Lodging	Open		07/18/2016	08/05/2016	07/18/2016			965.91
Vendor <b>4826 - Craig Haigh</b> Totals							Invoices	1	\$965.91
<b>Vendor 2810 - Menards</b>									
28337	Tarps - Replacements	Open		07/18/2016	08/05/2016	07/18/2016			36.92
32485	Supplies - Fire Corps	Open		07/18/2016	08/05/2016	07/18/2016			3.79
32524	Tools	Open		07/18/2016	08/05/2016	07/18/2016			25.96
Vendor <b>2810 - Menards</b> Totals							Invoices	3	\$66.67
<b>Vendor 3807 - Sam's Club/Synchrony Bank</b>									
001063	Coffee Supplies_Cake for Swearing In_Office Supplies	Open		07/18/2016	08/05/2016	07/18/2016			245.73
Vendor <b>3807 - Sam's Club/Synchrony Bank</b> Totals							Invoices	1	\$245.73
<b>Vendor 4762 - Thompson Elevator Inspection Service Inc</b>									
16-2314	Elevator Inspections - July 2016	Open		07/18/2016	08/05/2016	07/18/2016			1,737.00
Vendor <b>4762 - Thompson Elevator Inspection Service Inc</b> Totals							Invoices	1	\$1,737.00
Sub-Department <b>Fire Admin.Check Request Fire Administration,Check Request</b> Totals							Invoices	11	\$5,976.07
Department <b>Fire Admin - Fire Administration</b> Totals							Invoices	12	\$9,264.67
<b>Fire Admin Fire Administration</b>									
<b>Department Fire Inspect Svc - Fire Inspectional Services</b>									
<b>Vendor ADH Improveent, Inc</b>									
2016-984	Bond Refund-- 6991 Mulberry St	Open		07/14/2016	08/05/2016	07/14/2016			106.00
Vendor <b>ADH Improveent, Inc</b> Totals							Invoices	1	\$106.00



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Vendor <b>American Home Improvers, Inc.</b>										
2016-253	Bond Refund--5300 Niven Ln	Open		07/18/2016	08/05/2016	07/18/2016			130.00	
								Vendor <b>American Home Improvers, Inc.</b> Totals	Invoices 1	\$130.00
Vendor <b>John Blixt</b>										
2016-653	Bond Refund-- 2122 Baldwin Ln	Open		07/14/2016	08/05/2016	07/14/2016			110.00	
								Vendor <b>John Blixt</b> Totals	Invoices 1	\$110.00
Vendor <b>Bloomington Heating &amp; Air Conditioning, Inc</b>										
2016-553	Bond Refund-- 1309 Court O	Open		07/25/2016	08/05/2016	07/25/2016			100.00	
								Vendor <b>Bloomington Heating &amp; Air Conditioning, Inc</b> Totals	Invoices 1	\$100.00
Vendor <b>C &amp; S Remodeling</b>										
2016-970	Bond Refund-- 1700 Nautilus Ln	Open		07/14/2016	08/05/2016	07/14/2016			100.00	
								Vendor <b>C &amp; S Remodeling</b> Totals	Invoices 1	\$100.00
Vendor <b>Countryside Roofing</b>										
2016-704	Bond Refund--1920 Wildwood Ln	Open		07/14/2016	08/05/2016	07/14/2016			100.00	
								Vendor <b>Countryside Roofing</b> Totals	Invoices 1	\$100.00
Vendor <b>Ramona De Garcia</b>										
2016-614	Bond Refund--902 Violet	Open		07/14/2016	08/05/2016	07/14/2016			100.00	
								Vendor <b>Ramona De Garcia</b> Totals	Invoices 1	\$100.00
Vendor <b>Harpreet Gill</b>										
2016-762	Bond Refund-- 1880 Isle Royal	Open		07/25/2016	08/05/2016	07/25/2016			100.00	
								Vendor <b>Harpreet Gill</b> Totals	Invoices 1	\$100.00
Vendor <b>HP US LLC</b>										
2016-047	Bond Refund--1818 Irving Park	Open		07/18/2016	08/05/2016	07/18/2016			390.00	
								Vendor <b>HP US LLC</b> Totals	Invoices 1	\$390.00
Vendor <b>Midwest Roofing Professional LLC</b>										
2016-365	Bond Refund-- 7900 Carlisle Dr	Open		07/25/2016	08/05/2016	07/25/2016			100.00	
								Vendor <b>Midwest Roofing Professional LLC</b> Totals	Invoices 1	\$100.00
Vendor <b>Midwest Roofing Professionals</b>										
2016-367	Bond Refund-- 1167 Hialeah Ln	Open		07/22/2016	08/05/2016	07/22/2016			100.00	
2016-191	Bond Refund-- 1556 Yorkshire Dr	Open		07/22/2016	08/05/2016	07/22/2016			100.00	
								Vendor <b>Midwest Roofing Professionals</b> Totals	Invoices 2	\$200.00
Vendor <b>Rodriguez Roofing</b>										
2015-1275	Bond Refund-- 7901 Kingsbury Dr	Open		07/18/2016	08/05/2016	07/18/2016			100.00	



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Vendor <b>Rodriguez Roofing</b>									
2016-400	Bond Refund-- 8220 Brockton Ct	Open		07/19/2016	08/05/2016	07/19/2016			100.00
			Vendor <b>Rodriguez Roofing</b> Totals				Invoices	3	\$300.00
Vendor <b>Rodriguez Roofing Co</b>									
2016-1022	Bond Refund--5260 Lemon Ln	Open		07/22/2016	08/05/2016	07/22/2016			100.00
			Vendor <b>Rodriguez Roofing Co</b> Totals				Invoices	1	\$100.00
Vendor <b>Roto-Rooter</b>									
2016-1056	Bond Refund-- 6601 Deerpath	Open		07/22/2016	08/05/2016	07/22/2016			100.00
			Vendor <b>Roto-Rooter</b> Totals				Invoices	1	\$100.00
Vendor <b>S &amp; H Remodeling</b>									
2016-476	Bond Refund--7038 Chestnut St	Open		07/19/2016	08/05/2016	07/19/2016			405.00
			Vendor <b>S &amp; H Remodeling</b> Totals				Invoices	2	\$810.00
Vendor <b>Scott General Contracting Co.</b>									
2015-1630	Bond Refund-- 7465 Barrington Rd	Open		07/22/2016	08/05/2016	07/22/2016			450.00
			Vendor <b>Scott General Contracting Co.</b> Totals				Invoices	1	\$450.00
Vendor <b>Tentory Concrete</b>									
2016-867	Bond Refund-- 1944 Saint Clair Ln	Open		07/22/2016	08/05/2016	07/22/2016			100.00
			Vendor <b>Tentory Concrete</b> Totals				Invoices	1	\$100.00
Vendor <b>Tentory COncrete Construction</b>									
2016-973	Bond Refund-- 3880 Sandpiper Dr	Open		07/25/2016	08/05/2016	07/25/2016			100.00
			Vendor <b>Tentory COncrete Construction</b> Totals				Invoices	1	\$100.00
Vendor <b>Tiger Remodeling</b>									
2016-991	Bond Refund-- 3875 Marine Dr	Open		07/22/2016	08/05/2016	07/22/2016			110.00
			Vendor <b>Tiger Remodeling</b> Totals				Invoices	1	\$110.00
Vendor <b>Trionek, LLC</b>									
2015-1582	Bond Refund-- 2150 Walnut Ave	Open		07/14/2016	08/05/2016	07/14/2016			200.00
			Vendor <b>Trionek, LLC</b> Totals				Invoices	1	\$200.00
Vendor <b>Helen Wilkinson</b>									
2016-879	Bond Refund-- 8013 Northway	Open		07/22/2016	08/05/2016	07/22/2016			100.00
			Vendor <b>Helen Wilkinson</b> Totals				Invoices	1	\$100.00



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Invoice Due Date Range 07/22/16 - 08/05/16  
 Report By Department - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor <b>Zam Zam Meat Mart</b>										
2016-645	Bond Refund-- 7207 Olde Salem Cir	Open		07/14/2016	08/05/2016	07/14/2016			135.00	
							Vendor <b>Zam Zam Meat Mart</b> Totals	Invoices	1	\$135.00
							Department <b>Fire Inspect Svc - Fire Inspectional Services</b> Totals	Invoices	26	\$4,041.00
<b>Fire Inspect Svc Fire Inspectional Services</b>										
Department <b>HR Department - Human Resources Department</b>										
Sub-Department <b>HR Department.Check Request Human Resources Department,Check Request</b>										
Vendor <b>4775 - Alexian Brothers Corporate Health Services</b>										
600692	employee physicals	Open		07/22/2016	08/05/2016	07/22/2016			777.00	
							Vendor <b>4775 - Alexian Brothers Corporate Health Services</b> Totals	Invoices	1	\$777.00
Vendor <b>5428 - American Payroll Association</b>										
227094	American Payroll Association Membership-Spoo	Open		07/22/2016	08/05/2016	07/22/2016			219.00	
							Vendor <b>5428 - American Payroll Association</b> Totals	Invoices	1	\$219.00
Vendor <b>910 - Clark Baird Smith LLP</b>										
7326	legal services	Open		07/22/2016	08/05/2016	07/22/2016			11,699.73	
7390	legal services	Open		07/22/2016	08/05/2016	07/22/2016			1,946.25	
							Vendor <b>910 - Clark Baird Smith LLP</b> Totals	Invoices	2	\$13,645.98
Vendor <b>1491 - First Advantage Background Services Corp</b>										
5540181606	employment screening	Open		07/22/2016	08/05/2016	07/22/2016			308.15	
5541451605	employment screening	Open		07/22/2016	08/05/2016	07/22/2016			1,472.25	
							Vendor <b>1491 - First Advantage Background Services Corp</b> Totals	Invoices	2	\$1,780.40
Vendor <b>2656 - Management Association</b>										
fy17-74008	Management Association Membership	Open		07/22/2016	08/05/2016	07/22/2016			2,165.00	
							Vendor <b>2656 - Management Association</b> Totals	Invoices	1	\$2,165.00
Vendor <b>4783 - O.C. Tanner</b>										
930721821	employee retirement gift	Open		07/22/2016	08/05/2016	07/22/2016			800.04	
930843980	employee retirement	Open		07/22/2016	08/05/2016	07/22/2016			713.29	
							Vendor <b>4783 - O.C. Tanner</b> Totals	Invoices	2	\$1,513.33
Vendor <b>3680 - Ricoh USA Inc</b>										
5043377062	copy charges HR	Open		07/22/2016	08/05/2016	07/22/2016			95.73	
							Vendor <b>3680 - Ricoh USA Inc</b> Totals	Invoices	1	\$95.73



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Invoice Due Date Range 07/22/16 - 08/05/16  
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 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
<b>Vendor 4820 - Wageworks</b>									
125A10475976	FSA AFLAC admin fees	Open		07/22/2016	08/05/2016	07/22/2016			259.00
						Vendor <b>4820 - Wageworks</b> Totals	Invoices	1	\$259.00
						Sub-Department <b>HR Department.Check Request Human Resources Department,Check Request</b> Totals	Invoices	11	\$20,455.44
						Department <b>HR Department - Human Resources Department</b> Totals	Invoices	11	\$20,455.44
<b>HR Department Human Resources Department</b>									
Department <b>IT - Information Technology</b>									
Sub-Department <b>IT.Check Request Information Technology,Check Request</b>									
<b>Vendor 2986 - Municipal Web Services</b>									
52102	Monthly Web Hosting - July	Open		07/20/2016	08/05/2016	07/20/2016			315.00
						Vendor <b>2986 - Municipal Web Services</b> Totals	Invoices	1	\$315.00
<b>Vendor 3680 - Ricoh USA Inc</b>									
28820476	Copier Charges - JUNE/2016	Open		07/11/2016	08/05/2016	07/11/2016			260.46
						Vendor <b>3680 - Ricoh USA Inc</b> Totals	Invoices	1	\$260.46
<b>Vendor 5365 - Sentinel Technologies Inc</b>									
T295613	Professional Services	Open		07/20/2016	08/05/2016	07/20/2016			1,718.10
						Vendor <b>5365 - Sentinel Technologies Inc</b> Totals	Invoices	1	\$1,718.10
<b>Vendor 4454 - Verizon Wireless</b>									
9768159279	Mobile Data Cards - July	Open		07/20/2016	08/05/2016	07/20/2016			2,409.33
						Vendor <b>4454 - Verizon Wireless</b> Totals	Invoices	1	\$2,409.33
						Sub-Department <b>IT.Check Request Information Technology,Check Request</b> Totals	Invoices	4	\$4,702.89
						Department <b>IT - Information Technology</b> Totals	Invoices	4	\$4,702.89
<b>IT Information Technology</b>									
Department <b>Paid in Advance - Paid in Advance</b>									
<b>Vendor 1494 - First Eagle Bank</b>									
2016augserviceaw	2016 august service awards	Open		07/25/2016	07/25/2016	07/25/2016			203.00
						Vendor <b>1494 - First Eagle Bank</b> Totals	Invoices	1	\$203.00
<b>Vendor 4473 - Village of Hanover Park Petty Cash</b>									
2016CarShowPrize	Cash Prizes-2016 Car Show	Open		07/25/2016	07/25/2016	07/25/2016			300.00
						Vendor <b>4473 - Village of Hanover Park Petty Cash</b> Totals	Invoices	1	\$300.00
						Department <b>Paid in Advance - Paid in Advance</b> Totals	Invoices	2	\$503.00



