



PUBLIC NOTICE

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

THE REGULAR WORKSHOP MEETING
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS
WILL BE HELD ON MONDAY, OCTOBER 10, 2016 AT 6:30 P.M.

**IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL,
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS
MAYOR NICHOLAS J. HELMER PRESIDING**

**DURING WHICH MEETING IT IS ANTICIPATED THERE WILL BE DISCUSSION AND
CONSIDERATION OF AND, IF SO DETERMINED, ACTION UPON
THE MATTERS CONTAINED IN THE FOLLOWING:**

- 1. CALL TO ORDER**
- 2. ROLL CALL FOR QUORUM**
- 3. PLEDGE OF ALLEGIANCE** – Led by Alderman Messer
- 4. INVOCATION** – None
- 5. APPROVAL OF MINUTES**
 - A. September 26, 2016 City Council Meeting Minutes**
- 6. PRESENTATIONS AND PROCLAMATIONS**
- 7. APPOINTMENTS AND CONFIRMATIONS**
- 8. CITIZEN CONCERNS AND COMMENTS (agenda matters)**
- 9. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**

**This meeting will be televised on the following Prospect Heights cable channels:
Comcast and WOW Channel 17 and AT&T U-verse Channel 99**

A. Report on Department of Homeland Security Facility at Chicago Executive Airport and Vape-Tobacco Ordinance by Police Chief Steffen

- 10. CONSENT AGENDA** - All items listed on the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the general order of business and considered after all other Agenda items.

A. Approval of Strategic Directions Committee Summation Report

B. Review and Authorization of Milwaukee Avenue Holiday Light Decoration Contract

C. R-16-XX - A Resolution Authorizing a Monthly Stipend of \$62.50 to be Paid to the Mayor for Wireless Phone Costs Incurred as a Result of Mayoral Responsibilities

11. OLD BUSINESS

12. NEW BUSINESS

A. Consideration of Request by Svetlana Ostrovskaya, of Willow Woods Association, for Funds from Special Service Area #5 for Storm Water Management Expenses for the Period May 1, 2017 to April 30, 2018 and Increase of Tax Levy as Required

B. Discussion of Attendees at November National Business Aviation Association Convention, and Consideration of Process for Designating Attendees to Conferences and Conventions Generally

13. WORKSHOP DISCUSSION ITEMS

A. Sanitary Sewer System Status Report

B. Request for Proposal for Milwaukee Avenue Landscaping

C. Update on Metra Agreement

14. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$119,981.34
MFT Fund	\$0.00
Palatine/Milwaukee TIF	\$0.00
Tourism District	\$6,739.84
Development Fund	\$0.00

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DEA Fund	\$2,028.21
Solid Waste Fund	\$0.00
SS Area #1	\$0.00
SS Area #2	\$0.00
SS Area #3	\$0.00
SS Area #4	\$0.00
SS Area #5	\$0.00
SS Area #8 – Levee Wall #37	\$0.00
SS Area-Constr #6 (Water Main)	\$0.00
SS Area- Debt #6	\$0.00
Road Construction	\$0.00
Road Construction Debt	\$0.00
Water Fund	\$2,375.09
Parking Fund	\$6,195.22
Sanitary Sewer Fund	\$9,674.00
Road/Building Bond Escrow	\$0.00
Police Pension	\$0.00
TOTAL	\$146,993.70

Wire Payments

9/30/2016 PAYROLL POSTING	\$129,169.71
TOTAL WARRANT	\$276,163.41

15. **RESIDENT COMMENTS** (Non-agenda matters)
16. **EXECUTIVE SESSION**
17. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**
18. **ADJOURNMENT**

**This meeting will be televised on the following Prospect Heights cable channels:
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Posted: by Karen Schultheis by 5 PM, October 7, 2016

**This meeting will be televised on the following Prospect Heights cable channels:
Comcast and WOW Channel 17 and AT&T U-verse Channel 99**



9A

Prospect Heights Police Department

City of Prospect Heights

14 East Camp McDonald Road, Prospect Heights Illinois, 60070

Office: 847/398-5511 FAX: 847/398-6080

www.prospect-heights.il.us

MEMORANDUM

Date: September 30, 2016
To: Joe Wade, City Administrator

From: Al Steffen, Chief of Police
Subject: Vape-Tobacco Ordinance

ISSUE: The City currently has two tobacco ordinances, the first can be found in Section 2, Chapter 6, Article D of the City Code, it is also addressed in a second ordinance found in Section 9, Chapter 2 (a section devoted primarily for police specific violations) which the police department uses to write the majority of issued citations for violations to include possession by and sales of tobacco and tobacco related products to minors.

BACKGROUND: Staff was directed to address issues concerning e-cigarettes, vaporizers and the use of nicotine based juices as well as access and use by minors.

ANALYSIS: The police department when writing citations for possession of tobacco or tobacco products by a minor as well as citing sales to a minor(s) have always cited Section 9 of the City Code, recently when the police department began conducting "compliance checks" (inspections conducted with the intention of assessing retail sales of tobacco products to minors and enforcing age of sales laws) of tobacco and "Vape" sales locations it was determined that Section 9 did not specifically address vape, vaporizers or e-cigarettes as well as nicotine based juices and as a result have declined to take enforcement action under local ordinance pending an update of City Code (state enforcement action could still be taken). This resulted in further discussions and direction to make recommendations for an update, while researching this issue it was discovered that the City Code was in fact updated in April of 2015 at which time e-cigarettes, vaporizers were included in the Chapter 6 but nicotine "juices" were not.

RECOMMENDATION: Staff recommends removing the language concerning tobacco from Section 9 as it is repetitive and is addressed in the more comprehensive ordinance found in Section 2. Staff would also like to recommend the ordinance be revisited and updated to include an increased fee for a license to sell tobacco and "vape" products (it's currently \$165.00) and for the ordinance to include a section on nicotine "juices", which are not considered a tobacco product and should be addressed specifically. The fine structure should also be reviewed, with a recommended fine of up to \$1000 for sales of these products to a minor. It should also be noted that in other municipalities; including non-home rule communities an applicant for a tobacco license must face the same level of scrutiny as required for a liquor license applicant to include a background check by the police department at the direction of the Chief of Police.



**Strategic Directions Committee (SDC)
Meeting**

City Council Chambers
8 North Elmhurst Road
Prospect Heights, IL 60070

**Wednesday September 21, 2016 at 7:00 PM
Summation Report**

A. Call to Order

The meeting was called to order at approximately 7 PM by Alderman Rosenthal, Chair and presiding.

B. Roll Call

Present:

Lawrence E. Rosenthal, PhD, Chair and presiding
Wendy Morgan Adams, City Clerk
Pat Ludvigsen, Alderman
Joe Wade, City Administrator
Scott Williamson

C. Approval of Summation Report August 10, 2016

A motion was made and seconded to approve the Summation Report as presented. It was noted that the Report was in the Council's September 12 meeting Consent Agenda. At that time the Report was approved and accepted by the Council.

Action: The motion was approved by a unanimous vote of the Committee

D. Old Business

A. Review of Implementation Status of the Approved Comprehensive Plan Walkthrough

City Administrator Wade presented an in depth review of the current status of

the Plan. Among the matters noted were the following:

1. Administrator Wade reported on the status of Utilized Property (Plan Ref A.12 p.1) His comments included:
 - Arena land
 - Prospect Crossing
 - Sanders Road property
 - Sidewalk Master Plan (Plan Ref H. 2 and 3 p.3)
 - Palatine Road Project (Plan Ref C 6)

Administrator Wade stated that the Council would soon receive action recommendations regarding the Sidewalk projects. Specifically, a status report on the Schoenbeck sidewalk will be completed by the end of October, and a sidewalk plan will be completed by the end of the first quarter, 2017. There will also be an informational report on the Arena land and Prospect Crossing activity.

2. Discussion next ensued regarding the widening of Palatine Road and the introduction retail business along a widened roadway. Alderman Ludvigsen stated that several years ago that IDOT developed a master plan which included Palatine Road. The schedule was to have a detailed Plan in place by 2014. It was now two years behind the Plan schedule.

Action: A motion was made, seconded and approved to recommend to the Council that staff be directed to initiate discussions with IDOT as to inquire the status, if any, of a plan for widening Palatine Road.

3. Discussion next ensued regarding the matter of the Sanders Road Property.

Action: A motion was made, seconded and approved to recommend to the Council that staff be directed to initiate discussions with All State Insurance regarding their possible interest in the property.

4. The Committee was of the opinion that staff should provide an updated version of the Comprehensive Plan that will be as a status and progress report on the implementation of the Comprehensive Plan. It should be as a part of the Consent Agenda being presented "For Information Purposes"

Action: Administrator Wade agreed that it should be made a part of the Council agenda at the Workshop meeting

E. New Business

A. Establish Project/Program Prioritization Procedure

This discussion item was placed on the Committee's agenda at the previous Committee meeting.

To initiate the discussion, Alderman Rosenthal prepared a draft model for such a management tool. The draft is attached and made a part of this report as Attachment A.

Discussion ensued regarding some of the details of the draft.

Alderman Ludvigsen suggested that before the Committee addresses the prioritization methodology we should have a method of what and how to identify what should be prioritized. There was consensus about this among all committee members.

Further discussion ensued.

The Committee concluded that the various departments should develop a list of strategic and tactical (operational) list of items that would enable the departments to perform their functions in a more efficient and effective manner for the benefit of the City residents. In a sense, the departments would develop a departmental Needs Assessment document that would be the input document to the prioritization process which in turn would drive the City's budgeting activity as it related to assignment of financial resources.

Alderman Rosenthal stated that such an instrument (Needs Assessment) would have to be standardized as to its structure and use. He requested that each Committee member provide him with no more than four questions the member believed should be part of the Needs Assessment document that the departments would complete. The questions would be submitted to Alderman Rosenthal who would develop a draft of the Needs Assessment document that would be circulated among the Committee members for review and approval. It would then be submitted to the Council with a Committee recommendation.

Action: All Committee members agreed to provide Alderman Rosenthal with their draft questions no later than the conclusion of the September 26, 2016 Council meeting.

B. Tracking of Future Strategic Matters That require Council Attention

Discussion was initiated on this matter with a focus on the following items:

1. Should this be something along the line of a calendar?
2. What criteria should be employed as to whether or not the item should be considered for inclusion?
3. What types of entries should be included?
4. What methods of distribution should be used that will keep the Council informed?

The following conclusions and directions were reached as a result of Committee discussion and deliberation;

1. A calendar approach would make the most effective and efficient use of the tool. The Calendar would be "fed" by administrative and senior staff. It would be intended for elected officials use and not available to the public
2. "Lead time" should begin in terms of months and evolve to a year and beyond when feasible.
3. The criterion for inclusion of items would be as follows:
Any item that will require a Council vote or for which there is a statutory or regulatory requirement required by staff or the Council
4. Technology supported by "state of the art" electronic communications

applications would be utilized for distribution.

Alderman Rosenthal will initiate discussion with staff regarding potential electronic technological tools for this project,

VI. Other Items

Committee members decided that a regular scheduled time for the meeting should be established.

Beginning in November, Committee meeting will be scheduled for the third Wednesday of the month at 7 PM in the Council chambers.

In the event the Committee will have no business to transact or a majority of the Committee cannot make the meeting it may be re-scheduled at different time and date that is agreeable to the members and conforms to the Open Meeting requirements.

VII. Adjournment

There being no further business the meeting adjourned at approximately 8:23 pm

Prepared by:
Lawrence E. Rosenthal
Alderman Ward 2
Committee Chair

Attachment A

Prioritization of Prospect Heights proposed Projects and Programs

Purpose and Method of Use

This model is intended to give the elected officials an objective, quantitative and qualitative method by which proposed projects can be evaluated to determine whether or not discretionary funds should be made available for or a portion of the proposed activity.

The model is built with the following components:

1. Defined criteria which can be measured and assessed.
2. Provision of defined rating values that are to be applied to the above criteria
3. Specific criteria are given a “weighting factor” depending upon the relative importance or significance within the overall evaluation model. The total weighting factor is 100.
4. The model will be designed on a numeric basis by which the maximum number of points a project to be prioritized can attain is 500 points

Given the above methodology and model each project proposed will be reviewed and rated. The awarding of financial resources will be made on the basis of project points going from highest to lowest until such time when there are no longer available discretionary funds.

Criteria Rating Elements and Defined Value Assignments

1. **Project impacts or affects and impacts a specific segment of the PH community**
 - 1 = less than 10%
 - 2 = 11-25%
 - 3 = 26-50%
 - 4 = 51-75%
 - 5 = 76-90%+

Weighting factor = .35
2. **Amount of available discretionary funds needed for the project expressed as an amount and percentage of total available discretionary funds**
 - 5 = less than 10%
 - 4 = 11-25%
 - 3 = 26-50%
 - 2 = 51-75%
 - 1 = 76-90%+

Weighting factor = 45
3. **Impact on the image of Prospect Heights**
 - 5 = Very positive
 - 4 = Somewhat positive
 - 3 = Neutral
 - 2 = Somewhat negative
 - 1 = Very negative

Weighting factor = 5

4. Safety considerations of the project as it relates to the Prospect Heights community

- 5 = None
- 4 = Slight 15-20%
- 3 = Moderate 21-50%
- 2 = Greater than average population 51-75%
- 1 = Significant number of the population 76-90%+

Weighting factor = 15

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To: Joe Wade, City Administrator

From: Peter P. Falcone, Assistant to the City Administrator

Subject: Milwaukee Avenue Holiday Light Decoration Contract

October 4, 2016

At the September 28th Tourism Board meeting, the membership discussed the installation of Holiday lighting within the Tourism District. With the Holiday season quickly approaching and the desire to have the lights up in early November, the Tourism Board unanimously voted to recommend a contract with Landscape Concepts for the installation of holiday lights along the Milwaukee Avenue and River Road streetscape.

