

Public participation is invited on each agenda item prior to the Board's deliberation. **When called upon, please approach the microphone and state your name and the address where you live. Kindly limit your remarks to three (3) minutes.**

Next Ordinance No. 4314

Next Resolution No. 2218

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

November 21, 2022

7:00 PM

Village President Nick Cuzzone

Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

1. Call to Order - Roll Call

2. Pledge of Allegiance

3. Public Comments on Agenda Items

4. Amendments to the Agenda

5. Presentations

5.a Community F.U.N Commission - Oldest Tree Award

6. Consent Agenda

6.a Minutes from November 14, 2022 Committee of the Whole Meeting, and
November 14, 2022 Board Meeting

[Minutes COW Nov. 14, 2022.docx](#)

[Minutes Nov 14, 2022.docx](#)

6.b Bill Listing for the Week of November 14, 2022 in the Total Amount of
\$674,451.89

[2022-1114 CY22 Weekly Chk Report.pdf](#)

7. Appointments to the Board and Commissions

7.a Reappointments to the Parks and Recreation Advisory Commission as follows:

Sarah Collentine, term 11/21/2022 to 4/30/2024

Donna Noxon, term 11/21/2022 to 4/30/2024

Michael Storino, term 11/21/2022 to 4/30/2024
Jorge Cordova (Chair), term 11/21/2022 to 4/30/2024

- 7.b Reappointment to the Sugar Creek Golf Course Administrative Board for Joseph Colmone, term 11/21/2022 - 4/30/2025

8. Resolutions

8.a

Resolution of the Village of Villa Park, DuPage County, Illinois, Establishing the Regular Meeting Dates of the Village Board of Trustees, the Regular Meeting Dates of the Committee of the Whole, the holiday schedule for the Calendar Year 2023 and the Regular Meeting Dates of Coffee with the Board.

The Villa Park Municipal Code contains references to meetings and holidays. On an annual basis, the Board of Trustees establishes and approves a schedule of the meetings of the Village of Villa Park Board of Trustees, Committee of the Whole, as well as the Village's annual holiday schedule.

Staff had asked about adding an additional holiday and in particular the gap between New Year's Day and Memorial Day. It appears that the other holidays most frequently observed by the municipalities that responded to the DMMC survey are are:

- Dr. Martin Luther King Jr.'s Birthday (observed) - 4
- President's Day - 8
- Veteran's Day (observed) - 4

Of those, President's Day provides a holiday that splits the time the best. Three of the respondents also recognize the Friday before Easter or a Spring Holiday which varies, but would be the closest to halfway most years. Illinois had three President's, all of whom made significant contributions to civil rights in the United States.

Staff recommends that the President and Board of Trustees pass the resolution to establish the holidays and meeting dates of the Village Board of Trustees and the Committee of the Whole for the 2023 calendar year.

[RESO - 2023 Board Meetings, Holidays, COW & Coffee with Board.pdf](#)

[Exhibit A - 2023 Village Board Meeting Dates.pdf](#)

[Exhibit B - 2023 Village of Villa Park Holidays.pdf](#)

[Exhibit C - 2023 Committee of the Whole Dates.pdf](#)

[Exhibit D-2023 Village Coffee with the Board Dates \(002\).pdf](#)

[Municipal Holiday Schedules Survey Results - 10.31.2022.pdf](#)

[Holiday Pay Analysis.pdf](#)

8.b

Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Annual Budget of The Sugar Creek Golf Course for the Calendar Year 2023.

The Sugar Creek Administrative Board recommends passage of the 2023 Sugar Creek Golf Course Budget, with proposed expenditures equaling \$1,790,259 and proposed revenues equaling \$1,971,941 resulting in a net profit of \$181,682. This is an annual action the Board of Trustees takes in accordance with Sec. 2-2102 of the Village Code.

[MEMO_-_2023_SCGC_Budget.docx](#)

[RESO_-_2023_SCGC_Budget.docx](#)

[SYNOP_-_2023_SCGC_Budget.docx](#)

[2023 Budget Summary.pdf](#)

[SCGC 2023 Budget Revised as of Sept 26 2022.pdf](#)

8.c

Resolution of The Village of Villa Park, DuPage County, Illinois, Approving the Annual Budget of the Sugar Creek Golf Course for the Calendar Year 2022 As Amended

The Sugar Creek Golf Course Administrative Board recommends that the Amended Annual Budget for Calendar Year 2022 for the Sugar Creek Golf Course be approved.

[MEMO_-_2022_SCGC_Amended_Budget.docx](#)

[RESO_-_2022_Amended_Budget.docx](#)

[2022 Amended Budget and Summary.docx](#)

[SYNOP_-_2022_Amended_Budget.docx](#)

[Sugar Creek Administrative Board Minutes Sept 27 2022 and Amended Budget.pdf](#)

8.d

Resolution of the Village of Villa Park, DuPage County, Illinois, Authorizing the Village Manager to enter into a Lease Purchase Agreement with BMO Harris Investment Company, LLC behalf the Village to purchase three vehicles.

The proposed resolution would allow the Village Manager to enter into a lease agreement with BMO Harris for the following necessary pieces of equipment: a vactor truck, tandem dump truck with plow attachments, and a re-chassis ambulance medic. The short-term loan will allow us to purchase the high dollar items and distribute costs over five years at an interest rate of 4.933 percent. Staff recommends approval of this resolution.

[BOT_Memo_Vehicle Lease-Purch RESO_MHarline 21 Nov 2022_mtg.pdf](#)

[RESO - Lease Purchase Agreement with BMO Harris.docx](#)

[Village of Villa Park IL - Proposal Letter - 11.21.22.pdf](#)

8.e

Resolution Authorizing and Approving the Execution of a Memorandum of Understanding with the Fraternal Order of Police Authorizing an Alternate Work Schedule

The Villa Park Fraternal Order of Police Labor Council (Police Union) has presented management with an alternative work schedule that would require

officers on patrol to work a twelve (12) hour shift. The Patrol Division currently works 8.5 hour days rotating between two and three days each week. The proposed 12 hour day would allow for an officer to work seven days out of a fourteen-day work period and provide for more officers during peak call hours. The proposed MOU would allow for a one year trial period to implement the 12 hour schedule. Staff recommends approval of this resolution.

[BOT_Memo_MOU for PD Alt Sched RESO_MHarline 21 Nov 2022_mtg.docx](#)
[Villa Park Resolution approving memorandum of understanding with FOP re 12-hour shifts.DOC](#)
[Villa Park and FOP - Memorandum of Understanding re Police Department Alternative Work Schedul \(2\).DOCX](#)

9. Public Comments on Non-Agenda Items

10. Village Clerk's Report

11. Village Trustees' Report

12. Village President's Report

13. Village Manager's Report

13.a Review of SunCom Contract

The contract between the Village and Sunrise Communications, Inc. d.b.a. SunCom.TV is attached. Glen Liljeberg owner of SunCom will be working the meeting of the Village Board and will be available for questions.

[SunCom contract 2019.pdf](#)

14. Executive Session

Pursuant to 5 ILCS 120/2:

(c)(11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

15. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Suzanne McVey

Submitting Department: Community F.U.N Commission

Item Type: Report/Presentation

Agenda Section: Presentations

Subject:

Community F.U.N Commission - Oldest Tree Award

Suggested Action:

Attachments:

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Minutes

Agenda Section: Consent Agenda

Subject:

Minutes from November 14, 2022 Committee of the Whole Meeting, and November 14, 2022 Board Meeting

Suggested Action:

Attachments:

[Minutes COW Nov. 14, 2022.docx](#)

[Minutes Nov 14, 2022.docx](#)

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Committee of the Whole

November 14, 2022

6:00 PM

Village President Nick Cuzzone

Village Clerk Hosanna Korynecky

Village Trustees David Cilella, Jack Corkery, Jack Kozar, Deepa Kumar, Christine Murphy, Kevin Patrick

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD IN VILLAGE HALL BY THE
PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK ON
NOVEMBER 14, 2022**

1. Call to Order – Roll Call.

President Cuzzone called the meeting to order and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance.

3. Discussion Items.

3.a. Lions Park Recreation Center Update.

Williams Architects and WB Olson will attend and make a presentation about the progress on the Recreation Center. Escalating costs have caused staff to reconsider how much building we can afford. The Board will be asked for input on the options to proceed. The Board may want to give direction by consensus as to whether they prefer to reduce the amount of space for activities or, if they wish, to seek options to secure additional funding.

Parks and Recreation Director Gola introduced representatives from Williams Architects and WB Olson. Tom Polis, Williams Architects, gave a PowerPoint presentation that included review of the site plan, cost evaluation and options on deleting parts of the design development. Dave Ritterhoff, WB Olson, provided information on current costs with regards to inflation and their efforts to determine current marketplace conditions by collecting trade contractors pricing. Discussion ensued. Director Gola and the representatives from Williams Architects and WB Olson responded to questions from the board. Williams Architects is scheduled to provide updated information to the board in February 2023.

3.b. Lakeshore Recycling Systems Solid Waste Contract Update.

The current Village contract with Lakeshore Recycling Services (LRS) expires at the end of June 2023. The Village Board of Trustees may wish to direct staff to seek an extension of the contract with LRS or to proceed with a request for proposals.

George Strom, Vice President of LRS, gave a PowerPoint presentation providing some background on the change from Roy Strom to LRS and their new 5-year renewal waste and recycling proposal that includes providing 96 gallon waste carts and separate recycling carts to residents. Katie Neri, Municipal Services Manager, explained the proposed resident education on the new cart rollout. Some discussion ensued. Consensus of the board was to direct staff to move forward with the 5-year renewal contract that will include specific customer service language.

4. Public Comments.

Resident Bob Wagner spoke in support of extending the contract with LRS and commended the company for their partnership in various Village events and providing educational material when asked.

Resident Cheryl Wagner asked for confirmation that the board will continue to investigate other funding options for the recreation center development project. President Cuzzone said that was correct.

5. Adjournment.

Motion to adjourn was made by Trustee Cilella and seconded by Trustee Patrick. Voice vote passed with all ayes. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Hosanna Korynecky
Village Clerk

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

November 14, 2022

7:00 PM

Village President Nick Cuzzone

Village Clerk Hosanna Korynecky

Village Trustees David Cilella, Jack Corkery, Jack Kozar, Deepa Kumar, Christine Murphy, Kevin Patrick

**MINUTES OF THE FORMAL MEETING HELD IN VILLAGE HALL BY THE PRESIDENT AND THE BOARD
OF TRUSTEES OF THE VILLAGE OF VILLA PARK ON
NOVEMBER 14, 2022**

1. Call to Order – Roll Call.

President Cuzzone called the meeting or order at 7:50 p.m. and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance and said the prayer.

3. Public Comments on Agenda Items.

Resident Cheryl Tucker referred to Item 11.f. and asked for board approval.

4. Amendments to the Agenda.

5. Proclamations.

6. Consent Agenda.

6.a. Minutes from the October 24, 2022 Regular Meeting of the Village Board, October 24, 2022 Public Hearing, November 5, 2022 Coffee with the Village Board and November 7, 2022 Special Meeting of the Village Board.

6.b. Bill Listing for the Weeks of October 24 and 31, 2022 and November 7, 2022 in a Total Amount of \$1,890,692.09.

Motion to approve Consent Agenda was made by Trustee Kumar and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Cilella, Murphy, Kozar, Corkery, Kumar and President Cuzzone. There were no nays. Motion carried.

7. Appointments to the Board and Commissions.

7.a. Appointment to the Community F.U.N. Commission

Carine Alfano 11/14/2022 to 4/30/2025

David Samples 11/14/2022 to 4/30/2025

7.b. Appointment to the Historical Preservation Commission

Laurie LoCoco 11/14/2022 to 4/30/2025

Motion to approve the appointments was made by Trustee Patrick and seconded by Trustee Kumar. Trustee Kumar said she was pleased to see residents volunteering to serve on commissions. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Cilella, Murphy, Kozar, Patrick, Kumar and President Cuzzone. There were no nays. Motion carried.

8. First Reading on Ordinances to be Codified.

8.a. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Amending the Fees for Emergency Medical Transportation and Related Services.

This ordinance, if passed, would increase and simplify ambulance rates for calls for service to the Villa Park Fire Department. This formula would set rates based on the Ground Emergency Medical Transport (GEMT) funding formula that attempts to measure the total cost to the entity supplying the paramedic and/or ambulance service.

Motion to waive first reading was made by Trustee Kumar and seconded by Trustee Kozar. Trustee Murphy asked for clarification. Manager Harline provided the information. Roll call vote tallied six (6) ayes made by Trustees Cilella, Murphy, Patrick, Kozar, Kumar and President Cuzzone and one (1) nay made by Trustee Corkery. Motion carried.

Motion to approve the ordinance was made by Trustee Murphy and seconded by Trustee Kumar.

Motion to amend the ordinance to clarify 75% of the GEMT rate is applicable to non-residents was made by Trustee Murphy and seconded by Trustee Kumar. Roll call vote tallied seven (7) ayes made by Trustees Cilella, Corkery, Patrick, Murphy, Kozar, Kumar and President Cuzzone. There were no nays.

Motion carried. Roll call vote on the ordinance as amended tallied seven (7) ayes made by Trustees Cilella, Corkery, Murphy, Kozar, Kumar, Patrick and President Cuzzone. There were no nays. Motion carried.

9. Second Reading on Ordinances to be Codified.

9.a. Ordinance Amending Article 6, Entitled "Uses" of the Zoning Ordinance of the Village of Villa Park Regarding Accessory Uses and Structures and Temporary Uses.

This ordinance will made the following amendments to Article 6 – Uses; corrects language from "accessory buildings" to "accessory structures"; creates a table of bulk regulations and updates setback, height and area requirements for accessory structures and adds standards for temporary moving and storage containers.6.1.1.

Motion to approve the ordinance was made by Trustee Murphy and seconded by Trustee Kozar. Motion to amend Section 7,h.2.a. allowing for 2 containers per calendar year 30 days each was by Trustee Kozar and seconded by Trustee Patrick. Trustee Murphy asked for comments from a Planning and Zoning Commission member. Commissioner Mike Orłowski said the ordinance would allow for one container per property owner, the seller and the buyer. Community Development Director McLaughlin explained that the permit is limited to the property and not consecutive ownership for one container per calendar year.

Trustee Kozar asked how non conforming properties are affected. Director McLaughlin explained that non conforming issues would be addressed under a different section of the Zoning Ordinance as needed. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Patrick, Cilella, Kumar, Murphy, Kozar and President Cuzzone. There were no nays. Motion carried. Motion to approve the ordinance as amended was made by Trustee Patrick and seconded by Trustee Kumar. Roll call vote tallied seven (7) ayes made by Trustees Murphy, Kozar, Corkery, Cilella, Kumar, Patrick and President Cuzzone. There were no nays. Motion carried.

9.b. An Ordinance Amending Article 7 Entitled "Parking" of the Zoning Ordinance of the Village of Villa Park Regarding Driveways and Parking Areas.

This ordinance will make the following amendments to Article 7 – Parking; amending the allowable width of a driveway, cross-referencing Table 2-3 and updates the standards for pavement.

Motion to approve the ordinance was made by Trustee Murphy and seconded by Trustee Kumar. Trustee Kozar said his motion at the last board meeting to remove the required shrubs was not approved and asked the trustees for their reasons. Trustee Murphy said that is a question for staff. Director McLaughlin said addressing the question of shrubs with residents would be a discretionary decision by the Community Development Director as needed. Trustee Kumar asked if the ordinance could be amended to include the need for discretionary decisions by the Community Development Director. Motion to amend the ordinance by adding that discretionary decisions on shrubs as to type and height would be made by the Community Development Director was made by Trustee Kumar and seconded by Trustee Murphy. Roll call vote tallied six (6) ayes made by Trustees Patrick, Kumar, Corkery, Cilella, Murphy and President Cuzzone and one (1) nay by Trustee Kozar. Motion carried. Roll call on the ordinance as amended tallied six (6) ayes made by Trustees Cilella, Corkery, Patrick, Murphy, Kumar and President Cuzzone and one (1) nay by Trustee Kozar. Motion carried.

9.c. An Ordinance Amending Article 9 Entitled "Site Design and Performance Standards" of the Zoning Ordinance of the Village of Villa Park Regarding Landscaping and Screening and Intersections.

This Ordinance will make the following amendments to Article 9 – Site Design and Performance Standards; creates the availability to review site triangles requirements in certain commercial and mixed-use districts instead of exempting those districts and allows for a determination to be made when a conflict arises within the code regarding screening.

Motion to approve the ordinance was made by Trustee Murphy and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Kozar, Cilella, Murphy, Corkery and President Cuzzone. There were no nays. Motion carried.

9.d. An Ordinance Amending Article 14 of the Zoning Ordinance of the Village of Villa Park Regarding Various Measurements and Definitions.

This ordinance will make the following amendments to Article 14 – Measurements and Definitions; corrects scrivener's error within the section, updates the encroachment table and clarifies and adds definitions.

Motion to approve the ordinance was made by Trustee Murphy and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Cilella, Kumar, Patrick, Murphy, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

10. Ordinances.

10.a. Petition PZ-22-0012 – 530 E. Park Boulevard – Variation.

Approval of Petition PZ-22-0012 for a variation from the rear setback requirement in the RS-7.5 Zoning District of the Basic Zoning Ordinance (Appendix C) for a setback of 15' where 40' is required, per Section 11.5 – Variations with Conditions.

Motion to approve the ordinance was made by Trustee Kozar and seconded by Trustee Patrick. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Kumar, Cilella, Murphy, Patrick, Kozar and President Cuzzone. There were no nays. Motion carried.

10.b. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Providing for the Issue of \$697,000 General Obligation Limited Tax Bonds, Series 2022B, and for the Levy of Direct Annual Tax to Pay the Principal Of and Interest On Said Bonds.

On October 24, 2022, the Village held a Public Hearing to receive public comments on the proposal to sell bonds up to \$1,500,000 for the purpose of providing funds to pay debt service on the Village's General Obligation Refunding Bonds (Alternative Revenue Source), Series 2017 and General Obligation Bonds (Alternative Revenue Source), Series 2022A. These alternative revenue bonds are to be funded by Rollover Bonds, issued each fall, which are paid back using our non-home rule debt service extension base (DSEB). The DSEB capacity provides some additional funding for capital purchases, such as vehicles and building improvements. The Rollover Bonds were competitively bid on November 10. A favorable rate was received for a total aggregate principal amount of \$697,000. Staff recommends approval of this ordinance.

Motion to approve the ordinance was made by Trustee Corkery and seconded by Trustee Kumar. Dan Forbes with Speer Financial provided additional information on the bond sales. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Cilella, Murphy, Kozar, Corkery, Kumar and President Cuzzone. There were no nays. Motion carried.

11. Resolutions.

11.a. Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Services Agreement with TranSystems Corporation of Schaumburg, Illinois, for Phase II Design Engineering of the Iowa and Vermont Improvement Project in an Amount Not to Exceed \$120,526.00.

The Iowa and Vermont Improvement Project is proposed in the Village of Villa Park's Capital Improvement Plan (CIP). The project's objective is to improve the condition of the roadway and water system capacity and reliability through selected street improvements and the replacement of the existing water main. The project's engineering design is budgeted for CY 2022 and staff would like to proceed with the design efforts. Staff recommends approval of an engineering services agreement with TranSystems Corporation of Schaumburg, Illinois, for Phase II design engineering of the Iowa and Vermont Improvement Project in an amount not to exceed \$120,526.00. Funding for this agreement will be from the Street Improvement and Water Supply Funds. The Village was awarded a Community Development Block Grant (CDBG) that will be covering up to \$600,000 of the construction costs.

This item satisfies the Village's Short-Term Complex Goal #1 "Continue using an aggressive infrastructure replacement/development plan that covers sewers, water mains, streets, etc."

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Cilella. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Murphy, Corkery, Patrick, Kumar, Cilella and President Cuzzone. There were no nays. Motion carried.

11.b. Resolution of the Village of Villa Park, DuPage County, Illinois, Accepting a proposal from Water Well Solutions Illinois, LLC of Elburn, Illinois, for the Decommission and Abandonment of Well No. 10 in An Amount Not to Exceed \$100,000.00.

Staff recommends proceeding with the decommission and abandonment of Well No. 10. Staff prepared and publicly advertised a Request for Proposals (RFP) for the work and received proposals from three (3) qualified firms. Staff recommends acceptance of the proposal from Water Well Solutions Illinois, LLC of Elburn, Illinois, in the amount of \$79,870.00, plus expected but currently unknown additional costs for materials, labor and equipment, the total amount of which is not expected to exceed \$100,000.00.

This item satisfies the Village's Short-Term Complex Plan Goal #1 "Continue using an aggressive infrastructure replacement/development plan that covers sewers, water mains, streets, etc."

Motion to approve the resolution was made by Trustee Cilella and seconded by Trustee Patrick. Trustee Kumar asked about the liabilities. Public Works Director Guerra said the liabilities are environmental and also provided additional information on the well and its condition. Trustee Corkery asked about the number of wells in the Village. Director Guerra said this is the last one. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Murphy, Kozar, Cilella, Kumar, Patrick and President Cuzzone. There were no nays. Motion carried.

11.c. A Resolution of the Village of Villa Park, DuPage County, Illinois, Estimating the Tax Levy for 2022 in Compliance With the Truth in Taxation Law.

The tax levy process begins with the estimating resolution and will be considered for adoption and filed in December. The Village is tax capped, so the majority of the levy can increase by the lesser of the Consumer Price Index (CPI, which is 5% this levy year) or 7%. This resolution estimates an overall increase to the Village and Library tax levies of 5% after all abatements. The final levy amounts may be lowered by DuPage County in accordance with tax cap laws.

This item satisfies the Village's Long-Term Complex Strategic Plan Goal "Continue to follow a long-term financial plan to fund all Village needs."

Motion to approve the resolution was made by Trustee Corkery and seconded by Trustee Patrick. Trustee Kumar asked for clarification. Manager Harline provided the information. Trustee Kozar asked about property taxes. Manager Harline explained this is only an estimate and approving a property tax increase will be on the December 19 agenda. Trustee Kozar asked about potential revenue increase. Assistant Manager McVey referred to information from Finance Director Howard and said income overall on the 5% levy for the Village and Library would be an increase of \$529,000 and the Village levy alone would be an increase of \$283,781. Attorney Wolf clarified that, with this resolution, the board determines not to exceed the 5% levy. Trustee Kozar asked the result of not approving this resolution. Assistant Manager McVey explained that certain time lines have to be met and voting this down would put the Village at risk with filing the levy on time with DuPage County. Roll call vote tallied seven (7) ayes made by Trustees Murphy, Kumar, Cilella, Kozar, Corkery, Patrick and President Cuzzone. There were no nays. Motion carried.

11.d. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving and Authorizing the Execution of a Collective Bargaining Agreement Between the Village of Villa Park and Local 984, American Federation of State, County, Municipal Employees, Council 31, AFL-CIO.

The attached agreement has been negotiated between the Village leadership and the leadership of Local 964 of American Federation of State, County, Municipal Employees Council 31, AFL-CIO (AFSCME) over the last several months. The current version has been ratified by a vote of the members of Local 964 and is presented for approval to the Village of Villa Par Board of Trustees. Approval by the Board is the recommendation of staff.

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Cilella. Manager Harline and President Cuzzone thanked staff for their work on the Agreement. Roll call vote tallied seven (7) ayes made by Trustees Murphy, Corkery, Kozar, Kumar, Patrick, Cilella and President Cuzzone. There were no nays. Motion carried.

11.e. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving and Authorizing the Execution of a Side Letter Agreement Between the Village of Villa Park and Local 964, AFSCME, Council 31, AFL-CIO.

In addition to the collective bargaining agreement (CBA negotiated between the Village and Local 964 of AFSCME, a side letter has been negotiated to settle a grievance from the AFSCME Local 964. This side letter makes clear that grievance is settled by the adoption of this letter and the CBA that grants them a 0.5% wage increase as of January 1, 2022, matching a raise given to the F.O.P. bargaining unit. Staff recommends passage of this resolution authorizing the Village Manager to sign this agreement as well. Motion to approve the resolution was made by Trustee Murphy and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Cilella, Murphy, Kozar, Corkery and President Cuzzone. There were no nays. Motion carried.

11.f. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving Design and Architectural Services from 3D Design Studio to Complete Open Space Land Acquisition and Development (OSLAD) Grant Renovations for Lufkin Park.

Staff and the Parks and Recreation Advisory Commission recommend the Village Board approve a resolution for the retention of 3D Design of Grayslake, Illinois, in the amount not to exceed \$108,725 for architectural and landscape services associated with the renovation of Lufkin Park.

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Kumar. Trustee Kumar expressed concern about changing rates and its effect on the development. Director Gola explained the efforts to stay within budget. Dan Delzell with 3D Design explained the process and their efforts to complete the development on budget. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Cilella, Murphy, Kozar, Patrick, Kumar and President Cuzzone. There were no nays. Motion carried.

