



**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, FEBRUARY 12, 2018 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 Treasurer Rich Tibbits
- 4. APPROVAL OF MINUTES**
  - A.** January 22, 2018 Regular Meeting Minutes
  - B.** January 22, 2018 Executive Session Minutes
- 5. PRESENTATION**
- 6. APPOINTMENTS/CONFIRMATIONS AND PROCLAMATIONS**
- 7. CITIZEN CONCERNS AND COMMENTS (agenda matters)**
- 8. STAFF, ELECTED OFFICIALS, and COMMISSION REPORTS**
  - A.** Treasurer's Report and Budget Discussion Items by Finance Director Michael DuCharme
- 9. 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.

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

**10. OLD BUSINESS**

**A.** Discussion of Proposed Liquor Code Amendment (Discussion Only – No Vote will be taken)

**11. NEW BUSINESS**

**A.** Contract Proposal for Utility Audit Services and Presentation by Tom Fagan of Azavar Government Solutions

**B.** Liquor Licenses Application Request for Ruben's Bar & Grill

**C. R-18-04** Staff Memo and Resolution Appointing a Representative and Alternate to the Governing Board of the North Suburban Employee Benefit Cooperative (NSEBC)

**D. R-18-05** Staff Memo and Resolution Appropriating Motor Fuel Tax (MFT) Funds Fiscal Year Ending April 30, 2018

**E.** Staff Memo for Public Works Backhoe Purchase Request

**12. DISCUSSION/SELECTION OF TOPICS FOR UPCOMING WORKSHOP MEETING, ITEMS LISTED PREVIOUSLY:**

**A.** Sanitary Sewer Capital Improvement Update

**B.** Sanitary Sewer Fee Non-Payment Collection

**C.** Discussion of Commercial Truck Parking Regulations

**13. APPROVAL OF WARRANTS**

**A.** Approval of Expenditures

|   |              |
|---|--------------|
| General Fund  | \$288,636.80 |
| Motor Fuel Tax Fund                                 | \$13,531.15  |
| Palatine/Milwaukee Tax Increment Financing District | \$0.00       |
| Tourism District                                    | \$703.63     |
| Development Fund                                    | \$0.00       |
| Drug Enforcement Agency Fund                        | \$0.00       |
| Solid Waste Fund                                    | \$0.00       |
| Special Service Area #1                             | \$0.00       |

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|   |                     |
|---|---------------------|
| Special Service Area #2                     | \$0.00              |
| Special Service Area #3                     | \$0.00              |
| Special Service Area #4                     | \$0.00              |
| Special Service Area #5                     | \$658.47            |
| Special Service Area #8 – Levee Wall #37    | \$874.62            |
| Special Service Area-Constr #6 (Water Main) | \$0.00              |
| Special Service Area- Debt #6               | \$450.00            |
| Road Construction                           | \$0.00              |
| Road Construction Debt                      | \$0.00              |
| Water Fund                                  | \$27,533.53         |
| Parking Fund                                | \$4,503.47          |
| Sanitary Sewer Fund                         | \$7,071.18          |
| Road/Building Bond Escrow                   | \$5,306.00          |
| Police Pension                              | <u>\$0.00</u>       |
| <b>TOTAL</b>                                | <b>\$349,268.85</b> |

**Wire Payments**

|  |                            |
|--|----------------------------|
| <b>2/2/2018 PAYROLL POSTING</b>                  | <b>\$140,593.24</b>        |
| <b>JANUARY 2018 IL MUNICIPAL RETIREMENT FUND</b> | <b>\$17,731.08</b>         |
| <b>POLICE PENSION PAYMENTS</b>                   | <b>\$69,051.93</b>         |
| <b>TOTAL WARRANT</b>                             | <b><u>\$576,645.10</u></b> |

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

Posted: by Karen Schultheis by 5:00PM, February 8th, 2018

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



February 6, 2018

To: Joe Wade, City Administrator

From: Cheri Graefen, Asst. Finance Director

Subject : Monthly Treasurer's Report

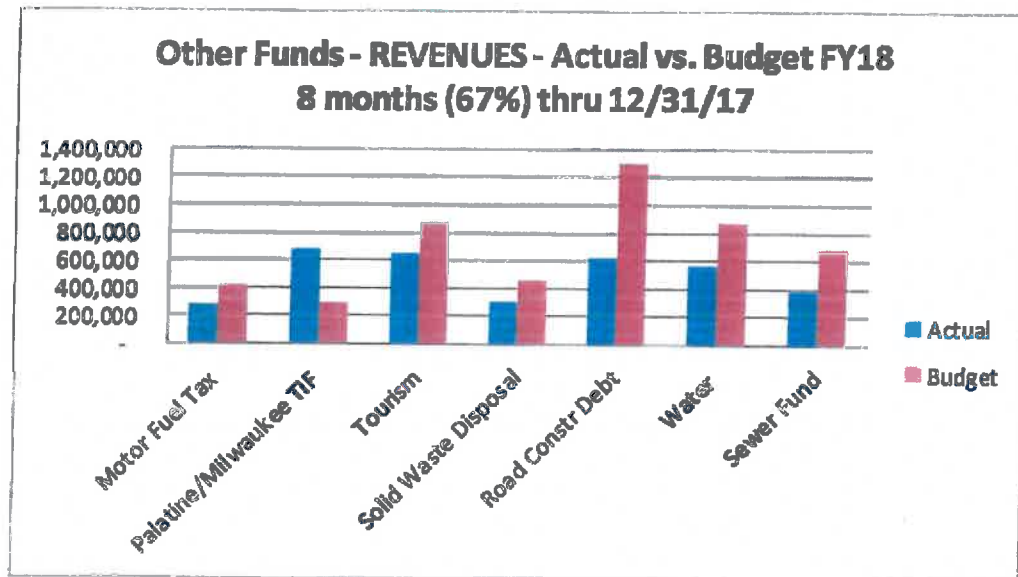
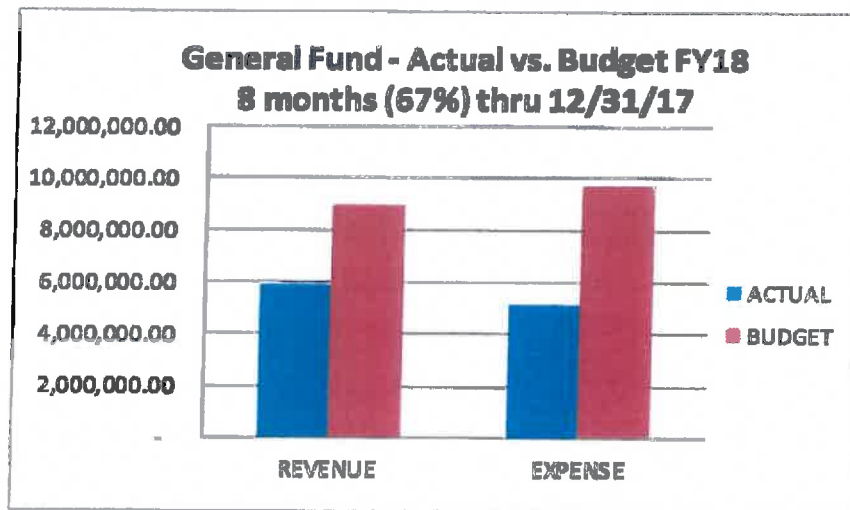
Attached is the Treasurer's Report for the period May 1, 2017 through December 31, 2017, which represents 67% of the year. Going forward, this report will be prepared for the City Council and available for distribution at the first meeting of each month.

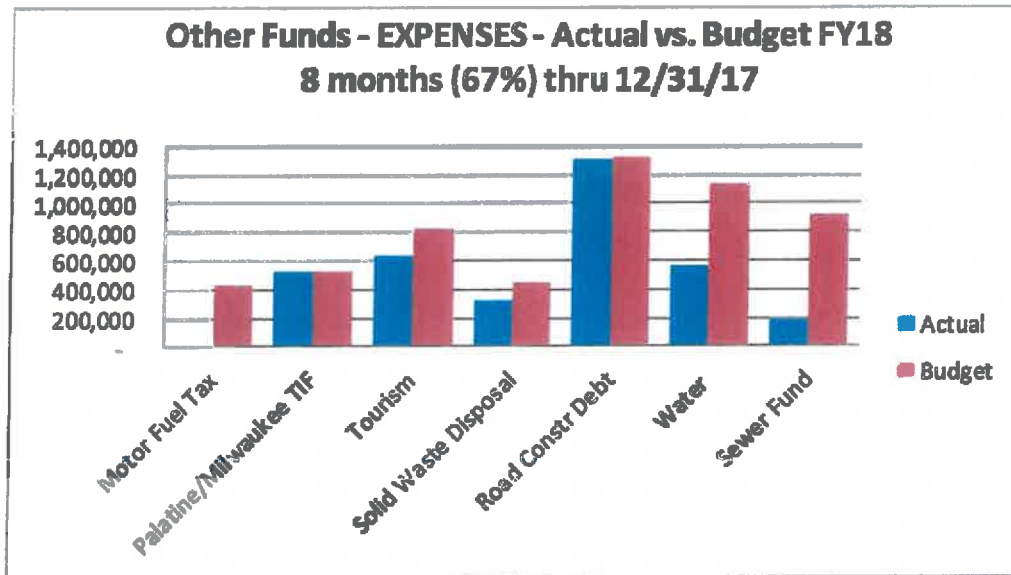
Additional financial information as requested by you or the City Council can be incorporated into this report for future months. Please let me know and I can revise accordingly.

# **City of Prospect Heights** **Financial Report – FY17-18** **For the Eight Months Ended December 31, 2017**

The following report highlights the financial position of the City of Prospect Heights for the period beginning May 1, 2017 through December 31, 2017 (*8 months ~ 67% of year*) with an analysis on actual revenues and expenditures compared to fiscal year 2017/2018 budget.

**Overall Fund Summary -** The following charts highlight each of the City's major funds and how the YTD revenues and expenditures compare to budget:





### **Revenue and Expenditures – By Fund**

As detailed in the following table on pg. 3-4, most of the funds revenue and expense are in line with the current period (67% of the year has elapsed). The following budget variances are worth noting:

- **General Fund** – Expenses across all departments have been monitored closely to capitalize on lower costs and efficiencies where possible. The chart below shows departmental expenses as a % of current budget:
- **Palatine/Milwaukee TIF Fund** – There has been a significant increase in property taxes collected over previous year (\$674,153 v. \$205,558 in FY17). Expenses include the principal and interest payment (\$524,000) on the debt which represents the final payment of that issue.
- **SSA 6 Debt Fund** – Property tax revenues appear to be lower than expected, however, we are consistent with collections at this same time last year. We anticipate March, 2018 will bring in remaining amounts within budget. Expenses for the year include payment of principal and interest (\$238,502) for this year.
- **Road Construction Debt Fund** – Principal and interest (\$1,312,535) has been paid.
- **Parking Fund** – The parking continues to operate at a deficit as expenses of \$54,265 exceed actual revenue of \$42,495 for the eight months ending December 31, 2017. This deficit of (\$11,770) includes an administrative service charge of \$20,667. The administrative service charge was budgeted in FY17-18 for a total of \$31,000. For the FY18-19 budget, this service will be eliminated.

**REVENUE & EXPENDITURES - BY FUND - FY2017-18**  
**EIGHT MONTHS ENDED DECEMBER 31, 2017**  
**PERCENTAGE OF YEAR COMPLETED: 67%**

|                                    | <b>ACTUAL<br/>YTD</b> | <b>FY 2018<br/>BUDGET</b> | <b>% OF<br/>BUDGET</b> | <b>ACTUAL<br/>INCR (DECR)</b> | <b>BUDGET<br/>INCR (DECR)</b> |
|------------------------------------|-----------------------|---------------------------|------------------------|-------------------------------|-------------------------------|
| <b>TOTALS - ALL FUNDS</b>          |                       |                           |                        |                               |                               |
| Revenues                           | 9,991,491             | 14,609,335                | 68.39%                 |                               |                               |
| Expenses                           | (9,179,739)           | (16,375,202)              | 56.08%                 |                               |                               |
|                                    | <u>811,752</u>        | <u>(1,765,867)</u>        |                        | <u>811,752</u>                | <u>(1,765,867)</u>            |
| <b>General Fund</b>                |                       |                           |                        |                               |                               |
| Revenues                           | 5,879,185             | 8,994,604                 | 65.36%                 | 725,932                       | (761,965)                     |
| Expenses                           | (5,153,253)           | (9,758,569)               | 52.82%                 |                               |                               |
| <b>Motor Fuel Tax Fund</b>         |                       |                           |                        |                               |                               |
| Revenues                           | 285,112               | 420,781                   | 67.76%                 | 285,112                       | (11,819)                      |
| Expenses                           | -                     | (432,600)                 | 0.00%                  |                               |                               |
| <b>Palatine/Milwaukee TIF Fund</b> |                       |                           |                        |                               |                               |
| Revenues                           | 674,153               | 295,894                   | 227.76%                | 147,270                       | (234,886)                     |
| Expenses                           | (526,883)             | (530,890)                 | 99.25%                 |                               |                               |
| <b>Tourism Fund</b>                |                       |                           |                        |                               |                               |
| Revenues                           | 647,174               | 876,424                   | 73.84%                 | 9,178                         | 52,380                        |
| Expenses                           | (637,996)             | (824,044)                 | 77.42%                 |                               |                               |
| <b>DEA Seizure Fund</b>            |                       |                           |                        |                               |                               |
| Revenues                           | 58,029                | -                         | NA                     | 42,022                        | (168,261)                     |
| Expenses                           | (14,008)              | (168,261)                 | 8.32%                  |                               |                               |
| <b>Solid Waste Disposal Fund</b>   |                       |                           |                        |                               |                               |
| Revenues                           | 313,593               | 480,200                   | 65.14%                 | (5,700)                       | 20,593                        |
| Expenses                           | (319,293)             | (439,607)                 | 72.63%                 |                               |                               |
| <b>Palatine Road TIF Fund</b>      |                       |                           |                        |                               |                               |
| Revenues                           | 196,539               | -                         | NA                     | 196,539                       | -                             |
| Expenses                           | -                     | -                         | NA                     |                               |                               |
| <b>SSA 1 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 12,684                | 28,400                    | 44.59%                 | (2,542)                       | 4,123                         |
| Expenses                           | (15,206)              | (24,277)                  | 62.63%                 |                               |                               |
| <b>SSA 2 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 21,115                | 43,400                    | 48.65%                 | 5,233                         | 18,149                        |
| Expenses                           | (15,882)              | (25,251)                  | 62.89%                 |                               |                               |
| <b>SSA 3 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 13,331                | 25,100                    | 53.11%                 | (10,223)                      | (11,826)                      |
| Expenses                           | (23,554)              | (36,928)                  | 63.79%                 |                               |                               |
| <b>SSA 4 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 21,401                | 42,400                    | 50.47%                 | 4,161                         | 15,187                        |
| Expenses                           | (17,240)              | (27,213)                  | 63.35%                 |                               |                               |
| <b>SSA 5 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 31,038                | 64,635                    | 48.02%                 | (7,960)                       | 11,095                        |
| Expenses                           | (38,998)              | (53,540)                  | 72.84%                 |                               |                               |
| <b>SSA 6 Debt Fund</b>             |                       |                           |                        |                               |                               |
| Revenues                           | 110,785               | 238,553                   | 46.43%                 | (141,415)                     | (23,800)                      |
| Expenses                           | (252,180)             | (262,353)                 | 96.12%                 |                               |                               |
| <b>SSA 8 Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 116,446               | 218,650                   | 53.26%                 | 74,934                        | (70,129)                      |
| Expenses                           | (41,513)              | (288,379)                 | 14.38%                 |                               |                               |

**REVENUE & EXPENDITURES - BY FUND - FY2017-18**  
**EIGHT MONTHS ENDED DECEMBER 31, 2017**  
**PERCENTAGE OF YEAR COMPLETED: 67%**

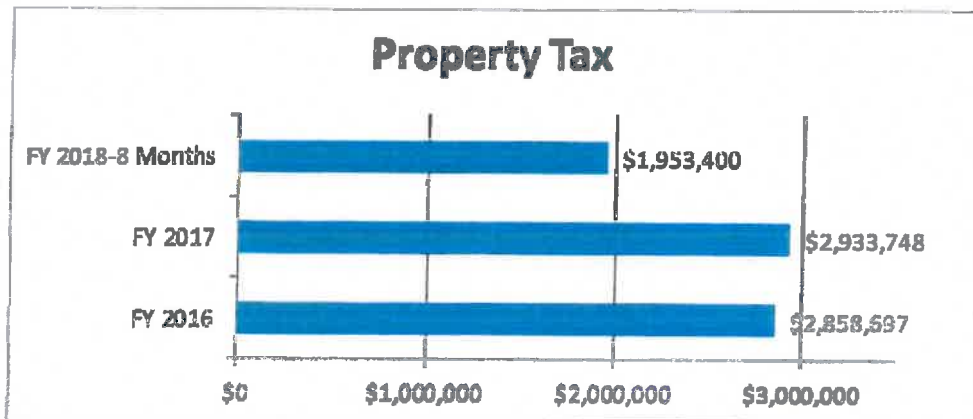
|                                    | <u>ACTUAL<br/>YTD</u> | <u>FY 2018<br/>BUDGET</u> | <u>% OF<br/>BUDGET</u> | <u>ACTUAL<br/>INCR (DECR)</u> | <u>BUDGET<br/>INCR (DECR)</u> |
|------------------------------------|-----------------------|---------------------------|------------------------|-------------------------------|-------------------------------|
| <b>Road Construction Debt Fund</b> |                       |                           |                        |                               |                               |
| Revenues                           | 617,411               | 1,297,935                 | 47.57%                 | (895,124)                     | (27,301)                      |
| Expenses                           | (1,312,535)           | (1,325,236)               | 99.04%                 |                               |                               |
| <b>Water Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 567,556               | 865,134                   | 65.60%                 | (662)                         | (272,336)                     |
| Expenses                           | (568,218)             | (1,137,470)               | 49.95%                 |                               |                               |
| <b>Parking Fund</b>                |                       |                           |                        |                               |                               |
| Revenues                           | 42,495                | 64,000                    | 66.40%                 | (11,770)                      | (54,466)                      |
| Expenses                           | (54,265)              | (118,466)                 | 45.81%                 |                               |                               |
| <b>Sewer Fund</b>                  |                       |                           |                        |                               |                               |
| Revenues                           | 385,485               | 673,125                   | 57.27%                 | 196,767                       | (250,595)                     |
| Expenses                           | (188,717)             | (923,720)                 | 20.43%                 |                               |                               |
| <b>TOTALS - ALL FUNDS</b>          | <b>9,991,491</b>      | <b>14,609,335</b>         |                        | <b>811,752</b>                | <b>(1,765,867)</b>            |

**General Fund Summary**

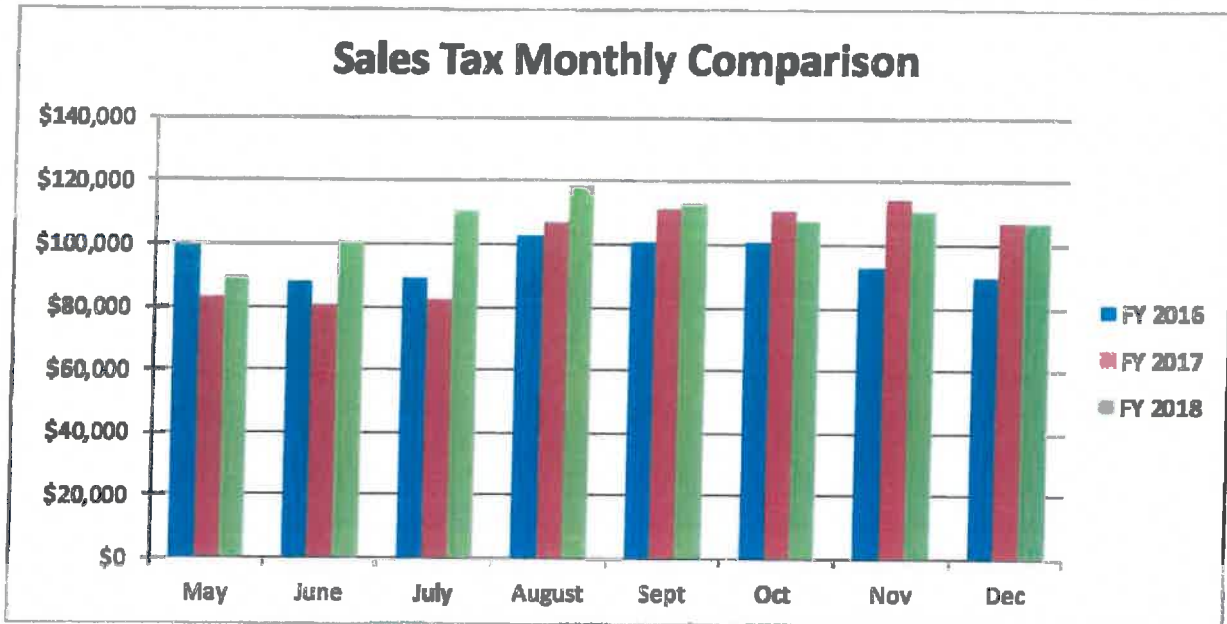
At December 31, 2017, the City's General Fund actual revenues of \$5,879,185 were \$725,932 in excess of the actual expenses of \$5,153,253. In the prior fiscal year, the revenues were \$816,598 in excess of the expenses. The budget-to-actual comparison indicates that revenues collected are 65.36% of budgeted revenues while actual expenditures are 52.82% of budgeted expenditures.

**Major Revenues**

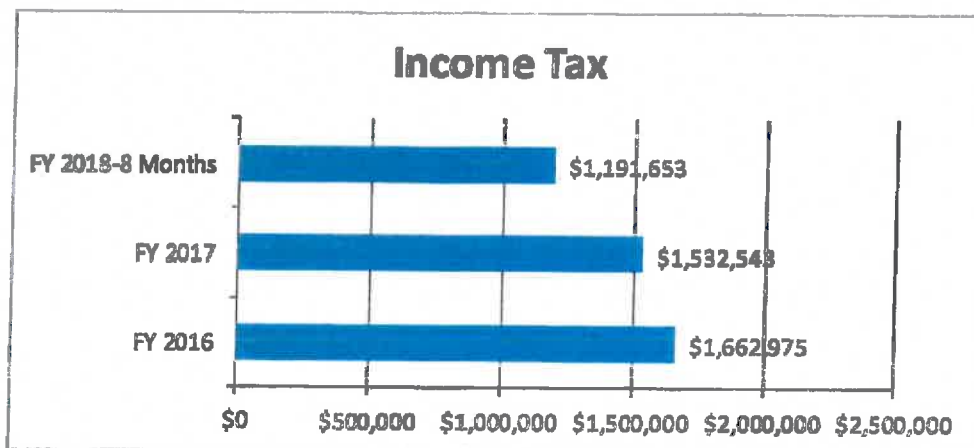
**Property Taxes** - The City has collected 68% or \$1,953,400 of the budgeted property taxes. This amount also includes \$10,187 of budgeted property taxes for Road & Bridge in the General Fund. The first installment of property taxes is expected to be received this spring.



**Sales Taxes** – Year to date sales taxes of \$859,064 are currently trending slightly higher than the same month last year, and are higher than the target with the 67% of current budget of \$753,935. The following bar graph depicts the amount collected on a monthly basis in Fiscal Year 2018 in comparison to the same month in prior Fiscal Year 2016 and 2017.



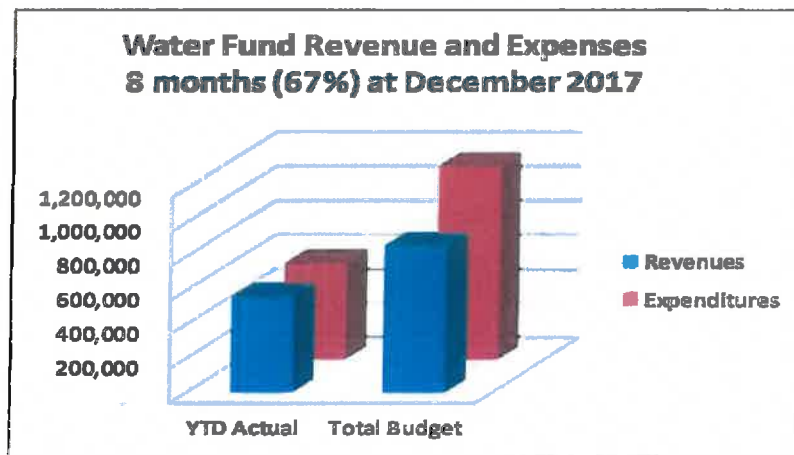
**Income Taxes** – As of December 31, 2017, income tax revenue of \$1,191,653 is 72.6% of budget, which is above target with the 67% of current budget of \$1,100,043. As part of the State of Illinois budget agreement municipalities are expected to see a 10% reduction in Local Government Distributive Fund (LGDF) revenue this year. The City of Prospect Heights will see a shortfall in this revenue source of approximately \$150,000.



## Enterprise Funds

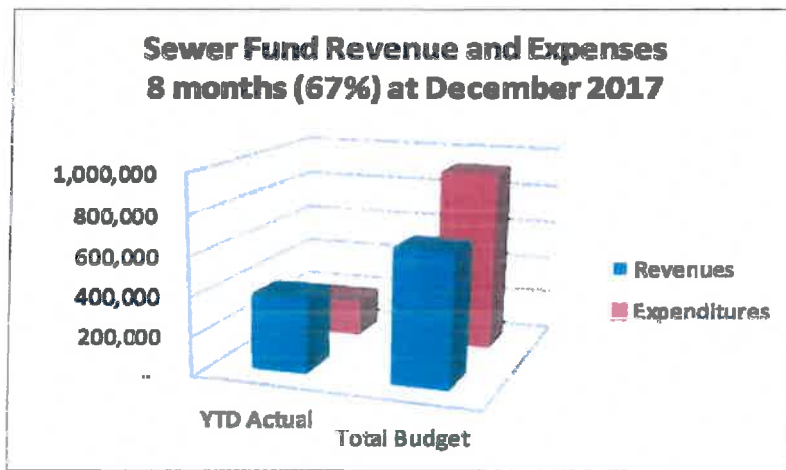
### Water Fund

Water fund revenue is budgeted at \$865,134 for the entire fiscal year. Through December 31, 2017 the actual revenues are \$567,556 or 65.6% of budget compared to \$561,933 or 68.9% of budget for the same eight month period last year. Water fund actual expenditures through December total \$568,218 or 49.95% of budget compared to \$503,233 or 66.2% of the budget for the same eight month period last year.



### Sewer Fund

Sewer fund revenue is budgeted at \$673,125 for the entire fiscal year. Through December 31, 2017 the actual revenues are \$385,485 or 57.2% of budget compared to \$114,210 or 44.7% of budget for the same eight month period last year. Sewer fund actual expenditures through December total \$188,717 or 20.4% of budget compared to \$173,489 or 23.5% of the budget for the same eight month period last year.



CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|--------|----------|------|
|--|---------------|------------|--------|----------|------|

LOCAL TAXES

|                                     |                   |                     |                     |                   |             |
|-------------------------------------|-------------------|---------------------|---------------------|-------------------|-------------|
| 01-105-3000 REAL ESTATE TAXES       | 786.63            | 167,695.44          | 293,093.00          | 125,397.56        | 57.2        |
| 01-105-3005 USE TAX                 | 35,752.95         | 262,082.53          | 411,277.00          | 149,194.47        | 63.7        |
| 01-105-3006 NON-HOME RULE SALES TAX | 24,662.28         | 197,225.80          | 269,114.00          | 71,888.20         | 73.3        |
| 01-105-3010 UTILITY - ELECTRIC      | 25,307.62         | 238,176.79          | 369,000.00          | 130,823.21        | 64.6        |
| 01-105-3011 UTILITY - NATURAL GAS   | 15,421.24         | 73,506.92           | 103,466.00          | 29,959.08         | 71.0        |
| 01-105-3012 UTILITY- TELEPHONE      | 26,849.25         | 224,548.57          | 365,000.00          | 140,451.43        | 61.5        |
| 01-105-3030 ROAD & BRIDGE TAXES     | 62.17             | 10,187.20           | 31,769.00           | 21,581.80         | 32.1        |
| 01-105-3040 RENTAL CAR TAXES        | 1,863.94          | 8,541.09            | 16,744.00           | 8,202.91          | 51.0        |
| 01-105-3050 PLACES FOR EATING TAX   | 28,154.31         | 194,029.72          | 300,000.00          | 105,970.28        | 64.7        |
| 01-105-3060 HANDLE TAX - OTB        | 11,822.51         | 102,185.14          | 132,700.00          | 30,514.86         | 77.0        |
| 01-105-3065 VIDEO GAMING TAX        | 20,435.24         | 159,729.48          | 150,000.00          | ( 9,729.48)       | 106.5       |
| 01-105-3070 AMUSEMENT TAX           | 406.00            | 2,822.00            | 4,800.00            | 1,978.00          | 58.8        |
| <b>TOTAL LOCAL TAXES</b>            | <b>191,324.14</b> | <b>1,640,730.68</b> | <b>2,446,963.00</b> | <b>806,232.32</b> | <b>67.1</b> |

INTERGOVERNMENTAL REVENUES

|   |                   |                     |                     |                   |             |
|---|-------------------|---------------------|---------------------|-------------------|-------------|
| 01-110-3100 INCOME TAXES                  | 84,763.73         | 1,191,653.17        | 1,641,856.00        | 450,202.83        | 72.6        |
| 01-110-3101 PERSONAL PROPERTY REPLACE TAX | 154.43            | 2,476.76            | 1,327.00            | ( 1,149.76)       | 186.6       |
| 01-110-3110 SALES TAXES                   | 82,571.99         | 661,838.34          | 831,788.00          | 169,949.66        | 79.6        |
| 01-110-3111 GLENVIEW SHARED REVENUE       | .00               | 18,341.67           | 18,000.00           | ( 341.67)         | 101.9       |
| 01-110-3113 AIRPORT SHARING REVENUE       | .00               | 132,367.14          | 125,000.00          | ( 7,367.14)       | 105.9       |
| <b>TOTAL INTERGOVERNMENTAL REVENUES</b>   | <b>167,480.15</b> | <b>2,006,677.08</b> | <b>2,617,971.00</b> | <b>611,293.92</b> | <b>76.7</b> |

GRANTS REVENUE

|                                    |            |                  |                  |                     |              |
|------------------------------------|------------|------------------|------------------|---------------------|--------------|
| 01-115-3210 GRANT - VOCA           | .00        | 21,356.00        | .00              | ( 21,356.00)        | .0           |
| 01-115-3213 GRANT - STEP           | .00        | 7,688.72         | 8,000.00         | 311.28              | 96.1         |
| 01-115-3246 GRANT-POLICE EQUIPMENT | .00        | .00              | 1,700.00         | 1,700.00            | .0           |
| 01-115-3247 GRANT - POLICE TOBACCO | .00        | .00              | 2,012.00         | 2,012.00            | .0           |
| <b>TOTAL GRANTS REVENUE</b>        | <b>.00</b> | <b>29,044.72</b> | <b>11,712.00</b> | <b>( 17,332.72)</b> | <b>248.0</b> |

LICENSES & FEES

|                                     |                 |                   |                   |                   |             |
|-------------------------------------|-----------------|-------------------|-------------------|-------------------|-------------|
| 01-120-3300 VEHICLE STICKERS        | 1,665.00        | 40,140.00         | 630,000.00        | 589,860.00        | 8.4         |
| 01-120-3310 VEH. STICKERS SENIORS   | .00             | 990.00            | 41,250.00         | 40,260.00         | 2.4         |
| 01-120-3320 VEH. STICKERS LATE FEES | .00             | 15,275.00         | 30,000.00         | 14,725.00         | 50.9        |
| 01-120-3321 VEH. STICKERS TRANSFERS | 280.00          | 2,030.00          | 2,500.00          | 470.00            | 81.2        |
| 01-120-3342 LICENSES - ANIMALS      | .00             | 1,096.00          | 10,800.00         | 9,704.00          | 10.2        |
| 01-120-3343 LICENSES - LIQUOR       | 1,025.00        | 73,800.00         | 74,575.00         | 775.00            | 99.0        |
| 01-120-3344 LICENSES - BUSINESS     | 169.00          | 52,377.28         | 51,187.00         | ( 1,190.28)       | 102.3       |
| 01-120-3346 LICENSES - CONTRACTORS  | 2,400.00        | 27,800.00         | 20,000.00         | ( 7,800.00)       | 139.0       |
| 01-120-3348 LICENSE - AGREEMENTS    | 3,000.00        | 8,557.90          | 12,000.00         | 3,442.10          | 71.3        |
| <b>TOTAL LICENSES &amp; FEES</b>    | <b>8,539.00</b> | <b>222,066.18</b> | <b>872,312.00</b> | <b>650,245.82</b> | <b>25.5</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|--------|----------|------|
|--|---------------|------------|--------|----------|------|

FRANCHISE FEES

|                      |                            |          |            |               |                 |
|----------------------|----------------------------|----------|------------|---------------|-----------------|
| 01-125-3350          | CABLE FRANCHISE FEES       | .00      | 112,846.72 | 220,000.00    | 107,153.28 51.3 |
| 01-125-3351          | CABLE FRANCHISE - PEG FEES | .00      | 317.70     | .00 ( 317.70) | .0              |
| 01-125-3355          | SOLID WASTE FRANCHISE FEES | 8,610.18 | 68,671.67  | 100,000.00    | 31,328.33 68.7  |
| 01-125-3360          | NATURAL GAS FRANCHISE FEES | .00      | .00        | 24,500.00     | 24,500.00 .0    |
| TOTAL FRANCHISE FEES |                            | 8,610.18 | 181,836.09 | 344,500.00    | 162,663.91 52.8 |

BUILDING & ZONING FEES

|                              |                               |           |            |                         |                 |
|------------------------------|-------------------------------|-----------|------------|-------------------------|-----------------|
| 01-130-3400                  | BUILDING PERMITS              | 9,456.00  | 230,613.64 | 185,000.00 ( 45,613.64) | 124.7           |
| 01-130-3402                  | PUBLIC HEARING FEES           | .00       | 1,050.00   | 2,500.00                | 1,450.00 42.0   |
| 01-130-3403                  | ELEVATOR INSPECTION FEE       | 775.00    | 3,175.00   | 5,100.00                | 1,925.00 62.3   |
| 01-130-3404                  | CERT. OF OCC. INSPECTION FEES | 50.00     | 475.00     | 500.00                  | 25.00 95.0      |
| 01-130-3405                  | HEALTH INSPECTION FEE         | .00       | 175.00     | 500.00                  | 325.00 35.0     |
| 01-130-3406                  | COMMERCIAL INSPECTION FEE     | .00       | 3,235.00   | 7,250.00                | 4,015.00 44.6   |
| 01-130-3407                  | ENGINEERING PERMIT FEES       | .00       | 13,163.00  | 2,000.00 ( 11,163.00)   | 658.2           |
| 01-130-3410                  | BUILDING RE-INSPECTION FEE    | 150.00    | 150.00     | 500.00                  | 350.00 30.0     |
| 01-130-3411                  | RENTAL INSPECTION FEE         | .00       | 34,775.00  | 212,500.00              | 177,725.00 16.4 |
| TOTAL BUILDING & ZONING FEES |                               | 10,431.00 | 286,811.64 | 415,850.00              | 129,038.36 69.0 |

PUBLIC SAFETY FINES & FEES

|                                  |                              |           |            |            |                 |
|----------------------------------|------------------------------|-----------|------------|------------|-----------------|
| 01-140-3500                      | TRAFFIC FINES                | 2,887.51  | 120,431.99 | 300,000.00 | 179,568.01 40.1 |
| 01-140-3505                      | ORDINANCE & PARKING FINES    | 13,041.57 | 197,551.91 | 250,000.00 | 52,448.09 79.0  |
| 01-140-3510                      | LIQUOR FINES                 | .00       | .00        | 100.00     | 100.00 .0       |
| 01-140-3515                      | VEHICLE SEIZURE FEE          | 4,000.00  | 41,000.00  | 60,000.00  | 19,000.00 68.3  |
| 01-140-3520                      | DUI ASSESSMENTS              | .00       | 4,031.32   | 8,000.00   | 3,968.68 50.4   |
| 01-140-3525                      | POLICE ALARM LICENSES & FEES | .00       | 835.00     | 11,000.00  | 10,165.00 7.6   |
| TOTAL PUBLIC SAFETY FINES & FEES |                              | 19,729.08 | 363,850.22 | 629,100.00 | 265,249.78 57.8 |

PUBLIC SAFETY SPECIAL REVENUE

|                                     |                                |          |           |                      |                |
|-------------------------------------|--------------------------------|----------|-----------|----------------------|----------------|
| 01-145-3550                         | POLICE REVENUE-NARCOTICS       | .00      | 2,472.60  | .00 ( 2,472.60)      | .0             |
| 01-145-3551                         | POLICE REVENUE-TASK FORCE      | .00      | .00       | 16,000.00            | 16,000.00 .0   |
| 01-145-3552                         | POLICE REV-ABANDONED PROP EVID | .00      | 224.00    | 100.00 ( 124.00)     | 224.0          |
| 01-145-3553                         | POLICE REVENUE-SPECIAL DETAILS | 2,697.50 | 8,537.50  | 7,000.00 ( 1,537.50) | 122.0          |
| 01-145-3554                         | POLICE REVENUE - GAMING TAX    | .00      | .00       | 2,500.00             | 2,500.00 .0    |
| 01-145-3555                         | POLICE REVENUE - SEIZED ASSETS | .00      | 357.00    | .00 ( 357.00)        | .0             |
| TOTAL PUBLIC SAFETY SPECIAL REVENUE |                                | 2,697.50 | 11,591.10 | 25,600.00            | 14,008.90 45.3 |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|--------|----------|------|
|--|---------------|------------|--------|----------|------|

INTERFUND SERVICE CHARGES

|  |                                |                  |                   |                     |                   |             |
|--|--------------------------------|------------------|-------------------|---------------------|-------------------|-------------|
| 01-150-3611                            | MFT FUND SERVICE CHARGE        | .00              | .00               | 152,600.00          | 152,600.00        | .0          |
| 01-150-3613                            | CVB/TOURISM SERVICE CHARGE     | 5,891.67         | 47,133.36         | 70,700.00           | 23,566.64         | 66.7        |
| 01-150-3617                            | SOLID WASTE SERVICE CHARGE     | 10,500.00        | 84,000.00         | 126,000.00          | 42,000.00         | 66.7        |
| 01-150-3621                            | SSA #1 SERVICE CHARGE          | 1,816.67         | 14,533.36         | 21,800.00           | 7,266.64          | 66.7        |
| 01-150-3622                            | SSA #2 SERVICE CHARGE          | 1,916.67         | 15,333.36         | 23,000.00           | 7,666.64          | 66.7        |
| 01-150-3623                            | SSA #3 SERVICE CHARGE          | 2,741.67         | 21,933.36         | 32,900.00           | 10,966.64         | 66.7        |
| 01-150-3624                            | SSA #4 SERVICE CHARGE          | 2,100.00         | 16,800.00         | 25,200.00           | 8,400.00          | 66.7        |
| 01-150-3625                            | SSA #5 SERVICE CHARGE          | 2,950.00         | 23,600.00         | 35,400.00           | 11,800.00         | 66.7        |
| 01-150-3626                            | SSA #6 SERVICE CHARGE          | 1,633.33         | 8,166.65          | .00                 | ( 8,166.65)       | .0          |
| 01-150-3628                            | SSA #8 SERVICE CHARGE          | 4,808.33         | 38,466.64         | 57,700.00           | 19,233.36         | 66.7        |
| 01-150-3641                            | ROAD CONSTRUCT DEBT-SERV CHRGR | 1,783.33         | 14,266.64         | 21,400.00           | 7,133.36          | 66.7        |
| 01-150-3646                            | SSA #6 - DEBT SERVICE CHARGE   | .00              | 4,899.99          | 19,800.00           | 14,900.01         | 24.8        |
| 01-150-3651                            | WATER FUND SERVICE CHARGE      | 20,166.67        | 161,333.36        | 242,000.00          | 80,666.64         | 66.7        |
| 01-150-3652                            | PARKING FUND SERVICE CHARGE    | 2,583.33         | 20,666.64         | 31,000.00           | 10,333.36         | 66.7        |
| 01-150-3653                            | SEWER SERVICE CHARGE           | 16,416.67        | 131,333.36        | 197,000.00          | 65,666.64         | 66.7        |
| <b>TOTAL INTERFUND SERVICE CHARGES</b> |                                | <b>75,308.34</b> | <b>602,466.72</b> | <b>1,056,500.00</b> | <b>454,033.28</b> | <b>57.0</b> |

REIMBURSABLE INCOME

|                                  |                                |                   |                   |                   |                     |              |
|----------------------------------|--------------------------------|-------------------|-------------------|-------------------|---------------------|--------------|
| 01-155-3700                      | EMPLOYEE SALARY REIMBURSEMENT  | 8,036.67          | 25,199.31         | 46,117.00         | 20,917.69           | 54.6         |
| 01-155-3701                      | EMPLOYEE EXPENSE REIMBURSEMENT | .00               | .00               | 820.00            | 820.00              | .0           |
| 01-155-3702                      | EMPLOYEE INS. REIMBURSEMENT    | 3,991.92          | 34,869.47         | 67,110.00         | 32,440.53           | 51.7         |
| 01-155-3703                      | RETIREE HEALTH INS REIMBURSE   | 6,973.41          | 39,537.91         | 80,039.00         | 40,501.09           | 49.4         |
| 01-155-3720                      | FIRE DISTRICT GAS REIMB.       | .00               | 3,594.75          | 7,000.00          | 3,405.25            | 51.4         |
| 01-155-3730                      | INSURANCE REIMBURSEMENTS       | 174,168.00        | 191,259.95        | 40,000.00         | ( 151,259.95)       | 478.2        |
| 01-155-3741                      | BUILDING & ENG DEPT REIMB FEES | .00               | 741.85            | 100.00            | ( 841.85)           | 741.9        |
| 01-155-3743                      | PUBLIC WORKS REIMBURSABLE FEES | .00               | .00               | 7,500.00          | 7,500.00            | .0           |
| 01-155-3745                      | PUBLIC SAFETY REIMBURSABLE FEE | .00               | 13,300.31         | .00               | ( 13,300.31)        | .0           |
| <b>TOTAL REIMBURSABLE INCOME</b> |                                | <b>193,170.00</b> | <b>308,303.55</b> | <b>248,686.00</b> | <b>( 59,617.55)</b> | <b>124.0</b> |

