



# Village of Hanover Park Administration

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

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

**PRESIDENT**  
RODNEY S. CRAIG

**VILLAGE CLERK**  
EIRA CORRAL

**TRUSTEES**  
WILLIAM CANNON  
JAMES KEMPER  
JENNI KONSTANZER  
JON KUNKEL  
RICK ROBERTS  
EDWARD J. ZIMEL, JR.

**VILLAGE MANAGER**  
JULIANA A. MALLER

## VILLAGE OF HANOVER PARK

### VILLAGE BOARD REGULAR MEETING

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

Thursday, October 3, 2013  
7:30 p.m.

### AGENDA

**1. CALL TO ORDER – ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. ACCEPTANCE OF AGENDA**

**4. PRESENTATIONS**

- a. Recognition – Community Appearance Award Winners
- b. Proclamation – Domestic Violence Awareness Month

**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**

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. This Omnibus Vote may be made following the following sample motion: *"I move to approve by omnibus vote items in the Consent Agenda."*

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 below. 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 (C.A.)** Waive the reading and approve the Minutes of the Workshop meeting of September 5, 2013.

- 6-A.2 (C.A.)** Waive the reading and approve the Minutes of the Regular meeting of September 5, 2013.
- 6-A.3 (C.A.)** Motion to pass an ordinance designating the Village's Director and Alternate Director on the Board of Directors of the Northwest Municipal Joint Action Water Agency.
- 6-A.4** Motion to accept the Illinois CMS Bid and award the contract for road salt to Cargill Inc., Salt Division, for an amount not to exceed \$97,848 and authorize the Village Manager to execute the necessary documents.
- 6-A.5** Move to approve a Lease Order Agreement with Ricoh Americas Corporation.
- 6-A.6** Motion to establish a Purchase Order to Bredemann Ford for the purchase of a 2014 Ford Explorer in an amount not to exceed \$29,740 and authorize the Village Manager to execute the necessary documents.
- 6-A.7** Motion to approve a contract with Homer Tree Care, Inc. for the removal and stump repair of 146 Ash trees for an amount not to exceed \$34,517 and authorize the Village Manager to execute the necessary documents.
- 6-A.8** Motion to approve a contact with Homer Tree Care, Inc. for the pruning of 550 trees in an amount not to exceed \$37,948 and authorize the Village Manager to execute the necessary documents.
- 6-A.9** Motion to approve the attached Preliminary Engineering Services Agreement for Federal Participation for the Barrington Road/Walnut Avenue Surface Transportation Program Project with Bollinger, Lach & Associates, Inc., for an amount not to exceed \$24,380 and authorize the Village Manage to execute the necessary documents.
- 6-A.10** Move to approve passing an Ordinance adopting a calendar year fiscal year.
- 6-A.11** Approve warrant SWS212 in the amount of \$1,053,318.75
- 6-A.12** Approve warrant W659 in the amount of \$263,336.77
- 6-A.13** Approve warrant PC30 (P-Cards) in the amount of \$21,606.61
- 7. VILLAGE MANAGER'S REPORT – JULIANA MALLER**

No Report Scheduled

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

No Report Scheduled

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

No Report Scheduled

**10. VILLAGE TRUSTEES REPORTS**

**10.A EDWARD J. ZIMEL, JR.**

No Report Scheduled

**10-B. JAMES KEMPER**

No Report Scheduled

**10-C. JON KUNKEL**

No Report Scheduled

**10-D. BILL CANNON**

No Report Scheduled

**10-E. RICK ROBERTS**

No Report Scheduled

**10-F. JENNI KONSTANZER**

No Report Scheduled

**11. EXECUTIVE SESSION**

a. Section 2(c)(2) – Collective Bargaining

b. Section 2(c)(1) – Personnel

**12. ADJOURNMENT**


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

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

**FROM:** Juliana Maller, Village Manager

**SUBJECT:** Ordinance Designating Members of the Joint Action Water Agency

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

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**Executive Summary**

The Northwest Municipal Joint Action Water Agency requires member municipalities to pass an ordinance naming the Board of Directors member and alternate.

**Discussion**

At the Board meeting of June 2, 2011, the Board passed an Ordinance designating Village President Rod Craig as Director and Village Trustee James Kemper as Alternate Director on the JAWA Board of Directors, for a term expiring on April 30, 2013.

Since their terms have now expired, the Village will need to pass a new Ordinance designating the Director and Alternate Director on the Board. The attached ordinance designates Village President Rodney Craig as Director and Trustee James Kemper as Alternate Director for a term expiring April 30, 2015.

**Recommended Action**

Motion to pass an ordinance designating the Village's Director and Alternate Director on the Board of Directors of the Northwest Municipal Joint Action Water Agency.

**Attachments:** Ordinance

**ORDINANCE NO. O-13-**

**AN ORDINANCE DESIGNATING THE VILLAGE'S DIRECTOR AND ALTERNATE  
ON THE BOARD OF DIRECTORS OF THE  
NORTHWEST SUBURBAN MUNICIPAL JOINT ACTION WATER AGENCY**

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

**SECTION 1:** That Rodney S. Craig is hereby appointed as the Village's Director on the Board of Directors of the Northwest Suburban Municipal Joint Action Water Agency for a term expiring April 30, 2015. That James Kemper is hereby appointed as the Alternate Director on the Board of Directors for a term expiring April 30, 2015.

**SECTION 2:** That the Village Clerk be and is hereby directed to publish this ordinance in pamphlet form.

**SECTION 3:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner and form required by law.

ADOPTED this 3rd day of October, 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this 3rd day of October, 2013

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Village President

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

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Village Clerk



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

**FROM:** Juliana A. Maller, Village Manager  
Howard A. Killian, Director of Engineering and Public Works

**SUBJECT:** Road Salt Purchase

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Accept the State of Illinois CMS Bid and award the contract for road salt to Cargill Inc., Salt Division, in an amount not to exceed \$97,848.

**Discussion**

This year, the Village participated in the State of Illinois Central Management Services bid process for road salt. The Village received notice of bid award to Cargill Inc., Salt Division, for our annual road salt purchase. The Village requested 1,800 tons of material to be delivered. The cost this year is \$54.36 per ton which is a 10 percent reduction from last year. Due to last year's mild winter, we are starting this year with a full supply of 3,500 tons in the dome. These purchases will be made to replenish what we use this winter.

**Recommended Action**

Motion to accept the Illinois CMS Bid and award the contract for road salt to Cargill Inc., Salt Division, for an amount not to exceed \$97,848 and authorize the Village Manager to execute the necessary documents.

<b>Budgeted Item:</b>	<u>  X  </u> Yes	<u>      </u> No
<b>Budgeted Amount:</b>	\$137,500	
<b>Actual Cost:</b>	\$ 97,848	
<b>Account Number:</b>	011-0000-442.02-27	

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

Executed By: Juliana Maller



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

**FROM:** Juliana Maller, Village Manager  
Dan McGhinnis, IT Director

**SUBJECT:** Finance/Community and Economic Development Copier Lease

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Approve a Lease Order Agreement with Ricoh Americas Corporation for a 60 month lease at a base cost of \$580.63 per month.

**Discussion**

The Finance and Community and Economic Development Departments shared copier lease recently expired and is in need of replacement. The Village has standardized on color copiers from Ricoh in the Police Department, Fire Department, Public Works Department, and Inspectional Services Division/Information Technology wing based on several factors, but the primary focus has been cost savings. The current black and white copier lease is approximately \$1,677 per month, while the proposed copier is significantly less expensive and offers improved features such as color, dual sided single pass document feeder, saddle stitch finishing, and an improved multi-fold unit.

This item was discussed at the Board Workshop of September 19, 2013. The Board directed it be placed on the October 3rd Board agenda for approval.

**Recommended Action**

Move to approve a Lease Order Agreement with Ricoh Americas Corporation.

**Attachments:** Ricoh Product Schedule  
Ricoh Master Lease Agreement  
Ricoh Equipment Sale and Maintenance Agreement  
Ricoh Order Agreement

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$20,124
<b>Actual Cost:</b>	\$2,903.15 plus usage (Five months of FY'14)
<b>Account Number:</b>	001-0510-415-03.51

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

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



## U.S. Communities Product Schedule

Product Schedule Number: \_\_\_\_\_

Master Lease Agreement Number: \_\_\_\_\_

This U.S. Communities Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and VILLAGE OF HANOVER PARK, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the U.S. Communities Master Lease Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and \_\_\_\_\_. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

### CUSTOMER INFORMATION

VILLAGE OF HANOVER PARK				Dan McGhinnis			
Customer (Bill To)				Billing Contact Name			
2121 W LAKE ST				2121 W LAKE			
Product Location Address				Billing Address (if different from location address)			
HANOVER PARK		IL	60133	HANOVER PARK		IL	60133
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number (630)823-5670			Billing Contact Facsimile Number		Billing Contact E-Mail Address dmcghinnis@hpiil.org		

### PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model
1	[XXXX]RICOH AFICIO MPC7501

Qty	Product Description: Make & Model

### PAYMENT SCHEDULE

<b>Minimum Term</b> <i>(months)</i>  60	<b>Minimum Payment</b> <i>(Without Tax)</i>  \$ 580.63	<b>Minimum Payment Billing Frequency</b> <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____	<b>Advance Payment</b> <input type="checkbox"/> 1 <sup>st</sup> Payment <input type="checkbox"/> 1 <sup>st</sup> & Last Payment <input type="checkbox"/> Other: _____
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Sales Tax Exempt:  YES (Attach Exemption Certificate)      Customer Billing Reference Number (P.O. #, etc.) \_\_\_\_\_  
 Addendum(s) attached:  YES (check if yes and indicate total number of pages: \_\_\_\_\_)

### TERMS AND CONDITIONS

- The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."
- You, the undersigned Customer, have applied to us to rent the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE**, except as otherwise expressly provided in any provision of the Lease Agreement. If we accept this Schedule, you agree to rent the above Product from us, and we agree to rent such Product to you, on all the terms hereof, including the terms and conditions of the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.**
- Additional Provisions (if any) are: \_\_\_\_\_

**THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.**

<b>CUSTOMER</b> By: <b>X</b> _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____	<b>Accepted by: RICOH USA, INC.</b> By: _____ <i>Authorized Signer Signature</i> Printed Name: _____ Title: _____ Date: _____
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### CUSTOMER INFORMATION

Full Legal Name VILLAGE OF HANOVER PARK				
Address 2121 W LAKE				
City HANOVER PARK	State IL	Zip 60133	Contact Dan McGhinnis	Telephone Number (630)823-5670
Federal Tax ID Number  <i>(Do Not Insert Social Security Number)</i>		Facsimile Number		E-mail Address dmcghinnis@hpil.org

This U.S. Communities Master Lease Agreement ("Lease Agreement") has been written in clear, easy to understand English. When we use the words "you", "your" or "Customer" in this Lease Agreement, we mean you, our customer, as indicated above. When we use the words "we", "us" or "our" in this Lease Agreement, we mean Ricoh USA, Inc. ("Ricoh") or, if we assign this Lease Agreement or any Schedules executed in accordance with this Lease Agreement, pursuant to Section 13 below, the Assignee (as defined below). Our corporate office is located at 70 Valley Stream Parkway, Malvern, Pennsylvania 19355.

1. **Agreement.** This Lease Agreement is executed pursuant to the contract by and between Ricoh Americas Corporation and Fairfax County (the "County") on behalf of the U.S. Communities Government Purchasing Alliance and all public agencies, non-profits and higher education entities ("Participating Public Agencies"), having a Contract ID number of 4400003732 and the contract period is from February 11, 2013 to June 30, 2016, with the option to renew for no more than six (6) years (the "Contract Period"), one year at a time, or any combination thereof (the "Contract"). Notwithstanding the foregoing, any Schedule entered into during the Contract Period shall continue in full force and effect for the entire lease term set forth in the Schedule. We agree to lease or rent, as specified in any equipment schedule executed by you and us and incorporating the terms of this Lease Agreement by reference (a "Schedule"), to you, and you agree to lease or rent, as applicable, from us, subject to the terms of this Lease Agreement and such Schedule, the personal and intangible property described in such Schedule. The personal and intangible property described on a Schedule (together with all attachments, replacements, parts, substitutions, additions, repairs, and accessories incorporated in or affixed to the property and any license or subscription rights associated with the property) will be collectively referred to as "Product." The manufacturer of the tangible Product shall be referred to as the "Manufacturer." To the extent the Product includes intangible property or associated services such as periodic software licenses and prepaid data base subscription rights, such intangible property shall be referred to as the "Software."
2. **Schedules; Delivery and Acceptance.** This Lease Agreement shall consist of the terms and conditions of the Contract and this Lease Agreement and any Schedule issued pursuant thereto. As it pertains to this Lease Agreement, the order of precedence of the component parts of the Lease Agreement shall be as follows: (a) the terms and conditions of this Lease Agreement and Schedule issued pursuant thereto, and (b) the terms and conditions of the Contract. The foregoing order of precedence shall govern the interpretation of this Lease Agreement in cases of conflict or inconsistency therein. Each Schedule that incorporates this Lease Agreement shall be governed by the terms and conditions of this Lease Agreement and the Contract, as well as by the terms and conditions set forth in such individual Schedule. Each Schedule shall constitute a complete agreement separate and distinct from this Lease Agreement and any other Schedule. In the event of a conflict between the terms of this Lease Agreement and any Schedule, the terms of such Schedule shall govern and control, but only with respect to the Product subject to such Schedule. The termination of this Lease Agreement will not affect any Schedule executed prior to the effective date of such termination. When you receive the Product and it is installed, you agree to inspect it to determine it is in good working order. Scheduled Payments (as specified in the applicable Schedule) will begin on or after the Product acceptance date ("Effective Date"). You agree to sign and return to us a delivery and acceptance certificate (which may be done electronically) within five (5) business days after any Product is installed confirming that the Product has been delivered, installed, and is in good condition and accepted for all purposes under the Lease Agreement.
3. **Term: Payments.**
  - (a) The first scheduled Payment (as specified in the applicable Schedule) ("Payment") will be due on the Effective Date or such later date as we may designate. The remaining Payments will be due on the same day of each subsequent month, unless otherwise specified on the applicable Schedule. To the extent not prohibited by applicable law, if any Payment or other amount payable under any Schedule is not received within ten (10) days of its due date, you will pay to us, in addition to that Payment, a one-time late charge of 5% of the overdue Payment (but in no event greater than the maximum amount allowed by applicable law). To the extent not prohibited by applicable law, you agree to pay \$25.00 for each check returned for insufficient funds or for any other reason.
  - (b) In the event that Customer terminates the Maintenance Agreement (as hereunder defined) between Customer and the Servicer relating to the Product provided hereunder due to a material breach by Servicer of its service obligations which remained uncured for thirty (30) days following written notice of breach (in the manner expressly permitted by and in accordance with such Maintenance Agreement), Customer shall have the option of terminating the particular Product under a Schedule to this Lease Agreement to which such service failure relates upon thirty (30) days prior written notice to Ricoh. In the event of such termination, Customer shall pay all fees and charges incurred through the termination date of the applicable Product, including any late fee charges (to the extent such late fee charges may be charged pursuant to Section 3(a) of this Lease Agreement).
  - (c) A Schedule may be terminated in whole or in part by the Customer in accordance with this Section 3(c) whenever the Customer shall determine that such a termination is in the best interest of the Customer. Any such termination shall be effected by delivery to Ricoh, at least thirty (30) working days prior to the effective date of such termination date, of a notice of termination specifying the extent to which performance shall be terminated. In the event of such termination, Customer agrees to return the Product to us in the manner required under Section 14 of this Lease Agreement and to pay to us (as compensation for loss of our bargain and not as a penalty), with respect to such terminated Product, financed Software and any Software Licenses, an amount which shall be equal to the monthly Payment for such Product, financed Software and/or Software License, as applicable, times the number of months remaining in the term of such Schedule (or any renewal of such Schedule) and/or any financing agreement with respect to the financed Software and/or Software License, plus any other amounts then due and payable under this Lease Agreement, Schedule and/or financing agreement with respect to such Product, Software and/or Software License, including, but not limited to, any lease payments and maintenance payments. Ricoh shall supply the Customer with the actual number of Payments remaining and the total amount due, and the Customer shall be relieved of all unpaid amounts for anticipated profit on unperformed services under any Maintenance Agreement (including any amount included in the monthly Payment that is attributable to maintenance, supplies, or any other service cost).
  - (d) You also agree that, except (a) as set forth in Section 18 below entitled "State and Local Government Provisions", (b) for documented cases of non-performance as set forth in Section 3(b) and (c) for the best interest of the Customer as set forth in Section 3(c), THIS IS AN UNCONDITIONAL,

NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ON ANY SCHEDULE TO THIS LEASE AGREEMENT. All Payments to us are "net" and unconditional and are not subject to set off, defense, counterclaim or reduction for any reason. You agree that you will remit payments to us in the form of company checks (or personal checks in the case of sole proprietorships), direct debit or wires only. You also agree that cash and cash equivalents are not acceptable forms of payment for this Lease Agreement or any Schedule and that you will not remit such forms of payment to us. Payment in any other form may delay processing or be returned to you. Furthermore, only you or your authorized agent as approved by us will remit payments to us.

