
PRESIDENT
Dr. James L. Discipio
VILLAGE MANAGER
Julia A. Cedillo
VILLAGE CLERK
Meghan M. Kooi



TRUSTEES
Scott F. Mesick
Michael L. Sheehan
James P. Kucera
Robert T. Lautner
Jamie M. Zaura
Amanda G. Seidel

VILLAGE BOARD WORK SESSION MEETING

Tuesday, April 14, 2020 – **7:15 p.m.**

Via Teleconference due to Covid-19

Members of the public are encouraged to attend this meeting.

To Access This Meeting:
You can dial in using your phone.
United States: [+1 \(571\) 317-3122](tel:+15713173122)
Access Code: 175-511-021

Public Comments may be submitted prior to and up until 5:00 p.m. on the day of the meeting via email: info@lagrangepark.org. Please put Public Comment in the subject line and reference the meeting your comment is intended for. You may also submit your comments by calling (708) 354-0225, Monday through Fridays, from 8:30 a.m. – 5:00 p.m.

AGENDA

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Hearing Regarding the Proposed Budget (FY2020-2021)**
- 5. Public Participation (Agenda Related Items Only)**
- 6. Consent Agenda (Roll Call Vote)**

No discussion. Trustees wishing to discuss any of the items below MUST request that the item be removed from the Consent Agenda prior to motion to approve.

A. Approval of Minutes

- i. Village Board Meeting – February 25, 2020*
- ii. Executive Session Meeting – February 25, 2020*
- iii. Village Board Work Session – March 10, 2020*

- ### ***B. Action - Renewal of Paramedic/Firefighter Agreement – Motion: To Approve a Resolution Approving Proposal For Paramedic /Firefighter Services for 2020 Through 2023 As Submitted By Paramedic Services of Illinois, Inc. (PSI)***

VILLAGE BOARD MEETING

April 14, 2020 – 7:15 p.m.

AGENDA (continued – Page 2)

- C. *Action – Motion to Authorize the President and Chairperson of the Finance Committee to Sign the Register for Bills, and Authorize the Treasurer and Village Clerk to Sign Checks In Payment of Operating Bills and Salaries as Itemized in the Check Registers After February 25, 2020 to this date*
- D. *Action – Motion to Authorize the Village Treasurer and Village Clerk to Sign Checks in the Payment of Payroll and Other Bills that Become Due Between this Date and the Next Village Board Meeting with Subsequent Approval of the Payroll Register and Voucher Register by the Board of Trustees at its Next Meeting*

7. Village Manager’s Report

8. Administration Committee – Amanda Seidel, Chairman

- A. February Monthly Report
- B. Discussion & Action – Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak – *Motion: To Approve An Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak*
- C. Discussion & Action – Resolution Excluding Emergency Responders of the Village from Certain Provisions of the Families First Coronavirus Response Act – *Motion: To Approve a Resolution Excluding Emergency Responders of the Village of La Grange Park from Certain Provisions of the Families First Coronavirus Response Act*

9. Building & Zoning Committee – Jamie Zaura, Chairman

- A. February Monthly Report

10. Engineering & Capital Projects Committee – James Kucera, Chairman

- A. February Monthly Report

11. Public Safety Committee – Robert Lautner, Chairman

- A. February Monthly Report – Police Department
- B. February Monthly Report – Fire Department
- C. Discussion & Action – 8.5 Hour Patrol Schedule – *Motion: To Authorize Staff to Implement a 1-Year Pilot Program Modifying the Current Patrol Officer Work Schedule from an 8-Hour Shift to an 8.5 Hour Shift*

VILLAGE BOARD MEETING

April 14, 2020 – 7:15 p.m.

AGENDA (continued – Page 3)

- D. Discussion & Action – Occupational Medical Evaluations – Fire Department Candidates – *Motion: To Approve the Payment of \$14,799.00 to Concentra Occupational Health Centers of Illinois, P.C., for Fire Department Candidate Pre-Employment Medical Evaluations*

- E. Discussion & Action – Resolution Updating the Intergovernmental Agreement for the Lyons Township Communications Center (LTACC) – *Motion: To Approve A Resolution Approving And Authorizing The Execution Of An Intergovernmental Agreement Entered Into By The Village Of La Grange, La Grange Park And Western Springs Relative To An Intergovernmental Cooperative Venture Known As The "Lyons Township Area Communications Center" For The Operation And Maintenance Of A Combined Dispatch And Communications System*

- F. Discussion & Action – Ordinance Amendment – Authority to Declare a State of Emergency – *Motion: To Approve an Ordinance Amending Title III (Administration), Chapter 37 (Emergency Management Agency) of the Village Code of the Village of La Grange Park In Regards to the Village President's Authority to Declare a State of Emergency Pursuant to 65 IL CS 5/11-1-6*

12. Public Works Committee – Michael Sheehan, Chairman

- A. February Monthly Report

- B. Discussion & Action – 2020 Landscape Maintenance Contract – Renewal with Landscape Concepts – *Motion: To Approve and Authorize the Village Manager to Sign Contracts from Landscape Concepts Management, Inc. in a "Not to Exceed" Amount of \$14,000.00*

13. Finance Committee – Scott Mesick, Chairman

- A. February Monthly Report

- B. Discussion & Action – Resolution Approving Fiscal Year 2020-2021 Pay Plan – *Motion: To Approve a "Resolution Approving Pay Plan & Schedule of Authorized Positions for Fiscal Year 2020/21"*

- C. Discussion – Finance Committee Review- FY 2020-2021 Budget & Five Year Plan – Motion:
 - 1) *To Approve A Resolution Approving FY 2020-2021 Operating Budget, and*
 - 2) *To Approve the Five Year Plan FY2020/21 – 2024/25*

VILLAGE BOARD MEETING

April 14, 2020 – 7:15 p.m.

AGENDA (continued – Page 4)

D. Discussion – Fiscal Year 2020 Police Pension Contribution – *Motion: To Transfer Up To \$120,000 From the General Fund to the Police Pension Fund for Fiscal Year 2020*

E. Discussion – Fiscal Year 019/20 Budget Amendments – *Motion: To Approve A Resolution Amending the Fiscal Year 2019/20 Budget*

14. Other Reports

A. Village Clerk

B. Village Treasurer

C. Commercial Revitalization Committee – James Kucera, Chairman

1. February Monthly Report

D. Village Engineer

E. Village Attorney

F. Committee and Collectors Report

Action – Motion: To Approve Committee and Collectors Report as Presented

15. Village President

16. Public Participation (Non-Agenda Related Items Only)

17. New Business

18. Executive Session

19. Adjourn

Items of Interest:

Village Board Meeting, April 28, 2020

Village Board Work Session, May 12, 2020



Rules for Public Comment

Village Board Work Session Meetings Village Board Meetings

1. Please step up to the microphone before speaking, and announce your name before beginning your comments.
2. After announcing your name for the record, you will be allowed to speak for three (3) minutes.
3. You may not use profane or obscene language and you may not threaten any person with bodily harm, or engage in conduct which amounts to a threat of physical harm.
4. (a) Agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to agenda items.

(b) Non-agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to Village business, Village services or Village governance.
5. The Village of La Grange Park complies with the Americans with Disabilities Act of 1990. If you require accommodations in order to observe or participate in the meeting, please contact Assistant Village Manager Emily Rodman at (708) 354-0225 between 9:00 and 5:00 before the meeting so that the Village can make reasonable accommodations for you.

Village of La Grange Park
Budget Hearing
April 14, 2020
7:15 p.m.

Public Hearing Procedure for Village President

1. Village President – Convene Public Hearing
2. Incorporate Legal Notice into the Record
3. Village President to Explain Procedure for Hearing
4. Village Manager to Summarize FY 2020 -21 Budget
5. Questions or Comments from the Village Board
6. Questions or Comments from the Public (the option to phone in or email comments was given – can also open it up if anyone from the public has phoned in and would like to comment)
7. Village President Closes the Public Hearing

NOTICE OF PUBLIC HEARING

A public hearing will be held on the proposed budget for the fiscal year 2020-2021 for the Village of La Grange Park at 7:15 p.m., April 14, 2020. Due to the COVID-19 Executive Order, this hearing will take place via teleconference. Public comment may be provided via e-mail at info@lagrangepark.org or by phone (708) 354-0225 until 4:00 p.m. the day of the hearing. A link to access the teleconference hearing will be posted to our website at www.lagrangepark.org or call Village Hall at (708) 354-0225 Monday through Friday, between 8:30 a.m. and 5:00 p.m. and the call-in number will be provided to you.

This hearing will consider anticipated revenues and expenditures for fiscal year 2020-2021.

The public is invited and encouraged to call in to this hearing and has the right to provide written and oral comments and suggestion respecting possible uses of funds.

A copy of the proposed budget is available for inspection on the Village's website at www.lagrangepark.org .

Meghan M. Kooi
Village Clerk

Consent Agenda Items Divider

Village Board Agenda Memo

Date: March 4, 2020
To: President and Board of Trustees
From: Dean J. Maggos, Fire Chief 
Julia Cedillo, Village Manager 
RE: Renewal of Paramedic/Firefighter Agreement

GENERAL BACKGROUND:

As you are aware, the Village currently contracts for six (6) full-time shift Paramedic/Firefighter personnel from Public Safety Services, Inc., commonly known as PSI. They work 24 hour shifts, with two (2) personnel working each 24 hour shift, and the scheduled for 48 hours off. We have contracted with PSI since 2018, when PSI entered into a merger/acquisition with our provider at the time, Public Safety Services, Inc., or PSSI. At that time, PSSI had been our contractor for paramedic/firefighter services since January of 2002.

As promised, the change from PSSI to PSI was fairly seamless. We had enjoyed the relationship we had over the years with PSSI, and their standards of service. PSI has upheld those standards. In addition, as promised, they retained the employees assigned to our contract at the time, and provided some additional levels of employee benefits PSSI had not. As such, we have been, and continue to be, very satisfied with PSI.

Our current agreement with PSI expires at the end of this fiscal year, April 30, 2020. Over the past two months, Village staff had discussions with PSI, and met with them on one occasion. We discussed our options for renewal, and expressed some of our expectations as we were preparing our proposed budget for the upcoming fiscal year. Following some research, staff did in relation to comparable contracts that PSI has with other Villages, and our discussions and meeting with PSI, we were provided with the most recent proposal/agreement, which is attached.

The proposal/agreement language is nearly the same as our current language, with some recommended minor changes made by attorney Keating. The three-year costs proposed are as follows:

05/01/2020 to 04/30/2021	\$ 527,724.00
05/01/2021 to 04/30/2022	\$ 538,284.00
05/01/2022 to 04/30/2023	\$ 549,048.00

In the current fiscal year, which is year three of a three-year agreement with PSI, the Village is paying \$542,226.00. This is for six full-time employees, which comes out to a cost of \$90,371 per position. As this is a contract price, this cost-per-position is not only salary, but includes employee benefits such as health insurance, paid-time-off, and a retirement savings plan. It

also includes overall contract administration costs such as general and professional liability insurance, workers compensation, uniforms, and providing fill-in personnel for paid-time-off. As you will note, the initial two years of the proposed new agreement is actually less than the current fiscal year costs, bringing this cost-per-position down. This can be achieved due to a variety of reasons, including such things as employee turnover, employee tenure, etc. This proposal does though also indicate that PSI has been responsive to our budgetary concerns.

RECOMMENDATION:

Staff recommends renewing contract services with PSI for a three-year agreement, for a total cost of \$1,615,056.00. As has been previously stated, staff continues to be very satisfied with the levels of service provided by PSI and their standards. When challenges do arise, they are understanding and responsive to our needs. In addition, as you are well aware, our Emergency Medical Services are one of the most important services we provide our residents. Our EMS personnel deal with residents and their families at some of the worst times of their lives, and obviously in many instances, can directly affect the life or death of a resident. As such, it is imperative that the Village continues the quality service level we currently provide.

ACTION REQUESTED:

Discussion – Renewal of Paramedic/Firefighter Agreement - Motion: To Approve a Resolution Approving Proposal For Paramedic/Firefighter Services For 2020 Through 2023 As Submitted By Paramedic Services Of Illinois, Inc. (PSI)

If there is consensus, this item will be placed on the consent agenda for approval at the March 24, 2020 Village Board Meeting.

DOCUMENTATION:

- Contract proposal submitted for paramedic/firefighters from May 2020 through April of 2023.
- Resolution Approving Proposal for Paramedic/Firefighter Services for 2020 through 2023 as submitted by Paramedic Services of Illinois, Inc.

AGREEMENT TO PROVIDE PARAMEDIC PERSONNEL

THIS AGREEMENT made and entered into as of this 1st day of May, 2020, by and between THE VILLAGE OF LA GRANGE PARK, an Illinois Municipal Corporation, and PARAMEDIC SERVICES OF ILLINOIS, INC., an Illinois Corporation.