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<b>Paid in Advance Paid in Advance</b>									
Department <b>PD Admin - PD Administration</b>									
Sub-Department <b>PD Admin.Check Request PD Administration,Check Request</b>									
Vendor <b>33 - A1 Trophies &amp; Awards Inc</b>									
19057	Retirement Plaque - Webb	Open		07/22/2016	08/05/2016	07/25/2016			150.00
Vendor <b>33 - A1 Trophies &amp; Awards Inc</b> Totals							Invoices	1	<u>\$150.00</u>
Vendor <b>290 - Andy Frain Services Inc</b>									
217201	Crossing Guard Services	Open		07/22/2016	08/05/2016	07/25/2016			66.92
Vendor <b>290 - Andy Frain Services Inc</b> Totals							Invoices	1	<u>\$66.92</u>
Vendor <b>5565 - Animal Welfare League</b>									
7591	Kennel Service	Open		07/22/2016	08/05/2016	07/25/2016			190.50
Vendor <b>5565 - Animal Welfare League</b> Totals							Invoices	1	<u>\$190.50</u>
Vendor <b>4824 - Countryside Funeral Homes &amp; Crematory</b>									
HP16028561	Morgue Transportation	Open		07/22/2016	08/05/2016	07/25/2016			400.00
HP16029179	Morgue Transportation	Open		07/22/2016	08/05/2016	07/25/2016			400.00
Vendor <b>4824 - Countryside Funeral Homes &amp; Crematory</b> Totals							Invoices	2	<u>\$800.00</u>
Vendor <b>4766 - DuPage County</b>									
IA189	CJIS 2nd Quarter 29016	Open		07/22/2016	08/05/2016	07/25/2016			750.00
Vendor <b>4766 - DuPage County</b> Totals							Invoices	1	<u>\$750.00</u>
Vendor <b>1290 - DuPage County Children's Center</b>									
HP001-2016	Municipal Annual Contribution for DCCC	Open		07/22/2016	08/05/2016	07/25/2016			4,000.00
Vendor <b>1290 - DuPage County Children's Center</b> Totals							Invoices	1	<u>\$4,000.00</u>
Vendor <b>4889 - Napoleon Garcia</b>									
Garcia050616	Training Gas - Garcia	Open		07/22/2016	08/05/2016	07/25/2016			61.25
Vendor <b>4889 - Napoleon Garcia</b> Totals							Invoices	1	<u>\$61.25</u>
Vendor <b>4810 - Hanover Park Little League</b>									
CopsDay2016	Cop's Day Raffle	Open		07/22/2016	08/05/2016	07/25/2016			270.00
Vendor <b>4810 - Hanover Park Little League</b> Totals							Invoices	1	<u>\$270.00</u>
Vendor <b>5635 - Kirsch Landscaping Inc</b>									
524	Lawn Mowing/Weed Removal	Open		07/22/2016	08/05/2016	07/25/2016			135.00
Vendor <b>5635 - Kirsch Landscaping Inc</b> Totals							Invoices	1	<u>\$135.00</u>



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<b>Vendor 2647 - Major Case Assistance Team</b>										
2016	Membership Dues	Open		07/22/2016	08/05/2016	07/25/2016			3,000.00	
							Vendor 2647 - Major Case Assistance Team Totals	Invoices	1	<u>3,000.00</u>
<b>Vendor 3102 - North East Multi-Regional Training</b>										
209257	Training - Vargas	Open		07/22/2016	08/05/2016	07/25/2016			75.00	
							Vendor 3102 - North East Multi-Regional Training Totals	Invoices	1	<u>75.00</u>
<b>Vendor 5260 - Brian Wiebe</b>										
29769251	Kennel	Open		07/22/2016	08/05/2016	07/25/2016			189.99	
							Vendor 5260 - Brian Wiebe Totals	Invoices	1	<u>189.99</u>
							Sub-Department PD Admin.Check Request PD Administration,Check Request Totals	Invoices	13	<u>\$9,688.66</u>
							Department PD Admin - PD Administration Totals	Invoices	13	<u>\$9,688.66</u>
<b>PD Admin PD Administration</b>										
<b>Department PW Admin - PW Administration</b>										
<b>Vendor 5659 - Chicagoland Paving Contractors Inc.</b>										
160402	Celebrity Circle Reconstruction/Resurfacing	Open		07/22/2016	08/05/2016	07/22/2016			560,569.84	
							Vendor 5659 - Chicagoland Paving Contractors Inc. Totals	Invoices	1	<u>\$560,569.84</u>
<b>Sub-Department PW Admin.Check Request PW Administration,Check Request</b>										
<b>Vendor 254 - American Public Works Association-APWA</b>										
Expo 2016	APWA Expo	Open		07/21/2016	08/05/2016	07/21/2016			180.00	
							Vendor 254 - American Public Works Association-APWA Totals	Invoices	1	<u>180.00</u>
<b>Vendor 4850 - Autumn Landscaping</b>										
4652	extra materials block wall repair	Open		07/16/2016	08/05/2016	07/16/2016			1,500.00	
4653	irrigation repair at village hall	Open		07/16/2016	08/05/2016	07/16/2016			450.00	
4654	irrigation start up	Open		07/16/2016	08/05/2016	07/16/2016			1,768.00	
							Vendor 4850 - Autumn Landscaping Totals	Invoices	3	<u>\$3,718.00</u>
<b>Vendor 399 - Avalon Petroleum Company</b>										
017334	Diesel Fuel	Open		07/18/2016	08/05/2016	07/18/2016			1,728.80	
460024	Regular Gasoline	Open		07/18/2016	08/05/2016	07/18/2016			10,620.00	
							Vendor 399 - Avalon Petroleum Company Totals	Invoices	2	<u>\$12,348.80</u>



# Accounts Payable Invoice Report 6-A16

Invoice Due Date Range 07/22/16 - 08/05/16  
Report By Department - Vendor - Invoice  
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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor <b>529 - Biggers Chevrolet</b> 22077-1	Spare Key #127	Open		07/15/2016	08/05/2016	07/15/2016			32.89	
Vendor <b>529 - Biggers Chevrolet</b> Totals								Invoices	1	\$32.89
Vendor <b>754 - Carquest Auto Parts</b> 801323	Cut off wheels	Open		07/25/2016	08/05/2016	07/25/2016			12.48	
Vendor <b>754 - Carquest Auto Parts</b> Totals								Invoices	1	\$12.48
Vendor <b>5202 - Certified Balance &amp; Scale Corp</b> 22409	training on replacement DO meter	Open		07/19/2016	08/05/2016	07/19/2016			190.00	
Vendor <b>5202 - Certified Balance &amp; Scale Corp</b> Totals								Invoices	1	\$190.00
Vendor <b>845 - Chicago Parts &amp; Sound LLC</b> 773507	Brake Parts #3166	Open		07/15/2016	08/05/2016	07/15/2016			236.65	
Vendor <b>845 - Chicago Parts &amp; Sound LLC</b> Totals								Invoices	1	\$236.65
Vendor <b>924 - Clauss Brothers Inc</b> 24828	gazebo plantings	Open		07/16/2016	08/05/2016	07/16/2016			690.20	
Vendor <b>924 - Clauss Brothers Inc</b> Totals								Invoices	1	\$690.20
Vendor <b>934 - Clifford-Wald</b> IN00097480	Paper for KIP	Open		07/13/2016	08/05/2016	07/13/2016			72.00	
Vendor <b>934 - Clifford-Wald</b> Totals								Invoices	1	\$72.00
Vendor <b>4774 - Continental Weather Service</b> 15393	monthly weather forecasting	Open		07/16/2016	08/05/2016	07/16/2016			150.00	
Vendor <b>4774 - Continental Weather Service</b> Totals								Invoices	1	\$150.00
Vendor <b>5071 - DuPage County Division of Transportation</b> AP160529	Permit fee	Open		07/25/2016	08/05/2016	07/25/2016			100.00	
Vendor <b>5071 - DuPage County Division of Transportation</b> Totals								Invoices	1	\$100.00
Vendor <b>1310 - DuPage Topsoil</b> 042591	Topsoil	Open		07/25/2016	08/05/2016	07/25/2016			670.00	
Vendor <b>1310 - DuPage Topsoil</b> Totals								Invoices	1	\$670.00
Vendor <b>1366 - Elmund &amp; Nelson Co</b> 16006056	Repair underground wiring	Open		07/25/2016	08/05/2016	07/25/2016			630.24	
Vendor <b>1366 - Elmund &amp; Nelson Co</b> Totals								Invoices	1	\$630.24
Vendor <b>1539 - Foster Coach Sales</b> 9888	Door Switches #383	Open		07/15/2016	08/05/2016	07/15/2016			70.69	
Vendor <b>1539 - Foster Coach Sales</b> Totals								Invoices	1	\$70.69



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Vendor <b>1543 - Four Seasons Decor Inc</b>										
5160	remove winter and install spring banners	Open		07/18/2016	08/05/2016	07/18/2016			1,750.00	
5169	remove spring and install summer banners	Open		07/18/2016	08/05/2016	07/18/2016			1,650.00	
Vendor <b>1543 - Four Seasons Decor Inc</b> Totals								Invoices	2	\$3,400.00
Vendor <b>4755 - Friendly Ford</b>										
192913	Lamp Assembly #168	Open		07/15/2016	08/05/2016	07/15/2016			225.54	
192969	Bushings for #66	Open		07/15/2016	08/05/2016	07/15/2016			6.72	
193043	Pipe - Fuel Fill	Open		07/15/2016	08/05/2016	07/15/2016			52.49	
193049	Tube Assembly	Open		07/15/2016	08/05/2016	07/15/2016			44.75	
Vendor <b>4755 - Friendly Ford</b> Totals								Invoices	4	\$329.50
Vendor <b>4798 - Groot Industries Inc</b>										
14206638	sweeper dump fees	Open		07/16/2016	08/05/2016	07/16/2016			104.00	
14281716	sweeper dump fees	Open		07/22/2016	08/05/2016	07/22/2016			208.00	
Vendor <b>4798 - Groot Industries Inc</b> Totals								Invoices	2	\$312.00
Vendor <b>4892 - Havey Communications Inc</b>										
6583	Repairs to Fire Department Chevy Suburban #301	Open		07/15/2016	08/05/2016	07/15/2016			5,426.85	
6600	Control Consoles & Laptop Brackets for New Squads	Open		07/21/2016	08/05/2016	07/21/2016			2,009.10	
Vendor <b>4892 - Havey Communications Inc</b> Totals								Invoices	2	\$7,435.95
Vendor <b>1834 - HD Supply Waterworks LTD</b>										
F762527	Tapping tool replacement parts	Open		07/25/2016	08/05/2016	07/25/2016			127.27	
F763424	Gasket for tapping machine	Open		07/25/2016	08/05/2016	07/25/2016			1.61	
F796647	Water main repair parts	Open		07/25/2016	08/05/2016	07/25/2016			1,616.25	
F800128	Repair clamps	Open		07/25/2016	08/05/2016	07/25/2016			288.56	
Vendor <b>1834 - HD Supply Waterworks LTD</b> Totals								Invoices	4	\$2,033.69
Vendor <b>2058 - IL Pump Inc</b>										
s-10512	oil changes on the 3 pumps at the Bayside lift station	Open		07/18/2016	08/05/2016	07/18/2016			3,298.66	
s10563	Unplugged pump #2 at the Plumtree lift station	Open		07/20/2016	08/05/2016	07/20/2016			1,132.98	
s10567	Unplug pump #1 at the Turnberry lift station	Open		07/20/2016	08/05/2016	07/20/2016			1,127.08	
Vendor <b>2058 - IL Pump Inc</b> Totals								Invoices	3	\$5,558.72



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Vendor <b>2131 - Interstate Battery Systems Of Fox River Valley</b>										
85023111	Battery for #188	Open		07/15/2016	08/05/2016	07/15/2016			86.95	
							Vendor <b>2131 - Interstate Battery Systems Of Fox River Valley</b> Totals		Invoices 1	\$86.95
Vendor <b>5145 - JM Tire Recycling</b>										
039069	Old Tire Recycling	Open		07/15/2016	08/05/2016	07/15/2016			232.00	
							Vendor <b>5145 - JM Tire Recycling</b> Totals		Invoices 1	\$232.00
Vendor <b>2714 - Matco Tools</b>										
139080	Tools for Lyle	Open		07/21/2016	08/05/2016	07/21/2016			9.09	
							Vendor <b>2714 - Matco Tools</b> Totals		Invoices 1	\$9.09
Vendor <b>2810 - Menards</b>										
30969	Plants	Open		07/15/2016	08/05/2016	07/15/2016			106.70	
31573	Round-Up Spray	Open		07/15/2016	08/05/2016	07/15/2016			95.52	
31907	Misc. Supplies	Open		07/15/2016	08/05/2016	07/15/2016			250.92	
31940	Misc. Supplies	Open		07/15/2016	08/05/2016	07/15/2016			29.91	
31943	Misc. Supplies	Open		07/15/2016	08/05/2016	07/15/2016			15.82	
32286	Small Tools	Open		07/15/2016	08/05/2016	07/15/2016			34.96	
32463	Misc. Supplies	Open		07/15/2016	08/05/2016	07/15/2016			88.80	
31077	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			19.99	
31276	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			79.20	
31730	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			54.09	
31952	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			31.82	
32481	Gate Hardware	Open		07/21/2016	08/05/2016	07/21/2016			33.48	
32592	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			161.74	
32680	Misc. Supplies	Open		07/25/2016	08/05/2016	07/25/2016			8.86	
32983	Misc. Supplies	Open		07/25/2016	08/05/2016	07/25/2016			20.46	
							Vendor <b>2810 - Menards</b> Totals		Invoices 15	\$1,032.27
Vendor <b>5308 - Midwest Material Management</b>										
MM-59606	chip dump fees	Open		07/16/2016	08/05/2016	07/16/2016			1,363.50	
							Vendor <b>5308 - Midwest Material Management</b> Totals		Invoices 1	\$1,363.50
Vendor <b>2982 - Municipal Fleet Managers Association</b>										
MFMA Mtg-8/2/16	Ford Motor Company Presentation for Bob & Ken	Open		07/13/2016	08/05/2016	07/13/2016			50.00	
							Vendor <b>2982 - Municipal Fleet Managers Association</b> Totals		Invoices 1	\$50.00



