



VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Monday, April 13, 2020 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

Physical attendance at this public meeting is limited to 10 individuals, with Village Board officials, staff and consultants having priority over members of the public. Public comments and any responses will be read into the public meeting record. You may submit your public comments via email in advance of the meeting to: Sara Phyfer at sphyfer@vrf.us. You may listen to the meeting by participating in a telephone conference call as follows, dial-in number: 312-626-6799 with meeting ID: 956 808 286. If you would like to participate over the phone, please email sphyfer@vrf.us by 5:00 PM on Monday, April 13, 2020. If you would like to watch the livestream, please go to the Village website: www.vrf.us/VBOT043020.

1. Call to Order/Roll Call
2. Approval of Remote Participation
3. Citizen Comments
4. Elected Official Comments & Announcements
5. Public Hearing – FY 2021 Village Operating Budget
6. Consent Agenda
 - a. Special Village Board Meeting Minutes – March 30, 2020
 - b. Proclamation – Arbor Day
 - c. Waiver of Formal Bid (Due to Sole Source Item) and Award of Purchase of Soundproofing Material from Acoustiblok in the amount of \$56,192.25 (This amount to be reimbursed to the Village by Metra)
 - d. Award of Bid and Contract for the 2020 Street Patching Program to McGill Construction, LLC in the amount of \$91,425.00
 - e. Award of Bid and Contract for the 2020 Curb and Sidewalk Replacement Program to Strada Construction Co. in the amount of \$59,512.50
 - f. Award of Bid and Contract for the 2020 Pavement Preservation Project to Denler, Inc. in the amount of \$50,000.00
 - g. Award of Bid and Contract for the 2020 Asphalt Pavement Crack Sealing Project to Denler, Inc. in the amount of \$43,400.00
 - h. Waiver of Formal Bid (Due to Competitive RFP) and Award of Contract for Construction Engineering Services for 2020 Street Improvement Project, Alley Improvement Project and Water Main Projects with Thomas Engineering Group in a not-to-exceed amount of \$142,787.84
 - i. Pipeline Crossing Agreement with Union Pacific Railroad for the 2019 Water Main Improvement Project
 - j. Amend Section 9-3-20 of the Village Code for Removal of an ADA Parking Space on Edgewood Between Central and Lake – Ordinance
 - k. Accounts Payable – March 2020 – \$1,408,075.74
 - l. Financial Report – March 2020
 - m. Monthly Department Reports
 - n. Performance Measurement Report
 - o. Village Administrator's Report
7. Consent Items for Separate Consideration

- a. Accounts Payable from the General Fund to McDonald's-Karavites for \$41.22 (*Trustee O'Connell Common Law Conflict of Interest*)

8. Recommendations of Boards, Commissions and Committees

9. Unfinished Business

10. New Business

- a. Village Code Amendment Regarding Nuisances Due to Violations of the Illinois Governor's Public Health, Safety and Welfare Executive Orders (Adopting Executive Order 20-03 Issued by the Village President Under a Declaration of a State of Emergency (COVID-19 – March 30, 2020)) – Ordinance
- b. Fiscal Year 2021 Annual Operating and Capital Budget – Ordinance
- c. Temporary Relief from the Public Hearing Requirements Under the Village of River Forest Preservation Ordinance for Applications to Demolish Accessory Structures on Significant Properties – Ordinance
- d. Adoption of Administrative Policy – Illness at the Workplace (COVID-19) Including Exemption from Families First Coronavirus Response Act (FFRCA)
- e. Status on COVID-19 Programs for Reimbursement

11. Executive Session

12. Adjournment

**VILLAGE OF RIVER FOREST
SPECIAL VILLAGE BOARD OF TRUSTEES MINUTES
Monday, March 30, 2020**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, March 30, 2020 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:02 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Police Chief James O'Shea, Police Commander James Greenwood, Finance Director Rosemary McAdams, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Attorney Greg Smith

2. APPROVAL OF REMOTE PARTICIPATION

Trustee O'Connell made a motion, seconded by Trustee Vazquez, to allow the meeting to occur by remote audio and video conference.

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

3. CITIZEN COMMENTS

Helen Kwan provided an update on the River Forest Senior Citizen Response Program, which was established with River Forest Township Supervisor Carla Sloan and Pamela Mahn with Senior Services. She explained the program coordinates and distributes needed services to seniors and all volunteers must complete a background check.

In response to a question from Trustee Bachner, Ms. Kwan stated they have had about 20 inquiries with people looking for grocery shopping and pharmacy pickup. She stated she anticipated the number of calls to go up.

In response to a question from Trustee Vazquez, Ms. Kwan stated that she has not received any calls from residents who are under 60 and disabled.

President Adduci noted that postcards have been sent to every resident notifying them of the program.

Trustee Cargie asked about a system set up in another community where seniors were given red, yellow, and green construction paper to hang in their windows to indicate how they are doing.

Trustee Brennan stated she discussed this with Ms. Kwan and the possibility of matching volunteers with residents to cover the whole Village or assigning a block captain to check for the signs.

In response to a follow up question from President Adduci about resources needed, Ms. Kwan stated they have been able to get what they need, noting that Officer Ransom has been helpful. She noted they need a way to check on people and expressed concern about people living alone who might need daily wellness checks. She stated this is something she can try to coordinate with the Township and the Village.

Trustee Bachner stated this is a reminder for everyone to do those check-ins.

President Adduci thanked Ms. Kwan and expressed her appreciation for her work.

Ms. Kwan stated she is also working on mask-making for distribution to volunteers and seniors.

4. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee O'Connell acknowledged the community's effort reaching out to everyone in town and encouraged reaching out to healthcare professionals as well. He thanked them for their work.

Trustee Vazquez echoed Trustee O'Connell in thanking medical professionals as well as first responders and public safety staff including the police and fire departments. He also thanked volunteers providing assistance to seniors and disabled residents, as well as businesses cooperating with the Village to serve. Next he thanked Village staff and President Adduci for their coordination efforts, as well as the residents for their patience, understanding, and cooperation complying with advice and direction.

Trustee Henek echoed Trustee Vazquez in thanking everyone mentioned. She stated that from the resident perspective, she has enjoyed seeing the creative ways people are connecting, from posting things in windows to chalk messages on the sidewalk. She thanked everyone for supporting one another.

Trustee Cargie also echoed Trustee Vazquez and gave a special thank you to first responders, stating police and fire personnel are going into situations without knowing if the people they are helping have coronavirus.

Village Clerk Brand-White echoed what has been said. She expressed her appreciation for working with extraordinary people in an extraordinary community.

Trustee Bachner read a statement to acknowledge that this land was once inhabited by indigenous people and stated that River Forest continues to be a place that people from diverse backgrounds live and gather. She also thanked first responders, medical professionals, and all the workers in restaurants, grocery stores, logistics and everyone who is putting themselves out there to sustain us. She reiterated that everyone needs to do their part to save lives and keep their social distance to flatten the curve and keep hospital and healthcare providers from being overwhelmed. She also thanked community support groups, including the Oak Park Working Moms group, which has delivered meals to over 1,000 hospital employees. She stated she is so impressed by everyone working together. Additionally, she noted that Census Day is April 1 and that it can be filled out online. She stated the US Census Bureau released a statement that they are suspending in-person interviews to protect the community and employees.

Assistant to the Village Administrator Pape stated that they will encourage everyone in the Village who has access to internet or a telephone to complete the Census as soon as possible. He noted President Adduci will be sending out a special Census E-News on April 1 and that the Village will continue to push out information. He noted that the Village leads Cook County with a 47% self-response rate at this time. He stated the Village's self-response rate in 2010 was 79%.

In response to a question from Trustee Henek, Mr. Pape stated the self-response deadline has been postponed to August 14 and that Census enumerators are anticipating going door to door starting May 28.

Trustee Henek suggested created a visual, such as a thermometer, to compare the self-response rate to the 2010 Census and motivate people.

Trustee Brennan reiterated the thanks that has already been expressed for healthcare workers, first responders, Village staff, and residents offering services. She thanked those who were doing their part and staying home as well. She noted that Ms. Kwan's volunteers are looking for pipe cleaners for face makes, empty 2-6oz spray bottles, and filtrate filters and HEPA vacuum bags as inserts. She stated those wishing to volunteer can email rfseniorhelp@gmail.com and to contact RF Victory Mask Brigade on Facebook.

President Adduci highlighted all the work that has been done to get the Village back into operation, and she expressed her pride in the town for the work done to create the Senior Program. She stated the other taxing bodies have been tremendous in coming together to ensure everyone is safe. She thanked Staff for their work, noting the newsletters that have gone out as well as the robocall, which she stated is especially effective for seniors with landlines. She stated tomorrow's newsletter will include the County's database of those who have tested positive, noting that the Village currently has 5 positive cases. President Adduci noted that the Village is working with the State's Attorney's Office to ensure appropriate information is given to first responders to keep them safe. She expressed confidence that the

Village is doing all the right things in these uncharted waters, noting how much the Village has rallied. She urged the importance of the Stay Home, Save Lives campaign and asked everyone to please adhere to not only the Governor's order but the Village's requests to stay home and abide by the social distancing orders.

5. CONSENT AGENDA

- a. Regular Village Board Meeting Minutes – March 9, 2020
- b. Executive Session Village Board Meeting Minutes – March 9, 2020
- c. Special Village Board Meeting Minutes – March 16, 2020
- d. Award of Contract and Bid to Davis Tree Care & Landscaping for the 2020 Tree Trimming Program in a not-to-exceed amount of \$48,000.00
- e. Award of Contract and Bid to Home Tree Care for the 2020 Tree and Stump Removal Program in a not-to-exceed amount of \$44,000.00
- f. Waiver of Formal Bids and Award of Purchase through the Suburban Purchasing Cooperative a 2020 Ford Interceptor Utility Police Patrol Vehicle from Al Piemonte Ford for \$35,120.00
- g. Amendment to Intergovernmental Agreement with Illinois Department of Healthcare and Family Services Regarding Ground Emergency Medical Transport Program
- h. Monthly Performance Measurement Report
- i. Financial Report – February 2020
- j. Village Administrator's Report

Trustee Bachner made a motion, seconded by Trustee Vazquez to approve the Consent Agenda items A - J.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

6. CONSENT ITEMS FOR SEPARATE CONSIDERATION

None.

7. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

- a. Board of Fire and Police Commissioners Appointment: Julie Jacobs (Walsh Vacancy through 4/30/20 and Reappointed through 4/30/23)

Trustee Brennan made a motion, seconded by Trustee Cargie, to concur with the recommendation of the Village President to appoint Julie Jacobs to the Walsh vacancy through 4/30/20 and reappointed through 4/30/23.

President Adduci stated that Ms. Jacobs has a long history in human relations, which is the role of the Board of Fire and Police Commissioners. She noted that this appointment is to replace Mark Walsh, who passed away suddenly last month.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

b. Deer Management Ad Hoc Committee Appointment: Marta Kozbur

Trustee Cargie made a motion, seconded by Trustee Vazquez, to concur with the recommendation of the Village President to appoint Marta Kozbur to the Deer Management Ad-Hoc Committee to serve until the Committee is dissolved.

President Adduci noted that Ms. Kozbur has spoken before the Board on several occasions. She stated she spoke with Ms. Kozbur, who is pleased to serve.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

c. Zoning Board of Appeals – Text Amendment – Massage Therapy Establishments as a Special Use in the C1, C2, C3 and ORIC Zoning Districts – Ordinance

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to approve an ordinance amending the Village of River Forest Zoning Ordinance regarding massage therapy establishments.

President Adduci stated this is to change massage therapy establishments from a Permitted Use to a Special Use so that the Board has a say in what type of establishments come to the community.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. Adopting and Approving Relief from the Village of River Forest Village Code in Executive Orders 20-01 and 20-02 Issued by the Village President Under a Declaration of a State of Emergency (COVID-19 – March 16, 2020) – Ordinance

Trustee Brennan made a motion, seconded by Trustee Vazquez, to approve an ordinance adopting and approving relief from the Village of River Forest Code in Executive Orders 20-01 and 20-02 issued by the Village President under a declaration of a state of emergency.

President Adduci summarized the Executive Orders: 20-01 allows earlier delivery to essential businesses and 20-02 provides some financial relief to residents and businesses. She commended Staff for going through each operation of the Village and finding the things that would help financially, noting that this shows care for the community. She also noted that residents have already expressed their gratitude for these measures.

Trustee Cargie expressed that the end date for Executive Order 20-02 should be either May 31 or when the Governor ends the order. He stated that there was no reason to give a tax holiday if the Order ends early.

President Adduci stated that she respectfully disagreed, noting that even if the Stay at Home is lifted early, that does not mean the financial pain is not still there. She stated the revenue from these items is so small compared to benefit to community.

Trustee Vazquez stated that there are strong rumors in the education field that schools will be closed through the end of May or June, and that they are already being asked if they are prepared to do online or E-learning for the rest of the semester.

Trustee Cargie stated he is fine with extending deadlines if emergency is extended.

In response to a question from Trustee Brennan about clarification for the protocol for overnight parking in the streets, Administrator Palm stated the Village still wants to know what care need parking overnight but that the Village's intent is to grant requests up to 30 days if there is a particular hardship or need. There was a brief discussion about the mechanics of this and Administrator Palm stated it will be fixed so someone does not need to call in every day.

In response to a question from Trustee Cargie, Administrator Palm stated the Executive Order grants extensions for variations and building permits, and that extensions for planned developments will be reviewed on a case-by-case basis.

Roll call:

Ayes: Trustees Bachner, Brennan, Henek, O'Connell, Vazquez

Absent: None

Nays: Trustee Cargie

Motion Passes.

President Adduci stated she will be signing an extension of the Emergency Declaration.

10. EXECUTIVE SESSION

None.

11. ADJOURNMENT

Trustee Cargie made a motion, seconded by Trustee Brennan, to adjourn the regular Village Board of Trustees Meeting at 7:59 p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk



PROCLAMATION

ARBOR DAY
April 24, 2020

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, CATHERINE ADDUCI, President of the Village of River Forest, do hereby proclaim April 24, 2020 as Arbor Day in the Village of River Forest, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS, THEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 24th day of April 2020.

Catherine Adduci,
Village President



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: April 9, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Purchase of Soundproofing Material

Issue: As you know, the Village recently approved an intergovernmental agreement with Metra regarding a PILOT program for sound mitigation material to be installed on the new fence along the Union Pacific West Line in the West Lake Street neighborhood. Metra has executed the IGA.

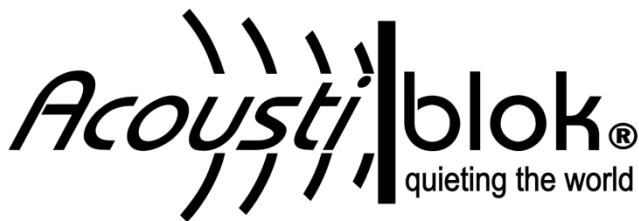
The IGA calls for the Village to purchase and install the soundproofing materials and be reimbursed by Metra. Attached please find a proposal from Acoustiblok for 1000' feet of the soundproofing material. Staff researched various options and determined this was the most cost effective solution. Metra will be studying the effects of the material to determine its viability for other areas in its service territory.

There is approximately a one month lead time between ordering and receiving the material.

Recommendation: Staff is recommending a MOTION to waive formal bids and award purchase (due to sole source product) to Acoustiblok in the amount of \$56,192.25.

Attachment

Acoustiblok Proposal



Estimate

Date Mar-31-2020

Estimate # FES10028113
(Valid for 60 days)

Sales Rep mwitt@acoustiblok.com

Bill to:

Village of River Forest
Eric Palm

400 Park Avenue
River Forest, IL 60305

EM: epalm@vrf.us

Ship to:

Village of River Forest
Eric Palm

400 Park Avenue
River Forest, IL 60305
USA

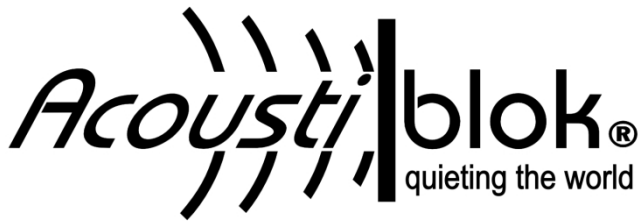
PH:708-366-8500

Remit to:

Acoustiblok, Inc.
6900 Interbay Blvd
Tampa, Florida USA 33616
P:(813)980-1400
F:(813)549-2653

P.O.#	Sales Rep	Terms	EST Ship Date	F.O.B	Ship Via	Ship Notes	EST Weight
	FES				Old Dominion	Lmtd/Lift	10039

Qty	Item	Description	Unit Price	Total Price
1	ProjectName	River Forest Railway	\$0.00	\$0.00
167	AFVSLFI	BLK Acoustifence(pat.pend) Vertical Sections, 6 ft. Wide x 8 ft. High x 1/8 in. thick, Reinforced on Top and sides includes grommets, Grommets every 6 in. across top and sides; every 12 in. across bottom; (sold by linear ft.) includes stainless steel ties.	\$316.00	\$52,772.00
1	AFCUSTOMI	Industrial (3 sides reinforced) Acoustifence 96 inches H x 10 inches L, CUSTOM ORDER (sold per sq. ft.) with standard grommet pattern. Includes Stainless Steel cable ties. Custom Vertical Curtain	\$48.00	\$48.00
4390	CABLETIESS14250	Stainless steel cable tie, 14" long by 0.51" wide, 150 lb, 316 ss	\$0.00	\$0.00
5550	AF-DP	Acoustifence cable tie grommet plugs	\$0.20	\$1,110.00
1	AFAD	AcoustiFence Acoustical Disclaimer-Outdoor Noise is only capable of being reduced, it is impossible to totally stop. Your noise reduction is relevant to many variables, i.e.: surrounding noise reflecting objects like buildings or trees, elevations of listener vs. noise source, noise frequencies, wind, or the height of the Acoustifence noise barrier.	\$0.00	\$0.00
1	AFSD	Structural integrity of installation & structure the Acoustifence is attached to, is entirely the responsibility of the customer. Wind can be dangerous on large surface areas. Consult with proper engineering to determine safest fence structure and installation, even if following our install suggestions. Installation/maintenance in windy conditions can be dangerous and should not be done.	\$0.00	\$0.00
1	FREIGHT-OTHER	Freight -- including handling, packaging, shipping and delivery fees. No guarantee nor liability assumed as to shipping out or arrival times. Freight charges subject to change due to "fuel index". Customer/Consignee responsible for storage and return freight. charges for shipment not picked up. You must have ability to unload product, i.e.; forklift needed if lift gate not included in freight charge and noted on this invoice. Old Dominion - 2 LTL shipments - 10039# - (6) pallets 75x51 - Triple rolled - Commercial/limited access - Lift gate - Delivery appt	\$2,262.25	\$2,262.25



Made in the U.S.A



All U.S. Materials



"a NASA Spinoff
listed company"

Estimate

Date Mar-31-2020

Estimate # FES10028113

(Valid for 60 days)

Sales Rep mwitt@acoustiblok.com


**Note:"TAKE OFF OR QUANTITY OF MATERIALS IS THE RESPONSIBILITY OF
PURCHASER**

975 Linear Feet of 8' tall Acoustifence Curtains

Subtotal: \$56,192.25

Sales Tax: \$0.00

Total: \$56,192.25

Signature below indicates acceptance of this Estimate including terms and conditions www.acoustiblok.com. Signing for Acoustiblok, Inc.  Lahnne Johnson, President. All sales final. No refunds/credits. No other warranties implied or verbal agreements beyond this contract. Estimates of quantities required or shipping times are only estimates. "Soundproof" is a degree of sound reduction impossible to be 100%.

Personal Signature: _____ Print Name _____ Date: _____

Title _____



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract - 2020 Street Patching Program

Issue: Staff is seeking the award of a contract for the 2020 Street Patching Program.

Analysis: The FY21 budget includes \$90,000 for this project, of which \$80,000 is budgeted in the Motor Fuel Tax Fund for patching deteriorated sections of streets and \$10,000 is budgeted in the Water and Sewer Fund for patching pavement associated with water and sewer repairs.

On March 23rd, 2020, Public Works received and opened six competitive bids. As the attached bid tabulation indicates, McGill Construction, LLC. was the lowest bidder with a bid amount of \$91,425.00. McGill Construction most recently completed the 2019 Street Patching Program and performed well.

Though the bid came in just over the budgeted amount, Village Staff intends to maintain the project scope in a manner that does not exceed the FY21 budget.

Recommendation: Staff recommends approval of this contract with the following motion: Motion to award the contract to McGill Construction, LLC in the amount of \$91,425.00 for the 2020 Street Patching Program and authorize the Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation

Village of River Forest
2020 Street Patching
Bid Tabulation (3/27/20)

				McGill Construction LLC 21227 SO 80th Ave Frankfort, IL 60423		Schroeder Asphalt Services PO Box 831 Huntley, IL 60142		Chicagoland Paving Contractors 225 Telser Road Lake Zurich, IL 60047		M&J Asphalt Paving 3124 S. 60th Ct Cicero, IL 60804		JA Johnson 1025 East Addison Ct. Arlington Heights, IL 60005		Brothers Asphalt Paving 315 S Stewart Ave Addison, IL 60101	
Item #	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Class D Patches, Type I, 2"	S.Y.	100	\$27.00	\$2,700.00	\$22.70	\$2,270.00	\$25.00	\$2,500.00	\$25.00	\$2,500.00	\$34.00	\$3,400.00	\$26.00	\$2,600.00
2	Class D Patches, Type II, 2"	S.Y.	250	\$26.00	\$6,500.00	\$22.70	\$5,675.00	\$25.00	\$6,250.00	\$23.00	\$5,750.00	\$28.50	\$7,125.00	\$26.00	\$6,500.00
3	Class D Patches, Type III, 2"	S.Y.	1,000	\$19.90	\$19,900.00	\$21.00	\$21,000.00	\$25.00	\$25,000.00	\$22.00	\$22,000.00	\$25.00	\$25,000.00	\$26.00	\$26,000.00
4	Class D Patches, Type IV, 2"	S.Y.	3,000	\$18.40	\$55,200.00	\$21.00	\$63,000.00	\$20.00	\$60,000.00	\$21.00	\$63,000.00	\$23.50	\$70,500.00	\$26.00	\$78,000.00
5	Class D Patches, Type III, 4"	S.Y.	150	\$40.00	\$6,000.00	\$35.00	\$5,250.00	\$40.00	\$6,000.00	\$44.00	\$6,600.00	\$49.25	\$7,387.50	\$60.00	\$9,000.00
6	Bituminous Materials (Prime Coat)	GAL	1,125	\$1.00	\$1,125.00	\$0.01	\$11.25	\$0.01	\$11.25	\$0.01	\$11.25	\$0.01	\$11.25	\$2.00	\$2,250.00

As Calculated		\$91,425.00		\$97,206.25		\$99,761.25		\$99,861.25		\$113,423.75		\$124,350.00
As Read		\$91,425.00		\$97,206.25		\$99,761.25		\$99,861.25		\$113,423.75		\$124,350.00



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract – 2020 Curb and Sidewalk Replacement Program

Issue: Staff is seeking the award of a contract for the 2020 Curb and Sidewalk Replacement Program.

Analysis: The FY21 budget includes \$65,000 for this project. Of the total budget, \$55,000 is budgeted within the General Fund for replacing public sidewalk, driveway aprons and installing detectable warning pads (pads with truncated domes to assist those who are visually impaired). There is also \$10,000 budgeted in the Water and Sewer Fund for replacing curb and gutter. The sidewalk replacement portion of this program is intended to replace all sidewalk with the worst condition rating in order to eliminate tripping hazards and reduce liability to the Village.

In addition to addressing trip hazards Staff will also continue to review existing crosswalks to determine ADA compliance. Staff will continue the Village-wide survey to analyze the slope of the sidewalk at each crosswalk. Most crosswalks are likely already compliant given the minor elevation changes throughout the Village, however, this survey will culminate in a list of those crosswalks that have slopes greater than what the ADA allows. It is required that these crosswalks are brought into compliance during other improvement projects (street resurfacing, water main construction, etc.) but with this approach Staff will be able to replace additional crosswalks each year as the budget allows.

Staff received and opened five competitive bids on March 23, 2020. As the attached bid tabulation indicates, Strada Construction Co. of Addison, Illinois was the lowest bidder with a bid amount of \$59,512.50. Strada most recently worked for the Village on the 2018 and 2019 Curb and Sidewalk Replacement Projects and performed well. As such, Staff recommends the award of the contract for the 2020 Curb and Sidewalk Replacement Program to Strada Construction Co.

Recommendation: Staff recommends approval of this contract with the following motion: Motion to award a contract to Strada Construction Co. in the amount of \$59,512.50 for the 2020 Curb and Sidewalk Replacement Program and authorize the Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation

Village of River Forest
2020 Curb and Sidewalk Replacement
Bid Tabulation
3/27/2020

				Strada Construction Co. 1742 W Armitage Ct Addison, IL 60101		Davis Concrete Construction Co. 11244 W. Manhattan Monee Rd Monee, IL 60449		Schroeder and Schroeder, Inc. 7306 Central Park Skokie, IL 60076		RAI Concrete Inc. 1827 Blackhawk Drive West Chicago, IL 60185		D'Land Construction 1300 Chase Street Algonquin, IL 60102	
Item #	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	PCC Sidewalk Removal	S.F.	4,750	\$2.00	\$9,500.00	\$2.60	\$12,350.00	\$1.50	\$7,125.00	\$3.00	\$14,250.00	\$3.50	\$16,625.00
2	PCC Sidewalk, 5"	S.F.	4,500	\$5.74	\$25,830.00	\$6.30	\$28,350.00	\$8.50	\$38,250.00	\$7.25	\$32,625.00	\$15.00	\$67,500.00
3	PCC Sidewalk, 6"	S.F.	250	\$5.74	\$1,435.00	\$6.75	\$1,687.50	\$9.00	\$2,250.00	\$10.00	\$2,500.00	\$20.00	\$5,000.00
4	Detectable Warning	S.F.	140	\$14.00	\$1,960.00	\$22.00	\$3,080.00	\$45.00	\$6,300.00	\$30.00	\$4,200.00	\$30.00	\$4,200.00
5	Combination Curb and Gutter Removal	L.F.	350	\$10.00	\$3,500.00	\$11.00	\$3,850.00	\$5.00	\$1,750.00	\$10.00	\$3,500.00	\$15.00	\$5,250.00
6	Combination Curb and Gutter, Type B6.12	L.F.	325	\$17.50	\$5,687.50	\$21.00	\$6,825.00	\$35.00	\$11,375.00	\$36.00	\$11,700.00	\$55.00	\$17,875.00
7	Combination Curb and Gutter, Type B6.18	L.F.	25	\$22.00	\$550.00	\$25.00	\$625.00	\$45.00	\$1,125.00	\$50.00	\$1,250.00	\$65.00	\$1,625.00
8	Driveway Pavement Removal	S.Y.	150	\$9.00	\$1,350.00	\$13.00	\$1,950.00	\$15.00	\$2,250.00	\$12.00	\$1,800.00	\$20.00	\$3,000.00
9	PCC Driveway Pavement, 6"	S.Y.	150	\$63.00	\$9,450.00	\$60.00	\$9,000.00	\$65.00	\$9,750.00	\$60.00	\$9,000.00	\$85.00	\$12,750.00
10	Saw Cut, Special	L.F.	50	\$5.00	\$250.00	\$1.00	\$50.00	\$5.00	\$250.00	\$20.00	\$1,000.00	\$10.00	\$500.00

As Calculated		\$59,512.50		\$67,767.50		\$80,425.00		\$81,825.00		\$134,325.00
As Read		\$59,512.50		\$67,767.50		\$80,425.00		\$81,825.00		\$134,325.00



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract - 2020 Pavement Preservation Project

Issue: Staff is seeking the award of a contract for the 2020 Pavement Preservation Project.

Analysis: Since 2015 the Village has been performing pavement preservation on selected streets in an effort to keep those locations in an optimal condition and to prevent them from deteriorating as rapidly as a typical asphalt pavement would. Two different products have been used since the program started, including GSB-88, Biorestor and last year a third product known as HA5 was used. This year's work will again include the application of HA5.

The pavement preservation technique involves the application of a liquid substance to designated streets. The material hardens over time to create a barrier between the asphalt and the natural elements that cause deterioration. The combination of ultraviolet light, salt application during winter, water entering small cracks and the weight of vehicles repeatedly driving over a pavement work to break down the "glue" that holds the asphalt pavement together which makes it more brittle and subject to failure. HA5 is designed to bond tightly to the asphalt surface and prevent these elements from interacting with the asphalt which will significantly extend the life of the roadway.

The approved FY21 budget includes \$50,000.00 for this project in the General Fund. On March 27th, one bid was received and opened. As the attached bid tabulation indicates, the low bidder was Denler, Inc. with a total bid amount of \$50,000.00. Denler has been awarded a contract for pavement preservation for each of the past 5 years and continually performs well.

Recommendation: Staff recommends the award of a contract with the following motion: Motion to award a contract to Denler, Inc. in the amount of \$50,000.00 for the 2020 Pavement Preservation Project and authorize the Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation

Village of River Forest
2020 Pavement Preservation Project
Bid Tabulation

3/27/2020

Denler, Inc.
 20502 S. Cherry Hill Road
 Joliet, IL 60433

Item #	Item	Unit	Quantity	Unit Price	Total Price
1	High Density Mineral Bond (HA5)	SY	12,500	\$4.00	\$50,000.00

As Calculated		\$50,000.00
As Read		\$50,000.00



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract - 2020 Asphalt Pavement Crack Sealing Project

Issue: Staff is seeking approval of a contract for the 2020 Asphalt Pavement Crack Sealing Project.

Analysis: In years past, this project has traditionally been part of a joint-bid with the Village of Oak Park, however, it had come to the attention of Village Staff that the manner in which this project was previously bid did not facilitate the most efficient unit pricing. As a result, Village Staff has bid this work independent of other municipalities for the 2019 and 2020 calendar years.

The approved FY21 Budget includes \$50,000 for this work. On March 27th, three bids were received and opened. As the attached bid tabulation indicates, the low bidder for this project is Denler, Inc. at a total project cost to the Village of River Forest of \$43,400.00.

Denler most recently worked with the Village on the 2019 Asphalt Pavement Crack Sealing Project as well as the 2019 Pavement Preservation Project. They regularly perform well.

Staff will take advantage of the unit pricing received and intends to maximize the amount of work to be completed within the FY21 budget.

Recommendation: Staff recommends approval of this contract with the following motion: Motion to award a contract to Denler, Inc. in the amount of \$43,400.00 for the 2020 Asphalt Pavement Crack Sealing Project and authorize the Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation

Village of River Forest
2020 Asphalt Pavement Crack Sealing
Bid Tabulation (3/27/20)

				Denler, Inc. 20502 S. Cherry Hill Rd Joliet, IL 60433		SKC Construction, Inc. PO Box 503 West Dundee, IL 60118		Patriot Pavement Maint. 825 Seegers Rd Des Plaines, IL 60305	
Item #	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Fiber-Modified Asphalt Crack Sealing	Pound	37,500	\$1.156	\$43,350.00	\$1.16	\$43,500.00	\$1.25	\$46,875.00
2	Fine Aggregate (FA-6)	Ton	5	\$10.00	\$50.00	\$10.00	\$50.00	\$10.00	\$50.00

As Calculated		\$43,400.00		\$43,550.00		\$46,925.00
As Read		\$43,400.00		\$43,550.00		\$46,925.00



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract – 2020 Construction Engineering Services

Issue: Staff is seeking the award of a contract for construction engineering services for some of the 2020 Capital Improvement Plan (CIP) projects as identified below. A Request for Proposal (RFP) process was initiated and resulted in a recommendation that Thomas Engineering Group (TEG) perform this task.

Analysis: With an increase in capital improvement projects (both in number as well as scope) over the past few years, Village Staff continues to discuss the benefits of contracting with an engineering consultant to provide construction engineering services. Though in-house Staff has performed this work in the past, it severely limits the ability to provide a continuously high level of customer service when other issues arise due to the fact that Staff is “tied” to a particular construction project. Additionally, when more than one construction project is taking place at a given time, Staff’s abilities to provide oversight on multiple projects in addition to addressing other issues that come up are further reduced. As a result, Staff has decided to seek contractual assistance from a qualified engineering consultant to provide construction engineering services in order to increase the level of customer service provided to the public.

Staff created a RFP that was sent out to four engineering firms in the Chicagoland area that are capable of this type of work. Of those firms, TEG was the only firm with the appropriate staffing and scheduling that would enable them to take on this work. Village Staff reviewed the proposal and evaluated it on the following criteria:

1. Approach to organizing and understanding the project
2. Capability and experience on comparable projects
3. Responsiveness to requirements, terms, timeliness and conditions for performance
4. Innovative concepts, designs from experience
5. Familiarity with Village policies and preferences
6. Recognition of items related to the project including identification of design elements and process that would result in a quality streamlined project
7. Proposed Cost

Upon evaluation of the submittal, Staff came to the conclusion that TEG had submitted a comprehensive proposal that closely aligned with the Village’s staffing needs and the nuances of the projects. Though TEG has not previously worked with River Forest, multiple references were checked and all had only positive feedback to provide.

The FY20 and FY21 budget allocations can be seen below, along with the TEG proposals for the individual projects:

Project	FY20/FY21 Budget Allocations	TEG Proposals
2020 Street Improvement	\$0.00	\$54,324.92
2020 Alley Reconstruction	\$30,000.00	\$25,683.84
2019 Water Main	\$25,000.00	\$27,186.64
2020 Water Main	\$50,000.00	\$35,592.44
Totals	\$105,000.00	\$142,787.84

As can be seen, no money was initially allocated for construction engineering in association with the 2020 Street Improvement Project. However, once the construction budget was established, it was determined that construction engineering assistance would be required as the construction budget (and scope) would be significantly greater than it is in a typical year. For this reason, TEG was also asked to provide a construction engineering budget for this project as well.

Though the total proposal of \$142,787.84 is higher than the allocated budget, it is believed that additional savings can be generated to cover the gap in funding. The first manner by which Staff anticipates offsetting this cost increase is to forego the hiring of a seasonal engineering intern. This will generate a savings of \$7,200. The second approach will be to schedule the construction of these projects in a way that allows for multiple projects to be under construction at the same time. With this approach, TEG staffing would not be present on a particular jobsite for 100% of the time, however, it would still allow for significant project oversight while generating significant savings. Village Staff would also be able to provide additional oversight should two projects have significant activities taking place at the same time. It is believed that this is the ideal approach to an active construction season with minimal in-house Staff.

It is also believed that any final cost that remains in excess of the allocated budget total will be easily absorbed into the construction budget for the Street Improvement Project. As a result, Staff anticipates that the entirety of this contract would be able to be covered by funds that are already allocated for the identified projects.

Recommendation: Consider a Motion to approve an agreement with Thomas Engineering Group to perform Construction Engineering Services for a not-to-exceed cost of \$142,787.84 and authorize the Village Administrator to execute the contract agreement.

Attachments: TEG Proposal

Submitted to:



Mr. Jeff Loster
Village Engineer
Village of River Forest
400 Park Avenue
River Forest, IL 60305
Phone: 708-714-3551
Fax: 708-366-3702

Submitted by:



238 South Kenilworth Avenue
Suite 100
Oak Park, Illinois 60302

762 Shoreline Drive
Suite 200
Aurora, Illinois 60504

55 West 22nd Street
Suite 300
Lombard, Illinois 60148



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55 West 22nd Street, Suite 300
Lombard, Illinois 60148

March 12, 2020

Mr. Jeff Loster, PE, CFM, CPESC
Village Engineer
Village of River Forest
400 Park Avenue
River Forest, IL 60305

Re: **2020 Construction Engineering Services**

Mr. Loster,

Thomas Engineering Group, LLC (TEG) respectfully submits the enclosed proposal to the Village of River Forest to provide Phase III Construction Engineering Services for the 2020 calendar year. TEG is eager to work with the Village of River Forest. TEG's proposed team has a wealth of experience overseeing infrastructure replacement projects, including projects in the adjacent Village of Oak Park and Village of Burr Ridge.

We have an excellent understanding of this project and have developed a complete team capable of adding valuable input during the construction phase. Our Project Team has direct experience with implementation of water main, roadway, and alley projects and all facets of Phase III Construction Engineering Services.

TEG is extremely well suited for these projects and is capable of providing River Forest with outstanding service and exceptional value. Our staff's unique qualifications and local, relevant experience make TEG an excellent fit. Based on recent and local experience, TEG understands how to implement utility replacement projects in urban areas. Our approach has been successful in the adjacent towns of the Village of Oak Park and Village of Burr Ridge. Our staff recently designed a water main replacement and sanitary sewer lining project along Lake Street between Grove Avenue and Euclid Avenue in downtown Oak Park. Our team also designed and is managing the 2019 and 2020 water main replacement program throughout the Village of Burr Ridge in Cook County.

TEG has the necessary knowledge, skills, and availability to provide Phase III Construction Engineering Services for the Village's 2020 capital improvement projects. TEG has recent and applicable experience and a thorough understanding of water main infrastructure. In this proposal, TEG highlights recent project examples with similar work elements to the project scope of this contract. We encourage you to contact our references for this work and any other work that TEG has performed.

We are truly excited about the opportunity of working for the Village and helping serve your community by providing cost-effective solutions that are also context appropriate. We look forward to answering any questions that you may have about our firm, staff, or experience. If you have any questions or require additional information, Kevin, Municipal Department Head, can be reached directly at (847) 815-9500 or at kevinv@thomas-engineering.com.

Sincerely,

thomas engineering group, llc

Thomas E. Gill, III, P.E.
President



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Introduction

FIRM OFFICERS**President:**

Thomas Gill, P.E.

tomg@thomas-engineering.com

Construction Lead/**Principal:**

Gregory Benske

gregb@thomas-engineering.com

Municipal Lead/Principal:

Kevin VanDeWoestyne,
P.E., ENV SP

kevinv@thomas-engineering.com

Transportation Lead:

Curtis Cornwell, P.E.,
PTOE

curtisc@thomas-engineering.com

OFFICE LOCATIONS

55 West 22nd Street
Suite 300
Lombard, IL 60148

762 Shoreline Drive
Suite 200
Aurora, IL 60504

HEADQUARTERS

238 South Kenilworth
Avenue
Suite 100
Oak Park, IL 60302

CONTACT

Website:
thomas-engineering.com

Phone/Fax:
(855) 533-1700

Thomas Engineering Group, LLC (TEG), founded in 2008, is a professional engineering firm focused on providing planning, design and construction engineering services to public sector clients. In the last 10 years, we have designed or administered infrastructure and transportation improvements for repeat clients including the City of West Chicago, Village of Deerfield, City of Aurora, Kane County, Village of Oak Brook, Village of Lombard, Village of Woodridge, Village of Carol Stream, Will County, DuPage County, Illinois Tollway and IDOT.

TEG's headquarters is located in Oak Park, with established offices in Lombard and Aurora. While our firm is young, our staff boasts substantial experience in Illinois. After over 10 years in business, TEG has grown from 3 employees to 40 across 3 departments: Municipal, Construction, and Transportation. We have been able to attract top-notch engineers and technical staff to provide our clients with unparalleled service and an innovative approach to engineering. This growth has enabled our company to continue to provide outstanding service while adding new clients, new staff and additional engineering disciplines.

TEG is a Limited Liability Company co-founded and owned by three partners (Thomas E. Gill, III, P.E., *President*; Gregory A. Benske *Principal*; and Kevin C. VanDeWoestyne, P.E., ENV SP. *Principal*) since 2008. TEG executives also include Curtis C. Cornwell, P.E., PTOE, *Transportation* and Sujata Banerjee, MBA, *Business*; who support the development and management of day-to-day operations in their respective departments. Our team currently provides professional engineering services for all three phases: preliminary (Phase 1), final design (Phase 2), and construction engineering (Phase 3).

While our planning, design, and field experience is substantial, our teams always partner with clients and gather the necessary project context to make the best decisions based on existing conditions. What may have worked really well in one particular situation may not be as applicable in another; we treat each project as an opportunity to learn and innovate through partnering with clients and stakeholders. By understanding the fiscal, environmental, and site constraints, TEG takes an ownership approach to pragmatically identify the most cost-effective solutions for each and every project.

TEG also owns or leases all of the necessary survey equipment, office equipment, and pertinent computer software necessary to complete the requested services with efficiency and accuracy. We are confident in our abilities, knowledge, and resources, and know we will be able to serve the Village in any capacity necessary.

TEG Staff Qualifications: *Licenses and Certifications*

18	PE	Professional Engineers
24		IDOT Construction Documentation Certifications
1	PLS	Professional Land Surveyor
2	PTOE	Professional Traffic Operations Engineers
3	CFM	Certified Floodplain Managers
2		Certified Arborists
1	CPESC	Certified Professional in Erosion and Sediment Control
1	PMP	Project Management Professional
1	CSI	Certified Stormwater Inspector
1	RSP	Road Safety Professional

Services Provided In-House

Municipal Engineering

- Local Roadway and Street Design
- Pavement Preservation and Maintenance
- Sidewalk Preservation and Maintenance
- Site Development and Drainage
- Pedestrian & Bicycle Facilities
- Grant Writing/Funding Assistance
- Applications including Community Development Block Grants (CDBG)
- Municipal Phase I/II/III Program Management
- Management of MFT Programs
- Street Resurfacing and Reconstruction
- Street Resurfacing and Reconstruction
- Concrete Pavement Maintenance Programs
- Street Condition Ratings
- Sidewalk Replacement Programs
- Plan Reviews and Inspections
- Crack Filling Programs
- Parking Lot Rehabilitation
- Bike Path Resurfacing and Reconstruction
- Storm Sewer Rehabilitation
- Watermain, Sanitary, and Storm Sewer Design
- Utility Coordination

Survey

- Topographic Survey
- Legal Descriptions
- Plat and Deed Research
- Subdivision and ROW Plats
- Section Corner Resets
- Property Boundary Surveys
- Plat of Highways
- ALTA/NSPS Land Title Surveys
- Plats of Easement
- Dedication Plats
- Plats of Vacation
- Construction Layout (Roads, Utilities, Bridges)
- Control Setup

Transportation Planning and Design

- State-led and locally-led Phase I Studies
- Feasibility Studies/Alternatives Analyses
- Intersection & Interchange Design Studies
- Public Involvement
- Streetscape Planning & Design
- Traffic Impact Studies

Stormwater Management

- Hydrologic and Hydraulic Analyses
- Flood Control Projects
- Water Quality BMPs
- Detention/Retention/Infiltration Design
- LDS and Drainage Tech Memorandums
- Streambank Stabilization and Realignment

Construction and Resident Engineering

- Contract Documentation
- Constructability Reviews
- Public Relations (Project Website)
- Schedule Review
- Inspection
- Timely Record Drawing Submittal
- MOT and Staging (Development, Review, Adjustment)

Environmental

- Tree Surveys
- Tree Inventories
- Tree Risk Assessment and Mitigation
- Landscape Planting Inspections and Documentation
- Landscape Maintenance Inspections and Documentation
- Environmental Survey Requests (ESR)
- Preliminary Environmental Site Assessment (PESA)
- Erosion and Sediment Control Inspections and Documentation
- Selective Clearing (Removing Invasive Species and Promoting Native and Beneficial Species)
- Herbicide Application Monitoring



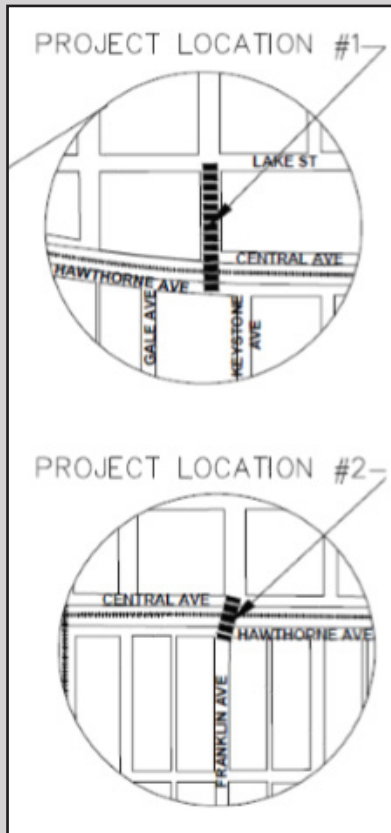
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Project Understanding

Project Understanding

2019 WATER MAIN IMPROVEMENT PROJECT

According to the RFP, the 2019 Water Main Improvement Project is located on Keystone Avenue (from Lake Street to Hawthorne Avenue) and on Franklin Avenue (from Central Avenue to Hawthorne Avenue). The work includes the installation of approximately 610 lineal feet of 8" ductile iron water main on Keystone Ave and approximately 140 lineal feet of 12" ductile iron water main on Franklin Ave, along with the typically associated work (e.g. valves/vaults/hydrants/etc.). It is anticipated that there will only be 2 water services to be transferred on Keystone, both short.



Both sections of water main are intended to be installed via open-trench methods and both sections are located (at least in part) under the UP railroad tracks. Due to existing pavement conditions and proposed piping locations, pavement replacement is proposed to consist of trench patching only. Design has been completed and IDOT, IEPA and UP Railroad Permits have been acquired. CCDD certification has also been completed. The work is intended to be bid in the immediate future, with construction to take place during late March and April, 2020, prior to the fiscal year rollover on May 1st. Anticipated cost of construction is \$275,000.00

Our proposed Project Principal has extensive experience with railway coordination projects. Thomas Engineering Group (TEG) assisted the City of West Chicago in implementing a plan to establish a 24-hour Quiet Zone along the Elgin, Joliet & Eastern Railway (EJ&E) corridor between Mileposts 24.55 and 32.94 in West Chicago and the Village of Wayne.

ADDITIONAL KEY PARAMETERS TO THIS PROJECT INCLUDE:

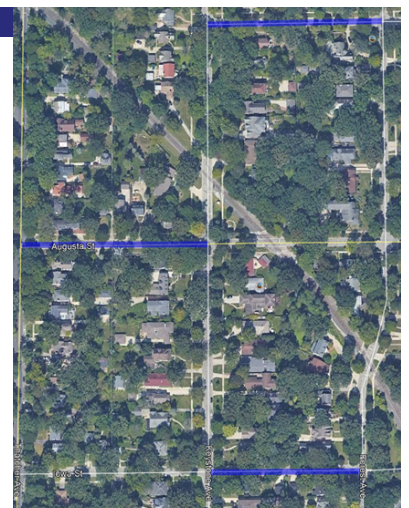
- Railroad Coordination
- Public Communications/Water Main Shut-Down Notifications
- Tree Preservation/Trimming/Pruning
- Sewer-Water Utility Conflicts
- **Maintenance of Traffic during Construction**
- Safety and Maintenance of Pedestrian Traffic
- Project Schedule

Maintenance of traffic during construction will be very important. Proper staging, detour, and signage will need to be well planned and monitored during construction near the railroad bridge and Lake Street.

2020 WATER MAIN IMPROVEMENT PROJECT

According to the RFP, the 2020 Water Main Improvement Project is located on Thomas St, Iowa St, and Augusta St, between Thatcher Avenue and Forest Avenue. The work includes the installation of approximately 1500 lineal feet of 8" ductile iron water main on the aforementioned streets, along with the typically associated work (e.g. valves/vaults/etc.) via open-trench methods. There are currently no water mains at these locations. It is anticipated that there will only be 2 water services that require transfer to the new water main. The streets will then be milled and paved (curb to curb). It is anticipated that this work will be constructed during the early summer months of 2020, however, it has not yet been designed or permitted. CCDD certification will be completed in-house. Anticipated cost of construction is \$400,000.00

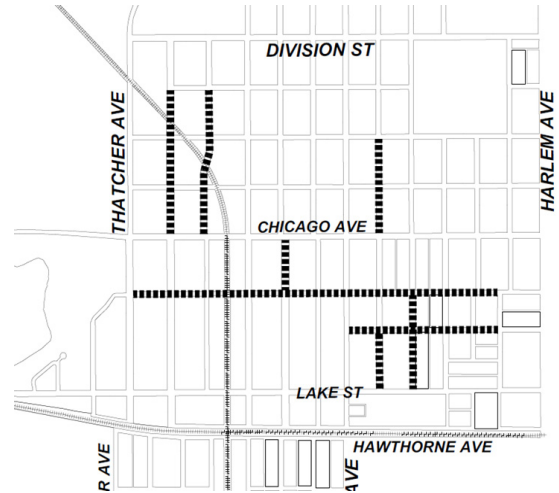
Tree preservation and protection will be critical to this project. The existing parkway is lined with mature trees. Trees may require trimming or root pruning to



accommodate the adjacent water main construction installed by open cutting. TEG's own Mr. Stephen VanDeveer is an ISA certified arborist with phase I and phase III experience in the arboriculture field. He has over 10 years of experience involving vegetation management, tree surveys, roadway, bridge, and utility construction. He has specialized experience and training in root protection and tree health maintenance during construction.

2020 STREET IMPROVEMENT PROJECT

The 2020 Street Improvement Project is located on various streets throughout the Village. Preliminary design has been completed for this work and is currently being submitted for permit through IDOT. A preliminary plan set has been included with this document. This work includes the majority of the Village's annual MFT expenditure. The work is to consist of milling the existing roadway and re-paving with $\frac{3}{4}$ " level binder and $1\frac{1}{2}$ " surface courses. Various locations of curb are to be removed and replaced, along with some driveway aprons. Many ADA sidewalk improvements are also proposed. Material testing will be completed by a separate firm, to be determined by the Village. Anticipated cost of construction is \$800,000.00. The project includes over 41,000 square yards of hot-mix asphalt surface removal, 1800 feet of combination concrete curb and gutter replacement, and over 10,000 square feet of sidewalk replacement, including ADA curb ramp upgrades.



Maintaining vehicular access to residential driveways, businesses, and side streets are vital to the success of this project. Our team is experienced in providing plans for a safe and thorough staging/MOT plan.

2020 ALLEY RECONSTRUCTION PROJECT



According to the RFP, the 2020 Alley Reconstruction Project is located between Thatcher Ave and Gale Ave, from Hawthorne Ave to Linden Street. The work includes the reconstruction of the existing alley pavement with a new concrete pavement and a 3'-4' strip of permeable pavers (and associated stone trench). While the design and permitting are not yet completed for this project, it is anticipated that this will be constructed in the same manner as other alleys recently completed. A plan set from a recently completed project has been included for reference purposes only. CCDD certification, soil borings and permitting will be completed in-house. It is anticipated that this work will be constructed during late summer/early fall of 2020. Anticipated cost of construction is \$225,000.00.

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Firm Qualifications

WATER MAIN EXPERIENCE**PHASE II AND III, BURR RIDGE ANNUAL WATER MAIN PROGRAM, BURR RIDGE, ILLINOIS, VILLAGE OF BURR RIDGE**

— Project Manager. The Village of Burr Ridge hired TEG for Phase II and Phase III for this \$1.1M annual water main replacement project for improvements at two (2) locations in Burr Ridge. The 2019 locations included County Line Road (Cook County), County Line Lane in the Carriage Way Subdivision, work along the County Line Road/ Carriage Way/N Frontage intersection, and Chasemoor Drive between 79th Street and Foxborough Drive. The scope of work included ductile iron and PVC water main installation, water main abandonment, water service line replacement, new fire hydrants, horizontal directionally drilled water main, boring and jacking, encasement, intermittent storm sewer and sanitary sewer service replacement, driveway replacement, pavement patching, and parkway landscaping. The total approximate length of the improvement is 2,928 feet (0.55 miles). Coordination efforts included public outreach to the Carriage Way Subdivision. Permitting efforts included coordination with the Cook County Department of Transportation and Highways and the IEPA.

PHASE II AND III, WHEATON WATER MAIN REPLACEMENT PROJECT, WHEATON, ILLINOIS, CITY OF WHEATON —

Project Manager and Designer for this \$2 million project. Thomas Engineering Group was hired by the City of Wheaton to provide final design engineering and construction engineering services for water main replacement at four (4) separate locations for construction in 2017. The scope of work consists of 5,800 feet (1.1 miles) of new water main installation, water main abandonment, fire hydrant replacement, domestic water service box and service line replacement, partial storm sewer replacement, and pavement patching, sidewalk, driveway, and landscape restoration. TEG provided utility coordination and acquired permits for construction from the IEPA, IDOT, DuPage County Division of Transportation, and Union Pacific RR for trenchless installation beneath the railroad crossing.

PHASE III, ROOSEVELT ROAD WATER MAIN REHABILITATION PHASE 1 AND 2 CONTRACTS: WESTERN VILLAGE LIMITS TO WISCONSIN AVENUE) —

Project Principal. TEG prepared and submitted a \$10 million successful loan application for Illinois State Revolving Fund (SRF) Public Water Supply Loan Program (PWSLP) through the IEPA's Infrastructure Financial Assistance for funding construction and construction engineering for the Village's 2016-2017 water main projects including this one. TEG also served as the Resident Engineer of construction for the first construction phase of the project, the West Contract. The first phase of this two-stage project was constructed in 2016 and consisted of the rehabilitation of approximately 7,000 linear feet of distribution main, ranging from 8" to 12" diameter water main, along IL Route 38 (Roosevelt Road) from approximately 1200' west of Finley Road to Wisconsin Avenue. The second phase of the project was constructed in 2017 and consisted of lining approximately 9,000 LF of water main on Roosevelt Road from Fairfield Road to Wisconsin Avenue. The scope of work included lining the existing water main in the Roosevelt Road right-of-way, temporary bypass water main, maintaining and reinstating services, replacement of valves, hydrants and fittings, and segments of new water main. The project required public involvement and staged construction with lane closures on Roosevelt Road and posted detour routes.

