



# 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 SEPÚLVEDA

**TRUSTEES**  
WILLIAM CANNON  
JAMES KEMPER  
JON KUNKEL  
HERB PORTER  
RICK ROBERTS  
SHARMIN SHAHJAHAN

**VILLAGE MANAGER**  
JULIANA A. MALLER

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR MEETING

Hanover Park Village Hall, 2121 Lake Street, Room 214

Thursday, February 16, 2017  
7:00 p.m.

### AGENDA

1. **CALL TO ORDER – ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **ACCEPTANCE OF AGENDA**

4. **PRESENTATIONS**

- a. Presentation – GIS Consortium

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 to approve 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 **Move to approve the Minutes of the Special Board Workshop meeting of February**  
(C.A.) **2, 2017.**

- 6-A.2** Move to approve the Minutes of the Regular Board meeting of February 2, 2017.  
**(C.A.)**
- 6-A.3** Move to pass an ordinance amending Sections 10-4, 10-5, 10-7, 10-9, 10-11, 10-19, 10-30, and adding a new section 10-7.5 to Chapter 10, Alcoholic Beverages, of the Municipal Code of Hanover Park, Illinois, as amended.  
**(C.A.)**
- 6-A.4** Motion to consent to the change of Gayle Peneschi’s membership status from a regular member to an auxiliary member on the Cultural Inclusion and Diversity Committee.  
**(C.A.)**
- 6-A.5** Move to pass a Resolution approving a consignment auction agreement between the Village of Hanover Park, Illinois and Auctions by Jennifer, Inc.  
**(C.A.)**
- 6-A.6** Motion to authorize approval of a purchase order to Smith & Loveless for the grit clarifier suction pipe replacement in an amount not to exceed \$19,742 and authorize the Village Manager to execute the necessary documents.  
**(C.A.)**
- 6-A.7** Move to pass a Resolution approving a membership agreement for geographic information system consortium and a GIS consortium service provider contract between the Village of Hanover Park, Illinois, and other units of local government as to the membership agreement and municipal GIS Partners, Inc., as to the provider contract.
- 6-A.8** Motion to waive competitive bidding and accept the quotation from Water Resources for the purchase and change out of 30 large water meters in commercial and apartment buildings throughout the Village in an amount not to exceed \$24,750 and authorize the Village Manager to execute the necessary documents. *A two-thirds vote of the Village Board is required.*
- 6-A.9** Move to approve Warrant 2/16/2017 in the amount of \$375,883.08.
- 6-A.10** Move to approve Warrant Paid in Advance (1/27/2017-2/09/2017) in the amount of \$663,001.40.
- 7. VILLAGE MANAGER’S REPORT – JULIANA MALLER**
- 8. VILLAGE CLERK’S REPORT – EIRA L. CORRAL SEPÚLVEDA**

- 9. CORPORATION COUNSEL’S REPORT – BERNARD Z. PAUL**
- 10. VILLAGE TRUSTEES REPORTS**
  - 10-A. BILL CANNON**
  - 10-B. RICK ROBERTS**
  - 10-C. HERB PORTER**
  - 10-D. JAMES KEMPER**
  - 10-E. JON KUNKEL**
  - 10-F. SHARMIN SHAHJAHAN**
- 11. EXECUTIVE SESSION – None Scheduled**
- 12. ADJOURNMENT**



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SHARMIN SHAHJAHAN  
**VILLAGE MANAGER**  
JULIANA A. MALLER

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR WORKSHOP MEETING Municipal Building: 2121 W. Lake Street Hanover Park, IL 60133

Thursday, February 2, 2017  
6:00 p.m.

### MINUTES

**1. CALL TO ORDER-ROLL CALL**

Mayor Craig called the meeting to order at 6:04 p.m.

Roll Call:

PRESENT Trustees: Porter, Shahjahan, Kunkel, Kemper, Roberts

ABSENT Trustee(s): Cannon

Quorum established.

ALSO PRESENT Village Manager Maller, Village Attorney Paul and Department Heads

**2. ACCEPTANCE OF AGENDA**

Motion by Trustee Kemper and seconded by Trustee Kunkel to accept the agenda.

Voice Vote: All Ayes.

**3. Discussion Item(s)**

- a. Communications Plan

Deputy Assistant Manager, Webb, provided summary of the communications plan proposed for the Village.

Questions fielded and answered.

**4. ADJOURNMENT**

Motion by Trustee Porter, seconded by Trustee Roberts, to adjourn meeting.

Voice Vote: All Ayes

Motion Passed: Meeting adjourned at 6:43 p.m.

Recorded and Transcribed by: Eira L. Corral Sepúlveda, Village Clerk

Minutes approved by President and Board of Trustees on this: 16th day of February, 2017.



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**PRESIDENT**  
RODNEY S. CRAIG 6-A.2

**VILLAGE CLERK**  
EIRA CORRAL SEPULVEDA

**TRUSTEES**  
WILLIAM CANNON  
JAMES KEMPER  
JON KUNKEL  
HERB PORTER  
RICK ROBERTS  
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**VILLAGE MANAGER**  
JULIANA A. MALLER

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR MEETING

2121 Lake Street, Room 214, Hanover Park, IL 60133

Thursday, February 2, 2017  
7:00 p.m.

### MINUTES

#### 1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 7:06 p.m.

Roll Call:

PRESENT: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon

ABSENT: Trustee(s): None

ALSO PRESENT: 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 Roberts and seconded by Trustee Kunkel to accept the agenda.

Roll Call:

AYES: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon

NAYS: Trustees: None

ABSENT: Trustee: None

ABSTAIN: Trustee: None

Motion passes.

#### 4. PRESENTATIONS

- Presentation – Northwest Mosquito Abatement District, provided by Mr. Irwin.
- Proclamation – African American History Month, It was noted that the Proclamation will be presented by President Craig at the Black History Celebration event on February 18, 2017 at the Poplar Library.

**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.

None.

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

Village President Craig spoke to his visit to Springfield and effort to speak with legislators regarding the Fire Bill and to his attendance at the Washington, D.C., Conference of Mayors. He stated that he hopes this year the legislators will join, in mutual agreement, to find resolve to the challenges facing the State.

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

No discussion.

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon
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 (C.A.)** Move to approve the Minutes of the Regular Board meeting of January 19, 2017.
- 6-A.2 (C.A.)** Move to approve a purchase order to Illinois Pump for an amount not to exceed \$30,000 for miscellaneous repair work at the Sewage Treatment Plant and collection system Lift Stations and authorize the Village Manager to execute the necessary documents.
- 6-A.3 (C.A.)** Move to authorize the issuance of a standing purchase order to Classic Landscape Ltd. of West Chicago in an amount not to exceed \$64,140 for Turf and Landscape Maintenance at various locations throughout the Village and authorize the Village Manager to execute the necessary documents.
- 6-A.4 (C.A.)** Move to approve a blanket purchase order to Ray O'Herron, Inc., in the amount \$44,200 for the purchase of Police Department Uniforms.
- 6-A.5 (C.A.)** Move to pass an Ordinance granting a special use for a commercial school at 1300 Greenbrook Boulevard, Ste. 102, Hanover Park, Illinois.
- 6-A.6** Motion by Trustee Cannon and seconded by Trustee Porter to waive competitive bidding and authorize the purchase of new in-car video cameras for six squad cars from L3 Mobile Vision, Inc., in the amount of \$29,259.20. *A 2/3 vote of the corporate authority is required.*

No questions.

Roll Call:  
 AYES: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon  
 NAYS: Trustees: None  
 ABSENT: Trustee: None  
 ABSTAIN: Trustee: None

Motion passes.

- 6-A.7** Motion by Trustee Kemper, and seconded by Trustee Roberts to approve Warrant 2/02/2017 in the amount of \$343,449.77.

No discussion.

Roll Call:  
 AYES: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon  
 NAYS: Trustees: None  
 ABSENT: Trustee: None  
 ABSTAIN: Trustee: None

Motion passes.

- 6-A.8** Motion by Trustee Kemper and seconded by Trustee Kunkel to approve Warrant Paid in Advance (1/13/17-1/26/2017) in the amount of \$643,816.91.

No discussion.

Roll Call:  
 AYES: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon  
 NAYS: Trustees: None  
 ABSENT: Trustee: None  
 ABSTAIN: Trustee: None

Motion passes.

- 6-A.9** Motion by Trustee Porter and seconded by Trustee Kemper to approve December 2016 P-Cards in the amount of \$28,528.95.

No discussion.

Roll Call:  
 AYES: Trustees: Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon  
 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 SEPÚLVEDA**

No report.

**9. CORPORATION COUNSEL'S REPORT**

No report.

**10. VILLAGE TRUSTEES REPORTS**

**10-A. RICK ROBERTS**

No report.

**10-B. HERB PORTER**

Trustee Porter spoke to the recent Special Events Committee meeting and thanked the attendees from PD, Administration, Trustee Shahjahan and committee members. He spoke to their support and combined efforts in the planning of the expanded COPS Day event and to working with other committees in concerted efforts moving forward. Trustee Porter noted that the event will include additional entertainment for the community and stated that the event will be extended by two hours; changing the event length from 5:00 p.m. to 7:00 p.m., to 5:00 p.m. to 9:00 p.m..

Trustee Porter invited all to the Black History Celebration event on February 18, 2017 at the Poplar Creek Library.

**10-C. JAMES KEMPER**

No report.

**10-D. JON KUNKEL**

Trustee Kunkel spoke to a recent NASA finding in connection with a coronal hole in the sun which may disrupt cell phone service in the coming 60 to 90 days. He notes that this disruption is nothing to be concerned with but an event that we should be aware of.

**10-E. SHARMIN SHAHJAHAN**

Trustee Shahjahan thanked Public Works Director Moore and Village Manager Maller for their efforts in the board room remodeling project.

Trustee Shahjahan thanked Police Chief Menough and staff for assisting our PD neighbors in Bloomingdale during the recent tragedy.

Trustee Shahjahan thanked Clerk Corral Sepúlveda for her continued support.

**10-F. BILL CANNON**

No report

**11. EXECUTIVE SESSION**

Motion by Trustee Kemper and seconded by Trustee Porter to hold an Executive Session, per sec. 2 (c)5 Purchase of Real Estate Property and 2 (c) 11 Pending Litigation after the regular board meeting without return.

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Shahjahan, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	None
ABSTAIN:	Trustee:	None

Motion Passes

**12. ADJOURNMENT**

Motion by Trustee Kunkel and seconded by Trustee Cannon to adjourn.

Voice vote.

All Ayes

Motion Passes: Meeting adjourned at 7:41 P.M.

Recorded and Transcribed by: Eira L. Corral Sepúlveda, Village Clerk

Minutes approved by President and Board of Trustees on this: February 16, 2017.



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

**FROM:** Juliana A. Maller, Village Manager  
David Webb, Deputy Village Manager

**SUBJECT: AN ORDINANCE AMENDING SECTIONS 10-4, 10-5, 10-7, 10-9, 10-11, 10-19, 10-30, AND ADDING A NEW SECTION 10-7.5 TO CHAPTER 10, ALCOHOLIC BEVERAGES, OF THE MUNICIPAL CODE OF HANOVER PARK, ILLINOIS**

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

**Executive Summary**

Request for the Village Board to pass an ordinance to amend Chapter 10, Alcoholic Beverages, of the Municipal Code the Village of Hanover Park.

**Discussion**

Deputy Village Manager Webb worked with Liquor Commissioner Mayor Craig, Attorney Paul and Village Clerk Corral-Sepulveda to do a comprehensive review of Chapter 10, Alcoholic Beverages, of the Municipal Code of Hanover Park. The recommended changes to the code, in summary, are as follows:

1. Section 10-4 is amended to reflect that businesses that are renewing their liquor licenses are not subject to have the full liquor license application process on an annual basis.
2. Section 10-5 clarifies that only new applications shall be accompanied by a check in the amount of \$500 and that the application shall be forwarded to the liquor commissioner for acceptance within a 60-day timeframe.
3. Section 10-5 updates the BASSET training language to reflect the requirement that individuals with a BASSET certificate that does not have an expiration date be required to file a new certificate with an expiration date no later than six (6) months following the approval of the certificate without an expiration date.
4. Section 10-7(12), (a) of (4) of Section 10-9, of Chapter 10 as amended, are deleted. This deletes the language that requires a separate beer garden license process and fee. This streamlines the application process to make it less burdensome for a business when

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

Executed By: \_\_\_\_\_ Regular Board Meeting  
February 16, 2017 Pg. 11

applying for a beer garden license. Applicants will now include the beer garden area of their business as part of their application for that area to be licensed. The site documents presented to the Liquor Commissioner during the application and approval process will include this beer garden area.

5. Section 10-7.5 is created and reflects the amended definition and restrictions for beer gardens.

6. Section 10-11 is amended to add the Liquor Commissioner and Village Manager to the notification process.

7. Section 10-19 of Chapter 10, as amended, is deleted. This is an outdated section regarding kegs and does not reflect the practice of the Village for many years.

8. Section 10-30 clarifies the course of action that a business must follow if they are granted a liquor license, but fail to open or cease doing business in Hanover Park.

### **Recommended Action**

Move to pass an ordinance amending Sections 10-4, 10-5, 10-7, 10-9, 10-11, 10-19, 10-30, and adding a new section 10-7.5 to Chapter 10, Alcoholic Beverages, of the Municipal Code of Hanover Park, Illinois, as amended.

**Attachments:** Ordinance

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

**ORDINANCE NO. O-17-**

**AN ORDINANCE AMENDING SECTIONS 10-4, 10-5, 10-7, 10-9, 10-11, 10-19, 10-30, AND ADDING A NEW SECTION 10-7.5 TO CHAPTER 10, ALCOHOLIC BEVERAGES, OF THE MUNICIPAL CODE OF HANOVER PARK, ILLINOIS, AS AMENDED**

**WHEREAS**, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; now, therefore,

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

**SECTION 1:** That the first line of the first paragraph of Section 10-4 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended by deleting the words “including a renewal application” and shall read as follows:

Sec. 10-4.-Application for license.

Applications for a local retail liquor dealer's license shall be made to the local liquor control commissioner, in writing, signed by the applicant if an individual, signed by each individual partner if a partnership, or signed by a duly authorized agent thereof if a club or corporation, verified by oath or affidavit, and shall contain the following statements and information:

\* \* \* \* \*

**SECTION 2:** That (a), (c) and (5) of (d) of Section 10-5 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 10-5.-Processing of applications.

(a) All new applications shall be accompanied by a check in the amount of \$500.00, which check shall represent payment for the public hearing to be held to consider such application and shall not be applied toward the cost of any license, if granted, or be refunded. No application shall be accepted by the village clerk unless in compliance with all requirements of this chapter.

\* \* \* \* \*

(c) Each new application which is in compliance with requirements hereof received by the village clerk shall be forthwith forwarded to the local liquor control commissioner, and the commissioner shall issue a written acceptance or

rejection of such application within 60 days of its receipt by the local liquor control commissioner or by the village clerk on his behalf, providing all information requested by this chapter or by the commissioner has been furnished.

- (d) BASSET training requirements.

\* \* \* \* \*

- (5) A BASSET Certificate shall be considered valid for a period of 36 months after successful completion of the program. Employees are required to attend a state-certified and Police Department-approved BASSET program. A person with a BASSET certificate that does not have an expiration date shall file a new certificate that includes an expiration date no later than six (6) months following the approval of the certificate without an expiration date.

**SECTION 3:** That (12) of Section 10-7, (a) of (4) of Section 10-9, and Section 10-19 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and are hereby deleted.

**SECTION 4:** That Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended by adding a new Section 10-7.5. to read as follows:

Sec. 10-7.5.-Beer gardens.

- a. In addition, license holders of a class A, AA, AAA, E and G license are eligible to have a beer garden at the discretion of the liquor commissioner. It shall be unlawful for any person to keep, maintain, conduct or operate a beer garden without compliance with this chapter and Code.
- b. A "beer garden" shall mean an open, outdoor area with or without a roof where alcoholic beverages are served or consumed.
- c. No beer garden shall be permitted or operated except in conformity with the following regulations:
  1. The beer garden shall be particularly described and approved as to location and construction and be adjacent to and operated as part of the premises licensed to sell such alcoholic beverages for consumption on the adjoining premises.
  2. Beer gardens shall be no greater in area than one-half of the floor space of a licensed premises and shall not be expanded beyond the area approved by the liquor commissioner.

3. The occupancy of beer gardens shall be limited to one person for every ten square feet and shall have the occupancy posted conspicuously within the beer garden.
4. Any part of the beer garden not abutted by a building, shall be enclosed by a barrier surrounding the area, shall comply with all village ordinances, and be approved by inspectional services and the liquor commissioner.
5. Alcoholic beverages shall be sold, served or consumed in the beer garden only in conformance with the hours limitation for the respective class A, AA, AAA, E, or G license held by the beer garden licensee.
6. No beer garden shall be located closer than 100 feet to any residential zone as measured from the boundary line of such residential zone to the beer garden.
7. All servers or sellers of alcoholic liquor in a beer garden shall be at least 21 years of age and be BASSET-trained.
8. No entrance shall be allowed to the beer garden except through the licensed premises unless the following regulations are complied with:
  - i. There shall be a BASSET-trained employee of the Licensee at all times in the beer garden.
  - ii. That employee shall have his or her normal work station near and within sight of the entrance to the beer garden.
  - iii. At that work station, there must be a telephone available for emergency calls.
  - iv. At the entrance, signs must be posted stating that alcoholic beverages must not be removed from the beer garden.
9. Beer gardens shall be adequately lighted for the safety of the customers.
10. No beverages shall be sold or consumed in glass containers except in conjunction with food service in the beer garden.

11. No live music shall be permitted without a live entertainment license; and no music shall be performed, played or provided between 10:00 p.m. and 11:00 a.m. of the following day of any day of the week.
12. The licensee operating a beer garden must comply with all applicable laws and ordinances of the village and state, including but not limited to all zoning regulations contained in the comprehensive zoning ordinance.

**SECTION 5:** That Section 10-11 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

**Sec. 10-11.-Record.**

The village clerk shall keep a complete record of all issued local retail liquor dealer's licenses and shall immediately give written notice to the chief of police, liquor commissioner, and the village manager of the issuance, renewal, revocation or suspension of any such license.

**SECTION 6:** That Section 10-30 of Chapter 10 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

**Sec. 10-30.-Failure to commence business and cessation of business.**

Any licensee granted a new liquor license shall be open for business within ninety (90) days of the granting of the license or shall be subject to have its license declared forfeited and lapsed, unless otherwise approved by the local liquor commissioner. No new licensee who has failed to open for business within said ninety (90) days may be renewed nor have its application for renewal considered, unless otherwise approved by the local liquor commissioner. Any licensee who ceased to do business or who closes his place of business for a period of more than thirty (30) successive days shall be subject to having his license declared forfeited and lapsed by order of the local liquor control commissioner, unless otherwise approved by the local liquor control commissioner.

**SECTION 7:** That each section, paragraph, sentence, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

**SECTION 8:** That except as to the amendments heretofore mentioned, all chapters and sections and sub-sections of the Municipal Code of Hanover Park shall remain in full force and effect.

**SECTION 9:** That this Ordinance shall, by authority of the Village Board of the Village

of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

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

Rodney S. Craig  
Village President

ATTESTED, filed in my office, and published in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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



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

**FROM:** Juliana A. Maller, Village Manager

**SUBJECT:** Change of Cultural Inclusion and Diversity Committee Member Status

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

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**Executive Summary**

At the request of Cultural Inclusion and Diversity Committee member Gayle Peneschi, Mayor Craig has indicated his intention to change her membership status from a regular member to an auxiliary member on the Cultural Inclusion and Diversity Committee.

**Discussion**

On February 2, 2012, Gayle Peneschi of the Hanover Park Community Resource Center (HPCRC) was appointed as an auxiliary member on the Cultural Inclusion and Diversity Committee. On April 3, 2014, she became a regular member. She has now requested to become an auxiliary member again.

Mayor Craig has indicated his intention on changing her status from a regular member to an auxiliary member. Her term will remain the same and is set to expire on April 30, 2019.

**Recommended Action**

Motion to consent to the change of Gayle Peneschi's membership status from a regular member to an auxiliary member on the Cultural Inclusion and Diversity Committee.

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

Executed By: \_\_\_\_\_ Regular Board Meeting  
February 16, 2017 Pg. 18



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

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

**SUBJECT:** Auctions by Jennifer, Inc. Contract for Police Property Disposal

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

**Executive Summary**

Staff requests the Board authorization to enter into a contract with Auctions by Jennifer, Inc. to handle property disposal auction services.