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
<b>Vendor 3100 - North Central Laboratories</b>										
375873	Lab supplies for stp	Open		07/22/2016	08/05/2016	07/22/2016			130.31	
							Vendor <b>3100 - North Central Laboratories</b> Totals	Invoices	1	\$130.31
<b>Vendor 5236 - Ozinga Ready Mix Concrete Inc</b>										
741788	concrete picked up	Open		07/16/2016	08/05/2016	07/16/2016			176.00	
							Vendor <b>5236 - Ozinga Ready Mix Concrete Inc</b> Totals	Invoices	1	\$176.00
<b>Vendor 4761 - Pomp's Tire Service Inc</b>										
410388331	Tires for #192	Open		07/15/2016	08/05/2016	07/15/2016			218.26	
410388818	Tires for #184	Open		07/15/2016	08/05/2016	07/15/2016			156.82	
							Vendor <b>4761 - Pomp's Tire Service Inc</b> Totals	Invoices	2	\$375.08
<b>Vendor 3463 - PPG Architectural Finishes</b>										
824402021016	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			31.55	
824402021432	Paint	Open		07/21/2016	08/05/2016	07/21/2016			77.29	
824402021517	Misc. Supplies	Open		07/21/2016	08/05/2016	07/21/2016			101.29	
824402022048	Fortis 350 Flat White Paint	Open		07/21/2016	08/05/2016	07/21/2016			18.64	
824402022059	Fortis 350 Flat White Paint (4)	Open		07/21/2016	08/05/2016	07/21/2016			74.56	
							Vendor <b>3463 - PPG Architectural Finishes</b> Totals	Invoices	5	\$303.33
<b>Vendor 4932 - Prime Construction Inc</b>										
P16-106	R & R curb and asphalt (County Farm Rd.)	Open		07/25/2016	08/05/2016	07/25/2016			18,000.00	
							Vendor <b>4932 - Prime Construction Inc</b> Totals	Invoices	1	\$18,000.00
<b>Vendor 206 - Republic Services #933</b>										
0551-012696763	Basic Service SSA #4 7/1/16 - 7/31/16	Open		07/13/2016	08/05/2016	07/13/2016			1,390.00	
0551-012701679	Yardwaste Stickers - 349001-351000	Open		07/13/2016	08/05/2016	07/13/2016			5,100.00	
							Vendor <b>206 - Republic Services #933</b> Totals	Invoices	2	\$6,490.00
<b>Vendor 3680 - Ricoh USA Inc</b>										
5043117056	Copy Charge for Black & Color Copies	Open		07/13/2016	08/05/2016	07/13/2016			265.33	
							Vendor <b>3680 - Ricoh USA Inc</b> Totals	Invoices	1	\$265.33
<b>Vendor 3752 - Rubino Engineering Inc</b>										
2877	Asphalt Testing for Celebrity Circle	Open		07/13/2016	08/05/2016	07/13/2016			2,208.00	
							Vendor <b>3752 - Rubino Engineering Inc</b> Totals	Invoices	1	\$2,208.00



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>4953 - SiteOne Landscape Supply LLC</b>									
76585176	plants	Open		07/16/2016	08/05/2016	07/16/2016			158.17
	Vendor <b>4953 - SiteOne Landscape Supply LLC</b> Totals						Invoices	1	<u>\$158.17</u>
Vendor <b>4078 - Standard Equipment Co</b>									
C14117	jetter part	Open		07/16/2016	08/05/2016	07/16/2016			132.17
C14834	Hopper Door Seal	Open		07/21/2016	08/05/2016	07/21/2016			44.81
	Vendor <b>4078 - Standard Equipment Co</b> Totals						Invoices	2	<u>\$176.98</u>
Vendor <b>4122 - Strand Associates Inc</b>									
0121474	SCADA Computer Replacement for The month of June,2016	Open		07/19/2016	08/05/2016	07/19/2016			1,260.00
	Vendor <b>4122 - Strand Associates Inc</b> Totals						Invoices	1	<u>\$1,260.00</u>
Vendor <b>5302 - Trotter &amp; Associates Inc</b>									
12436	sludge building permit fees	Open		07/12/2016	08/05/2016	07/12/2016			894.99
	Vendor <b>5302 - Trotter &amp; Associates Inc</b> Totals						Invoices	1	<u>\$894.99</u>
Vendor <b>5706 - U.S. Upfitters/Inlad Truck &amp; Van Equipment Company</b>									
57654	Tool Box	Open		07/15/2016	08/05/2016	07/15/2016			476.00
	Vendor <b>5706 - U.S. Upfitters/Inlad Truck &amp; Van Equipment Company</b> Totals						Invoices	1	<u>\$476.00</u>
Vendor <b>4543 - Warehouse Direct</b>									
3128732-0	Office Supplies	Open		07/25/2016	08/05/2016	07/25/2016			14.89
	Vendor <b>4543 - Warehouse Direct</b> Totals						Invoices	1	<u>\$14.89</u>
Vendor <b>4848 - Water Services Co</b>									
24984	test and certify RPZ's	Open		07/18/2016	08/05/2016	07/18/2016			540.00
	Vendor <b>4848 - Water Services Co</b> Totals						Invoices	1	<u>\$540.00</u>
Vendor <b>5320 - Wilson Landscape Supply</b>									
0238644-IN	mulch	Open		07/16/2016	08/05/2016	07/16/2016			204.05
	Vendor <b>5320 - Wilson Landscape Supply</b> Totals						Invoices	1	<u>\$204.05</u>
Vendor <b>4636 - Wilson Nurseries Inc</b>									
0294550-IN	Plants	Open		07/16/2016	08/05/2016	07/16/2016			139.50
	Vendor <b>4636 - Wilson Nurseries Inc</b> Totals						Invoices	1	<u>\$139.50</u>
	Sub-Department <b>PW Admin.Check Request PW Administration,Check Request</b> Totals						Invoices	78	<u>\$72,758.25</u>
	Department <b>PW Admin - PW Administration</b> Totals						Invoices	79	<u>\$633,328.09</u>



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<b>PW Admin PW Administration</b>									
Department	<b>PW Engineering - PW Engineering</b>								
Vendor	<b>1366 - Elmund &amp; Nelson Co</b>								
16006051	Streetlight Maintenance - June	Open		07/22/2016	08/05/2016	07/22/2016			1,822.05
				Vendor <b>1366 - Elmund &amp; Nelson Co</b> Totals			Invoices	1	<u>\$1,822.05</u>
				Department <b>PW Engineering - PW Engineering</b> Totals			Invoices	1	<u>\$1,822.05</u>
<b>PW Engineering PW Engineering</b>									
Department	<b>PW MWRD Fields - PW MWRD Fields</b>								
Vendor	<b>5686 - Davis Athletic Equipment Company</b>								
16-7009	Hanover Park Little League	Open		07/22/2016	08/05/2016	07/22/2016			615.00
				Vendor <b>5686 - Davis Athletic Equipment Company</b> Totals			Invoices	1	<u>\$615.00</u>
				Department <b>PW MWRD Fields - PW MWRD Fields</b> Totals			Invoices	1	<u>\$615.00</u>
<b>PW MWRD Fields PW MWRD Fields</b>									
Department	<b>PW Streets - PW Streets</b>								
Vendor	<b>4850 - Autumn Landscaping</b>								
4651	block wall repair	Open		07/16/2016	08/05/2016	07/16/2016			18,000.00
				Vendor <b>4850 - Autumn Landscaping</b> Totals			Invoices	1	<u>\$18,000.00</u>
Vendor	<b>5167 - Classic Landscape Ltd</b>								
105543	monthly lawn maintenance contract	Open		07/16/2016	08/05/2016	07/16/2016			3,873.75
105544	monthly mowing contract	Open		07/16/2016	08/05/2016	07/16/2016			4,143.75
				Vendor <b>5167 - Classic Landscape Ltd</b> Totals			Invoices	2	<u>\$8,017.50</u>
Vendor	<b>924 - Clauss Brothers Inc</b>								
24827	monthly lawn maintenance contract	Open		07/16/2016	08/05/2016	07/16/2016			3,917.50
				Vendor <b>924 - Clauss Brothers Inc</b> Totals			Invoices	1	<u>\$3,917.50</u>
Vendor	<b>5600 - Copenhagen Construction</b>								
1	storm sewer improvement	Open		07/19/2016	08/05/2016	07/19/2016			35,391.00
				Vendor <b>5600 - Copenhagen Construction</b> Totals			Invoices	1	<u>\$35,391.00</u>
Vendor	<b>5515 - Elmhurst-Chicago Stone Co.</b>								
505767	concrete delivered	Open		07/16/2016	08/05/2016	07/16/2016			439.00
				Vendor <b>5515 - Elmhurst-Chicago Stone Co.</b> Totals			Invoices	1	<u>\$439.00</u>



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<b>Vendor 4862 - Plote Construction Inc</b>									
201202	cold mix asphalt picked up	Open		07/19/2016	08/05/2016	07/19/2016			1,419.60
201440	asphalt materials	Open		07/25/2016	08/05/2016	07/25/2016			461.44
Vendor <b>4862 - Plote Construction Inc</b> Totals							Invoices	2	\$1,881.04
<b>Vendor 3872 - Sebert Landscaping</b>									
133450	monthly lawn maintenance contract	Open		07/16/2016	08/05/2016	07/16/2016			2,375.00
Vendor <b>3872 - Sebert Landscaping</b> Totals							Invoices	1	\$2,375.00
<b>Vendor 4343 - Trugreen Processing Center</b>									
49936986	tree care	Open		07/16/2016	08/05/2016	07/16/2016			466.00
Vendor <b>4343 - Trugreen Processing Center</b> Totals							Invoices	1	\$466.00
Department <b>PW Streets - PW Streets</b> Totals							Invoices	10	\$70,487.04
<b>PW Streets PW Streets</b>									
<b>Department Sewage Maint - Sewage Maintenance</b>									
<b>Vendor 4772 - RJN Group Inc</b>									
632016	Profesional Engineering services for 2016 Flow Monitoring	Open		07/25/2016	08/05/2016	07/25/2016			17,100.00
762016	Engineering Services 2016 Flow monitoring	Open		07/25/2016	08/05/2016	07/25/2016			16,800.00
Vendor <b>4772 - RJN Group Inc</b> Totals							Invoices	2	\$33,900.00
Department <b>Sewage Maint - Sewage Maintenance</b> Totals							Invoices	2	\$33,900.00
<b>Sewage Maint Sewage Maintenance</b>									
<b>Department Sewage Trtmnt - Sewage Treatment</b>									
<b>Vendor 127 - Aecom Technical Services Inc</b>									
37775981	Industrial zinc program June 4th through July 8, 2016	Open		07/18/2016	08/05/2016	07/18/2016			1,936.00
Vendor <b>127 - Aecom Technical Services Inc</b> Totals							Invoices	1	\$1,936.00
<b>Vendor 5202 - Certified Balance &amp; Scale Corp</b>									
22407	Replaced ment DO meter and lab balance	Open		07/19/2016	08/05/2016	07/19/2016			5,244.35
Vendor <b>5202 - Certified Balance &amp; Scale Corp</b> Totals							Invoices	1	\$5,244.35
<b>Vendor 1134 - Darling International Inc</b>									
063016	Westview lift station vactoring April1,2016 thru June 30,2016	Open		07/15/2016	08/05/2016	07/15/2016			1,527.50
Vendor <b>1134 - Darling International Inc</b> Totals							Invoices	1	\$1,527.50



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Vendor <b>2458 - Lan Electric</b>										
49-16	stp electrical repairs on VFD & sludge pump #3	Open		07/15/2016	08/05/2016	07/15/2016			1,722.84	
							Vendor <b>2458 - Lan Electric</b> Totals	Invoices	1	\$1,722.84
Vendor <b>2876 - Midwest Power Vac Inc</b>										
214835	vactoring at stp and westview & Plumtree lift stations.	Open		07/22/2016	08/05/2016	07/22/2016			2,007.38	
							Vendor <b>2876 - Midwest Power Vac Inc</b> Totals	Invoices	1	\$2,007.38
Vendor <b>4147 - Suburban Laboratories Inc</b>										
136139	July DMR testing	Open		07/14/2016	08/05/2016	07/14/2016			64.00	
							Vendor <b>4147 - Suburban Laboratories Inc</b> Totals	Invoices	1	\$64.00
							Department <b>Sewage Trtmnt - Sewage Treatment</b> Totals	Invoices	6	\$12,502.07
<b>Sewage Trtmnt Sewage Treatment</b>										
Department <b>Water Maint - Water Maintenance</b>										
Vendor <b>2404 - Koz Trucking Inc</b>										
8450	Topsoil	Open		07/25/2016	08/05/2016	07/25/2016			1,138.50	
							Vendor <b>2404 - Koz Trucking Inc</b> Totals	Invoices	1	\$1,138.50
							Department <b>Water Maint - Water Maintenance</b> Totals	Invoices	1	\$1,138.50
<b>Water Maint Water Maintenance</b>										
Department <b>Water Treatment - Water Treatment</b>										
Vendor <b>883 - Cintas Corp</b>										
5005554655	36 Unit First Aide Kit	Open		07/21/2016	08/05/2016	07/21/2016			149.49	
							Vendor <b>883 - Cintas Corp</b> Totals	Invoices	1	\$149.49
							Department <b>Water Treatment - Water Treatment</b> Totals	Invoices	1	\$149.49
<b>Water Treatment Water Treatment</b>										
							Grand Totals	Invoices	231	\$816,624.68