The one year contract includes the purchase of LED lights which are expected to last multiple years. The Council has the option of purchasing white, red, and/or green lights. The contract also includes the installation of the lights on 31 trees, the removal of the lights, and the seasonal storage of the lights. The Tourism District has a \$90,000 annual budget which will be used for this contract.

Landscape Concepts Management Contract

Purchase of LED lights (approximately 248 strands)	\$4,000.00
Installation, removal, and seasonal storage of lights	\$6,975.00
	<hr/>
	\$10,975.00

PPF



September 28, 2016

WORK ORDER #62310

PROPOSAL FOR
JIM O'NEILL
PROSPECT HEIGHTS PUBLIC WORKS
MILWAUKEE AVE AND N RIVER RD STREETScape
401 PIPER LN
PROSPECT HEIGHTS, IL 60070

DESCRIPTION OF WORK TO BE PERFORMED
Holiday Lighting

TOTAL: \$10,975.00

HOLIDAY LIGHTING

LCM proposes to complete the following holiday light installation on (31) trees on site.

- (8) strands of LED white, red or green lights will be installed per tree using the 'wrapped method', which is the process of wrapping selected individual branches with strands of lights beginning at the branch tip, working backwards toward the tree's trunk.
- All installations are tested by LCM generators throughout the installation process.
- LCM will furnish all items including extension cords, ties, wires and electrical tape, aerial lift and ladders.
- Minor pruning may be required to install lights will be undertaken at no additional cost.
- All work will be conducted in accordance with A.N.S.I. Z-133 safety standards. Landscape Concepts Management will notify ownership 1-week prior to installation and removal.

Additional Requirements: Ownership will provide working outlets at the base of each tree. Permits may be required and are not included in the cost.

Lighting Costs: Included in total cost for initial year

LED lights: \$4,000.00

Regular lights: \$1,150.00

MILWAUKEE AVE AND N RIVER RD STREETScape WORK ORDER SUMMARY
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INCLUDED SERVICES	TOTAL COST
HOLIDAY LIGHTING	\$10,975.00

TOTAL:

\$10,975.00

Project Notes

Landscape Concepts Management, Inc. is committed to providing our clients with the highest quality of materials at the best price possible. Work site shall be clean and in an orderly manner at the end of each day of operation.

Any woody plant materials installed (i.e., shrubs and trees) are guaranteed for one year from date of install provided all material receives proper care including watering, fertilizing, etc. Landscape Concepts Management, Inc. does not guarantee herbaceous plant material (i.e., bulbs, annuals and perennials). There is no guarantee for any transplanted materials. All material to be installed according with Industry Standards. All pruning of plant material after installation will be according to ISA and P.L.A.N.E.T. standards. Initial watering of plant material is included upon installation. Future watering is available upon request and billed on a Time and Material Basis. For your convenience, an authorization for future watering is available below.

Please initial watering preference below:

_____ Please proceed with watering at the discretion of LCM T&M watering rates.

_____ No LCM watering assistance is required for newly installed plant material.

Payment Schedule

Invoices shall be submitted by LCM identifying each service performed and any additional authorized expenses upon completion, and terms shall be net fifteen (15) days.

PLEASE REMIT PAYMENT TO: Landscape Concepts Management, Inc. 31745 N. Alleghany Rd., Grayslake, IL 60030

Balances unpaid after thirty (30) days from date of invoice are subject to a late payment charge of 1.5% per month. Customer shall pay LCM's reasonable attorneys fees, expenses and costs incurred in collection of any outstanding invoices or enforcing any of the provisions of this Agreement, regardless of whether a legal action is initiated. Jurisdiction for any issue litigated under this contract shall be in Lake County, Illinois.

This proposal supersedes any previous proposals. Unless specifically agreed to by the customer, the terms, including prices, contained in this proposal are subject to renegotiation after two(2) weeks from the submitted date of proposal. After 14-days, you must contact LCM. If acceptable, please initial the payment schedule, and sign below.

If this Work Order is cancelled or the materials modified, specified herein, a charge will be incurred in an amount equal to 60% of the Work Order value to cover the expense associated with the materials.

By



Matt Sokolowski 001859

By

Date

September 28, 2016

Date

**LANDSCAPE CONCEPTS
MANAGEMENT, INC.****PROSPECT HEIGHTS PUBLIC
WORKS**

Resolution R-16-XX**A Resolution Authorizing a Monthly Stipend of \$62.50 to be paid to the Mayor**

Now Therefore, Be It Resolved by the City Council of the City of Prospect Heights, Illinois as follows:

Section 1: That, a monthly stipend of Sixty Two Dollars and Fifty Cents (\$62.50) is hereby authorized to be paid to the Mayor to defray certain costs, including wireless phone costs, personally incurred as a result of his mayoral responsibilities.

Section 2: That this Resolution shall be effective from and after its passage and approval.

PASSED and APPROVED this 10th day of October, 2016

Nicholas J. Helmer, Mayor

Attest:

City Clerk

Ayes:

Nays:

Absent:

PROJECT BRIEF: Willow Woods Pond Restoration



Project Need:

The Willow Woods multifamily development was built in phases and apartments later sold for conversion to condominiums. In 1968, the original phased apartment project was started. Cook County Building & Zoning Department permits and Metropolitan Sanitary District sewer permits were issued. The engineering standards in place at the time required that two (2) storm water management ponds be built to accommodate the added run-off which protected upstream property owners in Prospect Heights and those downstream in the Village of Mt. Prospect.

The existing Willow Woods H.O.A. ponds were originally designed and sized to meet the early 1970's storm water engineering standards. The ponds water quality has been degraded over time due to pollution, sedimentation and suffered from deferred maintenance. Severe sedimentation primarily occurred due to the soil loss from exposed pond banks which had little vegetative cover. Contributing factors were the fluctuations in pond water levels and inflow of

sediment transported from the Old Willow Road and the H.O.A. parking lot storm water sewers that drain to both east and west ponds. Pollutants from vehicles using the parking lots and roadway pavements including the deicing compound run-off contributed to degradation in pond water quality. This change in pond water chemistry (reduced dissolved oxygen/increased suspended solids/increase in temperature/alkalinity pH change) resulted in loss of wildlife habitat, decline in the turf grasses that were planted to protect the pond banks and enabled the invasive species (ex. Buckthorn trees) to flourish.

The existing ponds have become overgrown with invasive species. Both east and west pond banks are too steeply sloped to retain plants. The existing H.O.A. and City storm water inlet and outlet pipe end sections and drainage structures are in need of repair. The east and west ponds are interconnected by a driveway culvert pipe which is clogged. Both pond water levels fluctuate approximately 5 ft. between normal and high water. The ponds' bottoms are sediment laden with approximately 4 ft. of silt and decaying organic material. The existing culvert pipe under the driveway connecting the ponds no longer functions because of the clog caused by the accumulated sediment. The west pond's has the primary storm water outlet pipe that connects to the Village of Mt. Prospect storm sewer system. The Village storm sewer flows south and then east under River Road and Levee 37 and outfalls to the Des Plaines River.

Public Benefit:

The anticipated public benefit will be realized by City, H.O.A. and upstream multi-family residential complexes in the SSA-5 service area. The storm water runoff from these upstream properties is tributary to the Willow Woods Condominium storm water ponds.

The downstream properties in the Village of Mt. Prospect will benefit as well, since they'll be receiving cleaner storm water which has reduced suspended solids thereby extending the useful life of their Levee-37 pumps.

The estimated population in the City of Prospect Heights population that will benefit area and within the tributary area to the ponds is estimated at 4,872. (2008 Census)

Project Objectives:

The project objectives are to rehabilitate the ponds and reduce their future maintenance costs. This can be accomplished by increasing the ponds depth & storage volume, stabilizing the pond banks (rip rap/block landscape wall), repairing inlet/outlet structures and adding an aeration system (fountain).

The goal is to improve the storm water flow, pond function and water quality. These restoration and rehabilitation activities will improve drainage, prevent the loss due to undercut of the adjacent building exposed foundation wall (northeast corner of east pond), eliminate a steep slope hazard and improve the surface water quality before it flows off-site through the Cook County Forest Preserve District's ecosystem and into the Des Plaines River.

Community Drainage Objectives:

As a participant in the CRS program (FEMA) and as a recognized MS4 (IEPA) community, the City elected officials, staff and consultants have dedicated themselves. They routinely perform periodic storm water basin inspections throughout the City's watersheds. They've identified and

corrected many local storm water and flooding problems. They adopted the SSA-5 to assist in local match funding needed for construction and maintenance of Levee-37. The levee was built to protect residents near the Des Plaines River from overbank flood events and reduce their flood damages and economic loss.

Project Design & Permitting

Projected Project Design & Permit Schedule (November 2016 – April 2017):

November 2016	Topographic Survey & Soil Borings/Sediment Testing
December 2016	Preliminary Engineering Plans & Environmental Study
January 2017	H.O.A. & City Project Review Meetings
February 2017	Final Engineering Plans & Estimated Quantities
March 2017	Permit Applications (City/MWRD/IEPA/USACOE/VMP)
April 2017	Bid Document Preparation

Project Construction Schedule:

Projected Project Implementation Schedule (May 1, 2017 – November 30, 2017):

May 2017	Advertisement & Open Bidding, Evaluate Bids-Select Contractor
May 2017	Contract award & Preconstruction Meeting
June 2017	Installation of Perimeter Fencing, Construction Drive & Erosion Controls
June 2017	Degrubbing, Dewatering (Filter Bag) & Dredging (Sediment Removal)
June 2017	Drive Culvert & Inlet/Outlet Pipe Structures Rehabilitation
July 2017	Pond Shoreline Stabilization & Storm Water Pretreatment Structure
July 2017	Landscape Block Wall & U-Drain Installation
August 2017	Pond Aeration Installations w/electrical connections
Sept. 2017	Landscape Plantings & Restoration
October 2017	Ornamental Fence Installation
Nov. 2017	Conduct Final Inspection and Evaluation
Nov. 2017	Prepare As-Built plan & Sample/Test Pond Water to Establish Baseline

Community Involvement:

The City of Prospect Heights, Willow Woods Condominium Association and H.O.A. volunteers may partner to provide project oversight needed for the rehabilitated ponds maintenance activities. These inspection and maintenance activities will ensure the completed storm sewer work, pond bank stabilization and fountains function properly. Partner participation, which include public outreach and invitation to residents to be part of the planning, construction, inspection, and maintenance processes is critical to assure project success. These groups should be part of the planning process, perhaps as representative attendees in weekly construction progress meetings and after the project is completed in quarterly watershed inspections.

It's anticipated that the pond restoration will enhance property values and become a focal point at the southeastern gateway to the City. This project will encourage aquatic life habitat creation by allowing it to occur naturally when storm water pollutants are reduced and a stable water temperature is established. This activity should reduce the number of summer algae blooms caused by increases in nutrient loads, diminished oxygen levels and increases in suspended solids in the water.

Project Evaluation Measures:

The project evaluation team and project partners will perform periodic inspections to assess the success of the shoreline native grass plantings. The City Public Works Staff will perform quarterly inspections of the pond as required by code in compliance with IEPA-NPDES program guidelines. Water samples will be periodically taken at the outfall to the Des Plaines River by the Des Plaines River Watch group.

This demonstration pond rehabilitation project is visible from the major intersection of Old Willow Road (CCHD) and River Road (IDOT). The City "Streets and Storm Water Committee" may consider installation of an "adopt a pond" program sign if financial resources become available. This "adopt a pond" program activity could spread throughout the City. The City Administration has a demonstrated history of encouraging local volunteer groups to collaborate with other environmental groups that participate in the annual Nature Palooza.

Sustainability:

The long term benefits of this pond rehabilitation project include improvements to water quality and preservation of storm water detention volume. These improvements will extend the service life of the nearly 35 year old man made storm water basins. It is expected that native plant growth will be monitored by the Prospect Heights Natural Resources Commission to

preserve those viable grass and flower species that thrive in an urbanized environment and identify those invasive species that require removal.

Funding & Phasing:

This pond is located within the City “Special Service Area 5”. This service area was established as a funding mechanism by collecting property taxes from the area residents. The collection of the taxes ensures that the long-term operation and maintenance of the storm water systems in our community will continue to function and meet the regulatory requirements for numerous public agencies. Construction on larger multi-year pond projects can be phased.

Willow Woods Condominium 2017-Ponds Rehabilitation

City Council Meeting: October 10, 2016

Introduction

My name is Svetlana Ostrovskaya. I serve as the Treasurer on the Willow Woods Condo association board and head the pond volunteer committee.

Our H.O.A. is located at the northwest corner of the intersection of Old Willow and River Road within the SSA-5 service area and CPH Ward-1.

We have over 300 condominiums and residents that total over 600. Our community is professional managed by A Plus Property Management Company.

I appear before you this evening on behalf of our Board to request your participation and assistance in funding a Pond Rehabilitation Project.