**Discussion**

Since 2009, the Police Department has utilized the auction services of propertyroom.com to handle the disposal of lost, seized, and surplus items of property. Hanover Park had been on a pickup schedule in which items to be auctioned were picked up and subsequently auctioned online, with the net proceeds being sent via check. Propertyroom.com was retaining 50% of the sale price of items under \$1,000, and 25% of the sale price of items over \$1,000. Historically, the vast majority of items sold were valued below \$1,000. The Police Department has received notice that propertyroom.com will no longer pick up items, which would necessitate us shipping the items out of state at our cost. Especially with larger items such as bicycles, this is neither feasible nor cost effective.

Staff conducted research into available alternatives and has identified Auctions by Jennifer, Inc., located in Carol Stream. Auctions by Jennifer is utilized by several area police agencies, including the Addison, Bloomingdale, Burr Ridge, Carol Stream, LaGrange, and Lombard Police Departments, as well as the McHenry County Sheriff's Office, DuPage County Forest Preserve, and DuPage County Public Administrator's Offices. All agencies were contacted and provided positive feedback on Auctions by Jennifer. Auctions by Jennifer would handle pickup, preparation, and sale of the items at auction. Auctions are held on-site at the Carol Stream facility several times per week, with items available for viewing online. Additionally, potential buyers may place absentee bids on items in upcoming auctions. Items that do not sell can be listed in future auctions. Auctions by Jennifer collects a flat 25% of the sale price of the items, with the remainder of the proceeds sent to the agency via check within one week of payment. There are no

Agreement Name: Consignment Auction Agreement

Executed By: Village Manager

Regular Board Meeting  
February 16, 2017 Pg. 19

additional charges assessed – all costs associated with the pickup and preparation of items are covered in the flat 25% of sale price fee. Should we opt to deliver items ourselves, the fee would be 20%. However, with larger items such as bicycles, additional costs may be incurred related to deliveries, including staff time.

Based on research and the Police Department's needs, Auctions by Jennifer, Inc., will provide the best service, pricing and most efficient option. Given the reasonable percentage charged by Auctions by Jennifer and the fact that zero staff time will be needed to prepare or ship any items, staff recommends working with Auctions by Jennifer, Inc. to handle the Village's property disposal.

### **Recommended Action**

Move to pass a Resolution approving a consignment auction agreement between the Village of Hanover Park, Illinois and Auctions by Jennifer, Inc.

**Attachments:**        Resolution  
                                 Consignment Auction Agreement

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

**RESOLUTION NO. R-17-**

**RESOLUTION APPROVING A CONSIGNMENT AUCTION AGREEMENT  
BETWEEN THE VILLAGE OF HANOVER PARK, ILLINOIS,  
AND AUCTIONS BY JENNIFER, INC.**

**WHEREAS**, the Police Department of the Village of Hanover Park, Illinois, desires to enter into an agreement with Auctions by Jennifer, Inc., concerning the disposal of certain personal property; and

**WHEREAS**, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Resolution; now, therefore,

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Hanover Park, Illinois, that the Village Manager is hereby authorized and directed on behalf of the Village of Hanover Park to enter into a Consignment Auction Agreement by and between the Village of Hanover Park, Illinois, and Auctions by Jennifer, Inc., a copy being attached hereto and made a part hereof as Exhibit "A." Said consignment authorization shall be for items with individual value not exceeding \$5,000.

**ADOPTED** this      day of                      , 2017, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: \_\_\_\_\_  
Rodney S. Craig  
Village President

Attest: \_\_\_\_\_  
Eira Corral Sepúlveda  
Village Clerk

Page 1 Of \_\_\_\_\_

Consignor # \_\_\_\_\_

Date \_\_\_\_\_

Phone Number 1-630-400-4391

Auctions by Jennifer  
883 E Geneva Road  
Carol Stream IL 60188

Email: AuctionsbyJennifer@gmail.com

**CONSIGNMENT AUCTION AGREEMENT**

The undersigned ("Owner"), by agreement, authorizes Auctions By Jennifer ("Auctioneer") to sell at public auction the personal property ("Property") listed on the attached schedule as per the general conditions hereinafter set forth.

1. Auctioneer will attempt to attain the highest price possible. However, the Property will be sold to the highest bidder without reserve, unless otherwise stipulated in this Agreement. Items that are deemed unsalable by auctioneer will be donated or disposed of.
2. Commission Rate. Owner authorizes Auctioneer, as Owner's agent, to collect from the successful bidder and retain as an additional commission an amount equal to **25%**. (this will also cover the cost to pickup items, there are no other charges) All Buyers Premium collected from winning bidders is to be paid to Auctions By Jennifer.
3. Auctions by Jennifer will advertise accordingly on website, auctionzip and anywhere deemed necessary, any legal advertisements required by law are the responsibility of the owner/seller of property.
4. Storage of the Property prior to the auction will be the responsibility of the Auctioneer unless such goods are not as yet authorized to be sold. Property held awaiting court order or other contingency shall not be accepted until property is released from the court order or other contingency. Unsold Property carrying a reserve price must be removed within seven (7) days after the sale or the item will be resold with no reserve and the commission amount listed above will be charged.
5. Auctioneer will remit to Owner the net proceeds of the auction (commissions) within 1 (One) week of receipt of collected funds. Auctions By Jennifer, Inc. Customer Funds checking account is located at US Bank Carol Stream, Illinois. Auctioneer has no obligation to enforce payment by the buyer. In the event of non-payment by the buyer, Auctioneer, in its sole discretion may (a) re-offer Property at a future auction, (b) cancel the sale and return the property to owner, (c) enforce payment by the buyer, or (d) take any other actions permitted by law. Auctioneer shall not, under any circumstances, be liable for any consequential damages to owner as a result of non-payment by the buyer.
6. Reasonable care will be taken on all items of Property received. Auctioneer carries fire and burglary insurance except on motor vehicles. In the event of a loss, if a settlement cannot be agreed upon, an independent appraiser will be retained and his decision on fair auction value less commission and expenses will be binding on both parties. Owner and Auctioneer will share the cost of such appraisal equally. Owner must insure consigned automobiles until title is transferred to buyer. In the event that there is damage to the estate caused in the loading of personal property Auctions By Jennifer will repair said damage.
7. Owner hereby warrants that he is the owner of each item of the Property and is free and clear of all liens and that Owner has complete power of sale. Owner agrees to indemnify and hold Auctioneer harmless from and against any and all claims, actions, damages, losses, liabilities and expenses (including reasonable attorney's fees) related to the breach or alleged breach of Owner's obligations, representations or warranties herein. Owner's representations, warranties and indemnity herein shall survive completion of the transaction contemplated by this Agreement.
8. Owner covenants and agrees that neither Owner nor their agent shall enter or cause to be entered a bid on any item of Property at any auction in which any item of the Property is being offered. Auctioneer shall protect any reserve stipulated herein by bidding on Owner's behalf.
9. Auctioneer will execute absentee bids for buyers in competition with the audience.

Name Hanover Park Police Dept

Owners Signature \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

City \_\_\_\_\_

Auctions By Jennifer, Inc.

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

By Jennifer Selcke

Jennifer Selcke, Auctioneer License # 041000529 DBA Auctions By Jennifer



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

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

**SUBJECT:** Grit Clarifier Suction Pipe Replacement

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

**Executive Summary**

Staff is requesting approval of a purchase order with Smith & Loveless for the grit clarifier suction pipe replacement at STP 1 in the amount of \$19,742.

**Discussion**

The grit removal system was installed in 1997 and the suction piping has developed holes which has decreased the startup operation efficiency of the system. The grit, which consists of gravel, stone, sand and wood, is removed through this system prior to entering the wastewater treatment process.

The existing piping is a non-stainless steel and is therefore prone to corrosion. The new suction piping will be made of 316 stainless steel and should be in service for the remainder of the service life of the treatment plant.

Because the piping is a custom order, the fabrication and delivery is expected to take approximately 18 weeks. Funding for the installation of the piping has been budgeted in a wastewater contractual account.

The budgeted amount is \$18,000, and thus not adequate to cover the full cost of the pipe. The funds necessary to cover the remainder are available in the same budget line for emergency pump replacement. This purchase, along with installation, will result in the cost exceeding \$20,000. Installation of the Pista Grit Suction piping is budgeted in capital outlay – other equipment, and is expected to cost approximately \$4,000. The cost of the installation is high due to the difficult nature of the installation and the requirement of a rental crane to lower the pipe in place.

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

Executed By: Juliana Maller

Regular Board Meeting  
February 16, 2017 Pg. 23

**Recommended Action**

Motion to authorize approval of a purchase order to Smith & Loveless for the grit clarifier suction pipe replacement in an amount not to exceed \$19,742 and authorize the Village Manager to execute the necessary documents.

**Attachments:** Agreement

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$18,000	
<b>Actual Cost:</b>	\$19,742	
<b>Account Number:</b>	50-50-5050-413-443	



# SALES AGREEMENT

**Smith & Loveless, Inc.**  
 14040 Santa Fe Trail Drive  
 Lenexa, Kansas 66215-1284, USA  
 Phone: (913) 888-5201  
 Fax: (913) 748-0106

**DATE:** 1/11/17

**PROJECT:** Hanover Park, IL  
**INQ #:** CM-24762  
**EXISTING S&L SN:** 03-1236

**CUSTOMER CONTACT:** Larry Stahl  
**CUSTOMER PHONE:** 630-878-7068  
**CUSTOMER E-MAIL:** [lstalh@hpil.org](mailto:lstalh@hpil.org)

**YOUR LOCAL SMITH & LOVELESS REPRESENTATIVE CONTACT INFORMATION:**

**SALES PERSON & CONTACT PH:** Robert Livingston 708-891-4400  
**REPRESENTATIVE COMPANY:** Gasvoda & Associates  
**REPRESENTATIVE FAX:** 708-891-5786

**SCOPE OF EQUIPMENT:** Replacement suction lift weld assy in 316 stainless steel.  
 Replacement drive tube with fluidizer in 316 stainless steel.  
 Includes propellers in 316 stainless steel.

**PRICE (includes freight):** \$19,742

-MORE-

Page: 2 of 2  
Inq: CM-24762  
SN: 03-1236  
Location: Hanover Park, IL

**SHIPMENT:** Estimated at 10 - 12 weeks from approved submittals.  
**FUEL SURCHARGE:** Any fuel surcharge assessed to Smith & Loveless, Inc. shall be passed on at cost to customer. This fuel surcharge was not included in our quote and will be in addition to the contract amount.  
**INSTALLATION:** Smith & Loveless is supplying the aforementioned items. Owner is responsible for installation, including all inspections and/or code compliance of the installation.  
**DELIVERY:** Shipment Upon Receipt of an approved PO or sales agreement.  
**FREIGHT:** F.O.B. Origin.  
**PAYMENT:** All purchase orders must be made out to Smith & Loveless, Inc. Any retrofit buy/resale orders must be pre-authorized by Smith & Loveless' After Market Div. Payment is 100% prior to shipment via check OR, with continuing credit approval, 100% the earlier of net 30 days from date of shipment or at time of start up (if S&L start up is included in our quote).  
**TERMS:** Smith & Loveless' quotation and standard terms and conditions applies to this order and no terms set forth in buyers purchase order, acknowledgment letter or verbal communication shall control unless approved in writing by the S&L Contract Department. In the event of any inconsistency between S&L's terms and conditions and buyers purchase order, S&L's terms and conditions shall govern.  
**TIME FRAME:** Quote is good for 90 days.  
**EQUIPMENT:** If the equipment Smith & Loveless is providing is associated with the retrofit or modification of existing equipment, field adjustments to the existing and/or new equipment may be required for correct installation. Such adjustments may include, but are not limited to, piping modifications, grouting, shimming, control panel or electrical changes, etc. Smith & Loveless is relying on information provided by the customer, the installing contractor, or others with regard to the measurement, model or part numbers, drawings, and descriptions of existing equipment in the design and manufacturing of the new equipment for this project. As a result, Smith & Loveless shall not be responsible for any problems or difficulties encountered when fitting up new equipment with existing equipment.

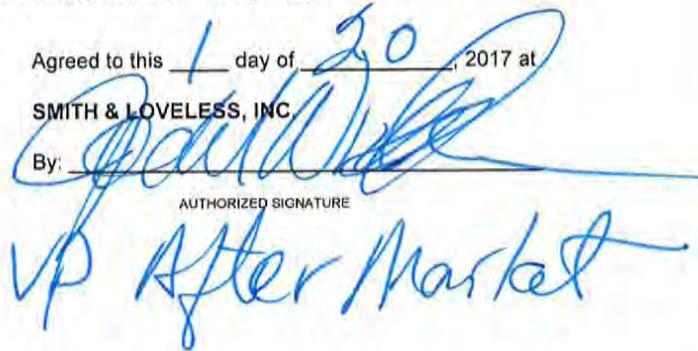
Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2017. Lenexa, KS.

Agreed to this 1 day of 20, 2017 at

**BUYER**

**SMITH & LOVELESS, INC**

By: \_\_\_\_\_  
PRINT NAME  
\_\_\_\_\_  
AUTHORIZED SIGNATURE  
\_\_\_\_\_  
ADDRESS  
\_\_\_\_\_  
CITY, STATE, ZIP  
\_\_\_\_\_  
PHONE

By:   
AUTHORIZED SIGNATURE  
*VP After Market*

Is this purchase tax exempt?  Yes  No

If YES, attach Sales Tax Exemption Certificate. Failure to provide tax exempt certificate prior to shipment will result in Buyer being responsible for all applicable taxes.



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

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

**SUBJECT:** Agreement with the GIS Consortium to Provide Geographic Information System Services.

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

**Executive Summary**

Staff requests that the Board pass a Resolution authorizing the Village Manager to enter into a membership agreement for geographic information system consortium with the Municipal GIS Consortium.

**Discussion**

Included in the Village's Strategic Plan, under Goal #3, Maintain and Enhance Infrastructure, is the goal to evaluate and implement the introduction of a GIS System for the Village. The purposed is to provide a modern vehicle for the analysis of data already collected by the Village but currently maintained in disparate sources. It is also for the purpose of enhancing the existing services, by providing data in a much more accessible format to staff throughout the organization.

A geographic information system (GIS) lets us visualize, question, analyze, and interpret data to understand relationships, patterns, and trends. The Village currently uses a "flat" AutoCAD mapping solution. However, while adequate for basic mapping, it limits analysis of the data collected. AutoCad is able to show where something is in its XY coordinates, but cannot analyze the relationship between a water valve, for example, and how the water flows within the water system. A GIS is able to do that and more. Almost all important components of municipal work involve a geographic component. GIS is based on geographic locations. For example, most functions of the Public Works Department, Police Department, Fire Department, Community Development and Finance Department have a point in space that the interaction can be assigned to that can be used for data collection and analysis.

The Village has had the goal of moving to a more advanced data analysis/mapping solution for several years. Director of Public Works Moore, Information Technology Director Gerstein, and Community Development Director Govind have evaluated different delivery

Agreement Name: Membership Agreement

Executed By: Juliana Maller

Regular Board Meeting  
February 16, 2017 Pg. 27

methodologies for this service and have identified the Municipal GIS Consortium as the best value for the Village.

The GIS Consortium is an organization of Chicago-area communities unified by a common goal: to share resources, information, staffing, and technology so that municipalities can optimize the value of geographic information systems (GIS). Village Manager Maller and Director Moore have both worked with the Municipal GIS Consortium in the past and have found them to be qualified and professional.

The Village will benefit from being able to work with a mature GIS architecture from implementation, and from the experiences of the other member communities as to what works and what did not work. Additionally, all materials developed and applied to other communities are available to Hanover Park at no additional expense. For example, if another community developed a report that is used to analyze crime statistics using GIS, that report will be available to be applied immediately to Hanover Park.

Under the agreement, Hanover Park will be assigned a staff member of MPG, the vendor hired by the GIS Consortium, onsite for ten days per month. All intellectual property developed by the GIS Consortium belongs to its members.

The GIS Consortium is a proven solution for communities who are increasingly being challenged to do more with less. Its collaborative approach reduces costs while improving public services. The GIS Consortium was founded in 1994 with the four original members of Highland Park, Glencoe, Lincolnshire, and Park Ridge. The Village of Hanover Park will be the 32<sup>nd</sup> member of the Consortium.

Implementation of the municipal GIS program has been budgeted in the FY'17 budget at \$125,000. The cost of consortium membership is \$117,280. Additionally, there will be costs associated with training staff and additional data conversion from Autodesk AutoCAD to ESRI Shapefiles.

### **Recommended Action**

Move to pass a Resolution approving a membership agreement for geographic information system consortium and a GIS consortium service provider contract between the Village of Hanover Park, Illinois, and other units of local government as to the membership agreement and municipal GIS Partners, Inc., as to the provider contract.

**Attachments:** Resolution  
Membership Agreement  
New Member Application  
Contract  
Discussion Paper

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$125,000	
<b>Actual Cost:</b>	\$117,280	
<b>Account Number:</b>	31-20-2300-413-431	

**RESOLUTION NO. R-17-**

**RESOLUTION APPROVING A MEMBERSHIP AGREEMENT  
FOR GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM AND A  
GIS CONSORTIUM SERVICE PROVIDER CONTRACT BETWEEN  
THE VILLAGE OF HANOVER PARK, ILLINOIS, AND OTHER UNITS  
OF LOCAL GOVERNMENT AS TO THE MEMBERSHIP AGREEMENT  
AND MUNICIPAL GIS PARTNERS, INC., AS TO THE PROVIDER CONTRACT**

**WHEREAS**, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Resolution;

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Hanover Park, Illinois, that the Village Manager is hereby authorized and directed on behalf of the Village of Hanover Park to enter into a Membership Agreement for Geographic Information System Consortium by and between the Village of Hanover Park, Illinois, and other units of local government, and a GIS Consortium Service Provider Contract by and between the Village of Hanover Park, Illinois, and Municipal GIS Partners, Inc., copies of each being attached respectively and made a part hereof as Exhibit "A" and Exhibit "B." That the GIS Consortium Contract and Membership Agreement in FY 2017 shall not exceed the amount of \$125,000, and an estimated not to exceed amount of \$120,000 and \$120,000 for FY year 2018 and 2019, respectively. That the Public Works Director T. J. Moore is appointed as Director and Karen Daulton Lange as alternate Director.

**ADOPTED** this      day of                      , 2017, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

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

Rodney S. Craig  
Village President

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

Eira Corral Sepúlveda  
Village Clerk

MEMBERSHIP AGREEMENT FOR A GEOGRAPHIC  
INFORMATION SYSTEM CONSORTIUM

This Agreement is entered into this 16<sup>th</sup> day of February, 2017, by and between the municipalities that have executed this Agreement pursuant to its terms (all municipalities are collectively referred to as “Parties”).

W I T N E S S E T H:

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and Section 3 of the Illinois Intergovernmental Cooperation Act authorize and encourage the entering into of Intergovernmental Agreements between units of local government;

WHEREAS, the Parties desire to enter into an Intergovernmental Agreement setting forth the responsibilities of the Parties with regard to the operation of a consortium to develop and share geographic information system information;

WHEREAS, the Parties desire to limit the cost of developing geographic information systems for their communities by participating in group training, joint purchasing and development and innovation sharing;

NOW, THEREFORE, in consideration of the mutual covenants of this Agreement and other good and valuable consideration, the Parties agree as follows:

I. General Purpose

The general purpose of this Agreement is to provide for an organization through which the Parties may jointly and cooperatively procure professional services for the establishment,

operation and maintenance of a geographic information system for the use and benefit of the Parties.

## II. Construction and Definitions

Section 1. The language in the text of this Agreement shall be interpreted in accordance with the following rules of construction:

- (a) The singular number includes the plural number and the plural the singular,
- (b) The word “shall” is mandatory; the word “may” is permissive; and
- (c) The masculine gender includes the feminine and neuter

Section 2. When the following words and phrases are used, they shall, for the purposes of this Agreement, have the meanings respectively ascribed to them in this Section, except when the context otherwise indicates.

- (a) “GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM” or “GISCon” means the organization created pursuant to this Agreement.
- (b) “GIS,” means geographic information system.
- (c) “BOARD” means the Board of Directors of GISCon, consisting of one (1) Director (and one (1) alternate Director) from each governmental unit, which is a member of GISCon.
- (d) “CORPORATE AUTHORITIES” means the governing body of the member governmental unit.
- (e) “MEMBER” means a Governmental Unit, which enters into this Agreement and is, at any specific time not in default as set forth in this Agreement.
- (f) “FORMER MEMBER” means any entity, which was once a Member, but has either withdrawn from GISCon or whose membership was terminated pursuant to this Agreement.
- (g) “UNIT OF LOCAL GOVERNMENT” or “GOVERNMENTAL UNIT” means and includes any political subdivision of the State of Illinois or any department or agency of the state government or any city, village or any taxing body.