# Paid In Advance

Payment Date Range 07/12/16 - 07/28/16

Report By Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4849 - Bank of New York - JAWA 7/6/16-JAWA	6/16 JAWA Payment	Paid by EFT #2329		07/18/2016	07/18/2016	07/18/2016		07/18/2016	430,862.00
		Vendor 4849 - Bank of New York - JAWA Totals				Invoices	1		<u>\$430,862.00</u>
Vendor 4777 - Illinois Department Of Revenue 2016-00000377	Illinois Tax W/H - July 15, 2016	Paid by EFT #27333		07/15/2016	07/15/2016	07/15/2016		07/15/2016	21,691.23
		Vendor 4777 - Illinois Department Of Revenue Totals				Invoices	1		<u>\$21,691.23</u>
Vendor 4818 - Illinois Funds - Fire Pension Fund 2016-00000377	Fire Pension W/H - July 15, 2016	Paid by EFT #27334		07/15/2016	07/15/2016	07/15/2016		07/15/2016	11,165.15
		Vendor 4818 - Illinois Funds - Fire Pension Fund Totals				Invoices	1		<u>\$11,165.15</u>
Vendor 4817 - Illinois Funds - Police Pension Fund 2016-00000379	Police Pension W/H - July 15, 2016	Paid by EFT #27335		07/15/2016	07/15/2016	07/15/2016		07/15/2016	19,368.72
		Vendor 4817 - Illinois Funds - Police Pension Fund Totals				Invoices	1		<u>\$19,368.72</u>
Vendor 4741 - Internal Revenue Service 2016-00000380	Federal W/H Tax - July 15, 2016	Paid by EFT #27336		07/15/2016	07/15/2016	07/15/2016		07/15/2016	173,314.29
		Vendor 4741 - Internal Revenue Service Totals				Invoices	1		<u>\$173,314.29</u>
Vendor 4742 - State Disbursement Fund 2016-00000381	PR Maintenance W/H - July 15,	Paid by EFT #27337		07/15/2016	07/15/2016	07/15/2016		07/15/2016	2,516.03
		Vendor 4742 - State Disbursement Fund Totals				Invoices	1		<u>\$2,516.03</u>
Vendor 4819 - Vantagepoint Transfer Agents-301208 2016-00000382	ICMA Contributions - July 15, 2016	Paid by EFT #27338		07/15/2016	07/15/2016	07/15/2016		07/15/2016	19,747.23
		Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals				Invoices	1		<u>\$19,747.23</u>
		Grand Totals				Invoices	7		<u><u>\$678,664.65</u></u>



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 5704 - AC (Albert H Cohen) Software Inc 17079131	Beam Load Bearing Software	Paid by EFT #2260		06/30/2016	06/30/2016	06/30/2016		07/25/2016	157.00
		Vendor 5704 - AC (Albert H Cohen) Software Inc Totals				Invoices	1		<u>\$157.00</u>
Vendor 5000 - Airport BP 8822173	ILEAS Conference Gas	Paid by EFT #2326		06/30/2016	06/30/2016	06/30/2016		07/25/2016	26.99
		Vendor 5000 - Airport BP Totals				Invoices	1		<u>\$26.99</u>
Vendor 5052 - American Airlines/AMR Corporation ADBBFA	Airfare - Trustee Porter	Paid by EFT #2302		06/30/2016	06/30/2016	06/30/2016		07/25/2016	388.20
		Vendor 5052 - American Airlines/AMR Corporation Totals				Invoices	1		<u>\$388.20</u>
Vendor 316 - APWA - Chicago Metro Chapter 1540566675019884	Snow & Ice Leadership Conference - Paid by EFT #2272			06/30/2016	06/30/2016	06/30/2016		07/25/2016	85.00
		Vendor 316 - APWA - Chicago Metro Chapter Totals				Invoices	1		<u>\$85.00</u>
Vendor 731 - Caputo's 2203506	Meeting Supplies	Paid by EFT #2313		06/30/2016	06/30/2016	06/30/2016		07/25/2016	8.58
		Vendor 731 - Caputo's Totals				Invoices	1		<u>\$8.58</u>
Vendor 4790 - CDW Government									
CKV0363	Toner	Paid by EFT #2249		06/30/2016	06/30/2016	06/30/2016		07/25/2016	53.43
DGP0780	Toner	Paid by EFT #2235		06/30/2016	06/30/2016	06/30/2016		07/25/2016	87.10
DGV4084	Toner	Paid by EFT #2236		06/30/2016	06/30/2016	06/30/2016		07/25/2016	214.82
DGW6468	Dell Chromebox	Paid by EFT #2237		06/30/2016	06/30/2016	06/30/2016		07/25/2016	319.98
DGZ0751	Toner	Paid by EFT #2238		06/30/2016	06/30/2016	06/30/2016		07/25/2016	493.01
DJB7499	Toner	Paid by EFT #2241		06/30/2016	06/30/2016	06/30/2016		07/25/2016	50.97
DJJ4559	Epson Printer	Paid by EFT #2243		06/30/2016	06/30/2016	06/30/2016		07/25/2016	574.99
DJJ6177	Toner	Paid by EFT #2242		06/30/2016	06/30/2016	06/30/2016		07/25/2016	14.99
DJX7974	Toner	Paid by EFT #2244		06/30/2016	06/30/2016	06/30/2016		07/25/2016	33.98
DKC9013	Toner	Paid by EFT #2245		06/30/2016	06/30/2016	06/30/2016		07/25/2016	67.96
DKG4298	Toner	Paid by EFT #2246		06/30/2016	06/30/2016	06/30/2016		07/25/2016	16.99
DKN5322	Android Tablet	Paid by EFT #2248		06/30/2016	06/30/2016	06/30/2016		07/25/2016	554.98



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice  
Summary Listing

Item ID	Description	Payment Method	Invoice Date	Invoice Due Date	Invoice Date	Invoice Due Date	Invoice Date	Invoice Due Date	Amount
DLD5160	Toner	Paid by EFT #2250	06/30/2016	06/30/2016	06/30/2016		07/25/2016		232.61
DLN9420	Toner	Paid by EFT #2251	06/30/2016	06/30/2016	06/30/2016		07/25/2016		17.81
DLQ4080	24" Black LED	Paid by EFT #2252	06/30/2016	06/30/2016	06/30/2016		07/25/2016		719.98
DLV2914	Toner	Paid by EFT #2253	06/30/2016	06/30/2016	06/30/2016		07/25/2016		482.12
DMP3096	Service Agreement	Paid by EFT #2256	06/30/2016	06/30/2016	06/30/2016		07/25/2016		164.99
GZNB816 - 2	Replacement Projector Bulb	Paid by EFT #2257	06/30/2016	06/30/2016	06/30/2016		07/25/2016		432.62
Vendor 4790 - CDW Government Totals							Invoices	18	\$4,533.33
Vendor 885 - Circle K									
52677034	ILEAS Conference Gas	Paid by EFT #2325	06/30/2016	06/30/2016	06/30/2016		07/25/2016		33.64
Vendor 885 - Circle K Totals							Invoices	1	\$33.64
Vendor 972 - Comcast									
0260025 - 6	STP1 Comcast - JUNE/2016	Paid by EFT #2247	06/30/2016	06/30/2016	06/30/2016		07/25/2016		104.85
0262294 - 6	PD Comcast - JUNE/2016	Paid by EFT #2233	06/30/2016	06/30/2016	06/30/2016		07/25/2016		407.85
0269620 - 6	Barrington Road Sign - JUNE/2016	Paid by EFT #2254	06/30/2016	06/30/2016	06/30/2016		07/25/2016		102.85
43194330	Internet Fiber Point-to-Point -	Paid by EFT #2240	06/30/2016	06/30/2016	06/30/2016		07/25/2016		3,246.07
Vendor 972 - Comcast Totals							Invoices	4	\$3,861.62
Vendor 5705 - Compulabel.com									
81551629	Sticker_Labels for Do Not Occupy	Paid by EFT #2259	06/30/2016	06/30/2016	06/30/2016		07/25/2016		27.55
Vendor 5705 - Compulabel.com Totals							Invoices	1	\$27.55
Vendor 5355 - Culver's of Lincoln									
1667821	ILEAS Conference Meal	Paid by EFT #2319	06/30/2016	06/30/2016	06/30/2016		07/25/2016		10.18
1667826	ILEAS Conference Meal	Paid by EFT #2323	06/30/2016	06/30/2016	06/30/2016		07/25/2016		8.63
Vendor 5355 - Culver's of Lincoln Totals							Invoices	2	\$18.81
Vendor 5720 - Darcy's									
2979592	ILEAS Conference Meal	Paid by EFT #2321	06/30/2016	06/30/2016	06/30/2016		07/25/2016		22.14



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**June 2016 P-Cards**  
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 Report By Vendor - Invoice  
 Summary Listing

Vendor 5215 - Davis & Stanton							
32342	Uniform Ribbons	Paid by EFT #2312	06/30/2016	06/30/2016	06/30/2016	07/25/2016	118.00
Vendor 5215 - Davis & Stanton Totals						Invoices	1
							\$118.00
Vendor 1173 - Dell Marketing L.P.							
1021645481867.1	Workstations	Paid by EFT #2232	06/30/2016	06/30/2016	06/30/2016	07/25/2016	945.16
1021645481867.2	Desktops	Paid by EFT #2234	06/30/2016	06/30/2016	06/30/2016	07/25/2016	7,156.72
989018912	SCADA Computers	Paid by EFT #2239	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,774.20
Vendor 1173 - Dell Marketing L.P. Totals						Invoices	3
							\$9,876.08
Vendor 5004 - Facebook							
Q9WKZ9ALQ2	Ad	Paid by EFT #2316	06/30/2016	06/30/2016	06/30/2016	07/25/2016	75.00
Vendor 5004 - Facebook Totals						Invoices	1
							\$75.00
Vendor 1499 - Fitch & Associates							
Pinnacle 2016	Pinnacle 2016 Registration - AC Fors	Paid by EFT #2258	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,155.00
Vendor 1499 - Fitch & Associates Totals						Invoices	1
							\$1,155.00
Vendor 1664 - Gmis-II							
300003632	GMIS Renewal	Paid by EFT #2255	06/30/2016	06/30/2016	06/30/2016	07/25/2016	250.00
Vendor 1664 - Gmis-II Totals						Invoices	1
							\$250.00
Vendor 5713 - Golden Corridor Family YMCA							
1100-062216	Golf Outing - Craig	Paid by EFT #2299	06/30/2016	06/30/2016	06/30/2016	07/25/2016	150.00
Vendor 5713 - Golden Corridor Family YMCA Totals						Invoices	1
							\$150.00
Vendor 1685 - Grainger							
1265100951	Chart Recorder and Drill Bit Set	Paid by EFT #2280	06/30/2016	06/30/2016	06/30/2016	07/25/2016	303.45
Vendor 1685 - Grainger Totals						Invoices	1
							\$303.45



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice  
Summary Listing

Vendor 5709 - Gray Manufacturing Co									
830413	Transmission Jack	Paid by EFT #2274	06/30/2016	06/30/2016	06/30/2016	07/25/2016		1,517.00	
Vendor 5709 - Gray Manufacturing Co Totals							Invoices	1	<u>\$1,517.00</u>
Vendor 5719 - Holiday Inn Express & Suites - Springfield									
2708	ILEAS Conference Hotel	Paid by EFT #2322	06/30/2016	06/30/2016	06/30/2016	07/25/2016		156.80	
64605211	ILEAS Conference Hotel	Paid by EFT #2327	06/30/2016	06/30/2016	06/30/2016	07/25/2016		156.80	
Vendor 5719 - Holiday Inn Express & Suites - Springfield Totals							Invoices	2	<u>\$313.60</u>
Vendor 2024 - IGFOA									
173085233	IGFOA Seminar-Clarke	Paid by EFT #2267	06/30/2016	06/30/2016	06/30/2016	07/25/2016		35.00	
Vendor 2024 - IGFOA Totals							Invoices	1	<u>\$35.00</u>
Vendor 2034 - IL City/County Management Assn									
2016summerconf	ILCMA WCMA 2016 Summer	Paid by EFT #2309	06/30/2016	06/30/2016	06/30/2016	07/25/2016		315.00	
Vendor 2034 - IL City/County Management Assn Totals							Invoices	1	<u>\$315.00</u>
Vendor 2069 - IL Tollway									
IPASS062016	IPASS Replenish	Paid by EFT #2276	06/30/2016	06/30/2016	06/30/2016	07/25/2016		40.00	
Vendor 2069 - IL Tollway Totals							Invoices	1	<u>\$40.00</u>
Vendor 5710 - Interbank-Exchange, LLC									
10541	Payment Box	Paid by EFT #2285	06/30/2016	06/30/2016	06/30/2016	07/25/2016		2,400.90	
Vendor 5710 - Interbank-Exchange, LLC Totals							Invoices	1	<u>\$2,400.90</u>
Vendor 2114 - International Assoc Of Women In Fire & Emerg Serv									
4416	FT FF Reruitment	Paid by EFT #2307	06/30/2016	06/30/2016	06/30/2016	07/25/2016		125.00	
Vendor 2114 - International Assoc Of Women In Fire & Emerg Serv Totals							Invoices	1	<u>\$125.00</u>



June 2016 P-Cards  
 G/L Date Range 06/01/16 - 06/30/16  
 Report By Vendor - Invoice  
 Summary Listing