12. Public Comments on Non-Agenda Items.

There were no participants.

13. Village Clerk's Report.

Clerk Korynecky had no report or recommendations.

14. Village Trustees' Report.

Trustee Kumar had no report or recommendations.

Trustee Corkery had no report or recommendations.

Trustee Murphy said the last day for the Villa Park Office Equipment food drive at the Village ends November 16 and thanked everyone who participated.

Trustee Patrick referred to the forecast for snow and asked residents to drive safely. He also thanked Fire and Police first responders for keeping everyone safe.

Trustee Kozar thanked staff for their work on the AFSCME agreement. He referred to his recent meeting with Director McLaughlin. He asked if the Liquor Commission will be televised. Manager Harline said it is not scheduled to be but will find out if that can be done. Trustee Kozar said the recent Planning and Zoning Commission meeting was not televised and asked if there was anything to report. President Cuzzone said Jackson Middle School was on the agenda with their request for variation approval on their sign. Director McLaughlin provided additional information.

Trustee Cilella had no report or recommendations.

15. Village President's Report.

President Cuzzone congratulated the Willowbrook High School girl's football team on becoming regional winners and will now move on to national competition. He reminded residents that free leaf pick up ends December 9 and stickers are still required for yard waste in cans. He thanked Police Officer Kitching for handing out candy on Halloween around the Village. He also said the Dan Gibbons Turkey Trot event begins at 9 a.m. on Thanksgiving in Elmhurst. Sign up is at www.dangibbonsturkeytrot.org.

16. Village Manager's Report.

Manager Harline said he had no additional comments.

17. Executive Session.

Pursuant to 5 ILCS 120/2:

(c)(2) regarding collective negotiating matters between the public body and its employees or their representative or deliberations concerning salary schedules for one or more classes of employees;

(c)(6) the setting of a price for sale or lease of property owned by the public body, and

(c) (11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

Motion to approve Executive Session was made by Trustee Kumar and seconded by Trustee Cilella.

There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Murphy, Corkery, Patrick, Cilella, Kumar and President Cuzzone. There were no nays. Motion carried.

18. Adjournment.

Motion to adjourn was made by Trustee Patrick and seconded by Trustee Corkery. Voice vote passed with all ayes. Motion carried. Meeting adjourned at 9:51 p.m.

Respectfully submitted,

Hosanna Korynecky
Village Clerk

The Next Scheduled Meeting is on November 21, 2022.

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Suzanne McVey

Submitting Department: Village Manager's Office

Item Type: Bill Listing

Agenda Section: Consent Agenda

Subject:

Bill Listing for the Week of November 14, 2022 in the Total Amount of \$674,451.89

Suggested Action:

Attachments:

[2022-1114 CY22 Weekly Chk Report.pdf](#)



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on November 21, 2022

Covering weekly check runs dated for:

November 14, 2022/CY22 \$674,451.89

1 of 1

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice.Batch = "WF1114","1110INT"

Invoice Detail.Type = {<>} "Adjustment"

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.210508 ESCROW: P. W. PROJECTS								
H10 TECHNOLOGIES	11022022	0	BOND REFUND PRRW202201805 215 S COR	1,200.00 ✓	.00		WF1114	
MEAGRAH INC.	11022022	0	BOND REFUND 204 S VILLA PRRW20220077	1,200.00 ✓	.00		WF1114	
Total 10.210508 ESCROW: P. W. PROJECTS:				2,400.00	.00			
10.231145 P&Z DEPOSIT: MISCELLANEOUS								
DAILY HERALD	232816	0	PUBLIC NOTICE PZ-22-0013	101.20 ✓	.00		WF1114	
Total 10.231145 P&Z DEPOSIT: MISCELLANEOUS:				101.20	.00			
10.40002 PERS PROP REPLACEMENT TAXES								
VILLA PARK PUBLIC LIBRARY	10012022	0	TO REIMBURSE PPRT - OCTOBER 2022	42,926.26 ✓	.00		WF1114	
Total 10.40002 PERS PROP REPLACEMENT TAXES:				42,926.26	.00			
10.43100 BUILDING PERMITS								
H10 TECHNOLOGIES	11022022	0	BOND REFUND PRRW202201805 215 S COR	220.00 ✓	.00		WF1114	
Total 10.43100 BUILDING PERMITS:				220.00	.00			
10.45128 MISCELLANEOUS REVENUE								
BMO HARRIS MASTERCARD	0703736-2209	0	DISPUTED CHARGE TO BE REFUNDED	14.95 ✓	.00		WF1114	
Total 10.45128 MISCELLANEOUS REVENUE:				14.95	.00			
Total :				45,662.41	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.511.00.212 LEGAL SERVICES-POLICE								
DOERING, LINDA	2279	0	COURT REPORTER HEARING COURT OCT 2	600.00 ✓	.00		WF1114	
OTTOSEN DINOLFO	149085	0	HEARING COURT SEPT 2022	411.25 ✓	.00		WF1114	
RAINES, SHAWNTE M	November 2022	0	HEARING COURT SEPT/OCT/NOV	680.00 ✓	.00		WF1114	
Total 10.511.00.212 LEGAL SERVICES-POLICE:				1,691.25	.00			
10.511.00.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	METRA INTERNET SERVICE; SEPTEMBER 2	253.99 ✓	.00		WF1114	
Total 10.511.00.299 OTHER CONTRACTUAL SERVICES:				253.99	.00			
10.511.00.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	VP PENS REIMBURSEMENT	325.51- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PHONE CLIP	19.14 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	VIDEO CONFERENCING	140.00 ✓	.00		WF1114	
Total 10.511.00.399 OTHER SUPPLIES:				166.37-	.00			
10.511.00.667 COMMUNITY F.U.N. COMMISSION								
SEEI, LESLIE ALLISON	11032022	0	REIMB FOR JOYFUL TRADITIONS IL PRAIRIE	75.00 ✓	.00		WF1114	
Total 10.511.00.667 COMMUNITY F.U.N. COMMISSION:				75.00	.00			
Total PUBLIC AFFAIRS:				1,853.87	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.512.00.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	MAILING OF LTRS RE: ARDMORE VACATION	8.70 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	MAILING OF LEGAL DOCUMENTS RE: EPA	23.55 ✓	.00		WF1114	
POSITIVE IMPRESSIONS	PII-8581	0	BUSINESS CARDS - VM	180.49 ✓	.00		WF1114	
Total 10.512.00.399 OTHER SUPPLIES:				212.74	.00			
10.512.01.202 TRAINING & CONFERENCES								
BMO HARRIS MASTERCARD	0703736-2209	0	LODGING RE: IMCA ANNUAL CONFERENCE	103.80- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LODGING RE: IMCA ANNUAL CONFERENCE	695.80 ✓	.00		WF1114	
Total 10.512.01.202 TRAINING & CONFERENCES:				592.00	.00			
10.512.01.270 MAINT OF OFFICE EQUIPMENT								
BMO HARRIS MASTERCARD	0703736-2209	0	IPAD CASE	149.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DOMAIN RENEWALS	339.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SSD DRIVES AND MEMORY	135.96 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REFUND FOR DAMAGED IPAD CASE	149.95- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REFUND ON TAX AMOUNT	6.25- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REFUND ON TAX AMOUNT	7.18- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	WEBCAMS AND EXTENTION CABLES	80.96 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	HP NETWORK SWITCH	937.54 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SSD HARD DRIVES	802.89 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SSD HARD DRIVES	149.96 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REFUND FOR UNUSED CONNECTORS	90.00- ✓	.00		WF1114	
Total 10.512.01.270 MAINT OF OFFICE EQUIPMENT:				2,343.86	.00			
10.512.01.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	HOSTED EMAIL ACCOUNT	4.48 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	OFF-SITE DATA BACKUP	90.05 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	STUDIO INTERNET	291.47 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	POOL INTERNET	94.23 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BUSINESS LUNCH MTG MH, SM, EW, MM. M	143.19 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BOOKS FOR DEPT HEADS RE BOOK MEETI	120.61 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LUNCH W/MH,PB, MG, COM DEV CANDIDAT	111.94 ✓	.00		WF1114	
KNO2 LLC	10197	0	MONTHLY LINE AND DOMESTIC PAGES	32.60 ✓	.00		WF1114	
Total 10.512.01.299 OTHER CONTRACTUAL SERVICES:				888.57	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total MANAGER:				4,037.17	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.513.00.299 OTHER CONTRACTUAL SERVICES								
AMERICAN PRINTING TECHNOLOGIE	22-VP10	0	PRODUCTION SVCS UTIL BILL RUN#10 2022	625.05 ✓	.00		WF1114	
GOVTEMPSUSA LLC	4070532	0	CONTRACTED FINANCE DIRECTOR; 10/23 &	7,840.00 ✓	.00		WF1114	
SIKICH LLP	4522	0	FINAL AUDIT SERVICES FOR FYE 12-31-2022	9,895.00 ✓	.00		WF1114	
Total 10.513.00.299 OTHER CONTRACTUAL SERVICES:				18,360.05	.00			
Total FINANCE:				18,360.05	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.514.00.202 TRAINING & CONFERENCES								
BMO HARRIS MASTERCARD	0703736-2209	0	NETWORKING ROTARY	35.00 ✓	.00		WF1114	
Total 10.514.00.202 TRAINING & CONFERENCES:				35.00	.00			
10.514.00.270 MAINT OF OFFICE EQUIPMENT								
KONICA MINOLTA BUSINESS	9008929937	0	COPY CHANGES OCT 2022	51.60 ✓	.00		WF1114	
KONICA MINOLTA PREMIER FINANCE	485675144	0	LEASE CHARGES OCT 2022	80.00 ✓	.00		WF1114	
Total 10.514.00.270 MAINT OF OFFICE EQUIPMENT:				131.60	.00			
10.514.00.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	BACKGROUND CHECK - MM	44.94 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	48 E KENILWORTH GRASS CUT	92.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	29 S MONTEREY GRASS CUT	92.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	404 N ELLSWORTH GRASS CUT	92.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	59 S MONTEREY GRASS CUT	92.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	117 W LESLIE GRASS CUT	102.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	234 S MONTEREY GRASS CUT	104.00 ✓	.00		WF1114	
DACRA TECH LLC	2022-10-18	0	CD TICKET PROGRAM	150.00 ✓	.00		WF1114	
WASHU LLC	122	0	CAR WASH OCTOBER 2022	4.00 ✓	.00		WF1114	
Total 10.514.00.299 OTHER CONTRACTUAL SERVICES:				772.94	.00			
10.514.00.303 DUES & PUBLICATIONS								
BMO HARRIS MASTERCARD	0703736-2209	0	2021 CODE BOOKS	1,392.83 ✓	.00		WF1114	
Total 10.514.00.303 DUES & PUBLICATIONS:				1,392.83	.00			
Total COMMUNITY DEVELOPMENT:				2,332.37	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.515.00.205 POSTAGE								
BMO HARRIS MASTERCARD	0703736-2209	0	POSTAGE	26.95	.00		WF1114	
Total 10.515.00.205 POSTAGE:				26.95	.00			
10.515.00.270 MAINT OF OFFICE EQUIPMENT								
GORDON FLESCH CO. INC	IN13961236	0	COPIER USAGE 8/4-11/4/22	867.51	.00		WF1114	
Total 10.515.00.270 MAINT OF OFFICE EQUIPMENT:				867.51	.00			
Total CENTRAL SERVICES:				894.46	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.516.00.222 HEATING & A/C MAINT SERV								
BMO HARRIS MASTERCARD	0703736-2209	0	A/C FOR A. JUSK'S OFFICE AT IOWA	723.07 ✓	.00		WF1114	
Total 10.516.00.222 HEATING & A/C MAINT SERV:				723.07	.00			
10.516.00.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	ST81 REFRIDGERATOR REPLACEMENT	1,618.00 ✓	.00		WF1114	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:				1,618.00	.00			
10.516.00.315 BUILDING MAINT SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	OUTLET COVERS TWIN LAKES	60.18 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DOOR CLOSER AND LIGHT FOR FD 82	121.88 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BELT FOR IOWA AIR HANDLER	32.41 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	COVER FOR STATION 81 OUTLET	30.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BELTS AND FILTERS FOR PW	101.39 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	HOME AVE SUPPLIES	1,031.00 ✓	.00		WF1114	
PORTER PIPE AND SUPPLY	12489861-00	0	HARDWARE FOR FLEET SHED	102.30 ✓	.00		WF1114	
Total 10.516.00.315 BUILDING MAINT SUPPLIES:				1,480.14	.00			
10.516.00.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	TOOL REPLACEMENT	22.98 ✓	.00		WF1114	
Total 10.516.00.399 OTHER SUPPLIES:				22.98	.00			
Total BUILDINGS & GROUNDS:				3,844.19	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.517.00.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	METRA PESTICIDE SERVICES	45.00	.00		WF1114	
Total 10.517.00.299 OTHER CONTRACTUAL SERVICES:				45.00	.00			
Total COMMUTER PARKING LOT:				45.00	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.518.00.215 SHOP SERVICES								
CINTAS CORPORATION #344	4135644137	0	FLT UNIFORMS MATS TOWELS	58.46 ✓	.00		WF1114	
Total 10.518.00.215 SHOP SERVICES:				58.46	.00			
10.518.00.302 CHEMICALS								
BMO HARRIS MASTERCARD	0703736-2209	0	WINDSHIELD WASHER FLUID	329.04 ✓	.00		WF1114	
Total 10.518.00.302 CHEMICALS:				329.04	.00			
10.518.00.309 GAS & DIESEL FUEL								
BMO HARRIS MASTERCARD	0703736-2209	0	DIESEL EXHAUST FLUID	142.20 ✓	.00		WF1114	
Total 10.518.00.309 GAS & DIESEL FUEL:				142.20	.00			
10.518.00.310 MOTOR VEHICLE PARTS & ACCESS								
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE E82 FRONT TIRES	1,237.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	WAX, TAPE, RAGS	56.02 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PD NEW DURANGOS TRIM CLIPS	40.85 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PD 151 BOLTS FOR CAR SET UP	6.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 4 AIR FILTERS	49.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 4 WASHER FLUID BOTTLE	116.94 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 4 TIRE REPAIR	39.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE M80 RUBBER MOUNTS FOR COMPRES	12.54 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FLEET 32 HUB BEARING	145.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REC BUS 254 EXHAUST STUDS, GASKETS	96.29 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PD 149 SWAY BAR LINKS	82.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE E82 DOOR LOCK ACTUATOR	31.51 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 23 FRONT BRAKE PADS	47.44 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 19 BALANCE TIRES	34.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 19 FRONT BRAKES PADS , ROTORS	275.57 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 19 FOUR NEW TIRES	579.88 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 19 OIL SEALS FOR ROTORS	18.38 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BATTERY CHARGER	73.11 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FLEET 32 OXYGEN SENSOR	119.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ACCOUNT CREDIT BACK TO PCARD	295.95- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	AMBULANCE BATTERY PRICE ADJUSTMENT	5.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE O82 DRIVERS DOOR LATCH	128.75 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PD197, FLEET 32 REAR BRAKES BELT, TENS	138.32 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	STOCK FILTERS	83.29 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PW 48 SPREADER MOUNTING PLATES	100.30 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
BMO HARRIS MASTERCARD	0703736-2209	0	3 TRIANGLE WARNING KITS	66.27 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	2 PATRIOT BLADES, 2 CURB GUARDS, 2 SAV	3,130.30 ✓	.00		WF1114	
BRAD MANNING FORD INC	196021	0	PD 145 ALTERNATOR	500.09 ✓	.00		WF1114	
WRECK ROOM INC, THE	28116	0	PW 61 FRONT END ALIGNMENT	154.97 ✓	.00		WF1114	
Total 10.518.00.310 MOTOR VEHICLE PARTS & ACCESS:				7,074.78	.00			
10.518.00.315 INSPECTIONS AND SAFETY TESTS								
BMO HARRIS MASTERCARD	0703736-2209	0	FIE E80 PUMP TESTING & INSPECTIONS	804.28 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE E81 PUMP TESTING & INSPECTIONS	800.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE E82 PUMP TESTING & INSPECTIONS	800.00 ✓	.00		WF1114	
Total 10.518.00.315 INSPECTIONS AND SAFETY TESTS:				2,404.28	.00			
10.518.00.322 HAND TOOLS								
BMO HARRIS MASTERCARD	0703736-2209	0	STEELMAN WIRELESS CHASSIS TOOL	237.94 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	STEELMAN WIRELESS CHASSIS TOOL	245.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SHIPPING CREDIT	5.99- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	CREDIT STEELMAN WIRELESS CHASSIS TO	237.94- ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DIE GRINDER SETS SHOP TOOLS	285.50 ✓	.00		WF1114	
Total 10.518.00.322 HAND TOOLS:				525.49	.00			
10.518.00.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	SHOP SUPPLIES NITRALE GLOVES 1 CASE	142.22 ✓	.00		WF1114	
Total 10.518.00.399 OTHER SUPPLIES:				142.22	.00			
Total GARAGE:				10,676.47	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.519.00.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	POSTAGE - CONTRACTS	18.50 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LOGITECH HEADSET	21.99 ✓	.00		WF1114	
Total 10.519.00.399 OTHER SUPPLIES:				40.49	.00			
Total ENGINEERING:				40.49	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.520.01.202 TRAINING & CONFERENCES								
BASTIAN, JOSEPH	11012201	0	TRNG-MEAL REIMBURSE OFC BASTIAN	10.83 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	IL ASSC OF EVIDENCE MGRS-TRNG K. MAR	500.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LODGING FOR IL LAW ENF ADMIN PROF CO	167.20 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	POLICE RECORDS MGMT CLASS FOR T. WY	259.00 ✓	.00		WF1114	
FRAKES, CONNOR	11012201	0	TRNG MEAL REIMBURSE-COFC FRAKES	13.43 ✓	.00		WF1114	
FRONTLINE PUBLIC SAFETY SOLUTI	FL31780	0	FRONTLINE TRAINING-BWC/MVR AUDITING	1,575.00 ✓	.00		WF1114	
STCLAIR, NATHAN	11022201	0	TRNG-MEAL REIMBURSE-OFc ST CLAIR	12.68 ✓	.00		WF1114	
Total 10.520.01.202 TRAINING & CONFERENCES:				2,538.14	.00			
10.520.01.210 TELEPHONE								
BMO HARRIS MASTERCARD	0703736-2209	0	PD CABLE SVC-SEPT 2022	42.08 ✓	.00		WF1114	
Total 10.520.01.210 TELEPHONE:				42.08	.00			
10.520.01.261 INSURANCE CLAIM LOSSES								
GA PRECISION LLC	2022-6262	0	GLADIUS RIFLE MCS-T2A; REIMBURSED BY	4,942.04 ✓	.00		WF1114	
VETERAN'S TOWING & RECOVERY IN	23173	0	TOWING OF #151 SQUAD THAT WAS REAR-	435.00 ✓	.00		WF1114	
Total 10.520.01.261 INSURANCE CLAIM LOSSES:				5,377.04	.00			
10.520.01.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	DVD RS FOR BODY CAM STORAGE AND FOI	124.24 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SCOTCH TAPE FOR RECORDS DEPT	40.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	COUNTERFEIT BILL DETECTION MARKERS	8.39 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	CARTRIDGES FOR LABEL MAKER	69.18 ✓	.00		WF1114	
DACRA TECH LLC	2022-10-18	0	PD TICKET PROGRAM	400.00 ✓	.00		WF1114	
DACRA TECH LLC	2022-10-18	0	COLLECTION PROGRAM	200.00 ✓	.00		WF1114	
VILLA PARK EXPLORER POST 620	10312201	0	ANNUAL CONTRIBUTION POLICE EXPLORE	1,500.00 ✓	.00		WF1114	
Total 10.520.01.299 OTHER CONTRACTUAL SERVICES:				2,342.80	.00			
10.520.01.317 OFFICE SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	KRAFT ENVELOPES FOR EVIDENCE	47.84 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FILE FOLDERS FOR PD	23.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PRIORITY MAIL OF LICENSE PLATE TO RIGH	8.95 ✓	.00		WF1114	
DEPENDABLE PRINTING SERVICES	1456	0	BUS CARDS FOR DC KUBISH	58.13 ✓	.00		WF1114	
SVARA, JAMES	1108202201	0	PRIORITY MAIL OF DAMAGED TAC HEADSE	33.35 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 10.520.01.317 OFFICE SUPPLIES:				172.25	.00			
10.520.01.399 OTHER SUPPLIES								
O'HERRON CO INC, RAY	2230484	0	12 CANISTERS PEPPER-OC SPRAY	205.17 ✓	.00		WF1114	
Total 10.520.01.399 OTHER SUPPLIES:				205.17	.00			
10.520.08.281 RENTAL OF EQUIPMENT								
BMO HARRIS MASTERCARD	0703736-2209	0	WATER & FILTRATION JULY-AUGUST 2022	44.00 ✓	.00		WF1114	
Total 10.520.08.281 RENTAL OF EQUIPMENT:				44.00	.00			
10.520.08.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	DETECTIVES-BKGRND CK SVCS AUG-SEPT	96.20 ✓	.00		WF1114	
Total 10.520.08.299 OTHER CONTRACTUAL SERVICES:				96.20	.00			
10.520.09.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	HOTDOGS,BUNS,CANDY,FOIL,PANS FOR SI	226.30 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	COURT PLANNER BOOK FOR RECORDS DE	19.70 ✓	.00		WF1114	
WASHU LLC	123	0	16 CAR WASHES- OCT	48.00 ✓	.00		WF1114	
Total 10.520.09.299 OTHER CONTRACTUAL SERVICES:				294.00	.00			
10.520.09.301 UNIFORMS								
JG UNIFORMS INC	105911	0	UNIFORM PANTS,JACKET,NAMETAPES,SHO	98.00 ✓	.00		WF1114	
Total 10.520.09.301 UNIFORMS:				98.00	.00			
10.520.09.320 K-9								
BMO HARRIS MASTERCARD	0703736-2209	0	K9 LUKE-BOARDING CHARGES 10 DAYS	594.00 ✓	.00		WF1114	
Total 10.520.09.320 K-9:				594.00	.00			
10.520.09.333 RANGE SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	WORKBENCH LIGHT FOR RANGE	48.24 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	6 GUN CLEANING RODS FOR RANGE	71.94 ✓	.00		WF1114	
O'HERRON CO INC, RAY	2231763	0	BELT CLIP-HOLSTER FOR BOLA WRAP NON	78.90 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 10.520.09.333 RANGE SUPPLIES:				199.08	.00			
10.520.09.401 CAPITAL OUTLAY								
ITOUCH BIOMETRICS	5625	0	LIVESCAN FINGERPRINT MACHINE	23,830.00 ✓	.00		WF1114	
Total 10.520.09.401 CAPITAL OUTLAY:				23,830.00	.00			
Total POLICE:				35,832.76	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.521.01.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	UPS MONITORS SHIPPED	40.55 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	UPS MONITORS SHIPPED	34.97 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SUPPLIES FOR PATRIOT DAY CEREMONY	48.83 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PERMAGUARD ASSET TAGS	388.90 ✓	.00		WF1114	
Total 10.521.01.299 OTHER CONTRACTUAL SERVICES:				513.25	.00			
10.521.01.315 BUILDING MAINT SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	CLEANING DAWN SOAP	178.50 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PAPERGOODS, TRASH LINERS	505.70 ✓	.00		WF1114	
Total 10.521.01.315 BUILDING MAINT SUPPLIES:				684.20	.00			
10.521.01.317 OFFICE SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	HD ADAPTOR	9.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	HD ADAPTOR	7.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FILE FOLDERS, PAPERPADS	41.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LABEL MAKER WHITE TAPE	13.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PENS,BINDERS,POST ITS	45.96 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	RETURN- HD ADAPTER	9.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LABEL MAKER	40.79 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PENS, REPORT COVERS	39.06 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	RED MARKING PENS	8.62 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	60CT HANGING COLOR PLASTIC TAGS	23.67 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	70 WHITE PLASTIC TAGS	8.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PENCIL POUCH, BAGS,SHARPIES	24.43 ✓	.00		WF1114	
Total 10.521.01.317 OFFICE SUPPLIES:				255.48	.00			
10.521.01.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	LARSEN, BADGE PRESENTATION	61.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	RR 10YRS PLAQUE	195.00 ✓	.00		WF1114	
Total 10.521.01.399 OTHER SUPPLIES:				256.99	.00			
10.521.21.311 PROGRAM SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	OPEN HOUSE SUPPLIES	172.85 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	HEARTSAVER, FIRST AID CPR AED ECARDS	1,700.00 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 10.521.21.311 PROGRAM SUPPLIES:				1,872.85	.00			
10.521.22.303 DUES & PUBLICATIONS								
BMO HARRIS MASTERCARD	0703736-2209	0	NFPA 1033 BOOKS FOR REPOSH, SAUTER	126.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LT.REPOSH- ISFSI MEMBERSHIP	50.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LT.SAUTER- ISFSI MEMBERSHIP	50.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FIRE INSP.FURTAK- IAAI MEMBERSHIP	130.00 ✓	.00		WF1114	
Total 10.521.22.303 DUES & PUBLICATIONS:				356.95	.00			
10.521.22.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	TRAINING BOOKS AND MATERIAL	2,562.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	VACUUM EPOXY, HAZMAT MONITOR REPAIR	154.54 ✓	.00		WF1114	
Total 10.521.22.399 OTHER SUPPLIES:				2,716.54	.00			
Total FIRE:				6,656.26	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.523.02.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	SUCTION BATTERY	53.95 ✓	.00		WF1114	
Total 10.523.02.299 OTHER CONTRACTUAL SERVICES:				53.95	.00			
Total AMBULANCE/PARAMEDIC:				53.95	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
10.525.01.202 TRAINING & CONFERENCES								
BMO HARRIS MASTERCARD	0703736-2209	0	PUBLIC ROAD DEICING TRAINING	50.00 ✓	.00		WF1114	
Total 10.525.01.202 TRAINING & CONFERENCES:				50.00	.00			
10.525.01.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	IL. TOLLWAY REPLENISH	42.15 ✓	.00		WF1114	
WASHU LLC	124 10.31.2022	0	1 PW CAR WASH OCTOBER 2022	3.00 ✓	.00		WF1114	
Total 10.525.01.299 OTHER CONTRACTUAL SERVICES:				45.15	.00			
10.525.01.303 DUES & PUBLICATIONS								
BMO HARRIS MASTERCARD	0703736-2209	0	MEMBERSHIP RENEWAL - MG	25.00 ✓	.00		WF1114	
Total 10.525.01.303 DUES & PUBLICATIONS:				25.00	.00			
10.525.25.219 UTILITY - ELECTRIC								
AEP ENERGY	3017246055 9/2022	0	1 S CENTRAL LITE RT/25; 9/7-10/6/22	62.53 ✓	.00		WF1114	
AEP ENERGY	3017246077 9/2022	0	118 S VILLA AVE; 9/7-10/6/22	7.38 ✓	.00		WF1114	
Total 10.525.25.219 UTILITY - ELECTRIC:				69.91	.00			
10.525.26.344 CONCRETE - REDI MIX								
BMO HARRIS MASTERCARD	0703736-2209	0	HYDRAULIC CEMENT	130.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	5 HYD. CEMENT	471.72 ✓	.00		WF1114	
Total 10.525.26.344 CONCRETE - REDI MIX:				601.72	.00			
10.525.26.346 PRECAST & CONCRETE MATERIALS								
BMO HARRIS MASTERCARD	0703736-2209	0	CONCRETE BRICKS (720)	984.00 ✓	.00		WF1114	
Total 10.525.26.346 PRECAST & CONCRETE MATERIALS:				984.00	.00			
10.525.26.348 PIPES & CULVERTS								
BMO HARRIS MASTERCARD	0703736-2209	0	CAP	136.22 ✓	.00		WF1114	
Total 10.525.26.348 PIPES & CULVERTS:				136.22	.00			
10.525.26.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	PVC CEMENT	19.99 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 10.525.26.399 OTHER SUPPLIES:				19.99	.00			
10.525.27.322 HAND TOOLS								
BMO HARRIS MASTERCARD	0703736-2209	0	SOCKETS AND RACHETS	88.94 ✓	.00		WF1114	
Total 10.525.27.322 HAND TOOLS:				88.94	.00			
10.525.27.342 ASPHALT MIX								
DUPAGE MATERIALS COMPANY LLC.	19429	0	HIGH PERFORMANCE COLD	320.00 ✓	.00		WF1114	
Total 10.525.27.342 ASPHALT MIX:				320.00	.00			
10.525.27.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	TOP SOIL	160.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	WASP SPRAY	9.00 ✓	.00		WF1114	
Total 10.525.27.399 OTHER SUPPLIES:				169.00	.00			
10.525.28.322 HAND TOOLS								
BMO HARRIS MASTERCARD	0703736-2209	0	RAKES	89.98 ✓	.00		WF1114	
Total 10.525.28.322 HAND TOOLS:				89.98	.00			
Total STREET:				2,599.91	.00			
Total CORPORATE FUND:				132,889.36	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY STOP STICK , LTD	0026658-IN	0	STOP STICKS FOR SQUADS #187 & #190	628.00 ✓	.00		WF1114	
Total 19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY:				628.00	.00			
Total POLICE:				628.00	.00			
Total DUI TECHNOLOGY FUND:				628.00	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
20.502.11.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	NON LETHAL WEAPON - SPONGE LAUNCHE	4,596.40	.00		WF1114	
Total 20.502.11.399 OTHER SUPPLIES:				4,596.40	.00			
Total GENERAL:				4,596.40	.00			
Total DRUG CONTROL FUND:				4,596.40	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
26.502.01.299 OTHER CONTRACTUAL SERVICES								
SIKICH LLP	3610	0	AUDIT SERVICES FOR FYE 12-31-2021 - TIF	2,345.52	.00		WF1114	
Total 26.502.01.299 OTHER CONTRACTUAL SERVICES:				2,345.52	.00			
Total GENERAL:				2,345.52	.00			
Total TIF 6 FUND-NO ARDMORE/VERMONT:				2,345.52	.00			