- (h) “SOFTWARE” means computer programs, form designs, user manuals, data specifications and associated documentation.
- (i) “SERVICE PROVIDER” means any professional services firm(s) that GISCon designates as the firm(s) to establish, operate, maintain or support geographic information systems, for the Members.
- (j) “SECONDARY SERVICE PROVIDER” means a Service Provider not limited to a supplier of software, hardware, mapping or other services.
- (k) “INTELLECTUAL PROPERTY” means any and all software, data or maps generated by or for GISCon. Such intellectual property shall be considered privileged and confidential trade secrets and shall constitute valuable formulae, design and research data or which Members have given substantial consideration.

### III. Membership

Section 1. Any Governmental Unit may be eligible to become a member of GISCon.

Section 2. A Governmental Unit desiring to be a member shall execute a counterpart of this Agreement and shall pay initial membership dues of a minimum of Four Thousand Dollars (\$4,000) and a maximum of Twenty Thousand Dollars (\$20,000) to be pro-rated in accordance with the formula contained in Exhibit A. Payment shall be made to the Treasurer of GISCon to offset the cost of the legal and administrative expenses of the formation, operation and administration of GISCon.

Section 3. Members shall enter into a GIS service contract, with the Service Provider substantially conforming with the agreement attached in Exhibit B or as modified by the GISCon Board, within one (1) year of signing this Agreement. Members are expected to enter into any agreements with Secondary Service Providers deemed necessary for the functioning of GISCon within a reasonable time as determined by the Board of Directors. Members shall be subject to the provisions of this Agreement, including but not limited to Article XIV.

Section 4. Any Governmental Unit desiring to enter into this Agreement may do so by the duly authorized execution of a counterpart of this Agreement by its proper officers. Thereupon, the clerk or other corresponding officer of the Governmental Unit shall file a duly executed copy

of the Agreement, together with a certified copy of the authorizing resolution or other action, with the GISCon President. The resolution authorizing the execution of the Agreement shall also designate the first Director and alternate for the Member.

Section 5. The Charter Members shall be the Members consisting of Glencoe, Highland Park, Lincolnshire and Park Ridge.

Section 6. Any Member joining GISCon agrees, upon joining, that if it is to become a Former Member, it will be bound by all of the obligations of a Former Member as set forth in this Agreement.

Section 7. Former members will require a two-thirds (2/3) majority Member vote in order to rejoin the Consortium.

#### IV. Board of Directors

Section 1. The governing body of GISCon shall be its Board of Directors. Each Member shall be entitled to one (1) Director, who shall have one (1) vote.

Section 2. Each Member shall also be entitled to one alternate Director who shall be entitled to attend meetings of the Board and who may vote in the absence of the Member's Director.

Section 3. The Corporate Authorities of each Member shall appoint Directors and alternate Directors. In order for GISCon to develop data processing and management information systems of maximum value to Member Governmental Units, the Members shall appoint, as their Directors and alternates, a chief administrative officer, a department head and employees with significant management responsibility and experience. Directors and alternates shall serve without compensation from GISCon.

Section 4. A vacancy shall immediately occur in the office of any Director upon his resignation, death or ceasing to be an employee of the Member.

#### V. Powers and Duties of the Board

Section 1. The powers and duties of the Board shall include the powers set forth in this

Article.

Section 2. It shall take such action, as it deems necessary and appropriate to accomplish the general purposes of the organization in negotiating with a Service Provider to determine annual rates and usage levels for the members and other ancillary powers to administer GISCon.

Section 3. It may establish and collect membership dues.

Section 4. It may establish and collect charges for its services to Members and to others.

Section 5. It may exercise any other power necessary and incidental to the implementation of its powers and duties.

## VI. Officers

Section 1. The officers of the Board shall consist of a President, a Vice-President, a Secretary and a Treasurer. Powers and duties are described in the By-Laws.

## VII. Financial Matters

Section 1. The fiscal year of GISCon shall be the calendar year.

Section 2. An annual budget for the next fiscal year shall be adopted by the Board at the annual meeting by December 31st of each year. Copies shall be provided to the chief administrative officer of each Member.

Section 3. The Board shall have authority to adjust cost sharing charges for all Members in an amount sufficient to provide the funds required by the budgets of GISCon.

Section 4. Billings for all charges shall be made by the Board and shall be due when rendered. Any Member whose charges have not been paid within 90 days after billing shall be in default and shall not be entitled to further voting privileges or to have its director hold any office on the Board and shall not use any GISCon facilities or programs until such time as such Member is no longer in default. Members in default shall be subject to the provisions within this Agreement. In the event that such charges have not been paid within 90 days of such billing, such defaulting Member shall be deemed to have given, on such 90<sup>th</sup> day, notice of withdrawal from membership. In the event of a bona fide dispute between the Member and the Board as to

the amount which is due and payable, the member shall nevertheless make such payment in order to preserve its status as a Member, but such payment may be made under protest and without prejudice to its right to dispute the amount of the charge and to pursue any legal remedies available to it. Withdrawal shall not relieve any such Member from its financial obligations as set forth in this Agreement.

Section 5. Nothing contained in this Agreement shall prevent the Board from charging nonmembers for services rendered by GISCon, on such basis, as the Board shall deem appropriate.

Section 6. It is anticipated that certain Members may be in a position to extend special financial assistance to GISCon in the form of grants. The Board may credit any such grants against any charges, which the granting Member would otherwise have to pay. The Board may also enter into an agreement, as a condition to any such grant, that it will credit all or a portion of such grant towards charges, which have been made or in the future may be made against one or more specified Members.

Section 7. The Board, in accordance with procedures established in the By-Laws may expend board funds. The Board must authorize all expenditures by simple majority.

## VIII. Termination of Membership

Section 1. Failure to enter into an agreement with the Service Provider within one (1) year of GISCon's designation of the Service Provider shall be cause for the termination of membership. A 30-day written notice will be given to a Member that fails to enter into an agreement with the Service Provider as provided in this Section. Upon the failure to enter into an agreement at the end of the thirty-day (30) notice period, its membership shall be terminated.

Section 2. Failure to enter into an agreement within thirty 30 days of expiration of the previous agreement with Service Provider shall result in membership termination.

Section 3. A member may be terminated for cause based on an affirmative vote of two-thirds (2/3) of the Board of Directors.

Section 4. Upon termination of any Member, the Member shall be responsible for:

- (a) All of its pro-rated share of any obligations;

- (b) Its share of all charges to the effective date of termination; and
- (c) Any contractual obligations it has separately incurred with GISCon or the Service Provider.

Section 5. A Member terminated from membership at a time when such termination does not result in dissolution of GISCon, shall forfeit its claim to any assets of GISCon. Any terminated Member shall be subject to the provisions described elsewhere in this agreement.

## IX. Withdrawal

Section 1. Any Member may at any time give written notice of withdrawal from GISCon. The nonpayment of charges as set forth in this Agreement or the refusal or declination of any member to be bound by any obligation to GISCon shall constitute written notice of withdrawal.

- (a) Actual withdrawal shall not take effect for a period of six (6) months from the date of such notification.
- (b) Upon effective withdrawal the withdrawing member shall continue to be responsible for:
  - (i) All of its pro-rated share of any obligations;
  - (ii) Its share of all charges to the effective date of termination;
  - (iii) Any contractual obligations it has separately incurred with GISCon or the Service Provider(s).

Section 2. A Member withdrawing from membership at a time when such withdrawal does not result in dissolution of GISCon shall forfeit its claim to any assets of GISCon. Any Member that withdraws shall be subject to the provisions of this Agreement. In addition, any Member withdrawing shall promptly remove, at its own expense, any and all software, maps or other data that was not developed exclusively for the Member's benefit, except under terms as provided for elsewhere in this Agreement. The withdrawing Member shall, within thirty (30) days of withdrawal, file a certification with the Board, verifying compliance with this Section.

## X. Dissolution

Section 1. GISCon shall be dissolved whenever:

- (a) A sufficient number of Members withdraw from GISCon to reduce the total number of Members to less than two (2) or
- (b) By two-thirds (2/3) vote of all Directors.

Section 2. In the event of dissolution, the Board shall determine the procedures necessary to affect the dissolution and shall provide for the taking of such measures as promptly as circumstances permit subject to the provisions of this Agreement.

Section 3. Upon dissolution, after payment of all obligations the remaining assets of GISCon shall be distributed among the then existing Members in proportion to their contributions to GISCon during the entire period of such Member's membership, as determined by the Board. The computer software that GISCon developed for its membership shall be available to the Members, subject to such reasonable rules and regulations, as the Board shall determine.

Section 4. If, upon dissolution, there is an organizational deficit, such deficit shall be charged to and paid by the Members and Former Member in accordance with obligations as described in Article IX on a pro-rata basis, the pro-rata basis is calculated from the Members' contributions to GISCon during the two (2) years preceding the date of the vote to dissolve.

Section 5. In the event of dissolution the following provisions shall govern the distribution of computer software owned by GISCon:

- (a) All such software shall be an asset of GISCon.
- (b) A Member may use any software developed during its membership in accordance with this agreement, upon:
  - (i) Paying any unpaid sums due GISCon,
  - (ii) Paying the costs of taking such software, and
  - (iii) Complying with reasonable rules and regulations of the Board relating to the taking and use of such software. Such rules and regulations may include a reasonable time within which any Member must take such software.

## XI. General Conditions

Section 1. Notice. All notices hereunder shall be in writing, and shall be deemed given when delivered in person or by United States certified mail, with return receipt requested, and if mailed, with postage prepaid. All notices shall be addressed as follows:

If to GISCon:

President of GISCon

With a copy to the GISCon Secretary

If to Member:

T. J. Moore, Director of Public Works  
Village of Hanover Park  
2121 Lake Street  
Hanover Park, IL 60133

With a copy to the Village Manager

Each party shall have the right to designate other addresses for service of notices, provided notice of change of address is duly given.

Section 2. The Parties certify that they are not barred from entering into this Agreement as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that they each have a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4).

## XII. Duration

This agreement shall continue in effect indefinitely, until terminated in accordance with its terms or until GISCon is dissolved.

### XIII. Member Software Usage

Section 1. No Member or Former Member shall:

- (a) Permit any other parties to use, modify, translate, reverse engineer, decompile, disassemble (except to the extent applicable laws specifically prohibit such restriction) or create derivative works based on the software;
- (b) Copy the software, unless part of normal backup procedures;
- (c) Sell, rent, lease, license, give away or grant a security interest in or otherwise transfer rights to the software; or
- (d) Remove any proprietary notices or labels on the software without written

permission from the Board.

Section 2. In the event of default, withdrawal or termination of membership of a Member, that Member may use, under license granted by the Board, any software developed during its membership upon:

- (a) Paying to the Board any unpaid sums due GISCon and
- (b) Paying any reasonable costs established by the Board for licensing such software.

### XIV. Service Provider

Section 1. For the purposes of this article, the Service Provider is defined as the Service Provider and Secondary Service Provider.

Section 2. The term of any Service Provider shall be as set forth in the Service Provider Agreement.

Section 3. The Board may at any time by a majority vote name a new Service Provider, whose term shall begin at such time as the Board may authorize.

Section 4. A Service Provider's term shall be renewed upon such terms as the Board may approve.

Section 5. The Board may terminate the services of a Service Provider at any time, subject only to the Service Provider agreement.

Section 6. The Board may enter into agreements with more than one Service Provider if it deems it appropriate to do so.

#### XV. Intellectual Property

Section 1. Members agree that no assignments, licenses, sales, authorization of reuse by others, giveaways, transfer or any other grant of Intellectual Property rights will be made to any third party without written permission from the Board.

Section 2. It is understood that this Agreement does not grant to any Member or any employees, partners or other business associates thereof, any rights in any Intellectual Property or any inherent protectable interests, except those specifically provided by this Agreement.

#### XVI. Execution of Agreement

This Agreement may be executed in any number of counterparts, each of which shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as GISCon and the Members or additional Members shall preserve undestroyed, shall together constitute but one and the same instrument.

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

## EXHIBIT A

## INITIAL MEMBERSHIP DUES FORMULA

Membership Fee = Basis x Allocation

Where: Basis = \$20,000

Allocation = Calculated by Consortium for member based on size, density, and other considerations

## Fee Illustration

Allocation	Membership Fee
-----	
0%	NA
20%	\$4,000
30%	\$6,000
40%	\$8,000
50%	\$10,000
60%	\$12,000
70%	\$14,000
80%	\$16,000
90%	\$18,000
100%	\$20,000

EXHIBIT B

GIS Consortium Service Provider Contract

IN WITNESS WHEREOF, the undersigned have caused this Agreement for the Creation of a Geographic Information System Consortium to be executed in the Members respective name, and have caused this Agreement for the Creation of a Geographic Information System Consortium to be attested, all by their duly authorized officers and representatives, and have caused the Agreement for the Creation of a Geographic Information System Consortium to be dated this 16<sup>th</sup> day of February, 2017.

Village of Hanover Park

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

Its: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Village Clerk

Seal



## New Member Evaluation

The objective of this process is to ensure the integrity of the GIS Consortium (GISC) and to determine if the applicant will be successful within this organization. The intent is to provide a framework for discussion that will allow both parties to make the right decision.

### Member Application (Please complete and attach additional information as needed)

Community Name:		County (or Counties):	
Village of Hanover Park		Cook / DuPage	
Form of government:			
Council / Manager			
Fiscal year:	Size (Square miles):	Population:	
January 1	6.435	37,973	
Describe background information relating to GIS in your community (History, staffing, etc):			
<p>The Village has a robust AutoCAD based mapping solution, but that is becoming impractical going forward. Mapping has been housed within the Engineering Division of Public Works and has been staff with an engineering technician with field assistance from a second engineering technician and occasional assistance from the Street Division. The Village's IT Department also supports the hardware and software components of the existing mapping solution.</p>			
How will the program be funded:			
\$175,000 has been budgeted in FY2017 in addition to staff support.			
Is GIS budgeted:		If budgeted, how much has been approved:	
Yes		\$175,000	
When is budget money available:		What is community timeline for starting:	
January 1, 2017		Immediately	
Who will be assigned to represent the community on the GISC Board (Board of Directors):			
Thomas Jack ("T. J.") Moore, Director of Public Works			
Who will the community assign to manage the community GIS program (GIS Coordinator):			
Karen Daulton Lange, Assistant Public Works Director & Village Engineer			
Is the community planning to participate in the annual aerial photography program:			
Not in the first year, but likely in future flights.			
Describe the commitment the community is planning if allowed to become a member:			
<p>The community has long committed to mapping services. This will become part of the regular services provided to the community and the Village is committed to providing the best service possible. Hanover Park sees joining the Municipal GIS Consortium as the best solution and value we can provide our residents.</p>			

## GIS CONSORTIUM SERVICE PROVIDER CONTRACT

This contract (this “*Contract*”) made and entered into this 16th day of February, 2017 (the “*Effective Date*”), by and between the Village of Hanover Park, an Illinois municipal corporation (hereinafter referred to as the “*Municipality*”), and Municipal GIS Partners, Incorporated, 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as the “*Consultant*”).

**WHEREAS**, the Municipality is a member of the Geographic Information System Consortium (“*GISC*”);

**WHEREAS**, the Consultant is a designated service provider for the members of GISC and is responsible for providing the necessary professional staffing resource support services as more fully described herein (the “*Services*”) in connection with the Municipality’s geographical information system (“*GIS*”);

**WHEREAS**, the Municipality desires to engage the Consultant to provide the Services on the terms set forth herein; and

**WHEREAS**, the Consultant hereby represents itself to be in compliance with Illinois statutes relating to professional registration applicable to individuals performing the Services hereunder and has the necessary expertise and experience to furnish the Services upon the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the foregoing and of the promises hereinafter set forth, it is hereby agreed by and between the Municipality and the Consultant that:

### SECTION 1 SCOPE OF SERVICES

1.1 Statement of Work. This Contract contains the basic terms and conditions that will govern the overall relationship between the Consultant and the Municipality. The Consultant will provide the Services described in the statement of work attached hereto as *Attachment 1* (“*Statement of Work*”), which shall become a part of and subject to this Contract.

1.2 Supplemental Statements of Work. Any additional services to be performed by the Consultant may be added to this Contract after the Effective Date by the mutual agreement of the parties, which agreement will be evidenced by mutual execution of a Supplemental Statement of Work which shall also be subject to the terms and conditions set forth in this Contract, a form of which is attached hereto as *Exhibit A*.

1.3 Additional Compensation. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Municipality, the Consultant shall give written notice of its claim within fifteen (15) days after occurrence of such action. Regardless of the decision of the Municipality Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Municipality Manager shall proceed without interruption.

1.4 Contract Governs. If there is a conflict between the terms of this Contract and the Statement of Work or any Supplemental Statement of Work, unless otherwise specified in such Statement of Work, the terms of this Contract shall supersede the conflicting provisions contained in such Statement of Work.

## **SECTION 2 PERFORMANCE OF WORK**

2.1 All work hereunder shall be performed under the direction of the Village Manager or her designee (hereinafter referred to as the “*Municipality Manager*”) in accordance with the terms set forth in this Contract and each relevant Statement of Work.

## **SECTION 3 RELATIONSHIP OF PARTIES**

3.1 Independent Contractor. The Consultant shall at all times be an independent contractor, engaged by the Municipality to perform the Services. Nothing contained herein shall be construed to constitute a partnership, joint venture or agency relationship between the parties.

3.2 Consultant and Employees. Neither the Consultant nor any of its employees shall be considered to be employees of the Municipality for any reason, including but not limited to for purposes of workers’ compensation law, Social Security, or any other applicable statute or regulation.

3.3 No Authority to Bind. Unless otherwise agreed to in writing, neither party hereto has the authority to bind the other to any third party or to otherwise act in any way as the representative of the other.

## **SECTION 4 PAYMENT TO THE CONSULTANT**

4.1 Payment Terms. The Municipality agrees to pay the Consultant in accordance with the terms and amounts set forth in the applicable Statement of Work, provided that:

(a) The Consultant shall submit invoices in a format approved by the Municipality.

(b) The Consultant shall maintain records showing actual time devoted to each aspect of the Services performed and cost incurred. The Consultant shall permit the authorized representative of the Municipality to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during this Contract period, and for a year after termination of this Contract.

(c) The service rates and projected utilization set forth in the applicable Statement of Work shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC which shall be reflected in a Supplemental Statement of Work.

(d) Payments to the Consultant shall be made pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

4.2 Service Rates. The service rates set forth in the Statement of Work include all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use of, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

## SECTION 5 TERM

5.1 Initial Term. Subject to earlier termination pursuant to the terms of this Contract, the initial term of this Contract shall commence on the Effective Date and remain in effect for three (3) year(s) (the “*Initial Term*”).

5.2 Renewal Terms. The Initial Term may be extended for successive one (1) year periods or for any other period as mutually agreed to in writing and set forth in a Supplemental Statement of Work executed by both parties (each, a “*Renewal Term*”).

## SECTION 6 TERMINATION OF CONTRACT

6.1 Voluntary Termination. Notwithstanding any other provision hereof, the Municipality may terminate this Contract during the Initial Term or any Renewal Term, with or without cause, at any time upon thirty (30) days prior written notice to the Consultant. The Consultant may terminate this Contract or additional Statement of Work, with or without cause, at any time upon sixty (60) days prior written notice to the Municipality.

6.2 Termination for Breach. Either party may terminate this Contract upon written notice to the other party following a material breach of a material provision of this Contract by the other party if the breaching party does not cure such breach within ten (10) days of receipt of written notice of such breach from the non-breaching party.

6.3 Payment for Services Rendered. In the event that this Contract is terminated in accordance with this Section 6, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred.

## SECTION 7 CONSULTANT PERSONNEL AND SUBCONTRACTORS

7.1 Adequate Staffing. The Consultant must assign and maintain during the term of this Contract and any renewal thereof, an adequate staff of competent employees, agents, or subcontractors (“*Consultant Personnel*”) that is fully equipped, licensed as appropriate and

qualified to perform the Services as required by the Statement of Work or Supplemental Statement of Work.

7.2 Availability of Personnel. The Consultant shall notify the Municipality as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Consultant Personnel assigned to provide the Municipality with the Services. The Consultant shall have no claim for damages and shall not bill the Municipality for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the time of performance as a result of any such termination, reassigning, or resignation.

7.3 Use of Subcontractors. The Consultant's use of any subcontractor or subcontract to perform the Services shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Contract. All Services performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of the Consultant. For purposes of this Contract, the term "Consultant" shall be deemed to refer to the Consultant and also to refer to all subcontractors of the Consultant.

7.4 Removal of Personnel and Subcontractors. Municipality may, upon written notice to Consultant, request that any Consultant Personnel be removed or replaced. Consultant shall promptly endeavor to replace such Consultant Personnel and Municipality shall have no claim for damages for a delay or extension of the applicable Statement of Work as a result of any such removal or replacement.