Vendor 4961 - International Municipal Lawyers Association								
18292280	IMLA Annual Conference	Paid by EFT #2297	06/30/2016	06/30/2016	06/30/2016	07/25/2016	525.00	
Vendor 4961 - International Municipal Lawyers Association Totals						Invoices	1	<u>\$525.00</u>
Vendor 5715 - JW Marriott Indianapolis								
21049-1100	Hotel Fees - Craig (USCM)	Paid by EFT #2303	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,105.65	
Vendor 5715 - JW Marriott Indianapolis Totals						Invoices	1	<u>\$1,105.65</u>
Vendor 2568 - Loopnet Inc								
26180974	Loopnet	Paid by EFT #2264	06/30/2016	06/30/2016	06/30/2016	07/25/2016	84.80	
Vendor 2568 - Loopnet Inc Totals						Invoices	1	<u>\$84.80</u>
Vendor 5711 - Lutron								
177389	Lighting System Repairs in PD	Paid by EFT #2286	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,037.50	
Vendor 5711 - Lutron Totals						Invoices	1	<u>\$1,037.50</u>
Vendor 5717 - Malcolm S Gerald & Associates Inc								
13514059	employee physical	Paid by EFT #2310	06/30/2016	06/30/2016	06/30/2016	07/25/2016	28.00	
Vendor 5717 - Malcolm S Gerald & Associates Inc Totals						Invoices	1	<u>\$28.00</u>
Vendor 2656 - Management Association								
5442	training finding the right fit scott	Paid by EFT #2306	06/30/2016	06/30/2016	06/30/2016	07/25/2016	295.00	
5444	training job descriptions scott	Paid by EFT #2305	06/30/2016	06/30/2016	06/30/2016	07/25/2016	195.00	
Vendor 2656 - Management Association Totals						Invoices	2	<u>\$490.00</u>
Vendor 4858 - McMaster-Carr								
65283723	Plastic Sheeting for Pretreatment	Paid by EFT #2278	06/30/2016	06/30/2016	06/30/2016	07/25/2016	329.72	
65789992	Plastic Sheeting for Pretreatment	Paid by EFT #2279	06/30/2016	06/30/2016	06/30/2016	07/25/2016	169.23	
Vendor 4858 - McMaster-Carr Totals						Invoices	2	<u>\$498.95</u>



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice  
Summary Listing

Vendor 2810 - Menards

095458	Gift Baskets for NWMC & DMMC	Paid by EFT #2300	06/30/2016	06/30/2016	06/30/2016	07/25/2016	199.70
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Vendor 2810 - Menards Totals	Invoices	1	<hr/>	\$199.70
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Vendor 2943 - Moretti's

058783	Staff Lunch Mtg.	Paid by EFT #2330	06/30/2016	06/30/2016	06/30/2016	07/25/2016	32.23
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26	Engineers First Day Lunch	Paid by EFT #2268	06/30/2016	06/30/2016	06/30/2016	07/25/2016	50.02
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Vendor 2943 - Moretti's Totals	Invoices	2	<hr/>	\$82.25
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Vendor 5716 - National Minority Update

7432116	FT FF Recruitment	Paid by EFT #2308	06/30/2016	06/30/2016	06/30/2016	07/25/2016	195.00
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Vendor 5716 - National Minority Update Totals	Invoices	1	<hr/>	\$195.00
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Vendor 5330 - Neenah Foundry Company

171939	Sewer Frames and Grates	Paid by EFT #2269	06/30/2016	06/30/2016	06/30/2016	07/25/2016	4,801.74
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172059	Sewer Grate	Paid by EFT #2271	06/30/2016	06/30/2016	06/30/2016	07/25/2016	350.00
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172190	Sewer Grate	Paid by EFT #2270	06/30/2016	06/30/2016	06/30/2016	07/25/2016	287.00
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Vendor 5330 - Neenah Foundry Company Totals	Invoices	3	<hr/>	\$5,438.74
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Vendor 5722 - OEMPCWorld.com

708207	USB Drives	Paid by EFT #2311	06/30/2016	06/30/2016	06/30/2016	07/25/2016	29.10
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Vendor 5722 - OEMPCWorld.com Totals	Invoices	1	<hr/>	\$29.10
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Vendor 5718 - Pasta Mia

58735	Budget Planning Meeting	Paid by EFT #2317	06/30/2016	06/30/2016	06/30/2016	07/25/2016	148.50
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Vendor 5718 - Pasta Mia Totals	Invoices	1	<hr/>	\$148.50
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June 2016 P-Cards  
 G/L Date Range 06/01/16 - 06/30/16  
 Report By Vendor - Invoice  
 Summary Listing

Vendor 5690 - Pegasus Restaurant & Taverna								
12059647	Microsoft Demo Lunch	Paid by EFT #2262	06/30/2016	06/30/2016	06/30/2016	07/25/2016		83.80
		Vendor 5690 - Pegasus Restaurant & Taverna Totals				Invoices	1	\$83.80
Vendor 5708 - Rental Max								
171621-7	Trash Pump Rental	Paid by EFT #2273	06/30/2016	06/30/2016	06/30/2016	07/25/2016		269.99
		Vendor 5708 - Rental Max Totals				Invoices	1	\$269.99
Vendor 4962 - Rosati's Pizza								
C61416	CONECT Monthly Luncheon	Paid by EFT #2266	06/30/2016	06/30/2016	06/30/2016	07/25/2016		64.13
		Vendor 4962 - Rosati's Pizza Totals				Invoices	1	\$64.13
Vendor 3806 - Sam's Club								
006638	CONECT Monthly Luncheon	Paid by EFT #2265	06/30/2016	06/30/2016	06/30/2016	07/25/2016		21.92
9180	Evidence, Meeting & Coffee Supplies	Paid by EFT #2314	06/30/2016	06/30/2016	06/30/2016	07/25/2016		61.47
		Vendor 3806 - Sam's Club Totals				Invoices	2	\$83.39
Vendor 5366 - Schaumburg Business Association								
952950	Registration Fee - Rod Craig	Paid by EFT #2296	06/30/2016	06/30/2016	06/30/2016	07/25/2016		35.00
		Vendor 5366 - Schaumburg Business Association Totals				Invoices	1	\$35.00
Vendor 5721 - Sgt Peppers Cafe								
37	ILEAS Conference Meal	Paid by EFT #2320	06/30/2016	06/30/2016	06/30/2016	07/25/2016		16.97
39781	ILEAS Conference Meal	Paid by EFT #2324	06/30/2016	06/30/2016	06/30/2016	07/25/2016		15.39
		Vendor 5721 - Sgt Peppers Cafe Totals				Invoices	2	\$32.36
Vendor 3982 - Sister Cities International								
FMN45DMQTNF	Registration Fee - Porter	Paid by EFT #2304	06/30/2016	06/30/2016	06/30/2016	07/25/2016		475.00
		Vendor 3982 - Sister Cities International Totals				Invoices	1	\$475.00



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice  
Summary Listing

Vendor 4040 - Southwest Airlines								
9T7Z0W	Airfare for NWS Conference	Paid by EFT #2261	06/30/2016	06/30/2016	06/30/2016		07/25/2016	405.96
		Vendor 4040 - Southwest Airlines Totals				Invoices	1	<u>\$405.96</u>
Vendor 5714 - Spangler Candy.com								
100074220	Parade Candy	Paid by EFT #2301	06/30/2016	06/30/2016	06/30/2016		07/25/2016	1,348.00
		Vendor 5714 - Spangler Candy.com Totals				Invoices	1	<u>\$1,348.00</u>
Vendor 5433 - Sta-Kleen Inc								
105477	Clean Hood and Stove Fire Station 1	Paid by EFT #2287	06/30/2016	06/30/2016	06/30/2016		07/25/2016	850.00
		Vendor 5433 - Sta-Kleen Inc Totals				Invoices	1	<u>\$850.00</u>
Vendor 4172 - Survey Monkey.Com LLC								
26836764B	Survey Monkey Subscription	Paid by EFT #2318	06/30/2016	06/30/2016	06/30/2016		07/25/2016	26.00
		Vendor 4172 - Survey Monkey.Com LLC Totals				Invoices	1	<u>\$26.00</u>
Vendor 5616 - The Abbey Resort								
1108LN	ICMA Hotel Fees - Maller	Paid by EFT #2331	06/30/2016	06/30/2016	06/30/2016		07/25/2016	551.98
		Vendor 5616 - The Abbey Resort Totals				Invoices	1	<u>\$551.98</u>
Vendor 4279 - Tony's Finer Foods								
097236	Food for Board Meeting	Paid by EFT #2298	06/30/2016	06/30/2016	06/30/2016		07/25/2016	7.78
		Vendor 4279 - Tony's Finer Foods Totals				Invoices	1	<u>\$7.78</u>
Vendor 5703 - Toronto Cab Services								
3592958	Cab Fare (5/25/16) - GFOA	Paid by EFT #2231	06/30/2016	06/30/2016	06/30/2016		07/25/2016	62.41
		Vendor 5703 - Toronto Cab Services Totals				Invoices	1	<u>\$62.41</u>
Vendor 5224 - Tri-Dim Filter Corp								
1738851-1	Filters	Paid by EFT #2292	06/30/2016	06/30/2016	06/30/2016		07/25/2016	88.20
1738851-2	Filters	Paid by EFT #2291	06/30/2016	06/30/2016	06/30/2016		07/25/2016	83.80



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 Report By Vendor - Invoice  
 Summary Listing

1738851-3	Filters	Paid by EFT #2293	06/30/2016	06/30/2016	06/30/2016	07/25/2016	362.55	
1738851-4	Filters	Paid by EFT #2294	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,640.40	
1738851-5	Filters	Paid by EFT #2295	06/30/2016	06/30/2016	06/30/2016	07/25/2016	2,787.88	
Vendor 5224 - Tri-Dim Filter Corp Totals						Invoices	5	\$4,962.83
Vendor 4353 - Tyco Integrated Security LLC								
26503101	Security - Butler Building	Paid by EFT #2290	06/30/2016	06/30/2016	06/30/2016	07/25/2016	200.00	
26667986	Quarterly Billing - Security - Village	Paid by EFT #2288	06/30/2016	06/30/2016	06/30/2016	07/25/2016	150.00	
26667996	Annual Charge - Security - Fire	Paid by EFT #2289	06/30/2016	06/30/2016	06/30/2016	07/25/2016	156.48	
Vendor 4353 - Tyco Integrated Security LLC Totals						Invoices	3	\$506.48
Vendor 5507 - Tyler Technologies								
66312	NWS Conference	Paid by EFT #2263	06/30/2016	06/30/2016	06/30/2016	07/25/2016	1,395.00	
Vendor 5507 - Tyler Technologies Totals						Invoices	1	\$1,395.00
Vendor 4999 - United Airlines								
0162497176287	Transportation to New Orleans -	Paid by EFT #2284	06/30/2016	06/30/2016	06/30/2016	07/25/2016	261.20	
United148024	Airline Booking Fee	Paid by EFT #2282	06/30/2016	06/30/2016	06/30/2016	07/25/2016	25.00	
United983084	Transporation to New Orleans -	Paid by EFT #2283	06/30/2016	06/30/2016	06/30/2016	07/25/2016	261.20	
Vendor 4999 - United Airlines Totals						Invoices	3	\$547.40
Vendor 5707 - Village of Oak Park								
60235	Parking Meter	Paid by EFT #2328	06/30/2016	06/30/2016	06/30/2016	07/25/2016	.75	
Vendor 5707 - Village of Oak Park Totals						Invoices	1	\$0.75
Vendor 4535 - Walmart								
616600745747	Prisoner Meals & Evidence Supplies	Paid by EFT #2315	06/30/2016	06/30/2016	06/30/2016	07/25/2016	37.68	
Vendor 4535 - Walmart Totals						Invoices	1	\$37.68
Vendor 4553 - Water Environment Federation								
5734	WEFTEC Conference New Orleans -	Paid by EFT #2281	06/30/2016	06/30/2016	06/30/2016	07/25/2016	725.00	
Vendor 4553 - Water Environment Federation Totals						Invoices	1	\$725.00



# June 2016 P-Cards

G/L Date Range 06/01/16 - 06/30/16

Report By Vendor - Invoice

Summary Listing

Vendor 4947 - Wholesale Direct

221404	Warning Lights - #127	Paid by EFT #2275	06/30/2016	06/30/2016	06/30/2016	07/25/2016	227.01
221698	Bulbs and Trailer Mount	Paid by EFT #2277	06/30/2016	06/30/2016	06/30/2016	07/25/2016	46.46

Vendor 4947 - Wholesale Direct Totals	Invoices	2	<u>\$273.47</u>
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Grand Totals	Invoices	100	<u><u>\$48,444.49</u></u>
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**Village of Hanover Park**
**AGENDA MEMORANDUM**
**TO: Village President and Board of Trustees**
**FROM:** Juliana A. Maller, Village Manager  
Remy Navarrete, Finance Director

**SUBJECT:** Treasurer's Report – June 2016

**ACTION**
**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 04, 2016

**Executive Summary**

Review of the June, 2016 Treasurer's Report.

**Discussion**

Attached is the June 2016 monthly Treasurer's Report. The report is made up of the following three pages:

- Cash and Investment Report
- Cash and Investment Detail by Institution
- Revenue and Expenditure Report

The first section lists all of the Village's Assets by fund and by type, including cash, investments and other assets. The total of the cash and investments column balances to the second section.

Cash and investment detail by institution is in the second section of the Treasurer's Report. All of the Village's banking institutions are broken out by account number, account type, date opened, maturity date, interest rate and amount.

The revenue and expenditure report is the final section, which is a quick snapshot of the Village's actual versus budget amounts through the month of June. With 50% of the year completed, it gives a brief summary of the total revenues and expenses compared to the total annual budget.