PHASE I, SCHMALE ROAD WATER MAIN PROJECT, CAROL STREAM, ILLINOIS, VILLAGE OF CAROL STREAM —

Project Manager. This project involved Phase I design study of the \$1.7M Schmale Road Water Main Replacement Project. TEG's scope of services consisted of alternatives analysis and determination of the preferred alignment for removal and replacement of approximately 3,360 feet of old 10" and 12" deteriorated water main with poly-wrapped ductile iron water main along with new valves and hydrants on Schmale Road (DuPage CH 36) between St. Charles Road (DuPage CH 7) and Geneva Road. In addition, there were two alternates with the Schmale Road Water Main Replacement Project. Alternate A consisted of removal and replacement of approximately 1,350 additional feet of 10" and 12" cast iron pipe with poly-wrapped ductile iron water main and new valves and hydrants on Schmale Road between St. Charles Road to North Avenue (IL Route 64). Alternate B consisted of removal and replacement of approximately 2,730 feet of 8", 10" and 12" cast iron pipe with poly-wrapped ductile iron water main and new valves and hydrants on St. Charles Road between Schmale Road to President Street.

PHASE I AND II, LOMBARD TRANSMISSION MAIN PROJECT, LOMBARD, ILLINOIS, VILLAGE OF LOMBARD —

TEG prepared and submitted a successful loan application for Illinois State Revolving Fund (SRF) Public Water Supply Loan Program (PWSLP) through the IEPA's Infrastructure Financial Assistance for funding construction of this project. TEG provided preliminary and design engineering services for this \$3M project consisting of approximately 8,000 linear feet of

16" poly-wrapped ductile iron water transmission main to provide a direct connection from the Village's Civic Center Reservoir to the South Booster Station. In the preliminary engineering phase, TEG explored seven (7) possible routes for the transmission main. Our approach for the preliminary phase was to prioritize the project criterion, conduct a detailed alternatives analysis, and identify the least disruptive and most cost effective solution. As part of this phase, TEG utilized a concept level decision matrix which allowed for the advantages and disadvantages of each route to be directly compared. This analysis allowed for direct comparison of the identified criteria important to the Village in their consideration of the final alignment. The ultimate goal was to provide true quantitative comparisons to each alternative route side by side. TEG will assist the Village with utility notifications, bidding assistance, permitting requirements, IEPA Water Construction Permit, and the IDOT Region One Utility Permit.

PHASE I AND II, POMEROY STREET AND BROWN STREET INFRASTRUCTURE IMPROVEMENTS, CITY OF WEST CHICAGO, ILLINOIS – Project Manager. This project was part of the final cleanup of the Kerr-McGee Superfund site in the City of West Chicago to serve a residential area of the City with sewer and water service that was formerly near processing facility (now closed and owned by the Kerr-McGee Chemical Corporation), a site that was contaminated by radioactive thorium waste material. The West Chicago Environmental Response Trust (WCERT, the agency responsible for completing this project) funded the water main portion of the project with the City electing to install a sanitary sewer main simultaneously. TEG responsibilities included identification of critical project areas and conflicts related to routing the City's infrastructure and sequencing and bypass requirements to minimize water and sewer system shutdowns. TEG designed a new sanitary sewer system to serve twelve (12) single family homes, previously served by individual well and septic systems, with domestic water service connections and sanitary sewer service stubs by extending City water main and sanitary sewer main.

PHASE III CONSTRUCTION ENGINEERING, IL ROUTE 38 WATER MAIN RELOCATION PROJECT, CITY OF WEST CHICAGO – TEG served as the Project Manager and Resident Engineer for this \$165K improvement consisting of the relocation of City utilities on Illinois Route 38 (Roosevelt Road) east of Kautz Road within the existing Route 38 right-of-way to accommodate roadway widening and reconstruction proposed by IDOT. The project consists of the installation of 745' of 12" ductile iron water main including approx. 200' within 24" steel casing, a 12" insertion valve, 3 pressure connections, the abandonment and fill of over 400' of existing mains.

PHASE III, IL ROUTE 64 (NORTH AVENUE) UNDERGROUND INFRASTRUCTURE RELOCATIONS – CITY OF WEST CHICAGO – Consulting Engineer and Phase III for municipal review of public improvements related to the Illinois Department of Transportation widening of Illinois Route 64 (North Avenue) between Illinois Route 59 and Kautz Road in the City of West Chicago. The City of West Chicago was required to relocate existing potable water, raw water, and sewer utilities within the existing North Avenue right-of-way to accommodate roadway widening and reconstruction. Responsibilities included identification of critical project areas and conflicts related to rerouting the City's infrastructure outside of the constraints required to reconstruct North Avenue. Assisted the City to develop Special Provisions, material requirements, routing details, and sequencing and bypass requirements to avoid water and sewer system shutdowns.

ROADWAY EXPERIENCE

WEST CHICAGO CITY ENGINEERING SERVICES, 2008-CURRENT, PHASES I-III – TEG provides comprehensive design, planning, programming, cost estimating, conditional ratings and construction inspection services for various proactive Capital Improvement Programs including roadway resurfacing, roadway reconstruction, drainage, sewer and water, crack sealing, traffic calming, sidewalk maintenance, pavement marking, and signing projects. Work included securing all applicable permits needed from State, Local and Federal agencies. TEG serves as the City's engineering liaison on contractual issues during construction providing construction observation and contract administration for all CIP surface and infrastructure improvements. In the past 12 years in the City of West Chicago along, we've design and managed the resurfacing or reconstruction of approximately 30 miles of streets and over \$30M in construction costs.

PHASE II AND III, WOODWARD AVENUE RESURFACING PROJECT, VILLAGE OF WOODRIDGE – The Village of Woodridge selected TEG for both Phase II and Phase III engineering services for the Woodward Avenue LAFO Resurfacing Project (TIP ID 08-18-0017). This project is programmed with a total cost of \$960,360 for resurfacing 1 mile between 75th Street and the north Village Limit located between Wheeler Street and Oxnard Drive. The proposed improvements will include the milling of the existing asphalt surface of the roadway. The improvements will include replacing the surface with a Polymerized Leveling Binder and a HMA Surface Course. Existing curb and gutter and sidewalk will also be replaced on an as needed basis. The project will also include miscellaneous base patching where necessary along with new pavement markings. The intersection of Woodward Avenue and Cambridge Road is on the 2017 Local Safety Tier Analysis as a high tier intersection. TEG is evaluating crash history and mitigation options for the intersection.

PHASE II AND III, WARRENVILLE ROAD RECONSTRUCTION PROJECT, WARRENVILLE, ILLINOIS, CITY OF WARRENVILLE – TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.3M MFT funded pavement reconstruction project. The project consisted of removing the existing permeable pavers, pervious base course and sub-base cross section and replacing it with a conventional full-depth HMA pavement for approximately 1 mile between IL Route 56 and Batavia Road. Due to excessive traffic speeds and pedestrian safety concerns, the project also featured traffic calming measures such as landscape median islands, lane narrowing, bike crossing pavement markings, LED stop signs, and stamped crosswalks. TEG provided a traffic study report which identified the needs for additional stop control along the corridor.

PHASE II AND III, FOREST AVENUE RESURFACING AND STREET LIGHTING PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – TEG secured federal funding on behalf of the City by applying for STP highway funding through the DuPage Mayors and Managers Conference. TEG was hired by the City to provide planning, design, and construction engineering services for this \$580K STP funded pavement resurfacing and street lighting project. The net length of the improvement was 2,559 feet (0.48 miles). This project was located along Forest Avenue, a minor collector route between Joliet Street and IL Route 59, which provides access to Gary Elementary School and West Chicago Leman Middle School. As part of this project, the City completed the sidewalk network surrounding Leman Middle School by installing approximately 750 feet of new PCC sidewalk. In addition, street lighting was added to the project corridor to improve pedestrian and vehicular safety for nighttime conditions. The improvement included HMA resurfacing, intermittent combination curb and gutter replacement, intermittent sidewalk replacement, pavement markings, ADA curb ramp upgrades, rigid conduit, unit duct, a new lighting controller, street lighting assemblies, and landscape restoration.

PHASE II AND III, WASHINGTON STREET RECONSTRUCTION PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – TEG secured federal funding on behalf of the City by applying for STP highway funding through the DuPage Mayors and Managers Conference. TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.2M STP funded pavement reconstruction project. The project is located on a major thoroughfare in the City's downtown business district and required staged construction, detour plans, and close coordination effort with the residents and businesses along the project corridor. The project also spans the Union Pacific and Canadian National Railroads. Planning efforts included a Life Cycle Cost Analysis of several different pavement maintenance and rehabilitation strategies, which resulted in a reconstruction determination. The project also includes the reconstruction of intermittent sidewalk, ADA compliant ramps, curb and gutter, pavement markings and landscape restoration. TEG is currently providing construction engineering services, which will include documentation of contract quantities, contractor payment requests, and project closeout.

PHASE III, 87TH STREET RESURFACING, NAPERVILLE, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION AND CITY OF NAPERVILLE – TEG provided Phase 3 engineering services for this \$1M roadway improvement project. The project consisted of milling, Class D Pavement Patching, curb & gutter removal and replacement, sidewalk removal and replacement for ADA compliance, drainage structure adjustments, polymer leveling binder, HMA surface course, detector loop replacement and landscape restoration. Responsibilities included managing client, schedule, budget, and TEG staff, contract administration, public relations, and coordination with multiple City of Naperville Public Works departments. The project was completed in September of 2017 on time and under the awarded construction cost.

PHASE I AND II, KNOLLWOOD DRIVE IMPROVEMENTS, VILLAGE OF SCHAUMBURG – TEG is providing Phase 1 and 2 engineering services for the Knollwood Drive Improvements between Golf Road and Bode Road. This federally funded project includes complete reconstruction of Knollwood Drive with a proposed off-street shared-use path. Knollwood Drive will be reconstructed to maintain one lane of traffic in each direction with bike and parking accommodations. The scope of services includes topographic survey, parking study, Intersection Design Study (IDS) of Golf Road and Knollwood Drive, traffic counts, capacity analysis, conceptual drawings, alternatives analysis, public involvement, and detailed engineering, deliverables, coordination, and reporting.

PHASE II, ST. JOHN STREET RECONSTRUCTION PROJECT, CITY OF ELGIN, ILLINOIS – TEG provided preliminary and final design engineering services for an 11 block residential street and utility rehabilitation/reconstruction project for a neighborhood constructed in the 1800s. The project scope included subgrade and underdrain improvements, full roadway reconstruction, drainage and storm sewer improvements, sidewalk and curb ramp replacement in accordance with PROWAG requirements, sanitary sewer lining and service repairs, localized sanitary sewer point repairs, and replacement of approximately .75 miles of water main. TEG was responsible for providing topographic survey and utility structure surveys, conditional analysis of all existing City-owned facilities, drainage assessment of the project area, televising and sanitary sewer inspection, sewer and water utility size upgrades, and coordination of pavement cores, soil borings, geotechnical analysis and environmental surveys. TEG served as the City's liaison for all portions of this public improvement from initial field evaluations through all phases of design, utility coordination, permitting, bid assistance, and public outreach. The project was split into two contracts separating advance utility stages from roadway reconstruction activities.

ALLEY EXPERIENCE

PHASE II AND III, CBD ALLEY RECONSTRUCTION 2016 & 2017, WESTMONT, ILLINOIS - Provided constructability review of plans and specifications, and resident engineering services for the 2016 & 2017 \$1.8 million alley reconstruction projects. The projects utilized green infrastructure and sustainable design methods to replace the deteriorated, poorly drained alley pavement with porous brick pavers over pervious concrete pavement, and a new underdrain drainage system with storage under the new alley pavement. The work included porous brick paver installation, pervious concrete installation, open graded aggregate to create the storage area under the pavement, underdrain drainage system, drainage structures for future storm run-off connections of adjacent properties, new curb & gutter, sidewalk and HMA pavement restoration. Responsibilities included plan and specification review, contract administration, shop drawing review, inspection, documentation, public relations, coordination with Westmont Public Works Departments, Flagg Creek Water Reclamation District, Downers Grove Sanitary District, utility coordination, and managing staff and budget. This is the first project in Illinois constructed with this type of porous pavement system.

PHASE III, KENILWORTH ALLEY RECONSTRUCTION, VILLAGE OF GLEN ELLYN – TEG provided construction engineering services for this \$1.2 million roadway and alley reconstruction project. The project included roadway construction, alley reconstruction, installation of new storm sewer and drainage structures, sanitary sewer service replacements, water service replacements, subgrade stability improvements, new curb & gutter and intermittent sidewalk replacement and parkway restoration.

PHASE II AND III, NORTH FACTORY STREET IMPROVEMENT PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – Project Manager. Provided Phase II and Phase III engineering for this \$350K New Construction Project. The purpose of this project was to construct the new North Factory Street extension and concrete alley extension along the east side of the Canadian National Railway just north of the listed Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS) and former Superfund portion of the Kerr McGee remediation site. The approximate total length of the improvement was 545 feet. Items of work consisted of tree removal, earth excavation, aggregate subgrade, construction of storm sewers, utility structure adjustments, fire hydrant relocation, combination concrete curb and gutter, concrete (PCC) alley pavement and sidewalks, full-depth asphalt pavement, electrical service installation, street lighting, lighting controller, sign posts, sign panel, thermoplastic pavement markings, and parkway landscaping. Thomas Engineering Group (TEG) prepared all contract documents for street, storm sewer, sidewalk, signing, and street lighting improvements. TEG also served



as the City's Project Manager/Resident Engineer during construction providing construction oversight and contract administration for all Project improvements.

PHASE I, II, AND III, 2011 SOUTH AURORA STREET RELOCATION PROJECT, WEST CHICAGO, ILLINOIS, CANADIAN NATIONAL RAILWAY – Project Manager. This \$330K urban roadway relocation and reconstruction project was funded by the Canadian National Railway. The purpose of this project was to improve safety and eliminate an at-grade Canadian National Railway (CN) crossing on South Aurora Street in order to comply with requirements of the 24-Hour Quiet Zone regulations established by the Federal Railroad Administration (FRA). This project included new concrete pavement, combination concrete curb and gutter, enclosed storm sewer, overland flow routes, Best Management Practice mechanical stormwater structures, new watermain installation, and alley reconstruction. TEG served as the Consulting Engineer and Project Manager for municipal design of this public improvement from initial field evaluations through survey, design, permitting, utility coordination, stakeholder coordination, bid assistance, and construction phases.



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Proposed Scope of Services

TEG has assembled a construction team with members that have substantial relevant experience and are experts in community relations, water main construction, construction staging, and contractor oversight. Our Project Principal, **Kevin VanDeWoestyne, P.E.**, has been administering the design and construction phases of all Capital Improvement Projects in the City of West Chicago since 2008. **Jeffrey Klein, P.E.**, Project Manager, has over 15 years of experience in municipal roadway and utility design and construction projects. TEG's proposed Resident Engineer for water main projects is **Jacob Kelley**, who has a thorough background and understanding in water main, and **Elias Korolis**, who has excellent and local experience in roadway construction.

TEG is proposing to have our Resident Engineer oversee critical portions of the work. Our proposed Phase III work effort is structured accordingly so that a TEG representative is present at all times when major work is occurring. TEG is anticipating that all work is completed in a timely manner with minimal delays.

TEG proposes to provide Phase III services in accordance with Section III. Project Specifications 1.5 Anticipated Tasks provided with the RFP, and the following scope of engineering services provided herein.

Pre-Construction Tasks:

1. Chair a preconstruction conference with the contractor, Village, and other parties to discuss the chain of command, communication procedures, goals, objectives, and potential issues.
2. Obtain from the contractor a list of proposed suppliers and subcontractors. Make recommendations to the Village regarding the suitability of the subcontractors for the proposed work.
3. Review the construction schedule submitted by the contractor for compliance with the contract.
4. Check and approve, or reject and request resubmittal of submittals made by the contractor for compliance with the contract documents.
5. Verify all construction staking for principal components of the work.
6. Assist the Village with public communications and resident newsletters in accordance with the Village's preferred method.

Construction Tasks:

1. Keep an inspector's daily report book in the Village's preferred format appropriate for the project, recording hours on the job site, weather conditions, general and specific observations, daily activities, quantities placed, inspections, decisions, and list of visiting officials.
2. Be present whenever the contractor is performing work on-site, associated with the project.
3. Observe the progress and quality of the executed work. Determine if the work is proceeding in accordance with the Contract Documents. TEG shall keep the Village informed of the progress of the work, and advise the Village of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents.
4. Serve as the Village's liaison with the contractor working principally through the contractor's field superintendent.
5. TEG will extensively document (via photographs, video and written documentation) the contractors activities.
6. Cooperate with the contractor in dealing with the various agencies having jurisdiction over the Project.
7. Review contractor's progress on a weekly basis and update the progress schedule. Compare actual progress to the contractor's approved schedule. If the project falls behind schedule, work with the contractor to determine the appropriate course of action to get back on schedule.
8. Perform traffic control and erosion control checks.
9. TEG proposes to forego independent quality assurance testing by reviewing the contractor's quality control plan for materials incorporated into the Project and conducting reviews of all Portland cement concrete and hot-mix asphalt sampling and testing reports.
10. Prepare payment requisitions and change orders utilizing Village-preferred forms. Review applications for payment with the Contractor for compliance with established submission procedure and forward them with recommendations to the Village.



11. Prior to final inspection, submit to the contractor a list of observed items requiring correction and verify that each correction has been made.
12. Conduct final inspection with the Village and prepare a final list of items to be corrected.
13. Verify that all items on the final list have been corrected and make recommendations to the Village.
14. Maintain a set of Record Drawings on which all changes are noted.

Post-Construction Tasks:

1. Close out project within 30 days after all construction is completed.
2. Obtain and review contractor's record drawings to ensure compliance with requirements established in the technical specifications.
3. Collect as-built horizontal and vertical information using a TEG's GPS device and prepare final Record Drawings.
4. Verify that all documentation is completed and that all material inspections and certifications have been accounted for and are complete.
5. Compile and submit final documentation.
6. Pursue and complete final close-out.



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Proposed Schedule

According to the RFP, it is the intention of the Village to stagger the construction of these projects, to the degree possible, to minimize the amount of work taking place at any time. As the projects have not yet been out to bid, optimal construction timelines may be negotiable and can be incorporated into bid requirements should the Village and Firm agree on an acceptable schedule.

TEG has performed an abbreviated Estimate of Time for each project. Our construction engineering estimate of fees are based on the following construction durations:

2019 WATER MAIN IMPROVEMENT PROJECT = 6 weeks

2020 WATER MAIN IMPROVEMENT PROJECT = 8 weeks

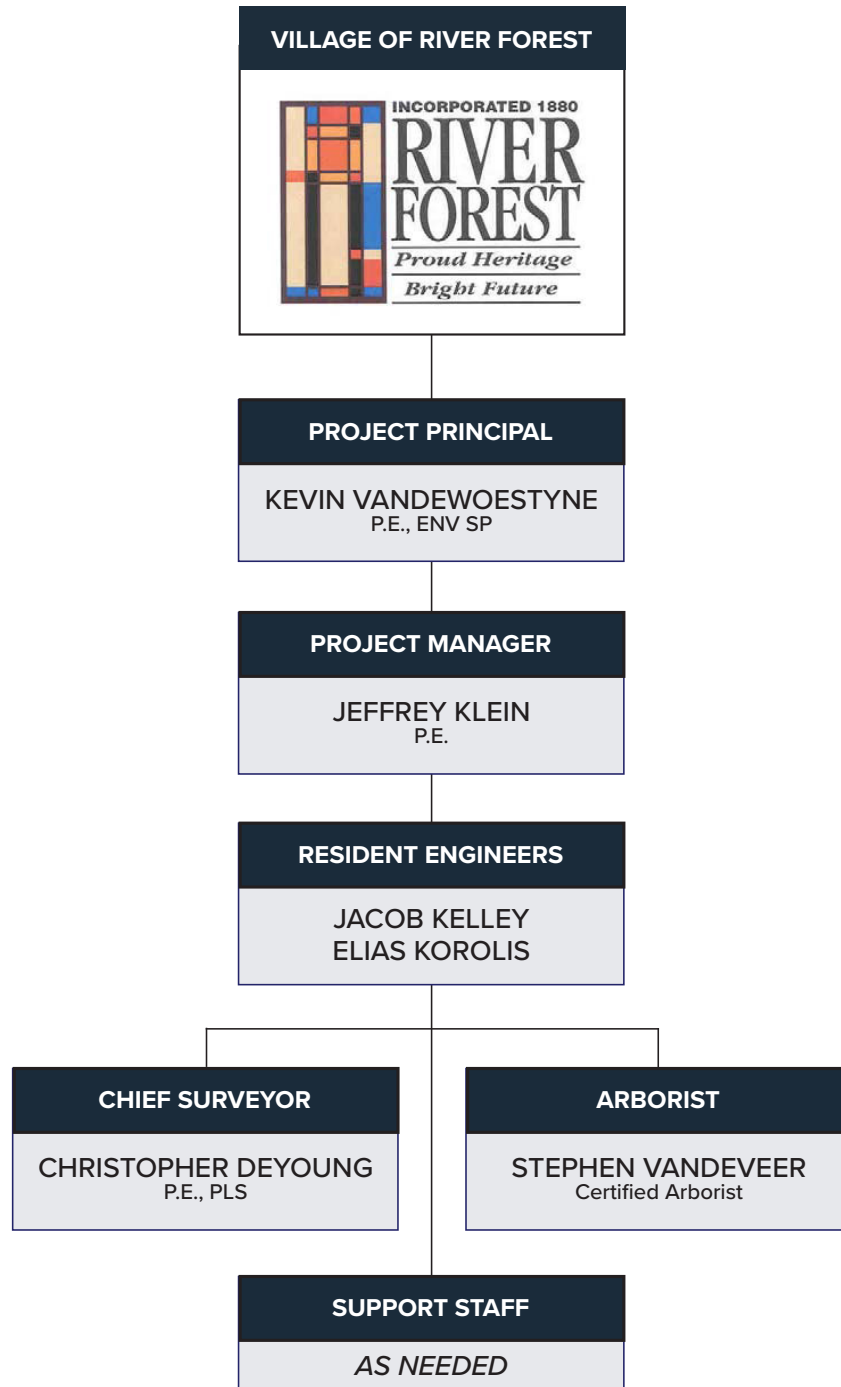
2020 STREET IMPROVEMENT PROJECT = 12 weeks

2020 ALLEY RECONSTRUCTION PROJECT = 5 weeks

TEG proposes to close out the project within 30 days after all construction and punch list items are completed.



Project Team and Organizational Chart



Thomas Engineering Group (TEG) has committed experienced and qualified personnel to this project for its duration. Our team members have excellent experience in the construction of municipal infrastructure projects.

Project Principal: Kevin VanDeWoestyne, P.E., ENV SP

Kevin VanDeWoestyne, P.E., ENV SP (15+ years exp.) will lead this project for TEG and will serve as the primary client liaison. His experience with locally and federally funded roadway projects and familiarity with Village staff make him an excellent fit for this project, and he and his team are available for this project.

Project Manager: Jeffrey Klein, P.E.

Jeffrey J. Klein, P.E., Project Manager, has over 15 years of experience in municipal roadway and utility design and construction projects. He possesses extensive experience and knowledge in projects involving the construction of locally and federally funded roadway improvements. Mr. Klein will coordinate construction inspections with TEG staff and review documentation for accuracy and completeness. He has administered nearly \$50M in construction costs.

Resident Engineer (Water Main): Jacob Kelley

Jake Kelley, Resident Engineer, has over 5 years of construction experience in construction management and inspection. He has knowledge and experiences pertaining to highway reconstruction as well as with PCC pavement, asphalt pavement, drilled shafts, noise wall, storm sewer, cleaning and televising storm sewers, sign fabrication and installation, and more. Specific responsibilities include documentation of construction activities and contract quantities, plan review, invoice review, submittal review, and quantity verification.

Resident Engineer (Streets and Alleys): Elias Korolis

Elias Korolis, Resident Engineer, has over 5 years of construction experience in construction management and inspection. He has knowledge and experiences pertaining to roadway rehabilitation as well as with PCC pavement, asphalt pavement, storm sewer, and ADA curb ramp upgrades. Specific responsibilities include documentation of construction activities and contract quantities, plan review, invoice review, submittal review, and quantity verification.

Subconsultants

Our Base Scope of Services does not include Quality Assurance material testing for field and laboratory testing of PCC and HMA materials. It is anticipated that services will be procured under separate contract, if desired by the Village.



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Resume's

PHASE I, II, AND III, COMMUNITY DEVELOPMENT INSPECTIONS AND PLAN REVIEWS, LOMBARD, ILLINOIS, VILLAGE OF LOMBARD – Consulting Engineer for municipal review of commercial and residential private development projects throughout the Village. The Village of Lombard hired TEG to support their Community Development staff and perform engineering plan reviews, NPDES /Erosion Control Inspections, and land, utility, roadway, and detention construction inspections. The scope of work includes construction observation and final review of public improvements related to residential subdivisions/community developments for compliance with Municipal Code and approved plans. Responsibilities include everything from engineering plan review, erosion control inspections, construction site access control, site adjacent to project sites, traffic control inspections, contractor notifications, sewer and water construction inspection, detention facility construction inspection, roadway construction inspection, lighting review and inspection, ADA sidewalk design and construction inspection to individual flooding/drainage concerns at single family homes and subdivision developments.

PHASE III, ROOSEVELT ROAD WATER MAIN REHABILITATION PHASE 1 AND 2 CONTRACTS: WESTERN VILLAGE LIMITS TO WISCONSIN AVENUE – Project Principal. TEG prepared and submitted a \$10 million successful loan application for Illinois State Revolving Fund (SRF) Public Water Supply Loan Program (PWSLP) through the IEPA's Infrastructure Financial Assistance for funding construction and construction engineering for the Village's 2016-2017 water main projects. TEG also served as the Resident Engineer of construction for the first construction phase of the project, the West Contract. The first phase of this two-stage project was constructed in 2016 and consisted of the rehabilitation of approximately 7,000 linear feet of distribution main, ranging from 8" to 12" diameter water main, along IL Route 38 (Roosevelt Road) from approximately 1200' west of Finley Road to Wisconsin Avenue. The second phase of the project was constructed in 2017 and consisted of lining approximately 9,000 LF of water main on Roosevelt Road from Fairfield Road to Wisconsin Avenue. The scope of work included lining the existing water main in the Roosevelt Road right-of-way, temporary bypass water main, maintaining and reinstating services, replacement of valves, hydrants and fittings, and segments of new water main. The project required public involvement and staged construction with lane closures on Roosevelt Road and posted detour routes.

PHASE I AND II, 2013-2014 LOMBARD TRANSMISSION MAIN PROJECT, LOMBARD, ILLINOIS, VILLAGE OF LOMBARD – Project Manager. Preliminary and design engineering services were offered for this \$1.5M project consisting of approximately 8,000 linear feet of 16" poly-wrapped ductile iron water transmission main to provide a direct connection from the Village's Civic Center Reservoir to the South Booster Station. In the preliminary engineering phase, TEG explored seven (7) possible routes for the transmission main. Our approach for the preliminary phase was to prioritize the project criterion, conduct a detailed alternatives analysis, and identify the least disruptive and most cost effective solution. As part of this phase, TEG utilized a concept level decision matrix which allowed for the advantages and disadvantages of each route to be directly compared. This analysis allowed for direct comparison of the identified criteria important to the Village in their consideration of the final alignment. The ultimate goal was to provide true quantitative comparisons to each alternative route side by side. TEG will assist the Village with utility notifications, bidding assistance, permitting requirements, IEPA Water Construction Permit, and the IDOT Region One Utility Permit.

PHASE I AND II, ABBEYWOOD DRIVE AND GREEN TRAILS DRIVE LAFO PROJECTS, VILLAGE OF LISLE – The Village of Lisle selected TEG for Phase I and II engineering services for the federally funded Abbeywood Drive (08-19-0005) and Green Trails Drive (08-17-0016) LAFO Projects. The projects were programmed for FY 2020 construction with a total cost of \$475K and \$498K, respectively, for resurfacing approximately 0.75 miles between Naper Boulevard and College Road. The proposed improvements include the milling of the existing asphalt surface of the roadway. The improvements

KEVIN VANDEWOESTYNE

P.E., ENV SP

Project Principal



EDUCATION

Bradley University

Peoria, IL

Bachelor of Science,

Civil Engineering

PROFESSIONAL REGISTRATIONS

Professional Engineer:

Illinois 062-061311

Issued: 12-22-2008

ISI Envision™ Sustainability Professional

PROFESSIONAL ASSOCIATIONS & RECOGNITIONS

American Society of Civil Engineers

American Council of Engineering

Companies - Illinois

SELECTED CONTINUING EDUCATION

IDOT QC/QA PROGRAM

Documentation of Contract

Quantities

(15-10188, Exp. 12-09-19)

IDOT OTHER

APWA/IDOT Project Finalization

Procedures Seminar 2006

ICORS 2008 Training Seminar

MISTIC Database for IDOT

Construction

ACEC

Total Quality Pavement

Management and Superpave for
the Local Agency

SAFETY

Fall Protection Regulation &

Equipment Familiarization

Confined Space Regulation &

Equipment Familiarization

MERIDIAN PROLIANCE WEB

BASED PM SYSTEM

Construction Phase Process

Drawing Construction

Management Course

WBPM Coordinator



include replacing the surface with a Polymerized Leveling Binder and a HMA Surface Course. Existing curb and gutter, sidewalk, and curb ramps will also be replaced on an as needed basis. The project will also include miscellaneous base patching where necessary along with new pavement markings. TEG is also performing a traffic flow study evaluating traffic and crash history at the entrance to Kennedy Jr. High.

PHASE II AND III, BURR RIDGE ANNUAL WATER MAIN PROGRAM, BURR RIDGE, ILLINOIS, VILLAGE OF BURR RIDGE – Project Manager. The Village of Burr Ridge hired TEG for Phase II and Phase III for this \$1.1M annual water main replacement project for improvements at two (2) locations. The 2019 locations included County Line Road (Cook County), County Line Lane in the Carriage Way Subdivision, work along the County Line Road/Carriage Way/N Frontage intersection, and Chasemoor Drive between 79th Street and Foxborough Drive. The scope of work included ductile iron and PVC water main installation, water main abandonment, water service line replacement, new fire hydrants, horizontal directionally drilled water main, boring and jacking, encasement, intermittent storm sewer and sanitary sewer service replacement, driveway replacement, pavement patching, and parkway landscaping. The total approximate length of the improvement was 2,928 feet (0.55 miles). Coordination efforts included public outreach to the Carriage Way Subdivision. Permitting efforts included coordination with the Cook County Department of Transportation and Highways and the IEPA.

PHASE II AND III, WOODWARD AVENUE RESURFACING PROJECT, VILLAGE OF WOODRIDGE – The Village of Woodridge selected TEG for both Phase II and Phase III engineering services for the Woodward Avenue LAFO Resurfacing Project (TIP ID 08-18-0017). This project is programmed with a total cost of \$960,360 for resurfacing 1 mile between 75th Street and the north Village Limit located between Wheeler Street and Oxnard Drive. The proposed improvements include the milling of the existing asphalt surface of the roadway. The improvements include replacing the surface with a Polymerized Leveling Binder and a HMA Surface Course. Existing curb and gutter and sidewalk will be replaced on an as needed basis. The project will also include miscellaneous base patching where necessary along with new pavement markings. The intersection of Woodward Avenue and Cambridge Road is on the 2017 Local Safety Tier Analysis as a high tier intersection. TEG is evaluating crash history and mitigation options for the intersection.

PHASE II AND III, WARRENVILLE ROAD RECONSTRUCTION PROJECT, WARRENVILLE, ILLINOIS, CITY OF WARRENVILLE – TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.3M MFT funded pavement reconstruction project. The project consisted of removing the existing permeable pavers, pervious base course and sub-base cross section and replacing it with a conventional full-depth HMA pavement for approximately 1 mile between IL Route 56 and Batavia Road. Due to excessive traffic speeds and pedestrian safety concerns, the project also featured traffic calming measures such as landscape median islands, lane narrowing, bike crossing pavement markings, LED stop signs, and stamped crosswalks. TEG provided a traffic study report which identified the needs for additional stop control along the corridor.

PHASE II AND III, WASHINGTON STREET RECONSTRUCTION PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – TEG secured federal funding on behalf of the City by applying for STP highway funding through the DuPage Mayors and Managers Conference. TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.2M STP funded pavement reconstruction project. The project was located on a major thoroughfare in the City's downtown business district and required staged construction, detour plans, and close coordination effort with the residents and businesses along the project corridor. The project also spanned the Union Pacific and Canadian National Railroads. Planning efforts included a Life Cycle Cost Analysis of several different pavement maintenance and rehabilitation strategies, which resulted in a reconstruction determination. The project also included the reconstruction of intermittent sidewalk, ADA compliant ramps, curb and gutter, pavement markings and landscape restoration. TEG provided construction engineering services, which will include documentation of contract quantities, contractor payment requests, and project closeout.

PHASE II AND III, WHEATON WATER MAIN REPLACEMENT PROJECT, WHEATON, ILLINOIS, CITY OF WHEATON – Project Manager and Designer for this \$2 million project. TEG provided final design engineering and construction engineering services for water main replacement at four (4) separate locations for construction in 2017. The scope of work consisted of 5,800 feet (1.1 miles) of new water main installation, water main abandonment, fire hydrant replacement, domestic water service box and service line replacement, partial storm sewer replacement, and pavement patching, sidewalk, driveway, and landscape restoration. TEG provided utility coordination and acquired permits for construction from the IEPA, IDOT, DuPage County Division of Transportation, and Union Pacific RR for trenchless installation beneath the railroad crossing.

PHASE I/II, 2015-2016 ST. JOHN STREET RECONSTRUCTION PROJECT, CITY OF ELGIN, ILLINOIS – Project Manager. TEG provided preliminary and final design engineering services for an 11 block residential street and utility rehabilitation/reconstruction project for a neighborhood constructed in the 1800s. The project scope included subgrade and underdrain improvements, full roadway reconstruction, drainage and storm sewer improvements, sidewalk and curb ramp replacement in accordance with PROWAG requirements, sanitary sewer lining and service repairs, localized sanitary sewer point repairs, and replacement of approximately .75 miles of water main.

PHASE III, FOREST AVENUE LAFO RESURFACING PROJECT, CITY OF WEST CHICAGO – Resident Engineer/Project Manager. This roadway improvement included pavement resurfacing, HMA surface and binder courses, combination curb and gutter, sidewalk, pavement markings, landscaping, street lighting, rigid conduit and unit duct, and all other incidental and collateral work necessary.

PHASE III, WATER MAIN REPLACEMENT 2019, VILLAGE OF BURR RIDGE – Project Manager. This project consisted of the installation of approximately 2500 feet of 12", 8" and 6" water main, water main removals, storm sewer removal and replacement, fire hydrant installation, valve vaults, boring of water main at 2 locations, sanitary sewer replacement, curb and gutter, sidewalk, PCC and HMA pavements, as well as all necessary landscaping for restoration.

PHASE II AND III, WASHINGTON STREET RECONSTRUCTION PROJECT, CITY OF WEST CHICAGO – Documentation/Construction Inspection Assistance. TEG secured federal funding on behalf of the City by applying for STP highway funding through the DuPage Mayors and Managers Conference. TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.1M STP funded pavement reconstruction project. The project is located on a major thoroughfare in the City's downtown business district and required staged construction, detour plans, and close coordination effort with the residents and businesses along the project corridor. The project also spanned the Union Pacific and Canadian National Railroads. Planning efforts included a Life Cycle Cost Analysis of several different pavement maintenance and rehabilitation strategies, which resulted in a reconstruction determination. The project also included the reconstruction of intermittent sidewalk, ADA compliant ramps, curb and gutter, pavement markings and landscape restoration. TEG provided construction engineering services, which included documentation of contract quantities, contractor payment requests, and project closeout.

PHASE III, MGNWC (MORTON GROVE-NILES WATER COMMISSION) WATER SUPPLY IMPROVEMENT PROJECT, MORTON GROVE/NILES/SKOKIE/EVANSTON, ILLINOIS – Resident Engineer. TEG provided subconsultant construction engineering services for this \$80 million water transmission main project. The project involved installation of new water-transmission main over 7-miles in total length, various water main components, 2 new pump stations, one in Evanston and Morton Grove, a 90-foot tall stand pipe, water and sewer services for the communities, and roadway, sidewalk, and curb and gutter improvements along the route. The 30 and 24 Inch transmission main is providing new water service to over 50,000 residents of Morton Grove and Niles via the City of Evanston. Additionally, there was a water main lining contract to restore existing water main on the Village of Niles system. Coordination was a key component in the progress of the project as there were 11 separate contracts, 5 resident engineers, and over 15 inspectors involved. TEG's responsibilities included resident engineering duties, contract administration, inspection, documentation, public relations, and coordination with multiple Public Works departments.

PHASE III, FOX RIVER BRIDGE, JANE ADDAMS MEMORIAL TOLLWAY (I-90), ELGIN, ILLINOIS, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Assistant Resident Engineer. This \$75M project involved the reconstruction and widening of the Fox River Bridge in Elgin, IL. Part of the Illinois Tollway's "Move Illinois" program, it was the largest and most critical project on the I-90 corridor. Over the course of three construction stages from 2014 to 2016, the existing 15-span structure was removed and replaced with a wider 8-span structure. Work performed within the Fox River and coordinated with USACE, IDNR, and IEPA, consisted of the construction of causeways and cofferdams. The seven proposed piers were constructed on top of drilled shafts socketed in bedrock. New reinforced concrete abutments sit atop H-piling driven to refusal. The new bridge superstructure consists of a stainless steel reinforced concrete deck and 90" PPC Bulb T Beams with a maximum length of 168'-5". To eliminate longitudinal deck joints, the PPC beams were erected using an innovative gantry system that allows

JEFFREY KLEIN

P.E.

Project Manager



EDUCATION

Bradley University

Peoria, IL

Bachelor of Science,

Civil Engineering

PROFESSIONAL REGISTRATIONS

Professional Engineer:

Illinois 062-061685

Issued: 05-25-2009

SELECTED CONTINUING EDUCATION

IDOT QC/QA PROGRAM

Documentation of Contract Quantities

(15-10178, Exp. 12-09-19)

Culvert Hydraulics

Hot Mix Asphalt

Bridge Construction Inspection

Pavement Construction

Inspection

Pavement Maintenance

Construction Material

Inspection Documentation

MFT Accounting & Auditing

Piling

Small Drainage Structure

Seal Coats

NPDES Seminars

ICORS



beams to be set with no cranes and minimal impact to traffic. Soldier pile and conventional reinforced concrete retaining walls were constructed within each quadrant of the bridge to support the wider roadway. Special attention is given to a sensitive environmental fen area on the east side of the bridge. After the new I-90 bridge was constructed, a 660 foot pedestrian bridge was erected below the structure so pedestrians can access each side of the river. Construction management duties for the project included, but were not limited to, the daily inspection and documentation of work performed by the Contractor(s), cost control management, construction schedule review and enforcement, quality assurance of materials installed, and review and approval of shop drawings submittals.

PHASE III, FREMONT STREET PARKING LOT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – Resident Engineer. This project consisted of area wide improvements to the parking lot off of Fremont Street located near the heart of downtown West Chicago. The project included urban reconstruction and beautification improvements such as pavement removal, earth excavation, combination curb and gutter, full-depth bituminous pavement, resurfacing with binder and surface courses, construction of PCC sidewalks and handicap accessible ramps, electrical service installation, parking lot ornamental lighting, new signs and sign posts, landscape islands with trees, and parkway landscaping. Other unique features of the project included the removal and installation of a new trash-receptacle wood enclosure for a local historic business and the installation of removable bollards along the adjacent Geneva Spur bike path to deter automobile access.

PHASE III, 2013 STREET RESURFACING PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – Assistant Resident Engineer. This \$370K urban roadway improvement project consisted of Hot-Mix Asphalt surface removal and resurfacing with Hot-Mix Asphalt level binder and surface courses, as well as intermittent concrete curb and gutter removal and replacement. The project extended for approximately 1.22 miles in the city's Cornerstone Lakes Subdivision and also included intermittent partial depth patching for approximately 0.6 miles along Ingalt Avenue, located in the heart of the city's historic area. Other area improvements included the installation of speed humps throughout the Cornerstone Lakes Subdivision, as well as full-depth pavement patching, utility frame adjustments, placement of area-wide reflective crack control treatment, and thermoplastic pavement markings to improve the intersections and school crossings for the local institution nearby.

PHASE III, RIVER ROAD OVER PRAIRIE CREEK, WILL COUNTY, ILLINOIS, WILL COUNTY DEPARTMENT OF HIGHWAYS – Resident Engineer. This 170' project included removal of the existing concrete slab of the River Road Bridge over Prairie Creek. The replacement was a concrete slab which included PCC bridge approach connectors, HMA flexible approaches, replacement of pavement markings, guardrail, and a HMA stabilized guardrail shoulder. The bridge was constructed under stage construction.

PHASE III, I-80 REHABILITATION, INTERSTATE 80, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Documentation Engineer for four contracts as a subconsultant:

- **60M63** 8.60 miles of milling, patching, resurfacing and bridge repairs at 6 locations on I-80 from Grundy County Line to Midland Avenue (Eastbound) in Troy and Joliet Townships (SN 099-0040, 0042, 0044, 0046, 0301, and 0048);
- **60M64** 6.40 miles of milling, patching, resurfacing and bridge repairs at 8 structures all on I-80 from Midland Avenue to west of US 30 in Joliet, Rockdale and New Lenox (SN 099-0050, 0052, 0056, 0059, 0060, 0062, 0064 and 0066);
- **60M65** 8.60 miles of roadway resurfacing, bridge rehabilitation of 7 structures, signing improvements and other work on I-80 from Grundy County Line to Midland Avenue (Westbound) (SN 099-0041, 0308, 0043, 0045, 0047, 0302 and 0049);
- **60M66** 6.40 miles of milling, patching, resurfacing and bridge repairs to 9 structures all located on I-80 from Midland Avenue to west of US 30 (Westbound) in Joliet, Rockdale and New Lenox (SN 099-0051, 0053, 0057, 0058, 0061, 0063, 0065, 0067 and 0054).

PHASE III, VETERANS MEMORIAL TOLLWAY (I-355) ROADWAY AND BRIDGE REHABILITATION, INTERSTATE 355, ILLINOIS, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Assistant Resident Engineer. This \$20M Tollway improvement was performed along the Veterans Memorial Tollway (I-355) between I-55 and Butterfield Road. Work included pavement patching on mainline and ramp pavements and HMA overlay on mainline pavement, rehabilitation to existing bridge structures including deck overlays, joint repair and parapet repair, and installation of new guardrail, concrete curb and gutter, modification to the median barrier wall, sign replacement, pavement markings and erosion control.

PHASE III, ILLINOIS ROUTE 72 RESURFACING, HAMPSHIRE, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Resident Engineer. This project included 2.21 miles of milling and resurfacing on IL 72 from DeKalb County Line to French Road in Hampshire. It included 1,912 tons polymerized leveling binder (machine method); 2,869 tons HMA surface course, MIX D; 34,149 square yards milling; 1,708 square yards patching; 1,294 square yards aggregate shoulders; 432 tons aggregate wedge shoulders; 10 traffic barrier terminals; 32,681 feet thermoplastic pavement marking; traffic control and protection.

PHASE III, WARRENVILLE ROAD RECONSTRUCTION, CITY OF WARRENVILLE – Resident Engineer. TEG was hired by the City to provide planning, design, and construction engineering services for this \$1.3M MFT funded pavement reconstruction project. The project consisted of removing the existing permeable pavers, pervious base course and sub-base cross section and replacing it with a conventional full-depth HMA pavement for approximately 1 mile between IL Route 56 and Batavia Road. Due to excessive traffic speeds and pedestrian safety concerns, the project also featured traffic calming measures such as landscape median islands, lane narrowing, bike crossing pavement markings, LED stop signs, and stamped crosswalks. TEG provided a traffic study report which identified the needs for additional stop control along the corridor.

PHASE III, INGENUITY WAY, CITY OF WEST CHICAGO – Resident Engineer. The City of West Chicago hired TEG to support the Development of Ingenuity Way owned by the DuPage Airport. Responsibilities include everything from engineering and inspection, contractor notifications, proof rolling and undercut inspections, asphalt inspections, sewer and water construction inspection, roadway construction inspection, lighting inspection, curb and gutter inspections, sidewalk and construction inspection.

PHASE III, LONDON AVENUE SANITARY REPLACEMENT, CITY OF WARRENVILLE – Resident Engineer. TEG was hired by the City of Warrenville to provide planning, design, and construction engineering services for this \$726,275 private sanitary sewer project. The project involved the installation of approximately 1,200 lineal feet of 12" sanitary sewer main via open cut and pipe bursting, sanitary sewer manholes, sanitary sewer services, restoration of disturbed areas and all incidental and collateral work necessary to complete the project.

PHASE III, SYSTEMWIDE CONSTRUCTION MANAGEMENT UPON REQUEST NON ROADWAY, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Construction Technician I. This contract provides for construction management services upon request systemwide. Task orders many Include inspection and management of construction contracts for facility repairs such as exhaust system repairs, parking lot rehabilitation, HVAC repairs, plumbing and drainage repairs, roof repairs, security enhancements, masonry repairs, electrical improvements, pavement marking, ATPMs and sign fabrication and installation.

PHASE III, I-355 VETERANS MEMORIAL MILE POST 0.0 TO MILE POST 12.3, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Construction Technician I. Contract was awarded just under \$1.3. Scope consists of replacement of existing High Pressure Sodium (HPS) roadway lighting with Light Emitting Diodes (LED) luminaires. Inspection of existing lighting mass arms, replacement of deficient mast arms and installation of mast arms and installation of mast arm cable assemblies. Replace existing HPS underpass lighting with LED luminaires. Upgrade existing lighting controllers, and the associated maintenance of traffic.

PHASE III, I-88 REAGAN MEMORIAL CLEAN AND TELEWISE DRAINAGE SYSTEM, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Construction Technician I. The scope of work for this \$1.3M project included cleaning and televising storm sewers, culverts and drainage structures, along with cleaning of ditches and erosion repair along I-88 from West of Tollway Plaza 61 to East of IL 59.

PHASE III, I-88 REAGAN MEMORIAL ROADWAY RECONSTRUCTION MILE POST 138.1 TO MILE POST 140.5, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Construction Technician I. The awarded amount was over \$44M. Rebuilding and widening the Reagan Memorial Tollway (I-88), between I-290 and York Road in Oak Brook. The two-year project also includes rebuilding and widening the York Road Bridge, repairing and widening of the I-88 bridges over Roosevelt Road, improvements on the ramps connecting I-88 and the Tri-State Tollway (I-294) and noisewall construction adjacent to residential areas.

JACOB KELLEY

Resident Engineer



EDUCATION

Western Illinois University
Macomb, IL

Bachelor of Science,
Construction Management

SELECTED CONTINUING EDUCATION

IDOT QC/QA PROGRAM

Documentation of Contract
Quantities (#19-15511 exp.
03/27/2023)

OSHA 30-hour Construction
Safety

Standard First Aid/CPR/AED



PHASE III, 159TH STREET, HOMER GLEN, IL, ILLINOIS DEPARTMENT OF TRANSPORTATION – Project Engineer. The estimate project cost \$55M. The proposed scope of work includes reconstruction and widening US Route 6 / IL Route 7 (159th Street) from Gougar Road Will-Cook Road. The improvement provides two lanes in each direction with variable width landscaped medians, and pavement bounded by combination curb and gutter on both sides and other related work. The length of the project is approximately 5 miles. The Project extends through two construction seasons.

PHASE III, 159TH STREET, ORLAND PARK, IL, ILLINOIS DEPARTMENT OF TRANSPORTATION – Project Engineer. The project cost is \$47M Reconstruction and added lanes, drainage improvements, shared-use path, sidewalks, and other related work on 2.53 miles of US Route 6 / IL 7 Route (159th Street) from Will-Cook Road to Ravinia Avenue located in Orland Park and Orlando Township. The project extends through two construction seasons.

PHASE II, NAVY FEDERAL CREDIT UNION, CITY OF PENSACOLA, FLORIDA – Office Engineer. Contract was awarded for \$400M. The 242-acre site is a parcel adjacent to the existing Navy Federal Credit Union campus in Pensacola, Florida. The Phase 2 Expansion and the scope of work includes two office buildings, an amenities building, two parking decks, equipment additions to the existing Central Energy Plant, and associated connecting bridges, roads, walking paths, stormwater retention, and infrastructure. The length of the project consists of 3 years.

PHASE III, IL ROUTE 71 (ORCHARD RD-US34) OSWEGO, IL, ILLINOIS DEPARTMENT OF TRANSPORTATION – Construction Technician I. Project cost was \$22M. The project consists of 2.62 miles of concrete highway reconstruction to widen its existing 2-lane road to 2-lanes in each direction on IL 71 from Minkler/Orchard Rd. to US 34 in Oswego, IL. Also includes traffic signal updates, storm sewer, and other work. The contract was 250 working days.

PHASE III, I-90 BRIDGE RECONSTRUCTION HIGGINS ROAD & BARRINGTON ROAD, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Construction Technician I. Project was \$51M contract. Construction services for the Jane Addams Memorial Tollway Bridge Reconstruction from Higgins Road at mile marker 61.3 to Barrington Road at mile marker 62.2. Project consist of two working seasons.

PHASE III, ROUTE US 34/US 6 BUREAU COUNTY, IL, ILLINOIS DEPARTMENT OF TRANSPORTATION – Technician Trainee Internship. The estimated cost was \$1.5M. The project consists of 8.02 miles of resurfacing on US34/US6 from east of Sheffield to Hazelwood Dr. in Wyanet. The contract was 55 Working Days.

PHASE III, KENILWORTH ALLEY RECONSTRUCTION, VILLAGE OF GLEN ELLYN — Resident Engineer. TEG provided construction engineering services for this \$1.2 million roadway and alley reconstruction project. The project included roadway construction, alley reconstruction, installation of new storm sewer and drainage structures, sanitary sewer service replacements, water service replacements, subgrade stability improvements, new curb & gutter and intermittent sidewalk replacement and parkway restoration.

PHASE III, IL RT. 53 & MADISON STREET IMPROVEMENTS, VILLAGE OF LOMBARD — Assistant Resident Engineer for this \$2.2 million roadway improvement and traffic signal installation project. The project scope included the widening and resurfacing of 0.25 mi of IL Route 53 and complete reconstruction of 0.2 mi of Madison Street between IL 53 and Finley Road, providing turn lane channelization on all three legs of the intersection and a dedicated bike lane on NB IL Route 53. In addition to the channelization, a new traffic signal is being installed, restoring all turning movements at this intersection. The project also included over 6000 CY of earth excavation to lower the profile on Madison Street by as much as 5.5 FT at some locations, thereby reducing the roadway profile to 6% at the intersection approach.

PHASE III, PAVEMENT MAINTENANCE, SOUTH REGION, DUPAGE COUNTY DIVISION OF TRANSPORTATION — Resident Engineer for the construction inspection services for the improvement of four separate roadway resurfacing projects in southern DuPage County. Work includes pavement patching, Hot-Mix asphalt surface removal, resurfacing with polymerized leveling binder and HMA surface course, storm sewer, longitudinal joint sealing, detector loop replacement, curb and gutter removal and replacement, frame and grate adjustments, thermoplastic pavement marking and raised reflective pavement markers.

FORMER RARE EARTHS FACILITY (REF) CLEANUP ACTIVITIES, WEST CHICAGO ENVIRONMENTAL RESPONSE TRUST, WEST CHICAGO, ILLINOIS — Resident Engineer for the construction management and land surveying services for the final cleanup of the Rare Earths Facility (REF) Site, the final of four Kerr-McGee Superfund Cleanup Sites in West Chicago. In collaboration with the Illinois Emergency Management Agency, Illinois EPA, West Chicago Environmental Response Trust, and Weston Solutions, TEG provided on-site inspection, construction layout, and surveying during the removal of contaminants caused by radioactive thorium waste that was generated by a processing facility (now closed and owned by the Kerr-McGee Chemical Corporation) that operated in West Chicago between 1932 and 1973. A milestone celebration was held on November 10, 2015 as the very last railcar departed; signaling that soil remediation work has been completed.

PHASE I, II, AND III, 2014 & 2015 SIDEWALK MAINTENANCE PROGRAM, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO — Surveyor, Field Engineer, and Designer. The scope of services includes a City-wide sidewalk evaluation of trip and fall hazards and development of an extended 5-year Sidewalk Program for over 100 miles of public sidewalk. Evaluations are performed in accordance with the City of WC Sidewalk Inspection Policy. Evaluated features include ADA ramps, utility structure adjustments, effect on immediate curb and roadway and private property, and missing segments throughout the network. In addition to providing condition ratings, TEG uses GPS equipment to record the dimensions of the sidewalk and identify lengths of each defect, and manages the data in the City's ArcGIS mapping system.

PHASE I AND II, ALTA VISTA GARDENS, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO — Surveyor and Drafter. This \$1.25M CDBG improvement to be completed in 2015 includes the removal and replacement of over 7,000' of curb and gutter, driveway apron removal and replacement, parkway grading, and the resurfacing of three residential streets within the Alta Vista Gardens subdivision at the end of the 2014 construction.

ELIAS KOROLIS

Resident Engineer



EDUCATION

Western Illinois University
Macomb, IL
Bachelor of Science,
Construction Management

PROFESSIONAL REGISTRATIONS

Epsilon Pi Tau - International
Honor
Society for Technology

SELECTED CONTINUING EDUCATION

IDOT QC/QA PROGRAM
Documentation of Contract
Quantities
(#18-13440 exp. 03/07/2022)
ArcGIS
AutoCAD Civil 3D

IDOT
ADA Design/Inspection

PHASE I, 2014 ADA DATA COLLECTION, DISTRICT 1, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION — Inspector. This project involved inspecting all sidewalk, curb ramps, cross walks, and Accessible Pedestrian Signals within District 1 for ADA compliance. Individual responsibilities included inputting data pertaining to ADA compliance into the IDOT ESRI database after inspections.