PAYMENT APPROVAL REPORT - BY GL NUMBER

Report dates: 1/1/2022-11/30/2022

Nov 10, 2022 11:18AM

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
27.502.01.299 OTHER CONTRACTUAL SERVICES								
KENILWORTH TOWNHOMES, LLC	11012022	0	REIMB PURSUANT TO REDEVELOPMENT A	57,249.33 ✓	.00		WF1114	
SIKICH LLP	3610	0	AUDIT SERVICES FOR FYE 12-31-2021 - TIF	91.06 ✓	.00		WF1114	
Total 27.502.01.299 OTHER CONTRACTUAL SERVICES:				57,340.39	.00			
27.502.01.401 CAPITAL OUTLAY								
BMO HARRIS MASTERCARD	0703736-2209	0	PROPANE TANK	21.99 ✓	.00		WF1114	
Total 27.502.01.401 CAPITAL OUTLAY:				21.99	.00			
Total GENERAL:				57,362.38	.00			
Total TIF 5 FUND - KENILWORTH:				57,362.38	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
28.502.01.299 OTHER CONTRACTUAL SERVICES								
SIKICH LLP	3610	0	AUDIT SERVICES FOR FYE 12-31-2021 - TIF	57.87 ✓	.00		WF1114	
Total 28.502.01.299 OTHER CONTRACTUAL SERVICES:				57.87	.00			
Total GENERAL:				57.87	.00			
Total TIF 4 FUND - ST. CHARLES RD:				57.87	.00			

PAYMENT APPROVAL REPORT - BY GL NUMBER
Report dates: 1/1/2022-11/30/2022

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
29.502.01.299 OTHER CONTRACTUAL SERVICES								
SIKICH LLP	3610	0	AUDIT SERVICES FOR FYE 12-31-2021 - TIF	9,235.55 ✓	.00		WF1114	
Total 29.502.01.299 OTHER CONTRACTUAL SERVICES:				9,235.55	.00			
Total GENERAL ADMINISTRATION:				9,235.55	.00			
Total TIF 3 FUND - NORTH AVENUE:				9,235.55	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
35.502.01.202 TRAINING & CONFERENCES								
BMO HARRIS MASTERCARD	0703736-2209	0	IPRA CONFERENCES	75.00 ✓	.00		WF1114	
Total 35.502.01.202 TRAINING & CONFERENCES:				75.00	.00			
35.502.01.210 TELEPHONE								
BMO HARRIS MASTERCARD	0703736-2209	0	CABLE BOX RENTAL ICC/CRB	8.44 ✓	.00		WF1114	
Total 35.502.01.210 TELEPHONE:				8.44	.00			
35.502.01.291 BREWFEST								
BMO HARRIS MASTERCARD	0703736-2209	35003	CONTRACTUAL PRE-EVENT FLAT PAYMENT	3,000.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	35003	RENTAL OF TENTS, TABLES, CHAIRS FOR B	2,795.15 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BREWFEST GREEN LANYARDS	35.96 ✓	.00		WF1114	
BREWFEST PARTNERS	10.01.22	35003	CY22 BREWFEST REIMBURSEMENTS/COM	11,228.46 ✓	11,228.46	11/10/2022	1110INT	
DESIGNSPRING GROUP INC.	2924	35003	CY22 BREWFEST MARKETING MATERIALS	97.50 ✓	.00		WF1114	
Total 35.502.01.291 BREWFEST:				17,157.07	11,228.46			
35.502.01.317 OFFICE SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	PENS FOR ICC	104.08 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ULTRA-SLIM USB DATA HUB & WIRELESS NU	36.77 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	USB BARCODE SCANNER WITH STAND FOR	34.99 ✓	.00		WF1114	
Total 35.502.01.317 OFFICE SUPPLIES:				175.84	.00			
35.502.16.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	REC PESTICIDE SERVICES	275.00 ✓	.00		WF1114	
Total 35.502.16.299 OTHER CONTRACTUAL SERVICES:				275.00	.00			
35.502.16.314 JANITORIAL SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	22.91 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	89.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	23.16 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	IOWA SUPPLIES	394.65 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	15.18 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	17.57 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ICC CLEANING SUPPLIES	9.98 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 35.502.16.314 JANITORIAL SUPPLIES:				573.40	.00			
35.502.16.315 BUILDING MAINT SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	LIGHT BULBS	59.94 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PAINT SUPPLIES	32.17 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	UNI VENT FILTERS X 36 - ICC	163.44 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BELT UNIVENT IOWA	10.72 ✓	.00		WF1114	
Total 35.502.16.315 BUILDING MAINT SUPPLIES:				266.27	.00			
35.502.35.311 PROGRAM SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	SUMMER CAMP PROGRAM SHIRTS	230.00 ✓	.00		WF1114	
Total 35.502.35.311 PROGRAM SUPPLIES:				230.00	.00			
35.502.36.282 RENTAL/LEASE								
COLLEGE OF DU PAGE	2022-100600030	0	RENTAL DEPOSIT FOR CY23 LIFEGUARD TR	720.00 ✓	.00		WF1114	
SCHOOL DISTRICT 45	1559	0	D45 GYM RENTAL WOMEN'S VOLLEYBALL A	125.00 ✓	.00		WF1114	
Total 35.502.36.282 RENTAL/LEASE:				845.00	.00			
35.502.36.299 OTHER CONTRACTUAL SERVICES								
AFTERSCHOOL ENRICHMENT	3004495	0	CONTRACTED PROGRAM	92.00 ✓	.00		WF1114	
AFTERSCHOOL ENRICHMENT	3004496	0	CONTRACTED PROGRAM	246.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	RECREATION DEPARTMENT EMAIL MARKET	65.00 ✓	.00		WF1114	
LABOUNTY, KIMBERLY	VPPR1011	0	CONTRACTED YOGA IN THE PARK INSTRUC	493.50 ✓	.00		WF1114	
LABOUNTY, KIMBERLY	VPPR1012	0	CONTRACTED ADULT YOGA IN THE PARK IN	634.50 ✓	.00		WF1114	
TUMBLING TIMES INC	22	0	CY22 FALL INSTRUCTIONAL GYMNASTIC CO	1,005.20 ✓	.00		WF1114	
Total 35.502.36.299 OTHER CONTRACTUAL SERVICES:				2,536.20	.00			
35.502.36.311 PROGRAM SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	BREWFEET LIQUOR LICENSE PARKING FEE	36.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BREWFEET LIQUOR LICENSE FEE	51.13 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FTJ KITCHEN	25.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DEPOSIT-SENIOR TRIP	200.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME/SENIORS	33.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DONUTS-DONUT BINGO	32.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	CANDY-WILLOWBROOK PARADE	13.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LET'S DO LUNCH CARRYOUT-9/22	224.00 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-NATIONAL PANCAKE DAY	40.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-NATIONAL PANCAKE DAY	9.95 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME JUNCTION	67.56 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LET'S DO LUNCH CARRYOUT-9/15	209.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME JUNCTION	15.25 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SUPPLIES-FUNTIME JUNCTION	40.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	POP-SENIOR PROGRAMS	9.96 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME JUNCTION	156.07 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME JUNCTION	98.32 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DEPOSIT-SENIOR TRIP	153.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SUPPLIES-FUNTIME JUNCTION	31.25 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	LET'S DO LUNCH CARRYOUT 9/1	225.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DEPOSIT-SENIOR TRIP	169.50 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME/SENIORS	138.41 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DONUTS-DONUT BINGO	32.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BINGO PRIZES	87.40 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DEPOSIT-SENIOR TRIP	33.90 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-SEPT. BIRTHDAY BINGO	72.12 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-SEPT. BIRTHDAY BINGO	1.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	GROCERIES-FUNTIME JUNCTION	237.69 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SUPPLIES-WATERCOLOR CLASS	6.25 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SUPPLIES-FUNTIME JUNCTION	13.94 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	TABLE COVERS-SENIOR PROGRAMS	40.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BINGO PRIZES	43.50 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SPRA REFUND	6.50 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	DISCOVER DANCE SUPPLIES	13.98 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	VOLLEYBALLS FOR ADULT VOLLEYBALL LE	539.68 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	TAX REFUND	41.13 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ONLINE FITNESS PLATFORM	14.99 ✓	.00		WF1114	
STAR PRO SHOP	17752	0	MEDALS FOR FALL SOCCER PARTICIPANTS	220.00 ✓	.00		WF1114	
Total 35.502.36.311 PROGRAM SUPPLIES:				3,292.11	.00			
Total GENERAL:				25,434.33	11,228.46			
Total RECREATION FUND:				25,434.33	11,228.46			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
36.45128 MISCELLANEOUS REVENUE								
SITE ONE LANDSCAPE SUPPLY	124082722-001	0	RESIDENT MEMORIAL TREES	1,182.67 ✓	.00		WF1114	
Total 36.45128 MISCELLANEOUS REVENUE:				1,182.67	.00			
Total :				1,182.67	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
36.502.01.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	PKS- OFFICE WATER	79.48 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PKS- OFFICE WATER	36.83 ✓	.00		WF1114	
Total 36.502.01.299 OTHER CONTRACTUAL SERVICES:				116.31	.00			
36.502.01.317 OFFICE SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	MINI DISPLAY PORT CABLE	13.49 ✓	.00		WF1114	
Total 36.502.01.317 OFFICE SUPPLIES:				13.49	.00			
36.502.02.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	PARKS PESTICIDE SERVICES	255.00 ✓	.00		WF1114	
LEN'S ACE HARDWARE	486234	0	PROPANE FILL	25.19 ✓	.00		WF1114	
SOLITUDE LAKE MANAGEMENT LLC	PSI-26424	0	FOUNTAIN I ANNUAL MAINTENANCE	550.00 ✓	.00		WF1114	
TERRACE SUPPLY COMPANY	1042300	0	PARKS TOOL RENTAL	27.90 ✓	.00		WF1114	
TERRACE SUPPLY COMPANY	1042301	0	PARKS TOOL RENTAL	21.39 ✓	.00		WF1114	
Total 36.502.02.299 OTHER CONTRACTUAL SERVICES:				879.48	.00			
36.502.02.304 GROUNDS SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	IRRIGATION HEADS - HIGHRIDGE	53.46 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	IRRIGATION HEADS - HIGHRIDGE	171.08 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	IRRIGATION HEADS - HIGHRIDGE	26.73 ✓	.00		WF1114	
Total 36.502.02.304 GROUNDS SUPPLIES:				251.27	.00			
36.502.02.305 TURF SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	PLANT FOOD	15.99 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	TURF CHEMICALS	1,431.40 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	REMOTE FOR IRRIGATION	773.20 ✓	.00		WF1114	
Total 36.502.02.305 TURF SUPPLIES:				2,220.59	.00			
36.502.02.315 BUILDING MAINT SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	WASP SPRAY	5.00 ✓	.00		WF1114	
Total 36.502.02.315 BUILDING MAINT SUPPLIES:				5.00	.00			
36.502.02.325 GENERAL EQUIPMENT PARTS								
BMO HARRIS MASTERCARD	0703736-2209	0	LOCKS FOR PARTY TRAILER	25.58 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
BMO HARRIS MASTERCARD	0703736-2209	0	PUMP FOR GATOR	204.49	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	TORCH FOR SHOP	15.99	.00		WF1114	
SHOREWOOD HOME & AUTO INC	01-336008	0	MOWER BLADES	84.18	.00		WF1114	
SHOREWOOD HOME & AUTO INC	03-335214	0	OIL FILTERS	152.12	.00		WF1114	
Total 36.502.02.325 GENERAL EQUIPMENT PARTS:				482.36	.00			
36.502.02.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	PARTS FOR SANDER	128.25	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PARKS FIRST AID SUPPLIES	50.38	.00		WF1114	
Total 36.502.02.399 OTHER SUPPLIES:				178.63	.00			
Total GENERAL:				4,147.13	.00			
Total PARKS FUND:				5,329.80	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
41.502.03.302 CHEMICALS								
BMO HARRIS MASTERCARD	0703736-2209	0	POOL CHEMICALS	128.68-	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	POOL CHEMICALS	128.68	.00		WF1114	
Total 41.502.03.302 CHEMICALS:				.00	.00			
41.502.03.325 GENERAL EQUIPMENT PARTS								
BMO HARRIS MASTERCARD	0703736-2209	0	SUMP PUMP FOR POOL DEEP END	177.98	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	FUNBRELLA RESTITCH	550.00	.00		WF1114	
Total 41.502.03.325 GENERAL EQUIPMENT PARTS:				727.98	.00			
Total GENERAL:				727.98	.00			
Total SWIMMING POOL FUND:				727.98	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
60.502.02.210 TELEPHONE								
BASTIEN, KARLA	Phone_Reim_2022-09 & 2	0	PERS DEVICE PHONE REIM; SEPT 2022	24.99 ✓	.00		WF1114	
BASTIEN, KARLA	Phone_Reim_2022-09 & 2	0	PERS USAGE PHONE REIM; SEPT 2022	24.99 ✓	.00		WF1114	
BASTIEN, KARLA	Phone_Reim_2022-09 & 2	0	PERS DEVICE PHONE REIM; OCT 2022	24.99 ✓	.00		WF1114	
BASTIEN, KARLA	Phone_Reim_2022-09 & 2	0	PERS USAGE PHONE REIM; OCT 2022	24.99 ✓	.00		WF1114	
Total 60.502.02.210 TELEPHONE:				99.96	.00			
60.502.02.299 OTHER CONTRACTUAL SERVICES								
BMO HARRIS MASTERCARD	0703736-2209	0	SMARTSHEET MONTHLY SUBSCRIPTION	19.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	ZOOM MONTHLY SUBSCRIPTION	14.99 ✓	.00		WF1114	
Total 60.502.02.299 OTHER CONTRACTUAL SERVICES:				33.99	.00			
60.502.02.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	INDEX CARDS/CARD BOX	30.19 ✓	.00		WF1114	
Total 60.502.02.399 OTHER SUPPLIES:				30.19	.00			
Total GENERAL:				164.14	.00			
Total STREET IMPROVEMENT FUND:				164.14	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
64.210518 ESCROW: SIDEWALKS								
MEAGRAH INC.	11082022	0	BOND REFUND 204 S VILLA PUBLIC SIDEWA	600.00 ✓	.00		WF1114	
Total 64.210518 ESCROW: SIDEWALKS:				600.00	.00			
Total :				600.00	.00			
Total CAPITAL PROJECTS FUND:				600.00	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
65.502.02.401 CAPITAL OUTLAY								
BMO HARRIS MASTERCARD	0703736-2209	0	WINDOW TINTING-UNDERCOVER TAC VEHI	250.00 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	PD NEW DURANGO WIRING	1,165.94 ✓	.00		WF1114	
THOMAS DODGE CHRYSLER-JEEP	F45385	0	1 DODGE DURANGO	36,487.00 ✓	.00		WF1114	
Total 65.502.02.401 CAPITAL OUTLAY:				37,902.94	.00			
65.502.02.402 NON-CAPITAL OUTLAY								
BMO HARRIS MASTERCARD	0703736-2209	0	MSA G1 FACEMASK IDENTIFIER, STAFF	228.00 ✓	.00		WF1114	
Total 65.502.02.402 NON-CAPITAL OUTLAY:				228.00	.00			
Total GENERAL:				38,130.94	.00			
Total EQUIPMENT REPLACEMENT FUND:				38,130.94	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
66.502.02.299 OTHER CONTRACTUAL SERVICES								
W.B. OLSON INC	713-03	0	PRE-CONSTRUCTION SERVICES THRU 10/2	4,080.00 ✓	.00		WF1114	
WILLIAMS ARCHITECTS	21301	0	DESIGN DEVELOPMENT - LIONS REC CENT	10,306.14 ✓	.00		WF1114	
Total 66.502.02.299 OTHER CONTRACTUAL SERVICES:				14,386.14	.00			
Total GENERAL:				14,386.14	.00			
Total LAND & BUILDINGS FUND:				14,386.14	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
82.502.01.270 MAINT OF OFFICE EQUIPMENT								
GORDON FLESCH CO. INC	IN13961236	0	COPIER USAGE 8/4-11/4/22	28.94 ✓	.00		WF1114	
Total 82.502.01.270 MAINT OF OFFICE EQUIPMENT:				28.94	.00			
82.502.01.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	SSD HARD DRIVES	734.85 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	MEMORY CHIPS	55.98 ✓	.00		WF1114	
Total 82.502.01.399 OTHER SUPPLIES:				790.83	.00			
82.502.01.402 NON-CAPITAL OUTLAY								
DELL MARKETING LP	10621797458, 106202357	0	OPTIPLEX 3000 MICRO	3,429.44 ✓	.00		WF1114	
DELL MARKETING LP	10621797458, 106202357	0	LATITUDE 5531 & DOCK	1,915.58 ✓	.00		WF1114	
Total 82.502.01.402 NON-CAPITAL OUTLAY:				5,345.02	.00			
82.502.02.219 UTILITY - ELECTRIC								
AEP ENERGY	3014421013 9/2022	0	CORNELL PUMP STN; 9/7-10/6/22	1,614.26 ✓	.00		WF1114	
Total 82.502.02.219 UTILITY - ELECTRIC:				1,614.26	.00			
82.502.02.342 ASPHALT MIX								
DUPAGE MATERIALS COMPANY LLC.	19103	0	HMA SC N50 D9	306.18 ✓	.00		WF1114	
Total 82.502.02.342 ASPHALT MIX:				306.18	.00			
82.502.02.353 SERVICE CONNECTION MATERIALS								
BMO HARRIS MASTERCARD	0703736-2209	0	2 EA. BRASS NIPPLE SETS	305.98 ✓	.00		WF1114	
Total 82.502.02.353 SERVICE CONNECTION MATERIALS:				305.98	.00			
82.502.02.354 WATER METERS								
CORE & MAIN	R661412	0	1.5" & 2" WATER METERS	19,425.00 ✓	.00		WF1114	
Total 82.502.02.354 WATER METERS:				19,425.00	.00			
82.502.02.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	CORNING UR BOX	165.97 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	SHEAR PINS	113.60 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	6" BENCH VISE	229.99 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
BMO HARRIS MASTERCARD	0703736-2209	0	27MM SOCKET	12.97 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	BOLT AND NUT	3.88 ✓	.00		WF1114	
BMO HARRIS MASTERCARD	0703736-2209	0	STAKE BUNDLE, BUCKLE BOOTS, RAKE	417.76 ✓	.00		WF1114	
Total 82.502.02.399 OTHER SUPPLIES:				944.17	.00			
82.502.02.402 NON-CAPITAL OUTLAY								
BMO HARRIS MASTERCARD	0703736-2209	0	GENERATOR	1,199.99 ✓	.00		WF1114	
Total 82.502.02.402 NON-CAPITAL OUTLAY:				1,199.99	.00			
Total GENERAL:				29,960.37	.00			
Total WATER SUPPLY FUND:				29,960.37	.00			