All information included in the report is through the month of June 2016.

**Recommended Action**

For informational purposes only.

**Attachments:** June 2016 Treasurer's Report

Agreement Name: \_\_\_\_\_

<b>Budgeted Item:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	N/A
<b>Budgeted Amount:</b>	\$N/A		
<b>Actual Cost:</b>	\$		
<b>Account Number:</b>			

 Executed By: \_\_\_\_\_ Regular Board Meeting  
August 4, 2016 Pg. 101

Village of Hanover Park  
Cash & Investment Report  
Thursday, June 30, 2016

50% of the Fiscal Year completed  
**General Ledger Balances as of June 30, 2016**

Fund	Balance as of:	Detail of Ending balances		
	6/30/2016	Cash	Investments	6/30/2016
<b>General</b>	15,301,352.06	10,404,820.85	4,896,531.21	\$ 15,301,352.06
<b>MFT</b>	955,450.42	304,633.17	650,817.25	955,450.42
<b>Road and Bridge</b>	1,095,417.23	1,095,417.23		1,095,417.23
<b>SSA # 3</b>	42,802.78	42,802.78		42,802.78
<b>SSA # 4</b>	63,717.73	63,717.73		63,717.73
<b>SSA # 5</b>	400,814.34	400,814.34		400,814.34
<b>SSA # 6</b>	17,899.60	17,899.60		17,899.60
<b>MWRD Fields</b>	667,662.27	667,662.27		667,662.27
<b>State Restricted Funds</b>	275,553.09	275,553.09		275,553.09
<b>Federal Restricted Funds</b>	1,479.00	1,479.00		1,479.00
<b>Foreign Fire Fund</b>	38,478.04	38,478.04		38,478.04
<b>Capital Projects</b>	1,273,508.71	1,273,508.71		1,273,508.71
<b>TIF # 3</b>	4,234,511.65	4,126,667.35	107,844.30	4,234,511.65
<b>TIF # 4</b>	(466.97)	(466.97)		(466.97)
<b>TIF # 5</b>	5,676.53	5,676.53		5,676.53
<b>2011 Debt Service</b>	368,393.93	368,393.93		368,393.93
<b>2010 Debt Service</b>	267,106.75	267,106.75		267,106.75
<b>2010A Debt Service</b>	127,146.19	127,146.19		127,146.19
<b>Water and Sewer</b>	10,365,811.10	10,144,301.29	221,509.81	10,365,811.10
<b>Commuter Lot</b>	602,623.37	602,623.37		602,623.37
<b>Central Equipment</b>	5,200,601.59	4,490,539.19	710,062.40	5,200,601.59
<b>IT Replacement</b>	447,988.28	447,988.28	-	447,988.28
<b>TOTALS:</b>	<b>41,753,527.69</b>	<b>35,166,762.72</b>	<b>6,586,764.97</b>	<b>41,753,527.69</b>
<b>TOTAL CASH &amp; INVESTMENTS</b>		<b>41,753,527.69</b>		

\*Police and Firefighter Pension Funds are not included in this reports. These funds are included in the Quarterly Financial Report

<b>IMET - Balance of restricted funds 1/1/2015</b>		<b>\$ 242,311.98</b>
Monies received of restricted funds	2/6/2015	\$ (4,222.47)
	4/27/2015	\$ (7,831.53)
<b>IMET - Remaining restricted Funds 06/30/2016</b>		<b>\$ 230,257.98</b>

Village of Hanover Park  
 Cash and Investment Detail by Institution 50% of the Fiscal Year completed  
 As of June 30, 2016 **General Ledger Balances as of June 30, 2016**

Banking Institution	Account Type	Account #	Opening Date	Maturity Date	Interest Rate	Balance as of: 6/30/2016
<b>VILLAGE OF HANOVER PARK</b>	Petty Cash					3,100.00
						<b>3,100.00</b>
<b>FIRST EAGLE BANK</b>	Certificate of Deposit	490001	1/23/2015	1/23/2017	0.700%	450,000.00
	Certificate of Deposit	481686	6/21/2016	6/21/2017	0.600%	289,811.53
	Certificate of Deposit	490006	1/23/2015	1/23/2017	0.700%	531,726.59
	Checking Account - Operating	102578301			0.000%	8,979,303.10
						<b>10,250,841.22</b>
<b>FIFTH THIRD BANK</b>	Checking Account - Operating	7236230269			0.000%	7,850,862.87
						<b>7,850,862.87</b>
<b>ILLINOIS FUNDS</b>	Money Market Fund - Epay	0-071-3917-3541			0.010%	400,493.46
	Money Market Fund - General Corp Acct	0-071-3911-9791			0.010%	15,267,638.04
	Money Market Fund - MFT	0-071-3910-9842			0.010%	569,985.42
	Money Market Fund - SSA # 3	0-071-3916-4753			0.010%	35,006.93
	Money Market Fund - SSA # 4	0-071-3916-6458			0.010%	50,147.00
	Money Market Fund - SSA # 5	1-516-0001-1614			0.010%	308,024.09
	Money Market Fund - SSA # 6	1-516-0022-4290			0.010%	1,555.83
	Money Market Fund - Water & Sewer	0-071-3910-2144			0.010%	945,531.59
						<b>17,578,382.36</b>
<b>IMET</b>	Convenience Fund	20137-101			0.210%	20,853.71
	1-3 year Investment Fund	20137-101			0.141%	103,226.38
						<b>124,080.09</b>
<b>HARRIS BANK</b>	Certificate of Deposit	6900226290	5/25/2016	5/25/2017	0.200%	257,022.88
	Certificate of Deposit	2950134659	6/24/2013	6/24/2018	0.850%	288,745.09
	Certificate of Deposit	2950138193	2/5/2015	2/5/2017	0.350%	322,994.28
						<b>868,762.25</b>
<b>HANOVER PARK COMMUNITY BANK WINTRUST</b>	Certificate of Deposit	43466	9/26/2014	9/27/2016	0.350%	261,230.36
	Certificate of Deposit	940000407-1002	3/12/2016	3/12/2017	0.250%	264,685.70
	Certificate of Deposit	940000415-1002	3/12/2016	3/12/2017	0.250%	208,215.01
	Certificate of Deposit	940000504-1001	9/23/2015	9/23/2016	0.250%	251,258.17
						<b>985,389.24</b>
<b>PARKWAY BANK</b>	Certificate of Deposit	7400002156-3629	3/12/2016	3/12/2017	0.500%	119,607.96
	Certificate of Deposit	7400002156-3693	4/17/2015	7/17/2016	1.040%	120,973.58
						<b>240,581.54</b>
<b>PMA FINANCIAL NETWORK</b>	Cash Account - Operating				0.300%	248,036.00
	Certificate of Deposit	206671	2/24/2015	2/24/2017	0.851%	245,800.00
	Certificate of Deposit	206672	2/24/2015	2/24/2017	0.815%	245,900.00
	Certificate of Deposit	206673	2/24/2015	2/24/2017	0.753%	246,200.00
	Certificate of Deposit	206674	2/24/2015	2/24/2017	0.757%	246,200.00
	Certificate of Deposit	206675	2/24/2015	2/24/2017	0.701%	246,500.00
	Certificate of Deposit	34072	3/4/2015	3/6/2017	1.000%	247,754.08
	Certificate of Deposit	34073	3/4/2015	3/6/2017	0.850%	248,000.00
	Certificate of Deposit	36537	11/16/2015	8/23/2016	0.417%	248,339.74
	Certificate of Deposit	217827	11/9/2015	11/8/2016	0.607%	248,400.00
	Certificate of Deposit	224125	5/12/2016	11/8/2016	0.550%	249,300.00
	Certificate of Deposit	224126	5/12/2016	11/8/2016	0.500%	249,300.00
	Certificate of Deposit	224127	5/12/2016	11/8/2016	0.450%	249,400.00
	Certificate of Deposit	224250	5/16/2016	11/8/2016	0.450%	249,400.00
	Certificate of Deposit					<b>3,468,529.82</b>
<b>JP MORGAN CHASE - JAWA DEPOSIT</b>	Savings Account					382,998.30
						<b>382,998.30</b>
<b>Bank of New York</b>	2010 GO Debt Services					-
	2010A Go Debt Services					-
						-
<b>TOTAL CASH &amp; INVESTMENTS</b>						<b>41,753,527.69</b>

Village of Hanover Park  
 Revenue & Expenditure Report  
 Thursday, June 30, 2016

50% of the Fiscal Year completed  
**General Ledger Balances as of June 30, 2016**

Fund	Revenues				Expenditures			
	Budget	Actual	YTD Actual	YTD % of Budget	Budget	Actual	YTD Actual	YTD % of Budget
<b>General</b>	\$32,607,838	\$5,566,528	\$13,608,430	41.73%	\$32,199,242	\$2,941,472	\$14,010,032	43.51%
<b>MFT</b>	\$919,258	\$86,039	\$410,272	44.63%	\$1,753,128	\$326,785	\$699,506	39.90%
<b>Road and Bridge</b>	\$124,150	\$20,122	\$59,155	47.65%	\$388,000	\$20,273	\$55,217	14.23%
<b>SSA # 3</b>	\$15,337	\$15	\$7,393	48.20%	\$18,690	\$2,418	\$9,043	48.38%
<b>SSA # 4</b>	\$18,125	\$19	\$11,875	65.52%	\$29,800	\$1,398	\$12,320	41.34%
<b>SSA # 5</b>	\$235,129	\$77,440	\$77,903	33.13%	\$435,129	\$1,705	\$79,120	18.18%
<b>SSA # 6</b>	\$78,144	\$880	\$40,098	51.31%	\$78,094	\$5,841	\$35,049	44.88%
<b>MWRD Fields</b>	\$121,985	\$5,154	\$60,520	49.61%	\$321,985	\$531	\$44,326	13.77%
<b>State Restricted Funds</b>	\$35,650	\$6,924	\$43,602	122.31%	\$33,600	\$0	\$26,494	78.85%
<b>Federal Restricted Funds</b>	\$0	\$0	\$0	n/a	\$750	\$0	\$0	0.00%
<b>Foreign Fire Fund</b>	\$27,500	\$0	\$0	0.00%	\$20,500	\$0	\$6,203	30.26%
<b>Capital Projects</b>	\$1,273,396	\$106,607	\$640,001	50.26%	\$1,298,396	\$279,926	\$381,516	29.38%
<b>TIF # 3</b>	\$1,663,940	\$123,976	\$835,512	50.21%	\$1,330,000	\$26,139	\$34,723	2.61%
<b>TIF # 4</b>	\$0	\$0	\$0	n/a	\$100,000	\$0	\$0	0.00%
<b>TIF # 5</b>	\$6,600	\$4	\$3,621	54.86%	\$40,000	\$202	\$1,008	2.52%
<b>2011 Debt Service</b>	\$641,912	\$173,221	\$331,574	51.65%	\$642,615	\$0	\$68,406	10.64%
<b>2010 Debt Service</b>	\$790,318	\$190,302	\$443,361	56.10%	\$791,271	\$0	\$243,761	30.81%
<b>2010A Debt Service</b>	\$465,962	\$117,650	\$272,602	58.50%	\$466,965	\$0	\$145,456	31.15%
<b>Water and Sewer</b>	\$12,144,925	\$1,304,490	\$4,317,059	35.55%	\$12,419,590	\$1,088,407	\$4,836,095	38.94%
<b>Commuter Lot</b>	\$375,886	\$27,541	\$359,409	95.62%	\$523,014	\$212,532	\$308,305	58.95%
<b>Central Equipment</b>	\$1,142,138	\$117,722	\$605,504	53.01%	\$2,014,000	\$657,673	\$908,307	45.10%
<b>IT Replacement</b>	\$300,000	\$25,000	\$150,000	50.00%	\$135,000	\$0	\$2,012	0.00%
<b>TOTALS:</b>	<b>\$ 52,988,193</b>	<b>\$ 7,949,633</b>	<b>\$ 22,277,893</b>	<b>42.04%</b>	<b>\$ 55,039,769</b>	<b>\$ 5,565,302</b>	<b>\$ 21,906,898</b>	<b>39.80%</b>

\* Police and Firefighter Pension Funds are not included in this reports. These funds are included in the Quarterly Financial Report



## Village of Hanover Park

## AGENDA MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Juliana A. Maller, Village Manager  
Remy Navarrete, Finance Director

**SUBJECT:** 2<sup>nd</sup> Quarter Fiscal Year 2016 Financial Report Overview/Summary

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** August 04, 2016

### Introduction

The following report highlights the financial position of the Village of Hanover Park for the period beginning January 1, 2016 through June 30, 2016 (**6 months – 50% of year**) with an analysis on actual revenues and expenditures compared to the Village 2016 budget and compared to actual revenues and expenditures from the previous fiscal year 2015.

### Executive Summary

The following tables detail the revenue and expenditures for all the Village funds for the six month period that ended June 30, 2016. The General Fund is further analyzed and detailed on page 4. Water and Sewer Fund analysis is detailed on page 8. Also included is an explanation of why revenues were below expected budget as of June 30, 2016, where applicable.

### All Fund Revenues Summary

- **Motor Fuel Tax** – the Village has collected \$410,272 or 44.63% of the budgeted amount, an increase from last year actual amount of \$366,936. (Source of revenues are the Village portion of State tax on sale of motor fuel). (January 2016 – May 2016 – one (1) month lag in collecting revenue from State).
- **Road & Bridge** – the Village has collected \$59,155 or 47.65% of the budgeted amount, an increase from last year actual of \$58,941. (Source of revenues are property taxes (Road & Bridges), which are being collected twice a year. For Cook County, every March and August, and for DuPage county, every June and September).