7.5 Non-Solicitation of Consultant Employees. The Municipality agrees that during the term of this Contract and for a period of one (1) year thereafter, it shall not, directly or indirectly, through any other person, firm, corporation or other entity, solicit, induce, encourage or attempt to induce or encourage any employee of the Consultant to terminate his or her employment with the Consultant or to breach any other obligation to the Consultant. The Municipality acknowledges that the aforementioned restrictive covenant contained in this Section is reasonable and properly required for the adequate protection of the Consultant's business.

## **SECTION 8**

### **ACCOMMODATION OF CONSULTANT PERSONNEL; MUNICIPAL FACILITIES**

8.1 Facilities and Equipment. The Municipality shall provide the Consultant with adequate office space, furnishings, hardware, software and connectivity to fulfill the objectives of the GIS program. Facilities and equipment include, but are not limited to, the following:

(a) Office space for the Consultant's Personnel and periodic guests. This space should effectively and securely house all required GIS systems, peripherals and support tools. This space must be available during normal business hours;

(b) Furnishings including adequate desk(s), shelving, and seating for the Consultant's Personnel and periodic guests;

(c) A telephone line and phone to originate and receive outside calls;

- (d) A network connection with adequate speed and access to the Internet; and
- (e) Hardware, software, peripherals, and network connectivity to perform the program objectives efficiently.

8.2 Backup and Recovery Systems. The Municipality shall be responsible for installing, operating and monitoring the backup and recovery systems for all Municipality GIS assets that permit the Consultant to continue services within a reasonable period of time following a disaster or outage.

8.3 Right of Entry; Limited Access. Consultant's Personnel performing Services shall be permitted to enter upon the Municipality's property in connection with the performance of the Services, subject to those rules established by the Municipality. Consent to enter upon a Municipality's facility given by the Municipality shall not create, nor be deemed to imply, the creation of any additional responsibilities on the part of the Municipality. Consultant's Personnel shall have the right to use only those facilities of the Municipality that are necessary to perform the Services and shall have no right to access any other facilities of the Municipality.

## **SECTION 9 CONFIDENTIAL INFORMATION; INTELLECTUAL PROPERTY; FOIA**

9.1 Municipal Materials. The Consultant acknowledges and agrees that all trademarks, service marks, logos, tradenames and images provided by or on behalf of the Municipality to the Consultant for use in performing the Services and the GIS database (including files created from the database) created by Consultant hereunder (the "***Municipal Materials***") are the sole and exclusive property of the Municipality. The Consultant acknowledges that this Contract is not a license to use the Municipal Materials except as needed to perform the Services hereunder.

9.2 Third-Party Materials. If applicable, to the extent the Consultant has agreed to obtain and/or license Third-Party Materials on behalf of Municipality, the Consultant shall obtain a license for Municipality to use the Third-Party Materials as part of the Services for the purpose specified in the applicable Statement of Work. "***Third-Party Materials***" shall include, but are not limited to, computer software, script or programming code or other materials owned by third parties and/or any software available from third parties, that is licensed by Consultant for the benefit of the Municipality.

9.3 GISC Materials. It is expressly understood that, excluding the Municipal Materials and Third-Party Materials, all members of GISC and the Consultant may use or share in any improvements or modifications incorporated into any computer software (in object code and source code form), script or programming code used or developed by the Consultant in providing Services hereunder (the "***GISC Materials***").

(a) The Consultant hereby grants the Municipality a limited, personal, nontransferable, non-exclusive license to use the GISC Materials solely for the purpose of and in connection with the Municipality's GIS. Upon expiration or termination of this Contract, or at such time the Municipality is no longer a member of GISC or in breach of its obligations hereunder, the Municipality shall not be entitled to or granted a license in future enhancements, improvements or modifications in the GISC Materials. The Municipality may grant a sublicense to a third party

that the Municipality engages to maintain or update the GISC Materials in connection with the Municipality's GIS; provided that such third party agrees in writing to be bound by the license restrictions set forth in this Contract.

(b) The Municipality acknowledges that the Consultant is in the business of providing staffing resource support services and that the Consultant shall have the right to provide services and deliverables to third parties that are the same or similar to the services that are to be rendered under this Contract, and to use or otherwise exploit any GISC Materials in providing such services. The Municipality hereby grants to the Consultant, a royalty-free, non-exclusive, irrevocable license throughout the world to publish modify, transfer, translate, deliver, perform, use and dispose of in any manner any portion of the GISC Materials.

9.4 Confidential Information. In the performance of this Contract, the Consultant may have access to or receive certain information in the possession of the Municipality that is not generally known to members of the public ("**Confidential Information**"). The Consultant acknowledges that Confidential Information includes, but is not limited to, proprietary information, copyrighted material, educational records, employee data, financial information, information relating to health records, resident account information, and other information of a personal nature. Consultant shall not use or disclose any Confidential Information without the prior written consent of the Municipality. Consultant will use appropriate administrative, technical and physical safeguards to prevent the improper use or disclosure of any Confidential Information received from or on behalf of the Municipality. Upon the expiration or termination of this Contract, Consultant shall promptly cease using and shall return or destroy (and certify in writing destruction of) all Confidential Information furnished by the Municipality along with all copies thereof in its possession including copies stored in any computer memory or storage medium. The term "Confidential Information" does not include information that (a) is or becomes generally available to the public other than as a result of a breach of this Contract by the Consultant; (b) was in the Consultant's or Consultant Personnel's possession on a non-confidential basis from any source other than the Municipality, which source, to the knowledge of the Consultant, is entitled to disclose such information without breach of any obligation of confidentiality; or (c) is independently developed by the Consultant without the use of or reference to, in whole or in part, any Confidential Information. For avoidance of doubt, it is agreed that the GISC Materials shall not be considered Confidential Information.

9.5 Dissemination of Confidential Information. Unless directed by the Municipality, Consultant shall not disseminate any Confidential Information. If Consultant is presented with a request for documents by any administrative agency or with a subpoena *duces tecum* regarding any Confidential Information which may be in Consultant's possession as a result of Services provided under this Contract, unless prohibited by law, Consultant shall immediately give notice to the Municipality with the understanding that the Municipality shall have the opportunity to contest such process by any means available to it prior to submission of any documents to a court or other third party. Consultant shall not be obligated to withhold delivery of documents beyond the time ordered by a court of law or administrative agency, unless the request for production or subpoena is quashed or withdrawn, or the time to produce is otherwise extended. Consultant shall cause its personnel, staff and subcontractors, if any, to undertake the same obligations regarding confidentiality and dissemination of information as agreed to by Consultant under this Contract.

9.6 Freedom of Information Act Requests. No less than five (5) business days after the Municipality's Notice to the Consultant of the Municipality's receipt of a request made pursuant to the Illinois Freedom of Information Act (ILCS 140/1 et seq. – herein "FOIA"), the Consultant shall furnish all requested records in the Consultant's possession which are in any manner related to this Contract or the Consultant's performance of the Services, including but not limited to any documentation related to the Municipality and associated therewith. The Consultant shall not apply any costs or charge any fees to the Municipality or any other person, firm or corporation for its procurement and retrieval of such records in the Consultant's possession which are sought to be copied or reviewed in accordance with such FOIA request or requests. The Consultant shall defend, indemnify and hold harmless the Municipality including its several departments and including its officers and employees and shall pay all of the Consultant's Costs associated with such FOIA request or requests including Costs arising from the Consultant's failure or alleged failure to timely furnish such documentation and/or arising from the Consultant's failure or alleged failure otherwise to comply with the FOIA, whether or not associated with the Consultant's and/or the Municipality's defense of any litigation associated therewith. In addition, if the Consultant requests the Municipality to deny the FOIA request or any portion thereof by utilizing one or more of the lawful exemptions provided for in the FOIA, the Consultant shall pay all Costs in connection therewith. As used herein, "in the Consultant's possession" includes documents in the possession of any of the Consultant's officers, agents, employees and/or independent contractors; and "Costs" includes but is not limited to attorneys' fees, witness fees, filing fees and any and all other expenses — whether incurred by the Municipality or the Consultant.

9.7 News Releases. The Consultant may not issue any news releases without prior approval from the Municipality Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Municipality Manager.

## **SECTION 10 LIMITATION OF LIABILITY**

10.1 THE REPRESENTATIONS SET FORTH IN THIS CONTRACT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY FITNESS FOR A PARTICULAR PURPOSE OR ANY IMPLIED WARRANTIES ARISING FROM TRADE USAGE, COURSE OF DEALING OR COURSE OF PERFORMANCE. UNDER NO CIRCUMSTANCES SHALL EITHER THE CONSULTANT OR THE MUNICIPALITY BE LIABLE TO THE OTHER FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL OR INCIDENTAL DAMAGES, INCLUDING LOST SALES OR PROFITS, IN CONNECTION WITH THIS CONTRACT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

## **SECTION 11 CONSULTANT WARRANTY; INDEMNIFICATION; INSURANCE**

11.1 Warranty of Services. The Consultant warrants that the Services shall be performed in accordance with industry standards of professional practice, care, and diligence practiced by

recognized consulting firms in performing services of a similar nature in existence at the time of the Effective Date. Unless expressly excluded by this Contract, the warranty expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto the Municipality.

11.2 Indemnification. The Consultant shall indemnify and save harmless the Municipality and its officers, employees, and agents from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of the negligent actions or omissions of the Consultant, the Consultant's employees and agents.

11.3 Insurance. The Consultant must procure and maintain, for the duration of this Contract, insurance as provided in *Attachment 2* to this Contract.

11.4 No Personal Liability No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval or attempted execution of this Contract.

## SECTION 12 GENERAL PROVISIONS

12.1 No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

12.2 Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

12.3 Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Municipality or Consultant with respect to this Contract or the Services.

12.4 Assignments and Successors. This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that no assignment, delegation or subcontracting shall be made without the prior written consent of the Municipality.

12.5 Severability. The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

12.6 Third Party Beneficiary. No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than the Consultant shall be made or be valid against the Municipality.

12.7 Waiver. No waiver of any provision of this Contract shall be deemed to or constitute a waiver of any other provision of this Contract (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Contract.

12.8 Governing Laws. This Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois. Venue shall reside in Cook County, Illinois.

12.9 Headings. The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

12.10 Modification or Amendment. This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment or Supplemental Statement of Work duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof.

12.11 Attachments and Exhibits. Attachments 1 and 2 and Exhibit A are attached hereto, and by this reference incorporated in and made a part of this Contract. In the event of a conflict between any Attachment or Exhibit and the text of this Contract, the text of this Contract shall control. In the event of any conflict or inconsistency between the terms of this Contract and any Supplemental Statement of Work, the terms of the Supplemental Statement of Work will govern and control with respect to the term, projected utilization rates, service rates and scope of services.

12.12 Rights Cumulative. Unless expressly provided to the contrary in this Contract, each and every one of the rights, remedies, and benefits provided by this Contract shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

12.13 Notices. All notices, reports and documents required under this Contract shall be in writing (including prepaid overnight courier, electronic transmission or similar writing) and shall

be given to such party at its address or e-mail address set forth below, or at such other address or e-mail address as such party may hereafter specify from time to time. Each such notice shall be effective (i) if given by first class mail or prepaid overnight courier, when received, or (ii) if sent to an e-mail address, upon the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgment).

If to Municipality: Village of Hanover Park  
T.J. Moore  
2121 Lake Street  
Hanover Park, IL 60133  
E-mail: tmoore@hpil.org

If to Consultant: Municipal GIS Partners, Incorporated  
Thomas A. Thomey  
701 Lee Street, Suite 1020  
Des Plaines, IL 60016  
E-mail: tthomey@mgpinc.com

12.14 Counterpart Execution. This Contract, Statement of Work or any Supplemental Statement of Work may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

**[REMAINDER INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]**

**IN WITNESS WHEREOF**, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST:

**VILLAGE OF HANOVER PARK**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

ATTEST:

**CONSULTANT:**

**MUNICIPAL GIS PARTNERS,  
INCORPORATED**

By: Donna J. Thomey  
Name: Donna Thomey  
Its: Office Administrator

By: Thomas A. Thomey  
Name: Thomas Thomey  
Its: President

## **Attachment 1**

### **Statement of Work to GIS Consortium Service Provider Contract**

1) **General Purpose.** The Consultant will perform all or part of the Municipality's geographic information system (GIS) management, development, operation, and maintenance. In addition to supporting the existing GIS program, the Consultant will identify opportunities for continued development and enhancement.

The Municipality will be sharing management, development, maintenance expertise and staffing with other municipalities as a member of the Geographic Information System Consortium (GISC). The benefits to the Municipality include, but are not limited to, collective bargaining for rates and services, shared development costs, and joint purchasing and training.

The Consultant is the sole Service Provider for GISC and is responsible for providing the necessary GIS professional resources to support this entity. The Consultant will facilitate and manage resource, cost, and technical innovation sharing among GISC members.

2) **Service Types.** The Consultant will provide two (2) service types. The intent of this distinction is to track specific types of investment without overburdening general operation of the GIS program. Many of these services will go unnoticed but are required to sustain the GIS program. The Consultant will employ reasonable professional discretion when specific direction is not provided. The two (2) services types are as follows:

A. Services related to the direct management, development, operation, and maintenance of the GIS required to reasonably support the system.

B. Services relating to the investigation, research, and development of new functionality and capability for the GIS Consortium and its members.

3) **Services.** The Consultant will provide the necessary resources to support the GIS program. The allocation of these resources will be reasonably commensurate with the level of expertise required to fulfill the specific task which includes, but is not limited to, the following:

A. The GIS Specialist provides the daily operation, maintenance, and support of the GIS program for the community. The GIS Specialist is responsible for database development and maintenance, map and product development, user training, help-desk, system support, and program documentation.

B. GIS/RAS (Remote Access Service) Specialist provides the same services as the GIS Specialist utilizing equipment hosted by the Consultant.

C. The GIS Coordinator is responsible for the coordination and operation of the GIS program for the community including planning, forecasting, resource allocation and performance management.

D. The GIS Analyst is responsible for providing technical support to the GIS Specialist including trouble-shooting, special projects, and access to GISC shared applications and extensions. The GIS Analyst also supports the development of GISC projects and programs.

E. The GIS Platform Administrator is responsible for developing, managing, and directing the GISC solutions including the data model, databases and centralized software applications offered by the GISC.

F. The GIS Application Developer is responsible for developing, testing, and supporting software applications developed by the GISC for its members.

G. The GIS Manager is responsible for the overall development and implementation of the GISC program based on the direction and instructions of the GISC Board of Directors.

4) Projected Utilization and Service Rates. The service rates set forth below are based on, among other things, the negotiated annual projected utilization of all GISC members. The Consultant shall negotiate annually with the Board of Directors (the “**Board**”) of GISC to adjust the annual projected utilization and service rates for the members of GISC. It is anticipated that the Consultant will submit its proposed annual projected utilization and service rates (the “**Proposal**”) to the Board for approval every year on or about July 31st. Upon the Board’s approval of the Proposal, the annual projected utilization and service rates shall become binding on the Municipality and incorporated into this Contract by reference, which shall automatically become effective on January 1st and remain in effect for the remainder of such calendar year. The approved annual projected utilization and the service rates will be promptly distributed by the Board or the Consultant to the Municipality. Notwithstanding the foregoing, in the event the Board, for any reason whatsoever (including the Board being disbanded) does not approve the Proposal, the Consultant may submit its proposed annual projected utilization and service rates directly to the Municipality by no later than October 1st, and upon written approval by the Municipality shall become effective on January 1st. Consultant agrees that, each year, the new aggregate annual contract value for the Municipality will not exceed the greater of (i) cost-of-living adjustments based on the CPI<sup>1</sup> measured as of the most recent CPI number available prior to submitting the Proposal, or (ii) 3%. The GISC service and projected utilization rates set forth below are effective as of the Effective Date until December 31st:

A. Projected Utilization

1.   X   hours of GIS Specialist

---

<sup>1</sup>For purposes of this Contract, “CPI” shall mean the all items Consumer Price Index for all Urban Consumers in the Chicago-Gary-Kenosha area. In the event that publication or issuance of the Index is discontinued or suspended, the CPI shall be an index published or issued by the United States Department of Labor or any bureau or agency thereof that computes information from substantially the same statistical categories and substantially the same geographic areas as those computed in the CPI and that weights such categories in a substantially similar way to the weighting of the CPI at the Effective Date. The CPI rates, solely for reference purposes, may be accessed at <http://www.bls.gov/ro5/cpichi.htm>, it being understood that the Consultant makes no representation or warranty that the rates published on such website are accurate.

2. 822 hours of GIS/RAS Specialist
3. 82 hours of Client Account Manager
4. 82 hours of GIS Analyst
5. 46 hours of GIS Platform Administrator
6. 46 hours of GIS Application Developer
7. 46 hours of GIS Manager

B. Service Rates

1. \$ 77.80 per hour for GIS Specialist
2. \$ 81.30 per hour for GIS/RAS Specialist
3. \$ 99.00 per hour for GIS Coordinator
4. \$ 99.00 per hour for GIS Analyst
5. \$123.30 per hour for GIS Platform Administrator
6. \$123.30 per hour for GIS Application Developer
7. \$123.30 per hour for GIS Manager

Total Not-to-Exceed Amount for Services (Numbers): \$100,080.00

Total Not-to-Exceed Amount for Services (Figures): one-hundred thousand eighty dollars and zero cents.

## Attachment 2

### To GIS Consortium Service Provider Contract

#### Insurance

##### Consultant's Insurance

Consultant shall procure and maintain, for the duration of this 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 Consultant, its agents, representatives, employees or subcontractors.

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement CG 2010 and CG 2026
2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."
3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

B. Minimum Limits of Insurance: Consultant shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. 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.
2. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

C. Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the Municipality. At the option of the Municipality, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as it respects the Municipality, its officials, agents, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

D. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages: The Municipality, its officials, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Municipality, its officials, agents, employees and volunteers.

2. The Consultant's insurance coverage shall be primary as respects the Municipality, its officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the Municipality, its officials, agents, employees and volunteers shall be excess of Consultant'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 Municipality, its officials, agents, employees and volunteers.

4. The Consultant's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom 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 Consultant shall be required to name the Municipality, 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 Consultant and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Municipality. 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*.

E. All Coverages: Each insurance policy required by this paragraph shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Municipality.

F. 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.

G. Verification of Coverage: Consultant shall furnish the Municipality with certificates of insurance naming the Municipality, its officials, agents, employees, and volunteers as additional insured's and with original endorsements, affecting coverage required herein. 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 Municipality before any work commences. The Municipality reserves the right to request full certified copies of the insurance policies and endorsements.

**Exhibit A**

**Form of Supplemental Statement of Work**

Pursuant to and in accordance with Section 1.2 of that certain GIS Consortium Service Provider Contract dated [INSERT DATE] (the “*Contract*”) between the \_\_\_\_\_ of \_\_\_\_\_ (the “*Municipality*”) and Municipal GIS Partners, Incorporated (the “*Consultant*”) hereby agree to the following SUPPLEMENTAL STATEMENT OF WORK (“*SOW*”):

**1. Description of Additional Services:**

*[None] or [Describe new services being provided or no longer being provided. Note if Supplemental Statement of Work is intended to replace a previously approved and effective Statement of Work]*

**2. Project Schedule/Term:**

*[Insert date by which supplemental work must be commenced and completed with any appropriate milestones]*

**3. Projected Utilization: [Insert rate effective dates]**

- A. \_\_\_\_\_ hours of GIS Specialist
- B. \_\_\_\_\_ hours of GIS/RAS Specialist
- C. \_\_\_\_\_ hours of Client Account Manager
- D. \_\_\_\_\_ hours of GIS Analyst
- E. \_\_\_\_\_ hours of GIS Platform Administrator
- F. \_\_\_\_\_ hours of GIS Application Developer
- G. \_\_\_\_\_ hours of GIS Manager

**4. Service Rates: [Insert rate effective dates]**

- A. \$\_\_\_\_\_ per hour for GIS Specialist
- B. \$\_\_\_\_\_ per hour for GIS/RAS Specialist
- C. \$\_\_\_\_\_ per hour for Client Account Manager
- D. \$\_\_\_\_\_ per hour for GIS Analyst
- E. \$\_\_\_\_\_ per hour for GIS Platform Administrator

- F. \$\_\_\_\_\_ per hour for GIS Application Developer
- G. \$\_\_\_\_\_ per hour for GIS Manager

Total Not-to-Exceed Amount for Services (Numbers) : \$[*INSERT*]

Total Not-to-Exceed Amount for Services (Figures) : [*INSERT*]

In the event of any conflict or inconsistency between the terms of this SOW and this Contract or any previously approved SOW, the terms of this SOW will govern and control with respect to the term, projected utilization rates, service rates and scope of services. All other conflicts or inconsistencies between the terms of this Contract and this SOW shall be governed and controlled by this Contract. Any capitalized terms used herein but not defined herein shall have the meanings prescribed to such capitalized term in this Contract.