PHASE I AND II, LONGMEADOW PARKWAY CORRIDOR CONSTRUCTION, KANE COUNTY, ILLINOIS, KANE COUNTY DEPARTMENT OF TRANSPORTATION — Surveyor. Project includes the completion of Phase I studies for the entire Longmeadow Corridor, including the new bridge over the Fox River. Phase II work includes the preparation of plans, specifications, and estimates for the westernmost 1-mile section of the proposed new alignment Longmeadow Parkway (total 6.5 miles). Design section includes plan preparation for new roadway alignment and two high-volume intersections at Randall and Huntley Roads. Overall cost anticipated to be approximately \$100M. Individual responsibilities include topographical surveying along IL 62 at the new intersection with Longmeadow Parkway.

2014 West Chicago Sidewalk Condition Survey — The scope of services includes a City-wide sidewalk evaluation of trip and fall hazards and development of an extended 5-year Sidewalk Program for over 100 miles of public sidewalk. Evaluations are performed in accordance with the City of WC Sidewalk Inspection Policy. Evaluated features include ADA ramps, utility structure adjustments, effect on immediate curb and roadway and private property, and missing segments throughout the network. In addition to providing condition ratings, TEG uses GPS equipment to record the dimensions of the sidewalk and identify lengths of each defect, and manages the data in the City's ArcGIS mapping system.

PHASE I AND II, 2013 WATER TRANSMISSION MAIN, LOMBARD, LOMBARD, ILLINOIS, VILLAGE OF LOMBARD — Surveyor. Preliminary and design engineering services for this \$1.5M project consisting of approximately 9,000 linear feet of 16" poly-wrapped ductile iron water transmission main to provide a direct connection from the Village's Civic Center Reservoir to the South Booster Station. In the preliminary engineering phase, TEG explored five (5) possible routes for the transmission main. Our approach for the preliminary phase was to prioritize the project criterion, conduct a detailed alternatives analysis, and identify the least disruptive and most cost effective solution. As part of this phase, TEG utilized a concept level decision matrix which allowed for the advantages and disadvantages of each route to be directly compared. This analysis allowed for direct comparison of the identified criteria important to the Village in their consideration of the final alignment. The ultimate goal was to provide true quantitative comparisons to each alternative route side by side. TEG prepared and assisted the Village with utility notifications, bidding assistance, DuPage County permitting requirements, IEPA Water Construction Permit, and the IDOT Region One Utility Permit. Responsibilities included surveying the 5 routes and assisting design staff.

PHASE I, II, AND III, 2013 SIDEWALK MAINTENANCE PROGRAM, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO — Surveyor, Field Engineer, and Designer. This city-wide sidewalk improvement program consisted of over 17,000 square feet of intermittent PCC sidewalk replacement and mudjacking, as well as over 100 linear feet of concrete curb and gutter replacement. Responsibilities included site surveying, general construction observation, and measurement of pay items.

PHASE II AND III, 2013 STREET RESURFACING PROJECT, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO — Field Engineer. The project consisted of area wide pavement preservation improvements to residential streets in the City of West Chicago. The \$400K project was designed, awarded, and constructed in 2013. Proposed improvements included hot-mix asphalt surface removal and resurfacing with hot-mix asphalt level binder and surface courses, as well as intermittent concrete curb and gutter removal and replacement, for approximately 1.22 miles in the City's Cornerstone Lakes Subdivision and intermittent partial depth patching for approximately 0.6 miles along Ingalt Avenue, located in the heart of the City's historic area. Other area improvements included the installation of speed humps throughout the Cornerstone Lakes Subdivision, as well as full-depth pavement patching, utility frame adjustments, placement of area-wide reflective crack control treatment, and thermoplastic pavement markings to improve the intersections and school crossings for the local institution nearby. The contract was a locally let and locally managed project. TEG completed the municipal design of this project from initial field evaluations through all phases of design, permitting, bid assistance, and construction oversight. Responsibilities included general construction observation.

PHASE II AND III, CBD ALLEY RECONSTRUCTION, WESTMONT, ILLINOIS — Chief Surveyor. Provided initial topographic and boundary survey along with an as-built survey for this \$1 million alley reconstruction project. The project utilized green infrastructure and sustainable design methods to replace the deteriorated, poorly drained alley pavement with porous brick pavers over pervious concrete pavement, and a new underdrain drainage system with storage under the new alley pavement. The work included porous brick paver installation, pervious concrete installation, open graded aggregate to create the storage area under the pavement, underdrain drainage system, drainage structures for future storm run-off connections of adjacent properties, new curb & gutter, sidewalk and HMA pavement restoration. This is the first project in Illinois constructed with this type of porous pavement system.

PHASE III, IL ROUTE 53 AND MADISON STREET, VILLAGE OF LOMBARD — Chief Surveyor. The project scope included the widening and resurfacing of 0.25 mi of IL Route 53 and complete reconstruction of 0.2 mi of Madison Street, providing turn lane channelization on all three legs of the intersection and a dedicated bike lane. In addition, the project scope included over 6000 CY of earth excavation, a new enclosed drainage system on Madison Street and the east side of IL Route 53, new sidewalks, residential driveways and the installation of new traffic signals. This project was funded by federal Surface Transportation Program (STP) funds. Individual project responsibilities included before and after surveys for the calculation of quantities.

PHASE III, DEERFIELD ROAD RECONSTRUCTION, VILLAGE OF DEERFIELD — Chief Surveyor. The project included survey and documentation of 2.39 miles of full and partial pavement reconstruction in the Village of Deerfield and the City of Highland Park. Work included HMA surface removal and resurfacing, pavement patching, pavement removal and replacement with full depth HMA and jointed PCC pavement, combination concrete curb and gutter, storm sewer, cured-in-place pipe lining of sanitary sewer and water main replacement in the Village of Deerfield, new sidewalk, bridge resurfacing over the Middle Fork and West Fork of the North Branch of the Chicago River, and modernization and interconnection of ten traffic signals. The project also included the replacement of the superstructure for the Deerfield Road bridge over Berkeley Road and repairs to the Deerfield Road bridges over Union Pacific Railroad/Old Skokie Highway and US 41. Individual responsibilities included before and after surveys for the calculation of quantities.

PHASE II, LAKE STREET STREETScape PROJECT AND LOCAL STREET CAPITAL IMPROVEMENT PROJECT, OAK PARK, ILLINOIS — Chief Surveyor. Project included a detailed streetscape topographic survey of Lake Street from Harlem Ave to Euclid Ave. Streetscape survey included buildings (windows, doorways, thresholds, cantilevered signs and overhangs), street lights, all trees and landscaping, all site furniture, utilities in addition to cross-sectional survey. The capital improvement project included surveys of Culyer (Pleasant to Randolph), Highland (Jackson to Madison), Harvey (Jackson to Madison) and Lake Street (Euclid to Austin). Both the Streetscape survey and the Capital Improvement survey included utility inspections of all utilities onsite including water, storm sewer and sanitary sewer. Inspections included creating a photo library of each structure and its condition.

PHASE II/III, 2015-2016 ST. JOHN STREET RECONSTRUCTION PROJECT, CITY OF ELGIN, ILLINOIS — Project Surveyor for this 11 block residential street and utility rehabilitation/reconstruction project for a neighborhood constructed in the 1800s. The project scope included subgrade and underdrain improvements, full roadway reconstruction, drainage and storm sewer improvements, sidewalk and curb ramp replacement in accordance with PROWAG requirements, sanitary sewer lining and service repairs, localized sanitary sewer point repairs, and replacement of approximately .75 miles of water main. TEG was responsible for providing topographic survey and utility structure surveys, conditional analysis of all existing City-owned facilities, drainage assessment of the project area, televising and sanitary sewer inspection, sewer and water utility

CHRISTOPHER DEYOUNG

P.E., P.L.S.

Chief Surveyor



EDUCATION

Purdue University

West Lafayette, IN

Bachelor of Science,
Civil Engineering

Bachelor of Science,
Land Surveying and
Geomatics Engineer

PROFESSIONAL REGISTRATIONS

Professional Engineer:

Illinois 062-065116

Professional Land Surveyor:

Illinois 035-003817

PROFESSIONAL ASSOCIATIONS & RECOGNITIONS

Illinois Professional Land Surveyors
Association

SELECTED CONTINUING EDUCATION

IDOT QC/CQ PROGRAM

Documentation of Contract
Quantities

(#16-11772 exp. 04-06-20)

DRAFTING AND ENGINEERING SOFTWARE

AutoCAD

AutoTurn

Microstation

Geopak



size upgrades, and coordination of pavement cores, soil borings, geotechnical analysis and environmental surveys. TEG served as the City's liaison for all portions of this public improvement from initial field evaluations through all phases of design, utility coordination, permitting, bid assistance, and public outreach.

PHASE I AND II, LONGMEADOW PARKWAY CORRIDOR CONSTRUCTION, KANE COUNTY, ILLINOIS, KANE COUNTY DEPARTMENT OF TRANSPORTATION – Chief Surveyor. Project includes the completion of Phase I studies for the entire Longmeadow Corridor, including the new bridge over the Fox River. Phase II work includes the preparation of plans, specifications, and estimates for the westernmost 1-mile section of the proposed new alignment Longmeadow Parkway (total 6.5 miles). Design section includes plan preparation for new roadway alignment and two high-volume intersections at Randall and Huntley Roads. Overall cost anticipated to be approximately \$100M. Individual responsibilities include topographical surveying along IL 62 at the new intersection with Longmeadow Parkway.

PHASE III, GREAT WESTERN TRAIL GRS-IBS SURVEY COLLECTION, LOMBARD, ILLINOIS, FEDERAL HIGHWAY ADMINISTRATION – Chief Surveyor and Project Engineer. Project included the instrumentation and monitoring of the performance of a Geosynthetic Reinforced Soil Integrated Bridge System built at Grace Street as part of the Great Western Trail project in the Village of Lombard.

PHASE III, I-90 (JANE ADAMS MEMORIAL TOLLWAY) FOX RIVER BRIDGE, ELGIN, ILLINOIS, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Chief Surveyor. This project involves the reconstruction and widening of the Fox River Bridge in Elgin, IL. Part of the Illinois Tollway's "Move Illinois" program, it is the largest and most critical project on the I-90 corridor. This \$75M project will accommodate over 100,000 daily vehicles with four lanes of traffic in each direction.

PHASE III, CENTER DRIVE RESURFACING, WOODRIDGE, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION AND VILLAGE OF WOODRIDGE – Project Engineer. This \$387K project, included the resurfacing of Center Drive from Woodridge Drive to Janes Avenue. TEG acted as the Resident Engineer and Inspectors for the Village of Woodridge. This job included sidewalk replacement, curb replacement along with manhole and inlet rim adjustments. Class D patching was also required on this job. The plan quantity was underestimated as to the actual need. TEG coordinated with the Village and IDOT to meet the patching needs of Center Drive. 1" polymerized leveling binder was called for on this job. Due to this being the first run of this mix out of K-Five's plant, a test strip had to be performed. The first test strip failed which required another run. Center Drive is the main road in front of the Woodridge Public Works complex that included the Public Works Department, Police Department, Fire Department, Post Office, Library and Village hall along with the Park District down the street. TEG coordinated with these local municipality organizations and local residents to inform them of the road work being performed and impacts made to their commutes on a daily basis.

PHASE III, GREAT WESTERN TRAIL BRIDGES AND BIKE PATH, LOMBARD, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION/ VILLAGE OF LOMBARD – Chief Surveyor and Project Engineer. Project included the construction of three new pedestrian bridges and a bike path along the Great Western Trail in the Village of Lombard. The project also included architectural features such as concrete form liners, 3-part staining, colored concrete, and architectural trail lighting. Horizontal layout verification was performed frequently with GPS survey equipment, and earthwork measurements were taken with a total station. Overall cost was approximately \$4.5M.

PHASE III, 2013 RESURFACING OF VARIOUS STREETS, OAK PARK, ILLINOIS, VILLAGE OF OAK PARK – Resident Engineer. Project consisted of 10 street locations throughout the Village with a total length of 1.75 miles. Each street repair ranged from a standard mill and overlay to a roadway profile change with all new curb and gutter and driveways. The project included HMA resurfacing, full roadway reconstruction, storm sewer repair/replacement, PCC sidewalk, new drainage structures and adjustments, HMA patching, sanitary spot repair, parkway restoration, and soil stabilization by the use of soil slurry grouting.

PHASE I, CONTROL POINT NETWORK EVALUATION, WEST CHICAGO, ILLINOIS, CITY OF WEST CHICAGO – Chief Surveyor. Project included the data collection and evaluation of West Chicago's current horizontal and vertical control network. The current network was established in 1998 and since then about half of the monuments have been destroyed.

PHASE II, HEATHER GLENN SUBDIVISION, NEW LENOX, ILLINOIS, VILLAGE OF NEW LENOX – Land Surveyor and Civil Engineer. Project included various surveying and engineering services for this 100 acre subdivision. In addition, various proposed townhomes were fitted so that the minimum setbacks would be met along with maximizing the clients preferred townhome model preference.

PHASE I, PLATS, THORN CREEK BASIN DISTRICT, THORN CREEK BASIN SANITARY DISTRICT – Land Surveyor. Project included the preparation of Annexation plats and the preparation of legal description encompassing areas within the Thorn Creek Sanitary Basin District.

PHASE III, I-88 LANDSCAPE PLANTING IMPROVEMENTS CONTRACT RR-18-4442, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Resident Engineer and Arborist. TEG provided Phase III RE services, construction inspection, and preparation of contract documents on this landscape improvements on mainline I-88 from mile post 76.5 to 91.62. This was part of a broader initiative by ISTHA to plant over 58,000 trees network wide. Work on this contract included tree and shrub plantings, dense tree plantings, herbicide application, various seed mix prep, planting, and maintenance, woody plant monitoring, maintenance mowing, erosion and sediment control, temporary construction entrances, and maintenance of traffic. The maintenance and monitoring of installed trees and shrubs is also required during an extended establishment period.

PHASE III, I-88 LANDSCAPE PLANTING IMPROVEMENTS CONTRACT RR-18-4418, ILLINOIS STATE TOLL HIGHWAY AUTHORITY – Resident Engineer and Arborist. TEG provided Phase III RE services, construction inspection, and preparation of contract documents on this landscape improvements contract at the interchange of I-88 and Illinois Route 251. This was part of a broader initiative by ISTHA to plant over 58,000 trees network wide. Work on this contract included tree and shrub plantings, dense tree plantings, herbicide application, various seed mix prep, planting, and maintenance, woody plant monitoring, maintenance mowing, erosion and sediment control, temporary construction entrances, and maintenance of traffic.

PHASE III, GREAT WESTERN BRIDGES AND BIKE PATH, LOMBARD ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Field Technician. This \$4.5M project included the construction of three new pedestrian bridges and a bike path along the Great Western Trail in the Village of Lombard. The three bridges were rated for an H-20 loading. The bridges' superstructure consisted of 100' spans of 48" PPC I-Beams and 72" PPC Bulb T-Beams with an 8" reinforced concrete deck. Substructures varied from MSE wall, H-Piling, aggregate column ground stabilization, reinforced concrete abutments and wing walls, sheet piling with tieback, and geosynthetic reinforced soil abutments. The project also included architectural features such as concrete form liners, 3-part staining, colored concrete, and architectural trail lighting. Approximately 2,000' of asphalt and aggregate trail was constructed for the bridges, which was placed upon embankments built with furnished excavation and borrow excavation. Borrow excavation was obtained from locations within the Village to help expand storm water detention volumes. Horizontal layout verification was performed frequently with GPS survey equipment, and earthwork measurements were taken with a total station.

PHASE I, VARIOUS / VARIOUS STUDIES, DISTRICT 1, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Arborist. Performed Tree Surveys on the following projects to date:

- **IL 171 at 95th Street:** surveyed 1,195 trees on site in terms of size, health, and species for HSIP intersection improvement project in unincorporated Cook County near Lemont.
- **IL 171 at Culvert just north of North Avenue (IL 64):** surveyed approximately 40 trees in terms of size, health, species for HSIP culvert replacement and safety project River Grove.

PHASE I, VARIOUS MAINTENANCE CONSTRUCTION ENGINEERING / EROSION AND SEDIMENT CONTROL / LANDSCAPE ARCHITECTURE FOR VARIOUS PROJECTS, DISTRICT 1, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Project Manager and Arborist. TEG was awarded this contract a second consecutive time as a sub to 2IM Group. Responsibilities included assisting IDOT landscape architects, technicians, and erosion and sediment control specialists on various roadside construction and maintenance projects throughout District 1. Under negotiated work orders, individual responsibilities included providing review and input on erosion and sediment control and landscape restoration on various contracts during contract development, attending preconstruction meetings and progress meetings for various maintenance and construction projects, field inspecting and preparing work orders,

STEPHEN VANDEVEER

Certified Arborist
Arborist



EDUCATION

Eastern Illinois University
Charleston, IL
Bachelor of Fine Arts

PROFESSIONAL REGISTRATIONS

ISA Certified Arborist IL-9190A
ISA TRAQ Certified,
Tree Risk Assessment Qualified
IDOT Erosion and Sediment Control
Certified Inspector
OSHA 30 Hour Construction
Certified

PROFESSIONAL ASSOCIATIONS

IRTBA Landscape and Erosion and
Sediment Control Subcommittee
Member

SELECTED CONTINUING EDUCATION

IDOT QC/QA Program
Documentation of Contract
Quantities
(#18-13329 exp. 02-01-2022)
IAA Winter Tree ID Advanced
Training
IAA Summer Tree ID Advanced
Training
APWA Tree Maintenance & Urban
Forestry Advanced Training

inspecting plant materials, and producing construction documentation. Tree risk assessment, selective acreage clearing, Phase III project reviewing for landscape items, selective clearing, tree pruning, and specialized clearing were some of the services provided on this contract.

PHASE II, KIRK ROAD AND FABYAN PARKWAY INTERSECTION RECONSTRUCTION, BATAVIA, ILLINOIS, KANE COUNTY DIVISION OF TRANSPORTATION – Arborist and Landscape Design. Following the successful completion of the Phase I portion of this project, the client selected TEG again to perform the Phase II portion. My role as certified arborist was to provide both stem by stem, and transect tree survey data for this corridor. Additionally, I assisted the design team by producing landscape design for canopy trees, understory trees, and vegetation around detention basins.

PHASE I, VARIOUS MAINTENANCE CONSTRUCTION ENGINEERING / EROSION AND SEDIMENT CONTROL / LANDSCAPE ARCHITECTURE FOR VARIOUS PROJECTS, DISTRICT 1, ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Project Manager and Arborist. Responsibilities included assisting IDOT landscape architects, technicians, and erosion and sediment control specialists on various roadside construction and maintenance projects throughout District 1. Under negotiated work orders, individual responsibilities included providing review and input on erosion and sediment control and landscape restoration on various contracts during contract development, attending preconstruction meetings and progress meetings for various maintenance and construction projects, field inspecting and preparing work orders, inspecting plant materials, and producing construction documentation. Tree risk assessment, selective acreage clearing, native and invasive prairie species mapping, selective clearing, tree pruning, and GPS surveying were some of the services provided on this contract.

PHASE I, LONGMEADOW PARKWAY TREE SURVEY, KANE COUNTY, ILLINOIS, KANE COUNTY DIVISION OF TRANSPORTATION – Arborist. This project included identifying, tagging, and assessing the health of all trees through the proposed 6 mile corridor, including areas of Kane County Forest Preserve and along the Fox River. This corridor contained approximately 5,000 trees to be surveyed. Additional duties included a follow up GPS survey to pick up the station and offset of landscaped trees.

PHASE III, GREAT WESTERN BRIDGES AND BIKE PATH, LOMBARD ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION – Field Technician. This \$4.5M project included the construction of three new pedestrian bridges and a bike path along the Great Western Trail in the Village of Lombard. The three bridges were rated for an H-20 loading. The bridges' superstructure consisted of 100' spans of 48" PPC I-Beams and 72" PPC Bulb T-Beams with an 8" reinforced concrete deck. Substructures varied from MSE wall, H-Piling, aggregate column ground stabilization, reinforced concrete abutments and wing walls, sheet piling with tieback, and geosynthetic reinforced soil abutments. The project also included architectural features such as concrete form liners, 3-part staining, colored concrete, and architectural trail lighting. Approximately 2,000' of asphalt and aggregate trail was constructed for the bridges, which was placed upon embankments built with furnished excavation and borrow excavation. Borrow excavation was obtained from locations within the Village to help expand storm water detention volumes. Horizontal layout verification was performed frequently with GPS survey equipment, and earthwork measurements were taken with a total station.

PHASE I, 75TH STREET & WASHINGTON AVENUE, NAPERVILLE, ILLINOIS, CITY OF NAPERVILLE – Lead Technician. This project was performed as a consultant. Individual responsibilities included inspection, documentation, and field layout. This \$25M federally funded improvement consisted of the widening and reconstruction of both Washington Street and 75th Street, and the complete replacement of the existing 75th Street bridge over the DuPage River with a 3-span W 24 x 104 steel girder structure, 155'-7 1/2" long. Pedestrian traffic was addressed during this project with the construction of a precast pedestrian tunnel crossing under Washington Street, an extension of the bituminous DuPage River Trail, and installation of new traffic and push-button pedestrian signals, and ADA compliant PCC sidewalks at the intersection of 75th and Washington. A vast landscape plan included planted and cobblestone medians, native seed mix plantings near the river, slope plantings and stabilization, and planting of numerous trees, shrubs, and perennials.

PHASE II & III, SHOREWOOD CROSSROADS PLAZA, SHOREWOOD, ILLINOIS, CROSSROADS MANAGEMENT, LLC – CM Project Manager and Arborist. TEG provided Phase II engineering services for a private developer for this site improvement located in western Will County. My role as a certified arborist was to provide tree survey data for our design team, and to provide landscape design to our client. Following the successful completion of the Phase II portion of this project, the client selected TEG again to perform the Phase III portion. My role as CM Project Manager was to oversee construction and coordinate with the client, various site contractors, building contractors, Village of Shorewood, and tenants of affected businesses. Phase III scope included significant earth excavation, retaining wall construction, drainage improvements, underground detention system, utility connections, and parking lot and pedestrian facility improvements. The new site layout accommodated additions to one existing building including adding a drive-thru, and one new building.

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Project References

RETURN WITH PROPOSAL

REFERENCES

1. Project Location: Village of Burr Ridge Project Owner: Village of Burr Ridge
Project Description: 2019 Annual Water Main Project
Owner's Representative: Mr. David Preissig, P.E. Phone: 630.654.8181
Director of Public Works/Village Engineer
Awarded Contract Cost \$ 1,030,000 Final Project Cost \$ 1,050,000
2. Project Location: Village of Lombard Project Owner: Village of Lombard
Project Description: Roosevelt Road Water Main Rehabilitation (Lining) Project
Owner's Representative: Mr. Carl S. Goldsmith Phone: 630.620.5740
Director of Public Works
Awarded Contract Cost \$ 10 million Final Project Cost \$ 10 million
3. Project Location: City of Warrenville Project Owner: City of Warrenville
Project Description: Warrenville Road Reconstruction Project
Owner's Representative: Phil Kuchler Phone: 630.836.3033
Deputy Public Works Director
Awarded Contract Cost \$ 1,058,000 Final Project Cost \$ 1,022,000
4. Project Location: City of West Chicago Project Owner: City of West Chicago
Project Description: Forest Avenue Resurfacing Project
Owner's Representative: Mr. Robert Flatter, P.E. Phone: 630.293.2255
Director of Public Works/City Engineer
Awarded Contract Cost \$ 582,000 Final Project Cost \$ 590,000
5. Project Location: Village of Westmont Project Owner: Village of Westmont
Project Description: CBD Alley E Reconstruction Project
Owner's Representative: Noriel Noriega, P.E., CPESC Phone: 630.981.6295
Assistant Director of Public Works - Village Engineer
Awarded Contract Cost \$ 800,000 Final Project Cost \$ 800,000



Project Proposal Form

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

As used in this certificate the term "subcontract" includes the term "purchase order" and all other agreements effectuating purchase of supplies or services. If this certificate is submitted as part of a bid or proposal the term "Seller" shall be deemed to refer to the Bidder or Offeror, or Subcontractor or Supplier. This certificate shall be renewed annually. Notwithstanding the foregoing, the certifications made herein shall remain applicable until completion of all nonexempt contracts/subcontracts awarded while this certificate is in effect. The undersigned Seller certifies the following to the Village of RIVER FOREST hereinafter referred to as Buyer:

- A. **REPORTS**: Within thirty (30) days after Buyer's award to Seller of any contract/subcontract and prior to each March 31 thereafter during the performance of work under said subcontract, the Seller shall file Standard Form 100, entitled "Equal Employment Opportunity Employer Information Report EEO-1" in accordance with instructions contained therein unless Seller has either filed such report within 12 months preceding the date of the award or is not otherwise required by law or regulation to file such report.
- B. **PRIOR REPORTS**: Seller, if it has participated in previous contract or subcontract subject to the Equal Opportunity Clause (41 C.F.R. Sec. 60-1.4 (a) (1) through (7), or the clause originally contained in Section 301 of Executive Order No. 10925, or the clause contained in section 201 of Executive Order No. 11114, has filed all required compliance reports. Seller shall obtain similar representations indicating submission of all required compliance reports, signed by proposed subcontractors, prior to awarding subcontracts not exempt from Equal Opportunity Clause.
- C. **CERTIFICATION OF NON SEGREGATED FACILITIES**: Seller certifies that it does not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control where segregated facilities are maintained. Proposer certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments and that it will not permit its employees to perform their services at any location, under its control where segregated facilities are maintained. Seller agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this certificate. As used in this certification, the term "segregated facilities" means any waiting rooms, work area, rest rooms, wash rooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom or otherwise.

RETURN WITH PROPOSAL

C. CERTIFICATION OF NONSEGREGATED FACILITIES: (Cont'd.)

Proposer further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that it will retain such certifications in its files; and that it will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods): NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATIONS OF NONSEGREGATED FACILITIES. A certification on Nonsegregated Facilities, as required by Section 60-1.8 of Title 41 of the Code of Federal Regulations, must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity Clause. (Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001).

D. AFFIRMATIVE ACTION COMPLIANCE PROGRAM: Prior to 120 days after receipt of any subcontract in the amount of \$50,000 or more from Buyer, if it has 50 or more employees and it is not otherwise exempt under 41 C.F.R. Part 60-1, shall have developed for each of his establishments a written affirmative action compliance program as called for in 41 C.F.R. Sec. 60-1.40. Seller will also require its lower-tier subcontractors who have 50 or more employees and receive a subcontract of \$50,000 or more and who are not otherwise exempt under 41 C.F.R. Part 60-1 to establish written affirmative action compliance programs in accordance with 41 C.F.R. Sec. 60-1.40.

E. Seller certifies that it is not currently in receipt of any outstanding letters of deficiencies, show cause, probable cause, or other such notification of noncompliance with EEO regulations.

Executed this 25th day of February 2020 by:

Thomas Engineering Group, LLC

Firm name

By: 

Thomas Gill, President

Title

(Seller)

RETURN WITH PROPOSAL

STATE OF ILLINOIS
DRUG FREE WORKPLACE CERTIFICATION

This certification is required by the Drug Free Workplace Act (30 ILCS 580/1 et seq.). The Drug Free Workplace Act, effective January 1, 1992, requires that no grantee or proposer shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or proposer has certified to the State that the grantee or proposer 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 the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

For the purpose of this certification, "grantee" or "proposer" 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.

The proposer/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 proposer'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 proposer's policy of maintaining a drug free workplace;
- (3) any available drug counseling, rehabilitation, and employee assistance programs; 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.

RETURN WITH PROPOSAL

- (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, any employee who is so convicted, as required by section 5 of the Drug Free Workplace Act.
- (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.

THE UNDERSIGNED AFFIRMS, UNDER PENALTIES OF PERJURY, THAT HE OR SHE IS AUTHORIZED TO EXECUTE THIS CERTIFICATION ON BEHALF OF THE DESIGNATED ORGANIZATION.

Thomas Engineering Group, LLC

Printed Name of Organization



Signature of Authorized Representative

Thomas Gill, President

2/25/2020

Printed Name and Title

Date

2020 City Wide Resurfacing (Section Number 20-00000-01-GM)

Requisition/Contract/Grant ID Number

RETURN WITH PROPOSAL

**CERTIFICATION THAT PROPOSER IS NOT BARRED FROM
PUBLIC CONTRACTING DUE TO BID-RIGGING OR
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid-rigging or bid rotating bars a person or entity from bidding on public contracts (720 ILCS 5/33E-3 and 33E-4), and

WHEREAS, Section 33E-11 of the Criminal Code (720 ILCS 5/33E-11) requires bidders and proposers to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid rotating convictions.

NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned,

Thomas Engineering Group, LLC

(individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted of bid-rigging or bid rotating under paragraphs 33E-3 or 33E-4 of the Illinois Criminal Code. The undersigned also certifies that no officers or employees of the bidder or the proposer have been so convicted and that the bidder or proposer is not the successor company or a new company created by the officers or owners of one so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above public body in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contract term or otherwise prior to the entering into any contract therewith.

DATE: 2/25/2020

By: _____



ATTEST:



(SEAL)



RETURN WITH PROPOSAL

**PROPOSER CERTIFICATION
SEXUAL HARASSMENT POLICY**

Thomas Engineering Group, LLC ("Proposer"), having submitted a proposal to the Village of River Forest, hereby certifies that said Proposer has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).

Signed by:  (Corporate Seal)

Title: Thomas Gill, President

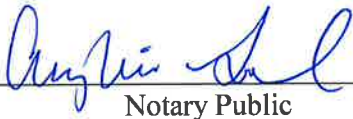
Name & Address Thomas Engineering Group, LLC

of Proposer 238 South Kenilworth Avenue, Suite 100

or Vendor Oak Park, IL, 60302

Subscribed and sworn to before me

this 25th day of February, 2018/20


Notary Public

ANGELICA GAL
Official Seal
Notary Public - State of Illinois
My Commission Expires Apr 4, 2020

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J

Not-to-Exceed Fee Proposal



Construction Engineering Estimate of Fee
2019 Water Main Improvement
Not-To-Exceed Cost (hourly with DLM)



Pre-Con	
	Construction
	Punch List & Close Out

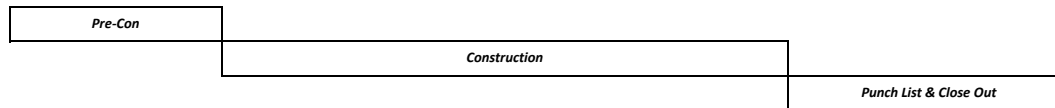
Rate		Hours per week											Total Hours Total Direct Labor Labor * 2.6 Multiplier			
		15-Apr	22-Apr	29-Apr	6-May	13-May	20-May	27-May	3-Jun	10-Jun	17-Jun	24-Jun				1-Jul
Project Principal	\$ 70.00		2			2			2			2		8	\$ 560.00	\$ 1,456.00
Project Manager	\$ 56.00		4	8	2	2	2	2	2	2	2	2	2	30	\$ 1,680.00	\$ 4,368.00
Resident Engineer	\$ 33.30		8	8	20	40	40	40	40	20	8	8	8	240	\$ 7,992.00	\$ 20,779.20
Arborist	\$ 39.30													0	\$ -	\$ -
Surveyor	\$ 56.10								4					4	\$ 224.40	\$ 583.44
CADD Technician	\$ 44.10								4					4	\$ 176.40	\$ 458.64
														286	\$ 10,456.40	\$ 27,186.64
														QA Material Testing	Vehicles NO CHARGE	Total Cost
														\$ -	\$ -	\$ 27,186.64

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is : \$ 27,186.64



**Construction Engineering Estimate of Fee
2020 Water Main Improvement
Not-To-Exceed Cost (hourly with DLM)**



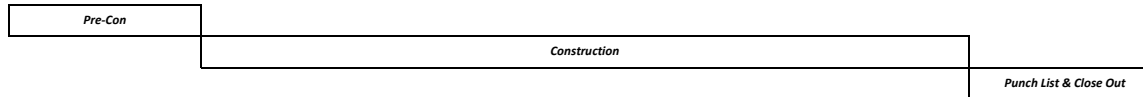
Rate		Hours per week														Total Hours			Total Direct Labor			Labor * 2.6 Multiplier		
		1-Jun	8-Jun	15-Jun	22-Jun	29-Jun	6-Jul	13-Jul	20-Jul	27-Jul	3-Aug	10-Aug	17-Aug	24-Aug	31-Aug									
Project Principal	\$ 70.00		2			2					2				2		8	\$ 560.00	\$ 1,456.00					
Project Manager	\$ 56.00		4	8	2	2	2	2	2	2	2	2	2	2	2		34	\$ 1,904.00	\$ 4,950.40					
Resident Engineer	\$ 33.30		8	8	40	40	40	40	40	40	40	8	8	8	8		328	\$ 10,922.40	\$ 28,398.24					
Arborist	\$ 39.30				2												2	\$ 78.60	\$ 204.36					
Surveyor	\$ 56.10										4						4	\$ 224.40	\$ 583.44					
CADD Technician	\$ 44.10										4						4	\$ 176.40	\$ 458.64					
																	380	\$ 13,689.40	\$ 35,592.44					
																	QA Material Testing	Vehicles NO CHARGE	Total Cost					
																	\$ -	\$ -	\$ 35,592.44					

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is :	\$ 35,592.44
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Construction Engineering Estimate of Fee
2020 Street Improvement Project
Not-To-Exceed Cost (hourly with DLM)



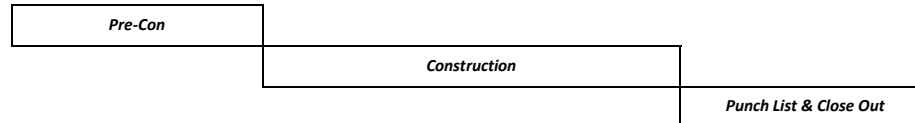
Rate		Hours per week																		Total Hours Total Direct Labor Labor * 2.6 Multiplier		
		1-Jul	8-Jul	15-Jul	22-Jul	29-Jul	5-Aug	12-Aug	19-Aug	26-Aug	2-Sep	9-Sep	16-Sep	23-Sep	30-Sep	7-Oct	14-Oct	21-Oct	28-Oct			
Project Principal Project Manager Resident Engineer Arborist Surveyor CADD Technician	\$ 70.00		2			2			2			2			2				2	12	\$ 840.00	\$ 2,184.00
	\$ 56.00		4	8	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	42	\$ 2,352.00	\$ 6,115.20
	\$ 33.46		8	8	40	40	40	40	40	40	40	40	40	40	40	40	8	8	8	520	\$ 17,399.20	\$ 45,237.92
	\$ 39.30				2															2	\$ 78.60	\$ 204.36
	\$ 56.10															4				4	\$ 224.40	\$ 583.44
	\$ 44.10															4				4	\$ 176.40	\$ 458.64
																				584	\$ 20,894.20	\$ 54,324.92
																				QA Material Testing	Vehicles NO CHARGE	Total Cost
																				\$ -	\$ -	\$ 54,324.92

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is : \$ 54,324.92



Construction Engineering Estimate of Fee
2020 Alley Reconstruction
Not-To-Exceed Cost (hourly with DLM)



Rate		Hours per week										Total Hours Total Direct Labor Labor * 2.6 Multiplier			
		1-Sep	8-Sep	15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	27-Oct	3-Nov				10-Nov
Project Principal	\$ 70.00		1			1			1			1	4	\$ 280.00	\$ 728.00
Project Manager	\$ 56.00		4	8	2	2	2	2	2	2	2	2	28	\$ 1,568.00	\$ 4,076.80
Resident Engineer	\$ 33.46		8	8	40	40	40	40	40	8	8	8	240	\$ 8,030.40	\$ 20,879.04
Arborist	\$ 39.30												0	\$ -	\$ -
Surveyor	\$ 56.10												0	\$ -	\$ -
CADD Technician	\$ 44.10												0	\$ -	\$ -
													272	\$ 9,878.40	\$ 25,683.84
													QA Material Testing	Vehicles NO CHARGE	Total Cost
													\$ -	\$ -	\$ 25,683.84

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is : \$ 25,683.84



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Approval of a Pipeline Crossing Agreement – Union Pacific Railroad

Issue: Staff is seeking approval of a Pipeline Agreement with the Union Pacific Railroad (UPRR) for the 2019 Water Main Improvement Project.

Analysis: In 2019, Village staff began designing the budgeted water main improvement project. Once design was completed, permits submittals were made to the Illinois Environmental Protection Agency (IEPA), Metropolitan Water Reclamation District (MWRD), Illinois Department of Transportation (IDOT) and the UPRR. All other permits were acquired, however, delays in the UPRR permit approval caused the project to be delayed until 2020.

The project consists of installing a new 8" water main on Keystone Avenue between Lake Street and Hawthorne Avenue and replacement of an existing 8" water main with a 12" water main on Franklin Avenue between Central Avenue and Hawthorne Avenue. This work was identified in the water system modeling that was completed in 2018. Completion of this project will significantly increase the flow of water between the portions of the Village that are divided by the railroad tracks.

After multiple submittals, the UPRR recently found the Village's permit information to be sufficient for approval. The attached agreement outlines the numerous actions required by the UPRR while work is taking place within their right-of-way. Once approved by the Village Board, the (locally) approved agreement will be returned to the UPRR with the required permit fee of \$6,000.00 and the permit should be approved. At that time the Village will then be able to competitively bid this project for construction in FY21.

Recommendation: Staff is recommending a motion to approve a Pipeline Crossing Agreement with the Union Pacific Railroad for the 2019 Water Main Improvement Project.

Attachment: Pipeline Agreement

PIPELINE CROSSING AGREEMENT

Mile Post: 9.62, Geneva Subdivision
Location: River Forest, Cook County, Illinois

THIS AGREEMENT ("Agreement") is made and entered into as of February 12, 2020, ("Effective Date") by and between **UNION PACIFIC RAILROAD COMPANY**, a Delaware corporation, ("Licensor") and **VILLAGE OF RIVER FOREST**, to be addressed at 400 Park Avenue, River Forest, Illinois 60305 ("Licensee").

IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

Article 1. LICENSOR GRANTS RIGHT.

A. In consideration of the license fee to be paid by Licensee set forth below and in further consideration of the covenants and agreements to be performed by Licensee, Licensor hereby grants to Licensee the right to construct and thereafter, during the term hereof, maintain and operate one (1) underground eight inch Ductile Iron Pipe water pipeline crossing and One (1) Underground Twelve Inch Ductile Iron Pipe Water Pipeline Crossing only, including any appurtenances required for the operation of said pipeline (collectively, "Licensee's Facilities") across Licensor's real property, trackage, or other facilities located in River Forest, Cook County, State of Illinois ("Railroad Property"). The specific specifications and limited purpose for Licensee's Facilities on, along, across and under Railroad Property are described in and shown on the Print and Specifications dated January 29, 2020, attached hereto as **Exhibit A-1 and Exhibit A-2** and made a part hereof.

B. Licensee represents and warrants that Licensee's Facilities will (i) only be used for one (1) underground eight inch Ductile Iron Pipe water pipeline crossing and One (1) Underground Twelve Inch Ductile Iron Pipe Water Pipeline Crossing, and (ii) not be used to convey any other substance, any fiber optic cable, or for any other use, whether such use is currently technologically possible, or whether such use may come into existence during the life of this Agreement.

C. Licensee acknowledges that if it or its contractor provides Licensor with digital imagery depicting Licensee's Facilities ("Digital Imagery"), Licensee authorizes Licensor to use the Digital Imagery in preparing **Exhibit A**. Licensee represents and warrants that through a license or otherwise, it has the right to use the Digital Imagery and to permit Licensor to use the Digital Imagery in said manner.

Article 2. ADMINISTRATIVE HANDLING CHARGE.

Upon execution and delivery of this Agreement, the Licensee shall pay to the Licensor an Administrative Handling Charge of **Six Thousand DOLLARS (\$6,000.00)** for clerical, administrative and handling expense in connection with processing this Agreement.

Article 3. TERM.

This Agreement shall take effect as of the Effective Date first herein written and shall continue in full force and effect until terminated as provided in the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of **Exhibit B**.

Article 4. LICENSEE'S COMPLIANCE WITH GENERAL TERMS.

Licensee represents and warrants that all work on Licensee's Facilities performed by Licensee or its contractors will strictly comply with all terms and conditions set forth herein, including the General Terms and Conditions, attached hereto as **Exhibit B** and made a part hereof.

Article 5. INSURANCE.

A. During the term of this Agreement, Licensee shall fully comply or cause its contractor(s) to fully comply with the insurance requirements described in **Exhibit C**, attached hereto and made a part hereof. Upon request only, Licensee shall send copies of all insurance documentation (e.g., certificates, endorsements, etc.) to Licenser at the address listed in the "NOTICES" Section of this Agreement.

B. If Licensee is subject to statute(s) limiting its insurance liability and/or limiting its ability to obtain insurance in compliance with **Exhibit C** of this Agreement, those statutes shall apply.

Article 6. DEFINITION OF LICENSEE.

For purposes of this Agreement, all references in this Agreement to Licensee will include Licensee's contractors, subcontractors, officers, agents and employees, and others acting under its or their authority (collectively, a "Contractor"). If a Contractor is hired by Licensee to perform any work on Licensee's Facilities (including initial construction and subsequent relocation, maintenance, and/or repair work), then Licensee shall provide a copy of this Agreement to its Contractor(s) and require its Contractor(s) to comply with all terms and conditions of this Agreement, including the indemnification requirements set forth in the "INDEMNITY" Section of **Exhibit B**. Licensee shall require any Contractor to release, defend, and indemnify Licenser to the same extent and under the same terms and conditions as Licensee is required to release, defend, and indemnify Licenser herein.

Article 7. ATTORNEYS' FEES, EXPENSES, AND COSTS.

If litigation or other court action or similar adjudicatory proceeding is undertaken by Licensee or Licenser to enforce its rights under this Agreement, all fees, costs, and expenses, including, without limitation, reasonable attorneys' fees and court costs, of the prevailing Party in such action, suit, or proceeding shall be reimbursed or paid by the Party against whose interest the judgment or decision is rendered. The provisions of this Article shall survive the termination of this Agreement.

Article 8. WAIVER OF BREACH.

The waiver by Licenser of the breach of any condition, covenant or agreement herein contained to be kept, observed and performed by Licensee shall in no way impair the right of Licenser to avail itself of any remedy for any subsequent breach thereof.

Article 9. ASSIGNMENT.

A. Licensee shall not assign this Agreement, in whole or in part, or any rights herein granted, without the written consent of Licenser, which must be requested in writing by Licensee. Any assignment or attempted transfer of this Agreement or any of the rights herein granted, whether voluntary, by operation of law, or otherwise, without Licenser's written consent, will be absolutely void and may result in Licenser's termination of this Agreement pursuant to the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of **Exhibit B**.

B. Upon Licensor's written consent to any assignment, this Agreement will be binding upon and inure to the benefit of the parties thereto, successors, heirs, and assigns, executors, and administrators.

Article 10. SEVERABILITY.

Any provision of this Agreement which is determined by a court of competent jurisdiction to be invalid or unenforceable shall be invalid or unenforceable only to the extent of such determination, which shall not invalidate or otherwise render ineffective any other provision of this Agreement.

Article 11. NOTICES.

Except Licensee's commencement of work notice(s) required under **Exhibit B**, all other notices required by this Agreement must be in writing, and (i) personally served upon the business address listed below ("Notice Address"), (ii) sent overnight via express delivery by a nationally recognized overnight delivery service such as Federal Express Corporation or United Parcel Service to the Notice Address, or (iii) by certified mail, return receipt requested to the Notice Address. Overnight express delivery notices will be deemed to be given upon receipt. Certified mail notices will be deemed to be given three (3) days after deposit with the United States Postal Service.

If to Licensor: Union Pacific Railroad Company
Attn: Analyst – Real Estate Utilities (Folder No. 03184-99)
1400 Douglas Street, MS 1690
Omaha, Nebraska 68179

If to Licensee: VILLAGE OF RIVER FOREST
400 Park Avenue
River Forest, Illinois, 60305

Article 12. SPECIAL PROVISION – CONSTRUCTION OBSERVATION.

Licensor requires Licensee to provide monitoring of tracks and construction observation through Licensor approved observer named below during all construction and installation work. Licensee is to directly coordinate services with the named inspector:

Railpros Field Services
Email: RP.Utility@railpros.com
Phone (682)223-5271

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first herein written.

UNION PACIFIC RAILROAD COMPANY

VILLAGE OF RIVER FOREST

By: _____

By: _____

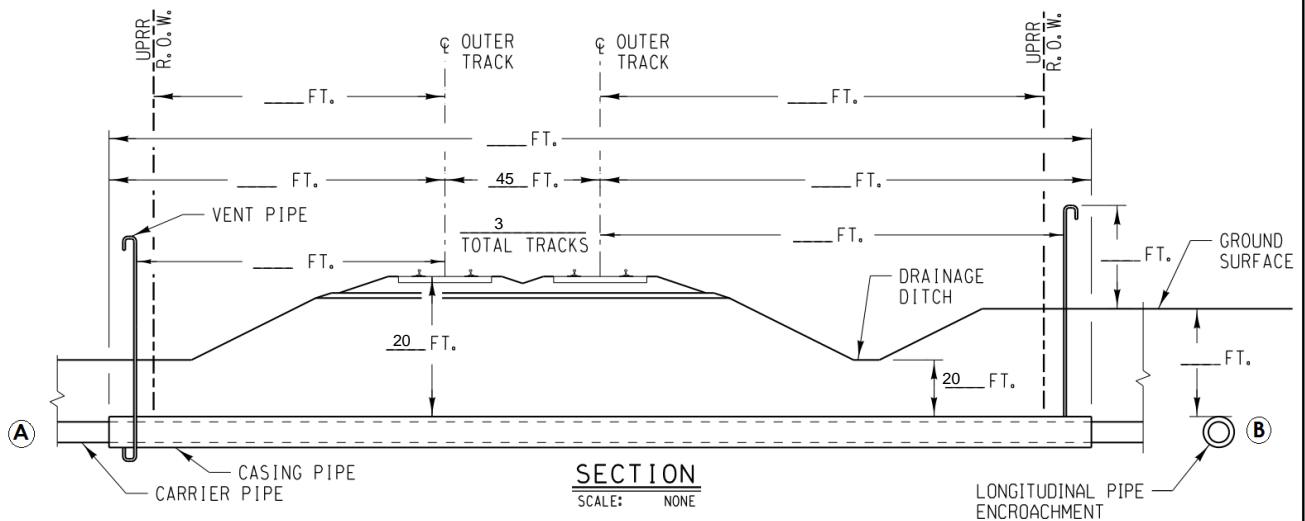
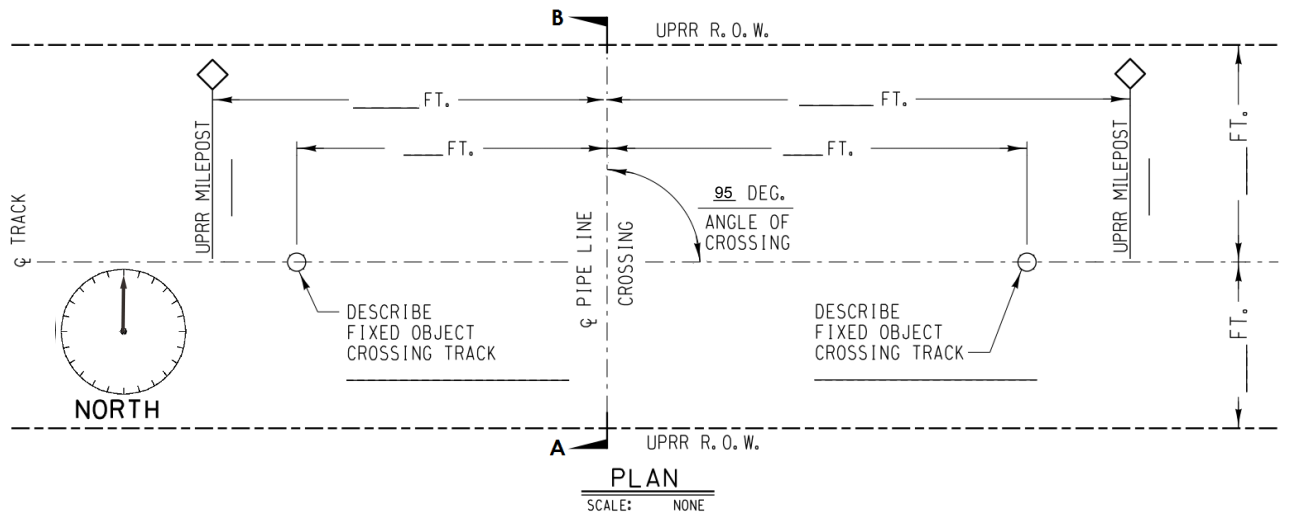
Casey Moore
Union Pacific Railroad
Real Estate - Utilities

Name Printed: _____

Title: _____

NON-FLAMMABLE LIQUID PIPELINE

☒ CROSSING
☐ ENCROACHMENT
☐ BOTH



NOTES:

- 1) ALL DIMENSIONS MEASURED PERPENDICULAR TO THE CENTERLINE OF TRACK
- 2) REFER TO AREMA VOLUME 1, CHAPTER 1, PART 5, SECTION 5.1

- A) METHOD OF INSTALLATION OPEN TRENCH
- B) DIST. FROM CENTERLINE OF TRACK TO PIPE ENCROACHMENT _____
- C) SIGNS PROVIDED? SIGNS WILL NOT BE PROVIDED
- D) CARRIER MATERIAL _____. IF RCP, CLASS V? NA.
COMMODITY TO BE CONVEYED POTABLE WATER.
OPERATIONAL PRESSURE 75 PSI. MAOP 75 PSI.
WALL THICKNESS (INCH)/ SCHEDULE 0.33. DIAMETER 8 IN.
CATHODIC/COATING PROTECTION YES
- E) CASING MATERIAL NA. IF RCP, CLASS V? NA.
TOTAL LENGTH CASING PIPE: NA FT.
WALL THICKNESS NA IN. DIAMETER NA IN.
CATHODIC/COATING PROTECTION NA
CASING PIPE IS NA AT THE ENDS.
- F) DISTANCE FROM CENTERLINE OF TRACK TO NEAR FACE OF BORING AND JACKING PITS WHEN MEASURED AT RIGHT ANGLES _____ AND _____.



BUILDING AMERICA®

EXHIBIT "A"

SUBDIVISION:

TRACK TYPE: MAINLINE TRACK

M.P.:

LAT.: 41.886885

E.S.M.:

LONG.: -87.823391

NEAREST CITY:

COUNTY:

STATE:

RIVER FOREST

COOK

IL

APPLICANT: VILLAGE OF RIVER FOREST

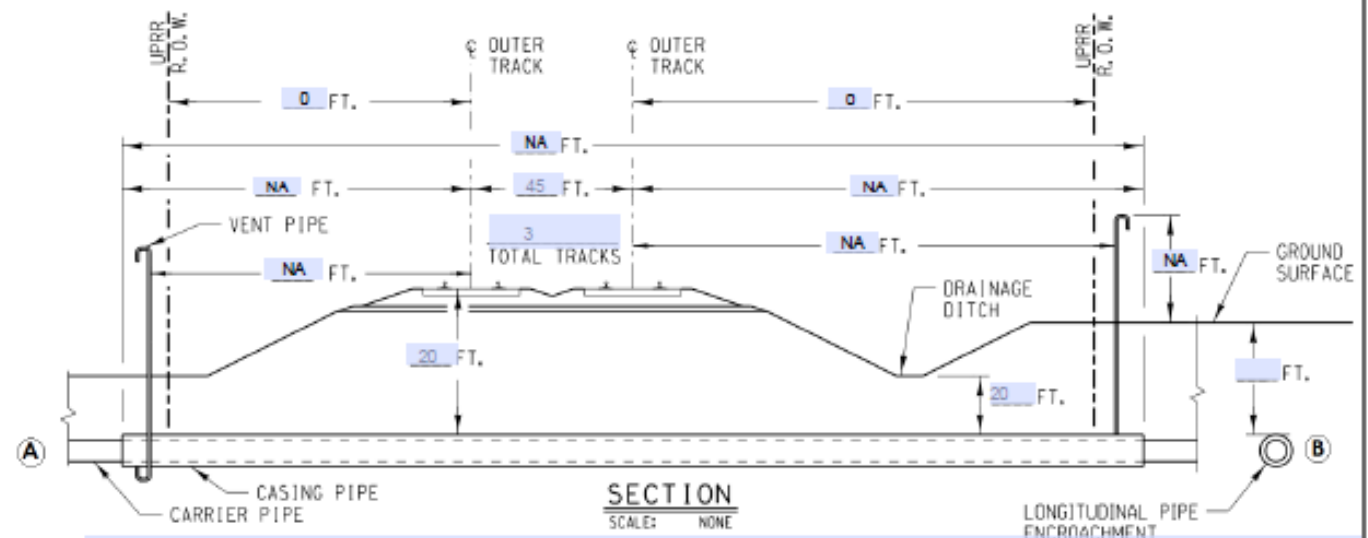
FILE NO.:

0318499

DATE:

3/11/2020

☒ CROSSING
☐ ENCROACHMENT
☐ BOTH



1) ALL DIMENSIONS MEASURED PERPENDICULAR TO THE CENTERLINE OF TRACK
2) REFER TO AREMA VOLUME 1, CHAPTER 1, PART 5, SECTION 5.1

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BUILDING AMERICA®

EXHIBIT "A"-2

SUBDIVISION: Geneva Sub.