I wish to recognize our other H.O.A. Board directors:

Steve Szymanski, President

Mark Bednarowicz, Director

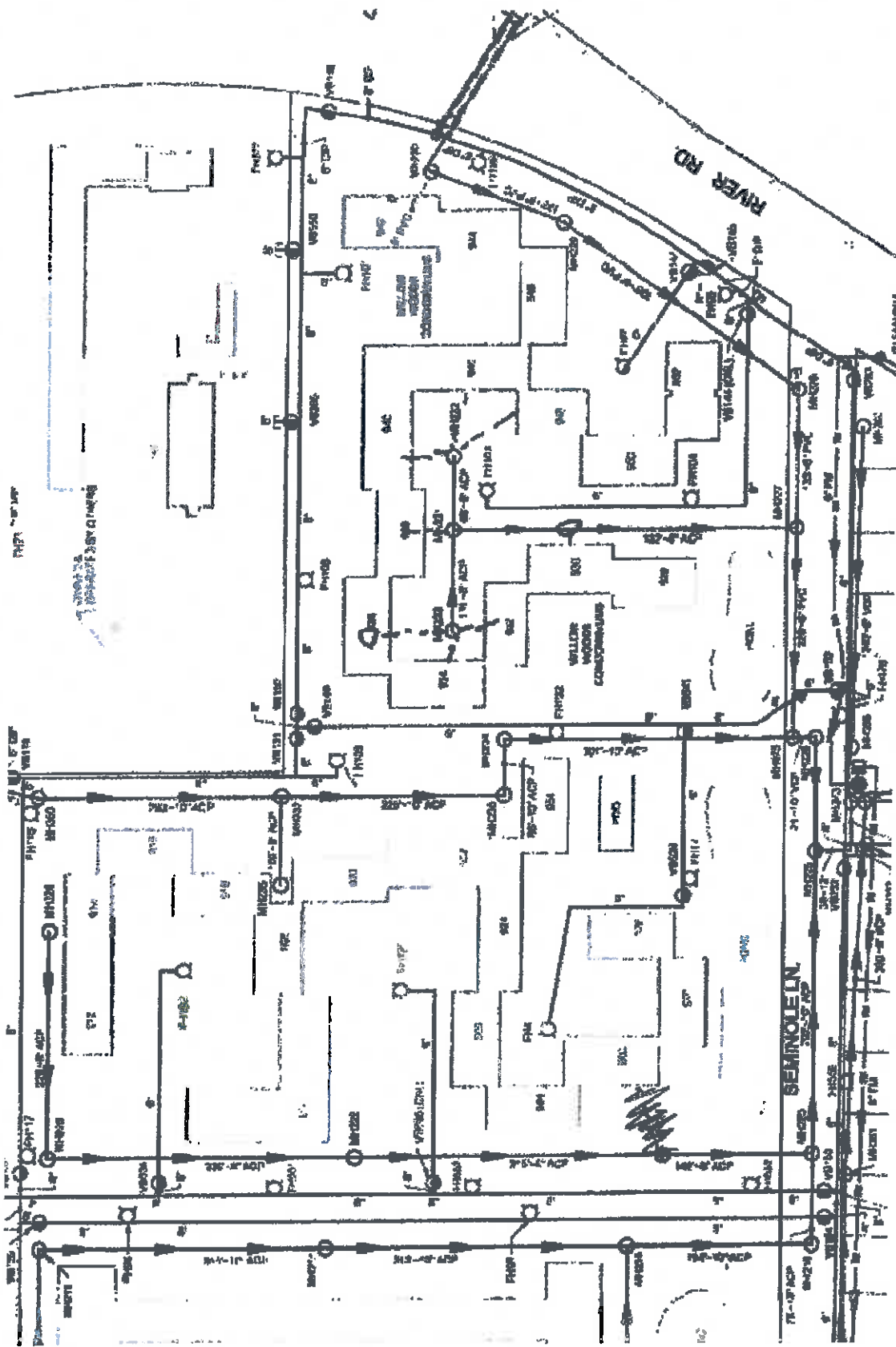
Consulting Civil Engineer, Mark J. Toberman, P.E., CFM

Our Ponds

- Our community man-made storm water management ponds are located on the north side of Old Willow Road on both east and west sides of driveway.
- These ponds have suffered from lack of maintenance which resulted in severe long term shoreline erosion and the eventual sedimentation of our bottoms.
- Many of our residents didn't even realize the ponds existed because they were so heavily overgrown with invasive trees, weeds and covered with "green" algae.
- The Summer 2016 pond maintenance work was performed by association volunteers to allow our engineer to perform a topographic survey and site inspection by the City.



Our Ponds Aerial Photo-2009



Illinois American Water Company-Utility Plan (Willow Woods Condo)

What was done

- In the late spring and summer of 2016, our association volunteers removed the invasive species trees and brush from our east pond (smaller pond) This labor intensive work was performed by our residents under the direction of the Volunteers at the City of Prospect Heights Natural Resource Commission.



Inlet Storm Sewer Pipe (from Old Willow Rd. Catch Basin)



Tree – Shrub Branch Pile (from East Pond Bank)



East Pond Condition Spring-2016



East Pond Condition (Fall-2016)



East Pond Condition (Spring 2016)



East Pond Condition (Fall-2016)



East Ponds Condition (Fall-2016)



West Pond Condition (Spring-2016)



Outlet Pipe (West Pond) flows south to Mount Prospect

Scope of Work

- The proposed scope of 2017 Pond Rehabilitation work includes the following primary tasks to restore function:
 - 1) Sediment Removal
 - 2) Shoreline Stabilization
 - 3) Pond Aeration
- Opinions of Probable Costs were furnished from local construction firms (Lenny Hoffman Excavating & Kane Brothers)

Permits

- US Army Corps of Engineers-Wetland
- MRWD Storm Water Permit
- City of Prospect Heights-Grading
- Other Misc. permits



US Army Corps of Engineers

- On October 3, 2016 e-mail was sent requesting a jurisdictional wetland determination was sent to the US Army Corp of Engineers (Chicago District).

MRWD

- On September 30, 2016 e-mail was sent to the MRWD requesting a Letter of Determination for our proposed 2017 Pond Maintenance project.



Funding

We obtained preliminary construction budget estimates from two (2) local construction companies that have performed similar work on other public pond rehabilitation projects.

- Lenny Hoffman Excavating
- Kane Brothers

Their scope of work differs but they separate: east & west ponds

Kane Brothers-East Pond

East Pond Dredging

Scope of work associated with projection includes:

- Remove existing cedar split rail fence
- Remove trees and shrubs as needed to provide access to the pond
- Remove sediment (by long reach excavation) from pond bottom (projection assumes a depth of no more than four feet of silt in the East pond)
- Material haul-off
- Disposal of silt off site

Initial budget projection associated with the scope of work outlined above totals \$155,000 - \$185,000

East Pond Shoreline Restoration

Scope of work associated with projection includes:

- Installation of riprap shoreline to three feet above normal water level
- Installation of vegetated retaining wall from riprap to grade
- Installation of drainage and backfill as required per engineer
- Installation of plug vegetation estimated 2,000 plugs
- Installation of seed mix over face of vegetated retaining wall
- Repair damaged construction access in landscape
- Install cedar split rail fence in location of old fence
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$230,000 - \$270,000

East Pond Fountain Aerator Installation

Scope of work associated with projection includes:

- Installation of a 11-HP Fountain
- Installation of fountain control panel
- Installation of mounting hardware to anchor the fountain to shore
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$91,900

Kane Brothers-West Pond

West Pond Dredging

Scope of work associated with projection includes:

- Remove existing cedar split rail fence
- Remove trees and stumps as needed to provide access to the pond
- Remove sediment (by long reach excavator) from pond bottom (projection assumes a depth of no more than four feet of silt in the East pond)
- Material haul-off
- Disposal of silt off site

Initial budget projection associated with the scope of work outlined above totals \$314,000 - \$567,000

West Pond Shoreline Restoration

Scope of work associated with projection includes:

- Installation of riprap shoreline to three feet above normal water level
- Installation of vegetated retaining wall from riprap to grade
- Installation of drainage and backfill as required per engineer
- Installation of plug vegetation estimated 2,000 plugs
- Installation of seed mix over face of vegetated retaining wall
- Repair damaged construction access in landscape
- Install cedar split rail fence in location of old fence
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$236,000 - \$230,000

West Pond Fountain Aerator Installation

Scope of work associated with projection includes:

- Installation of a (2) 1-HP Fountain
- Installation of (2) fountain control panels
- Installation of mounting hardware to anchor the fountain to shore
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$21,800

Lenny Hoffman Excavating- East Pond

Station	Description	Quantity	Units	Unit Price	Bid Total
5	East Pond Silt Fence	500.000	FT	4.66	2,330.00
10	East Pond Pump Construction Entrance	100.000	SY	51.70	5,170.00
15	East Pond Dewatering	1.000	LS	3,746.93	3,746.93
20	East Pond Excavation and Disposal	1,800.000	CY	43.72	78,696.00
25	East Pond Regrade	955.000	SY	0.36	343.80
30	East Pond Rip Rap Bank Stabilization	234.000	SY	24.32	5,690.88
35	East Pond Replace Wared End Section (24")	1.000	EA	2,007.03	2,007.03
40	East Pond Clean Outfall Pipe	1.000	LS	2,315.25	2,315.25
45	East Pond Tree Removal	1.000	LS	2,894.06	2,894.06
50	East Pond Safety Ledge/Koyasone Block Wall	840.000	SF	57.88	48,619.20
55	East Pond Ornamental Fence	210.000	FT	57.88	12,154.80
60	East Pond 4" Topsoil	280.000	SY	9.54	2,671.20
65	East Pond Seed and Blanket	280.000	SY	1.45	406.00
	East Pond Subtotal				\$167,045.15

Lenny Hoffman-West Pond

100	West Pond Silt Fence	1,000.000	FT	-1.66	-1,660.00
105	West Pond Temp Construction Entrance	100.000	SY	-51.70	-5,170.00
110	West Pond Dewatering	1,000	LS	6,025.65	6,025.65
115	West Pond Excavation and Disposal	3,122.000	CY	43.72	136,493.84
120	West Pond Regrading	2,400.000	SY	0.36	864.00
125	West Pond Rip Rap Bank Stabilization	500.000	SY	24.32	12,160.00
130	West Pond Replace Flared End Section (24")	2,000	EA	2,007.03	4,014.06
135	West Pond Clean Outfall Pipe	1,000	EA	2,315.25	2,315.25
140	West Pond Tree Removal	1,000	LS	2,894.06	2,894.06
145	West Pond Safety Ledge/Keystone Block Wall	1,760.000	SF	57.88	101,868.80
150	West Pond Ornamental Fence	440.000	FT	57.88	25,467.20
155	West Pond 4" Topsoil	600.000	SY	9.54	5,724.00
160	West Pond Seed and Blanket	600.000	SY	1.45	870.00
	West Pond Subtotal				\$309,126.86

City of Prospect Heights

- Since our association ponds accept storm water runoff both from River Rd. and Old Willow Rd., we ask the City of Prospect Heights to utilize the special service area funding district (SSA 5) to secure funding for the design and rehabilitation of this long overdue pond maintenance project.

12137 w. 159th st.
homer glen, il 60449

p: 630.794.9180
f: 630.794.9182
info@kanebros.com

October 09, 2018

Willow Woods HOA
Attention: Svetlana Ostrovskaya
Prospect Heights, IL
Page 1 of 3

Initial Budget Projections for Willow Woods Pond Restoration Projects

The following is a budget projection for various options related to the restoration of the two ponds (East and West) located adjacent to Old Willow Road at the Willow Woods Condominium Site.

Outline of Conceptual Plan:

East Pond Dredging

Scope of work associated with projection includes:

- Remove existing cedar split rail fence
- Remove trees and shrubs as needed to provide access to the pond
- Remove sediment (by long reach excavator) from pond bottom (projection assumes a depth of no more than four feet of silt in the East pond)
- Material haul-off
- Disposal of silt off site

Initial budget projection associated with the scope of work outlined above totals \$155,000 - \$185,000

East Pond Shoreline Restoration

Scope of work associated with projection includes:

- Installation of riprap shoreline to three feet above normal water level
- Installation of vegetated retaining wall from riprap to grade
- Installation of drainage and backfill as required per engineer
- Installation of plug vegetation estimated 2,000 plugs
- Installation of seed mix over face of vegetated retaining wall
- Repair damaged construction access in landscape
- Install cedar split rail fence in location of old fence
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$230,000 - \$270,000

East Pond Fountain Aerator Installation

Scope of work associated with projection includes:

- Installation of a 1HP Fountain
- Installation of fountain control panel
- Installation of mounting hardware to anchor the fountain to shore
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$9,000

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October 09, 2016

Willow Woods HOA
Attention: Svetlana Ostrovskaya
Prospect Heights, IL
Page 2 of 3

Outline of Conceptual Plan:

West Pond Dredging

Scope of work associated with projection includes:

- Remove existing cedar split rail fence
- Remove trees and shrubs as needed to provide access to the pond
- Remove sediment (by long reach excavator) from pond bottom (projection assumes a depth of no more than four feet of silt in the East pond)
- Material haul-off
- Disposal of silt off site

Initial budget projection associated with the scope of work outlined above totals \$314,000 - \$367,000

West Pond Shoreline Restoration

Scope of work associated with projection includes:

- Installation of riprap shoreline to three feet above normal water level
- Installation of vegetated retaining wall from riprap to grade
- Installation of drainage and backfill as required per engineer
- Installation of plug vegetation estimated 2,000 plugs
- Installation of seed mix over face of vegetated retaining wall
- Repair damaged construction access in landscape
- Install cedar split rail fence in location of old fence
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$208,000 - \$230,000

West Pond Fountain Aerator Installation

Scope of work associated with projection includes:

- Installation of a (2) 1HP Fountain
- Installation of (2) fountain control panels
- Installation of mounting hardware to anchor the fountain to shore
- Final Clean-up

Initial budget projection associated with the scope of work outlined above totals \$21,800

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homer glen, il 60491

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October 09, 2016

Willow Woods HOA
Attention: Svetlana Ostrovskaya
Prospect Heights, IL
Page 3 of 3

Budgetary considerations not included in the projection:

- Engineering fees associated with developing a finalized plan for permit approval
- Permit fees or any engineering that may be required for permitting
- Electrical work / Electrical supply
- Repairs of damage to existing landscape / walkways / curbs as a result of construction
- Projection assumes sediment material that is removed is not contaminated and can be dumped at a fill
- Projection assumes a average depth of three (3') feet of sediment throughout the ponds. Additional sediment may be present, without proper surveying and further investigation; it will be impossible to accurately predict how much build-up has occurred.