4. **Product Location: Use and Repair.** You will keep and use the Product only at the Product Location shown in the applicable Schedule. You will not move the Product from the location specified in the applicable Schedule or make any alterations, additions or replacements to the Product without our prior written consent, which consent will not be unreasonably withheld. At your own cost and expense, you will keep the Product eligible for any Manufacturer's certification as to maintenance and in compliance with applicable laws and in good condition, except for ordinary wear and tear. You shall engage Ricoh, its subsidiaries or affiliates, or an independent third party (the "Servicer") to provide maintenance and support services pursuant to a separate agreement for such purpose ("Maintenance Agreement"). You may make alterations, additions or replacements (collectively, "Additions") and add Software to the Product provided that such Additions and Software do not impair the value or originally intended function or purpose of the Product and is not subject to any lien or security interest in favor of any other party; provided, further, that you remove such Additions and Software at your own cost and expense at the expiration or termination of the applicable Schedule. All Additions and Software which are not removed at the expiration or termination of the applicable Schedule will become part of the Product and our property at no cost or expense to us. We may inspect the Product upon proper notice to the customer at any reasonable time during normal working hours.
5. **Taxes and Fees.** To the extent not prohibited by applicable law and unless and to the extent you are exempt and provide a valid exemption certificate to us, in addition to the payments under this Lease Agreement, you agree to pay all taxes (other than property taxes), assessments, fees and charges governmentally imposed upon our purchase, ownership, possession, leasing, renting, operation, control or use of the Product. If we are required to pay upfront sales or use tax and you opt to pay such tax over the term of the lease and not as a lump sum at lease inception, then you agree to pay us a "Sales Tax Administrative Fee" equal to 3.5% of the total tax due per year, to be included as part of the Payment. A valid sales and use tax exemption certificate must be provided to us within ninety (90) days of the first invoice to receive a credit/waiver of sales tax.
6. **Warranties.** We transfer to you, without recourse, for the term of each Schedule, any written warranties made by the Manufacturer or Software Supplier (as defined in Section 10 of this Lease Agreement) with respect to the Product leased or rented pursuant to such Schedule. YOU ACKNOWLEDGE THAT YOU HAVE SELECTED THE PRODUCT BASED ON YOUR OWN JUDGMENT AND YOU HEREBY AFFIRMATIVELY DISCLAIM RELIANCE ON ANY ORAL REPRESENTATION CONCERNING THE PRODUCT MADE TO YOU. However, if you enter into a Maintenance Agreement with Servicer with respect to any Product, no provision, clause or paragraph of this Lease Agreement shall alter, restrict, diminish or waive the rights, remedies or benefits that you may have against Servicer under such Maintenance Agreement. WE MAKE NO WARRANTY, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The only warranties, express or implied, made to you are the warranties (if any) made by the Manufacturer and/or Servicer to you in any documents, other than this Lease Agreement, executed by and between the Manufacturer and/or Servicer and you. YOU AGREE THAT, NOTWITHSTANDING ANYTHING TO THE CONTRARY, WE ARE NOT RESPONSIBLE FOR, AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR, ANY CONSEQUENTIAL, SPECIAL, OR INDIRECT DAMAGES.
7. **Loss or Damage.** You are responsible for any theft of, destruction of, or damage to the Product (collectively, "Loss") from any cause at all, whether or not insured, from the time of Product acceptance by you until it is delivered to us at the end of the term of the Schedule. You are required to make all Payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, you shall be responsible to either (a) repair the Product so that it is in good condition and working order, eligible for any Manufacturer's certification, (b) pay us the amounts specified in Section 12 below, or (c) replace the Product with equipment of like age and capacity.
8. **Liability and Insurance.** You agree to maintain insurance, through self-insurance or otherwise, to cover the Product for all types of loss, including, without limitation, theft, in an amount not less than the full replacement value and you will name us as an additional insured and loss payee on your insurance policy. In addition, you agree to maintain comprehensive public liability insurance, which, upon our request, shall be in an amount acceptable to us and shall name us as an additional insured. Such insurance will provide that we will be given thirty (30) days advance notice of any cancellation. Upon our request, you agree to provide us with evidence of such insurance in a form reasonably satisfactory to us. If you fail to maintain such insurance or to provide us with evidence of such insurance, we may (but are not obligated to) obtain insurance in such amounts and against such risks as we deem necessary to protect our interest in the Product. Such insurance obtained by us will not insure you against any claim, liability or loss related to your interest in the Product and may be cancelled by us at any time. You agree to pay us an additional amount each month to reimburse us for the insurance premium and an administrative fee, on which we or our affiliates may earn a profit. In the event of loss or damage to the Product, you agree to remain responsible for the Payment obligations under this Lease Agreement until the Payment obligations are fully satisfied.
9. **Title; Recording.** We are the owner of and will hold title to the Product (except for any Software). You will keep the Product free of all liens and encumbrances. Except as reflected on any Schedule, you agree that this Lease Agreement is a true lease. However, if any Schedule is deemed to be intended for security, you hereby grant to us a purchase money security interest in the Product covered by the applicable Schedule (including any replacements, substitutions, additions, attachments and proceeds) as security for the payment of the amounts under each Schedule. You authorize us to file a copy of this Lease Agreement and/or any Schedule as a financing statement, and you agree to promptly execute and deliver to us any financing statements covering the Product that we may reasonably require; provided, however, that you hereby authorize us to file any such financing statement without your authentication to the extent permitted by applicable law.
10. **Software or Intangibles.** To the extent that the Product includes Software, you understand and agree that we have no right, title or interest in the Software, and you will comply throughout the term of this Lease Agreement with any license and/or other agreement ("Software License") entered into with the supplier of the Software ("Software Supplier"). You are responsible for entering into any Software License with the Software Supplier no later than the Effective Date; provided, however, if you do not enter into the Software License, then we may choose not to lease such Software to you under this Lease Agreement.
11. **Default.** Each of the following is a "Default" under this Lease Agreement and all Schedules: (a) you fail to pay any Payment or any other amount within thirty (30) days of its due date, (b) any representation or warranty made by you in this Lease Agreement is false or incorrect and/or you do not perform any of your other obligations under this Lease Agreement or any Schedule and/or under any other agreement with us or with any of our affiliates and this failure continues for thirty (30) days after we have notified you of it, (c) a petition is filed by or against you or any guarantor under any bankruptcy or insolvency law or a trustee, receiver or liquidator is appointed for you, any guarantor or any substantial part of your assets, (d) you or any guarantor makes an assignment for the benefit of creditors, (e) any guarantor dies, stops doing business as a going concern or transfers all or substantially all of such guarantor's assets, or (f) you stop doing business as a going concern or transfer all or substantially all of your assets.
12. **Remedies.** If a Default occurs, we may do one or more of the following: (a) we may cancel or terminate this Lease Agreement and/or any or all Schedules; (b) we may require you to immediately pay to us, as compensation for loss of our bargain and not as a penalty, a sum equal to: (i) all past due Payments and all other amounts then due and payable under this Lease Agreement or any Schedule; and (ii) the present value of all unpaid Payments for the remainder of the term of each Schedule plus the present value of our anticipated value of the Product at the end of the initial term of any Schedule (or any renewal of such Schedule), each discounted at a rate equal to 3% per year to the date of default, and we may charge you interest on all amounts due us from the date of default until paid at the rate of 1.5% per month, but in no event more than the maximum rate permitted by applicable law. We agree to apply the net proceeds (as specified below in this Section) of any disposition of the Product to the amounts that you owe us; (c) we may require you to deliver the Product to us as set forth in Section 14; (d) to the extent not prohibited by applicable law, we or our representative may peacefully repossess the Product without a court order (it being agreed that we will provide you with written notice of Default prior to initiating recovery of the Product and

connection with data retention and protection and that we do not provide legal advice or represent that the Products will guarantee compliance with such requirements. The selection, use and design of any Data Management Services, and any decisions arising with respect to the deletion or storage of data, as well as the loss of any data resulting therefrom, shall be your sole and exclusive responsibility

- will endeavor to contact you telephonically to schedule a convenient time to recover the Product); (e) we may exercise any and all other rights or remedies available to a lender, secured party or lessor under the Uniform Commercial Code ("UCC"), including, without limitation, those set forth in Article 2A of the UCC, and at law or in equity; (f) we may immediately terminate your right to use the Software including the disabling (on-site or by remote communication) of any Software; (g) we may demand the immediate return and obtain possession of the Software and re-license the Software at a public or private sale; (h) we may cause the Software Supplier to terminate the Software License, support and other services under the Software License, and/or (i) at our option, we may sell, re-lease, or otherwise dispose of the Product under such terms and conditions as may be acceptable to us in our discretion. If we take possession of the Product (or any Software, if applicable), we may sell or otherwise dispose of it with or without notice, at a public or private disposition, and to apply the net proceeds (after we have deducted all costs, including reasonable attorneys' fees) to the amounts that you owe us. You agree that, if notice of sale is required by law to be given, ten (10) days notice shall constitute reasonable notice. If applicable, you will remain responsible for any deficiency that is due after we have applied any such net proceeds. To the extent permitted by applicable law, in the event an action is brought to enforce or interpret this Lease Agreement, the prevailing party shall be entitled to reimbursement of all costs including, but not limited to, reasonable attorney fees and court costs incurred.
13. Ownership of Product; Assignment. YOU HAVE NO RIGHT TO SELL, TRANSFER, ENCUMBER, SUBLET OR ASSIGN THE PRODUCT OR THIS LEASE AGREEMENT OR ANY SCHEDULE WITHOUT OUR PRIOR WRITTEN CONSENT (which consent shall not be unreasonably withheld). You agree that we may sell or assign all or a portion of our interests, but not our obligations, in the Product and/or this Lease Agreement or any Schedule without notice to you even if less than all the Payments have been assigned. In the event the remit to address for Payments is changed during the term of this Lease Agreement or any Schedule, then Ricoh or the Assignee will provide notice to you. In that event, the assignee (the "Assignee") will have such rights as we assign to them but none of our obligations (we will keep those obligations) and the rights of the Assignee will not be subject to any claims, defenses or set offs that you may have against us. No assignment to an Assignee will release Ricoh from any obligations Ricoh may have to you hereunder. The Maintenance Agreement you have entered into with a Servicer will remain in full force and effect with Servicer and will not be affected by any such assignment. You acknowledge that the Assignee did not manufacture or design the Product and that you have selected the Manufacturer, Servicer and the Product based on your own judgment.
14. Renewal; Return of Product. UNLESS EITHER PARTY NOTIFIES THE OTHER IN WRITING AT LEAST THIRTY (30) DAYS, BUT NOT MORE THAN ONE HUNDRED TWENTY (120) DAYS, PRIOR TO THE EXPIRATION OF THE MINIMUM TERM OR EXTENSION OF SUCH SCHEDULE, AFTER THE MINIMUM TERM OR ANY EXTENSION OF ANY SCHEDULE TO THIS LEASE AGREEMENT, SUCH SCHEDULE WILL AUTOMATICALLY RENEW ON A MONTH-TO-MONTH BASIS; PROVIDED, HOWEVER, THAT AT ANY TIME DURING ANY MONTH-TO-MONTH RENEWAL, WE HAVE THE RIGHT, UPON THIRTY (30) DAYS NOTICE, TO DEMAND THAT THE PRODUCT BE RETURNED TO US IN ACCORDANCE WITH THE TERMS OF THIS SECTION 14. Notwithstanding the foregoing, nothing herein is intended to provide, nor shall be interpreted as providing, (a) you with a legally enforceable option to extend or renew the terms of this Lease Agreement or any Schedule, or (b) us with a legally enforceable option to compel any such extension or renewal. At the end of or upon termination of each Schedule, you shall immediately make arrangements to have the Product subject to such expired Schedule picked up by us (or our designee), in as good condition as when you received it, except for ordinary wear and tear. Ricoh (or our designee) shall bear shipping charges. You must pay additional monthly Payments at the same rate as then in effect under a Schedule, until (i) you provide notice to us prior to the expiration of the minimum term or extension of any Schedule and (ii) the Product is picked up by us or our designees and is received in good condition and working order by us or our designees. Notwithstanding anything to the contrary set forth in this Lease Agreement, the parties acknowledge and agree that we shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Products leased by you hereunder, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"). If desired, you may engage Ricoh to perform Data Management Services at then-prevailing contracted rates pursuant to your Maintenance Agreement or other agreement with Ricoh. You acknowledge that you are responsible for ensuring your own compliance with legal requirements in
15. Miscellaneous. It is the intent of the parties that this Lease Agreement and any Schedule shall be deemed and constitute a "finance lease" as defined under and governed by Article 2A of the UCC. ORAL AGREEMENTS OR COMMITMENTS TO LOAN MONEY, EXTEND CREDIT OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT INCLUDING PROMISES TO EXTEND OR RENEW SUCH DEBT ARE NOT ENFORCEABLE. YOU AGREE THAT THE TERMS AND CONDITIONS CONTAINED IN THE CONTRACT, THIS LEASE AGREEMENT, AND IN EACH SCHEDULE MAKE UP THE ENTIRE AGREEMENT BETWEEN US REGARDING THE LEASING OR RENTAL OF THE PRODUCT AND SUPERSEDE ALL PRIOR WRITTEN OR ORAL COMMUNICATIONS, UNDERSTANDINGS OR AGREEMENTS BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, INCLUDING, WITHOUT LIMITATION, PURCHASE ORDERS. Any purchase order, or other ordering documents, will not modify or affect this Lease Agreement or any Schedule and shall serve only the purpose of identifying the equipment ordered. You authorize us to supply any missing "configure to order" number ("CTO"), other equipment identification numbers (including, without limitation, serial numbers), agreement/schedule identification numbers and/or dates in this Lease Agreement or any Schedule. You acknowledge that you have not been induced to enter into this Lease Agreement by any representation or warranty not expressly set forth in this Lease Agreement. Neither this Lease Agreement nor any Schedule is binding on us until we sign it. ANY CHANGE IN ANY OF THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT OR ANY SCHEDULE MUST BE IN WRITING AND SIGNED BY BOTH PARTIES. If we delay or fail to enforce any of its rights under this Lease Agreement with respect to any or all Schedules, we will still be able to enforce those rights at a later time. All notices shall be given in writing and sent either (a) by certified mail, return receipt requested, or recognized overnight delivery service, postage prepaid, addressed to the party receiving the notice at the address shown on the front of this Lease Agreement, or (b) by facsimile transmission, with oral confirmation, to the facsimile number shown below such party's signature on this Lease Agreement. Either party may change its address or facsimile number by giving written notice of such change to the other party. Notices shall be effective on the date received. Each of our respective rights and indemnities will survive the termination of this Lease Agreement and each Schedule. If more than one customer has signed this Lease Agreement or any Schedule, each customer agrees that its liability is joint and several. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to payments in the order of maturity, and any remaining excess will be refunded to you. We make no representation or warranty of any kind, express or implied, with respect to the legal, tax or accounting treatment of this Lease Agreement and any Schedule and you acknowledge that we are an independent contractor and not your fiduciary. You will obtain your own legal, tax and accounting advice related to this Lease Agreement or any Schedule and make your own determination of the proper accounting treatment of this Lease Agreement or any Schedule. We may receive compensation from the Manufacturer or supplier of the Product in order to enable us to reduce the cost of leasing or renting the Product to you under this Lease Agreement or any Schedule below what we otherwise would charge. If we received such compensation, the reduction in the cost of leasing or renting the Product is reflected in the Minimum Payment specified in the applicable Schedule. To the fullest extent permitted by applicable law, you authorize us or our agent to obtain credit reports and make credit inquiries regarding you and your financial condition and to provide your information, including payment history, to our assignee and third parties having an economic interest in this Lease Agreement, any Schedule or the Product.
16. Governing Law; Jurisdiction; Waiver of Trial By Jury and Certain Rights and Remedies Under The Uniform Commercial Code. YOU AGREE THAT THIS LEASE AGREEMENT AND ANY SCHEDULE WILL BE GOVERNED UNDER THE LAW FOR THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED. YOU ALSO CONSENT TO THE VENUE AND NON-EXCLUSIVE JURISDICTION OF ANY COURT LOCATED IN THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED TO RESOLVE ANY CONFLICT UNDER THIS LEASE AGREEMENT. TO THE EXTENT NOT PROHIBITED

**6-A.5**

BY APPLICABLE LAW, THE PARTIES TO THIS LEASE AGREEMENT EACH WAIVE THE RIGHT TO TRIAL BY JURY IN THE EVENT OF A LAWSUIT. TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A CUSTOMER OR LESSEE BY SECTIONS 508-522 OF ARTICLE 2A OF THE UCC THAT YOU MAY HAVE AGAINST US (BUT NOT AGAINST THE MANUFACTURER OF THE PRODUCT). TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

17. Counterparts; Facsimiles. Each Schedule may be executed in counterparts. The counterpart which has our original signature and/or is in our possession or control shall constitute chattel paper as that term is defined in the UCC and shall constitute the original agreement for all purposes, including, without limitation, (a) any hearing, trial or proceeding with respect to such Schedule, and (b) any determination as to which version of such Schedule constitutes the single true original item of chattel paper under the UCC. If you sign and transmit a Schedule to us by facsimile or other electronic transmission, the facsimile or such electronic transmission of such Schedule, upon execution by us (manually or electronically, as applicable), shall be binding upon the parties. You agree that the facsimile or other electronic transmission of a Schedule containing your facsimile or other electronically transmitted signature, which is manually or electronically signed by us, shall constitute the original agreement for all purposes, including, without limitation, those outlined above in this Section. You agree to deliver to us upon our request the counterpart of such Schedule containing your original manual signature.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of such Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

**THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.**

<p><b>CUSTOMER</b></p> <p>By: <b>X</b> _____  <i>Authorized Signer Signature</i></p> <p>Printed Name: _____</p> <p>Title: _____ Date: _____</p> <p>Facsimile Number: _____</p>	<p><b>Accepted by: RICOH USA, INC.</b></p> <p>By: _____  <i>Authorized Signer Signature</i></p> <p>Printed Name: _____</p> <p>Title: _____ Date: _____</p> <p>Facsimile Number: _____</p>
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**U.S. COMMUNITIES  
EQUIPMENT SALE AND MAINTENANCE AGREEMENT  
(EQUIPMENT SALES, BREAK-FIX SERVICES WITH NO ON-SITE LABOR)**

CUSTOMER INFORMATION					
Legal Name	VILLAGE OF HANOVER PARK				
Bill To Address	2121 W LAKE				
City	HANOVER PARK	State	IL	Zip Code	60133

This Equipment Sale and Maintenance Agreement (“Maintenance Agreement”) sets forth the terms pursuant to which Customer may acquire equipment, software, and/or hardware products and maintenance services identified on an Order (defined below) from Ricoh USA, Inc. (“Ricoh”). This Maintenance Agreement is executed pursuant to the contract by and between Ricoh Americas Corporation and Fairfax County (the “County”) on behalf of the U.S. Communities Government Purchasing Alliance and all public agencies, non-profits and higher education entities (“Participating Public Agencies”), having a Contract ID number of 4400003732 and the contract period is from February 11, 2013 to June 30, 2016, with the option to renew for no more than six (6) years (the “Contract Period”), one year at a time, or any combination thereof (the “Contract”). Notwithstanding the foregoing, any Maintenance Agreement and Order entered into during the Contract Period shall continue in full force and effect for the entire term set forth in the Order. To the extent that Customer purchases or leases Equipment from Ricoh under the Contract and also desires for Ricoh to provide maintenance services for such Equipment under the order (the “Order”), then the terms and conditions of this Maintenance Agreement shall apply. This Maintenance Agreement shall consist of the terms and conditions of the Contract and this Maintenance Agreement. As it pertains to this Maintenance Agreement, the order of precedence of the component parts of the Maintenance Agreement shall be as follows: (a) the terms and conditions of this Maintenance Agreement and (b) the terms and conditions of the Contract. The foregoing order of precedence shall govern the interpretation of this Maintenance Agreement in cases of conflict or inconsistency therein.