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
83.502.01.270 MAINT OF OFFICE EQUIPMENT								
GORDON FLESCH CO. INC	IN13961236	0	COPIER USAGE 8/4-11/4/22	28.94 ✓	.00		WF1114	
Total 83.502.01.270 MAINT OF OFFICE EQUIPMENT:				28.94	.00			
83.502.01.399 OTHER SUPPLIES								
BMO HARRIS MASTERCARD	0703736-2209	0	MEMORY CHIPS	420.35 ✓	.00		WF1114	
Total 83.502.01.399 OTHER SUPPLIES:				420.35	.00			
83.502.01.402 NON-CAPITAL OUTLAY								
DELL MARKETING LP	10621797458, 106202357	0	PRECISION 5820 PC	5,783.70 ✓	.00		WF1114	
DELL MARKETING LP	10621797458, 106202357	0	DELL P2422H MONITOR	1,207.74 ✓	.00		WF1114	
Total 83.502.01.402 NON-CAPITAL OUTLAY:				6,991.44	.00			
83.502.02.219 UTILITY - ELECTRIC								
AEP ENERGY	3014421024 9/2022	0	WWFTF ; 9/7-10/6/22	251.00 ✓	.00		WF1114	
Total 83.502.02.219 UTILITY - ELECTRIC:				251.00	.00			
83.502.02.273 MAINT OF CONTROLS								
BMO HARRIS MASTERCARD	0703736-2209	0	UPS (BATTERY BACKUP)	199.00 ✓	.00		WF1114	
Total 83.502.02.273 MAINT OF CONTROLS:				199.00	.00			
83.502.02.299 OTHER CONTRACTUAL SERVICES								
FLOW TECHNICS	000009796	0	REPAIR/REPLACE PUMP #1 YALE & RIDGE L	6,122.00 ✓	.00		WF1114	
Total 83.502.02.299 OTHER CONTRACTUAL SERVICES:				6,122.00	.00			
83.502.02.322 HAND TOOLS								
BMO HARRIS MASTERCARD	0703736-2209	0	PIPE WRENCH	47.94 ✓	.00		WF1114	
Total 83.502.02.322 HAND TOOLS:				47.94	.00			
83.502.02.401 CAPITAL OUTLAY								
ALESCH, SHAWN	11022022	0	REIMBURSEMENT SEWER REPAIR 383 N MI	1,000.00 ✓	.00		WF1114	
CHOI, PHILIP	11022022	0	REIMBURSEMENT STAIRWELL 333 S MICH	1,000.00 ✓	.00		WF1114	
FINNEY, MARLENE	11042022	0	REIMBURSEMENT 427 S. CORNELL	1,000.00 ✓	.00		WF1114	
MARTIN, REBECCA	11022022	0	REIMBURSEMENT 105 N SECOND	1,000.00 ✓	.00		WF1114	

Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid	Batch	Voided
Total 83.502.02.401 CAPITAL OUTLAY:				4,000.00	.00			
83.502.04.401 CAPITAL OUTLAY								
BENCHMARK CONSTRUCTION CO	Monterey PE 01	0	MONTEREY IMPROVEMENT PROJECT CON	304,134.72 ✓	.00		WF1114	
Total 83.502.04.401 CAPITAL OUTLAY:				304,134.72	.00			
83.502.04.694 IEPA LOAN REPAYMENTS								
ILLINOIS ENVIRONMENTAL	L17-4151	0	ASTOR/MYRTLE LOAN#4 L17-4151	30,407.72 ✓	.00		WF1114	
Total 83.502.04.694 IEPA LOAN REPAYMENTS:				30,407.72	.00			
Total GENERAL:				352,603.11	.00			
Total WASTEWATER FUND:				352,603.11	.00			
Grand Totals:				674,451.89	11,228.46			

	Amount Paid
CORPORATE FUND	
Total CORPORATE FUND:	132,889.36
DUI TECHNOLOGY FUND	
Total DUI TECHNOLOGY FUND:	628.00
DRUG CONTROL FUND	
Total DRUG CONTROL FUND:	4,596.40
TIF 6 FUND-NO ARDMORE/VERMONT	
Total TIF 6 FUND-NO ARDMORE/VERMONT:	2,345.52
TIF 5 FUND - KENILWORTH	
Total TIF 5 FUND - KENILWORTH:	57,362.38
TIF 4 FUND - ST. CHARLES RD	
Total TIF 4 FUND - ST. CHARLES RD:	57.87
TIF 3 FUND - NORTH AVENUE	
Total TIF 3 FUND - NORTH AVENUE:	9,235.55
RECREATION FUND	
Total RECREATION FUND:	25,434.33
PARKS FUND	
Total PARKS FUND:	5,329.80
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	727.98
STREET IMPROVEMENT FUND	
Total STREET IMPROVEMENT FUND:	164.14

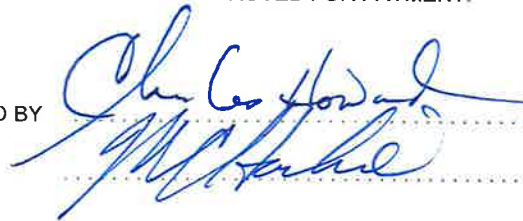
	Amount Paid
CAPITAL PROJECTS FUND	
Total CAPITAL PROJECTS FUND:	600.00
EQUIPMENT REPLACEMENT FUND	
Total EQUIPMENT REPLACEMENT FUND:	38,130.94
LAND & BUILDINGS FUND	
Total LAND & BUILDINGS FUND:	14,386.14
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	29,960.37
WASTEWATER FUND	
Total WASTEWATER FUND:	352,603.11
Grand Totals:	674,451.89

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE

11/11/22

APPROVED BY



Report Criteria:

Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Adjustmentid = {IS NULL}
Invoice.Batch = "WF1114","1110INT"

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Business (Commission Only)

Agenda Section: Appointments to the Board and Commissions

Subject:

Reappointments to the Parks and Recreation Advisory Commission as follows:

Sarah Collentine, term 11/21/2022 to 4/30/2024

Donna Noxon, term 11/21/2022 to 4/30/2024

Michael Storino, term 11/21/2022 to 4/30/2024

Jorge Cordova (Chair), term 11/21/2022 to 4/30/2024

Suggested Action:

Attachments:

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Business (Commission Only)

Agenda Section: Appointments to the Board and Commissions

Subject:

Reappointment to the Sugar Creek Golf Course Administrative Board for Joseph Colmone,
term 11/21/2022 - 4/30/2025

Suggested Action:

Attachments:

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Suzanne McVey

Submitting Department: Village Manager's Office

Item Type: Resolutions

Agenda Section: Resolutions

Subject:

Resolution of the Village of Villa Park, DuPage County, Illinois, Establishing the Regular Meeting Dates of the Village Board of Trustees, the Regular Meeting Dates of the Committee of the Whole, the holiday schedule for the Calendar Year 2023 and the Regular Meeting Dates of Coffee with the Board.

Suggested Action:

The Villa Park Municipal Code contains references to meetings and holidays. On an annual basis, the Board of Trustees establishes and approves a schedule of the meetings of the Village of Villa Park Board of Trustees, Committee of the Whole, as well as the Village's annual holiday schedule.

Staff had asked about adding an additional holiday and in particular the gap between New Year's Day and Memorial Day. It appears that the other holidays most frequently observed by the municipalities that responded to the DMMC survey are:

- Dr. Martin Luther King Jr.'s Birthday (observed) - 4
- President's Day - 8
- Veteran's Day (observed) - 4

Of those, President's Day provides a holiday that splits the time the best. Three of the respondents also recognize the Friday before Easter or a Spring Holiday which varies, but would be the closest to halfway most years. Illinois had three President's, all of whom made significant contributions to civil rights in the United States.

Staff recommends that the President and Board of Trustees pass the resolution to establish the holidays and meeting dates of the Village Board of Trustees and the Committee of the Whole for the 2023 calendar year.

Attachments:

[RESO - 2023 Board Meetings, Holidays, COW & Coffee with Board.pdf](#)

[Exhibit A - 2023 Village Board Meeting Dates.pdf](#)

[Exhibit B - 2023 Village of Villa Park Holidays.pdf](#)

[Exhibit C - 2023 Committee of the Whole Dates.pdf](#)

[Exhibit D-2023 Village Coffee with the Board Dates \(002\).pdf](#)

[Municipal Holiday Schedules Survey Results - 10.31.2022.pdf](#)

[Holiday Pay Analysis.pdf](#)

RESOLUTION NO. ____

A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES OF THE VILLAGE BOARD OF TRUSTEES, THE HOLIDAY SCHEDULE, THE REGULAR MEETING DATES OF THE COMMITTEE OF THE WHOLE AND THE COFFEE WITH THE BOARD DATES FOR THE CALENDAR YEAR 2023

WHEREAS, the Village of Villa Park (the “*Village*”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Open Meetings Act (5 ILCS 120/2.01) requires at the beginning of each calendar year the giving of notice of the schedule of regular dates, times, and places of the meetings of the President and Board of Trustees of the Village (the “*Corporate Authorities*”); and,

WHEREAS, The Villa Park Municipal Code contains various references to holidays as to the applicability of regulations and to when the Village Hall is closed; and

WHEREAS, Section 2-401 of the Villa Park Municipal Code provides that the second and fourth Mondays of each month shall be the regular meetings of the Corporate Authorities; and,

WHEREAS, The President and Board of Trustees desire to establish the dates of the 2023 Village Holidays; and,

WHEREAS, The President and Board of Trustees desire to establish the dates of the 2023 Coffee with the Board.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: That the *Village of Villa Park Village Board Meeting Dates* attached hereto and made a part hereof as Exhibit A shall be the schedule of the regular meetings of the Village Board for 2023.

Section 2: That the *2023 Village Holidays*, attached hereto and made a part hereof as Exhibit B, shall be the schedule of Village holiday dates for 2023.

Section 3: That the *Village of Villa Park Committee of the Whole Meeting Dates* attached hereto and made part hereof as Exhibit C, shall be the schedule of the meetings of the Committee of the Whole for 2023.

Section 4: That the *Coffee with the Board Dates* attached hereto and made part hereof as Exhibit D, shall be the schedule of the Coffee of the Board for 2023.

Section 5: That this resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this ____ day of ____, 2022.

Resolution No: _____

APPROVED:

Village President

Attest:

Village Clerk



Village of Villa Park

2023 Village Board Meeting Dates

January	February	March
January 9	February 13	March 13
January 23	February 27	March 27
April	May	June
April 10	May 8	June 12
April 24	May 22	June 26
July	August	September
July 10	August 14	September 11
July 24	August 28	September 25
October	November	December
October 9	November 13	December 11
October 23	November 27	December 18



Village of Villa Park
Observed Holidays 2023

Holiday	Week Day	Date
New Year's Day (Observed)	Monday	January 2, 2023
Memorial Day	Monday	May 29, 2023
Independence Day	Tuesday	July 4, 2023
Labor Day	Monday	September 4, 2023
Thanksgiving Day	Thursday	November 23, 2023
Day After Thanksgiving	Friday	November 24, 2023
Christmas Eve (Observed)	Friday	December 22, 2023
Christmas Day	Monday	December 25, 2023



Village of Villa Park

2023 Committee of the Whole Dates

January

January 9

February

February 13

March

March 13

April

April 10

May

May 8

June

June 12

July

July 10

August

August 14

September

September 11

October

October 9

November

November 13

December

December 11



Village of Villa Park

2023 Coffee with the Board Dates

January January 7	February February 4	March March 4
April April 1	May May 6	June June 3
July July 1	August August 5	September None
October October 7	November November 4	December December 2

DMMC Survey - Municipal Holiday Schedules	
10/31/2022	
Municipality:	A member is looking for information on annual municipal holiday office closure schedules. Please respond if your list of planned office closure days for the 2023 holidays matches the list on the side or if it differs. If your list does not match, please note how so.
Village of Bloomingdale	Ours matches.
Village of Burr Ridge	Burr Ridge also provides a half-day (close at noon) New Year's Eve holiday benefit.
Village of Carol Stream	Village of Carol Stream also recognizes President's Day-February 20th which the Village Hall is closed.
Village of Clarendon Hills	Also February 20 (President's Day) & November 10 (Veteran's Day – Observed). Instead of the 22nd for Christmas Eve, our holidays will be observed on Monday (25th) and Tuesday (26th).
City of Darien	*Attached* - City of Darien 2023 Holiday Schedule
Village of Downers Grove	In addition to the holidays listed, the VoDG also observes MLK Day in January.
City of Elmhurst	Match for Elmhurst.
Village of Glen Ellyn	In addition, we have the following holidays as paid days off: Martin Luther King and Veterans Day.
Village of Glendale Heights	Glendale Heights adds Presidents Day and Veterans Day.
Village of Lisle	Lisle's Christmas Eve and Christmas holiday observances will be Monday, Dec. 25 and Tuesday, Dec. 26 – otherwise the below matches.
Village of Lombard	We also observe Monday, January 16, 2023 (MLK). The rest of the holidays match your list below.
City of Naperville	Naperville also is closed on Veteran's Day.
Village of Oak Brook	The Village of Oak Brook provides for each of the eight holiday days listed plus: • President's Day • New Year's Eve
Village of Roselle	The Village won't be closed on December 22. The Village will provide employees with a floater holiday in lieu of closing on Friday.
Village of Schaumburg	I have *attached* the Village of Schaumburg's 2023 Holiday Schedule. A couple of differences: the Village will observe Christmas Eve on Monday, December 25, 2023, and Christmas Day Tuesday, December 26, 2023. We are also in the process of getting approval for Presidents Day - Monday February 20, 2023.
City of Warrenville	Please see the *attached* 2023 holiday schedule for the City of Warrenville.
Village of Westmont	*Attached* - Village of Westmont 2023 Holidays
City of West Chicago	Matches WC's schedule.
City of Wheaton	Matches except Christmas Eve (Observed) – Friday, December 22, 2023. Add Presidents Day and the Friday before Easter.
Village of Winfield	Winfield closes on those days and President's Day the third Monday of February as well.
Village of Woodridge	Matches.

New Year's Day (Observed) – Monday, January 2, 2023
 Memorial Day – Monday, May 29, 2023
 Independence Day – Tuesday, July 4, 2023
 Labor Day – Monday, September 4, 2023
 Thanksgiving Day – Thursday, November 23, 2023
 Day After Thanksgiving – Friday, November 24, 2023
 Christmas Eve (Observed) – Friday, December 22, 2023
 Christmas Day – Monday, December 25, 2023

CITY OF DARIEN

M E M O

TO: City of Darien Employee's

FROM: Maria Gonzalez

DATE: November 1, 2022

SUBJECT: 2023 Holiday Schedule



Listed below are the recognized legal holidays for City of Darien employees:

New Year's Day 2023	Monday, January 2, 2023
Presidents' Day	Monday, February 20, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Thanksgiving	Thursday, November 23, 2023
Friday after Thanksgiving	Friday, November 24, 2023
Christmas Eve	Monday, December 25, 2023
Christmas Day	Tuesday, December 26, 2023
 New Year's Day 2024	 Monday, January 1, 2024

Please provide a copy to your department staff.

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VILLAGE OF SCHAUMBURG

PROGRESS THROUGH THOUGHTFUL PLANNING

MEMORANDUM

DATE: October 3, 2022

TO: All Village Employees

FROM: Ann Everhart, Director of Human Resources

SUBJECT: **VILLAGE HOLIDAYS – 2023**

The Village Manager has designated the following dates to be observed as village holidays for the calendar year 2023. For non-collectively bargained employees, please note the specific holiday schedule in Chapter IV, page 16 of the Village Benefits Handbook. For those employees covered by a collective bargaining agreement, a different holiday schedule may be applicable (please consult the appropriate agreement for more information):

New Year's Day	Monday, January 2, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day after Thanksgiving	Friday, November 24, 2023
Christmas Eve	Monday, December 25, 2023
Christmas Day	Tuesday, December 26, 2023
New Year's Day	Monday, January 1, 2024

Should you have any questions regarding the holiday schedule, please contact your collective bargaining representative or the Director of Human Resources for more information.



2023 HOLIDAY SCHEDULE

NEW YEAR'S DAY 2023 (observed)	MONDAY	JANUARY 2, 2023
PRESIDENTS DAY	MONDAY	FEBRUARY 20, 2023
SPRING HOLIDAY	FRIDAY	APRIL 7, 2023
MEMORIAL DAY	MONDAY	MAY 29, 2023
INDEPENDENCE DAY	TUESDAY	JULY 4, 2023
LABOR DAY	MONDAY	SEPTEMBER 4, 2023
THANKSGIVING DAY	THURSDAY	NOVEMBER 23, 2023
DAY AFTER THANKSGIVING	FRIDAY	NOVEMBER 24, 2023
WINTER HOLIDAY (observed)	MONDAY	DECEMBER 25, 2023
WINTER HOLIDAY (observed)	TUESDAY	DECEMBER 26, 2023
NEW YEAR'S EVE (observed)	MONDAY	JANUARY 1, 2024

APPROVED BY CITY COUNCIL: _____

DISCLAIMER:

The City of Warrenville has set aside Friday, April 7, Monday, December 25, and Tuesday, December 26, 2023, as regular holidays for its employees and is in no way promoting religious observances or Christianity with this action. In the case of observed holidays, when a holiday falls on a Saturday, it is observed on the preceding Friday. A holiday falling on a Sunday is observed on the following Monday unless designated otherwise in advance by the City. Police and other emergency personnel will be on duty during holidays to serve essential public needs.

2023 VILLAGE OF WESTMONT

Holidays

All full-time employees, except police department personnel shall receive time off and be paid for the following holidays:

- | | |
|-----------------------------------|-----------------------|
| • New Year's Day. | Monday, January 2 |
| • Martin Luther King, Jr. Day. | Monday, January 16 |
| • Presidents' Day. | Monday, February 20 |
| • Memorial Day. | Monday, May 29 |
| • Independence Day. | Tuesday, July 4 |
| • Labor Day. | Monday, September 4 |
| • Thanksgiving Day. | Thursday, November 23 |
| • The day after Thanksgiving Day. | Friday, November 24 |
| • Christmas Eve. | Friday, December 22 |
| • Christmas Day. | Monday, December 25 |

When any holiday falls on a Sunday, the following Monday shall be considered a holiday. When a holiday falls on a Saturday, then the preceding Friday shall be considered a holiday. When a holiday falls within an employee's vacation period, the employee's vacation will be extended one day at the end of the vacation period.

BUILDING CLOSED HOLIDAYS (floating/unpaid/CatchUpDays):

- | | |
|----------------|---------------------|
| • Good Friday | Friday, April 7 |
| • Juneteenth | Monday, June 19 |
| • Columbus Day | Monday, October 9 |
| • Veterans Day | Friday, November 10 |



Village of Villa Park

20 South Ardmore Avenue, Villa Park, Illinois 60181-2696

MEMORANDUM

TO: Village Board of Trustees
Matt Harline, Village Manager

FROM: Suzanne McVey, Assistant Village Manager

DATE: November 18, 2022

RE: Additional Holiday Analysis

At the October 24, 2022 Village Board meeting, staff were asked to provide additional information regarding the cost of adding one additional holiday to the 2023 holiday schedule. When reviewing potential costs related to additional holiday, the staff evaluated current collective bargaining agreements and potential emergency/call out costs. Current collective bargaining agreements include the current recognized eight (8) holidays. Each collective bargaining unit treats the holiday separately and agreements would need to be discussed with each bargaining unit to add the holiday. Non-union staff would have no anticipated additional costs outside of already budgeted payroll.

For AFSCME employees, they would receive the paid holiday and the only additional cost to the Village for the day would be related to an emergency call out event (i.e., snow, ice, water main break, etc.). In the event of such emergency, Public Works and Parks department employees called out would receive double time pay with two (2) hour minimums. The estimated exposure in this instance would be approximately \$949 to \$1,905 for the two departments. A Community Service Officer follows the AFSCME contract and would receive overtime pay if working the holiday.

The current contracts for Patrol Officers and Sergeants provide for eight hours of straight time pay for working the holiday and employees who worked the actual holiday receive an additional eight (8) hours of paid time off to be taken at a future date. A typical shift are seven (7) officers and two (2) sergeants. The primary estimated cost for the Police Department would be if overtime hours are accrued at a future date to cover the paid time off hours accrued by employees working the holiday. The average overtime cost for an 8 ½ hour shift for a Patrol Officer is \$613 and for Sergeants \$694.

The collective bargaining agreement for the Firefighters/Paramedics provides for 120 hours of straight time pay on the first payroll in December for eight (8) designated holidays. This works out to approximately fifteen hours per holiday. The average hourly pay for a FF/Paramedic is \$34.85. Because this union is the only union which receives pay in lieu of the holidays, the Village would need to negotiate any additional holiday with the IAFF collective bargaining unit.

In our analysis we tried to predict different possibilities that may result in cost to the Village related to the additional holiday. Because these are just based on possible scenarios, it is possible the overall cost to the Village would not extend beyond already budgeted payroll costs. If awarded, the Village would review with the current collective bargaining units the additional holiday and potential financial impacts.

It is also important not to forget the intangible benefits to employees and the organization by awarding an additional holiday. Studies have shown that employees tend to work better after a holiday. They become less prone to accidents, more productive, and generally less stressed. Work-life balance is a very important topic among new hires and is also tied to retention. Generally, for our current staff, awarding the additional holiday would serve as recognition for their commitment and dedication to the Village over what has arguably been the most challenging time in our history with the COVID-19 pandemic.

We appreciate the opportunity to provide additional information to the board regarding the 2023 holiday proposal. If there are additional questions regarding the holiday cost analysis, please contact me at smcvey@invillapark.com or (630) 592-6061.

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Yolanda Clark

Submitting Department: Sugar Creek Golf Course Administrative Board

Item Type: Resolutions

Agenda Section: Resolutions

Subject:

Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Annual Budget of The Sugar Creek Golf Course for the Calendar Year 2023.

Suggested Action:

The Sugar Creek Administrative Board recommends passage of the 2023 Sugar Creek Golf Course Budget, with proposed expenditures equaling \$1,790,259 and proposed revenues equaling \$1,971,941 resulting in a net profit of \$181,682. This is an annual action the Board of Trustees takes in accordance with Sec. 2-2102 of the Village Code.

Attachments:

[MEMO_-_2023 SCGC Budget.docx](#)

[RESO_-_2023_SCGC_Budget.docx](#)

[SYNOP_-_2023 SCGC Budget.docx](#)

[2023 Budget Summary.pdf](#)

[SCGC 2023 Budget Revised as of Sept 26 2022.pdf](#)



MEMORANDUM

TO: Matt Harline, Village Manager
FROM: Greg Gola, Director of Parks, Recreation and Fleet Services
DATE: November 15, 2022
RE: Consider a Resolution to Approve the 2023 Sugar Creek Golf Course Budget

STATEMENT OF PROBLEM

According to the Intergovernmental Agreement between the Village of Villa Park and the Elmhurst Park District, proposed budgets must be approved by both entities prior to implementation. On Tuesday, Sept 27, 2022, the Sugar Creek Golf Course staff presented a proposed budget for the calendar year 2023, to the Sugar Creek Administrative Board, which is comprised of Elmhurst and Villa Park residents and staff members. After review and discussion, this Board voted to approve the budget for presentation to each parent Board for approval.

INVESTIGATION

Attached are the Budget highlights/changes, put together by the GC staff, for this year's budget.

RECOMMENDATION

The Sugar Creek Administrative Board, recommends passage of the 2023 Sugar Creek Golf Course Budget, with proposed expenditures equaling \$1,790,259 and proposed revenues equaling \$1,971,941 resulting in a net profit of \$181,682. This balanced budget includes payment of \$672,516 for completion of the pond restoration project and \$231,759 in total capital projects, including, but not limited to the purchase of a bank mower budgeted at \$56,759, and \$60,000 to replace the HVAC system.

Iowa Community Center

338 N. Iowa Avenue • Villa Park, Illinois 60181-1953 • Phone 630-834-8970 • fax 630-834-8982

RESOLUTION NO. _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS,
APPROVING THE ANNUAL BUDGET OF
THE SUGAR CREEK GOLF COURSE FOR THE CALENDAR YEAR 2023.**

WHEREAS, the Sugar Creek Golf Course Administrative Board has approved the proposed Sugar Creek Golf Course Budget for Calendar Year 2023; and,

WHEREAS, the President and Board of Trustees have the authority pursuant to the intergovernmental agreement between the Village and the Elmhurst Park District to approve the budget of the Sugar Creek Golf Course.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section One: That the *Annual Budget for Calendar Year 2023*, attached hereto and made a part hereof by reference as Exhibit A, for the Sugar Creek Golf Course be and is hereby approved.

Section Two: This resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this _ day of _____, 2022, pursuant to a roll call vote as follows:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAINING: _____

PASSED and APPROVED this _____ day of _____, 2022.

VILLAGE OF VILLA PARK

ATTEST: _____
President, Village of Villa Park

Clerk, Village of Villa Park

Consider a Resolution Approving the 2023 Sugar Creek Golf Course Annual Budget

The Sugar Creek Golf Course Administrative Board has approved the proposed Sugar Creek Golf Course Budget for Calendar Year 2023 beginning January 1, 2023 and ending December 31, 2023. This budget represents the beginning of a new era at Sugar Creek. After 20 years of debt payments averaging around \$225,000 annually, 2023 will be the first debt free year since 2003.

Proposed expenditures equal \$1,790,259 and the proposed revenues equal \$1,971,941 which results in a projected net profit of \$181,682. This budget includes payment of \$672,516 for the pond restoration project. According to the intergovernmental agreement between Villa Park and the Elmhurst Park District, the proposed budget must be presented to the Village President and Board of Trustees for final approval.