Conditions of the Cost Projection:

This estimate does not constitute an offer by Kane Brothers, Inc. to supply the described project for the estimated cost. This estimate does not constitute a contract on the part of Kane Brothers, Inc. with Willow Woods HOA. This estimate is provided for informational purposes only and is not intended to have any binding effect upon Willow Woods HOA and Kane Brothers, Inc. In the event Willow Woods HOA wishes to proceed with the stated project, Willow Woods HOA and Kane Brothers, Inc. must enter into a formal contract intended to create binding obligations upon Willow Woods HOA and Kane Brothers, Inc.

****END****

Lenny Hoffman

EXCAVATING INC.

3636 Lake Avenue
WILMETTE, ILLINOIS 60091-1017

(847) 258-3800
FAX (847) 258-3810

October 3, 2016

Willow Woods Homeowners Association
954 Old Willow Road
Prospect Heights, Illinois 60070
Telephone: 847-459-1280
Fax:

Attn: Ms. Svetlana Ostrovskaya

Re: Willow Woods Detention Pond Dredging -BUDGET
Drawings: N/A

Lenny Hoffman Excavating, Inc. is pleased to provide you with this proposal (BUDGET) to furnish labor, equipment and material to perform excavating work on the above referenced project. Please note the following project specific qualifications:

- Soils are assumed to Clean Construction and Demolition Debris. Soils are also assumed to require disposal as Hard to Handle (HTH) material do to saturation with water.
- Restoration of paved surfaces is not included in this proposal.

Our Proposed scope of work is as follows:

1. Install Erosion Control Measures consisting of silt fence, and stabilized construction entrance. Items to be removed at the end of the project.
2. Dewater the ponds by pumping into bermed area constructed around outfall structure. Silt bags will be used to minimize amount of silt in pumped water.
3. Remove trees and brush as required to access work areas.
4. Excavate 3-feet of soils from the bottom of the ponds. Excavate additional 3-feet in the areas around the outflow pipes to create sediment settlement area. Soils to be loaded directly into trucks for transportation and disposal off-site.
5. Regrade the disturbed areas to promote flow to the outfall structure. Regrade slopes of the ponds.
6. Install a 5-foot wide band of limestone rip rap around the perimeter of each pond, at the water line.
7. Replace missing or deteriorated Flared End Sections at outflow pipes.
8. Jet out the outflow pipes at each pond.
9. Install keystone block retaining wall at 50% of the perimeter of each pond to create a safety ledge. Install an ornamental fence above the retaining wall to limit access retained area.
10. Restore disturbed areas with 4-inches of topsoil; covered with grass seed and erosion control blanket.

11. Provide testing of pumped water to confirm compliance with discharge requirements.

Item	Bid Price
Lump Sum Budget for Construction Activities	\$ 515,086.00
TOTAL	\$ 515,086.00

Exclusions: No pumping, testing, handwork, hand compaction, specialty machine compaction, sheeting, shoring, bracing, layout, frost breaking, soil manipulation, discing, barricades, spoil handling, reconditioning, underpinning, saw cutting, erosion control, tree protection, utility location, removal, or disconnection, unless specifically mentioned herein.

Notes:

1. All excavated soils for this project are assumed to be Clean Construction and Demolition Debris (CCDD). The Owner or General Contractor is responsible for providing an Uncontaminated Soil Certification (Form LPC-663) signed and sealed by an Illinois Licensed Professional Engineer prior to our mobilization to the site. The cost for providing this letter and the proper analytical results is not included in this bid.
2. This proposal does not include modification of any heavy equipment to be used on the project to meet project specific emission or noise control limits. Any modifications to our equipment to meet project specific requirements will be billed to the general contractor.
3. Removal and/or replacement of unsuitable material shall be done on either a time-and-material basis or as an extra to the contract.
4. All existing materials are assumed to be natural topsoil, sand and clay; therefore Lenny Hoffman Excavating, Inc. is not liable for handling anything other than these types of materials. Any cost incurred in handling anything other than these types of materials (i.e. contaminated, special, or hazardous wastes, etc.) will be done as an extra to the contract.
5. This price is based on all materials found below surficial topsoil, vegetation, or existing improvements is considered to be suitable compactable structural clay that is at design compaction and optimum moisture content in its virgin in-place state and will be used as structural fill material unless otherwise specified herein.
6. This proposal is to be incorporated as part of the contract.
7. The agreement between General Contractor and Owner is only agreed to by Lenny Hoffman Excavating, Inc. after having had reasonable time to review, negotiate its terms and expressly agree to the terms in writing.
8. Any contract language which implies the specific condition precedent of payment by the contractor to the sub-contractor that payment be received by the contractor from the owner is acceptable in its meaning in accordance with 770 ILCS60\21, Sections 21, 22, 23, and 28.
9. Lenny Hoffman Excavating, Inc. will only waive its lien rights after it has been paid for work performed.

Willow Woods Homeowners Association
October 3, 2016

10. If a representative of the General Contractor signs Time & Material Tickets or Sub-Contractor Contract Change Order authorizing the sub-contractor to proceed with a change to the work, The General Contractor will pay the sub-contractor the mutually agreed price for the work, regardless of any disputes that may arise between the general contractor and the owner.
11. Any alteration or deviation from the bid specification or drawings involving extra costs of material or labor will become an extra charge to the sum mentioned in the contract.
12. Payment to be made monthly as the work progresses for the value of all the work completed with ten percent (10%) retention held until seventy-five (75%) of this contract is complete. Retention will be reduced to five percent (5%). Retention will be paid in full upon completion of the work of the contract. All payments not received within 45 days are subject to an additional interest payment of one point five percent (1.5%) per month.
13. No monies have been included for Bonds, Permits, or delays caused by strikes, labor disputes, acts of God, other contractors, or reasons beyond our control.
14. This price is not based on adverse weather conditions.
15. This price is based on an 8 hour work day, Monday thru Friday. All overtime costs to be paid by others.
16. This quotation valid for sixty days (60) days from the date listed above.

Sincerely,

LENNY HOFFMAN EXCAVATING, INC.



Patrick J. Clarke
Estimator/Project Manager

WILLOWWOODS

Willow Woods Ponds

10/03/2016 2:21 PM

BID PROPOSAL

Bid Item #	Description	Quantity	Units	Unit Price	Est. Total
5	East Pond Silt Fence	500.000	FT	4.66	2,330.00
10	East Pond Temp Construction Entrance	100.000	SY	51.70	5,170.00
15	East Pond Dewatering	1.000	LS	3,746.93	3,746.93
20	East Pond Excavation and Disposal	1,900.000	CY	43.72	78,696.00
25	East Pond Regrade	955.000	SY	0.36	343.80
30	East Pond Rip Rap Bank Stabilization	234.000	SY	24.32	5,690.88
35	East Pond Replace Flared End Section (24")	1.000	EA	2,007.03	2,007.03
40	East Pond Clean Outfall Pipe	1.000	LS	2,315.25	2,315.25
45	East Pond Tree Removal	1.000	LS	2,894.06	2,894.06
50	East Pond Safety Ledge/Keystone Block Wall	840.000	SF	57.88	48,619.20
55	East Pond Ornamental Fence	210.000	FT	57.88	12,154.80
60	East Pond 4" Topsoil	280.000	SY	9.34	2,615.20
65	East Pond Seed and Blanket	280.000	SY	1.45	406.00
	East Pond Subtotal				\$107,045.15
100	West Pond Silt Fence	1,000.000	FT	4.66	4,660.00
105	West Pond Temp Construction Entrance	100.000	SY	51.70	5,170.00
110	West Pond Dewatering	1.000	LS	6,625.65	6,625.65
115	West Pond Excavation and Disposal	3,122.000	CY	43.72	136,493.84
120	West Pond Regrading	2,400.000	SY	0.36	864.00
125	West Pond Rip Rap Bank Stabilization	500.000	SY	24.32	12,160.00
130	West Pond Replace Flared End Section (24")	2.000	EA	2,007.03	4,014.06
135	West Pond Clean Outfall Pipe	1.000	EA	2,315.25	2,315.25
140	West Pond Tree Removal	1.000	LS	2,894.06	2,894.06
145	West Pond Safety Ledge/Keystone Block Wall	1,760.000	SF	57.88	101,868.80
150	West Pond Ornamental Fence	440.000	FT	57.88	25,467.20
155	West Pond 4" Topsoil	600.000	SY	9.34	5,724.00
160	West Pond Seed and Blanket	600.000	SY	1.45	870.00
	West Pond Subtotal				\$309,126.85
500	Water Quality Testing	1.000	LS	3,472.88	3,472.88
910	Layout/Supervision/SWPP	80.000	HRS	226.04	18,083.20
915	Mobilizations Standard	8.000	EACH	516.58	4,132.64
920	Street Sweeping	15.000	TRIP	507.53	7,612.95
1000	Bond	1.000	LS	3,613.23	3,613.23
	Bid Total				\$515,086.91

**To: Mr. Joseph Wade
City Administrator
City of Prospect Heights**

From: Thomas M. Bastian

Date: October 7, 2016

Re: Status of Old Town Sanitary District Dissolution

Dear Mr. Wade:

Please accept this correspondence as an update as to the status of the Old Town Sanitary District (the "District") dissolution.

As you know, the District was legislatively dissolved on July 10, 2015. Since that date, the District has been winding up its business affairs. Both state and county agencies including, but not limited to the Office of the Illinois Comptroller, Metropolitan Water Reclamation District and Office of the Cook County Clerk have been notified of the dissolution. The District has previously made a determination of the percentage of territory lying within each of the four (4) municipalities previously served by the District. Those municipalities are the City of Prospect Heights, Village of Wheeling, Village of Arlington Heights and Village of Mount Prospect. In addition, the District has prepared and forwarded to each affected municipalities, bills of sale related to infrastructure such as, sewer mains and the like and assignments of easements to each municipality. Documents including, but not limited to as built drawings, sewer maps and related materials have been removed from the District's office and are in the possession of the City of Prospect Heights. The District is currently in the process of preparing its final audit/financial report but, in order to complete that report, the District must sell and close on the sale of the District's commercial condominium office space located at 1845 E. Rand Road, Arlington Heights, Illinois.

The sale of the District's office has proved most difficult and troublesome. The unit has been listed for sale on the open real estate market continuously since August 2015 and, during that period, has had only one showing, but no offer. The difficulty in selling the unit appears to be that the market for commercial condominium office space is almost nonexistent and the District's commercial condominium unit carries significant drawbacks including ongoing special assessments as a result of pending litigation against the condominium association board and certain of its members. The listing price has been reduced a number of times from the original listing price of approximately \$50,000.00.

In September 2016, the first purchase offer was tendered but that offer of \$31,000.00 was withdrawn and a subsequent purchase offer of \$24,300.00 was made. The reduction in the offer to purchase is due to the prospective purchaser's concerns regarding ongoing special assessments and continuing litigation. As of this date, the unit is under contract for sale at a price of \$24,300.00. Inasmuch as the contract for purchase is subject to the buyer's attorney approval, closing is not a certainty. In the event the closing of the sale of the unit does occur, the District will complete its final audit/financial report which we believe is the final matter to be completed. If any monetary assets remain, those monies will be distributed proportionately to each municipality.

Should you have any questions or concerns in this regard, please contact me.

Thank you.

Thomas M. Bastian



To: Mayor Helmer and Members of the City Council

From: Joe Wade, City Administrator

Subject: Workshop Agenda Item: Request for Proposal for Landscaping Maintenance and Management Services, Tourism District

Date: October 5, 2016

Background: At the September 26 City Council meeting, the Council placed the Landscape Maintenance and Management Services Request for Proposal, Tourism District, on the agenda for the October 10 Workshop session. Subsequently, this draft request for proposal was prepared to serve as an item for review and discussion.

Analysis: This draft document is targeted for release to potential contractors later this fall, for submission of proposals to the City by mid-December. This draft document addresses landscaping services only in the Tourism District. Funding for this work is provided from Tourism District Hotel/Motel Tax Revenues.

Recommendation: Council review and authorization to distribute and post 2017 Season Request for Proposal for Landscaping Maintenance and Management Services.

City of Prospect Heights
2017 Landscape Maintenance and Management Program
Request for Proposals

The City of Prospect Heights invites interested professional landscaping service providers to submit written proposals to provide landscaping management services for the City. The selected vendor will be expected to provide landscape maintenance and management services in the City's Tourism District, Milwaukee Avenue and Route 45 (River Road) area during the 2017 season, April 1-November 30.

(Landscaping area of the Tourism District is shown in attachment A. The locations include: Milwaukee Avenue at Palatine Road; Milwaukee Avenue, north of Des Plaines River Road; Des Plaines River Road, west of Milwaukee Avenue; and Milwaukee Avenue at Palatine Road Bridge.)