WITNESSETH

WHEREAS, the VILLAGE OF LA GRANGE PARK, an Illinois municipal corporation, seeks to provide emergency Paramedic ambulance service in order to preserve, protect and promote the public health, safety and general welfare;

WHEREAS, PARAMEDIC SERVICES OF ILLINOIS, INC., One Pierce Place, Suite 750W, Itasca, Illinois, 60143, an Illinois Corporation (hereinafter "PSI") seeks to provide to the VILLAGE OF LA GRANGE PARK paramedic personnel for emergency ambulance and other services on a time basis under the terms and conditions hereinafter set forth;

WHEREAS, the parties desire to commit their agreements and understandings to writing.

NOW, THEREFORE, in consideration of the premises, and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties to this Agreement do hereby agree as follows:

1. The recitals set forth above are hereby incorporated into and made a part of this Agreement.
2. PSI shall provide (6) six State Of Illinois licensed Paramedics, two of which are to be on duty at all times. Said Paramedics shall perform paramedical and other agreed upon duties for the exclusive use of THE LA GRANGE PARK FIRE DEPARTMENT. In the event of illness, vacation, or other vacancy caused by the absence of the regularly assigned PSI Paramedics, PSI shall provide replacement Paramedics.
3. PSI and its employees shall comply with all State and Federal laws, rules and regulations, including the regulations of the Illinois Department of Public Health, the codes, ordinances, rules and regulations of THE VILLAGE OF LA GRANGE PARK, the laws, ordinances and regulations of any governmental unit which has jurisdiction over PSI's operations pursuant to this Agreement, and the rules and regulations of the LOYOLA System of Mobile Intensive Care or any other similar System which THE LA GRANGE PARK FIRE DEPARTMENT has been designated to or chooses to operate under.
4. PSI Paramedics shall operate under the direction of and shall have scheduling approved by the LA GRANGE PARK FIRE CHIEF, or by any person designated by him. Paramedics assigned to LA GRANGE PARK FIRE DEPARTMENT shall fulfill any lawful duties and assignments as directed by THE LA GRANGE PARK FIRE CHIEF or his designated Officers.

5. PSI Paramedics shall have as their primary duty and responsibility the providing of advanced life support pre-hospital medical care to persons within the VILLAGE OF LA GRANGE PARK. In addition and as such, they shall respond to any calls for emergency services within or outside of the VILLAGE OF LA GRANGE PARK, in accordance with VILLAGE OF LA GRANGE PARK FIRE DEPARTMENT response procedures and mutual-aid agreements. Furthermore, other on-duty services shall be provided, including but not limited to: demonstrations of the ambulance and equipment; providing blood pressure screening services as scheduled by the LA GRANGE PARK FIRE DEPARTMENT.

6. PSI is responsible for the continuing professional education of PSI employees as designated or mandated by the LOYOLA System of Mobile Intensive Care or other regulating System, and the Illinois Department Of Public Health, or The State Of Illinois. On duty PSI paramedics may however participate in the "in-house" continuing education classes and testing as established by LA GRANGE PARK and the LOYOLA System of Mobile Intensive Care at no cost to PSI. It is understood that individual Paramedics assigned to LA GRANGE PARK are each responsible for accumulating clinical and didactic continuing education credit hours for recertification and shall provide to the LA GRANGE PARK FIRE DEPARTMENT evidence of having obtained same if requested by LA GRANGE PARK.

7. PSI Paramedics shall be called upon from time to time to perform the duties of a Firefighter. All Paramedics assigned to LA GRANGE PARK shall be State Of Illinois Certified Firefighter II in accordance with the State Of Illinois Office of The State Fire Marshall Division of Personnel and Standards requirements. Paramedics assigned to LA GRANGE PARK shall be informed by PSI of this requirement before reporting for duty at the LA GRANGE PARK FIRE DEPARTMENT. It is understood by both parties that the intent of the contract is to provide the VILLAGE OF LA GRANGE PARK two Paramedic/Firefighters per shift, but occasionally it may be necessary that Paramedics assigned to LA GRANGE PARK are not yet FFII certified. It is further understood by both parties that these Paramedics may only work at LA GRANGE PARK, and this situation shall only take place in LA GRANGE PARK, with the consent of the LA GRANGE PARK Fire Chief or his designates.

8. The Paramedics assigned to LA GRANGE PARK by PSI shall be employees of PSI, not The VILLAGE OF LA GRANGE PARK. PSI shall have the sole obligation to provide the Paramedics employed by PSI with health insurance, to make or cause to be made payments which may be due under the Worker's Compensation Act and to meet any and all other obligations which an employer may have under local, State and Federal laws. When requested, PSI shall provide to The VILLAGE OF LA GRANGE PARK evidence of current and paid up worker's compensation insurance for PSI employees assigned to LA GRANGE PARK.

9. Paramedics assigned to LA GRANGE PARK shall have experience as acceptable to the LA GRANGE PARK FIRE CHIEF.

10. Paramedics assigned to LA GRANGE PARK shall assist the LA GRANGE PARK EMS Coordinator in the efficient operations of the total EMS program.

11. Prior to assignment of service to LA GRANGE PARK, the LA GRANGE PARK FIRE CHIEF or his designee may interview Paramedics proposed for assignment to LA GRANGE PARK. A resume' of each Paramedic proposed for assignment to LA GRANGE PARK shall be provided by PSI to the LA GRANGE PARK FIRE CHIEF if requested. PSI shall certify in writing to THE LA GRANGE PARK FIRE CHIEF that Paramedics assigned to full time service to LA GRANGE PARK meet physical condition, physical agility and drug screening requirements as specified by LA GRANGE PARK. THE LA GRANGE PARK FIRE DEPARTMENT shall have the right to reject any Paramedic from service with THE LA GRANGE PARK FIRE DEPARTMENT for any reason (with or without cause) including but not limited to reasons of incompatibility and non-performance, and PSI shall replace such Firefighter within a reasonable amount of time. PSI shall give preference to hiring candidates referred by LA GRANGE PARK if said candidates meet PSI entrance requirements.

12. PSI and all Paramedic employees thereof shall be covered by comprehensive professional liability insurance as well as general liability insurance, with minimum policy limits of at least \$5,000,000.00. Proper proof of such insurance in the form of a certificate of insurance shall be provided to THE VILLAGE OF LA GRANGE PARK upon the execution of this Agreement and from time to time upon reasonable request. The insurance provider selected shall have a minimum rating of at least AVII according to AM Best Insurance Rating Schedule or, in the alternative, the insurance provider shall be otherwise satisfactory to the Village. PSI shall name the Village of La Grange Park, its Officials, agents, and employees as additional insured parties under said policy with respect to services provided by PSI pursuant to this agreement.

Except as provided for in paragraph 17 hereinbelow: PSI shall be liable and responsible for any claims, demands, causes of action, liabilities, fees, assessments, payments, obligations, debts, charges, fines and judgments that may arise which are solely attributable to the employment, acts, omissions, malfeasance, misfeasance, or other conduct of personnel it has assigned under this Agreement; and, in no way shall the Village be an insurer, actual or implied, for PSI, or accept liability or responsibility for the actions of its personnel from any damage or injury to Village personnel, property or equipment attributable to the gross negligence of any of its personnel.

PSI shall indemnify and hold harmless the Village, its officers, agents and employees from any claims, demands, causes of action, liabilities, fees, obligations, payments, debts, charges, assessments, fines, judgments, attorneys' fees, damage or injury assessed against the Village that are the sole responsibility of PSI hereunder. The Village will promptly notify PSI in writing in the event it is served with any claim or demand of which PSI may be liable and responsible hereunder.

13. In the event of simultaneous calls, or when more than one Mobile Intensive Care Unit is needed, comparable backup service will be provided by VILLAGE OF LAGRANGE PARK personnel, or by surrounding communities through THE VILLAGE OF LA GRANGE PARK mutual aid agreements.

14. PSI Paramedics assigned to LA GRANGE PARK shall be provided with uniforms and fire protective gear as specified by THE LA GRANGE PARK FIRE DEPARTMENT at the expense of PSI. No reference shall be made to PSI on any uniform, equipment, or supplies used in the LA GRANGE PARK FIRE DEPARTMENT EMS program.

15. PSI shall complete all necessary reports as requested by LA GRANGE PARK and as required by the State Of Illinois, and any agency of the United States of America, or any hospitals committed to by the LA GRANGE PARK FIRE DEPARTMENT, or for any other agency requiring information regarding the operation of a Mobile Intensive Care Unit.

16. The ambulance(s) and all equipment and supplies necessary to the operation of a Mobile Intensive Care Program shall be provided by THE VILLAGE OF LA GRANGE PARK FIRE DEPARTMENT. Such equipment and supplies shall meet or exceed standards of the Illinois Department of Transportation, Illinois Department of Public Health, Federal standards that are applicable to ambulance equipment and operations, and hospitals and MICU Systems committed to by THE LA GRANGE PARK FIRE DEPARTMENT.

17. PSI shall be required to provide only those services as set forth above. THE VILLAGE OF LA GRANGE PARK shall be responsible for providing liability insurance coverage for all motor vehicles, equipment and buildings utilized by PSI employees as directed by THE VILLAGE OF LA GRANGE PARK, and shall make certain that PSI is named as additional insured on said policies.

18. The above described services shall be provided for the time periods and payment(s) as follows:

Period 1 beginning May 1, 2020 and ending April 30, 2021 for the sum of \$527,724.00; and

Period 2 beginning May 1, 2021 and ending April 30, 2022 for the sum of \$538,284.00; and

Period 3 beginning May 1, 2022 and ending April 30, 2023 for the sum of \$549,048.00

payable as follows: payable in twelve equal installments due on the last day of each of the twelve months of service for each twelve-month period beginning with the month of May, 2020.

The parties agree that the VILLAGE OF LA GRANGE PARK may terminate this Agreement by giving (90) ninety days written notice thereof. Should LA GRANGE PARK terminate this Agreement prior to the contract expiration date, the parties agree that LA GRANGE PARK shall not hire PSI personnel

previously assigned to LA GRANGE PARK for a period of at least 120 days from the date that the termination becomes effective, not to exceed the contract expiration date.

19. PSI and THE VILLAGE OF LA GRANGE PARK each agree that at any time, and from time to time, to execute and deliver any and all documents reasonably requested by the other to carry out the intent of this Agreement.

20. This Agreement shall supercede the prior Agreement dated April 1, 2018 between THE VILLAGE OF LA GRANGE PARK and PSI. Except as specifically noted herein, this Agreement contains the entire Agreement between the parties to the transactions contemplated hereby, and all prior or contemporaneous agreements, understandings, representations and statements, oral and written, are merged herein.

21. The Village and PSI hereby agree that neither party shall discriminate on the basis of race, creed, color, sex, age, national origin, ancestry, religion, disability, or any other status protected by state or federal laws relating to discrimination in employment, or in carrying out their respective duties for the hiring, assignment, termination, transfer and selection of paramedic/firefighters covered by this agreement. PSI will also provide ambulance service without regard to race, creed, color, sex, age, national origin, ancestry, religion, disability, or any other status protected by state or federal laws.

22. The Village and PSI hereby recognize and declare that sexual harassment is illegal and against the employment policies of the Village and PSI. PSI shall have a written sexual harassment policy containing, at a minimum, the requirements set forth in Section 2-105 of the Illinois Human Rights Act, 775 ILCS 5/2-105. Proof of the establishment and dissemination of the policy shall be provided by PSI to the Village upon request.

23. All notices, requests or other communications under this Agreement shall be in writing and shall be deemed properly served upon delivery by hand to the parties to whom it is addressed or upon receipt if sent, postage prepaid by United States certified Mail, return receipt requested, addressed as follows:

- (a) IF INTENDED FOR THE LA GRANGE PARK FIRE DEPARTMENT
FIRE CHIEF
Village Of LA GRANGE PARK FIRE DEPARTMENT
447 North Catherine
La Grange Park, Illinois 60526

- (b) IF INTENDED FOR PARAMEDIC SERVICES OF ILLINOIS, INC.
LARRY A. ROBBINS
PARAMEDIC SERVICES OF ILLINOIS, INC.
One Pierce Place, Suite 750W
Itasca, Illinois 60143

or to other such addresses as the parties shall give notices herein provided.

24. The validity, meaning and effect of this Agreement shall be determined in accordance with the laws of the State Of Illinois applicable to contracts made and to be performed in that state.

25. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their prospective successors and assigns.

IN WITNESS HEREOF, the parties hereto have set their hands and seals on the date first written above.