2023 Sugar Creek Budget Summary - 9/27/22

Summary

The 2023 budget represents the beginning of a new era at Sugar Creek. After 20 years of debt payments averaging around \$225,000 annually – about 25% of total expenses at Sugar Creek – 2023 will be the first debt-free year. The final payoff of debt in 2022 opens up opportunity for new projects and some long-awaited capital purchases in 2023 and beyond.

As a result of achieving some financial stability over the past few years, combined with the timing of receiving highly sought-after grants from the I.E.P.A., Sugar Creek is able to undergo a creek renovation project. This highly anticipated and most crucial project will ensure long-range sustainability of Sugar Creek for communities both upstream and downstream. Also securing the long-range lively hood of the golf course.

Creek Renovation Project

The initial total project is estimated at around \$1.225 million which will be funded at just over 50% from grants and the other 50% to be divided three ways between Sugar Creek Golf Course, The Village of Villa Park and the Elmhurst Park District. A portion of revenues and expenses for the project - which began in October 2022 – have been recorded in the Amended 2022 budget. With the project carrying over between two fiscal years 2022 and 2023, the remaining anticipated revenues and expenses are included in the 2023 budget.

In order to complete the creek renovation project in 2023, as part of the initial agreement The Elmhurst Park District – being the fiduciary governing agency – will fund the remaining 50% with a temporary advance in the amount of \$672,516. This amount will appear in revenues under Transfers In. The Elmhurst Park District will be reimbursed from the grant money upon completion of the project. The spend-down or expense portion of the project will appear in the budget under Capital Purchases in the equal amount.

Operating Budget

Outside of the creek renovation project, the operating budget for 2023 will continue to grow revenues by capitalizing on the strong post-pandemic golf demand. Sugar Creek will continue to be an outstanding value course within the nine-hole market place, especially with the newly-restored creek and pond which only increases the overall value. An increase in rates will surely reflect the value while still remaining competitive in the marketplace.

Total operating revenues for the 2023 budget are anticipated to increase by \$179,561 (16%) compared to the 2022 amended budget. (This includes anticipating loss of revenue for course being closed through April 30th due to creek renovation.)

On the expense side of operations, the most notable increase will come from wages - reflecting adjustments resulting from minimum wage increases and inflation. Overall wages are anticipated to increase \$36,961 (8.7%) compared to the 2022 amended budget. But, even though high inflation has driven up the cost of supplies and services around the world, all other non-wage expenses including contract services, repairs and supplies will increase only slightly by a total of \$12,503 (2.7%) compared to the 2022 amended budget.

Total operating expenses for the 2023 budget are anticipated to increase by \$46,464 (5.5%) compared to the 2022 amended budget.

Capital Purchases

Aside from the creek renovation project, a few key capital projects are targeted for 2023. The maintenance department will continue executing the long-range equipment replacement plan with the purchase of a bank mower in the amount of \$56,759. This purchase will be funded out of the proceeds from the sale of the house from Cash and Investments. Also, \$60,000 is projected to be used for replacing the HVAC system and \$15,000 to be used for purchasing a new golf ball dispenser for the driving range. Both of these capital investments will be replacing equipment which has far outlived their useful lifespan of at least over 15 years.

Lastly, as detailed in the annual year-end financial report developed by Selden Fox auditors, Sugar Creek will begin to repay the Elmhurst Park District and Village of Villa Park loans that have been made to the golf course. These are loans that were made during years when the annual debt payments were unable to be completely or partially covered from operations from the golf course. Also from capital projects that were funded. The proposed amount to repay each entity is \$50,000 – a total of \$100,000 for 2023.

Total Capital under Fixed Charges and Obligations for the 2023 budget are \$904,275
(including \$672,516 for creek renovation).

Total revenue for the 2023 budget is \$1,971,941
(including \$672,516 temporary advance from EPD for creek renovation)

Total expenses for the 2023 budget are \$1,790,259
(including \$672,516 for creek renovation expenses)

Net surplus of all revenues less expenses for the 2023 budget - \$181,682
(including all revenues and expenses for creek renovation project, capital and fixed obligations)

Notable adjustments to revenues 10% or more in the 2023 budget vs. 2022

- #3300-1802 Riding Car Rental – Budget \$193,545, increase by \$35,345 vs. 2022 due to increase in percentage of riders along with a \$1/person rate increase (69% x 25,500 x \$11 ea.)
- #3341 – Indoor Facility Rentals – Banquets – Budget \$30,000, increase by \$6,000 vs. 2022 for a total of based on actual current 2022 usage and increase in room rental fees. (Estimated 60 events x \$500/event)
- #3430-000 Daily Use Fees (Greens Fees) – Budget \$618,375, increase by \$94,350 vs. 2022. (25,500 rounds x \$24.25 average greens fee). Increase rate by \$2
- #3430-1813 Driving Range Fees – Budget \$162,850, Increase by \$11,850 vs. 2022. Based on actual 2022 volume and \$1 rate increase.
- #3600-1808 Beer/Wine Sales – Budget \$75,000, increase by \$12,800 vs. 2022 due to price increases across all alcohol SKU's.
- #3600-1810 – Soft Drink Sales – Budget \$27,500, increase by 9,500 due to rate increases
- #80-3900 – Transfers In – Budget \$672,516 for temporary advance from EPD for funding for creek renovation project.
- #80-3931- Sale of Asset-Restricted – Zero budget, a decrease of <\$303,340> as actual amount of sale of house proceeds were collected in 2022.

Total all revenues for the 2023 budget are projected at \$1,971,941

Notable adjustments to Expenses 10% or more in the 2023 budget vs. 2022

- #80-4001 – Administrative Staff Wages – Budget \$234,235, increase \$9,899 vs. 2022 for 5% increase for 3 full-time staff. Note: This increase is set as an assumed projection from the Elmhurst Park District across all departments within the district and is based on the rate of inflation. All Sugar Creek employees follow the performance appraisal system of the District which is provided by immediate supervisors.
- #80-4240 – Operations Staff (Maintenance) – Budget \$99,096, increase \$16,296 vs. 2022 as a result of \$1/hr. minimum wage increase in accordance with state law.
- #80-4280-1813 – Driving Range Staff – Budget \$13,117, increase by \$5,000 vs. 2022 due to increase in customer volume and minimum wage increase.
- #80-5040 – IMRF – Budget \$17,018, decrease by \$8,900 vs. 2022. As determined by EPD finance department.
- #80-5102-6353 – Consulting Fees, Creek Restoration - Zero Budget, decrease by \$4,500 vs. 2022
- #80-5580-1815 – Banquet Equipment – Budget \$4,600, increase by \$2,100 vs. 2022 as a result of increase in linen rentals and costs for banquets.
- #80-7600-1813 Driving Range Supplies – Budget \$18,000, decrease by \$5,000 vs. 2022, it is still higher than the previous 3-4 year average but lower than 2022. Additional balls were purchased in 2022 based on high demand and more attrition/wear-and-tear of range balls. Likewise, costs have skyrocketed for all range supplies.
- #80-7620-1812 – Concessions Merchandise – Budget \$43,280, increase by \$6,000 vs. 2022 due to an increase in costs
- #8910-6353 – Creek Restoration – Budget \$672,516, increase by \$120,000 vs. 2022. This is the anticipated remainder of the restoration costs. \$552,516 was budgeted in the 2022 amended budget out of the total initial project cost of approximately \$1.2 million.

- #8910-6354 – SCGC Grounds Equipment – Budget \$56,759, decrease by \$172,886 vs. 2022. This is for a bank mower to be purchased from proceeds from house sale. The chart below shows an update on the equipment purchases funded by the sale of the house:

Model	Price/Purchase Yr.
Fairway Mower- Toro 3550D	\$54,083 - 2022
John Deere 4066R with 13ft	\$82,551 – 2022 (pending)
Tee Mower- John Deere	\$47,065 – 2022 (pending)
Utility Cart - John Deere	\$11,068 – 2022 (pending)
Sand Rake - Smithco	\$23,230 -2022 (pending)
Aerway Turf 75	\$14,005 – 2022 (pending)
Utility Dump Trailer	\$10,141 – 2022 (pending)
Trade-In Value 2022	<\$12,500> - 2022 (pending)
Bank mower - John Deere 7400A	\$56,759 – 2023 (pending)
Total	\$286,404
Real Estate Sale Proceeds	\$303,340
Remaining	\$16,935

- #8910-6355 – SCGC Clubhouse Improvements – Budget \$60,000, increase \$60,000 vs. 2022 for purchase of new HVAC system and roof repairs.
- #8910-6368 – Driving Range Improvements – Budget \$15,000, increase \$15,000 vs. 2022 for purchase of new range ball dispenser to replace existing outdated machine.
- #9910-Fund Transfer – EPD – Budget \$50,000 for loan repayment
- #9921 – Fund Transfer – Village V.P. – Budget \$50,000 for loan repayment

Total all expenses for the 2023 budget are projected at \$1,790,259

Net surplus of all revenues less expenses for the 2023 budget - \$181,682
(including all revenues and expenses for creek renovation project, capital and fixed obligations)

Sugar Creek Budget - 2023
FUND: 80

As of 9/26/2022 13:02

		Actual 2018	Budget 2018	Actual 2019	Budget 2019	Actual 2020	Budget 2020	Actual 2021	Budget 2021	Budget 2022	Amended Budget 2022	Budget 2023	Var. Budget '23 Amended Budget '22	Notes/Assumptions for 2023
Total Rounds - Jan - Dec.		25,500	30,000	26,500	29,500	25,330	27,000		27,000	26,500	24,000	25,500	1,500	Closed until 5/1 for creek renovation
# Playable Days - Mar-Oct.		149		144		144		179						
REVENUE														
3030	Grants	-	-	-	-	-	-	21,230	-	-	-	-	0	
3030-6353	Grants-SCGC Creek Restoration	-	-	-	-	-	-	-	-	-	-	-	0	
3040	Advertising/Sponsorships	-	-	-	-	-	-	-	-	-	-	-	0	
3200-1813	Driving Range Instruction - Classes	19,544	15,000	21,200	17,264	9,362	22,000	21,580	15,000	15,000	22,000	20,000	(2,000)	
3200-1816	Junior Golf Instruction - Camp	91,034	93,225	88,826	93,225	-	91,000	88,185	91,000	100,960	100,960	107,550	6,590	\$25 rate incr. per participant
3200-1818	Private Lessons	795	750	489	750	300	1,500	925	1,500	500	500	500	0	
3300-1801	Pull Cart Rental	5,943	8,100	5,352	8,550	33	6,700	3	-	-	-	-	0	
3300-1802	Riding Car Rental	104,481	114,000	107,727	114,000	136,793	114,000	161,430	148,500	150,000	158,200	193,545	35,345	\$1/Rider rate incr. \$11 ea., 69% riding
3300-1803	Golf Club Rental	1,200	1,500	1,833	1,500	132	1,500	12	420	480	480	480	0	
3341	Indoor Facility Rentals - Banquets	35,313	31,500	33,002	31,500	10,139	34,000	19,273	14,400	16,000	24,000	30,000	6,000	60 events x \$500 ea.
3341-1804	Employee Housing - Rental House	15,600	15,600	15,597	15,600	15,600	15,600	15,600	15,600	-	-	-	0	
3430	Daily Use Fees/Greens Fees	421,978	505,542	425,364	495,963	527,315	477,435	585,326	561,452	579,025	524,025	618,375	94,350	\$2 incr.,WE = Fri-Sun, Closed till 5/1
3430-1813	Driving Range Fees	100,320	120,000	107,618	115,000	105,000	110,000	129,564	125,098	135,000	151,000	162,850	11,850	\$1 - rate incr. x prev 2-yr. avg. volume
3431	Punch Card Fees/Passes - Res. Card	8,550	8,100	7,800	8,100	1,400	8,100	(600)	-	-	-	-	0	
3453	Season Passes - Sr. Disc. Card	7,365	8,300	6,485	8,500	450	7,417	(15)	-	-	-	-	0	
3454	Permanent Tee Times/Leagues	5,775	6,700	5,150	6,700	600	6,700	(250)	-	-	-	-	0	
3600-1807	Pro-Shop Sales	33,557	40,000	37,281	40,000	18,928	40,000	29,603	25,000	30,000	30,000	30,000	0	
3600-1808	Beer / Wine Sales	66,596	73,332	69,985	73,332	42,345	70,000	57,996	50,000	62,199	62,199	75,000	12,801	price increase
3600-1809	Food Sales	18,778	21,000	21,308	21,500	2,532	21,500	8,811	20,000	10,000	10,000	13,750	3,750	price increase
3600-1810	Soft Drink Sales	19,875	20,000	18,807	21,000	10,200	21,000	17,675	20,000	18,000	18,000	27,500	9,500	price increase
3600-1814	Liquor Sales	21,301	12,500	22,306	15,500	5,001	22,000	11,226	10,000	18,000	18,000	19,375	1,375	price increase
3900	Transfers In	-	-	-	-	-	-	-	-	-	368,344	672,516	304,172	Temporary advance from EPD
3930	Sale of Asset-Unrestricted	-	-	-	-	-	-	-	-	-	2,650	-	(2,650)	
3931	Sale of Asset-Restricted	-	-	-	-	-	-	-	-	200,000	303,340	-	(303,340)	
3960	Interest Income	2,289	-	838	-	16	-	44	-	-	-	500	500	
3970	Insurance Claim Reimbursements	-	-	-	-	-	-	-	-	-	13,001	-	(13,001)	
3990	Miscellaneous	215	-	223	-	109	-	167	-	-	-	-	0	
TOTAL REVENUE		980,510	1,095,149	997,191	1,087,984	886,255	1,070,452	1,167,785	1,097,970	1,335,164	1,806,699	1,971,941	165,242	

											Amended				
EXPENDITURES		Actual 2018	Budget 2018	Actual 2019	Budget 2019	Actual 2020	Budget 2020	Actual 2021	Budget 2021	Budget 2022	Budget 2022	Budget 2023		Notes/Assumptions for 2023	
SALARIES AND WAGES															
4001	Administrative - F-T	217,132	203,236	225,088	208,535	208,706	213,494	238,251	215,952	224,346	224,346	234,235	Operating Expenses	9,889	Avg. 5% incr. for full time staff
4240	Operations Staff	74,076	78,760	73,877	78,760	70,195	79,145	71,659	78,592	82,840	82,840	99,096		16,256	Incr. min. wage by \$1, \$13/hr.
016-4240	Operations Staff	-	-	-	-	-	-	-	-	-	-	5,166		5,166	Incr. min. wage by \$1, \$13/hr.
4280	Program Staff	49,460	63,120	49,403	63,119	33,801	63,796	52,368	47,461	52,412	52,412	53,053		641	Incr. min. wage by \$1, \$13/hr.
4280-1811	Administrative Staff	330	330	385	330	385	330	495	2,654	330	330	330		0	Incr. min. wage by \$1, \$13/hr.
4280-1813	Driving Range Staff	10,060	10,292	9,001	10,292	5,236	11,099	7,378	11,099	12,108	8,108	13,117		5,009	Incr. min. wage by \$1, \$13/hr.
4280-1816	Junior Golf Staff	14,355	12,000	15,105	12,000	-	12,000	10,599	15,000	15,000	18,000	15,000		(3,000)	Incr. min. wage by \$1, \$13/hr.
4280-1818	Private Lessons	-	1,125	-	1,125	-	1,125	-	1,125	375	375	375	0	Incr. min. wage by \$1, \$13/hr.	
SUBTOTAL SALARIES & WAGES		365,413	368,863	372,859	374,161	318,323	380,989	380,750	371,883	387,411	386,411	420,372		33,961	

		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Budget	Budget			
EXPENDITURES		2018	2018	2019	2019	2020	2020	2021	2021	2022	2022	2023		Notes/Assumptions for 2023	
CONTRACTUAL SERVICES															
5020	Health Care Expenses	12,717	11,907	9,262	12,270	9,072	12,404	11,710	12,000	12,042	12,042	Operating Expenses	21		
5040	IMRF	27,350	27,189	21,562	21,613	12,190	28,009	(62,237)	28,193	25,918	25,918		17,018	(8,900)	
5050	Business Insurance	15,000	15,000	14,746	15,250	15,250	15,250	14,391	15,500	12,921	12,921		15,298	2,377	
5060	FICA	27,423	28,218	27,818	28,623	23,693	29,146	28,877	29,812	29,729	29,729		32,158	2,429	
5101	Attorney's Fees	-	-	-	-	-	-	-	-	-	-		-	0	
5102	Consulting Fees	-	500	-	500	-	500	-	22,800	-	-		-	0	
5102-6353	Consulting Fees-Creek Restoration	-	-	-	-	-	-	-	-	-	4,500		-	(4,500)	
5141	Internet Connectivity	-	-	-	-	-	-	-	-	-	-		-	0	
5160	Audit Expense	4,500	4,500	4,600	4,500	4,600	4,800	5,000	5,000	5,500	5,500		6,000	500	
5180	Finance / Bank Charges	19,784	22,300	20,557	22,300	33,507	20,900	31,343	30,000	35,200	35,200		44,200	9,000	
5190	Bad Debt Expense	-	-	-	-	-	-	-	-	-	-		-	0	
5300	Dues	1,679	1,755	1,835	1,755	1,736	1,755	1,866	1,755	1,755	1,755		1,755	0	
5310	Books & Subscriptions	-	-	-	-	-	-	-	-	-	-		-	0	
5320	Occupational Health	1,629	1,814	804	1,814	241	1,814	963	1,814	2,060	2,060		1,144	(916)	
5340	Continuing Education	630	1,000	599	1,000	604	1,000	127	1,000	1,011	1,011		1,011	0	
5380	Travel Expenses	2,277	2,000	2,533	2,000	2,618	2,000	1,200	2,000	2,000	2,000		2,000	0	
5500	Ads & Notices	2,481	7,000	1,072	5,000	615	3,000	-	500	500	500		500	0	
5520	License & Permits	1,229	1,000	1,241	1,000	1,535	1,000	924	1,000	1,390	1,390		1,390	0	
5540	Postage & Shipping	-	500	-	500	-	-	-	-	-	-		-	0	
5560	Printing	142	-	-	-	-	-	-	-	-	-		-	0	
5580	Equipment Rentals	31,091	32,060	29,405	32,060	30,513	32,060	35,798	31,010	31,810	36,810		35,310	(1,500)	
5580-1815	Banquet Equipment	2,892	4,500	2,812	3,500	1,360	6,000	1,602	6,000	2,500	2,500		4,600	2,100	
5601	Telephone	174	1,980	354	1,980	323	1,980	236	336	215	215		216	1	
5602	Cell Phones	347	600	59	600	77	600	51	120	1,258	1,258		957	(301)	
5603	Cellular & Paging	-	-	-	-	-	-	-	-	-	-		-	0	
016-5650	Alarm Expenses	2,547	3,000	3,300	2,750	1,273	3,025	2,998	2,550	2,608	2,608	3,000	392		
016-5720	Electricity	16,986	22,500	20,415	22,000	15,454	22,000	14,041	22,354	15,600	15,600	15,000	(600)		
016-5740	Natural Gas	4,745	5,000	4,894	8,100	4,323	8,100	5,026	7,200	4,800	4,800	7,000	2,200		
016-5760	Water & Sewer	6,682	6,500	7,361	7,000	5,318	7,000	4,786	6,240	5,000	5,000	5,000	0		
5780	Cable Services	1,779	1,800	1,828	1,800	1,963	1,800	2,208	1,900	2,160	2,160	2,160	0		
5881	Computer & Hardware Services	-	700	-	700	-	-	-	-	5,000	5,000	-	(5,000)		
016-5882	Custodial Maintenance	-	-	-	-	-	-	-	-	-	-	5,500	5,500		
5883	Contract Services	11,203	11,270	11,737	11,270	12,606	11,270	17,818	13,140	12,580	12,580	12,080	(500)		
016-5883	Contract Services	-	-	-	-	-	-	-	-	-	-	6,260	6,260		
5900	Public Relations	-	-	-	-	-	-	-	-	-	-	-	0		
5960	Employee Relations	-	-	-	-	-	-	-	-	-	-	-	0		
SUBTOTAL CONTRACT SERVICES		195,287	214,593	188,794	209,885	178,871	215,413	118,728	242,224	213,557	223,057	231,620	8,563		

		Actual	BUDGET	Actual	BUDGET	Actual	BUDGET	Actual	BUDGET	Budget	Budget	Budget	Var. Budget '23		
EXPENDITURES		2018	2018	2019	2019	2020	2020	2021	2021	2022	2022	2023	Budget '22	Notes/Assumptions for 2023	
REPAIRS			\$		\$		\$		\$						
6020	Building Repairs	3,524	4,000	2,692	4,000	6,595	4,000	2,172	4,000	13,000	24,000	Operating Expenses	20,000	(4,000)	range bldg. and net repair
016-6020	Building Repairs	-	-	-	-	-	-	-	-	-	-		4,500	4,500	
6060	Plumbing Systems Repairs	6,485	4,205	2,925	4,205	2,901	4,205	1,573	4,205	4,600	4,600		2,600	(2,000)	
016-6060	Plumbing Systems Repairs	-	-	-	-	-	-	-	-	-	-		1,500	1,500	
6200	Vehicle Repairs	1,498	1,000	238	1,000	554	1,000	7,121	1,000	1,000	1,000		4,000	3,000	Golf Car, Bev, ball picker, Utility Car repair
016-6340	Equipment Repairs	-	-	-	-	710	-	-	-	-	-		1,500	1,500	
016-6500	Electrical Repairs	-	-	-	-	-	-	-	-	-	-	750	750		
SUBTOTAL REPAIRS		11,507	9,205	5,855	9,205	10,760	9,205	10,866	9,205	18,600	29,600	34,850	5,250		

		Actual 2018	BUDGET 2018	Actual 2019	BUDGET 2019	Actual 2020	BUDGET 2020	Actual 2021	BUDGET 2021	Budget 2022	Amended Budget 2022	Budget 2023	Var. Budget '23 Budget '22	Notes/Assumptions for 2023
SUPPLIES														
7001	Office Supplies	1,460	1,000	130	1,000	352	1,000	772	1,000	1,000	1,000	1,000	0	
7020	Equipment & Furniture	170	3,000	-	3,000	1,252	8,000	5,154	10,000	17,500	17,500	17,500	0	
016-7020	Equipment & Furniture	-	-	-	-	-	-	-	-	-	-	350	350	
7030	Computer Supplies	-	-	-	-	-	-	-	-	-	-	-	0	
7031	Computer Software	-	-	-	-	-	-	-	-	-	-	-	0	
7032	Computer Hardware	-	-	-	-	-	-	-	-	-	-	-	0	
016-7040	Custodial	232	1,000	639	1,000	615	1,000	733	1,000	1,000	1,000	1,300	300	
7070	Grounds	26,585	33,636	29,376	33,636	17,772	33,636	24,123	32,636	32,636	32,636	33,576	940	
016-7090	Buildings	5,982	5,950	4,045	5,950	2,618	5,950	20,809	5,950	5,950	5,950	3,500	(2,450)	
7100	Fuel	7,545	8,382	7,274	8,382	4,622	8,382	9,359	8,132	8,132	13,132	12,800	(332)	
7140	Vehicle Parts	20,186	18,595	16,025	18,595	12,069	18,595	28,340	18,595	18,595	18,595	17,595	(1,000)	
7520	Chemicals	22,722	22,858	23,034	22,858	19,362	22,858	19,551	22,358	22,359	22,359	22,241	(118)	
7600	Program Supplies	3,923	5,600	5,979	5,000	575	5,000	1,670	5,000	3,000	3,000	3,000	0	
7600-1813	Driving Range Supplies	8,733	14,000	8,750	12,000	9,776	12,000	5,961	12,000	16,000	23,000	18,000	(5,000)	
7620-1807	Pro Shop Merchandise	27,073	30,000	29,087	30,000	15,973	30,000	19,212	18,750	22,500	22,500	22,500	0	
7620-1812	Concessions Merchandise	49,409	54,000	49,999	50,233	19,299	47,500	33,672	40,000	43,280	37,280	43,280	6,000	
7680	Uniforms	769	2,000	1,477	2,000	-	2,000	1,993	2,000	2,000	2,000	2,000	0	
7700	First Aid	45	500	373	500	636	500	331	500	500	500	500	0	
SUBTOTAL SUPPLIES		174,834	200,521	176,188	194,154	104,921	196,421	171,680	177,921	194,452	200,452	199,142	(1,310)	

		Actual 2018	BUDGET 2018	Actual 2019	BUDGET 2019	Actual 2020	BUDGET 2020	Actual 2021	BUDGET 2021	Budget 2022	Amended Budget 2022	Budget 2023	Var. Budget '23 Budget '22	Notes/Assumptions for 2023
FIXED CHARGES AND OBLIGATIONS														
8910	Capital Purchases	-	45,000	-	115,000	-	40,000	-	70,000	244,000	-	-	0	
8910-6353	SCGC Creek Restoration	-	-	-	-	-	-	-	-	-	552,516	672,516	120,000	
8910-6354	SCGC Grounds Equipment	-	-	-	-	-	-	-	-	-	229,645	56,759	(172,886)	Funded by 2022 house sale proceeds
8910-6355	SCGC Club House Improvements	-	-	-	-	-	-	-	-	-	-	60,000	60,000	replace HVAC and roof repair
8910-6356	SCGC Club House Equipment	-	-	-	-	-	-	-	-	-	-	-	0	
8910-6357	SCGC Maint Shop Improvements	-	-	-	-	-	-	-	-	-	-	-	0	
8910-6358	SCGC Grounds Improvements	-	-	-	-	-	-	-	-	-	30,000	-	(30,000)	
8910-6368	SCGC Driving Range Improvements	-	-	-	-	-	-	-	-	-	-	15,000	15,000	new ball dispenser
8931	Depreciation - Land Improvements	58,103	-	66,028	-	66,028	-	66,028	-	-	-	-	0	
8932	Depreciation - Buildings	36,919	-	37,449	-	36,974	-	35,796	-	-	-	-	0	
8933	Depreciation - Machinery	20,926	-	19,516	-	18,038	-	16,143	-	-	-	-	0	
8940	Amortization Expense	-	-	-	-	-	-	-	-	-	-	-	0	
9910	Fund Transfers-EPD Debt	12,300	103,550	9,563	104,563	7,425	103,675	5,259	104,009	104,288	104,288	50,000	(54,288)	Repay EPD Loan
9921	Int Exp - Install Contract-VP Debt	39,211	125,675	43,363	122,650	18,513	124,625	7,044	121,463	121,463	121,463	50,000	(71,463)	Repay VP Loan
SUBTOTAL FIXED CIARGES		167,459	274,225	175,919	342,213	146,978	268,300	130,270	295,472	469,751	1,037,912	904,275	(133,637)	
TOTAL REVENUE														
Actual vs. Budget	(Actual % of	980,510	1,095,149	997,191	1,087,984	886,255	1,070,452	1,167,785	1,097,970	1,335,164	1,806,699	1,971,941	165,242	
		90%		92%		83%		106%						
TOTAL EXPENDITURES														
Actual vs. Budget	(Actual % of	914,500	1,067,407	919,615	1,129,618	759,853	1,070,328	812,294	1,096,705	1,283,771	1,877,432	1,790,259	(87,173)	
		86%		81%		71%		74%						
TOTAL BUDGET NET		66,009	27,742	77,576	(41,634)	126,402	124	355,491	1,265	51,393	(70,733)	181,682	252,415	

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Yolanda Clark

Submitting Department: Sugar Creek Golf Course Administrative Board

Item Type: Resolutions

Agenda Section: Resolutions

Subject:

Resolution of The Village of Villa Park, DuPage County, Illinois, Approving the Annual Budget of the Sugar Creek Golf Course for the Calendar Year 2022 As Amended

Suggested Action:

The Sugar Creek Golf Course Administrative Board recommends that the Amended Annual Budget for Calendar Year 2022 for the Sugar Creek Golf Course be approved.