Proposal Specifications and Instructions to Proposers

Owner:

City of Prospect Heights

8 North Elmhurst Road

Prospect Heights, Illinois 60070

Proposal Contact

Jim O'Neill, Public Works Superintendent, 847-398-6070 extension 264, joneill@prospect-heights.org

Delivery of Proposals

Proposals will be due on December 15, 2016 at 3pm. Proposals are to be delivered to: City of Prospect Heights, (Attention: Jim O'Neill) 8 North Elmhurst Road, Prospect Heights, Illinois 60070. Each proposal shall be submitted in a sealed envelope plainly marked with the title marked ("City of Prospect Heights 2017 Landscape Maintenance Proposal") and proposer's full legal name and shall be addressed and delivered to the City before the time and place set forth above. Proposals may be delivered by mail or in person. Proposals received after the time specified above will not be considered.

Contractor Information

The City of Prospect Heights requests additional contractor information, including a list of current and past clients where similar grounds keeping duties had, or are currently being performed. Contractor may submit other information in support of proposals. Additionally, the City of Prospect Heights may perform an interview with contractors under consideration to clarify any information provided, or gather more evidence of qualifications.

Project Tours

Before submitting a proposal, each vendor will have the opportunity to examine the project and fully understand the conditions that in any way may affect the work proposed. Failure to inspect the site will in no way relieve the successful contractor from the necessity of furnishing any materials or performing any labor necessary for the satisfactory completion of the work.

A project tour has been established for the time and date of..... The tour will meet at the parking lot of Players' Pub and Grill, 1250 S. River Road, Prospect Heights. All vendors are invited to tour the landscaping area at that time with City representatives. Each vendor will be allowed to ask questions. Inquiries for specific information will not be entertained prior to the aforementioned tours. All vendors are invited to tour the landscaping area shown in Attachment A on their own.

Part 1-General Conditions

Scope of Work

The Landscape Maintenance and Management Contractor (hereinafter called the "Contractor" will furnish all labor, equipment, tools, services, skills, etcetera required to maintain the landscape in an attractive condition throughout the contract period. Work shall include:

Spring Cleanup: Spring clean-up operations will be completed within the period of coverage, as soon as seasonal conditions permit, and no later than May 15th. This service may take multiple visits to complete. The following items are to be included as part of spring clean-up:

1. Turf areas shall be raked to lift matted lawn areas.
2. Remove leaves and debris from planting beds and landscaped areas.
3. Blow and remove debris from service area.
4. Ornamental grass and perennial material left from fall will be removed at the plant crown.
5. Debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.

Turf Mowing: All mowing operations will be performed in a neat and orderly manner. Equipment shall be moved on and off the turf areas to minimize track marks. Maintenance equipment shall be in tune and operated in a manner that will prevent property damage or personal injury. Contractor will be responsible for damage caused by improper use of equipment.

1. Turf areas will be mowed evenly, as required, to keep an overall height of approximately three (3) inches as conditions permit. Mowing shall take place no later than every 7 days, weather permitting. Considering the topography, the Contractor is required to use the proper mowing equipment to provide a high quality cut and minimize the occurrence of unnecessary scalping due to uneven terrain.
2. Turf adjoining hard surfaces, cultivated beds, or other obstructions will be maintained through edging and line trimming.
3. Permanent fixtures, such as posts or fencing, in the turf areas are to be trimmed to avoid unsightly growth at the base. Care is to be taken at all times when operating around fixtures to prevent damage to them.
4. Clippings and debris generated from mowing and edging will be cleared from all sidewalks, streets and site entrances prior to completion of operations.

Contractor shall mulch grass clippings, wherever possible. Additional or excessive clippings shall be removed off site only upon approval from a managing agent at a pre-approved cost.

Turf Fertilization and Weed Control: The City of Prospect Heights desires a neat appearance to this area and seeks to control crabgrass, dandelions, clover, creeping Charlie and similar weeds. Turf areas will receive three (3) balanced fertilizer applications, totaling approximately three (3) lbs. of nitrogen per 1,000 square feet of turf for the entire season. All turf areas will receive two (2) weed control applications. Turf areas will receive one (1) application of crabgrass/pre-emergent. Applications will follow this tentative schedule:

1. April/May-Pre-emergent crabgrass control product, with a premium grade fertilizer.
2. June/July-Weed control product with a premium grade fertilizer.
3. August/October-Weed control product, with a premium grade fertilizer.

Sidewalk/Concrete Surface Edging: Turf adjoining concrete sidewalks, curbing and driveways shall be edged seven (7) times during the growing season.

1. Edging operations shall begin in May, and continue in even intervals through the summer.

Shrub Material and Bed Fertilizer: Shrub beds will receive one (1) application of a complete analysis granular fertilizer applied in spring.

Bed Maintenance: Landscape beds and tree rings will be edged two (2) times within the period of coverage. Mulched landscape beds and tree rings will be edged two (2) times within the period of coverage. Mulched landscape beds and tree rings will be cultivated as required. Beds will be inspected throughout the season for weed control. Herbicides will be applied at the manufacturer's recommended rate. Spot weeding of mulched and non-mulched beds will be accomplished through hand pulling, mechanical or chemical treatments.

Groundcover/Vines/Perennial Beds: Applicable groundcover and perennials will be maintained as required throughout the growing season to keep a presentable appearance.

Sites where climbing groundcover and vines grow along structures will be left in place unless directed by site management prior to the commencement of the contract.

Tree and Shrub Maintenance

All plant and tree material is to be pruned in a manner to provide a neat natural appearance. Shearing and selective pruning techniques are left to the discretion of the Contractor.

Deciduous shrub plant material under 6' shall be pruned after flowering occurs (this varies season to season and by plant variety). Pruning will achieve removal of broken or otherwise injured wood and maintain the plants natural form and symmetry to the existing material. Once underway, the shrub pruning service may happen over an extended period of time.

1. June-Evergreen and deciduous shrubs and hedges shall be trimmed.
2. August-Evergreen and deciduous shrubs and hedges shall be trimmed.

Ornamental flowering trees are to be pruned at the proper time of year to encourage maximum flower production.

Dead or damaged portions of plants will be removed whenever possible.

All plant material will be fertilized with a balanced slow release fertilizer in the dormant season and supplemented throughout the year as necessary to maintain vigorous healthy plant material.

Deciduous trees and ornamentals will receive one (1) application of complete analysis granular fertilizer in spring. Branches of deciduous and ornamental trees, below 12n feet in height, shall be pruned to eliminate dead, diseased, or damaged wood. Sucker material will be removed on an ongoing basis.

Fall Clean Up: Clean-up operations will be completed as part of the final service. This is generally between October 15th and November 30th, weather permitting. This service may take multiple visits to complete.

1. Collect fallen leaves and miscellaneous debris around site.

2. Blow debris from walkways and parking areas.
3. Applicable perennials will be cut and removed at the plant crown. All debris to be removed from site. Surrounding natural and wild areas will not be used for disposal

Hours of Work: Contractor must follow the hours of the City's construction and noise ordinance. Allowable hours for landscaping work are: 7:00 AM to 6:00PM on weekdays or Saturday. Work is prohibited on Sundays.

Quality: Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with the standards of recognized professional firms in performing work of a similar nature, in full compliance with, and as required by or pursuant, to this Contract/Proposal.

Performance Standards: If this Contract/Proposal is accepted, Contractor proposes and agrees, that all Work shall be fully provided, performed, and completed in accordance with the Scope of Work.

Responsibility for Damage or Loss: Contractor proposes and agrees, that Contractor shall be responsible and liable for, and shall promptly and without charge to the City repair or replace, any damage done to, and any loss or injury suffered by, the City, the Work site, or other property or persons as a result of the Work.

Inspection/Testing/Rejection: The City shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in the City's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract/Proposal. The City, without limiting its other rights and remedies may require correction or replacement at Contractor's cost., perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Contractor with any excess cost incurred thereby, or cancels all or any part of any order or this Contract/Proposal. Work so rejected may be returned or held at Contractor's expense and risk.

Part 2: Miscellaneous Provisions

Renewal: The City and Contractor may renew this contract/proposal upon mutual agreement for up to three one-year terms.

Compliance with the Law and Regulatory Requirements: Successful Contractor must comply with all applicable laws, regulations, and rules promulgated by any Federal, state, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations and rules referred to in this paragraph but in no way to operate as a limitation, are Occupational Safety and Health Act (OSHA), Illinois Department of Labor (IDOL), Department of Transportation, all forms of traffic regulations, public utility, Intrastate and Interstate Commerce Commission regulations, Workers' Compensation Laws, the

Social Security Act of the Federal Government and any of its titles, the Illinois Department of Human Rights, or EEOC statutory provisions and rules and regulations.

Insurance: In submission of a proposal, the Contractor is certifying that it has all insurance coverage required by law or that would normally be expected for Contractor's type of work. Additionally, the Contractor is certifying that, as successful vendor, upon execution of the contract, it will provide insurance of such types and in such amounts as may be necessary to protect itself and the interests of the City against hazards or risks of loss contemplated by the contract.

The City of Prospect Heights shall be named as additional insured on all applicable insurance policies. Satisfactory certificates of insurance shall be filed with the City upon execution of the contract. The certificates shall state that thirty (30) days advance written notice will be given to the City before any policy covered thereby is changed or cancelled.

The insurance coverage and limits set forth below shall be deemed to be minimum coverage and limits that shall not be construed in any way as a limitation on Bidder's duty to carry adequate insurance or on Bidder's liability for losses or damages under this Contract/Proposal. The minimum insurance coverage and limits that shall be maintained at all times while providing, performing, or completing the Work are as follows:

1. Workers' Compensation and Employers Liability

The following limits shall not be less than:

Workers' Compensation: Statutory

Employer's Liability: \$500,000 Bodily Injury by Accident for Each Accident

\$500,000 Bodily Injury by Disease for Policy Limit

\$500,000 Bodily Injury by Disease for Each Employee

Such insurance shall evidence that coverage applies to the State of Illinois

2. Comprehensive Motor Vehicle Liability

Limits for vehicles owned, non-owned or rented shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit

3. Comprehensive General Liability

Limits shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit.

Coverage is to be written on an "occurrence" basis.

Coverage to Include:

- Premises Operations
- Products/Completed Operations
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement
- Contractual Liability

Contractual Liability coverage shall specifically include the indemnification set forth below.

4. Limits shall not be less than:
\$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

This Policy shall apply in excess of the limits state in 1,2 and 3 above.

Indemnification/Hold Harmless Provision: If this Contract/Proposal is accepted, Contractor proposes, and agrees, that Contractor shall indemnify, save harmless, and defend the City of Prospect Heights against all damages, liability, claims, losses, and expenses, (including attorneys' fees) that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, or any failure to meet the representations and warranties set forth in this Contract/Proposal

Penalties: If this Contract/Proposal is accepted, Contractor proposes, and agrees, that Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part, thereof.

Termination of Agreement: During the Landscape services period, (30) days notice will be required for termination of this agreement.

In the event of termination not the fault of the Contractor, the Contractor will be compensated for all products and services supplied to the termination date, together with all Termination Expenses as defined below.

Termination Expenses include expenses directly attributable to termination for which the Contractor is not otherwise compensated.

Termination of the agreement does not prevent the City of Prospect Heights from pursuing any claims against the Contractor through arbitration or other means available, including withholding payment of expenses or compensation.

Part 3-Proposal Forms

Proposals must adhere to the format of these forms and content of this request for proposal. Proposals will not be evaluated unless all parts of the bid form are submitted in a complete package. The information set forth is the minimum required in order to qualify for consideration.

Firm Name:

Address:

City, State, Zip

Telephone:

Date:

Landscape Services Bid:

In compliance with the City of Prospect Heights' Request for Proposal, we propose to furnish all materials, labor, and equipment and services necessary to perform the Landscape Maintenance Services for the 2017 season, for an annual fee of :

_____ Dollars (\$_____) per Year

Bid Form Price Authorization

By signing this proposal form, such action certifies that the Contractor has personal knowledge of the following:

That said Contractor has examined the Request for Proposal and specifications, carefully prepared the proposal form, and has checked the same in detail before submitting said proposal; and that said

Contractor, or the agents, officers, or employees thereof, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of competition in connection with this bid.

That all of said work will be performed at the Contractor's own proper cost and expense. The Contractor will furnish all necessary materials, labor, tools, machinery, apparatus and other means of construction in the manner provided in the applicable specifications and at the time stated in the contract.

The undersigned, being a reputable Landscape Contractor hereby submits in good faith and in full accordance with all specifications, attached or integral, his/her Proposal for the landscape services of the *City of Prospect Heights 2017 Landscape Maintenance and Management Program*.