**1. MAINTENANCE SERVICES COVERAGE.** Ricoh shall provide to Customer maintenance services under an Order, during Ricoh business hours, 8:00am to 5:00pm Monday through Friday excluding holidays ((i) New Year’s Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day) (“Normal Business Hours”), as follows (collectively, the “Maintenance Services”):

(a) During the term of the Order, Ricoh will provide the Maintenance Services necessary to keep the covered Equipment in, or restore the covered Equipment to, good working order. Maintenance Services will include lubrication, cleaning, adjustments and replacement of maintenance parts deemed necessary by Ricoh due to normal usage (other than consumable parts). In the event the Equipment becomes unserviceable as a result of normal usage, replacement parts will be furnished and installed on an exchange basis and will be new OEM; provided, however, if such OEM part is not available and in order to restore the functionality of the Equipment, Ricoh shall be permitted to use a reconditioned or used part until such time as the new OEM part becomes available and is installed in the Equipment. All parts removed due to replacement will become the property of Ricoh. The provision of Maintenance Services does not assure uninterrupted operation of the covered Equipment.

(b) If available, Maintenance Services requested and performed outside Normal Business Hours will be charged to Customer at applicable time and material rates set forth in the Contract.

(c) The Maintenance Services provided by Ricoh will not include the following: (i) Repairs resulting from misuse (including without limitation to improper voltage or the use of supplies that do not conform to Ricoh's specifications); (ii) Repairs made necessary by service performed by persons other than authorized Ricoh representatives; (iii) Replacement of consumable parts which are consumed in normal Equipment operation, unless specifically included in the Order; (iv) Removable cassette, copy cabinet, exit trays, or any item not related to the mechanical or electrical operation of the Equipment; (v) Unless

otherwise agreed, consumable supplies such as toner, developer, paper, staples or supplies that are consumed in the normal operation of the Equipment; (vi) Repairs and/or service calls resulting from attachments or accessories not acquired from Ricoh; (vii) Any Software, system support or related connectivity unless otherwise agreed in the Order; (viii) Electrical work external to the Equipment, including problems resulting from overloaded or improper circuits; (ix) Charges for installation of the Equipment or de-installation and/or movement of the Equipment from one location to another; or (x) Repair of damage or increase in service time caused by: accident, disaster (which shall include but not be limited to fire, flood, water, wind and lightning), transportation, neglect, power transients, abuse or misuse, failure of the Customer to follow Ricoh's published operating instructions, and unauthorized modifications or repair of Equipment by persons other than authorized representatives of Ricoh.

(d) In the absence of a separate maintenance agreement for any software, if Ricoh is engaged to provide software support under an Order, during Normal Business Hours, Ricoh will provide advice by telephone, email or via the Ricoh or developer's website following receipt of a request from Customer to diagnose faults in the software and advice to rectify such faults. Such support may be provided remotely.

(e) Damage to the Equipment or its parts arising out of, or other causes beyond, the control of Ricoh are not covered by an Order and may subject Customer to a surcharge or to cancellation of the Maintenance Services by Ricoh. In addition, Ricoh may terminate an Order if the Equipment is modified, damaged, altered or serviced by personnel other than those employed by Ricoh or are authorized by Ricoh to provide service and maintenance for the Equipment.

(f) Service necessitated as a result of inadequate key operator involvement, operator caused damage, lack of recommended service, or use of inadequate or incompatible supplies may result in service being rendered on a time-and-material basis in addition to the Maintenance Charges (as defined in Section 5).

**2. MAINTENANCE SERVICE CALLS.** Maintenance service calls under an Order will be made during Normal Business Hours at the installation address shown on the Order. Travel and labor-time for the service calls after Normal Business Hours, on weekends and on holidays, if and when available, will be charged at overtime rates in effect at the time the service call is made. Ricoh representatives will not handle, disconnect or repair unauthorized attachments or components. Customer is responsible for disconnecting and re-connecting unauthorized attachments or components. Customer hereby indemnifies and holds Ricoh and its employees and representatives harmless for claims for damages to any unauthorized parts, components or accessories resulting from service performed on Equipment covered by an Order.

**3. RECONDITIONING.** Rebuilding, reconditioning or major overhauls necessitated by usage not in accordance with manufacturer's published specifications, which shall be provided upon Customer's request, are not covered by an Order. In addition, if Ricoh determines that a reconditioning is necessary as a result of normal wear and tear of materials and age factors caused by normal usage in order to keep the Equipment in working condition, Ricoh will submit to Customer an estimate of the needed repairs and the cost for such repairs (which costs will be in addition to the charges payable under this Maintenance Agreement). If the Customer does not authorize such reconditioning, Ricoh may, at its option: (a) discontinue service of the Equipment under an Order and refund any unused portion of the Maintenance Charges, or (b) refuse to renew an Order upon its expiration. After any such termination, Ricoh will make service available on a "Time and Material Rate" basis at Ricoh's then prevailing rates at the time of service.

**4. TERM.** Each Order shall become effective on the delivery and Customer acceptance of the Equipment and/or solution and shall continue for the term specified therein (the "Initial Term") so long as no ongoing default exists on Customer's part. At the expiration of the Initial Term or any renewal term, unless Customer provides written notice of its intention not to renew within thirty (30) days of the expiration of the Initial Term or any renewal term, the Order shall automatically renew on a month-to-month basis. In addition to any other rights or remedies which either party may have under this Maintenance Agreement or at law or equity, either party shall have the right to cancel the Services provided under this Maintenance Agreement immediately: (i) if the other party fails to pay any fees or charges or any other payments required under this Maintenance Agreement when due and payable, and

such failure continues for a period of thirty (30) days after being notified in writing of such failure; or (ii) if the other party fails to perform or observe any other material covenant or condition of this Maintenance Agreement, and such failure or breach shall continue un-remedied for a period of thirty (30) days after such party is notified in writing of such failure or breach.

**5. MAINTENANCE CHARGES.**

(a) Maintenance service charges (“Maintenance Charges”) will be payable by the Customer in accordance with the terms set forth in the Order.

(b) Customer acknowledges and agrees that: (i) the transfer of the Equipment from the location indicated on the face hereof may result in an increase of Maintenance Charges or the termination of an Order; (ii) if an Order includes toner, toner usage is based on manufacturer supply consumption rates. Ricoh will determine and deliver supplies in accordance with agreed upon usage. Consumption of covered supply products varying significantly from expected usage may result in additional charges for supplies, or as otherwise agreed to by the parties. Maintenance Charges are based on standard 8.5x11 images. Ricoh reserves the right to assess additional images charges for non-standard images, including 11x17 images.

**6. USE OF RICOH RECOMMENDED SUPPLIES.** Ricoh products are designed to give excellent performance with Ricoh recommended supplies, including paper, developer, toner, and fuser oil. If the Customer uses other than Ricoh recommended supplies, and if such supplies are defective or not acceptable for use with the Equipment and cause abnormally frequent service calls or service problems, then Ricoh may, at its option, assess a surcharge or terminate an Order. If so terminated, Customer will be offered service on a time and materials basis at Ricoh’s then prevailing rates. It is not a condition of an Order that the Customer use only Ricoh brand supplies.

**7. METER READINGS.** As part of its Services, Ricoh may, at its discretion and dependent upon device capabilities, provide remote meter reading and equipment monitoring services using its @Remote solution. If @Remote is not selected by the Customer, Customer shall be responsible and agrees to provide Ricoh true and accurate meter readings monthly and in any reasonable manner requested by Ricoh. If accurate meter readings are not provided, Ricoh reserves the right to estimate the meter readings from previous meter readings.

**8. CUSTOMER OBLIGATIONS.** Customer agrees to provide a proper place for the use of the Equipment, including electric service as specified by the manufacturer. Customer will provide adequate facilities (at no charge) for use by Ricoh representatives in connection with the maintenance of the Equipment hereunder within a reasonable distance of the Equipment. Customer agrees to provide “360 degree” service access to the Equipment, subject to Customer’s usual security procedures. Customer will provide a key operator for the Equipment and will make operators available for instruction in use and care of the Equipment. All supplies for use with the Equipment will be provided by the Customer and will meet manufacturer specifications. It is the responsibility of the Customer to have the supplies available “on site” for servicing. Customer agrees that any systems utilizing similar supplies must be covered under similar inclusive maintenance programs. If any software, system support or related connectivity services are included as part of the Order as determined by Ricoh, Ricoh shall provide any such services at Customer’s location set forth in the Order as applicable, or on a remote basis. Customer shall provide Ricoh with such access to Customer’s facilities, networks and systems as may be reasonably necessary for Ricoh to perform such services.

**9. WARRANTY DISCLAIMER.** OTHER THAN THE OBLIGATIONS SET FORTH EXPRESSLY IN THIS MAINTENANCE AGREEMENT, RICOH DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR USE, OR FITNESS FOR A PARTICULAR PURPOSE. RICOH SHALL NOT BE RESPONSIBLE FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, DAMAGES ARISING OUT OF THE USE OR PERFORMANCE OF THE EQUIPMENT OR THE LOSS OF USE OF THE EQUIPMENT. RICOH’S TOTAL AGGREGATE LIABILITY TO CUSTOMER UNDER THE MAINTENANCE AGREEMENT, IF ANY, SHALL IN NO EVENT EXCEED THE TOTAL OF THE FEES PAID TO RICOH IN CONNECTION WITH THE

## MAINTENANCE SERVICES.

**10. SERVICE LEVELS.**

(a) Response Time. Ricoh will provide a one hour (1) phone response to service calls measured from receipt of the Customer's call. Ricoh service technicians will meet a four (4) business hour response time for all Customer service calls located within a major metropolitan area and eight (8) hour average response time for all Customer service calls located fifty (50) miles or greater from a Ricoh service center. Response time is measured in aggregate for all Equipment covered by the Order.

(b) Uptime. Ricoh will service the Equipment provided under an Order to be operational with a quarterly uptime average of 95% (based on manufacturer's performance standards and an 8-hour day, during Normal Business Hours), excluding preventative and interim maintenance time. Downtime will begin at the time Customer places a service call to Ricoh. Customer agrees to make the Equipment available to Ricoh for scheduled preventative and interim maintenance. Customer further agrees to give Ricoh advance notice of any critical and specific uptime needs Customer may have so that Ricoh can schedule with Customer interim and preventative maintenance in advance of such needs.

(c) Replacement of Equipment. Should a unit of Equipment or an accessory not be able to be maintained in conformance with manufacturer's specifications, Ricoh shall, at its own expense, replace such Equipment with another unit of the same product designation as that Equipment and Ricoh shall bear all installation, transportation, removal and rigging charges in connection with the installation of such replacement unit; provided, however that (a) the replacement unit may be a reconditioned or otherwise used unit rather than a new unit; and (b) if a replacement unit of the same product designation as the unit of Equipment it replaces is not available, the replacement unit may be a product of substantially similar or greater capabilities.

**11. DATA MANAGEMENT SERVICES.** The parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Equipment serviced and maintained by Ricoh, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform Data Management Services at then-prevailing Contract rates. Customer acknowledges that Customer is responsible for ensuring its own compliance with legal requirements in connection with data retention and protection and that Ricoh does not provide legal advice or represent that the Equipment and Services will guarantee compliance with such requirements. The selection, use and design of any Data Management Services, and any decisions arising with respect to the deletion or storage of data, as well as the loss of any data resulting therefrom, shall be the sole and exclusive responsibility of Customer. If desired, Customer may engage Ricoh to perform the following Data Management Services, and the parties shall enter into a written work order setting the details of any such engagement:

- **Hard Drive Surrender Service.** Under this option, a Ricoh service technician can remove the hard drive from the applicable equipment (set forth on a work order) and provide Customer with custody of the hard drive before the equipment is removed from the Customer's location, moved to another department or any other disposition of the equipment. The cost for the Hard Drive Surrender Services shall be as set forth in the Contract.
- **DataOverwriteSecurity System (DOSS).** DOSS is a Ricoh product designed to overwrite the sector of the hard drive used for data processing to prevent recovery. Additionally, DOSS also offers the option of overwriting the entire hard drive up to nine (9) times.

**12. PURCHASES OF EQUIPMENT FOR CASH.** In the event that Customer desires to purchase equipment or products from Ricoh from time to time, it may do so by issuing a Purchase Order/Sales Order to Ricoh for that purpose. In connection with any equipment purchase from Ricoh, Ricoh shall transfer to Customer any equipment warranties made by the equipment manufacturer, to the extent transferable and without recourse. Customer agrees to confirm delivery and acceptance of all equipment purchased under this Agreement within ten (10) business days after any equipment is delivered and installed (if installation has been agreed to by the parties) by signing a delivery and acceptance certificate

(in a form to be provided by Ricoh) or written delivery acknowledgement. Ricoh reserves the right to make equipment deliveries in installments. All claims for damaged equipment shall be deemed waived unless made in writing, delivered to Ricoh within ten (10) business days after delivery of equipment to Customer; provided, however, Ricoh shall not be responsible for damage to equipment caused by the Customer, its employees, agents or contractors. Ricoh warrants to Customer that at the time of delivery and for a period of ninety (90) days thereafter the Ricoh-manufactured equipment will be free from any defects in material and workmanship; provided, however, the foregoing warranty shall not apply in the event (i) the Ricoh-manufactured equipment is installed, wired, modified, altered, moved or serviced by anyone other than Ricoh, (ii) the Ricoh-manufactured equipment is installed, stored and utilized and/or maintained in a manner not consistent with Ricoh specifications, (iii) a defective or improper non-Ricoh accessory or supply or part is attached to or used in the Ricoh-manufactured equipment. Except to the extent of any applicable and validated exemption, Customer agrees to pay any applicable taxes that are levied on or payable as a result of the use, sale, possession or ownership of the equipment purchased hereunder, other than income taxes of Ricoh.

**13. MISCELLANEOUS.** This Maintenance Agreement shall be governed by the laws of the State where the Customer’s principal place of business or residence is located both as to interpretation and performance, without regard to its choice of law requirements. This Maintenance Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original. In order to expedite the ordering and delivery process, and for the convenience of the Customer, this Maintenance Agreement establishes the terms and conditions between the parties governing all services. Any documents issued by Customer to procure services at any time for any reason, even if they do not expressly reference or incorporate this Maintenance Agreement, will not modify or affect this Maintenance Agreement notwithstanding the inclusion of any additional or different terms or conditions in any such ordering document and shall serve only the purpose of identifying the services ordered and shall be subject to the terms and conditions of this Maintenance Agreement.

IN WITNESS WHEREOF, the parties have executed this Maintenance Agreement as of the date first written above.

**CUSTOMER**

**RICOH USA, INC.**

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

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

## ORDER AGREEMENT

Sale Type :LEASE

<b>Master Maintenance and Sale Agreement Date:</b>	NEW	Sale Type :	LEASE
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BILL TO INFORMATION			
<b>Customer Legal Name:</b> VILLAGE OF HANOVER PARK			
<b>Address Line 1:</b> 2121 W LAKE		<b>Contact:</b> McGhinnis,Dan	
<b>Address Line 2:</b>		<b>Phone:</b> (630)823-5670	
<b>City:</b> HANOVER PARK		<b>E-mail:</b> dmcghinnis@hpil.org	
<b>ST / Zip:</b> IL/60133	<b>County:</b> COOK	<b>Fax:</b>	

ADDITIONAL ORDER INFORMATION	
<b>Check All That Apply:</b>	
<input type="checkbox"/> Sales Tax Exempt (Attach Valid Exemption Certificate) <input type="checkbox"/> PO Included PO# _____ <input type="checkbox"/> Syndication	<input type="checkbox"/> Fixed Service Charge <input type="checkbox"/> Add to Existing Service Contract # _____ <input type="checkbox"/> PS Service (Subject to and governed by separate Statement of Work) <input type="checkbox"/> IT Service (Subject to and governed by separate Statement of Work)

This is an Order made pursuant to the terms and conditions of the above referenced Master Agreement(s) between Customer and Ricoh USA, Inc. The signature below indicates that the customer accepts all terms and conditions of the applicable Master Agreement(s) for this sale, including but not limited to the terms set forth in the Master Agreement(s) and any Exhibit A thereto, all of which are incorporated herein by reference and made part of this Order. This Order is not valid unless and until signed by and Authorized Signatory of Ricoh USA, Inc.

SERVICE INFORMATION		
Service Term (Months)	Base Billing Frequency	Overage Billing Frequency
60 Months	QUARTERLY	QUARTERLY

SHIP TO INFORMATION			
<b>Customer Name:</b> VILLAGE OF HANOVER PARK			
<b>Address Line 1:</b> 2121 W LAKE ST		<b>Contact:</b> McGhinnis,Dan	
<b>Address Line 2:</b>		<b>Phone:</b> (630)823-5670	
<b>City:</b> HANOVER PARK		<b>E-mail:</b> dmcghinnis@hpil.org	
<b>ST / Zip:</b> IL/60133	<b>County:</b> COOK	<b>Fax:</b>	

PRODUCT INFORMATION							
Product Description	Qty	Service Type	B/W Allowance <small>(Per Base Billing Frequency)</small>	B/W Ovg	Color Allowance <small>(Per Base Billing Frequency)</small>	Color Ovg	Service Base <small>(Per Base Billing Frequency)</small>
[XXXX]RICOH AFICIO MPC7501	1	Gold	0	\$0.0060	0	\$0.0430	

BASIC CONNECTIVITY / PS / IT SERVICES INFORMATION	
BASIC CONNECTIVITY / PS / IT Services Description	Quantity
NETWORK & SCAN - SEG BC4	1

**ORDER TOTALS**

<b>Service Type Offerings:</b>	<b>Product Total:</b>	
<b>Gold:</b> Includes all supplies and staples. Excludes paper.	<b>BASIC CONNECTIVITY / PS / IT Services:</b>	
<b>Silver:</b> Includes all supplies. Excludes paper and staples.	<b>Buyout After Promotions:</b>	
<b>Bronze:</b> Parts and labor only. Excludes paper, staples and supplies.	<b>Grand Total: (Excludes Tax)</b>	
<b>Additional Provisions:</b>		
Per US Communities Contract 4400003732		

<b>Accepted by Customer</b>	<b>Accepted: Ricoh USA, Inc.</b>
Authorized Signature: _____	Authorized Signature: _____
Printed Name: _____	Printed Name: _____
Title: _____	Title: _____
Date: _____	Date: _____





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

**FROM:** Juliana A. Maller, Village Manager  
Howard A. Killian, Director of Engineering and Public Works

**SUBJECT:** Purchase of Police Investigation Vehicle

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Fleet Services is recommending the purchase of a 2014 Ford Explorer for \$29,740 to replace a 2005 Chevrolet Impala used by the Police Investigation Division.