OTHER REVENUES

|                             |                                |                 |                  |                  |                     |              |
|-----------------------------|--------------------------------|-----------------|------------------|------------------|---------------------|--------------|
| 01-160-3800                 | INTEREST INCOME                | 7,268.87        | 50,986.70        | 16,734.00        | ( 34,252.70)        | 304.7        |
| 01-160-3801                 | INTEREST INCOME - DEBT         | .00             | .00              | 1,125.00         | 1,125.00            | .0           |
| 01-160-3810                 | NEWSLETTER ADVERTISING         | 400.00          | 1,845.00         | 3,500.00         | 1,655.00            | 52.7         |
| 01-160-3811                 | BUS SHELTERS AD REVENUE        | .00             | .00              | 2,000.00         | 2,000.00            | .0           |
| 01-160-3815                 | SPONSORSHIP & CONTRIBUTIONS    | .00             | 5,820.00         | 7,000.00         | 1,180.00            | 83.1         |
| 01-160-3820                 | SALE OF CITY PROPERTY          | .00             | 7,426.00         | 5,500.00         | ( 1,926.00)         | 135.0        |
| 01-160-3830                 | GASOLINE REBATE                | .00             | 1,655.82         | 900.00           | ( 755.82)           | 184.0        |
| 01-160-3840                 | AIRPORT MEETING FEES           | .00             | 10.00            | .00              | ( 10.00)            | .0           |
| 01-160-3855                 | SOLID WASTE - RECYCLING REBATE | .00             | 1,605.11         | .00              | ( 1,605.11)         | .0           |
| 01-160-3899                 | MISCELLANEOUS INCOME           | 1,230.00        | 12,132.51        | .00              | ( 12,132.51)        | .0           |
| <b>TOTAL OTHER REVENUES</b> |                                | <b>8,898.87</b> | <b>81,481.14</b> | <b>36,759.00</b> | <b>( 44,722.14)</b> | <b>221.7</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|                                   | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u>    | <u>UNEARNED</u>  | <u>PCNT</u> |
|-----------------------------------|----------------------|-------------------|------------------|------------------|-------------|
| <u>OTHER FINANCING SOURCES</u>    |                      |                   |                  |                  |             |
| 01-200-3990 INTERFUND TRANSFER IN | .00                  | 144,325.50        | 288,651.00       | 144,325.50       | 50.0        |
| TOTAL OTHER FINANCING SOURCES     | .00                  | 144,325.50        | 288,651.00       | 144,325.50       | 50.0        |
| <br>TOTAL FUND REVENUE            | <br>686,198.26       | <br>5,879,184.62  | <br>8,994,604.00 | <br>3,115,419.38 | <br>65.4    |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL   | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT        |
|--|-----------------|------------------|------------------|------------------|-------------|
| <b>CITY COUNCIL &amp; BOARDS</b>       |                 |                  |                  |                  |             |
| 01-310-4000 WAGES                      | 2,250.00        | 18,000.00        | 34,320.00        | 16,320.00        | 52.5        |
| 01-310-4200 SOCIAL SECURITY            | 139.50          | 1,116.00         | 1,674.00         | 558.00           | 66.7        |
| 01-310-4210 MEDICARE                   | 32.24           | 260.86           | 391.00           | 130.14           | 66.7        |
| 01-310-5100 PROFESSIONAL SERVICES      | .00             | 523.00           | 2,000.00         | 1,477.00         | 26.2        |
| 01-310-5300 ALDERMANIC EXPENSES        | 187.50          | 1,309.71         | 4,300.00         | 2,990.29         | 30.5        |
| 01-310-5310 MEMBERSHIPS                | 1,500.00        | 12,262.22        | 12,000.00        | ( 262.22)        | 102.2       |
| 01-310-5330 TRAINING                   | .00             | .00              | 400.00           | 400.00           | .0          |
| 01-310-5950 SPECIAL EVENTS             | 642.00          | 12,793.61        | 19,500.00        | 8,706.39         | 65.6        |
| 01-310-7020 EQUIPMENT                  | 443.81          | 3,625.08         | 10,000.00        | 6,374.92         | 36.3        |
| <b>TOTAL CITY COUNCIL &amp; BOARDS</b> | <b>5,195.05</b> | <b>49,890.48</b> | <b>84,585.00</b> | <b>34,694.52</b> | <b>59.0</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL    | YTD ACTUAL        | BUDGET              | UNEXPENDED        | PCNT        |
|--|------------------|-------------------|---------------------|-------------------|-------------|
| <b>ADMINISTRATION</b>                      |                  |                   |                     |                   |             |
| 01-320-4000 WAGES                          | 23,827.27        | 225,405.81        | 466,703.00          | 241,297.19        | 48.3        |
| 01-320-4003 WAGES - PART-TIME              | 1,927.66         | 19,547.91         | 24,401.00           | 4,853.09          | 80.1        |
| 01-320-4010 OVERTIME                       | .00              | .00               | 1,000.00            | 1,000.00          | .0          |
| 01-320-4100 HEALTH INSURANCE               | 1,258.00         | 18,200.00         | 46,083.00           | 27,883.00         | 39.5        |
| 01-320-4110 LIFE INSURANCE                 | .00              | 204.58            | 394.00              | 189.42            | 51.9        |
| 01-320-4200 SOCIAL SECURITY                | 854.73           | 13,573.90         | 27,752.00           | 14,178.10         | 48.9        |
| 01-320-4210 MEDICARE                       | 369.43           | 3,510.51          | 6,938.00            | 3,427.49          | 50.6        |
| 01-320-4220 IMRF                           | 3,084.67         | 27,228.05         | 59,259.00           | 32,030.95         | 46.0        |
| 01-320-5100 PROFESSIONAL SERVICES          | 965.00           | 14,326.00         | 25,000.00           | 10,674.00         | 57.3        |
| 01-320-5101 AUDIT                          | ( 2,950.00)      | 73,696.68         | 22,543.00           | ( 51,153.68)      | 326.9       |
| 01-320-5120 CITY ATTORNEY                  | 11,484.00        | 73,250.14         | 110,000.00          | 36,749.86         | 66.6        |
| 01-320-5121 HOUSING ATTORNEY               | .00              | 10,200.00         | 13,200.00           | 3,000.00          | 77.3        |
| 01-320-5122 CITY PROSECUTOR                | .00              | 12,980.00         | 24,000.00           | 11,020.00         | 54.1        |
| 01-320-5123 LABOR ATTORNEY                 | 3,154.78         | 8,288.28          | 75,000.00           | 66,711.72         | 11.1        |
| 01-320-5125 OUTSIDE COUNSEL                | .00              | 3,638.40          | 3,000.00            | ( 638.40)         | 121.3       |
| 01-320-5130 COMPUTER CONSULTANT            | 3,630.00         | 54,703.97         | 72,000.00           | 17,296.03         | 76.0        |
| 01-320-5200 POSTAGE                        | 7.92             | 5,138.65          | 14,000.00           | 8,861.35          | 36.7        |
| 01-320-5220 PHOTOCOPY                      | 1,456.74         | 11,768.19         | 17,200.00           | 5,431.81          | 68.4        |
| 01-320-5221 PRINTING                       | 1,274.12         | 7,717.91          | 20,000.00           | 12,282.09         | 38.6        |
| 01-320-5222 LEGAL NOTICES                  | .00              | 593.46            | 3,500.00            | 2,906.54          | 17.0        |
| 01-320-5230 WEBSITE                        | .00              | 6,285.85          | 6,000.00            | ( 285.85)         | 104.8       |
| 01-320-5310 MEMBERSHIPS                    | .00              | 1,874.00          | 4,100.00            | 2,226.00          | 45.7        |
| 01-320-5330 TRAINING                       | .00              | 75.00             | 3,500.00            | 3,425.00          | 2.1         |
| 01-320-5340 TUITION REIMBURSEMENT          | .00              | .00               | 3,000.00            | 3,000.00          | .0          |
| 01-320-5410 UTILITIES                      | 5,901.80         | 29,842.70         | 54,000.00           | 24,357.30         | 54.9        |
| 01-320-5430 CREDIT CARD & BANK CHARGES     | 152.34           | 5,346.69          | 10,000.00           | 4,653.31          | 53.5        |
| 01-320-5500 LIABILITY INSURANCE            | .00              | 36,695.28         | 44,359.00           | 7,663.72          | 82.7        |
| 01-320-5501 INSURANCE DEDUCTIBLES          | .00              | 1,975.97          | 20,000.00           | 18,024.03         | 9.9         |
| 01-320-5530 WORKERS COMPENSATION INSURANCE | .00              | 1,609.03          | 3,630.00            | 2,020.97          | 44.3        |
| 01-320-5540 PAYROLL SERVICE FEES           | 235.45           | 1,565.15          | 6,200.00            | 4,634.85          | 25.2        |
| 01-320-5541 ACCTING SERVICE FEES           | .00              | 2,046.83          | 4,500.00            | 2,453.17          | 45.5        |
| 01-320-5700 OFFICE SUPPLIES                | 573.66           | 5,981.79          | 17,000.00           | 11,018.21         | 35.2        |
| 01-320-5721 SIGNS                          | .00              | 970.50            | .00                 | ( 970.50)         | .0          |
| 01-320-5751 GASOLINE                       | .00              | 19.00             | 300.00              | 281.00            | 6.3         |
| 01-320-5820 PUBLICATIONS                   | .00              | .00               | 600.00              | 600.00            | .0          |
| 01-320-5951 EMPLOYEE RECOGNITION           | .00              | .00               | 1,100.00            | 1,100.00          | .0          |
| 01-320-7020 EQUIPMENT                      | .00              | 4,276.00          | 33,650.00           | 29,374.00         | 12.7        |
| <b>TOTAL ADMINISTRATION</b>                | <b>57,207.57</b> | <b>682,336.23</b> | <b>1,243,912.00</b> | <b>561,575.77</b> | <b>54.9</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL    | YTD ACTUAL        | BUDGET            | UNEXPENDED        | PCNT        |
|--|------------------|-------------------|-------------------|-------------------|-------------|
| <b>BUILDING DEPARTMENT</b>                 |                  |                   |                   |                   |             |
| 01-340-4000 WAGES                          | 23,229.68        | 190,759.08        | 301,986.00        | 111,226.92        | 63.2        |
| 01-340-4100 HEALTH INSURANCE               | 4,090.00         | 31,814.00         | 47,275.00         | 15,461.00         | 67.3        |
| 01-340-4110 LIFE INSURANCE                 | .00              | 473.90            | 392.00            | ( 81.90)          | 120.9       |
| 01-340-4120 UNEMPLOYMENT                   | .00              | 12.91             | 20,000.00         | 19,987.09         | .1          |
| 01-340-4200 SOCIAL SECURITY                | 1,405.26         | 11,539.70         | 18,723.00         | 7,183.30          | 61.6        |
| 01-340-4210 MEDICARE                       | 328.64           | 2,698.71          | 4,379.00          | 1,680.29          | 61.6        |
| 01-340-4220 IMRF                           | 2,922.30         | 21,895.93         | 38,896.00         | 17,000.07         | 56.3        |
| 01-340-5100 PROFESSIONAL SERVICES          | 2,391.02         | 40,526.11         | 62,300.00         | 21,773.89         | 65.1        |
| 01-340-5110 ENGINEERING                    | .00              | 57,328.88         | 95,000.00         | 37,673.12         | 60.3        |
| 01-340-5111 BILLABLE ENGINEERING           | .00              | 552.00            | 20,000.00         | 19,448.00         | 2.8         |
| 01-340-5221 PRINTING                       | 11.00            | 781.00            | 2,000.00          | 1,219.00          | 39.1        |
| 01-340-5222 LEGAL NOTICES                  | .00              | 1,018.54          | 2,000.00          | 981.46            | 50.9        |
| 01-340-5310 MEMBERSHIPS                    | .00              | 135.00            | 920.00            | 785.00            | 14.7        |
| 01-340-5330 TRAINING                       | 109.00           | 219.91            | 5,100.00          | 4,880.09          | 4.3         |
| 01-340-5500 LIABILITY INSURANCE            | .00              | 634.08            | 1,089.00          | 454.92            | 58.2        |
| 01-340-5530 WORKERS COMPENSATION INSURANCE | .00              | 4,462.08          | 12,375.00         | 7,912.92          | 36.1        |
| 01-340-5700 OFFICE SUPPLIES                | 952.86           | 1,518.17          | 3,500.00          | 1,981.83          | 43.4        |
| 01-340-5751 GASOLINE                       | .00              | 191.99            | 2,500.00          | 2,308.01          | 7.7         |
| 01-340-5820 PUBLICATIONS                   | .00              | 521.98            | 2,000.00          | 1,478.02          | 26.1        |
| <b>TOTAL BUILDING DEPARTMENT</b>           | <b>35,439.76</b> | <b>367,081.97</b> | <b>640,435.00</b> | <b>273,353.03</b> | <b>57.3</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL    | YTD ACTUAL        | BUDGET              | UNEXPENDED        | PCNT        |
|--|------------------|-------------------|---------------------|-------------------|-------------|
| <b>PUBLIC WORKS</b>                        |                  |                   |                     |                   |             |
| 01-350-4000 WAGES                          | 30,924.97        | 238,425.28        | 409,331.00          | 170,905.72        | 58.3        |
| 01-350-4003 WAGES - PART-TIME              | .00              | 10,549.00         | 10,560.00           | 11.00             | 99.9        |
| 01-350-4010 OVERTIME                       | 1,387.22         | 10,198.39         | 50,000.00           | 39,801.61         | 20.4        |
| 01-350-4100 HEALTH INSURANCE               | 7,700.00         | 74,806.00         | 115,500.00          | 40,694.00         | 64.8        |
| 01-350-4110 LIFE INSURANCE                 | .00              | 394.23            | 495.00              | 100.77            | 79.6        |
| 01-350-4200 SOCIAL SECURITY                | 1,862.99         | 15,869.83         | 29,087.00           | 13,217.17         | 54.6        |
| 01-350-4210 MEDICARE                       | 435.71           | 3,711.56          | 6,803.00            | 3,091.44          | 54.6        |
| 01-350-4220 IMRF                           | 4,136.98         | 27,685.40         | 56,489.00           | 28,803.60         | 49.0        |
| 01-350-5020 VEHICLE MAINTENANCE            | 2,530.97         | 13,987.31         | 50,000.00           | 36,012.69         | 28.0        |
| 01-350-5031 SIGNAL MAINTENANCE             | .00              | 4,141.42          | 38,000.00           | 31,858.58         | 11.5        |
| 01-350-5100 PROFESSIONAL SERVICES          | .00              | 2,360.59          | 22,000.00           | 19,639.41         | 10.7        |
| 01-350-5103 PROF SERVICES - FORESTRY       | 12,850.00        | 17,399.99         | 40,000.00           | 22,600.01         | 43.5        |
| 01-350-5104 PROF SERVICES - BUILDING MAIN  | 2,283.44         | 22,067.29         | 85,000.00           | 62,932.71         | 26.0        |
| 01-350-5106 PROF SERVICES - STREETS/DRAIN  | 15,000.00        | 22,326.63         | 75,000.00           | 52,673.37         | 29.8        |
| 01-350-5310 MEMBERSHIPS                    | .00              | 210.00            | 2,000.00            | 1,790.00          | 10.5        |
| 01-350-5330 TRAINING                       | .00              | 410.14            | 2,000.00            | 1,589.86          | 20.5        |
| 01-350-5410 UTILITIES                      | 276.30           | 1,934.10          | .00                 | ( 1,934.10)       | .0          |
| 01-350-5411 WATER AND ELECTRIC PURCHASES   | 195.50           | 6,104.59          | 11,000.00           | 4,895.41          | 55.5        |
| 01-350-5421 DUMP CHARGES                   | .00              | 1,131.44          | .00                 | ( 1,131.44)       | .0          |
| 01-350-5441 LICENSES                       | .00              | .00               | 500.00              | 500.00            | .0          |
| 01-350-5500 LIABILITY INSURANCE PREMIUM    | .00              | 43,645.08         | 59,331.00           | 15,685.92         | 73.6        |
| 01-350-5510 RENTAL EQUIPMENT               | .00              | 1,776.63          | 2,000.00            | 223.37            | 88.8        |
| 01-350-5530 WORKERS COMPENSATION INSURANCE | .00              | 10,988.75         | 19,360.00           | 8,371.25          | 56.8        |
| 01-350-5610 EQUIPMENT MAINTENANCE          | 53.59            | 499.08            | 4,000.00            | 3,500.92          | 12.5        |
| 01-350-5634 STONE & CONCRETE               | .00              | 67.77             | .00                 | ( 67.77)          | .0          |
| 01-350-5635 STORM SEWER & PIPE             | 150.00           | 2,237.53          | 2,500.00            | 262.47            | 89.5        |
| 01-350-5650 LANDSCAPE SUPPLIES             | 136.94           | 28.61             | 15,000.00           | 14,971.39         | .2          |
| 01-350-5651 LANDSCAPING SUPPLIES - NRC     | .00              | 2,988.15          | 5,500.00            | 2,511.85          | 54.3        |
| 01-350-5700 OFFICE SUPPLIES                | .00              | 179.71            | 2,000.00            | 1,820.29          | 9.0         |
| 01-350-5710 OPERATING SUPPLIES             | 1,408.96         | 6,122.04          | 30,000.00           | 23,877.96         | 20.4        |
| 01-350-5721 SIGNS                          | 324.41           | 8,500.23          | 20,000.00           | 11,499.77         | 42.5        |
| 01-350-5730 TOOLS                          | 67.99            | 86.91             | 1,500.00            | 1,413.09          | 5.8         |
| 01-350-5751 GASOLINE                       | ( 102.78)        | 10,082.51         | 25,000.00           | 14,917.49         | 40.3        |
| 01-350-7023 SAFETY EQUIPMENT               | .00              | 1,105.68          | 5,000.00            | 3,894.32          | 22.1        |
| <b>TOTAL PUBLIC WORKS</b>                  | <b>81,623.19</b> | <b>562,021.87</b> | <b>1,192,956.00</b> | <b>630,934.13</b> | <b>47.1</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|--------|------------|------|
|--|---------------|------------|--------|------------|------|

PUBLIC SAFETY

|                            |                                |                   |                     |                     |                     |             |
|----------------------------|--------------------------------|-------------------|---------------------|---------------------|---------------------|-------------|
| 01-360-4000                | WAGES                          | 44,360.12         | 366,749.67          | 575,611.00          | 208,861.33          | 63.7        |
| 01-360-4001                | WAGES - SWORN OFFICERS         | 155,544.30        | 1,166,053.24        | 1,804,837.00        | 638,783.76          | 64.6        |
| 01-360-4002                | WAGES - EXTRA STRAIGHT PAY     | 4,580.01          | 19,538.97           | 51,500.00           | 31,961.03           | 37.9        |
| 01-360-4004                | WAGES - PART-TIME SWORN OFFCRS | 8,243.62          | 67,729.72           | 128,000.00          | 60,270.28           | 52.9        |
| 01-360-4010                | OVERTIME                       | 450.56            | 1,647.04            | 2,000.00            | 352.96              | 82.4        |
| 01-360-4011                | OVERTIME - SWORN OFFICERS      | 15,913.77         | 81,527.74           | 140,000.00          | 58,472.26           | 58.2        |
| 01-360-4100                | HEALTH INSURANCE               | 43,409.60         | 289,153.40          | 586,660.00          | 297,506.60          | 49.3        |
| 01-360-4110                | LIFE INSURANCE                 | .00               | 1,954.31            | 2,769.00            | 814.69              | 70.6        |
| 01-360-4200                | SOCIAL SECURITY                | 2,014.54          | 16,734.21           | 27,143.00           | 10,408.79           | 61.7        |
| 01-360-4210                | MEDICARE                       | 3,270.15          | 24,025.38           | 38,414.00           | 14,388.62           | 62.5        |
| 01-360-4220                | IMRF                           | 2,022.83          | 16,020.72           | 31,942.00           | 15,921.28           | 50.2        |
| 01-360-4230                | PENSION CONTRIBUTION - R/E TAX | 786.63            | 167,695.44          | 293,093.00          | 125,397.56          | 57.2        |
| 01-360-4231                | PENSION CONTRIBUTION-CITY GF   | .00               | 390,075.00          | 780,150.00          | 390,075.00          | 50.0        |
| 01-360-5100                | PROFESSIONAL SERVICES          | 1,265.54          | 10,741.70           | 23,700.00           | 12,968.30           | 45.3        |
| 01-360-5140                | PRISONERS CARE                 | .00               | 386.72              | 2,500.00            | 2,113.28            | 15.5        |
| 01-360-5141                | KENNEL FEES                    | 825.32            | 2,110.67            | 4,000.00            | 1,889.33            | 52.8        |
| 01-360-5200                | POSTAGE                        | 17.50             | 621.91              | 3,000.00            | 2,378.09            | 20.7        |
| 01-360-5221                | PRINTING                       | .00               | 4,186.76            | 3,500.00            | ( 686.76)           | 119.6       |
| 01-360-5240                | NORTHWEST CENTRAL DISPATCH     | 21,554.67         | 184,728.67          | 287,452.00          | 102,723.33          | 64.3        |
| 01-360-5310                | MEMBERSHIPS                    | 285.00            | 40,003.00           | 46,000.00           | 5,997.00            | 87.0        |
| 01-360-5321                | AUTO EXPENSE                   | 71.00             | 1,148.00            | 2,500.00            | 1,352.00            | 45.9        |
| 01-360-5330                | TRAINING                       | 126.43            | 9,251.80            | 26,900.00           | 17,648.20           | 34.4        |
| 01-360-5340                | TUITION REIMBURSEMENT          | .00               | 1,500.00            | 8,000.00            | 6,500.00            | 18.8        |
| 01-360-5410                | UTILITIES                      | ( 449.60)         | ( 2,218.79)         | .00                 | 2,218.79            | .0          |
| 01-360-5500                | LIABILITY INSURANCE PREMIUM    | .00               | 51,873.78           | 56,100.00           | 4,226.22            | 92.5        |
| 01-360-5510                | RENTAL EQUIPMENT               | 104.01            | 312.03              | 620.00              | 307.87              | 50.3        |
| 01-360-5520                | ID NETWORKS                    | .00               | 13,247.00           | 13,247.00           | .00                 | 100.0       |
| 01-360-5530                | WORKERS COMPENSATION INSURANCE | .00               | 68,223.81           | 159,500.00          | 91,276.39           | 42.8        |
| 01-360-5610                | EQUIPMENT MAINTENANCE          | 2,276.78          | 13,639.04           | 14,500.00           | 860.96              | 94.1        |
| 01-360-5611                | RADIO MAINTENANCE              | .00               | .00                 | 1,000.00            | 1,000.00            | .0          |
| 01-360-5700                | OFFICE SUPPLIES                | 465.62            | 3,696.87            | 7,500.00            | 3,803.13            | 49.3        |
| 01-360-5710                | OPERATING SUPPLIES             | .00               | 3,166.39            | 11,200.00           | 8,033.61            | 28.3        |
| 01-360-5740                | RANGE SUPPLIES                 | 365.33            | 3,883.13            | 7,650.00            | 3,766.87            | 50.8        |
| 01-360-5741                | CLOTHING                       | 2,185.85          | 12,854.11           | 25,700.00           | 12,845.89           | 50.0        |
| 01-360-5751                | GASOLINE                       | .00               | 22,489.45           | 50,000.00           | 27,510.55           | 45.0        |
| 01-360-5820                | PUBLICATIONS                   | 33.00             | 33.00               | 1,060.00            | 1,027.00            | 3.1         |
| 01-360-7022                | POLICE TECH/SAFETY SUPPLIES    | 2,646.80          | 5,957.53            | 15,205.00           | 9,247.47            | 39.2        |
| <b>TOTAL PUBLIC SAFETY</b> |                                | <b>312,369.38</b> | <b>3,080,741.22</b> | <b>5,232,953.00</b> | <b>2,172,211.78</b> | <b>58.5</b> |

PUBLIC SAFETY-SPECIAL ACCT EXP

|   |                        |               |                  |                 |                    |              |
|---|------------------------|---------------|------------------|-----------------|--------------------|--------------|
| 01-365-5981                                 | DUI EXPENSE            | .00           | .00              | 2,800.00        | 2,800.00           | .0           |
| 01-365-5982                                 | NARCOTICS EXPENSE      | .00           | 8,000.27         | .00             | ( 8,000.27)        | .0           |
| 01-365-5983                                 | SEIZED ASSET - EXPENSE | 357.00        | 4,161.00         | .00             | ( 4,161.00)        | .0           |
| <b>TOTAL PUBLIC SAFETY-SPECIAL ACCT EXP</b> |                        | <b>357.00</b> | <b>12,161.27</b> | <b>2,800.00</b> | <b>( 9,361.27)</b> | <b>434.3</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|--------|------------|------|
|--|---------------|------------|--------|------------|------|

REIMBURSABLE EXP

|                               |                          |                 |                  |                   |                       |
|-------------------------------|--------------------------|-----------------|------------------|-------------------|-----------------------|
| 01-370-4101                   | RETIREE HEALTH INSURANCE | 8,158.00        | 53,377.00        | 80,039.00         | 26,662.00 66.7        |
| 01-370-5102                   | GRANT WRITER             | .00             | 10,000.00        | 20,000.00         | 10,000.00 50.0        |
| 01-370-5751                   | GASOLINE                 | .00             | 3,410.14         | 8,275.00          | 4,864.86 41.2         |
| <b>TOTAL REIMBURSABLE EXP</b> |                          | <b>8,158.00</b> | <b>66,787.14</b> | <b>108,314.00</b> | <b>41,526.86 61.7</b> |

OTHER EXPENSES

|                             |                       |            |                  |                   |                       |
|-----------------------------|-----------------------|------------|------------------|-------------------|-----------------------|
| 01-380-5970                 | REFUNDS               | .00        | 287.50           | 2,500.00          | 2,212.50 11.5         |
| 01-380-5975                 | SALES TAX REBATE      | .00        | 71,835.04        | 150,000.00        | 78,164.96 47.9        |
| 01-380-5999                 | MISCELLANEOUS EXPENSE | .00        | .00              | 4,000.00          | 4,000.00 .0           |
| <b>TOTAL OTHER EXPENSES</b> |                       | <b>.00</b> | <b>72,122.54</b> | <b>156,500.00</b> | <b>84,377.46 46.1</b> |

GRANTS

|                     |                              |                 |                  |                  |                       |
|---------------------|------------------------------|-----------------|------------------|------------------|-----------------------|
| 01-390-5900         | GRANT - GENERAL EXPENSE      | .00             | .00              | 5,000.00         | 5,000.00 .0           |
| 01-390-5910         | GRANT - VOCA EXPENSE         | 6,673.67        | 40,042.02        | 80,084.00        | 40,041.98 50.0        |
| 01-390-5916         | GRANT - GREEN REGION         | .00             | 505.00           | .00              | ( 505.00) .0          |
| 01-390-5946         | GRANT-POLICE EQUIP EXPENSE   | .00             | .00              | 1,700.00         | 1,700.00 .0           |
| 01-390-5947         | GRANT-POLICE TOBACCO EXPENSE | .00             | .00              | 300.00           | 300.00 .0             |
| <b>TOTAL GRANTS</b> |                              | <b>6,673.67</b> | <b>40,547.02</b> | <b>87,084.00</b> | <b>46,536.98 46.6</b> |

DEBT SERVICE

|                           |           |                   |                   |                   |                    |
|---------------------------|-----------|-------------------|-------------------|-------------------|--------------------|
| 01-400-6000               | PRINCIPAL | 140,000.00        | 140,000.00        | 140,000.00        | .00 100.0          |
| 01-400-6010               | INTEREST  | 24,014.84         | 47,997.24         | 48,030.00         | 32.76 99.9         |
| <b>TOTAL DEBT SERVICE</b> |           | <b>164,014.84</b> | <b>187,997.24</b> | <b>188,030.00</b> | <b>32.76 100.0</b> |

DEPARTMENT 550

|                             |                            |            |                  |                   |                       |
|-----------------------------|----------------------------|------------|------------------|-------------------|-----------------------|
| 01-550-7011                 | BUILDING IMPROVEMENTS - PW | .00        | 5,000.00         | .00               | ( 5,000.00) .0        |
| 01-550-7040                 | VEHICLES                   | .00        | 38,400.50        | .00               | ( 38,400.50) .0       |
| 01-550-7050                 | ROAD CONSTRUCTION          | .00        | .00              | 280,000.00        | 280,000.00 .0         |
| 01-550-7051                 | SIDEWALKS                  | .00        | 2,911.54         | .00               | ( 2,911.54) .0        |
| 01-550-7053                 | DRAINAGE IMPROVEMENTS      | .00        | .00              | 434,000.00        | 434,000.00 .0         |
| <b>TOTAL DEPARTMENT 550</b> |                            | <b>.00</b> | <b>46,312.04</b> | <b>694,000.00</b> | <b>647,687.96 6.7</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

|                                     |                                    | GENERAL FUND  |              |               |                 |      |
|-------------------------------------|------------------------------------|---------------|--------------|---------------|-----------------|------|
|                                     |                                    | PERIOD ACTUAL | YTD ACTUAL   | BUDGET        | UNEXPENDED      | PCNT |
| <u>PUBLIC SAFETY CAPITAL OUTLAY</u> |                                    |               |              |               |                 |      |
| 01-560-7040                         | VEHICLES - POLICE                  | .00           | 5,253.90     | 125,000.00    | 119,746.10      | 4.2  |
|                                     | TOTAL PUBLIC SAFETY CAPITAL OUTLAY | .00           | 5,253.90     | 125,000.00    | 119,746.10      | 4.2  |
|                                     | TOTAL FUND EXPENDITURES            | 671,038.46    | 5,153,252.92 | 9,756,569.00  | 4,603,316.08    | 52.8 |
|                                     | NET REVENUE OVER EXPENDITURES      | 15,159.80     | 725,931.70   | ( 761,965.00) | ( 1,487,896.70) | 95.3 |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

MOTOR FUEL TAX FUND

|                                   | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED  | PCNT  |
|-----------------------------------|---------------|------------|------------|-------------|-------|
| <u>REVENUES</u>                   |               |            |            |             |       |
| 11-100-3800 INTEREST INCOME       | 1,230.49      | 7,809.58   | 2,189.00   | ( 5,620.58) | 356.8 |
| TOTAL REVENUES                    | 1,230.49      | 7,809.58   | 2,189.00   | ( 5,620.58) | 356.8 |
| <u>INTERGOVERNMENTAL REVENUES</u> |               |            |            |             |       |
| 11-110-3120 MOTOR FUEL TAX        | 36,606.93     | 277,302.72 | 418,592.00 | 141,289.28  | 66.3  |
| TOTAL INTERGOVERNMENTAL REVENUES  | 36,606.93     | 277,302.72 | 418,592.00 | 141,289.28  | 66.3  |
| TOTAL FUND REVENUE                | 37,837.42     | 285,112.30 | 420,781.00 | 135,668.70  | 67.8  |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

MOTOR FUEL TAX FUND

|   | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED    | PCNT   |
|---|---------------|------------|--------------|---------------|--------|
| <u>EXPENSES</u>                           |               |            |              |               |        |
| 11-300-5100 PROFESSIONAL SERVICES         | .00           | .00        | 30,000.00    | 30,000.00     | .0     |
| 11-300-5401 SERVICE CHARGE - GENERAL FUND | .00           | .00        | 152,600.00   | 152,600.00    | .0     |
| 11-300-5632 ICE CONTROL MAINTENANCE       | .00           | .00        | 50,000.00    | 50,000.00     | .0     |
| TOTAL EXPENSES                            | .00           | .00        | 232,600.00   | 232,600.00    | .0     |
| <u>CAPITAL OUTLAY GENERAL</u>             |               |            |              |               |        |
| 11-500-7050 ROAD CONSTRUCTION             | .00           | .00        | 150,000.00   | 150,000.00    | .0     |
| 11-500-7051 SIDEWALKS                     | .00           | .00        | 50,000.00    | 50,000.00     | .0     |
| TOTAL CAPITAL OUTLAY GENERAL              | .00           | .00        | 200,000.00   | 200,000.00    | .0     |
| TOTAL FUND EXPENDITURES                   | .00           | .00        | 432,600.00   | 432,600.00    | .0     |
| NET REVENUE OVER EXPENDITURES             | 37,837.42     | 285,112.30 | ( 11,819.00) | ( 296,931.30) | 2412.3 |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

PALATINE/MILWAUKEE TIF FUND

|             |                    | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED    | PCNT  |
|-------------|--------------------|---------------|------------|------------|---------------|-------|
|             | <u>REVENUES</u>    |               |            |            |               |       |
| 12-100-3000 | REAL ESTATE TAXES  | .00           | 670,131.06 | 295,994.00 | ( 374,137.06) | 226.4 |
| 12-100-3800 | INTEREST INCOME    | 603.59        | 4,021.88   | .00        | ( 4,021.88)   | .0    |
|             | TOTAL REVENUES     | 603.59        | 674,152.94 | 295,994.00 | ( 378,158.94) | 227.8 |
|             | TOTAL FUND REVENUE | 603.59        | 674,152.94 | 295,994.00 | ( 378,158.94) | 227.8 |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

PALATINE/MILWAUKEE TIF FUND

|   | PERIOD ACTUAL        | YTD ACTUAL        | BUDGET               | UNEXPENDED           | PCNT         |
|---|----------------------|-------------------|----------------------|----------------------|--------------|
| <u>EXPENSES</u>                           |                      |                   |                      |                      |              |
| 12-300-5100 PROFESSIONAL SERVICES         | .00                  | 717.00            | .00                  | ( 717.00)            | .0           |
| 12-300-5101 AUDIT                         | 700.00               | 850.25            | 5,540.00             | 4,689.75             | 15.4         |
| 12-300-5430 BANK FEES                     | .00                  | 425.00            | 850.00               | 425.00               | 50.0         |
| 12-300-5560 TIF - REHAB/REPAIR EXIST BLDG | 391.01               | 391.01            | .00                  | ( 391.01)            | .0           |
| <b>TOTAL EXPENSES</b>                     | <b>1,091.01</b>      | <b>2,383.26</b>   | <b>6,390.00</b>      | <b>4,006.74</b>      | <b>37.3</b>  |
| <u>DEBT SERVICE</u>                       |                      |                   |                      |                      |              |
| 12-400-6000 PRINCIPAL                     | 500,000.00           | 500,000.00        | 500,000.00           | .00                  | 100.0        |
| 12-400-6010 INTEREST                      | 12,250.00            | 24,500.00         | 24,500.00            | .00                  | 100.0        |
| <b>TOTAL DEBT SERVICE</b>                 | <b>512,250.00</b>    | <b>524,500.00</b> | <b>524,500.00</b>    | <b>.00</b>           | <b>100.0</b> |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>513,341.01</b>    | <b>526,883.26</b> | <b>530,890.00</b>    | <b>4,006.74</b>      | <b>99.3</b>  |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>( 512,737.42)</b> | <b>147,269.68</b> | <b>( 234,896.00)</b> | <b>( 382,165.68)</b> | <b>62.7</b>  |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

TOURISM DISTRICT

|                             | PERIOD ACTUAL    | YTD ACTUAL        | BUDGET            | UNEXPENDED        | PCNT        |
|-----------------------------|------------------|-------------------|-------------------|-------------------|-------------|
| <u>REVENUES</u>             |                  |                   |                   |                   |             |
| 13-100-3020 HOTEL TAXES     | 73,781.56        | 646,289.90        | 876,299.00        | 230,009.10        | 73.8        |
| 13-100-3800 INTEREST INCOME | 137.70           | 884.09            | 125.00            | ( 759.09)         | 707.3       |
| <b>TOTAL REVENUES</b>       | <b>73,919.26</b> | <b>647,173.99</b> | <b>876,424.00</b> | <b>229,250.01</b> | <b>73.8</b> |
| <b>TOTAL FUND REVENUE</b>   | <b>73,919.26</b> | <b>647,173.99</b> | <b>876,424.00</b> | <b>229,250.01</b> | <b>73.8</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

TOURISM DISTRICT

|   | PERIOD ACTUAL       | YTD ACTUAL        | BUDGET            | UNEXPENDED        | PCNT        |
|---|---------------------|-------------------|-------------------|-------------------|-------------|
| <b>EXPENSES</b>                           |                     |                   |                   |                   |             |
| 13-300-5101 AUDIT                         | 400.00              | 533.94            | 1,944.00          | 1,410.06          | 27.5        |
| 13-300-5108 BEAUTIFICATION                | 11,576.66           | 73,207.00         | 111,098.00        | 37,891.00         | 65.9        |
| 13-300-5310 MEMBERSHIPS                   | .00                 | 55,620.00         | 63,000.00         | 7,380.00          | 88.3        |
| 13-300-5401 SERVICE CHARGE - GENERAL FUND | 5,891.67            | 47,133.36         | 70,700.00         | 23,566.64         | 66.7        |
| 13-300-5920 GRANT - HOTELS                | 130,280.69          | 317,176.57        | 288,651.00        | ( 28,525.57)      | 109.9       |
| <b>TOTAL EXPENSES</b>                     | <b>148,149.02</b>   | <b>493,670.87</b> | <b>535,393.00</b> | <b>41,722.13</b>  | <b>92.2</b> |
| <b>OTHER FINANCING USES</b>               |                     |                   |                   |                   |             |
| 13-600-8090 INTERFUND TRANSFER OUT        | .00                 | 144,325.50        | 288,651.00        | 144,325.50        | 50.0        |
| <b>TOTAL OTHER FINANCING USES</b>         | <b>.00</b>          | <b>144,325.50</b> | <b>288,651.00</b> | <b>144,325.50</b> | <b>50.0</b> |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>148,149.02</b>   | <b>637,996.37</b> | <b>824,044.00</b> | <b>186,047.63</b> | <b>77.4</b> |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>( 74,229.76)</b> | <b>9,177.62</b>   | <b>52,380.00</b>  | <b>43,202.38</b>  | <b>17.5</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

DEA SEIZURE FUND

|                                       | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED   | PCNT |
|---------------------------------------|---------------|------------|--------|--------------|------|
| <u>REVENUES</u>                       |               |            |        |              |      |
| 16-100-3551 POLICE REVENUE-TASK FORCE | ( 2,640.00)   | 54,881.13  | .00    | ( 54,881.13) | .0   |
| 16-100-3800 INTEREST INCOME           | 135.28        | 1,148.16   | .00    | ( 1,148.16)  | .0   |
| TOTAL REVENUES                        | ( 2,504.72)   | 56,029.29  | .00    | ( 56,029.29) | .0   |
| TOTAL FUND REVENUE                    | ( 2,504.72)   | 56,029.29  | .00    | ( 56,029.29) | .0   |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

DEA SEIZURE FUND

|                                   | PERIOD ACTUAL | YTD ACTUAL | BUDGET        | UNEXPENDED    | PCNT |
|-----------------------------------|---------------|------------|---------------|---------------|------|
| <u>EXPENSES</u>                   |               |            |               |               |      |
| 16-300-5101 AUDIT                 | 400.00        | 508.65     | 1,761.00      | 1,252.35      | 28.9 |
| 16-300-5310 MEMBERSHIP            | .00           | 2,417.25   | 4,000.00      | 1,582.75      | 60.4 |
| 16-300-5330 TRAINING              | .00           | .00        | 4,500.00      | 4,500.00      | .0   |
| 16-300-5610 EQUIPMENT MAINTENANCE | .00           | .00        | 91,500.00     | 91,500.00     | .0   |
| 16-300-5710 OPERATING SUPPLIES    | .00           | 3,306.60   | 9,000.00      | 5,693.40      | 36.7 |
| TOTAL EXPENSES                    | 400.00        | 6,232.50   | 110,761.00    | 104,528.50    | 5.6  |
| <u>CAPITAL OUTLAY GENERAL</u>     |               |            |               |               |      |
| 16-500-7020 EQUIPMENT - CAPITAL   | 7,775.00      | 7,775.00   | 57,500.00     | 49,725.00     | 13.5 |
| TOTAL CAPITAL OUTLAY GENERAL      | 7,775.00      | 7,775.00   | 57,500.00     | 49,725.00     | 13.5 |
| TOTAL FUND EXPENDITURES           | 8,175.00      | 14,007.50  | 168,261.00    | 154,253.50    | 8.3  |
| NET REVENUE OVER EXPENDITURES     | ( 10,679.72)  | 42,021.79  | ( 168,261.00) | ( 210,282.79) | 25.0 |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SOLID WASTE DISPOSAL FUND

|                               | PERIOD ACTUAL        | YTD ACTUAL            | BUDGET                | UNEXPENDED            | PCNT            |
|-------------------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------|
| <u>REVENUES</u>               |                      |                       |                       |                       |                 |
| 17-100-3355 SOLID WASTE FEES  | 39,023.00            | 312,052.25            | 460,000.00            | 147,947.75            | 67.8            |
| 17-100-3800 INTEREST INCOME   | 187.15               | 1,540.76              | 200.00                | ( 1,340.76)           | 770.4           |
| <b>TOTAL REVENUES</b>         | <b>39,210.15</b>     | <b>313,593.01</b>     | <b>460,200.00</b>     | <b>146,606.99</b>     | <b>68.1</b>     |
| <br><b>TOTAL FUND REVENUE</b> | <br><b>39,210.15</b> | <br><b>313,593.01</b> | <br><b>460,200.00</b> | <br><b>146,606.99</b> | <br><b>68.1</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SOLID WASTE DISPOSAL FUND

|   | PERIOD ACTUAL    | YTD ACTUAL         | BUDGET            | UNEXPENDED        | PCNT           |
|---|------------------|--------------------|-------------------|-------------------|----------------|
| <b>EXPENSES</b>                           |                  |                    |                   |                   |                |
| 17-300-5101 AUDIT                         | 800.00           | 920.55             | 1,718.00          | 797.45            | 53.6           |
| 17-300-5401 SERVICE CHARGE - GENERAL FUND | 10,500.00        | 84,000.00          | 126,000.00        | 42,000.00         | 66.7           |
| 17-300-5420 SWANCC CHARGES                | .00              | 234,372.66         | 311,889.00        | 77,516.34         | 75.2           |
| <b>TOTAL EXPENSES</b>                     | <b>11,300.00</b> | <b>319,293.21</b>  | <b>439,607.00</b> | <b>120,313.79</b> | <b>72.6</b>    |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>11,300.00</b> | <b>319,293.21</b>  | <b>439,607.00</b> | <b>120,313.79</b> | <b>72.6</b>    |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>27,910.15</b> | <b>( 5,700.20)</b> | <b>20,593.00</b>  | <b>26,293.20</b>  | <b>( 27.7)</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

PALATINE ROAD TIF FUND

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED    | PCNT |
|-------------------------------|---------------|------------|--------|---------------|------|
| <u>REVENUES</u>               |               |            |        |               |      |
| 18-100-3000 REAL ESTATE TAXES | .00           | 196,446.37 | .00    | ( 196,446.37) | .0   |
| 18-100-3800 INTEREST INCOME   | 20.03         | 93.01      | .00    | ( 93.01)      | .0   |
| TOTAL REVENUES                | 20.03         | 196,539.38 | .00    | ( 196,539.38) | .0   |
| TOTAL FUND REVENUE            | 20.03         | 196,539.38 | .00    | ( 196,539.38) | .0   |
| NET REVENUE OVER EXPENDITURES | 20.03         | 196,539.38 | .00    | ( 196,539.38) | .0   |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #1

|             |                           | PERIOD ACTUAL | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT        |
|-------------|---------------------------|---------------|------------------|------------------|------------------|-------------|
|             | <u>REVENUES</u>           |               |                  |                  |                  |             |
| 21-100-3000 | REAL ESTATE TAXES         | .00           | 12,640.06        | 28,400.00        | 15,759.94        | 44.5        |
| 21-100-3800 | INTEREST INCOME           | 2.64          | 23.51            | .00              | ( 23.51)         | .0          |
|             | <b>TOTAL REVENUES</b>     | <b>2.64</b>   | <b>12,663.57</b> | <b>28,400.00</b> | <b>15,736.43</b> | <b>44.6</b> |
|             | <b>TOTAL FUND REVENUE</b> | <b>2.64</b>   | <b>12,663.57</b> | <b>28,400.00</b> | <b>15,736.43</b> | <b>44.6</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #1

|  | PERIOD ACTUAL | YTD ACTUAL  | BUDGET    | UNEXPENDED | PCNT    |
|--|---------------|-------------|-----------|------------|---------|
| <u>EXPENSES</u>                            |               |             |           |            |         |
| 21-300-5100 PROFESSIONAL SERVICES          | .00 (         | .79)        | .00       | .79        | .0      |
| 21-300-5101 AUDIT                          | 200.00        | 303.88      | 1,652.00  | 1,348.12   | 18.4    |
| 21-300-5401 SERVICE CHARGE - GENERAL FUND  | 1,816.67      | 14,533.36   | 21,800.00 | 7,266.64   | 66.7    |
| 21-300-5530 WORKERS COMPENSATION INSURANCE | .00           | 369.14      | 825.00    | 455.86     | 44.7    |
| TOTAL EXPENSES                             | 2,016.67      | 15,205.59   | 24,277.00 | 9,071.41   | 62.6    |
| TOTAL FUND EXPENDITURES                    | 2,016.67      | 15,205.59   | 24,277.00 | 9,071.41   | 62.6    |
| NET REVENUE OVER EXPENDITURES              | ( 2,014.03)   | ( 2,542.02) | 4,123.00  | 6,665.02   | ( 61.7) |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #2

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT |
|-------------------------------|---------------|------------|-----------|------------|------|
| <u>REVENUES</u>               |               |            |           |            |      |
| 22-100-3000 REAL ESTATE TAXES | 225.11        | 20,958.09  | 43,400.00 | 22,441.91  | 48.3 |
| 22-100-3800 INTEREST INCOME   | 19.81         | 156.61     | .00       | ( 156.61)  | .0   |
| TOTAL REVENUES                | 244.92        | 21,114.70  | 43,400.00 | 22,285.30  | 48.7 |
| TOTAL FUND REVENUE            | 244.92        | 21,114.70  | 43,400.00 | 22,285.30  | 48.7 |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #2

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT |
|--|---------------|------------|-----------|------------|------|
| <u>EXPENSES</u>                            |               |            |           |            |      |
| 22-300-5101 AUDIT                          | 200.00        | 302.16     | 1,701.00  | 1,398.84   | 17.8 |
| 22-300-5401 SERVICE CHARGE - GENERAL FUND  | 1,916.67      | 15,333.36  | 23,000.00 | 7,666.64   | 66.7 |
| 22-300-5530 WORKERS COMPENSATION INSURANCE | .00           | 246.09     | 550.00    | 303.91     | 44.7 |
| TOTAL EXPENSES                             | 2,116.67      | 15,881.61  | 25,251.00 | 9,369.39   | 62.9 |
| TOTAL FUND EXPENDITURES                    | 2,116.67      | 15,881.61  | 25,251.00 | 9,369.39   | 62.9 |
| NET REVENUE OVER EXPENDITURES              | ( 1,871.75)   | 5,233.09   | 18,149.00 | 12,915.91  | 28.8 |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #3

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT   |
|-------------------------------|---------------|------------|-----------|------------|--------|
| <u>REVENUES</u>               |               |            |           |            |        |
| 23-100-3000 REAL ESTATE TAXES | .00           | 12,267.81  | 25,000.00 | 12,732.19  | 49.1   |
| 23-100-3800 INTEREST INCOME   | 134.31        | 1,063.10   | 100.00    | ( 963.10)  | 1063.1 |
| TOTAL REVENUES                | 134.31        | 13,330.91  | 25,100.00 | 11,769.09  | 53.1   |
| TOTAL FUND REVENUE            | 134.31        | 13,330.91  | 25,100.00 | 11,769.09  | 53.1   |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #3

|  | PERIOD ACTUAL   | YTD ACTUAL       | BUDGET           | UNEXPENDED      | PCNT        |
|--|-----------------|------------------|------------------|-----------------|-------------|
| <u>EXPENSES</u>                            |                 |                  |                  |                 |             |
| 23-300-5101 AUDIT                          | 500.00          | 618.93           | 1,716.00         | 1,097.07        | 36.1        |
| 23-300-5401 SERVICE CHARGE - GENERAL FUND  | 2,741.67        | 21,933.36        | 32,900.00        | 10,966.64       | 66.7        |
| 23-300-5530 WORKERS COMPENSATION INSURANCE | .00             | 1,001.94         | 2,310.00         | 1,308.06        | 43.4        |
| <br>TOTAL EXPENSES                         | <br>3,241.67    | <br>23,554.23    | <br>36,926.00    | <br>13,371.77   | <br>63.8    |
| <br>TOTAL FUND EXPENDITURES                | <br>3,241.67    | <br>23,554.23    | <br>36,926.00    | <br>13,371.77   | <br>63.8    |
| <br>NET REVENUE OVER EXPENDITURES          | <br>( 3,107.36) | <br>( 10,223.32) | <br>( 11,826.00) | <br>( 1,602.68) | <br>( 86.5) |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #4

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT |
|-------------------------------|---------------|------------|-----------|------------|------|
| <u>REVENUES</u>               |               |            |           |            |      |
| 24-100-3000 REAL ESTATE TAXES | 83.74         | 21,258.09  | 42,400.00 | 21,141.91  | 50.1 |
| 24-100-3800 INTEREST INCOME   | 18.23         | 142.88     | .00       | ( 142.88)  | .0   |
| TOTAL REVENUES                | 101.97        | 21,400.97  | 42,400.00 | 20,999.03  | 50.5 |
| TOTAL FUND REVENUE            | 101.97        | 21,400.97  | 42,400.00 | 20,999.03  | 50.5 |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #4

|  | PERIOD ACTUAL      | YTD ACTUAL       | BUDGET           | UNEXPENDED       | PCNT        |
|--|--------------------|------------------|------------------|------------------|-------------|
| <b>EXPENSES</b>                            |                    |                  |                  |                  |             |
| 24-300-5101 AUDIT                          | 200.00             | 299.21           | 1,683.00         | 1,383.79         | 17.8        |
| 24-300-5401 SERVICE CHARGE - GENERAL FUND  | 2,100.00           | 16,800.00        | 25,200.00        | 8,400.00         | 66.7        |
| 24-300-5530 WORKERS COMPENSATION INSURANCE | .00                | 140.60           | 330.00           | 189.40           | 42.6        |
| <b>TOTAL EXPENSES</b>                      | <b>2,300.00</b>    | <b>17,239.81</b> | <b>27,213.00</b> | <b>9,973.19</b>  | <b>63.4</b> |
| <b>TOTAL FUND EXPENDITURES</b>             | <b>2,300.00</b>    | <b>17,239.81</b> | <b>27,213.00</b> | <b>9,973.19</b>  | <b>63.4</b> |
| <b>NET REVENUE OVER EXPENDITURES</b>       | <b>( 2,198.03)</b> | <b>4,161.16</b>  | <b>15,187.00</b> | <b>11,025.84</b> | <b>27.4</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #5

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT   |
|-------------------------------|---------------|------------|-----------|------------|--------|
| <u>REVENUES</u>               |               |            |           |            |        |
| 25-100-3000 REAL ESTATE TAXES | 318.40        | 30,681.87  | 64,600.00 | 33,918.13  | 47.5   |
| 25-100-3800 INTEREST INCOME   | 43.03         | 356.19     | 35.00     | ( 321.19)  | 1017.7 |
| TOTAL REVENUES                | 361.43        | 31,038.06  | 64,635.00 | 33,596.94  | 48.0   |
| TOTAL FUND REVENUE            | 361.43        | 31,038.06  | 64,635.00 | 33,596.94  | 48.0   |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #5

|   | PERIOD ACTUAL      | YTD ACTUAL         | BUDGET           | UNEXPENDED       | PCNT           |
|---|--------------------|--------------------|------------------|------------------|----------------|
| <u>EXPENSES</u>                           |                    |                    |                  |                  |                |
| 25-300-5050 SYSTEM MAINTENANCE            | 6,618.60           | 8,179.02           | 5,000.00         | ( 3,179.02)      | 163.6          |
| 25-300-5100 PROFESSIONAL SERVICES         | .00                | 6,087.00           | 10,000.00        | 3,913.00         | 60.9           |
| 25-300-5101 AUDIT                         | 200.00             | 313.43             | 1,820.00         | 1,506.57         | 17.2           |
| 25-300-5401 SERVICE CHARGE - GENERAL FUND | 2,950.00           | 23,600.00          | 35,400.00        | 11,800.00        | 66.7           |
| 25-300-5500 LIABILITY INSURANCE           | .00                | 818.98             | 1,320.00         | 501.02           | 62.0           |
| <b>TOTAL EXPENSES</b>                     | <b>9,768.60</b>    | <b>38,998.43</b>   | <b>53,540.00</b> | <b>14,541.57</b> | <b>72.8</b>    |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>9,768.60</b>    | <b>38,998.43</b>   | <b>53,540.00</b> | <b>14,541.57</b> | <b>72.8</b>    |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>( 9,407.17)</b> | <b>( 7,960.37)</b> | <b>11,095.00</b> | <b>19,055.37</b> | <b>( 71.8)</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #8

|             |                    | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED | PCNT  |
|-------------|--------------------|---------------|------------|------------|------------|-------|
|             | <u>REVENUES</u>    |               |            |            |            |       |
| 28-100-3000 | REAL ESTATE TAXES  | 1,592.43      | 115,697.46 | 218,500.00 | 102,802.54 | 53.0  |
| 28-100-3800 | INTEREST INCOME    | 107.71        | 748.69     | 150.00     | ( 598.69)  | 499.1 |
|             | TOTAL REVENUES     | 1,700.14      | 116,446.15 | 218,650.00 | 102,203.85 | 53.3  |
|             | TOTAL FUND REVENUE | 1,700.14      | 116,446.15 | 218,650.00 | 102,203.85 | 53.3  |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #8

|   | PERIOD ACTUAL      | YTD ACTUAL       | BUDGET              | UNEXPENDED           | PCNT         |
|---|--------------------|------------------|---------------------|----------------------|--------------|
| <b>EXPENSES</b>                           |                    |                  |                     |                      |              |
| 28-300-5100 PROFESSIONAL SERVICES         | 180.40             | 1,500.54         | 125,000.00          | 123,499.46           | 1.2          |
| 28-300-5101 AUDIT                         | 200.00             | 319.18           | 1,852.00            | 1,532.82             | 17.2         |
| 28-300-5401 SERVICE CHARGE - GENERAL FUND | 4,808.33           | 38,466.64        | 57,700.00           | 19,233.36            | 66.7         |
| 28-300-5500 LIABILITY INSURANCE           | .00                | 1,226.18         | 977.00              | ( 249.18)            | 125.5        |
| 28-300-7020 EQUIPMENT                     | .00                | .00              | 1,000.00            | 1,000.00             | .0           |
| <b>TOTAL EXPENSES</b>                     | <b>5,188.73</b>    | <b>41,512.54</b> | <b>186,529.00</b>   | <b>145,016.46</b>    | <b>22.3</b>  |
| <b>DEPARTMENT 400</b>                     |                    |                  |                     |                      |              |
| 28-400-6000 PRINCIPAL                     | .00                | .00              | 100,000.00          | 100,000.00           | .0           |
| 28-400-6010 INTEREST                      | .00                | .00              | 2,250.00            | 2,250.00             | .0           |
| <b>TOTAL DEPARTMENT 400</b>               | <b>.00</b>         | <b>.00</b>       | <b>102,250.00</b>   | <b>102,250.00</b>    | <b>.0</b>    |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>5,188.73</b>    | <b>41,512.54</b> | <b>288,779.00</b>   | <b>247,266.46</b>    | <b>14.4</b>  |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>( 3,488.59)</b> | <b>74,933.61</b> | <b>( 70,129.00)</b> | <b>( 145,062.61)</b> | <b>106.9</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