VILLAGE MANAGER : _____

Julia A. Cedillo

ATTEST: _____

PARAMEDIC SERVICES OF ILLINOIS, INC.: _____
Larry A. Robbins, Vice President-Operations

ATTEST: _____

RESOLUTION NO. 20-05

**RESOLUTION APPROVING PROPOSAL
FOR PARAMEDIC/FIREFIGHTER SERVICES FOR 2020 THROUGH 2023
AS SUBMITTED BY PARAMEDIC SERVICES OF ILLINOIS, INC. (PSI)**

WHEREAS, the Village has received a proposal for a new service contract from Paramedic Services of Illinois, Inc. (PSI), to contract for paramedic/firefighter services from April 1, 2020 through April 30, 2023; and

WHEREAS, Paramedic Services of Illinois, Inc. (PSI) has been in business over 44 years, and is known to provide quality paramedic services to several other municipal fire departments and fire districts; and

WHEREAS, after consideration of the professional service capabilities available from contracting Paramedic Services of Illinois, Inc. (PSI) to provide paramedic/firefighter services to the Village of La Grange Park, and the level of service currently provided to the Village of La Grange Park, the Village has decided to enter into a new contract with Paramedic Services of Illinois, Inc. (PSI) to provide such services.

NOW, THEREFORE BE IT HEREBY RESOLVED, by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois:

1. That the Village of La Grange Park hereby approves the newly proposed Agreement to Provide Paramedic Personnel submitted by Paramedic Services of Illinois, Inc. (PSI).
2. The Village Manager is authorized and directed to execute an agreement with PSI consistent with the proposal submitted, following legal review and approval of the Village Attorney as to form.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 14th day of April 2020.

YES:

NO's:

ABSENT:

Approved this 14th day of April 2020.

Dr. James L. Discipio, Village President

ATTEST: _____
Meghan Kooi, Village Clerk

APPROVED AS TO FORM-
VILLAGE ATTORNEY _____

Administration Committee Divider

Amanda Seidel, Chairwoman

Michael Sheehan

James Kucera

Village Board Agenda Memo

Date: April 14, 2020
To: Village President & Board of Trustees
From: Emily Rodman, Assistant Village Manager
Julia Cedillo, Village Manager 
RE: **Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak**

GENERAL BACKGROUND

As provided by State law, Village President Discipio serves as the La Grange Park Liquor Commissioner. In his role as the Liquor Commissioner, President Discipio is responsible for the issuance of licenses and all aspects of an active license such as renewal, suspension, and revocation.

The COVID-19 outbreak has resulted in state and federal officials taking extreme measures in order to reduce and control the spread of the virus. Illinois Governor JB Pritzker issued an Executive Order in response to COVID-19 (No. 5) on March 16, 2020. Among other restrictions announced in the Order, is the suspension of on-premises dining and drinking in restaurants, bars, and similar establishments. Carry-out and curbside pick-up orders for food and beverages are still allowed. Executive Order No.18 extended the original closure from March 30 to April 30, 2020.

The Order has a significant impact on restaurants in La Grange Park and it is unknown at this time if the restrictions will be lifted or continued after April 30. To facilitate temporary actions as needed, it is recommended that the La Grange Park Liquor Commissioner be authorized to take temporary action through appropriate policies or the issuance of riders to current liquor licenses, in order to comply with State Executive Orders, or to mitigate the effects of the COVID-19 outbreak on liquor-licensed businesses. An ordinance authorizing the La Grange Park Liquor Commissioner to take the steps described in this report is attached for your consideration.

MOTION/ACTION REQUESTED

This item is for discussion and action.

Motion to Approve An Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak

STAFF RECOMMENDATION

Staff recommends approval of the attached ordinance in order to provide additional flexibility to Village restaurants with liquor licenses.

DOCUMENTATION

- **An Ordinance Authorizing the La Grange Park Liquor Commissioner to Act in Response to the COVID-19 Outbreak**
- **Example of Temporary Rider to be Issued to Liquor License Holder**

ORDINANCE NO. 1126

AN ORDINANCE AUTHORIZING THE LA GRANGE PARK LIQUOR COMMISSIONER TO ACT IN RESPONSE TO THE COVID-19 OUTBREAK

WHEREAS, Illinois Governor JB Pritzker issued Executive Order No. 7/COVID-19 Executive Order No. 5 on March 16, 2020 and Executive Order No. 18/COVID-19 Executive Order No. 16 on April 1, 2020 (collectively referred to as the "Orders") and in which he addressed concerns regarding the coronavirus and issued orders intended to protect public health and safety; and

WHEREAS, the Orders require the suspension of regular service of food and beverages on-premises in restaurants and other food service establishments, but permitting those establishments to serve food and beverages for carry-out and curbside pick-up; and

WHEREAS, temporary actions by the Village President, as La Grange Park Liquor Commissioner, may be necessary so that La Grange Park restaurants can maximize their ability to comport with the Orders and potential future orders or directives; and

WHEREAS, conditions related to COVID-19 also may require the La Grange Park Liquor Commissioner to extend, temporarily, the expiration dates of liquor licenses or fee payments;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of La Grange Park, Cook County, Illinois, as follows:

Section 1: The recitals stated above are incorporated into this Ordinance as findings of the Board of Trustees.

Section 2: The La Grange Park Liquor Commissioner is hereby authorized and directed to take temporary action, in the Commissioner's discretion, through policies

or issuance of riders on licenses, to comport with State executive orders or decrees, or to mitigate the effects of the COVID-19 outbreak on liquor-licensed businesses.

Section 3: This Ordinance will be in full force and effect after its passage and approval.

PASSED THIS DAY BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 14th day of April 2020.

AYES:

NAYS:

ABSENT:

Approved this 14th day of April 2020.

James L. Discipio
Village President

ATTEST:

Meghan Kooi
Village Clerk



**VILLAGE OF LA GRANGE PARK
TEMPORARY RIDER TO LIQUOR LICENSE NO. _____**

April 14, 2020

Temporary Sales of Carry-Out & Curbside Pick-Up of Bottled Wine, Pre-Packaged Beer, and Pre-Packaged Cocktail-Styled Drinks and Bottles of Liquor with food under Illinois Executive Order Regarding COVID-19 as of April 14, 2020.

This Temporary Rider will expire automatically either: (a) upon the issuance by the State of Illinois ("State") an executive order or other determination that restaurants may resume full operation of their establishments, including on-premises consumption of prepared food and alcoholic liquor; or (b) if any State-imposed order or determination supersedes local control of alcoholic liquor or is inconsistent with the conditions of this Rider.

The Licensee acknowledges that, as a holder of this Temporary Rider, the Licensee may not be in compliance with the Licensee's State of Illinois liquor license authorizing the sale of packaged wine, beer, or other alcoholic liquor.

The Licensee may sell the following pre-packaged alcoholic liquor: (a) bottled wine, (b) bottles of beer, (c) unopened, bottles of alcoholic liquor such as whiskey, bourbon, vodka, and gin, among others, and (d) pre-bottled cocktail-styled mixed drinks as provided by a third-party licensed distributor; all of which must be in conjunction with the sale of food for consumption off the licensed premises. This Temporary Rider does not permit sales of alcoholic liquor except in conjunction with the sale of carry-out or curbside pick-up meals prepared on the licensed premises. This Temporary Rider does not permit sale of any alcoholic drink prepared within the licensed premise.

This Temporary Rider does not authorize off-premises delivery of alcoholic beverages. All sales of alcohol must be made in accordance with the La Grange Park Liquor Code regarding the sale of alcohol only to persons over the age of 21.

The Licensee is responsible for compliance with all applicable State standards related to the sale of alcoholic liquor and with the applicable standards set forth in the State of Illinois Executive Order In Response to COVID-19 (COVID-19 Executive Order Nos. 5 & 18).

The Licensee is responsible for insurance coverage applicable to carry-out and curbside pick-up of alcoholic liquor.

The conditions stated in this Temporary Rider are deemed to be supplemental to and not inconsistent with the La Grange Park Code of Ordinances. Any violation of a condition stated in this Temporary Rider will be grounds for immediate suspension or revocation of this Temporary Rider by the Village.

Acknowledged and agreed to:

Signature: _____

Printed name: _____

Date: _____

Village Board Agenda Memo

Date: April 14, 2020
To: Village President & Board of Trustees
From: Emily Rodman, Assistant Village Manager
Julia Cedillo, Village Manager 
RE: **Resolution Excluding Emergency Responders of the Village from Certain Provisions of the Families First Coronavirus Response Act**

GENERAL BACKGROUND

On March 18, 2020, the President signed into law the Families First Coronavirus Response Act. This Act includes requirements for paid sick and emergency leave for all employees in the country due to the COVID - 19 virus pandemic. The Act recognizes the unique need our communities have for emergency responders and therefore provides for an exemption for these employees from the provisions of the Act.

The Act provides two specific benefits to employees:

1. The Emergency Family and Medical Leave Expansion Act expands the ability of employees to use FMLA for childcare related reasons related to COVID-19.
2. The Emergency Paid Sick Leave Act allows employees to take up to 10 days of sick leave related to COVID-19 (which cannot be deducted from their sick leave accruals).

The specific details under which employees may exercise the above leave rights are outlined in the attached staff memorandum.

So that the Village may ensure it has adequate staffing of emergency responders in case they are needed, staff recommends the Village exempt emergency responders from the Emergency Family and Medical Leave Expansion Act. However, in order to provide parity between emergency responders and other staff which are entitled to the Emergency Paid Sick Leave, staff does not recommend exempting them from this provision of the Act.

Staff will provide a verbal presentation of the two provisions of the Families First Coronavirus Response Act at the April 14th Village Board meeting.

MOTION/ACTION REQUESTED

This item is for discussion and action.

Motion to Approve a Resolution Excluding Emergency Responders of the Village of La Grange Park from Certain Provisions of the Families First Coronavirus Response Act

STAFF RECOMMENDATION

Staff recommends approve the attached resolution in order to maintain adequate service levels in the Police, Fire and Public Works Departments.

DOCUMENTATION

- Resolution Excluding Emergency Responders of the Village of La Grange Park from Certain Provisions of the Families First Coronavirus Response Act
- Staff Memo Regarding Families First Coronavirus Response Act

RESOLUTION NO. 20-06

A RESOLUTION EXCLUDING EMERGENCY RESPONDERS OF THE VILLAGE OF LA GRANGE PARK FROM CERTAIN PROVISIONS OF THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

WHEREAS, on March 18, 2020, the President of the United States signed into law the Families First Coronavirus Response Act ("FFCRA"); and

WHEREAS, the FFCRA includes requirements for paid sick and emergency leave due to the COVID-19 pandemic; and

WHEREAS, the FFCRA includes the "Emergency Family and Medical Leave Expansion Act" which temporarily expands the Family Medical Leave Act of 1993, and requires employers to provide employees with partially paid leave needed in relation to COVID-19 (i.e. "Public Health Emergency Leave"); and

WHEREAS, the FFCRA authorizes the employers of health care providers and emergency responders to elect to exclude such employees from the Public Health Emergency Leave; and

WHEREAS, the President of the United States has declared a national emergency in response to the COVID-19 outbreak; and

WHEREAS, the Village of La Grange Park (the "Village") must take action to provide for the continuation of essential services and provide for the health and safety of all Village residents; and

WHEREAS, the corporate authorities of the Village are expressly empowered to legislate to protect the health, safety and welfare of the residents of the Village; and

WHEREAS, the corporate authorities of the Village have determined that it is necessary to exclude its emergency responders from application of the Public Health

Emergency Leave provisions of the FFCRA, in order to enable the Village to continually respond to emergencies created by the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of La Grange Park, Cook County, Illinois, as follows:

Section 1: Incorporation of Preambles. The facts and statements contained in the preambles to this resolution are found to be true and correct and are hereby adopted as part of this resolution.

Section 2: Exclusion of Emergency Responders. The corporate authorities hereby exclude the Village's emergency responders (i.e. sworn members of the Village Fire Department, sworn members of the Village Police Department, and all full-time employees of the Public Works Department) from application of the Public Health Emergency Leave provision of the Families First Coronavirus Response Act.

Section 3: Effective Date. This Resolution shall be in full force and effect upon its passage and approval in accordance with law.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 14th day of April 2020.

AYES:

NAYS:

ABSENT:

Approved this 14th day of April 2020.

James L. Discipio
Village President

ATTEST:

Meghan Kooi
Village Clerk



Administrative Memorandum

Date: April 8, 2020
To: Julia Cedillo, Village Manager
From: Emily Rodman, Assistant Village Manager
RE: **Familles First Coronavirus Response Act (FFCRA) – Divisions C & E – UPDATED**

GENERAL BACKGROUND

The Families First Coronavirus Response Act (FFCRA) was passed on March 18, 2020 and goes into effect on April 1, 2020. The bill responds to the coronavirus outbreak by providing paid sick leave and free coronavirus testing, expanding food assistance and unemployment benefits, and requiring employers to provide additional protections for healthcare workers. The Department of Labor and the Department of Health and Human Services may issue rules further defining how these Acts apply to employers and employees.