Name of Contractor:

Authorized Signature:

Name and Title of Signatory (please print)

Phone:

E-mail:

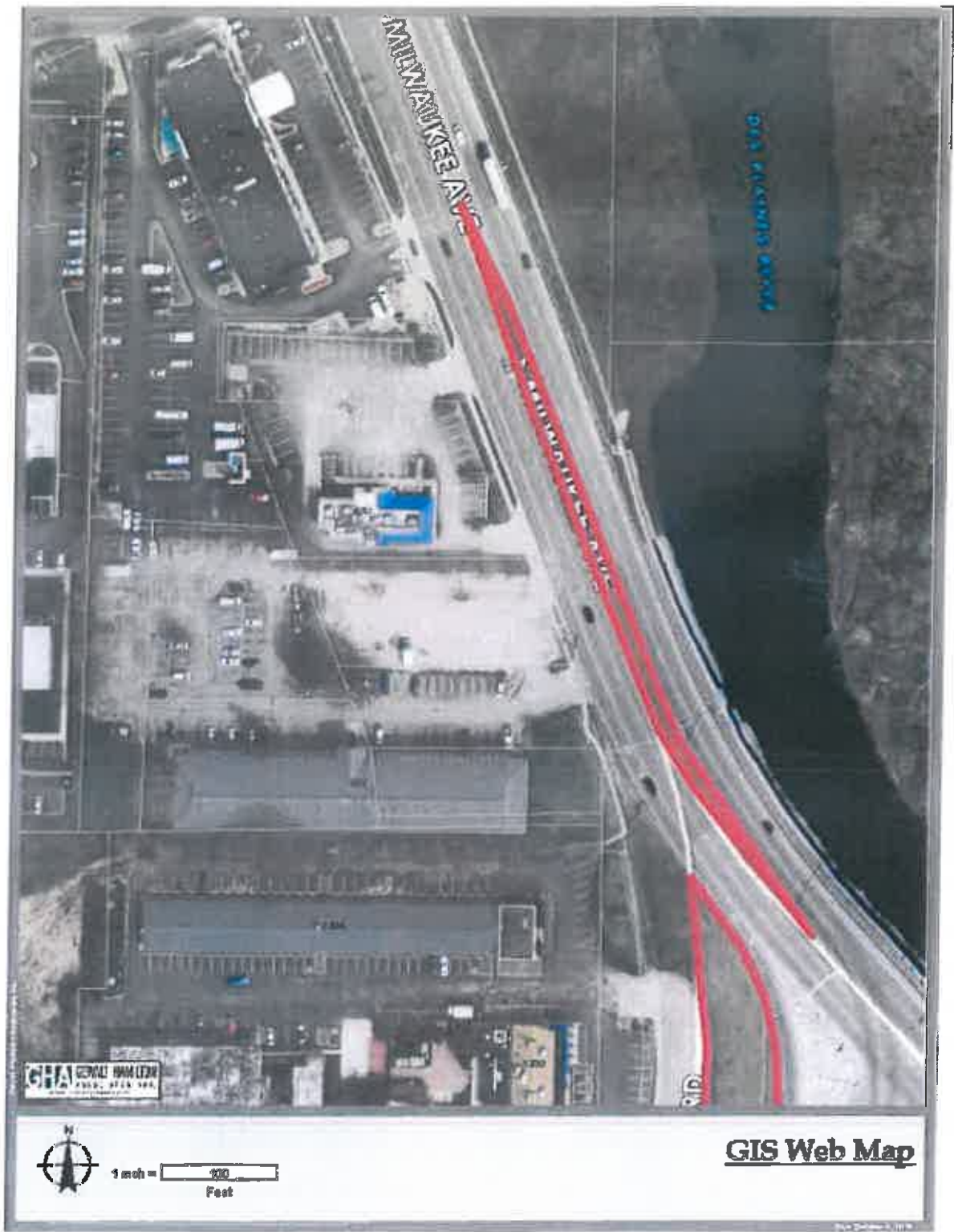
Attachment A - 1 of 4



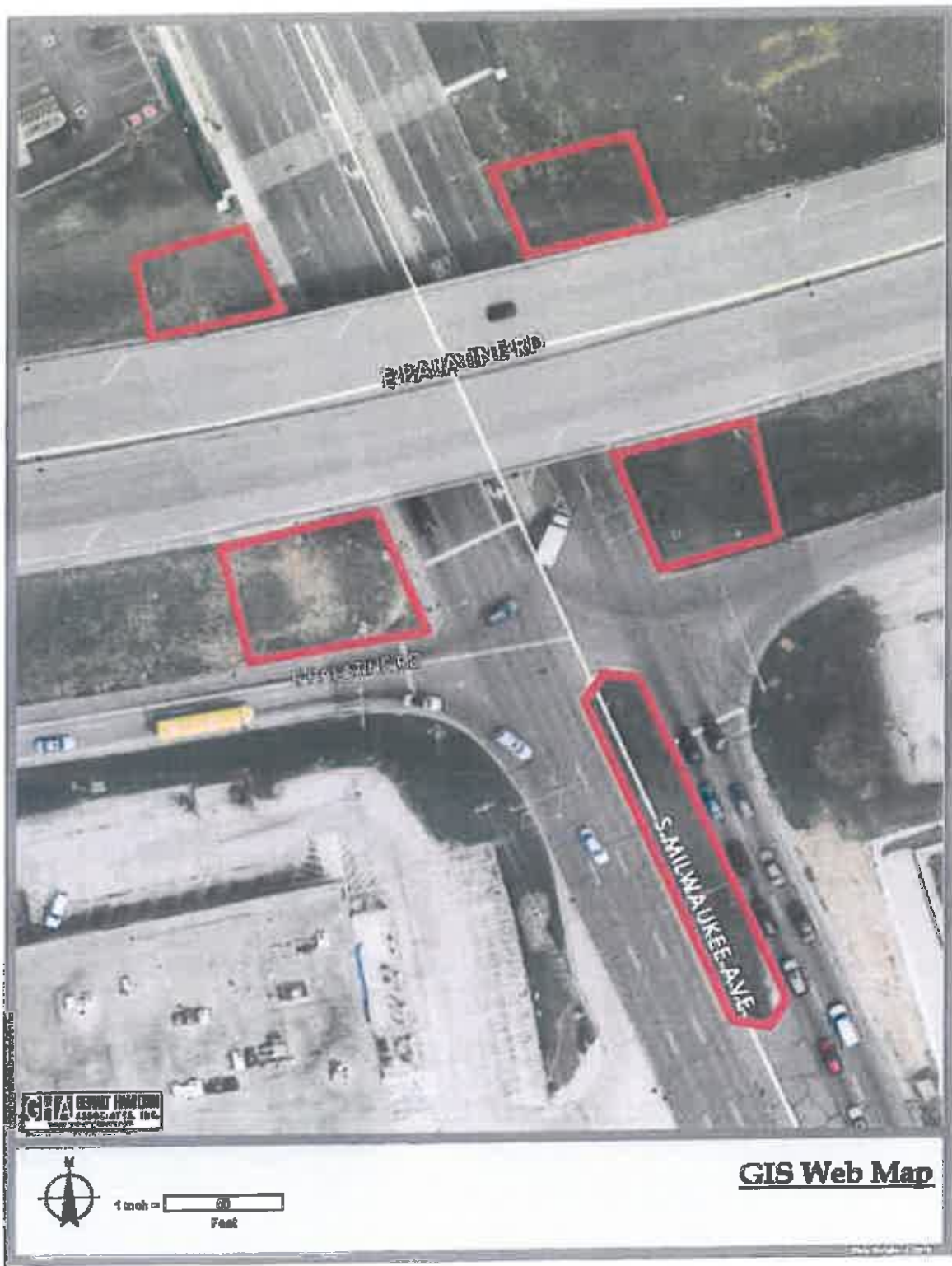
Attachment A - 2 of 4



Attachment A - 3 of 4



Attachment A - 4 of 4



APPROVAL OF WARRANTS

14A

10/11/2016 COUNCIL MEETING		
Checks		
General Fund	\$	119,981.34
MFT Fund		
Palatine/Milwaukee TIF		
Tourism District		6,739.84
Development Fund		
DEA Fund		2,028.21
Solid Waste Fund		
S S Area #1		
S S Area #2		
S S Area #3		
S S Area #4		
S S Area #5		
S S Area #8 - Levee Wall #37		
S S Area-Constr#6(Water Main)		
S S Area-Debt#6		
Road Construction		
Road Construction Debt		
Water Fund		2,375.09
Parking Fund		6,195.22
Sanitary Sewer Fund		9,674.00
Road/Building Bond Escrow		
Police Pension		
	TOTAL	\$ 146,993.70
Wire Payments		
9/30/2016 PAYROLL POSTING		129,169.71
Total Warrant	\$	276,163.41

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	119,981.34	34,975.33	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	6,739.84	.00	
DEA SEIZURE FUND			
Total DEA SEIZURE FUND:	2,028.21	.00	
WATER FUND			
Total WATER FUND:	2,375.09	1,957.90	
PARKING FUND			
Total PARKING FUND:	6,195.22	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	9,674.00	.00	
Grand Totals:	148,993.70	36,933.23	

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
AT&T	847392424408/	CH FAX LINES #3346	08/25/2016	01-320-5410	100.24	.00	
AT&T	847459061806/	PW FAX #9205	08/25/2016	01-320-5410	82.64	.00	
Total AT&T:					182.88	.00	
AT&T LONG DISTANCE	09/04/2016	LONG DISTANCE STATEMENT	09/04/2016	01-320-5410	35.13	.00	
Total AT&T LONG DISTANCE:					35.13	.00	
ATLAS BUSINESS SOLUTIONS,	INV259420	SCHEDULE ANYWHERE LICEN	09/23/2016	01-360-5100	734.40	.00	
Total ATLAS BUSINESS SOLUTIONS, INC.:					734.40	.00	
BROOKS-ALLAN	0040946	PD UNIFORMS	08/31/2016	01-360-5741	667.76	.00	
BROOKS-ALLAN	0040947	PD CLOTHING	08/31/2016	01-360-5741	116.10	.00	
BROOKS-ALLAN	0040957	PD BUSINESS CARDS	08/31/2016	01-360-5700	115.86	.00	
BROOKS-ALLAN	0041005	CLOTHING - ALD WILLIAMSON	08/30/2016	01-360-5741	99.00	.00	
BROOKS-ALLAN	0041006	BUILDING DEPT CLOTHING SU	08/30/2016	01-340-5700	113.65	.00	
Total BROOKS-ALLAN:					1,102.58	.00	
CARDMEMBER SERVICE	8/20/16-9/20/1	METRA STATION COMCAST BIL	09/30/2016	52-300-5410	149.85	.00	
CARDMEMBER SERVICE	8/20/16-9/20/1	PARKING/MEETINGS	09/30/2016	01-310-5300	240.66	.00	
CARDMEMBER SERVICE	8/20/16-9/20/1	BODYSUIT FOR KP TRAINING	09/30/2016	16-300-5710	1,880.00	.00	
CARDMEMBER SERVICE	8/20/16-9/20/1	IL MUNICIPAL LEAGUE	09/30/2016	01-320-5330	17.00	.00	
CARDMEMBER SERVICE	8/20/16-9/20/1	CITY SIGNAGE/FLOWERS	09/30/2016	01-350-5710	96.94	.00	
Total CARDMEMBER SERVICE:					2,067.65	.00	
COMCAST	09/13-10/12	PW SERVICE #8056	09/08/2016	01-320-5410	249.35	249.35	09/29/2016
COMCAST	09/19-10/18	PW SERVICE #5960	09/12/2016	01-320-5410	4.20	4.20	09/29/2016
COMCAST	09/28-10/27	INTERNET FOR SCADA SYSTE	09/21/2016	51-300-5410	157.90	157.90	09/29/2016
Total COMCAST:					411.45	411.45	
COMED REAL ESTATE & FACILI	10/3/16	MONTHLY RENT	10/03/2016	52-300-5511	6,021.00	.00	
Total COMED REAL ESTATE & FACILITIES:					6,021.00	.00	
CONSERV FS INC.	102003353	GASOLINE	09/16/2016	01-350-5751	1,863.75	.00	
Total CONSERV FS INC.:					1,863.75	.00	
CONSTELLATION NEWENERGY	0035224857	STRTS #3147007013	09/23/2016	01-350-5411	266.54	.00	
CONSTELLATION NEWENERGY	0035224948	STRTS #0061088105	09/23/2016	01-350-5411	480.17	.00	
Total CONSTELLATION NEWENERGY INC.:					726.71	.00	
COUNTRY INN & SUITES	5/1/16-7/30/16	TOURISM GRANT	09/22/2016	13-300-5820	5,547.50	.00	
Total COUNTRY INN & SUITES:					5,547.50	.00	
DAVID BANASZYNSKI	10/04/2016	HEALTH INSPECTION - DELI 4 Y	10/04/2016	01-340-5100	100.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total DAVID BANASZYNSKI:					100.00	.00	
DEKIND COMPUTER CONSULT	20873	11/2016 MONTHLY SERVICE RA	10/01/2016	01-320-5130	2,720.00	.00	
DEKIND COMPUTER CONSULT	20894	11/2016 OFFSITE BACKUP	10/01/2016	01-320-5130	650.00	.00	
DEKIND COMPUTER CONSULT	20922	11/2016 APPRIVER SECURE TI	10/01/2016	01-320-5130	140.00	.00	
DEKIND COMPUTER CONSULT	20970	8/2016 TRIP CHARGES	10/03/2016	01-320-5130	105.00	.00	
Total DEKIND COMPUTER CONSULTANTS:					3,615.00	.00	
DURACLEAN	23575	BIO-HAZARD/HAZMAT CLEANU	09/30/2016	01-380-5321	350.00	.00	
Total DURACLEAN:					350.00	.00	
FEDEX	5-550-45857	WATER SHIPPING	08/29/2016	51-300-8200	53.22	.00	
Total FEDEX:					53.22	.00	
FOOD & ALCOHOL SERVICE TR	2016-11	FOOD SERVICE SANITATION IN	08/30/2016	01-340-5100	650.00	.00	
Total FOOD & ALCOHOL SERVICE TRAINING, INC.:					650.00	.00	
FRANCZEK RADELET	170298	LABOR LEGAL FEES	08/09/2016	01-320-5123	8,715.75	.00	
Total FRANCZEK RADELET:					8,715.75	.00	
HALO BRANDED SOLUTIONS IN	2767484	LAPEL STICKERS	08/17/2016	16-300-5710	448.21	.00	
Total HALO BRANDED SOLUTIONS INC:					448.21	.00	
HD SUPPLY WATERWORKS LT	G085697	MANHOLE LADDER	09/09/2016	51-300-5050	200.00	.00	
Total HD SUPPLY WATERWORKS LTD:					200.00	.00	
HMO ILLINOIS	0952	HMO HEALTH INSURANCE	09/16/2016	01-360-4100	8,259.58	8,259.58	09/29/2016
HMO ILLINOIS	0952	HMO HEALTH INSURANCE	09/16/2016	01-320-4100	709.42	709.42	09/29/2016
Total HMO ILLINOIS:					8,969.00	8,969.00	
ILLINOIS SECTION AWWA	200025084	ANNUAL UPDATES	09/22/2016	51-300-5330	96.00	.00	
Total ILLINOIS SECTION AWWA:					96.00	.00	
JEFFREY L. BAUREIS	12	ELECTRICAL INSPECTIONS	10/02/2016	01-340-5100	1,184.50	.00	
Total JEFFREY L. BAUREIS:					1,184.50	.00	
JG UNIFORMS INC	43288	PD UNIFORMS	09/22/2016	01-360-5741	186.08	.00	
JG UNIFORMS INC	43364	PD UNIFORMS	09/29/2016	01-360-5741	165.08	.00	
JG UNIFORMS INC	43366	PD UNIFORMS	09/29/2016	01-360-5741	675.00	.00	
JG UNIFORMS INC	43396	PD UNIFORMS	09/29/2016	01-360-5741	177.02	.00	
Total JG UNIFORMS INC:					1,203.12	.00	
JOURNAL & TOPICS NEWSPAP	THRU 10/12/17	PD 1 YEAR SUBSCRIPTION	09/02/2016	01-360-5820	33.00	.00	
Total JOURNAL & TOPICS NEWSPAPERS INC.:					33.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
JUST TIRES MP INC.	516044	VEH MAINTENANCE - TIRES	09/21/2016	01-350-5020	415.88	.00	
Total JUST TIRES MP INC.:					415.88	.00	
KAREN SCHULTHEIS	10/1/2016	OFFICE SUPPLIES	10/01/2016	01-320-5700	55.75	.00	
KAREN SCHULTHEIS	10/1/2016	TOURISM MEETING BREAKFAST	10/01/2016	13-300-5108	21.35	.00	
KAREN SCHULTHEIS	10/1/2016	PD OFFICE SUPPLIES	10/01/2016	01-360-5700	28.75	.00	
KAREN SCHULTHEIS	10/1/2016	PW OFFICE SUPPLIES	10/01/2016	01-350-5700	28.75	.00	
Total KAREN SCHULTHEIS:					135.60	.00	
KUNTZE CONSTRUCTION SER	09/28/16	WEST DOOR REPLACEMENT -	09/28/2016	01-350-5104	806.12	806.12	09/29/2016
Total KUNTZE CONSTRUCTION SERVICES:					806.12	806.12	
MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	01-320-4110	35.24	.00	
MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	01-340-4110	31.23	.00	
MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	01-350-4110	41.20	.00	
MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	01-360-4110	217.98	.00	
MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	51-300-4110	11.71	.00	
Total MADISON NATIONAL LIFE:					337.36	.00	
MENARDS	82560	PW OPERATING SUPPLIES	09/14/2016	01-350-5710	33.97	.00	
Total MENARDS:					33.97	.00	
MICHAEL PORZYCKI	9/10/2016	CELL PHONE REIMBURSEMENT	09/10/2016	01-340-5100	57.66	.00	
Total MICHAEL PORZYCKI:					57.66	.00	
MIKE SMITH	2016 SUMMER	SUMMER 2016 TUITION REIMB	09/09/2016	01-360-5340	5,162.50	5,162.50	09/29/2016
Total MIKE SMITH:					5,162.50	5,162.50	
MOE FUNDS	11/2016	HEALTH/DENTAL INS PREMIUM	09/29/2016	01-350-4100	9,000.00	9,000.00	09/29/2016
MOE FUNDS	11/2016	HEALTH/DENTAL INS PREMIUM	09/29/2016	51-300-4100	1,800.00	1,800.00	09/29/2016
Total MOE FUNDS:					10,800.00	10,800.00	
MUNICIPAL & FINANCIAL SERV	16-134	SANITARY SEWER RATE STUD	10/03/2016	53-300-5100	9,674.00	.00	
Total MUNICIPAL & FINANCIAL SERVICES GROUP:					9,674.00	.00	
NCBERS GROUP LIFE INS	52701016	PD PREMIUM	09/23/2016	01-000-2090	16.00	16.00	09/29/2016
NCBERS GROUP LIFE INS	77671016	PD PREMIUM	09/23/2016	01-000-2090	64.00	64.00	09/29/2016
Total NCBERS GROUP LIFE INS:					80.00	80.00	
NICOR GAS	08/23/16-08/22	METRA 20-24-74-0000 3	09/22/2016	52-300-5410	24.37	.00	
NICOR GAS	08/24/16-08/22	PD SRVC 96-95-54-0000 4	09/22/2016	01-320-5410	42.64	.00	
NICOR GAS	8/23/16-8/22/1	PW 94-92-27-0000 4	09/22/2016	01-320-5410	33.88	.00	
Total NICOR GAS:					100.79	.00	
NORTHWEST CEDAR PRODUC	8-29-16	FENCE FROM PD TO 83 - FINAL	10/04/2016	01-350-5104	9,172.00	9,172.00	10/04/2016