ROAD CONSTRUCTION FUND

|                                   | PERIOD ACTUAL | YTD ACTUAL   | BUDGET | UNEXPENDED   | PCNT |
|-----------------------------------|---------------|--------------|--------|--------------|------|
| <u>CAPITAL OUTLAY GENERAL</u>     |               |              |        |              |      |
| 31-500-7053 DRAINAGE IMPROVEMENTS | .00           | 14,627.00    | .00    | ( 14,627.00) | .0   |
| TOTAL CAPITAL OUTLAY GENERAL      | .00           | 14,627.00    | .00    | ( 14,627.00) | .0   |
| TOTAL FUND EXPENDITURES           | .00           | 14,627.00    | .00    | ( 14,627.00) | .0   |
| NET REVENUE OVER EXPENDITURES     | .00           | ( 14,627.00) | .00    | 14,627.00    | .0   |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

ROAD CONSTRUCTION DEBT

|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | UNEXPENDED  | PCNT  |
|-------------------------------|---------------|------------|--------------|-------------|-------|
| <u>REVENUES</u>               |               |            |              |             |       |
| 41-100-3000 REAL ESTATE TAXES | 3,120.99      | 614,053.17 | 1,296,735.00 | 682,681.83  | 47.4  |
| 41-100-3800 INTEREST INCOME   | 439.68        | 3,357.70   | 1,200.00     | ( 2,157.70) | 279.8 |
| TOTAL REVENUES                | 3,560.67      | 617,410.87 | 1,297,935.00 | 680,524.13  | 47.6  |
| TOTAL FUND REVENUE            | 3,560.67      | 617,410.87 | 1,297,935.00 | 680,524.13  | 47.6  |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

ROAD CONSTRUCTION DEBT

|                               | PERIOD ACTUAL   | YTD ACTUAL    | BUDGET       | UNEXPENDED | PCNT   |
|-------------------------------|-----------------|---------------|--------------|------------|--------|
| <u>EXPENSES</u>               |                 |               |              |            |        |
| 41-300-5101 AUDIT             | 600.00          | 732.95        | 6,000.00     | 5,267.05   | 12.2   |
| 41-300-5401 SERVICE CHARGES   | 1,783.33        | 14,266.64     | 19,800.00    | 5,533.36   | 72.1   |
| 41-300-5430 BANK FEES         | .00             | 800.00        | 2,700.00     | 1,900.00   | 29.6   |
| TOTAL EXPENSES                | 2,383.33        | 15,799.59     | 28,500.00    | 12,700.41  | 55.4   |
| <u>DEBT SERVICE</u>           |                 |               |              |            |        |
| 41-400-6000 PRINCIPAL         | 995,000.00      | 995,000.00    | 995,000.00   | .00        | 100.0  |
| 41-400-8010 INTEREST          | 150,867.50      | 301,735.00    | 301,736.00   | 1.00       | 100.0  |
| TOTAL DEBT SERVICE            | 1,145,867.50    | 1,296,735.00  | 1,296,736.00 | 1.00       | 100.0  |
| TOTAL FUND EXPENDITURES       | 1,148,250.83    | 1,312,534.59  | 1,325,236.00 | 12,701.41  | 99.0   |
| NET REVENUE OVER EXPENDITURES | ( 1,144,690.16) | ( 695,123.72) | ( 27,301.00) | 667,822.72 | (2546. |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #6 DEBT

|                               | PERIOD ACTUAL | YTD ACTUAL        | BUDGET            | UNEXPENDED        | PCNT        |
|-------------------------------|---------------|-------------------|-------------------|-------------------|-------------|
| <u>REVENUES</u>               |               |                   |                   |                   |             |
| 46-100-3000 REAL ESTATE TAXES | 247.46        | 110,134.60        | 238,503.00        | 128,368.40        | 46.2        |
| 46-100-3800 INTEREST INCOME   | 64.09         | 630.38            | 50.00             | ( 580.38)         | 1260.8      |
| <b>TOTAL REVENUES</b>         | <b>311.55</b> | <b>110,764.98</b> | <b>238,553.00</b> | <b>127,788.02</b> | <b>46.4</b> |
| <b>TOTAL FUND REVENUE</b>     | <b>311.55</b> | <b>110,764.98</b> | <b>238,553.00</b> | <b>127,788.02</b> | <b>46.4</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SSA #6 DEBT

|                               | PERIOD ACTUAL | YTD ACTUAL    | BUDGET       | UNEXPENDED | PCNT    |
|-------------------------------|---------------|---------------|--------------|------------|---------|
| <u>EXPENSES</u>               |               |               |              |            |         |
| 46-300-5101 AUDIT             | 500.00        | 610.38        | 2,000.00     | 1,389.62   | 30.5    |
| 46-300-5401 SERVICE CHARGES   | 1,633.33      | 13,066.64     | 21,400.00    | 8,333.36   | 61.1    |
| 46-300-5430 BANK FEES         | .00           | .00           | 450.00       | 450.00     | .0      |
| TOTAL EXPENSES                | 2,133.33      | 13,677.02     | 23,850.00    | 10,172.98  | 57.4    |
| <u>DEBT SERVICE</u>           |               |               |              |            |         |
| 46-400-6000 PRINCIPAL         | 120,000.00    | 120,000.00    | 120,000.00   | .00        | 100.0   |
| 46-400-6010 INTEREST          | 59,251.25     | 118,502.50    | 118,503.00   | .50        | 100.0   |
| TOTAL DEBT SERVICE            | 179,251.25    | 238,502.50    | 238,503.00   | .50        | 100.0   |
| TOTAL FUND EXPENDITURES       | 181,384.58    | 252,179.52    | 262,353.00   | 10,173.48  | 96.1    |
| NET REVENUE OVER EXPENDITURES | ( 181,073.03) | ( 141,414.54) | ( 23,800.00) | 117,614.54 | (594.2) |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

WATER FUND

|  | PERIOD ACTUAL        | YTD ACTUAL            | BUDGET                | UNEXPENDED            | PCNT            |
|--|----------------------|-----------------------|-----------------------|-----------------------|-----------------|
| <b>REVENUES</b>                          |                      |                       |                       |                       |                 |
| 51-100-3800 INTEREST INCOME              | 1,323.61             | 8,979.06              | 3,000.00              | ( 5,979.06)           | 299.3           |
| 51-100-3880 WATER SALES                  | 22,843.59            | 172,112.60            | 270,165.00            | 98,052.40             | 63.7            |
| 51-100-3881 WATER DELIVERY CHARGE        | 29,082.88            | 231,405.65            | 348,190.00            | 116,784.35            | 66.5            |
| 51-100-3882 WATER INFRASTRUCTURE RESERVE | 12,531.21            | 99,940.44             | 163,369.00            | 63,428.56             | 61.2            |
| 51-100-3883 WATER DEBT RETIREMENT CHARGE | 6,544.20             | 52,719.88             | 78,310.00             | 25,590.12             | 67.3            |
| 51-100-3884 WATER SANITARY SEWER         | .00                  | .00                   | 600.00                | 600.00                | .0              |
| 51-100-3885 PENALTY                      | 297.33               | 2,398.45              | 1,500.00              | ( 898.45)             | 159.9           |
| <b>TOTAL REVENUES</b>                    | <b>72,622.82</b>     | <b>567,556.08</b>     | <b>865,134.00</b>     | <b>297,577.92</b>     | <b>65.6</b>     |
| <br><b>TOTAL FUND REVENUE</b>            | <br><b>72,622.82</b> | <br><b>567,556.08</b> | <br><b>865,134.00</b> | <br><b>297,577.92</b> | <br><b>65.6</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

WATER FUND

|  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|--------|------------|------|
|--|---------------|------------|--------|------------|------|

EXPENSES

|  |           |            |             |            |       |
|--|-----------|------------|-------------|------------|-------|
| 51-300-4000 WAGES                          | 5,427.73  | 45,294.89  | 80,914.00   | 35,619.11  | 56.0  |
| 51-300-4010 OVERTIME                       | .00       | 1,480.30   | 5,000.00    | 3,519.70   | 29.6  |
| 51-300-4100 HEALTH INSURANCE               | 1,925.00  | 27,382.00  | 25,075.00 ( | 2,307.00)  | 109.2 |
| 51-300-4110 LIFE INSURANCE                 | .00       | 338.96     | 148.00 (    | 190.96)    | 229.0 |
| 51-300-4200 SOCIAL SECURITY                | 336.34    | 2,870.91   | 5,327.00    | 2,456.09   | 53.9  |
| 51-300-4210 MEDICARE                       | 78.66     | 671.40     | 1,246.00    | 574.60     | 53.9  |
| 51-300-4220 IMRF                           | 596.78    | 4,496.93   | 11,472.00   | 6,975.07   | 39.2  |
| 51-300-5000 BUILDING MAINTENANCE           | 211.80    | 211.80     | 3,000.00    | 2,788.20   | 7.1   |
| 51-300-5050 SYSTEM MAINTENANCE             | .00       | 13,136.05  | 61,900.00   | 48,763.95  | 21.2  |
| 51-300-5100 PROFESSIONAL SERVICES          | 1,071.00  | 9,354.24   | 25,000.00   | 15,645.76  | 37.4  |
| 51-300-5101 AUDIT                          | 17,860.00 | 18,338.53  | 4,595.00 (  | 13,743.53) | 399.1 |
| 51-300-5200 POSTAGE                        | .00       | 1,801.62   | 3,100.00    | 1,298.38   | 58.1  |
| 51-300-5221 PRINTING                       | .00       | 644.80     | 450.00 (    | 194.80)    | 143.3 |
| 51-300-5222 LEGAL NOTICES                  | .00       | .00        | 1,500.00    | 1,500.00   | .0    |
| 51-300-5310 MEMBERSHIPS                    | .00       | 561.00     | 1,500.00    | 939.00     | 37.4  |
| 51-300-5330 TRAINING                       | .00       | .00        | 3,050.00    | 3,050.00   | .0    |
| 51-300-5401 SERVICE CHARGES                | 20,166.67 | 161,333.36 | 242,000.00  | 80,666.64  | 66.7  |
| 51-300-5410 UTILITIES                      | 1,003.93  | 9,531.38   | 15,000.00   | 5,468.62   | 63.5  |
| 51-300-5412 WATER                          | 16,291.47 | 153,631.80 | 220,000.00  | 66,368.20  | 69.8  |
| 51-300-5430 CREDIT CARD & BANK CHARGES     | 1,929.67  | 6,649.86   | 2,500.00 (  | 4,149.86)  | 266.0 |
| 51-300-5500 LIABILITY INSURANCE            | .00       | 27,446.12  | 33,333.00   | 5,886.88   | 82.3  |
| 51-300-5501 INSURANCE DEDUCTIBLES          | .00       | .00        | 2,500.00    | 2,500.00   | .0    |
| 51-300-5530 WORKERS COMPENSATION INSURANCE | .00       | 2,430.76   | 6,050.00    | 3,619.24   | 40.2  |
| 51-300-5710 OPERATING SUPPLIES             | .00       | 2,301.00   | 10,000.00   | 7,699.00   | 23.0  |
| 51-300-5750 CHEMICALS                      | .00       | .00        | 2,000.00    | 2,000.00   | .0    |
| 51-300-5751 GASOLINE                       | .00       | .00        | 2,500.00    | 2,500.00   | .0    |

TOTAL EXPENSES

|  |           |            |            |            |      |
|--|-----------|------------|------------|------------|------|
|  | 66,889.05 | 489,907.71 | 769,160.00 | 279,262.29 | 63.7 |
|--|-----------|------------|------------|------------|------|

DEBT SERVICE

|                       |           |           |           |     |       |
|-----------------------|-----------|-----------|-----------|-----|-------|
| 51-400-6000 PRINCIPAL | 55,000.00 | 55,000.00 | 55,000.00 | .00 | 100.0 |
| 51-400-6010 INTEREST  | 11,655.00 | 23,310.00 | 23,310.00 | .00 | 100.0 |

TOTAL DEBT SERVICE

|  |           |           |           |     |       |
|--|-----------|-----------|-----------|-----|-------|
|  | 66,655.00 | 78,310.00 | 78,310.00 | .00 | 100.0 |
|--|-----------|-----------|-----------|-----|-------|

CAPITAL OUTLAY GENERAL

|                       |     |     |            |            |    |
|-----------------------|-----|-----|------------|------------|----|
| 51-600-7020 EQUIPMENT | .00 | .00 | 135,000.00 | 135,000.00 | .0 |
|-----------------------|-----|-----|------------|------------|----|

TOTAL CAPITAL OUTLAY GENERAL

|  |     |     |            |            |    |
|--|-----|-----|------------|------------|----|
|  | .00 | .00 | 135,000.00 | 135,000.00 | .0 |
|--|-----|-----|------------|------------|----|

OTHER FINANCING USES

|                          |     |     |            |            |    |
|--------------------------|-----|-----|------------|------------|----|
| 51-600-8000 DEPRECIATION | .00 | .00 | 155,000.00 | 155,000.00 | .0 |
|--------------------------|-----|-----|------------|------------|----|

TOTAL OTHER FINANCING USES

|  |     |     |            |            |    |
|--|-----|-----|------------|------------|----|
|  | .00 | .00 | 155,000.00 | 155,000.00 | .0 |
|--|-----|-----|------------|------------|----|

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

|                               | WATER FUND    |            |               |               |       |
|-------------------------------|---------------|------------|---------------|---------------|-------|
|                               | PERIOD ACTUAL | YTD ACTUAL | BUDGET        | UNEXPENDED    | PCNT  |
| TOTAL FUND EXPENDITURES       | 133,544.05    | 568,217.71 | 1,137,470.00  | 569,252.29    | 50.0  |
| NET REVENUE OVER EXPENDITURES | ( 60,921.23)  | ( 661.63)  | ( 272,336.00) | ( 271,674.37) | ( .2) |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

PARKING FUND

|                          | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | UNEXPENDED | PCNT |
|--------------------------|---------------|------------|-----------|------------|------|
| <u>REVENUES</u>          |               |            |           |            |      |
| 52-100-3330 PARKING FEES | 7,443.75      | 42,494.60  | 64,000.00 | 21,505.40  | 66.4 |
| TOTAL REVENUES           | 7,443.75      | 42,494.60  | 64,000.00 | 21,505.40  | 66.4 |
| TOTAL FUND REVENUE       | 7,443.75      | 42,494.60  | 64,000.00 | 21,505.40  | 66.4 |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

PARKING FUND

|   | PERIOD ACTUAL   | YTD ACTUAL          | BUDGET              | UNEXPENDED          | PCNT           |
|---|-----------------|---------------------|---------------------|---------------------|----------------|
| <u>EXPENSES</u>                           |                 |                     |                     |                     |                |
| 52-300-5100 PROFESSIONAL SERVICES         | 150.00          | 150.00              | 10,200.00           | 10,050.00           | 1.5            |
| 52-300-5101 AUDIT                         | 700.00          | 855.70              | 2,500.00            | 1,644.30            | 34.2           |
| 52-300-5401 SERVICE CHARGE - GENERAL FUND | 2,583.33        | 20,666.64           | 31,000.00           | 10,333.36           | 66.7           |
| 52-300-5410 UTILITIES                     | 735.31          | 4,155.30            | 11,000.00           | 6,844.70            | 37.8           |
| 52-300-5500 LIABILITY INSURANCE           | .00             | 6,243.50            | 6,380.00            | 136.50              | 97.9           |
| 52-300-5501 INSURANCE DEDUCTIBLES         | .00             | .00                 | 2,500.00            | 2,500.00            | .0             |
| 52-300-5511 FACILITY RENT                 | .00             | 21,000.00           | 20,000.00           | ( 1,000.00)         | 105.0          |
| 52-300-5632 ICE CONTROL MAINTENANCE       | 115.28          | 115.28              | 500.00              | 384.72              | 23.1           |
| 52-300-5710 OPERATING SUPPLIES            | 630.28          | 938.17              | 2,000.00            | 1,061.83            | 46.9           |
| 52-300-5970 REFUNDS                       | 140.00          | 140.00              | 250.00              | 110.00              | 56.0           |
| <b>TOTAL EXPENSES</b>                     | <b>5,054.20</b> | <b>54,264.59</b>    | <b>86,330.00</b>    | <b>32,065.41</b>    | <b>62.9</b>    |
| <u>OTHER FINANCING USES</u>               |                 |                     |                     |                     |                |
| 52-600-8000 DEPRECIATION                  | .00             | .00                 | 32,136.00           | 32,136.00           | .0             |
| <b>TOTAL OTHER FINANCING USES</b>         | <b>.00</b>      | <b>.00</b>          | <b>32,136.00</b>    | <b>32,136.00</b>    | <b>.0</b>      |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>5,054.20</b> | <b>54,264.59</b>    | <b>118,466.00</b>   | <b>64,201.41</b>    | <b>45.8</b>    |
| <b>NET REVENUE OVER EXPENDITURES</b>      | <b>2,389.55</b> | <b>( 11,789.99)</b> | <b>( 54,466.00)</b> | <b>( 42,696.01)</b> | <b>( 21.6)</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SANITARY SEWER FUND

|                                    | PERIOD ACTUAL | YTD ACTUAL | BUDGET     | UNEXPENDED  | PCNT |
|------------------------------------|---------------|------------|------------|-------------|------|
| <u>REVENUES</u>                    |               |            |            |             |      |
| 53-100-3400 PERMIT FEES            | .00           | .00        | 1,125.00   | 1,125.00    | .0   |
| 53-100-3884 SANITARY SEWER CHARGES | ( 511.63)     | 378,036.81 | 672,000.00 | 293,963.19  | 56.3 |
| 53-100-3885 PENALTY                | ( 12.89)      | 104.96     | .00        | ( 104.96)   | .0   |
| 53-100-3899 OTHER INCOME           | .00           | 7,342.74   | .00        | ( 7,342.74) | .0   |
| TOTAL REVENUES                     | ( 524.52)     | 385,484.51 | 673,125.00 | 287,640.49  | 57.3 |
| TOTAL FUND REVENUE                 | ( 524.52)     | 385,484.51 | 673,125.00 | 287,640.49  | 57.3 |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

SANITARY SEWER FUND

|                                     | PERIOD ACTUAL | YTD ACTUAL | BUDGET        | UNEXPENDED    | PCNT  |
|-------------------------------------|---------------|------------|---------------|---------------|-------|
| <u>EXPENSES</u>                     |               |            |               |               |       |
| 53-300-4000 WAGES                   | 958.88        | 7,874.20   | 28,379.00     | 20,504.80     | 27.8  |
| 53-300-4100 HEALTH INSURANCE        | .00           | .00        | 6,333.00      | 6,333.00      | .0    |
| 53-300-4110 LIFE INSURANCE          | .00           | .00        | 49.00         | 49.00         | .0    |
| 53-300-4200 SOCIAL SECURITY         | 59.28         | 486.80     | 1,760.00      | 1,273.20      | 27.7  |
| 53-300-4210 MEDICARE                | 13.86         | 113.62     | 411.00        | 297.18        | 27.7  |
| 53-300-4220 IMRF                    | 120.63        | 903.85     | 3,655.00      | 2,751.15      | 24.7  |
| 53-300-5050 SYSTEM MAINTENANCE      | .00           | 9,581.50   | .00           | ( 9,581.50)   | .0    |
| 53-300-5100 PROFESSIONAL SERVICES   | 800.00        | 15,284.63  | 297,000.00    | 281,715.37    | 5.2   |
| 53-300-5101 AUDIT                   | 15,250.00     | 15,378.42  | 2,000.00      | ( 13,378.42)  | 768.9 |
| 53-300-5200 POSTAGE                 | .00           | 3,525.75   | 3,920.00      | 394.25        | 89.9  |
| 53-300-5221 PRINTING                | .00           | 769.00     | 1,000.00      | 231.00        | 76.9  |
| 53-300-5330 TRAINING                | .00           | .00        | 5,000.00      | 5,000.00      | .0    |
| 53-300-5401 SERVICE CHARGES         | 16,416.67     | 131,333.36 | 197,000.00    | 65,666.64     | 66.7  |
| 53-300-5430 CREDIT CARD CHARGES     | .00           | .00        | 850.00        | 850.00        | .0    |
| 53-300-5530 WORKER'S COMP INSURANCE | .00           | .00        | 1,363.00      | 1,363.00      | .0    |
| TOTAL EXPENSES                      | 33,619.32     | 185,251.33 | 548,720.00    | 363,468.67    | 33.8  |
| <u>CAPITAL OUTLAY GENERAL</u>       |               |            |               |               |       |
| 53-500-7051 SYSTEM IMPROVEMENTS     | .00           | 3,466.05   | 375,000.00    | 371,533.95    | .9    |
| TOTAL CAPITAL OUTLAY GENERAL        | .00           | 3,466.05   | 375,000.00    | 371,533.95    | .9    |
| TOTAL FUND EXPENDITURES             | 33,619.32     | 188,717.38 | 923,720.00    | 735,002.62    | 20.4  |
| NET REVENUE OVER EXPENDITURES       | ( 34,143.84)  | 196,767.13 | ( 250,595.00) | ( 447,362.13) | 78.5  |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

POLICE PENSION

|                                       | PERIOD ACTUAL    | YTD ACTUAL          | BUDGET              | UNEXPENDED        | PCNT        |
|---------------------------------------|------------------|---------------------|---------------------|-------------------|-------------|
| <b>REVENUES</b>                       |                  |                     |                     |                   |             |
| 71-100-3000 REAL ESTATE TAXES         | 786.63           | 167,695.44          | 293,093.00          | 125,397.56        | 57.2        |
| 71-100-3800 INTEREST INCOME           | 37.27            | 77,066.79           | .00                 | ( 77,066.79)      | .0          |
| 71-100-3801 NET APPRECIATION - FV INV | .00              | 308,687.67          | .00                 | ( 308,687.67)     | .0          |
| 71-100-3860 CITY CONTRIBUTION         | .00              | 390,075.00          | 780,150.00          | 390,075.00        | 50.0        |
| 71-100-3861 EMPLOYEE CONTRIBUTION     | 17,743.35        | 135,283.75          | 203,341.00          | 68,057.25         | 66.5        |
| <b>TOTAL REVENUES</b>                 | <b>18,567.25</b> | <b>1,078,808.65</b> | <b>1,276,584.00</b> | <b>197,775.35</b> | <b>84.5</b> |
| <b>TOTAL FUND REVENUE</b>             | <b>18,567.25</b> | <b>1,078,808.65</b> | <b>1,276,584.00</b> | <b>197,775.35</b> | <b>84.5</b> |

CITY OF PROSPECT HEIGHTS  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

POLICE PENSION

|                                      | PERIOD ACTUAL       | YTD ACTUAL        | BUDGET            | UNEXPENDED           | PCNT         |
|--------------------------------------|---------------------|-------------------|-------------------|----------------------|--------------|
| <b>EXPENSES</b>                      |                     |                   |                   |                      |              |
| 71-300-4232 DISABILITY BENEFITS      | 10,981.60           | 63,804.73         | 81,897.00         | 18,092.27            | 77.9         |
| 71-300-4233 PENSION PAYMENTS         | 70,573.51           | 296,953.00        | 661,878.00        | 364,925.00           | 44.9         |
| 71-300-5100 PROFESSIONAL SERVICES    | 3,665.00            | 13,998.07         | 32,500.00         | 18,501.93            | 43.1         |
| 71-300-5107 INVESTMENT EXPENSE       | .00                 | 7,591.94          | 27,669.00         | 20,077.06            | 27.4         |
| 71-300-5331 CONFERENCES              | .00                 | .00               | 2,800.00          | 2,800.00             | .0           |
| 71-300-5440 STATE FILING FEE         | .00                 | 2,552.49          | 2,500.00          | ( 52.49)             | 102.1        |
| <b>TOTAL EXPENSES</b>                | <b>85,220.11</b>    | <b>384,900.23</b> | <b>809,244.00</b> | <b>424,343.77</b>    | <b>47.6</b>  |
| <b>TOTAL FUND EXPENDITURES</b>       | <b>85,220.11</b>    | <b>384,900.23</b> | <b>809,244.00</b> | <b>424,343.77</b>    | <b>47.6</b>  |
| <b>NET REVENUE OVER EXPENDITURES</b> | <b>( 66,652.86)</b> | <b>693,908.42</b> | <b>467,340.00</b> | <b>( 226,568.42)</b> | <b>148.5</b> |

CITY OF PROSPECT HEIGHTS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING DECEMBER 31, 2017

ROAD & BUILDING BOND ESCROW

|                                  | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|----------------------------------|---------------|------------|--------|------------|------|
| 72-100-3899 MISCELLANEOUS INCOME | 49.98         | 354.87     | .00    | ( 354.87)  | .0   |
| TOTAL DEPARTMENT 100             | 49.98         | 354.87     | .00    | ( 354.87)  | .0   |
| TOTAL FUND REVENUE               | 49.98         | 354.87     | .00    | ( 354.87)  | .0   |
| NET REVENUE OVER EXPENDITURES    | 49.98         | 354.87     | .00    | ( 354.87)  | .0   |



# City of Prospect Heights

Department of Building & Development  
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 211 FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

February 5, 2018

To: Joe Wade, City Administrator

From: Michael DuCharme, Finance Director

Subject: Budget Related Issues Requiring Further Discussion

While working on the development of the Operating and Capital Budget for fiscal year 2018/2019 there are a number of areas that I feel need to be brought to the attention of the City Council and warrant further discussion prior to the adoption of the upcoming budget.

Over the next two weeks we hope to finalize the operating budget so that it can be presented to the City Council by February 19<sup>th</sup>. Prior to finalizing the proposed budget it would be beneficial to get some feedback on the issues listed so as to determine their potential impact on what is being proposed

## Items for Council Discussion

1. City of Prospect Heights Contribution to the Police Pension Fund
2. Motor Fuel Tax Fund- Possible Source of funding for the Road Program
3. Palatine / Milwaukee TIF – Repayment of inter fund loan to the general fund (\$1,019,000)
4. Solid waste fund- Annual service charge and Existing Fund Balance
5. Elimination of 95% of the existing service charges in proposed budget
6. Increase in water Rates- Calculation of the rate and inclusion in the budget
7. Funding Capital Program going forward

I will be present at the Council meeting on February 12<sup>th</sup> to discuss each of the issues with you. Our work on the budget to date has been very enlightening and your input on these issues will provide direction in balancing the upcoming budget and strategy for funding the capital program.



---

**From:** Kevin Kearney [<mailto:kevin.earney@cityofprospectheights.org>]  
**Sent:** Thursday, February 08, 2018 9:54 AM  
**To:** Joe Wade  
**Subject:** RE: Draft Agenda

Joe,

Please find attached a revised version of the Liquor Code. The revised license fee figures will need to be discussed at the meeting, based on staff analysis.

Thanks,  
Kevin

---

**From:** Joe Wade [<mailto:jwade@prospectheights.org>]  
**Sent:** Tuesday, February 6, 2018 12:57 PM  
**To:** Nick Helmer; Kevin Kearney  
**Subject:** Draft Agenda

Mayor and Kevin,

Attached is the draft agenda.

Joe

*Joe Wade*

Joe Wade  
City Administrator  
City of Prospect Heights, Illinois  
(847) 398-6070 x202 || (847) 392-4244 Fax  
[jwade@prospect-heights.org](mailto:jwade@prospect-heights.org)



**ORDINANCE NO. O-18-  
An Ordinance Amending Title 2  
of the Prospect Heights City Code  
(Chapter 3 – Liquor Control)**

---

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS** as follows:

**Section 1.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-2, Local Liquor Control Commissioner, of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

**2-3-2: LOCAL LIQUOR CONTROL COMMISSIONER:**

The mayor of the city shall be the local liquor control commissioner and shall be charged with the administration within the city of the appropriate provisions of the state and of this chapter. He may appoint a person or persons to assist him in the exercise of the powers and the performance of the duties of said office. The city council may fix and pay compensation to the local liquor control commissioner of the city and compensation to such deputies, assistants or employees as may be deemed necessary for the proper performance of the duties vested in him. The Local Liquor Control Commissioner shall have the following powers, functions and duties with respect to licenses, other than licenses to manufacturers, importing distributors, distributors, nonbeverage users, railroads, airplanes and boats:

\*\*\*

- F. To levy fines in accordance with Section 2-3-24 of this Chapter. **In addition to a fine, the licensee shall be subject to the cost incurred by the City for a hearing on any violation. These costs shall include, but not limited to court reporter, witness expenses, expert or scientific analysis, and any other charges attendant to said hearing.**

**Section 2.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-4, Application for License, of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

**2-3-4: LOCAL LIQUOR CONTROL COMMISSIONER:**

Applications for new and renewed licenses shall be made to the Mayor in writing, signed by the applicant or applicants, if an individual or individuals, or by a duly authorized agent thereof, if a club or corporation, **and certified before a notary public** ~~verified by oath or affidavit~~. All applications shall be accompanied by a nonrefundable application

fee of ~~one~~ **two** hundred dollars (\$~~1~~**2**00.00) which shall be separate and distinct from the annual license fee. New applications shall contain the following statements and information:

\*\*\*

- H. A statement that the applicant will not violate any of the laws of the State, or of the United States, or any ordinance of the City in the conduct of his place of business.
- I. ~~The amount of goods, wares and merchandise on hand at the time the application is made or, equivalently, the monetary value of current inventory.~~
- J. Any other information or guarantees that the Local Liquor Control Commissioner or the City authorities shall require.

**Prior to the issuance of a City of Prospect Heights Liquor License, evidence of Dram Shop Insurance of an amount and character which shall be a minimum amount sufficient to satisfy all statutory requirements and applications as determined by the Local Liquor Commissioner. This insurance shall remain in force during the period for which the license is issued. The lapse of this insurance shall constitute grounds for revocation of the license. For purposes of this Section, a Certificate of Insurance in the form approved by the city attorney shall be deemed adequate evidence of insurance.**

Applications for renewal shall contain either a statement that all of the above statements and information are and remain true and valid, or appropriate statements describing any changes in or to any such information or statements contained in the original or any previous application. Each renewal application shall, however, require reaffirmation of the type and division of ownership contained in subsection A of this Section and of the intent of each applicant to comply with subsection H of this Section.

**Section 3.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-8, Classification of Licenses, of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

#### **2-3-8: CLASSIFICATION OF LICENSES:**

- A. Class A Licenses: ~~Class A licenses which shall authorize the retail sale on the premises of specified of alcoholic liquor only for consumption on the premises of restaurants and hotels.~~

**Class A licenses shall authorize the retail sale of alcoholic liquor in restaurants and hotels only, for consumption on the premises where sold. If the premises is a**

hotel, packaged liquor may be sold to guests of the hotel. For restaurants, such licenses may be issued and retained by those establishments which:

- Have a seating capacity at tables for a minimum of thirty (30) persons for food services; and
- Offer their patrons meals.

Other than hotels, no such license shall be granted to or retained by any establishment in which the facilities for food preparation and service are not primarily those of a restaurant. Without limiting the generality of the foregoing, limited food service, such as provided by lounges, luncheonettes, diners, coffee shops, drive-ins, etc., do not satisfy the requirements for this license classification.

~~Class A-1 Licenses: Class A-1 licenses shall authorize the retail sales on the premises of beer and wine only for consumption on the premises in a bowling alley only.~~

~~Class A-2Late-Hour 2 Licenses: Class A-2 licenses shall authorize the retail sale on the premises specified of alcoholic liquor only for consumption on the premises.~~

Class Late-Hour 2 licenses shall duplicate Class A licenses in all regards, except that Class Late-Hour 2 licenses shall permit the sale of alcoholic liquor until 2:00 am the following day. The holder of a Class A license may petition the local liquor commissioner for a Late-Hour 2 permit, which shall be granted in the sole discretion of the local liquor commissioner.

~~Class A-3Class Late-Hour 4 Licenses: Class A-3 licenses shall authorize the retail sale on the premises specified of alcoholic liquor only for consumption on the premises during the hours set forth in section 2-3-9 of this chapter. The holder of a class A-3 A-2 license may petition the local liquor commissioner for a temporary extended hours permit to allow extended hours not later than four o'clock (4:00) A.M. on any one day Sunday through Thursday. Said petition must be in writing and delivered to the local liquor commissioner not less than fourteen (14) days prior to the date on which the licensee desires extended hours. An extended hours permit granted under this section shall be valid only for the single date specified on the permit. Extended hours under this subsection may be granted in the sole discretion of the local liquor commissioner and shall not be deemed a right of the licensee.~~

Class Late-Hour 4 licenses shall duplicate Class A licenses in all regards, except that Class Late-Hour 2 licenses shall permit the sale of alcoholic liquor until 4:00 am the following day. No new Late Hour-4 licenses shall be issued to any individual, corporation, or partnership other than those holding such licenses as of [Insert Date], and such may be renewed for on the business currently using that license. At such time as any current holder of such license surrenders it or fails to renew it, or it is revoked or renewal denied, the number of Class A-2 licenses permitted shall be reduced accordingly.

~~Class A 4 Licenses: Class A 4 licenses shall duplicate Class A licenses in all regards except for hours of operation.~~

- B. Class B Licenses: Class B licenses which shall authorize the retail sale of alcoholic liquor, but not for consumption on the premises where sold.

~~If said sale of alcoholic liquor is carried out on premises which are utilized primarily for other retail sales activities, the sale of such liquor shall be confined to an area which is separated from the other retail sales activity.~~

~~The sale of such liquor shall be confined to an area which is separated from the other retail portions of the premises by a suitable enclosure or partition of such design and construction as may be approved by the local liquor control commissioner. No class B license outstanding on the effective date of this section shall be renewed upon its expiration unless such approved enclosure or partition has been constructed.~~

- C. Class B-1, B-2, And B-3 Licenses:

1. Class B-1 Licenses: Class B-1 licenses which shall authorize the retail sale of wine and beer, but not for consumption on the premises where sold. The said sale of alcoholic liquor is carried out on premises which are used primarily for the sale at retail of packaged foods and/or convenience items to be carried out from the premises.
2. Class B-2 Licenses: Class B-2 licenses which shall authorize the retail sale of wine and beer, but not for consumption on premises where sold. The said sale of alcoholic liquor is carried out on premises which are used primarily for the sale at retail of packaged foods and/or convenience items to be carried out from the premises, during hours of operation which differ from the B-1 classification.
3. Class B-3 Licenses—Grocery Stores: Class B-3 licenses which shall authorize the retail sale of alcoholic liquor by grocery stores not for consumption on the premises where sold. The said sale of alcoholic liquor is carried out on premises which are used primarily for the sale of groceries and related goods to be carried out from the premises.
4. ~~Separate Area For Sales: If said sale of alcoholic liquor, wine or beer is carried out on premises which are utilized primarily for other retail sales activities, the sale of such liquor shall be confined to an area which is separated from the other retail sales activity. The sale of such wine or beer shall be confined to an area which is separated from the other retail portions of the premises by a suitable enclosure or partition of such design and construction as may be approved by the local liquor control commissioner. No class B-1 or B-2, or B-3 license outstanding on the effective date of this section shall be renewed upon its expiration unless such approved enclosure or partition has been constructed.~~

D. Class C Licenses: Class C licenses which shall authorize the retail sale, in restaurants only, of alcoholic liquor for consumption on the premises where sold. Such licenses may be issued to and retained by those establishments which:

1. Have a seating capacity at tables for a minimum of thirty (30) persons for food services; and
2. Offer their patrons full and complete meals, including a dinner menu.

No such license shall be granted to or retained by any establishment in which the facilities for food preparation and service are not primarily those of a restaurant or are operated as a "fast food restaurant" as defined in this chapter. Without limiting the generality of the foregoing, limited food service, such as provided by lounges, luncheonettes, diners, coffee shops, drive-ins, etc., do not satisfy the requirements for this license classification.

E. Class C-1 Licenses: Class C-1 licenses which shall authorize the retail sale of wine and beer in restaurants only, for consumption on the premises where sold. Such licenses may be issued and retained by those establishments which:

1. Have a seating capacity at tables for a minimum of thirty (30) persons for food services; and
2. Offer their patrons meals.

No such license shall be granted to or retained by any establishment in which the facilities for food preparation and service are not primarily those of a restaurant.

F. Class C-2 Licenses: Class C-2 licenses which shall authorize the retail sale of alcoholic liquor in restaurants only, without a bar or cocktail lounge area for consumption on the premises where sold. Such licenses may be issued and retained by those establishments which:

1. Are located within the boundaries of the area commonly referred to as the Prospect Crossing TIF area and have a square footage of not less than seven thousand (7,000) square feet; and
2. Meet all the requirements set forth in subsection D of this section for class C licenses.

G. Class C-3 Licenses: Class C-3 licenses be the same as class C-1 licenses in all respects except for the hours of operation which shall be as set forth in section 2-3-9 of this chapter.

H. Class D Licenses: Class D licenses which shall authorize the retail sale of alcoholic liquor for consumption on public golf course premises.

- I. **Daily Permits:** The local liquor control commissioner may grant a daily permit which shall authorize the retail sale of alcoholic liquors for consumption only on the premises where sold, to any company, organization or group, authorizing the sale of alcoholic liquor at any picnic, carnival or similar function given by said organization.

Daily permits may be issued for not more than five (5) consecutive days to any one organization. The application for a daily permit shall specify the name of the organization, the person or persons responsible for custody and sale of alcoholic beverages, the dates, and hours of service, and shall indicate the nature of the organization (e.g., charitable, civic) and the character of the event or events to which the permit applies. No such permits, however, shall be issued or granted except upon proof of adequate dramshop (host liquor liability) insurance provided by the insurance carrier or a bona fide agent of the carrier.

Prior to the issuance of a daily permit to any applicant, such applicant shall place on deposit with the local liquor control commissioner the sum of one hundred dollars (\$100.00) to one thousand dollars (\$1,000.00), the exact amount to be determined by the local liquor control commissioner for each day of the event for which a permit is required. At the discretion of the local liquor control commissioner, such deposit shall be refundable to such applicant provided that the event for which the daily permit was issued, was conducted without justifiable complaints from nearby residents and without disruption of nearby business activities or traffic flow. No such deposit shall be refunded in the event that any violation of this section occurred at the event for which the daily permit was issued.

- J. **Special Permits:** The local liquor control commissioner may grant modified hours for special events with no more than three (3) such permits to be approved per applicant per year. Such special permits shall be restricted to holders of class A and class C licenses. Requests for the permit for modified hours shall be made to the local liquor control commissioner in writing, signed by the applicant, including name of responsible supervisor to the special event, client for whom the special event will be held and any other information deemed necessary by the local liquor control commissioner. Each application for a permit for modified hours shall include a nonrefundable fee of one hundred dollars (\$100.00) which shall be separate and distinct from the annual license fee.

- ~~K. **Sunday Brunch Permits:** The local liquor control commissioner may grant to holders of class A and class C licenses a special Sunday brunch SB permit to serve alcoholic beverages on Sundays between the hours of nine o'clock (9:00) A.M. and twelve o'clock (12:00) noon. The SB permit shall be an addendum to the annual license; and, in no way, shall it be regarded as a license. Holders of such permits shall pay the fees established in section 2-3-9 of this chapter.~~

~~The SB permits shall be effective and concurrent with the licenses to which they apply. No such permit shall be valid in the absence of or during the revocation or suspension of the license to which it applies.~~

~~SB permits shall be issued subject to the same rules and restrictions with respect to holder qualifications, terms and conditions, and to the general requirements of this chapter which apply to the licenses. Additional restrictions are as follows:~~

- ~~1. SB permits shall apply only to the service of alcoholic beverages at the licensed establishment.~~
- ~~2. All licensed establishments holding an SB permit may provide additional alcoholic beverage service during the period between the hours of nine o'clock (9:00) A.M. and twelve o'clock (12:00) noon on Sundays only in connection with meal service.~~

~~No person or persons shall be served alcoholic beverages in any area where meal service is not offered and available, and no person or persons shall consume alcoholic beverages during such period except in connection with a meal.~~

- ~~3. Service of alcoholic beverages under the SB permit is strictly prohibited in cocktail lounges, bar areas, coffee shops and other rooms or areas where complete meals are not offered and served.~~

**Section 4.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-9, Licenses; Classes, Fees, Limitations on Number and Hours of Operation, of the Prospect Heights City Code, as amended, is stricken in its entirety and amended so that the same shall be read as follows:

**2-3-9: LICENSES; CLASSES, FEES, LIMITATIONS ON NUMBER AND HOURS OF OPERATION:**

| Class Of License | Annual Fee | Limitation On Number | Sunday Through Wednesday         | Thursday Through Saturday     |
|------------------|------------|----------------------|----------------------------------|-------------------------------|
| A                | \$3,300.00 | 15                   | 8:00 A.M. to 12:00 midnight      | 8:00 A.M. to 1:00 A.M. Sunday |
| Late Hour-2      | 1,100.00   | 0                    | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 2:00 A.M. Sunday |
| Late Hour - 4    | 1,500.00   | 2 <sup>1</sup>       | 8:00 A.M. to 4:00 A.M. following | 8:00 A.M. to 4:00 A.M. Sunday |
| B                | 2,200.00   | 7                    | 8:00 A.M. to 12:00 midnight      | 8:00 A.M. to 12:00 midnight   |
| B-1              | 1,925.00   | 3                    | 11:00 A.M. to 12:00 midnight     | 11:00 A.M. to 12:00 midnight  |

| Class Of License | Annual Fee | Limitation On Number   | Sunday Through Wednesday         | Thursday Through Saturday     |
|------------------|------------|--|----------------------------------|-------------------------------|
| B-2              | 2,200.00   | 1  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 2:00 A.M. Sunday |
| B-3              | 2,200.00   | 1  | 7:00 A.M. to 12:00 midnight      | 7:00 A.M. to 12:00 midnight   |
| C                | 3,300.00   | 2  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 3:00 A.M. Sunday |
| C-1              | 1,650.00   | 6  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 3:00 A.M. Sunday |
| C-2              | 3,300.00   | 1  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 3:00 A.M. Sunday |
| C-1              | 1,650.00   | 1  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 3:00 A.M. Sunday |
| D                | 0.00       | 1  | 8:00 A.M. to 2:00 A.M. following | 8:00 A.M. to 3:00 A.M. Sunday |
| Daily            |            | \$55.00 fee plus \$100.00 to \$1,000.00 deposit <sup>2</sup> |                                  |                               |

1. No new Late Hour-4 licenses shall be issued to any individual, corporation, or partnership other than those holding such licenses as of [Insert Date], and such may be renewed for on the business currently using that license. At such time as any current holder of such license surrenders it or fails to renew it, or it is revoked or renewal denied, the number of Class A-2 licenses permitted shall be reduced accordingly.
2. Daily liquor license deposit may be refunded subject to discretion of local liquor control commissioner per subsection 2-3-8 of this chapter.

**Section 5.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-13, Conditions of License, of the Prospect Heights City Code, as amended, is hereby further amended with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

#### **2-3-9: CONDITIONS OF LICENSE:**

\*\*\*

G. Minimum Size Of Container For Unmixed Whiskey, Gin Or Rum: No unmixed whiskey, gin or unmixed rum shall be sold or offered for sale or at retail for consumption on the premises, except in a container having a minimum capacity of at least one fluid ounce and which contains at the time of sale at least one fluid ounce of the of the beverage being sold.

H. Happy Hours Prohibited:

1. All retail licenses shall maintain a schedule of the prices charged for all drinks of alcoholic liquor to be served and consumed on the licensed premises or in any room or part thereof. Whenever a hotel or multiuse establishment which holds a valid retailer's license operates on its premises more than one establishment at which drinks of alcoholic liquor are sold at retail, the hotel or multiuse establishment shall maintain at each such establishment a separate schedule of the prices charged for such drinks at that establishment.
2. No retail licensee or employee or agent of such licensee shall:
  - a. Serve two (2) or more drinks of alcoholic liquor at one time to one person for consumption by that person, except selling or delivering wine by the bottle or carafe;
  - b. Sell, offer to sell or serve to any person an unlimited number of drinks of alcoholic liquor during any set period of time for a fixed price, except at private functions not open to the general public;
  - ~~e. Sell, offer to sell or serve any drink of alcoholic liquor to any person on any one date at a reduced price other than that charged other purchasers of drinks on that day where such reduced price is a promotion to encourage consumption of alcoholic liquor, except as authorized in subsection H3g of this section;~~
  - ~~dc.~~ Increase the volume of alcoholic liquor contained in a drink, or the size of a drink of alcoholic liquor, without increasing proportionately the price regularly charged for the drink on that day;
  - ~~ed.~~ Encourage or permit, on the licensed premises, any game or contest which involves drinking alcoholic liquor or the awarding of drinks of alcoholic liquor as prizes for such game or contest on the licensed premises; or
  - ~~fe.~~ Advertise or promote in any way, whether on or off the licensed premises, any of the practices prohibited under subsections H2b through H2e of this section.

3. Nothing in subsection H2 of this section shall be construed to prohibit a licensee from:

- a. Offering free food or entertainment at any time;
  - b. Including drinks of alcoholic liquor as part of a meal package;
  - c. Including drinks of alcoholic liquor as part of a hotel package;
  - d. Negotiating drinks of alcoholic liquor as part of a contract between a hotel or multiuse establishment and another group for the holding of any function, meeting, convention or trade show;
  - e. Providing room service to persons renting rooms at a hotel;
  - f. Selling pitchers (or the equivalent, including, but not limited to, buckets), carafes, or bottles of alcoholic liquor which are customarily sold in such manner and delivered to two (2) or more persons at one time; or
  - g. Increasing prices of drinks of alcoholic liquor in lieu of, in whole or in part, a cover charge to offset the cost of special entertainment not regularly scheduled.
- I. **Books And Records:** It shall be the duty of every retail licensee to make books and records available upon reasonable notice for the purpose of investigation and control by the local liquor control commissioner. Such books and records need not be maintained on the licensed premises, but it must be maintained in the state.
- J. **Duty To Report Certain Illicit Activity:** All licensees and their agents and employees shall have the affirmative duty to report the following activity at the licensed premises to the Prospect Heights police: fights, violence, transaction and use of illegal substances and drug paraphernalia, gang activity, prostitution, the presence of firearms or the unlawful use thereof, or any activity which results in a breach of the peace.
- K. **Duty To Cooperate With Law Enforcement Personnel:** All licensees and their agents and employees shall have the affirmative duty to cooperate with law enforcement personnel in their investigation of crime and enforcement of state law and Prospect Heights ordinances.

**Section 6.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-22, Alcohol Awareness Training Requirements, of the Prospect Heights City Code, as amended, is hereby stricken in its entirety and replaced with the following bold underline text so that the same shall be read as follows:

## **2-3-22: ALCOHOL AWARENESS TRAINING REQUIREMENTS:**

Any person that delivers, serves or pours alcoholic beverages and all managers and supervisors of a licensed premises must provide proof of having completed a certified alcohol awareness training course within one hundred twenty (120) days of being hired. This regulation shall not apply to duly issued ad hoc permits if the requirement is specifically waived by the Liquor Commissioner.

### **A. Training Program. Training is required as specified below:**

- 1. The original or renewal application for a class A, C, or D license (consumption on premises shall be accompanied with proof of completion of a state-certified and City Police Department-approved beverage alcohol sellers and servers education and training program (BASSET), for all persons who serve or sell alcoholic beverages pursuant to that license.**
- 2. The original or renewal application for a class A, C, or D license shall be accompanied with proof of completion of a state-certified and City Police Department-approved beverage alcohol sellers and servers education and training program (BASSET) for the manager of the licensee.**
- 3. All persons who serve or sell alcoholic liquor shall, prior to serving or selling any alcoholic liquor within the City, register for a City Police Department-approved BASSET training course. Course to be completed within 90 days of employment with establishment. Registration of employees is the responsibility of the licensee.**
- 4. All persons who serve or sell alcoholic liquor, including the manager of every licensee, shall within 90 days from the beginning of their employment with that licensee, complete a police approved BASSET training program, and shall until completion of the BASSET program, work under the supervision of a person who has completed the BASSET program.**
- 5. A photocopy of the certificate of completion of the BASSET program will be maintained in the manager's office on the premises of the licensee. All A, C, or D license holders must maintain a list of employees who have obtained BASSET certification, which must be available on demand for inspection by the City of Prospect Heights Police Department.**
- 6. Employees of liquor license establishments that are of a 'temporary status' (Christmas, summer help, etc.) whose employment does not extend past ninety (90) days from the date of employment are not required to complete the training program but must, for the duration of their employment, work under the immediate supervision of a person**

who has completed the BASSET training program. Proof of employment hiring date to be exhibited upon demand of a City police officer or other agent authorized by the Liquor Commissioner. "Temporary status" sellers and servers must also contact the City Police Department to advise of name, establishment and hiring date prior to selling or serving alcohol within the City. Responsibility for registration of all "temporary status" employees rests with the licensee.

- B. Service, sale and management without required training prohibited. It shall be unlawful to permit any person in a class A,C, or D licensed establishment to serve or sell alcoholic beverages unless that person has completed a City Police Department-approved BASSET training program as required by this section or employ a manager in a Class A, C, or D licensed establishment unless that person has completed City Police Department-approved BASSET training program as required in subsection (A) of this section.
- C. Repeating Course. In addition to other penalties imposed in this chapter, a person violating any regulation of this chapter may be required to again complete BASSET training program as required in this section.