TRACK TYPE: **MAINLINE**

M.P.: 9.62

LAT.: 41.886816

E.S.M.: 512+72

LONG.: -87.817800

NEAREST CITY:

COUNTY:

STATE:

RIVER FOREST

COOK

APPLICANT: VILLAGE OF RIVER FOREST

FILE NO.:

0318499

DATE: 3/11/2020

EXHIBIT B

GENERAL TERMS AND CONDITIONS

Section 1. LIMITATION AND SUBORDINATION OF RIGHTS GRANTED.

A. The foregoing grant is subject and subordinate to the prior and continuing right and obligation of Licensor to use and maintain its entire property including the right and power of Licensor to construct, maintain, repair, renew, use, operate, change, modify or relocate railroad tracks, signal, communication, fiber optics, or other wirelines, pipelines and other facilities upon, along or across any or all parts of its property, all or any of which may be freely done at any time or times by Licensor without liability to Licensee or to any other party for compensation or damages.

B. The foregoing grant is also subject to all outstanding superior rights (including those in favor of licensees and lessees of Railroad Property) and the right of Licensor to renew and extend the same, and is made without covenant of title or for quiet enjoyment. It shall be Licensee's sole obligation to obtain such additional permission, license and grants necessary on account of any such existing rights.

Section 2. ENGINEERING REQUIREMENTS; PERMITS.

A. Licensee's Facilities will be designed, constructed, operated, maintained, repaired, renewed, modified, reconstructed, removed, or abandoned in place on Railroad Property by Licensee or its contractor to Licensor's satisfaction and in strict conformity with: (i) Licensor's current engineering standards and specifications, including those for shoring and cribbing to protect Licensor's railroad operations and facilities ("UP Specifications"), except for variances approved in advance in writing by Licensor's Assistant Vice President Engineering – Design or its authorized representative ("UP Engineering Representative"); (ii) such other additional safety standards as Licensor, in its sole discretion, elects to require, including, without limitation, American Railway Engineering and Maintenance-of-Way Association ("AREMA") standards and guidelines (collectively, "UP Additional Requirements"); and (iii) all applicable laws, rules, and regulations, including any applicable Federal Railroad Administration and Federal Energy Regulatory Commission regulations and enactments (collectively, "Laws"). If there is any conflict between UP Specifications, UP Additional Requirements, and Laws, the most restrictive will apply.

B. Licensee shall keep the soil over Licensee's Facilities thoroughly compacted, and maintain the grade over and around Licensee's Facilities even with the surface of the adjacent ground.

C. If needed, Licensee shall secure, at Licensee's sole cost and expense, any and all necessary permits required to perform any work on Licensee's Facilities.

Section 3. NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES.

A. Licensee and its contractors are strictly prohibited from commencing any work associated with Licensee's Facilities without Licensor's written approval that the work will be in strict compliance with the "ENGINEERING REQUIREMENTS; PERMITS" Section of this **Exhibit B**. Upon Licensor's approval, Licensee shall contact both of Licensor's field representatives ("Licensor's Field Representatives") at least ten (10) days before commencement of any work on Licensee's Facilities.

B. Licensee shall not commence any work until: (1) Licensor has determined whether flagging or other special protective or safety measures ("Safety Measures") are required for performance of the work pursuant to the "FLAGGING" Section of this **Exhibit B** and provided Licensee written authorization to commence work; and (2) Licensee has complied with the "PROTECTION OF FIBER OPTIC CABLE SYSTEMS" Section of this **Exhibit B**.

C. If, at any time, an emergency arises involving Licensee's Facilities, Licensee or its contractor shall immediately contact Licensor's Response Management Communications Center at (888) 877-7267.

Section 4. FLAGGING.

A. Following Licensee's notice to Licensor's Field Representatives required under the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit B**, Licensor shall inform Licensee if Safety Measures are required for performance of the work by Licensee or its contractor on Railroad Property. If Safety Measures are required, no work of any kind may be performed by Licensee or its contractor(s) until arrangements for the Safety Measures have been made and scheduled. If no Safety Measures are required, Licensor will give Licensee written authorization to commence work.

B. If any Safety Measures are performed or provided by Licensor, including but not limited to flagging, Licensor shall bill Licensee for such expenses incurred by Licensor, unless Licensor and a federal, state, or local governmental entity have agreed that Licensor is to bill such expenses to the federal, state, or local governmental entity. Additional information regarding the submission of such expenses by Licensor and payment thereof by Licensee can be found in the "LICENSEE'S PAYMENT OF EXPENSES" Section of this **Exhibit B**. If Licensor performs any Safety Measures, Licensee agrees that Licensee is not relieved of any of responsibilities or liabilities set forth in this Agreement.

C. For flagging, the rate of pay per hour for each flagger will be the prevailing hourly rate in effect for an eight-hour day for the class of flagmen used during regularly assigned hours and overtime in accordance with Labor Agreements and Schedules in effect at the time the work is performed. In addition to the cost of such labor, a composite charge for vacation, holiday, health and welfare, supplemental sickness, Railroad Retirement and unemployment compensation, supplemental pension, Employees Liability and Property Damage, and Administration will be included, computed on actual payroll. The composite charge will be the prevailing composite charge in effect at the time the work is performed. One and one-half times the current hourly rate is paid for overtime, Saturdays and Sundays, and two and one-half times current hourly rate for holidays. Wage rates are subject to change, at any time, by law or by agreement between Licensor and its employees, and may be retroactive as a result of negotiations or a ruling of an authorized governmental agency. Additional charges on labor are also subject to change. If the wage rate or additional charges are changed, Licensee (or the governmental entity, as applicable) shall pay on the basis of the new rates and charges.

D. Reimbursement to Licensor will be required covering the full eight-hour day during which any flagger is furnished, unless the flagger can be assigned to other railroad work during a portion of such day, in which event reimbursement will not be required for the portion of the day during which the flagger is engaged in other railroad work. Reimbursement will also be required for any day not actually worked by the flaggers following the flaggers' assignment to work on the project for which Licensor is required to pay the flaggers and which could not reasonably be avoided by Licensor by assignment of such flaggers to other work, even though Licensee may not be working during such time. When it becomes necessary for Licensor to bulletin and assign an employee to a flagging position in

compliance with union collective bargaining agreements, Licensee must provide Licensor a minimum of five (5) days notice prior to the cessation of the need for a flagger. If five (5) days notice of cessation is not given, Licensee will still be required to pay flagging charges for the days the flagger was scheduled, even though flagging is no longer required for that period. An additional ten (10) days notice must then be given to Licensor if flagging services are needed again after such five day cessation notice has been given to Licensor.

Section 5. SAFETY.

A. Safety of personnel, property, rail operations and the public is of paramount importance in the prosecution of any work on Railroad Property performed by Licensee or its contractor, and takes precedence over any work on Licensee's Facilities to be performed Licensee or its contractors. Licensee shall be responsible for initiating, maintaining and supervising all safety operations and programs in connection with any work on Licensee's Facilities. Licensee and its contractor shall, at a minimum comply, with Licensor's then current safety standards located at the below web address ("Licensor's Safety Standards") to ensure uniformity with the safety standards followed by Licensor's own forces. As a part of Licensee's safety responsibilities, Licensee shall notify Licensor if it determines that any of Licensor's Safety Standards are contrary to good safety practices. Licensee and its contractor shall furnish copies of Licensor's Safety Standards to each of its employees before they enter Railroad Property.

[Union Pacific Current Safety Requirements](#)

B. Licensee shall keep the job site on Railroad Property free from safety and health hazards and ensure that their employees are competent and adequately trained in all safety and health aspects of the work.

C. Licensee represents and warrants that all parts of Licensee's Facilities within and outside of the limits of Railroad Property will not interfere whatsoever with the constant, continuous, and uninterrupted use of the tracks, property, and facilities of Licensor, and nothing shall be done or suffered to be done by Licensee at any time that would in any manner impair the safety thereof.

D. Licensor's operations and work performed by Licensor's personnel may cause delays in Licensee's or its contractor's work on Licensee's Facilities. Licensee accepts this risk and agrees that Licensor shall have no liability to Licensee or any other person or entity for any such delays. Licensee must coordinate any work on Railroad Property by Licensee or any third party with Licensor's Field Representatives in strict compliance with the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit**

E. Licensor shall have the right, if it so elects, to provide any support it deems necessary for the safety of Licensor's operations and trackage during Licensee's or its contractor's construction, maintenance, repair, renewal, modification, relocation, reconstruction, or removal of Licensee's Facilities. In the event Licensor provides such support, Licensor shall invoice Licensee, and Licensee shall pay Licensor as set forth in the "LICENSEE'S PAYMENT OF EXPENSES" Section of this **Exhibit B**.

F. Licensee may use unmanned aircraft systems ("UAS") to inspect Licensee's Facilities only upon the prior authorization from and under the direction of Licensor's Field Representatives. Licensee represents and warrants that its use of UAS on Railroad Property will comply with Licensor's then-current Unmanned Aerial Systems Policy and all applicable laws, rules and regulations, including any applicable Federal Aviation Administration regulations and enactments pertaining to UAS.

Section 6. PROTECTION OF FIBER OPTIC CABLE SYSTEMS.

Fiber optic cable systems may be buried on Railroad Property. Protection of the fiber optic cable systems is of extreme importance since any break could disrupt service to users resulting in business interruption and loss of revenue and profits. In addition to the notifications required under the "NOTICE OF COMMENCEMENT OF WORK; EMERGENCIES" Section of this **Exhibit B**, Licensee shall telephone Licensor during normal business hours (7:00 a.m. to 9:00 p.m. Central Time, Monday through Friday, except for holidays) at 1-800-336-9193 (also a 24-hour, 7-day number for emergency calls) to determine if fiber optic cable is buried anywhere on Railroad Property to be used by Licensee. If it is, Licensee shall telephone the telecommunications company(ies) involved, and arrange for a cable locator, make arrangements for relocation or other protection of the fiber optic cable, all at Licensee's expense, and will not commence any work on Railroad Property until all such protection or relocation has been completed.

Section 7. LICENSEE'S PAYMENT OF EXPENSES.

A. Licensee shall bear the entire cost and expense of the design, construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities.

B. Licensee shall fully pay for all materials joined, affixed to and labor performed on Railroad Property in connection with the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, and shall not permit or suffer any mechanic's or materialman's lien of any kind or nature to be enforced against the property for any work done or materials furnished thereon at the instance or request or on behalf of Licensee. Licensee shall promptly pay or discharge all taxes, charges, and assessments levied upon, in respect to, or on account of Licensee's Facilities, to prevent the same from becoming a charge or lien upon any property of Licensor, and so that the taxes, charges, and assessments levied upon or in respect to such property shall not be increased because of the location, construction, or maintenance of Licensee's Facilities or any improvement, appliance, or fixture connected therewith placed upon such property, or on account of Licensee's interest therein. Where such tax, charge, or assessment may not be separately made or assessed to Licensee but shall be included in the assessment of the property of Licensor, then Licensee shall pay to Licensor an equitable proportion of such taxes determined by the value of Licensee's property upon property of Licensor as compared with the entire value of such property.

C. As set forth in the "FLAGGING" Section of this **Exhibit B**, Licensor shall have the right, if it so elects, to provide any Safety Measures Licensor deems necessary for the safety of Licensor's operations and trackage during Licensee's or its contractor's construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, including, but not limited to supervision, inspection, and flagging services. In the event Licensor provides such Safety Measures, Licensor shall submit an itemized invoice to Licensee's notice recipient listed in the "NOTICES" Article of this Agreement. Licensee shall pay to Licensor the total amount listed on such invoice within thirty (30) days of Licensee's receipt of such invoice.

Section 8. MODIFICATIONS TO LICENSEE'S FACILITIES.

A. This grant is subject to Licensor's safe and efficient operation of its railroad, and continued use and improvement of Railroad Property (collectively, "Railroad's Use"). Accordingly, Licensee shall, at its sole cost and expense, modify, reconstruct, repair, renew, revise, relocate, or remove (individually, "Modification", or collectively, "Modifications") all or any portion of Licensee's Facilities as Licensor may designate or identify, in its sole discretion, in the furtherance of Railroad's Use.

B. Upon any Modification of all or any portion of Licensee's Facilities to another location on Railroad Property, Licenser and Licensee shall execute a Supplemental Agreement to this Pipeline Agreement to document the Modification(s) to Licensee's Facilities on Railroad Property. If the Modifications result in Licensee's Facilities moving off of Railroad Property, this Agreement will terminate upon Licensee's completion of such Modification(s) and all requirements contained within the "TERMINATION; REMOVAL OF LICENSEE'S FACILITIES" Section of this **Exhibit B**. Any such Modification(s) off of Railroad Property will not release Licensee from any liability or other obligation of Licensee arising prior to and upon completion of any such Modifications to the Licensee's Facilities.

Section 9. RESTORATION OF RAILROAD PROPERTY.

In the event Licensee, in any manner moves or disturbs any property of Licenser in connection with the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities, then, Licensee shall, as soon as possible and at Licensee's sole cost and expense, restore Licenser's property to the same condition as the same were before such property was moved or disturbed.

Section 10. INDEMNITY.

A. Definitions. As used in this Section:

1. "Licenser" includes Licenser, its affiliates, its and their officers, directors, agents and employees, and other railroad companies using Railroad Property at or near the location of Licensee's installation and their officers, directors, agents, and employees.
2. "Licensee" includes Licensee and its agents, contractors, subcontractors, sub-subcontractors, employees, officers, and directors, or any other person or entity acting on its behalf or under its control.
3. "Loss" includes claims, suits, taxes, loss, damages (including punitive damages, statutory damages, and exemplary damages), costs, charges, assessments, judgments, settlements, liens, demands, actions, causes of action, fines, penalties, interest, and expenses of any nature, including court costs, reasonable attorneys' fees and expenses, investigation costs, and appeal expenses.

B. Licensee shall release, defend, indemnify, and hold harmless Licenser from and against any and all Loss, even if groundless, fraudulent, or false, that directly or indirectly arises out of or is related to Licensee's construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, removal, presence, use, or operation of Licensee's Facilities, including, but not limited to, any actual or alleged:

1. Bodily harm or personal injury (including any emotional injury or disease) to, or the death of, any person(s), including, but not limited to, Licensee, Licenser, any telecommunications company, or the agents, contractors, subcontractors, sub-subcontractors, or employees of the foregoing;
2. Damage to or the disturbance, loss, movement, or destruction of Railroad Property, including loss of use and diminution in value, including, but not limited to, any telecommunications system(s) or fiber optic cable(s) on or near Railroad

Property, any property of Licensee or Licensor, or any property in the care, custody, or control of Licensee or Licensor;

3. Removal of person(s) from Railroad Property;
4. Any delays or interference with track or Railroad's Use caused by Licensee's activity(ies) on Railroad Property, including without limitation the construction, maintenance, modification, reconstruction, repair, renewal, revision, relocation, or removal of Licensee's Facilities or any part thereof, any activities, labor, materials, equipment, or machinery in conjunction therewith ;
5. Right(s) or interest(s) granted pursuant to this Agreement;
6. Contents escaping from Licensee's Facilities, including without limitation any actual or alleged pollution, contamination, breach, or environmental Loss;
7. Licensee's breach of this Agreement or failure to comply with its provisions, including, but not limited to, any violation or breach by Licensee of any representations and warranties Licensee has made in this Agreement; and
8. Violation by Licensee of any law, statute, ordinance, governmental administrative order, rule, or regulation, including without limitation all applicable Federal Railroad Administration regulations.

C. THE FOREGOING OBLIGATIONS SHALL APPLY TO THE FULLEST EXTENT PERMITTED BY LAW FOR THE BENEFIT OF LICENSOR TO LOSSES CAUSED BY, ARISING FROM, RELATING TO, OR RESULTING FROM, IN WHOLE OR IN PART, THE NEGLIGENCE OF LICENSOR, AND SUCH NEGLIGENCE OF LICENSOR SHALL NOT LIMIT, DIMINISH, OR PRECLUDE LICENSEE'S OBLIGATIONS TO LICENSOR IN ANY RESPECT. NOTWITHSTANDING THE FOREGOING, SUCH OBLIGATION TO INDEMNIFY LICENSOR SHALL NOT APPLY TO THE EXTENT THE LOSS IS CAUSED BY THE SOLE, ACTIVE AND DIRECT NEGLIGENCE, GROSS NEGLIGENCE, OR WILLFUL MISCONDUCT OF LICENSOR AS DETERMINED IN A FINAL JUDGMENT BY A COURT OF COMPETENT JURISDICTION.

Section 11. TERMINATION; REMOVAL OF LICENSEE'S FACILITIES.

A. If Licensee does not use the right herein granted on Licensee's Facilities for one (1) year, or if Licensee continues in default in the performance of any provision of this Agreement for a period of thirty (30) days after written notice from Licensor to Licensee specifying such default, Licensor may, at its sole discretion, terminate this Agreement by written notice to Licensee at the address listed in the "NOTICES" Article of this Agreement. This Agreement will not terminate until Licensee complies with Paragraphs "C" and "D" of this Section found below.

B. In addition to the provisions of Paragraph "A" above, this Agreement may be terminated by written notice given by either party, without cause, upon thirty (30) days written notice to the non-terminating party at the address listed in the "NOTICES" Article of this Agreement. This Agreement will not terminate until Licensee complies with Paragraphs "C" and "D" of this Section found below.

C. Prior to the effective date of any termination described in this Section, Licensee shall submit an application to Licensor's online Utility Contracts System at [this link](#) for Licensee's removal, or if applicable, abandonment in place of Licensee's Facilities located on Railroad Property ("Removal/Abandonment

Work"). Upon the UP Engineering Representative's approval of Licensee's application for the Removal/Abandonment Work, Licenser and Licensee shall execute a separate consent document that will govern Licensee's performance of the Removal/Abandonment Work from those portions of Railroad Property not occupied by roadbed and/or trackage ("Consent Document"). Licensee shall then restore the impacted Railroad Property to the same or reasonably similar condition as it was prior to Licensee's installation of Licensee's Facilities. For purposes of this Section, Licensee's (i) performance of the Removal/Abandonment Work, and (ii) restoration work will hereinafter be collectively referred to as the "Restoration Work".

D. Following Licensee's completion of the Restoration Work, Licensee shall provide a written certification letter to Licenser at the address listed in the "NOTICES" Article of this Agreement which certifies that the Restoration Work has been completed in accordance with the Consent Document. Licensee shall report to governmental authorities, as required by law, and notify Licenser immediately if any environmental contamination is discovered during Licensee's performance of the Restoration Work. Upon discovery, the Licensee shall initiate any and all removal, remedial and restoration actions that are necessary to restore the property to its original, uncontaminated condition. Licensee shall provide written certification to Licenser at the address listed in the "NOTICES" Article of this Agreement that environmental contamination has been remediated and the property has been restored in accordance with Licenser's requirements. Upon Licenser's receipt of Licensee's restoration completion certifications, this Agreement will terminate.

E. In the event that Licensee fails to complete any of the Restoration Work, Licenser may, but is not obligated, to perform the Restoration Work. Any such work actually performed by Licenser will be at the cost and expense of Licensee. In the event that Licenser performs any of the Restoration Work, Licensee shall release Licenser from any and all Loss (defined in the "INDEMNITY" Section of this **Exhibit B**) arising out of or related to Licenser's performance of the Restoration Work.

F. Termination of this Agreement for any reason will not affect any of rights or obligations of the parties which may have accrued, or liabilities or Loss (defined in the "INDEMNITY" Section of this **Exhibit B**), accrued or otherwise, which may have arisen prior to such termination.

EXHIBIT C

INSURANCE REQUIREMENTS

In accordance with Article 5 of this Agreement, Licensee shall (1) procure and maintain at its sole cost and expense, or (2) require its Contractor(s) to procure and maintain, at their sole cost and expense, the following insurance coverage:

A. **Commercial General Liability Insurance.** Commercial general liability (CGL) with a limit of not less than \$2,000,000 each occurrence and an aggregate limit of not less than \$4,000,000. CGL insurance must be written on ISO occurrence form CG 00 01 12 04 (or a substitute form providing equivalent coverage).

The policy must also contain the following endorsement, WHICH MUST BE STATED ON THE CERTIFICATE OF INSURANCE:

- Contractual Liability Railroads ISO form CG 24 17 10 01 (or a substitute form providing equivalent coverage) showing "Union Pacific Railroad Company Property" as the Designated Job Site.

B. **Business Automobile Coverage Insurance.** Business auto coverage written on ISO form CA 00 01 10 01 (or a substitute form providing equivalent liability coverage) with a limit of not less \$2,000,000 for each accident, and coverage must include liability arising out of any auto (including owned, hired, and non-owned autos).

The policy must contain the following endorsements, WHICH MUST BE STATED ON THE CERTIFICATE OF INSURANCE:

- "Coverage For Certain Operations In Connection With Railroads" ISO form CA 20 70 10 01 (or a substitute form providing equivalent coverage) showing "Union Pacific Railroad Company Property" as the Designated Job Site.

C. **Workers' Compensation and Employers' Liability Insurance.** Coverage must include but not be limited to:

- Licensee's statutory liability under the workers' compensation laws of the state(s) affected by this Agreement.
- Employers' Liability (Part B) with limits of at least \$500,000 each accident, \$500,000 disease policy limit \$500,000 each employee.

If Licensee is self-insured, evidence of state approval and excess workers' compensation coverage must be provided. Coverage must include liability arising out of the U. S. Longshoremen's and Harbor Workers' Act, the Jones Act, and the Outer Continental Shelf Land Act, if applicable.

D. **Environmental Liability Insurance.** Environmental Legal Liability Insurance (ELL) applicable to bodily injury, property damage, including loss of use of damaged property or of property that has not been physically injured or destroyed, cleanup costs, and defense, including costs and expenses incurred in the investigation, defense, or settlement of claims, or compliance with statute, all in connection with any loss arising from the insured's performance under this Agreement. Except with respect to the limits of insurance, and any rights or duties specifically assigned to the first named insured,

this insurance must apply as if each named insured were the only named insured; and separately to the additional insured against which claim is made or suit is brought. Coverage shall be maintained in an amount of at least \$2,000,000 per loss, with an annual aggregate of at least \$4,000,000.

Licensee warrants that any retroactive date applicable to ELL insurance coverage under the policy is the same as or precedes the Effective Date of this Agreement, and that continuous coverage will be maintained for a period of five (5) years beginning from the time the work under this Agreement is completed or if coverage is cancelled for any reason the policies extended discovery period, if any, will be exercised for the maximum time allowed.

E. **Railroad Protective Liability Insurance.** Licensee must maintain for the duration of work "Railroad Protective Liability" insurance written on ISO occurrence form CG 00 35 12 04 (or a substitute form providing equivalent coverage) on behalf of Licensor only as named insured, with a limit of not less than \$2,000,000 per occurrence and an aggregate of \$6,000,000. The definition of "JOB LOCATION" and "WORK" on the declaration page of the policy shall refer to this Agreement and shall describe all WORK or OPERATIONS performed under this Agreement. Notwithstanding the foregoing, Licensee does not need Railroad Protective Liability Insurance after its initial construction work is complete and all excess materials have been removed from Licensor's property; PROVIDED, however, that Licensee shall procure such coverage for any subsequent maintenance, repair, renewal, modification, reconstruction, or removal work on Licensee's Facilities.

F. **Umbrella or Excess Insurance.** If Licensee utilizes umbrella or excess policies, and these policies must "follow form" and afford no less coverage than the primary policy.

Other Requirements

G. All policy(ies) required above (except business automobile, workers' compensation and employers' liability) must include Licensor as "Additional Insured" using ISO Additional Insured Endorsement CG 20 26 (or substitute form(s) providing equivalent coverage). The coverage provided to Licensor as additional insured shall not be limited by Licensee's liability under the indemnity provisions of this Agreement. BOTH LICENSOR AND LICENSEE EXPECT THAT LICENSOR WILL BE PROVIDED WITH THE BROADEST POSSIBLE COVERAGE AVAILABLE BY OPERATION OF LAW UNDER ISO ADDITIONAL INSURED FORM CG 20 26.

H. Punitive damages exclusion, if any, must be deleted (and the deletion indicated on the certificate of insurance), unless (a) insurance coverage may not lawfully be obtained for any punitive damages that may arise under this Agreement, or (b) all punitive damages are prohibited by all states in which this Agreement will be performed.

I. Licensee waives all rights of recovery, and its insurers also waive all rights of subrogation of damages against Licensor and its agents, officers, directors and employees for damages covered by the workers' compensation and employers' liability or commercial umbrella or excess liability obtained by Licensee required in this Agreement, where permitted by law. This waiver must be stated on the certificate of insurance.

J. All insurance policies must be written by a reputable insurance company acceptable to Licensor or with a current Best's Insurance Guide Rating of A- and Class VII or better, and authorized to do business in the state(s) in which the work is to be performed.

K. The fact that insurance is obtained by Licensee will not be deemed to release or diminish the liability of Licensee, including, without limitation, liability under the indemnity provisions of this Agreement. Damages recoverable by Licensor from Licensee or any third party will not be limited by the amount of the required insurance coverage.



MEMORANDUM

DATE: April 13, 2020

TO: Eric J. Palm, Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Accessible Parking Space Removal – 413 Edgewood Place

Issue:

The homeowner that requested this ADA space has indicated that they no longer wish to have the ADA space in front of their home.

Analysis: This accessible parking space was installed based on the request of the homeowner. Since the ADA space has been installed, the homeowner has indicated that she does not use it as intended and no longer finds it necessary. She believes that it would be best to free the space up for others to use.

Recommendations: Staff is recommending the following motion:

Motion to remove the accessible parking space located in front of 413 Edgewood Place and to return the space to the previous designation of Resident Permit Parking, 6am-10am, M-F.

Attachments:

Revised Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 9, ENTITLED "TRAFFIC REGULATIONS, CHAPTER 3, ENTITLED "TRAFFIC SCHEDULES," OF THE RIVER FOREST VILLAGE CODE

BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois:

Section 1: That Title 9, entitled "Traffic Regulations," Chapter 3, entitled "Traffic Schedules," of the River Forest Village Code, Section 9-3-20 thereof, entitled "Schedule 20, Accessible Parking Zones Designated" be amended by adding the following:

~~EDGEWOOD PLACE, the east side beginning at a point fifty feet north of the north curb of Central Avenue extending north for a distance of thirty feet.~~

Section 2: That the appropriate signage be installed in accordance with Section 1.

Section 3: That all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby expressly repealed.

Section 4: This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

ADOPTED this 13 day of April, 2020, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 13 day of April, 2020.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk



MEMORANDUM

Date: April 2, 2020

To: Eric Palm, Village Administrator

From: Rosey McAdams, Director of Finance

Subject: Expenditures –March 2020

Attached for your review and approval is a list of payments made to vendors by account number for the period from March 1-31, 2020. The total payments made for the period, including payrolls, are as follows:

VILLAGE OF RIVER FOREST EXPENDITURES MONTH ENDED March 31, 2020

FUND	FUND #	VENDORS	PAYROLLS	TOTAL
General Fund	01	\$ 578,872.45	\$ 405,952.92	\$ 984,825.37
Water & Sewer Fund	02	213,829.00	53,025.85	266,854.85
Motor Fuel Tax	03	-	-	-
Debt Service	05	-	-	-
Capital Equip Replacement	13	115,892.21	-	115,892.21
Capital Improvement Fund	14	24,445.90	-	24,445.90
Economic Development Fund	16	528.00	-	528.00
TIF-Madison	31	15,570.63	-	15,570.63
TIF-North	32	-	-	-
Infrastructure Imp Fund	35	-	-	-
Total Village Expenditures		\$ 949,138.19	\$ 458,978.77	\$ 1,408,116.96

Requested Board Actions:

1. Motion to Approve the March 2020 Accounts Payable and Payroll transactions totaling \$1,408,075.74.
2. Motion to Approve the March 2020 payment to McDonald's-Karavites totaling \$41.22.

Accounts Payable

Transactions by Account

User: rmcadams
 Printed: 04/02/2020 - 10:55AM
 Batch: 00000.00.0000



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-00-00-16-0010	Midwest Operating Eng-Pension Tru	P/W RETIREE EMPLOYEE HEALTH	03/31/2020	50536	1,070.00	
		Vendor Subtotal for Division:00			1,070.00	
01-00-00-16-0010	MOE Funds	P/W EMPLOYEE HEALTH INS/MA'	03/31/2020	50537	6,290.20	
		Vendor Subtotal for Division:00			6,290.20	
01-00-00-17-0010	Avalon Petroleum Company	PURCHASE OF GASOLINE AND/O	03/31/2020	50496	4,724.40	
01-00-00-17-0010	Avalon Petroleum Company	PURCHASE OF GASOLINE AND/O	03/31/2020	50496	1,824.00	
		Vendor Subtotal for Division:00			6,548.40	
01-00-00-17-0025	Roy Strom Refuse Removal Inc	UNIVERSAL SOLID WASTE TAGS	03/31/2020	0	3,050.00	
		Vendor Subtotal for Division:00			3,050.00	
01-00-00-21-0015	State Treasurer	PR Batch 00013.03.2020 State Income	03/13/2020	999713	11,369.12	
01-00-00-21-0015	State Treasurer	PR Batch 00016.03.2020 State Income	03/23/2020	999707	178.20	
01-00-00-21-0015	State Treasurer	PR Batch 00031.03.2020 State Income	03/31/2020	999705	11,651.68	
		Vendor Subtotal for Division:00			23,199.00	
01-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 FICA Emplo	03/13/2020	999714	4,336.76	
01-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 FICA Emplo	03/13/2020	999714	4,336.76	
01-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Federal Inco	03/13/2020	999714	30,050.76	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Medicare En	03/13/2020	999714	3,787.64	
01-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Medicare En	03/13/2020	999714	3,787.64	
01-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Medicare En	03/23/2020	999708	54.64	
01-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Medicare En	03/23/2020	999708	54.64	
01-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 FICA Emplo	03/23/2020	999708	233.75	
01-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 FICA Emplo	03/23/2020	999708	233.75	
01-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Federal Inco	03/23/2020	999708	792.02	
01-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Federal Inco	03/31/2020	999706	31,146.02	
01-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Medicare En	03/31/2020	999706	3,885.66	
01-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Medicare En	03/31/2020	999706	3,885.66	
01-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 FICA Emplo	03/31/2020	999706	4,388.29	
01-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 FICA Emplo	03/31/2020	999706	4,388.29	
Vendor Subtotal for Division:00					95,362.28	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	2,480.33	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	624.00	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF-Volun	03/13/2020	999703	241.57	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	6,030.01	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	1,517.03	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF-Volun	03/13/2020	999703	969.46	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	144.16	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF-Volun	03/23/2020	999703	60.11	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	350.37	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF-Volun	03/23/2020	999703	29.41	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	62.02	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	25.50	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF-Volun	03/31/2020	999703	286.56	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Emplc	03/31/2020	999703	676.99	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Emplc	03/31/2020	999703	1,645.83	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF-Volun	03/31/2020	999703	915.94	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Emplc	03/31/2020	999703	6,006.21	
01-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Emplc	03/31/2020	999703	2,470.55	
Vendor Subtotal for Division:00					24,536.05	
01-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00013.03.2020 ICMA	03/13/2020	999711	1,763.17	
01-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00013.03.2020 ICMA	03/13/2020	999711	3,337.39	
01-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00031.03.2020 ICMA	03/31/2020	999702	1,750.00	
01-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00031.03.2020 ICMA	03/31/2020	999702	3,340.18	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:00					10,190.74	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Flat 50	03/13/2020	999709	900.00	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA %	03/13/2020	999709	817.94	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Emplo	03/13/2020	999709	554.99	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Roth	03/13/2020	999709	225.00	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Loan R	03/13/2020	999709	98.88	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Flat	03/13/2020	999709	1,442.99	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Roth %	03/13/2020	999709	1,450.42	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Flat 50	03/31/2020	999700	900.00	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Emplo	03/31/2020	999700	554.99	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Roth	03/31/2020	999700	225.00	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Loan R	03/31/2020	999700	98.88	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA %	03/31/2020	999700	891.74	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Roth %	03/31/2020	999700	1,354.93	
01-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Flat	03/31/2020	999700	1,443.01	
Vendor Subtotal for Division:00					10,958.77	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00013.03.2020 VEBA Contr	03/13/2020	999710	3,275.43	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00031.03.2020 VEBA Contr	03/31/2020	999701	3,267.24	
Vendor Subtotal for Division:00					6,542.67	
01-00-00-21-0050	Illinois Fraternal Order of Police Lat	PR Batch 00031.03.2020 Police Union	03/31/2020	6154	1,296.00	
Vendor Subtotal for Division:00					1,296.00	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	4,720.30	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	8.40	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	1,885.56	
Vendor Subtotal for Division:00					6,614.26	
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00013.03.2020 Public Work:	03/13/2020	6155	260.97	
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00031.03.2020 Public Work:	03/31/2020	6155	260.69	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:00					521.66	
01-00-00-21-0050	International Union of Operating En	PR Batch 00013.03.2020 Public Work:	03/13/2020	6156	52.39	
01-00-00-21-0050	International Union of Operating En	PR Batch 00031.03.2020 Public Work:	03/31/2020	6156	52.72	
Vendor Subtotal for Division:00					105.11	
01-00-00-21-0050	NCPERS Group Life Ins.	PR Batch 00013.03.2020 Supplementa	03/13/2020	6157	46.71	
01-00-00-21-0050	NCPERS Group Life Ins.	PR Batch 00031.03.2020 Supplementa	03/31/2020	6157	46.40	
Vendor Subtotal for Division:00					93.11	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00013.03.2020 Doran-17031	03/13/2020	999712	434.50	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00031.03.2020 Doran-17031	03/31/2020	999704	434.50	
Vendor Subtotal for Division:00					869.00	
01-00-00-23-0060	River Forest Public Library	LIBRARY PPRT	03/13/2020	50475	454.46	
Vendor Subtotal for Division:00					454.46	
01-00-00-25-0051	Klein Thorpe and Jenkins Ltd	DEVELOPMENT REVIEW BOARD/	03/31/2020	0	676.60	
Vendor Subtotal for Division:00					676.60	
01-00-00-42-2120	Matthew Barthwell	REFUND OVERPAYMENT OF VEH	03/13/2020	50440	42.50	
Vendor Subtotal for Division:00					42.50	
01-00-00-42-2120	Ardyth & Robert Eisenberg	REFUND OVERPAYMENT OF VEH	03/31/2020	50513	42.50	
Vendor Subtotal for Division:00					42.50	
01-00-00-42-2120	Barton O'Brien	REFUND OVERPAYMENT OF VEH	03/13/2020	50473	42.50	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			42.50	
01-00-00-42-2120	Ann Sachin	REFUND OVERPAYMENT OF VEH	03/31/2020	50542	42.50	
		Vendor Subtotal for Division:00			42.50	
01-00-00-42-2120	Chekib Touhemi	REFUND OVERPAYMENT OF VEH	03/13/2020	50483	42.50	
		Vendor Subtotal for Division:00			42.50	
01-00-00-44-4230	Richard Smith	REFUND PAYMENT ON DISMISSE	03/31/2020	50547	50.00	
		Vendor Subtotal for Division:00			50.00	
01-10-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	7,280.38	
01-10-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	-0.01	
		Vendor Subtotal for Division:10			7,280.37	
01-10-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	5.70	
01-10-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	1,345.07	
		Vendor Subtotal for Division:10			1,350.77	
01-10-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	88.00	
		Vendor Subtotal for Division:10			88.00	
01-10-00-53-0200	AT&T	MONTHLY ELEVATOR CHARGE	03/13/2020	50439	408.62	
		Vendor Subtotal for Division:10			408.62	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-10-00-53-0200	CALL ONE	MONTHLY PHONE SERVICE	03/13/2020	50442	2,009.71	
		Vendor Subtotal for Division:10			2,009.71	
01-10-00-53-0200	Comcast Cable	HIGH SPEED INTERNET	03/31/2020	50505	278.04	
		Vendor Subtotal for Division:10			278.04	
01-10-00-53-0380	ComEd	MUNICIPAL AGGREGATION PROV	03/31/2020	50506	64.00	
		Vendor Subtotal for Division:10			64.00	
01-10-00-53-0380	GOVTEMPSUSA LLC	BUILDING DEPT CONSULTING	03/31/2020	50521	409.50	
		Vendor Subtotal for Division:10			409.50	
01-10-00-53-0380	KLOA Inc	2019 COMMUTER PARKING STUD	03/31/2020	50532	3,232.25	
		Vendor Subtotal for Division:10			3,232.25	
01-10-00-53-0380	Total Administrative Services Corp	COBRA ADMIN FEES	03/31/2020	50551	73.00	
		Vendor Subtotal for Division:10			73.00	
01-10-00-53-0410	ClientFirst Consulting Group LLC	FY 20 - IT SUPPORT/JAN 2020	03/13/2020	0	3,451.25	
01-10-00-53-0410	ClientFirst Consulting Group LLC	FY20 - IT SUPPORT/JAN 2020	03/31/2020	0	2,412.50	
01-10-00-53-0410	ClientFirst Consulting Group LLC	FY20 IT SUPPORT POLICE DEPT/F	03/31/2020	0	3,086.25	
01-10-00-53-0410	ClientFirst Consulting Group LLC	FY20 IT SUPPORT/FEB 2020	03/31/2020	0	5,636.25	
		Vendor Subtotal for Division:10			14,586.25	
01-10-00-53-0410	Webitects	MONTHLY HOSTING & UPDATES	03/13/2020	50488	462.50	
		Vendor Subtotal for Division:10			462.50	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-10-00-53-0429	Secretary of State	RIVER FOREST VEHICLE DATA	03/13/2020	50478	500.00	
		Vendor Subtotal for Division:10			500.00	
01-10-00-53-2200	IRMA	VOLUNTEER COVERAGE - IRMA	03/31/2020	50531	850.00	
01-10-00-53-2200	IRMA	UNDERGROUND STORAGE TANK	03/31/2020	50531	1,354.18	
		Vendor Subtotal for Division:10			2,204.18	
01-10-00-53-3300	De Lage Landen Financial Svcs Inc	MONTHLY LEASING (3) COPIERS/	03/13/2020	50451	505.34	
		Vendor Subtotal for Division:10			505.34	
01-10-00-53-3300	Quadient Leasing USA Inc	POSTAGE METER LEASE	03/31/2020	0	203.49	
		Vendor Subtotal for Division:10			203.49	
01-10-00-53-3300	Regal Business Machines Inc	(3) COPIERS MAINTENANCE & CC	03/13/2020	50474	283.79	
		Vendor Subtotal for Division:10			283.79	
01-10-00-53-4100	Illinois Municipal League	IML CANNABIS SEMINAR/L SCHE	03/13/2020	50464	50.00	
		Vendor Subtotal for Division:10			50.00	
01-10-00-53-4300	Chicago Metropolitan Agency for Pl	CMAP DUES	03/31/2020	50503	419.63	
		Vendor Subtotal for Division:10			419.63	
01-10-00-53-4350	Rydin Decal	NO SOLICITOR DECAL RE-ORDEF	03/31/2020	0	445.38	
		Vendor Subtotal for Division:10			445.38	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-10-00-53-5600	All Seasons Landscaping Inc	SENIOR SNOW PROGRAM	03/13/2020	50437	540.00	
		Vendor Subtotal for Division:10			540.00	
01-10-00-53-5600	Kelty Lawn Care	SENIOR SNOW PROGRAM	03/13/2020	50466	450.00	
		Vendor Subtotal for Division:10			450.00	
01-10-00-53-5600	Sebis Direct (Printing)	2020 CENSUS FLYER MAILING	03/31/2020	0	105.30	
01-10-00-53-5600	Sebis Direct (Printing)	2020 CENSUS FLYER MAILING	03/31/2020	0	70.24	
		Vendor Subtotal for Division:10			175.54	
01-10-00-53-5600	Special T Unlimited	2020 CENSUS PROMOTIONAL MA	03/13/2020	50480	11,724.29	
		Vendor Subtotal for Division:10			11,724.29	
01-10-00-54-0100	Cintas #769	LOBBY MATS	03/13/2020	50445	46.58	
		Vendor Subtotal for Division:10			46.58	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/13/2020	50487	69.84	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/13/2020	50487	44.08	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/13/2020	50487	45.70	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/31/2020	50555	229.04	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/31/2020	50555	129.75	
01-10-00-54-0100	Warehouse Direct Inc	OFFICE SUPPLIES	03/31/2020	50555	33.98	
		Vendor Subtotal for Division:10			552.39	
01-10-00-54-1300	UPS	SHIPPED ORDINANCES FOR BINL	03/13/2020	50484	6.08	
01-10-00-54-1300	UPS	AGREEMENTS TO THRIVE & MET	03/31/2020	50553	10.92	
		Vendor Subtotal for Division:10			17.00	
01-10-00-54-1300	US Postal Service	POSTAL PERMIT ACCT (608) - SEN	03/20/2020	50490	1,500.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:10			1,500.00	
01-14-00-53-4275	West Suburban Consolidated	MONTHLY CONTRIBUTION - 911 I	03/31/2020	0	10,877.37	
		Vendor Subtotal for Division:14			10,877.37	
01-15-00-53-0420	Klein Thorpe and Jenkins Ltd	ZONING BOARD OF APPEALS	03/31/2020	0	490.00	
		Vendor Subtotal for Division:15			490.00	
01-15-00-53-4400	Center of Police Psychological Servi	PRE-EMPLOYMENT PSYCH EVAL	03/31/2020	50502	350.00	
		Vendor Subtotal for Division:15			350.00	
01-15-00-53-4400	Marshon Conrad	POLYGRAPHS ON POLICE OFFICE	03/13/2020	50448	320.00	
		Vendor Subtotal for Division:15			320.00	
01-15-00-53-5300	Growing Community Media NFP	LEGAL NOTICE: TEXT AMENDME	03/31/2020	0	182.00	
		Vendor Subtotal for Division:15			182.00	
01-20-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	3,557.39	
		Vendor Subtotal for Division:20			3,557.39	
01-20-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	-4.48	
01-20-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	8.96	
		Vendor Subtotal for Division:20			4.48	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-20-00-53-1300	B&F Construction Code Services Inc	FEB 2020 INSPECTIONS	03/31/2020	50497	3,880.00	
		Vendor Subtotal for Division:20			3,880.00	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/400 LATHROP OFF	03/31/2020	50497	895.50	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/1336 WILLIAM AD	03/31/2020	50497	629.20	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/CONCORDIA-KOE	03/31/2020	50497	1,564.87	
		Vendor Subtotal for Division:20			3,089.57	
01-20-00-53-1305	Baxter & Woodman	PLAN REVIEW/KEYSTONE PARK '	03/31/2020	50498	1,330.00	
		Vendor Subtotal for Division:20			1,330.00	
01-30-00-53-0420	Clark Baird Smith LLP	LABOR/EMPLOYMENT LEGAL	03/31/2020	50504	340.00	
		Vendor Subtotal for Division:30			340.00	
01-30-00-53-0420	Illinois Fraternal Order of Police Lat	EMPLOYER HALF FOR ARBITRAT	03/31/2020	50529	17.50	
		Vendor Subtotal for Division:30			17.50	
01-30-00-53-0425	Counsel Press Inc	KMS OPENING BRIEF	03/31/2020	50509	1,675.71	
		Vendor Subtotal for Division:30			1,675.71	
01-30-00-53-0425	iCopy	LEGAL DOCUMENTS PRINTING &	03/31/2020	50528	1,549.50	
		Vendor Subtotal for Division:30			1,549.50	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	POLICE ADVISORY	03/31/2020	0	682.00	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	M THORNLEY POLICE OFFICER P	03/31/2020	0	265.55	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	FINANCE/ADMIN ADVISORY	03/31/2020	0	8,886.59	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	711 PARK AVE LITIGATION	03/31/2020	0	1,137.60	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	RIVER FOREST TOWN CENTER	03/31/2020	0	2,354.00	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	PUBLIC WORKS ADVISORY	03/31/2020	0	616.00	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	WEST LAKE ST BUSINESS DISTRI	03/31/2020	0	293.00	
Vendor Subtotal for Division:30					14,234.74	
01-30-00-53-0426	Klein Thorpe and Jenkins Ltd	LOCAL PROSECUTION	03/31/2020	0	1,001.20	
Vendor Subtotal for Division:30					1,001.20	
01-40-00-52-0330	Illinois Municipal Retirement Fund	IMRF SLEP	03/31/2020	999703	15.17	
Vendor Subtotal for Division:40					15.17	
01-40-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	-50.68	
01-40-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	44,667.09	
Vendor Subtotal for Division:40					44,616.41	
01-40-00-52-0420	Benistar/Hartford-6795	RETIREE INSURANCE PREMIUMS	03/31/2020	50499	8,173.35	
Vendor Subtotal for Division:40					8,173.35	
01-40-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	51.30	
01-40-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	12,674.30	
Vendor Subtotal for Division:40					12,725.60	
01-40-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	511.23	
Vendor Subtotal for Division:40					511.23	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-53-0200	AT&T Wireless	AT&T CELLULAR TELEPHONE BI	03/12/2020	225	206.01	
		Vendor Subtotal for Division:40			206.01	
01-40-00-53-0385	Hon. Perry J Gulbrandsen Ret.	ADMINISTRATIVE ADJUDICATIO	03/31/2020	50524	600.00	
		Vendor Subtotal for Division:40			600.00	
01-40-00-53-0385	Municipal Systems Inc	MONTHLY SUBSCRIPTION FEE/FE	03/31/2020	0	950.00	
		Vendor Subtotal for Division:40			950.00	
01-40-00-53-0410	Verizon Connect NWF Inc	GPS FLEET MANAGEMENT PROG	03/31/2020	50554	132.65	
		Vendor Subtotal for Division:40			132.65	
01-40-00-53-0410	Pace Systems Inc	ANNUAL PACE SCHEDULER FEE	03/31/2020	50540	1,800.00	
		Vendor Subtotal for Division:40			1,800.00	
01-40-00-53-0410	Thomson Reuters-West	CP CLEAR MONTHLY SUBSCRIPT	03/31/2020	50550	185.66	
		Vendor Subtotal for Division:40			185.66	
01-40-00-53-0430	Animal Care League	IMPOUND FEES/JAN 2020	03/31/2020	0	60.00	
		Vendor Subtotal for Division:40			60.00	
01-40-00-53-3200	CAMZ Communications Inc	PD CAR #1 SECURE IDLE REPAIR	03/31/2020	50500	95.00	
		Vendor Subtotal for Division:40			95.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	03/31/2020	0	24.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2017 FORD EXPLORER #	03/31/2020	0	730.77	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 DODGE CHARGER	03/31/2020	0	24.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2013 FORD TAURUS PPV	03/31/2020	0	1,940.46	
Vendor Subtotal for Division:40					2,719.23	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	26.06	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	6.72	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	8.75	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	39.89	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	15.29	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	65.63	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	12.59	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	19.77	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	14.37	
01-40-00-53-3200	W.C. Schauer Hardware	PD VEHICLE MAINTENANCE SUP	03/31/2020	50543	21.46	
Vendor Subtotal for Division:40					230.53	
01-40-00-53-4100	Peter Eberling	REIMB MEAL EXPENSES/SUPERV	03/31/2020	50512	259.12	
Vendor Subtotal for Division:40					259.12	
01-40-00-53-4100	Daniel Humphreys	REIMB MEAL EXPENSES/NU TRA	03/31/2020	50527	64.52	
01-40-00-53-4100	Daniel Humphreys	REIMB MEAL EXPENSES/NU TRA	03/31/2020	50527	64.52	
Vendor Subtotal for Division:40					129.04	
01-40-00-53-4100	Matthew Landini	REIMB MEALS EXPENSES/CRISIS	03/13/2020	50467	42.68	
Vendor Subtotal for Division:40					42.68	
01-40-00-53-4200	Andy Frain Services Inc	CROSSING GUARD SERVICES/FEE	03/31/2020	0	8,726.40	
Vendor Subtotal for Division:40					8,726.40	
01-40-00-53-4300	Illinois Truck Enforcement Associati	MEMBERSHIP RENEWALS - (6) PD	03/13/2020	50465	100.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:40			100.00	
01-40-00-53-4400	Elmhurst Occupational Health	EMPLOYEE MEDICAL/SCREENING	03/31/2020	50514	115.00	
		Vendor Subtotal for Division:40			115.00	
01-40-00-54-0100	CDS Office Technologies Inc	SQUAD CAR PRINTER PAPER	03/31/2020	0	254.63	
		Vendor Subtotal for Division:40			254.63	
01-40-00-54-0100	Stalker Radar/Applied Concepts Inc	RADAR SHIPPING COST	03/31/2020	50548	20.00	
		Vendor Subtotal for Division:40			20.00	
01-40-00-54-0100	Warehouse Direct Inc	PD OFFICE SUPPLIES	03/31/2020	50555	79.75	
		Vendor Subtotal for Division:40			79.75	
01-40-00-54-0150	Radarsign LLC	PURCHASE OF (6) SOLAR RADAR	03/31/2020	50541	19,968.00	
		Vendor Subtotal for Division:40			19,968.00	
01-40-00-54-0400	Albertsons/Safeway	JUICE FOR PRISONER	03/31/2020	50492	10.99	
		Vendor Subtotal for Division:40			10.99	
01-40-00-54-0400	John W Falsetti	CLEANING OF PRISONER BLANK	03/31/2020	50515	28.56	
01-40-00-54-0400	John W Falsetti	CLEANING OF PRISONER BLANK	03/31/2020	50515	40.67	
		Vendor Subtotal for Division:40			69.23	
01-40-00-54-0400	McDonald's-Karavites Restaurant 67	PRISONER MEALS	03/31/2020	50534	41.22	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:40					41.22	
01-40-00-54-0601	Communications Direct Inc	MOBILE RADIO PURCHASE	03/31/2020	50507	1,371.16	
Vendor Subtotal for Division:40					1,371.16	
01-40-00-54-0601	Fleet Safety Supply	RADIO FACE PLATES FOR PD SQL	03/31/2020	50517	110.03	
Vendor Subtotal for Division:40					110.03	
01-40-00-54-0605	Fleet Safety Supply	PD CAR #4 SECURE IDLE MODUL	03/31/2020	50517	459.37	
01-40-00-54-0605	Fleet Safety Supply	NEW PD F150 #8 SECURE IDLE	03/31/2020	50517	143.81	
Vendor Subtotal for Division:40					603.18	
01-40-00-54-0605	Kustom Signals Inc	HAND HELD RADAR	03/31/2020	50533	817.00	
Vendor Subtotal for Division:40					817.00	
01-40-00-54-0605	Stalker Radar/Applied Concepts Inc	MOBILE RADAR UNIT	03/31/2020	50548	1,237.00	
Vendor Subtotal for Division:40					1,237.00	
01-50-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	28,141.06	
Vendor Subtotal for Division:50					28,141.06	
01-50-00-52-0420	Benistar/Hartford-6795	RETIREE INSURANCE PREMIUMS	03/31/2020	50499	1,489.02	
Vendor Subtotal for Division:50					1,489.02	
01-50-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	31.35	
01-50-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	8,798.92	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	7.02	
		Vendor Subtotal for Division:50			8,837.29	
01-50-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	284.12	
		Vendor Subtotal for Division:50			284.12	
01-50-00-53-0200	AT&T Wireless	AT&T CELLULAR TELEPHONE BI	03/12/2020	225	253.27	
		Vendor Subtotal for Division:50			253.27	
01-50-00-53-0410	Zoll Data Systems Inc	EPCR QUARTERLY MAINTENANC	03/31/2020	50556	300.00	
		Vendor Subtotal for Division:50			300.00	
01-50-00-53-3600	Digicom Installations Inc	INSTALLATION OF SPEAKER & V	03/13/2020	50453	518.15	
		Vendor Subtotal for Division:50			518.15	
01-50-00-53-4100	Carterson Public Safety Group Inc	FIREGROUND SIZE-UP CLASS - D	03/31/2020	50501	175.00	
		Vendor Subtotal for Division:50			175.00	
01-50-00-53-4250	Adam Seablom	REIMB FUEL EXPENSE/2020 FIRE/	03/31/2020	50544	44.51	
		Vendor Subtotal for Division:50			44.51	
01-50-00-53-4250	Michael Smith	REIMB FUEL/TOLLS - 2020 FIRE/A	03/31/2020	50546	48.83	
		Vendor Subtotal for Division:50			48.83	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-53-4300	Illinois Fire Chief's Association	2020 ANNUAL DUES/K BOHLMAN	03/13/2020	50463	450.00	
		Vendor Subtotal for Division:50			450.00	
01-50-00-53-4300	NFPA	FIRE CODE SUBSCRIPTION RENE	03/31/2020	50539	1,345.50	
		Vendor Subtotal for Division:50			1,345.50	
01-50-00-54-0600	Air One Equipment Inc	CO CALIBRATION CYLINDER & K	03/13/2020	50436	773.00	
		Vendor Subtotal for Division:50			773.00	
01-50-00-54-0600	Certified Fleet Services Inc	BATTERY CHARGER, CABLE & RI	03/13/2020	0	174.48	
		Vendor Subtotal for Division:50			174.48	
01-50-00-54-0600	Emergency Medical Products Inc	AMBULANCE SUPPLIES	03/13/2020	50456	249.93	
		Vendor Subtotal for Division:50			249.93	
01-50-00-54-0600	US Gas	OXYGEN CYLINDER RENTAL/FEE	03/13/2020	0	168.30	
		Vendor Subtotal for Division:50			168.30	
01-50-00-54-0600	Warehouse Direct Inc	CLEANING SUPPLIES	03/13/2020	50487	372.65	
		Vendor Subtotal for Division:50			372.65	
01-60-01-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	4,682.71	
		Vendor Subtotal for Division:60			4,682.71	
01-60-01-52-0400	MOE Funds	P/W EMP HEALTH INS RATE INCR	03/13/2020	50470	1,992.80	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:60					1,992.80	
01-60-01-52-0420	Benistar/Hartford-6795	RETIREE INSURANCE PREMIUMS	03/31/2020	50499	1,787.76	
Vendor Subtotal for Division:60					1,787.76	
01-60-01-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	1,974.66	
01-60-01-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	5.70	
Vendor Subtotal for Division:60					1,980.36	
01-60-01-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	88.27	
Vendor Subtotal for Division:60					88.27	
01-60-01-53-0200	Verizon Wireless	DATA FOR MESSAGE BOARD	03/31/2020	0	18.02	
Vendor Subtotal for Division:60					18.02	
01-60-01-53-0380	Gecko Robotics Inc	STREET RATING SURVEY	03/31/2020	50520	5,000.00	
Vendor Subtotal for Division:60					5,000.00	
01-60-01-53-0410	MGP Inc	GIS CONSORTIUM STAFFING SER	03/13/2020	0	1,745.87	
Vendor Subtotal for Division:60					1,745.87	
01-60-01-53-3100	Bristol Hose & Fitting Inc	HOSE FOR BOBCAT BROOM ATTA	03/13/2020	0	104.03	
Vendor Subtotal for Division:60					104.03	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-53-3100	W.C. Schauer Hardware	PIPE FOR TOOL BRACKETS ON NI	03/13/2020	50477	71.98	
		Vendor Subtotal for Division:60			71.98	
01-60-01-53-3200	D & K Truck Safety Lane LLC	SAFETY LANE STICKER	03/13/2020	50450	29.00	
		Vendor Subtotal for Division:60			29.00	
01-60-01-53-3200	Wigit's Truck Center	MAINTENANCE ON VEHICLE #44	03/13/2020	50489	789.23	
		Vendor Subtotal for Division:60			789.23	
01-60-01-53-3400	A Square Deal Glass Co	GLASS PANELS FOR STREET LIGH	03/31/2020	50491	1,632.00	
		Vendor Subtotal for Division:60			1,632.00	
01-60-01-53-3400	Lyons & Pinner Electric Companies	STREET LIGHT REPAIRS	03/13/2020	0	347.80	
01-60-01-53-3400	Lyons & Pinner Electric Companies	STREET LIGHTING REPAIRS-ASHI	03/31/2020	0	1,754.28	
01-60-01-53-3400	Lyons & Pinner Electric Companies	TRAFFIC SIGNAL MAINTENANCE	03/31/2020	0	484.11	
		Vendor Subtotal for Division:60			2,586.19	
01-60-01-53-3600	Alternative Energy Solutions Ltd	GENERATOR MAINTENANCE	03/31/2020	50493	250.00	
		Vendor Subtotal for Division:60			250.00	
01-60-01-53-3600	Anderson Elevator Co	ELEVATOR ANNUAL TESTING	03/31/2020	50494	750.00	
01-60-01-53-3600	Anderson Elevator Co	FIRE & SMOKE ALARM TESTING	03/31/2020	50494	387.00	
		Vendor Subtotal for Division:60			1,137.00	
01-60-01-53-3600	Fredriksen Fire Equipment Co.	FIRE ALARM/SPRINKLER SYSTEM	03/13/2020	50459	275.00	
01-60-01-53-3600	Fredriksen Fire Equipment Co.	ANNUAL FIRE ALARM/SPRINKLE	03/31/2020	50519	42.85	
		Vendor Subtotal for Division:60			317.85	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-53-3600	Hayes Mechanical	MAINTENANCE TO FPB ON HVAC	03/31/2020	50526	1,150.00	
		Vendor Subtotal for Division:60			1,150.00	
01-60-01-53-5300	Growing Community Media NFP	LEGAL NOTICE: PARKWAY TREE	03/13/2020	0	147.00	
01-60-01-53-5300	Growing Community Media NFP	LEGAL NOTICE: TREE TRIMMING	03/13/2020	0	147.00	
		Vendor Subtotal for Division:60			294.00	
01-60-01-53-5350	Greenwood Transfer LLC	BRUSH/STREET SWEEPINGS	03/31/2020	50523	71.84	
		Vendor Subtotal for Division:60			71.84	
01-60-01-53-5350	Roy Strom Refuse Removal Inc	BRUSH/LOGS DISPOSAL	03/13/2020	0	75.37	
		Vendor Subtotal for Division:60			75.37	
01-60-01-53-5400	Economy Iron	REPAIR OF IRON FENCE AT CHIC/	03/13/2020	50455	4,260.00	
		Vendor Subtotal for Division:60			4,260.00	
01-60-01-53-5400	Lyons & Pinner Electric Companies	FEED FOR STREET LIGHT CONTR	03/13/2020	0	1,129.31	
		Vendor Subtotal for Division:60			1,129.31	
01-60-01-53-5450	AEP Energy	ELECTRICITY FOR STREET LIGHT	03/13/2020	50435	1,827.76	
		Vendor Subtotal for Division:60			1,827.76	
01-60-01-53-5450	ComEd	MADISON ST LIGHTING	03/13/2020	50447	84.85	
		Vendor Subtotal for Division:60			84.85	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-54-0100	Datasource Ink	TONER/D RADDATZ	03/31/2020	50511	170.13	
01-60-01-54-0100	Datasource Ink	TONER/D RADDATZ	03/31/2020	50511	84.00	
Vendor Subtotal for Division:60					254.13	
01-60-01-54-0310	Matt Decosola	REIMB UNIFORM ALLOWANCE	03/13/2020	50452	285.39	
Vendor Subtotal for Division:60					285.39	
01-60-01-54-0310	FullLife Safety Center	SAFETY T-SHIRTS & VESTS FOR F	03/13/2020	50460	1,055.84	
Vendor Subtotal for Division:60					1,055.84	
01-60-01-54-0310	Brian Skoczek	REIMB WORK BOOTS	03/13/2020	50479	107.99	
Vendor Subtotal for Division:60					107.99	
01-60-01-54-0500	Atlas Bobcat LLC	WINDOW LATCH FOR BOBCAT	03/31/2020	50495	42.15	
Vendor Subtotal for Division:60					42.15	
01-60-01-54-0500	Interstate Billing Service Inc	TURN SIGNAL LENS	03/31/2020	0	51.90	
Vendor Subtotal for Division:60					51.90	
01-60-01-54-0600	Forestry Suppliers Inc	TREE PLANTING SHOVELS	03/31/2020	50518	220.31	
Vendor Subtotal for Division:60					220.31	
01-60-01-54-0600	Menards	PAINT & BRUSHES FOR PUBLIC W	03/13/2020	50469	20.95	
01-60-01-54-0600	Menards	POLY VACUUM AND DRYWALL FI	03/31/2020	50535	104.47	
01-60-01-54-0600	Menards	WILD FLOWER SEEDS FOR FRON	03/31/2020	50535	62.80	
Vendor Subtotal for Division:60					188.22	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-54-0600	Russo Power Equipment Inc	PRUSIK LOOPS FOR TREE WORK	03/13/2020	50476	25.96	
01-60-01-54-0600	Russo Power Equipment Inc	CHAIN FOR POLE CHAINSAW	03/13/2020	50476	55.36	
01-60-01-54-0600	Russo Power Equipment Inc	POLE SAW	03/13/2020	50476	395.00	
01-60-01-54-0600	Russo Power Equipment Inc	SNOW SHOVELS/CALCIUM CHLO	03/13/2020	50476	89.97	
Vendor Subtotal for Division:60					566.29	
01-60-01-54-0600	W.C. Schauer Hardware	SPEAKER WIRE	03/31/2020	50543	16.19	
01-60-01-54-0600	W.C. Schauer Hardware	MISC P/W SUPPLIES	03/31/2020	50543	12.57	
Vendor Subtotal for Division:60					28.76	
01-60-01-54-0600	Unique Products & Service Corp	MISC CUSTODIAL SUPPLIES	03/31/2020	50552	419.11	
Vendor Subtotal for Division:60					419.11	
01-60-01-54-2100	Cargill Incorporated	PURCHASE OF ROAD SALT	03/13/2020	50443	3,929.92	
01-60-01-54-2100	Cargill Incorporated	PURCHASE OF SALT	03/13/2020	50443	5,141.02	
Vendor Subtotal for Division:60					9,070.94	
01-60-05-53-5500	Beaver Oil LLC	DISPOSAL OF DRUMS/OIL FILTER	03/13/2020	50441	79.00	
Vendor Subtotal for Division:60					79.00	
01-60-05-53-5500	Roy Strom Refuse Removal Inc	REFUSE REMOVAL PER CONTRAC	03/13/2020	0	91,394.95	
Vendor Subtotal for Division:60					91,394.95	
Subtotal for Fund: 01					578,872.45	
02-00-00-16-0010	Midwest Operating Eng-Pension Tru	P/W RETIREE EMPLOYEE HEALTHI	03/31/2020	50536	766.00	
Vendor Subtotal for Division:00					766.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-00-00-16-0010	MOE Funds	P/W EMPLOYEE HEALTH INS/MA'	03/31/2020	50537	8,301.80	
		Vendor Subtotal for Division:00			8,301.80	
02-00-00-21-0000	Michael Ambrose	Refund Check 015148-000, 910 BON	03/03/2020	50438	38.68	
		Vendor Subtotal for Division:00			38.68	
02-00-00-21-0015	State Treasurer	PR Batch 00013.03.2020 State Income	03/13/2020	999713	1,664.44	
02-00-00-21-0015	State Treasurer	PR Batch 00016.03.2020 State Income	03/23/2020	999707	243.98	
02-00-00-21-0015	State Treasurer	PR Batch 00031.03.2020 State Income	03/31/2020	999705	1,683.06	
		Vendor Subtotal for Division:00			3,591.48	
02-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Medicare En	03/13/2020	999714	532.29	
02-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 FICA Emplo	03/13/2020	999714	2,275.95	
02-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 FICA Emplo	03/13/2020	999714	2,275.95	
02-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Medicare En	03/13/2020	999714	532.29	
02-00-00-21-0015	United States Treasury	PR Batch 00013.03.2020 Federal Inco	03/13/2020	999714	4,344.06	
02-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 FICA Emplo	03/23/2020	999708	319.94	
02-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Medicare En	03/23/2020	999708	74.86	
02-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Federal Inco	03/23/2020	999708	1,084.29	
02-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 Medicare En	03/23/2020	999708	74.86	
02-00-00-21-0015	United States Treasury	PR Batch 00016.03.2020 FICA Emplo	03/23/2020	999708	319.94	
02-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Medicare En	03/31/2020	999706	538.10	
02-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 FICA Emplo	03/31/2020	999706	2,300.85	
02-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Medicare En	03/31/2020	999706	538.10	
02-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 Federal Inco	03/31/2020	999706	4,668.68	
02-00-00-21-0015	United States Treasury	PR Batch 00031.03.2020 FICA Emplo	03/31/2020	999706	2,300.85	
		Vendor Subtotal for Division:00			22,181.01	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Empl	03/31/2020	999703	183.18	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF-Volun	03/31/2020	999703	187.77	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Empl	03/31/2020	999703	1,480.18	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Empl	03/31/2020	999703	3,598.48	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF-Volun	03/31/2020	999703	482.80	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00031.03.2020 IMRF Emplc	03/31/2020	999703	445.34	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	482.05	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	82.56	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	198.25	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF Emplc	03/23/2020	999703	33.97	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF-Volun	03/23/2020	999703	68.79	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00016.03.2020 IMRF-Volun	03/23/2020	999703	68.70	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	3,465.03	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	211.74	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	1,425.29	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF-Volun	03/13/2020	999703	400.28	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF-Volun	03/13/2020	999703	205.10	
02-00-00-21-0030	Illinois Municipal Retirement Fund	PR Batch 00013.03.2020 IMRF Emplc	03/13/2020	999703	514.76	
Vendor Subtotal for Division:00					13,534.27	
02-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00013.03.2020 ICMA	03/13/2020	999711	102.61	
02-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00013.03.2020 ICMA	03/13/2020	999711	24.69	
02-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00031.03.2020 ICMA	03/31/2020	999702	24.69	
02-00-00-21-0040	ICMA Retirement Corporation - 302	PR Batch 00031.03.2020 ICMA	03/31/2020	999702	99.82	
Vendor Subtotal for Division:00					251.81	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Flat	03/13/2020	999709	142.01	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Flat 50	03/13/2020	999709	100.00	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00013.03.2020 AXA Emplo	03/13/2020	999709	61.68	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Flat	03/31/2020	999700	141.99	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Flat 50	03/31/2020	999700	100.00	
02-00-00-21-0041	AXA Equitable Retirement	PR Batch 00031.03.2020 AXA Emplo	03/31/2020	999700	61.68	
Vendor Subtotal for Division:00					607.36	
02-00-00-21-0050	International Union of Operating Eng	PR Batch 00031.03.2020 Public Work:	03/31/2020	6155	325.10	
02-00-00-21-0050	International Union of Operating Eng	PR Batch 00013.03.2020 Public Work:	03/13/2020	6155	324.82	
Vendor Subtotal for Division:00					649.92	
02-00-00-21-0050	International Union of Operating Eng	PR Batch 00031.03.2020 Public Work:	03/31/2020	6156	64.28	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-00-00-21-0050	International Union of Operating Eng	PR Batch 00013.03.2020 Public Work	03/13/2020	6156	64.61	
		Vendor Subtotal for Division:00			128.89	
02-00-00-21-0050	NCPERS Group Life Ins.	PR Batch 00031.03.2020 Supplementa	03/31/2020	6157	9.60	
02-00-00-21-0050	NCPERS Group Life Ins.	PR Batch 00013.03.2020 Supplementa	03/13/2020	6157	9.29	
		Vendor Subtotal for Division:00			18.89	
02-60-06-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	6,876.90	
		Vendor Subtotal for Division:60			6,876.90	
02-60-06-52-0400	MOE Funds	P/W EMP HEALTH INS RATE INCR	03/13/2020	50470	2,670.20	
		Vendor Subtotal for Division:60			2,670.20	
02-60-06-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	-1.12	
02-60-06-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	03/02/2020	224	200.53	
		Vendor Subtotal for Division:60			199.41	
02-60-06-53-0100	ComEd	ELECTRICITY FOR PUMP STATION	03/31/2020	50506	2,355.59	
		Vendor Subtotal for Division:60			2,355.59	
02-60-06-53-0200	CALL ONE	MONTHLY PHONE SERVICE	03/13/2020	50442	502.43	
		Vendor Subtotal for Division:60			502.43	
02-60-06-53-0200	Comcast Cable	INTERNET AT PUMP STATION	03/31/2020	50505	104.85	
		Vendor Subtotal for Division:60			104.85	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-60-06-53-0380	Christopher B. Burke Engineering Lt	MWRD STORMWATER PARTNERS	03/31/2020	0	3,500.00	
		Vendor Subtotal for Division:60			3,500.00	
02-60-06-53-0410	MGP Inc	GIS CONSORTIUM STAFFING SER	03/13/2020	0	1,745.88	
		Vendor Subtotal for Division:60			1,745.88	
02-60-06-53-0410	Springbrook Software Inc	UB WEB PAYMENTS/FEB 2020	03/13/2020	50481	424.00	
		Vendor Subtotal for Division:60			424.00	
02-60-06-53-1300	Fredriksen Fire Equipment Co.	BACKFLOW INSPECTION AT VILL	03/13/2020	50459	259.90	
		Vendor Subtotal for Division:60			259.90	
02-60-06-53-3050	Core & Main LP	STOCK ITEMS USED FOR WATER	03/31/2020	50508	397.12	
02-60-06-53-3050	Core & Main LP	REPLACEMENT PARTS WATER M/	03/31/2020	50508	1,374.60	
		Vendor Subtotal for Division:60			1,771.72	
02-60-06-53-3050	Suburban General Construction Inc	WATER MAIN REPAIR AT 743 THA'	03/13/2020	0	3,340.00	
		Vendor Subtotal for Division:60			3,340.00	
02-60-06-53-3050	Vulcan Construction Materials LLC	STONE FOR BACKFILL	03/13/2020	50486	269.87	
		Vendor Subtotal for Division:60			269.87	
02-60-06-53-3055	Core & Main LP	STOCK PARTS FOR HYDRANT RE	03/31/2020	50508	865.50	
		Vendor Subtotal for Division:60			865.50	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-60-06-53-3300	De Lage Landen Financial Svcs Inc	MONTHLY LEASING (3) COPIERS/	03/13/2020	50451	56.15	
		Vendor Subtotal for Division:60			56.15	
02-60-06-53-3300	Regal Business Machines Inc	(3) COPIERS MAINTENANCE & CC	03/13/2020	50474	31.53	
		Vendor Subtotal for Division:60			31.53	
02-60-06-53-3600	Nicor Gas Company	NATURAL GAS FOR PUMP STATIC	03/13/2020	50472	234.05	
		Vendor Subtotal for Division:60			234.05	
02-60-06-53-3640	Core & Main LP	ALLEY SEWER BOX REPAIR/242 L	03/13/2020	50449	13.25	
02-60-06-53-3640	Core & Main LP	PARTS FOR SEWER REPAIRS	03/31/2020	50508	623.50	
		Vendor Subtotal for Division:60			636.75	
02-60-06-53-3640	Great Lakes Concrete LLC/Susan Sp	SEWER REPAIR PARTS - 2 STRUC	03/31/2020	50522	1,945.03	
		Vendor Subtotal for Division:60			1,945.03	
02-60-06-53-4350	Sebis Direct (Printing)	UTILITY BILL PRINTING/FEB 2020	03/31/2020	0	215.99	
02-60-06-53-4350	Sebis Direct (Printing)	UTILITY BILL PRINTING/JAN 2020	03/31/2020	0	194.11	
		Vendor Subtotal for Division:60			410.10	
02-60-06-53-4480	Suburban Laboratories Inc	WATER QUALITY TESTING	03/13/2020	50482	140.00	
		Vendor Subtotal for Division:60			140.00	
02-60-06-53-5350	Greenwood Transfer LLC	STREET SWEEPINGS & WATER DI	03/13/2020	50461	1,139.06	
02-60-06-53-5350	Greenwood Transfer LLC	BRUSH/STREET SWEEPINGS	03/31/2020	50523	109.62	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:60			1,248.68	
02-60-06-53-5350	Roy Strom Refuse Removal Inc	STREET SWEEPING DEBRIS	03/31/2020	0	1,340.15	
		Vendor Subtotal for Division:60			1,340.15	
02-60-06-54-0310	FullLife Safety Center	SAFETY T-SHIRTS & VESTS FOR I	03/13/2020	50460	186.33	
		Vendor Subtotal for Division:60			186.33	
02-60-06-54-0310	Multi Service Technology Solutions	TECH TOE BOOTS/D RADDATZ	03/13/2020	50471	179.99	
		Vendor Subtotal for Division:60			179.99	
02-60-06-54-0600	Core & Main LP	CHOKER CABLE FOR WATER MAI	03/13/2020	50449	100.00	
02-60-06-54-0600	Core & Main LP	NEW WATER METER/511 LATHRO	03/31/2020	50508	210.00	
02-60-06-54-0600	Core & Main LP	NEW WATER METER/605 PARK AV	03/31/2020	50508	582.40	
02-60-06-54-0600	Core & Main LP	NEW WATER METER/1108 PARK A	03/31/2020	50508	210.00	
		Vendor Subtotal for Division:60			1,102.40	
02-60-06-54-0600	Fastenal Company	BULL PIN	03/13/2020	50457	73.32	
02-60-06-54-0600	Fastenal Company	BOLTS FOR WATER METERS	03/31/2020	50516	22.87	
02-60-06-54-0600	Fastenal Company	HYDRANT REPAIR PARTS	03/31/2020	50516	9.75	
		Vendor Subtotal for Division:60			105.94	
02-60-06-54-0600	Hach Company	CHLORINE REAGENT	03/31/2020	50525	213.03	
		Vendor Subtotal for Division:60			213.03	
02-60-06-54-0600	Hawkins Inc	SODIUM HYPOCHLORITE	03/31/2020	0	285.75	
		Vendor Subtotal for Division:60			285.75	
02-60-06-54-0600	McMaster-Carr	PVC FITTINGS FOR STOCK	03/13/2020	50468	60.33	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:60					60.33	
02-60-06-54-0600	Menards	MISC P/W SUPPLIES	03/31/2020	50535	44.53	
02-60-06-54-0600	Menards	MISC P/W SUPPLIES	03/31/2020	50535	41.98	
Vendor Subtotal for Division:60					86.51	
02-60-06-54-0600	Ferguson Enterprises Inc #3325	CHLORINE PUMP TUBING & FLOW	03/13/2020	50458	104.67	
Vendor Subtotal for Division:60					104.67	
02-60-06-54-0600	Russo Power Equipment Inc	SHOVELS FOR WATER DEPT	03/13/2020	50476	83.96	
Vendor Subtotal for Division:60					83.96	
02-60-06-54-0600	USABlueBook	SEWER SPADE	03/13/2020	50485	92.61	
Vendor Subtotal for Division:60					92.61	
02-60-06-54-1300	Sebis Direct (Postage)	UTILITY BILLING POSTAGE	03/13/2020	0	687.87	
Vendor Subtotal for Division:60					687.87	
02-60-06-54-2200	City of Chicago	PURCHASE OF WATER	03/13/2020	50446	60,411.36	
02-60-06-54-2200	City of Chicago	PURCHASE OF WATER	03/13/2020	50446	56,516.73	
Vendor Subtotal for Division:60					116,928.09	
02-60-06-55-1300	Dixon Engineering Inc	ENGR & PROJECT OBSERVE - WA	03/13/2020	50454	12,000.00	
Vendor Subtotal for Division:60					12,000.00	
02-60-06-55-1400	Core & Main LP	METER - 2019/20 WATER METER R	03/31/2020	50508	712.72	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:60					712.72	
Subtotal for Fund: 02					213,829.00	
13-00-00-55-8700	Currie Motors	PURCHASE 2020 CHEVY TAHOE T	03/31/2020	50510	38,102.21	
Vendor Subtotal for Division:00					38,102.21	
13-00-00-55-8700	Sutton Ford Inc	POLICE SQUAD F-150 NEW CAR #	03/31/2020	50549	37,864.00	
Vendor Subtotal for Division:00					37,864.00	
13-00-00-55-8910	Sutton Ford Inc	PURCHASE OF 2020 FORD F-550 C	03/31/2020	50549	39,926.00	
Vendor Subtotal for Division:00					39,926.00	
Subtotal for Fund: 13					115,892.21	
14-00-00-55-8610	Motorola Solutions Inc	PURCHASE OF (5) APX6000 VHF R	03/31/2020	50538	15,639.90	
Vendor Subtotal for Division:00					15,639.90	
14-00-00-55-8620	CAMZ Communications Inc	PD CAR #1, 4 & 6 NEW COMPUTEI	03/31/2020	50500	585.00	
Vendor Subtotal for Division:00					585.00	
14-00-00-55-8620	CDS Office Technologies Inc	PC REPLACEMENTS - POLICE & F	03/13/2020	0	3,486.00	
Vendor Subtotal for Division:00					3,486.00	
14-00-00-55-8620	ClientFirst Consulting Group LLC	FY20 CIP - SOFTWARE UPGRADES	03/13/2020	0	1,243.75	
14-00-00-55-8620	ClientFirst Consulting Group LLC	FY20 CIP - PC REPLACEMENTS/JA	03/13/2020	0	628.75	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
14-00-00-55-8620	ClientFirst Consulting Group LLC	FY20 LAND MGMT SYSTEM VENI	03/31/2020	0	556.25	
14-00-00-55-8620	ClientFirst Consulting Group LLC	FY20 CIP - PC REPLACEMENT/FEE	03/31/2020	0	356.25	
14-00-00-55-8620	ClientFirst Consulting Group LLC	FY20 CIP - PC REPLACEMENT/JAN	03/31/2020	0	1,950.00	
Vendor Subtotal for Division:00					4,735.00	
Subtotal for Fund: 14					24,445.90	
16-00-00-53-0420	Klein Thorpe and Jenkins Ltd	TIF ISSUES (2008)	03/31/2020	0	528.00	
Vendor Subtotal for Division:00					528.00	
Subtotal for Fund: 16					528.00	
31-00-00-53-0100	ComEd	ELECTRICITY FOR 11 ASHLAND (03/31/2020	50506	24.97	
31-00-00-53-0100	ComEd	ELECTRICITY FOR 11 ASHLAND (03/31/2020	50506	23.50	
31-00-00-53-0100	ComEd	ELECTRICITY FOR 10 LATHROP A	03/31/2020	50506	30.26	
Vendor Subtotal for Division:00					78.73	
31-00-00-53-0425	Klein Thorpe and Jenkins Ltd	MADISON ST TIF DISTRICT	03/31/2020	0	598.40	
Vendor Subtotal for Division:00					598.40	
31-00-00-53-3600	Russo Power Equipment Inc	SNOW SHOVELS/CALCIUM CHLO	03/13/2020	50476	318.75	
Vendor Subtotal for Division:00					318.75	
31-00-00-55-4300	In & Out Fitness Inc	INCENTIVE DRAW 2/3 - IN & OUT	03/31/2020	50530	5,512.25	
Vendor Subtotal for Division:00					5,512.25	
31-00-00-55-4300	Skincare - SC Inc	INCENTIVE DRAW 2/3 - SKINCARE	03/31/2020	50545	9,062.50	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			9,062.50	
		Subtotal for Fund: 31			15,570.63	
		Report Total:			949,138.19	