**Discussion**

The Village is able to take advantage of the Northwest Municipal Conference bid for the purchase of this Ford Explorer for the Police Department. The FY14 Budget includes \$30,000 for this replacement unit. We recommend the Village Board take advantage of this proposal.

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Bredemann Ford, Glenview	2014 Ford Explorer	\$29,740

The Ford Explorers have been working well in the Police Department. This unit would be an unmarked, undercover unit, which the Police Department feels will work well in their operation. The 2005 Chevrolet Impala being replaced has 118,000 miles and will be sent to auction.

**Recommended Action**

Motion to establish a Purchase Order to Bredemann Ford for the purchase of a 2014 Ford Explorer in an amount not to exceed \$29,740 and authorize the Village Manager to execute the necessary documents.

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$30,000	
<b>Actual Cost:</b>	\$29,740	
<b>Account Number:</b>	061-6110-485-13.41	

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

Executed By: Juliana Maller



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

**FROM:** Juliana A. Maller, Village Manager  
Howard A. Killian, Director of Engineering and Public Works

**SUBJECT:** Tanglewood Homeowners Association – EAB Removals

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Staff is recommending the President and Village Board approve a contract with Homer Tree Care, Inc. for the removal and stump repair of 146 Ash trees in the Tanglewood Subdivision in an amount not to exceed \$34,517.

**Discussion**

The Public Works Department opened formal bids on September 19, 2013 for the removal and stump repair of 146 Ash trees in the Tanglewood Subdivision. Homer Tree Care, Inc. of Wauconda, Illinois was the low bid contractor and the results are listed below.

Homer Tree Care, Inc.	\$34,517
The Care of Trees, Inc.	\$92,568

This project is not paid for with Village funds, but with funds from the Special Service Area No. 5, which is paid for from the property tax and is used to fund public improvements in the development. This project has been recommended by the Homeowners Association and staff concurs.

**Recommended Action**

Motion to approve a contract with Homer Tree Care, Inc. for the removal and stump repair of 146 Ash trees for an amount not to exceed \$34,517 and authorize the Village Manager to execute the necessary documents.

<b>Budgeted Item:</b>	<u>  X  </u> Yes	<u>    </u> No
<b>Budgeted Amount:</b>	\$40,000	
<b>Actual Cost:</b>	\$34,517	
<b>Account Number:</b>	035-0000-461-13.22	

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

Executed By: Juliana Maller



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

**FROM:** Juliana A. Maller, Village Manager  
Howard A. Killian, Director of Engineering and Public Works

**SUBJECT:** Tanglewood Homeowners Association – Tree Pruning

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Staff is recommending the President and Village Board approve a contract with Homer Tree Care, Inc. for the pruning of 550 trees in the Tanglewood Subdivision in an amount not to exceed \$37,948.

**Discussion**

The Public Works Department opened formal bids on September 19, 2013 for the pruning of 550 trees in the Tanglewood Subdivision. Homer Tree Care, Inc. of Wauconda, Illinois was the low bid contractor and the results are listed below.

Homer Tree Care, Inc.	\$37,948
The Care of Trees, Inc.	\$62,000

This project is not paid for with Village funds, but with funds from the Special Service Area No. 5, which is paid for from the property tax and is used to fund public improvements in the development. This project has been recommended by the Homeowners Association and staff concurs.

**Recommended Action**

Motion to approve a contact with Homer Tree Care, Inc. for the pruning of 550 trees in an amount not to exceed \$37,948 and authorize the Village Manager to execute the necessary documents.

<b>Budgeted Item:</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Budgeted Amount:</b>	\$40,000	
<b>Actual Cost:</b>	\$37,948	
<b>Account Number:</b>	035-0000-461-13.22	

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

Executed By: Juliana Maller



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

**FROM:** Juliana A. Maller, Village Manager  
Howard A. Killian, Director of Engineering and Public Works

**SUBJECT:** Phase I Engineering Agreement – Barrington Road/Walnut Avenue

**ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**RECOMMENDED FOR CONSENT AGENDA:**  Yes  No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Staff is recommending the President and Village Board approve the attached Preliminary Engineering Services Agreement for Federal Participation for the Barrington Road/Walnut Avenue STP Project, with Bollinger Lach & Associates, Inc., in an amount not to exceed \$24,380.

**Discussion**

At the June 6, 2013 Village Board Meeting, the President and Village Board approved a resolution in support of applying for a Surface Transportation Program Grant for traffic signal improvements at Barrington Road and Walnut Avenue; street lighting on Barrington Road from Irving Park Road to Lake Street; and a bus pull off lane in front of the Hanover Square Shopping Center.

This Agreement is for the Phase I Engineering Services required by the process. Phase II, the Design Phase, will follow with a 50 percent cost share from the Program Funds.

The selection of Bollinger, Lach & Associates, Inc. is in accordance with our purchasing policy for this type of service. Bollinger, Lach & Associates, Inc. assisted the Village with the STP application process and designed the Gladiola Lane Reconstruction Project in 2011 for the Village.

This project was not initially budgeted, but will be paid for with remaining Engineering funds from the Longmeadow Lane Project.

**Recommended Action**

Motion to approve the attached Preliminary Engineering Services Agreement for Federal Participation for the Barrington Road/Walnut Avenue Surface Transportation Program Project with Bollinger, Lach & Associates, Inc., for an amount not to exceed \$24,380 and authorize the Village Manager to execute the necessary documents.

**Attachments:** Preliminary Engineering Services Agreement for Federal Participation for the Barrington Road/Walnut Avenue Surface Transportation Program Project

<b>Budgeted Item:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Budgeted Amount:</b>	\$0 (Utilizing savings from Longmeadow Lane Project)
<b>Actual Cost:</b>	\$24,380
<b>Account Number:</b>	010-0000-441-03.64

Local Agency Village of Hanover Park	<b>L O C A L  A G E N C Y</b>	 <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering Services Agreement For Federal Participation</b>	<b>C O N S U L T A N T</b>	Consultant Bollinger Lach & Associates, Inc.
County Cook				Address 333 Pierce Road, Suite 200
Section 13-00062-00-SP				City Itasca
Project No.				State IL
Job No.				Zip Code 60143
Contact Name/Phone/E-mail Address Howard Killian 630-823-5700 hkillian@hpnil.org				Contact Name/Phone/E-mail Address Brendan Daly 630-438-6400 bdaly@bollingerlach.com

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

**Project Description**

Name Barrington Road STP Route SRA #362 Length 0.9 mile Structure No. \_\_\_\_\_  
 Termini Signal at intersection - bus terminal 800' south - Lighting from Irving Park Road to Lake Street

Description Upgrade existing traffic signals at the intersection of Barrington Road and Walnut Avenue, incorporate a new bus terminal 500' south of Walnut Ave. at Hanover Square and incorporate new lighting from south of Irving Park Road (Laurel Ave.) to north of Lake Street (Maple Avenue).

**Agreement Provisions**

**I. THE ENGINEER AGREES,**

1. To perform or be responsible for the performance, in accordance with STATE approved design standards and policies, of engineering services for the LA for the proposed improvement herein described.
2. To attend any and all meetings and visit the site of the proposed improvement at any reasonable time when requested by representatives of the LA or STATE.
3. To complete the services herein described within 180 calendar days from the date of the Notice to Proceed from the LA, excluding from consideration periods of delay caused by circumstances beyond the control of the ENGINEER.
4. The classifications of the employees used in the work should be consistent with the employee classifications and estimated man-hours shown in EXHIBIT A. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are indicated in Exhibit A to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
5. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
6. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of work by the STATE will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or for clarification of any ambiguities.
7. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will affix the ENGINEER's professional seal when such seal is required by law. Plans for structures to be built as a part of the improvement will be prepared under the supervision of a registered structural engineer and will affix structural engineer seal when such seal is required by law. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the STATE.
8. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.

9. The undersigned certifies neither the ENGINEER nor I have:
- employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT,
  - agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
  - paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
  - are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
  - have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
  - are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
  - have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
10. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
11. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
12. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the project (Exhibit B).
13. Scope of Services to be provided by the ENGINEER:
- Make such detailed surveys as are necessary for the planning and design of the PROJECT.
  - Make stream and flood plain hydraulic surveys and gather both existing bridge upstream and downstream high water data and flood flow histories.
  - Prepare applications for U.S. Army Corps of Engineers Permit, Illinois Department of Natural Resources Office of Water Resources Permit and Illinois Environmental Protection Agency Section 404 Water Quality Certification.
  - Design and/or approve cofferdams and superstructure shop drawings.
  - Prepare Bridge Condition Report and Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types and high water effects on roadway overflows and bridge approaches).
  - Prepare the necessary environmental and planning documents including the Project Development Report, Environmental Class of Action Determination or Environmental Assessment, State Clearinghouse, Substate Clearinghouse and all necessary environmental clearances.
  - Make such soil surveys or subsurface investigations including borings and soil profiles as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations to be made in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE.
  - Analyze and evaluate the soil surveys and structure borings to determine the roadway structural design and bridge foundation.
  - Prepare preliminary roadway and drainage structure plans and meet with representatives of the LA and STATE at the site of the improvement for review of plans prior to the establishment of final vertical and horizontal alignment, location and size of drainage structures, and compliance with applicable design requirements and policies.
  - Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
  - Complete the general and detailed plans, special provisions and estimate of cost. Contract plans shall be prepared in accordance with the guidelines contained in the Bureau of Local Roads and Streets manual. The special provisions and detailed estimate of cost shall be furnished in quadruplicate.
  - Furnish the LA with survey and drafts in quadruplicate all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

## II. THE LA AGREES,

- To furnish the ENGINEER all presently available survey data and information
- To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee       CPFF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or  
 CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or  
 CPFF = 14.5%[(2.3 + R)DL + IHDC]

Note:  
Please use mouse to select compensation formula.

Where: DL = Direct Labor  
 IHDC = In House Direct Costs  
 OH = Consultant Firm's Actual Overhead Factor  
 R = Complexity Factor

Specific Rate       (Pay per element)

Lump Sum       \_\_\_\_\_

- To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

With Retainage

- For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

- The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).

## III. IT IS MUTALLY AGREED,

- That no work shall be commenced by the ENGINEER prior to issuance by the LA of a written Notice to Proceed.
- That tracings, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LA and that basic survey notes, sketches, charts and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request, to the LA or to the STATE, without restriction or limitation as to their use.

3. That all reports, plans, estimates and special provisions furnished by the ENGINEER shall be in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE, it being understood that all such furnished documents shall be approved by the LA and the STATE before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this agreement.
5. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the STATE; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
6. The payment by the LA in accordance with numbered paragraph 3 of Section II will be considered payment in full for all services rendered in accordance with this AGREEMENT whether or not they be actually enumerated in this AGREEMENT.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LA, the STATE, and their officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LA. The LA will be responsible for reimbursement of all eligible expenses to date of the written notice of termination.
9. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State, as defined in the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- a. Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (a) abide by the terms of the statement; and
    - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- b. Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
  - (3) Any available drug counseling, rehabilitation and employee assistance program; and
  - (4) The penalties that may be imposed upon an employee for drug violations.
- c. Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- d. Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- e. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by,
- f. Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- g. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.



Exhibit A - Preliminary Engineering

Route: Barrington Road  
 Local Agency: Village of Hanover Park  
 (Municipality/Township/County)  
 Section: 13-00062-00-SP  
 Project: Barrington Road STP  
 Job No.: \_\_\_\_\_

\*Firm's approved rates on file with IDOT'S Bureau of Accounting and Auditing:

Overhead Rate (OH) 141.55 %  
 Complexity Factor (R) 0.00  
 Calendar Days 180

Method of Compensation:

- Cost Plus Fixed Fee 1  14.5%[(DL + R(DL) + OH(DL) + IHDC]
- Cost Plus Fixed Fee 2  14.5%[(DL + R(DL) + 1.4(DL) + IHDC]
- Cost Plus Fixed Fee 3  14.5%[(2.3 + R)DL + IHDC]
- Specific Rate
- Lump Sum

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
Data Collection	Project Manager	24.00	\$44.21	\$1,061.04	\$1,501.90	\$0.00	\$148.00	\$393.08	\$3,104.02
Environmental	Dir. Env. Svcs.	16.00	\$45.83	\$733.28	\$1,037.95	\$0.00	\$0.00	\$256.82	\$2,028.05
	CADD I	4.00	\$27.00	\$108.00	\$152.87	\$0.00	\$0.00	\$37.82	\$ 298.69
CE-1 No Rpeort	Assist. Dir. Eng.	4.00	\$56.73	\$226.92	\$321.20	\$0.00	\$0.00	\$79.47	\$ 627.59
	Proj. Manager	40.00	\$44.21	\$1,768.40	\$2,503.17	\$0.00	\$9.00	\$620.68	\$4,901.25
Meetings	Assistant Dir.	8.00	\$56.73	\$453.84	\$642.41	\$0.00	\$48.00	\$165.91	\$1,310.16
	Proj. Manager	8.00	\$44.21	\$353.68	\$500.63	\$0.00	\$48.00	\$130.83	\$1,033.14
				\$0.00	\$0.00			\$0.00	
				\$0.00	\$0.00			\$0.00	
				\$0.00	\$0.00			\$0.00	
				\$0.00	\$0.00			\$0.00	
Topographic Survey						\$11,077.87	\$0.00		\$11,077.87
<b>Totals</b>		<b>104.00</b>		<b>\$4,705.16</b>	<b>\$6,660.13</b>	<b>\$11,077.87</b>	<b>\$ 253.00</b>	<b>\$1,684.61</b>	<b>\$24,380.77</b>





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

**FROM:** Juliana Maller, Village Manager  
Rebekah Flakus, Finance Director

**SUBJECT:** Ordinance Adopting a Calendar Year Fiscal Year

**ACTION**

**REQUESTED:**  Approval     Concurrence     Discussion     Information

**RECOMMENDED FOR CONSENT AGENDA:**     Yes     No

**MEETING DATE:** October 3, 2013

**Executive Summary**

Pass an Ordinance adopting a calendar year fiscal year.

**Discussion**

The Strategic Plan includes the goal to transition the Village’s budget year from a May 1<sup>st</sup> through April 30<sup>th</sup> fiscal year to a January 1<sup>st</sup> through December 31<sup>st</sup> calendar year. This was discussed at the Finance Committee meeting on August 19, 2013 and at the Village Board Workshop on September 19<sup>th</sup>, 2013. Direction was given to staff to proceed with the steps necessary to implement a calendar fiscal year.

Part of transitioning to a calendar year includes creating a Village Ordinance adopting a calendar fiscal year. Attached is a draft Ordinance prepared by the Village’s Legal Counsel that will allow the fiscal year to change. Staff requests direction to proceed with bringing the Ordinance adopting a calendar year fiscal year to a Village Board Meeting for final approval. Implementation can begin once an ordinance is in place.

**Recommended Action**

Move to approve passing an Ordinance adopting a calendar year fiscal year.

**Attachments:** Ordinance  
Budget Calendar

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

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

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

ORDINANCE NO. O-13-

AN ORDINANCE ADOPTING A CALENDAR YEAR FISCAL YEAR

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 definition of "Fiscal year" as alphabetically listed and found in Section 1-2 of Chapter 1 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

\* \* \* \* \*

Sec. 1-2. Rules of construction and definitions.

\* \* \* \* \*

Fiscal year shall mean a calendar year for the period from January 1 of each year to December 31 of the same year.

\* \* \* \* \*

SECTION 2: That Section 94-2 of Chapter 94 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 94-3. Compilation and contents of the budget.

On or before the first regular Village Board meeting in December of each year, the village manager shall submit to the village board an annual budget which shall contain actual or estimated revenues and expenditures for the two years immediately preceding the fiscal year for which the budget is prepared. The budget will contain revenues available to the Village for the fiscal year for which the budget is drafted, together with recommended expenditures for the Village and all the Village's departments, commissions, and boards. Revenue estimates and expenditure recommendations shall be presented in a manner which is in conformity with good fiscal management practice. Each budget shall show the specific fund from which each anticipated expenditure shall be made.

SECTION 3: Transition Schedule to accomplish the new Calendar Year Fiscal Year provided for in Section 1 of this Ordinance and the compilation of the budget provided for in



**VILLAGE OF HANOVER PARK  
FISCAL YEAR 2014B & CALENDAR YEAR 2015  
BUDGET AND TAX LEVY CALENDAR**

October 7, 2013 Discuss 2013 Levy Options with Village Manager

October 21, 2013 Finalize with Village Manager the recommended 2013 Property tax levy

**October 28, 2013 Finance Committee Meeting (4:30 p.m.) to discuss Property Tax Levy**

November 5, 2013 Budget guidance and distribution of Instruction Manual - for 20 months (Staff Meeting 9:00 a.m.)

November 7, 2013 Fiscal Year 2014B Budget & Public Input (6:00 p.m.)

November 7, 2013 Strategic Plan Update & Impact on Budget (6:00 p.m.)

November 21, 2013 2nd Quarter FY 2014 Financial Report Presentation (6:00 p.m.)

November 21, 2013 Discuss 2013 Property Tax Levy recommendation with Village Board at workshop (6:00 p.m.)

November 21, 2013 Truth and Taxation Estimate & Public Hearing on Village Board Meeting Agenda (7:30 p.m.)

**November 25, 2013 Potential preliminary meeting with Finance Committee**

December 5, 2013 Final Discussion of 2013 Property Tax Levy with Village Board if needed (6:00 p.m.)

December 5, 2013 2013 Property Tax Levy and Abatements on Village Board meeting agenda (7:30 p.m.)

December 13, 2013 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.  
For FY 2014B and Calendar Year 2015

December 23, 2013 File 2013 Property Tax Levy and Abatements with Cook and DuPage Counties

January 20, 2014 Budget Revisions Due to Finance for both FY 2014B & Calendar Year 2015

**January 27, 2014 Finance Committee Meeting - Review draft budget**

**February 6, 2014 Finance Committee Meeting - if needed (meet prior to Board Workshop 4:30 p.m.)**

February 12, 2014 Pull together documents for Calendar Year 2015 budget, but save for later approval

February 20, 2014 FY 2014B Budget Discussion with Village Board at Board Workshop (6:30 p.m.)