Attachments:

[MEMO_-_2022_SCGC_Amended_Budget.docx](#)

[RESO_-_2022 Amended Budget.docx](#)

[2022 Amended Budget and Summary.docx](#)

[SYNOP_-_2022 Amended Budget.docx](#)

[Sugar Creek Administrative Board Minutes Sept 27 2022 and Amended Budget.pdf](#)



MEMORANDUM

TO: Matt Harline, Village Manager
FROM: Greg Gola, Director of Parks, Recreation and Fleet Services
DATE: November 15, 2022
RE: Consider a Resolution to Approve the 2022 Sugar Creek Golf Course Budget as Amended

STATEMENT OF PROBLEM

According to the Intergovernmental Agreement between the Village of Villa Park and the Elmhurst Park District, proposed golf course budgets must be approved by both entities prior to implementation. The 2022 Golf Course budget was approved by both Parent Bodies in 2021. On Tuesday, Sept 27, 2022, Elmhurst Parks and Recreation Director, Jim Rogers presented to the Sugar Creek Advisory Board, a recommendation for amending the 2022 Golf Course budget, since the 2022 budget is 20% over appropriations because of the creek renovation. The amended budget includes total overall revenues and total overall expenses, which are higher than anticipated. Acquiring the EPA grant enabled the golf course to progress and start the project in 2022.

INVESTIGATION

The adjustments to the 2022 year-end budget projections are a result of revenues and expenses relating to the creek renovation project. The renovation project became available and was board approved in January of 2022, after the initial budget had been approved in 2021, therefore requiring an amended budget for year-end projections. The breakdowns of the Notable Adjustments to Revenues from Operations (as well as those revenues not associated with Operations) in the 2022 budget, are projected to increase by \$471,535. The Notable Adjustments to Expenses from Operations in the 2022 budget, and Other Notable Adjustments to Expenses for Fixed Charges and Obligations projected to increase by \$605,578.

Attached are following:

- Sugar Creek Administrative Board Minutes
- 2022 Amended Sugar Creek Budget Summary
- Sugar Creek Amended Budget 2022

RECOMMENDATION

The Sugar Creek Golf Course Administrative Board has unanimously approved the motion to accept the Proposed 2022 Amended Sugar Creek Budget, to be sent to the parent bodies for approval. The Elmhurst Park District Board unanimously approved the recommendation to accept the amended budget as presented, at their October 2022 meeting.

RESOLUTION NO. _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS,
APPROVING THE ANNUAL BUDGET OF
THE SUGAR CREEK GOLF COURSE FOR THE CALENDAR YEAR 2022
AS AMENDED.**

WHEREAS, the Sugar Creek Golf Course Administrative Board had approved the proposed Sugar Creek Golf Course Budget for Calendar Year 2022; and,

WHEREAS, the President and Board of Trustees have the authority pursuant to the intergovernmental agreement between the Village and the Elmhurst Park District to approve the budget of the Sugar Creek Golf Course.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section One: That the *Amended Annual Budget for Calendar Year 2022*, attached hereto and made a part hereof by reference as Exhibit A, for the Sugar Creek Golf Course be and is hereby approved.

Section Two: This resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this _ day of _____, 2022, pursuant to a roll call vote as follows:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAINING: _____

PASSED and APPROVED this _____ day of _____, 2022.

VILLAGE OF VILLA PARK

ATTEST:

President, Village of Villa Park

Clerk, Village of Villa Park

2022 Amended Sugar Creek Budget Summary – 9/27/22

Summary

The following adjustments to the 2022 year-end budget projections are a result of revenues and expenses relating to the creek renovation project. The renovation project became available and was board-approved in January 2022, after the initial budget had been approved in September 2021 – therefore requiring an amended budget for year-end projections.

Also, the initial amount of revenue budgeted for the house sale (Sale of Asset - #3931) was not known and was conservatively estimated well below the final actual sale amount.

Notable adjustments to revenues from operations in the 2022 budget

- #3200-1813 Driving Range Instruction - Classes – Initial budget \$15,000, increase \$7,000 for total \$22,000 based on actual revenue collected for classes
- #3300-1802 Riding Car Rental – Initial budget \$150,000, increase by \$8,200 for a total of \$158,200 as a result of increase in percentage of riders (including losing 2,500 rounds in October for course closure).
- #3341 – Indoor Facility Rentals – Banquets – Initial budget \$16,000, increase by \$8,000 for a total of \$24,000 based on actual usage and projections for year-end.
- #3430-000 Daily Use Fees (Greens Fees) – Initial budget \$579,025, decrease by <\$55,000> for a total amount of \$524,024 as a result of closing the golf course on October 3rd to begin construction and creek renovation. Projection to decrease rounds by 2,500 at an average of \$22 per round.
- #3430-1813 Driving Range Fees – Initial budget \$135,000, Increase by \$16,000 for a total year-end projection of \$151,000. Based on actual year-to-date usage and same percentage growth projected through year-end.

Total operating revenues for the 2022 budget are projected to decrease by \$15,800 as a result of the creek renovation project

Other Notable adjustments to revenues not associated with Operations

- #3900 – Transfers In – A new account added specifically for revenue received from Elmhurst Park District and Village of Villa Park for their portions of the creek renovation project costs. The total amount of revenue transferred in is \$368,344 (\$184,000 each). Note: The initial total projection for the creek renovation is estimated at around \$1.225 million. This will be funded at just over 50% from grants (\$672,515) and the other 50% (\$552,485) to be divided three ways between Sugar Creek Golf Course, The Village of Villa Park and the Elmhurst Park district (about \$184,000 each).
- #3970 – Insurance Claim Reimbursements – No initial revenue budgeted, add \$13,000 for reimbursement from PDRMA for claims made on net repair and garage roof repair.
- #3990 – Miscellaneous - House sale proceeds were initially budgeted for \$200,000. The actual sale of the house totaled \$303,340. An increase of \$103,340. The revenue from miscellaneous was moved into a newly created account #3931 – Sale of Asset - showing the total amount of the house sale \$303,340

Total overall revenues for the 2022 budget as a result of the creek renovation project (Transfers In) and house sale proceeds - projected to increase by \$471,535.

Notable adjustments to Expenses from operations in the 2022 budget

- Wages – Decrease by \$1,000 (Driving Range Staff <\$4,000>, Jr. Golf Staff +\$3,000)
- #5102-6353 – Consulting Fees – Nothing budgeted initially, add \$4,500 for creek renovation consulting fees
- #5580- Equipment Rentals – initial budget \$31,810, increase \$5,000 totaling \$36,810 for trailer and stump rental not initially budgeted
- #6020 – Building Repairs – Initial budget \$13,000, increase \$11,000 totaling \$24,000 - \$14,000 for net and roof repairs. (Reimbursement of \$13,000 from PDRMA is accounted for in account #3970 - Insurance Claim.)
- #7100 – Fuel – Initial budget 8,132, increase \$5,000 for total year-end projection of \$13,132 for higher than anticipated rise in fuel costs
- #7600-1813 Driving Range Supplies – Initial budget \$16,000, increase \$7,000 for a total amount of \$23,000 for increase in cost of range supplies – golf balls, mats etc...

Total expenses for the 2022 operating budget are projected to increase \$25,500.

Other Notable adjustments to expenses for Fixed Charges and Obligations

- #8910 – Capital Purchases – New General Ledger accounts have been added for more clarification regarding each specific Capital purchase. The initial amount budgeted \$244,000 in this account was eliminated and separated into new GL accounts as follows:
 - o #8910-6354 – Grounds Equipment – Add \$230,000 (actual \$229,645) for new maintenance equipment.
- #8910-6353 – Creek Restoration - A new GL account for specifically tracking expenses related to the renovation project. Add \$552,516. This amount represents all three portions of the renovation project divided three ways between Sugar Creek Golf Course, The Village of Villa Park and the Elmhurst Park district (about \$184,000 each). This amount is equal to 50% of funding for the project with the other 50% funded through Grants.
- #8910-6358 – Grounds Improvements – Add \$30,000 for above ground fuel tank.

Total overall expenses for the 2022 budget as a result of the creek renovation project, higher than anticipated supply costs and repairs for roof and net damage (reimbursed in revenues) - projected to increase by \$605,578.
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Sugar Creek Budget - Amended 2022
FUND: 80

	Actual 2018	Budget 2018	Actual 2019	Budget 2019	Actual 2020	Budget 2020	Actual 2021	Budget 2021	Budget 2022	Projected variance vs. 2022 Budget		Amended Budget 2022
Total Rounds - Jan - Dec.	25,500	30,000	26,500	29,500	25,330	27,000		27,000	26,500	(2,500)		24,000
# Playable Days - Mar-Oct.	148.5		144		143.5						Notes for 2022 Year-End	
REVENUE												
3031.0000 Grants	0	0	0	0	0	0	21,230	0	0			0
3040.0000 Advertising/Sponsorships	0	0	0	0	0	0	0	0	0			0
3200.1813 Driving Range Instruction - Classes	19,544	15,000	21,200	17,264	9,362	22,000	21,580	15,000	15,000	7,000	Actual	22,000
3200.1816 Junior Golf Instruction - Camp	91,034	93,225	88,826	93,225	0	91,000	88,185	91,000	100,960		Complete for year	100,960
3200.1818 Private Lessons	795	750	489	750	300	1,500	925	1,500	500			500
3300.1801 Pull Cart Rental	5,943	8,100	5,352	8,550	33	6,700	3	0	0			0
3300.1802 Riding Car Rental	104,481	114,000	107,727	114,000	136,793	114,000	161,430	148,500	150,000	8,200	70% riders x 22,600 rds.	158,200
3300.1803 Golf Club Rental	1,200	1,500	1,833	1,500	132	1,500	12	420	480			480
3341.0000 Indoor Facility Rentals - Banquets	35,313	31,500	33,002	31,500	14,039	34,000	19,273	14,400	16,000	8,000	current actual + Y-E proj.	24,000
3341.1804 Employee Housing - Rental House	15,600	15,600	15,597	15,600	11,700	15,600	15,600	15,600	0			0
3430.0000 Daily Use Fees/Greens Fees	421,978	505,542	425,364	495,963	527,315	477,435	585,326	561,452	579,025	(55,000)	<2,500> rounds (avg.\$22/rd.)	524,025
3430.1813 Driving Range Fees	100,320	120,000	107,618	115,000	105,000	110,000	129,564	125,098	135,000	16,000	current actual + same % growth thru YE	151,000
3431.0000 Punch Card Fees/Passes - Res. Card	8,550	8,100	7,800	8,100	1,400	8,100	(600)	0	0			0
3453.0000 Season Passes - Sr. Disc. Card	7,365	8,300	6,485	8,500	450	7,417	(15)	0	0			0
3454.0000 Permanent Tee Times/Leagues	5,775	6,700	5,150	6,700	600	6,700	(250)	0	0			0
3600.1807 Pro-Shop Sales	33,557	40,000	37,281	40,000	18,928	40,000	29,603	25,000	30,000			30,000
3600.1808 Beer / Wine Sales	66,596	73,332	69,985	73,332	42,345	70,000	57,996	50,000	62,199			62,199
3600.1809 Food Sales	18,778	21,000	21,308	21,500	2,532	21,500	8,811	20,000	10,000			10,000
3600.1810 Soft Drink Sales	19,875	20,000	18,807	21,000	10,200	21,000	17,675	20,000	18,000			18,000
3600.1814 Liquor Sales	21,301	12,500	22,306	15,500	5,001	22,000	11,226	10,000	18,000			18,000
3900.0000 Transfers In	0	0	0	0	0	0	0	0	0	368,344	Portion from EPD & VP	368,344
3930.0000 Sale of Asset-Unrestricted	0	0	0	0	0	0	0	0	0	2,650	equip. sale	2,650
3931.0000 Sale of Asset-Restricted	0	0	0	0	0	0	0	0	0	303,340	Actual house sale proceeds	303,340
3960.0000 Interest Income	2,289	0	838	0	16	0	44	0	0			0
3970.0000 Insurance Claim Reimbursements	0	0	0	0	0	0	0	0	0	13,001	PDRMA reimburse	13,001
3990.0000 Miscellaneous	215	0	223	0	109	0	167	0	200,000	(200,000)	Moved to Specific Revenue GLs	0
TOTAL REVENUE	980,510	1,095,149	997,191	1,087,984	886,255	1,070,452	1,167,785	1,097,970	1,335,164	471,535		1,806,699

	Actual 2018	Budget 2018	Actual 2019	Budget 2019	Actual 2020	Budget 2020	Actual 2021	Budget 2021	Budget 2022	Projected variance vs. 2022 Budget	Notes for 2022 Projections	Amended Budget 2022
EXPENDITURES												
SALARIES AND WAGES												
4001.0000 Administrative - F-T	217,132	203,236	225,088	208,535	208,706	213,494	238,251	215,952	224,346			224,346
4240.0000 Operations Staff	74,076	78,760	73,877	78,760	70,195	79,145	71,659	78,592	82,840			82,840
4280.0000 Program Staff	49,460	63,120	49,403	63,119	33,801	63,796	52,368	47,461	52,412			52,412
4280.1811 Administrative Staff	330	330	385	330	385	330	495	2,654	330			330
4280.1813 Driving Range Staff	10,060	10,292	9,001	10,292	5,236	11,099	7,378	11,099	12,108	(4,000)	Actual + YE proj.	8,108
4280.1816 Junior Golf Staff	14,355	12,000	15,105	12,000	0	12,000	10,599	15,000	15,000	3,000	Current Actual	18,000
4280.1818 Private Lessons	0	1,125	0	1,125	0	1,125	0	1,125	375			375
SUBTOTAL SALARIES & WAGES	365,413	368,863	372,859	374,161	318,323	380,989	380,750	371,883	387,411	(1,000)		386,411

EXPENDITURES		Actual 2018	Budget 2018	Actual 2019	Budget 2019	Actual 2020	Budget 2020	Actual 2021	Budget 2021	Budget 2022	Projected variance vs. 2022 Budget	Notes/Assumptions for 2022 Projections	Budget 2022
CONTRACTUAL SERVICES													
5020.0000	Health Care Expenses	12,717	11,907	9,262	12,270	9,072	12,404	11,710	12,000	12,042			12,042
5040.0000	IMRF	27,350	27,189	21,562	21,613	12,190	28,009	(62,237)	28,193	25,918			25,918
5050.0000	Business Insurance	15,000	15,000	14,746	15,250	15,250	15,250	14,391	15,500	12,921			12,921
5060.0000	FICA	27,423	28,218	27,818	28,623	23,693	29,146	28,877	29,812	29,729			29,729
5101.0000	Attorney's Fees	0	0	0	0	0	0	0	0	0			0
5102.0000	Consulting Fees	0	500	0	500	0	500	0	22,800	0			0
5102.6353	Consulting Fees	0	0	0	0	0	0	0	0	0	4,500	Creek renovation	4,500
5141.0000	Internet Connectivity	0	0	0	0	0	0	0	0	0			0
5160.0000	Audit Expense	4,500	4,500	4,600	4,500	4,600	4,800	5,000	5,000	5,500			5,500
5180.0000	Finance / Bank Charges	19,784	22,300	20,557	22,300	33,507	20,900	31,343	30,000	35,200			35,200
5190.0000	Bad Debt Expense	0	0	0	0	0	0	0	0	0			0
5300.0000	Dues	1,679	1,755	1,835	1,755	1,736	1,755	1,866	1,755	1,755			1,755
5310.0000	Books & Subscriptions	0	0	0	0	0	0	0	0	0			0
5320.0000	Occupational Health	1,629	1,814	804	1,814	241	1,814	963	1,814	2,060			2,060
5340.9080	Continuing Education	630	1,000	599	1,000	604	1,000	127	1,000	1,011			1,011
5380.0000	Travel Expenses	2,277	2,000	2,533	2,000	2,618	2,000	1,200	2,000	2,000			2,000
5500.0000	Ads & Notices	2,481	7,000	1,072	5,000	615	3,000	0	500	500			500
5520.0000	License & Permits	1,229	1,000	1,241	1,000	1,535	1,000	924	1,000	1,390			1,390
5540.0000	Postage & Shipping	0	500	0	500	0	0	0	0	0			0
5560.0000	Printing	142	0	0	0	0	0	0	0	0			0
5580.0000	Equipment Rentals	31,091	32,060	29,405	32,060	30,513	32,060	35,798	31,010	31,810	5,000	Trailer rental, cart repair	36,810
5580.1815	Banquet Equipment	2,892	4,500	2,812	3,500	1,360	6,000	1,602	6,000	2,500			2,500
5601.0000	Telephone	174	1,980	354	1,980	323	1,980	236	336	215			215
5602.0000	Cell Phones	347	600	59	600	77	600	51	120	1,258			1,258
5603.0000	Cellular & Paging	0	0	0	0	0	0	0	0	0			0
5650.0000	Alarm Expenses	2,547	3,000	3,300	2,750	1,273	3,025	2,998	2,550	2,608			2,608
5720.0000	Electricity	16,986	22,500	20,415	22,000	15,454	22,000	14,041	22,354	15,600			15,600
5740.0000	Natural Gas	4,745	5,000	4,894	8,100	4,323	8,100	5,026	7,200	4,800			4,800
5760.0000	Water & Sewer	6,682	6,500	7,361	7,000	5,318	7,000	4,786	6,240	5,000			5,000
5780.0000	Cable Services	1,779	1,800	1,828	1,800	1,963	1,800	2,208	1,900	2,160			2,160
5881.0000	Computer & Hardware Services	0	700	0	700	0	0	0	0	5,000			5,000
5883.0000	Contract Services	11,203	11,270	11,737	11,270	12,606	11,270	17,818	13,140	12,580			12,580
5900.0000	Public Relations	0	0	0	0	0	0	0	0	0			0
5960.0000	Employee Relations	0	0	0	0	0	0	0	0	0			0
SUBTOTAL CONTRACT SERVICES		195,287	214,593	188,794	209,885	178,871	215,413	118,728	242,224	213,557	9,500		223,057
EXPENDITURES		Actual 2018	BUDGET 2018	Actual 2019	BUDGET 2019	Actual 2020	BUDGET 2020	Actual 2021	BUDGET 2021	Budget 2022	Projected variance vs. 2022 Budget	Notes/Assumptions for 2022 Projections	Amended Budget 2022
REPAIRS			\$		\$		\$		\$				
6020.0000	Building Repairs	3,524	4,000	2,692	4,000	6,595	4,000	2,172	4,000	13,000	11,000	\$8,500 + \$6,400 net and roof repair, reimburse minus \$1,000 deductible	24,000
6060.0000	Plumbing Systems Repairs	6,485	4,205	2,925	4,205	2,901	4,205	1,573	4,205	4,600			4,600
6200.0000	Vehicle Repairs	1,498	1,000	238	1,000	554	1,000	7,121	1,000	1,000			1,000
6340.0000	Equipment Repairs	0	0	0	0	710	0	0	0	0			
SUBTOTAL REPAIRS													29,600

		Actual 2018	BUDGET 2018	Actual 2019	BUDGET 2019	Actual 2020	BUDGET 2020	Actual 2021	BUDGET 2021	Budget 2022	Projected variance vs. 2022 Budget	Notes/Assumptions for 2022 Projections	Amended Budget 2022
	SUPPLIES												
7001.0000	Office Supplies		1,000		1,000		1,000		1,000				1,000
7020.0000	Equipment & Furniture		3,000		3,000		8,000		10,000				17,500
7030.0000	Computer Supplies		0		0		0		0				0
7031.0000	Computer Software		0		0		0		0				0
7032.0000	Computer Hardware		0		0		0		0				0
7040.0000	Custodial		1,000		1,000		1,000		1,000				1,000
7070.0000	Grounds		33,636		33,636		33,636		32,636				32,636
7090.0000	Buildings		5,950		5,950		5,950		5,950				5,950
7100.0000	Fuel		8,382		8,382		8,382		8,132		5,000	Fuel costs much higher than anticipated	13,132
7140.0000	Vehicle Parts		18,595		18,595		18,595		18,595				18,595
7520.0000	Chemicals		22,858		22,858		22,858		22,358				22,359
7600.0000	Program Supplies		5,600		5,000		5,000		5,000				3,000
7600.1813	Driving Range Supplies		14,000		12,000		12,000		12,000		7,000	Higher cost balls, mats	23,000
7620.1807	Pro Shop Merchandise		30,000		30,000		30,000		18,750				22,500
7620.1812	Concessions Merchandise		54,000		50,233		47,500		40,000		(6,000)	Projection Y-E	37,280
7680.0000	Uniforms		2,000		2,000		2,000		2,000				2,000
7700.0000	First Aid	45	500	373	500	636	500	331	500	500			500
SUBTOTAL SUPPLIES		174,834	200,521	176,188	194,154	104,921	196,421	171,680	177,921	194,452	6,000		200,452

		Actual 2018	BUDGET 2018	Actual 2019	BUDGET 2019	Actual 2020	BUDGET 2020	Actual 2021	BUDGET 2021	Budget 2022	Projected variance vs. 2022 Budget	Notes/Assumptions for 2022 Projections	Amended Budget 2022
	FIXED CHARGES AND OBLIGATIONS												
8910.0000	Capital Purchases		45,000		115,000		40,000		70,000		(244,000)		0
8910.6353	SCGC Creek Restoration		0		0		0		0		552,516	\$184 x 3 (SC, VP & EPD equal portions)	552,516
8910.6354	SCGC Grounds Equipment		0		0		0		0		229,645	2022 Purchases including fairway mower payoff	229,645
8910.6355	SCGC Club House Improvements		0		0		0		0				0
8910.6356	SCGC Club House Equipment		0		0		0		0				0
8910.6357	SCGC Maint Shop Improvements		0		0		0		0				0
8910.6358	SCGC Grounds Improvements		0		0		0		0		30,000	Above ground fuel tank	30,000
8931.0000	Depreciation - Land Improvements		0		0		0		0				0
8932.0000	Depreciation - Buildings		0		0		0		0				0
8933.0000	Depreciation - Machinery		0		0		0		0				0
8940.0000	Amortization Expense		0		0		0		0				0
9910.0000	Fund Transfers-EPD Debt		103,550		104,563		103,675		104,009				104,288
9921.0000	Int Exp - Install Contract-VP Debt	39,211	125,675	43,363	122,650	18,513	124,625	7,044	121,463	121,463			121,463
SUBTOTAL FIXED CIARGES		167,459	274,225	175,919	342,213	146,978	268,300	130,270	295,472	469,751	568,161		1,037,912
TOTAL EXPENDITURES		914,500	1,067,407	919,615	1,129,618	759,853	1,070,328	812,294	1,096,705	1,283,771	593,661		1,877,432
Actual vs. Budget		85.7%		81.4%									0
TOTAL REVENUE		980,510	1,095,149	997,191	1,087,984	886,255	1,070,452	1,167,785	1,097,970	1,335,164	471,535		1,806,699
Actual vs. Budget		89.5%		91.7%		83%		106%					0
NET		66,009	27,742	77,576	(41,634)	126,402	124	355,491	1,265	51,393	(122,126)		(70,733)

SCGC Cash & Investment Spenddown

SCGC Cash & Investment Spenddown	\$184,172
\$76K remaining asset sale proceeds	\$113,439

Consider a Resolution Approving the 2022 Amended Sugar Creek Golf Course Annual Budget

At the Sept 27, 2022 Sugar Creek Administrative Board meeting, Elmhurst Parks and Recreation Director, Jim Rogers presented the recommendation for amending the 2022 Golf Course budget, since the 2022 budget is 20% over appropriations. The amended budget included 4 areas which had been considered and came to fruition. They include the sale of the house, which was \$100,000 more than expected, the approval of the EPA grant for the Pond Restoration Project, the Pond Renovation Project progressing in 2022 and the subsequent closing of the golf course in the fall, resulting in lost revenues.