**IN WITNESS WHEREOF**, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST: Municipality of \_\_\_\_\_

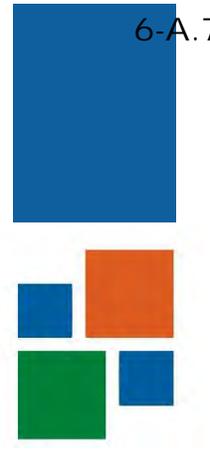
\_\_\_\_\_ By: \_\_\_\_\_  
Municipality Clerk [MUNICIPALITY/CITY] Manager

ATTEST: **CONSULTANT:**

**MUNICIPAL GIS PARTNERS,  
INCORPORATED**

By \_\_\_\_\_ By \_\_\_\_\_  
Its \_\_\_\_\_ Its \_\_\_\_\_

# Discussion Paper for the Village of Hanover Park



*A collaborative approach to GIS*

## Current Situation

T.J. Moore, Director of Public Works and Engineering, asked MGP to present on the benefits of joining the GIS Consortium and how membership might align with current village initiatives. MGP met with village stakeholders on February 8, 2016 to get a better understanding of the community's needs and what they are currently doing today for GIS solutions. Two primary items were identified as village needs and they are as follows:

- How to utilize the rich data they have created in Auto CAD
- How to better educate their residents on information that matters most to them when they need it most.

Over the years, Hanover Park has invested heavily in their Auto CAD system. The community maintains CAD files pertaining to their critical assets in the field including a sign inventory, zoning boundaries, and a tree inventory. Auto CAD, although a great planning and visualization tool, lacks the ability to perform analysis on the data. The need for smart analytical decision making, as well as their primary CAD user retiring, has prompted an opportunity for the village to evaluate GIS services as a possible solution.

Multiple times a day, village employees receive inquiries from residents and other internal staff in the form of phone calls or emails pertaining to basic questions like what school district are they within or what is their property zoned as. The village lacks a resource to expose their data in an easily consumable format to direct inquiries away from staff members. Such a resource would allow staff members to focus on the projects that matter most to the village without constant interruptions.

The rest of this discussion paper outlines ways that Hanover Park could utilize shared services and solutions offered by the GIS Consortium to address their needs and build an even greater future for their residents.

## Desired Outcomes

- ***Partner with Hanover Park*** by providing a 5-year budget for shared staffing and projects
- ***Render community data visually*** to enhance the story it tells making it easier for decision makers and advisory boards to do what they need to do
- ***Raise and maintain the highest level of accuracy of all data*** so that it is a trusted resource staff find reliable
- ***Share their rich datasets across departments*** to increase communication and efficiency across the enterprise
- ***Enhance service to residents and customers*** by providing ways to access the data that they are most interested in 24/7

- ***Perform analytics using the data resources available from different systems*** to answer questions or identify trends that cannot otherwise be answered
- ***Bring the power of GIS to every staff member*** to enhance their workflows to be more efficient and effective



### Program Start Up

Every community that we partner with has different systems in place and datasets available.

In the first month of Hanover Park's program our intention would be to focus on building out the data in the GIS data model and we'll use the best sources of data that are available to do this whether those come from the village, the county, or partners who have done projects for you in the past.

The program begins with a simple set of questions from MGP that are designed to help us uncover the most authoritative source for all of your data. Our goal is to build out a quality dataset for Hanover Park as fast as we can so that the benefits of the GIS Consortium applications offered to your staff and residents are made available.

## Client Program Release Schedule

Project	Technology Benefits for Hanover Park	By When
GIS data model population	This is the one authoritative source of your data that will be made accessible for consumption by your staff, residents, and customers in a number of different ways	Month 1
Community Portal™	This is a web-based GIS Consortium application that will enhance service to your residents and customers by making it available from the village website 24/7	Month 2
MapOffice™ Web Access	This is a web-based GIS Consortium application that will bring Hanover Park's GIS to every staff members desktop to retrieve and view without the high cost of an Esri license per workstation	Month 2
Business Intelligence	This is a series of web services that can be set up between MapOffice™ Web Access and the enterprise systems you want to marry data together. (e.g. You could search for an address and then query your document management software or permitting system for information related to that property by tapping into those systems in real time)	30 days from project identification
Story Maps	This is a technology that can be used to share information about Special Events in Hanover Park, your historic landmarks, and even to share information about Capital Improvement projects with your elected officials. The uses of these maps is only limited by your creativity.	30 days from project identification
Collector	This is a technology that can be used by your staff to collect information about your assets like: trees, catch basins, fire hydrants, sidewalk trip hazards. (e.g. We worked with our clients in 2015 to create a project specifically related to the ADA compliance requirements.)	7 days from project identification
Community Essentials	This is our newest web-based GIS Consortium application that is designed to provide you with the ability to bring the data that is most important to you together in a meaningful way.	This product is currently being developed and we have a GIS Consortium Client Stakeholder Team using it now and providing us feedback so that we can continue its development keeping it targeted on client needs.

## Budget

Village of Hanover Park - GIS Budget		Remote Access Service (RAS) GIS Consortium Model			
50% Shared and 50% Direct					
PROGRAM STAFFING	2017	2018	2019	2020	2021
GIS Specialist					
GIS/RAS Specialist	66,829	68,833	70,898	73,025	75,216
GIS Coordinator	8,118	8,362	8,612	8,871	9,137
GIS Analyst	8,118	8,362	8,612	8,871	9,137
GIS Platform Administrator	5,672	5,842	6,017	6,198	6,384
GIS Developer	5,672	5,842	6,017	6,198	6,384
GIS Manager	5,672	5,842	6,017	6,198	6,384
PROGRAM STAFFING SUB-TOTAL	100,080	103,082	106,175	109,360	112,641
<b>LAYER DEVELOPMENT</b>					
Photogrammetric Mapping					
Rapid conversion					
Other					
LAYER DEVELOPMENT SUB-TOTAL					
<b>HARDWARE</b>					
GIS Workstation					
GIS Server					
Plotter/printer					
GIS Thin-client	1,500				
Other					
HARDWARE SUB-TOTAL	1,500				
<b>SOFTWARE (NEW)</b>					
ArcGIS Advanced (ESRI)					
ArcGIS Standard (ESRI)					
ArcGIS Basic Licenses (ESRI)					
ArcGIS Server (ESRI)					
ArcGIS Extensions					
GISC Shared Initiatives	3,500	4,800	4,800	4,800	4,800
Other					
SOFTWARE SUB-TOTAL	3,500	4,800	4,800	4,800	4,800
<b>MAINTENANCE &amp; LICENSES</b>					
ArcGIS Advanced (ESRI)					
ArcGIS Standard (ESRI)					
ArcGIS Basic Licenses (ESRI)	700	700	700	700	700
ArcGIS Server (ESRI)					
ArcGIS Extensions	500	500	500	500	500
ArcPad					
MAINTENANCE & LICENSES SUB-TOTAL	1,200	1,200	1,200	1,200	1,200
<b>OTHER COSTS</b>					
Supplies & Materials	500	500	500	500	500
Furniture & Fixtures	500				
GISC Initiation Fee	10,000				
Other					
OTHER COSTS SUB-TOTAL	11,000	500	500	500	500
TOTAL PROGRAM BUDGET	117,280	109,582	112,675	115,860	119,141

### **PROGRAM STAFFING (GISC Staffing model)**

This is the staffing component of the budget. These services are provided by MGP, founding partner of the GIS Consortium (GISC). An annual contract is required with MGP for these services.

- Rates and allocations are negotiated annually by the GISC Board of Directors on behalf of all members. Rates and allocations reset on January 1st for all members regardless of fiscal year.
- Your GISC allocation math is 46% based on 6.43 square miles. The GISC allocation model requires community allocations to be a factor of 10% and no less than 20%. This budget is based on a 50% shared allocation and a 50% direct allocation. A GIS specialist will be assigned to your community 5-days every 2-weeks excluding paid-time-off, holidays, and enrichment.
- This is a 12-month budget projection and the staffing will be distributed throughout the year. The first year may be prorated depending on start date.

### **LAYER DEVELOPMENT**

MGP staff will facilitate workshops with community departments to determine if the following items are needed for your GIS program. We encourage utilization of public and commercial products that are available at little or no cost. We do not anticipate any investment in the 1st year for these items. Staff may prioritize projects in future years.

#### Base Mapping

- The Base Mapping program is a collaborative initiative to collect aerial photos and to produce planimetric mapping (building footprints, road surface, curbs features etc.), topography mapping (elevation model, 1 foot contours) and digital orthoimagery (photography). The mapping accuracy of these products is generally 1"=50'.  
Rapid Conversion
- Rapid conversion is an option for off-shoring some of the larger dataset conversions particularly utilities. This item is generally utilized when there is no digital source and the data is being developed from paper.

### **HARDWARE**

We are recommending the remote access service (RAS) model.

- This model allows the community to keep its investment in hardware (and software) to a minimum.
- With the RAS option the community is not required to purchase a GIS workstation or server. Rather they share a workstation with other GISC communities.
- The thin-client accesses the shared GIS (RAS) Workstation across an adequate Internet connection. MGP will provide the minimum standard for this connection if the community selects this approach.
- The GIS (RAS) Workstation budget is based on the hours allocated to the GIS Specialist.

**SOFTWARE (NEW) - MAINTENANCE & LICENSES**

The community already owns and maintains some GIS related software. We have included your existing maintenance costs in this budget in order to provide a comprehensive GIS budget. We anticipate that some of these licenses may become redundant as the community become integrated into the GISC shared model. The MGP Client Account Manager will be providing revised budget recommendations on these and other items each year during the budgeting process.

The GISC Shared Initiatives under the SOFTWARE (NEW) section includes the hosting of the public and community versions of MapOffice(TM), Community-Portal(TM), ESRI Business Analyst Online, ArcGIS extensions and other items that are shared by the GISC membership.

**OTHER EXPENSES**

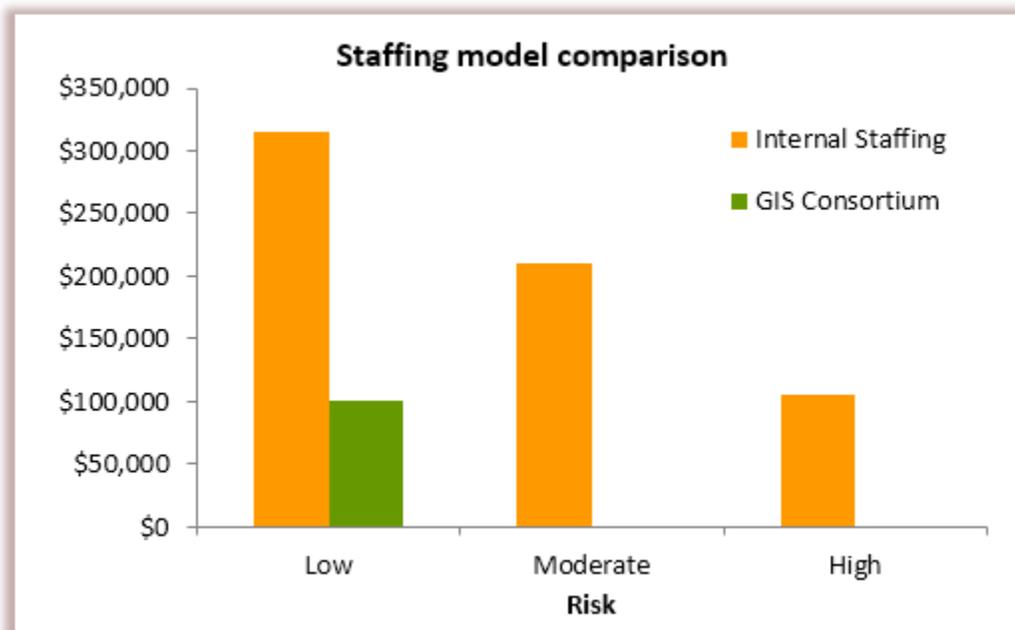
This section contains other expenses associated with the GIS program including an allowance for general supplies and materials and office furnishings if they do not already exist. The community is required to provide an adequate workplace with phone and Internet access.

There are no annual membership dues for the GIS Consortium. There is however a one-time membership initiation fee to join the GIS Consortium based on allocation level. It is based on the allocation size of the community.

## Staffing Model Comparison

What we know historically is that most GIS programs in local government fail. When MGP was created its mission was to provide high quality GIS programs to communities and make it affordable by sharing staff, software, and infrastructure (hardware). The local government model is successful because of the standards, collaboration, and accumulated intellectual property which is shared among all members.

These cost comparisons were developed by Mark Binkerd, IT Director in Glen Ellyn, because he wanted a way to communicate to the cost versus risk to his board as they looked at membership in the GIS Consortium. This first chart is designed to make a comparison in the cost and risk for internal staffing versus the staffing model offered by MGP through the GIS Consortium.



The green bar in the chart represents the cost to Hanover Park in the first year of membership in the GIS Consortium, and this solution has the lowest risk because MGP is accountable and has been delivering effective GIS programs in communities for over 18 years now. This staffing number (\$100,080) is reflected in the 5-year budget on page 5. The orange bars in the chart represent three possible scenarios that Hanover Park could implement including their costs and associated risk. All numbers in yellow include a .4 multiplier to account for the benefits you offer in local government.

Hanover Park, lowest risk would be hiring 3 people.

Hanover Park, medium risk would be hiring 2 people.

Hanover Park, high risk would be hiring 1 person.

Mark Binkerd also developed a cost comparison to distinguish hardware and software procurement on the following page which is separate component of the budget.

## Hardware and Software Procurement

This is a 5-year analysis that includes the purchase year and 4 years of maintenance.

Program Components	Sole Procurement		GIS Consortium	
	Purchase	Annual Maintenance	Purchase	Annual Maintenance
Membership & Shared Fees			\$13,500	\$4,800
<u>Onsite Infrastructure</u>				
GIS Workstation <sup>(1)</sup>	\$13,910	\$4,000	\$1,500	\$700
GIS Server <sup>(2)</sup>	\$9,500	\$2,250	Included	Included
Systems Administration <sup>(3)</sup>	\$800	\$400	Included	Included
<u>Co-Location Infrastructure</u>				
Web GIS Server <sup>(4)</sup>	\$0	\$0	Included	Included
Systems Administration <sup>(3)</sup>	\$0	\$0	Included	Included
<u>Solutions</u>				
Web mapping application	\$75,000	\$15,000	Included	Included
Esri Business Analyst	\$2,500	\$2,500	Included	Included
Esri ArcGIS 3D Analyst	\$2,250	\$500	Included	Included
Esri ArcGIS Publisher	\$2,250	\$500	Included	Included
Esri ArcGIS Network Analyst	\$2,250	\$500	Included	Included
	\$108,460	\$25,650	\$15,000	\$5,500
<b>5-Year Analysis</b>	<b>\$211,060</b>		<b>\$19,052</b>	
<small>The 5-year analysis includes the purchase year cost and 4 years of maintenance costs</small>				

### GIS Workstation <sup>(1)</sup>

Used by a GIS professional to manage GIS databases, perform analysis, and connect to department information to support decision-making. Includes a graphic-design workstation class desktop computer, Esri ArcGIS Advanced Desktop, and typical productivity software.

### GIS Server <sup>(2)</sup>

Used by community staff (inside the local network) to access GIS data and workflows using a browser mapping application (see Solutions - Web mapping application). Includes a server-grade computer, Esri ArcGIS Server Standard Workgroup, and typical web portal add-ons.

### Systems Administration <sup>(3)</sup>

All systems require some level of support for outages, upgrades, and general maintenance. This item includes hours of annual effort at a labor-rate of \$100/hour.

### Web GIS Server <sup>(4)</sup>

With the advent of ArcGIS Online the co-location may not be needed. You may want it if you decide to serve custom maps to the public, but this calculation we left it out.


**Village of Hanover Park**
**AGENDA MEMORANDUM**
**TO:** Village President and Board of Trustees

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

**SUBJECT:** Large Water Meter Replacement

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

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** February 16, 2017

**Executive Summary**

Staff is requesting a motion to waive competitive bidding and accept the quotation from Water Resources Inc. in the amount of \$24,750 for the purchase and change out of 30 large water meters in commercial and apartment buildings throughout the Village.

**Discussion**

Water Department staff will be preparing a list of locations where commercial water meter measuring chambers are worn and not measuring accurately. The 2017 budget includes \$25,000 for the purchase and change out of thirty (30) Neptune large water meters in commercial and apartment buildings throughout the Village. This is a project that began in 2014 and should be completed by fiscal year 2023. This is a sole source purchase, as Water Resources is the only Neptune distributor in Northern Illinois.

**Recommended Action**

Motion to waive competitive bidding and accept the quotation from Water Resources for the purchase and change out of 30 large water meters in commercial and apartment buildings throughout the Village in an amount not to exceed \$24,750 and authorize the Village Manager to execute the necessary documents. *A two-thirds vote of the Village Board is required.*

**Attachments:** Quotation

<b>Budgeted Item:</b>	<u>  X  </u> Yes	<u>    </u> No
<b>Budgeted Amount:</b>	\$25,000	
<b>Actual Cost:</b>	\$24,750	
<b>Account Number:</b>	50-50-5040-403-446	

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

Executed By: Juliana Maller

 Regular Board Meeting  
February 16, 2017 Pg. 73



## WATER RESOURCES

January 20, 2017

Rich Rusch  
 Village of Hanover Park  
 2121 West Lake Street  
 Hanover Park, IL 60133

RE: Village of Hanover Park Large Meter Installation Quote for Fiscal Year 2017

<u>Quantity</u>	<u>Description</u>	<u>Each Cost</u>	<u>Extended Cost</u>
30	1 1/2" T-10 ProRead Gallons Meters Cost	\$ 405.00	\$12,150.00
30	R900 V4 MIU's Cost (Wall Version)	\$ 100.00	\$ 3,000.00
30	1 1/2" Meter Installation Labor Cost	\$ 320.00	\$ <u>9,600.00</u>
	Total Cost		\$24,750.00

Labor cost for installation of new Neptune 1 1/2" T-10 meters and R900 MIU's in commercial accounts located throughout the Village. Work would utilize Water Services Company's Illinois-licensed plumbers who would perform the following: remove existing meter and R900 MIU, replace with new Neptune meter and R900 MIU, record new MIU ID number, old meter final reading and any other necessary installation information needed by the Village in future meter reading cycles. Water Services Company's Call Center staff will fielding incoming calls to schedule appointments after initial notification letters are mailed out by the Village and will answer to queries and requests from Hanover Park water customers about the program.

Please call with any questions or additional requests.