February 20, 2014 Add Agenda Memo Item - Motion for a public hearing & Display of Budget (7:30 p.m.)

**February 24, 2014 Potential meeting with Finance Committee**

February 27-March 7, 2014 Prepare FY 2014B Budget Document for Village Board Approval

March 3, 2014 Publish legal notice for Budget Law Hearing in newspaper (10 days before Budget Law Hearing)

March 5, 2014 Put FY 2014B Budget on file for public review (10 days before Budget Law Hearing)

March 20, 2014 Budget Public Hearing on FY 2014B Budget prior to Board Meeting (7:15 p.m.)

March 20, 2014 Board Meeting - Pass Budget Ordinance adopting FY 2014B Budget (7:30 p.m.)

April 18, 2014 Deadline for adoption of FY 2014B Budget

**May 1, 2014 Start of Fiscal Year 2014B**

**May 1, 2014 Go live with New World in Finance & HR**

**VILLAGE OF HANOVER PARK  
FISCAL YEAR 2014B & CALENDAR YEAR 2015  
BUDGET AND TAX LEVY CALENDAR**

June 2014 Audit Prep work - Fiscal Year 2014B  
July 2014 Audit Fieldwork - Fiscal Year 2014B  
August 2014 Finalizing Items for CAFR and Audit - Fiscal Year 2014B  
September 2, 2014 Utility Billing Go Live with New World

August 5, 2014 Budget guidance and distribution of Instruction Manual Calendar Year 2015 (Staff Meeting 9:00 a.m.)

August 7, 2014 Calendar Year 2015 Budget, Strategic Plan, and Department & Public Input (6:00 p.m.)

August 7, 2014 Strategic Plan Update & Impact on Budget (6:00 p.m.)

August 29, 2014 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.

September 26, 2014 Finance & Manager's Office Finalize draft of Levy & Budget recommendation

**October 6, 2014 Finance Committee Meeting - 2014 Levy Options & Calendar Year 2015 Year Input**

October 7, 2014-October 13, 2014 Finalize with Village Manager the recommended 2014 Property tax levy & Calendar Year 2015 Budget

**October 20, 2014 Finance Committee Meeting to implement any final changes to Calendar Year 2015 Budget & 2014 Property Tax Levy**

November 6, 2014 Bring Draft 2014 Property Tax Levy & Draft Calendar Year 2015 Budget for Village Board review - Workshop (6:00 p.m.)

November 6, 2014 Budget Public Hearing on FY 2015 Budget prior to Board Meeting (7:15 p.m.)

November 6, 2014 Truth and Taxation Estimate & Public Hearing on Village Board Meeting Agenda (7:30 p.m.)

November 17, 2014 Publish legal notice for Budget Law Hearing in newspaper (10 days before Budget Law Hearing)

November 19, 2014 Put Calendar 2015 Budget on file for public review (10 days before Budget Law Hearing)

December 4, 2014 Final Discussion of 2014 Property Tax Levy and Calendar Year 2015 Budget with Village Board (6:00 p.m.) - if needed

December 4, 2014 2014 Property Tax Levy and Abatements & Calendar Year 2015 Budget on Village Board meeting agenda for approval (7:30 p.m.)

December 22, 2014 Deadline to File 2014 Property Tax Levy

December 22, 2014 File Approved Calendar Year 2015 Budget

December 31, 2014 Deadline for adoption of Calendar Year 2015 Budget

**January 1, 2015 Start Calendar Year 2015**



Village of Hanover Park

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager

SUBJECT: Warrant

ACTION

REQUESTED: [X] Approval [ ] Concurrence [ ] Discussion [ ] Information

RECOMMENDED FOR CONSENT AGENDA: [ ] Yes [X] No

MEETING DATE: October 3, 2013

Recommended Action

Approve Warrant SWS212 in the amount of \$1,053,318.75

Approve Warrant W659 in the amount of \$263,336.77

Approve Warrant PC30(P-Cards) in the amount of \$21,606.61

JM:smk

Attachments: Warrants

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

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

Wednesday, September 25, 2013

Paid In Advance

VEND NO	VENDOR NAME								EFT OR
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT		HAND-ISSUED AMOUNT
000342	ACCRUED PAYROLL								
	SWS212		28	09/13/2013	001-0000-210.00-00	9/13 #1 P/R	CHECK #: 54		378,796.32
							VENDOR TOTAL *		378,796.32
025741	AFLAC								
980954	SWS212		28	09/10/2013	001-0000-211.01-00	8/13 PREMIUM	CHECK #: 206585		2,638.04
							VENDOR TOTAL *		2,638.04
004965	CONTINENTAL AMERICAN INSURANCE								
11226	SWS212		28	09/10/2013	001-0000-211.01-00	8/13 PREMIUM AFLAC GROUP	CHECK #: 206586		1,742.66
							VENDOR TOTAL *		1,742.66
004587	COOK DUPAGE BEEKEEPERS ASSN								
	SWS212		00	09/05/2013	001-0135-411.03-91	CDBA 2013 BANQUET (2)	CHECK #: 114949		40.00
							VENDOR TOTAL *		40.00
003703	FIDELITY SECURITY LIFE INS/EYE MED								
5855820	SWS212		28	09/10/2013	001-0000-212.01-00	8/13 PREMIUM	CHECK #: 206587		1,527.08
							VENDOR TOTAL *		1,527.08
028044	HANOVER PARK PROF FF LOCAL 3452								
	SWS212		28	09/10/2013	001-0000-211.07-01	8/13 UNION DUES	CHECK #: 206588		1,873.80
							VENDOR TOTAL *		1,873.80
009051	IL DEPARTMENT OF REVENUE								
	SWS212		28	09/13/2013	001-0000-211.03-00	IL W/H 9/13 #1 P/R	CHECK #: 55		25,455.12
							VENDOR TOTAL *		25,455.12
028762	IL FUNDS								
	SWS212		04	09/13/2013	001-0000-211.05-00	9/13 POL PEN CONTRIB #1	CHECK #: 56		17,912.62
	SWS212		04	09/13/2013	001-0000-211.05-01	9/13 FIRE PEN CONTRIB #1	CHECK #: 57		10,065.28
							VENDOR TOTAL *		27,977.90
009198	IL MUNICIPAL RETIREMENT FUND								
	SWS212		28	09/10/2013	001-0000-211.04-00	8/13 VOLUNTARY CONTRIB	CHECK #: 52		2,840.98
	SWS212		28	09/10/2013	001-0000-211.04-00	8/13 EMPLOYEE CONTRIB	CHECK #: 52		32,164.87
	SWS212		28	09/10/2013	001-0000-211.04-00	8/13 EMPLOYER CONTRIB	CHECK #: 52		109,003.08
							VENDOR TOTAL *		144,008.93
009525	INTERGOVERNMENTAL PERSONNEL BENEFIT								
	SWS212		28	09/03/2013	001-0000-212.01-00	9/13 VILLAGE PREMIUM	CHECK #: 52		276,249.51
							VENDOR TOTAL *		276,249.51
009537	INTERNAL REVENUE SERVICE								
	SWS212		28	09/13/2013	001-0000-211.01-00	FED W/H 9/13 #1 P/R	CHECK #: 58		72,915.93
	SWS212		28	09/13/2013	001-0000-211.02-00	VLG FICA 9/13 #1 P/R	CHECK #: 58		36,204.45
	SWS212		28	09/13/2013	001-0000-211.02-00	EMPL FICA 9/13 #1 P/R	CHECK #: 58		36,204.45

Paid In Advance

VEND NO	VENDOR NAME									EFT OR
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION		CHECK AMOUNT		HAND-ISSUED AMOUNT
								VENDOR TOTAL *		145,324.83
004966	LEGALSHIELD									
137274	SWS212		28	09/10/2013	001-0000-211.02-00	8/13 LEGALSHIELD PREMIUM	CHECK #:	206589		421.13
								VENDOR TOTAL *		421.13
960165	MARTAM CONSTRUCTION									
11095	SWS212		00	09/11/2013	050-5060-473.03-42	EMERGENCY REPAIR 8/2/13	CHECK #:	115133		7,468.96
11096	SWS212		00	09/11/2013	050-5060-473.03-42	EMERGENCY REPAIR 8/12/13	CHECK #:	115133		10,356.77
11096	SWS212		00	09/11/2013	050-5060-473.03-42	HAUL AWAY SPOILS	CHECK #:	115133		7,413.75
								VENDOR TOTAL *		25,239.48
028256	METROPOLITAN ALLIANCE OF POLICE									
	SWS212		28	09/10/2013	001-0000-211.07-02	8/13 UNION DUES	CHECK #:	206590		1,402.50
	SWS212		28	09/10/2013	001-0000-211.07-02	8/13 SGT UNION DUES	CHECK #:	206590		198.00
								VENDOR TOTAL *		1,600.50
002599	MIRANDA, JUAN									
	SWS212		00	09/11/2013	001-0830-421.03-72	REIMB-FUEL PURCHASE	CHECK #:	115134		57.00
								VENDOR TOTAL *		57.00
000972	S.E.I.U. LOCAL NO. 73 AFL-CIO									
	SWS212		28	09/10/2013	001-0000-211.07-03	8/13 UNION DUES	CHECK #:	206591		279.36
								VENDOR TOTAL *		279.36
016415	SECRETARY OF STATE									
	SWS212		00	09/04/2013	001-0650-416.03-99	RENEWAL STICKER	CHECK #:	114948		101.00
								VENDOR TOTAL *		101.00
027557	STATE DISBURSEMENT FUND									
	SWS212		28	09/13/2013	001-0000-211.00-00	9/13 #1 P/R MAINTENANCE	CHECK #:	59		1,978.64
								VENDOR TOTAL *		1,978.64
017581	TEAMSTERS LOCAL UNION 700									
	SWS212		28	09/10/2013	001-0000-211.07-00	8/13 UNION DUES	CHECK #:	206592		2,175.50
								VENDOR TOTAL *		2,175.50
008760	VANTAGEPOINT TRANSFER AGENTS-457									
	SWS212		28	09/13/2013	001-0000-211.09-00	DEDUCTION 9/13 #1 P/R	CHECK #:	60		14,273.60
	SWS212		28	09/13/2013	001-0000-211.09-00	DEDUCTION 9/13 #1 P/R	CHECK #:	60		1,209.34
								VENDOR TOTAL *		15,482.94
014274	VILLAGE OF HANOVER PARK PETTY CASH									
	SWS212		00	09/17/2013	001-0460-414.03-91	DONUTS-SCHAUMBURG PARADE	CHECK #:	115136		33.16
	SWS212		00	09/17/2013	001-0510-415.02-11	PHONE CHARGER	CHECK #:	115136		38.73
	SWS212		00	09/17/2013	001-0510-415.03-72	MILEAGE-IPBC MEETING	CHECK #:	115136		10.85
	SWS212		00	09/17/2013	001-0660-416.03-72	MILEAGE-MISC MEETINGS	CHECK #:	115136		23.20

Wednesday, September 25, 2013

Paid In Advance

VEND NO	VENDOR NAME								EFT OR
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	CHECK #:	HAND-ISSUED AMOUNT
	SWS212		00	09/17/2013	001-0710-420.03-72	8/13 MILEAGE	115136	CHECK #:	28.25
	SWS212		00	09/17/2013	001-0810-421.02-13	CALEA ASSESSORS LUNCH	115136	CHECK #:	21.27
	SWS212		00	09/17/2013	001-0810-421.02-13	SUPPLIES-CALEA ASSESSMENT	115136	CHECK #:	41.66
	SWS212		00	09/17/2013	001-0810-421.02-13	CALEA ASSESSORS LUNCH	115136	CHECK #:	18.29
	SWS212		00	09/17/2013	001-0810-421.02-13	SUPPLIES-CALEA ASSESSMENT	115136	CHECK #:	10.29
	SWS212		00	09/17/2013	001-0810-421.03-71	DCCOP MEETING FEE	115136	CHECK #:	25.00
	SWS212		00	09/17/2013	001-0810-421.03-71	DCCOP MEETING FEE	115136	CHECK #:	25.00
	SWS212		00	09/17/2013	001-0810-421.03-71	COPEES MEETING FEE	115136	CHECK #:	20.00
	SWS212		00	09/17/2013	001-0820-421.03-71	MEAL EXPENSE	115136	CHECK #:	5.74
	SWS212		00	09/17/2013	001-0820-421.03-71	MEETING SUPPLIES	115136	CHECK #:	7.00
	SWS212		00	09/17/2013	001-0820-421.03-71	MEAL EXPENSE	115136	CHECK #:	9.27
	SWS212		00	09/17/2013	001-0820-421.03-72	REIMB-COURT MILEAGE	115136	CHECK #:	20.91
	SWS212		00	09/17/2013	001-0830-421.03-71	MEAL EXPENSE	115136	CHECK #:	10.39
								VENDOR TOTAL *	349.01

TOTAL EXPENDITURES \*\*\*\* 1,053,318.75

EAL DESCRIPTION: EAL: 09252013 LET

VOUCHER SELECTION CRITERIA

Voucher/discount due date . . . . . 09/25/2013  
All banks . . . . . A

REPORT SEQUENCE OPTIONS:

Vendor . . . . . X One vendor per page? (Y,N) . . . . . N  
Bank/Vendor . . . . . One vendor per page? (Y,N) . . . . . N  
Fund/Dept/Div . . . . .  
Fund/Dept/Div/Element/Obj  
Proj/Fund/Dept/Div/Elm/Obj  
This report is by: Vendor  
Process by bank code? (Y,N) . . . . . N  
Print reports in vendor name sequence? (Y,N) . . . . . Y  
Calendar year for 1099 withholding . . . . . 2013  
Disbursement year/per . . . . . 2014/06  
Check date . . . . . 10/04/2013

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK NO	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0026065 13-809	00	A & E ROOFING & SIDING W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0005822 13-28	00	ACB CONSTRUCTION INC W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	725.00	
						VENDOR TOTAL *	725.00	
0005787 13-786	00	ADH IMPROVEMENT INC W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0005785 12929	00	ADVANCED PUBLIC SAFETY W659	00	09/23/2013	031-0000-466.13-31	A/C ADAPTER FOR TOUGHBOOK	90.73	
						VENDOR TOTAL *	90.73	
0025890 90110 90172	00	AIR ONE EQUIPMENT, INC. W659 W659	00 00 00	09/23/2013 09/23/2013 09/23/2013	001-0720-420.03-36 001-0720-420.03-36	METER CALIBRATION SCBA MAINTENANCE	175.00 7.50	
						VENDOR TOTAL *	182.50	
0007231 9019391531	00	AIRGAS USA LLC W659 140051	00	09/03/2013	001-0720-420.02-26	OXYGEN	480.31	
						VENDOR TOTAL *	480.31	
0002559 4710	00	ALANIZ LANDSCAPE GROUP W659 140002	00	08/16/2013	001-0870-421.03-36	WEED ABATEMENT SERVICES	312.00	
						VENDOR TOTAL *	312.00	
0000752 496772	00	ALEXIAN BROS. CORPORATE HEALTH SVS W659	00	09/23/2013	001-0440-414.03-65	HP SCREENING/PD RECRUIT	351.00	
						VENDOR TOTAL *	351.00	
0005809 S13-479	00	ALLIANCE GLAZING TECHNOLOGIES W659	00	09/23/2013	001-0640-416.03-34	REPR PD FRONT DOOR METAL	2,188.00	
						VENDOR TOTAL *	2,188.00	
0004794 174644	00	ANDY FRAIN SERVICES INC W659	00	09/23/2013	001-0820-421.03-36	8/13 CROSSING GUARD SERV	1,928.16	
						VENDOR TOTAL *	1,928.16	
0001409 13-405	00	ARS OF ILLINOIS W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0004167 13-569	00	ASLAN, YILMAZ W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0001238	00	ASSOCIATED BAG COMPANY						

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001238 N213379	00 W659	ASSOCIATED BAG COMPANY	00 09/24/2013	001-0850-421.02-35	EVIDENCE BAGS	267.60	
					VENDOR TOTAL *	267.60	
0001149 630Z9901125160 630Z9901125160 630Z9901125160	00 W659 W659 W659	AT&T	00 09/24/2013 00 09/24/2013 00 09/24/2013	001-0470-414.03-11 050-5010-471.03-11 050-5020-472.03-11	DSL LINES DSL LINES DSL LINES	14.13 13.07 8.12	
					VENDOR TOTAL *	35.32	
0003103 287241079139 287025195222	00 W659 W659	AT&T MOBILITY	00 09/23/2013 00 09/23/2013	001-0470-414.03-11 001-0470-414.03-11	8/8-9/7 MOBILITY 8/8-9/7 MOBILITY	110.76 190.35	
					VENDOR TOTAL *	301.11	
0001259 13115480	00 W659	ATD-AMERICAN	00 09/23/2013	001-0850-421.02-27	JAIL CELL BLANKETS	366.96	
					VENDOR TOTAL *	366.96	
0001421 455546 014346	00 W659 W659	AVALON PETROLEUM COMPANY	00 09/23/2013 00 09/23/2013	001-0000-141.03-00 001-0000-141.03-00	REGULAR GASOLINE BIO-DIESEL FUEL	18,782.64 5,311.86	
					VENDOR TOTAL *	24,094.50	
0004604 252-1733486	00 W659	BANK OF NEW YORK MELLON TRUST CO	00 09/23/2013	046-0000-456.03-99	PAYING AGENT FEE 2011 BND	428.00	
					VENDOR TOTAL *	428.00	
0005810 13-156	00 W659	BARBIERI, DONNA	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0026832 280-267651	00 W659	BATTERIES PLUS #280	00 09/24/2013	001-0820-421.02-34	BATTERIES	79.20	
					VENDOR TOTAL *	79.20	
0027702 12179C12 12179C13	00 W659 W659	BEST TECHNOLOGY SYSTEMS INC	00 09/24/2013 00 09/24/2013	001-0640-416.03-36 001-0640-416.03-36	REPLACE FILTERS-FIR RANGE DISPOSE LEAD-FIRING RANGE	1,565.00 915.00	
					VENDOR TOTAL *	2,480.00	
0001943 75906 76086-1	00 W659 W659	BIGGERS CHEVROLET	00 09/23/2013 00 09/23/2013	001-0650-416.02-22 001-0650-416.02-22	WHEEL NUT COVERS-#306 HUB CAP-#306	15.90 98.34	
					VENDOR TOTAL *	114.24	
0027991 81187740	00 W659	BOUND TREE MEDICAL LLC	140050 00 08/29/2013	001-0720-420.02-27	EMS SUPPLIES	157.91	
					VENDOR TOTAL *	157.91	
0005811	00	BROKEROCCITY					