The Sugar Creek Golf Course Administrative Board has unanimously approved the motion to accept the Proposed 2022 Amended Sugar Creek Budget, to be sent to the parent bodies for approval. The Elmhurst Park District Board unanimously approved the recommendation to accept the budget as presented, at their October meeting. The motion passed unanimously.

SUGAR CREEK ADMINISTRATIVE BOARD MINUTES

SEPTEMBER 27, 2022

Mr. Gola called the meeting at 6:00 P.M.

PRESENT: Joe Colmone, Greg Gola, Kent Johnson, Meghan Scarsella and Gary Schiefer

ALSO PRESENT: Dave Anderson, Manager, Kevin Goss, Superintendent, Jim Rogers,
Executive Director of Elmhurst Park, District and Jean Paprocki, the Recording
Secretary

ABSENT: Brian McDermott and Kevin Kost

ADDITIONS AND/OR CORRECTIONS FOR AGENDA:

None

APPROVAL OF MINUTES FOR AUGUST 23 2022

A motion to approve the minutes for August 23, 2022 was made by **Gary Schiefer** and
seconded by **Kent Johnson**. All were in favor and the motion was passed.

PUBLIC PARTICIPATION:

None

OLD BUSINESS

RESTORATION PLAN UPDATE:

Final preconstruction zoom meeting tomorrow will fill in all additional details. The most
important information is that the soil samples were high in a few areas so we will not be able to
remove this material in the cheapest manner. Other options are being considered.

NEW BUSINESS

MONTHLY MANAGER'S REPORT:

Rounds and revenue continue to be up with rounds slightly up year-to-date versus last year by
724 rounds. Year-to-date combined revenue from greens fees and carts is up \$36,990
compared to last year and we are closer than we've ever been at this date at 90.1% for budget.
Looking at the average revenue per playable day, we are making \$730 more per day than last
year and \$973 more per day compared to the 5-year average. Range revenues have reached
another all-time record high currently at \$137,070 which is an increase of \$24,600 over the
same time period last year and already exceeds the year-end budget of \$135,000.

Dave made a comparison using the data from the past three years to the previous three-year
average prior to the pandemic. Looking at playable days, the overall number of annual playable
days is almost the same with this year recording 142 ½ playable days which is only 1 more than
the 5-year average. Looking at greens fee and cart revenues, year-to-date revenues through
September 23 are \$657,148 versus the three-year average 2017-2019 prior to Covid at
\$491,394 showing a difference of \$165,754. Driving range revenue showed 2022 year-to-date

through September 23 at \$137,070 versus three-year average – 2017-2019 prior to Covid \$95,933 showing a difference of \$41,197.

September has been busy with many outings being transferred to this month with the course closing. A total of 17 combined outing and banquets will be held this month. Both high schools golf teams have finished their season with their payments due in October.

SUPERINTENDENT'S REPORT:

Although September began with the same dry condition as August, rainfall has been about normal and temperatures have been mostly warmer than usual for September since the 11th. Presently we are in a cool period, but temperatures are expected to rise into the 70's next week. Projects this month included the usual course maintenance with the major project being the rerouting of the well discharge pipe. This pipe needed to be re-routed 60 feet down the shoreline and not being eligible to be included in the EPA grant had to be done inhouse. The maintenance staff will not be doing the usual course projects but will assist the Superintendent with project-related tasks such as the numerous irrigation modifications, tree work and site supervision. With the approval of the equipment purchases by the Parent Bodies, the equipment purchases are in progress with the delivery of the utility trailer and pick-up of two trade-in pieces. The remaining pieces of equipment will be delivered and exchanged over the next two months as they become available. The replacement of these pieces of equipment lowers the average age of our equipment from 20.2 to 13.6 in 2023.

APPROVAL OF BUDGET COMPARISON REPORT

The Board considered the Budget Comparison Report through Period 8. **Dave** reviewed both revenues and expenditures. Significant changes in revenues include the money from the sale of the house at \$303,340 and \$13,000 reimbursement from PDRMA. Changes in expenses include increases in consulting fees and increases in finance charges. Building repairs were also incurred which include the repair of the driving range net and repairs to the garage roof. The motion to accept the August Income Statement was made by **Joe Colmone** and seconded by **Meghan Scarsella**. All were in favor and the motion was passed.

2022 AMENDED BUDGET RECOMMENDATION

Jim Rogers introduced the 2022 amended budget by explaining to the Board why it was necessary to present an amended budget. According to Illinois State Law, it is necessary for a budget to be amended if it is 20% over appropriations. In addition, it gives the community full transparency as we present a clear and concise picture of our plans for the golf course. This amended budget was introduced with the 2023 proposed budget as the project we are beginning will not be finished until next year. The amended budget included 4 big issues which had been considered but now came to fruition. They include the sale of the house which was \$100,000 more than expected, the approval of the EPA grant which enabled us to progress with the project, the Creek Renovation Project, and the necessary closing of the golf course. Jim then detailed the notable adjustments to the different areas: total operating revenues decreasing \$15,000, total overall revenues as a result of the creek renovation project and house sale increasing by \$471,535, total expenses for the operation budget increasing \$25,500 and total overall expenses for the budget as a result of the creek renovation project, higher than

anticipated supply cost and repairs for roof and net damage (reimbursed by revenues) increasing \$605,578. A motion to accept the 2022 Proposed Amended Sugar Creek Budget was made by **Meghan Scarsella** and seconded by **Gary Schiefer**. All were in favor, and the motion was passed. The recommendation will be sent to the Parent Bodies for final approval.

2023 PROPOSED BUDGET RECOMMENDATION

Dave introduced the 2023 budget with the good news that both of our debt payments totaling \$225,000 will be paid off this year. Several increases this year included greens fees and cart rentals citing that our golf course charges less than comparable courses and increases in the pro shop and in food and beverages. Looking at expenses, there was a significant change in part-time wages with the minimum wage increase. There was a discussion about the reimbursement of the loans given to the golf course from Villa Park and the Elmhurst Park District which will be determined at a later date. A motion to accept the 2023 Proposed Sugar Creek Budget was made by **Joe Colmone** and seconded by **Meghan Scarsella**. All were in favor and the motion passed. The recommendation will go to the Parent Bodies for final approval.

NEXT MEETING

The next meeting will be scheduled for Tuesday, October 25, 2022 at 6:00 p.m.

ADJOURNMENT

A motion to adjourn was made by **Gary Schiefer** and seconded by **Kent Johnson** and all were in favor. The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Resolutions

Agenda Section: Resolutions

Subject:

Resolution of the Village of Villa Park, DuPage County, Illinois, Authorizing the Village Manager to enter into a Lease Purchase Agreement with BMO Harris Investment Company, LLC behalf the Village to purchase three vehicles.

Suggested Action:

The proposed resolution would allow the Village Manager to enter into a lease agreement with BMO Harris for the following necessary pieces of equipment: a vactor truck, tandem dump truck with plow attachments, and a re-chassis ambulance medic. The short-term loan will allow us to purchase the high dollar items and distribute costs over five years at an interest rate of 4.933 percent. Staff recommends approval of this resolution.

Attachments:

[BOT_Memo_Vehicle Lease-Purch RESO_MHarline 21 Nov 2022_mtg.pdf](#)

[RESO - Lease Purchase Agreement with BMO Harris.docx](#)

[Village of Villa Park IL - Proposal Letter - 11.21.22.pdf](#)

Memo



To: Village Board of Trustees and City Clerk

From: Matt Harline, Village Manager

Date: November 18, 2022

Re: Lease purchase agreement on vehicles for the Village of Villa Park

Summary: This resolution would allow the village manager to enter into a lease purchase agreement with BMO Harris for the following necessary pieces of equipment:

- A Vactor Truck - \$459,000 from Standard Equipment
- Tandem Dump Truck with Plow Attachments \$310,000 through Sourcewell
- Re-chassis Ambulance Medic 80 \$290,000 at Foster Coach

This short-term loan will allow us to purchase three large dollar items and distribute the costs over five years at an interest rate of 4.933%. Staff recommends Option 1 which has the higher interest rate but lower overall cost. Staff is looking at additional shorter-term, lower cost options.

Background: At the meeting of the board of trustees on October 24, 2022, the board authorized the village manager to issue purchase orders for certain vehicles where unanticipated cost increases, or extended supply chain issues necessitated additional purchasing authority. This resolution specifically allows the purchase of three vehicles under a lease purchase agreement with BMO Harris Investment Company, LLC, and therefore requires separate authorization.

Finance director Chuck Howard spoke with several financial institutions, and short-term lease purchase agreement is the best way for the village to acquire all three vehicles in a timely manner and spread the cost over more than one year. BMO Harris offered two options for the agreement. Option 1 is a 60-month repayment schedule at 4.9375% and Option 2 is 63-month repayment schedule at 4.933%. We are continuing to negotiate as I write this memo. We have \$300,000 budgeted in the Stormwater Fund (account 83.502.02.401) for refurbishing of the Vactor Truck for CY2022 so if possible we would like to buy down the amount of the loan.

The Vactor Truck will replace Vehicle #1, a 2007 Sterling Vactor 2110, instead of refurbishing because there simply is not enough value in the existing chassis or the tank assembly. The tank is rusted to the point where pinhole leaks have developed, and this is set on a 16-year old frame. A truck is on hold for us at Standard Equipment of Villa Park at a cost of \$459,000. The Tandem Axle Dump Truck will be purchased from a cooperative purchasing agreement. An exact make and model has not yet been chosen but the decision will be based on cost and value and not exceed \$310,000 including the plow attachments. This purchase will replace Truck #48 which is a 2001 Sterling model and the dump bed is rusting off. Finally, Foster Coach has bid for the ambulance refurbishing job and since we put our promise in (with the support of the Board of

Trustees) we will have a new Ford F550-4X4- gasoline chassis put beneath the existing paramedic unit of Medic 82 from Station 82. This will keep us on our replacement schedule and save money.

All three vehicles have been vetted by Fleet maintenance and are at the top of the replacement list. The dump truck and the vactor truck that are being replaced will be sold at auction or scrapped.

Recommendation Action

Approve the resolution authorizing the lease-purchase agreement.

RESOLUTION NO. _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS,
APPROVING A LEASE PURCHASE AGREEMENT WITH BMO HARRIS
INVESTMENT COMPANY, LLC ON BEHALF THE VILLAGE TO PURCHASE THREE
VEHICLES.**

WHEREAS, the Village has determined that it is necessary to purchase three vehicles to conduct the business of the Village; and

WHEREAS, the President and Board of Trustees have the authority to authorize a lease-purchase agreement for the purpose of purchasing capital goods; and

WHEREAS, the Village desires to enter into a Lease-Purchase Agreement with BMO Harris Investment Company in order to purchase the necessary vehicles in the most efficient manner possible; and

WHEREAS, this President and Board of Trustees of the Village of Villa Park, do hereby find that it is in the best interests of the Village of Villa Park and its residents that the aforesaid "Agreement" be entered into and executed by said Village of Villa Park.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The corporate authorities of the Village of Villa Park hereby approve Exhibit A, the Lease Purchase Agreement with BMO Harris Investment Company, LLC – Option 1.

Section 2: The Village hereby authorizes and directs the Village Manager to execute, on behalf of the Village, the Agreement

Section 3: This resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this ____ day of _____, 2022, pursuant to a roll call vote as follows:

Passed on this day of _____, 2022.

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAINING: _____

APPROVED this ____ day of _____, 2022.

Village President

ATTEST:

Village Clerk

PRIVATE AND CONFIDENTIAL

November 21, 2022

Chuck Howard
Finance Director
Village of Villa Park, IL
20 S. ARDMORE AVENUE
VILLA PARK, IL 60181

Dear Chuck:

BMO Harris Equipment Finance ("BMO EF"), on behalf of BMO Harris Investment Company, LLC as Lessor ("BHIC"), is pleased to submit this proposal to enter into an equipment transaction with Village of Villa Park, IL (the "Company"). The proposal is further described in the attached proposal exhibit(s) (the "Proposal").

The proposal letter and attached Proposal are intended for discussion purposes only. Please understand that this Proposal does not intend to represent a commitment or binding offer to provide financing and does not serve to create any obligation for BMO EF.

We look forward to your positive response to this Proposal so that we can proceed further with a due diligence review of the transaction. To instruct BMO EF to proceed as described above, please sign the enclosed copy of this letter and return it on or before November 30, 2022, to my attention.

We sincerely appreciate this opportunity to present BMO EF's services and capabilities to you. Thank you for your consideration. We hope to be of service to you and Village of Villa Park, IL for this important equipment finance transaction.

Regards,

Nick Hilger
BMO Harris Equipment Finance

AGREED AND ACCEPTED:

The terms of this proposal are hereby acknowledged and accepted

Village of Villa Park, IL

By: _____

Title: _____

Date: _____



Proposal

Transaction Form: Tax Exempt Master Lease Purchase Agreement structure with equipment schedules. Lease terms determined on a schedule by schedule basis (based upon equipment composition and related useful lives). This lease is a lease intended as security transaction; all tax benefits, if any, will remain with Lessee; the lease will be a net financial lease, and all expenses, including (but not limited to) insurance, maintenance, and taxes, will be for the account of Lessee. Lessor will have a first priority security interest in the Equipment.

Lessee: Village of Villa Park, IL

Lessor: BMO Harris Investment Company, LLC (“BHIC”) or its designee

Collateral Description: Snow Plow, Sewer Truck, & Ambulance. Further detail to be provided by Borrower.

Lessors Cost: An amount not to exceed \$800,000.00.

Lease Commencement Date: Assumed on December 15, 2022.

Term: Up to Forty-Eight (48) months from the Lease Commencement Date.

Indicative Rent: Borrower shall make consecutive semiannual lease payments, payable in arrears.

Full Term	Payment	Lease Rate Factor	Interest Rate
48 Months	\$111,709.34	13.9637%	5.0569%

Interest Rate: The indicative Interest Rate(s) shall be subject to adjustment (“Rate Adjustment”) as set forth hereunder.

Rate Adjustment: The indicative Lease Rate Factor noted above was calculated based upon the Secured Overnight Financing Rates (“Interpolated Average Life Term SOFR Rate”) using CME Group Benchmark Administration Limited or any successor administrator of the Interpolated Average Life Term SOFR Rate as of 11/21/2022. The final Lease Rate Factor to be fixed for the Base Lease Term will be calculated on the date Lessor prepares the Lease Schedule by adjusting the indicative Lease Rate Factor noted above, upward or downward, for changes in the then equivalent Term SOFR Rate so as to maintain Lessor’s original yield. If for any determination, the Index Rate would be less than 1.00%, the Index Rate will be deemed to be 1.00% for the purposes of this Lease.

Interpolated Average Life Term	Interpolated Average Life Term SOFR Rate
2.3155 Years	4.4012%

Market Disruption: In the event that any material adverse change in or material disruption of financial, banking, syndication, or capital market conditions occurs after the date of this Proposal, Lender may modify the pricing as described herein. Material adverse change is defined as a greater than 25 basis point change from the initial yield during the anticipated Delivery and Acceptance period in the U.S Corporate Indexes Bloomberg Fixed Income Indices Double-A-rated (AA) 52-Week Yield (<https://www.wsj.com/market-data/bonds/benchmarks>), in which initial yield is 4.810% basis points.

Governmental Entity Lease: The Interest Rate and Rent payments are calculated on the assumptions, and Lessee will represent, that Lessee is a state or political subdivision of a state within the meaning of Section 103 (c) of the Internal Revenue Code (the “Code”) and that this transaction will constitute an obligation of the Lessee within the meaning of Section 103 (a) of the Code. Lessee shall provide Lessor with such evidence as Lessor may request to substantiate and maintain such tax status. Lessee shall comply with the filing requirements of Section 149 (e) of the Code. Lessee will pay Lessor amounts calculated at a taxable rate sufficient to maintain Lessor’s yield in the Lease,

in the event Lessor suffers a loss of Federal income tax exemption of the interest portion of the rentals.

Lease Documents: Lease documents in form and substance satisfactory to Lessor must be executed and delivered to Lessor. Lessee will also provide board resolutions, incumbency certificates and other documentation required by Lessor.

Opinion of Counsel: Lessee's counsel shall deliver an opinion to Lessor at closing in form and substance satisfactory to Lessor. The opinion of counsel will cover the following tax matters, in addition to other customary opinions:

- (a) the portion of Rent designated as and constituting interest paid by Lessee and received by Lessor is excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986 ("Code") and is exempt from state personal income taxes;
- (b) such interest is not a specific preference item for purposes of the federal individual or corporate alternative minimum taxes; and
- (c) the lease has been duly authorized by Lessee's governing body and is a legal, valid and a binding obligation of Lessee.

Expenses: Lessee will be responsible for all its own expenses, including any legal fees. Lessor does not charge any upfront fees or deposits. BMO would anticipate using BNY Mellon as Escrow agent. Escrow account costs will be capped at \$1,000 and will be paid by Lessee.

Compliance All financial institutions are required by Federal law to obtain, verify and record information that identifies each customer who opens an account with Lessor. When Lessee opens an account with Lessor, Lessor will ask for the Lessee's name, address and other information that will allow Lessor to identify Lessee, such as documents evidencing legal status and formation and taxpayer identification number.

Confidentiality: This Proposal is delivered to Lessee with the understanding that neither it nor any of its terms and conditions will be disclosed by the Lessee to any persons or entities, except those having a confidential relationship with Lessee in relation to this Proposed Transaction or where disclosure is required by law. Further, Lessee may disclose to any and all persons, without limitation of any kind, any information with respect to the "tax treatment" and "tax structure" (in each case, within the meaning of Treasury Regulation Section 1.6011-4) of the Proposed Transaction and all materials of any kind (including opinions or other tax analysis) that are provided to Lessee relating to such tax treatment and tax structure.

Limitation on Damages: Lessor will not be responsible or liable for any damages, consequential or otherwise, that may be incurred or alleged by any person or entity, including Lessee, as a result of this Proposal.

Contingency: This term sheet is contingent upon obtaining Lessor credit approval and lease documentation acceptable to Lessor.

BMO Harris Equipment Finance Company ("BMO EFC") and BMO Harris Investment Company, LLC ("BHIC") are not municipal advisors. BMO EFC's Proposal and Term Sheet, including any written or oral statements made by or on behalf of BMO EFC, BHIC or any affiliates of BMO EFC or BHIC are not intended to constitute financial advice or a recommendation to the municipal entity to which the Proposal and Term Sheet is directed or to any person or firm engaged on behalf of the municipal entity as a consultant or otherwise, including advice or a recommendation with respect to the structure, timing, terms or other similar matters subject of the Proposal and Term Sheet. By providing the municipal entity with the Proposal and Term Sheet, BMO EFC and BHIC are not recommending an action to the municipal entity or obligated person, are not acting in an advisory capacity to the municipal entity, are not assuming a fiduciary duty pursuant to Section 15B of the Exchange Act to the municipal entity and with respect to the information and material contained in Proposal and Term Sheet are acting for their own interests. The municipal entity is expressly encouraged to discuss any information and material contained in the Proposal and Term Sheet with any internal or external advisors and experts that it deems appropriate before taking any action. This Proposal and Term Sheet contain all of the terms and conditions and there is no other arrangement, agreement, fee or other compensation, or an expectation of such compensation, for the rendering of this Proposal and Term Sheet.

Amortization Schedule

date	funding	payment	interest @ 5.0569	principal	balance
Dec-15-22	800,000.00				800,000.00
Jun-15-23		111,709.34	20,227.73	91,481.61	708,518.39
Dec-15-23		111,709.34	17,914.65	93,794.69	614,723.70
Jun-15-24		111,709.34	15,543.08	96,166.26	518,557.44
Dec-15-24		111,709.34	13,111.55	98,597.79	419,959.65
Jun-15-25		111,709.34	10,618.54	101,090.80	318,868.84
Dec-15-25		111,709.34	8,062.49	103,646.85	215,221.99
Jun-15-26		111,709.34	5,441.82	106,267.53	108,954.47
Dec-15-26		111,709.34	2,754.88	108,954.47	0.00
	800,000.00	893,674.75	93,674.75	800,000.00	

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Resolutions

Agenda Section: Resolutions

Subject:

Resolution Authorizing and Approving the Execution of a Memorandum of Understanding with the Fraternal Order of Police Authorizing an Alternate Work Schedule

Suggested Action:

The Villa Park Fraternal Order of Police Labor Council (Police Union) has presented management with an alternative work schedule that would require officers on patrol to work a twelve (12) hour shift. The Patrol Division currently works 8.5 hour days rotating between two and three days each week. The proposed 12 hour day would allow for an officer to work seven days out of a fourteen-day work period and provide for more officers during peak call hours. The proposed MOU would allow for a one year trial period to implement the 12 hour schedule. Staff recommends approval of this resolution.

Attachments:

[BOT_Memo_MOU for PD Alt Sched RESO_MHarline 21 Nov 2022_mtg.docx](#)

[Villa Park Resolution approving memorandum of understanding with FOP re 12-hour shifts.DOC](#)

[Villa Park and FOP - Memorandum of Understanding re Police Department Alternative Work Schedul \(2\).DOCX](#)

Memo



To: Matt Harline, Village Manager

From: Michael Rivas, Police Chief

Date: November 18, 2022

Re: Lease purchase agreement on vehicles for the Village of Villa Park

ISSUE STATEMENT

The Villa Park Fraternal Order of Police Labor Council (Police Union) has presented management with an alternative work schedule that would require officers on patrol to work a twelve (12) hour shift. The alternative work schedule was presented as a Memorandum of Understanding (MOU) to the Police Administration who in turn presented the MOU to Village Manager Harline.

BACKGROUND/HISTORY

The Villa Park Police Department Patrol Division currently works an 8.5-hour day with the number of days off rotating between two and three days each week. The Police Union has proposed a 12-hour day that would allow for an officer to work seven days out of a fourteen-day work period. The overwhelming reason the Police Administration is in favor of the schedule, as presented, is it places more officers on the peak busy times in terms of calls for service. More officers working during peak work times should create better response times to calls as well as a higher level of service to the community. The officer, during peak times, will now have more time to address the needs of the community without having to expedite to another call.

STAFF RECOMMENDATION

Staff recommends the approval of the Memorandum of Understanding.

ALTERNATE CONSIDERATION

The alternate consideration would be to not approve the MOU for 12-hour shifts.

Resolution R - _____ - 2022

**A RESOLUTION APPROVING A MEMORANDUM OF
UNDERSTANDING BETWEEN THE VILLAGE OF VILLA PARK AND THE
ILLINOIS FRATERNAL ORDER OF POLICE LABOR COUNCIL ON BEHALF
OF VILLA PARK POLICE OFFICERS REGARDING 12-HOUR SHIFTS**

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1. That certain Memorandum of Understanding between the Village of Villa Park and the Illinois Fraternal Order of Police Labor Council, on behalf of Village Park Police Officers ("Union"), a copy of which Memorandum of Understanding is attached hereto as Exhibit A, is hereby approved in substantially the form as attached hereto.

Section 2. The Village Manager and such other designated signatories as identified in the Memorandum of Understanding are hereby authorized and directed to execute the Memorandum of Understanding on behalf of the Village of Villa Park, contingent upon the execution of said Memorandum of Understanding by the Union.