Very truly yours,

Michael D. Pedone  
 Water Resources Incorporated

MDP/jt



**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:** February 16, 2017

**Recommended Action**

Approve Warrant 2/16/2017 in the amount of \$375,883.08

Approve Warrant Paid in Advance (1/27/2017-2/09/2017) in the amount of \$663,001.40

JM:smk

Attachments: Warrants

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

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



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>										
393306	office supplies	Open		01/30/2017	02/17/2017	01/30/2017			167.05	
							Vendor <b>72 - Accurate Office Supply Co</b> Totals	Invoices	1	\$167.05
Vendor <b>5794 - BridgePay Network Solutions LLC</b>										
1564	1/17 E-Water Bill Services (2,124 transactions)	Open		02/01/2017	02/17/2017	02/01/2017			212.40	
							Vendor <b>5794 - BridgePay Network Solutions LLC</b> Totals	Invoices	1	\$212.40
Vendor <b>967 - Com Ed</b>										
0275090072-1/17	12/28-1/30 Westview	Open		02/01/2017	02/17/2017	02/01/2017			115.88	
0303064208-1/17	12/28-1/30 Barrington Rd Sign	Open		02/01/2017	02/17/2017	02/01/2017			105.11	
2739065057-1/17	12/28-1/27 Hartmann	Open		02/01/2017	02/17/2017	02/01/2017			120.81	
3507062010-1/17	12/27-1/27 Turnberry	Open		02/01/2017	02/17/2017	02/01/2017			181.74	
5939030006-1/17	12/28-1/30 Kingsbury	Open		02/01/2017	02/17/2017	02/01/2017			204.13	
6467010006-1/17	12/21-1/25 Northway	Open		02/01/2017	02/17/2017	02/01/2017			97.61	
7587125092-1/17	12/28-1/27 Central	Open		02/01/2017	02/17/2017	02/01/2017			226.94	
1890092011-1/17	1/4-2/1 Pond Aerators	Open		02/06/2017	02/17/2017	02/06/2017			32.20	
							Vendor <b>967 - Com Ed</b> Totals	Invoices	8	\$1,084.42
Vendor <b>968 - Com Ed</b>										
6933095059-1/17	12/16-1/20 Rate 23 Street Lighting	Open		02/01/2017	02/17/2017	02/01/2017			964.80	
							Vendor <b>968 - Com Ed</b> Totals	Invoices	1	\$964.80
Vendor <b>1005 - Constellation New Energy Inc</b>										
1E12145-1/17	12/28-1/26 Longmeadow	Open		02/06/2017	02/17/2017	02/06/2017			2,351.37	
1E12303-1/17	12/28-1/26 County Farm	Open		02/06/2017	02/17/2017	02/06/2017			178.19	
1E12368-1/17	12/28-1/26 STP1	Open		02/06/2017	02/17/2017	02/06/2017			9,365.74	
1E12442-1/17	12/28-1/26 Plum Tree	Open		02/06/2017	02/17/2017	02/06/2017			225.57	
1E12495-1/17	12/28-1/26 Well #4	Open		02/06/2017	02/17/2017	02/06/2017			1,494.47	
1E12570-1/17	12/28-1/26 Bayside	Open		02/06/2017	02/17/2017	02/06/2017			1,329.14	
1E12652-1/17	12/28-1/26 Evergreen	Open		02/06/2017	02/17/2017	02/06/2017			1,666.24	
1E12807-1/17	12/28-1/26 Well #5	Open		02/06/2017	02/17/2017	02/06/2017			469.76	
							Vendor <b>1005 - Constellation New Energy Inc</b> Totals	Invoices	8	\$17,080.48
Vendor <b>1034 - Corporate Business Cards</b>										
243761	business cards	Open		01/30/2017	02/17/2017	01/30/2017			61.70	
244163	business cards	Open		01/30/2017	02/17/2017	01/30/2017			89.71	
							Vendor <b>1034 - Corporate Business Cards</b> Totals	Invoices	2	\$151.41



# Accounts Payable Invoice Report 6-AP9

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>1619 - Gatso USA</b>									
2017-699	1/17 Red Light Camera Payment	Open		02/07/2017	02/17/2017	02/07/2017			2,565.00
			Vendor <b>1619 - Gatso USA</b> Totals				Invoices	1	<u>\$2,565.00</u>
Vendor <b>4941 - Illinois Power Marketing</b>									
103908017011	1/17 Street Lighting	Open		02/01/2017	02/17/2017	02/01/2017			5,633.91
			Vendor <b>4941 - Illinois Power Marketing</b> Totals				Invoices	1	<u>\$5,633.91</u>
Vendor <b>5729 - InfoSend, Inc.</b>									
116258	Water Bill Printing & Postage (1/17)	Open		02/09/2017	02/17/2017	02/09/2017			5,309.10
			Vendor <b>5729 - InfoSend, Inc.</b> Totals				Invoices	1	<u>\$5,309.10</u>
Vendor <b>4756 - IRMA</b>									
SALES15743	12/16 IRMA Deductible	Open		12/31/2016	02/17/2017	12/31/2016			4,394.77
10038	Underground Storage Tanks-2017	Open		02/07/2017	02/17/2017	02/07/2017			3,352.14
10074	Volunteer Coverage (11/1/16-11/1/17)	Open		02/07/2017	02/17/2017	02/07/2017			721.00
SALES15829	1/17 IRMA Deductible	Open		02/07/2017	02/17/2017	02/07/2017			9,680.18
			Vendor <b>4756 - IRMA</b> Totals				Invoices	4	<u>\$18,148.09</u>
Vendor <b>3053 - Neopost USA Inc</b>									
15050393	Shipping Charge-Labels	Open		02/06/2017	02/17/2017	02/06/2017			6.99
			Vendor <b>3053 - Neopost USA Inc</b> Totals				Invoices	1	<u>\$6.99</u>
Vendor <b>5919 - NGS Medicare Illinois</b>									
16-1896	Refund Overpaid Ambulance Fee	Open		02/06/2017	02/17/2017	02/06/2017			359.98
			Vendor <b>5919 - NGS Medicare Illinois</b> Totals				Invoices	1	<u>\$359.98</u>
Vendor <b>3082 - Nicor Gas</b>									
0249471000-1/17	12/31-2/1 Well #4	Open		02/06/2017	02/17/2017	02/06/2017			253.88
8532641000-1/17	12/31-2/1 Train Station	Open		02/06/2017	02/17/2017	02/06/2017			499.75
			Vendor <b>3082 - Nicor Gas</b> Totals				Invoices	2	<u>\$753.63</u>
Vendor <b>3332 - Paul, Bernard Z</b>									
11907	11/16 Legal Services-Aman Living LLC/TIF#5	Open		12/31/2016	02/17/2017	12/31/2016			3,906.00
11908	12/16 Retainer	Open		12/31/2016	02/17/2017	12/31/2016			7,762.50
11909	11/16 Legal Services-TIF#3-HSQ	Open		12/31/2016	02/17/2017	12/31/2016			2,150.00
11910	11/16 Legal Services-General Matters	Open		12/31/2016	02/17/2017	12/31/2016			7,164.20



# Accounts Payable Invoice Report 6 APR

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>3332 - Paul, Bernard Z</b>										
IMLA2016	IMLA Conference Expenses	Open		12/31/2016	02/17/2017	12/31/2016			2,087.45	
Vendor <b>3332 - Paul, Bernard Z</b> Totals								Invoices	5	\$23,070.15
Vendor <b>3680 - Ricoh USA Inc</b>										
5046782330-2016	10/30/16-12/31/16 Copy Charges-VH	Open		12/31/2016	02/17/2017	12/31/2016			1,043.06	
5046782330-2017	1/1-1/29 Copy Charges-VH	Open		02/01/2017	02/17/2017	02/01/2017			521.51	
98246711	2/17 Copier Lease-VH	Open		02/09/2017	02/17/2017	02/09/2017			609.66	
Vendor <b>3680 - Ricoh USA Inc</b> Totals								Invoices	3	\$2,174.23
Vendor <b>4118 - Storino, Ramello &amp; Durkin</b>										
71378	12/16 Legal Services-Prosecution	Open		12/31/2016	02/17/2017	12/31/2016			3,267.18	
71379	12/16 Legal Services-Impoundment	Open		12/31/2016	02/17/2017	12/31/2016			1,050.70	
71380	12/16 Legal Services-Justine Blundell aka Justine Larson Admin	Open		12/31/2016	02/17/2017	12/31/2016			372.00	
71381	12/16 Legal Services-Mark Sato Admin Review Case 16M36631	Open		12/31/2016	02/17/2017	12/31/2016			124.00	
71382	12/16 Legal Services-Robert L Guzman Admin Review	Open		12/31/2016	02/17/2017	12/31/2016			315.40	
Vendor <b>4118 - Storino, Ramello &amp; Durkin</b> Totals								Invoices	5	\$5,129.28
Vendor <b>4543 - Warehouse Direct</b>										
3351910-0	office supplies	Open		01/30/2017	02/17/2017	01/30/2017			117.83	
Vendor <b>4543 - Warehouse Direct</b> Totals								Invoices	1	\$117.83
Vendor <b>Anees Azmi</b>										
41116	Escrow refund for 1931 Hollywood Avenue	Open		01/30/2017	02/17/2017	01/30/2017			400.00	
Vendor <b>Anees Azmi</b> Totals								Invoices	1	\$400.00
Vendor <b>Potestivo &amp; Associates</b>										
24039	Transfer stamp refund for 7N130 Barrington Road	Open		01/30/2017	02/17/2017	01/30/2017			333.00	
Vendor <b>Potestivo &amp; Associates</b> Totals								Invoices	1	\$333.00
Vendor <b>Syed &amp; Syeda Qadri</b>										
24286	Transfer stamp refund for 8037Oliva- bought 1047 Parkview	Open		01/30/2017	02/17/2017	01/30/2017			588.00	
Vendor <b>Syed &amp; Syeda Qadri</b> Totals								Invoices	1	\$588.00



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
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>Maria Rocha</b>										
P0252-001801	Refund Duplicate Parking Ticket Payment	Open		12/31/2016	02/17/2017	12/31/2016			50.00	
							Vendor <b>Maria Rocha</b> Totals	Invoices	1	\$50.00
Vendor <b>Luke Vrkljan</b>										
102416	Escrow refund for 1816 Sequoia	Open		01/30/2017	02/17/2017	01/30/2017			5,000.00	
							Vendor <b>Luke Vrkljan</b> Totals	Invoices	1	\$5,000.00
Sub-Department <b>Finance Admin.Check Request Finance Administration,Check Request</b> Totals							Invoices	51	\$89,299.75	
Department <b>Finance Admin - Finance Administration</b> Totals							Invoices	51	\$89,299.75	

## Finance Admin Finance Administration

Department **Fire Admin - Fire Administration**

Sub-Department **Fire Admin.Check Request Fire Administration,Check Request**

Vendor <b>4769 - Air One Equipment Inc</b>										
119220	Compressor Maintenance-St#1	Open		01/30/2017	02/17/2017	01/30/2017			652.25	
119221	Breathing Air Test Semi-annual Compressor Maintenance-St#2 Breathing Air Test Semi-annual	Open		01/30/2017	02/17/2017	01/30/2017			622.25	
							Vendor <b>4769 - Air One Equipment Inc</b> Totals	Invoices	2	\$1,274.50
Vendor <b>156 - Airgas USA LLC</b>										
1947328	EMS Oxygen	Open		01/30/2017	02/17/2017	01/30/2017			398.47	
							Vendor <b>156 - Airgas USA LLC</b> Totals	Invoices	1	\$398.47
Vendor <b>593 - Bound Tree Medical LLC</b>										
82391603	EMS Inventory Tags	Open		01/30/2017	02/17/2017	01/30/2017			55.68	
							Vendor <b>593 - Bound Tree Medical LLC</b> Totals	Invoices	1	\$55.68
Vendor <b>4749 - Case Lots Inc</b>										
001605	Station Supplies	Open		01/30/2017	02/17/2017	01/30/2017			1,003.15	
							Vendor <b>4749 - Case Lots Inc</b> Totals	Invoices	1	\$1,003.15
Vendor <b>1484 - Fireground Supply Inc</b>										
16765	Gear Coat and Namepatch Repair	Open		01/30/2017	02/17/2017	01/30/2017			40.00	
							Vendor <b>1484 - Fireground Supply Inc</b> Totals	Invoices	1	\$40.00



# Accounts Payable Invoice Report 6-AP9

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4754 - Fox Valley Fire &amp; Safety</b>									
IN00059223	Fire Extinguisher Recharge & Repair	Open		01/30/2017	02/17/2017	01/30/2017			243.20
			Vendor <b>4754 - Fox Valley Fire &amp; Safety</b> Totals				Invoices	1	<u>\$243.20</u>
Vendor <b>2002 - IAFC Membership</b>									
2017-0038819	Membership Fee - Chief Haigh	Open		01/30/2017	02/17/2017	01/30/2017			259.00
			Vendor <b>2002 - IAFC Membership</b> Totals				Invoices	1	<u>\$259.00</u>
Vendor <b>5917 - Garrett Kody</b>									
W566974543	Battery Tools	Open		01/30/2017	02/17/2017	01/30/2017			917.00
			Vendor <b>5917 - Garrett Kody</b> Totals				Invoices	1	<u>\$917.00</u>
Vendor <b>2810 - Menards</b>									
50982	Supplies	Open		01/30/2017	02/17/2017	01/30/2017			79.71
			Vendor <b>2810 - Menards</b> Totals				Invoices	1	<u>\$79.71</u>
Vendor <b>5777 - On Time Embroidery Inc</b>									
38990	Uniforms-Collins	Open		01/30/2017	02/17/2017	01/30/2017			67.00
39002	Uniforms-Ordinario	Open		01/30/2017	02/17/2017	01/30/2017			107.00
39004	Uniforms - Nick Rossberg	Open		01/30/2017	02/17/2017	01/30/2017			194.00
39050	Uniforms-Pikora	Open		01/30/2017	02/17/2017	01/30/2017			440.00
39139	Uniforms - Gibbons	Open		01/30/2017	02/17/2017	01/30/2017			13.00
			Vendor <b>5777 - On Time Embroidery Inc</b> Totals				Invoices	5	<u>\$821.00</u>
Vendor <b>5692 - Paul Conway Shields</b>									
0397366-IN	Helmet and Vehicle Tags	Open		01/30/2017	02/17/2017	01/30/2017			985.79
			Vendor <b>5692 - Paul Conway Shields</b> Totals				Invoices	1	<u>\$985.79</u>
Vendor <b>5819 - SAFEbuilt - Illinois</b>									
0027785-IN	Plumbing Inspections - December 2016	Open		12/31/2016	02/17/2017	12/31/2016			2,440.00
			Vendor <b>5819 - SAFEbuilt - Illinois</b> Totals				Invoices	1	<u>\$2,440.00</u>
Vendor <b>3807 - Sam's Club/Synchrony Bank</b>									
2017-000988	Sheets and Pillow	Open		01/30/2017	02/17/2017	01/30/2017			59.94
2017-001210	Supplies - FD	Open		01/30/2017	02/17/2017	01/30/2017			270.82
			Vendor <b>3807 - Sam's Club/Synchrony Bank</b> Totals				Invoices	2	<u>\$330.76</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4925 - Strypes Plus More Inc</b>										
13692	Labels for Vehicles	Open		01/30/2017	02/17/2017	01/30/2017			272.60	
Vendor <b>4925 - Strypes Plus More Inc</b> Totals								Invoices	1	\$272.60
Vendor <b>4543 - Warehouse Direct</b>										
3338891-0	FD Supplies	Open		01/30/2017	02/17/2017	01/30/2017			101.72	
3339003-0	Supplies - FD	Open		01/30/2017	02/17/2017	01/30/2017			34.80	
3354441-0	Supplies - FD	Open		01/30/2017	02/17/2017	01/30/2017			37.03	
Vendor <b>4543 - Warehouse Direct</b> Totals								Invoices	3	\$173.55
Sub-Department <b>Fire Admin.Check Request Fire Administration,Check Request</b> Totals								Invoices	23	\$9,294.41
Department <b>Fire Admin - Fire Administration</b> Totals								Invoices	23	\$9,294.41
<b>Fire Admin Fire Administration</b>										
Department <b>Fire Inspect Svc - Fire Inspectional Services</b>										
Vendor <b>America Property Management, LLC</b>										
2016-1267	Bond Refund-- 7612 Cumberland Dr	Open		01/26/2017	02/17/2017	01/26/2017			240.00	
Vendor <b>America Property Management, LLC</b> Totals								Invoices	1	\$240.00
Vendor <b>Arcos Enviromental Service, Inc.</b>										
2016-1721	Bond Refund-- 2203 Burr Oak St	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
Vendor <b>Arcos Enviromental Service, Inc.</b> Totals								Invoices	1	\$100.00
Vendor <b>Champion Window Co.</b>										
2015-050	Bond Refund-- 1685 Wildwood	Open		01/31/2017	02/17/2017	01/31/2017			100.00	
Vendor <b>Champion Window Co.</b> Totals								Invoices	1	\$100.00
Vendor <b>Chicagoland Home Construction</b>										
2016-1834	Bond Refund-- 1820 Whitney Dr	Open		01/26/2017	02/17/2017	01/26/2017			100.00	
Vendor <b>Chicagoland Home Construction</b> Totals								Invoices	1	\$100.00
Vendor <b>Dubois Paving Co.</b>										
2015-098	Bond Refund-- 1340 Laguna Ct Unit A	Open		01/27/2017	02/17/2017	01/27/2017			125.00	
2015-097	Bond Refund-- 1350 Laguna Ct Unit A	Open		01/27/2017	02/17/2017	01/27/2017			155.00	
2015-1165	Bond Refund-- 7700 Old Salem Rd	Open		02/06/2017	02/17/2017	02/06/2017			745.00	
Vendor <b>Dubois Paving Co.</b> Totals								Invoices	3	\$1,025.00



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>First Priority DRI</b>										
2016-463	Bond Refund-- 3885 Pondview Dr	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
Vendor <b>First Priority DRI</b> Totals								Invoices	1	\$100.00
Vendor <b>Fortis Concrete</b>										
2016-406	Bond Refund-- 8092 Carnaby CT S	Open		01/26/2017	02/17/2017	01/26/2017			100.00	
Vendor <b>Fortis Concrete</b> Totals								Invoices	1	\$100.00
Vendor <b>Four Seasons Heating &amp; A/C</b>										
2015-091	Bond Refund-- 7461 Brookside	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
2015-592	Bond Refund-- 6731 Peach Tree	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
Vendor <b>Four Seasons Heating &amp; A/C</b> Totals								Invoices	2	\$200.00
Vendor <b>Highlander Improvement Co</b>										
2015-1302	Bond Refund-- 4605 Whitney Dr	Open		01/26/2017	02/17/2017	01/26/2017			100.00	
2015-1129	Bond Refund-- 2293 Wildwood Ln	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
Vendor <b>Highlander Improvement Co</b> Totals								Invoices	2	\$200.00
Vendor <b>Abdulah Hodzic</b>										
2015-1035	Bond Refund-- 1665 Greenwood Ave	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
Vendor <b>Abdulah Hodzic</b> Totals								Invoices	1	\$100.00
Vendor <b>Hometown Construction</b>										
2015-1293	Bond Refund-- 1525 Lake St Unit A	Open		01/27/2017	02/17/2017	01/27/2017			145.00	
Vendor <b>Hometown Construction</b> Totals								Invoices	1	\$145.00
Vendor <b>RG Stamping, LLC</b>										
2015-534	Bond Refund--2040 Laurel Ave	Open		01/27/2017	02/17/2017	01/27/2017			980.00	
Vendor <b>RG Stamping, LLC</b> Totals								Invoices	1	\$980.00
Vendor <b>Rose Paving, LLC</b>										
2016-1712	Bond Refund-- 7630 Barrington Rd	Open		01/27/2017	02/17/2017	01/27/2017			105.00	
2016-1713	Bond Refund-- 7630 Barrington Rd	Open		01/27/2017	02/17/2017	01/27/2017			1,375.00	
Vendor <b>Rose Paving, LLC</b> Totals								Invoices	2	\$1,480.00
Vendor <b>Holly Schlueter</b>										
2015-1205	Bond Refund-- 1950 McCormick	Open		01/31/2017	02/17/2017	01/31/2017			100.00	
Vendor <b>Holly Schlueter</b> Totals								Invoices	1	\$100.00



# Accounts Payable Invoice Report 6 APR

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>Style by Carden Exteriors</b>										
2015-354	Bond Refund-- 1841 Poplar Ave	Open		02/06/2017	02/17/2017	02/06/2017			100.00	
	Vendor <b>Style by Carden Exteriors</b> Totals							Invoices	1	<u>\$100.00</u>
Vendor <b>Sunshine Exteriors LLC</b>										
2015-1066	Bond Refund-- 2283 Leeward Ln	Open		01/27/2017	02/17/2017	01/27/2017			100.00	
	Vendor <b>Sunshine Exteriors LLC</b> Totals							Invoices	1	<u>\$100.00</u>
Vendor <b>Top to Bottom Remodeling Inc</b>										
2016-1842	Bond Refund-- 1425 Apache	Open		01/31/2017	02/17/2017	01/31/2017			230.00	
	Vendor <b>Top to Bottom Remodeling Inc</b> Totals							Invoices	1	<u>\$230.00</u>
Vendor <b>Window Works</b>										
2015-1049	Bond Refund-- 2229 Leeward	Open		01/27/2017	02/17/2017	01/27/2017			100.00	
2016-1764	Bond Refund-- 1619 Celebrity Cir W	Open		01/31/2017	02/17/2017	01/31/2017			100.00	
	Vendor <b>Window Works</b> Totals							Invoices	2	<u>\$200.00</u>
Vendor <b>Your Handyman Inc</b>										
2016-1828	Bond Refund-- 1250 Walnut Ave	Open		01/26/2017	02/17/2017	01/26/2017			200.00	
	Vendor <b>Your Handyman Inc</b> Totals							Invoices	1	<u>\$200.00</u>
	Department <b>Fire Inspect Svc - Fire Inspectional Services</b> Totals							Invoices	25	<u>\$5,800.00</u>
<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>125 - Advocate Occupational Health</b>										
642840	medical services	Open		01/26/2017	02/17/2017	01/26/2017			411.76	
	Vendor <b>125 - Advocate Occupational Health</b> Totals							Invoices	1	<u>\$411.76</u>
Vendor <b>4775 - Alexian Brothers Corporate Health Services</b>										
616714	medical services	Open		12/30/2016	02/17/2017	12/30/2016			67.00	
	Vendor <b>4775 - Alexian Brothers Corporate Health Services</b> Totals							Invoices	1	<u>\$67.00</u>
Vendor <b>4854 - I/O Solutions Inc</b>										
NS63730	FireFighter Tests	Open		01/26/2017	02/17/2017	01/26/2017			983.00	
	Vendor <b>4854 - I/O Solutions Inc</b> Totals							Invoices	1	<u>\$983.00</u>
Vendor <b>5922 - Peter R Meyers</b>										
16-822	Arbitration	Open		12/30/2016	02/17/2017	12/30/2016			4,728.38	
	Vendor <b>5922 - Peter R Meyers</b> Totals							Invoices	1	<u>\$4,728.38</u>