Village of River Forest

MONTHLY FINANCE REPORT Fiscal Year 2020 through March 31, 2020

This report includes financial information for Fiscal Year 2020 through March 31, 2020 which represents 91.67% of the fiscal year. A revenue and expenditure report by fund and account and an investment report for March 2020 are attached.

GENERAL FUND

Revenues, Expenditures and Changes in Fund Balance Fiscal Year 2020 through March 31, 2020

	2020		Percent
	Budget	Actual	Rec/ Exp
REVENUES			
Taxes			
Property Taxes	\$6,482,433	\$6,533,551	100.79%
General Sales Taxes	1,910,630	1,685,643	88.22%
Non Home Rule Sales Tax	873,027	763,835	87.49%
Utility Taxes	609,430	530,828	87.10%
Restaurant Tax	169,384	146,681	86.60%
Telecommunications Tax	260,514	217,146	83.35%
Real Estate Transfer Tax	119,369	118,603	99.36%
Cannabis State Excise Tax	0	785	0.00%
Intergovernmental Revenue			
Personal Property Replacement Tax	141,187	136,443	96.64%
Use Tax	354,152	353,540	99.83%
State Income Taxes	1,125,579	1,095,828	97.36%
Licenses and Permits	1,737,890	1,685,958	97.01%
Charges for Services			
Garbage Collections	1,093,840	914,137	83.57%
Other Charges for Services	757,721	698,813	92.23%
Fines	269,707	207,109	76.79%
Investment Income	115,550	118,607	102.65%
Grants and Contributions	38,531	40,292	104.57%
Miscellaneous Revenues	390,852	317,171	81.15%
TOTAL REVENUES	\$16,449,796	\$15,564,970	94.62%
EXPENDITURES			
Administration	\$ 1,531,807	\$ 1,457,951	95.18%
E911	454,984	322,492	70.88%
Boards & Commissions	47,272	41,510	87.81%
Building and Development	475,559	432,239	90.89%
Legal Services	172,000	161,634	93.97%
Police Department	6,405,183	5,488,596	85.69%
Fire Department	4,547,294	4,273,251	93.97%
Public Works	2,859,970	2,554,848	89.33%
Transfer to TIF	600,000	533,000	88.83%
TOTAL EXPENDITURES	\$17,094,069	\$15,265,521	89.30%
NET CHANGE IN FUND BALANCE	(\$644,273)	\$299,449	

Revenues

Fiscal year-to-date revenue collections are at 94.62% of the budgeted amount. Property Tax Revenue is at 100.79%. The majority of the second installment of the 2018 levy and the first installment of the 2019 levy

have been received. Sales tax revenues are slightly lower than expected at 88.22%. Real Estate Transfer Tax revenue is higher due to higher home values and real estate sales that take place in the summer months. Utility tax payments are typically elevated during the warmer summer (electric) and cooler winter (gas) months and vary based on weather conditions. The Village received its first month of tax revenue from the Cannabis State Excise tax. As of January 1, 2020, municipalities will receive a portion of the tax revenues generated by the sale of cannabis. These revenues are to be used for public safety.

The Income tax payments continue to be higher due to there being no change in the state's FY 2020 5% reduction and income tax collections for the first quarter of the year being higher than anticipated. The payment received in May is for April 2019 collections which is normally the highest revenue month. Income tax payments continue to exceed original forecasts. License and permit revenue includes spring building permit activity and annual vehicle sticker revenue. Permit fees associated with the Sheridan development at Chicago and Harlem are included in license and permit revenue. Vehicle stickers were required to be displayed by July 14th and a significant portion of that revenue is reflected in the report. In late December, citations were issued to non-compliant vehicles. Grants and Contributions include an ISEARCH grant, an IDOT Traffic Safety grant, a census grant and donations for the Sustainability Commission.

Expenditures

Expenditures are at 89.30% of the budgeted amount. Salaries and benefits, with the exception of overtime, include payment for services rendered through the end of the month. Other expenditures are slightly higher due to the transfer to the Madison Street TIF for the purchase of property. This will be repaid with incremental tax dollars. Other expenditures are lower because there is about a month lag between the time that goods are received or services are performed, and when the vendor payment is made for the goods or services. Payments made in May for goods received and services performed prior to May 1st were posted to the prior fiscal year.

WATER AND SEWER FUND **Revenues, Expenditures and Changes in Net Position** **Fiscal Year 2020 through March 31, 2020**

	2020		Percent
	Budget	Actual	Rec/Exp
Operating Revenues			
Permit Fees	\$ 17,480	\$ 18,650	106.69%
Water Sales	3,198,881	2,559,071	80.00%
Sewer Sales	2,075,695	1,679,293	80.90%
Water Penalties	29,010	27,784	95.77%
Miscellaneous	36,189	45,068	124.54%
Total Operating Revenues	<u>\$ 5,357,255</u>	<u>\$ 4,329,866</u>	<u>80.82%</u>
Operating Expenses			
Salaries and Benefits	\$ 1,178,732	\$ 1,084,953	92.04%
Contractual Services	574,271	375,126	65.32%
Water From Chicago	1,642,606	1,263,516	76.92%
Materials and Supplies	100,369	68,544	68.29%
Depreciation/Debt Service	1,272,146	917,146	72.09%
Transfer to CERF	106,986	98,070	91.67%
Operating Expenses including Depreciation	<u>\$ 4,875,110</u>	<u>\$ 3,807,355</u>	<u>78.10%</u>
Operating Revenues over Operating Exp	\$ 482,145	\$ 522,511	
Capital Improvements	<u>\$ (1,005,380)</u>	<u>\$ (348,752)</u>	34.69%
Total Revenues over Expenses	<u>\$ (523,235)</u>	<u>\$ 173,759</u>	

Water and Sewer revenues are as expected. An overall reduction in water consumption has been continuing throughout the year. Overall expenses are slightly lower but do reflect the semi-annual debt service payments. Contractual services and commodities are lower due to the delay in receiving and paying invoices. Personnel expenses are about on target. There is a one-month lag in payments to the City of Chicago for FY 2020 water usage. Materials and Supplies include the board approved flood barrier protection system that was purchased in May. Debt Service expenses include the semi-annual payments on the IEPA loan.

REVENUES AND EXPENDITURES VS. BUDGET – OTHER FUNDS

Fund #	Fund	Revenues			Expenditures		
		2020 Budget	2020 YTD Actual	% Rec	2020 Budget	2020 YTD Actual	% Exp
03	Motor Fuel Tax	\$ 305,317	\$ 393,465	128.87%	\$ 445,890	\$ 398,475	89.37%
05	Debt Service Fund	\$ 268,058	\$ 264,943	98.84%	\$ 259,961	\$ 259,461	99.81%
13	Cap Equipmnt Replcmnt	\$ 675,553	\$ 687,061	101.70%	\$ 350,042	\$ 275,379	78.67%
14	Capital Improvement	\$ 917,957	\$ 930,471	101.36%	\$ 2,257,120	\$ 1,675,313	74.22%
16	Economic Development	\$ 3,688	\$ 22,517	610.55%	\$ 190,529	\$ 181,175	95.09%
31	TIF-Madison	\$ 744,573	\$ 712,545	95.70%	\$ 603,576	\$ 609,289	100.95%
32	TIF-North	\$ 25,700	\$ 602	2.34%	\$ 17,000	\$ 1,564	9.20%
35	Infrastructure Imp Bond	\$ 2,500	\$ 527,800	21112.00%	\$ 318,311	\$ 289,652	91.00%

CASH AND INVESTMENTS

Fund #	Fund	Cash and Money Markets	IMET Convenience Fund	Investments	Total
1	General	\$ 1,972,404	\$ 19,788	\$ 2,711,591	\$ 4,703,783
3	Motor Fuel Tax	\$ 368,920	\$ -	\$ 150,000	\$ 518,920
5	Debt Service Fund	\$ 187,484	\$ 34,248	\$ -	\$ 221,732
13	Capital Equip Replacement	\$ 874,923	\$ 236,685	\$ 2,815,487	\$ 3,927,095
14	Capital Improvement	\$ 139,166	\$ 238	\$ 973,031	\$ 1,112,435
16	Economic Development Func	\$ 50,525	\$ -	\$ -	\$ 50,525
31	TIF-Madison Street	\$ 152,056	\$ -	\$ -	\$ 152,056
32	TIF- North Avenue	\$ 33,402	\$ -	\$ -	\$ 33,402
35	Infrastructure Imp Bond Fur	\$ 520,226	\$ -	\$ -	\$ 520,226
2	Water & Sewer	\$ 1,432,026	\$ 176,777	\$ 488,500	\$ 2,097,303
Total		\$ 5,731,132	\$ 467,736	\$ 7,138,609	\$ 13,337,477

MARCH 2020 FINANCE ACTIVITIES

1. Vehicle information was requested from the Illinois Secretary of State for the Vehicle Sticker database.
2. The proposed 2021 Budget was prepared.
3. The Finance Director and staff made adjustments to front counter operations due to the COVID-19 pandemic.
4. The IVR (Interactive Voice Response) system was updated to allow staff to receive payments from customers for building permits, licenses and real estate transfer tax stamps securely by phone in response to social distancing and CDC (Centers for Disease Controls and Prevention) guidelines.
5. The Assistant Finance Director attended a webinar regarding the new GASB 87 Lease Accounting.

General Ledger

Village of River Forest

User: rmcadams
 Printed: 4/8/2020 11:19:36 AM
 Period 11 - 11
 Fiscal Year 2020



Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01	General Fund							
00								
01-00-00-41-1000	Property Tax-Prior Years	3,133,282.00	3,157,325.98	0.00	1,797.93	3,159,123.91	-25,841.91	100.82
01-00-00-41-1021	Property Tax-Current Year	3,349,151.00	754,928.94	0.00	2,619,497.83	3,374,426.77	-25,275.77	100.75
	Property Taxes	6,482,433.00	3,912,254.92	0.00	2,621,295.76	6,533,550.68	-51,117.68	100.79
01-00-00-41-1150	Replacement Tax	141,187.00	131,750.42	0.00	4,692.35	136,442.77	4,744.23	96.64
01-00-00-41-1190	Restaurant Tax	169,384.00	134,482.02	0.00	12,199.40	146,681.42	22,702.58	86.60
01-00-00-41-1200	Sales Tax	1,910,630.00	1,522,542.82	0.00	163,100.42	1,685,643.24	224,986.76	88.22
01-00-00-41-1205	State Use Tax	354,152.00	307,389.74	0.00	46,150.75	353,540.49	611.51	99.83
01-00-00-41-1210	Non-Home Rule Sales Tax	873,027.00	688,952.83	0.00	74,882.44	763,835.27	109,191.73	87.49
01-00-00-41-1250	Income Tax	1,125,579.00	1,017,501.13	0.00	78,326.46	1,095,827.59	29,751.41	97.36
01-00-00-41-1450	Transfer Tax	119,369.00	99,877.36	0.00	18,726.00	118,603.36	765.64	99.36
01-00-00-41-1460	Communication Tax	260,514.00	196,880.60	0.00	20,265.26	217,145.86	43,368.14	83.35
01-00-00-41-1475	Utility Tax Elec	433,430.00	348,773.96	0.00	34,917.59	383,691.55	49,738.45	88.52
01-00-00-41-1480	Utility Tax Gas	176,000.00	121,329.62	25,805.99	51,611.98	147,135.61	28,864.39	83.60
01-00-00-41-1600	Cannabis State Excise Tax	0.00	0.00	0.00	784.96	784.96	-784.96	0.00
	Other Taxes	5,563,272.00	4,569,480.50	25,805.99	505,657.61	5,049,332.12	513,939.88	90.76
01-00-00-42-2115	Pet Licenses	2,240.00	930.00	0.00	0.00	930.00	1,310.00	41.52
01-00-00-42-2120	Vehicle Licenses	306,000.00	291,889.00	212.50	2,611.50	294,288.00	11,712.00	96.17
01-00-00-42-2345	Contractor's License Fees	80,300.00	64,336.00	0.00	5,850.00	70,186.00	10,114.00	87.40
01-00-00-42-2350	Business Licenses	17,400.00	7,440.00	0.00	5,272.50	12,712.50	4,687.50	73.06
01-00-00-42-2355	Tent Licenses	300.00	90.00	0.00	0.00	90.00	210.00	30.00
01-00-00-42-2360	Building Permits	999,740.00	941,768.91	1,100.00	31,803.72	972,472.63	27,267.37	97.27
01-00-00-42-2361	Plumbing Permits	42,375.00	35,805.00	0.00	3,525.00	39,330.00	3,045.00	92.81
01-00-00-42-2362	Electrical Permits	42,925.00	55,232.00	0.00	4,390.25	59,622.25	-16,697.25	138.90
01-00-00-42-2364	Reinspection Fees	5,000.00	3,375.00	0.00	600.00	3,975.00	1,025.00	79.50
01-00-00-42-2365	Bonfire Permits	60.00	90.00	0.00	0.00	90.00	-30.00	150.00
01-00-00-42-2366	Beekeeping Permit	150.00	0.00	0.00	0.00	0.00	150.00	0.00
01-00-00-42-2368	Solicitors Permits	1,200.00	950.00	0.00	0.00	950.00	250.00	79.17
01-00-00-42-2370	Film Crew License	5,600.00	2,600.00	0.00	400.00	3,000.00	2,600.00	53.57
01-00-00-42-2520	Liquor Licenses	25,000.00	26,200.00	0.00	100.00	26,300.00	-1,300.00	105.20

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-00-00-42-2570	CableVideo Svc Provider Fees	209,600.00	202,011.61	0.00	0.00	202,011.61	7,588.39	96.38
	Licenses & Permits	1,737,890.00	1,632,717.52	1,312.50	54,552.97	1,685,957.99	51,932.01	97.01
01-00-00-43-3065	Police Reports	2,200.00	1,806.00	0.00	110.00	1,916.00	284.00	87.09
01-00-00-43-3070	Fire Reports	500.00	250.00	0.00	0.00	250.00	250.00	50.00
01-00-00-43-3180	Garbage Collection	1,093,840.00	800,759.40	138.49	113,516.53	914,137.44	179,702.56	83.57
01-00-00-43-3185	Penalties on Garbage Fees	7,290.00	6,760.48	40.55	625.44	7,345.37	-55.37	100.76
01-00-00-43-3200	Metra Daily Parking	51,840.00	42,819.83	0.00	5,383.83	48,203.66	3,636.34	92.99
01-00-00-43-3220	Parking Lot Permit Fees	97,830.00	116,017.55	0.00	8,654.08	124,671.63	-26,841.63	127.44
01-00-00-43-3225	Administrative Towing Fees	129,052.00	84,700.00	100.00	6,100.00	90,700.00	38,352.00	70.28
01-00-00-43-3230	Animal Release Fees	0.00	500.00	500.00	0.00	0.00	0.00	0.00
01-00-00-43-3515	NSF Fees	200.00	25.00	0.00	0.00	25.00	175.00	12.50
01-00-00-43-3530	5050 Sidewalk Program	10,000.00	1,769.75	0.00	0.00	1,769.75	8,230.25	17.70
01-00-00-43-3536	Elevator Inspection Fees	4,250.00	3,850.00	250.00	850.00	4,450.00	-200.00	104.71
01-00-00-43-3537	Elevator Reinspection Fees	400.00	100.00	0.00	0.00	100.00	300.00	25.00
01-00-00-43-3540	ROW Encroachment Fees	0.00	1,100.00	0.00	100.00	1,200.00	-1,200.00	0.00
01-00-00-43-3550	Ambulance Fees	390,000.00	323,575.46	0.00	30,813.49	354,388.95	35,611.05	90.87
01-00-00-43-3554	CPR Fees	1,500.00	680.00	0.00	0.00	680.00	820.00	45.33
01-00-00-43-3557	Car Fire & Extrication Fee	1,000.00	500.00	0.00	0.00	500.00	500.00	50.00
01-00-00-43-3560	State Highway Maintenance	61,659.00	46,244.25	0.00	16,367.75	62,612.00	-953.00	101.55
	Charges for Services	1,851,561.00	1,431,457.72	1,029.04	182,521.12	1,612,949.80	238,611.20	87.11
01-00-00-44-4230	Police Tickets	162,354.00	145,757.99	50.00	10,512.78	156,220.77	6,133.23	96.22
01-00-00-44-4235	Prior Years Police Tickets	0.00	230.00	0.00	0.00	230.00	-230.00	0.00
01-00-00-44-4240	Automated Traffic Enf Fines	36,944.00	0.00	0.00	0.00	0.00	36,944.00	0.00
01-00-00-44-4300	Local Ordinance Tickets	4,791.00	2,083.57	0.00	0.00	2,083.57	2,707.43	43.49
01-00-00-44-4430	Court Fines	49,312.00	37,530.85	0.00	1,960.81	39,491.66	9,820.34	80.09
01-00-00-44-4435	DUI Fines	7,038.00	8,697.58	0.00	0.00	8,697.58	-1,659.58	123.58
01-00-00-44-4436	Drug Forfeiture Revenue	1,616.00	0.00	0.00	0.00	0.00	1,616.00	0.00
01-00-00-44-4439	Article 36 Forfeited Funds	2,652.00	0.00	0.00	0.00	0.00	2,652.00	0.00
01-00-00-44-4440	Building Construction Citation	5,000.00	385.00	0.00	0.00	385.00	4,615.00	7.70
	Fines & Forfeits	269,707.00	194,684.99	50.00	12,473.59	207,108.58	62,598.42	76.79
01-00-00-45-5100	Interest	115,550.00	96,478.98	0.00	15,105.88	111,584.86	3,965.14	96.57
01-00-00-45-5200	Net Change in Fair Value Interest	0.00	6,136.03	0.00	886.48	7,022.51	-7,022.51	0.00
		115,550.00	102,615.01	0.00	15,992.36	118,607.37	-3,057.37	102.65
01-00-00-46-6408	Cash OverShort	0.00	-20.30	0.00	2.00	-18.30	18.30	0.00
01-00-00-46-6410	Miscellaneous	29,300.00	109,247.40	0.00	100.00	109,347.40	-80,047.40	373.20
01-00-00-46-6411	Miscellaneous Public Safety	4,200.00	2,463.38	0.00	200.00	2,663.38	1,536.62	63.41

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-00-00-46-6412	Reimbursements-Crossing Guards	63,565.00	71,974.54	0.00	0.00	71,974.54	-8,409.54	113.23
01-00-00-46-6415	Reimbursement of Expenses	10,000.00	1,927.10	0.00	0.00	1,927.10	8,072.90	19.27
01-00-00-46-6417	IRMA Reimbursements	45,000.00	42,220.62	0.00	1,336.77	43,557.39	1,442.61	96.79
01-00-00-46-6510	T-Mobile Lease	36,000.00	30,000.00	0.00	6,000.00	36,000.00	0.00	100.00
01-00-00-46-6511	WSCDC Rental Income	51,787.00	47,343.98	0.00	4,375.54	51,719.52	67.48	99.87
01-00-00-46-8001	IRMA Excess	150,000.00	0.00	0.00	0.00	0.00	150,000.00	0.00
	Miscellaneous	389,852.00	305,156.72	0.00	12,014.31	317,171.03	72,680.97	81.36
01-00-00-46-6521	Law Enforcement Training Reimb	5,700.00	0.00	0.00	0.00	0.00	5,700.00	0.00
01-00-00-46-6524	ISEARCH Grant	8,925.00	8,925.00	0.00	0.00	8,925.00	0.00	100.00
01-00-00-46-6525	Bullet Proof Vest Reimb-DOJ	3,833.00	505.37	0.00	503.70	1,009.07	2,823.93	26.33
01-00-00-46-6528	IDOT Traffic Safety Grant	19,323.00	3,688.45	0.00	1,369.95	5,058.40	14,264.60	26.18
01-00-00-46-6532	Grants	0.00	800.00	0.00	12,500.00	13,300.00	-13,300.00	0.00
01-00-00-46-6615	MABAS Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-00-46-6620	State Fire Marshal Training	750.00	0.00	0.00	0.00	0.00	750.00	0.00
01-00-00-46-7388	Sustainability Comm Donations	0.00	12,000.00	0.00	0.00	12,000.00	-12,000.00	0.00
	Grants & Contributions	38,531.00	25,918.82	0.00	14,373.65	40,292.47	-1,761.47	104.57
01-00-00-48-8000	Sale of Property	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	Other Financing Sources	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
00		<u>16,449,796.00</u>	<u>12,174,286.20</u>	<u>28,197.53</u>	<u>3,418,881.37</u>	<u>15,564,970.04</u>	<u>884,825.96</u>	<u>94.62</u>
	Revenue	16,449,796.00	12,174,286.20	28,197.53	3,418,881.37	15,564,970.04	884,825.96	94.62
10	Administration							
01-10-00-51-0200	Salaries Regular	609,766.00	509,498.88	52,118.99	0.00	561,617.87	48,148.13	92.10
01-10-00-51-1700	Overtime	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-10-00-51-1950	Insurance Refusal Reimb	1,068.00	800.00	12.50	0.00	812.50	255.50	76.08
	Personal Services	611,334.00	510,298.88	52,131.49	0.00	562,430.37	48,903.63	92.00
01-10-00-52-0100	ICMA Retirement Contract	13,320.00	11,099.93	1,109.98	0.00	12,209.91	1,110.09	91.67
01-10-00-52-0320	FICA	33,592.00	26,319.53	3,236.40	0.00	29,555.93	4,036.07	87.99
01-10-00-52-0325	Medicare	9,161.00	7,511.59	756.91	0.00	8,268.50	892.50	90.26
01-10-00-52-0330	IMRF	57,058.00	48,497.62	5,647.23	0.00	54,144.85	2,913.15	94.89
01-10-00-52-0350	Employee Assistance Program	1,850.00	1,827.27	0.00	0.00	1,827.27	22.73	98.77

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-10-00-52-0375	Fringe Benefits	9,600.00	8,117.50	815.00	0.00	8,932.50	667.50	93.05
01-10-00-52-0400	Health Insurance	58,421.00	52,209.07	7,280.38	994.85	58,494.60	-73.60	100.13
01-10-00-52-0420	Health Insurance - Retirees	8,594.00	6,495.59	1,350.77	0.00	7,846.36	747.64	91.30
01-10-00-52-0425	Life Insurance	771.00	632.34	88.00	24.24	696.10	74.90	90.29
01-10-00-52-0430	VEBA Contributions	14,644.00	14,473.99	0.00	0.00	14,473.99	170.01	98.84
01-10-00-52-0500	Wellness Program	1,650.00	3,020.65	0.00	0.00	3,020.65	-1,370.65	183.07
	Benefits	208,661.00	180,205.08	20,284.67	1,019.09	199,470.66	9,190.34	95.60
01-10-00-53-0200	Communications	23,160.00	17,618.92	2,696.37	0.00	20,315.29	2,844.71	87.72
01-10-00-53-0300	Audit Services	20,770.00	21,857.50	0.00	0.00	21,857.50	-1,087.50	105.24
01-10-00-53-0350	Actuarial Services	9,000.00	6,405.00	0.00	0.00	6,405.00	2,595.00	71.17
01-10-00-53-0380	Consulting Services	110,000.00	70,585.51	3,778.75	0.00	74,364.26	35,635.74	67.60
01-10-00-53-0410	IT Support	93,278.00	104,344.99	15,048.75	0.00	119,393.74	-26,115.74	128.00
01-10-00-53-0429	Vehicle Sticker Program	15,580.00	16,010.49	500.00	0.00	16,510.49	-930.49	105.97
01-10-00-53-1100	HealthInspection Services	15,500.00	11,587.50	0.00	0.00	11,587.50	3,912.50	74.76
01-10-00-53-1250	Unemployment Claims	1,500.00	32,125.61	0.00	0.00	32,125.61	-30,625.61	2,141.71
01-10-00-53-2100	Bank Fees	12,767.00	9,086.09	617.83	0.00	9,703.92	3,063.08	76.01
01-10-00-53-2200	Liability Insurance	275,366.00	223,363.16	23,228.88	0.00	246,592.04	28,773.96	89.55
01-10-00-53-2250	IRMA Liability Deductible	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
01-10-00-53-3300	Maint of Office Equipment	11,041.00	9,048.60	992.62	0.00	10,041.22	999.78	90.94
01-10-00-53-4100	Training	7,000.00	8,933.24	110.00	60.00	8,983.24	-1,983.24	128.33
01-10-00-53-4250	Travel & Meeting	12,580.00	12,792.11	0.00	0.00	12,792.11	-212.11	101.69
01-10-00-53-4300	Dues & Subscriptions	31,840.00	32,896.64	419.63	0.00	33,316.27	-1,476.27	104.64
01-10-00-53-4350	Printing	2,900.00	4,395.26	445.38	0.00	4,840.64	-1,940.64	166.92
01-10-00-53-4400	Medical & Screening	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
01-10-00-53-5300	AdvertisingLegal Notice	2,100.00	1,069.00	0.00	0.00	1,069.00	1,031.00	50.90
01-10-00-53-5600	Community and Emp Programs	11,500.00	27,728.48	12,889.83	75.00	40,543.31	-29,043.31	352.55
	Contractual Services	682,382.00	609,848.10	60,728.04	135.00	670,441.14	11,940.86	98.25
01-10-00-54-0100	Office Supplies	15,930.00	11,750.01	598.97	0.00	12,348.98	3,581.02	77.52
01-10-00-54-0150	Office Equipment	3,000.00	1,804.72	0.00	0.00	1,804.72	1,195.28	60.16
01-10-00-54-1300	Postage	10,500.00	7,938.16	3,517.00	0.00	11,455.16	-955.16	109.10
	Materials & Supplies	29,430.00	21,492.89	4,115.97	0.00	25,608.86	3,821.14	87.02
01-10-00-57-5031	Transfer to TIF-Madison	575,000.00	533,000.00	0.00	0.00	533,000.00	42,000.00	92.70
01-10-00-57-5032	Transfer to TIF-North	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
	Other Financing Uses	600,000.00	533,000.00	0.00	0.00	533,000.00	67,000.00	88.83
10	Administration	2,131,807.00	1,854,844.95	137,260.17	1,154.09	1,990,951.03	140,855.97	93.39
14	E911							
01-14-00-53-0380	Consulting Services	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
01-14-00-53-0410	IT Support	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00	100.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-14-00-53-3100	Maintenance of Equipment	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-14-00-53-4100	Training	1,050.00	0.00	0.00	0.00	0.00	1,050.00	0.00
01-14-00-53-4250	Travel & Meeting	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
01-14-00-53-4275	WSCDC Contribution	435,434.00	303,615.09	10,877.37	0.00	314,492.46	120,941.54	72.23
01-14-00-53-4277	Citizens Corps Council	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
01-14-00-53-4278	Medical Reserve Corp	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Contractual Services	454,984.00	311,615.09	10,877.37	0.00	322,492.46	132,491.54	70.88
14	E911	454,984.00	311,615.09	10,877.37	0.00	322,492.46	132,491.54	70.88
15	Boards and Commissions							
01-15-00-52-0320	FICA	248.00	180.17	37.84	0.00	218.01	29.99	87.91
01-15-00-52-0325	Medicare	58.00	42.14	8.85	0.00	50.99	7.01	87.91
01-15-00-52-0330	IMRF	366.00	275.69	66.75	0.00	342.44	23.56	93.56
01-15-00-52-0375	Fringe Benefits	600.00	500.00	50.00	0.00	550.00	50.00	91.67
	Benefits	1,272.00	998.00	163.44	0.00	1,161.44	110.56	91.31
01-15-00-53-0380	Consulting Services	15,000.00	8,628.46	0.00	0.00	8,628.46	6,371.54	57.52
01-15-00-53-0400	Secretarial Services	4,000.00	2,905.99	610.14	0.00	3,516.13	483.87	87.90
01-15-00-53-0420	Legal Services	6,000.00	12,954.99	490.00	0.00	13,444.99	-7,444.99	224.08
01-15-00-53-4100	Training	1,000.00	2,000.00	0.00	0.00	2,000.00	-1,000.00	200.00
01-15-00-53-4250	Travel & Meeting	200.00	48.21	0.00	0.00	48.21	151.79	24.11
01-15-00-53-4300	Dues & Subscriptions	375.00	375.00	0.00	0.00	375.00	0.00	100.00
01-15-00-53-4400	Medical & Screening	3,000.00	5,873.25	670.00	0.00	6,543.25	-3,543.25	218.11
01-15-00-53-4450	Testing	15,000.00	3,958.96	0.00	0.00	3,958.96	11,041.04	26.39
01-15-00-53-5300	AdvertisingLegal Notice	1,250.00	1,652.00	182.00	0.00	1,834.00	-584.00	146.72
	Contractual Services	45,825.00	38,396.86	1,952.14	0.00	40,349.00	5,476.00	88.05
01-15-00-54-0100	Office Supplies	150.00	0.00	0.00	0.00	0.00	150.00	0.00
01-15-00-54-1300	Postage	25.00	0.00	0.00	0.00	0.00	25.00	0.00
	Materials & Supplies	175.00	0.00	0.00	0.00	0.00	175.00	0.00
15	Boards and Commissions	47,272.00	39,394.86	2,115.58	0.00	41,510.44	5,761.56	87.81
20	Building and Development							
01-20-00-51-0200	Full-Time Salaries	267,371.00	216,613.08	20,812.65	0.00	237,425.73	29,945.27	88.80
01-20-00-51-1700	Overtime	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-51-1950	Insurance Refusal Reimbursemnt	1,373.00	1,125.00	112.50	0.00	1,237.50	135.50	90.13
	Personal Services	269,244.00	217,738.08	20,925.15	0.00	238,663.23	30,580.77	88.64