This memo summarizes the relevance of Division C *Emergency Family and Medical Leave Expansion Act* and Division E *Emergency Paid Sick Leave Act* as it pertains to the Village, based on the current interpretation of the Acts by Abby Rogers, Employment Attorney with Engler Callaway Baasten & Sraga, LLC.

Under the FFCRA, all employees employed for at least 30 days (excluding emergency responders*), are entitled to additional FMLA benefits and additional sick leave benefits if they are unable to work or telework because:

1. They are subject to a Federal, State, or local quarantine order related to COVID-19;
2. Have been advised by a health care provider to self-quarantine related to COVID-19;
3. Are experiencing COVID-19 symptoms and are seeking a medical diagnosis;
4. Are caring for an individual subject to an order described in [1] or [2];
5. Are experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services; or
6. Are caring for a child whose school or place of care is closed for reasons related to COVID-19.

For reasons 1-5 above (quarantine or illness), full-time employees are eligible for two weeks (80 hours) of paid leave. This is *Emergency Sick Leave* pay and employers cannot require employees to use their accrued sick time to cover the leave. Part-time employees are

entitled to leave equivalent to the average number of hours they typically work over a two week period.

- If employees take *Emergency Sick Leave* because they are under quarantine or fall ill (reasons 1-3 above) they are entitled to pay at their regular rate up to \$511 per day.
- If employees take *Emergency Sick Leave* to care for someone else (reasons 4-6 above), they are entitled to pay at 2/3 their regular rate up to \$200 per day.

For reason 6 above (childcare), full-time employees are eligible for up to 12 weeks of leave. Under the *Emergency Family and Medical Leave Expansion Act* the first two weeks of leave are unpaid, however, employers may allow employees to use accrued time to cover the period. Employers may determine if an employee uses sick, vacation or compensatory time. The remaining ten weeks of leave are paid at 2/3 the employee's normal salary (capped at \$200 per day). The employee may elect to use accruals to "make up" the difference between the 2/3 employee pay and their full salary.

Employees may also elect to use their *Emergency Sick Leave Pay* to cover the first two weeks of FMLA leave. However, if they elect to use this time, it is paid at 2/3 their salary up to \$200 per day.

***Who is an Emergency Responder?** For the purposes of Employees who may be excluded from Paid Sick Leave or Expanded Family and Medical Leave by their Employer under the FFCRA, an emergency responder is anyone necessary for the provision of transport, care, healthcare, comfort and nutrition of such patients, or others needed for the response to COVID-19. This includes but is not limited to military or national guard, law enforcement officers, correctional institution personnel, fire fighters, emergency medical services personnel, physicians, nurses, public health personnel, emergency medical technicians, paramedics, emergency management personnel, 911 operators, child welfare workers and service providers, public works personnel, and persons with skills or training in operating specialized equipment or other skills needed to provide aid in a declared emergency, as well as individuals who work for such facilities employing these individuals and whose work is necessary to maintain the operation of the facility. This also includes any individual whom the highest official of a State or territory, including the District of Columbia, determines is an emergency responder necessary for that State's or territory's or the District of Columbia's response to COVID-19.

To minimize the spread of the virus associated with COVID-19, the Department encourages employers to be judicious when using this definition to exempt emergency responders from the provisions of the FFCRA.

Source: U.S. Department of Labor FFCRA Questions & Answers

Public Safety Committee Divider

Robert Lautner, Chairman

Jamie Zaura

Amanda Seidel

Village Board Agenda Memo

Date: April 14th, 2020

To: Village President and Board of Trustees

From: Julia Cedillo, Village Manager 
Tim Contois, Chief of Police 

Re: 8.5 Hour Patrol Schedule

GENERAL BACKGROUND:

The police department currently utilizes an 8-hour patrol schedule for patrol officers. The Chief of Police along with the administrative staff recently compiled data pertaining to an 8.5-hour patrol schedule and the impacts it would have. After analyzing the data, the Chief of Police is looking to modify the current 8-hour patrol schedule to a 1-year pilot 8.5-hour patrol schedule. This modified patrol schedule would affect all Fraternal Order of Police Union members along with the 4 non-union patrol sergeants.

This modification requires a Memorandum of Understanding between the Fraternal Order of Police members (patrol officers) and the Village of La Grange Park. A Memorandum of Understanding was drafted by the Village and approved by Village Attorney Keating. This Memorandum of Understanding was presented to the patrol officers and it was unanimously agreed upon.

With the change in the patrol work schedule for the union members comes a change in the work schedule for the sergeants. The sergeants work hours would also change from the current 8-hour to an 8.5-hour schedule to remain consistent with the patrol officers. This would also be a trial period for 1 year. If this 1-year pilot program was to be implemented into the next patrol officer contract, there would be a need to amend the Village Personnel Manual for hours worked at that time.

STAFF RECOMMENDATION:

Staff recommends the approval of the Memorandum of Understanding between the Village of La Grange Park and the Fraternal Order of Police.

MOTION / ACTION REQUESTED:

This item is being placed on the April 14th, 2020 Work Session for discussion and action.

Motion Authorizing staff to implement a 1-year pilot program modifying the current patrol officer work schedule from an 8-hour shift to an 8.5-hour shift.

DOCUMENTATION:

- Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

The Village of LaGrange Park and the Illinois Fraternal Order of Police hereby agree to amend the Collective Bargaining Agreement as follows:

1. The Village will implement an 8 ½-hour workday for the period of May 1, 2020 through April 30, 2021. At the conclusion of this trial period, this Memorandum of Understanding will expire and the current 8-hour workday will resume. This memorandum of understanding does not apply to the detective assignment, and all provisions of the collective bargaining agreement remain unaltered with respect to the detective assignment.
2. Article IX, Section 2 of the collective bargaining agreement will provide as follows for employees assigned to an 8 ½-hour work day:

The work period as defined by federal law for all officers shall be fourteen (14) consecutive days, with the first such period beginning on Monday, and ending on Sunday. All hours that an officer is in pay status shall be counted as hours worked for purposes of computing overtime.

3. The days off rotation for employees assigned to an 8 ½-hour work day will be five (5) working days on, followed by two (2) days off, then five (5) working days on, followed by three (3) days off (5-2/5-3).
4. The shift rotations, unless otherwise assigned by management, will be: 6:30 a.m. – 3:00 p.m., 2:30 p.m. – 11:00 p.m. and 10:30 p.m. – 7:00 a.m for employees assigned to an 8 ½-hour work day. Hours of work shall otherwise be administered per Article IX, Section 3 of the collective bargaining agreement.
5. Article IX, Section 4 of the collective bargaining agreement will provide as follows for employees assigned to an 8 ½-hour work day:

Overtime which has been duly authorized or approved shall be compensated as follows:

All hours in excess of an employee's regularly worked and/or compensated hours in a 14-day work period shall be compensated at the rate of one and one-half (1-1/2) times the regular hourly rate (hourly rate determined by dividing the annual salary by 2080).

All overtime calculations shall be rounded ahead to the nearest quarter hour. Cash payments for overtime shall accrue only after the officer has worked a minimum of eight (8) minutes of work on any day of the week beyond the officer's full regularly scheduled shift if the officer has otherwise met the forty (40) hour weekly threshold required for the commencement of payment of cash overtime.

6. A full day use of vacation, sick and personal leave will amount to 8.5 hours. Any partial-day use of benefit time must be taken in whole hour increments.

7. An officer who is assigned by the Village to attend training will be credited with a full 8 ½-hour shift for each full day of training.
8. Holidays paid and/or worked are assigned as 8-hour work days while bereavement days are assigned as an 8 ½ hour work day.
9. An employee's salary and hourly rate of pay will continue to be based upon 2,080 hours per 52-week work year. Depending on the shift assignment, employees working an 8 ½-hour shift will work between six (6) and thirty-one and a half (31.5) fewer hours each year. Employee will be required to pay back the hours to reach 2,080 hours per 52 week work year through a reduction in benefit time as follows:

<i>Number of short hours below 2,080</i>	<i>Source of repayment</i>
6 hours	Vacation, Comp Time
13.5 hours	Floating holiday, vacation, comp time
23 hours	Floating holiday, safety day (if awarded), vacation, comp time
31.5 hours	Floating holiday, safety day (if awarded), vacation, comp time

10. Employees are required to pay back the balance of hours with the first paycheck following the end of this trial period. An employee who does not repay the amount due and owing will have received an overpayment. The employee will be required to enter into a repayment agreement with the Village at that time consenting to the repayment of the overpayment. The agreement will follow the form of the attached.
11. This Memorandum of Understanding shall be without prejudice to the parties' future ability to bargain different terms and will not be considered binding or precedential on the parties beyond the one-year trial term.

FRATERNAL ORDER OF POLICE
LABOR COUNCIL

VILLAGE OF LAGRANGE PARK

Richard Stumpf 3/24/20

Signature

Signature

Field Representative

Title

Title

PAYROLL DEDUCTION AUTHORIZATION

I, _____, acknowledge that I was overpaid my salary by the Village for the period of May 1, 2020 through April 30, 2021. I agree that the overpayment is in the amount of \$ _____.

I acknowledge that it is my responsibility to repay the Village for the excess compensation and agree to repay the Village in the amount of _____. I agree that the amount I owe of \$ _____ will be repaid by me through a [payroll deduction of \$ _____ OR reduction in vacation accrual of _____ days] per paycheck beginning on _____, 2021 and ending on _____, 2021.

I recognize that the Village will deduct any sums I owe from my gross wages on an after-tax basis. I voluntarily consent to the Village deducting sums from my paychecks consistent with this Agreement.

Further, I expressly agree to consent to the deduction of any amount owed to the Village under this Agreement, consistent with applicable law, from any and all compensation, earned vacation or any other amounts that I may otherwise be owed upon termination of the employment relationship, even if such deduction is greater than 15% of my final pay. If any further amounts are owed upon termination of the employment relationship following deduction from my final compensation, I agree to repay all remaining amounts deducted from my final pay.

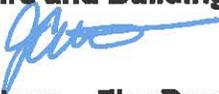
Employee Signature

Date

Village Board Agenda Memo

Date: April 7, 2020

To: President and Board of Trustees

From: Dean J. Maggos, Director of Fire and Building
Julia Cedillo, Village Manager 

Re: Occupational Medical Evaluations – Fire Department Candidates

GENERAL BACKGROUND:

This past January, we hired nine new Fire Department Candidates. As a conditional offer of employment, each Candidate had to successfully complete a medical evaluation. These medical evaluations are used to determine fitness for duty in accordance with the requirements of NFPA 1582: Standard on Comprehensive Occupational Medical Program for Fire Departments. These evaluations are also used to comply with the Occupational Safety and Health Act's Standard for Respiratory Protection (1910.134), as adopted by the Illinois Department of Labor for state and local government workers.

In the past, we have used the Fire Department's primary Health Care Provider, Health Endeavors, SC, to perform such. Unfortunately, based upon our time frame to get the Candidates into the Fire Academy, Health Endeavors could not accommodate us. As such, Candidates were sent to Concentra Occupational Health Centers of Illinois, P.C., which is our Village's overall Occupational Health provider.

These medical evaluations were conducted this past December and January, at a total cost of \$17,840.50. We paid an initial invoice of \$3,041.50, but have a remaining balance of \$14,799.00 yet to be paid to Concentra.

These costs were more than expected, because Concentra charges more for the cost of these services than our regular Fire Department medical provider does, and that we hired nine Candidates based upon needs in the Fire Department as opposed to the planned six. As such, we are holding off on conducting annual medical evaluations of our incumbent personnel until after the start of the new fiscal budget year to accommodate for such in the current fiscal year budget.

RECOMMENDATION:

Staff recommends the payment of \$14,799.00 to Concentra Occupational Health Centers of Illinois, P.C., for Fire Department Candidate Pre-Employment Medical Evaluations.

ACTION REQUESTED:

Discussion & Action – Payment for Pre-Employment Medical Evaluations – *Motion to approve the payment of \$14,799.00 to Concentra Occupational Health Centers of Illinois, P.C., for Fire Department Candidate Pre-Employment Medical Evaluations.*

This item is being brought to the Village Board for formal approval as it exceeds the Village Manager's spending authority.

DOCUMENTATION:

- Invoice Numbers 1012096749, 1012110430, 1012135456 from Concentra Occupational Health Centers of Illinois, P.C.

INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888)378-2566

Invoice Date: 12/20/2019 - 01/07/2020
Date Printed: 03/04/2020

Tax Id: [REDACTED]
Account: [REDACTED]
Invoice: 1012135456 **Balance:** \$1347.50

Bill To: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

Location: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE

Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmnts
The Following Services Performed at CMC - Chi Darien					
12/20/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter TDaP Vaccine Varicella-Zoster IgG Antibody 44 Vision Ishihara/Color Vision Titmus/Color Perception Audiogram BMI/ Body Mass Index Non Reg UDS 10 Panel PrePlacemen OSHA Respirator Questionnaire Physical PrePlacement Pulmonary Function Test Respirator Physical TB Skin Test Step 2 U/A Dipstick X-Ray Chest-2 View	1009.50	
The Following Services Performed at CMC - Chi Bellwood					
01/07/2020	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	

Balance Due: 91347.50

Remit To: Occupational Health Centers
of Illinois, P.C.
Account: [REDACTED]
Inv Date: 12/20/2019 - 01/07/2020

We appreciate your business. For your convenience we accept all major credit cards. Please reference the invoice number when remitting payment. Please contact our Central Business Office at 888-378-2566 for additional information.

INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888)378-2566

Invoice Date: 12/21/2019 - 01/03/2020
Date Printed: 03/04/2020

Tax Id: [REDACTED]
Account: [REDACTED]
Invoice: 1012110430 **Balance:** \$3965.50

Bill To: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

Location: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE.

Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Prnts / Adjmnts
The Following Services Performed at CMC - Chi Darien					
12/21/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Audiogram Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Hep B Surface Antibody Qual 499S Lipid Panel 7600SB Non Reg UDS 10 Panel PrePlacemen OSHA Respirator Questionnaire Physical PrePlacement Pulmonary Function Test Respirator Physical TB Skin Test Step 2 Tdap Vaccine U/A Dipstick Varicella-Zoster Virus IgM Antib Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View BMI/ Body Mass Index MMR Titer 5259	1500.50	
12/28/2019	[REDACTED]	XX/XX/XXXX	TB test Read TB Skin Test Step 2	52.00	
12/31/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter TB Skin Test Step 2	52.00	
01/02/2020	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter TB Skin Test Step 2	52.00	
01/02/2020	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Audiogram BMI/ Body Mass Index Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Gamma Glutyl Transferase (GGTP)- Hep B Surface Antibody Quant 847 TB Skin Test U/A Dipstick Urinalysis Complete 5463SB Varicella-Zoster IgG Antibody 44	1581.00	

Remit To: Occupational Health Centers
of Illinois, P.C.
Account: [REDACTED]
Inv Date: 12/21/2019 - 01/03/2020

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INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888) 378-2566

Invoice Date: 12/21/2019 - 01/03/2020

Date Printed: 03/04/2020

Tax Id: [REDACTED]

Account: [REDACTED]

Invoice: 1012110430 **Balance:** \$3965.50

Bill To: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

Location: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

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Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmts
			Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View Physical PrePlacement OSHA Respirator Questionnaire Lipid Panel 7600SB MMR Titer 5259 Non Reg UDS 10 Panel PrePlacemen Pulmonary Function Test Respirator Physical		
01/03/2020	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter TB Skin Test Step 2	52.00	
The Following Services Performed at CMC - Chi Bellwood					
12/31/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	
01/02/2020	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	

Balance Due: \$3965.50

Remit To: Occupational Health Centers
Account: of Illinois, P.C.
Inv Date: 12/21/2019 - 01/03/2020

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Concentra

INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888)378-2566

Invoice Date: 12/19/2019 - 12/30/2019
Date Printed: 03/04/2020

Tax Id: [REDACTED]
Account: [REDACTED]
Invoice: 1012096749 **Balance:** \$9486.00

Bill To: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

Location: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

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Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmnts
The Following Services Performed at CMC - Chi Darien					
12/19/2019	[REDACTED]	[REDACTED]	Phys PrePl Firefighter Lipid Panel 7600SB MMR Titer 5259 Non Reg UDS 10 Panel PrePlacemen OSHA Respirator Questionnaire Physical PrePlacement Pulmonary Function Test Respirator Physical TB Skin Test Step 2 Tdap Vaccine U/A Dipstick Urinalysis Complete 5463SB Varicella-Zoster IgG Antibody 44 Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View Audiogram Comprehensive Metabolic Panel (C BMI/ Body Mass Index Complete Blood Count (CBC) w/Dif Gamma Glutyl Transferase (GGTP)- Hep B Surface Antibody Quant 847	1684.50	
12/20/2019	[REDACTED]	[REDACTED]	Phys PrePl Firefighter Audiogram BMI/ Body Mass Index Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Gamma Glutyl Transferase (GGTP)- Lipid Panel 7600SB MMR Titer 5259 Non Reg UDS 10 Panel PrePlacemen OSHA Respirator Questionnaire Physical PrePlacement Pulmonary Function Test Respirator Physical TB Skin Test Step 2 Tdap Vaccine U/A Dipstick Urinalysis Complete 5463SB Varicella-Zoster IgG Antibody 44	1684.50	

Remit To: Occupational Health Centers
of Illinois, P.C.
Account: [REDACTED]
Inv Date: 12/19/2019 - 12/30/2019

We appreciate your business. For your convenience we accept all major credit cards. Please reference the invoice number when remitting payment. Please contact our Central Business Office at 888-378-2566 for additional information.

PAYMENT DUE UPON RECEIPT

Concentra

INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888)378-2566

Invoice Date: 12/19/2019 - 12/30/2019

Date Printed: 03/04/2020

Tax Id: [REDACTED]

Account: [REDACTED]

Invoice: 1012096749 **Balance:** \$9486.00

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PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE.

Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmts
12/24/2019	[REDACTED]	XX/XX/XXXX	Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View Hep B Surface Antibody Quant 847	1575.00	
12/26/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Audiogram BMI/ Body Mass Index Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Gamma Glutyl Transferase (GGTP)- Hep B Surface Antibody Quant 847 Respirator Physical TB Skin Test U/A Dipstick Urinalysis Complete 5463SB Varicella-Zoster IgG Antibody 44 Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View Non Reg UDS 10 Panel PrePlacemen Lipid Panel 7600SB MMR Titer 5259 OSHA Respirator Questionnaire Physical PrePlacement Pulmonary Function Test	1065.00	

Remit To: Occupational Health Centers
of Illinois, P.C.

Account: [REDACTED]

Inv Date: 12/19/2019 - 12/30/2019

We appreciate your business. For your convenience we accept all major credit cards. Please reference the invoice number when remitting payment. Please contact our Central Business Office at 888-378-2566 for additional information.

INVOICE

Remit To: Occupational Health Centers
of Illinois, P.C.
PO Box 488
Lombard, IL 60148-0488
(888)378-2566

Invoice Date: 12/19/2019 - 12/30/2019
Date Printed: 03/04/2020

Tax Id: [REDACTED]
Account: [REDACTED]
Invoice: 1012096749 **Balance:** \$9486.00

Bill To: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

Location: Village of La Grange Park
Attn: Emily Rodman
447 N Catherine Ave
La Grange Park, IL 60526-2006

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE.

Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmnts
12/26/2019	[REDACTED]	[REDACTED]	Phys PrePl Firefighter TB Skin Test Step 2	52.00	
12/27/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Audiogram EMI/ Body Mass Index Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Gamma Glutyl Transferase (GGTP)- Pulmonary Function Test TB Skin Test Tdap Vaccine U/A Dipstick Urinalysis Complete 5463SB Varicella-Zoster IgG Antibody 44 Vision Ishihara/Color Vision Titmus/Color Perception X-Ray Chest-2 View MMR Titer 5259 Respirator Physical Hep B Surface Antibody Quant 847 Lipid Panel 7600SB Non Reg UDS 10 Panel PrePlacemen OSHA Respirator Questionnaire Physical PrePlacement	1684.50	
12/28/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Complete Blood Count (CBC) w/Dif Comprehensive Metabolic Panel (C Gamma Glutyl Transferase (GGTP)- Hep B Surface Antibody Quant 847 Lipid Panel 7600SB MMR Titer 5259 Varicella-Zoster IgG Antibody 44	726.50	
The Following Services Performed at CMC - Chi Bellwood					
12/26/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	
12/27/2019	[REDACTED]	XX/XX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	

Remit To: Occupational Health Centers
of Illinois, P.C.
Account: [REDACTED]
Inv Date: 12/19/2019 - 12/30/2019

We appreciate your business. For your convenience we accept all major credit cards. Please reference the invoice number when remitting payment. Please contact our Central Business Office at 888-378-2566 for additional information.



INVOICE

Tax Id: [REDACTED]
 Account: [REDACTED]
 Invoice: 1012096749 Balance: \$9486.00

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Bill To: Village of La Grange Park
 Attn: Emily Rodman
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 La Grange Park, IL 60526-2006

Location: Village of La Grange Park
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 447 N Catherine Ave
 La Grange Park, IL 60526-2006

PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE.

Date	Name / PO Number	SSN / Birth date	Charge Description	Charge Amount	Pmts / Adjmnts
12/30/2019	[REDACTED]	XXXXXX/XXXX	Phys PrePl Firefighter Cardiovascular Stress Test	338.00	

Balance Due: \$9486.00

Remit To: Occupational Health Centers
 Account: of Illinois, P.C.
 Inv Date: 12/19/2019 - 12/30/2019

We appreciate your business. For your convenience we accept all major credit cards. Please reference the invoice number when remitting payment. Please contact our Central Business Office at 888-378-2566 for additional information.

Village Board Agenda Memo

Date: April 8, 2020
To: Village President & Board of Trustees
From: Julia Cedillo, Village Manager
Tim Contois, Police Chief
Dean Maggos, Fire Chief
RE: **Resolution Updating the Intergovernmental Agreement for the Lyons Township Communications Center (LTACC)**

PURPOSE

To approve a Resolution updating the Intergovernmental Agreement (IGA) governing the Lyons Township Communications Center (LTACC), our combined dispatch and communications system with the Villages of La Grange and Western Springs.

GENERAL BACKGROUND

LTACC was the first license granted under the State's mandatory PSAP consolidation law, PA 99-006. The IGA that governs the operations and management of the center was approved by the La Grange Park Village Board in November 2015. The center went live in March 2017. The LTACC Boards, along with Executive Director Mike O'Connor have identified a number of updates necessary to the IGA, since much has changed from the time of implementation three years ago. Those updates are included in the attached draft IGA, and are outlined in a summary memorandum from LTACC attorney, Mike Jurusik. LTACC is seeking approval of the updated IGA from the member communities and wishes to do so before accepting any new members. The City of Countryside Police Department is poised to join LTACC in 2020.

An abbreviated summary of updates are as follows:

- Includes applicable statutory references.
- Removes all implementation protocols now that the center is operational.
- Identifies a reserve practice at 25% or more of the annual budget.
- Changes the term of the Executive Board Chair to 2 years (from 1).
- Updates the assessment formula where 60% attributable to Police, based on the communities' percentage of overall sworn officers; 40% of the assessment is attributable to Fire, based on the percentage of overall total calls for service.
- Updated the Executive Director's duties and responsibilities.

MOTION/ACTION REQUESTED

This item is for discussion and action.

Motion To Approve A Resolution Approving And Authorizing The Execution Of An Updated Version Of An Intergovernmental Agreement Entered Into By The Villages Of La Grange, La Grange Park And Western Springs Relative To An Intergovernmental Cooperative Venture Known As The "Lyons Township Area Communications Center" For The Operation And Maintenance Of A Combined Dispatch And Communication System

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution.

DOCUMENTATION

- A Memo from LTACC Attorney Mike Jurusik (KTJ) providing an overview of changes to the IGA, dated February 25, 2020.
- Resolution Approving And Authorizing The Execution Of An Updated Version Of An Intergovernmental Agreement Entered Into By The Villages Of La Grange, La Grange Park And Western Springs Relative To An Intergovernmental Cooperative Venture Known As The "Lyons Township Area Communications Center" For The Operation And Maintenance Of A Combined Dispatch And Communication System.
- The LTACC Intergovernmental Agreement (updated)



20 N. Wacker Drive, Ste 1680
Chicago, Illinois 60606-2903
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10
Orland Park, Illinois 60462-5353
T 708 349 3888 F 708 349 1508

mtjrusaik@ktjlaw.com
DD 312-984-8432

www.ktjlaw.com

MEMORANDUM

TO: President Mark Kuchler and Board of Trustees,
Village of La Grange

President James Disciplo and Board of Trustees,
Village of La Grange Park

President Alice F. Gallagher and Board of Trustees,
Village of Western Springs

FROM: Michael T. Jurusik

DATE: February 25, 2020

RE: Updated Version of Intergovernmental Agreement for Lyons Township Area
Communications Center ("LTACC")

Per the direction of the LTACC Operating Board and Board of Directors, I have enclosed the following documents in regard to the above-referenced matter for your consideration and final action at a upcoming Village Board meetings:

1. A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM (Village of La Grange, Cook County, Illinois).
2. A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM (Village of La Grange Park, Cook County, Illinois).
3. A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM (Village of Western Springs, Cook County, Illinois).