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK		HAND-ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT		AMOUNT
0005811	00	BROKERO CITY							
166615-48150	W659		00	09/23/2013	050-0000-202.01-00	OVERPAID 4720 JEFFERSON	25.18		
						VENDOR TOTAL *	25.18		
0005473	00	BUILDERS CHICAGO CORPORATION							
64900	W659		00	09/24/2013	001-0640-416.03-34	GARAGE DOOR REPAIR-PD	528.00		
64667	W659		00	09/24/2013	001-0640-416.03-34	GARAGE DOOR REPAIR-PD	330.00		
64841	W659		00	09/24/2013	001-0640-416.03-34	GARAGE DOOR REPAIR-PD	2,413.56		
64698	W659		00	09/24/2013	001-0640-416.03-34	GARAGE DOOR REPAIR-PD	4,785.26		
64847	W659		00	09/24/2013	001-0640-416.03-34	GARAGE DOOR REPAIR-PD	548.70		
						VENDOR TOTAL *	8,605.52		
0003697	00	CALEA							
13173	W659		00	09/23/2013	001-0810-421.02-13	CACE-L UPDATE SERVICE	130.00		
						VENDOR TOTAL *	130.00		
0004685	00	CALL ONE							
10108692	W659		00	09/23/2013	001-0470-414.03-11	PHONE SERVICE	2,796.50		
10108692	W659		00	09/23/2013	050-5010-471.03-11	PHONE SERVICE	2,446.93		
10108692	W659		00	09/23/2013	050-5020-472.03-11	PHONE SERVICE	1,747.81		
						VENDOR TOTAL *	6,991.24		
0003499	00	CAMIC JOHNSON LTD							
108	W659		00	09/23/2013	001-0550-415.03-62	VEH SEIZ/IMPND HEARINGS	660.00		
						VENDOR TOTAL *	660.00		
9999999	00	CAPITAL ASSET GROUP							
161285-38860	W659		00	09/16/2013	050-0000-202.01-00	WATER REF 2215 GREENBAY	10.60		
						VENDOR TOTAL *	10.60		
0001420	00	CAPUTO'S							
632000	W659		00	09/23/2013	001-0810-421.03-71	MEETING SUPPLIES	16.15		
						VENDOR TOTAL *	16.15		
0002934	00	CAROL STREAM LAWN & POWER							
325510	W659		00	09/23/2013	001-0630-416.02-29	CHAINS,BARS	203.93		
321296	W659		00	09/23/2013	050-5050-473.02-27	WEED TRIMMER PARTS	75.97		
322680	W659		00	09/23/2013	050-5050-473.02-27	WEED TRIMMER PARTS	65.00		
323237	W659		00	09/23/2013	050-5050-473.02-27	HEDGER REPAIR PARTS	131.48		
						VENDOR TOTAL *	476.38		
0002899	00	CARQUEST AUTO PARTS							
450339	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	21.11		
450444	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	55.08		
450727	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	46.05		
450891	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	36.01		
451038	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	7.72		
451045	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	17.00		
451057	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	22.06		
451630	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	45.09		

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO	NO	NO						AMOUNT
0002899	00	CARQUEST AUTO PARTS						
451757	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS-#188	139.57	
451767	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	260.90	
451783	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS-#188	233.28	
452107	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	4.97	
452301	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS-#3001	60.78	
452537	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	23.08	
452547	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	65.16	
452658	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	6.32	
452667	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	14.79	
452793	W659		00	09/24/2013	001-0650-416.02-22	RETURN CREDIT	402.90-	
452930	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	5.04	
453461	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS-#3130	127.77	
453841	W659		00	09/24/2013	001-0650-416.02-27	MISC SUPPLIES	5.71	
454029	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	33.60	
454032	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	104.38	
454035	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	106.90	
454041	W659		00	09/24/2013	001-0650-416.02-22	RETURN CREDIT	36.02-	
454072	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	82.78	
454077	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS-#364	2.88	
454179	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	13.15	
454189	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	11.03	
454190	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	11.03	
454194	W659		00	09/24/2013	001-0650-416.02-22	AUTO PARTS	23.08	
						VENDOR TOTAL *	1,147.40	
9999999	00	CASTO, PARLEY						
154935-8420	W659		00	09/16/2013	050-0000-202.01-00	WATER REF 1571 BIRCH	25.56	
						VENDOR TOTAL *	25.56	
0002322	00	CERTIFIED FLEET SERVICES INC						
S14528	W659		00	09/23/2013	001-0650-416.02-22	COMPARTMENT LATCH	27.05	
S14522	W659		00	09/23/2013	001-0650-416.02-22	PRIMER PUMP SOLENOID-#365	45.75	
						VENDOR TOTAL *	72.80	
0028554	00	CINTAS #22						
22627483	W659	140005	00	09/04/2013	001-0650-416.03-68	UNIFORM SERVICE-FLEET	78.65	
22630593	W659	140005	00	09/11/2013	001-0650-416.03-68	UNIFORM SERVICE-FLEET	78.65	
22633733	W659	140005	00	09/18/2013	001-0650-416.03-68	UNIFORM SERVICE-FLEET	78.65	
22630594	W659	140005	00	09/11/2013	050-5050-473.02-31	UNIFORMS	26.00	
						VENDOR TOTAL *	261.95	
0004372	00	CLARK BAIRD SMITH LLP						
3658	W659		00	09/23/2013	001-0550-415.03-62	8/13 LEGAL SERV-EMP/LABOR	2,512.50	
						VENDOR TOTAL *	2,512.50	
0003479	00	COM ED						
5703015039	W659		00	09/23/2013	050-5050-473.03-13	8/5-9/4 SAVANNAH	69.08	
1890092011	W659		00	09/23/2013	050-5050-473.03-13	8/2-9/3 POND AERATORS	318.31	
7662262005	W659		00	09/23/2013	051-0000-478.03-13	8/8-9/6 TRAIN STATION	731.69	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0003479	00	COM ED						
						VENDOR TOTAL *	1,119.08	
0003480	00	COM ED						
0091041048	W659		00	09/23/2013	050-5020-472.03-13	7/3-8/2 MORTON TOWER	38.68	
						VENDOR TOTAL *	38.68	
0004317	00	COMCAST						
877110085	W659		00	09/23/2013	001-0470-414.03-11	COMCAST-FIRE HEADQTRS	15.86	
						VENDOR TOTAL *	15.86	
0002447	00	COMMUNICATION BUILDERS INC						
12-425	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	230.00	
						VENDOR TOTAL *	230.00	
0005823	00	CONDILL, BARBARA						
13-794	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0005812	00	CONSTALLATION SERVICES INC						
12-975	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	220.00	
						VENDOR TOTAL *	220.00	
0005407	00	CONSTELLATION NEW ENERGY INC						
1Y0SO6R	W659		00	09/23/2013	011-0000-442.03-15	8/8-9/6 STREETLIGHTS	246.49	
						VENDOR TOTAL *	246.49	
0003634	00	CORPORATE BUSINESS CARDS						
189602	W659		00	09/23/2013	001-0710-420.02-11	BUSINESS CARDS	110.22	
						VENDOR TOTAL *	110.22	
0004262	00	D'ANGELO NATURAL SPRING WATER						
754572	W659		00	09/24/2013	050-5050-473.02-26	WATER-STP1 LAB	54.55	
	W659		00	09/24/2013	050-5050-473.02-26	STATEMENT CREDIT	17.82-	
						VENDOR TOTAL *	36.73	
0017681	00	DARLING INTERNATIONAL INC						
083113	W659	140035	00	08/31/2013	050-5050-473.03-42	GREASE TRAP SERV-WESTVIEW	1,739.00	
						VENDOR TOTAL *	1,739.00	
0004405	00	DEE'S CATERING SERVICE						
15765	W659		00	09/24/2013	001-0440-414.02-90	FOOD-EMPLOYEE BRUNCH	1,512.25	
						VENDOR TOTAL *	1,512.25	
0025106	00	DEPT OF FINANCIAL & PROFESSIONAL						
149010927	W659		00	09/23/2013	001-0840-421.02-13	LICENSE RENEWAL-T ROSSI	60.00	
						VENDOR TOTAL *	60.00	
0004874	00	DUPAGE COUNTY CHILDREN'S CNTR						
HP001	W659		00	09/23/2013	001-0830-421.02-13	MUNICIPAL CONTRIBUTION	4,000.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK NO	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0004874	00	DUPAGE COUNTY CHILDREN'S CNTR						
						VENDOR TOTAL *	4,000.00	
0004912	00	DUPAGE COUNTY RECORDER						
201308150375	W659		00	09/23/2013	001-0120-411.03-70	DOCUMENT RECORDING	34.00	
						VENDOR TOTAL *	34.00	
0004229	00	DUPAGE COUNTY TREASURER						
2249	W659		00	09/24/2013	001-0850-421.03-51	8/13 DATA PROCESSING	250.00	
						VENDOR TOTAL *	250.00	
0005813	00	DUPAGE HABITAT FOR HUMANITY						
12-611	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	150.00	
						VENDOR TOTAL *	150.00	
0005622	00	ELGIN MEDI-TRANSPORT INC						
912013	W659		00	09/23/2013	001-0740-420.03-51	8/13 NON-EMERG DISPATCH	175.00	
						VENDOR TOTAL *	175.00	
0005218	00	ELMUND & NELSON CO						
1307093	W659	140056	00	07/31/2013	011-0000-442.03-35	7/13 STREETLIGHT MAINT	924.75	
						VENDOR TOTAL *	924.75	
0005829	00	EP DOYLE & SON						
13-461	W659		00	09/24/2013	001-0000-229.00-00	REFUND PERMIT BOND	1,420.00	
						VENDOR TOTAL *	1,420.00	
0005814	00	EQUIP SOLUTIONS LLC						
13-749	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0026029	00	EVANGEL ASSEMBLY OF GOD CHURCH						
13-123	W659		00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	275.00	
						VENDOR TOTAL *	275.00	
0023064	00	FIRE ENGINEERING						
209805	W659		00	09/23/2013	001-0710-420.02-13	SUBSCRIPTION-B/C DOUBEK	34.00	
						VENDOR TOTAL *	34.00	
0028394	00	FIREGROUND SUPPLY INC						
11491	W659	140013	00	09/10/2013	001-0720-420.02-31	UNIFORMS-FIRE DEPT	239.95	
						VENDOR TOTAL *	239.95	
0028233	00	FIRST ADVANTAGE SBS						
271138	W659		00	09/23/2013	001-0440-414.03-61	APPLICANT BACKGROUND FEE	180.50	
						VENDOR TOTAL *	180.50	
0005818	00	FIVE TEN ILLINOIS III LLC						
	W659		00	09/23/2013	001-0000-207.13-00	REF ESCROW-5224 LEMON	800.00	
						VENDOR TOTAL *	800.00	
0004768	00	FLAKUS, REBEKAH						

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0004768	00	FLAKUS, REBEKAH					
		W659	00 09/23/2013	001-0510-415.03-72	MILEAGE-IGFOA CONFERENCE	150.29	
		W659	00 09/23/2013	001-0510-415.03-72	TOLLS-IGFOA CONFERENCE	3.60	
					VENDOR TOTAL *	153.89	
0003246 13-661	00	FORNECK, VIVIAN					
		W659	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0006221	00	FORS, ERIC					
		W659	00 09/23/2013	001-0710-420.03-71	PER DIEM	204.00	
		W659	00 09/23/2013	001-0710-420.03-71	AIRLINE BAGGAGE FEE	50.00	
					VENDOR TOTAL *	254.00	
0001314 13-620	00	FOUR SEASONS HEATING & A/C					
		W659	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0006352 177174 177600 177682 177542 177779 177687 177689	00	FRIENDLY FORD					
		W659	00 09/23/2013	001-0650-416.02-22	AUTO PARTS-#184	19.33	
		W659	00 09/23/2013	001-0650-416.02-22	AUTO PARTS	310.20	
		W659	00 09/23/2013	001-0650-416.02-22	AUTO PARTS	40.23	
		W659	00 09/23/2013	001-0650-416.02-22	AUTO PARTS-#162	235.88	
		W659	00 09/23/2013	001-0650-416.02-22	AUTO PARTS	106.24	
		W659	00 09/23/2013	001-0650-416.02-22	RETURN CREDIT	75.00-	
		W659	00 09/23/2013	001-0650-416.02-22	RETURN CREDIT	13.73-	
					VENDOR TOTAL *	623.15	
0026552 71789879	00	GE INTELLIGENT PLATFORMS INC					
		W659 140088	00 09/16/2013	050-5020-472.03-36	ANNUAL SUPPORT RENEWAL	5,431.33	
					VENDOR TOTAL *	5,431.33	
0007123 9228460748 9239178396 9241973446 9242746601	00	GRAINGER					
		W659	00 09/23/2013	050-5020-472.02-33	LOCKOUT DEVICES	314.76	
		W659 140016	00 09/10/2013	050-5050-473.02-27	MOTORS,SUPPLIES	136.16	
		W659 140016	00 09/12/2013	050-5050-473.02-27	MOTORS,SUPPLIES	43.20	
		W659 140016	00 09/13/2013	050-5050-473.02-27	RETURN CREDIT	55.26-	
					VENDOR TOTAL *	438.86	
0027597 9531971	00	GROOT INDUSTRIES					
		W659	00 09/23/2013	014-0000-446.03-51	SSA #4 WASTE REMOVAL	1,364.77	
					VENDOR TOTAL *	1,364.77	
0027764 CR7729	00	GROOT INDUSTRIES INC					
		W659	00 09/23/2013	001-0620-431.03-35	DUMP FEE	104.00	
					VENDOR TOTAL *	104.00	
0025297 51494 51341	00	HAGG PRESS					
		W659	00 09/24/2013	001-0920-419.03-12	POSTAGE-HI LIGHTER	1,730.49	
		W659	00 09/24/2013	001-0920-419.03-70	SEPT/OCT HI LIGHTER	2,336.29	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0025297	00	HAGG PRESS					
					VENDOR TOTAL *	4,066.78	
0000319	00	HAIGH, CRAIG					
		W659	00 09/23/2013	001-0175-411.03-91	FOOD-9/11 EVENT	28.46	
		W659	00 09/23/2013	001-0720-420.03-78	REIMB-ICE PURCHASE	29.36	
		W659	00 09/23/2013	001-0720-420.03-71	FOOD-OFFICER CLASS	28.47	
					VENDOR TOTAL *	86.29	
0008032 2923	00	HAVEY COMMUNICATIONS					
		W659	00 09/23/2013	001-0650-416.02-22	WARNING LIGHT BAR-#175	923.30	
					VENDOR TOTAL *	923.30	
0018035 B462441	00	HD SUPPLY WATERWORKS					
		W659	00 09/24/2013	050-5030-472.02-27	FIRE HYDRANT	2,982.45	
					VENDOR TOTAL *	2,982.45	
0029142 90085084	00	HECKLER & KOCH DEFENSE INC					
		W659	00 09/23/2013	001-0820-421.02-27	PARTS/LABOR	88.00	
					VENDOR TOTAL *	88.00	
0002554	00	H2O AUTO SPA INC					
		W659	00 09/23/2013	001-0650-416.03-31	8/13 POLICE CAR WASHES	140.00	
					VENDOR TOTAL *	140.00	
0025898	00	IACE					
		W659	00 09/23/2013	001-0870-421.02-13	MEMBERSHIP-M ROOSHANFEKR	25.00	
		W659	00 09/23/2013	001-0870-421.03-71	MEETING-CODE ENF (5)	175.00	
					VENDOR TOTAL *	200.00	
0005659 5112	00	INNOVATIVE CONSTRUCTION SOLUTIONS					
		W659	00 09/23/2013	033-0000-465.13-21	HANOVER SQUARE PROJECT-#3	17,570.65	
					VENDOR TOTAL *	17,570.65	
0023103 1903701008013 20104375	00	INTERSTATE BATTERIES					
		W659	00 09/23/2013	001-0650-416.02-29	BATTERY	47.96	
		W659	00 09/23/2013	001-0650-416.02-22	BATTERY-#18	101.60	
					VENDOR TOTAL *	149.56	
0000455 1550	00	JAKE THE STRIPER					
		W659	00 09/23/2013	001-0650-416.03-31	DECAL PKG-NEW SQUADS	2,850.00	
					VENDOR TOTAL *	2,850.00	
0026054 13-439	00	KAJIMA BUILDING & DESIGN GROUP					
		W659	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	550.00	
					VENDOR TOTAL *	550.00	
0028965	00	KANE COUNTY CLERK					
		W659	00 09/24/2013	001-0850-421.02-13	NOTARY-T CORTESE	10.00	
					VENDOR TOTAL *	10.00	
0027508	00	KICON INC					