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_ Regular Board Meeting  
August 4, 2016 Pg. 105

- **SSA# 3 (Astor Avenue)** – the Village has collected \$7,393 or 48.20% of the budgeted amount, a decrease from last year actual of \$11,437, due to slight decrease of EAV for 2015 tax levy (collected in FY2016). (Source of revenues are property taxes which being collected twice a year. For Cook County every March and August).
- **SSA# 5 (Greenwood/Tanglewood)** – the Village has collected \$77,903 or 33.13% of the budgeted amount, a decrease from last year's actual of \$112,539, due to significant decrease of EAV for 2015 tax levy (collected in FY2016). (Source of revenues are property taxes which are being collected twice a year. For DuPage County every June and September).
- **MWRD**– the Village has collected \$60,520 or 49.61% of the budgeted amount, an increase from last year's actual of \$57,045. (Source of revenues are video gaming license fees and taxes).
- **Foreign Fire Insurance Tax**– the Village has not collected any of the budgeted amount because the majority of the revenue is the annual state distribution of foreign fire insurance, which is received in one installment later in the year.
- **Police Pension**– collected \$1,791,499 or 47.47% of the budgeted amount, a slight increase from last year's actual of \$1,771,482. The 2<sup>nd</sup> quarter investment earning does not get recorded and entered into the system until July 2016.
- **Fire Pension**– collected \$1,007,654 or 26.70% of the budgeted amount, a slight increase from last year's actual of \$998,534. The 2<sup>nd</sup> quarter investment earning is not recorded and entered into the system until July 2016.

SUMMARY ALL FUNDS REVENUES						
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016						
Fund	FY 2016			FY 2015		
	YTD Budgeted	YTD Actual June (50%)	Percent Collected	YTD Actual June (50%)	Percent Collected	
General Fund	\$ 32,607,838	\$ 13,643,477	41.84%	\$ 12,956,395	40.77%	
Motor Fuel Tax	919,258	410,272	44.63%	366,936	36.58%	
Road & Bridge	124,150	59,155	47.65%	58,941	47.36%	
SSA # 3	15,337	7,393	48.20%	11,437	76.68%	
SSA # 4	18,125	11,875	65.52%	13,761	76.03%	
SSA # 5	235,129	77,903	33.13%	112,539	41.24%	
MWRD Fields	121,985	60,520	49.61%	57,045	92.08%	
State Restricted Funds	35,650	43,602	122.31%	23,081	100.00%	
Federal Restricted Funds	-	-	0.00%	-	0.00%	
Foreign Fire Insurance Tax Fund	27,500	-	0.00%	-	0.00%	
TIF # 3	1,663,940	835,512	50.21%	913,149	63.50%	
TIF # 4	-	0	0.00%	-	0.00%	
TIF # 5	6,600	3,621	54.86%	2,431	55.00%	
2011 GO Debt Service Fund	641,912	331,574	51.65%	343,883	53.16%	
2010 GO Debt Service Fund	790,318	443,361	56.10%	422,720	53.49%	
2010A GO Debt Service Fund	465,962	272,602	58.50%	147,361	33.08%	
SSA # 6	78,144	40,098	51.31%	40,145	52.98%	
Capital Projects	1,273,396	640,001	50.26%	706,787	55.00%	
Water and Sewer Fund	12,144,925	4,317,144	35.55%	5,168,082	43.43%	
Commuter Lot	375,886	359,409	95.62%	256,231	74.80%	
Central Equipment	1,142,138	605,504	53.01%	629,725	51.83%	
IT Equipment Replace. Funds	300,000	150,000	50.00%	150,000	50.00%	
Police Pension	3,773,655	1,791,499	47.47%	1,771,482	48.48%	
Fire Pensions	1,852,595	1,007,654	26.70%	998,534	27.33%	

### All Fund Expenditures Summary

Below is an explanation on why expenditures were above and/or below appropriated budget as of June 30, 2016.

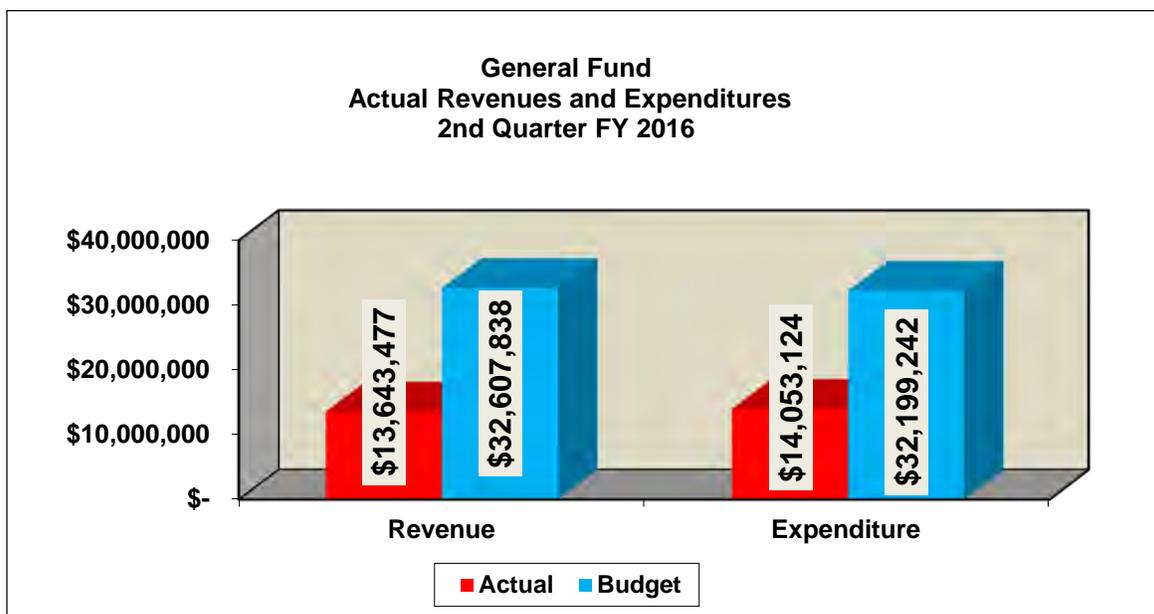
- **Road & Bridge** – this fund has expended only 14.23% of its budget due to scheduled projects that will occur later in the year (Arlington Rd Bridge and Bike Path Plan).
- **SSA# 5 (Greenwood Tanglewood)** – this fund has expended only 15.98% of its budget due to scheduled projects that will occur later in the year (Drainage improvement).
- **MWRD** – this fund has expended only 13.77% of its budget due to scheduled projects yet to be completed (Electronic sign, bleachers and fencing of the fields).
- **State Restricted Fund** – this fund has expended 78.85% of its budget, a 28.85% over-budget as of June 2016. The over-budget is due to expenses needed related to training. (Expenses related to Drug Forfeitures).
- **Federal Restricted Fund** – this fund has not expended any of its budget. Most of the budgeted amounts related to drug seizure expenses. (Expenses related Drug Seizures).

- **TIF# 3** – this fund has expended only 2.61% of its budget due to redevelopment payments. These are based on Property taxes paid which will occur later in the year. Also majority of the budgeted amounts are related to any new development within the TIF# 3 area. (Expenses related to Redevelopment Agreement and Future Businesses moving in).
- **TIF# 4** – this fund has not expended any of its budget. Most of the budgeted amounts are related to any new development within the TIF# 4 area. (Expenses related to Future Businesses moving in).
- **TIF# 5** – this fund has expended only 2.52% of its budget for legal services. Most of the budgeted amounts are related to any new development within the TIF# 5 area. (Expenses related to Future Businesses moving in).
- **2011 GO Debt Service** – this fund has expended only 10.64% of the budget due to the 2011 GO Debt principal payment being paid in December.
- **IT Equipment Replacement Fund** – this fund has expended only 1.49% of the budget due to scheduled replacements which will occur later in the year.
- **Police Pension** – this fund has expended 52.78% of its budget, slightly over-budget by 2.78%. Some expenses are paid once a year. An example of this would be the IDOI (Illinois Department of Insurance; Fiduciary liability Insurance).
- **Fire Pension** – this fund has expended 50.12% of its budget, slightly over-budget by .12%. Some expenses are paid once a year. An example of this would be the IDOI (Illinois Department of Insurance; Fiduciary liability Insurance).

SUMMARY ALL FUNDS EXPENDITURES							
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016							
Fund	FY 2016					FY 2015	
	Original Budget	Budget Amendments	Revise Budget	YTD Actual	Percent Used (50%)	YTD Actual	Percent Used (50%)
General Fund	32,199,242	32,910	32,232,152	14,053,124	43.60%	14,863,643	46.91%
Motor Fuel Tax	1,753,128		1,753,128	699,506	39.90%	233,839	12.87%
Road & Bridge	388,000		388,000	55,217	14.23%	29,070	7.96%
SSA # 3	18,690		18,690	9,043	48.38%	11,543	58.25%
SSA # 4	29,800		29,800	12,320	41.34%	13,467	58.55%
SSA # 5	435,129	60,000	495,129	79,120	15.98%	62,652	22.97%
MWRD Fields	321,985		321,985	44,326	13.77%	13,514	14.00%
State Restricted Funds	33,600		33,600	26,494	78.85%	11,653	37.77%
Federal Restricted Funds	750		750	-	0.00%	-	0.00%
Foreign Fire Insurance Tax Fund	20,500		20,500	6,203	30.26%	2,850	7.81%
TIF # 3	1,330,000		1,330,000	34,723	2.61%	272,089	9.67%
TIF # 4	100,000		100,000	-	0.00%	179	0.22%
TIF # 5	40,000		40,000	1,008	2.52%	-	0.00%
2011 GO Debt Service Fund	642,615		642,615	68,406	10.64%	73,406	11.33%
2010 GO Debt Service Fund	791,271		791,271	243,761	30.81%	248,676	31.43%
2010A GO Debt Service Fund	466,965		466,965	145,456	31.15%	148,759	33.36%
SSA # 6	78,094		78,094	35,047	44.88%	7,661	16.03%
Capital Projects	1,298,396		1,298,396	387,036	29.81%	442,507	34.43%
Water and Sewer Fund	12,419,590		12,419,590	4,837,495	38.95%	4,467,857	35.15%
Commuter Lot	523,014		523,014	315,145	60.26%	142,278	36.54%
Central Equipment	2,014,000	893,000	2,907,000	908,307	31.25%	277,427	17.21%
IT Equipment Replace. Funds	135,000		135,000	2,012	1.49%	-	0.00%
Police Pension	2,094,640		2,094,640	1,105,485	52.78%	1,000,532	51.72%
Fire Pensions	1,070,272		1,070,272	536,395	50.12%	510,360	50.70%

**General Fund** – as of June 30, 2016, or six months into the fiscal year, the Village's General Fund actual revenues of \$13,643,477 were \$409,647 lower than actual expenditures of \$14,053,124. The budget to actual comparison indicates that revenues collected are 41.84% of budgeted revenues, while actual expenditures are 43.60% of budgeted expenditures. An explanation for major revenue sources will be found on the following pages.

### General Fund Highlights



### General Fund Revenues

**Property Taxes** – the Village has collected \$5,987,968 or 51.60% of the budgeted General Fund property taxes, an increase from last year's actual amount of \$5,773,004. We have collected the first installment of our 2015 tax levy (Cook and DuPage).

#### Utility Taxes:

- **Telecommunication Tax** – the Village has collected \$179,687 of the budgeted amount, a decrease from last year's actual amount of \$192,988. The account continues to decrease due to consumers changing to data plans for cell service, which are not taxable. (*January - March 2016 liability*). There is a three month lag in collecting this tax.
- **Electric Tax** – the Village has collected \$383,490 of the budgeted amount, a decrease from last year's actual amount of \$410,498. Taxes are generated based on actual usage and largely dependent on fluctuation in temperatures and population (*January - May liability*). One month lag in collecting.

- **Natural Gas Tax** – the Village has collected \$136,000 of the budgeted amount, a decrease from last year’s actual amount of \$155,010. Similar to Electric Tax, taxes are generated based on actual usage and largely dependent on fluctuation in temperature season (January - May liability). One month lag in collecting.

**General Sales and Use Taxes** - receipts for January - March 2016 sales (reported for the month of retail sale, as reported by the Illinois Department of Revenue. Collection by the Village is expected on a three-month lag).

- **Basic Sales Tax** – the Village has collected \$1,239,262 of the budgeted amount, a decrease from last year’s actual amount of \$1,373,982. This revenue is based on the dollar amount of purchased tangible merchandise within the Village. (January - March liability). Three (3) month lag in collecting revenues from IDR.
- **Municipal Automobile Renting Tax** – the Village has collected \$3,447 of the budgeted amount, a decrease from last year’s actual amount of \$3,544. This revenue is based on the dollar amount of taxes on the rental price of automobiles rented under lease terms of one year or less. (January - March liability). Three (3) month lag in collecting revenues from IDR.
- **Home Rule Sales Tax** – the Village has collected \$790,666 of the budgeted amount, a decrease from last year’s actual amount of \$886,637. This tax is not assessed on food, prescription medication, and registered/titled property purchases (i.e. vehicle). It is often less than the local share of the basic sales tax. (*January - March liability*). Three (3) month lag in collecting revenues from IDR.
- **Use Tax** – the Village has collected \$205,983 of the budgeted amount, an increase from last year’s actual amount of \$174,006. This tax is based on purchases made outside one’s state of residence on taxable items that will be used, stored or consumed in one’s state of residence and on which no tax was collected in the state of purchase. (*January - March liability*). Three (3) month lag in collecting revenues from IDR.
- **Hotel and Motel Tax** - the Village has collected \$17,339 of the budgeted amount, an increase from last year’s actual amount of \$16,111. This revenue is based on the dollar amount of taxes upon the use and privilege of renting, leasing or letting of rooms in the hotel or motel at a rate of 3% of the gross receipts. (*January - May liability*). One month lag in collecting.