# Accounts Payable Invoice Report 6-AP9

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4745 - Scholarship America</b> 115894	Scholarship management fee	Open		12/30/2016	02/17/2017	12/30/2016			264.00
Vendor <b>4745 - Scholarship America</b> Totals							Invoices	1	<u>\$264.00</u>
Vendor <b>4990 - Walgreen Company</b> 64596IMZ_Dec2016	flu shots	Open		12/30/2016	02/17/2017	12/30/2016			1,288.00
Vendor <b>4990 - Walgreen Company</b> Totals							Invoices	1	<u>\$1,288.00</u>
Vendor <b>4681 - Workplace Solutions LLC</b> INV11214	EAP Services	Open		01/26/2017	02/17/2017	01/26/2017			559.87
Vendor <b>4681 - Workplace Solutions LLC</b> Totals							Invoices	1	<u>\$559.87</u>
Sub-Department <b>HR Department.Check Request Human Resources Department,Check Request</b> Totals							Invoices	7	<u>\$8,302.01</u>
Department <b>HR Department - Human Resources Department</b> Totals							Invoices	7	<u>\$8,302.01</u>

## HR Department Human Resources Department

Department <b>IT - Information Technology</b> Vendor <b>4790 - CDW Government</b>									
GNS0505	Memory Cards	Open		02/06/2017	02/17/2017	02/06/2017			74.95
GNS3235	Memory Cards	Open		02/06/2017	02/17/2017	02/06/2017			139.95
GQB4855	Check MICR Toner	Open		02/06/2017	02/17/2017	02/06/2017			512.80
GQC4099	Network Storage	Open		02/06/2017	02/17/2017	02/06/2017			217.78
GQL6193	Replacement Monitors	Open		02/06/2017	02/17/2017	02/06/2017			649.95
GQL9064	Additional Paper Trays-Finance	Open		02/06/2017	02/17/2017	02/06/2017			474.98
Vendor <b>4790 - CDW Government</b> Totals							Invoices	6	<u>\$2,070.41</u>
Vendor <b>4759 - Nextel Communications</b> 622730512-180	Modem Jan 17	Open		02/06/2017	02/17/2017	02/06/2017			42.24
Vendor <b>4759 - Nextel Communications</b> Totals							Invoices	1	<u>\$42.24</u>
Vendor <b>5365 - Sentinel Technologies Inc</b> P617615	Cisco Smartnet - Routers/Switches	Open		02/06/2017	02/17/2017	02/06/2017			14,921.00
Vendor <b>5365 - Sentinel Technologies Inc</b> Totals							Invoices	1	<u>\$14,921.00</u>
Vendor <b>4108 - Steiner Electric Company</b> S005614583.001	Network Cabling Supply	Open		02/06/2017	02/17/2017	02/06/2017			312.82
Vendor <b>4108 - Steiner Electric Company</b> Totals							Invoices	1	<u>\$312.82</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4454 - Verizon Wireless</b> 9779147427	Verizon Wireless	Open		02/06/2017	02/17/2017	02/06/2017			7,180.88
			Vendor <b>4454 - Verizon Wireless</b> Totals				Invoices	1	<u>7,180.88</u>
Vendor <b>5813 - Word Systems</b> SO11806	Phone Recording System & Warranty	Open		12/31/2016	02/17/2017	12/31/2016			3,275.00
			Vendor <b>5813 - Word Systems</b> Totals				Invoices	1	<u>3,275.00</u>
Sub-Department <b>IT.Check Request Information Technology,Check Request</b> Vendor <b>5921 - Cinemation Inc</b> 2065	Replacement Speakers	Open		02/06/2017	02/17/2017	02/06/2017			481.00
			Vendor <b>5921 - Cinemation Inc</b> Totals				Invoices	1	<u>481.00</u>
Vendor <b>5915 - Identity Automation LP</b> INV-00838	Support Renewal Two Factor PD	Open		12/30/2016	02/17/2017	12/30/2016			1,592.50
			Vendor <b>5915 - Identity Automation LP</b> Totals				Invoices	1	<u>1,592.50</u>
Vendor <b>3680 - Ricoh USA Inc</b> 29767359	Copier Lease VMO	Open		02/06/2017	02/17/2017	02/06/2017			148.68
			Vendor <b>3680 - Ricoh USA Inc</b> Totals				Invoices	1	<u>148.68</u>
	Sub-Department <b>IT.Check Request Information Technology,Check Request</b> Totals						Invoices	3	<u>2,222.18</u>
	Department <b>IT - Information Technology</b> Totals						Invoices	14	<u><u>30,024.53</u></u>

## IT Information Technology

Department **PD Admin - PD Administration**

Sub-Department **PD Admin.Check Request PD Administration,Check Request**

Vendor <b>4815 - Associated Bag Company</b> N695293	Evidence Supplies	Open		01/23/2017	02/17/2017	02/06/2017			697.24
			Vendor <b>4815 - Associated Bag Company</b> Totals				Invoices	1	<u>697.24</u>
Vendor <b>715 - Camic Johnson Ltd</b> 147	Preside over Adjudication Hearings	Open		02/06/2017	02/17/2017	02/06/2017			660.00
			Vendor <b>715 - Camic Johnson Ltd</b> Totals				Invoices	1	<u>660.00</u>
Vendor <b>4923 - Cook County Clerk</b> Sherrill2017	Notary - Sherrill	Open		02/01/2017	02/17/2017	02/06/2017			10.00
			Vendor <b>4923 - Cook County Clerk</b> Totals				Invoices	1	<u>10.00</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4766 - DuPage County</b>										
IA261	CJIS 4th Quarter 2016	Open		01/24/2017	02/17/2017	02/06/2017			750.00	
							Vendor <b>4766 - DuPage County</b> Totals	Invoices	1	\$750.00
Vendor <b>5920 - H&amp;C Headwear Inc</b>										
1611415-IN	Promotion Caps	Open		12/31/2016	02/17/2017	12/31/2016			288.00	
							Vendor <b>5920 - H&amp;C Headwear Inc</b> Totals	Invoices	1	\$288.00
Vendor <b>1999 - IACE</b>										
1999-2017	Annual Membership-Carillo, Foley, Fuchs, Hoffman, Rosado, Wagner	Open		02/06/2017	02/17/2017	02/06/2017			150.00	
							Vendor <b>1999 - IACE</b> Totals	Invoices	1	\$150.00
Vendor <b>2136 - IPELRA</b>										
2136-030317	Training - Menough, Ciancio, Johnson	Open		02/06/2017	02/17/2017	02/06/2017			585.00	
							Vendor <b>2136 - IPELRA</b> Totals	Invoices	1	\$585.00
Vendor <b>2430 - L3 Communications Mobile-Vision Inc</b>										
251177-IN	L3 Printer Ribbon	Open		01/19/2017	02/17/2017	02/06/2017			60.50	
							Vendor <b>2430 - L3 Communications Mobile-Vision Inc</b> Totals	Invoices	1	\$60.50
Vendor <b>3102 - North East Multi-Regional Training</b>										
215360	Training - Arroyo	Open		01/27/2017	02/17/2017	02/06/2017			400.00	
							Vendor <b>3102 - North East Multi-Regional Training</b> Totals	Invoices	1	\$400.00
Vendor <b>4770 - Northern Illinois Police Alarm System</b>										
11358	Annual Dues	Open		02/06/2017	02/17/2017	02/06/2017			400.00	
11359	EST Annual Dues	Open		02/06/2017	02/17/2017	02/06/2017			4,800.00	
11360	MFF Annual Dues & Communication Assessment	Open		02/06/2017	02/17/2017	02/06/2017			1,005.00	
							Vendor <b>4770 - Northern Illinois Police Alarm System</b> Totals	Invoices	3	\$6,205.00
Vendor <b>3401 - Pieczynski, Linda S</b>										
6625	Roll Call News	Open		01/24/2017	02/17/2017	02/06/2017			182.00	
							Vendor <b>3401 - Pieczynski, Linda S</b> Totals	Invoices	1	\$182.00
Vendor <b>3608 - Ray O'Herron Co</b>										
1705853-IN	Uniforms - Plaia	Open		01/30/2017	02/17/2017	02/06/2017			144.94	
1706818-IN	Uniforms - Diaz	Open		02/03/2017	02/17/2017	02/06/2017			407.79	
1707170-IN	Uniforms - Sherrill	Open		02/06/2017	02/17/2017	02/06/2017			56.94	
							Vendor <b>3608 - Ray O'Herron Co</b> Totals	Invoices	3	\$609.67



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>3782 - Sacred Spaces Inc</b>									
3782-013117	Clinical Consultation	Open		01/31/2017	02/17/2017	02/06/2017			170.00
Vendor <b>3782 - Sacred Spaces Inc</b> Totals							Invoices	1	<u>\$170.00</u>
Vendor <b>5902 - Terrence Sherrill</b>									
5902-011217	Training Mileage - Sherrill	Open		01/12/2017	02/17/2017	02/06/2017			100.58
Vendor <b>5902 - Terrence Sherrill</b> Totals							Invoices	1	<u>\$100.58</u>
Vendor <b>5266 - Mariola Skonieczna</b>									
HP17001464	Meal & Gas Reimbursement	Open		02/06/2017	02/17/2017	02/06/2017			65.64
Vendor <b>5266 - Mariola Skonieczna</b> Totals							Invoices	1	<u>\$65.64</u>
Sub-Department <b>PD Admin.Check Request PD Administration,Check Request</b> Totals							Invoices	19	<u>\$10,933.63</u>
Department <b>PD Admin - PD Administration</b> Totals							Invoices	19	<u>\$10,933.63</u>

## PD Admin PD Administration

Department **PD Staff Svcs - PD Staff Services**

Vendor <b>1598 - Galls, LLC</b>									
6827438	Uniforms	Open		12/24/2016	02/17/2017	12/31/2016			282.73
Vendor <b>1598 - Galls, LLC</b> Totals							Invoices	1	<u>\$282.73</u>
Vendor <b>5846 - Renaissance Communication Systems</b>									
17-9047	Building Alert System	Open		12/31/2016	02/17/2017	12/31/2016			7,595.00
Vendor <b>5846 - Renaissance Communication Systems</b> Totals							Invoices	1	<u>\$7,595.00</u>
Department <b>PD Staff Svcs - PD Staff Services</b> Totals							Invoices	2	<u>\$7,877.73</u>

## PD Staff Svcs PD Staff Services

Department **PW Admin - PW Administration**

Vendor <b>5797 - Gewalt Hamilton Associates Inc</b>									
4745-216 - 4G	Improvements to the existing athletic field complex	Open		12/31/2016	02/17/2017	12/31/2016			5,145.00
4745.216 - 3G	Improvements to the existing athletic field complex	Open		12/31/2016	02/17/2017	12/31/2016			7,428.25
Vendor <b>5797 - Gewalt Hamilton Associates Inc</b> Totals							Invoices	2	<u>\$12,573.25</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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
Sub-Department <b>PW Admin.Check Request PW Administration,Check Request</b>									
Vendor <b>4769 - Air One Equipment Inc</b>									
119198	Ultrastinger LED lights	Open		02/06/2017	02/17/2017	02/06/2017			287.00
Vendor <b>4769 - Air One Equipment Inc</b> Totals							Invoices	1	<u>\$287.00</u>
Vendor <b>328 - Arc Disposal-Republic Svc #551</b>									
0551-013232145	1211 Catalina Dr - 2/1/17 - 2/28/17	Open		02/01/2017	02/17/2017	02/01/2017			688.83
Vendor <b>328 - Arc Disposal-Republic Svc #551</b> Totals							Invoices	1	<u>\$688.83</u>
Vendor <b>5283 - Associated Technical Services Ltd.</b>									
28340	Emergency leak locate	Open		02/06/2017	02/17/2017	02/06/2017			649.00
Vendor <b>5283 - Associated Technical Services Ltd.</b> Totals							Invoices	1	<u>\$649.00</u>
Vendor <b>4860 - Atlas Bobcat LLC</b>									
BR0747	Parts for #550	Open		01/25/2017	02/17/2017	01/25/2017			43.63
Vendor <b>4860 - Atlas Bobcat LLC</b> Totals							Invoices	1	<u>\$43.63</u>
Vendor <b>399 - Avalon Petroleum Company</b>									
017983	Diesel Fuel	Open		02/01/2017	02/17/2017	02/01/2017			3,831.00
557543	Regular Gasoline	Open		02/01/2017	02/17/2017	02/01/2017			9,195.00
Vendor <b>399 - Avalon Petroleum Company</b> Totals							Invoices	2	<u>\$13,026.00</u>
Vendor <b>752 - Carol Stream Lawn &amp; Power</b>									
392383	replacement leaf blowers	Open		02/01/2017	02/17/2017	02/01/2017			447.00
Vendor <b>752 - Carol Stream Lawn &amp; Power</b> Totals							Invoices	1	<u>\$447.00</u>
Vendor <b>4802 - Certified Fleet Services Inc</b>									
S15345	Transducer #363	Open		01/25/2017	02/17/2017	01/25/2017			447.52
Vendor <b>4802 - Certified Fleet Services Inc</b> Totals							Invoices	1	<u>\$447.52</u>
Vendor <b>845 - Chicago Parts &amp; Sound LLC</b>									
817446	Brake Lining Kit	Open		01/25/2017	02/17/2017	01/25/2017			71.96
817463	Brake Pads	Open		01/25/2017	02/17/2017	01/25/2017			83.14
817886	Rotor Assembly	Open		01/25/2017	02/17/2017	01/25/2017			133.68
Vendor <b>845 - Chicago Parts &amp; Sound LLC</b> Totals							Invoices	3	<u>\$288.78</u>
Vendor <b>5181 - Columbia Pipe &amp; Supply Company</b>									
2272170	yard hydrant parts	Open		01/24/2017	02/17/2017	01/24/2017			47.25
Vendor <b>5181 - Columbia Pipe &amp; Supply Company</b> Totals							Invoices	1	<u>\$47.25</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>5441 - Dewberry Architects Inc</b>										
1385458	Room 214 Interior Finish & Furniture Design	Open		12/31/2016	02/17/2017	12/31/2016			431.00	
Vendor <b>5441 - Dewberry Architects Inc</b> Totals								Invoices	1	\$431.00
Vendor <b>1463 - Elgin CJDR</b>										
401814	Auto parts for #3184	Open		01/25/2017	02/17/2017	01/25/2017			52.76	
401735	Headlamp #188	Open		02/01/2017	02/17/2017	02/01/2017			217.50	
Vendor <b>1463 - Elgin CJDR</b> Totals								Invoices	2	\$270.26
Vendor <b>1433 - Express Auto Glass</b>										
W991631734	Windshield Replacement	Open		01/25/2017	02/17/2017	01/25/2017			401.32	
Vendor <b>1433 - Express Auto Glass</b> Totals								Invoices	1	\$401.32
Vendor <b>4754 - Fox Valley Fire &amp; Safety</b>										
980526A	Fire Alarm Permit Fee - Public Works	Open		12/31/2016	02/17/2017	12/31/2016			625.00	
980527A	Fire Alarm Permit Fee - Village Hall	Open		12/31/2016	02/17/2017	12/31/2016			510.92	
980528A	Fire Alarm Permit Fee - Butler Building	Open		12/31/2016	02/17/2017	12/31/2016			205.00	
Vendor <b>4754 - Fox Valley Fire &amp; Safety</b> Totals								Invoices	3	\$1,340.92
Vendor <b>4755 - Friendly Ford</b>										
196059	Misc. Parts for #185	Open		01/25/2017	02/17/2017	01/25/2017			131.85	
195956	Emission Fluid	Open		02/01/2017	02/17/2017	02/01/2017			222.15	
195969	Hose Connection	Open		02/01/2017	02/17/2017	02/01/2017			24.34	
196009	Emission Valves	Open		02/01/2017	02/17/2017	02/01/2017			52.64	
196073	Circuit Breaker	Open		02/01/2017	02/17/2017	02/01/2017			5.92	
196105	Sill Plate	Open		02/01/2017	02/17/2017	02/01/2017			40.47	
196111	Lamp Assembly	Open		02/01/2017	02/17/2017	02/01/2017			225.54	
196126	Wiper Switch	Open		02/01/2017	02/17/2017	02/01/2017			119.19	
196137	Wiper Motor	Open		02/01/2017	02/17/2017	02/01/2017			154.15	
Vendor <b>4755 - Friendly Ford</b> Totals								Invoices	9	\$976.25
Vendor <b>4767 - Fullife Safety Center</b>										
35378	Safety Clothes for Obaid Khalid	Open		02/03/2017	02/17/2017	02/03/2017			54.39	
Vendor <b>4767 - Fullife Safety Center</b> Totals								Invoices	1	\$54.39
Vendor <b>1756 - Hach Company</b>										
10288790	Lab chemicals for stp	Open		02/01/2017	02/17/2017	02/01/2017			334.11	
Vendor <b>1756 - Hach Company</b> Totals								Invoices	1	\$334.11



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4892 - Havey Communications Inc</b>										
7181	Warning Lights	Open		01/25/2017	02/17/2017	01/25/2017			150.80	
								Vendor <b>4892 - Havey Communications Inc</b> Totals	Invoices 1	\$150.80
Vendor <b>1834 - HD Supply Waterworks LTD</b>										
G656420	Water main repair parts	Open		02/06/2017	02/17/2017	02/06/2017			4,607.19	
G666621	Water main repair parts	Open		02/06/2017	02/17/2017	02/06/2017			33.22	
G679872	Water main repair parts	Open		02/06/2017	02/17/2017	02/06/2017			3,281.67	
G709946	Water main repair parts	Open		02/06/2017	02/17/2017	02/06/2017			184.53	
								Vendor <b>1834 - HD Supply Waterworks LTD</b> Totals	Invoices 4	\$8,106.61
Vendor <b>1837 - Healy Asphalt Co Llc</b>										
62319MB	cold mix picked up	Open		02/06/2017	02/17/2017	02/06/2017			1,365.02	
								Vendor <b>1837 - Healy Asphalt Co Llc</b> Totals	Invoices 1	\$1,365.02
Vendor <b>1853 - Henderson Products Inc</b>										
S8-02188	Hydraulic Cylinder	Open		01/25/2017	02/17/2017	01/25/2017			2,359.80	
								Vendor <b>1853 - Henderson Products Inc</b> Totals	Invoices 1	\$2,359.80
Vendor <b>2131 - Interstate Battery Systems Of Fox River Valley</b>										
85024712	Squad Battery	Open		01/25/2017	02/17/2017	01/25/2017			106.95	
								Vendor <b>2131 - Interstate Battery Systems Of Fox River Valley</b> Totals	Invoices 1	\$106.95
Vendor <b>5145 - JM Tire Recycling</b>										
287963	Waste Tire Disposal	Open		01/25/2017	02/17/2017	01/25/2017			280.00	
								Vendor <b>5145 - JM Tire Recycling</b> Totals	Invoices 1	\$280.00
Vendor <b>5836 - Layne Christensen Company</b>										
89089689	Assembly & Reinstallation of Booster Pump #1at 2401 Schick Rd.	Open		02/01/2017	02/17/2017	02/01/2017			4,895.00	
								Vendor <b>5836 - Layne Christensen Company</b> Totals	Invoices 1	\$4,895.00
Vendor <b>4795 - Martam Construction Inc</b>										
12205	Emergency Watermain Repair	Open		12/31/2016	02/17/2017	12/31/2016			8,104.92	
								Vendor <b>4795 - Martam Construction Inc</b> Totals	Invoices 1	\$8,104.92
Vendor <b>2810 - Menards</b>										
46954	Lumber & Hardware	Open		12/31/2016	02/17/2017	12/31/2016			131.30	
50046	Misc. Supplies	Open		01/25/2017	02/17/2017	01/25/2017			129.71	
50313	Misc. Supplies	Open		01/25/2017	02/17/2017	01/25/2017			143.92	
50661	Misc. Supplies	Open		02/01/2017	02/17/2017	02/01/2017			253.93	
50748	Misc. Supplies	Open		02/01/2017	02/17/2017	02/01/2017			60.92	