**Section 7.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-23, Revocation, Suspension of License, of the Prospect Heights City Code, as amended, is hereby with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

#### **2-3-22: REVOCATION, SUSPENSION OF LICENSE:**

All appeals to the state liquor control commission by a city liquor licensee of a decision, order of action by the local liquor control commissioner or designee, having the effect of fining a licensee, suspending or revoking the city liquor license shall be limited to review of the official record of the formal proceedings before the commissioner.

The Mayor may suspend for not more than thirty (30) days or revoke for cause any liquor dealer's license for any violation of any provision pertaining to the sale of alcoholic liquor, as provided and in the manner provided in 235 Illinois Compiled Statutes 5/7-5. In addition, the Mayor may revoke for cause any liquor dealer's license for violations of federal, state and local ordinance and law, including but not limited to all Village Ordinances and the Liquor Control Act of 1934 (235 ILCS 5/1-1 et al.).

When any license shall have been revoked for any cause, the licensee of the affected establishment shall not be granted a license for the period of one year thereafter for the conduct of the business of selling alcoholic liquor in the premises described in such revoked license or in any other business establishment within the city. Such revocation, however, shall not affect or apply to new or different owners of those premises, provided

that the person or persons whose license has been revoked is (are) or do (does) not remain a beneficial owner or owners or any operator or operators of said premises.

**Section 8.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-24, Sale of Kegs, of the Prospect Heights City Code, as amended, is hereby stricken in its entirety.

**Section 7.** That Title 2, Business & License Regulation, Chapter 3, Liquor Control, Section 2-3-26, Penalties, of the Prospect Heights City Code, as amended, is hereby with deletions in strikethrough and additions in bold underline text so that the same shall be read as follows:

**2-3-26: PENALTIES:**

- A. The penalties for a violation of any licensing provision of this chapter or any condition of a license issued under this chapter shall be the maximum allowed under section 7-5 of the Illinois Liquor Control Act of 1934, as amended, 235 Illinois Compiled Statutes 5/7-5.
- B. The penalty for violation of the social host provisions of this chapter shall be a fine **no less than two hundred fifty dollars (\$250.00) and** not to exceed one thousand dollars (\$1,000.00).

**Section 9.** This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Nicholas J. Helmer, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

AYES:

NAYS:

ABSENT:

Published in pamphlet form: \_\_\_\_\_, 2018

**To:** Mayor Helmer and Members of the City Council

**From:** Joe Wade, City Administrator

**Subject:** Professional Services Agreement with Azavar Audit Solutions

**Date:** February 7, 2018

**Background:**

Among the goals of the City of Prospect Heights is to ensure the proper collection of all taxes and fees of the City. This task presents challenges as the City encompasses properties with postal addresses of other communities. In order to conduct a necessary audit of these taxes and fees, outside contractual assistance is necessary.

**Analysis:**

Staff interviewed two firms which specialize in this service. Azavar is recommended. The Company will conduct an audit of taxes and fees due to the City. Payment to the Company is based upon recovered revenues. This contingency fee structure provides Azavar with 45 per cent of new revenues recovered by the audit process.

**Recommendation:**

Staff recommends this agreement with Azavar for the auditing and recovery of taxes and fees due the City of Prospect Heights.

## CONTINGENT FEE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made and entered into by and between Azavar Audit Solutions, Incorporated, an Illinois corporation having its principal place of business at 55 East Jackson Boulevard, Suite 2100, Chicago, Illinois 60604 ("Azavar"), and the City of Prospect Heights an Illinois municipal corporation having its principal place of business at 8 North Elmhurst Road, Prospect Heights, Illinois 60070 ("Customer").

### 1. SCOPE OF SERVICES

1.1 Subject to the following terms and conditions, Azavar shall provide professional computer, data audit, compliance management, and management consulting services ("Services") in accordance with the below statement of work. Azavar will render the services provided under this Agreement in a workmanlike manner in accordance with industry standards. The services and work provided shall be provided in substantial accordance with the below statements:

- (a) Azavar shall undertake a Municipal Audit Program on behalf of the Customer. As part of the Municipal Audit Program Azavar shall, on behalf of the Customer, separately review and audit each fee, ordinance, contract, franchise agreement, utility tax, locally administered taxes or fees, locally imposed occupation tax, ad valorem tax, excise tax, taxpayer, franchise fee, utility service fee, intergovernmental or other remittances to the Customer, and expense imposed by or upon the Customer within the Customer's corporate boundaries ("Audits") including, but not limited to local businesses, electric, gas, cable, telecommunications, refuse, and water providers ("Providers") on behalf of the Customer. Azavar shall review during the course of its work for the Customer, Customer ordinances, contracts, receipts, addresses and databases, including any of the aforementioned items, whether administered locally, by the state or federal government, by any other government or non-government organization, or by any other third-party, revenues relating to state and local sales/use/occupation taxes, including amusement taxes, business license/registration databases and revenue, and any other locally authorized fees and/or licenses, including liquor licenses. Azavar shall review and audit, food, beverage, and/or liquor taxes and/or fees and hotel, motel, bed, and/or transient occupancy taxes where applicable to the Customer. Azavar shall review and consult Customer on areas to enhance, increase, or maximize Customer revenues including, but not limited to, previous, existing, or new ordinances, agreements, or third-party contracts. Should the Customer own or operate its own utilities including electric, natural gas, water or other utilities, Azavar shall also review and audit the revenues, , and expenses of those Customer owned or operated utilities.
- (b) The purpose of each audit is to determine past, present, and future taxes, franchise fees, service fees, or any other recoveries, refunds, monies or revenue owed to the Customer that were not properly attributed to the Customer or were not properly paid or collected and to determine future taxes, franchise fees, and other monies owed to the Customer not previously counted so that Customer can collect these past, present, and future monies. Federal and Illinois state law, the Customer's own local ordinances and databases, and the franchise agreements, contracts or bills between Customer and Providers are used by Azavar to conduct the Audits and Azavar will present to Customer in writing during the course of the Audits findings of monies paid, due, or potentially due to the Customer for review by the Customer ("Findings"). Where already allowable by existing Customer contracts or agreements or Federal, State, or local laws or ordinances, this Agreement authorizes Azavar to correct any prospective errors and make a reasonable effort to collect monies due to the Customer under such applicable laws, local ordinances, or contracts. Azavar shall review Customer ordinances and shall present Findings to Customer to maximize Customer revenues as part of the Audits, and where such Findings requires a change into the future, Azavar will only implement such change after Customer has reviewed and agreed to in writing any such change. Customer understands that Findings may include, but are not limited to, changes to technology, organizational processes, process automation, Customer communication practices, Customer governing practices, and/or updates to local ordinances or the codification thereof. Customer agrees that any Findings, whether implemented in whole or in part by Azavar or the Customer, shall be fully compensable under Section 3 of this Agreement, including wherein the Findings require any amendments to an ordinance and wherein the ordinance is changed. Customer agrees to review any Findings within thirty (30) days.
- (c) Customer hereby represents that it is not engaged in any Audits as contemplated under this Agreement and shall therefore pay Azavar the fees set forth in this Agreement for any Findings made by Azavar. Customer agrees that it shall not initiate or engage in any Audits, changes to any ordinances related to any Audits, or execution or renewal of any contracts or franchise agreements related to any Audits as contemplated under this Agreement without Azavar's prior written consent.
- (d) In order to perform the Audits, Azavar shall require full access to Customer records and Provider records. Customer shall use its authority as necessary to assist in acquiring information and procure data from Providers. Customer agrees that it shall cooperate with Azavar, provide any documentation and records requested by Azavar, and provide continued access (prior to, during, and following any Audits) to documentation and records, and shall engage in meetings with Providers when requested by Azavar. Customer shall notify Azavar of any Provider requested meetings with Customer and shall include Azavar in said meetings.
- (e) During the course of each audit, Azavar may find that rather than being owed past due funds, the Customer owes funds erroneously paid to the Customer. In this case, Azavar will immediately terminate its participation for that specific Provider audit at no cost to the Customer and will document the error and provide the Customer with information necessary to correct the error. Azavar shall have no liability to Customer for these errors or actions arising from Azavar's or Customer's knowledge thereof.
- (f) Customer acknowledges that each Provider is a separate entity that is not controlled by Azavar and therefore Azavar cannot predict all the steps or actions that a Provider will take to limit its responsibility or liability during the audit. Should Customer negotiate, abate, cancel, amend, delay, or waive by any means all or a portion of funds identified as payable to Customer during an audit, Customer shall pay all Azavar expenses and fees on a time and materials basis for that audit in addition to any applicable contingency fees for any Findings that were identified by Azavar or by its Audits;
- (g) The first audit start date is expected to be within no later than thirty (30) days from the date of this Agreement unless changed and approved by the Customer's Audit Primary Contact and Liaison;
- (h) Each audit is expected to last at least six (6) months. Each subsequent audit will begin after payment terms and obligations have been satisfactorily met from previously completed Audits however overlapping audit work may take place at the discretion of Azavar. Audit timelines are set at the discretion of Azavar;

- (i) Audit status meetings will be held regularly via phone, email, or in person throughout the course of the Audits between Azavar and the Customer's Primary Contact and Liaison and will occur approximately every quarter;
- (j) Jason Perry, Municipal Audit Program Manager, and Azavar specialists will be auditors under this agreement. All Azavar staff or subcontractors shall be supervised by the Azavar Program Manager.

1.2 Customer agrees to provide reasonable facilities, space, desks, chairs, telephone and reasonably necessary office supplies for Consultants working on Customer's premises as may be reasonably required for the performance of the Services set forth in this Agreement and in any Exhibit hereto. Customer will assign and designate an employee to be the Audit Primary Contact and Liaison. The Customer's Audit Primary Contact and Liaison will be the final decision maker for the Customer as it relates to this audit and will meet with Azavar staff on a regular basis as necessary. Lack of participation of Customer staff, especially at critical milestones during an audit, will adversely affect the audit timeline and successful recovery of funds. Customer's staff shall be available for meetings and participation with Providers to properly verify records and recover funds.

2. **INDEPENDENT CONTRACTOR.** Azavar acknowledges and agrees that the relationship of the parties hereunder shall be that of independent contractor and that neither Azavar nor its employees shall be deemed to be an employee of Customer for any reason whatsoever. Neither Azavar nor Azavar's employees shall be entitled to any Customer employment rights or benefits whatsoever. Customer shall designate Azavar as Power of Attorney with the Illinois Department of Revenue solely for the purpose of reviewing data provided by the Illinois Department of Revenue.

3. **PAYMENT TERMS.**

3.1 Customer shall compensate Azavar the fees set forth in this agreement on a contingency basis. If applicable, Azavar shall submit an invoice to Customer on a monthly basis detailing the amounts charged to Customer pursuant to the terms of this Agreement. Any invoice not disputed in writing by Customer within thirty (30) days after the receipt of such invoice shall be considered approved by the Customer. Customer shall remit payment to Azavar in accordance with the Local Government Prompt Payment Act. If Customer defaults on payment of any invoice that is not disputed in writing by Customer within thirty (30) days after the receipt of such invoice Azavar, at its discretion, may accelerate all payments due under this Agreement and seek recovery of all estimated fees due to Azavar based on Findings. Azavar shall be entitled to recover all costs of collection including, but not limited to, finance charges, interest at the rate of one percent (1%) per month, reasonable attorney's fees, court costs, and collection service fees and costs for any efforts to collect fees from the customer. Contingency payment terms are outlined below. If Customer negotiates, abates, cancels, amends, delays, or waives, without Azavar's written consent, any tax determination or Findings that were identified by Azavar or by its Audits where such Findings were allowed under the law at the time the tax determination or Findings were made, Customer shall pay to Azavar applicable contingency fees for the total said tax determination or Findings at the rates set forth below and for the following thirty-six (36) months. If Customer later implements during the subsequent thirty-six (36) months any Findings Customer initially declined based on Azavar programs or recommendations, Azavar shall be paid by Customer its portion of the savings and/or recoveries over the following thirty-six (thirty-four months at the contingency fee rates set forth below.

3.2 Customer shall pay Azavar an amount equal to forty-five (45) percent of any new revenues or prospective funds recovered per account or per Provider for thirty-six (36) months following when funds begin to be properly remitted to the Customer. In the event Azavar is able to recover any retroactive funds, any additional savings or revenue increases for any time period, or any credits at any time, Customer will pay Azavar an amount equal to forty-five (45) percent of any retroactive funds, savings, and fair market value for any other special consideration or compensation recovered for or received by the Customer from any Provider. All contingency fees paid to Azavar are based on determinations of recovery by Azavar including Provider data and regulatory filings. All revenue after the subsequent thirty-six (36) month period for each account individually will accrue to the sole benefit of the Customer.

3.3 As it pertains to Customer expenses, utility service bill and cost Audits, Customer shall pay Azavar an amount equal to forty-five (45) percent of prospective savings approved by Customer for thirty-six (36) months following the date savings per Provider is implemented by Azavar or Customer. In the event Azavar is able to recover any refunds or any credits at any time, Customer will pay Azavar an amount equal to forty-five (45) percent of said refunds or credits recovered for or received by Customer from any Provider. All contingency fees paid to Azavar are based on determinations of savings by Azavar including Provider data and regulatory filings. All savings after the subsequent thirty-six (36) month period for each service provider individually will accrue to the sole benefit of the Customer.

4. **CONFIDENTIAL INFORMATION**

4.1 Each party acknowledges that in the performance of its obligations hereunder, either party may have access to information belonging to the other which is proprietary, private and highly confidential ("Confidential Information"). Each party, on behalf of itself and its employees, agrees not to disclose to any third party any Confidential Information to which it may have access while performing its obligations hereunder without the written consent of the disclosing party which shall be executed by an officer of such disclosing party. Confidential Information does not include: (i) written information legally acquired by either party prior to the negotiation of this Agreement, (ii) information which is or becomes a matter of public knowledge, (iii) information which is or becomes available to the recipient party from third parties where such third parties have no confidentiality obligations to the disclosing party; and (iv) information subject to disclosure under Illinois' Freedom of Information Act (5 ILCS 140/1 *et seq.*).

4.2 Azavar agrees that any work product or any other data or information that is provided by Customer in connection with the Services shall remain the property of Customer, and shall be returned promptly upon demand by Customer, or if not earlier demanded, upon expiration of the Services provided under the Statement of Work hereto.

5. **INTELLECTUAL PROPERTY**

- 5.1 No work performed by Azavar or any Consultant with respect to the Services or any supporting or related documentation therefor shall be considered to be a Work Made for Hire (as defined under U.S. copyright law) and, as such, shall be owned by and for the benefit of Azavar. In the event that it should be determined that any of such Services or supporting documentation qualifies as a "Work Made for Hire" under U.S. copyright law, then Customer will and hereby does assign to Azavar, for no additional consideration, all right, title, and interest that it may possess in such Services and related documentation including, but not limited to, all copyright and proprietary rights relating thereto. Upon request, Customer will take such steps as are reasonably necessary to enable Azavar to record such assignment. Customer will sign, upon request, any documents needed to confirm that the Services or any portion thereof is not a Work Made for Hire and/or to effectuate the assignment of its rights to Azavar.
- 5.2 Under no circumstance shall Customer have the right to distribute any software containing, or based upon, Confidential Information of Azavar to any third party without the prior written consent of Azavar which must be executed by a senior officer of Azavar.
- 5.3 Customer agrees that it shall use and participate in pilot or beta testing of Azavar developed, hosted, managed, and supported software pertaining to local government expense management, tax location management, tax filing and payment applications for locally authorized and/or administered taxes or fees, and revenue monitoring, management, and reporting software ("Azavar Software"). Customer agrees that it shall, within no more than six (6) months from the date of execution of this Agreement, provide Azavar information necessary to deploy Azavar Software, including, but not limited to, the portions of Azavar Software that provide for electronic filing and payment of locally authorized and/or administered taxes or fees such that the Azavar Software shall be available on Customer's official website and accessible to users of Customer's website in a live and secure production environment. Azavar shall provide Customer a draft ordinance, which Customer agrees to present to its locally elected body politic for consideration and adoption wherein said ordinance shall require, within no more than twelve (12) months from adoption of the ordinance ("Enactment Date"), that all locally authorized and/or administered taxes or fees supported by Azavar Software shall only be filed and paid electronically by fee or taxpayers using Azavar Software and that Customer shall only accept filing and payment of all locally authorized and/or administered taxes or fees electronically following the Enactment Date and in accordance with the terms of the then applicable End User License Agreement(s). Customer agrees that any and all such software, including Azavar Software, is the property of Azavar and that Customer will provide Azavar feedback in writing regarding the features and function of Azavar Software. Customer agrees to respond in writing within thirty (30) days to any Azavar written requests for Customer feedback pertaining to Azavar Software. Unless otherwise agreed and attached hereto as an amendment to this Agreement, Azavar shall provide Customer access and use of any Azavar provided software at no charge for a period of no less than six (6) months and not to exceed twelve (12) months, at which time Customer and Azavar shall negotiate and agree to licensing and fees.

6. **DISCLAIMER**

EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, AZAVAR DOES NOT MAKE ANY WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICES RENDERED UNDER THIS AGREEMENT OR THE RESULTS OBTAINED FROM AZAVAR'S WORK, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL AZAVAR BE LIABLE FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR INDIRECT DAMAGES, OR FOR ACTS OF NEGLIGENCE THAT ARE NOT INTENTIONAL OR RECKLESS IN NATURE, REGARDLESS OF WHETHER IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. CUSTOMER AGREES THAT AZAVAR'S LIABILITY HEREUNDER FOR DAMAGES, REGARDLESS OF THE FORM OF ACTION, SHALL NOT EXCEED THE TOTAL AMOUNT PAID FOR THE SERVICES GIVING RISE TO THE DAMAGES UNDER THE APPLICABLE ESTIMATE OR IN THE AUTHORIZATION FOR THE PARTICULAR SERVICE IF NO ESTIMATE IS PROVIDED.

7. **TERMINATION**

- 7.1 Unless earlier terminated in accordance with Section 7.2 below, this Agreement shall be effective from the date first written above and shall continue thereafter until terminated upon 90 days written notice by Customer or Azavar.
- 7.2 Termination for any cause or under any provision of this Agreement shall not prejudice or affect any right of action or remedy which shall have accrued or shall thereafter accrue to either party.
- 7.3 The provisions set forth above in Section 3 (Payment Terms), Section 4 (Confidential Information), and Section 5 (Intellectual Property) and below in Section 9 (Assignment), and Section 10 (Use of Customer Name) shall survive termination of this Agreement.

8. **NOTICES.** Any notice made in accordance with this Agreement shall be sent by certified mail or by overnight express mail:

**If to Azavar**

General Counsel  
Azavar Audit Solutions, Inc.  
55 East Jackson Boulevard, Suite 2100  
Chicago, Illinois 60604

**If to Customer**

City Attorney  
City of Prospect Heights  
8 North Elmhurst Road  
Prospect Heights, Illinois 60070

9. **ASSIGNMENT.** Neither party may assign this Agreement or any of its rights hereunder without the prior written consent of the other party hereto, except Azavar shall be entitled to assign its rights and obligations under this Agreement in connection with a sale of all or substantially all of Azavar's assets.

10. **USE OF CUSTOMER NAME.** Customer hereby consents to Azavar's use of Customer's name in Azavar's marketing materials; provided, however, that Customer's name shall not be so used in such a fashion that could reasonably be deemed to be an endorsement by Customer of Azavar unless such an endorsement is provided by customer.
11. **COMPLETE AGREEMENT.** This Agreement, along with each Statement of Work attached hereto from time to time, contains the entire Agreement between the parties hereto with respect to the matters specified herein. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision hereof. This Agreement shall not be amended except by a written amendment executed by the parties hereto. No delay, neglect or forbearance on the part of either party in enforcing against the other any term or condition of this Agreement shall either be, or be deemed to be, a waiver or in any way prejudice any right of that party under this Agreement. This Agreement shall be construed in accordance with the laws of the State of Illinois and the parties hereby consent to the jurisdiction of the courts of the State of Illinois.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate originals by their duly authorized representatives as of the date set forth below.

AZAVAR AUDIT SOLUTIONS, INC.

CUSTOMER CITY OF PROSPECT HEIGHTS, ILLINOIS

By \_\_\_\_\_

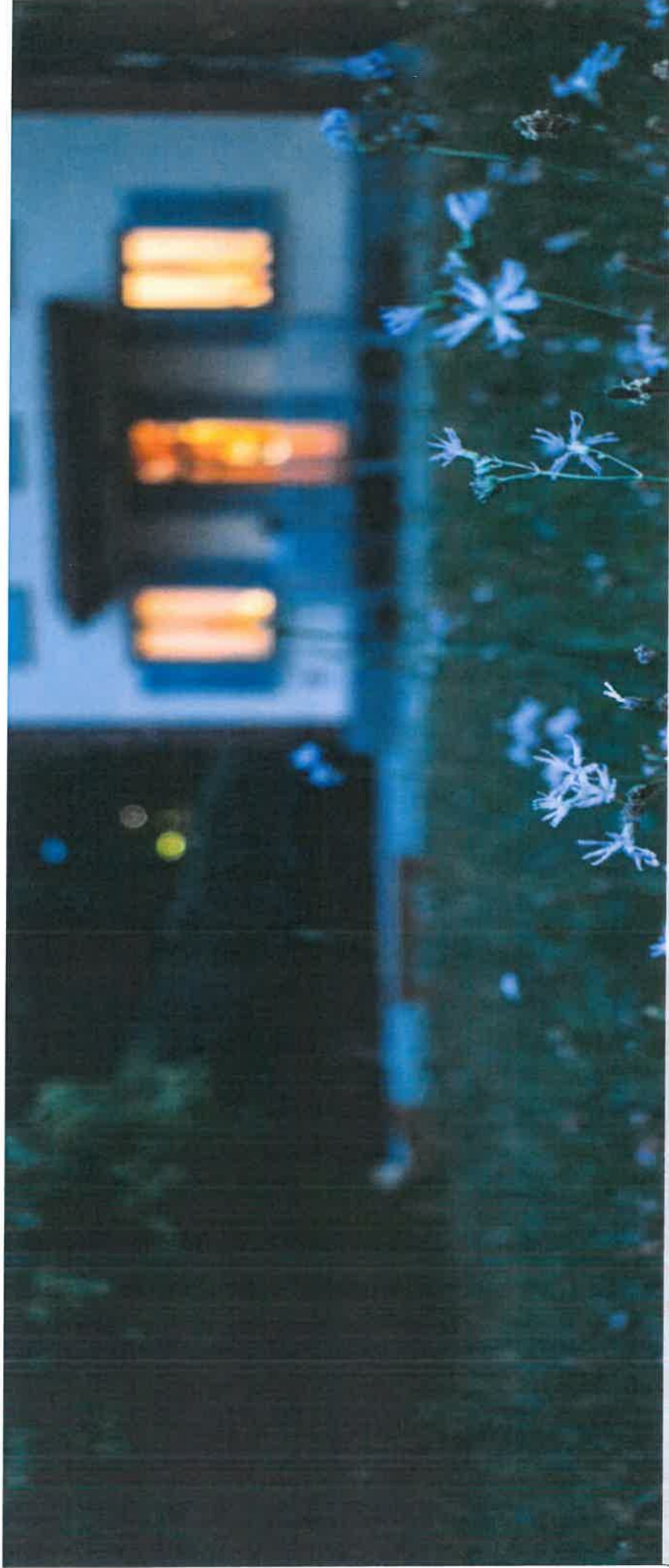
By \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



# City of Prospect Heights, Illinois



# Agenda

- Overview
- The Azavar Experience
- Revenue Maximization Program
- Azavar Municipal Software Suite
- Next Steps

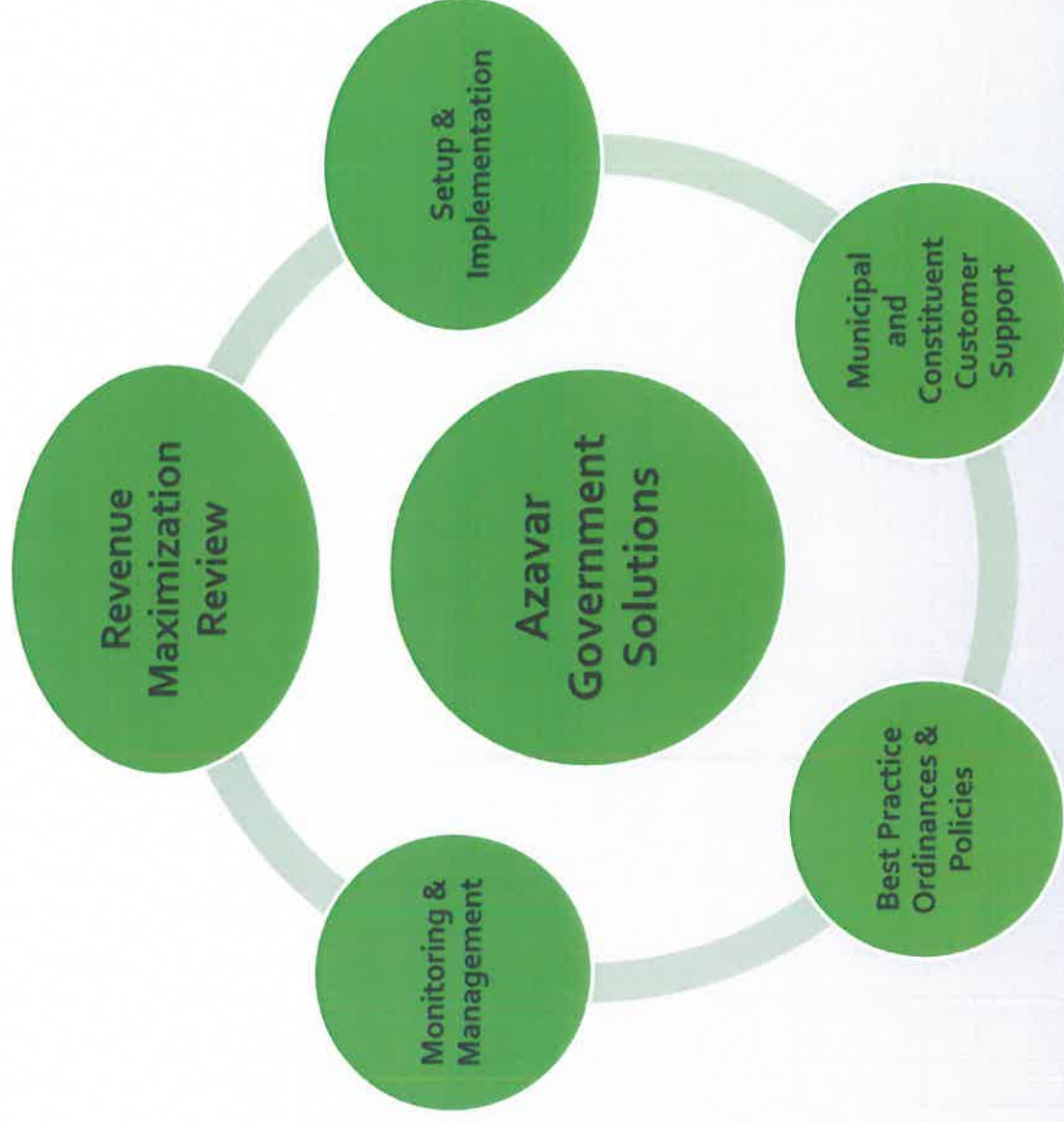
# About Azavar Government Solutions

- Established in 1996
- A fresh, innovative, out-of-the-box approach to providing a comprehensive revenue audit management program for local governments
- 40-staff headquartered off of Michigan Avenue
- Complex organizational / audit experience
- Audits conducted for more than 175 across Illinois communities, including similarly situated cities (Bloomington) across Illinois and the nation
- Technology-based audit tools used to manage complexity while ensuring accuracy
- Revenue Management Platform to help municipalities streamline processes and implement cost efficiencies

# Maximizing Recoveries for Prospect Heights

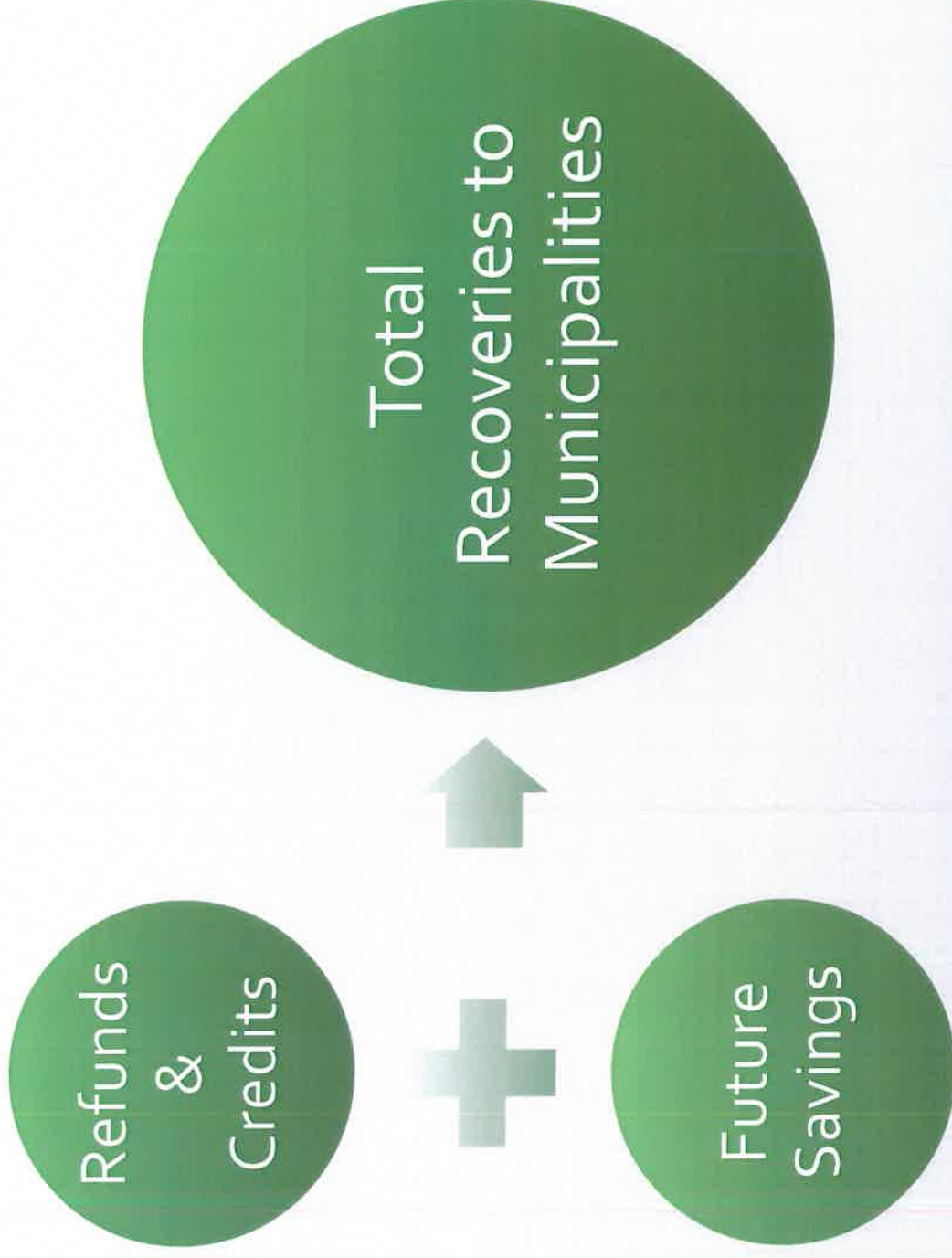
Azavar Government Solutions will maximize  
revenues for the City of Prospect Heights through  
electronic revenue reviews as delivered by our  
experienced audit team on a contingency-fee basis.

# The Azavar Experience



# AZAVAR REVENUE MAXIMIZATION PROCESS

# Comprehensive Revenue Review Program



# Azavar Government Solutions Process



# Azavar Government Solutions Revenue Management System

- Audit Project Manager
- 1 Expert Analyst assigned to each line of Revenue
- Bilingual Customer Service Representatives
- Specialized Legal Counsel
- Municipal Policy Experts
- Proprietary Electronic Review Platform
- Azavar Experts In Specific areas of taxation:
  - ✓ Utility – Gas, Electric and Telecom
  - ✓ Cable Franchise Fees
  - ✓ Food and Beverage Tax
  - ✓ Hotel /MotelTax including AirBNB
  - ✓ Sales Tax
  - ✓ Amusement Tax

# Specialized Analysis Tools

- Match Score = 100, Count: 263
- Match Score < 100, Count: 627
- × Unmatched, Count: 145



# GEOGRAPHIC ANALYSIS TOOL 2.0

Home Projects About

[Home > All Projects > Viewing Project: Glenview > Viewing List: COMED](#)

**GEOGRAPHIC ANALYSIS TOOL 2.0**  
Home Projects About

[Home > All Projects > Viewing Project: Glenview > Viewing List: Water Billing > Edit Address](#)

**EDIT ADDRESS**

|                          | Edit                 | Address | #    | Dtr | Street Name |
|--------------------------|----------------------|---------|------|-----|-------------|
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 501  |     | STH         |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 3534 |     | ARI         |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 3538 |     | ARI         |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 3712 |     | ARI         |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 3716 |     | ARI         |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1933 |     | BURRO       |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1941 |     | SURRO       |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1900 |     | BURRO       |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1417 |     | CENTRA      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1421 |     | CENTRA      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 1431 |     | CENTRA      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 2101 |     | CENTRA      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 3101 |     | CENTRA      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 240  |     | COUNTY      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 240  |     | COUNTY      |
| <input type="checkbox"/> | <a href="#">Edit</a> |         | 706  |     | ELIMGAT     |

**Original Address**  
 1502 PLYMOUTH  
 GLENVIEW, IL, 60025

**Ambiguous Address: Multiple Matches**  
 There were multiple addresses found when geocoding the above address. Please select the most likely address to use as the master address.

- ☒ 1502 Plymouth Pl, Glenview, IL 60025 (95%)
- ☐ 1502 Plymouth Ln, Glenview, IL 60025 (95%)
- ☐ None of these. Create a new master from above address.

**Use this address**

Find & Replace Selected

Physical PI

# Why Azavar Government Solutions?

- **More than 80+ Million Dollar History of Recoveries**
- Supporting Large, Local Government Organizations, As Well As More Than 175 Communities In Illinois And Other Cities Across The Nation
- Comprehensive Audit AND Revenue Admin Programs That Catches AND Collects AND Corrects AND Monitors
- Ensures Compliance through a positive taxpayer user experience as well as upgrading our application on a continual basis
- Best Practices from across the country
- Enhances Relationships With Local Businesses
- Works With Economic Development To Help Grow The Municipality
- Specializes In Local Government Without Conflict Of Interest

## Getting Started with Azavar Government Solutions

- Questions?
- Finalize Contingency & Software Agreements? What is your process?
- Revenue Review Kick-Off Meeting?



Thank You!



RUBEN'S BAR & GRILL  
5 S. Wolf Road  
Prospect Heights, Illinois 60070

February 2, 2018

City Council  
City of Prospect Heights  
8 N. Elmhurst Road  
Prospect Heights, Illinois 60070

Dear City Council Members:

Thank you for your review and consideration of our business license application.

As a summary of our business, Ruben's Bar and Grill is intended to be a full-service restaurant with an immersive video gaming experience located at 5 South Wolf Road in Prospect Heights. The restaurant is immediately adjacent to the Prospect Heights Metra Station and will offer a convenient dining option to commuters.

Ruben's is owned and operated by myself, Ruben Aviles. I have over five (5) years of experience in food and beverage management and plan to showcase some of my family's recipes at Ruben's such as menudo as a signature dish. Ruben's menu will also feature Porpusa, Tamales, Tacos and Steak Sandwiches. I have enclosed a copy of Ruben's current menu for reference.

Ruben's has a total occupancy of thirty (30). The restaurant can seat twenty-three (23) people at dining tables, six (6) people at the bar, and will also offer five (5) gaming machines.

Ruben's also intends to hire from the community and anticipates three (3) employees. At all times that Ruben's is open to the public, it will serve food and liquor and have at least three (3) employees on premises.

Please do not hesitate to contact me with any questions at all. Thank you again for your time in reviewing our business license application. I look forward to a great working relationship with the City.

Sincerely,

Ruben



CITY OF PROSPECT HEIGHTS  
8 N. Elmhurst Road  
Prospect Heights, Illinois 60070  
Telephone 847-398-6070 Ext 251  
Fax 847-392-4244

**BUSINESS LICENSE APPLICATION**

Type or print clearly. Complete both sides of application. Incomplete applications will be returned.

**BUSINESS NAME** RUBEN'S BAR & GRILL, LLC  
**d/b/a** RUBEN'S BAR & GRILL  
**Business Address** 5 South Wolf Road, Prospect Heights, Illinois 60070  
**Business Telephone** (847) 401-9401  
**Business Fax** None  
**E-mail Address** Popy504843@gmail.com

**IF SOLE OWNER:**

**Owner's Name**  
**Residence Address**  
**Residence Telephone**  
**Cell Phone**

**IF PARTNERSHIP, LIST ALL PARTNERS. IF CORPORATION, LIST PRESIDENT AND CHIEF FINANCIAL OFFICER:**

**Name** Ruben Aviles **Title** Manager  
**Residence Address** 1513 East Thayer Street, Mt. Prospect, IL 60056  
**Residence Telephone** (847) 827-1252  
**Cell Phone** (847) 401-9401

**Name** **Title**  
**Residence Address**  
**Residence Telephone**  
**Cell Phone**

**NAME, ADDRESS AND TELEPHONE NUMBER OF ON-PREMISE GENERAL MANAGER**

**Name** Ruben Aviles **Title** Manager  
**Residence Address** 1513 East Thayer Street, Mt. Prospect, IL 60056  
**Residence Telephone** (847) 827-1252  
**Cell Phone** (847) 401-9401

**TYPE OF BUSINESS** Bar and Grill

**STATE SALES TAX NUMBER (If applicable)**

**GROSS FLOOR AREA OF BUSINESS** 1,100 square feet

**TOTAL NUMBER OF EMPLOYEES:** Full-time 1 Part-time 1

I do hereby certify that the information contained in this application and addendums (if applicable) has been furnished by me and is true and correct. I understand that any untrue, inconsistent or misleading information shall be cause for the refusal to grant or the revocation of any license granted pursuant to this application. I further certify that by applying in writing for a license to operate in the City of Prospect Heights, I have read and understood my obligations under appropriate city ordinances respective to the license(s) for which I am applying. I further certify that if any of the foregoing information changes during the course of the license year, I will notify the City, in writing, within seven (7) days of such change.

**Date** 1/22/18 **Signature**  **Title** Manager

**LIST TWO PEOPLE OTHER THAN THOSE LISTED ON THE PRECEDING PAGE TO CONTACT IN CASE OF AN EMERGENCY IN THE EVENT THAT THE CITY IS UNABLE TO CONTACT THE OWNER:**

Name John Anderskow Telephone Number (847) 271-8580  
 Name Yvette Pereze Telephone Number (630) 730-7054

1. Have any of the owners or other persons listed in this application ever been convicted of a felony? ☐ Yes ☒ No
2. Has the applicant ever had any license issuances or renewal refused or revoked by any state, other municipality, governing body or licensing authority? ☐ Yes ☒ No  
 If Yes, please state the reasons for such action on a separate sheet and attach it to this application.
3. Will tobacco products be sold at your establishment? ☐ Yes ☒ No  
 If Yes, a TOBACCO DEALER LICENSE is REQUIRED – see Page 4 #26.
4. Does your business sell prepared food and/or beverages directly to the general public? ☒ Yes ☐ No  
 If Yes, a FOOD DEALER LICENSE is REQUIRED – see Page 3 #6
5. Will any coin-slot devices or vending machines (electronic games, juke box, tobacco, candy, food, soda, gumball, toy vending) be located on your premises? ☒ Yes ☐ No  
 If Yes, a LICENSE is REQUIRED FOR EACH MACHINE - see Pages 3 & 4 and list all machines.
6. Do you have any storage of flammables, paint, oil, etc.? ☐ Yes ☒ No  
 If Yes, a PAINT/OIL DEALER/FLAMMABLES LICENSE is REQUIRED – see Page 4 #20.
7. Expected date of occupancy (New business only): June 1, 2017
8. Indicate the hours of operation: 9am - Midnight Sunday through Saturday

**CITY OF PROSPECT HEIGHTS  
 2015-16 BUSINESS LICENSE  
 FOR OFFICE USE ONLY**

| Date Paid | Business License # | Coin Op Device License # | Food Handler License # | Total Fee Paid |
|-----------|--------------------|--------------------------|------------------------|----------------|
|           |                    |                          |                        |                |

\_\_\_\_\_  
 City Clerk

\_\_\_\_\_  
 Mayor

**CITY OF PROSPECT HEIGHTS  
BUSINESS LICENSE FEES**

Ruben's Bar and Grill

**Business Name**

| CATEGORY  | SECTION | LICENSE FEES   | QUANTITY | FEES DUE  |
|---|---------|--|----------|-----------|
| 1 Barber Shop/Salon/Nails   | 2-7A-2  | \$132.00 (no public washroom)<br>\$181.50 (with public washroom)   |          | \$        |
| 2 Bowling Alley   | 2-4-7B  | \$33.00 per alley  | x        | \$        |
| 3 Billiard and Pool Table   | 2-4-6   | \$15.00 first table \$10.00 each additional table  | x        | \$        |
| 4 Coin-Op Machine Owner   | 2-5-4   | \$495.00   |          | \$        |
| 5 Coin-op Proprietor  | 2-5-6   | \$66.00 per machine  | x 5      | \$330.00  |
| <p>List all amusement machine(s) and the Name, Address and Telephone Number of the Business where the machine(s) are located.</p> <p>5 Coin-op machines, located at Ruben's Bar &amp; Grill<br/>5 South Wolf Road, Prospect Heights, Illinois 60070</p>                       |         |  |          |           |
| 6 Dry Cleaners  | 2-7B-3  | \$66.00  |          | \$        |
| 7 Food Dealer   | 3-1A-3B | \$132.00   |          | \$        |
| 8 Food Establishments   | 3-1A-3A | 1-2 employees \$132.00<br>3-4 employees \$198.00<br>5-7 employees \$297.00<br>8-10 employees \$495.00<br>11 or more \$660.00 |          | \$ 132.00 |
| 9 Food Processing   | 3-1A-3G | \$132.00   |          | \$ 132.00 |
| 10 Food Refrigeration Plants  | 3-1A-3F | \$132.00   |          | \$        |
| 11 Food Service Vehicles  | 3-1A-3D | \$132.00   |          | \$        |
| 12 Food Vending Machines  | 3-1A-3H | \$88.00 per machine  | x        | \$        |
| <p>List all food vending machine(s) and the Name, Address and Telephone Number of the Business where the machine(s) are located. For example: 4 - Soda Machines @ PH Warehouse, 99999 Main St, Prospect Heights, 847-555-1234.</p>  |         |  |          |           |
| 13 Frozen Dessert Establishments  | 3-1A-3E | \$132.00   |          | \$        |
| 14 Gumball or Toy Vending Machines  | 3-1A-3K | \$ .01 - \$.49 \$22.00 per machine<br>\$0.50+ \$38.50 per machine  | x<br>x   | \$<br>\$  |
| <p>List all gumball/toy vending machine(s) and the Name, Address and Telephone Number of the Business where the machine(s) are located. For example: 4 - \$0.25 gumball machines &amp; 2 - \$0.50 stickers @ PH Warehouse, 99999 Main St, Prospect Heights, 847-555-1234.</p> |         |  |          |           |



**CITY OF PROSPECT HEIGHTS, ILLINOIS  
APPLICATION FOR NEW RETAIL LIQUOR DEALERS LICENSE**

Date 01/22/18  
Application for term ending April 30, 20\_\_

Business Name Ruben's Bar & Grill  
Business Address 5 South Wolf Road, Prospect Heights, Illinois  
Telephone # (847) 401-9401  
Applicant Name Ruben's Bar & Grill, LLC  
Applicant Address 1513 East Thayer Street  
City, State and Zip Code Mount Prospect, IL 60056  
Telephone # (847) 401-9401  
Name of Property Owners Nariman Solhkhah  
Address of Property Owners 283 8th Street, Unit 1B  
City, State and Zip Code Wheeling, Illinois 60090  
Leasing Agent \_\_\_\_\_  
Address of Leasing Agent \_\_\_\_\_  
City, State and Zip Code \_\_\_\_\_  
Telephone # \_\_\_\_\_ Date lease expires October 31, 2018  
Attach copy of executed lease. ☒ Limited Liability Company  
Is applicant: \_\_\_\_\_ Individual \_\_\_\_\_ Corporation \_\_\_\_\_ Co-partnership  
If applicant is an individual Date of birth 04/09/1948 Place of birth Puerto Rico  
Married: \_\_\_\_\_ Single: \_\_\_\_\_ Divorced: X  
How long a resident of Prospect Heights: N/A  
At what local address: N/A  
Telephone # (847) 401-9401  
Is applicant a citizen of the United States: Yes  
If a naturalized citizen, state date and place of naturalization: \_\_\_\_\_  
If applicant is a corporation, list names and addresses, city and state and percentage of all shareholders:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Date of incorporation: N/A  
Objects for which corporation are formed:  
N/A

Name of Manager or Agent: Ruben Aviles

Address of Manger or Agent: 1513 East Thayer Street

City, State and Zip Code: Mount Prospect, IL 60056

Telephone # (847) 401-9401

Does the Manager or Agent possess the qualifications required to obtain State and Local Licenses to operate an alcoholic liquor business? Yes

If a co-partnership, list names and addresses of all persons entitled to share in the profits:

\_\_\_\_\_

Has any individual organization, association or agent thereof directly or indirectly paid, or agreed to pay, for this license? Yes \_\_\_\_\_ No X

If yes, give particulars, including names and addresses:

\_\_\_\_\_

Is the location of applicant's business for which license is sought within 100 feet of any church, school, hospital, home for the aged or indigent persons or for veterans, their wives or children, or any military or naval station? Yes \_\_\_\_\_ No X

Has any individual, organization, association or agent thereof directly or indirectly advanced money or anything else of value, or any credit (other than merchandise credit) in the ordinary course of business for a period not to exceed ninety (90) days or is such a person directly or indirectly involved in the ownership or conduct of the operation of the business? Yes \_\_\_\_\_ No X

If yes, give particulars including names and addresses:

\_\_\_\_\_

\_\_\_\_\_

Is applicant licensed as a food dispenser? No

If yes, give type and number of licenses. \_\_\_\_\_

As an individual, have you or your manager, ever been convicted of a gambling offense? No

If yes, explain: \_\_\_\_\_

As an individual, have you or your manager ever been issued a Federal Gaming Device Stamp, or a Federal Wagering Stamp? No

If a corporation has any officer, manager or director holding more than 20% of the stock of such corporation, ever been convicted of a gambling offense? No

If yes, explain: \_\_\_\_\_

If a corporation, has any officer, manager or director thereof holding more than 20% of the stock of such corporation, ever been issued a Federal Gaming Device Stamp or Federal Wagering Stamp? No

If a co-partnership, have you or any of the partners or agents ever been convicted of a felony or a misdemeanor? No

If yes, explain: \_\_\_\_\_

Does the owner, manager or any principal hold any law enforcement office or a position as an elected or appointed public official? No If yes, designate title: \_\_\_\_\_

Has applicant ever made similar application for a similar or other license on premises other than described in this application: Yes \_\_\_\_\_ No X

If yes, list: \_\_\_\_\_

If yes, state disposition of such application: \_\_\_\_\_

Has applicant ever had a previous license revoked, suspended or fined for a liquor violation by a local government or by any State or subdivision thereof? No

If yes, explain:

Is applicant disqualified to receive a license by reason of any matter or thing construed by this ordinance, the laws of this State or other ordinances of this City? No

Does applicant agree not to violate any laws of the State of Illinois, the United States of America, or any of the ordinances of the City of Prospect Heights in the conduct of his/her place of business?  
Agreed

Is the applicant familiar with and does the applicant possess copy of the Liquor Control Regulations of the City of Prospect Heights, County of Cook and State of Illinois? Yes

Attach a copy of the floor plan and plot plan of the premises, must include dimensions. Bar(s) and liquor service areas must be indicated.

It is understood that the acceptance and depositing of the \$ 100.00 fee per-applicant herein tendered does not constitute acceptance of the liquor license application. If this application should for any reason be rejected, the \$100.00 application fee is non-refundable.