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0027508 13-498	00	KICON INC W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	180.00	
						VENDOR TOTAL *	180.00	
0000814	00	KILLIAN, HOWARD W659 W659	00	09/24/2013 09/24/2013	001-0610-416.03-71 001-0610-416.03-72	PER DIEM REIMB-MILEAGE	8.00 232.78	
						VENDOR TOTAL *	240.78	
0005830 148325-26030	00	KRAVCAR, MATTHEW W659	00	09/24/2013	050-0000-202.01-00	OVERPAYMENT-5983 DANBY CT	95.59	
						VENDOR TOTAL *	95.59	
0001876 1229084	00	LEXIS NEXIS RISK DATA MGMT W659	00	09/23/2013	001-0810-421.03-61	8/13 ADDRESS/PERSON SRCH	81.35	
						VENDOR TOTAL *	81.35	
0005819 3858	00	LOU'S GLOVES W659	00	09/23/2013	001-0850-421.02-27	LATEX GLOVES	296.00	
						VENDOR TOTAL *	296.00	
0005820	00	MAAN, GURBAX S W659	00	09/23/2013	001-0000-321.09-00	REFUND RR FEE-3718 DORY	100.00	
						VENDOR TOTAL *	100.00	
0005815 13-798	00	MASTER EXTERIORS LLC W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
						VENDOR TOTAL *	100.00	
0003527 92135 91840	00	MATCO TOOLS W659 W659	00	09/23/2013 09/23/2013	001-0650-416.02-34 001-0650-416.02-34	TIRE MONITOR PROGRAMMER HAND TOOLS	299.95 26.88	
						VENDOR TOTAL *	326.83	
0005824 13-296	00	MB CONTRACTORS INC W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	400.00	
						VENDOR TOTAL *	400.00	
0012115 34158 34248 33331 34177 34177 33129 33611	00	MENARDS W659 W659 W659 W659 W659 W659 W659	00	09/23/2013 09/23/2013 09/23/2013 09/23/2013 09/23/2013 09/23/2013 09/23/2013	001-0640-416.02-27 001-0640-416.02-27 001-0720-420.02-27 001-0720-420.02-28 001-0720-420.02-27 050-5020-472.02-27 050-5050-473.02-27	MISC SUPPLIES MISC SUPPLIES QUARTERMASTER SUPPLIES BROOM-STATION 2 SPOTLIGHT BULB MISC SUPPLIES MISC SUPPLIES	23.79 38.57 84.46 14.95 7.98 4.97 117.48	
						VENDOR TOTAL *	292.20	
0005816 13-210	00	MOHR, DONALD W659	00	09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005816	00	MOHR, DONALD					
					VENDOR TOTAL *	100.00	
9999999	00	MOTYEKA JR, RICHARD A					
117815-80310	W659		00 09/16/2013	050-0000-202.01-00	WATER REF 5424 SINATRA	9.76	
					VENDOR TOTAL *	9.76	
0005129	00	NEES, KAY					
	W659		00 09/23/2013	001-0510-415.03-72	MILEAGE-IGFOA CONFERENCE	150.29	
	W659		00 09/23/2013	001-0510-415.03-72	TOLLS-IGFOA CONFERENCE	3.60	
					VENDOR TOTAL *	153.89	
0028204	00	NEW WORLD SYSTEMS					
30348	W659		00 09/23/2013	031-0000-466.13-31	PER ERP CONTRACT-SOW STEP	71,230.00	
					VENDOR TOTAL *	71,230.00	
0005825	00	NG INVESTMENT GROUP					
13-242	W659		00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	150.00	
					VENDOR TOTAL *	150.00	
0005826	00	NGUYEN, DAVID					
13-694	W659		00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0013298	00	NICOR GAS					
84264643143	W659		00 09/23/2013	001-0550-415.03-14	8/1-8/30 POLICE STATION	2,410.68	
17642810000	W659		00 09/23/2013	050-5020-472.03-14	8/2-9/3 WELL #5	27.04	
67216710003	W659		00 09/23/2013	050-5020-472.03-14	8/2-9/3 LONGMEADOW	84.38	
51653810005	W659		00 09/23/2013	050-5050-473.03-14	8/6-9/5 STP1	82.49	
					VENDOR TOTAL *	2,604.59	
0700487	00	NORTHERN FRAME & AUTO BODY					
	W659		00 09/23/2013	001-0650-416.03-31	BODY REPAIRS-#179	1,787.90	
					VENDOR TOTAL *	1,787.90	
9999999	00	OZ DANCE STUDIO					
160730-46670	W659		00 09/16/2013	050-0000-202.01-00	WATER REF 2003 IRVING PRK	39.17	
					VENDOR TOTAL *	39.17	
0004281	00	PADDOCK PUBLICATIONS					
T4352150	W659		00 09/23/2013	001-0120-411.03-67	AD-PREVAILING WAGE NOTICE	48.30	
					VENDOR TOTAL *	48.30	
0000725	00	PANTHER UNIFORMS INC					
13925	W659		00 09/23/2013	001-0720-420.02-31	UNIFORMS-HAIGH	84.20	
					VENDOR TOTAL *	84.20	
0027100	00	PAUL, BERNARD Z					
11483	W659		00 09/23/2013	001-0550-415.03-62	8/13 RETAINER	7,762.50	
11485	W659		00 09/23/2013	001-0550-415.03-62	6/13 LEGAL SERVICES	258.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK NO	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0027100 11486	00	PAUL, BERNARD Z W659		00 09/23/2013	001-0550-415.03-62	6/13 LEGAL SERVICES	7,396.00	
						VENDOR TOTAL *	15,416.50	
0014189 13037	00	PAVIA-MARTING & CO W659		00 09/23/2013	010-0000-441.03-64	PH3 ENG-LONGMEADOW BRIDGE	16,667.27	
						VENDOR TOTAL *	16,667.27	
0014423 176294 177133 177387	00	PLOTE CONSTRUCTION INC W659	140029	00 08/17/2013	001-0620-431.02-27	ASPHALT	1,937.56	
				00 09/07/2013	001-0620-431.02-27	ASPHALT	25.00	
				00 09/14/2013	001-0620-431.02-27	ASPHALT	352.60	
						VENDOR TOTAL *	2,315.16	
0014472 410111272 410099524 640013572 410112100 410110978 640013637	00	POMP'S TIRE SERVICE W659		00 09/23/2013	001-0650-416.02-22	SQUAD TIRES (4)	536.64	
				00 09/23/2013	001-0650-416.02-22	SQUAD TIRES (2)	229.54	
				00 09/23/2013	001-0650-416.02-22	TIRES (4)-#21	1,398.84	
				00 09/23/2013	001-0650-416.02-22	SQUAD TIRES (3)	349.31	
				00 09/23/2013	001-0650-416.02-22	TIRES (2)-#384	233.06	
				00 09/23/2013	001-0650-416.03-31	TIRE INSTALLATION-#21	330.00	
						VENDOR TOTAL *	3,077.39	
0005827 824402000497	00	PPG ARCHITECTURAL FINISHES W659		00 09/23/2013	001-0620-431.02-27	10 BAGS-GLASS BEADS	472.50	
						VENDOR TOTAL *	472.50	
0028614 8143140	00	PRESTIGE GLASS INTERNATIONAL W659		00 09/23/2013	001-0440-414.02-90	EMPLOYEE AWARDS	175.50	
						VENDOR TOTAL *	175.50	
0002553 832808	00	PRIORITY PRODUCTS INC W659		00 09/23/2013	001-0650-416.02-27	AIR COUPLERS, HYD FITTINGS	100.73	
						VENDOR TOTAL *	100.73	
0003256 3965	00	PROMOS 911 INC W659		00 09/23/2013	001-0730-420.03-91	HALLOWEEN CANDY	1,540.00	
						VENDOR TOTAL *	1,540.00	
9999999 67720-71690	00	PRUDENTIAL OLD ENGLISH W659		00 09/16/2013	050-0000-202.01-00	WATER REF 5640 PEBBLE BCH	44.16	
						VENDOR TOTAL *	44.16	
0005821	00	QURESHI, AMMAR FAREED W659		00 09/23/2013	001-0000-207.13-00	REF ESCROW-1571 SPRUCE	250.00	
						VENDOR TOTAL *	250.00	
0015433 4737 4737	00	RED WING SHOE STORE W659		00 09/23/2013	001-0650-416.02-33	SAFETY SHOES	85.00	
				00 09/23/2013	050-5060-473.02-33	SAFETY SHOES	115.00	

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0015433	00	RED WING SHOE STORE					
					VENDOR TOTAL *	200.00	
0005828 13-707	00	RESTORATION SYSTEMS INC W659	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0004820 23887160 23887158 23887159 23887159 23887159 23887159	00	RICOH USA INC W659 W659 W659 W659 W659 W659	00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013	001-0470-414.02-11 001-0610-416.03-51 001-0850-421.03-51 001-0850-421.03-51 001-0850-421.03-51 001-0850-421.03-51	8/13 COPIER LEASE-IS 8/13 COPIER LEASE-PW 8/13 COPIER LEASE-INVEST 8/13 COPIER LEASE-PATROL 8/13 COPIER LEASE-ADMIN 8/13 COPIER LEASE-RECORDS	260.46 240.99 260.44 260.44 260.44 260.44	
					VENDOR TOTAL *	1,543.21	
0015721 442017	00	ROADWAY TOWING W659	00 09/23/2013	001-0650-416.03-31	TRUCK SAFETY INSPECTION	28.00	
					VENDOR TOTAL *	28.00	
0004403 1090	00	ROGER C MARQUARDT & COMPANY INC W659	00 09/23/2013	001-0410-414.03-61	9/13 LOBBYING SERVICES	2,000.00	
					VENDOR TOTAL *	2,000.00	
0003999 770	00	RUBINO ENGINEERING INC W659	00 09/23/2013	010-0000-441.03-64	CONCRETE TESTING-YORKSHIR	5,214.00	
					VENDOR TOTAL *	5,214.00	
0000463	00	SACRED SPACES INC W659	00 09/23/2013	001-0840-421.03-61	CLINICAL CONSULTATION	165.00	
					VENDOR TOTAL *	165.00	
9999999 168190-68950	00	SAFEGUARD PROPERTIES MGMT W659	00 09/23/2013	050-0000-202.01-00	WATER REF 7017 ORCHARD	31.67	
					VENDOR TOTAL *	31.67	
0028016 6152 6152 6152 6152 6152 6152 1211 1211 1211	00	SAM'S CLUB BUSINESS PAYMENTS W659 W659 W659 W659 W659 W659 W659 W659 W659 W659	00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/23/2013 00 09/24/2013	001-0520-415.02-11 001-0710-420.02-27 001-0720-420.02-27 001-0730-420.02-99 001-0730-420.02-27 001-0730-420.03-99 001-0850-421.02-27 001-0850-421.02-27 001-0850-421.02-27	COFFEE SUPPLIES COFFEE SUPPLIES BATTERIES COFFEEMAKER COFFEEMAKER REFRIGERATOR MISC CHARGE KITCHEN SUPPLIES KITCHEN SUPPLIES	20.96 179.10 9.24 100.00 149.88 99.98 2.36 21.21 36.26	
					VENDOR TOTAL *	618.99	
0600128 13-571	00	SHUMAKER, BEVERLY W659	00 09/23/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	

VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR HAND-ISSUED AMOUNT
INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT		
0600128	00	SHUMAKER, BEVERLY							
						VENDOR TOTAL *	100.00		
0005181	00	SPACECO INC							
58966	W659	140059	00	09/11/2013	035-0000-461.13-22	PROF SERV-SSA#5 HAND RAIL	4,825.65		
						VENDOR TOTAL *	4,825.65		
0004022	00	SPRING-ALIGN OF PALATINE INC							
93736	W659		00	09/23/2013	001-0650-416.03-31	REAR SPRINGS-#19	1,421.75		
						VENDOR TOTAL *	1,421.75		
0004823	00	STAPLES ADVANTAGE, DEPT DET							
3209661491	W659		00	09/23/2013	001-0120-411.02-11	OFFICE SUPPLIES	44.58		
3209407143	W659		00	09/23/2013	001-0520-415.02-11	OFFICE SUPPLIES	17.99		
3209022018	W659		00	09/23/2013	001-0520-415.02-11	OFFICE SUPPLIES	59.16		
						VENDOR TOTAL *	121.73		
0017095	00	STEINER ELECTRIC COMPANY							
4438828.2	W659		00	09/23/2013	001-0470-414.02-27	COAX ENCLOSURE	186.90		
4438828.3	W659		00	09/23/2013	001-0470-414.02-27	MODULE PLATES	26.63		
4438828.4	W659		00	09/24/2013	001-0470-414.02-27	J-PRO CABLE BEAM	196.16		
						VENDOR TOTAL *	409.69		
0026911	00	STORINO, RAMELLO & DURKIN							
62131	W659		00	09/24/2013	001-0550-415.03-62	8/13 LEGAL SERVICES	2,833.32		
62118	W659		00	09/24/2013	001-0550-415.03-62	8/13 LEGAL SERVICES	203.00		
62132	W659		00	09/24/2013	001-0550-415.03-62	8/13 LEGAL SERVICES	625.20		
						VENDOR TOTAL *	3,661.52		
0017140	00	STREICHER'S							
I1045719	W659	140032	00	09/12/2013	001-0820-421.02-31	MISC POLICE EQUIPMENT	53.00		
I1045905	W659	140032	00	09/13/2013	001-0820-421.02-31	MISC POLICE EQUIPMENT	20.99		
I1045705	W659		00	09/24/2013	001-0820-421.02-33	MATERIALS/SUPPLIES	245.99		
						VENDOR TOTAL *	319.98		
0017208	00	SUBURBAN LABORATORIES INC							
31132	W659	140069	00	09/17/2013	050-5020-472.03-69	IEPA REQ LAB TESTING	208.00		
31132	W659	140069	00	09/17/2013	050-5030-472.03-69	IEPA REQ LAB TESTING	36.00		
30972	W659	140069	00	09/13/2013	050-5050-473.03-69	IEPA REQ LAB TESTING	513.50		
						VENDOR TOTAL *	757.50		
0025954	00	SUNSHINE GUTTER COMPANY							
13-625	W659		00	09/24/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00		
						VENDOR TOTAL *	100.00		
0025957	00	SYNAGRO CENTRAL LLC							
20-114431	W659	140033	00	09/06/2013	050-5050-473.03-51	8/13 SLUDGE HAULING-STP1	7,275.77		
						VENDOR TOTAL *	7,275.77		
0026124	00	TESKA ASSOCIATES INC							

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0026124 4355	00	TESKA ASSOCIATES INC W659	00 09/24/2013	001-0920-419.03-61	UPDATE OF UDO	731.15	
					VENDOR TOTAL *	731.15	
0004155 13-846	00	TOP-IT EXTERIORS W659	00 09/24/2013	001-0000-229.00-00	REFUND PERMIT BOND	100.00	
					VENDOR TOTAL *	100.00	
0950599 147105	00	USA BLUEBOOK W659	00 09/24/2013	050-5020-472.02-26	TESTING SUPPLIES	184.14	
					VENDOR TOTAL *	184.14	
9999999 167260-49340	00	VELAZQUEZ, ANA LILIA W659	00 09/23/2013	050-0000-202.01-00	WATER REF 8228 KENSINGTON	32.50	
					VENDOR TOTAL *	32.50	
0001398 9711019160	00	VERIZON WIRELESS W659	00 09/24/2013	001-0470-414.03-11	MDT CARDS MONTHLY	4,000.89	
					VENDOR TOTAL *	4,000.89	
0018689 P66503	00	VERMEER-ILLINOIS INC W659	00 09/24/2013	001-0650-416.02-29	DRIVE BELT, BLADES-#676	465.25	
					VENDOR TOTAL *	465.25	
0003249 100170286	00	WALGREEN COMPANY W659	00 09/24/2013	001-0850-421.02-27	PRISONER MEDICATION	11.99	
					VENDOR TOTAL *	11.99	
0026145 2065970 2069216 2058730 2064444 1930999	00	WAREHOUSE DIRECT W659 W659 W659 W659 W659	00 09/24/2013 00 09/24/2013 00 09/24/2013 00 09/24/2013 00 09/24/2013	001-0195-411.03-12 001-0440-414.02-11 001-0530-415.02-11 001-0850-421.02-11 001-0920-419.02-11	POSTAGE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES PLASTIC TABLE COVERS MEETING SUPPLIES	81.38 12.50 15.63 14.54 184.20	
					VENDOR TOTAL *	308.25	
0005751 13-690	00	WATER SOLUTIONS PLUMBING LLC W659	00 09/24/2013	001-0000-229.00-00	REFUND PERMIT BOND	230.00	
					VENDOR TOTAL *	230.00	
0005817 12-2827	00	WERTZ, MICHAEL W659	00 09/24/2013	001-0000-323.12-00	REFUND OVERPAID AMB FEE	100.00	
					VENDOR TOTAL *	100.00	
0005831 10-591	00	WINDY CITY ELECTRIC W659	00 09/24/2013	001-0000-229.00-00	REFUND PERMIT BOND	1,000.00	
					VENDOR TOTAL *	1,000.00	
0000412 15783	00	ZIEGLER'S ACE HARDWARE W659	00 09/24/2013	001-0720-420.02-26	PROPANE-STATION 2	19.99	

VEND NO	SEQ#	VENDOR NAME	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	AMOUNT	HAND- ISSUED
NO	NO	NO		DATE		AMOUNT
0000412	00	ZIEGLER'S ACE HARDWARE				
				VENDOR TOTAL *	19.99	
0960406	00	1ST AYD CORPORATION				
601209	W659		001-0650-416.02-27	FLOOR CLEANER,CHEMICALS	562.02	
				VENDOR TOTAL *	562.02	
				TOTAL EXPENDITURES ****	263,336.77	
			GRAND TOTAL	*****		263,336.77

GROUP NUMBER : 01825 PROCUREMENT CARD  
 ACCOUNTING PERIOD: 05/2014  
 GROUP USER ID : LET  
 GROUP CREATED BY : LET  
 GROUP UPDATED BY : LET

TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT
DESCRIPTION 1	COM	SUB	DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE
100	08/02/2013	PC30	00	001-0410-414.03-71			0004539 00	FIFTH THIRD	083013	75.00
NIU FOUNDATION PROGRAM			MALLER-ICMA CONF DINNER		09/24/2013	0000000	00/00/0000	P-CARD		
200	08/21/2013	PC30	00	001-0110-411.02-11			0004539 00	FIFTH THIRD	083013	5.00
DOLRTREE 641	00006411		HISTORICAL COMM SUPPLIES		09/24/2013	0000000	00/00/0000	P-CARD		
300	08/12/2013	PC30	00	001-0110-411.03-71			0004539 00	FIFTH THIRD	083013	15.28
DD/BR #336862		Q35	DONUTS-COFFEE WITH BOARD		09/24/2013	0000000	00/00/0000	P-CARD		
400	08/12/2013	PC30	00	001-0110-411.03-71			0004539 00	FIFTH THIRD	083013	16.98
DD/BR #336862		Q35	DONUTS-COFFEE WITH MAYORS		09/24/2013	0000000	00/00/0000	P-CARD		
500	08/26/2013	PC30	00	001-0110-411.02-11			0004539 00	FIFTH THIRD	083013	25.00
DOLRTREE 641	00006411		HISTORICAL COMM SUPPLIES		09/24/2013	0000000	00/00/0000	P-CARD		
600	08/07/2013	PC30	00	001-0110-411.02-11			0004539 00	FIFTH THIRD	083013	33.99
CURRENT USA			EMPLOYEE BDAY CARDS		09/24/2013	0000000	00/00/0000	P-CARD		
700	08/06/2013	PC30	00	001-0410-414.03-71			0004539 00	FIFTH THIRD	083013	40.00
ICMA INTERNET			ICMA CONF LUNCHEON-MALLER		09/24/2013	0000000	00/00/0000	P-CARD		
800	08/05/2013	PC30	00	001-0110-411.02-99			0004539 00	FIFTH THIRD	083013	68.80
SUBWAY	00408872		BOARD MEETING-FOOD		09/24/2013	0000000	00/00/0000	P-CARD		
900	08/19/2013	PC30	00	001-0110-411.02-99			0004539 00	FIFTH THIRD	083013	90.00
CHAPALA			BOARD MEETING - FOOD		09/24/2013	0000000	00/00/0000	P-CARD		
1000	08/19/2013	PC30	00	001-0110-411.03-73			0004539 00	FIFTH THIRD	083013	220.00
PAYPAL METROPOLITA			METRO MAYOR CAUCUS GALA		09/24/2013	0000000	00/00/0000	P-CARD		
1100	08/21/2013	PC30	00	001-0120-411.03-71			0004539 00	FIFTH THIRD	083013	900.00
ACT UNIVERSITY OF ILLI			CLERKS INST-CORRAL/AVILEZ		09/24/2013	0000000	00/00/0000	P-CARD		
1200	07/31/2013	PC30	00	001-0440-414.02-90			0004539 00	FIFTH THIRD	083013	4.84-
SAMSClub #8148			REFUND EMPLOYEE PICNIC		09/24/2013	0000000	00/00/0000	P-CARD		
1300	08/12/2013	PC30	00	001-0440-414.02-14			0004539 00	FIFTH THIRD	083013	16.80
AMAZON.COM			BOOK		09/24/2013	0000000	00/00/0000	P-CARD		
1400	08/29/2013	PC30	00	001-0440-414.02-90			0004539 00	FIFTH THIRD	083013	84.30
BAUDVILLE INC.			EMPLOYEE RECOGNITION PINS		09/24/2013	0000000	00/00/0000	P-CARD		
1500	08/19/2013	PC30	00	001-0440-414.03-71			0004539 00	FIFTH THIRD	083013	21.00
MARTIN LUTHER KING SEL			PARKING		09/24/2013	0000000	00/00/0000	P-CARD		