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 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 2810 - Menards</b>									
50834	Lumber	Open		02/01/2017	02/17/2017	02/01/2017			200.23
50945	Misc. Supplies	Open		02/03/2017	02/17/2017	02/03/2017			25.88
51006	Appliance Cord	Open		02/06/2017	02/17/2017	02/06/2017			5.99
Vendor <b>2810 - Menards</b> Totals							Invoices	8	\$951.88
<b>Vendor 2876 - Midwest Power Vac Inc</b>									
217784	Vactoring of lift stations	Open		12/31/2016	02/17/2017	12/31/2016			1,915.00
Vendor <b>2876 - Midwest Power Vac Inc</b> Totals							Invoices	1	\$1,915.00
<b>Vendor 3100 - North Central Laboratories</b>									
384306	lab supplies	Open		01/24/2017	02/17/2017	01/24/2017			428.24
Vendor <b>3100 - North Central Laboratories</b> Totals							Invoices	1	\$428.24
<b>Vendor 3414 - Pinner Electric Inc</b>									
27635	Barrington & Walnut - Monthly Routine Billing - January 2017	Open		02/01/2017	02/17/2017	02/01/2017			350.00
Vendor <b>3414 - Pinner Electric Inc</b> Totals							Invoices	1	\$350.00
<b>Vendor 4761 - Pomp's Tire Service Inc</b>									
410443490	Tires for #3112	Open		01/25/2017	02/17/2017	01/25/2017			1,297.20
410444032	Tires for #384	Open		01/25/2017	02/17/2017	01/25/2017			380.18
640048671	Sweeper - #427	Open		01/25/2017	02/17/2017	01/25/2017			502.10
Vendor <b>4761 - Pomp's Tire Service Inc</b> Totals							Invoices	3	\$2,179.48
<b>Vendor 5039 - Raynor Door Authority</b>									
118203	Repairs for Police Department	Open		12/31/2016	02/17/2017	12/31/2016			1,453.00
118426	Repair for Police Department	Open		12/31/2016	02/17/2017	12/31/2016			308.00
118439	Repairs to Police Department	Open		12/31/2016	02/17/2017	12/31/2016			2,572.00
118442	Repairs to Police Department	Open		12/31/2016	02/17/2017	12/31/2016			220.00
Vendor <b>5039 - Raynor Door Authority</b> Totals							Invoices	4	\$4,553.00
<b>Vendor 3628 - Red Wing Shoe Store</b>									
0015-097	Safety Shoes - Burton	Open		01/30/2017	02/17/2017	01/30/2017			106.24
Vendor <b>3628 - Red Wing Shoe Store</b> Totals							Invoices	1	\$106.24
<b>Vendor 5342 - ServiceMaster Commercial Cleaning Services</b>									
182449	Monthly Janitorial Service - 11/1/16	Open		12/31/2016	02/17/2017	12/31/2016			6,166.00
Vendor <b>5342 - ServiceMaster Commercial Cleaning Services</b> Totals							Invoices	1	\$6,166.00
<b>Vendor 4078 - Standard Equipment Co</b>									
C19191	Sweeper - #428	Open		01/25/2017	02/17/2017	01/25/2017			239.29
C19192	Supplies for #428	Open		01/25/2017	02/17/2017	01/25/2017			570.55



# Accounts Payable Invoice Report 6 APR

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>4078 - Standard Equipment Co</b>									
U56581	Elgin Pelican Mechanics Training for C. Johnson 3/14/17-3/16/17	Open		02/01/2017	02/17/2017	02/01/2017			700.00
C19269	Camera repair	Open		02/06/2017	02/17/2017	02/06/2017			962.66
Vendor <b>4078 - Standard Equipment Co</b> Totals							Invoices	4	<u>\$2,472.50</u>
Vendor <b>4147 - Suburban Laboratories Inc</b>									
142022	Annual and Monthly IEPA water Quality Monitoring	Open		02/01/2017	02/17/2017	02/01/2017			654.50
Vendor <b>4147 - Suburban Laboratories Inc</b> Totals							Invoices	1	<u>\$654.50</u>
Vendor <b>5906 - The Flolo Corporation</b>									
096016	Laser alignment of stp blower #2	Open		01/24/2017	02/17/2017	01/24/2017			720.00
Vendor <b>5906 - The Flolo Corporation</b> Totals							Invoices	1	<u>\$720.00</u>
Vendor <b>4920 - USA Bluebook</b>									
152288	Valve box tongs	Open		02/06/2017	02/17/2017	02/06/2017			166.96
Vendor <b>4920 - USA Bluebook</b> Totals							Invoices	1	<u>\$166.96</u>
Vendor <b>4456 - Vermeer-Illinois Inc</b>									
PA5730	Fuel Gauge #676	Open		01/25/2017	02/17/2017	01/25/2017			89.94
Vendor <b>4456 - Vermeer-Illinois Inc</b> Totals							Invoices	1	<u>\$89.94</u>
Vendor <b>4859 - Water Resources Inc</b>									
31130	Water meter repair parts	Open		02/06/2017	02/17/2017	02/06/2017			375.60
31131	Water meter repair parts	Open		02/06/2017	02/17/2017	02/06/2017			1,282.40
Vendor <b>4859 - Water Resources Inc</b> Totals							Invoices	2	<u>\$1,658.00</u>
Vendor <b>5732 - Wesco Englewood Electric</b>									
782260	Replacement Selector Switches	Open		02/06/2017	02/17/2017	02/06/2017			171.91
Vendor <b>5732 - Wesco Englewood Electric</b> Totals							Invoices	1	<u>\$171.91</u>
Vendor <b>4727 - Ziebell Water Service Products Inc</b>									
236160-000	Trenching shovel	Open		02/06/2017	02/17/2017	02/06/2017			45.00
Vendor <b>4727 - Ziebell Water Service Products Inc</b> Totals							Invoices	1	<u>\$45.00</u>
Sub-Department <b>PW Admin.Check Request PW Administration,Check Request</b> Totals							Invoices	73	<u>\$67,731.01</u>
Department <b>PW Admin - PW Administration</b> Totals							Invoices	75	<u>\$80,304.26</u>
<b>PW Admin PW Administration</b>									
Department <b>PW Forestry - PW Forestry</b>									
Vendor <b>5217 - Arborworks LLC</b>									
2932	removal of 3 hazardous trees	Open		02/01/2017	02/17/2017	02/01/2017			1,272.00
Vendor <b>5217 - Arborworks LLC</b> Totals							Invoices	1	<u>\$1,272.00</u>



# Accounts Payable Invoice Report 6-AP

Invoice Due Date Range 02/03/17 - 02/17/17  
 Report By Department - Vendor - Invoice  
 Summary Listing

	Department <b>PW Forestry - PW Forestry</b> Totals		Invoices	1	\$1,272.00	
<b>PW Forestry PW Forestry</b> _____						
Department	<b>PW Public Bldgs - PW Public Buildings</b>					
Vendor	<b>510 - Best Technology Systems Inc</b>					
BTL-16015-9	Firing Range Maintenance	Open	12/31/2016	02/17/2017	12/31/2016	6,050.00
						6,050.00
						\$6,050.00
						\$6,050.00
						\$6,050.00
<b>PW Public Bldgs PW Public Buildings</b> _____						
Department	<b>Sewage Trtmnt - Sewage Treatment</b>					
Vendor	<b>5618 - Baxter &amp; Woodman, Inc.</b>					
0190494	Stp 1 phosphorus study engineering	Open	12/31/2016	02/17/2017	12/31/2016	10,769.64
						10,769.64
						\$10,769.64
						\$10,769.64
Vendor	<b>5577 - Primex</b>					
1-2015-3	final pay request for SCADA improvements	Open	12/31/2016	02/17/2017	12/31/2016	78,642.60
						78,642.60
						\$78,642.60
						\$78,642.60
						\$89,412.24
						\$89,412.24
<b>Sewage Trtmnt Sewage Treatment</b> _____						
Department	<b>Village Clerk - Village Clerk</b>					
Sub-Department	<b>Village Clerk.Check Request Village Clerk,Check Request</b>					
Vendor	<b>4803 - Eira Corral Sepúlveda</b>					
ELCS-2016	Reimbursement - Transportation	Open	12/31/2016	02/17/2017	12/31/2016	605.46
						605.46
						\$605.46
						\$605.46
Vendor	<b>4829 - Municipal Code Corporation</b>					
00281784	Municipal Code Maintenance	Open	12/31/2016	02/17/2017	12/31/2016	731.00
						731.00
						\$731.00
						\$731.00
Vendor	<b>4543 - Warehouse Direct</b>					
3344749-0	Office Supplies	Open	02/06/2017	02/17/2017	02/06/2017	179.95
						179.95
						\$179.95
						\$179.95
						\$1,516.41
						\$1,516.41
						\$1,516.41
						\$1,516.41
<b>Village Clerk Village Clerk</b> _____						



# Accounts Payable Invoice Report 6 APR

Invoice Due Date Range 02/03/17 - 02/17/17  
 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>Department Village Manager - Village Manager</b>										
<b>Sub-Department Village Manager.Check Request Village Manager,Check Request</b>										
<b>Vendor 5237 - Bryan Cave LLP</b>										
10631959	Professional Services - Hanover Square	Open		12/31/2016	02/17/2017	12/31/2016			29,257.00	
							<b>Vendor 5237 - Bryan Cave LLP Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$29,257.00</b>
<b>Vendor 4779 - Rodney Craig</b>										
0916MIL-1100	Mileage & Expense Reimbursement	Open		12/31/2016	02/17/2017	12/31/2016			303.51	
1016MIL-1100	Mileage & Expense Reimbursement	Open		12/31/2016	02/17/2017	12/31/2016			147.69	
1116MIL-1100	Mileage & Expense Reimbursement	Open		12/31/2016	02/17/2017	12/31/2016			243.31	
1216MIL-1100	Mileage & Expense Reimbursement	Open		12/31/2016	02/17/2017	12/31/2016			245.81	
							<b>Vendor 4779 - Rodney Craig Totals</b>	<b>Invoices</b>	<b>4</b>	<b>\$940.32</b>
<b>Vendor 2054 - IL Municipal League</b>										
2054-FY17MEM	Membership Fee	Open		01/30/2017	02/17/2017	01/30/2017			2,500.00	
							<b>Vendor 2054 - IL Municipal League Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$2,500.00</b>
<b>Vendor 4771 - Northwest Municipal Conference</b>										
10119	Legislative Brunch Registration	Open		01/30/2017	02/17/2017	01/30/2017			225.00	
							<b>Vendor 4771 - Northwest Municipal Conference Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$225.00</b>
<b>Vendor 4543 - Warehouse Direct</b>										
3333765-0	Office Supplies	Open		01/30/2017	02/17/2017	01/30/2017			6.42	
							<b>Vendor 4543 - Warehouse Direct Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$6.42</b>
<b>Vendor 4710 - You'Re #1 Inc</b>										
15487	Awards Dinner Giveaways	Open		01/30/2017	02/17/2017	01/30/2017			864.83	
							<b>Vendor 4710 - You'Re #1 Inc Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$864.83</b>
							<b>Sub-Department Village Manager.Check Request Village Manager,Check Request Totals</b>	<b>Invoices</b>	<b>9</b>	<b>\$33,793.57</b>
							<b>Department Village Manager - Village Manager Totals</b>	<b>Invoices</b>	<b>9</b>	<b>\$33,793.57</b>
<b>Village Manager Village Manager</b>										
<b>Department Water Maint - Water Maintenance</b>										
<b>Vendor 4508 - Vulcan Construction Materials LLC</b>										
31324023	Gravel	Open		02/06/2017	02/17/2017	02/06/2017			2,002.54	
							<b>Vendor 4508 - Vulcan Construction Materials LLC Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$2,002.54</b>
							<b>Department Water Maint - Water Maintenance Totals</b>	<b>Invoices</b>	<b>1</b>	<b>\$2,002.54</b>



# Accounts Payable Invoice Report <sup>6-AP</sup>

Invoice Due Date Range 02/03/17 - 02/17/17  
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>Water Maint Water Maintenance</b>									
				Grand Totals		Invoices	233		<u>\$375,883.08</u>



# Paid In Advance

Payment Date Range 01/27/17 - 02/09/17

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 134 - AFLAC Premium Holding										
2017-00000075	AFLAC Premium - January 2017	Paid by Check #7200		01/26/2017	01/26/2017	01/26/2017		02/02/2017	3,510.93	
	Vendor 134 - AFLAC Premium Holding Totals							Invoices	1	<u>\$3,510.93</u>
Vendor 5811 - Blitt & Gaines, P.C.										
2017-00000076	Wage Garnishment - January 2017	Paid by Check #7201		01/26/2017	01/26/2017	01/26/2017		02/02/2017	200.00	
	Vendor 5811 - Blitt & Gaines, P.C. Totals							Invoices	1	<u>\$200.00</u>
Vendor 4883 - DuPage County Clerk										
Thorson2016	Notary Commision-Thorson	Paid by Check #42170		12/31/2016	12/31/2016	12/31/2016		02/02/2017	10.00	
	Vendor 4883 - DuPage County Clerk Totals							Invoices	1	<u>\$10.00</u>
Vendor 1470 - Fidelity Security Life Ins/Eye Med										
2017-00000077	Vision Insurance - January 2017	Paid by Check #7202		01/26/2017	01/26/2017	01/26/2017		02/02/2017	1,632.83	
	Vendor 1470 - Fidelity Security Life Ins/Eye Med Totals							Invoices	1	<u>\$1,632.83</u>
Vendor 5910 - Marissa Gustafson										
17YOY-2	Youth of the Year Finalist	Paid by Check #42171		01/24/2017	01/24/2017	01/24/2017		02/02/2017	500.00	
	Vendor 5910 - Marissa Gustafson Totals							Invoices	1	<u>\$500.00</u>
Vendor 1796 - Hanover Park Prof FF Local 3452										
2017-00000078	IAFF Union Dues - January 2017	Paid by Check #7203		01/26/2017	01/26/2017	01/26/2017		02/02/2017	1,873.80	
	Vendor 1796 - Hanover Park Prof FF Local 3452 Totals							Invoices	1	<u>\$1,873.80</u>
Vendor 4777 - Illinois Department Of Revenue										
2017-00000082	Illinois W/H Tax - January 27, 2017	Paid by EFT #3042		01/27/2017	01/27/2017	01/27/2017		01/27/2017	21,634.03	
	Vendor 4777 - Illinois Department Of Revenue Totals							Invoices	1	<u>\$21,634.03</u>
Vendor 4818 - Illinois Funds - Fire Pension Fund										
2017-00000083	Fire Pension W/H - January 27,	Paid by EFT #3043		01/27/2017	01/27/2017	01/27/2017		01/27/2017	11,136.77	
	Vendor 4818 - Illinois Funds - Fire Pension Fund Totals							Invoices	1	<u>\$11,136.77</u>



# Paid In Advance

Payment Date Range 01/27/17 - 02/09/17  
 Report By Vendor - Invoice  
 Summary Listing

Vendor 4817 - Illinois Funds - Police Pension Fund							
2017-00000084	Police Pension W/H - January 27,	Paid by EFT #3044	01/27/2017	01/27/2017	01/27/2017	01/27/2017	19,263.92
		Vendor 4817 - Illinois Funds - Police Pension Fund Totals			Invoices	1	<u>\$19,263.92</u>
Vendor 4743 - Illinois Municipal Retirement Fund							
2017-00000104	IMRF W/H - January 2017	Paid by EFT #13	01/31/2017	01/31/2017	01/31/2017	01/31/2017	104,465.93
		Vendor 4743 - Illinois Municipal Retirement Fund Totals			Invoices	1	<u>\$104,465.93</u>
Vendor 4741 - Internal Revenue Service							
2017-00000085	Federal W/H Tax - January 27, 2017	Paid by EFT #3045	01/27/2017	01/27/2017	01/27/2017	01/27/2017	177,483.52
		Vendor 4741 - Internal Revenue Service Totals			Invoices	1	<u>\$177,483.52</u>
Vendor 4740 - IPBC							
2017-00000105	Health, Dental and Life Insurance -	Paid by EFT #3048	01/31/2017	01/31/2017	01/31/2017	01/31/2017	248,981.53
		Vendor 4740 - IPBC Totals			Invoices	1	<u>\$248,981.53</u>
Vendor 5911 - Robert Kincanon							
17YOY-6	Youth of the Year Finalist	Paid by Check #42172	01/24/2017	01/24/2017	01/24/2017	02/02/2017	500.00
		Vendor 5911 - Robert Kincanon Totals			Invoices	1	<u>\$500.00</u>
Vendor 2508 - Legalshield							
2017-00000106	Legal Shield Premiums - January	Paid by Check #7224	02/02/2017	02/02/2017	02/02/2017	02/09/2017	563.15
		Vendor 2508 - Legalshield Totals			Invoices	1	<u>\$563.15</u>
Vendor 4744 - Metropolitan Alliance of Police							
2017-00000079	MAP Union Dues - January 2017	Paid by Check #7204	01/26/2017	01/26/2017	01/26/2017	02/02/2017	2,499.00
		Vendor 4744 - Metropolitan Alliance of Police Totals			Invoices	1	<u>\$2,499.00</u>
Vendor 4746 - Northwest Suburban United Way							
2017-00000107	United Way Contributions - January	Paid by Check #7225	02/02/2017	02/02/2017	02/02/2017	02/09/2017	86.00
		Vendor 4746 - Northwest Suburban United Way Totals			Invoices	1	<u>\$86.00</u>



# Paid In Advance

Payment Date Range 01/27/17 - 02/09/17

Report By Vendor - Invoice  
Summary Listing

Vendor 5909 - Jill Prigge								
17YOY-4	Youth of the Year Finalist	Paid by Check #42173	01/24/2017	01/24/2017	01/24/2017		02/02/2017	500.00
		Vendor 5909 - Jill Prigge Totals					Invoices 1	<u>\$500.00</u>
Vendor 5846 - Renaissance Communication Systems								
16-8612	Building Alert System	Paid by Check #42345	12/31/2016	02/06/2017	12/31/2016		02/09/2017	14,105.00
		Vendor 5846 - Renaissance Communication Systems Totals					Invoices 1	<u>\$14,105.00</u>
Vendor 5907 - Alex Rodriguez								
17YOY-9	Youth of the Year Winner	Paid by Check #42174	01/24/2017	01/24/2017	01/24/2017		02/02/2017	1,000.00
		Vendor 5907 - Alex Rodriguez Totals					Invoices 1	<u>\$1,000.00</u>
Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO								
2017-00000080	SEIU Union Dues - January 2017	Paid by Check #7205	01/26/2017	01/26/2017	01/26/2017		02/02/2017	218.52
		Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO Totals					Invoices 1	<u>\$218.52</u>
Vendor 4745 - Scholarship America								
2017-00000108	Scholarship Deductions - January	Paid by Check #7226	02/02/2017	02/02/2017	02/02/2017		02/09/2017	122.00
		Vendor 4745 - Scholarship America Totals					Invoices 1	<u>\$122.00</u>
Vendor 3873 - Secretary of State								
2017 Feb	License Plate Renewal Sticker	Paid by Check #42175	01/31/2017	01/31/2017	01/31/2017		02/02/2017	101.00
		Vendor 3873 - Secretary of State Totals					Invoices 1	<u>\$101.00</u>
Vendor 4742 - State Disbursement Fund								
2017-00000086	PR Maint. W/H - January 27, 2017	Paid by EFT #3046	01/27/2017	01/27/2017	01/27/2017		01/27/2017	1,713.69
		Vendor 4742 - State Disbursement Fund Totals					Invoices 1	<u>\$1,713.69</u>
Vendor 4223 - Teamsters Local Union 700								
2017-00000081	Teamsters Union Dues - January	Paid by Check #7206	01/26/2017	01/26/2017	01/26/2017		02/02/2017	2,224.00
		Vendor 4223 - Teamsters Local Union 700 Totals					Invoices 1	<u>\$2,224.00</u>



# Paid In Advance

Payment Date Range 01/27/17 - 02/09/17

Report By Vendor - Invoice  
Summary Listing

Vendor 5908 - Natasha Trousdale								
17YOY-7	Youth of the Year Finalist	Paid by Check #42176	01/24/2017	01/24/2017	01/24/2017	02/02/2017	500.00	
Vendor 5908 - Natasha Trousdale Totals						Invoices	1	\$500.00
Vendor 4819 - Vantagepoint Transfer Agents-301208								
2017-00000087	ICMA Contributions - January 27,	Paid by EFT #3047	01/27/2017	01/27/2017	01/27/2017	01/27/2017	47,931.82	
Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals						Invoices	1	\$47,931.82
Vendor 4473 - Village of Hanover Park Petty Cash								
12/16-10	Training Expense-Lauer	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	36.73	
12/16-11	Court Mileage-McClaughry	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	19.44	
12/16-12	Court Mileage-McDonnell	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	11.34	
12/16-13	Parking Fee-Court	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	37.00	
12/16-14	Meal Expense-Crawford	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	26.00	
12/16-15	Meal Expense-Giudice	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	48.00	
12/16-16	Meal Expense-Wiebe	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	10.92	
12/16-17	Meal Expense-Riedel	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	30.22	
12/16-18	Meal Expense-Crawford	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	11.74	
12/16-19	Meal Expense-Crawford	Paid by Check #42346	12/31/2016	02/07/2017	12/31/2016	02/09/2017	12.57	
Vendor 4473 - Village of Hanover Park Petty Cash Totals						Invoices	10	\$243.96
Grand Totals						Invoices	36	\$663,001.40