## CITY OF PROSPECT HEIGHTS POLICE DEPARTMENT

## LIQUOR LICENSE APPLICATION

|  |   |   |  |   |   |  |                                     |
|--|---|---|--|---|---|--|-------------------------------------|
| NAME (Last)<br>Aviles  |   | (First)<br>Ruben  |  | (M.I.)  |   | <input type="checkbox"/> Male<br><input type="checkbox"/> Female | HOME PHONE NUMBER<br>(847) 827-1252 |
| ADDRESS<br>1513 East Thayer Street   |   | CITY<br>Mount Prospect, IL 60056  |  | STATE   |   | BUSINESS PHONE NUMBER<br>(847) 401-9401                          |                                     |
| DATE OF BIRTH<br>04/09/1948  | AGE<br>69   | PLACE OF BIRTH  | ARE YOU A CITIZEN<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO                 | NATURALIZED<br><input type="checkbox"/> YES <input type="checkbox"/> NO |   | NATURALIZATION NUMBER  |                                     |
| PLACE OF NATURALIZATION<br>Puerto Rico   |   | DATE OF NATURALIZATION  |  | SOCIAL SECURITY NUMBER<br>358-38-7971                                   |   | DRIVER'S LICENSE NUMBER<br>A142-7204-8102                        |                                     |
| MARITAL STATUS<br><input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED<br><input checked="" type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED |   | IF PRESENTLY MARRIED, HAVE YOU EVER BEEN DIVORCED<br><input type="checkbox"/> YES <input type="checkbox"/> NO |  |   |   |  |                                     |
| NAME AND ADDRESS OF PREVIOUS SPOUSE<br>6510 Overhill, Chicago, IL  |   | SPOUSE'S EMPLOYMENT (Name of Company)   |  |   |   | (Address)  |                                     |
| SPOUSE'S MAIDEN NAME (Last)<br>Manzlo  |   | (First)<br>Gladys   |  | (M.I.)  |   | NUMBER OF CHILDREN<br>one  |                                     |
| LAST RESIDENCES FOR PAST TEN YEARS<br>ADDRESS  |   | CITY  |  | STATE OR COUNTRY  |   | FROM (Mo.) (Year)  | TO (Mo.) (Year)                     |
| 1513 East Thayer Street, Mount. Prospect, IL 60056   |   |   |  |   |   |  |                                     |
| LIST PRESENT AND PREVIOUS PLACES OF EMPLOYMENT FOR THE PAST TEN YEARS  | PLACE OF EMPLOYMENT<br>City of Chicago  | LENGTH OF EMPLOYMENT<br>TO (Month) (Year)   | TYPE OF WORK<br>Water Dept.  |   | IMMEDIATE SUPERVISOR<br>Pat Richardson  |  |                                     |
|  | ADDRESS   | TO (Month) (Year)   | YOUR POSITION<br>Asst. Chief Engineer  |   | EMPLOYER'S PHONE NUMBER<br>(312) 744-3730                                       |  |                                     |
|  | PLACE OF EMPLOYMENT   | TO (Month) (Year)   | TYPE OF WORK   |   | IMMEDIATE SUPERVISOR  |  |                                     |
|  | ADDRESS   | TO (Month) (Year)   | YOUR POSITION  |   | EMPLOYER'S PHONE NUMBER   |  |                                     |
|  | PLACE OF EMPLOYMENT   | TO (Month) (Year)   | TYPE OF WORK   |   | IMMEDIATE SUPERVISOR  |  |                                     |
|  | ADDRESS   | TO (Month) (Year)   | YOUR POSITION  |   | EMPLOYER'S PHONE NUMBER   |  |                                     |
|  | Name (Last)   | (First)   | (M.I.)   |   | OCCUPATION  |  |                                     |
|  | ADDRESS   | CITY  | STATE  |   | PHONE NUMBER  |  |                                     |
|  | Name (Last)   | (First)   | (M.I.)   |   | OCCUPATION  |  |                                     |
|  | ADDRESS   | CITY  | STATE  |   | PHONE NUMBER  |  |                                     |
| LIST THREE NON-RELATIVE REFERENCES WHO HAVE KNOWN YOU FOR NOT LESS THAN FIVE YEARS   | Name (Last)   | (First)   | (M.I.)   |   | OCCUPATION  |  |                                     |
|  | ADDRESS   | CITY  | STATE  |   | PHONE NUMBER  |  |                                     |
|  | Name (Last)   | (First)   | (M.I.)   |   | OCCUPATION  |  |                                     |
|  | ADDRESS   | CITY  | STATE  |   | PHONE NUMBER  |  |                                     |
| NAME OF PREMISES FOR WHICH LICENSE WILL APPLY<br>Ruben's Bar & Grill   |   |   |  |   |   | PHONE NUMBER   |                                     |
| ADDRESS OF PREMISES<br>5 South Wolf Road, Prospect Heights, Illinois   |   |   |  | NAME AND ADDRESS OF LESSOR OF PROOF OF OWNERSHIP                        |   |  |                                     |
| AGENT'S NAME AND ADDRESS   |   |   | RENTAL AGREEMENT   |   | LENGTH OF LEASE   |  |                                     |
| DO PREMISES COMPLY WITH  | CLEAR VIEW REQUIREMENTS<br><input type="checkbox"/> YES <input type="checkbox"/> NO | PROPER LIGHTING<br><input type="checkbox"/> YES <input type="checkbox"/> NO                                   | ADEQUATE WASHROOMS FACILITIES FOR BOTH SEXES<br><input type="checkbox"/> YES <input type="checkbox"/> NO |   | DRAM SHOP INSURANCE<br><input type="checkbox"/> YES <input type="checkbox"/> NO | DRAM SHOP INSURANCE  |                                     |
| LIST EXISTING RETAIL LIQUOR LICENSES HELD BY APPLICANT<br>(Name of Premises) (Address) (City) (State)  |   |   |  |   |   |  |                                     |
| LIST PAST RETAIL LIQUOR HELD BY APPLICANT<br>(Name of Premises) (Address) (City) (State)   |   |   |  |   |   |  |                                     |

# **LICENSE APPLICATION**

**PAGE 2**

**DOES APPLICANT OR ANY RELATIVE OF APPLICANT NOW HOLD (OR EVER HELD) ANY BUSINESS LICENSE -- IF SO, LIST**  
 (Name of Licensee) (Relationship) (Location) (Type)

**IF APPLICANT OR ANY RELATIVE HAS EVER HAD A LICENSE REVOKED - EXPLAIN**

**LIST ALL INDIVIDUAL, COMPANIES, AMUSEMENT OR MACHINE VENDORS AND BEVERAGE HOUSES WHO HAVE LOANED OR HOLD MORTGAGES FOR THIS BUSINESS**  
 (Name) (Address) (Account Number) (Amount)

**IMPORTANT: A CORPORATION MUST INCLUDE AS EMPLOYEES ALL OFFICERS OR DIRECTORS WHO RECEIVE COMPENSATION. THIS INCLUDES AN INDIVIDUAL LICENSEE WHETHER OR NOT HE DRAWS A SALARY.**

|  |  |  |   |   |
|--|--|--|---|---|
| Will Licensee employ more than four persons<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | Are there any agreements for sharing of profits<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | Do you maintain a listing of all stockbrokers<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | Do you contemplate sharing profits with others later<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | Have all interested parties in this application been fingerprinted<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
|--|--|--|---|---|

**LIST ALL EXISTING AND/OR CONTEMPLATED AGREEMENTS FOR SHARING OF PROFITS EITHER ON THE BASIS OF SHARES OF STOCK OWNED OR SHARES OF PROFITS SET FORTH IN ARTICLES OF PARTNERSHIP.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**LIST BELOW ALL ARREST RECORDS OF APPLICANT AND STOCKHOLDERS/PROFIT SHARERS**

| ARRESTEE | CHARGE | DISPOSITION | DATE OF ARREST |
|----------|--------|-------------|----------------|
|          |        |             |                |
|          |        |             |                |
|          |        |             |                |
|          |        |             |                |

**LIST BELOW YOUR INVESTMENT AS WELL AS ALL LENDING PERSONS AND/OR AGENCIES, SUCH AS BANKS, AMUSEMENT DEVICE OR MACHINE VENDORS, BEVERAGE HOUSES, ETC. WHO HAVE GIVEN FINANCIAL AID TO THIS VENTURE.**

| SOURCES OF FINANCES | NAME | ADDRESS | ACCOUNT NUMBER | AMOUNT LOANED |
|---------------------|------|---------|----------------|---------------|
|                     |      |         |                |               |
|                     |      |         |                |               |
|                     |      |         |                |               |
|                     |      |         |                |               |

I \_\_\_\_\_ on \_\_\_\_\_ do hereby state that the information furnished by me on this questionnaire is true and correct to the best of my knowledge and belief. I am aware that any falsification makes me liable under penalty and can result in the denial of my application or revocation of any license issued as a consequence of my misstatements. Furthermore, I am familiar with the laws governing the retail sale of alcohol.

**CITY OF PROSPECT HEIGHTS, ILLINOIS  
APPLICATION FOR NEW RETAIL LIQUOR DEALERS LICENSE**

Date 01/22/2018  
Application for term ending April 30, 20\_\_

Business Name Ruben's Bar & Grill  
Business Address 5 South Wolf Road, Prospect Heights, Illinois  
Telephone # (847) 401-9401  
Applicant Name Ruben's Bar & Grill, LLC  
Applicant Address 1513 East Thayer Street  
City, State and Zip Code Mount Prospect, IL 60056  
Telephone # (847) 401-9401  
Name of Property Owners Nariman Solhkhah  
Address of Property Owners 283 8th Street, Unit 1B  
City, State and Zip Code Wheeling, Illinois 60090  
Leasing Agent \_\_\_\_\_  
Address of Leasing Agent \_\_\_\_\_  
City, State and Zip Code \_\_\_\_\_  
Telephone # \_\_\_\_\_ Date lease expires October 31, 2018  
Attach copy of executed lease. ☒ Limited Liability Company  
Is applicant: \_\_\_\_\_ Individual \_\_\_\_\_ Corporation \_\_\_\_\_ Co-partnership  
If applicant is an individual Date of birth 04/09/1948 Place of birth Puerto Rico  
Married: \_\_\_\_\_ Single: \_\_\_\_\_ Divorced: X  
How long a resident of Prospect Heights: N/A  
At what local address: N/A  
Telephone # (847) 401-9401  
Is applicant a citizen of the United States: Yes  
If a naturalized citizen, state date and place of naturalization: \_\_\_\_\_  
If applicant is a corporation, list names and addresses, city and state and percentage of all shareholders:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Date of incorporation: N/A  
Objects for which corporation are formed:  
N/A

Name of Manager or Agent: Ruben Aviles

Address of Manger or Agent: 1513 East Thayer Street

City, State and Zip Code: Mount Prospect, IL 60056

Telephone # (847) 401-9401

Does the Manager or Agent possess the qualifications required to obtain State and Local Licenses to operate an alcoholic liquor business? Yes

If a co-partnership, list names and addresses of all persons entitled to share in the profits:

Has any individual organization, association or agent thereof directly or indirectly paid, or agreed to pay, for this license? Yes \_\_\_\_\_ No X

If yes, give particulars, including names and addresses:

Is the location of applicant's business for which license is sought within 100 feet of any church, school, hospital, home for the aged or indigent persons or for veterans, their wives or children, or any military or naval station? Yes \_\_\_\_\_ No X

Has any individual, organization, association or agent thereof directly or indirectly advanced money or anything else of value, or any credit (other than merchandise credit) in the ordinary course of business for a period not to exceed ninety (90) days or is such a person directly or indirectly involved in the ownership or conduct of the operation of the business? Yes \_\_\_\_\_ No X

If yes, give particulars including names and addresses:

Is applicant licensed as a food dispenser? No

If yes, give type and number of licenses.

As an individual, have you or your manager, ever been convicted of a gambling offense? No

If yes, explain:

As an individual, have you or your manager ever been issued a Federal Gaming Device Stamp, or a Federal Wagering Stamp? No

If a corporation has any officer, manager or director holding more than 20% of the stock of such corporation, ever been convicted of a gambling offense? No

If yes, explain:

If a corporation, has any officer, manager or director thereof holding more than 20% of the stock of such corporation, ever been issued a Federal Gaming Device Stamp or Federal Wagering Stamp? No

If a co-partnership, have you or any of the partners or agents ever been convicted of a felony or a misdemeanor? No

If yes, explain: \_\_\_\_\_

Does the owner, manager or any principal hold any law enforcement office or a position as an elected or appointed public official? No If yes, designate title: \_\_\_\_\_

Has applicant ever made similar application for a similar or other license on premises other than described in this application: Yes \_\_\_\_\_ No X

If yes, list: \_\_\_\_\_

If yes, state disposition of such application: \_\_\_\_\_

Has applicant ever had a previous license revoked, suspended or fined for a liquor violation by a local government or by any State or subdivision thereof? No

If yes, explain:

Is applicant disqualified to receive a license by reason of any matter or thing construed by this ordinance, the laws of this State or other ordinances of this City? No

Does applicant agree not to violate any laws of the State of Illinois, the United States of America, or any of the ordinances of the City of Prospect Heights in the conduct of his/her place of business?  
Agreed

Is the applicant familiar with and does the applicant possess copy of the Liquor Control Regulations of the City of Prospect Heights, County of Cook and State of Illinois? Yes

Attach a copy of the floor plan and plot plan of the premises, must include dimensions. Bar(s) and liquor service areas must be indicated.

It is understood that the acceptance and depositing of the \$ 100.00 fee per-applicant herein tendered does not constitute acceptance of the liquor license application. If this application should for any reason be rejected, the \$100.00 application fee is non-refundable.

## CITY OF PROSPECT HEIGHTS POLICE DEPARTMENT

## LIQUOR LICENSE APPLICATION

|  |           |   |  |   |  |  |                                     |
|--|-----------|---|--|---|--|--|-------------------------------------|
| NAME (Last)<br>Aviles  |           | (First)<br>Ruben  |  | (M.I.)  |  | <input type="checkbox"/> Male<br><input type="checkbox"/> Female | HOME PHONE NUMBER<br>(847) 827-1252 |
| ADDRESS<br>1513 East Thayer Street   |           | CITY<br>Mount Prospect, IL 60056  |  | STATE   |  | BUSINESS PHONE NUMBER<br>(847) 401-9401                          |                                     |
| DATE OF BIRTH<br>04/09/1948  | AGE<br>69 | PLACE OF BIRTH  | ARE YOU A CITIZEN<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | NATURALIZED<br><input type="checkbox"/> YES <input type="checkbox"/> NO |  | NATURALIZATION NUMBER  |                                     |
| PLACE OF NATURALIZATION<br>Puerto Rico   |           | DATE OF NATURALIZATION  |  | SOCIAL SECURITY NUMBER<br>358-38-7971                                   |  | DRIVER'S LICENSE NUMBER<br>A142-7204-8102                        |                                     |
| MARITAL STATUS<br><input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED<br><input checked="" type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED |           | IF PRESENTLY MARRIED, HAVE YOU EVER BEEN DIVORCED<br><input type="checkbox"/> YES <input type="checkbox"/> NO |  |   |  |  |                                     |
| NAME AND ADDRESS OF PREVIOUS SPOUSE<br>6510 Overhill, Chicago, IL  |           | SPOUSE'S EMPLOYMENT (Name of Company)<br>(Address)  |  |   |  |  |                                     |
| SPOUSE'S MAIDEN NAME (Last)<br>Manzlo  |           | (First)<br>Gladys   |  | (M.I.)  |  | NUMBER OF CHILDREN<br>one  |                                     |
| LAST RESIDENCES FOR PAST TEN YEARS<br>ADDRESS  |           | CITY  |  | STATE OR COUNTRY  |  | FROM (Mo.) (Year)  | TO (Mo.) (Year)                     |

1513 East Thayer Street, Mount. Prospect, IL 60056

|   |  |   |                                       |   |
|---|--|---|---------------------------------------|---|
| LIST PRESENT AND PREVIOUS PLACES OF EMPLOYMENT FOR THE PAST TEN YEARS | PLACE OF EMPLOYMENT<br>City of Chicago | LENGTH OF EMPLOYMENT<br>TO (Month) (Year) | TYPE OF WORK<br>Water Dept.           | IMMEDIATE SUPERVISOR<br>Pat Richardson    |
|   | ADDRESS                                | TO (Month) (Year)                         | YOUR POSITION<br>Asst. Chief Engineer | EMPLOYER'S PHONE NUMBER<br>(312) 744-3730 |
|   | PLACE OF EMPLOYMENT                    | TO (Month) (Year)                         | TYPE OF WORK                          | IMMEDIATE SUPERVISOR                      |
|   | ADDRESS                                | TO (Month) (Year)                         | YOUR POSITION                         | EMPLOYER'S PHONE NUMBER                   |
|   | PLACE OF EMPLOYMENT                    | TO (Month) (Year)                         | TYPE OF WORK                          | IMMEDIATE SUPERVISOR                      |
|   | ADDRESS                                | TO (Month) (Year)                         | YOUR POSITION                         | EMPLOYER'S PHONE NUMBER                   |
|   | Name (Last) (First) (M.I.)             | OCCUPATION                                |                                       |   |
|   | ADDRESS CITY STATE                     | PHONE NUMBER                              |                                       |   |
|   | Name (Last) (First) (M.I.)             | OCCUPATION                                |                                       |   |
|   | ADDRESS CITY STATE                     | PHONE NUMBER                              |                                       |   |

NAME OF PREMISES FOR WHICH LICENSE WILL APPLY  
Ruben's Bar & Grill

ADDRESS OF PREMISES

5 South Wolf Road, Prospect Heights, Illinois

NAME AND ADDRESS OF LESSOR OF PROOF OF OWNERSHIP

AGENT'S NAME AND ADDRESS

RENTAL AGREEMENT

LENGTH OF LEASE

|                         |   |   |  |   |                     |
|-------------------------|---|---|--|---|---------------------|
| DO PREMISES COMPLY WITH | CLEAR VIEW REQUIREMENTS<br><input type="checkbox"/> YES <input type="checkbox"/> NO | PROPER LIGHTING<br><input type="checkbox"/> YES <input type="checkbox"/> NO | ADEQUATE WASHROOMS FACILITIES FOR BOTH SEXES<br><input type="checkbox"/> YES <input type="checkbox"/> NO | DRAM SHOP INSURANCE<br><input type="checkbox"/> YES <input type="checkbox"/> NO | DRAM SHOP INSURANCE |
|-------------------------|---|---|--|---|---------------------|

LIST EXISTING RETAIL LIQUOR LICENSES HELD BY APPLICANT  
(Name of Premises)

(Address)

(City)

(State)

LIST PAST RETAIL LIQUOR HELD BY APPLICANT

(Name of Premises)

(Address)

(City)

(State)

# LICENSE APPLICATION

PAGE 2

DOES APPLICANT OR ANY RELATIVE OF APPLICANT NOW HOLD (OR EVER HELD) ANY BUSINESS LICENSE -- IF SO, LIST  
(Name of Licensee) (Relationship) (Location) (Type)

IF APPLICANT OR ANY RELATIVE HAS EVER HAD A LICENSE REVOKED - EXPLAIN

LIST ALL INDIVIDUAL, COMPANIES, AMUSEMENT OR MACHINE VENDORS AND BEVERAGE HOUSES WHO HAVE LOANED OR HOLD MORTGAGES FOR THIS BUSINESS  
(Name) (Address) (Account Number) (Amount)

IMPORTANT: A CORPORATION MUST INCLUDE AS EMPLOYEES ALL OFFICERS OR DIRECTORS WHO RECEIVE COMPENSATION. THIS INCLUDES AN INDIVIDUAL LICENSEE WHETHER OR NOT HE DRAWS A SALARY.

Will Licensee employ more than four persons ☐ YES ☒ NO  
Are there any agreements for sharing of profits ☐ YES ☒ NO  
Do you maintain a listing of all stockbrokers ☐ YES ☒ NO  
Do you contemplate sharing profits with others later ☐ YES ☒ NO  
Have all interested parties in this application been fingerprinted ☐ YES ☒ NO

LIST ALL EXISTING AND/OR CONTEMPLATED AGREEMENTS FOR SHARING OF PROFITS EITHER ON THE BASIS OF SHARES OF STOCK OWNED OR SHARES OF PROFITS SET FORTH IN ARTICLES OF PARTNERSHIP.

- 1.
- 2.
- 3.
- 4.
- 5.

LIST BELOW ALL ARREST RECORDS OF APPLICANT AND STOCKHOLDERS/PROFIT SHARERS

| ARRESTEE | CHARGE | DISPOSITION | DATE OF ARREST |
|----------|--------|-------------|----------------|
|          |        |             |                |
|          |        |             |                |
|          |        |             |                |
|          |        |             |                |

LIST BELOW YOUR INVESTMENT AS WELL AS ALL LENDING PERSONS AND/OR AGENCIES, SUCH AS BANKS, AMUSEMENT DEVICE OR MACHINE VENDORS, BEVERAGE HOUSES, ETC, WHO HAVE GIVEN FINANCIAL AID TO THIS VENTURE.

| SOURCES OF FINANCES | NAME | ADDRESS | ACCOUNT NUMBER | AMOUNT LOANED |
|---------------------|------|---------|----------------|---------------|
|                     |      |         |                |               |
|                     |      |         |                |               |
|                     |      |         |                |               |
|                     |      |         |                |               |

*[Signature]* on 01-22-2018 do hereby state that the information furnished by me on this questionnaire is true and correct to the best of my knowledge and belief. I am aware that any falsification makes me liable under penalty and can result in the denial of my application or revocation of any license issued as a consequence of my misstatements. Furthermore, I am familiar with the laws governing the retail sale of alcohol.

## PROSPECT HEIGHTS POLICE DEPARTMENT

TO THE APPLICANT:

READ THE FOLLOWING ITEMS CAREFULLY AND INDICATE YOUR AWARENESS OF THEM BY SIGNING BELOW:

Article XXVI, Rule 26, of the Illinois Liquor Commission, Rules and Regulations, pertains to uniform record keeping and employees of a retail liquor dealer, all retail liquor dealers must conduct their business within the provisions of this rule, failure to comply with these rules may result in revocation of license.

Illinois Liquor Control Commission, Chapter 1, Section 100.20 states that in the sale, distribution or delivery of alcoholic liquors, no retail alcoholic liquor licensee may employ, with or without compensation or in any way directly or indirectly, use the services of a minor.

Chapter 96, Article 4, of the Illinois revised statutes states that no person or persons shall conduct or transact business in this state under an assumed name(s), corporate or otherwise, unless such person shall file in the office of the County Clerk a certificate setting forth the name(s) under which said business is to be conducted.

Article 1, Paragraph 12, (6) of the Liquor Control Act states that premises where liquor is manufactured, distributed, or sold must be open for inspection by the Illinois Liquor Control Commission and/or "Any Administrative Department of the State, County and Municipal Governments, County and City Police Department, etc."

No retail liquor dispenser may employ a manager without first filing a "Statement of Manager" with the City Collector, the length of time a person may act as manager has no bearing on this requirement, the manager must possess the same qualifications as the licensee.

Chapter 3 Section 2-3-18 (b-1) City Code provides that no licensee or any employee of a licensee shall:

- A. Solicit, induce or request any patron of the licensed establishment to purchase any alcoholic or non-alcoholic beverage for himself or any other employee of the licensee establishment;
- or
- B. Section 2-3-18 (B-2) City Code prohibits any licensee from knowingly serving any employee any alcoholic or non-alcoholic beverage which was purchased by any patron.

Chapter 3 Section 2-3-18 (B-5) City Code provides that the licensee shall not permit employees engaging in prohibited practices to remain on premises. No licensee, manager or barkeeper of a licensed establishment solicits, induces or requests a patron to purchase an alcoholic or non-alcoholic beverage for any employee. Nothing in this ordinance prohibits the above activities where the patron and employee are related by blood or marriage.

Pinball, bagatelle or pigeonhole games are permitted with appropriate licensing as provided by the City Code of Prospect Heights.

Refusal to cooperate with any investigation pertaining to the licensed premises could result in suspension or revocation of the license issued for operation of subject location.

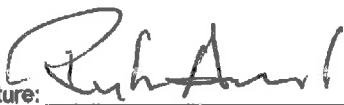
I have read the foregoing:

Date: 01/22/2018

Signature of Applicant: 

Ruben Aviles

Please provide any additional information or explain any questions in more detail that you feel would assist us in processing your application.

Signature:   
Ruben Aviles

Date: 01-22-2018

**PROSPECT HEIGHTS POLICE DEPARTMENT**

Investigation Division

Date 01-22-2018

**APPLICANT'S ACKNOWLEDGEMENT**

TO THE APPLICANT: Ruben Aviles 5 South Wolf Road  
(Name) (Location)

Read the following items carefully and indicate your awareness of them by signing below:

I realize that I am responsible to produce the necessary books, records, papers, lease, bank accounts, checking accounts, loan papers, divorce decree, alien card, naturalization papers, dram shop insurance or any other necessary documents that the investigator may deem necessary to complete a thorough and comprehensive investigation.

I further realize that any attempt by me to stall, hinder, circumvent, or any way deceive the investigator from the truth is sufficient to disapprove the said license application.

I further realize that any attempt by me to sway or influence the investigator's decision in performing his sworn duties, by means of gratuities or any form of bribery, will result in an arrest and prosecution, and denial of the application.

I, the undersigned, have read and understand the aforementioned article and do hereby affix my signature to said document.

Applicant:   
Ruben Aviles

Applicant: \_\_\_\_\_

Witnessed by: 

Witnessed by: 

**RESOLUTION NO. R-18-04****RESOLUTION APPOINTING A REPRESENTATIVE AND ALTERNATE TO  
THE GOVERNING BOARD OF THE  
NORTH SUBURBAN EMPLOYEE BENEFIT COOPERATIVE**

**WHEREAS**, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and the Illinois Intergovernmental Cooperation Act (Illinois Compiled Statutes) provide that units of local governments may contract with one another to perform any activity authorized by law and with corporations in any manner not prohibited by law; and

**WHEREAS**, said Illinois Intergovernmental Cooperation Act specifically provides that units of local government may join together for the purpose of establishing self-insurance programs; and

**WHEREAS**, the City is a member in good standing of the North Suburban Employee Benefit Cooperative ("NSEBC"), a self-insurance program formed under the Illinois Intergovernmental Cooperation Act;

**WHEREAS**, the City as a member of the NSEBC is required to appoint one Representative and one Alternate to the Board; and

**WHEREAS**, the Representative to the Board shall have the authority to take actions and cast votes regarding the administration and lawful activities of the NSEBC; and

**WHEREAS**, the Mayor and City Council of the City ("Corporate Authorities") find that **Peter P. Falcone** has the required qualifications to be the Representative to the NSEBC Board for the City and will fulfill all duties and responsibilities of that role; and

**WHEREAS**, the Mayor and City Council of the City ("Corporate Authorities") find that **Joseph Wade** has the required qualifications to be the Alternate to the NSEBC Board for the City in the absence of the Representative and will fulfill all duties and responsibilities of that role; and

**NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Prospect Heights, Cook County, Illinois, as follows:**

**SECTION 1.** Then the Preamble to this Resolution is adopted by this reference as if fully set forth herein.

**SECTION 2.** That the Corporate Authorities hereby support and consent to the appointment of **Peter P. Falcone** as Representative to the Board of the North Suburban Employee Benefit Cooperative; and

SECTION 3. That the Corporate Authorities hereby support and consent to the appointment of **Joseph Wade** as Alternate to the Board of the North Suburban Employee Benefit Cooperative; and

SECTION 4. This Resolution shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED this 12th day of February, 2018.

---

Nicholas J. Helmer, Mayor

ATTEST:

---

City Clerk

AYES:

NAYS:

ABSENT:



# City of Prospect Heights

Department of Building & Zoning  
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 211-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

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## MEMORANDUM

Date: February 6, 2018  
To: Mayor Helmer and Alderman  
cc: Joe Wade, City Administrator  
From: Patrick J. Glenn, P.E., Acting City Engineer  
Subject: Resolution Appropriating Motor Fuel Tax (MFT) Funds  
Fiscal Year Ending April 30, 2018

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### BACKGROUND:

The expenditure of MFT funds requires the approval and supervision of the Illinois Department of Transportation. The first step for the municipality is a resolution which appropriates MFT funds for one or more purposes typically covering one fiscal year.

The attached Resolution appropriates \$50,000 in MFT funds for the purchase of road salt for 2017-18. This is in the 2017-18 City Budget as item 11-300-5632.

Upon adoption of the Resolution, the City Clerk should provide four certified original copies that can be delivered to IDOT for approval.

### ACTION:

Staff recommends City Council approves passage of Resolution R-18-05 for the appropriation of Motor Fuel Taxes for the purchase of road salt for 2017-2018.



Resolution for Maintenance  
Under the Illinois Highway Code



Resolution Number

**R-18-05**

Resolution Type

Original

Section Number

18-00000-00-GM

BE IT RESOLVED, by the Council of the City of  
Governing Body Type Local Public Agency Type  
Prospect Heights Illinois that there is hereby appropriated the sum of  
Name of Local Public Agency  
Fifty Thousand Dollars ( \$50,000.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from

05/01/17 to 04/30/18  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Prospect Heights  
Local Public Agency Type Name of Local Public Agency  
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Wendy Morgan-Adams City Clerk in and for said City  
Name of Clerk Local Public Agency Type Local Public Agency Type  
of Prospect Heights in the State of Illinois, and keeper of the records and files thereof, as  
Name of Local Public Agency  
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of Prospect Heights at a meeting held on 02/26/18  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this Day day of Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer  
Department of Transportation

Date



|                         |          |
|-------------------------|----------|
| Maintenance Period<br>g | Ending   |
| 7                       | 04/30/18 |

[illegible]

|   |               |
|---|---------------|
| Preliminary Engineering                             | \$0.00        |
| Engineering Inspection                              | \$0.00        |
| Material Testing                                    | \$0.00        |
| Advertising   | \$0.00        |
| Bridge Inspections                                  | \$0.00        |
| <b>Total Estimated Maintenance Engineering Cost</b> | <b>\$0.00</b> |

|   | Estimated Cost | MFT Portion | Other Funds        |
|---|----------------|-------------|--------------------|
| Maint Oper                              | \$50,000.00    | \$50,000.00 | \$0.00             |
| Maint Eng                               | \$0.00         | \$0.00      | \$0.00             |
| Totals                                  | \$50,000.00    | \$50,000.00 | \$0.00             |
| <b>Total Estimated Maintenance Cost</b> |                |             | <b>\$50,000.00</b> |

Date \_\_\_\_\_



# City of Prospect Heights

Department of Public Works  
401 Piper Lane, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 264 -FAX: 847/459-0618  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

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## MEMORANDUM

Date: 2/5/2018  
To: Joe Wade  
Cc: Peter Falcone  
From: Mark W. Roscoe, Superintendent of Public Works  
Subject: Backhoe Replacement – Water Department

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Joe,

In the budget for this fiscal year is \$135,000 for the replacement of the Public Works backhoe. This machine is used for digging deep holes and trenches for water main repairs and section replacements. It is also used for storm pipe and sewer dig requirements. Our current unit is a 1991 Ford 655C Xtra-tator. This has been a good machine but now with 27 years of use it is tired. Replacement parts are no longer produced and if it has a major failure it will have little trade or resale value.

I have researched and obtained quotes from different vendors offering comparable equipment. The 1991 Ford has proven to be a good fit for the tasks and projects we have worked over the years. The mechanical specifics were the baseline criteria for a replacement. Prices below are the total expense after trade in-

—Caterpillar- Patten Cat - \$109,835.00  
—John Deere- West Side Tractor \$95,802.50  
—Case – McCann Industries - \$93,556.96

After reviewing each quote and comparing equipment, service, reliability reports, and price I recommend the purchase of the Case 580 Super N from McCann Industries. I have attached Cover sheets for each machine reviewed. There are a couple equipment options that were not part of the original quote. I expect that will be around \$4,800. I am asking for approval to purchase this replacement backhoe with accessories not to exceed \$100,000.

Thank You,

*Mark W. Roscoe*

Mark W. Roscoe  
Public Works Superintendent  
City of Prospect Heights  
847-398-6070 x 264



CASE  
580 Super N

McCann  
Insurance

#111,056.96

- Tax 817,500

\$93,556.96

### The New CASE 580 "Super N" Loader Backhoe

"Super" is a title that has to be earned. The Tier 4 Final 580 Super N does just that. Expanding on the rock-solid reputation of previous generations, the Super N offers more of what makes the 580N great. More horsepower. More breakout. More loader strength. More lifting power. More attachment versatility. And now with an SCR (Selective Catalytic Reduction) solution and new ECO-mode, power and efficiency are better than ever. All that and an impressive list of other performance-enhancing features are why the 580 Super N more than lives up to "super".

**Productivity** - The 580 Super N offers superior performance on both the backhoe and loader side of the machine. Our exclusive over-center backhoe design helps reduce material spillage during roading, and for even greater comfort, choose the Ride Control or speed selectable Auto-Ride Control (4WD ONLY) options. Operators can also customize their forward/reverse transitions with the industry-exclusive Smart-Clutch modulation. Side-mounted, high-intensity, flex lights provide superior jobsite visibility at night. Plus, SiteWatch™ comes standard to help track, manage and optimize machine performance.

**Fuel Efficiency** - CASE chose an SCR (Selective Catalytic Reduction) Tier 4 Final solution to meet emissions regulations without sacrificing strength. That's because SCR is an after-treatment system. It lets the engine breathe easier and run at peak performance, which translates to maximum power. Plus, SCR is simple. No regeneration. No new filters. Just pour a little DEF

(Diesel Exhaust Fluid) and go. Additional fuel efficiency options include auto-idle, auto-shutdown and ECO-mode, which provides full power to the backhoe while in neutral.

**Comfort and Visibility** - Operators will be able to easily communicate to their spotter and enjoy superior cross-ventilation in a large cab with rear-quarter windows that open. Floor-to-ceiling glass provides excellent visibility to trenches and spoil piles. Making sure every operator is comfortable, CASE offers their traditional foot swing control, two-lever controls, or pilot controls for operating the backhoe. CASE pilot controls feature unlimited adjustments fore/aft, tilt in/out, and full surface adjustable wrist rests. The fully integrated loader control lever puts operation at the operator's fingertips for faster response times, and our Comfort Steer™ option cuts lock-to-lock steering wheel rotations in half to help reduce operator fatigue when loading, stockpiling and backfilling.

**Serviceability** - Maximize uptime with simple and efficient daily maintenance. Swing-out coolers and ground-level hydraulic test ports are easily accessible while a flip-up hood, spin-on filters, grouped service points and serviceable axles without complete disassembly make routine upkeep easy. And with the SCR solution, there's no filter to maintain or replace.

**\$117,360.00 - Base Price - Case 580SN - 4WD**

\$ 1,717.00 - 4WD Powershift S-Type Trans.

\$ 3,657.00 - Backhoe Aux. Hydraulics - Combo Direct w/Pilot Controls

\$ 847.00 - Cold Start Dual Battery

\$ 1,357.00 - Ride Control - Auto Ride Control

\$ 9,561.00 - Cab, 2 Door with Heat & AC

\$ 232.00 - RADIO AM/FM/MP3

\$ N/C - Standard Cab Light Package - (4) Front, (4) Rear, and (2) Adjustable Side Lights

\$ 237.00 - Rotating Beacon — *Sales*

\$ 23.00 - Mech. Susp, Cloth, w/ Armrests

\$ 1,309.00 - Loader - Aux. Hyd. & Pilot Controls

\$ 3,962.00 - Loader - Hydraulic Quick Attach

\$ 1,252.00 - 24" Universal H.D. Backhoe Bucket

\$ 2,766.00 - Integrated Backhoe Coupler, Hyd. Pin and Release from the Cab

\$ 422.00 - Heavy Front CWT, Extendahoe

\$ 6,386.00 - Extendahoe (EHOE)

\$ 345.00 - 19.5LX24, 10PR STD

\$ N/C - 12x16.5, 10PR lug tread

\$ 172.00 - Tool box

\$ 816.00 - Stabilizer Pads - Flip Over/Stabilizer Pads Combo

\$ 171.00 - Gripper teeth Extension - Gripper Teeth Extension

**\$152,592.00 - Total Case Factory List Pricing**

**( 56,459.04) - Less NJPA Discount**

\$ 96,132.96 - Sub-Total #1

\$ 962.00 - Dealer Set-Up

\$ 1,555.00 - Factory Freight

\$ 595.00 - Tech Training

\$ 375.00 - Thumb Drive Service Manual, Parts, Operators Instruction Book

\$ 2,735.00 - Q.C. - 93" (1.3 YD³) GP BUCKET Equipped with Replaceable Cutting Edge.

~~\$~~ 6,287.00 - Q.C. - 82" (1 YD³) HD 4X1 BUCKET with Replaceable Cutting Edges

\$ 3,263.00 - Q.C. - 48" Pallet Forks

~~\$~~ 1,677.00 - 48" Backhoe Ditching Bucket w-Bolt-On Edge

\$ 475.00 - Local Delivery

**\$114,056.96 - Sub-Total #2**

( 3,000.00) - Less Case Direct Discount – If Elected  
\$111,056.96 - Sub-Total #3  
( 17,500.00) - Less Trade-In of (1) 1993 Ford/New Holland 655 Backhoe  
~~\$ 93,556.96~~ - Total Delivered Price

Dennis J. Tovar, Territory Manager - Heavy Equipment Group  
McCann Industries, Inc. - Cell 630-774-8830

CASE  
3 of 3



**JOHN DEERE**



**MARK ROSCOE  
PROSPECT HEIGHTS, CITY OF  
401 PIPER LANE**

**PROSPECT HEIGHTS, IL  
8473986070**

**December 14, 2017**

*\$105,802.50  
- Trade 10,000.  
95,802.50*

|   |
|---|
| <b>2018 John Deere 310L Backhoe Loader</b>  |
| <b>NJPA Cooperative Contract 032515-JDC</b> |

*All the prices in the detailed sections are Per machine basis.*

**Machine Configuration**

| Code              | Description                   | Qty | Unit Price           |
|-------------------|-------------------------------|-----|----------------------|
| 0A60T             | 310L BACKHOE LOADER           | 1   | 113,484.00           |
| 1065              | ENGINE FT4                    | 1   | 7,037.00             |
| 170C              | JD LINK 5YR TEMP LICENSE 50HR | 1   | IN BASE              |
| 2035              | CAB STANDARD                  | 1   | 11,662.00            |
| 2401              | DECAL ENG W/ENG PACKET        | 1   | IN BASE              |
| 3065              | AXLE MFWD W/LIMITED SLIP      | 1   | 954.00               |
| 4462              | GALAXY 19L TIRES BIAS         | 1   | -                    |
| 5285              | CONTROL PILOT                 | 1   | 2,594.00             |
| 5400              | COUPLER LESS                  | 1   | IN BASE              |
| 5500              | BUCKET BHO LESS               | 1   | IN BASE              |
| 6020              | DIPPER EXTENDABLE             | 1   | 9,436.00             |
| 6240              | HYD REAR AUX W/TWO WAY FLOW   | 1   | 2,786.00             |
| 7075              | LDR DUAL LEVER W/AUX          | 1   | 1,799.00             |
| 7600              | LESS COUPLER BUCKET W/PINS    | 1   | IN BASE              |
| 8415              | COUNTERWEIGHT BUMPER          | 1   | 217.00               |
| 8685              | BATTERY DUAL W/JUMP POST      | 1   | 529.00               |
| 9045              | EXHAUST CHROME EXTENSION      | 1   | 173.00               |
| 9060              | MIRROR INTERIOR FRONT VIEW    | 1   | 80.00                |
| 9080              | HEATER COOLANT ENGINE 110VT   | 1   | 167.00               |
| 9116              | ROOF W/LED LIGHTS             | 1   | 1,025.00             |
| 9210              | CONSOLE LEFT HAND W/CUP HOLD  | 1   | 79.00                |
| 9515              | OIL SAMPLING PORTS            | 1   | 201.00               |
| 9917              | RADIO BASIC PACKAGE           | 1   | 850.00               |
| 9919              | SUN VISOR                     | 1   | 92.00                |
| 9920              | MIRRORS EXTERIOR REAR VIEW    | 1   | 334.00               |
| 9965              | SEAT AIR SUSPENSION CLOTH     | 1   | 490.00               |
| <b>List Price</b> |                               |     | <b>\$ 153,989.00</b> |

*JD  
10/2*

|           |     |    |           |
|-----------|-----|----|-----------|
| Discount  | 47% | \$ | 72,374.83 |
| Net Price |     | \$ | 81,614.17 |

#### Custom Jobs

| Code         | Description   | Qty | Price        |
|--------------|---|-----|--------------|
|              | Dlr provide Pre-Delivery Inspection, Supplies and Fuel Fill | 1   | 1,250.00     |
|              | Dealer Provided Delivery                                    | 1   | 600.00       |
|              | Labor for field installed kits                              | 1   | -            |
| Ext Warranty | • 36 Mths - 3000 Hr Extended PT+H Warranty Machine Only     | 1   | 905.56       |
| 0            | JRB HYDRAULIC LOADER COUPLER                                | 1   | 3,066.67     |
| 0            | JRB 4-N-1 BUCKET  | 1   | 6,502.22     |
| 0            | JRB 60" CONSTRUCTION FORKS                                  | 1   | 3,045.56     |
| 0            | WAIN ROY XLS COUPLER  | 1   | 1,357.00     |
| 0            | WAIN ROY 18" BUCKET   | 1   | 842.00       |
| 0            | WAIN ROY 24" BUCKET   | 1   | 986.00       |
| 0            | INSTALL COUPLERS/BUCKETS                                    | 1   | 3,888.89     |
| 0            | TEST AND MAINTENANCE CD                                     | 1   | 944.44       |
| Total Price  |   |     | \$ 23,388.33 |

#### Quote Summary (per unit)

| Item Description             | Prices         |
|------------------------------|----------------|
| Machine Net Price            | \$ 81,614.17   |
| Custom Jobs                  | \$ 23,388.33   |
| Price per Machine            | \$ 105,002.50  |
| Destination                  | Freight Charge |
| Wauconda, IL 60084           | \$ 800.00      |
| Total Net Price Quantity (1) | \$ 105,802.50  |

#### Less Trade-in

|                                |              |
|--------------------------------|--------------|
| 1991 Ford 655C with 2973 hours | 10,000.00    |
| Net Price less Trade-Ins       | \$ 95,802.50 |

#### Warranty Terms

310L includes • 12 Months STANDARD Full Machine Warranty  
 • 36 Mths - 3000 Hr Extended PT+H Warranty Machine Only

#### Remarks:

Please note that this quote is valid for 30 days. Purchase cards are accepted -- a 3% transaction fee will be calculated into the PO total for the credit card invoice payment.

Chris Mazzoni - Sales Representative West Side Tractor Sales - (847) 526-7700 • Fax (847) 526-3565 -  
 Cmazzonei@westsidetractorsales.com

JD  
2 of 2



Quote 115589-01

December 5, 2017

CITY OF PROSPECT HEIGHTS  
CITY HALL  
8 NORTH ELMHURST ROAD  
PROSPECT HEIGHTS  
Illinois  
60070

Attention: MARK ROSCOE

Dear Mark,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

**CATERPILLAR MODEL: 420F2 HRC BACKHOE LOADER**

STOCK NUMBER: TBO      SERIAL NUMBER: TBO      YEAR: 2018

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me. In closing, we do greatly appreciate this opportunity to earn your business. We are confident that our products, backed by our unparalleled product support after the sale, will exceed your expectations.

Sincerely,

*Drew Stahl*

Drew Stahl  
Machine Sales Representative

*PATTEN  
CAT  
420F2  
Backhoe*

*\$118,835  
- trade  
9,000*

*\$109,835*

*MARK  
ROSCOE  
CITY OF  
PROSPECT  
HEIGHTS*

*CAT*  
Page 1 of 4

**CATERPILLAR MODEL: 420F2 HRC BACKHOE LOADER****STANDARD EQUIPMENT**

**BOOMS, STICKS, AND LINKAGES** - 14'4" Center pivot excavator style - backhoe - Pilot operated joystick hydraulic - controls with pattern changer valve - Pilot operated stabilizer controls - Boom transport lock - Swing transport lock - Street pads stabilizer shoes - Anti-drift hydraulics - (Boom, Stick and E-Stick) - Cat Cushion Swing (tm) system - Bucket level indicator - Lift cylinder brace - Return-to-dig (auto bucket positioner) - Self-leveling loader with single lever - control - Transmission neutralizer switch - Single Tilt Loader

**POWERTRAIN** - Cat C4.4, 74.5KW (Net 92HP / 69kW) - Direct Injection Turbo Charged Engine, with ACERT technology. US EPA Tier4 Final Emissions Compliant with Selective Catalytic Reduction(SCR) - Water separator with service indicator - Thermal starting aid system - Eco mode - A dry-type axial seal air cleaner with - integral Precleaner, automatic dust ejection system and filter condition - indicator - Hydraulically boosted multi-plate wet - disk brake with dual pedals and interlock - Differential lock - Drive-line parking brake - High Ambient Cooling Package - Torque converter - Transmission-four speed synchro mesh - with power shuttle and neutral safety - switch - Spin-on fuel, engine oil and transmission oil filters - Outboard planetary rear axles - Open Circuit Breather -

**HYDRAULICS** - Load sensing, variable flow system - with 43 GPM axial piston pump - 6 micron hydraulic filter - O-ring face seal hydraulic fittings - Caterpillar XT-3 hose - Hydraulic oil cooler - Pilot control shutoff switch - PPPC, Flow-sharing hydraulic valves - Hydraulic suction strainer

**ELECTRICAL** - 12 volt electrical start - 150 ampere alternator - Horn and Backup Alarm - Hazard flashers/turn signals - Halogen head lights (4) - Halogen rear flood lights (4) - Stop and tail lights - Audible system fault alarm - Key start/stop system - 880 CCA maintenance free battery - Battery disconnect switch - External/Internal power receptacles(12v) - Diagnostic ports for engine and machine Electronic Control Modules - Remote jump start connector

**OPERATOR ENVIRONMENT** - Lighted gauge group - Interior rearview mirror - ROPS canopy, Rear Fenders - 2-inch retractable seat belt - Tilt steering column - Steering knob - Hand and foot throttle - Automatic Engine Speed Control - One Touch Low Idle - Floor mat and Coat Strap - Lockable storage area - Air suspension seat

**OTHER STANDARD EQUIPMENT** - Hydrostatic power steering - Standard Storage Box - Transport tie-downs - Ground line fill fuel tank with 44 gallon capacity - Ground line fill diesel exhaust fluid - tank with 5 gallon capacity - Rubber impact strips on radiator guards - Bumper - CD-ROM Parts Manual - Backhoe Safety Manual - Operations and Maintenance Manual - Lockable hood - Tire Valve Stem Protection - Long Life Coolant -30C (-20F) - Padlocks (3 on IT)

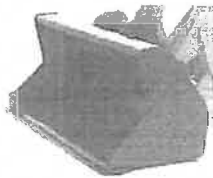


CPT  
Page 2 of 4

## MACHINE SPECIFICATIONS

| Description                      | Reference No |
|----------------------------------|--------------|
| 420F2 BHL IT, TIER 4, HRC        | 450-8450     |
| BELT, SEAT, 2" SUSPENSION        | 206-1747     |
| COUNTERWEIGHT, 1015 LBS          | 337-9696     |
| TIRES, 12.5 80/19.5L-24, GY      | 379-2161     |
| RADIO & CD PLAYER, BLUETOOTH     | 387-6598     |
| FAN, DELUXE CAB                  | 387-6682     |
| RIDE CONTROL                     | 398-2681     |
| LINES, COMBINED AUX, E-STICK     | 398-2853     |
| COLD WEATHER PACKAGE, 120V HRC   | 398-2882     |
| PLATE GROUP - BOOM WEAR          | 423-7607     |
| INSTRUCTIONS, ANSI               | 430-9944     |
| SEAT, DELUXE FABRIC              | 433-4806     |
| HYDRAULICS, MP, 6FCN/8BNK, IT    | 450-8533     |
| LINES, HYD COUPLER 14FT E-STICK  | 450-8578     |
| PT, 4WD, AUTOSHIFT               | 450-8616     |
| CAB, DELUXE                      | 450-8683     |
| AIR CONDITIONER, T4              | 450-8715     |
| STICK, EXTENDABLE, 14FT          | 450-8730     |
| ENGINE, 74.5KW, C4.4 ACERT, T4F  | 450-8757     |
| COUPLING, QD, THREADED WITH CAPS | 456-3390     |
| WORKLIGHTS (8) HALOGEN LAMPS     | 491-6734     |
| STABILIZER PADS, FLIP-OVER       | 9R-6007      |
| PACK, DOMESTIC TRUCK             | 0P-0210      |
| LANE 2 ORDER                     | 0P-9002      |
| SERIALIZED TECHNICAL MEDIA KIT   | 421-8926     |
| PRODUCT LINK, CELLULAR, PL641I   | 447-0049     |
| SHIPPING/STORAGE PROTECTION      | 461-6839     |
| RUST PREVENTATIVE APPLICATOR     | 462-1033     |
| BUCKET-GP, 1.31 CYD, IT          | 251-1800     |
| CUTTING EDGE, TWO PIECE, WIDE    | 9R-5320      |
| COUPLER, PG, HYD, DUAL LOCK      | 361-1200     |
| BUCKET-HD, 24", 6.2 CFT          | 219-3387     |
| BUCKET PINS                      | 318-9902     |

BUCKET-GP, 1.31 CYD, IT



COUPLER, PG, HYD, DUAL LOCK



BUCKET-HD, 24", 6.2 CFT



CAT  
Page 3 of 4

|                             |               |
|-----------------------------|---------------|
| 2018 Caterpillar List Price | \$158,436.00  |
| FREIGHT & DEALER PREP       | \$1,060.00    |
| USA GOVERNMENTAL DISCOUNT   | (\$51,496.00) |
| SALES TAX EXEMPT (0%)       | \$0.00        |
| After Tax Balance           | \$108,000.00  |

**WARRANTY**

Standard Warranty: 12 Months/Unlimited Hours Full Machine

**F.O.B./TERMS**

City of Prospect Heights Yard

**ADDITIONAL CONSIDERATIONS**

Options to Add Governmental Extended Warranties: You have the option to add extended machine warranty. We can tailor these options available to you however you want. Just tell us what you need and we will do our best to meet or exceed your expectations. Here are just a few examples of some Extended Warranty options:

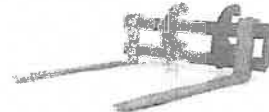
36 Months or 3,000 Hours Premier Add \$2,620.00

36 Months or 3,000 Hours Powertrain &amp; Hydraulics Add \$830.00

Some exclusion applies, Please contact your Patten Sales Representative for complete details.