4. **UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM (LTACC IGA – VERSION 2020).** [A redlined version of the IGA is enclosed for ease of reference, showing the deleted text and added or revised text, and a "clean" final version of the IGA is enclosed with the amendments incorporated into the document, copies of which should be attached as **Exhibit "A"** to the enclosed Resolutions and copies can be executed by the Village Presidents and Village Clerks]

For information purposes, I have also enclosed a copy of a draft, updated Job Description of the LTACC Executive Director Position. The Job Description will be approved by the LTACC Board of Directors in accordance with the IGA.

Summary of the Amendments Contained in the Updated IGA:

1. **General Amendment throughout IGA:** Removal of certain internal references to state laws that have been repealed (e.g., Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*) and Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*)).
2. **Page 2:** Removal of text pertaining to preliminary and completed activities, like conducting a feasibility study that related to the formation of LTACC.
3. **Article I (Lyons Township Area Communications Center Established).** Removal of text pertaining to initial LTACC Implementation matters, including the deletion of certain definitions (e.g., Capital Implementation Budget, Capital Implementation Costs, Start-Up Operating Budget and Start-Up Operating Costs) and updating certain other definitions (e.g., Reserve Fund).
4. **Article II (Board of Directors).** Providing for a two (2) year service term for the Chair of the Board of Directors.
5. **Article III (Powers of Board of Directors).** Removal of certain internal references to state laws that have been repealed; and removal of certain deleted definitions and initial LTACC implementation activities and items that have been completed or are no longer applicable.
6. **Article IV (Finances).** Removal of certain deleted definitions and initial LTACC implementation activities and items that have been completed or are no longer applicable; amendments to the Annual Operating Costs Allocation Formula; amendments to the Treasurer position; removal of the provision dealing with a one-time credit for surcharge payments; and removal of text pertaining to the now-completed termination of the local Emergency Telephone System Boards.
7. **Article V (Operating Board and Joint Emergency Telephone System Board).** Amendments to the service terms of the Chair of the Operating Board; Amendments to Joint Emergency Telephone System Board membership to include a PSAP Representative per a recently enacted state law.
8. **Article VI (Executive Director).** Removal of certain deleted definitions and initial LTACC implementation activities and items that have been completed or are no longer applicable; update of certain job duties and tasks of the Executive Director.
9. **Article VII (Personnel Matters).** Amendments to text regarding initial application to the Illinois Municipal Retirement Fund (IMRF) for coverage of its employees.
10. **Article VIII (Insurance).** Amendments to text regarding initial application for insurance coverage for LTACC and its operations.
11. **Article IX (Additional Members).** No amendments.
12. **Article X (Withdrawal, Termination And Dissolution).** No amendments.

13. **Article XI (Contracts).** No amendments.
14. **Article XII (Dispatch Center And Facilities).** Removal of text regarding an Alternate LTACC Dispatch Center; amendments to text pertaining to LTACC's assignment and assumption of the NET-WEST Radio Transmission Intergovernmental Cooperation Agreement ("NET-WEST IGA"); removal of the text regarding the now-completed registration and certification activities with the Illinois Commerce Commission and the Office of Statewide 9-1-1 Administrator of the Illinois Department of State Police.
15. **Article XIII (Indemnification).** No amendments.
16. **Article XIV (Public Works/ESDA/Administrative Dispatching).** No amendments.
17. **Article XV (Lead Agency).** No amendments.
18. **Article XVI (Miscellaneous).** No amendments.
19. **Exhibits.** Amendments to the Exhibits to be consistent with the other amendments.

If there are any questions, please feel free to contact me.

Mike

Enclosures

cc: Ingrid S. Velkme, Village Manager, Village of Western Springs (w/ encls.)
Brian Budds, Director of Law Enforcement Services, Village of Western Springs (w/ encls.)
Pat Kenny, Director of Fire and Emergency Medical Services, Village of Western Springs (w/ encls.)
Elaine Haeske, Deputy Clerk, Village of Western Springs (w/ encls.)
Patrick Schramm, Director of IT, Village of Western Springs (w/ encls.)
Michael O'Connor, Executive Director, LTACC (w/ encls.)
LTACC Board of Directors (w/ encls.)
Julia Cedillo, Village Manager, Village of La Grange Park (w/ encls.)
Andreana Peterson, Village Manager, Village of La Grange (w/ encls.)

RESOLUTION NO. 20-07

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
AN UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO
BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS
RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS
THE "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION
AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM**

(Village of La Grange Park, Cook County, Illinois)

WHEREAS, in 2015, the Village of La Grange, an Illinois municipal corporation ("La Grange"), the Village of La Grange Park, an Illinois municipal corporation ("La Grange Park"), and the Village of Western Springs, an Illinois municipal corporation ("Western Springs"), (collectively referred to as the "Participating Agencies" or "Parties"), entered into an intergovernmental agreement, entitled "Intergovernmental Agreement Entered Into By The Villages Of La Grange, La Grange Park And Western Springs To Establish An Intergovernmental Cooperative Venture Known As The 'Lyons Township Area Communications Center' For The Operation and Maintenance Of A Combined Dispatch And Communication System" (the "Agreement" or "IGA"), for the purpose of establishing an intergovernmental cooperative venture known as the "Lyons Township Area Communications Center" (also referred to as "LTACC") for the operation and maintenance of a centralized, combined emergency services dispatch and communication system that includes 9-1-1 services and wireless E-9-1-1 services (the "System") that will service each of the Participating Agencies; and

WHEREAS, the LTACC has been constructed and now is operated in accordance with the IGA. The LTACC provides communication services for law enforcement, fire, ambulance and other emergency communication systems for the mutual benefit of the members of the LTACC (the "Services") and is available to provide such Services on a contract basis to other public agencies. In addition, the LTACC also provides a forum for discussion, study, development and implementation of recommendations of mutual interests regarding communications, information systems, statistical matters and criminal justice, fire safety, emergency medical and telephone emergency request systems, public safety information, communication and data processing within portions of Cook and Du Page Counties, Illinois and other geographic areas as may be served by the LTACC; and

WHEREAS, the Participating Agencies desire to make certain amendments to the IGA consisting of: (a) removal of certain internal references to state laws that have been repealed (e.g., Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*) and Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*)); (b) removal of text pertaining to preliminary and completed activities, like conducting a feasibility study, that related to the formation of LTACC; (c) removal of text pertaining initial LTACC implementation matters (e.g., Capital Implementation Budget and Start-Up Operating Budget); (d) providing for a two (2) year service term for the Chair of the Board of Directors; (e) amending the Annual Operating Costs Allocation Formula; (f) amendments to the Treasurer position; (g) removal of the provision dealing with a one-time credit for surcharge payments; (h) removal of text pertaining to the now-completed termination of the local Emergency Telephone System Boards; (i) amending the service terms of the Chair of the Operating Board; (j) update certain job duties and tasks of the Executive Director; (k) amendments to text regarding initial application to the Illinois Municipal Retirement Fund (IMRF) for coverage of its employees; (l) amendments to text regarding initial

application for insurance coverage for LTACC and its operations; (m) removal of text regarding an Alternate LTACC Dispatch Center; (n) amend the text pertaining to LTACC's assignment and assumption of the NET-WEST Radio Transmission Intergovernmental Cooperation Agreement ("NET-WEST IGA"); (o) removal of the text regarding the now-completed registration and certification activities with the Illinois Commerce Commission and with the Office of Statewide 9-1-1 Administrator of the Illinois Department of State Police; and (p) amendments to the Exhibits to be consistent with the other amendments. A copy of the updated version of the IGA is attached to this Resolution as Exhibit "A" and made a part hereof; and

WHEREAS, in order for the amendments to become effective, the Corporate Authorities of each of the Participating Agencies are required to vote in favor of the attached updated version of the IGA by approving a Resolution that contains the same authorizing content and is in substantially the same format as this Resolution; and

WHEREAS, the Corporate Authorities of the Village of La Grange Park, Cook County, Illinois find that it is in its best interests to authorize the approval and execution of the attached updated version of the IGA; and

WHEREAS, the Corporate Authorities of each of the Participating Agencies are authorized to approve and enter into the attached updated version of the IGA under the applicable provisions pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)) and the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)).

NOW, THEREFORE, BE IT RESOLVED BY THE CORPORATE AUTHORITIES OF THE VILLAGE OF LA GRANGE PARK, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Each Whereas paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: The Corporate Authorities of the Village of La Grange Park, Cook County, Illinois approve and authorize the execution of the attached "Intergovernmental Agreement Entered Into By The Villages Of La Grange, La Grange Park And Western Springs To Establish An Intergovernmental Cooperative Venture Known As The 'Lyons Township Area Communications Center' For The Operation and Maintenance Of A Combined Dispatch And Communication System (LTACC IGA – Version 2020)" (Exhibit "A"). In addition, the Corporate Authorities authorize and direct the Village President and Village Clerk, or their designees, to execute and submit signed original signature pages for the LTACC IGA – Version 2020, certified copies of this Resolution and such other documents as are necessary to fulfill all of the applicable obligations under the LTACC IGA – Version 2020. The Village Clerk shall transmit signed original signature pages for the LTACC IGA – Version 2020 and certified copies of this Resolution to the presiding officers of the other Participating Agencies and the Executive Director of the LTACC within ten (10) calendar days of approval of this Resolution.

ADOPTED this ____ day of _____, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2020, by the Village President of the Village of La Grange Park, and attested by the Village Clerk, on the same day.

James Discipio, Village President

ATTEST:

Meghan Kooi, Village Clerk

EXHIBIT "A"

**INTERGOVERNMENTAL AGREEMENT ENTERED INTO
BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS
RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS
THE "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION
AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM**

(LTACC IGA – VERSION 2020)

(attached)

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATE

I, Meghan Kooi, the duly elected and qualified Village Clerk of the Village of La Grange Park, Cook County, Illinois, certify that attached hereto is a true and correct copy of the Resolution now on file in my office, entitled:

RESOLUTION NO. 20-07

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN UPDATED VERSION OF AN INTERGOVERNMENTAL AGREEMENT ENTERED INTO BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS RELATIVE TO AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS THE "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM

(Village of La Grange Park, Cook County, Illinois)

which was passed by the Board of Trustees of the Village of La Grange Park at a regular meeting held on the 14th day of April, 2020, at which meeting a quorum was present, and approved by the President of the Village of La Grange Park on the 14th day of April, 2020.

I further certify that the vote on the question of the passage of the said Resolution by the Board of Trustees of the Village of La Grange Park was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the Board of Trustees of the Village of La Grange Park, and that the result of said vote was as follows, to-wit:

AYES: _____

NAYS: _____

ABSENT: _____

I do further certify that the original Resolution, of which the attached is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of La Grange Park, this 14th day of April, 2020.

Meghan Kooi, Village Clerk

**INTERGOVERNMENTAL AGREEMENT ENTERED INTO
BY THE VILLAGES OF LA GRANGE, LA GRANGE PARK AND WESTERN SPRINGS
TO ESTABLISH AN INTERGOVERNMENTAL COOPERATIVE VENTURE KNOWN AS
THE "LYONS TOWNSHIP AREA COMMUNICATIONS CENTER" FOR THE OPERATION
AND MAINTENANCE OF A COMBINED DISPATCH AND COMMUNICATION SYSTEM**

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is entered into on the Effective Date hereinafter set forth, by the Village of La Grange, an Illinois municipal corporation ("La Grange"), the Village of La Grange Park, an Illinois municipal corporation ("La Grange Park"), and the Village of Western Springs, an Illinois municipal corporation ("Western Springs"), (collectively referred to as the "Participating Agencies" or "Parties"), to provide for the establishment of an intergovernmental cooperative venture known as the "Lyons Township Area Communications Center" (also referred to as "LTACC") for the operation and maintenance of a centralized, combined emergency services dispatch and communication system that includes 9-1-1 services and wireless E-9-1-1 services (the "System") pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)) and the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)).