**Food and Beverage Tax** – the Village has collected \$443,734 of the budgeted amount, an increase from last year’s actual amount of \$438,268. This is an imposed tax of 3% upon the purchase of alcoholic liquor, food and beverage at any retail food facility within the Village. (*January - May liability*). One month lag in collecting.

**Real Estate Transfer Tax** – the Village has collected \$260,972 of the budgeted amount, an increase from last year’s actual amount of \$120,667. This is an imposed tax of \$1.50 for each \$500 on the transfer of title to real estate property located in the Village as evidenced by the recordation of a deed.

**State Income Tax** – the Village has collected \$1,908,005 of the budgeted amount, an increase from last year’s actual amount of \$1,383,629. The Village receives a portion of State Income Tax receipts on a per-capita basis (population). (*January - May warrant*). One month lag in collecting.

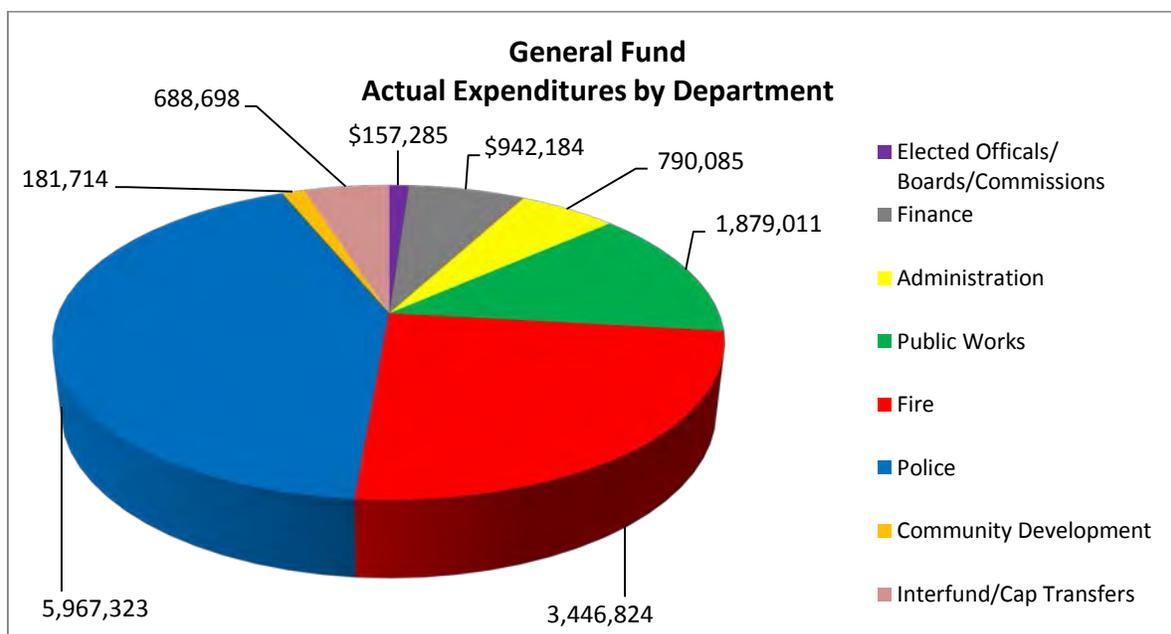
GENERAL FUND					
REVENUES BY CATEGORY					
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016					
Category	FY 2016			FY 2015	
	YTD Budgeted	YTD Actual June (50%)	Percent Collected	YTD Actual June (50%)	Percent Collected
Property Taxes	\$11,603,891	\$5,987,968	51.60%	\$5,773,004	49.57%
Utility Taxes	1,587,420	699,177	44.04%	758,496	43.41%
General Sales and Use Taxes	10,099,000	2,256,697	22.35%	2,454,280	26.03%
Food & Beverage	1,140,000	443,734	38.92%	438,268	38.44%
Real Estate Transfer Tax	265,000	260,972	98.48%	120,667	42.34%
Licenses	365,875	220,904	60.38%	187,621	51.69%
Permits	401,000	134,112	33.44%	235,199	99.50%
Fees	1,814,186	777,852	42.88%	748,543	38.92%
Personal Property	92,500	49,968	54.02%	59,650	64.24%
Income Tax	3,750,000	1,908,005	50.88%	1,383,629	37.91%
Fines	525,600	304,414	57.92%	270,082	45.06%
Investment Revenue	51,670	22,712	43.96%	23,725	47.29%
Miscellaneous Revenue	841,602	541,915	64.39%	387,101	100.63%
Interfund Transfers In	70,094	35,047	50.00%	116,131	50.00%
<b>Total</b>	<b>\$32,607,838</b>	<b>\$13,643,477</b>	<b>41.84%</b>	<b>\$12,956,395</b>	<b>40.77%</b>

## General Fund Expenditures

General Fund expenditures are budgeted at \$32,232,152 for the entire fiscal year. The actual expenditures through June 2016 are \$14,053,124 or 43.60% of the budgeted amount. Last year actual expenditures through June 2015 were \$14,863,643 or 46.91% of the budget.

As of June 30, 2016, or six months into the fiscal year, all Village departments are below or very near the expected spending level of 50%. Finance is above the spending level of 53.23% due to invoice of IRMA Insurance Liability for FY2016 coverage which is due the beginning of the year (January 2016).

GENERAL FUND							
EXPENDITURES BY DEPARTMENT							
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016							
Departments	FY 2016					FY 2015	
	Original Budget	Budget Amendments	Revised Budget	YTD Actual	Percent Used (50%)	YTD Actual	Percent Used (50%)
Elected Officials/ Boards/Commissions	\$329,245	-	\$329,245	\$157,285	47.77%	\$135,053	42.75%
Finance	1,737,102	32,910	1,770,012	\$942,184	53.23%	680,619	43.35%
Administration	1,846,363	-	1,846,363	790,085	42.79%	848,775	51.23%
Public Works	4,334,328	-	4,334,328	1,879,011	43.35%	1,856,415	43.16%
Fire	6,944,797	-	6,944,797	3,446,824	49.63%	3,223,957	46.76%
Police	12,872,663	-	12,872,663	5,967,323	46.36%	6,099,994	47.30%
Community Development	2,757,348	-	2,757,348	181,714	6.59%	1,205,576	48.88%
Interfund/Cap Transfers	1,377,396	-	1,377,396	688,698	50.00%	813,255	51.31%
<b>Total</b>	<b>\$32,199,242</b>	<b>\$32,910</b>	<b>\$32,232,152</b>	<b>\$14,053,124</b>	<b>43.60%</b>	<b>\$14,863,643</b>	<b>46.91%</b>



## Water and Sewer Fund Highlights

The Water and Sewer Fund has a total revenue budget of \$12,144,925, of which \$4,317,145 or 35.55% has been collected. Compare to last year's actual revenue collected of \$5,168,082 or 43.43% of budget amount for June 2015.

WATER AND SEWER FUND					
REVENUES BY CATEGORY					
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016					
Category	FY 2016			FY 2015	
	YTD Budgeted	YTD Actual June (50%)	Percent Collected	YTD Actual June (50%)	Percent Collected
Licenses Penalties & Permits	\$ 199,540	\$141,591	70.96%	\$96,840	49.15%
Infrastructure Fees	1,540,000	509,105	33.06%	589,502	#DIV/0!
Water Sales	7,274,207	2,402,060	33.02%	2,539,116	29.17%
Sewer Sales	2,729,307	1,012,816	37.11%	1,816,460	64.89%
Tap on Fees	30,851	-	0.00%	1,188	8.37%
Water Meters	3,350	1,368	40.84%	819	68.23%
Interest/Investments	7,000	2,428	34.69%	(1,759)	-20.22%
Leachate Treatment	285,000	244,036	85.63%	104,180	98.94%
Other Revenues	75,670	3,741	4.94%	21,736	31.57%
<b>Total</b>	<b>\$12,144,925</b>	<b>\$4,317,145</b>	<b>35.55%</b>	<b>\$5,168,082</b>	<b>43.43%</b>

**Water and Sewer Fund** - the Village's water customer base includes approximately 11,000 accounts billed every other month. The consumption of water is reported by actual meter reading on the property.

**Water Sales** - the Village has collected \$2,402,060 or 33.02% of budgeted amount, a decrease from last year's actual amount of \$2,539,116 of budget amount.

**Sewer Sales** - the Village has collected \$1,012,816 or 37.11% of budgeted amount, a decrease from last year's actual amount of \$1,816,460 of budget amount. The Sewer consumption is assumed to be the same as water consumption billing wise.

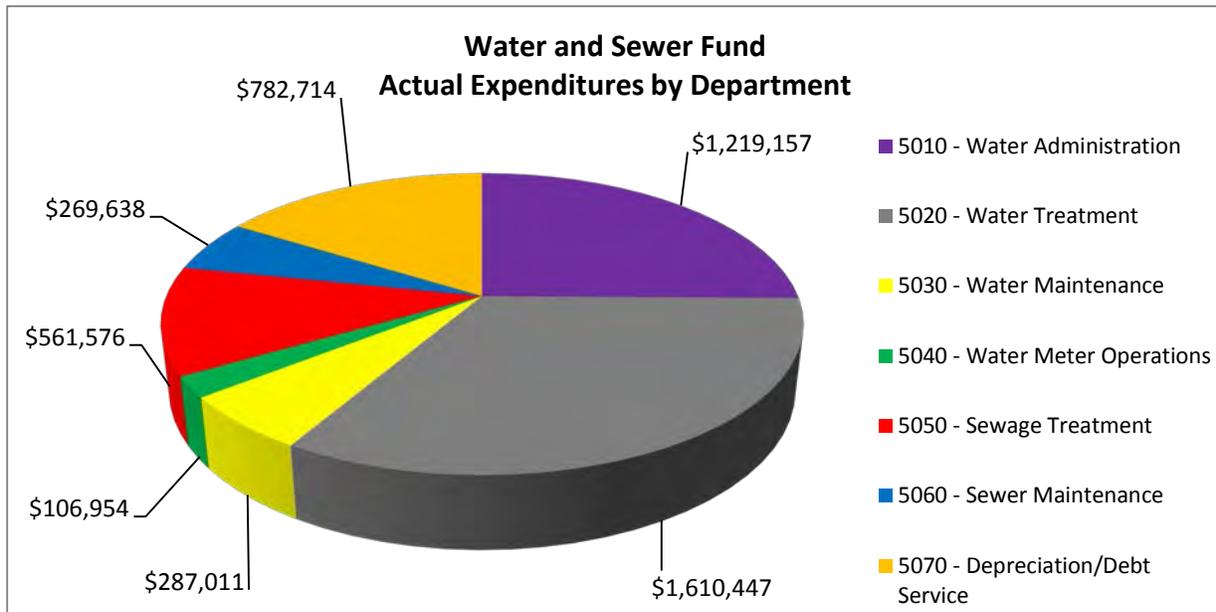
**Leachate Treatment** – the Village has collected \$244,036 or 85.63% of budgeted amount, an increase from last year's actual amount of \$104,180 of budget amount. This revenue is an intergovernmental agreement with Forest Preserve District to transport leachate (landfill) to Hanover Park Sewage Treatment Plant.

### Water and Sewer Fund Expenditures

Water and Sewer Fund actual expenditures through June 2016 total \$4,837,495 of \$12,419,590 or 38.95% of the total budget, compared to \$4,467,857 for the same six month period last year.

As of June 30, 2016, or six months into the fiscal year, all water and sewer departments are below or very near the expected spending level of 50%. Water Administration (5010) is above the spending level of 53.45% due to invoice of IRMA Insurance Liability for FY2016 coverage which is due the beginning of the year (January 2016).

WATER AND SEWER FUND							
EXPENDITURES BY DIVISION							
For 2nd Quarter of Fiscal Year 2016 Ending June 30, 2016							
Departments	FY 2016					FY 2015	
	Original Budget	Budget Amendments	Revise Budget	YTD Actual	Percent Used (50%)	YTD Actual	Percent Used (50%)
5010 - Water Administration	\$2,281,053	-	\$2,281,053	\$1,219,157	53.45%	\$814,668	32.97%
5020 - Water Treatment	3,573,499	-	3,573,499	1,610,447	45.07%	1,742,427	44.68%
5030 - Water Maintenance	938,444	-	938,444	287,011	30.58%	285,237	24.51%
5040 - Water Meter Operations	243,674	-	243,674	106,954	43.89%	108,739	45.28%
5050 - Sewage Treatment	2,074,891	-	2,074,891	561,576	27.07%	524,888	34.57%
5060 - Sewer Maintenance	1,115,365	-	1,115,365	269,638	24.17%	295,355	25.79%
5070 - Depreciation/Debt Service	2,192,664	-	2,192,664	782,714	35.70%	696,544	30.68%
<b>Total</b>	<b>\$12,419,590</b>	<b>-</b>	<b>12,419,590</b>	<b>4,837,495</b>	<b>38.95%</b>	<b>4,467,857</b>	<b>35.15%</b>



**Village of Hanover Park****AGENDA MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Juliana Maller, Village Manager

**SUBJECT:** Executive Session

**MEETING DATE:** August 4, 2016 – Executive Session

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**Executive Summary**

An Executive Session has been scheduled for August 4, 2016.

**Discussion**

The Executive Session will take place following the regular Village Board meeting. The following items will be discussed:

- Section 2(c)(11) – Probable Litigation (900 Irving Park Road)
- Section 2(c)(11) – Pending Litigation (Hanover Square)
- Section 2(c)(5) – Purchase of Real Property for Use of the Village

**Recommended Action**

Motion to move to Executive Session.