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-20-00-52-0320	FICA	15,961.00	12,782.36	1,273.97	0.00	14,056.33	1,904.67	88.07
01-20-00-52-0325	Medicare	3,909.00	3,079.19	297.95	0.00	3,377.14	531.86	86.39
01-20-00-52-0330	IMRF	24,556.00	19,930.06	2,224.68	0.00	22,154.74	2,401.26	90.22
01-20-00-52-0375	Fringe Benefits	1,980.00	1,590.00	125.00	0.00	1,715.00	265.00	86.62
01-20-00-52-0400	Health Insurance	38,135.00	31,366.26	3,557.39	337.41	34,586.24	3,548.76	90.69
01-20-00-52-0425	Life Insurance	147.00	112.00	8.96	4.48	116.48	30.52	79.24
01-20-00-52-0430	VEBA Contributions	8,817.00	6,090.87	0.00	0.00	6,090.87	2,726.13	69.08
	Benefits	93,505.00	74,950.74	7,487.95	341.89	82,096.80	11,408.20	87.80
01-20-00-53-0370	Professional Services	10,750.00	8,570.23	0.00	0.00	8,570.23	2,179.77	79.72
01-20-00-53-1300	Inspection Services	67,625.00	50,152.50	3,880.00	0.00	54,032.50	13,592.50	79.90
01-20-00-53-1305	Plan Review Services	30,000.00	42,500.75	4,419.57	0.00	46,920.32	-16,920.32	156.40
01-20-00-53-3200	Vehicle Maintenance	400.00	224.08	0.00	0.00	224.08	175.92	56.02
01-20-00-53-4100	Training	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-53-4300	Dues & Subscriptions	860.00	67.50	0.00	0.00	67.50	792.50	7.85
	Contractual Services	110,135.00	101,515.06	8,299.57	0.00	109,814.63	320.37	99.71
01-20-00-54-0100	Office Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-54-0150	Office Equipment	150.00	0.00	0.00	0.00	0.00	150.00	0.00
01-20-00-54-0200	Gas & Oil	85.00	344.02	0.00	0.00	344.02	-259.02	404.73
01-20-00-54-0600	Operating Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Materials & Supplies	1,235.00	344.02	0.00	0.00	344.02	890.98	27.86
01-20-00-57-5013	Transfer to CERF	1,440.00	1,200.00	120.00	0.00	1,320.00	120.00	91.67
	Other Financing Uses	<u>1,440.00</u>	<u>1,200.00</u>	<u>120.00</u>	<u>0.00</u>	<u>1,320.00</u>	<u>120.00</u>	<u>91.67</u>
20	Building and Development	475,559.00	395,747.90	36,832.67	341.89	432,238.68	43,320.32	90.89
30	Legal Services							
01-30-00-53-0420	Labor and Employment Legal Svc	50,000.00	35,567.50	357.50	0.00	35,925.00	14,075.00	71.85
01-30-00-53-0425	Village Attorney	110,000.00	98,244.37	17,459.95	0.00	115,704.32	-5,704.32	105.19
01-30-00-53-0426	Village Prosecutor	12,000.00	9,003.00	1,001.20	0.00	10,004.20	1,995.80	83.37
	Contractual Services	<u>172,000.00</u>	<u>142,814.87</u>	<u>18,818.65</u>	<u>0.00</u>	<u>161,633.52</u>	<u>10,366.48</u>	<u>93.97</u>
30	Legal Services	172,000.00	142,814.87	18,818.65	0.00	161,633.52	10,366.48	93.97
40	Police Department							
01-40-00-51-0100	Salaries Sworn	2,892,596.00	2,167,006.84	217,565.99	0.00	2,384,572.83	508,023.17	82.44
01-40-00-51-0200	Salaries Regular	129,684.00	110,356.23	10,834.42	0.00	121,190.65	8,493.35	93.45
01-40-00-51-1500	Specialist Pay	40,333.00	28,438.75	2,471.60	0.00	30,910.35	9,422.65	76.64
01-40-00-51-1600	Holiday Pay	130,329.00	62,154.12	0.00	0.00	62,154.12	68,174.88	47.69
01-40-00-51-1700	Overtime	180,250.00	127,172.08	15,331.96	0.00	142,504.04	37,745.96	79.06
01-40-00-51-1727	IDOT STEP Overtime	19,323.00	5,387.65	0.00	0.00	5,387.65	13,935.35	27.88

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-40-00-51-1800	Educational Incentives	36,800.00	0.00	0.00	0.00	0.00	36,800.00	0.00
01-40-00-51-1950	Insurance Refusal Reim	925.00	900.00	150.00	0.00	1,050.00	-125.00	113.51
01-40-00-51-3000	Part-Time Salaries	48,478.00	25,297.88	3,071.84	0.00	28,369.72	20,108.28	58.52
	Personal Services	3,478,718.00	2,526,713.55	249,425.81	0.00	2,776,139.36	702,578.64	79.80
01-40-00-52-0320	FICA	12,164.00	8,192.43	837.95	0.00	9,030.38	3,133.62	74.24
01-40-00-52-0325	Medicare	47,955.00	34,459.54	3,382.91	0.00	37,842.45	10,112.55	78.91
01-40-00-52-0330	IMRF	15,453.00	11,859.46	1,420.25	0.00	13,279.71	2,173.29	85.94
01-40-00-52-0375	Fringe Benefits	1,800.00	1,000.00	100.00	0.00	1,100.00	700.00	61.11
01-40-00-52-0400	Health Insurance	481,615.00	383,520.28	44,667.09	6,829.06	421,358.31	60,256.69	87.49
01-40-00-52-0420	Health Insurance - Retirees	91,713.00	86,459.05	20,898.95	13,188.23	94,169.77	-2,456.77	102.68
01-40-00-52-0425	Life Insurance	2,131.00	1,782.21	511.23	343.24	1,950.20	180.80	91.52
01-40-00-52-0430	VEBA Contributions	79,638.00	61,526.58	0.00	0.00	61,526.58	18,111.42	77.26
01-40-00-53-0009	Contribution to Police Pension	1,584,000.00	948,118.85	607,729.33	0.00	1,555,848.18	28,151.82	98.22
	Benefits	2,316,469.00	1,536,918.40	679,547.71	20,360.53	2,196,105.58	120,363.42	94.80
01-40-00-53-0200	Communications	3,148.00	2,529.31	206.01	0.00	2,735.32	412.68	86.89
01-40-00-53-0385	Administrative Adjudication	23,740.00	13,884.00	1,550.00	0.00	15,434.00	8,306.00	65.01
01-40-00-53-0410	IT Support	15,766.00	5,795.76	2,118.31	0.00	7,914.07	7,851.93	50.20
01-40-00-53-0430	Animal Control	2,500.00	750.00	60.00	0.00	810.00	1,690.00	32.40
01-40-00-53-3100	Maint of Equipment	15,316.00	2,266.28	0.00	0.00	2,266.28	13,049.72	14.80
01-40-00-53-3200	Maintenance of Vehicles	47,131.00	30,998.90	3,044.76	0.00	34,043.66	13,087.34	72.23
01-40-00-53-3600	Maintenance of Buildings	1,000.00	667.41	0.00	0.00	667.41	332.59	66.74
01-40-00-53-4100	Training	32,960.00	26,284.55	930.84	500.00	26,715.39	6,244.61	81.05
01-40-00-53-4200	Community Support Services	88,700.00	84,862.61	8,726.40	0.00	93,589.01	-4,889.01	105.51
01-40-00-53-4250	Travel & Meeting	4,450.00	462.27	0.00	0.00	462.27	3,987.73	10.39
01-40-00-53-4300	Dues & Subscriptions	8,303.00	9,924.08	100.00	0.00	10,024.08	-1,721.08	120.73
01-40-00-53-4350	Printing	5,500.00	4,602.27	0.00	0.00	4,602.27	897.73	83.68
01-40-00-53-4400	Medical & Screening	5,465.00	213.00	115.00	0.00	328.00	5,137.00	6.00
01-40-00-53-5400	Damage Claims	5,000.00	7,663.83	0.00	0.00	7,663.83	-2,663.83	153.28
	Contractual Services	258,979.00	190,904.27	16,851.32	500.00	207,255.59	51,723.41	80.03
01-40-00-54-0100	Office Supplies	10,000.00	6,612.35	354.38	0.00	6,966.73	3,033.27	69.67
01-40-00-54-0150	Equipment	26,244.00	19,968.00	19,968.00	0.00	39,936.00	-13,692.00	152.17
01-40-00-54-0200	Gas & Oil	44,449.00	34,206.05	2,797.00	0.00	37,003.05	7,445.95	83.25
01-40-00-54-0300	Uniforms Sworn Personnel	27,683.00	21,935.48	0.00	0.00	21,935.48	5,747.52	79.24
01-40-00-54-0310	Uniforms Other Personnel	1,200.00	84.99	0.00	0.00	84.99	1,115.01	7.08
01-40-00-54-0400	Prisoner Care	3,540.00	2,071.82	121.44	0.00	2,193.26	1,346.74	61.96
01-40-00-54-0600	Operating Supplies	6,268.00	3,128.46	0.00	0.00	3,128.46	3,139.54	49.91
01-40-00-54-0601	Radios	8,350.00	640.00	1,481.19	0.00	2,121.19	6,228.81	25.40
01-40-00-54-0602	Firearms and Range Supplies	17,640.00	15,511.26	0.00	0.00	15,511.26	2,128.74	87.93
01-40-00-54-0603	Evidence Supplies	7,650.00	3,394.68	0.00	0.00	3,394.68	4,255.32	44.37
01-40-00-54-0605	DUI Expenditures	7,038.00	823.63	2,657.18	0.00	3,480.81	3,557.19	49.46

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-40-00-54-0610	Drug Forfeiture Expenditures	1,616.00	2,210.00	0.00	0.00	2,210.00	-594.00	136.76
01-40-00-54-0615	Article 36 Exp	2,652.00	0.00	0.00	0.00	0.00	2,652.00	0.00
	Materials & Supplies	164,330.00	110,586.72	27,379.19	0.00	137,965.91	26,364.09	83.96
01-40-00-57-5013	Transfer to CERF	186,687.00	155,572.50	15,557.25	0.00	171,129.75	15,557.25	91.67
	Other Financing Uses	186,687.00	155,572.50	15,557.25	0.00	171,129.75	15,557.25	91.67
40	Police Department	6,405,183.00	4,520,695.44	988,761.28	20,860.53	5,488,596.19	916,586.81	85.69
50	Fire Department							
01-50-00-51-0100	Salaries Sworn	1,839,755.00	1,556,901.39	146,903.58	0.00	1,703,804.97	135,950.03	92.61
01-50-00-51-0200	Salaries Regular	81,838.00	70,282.54	7,057.60	0.00	77,340.14	4,497.86	94.50
01-50-00-51-1500	Specialist Pay	138,016.00	120,356.15	11,678.26	0.00	132,034.41	5,981.59	95.67
01-50-00-51-1600	Holiday Pay	76,499.00	38,299.78	0.00	0.00	38,299.78	38,199.22	50.07
01-50-00-51-1700	Overtime	140,000.00	142,860.88	17,740.88	0.00	160,601.76	-20,601.76	114.72
01-50-00-51-1750	Compensated Absences-Retiremt	0.00	126.94	0.00	0.00	126.94	-126.94	0.00
01-50-00-51-1800	Educational Incentives	14,800.00	15,000.00	0.00	0.00	15,000.00	-200.00	101.35
01-50-00-51-1950	Insurance Refusal Reimb	1,525.00	750.00	125.00	0.00	875.00	650.00	57.38
01-50-00-51-3000	Part-Time Salaries	32,473.00	24,115.08	2,332.24	0.00	26,447.32	6,025.68	81.44
	Personal Services	2,324,906.00	1,968,692.76	185,837.56	0.00	2,154,530.32	170,375.68	92.67
01-50-00-52-0320	FICA	7,124.00	5,545.61	545.13	0.00	6,090.74	1,033.26	85.50
01-50-00-52-0325	Medicare	33,724.00	27,349.21	2,573.32	0.00	29,922.53	3,801.47	88.73
01-50-00-52-0330	IMRF	10,459.00	8,479.72	961.90	0.00	9,441.62	1,017.38	90.27
01-50-00-52-0375	Fringe Benefits	1,200.00	1,000.00	100.00	0.00	1,100.00	100.00	91.67
01-50-00-52-0400	Health Insurance	275,822.00	242,910.23	28,141.06	4,249.08	266,802.21	9,019.79	96.73
01-50-00-52-0420	Health Insurance - Retirees	35,225.00	32,839.80	10,326.31	7,844.86	35,321.25	-96.25	100.27
01-50-00-52-0425	Life Insurance	1,456.00	1,107.26	284.12	175.90	1,215.48	240.52	83.48
01-50-00-52-0430	VEBA Contributions	57,192.00	46,747.93	0.00	0.00	46,747.93	10,444.07	81.74
01-50-00-53-0010	Contribution to Fire Pension	1,464,017.00	917,202.69	547,446.73	0.00	1,464,649.42	-632.42	100.04
	Benefits	1,886,219.00	1,283,182.45	590,378.57	12,269.84	1,861,291.18	24,927.82	98.68
01-50-00-53-0200	Communications	2,300.00	962.04	253.27	0.00	1,215.31	1,084.69	52.84
01-50-00-53-0410	IT Support	7,126.00	795.00	300.00	0.00	1,095.00	6,031.00	15.37
01-50-00-53-3100	Maintenance of Equipment	8,050.00	6,843.10	0.00	0.00	6,843.10	1,206.90	85.01
01-50-00-53-3200	Maintenance of Vehicles	34,250.00	38,005.97	0.00	630.61	37,375.36	-3,125.36	109.13
01-50-00-53-3300	Maint of Office Equipment	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-50-00-53-3600	Maintenance of Buildings	3,500.00	685.21	518.15	0.00	1,203.36	2,296.64	34.38
01-50-00-53-4100	Training	24,500.00	4,553.38	175.00	0.00	4,728.38	19,771.62	19.30
01-50-00-53-4200	Community Support Services	16,300.00	12,091.30	0.00	0.00	12,091.30	4,208.70	74.18

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-50-00-53-4250	Travel & Meeting	3,950.00	670.09	93.34	0.00	763.43	3,186.57	19.33
01-50-00-53-4300	Dues & Subscriptions	3,700.00	2,369.13	1,795.50	0.00	4,164.63	-464.63	112.56
01-50-00-53-4400	Medical & Screening	15,000.00	450.00	0.00	0.00	450.00	14,550.00	3.00
	Contractual Services	119,176.00	67,425.22	3,135.26	630.61	69,929.87	49,246.13	58.68
01-50-00-54-0100	Office Supplies	1,500.00	545.79	0.00	0.00	545.79	954.21	36.39
01-50-00-54-0200	Gas & Oil	13,234.00	10,540.01	837.51	0.00	11,377.52	1,856.48	85.97
01-50-00-54-0300	Uniforms Sworn Personnel	18,450.00	6,154.44	0.00	0.00	6,154.44	12,295.56	33.36
01-50-00-54-0600	Operating Supplies	23,300.00	20,550.28	1,738.36	0.00	22,288.64	1,011.36	95.66
	Materials & Supplies	56,484.00	37,790.52	2,575.87	0.00	40,366.39	16,117.61	71.47
01-50-00-57-5013	Transfer to CERF	160,509.00	133,757.50	13,375.75	0.00	147,133.25	13,375.75	91.67
	Other Financing Uses	160,509.00	133,757.50	13,375.75	0.00	147,133.25	13,375.75	91.67
50	Fire Department	4,547,294.00	3,490,848.45	795,303.01	12,900.45	4,273,251.01	274,042.99	93.97
60	Public Works							
01-60-01-51-0200	Salaries Regular	509,854.00	413,798.13	48,005.53	0.00	461,803.66	48,050.34	90.58
01-60-01-51-1500	Certification Pay	7,950.00	7,650.00	0.00	0.00	7,650.00	300.00	96.23
01-60-01-51-1700	Overtime	50,000.00	56,619.75	1,359.83	0.00	57,979.58	-7,979.58	115.96
01-60-01-51-1950	Insurance Refusal Reim	8.00	0.00	0.00	0.00	0.00	8.00	0.00
01-60-01-51-3000	Part-Time Salaries	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
	Personal Services	575,812.00	478,067.88	49,365.36	0.00	527,433.24	48,378.76	91.60
01-60-01-52-0320	FICA	34,941.00	28,749.35	3,027.51	0.00	31,776.86	3,164.14	90.94
01-60-01-52-0325	Medicare	8,339.00	6,862.98	708.00	0.00	7,570.98	768.02	90.79
01-60-01-52-0330	IMRF	51,580.00	45,024.89	5,305.85	0.00	50,330.74	1,249.26	97.58
01-60-01-52-0375	Fringe Benefits	4,140.00	3,917.00	396.00	0.00	4,313.00	-173.00	104.18
01-60-01-52-0400	Health Insurance	138,233.00	111,468.94	6,675.51	675.91	117,468.54	20,764.46	84.98
01-60-01-52-0420	Health Insurance - Retirees	14,947.00	13,831.88	3,768.12	1,020.43	16,579.57	-1,632.57	110.92
01-60-01-52-0425	Life Insurance	265.00	206.02	88.27	68.24	226.05	38.95	85.30
01-60-01-52-0430	VEBA Contributions	6,330.00	6,354.52	0.00	0.00	6,354.52	-24.52	100.39
	Benefits	258,775.00	216,415.58	19,969.26	1,764.58	234,620.26	24,154.74	90.67
01-60-01-53-0200	Communications	1,210.00	605.65	18.02	0.00	623.67	586.33	51.54
01-60-01-53-0380	Consulting Services	23,000.00	270.00	5,000.00	0.00	5,270.00	17,730.00	22.91
01-60-01-53-0410	IT Support	21,100.00	17,327.23	1,745.87	0.00	19,073.10	2,026.90	90.39
01-60-01-53-1310	Julie Notifications	1,000.00	878.21	0.00	0.00	878.21	121.79	87.82
01-60-01-53-3100	Maintenance of Equipment	3,500.00	419.26	176.01	0.00	595.27	2,904.73	17.01
01-60-01-53-3200	Maintenance of Vehicles	25,500.00	13,541.13	818.23	0.00	14,359.36	11,140.64	56.31
01-60-01-53-3400	Maintenance TrafficSt Lights	73,380.00	49,766.96	4,218.19	0.00	53,985.15	19,394.85	73.57
01-60-01-53-3550	Tree Maintenance	98,500.00	118,006.50	0.00	0.00	118,006.50	-19,506.50	119.80
01-60-01-53-3600	Maintenance of Bldgs &	74,550.00	70,711.82	2,854.85	0.00	73,566.67	983.33	98.68

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
	Grounds							
01-60-01-53-3610	Maintenance Sidewalks	55,000.00	55,088.78	0.00	0.00	55,088.78	-88.78	100.16
01-60-01-53-3620	Maintenance Streets	123,000.00	132,551.44	0.00	0.00	132,551.44	-9,551.44	107.77
01-60-01-53-4100	Training	1,200.00	316.40	0.00	0.00	316.40	883.60	26.37
01-60-01-53-4250	Travel & Meeting	6,460.00	1,852.40	0.00	0.00	1,852.40	4,607.60	28.67
01-60-01-53-4300	Dues & Subscriptions	2,310.00	5,978.00	0.00	0.00	5,978.00	-3,668.00	258.79
01-60-01-53-4400	Medical & Screening	1,300.00	989.00	0.00	0.00	989.00	311.00	76.08
01-60-01-53-5300	AdvertisingLegal Notice	1,000.00	1,087.64	294.00	0.00	1,381.64	-381.64	138.16
01-60-01-53-5350	Dumping Fees	13,000.00	6,130.62	147.21	0.00	6,277.83	6,722.17	48.29
01-60-01-53-5400	Damage Claims	25,000.00	29,779.05	5,389.31	0.00	35,168.36	-10,168.36	140.67
01-60-01-53-5450	St Light Electricity	31,500.00	20,755.31	1,912.61	0.00	22,667.92	8,832.08	71.96
01-60-05-53-5500	Collection & Disposal	1,093,840.00	823,202.50	91,473.95	0.00	914,676.45	179,163.55	83.62
01-60-05-53-5510	Leaf Disposal	66,500.00	88,658.33	0.00	0.00	88,658.33	-22,158.33	133.32
	Contractual Services	1,741,850.00	1,437,916.23	114,048.25	0.00	1,551,964.48	189,885.52	89.10
01-60-01-54-0100	Office Supplies	1,000.00	388.00	254.13	0.00	642.13	357.87	64.21
01-60-01-54-0200	Gas & Oil	21,354.00	13,868.55	1,517.59	0.00	15,386.14	5,967.86	72.05
01-60-01-54-0310	Uniforms	5,450.00	2,543.13	1,449.22	0.00	3,992.35	1,457.65	73.25
01-60-01-54-0500	Vehicle Parts	10,000.00	6,481.55	94.05	0.00	6,575.60	3,424.40	65.76
01-60-01-54-0600	Operating Supplies & Equipment	36,370.00	29,126.36	1,422.69	0.00	30,549.05	5,820.95	84.00
01-60-01-54-0800	Trees	36,000.00	29,655.80	0.00	0.00	29,655.80	6,344.20	82.38
01-60-01-54-2100	Snow & Ice Control	64,700.00	45,811.90	9,070.94	0.00	54,882.84	9,817.16	84.83
01-60-05-54-0600	Operating Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Materials & Supplies	175,374.00	127,875.29	13,808.62	0.00	141,683.91	33,690.09	80.79
01-60-01-57-5013	Transfer to CERF	108,159.00	90,132.50	9,013.25	0.00	99,145.75	9,013.25	91.67
	Other Financing Uses	108,159.00	90,132.50	9,013.25	0.00	99,145.75	9,013.25	91.67
60	Public Works	2,859,970.00	2,350,407.48	206,204.74	1,764.58	2,554,847.64	305,122.36	89.33
	Expense	17,094,069.00	13,106,369.04	2,196,173.47	37,021.54	15,265,520.97	1,828,548.03	89.30
01	General Fund	644,273.00	932,082.84	2,224,371.00	3,455,902.91	-299,449.07	943,722.07	-46.48

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
02	Water & Sewer Fund							
00								
02-00-00-42-2360	Permit Fees	17,480.00	16,400.00	0.00	2,250.00	18,650.00	-1,170.00	106.69
	Licenses & Permits	17,480.00	16,400.00	0.00	2,250.00	18,650.00	-1,170.00	106.69
02-00-00-43-3100	Water Sales	3,198,881.00	2,317,250.35	1,046.62	242,867.22	2,559,070.95	639,810.05	80.00
02-00-00-43-3150	Sewer Sales	2,075,695.00	1,520,051.28	597.13	159,838.67	1,679,292.82	396,402.18	80.90
02-00-00-43-3160	Water Penalties	29,010.00	29,223.35	3,544.11	2,104.99	27,784.23	1,225.77	95.77
02-00-00-43-3515	NSF Fees	200.00	0.00	0.00	0.00	0.00	200.00	0.00
	Charges for Services	5,303,786.00	3,866,524.98	5,187.86	404,810.88	4,266,148.00	1,037,638.00	80.44
02-00-00-45-5100	Interest	18,989.00	30,987.73	0.00	1,569.76	32,557.49	-13,568.49	171.45
02-00-00-45-5200	Net Change in Fair Value	0.00	-100.00	0.00	0.00	-100.00	100.00	0.00
	Interest	18,989.00	30,887.73	0.00	1,569.76	32,457.49	-13,468.49	170.93
02-00-00-46-6410	Miscellaneous	5,000.00	900.00	0.00	0.00	900.00	4,100.00	18.00
02-00-00-46-6417	IRMA	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
	Reimbursements							
02-00-00-46-6580	Sale of Meters	10,000.00	10,578.00	0.00	1,133.00	11,711.00	-1,711.00	117.11
	Miscellaneous	17,000.00	11,478.00	0.00	1,133.00	12,611.00	4,389.00	74.18
00		5,357,255.00	3,925,290.71	5,187.86	409,763.64	4,329,866.49	1,027,388.51	80.82
	Revenue	5,357,255.00	3,925,290.71	5,187.86	409,763.64	4,329,866.49	1,027,388.51	80.82
60	Public Works							
02-60-06-51-0200	Salaries Regular	807,308.00	675,273.10	77,389.79	0.00	752,662.89	54,645.11	93.23
02-60-06-51-1500	Specialists Pay	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00	100.00
02-60-06-51-1700	Overtime	12,000.00	5,162.35	2,355.94	0.00	7,518.29	4,481.71	62.65
02-60-06-51-1950	Insurance Refusal	620.00	1,325.00	125.00	0.00	1,450.00	-830.00	233.87
	Reimb							
02-60-06-51-3000	Part-Time Salaries	15,200.00	11,486.26	0.00	0.00	11,486.26	3,713.74	75.57
	Personal Services	837,228.00	695,346.71	79,870.73	0.00	775,217.44	62,010.56	92.59
02-60-06-52-0100	ICMA Retirement	1,480.00	1,233.47	123.36	0.00	1,356.83	123.17	91.68
02-60-06-52-0320	FICA	50,952.00	41,274.92	4,896.74	0.00	46,171.66	4,780.34	90.62
02-60-06-52-0325	Medicare	12,267.00	9,973.95	1,145.25	0.00	11,119.20	1,147.80	90.64
02-60-06-52-0330	IMRF	75,668.00	63,782.33	8,588.22	0.00	72,370.55	3,297.45	95.64
02-60-06-52-0375	Fringe Benefits	5,280.00	4,725.50	474.00	0.00	5,199.50	80.50	98.48
02-60-06-52-0400	Health Insurance	178,702.00	149,196.29	9,547.10	941.58	157,801.81	20,900.19	88.30
02-60-06-52-0420	Health Insurance - Retirees	3,040.00	3,606.74	0.00	0.00	3,606.74	-566.74	118.64
02-60-06-52-0425	Life Insurance	442.00	355.85	200.53	168.36	388.02	53.98	87.79
02-60-06-52-0430	VEBA Contributions	13,673.00	11,721.44	0.00	0.00	11,721.44	1,951.56	85.73

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
	Benefits	341,504.00	285,870.49	24,975.20	1,109.94	309,735.75	31,768.25	90.70
02-60-06-53-0100	Electricity	38,004.00	32,377.22	2,355.59	0.00	34,732.81	3,271.19	91.39
02-60-06-53-0200	Communications	5,460.00	4,101.50	607.28	0.00	4,708.78	751.22	86.24
02-60-06-53-0300	Auditing	9,330.00	10,748.50	0.00	0.00	10,748.50	-1,418.50	115.20
02-60-06-53-0380	Consulting Services	31,000.00	19,430.00	3,500.00	0.00	22,930.00	8,070.00	73.97
02-60-06-53-0410	IT Support	64,692.00	32,125.96	2,169.88	0.00	34,295.84	30,396.16	53.01
02-60-06-53-1300	Inspections	1,000.00	0.00	259.90	0.00	259.90	740.10	25.99
02-60-06-53-1310	JULIE Participation	2,345.00	878.21	0.00	0.00	878.21	1,466.79	37.45
02-60-06-53-2100	Bank Fees	29,454.00	25,571.72	1,484.53	0.00	27,056.25	2,397.75	91.86
02-60-06-53-2200	Liability Insurance	40,021.00	32,811.98	3,229.55	0.00	36,041.53	3,979.47	90.06
02-60-06-53-2250	IRMA Deductible	9,500.00	0.00	0.00	0.00	0.00	9,500.00	0.00
02-60-06-53-3050	Water System	120,500.00	64,066.31	5,381.59	0.00	69,447.90	51,052.10	57.63
	Maintenance							
02-60-06-53-3055	Hydrant Maintenance	24,000.00	783.49	865.50	0.00	1,648.99	22,351.01	6.87
02-60-06-53-3200	Maintenance of	8,000.00	7,206.50	0.00	0.00	7,206.50	793.50	90.08
	Vehicles							
02-60-06-53-3300	Maint of Office	1,000.00	1,571.04	87.68	0.00	1,658.72	-658.72	165.87
	Equipment							
02-60-06-53-3600	Maintenance of	25,750.00	19,485.31	234.05	0.00	19,719.36	6,030.64	76.58
	Buildings							
02-60-06-53-3620	Maintenance of	15,000.00	12,501.00	0.00	0.00	12,501.00	2,499.00	83.34
	Streets							
02-60-06-53-3630	Overhead Sewer	59,000.00	21,710.00	0.00	0.00	21,710.00	37,290.00	36.80
	Program							
02-60-06-53-3640	SewerCatch Basin	50,000.00	29,703.16	2,581.78	0.00	32,284.94	17,715.06	64.57
	Repair							
02-60-06-53-4100	Training	1,150.00	0.00	0.00	0.00	0.00	1,150.00	0.00
02-60-06-53-4250	Travel & Meeting	3,185.00	2,238.28	0.00	0.00	2,238.28	946.72	70.28
02-60-06-53-4300	Dues & Subscriptions	1,460.00	1,686.35	0.00	0.00	1,686.35	-226.35	115.50
02-60-06-53-4350	Printing	5,750.00	2,714.82	410.10	0.00	3,124.92	2,625.08	54.35
02-60-06-53-4400	Medical & Screening	700.00	0.00	0.00	0.00	0.00	700.00	0.00
02-60-06-53-4480	Water Testing	3,470.00	2,220.00	140.00	0.00	2,360.00	1,110.00	68.01
02-60-06-53-5300	AdvertisingLegal	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Notice							
02-60-06-53-5350	Dumping Fees	20,000.00	17,918.18	2,588.83	0.00	20,507.01	-507.01	102.54
02-60-06-53-5400	Damage Claims	4,000.00	7,380.37	0.00	0.00	7,380.37	-3,380.37	184.51
	Contractual	574,271.00	349,229.90	25,896.26	0.00	375,126.16	199,144.84	65.32
	Services							
02-60-06-54-0100	Office Supplies	500.00	193.70	0.00	0.00	193.70	306.30	38.74
02-60-06-54-0200	Gas & Oil	13,094.00	8,160.83	476.81	0.00	8,637.64	4,456.36	65.97
02-60-06-54-0310	Uniforms	1,475.00	341.24	366.32	0.00	707.56	767.44	47.97
02-60-06-54-0500	Vehicle Parts	8,000.00	6,747.72	0.00	0.00	6,747.72	1,252.28	84.35
02-60-06-54-0600	Operating Supplies	68,300.00	43,310.66	2,135.20	0.00	45,445.86	22,854.14	66.54
02-60-06-54-1300	Postage	9,000.00	6,123.07	687.87	0.00	6,810.94	2,189.06	75.68
02-60-06-54-2200	Water from Chicago	1,642,606.00	1,146,588.33	116,928.09	0.00	1,263,516.42	379,089.58	76.92
	Materials & Supplies	1,742,975.00	1,211,465.55	120,594.29	0.00	1,332,059.84	410,915.16	76.42

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
02-60-06-55-0500	Building Improvements	55,000.00	55,490.19	0.00	0.00	55,490.19	-490.19	100.89
02-60-06-55-1150	Sewer System Improvements	175,000.00	175,677.00	0.00	0.00	175,677.00	-677.00	100.39
02-60-06-55-1300	Water System Improvements	683,380.00	25,255.00	12,000.00	0.00	37,255.00	646,125.00	5.45
02-60-06-55-1400	Meter Replacement Program	22,000.00	9,617.47	712.72	0.00	10,330.19	11,669.81	46.96
02-60-06-55-9100	Street Improvements	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00	100.00
	Capital Outlay	1,005,380.00	336,039.66	12,712.72	0.00	348,752.38	656,627.62	34.69
02-60-06-55-0010	Depreciation Expense	355,000.00	0.00	0.00	0.00	0.00	355,000.00	0.00
	Depreciation	355,000.00	0.00	0.00	0.00	0.00	355,000.00	0.00
02-60-06-56-0104	IEPA Loan Principal	634,690.00	634,690.08	0.00	0.00	634,690.08	-0.08	100.00
02-60-06-56-0105	IEPA Loan Interest	282,456.00	282,455.72	0.00	0.00	282,455.72	0.28	100.00
	Debt Service	917,146.00	917,145.80	0.00	0.00	917,145.80	0.20	100.00
02-60-06-57-5013	Transfer to CERF	106,986.00	89,155.00	8,915.50	0.00	98,070.50	8,915.50	91.67
	Other Financing Uses	106,986.00	89,155.00	8,915.50	0.00	98,070.50	8,915.50	91.67
60	Public Works	<u>5,880,490.00</u>	<u>3,884,253.11</u>	<u>272,964.70</u>	<u>1,109.94</u>	<u>4,156,107.87</u>	<u>1,724,382.13</u>	<u>70.68</u>
	Expense	<u>5,880,490.00</u>	<u>3,884,253.11</u>	<u>272,964.70</u>	<u>1,109.94</u>	<u>4,156,107.87</u>	<u>1,724,382.13</u>	<u>70.68</u>
02	Water & Sewer Fund	523,235.00	-41,037.60	278,152.56	410,873.58	-173,758.62	696,993.62	-33.21

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
03	Motor Fuel Tax Fund							
00								
03-00-00-45-5100	Interest	9,790.00	4,579.26	0.00	355.80	4,935.06	4,854.94	50.41
	Interest	9,790.00	4,579.26	0.00	355.80	4,935.06	4,854.94	50.41
03-00-00-47-7090	State Grants and Reimbursemts	11,200.00	20,258.98	0.00	0.00	20,258.98	-9,058.98	180.88
03-00-00-47-7100	State Allotment	284,327.00	237,698.74	0.00	19,407.75	257,106.49	27,220.51	90.43
03-00-00-47-7200	State Renewal Allotment	0.00	96,194.55	0.00	14,969.76	111,164.31	-111,164.31	0.00
	Intergovernmental	295,527.00	354,152.27	0.00	34,377.51	388,529.78	-93,002.78	131.47
00		305,317.00	358,731.53	0.00	34,733.31	393,464.84	-88,147.84	128.87
	Revenue	305,317.00	358,731.53	0.00	34,733.31	393,464.84	-88,147.84	128.87
00								
03-00-00-53-0390	Engineering Fees	14,000.00	0.00	0.00	0.00	0.00	14,000.00	0.00
03-00-00-53-2100	Bank Fees	60.00	0.00	0.00	0.00	0.00	60.00	0.00
03-00-00-53-3620	Street Maintenance	50,000.00	29,552.98	0.00	0.00	29,552.98	20,447.02	59.11
	Contractual Services	64,060.00	29,552.98	0.00	0.00	29,552.98	34,507.02	46.13
03-00-00-55-9100	Street Improvement	381,830.00	368,921.53	0.00	0.00	368,921.53	12,908.47	96.62
	Capital Outlay	381,830.00	368,921.53	0.00	0.00	368,921.53	12,908.47	96.62
00		445,890.00	398,474.51	0.00	0.00	398,474.51	47,415.49	89.37
	Expense	445,890.00	398,474.51	0.00	0.00	398,474.51	47,415.49	89.37
03	Motor Fuel Tax Fund	140,573.00	39,742.98	0.00	34,733.31	5,009.67	135,563.33	3.56

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
05	Debt Service Fund							
00								
05-00-00-41-1000	Prior Yrs Taxes	124,944.00	120,691.70	0.00	70.94	120,762.64	4,181.36	96.65
05-00-00-41-1021	Property Taxes Current	138,941.00	31,085.12	0.00	107,875.83	138,960.95	-19.95	100.01
	Property Taxes	263,885.00	151,776.82	0.00	107,946.77	259,723.59	4,161.41	98.42
05-00-00-45-5100	Interest	4,173.00	5,024.99	0.00	194.17	5,219.16	-1,046.16	125.07
	Interest	<u>4,173.00</u>	<u>5,024.99</u>	<u>0.00</u>	<u>194.17</u>	<u>5,219.16</u>	<u>-1,046.16</u>	<u>125.07</u>
00		<u>268,058.00</u>	<u>156,801.81</u>	<u>0.00</u>	<u>108,140.94</u>	<u>264,942.75</u>	<u>3,115.25</u>	<u>98.84</u>
	Revenue	268,058.00	156,801.81	0.00	108,140.94	264,942.75	3,115.25	98.84
00								
05-00-00-53-2100	Bank Fees	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Contractual Services	500.00	0.00	0.00	0.00	0.00	500.00	0.00
05-00-00-56-0033	2018 GO Bond Principal	254,000.00	254,000.00	0.00	0.00	254,000.00	0.00	100.00
05-00-00-56-0034	2018 GO Bond Interest	5,461.00	5,461.00	0.00	0.00	5,461.00	0.00	100.00
	Debt Service	<u>259,461.00</u>	<u>259,461.00</u>	<u>0.00</u>	<u>0.00</u>	<u>259,461.00</u>	<u>0.00</u>	<u>100.00</u>
00		<u>259,961.00</u>	<u>259,461.00</u>	<u>0.00</u>	<u>0.00</u>	<u>259,461.00</u>	<u>500.00</u>	<u>99.81</u>
	Expense	<u>259,961.00</u>	<u>259,461.00</u>	<u>0.00</u>	<u>0.00</u>	<u>259,461.00</u>	<u>500.00</u>	<u>99.81</u>
05	Debt Service Fund	-8,097.00	102,659.19	0.00	108,140.94	-5,481.75	-2,615.25	67.70

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
09	Police Pension Fund							
00								
09-00-00-45-5100	Interest	446,052.00	466,134.49	0.00	0.00	466,134.49	-20,082.49	104.50
09-00-00-45-5200	Net Change in Fair Value	836,957.00	91,359.50	0.00	0.00	91,359.50	745,597.50	10.92
	Interest	1,283,009.00	557,493.99	0.00	0.00	557,493.99	725,515.01	43.45
09-00-00-46-6410	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
09-00-00-41-1100	Employer Contribution	1,584,000.00	948,118.85	0.00	607,729.33	1,555,848.18	28,151.82	98.22
09-00-00-46-7350	Employee Contribution	306,550.00	222,363.43	0.00	22,408.47	244,771.90	61,778.10	79.85
	Grants & Contributions	1,890,550.00	1,170,482.28	0.00	630,137.80	1,800,620.08	89,929.92	95.24
00		3,173,559.00	1,727,976.27	0.00	630,137.80	2,358,114.07	815,444.93	74.31
	Revenue	3,173,559.00	1,727,976.27	0.00	630,137.80	2,358,114.07	815,444.93	74.31
00								
09-00-00-52-6100	Pensions	2,297,197.00	2,031,358.23	0.00	0.00	2,031,358.23	265,838.77	88.43
09-00-00-52-6150	Pension Refund	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
	Benefits	2,347,197.00	2,031,358.23	0.00	0.00	2,031,358.23	315,838.77	86.54
09-00-00-53-0300	Audit Services	2,177.00	2,177.00	0.00	0.00	2,177.00	0.00	100.00
09-00-00-53-0350	Actuarial Services	2,550.00	3,577.50	0.00	0.00	3,577.50	-1,027.50	140.29
09-00-00-53-0360	Payroll Services	28,325.00	16,005.00	0.00	0.00	16,005.00	12,320.00	56.50
09-00-00-53-0380	Consulting Services	51,470.00	42,311.29	0.00	0.00	42,311.29	9,158.71	82.21
09-00-00-53-0420	Legal Services	18,000.00	2,912.50	0.00	0.00	2,912.50	15,087.50	16.18
09-00-00-53-2100	Bank Fees	100.00	3,552.62	0.00	0.00	3,552.62	-3,452.62	3,552.62
09-00-00-53-4100	Training	4,000.00	1,135.00	0.00	0.00	1,135.00	2,865.00	28.38
09-00-00-53-4250	Travel & Meeting	3,000.00	657.15	0.00	0.00	657.15	2,342.85	21.91
09-00-00-53-4300	Dues & Subscriptions	815.00	795.00	0.00	0.00	795.00	20.00	97.55
09-00-00-53-4400	Medical & Screening	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
09-00-00-53-5300	AdvertisingLegal Notice	100.00	0.00	0.00	0.00	0.00	100.00	0.00
09-00-00-54-3100	Misc Expenditures	13,800.00	19,245.16	0.00	0.00	19,245.16	-5,445.16	139.46
	Contractual Services	129,337.00	92,368.22	0.00	0.00	92,368.22	36,968.78	71.42
00		2,476,534.00	2,123,726.45	0.00	0.00	2,123,726.45	352,807.55	85.75

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>	<u>Remaining</u>	<u>% Exp/Col</u>
	Expense	<u>2,476,534.00</u>	<u>2,123,726.45</u>	<u>0.00</u>	<u>0.00</u>	<u>2,123,726.45</u>	<u>352,807.55</u>	<u>85.75</u>
09	Police Pension Fund	-697,025.00	395,750.18	0.00	630,137.80	-234,387.62	-462,637.38	33.63

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
10	Fire Pension Fund							
00								
10-00-00-45-5100	InterestDividends	299,476.00	385,349.16	0.00	0.00	385,349.16	-85,873.16	128.67
10-00-00-45-5200	Net Change in Fair Value	572,224.00	-1,142.30	0.00	0.00	-1,142.30	573,366.30	-0.20
	Interest	871,700.00	384,206.86	0.00	0.00	384,206.86	487,493.14	44.08
10-00-00-41-1100	Employer Contribution	1,464,017.00	917,202.69	0.00	547,446.73	1,464,649.42	-632.42	100.04
10-00-00-46-7350	Employee Contribution	192,554.00	180,341.50	0.00	14,993.92	195,335.42	-2,781.42	101.44
	Grants & Contributions	1,656,571.00	1,097,544.19	0.00	562,440.65	1,659,984.84	-3,413.84	100.21
00		2,528,271.00	1,481,751.05	0.00	562,440.65	2,044,191.70	484,079.30	80.85
	Revenue	2,528,271.00	1,481,751.05	0.00	562,440.65	2,044,191.70	484,079.30	80.85
00								
10-00-00-52-6100	Pensions	1,863,986.00	1,572,011.33	0.00	0.00	1,572,011.33	291,974.67	84.34
	Benefits	1,863,986.00	1,572,011.33	0.00	0.00	1,572,011.33	291,974.67	84.34
10-00-00-53-0300	Audit Services	2,177.00	2,177.00	0.00	0.00	2,177.00	0.00	100.00
10-00-00-53-0350	Actuarial Services	2,125.00	3,202.50	0.00	0.00	3,202.50	-1,077.50	150.71
10-00-00-53-0360	Payroll Services	13,495.00	12,785.00	0.00	0.00	12,785.00	710.00	94.74
10-00-00-53-0380	Consulting Services	41,870.00	28,093.92	0.00	0.00	28,093.92	13,776.08	67.10
10-00-00-53-0420	Legal Services	12,000.00	4,675.45	0.00	0.00	4,675.45	7,324.55	38.96
10-00-00-53-2100	Bank Fees	7,200.00	5,987.70	0.00	0.00	5,987.70	1,212.30	83.16
10-00-00-53-4100	Training	3,000.00	975.00	0.00	0.00	975.00	2,025.00	32.50
10-00-00-53-4250	Travel & Meeting	1,000.00	283.26	0.00	0.00	283.26	716.74	28.33
10-00-00-53-4300	Dues & Subscriptions	825.00	795.00	0.00	0.00	795.00	30.00	96.36
10-00-00-53-4400	Medical & Screening	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
10-00-00-54-1300	Postage	100.00	0.00	0.00	0.00	0.00	100.00	0.00
10-00-00-54-3100	Misc Expenditures	13,210.00	16,206.39	0.00	0.00	16,206.39	-2,996.39	122.68
	Contractual Services	99,002.00	75,181.22	0.00	0.00	75,181.22	23,820.78	75.94
00		1,962,988.00	1,647,192.55	0.00	0.00	1,647,192.55	315,795.45	83.91
	Expense	1,962,988.00	1,647,192.55	0.00	0.00	1,647,192.55	315,795.45	83.91
10	Fire Pension Fund	-565,283.00	165,441.50	0.00	562,440.65	-396,999.15	-168,283.85	70.23

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
13	Capital Equip Replacement Fund							
00								
13-00-00-45-5100	Interest	81,772.00	80,514.08	0.00	1,635.99	82,150.07	-378.07	100.46
13-00-00-45-5200	Net Change in Fair Value	0.00	13,432.86	0.00	6,344.19	19,777.05	-19,777.05	0.00
	Interest	81,772.00	93,946.94	0.00	7,980.18	101,927.12	-20,155.12	124.65
13-00-00-46-6410	Miscellaneous	5,000.00	0.00	0.00	5,000.00	5,000.00	0.00	100.00
	Miscellaneous	5,000.00	0.00	0.00	5,000.00	5,000.00	0.00	100.00
13-00-00-47-7001	From General Fund	456,795.00	380,662.50	0.00	38,066.25	418,728.75	38,066.25	91.67
13-00-00-47-7002	Transfer from Water and Sewer	106,986.00	89,155.00	0.00	8,915.50	98,070.50	8,915.50	91.67
13-00-00-48-8000	Sale of Property	25,000.00	39,364.14	0.00	23,970.00	63,334.14	-38,334.14	253.34
	Other Financing Sources	588,781.00	509,181.64	0.00	70,951.75	580,133.39	8,647.61	98.53
00		675,553.00	603,128.58	0.00	83,931.93	687,060.51	-11,507.51	101.70
	Revenue	675,553.00	603,128.58	0.00	83,931.93	687,060.51	-11,507.51	101.70
00								
13-00-00-53-2100	Bank Fees	100.00	0.00	0.00	0.00	0.00	100.00	0.00
	Contractual Services	100.00	0.00	0.00	0.00	0.00	100.00	0.00
13-00-00-55-8700	Police Vehicles	85,682.00	0.00	75,966.21	0.00	75,966.21	9,715.79	88.66
13-00-00-55-8720	Police Equipment	32,010.00	22,505.03	0.00	0.00	22,505.03	9,504.97	70.31
13-00-00-55-8850	Fire Dept Equipment	71,750.00	22,602.00	0.00	0.00	22,602.00	49,148.00	31.50
13-00-00-55-8910	PW Vehicles	70,500.00	26,949.00	39,926.00	0.00	66,875.00	3,625.00	94.86
13-00-00-55-8925	PW Equipment	90,000.00	87,431.00	0.00	0.00	87,431.00	2,569.00	97.15
	Capital Outlay	349,942.00	159,487.03	115,892.21	0.00	275,379.24	74,562.76	78.69
00		350,042.00	159,487.03	115,892.21	0.00	275,379.24	74,662.76	78.67
	Expense	350,042.00	159,487.03	115,892.21	0.00	275,379.24	74,662.76	78.67
13	Capital Equip Replacement Fund	-325,511.00	-443,641.55	115,892.21	83,931.93	-411,681.27	86,170.27	126.47

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
14	Capital Improvement Fund							
00								
14-00-00-43-3200	Metra Daily Parking Fees	17,280.00	7,381.87	0.00	0.00	7,381.87	9,898.13	42.72
14-00-00-43-3220	Parking Lot Permit Fees	32,610.00	13,042.89	0.00	0.00	13,042.89	19,567.11	40.00
	Charges for Services	49,890.00	20,424.76	0.00	0.00	20,424.76	29,465.24	40.94
14-00-00-44-4240	Automated Traffic Enf Fines	835,875.00	807,158.39	0.00	70,537.46	877,695.85	-41,820.85	105.00
	Fines & Forfeits	835,875.00	807,158.39	0.00	70,537.46	877,695.85	-41,820.85	105.00
14-00-00-45-5100	Interest	32,192.00	28,807.25	0.00	640.63	29,447.88	2,744.12	91.48
14-00-00-45-5200	Net Change in Fair Value	0.00	2,929.61	28.57	1.77	2,902.81	-2,902.81	0.00
	Interest	32,192.00	31,736.86	28.57	642.40	32,350.69	-158.69	100.49
00		917,957.00	859,320.01	28.57	71,179.86	930,471.30	-12,514.30	101.36
	Revenue	917,957.00	859,320.01	28.57	71,179.86	930,471.30	-12,514.30	101.36
00								
14-00-00-53-4290	License Fees	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00	100.00
	Contractual Services	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00	100.00
14-00-00-55-0500	Building Improvements	62,260.00	25,306.02	0.00	0.00	25,306.02	36,953.98	40.65
14-00-00-55-0700	Property Purchase	400,000.00	361,616.00	0.00	0.00	361,616.00	38,384.00	90.40
14-00-00-55-1205	Streetscape Improvements	320,500.00	77,619.54	0.00	0.00	77,619.54	242,880.46	24.22
14-00-00-55-1210	Parking Lot Improvements	75,000.00	59,149.50	0.00	0.00	59,149.50	15,850.50	78.87
14-00-00-55-1250	Alley Improvements	960,810.00	871,597.38	0.00	0.00	871,597.38	89,212.62	90.71
14-00-00-55-8610	Furniture & Equipment	34,380.00	0.00	15,639.90	0.00	15,639.90	18,740.10	45.49
14-00-00-55-8620	Information Technology Equipme	392,170.00	243,578.86	8,806.00	0.00	252,384.86	139,785.14	64.36
	Capital Outlay	2,245,120.00	1,638,867.30	24,445.90	0.00	1,663,313.20	581,806.80	74.09
00		2,257,120.00	1,650,867.30	24,445.90	0.00	1,675,313.20	581,806.80	74.22

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>	<u>Remaining</u>	<u>% Exp/Col</u>
	Expense	<u>2,257,120.00</u>	<u>1,650,867.30</u>	<u>24,445.90</u>	<u>0.00</u>	<u>1,675,313.20</u>	<u>581,806.80</u>	<u>74.22</u>
14	Capital Improvement Fund	1,339,163.00	791,547.29	24,474.47	71,179.86	744,841.90	594,321.10	55.62

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
16	Economic Development Fund							
00								
16-00-00-45-5100	Interest	3,688.00	22,500.21	0.00	17.22	22,517.43	-18,829.43	610.56
	Interest	<u>3,688.00</u>	<u>22,500.21</u>	<u>0.00</u>	<u>17.22</u>	<u>22,517.43</u>	<u>-18,829.43</u>	<u>610.56</u>
00		<u>3,688.00</u>	<u>22,500.21</u>	<u>0.00</u>	<u>17.22</u>	<u>22,517.43</u>	<u>-18,829.43</u>	<u>610.56</u>
	Revenue	3,688.00	22,500.21	0.00	17.22	22,517.43	-18,829.43	610.56
00								
16-00-00-53-0420	Legal Services	10,000.00	8,134.71	528.00	0.00	8,662.71	1,337.29	86.63
	Contractual Services	10,000.00	8,134.71	528.00	0.00	8,662.71	1,337.29	86.63
16-00-00-55-4300	Other Improvements	180,529.00	172,512.52	0.00	0.00	172,512.52	8,016.48	95.56
	Capital Outlay	<u>180,529.00</u>	<u>172,512.52</u>	<u>0.00</u>	<u>0.00</u>	<u>172,512.52</u>	<u>8,016.48</u>	<u>95.56</u>
00		<u>190,529.00</u>	<u>180,647.23</u>	<u>528.00</u>	<u>0.00</u>	<u>181,175.23</u>	<u>9,353.77</u>	<u>95.09</u>
	Expense	<u>190,529.00</u>	<u>180,647.23</u>	<u>528.00</u>	<u>0.00</u>	<u>181,175.23</u>	<u>9,353.77</u>	<u>95.09</u>
16	Economic Development Fund	186,841.00	158,147.02	528.00	17.22	158,657.80	28,183.20	84.92