RECITALS

WHEREAS, the Participating Agencies have determined that there exists a need for a centralized, combined emergency services dispatch and communication system, which will provide for more efficient dispatch and communication capabilities within and among the Participating Agencies and which will otherwise provide for the health, safety and welfare of the residents of the Participating Agencies; and

WHEREAS, the Participating Agencies have determined that joint action in establishing and operating the System is the most efficient and effective means to meet that need and is in the best interests of each of the Participating Agencies and their residents; and

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and Section 220/1 *et seq.* of the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) authorize two or more units of local government to contract to share services and to exercise, combine or transfer any power or function common to them; and

WHEREAS, the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), authorizes the collection of certain surcharges to assist with the delivery of 9-1-1 services and wireless E-9-1-1 services (collectively referred to as "surcharges" or "surcharge funds"); and

WHEREAS, the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), as amended by Public Act 99-006 (effective July 2, 2015), requires covered units of local government to consolidate 9-1-1 services and wireless E-9-1-1 services. The new version of Section 15.4 of the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), as amended by Public Act 99-006, authorizes two or more municipalities that impose a surcharge pursuant to 50 ILCS 750/15.3 to establish by intergovernmental agreement a Joint Emergency Telephone System Board ("JETSB"), provided that the local Emergency Telephone System Boards ("ETSB") are terminated by ordinances that rescind their establishment, authority and operational functions.

WHEREAS, it is the desire of the Participating Agencies to jointly establish, maintain and operate the System for the purpose of providing communication services for law enforcement, fire, ambulance and other emergency communication systems for the mutual benefit of the members of the LTACC (the "Services"); to provide such Services on a contract basis to other public agencies; and to provide a forum for discussion, study, development and implementation of recommendations of mutual interests regarding communications, information systems, statistical matters and criminal justice, fire safety, emergency medical and telephone emergency request systems, public safety information, communication and data processing within portions of Cook and Du Page Counties, Illinois and other geographic areas as may be served by the LTACC; and

WHEREAS, the respective Corporate Authorities of the Participating Agencies have authorized and directed the execution of this Agreement.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein, and upon the further consideration stated in the foregoing Recitals, it is agreed by the Participating Agencies as follows:

ARTICLE I LYONS TOWNSHIP AREA COMMUNICATIONS CENTER ESTABLISHED

1.0. Creation; Purpose; Incorporation of Recitals.

The Participating Agencies establish an intergovernmental cooperative venture known as the "LTACC" for the operation and maintenance of the System, for the purpose of providing facilities, equipment, personnel, software and hardware, data processing and all other services necessary or incidental to: (1) the provision of emergency and/or municipal dispatch and communications services to its members; and (2) the implementation of this Agreement. LTACC shall be considered a "public safety agency" as defined at Section 2.02 of the Emergency Telephone System Act (50 ILCS 750/2.02).

The foregoing Recitals are a material part of this Agreement and are incorporated in this Section as if they were fully set forth herein.

1.1. Effective Date.

This Agreement shall be effective only after each of the Initial Participating Agencies (defined below) has properly and legally passed, approved and published in pamphlet form a resolution, in substantially the same format and content, agreeing to be bound by the terms of this Agreement, and their respective designated officials have executed this Agreement. This Agreement shall be deemed null and void and not binding upon any Party if the Villages of La Grange, La Grange Park and Western Springs have not all passed and approved an authorizing resolution necessary to approve of this Agreement by December 31, 2015. This Agreement shall be binding only on those Participating Agencies that adopt an approving resolution and execute this Agreement. As part of the approval of this Agreement, each Participating Agency shall deliver to all other Participating Agencies a certified copy of a duly enacted resolution authorizing and directing the execution of this Agreement, as well as a signed signature page of this Agreement. The "Effective Date" of this Agreement shall be the date that the last authorized signatory signs and dates this Agreement.

1.2. Definitions. The following terms shall be defined as follows:

Annual Budget means: The Budget adopted annually that provides for the annual operations, maintenance and capital needs of LTACC to operate the System and includes the Capital Budget and the Operating Budget.

Annual Operating Costs means: Costs relating to the operations of the System and the LTACC, including costs related to salaries, employment benefits, insurance, equipment, technology, overhead, outside vendors and utilities.

Annual Service Fees means: On an annual basis, the Board of Directors, in its sole discretion, shall establish one or more levels of Annual Service Fees payable by each Participating Agency. The Annual Service Fees shall be paid to the LTACC annually in equal quarterly installments by the tenth (10th) calendar day of the month, following receipt of an invoice from the LTACC. The Annual Service Fees shall be based on a formula that will be established by the Board of Directors, in its sole discretion, and from time to time may be amended. The Board of Directors, in its sole discretion, may establish one level of Annual Service Fees and additional other fees charged to the Initial Participating Agencies and one or more other levels of Annual Service Fees and additional other charges payable by other members who do not participate at the same level as the Initial Participating Agencies and to Non-Members (e.g., other counties, municipalities, fire protection districts, other units of local government and/or public safety agencies) who may receive some type of Services from the LTACC pursuant to a service agreement.

Capital Budget means: The portion of the Annual Budget that provides for the annual capital needs of LTACC to acquire and maintain, upgrade, repair and replace the System or portions thereof in order to deliver Dispatch Services, including new equipment, technology (software, hardware, computers, servers, etc.) and improvements to the buildings that house the System and the LTACC dispatch operations and personnel.

Capital Equipment Fund means: The Fund that LTACC shall maintain to hold funds for the purpose of purchasing or acquiring capital equipment for use by LTACC.

Capital Cost means: Any costs related to the maintenance, upgrades, repair or replacement of the System or portions thereof, such as any equipment, technology (software, hardware, computers, servers, etc.) and improvements to the buildings that house the System and the LTACC dispatch operations and personnel.

Dispatch and Communication System (“System”) means: A centralized, combined emergency services dispatch and communication system.

Dispatch Services means: The transmitting or receiving of communications requesting emergency response and management services and police protection/fire protection/emergency medical and ambulance services by LTACC dispatch personnel and the communication by the dispatch personnel to available police/fire/emergency medical and ambulance personnel in order to deliver police protection/fire protection/emergency medical and ambulance services to the requestor. Dispatch Services includes communications requesting public works services that are needed to respond to emergency situations.

Emergency Telephone System Fund means: The Fund that LTACC shall maintain to receive surcharge monies collected by the Participating Agencies for use and expenditure only in accordance with applicable laws and regulations, including the Emergency System Telephone Act (50 ILCS 750/1 *et seq.*), as amended.

Initial Participating Agencies means: The Village of La Grange, the Village of La Grange Park and the

Village of Western Springs, who were the first municipalities to approve this Agreement.

Non-Refundable Capital and Operating Participation Fee means: The fee payable by each Participating Agency as a condition of membership in LTACC that covers a portion of the Capital Costs incurred in the establishment of LTACC and a portion of the ongoing Operating Costs of LTACC that the new member is obligated to contribute towards, and, if necessary, the payment of additional Capital Costs needed to update the equipment and facilities to allow for the service of the new member and not diminish the existing service level of the other Participating Agencies, as determined by the Board of Directors, in its sole discretion, based on information provided by the Executive Director (as defined in Article VI below), any LTACC-retained consultant and/or LTACC's auditor. For the Initial Participating Agencies, this Non-Refundable Capital and Operating Participation Fee shall consist of the initial contributions, and any supplemental contributions (See Section 4.5(B) below), by each Participating Agency to the Capital Equipment Fund, the Capital Implementation Costs and the Start-Up Operating Costs.

Participating Agency (or Participating Agencies) means: Any municipality, fire protection district or unit of local government that agrees to participate in LTACC by approving this Agreement, as amended, and has been accepted and authorized to participate in LTACC in accordance with the terms of this Agreement. This definition also includes any other provider of public safety services, which has a responsibility for the provision of life-safety services and other public safety services and which is allowed by Illinois law to contract or otherwise associate with other local government entities for such purposes. In the event that legislation changes the corporate name or composition of any Participating Agency, its successor entity shall continue to participate under this Agreement, unless its continued participation is prohibited by law or is no longer feasible or practical due to changes in its operating or budgetary authority as a result of the legislation.

Non-Member means: Any municipality, fire protection district, unit of local government, other person or private or public entity that receives certain Services from LTACC pursuant to a service agreement. A majority vote by the Board of Directors holding office is required to approve a service agreement to compensate the LTACC for the provision of certain Services to a Non-Member. LTACC may, but is not obligated to, provide certain fire, EMS, law enforcement communication, and other contractual services to Non-Members.

Operating Budget means: The portion of the Annual Budget that provides for the annual operating needs and expenses of LTACC to operate and maintain the System in order to deliver Dispatch Services, including costs related to salaries, employment benefits, insurance, outside vendors and utilities.

Operating Costs means: Any costs incurred by LTACC related to operating the System and the buildings, including salaries, employment benefits, insurance, outside vendors and utilities.

Recapture Fee means: The fee, determined by the Board of Directors, in its sole discretion, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor, shall be paid by any withdrawing or terminated Participating Agency to reimburse the other Participating Agencies for all incurred but unpaid or to be incurred debt service payments relating to LTACC, incurred but unpaid or to be incurred Operating Costs, and unamortized Capital Costs incurred or paid for by LTACC. These Capital Costs include, but are not limited to, any type of LTACC-related improvements to the buildings or structures owned by the withdrawing or terminated Participating Agency that were used by LTACC or capital equipment incorporated into the buildings or structures that were part of LTACC's System and those improvements will no longer be available to LTACC or the other Participating Agencies

after the Participating Agency withdraws from or terminates its participation in LTACC, or upon dissolution of LTACC or the termination of this Agreement. The purpose of the Recapture Fee is to avoid unjust enrichment of those Participating Agencies who are obligated to pay part of the debt obligations of LTACC during their time with LTACC, who have received Services but not paid their fair share, and who have had their buildings and structures improved and have other capital equipment incorporated into those buildings or structures at the expense of LTACC, and then, upon withdrawal from or dissolution of LTACC or termination of this Agreement, those Participating Agencies retain the value of such improvements.

Reserve Fund means: The monies retained by LTACC in an account that equals a certain percentage (typically 25% or more) of the typical Annual Operating Costs held in reserve for use to meet ordinary and necessary disbursements for salaries, operating expenses and other lawful purposes of LTACC in emergency or special circumstances. As part of its fiscal policies, the Board of Directors, in its sole discretion, shall set the percentage amount of funds retained in the Reserve Fund based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor.

ARTICLE II BOARD OF DIRECTORS

2.0. Composition.

There is established a three (3) member Board of Directors of LTACC (the "Board"), which shall consist of the three (3) Village Managers (or Chief Administrative Officers) of each Initial Participating Agency, or his/her designee. The eligible designees shall be designated for each respective Participating Agency, in writing, by each of the Village Managers or Chief Administrative Officers of the Participating Agencies. As additional Participating Agencies are approved for membership to LTACC, their Village Manager (or Administrator or person holding the equivalent administrative management position) shall join the Board of Directors.

2.1. Chair, Vice-Chair and Secretary.

Based on the rotation provided for below, the Board shall, at its initial meeting and thereafter at subsequent annual meetings (as necessary), appoint one of its members to serve as the Chair, whose term shall run for a period of two (2) years or until a successor is appointed at the next annual. At its initial meeting, and thereafter at subsequent annual meetings (as necessary), the Board shall also appoint one of its members to serve as the Vice-Chair. The Chair shall preside over all meetings of the Board and shall have such powers as are conferred upon him/her by the Board and this Agreement. In the absence of the Chair or in the event of the Chair's refusal or inability to act, the Vice-Chair shall perform the duties of the Chair and, when so acting, shall have all the powers of and be subject to all the restrictions placed upon the Chair. In the absence of the Chair and the Vice-Chair from a meeting, the Board shall appoint a Chair pro-tem to undertake the duties of the Chair for that particular meeting.

The Village Managers (or Chief Administrative Officers), or their designees, shall serve as Chair on a rotating, annual basis, in the following order:

2019 – 2021
2021 – 2023

La Grange
La Grange Park

In the event of a new participating Agency, the rotation shall then follow in continuing sequence: Western Springs, La Grange, new community.

The Secretary to the Board shall be the Executive Director, or his/her designee, and shall:

- A. Take and keep the minutes of the Board meetings
- B. See that all notices are duly given in accordance with the provisions of this Agreement or as required by law; and
- C. Be custodian of the records of LTACC and perform all duties incident to the position of Secretary, and such other duties as may from time to time be assigned by the Board of Directors; and
- D. Serve as one of the designated Freedom of Information Officers for LTACC; and
- E. Perform the above duties in accordance with the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*) (the "OMA").

In the absence of the Secretary or his/her designee, the Board shall appoint a Secretary pro-tem to undertake the duties of the Secretary during the Secretary's absence.

2.2. Meetings of the Board of Directors.

- A. The Board shall establish dates, times and a location for regular meetings, one of which shall be designated as the annual meeting, at which time the Chair and Vice-Chair shall be appointed. Other business may also be considered at the annual meeting. The Board shall meet at least once each year, or more frequently as deemed necessary by the Board.
- B. All meetings of the Board shall, except to the extent that this Agreement imposes more strict requirements, be held in accordance with the OMA. Special meetings of the Board may be called by the Chair or a majority of a quorum of the members, provided that at least forty-eight (48) hours prior written notice of the special meeting specifying the time, date and location of the meeting shall be given to each Board member and an agenda specifying the subject of such special meeting shall accompany such notice. In the event of a bona fide emergency, notice shall be given as soon as practicable in a manner that is reasonably calculated to provide actual notice under the circumstances.
- C. To the extent not contrary to this Agreement, Robert's Rules of Order shall govern the conduct of all meetings of the Board, until the Board establishes its own rules of proceeding.
- D. No Board member shall receive any compensation for serving as a Board member, except that he/she may be reimbursed for actual, necessary and documented business expenses incurred as part of serving on the Board.