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total NORTHWEST CEDAR PRODUCTS:					9,172.00	9,172.00	
NORTHWEST ELECTRICAL SUP	17290890	MILWAUKEE/RIVER ROAD SUP	09/19/2016	13-300-5108	836.47	.00	
NORTHWEST ELECTRICAL SUP	17290891	MILWAUKEE/RIVER ROAD SUP	09/19/2016	13-300-5108	40.02	.00	
Total NORTHWEST ELECTRICAL SUPPLY CO:					876.49	.00	
NW CENTRAL DISPATCH SYST	8381	11/2016 MEMBER ASSESSMEN	10/03/2016	01-380-5240	19,787.67	.00	
Total NW CENTRAL DISPATCH SYSTEM:					19,787.67	.00	
OMNI YOUTH SERVICES INC.	04COPH17	VOCA GRANT EXPENSE	10/01/2016	01-380-5910	6,673.67	.00	
Total OMNI YOUTH SERVICES INC.:					6,673.67	.00	
OPP FRANCHISING INC. DBA J	CHC10160241	CLEANING SERVICES	10/01/2016	01-350-5104	1,132.00	.00	
Total OPP FRANCHISING INC. DBA JANI-KING IL:					1,132.00	.00	
PATRIOT PAVEMENT MAINTEN	764	CRACK SEALING & PATCHING	09/12/2016	01-350-5106	28,868.00	.00	
Total PATRIOT PAVEMENT MAINTENANCE:					28,868.00	.00	
PDC LABORATORIES INC	843021S	WATER TESTING	09/16/2016	51-300-5100	16.25	.00	
Total PDC LABORATORIES INC:					16.25	.00	
PREISER ANIMAL HOSPITAL	86233	VACCINATIONS FOR K9	09/19/2016	01-380-5141	274.36	.00	
PREISER ANIMAL HOSPITAL	OPEN:0	PHYSICAL EXAM/GROOMING F	09/27/2016	01-380-5141	566.99	.00	
Total PREISER ANIMAL HOSPITAL:					840.35	.00	
PRO DATA PAYROLL SERVICE	371481	PAYROLL PROCESSING	09/28/2016	01-320-5540	185.45	.00	
Total PRO DATA PAYROLL SERVICES INC.:					185.45	.00	
RAY O'HERRON CO INC	1653283-IN	PD UNIFORMS	09/22/2016	01-380-5741	242.98	.00	
RAY O'HERRON CO INC	1654039-IN	RANGE SUPPLIES	09/28/2016	01-380-5740	300.00	.00	
Total RAY O'HERRON CO INC:					542.98	.00	
READY PRESS LLC	78242	PD ENVELOPES	09/21/2016	01-380-5700	208.00	.00	
Total READY PRESS LLC:					208.00	.00	
RESERVE ACCOUNT	09/21/2016	PD POSTAGE METER REFILL	09/21/2016	01-380-5200	1,000.00	1,000.00	09/29/2016
Total RESERVE ACCOUNT:					1,000.00	1,000.00	
RONDOUT SERVICE CENTER	8530	VEH MTC	09/02/2016	01-350-5020	23.50	.00	
RONDOUT SERVICE CENTER	8840	VEH MTC	09/16/2016	01-350-5020	23.50	.00	
Total RONDOUT SERVICE CENTER:					47.00	.00	
ROY'S TREE SERVICE	1183	TREE REMOVAL - 1419 OLIVE	09/21/2016	01-350-5103	1,500.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total ROY'S TREE SERVICE:					1,500.00	.00	
STEINER ELECTRIC COMPANY	8008497171.0	MILWAUKEE/RIVER LIGHTING	08/19/2016	13-300-5106	235.60	.00	
STEINER ELECTRIC COMPANY	8008497171.0	MILWAUKEE/RIVER LIGHTING	09/20/2016	13-300-5106	58.90	.00	
Total STEINER ELECTRIC COMPANY:					294.50	.00	
SUBURBAN ACCENTS INC.	24084	GRAPHICS & LETTERING ON S	08/23/2016	01-360-5710	75.00	.00	
Total SUBURBAN ACCENTS INC.:					75.00	.00	
TASER INTERNATIONAL	SI1453746	TASER EQUIPMENT	08/27/2016	01-360-5610	334.47	.00	
Total TASER INTERNATIONAL:					334.47	.00	
TAYLOR PLUMBING INC.	61418	BACKFLOW TESTING	08/09/2016	01-360-5104	995.00	.00	
Total TAYLOR PLUMBING INC.:					995.00	.00	
THOMPSON ELEVATOR INSPE	16-3115	ELEVATOR INSPECTIONS	09/20/2016	01-340-5100	200.00	.00	
Total THOMPSON ELEVATOR INSPECT SVC, INC.:					200.00	.00	
VERIZON WIRELESS	9771814384	PD AIRCARDS	09/10/2016	01-360-5610	532.16	532.16	09/28/2016
VERIZON WIRELESS	9772520001	SCADA SYSTEM	09/23/2016	51-300-5410	40.01	.00	
Total VERIZON WIRELESS:					572.17	532.16	
WAREHOUSE DIRECT OFFICE	3203286-0	CH OFFICE SUPPLIES	09/21/2016	01-320-5700	87.79	.00	
WAREHOUSE DIRECT OFFICE	3204989-0	PW OPERATING SUPPLIES	09/22/2016	01-360-5710	1,142.18	.00	
Total WAREHOUSE DIRECT OFFICE PROD INC.:					1,229.97	.00	
WHEELING/PROSPECT HEIGHT	4627	QTRLY MEMBERSHIP LUNCHE	09/20/2016	01-310-5310	390.00	.00	
WHEELING/PROSPECT HEIGHT	4647	TASTE OF THE TOWN - 2016	09/28/2016	01-310-5300	315.00	.00	
Total WHEELING/PROSPECT HEIGHTS CC & INDUSTRY:					705.00	.00	
Grand Totals:					146,993.70	56,933.23	

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

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting
Report dates: 9/27/2016-10/11/2016Page: 1
Oct 05, 2016 03:29PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2030 WITHHOLDING INSURAN	NCPERS GROUP LIFE INS	52701016	PD PREMIUM	09/23/2016	16.00	16.00	09/29/2016
01-000-2030 WITHHOLDING INSURAN	NCPERS GROUP LIFE INS	77871016	PD PREMIUM	09/23/2016	64.00	64.00	09/29/2016
Total :					80.00	80.00	
CITY COUNCIL & BOARDS							
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	8/20/16-9/20/1	PARKING/MEETINGS	09/30/2016	240.86	.00	
01-310-5300 ALDERMANIC EXPENSE	WHEELING/PROSPECT HEIGHT	4547	TASTE OF THE TOWN - 2016	09/26/2016	315.00	.00	
01-310-5310 MEMBERSHIPS	WHEELING/PROSPECT HEIGHT	4527	QTRLY MEMBERSHIP LUNCHE	09/20/2016	390.00	.00	
Total CITY COUNCIL & BOARDS:					945.86	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	HMO ILLINOIS	0852	HMO HEALTH INSURANCE	09/16/2016	709.42	709.42	09/29/2016
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	35.24	.00	
01-320-5123 LABOR ATTORNEY	FRANCZEK RADELET	170288	LABOR LEGAL FEES	09/09/2016	8,715.75	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	20873	11/2016 MONTHLY SERVICE RA	10/01/2016	2,720.00	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	20894	11/2016 OFFSITE BACKUP	10/01/2016	650.00	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	20922	11/2016 APPRIVER SECURE TI	10/01/2016	140.00	.00	
01-320-5130 COMPUTER CONSULTA	DEKIND COMPUTER CONSULT	20870	9/2016 TRIP CHARGES	10/03/2016	105.00	.00	
01-320-5330 TRAINING	CARDMEMBER SERVICE	8/20/16-9/20/1	IL MUNICIPAL LEAGUE	09/30/2016	17.00	.00	
01-320-5410 UTILITIES	AT&T	847382424408/	CH FAX LINES #3346	09/25/2016	100.24	.00	
01-320-5410 UTILITIES	AT&T	847459061808/	PW FAX #9205	09/25/2016	82.64	.00	
01-320-5410 UTILITIES	AT&T LONG DISTANCE	09/04/2016	LONG DISTANCE STATEMENT	09/04/2016	36.13	.00	
01-320-5410 UTILITIES	COMCAST	09/13-10/12	PW SERVICE #9086	09/06/2016	249.35	249.35	09/29/2016
01-320-5410 UTILITIES	COMCAST	09/19-10/18	PW SERVICE #5980	09/12/2016	4.20	4.20	09/29/2016
01-320-5410 UTILITIES	NICOR GAS	09/24/16-09/22	PD SRVC 98-65-54-0000 4	09/22/2016	42.54	.00	
01-320-5410 UTILITIES	NICOR GAS	8/23/16-9/22/1	PW 94-82-27-0000 4	09/22/2016	33.88	.00	
01-320-5540 PAYROLL SERVICE FEE	PRO DATA PAYROLL SERVICE	371461	PAYROLL PROCESSING	09/28/2016	185.45	.00	
01-320-5700 OFFICE SUPPLIES	KAREN SCHULTHEIS	10/1/2016	OFFICE SUPPLIES	10/01/2016	56.75	.00	
01-320-5700 OFFICE SUPPLIES	WAREHOUSE DIRECT OFFICE	3203286-0	CH OFFICE SUPPLIES	09/21/2016	67.79	.00	
Total ADMINISTRATION:					13,950.38	982.97	
BUILDING DEPARTMENT							
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	31.23	.00	
01-340-5100 PROFESSIONAL SERVIC	DAVID BANASZYNSKI	10/04/2016	HEALTH INSPECTION - DELI 4 Y	10/04/2016	100.00	.00	
01-340-5100 PROFESSIONAL SERVIC	FOOD & ALCOHOL SERVICE TR	2016-11	FOOD SERVICE SANITATION IN	09/30/2016	850.00	.00	
01-340-5100 PROFESSIONAL SERVIC	JEFFREY L. BAUREIS	12	ELECTRICAL INSPECTIONS	10/02/2016	1,184.50	.00	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting

Page: 2

Report dates: 9/27/2016-10/11/2016

Oct 05, 2016 03:29PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoices Amount	Amount Paid	Date Paid
01-340-5100 PROFESSIONAL SERVIC	MICHAEL PORZYCKI	9/10/2016	CELL PHONE REIMBURSEMENT	09/10/2016	57.88	.00	
01-340-5100 PROFESSIONAL SERVIC	THOMPSON ELEVATOR INSPE	16-3115	ELEVATOR INSPECTIONS	09/20/2016	200.00	.00	
01-340-5700 OFFICE SUPPLIES	BROOKS-ALLAN	0041008	BUILDING DEPT CLOTHING SU	09/30/2016	113.85	.00	
Total BUILDING DEPARTMENT:							2,337.24
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	MOE FUNDS	11/2016	HEALTH/DENTAL INS PREMIUM	09/29/2016	9,000.00	9,000.00	09/29/2016
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	41.20	.00	
01-350-5020 VEHICLE MAINTENANCE	JUST TIRES MP INC.	516044	VEH MAINTENANCE - TIRES	09/21/2016	415.88	.00	
01-350-5020 VEHICLE MAINTENANCE	ROUNDOUT SERVICE CENTER	8530	VEH MTC	09/02/2016	23.50	.00	
01-350-5103 PROF SERVICES - FORE	ROUNDOUT SERVICE CENTER	9940	VEH MTC	09/16/2016	23.50	.00	
01-350-5104 PROF SERVICES - BUILD	ROY'S TREE SERVICE	1183	TREE REMOVAL - 1419 OLIVE	09/21/2016	1,500.00	.00	
01-350-5104 PROF SERVICES - BUILD	KUNTZE CONSTRUCTION SER	09/29/16	WEST DOOR REPLACEMENT -	09/26/2016	806.12	806.12	08/29/2016
01-350-5104 PROF SERVICES - BUILD	NORTHWEST CEDAR PRODUC	6-29-16	FENCE FROM PD TO 83 - FINAL	10/04/2016	9,172.00	9,172.00	10/04/2016
01-350-5104 PROF SERVICES - BUILD	OPP FRANCHISING INC. DBA J	CHC10160241	CLEANING SERVICES	10/01/2016	1,132.00	.00	
01-350-5104 PROF SERVICES - BUILD	TAYLOR PLUMBING INC.	61416	BACKFLOW TESTING	09/09/2016	995.00	.00	
01-350-5106 PROF SERVICES - STRE	PATRIOT PAVEMENT MAINTEN	764	CRACK SEALING & PATCHING	09/12/2016	28,888.00	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	0035224857	STRTS #3147007013	09/23/2016	266.54	.00	
01-350-5411 WATER AND ELECTRIC	CONSTELLATION NEWENERGY	0035224948	STRTS #0051068105	09/23/2016	480.17	.00	
01-350-5700 OFFICE SUPPLIES	KAREN SCHULTHEIS	10/1/2016	PW OFFICE SUPPLIES	10/01/2016	28.75	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	8/20/16-9/20/1	CITY SIGNAGE/FLOWERS	09/30/2016	99.94	.00	
01-350-5710 OPERATING SUPPLIES	MEWARDS	82880	PW OPERATING SUPPLIES	09/14/2016	33.97	.00	
01-350-5710 OPERATING SUPPLIES	WAREHOUSE DIRECT OFFICE	3204889-0	PW OPERATING SUPPLIES	09/22/2016	1,142.18	.00	
01-350-5761 GASOLINE	CONSERV FS INC.	102003353	GASOLINE	09/16/2016	1,683.75	.00	
Total PUBLIC WORKS:					55,692.50	18,978.12	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	HMO ILLINOIS	0952	HMO HEALTH INSURANCE	09/16/2016	8,259.58	8,259.58	09/29/2016
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	217.98	.00	
01-360-5100 PROFESSIONAL SERVIC	ATLAS BUSINESS SOLUTIONS,	INV289420	SCHEDULE ANYWHERE LICEN	09/23/2016	734.40	.00	
01-360-5141 KENNEL FEES	PREISER ANIMAL HOSPITAL	98233	VACCINATIONS FOR K9	09/19/2016	274.36	.00	
01-360-5141 KENNEL FEES	PREISER ANIMAL HOSPITAL	OPEN#0	PHYSICAL EXAM/GROOMING F	09/27/2016	585.99	.00	
01-360-5200 POSTAGE	RESERVE ACCOUNT	09/21/2016	PD POSTAGE METER REFILL	09/21/2016	1,000.00	1,000.00	09/29/2016
01-360-5240 NORTHWEST CENTRAL	NW CENTRAL DISPATCH SYST	8361	11/2016 MEMBER ASSESSMEN	10/03/2016	19,787.67	.00	
01-360-5321 AUTO EXPENSE	DURACLEAN	23575	BIO-HAZARD/HAZMAT CLEANU	09/30/2016	350.00	.00	
01-360-5340 TUITION REIMBURSEME	MIKE SMITH	2016 SUMMER	SUMMER 2016 TUITION REIMB	09/06/2016	5,162.50	5,162.50	09/29/2016
01-360-5610 EQUIPMENT MAINTENA	TASER INTERNATIONAL	S11453748	TASER EQUIPMENT	09/27/2016	334.47	.00	
01-360-5610 EQUIPMENT MAINTENA	VERIZON WIRELESS	9771614384	PD AIRCARDS	09/10/2016	532.16	532.16	09/29/2016
01-360-5700 OFFICE SUPPLIES	BROOKS-ALLAN	0040857	PD BUSINESS CARDS	09/31/2016	115.85	.00	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting

Page: 3

Oct 05, 2016 03:28PM

Report dates: 9/27/2016-10/11/2016

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-5700 OFFICE SUPPLIES	KAREN SCHULTHEIS	10/1/2016	PD OFFICE SUPPLIES	10/01/2016	28.75	.00	
01-360-5700 OFFICE SUPPLIES	READY PRESS LLC	78242	PD ENVELOPES	09/21/2016	209.00	.00	
01-360-5710 OPERATING SUPPLIES	SUBURBAN ACCENTS INC.	24084	GRAPHICS & LETTERING ON S	09/23/2016	75.00	.00	
01-360-5740 RANGE SUPPLIES	RAY O'HERRON CO INC	1654039-IN	RANGE SUPPLIES	09/26/2016	300.00	.00	
01-360-5741 CLOTHING	BROOKS-ALLAN	0040946	PD UNIFORMS	09/31/2016	687.78	.00	
01-360-5741 CLOTHING	BROOKS-ALLAN	0040947	PD CLOTHING	09/31/2016	116.10	.00	
01-360-5741 CLOTHING	BROOKS-ALLAN	0041005	CLOTHING - ALD WILLIAMSON	09/30/2016	69.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	43288	PD UNIFORMS	09/22/2016	188.08	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	43354	PD UNIFORMS	09/28/2016	165.06	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	43355	PD UNIFORMS	09/28/2016	875.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	43358	PD UNIFORMS	09/28/2016	177.00	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	1653263-IN	PD UNIFORMS	09/22/2016	242.98	.00	
01-360-5820 PUBLICATIONS	JOURNAL & TOPICS NEWSPAP	THRU 10/12/17	PD 1 YEAR SUBSCRIPTION	09/02/2016	33.00	.00	
Total PUBLIC SAFETY:					40,301.69	14,954.24	
GRANTS							
01-360-5910 GRANT - VOCA EXPENS	OMNI YOUTH SERVICES INC.	04COPH17	VOCA GRANT EXPENSE	10/01/2016	6,673.67	.00	
Total GRANTS:					6,673.67	.00	
Total GENERAL FUND:					119,981.34	34,975.33	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting
Report dates: 9/27/2016-10/11/2016

Page: 4
Oct 05, 2016 03:29PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT EXPENSES							
13-300-5108 BEAUTIFICATION	KAREN SCHULTHEIS	10/1/2016	TOURISM MEETING BREAKFAST	10/01/2016	21.35	.00	
13-300-5108 BEAUTIFICATION	NORTHWEST ELECTRICAL SUP	17290890	MILWAUKEE/RIVER ROAD SUP	09/19/2016	836.47	.00	
13-300-5108 BEAUTIFICATION	NORTHWEST ELECTRICAL SUP	17290891	MILWAUKEE/RIVER ROAD SUP	09/19/2016	40.02	.00	
13-300-5108 BEAUTIFICATION	STEINER ELECTRIC COMPANY	S005497171.0	MILWAUKEE/RIVER LIGHTING	09/19/2016	235.60	.00	
13-300-5108 BEAUTIFICATION	STEINER ELECTRIC COMPANY	S005497171.0	MILWAUKEE/RIVER LIGHTING	09/20/2016	58.90	.00	
13-300-5920 GRANT - HOTELS	COUNTRY INN & SUITES	5/1/16-7/30/16	TOURISM GRANT	09/22/2016	5,547.50	.00	
Total EXPENSES:					6,739.84	.00	
Total TOURISM DISTRICT:					6,739.84	.00	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting

Page: 5
Oct 05, 2018 08:29PM

Report dates: 9/27/2016-10/11/2016

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
DEA SEIZURE FUND							
EXPENSES							
16-300-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	8/20/13-9/20/1	BODYSUIT FOR K9 TRAINING	08/30/2016	1,580.00	.00	
16-300-5710 OPERATING SUPPLIES	HALO BRANDED SOLUTIONS IN	2797484	LAPEL STICKERS	08/17/2016	448.21	.00	
Total EXPENSES:					2,028.21	.00	
Total DEA SEIZURE FUND:					2,028.21	.00	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting

Report dates: 9/27/2016-10/11/2016

Page: 8

Oct 05, 2016 03:29PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND							
EXPENSES							
51-300-4100 HEALTH INSURANCE	MOE FUNDS	11/2016	HEALTH/DENTAL INS PREMIUM	09/29/2016	1,800.00	1,800.00	09/29/2016
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	10/2016	LIFE INSURANCE	09/20/2016	11.71	.00	
51-300-5050 SYSTEM MAINTENANCE	HD SUPPLY WATERWORKS LT	G085997	MANHOLE LADDER	09/09/2016	200.00	.00	
51-300-5100 PROFESSIONAL SERVIC	PDC LABORATORIES INC	843021S	WATER TESTING	09/15/2016	18.25	.00	
51-300-5200 POSTAGE	FEDEX	5-560-45657	WATER SHIPPING	09/28/2016	53.22	.00	
51-300-5330 TRAINING	ILLINOIS SECTION AWWA	200025084	ANNUAL UPDATES	09/22/2016	98.00	.00	
51-300-5410 UTILITIES	COMCAST	09/28-10/27	INTERNET FOR SCADA SYSTE	09/21/2016	157.90	157.90	09/29/2016
51-300-5410 UTILITIES	VERIZON WIRELESS	9772530001	SCADA SYSTEM	09/23/2016	40.01	.00	
Total EXPENSES:					2,375.09	1,957.90	
Total WATER FUND:					2,375.09	1,957.90	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting
Report dates: 9/27/2016-10/11/2016Page: 7
Oct 05, 2016 03:28PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	CARDMEMBER SERVICE	8/20/16-9/20/1	METRA STATION COMCAST BIL	09/30/2016	149.85	.00	
52-300-5410 UTILITIES	NICOR GAS	08/23/16-09/22	METRA 20-24-74-0000 3	09/22/2016	24.37	.00	
52-300-5511 FACILITY RENT	COMED REAL ESTATE & FACILI	10/3/16	MONTHLY RENT	10/03/2016	6,021.00	.00	
Total EXPENSES:					6,195.22	.00	
Total PARKING FUND:					6,195.22	.00	

CITY OF PROSPECT HEIGHTS

City of Prospect Heights Council Meeting
Report dates: 9/27/2016-10/11/2016Page: 8
Oct 05, 2016 03:29PM

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SANITARY SEWER FUND							
EXPENSES							
53-300-5100 PROFESSIONAL SERVIC	MUNICIPAL & FINANCIAL SERVI	16-134	SANITARY SEWER RATE STUD	10/03/2016	9,874.00		.00
Total EXPENSES:					9,874.00		.00
Total SANITARY SEWER FUND:					9,874.00		.00
Grand Totals:					146,983.70	38,833.23	