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
31	TIF-Madison Street							
00								
31-00-00-41-1000	Property Taxes-Prior Years	83,452.00	116,398.96	0.00	0.00	116,398.96	-32,946.96	139.48
31-00-00-41-1021	Property Taxes-Current Year	85,121.00	18,132.16	0.00	42,871.42	61,003.58	24,117.42	71.67
	Property Taxes	168,573.00	134,531.12	0.00	42,871.42	177,402.54	-8,829.54	105.24
31-00-00-45-5100	Interest	1,000.00	1,970.11	0.00	172.15	2,142.26	-1,142.26	214.23
	Interest	1,000.00	1,970.11	0.00	172.15	2,142.26	-1,142.26	214.23
31-00-00-47-7001	Transfer from General Fund	575,000.00	533,000.00	0.00	0.00	533,000.00	42,000.00	92.70
	Other Financing Sources	575,000.00	533,000.00	0.00	0.00	533,000.00	42,000.00	92.70
00		744,573.00	669,501.23	0.00	43,043.57	712,544.80	32,028.20	95.70
	Revenue	744,573.00	669,501.23	0.00	43,043.57	712,544.80	32,028.20	95.70
00								
31-00-00-53-0100	Electricity & Natural Gas	1,000.00	1,324.01	78.73	0.00	1,402.74	-402.74	140.27
31-00-00-53-0300	Audit Services	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
31-00-00-53-0380	Consulting Services	5,000.00	33,079.21	0.00	0.00	33,079.21	-28,079.21	661.58
31-00-00-53-0425	Village Attorney	2,500.00	8,713.70	598.40	0.00	9,312.10	-6,812.10	372.48
31-00-00-53-3600	Maintenance of Bldgs & Grounds	0.00	8,914.88	318.75	0.00	9,233.63	-9,233.63	0.00
31-00-00-53-4350	Printing	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
31-00-00-53-5300	AdvertisingLegal Notice	1,000.00	1,176.00	0.00	0.00	1,176.00	-176.00	117.60
	Contractual Services	11,500.00	53,207.80	995.88	0.00	54,203.68	-42,703.68	471.34
31-00-00-55-0700	Property Purchase	550,000.00	540,510.91	0.00	0.00	540,510.91	9,489.09	98.27
31-00-00-55-4300	Other Improvements	14,576.00	0.00	14,574.75	0.00	14,574.75	1.25	99.99
	Capital Outlay	564,576.00	540,510.91	14,574.75	0.00	555,085.66	9,490.34	98.32
31-00-00-56-0081	Interest on Interfund Loan	27,500.00	0.00	0.00	0.00	0.00	27,500.00	0.00
	Debt Service	27,500.00	0.00	0.00	0.00	0.00	27,500.00	0.00
00		603,576.00	593,718.71	15,570.63	0.00	609,289.34	-5,713.34	100.95

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>	<u>Remaining</u>	<u>% Exp/Col</u>
	Expense	<u>603,576.00</u>	<u>593,718.71</u>	<u>15,570.63</u>	<u>0.00</u>	<u>609,289.34</u>	<u>-5,713.34</u>	<u>100.95</u>
31	TIF-Madison Street	-140,997.00	-75,782.52	15,570.63	43,043.57	-103,255.46	-37,741.54	73.23

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
32	Tif - North Avenue							
00								
32-00-00-45-5100	Interest	700.00	564.57	0.00	37.76	602.33	97.67	86.05
	Interest	700.00	564.57	0.00	37.76	602.33	97.67	86.05
32-00-00-47-7001	Transfer from General Fund	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
	Other Financing Sources	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
00		25,700.00	564.57	0.00	37.76	602.33	25,097.67	2.34
	Revenue	25,700.00	564.57	0.00	37.76	602.33	25,097.67	2.34
00								
32-00-00-53-0380	Consulting Services	10,000.00	1,500.00	0.00	0.00	1,500.00	8,500.00	15.00
32-00-00-53-0425	Village Attorney	5,000.00	64.50	0.00	0.00	64.50	4,935.50	1.29
32-00-00-53-4350	Printing	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
32-00-00-53-5300	AdvertisingLegal	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	Contractual Services	17,000.00	1,564.50	0.00	0.00	1,564.50	15,435.50	9.20
00		17,000.00	1,564.50	0.00	0.00	1,564.50	15,435.50	9.20
	Expense	17,000.00	1,564.50	0.00	0.00	1,564.50	15,435.50	9.20
32	Tif - North Avenue	-8,700.00	999.93	0.00	37.76	962.17	-9,662.17	-11.06

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
35	Infrastructure Imp							
	Bond Fund							
00								
35-00-00-45-5100	Interest	2,500.00	2,166.58	0.00	633.14	2,799.72	-299.72	111.99
	Interest	2,500.00	2,166.58	0.00	633.14	2,799.72	-299.72	111.99
35-00-00-48-7090	Bond Proceeds	0.00	525,000.00	0.00	0.00	525,000.00	-525,000.00	0.00
	Other Financing	0.00	525,000.00	0.00	0.00	525,000.00	-525,000.00	0.00
	Sources							
00		2,500.00	527,166.58	0.00	633.14	527,799.72	-525,299.72	21,111.99
	Revenue	2,500.00	527,166.58	0.00	633.14	527,799.72	-525,299.72	21,111.99
00								
35-00-00-53-0420	Legal Services	0.00	5,750.00	0.00	0.00	5,750.00	-5,750.00	0.00
	Contractual	0.00	5,750.00	0.00	0.00	5,750.00	-5,750.00	0.00
	Services							
35-00-00-55-9100	Street Improvements	318,311.00	283,902.48	0.00	0.00	283,902.48	34,408.52	89.19
	Capital Outlay	318,311.00	283,902.48	0.00	0.00	283,902.48	34,408.52	89.19
00		318,311.00	289,652.48	0.00	0.00	289,652.48	28,658.52	91.00
	Expense	318,311.00	289,652.48	0.00	0.00	289,652.48	28,658.52	91.00
35	Infrastructure Imp	315,811.00	-237,514.10	0.00	633.14	-238,147.24	553,958.24	-75.41
	Bond Fund							

Village of River Forest Investments

Fiscal Year 2020
Through 03/31/2020

Fun	ID	Bank	Interest Rate	Purchase Date	Maturity Date	Cost	Par Value	Market Value
01	2019-09	Fifth Third CD	02.230%	7/5/2019	4/5/2020	\$69,353.56	\$69,353.56	\$70,394.44
01	2019-10	Fifth Third CD	02.230%	7/5/2019	4/5/2020	\$69,353.57	\$69,353.57	\$70,394.43
01	2019-11	Fifth Third CD	02.230%	7/5/2019	4/5/2020	\$69,353.56	\$69,353.56	\$70,394.43
01	2019-13	Newbank	02.291%	7/3/2019	7/2/2020	\$244,300.00	\$244,300.00	\$244,300.00
01	2019-18	KS State Bank - Kansas State	01.860%	8/30/2019	8/31/2020	\$245,300.00	\$245,300.00	\$245,300.00
01	2019-22	Texas Capital Bank	01.900%	10/9/2019	10/9/2020	\$245,600.00	\$245,600.00	\$245,600.00
01	2019-23	CIBC Bank USA	01.850%	10/31/2019	10/30/2020	\$245,700.00	\$245,700.00	\$245,700.00
01	2019-17	Bank 7	02.225%	7/30/2019	1/20/2021	\$241,800.00	\$241,800.00	\$241,800.00
01	2017-09	FHLMC	01.520%	2/25/2020	8/12/2021	\$330,195.07	\$330,000.00	\$329,874.60
01	2019-19	Ally Bank	01.750%	10/9/2019	10/18/2021	\$247,000.00	\$247,000.00	\$248,680.34
01	2019-24	FHLMC	01.820%	10/30/2019	11/8/2021	\$450,000.00	\$450,000.00	\$450,621.00
01	2019-26	Sallie Mae Bank/Salt Lake	01.700%	11/13/2019	11/15/2021	\$247,000.00	\$247,000.00	\$248,531.65
								\$2,711,590.89
02	2019-07	Prudential Bank, PA	02.450%	4/18/2019	4/17/2020	\$244,000.00	\$244,000.00	\$244,000.00
02	2019-15	Mainstreet Bank	02.230%	7/19/2019	7/20/2020	\$244,500.00	\$244,500.00	\$244,500.00
								\$488,500.00
03	2019-05	First Mid-Illinois Bank & Trust	02.933%	3/12/2019	3/11/2021	\$150,000.00	\$150,000.00	\$150,000.00
								\$150,000.00
13	2018-29	Cornerstone Bank - NY	02.889%	12/10/2018	6/8/2020	\$239,200.00	\$239,200.00	\$239,200.00

Village of River Forest Investments

Fiscal Year 2020
Through 03/31/2020

Fun	ID	Bank	Interest Rate	Purchase Date	Maturity Date	Cost	Par Value	Market Value
13	2019-14	First Internet Bank of Indiana	02.159%	7/19/2019	7/20/2020	\$244,600.00	\$244,600.00	\$244,600.00
13	2019-08	Western Alliance Bank/Torrey	02.430%	5/8/2019	10/29/2020	\$241,000.00	\$241,000.00	\$241,000.00
13	2018-31	Citibank	03.000%	12/21/2018	12/21/2020	\$246,237.36	\$246,000.00	\$249,470.81
13	2020-01	Royal Business Bank	01.638%	1/29/2020	1/28/2021	\$245,900.00	\$245,900.00	\$245,900.00
13	2019-06	FHLB	01.500%	3/1/2019	2/4/2021	\$597,810.00	\$600,000.00	\$606,204.00
13	2019-25	CFG Community Bank	01.893%	10/9/2019	4/1/2021	\$243,000.00	\$243,000.00	\$243,000.00
13	2019-27	Morgan Stanley	01.750%	11/29/2019	11/29/2021	\$247,000.00	\$247,000.00	\$248,754.69
13	2019-28	BMW Bank North America	01.700%	11/29/2019	11/29/2021	\$247,000.00	\$247,000.00	\$248,552.15
13	2019-29	Morgan stanley Private Bank	01.750%	12/26/2019	12/27/2021	\$247,000.00	\$247,000.00	\$248,805.57
								\$2,815,487.22
14	2018-30	Discover Bank	02.820%	12/12/2018	6/12/2020	\$246,107.75	\$246,000.00	\$246,931.11
14	2019-21	Eaglebank	01.950%	10/9/2019	10/9/2020	\$245,500.00	\$245,500.00	\$245,500.00
14	2019-04	Pacific Western Bank	03.300%	2/6/2019	2/8/2021	\$234,600.00	\$234,600.00	\$234,600.00
14	2019-30	America Express	01.250%	3/31/2020	3/31/2021	\$246,000.00	\$246,000.00	\$246,000.00
								\$973,031.11
								\$7,138,609.22



Village of River Forest
Village Administrator's Office
400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 8, 2020

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – March, 2020

The Village issued 91 permits in March, 2020, compared to 101 during the same month in 2019. Permit revenue collected in March, 2020 totaled \$39,812, compared to \$14,181 in February. Fiscal Year-to-date building permit revenue is 105.2% of the \$999,740 budgeted.

Noteworthy Permits

- 538 Monroe Avenue: New Single Family Residence

Planned Development Project/Development Review Board Updates

Below please find a summary of the status of approved planned development permits as well as certain pending applications.

Approved:

- River Forest Townhomes (formerly known as The Promenade) (7820 W. Madison Street - Approved July 13, 2015) – Occupancy permits have been issued to 17 of the 29 units.
- Mixed Use Development (Lake and Lathrop) – This project was approved on September 17, 2018. The developer has submitted a building permit application and the plans are under review. Project updates are available on the Village's website (www.vrf.us/lakeandlathrop).
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. Demolition has been completed and a groundbreaking ceremony was scheduled on October 2, 2019. The developer has 33 months from the date of approval to complete construction (July, 2021) for the planned development permit to remain valid. Regular updates regarding the project are available on the Village's website (www.vrf.us/chicagoandharlem).

Pending:

- 1101-1111 Bonnie Brae Place: The Developer submitted an application and the public hearing was opened on March 5, 2020. The petitioner then requested that the hearing be continued so that they could amend their application to address some of the comments that were received from staff and consultants as well as the DRB during the pre-filing meeting. The public hearing was continued to

May 7, 2020. Information regarding this application is available on the Village's website (www.vrf.us/bonnieandthomas).

Zoning Board of Appeals Updates

Below please find a summary of the activities of the Zoning Board of Appeals:

- Text Amendment(s)/Zoning Variation Application(s):
 - There are no applications on file.

Plan Commission Updates

Below please find a summary of the activities of the Zoning Board of Appeals:

- Affordable Housing Plan: The Plan Commission continued its discussion and consideration of the Affordable Housing Plan on March 3, 2020. They were scheduled to meet again on April 7, 2020, however, that meeting has been postponed to May 20, 2020 at 7:00 p.m. Given the current pandemic and stay at home order from the Governor, the Plan Commission will determine whether the May meeting can be held in person or online and will proceed accordingly.

Permit and Real Estate Transfer Activity Measures

Permits

Month	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
May	124	178	128	205	144
June	144	179	153	135	154
July	150	140	194	131	147
August	144	145	123	170	106
September	180	130	152	116	95
October	149	140	119	118	130
November	72	98	79	90	91
December	79	55	71	51	63
January	66	107	69	80	63
February	67	87	58	67	53
March	109	120	93	101	91
April	97	148	136	139	
Two Month Comparison		207	151	168	144
Fiscal Year Total	1,381	1,527	1,375	1,403	1,137

Real Estate Transfers

	March 2020	March 2019	FYTD 2020 Total	FY 2019 Total
Transfers	22	22	210	232

Residential Property Demolition

	March 2020	FYTD 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Residential Demolitions	0	5	2	4	7

Demolition permit(s) were issued for the following single family home(s):

Address

Architectural Survey Notes

n/a



MEMORANDUM

TO: Eric J. Palm
Village Administrator

FROM: Kurt Bohlmann
Kurt Bohlmann
Fire Chief

DATE: April 7 2020

SUBJECT: Monthly Report – March – 2020

The Fire Department responded to 168 calls during the month of March. This is below our average number of calls in comparison to 2019. We experienced 10 fire related calls for the month. Emergency Medical Service calls represented 58% of our response activity for the month of March.

Incident Group	Count
100 – Fire	10
200 – Rupture/Explosion	0
300 – Rescue/EMS	98
400 – Hazardous Condition	3
500 – Service Calls	9
600 – Good Intent	14
700 – False Alarm	34
800 – Severe Weather	0
900 – Special Incidents	0

The Fire Department continues to provide the same high quality service our residents have come to expect, even in these difficult times. The firefighters are using appropriate Personal Protective Equipment (PPE) on all calls. We have instituted a self-monitoring system for the firefighters while they are on duty to assure no one has or spreads the virus. All of our firefighters are doing an exemplary job of protecting themselves and our residents from the virus. We have developed a plan with the Forest Park Fire Department to man an extra ambulance if either town sees a significant increase in ambulance calls. Thankfully, that has not happened to date.

We have suspended public education projects, including CPR classes and station tours, until the pandemic is over and it is safe to resume these projects.

We have also been collecting supplies from various dentists in our community to help keep us stocked with PPE. I would like to thank these dentists for their support and contributions.

I attended the Dementia Friendly River Forest meeting by phone. The group is working with the newly formed Seniors group to assist any way they can.

I attended 2 Board of Fire and Police Commission meetings. The Commission is preparing to schedule a test for entry level firefighter. Our list is exhausted and we currently have one opening.

I met with a representative of Federal Signal to finalize installation needs for the new Mobile Data Terminals on our rigs.

I attended the TripCom Committee meeting in Elmwood Park. Further discussions on adding River Grove to the group occurred. We also discussed the possibility of a “drive-thru” type of dispensary.

The Illinois Fire Service Legislative Day in Springfield, along with most other meetings, was cancelled due to the COVID-19 pandemic.

Incidents of Interest

River Forest Fire Department responded to a structure fire in River Forest. The fire was extinguished by our crew and we remained on the scene to investigate.

See details below.

Suppression Activities

For the month of March, we responded to 168 emergency calls, which is below our average amount of calls. Of this total, ten were fire related incidents. Four of these fire incidents occurred in River Forest. The other six fire incidents occurred outside of River Forest.

The first incident was a structure fire in River Forest. Upon arrival, Chief Bohlmann noted smoke showing from the D side and took command. He informed the crew that there was burning against a brick wall on the west side of the garage. There was a landscaper using a garden hose on the fire. The homeowner unlocked the door gate and we pulled a preconnect into the area. The fire was extinguished by our crew and the OPFD went to the second floor of the residence on the west side to check for any smoke or fire extension into the garage. The space was clear. Our crew used the attic ladder that led up to the west side of the garage and used a

Thermal Imaging Camera to check for fire extension. No fire was seen. There was some smoke from the outside that got in under the soffit. We remained on the scene to investigate which required the use of a separate fire incident ticket. The incident resulted in a property loss of \$20,000.

The second incident was a vehicle fire in River Forest. Upon arrival, our crew was directed to the left rear wheel where a small flame of burning brake fluid was noted on the inside of the wheel. The flame was extinguished with a pressurized water extinguisher. The driver stated that the brake pedal went to the floor and he noticed smoke from the right rear. No visible damage to the vehicle was noted.

The third incident was a fire inside a building in Forest Park. RFFD responded mutual aid and upon arrival, our crew was ordered by command to shut down utilities. When that assignment was completed, we gained access to the adjoining businesses to check for fire extension.

The fourth incident was a building fire in Forest Park. Our crew laddered the building and assisted with searches on the 1st and 2nd floors of the building.

The fifth incident was a building fire in Forest Park. RFFD responded mutual aid and upon arrival, our crew went to the roof and investigated with FPF. We were then returned by command.

The sixth incident was a call for change of quarters to Maywood Station One. Engine 222 responded to the scene per Maywood command. Our crew was ordered to the 2nd floor for overhaul. We completed the assignment, exited the building, and released per command.

The seventh incident was a fence fire in Elmwood Park. Upon arrival, we were staged and returned by command.

The other two fires were cooking fires that caused no damage. One of these occurred in River Forest and the other one in Elmwood Park.

Training

This month the department participated in various training activities such as:

- All shifts continued their assigned building inspections until ordered not to until further notice
- Probationary FF/PM Rouse continuing his familiarization of Fire Department and procedures
- Loyola CE was done online and subject was pediatric emergencies
- All Division 11 drills were canceled
- All personnel were fit tested for their G1 SCBA and CBRN Millenium masks

- All personnel were updated and keep getting updated as things changed to the Loyola SMO's and procedures regarding COVID-19 as well as the Village's policy

Paramedic Activity

We responded to 98 ambulance calls making contact with 92 patients for the month of March, which is below our monthly average number of EMS calls. Of this total, 42 patients were classified as ALS and 45 were BLS. There were 5 invalid assists. 26 of the 45 BLS patients refused treatment and/or transport.

A detailed monthly EMS report is available for review.

Fire Prevention

During the month of March, the Fire Prevention Bureau conducted 18 Regular Inspections and 13 Company Inspections with 52 violations noted and 6 violations corrected. Fire Prevention performed 5 plan reviews.

A detailed monthly Fire prevention report is available for review.

Village of River Forest



POLICE DEPARTMENT MEMORANDUM

TO: Eric Palm- Village Administrator

FROM: James O'Shea- Chief of Police

DATE: April 7, 2020

SUBJECT: March 2020 Monthly Report

Crime Statistics

The month of March 2020 showed a 25% decrease in Part I offenses in comparison to March 2019. There was a 53% decrease in Part II reported crimes compared to March 2020. A decrease in Robbery, and Burglary incidents contributed to the reduction in Part I crimes. A significant decrease in Criminal Damage to Property, Offenses Involving Children, and Misdemeanor Traffic offenses contributed to the Part II reduction. Year-to-Date Part I crimes are up 19% while Part II offenses are down 26% in comparison to 2019 data. Year-to-date statistics for calendar year 2020 will continue to be monitored closely for patterns and to determine resource deployment.

	Mar 2020	Mar 2019	Diff. +/-	% +/-	YTD 2020	YTD 2019	Diff. +/-	% +/-
Part I*	12	16	-4	-25%	57	48	9	19%
Part II**	34	73	-38	-53%	135	182	-47	-26%
Reports***	83	125	-42	-34%	335	421	-86	-20%
Events****	773	918	-145	-16%	2673	2855	-182	-6%

*Part I Offenses include homicide, criminal sexual assault, robbery, aggravated battery, burglary, theft, and motor vehicle theft.

**Part II Offenses include simple battery, assault, criminal trespass, disorderly conduct, and all other misdemeanor and traffic offenses.

***Reports (new category as of September 2015) include total number of reports written by officers during the month.

****Events (new category as of September 2015) include all activities conducted by officers, including foot patrols, premise checks, traffic stops, and all other calls for service not included as PART I and PART II offenses.

Town Center

The Police Department conducted seventy (70) calls for service at the Town Center properties in March 2020; of those calls there were sixteen (16) reported crimes, which included one (1) Theft, seven (7) Retail Thefts, and eight (8) Panhandler/Criminal Trespass incidents. Calls for service at the Town Center are down 36% in comparison to March 2019, and criminal activity is down 4% year-to-date in comparison to 2019 statistics.

Collaboration and Relationship Strengthening

- Focus on ATM locations due to on-going west-suburban ATM burglary/theft pattern.
- Attended River Forest Administrator's Forum at RF Township.
- Attended West Suburban Chief's meeting in Elmwood Park.
- Attended employment Law Seminar in Oakbrook Terrace.
- Attended TripCom meeting in Elmwood Park.
- Meet with Thrive coordinator.
- Participated in daily COVID-19 Status Conference Calls with Village Management, Illinois State Police, and other Cook County agencies regarding operations, planning, coordination, and PPE supplies.
- The shifts increased their presence around the business district along Lake due to the quality of life complaints from the businesses and the patrons.
- Officers assisted with the Forest Park St. Patrick's parade on March 7, 2020.
- Officers conducted additional patrols/premise checks in the business districts, parks, closed schools due to the COVID-19 pandemic.
- Officers responded to all priority, criminal, and emergency calls for service as usual.
- Officers assisted with department preparedness by inspecting and staging necessary equipment and frequently cleaning station work areas and vehicles.
- Officer were issued additional PPE gear such as gloves, masks, and safety glasses.
- Officers followed policies and procedures instituted to help in reducing the spread of COVID-19 and in gaining compliance from community members to follow Social Distancing and Shelter-In-Place guidelines.

School and Community Support

During this period, the SRO/CSO Division continued to focus on addressing safety and security concerns by meeting with community organizations and schools. Some of these concerns included general traffic, construction related hazards, and personal safety related issues.

Ordinance Enforcement Officer Activity Summary for March 2020

Bank/Metra	15 assignments / 3 hours
Errands	13 assignments / 6.25 hours
Local Ordinance Enforcement / Citations	3 assignments / 1.4 hours
Parking Citations	31 Citations
Fingerprinting assignments	0 assignments /
Administrative Duties	7 assignments / 3.5 hours
Animal Calls	2 calls / 1.1 hours
Vehicle Service	42 assignments / 44.5 hours
Crossings	8 assignments / 6.75 hour
Bond Hearing / Court	7 assignments / 3.5 hours
Other Assignments	29 calls / 10 hours
Adjudication / Red Light Hearing	2 assignments / 6.5 hours
Other Calls for Service	19 assignments / 9 hours

The OEO conducted parking enforcement throughout the Village, resulting in **31** tickets for:

Time Limit	4
No Parking Anytime	0
Fire Lane/Hydrant	0
Handicapped	0
Resident Only Zone	0
Permit Parking Only	7
Daily Parking Fee Zone	18
Other Parking Offense	1
Vehicle License	1
TOTAL	31

School Resource/Community Service Officer Activity Summary for March 2020

Written Reports	9
Foot Patrols / Premise Checks	84
I-Search and Too Good For Drugs Activities	N/A
Calls for Service	23
Other Assignments	30 assignments / 50 hours
Special Assignments	20 assignments / 93 hours (see below)

School and Community-Support Activity Highlights for March 2020

Ofc. Ransom completed the following:

- Attended DOJ training with Dominican University's CCRT from 03/01/20 – 03/06/20.
- Completed MEGGIT training on 03/09/2020.
- Attended Traffic Incident Management Training on 03/10/2020.
- Attended Threat Assessment Meeting on 03/10/2020.
- Conducted follow-up on bullying issue at Roosevelt (20-00270 Supp Completed) on 03/11/2020.
- Assisted St. Vincent with request for extra security on 03/11/2020.
- Attended PYD meeting on 03/11/2020.
- Conducted investigation on student harassment report (20-00268 | 2 supp reports) between 03/09/2020 and 03/13/2020.
- Reassigned to patrol on 03/13/2020.
- Worked daily on business checks and creating/updating RF Business Guide resulting from Covid-19.
- Completed Law Institute Training on 03/16/2020.
- Conducted follow up on truancy report (20-00287).
- Coordinated daily with businesses and schools to obtain PPE and sanitation donations/supplies.
- Assist Township Senior Care Corps in creating Elderly Task Force.
- Assisted Patrol with Structure Fire (20-00325 | 2 reports completed) on 03/26/2020.
- Attended Behavioral Threat Assessment Training Online on 03/27/2020.
- Attended Dementia Friendly River Forest meeting on 03/30/2020.
- Followed up on various complaints of residents not adhering to social distancing.
- Followed up on various complaints of non-businesses still in operation.
- Conducted investigation on suspicions of elderly abuse/neglect (20-00332 | supp completed.)

UPCOMING School and Community Support Activities for April 2020

Ofc. Ransom will:

- Put out April E-News
- Focus on Business Liaison and Crime Prevention duties during school closures.
- Attend Dominican CCRT video conference on 04/15/2020.
- Continue to build and update RF Business Guide.
- Continue to secure PPE and Sanitation resources for the department.
- Assist Officer Humphreys with reviewing Traffic Safety Challenge submission.
- Conduct regular business checks and foot patrols.
- Continue to ensure businesses are following guidelines of the state and village as dictated by executive orders.
- Continue to assist patrol with calls for service.

Sgt. Grill will:

- Assist with Red Light hearings.
- Assist with Adjudication hearings and manage caseload.
- Manage movie and commercial film details, permits, and requests.
- Assist with Information Technology projects.
- Address subpoenas, FOIA requests and other records requests for various sources of police video used in police response and criminal investigations.
- Manage various grant activities.
- Assist with Vehicle Maintenance and Equipment.

OEO Raymond will:

- Monitor parking issues near the various schools.
- Enforce any/all new regulated parking zones recently approved by the village board.
- Monitor crossing guard performance and presence.
- Monitor school crossing guards once school begins.
- Monitor parking issues near the River Forest Community Center.
- Monitor and enforce parking regulations in Daily Fee, Time Zone, Resident Only Zones, and Handicapped Parking Only Areas etc.
- Assist with Court records communications.
- Assist with Animal Control.
- Administer traffic control services during Fire and Police related events.
- Continue to utilize the Automated License Plate Reader to increase efficiency and effectiveness of parking enforcement efforts in an effort to gain better community compliance.

Active Solicitor Permits		
Individual or Organization	Description	Expires
Renewal by Anderson	Home Repair	12-July-20
Power Home Remodeling	Home Repair	30-Aug-20
Power Home Remodeling	Home Repair	13-Jan-21
Point Pest Control	Home Services	06-June-20
Environment Illinois	Home Repair	10-Feb-21
Eastern Promotions Inc.	Home Services	13-Sept-20

Budget and Fiscal Monitoring

March 01 – March 31, 2020

March is the eleventh month of Fiscal Year 2020. During the month of March, parking citation revenue was slightly lower than the monthly average projection of \$13,530 for the fiscal year (FY 2020).

Administrative tow revenue was lower than the FY 2020 monthly projection of \$10,754, and local ordinance revenue was lower than the monthly average of \$399 for FY 2020. Overtime costs were significantly lower than the monthly projection of \$15,021 for FY 2020. Some of these revenue streams are projected to be lower due to the Covid-19 pandemic, especially for the months of March, April, and possibly May. We will be monitoring and reporting any notable patterns or anomalies that occur during FY 2020.

Revenue/Expenditure Summary

Category	Total # Paid FY20 03/20	Total # Paid FY20 Y-T-D	Expenditure/ Revenue FY20 03/20	FY20 Y-T-D Expenditure/Revenue
Parking/Compliance Citations	266	3,114	\$10,201	\$152,868
Admin. Tows	11	182	\$5,500	\$90,700
Local Ordinance	0	14	\$0	\$2,255
Overtime	140 hrs.	2,178 hrs.	\$8,658	\$137,770

Significant Incidents and Notable Arrests:

20-00253 Driving While License Suspended

On March 1, 2020, around 6:04am, a River Forest officer on general patrol near Harlem Avenue and Chicago Avenue stopped a vehicle for speeding, 50mph in a 30mph zone. The driver, a 33-year old male from Chicago, was found to be driving with a suspended driver's license, which was suspended for DUI. The driver was arrested for Driving While License Suspended and later released on bond. The vehicle was towed with an administrative hold placed on the vehicle.

20-00260 Retail Theft

On March 4, 2020, at 11:10 AM, River Forest units were dispatched to Walgreen's, 7251 Lake Street, for the Retail Theft that just occurred. Officers located the offender, 28-year old male from Chicago, a few blocks away. The was positively identified by the witness. The offender was transported to the station, processed, and later released on bond.

20-00267 Public Indecency/Warrant Arrest/20-00262 Battery

On March 5, 2020, at 9:02 AM, River Forest units were dispatched to 7420 Central Ave, in reference a report of Public Indecency. The victim stated the offender was masturbating while she walked past him. Officers arrived and located the offender, 30-year old male from Cicero. The offender was positively identified by the victim and was transported to the station. It was determined the offender matched the description of an offender that battered a female victim by grabbing her buttocks a few days before at the same location (Report 20-00262). The victim in this case was contacted and positively identified the offender that was in custody. It was also determined that the offender was wanted for failing to appear on an Oak Park Police case for Public Indecency. The offender was charged with public indecency, the battery for the previous case, and the warrant. The offender

was later transported to Maybrook courthouse for bond hearing.

20-00271 No Valid Driver's License

On March 7, 2020, around 1:32am, a River Forest officer on general patrol in the 7900 block of Lake stopped a vehicle for swerving and drifting between lanes without using a signal. The driver, a 19-year old female from Chicago, admitted to being distracted by a cell phone and was found to be driving with no valid driver's license. The driver was arrested for driving with No Valid Driver's License, cited for Improper Use of an Electronic Communication Device, and later released on bond.

20-00273 Driving While License Suspended

On March 7, 20020 at 9:17 PM, a River Forest officer on patrol observed a motorbike traveling on side streets in River Forest without any lights or registration and disobeying stop signs. The officer was eventually able to catch up with the driver near Central and Franklin. The driver was a 19-year old male from Bellwood. The offender was found to have a suspended driver's license. The officer arrested the man for Driving While License Suspended, issued him 7 total citations and the motorbike was towed. The offender was released on bond with a court date in the Maybrook courthouse.

20-00276 Driving While License Revoked-Felony

On March 9, 2020, around 2:18am, a River Forest officer on general patrol near Harlem Avenue and Division stopped a vehicle for speeding, 55mph in a 30mph zone. The driver, a 28-year old male from Chicago, was found to be driving with a revoked driver's license. The license was revoked for DUI and also had four other suspensions for DUI and insurance violations. The male was arrested, charged with felony Driving While License Revoked and transported to bond hearing at the Maybrook Courthouse. The vehicle was towed with an administrative hold placed on the vehicle.

20-00285/286 Bicycle Theft/Retail Theft

On March 11, 2020 at 9:35 PM, River Forest officers responded to the area of Whole Foods at 7245 Lake Street for a reported Bicycle Theft in which the lock was cut off. The offenders were initially gone on arrival. An officer was able to speak with witnesses and use village camera footage to identify descriptions of offenders. At 10:17 PM, officers responded to Jewel at 7525 Lake Street for a report of a Retail Theft. An Officer recognized the description of the offenders as matching the bicycle thieves. River Forest and assisting Forest Park officers stopped a 26-year old Chicago male near Jewel, and a 22-year old Chicago female in the entrance to the Harlem Green Line stop. The man possessed lock-cutting equipment, the women was in possession of the stolen bicycle, and both of them had merchandise from Jewel. Jewel did not wish to sign complaints, but wanted both subjects banned from the property. The man and woman were charged with Theft for stealing the bicycle, released on bond, and have a court date in the Maybrook courthouse.

20-00288 Retail Theft/Resisting a Peace Officer

On March 12, 2020, at 2:01 PM, River Forest units were dispatched to Whole Foods, 7245 Lake Street, for the Retail Theft that just occurred. Officers located the offender, 33-year old female from Wheeling, a block away. The offender refused to comply with officers and actively resisted arrest. The offender was positively identified by the witness and was transported to the station. The offender continued to be uncooperative at the station and

began to hit her head against the wall and pulled out her own hair. Due to her actions, officers summoned the Fire Department and she was transported to the hospital for a psychological evaluation. The offender was charged with Retail Theft and Resisting Arrest. The offender was processed at the hospital and was released on bond.

20-00292 Driving Under the Influence

On March 12, 2020, around 11:27pm, a River Forest officer investigating a vehicle accident at Division and Franklin found the at-fault driver, a 45-year old male from Maywood, showing signs of impairment. The male failed standardized field sobriety tests and was placed under arrest for Driving Under the Influence (of Drugs). The offender refused to submit to chemical testing. The vehicle was towed with an administrative hold placed on the vehicle and the offender was later released on bond.

20-00294 Retail Theft/Possession of a Controlled Substance

On March 13, 2020, at 8:21 AM, River Forest units were dispatched to the Walgreen's, 7251 Lake Street, for the Retail Theft that just occurred. A Forest Park officer located the offender's vehicle in the area of 1st and Madison. Officers arrived and the witness positively identified the vehicle and the offender, a 51-year old male from Forest Park. The offender refused to comply with officers' commands and he attempted to ingest a baggie of heroin during the arrest. Officers were able to secure the offender and prevent him from ingesting the narcotic. The offender was transported to the station, processed and charged with Possession of a Controlled Substance, Retail Theft and Obstructing a Peace Officer. The offender was later transported to the Maybrook courthouse for bond hearing.

20-00298 Warrant Arrest

On March 13, 2020 at 6:33 PM, a River Forest officer on patrol was surveilling a subject on the 400 block of Lathrop. The officer noticed the subject place a backpack on the ground then take out drug paraphernalia consistent with heroin use. The officer stopped and identified the male, a 32-year old from Chicago, and found that he had an outstanding Illinois Department of Corrections warrant. The officer arrested the man and he was held at the River Forest Police Department until IDOC officers picked him up.

20-00305 Driving Under the Influence

On March 15, 2020, around 12:20am, a River Forest officer monitoring a call of a Reckless Driver observed the vehicle near North/Harlem and stopped it. The driver, a 65-year old male from Chicago, exhibited signs of impairment during standardized field sobriety tests and was placed under arrest for DUI. The offender provided a breath sample which revealed his BrAC to be 0.150. The vehicle was towed with an administrative hold placed on the vehicle and the offender was later released on bond.

20-00318 Retail Theft and Resisting Arrest

On March 24, 2020 at 3:23 PM, River Forest officers responded to Jewel at 7525 Lake Street for a Retail Theft. An officer located a 50-year-old Chicago male matching the description in the area of Hawthorne and Park. The officer approached the subject and observed the stolen liquor in his bag. The officer attempted to detain the offender. The offender attempted to walk away from the officer and pulled away in an attempt to flee. The officer was able to gain control of the offender and he was placed under arrest. The offender was charged with Retail

Theft and Resisting. The offender was released on bond with a court date at the Maybrook courthouse.

20-00333 Driving Under the Influence of Alcohol/Drug Paraphernalia

On March 30, 2020 at 8:59PM, a River Forest officer observed a vehicle commit multiple IVC violations in the 7700 block of Washington. The officer pulled the vehicle over and found that the driver, a 37-year old female from Chicago, appeared to be impaired. The offender was arrested for DUI and was also found to be in possession of drug paraphernalia. The offender submitted to a breathalyzer and gave a sample of .231. The offender was charged with DUI, Unlawful Possession of Drug Paraphernalia, and other traffic violations. The offender was eventually released on bond with a court date at the Maybrook courthouse.

The following chart summarizes and compares the measured activity for all three Patrol Watches during the month of March 2020:

	Midnights 2230-0630	Day Watch 0630-1430	Third Watch 1430-2230
Criminal Arrests	1	6	6
Warrant Arrests	3	1	2
D.U.I Arrests	2	0	1
Misdemeanor Traffic Arrests	2	3	3
Hazardous Moving Violations	33	47	33
Compliance Citations	16	17	9
Parking Citations	123	4	11
Traffic Stop Data Sheets	78	69	49
Quasi-Criminal Arrests/ L.O	0	0	4
Field Interviews	17	5	35
Premise Checks/Foot Patrols	573	380	512
Written Reports	24	40	39
Administrative Tows	4	3	3
Booted vehicles	0	0	0
Sick Time used (in days)	0	2	2

Detective Division

Detective Sergeant Labriola worked twenty (20) days performing detective duties.

Detective Fries worked eighteen (18) scheduled days performing detective duties.

Detective Sergeant Labriola and Detective Fries attended WEDGE for two shifts, and arrested two subjects wanted by Berwyn Police Department.

Detective Sergeant Labriola attended a Board of Fire and Police Commission meeting for two potential new

Police Department hires.

Detective Sergeant Labriola was reassigned to two afternoon patrol shifts.

Detective Sergeant Labriola completed numerous Certificates of Purchase from O'Hare Towing.

Detective Sergeant Labriola and Detective Fries conducted daily inventory of PPE supplies, ordered new supplies, and distributed the supplies to members of the department as necessary due to the COVID-19 pandemic. Furthermore, they have assisted patrol in their daily routines to adequately provide sufficient services to residents.

During the month of March, the Detective Unit opened up/reviewed seven (7) cases for potential follow-up. Of those cases, one (1) was Cleared by Arrest, five (5) are Pending, and one (1) was Referred to Responsible Jurisdiction. The Unit also continued to investigate open cases from previous months, as well as assisted the Patrol Division in multiple cases reported in the month of March.

Year-to-Date Arrest Statistics

Quantity Arrested	# Felony Charges	# Misdemeanor Charges	# Warrants
12	3	16	0

March 2020 Case Assignment Summary

Part I	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except	Pend	Refer	Unfound
Criminal Sexual Assault	2						1	1	
Battery	1	1							
Theft Over \$500	1						1		
Financial Exploitation of the Elderly	1						1		
Part I Total	5	1	0	0	0	0	3	1	0
Part II	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except Clear	Pend	Refer	Unfound
Deceptive Practice	1						1		
Retail Theft	1						1		
Part II Total	2	0	0	0	0	0	2	0	0
TOTALS	7	1	0	0	0	0	5	1	0

March 2020 Juvenile Arrests

Offenses	Adjusted	Cited	Petitioned	Referred
No Juvenile Arrests				
Total (0)	0	0	0	0

New Investigations

20-00252-Criminal Sexual Assault

On February 29, 2020 a juvenile and her mother contacted the Oak Park Police Department to report that a subject who the juvenile sent sexually explicit photographs to would forward those photographs to the juvenile's grandmother who is an employee at Oak Park River Forest High School. During the interview with the juvenile she reported she was sexually assaulted by another juvenile while they were at a mutual friend's residence in River Forest. The juvenile participated in a Forensic Interview at the children's Advocacy Center, and investigators have been contacting outcry witnesses as part of the investigation. Investigators have also obtained copies of any digital evidence that exists at this time. This case is pending interviews with the remaining witnesses, as well as information pertaining to social media accounts pursuant to a search warrant.

20-00258-Retail Theft

On March 02, 2020 at approximately 9:20AM River Forest Police responded to the Jewel/Osco located at 7525 Lake St. in response to a Retail Theft which just occurred. The male offender removed sixteen personal hygiene items from the store without purchasing the items. The store employee who witnessed the Retail Theft also obtained a license plate for the vehicle used in the commission in the crime. Investigators searched for the vehicle while assigned to WEDGE, and spoke with the registered owner's family members who were unable to provide more details. This case is still pending the identification of the offender or the location of the offending vehicle.

20-00259-Theft Over \$500

On March 3, 2020 at approximately 1:46PM a River Forest Officer received a report of a wallet theft which occurred at Whole Foods located at 7245 Lake St. Video surveillance was obtained and it captured the theft at 12:43Pm on February 6, 2020. A male and female subject worked in concert with one another to take the victim's wallet from her purse which was in her shopping cart. The subjects used the victim's credit cards after the theft at numerous locations. Investigators utilized the store video surveillance as well as the River Forest street cameras to identify the offenders as well as the offending vehicle. Investigators searched for the vehicle and offenders while assigned to WEDGE but were unsuccessful. This case is pending the location of the offenders or the offending vehicle.

20-00261-Deceptive Practice

On March 4, 2020 a Security Investigator with Citibank came to the River Forest Police Department to speak with investigators. He advised that a former Citibank employee who worked at the 7221 Lake St. location had made a fraudulent ACH payment to pay one of her bills from a Citibank customer's account. It was later discovered

that numerous fraudulent ACH payments were made to multiple people's accounts from Citibank customers. All of the customer accounts were accessed by the former employee. Investigators are awaiting Grand Jury Subpoenas to be sent to all of the companies who received the fraudulent payments to identify the account holders' identities.

20-00262-Battery

On March 4, 2020 at 7:51AM a River Forest resident related that earlier that morning at approximately 7:00AM she was walking in the 7400 block of Central when a man approached her and touched her buttocks and between her legs. On March 5, 2020 River Forest Police arrested a 30-year-old male subject from Chicago for public indecency. Investigators reviewed the River Forest street cameras for this battery and it appeared that the male subject in custody was wearing the same clothing as the subject in custody for public indecency. He was interviewed and implicated himself in this Battery. The victim also identified him from a photo lineup. The male was charged with Battery, and this case was cleared by arrest.

20-00279-Criminal Sexual Assault

On March 9, 2020 at approximately 8:34PM a River Forest Officer received a telephone call from a camp counselor in Wisconsin who related that one of the summer campers expressed that she was sexually assaulted in January by another camper. Investigators spoke to the juvenile's mother who resides in River Forest, and later met with the juvenile. It was determined that the sexual assault took place in the city of Chicago. Investigators continued to offer support to the juvenile and her mother as they referred them to the Chicago Police Department to file a report if they chose to do so. This case was cleared by referring it to the proper jurisdiction.

20-00327-Financial Exploitation of the Elderly

On March 27, 2020 a River Forest Officer took a Financial Exploitation of the Elderly report from the daughter (Power of Attorney) of a resident who resides in the 1300 block of Lathrop. The resident's daughter explained that she had hired care takers through a company located in Oak Park who also was tasked with purchasing groceries for him. After reviewing the resident's credit card bills it was determined that the employee had purchased multiple gift cards as well as products for herself which were not authorized by the resident or his daughter. Investigators have been in contact with the resident's daughter, the manager of the company who terminated the employee believed to have used the credit card without permission, and obtained both the receipts and video surveillance from where the purchases were made. This case is still pending.

Old Cases

20-00217-Sex Offender Violation

On March 9, 2020 at 8:10AM Investigators arrested a 56-year-old male from River Forest who was providing false information while registering as a sex offender. Furthermore, he was charged with residing within 500 feet from a school in River Forest. This case was cleared by an arrest.

Training

During the month of March 2020, seven (7) officers attended different training classes for a total of one hundred seventy-six (176) hours of training. The Department members, courses, and total number of hours included in the course are detailed below.

Officer Name	Course Title	Start	End	Hours
Balaguer	Domestic Violence/Crisis Intervention	03/05/2020	03/05/2020	8
Czernik	TASER Instructor/16hrs Online	03/03/2020	03/03/2020	24
Grill	Traffic Incident Management	03/10/2020	03/10/2020	4
Humphreys	Crash Investigation #1	03/02/2020	03/13/2020	80
Murillo	Crisis Intervention Team	03/09/2020	03/13/2020	40
Ostrowski	Beneath the Body Armor	03/11/2020	03/11/2020	8
Ransom	Traffic Incident Management	03/10/2020	03/10/2020	4
Ransom	Basic Threat Assessment	03/27/2020	03/27/2020	8
Totals				176

During the month, nineteen (19) training courses were canceled due to the ongoing pandemic.



MEMORANDUM

DATE: April 7, 2020
TO: Eric J. Palm, Village Administrator
FROM: John Anderson, Director of Public Works
SUBJECT: Monthly Report – March 2020

Executive Summary

In the month of March, the Department of Public Works continued with winter operations and began transitioning to spring operations with a heavy emphasis on inlet/catch basin cleaning, street sweeping and tree trimming. There was one snow & ice event that required a response which resulted in distributing 8.3 tons of rock salt on Village streets. Public Works staff met with an energy consultant who specializes in converting existing lighting to LED lighting while receiving the financial incentives provided by Comed. Next year's budget includes the conversion of interior lighting in Village Hall to LED lighting. The area that will be focused on first will be the entryway, 2nd floor lobby and the 2nd floor office spaces. Bid openings were held for the 2020 tree trimming and tree removal programs. Bids were received on 3/11 and the lowest most responsible bidders were Davis Tree Care for trimming and Homer Tree Service for removals. These are the contractors that are currently used for these services. The new contracts will be utilized for the upcoming work to be performed in the next fiscal year. The traffic signal upgrade project at Lake and Thatcher began on 3/12. This project will update the existing intersection by adding turn signals in every direction. H&H Contractors is performing this work and the project is expected to last 5 weeks. Due to the COVID-19 pandemic there were changes made to the staffing schedule of Public Works employees. Staff was divided into alternating shifts to ensure that the entire group of employees weren't on site at any one time. This shift schedule began on 3/18 and has been ongoing during the pandemic. Tree trimming, street sweeping, and inlet/catch basin cleaning has been continuing during this time. These tasks remain essential due to their impacts on preventing excessive storm damage from downed limbs, street flooding and/or sewer backups should sewers and catch basins not be proactively maintained.

Public Works items approved/discussed by the Village Board of Trustees in March:

- Discussion & Direction: Solid Waste & Refuse Contract
- Award of Contract and Bid to Davis Tree Care & Landscaping for the 2020 Tree Trimming Program in a not-to-exceed amount of \$48,000.00
- Award of Contract and Bid to Home Tree Care for the 2020 Tree and Stump Removal Program in a not to-exceed amount of \$44,000.00

Sustainability Commission Meeting Items

- Commissioner Reports and Updates
- Earth Day
- Green Block Parties
- Energy – FAQ Document and Aggregation

Engineering Division Summary

- Reviewed 16 grading plan permit submittals
- Conducted monthly Combined Sewer Overflow (CSO) inspection
- Continued to coordinate the 2019 Commuter Parking Study Survey
- Acquired all permits for the 2019 Water Main Improvement Project (IEPA, MWRD, IDOT, UPRR)
- Continued to coordinate development project at Chicago and Harlem
- Continued to coordinate Geographic Information System (GIS) improvements through the Village's consultant (MGP)
- Continued design of the 2020 Water Main Improvement Project
- Continued design of the 2020 Street Improvement Project and submitted for IDOT permit
- Continued design of the 2020 Alley Reconstruction Project
- Competitively bid the 2020 Street Patching, Curb and Sidewalk, Pavement Preservation, Crackfill and Sewer Lining Projects
- Coordinated with the contractor to have the Gale Ave Alley pavers all removed and re-laid to address the excessive settling that had taken place
- Attended a 2-day conference on Floodplain Management

Public Works – Operations

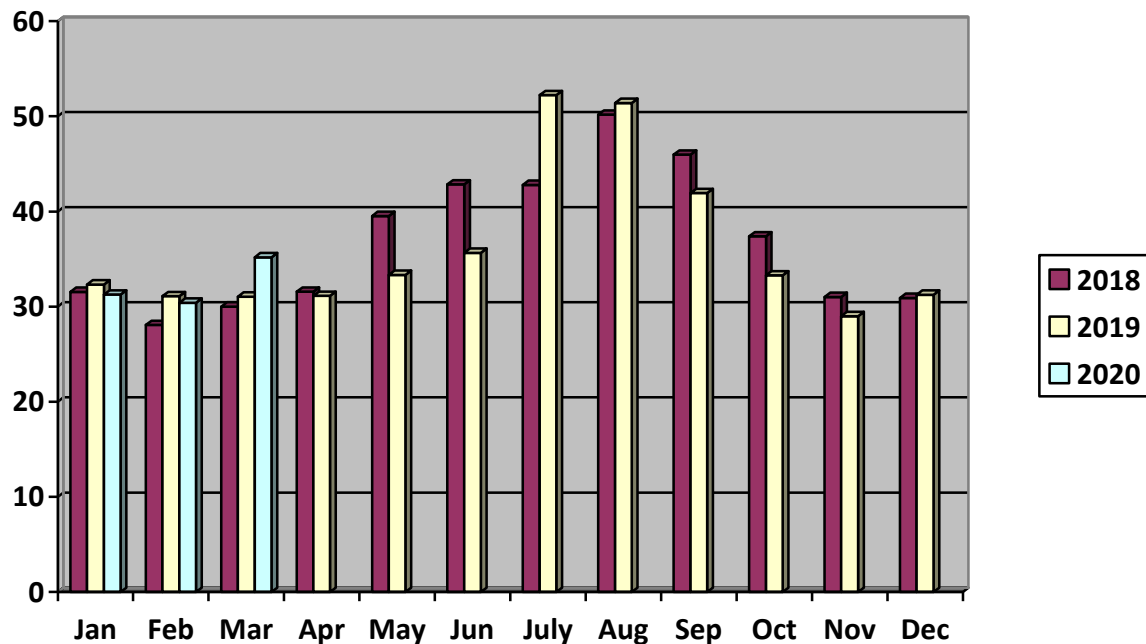
The following is a summary of utility locate requests received from JULIE (Joint Utility Locating Information for Excavators) and work orders (streets, forestry, water, sewer, etc.) that were received and processed during the past 12 months:

	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Utility Locates	127	226	210	457	311	206	155	77	55	40	28	56
Work Orders	32	39	61	54	46	28	64	44	23	14	5	6

Water and Sewer

Monthly Pumpage: March's average daily pumpage of 1.13 million gallons (MG) is slightly higher than March's average of 1.01 MG in 2019.

Volume of Water Pumped into the Distribution System (Million Gallons)



Residents and Businesses were notified of backflow violations, but no shut offs were delivered in March due to the COVID-19 pandemic.

Two water service leaks were found at 1428 Clinton and 934 Bonnie Brae. They were the responsibility of the homeowners and were both repaired by NG Plumbing. A fire hydrant at 325 Thatcher which showed a low flow rate was repaired on 3/5.

The Water Division personnel performed these additional tasks in March:

- Responded to 152 service calls
- Installed 4 meters
- Exercised 1 valve

Streets and Forestry

Staff in the Streets and Forestry division focused heavily on inlet/catch basin cleaning, street sweeping and tree trimming. These are the details of the tasks performed frequently in the month of March:

Description of Work Performed	Quantity
Sign Repairs/Fabrication	33
Street Sweeping (curb miles)	174
Inlet/Catch Basin Cleaning	159
Trees Trimmed	235
Trees Removed	1
Stumps Removed	10
Number of Snow & Ice Responses	1
Salt Used (tons)	8.3



Village of River Forest
Village Administrator's Office
 400 Park Avenue
 River Forest, IL 60305
 Tel: 708-366-8500

MEMORANDUM

Date: April 8, 2020
 To: Eric Palm, Village Administrator
 From: Lisa Scheiner, Assistant Village Administrator
 Subj: Village-Wide Performance Measurement Report – March 2020

Building Department Performance Measures	FY 2019 Actual	FY 2020 Goal	March Actual	FY 2020 YTD
Plan reviews of large projects completed in 21 days or less	75% (98 of 130)	95%	85% (11 of 13)	86% (97 of 113)
Average length of review time for plan reviews of large projects	18.1 days (Monthly Avg)	>21	14 days	14.2 days (Monthly Avg)
Re-reviews of large projects completed in 14 days or less	92% (160 of 174)	95%	90% (9 of 10)	94% (130 of 138)
Average length of review time for plan re-reviews of large projects	10.1 days (Monthly Avg)	>14	7.4 days	8.1 days (Monthly Avg)
Plan reviews of small projects completed in 7 days or less	100% (185 of 185)	95%	100% (15 of 15)	100% (139 of 139)
Express permits issued at time of application	100% (231 of 231)	100%	100% (11 of 11)	100% (200 of 200)
Inspections completed within 24 hours of request	100% (1576 of 1576)	100%	100% (111 of 111)	100% (1464 of 1464)
Contractual inspections passed	93% (1459 of 1576)	80%	96% (107 of 111)	94% (1383 of 1464)
Inspect vacant properties once per month	100% (210 of 210)	100%	100% (21 of 21)	100% (218 of 218)
Code violation warnings issued	179	N/A	0	123
Code violation citations issued	40	N/A	0	28
Conduct building permit survey quarterly	4	1 per quarter	1	3
Make contact with existing business owners	60	5/month 60/year	5	35

Fire Department Performance Measures	FY 2019 Actual	FY 2020 Goal	March Actual	FY 2020 YTD
Average fire/EMS response time for priority calls for service (Includes call processing time)	4:13 minutes	5 Min	3:58 minutes	4:06 minutes
Customer complaints and/or public safety professional complaints	0%	<1%	0%	0%
All commercial, multi-family and educational properties inspected annually	334	335 inspections	31	289
Injuries on duty resulting in lost time	1	<3	0	1
Plan reviews completed 10 working days after third party review	2.17 days on average	<10	1. days on average	2.43 days on average
Complete 270 hours of training for each shift personnel	4792.8	4824	499.75	4381.25
Inspect and flush fire hydrants semi-annually	455	445 annually	0	382

Police Department Performance Measures	FY 2019 Actual	FY 2020 Goal	March Actual	FY 2020 YTD
Average police response time for priority calls for service (Does not include call processing time)	4:53 minutes	4:00	4:15 minutes	4:55 minutes
Injuries on duty resulting in lost time	2	0 Days Lost	0	4
Reduce claims filed for property & vehicle damage caused by the Police Department by 25%	7	<3	0	4
Maintain positive relationship with the bargaining unit and reduce the number of grievances	0	0%	0	1
Reduce overtime and improve morale by decreasing sick leave usage	116 days	10% reduction	10 days	233 days
Track accidents at Harlem and North to determine impact of red light cameras	17 accidents	10% reduction	0 accidents	5 accidents
Decrease reported thefts (214 in 2012)	167	5% reduction	11	168
Formal Citizen Complaints	0	0	0	0
Use of Force Incidents	10	0	2	14
Send monthly crime alerts to inform residents of crime patterns and prevention tips	148	1 email/month; 12 emails/year	16	138

Public Works Performance Measures	FY 2019 Actual	FY 2020 Goal	March Actual	FY 2020 YTD
Complete tree trimming/pruning service requests within 7 working days	98% (171 of 175)	95%	100% (1 of 1)	97% (203 of 210)
Complete service requests for unclogging blocked catch basins within 5 working days	100% (8 of 8)	95%	N/A (0 of 0)	100% (5 of 5)
Percent of hydrants out of service more than 10 working days	0.00% (0 of 2640)	<1%	0.00% (0 of 440)	0.00% (0 of 4400)
Replace burned out traffic signal bulb within 8 hours of notification	N/A	99%	N/A	N/A
Complete service requests for patching potholes within 5 working days	100% (12 of 12)	95%	N/A (0 of 0)	100% (8 of 8)
Repair street lights in-house, or schedule contractual repairs, within five working days of notification	96% (23 of 24)	95%	100% (1 of 1)	100% (24 of 24)
Safety: Not more than two employee injuries annually resulting in days off from work	1	≤2	0	0
Safety: Not more than one vehicle accident annually that was the responsibility of the Village	2	≤1	0	0
Televis 2,640 lineal feet of combined sewer each month from April – September	165% (26196 of 15840)	2,640/ month (15,840/ year)	N/A (0 of 0)	243% (32098 of 13200)
Exercise 25 water system valves per month	43% (117 of 275)	25/month (300/year)	04% (1 of 25)	90% (226 of 250)
Complete first review of grading plans within 10 working days	100% (98 of 98)	95%	100% (16 of 16)	100% (99 of 99)

N/A: Not applicable, not available, or no service requests were made



MEMORANDUM

Date: April 13, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Village Administrator's Report

Upcoming Meetings (all meetings are at Village Hall unless otherwise noted)

Tuesday, April 14	7:00 PM	Sustainability Commission Meeting – <i>Cancelled</i>
Wednesday, April 15	5:00 PM	Special Board of Fire and Police Commissioners Meeting
Thursday, April 16	7:30 PM	Development Review Board Meeting – <i>Cancelled</i>
Monday, April 20	7:00 PM	Committee of the Whole (C.O.W.) Meeting – <i>Cancelled</i>
Tuesday, April 21	7:00 PM	Plan Commission Meeting – <i>Cancelled</i>
Wednesday, April 22	6:00 PM	Board of Fire and Police Commissioners Meeting – <i>Tentative</i>
Thursday, April 23	2:00 PM	Fire Pension Board Meeting
Thursday, April 23	3:30 PM	Police Pension Board Meeting
Thursday, April 23	7:00 PM	Historic Preservation Commission Meeting – <i>Cancelled</i>
Monday, April 27	7:00 PM	Village Board of Trustees Meeting

Recent Payments of >\$10,000

In accordance with the purchasing policy, the following is a summary of payments between \$10,000 and \$20,000 that have occurred since the last Board meeting:

Vendor	Amount	Description
ClientFirst Consulting Group	\$13,998	IT Consulting
Klein Thorpe and Jenkins	\$17,529	Legal Consulting
West Suburban Consolidated Dispatch	\$10,877	Monthly Contribution – 911 Dispatch
Benistar/Hartford	\$11,450	Retiree Insurance
MOE Funds	\$14,592	Public Works Health Insurance
Motorola Solutions	\$15,640	Purchase of Radios
Radarsign LLC	\$19,968	Purchase of Solar Radar Signs

New Business Licenses:

None

Thank you.