ADD

Optional Caterpillar IT WL/BHL 48" Pallet Forks  
Your Price if Purchased With The Machine **\$2,950.00**



ADD

Optional Caterpillar WL Multi Purpose Bucket  
Your Price if Purchased With The Machine **\$1,850.00**  
**THIS AMOUNT ADDED AFTER REMOVAL OF GP BUCKET**  
**TO ADD THIS BUCKET PLUS GP BUCKET PLEASE ADD \$6,185.00**



ADD

Optional Caterpillar BHL 18" Heavy Duty Bucket  
Your Price if Purchased With The Machine **\$1,200.00**



- Delivery is 16-19 Weeks

Accepted by \_\_\_\_\_ on \_\_\_\_\_

Signature



# **Bid Documents, Contracts and Specifications**

## **Closed Circuit Television (CCTV) of Sanitary Sewers in City**

for the

## **City of Prospect Heights, Illinois**

Prepared by:



625 Forest Edge Drive  
Vernon Hills, Illinois 60061  
(847) 478-9700

GHA Project No. 4755.026  
February 2018

**CITY OF PROSPECT HEIGHTS  
INVITATION FOR BIDS**

Sealed bids for the Closed Circuit Television of sanitary sewers in the City will be received at the City Hall, 8 N. Elmhurst Road, Prospect Heights, Illinois 60070 until 10 A.M. local time, Monday, March 12, 2018. All Bids will be publicly opened at that time and read aloud.

Bid Specifications and Contract Documents may be obtained, beginning on February 19, 2018 at Gewalt Hamilton Associates, Inc., the Village Engineer for Prospect Heights, located at 625 Forest Edge Drive, Vernon Hills, IL 60061. A non-refundable fee of \$20.00 is required for the contract documents.

Envelopes are to be marked **"Sealed Bid for the CCTV of Sanitary Sewers."**

RETURN WITH BID



**Illinois Department  
of Transportation**

**Local Public Agency  
Formal Contract Proposal**

|                       |          |          |
|-----------------------|----------|----------|
| PROPOSAL SUBMITTED BY |          |          |
| Contractor's Name     |          |          |
| Street                | P.O. Box |          |
| City                  | State    | Zip Code |

STATE OF ILLINOIS

COUNTY OF Cook  
City of Prospect Heights  
 (Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF  
 STREET NAME OR ROUTE NO. Various Locations in City  
 SECTION NO. N/A  
 TYPES OF FUNDS Local

☒ SPECIFICATIONS (required)

☐ PLANS (required)

|  |
|--|
| <p><b>For Municipal Projects</b><br/>         Submitted/Approved/Passed</p> <p><input type="checkbox"/> Mayor <input type="checkbox"/> President of Board of Trustees <input type="checkbox"/> Municipal Official</p> <p>_____</p> <p>Date</p> |
|--|

|  |
|--|
| <p><b>Department of Transportation</b><br/> <input type="checkbox"/> Released for bid based on limited review</p> <p>_____</p> <p>Regional Engineer</p> <p>_____</p> <p>Date</p> |
|--|

|  |
|--|
| <p><b>For County and Road District Projects</b><br/>         Submitted/Approved</p> <p>_____</p> <p>Highway Commissioner</p> <p>_____</p> <p>Date</p><br><p>Submitted/Approved</p> <p>_____</p> <p>County Engineer/Superintendent of Highways</p> <p>_____</p> <p>Date</p> |
|--|

**Note:** All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

# RETURN WITH BID

## NOTICE TO BIDDERS

County Cook  
 Local Public Agency Prospect Heights  
 Section Number N/A  
 Route Various locations

Sealed proposals for the improvement described below will be received at the office of City Hall,  
8 N. Elmhurst Road, Prospect Heights, Illinois 60070 until 10:00 AM on March 12, 2018  
 Address Time Date

Sealed proposals will be opened and read publicly at the office of City Hall  
8 N. Elmhurst Road, Prospect Heights, Illinois 60070 at 10:00 AM on March 12, 2018  
 Address Time Date

## DESCRIPTION OF WORK

Name CCTV of Sanitary Sewers in City Length: 116,000 feet ( 22 miles)  
 Location Various locations  
 Proposed Improvement CCTV of sanitary sewers along with cleaning as approved by the City

1. Plans and proposal forms will be available in the office of Gewalt Hamilton Associates  
625 Forest Edge Drive, Vernon Hills, Illinois 60061  
 Address
2. ☒ Prequalification  
 If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority and one original with the IDOT District Office.
3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.
4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:
  - a. BLR 12200: Local Public Agency Formal Contract Proposal
  - b. BLR 12200a Schedule of Prices
  - c. BLR 12230: Proposal Bid Bond (if applicable)
  - d. BLR 12325: Apprenticeship or Training Program Certification (do not use for federally funded projects)
  - e. BLR 12326: Affidavit of Illinois Business Office
5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.
6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.
7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.
8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.
9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

# RETURN WITH BID

## PROPOSAL

County Cook  
 Local Public Agency Prospect Heights  
 Section Number N/A  
 Route Various locations

1. Proposal of CCTV of Sanitary Sewers in City

for the improvement of the above section by the construction of CCTV of sanitary sewers

a total distance of 196,000 feet, of which a distance of 116,000 feet, ( 22 miles) are to be improved.

2. The plans for the proposed work are those prepared by n/a  
~~and approved by the Department of Transportation on~~ n/a
3. The specifications referred to herein are those prepared by the Department of Transportation and designated as "Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications and Recurring Special Provisions" thereto, adopted and in effect on the date of invitation for bids.
4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Recurring Special Provisions" contained in this proposal.
5. The undersigned agrees to complete the work within \_\_\_\_\_ working days or by October 31, 2018 unless additional time is granted in accordance with the specifications.
6. A proposal guaranty in the proper amount, as specified in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals, will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the specifications, made payable to:  
The City of Prospect Heights Treasurer of \_\_\_\_\_  
 The amount of the check is 5% of total bid ( \_\_\_\_\_ ).
7. In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties, which would be required for each individual proposal. If the proposal guaranty check is placed in another proposal, it will be found in the proposal for: Section Number n/a.
8. The successful bidder at the time of execution of the contract will be required to deposit a contract bond for the full amount of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed that the Bid Bond or check shall be forfeited to the Awarding Authority.
9. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
10. A bid will be declared unacceptable if neither a unit price nor a total price is shown.
11. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this contract.
12. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12200a, the work shall be in accordance with the requirements of each individual proposal for the multiple bid specified in the Schedule for Multiple Bids below.

## RETURN WITH BID

### SCHEDULE OF PRICES

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item.

#### A. UNIT PRICES

Complete Tables As Indicated

##### BASE BID

| <u>Unit Price Item</u>                          | <u>Unit</u> | <u>Approximate<br/>Number<br/>of Units</u> | <u>Price<br/>Per Unit</u> | <u>Extension</u> |
|---|-------------|--|---------------------------|------------------|
| CCTV Inspection of Sewer, 8" to 18"<br>Diameter | LF          | 116,000                                    |                           |                  |
| Light Duty Cleaning, 8" to 18"                  | LF          | 106,000                                    |                           |                  |
| Heavy Duty Cleaning, 8" to 18"                  | LF          | 10,000                                     |                           |                  |
| Traffic Control & Protection (Special)          | LS          | 1.0  |                           |                  |

TOTAL BASE BID CONTRACT PRICE (the sum of the extensions):

|                               |
|-------------------------------|
| _____ Dollars and _____ Cents |
| (in writing) (in writing)     |
| _____ Dollars and _____ Cents |
| (in figures) (in figures)     |

## RETURN WITH BID

### CONTRACTOR CERTIFICATIONS

|                     |                   |
|---------------------|-------------------|
| County              | Cook              |
| Local Public Agency | Prospect Heights  |
| Section Number      | N/A               |
| Route               | Various locations |

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.
2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.
4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart I of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.

RETURN WITH BID

SIGNATURES

County Cook  
Local Public Agency Prospect Heights  
Section Number N/A  
Route Various locations

(If an individual)

Signature of Bidder \_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_

(If a partnership)

Firm Name \_\_\_\_\_

Signed By \_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inset Names and Addressed of All Partners



(If a corporation)

Corporate Name \_\_\_\_\_

Signed By \_\_\_\_\_

President

Business Address \_\_\_\_\_  
\_\_\_\_\_

Insert Names of Officers



President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

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



## RETURN WITH BID

|              |                   |
|--------------|-------------------|
| Route        | Various locations |
| County       | Cook              |
| Local Agency | Prospect Heights  |
| Section      | N/A               |

## PAPER BID BOND

### ELECTRONIC BID BOND

Date \_\_\_\_\_



**Illinois Department  
of Transportation**

**Local Public Agency  
Formal Contract**

PROPOSAL SUBMITTED BY

Contractor's Name

Street

P.O. Box

City

State

Zip Code

STATE OF ILLINOIS

COUNTY of Cook

City of Prospect Heights

(Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE Various Locations

SECTION NO. N/A

TYPES OF FUNDS Local

☒ SPECIFICATIONS (required)

☒ PLANS (required)

☒ CONTRACT BOND (when required)

**For Municipal Projects  
Submitted/Approved/Passed**

☐ Mayor ☐ President of Board of Trustees ☐ Municipal Official

Date

**Department of Transportation**

☐ Concurrence in approval of award

Regional Engineer

Date

**For County and Road District Projects  
Submitted/Approved**

Highway Commissioner

Date

**Submitted/Approved**

County Engineer/Superintendent of Highways

Date

County Cook  
Local Public Agency Prospect Heights  
Section Number N/A  
Route Various locations

1. THIS AGREEMENT, made and concluded the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
Month and Year  
between the City of Prospect Heights  
acting by and through its Mayor & Alderman known as the party of the first part, and  
\_\_\_\_\_ his/their executors, administrators, successors or assigns,  
known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Engineer under it.
3. And it is also understood and agreed that the LPA Formal Contract Proposal, Standard Specifications for Road and Bridge Construction latest edition, Special Provisions, Affidavit of Illinois Business Office, Apprenticeship or Training Program Certification, Prevailing Wage and Waiver Procedure, Contractor Compliance and Certifications Attachment, and Contract Bond hereto attached, and the Plans for Section n/a, in Prospect Heights, approved by the Illinois Department of Transportation on \_\_\_\_\_, are essential documents of this  
Date  
contract and are a part hereof.

4. IN WITNESS WHEREOF, The said parties have executed these presents on the date above mentioned.

Attest:

The Mayor of Prospect Heights

Clerk

By \_\_\_\_\_

Party of the First Part

(Seal)

(If a Corporation)

Corporate Name \_\_\_\_\_

By \_\_\_\_\_

President

Party of the Second Part

(If a Co-Partnership)

Attest:

Secretary

Partners doing Business under the firm name of \_\_\_\_\_

Party of the Second Part

(If an individual)

Party of the Second Part



## Contract Bond

Route Various locations  
County Cook  
Local Agency \_\_\_\_\_  
Section Prospect Heights  
N/A

We, \_\_\_\_\_

a/an) ☐ Individual ☐ Co-partnership ☐ Corporation organized under the laws of the State of \_\_\_\_\_,

as PRINCIPAL, and \_\_\_\_\_

as SURETY,

are held and firmly bound unto the above Local Agency (hereafter referred to as "LA") in the penal sum of \_\_\_\_\_

\_\_\_\_\_ Dollars ( \_\_\_\_\_ ), lawful money of the United States, well and truly to be paid unto said LA, for the payment of which we bind ourselves, our heirs, executors, administrators, successors, jointly to pay to the LA this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said Principal has entered into a written contract with the LA acting through its awarding authority for the construction of work on the above section, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the said Principal has promised and agreed to perform said work in accordance with the terms of said contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work and has further agreed to pay all direct and indirect damages to any person, firm, company or corporation suffered or sustained on account of the performance of such work during the time thereof and until such work is completed and accepted; and has further agreed that this bond shall inure to the benefit of any person, firm, company or corporation to whom any money may be due from the Principal, subcontractor or otherwise for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company or corporation for the recovery of any such money.

NOW THEREFORE, if the said Principal shall well and truly perform said work in accordance with the terms of said contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to him for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of the performance thereof and until the said work shall have been accepted, and shall hold the LA and its awarding authority harmless on account of any such damages and shall in all respects fully and faithfully comply with all the provisions, conditions and requirements of said contract, then this obligation to be void; otherwise to remain in full force and effect. Contractor guarantees payment of the prevailing wage in accordance with the Prevailing Wage Act.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_

**PRINCIPAL**

\_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_  
(Signature & Title)

Attest: \_\_\_\_\_  
(Signature & Title)

(If PRINCIPAL is a joint venture of two or more contractors, the company names and authorized signature of each contractor must be affixed.)

STATE OF ILLINOIS,

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said county, do hereby certify that

\_\_\_\_\_  
(Insert names of individuals signing on behalf of PRINCIPAL)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_

My commission expires \_\_\_\_\_  
Notary Public (SEAL)

**SURETY**

By: \_\_\_\_\_  
(Signature of Attorney-in-Fact)

\_\_\_\_\_  
(Name of Surety)

STATE OF ILLINOIS.

(SEAL)

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said county, do hereby certify that

\_\_\_\_\_  
(Insert names of individuals signing on behalf of SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_

My commission expires \_\_\_\_\_  
Notary Public (SEAL)

Approved this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_

Attest: \_\_\_\_\_  
(Awarding Authority)

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
(Chairman/Mayor/President)

## **SPECIAL PROVISIONS**

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**STATE OF ILLINOIS**

**SPECIAL PROVISIONS**

The following Special Provisions supplement the Illinois Department of Transportation's (IDOT) "Standard Specifications for Road and Bridge Construction," adopted April 1, 2016, (hereinafter referred to as the "Standard Specifications"); the "Manual on Uniform Traffic Control Devices for Streets and Highways" the "Manual of Test Procedures of Materials", in effect on the date of invitation for bids; the "Supplemental Specifications and Recurring Special Provisions," latest edition as indicated on the Check Sheet included herein, and Standard Specifications for Water and Sewer Main construction in Illinois latest edition which apply to and govern the improvements construction of the CCTV of Sanitary Sewers in the City. In case of conflict with any part or parts of the Standard Specifications, these Special Provisions shall take precedence and shall govern.

**LOCATION OF PROJECT**

The project is located at various locations within the City limits of The City of Prospect Heights. A location map of the general location of various sewers is included in the specifications.

**DESCRIPTION OF PROJECT**

The work consists of closed circuit televising, cleaning and other associated work of sanitary sewers in the City and all other items associated with the work identified in the bidding documents for the CCTV of sanitary sewers in the City. The contract has a base bid consisting of 130,000 of sanitary sewer.

**MAINTENANCE OF ROADWAYS**

Effective: September 30, 1985  
Revised November 1, 1996

Beginning on the date that the Contractor begins work on this project, he shall assume responsibility for normal maintenance of all existing roadways within the limits of the improvement. This normal maintenance shall include all repair work deemed necessary by the Engineer, but shall not include snow removal operations. Traffic control and protection for maintenance of roadways will be provided by the Contractor as required by the Engineer.

If items of work have not been provided for in the contract, or otherwise specified for payment, such items, including the accompanying traffic control and protection required by the Engineer, will be paid for in accordance with Article 109.04 of the Standard Specifications.

**TRAFFIC CONTROL PLAN**

Traffic Control shall be in accordance with the applicable sections of the Standard Specifications, the Supplemental Specifications, the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", any special details and Highway Standards contained in the plans, and the Special Provisions contained herein.

This item shall include all costs required to provide sufficient traffic control on all streets and easements during CCTV operations. This should include, but is not limited to barricades as necessary to ensure a safe work area and to protect all open trenches, road closed ahead signs as needed to adequately inform the motoring public of all road closures, and all traffic control required by the MUTCD and other State and Federal agencies. This work shall also traffic control as required by the Illinois Department of Transportation (IDOT), Cook County Highway Department (CCHD) and all other agencies with jurisdiction. The contract shall notify Police agencies of all road closures and such.

**Basis of Payment.** This work shall be paid for at the contract unit price per LUMP SUM for TRAFFIC CONTROL AND PROTECTION, SPECIAL

### **WORKING HOURS**

The Contractor shall perform all work in the City of Prospect Heights as follows:

7:00 A.M. to 6:00 P.M. Monday through Saturday

No work will be permitted on Sundays or holidays or at other times outside the above working hours without permission of the Engineer.

### **PROSECUTION AND PROGRESS**

The start date for this project will be set forth in the Notice to Proceed following contract execution. The project shall be substantially completed by October 31, 2018 including all punch list items.

Should the Contractor fail to complete all work by this date, the Contractor shall be liable to pay the City liquidated damages per calendar day in accordance with the Standard Specifications.

### **ORDER OF WORK**

A common sense order of work for this project is critical. **Attached to these specifications are sanitary sewer atlas maps.** These maps are the best available data which the City has on record. There may be sewer lines shown on these maps that will not be televised and there may be additions to these maps.

The City will work with the contractor to identify sewer lines to be videotaped prior to any field work being performed. The City will select the sewers to be televised. As the map shows, many of these sewers are located in easements, alley, rear yards, streets, parkways and other locations. Limited and/or difficult access to some of the sewer lines will be required. This includes dead end lines and lines located in easements and utility corridors. The contractor is responsible for all notification to residents as needed to complete the work. Any damage to existing hardscape, landscape areas and/or other areas shall be repaired to the satisfaction of the City at the sole cost to the contractor.

The City would generally like the sewers to be televised starting on the West side of the City and working the way towards the East (downstream). **In any case, the contractor will not be allowed to jump all around the City to different sewer segments in any back and forth kind of fashion.** The plan and progress of all work shall be very orderly to ensure ease in reviewing videos and such. **The City needs to approve all work sequencing with the contractor, prior to work being done.** The schedule and sequence of work shall be updated twice per month and will be closely monitored by the Engineer and City.

In addition, the City (through there GIS department) will provide the contractor with sewer maps, including sewer manhole numbering system. The sewer manhole numbering system (or address reference) {as required by City} is required and shall be referenced in the external hard drive, audio and reports for each segment.

**WATER USAGE**

Water will be available, at no cost, to the contractor for all approved construction activities such as filling new mains, flushing, jetting of trenches, and washing of City streets. The contractor must use a meter from the Building Department and/or an approved meter of his own, with backflow preventor, when using water from City hydrants. It is the contractor's responsibility to measure (meter) the quantity of water used during construction operations. The quantity of water used in gallons, shall be reported to the City on a monthly basis. The cost of such work is incidental to the contract.

**TELEVISED INSPECTION OF SEWERS**

**1. STANDARD SPECIFICATIONS**

- 1.1. The applicable Standard Specifications, as herein specified, shall apply to all work and materials performed under this contract unless revised by the Specifications, also herein included as part of these documents.
- 1.2. The "Standard Specifications for Water and Sewer Main Construction in Illinois", fifth edition, dated May, 2014, and all revisions thereto shall govern all sewer and watermain construction work performed on this project. Copies of these standard specifications are on file with the engineer for inspection or may be obtained from the following:
  - A. Illinois Society of Professional Engineers
  - B. 612 South Second Street
  - C. Springfield, Illinois 62704
- 1.3. The "Standard Specifications for Road and Bridge Construction" prepared by the State of Illinois Department of Transportation and adopted by said Department on April 2, 2016; the "Standard Specifications for Traffic Control Items of the State of Illinois, Department of Transportation", and the "Illinois Manual of Uniform Traffic Control Devices for Streets and Highways", as adopted by the Illinois Department of Transportation including all applicable supplemental specifications and revisions, shall govern all street paving and storm sewer construction. A copy of these "Standard Specifications" are on file with the Engineer for inspection.

**2. PERSONNEL EXPERIENCE AND SUPERVISION**

- 2.1. The Contractor shall furnish trained personnel with at least five years experience in the field of sewer cleaning and televising inspection to responsibly complete the specified work. The number of personnel provided shall be adequate to properly and safely complete the work to the satisfaction of the Engineer. The work crew shall also include an experienced trained supervisor to direct the activities of the other personnel and to actively represent the interest of the Contractor.

**3. SEWER CLEANING**

- 3.1. General
- 3.2. The Contractor shall provide all labor, materials, and equipment to clean the sewers specified to be cleaned by the Contract Documents. Sewer cleaning is defined as the removal of all foreign materials from the pipe system so as to restore the hydraulic capacity to within ninety-five percent (95%) of the theoretical carrying capacity. Generally this performance will be considered to be achieved when all loose debris and deposits, and all tree roots exceeding four inches (4") in length have been removed.
- 3.3. Prior to jet cleaning, the upstream manhole cover must be removed and replaced with an open grate cover or be barricaded. If barricades are used it is the responsibility of the Contractor to make the area safe. This procedure will prevent a vacuum from forming in the pipeline when jetting, preventing the water column in building traps from being siphoned out.
- 3.4. An initial cleaning shall be attempted using the high-pressure jet cleaning equipment mounted on an appropriate sized skid (incidental to pay items). Should this initial cleaning indicate that no major obstructions (roots or collapsed pipe) exist, and if necessary and as approved by the Engineer, the cleaning shall continue with a light cleaning as approved by Engineer of City, as defined elsewhere in the specifications.

- 3.5. The Contractor **must** have appropriate size skids and root cutting heads on all rodding trucks. Rodding work performed without the proper equipment will not be accepted or paid. All equipment shall be approved prior to the start of each day by the City or the City's Representative. **Failure to have the appropriate tools and equipment may result in termination of this contract.**
- 3.6. Should the initial cleaning indicate a collapsed pipe, the cleaning effort shall be abandoned and the City representative notified immediately. The City will be responsible to repair all existing point repairs within the sewers (not sewers damaged by contractor).
4. Protection of Sewer System
  - 4.1. The Contractor shall, during cleaning and televising operations, take precautions so as to not damage the manhole structures or pipe sections. Damaged portions of the sewer system, if determined by the Engineer to be the result of careless operations, shall be repaired at the expense of the Contractor. All identified unstable or unsound parts of the sewer system shall be documented and brought to the attention of the Engineer.
5. Equipment
  - 5.1. The cleaning equipment to be used in this operation shall be based in the specific conditions identified. The equipment shall be capable of removing dirt, sand, grease, rocks, bricks, tree roots, and other deleterious materials and obstructions commonly found in sewer pipelines. The equipment shall be heavy-duty municipal or industrial grade with a powered unit capable of cleaning in one section, up to 1,000 lineal feet of sewer from a single access point. The equipment shall be able to pull brushes, swabs, and other implements and shall also have a distance meter so that the location of the cleaning tools can be determined at all times.
  - 5.2. All equipment used by the Contractor shall be designed to avoid damage to the sewer system. The Contractor shall be solely responsible for any damage caused to the sewer system by his activities and shall make all such repairs at his own expense to the satisfaction of the City.
  - 5.3. High-pressure hydro-cleaning equipment, such as jet cleaning or jet rodders, shall have a selection of high velocity nozzles. These nozzles shall be approved prior to the start of the contract and prior to the start of each day by the City's representative to insure that the equipment is present to do the necessary work that day. The nozzles shall be capable of producing a scouring action from 15 degrees to 45 degrees in all size lines designated to be cleaned. The City's representative shall inform the Contractor if he feels the nozzles jets are worn in such a way that the scouring pattern is not moving the debris down the pipeline. The cleaning equipment shall have a high pressure pump capable of producing a minimum of 65 gallons per minute at a minimum pressure of 2000 psi. The equipment shall also have a minimum of 1,000 feet of high-pressure jet hose and a high-pressure gun for washing and scouring manhole walls and floor. All cleaning equipment shall be equipped with a pentagon type wrench, a two inch hydrant adapter with a shut off valve and proper check valves or air gap to prevent a cross connection.
6. Waste Material Disposal
  - 6.1. The Contractor is to remove and dispose of all waste material extracted during the sewer cleaning operation in a proper waste disposal facility. The material developed during the cleaning operation shall be removed at the next downstream manhole. Passing material over extended distances, from manhole section to manhole section, which would cause service line blockages or otherwise deter the operation of the sewer system will not be

permitted. The Contractor shall note the approximate volume and type of materials removed from each cleaned section. All this work is incidental to the contract and other contract pay items.

7. Water Usage

- 7.1. The Contractor must make all arrangements to obtain the water required for cleaning and other activities associated with this Contract from sources of his own selection. The City will permit and supply water (water at no charge) to the contractor for all approved work on this contract. The City will designate multiple points for water access (within the City) and specify terms for such use. It is the contractor's responsibility to obtain water, transport, etc. as needed to complete the work, all in accordance with City standards and requirements. All water shall be metered and shall have a backflow preventor. The amount of water used on a weekly basis shall be reported to the City. All permit/fees for the water meter will be borne by the Contractor. The City will not charge for the water used for approved construction activities.

8. Sewer Cleaning Operations

- 8.1. The sewer cleaning has been divided into two categories to address the general level of difficulty often encountered in sewers. The first category is **light duty cleaning**. Such cleaning involves the removal of all sludge, dirt, sand, rock, grease, light root growth, and other solid and semi-solid materials with such hydraulic or mechanically powered equipment such as balls, scooters, brushes, cutters, and water pressure jetting equipment.
- 8.2. Where it is found that large deposits or debris or extensive root growth exists within the sewer lines, and upon approval of the Engineer, **heavy duty cleaning** will be used to clear the specified section. This operation will generally involve the use of bucket machines, scrapers, augers, and special cutters, and 120 gpm high pressure jetting equipment. When this cleaning level is used, caution should be exercised to avoid damage to the sewer. All measures should be considered to prevent the equipment from becoming lodged in the pipe, necessitating excavation to extract the implement.
- 8.3. If cleaning of an entire section cannot be successfully performed from one manhole set-up position, the equipment shall be reset on the next adjacent manhole and the cleaning again attempted. If again the sewer section cannot be satisfactorily cleaned, or the equipment fails to traverse the problem section, it will be assumed that a major blockage exists and the cleaning shall be suspended in this section until other measures can be arranged.

9. TELEVISION INSPECTION

9.1. General

- A. After cleaning of designated pipe sections (if required and approved by Engineer), or where otherwise required by the Engineer, the Contractor shall provide all labor, materials, and equipment necessary to visually inspect sewers by means of a closed-circuit television system.

9.2. Equipment

- A. The television camera used for the inspection shall be one specifically designed and constructed for such sewer inspection. The camera shall be equipped with a rotating imaging unit for viewing lateral connections, defects, and other objects discovered in the sewer. In this respect the camera shall have a high resolution lens capable of spanning a 360-degree circumference and 270-degrees on a horizontal axis. The focal length shall be adjustable through a range of one inch to infinity. Lighting for the camera unit shall be suitable to allow a clear picture for the entire periphery of the pipe. The camera shall be operative in 100% humidity conditions.
- B. The camera unit shall be able to tilt and rotate to see all service lateral connections and to "look up" the lateral. Every service lateral shall be televised as part of the main line sewer televising and shall include logging the station, the direction, the lateral size and tilt the camera toward service wye or tee and focus on service condition. This work shall be considered incidental to the lineal foot contract price for the main line sewer televising.
- C. The Contractor shall have equipment that is adaptable for use in the pipe size ranges included under the Contract. The Contractor shall have available self-propelled crawler transport units for mounting the television camera, so that sewer segments, which prove inaccessible to standard cable, pulled inspection, can be accessed, and viewed.
- D. The camera, television monitor, and other components of the video system shall be capable of producing a minimum 350 line resolution color video picture. Picture quality and definition shall be to the satisfaction of the Engineer and if unsatisfactory, equipment shall be removed and no payment made for unsatisfactory inspection.

9.3. Inspection Procedure

- A. The inspection shall involve the visual observation of closed circuit television. The television camera shall be moved through the sewer at a rate of speed which will allow examination of all points of infiltration, cracked or crushed pipe, defective joints, misalignment in line or grade, location of all service connections and any defects which may appear, but in no case at a speed greater than 30 feet per minute.
- B. Whenever non-remote powered and controlled winches are used to pull the television camera through the line, telephone, or other, suitable means of communication shall be set up between the two (2) manholes of the section being inspected to insure good communication between members of the crew.

- C. In sewers that, in the opinion of the Engineer, are flowing too full to obtain an accurate video record, the Contractor shall be required to install a device in the upstream manhole to partially or fully restrict the upstream sewage from flowing through the section of pipe tested. The length of time that the upstream flow can be partially or fully restricted shall be coordinated with the Owner and the Engineer. In any case, sewer flows shall not exceed those shown below for the respective line size, as measured in the manhole involved in televising. It is expected that the City will allow temporary plugging of some of the smaller diameter sewer mains to reduce the flow rate. This process must be approved by the City and monitored by the City. The cost for temporary plugging of sewer lines will be considered incidental to other pay items. Bypass pumping (if used and approved by the Engineer) will be paid for as extra work (it is anticipated that bypass pumping will not be used on this contract).

- |    |               |                      |
|----|---------------|----------------------|
| 1. | 8"-10" Pipe   | 15% of Pipe Diameter |
| 2. | 12"-24" Pipe  | 20% of Pipe Diameter |
| 3. | Over 24" Pipe | 25% of Pipe Diameter |

**It is required that the contractor use "normal" techniques to draw down the amount of water in the sewer, such as the use of the nozzle, temporary plugs and/or other methods. The cost of all this work is incidental to other pay items.**

- D. In sewers found to have sag sections, which in the opinion of the Engineer significantly obstruct the view of the internal surfaces of the pipe, the pipe segment shall be pumped so as to remove a sufficient amount of waste water to complete a satisfactory inspection. Similar procedures to that used in those sections found to have high flows shall be applied in this circumstance.
- E. Manual winches, power winches, TV cable, and powered rewinds or other devices that do not obstruct the camera view or interfere with proper documentation of the sewer conditions shall be used to move the camera through the sewer line. If, during the inspection operation the television will not pass through the entire manhole section, the Contractor shall re-set up his equipment. If, again, the camera fails to pass through the entire manhole section, the inspection shall be considered complete and no additional inspection work will be required, unless specifically requested by the Engineer.

#### 9.4. Accuracy of Distance Record

- A. The measurements made during the course of the internal inspection must be reasonably accurate for future use in making sewer repairs and adjustments. Measurement meter records shall be accurate to within one half (0.5') over the length of the section being inspected. Accuracy of the measurements shall be checked daily with a steel or fiberglass tape. The distance between manhole structures shall be determined for each section inspected, and noted in the record. The televised equipment operators shall physically measure the distance between manholes, center to center, prior to completing the inspection, and record the information as part of the video tape and written record. The Engineer may from time to time, review these measurements with the operator to ensure reporting accuracy.

#### 9.5. Television Record Format

- A. The television record shall be recorded on standard 4.72 inch (4.72") digital videodisc media recordable (DVD+R).

Digital video recorders shall be able to capture in color from the live video source with the following minimum requirements.

- a) HQ-VCD MPEG1 requirements.
- b) Picture Size: NTSC 352 x 240 @ 29.97 frames per second.
- c) Data/Bit Rate: MPEG-1 @ 2.4 M-bits/second.

External hard drives shall be provided with all the data on them. **Four external hard drives shall be provided at the conclusion of the project**, with each containing 100% of the data, videos, reports and all associated work.

**The format shall be easily readable. Each segment of sewer line shall be indexed and cataloged individually, so that access (viewing) to a specific sewer segment will be easy and in a fast and efficient manner.**

**The City is open to ideas, but easy, sensible and fast access to each sewer segment is critical to this project. The external hard drives shall have each sewer segment indexed and easily accessible.**

- B. The visual portion of the video tape shall show the true picture of the inside of the sewer, with a metered image on the screen visually recording the precise location of wyes, service lateral connections, break-in connections, defective joints, cracked or crushed pipe and all other points of actual or potential infiltration. The screen image shall also provide data relative to the manhole section being viewed, distance, and the date of the recording.
- C. The audio portion of the video tape shall be the audio record in which the Contractor shall state the location of the pipe being viewed, condition of pipe, estimated infiltration at designated and recorded points, footage so that location can be established and any other pertinent information.

#### 9.6. Interim Progress Report

- A. In order to best monitor the progress being made, and to identify areas where operational problems have caused sewer segments to be inadvertently overlooked, an interim project progress report shall be prepared by the Contractor at mutually agreed upon intervals, generally every two weeks, but in no case greater than four weeks, which documents the work accomplished over the duration of the Contract. The interim report shall provide specific references to the sewer segments televised, indicating the manhole and pipe numbering system provided by the Engineer. The interim progress report shall document the work conducted under the Contract by listing the date and pipe section completed, and provide a summary of all work completed under the Contract. The form, which details the format for these tables, has been attached at the end of this section of the Contract Documents.

10. PROJECT REPORT

- 10.1. With the completion of the televised inspection survey, a project report shall be prepared by the Contractor, which identifies the findings of all televising activities. Specific references to the sections of the sewer system shall reflect the manhole and pipe numbering system provided by the Engineer (this might also be based upon street addresses). Four (4) copies of the report and external hard drives shall be submitted to the Engineer for review and distribution. The report and the external hard drives shall be delivered within thirty (30) days following the completion of the televising work, or on a date acceptable to the Owner. The report shall contain the findings of the televising work including the following:
- 10.2. A transcript of the video record indicating the precise location of each building service, pipe defect, infiltration source, area of heavy root infestation, pipe alignment problem, or any other unusual conditions observed. The service connection types should be identified (i.e. either service wyes or break-in type connections). Manhole to manhole distance measurements shall be noted with the record of each section inspected. The format of the transcript shall be submitted for approval by the Engineer.
- 10.3. Photographs of specific defects viewed on the television monitor shall be provided as part of the report to illustrate significant problems observed. Unless otherwise noted, the specific features photographed shall be documented at the direction of the Engineer.
- 10.4. Notes and dimensions updating or verifying the information shown in the reference map provided by the Engineer.
- 10.5. A tabular report, which indexes or catalogues the recorded video tape information associated with each sewer segment. Both a hard copy and an electronic (spreadsheet) copy shall be provided for use by the Owner and the Engineer. The form for this table has been included at the end of this section of the Contract Documents. In this reported information is defined as follows:
- A. *Tape #:* Indicates the numerical reference for the tape, in a format that indicates survey year and a tape sequence number (e.g. 2009-5).
  - B. *Operator:* Indicates the initials of the trained personnel responsible for the televised inspection.
  - C. *Date:* Indicates the date of the televised inspection.
  - D. *Location:* Indicates the location of the sewer segment inspected, usually referenced by house address and/or intersection streets.
  - E. *From-To:* Indicates the assigned upstream manhole reference number and the downstream manhole reference number. (may be based on street addresses)
  - F. *Length:* Indicates the length of sewer segment physically measured from manhole to manhole, as confirmed by the observed length.
  - G. *Pipe Size:* Indicates the observed pipe size for the inspected segment.
  - H. *Pipe Material:* Indicates the observed pipe material type for the inspected segment.

- I. **Comments:** Provides any other information such as incomplete inspection due to obstruction or blockage, reverse setup required, root infestation, broken pipe, or pipe sag or offset joint alignment problems.
- 10.6. The submitted external hard drives shall present the video record conditions relative to schematic position in the sewer system, such that each cartridge shall contain contiguous sewer segments from the same sewer service area.
- 10.7. The television record shall be recorded on standard 4.72 inch (4.72") digital videodisc media recordable (DVD+R).

Digital video recorders shall be able to capture in color form the live video source with the following minimum requirements. The quality of all pictures will need to be approved by the Engineer.

#### **LIGHT DUTY CLEANING (all sewer sizes)**

A standard jet nozzle and appropriate sized skid with the high-pressure jet cleaning equipment shall be used for all sewer mains 12 inches and smaller in diameter. For all sewer mains from 15 inches to 21 inches the Contractor must use a culvert type cleaning head (Little Thunder) with the high-pressure jet cleaning equipment. For 24 inch sewer mains and larger the Contractor shall use a "Bull Dozer" type nozzle with the high-pressure jet cleaning machine (or other acceptable equipment). All nozzles shall be approved prior to the start of each day by the City or the City's representative. A minimum of two (2) passes and a maximum of four (4) passes using the high-pressure cleaning equipment will be made through each pipeline section. Light Duty cleaning needs to be approved by the Engineer or the City.

In those areas found to have excessive deposits of debris, roots, or other waste material, the Contractor, with the approval of the Engineer, shall utilize powerful, heavy duty equipment to clear the pipe line for internal inspection. Measurement of the actual number of feet cleaned shall be made from the center of the manholes.

Payment for this item shall be made at the Contract unit price per lineal foot for Light Duty Cleaning of Sewer, 8" to 18" including all cleaning equipment, manpower, removal and disposal of all extracted waste materials, water, and all other equipment and labor required to complete this item to the satisfaction of the Engineer.

#### **HEAVY DUTY CLEANING (all sewer sizes)**

If five to eight passes of the high-pressure jet cleaning equipment are made to sufficiently clean the pipeline, this section of pipeline will be considered to have undergone heavy cleaning. The City's representative will make the determination of how many passes are needed to completely clean the sewer.

Heavy Duty Cleaning shall only be used with the approval of the Engineer and when Light Duty Cleaning of Sewer line did was not sufficient. Measurement of the actual number of feet cleaned shall be made from the center of the manholes.

Payment for this item shall be made at the Contract unit price per lineal foot for Heavy Duty Cleaning of Sewer, 8" to 18" including all cleaning equipment, manpower, removal and disposal of all extracted waste materials, water, and all other equipment and labor required to complete this item to the satisfaction of the Engineer.

### **ROOT CLEANING**

Specific sewer mains have been identified as having a root problem and the pipeline shall be cleaned using the appropriate sized root cutters and skid. All trucks **MUST** be equipped with root cutters and various size cutting heads and skids. The root cutting equipment shall be passed through the line a total of **three to five times**, and then flushed clean using the high-pressure jet cleaning equipment. Root cleaning will be **incidental** to either Light Cleaning or Heavy Duty Cleaning pay items.

### **CCTV INSPECTION OF SEWER, 8" TO 18" DIAMETER**

The Contractor under the supervision of the Engineer, shall inspect the condition of the specified sewer pipe segments with a high resolution closed circuit television camera system drawn through the sewer by the mechanical, self propelled, floated, pulled, or other means as required. The inspection shall permit the clear examination of the pipe system and provide for the recording of all pertinent data as specified in the contract documents. Incidental to this item is an initial cleaning of the sewer as detailed in section 3.4 of the "Televised Inspection of Sewers" provision. Work also includes that all service lateral connections be televised (as part of the main line sewer work). This shall consist of logging the station, direction, lateral size, condition, etc. The camera shall tilt towards the service wye or tee, focus and "look up" the sewer lateral. (Inspection inside each sewer lateral is not required.)

Payment for this item shall be made at the Contract unit price per lineal foot of CCTV Inspection of Sewer, 8" to 18" Diameter, including all television equipment, manpower, mobilization equipment, video recorders, and all other materials, equipment and labor required to complete this item to the satisfaction of the Engineer. A sewer segment is identified as that section from one manhole to another one for which the televising equipment has been set to inspect. This may include more than two manholes. If a blockage is encountered which physically prevents the passage of the T.V. camera, re-setting of the equipment's to enter from the opposite end manhole is required. This resetting of equipment will be at the option of the City Engineer, or his representative, who will be with the inspection team(s) on a daily basis. No compensation will be allowed for this resetting time or any associated time. If so ordered by the Engineer or his representative, **additional** attempts to re-set equipment will be paid for as extra work as defined in IDOT-SSRBC.

## **Prevailing Wage and Waiver Procedure**

### **Prevailing Rate of Wages Notice and Requirements**

The Contractor shall comply with the requirements of the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) and the Owner's Ordinances requiring payment of prevailing wages. The Contractor shall pay or cause to be paid not less than the prevailing rate of hourly wage in the county the work is performed as determined by the Illinois Department of Labor for the month in which the work is performed including but not limited to all laborers, workers and mechanics. All contractors and subcontractors rendering services under this contract must comply with all requirements under the Act, including but not limited to, all wage, notice and record keeping duties.

The Contractor is required to verify current prevailing wage prior to the first day of each month and to pay the then-current prevailing wage rate as determined by the Illinois Department of Labor, regardless of the rates contained in the Contract Documents. Any increases in costs to the Contractor due to the changes in the prevailing wage during the term of this Contract shall be at the expense of Contractor and not at the expense of Owner. Current prevailing wage rates are published at the following website: <http://www.state.il.us/agency/idol/Rates/EVENMO/COUNTY.HTM>. The Contractor agrees to indemnify and hold harmless the Owner for any violations of the Prevailing Wage Act.

The Contractor shall also: (1) insert into each subcontract and the project specifications for each subcontract, a written stipulation that the subcontractor shall not pay less than the prevailing rate of hourly wage to all laborers, workers, and mechanics performing work under the contract; and (2) require each subcontractor to insert into each lower-tiered contract and the project specifications for each lower-tiered subcontract, a stipulation that the subcontractor shall not pay less than prevailing rate of hourly wage to all laborers, workers, and mechanics performing work under the contract.

The Contractor shall include on all bonds and shall cause all subcontractors' bonds required under the Contract Documents to guarantee compliance with the Prevailing Wage Act.

Additionally, the Contractor and each subcontractor shall make and keep, for a period of not less than 3 years from the date of the last payment on a contract or subcontract, records of all laborers, mechanics, and other workers employed by them on the Project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day. The Contractor shall submit monthly, no later than the 10th day of each calendar month, in person, by mail, or electronically a certified payroll to the Owner with each monthly pay request in a form in accordance with the Prevailing Wage Act. The certified payroll shall be accompanied by a statement signed by the Contractor or subcontractor which states that: (i) he or she has examined the certified payroll and such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by this Act; and (iii) the Contractor or subcontractor is aware that filing a certified payroll that he or she knows to be

false is a Class A misdemeanor. The Contractor may rely on the certification of a lower tier subcontractor, provided the Contractor does not knowingly rely upon a subcontractor's false certification. The records submitted in accordance with this payroll submittal provision shall be considered public records pursuant to Section 5 of the Prevailing Wage Act, 820 ILCS 130/5 (2004, as amended by P.A. 94-515). The Owner may, at its option, immediately terminate the Contract in the event that Contractor violates any provision of this paragraph or the Prevailing Wage Act.

Contractor shall also post the prevailing wage rates for each craft or type of worker or mechanic needed to complete the project at either: (1) a location on the project site easily accessible to the workers engaged on the project; or (2) in lieu of posting on the project site, if the Contractor has a business location where laborers, workers, and mechanics may regularly visit, the Contractor may either post the prevailing rate of wages in each county the Contractor works in a conspicuous location or provide the laborers, workers or mechanics engaged on the project a written notice indicating the prevailing rate of wages for the project.

Upon seven business days notice, the Contractor and each subcontractor shall make available for inspection and copying at a location within this State during reasonable hours, the records identified in 820 ILCS 130/5(a)(1) to the Owner, and its officers and agents.

#### Waiver Procedure/Format

Contractor's progress payment applications shall be accompanied by the Contractor's and Subcontractor's Partial Waiver of Lien to date for the full amount of the payment. The Final Waiver of the Contractor shall be for the full amount of the Contract and the Final Waiver of a Subcontractor shall be for the full amount of its Subcontract. All applications for payment shall be accompanied by affidavits from the Contractor, in triplicate, containing such information and in such form to comply with the Illinois Mechanics Lien Act (770 ILCS 60/001 et seq.) and showing in detail the sources of all labor and materials used and contracted to be used on the Project, including names and addresses of subcontractors and material suppliers, amounts paid and remaining to be paid to each, together with all other documents as shall be necessary, in the sole judgment of the Owner, to waive all claims of liens to date and comply with all applicable state and local laws.

All waivers (partial and final) shall include language as applicable indicating either that:

1. All materials were taken from fully paid stock and delivered to the job site in our own vehicles and all labor has been fully paid in accordance with prevailing wage laws; or
2. Materials were provided by the following suppliers from whom waiver of lien are attached and all labor has been fully paid in accordance with prevailing wage laws.

**PROJECT: Closed Circuit Television of Sanitary Sewers in the City**

**CONTRACTOR COMPLIANCE AND CERTIFICATIONS ATTACHMENT**

**Note: The following certifications form an integral part of the Agreement between the Owner and Contractor. Breach by Contractor of any of the certifications may result in immediate termination of the Contractor's services by Owner.**

**THE UNDERSIGNED CONTRACTOR HEREBY ACKNOWLEDGES, CERTIFIES, AFFIRMS AND AGREES AS FOLLOWS:**

- A. Contractor has carefully read and understands the contents, purpose and legal effect of this document as stated above and hereafter in this document. The certifications contained herein are true, complete and correct in all respects.**
- B. Contractor shall abide by and comply with, and in contracts which it has with all persons providing any of the services or Work on this Project on its behalf shall require compliance with, all applicable Federal, State and local laws and rules and regulations including without limitation those relating to 1) fair employment practices, affirmative action and prohibiting discrimination in employment; 2) workers' compensation; 3) workplace safety; 4) wages and claims of laborers, mechanics and other workers, agents, or servants in any manner employed in connection with contracts involving public funds or the development or construction of public works, buildings or facilities; and 5) steel products procurement.**
- C. All contracts for this Project are subject to the provisions of the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*), providing for the payment of the prevailing rate of wage to all laborers, workmen and mechanics engaged in the Work. Contractor shall pay prevailing rates of wages in accordance with the wage determination included with the Contract Documents and any subsequent determinations issued by the Illinois Department of Labor which shall supersede the determination included in the Contract Documents, all in accordance with applicable law. Contractor is responsible for determining the applicable prevailing wage rates at the time of bid submission and at the time of performance of the Work. Failure of Contractor to make such determination shall not relieve it of its obligations in accordance with the Contract Documents. Contractor shall also comply with all other requirements of the Act including without limitation those pertaining to inclusion of required language in subcontracts, job site posting, maintenance and submission of certified payroll records and inspection of records. Contractor is not barred from entering into public contracts under Section 11a of the Illinois Prevailing Wage Act due to its having been found to have disregarded its obligations under the Act.**
- D. Pursuant to the Illinois Human Rights Act (775 ILCS 5/2-105), Contractor has a written sexual harassment policy that includes, at a minimum, the following information: (i) a**

statement on the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment utilizing examples; (iv) the Contractor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and directions on how to contact both; and (vi) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act. Contractor further certifies that such policy shall remain in full force and effect. A copy of the policy shall be provided to the Illinois Department of Human Rights upon request.

- E. Contractor shall abide by the "Employment of Illinois Workers on Public Works Act" (30 ILCS 570/0.01 *et seq.*) which stipulates that whenever there is a period of excessive unemployment in Illinois, defined as any month immediately following two (2) consecutive calendar months during which the level of unemployment in Illinois exceeds five percent (5%) as measured by the U.S. Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the Contractor shall employ only Illinois laborers unless otherwise exempted as so stated in the Act. ("Illinois laborer" means any person who has resided in Illinois for at least 30 days and intends to become or remain an Illinois resident). Other laborers may be used if Illinois laborers are not available or are incapable of performing the particular type of work involved if so certified by the Contractor and approved by the Owner.
- F. (i) Contractor's bid proposal was made without any connection or common interest in the profits anticipated to be derived from the Contract by Contractor with any other persons submitting any bid or proposal for the Contract; (ii) the Contract terms are in all respects fair and the Contract will be entered into by Contractor without collusion or fraud; (iii) no official, officer or employee of the Owner has any direct or indirect financial interest in Contractor's bid proposal or in Contractor, (iv) the Contractor has not directly or indirectly provided, and shall not directly or indirectly provide, funds or other consideration to any person or entity (including, but not limited to, the Owner and the Owner's employees and agents), to procure improperly special or unusual treatment with respect to this Agreement or for the purpose of otherwise improperly influencing the relationship between the Owner and the Contractor. Additionally, the Contractor shall cause all of its officers, directors, employees, (as the case may be) to comply with the restrictions contained in the preceding sentence.
- G. Contractor knows and understands the Equal Employment Opportunity Clause administrated by the Illinois Department of Human Rights, which is incorporated herein by this reference, and agrees to comply with the provisions thereof. Contractor further certifies that Contractor is an "equal opportunity employer" as defined by Section 2000 (e) of Chapter 21, Title 42 of the United States Code Annotated and Executive Orders #11246 and #11375 as amended, which are incorporated herein by this reference.