PASSED this _____ day of November, 2022, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of November, 2022

Village President

Attest: _____
Village Clerk

Resolution No. _____

Exhibit A

Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between the Village of Villa Park ("Village") and the Illinois Fraternal Order of Police Labor Council, on behalf of Villa Park Police Officers ("Union").

WHEREAS, the Village and the Union are desirous of conducting a trial period in which certain patrol officers would be assigned to twelve (12) hour shifts, for calendar year 2023 (*i.e.*, January __, 2023 through January __, 2024) [insert appropriate pay period].

NOW, THEREFORE, the Village and the Union agree as follows:

1. Non-Precedential Effect of Memorandum. The Village and the Union agree that this Memorandum of Understanding shall not be considered part of the current collective bargaining agreement between the Village and the Union, nor shall it be considered an amendment to said agreement, nor shall it constitute a precedent or a change in the *status quo ante*. The Village and the Union agree that neither the Village nor the Union may cite or reference this Memorandum of Understanding as precedent or as a change in the *status quo ante*, or the trial period referenced herein, in any subsequent negotiations or interest arbitration proceedings.

2. Alternative Work Schedule for Patrol Division. The Village shall implement, on a trial basis, an alternative work schedule for officers assigned to the Patrol Division for the period beginning January __, 2023 and ending January __, 2024 [insert appropriate pay period], subject to the terms of this Memorandum of Understanding, provided that this Memorandum of Understanding shall not apply to officers who are assigned to specialty assignments, including Investigations, School Resource Officer, and TAC Officer.

3. Conditions. The alternative work schedule provided by this Memorandum shall be in accordance with the following conditions:

A. The work cycle for purposes of the Fair Labor Standards Act shall be fourteen (14) days.

B. The normal work day for patrol officers assigned to the alternative work schedule shall be twelve (12) hours, except that once during the two (2) week work cycle, the Village will schedule an eight (8) hour work day for each employee assigned to a twelve (12) hour shift schedule, so that an employee will normally be scheduled to work eighty (80) hours during the two (2) week work cycle. Sample Day Shift and Night Shift schedules for January __, 2023 - January __, 2024 are attached hereto.

C. All shift and Team assignments shall be made by the Chief of Police or designee. Shifts shall not be rotated, but the Village retains the right to reassign officers throughout the trial period to a different shift or Team, as the need arises. An officer's shift preference by seniority will be considered in making such assignments, but shall not

control. Assignments to shifts and to Teams (Teams A and B) will be made by the Chief of Police or designee, and will be adjusted, in order to ensure appropriate assignment of officers with various specialties. Officers with other specialties will be distributed amongst the Teams, as needed by the Department.

D. In addition to the two Teams, there shall be established a power shift, from which officers assigned to such power shift shall be subject to reassignment, necessitated by staffing shortages. The Village retains the right to reassign any officer throughout the year, as the need arises.

4. Benefit Time. This memorandum of understanding does not change any sections of the current bargaining agreement related to hours of vacation or sick time. However, personal days shall be converted to hours, with a “day” being equal to eight (8) hours. All benefit time shall continue to accrue at the rate of eight (8) hours equals a “day.” Any employee who is assigned to such alternative work schedule shall have vacation or sick time deducted on an hour-for-hour basis (e.g., twelve hours absence on sick leave equals twelve hours deducted from the officer’s sick leave bank). Demand time requirements for time off which create a shortage will remain the same as set forth in Section 8.3 of the collective bargaining agreement. A member will pay six (6) hours demand time for a (twelve) 12-hour shift vacation day.

5. Overtime. Overtime shall only be paid for hours worked in excess of eighty (80) hours in a fourteen (14) day work cycle. Approved paid days off work, such as compensatory time, personal days, holidays or vacation, shall be counted as hours worked for the sole purpose of determining eligibility for overtime pay.

6. Holiday Pay. For purposes of implementing Section 7.3 of the collective bargaining agreement, for patrol officers assigned to the alternate work schedule (12 hour shifts), hours worked on a holiday shall be considered to be those hours worked on a shift that occurs on the actual holiday. Employees assigned to the alternate work schedule who work on a holiday shall receive pay for the hours worked on the holiday and, in addition, shall receive another eight (8) hours of time off, with pay, to be taken upon prior request and approval of the Department. (Examples: If an employee assigned to the alternate work schedule works from 6:00 a.m. on the day before a holiday to 6:00 p.m. on a holiday, or works from 6:00 p.m. on the holiday until 6:00 a.m. on the day after the holiday, the employee shall be paid for twelve (12) working hours at his or her regular straight-time hourly rate, plus shall receive another eight (8) hours of paid time off as holiday pay. More specifically, if an employee works from 6:00 p.m. on the day before Labor Day until 6:00 a.m. on Labor Day, the employee shall be paid for twelve (12) working hours at his or her regular straight time hourly rate, plus shall receive another eight (8) hours of paid time off as holiday pay.) For purposes of implementing Section 7.2 of the collective bargaining agreement, eligible employees assigned to the alternate work schedule shall receive eight (8) hours of time off in his or her account for each holiday identified in Section 7.1, on or about January 1, each year, to be used similar to vacation days.

7. Short Days Schedule. The Village shall provide employees working a twelve (12) hour alternative shift a schedule of their work days at least one month in advance, intended to show their eight (8) hours (“short”) day. The Village shall not schedule a short day on the

holidays designated in Section 7.1, except upon mutual agreement of the officer and the Village, and except as further provided hereinafter. The Village and the Union acknowledge that the Village may change the short day designation for operational needs, as determined by the Village, upon such notice to the officer as is practicable. The Village and the Union further acknowledge that an officer's "short day" may also be changed, if an officer requests a different day, but only upon mutual agreement of the officer and the Village.

8. Training. When an officer is assigned to attend a training class, those hours will be considered duty hours and paid on an hour-for-hour basis. For training classes that are multiple day training classes, the officer's work days and days off may be changed, in order to accommodate such training. Upon completion of a training class, if such officer's assigned twelve (12) hour work day has not been completed, the officer shall contact the supervisor on duty, so that the remainder of the officer's work day can be determined and assigned. Officers may utilize benefit time on an hour-for-hour basis, when assigned for training, in order to avoid returning to a shift assignment.

9. Meal Periods. Officers assigned to the alternative work schedule shall receive a forty-five (45) minute paid meal period, and two fifteen (15) minute breaks. Every effort will be made to permit the officer to receive those breaks; however, failure to secure break time shall not result in the payment of any additional or overtime compensation.

10. Grievances Waived. During the trial period, no grievances related to the schedule or to shift assignments, or to this Memorandum of Understanding shall be filed. Instead, the parties shall meet upon request of one party throughout the one-year trial period, in order to assess the progress and any problems which may arise regarding this Alternative Work Schedule, rather than having grievance meetings to address such issues.

11. Conflicts. In the event of any conflict between the terms and provisions of this Memorandum and the provisions of the parties' collective bargaining agreement, the provisions of this Memorandum shall control, so long as this Memorandum is in effect.

12. Expiration of Memorandum of Understanding. At the end of the trial period (at 11:59:59 p.m. January __, 2024), this Memorandum of Understanding shall expire and the parties shall return to the *status quo ante*, unless this Memorandum is extended, by mutual written agreement between the Village and the Union.

IN WITNESS WHEREOF, the Village and the Union have executed this Memorandum of Understanding on the dates set forth hereinafter.

VILLAGE OF VILLA PARK

ILLINOIS FRATERNAL ORDER OF
POLICE LABOR COUNCIL, ON BEHALF
OF VILLA PARK POLICE OFFICERS

Matthew Harline Date
Village Manager

For the ILFOPLC Date

Michael Rivas
Chief of Police

Bryan Hruby Date
Bargaining Unit Member

Daniel McCann
Deputy Chief of Police

Donald Giammarino Date
Bargaining Unit Member

Steven Lay Date
Bargaining Unit Member

Village Board of Trustees Agenda Item Report

Meeting Date: November 21, 2022

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Report/Presentation

Agenda Section: Village Manager's Report

Subject:

Review of SunCom Contract

Suggested Action:

The contract between the Village and Sunrise Communications, Inc. d.b.a. SunCom.TV is attached. Glen Liljeberg owner of SunCom will be working the meeting of the Village Board and will be available for questions.

Attachments:

[SunCom contract 2019.pdf](#)



CONTRACTOR AGREEMENT

THIS CONTRACTOR AGREEMENT (the "Agreement"), made and effective as of the **8th of July 2019** (the "Effective Date"), by and between the **Village of Villa Park** ("Client"), and **Sunrise Communications, Inc. d/b/a SunCom.TV** (the "Contractor").

1. **Engagement of Contractor.** The Client hereby appoints and engages Contractor as its independent contractor, and Contractor hereby accepts the appointment and engagement by the Client with respect to the matters specified in paragraph 3 and Exhibit A for the compensation specified in paragraph 4 and Exhibit B hereof ("Engagement").
2. **Term and Termination.**
 - 2.1. **Initial Term and Renewal Terms:** This Agreement shall have an initial term commencing on the Effective Date and ending on the date immediately preceding the first (1st) anniversary of the Effective Date (the "Initial Term"), subject to Sections 2.2 and 2.3 below. Their Agreement shall automatically renew upon expiration of the Initial Term for successive terms of one (1) year each (referred to individually as a "Renewal Term") upon the mutual written agreement of the Parties prior to the expiration of the then-current Initial Term or Renewal Term (as the case may be), unless their Agreement is terminated sooner: (a) by operation of law; or (b) under Sections 2.2 or 2.3 of their Agreement. For purposes of their Agreement: (i) the Initial Term and each Renewal Term are hereinafter sometimes referred to collectively as the "Term".

- 2.2. **Termination by Client:** In addition to its ability to terminate their Agreement pursuant to Section 2.1 above, the Client shall have the right to terminate their Agreement at any time (a) if Contractor fails to perform any material term of their Agreement and such non-performance is not cured within thirty (30) business days of written notice by the Client of such failure of performance; or (b) upon ninety (90) days' notice for any reason or no reason.
- 2.3. **Termination by Contractor:** In addition to the contractor's ability to terminate their Agreement pursuant to Section 2.1 above, the Contractor shall have the right to terminate their Agreement (a) at any time if the Client fails to perform any material term of their Agreement and such non-performance is not cured within thirty (30) business days of written notice by Contractor of such failure of performance by the Client; or (b) upon ninety (90) days' notice for any reason or no reason.
3. **Activities of Contractor.** During the Term of their Agreement, Contractor shall provide consulting services described in Exhibit A (the "Services").
- 3.1. **Manner of Performance.** The parties acknowledge and represent that Contractor is free from the control and direction of the Client and that Contractor retains all control over their activities and the operations of their business, except as required to meet their obligations under their Agreement. The Contractor has the right to determine their hours and

days of operations, the location of their operations, as well as their strategies for effectively and competently performing the Services, so long as the same are consistent with their obligations hereunder and except as may be limited in Exhibit A.

3.2. **Physical Assets.** Except as provided below in their Subsection and except as may be set forth in Exhibit A, the Contractor shall provide all physical assets needed for performing the Services under their Agreement at their own expense, including but not limited to, providing their own computers, internet service, printers, telephones and related equipment, paper, and other office supplies. To the extent necessary to perform the Services under their Agreement, the Client may require the Contractor to use Client-owned physical assets.

3.3. **Contractor's Conduct.** The Contractor shall perform the Services in an ethical and professional manner and refrain from any conduct that is or could be detrimental to the Client's reputation or integrity. Contractor and its employees shall perform the Services in accordance with applicable legal and regulatory requirements and meet the standard of quality ordinarily expected with competent and technical professionals in Contractor's field of expertise.

4. **Compensation and Expenses.** As full and complete compensation for any and all services that Contractor will provide to the Client and for the covenants



provided in paragraph 5 hereof, the Client shall pay Contractor such fee or amounts as set forth in Exhibit B attached hereto. Such compensation shall be payable within thirty (30) days after receipt by the Client of a written invoice for Contractor's services or when applicable pursuant to the Illinois' State Prompt Payment Act (30 ILCS 540 et seq.). Invoices shall be submitted by the Contractor to the Client on a monthly basis, and shall provide a description of services rendered and the time spent providing the same.

5. Covenants.

5.1. Confidential Information.

5.1.1. The Contractor acknowledges that the Client's business depends, in part, upon the possession of confidential, proprietary and trade secret information related to Client operations which is not generally known to others, and that the Client's success and security requires that their information remains proprietary to the Client. The Contractor recognizes that, by virtue of the Contractor's relationship with the Client, and to assist the Contractor in adequately performing the Services, the Contractor will be granted otherwise prohibited access to such information. their information (hereinafter referred to as "Confidential Information") includes, without limitation: information and electronic and hard-copy records consisting of, identifying, containing, describing, or

reflecting (in whole or in part) the Client's security information, personal employee information, draft documents or non-public documents, account information, software, data, passwords, performance evaluations, and similar matters of a non-public nature.

- 5.1.2. The Contractor will not, except as required pursuant to a court subpoena, disclose or use during or subsequent to the Term of their Agreement, any Confidential Information. All Confidential Information and all records and equipment and other materials relating in any way to Confidential Information, and all other Client property, will be and remain the sole property of the Client during and after the Term of their Agreement.
- 5.1.3. Upon termination of their Agreement or upon the Client's request (whichever is earlier), the Contractor will promptly return to the Client (or, at the Client's sole option, destroy) all Confidential Information and all materials and all copies or tangible embodiments of materials involving Confidential Information, and all other Client property, in the Contractor's possession or control. The Contractor agrees to represent in writing to the Client upon the termination of their Agreement that they have complied with the provisions of their Section 5.2.

- 5.2. **Non-Solicitation.** During the Restricted Period, the Contractor shall not, directly or indirectly recruit, solicit or induce, or attempt to recruit, solicit or induce, any employee, agent, representative or other business relationship, the Client to terminate their, her or its employment relationship or otherwise cease their, her or its business relationship(s), as applicable, with the Client, or otherwise interfere with the business relationship(s) between the Client and/or any such individual or entity.
- 5.3. **Remedies.** Contractor agrees and acknowledges that any violation of Section 5 of their Agreement will cause irreparable damage to the Client, the exact amount of which it will be impossible to ascertain and, for that reason, Contractor agrees that the Client shall be entitled to injunctive relief restraining any violation or threatened violation of Sections 5 of their Agreement (without bond or security upon any actual or threatened breach of such provisions), such right to be cumulative and in addition to all other remedies available by reason of such violation. Contractor agrees and acknowledges that the covenants set forth in their Section 5 are reasonable with respect to duration and scope, and are necessary to protect the Company's legitimate business interests.
6. **Independent Contractor.** Contractor and the Client understand and acknowledge that Contractor's relationship with the Client is that of an independent contractor and nothing in their Agreement is intended to or should be construed to create a partnership, joint venture or employment relationship. Contractor further



acknowledges that Contractor will not be treated or regarded as a Client employee under the laws or regulations of any government or governmental agency. The Client shall not withhold from Contractor's compensation any amounts for income taxes or other similar assessments. To the extent necessary, each party shall report payments hereunder to all governmental agencies as those paid to an independent contractor, and in no event shall the Client treat or report amounts paid to Contractor as amounts paid to an employee. Neither the Client nor the Contractor shall in any way become obligated for the debts or expenses of the other, unless otherwise agreed in writing. Contractor shall have no right to bind, speak for or contract on behalf of the Client. Neither party shall have any liability or obligation of any kind for claims brought upon the other as a result of either party carrying out the terms of their Agreement. Furthermore, the Contractor agrees and acknowledges that he shall have no right to unemployment compensation by virtue of the independent contractor relationship created hereunder.

Because Contractor is an independent contractor, the Client shall not be obligated to provide Contractor with any benefits provided to employees of the Client, including, but not limited to, health and life insurance and participation in employee benefit plans and Contractor shall not be eligible to participate in such employee benefit plans. Each party shall retain full control, authority and discretion at all times with regard to the hiring, firing and working conditions of the parties' respective employees or other personnel, subject only to the



provisions of their Agreement. Each party shall remain solely responsible and liable for compliance with all local, state and federal laws and regulations, and any contractual obligations related to the employment of such parties' respective employees or other personnel. Each party shall remain solely responsible and liable for the payment of all wages, fringe benefits, payroll related taxes and premiums, and expense reimbursement related to the employment of such parties' respective employees or other personnel.

7. **Ownership of Work.**

All work generated or prepared by Contractor on behalf of the Client pursuant to their Agreement shall be owned by and the property of the Client. All work performed under their Agreement shall be considered work for hire, all rights under the Copyright Act are the exclusive rights of the Client, and each production and duplicate, if within the scope of Services, shall bear a legally sufficient notice that the Client is the sole owner of the copyright (**i.e., Copyright [year], CLIENT. All rights reserved.**)

8. **Insurance.**

Contractor will secure and maintain commercial general liability, workers' compensation, employer liability, and excess liability during the Term of their Agreement, and upon request, will provide the Client with a certificate of insurance which names the Client, its officers, agents and employees as

additional insureds. The commercial general liability insurance policy shall be in the minimum amount of \$1,000,000.00. The workers' compensation insurance shall be in the statutorily-required amount. The remaining policies of insurance shall be in commercially reasonable amounts.

9. **Indemnification.**

Contractor agrees to defend, indemnify and hold harmless the Client, its officers, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all related costs and expenses in connection therewith), arising out of the performance of Contractor's Services under their Agreement to the Client.

10. **Miscellaneous.**

10.1. **Ability to Contract.** Contractor has due authority to execute their Agreement and perform their obligations hereunder, and does not have any obligation to any other party that is inconsistent with their obligations under their Agreement, and the Contractor shall not, in the performance of their Agreement, breach any obligations that they may have to others including, without limitation, any obligations under restrictive covenant or confidentiality agreement.

10.2. **Successors; Assignment.** Contractor's rights under their Agreement shall not be transferable by assignment or otherwise. The Client may assign its

rights under their Agreement.

- 10.3. **Modification and Severability.** To the extent that the terms set forth in their Agreement or any word, phrase, clause or sentence is found to be illegal or unenforceable by a court of competent jurisdiction for any reason, such term, word, phrase, clause or sentence will be modified in such manner so as to achieve the intention of the parties in entering their Agreement and rendering the Agreement, as modified, legal and enforceable under applicable laws. If, however, a court of competent jurisdiction finds that any such term, word, phrase, clause or sentence cannot be so modified and thus made enforceable, or otherwise declines for any reason to do so, such term, word, phrase, clause or sentence shall be deemed severed from their Agreement and of no force and effect, and the balance of their Agreement will not be affected thereby, the balance being construed as severable and independent.
- 10.4. **Amendment.** This Agreement may not be amended or modified except by written instrument executed by the Client and Contractor.
- 10.5. **Governing Venue and Law.** This Agreement shall be governed by the laws of the State of Illinois, without regard to the conflict of law principles, rules or statutes of any jurisdiction. In the event of a legal action filed or brought by either party relating to the validity, interpretation, construction, performance, enforcement and remedies of, or relating to, their

Agreement, and the rights and obligations of the parties hereunder, each of the Client and the Contractor hereby agree that it and they now and forever waives any and all rights to a trial by jury, irrespective of the law principles, rules or statutes of any jurisdiction or of the nature of the cause of action. The Circuit Court of the Eighteenth Judicial Circuit and the Federal District Court in the Northern District of Illinois shall have exclusive jurisdiction over all proceedings related to their Agreement. The Client and Contractor irrevocably and unconditionally consent and submit itself and himself/herself to the jurisdiction of such court(s) for the purposes of any such suit, claim or other legal proceeding and waive and will not plead or claim in any such court that venue is improper or that such suit, claim or other legal proceeding has been brought in an inconvenient forum.

- 10.6. **Notice.** Notices given pursuant to their Agreement shall be in writing and shall be deemed given when actually received (whether via U.S. mail, e-mail, courier service or hand delivery).
- 10.7. **No Waiver.** No waiver by either party at any time of any breach by the other party, or compliance with, any condition or provision of their Agreement to be performed by the other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same time or any prior or subsequent time.

- 10.8. **Headings.** The headings herein contained are for reference only and shall not affect the meaning or interpretation of any provision of their Agreement.
- 10.9. **Entire Agreement.** This Agreement and the documents to be delivered pursuant hereto constitutes the entire agreement between the parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions of the parties, whether oral or written.
- 10.10. **Survival.** Contractor's obligations under paragraph 5 and the Client's obligation to pay Contractor amounts previously earned and direct expenses incurred up to the time notice is made, shall survive the termination of their Agreement.



IN WITNESS WHEREOF, the parties hereto have executed their Agreement as of the day and year first above written.

Contractor:

Sunrise Communications, Inc. d/b/a SunCom.TV

By: [Signature] Date: 2019-07-08

Client:

Village of Villa Park

By: [Signature] Date: July 8, 2019

EXHIBIT A

CONTRACTOR SERVICES

Contractor shall provide the following exclusive services to the Client:

1. Audio-visual production services of Client Board of Trustee meetings and other public meetings and events as assigned.
 - a. The Client shall provide Contractor with a list of dates, times and locations of such meetings and events, and the Client shall insure timely access and provide operable audio-visual equipment for Contractor's use for public meetings held at Client location. The Client shall provide an annual list of such meetings and events, which may be amended from time to time by the Client, upon not less than forty-eight (48) hours advance notice to Contractor.
 - b. Contractor shall be responsible for all production logistics.
2. **Base Services:** Contractor shall provide on-site audio-visual production services for up to five (5) public meetings per month, or up to sixty (60) public meetings per year. For purposes of their Agreement, a meeting is one which does not exceed four (4.5) hours on a single date. A single meeting of less than four (4.5) hours but extends past midnight shall be considered a single meeting. Base Services include the meeting time up to three (3) hours, plus sixty (60) minutes pre-production time and thirty (30) minutes for post on-site operations which



include scheduling the meeting on the cable channels and uploading and posting to YouTube.

Additional services listed below are excluded from base services. The Client shall compensate Contractor for Base Services as set forth in Exhibit B to their Agreement.

3. **Additional Production Services:** Additional Production Services shall include performing audio-visual production services which exceed the four (4.5) hour limitation for Base Services, shall include performing audio-visual production services for more than five (5) public meetings per month, or more than sixty (60) public meetings per year, and shall include performing audio-visual services for off-site (not at Client location) meetings and events. The Client shall compensate Contractor for Additional Services as set forth in Exhibit B to their Agreement.
4. **Communication Services:** Act as liaison to the Cable TV Commission as scheduled. Program productions onto the cable channels and YouTube as directed by staff. Training the Village's Communications Specialist on the operation of equipment to assist in the production of videos on other topics (Contractor shall not be liable for settings changed by staff that may affect the operation of the production system). The Client shall compensate Contractor for Additional Services as set forth in Exhibit B to their Agreement using the Production Hourly Rate.

5. **Off-Site Services:** Contractor shall provide off-site audio-visual production services as requested by the Client pursuant to Section 2 of their Exhibit A, and the Client shall compensate Contractor for such off-site services as Additional Services as set forth in Exhibit B to their Agreement. "Off-site" shall mean at a location other than the Client Village Hall Board Room. All off-site meetings or events shall be produced with audio-visual equipment and other necessary equipment provided by Contractor. Off-site video will consist of a single, fixed video camera, minimal audio utilizing a mounted microphone and a single remote microphone. Contractor shall provide one (1) operator for a total production of three (3) hours, plus one (1) set-up hour and one (1) hour of breakdown.

Contractor shall provide editing to include a single title, a single end graphic and up to four (4) lower third graphics. The off-site meeting or event will not be edited beyond simple edits to clean up the start and finish of the event.

Additional pre- or post-production will be billed under the general hourly rate specified in Exhibit B to their Agreement, including production time and on-site work as well as pre- and post-production off-site work beyond that which is noted in their paragraph.



6. **Use of Client Equipment.** For Base Services and Additional Services which occur at the Client location, Contractor will use the Client's production equipment. Use of Client equipment shall be for the direct or indirect support of meetings or as otherwise directed by the Client. Contractor will use Client equipment solely for the Services provided under their Agreement, unless otherwise agreed in writing by the Parties.



EXHIBIT B

Compensation:

1. **Base Services:** The Client will compensate Contractor \$300.00 per meeting.
2. **Additional Services:**
 - a. **Extended Meeting Hourly Rate:** \$50.00 per hour, billed in 30-minute increments.
 - b. **Additional On-Site Meetings:** \$300.00 per meeting, plus Extended Meeting Hourly Rate if applicable.
 - c. **Off-Site Meetings/Events:** \$400.00 per off-site meeting or event, plus Extended Meeting Hourly Rate if applicable.
 - d. **Clerical Hourly Rate:** \$55.00 per hour, billed in 30-minute increments.
 - e. **Production Hourly Rate:** \$85.00 per hour, billed in 30-minute increments.
 - f. **Technical Services Rate:** \$125 per hour, billed in 30-minute increments. their rate shall only apply to the design, integration, maintenance, and repair of clients facilities.