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 9, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Ratification & Adoption of Executive Order 20-03

After the conclusion of the March 30, 2020 Village Board Meeting, the Village President signed an order continuing the State of Emergency in River Forest due to the COVID-19 epidemic. During this time, one executive order was issued.

The Village has observed and received complaints of violations of the Governor's "Stay At Home" Executive Order. At times, people in the Village have not complied with the Stay At Home Executive Order's requirements to only conduct essential activities and to maintain social distancing while doing so. The Village has worked hard to have residents and businesses voluntarily comply with the Stay At Home Executive Order. Voluntary compliance is the Village's desire. However, if someone chooses to not comply **with fair and ample warning** and the public's health, safety or welfare are at risk, the Village needs to have appropriate tools available to gain compliance, and the tools should allow the Village to respond proportionally to the situation presented. Some municipalities have used criminal charges for reckless conduct to try to gain compliance with the Stay At Home Executive Order. The Village would prefer to not press criminal charges for violations of the Stay At Home Executive Order unless required under the circumstances, especially if other tools are available and appropriate.

With warm weather approaching, and with increasing concerns about compliance with the Governor's Stay At Home Executive Order, the Village President issued Executive Order No. 20-3 on Friday April 3, 2020. The Village President's Executive Order made it a Village nuisance ordinance violation to not comply with the Governor's Stay At Home Executive Order. A nuisance is an ordinance violation, also known as a "petty offense," punishable only by a fine – it is not a criminal charge. Nuisance violations are not sent to the Circuit Court of Cook County to be decided, but instead go to the Village's administrative adjudication system. The Village President's Executive Order has been turned into an ordinance amending the Village Code for your consideration and action. If approved, the Village Code will be amended to permanently make the change set forth in the Village President's Executive Order No. 20-3.

Please let me know if you have any questions.

Thank you.

Attachment
Ordinance

ORDINANCE NO.____

AN ORDINANCE AMENDING THE VILLAGE OF RIVER FOREST VILLAGE CODE REGARDING NUISANCES DUE TO VIOLATIONS OF THE ILLINOIS GOVERNOR'S PUBLIC HEALTH, SAFETY AND WELFARE EXECUTIVE ORDERS

WHEREAS, the Village of River Forest ("Village") is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, on March 16, 2020, the Village President and Board of Trustees adopted Ordinance 3800, entitled "An Ordinance Amending the Village of River Forest Village Code Authorizing the Village President to Declare a State of Emergency if Needed," which created Section 1-5-7 of the Village of River Forest Village Code, entitled "State of Emergency," authorizing the Village President to declare a state of emergency in the Village pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and

WHEREAS, on March 30, 2020, the Village President declared a continued state of emergency in the Village due to the threats to the public's health, safety and welfare from the COVID-19 pandemic pursuant to the "Declaration of a Continued State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 30, 2020)," which is attached hereto as **EXHIBIT A** and made a part hereof ("Continued Declaration"); and

WHEREAS, on April 3, 2020, the Village President issued Executive Order 20-3 pursuant to the Continued Declaration, entitled "Executive Order Requiring Compliance with Executive Orders of the Governor of the State of Illinois Protecting the Public's Health, Safety and Welfare Under a Declaration of a State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 30, 2020)," which is attached hereto as **EXHIBIT B** and made a part hereof ("Executive Order 20-3"); and

WHEREAS, pursuant to Section 1-5-7.C.8. of the Village of River Forest Village Code ("Village Code"), the expiration of the Continued Declaration and Executive Order 20-3 shall be no later than the adjournment of the first regular or special meeting of the Village President and Board of Trustees after the Declaration was issued; and

WHEREAS, the Village President and Board of Trustees desire to adopt and codify Executive Order 20-3 in the Village of River Forest Village Code ("Village Code") as set forth below; and

WHEREAS, the Village President and Board of Trustees have determined that it would best serve the public's health, safety and welfare to amend the Village Code as set forth below;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above shall be and are incorporated in this Section 1 as if restated herein.

SECTION 2: Village Code Amendment. That the Village Code is amended as follows, with additions underlined and deletions struck through:

Section 6-8-2.N. of the Village Code, entitled "Executive Orders," is hereby created and shall read as follows:

"To violate an executive order in furtherance of the public's health, safety and welfare issued by the Governor of the State of Illinois pursuant to the authority granted in Article 5 of the Illinois Constitution and in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/1, et seq., as amended."

SECTION 3: Continuing Effect. That all parts of the Village Code not amended herein shall remain in effect.

SECTION 4: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 5: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 6: Effectiveness. That this Ordinance shall be in full force and effect upon its passage and approval according to law.

[THIS SPACE INTENTIONALLY LEFT BLANK]

PASSED this 13th day of April, 2020 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 13th day of April, 2020.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

EXHIBIT A
CONTINUED DECLARATION
(attached)

DECLARATION NO. 20-2

DECLARATION OF A CONTINUED STATE OF EMERGENCY IN THE VILLAGE OF RIVER FOREST, COOK COUNTY, ILLINOIS (COVID-19 – MARCH 30, 2020)

WHEREAS, the Village of River Forest ("Village") is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, COVID-19, also known as the "coronavirus," is a dangerous disease which has spread around the world, including in the United States, in the State of Illinois, in Cook County and in the Village; and

WHEREAS, COVID-19 is a contagious disease that has caused, and will continue to cause, loss of life, loss of productivity, hardship and suffering to persons residing in or doing business in and around the Village; and

WHEREAS, COVID-19 is a direct and serious threat to the public's health, safety and welfare; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 virus a pandemic; and

WHEREAS, on March 10, 2020, the President of the Cook County Board of Commissioners issued a disaster proclamation in Cook County, Illinois related to the COVID-19 pandemic; and

WHEREAS, on March 9, 2020, the Governor of the State of Illinois issued a disaster proclamation in the State of Illinois related to the COVID-19 pandemic; and

WHEREAS, on March 13, 2020, the President of the United States declared a nationwide emergency under Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 52 U.S.C. 5121, *et seq.*, related to the COVID-19 pandemic; and

WHEREAS, Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6, provides that the corporate authorities of the Village of River Forest may grant the Village President the extraordinary power and authority to exercise, by executive order during a state of emergency, such of the powers of the Village's corporate authorities as may be reasonably necessary to respond to the emergency; and

WHEREAS, on March 16, 2020, the Village President and Board of Trustees adopted Ordinance 3800 entitled "An Ordinance Amending the Village of River Forest Village Code Authorizing the Village President to Declare a State of Emergency if Needed," which created Section 1-5-7 of the Village of River Forest Village Code ("Village Code"), entitled "State of Emergency," authorizing the Village President to

declare a state of emergency in the Village pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and

WHEREAS, on March 16, 2020, the Village President issued the “Declaration of a State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 16, 2020)” (“Declaration 20-1”) under Section 1-5-7 of the Village Code; and

WHEREAS, on March 17, 2020 and March 24, 2020, the Village President issued Executive Orders 20-1 and 20-2, respectively, under Declaration 20-1 to assist Village residents, businesses and the community at large with the significant negative repercussions of the COVID-19 pandemic; and

WHEREAS, under Section 1-5-7 of the Village Code, Declaration 20-1 was only in effect until adjournment of the first regular or special meeting of the Village President and Board of Trustees after Declaration 20-1 was issued; and

WHEREAS, the Village President and Board of Trustees held and adjourned a special meeting on March 30, 2020, and Declaration 20-1 expired at the adjournment of that meeting; and

WHEREAS, the COVID-19 pandemic has not ended and continues to expand and worsen in the State of Illinois, in Cook County and in the Village; and

WHEREAS, continuing the declaration of a state of emergency in the Village is necessary to allow the Village to continue to rapidly respond to the COVID-19 pandemic and to assist in preventing the loss of life and injuries, alleviating damages, loss, hardship and suffering related to the pandemic;

NOW, THEREFORE, BE IT DECLARED, under oath by the Village President of the Village of River Forest, Cook County, Illinois:

SECTION 1: Incorporation. That the recitals above shall be and are incorporated in this Section 1 as if restated herein.

SECTION 2: Declaration of a State of Emergency. That a state of emergency is declared in the Village of River Forest, Cook County, Illinois.

SECTION 3: Executive Orders. That the Village President is authorized to exercise, by executive order, such powers of the Village President and Board of Trustees as the Village President deems reasonably necessary to allow the Village to respond to the emergency.

SECTION 4: Procedures, Protocols and Regulations Subject to Suspension. That the Village Administrator shall present requests to the Village President for approval of executive orders described in Section 3 above. Executive

orders may address any Village regulations reasonably necessary to allow the Village to respond to the emergency.

SECTION 5: Duration. That the state of emergency declared herein shall expire upon the earlier of (a) the adjournment of the next regular or special meeting of the Village President and Board of Trustees, which is scheduled for April 13, 2020, or (b) withdrawal of this Declaration by the Village President.

SECTION 6: Filing. That this declaration shall be filed with the Village Clerk upon its execution by the Village President.


Catherine Adduci, Village President

Subscribed and sworn to before me
this 30th day of March, 2020.


Notary Public



EXHIBIT B
EXECUTIVE ORDER 20-3
(attached)

EXECUTIVE ORDER NO. 20-03

EXECUTIVE ORDER REQUIRING COMPLIANCE WITH EXECUTIVE ORDERS OF THE GOVERNOR OF THE STATE OF ILLINOIS PROTECTING THE PUBLIC'S HEALTH, SAFETY AND WELFARE UNDER A DECLARATION OF A STATE OF EMERGENCY IN THE VILLAGE OF RIVER FOREST, COOK COUNTY, ILLINOIS (COVID-19 – MARCH 30, 2020)

WHEREAS, the Village of River Forest ("Village") is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, COVID-19, also known as the "coronavirus," is a dangerous disease which has spread around the world, including in the United States, the State of Illinois and Cook County; and

WHEREAS, COVID-19 is a direct and serious threat to the public's health, safety and welfare; and

WHEREAS, on March 16, 2020, the Village President declared a state of emergency in the Village in Declaration 20-1, entitled "Declaration of a State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 16, 2020)" ("Declaration"); and

WHEREAS, on March 20, 2020, the Governor of the State of Illinois issued Executive Order 20-10, which as amended and extended, is a "Stay At Home" order, allowing only "essential businesses" to operate and limiting the movement of persons in Illinois in order to slow the spread of COVID-19, which has a significant and material impact on Village residents and businesses; and

WHEREAS, on March 30, 2020, the Village President declared a continued state of emergency in the Village in Declaration 20-2, entitled "Declaration of a Continued State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 30, 2020)" ("Continued Declaration"); and

WHEREAS, the Declaration and the Continued Declaration were made pursuant to authority granted to the Village President in Section 1-5-7 of the Village of River Forest Village Code, entitled "State of Emergency," and pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and

WHEREAS, the Village President has determined that it is necessary to make this Executive Order to best protect the public's health, safety and welfare regarding the COVID-19 pandemic;

NOW, THEREFORE, BE IT ORDERED, by the Village President of the Village of River Forest, Cook County, Illinois:

SECTION 1: Incorporation. That the recitals above shall be and are incorporated in this Section 1 as if restated herein.

SECTION 2: Executive Order. That in order to help Village residents, businesses and the community at large deal with the significant negative health repercussions of the COVID-19 pandemic it is ordered:

1. **Nuisance Declared.** Executive orders in furtherance of the public's health, safety and welfare issued by the Governor of the State of Illinois pursuant to the authority granted in Article 5 of the Illinois Constitution and in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/1, *et seq.*, as amended, shall be observed and obeyed in the Village. Violations of these executive orders are hereby declared a public nuisance.

2. **Violation.** It shall be unlawful for any person, partnership, joint venture, association, society, club, trustee, company or corporation, or any officer, agent, employee or any kind of personal representative thereof, to violate an executive order in furtherance of the public's health, safety and welfare issued by the Governor of the State of Illinois pursuant to the authority granted in Article 5 of the Illinois Constitution and in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/1, *et seq.*, as amended.

3. **Penalty.** A violation of an executive order in furtherance of the public's health, safety and welfare issued by the Governor of the State of Illinois pursuant to the authority granted in Article 5 of the Illinois Constitution and in Section 7 of the Illinois Emergency Management Agency Act, 20 ILCS 3305/1, *et seq.*, as amended, shall be punished by a fine not exceeding Seven Hundred Fifty and No/100 Dollars (\$750.00). A separate offense shall be deemed to have been committed for each day a violation continues.

SECTION 3: Duration. That this Executive Order takes effect immediately and expires upon the earlier of (a) the Declaration ending, or (b) withdrawal of this Executive Order by the Village President.



Catherine Adduci, Village President

DATE: April 3, 2020



MEMORANDUM

Date: April 6, 2020

To: Eric Palm
Village Administrator

From: Rosemary McAdams, Director of Finance

Subject: Approval of Ordinance Adopting the Fiscal Year 2021 Budget

The proposed budget for the Village of River Forest for the fiscal year beginning on May 1, 2020 and ending on April 30, 2021 will be presented to the Village Board at a special meeting on April 13, 2020. The following is a summary of the Village's Proposed Fiscal Year 2021 Budget:

Fiscal Year 2021 Budget Revenues and Expenditures				
	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget
Village				
Revenues	\$ 28,177,840	\$ 30,452,227	\$ 32,073,701	\$ 30,708,204
Expenditures	26,758,785	31,856,510	31,096,911	31,554,092
Library				
Revenues	\$ 1,333,948	\$ 1,429,000	\$ 1,404,800	\$ 1,393,000
Expenditures	1,273,509	1,862,600	1,780,500	1,468,000

The Ordinance Adopting the 2021 Annual Budget and the budget letter, summary schedules by fund, and detailed budget reports by fund and account for all Village funds and the River Forest Public Library from the Fiscal Year 2021 Annual Budget are attached to this memo. The River Forest Public Library Board approved their budget on April 1, 2020. There have been no changes to the budget that is being presented to the board at the special meeting on April 13, 2020.

A public hearing on the Village Fiscal Year 2021 Budget will be held on April 13th at 7:00 p.m. A notice of the public hearing was published in the Chicago Tribune on April 6, 2020 as required by Illinois State Statute. The budget has been available for public inspection on the Village's website and at the Village Hall. The final budget document will be compiled and distributed to the Board following approval.

Requested Board Action: Motion to Approve *An Ordinance Adopting the Annual Budget for the Fiscal Year Commencing on the 1st Day of May, 2020 and Ending on the 30th Day of April, 2021 for the Village of River Forest, Illinois.*

ORDINANCE NO.

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR CORPORATE
PURPOSES FOR THE FISCAL YEAR COMMENCING ON THE 1ST DAY
OF MAY, 2020 AND ENDING ON THE 30TH DAY OF APRIL, 2021 FOR THE
VILLAGE OF RIVER FOREST, ILLINOIS**

WHEREAS, the President and Board of Trustees of the Village of River Forest passed and approved Ordinance No. 2084 on October 12, 1981, which Ordinance authorized the passage of the annual budget by majority vote of the president and members of the board in lieu of passage of an appropriation ordinance; and

WHEREAS, the tentative Annual Budget has been made available for public inspection and as required by 65 ILCS 5/8-2-9.9 and a public hearing on said budget has been duly held on April 13, 2020;

BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

Section 1: That the annual budget for the fiscal year commencing on the 1st day of May, 2020 and ending on the 30th day of April, 2021 for the Village of River Forest, Cook County, Illinois, attached hereto and made a part hereof, is hereby adopted and approved.

Section 2: This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

Ayes:

Nays:

Absent:

APPROVED by me this 13^h day of April, 2020.

Catherine Adduci, Village President

APPROVED and FILED in my office this 13th day of April, 2020 and published in pamphlet form in the Village of River Forest, Cook County, Illinois.

ATTEST:

Kathleen Brand-White, Village Clerk



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 8, 2020

To: Eric Palm, Village Administrator

From: Jonathan Pape, Assistant to the Village Administrator

Subj: Temporary Relief from the Public Hearing Requirements for Applications to Demolish
Accessory Structures on Significant Properties

Under the current Village code, the Historic Preservation Commission has procedures for handling Certificate of Appropriateness applications when a meeting is not scheduled within 30 days of an application. In this scenario, the application is reviewed by a subcommittee of two members and a decision is reached and issued. These procedures are regularly utilized for window reviews, and under the code can also be used for any application except demolition.

Demolition of a structure on a significant property, including accessory structures such as a garage, are currently required to go through a Public Hearing procedure that includes the Commission determining that a complete application has been filed, the applicant providing notice to the public of a hearing via yard sign, newspaper, and by mail, and holding a Public Hearing.

The proposed ordinance would suspend the Public Hearing requirement for applications to demolish accessory structures on significant properties. Instead, these application would be allowed to be heard under the Commission's existing procedure of review by subcommittee. This change would only apply to accessory structure, such as a garage, and not the primary structure on the property. The change would only be in effect until the end of the Illinois COVID-19 disaster proclamation.

The Commission would have the option to either issue or withhold a Certificate of Appropriateness for the demolition of the accessory structure. In the event the Commission withholds the Certificate, they will issue a demolition delay of up to six months from the date

of the completed application. This is the same decision they would make under the current code.

The Commission currently has an application pending for the demolition of a garage on a significant property. But for this ordinance change, this application would need to wait until a Commission meeting and a Public Hearing could be safely held. The goal of the ordinance is to provide prompt response to a resident's application and allow the Historic Preservation Commission to preserve their prerogatives during the COVID-19 pandemic.

Staff developed this solution in conjunction and with the support of Historic Preservation Commission Chairman Dave Franek.

Recommendation

It is recommended that the Village Board of Trustees move to approve the ordinance as presented.

Attachments:

- Ordinance

**AN ORDINANCE PROVIDING TEMPORARY RELIEF FROM THE
PUBLIC HEARING REQUIREMENTS UNDER THE VILLAGE OF RIVER FOREST
HISTORIC PRESERVATION ORDINANCE FOR APPLICATIONS TO DEMOLISH
ACCESSORY STRUCTURES ON SIGNIFICANT PROPERTIES**

WHEREAS, the Village of River Forest ("Village") is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, COVID-19, also known as the "coronavirus," is a dangerous disease which has spread around the world, including in the United States, in the State of Illinois, in Cook County and in the Village; and

WHEREAS, COVID-19 is a contagious disease that has caused, and will continue to cause, loss of life, loss of productivity, hardship and suffering to persons residing in or doing business in and around the Village; and

WHEREAS, COVID-19 is a direct and serious threat to the public's health, safety and welfare; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 virus a pandemic; and

WHEREAS, on March 10, 2020, the President of the Cook County Board of Commissioners issued a disaster proclamation in Cook County, Illinois related to the COVID-19 pandemic; and

WHEREAS, on March 9, 2020, the Governor of the State of Illinois issued a disaster proclamation in the State of Illinois related to the COVID-19 pandemic, which was extended through at least April 30, 2020, and which may be extended longer; and

WHEREAS, on March 13, 2020, the President of the United States declared a nationwide emergency under Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 52 U.S.C. 5121, *et seq.*, related to the COVID-19 pandemic; and

WHEREAS, Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6, provides that the corporate authorities of the Village of River Forest may grant the Village President the extraordinary power and authority to exercise, by executive order during a state of emergency, such of the powers of the Village's corporate authorities as may be reasonably necessary to respond to the emergency; and

WHEREAS, on March 16, 2020, the Village President and Board of Trustees adopted Ordinance 3800 entitled "An Ordinance Amending the Village of River Forest Village Code Authorizing the Village President to Declare a State of Emergency if Needed," which created Section 1-5-7 of the Village of River Forest Village Code ("Village Code"), entitled "State of Emergency," authorizing the Village President to

declare a state of emergency in the Village pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and

WHEREAS, on March 16, 2020, the Village President issued the “Declaration of a State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 16, 2020)” under Section 1-5-7 of the Village Code; and

WHEREAS, on March 30, 2020, the Village President issued the “Declaration of a Continued State of Emergency in the Village of River Forest, Cook County, Illinois (COVID-19 – March 30, 2020)” under Section 1-5-7 of the Village Code; and

WHEREAS, Title 13 of the Village Code requires the Village’s Historic Preservation Commission (“Commission”) to review and approve, or deny and potentially delay, demolition of all structures on significant properties, including accessory structures such as garage, after conducting a public hearing; and

WHEREAS, the COVID-19 pandemic has made it impracticable at this time to safely hold public hearings on applications for demolition of structures on significant properties; and

WHEREAS, the Village received inquiries regarding demolition of accessory structures on significant properties, such as garages, which could be processed by the Commission at this time if the public hearing requirement in Title 13 of the Village Code were temporarily waived for this type of structure; and

WHEREAS, the Village President and Board of Trustees have determined that it best serves the public’s health, safety and welfare to provide relief from Title 13 of the Village Code as set forth below;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above shall be and are incorporated in this Section 1 as if restated herein.

SECTION 2: Temporary Relief. That the public hearing requirements in Title 13 of the Village Code for applications to demolish accessory structures on significant properties is temporarily waived until the earlier of (a) the end of the disaster proclamation by the Governor of the State of Illinois regarding COVID-19 or (b) the repeal of this Ordinance. The temporary waiver granted in this Ordinance is subject to the following conditions:

A. Applications for demolition of non-accessory structures, also known as primary structures or main structures, on significant properties shall be subject to the public hearing requirements in Title 13 of the Village Code. This Ordinance does not waive any requirements for demolition of non-accessory structures, also known as

primary structures or main structures, on significant properties.

B. Applications for demolition of accessory structures, such as garages, on significant properties shall not be subject to the public hearing requirements in Title 13 of the Village Code, including, but not limited to, in Section 13-1-8 of the Village Code.

C. Applications for demolition of accessory structures on significant properties shall be considered and acted on by the Commission, or the Commission's Architectural Review Committee, as the case may be (which are collectively the "Commission" for purposes of this Section 2.C.), in accordance with the "public hearing not required" procedures in Section 13-1-8.A. of the Village Code, except that (1) the Commission shall make findings and decisions on such applications per Section 13-1-8.B.2. of the Village Code, including, potentially, the imposition of a certificate of demolition delay for a period of not more than six (6) months, (2) an applicant may seek reconsideration of the Commission's decision per Section 13-1-8.B.3. of the Village Code and (3) the Commission may hold meetings with applicants under Section 13-1-8.B.4. of the Village Code in a manner that is safe to do so, such as by audio or video conference.

SECTION 3: Intent; No Vested Rights. That the intent of this Ordinance is to provide relief from the public hearing requirement for applications to demolish accessory structures on significant properties and this Ordinance shall be interpreted to implement this intent to the fullest extent. This Ordinance grants no vested rights and no person or entity shall have any claim to vested rights in any relief granted in this Ordinance.

SECTION 4: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 5: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 6: Effectiveness. That this Ordinance shall be in full force and effect upon its passage and approval according to law.

[THIS SPACE INTENTIONALLY LEFT BLANK]

PASSED this 13th day of April, 2020 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 13th day of April, 2020.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 9, 2020

To: Eric Palm, Village/Zoning Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Exemption of Emergency Responders from the FFCRA

Issue: The employee paid leave benefits provisions of the Families First Coronavirus Response Act (FFCRA) went into effect April 1, 2020. Under the FFCRA, the Village has the ability to exempt employees who are defined as “emergency responders” from the benefits afforded by the FFCRA. The Village Board is being asked to ratify the Village’s Illness in the Workplace Policies for First Responders and Non-First Responders (together “Emergency Responders”) which exempts them from the leave benefits under the FFCRA.

Analysis: In mid-March the Village began making significant changes to its operations and certain employee work schedules in order to avoid transmission of COVID-19 between staff and members of the public. At that time, Village Staff adopted policies providing certain paid leave benefits for employees for COVID-19 related illnesses and absences that they would not have otherwise been entitled to under the Personnel Manual or collective bargaining agreements.

As information regarding the spread of COVID-19 has developed, and as the Village’s understanding of how its operations have been effected by the pandemic, these policies were amended.

Within that same timeframe, Governor Pritzker issued Executive Order 20-10 ordering individuals to stay at home while also exempting certain industries and employees who are required to provide essential services. Village services, and the staff that provide them, are considered essential. Furthermore, the Federal Government adopted the FFCRA, which went into effect April 1, 2020, and provided significant paid leave benefits to non-exempt employees. Since its adoption, the Department of Labor provide guidance regarding the meaning of the term “Emergency Responder” under the FFCRA. Village employees are collectively considered “Emergency Responders”.

Because the Village had already adopted paid leave benefits and because employees are considered “Emergency Responders”, they have been exempted from the leave benefits under

the FFCRA. It is critical that the Village's staff remains available to work during this pandemic in order to provide essential services to the community.

It should be noted that the Village's ability to exempt employees from the FFCRA would provide employees no additional paid leave benefits beyond what they already receive. However, the Village is committed to honoring its pledge to provide some paid leave benefits to employees so that they may remain home if they are ill or caring for someone who is ill. Employees with particular hardships or difficulty balancing personal needs, such as childcare, may bring those matters to the Village's attention and the Village will attempt to find alternative solutions such as modifying work schedules, providing work-from-home arrangements if possible, etc.

The Village Board is being asked to ratify those policies and to provide the Village Administrator with the authority to modify the policy as-needed in response to this evolving situation. If amended further, the Village Administrator will report material changes back to the Village Board of Trustees.

Request for Board Action: If the Board concurs with Staff's recommendation, then the following motion would be appropriate: Motion to ratify the Village's Policies Illness at the Workplace (COVID-19) for First Responder Employees and Non-First Responder Employees.

Staff further requests that the Village Board authorize the Village Administrator to modify this policy as-needed and report material changes to the Village Board of Trustees.

Documents Attached:

- Policy: Amended Illness at the Workplace (COVID-19) – First Responder Employees
- Policy: Amended Illness at the Workplace (COVID-19) – Non-First Responder Employees



Policies & Procedures

Policy Topic: Amended Illness at the Workplace (COVID-19) – First Responder¹

Approved by: Eric Palm, Village Administrator

Effective On: April 3, 2020

1.0 POLICY STATEMENT

The Village, in its efforts to provide a safe and secure working environment is issuing this policy for its employees. The Village is adjusting its sick time leave policies in order to encourage and require employees who exhibit symptoms² of Coronavirus 2019 (“COVID-19”), have been diagnosed with COVID-19, and/or are otherwise placed under official isolation or quarantine (collectively referred to as “sick” or “sick employees”), from coming into work and potentially spreading an illness to coworkers and the public. First Responders may come into direct contact with a confirmed case of COVID-19 during the course of their duties. When First Responders, during the course of their duties, do come into contact with a confirmed case of COVID-19, the Centers for Disease Control (“CDC”) has recommended guidelines calling for the exclusion of First Responders from their job duties. It is incumbent upon employees to use sound judgment when they are exposed to a confirmed or suspected case of COVID-19, and notify their supervisor(s) immediately in order to ensure the safety of their coworkers and the public health in context at all times.

The Governor of the State of Illinois has issued a disaster proclamation because of the COVID-19 virus outbreak. The Village President has declared a state of emergency in the Village of River Forest because of the COVID-19 virus outbreak. The World Health Organization declared the COVID-19 virus outbreak a worldwide global pandemic. Under the Governor’s proclamation, the essential services provided by the Village of River Forest to its residents and businesses, are an essential service and are exempted from the Governor’s proclamation. The Village has taken numerous steps to continue providing essential services and protect

¹ First Responder Employees are those employees who hold the position of Police Chief, Deputy Police Chief, Patrol Commander, Police Sergeant, Patrol Officer, Fire Chief, Fire Lieutenant, or Firefighter/Paramedic.

² Symptoms of COVID-19 shall mean symptoms identified by the Centers for Disease Control and Prevention.

its employees and residents, such as enhanced provision of services via the internet, telework, staggered/flexible scheduling, social distancing, modifying operations, increased cleaning and disinfecting, and quarantining any employee who was potentially exposed to COVID-19,

As such, the spread of COVID-19 is considered a direct threat under the Americans with Disabilities Act and certain policies can be put into place to help stall the spread of the virus. While this policy attempts to cover all scenarios that may arise during the pandemic, it cannot foreseeably do so. As such, any specific scenarios or concerns not directly addressed in this policy should be brought directly to the attention of the Village Administrator or his designee.

Prior to passage of the Families First Coronavirus Recovery Act ("FFCRA") the Village adopted this policy, which provides additional paid sick leave benefits to its employees/emergency responders. Accordingly, the Village has elected to exempt the employees covered by this policy as emergency responders under the Family and Medical Leave Expansion Act and the Emergency Paid Sick Leave Act and provide telework to any employee who cannot be exempted as an emergency responder.

2.0 PROCEDURES

All employees must immediately notify their supervisor:

- (1) of any symptoms of COVID-19 that they have,
- (2) if they have been tested for COVID-19 and the results of such test, and/or
- (3) if they have been placed under or reside with someone that has been placed under official isolation and/or quarantine.

All employees exhibiting symptoms of COVID-19 or who are sick shall refrain from physically coming to or remaining at work in accordance with this policy.

3.0 NON-CONFIRMED, NON-SYMPTOMATIC CASES OR THOSE EMPLOYEES DIRECTLY EXPOSED TO A SUSPECTED CASE (PERSONS UNDER INVESTIGATION) OR WHO HAVE TRAVELED TO AREAS DESIGNATED AS HIGH-RISK AREAS

For those employees that are not exhibiting symptoms or have been directly exposed³ to a suspected case (persons under investigation), or who have traveled to areas that have been designated as high risk by the Cook County Department of Public Health, Illinois Department of Public Health, Centers for Disease Control or World Health Organization, but have not received results of a test for COVID-19, those employees may remain at work. The potential exposure should be documented on a first aid report and submitted to the employee's supervisor and Department Head.

³ Directly exposed shall mean when there is direct and actual contact or sustained exposure of within six (6) feet of a confirmed case and while the employee was not wearing personal protective equipment for a prolonged period.

4.0 NON-CONFIRMED – SYMPTOMATIC CASES OR THOSE EMPLOYEES DIRECTLY EXPOSED TO A CONFIRMED CASE

For those employees that are exhibiting symptoms or have been directly exposed⁴ to a confirmed case, but have not received results of a test for COVID-19, the Village is requiring that those employees refrain from coming to work and/or be sent home by a supervisor. Those employees shall not perform any work- or job-related activities except for work that can be done remotely as otherwise allowed by the Village Administrator or his designee.

Supervisors are authorized and instructed to send home any employee exhibiting symptoms. Supervisors must inform their Department Directors of the employee being sent home and the reasoning for such action. The Department Directors will inform the Village Administrator, or his designee, of any determination to send an employee home under this section. The Village Administrator, or his designee, may contact the employee that was sent home to further determine the best and safest course of action for the employee's eventual return to work.

Employees that are not exhibiting symptoms but have been directly exposed to a confirmed case shall notify his/her Supervisor, the Supervisor shall notify the Department Head and the Village Administrator, or his designee, of the circumstances of the exposure. The Village shall then determine what protocol to follow with regard to the employee's continued attendance at work.

5.0 CONFIRMED CASES OF COVID-19

If an employee has tested positive for COVID-19, that employee is restricted from coming to work or performing any work- or job-related activities, except remotely as allowed by this policy. The employee will be provided with Family Medical Leave Act ("FMLA") paperwork to be completed by the employee and the employee's health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. Prior to physically returning to work, the employee must provide a health care provider's note to the Assistant Village Administrator indicating the employee is not symptomatic and can safely return to work⁵.

6.0 SICK LEAVE POLICY

6.1 Non-confirmed, symptomatic cases

⁴ Directly exposed shall mean when there is direct and actual contact or sustained exposure of within six (6) feet of a confirmed case and while the employee was not wearing personal protective equipment for a prolonged period.

⁵ If at any time doctors and other health care providers become too busy during this outbreak to provide a fitness-for-duty examination and documentation, the Village will also accept an over the phone or e-mail certification from a doctor or health care provider to certify that an employee can safely return to work.

Until otherwise expressly rescinded, the Village will provide employees that are exhibiting symptoms up to three (3) calendar days⁶ to see a health care provider in order to determine that the employee may safely return back to work or if further testing or treatment for COVID-19 is needed prior to returning to work (“determination period”). Employees that exhibited symptoms of COVID-19, but have not yet been tested or determined to have contracted the illness prior to returning to work must:

- (1) not exhibit such symptoms; and
- (2) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and
- (3) obtain a health care provider’s note indicating the employee is not symptomatic and can safely return to work.

The Village will not require those employees to use any of their accrued time off during the determination period if the employee is unable to work remotely.

For those employees still exhibiting symptoms after three (3) days but are not a confirmed case (as discussed below) the Village will provide FMLA paperwork and those employees will be required to use accrued time off for any additional time off needed.

6.2 Confirmed cases - Quarantine

Until otherwise expressly rescinded, the Village will not require those employees that have been tested and confirmed to have contracted COVID-19 and/or have been under official quarantine by the Illinois Department of Public Health (“IDPH”), or other agency authorized to issue an official quarantine, to use any of their accrued time off for a period of two calendar weeks as measured from the date the employee was tested and only if the employee is unable to work remotely. The employee will be provided with Family Medical Leave Act (“FMLA”) paperwork to be completed by the employee and the employee’s health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. As applicable, the employee shall provide, as part of that paperwork, documentation from IDPH, or other agency authorized to issue an official quarantine, indicating the date the employee’s quarantine began and the approximate duration of the quarantine.

Prior to the employee’s return to work, the employee must

- (1) complete and provide all necessary FMLA paperwork; and
- (2) not exhibit any symptoms of COVID-19; and
- (3) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and

⁶ The Village will waive the requirement that an employee use their accrued time off for days in which the employee does not come to work because of an illness for only up to three (3) consecutive calendar days. If the employee was not scheduled to work on any of those days, the Village will not increase the employee’s leave nor will the use of such leave otherwise be required.

- (4) obtain and provide a health care provider's note indicating the employee is not symptomatic and can safely return to work; and
- (5) provide the documentation or information from IDPH, or other qualified medical professional or agency as determined by the Village, that the First Responder has been released from quarantine or isolation, if the employee has been under an official quarantine.

The employee acknowledges that in order to receive paid sick leave for two calendar weeks under this policy, the employee must provide all of the requested information and comply with this policy voluntarily.

6.3 Confirmed cases – Quarantine for individual(s) that reside with Employee

Until otherwise expressly rescinded, the Village will not require those employees that reside with an individual that has been tested and confirmed to have contracted COVID-19 and have been under official quarantine to use any of their accrued time off for a period of up to two calendar weeks as measured from the date the individual was tested and only if the employee is unable to work remotely. The employee shall provide documentation from IDPH, or other agency authorized to issue an official quarantine or isolation notice, indicating the date the individual(s) residing with the employee were quarantined and the approximate duration of the quarantine. Prior to returning to work, the employee shall submit the documentation or information from IDPH, or other agency authorized to issue an official quarantine, that the quarantine imposed upon the individual residing with the employee has been released from quarantine and that the employee is not symptomatic and can safely return to work.

If that individual is a family member that the employee is providing care for as defined in the FMLA, the employee will be provided with FMLA paperwork to be completed by the employee and the employee's health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. In addition, the employee shall obtain and provide a health care provider's note indicating the employee is not symptomatic and can safely return to work prior to physically returning to work.

The employee acknowledges that in order to receive paid sick leave for two calendar weeks under this policy employees must provide all of the requested information and comply with this policy voluntarily.

6.4 Confirmed cases – First Responders Exposure During Work with Confirmed Cases

Until otherwise expressly rescinded, the Village will not require First Responders that have been exposed to a confirmed case of COVID-19 during the course of their duties and were not protected by the requisite personal protective equipment, to use any of their accrued time off for the time needed to be excluded from work as provided for by the CDC⁷.

⁷ The CDC's guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with Coronavirus Disease (COVID-19) can be found at <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>

“Exposure” shall have the same meaning as provided by the CDC as provided for in its guidance documents.

The First Responder will be provided with FMLA paperwork to be filled out by the First Responder and the First Responder’s health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax.

Prior to the First Responder’s return to work, the employee must

- (1) complete and provide all necessary FMLA paperwork; and
- (2) not exhibit any symptoms of COVID-19; and
- (3) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and
- (4) obtain and provide a health care provider’s note indicating the First Responder is not symptomatic and can safely return to work; and
- (5) provide the documentation or information from IDPH, or other qualified medical professional or agency as determined by the Village, that the First Responder has been released from quarantine, if the employee has been under an official quarantine.

The First Responder acknowledges that in order not to be required to use accrued time when exposed to a confirmed case, he/she must provide the requested information and comply with this policy voluntarily.

7.0 WORK REMOTELY POLICY

For those employees that are physically and logistically able to perform their job duties remotely, the Village will allow those employees to work remotely as authorized by the Village Administrator’s Office.

Employees may be allowed to work remotely if their job duties permit such work. Authorization to work from home may be given only by the Village Administrator’s Office.

Employees that are authorized to work from home shall not be considered absent and will not be required to use any accrued time off. Employees that are authorized to work remotely will be given a Village laptop and/or VPN access to the Village’s server and electronic mail and are expected to continue to perform their assigned tasks.

Employees who have received approval to work from home are expected to work on a schedule that is consistent with the employee’s current work schedule. Employees are not authorized to significantly alter their work schedule without prior approval from the employee’s supervisor. Further, employees who are working remotely must obtain advance approval from the employee’s supervisor to work overtime and/or to use benefit time (e.g. vacation day, personal day, or other paid benefit leave).

8.0 DISCLAIMER

This policy may be amended, suspended or rescinded at any time at the sole discretion of the Village Administrator's office. This policy does not provide the employees with any rights and the provisions of this policy are administered at the discretion of the Village Administrator's Office. Employees are required to adhere to the Employee Personnel Manual, Safety Manual, and individual Department General Orders, Standard Operating Procedures or Special Directives. The Village Administrator may grant exceptions to this policy at his sole discretion.

Information regarding any diagnosis, official quarantine and/or information in regard to an employee's illness or disability will remain confidential from all non-need-to-know employees and kept in the employee's medical files which are in the possession of the Village Administrator's Office.

9.0 EXPIRATION

This policy will expire at 11:59 p.m. on December 31, 2020.



Policies & Procedures

Policy Topic: Amended Illness at the Workplace (COVID-19) - Non-First Responder Employees¹

Approved by: Eric Palm, Village Administrator

Effective On: April 9, 2020

1.0 POLICY STATEMENT

The Village, in its efforts to provide a safe and secure working environment is issuing this policy for its employees. The potential for non-public safety employees to come into direct contact with a confirmed case of COVID-19 during the course of their duties is relatively low. However, the Village is adjusting its sick time leave policies in order to encourage and require employees who exhibit symptoms² of Coronavirus 2019 ("COVID-19"), have been diagnosed with COVID-19, and/or are otherwise placed under official isolation or quarantine (collectively referred to as "sick" or "sick employees"), from coming into work and potentially spreading an illness to coworkers and the public. It is incumbent upon employees to use sound judgment when they are exposed to a confirmed or suspected case of COVID-19, and notify their supervisor(s) immediately in order to ensure the safety of their coworkers and the public health in context at all times.

The Governor of the State of Illinois has issued a disaster proclamation because of the COVID-19 virus outbreak. The Village President has declared a state of emergency in the Village of River Forest because of the COVID-19 virus outbreak. The World Health Organization declared the COVID-19 virus outbreak a worldwide global pandemic. Under the Governor's proclamation, the essential services provided by the Village of River Forest to its residents and businesses, are an essential service and are exempted from the Governor's proclamation. The Village has taken numerous steps to continue providing essential services and protect

¹ Non-First Responder Employees are those employees who do *not* hold the position of Police Chief, Deputy Police Chief, Patrol Commander, Police Sergeant, Patrol Officer, Fire Chief, Fire Lieutenant, or Firefighter/Paramedic.

² Symptoms of COVID-19 shall mean symptoms identified by the Centers for Disease Control and Prevention.

its employees and residents, such as enhanced provision of services via the internet, telework, staggered/flexible scheduling, social distancing, modifying operations, increased cleaning and disinfecting, and quarantining any employee who was potentially exposed to COVID-19,

As such, the spread of COVID-19 is considered a direct threat under the Americans with Disabilities Act and certain policies can be put into place to help stall the spread of the virus. While this policy attempts to cover all scenarios that may arise during the pandemic, it cannot foreseeably do so. As such, any specific scenarios or concerns not directly addressed in this policy should be brought directly to the attention of the Village Administrator or his designee.

Prior to passage of the Families First Coronavirus Recovery Act ("FFCRA") the Village adopted this policy, which provides additional paid sick leave benefits to its employees/emergency responders. Accordingly, the Village has elected to exempt the employees covered by this policy as emergency responders under the Family and Medical Leave Expansion Act and the Emergency Paid Sick Leave Act and provide telework to any employee who cannot be exempted as an emergency responder.

2.0 PROCEDURES

All employees must immediately notify their supervisor:

- (1) of any symptoms of COVID-19 that they have,
- (2) if they have been tested for COVID-19 and the results of such test, and/or
- (3) if they have been placed under or reside with someone that has been placed under official isolation and/or quarantine.

All employees exhibiting symptoms of COVID-19 or who are sick shall refrain from physically coming to or remaining at work in accordance with this policy.

3.0 NON-CONFIRMED, NON-SYMPTOMATIC CASES OR THOSE EMPLOYEES DIRECTLY EXPOSED TO A SUSPECTED CASE (PERSONS UNDER INVESTIGATION) OR WHO HAVE TRAVELED TO AREAS DESIGNATED AS HIGH-RISK AREAS

For those employees that are not exhibiting symptoms or have been directly exposed³ to a suspected case (persons under investigation), or who have traveled to areas that have been designated as high risk by the Cook County Department of Public Health, Illinois Department of Public Health, Centers for Disease Control or World Health Organization, but have not received results of a test for COVID-19, those employees may remain at work. The potential exposure should be documented on a first aid report and submitted to the employee's supervisor and Department Head.

³ Directly exposed shall mean when there is direct and actual contact or sustained exposure of within six (6) feet of a confirmed case and while the employee was not wearing personal protective equipment for a prolonged period.

4.0 NON-CONFIRMED – SYMPTOMATIC CASES OR THOSE EMPLOYEES DIRECTLY EXPOSED TO A CONFIRMED CASE

For those employees that are exhibiting symptoms or have been directly exposed⁴ to a confirmed case, but have not received results of a test for COVID-19, the Village is requiring that those employees refrain from coming to work and/or be sent home by a supervisor. Those employees shall not perform any work- or job-related activities except for work that can be done remotely as otherwise allowed by the Village Administrator or his designee.

Supervisors are authorized and instructed to send home any employee exhibiting symptoms. Supervisors must inform their Department Directors of the employee being sent home and the reasoning for such action. The Department Directors will inform the Village Administrator, or his designee, of any determination to send an employee home under this section. The Village Administrator, or his designee, may contact the employee that was sent home to further determine the best and safest course of action for the employee's eventual return to work.

Employees that are not exhibiting symptoms but have been directly exposed to a confirmed case shall notify his/her Supervisor, the Supervisor shall notify the Department Head and the Village Administrator, or his designee, of the circumstances of the exposure. The Village shall then determine what protocol to follow with regard to the employee's continued attendance at work.

5.0 CONFIRMED CASES OF COVID-19

If an employee has tested positive for COVID-19, that employee is restricted from coming to work or performing any work- or job-related activities, except remotely as allowed by this policy. The employee will be provided with Family Medical Leave Act ("FMLA") paperwork to be completed by the employee and the employee's health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. Prior to physically returning to work, the employee must provide a health care provider's note to the Assistant Village Administrator indicating the employee is not symptomatic and can safely return to work⁵.

6.0 SICK LEAVE POLICY

6.1 Non-confirmed, symptomatic cases

⁴ Directly exposed shall mean when there is direct and actual contact or sustained exposure of within six (6) feet of a confirmed case and while the employee was not wearing personal protective equipment for a prolonged period.

⁵ If at any time doctors and other health care providers become too busy during this outbreak to provide a fitness-for-duty examination and documentation, the Village will also accept an over the phone or e-mail certification from a doctor or health care provider to certify that an employee can safely return to work.

Until otherwise expressly rescinded, the Village will provide employees that are exhibiting symptoms up to three (3) calendar days⁶ to see a health care provider in order to determine that the employee may safely return back to work or if further testing or treatment for COVID-19 is needed prior to returning to work (“determination period”). Employees that exhibited symptoms of COVID-19, but have not yet been tested or determined to have contracted the illness prior to returning to work must:

- (1) not exhibit such symptoms; and
- (2) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and
- (3) obtain a health care provider’s note indicating the employee is not symptomatic and can safely return to work.

The Village will not require those employees to use any of their accrued time off during the determination period if the employee is unable to work remotely.

For those employees still exhibiting symptoms after three (3) days but are not a confirmed case (as discussed below) the Village will provide FMLA paperwork and those employees will be required to use accrued time off for any additional time off needed.

6.2 Confirmed cases - Quarantine

Until otherwise expressly rescinded, the Village will not require those employees that have been tested and confirmed to have contracted COVID-19 and/or have been under official quarantine by the Illinois Department of Public Health (“IDPH”), or other agency authorized to issue an official quarantine, to use any of their accrued time off for a period of two calendar weeks as measured from the date the employee was tested and only if the employee is unable to work remotely. The employee will be provided with Family Medical Leave Act (“FMLA”) paperwork to be completed by the employee and the employee’s health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. As applicable, the employee shall provide, as part of that paperwork, documentation from IDPH, or other agency authorized to issue an official quarantine, indicating the date the employee’s quarantine began and the approximate duration of the quarantine.

Prior to the employee’s return to work, the employee must

- (1) complete and provide all necessary FMLA paperwork; and
- (2) not exhibit any symptoms of COVID-19; and
- (3) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and

⁶ The Village will waive the requirement that an employee use their accrued time off for days in which the employee does not come to work because of an illness for only up to three (3) consecutive calendar days. If the employee was not scheduled to work on any of those days, the Village will not increase the employee’s leave nor will the use of such leave otherwise be required.

- (4) obtain and provide a health care provider's note indicating the employee is not symptomatic and can safely return to work; and
- (5) provide the documentation or information from IDPH, or other qualified medical professional or agency as determined by the Village, that the employee has been released from quarantine or isolation, if the employee has been under an official quarantine.

The employee acknowledges that in order to receive paid sick leave for two calendar weeks under this policy, the employee must provide all of the requested information and comply with this policy voluntarily.

6.3 Confirmed cases – Quarantine for individual(s) that reside with Employee

Until otherwise expressly rescinded, the Village will not require those employees that reside with an individual that has been tested and confirmed to have contracted COVID-19 and have been under official quarantine to use any of their accrued time off for a period of up to two calendar weeks as measured from the date the individual was tested and only if the employee is unable to work remotely. The employee shall provide documentation from IDPH, or other agency authorized to issue an official quarantine or isolation notice, indicating the date the individual(s) residing with the employee were quarantined and the approximate duration of the quarantine. Prior to returning to work, the employee shall submit the documentation or information from IDPH, or other agency authorized to issue an official quarantine, that the quarantine imposed upon the individual residing with the employee has been released from quarantine and that the employee is not symptomatic and can safely return to work.

If that individual is a family member that the employee is providing care for as defined in the FMLA, the employee will be provided with FMLA paperwork to be completed by the employee and the employee's health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax. In addition, the employee shall obtain and provide a health care provider's note indicating the employee is not symptomatic and can safely return to work prior to physically returning to work.

The employee acknowledges that in order to receive paid sick leave for two calendar weeks under this policy employees must provide all of the requested information and comply with this policy voluntarily.

6.4 Confirmed cases – Employee Exposure During Work with Confirmed Cases

Until otherwise expressly rescinded, the Village will not require non-first responder employees that have been exposed to a confirmed case of COVID-19 during the course of their duties and were not protected by the requisite personal protective equipment, to use any of their accrued time off for the time needed to be excluded from work as provided for

by the CDC⁷. “Exposure” shall have the same meaning as provided by the CDC as provided for in its guidance documents.

The non-first responder employee will be provided with FMLA paperwork to be filled out by the employee and the employee’s health care provider and submitted to the Assistant Village Administrator, or her designee, via electronic mail, U.S. mail, or fax.

Prior to the employee’s return to work, the employee must

- (1) complete and provide all necessary FMLA paperwork; and
- (2) not exhibit any symptoms of COVID-19; and
- (3) have been fever free for over 24 hours (fever must be measured without the use of fever-reducing medicines); and
- (4) obtain and provide a health care provider’s note indicating employee is not symptomatic and can safely return to work; and
- (5) provide the documentation or information from IDPH, or other qualified medical professional or agency as determined by the Village, that the employee has been released from quarantine, if the employee has been under an official quarantine.

The employee acknowledges that in order not to be required to use accrued time when exposed to a confirmed case, he/she must provide the requested information and comply with this policy voluntarily.

7.0 WORK REMOTELY POLICY

For those employees that are physically and logistically able to perform their job duties remotely, the Village will allow those employees to work remotely as authorized by the Village Administrator’s Office.

Employees may be allowed to work remotely if their job duties permit such work. Authorization to work from home may be given only by the Village Administrator’s Office.

Employees that are authorized to work from home shall not be considered absent and will not be required to use any accrued time off. Employees that are authorized to work remotely will be given a Village laptop as-needed and/or VPN access to the Village’s server and electronic mail and are expected to continue to perform their assigned tasks.

Employees who have received approval to work from home are expected to work on a schedule that is consistent with the employee’s current work schedule. Employees are not authorized to significantly alter their work schedule without prior approval from the employee’s supervisor. Further, employees who are working remotely must obtain advance

⁷ The CDC’s guidance for Risk Assessment and Public Health Management of Healthcare Personnel with Potential Exposure in a Healthcare Setting to Patients with Coronavirus Disease (COVID-19) can be found at <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html>

approval from the employee's supervisor to work overtime and/or to use benefit time (e.g. vacation day, personal day, or other paid benefit leave).

8.0 DISCLAIMER

This policy may be amended, suspended or rescinded at any time at the sole discretion of the Village Administrator's office. This policy does not provide the employees with any rights and the provisions of this policy are administered at the discretion of the Village Administrator's Office. Employees are required to adhere to the Employee Personnel Manual, Safety Manual, and individual Department General Orders, Standard Operating Procedures or Special Directors. The Village Administrator may grant exceptions to this policy at his sole discretion.

Information regarding any diagnosis, official quarantine and/or information in regard to an employee's illness or disability will remain confidential from all non-need-to-know employees and kept in the employee's medical files which are in the possession of the Village Administrator's Office.

9.0 EXPIRATION

This policy will expire at 11:59 p.m. on December 31, 2020.