- H. Neither Contractor nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act.
- I. If Contractor has 25 or more employees at the time of letting of the Contract, Contractor knows, understands and acknowledges its obligations under the Illinois Drug Free Workplace Act (30 ILCS 580/1 *et seq.*) and certifies that it will provide a drug-free workplace by taking the actions required under, and otherwise implementing on a continuing basis, Section 3 of the Drug Free Workplace Act. Contractor further certifies that it has not been debarred and is not ineligible for award of this Contract as the result of a violation of the Illinois Drug Free Workplace Act.
- J. Contractor knows, understands and acknowledges its obligations under the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* A true and complete copy of Contractor's Substance Abuse Prevention Program Certification is attached to and made a part of this Contractor Compliance and Certification Attachment.
- K. The Contractor shall comply with the requirements and provisions of the Freedom of Information Act (5 ILCS 140/1 *et. seq.*) and, upon request of the Village of Prospect Height's designated Freedom of Information Act Officer (FOIA Officer), Contractor shall within two (2) business days of said request, turn over to the FOIA Officer any record in the possession of the Contractor that is deemed a public record under FOIA.

**CONTRACTOR**

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

STATE OF \_\_\_\_\_ )  
 )ss  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, a notary public in and for the State and County, aforesaid, hereby certify that \_\_\_\_\_ appeared before me this day and, being first duly sworn on oath, acknowledged that he/she executed the foregoing instrument as his/her free act and deed and as the act and deed of the Contractor.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Notary Public)

(SEAL)

## SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATION

The Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1 et seq., ("Act") prohibits any employee of the Contractor or any Subcontractor on a public works project to use, possess or be under the influence of a drug or alcohol, as those terms are defined in the Act, while performing work on the project. The Contractor/Subcontractor **[circle one]**, by its undersigned representative, hereby certifies and represents to the Village of Prospect Heights that **[Contractor/Subcontractor must complete either Part A or Part B below]**:

A. The Contractor/Subcontractor **[circle one]** has in place for all of its employees not covered by a collective bargaining agreement that deals with the subject of the Act a written substance abuse prevention program, a true and correct copy of which is attached to this certification, which meets or exceeds the requirements of the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 et seq. **[Contractor/Subcontractor must attach a copy of its substance abuse prevention program to this Certification.]**

\_\_\_\_\_  
Name of Contractor/Subcontractor (print or type)

\_\_\_\_\_  
Name and Title of Authorized Representative (print or type)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Dated:

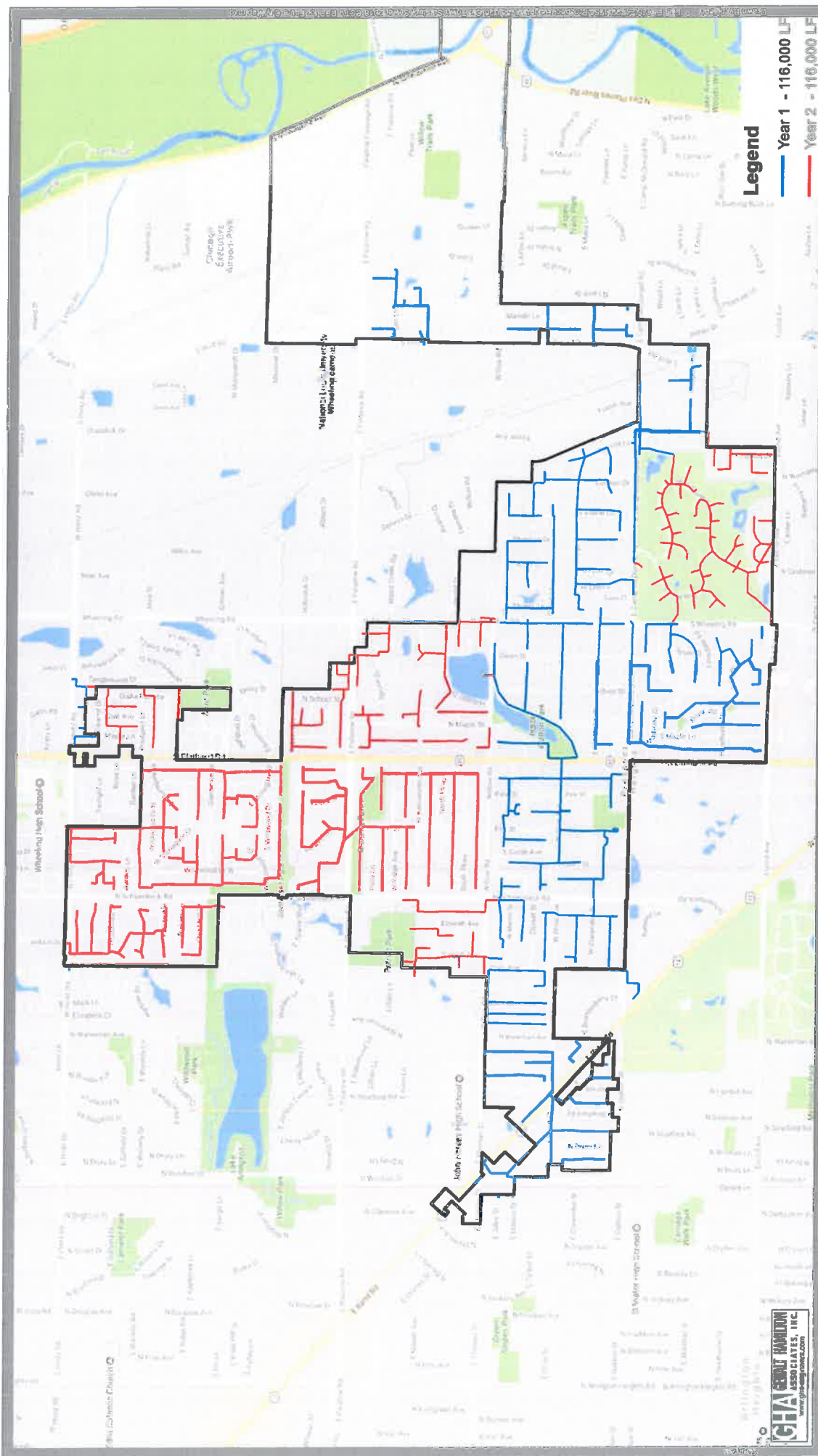
B. The Contractor/Subcontractor **[circle one]** has one or more collective bargaining agreements in effect for all of its employees that deal with the subject matter of the Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1 et seq.

\_\_\_\_\_  
Name of Contractor/Subcontractor (print or type)

\_\_\_\_\_  
Name and Title of Authorized Representative (print or type)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Dated:



# Legend

Year 1 - 116,000 LF  
Year 2 - 116,000 LF

## Sanitary Sewer Televising City of Prospect Heights





February 7, 2018

To: Joe Wade, City Administrator

From: Michael DuCharme, Finance Director

Subject: Method of Collecting Delinquent Sewer Fees

**Background:**

Since adopting the increased sewer fee schedule last year, the amount of delinquent sewer bills has risen considerably and needs to be addressed.

**Analysis:**

The existing number of delinquent sewer accounts is harder to collect because we simply don't have the same leverage as we would with a water customer in being able to shut-off their services. As a result, the two most obvious choices for collecting delinquent accounts would be to file a lien or turn the matter over to collection. Although liens may be effective in some cases, I would be in favor of allowing us to turn the matter over to collection for the following reasons:

1. All collection fees can be added to the existing outstanding charges.
2. The resident is able to remit outstanding balances more quickly and avoid a mark against their credit;
3. Delinquent files are easy to provide to the collection agency when compared to the required forms and expense of filing a lien.

**Recommendation:**

I recommend that language be added to the City Code to allow delinquent sewer bills to be turned over to a collection agency 90 days after the original bill was issued. All collection fees incurred would be paid by the sewer customer and are in addition to their fees and late charges imposed by the City of Prospect Heights.

I will be present at the meeting to discuss the matter and answer any questions you may have.

**2/12/18 WARRANT LIST****Checks**

|   |           |                   |
|---|-----------|-------------------|
| General Fund  | \$        | 288,636.80        |
| Motor Fuel Tax Fund                                 |           | 13,531.15         |
| Palatine/Milwaukee Tax Increment Financing District |           | -                 |
| Tourism District                                    |           | 703.63            |
| Development Fund                                    |           | -                 |
| Drug Enforcement Agency Fund                        |           | -                 |
| Solid Waste Fund                                    |           | -                 |
| Special Service Area #1                             |           | -                 |
| Special Service Area #2                             |           | -                 |
| Special Service Area #3                             |           | -                 |
| Special Service Area #4                             |           | -                 |
| Special Service Area #5                             |           | 658.47            |
| Special Service Area #8 - Levee Wall #37            |           | 874.62            |
| Special Service Area-Constr#6(Water Main)           |           | -                 |
| Special Service Area-Debt#6                         |           | 450.00            |
| Road Construction                                   |           | -                 |
| Road Construction Debt                              |           | -                 |
| Water Fund  |           | 27,533.53         |
| Parking Fund  |           | 4,503.47          |
| Sanitary Sewer Fund                                 |           | 7,071.18          |
| Road/Building Bond Escrow                           |           | 5,306.00          |
| Police Pension                                      |           | -                 |
| <b>TOTAL</b>  | <b>\$</b> | <b>349,268.85</b> |

**Wire Payments**

|  |                      |
|--|----------------------|
| 2/2/18 PAYROLL POSTING                     | 140,593.24           |
| JANUARY ILLINOIS MUNICIPAL RETIREMENT FUND | 17,731.08            |
| BANK OF AMERICA DEBT SERVICE PAYMENT       | -                    |
| POLICE PENSION PAYMENTS                    | 69,051.93            |
|  | <b>\$ 576,645.10</b> |

## 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 |
|--------------------------------------|----------------|--------------------------|--------------|-------------------|-----------------|-------------|-----------|
| ADVANTAGE MARKETING GRO              | 31327          | 2017/18 WINTER EDITION   | 01/12/2018   | 01-320-5221       | 2,985.00        | .00         |           |
| Total ADVANTAGE MARKETING GROUP LTD: |                |                          |              |                   | 2,985.00        | .00         |           |
| AFLAC                                | 978705         | AFLAC WITHHOLDING        | 01/23/2018   | 01-000-2031       | 201.02          | .00         |           |
| Total AFLAC:                         |                |                          |              |                   | 201.02          | .00         |           |
| ALAN STEFFEN                         | 2/6/18         | FLEX SPENDING REIMBURSEM | 02/06/2018   | 01-000-2061       | 780.00          | .00         |           |
| Total ALAN STEFFEN:                  |                |                          |              |                   | 780.00          | .00         |           |
| APWA                                 | 1/9/18         | GROUP MEMBERSHIP RENEW   | 01/09/2018   | 01-350-5310       | 660.00          | .00         |           |
| Total APWA:                          |                |                          |              |                   | 660.00          | .00         |           |
| ARLINGTON HEIGHTS FORD, IN           | 819705         | VEHICLE MAINTENANCE PART | 01/08/2018   | 01-350-5020       | 12.71           | .00         |           |
| ARLINGTON HEIGHTS FORD, IN           | 819792         | VEHICLE MAINTENANCE PART | 01/09/2018   | 01-350-5020       | 506.14          | .00         |           |
| ARLINGTON HEIGHTS FORD, IN           | 819795         | CREDIT MEMO              | 01/09/2018   | 01-350-5020       | 50.00-          | .00         |           |
| Total ARLINGTON HEIGHTS FORD, INC.:  |                |                          |              |                   | 468.85          | .00         |           |
| AT&T LONG DISTANCE                   | 2/6/18         | MIS LD ACCT. #8211268300 | 02/06/2018   | 01-320-5410       | 65.56           | .00         |           |
| Total AT&T LONG DISTANCE:            |                |                          |              |                   | 65.56           | .00         |           |
| BLUE SKY VENTURES                    | 17-823         | ROAD BOND REFUND         | 01/26/2018   | 72-000-2310       | 742.00          | .00         |           |
| Total BLUE SKY VENTURES:             |                |                          |              |                   | 742.00          | .00         |           |
| BRISTOL HOSE & FITTING               | 3355160        | PLOW TRUCK PARTS         | 11/13/2017   | 01-350-5020       | 60.59           | .00         |           |
| Total BRISTOL HOSE & FITTING:        |                |                          |              |                   | 60.59           | .00         |           |
| BROOKS-ALLAN                         | 0042546        | PD CLOTHING              | 01/31/2018   | 01-360-5741       | 177.34          | .00         |           |
| BROOKS-ALLAN                         | 0042548        | PD CLOTHING              | 01/31/2018   | 01-360-5741       | 134.39          | .00         |           |
| Total BROOKS-ALLAN:                  |                |                          |              |                   | 311.73          | .00         |           |
| BROWNELLS INC                        | 14905472.00    | PD RANGE SUPPLIES        | 11/29/2017   | 01-360-5740       | 57.52           | .00         |           |
| Total BROWNELLS INC:                 |                |                          |              |                   | 57.52           | .00         |           |
| CARDIAC SCIENCE CORPORAT             | 7309517        | PD EQUIPMENT             | 01/22/2018   | 01-360-7022       | 195.48          | .00         |           |
| Total CARDIAC SCIENCE CORPORATION:   |                |                          |              |                   | 195.48          | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | CREDIT CARD FEES         | 01/19/2018   | 01-320-5430       | 110.15          | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | ARMAMENT REFUND          | 01/19/2018   | 01-360-5740       | 525.01-         | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | PETCO                    | 01/19/2018   | 01-360-5141       | 103.29          | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | ILLINOIS AMERICAN        | 01/19/2018   | 01-320-5410       | 230.90          | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | CONFERENCE ROOM TABLE P  | 01/19/2018   | 01-350-5710       | 22.98           | .00         |           |
| CARDMEMBER SERVICE                   | 1/19/18        | COMCAST                  | 01/19/2018   | 01-320-5410       | 281.15          | .00         |           |

| Vendor Name                                 | Invoice Number | Description               | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|---|----------------|---------------------------|--------------|-------------------|-----------------|-------------|-----------|
| CARDMEMBER SERVICE                          | 1/19/18        | COMCAST                   | 01/19/2018   | 01-320-5410       | 239.85          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | AT&T                      | 01/19/2018   | 01-320-5410       | 314.67          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | AT&T                      | 01/19/2018   | 01-320-5410       | 101.23          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | AT&T                      | 01/19/2018   | 01-320-5410       | 101.23          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | COMCAST                   | 01/19/2018   | 51-300-5410       | 149.85          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | LANDSCAPE TRAINING        | 01/19/2018   | 01-350-5330       | 50.00           | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | ILLINOIS SECTION AMERICAN | 01/19/2018   | 51-300-5330       | 168.00          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | COMCAST                   | 01/19/2018   | 01-320-5410       | 4.20            | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | WATER SYSTEM PARTS        | 01/19/2018   | 51-300-5710       | 14.00           | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | WATER SYSTEM PARTS        | 01/19/2018   | 51-300-5710       | 31.46           | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | TRAINING BOOK             | 01/19/2018   | 01-340-5330       | 105.00          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | OFFICE SUPPLIES           | 01/19/2018   | 01-350-5700       | 73.19           | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | COMCAST                   | 01/19/2018   | 01-320-5410       | 254.85          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | TRAINING                  | 01/19/2018   | 01-340-5330       | 209.00          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | DOOR LOCK PARTS           | 01/19/2018   | 01-350-5710       | 77.00           | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | COMCAST                   | 01/19/2018   | 51-300-5410       | 157.90          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | ILLIONIS PROSECUTOR SERVI | 01/19/2018   | 01-360-5820       | 125.00          | .00         |           |
| CARDMEMBER SERVICE                          | 1/19/18        | SAFETY SHOE GRIPS         | 01/19/2018   | 01-350-7023       | 107.70          | .00         |           |
| Total CARDMEMBER SERVICE:                   |                |                           |              |                   | 2,507.59        | .00         |           |
| CC Dept of Transportation & High            | 2017-4         | TRAFFIC SIGNAL MAINTENANC | 01/03/2018   | 01-350-5031       | 1,101.75        | .00         |           |
| Total CC Dept of Transportation & Highways: |                |                           |              |                   | 1,101.75        | .00         |           |
| CHICAGO PARTS AND SOUND,                    | 30IC053399     | AUTO PARTS                | 01/09/2018   | 01-350-5020       | 29.07           | .00         |           |
| Total CHICAGO PARTS AND SOUND, LLC:         |                |                           |              |                   | 29.07           | .00         |           |
| CHRISTOPHER PATERAS                         | 1/25/18        | METRA REFUND              | 01/25/2018   | 52-300-5970       | 175.00          | .00         |           |
| Total CHRISTOPHER PATERAS:                  |                |                           |              |                   | 175.00          | .00         |           |
| COMPASS MINERALS AMERICA                    | 169984         | ROAD SALT                 | 01/16/2018   | 11-300-5632       | 4,064.68        | .00         |           |
| COMPASS MINERALS AMERICA                    | 181750         | ROAD SALT                 | 01/26/2018   | 11-300-5632       | 5,291.68        | .00         |           |
| COMPASS MINERALS AMERICA                    | 181764         | ROAD SALT                 | 01/26/2018   | 11-300-5632       | 4,174.79        | .00         |           |
| Total COMPASS MINERALS AMERICA:             |                |                           |              |                   | 13,531.15       | .00         |           |
| CONSERV FS INC.                             | 102007840      | GASOLINE                  | 12/29/2017   | 01-350-5751       | 2,591.74        | .00         |           |
| CONSERV FS INC.                             | 102007841      | GASOLINE                  | 12/29/2017   | 01-350-5751       | 742.81          | .00         |           |
| CONSERV FS INC.                             | 102007832      | GASOLINE                  | 01/12/2018   | 01-350-5751       | 2,335.94        | .00         |           |
| CONSERV FS INC.                             | 102008001      | GASOLINE                  | 01/28/2018   | 01-350-5751       | 1,365.83        | .00         |           |
| CONSERV FS INC.                             | 102008002      | GASOLINE                  | 01/28/2018   | 01-350-5751       | 2,409.26        | .00         |           |
| Total CONSERV FS INC.:                      |                |                           |              |                   | 9,445.58        | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043137537     | 1-ZCQNEU                  | 01/08/2018   | 01-350-5411       | 165.60          | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043208379     | 1-O4M792                  | 01/13/2018   | 52-300-5410       | 342.03          | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043208455     | 1-ZCQNFK                  | 01/13/2018   | 28-300-5100       | 37.94           | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043208837     | 1-O4M7AA                  | 01/13/2018   | 01-350-5411       | 58.06           | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043209176     | 1-Y1LVJ2                  | 01/13/2018   | 25-300-5050       | 51.04           | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043209483     | 1-O4M790                  | 01/13/2018   | 52-300-5410       | 246.60          | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043210791     | 1-O4M77U                  | 01/13/2018   | 25-300-5050       | 48.60           | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043221595     | 1-O4M778                  | 01/14/2018   | 52-300-5410       | 284.07          | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043332898     | 1-Y1LVJD                  | 01/23/2018   | 01-350-5411       | 487.82          | .00         |           |
| CONSTELLATION NEWENERGY                     | 0043332990     | 1-Y1LVJR                  | 01/23/2018   | 01-350-5411       | 898.39          | .00         |           |

| Vendor Name                                  | Invoice Number | Description             | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|-------------------------|--------------|-------------------|-----------------|-------------|-----------|
| Total CONSTELLATION NEWENERGY INC.:          |                |                         |              |                   | 2,619.95        | .00         |           |
| CORE & MAIN LP                               | 1321764        | WATER MAIN REPAIR       | 01/12/2018   | 51-300-5050       | 86.00           | .00         |           |
| CORE & MAIN LP                               | 1327304        | WATER MAIN REPAIR       | 01/11/2018   | 51-300-5050       | 223.79          | .00         |           |
| Total CORE & MAIN LP:                        |                |                         |              |                   | 309.79          | .00         |           |
| DEKIND COMPUTER CONSULT                      | 23796          | COMPUTER CONSULTANT     | 02/01/2018   | 01-320-5130       | 3,510.00        | .00         |           |
| DEKIND COMPUTER CONSULT                      | 23868          | COMPUTER CONSULTANT     | 02/01/2018   | 01-320-5130       | 120.00          | .00         |           |
| Total DEKIND COMPUTER CONSULTANTS:           |                |                         |              |                   | 3,630.00        | .00         |           |
| EL-COR INDUSTRIES INC                        | 101630         | VEH MTC SUPPLIES        | 01/02/2018   | 01-350-5020       | 177.96          | .00         |           |
| EL-COR INDUSTRIES INC                        | 101762         | AUTO PARTS              | 01/23/2018   | 01-350-5020       | 172.62          | .00         |           |
| Total EL-COR INDUSTRIES INC:                 |                |                         |              |                   | 350.48          | .00         |           |
| FIRST IMPRESSION MANAGEM                     | 153598         | WINDOW CLEANING         | 01/11/2018   | 01-350-5104       | 94.00           | .00         |           |
| Total FIRST IMPRESSION MANAGEMENT:           |                |                         |              |                   | 94.00           | .00         |           |
| FOOD & ALCOHOL SERVICE TR                    | 2017-15        | SANITATION INSPECTIONS  | 01/30/2018   | 01-340-5100       | 960.00          | .00         |           |
| FOOD & ALCOHOL SERVICE TR                    | 2018-1         | SANITATION INSPECTIONS  | 01/30/2018   | 01-340-5100       | 1,235.00        | .00         |           |
| Total FOOD & ALCOHOL SERVICE TRAINING. INC.: |                |                         |              |                   | 2,195.00        | .00         |           |
| FRANCZEK RADELET                             | 181277         | CONTRACT NEGOTIATIONS   | 01/26/2018   | 01-320-5123       | 5,654.57        | .00         |           |
| Total FRANCZEK RADELET:                      |                |                         |              |                   | 5,654.57        | .00         |           |
| GREAT LAKES ROOFING & CO                     | 17-878         | ROAD BOND REFUND        | 01/29/2018   | 72-000-2310       | 2,312.00        | .00         |           |
| Total GREAT LAKES ROOFING & CONSTRUCTION CO: |                |                         |              |                   | 2,312.00        | .00         |           |
| HAWKINS, INC.                                | 4218872        | MAINTENANCE             | 01/22/2018   | 51-300-5050       | 135.97          | .00         |           |
| Total HAWKINS, INC.:                         |                |                         |              |                   | 135.97          | .00         |           |
| HMO ILLINOIS                                 | 1/31/18        | HEALTH INSURANCE        | 01/31/2018   | 01-360-4100       | 6,384.80        | .00         |           |
| Total HMO ILLINOIS:                          |                |                         |              |                   | 6,384.80        | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | CH FRONT DOOR STOP      | 02/08/2018   | 01-350-5710       | 4.21            | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | CHRISTMAS LIGHT STORAGE | 02/08/2018   | 01-350-5710       | 53.82           | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | SHOP SUPPLIES           | 02/08/2018   | 01-350-5710       | 89.04           | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | SHOP SUPPLIES           | 02/08/2018   | 01-350-5710       | 63.84           | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | SHOP SUPPLIES           | 02/08/2018   | 01-350-5710       | 63.36           | .00         |           |
| HOME DEPOT CREDIT SERVIC                     | 2/8/18         | BUILDING MATERIALS      | 02/08/2018   | 01-350-5710       | 56.66           | .00         |           |
| Total HOME DEPOT CREDIT SERVICES:            |                |                         |              |                   | 330.93          | .00         |           |
| IL STATE TOLL HWY AUTHORIT                   | G12500000181   | PD I-PASS TRANSPONDERS  | 12/31/2017   | 01-360-5610       | 20.00           | .00         |           |
| Total IL STATE TOLL HWY AUTHORITY:           |                |                         |              |                   | 20.00           | .00         |           |
| ILLINOIS NATOA                               | 1/31/18        | MEMBERSHIP DUES         | 01/31/2018   | 01-310-5310       | 85.00           | .00         |           |

| Vendor Name                             | Invoice Number | Description                 | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|---|----------------|-----------------------------|--------------|-------------------|-----------------|-------------|-----------|
| Total ILLINOIS NATOA:                   |                |                             |              |                   | 85.00           | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 01-320-5530       | 447.92          | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 01-340-5530       | 447.92          | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 01-350-5530       | 2,799.50        | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 01-360-5530       | 6,830.78        | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 51-300-5530       | 335.94          | .00         |           |
| ILLINOIS PUBLIC RISK FUND               | 50191          | MARCH 2018                  | 01/16/2018   | 53-300-5530       | 335.94          | .00         |           |
| Total ILLINOIS PUBLIC RISK FUND:        |                |                             |              |                   | 11,198.00       | .00         |           |
| ILLINOIS SECRETARY OF STAT              | 2/6/18         | LICENSE PLATE RENEWALS      | 02/06/2018   | 01-360-5321       | 202.00          | .00         |           |
| Total ILLINOIS SECRETARY OF STATE:      |                |                             |              |                   | 202.00          | .00         |           |
| ILLINOIS-AMERICAN WATER C               | 02/1/18        | PW 1025-210002055629        | 02/01/2018   | 01-320-5410       | 314.42          | .00         |           |
| ILLINOIS-AMERICAN WATER C               | 02/2/18        | 1025-220011635316           | 02/02/2018   | 13-300-5108       | 130.91          | .00         |           |
| ILLINOIS-AMERICAN WATER C               | 2/1/18         | PW 1025-210002055667        | 02/01/2018   | 01-320-5410       | 42.93           | .00         |           |
| ILLINOIS-AMERICAN WATER C               | 2/2/18         | 1025-220011635309           | 02/02/2018   | 13-300-5108       | 572.72          | .00         |           |
| Total ILLINOIS-AMERICAN WATER CO.:      |                |                             |              |                   | 1,060.98        | .00         |           |
| IUOE LOCAL 150 ADMIN                    | #150 A 2/2/18  | LOCAL 150 ADMIN DUES        | 02/02/2018   | 01-000-2050       | 303.91          | .00         |           |
| Total IUOE LOCAL 150 ADMIN:             |                |                             |              |                   | 303.91          | .00         |           |
| IUOE LOCAL 150 MEMBERSHIP               | #150 M 2/2/18  | LOCAL 150 MEMBERSHIP DUE    | 02/02/2018   | 01-000-2050       | 58.85           | .00         |           |
| Total IUOE LOCAL 150 MEMBERSHIP:        |                |                             |              |                   | 58.85           | .00         |           |
| JEFFREY L BAUREIS                       | 26             | ELECTRICAL INSPECTIONS      | 01/20/2018   | 01-340-5100       | 946.00          | .00         |           |
| Total JEFFREY L BAUREIS:                |                |                             |              |                   | 946.00          | .00         |           |
| JG UNIFORMS INC                         | 31980          | PD CLOTHING                 | 01/31/2018   | 01-360-5741       | 160.00          | .00         |           |
| JG UNIFORMS INC                         | 32149          | PD CLOTHING                 | 02/02/2018   | 01-360-5741       | 139.80          | .00         |           |
| JG UNIFORMS INC                         | 32150          | PD CLOTHING                 | 02/02/2018   | 01-360-5741       | 306.50          | .00         |           |
| Total JG UNIFORMS INC:                  |                |                             |              |                   | 606.30          | .00         |           |
| JOURNAL & TOPICS NEWSPAP                | 2/7/18         | ACCT 110565 SUBSCRIPTION    | 02/07/2018   | 01-320-5820       | 33.00           | .00         |           |
| Total JOURNAL & TOPICS NEWSPAPERS INC.: |                |                             |              |                   | 33.00           | .00         |           |
| JULIE INC                               | 2018-1386      | UTILITY LOCATING SERVICE    | 01/08/2018   | 01-350-5100       | 939.02          | .00         |           |
| Total JULIE INC:                        |                |                             |              |                   | 939.02          | .00         |           |
| LARA BATTEN                             | 1/31/18        | 1099 & 1096 TAX FORMS REIMB | 01/31/2018   | 01-320-5700       | 31.89           | .00         |           |
| Total LARA BATTEN:                      |                |                             |              |                   | 31.89           | .00         |           |
| LAUTERBACH & AMEN, LLP                  | 26358          | ACCOUNTING SERVICES         | 01/22/2018   | 01-320-5101       | 13,800.00       | .00         |           |
| LAUTERBACH & AMEN, LLP                  | 26358          | ACCOUNTING SERVICES         | 01/22/2018   | 51-300-5101       | 2,475.00        | .00         |           |
| LAUTERBACH & AMEN, LLP                  | 26358          | ACCOUNTING SERVICES         | 01/22/2018   | 53-300-5101       | 2,475.00        | .00         |           |

| Vendor Name                            | Invoice Number | Description               | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|---------------------------|--------------|-------------------|-----------------|-------------|-----------|
| Total LAUTERBACH & AMEN, LLP:          |                |                           |              |                   | 18,750.00       | .00         |           |
| LIVE4LALI, INC.                        | 374            | NALOXONE KITS             | 01/16/2018   | 01-360-7022       | 300.00          | .00         |           |
| Total LIVE4LALI, INC.:                 |                |                           |              |                   | 300.00          | .00         |           |
| LOGSDON OFFICE SUPPLY                  | 1016784-001    | SUPPLIES                  | 01/19/2018   | 01-320-5700       | 64.90           | .00         |           |
| LOGSDON OFFICE SUPPLY                  | 1018038-001    | SUPPLIES                  | 01/31/2018   | 01-320-5700       | 104.89          | .00         |           |
| Total LOGSDON OFFICE SUPPLY:           |                |                           |              |                   | 169.79          | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 01-320-4110       | 22.49           | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 01-340-4110       | 32.42           | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 01-350-4110       | 41.25           | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 01-360-4110       | 222.35          | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 51-300-4110       | 10.25           | .00         |           |
| MADISON NATIONAL LIFE                  | 1283640        | LIFE INSURANCE            | 02/01/2018   | 01-000-2030       | 162.76          | .00         |           |
| Total MADISON NATIONAL LIFE:           |                |                           |              |                   | 491.52          | .00         |           |
| MAILBOX PLUS                           | 1/15/18        | PD SHIPPING               | 01/15/2018   | 01-360-5200       | 23.20           | .00         |           |
| MAILBOX PLUS                           | 1/31/18        | PD SHIPPING               | 01/31/2018   | 01-360-5200       | 13.90           | .00         |           |
| MAILBOX PLUS                           | 1/9/18         | PD SHIPPING               | 01/09/2018   | 01-360-5200       | 23.90           | .00         |           |
| Total MAILBOX PLUS:                    |                |                           |              |                   | 61.00           | .00         |           |
| MARIO J DA PONTE                       | 17-673         | ROAD BOND REFUND          | 01/24/2018   | 72-000-2310       | 682.00          | .00         |           |
| Total MARIO J DA PONTE:                |                |                           |              |                   | 682.00          | .00         |           |
| MERIT EMPLOYMENT ASSESS                | 20182209       | POLICE SERGEANT TESTING M | 01/21/2018   | 01-360-5100       | 2,492.50        | .00         |           |
| Total MERIT EMPLOYMENT ASSESSMENT:     |                |                           |              |                   | 2,492.50        | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 01-320-5500       | 5,784.55        | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 01-340-5500       | 99.95           | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 01-350-5500       | 6,880.10        | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 01-360-5500       | 8,177.25        | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 25-300-5500       | 129.10          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 28-300-5500       | 193.29          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 51-300-5500       | 4,326.54        | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 53-300-5500       | 984.21          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759860         | UMBRELLA POLICY           | 12/27/2017   | 53-300-5500       | .01             | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 01-320-5500       | 19,254.34       | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 01-340-5500       | 332.71          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 01-350-5500       | 22,900.96       | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 01-360-5500       | 27,218.63       | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 25-300-5500       | 429.73          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 28-300-5500       | 643.39          | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 51-300-5500       | 14,401.22       | .00         |           |
| MESIROW INSURANCE SERVIC               | 759892         | GENERAL LIABILITY         | 12/27/2017   | 53-300-5500       | 3,276.02        | .00         |           |
| MESIROW INSURANCE SERVIC               | 761352         | LIABILITY INSURANCE       | 12/28/2017   | 01-350-5500       | 4,848.00        | .00         |           |
| Total MESIROW INSURANCE SERVICES INC.: |                |                           |              |                   | 119,880.00      | .00         |           |
| METROPOLITAN ALLIANCE OF               | #252 2/2018    | MAP #252 DUES             | 02/02/2018   | 01-000-2052       | 544.00          | .00         |           |
| METROPOLITAN ALLIANCE OF               | #253 2/2018    | MAP #253 DUES             | 02/02/2018   | 01-000-2052       | 170.00          | .00         |           |

| Vendor Name                                    | Invoice Number | Description               | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|---------------------------|--------------|-------------------|-----------------|-------------|-----------|
| Total METROPOLITAN ALLIANCE OF POLICE:         |                |                           |              |                   | 714.00          | .00         |           |
| METROPOLITAN INDUSTRIES I                      | 0000330745     | WATER MONITORING          | 01/18/2018   | 51-300-5100       | 213.00          | .00         |           |
| Total METROPOLITAN INDUSTRIES INC:             |                |                           |              |                   | 213.00          | .00         |           |
| MICHAEL STORY                                  | 1/22/18        | Overpaid sewer acct       | 01/22/2018   | 51-300-5970       | 1,264.00        | .00         |           |
| Total MICHAEL STORY:                           |                |                           |              |                   | 1,264.00        | .00         |           |
| MICHAEL WAGNER & SONS IN                       | 1429198        | REPAIR KITS               | 01/24/2018   | 01-350-5710       | 16.48           | .00         |           |
| Total MICHAEL WAGNER & SONS INC:               |                |                           |              |                   | 16.48           | .00         |           |
| MOE FUNDS                                      | 02/2018        | HEALTH/DENTAL INS PREMIUM | 02/05/2018   | 01-350-4100       | 7,700.00        | .00         |           |
| MOE FUNDS                                      | 02/2018        | HEALTH/DENTAL INS PREMIUM | 02/05/2018   | 51-300-4100       | 1,925.00        | .00         |           |
| Total MOE FUNDS:                               |                |                           |              |                   | 9,625.00        | .00         |           |
| MT. PROSPECT/PROSPECT HEI                      | 446            | DUES                      | 12/31/2017   | 01-360-5310       | 85.00           | .00         |           |
| MT. PROSPECT/PROSPECT HEI                      | 447            | TRAINING LUNCHES          | 12/31/2017   | 01-360-5330       | 80.00           | .00         |           |
| Total MT. PROSPECT/PROSPECT HEIGHTS ROTARY:    |                |                           |              |                   | 165.00          | .00         |           |
| MUNICIPAL RESEARCH SER., I                     | 12/12/17       | AUDIT SERVICES            | 12/12/2017   | 01-320-5100       | 1,000.00        | .00         |           |
| Total MUNICIPAL RESEARCH SER., INC:            |                |                           |              |                   | 1,000.00        | .00         |           |
| NAPA-HEIGHTS AUTOMOTIVE                        | 3563-052384    | VEH MTC SUPPLIES          | 12/14/2017   | 01-350-5020       | 7.30            | .00         |           |
| NAPA-HEIGHTS AUTOMOTIVE                        | 3563-055942    | VEH MTC SUPPLIES          | 12/28/2017   | 01-350-5020       | 54.40           | .00         |           |
| Total NAPA-HEIGHTS AUTOMOTIVE:                 |                |                           |              |                   | 61.70           | .00         |           |
| NCPERS GROUP LIFE INS                          | 2/6/18         | PD PREMIUM                | 02/06/2018   | 01-000-2030       | 16.00           | .00         |           |
| Total NCPERS GROUP LIFE INS:                   |                |                           |              |                   | 16.00           | .00         |           |
| NICHOLAS J. HELMER                             | 2/1/18         | PHONE BILL REIMBURSEMENT  | 02/01/2018   | 01-310-5300       | 125.00          | .00         |           |
| Total NICHOLAS J. HELMER:                      |                |                           |              |                   | 125.00          | .00         |           |
| NICOR GAS                                      | 01/23/18       | PW 94-82-27-0000 4        | 01/23/2018   | 01-320-5410       | 955.08          | .00         |           |
| NICOR GAS                                      | 01-23-18       | PD SRVC 98-85-54-0000 4   | 01/23/2018   | 01-320-5410       | 495.02          | .00         |           |
| NICOR GAS                                      | 1/22/18        | CH 20-93-79-2787 7        | 01/22/2018   | 01-320-5410       | 513.53          | .00         |           |
| NICOR GAS                                      | 1/23/18        | WTR 70-06-34-0000 9       | 01/23/2018   | 51-300-5410       | 209.27          | .00         |           |
| NICOR GAS                                      | 1-23-18        | METRA 20-24-74-0000 3     | 01/23/2018   | 52-300-5410       | 185.77          | .00         |           |
| Total NICOR GAS:                               |                |                           |              |                   | 2,358.67        | .00         |           |
| NORTH EAST MULTI-REGIONAL                      | 230742         | PD TRAINING               | 01/26/2018   | 01-360-5330       | 255.00          | .00         |           |
| Total NORTH EAST MULTI-REGIONAL TRAINING INC.: |                |                           |              |                   | 255.00          | .00         |           |
| NORTH SHORE ENERGY                             | 12724          | METRA FURNACE REPAIR      | 01/08/2018   | 52-300-5100       | 3,200.00        | .00         |           |
| Total NORTH SHORE ENERGY:                      |                |                           |              |                   | 3,200.00        | .00         |           |

| Vendor Name                                     | Invoice Number | Description                | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|---|----------------|----------------------------|--------------|-------------------|-----------------|-------------|-----------|
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 01-320-4100       | 181.50          | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 01-340-4100       | 423.00          | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 01-360-4100       | 3,021.00        | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 01-350-4100       | 172.00          | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 51-300-4100       | 61.50           | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 01-370-4101       | 758.00          | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 01-320-4100       | 1,358.00        | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 01-340-4100       | 4,417.00        | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 01-360-4100       | 32,190.00       | .00         |           |
| NORTH SUBURBAN EMPLOYEE                         | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 01-370-4101       | 6,780.00        | .00         |           |
| Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT: |                |                            |              |                   | 49,362.00       | .00         |           |
| NORTHSHORE OMEGA                                | 207814211-01   | PHYSICAL EXAM              | 01/25/2018   | 01-360-5100       | 540.00          | .00         |           |
| Total NORTHSHORE OMEGA:                         |                |                            |              |                   | 540.00          | .00         |           |
| NORTHWEST MUNICIPAL CONF                        | 10299          | 2018-19 NWMC LEGISLATIVE B | 01/29/2018   | 01-310-5310       | 180.00          | .00         |           |
| Total NORTHWEST MUNICIPAL CONFERENCE:           |                |                            |              |                   | 180.00          | .00         |           |
| OFFICE DEPOT INC.                               | 9054777        | PD SUPPLIES                | 01/31/2018   | 01-360-5700       | 115.77          | .00         |           |
| Total OFFICE DEPOT INC.:                        |                |                            |              |                   | 115.77          | .00         |           |
| OHI LLC   | 17-983         | ROAD BOND REFUND           | 01/31/2018   | 72-000-2310       | 1,042.00        | .00         |           |
| Total OHI LLC:                                  |                |                            |              |                   | 1,042.00        | .00         |           |
| OMNI YOUTH SERVICES INC.                        | COPH - 1/19/1  | VOCA GRANT EXPENSE         | 01/19/2018   | 01-390-5910       | 8,673.87        | .00         |           |
| Total OMNI YOUTH SERVICES INC.:                 |                |                            |              |                   | 8,673.87        | .00         |           |
| PDC LABORATORIES INC                            | 886725         | WTR TESTING - COLIFORM     | 01/15/2018   | 51-300-5100       | 30.00           | .00         |           |
| Total PDC LABORATORIES INC:                     |                |                            |              |                   | 30.00           | .00         |           |
| PENTEGRA SYSTEMS LLC                            | 56434          | SERVICE CALL               | 01/17/2018   | 01-350-5104       | 185.00          | .00         |           |
| Total PENTEGRA SYSTEMS LLC:                     |                |                            |              |                   | 185.00          | .00         |           |
| PETTY CASH PD                                   | 1/31/18        | CROWN TROPHY EMPLOYEE O    | 01/31/2018   | 01-360-5100       | 6.00            | .00         |           |
| PETTY CASH PD                                   | 1/31/18        | WINDOW WASHING             | 01/31/2018   | 01-360-5140       | 138.34          | .00         |           |
| PETTY CASH PD                                   | 1/31/18        | NS CHIEFS MEETING          | 01/31/2018   | 01-360-5330       | 121.51          | .00         |           |
| PETTY CASH PD                                   | 1/31/18        | SUPPLIES                   | 01/31/2018   | 01-360-5700       | 71.51           | .00         |           |
| PETTY CASH PD                                   | 1/31/18        | TASER CLASS SUPPLIES       | 01/31/2018   | 01-360-5710       | 36.79           | .00         |           |
| Total PETTY CASH PD:                            |                |                            |              |                   | 374.15          | .00         |           |
| PITNEY BOWES PURCHASE PO                        | 1/24/18        | PURCHASE POWER STATEME     | 01/24/2018   | 01-320-5200       | 20.83           | .00         |           |
| Total PITNEY BOWES PURCHASE POWER:              |                |                            |              |                   | 20.83           | .00         |           |
| PLAYERS PUB & GRILL LLC                         | 1/18/18        | REFUND OF LATE FEE         | 01/18/2018   | 01-105-3050       | 500.00          | .00         |           |
| Total PLAYERS PUB & GRILL LLC:                  |                |                            |              |                   | 500.00          | .00         |           |
| PRO DATA PAYROLL SERVICE                        | 394041         | PAYROLL PROCESSING         | 01/16/2018   | 01-320-5540       | 665.55          | .00         |           |

| Vendor Name                               | Invoice Number | Description                | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|---|----------------|----------------------------|--------------|-------------------|-----------------|-------------|-----------|
| PRO DATA PAYROLL SERVICE                  | 394703         | PAYROLL PROCESSING         | 01/31/2018   | 01-320-5540       | 181.15          | .00         |           |
| Total PRO DATA PAYROLL SERVICES INC.:     |                |                            |              |                   | 848.70          | .00         |           |
| READY PRESS LLC                           | 80368          | ENVELOPES                  | 01/18/2018   | 01-320-5221       | 195.00          | .00         |           |
| READY PRESS LLC                           | 80388          | ENVELOPES                  | 01/24/2018   | 01-320-5221       | 195.00          | .00         |           |
| Total READY PRESS LLC:                    |                |                            |              |                   | 390.00          | .00         |           |
| REDSPEED ILLINOIS                         | 1/25/18        | ALEKSANDR NEPOMNYASCHIY    | 01/25/2018   | 01-140-3500       | 100.00          | .00         |           |
| REDSPEED ILLINOIS                         | 1/31/18        | TICKET #1702600436231948   | 01/31/2018   | 01-140-3500       | 100.00          | .00         |           |
| Total REDSPEED ILLINOIS:                  |                |                            |              |                   | 200.00          | .00         |           |
| RICHARD TIBBITS                           | 2/4/18         | BROADCASTING EQUIPMENT R   | 02/04/2018   | 01-310-7020       | 137.09          | .00         |           |
| Total RICHARD TIBBITS:                    |                |                            |              |                   | 137.09          | .00         |           |
| ROBERT KORVAS                             | 01/24/18       | REIMBURSEMENT FOR WATER    | 01/24/2018   | 01-310-5950       | 47.53           | .00         |           |
| Total ROBERT KORVAS:                      |                |                            |              |                   | 47.53           | .00         |           |
| ROGER D. HOGREVE                          | 01/19/18       | RAFFLE WINNER OF WATER F   | 01/19/2018   | 01-310-5950       | 50.00           | .00         |           |
| Total ROGER D. HOGREVE:                   |                |                            |              |                   | 50.00           | .00         |           |
| RUBEN AVILES                              | 17-1004        | ROAD BOND REFUND           | 01/16/2018   | 72-000-2310       | 528.00          | .00         |           |
| Total RUBEN AVILES:                       |                |                            |              |                   | 528.00          | .00         |           |
| RYDIN DECAL                               | 340337         | VEHICLE STICKERS           | 01/25/2018   | 01-320-5221       | 2,284.44        | .00         |           |
| Total RYDIN DECAL:                        |                |                            |              |                   | 2,284.44        | .00         |           |
| SCOT DECAL COMPANY INC                    | 26130          | BUSINESS/VENDING DECALS    | 01/17/2018   | 01-320-5221       | 848.00          | .00         |           |
| Total SCOT DECAL COMPANY INC:             |                |                            |              |                   | 848.00          | .00         |           |
| STEPHANIE CONBOY                          | 1/9/18         | TUITION REIMBURSEMENT      | 01/09/2018   | 01-360-5340       | 1,500.00        | .00         |           |
| Total STEPHANIE CONBOY:                   |                |                            |              |                   | 1,500.00        | .00         |           |
| STERLING CODIFIERS INC                    | 20118          | ANNUAL HOSTING FEE         | 01/01/2018   | 01-320-5100       | 500.00          | .00         |           |
| Total STERLING CODIFIERS INC:             |                |                            |              |                   | 500.00          | .00         |           |
| TEMPERATURE EQUIPMENT C                   | 5196348-00     | FURNACE GAS VALVE          | 01/04/2018   | 01-350-5710       | 118.62          | .00         |           |
| Total TEMPERATURE EQUIPMENT CORP:         |                |                            |              |                   | 118.62          | .00         |           |
| TONYS FINER FOODS ENTERP                  | 1/22/18        | SALES TAX INCENTIVE OCT-DE | 01/22/2018   | 01-380-5975       | 42,397.06       | .00         |           |
| Total TONY'S FINER FOODS ENTERPRISES INC: |                |                            |              |                   | 42,397.06       | .00         |           |
| TRUAX PATIENT SERVICES                    | 012218NPHPD    | PD SUPPLIES                | 01/22/2018   | 01-360-7022       | 300.00          | .00         |           |
| Total TRUAX PATIENT SERVICES:             |                |                            |              |                   | 300.00          | .00         |           |

| Vendor Name                                    | Invoice Number | Description               | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|--|----------------|---------------------------|--------------|-------------------|-----------------|-------------|-----------|
| UNIFIRST CORPORATION                           | 0811258222     | PW UNIFORMS               | 01/12/2018   | 01-350-5104       | 88.01           | .00         |           |
| UNIFIRST CORPORATION                           | 0811259986     | PW UNIFORMS               | 01/19/2018   | 01-350-5104       | 88.01           | .00         |           |
| UNIFIRST CORPORATION                           | 0811261740     | PW CLOTHING               | 01/26/2018   | 01-350-5104       | 133.28          | .00         |           |
| UNIFIRST CORPORATION                           | 0811263490     | PW CLOTHING               | 02/02/2018   | 01-350-5104       | 88.01           | .00         |           |
| Total UNIFIRST CORPORATION:                    |                |                           |              |                   | 397.29          | .00         |           |
| US BANK NA                                     | 4889224        | SSA#6 SERIES 2009         | 01/25/2018   | 46-300-5430       | 450.00          | .00         |           |
| Total US BANK NA:                              |                |                           |              |                   | 450.00          | .00         |           |
| VADIM BERKUN                                   | 1/25/18        | METRA REFUND              | 01/25/2018   | 52-300-5970       | 70.00           | .00         |           |
| Total VADIM BERKUN:                            |                |                           |              |                   | 70.00           | .00         |           |
| VERIZON WIRELESS                               | 9789673012     | JANUARY STATEMENT         | 01/10/2018   | 01-360-5610       | 570.22          | .00         |           |
| VERIZON WIRELESS                               | 9800436452     | JANUARY STATEMENT         | 01/23/2018   | 51-300-5410       | 40.01           | .00         |           |
| Total VERIZON WIRELESS:                        |                |                           |              |                   | 610.23          | .00         |           |
| VILLAGE OF MOUNT PROSPEC                       | 1/15/18        | WATER USAGE #3288-001     | 01/15/2018   | 51-300-5412       | 342.65          | .00         |           |
| VILLAGE OF MOUNT PROSPEC                       | 1-15-18        | WATER USAGE #3287-001     | 01/15/2018   | 51-300-5412       | 242.06          | .00         |           |
| VILLAGE OF MOUNT PROSPEC                       | 2018-0038000   | WATER USAGE               | 01/26/2018   | 51-300-5412       | 494.90          | .00         |           |
| Total VILLAGE OF MOUNT PROSPECT:               |                |                           |              |                   | 1,079.61        | .00         |           |
| VISO GRAPHIC INC                               | 212338         | PRINTING                  | 01/19/2018   | 01-360-5221       | 1,241.30        | .00         |           |
| Total VISO GRAPHIC INC:                        |                |                           |              |                   | 1,241.30        | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3758995-0      | BUILDING OFFICE SUPPLIES  | 01/12/2018   | 01-340-5700       | 43.90           | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3758995-0      | CH OFFICE SUPPLIES        | 01/12/2018   | 01-320-5700       | 14.85           | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3767731-0      | CH OFFICE SUPPLIES        | 01/19/2018   | 01-320-5700       | 52.13           | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3768818-0      | SUPPLIES                  | 01/22/2018   | 01-320-5700       | 25.98           | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3777835-0      | BUILDING OFFICE SUPPLIES  | 01/29/2018   | 01-340-5700       | 17.64           | .00         |           |
| WAREHOUSE DIRECT OFFICE                        | 3785209-0      | CH OFFICE SUPPLIES        | 02/02/2018   | 01-320-5700       | 42.55           | .00         |           |
| Total WAREHOUSE DIRECT OFFICE PROD INC.:       |                |                           |              |                   | 197.05          | .00         |           |
| WATER PRODUCTS COMPANY                         | 0278582        | WATER CONNECTION FITTING  | 01/25/2018   | 51-300-5050       | 195.22          | .00         |           |
| Total WATER PRODUCTS COMPANY OF AURORA INC.:   |                |                           |              |                   | 195.22          | .00         |           |
| WHEELING/PROSPECT HEIGHT                       | 5205           | BOARD INSTALLATION DINNER | 01/19/2018   | 01-310-5310       | 50.00           | .00         |           |
| Total WHEELING/PROSPECT HEIGHTS CC & INDUSTRY: |                |                           |              |                   | 50.00           | .00         |           |
| XTIVITY SOLUTIONS INC.                         | 538            | MONTHLY VOID SERVICES     | 02/06/2018   | 01-320-5410       | 1,146.30        | .00         |           |
| Total XTIVITY SOLUTIONS INC.:                  |                |                           |              |                   | 1,146.30        | .00         |           |
| Grand Totals:                                  |                |                           |              |                   | 349,268.85      | .00         |           |

| Vendor Name | Invoice Number | Description | Invoice Date | GL Account Number | Net Invoice Amt | Amount Paid | Date Paid |
|-------------|----------------|-------------|--------------|-------------------|-----------------|-------------|-----------|
|-------------|----------------|-------------|--------------|-------------------|-----------------|-------------|-----------|