GROUP NUMBER : 01825 PROCUREMENT CARD  
 ACCOUNTING PERIOD: 05/2014  
 GROUP USER ID : LET  
 GROUP CREATED BY : LET  
 GROUP UPDATED BY : LET

TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR	SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT	
DESCRIPTION 1	COM	SUB	DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE		
1600	08/19/2013	PC30	00	001-0440-414.03-71			0004539	00	FIFTH THIRD	P-CARD	083013	36.19
SAVOR-MCCORMICK PLACE			TRAINING		09/24/2013	0000000	00/00/0000					
1700	08/06/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	570.00-
CDW GOVERNMENT			RETURNED MERCHANDISE		09/24/2013	0000000	00/00/0000					
1800	08/06/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	570.00-
CDW GOVERNMENT			RETURNED MERCHANDISE		09/24/2013	0000000	00/00/0000					
1900	08/19/2013	PC30	00	001-0470-414.03-11			0004539	00	FIFTH THIRD	P-CARD	083013	81.90
COMCAST CHICAGO			COMCAST STP1		09/24/2013	0000000	00/00/0000					
2000	08/28/2013	PC30	00	001-0550-415.03-11			0004539	00	FIFTH THIRD	P-CARD	083013	84.85
COMCAST CHICAGO			COMCAST BARRINGTON RD	SIG	09/24/2013	0000000	00/00/0000					
2100	08/05/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	102.15
MENARDS HANOVER PARK			BLDG RENNOVATION SUPPLIES		09/24/2013	0000000	00/00/0000					
2200	08/30/2013	PC30	00	001-0470-414.03-36			0004539	00	FIFTH THIRD	P-CARD	083013	130.00
GODADDY.COM			SECURITY CERT RENEWAL		09/24/2013	0000000	00/00/0000					
2300	08/05/2013	PC30	00	001-0470-414.03-11			0004539	00	FIFTH THIRD	P-CARD	083013	399.85
COMCAST CHICAGO			COMCAST POLICE DEPT		09/24/2013	0000000	00/00/0000					
2400	08/05/2013	PC30	00	001-0470-414.03-11			0004539	00	FIFTH THIRD	P-CARD	083013	399.85
COMCAST CHICAGO			COMCAST FIRE DEPARTMENT		09/24/2013	0000000	00/00/0000					
2500	07/31/2013	PC30	00	031-0000-466.13-31			0004539	00	FIFTH THIRD	P-CARD	083013	880.00
CDW GOVERNMENT			FILEMAKER SERVER		09/24/2013	0000000	00/00/0000					
2600	08/07/2013	PC30	00	001-0470-414.03-36			0004539	00	FIFTH THIRD	P-CARD	083013	3,372.00
CDW GOVERNMENT			FILEMAKER PRO LICENSES		09/24/2013	0000000	00/00/0000					
2700	08/21/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	23.98
AMAZON MKTPLACE PMTS			REPLACEMENT LAPTOP BATTER		09/24/2013	0000000	00/00/0000					
2800	08/21/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	29.84
AMAZON MKTPLACE PMTS			TOUGHBOOK CAR CHARGER		09/24/2013	0000000	00/00/0000					
2900	08/28/2013	PC30	00	001-0470-414.03-11			0004539	00	FIFTH THIRD	P-CARD	083013	31.87
COMCAST CHICAGO			COMCAST FD HEADQUARTERS		09/24/2013	0000000	00/00/0000					
3000	08/01/2013	PC30	00	001-0470-414.03-99			0004539	00	FIFTH THIRD	P-CARD	083013	32.01
MORETTI'S BARTLETT			NETWORK OUTAGE MEAL		09/24/2013	0000000	00/00/0000					

GROUP NUMBER : 01825 PROCUREMENT CARD  
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TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR	SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT
DESCRIPTION 1	COM	SUB	DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE	
3100	08/23/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	083013	53.82
CDW GOVERNMENT			USB FLASH DRIVES		09/24/2013	0000000	00/00/0000	P-CARD			
3200	08/23/2013	PC30	00	001-0470-414.02-27			0004539	00	FIFTH THIRD	083013	107.68
CDW GOVERNMENT			PHONE WALL MOUNTS		09/24/2013	0000000	00/00/0000	P-CARD			
3300	08/13/2013	PC30	00	001-0470-414.02-11			0004539	00	FIFTH THIRD	083013	305.22
CDW GOVERNMENT			TONER		09/24/2013	0000000	00/00/0000	P-CARD			
3400	08/02/2013	PC30	00	001-0470-414.02-11			0004539	00	FIFTH THIRD	083013	481.63
IDU INSIGHT PUBLIC SEC			TONER		09/24/2013	0000000	00/00/0000	P-CARD			
3500	08/09/2013	PC30	00	001-0470-414.02-11			0004539	00	FIFTH THIRD	083013	557.58
CDW GOVERNMENT			TONER		09/24/2013	0000000	00/00/0000	P-CARD			
3600	08/20/2013	PC30	00	001-0470-414.02-11			0004539	00	FIFTH THIRD	083013	617.39
CDW GOVERNMENT			TONER		09/24/2013	0000000	00/00/0000	P-CARD			
3700	08/23/2013	PC30	00	001-0470-414.03-61			0004539	00	FIFTH THIRD	083013	1,289.00
MICROSOFT TECH SUPPORT			MICROSOFT TECH SUPPORT		09/24/2013	0000000	00/00/0000	P-CARD			
3800	08/23/2013	PC30	00	001-0470-414.03-61			0004539	00	FIFTH THIRD	083013	1,289.00
MICROSOFT TECH SUPPORT			MICROSOFT TECH SUPPORT		09/24/2013	0000000	00/00/0000	P-CARD			
3900	08/22/2013	PC30	00	031-0000-466.13-31			0004539	00	FIFTH THIRD	083013	2,100.00
CDW GOVERNMENT			REPLACEMENT PRINTER		09/24/2013	0000000	00/00/0000	P-CARD			
4000	08/08/2013	PC30	00	001-0460-414.03-91			0004539	00	FIFTH THIRD	083013	50.00
PAYPAL SMS POLLPTYL			CAR SHOW VOTING POLL		09/24/2013	0000000	00/00/0000	P-CARD			
4100	08/05/2013	PC30	00	001-0510-415.03-71			0004539	00	FIFTH THIRD	083013	360.00
ILLINOIS GOVERNMENT FI			FLAKUS IGFOA CONF FEE		09/24/2013	0000000	00/00/0000	P-CARD			
4200	08/30/2013	PC30	00	001-0610-416.03-72			0004539	00	FIFTH THIRD	083013	20.00
AMTRAK GARAGE #58 Q96			AMTRACK PARKING GARAGE		09/24/2013	0000000	00/00/0000	P-CARD			
4300	08/26/2013	PC30	00	001-0610-416.02-11			0004539	00	FIFTH THIRD	083013	72.40
JACKSON-HIRSH, INC.			LAMINATING MATERIALS		09/24/2013	0000000	00/00/0000	P-CARD			
4400	08/15/2013	PC30	00	001-0660-416.02-27			0004539	00	FIFTH THIRD	083013	163.83
AMAZON MKTPLACE PMTS			CAMERA		09/24/2013	0000000	00/00/0000	P-CARD			
4500	08/02/2013	PC30	00	001-0175-411.03-91			0004539	00	FIFTH THIRD	083013	433.00
TAYLOR RENTAL CENTER			MEMORIAL DAY CEREMONY		09/24/2013	0000000	00/00/0000	P-CARD			

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TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT
DESCRIPTION 1	COM	SUB	DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE
4600	08/21/2013	PC30	00	001-0630-416.02-27			0004539 00	FIFTH THIRD	083013	19.99
MENARDS HANOVER PARK			SPRINKLER		09/24/2013	0000000	00/00/0000	P-CARD		
4700	08/19/2013	PC30	00	001-0630-416.02-27			0004539 00	FIFTH THIRD	083013	36.48
MENARDS HANOVER PARK			PLANTS & SOIL		09/24/2013	0000000	00/00/0000	P-CARD		
4800	08/21/2013	PC30	00	001-0630-416.02-33			0004539 00	FIFTH THIRD	083013	463.80
VERMEER ILLINOIS			SIGNS TAPE MEASURE MISC		09/24/2013	0000000	00/00/0000	P-CARD		
4900	08/23/2013	PC30	00	001-0620-431.03-71			0004539 00	FIFTH THIRD	083013	695.00
TRAFFTECH INC			TRAINING SIGN MACHINE		09/24/2013	0000000	00/00/0000	P-CARD		
5000	08/19/2013	PC30	00	001-0640-416.02-29			0004539 00	FIFTH THIRD	083013	89.22
AUTOMATIC APPLIANCE PA			OVEN SENSOR		09/24/2013	0000000	00/00/0000	P-CARD		
5100	08/19/2013	PC30	00	001-0640-416.03-34			0004539 00	FIFTH THIRD	083013	234.23
UNIQUE REPAIR SERVICES			DISHWASHER REPAIR		09/24/2013	0000000	00/00/0000	P-CARD		
5200	08/26/2013	PC30	00	001-0650-416.02-29			0004539 00	FIFTH THIRD	083013	1.63-
PAYPAL LILYSABCCOL			SHIPPING OVERPAY REFUND		09/24/2013	0000000	00/00/0000	P-CARD		
5300	08/23/2013	PC30	00	001-0650-416.02-29			0004539 00	FIFTH THIRD	083013	17.00
PAYPAL LILYSABCCOL			RADIO SPEAKERS #515		09/24/2013	0000000	00/00/0000	P-CARD		
5400	08/16/2013	PC30	00	001-0650-416.03-72			0004539 00	FIFTH THIRD	083013	40.00
IPASS AUTOREPLENISH #5			REPLENISH IPASS		09/24/2013	0000000	00/00/0000	P-CARD		
5500	08/30/2013	PC30	00	001-0650-416.02-22			0004539 00	FIFTH THIRD	083013	121.62
WHOLESALE DIRECT			TRAILER JACK #650		09/24/2013	0000000	00/00/0000	P-CARD		
5600	08/19/2013	PC30	00	001-0650-416.02-22			0004539 00	FIFTH THIRD	083013	192.88
WHOLESALE DIRECT			WARNING LIGHT #384		09/24/2013	0000000	00/00/0000	P-CARD		
5700	08/07/2013	PC30	00	001-0650-416.02-29			0004539 00	FIFTH THIRD	083013	336.45
UNIFIRE POW			FIRE CHAIN SAW PARTS		09/24/2013	0000000	00/00/0000	P-CARD		
5800	08/16/2013	PC30	00	001-0650-416.02-22			0004539 00	FIFTH THIRD	083013	2,156.46
MIDWEST FUEL INJECTION			FUEL INJECTORS #151		09/24/2013	0000000	00/00/0000	P-CARD		
5900	08/13/2013	PC30	00	001-0710-420.03-71			0004539 00	FIFTH THIRD	083013	629.37
OMNI AIP RESORT			PINNACLE CONFERENCE		09/24/2013	0000000	00/00/0000	P-CARD		
6000	08/13/2013	PC30	00	001-0730-420.02-11			0004539 00	FIFTH THIRD	083013	5.96
WALGREENS #3729			SUPPLIES		09/24/2013	0000000	00/00/0000	P-CARD		

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TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT
DESCRIPTION 1	COM	SUB	DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE
6100	08/01/2013	PC30	00	001-0730-420.02-14			0004539 00	FIFTH THIRD	083013	164.00
SETANTA PUBLISHING			FOOD SAFETY PUBLICATION		09/24/2013	0000000	00/00/0000	P-CARD		
6200	08/29/2013	PC30	00	001-0810-421.03-72			0004539 00	FIFTH THIRD	083013	25.00
UNITED	01629236305944		BAGGAGE FEE		09/24/2013	0000000	00/00/0000	P-CARD		
6300	08/29/2013	PC30	00	001-0810-421.03-72			0004539 00	FIFTH THIRD	083013	299.80
UNITED	01623781233454		AIRFARE IACP CONF ORD/PHA		09/24/2013	0000000	00/00/0000	P-CARD		
6400	08/08/2013	PC30	00	001-0810-421.02-13			0004539 00	FIFTH THIRD	083013	539.40
MAGGIANO'S #7700000778			ASSESSORS DINNER 8/6		09/24/2013	0000000	00/00/0000	P-CARD		
6500	08/16/2013	PC30	00	001-0810-421.02-13			0004539 00	FIFTH THIRD	083013	254.77-
COUNTRY INN AND SUITES			REVERSAL OF CHARGES		09/24/2013	0000000	00/00/0000	P-CARD		
6600	08/05/2013	PC30	00	001-0810-421.03-71			0004539 00	FIFTH THIRD	083013	25.56
JIMMY JOHNS - 661			CALEA ASSESSORS LUNCH 8/4		09/24/2013	0000000	00/00/0000	P-CARD		
6700	08/23/2013	PC30	00	001-0810-421.03-71			0004539 00	FIFTH THIRD	083013	38.94
DD/BR #336862		Q35	IRMA PCSC MTG EXPENSE		09/24/2013	0000000	00/00/0000	P-CARD		
6800	08/06/2013	PC30	00	001-0850-421.03-70			0004539 00	FIFTH THIRD	083013	174.00
BELMONTE PRINTING C			FIELD INTERVIEW NOTEPADS		09/24/2013	0000000	00/00/0000	P-CARD		
6900	08/22/2013	PC30	00	001-0840-421.03-71			0004539 00	FIFTH THIRD	083013	189.00
HEALTH ED			MENTAL HEALTH TRAINING		09/24/2013	0000000	00/00/0000	P-CARD		
7000	08/08/2013	PC30	00	001-0810-421.02-13			0004539 00	FIFTH THIRD	083013	229.77
COUNTRY INN AND SUITES			CALEA ASSESSOR HOTEL EXP		09/24/2013	0000000	00/00/0000	P-CARD		
7100	08/08/2013	PC30	00	001-0810-421.02-13			0004539 00	FIFTH THIRD	083013	229.77
COUNTRY INN AND SUITES			CALEA ASSESSOR HOTEL EXP		09/24/2013	0000000	00/00/0000	P-CARD		
7200	08/08/2013	PC30	00	001-0810-421.03-71			0004539 00	FIFTH THIRD	083013	254.77
COUNTRY INN AND SUITES			CHARGES W/TAX - IN ERROR		09/24/2013	0000000	00/00/0000	P-CARD		
7300	08/23/2013	PC30	00	001-0920-419.02-13			0004539 00	FIFTH THIRD	083013	45.00
DAILY HERALD			BUS. LEDGER YRLY RENEWAL		09/24/2013	0000000	00/00/0000	P-CARD		
7400	08/21/2013	PC30	00	001-0195-411.03-91			0004539 00	FIFTH THIRD	083013	54.50
ROSATI'S PIZZA			CONECT MTG FOODS 8-20-13		09/24/2013	0000000	00/00/0000	P-CARD		
7500	08/12/2013	PC30	00	001-0920-419.02-13			0004539 00	FIFTH THIRD	083013	54.90
LOOPNET INC			MONTHLY RENEWAL		09/24/2013	0000000	00/00/0000	P-CARD		

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TRANS#	TRANS DATE	VOUCHER	BK	ACCOUNT NUMBER	PROJ	P.O.	VENDOR	SEQ	VENDOR NAME	INVOICE NUMBER	AMOUNT	
DESCRIPTION 1				DESCRIPTION 2		DUE DATE	CHECK#	CHECK DATE	TYPE	LAST TRANS	DISC/RETAINAGE	
	COM	SUB										
7600	08/27/2013	PC30	00	050-5040-472.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	110.89-
STEINER ELEC ST CHARLE				WRONG MATERIALS SENT		09/24/2013	0000000	00/00/0000				
7700	08/22/2013	PC30	00	050-5040-472.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	9.79
STEINER ELEC ST CHARLE				CONNECTORS		09/24/2013	0000000	00/00/0000				
7800	08/22/2013	PC30	00	050-5040-472.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	101.10
STEINER ELEC ST CHARLE				CONNECTORS		09/24/2013	0000000	00/00/0000				
7900	08/27/2013	PC30	00	050-5040-472.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	219.00
BELMONTE PRINTING C				PRINTING OF DOOR HANGERS		09/24/2013	0000000	00/00/0000				
8000	08/26/2013	PC30	00	050-5030-472.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	280.04
US SAWS				SAW		09/24/2013	0000000	00/00/0000				
8100	08/05/2013	PC30	00	050-5050-473.02-27			0004539	00	FIFTH THIRD	P-CARD	083013	28.75
ROSATI'S PIZZA				FEED EMP ON FM REPAIR		09/24/2013	0000000	00/00/0000				

GROUP TOTALS

COUNT: 81  
 AMOUNT: 21,606.61