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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\_\_\_\_\_

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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  
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| GL Account and Title                  | Vendor Name                | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---------------------------------------|----------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| <b>GENERAL FUND</b>                   |                            |                |                            |              |                    |             |           |
| 01-000-2030 WITHHOLDING INSURAN       | MADISON NATIONAL LIFE      | 1283840        | LIFE INSURANCE             | 02/01/2018   | 162.76             | .00         |           |
| 01-000-2030 WITHHOLDING INSURAN       | NCBERS GROUP LIFE INS      | 2/6/18         | PD PREMIUM                 | 02/06/2018   | 16.00              | .00         |           |
| 01-000-2031 WITHHOLDING - Q AFLA      | AFLAC                      | 978705         | AFLAC WITHHOLDING          | 01/23/2018   | 201.02             | .00         |           |
| 01-000-2050 W/H LOCAL 150 UNION       | IJOE LOCAL 150 ADMIN       | #150 A 2/2/18  | LOCAL 150 ADMIN DUES       | 02/02/2018   | 303.91             | .00         |           |
| 01-000-2050 W/H LOCAL 150 UNION       | IJOE LOCAL 150 MEMBERSHIP  | #150 M 2/2/18  | LOCAL 150 MEMBERSHIP DUE   | 02/02/2018   | 58.85              | .00         |           |
| 01-000-2052 WITHHOLDING POLICE U      | METROPOLITAN ALLIANCE OF   | #252 2/2/2018  | MAP #252 DUES              | 02/02/2018   | 544.00             | .00         |           |
| 01-000-2052 WITHHOLDING POLICE U      | METROPOLITAN ALLIANCE OF   | #253 2/2/2018  | MAP #253 DUES              | 02/02/2018   | 170.00             | .00         |           |
| 01-000-2061 WITHHOLDING FLEX ME       | ALAN STEFFEN               | 2/6/18         | FLEX SPENDING REIMBURSEM   | 02/06/2018   | 780.00             | .00         |           |
| Total :                               |                            |                |                            |              | 2,236.54           | .00         |           |
| <b>LOCAL TAXES</b>                    |                            |                |                            |              |                    |             |           |
| 01-105-3050 PLACES FOR EATING TA      | PLAYERS PUB & GRILL LLC    | 1/18/18        | REFUND OF LATE FEE         | 01/18/2018   | 500.00             | .00         |           |
| Total LOCAL TAXES:                    |                            |                |                            |              | 500.00             | .00         |           |
| <b>PUBLIC SAFETY FINES &amp; FEES</b> |                            |                |                            |              |                    |             |           |
| 01-140-3500 TRAFFIC FINES             | REDSPEED ILLINOIS          | 1/25/18        | ALEKSANDR NEPOMNYASCHIY    | 01/25/2018   | 100.00             | .00         |           |
| 01-140-3500 TRAFFIC FINES             | REDSPEED ILLINOIS          | 1/31/18        | TICKET #1702600436231948   | 01/31/2018   | 100.00             | .00         |           |
| Total PUBLIC SAFETY FINES & FEES:     |                            |                |                            |              | 200.00             | .00         |           |
| <b>CITY COUNCIL &amp; BOARDS</b>      |                            |                |                            |              |                    |             |           |
| 01-310-5300 ALDERMANIC EXPENSE        | NICHOLAS J. HELMER         | 2/1/18         | PHONE BILL REIMBURSEMENT   | 02/01/2018   | 125.00             | .00         |           |
| 01-310-5310 MEMBERSHIPS               | ILLINOIS NATOA             | 1/31/18        | MEMBERSHIP DUES            | 01/31/2018   | 85.00              | .00         |           |
| 01-310-5310 MEMBERSHIPS               | NORTHWEST MUNICIPAL CONF   | 10289          | 2018-19 NWMC LEGISLATIVE B | 01/29/2018   | 180.00             | .00         |           |
| 01-310-5310 MEMBERSHIPS               | WHEELING/PROSPECT HEIGHT   | 5205           | BOARD INSTALLATION DINNER  | 01/19/2018   | 50.00              | .00         |           |
| 01-310-5950 SPECIAL EVENTS            | ROBERT KORVAS              | 01/24/18       | REIMBURSEMENT FOR WATER    | 01/24/2018   | 47.53              | .00         |           |
| 01-310-5950 SPECIAL EVENTS            | ROGER D. HOGREVE           | 01/19/18       | RAFFLE WINNER OF WATER F   | 01/19/2018   | 50.00              | .00         |           |
| 01-310-7020 EQUIPMENT                 | RICHARD TIBBIT'S           | 2/4/18         | BROADCASTING EQUIPMENT R   | 02/04/2018   | 137.09             | .00         |           |
| Total CITY COUNCIL & BOARDS:          |                            |                |                            |              | 674.62             | .00         |           |
| <b>ADMINISTRATION</b>                 |                            |                |                            |              |                    |             |           |
| 01-320-4100 HEALTH INSURANCE          | NORTH SUBURBAN EMPLOYEE    | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 181.50             | .00         |           |
| 01-320-4100 HEALTH INSURANCE          | NORTH SUBURBAN EMPLOYEE    | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 1,358.00           | .00         |           |
| 01-320-4110 LIFE INSURANCE            | MADISCN NATIONAL LIFE      | 1283640        | LIFE INSURANCE             | 02/01/2018   | 22.49              | .00         |           |
| 01-320-5100 PROFESSIONAL SERVIC       | MUNICIPAL RESEARCH SER., I | 12/12/17       | AUDIT SERVICES             | 12/12/2017   | 1,000.00           | .00         |           |
| 01-320-5100 PROFESSIONAL SERVIC       | STERLING CODIFIERS INC     | 20118          | ANNUAL HOSTING FEE         | 01/01/2018   | 500.00             | .00         |           |

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| GL Account and Title             | Vendor Name               | Invoice Number | Description                 | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|----------------------------------|---------------------------|----------------|-----------------------------|--------------|--------------------|-------------|-----------|
| 01-320-5101 AUDIT                | LAUTERBACH & AMEN, LLP    | 26358          | ACCOUNTING SERVICES         | 01/22/2018   | 13,800.00          | .00         |           |
| 01-320-5123 LABOR ATTORNEY       | FRANCZEK RADELET          | 181277         | CONTRACT NEGOTIATIONS       | 01/26/2018   | 5,654.57           | .00         |           |
| 01-320-5130 COMPUTER CONSULTA    | DEKIND COMPUTER CONSULT   | 23796          | COMPUTER CONSULTANT         | 02/01/2018   | 3,510.00           | .00         |           |
| 01-320-5130 COMPUTER CONSULTA    | DEKIND COMPUTER CONSULT   | 23668          | COMPUTER CONSULTANT         | 02/01/2018   | 120.00             | .00         |           |
| 01-320-5200 POSTAGE              | PITNEY BOWES PURCHASE PO  | 1/24/18        | PURCHASE POWER STATEMENT    | 01/24/2018   | 20.83              | .00         |           |
| 01-320-5221 PRINTING             | ADVANTAGE MARKETING GRO   | 31327          | 2017/18 WINTER EDITION      | 01/12/2018   | 2,985.00           | .00         |           |
| 01-320-5221 PRINTING             | READY PRESS LLC           | 80368          | ENVELOPES                   | 01/18/2018   | 195.00             | .00         |           |
| 01-320-5221 PRINTING             | READY PRESS LLC           | 80388          | ENVELOPES                   | 01/24/2018   | 195.00             | .00         |           |
| 01-320-5221 PRINTING             | RYDIN DECAL               | 340337         | VEHICLE STICKERS            | 01/25/2018   | 2,284.44           | .00         |           |
| 01-320-5221 PRINTING             | SCOT DECAL COMPANY INC    | 26130          | BUSINESS/ENDING DECALS      | 01/17/2018   | 848.00             | .00         |           |
| 01-320-5410 UTILITIES            | AT&T LONG DISTANCE        | 2/6/18         | MIS LD ACCT. #8211288300    | 02/06/2018   | 65.56              | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | ILLINOIS AMERICAN           | 01/19/2018   | 230.90             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                     | 01/19/2018   | 281.15             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                     | 01/19/2018   | 239.85             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | AT&T                        | 01/19/2018   | 314.67             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | AT&T                        | 01/19/2018   | 101.23             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | AT&T                        | 01/19/2018   | 101.23             | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                     | 01/19/2018   | 4.20               | .00         |           |
| 01-320-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                     | 01/19/2018   | 254.85             | .00         |           |
| 01-320-5410 UTILITIES            | ILLINOIS-AMERICAN WATER C | 02/1/18        | PW 1025-210002055629        | 02/01/2018   | 314.42             | .00         |           |
| 01-320-5410 UTILITIES            | ILLINOIS-AMERICAN WATER C | 2/1/18         | PW 1025-210002055667        | 02/01/2018   | 42.93              | .00         |           |
| 01-320-5410 UTILITIES            | NICOR GAS                 | 01/23/18       | PW 94-82-27-0000 4          | 01/23/2018   | 955.08             | .00         |           |
| 01-320-5410 UTILITIES            | NICOR GAS                 | 01-23-18       | PD SRVC 98-65-54-0000 4     | 01/23/2018   | 495.02             | .00         |           |
| 01-320-5410 UTILITIES            | NICOR GAS                 | 1/22/18        | CH 20-93-79-2787 7          | 01/22/2018   | 513.53             | .00         |           |
| 01-320-5410 UTILITIES            | XTIVITY SOLUTIONS INC.    | 538            | MONTHLY VOID SERVICES       | 02/06/2018   | 1,146.30           | .00         |           |
| 01-320-5430 CREDIT CARD & BANK C | CARDMEMBER SERVICE        | 1/19/18        | CREDIT CARD FEES            | 01/19/2018   | 110.15             | .00         |           |
| 01-320-5500 LIABILITY INSURANCE  | MESIROW INSURANCE SERVICE | 759860         | UMBRELLA POLICY             | 12/27/2017   | 5,784.55           | .00         |           |
| 01-320-5500 LIABILITY INSURANCE  | MESIROW INSURANCE SERVICE | 759892         | GENERAL LIABILITY           | 12/27/2017   | 19,254.34          | .00         |           |
| 01-320-5530 WORKERS COMPENSATI   | ILLINOIS PUBLIC RISK FUND | 50191          | MARCH 2018                  | 01/16/2018   | 447.92             | .00         |           |
| 01-320-5540 PAYROLL SERVICE FEE  | PRO DATA PAYROLL SERVICE  | 394041         | PAYROLL PROCESSING          | 01/16/2018   | 665.55             | .00         |           |
| 01-320-5540 PAYROLL SERVICE FEE  | PRO DATA PAYROLL SERVICE  | 394703         | PAYROLL PROCESSING          | 01/31/2018   | 181.15             | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | LARA BATTEN               | 1/31/18        | 1099 & 1096 TAX FORMS REIMB | 01/31/2018   | 31.89              | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | LOGSDON OFFICE SUPPLY     | 1016784-001    | SUPPLIES                    | 01/19/2018   | 64.90              | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | LOGSDON OFFICE SUPPLY     | 1018038-001    | SUPPLIES                    | 01/19/2018   | 104.89             | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | WAREHOUSE DIRECT OFFICE   | 3758995-0      | CH OFFICE SUPPLIES          | 01/12/2018   | 14.85              | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | WAREHOUSE DIRECT OFFICE   | 3767731-0      | CH OFFICE SUPPLIES          | 01/19/2018   | 52.13              | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | WAREHOUSE DIRECT OFFICE   | 3768818-0      | SUPPLIES                    | 01/22/2018   | 25.98              | .00         |           |
| 01-320-5700 OFFICE SUPPLIES      | WAREHOUSE DIRECT OFFICE   | 3785209-0      | CH OFFICE SUPPLIES          | 02/02/2018   | 42.55              | .00         |           |
| 01-320-5820 PUBLICATIONS         | JOURNAL & TOPICS NEWSPAP  | 2/7/18         | ACCT 110565 SUBSCRIPTION    | 02/07/2018   | 33.00              | .00         |           |

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| GL Account and Title              | Vendor Name                      | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-----------------------------------|----------------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| <b>Total ADMINISTRATION:</b>      |                                  |                |                            |              |                    |             |           |
| <b>BUILDING DEPARTMENT</b>        |                                  |                |                            |              | 64,549.60          | .00         |           |
| 01-340-4100 HEALTH INSURANCE      | NORTH SUBURBAN EMPLOYEE          | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 423.00             | .00         |           |
| 01-340-4100 HEALTH INSURANCE      | NORTH SUBURBAN EMPLOYEE          | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 4,417.00           | .00         |           |
| 01-340-4110 LIFE INSURANCE        | MADISON NATIONAL LIFE            | 1283640        | LIFE INSURANCE             | 02/01/2018   | 32.42              | .00         |           |
| 01-340-5100 PROFESSIONAL SERVIC   | FOOD & ALCOHOL SERVICE TR        | 2017-15        | SANITATION INSPECTIONS     | 01/30/2018   | 960.00             | .00         |           |
| 01-340-5100 PROFESSIONAL SERVIC   | FOOD & ALCOHOL SERVICE TR        | 2018-1         | SANITATION INSPECTIONS     | 01/30/2018   | 1,235.00           | .00         |           |
| 01-340-5100 PROFESSIONAL SERVIC   | JEFFREY L BAUREIS                | 26             | ELECTRICAL INSPECTIONS     | 01/20/2018   | 946.00             | .00         |           |
| 01-340-5330 TRAINING              | CARDMEMBER SERVICE               | 1/19/18        | TRAINING BOOK              | 01/19/2018   | 105.00             | .00         |           |
| 01-340-5330 TRAINING              | CARDMEMBER SERVICE               | 1/19/18        | TRAINING                   | 01/19/2018   | 209.00             | .00         |           |
| 01-340-5500 LIABILITY INSURANCE   | MESIROW INSURANCE SERVIC         | 759660         | UMBRELLA POLICY            | 12/27/2017   | 99.95              | .00         |           |
| 01-340-5500 LIABILITY INSURANCE   | MESIROW INSURANCE SERVIC         | 759660         | GENERAL LIABILITY          | 12/27/2017   | 332.71             | .00         |           |
| 01-340-5530 WORKERS COMPENSATI    | ILLINOIS PUBLIC RISK FUND        | 50191          | MARCH 2018                 | 01/16/2018   | 447.92             | .00         |           |
| 01-340-5700 OFFICE SUPPLIES       | WAREHOUSE DIRECT OFFICE          | 3758995-0      | BUILDING OFFICE SUPPLIES   | 01/12/2018   | 43.90              | .00         |           |
| 01-340-5700 OFFICE SUPPLIES       | WAREHOUSE DIRECT OFFICE          | 3777835-0      | BUILDING OFFICE SUPPLIES   | 01/29/2018   | 17.64              | .00         |           |
| <b>Total BUILDING DEPARTMENT:</b> |                                  |                |                            |              | 9,269.54           | .00         |           |
| <b>PUBLIC WORKS</b>               |                                  |                |                            |              | 7,700.00           | .00         |           |
| 01-350-4100 HEALTH INSURANCE      | MOE FUNDS                        | 02/2018        | HEALTH/DENTAL INS PREMIUM  | 02/05/2018   | 172.00             | .00         |           |
| 01-350-4100 HEALTH INSURANCE      | NORTH SUBURBAN EMPLOYEE          | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 41.25              | .00         |           |
| 01-350-4110 LIFE INSURANCE        | MADISON NATIONAL LIFE            | 1283640        | LIFE INSURANCE             | 02/01/2018   | 12.71              | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | ARLINGTON HEIGHTS FORD, IN       | 819705         | VEHICLE MAINTENANCE PART   | 01/08/2018   | 506.14             | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | ARLINGTON HEIGHTS FORD, IN       | 819792         | VEHICLE MAINTENANCE PART   | 01/09/2018   | 50.00-             | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | ARLINGTON HEIGHTS FORD, IN       | 819785         | CREDIT MEMO                | 01/09/2018   | 60.59              | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | BRISTOL HOSE & FITTING           | 3355160        | PLOW TRUCK PARTS           | 11/13/2017   | 29.07              | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | CHICAGO PARTS AND SOUND,         | 30IC053399     | AUTO PARTS                 | 01/09/2018   | 177.96             | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | EL-COR INDUSTRIES INC            | 101530         | VEH MTC SUPPLIES           | 01/02/2018   | 172.52             | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | EL-COR INDUSTRIES INC            | 101762         | AUTO PARTS                 | 01/23/2018   | 7.30               | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | NAPA-HEIGHTS AUTOMOTIVE          | 3563-052384    | VEH MTC SUPPLIES           | 12/14/2017   | 54.40              | .00         |           |
| 01-350-5020 VEHICLE MAINTENANCE   | NAPA-HEIGHTS AUTOMOTIVE          | 3563-055942    | VEH MTC SUPPLIES           | 12/28/2017   | 1,101.75           | .00         |           |
| 01-350-5031 SIGNAL MAINTENANCE    | CC Dept of Transportation & High | 2017-4         | TRAFFIC SIGNAL MAINTENANCE | 01/03/2018   | 939.02             | .00         |           |
| 01-350-5100 PROFESSIONAL SERVIC   | JULIE INC                        | 2018-1386      | UTILITY LOCATING SERVICE   | 01/08/2018   | 94.00              | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | FIRST IMPRESSION MANAGEM         | 153598         | WINDOW CLEANING            | 01/11/2018   | 185.00             | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | PENTEGRA SYSTEMS LLC             | 56434          | SERVICE CALL               | 01/17/2018   | 88.01              | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | UNIFIRST CORPORATION             | 0811258222     | PW UNIFORMS                | 01/12/2018   | 88.01              | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | UNIFIRST CORPORATION             | 0811259886     | PW UNIFORMS                | 01/19/2018   | 133.26             | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | UNIFIRST CORPORATION             | 0811261740     | PW CLOTHING                | 01/26/2018   | 88.01              | .00         |           |
| 01-350-5104 PROF SERVICES - BUILD | UNIFIRST CORPORATION             | 0811263490     | PW CLOTHING                | 02/02/2018   |                    | .00         |           |

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| GL Account and Title              | Vendor Name               | Invoice Number | Description               | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-----------------------------------|---------------------------|----------------|---------------------------|--------------|--------------------|-------------|-----------|
| 01-350-5310 MEMBERSHIPS           | APWA                      | 1/9/18         | GROUP MEMBERSHIP RENEW    | 01/09/2018   | 660.00             | .00         |           |
| 01-350-5330 TRAINING              | CARDMEMBER SERVICE        | 1/19/18        | LANDSCAPE TRAINING        | 01/19/2018   | 50.00              | .00         |           |
| 01-350-5411 WATER AND ELECTRIC    | CONSTELLATION NEWENERGY   | 0043137537     | 1-ZCQNEU                  | 01/08/2018   | 165.60             | .00         |           |
| 01-350-5411 WATER AND ELECTRIC    | CONSTELLATION NEWENERGY   | 0043208837     | 1-O4M7AA                  | 01/13/2018   | 58.06              | .00         |           |
| 01-350-5411 WATER AND ELECTRIC    | CONSTELLATION NEWENERGY   | 0043332898     | 1-Y1LVID                  | 01/23/2018   | 487.62             | .00         |           |
| 01-350-5411 WATER AND ELECTRIC    | CONSTELLATION NEWENERGY   | 0043332990     | 1-Y1LVJR                  | 01/23/2018   | 898.39             | .00         |           |
| 01-350-5500 LIABILITY INSURANCE P | MESIROW INSURANCE SERVIC  | 759860         | UMBRELLA POLICY           | 12/27/2017   | 6,880.10           | .00         |           |
| 01-350-5500 LIABILITY INSURANCE P | MESIROW INSURANCE SERVIC  | 759892         | GENERAL LIABILITY         | 12/27/2017   | 22,900.96          | .00         |           |
| 01-350-5500 LIABILITY INSURANCE P | MESIROW INSURANCE SERVIC  | 761352         | LIABILITY INSURANCE       | 12/28/2017   | 4,848.00           | .00         |           |
| 01-350-5530 WORKERS COMPENSATI    | ILLINOIS PUBLIC RISK FUND | 50191          | MARCH 2018                | 01/18/2018   | 2,799.50           | .00         |           |
| 01-350-5700 OFFICE SUPPLIES       | CARDMEMBER SERVICE        | 1/19/18        | OFFICE SUPPLIES           | 01/19/2018   | 73.19              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | CARDMEMBER SERVICE        | 1/19/18        | CONFERENCE ROOM TABLE P   | 01/19/2018   | 22.98              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | CARDMEMBER SERVICE        | 1/19/18        | DOOR LOCK PARTS           | 01/19/2018   | 77.00              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | CH FRONT DOOR STOP        | 02/08/2018   | 4.21               | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | CHRISTMAS LIGHT STORAGE   | 02/08/2018   | 53.82              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | SHOP SUPPLIES             | 02/08/2018   | 89.04              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | SHOP SUPPLIES             | 02/08/2018   | 63.84              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | SHOP SUPPLIES             | 02/08/2018   | 63.36              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | HOME DEPOT CREDIT SERVIC  | 2/8/18         | BUILDING MATERIALS        | 02/08/2018   | 56.66              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | MICHAEL WAGNER & SONS IN  | 1429198        | REPAIR KITS               | 01/24/2018   | 16.48              | .00         |           |
| 01-350-5710 OPERATING SUPPLIES    | TEMPERATURE EQUIPMENT C   | 5196348-00     | FURNACE GAS VALVE         | 01/04/2018   | 118.62             | .00         |           |
| 01-350-5751 GASOLINE              | CONSERV FS INC.           | 102007840      | GASOLINE                  | 12/29/2017   | 2,591.74           | .00         |           |
| 01-350-5751 GASOLINE              | CONSERV FS INC.           | 102007841      | GASOLINE                  | 12/29/2017   | 742.81             | .00         |           |
| 01-350-5751 GASOLINE              | CONSERV FS INC.           | 102007932      | GASOLINE                  | 01/12/2018   | 2,335.94           | .00         |           |
| 01-350-5751 GASOLINE              | CONSERV FS INC.           | 102008001      | GASOLINE                  | 01/28/2018   | 1,365.83           | .00         |           |
| 01-350-5751 GASOLINE              | CONSERV FS INC.           | 102008002      | GASOLINE                  | 01/28/2018   | 2,409.26           | .00         |           |
| 01-350-7023 SAFETY EQUIPMENT      | CARDMEMBER SERVICE        | 1/19/18        | SAFETY SHOE GRIPS         | 01/19/2018   | 107.70             | .00         |           |
| Total PUBLIC WORKS:               |                           |                |                           |              | 61,541.71          | .00         |           |
| PUBLIC SAFETY                     |                           |                |                           |              |                    |             |           |
| 01-360-4100 HEALTH INSURANCE      | HMO ILLINOIS              | 1/31/18        | HEALTH INSURANCE          | 01/31/2018   | 6,384.80           | .00         |           |
| 01-360-4100 HEALTH INSURANCE      | NORTH SUBURBAN EMPLOYEE   | 1/19/18        | DENTAL & VISION INSURANCE | 01/19/2018   | 3,021.00           | .00         |           |
| 01-360-4100 HEALTH INSURANCE      | NORTH SUBURBAN EMPLOYEE   | 2/6/18         | MEDICAL INSURANCE         | 02/06/2018   | 32,190.00          | .00         |           |
| 01-360-4110 LIFE INSURANCE        | MADISON NATIONAL LIFE     | 1283640        | LIFE INSURANCE            | 02/01/2018   | 222.35             | .00         |           |
| 01-360-5100 PROFESSIONAL SERVIC   | MERIT EMPLOYMENT ASSESS   | 20182209       | POLICE SERGEANT TESTING M | 01/21/2018   | 2,492.50           | .00         |           |
| 01-360-5100 PROFESSIONAL SERVIC   | NORTHSHORE OMEGA          | 207814211-01   | PHYSICAL EXAM             | 01/25/2018   | 540.00             | .00         |           |
| 01-360-5100 PROFESSIONAL SERVIC   | PETTY CASH PD             | 1/31/18        | CROWN TROPHY EMPLOYEE O   | 01/31/2018   | 6.00               | .00         |           |
| 01-360-5140 PRISONERS CARE        | PETTY CASH PD             | 1/31/18        | WINDOW WASHING            | 01/31/2018   | 138.34             | .00         |           |
| 01-360-5141 KENNEL FEES           | CARDMEMBER SERVICE        | 1/19/18        | PETCO                     | 01/19/2018   | 103.29             | .00         |           |
| 01-360-5200 POSTAGE               | MAILBOX PLUS              | 1/15/18        | PD SHIPPING               | 01/15/2018   | 23.20              | .00         |           |

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|-----------------------------------|----------------------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
| 01-360-5200 POSTAGE               | MAILBOX PLUS               | 1/31/18        | PD SHIPPING                | 01/31/2018   | 13.90              | .00         |           |
| 01-360-5200 POSTAGE               | MAILBOX PLUS               | 1/9/18         | PD SHIPPING                | 01/09/2018   | 23.90              | .00         |           |
| 01-360-5221 PRINTING              | VISO GRAPHIC INC           | 212338         | PRINTING                   | 01/19/2018   | 1,241.30           | .00         |           |
| 01-360-5310 MEMBERSHIPS           | MT. PROSPECT/PROSPECT HEI  | 446            | DUES                       | 12/31/2017   | 85.00              | .00         |           |
| 01-360-5321 AUTO EXPENSE          | ILLINOIS SECRETARY OF STAT | 2/6/18         | LICENSE PLATE RENEWALS     | 02/06/2018   | 202.00             | .00         |           |
| 01-360-5330 TRAINING              | MT. PROSPECT/PROSPECT HEI  | 447            | TRAINING LUNCHES           | 12/31/2017   | 80.00              | .00         |           |
| 01-360-5330 TRAINING              | NORTH EAST MULTI-REGIONAL  | 230742         | PD TRAINING                | 01/26/2018   | 255.00             | .00         |           |
| 01-360-5330 TRAINING              | PETTY CASH PD              | 1/31/18        | NS CHIEFS MEETING          | 01/31/2018   | 121.51             | .00         |           |
| 01-360-5340 TUITION REIMBURSEME   | STEPHANIE CONBOY           | 1/9/18         | TUITION REIMBURSEMENT      | 01/09/2018   | 1,500.00           | .00         |           |
| 01-360-5500 LIABILITY INSURANCE P | MESIROW INSURANCE SERVIC   | 759860         | UMBRELLA POLICY            | 12/27/2017   | 8,177.25           | .00         |           |
| 01-360-5500 LIABILITY INSURANCE P | MESIROW INSURANCE SERVIC   | 759892         | GENERAL LIABILITY          | 12/27/2017   | 27,218.63          | .00         |           |
| 01-360-5530 WORKERS COMPENSATI    | ILLINOIS PUBLIC RISK FUND  | 50191          | MARCH 2018                 | 01/16/2018   | 6,830.78           | .00         |           |
| 01-360-5610 EQUIPMENT MAINTENA    | IL STATE TOLL HWY AUTHORIT | G12500000181   | PD I-PASS TRANSPONDERS     | 12/31/2017   | 20.00              | .00         |           |
| 01-360-5610 EQUIPMENT MAINTENA    | VERIZON WIRELESS           | 9798673012     | JANUARY STATEMENT          | 01/10/2018   | 570.22             | .00         |           |
| 01-360-5700 OFFICE SUPPLIES       | OFFICE DEPOT INC.          | 9054777        | PD SUPPLIES                | 01/31/2018   | 115.77             | .00         |           |
| 01-360-5700 OFFICE SUPPLIES       | PETTY CASH PD              | 1/31/18        | SUPPLIES                   | 01/31/2018   | 71.51              | .00         |           |
| 01-360-5710 OPERATING SUPPLIES    | PETTY CASH PD              | 1/31/18        | TASER CLASS SUPPLIES       | 01/31/2018   | 36.79              | .00         |           |
| 01-360-5740 RANGE SUPPLIES        | BROWNELLS INC              | 14905472.00    | PD RANGE SUPPLIES          | 11/29/2017   | 57.52              | .00         |           |
| 01-360-5740 RANGE SUPPLIES        | CARDMEMBER SERVICE         | 1/19/18        | ARMAMENT REFUND            | 01/19/2018   | 525.01-            | .00         |           |
| 01-360-5741 CLOTHING              | BROOKS-ALLAN               | 0042546        | PD CLOTHING                | 01/31/2018   | 177.34             | .00         |           |
| 01-360-5741 CLOTHING              | BROOKS-ALLAN               | 0042548        | PD CLOTHING                | 01/31/2018   | 134.39             | .00         |           |
| 01-360-5741 CLOTHING              | JG UNIFORMS INC            | 31980          | PD CLOTHING                | 01/31/2018   | 160.00             | .00         |           |
| 01-360-5741 CLOTHING              | JG UNIFORMS INC            | 32149          | PD CLOTHING                | 02/02/2018   | 139.80             | .00         |           |
| 01-360-5741 CLOTHING              | JG UNIFORMS INC            | 32150          | PD CLOTHING                | 02/02/2018   | 306.50             | .00         |           |
| 01-360-5820 PUBLICATIONS          | CARDMEMBER SERVICE         | 1/19/18        | ILLIONIS PROSECUTOR SERVI  | 01/19/2018   | 125.00             | .00         |           |
| 01-360-7022 POLICE TECH/SAFETY S  | CARDIAC SCIENCE CORPORAT   | 7309517        | PD EQUIPMENT               | 01/22/2018   | 195.48             | .00         |           |
| 01-360-7022 POLICE TECH/SAFETY S  | LIVE4LALI, INC.            | 374            | NALOXONE KITS              | 01/16/2018   | 300.00             | .00         |           |
| 01-360-7022 POLICE TECH/SAFETY S  | TRUAX PATIENT SERVICES     | 012218NPHPD    | PD SUPPLIES                | 01/22/2018   | 300.00             | .00         |           |
| Total PUBLIC SAFETY:              |                            |                |                            |              | 93,056.06          | .00         |           |
| REIMBURSABLE EXP                  |                            |                |                            |              |                    |             |           |
| 01-370-4101 RETIREE HEALTH INSUR  | NORTH SUBURBAN EMPLOYEE    | 1/19/18        | DENTAL & VISION INSURANCE  | 01/19/2018   | 758.00             | .00         |           |
| 01-370-4101 RETIREE HEALTH INSUR  | NORTH SUBURBAN EMPLOYEE    | 2/6/18         | MEDICAL INSURANCE          | 02/06/2018   | 6,780.00           | .00         |           |
| Total REIMBURSABLE EXP:           |                            |                |                            |              | 7,538.00           | .00         |           |
| OTHER EXPENSES                    |                            |                |                            |              |                    |             |           |
| 01-380-5975 SALES TAX REBATE      | TONYS FINER FOODS ENTERP   | 1/22/18        | SALES TAX INCENTIVE OCT-DE | 01/22/2018   | 42,397.06          | .00         |           |

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|---------------------------------|--------------------------|----------------|--------------------|--------------|--------------------|-------------|-----------|
| Total OTHER EXPENSES:           |                          |                |                    |              |                    |             |           |
| GRANTS                          |                          |                |                    |              |                    |             |           |
| 01-390-5910 GRANT - VOCA EXPENS | OMNI YOUTH SERVICES INC. | COPH - 1/19/1  | VOCA GRANT EXPENSE | 01/19/2018   | 6,673.67           | .00         |           |
| Total GRANTS:                   |                          |                |                    |              |                    |             |           |
| Total GENERAL FUND:             |                          |                |                    |              |                    |             |           |
|                                 |                          |                |                    |              | 42,397.06          | .00         |           |
|                                 |                          |                |                    |              | 6,673.67           | .00         |           |
|                                 |                          |                |                    |              | 288,636.80         | .00         |           |

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|---------------------------------|--------------------------|----------------|-------------|--------------|--------------------|-------------|-----------|
| <b>MOTOR FUEL TAX FUND</b>      |                          |                |             |              |                    |             |           |
| <b>EXPENSES</b>                 |                          |                |             |              |                    |             |           |
| 11-300-5632 ICE CONTROL MAINTEN | COMPASS MINERALS AMERICA | 169984         | ROAD SALT   | 01/16/2018   | 4,064.68           | .00         |           |
| 11-300-5632 ICE CONTROL MAINTEN | COMPASS MINERALS AMERICA | 181750         | ROAD SALT   | 01/26/2018   | 5,291.68           | .00         |           |
| 11-300-5632 ICE CONTROL MAINTEN | COMPASS MINERALS AMERICA | 181764         | ROAD SALT   | 01/26/2018   | 4,174.79           | .00         |           |
| Total EXPENSES:                 |                          |                |             |              | 13,531.15          | .00         |           |
| Total MOTOR FUEL TAX FUND:      |                          |                |             |              | 13,531.15          | .00         |           |

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| GL Account and Title       | Vendor Name               | Invoice Number | Description       | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|----------------------------|---------------------------|----------------|-------------------|--------------|--------------------|-------------|-----------|
| <b>TOURISM DISTRICT</b>    |                           |                |                   |              |                    |             |           |
| <b>EXPENSES</b>            |                           |                |                   |              |                    |             |           |
| 13-300-5108 BEAUTIFICATION | ILLINOIS-AMERICAN WATER C | 02/2/18        | 1025-220011635316 | 02/02/2018   | 130.91             | .00         |           |
| 13-300-5108 BEAUTIFICATION | ILLINOIS-AMERICAN WATER C | 2/2/18         | 1025-220011635309 | 02/02/2018   | 572.72             | .00         |           |
| Total EXPENSES:            |                           |                |                   |              | 703.63             | .00         |           |
| Total TOURISM DISTRICT:    |                           |                |                   |              | 703.63             | .00         |           |

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| GL Account and Title            | Vendor Name              | Invoice Number | Description       | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---------------------------------|--------------------------|----------------|-------------------|--------------|--------------------|-------------|-----------|
| <b>SSA #5</b>                   |                          |                |                   |              |                    |             |           |
| <b>EXPENSES</b>                 |                          |                |                   |              |                    |             |           |
| 25-300-5050 SYSTEM MAINTENANCE  | CONSTELLATION NEWENERGY  | 0043209178     | 1-Y1LVJ2          | 01/13/2018   | 51.04              | .00         |           |
| 25-300-5050 SYSTEM MAINTENANCE  | CONSTELLATION NEWENERGY  | 0043210791     | 1-O4M77U          | 01/13/2018   | 48.60              | .00         |           |
| 25-300-5500 LIABILITY INSURANCE | MESIROW INSURANCE SERVIC | 759860         | UMBRELLA POLICY   | 12/27/2017   | 129.10             | .00         |           |
| 25-300-5500 LIABILITY INSURANCE | MESIROW INSURANCE SERVIC | 759892         | GENERAL LIABILITY | 12/27/2017   | 429.73             | .00         |           |
| Total EXPENSES:                 |                          |                |                   |              | 658.47             | .00         |           |
| Total SSA #5:                   |                          |                |                   |              | 658.47             | .00         |           |

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| <b>SSA #8</b>                   |                          |                |                   |              |                    |             |           |
| <b>EXPENSES</b>                 |                          |                |                   |              |                    |             |           |
| 28-300-5100 PROFESSIONAL SERVIC | CONSTELLATION NEWENERGY  | 0043208455     | 1-ZCQNFK          | 01/13/2018   | 37.94              | .00         |           |
| 28-300-5500 LIABILITY INSURANCE | MESIROW INSURANCE SERVIC | 759860         | UMBRELLA POLICY   | 12/27/2017   | 193.29             | .00         |           |
| 28-300-5500 LIABILITY INSURANCE | MESIROW INSURANCE SERVIC | 759892         | GENERAL LIABILITY | 12/27/2017   | 643.39             | .00         |           |
| Total EXPENSES:                 |                          |                |                   |              | 874.62             | .00         |           |
| Total SSA #8:                   |                          |                |                   |              | 874.62             | .00         |           |

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|-------------------------|-------------|----------------|-------------------|--------------|--------------------|-------------|-----------|
| SSA #6 DEBT<br>EXPENSES |             |                |                   |              |                    |             |           |
| 46-300-5430 BANK FEES   | US BANK NA  | 4889224        | SSA#6 SERIES 2009 | 01/25/2018   | 450.00             | .00         |           |
| Total EXPENSES:         |             |                |                   |              | 450.00             | .00         |           |
| Total SSA #6 DEBT:      |             |                |                   |              | 450.00             | .00         |           |

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| GL Account and Title             | Vendor Name               | Invoice Number | Description               | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|----------------------------------|---------------------------|----------------|---------------------------|--------------|--------------------|-------------|-----------|
| <b>WATER FUND</b>                |                           |                |                           |              |                    |             |           |
| <b>EXPENSES</b>                  |                           |                |                           |              |                    |             |           |
| 51-300-4100 HEALTH INSURANCE     | MOE FUNDS                 | 02/2018        | HEALTH/DENTAL INS PREMIUM | 02/05/2018   | 1,925.00           | .00         |           |
| 51-300-4100 HEALTH INSURANCE     | NORTH SUBURBAN EMPLOYEE   | 1/19/18        | DENTAL & VISION INSURANCE | 01/19/2018   | 61.50              | .00         |           |
| 51-300-4110 LIFE INSURANCE       | MADISON NATIONAL LIFE     | 1283640        | LIFE INSURANCE            | 02/01/2018   | 10.25              | .00         |           |
| 51-300-5050 SYSTEM MAINTENANCE   | CORE & MAIN LP            | 1321764        | WATER MAIN REPAIR         | 01/12/2018   | 86.00              | .00         |           |
| 51-300-5050 SYSTEM MAINTENANCE   | CORE & MAIN LP            | 1327304        | WATER MAIN REPAIR         | 01/11/2018   | 223.79             | .00         |           |
| 51-300-5050 SYSTEM MAINTENANCE   | HAWKINS, INC.             | 4218872        | MAINTENANCE               | 01/22/2018   | 135.97             | .00         |           |
| 51-300-5050 SYSTEM MAINTENANCE   | WATER PRODUCTS COMPANY    | 0278582        | WATER CONNECTION FITTING  | 01/25/2018   | 195.22             | .00         |           |
| 51-300-5100 PROFESSIONAL SERVICE | METROPOLITAN INDUSTRIES I | 0000330745     | WATER MONITORING          | 01/18/2018   | 213.00             | .00         |           |
| 51-300-5100 PROFESSIONAL SERVICE | PDC LABORATORIES INC      | 886725         | WTR TESTING - COLIFORM    | 01/15/2018   | 30.00              | .00         |           |
| 51-300-5101 AUDIT                | LAUTERBACH & AMEN, LLP    | 26358          | ACCOUNTING SERVICES       | 01/22/2018   | 2,475.00           | .00         |           |
| 51-300-5330 TRAINING             | CARDMEMBER SERVICE        | 1/19/18        | ILLINOIS SECTION AMERICAN | 01/19/2018   | 168.00             | .00         |           |
| 51-300-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                   | 01/19/2018   | 149.85             | .00         |           |
| 51-300-5410 UTILITIES            | CARDMEMBER SERVICE        | 1/19/18        | COMCAST                   | 01/19/2018   | 157.90             | .00         |           |
| 51-300-5410 UTILITIES            | NICOR GAS                 | 1/23/18        | WTR 70-06-34-0000 9       | 01/23/2018   | 209.27             | .00         |           |
| 51-300-5412 WATER                | VERIZON WIRELESS          | 9800436452     | JANUARY STATEMENT         | 01/23/2018   | 40.01              | .00         |           |
| 51-300-5412 WATER                | VILLAGE OF MOUNT PROSPEC  | 1/15/18        | WATER USAGE #3288-001     | 01/15/2018   | 342.65             | .00         |           |
| 51-300-5412 WATER                | VILLAGE OF MOUNT PROSPEC  | 1-15-18        | WATER USAGE #3287-001     | 01/15/2018   | 242.06             | .00         |           |
| 51-300-5500 LIABILITY INSURANCE  | VILLAGE OF MOUNT PROSPEC  | 2018-0038000   | WATER USAGE               | 01/26/2018   | 494.90             | .00         |           |
| 51-300-5500 LIABILITY INSURANCE  | MESIROW INSURANCE SERVIC  | 759860         | UMBRELLA POLICY           | 12/27/2017   | 4,326.54           | .00         |           |
| 51-300-5530 WORKERS COMPENSATI   | MESIROW INSURANCE SERVIC  | 759892         | GENERAL LIABILITY         | 12/27/2017   | 14,401.22          | .00         |           |
| 51-300-5710 OPERATING SUPPLIES   | ILLINOIS PUBLIC RISK FUND | 50191          | MARCH 2018                | 01/16/2018   | 335.94             | .00         |           |
| 51-300-5710 OPERATING SUPPLIES   | CARDMEMBER SERVICE        | 1/19/18        | WATER SYSTEM PARTS        | 01/19/2018   | 14.00              | .00         |           |
| 51-300-5870 REFUNDS              | CARDMEMBER SERVICE        | 1/19/18        | WATER SYSTEM PARTS        | 01/19/2018   | 31.46              | .00         |           |
|                                  | MICHAEL STORY             | 1/22/18        | Overpaid sewer acct       | 01/22/2018   | 1,264.00           | .00         |           |
| <b>Total EXPENSES:</b>           |                           |                |                           |              | 27,533.53          | .00         |           |
| <b>Total WATER FUND:</b>         |                           |                |                           |              | 27,533.53          | .00         |           |

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| GL Account and Title             | Vendor Name             | Invoice Number | Description           | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|----------------------------------|-------------------------|----------------|-----------------------|--------------|--------------------|-------------|-----------|
| <b>PARKING FUND EXPENSES</b>     |                         |                |                       |              |                    |             |           |
| 52-300-5100 PROFESSIONAL SERVICE | NORTH SHORE ENERGY      | 12724          | METRA FURNACE REPAIR  | 01/08/2018   | 3,200.00           | .00         |           |
| 52-300-5410 UTILITIES            | CONSTELLATION NEWENERGY | 0043208379     | 1-O4M792              | 01/13/2018   | 342.03             | .00         |           |
| 52-300-5410 UTILITIES            | CONSTELLATION NEWENERGY | 0043209483     | 1-O4M790              | 01/13/2018   | 246.60             | .00         |           |
| 52-300-5410 UTILITIES            | CONSTELLATION NEWENERGY | 0043221595     | 1-O4M778              | 01/14/2018   | 284.07             | .00         |           |
| 52-300-5410 UTILITIES            | NICOR GAS               | 1-23-18        | METRA 20-24-74-0000 3 | 01/23/2018   | 185.77             | .00         |           |
| 52-300-5970 REFUNDS              | CHRISTOPHER PATERAS     | 1/25/18        | METRA REFUND          | 01/25/2018   | 175.00             | .00         |           |
| 52-300-5970 REFUNDS              | VADIM BERKUN            | 1/25/18        | METRA REFUND          | 01/25/2018   | 70.00              | .00         |           |
| <b>Total EXPENSES:</b>           |                         |                |                       |              | <b>4,503.47</b>    | <b>.00</b>  |           |
| <b>Total PARKING FUND:</b>       |                         |                |                       |              | <b>4,503.47</b>    | <b>.00</b>  |           |

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| GL Account and Title              | Vendor Name               | Invoice Number | Description         | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-----------------------------------|---------------------------|----------------|---------------------|--------------|--------------------|-------------|-----------|
| <b>SANITARY SEWER FUND</b>        |                           |                |                     |              |                    |             |           |
| <b>EXPENSES</b>                   |                           |                |                     |              |                    |             |           |
| 53-300-5101 AUDIT                 | LAUTERBACH & AMEN, LLP    | 26358          | ACCOUNTING SERVICES | 01/22/2018   | 2,475.00           | .00         |           |
| 53-300-5500 LIABILITY INSURANCE   | MESIROW INSURANCE SERVIC  | 759860         | UMBRELLA POLICY     | 12/27/2017   | 984.21             | .00         |           |
| 53-300-5500 LIABILITY INSURANCE   | MESIROW INSURANCE SERVIC  | 759860         | UMBRELLA POLICY     | 12/27/2017   | .01                | .00         |           |
| 53-300-5500 LIABILITY INSURANCE   | MESIROW INSURANCE SERVIC  | 759892         | GENERAL LIABILITY   | 12/27/2017   | 3,276.02           | .00         |           |
| 53-300-5530 WORKER'S COMP INSUR   | ILLINOIS PUBLIC RISK FUND | 50191          | MARCH 2018          | 01/16/2018   | 335.94             | .00         |           |
| <b>Total EXPENSES:</b>            |                           |                |                     |              |                    |             |           |
|                                   |                           |                |                     |              | 7,071.18           | .00         |           |
| <b>Total SANITARY SEWER FUND:</b> |                           |                |                     |              |                    |             |           |
|                                   |                           |                |                     |              | 7,071.18           | .00         |           |

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| GL Account and Title                          | Vendor Name              | Invoice Number | Description      | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---|--------------------------|----------------|------------------|--------------|--------------------|-------------|-----------|
| <b>ROAD &amp; BUILDING BOND ESCROW</b>        |                          |                |                  |              |                    |             |           |
| 72-000-2310 DEPOSIT ROAD/BUILDE               | BLUE SKY VENTURES        | 17-823         | ROAD BOND REFUND | 01/26/2018   | 742.00             | .00         |           |
| 72-000-2310 DEPOSIT ROAD/BUILDE               | GREAT LAKES ROOFING & CO | 17-678         | ROAD BOND REFUND | 01/29/2018   | 2,312.00           | .00         |           |
| 72-000-2310 DEPOSIT ROAD/BUILDE               | MARIO J DA PONTE         | 17-673         | ROAD BOND REFUND | 01/24/2018   | 682.00             | .00         |           |
| 72-000-2310 DEPOSIT ROAD/BUILDE               | OHI LLC                  | 17-983         | ROAD BOND REFUND | 01/31/2018   | 1,042.00           | .00         |           |
| 72-000-2310 DEPOSIT ROAD/BUILDE               | RUBEN AVILES             | 17-1004        | ROAD BOND REFUND | 01/16/2018   | 528.00             | .00         |           |
| <b>Total :</b>                                |                          |                |                  |              |                    |             |           |
|   |                          |                |                  |              | 5,306.00           | .00         |           |
| <b>Total ROAD &amp; BUILDING BOND ESCROW:</b> |                          |                |                  |              |                    |             |           |
|   |                          |                |                  |              | 5,306.00           | .00         |           |
| <b>Grand Totals:</b>                          |                          |                |                  |              |                    |             |           |
|   |                          |                |                  |              | 349,268.85         | .00         |           |

| GL Account and Title                   | Net Invoice Amount | Amount Paid | Date Paid |
|--|--------------------|-------------|-----------|
| <b>GENERAL FUND</b>                    |                    |             |           |
| Total GENERAL FUND:                    | 288,636.80         | .00         |           |
| <b>MOTOR FUEL TAX FUND</b>             |                    |             |           |
| Total MOTOR FUEL TAX FUND:             | 13,531.15          | .00         |           |
| <b>TOURISM DISTRICT</b>                |                    |             |           |
| Total TOURISM DISTRICT:                | 703.63             | .00         |           |
| <b>SSA #5</b>                          |                    |             |           |
| Total SSA #5:                          | 658.47             | .00         |           |
| <b>SSA #8</b>                          |                    |             |           |
| Total SSA #8:                          | 874.62             | .00         |           |
| <b>SSA #6 DEBT</b>                     |                    |             |           |
| Total SSA #6 DEBT:                     | 450.00             | .00         |           |
| <b>WATER FUND</b>                      |                    |             |           |
| Total WATER FUND:                      | 27,533.53          | .00         |           |
| <b>PARKING FUND</b>                    |                    |             |           |
| Total PARKING FUND:                    | 4,503.47           | .00         |           |
| <b>SANITARY SEWER FUND</b>             |                    |             |           |
| Total SANITARY SEWER FUND:             | 7,071.18           | .00         |           |
| <b>ROAD &amp; BUILDING BOND ESCROW</b> |                    |             |           |
| Total ROAD & BUILDING BOND ESCROW:     | 5,306.00           | .00         |           |
| Grand Totals:                          | 349,268.85         | .00         |           |