2.3. Quorum.

A quorum for the transaction of all business by the Board shall consist of a majority of the Board.

2.4. Voting Requirements.

Except as otherwise provided for in this Agreement, a majority vote of the Board shall be necessary for the Board to act. Each Board member shall have one vote. No oral or written proxy votes or absentee voting shall be permitted, except that an eligible member may vote on matters while in compliance with the electronic participation rules below. If any Board member fails to retain the status necessary to serve on behalf of the Participating Agency that he/she represents on the Board, then the Participating Agency shall inform the Board of this fact and designate an otherwise qualified representative to serve on the Board until a successor is duly appointed and qualified.

2.5. Electronic Participation in Meetings.

In accordance with the OMA, members of the Board and the Operating Board may attend, participate and vote at open and closed public meetings through the use of telephone conference calls or other electronic means in accordance with the rules and procedures set forth below.

2.5.1. Rules and Procedures.

- A. **Definitions.** The definitions of the terms “meeting,” “public body,” “other means,” “quorum” or any other defined term used in this Agreement, which is also found in the OMA, shall have the same definitions as contained in the OMA, as amended.
- B. **OMA Compliance.** The Board and the Operating Board must comply with all of the applicable requirements of the OMA, as amended.
- C. **Quorum.** The Board and the Operating Board are prohibited from establishing a quorum to conduct business at an open or closed meeting through attendance by the use of telephone conference calls or other electronic means. A quorum must be physically present at the location of an open or closed meeting. Members who wish to attend a meeting electronically must give notice before the commencement of the meeting to the Secretary, unless advance notice is impractical.
- D. **Meeting Minutes.** Minutes must reflect whether a member is present physically or electronically, regardless of whether any members are attending through the use of a telephone conference call or other electronic means.
- E. **Electronic Attendance and Participation.** As stated in the OMA, provided that the audio, telephone or video conference connection allows the voice of an absent member to be clearly heard by the attendees of the meeting (including the public) and the absent member can clearly hear the voices of the attendees who participate in the meeting, a member of the Board and the Operating Board may only attend, participate and vote at an open or closed meeting through the use of a telephone conference call or other electronic means if the member is prevented from physically attending because of:
 - (1) personal illness or disability; or
 - (2) employment purposes or the business of the public body; or
 - (3) a family emergency or other emergency.

Where a member of the Board or the Operating Board is attending the meeting by use of a telephone conference call or other electronic means, the presiding officer shall, immediately after convening

of the meeting, announce to the public which member is attending the meeting by use of a telephone conference call or other electronic means, identify the method of attendance and the reason why the absent member is participating by such means. If the presiding officer attends the meeting through the use of a telephone conference call or other electronic means, he or she shall not be required to vacate the chair and may act in his or her capacity as the presiding officer for the purposes of the meeting despite not being physically present.

The voice of the absent member participating by telephone conference call or other electronic means, after being identified by the presiding officer as belonging to the absent member, shall be simultaneously broadcast to the public present at the meeting so that his or her voice can be heard, and the member shall also be able to hear any discussions of the other members and the public comment regarding any issue discussed at the meeting before a vote is taken.

2.6. By-laws.

A set of By-laws may be prepared and approved by the Board of Directors, after recommendation from the Executive Director and the Operating Board, which will provide additional direction and detail in regard to the governance of the LTACC. If adopted, the By-laws will be incorporated by reference into this Agreement, with the original and any amendments to the By-laws being placed on file with the Secretary.

ARTICLE III POWERS OF THE BOARD OF DIRECTORS

3.0. Powers.

- A. The Board shall have all powers that are necessary or incidental to the establishment and operation of joint emergency dispatch and communications center(s) serving each of the Participating Agencies, including, but not limited to:
- (1) All powers conferred upon Emergency Telephone System Boards under the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)) and the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)), including any future amendments to said statutes and regulations;
 - (2) The Board shall determine and approve the general policies for LTACC and may adopt a set of By-laws for LTACC, with prior consideration of recommendations from the Operating Board and the Executive Director;
 - (3) The Board shall approve any new members to LTACC by a two-thirds (2/3rds) vote;
 - (4) Receiving monies from any revenue source authorized by any federal or State law or any surcharge imposed by LTACC or any one of the Participating Agencies pursuant to applicable local, county, state or federal laws, the Emergency System Telephone Act (50 ILCS 750/1 *et seq.*), including any future amendments to said laws and statutes;

- (5) Authorization to spend the revenue and surcharge funds in accordance with applicable local, county, state or federal laws, Section 15.4 of the Emergency System Telephone Act (50 ILCS 750/1 *et seq.*), including any future amendments to said laws and statutes;
- (6) The lease or use of facilities for the Services to be provided under this Agreement, with prior consideration of recommendations from the Operating Board and the Executive Director;
- (7) The hiring, directing, compensation, discipline and termination of an Executive Director whenever, in its judgment, the best interests of LTACC would be served thereby;
- (8) Approval of the Annual Budget, including a salary and benefits plan for all LTACC personnel, the Capital Budget, the Operating Budget, the Capital Equipment Fund and the Reserve Fund, and use of surcharge for the implementation and operation of the LTACC System by a two-thirds (2/3rds) vote of the Board, with prior consideration of recommendations from the Operating Board and the Executive Director;
- (9) Reallocate budgeted amounts from one line item to another to the extent necessary to address emergencies and/or changed conditions, based on the recommendations from the Operating Board and the Executive Director;
- (10) Determine and approve all the contributions due from all the Participating Agencies relative to the the Annual Budget, the non-refundable Capital and Operating Participation Fee and the Recapture Fee, and determine and approve any payments owed to any Participating Agency (if any) that withdraws from or terminates its participation in this Agreement, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor and the recommendations from the Operating Board and the Executive Director;
- (11) Approve increases in any Capital Budget or Operating Budget that are attached to this Agreement or have otherwise been approved by the Board, as well as any increased contributions resulting from any increase in Capital Budget or Operating Budget, by a two-thirds (2/3rds) vote of the Board, when deemed necessary to further the purposes of the System, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor and the recommendations from the Operating Board and the Executive Director;
- (12) Determine and approve any revisions in the data used or the methodology for calculating each Participating Agency's share of LTACC's Annual Operating Costs, and the non-refundable Capital and Operating Participation Fee, when authorized by the terms of this Agreement by a two-thirds (2/3rds) vote of the Board, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor and the recommendations from the Operating Board and the Executive Director;

- (13) Approve five-year projection reports of capital equipment needs and costs and Operating Costs by a two-thirds (2/3rds) vote of the Board, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor and the recommendations from the Operating Board and the Executive Director;
- (14) Contract with other entities, organizations or units of government, including "Non-Members" of LTACC, for the use of LTACC facilities, equipment and Services and to approve appropriate rules and charges therefore, based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor and the recommendations from the Operating Board and the Executive Director;
- (15) In its own name, make and enter into contracts, accept contributions, acquire, hold and dispose of property, real and personal, and incur debts, liabilities or obligations necessary for the accomplishment of its purposes, and sue or be sued to enforce its contracts, liabilities and the duties owed it;
- (16) Contract for the purchase of insurance and employee benefits, and otherwise undertake all actions necessary or incidental to the purposes of this Agreement or the powers set forth herein which are not otherwise prohibited by this Agreement;
- (17) Enter into contracts with collective bargaining units or organizations relative to the employment of dispatch personnel and other LTACC employees;
- (18) The hiring of professional architects, engineers and surveyors pursuant to the Local Government Professional Services Selection Act (50 ILCS 510/.01 *et seq.*), including any future amendments to said statute, relative to matters contained in the Annual Budget; and
- (19) Contracting with consultants, auditors and attorneys relative to LTACC matters as provided for in the Annual Budget.

B. The Board shall, in all cases, exercise its powers in a manner that complies with this Agreement and all applicable laws, including compliance with all registrations and certifications required by the Illinois Commerce Commission, and, after January 1, 2016, as required by the Office of Statewide 9-1-1 Administrator of the Illinois Department of State Police, and any subsequent amendments to said laws or regulations.

3.1. Prohibited Actions.

LTACC shall not have the power of eminent domain or the power to levy taxes.

ARTICLE IV FINANCES

4.1. Fiscal Year.

LTACC's fiscal year shall be from May 1st to April 30th of the next year.

4.2. Capital Equipment Fund.

- A. There shall be created a Capital Equipment Fund for the purpose of meeting the future Capital Equipment needs of LTACC. The Capital Equipment Fund shall only be used to pay Capital Costs and not be used to pay for Operating Costs. In the event of a dispute as to whether a cost is an Operating Cost or a Capital Cost, the dispute shall be decided by a majority of the Board. Based upon input from the Executive Director and the Operating Board, the Board shall, by a two-thirds (2/3rds) vote, approve a five-year projection of capital equipment needs and anticipated costs ("**Five Year Capital Equipment Plan**") on an annual basis. The funding for the Five Year Capital Equipment Plan and the Capital Equipment Fund shall be chargeable to the Participating Agencies on an annual or periodic basis, as determined by the Board, and the funding allocation formula shall be pro-rated among them based on the Annual Operating Costs Allocation Formula set forth below at Subsection 4.3.
- B. Each approved Five Year Capital Equipment Plan and the Board's annual determination of the amounts due for the Capital Equipment Fund from each Participating Agency shall be forwarded to the Mayor/President of each Participating Agency immediately upon its approval by the Board.

4.3. Allocation of Annual Operating Costs.

- A. **Annual Operating Costs Allocation Formula** The percentage allocation of LTACC's "Annual Operating Costs" to each Participating Agency shall generally be determined by averaging the following percentages for each Participating Agency:
 - (1) The ratio of the Annual Operating Costs shall be allocated as follows: sixty percent (60%) attributable to the Police Department full-time equivalent sworn police officer percentages as calculated below and forty percent (40%) attributable to Fire Department/EMS service call percentages as calculated below; and
 - (2) The percentage number equal to the number of Fire Department/EMS service calls received by each Participating Agency divided by the total number of Fire Department/EMS service calls received by all the Participating Agencies for the most recent complete calendar year; and
 - (3) The percentage number equal to the number of full-time equivalent sworn police officers for each Participating Agency divided by the total number of full-time equivalent sworn police officers for all the Participating Agencies for the most recent complete calendar year; and
 - (4) The total Annual Operating Costs allocated to and payable by each Participating Agency shall be reduced on an equal share basis by the surcharge charge revenue collected by LTACC; and

The total Annual Operating Costs allocated to and payable by each Participating Agency shall be reduced on an equal share basis by the Annual Service Fees and additional other charges payable by any Non-Member who receives some type of Services from the LTACC pursuant to a service agreement.

For illustrative purposes, the Annual Operating Costs Allocation Formula is shown below using estimated data:

Total Revenue needed = \$2,000,000.00
- *Surcharge revenue = \$1,000,000.00*
- *Non-member fees = \$0.00*
Remaining revenue needed = \$1,000,000.00
60% attributable Police = \$600,000.00
40% attributable Fire = \$400,000.00
Town "A" has 25% of total sworn Police of all member agencies
\$600,000.00 x 25% = \$150,000.00
Town "A" has 15% of total Fire calls for service
\$400,000.00 x 15% = \$60,000.00

Town "A" Police costs (\$150,000) + Fire costs (\$60,000) =
Town "A" assessment = \$210,000.00

4.4. Annual Budget.

The Board of Directors shall adopt an Annual Budget for the upcoming fiscal year at its April meeting each year. In addition, the Annual Budget process shall be handled as follows:

- A. The Executive Director shall prepare a proposed Annual Budget for the Board of Directors to review at the Board's January meeting each year. Copies of the proposed Annual Budget shall be delivered to each of the Directors at least five (5) calendar days in advance of the January meeting.
- B. The Board of Directors shall review the proposed Annual Budget and direct the Executive Director to make such modifications as the Board deems proper and advisable.

4.5. Establishment of Fees, Annual Service Fees and Cost-Sharing.

Subject to the provisions of this Article IV (Finances), the Board of Directors, in its sole discretion, shall annually establish one or more levels of Annual Service Fees payable by each Participating Agency and any Non-Members. Subject to compliance with the Annual Cost Allocation Formula of Section 4.3. and the other provisions of this Article IV (Finances), the Annual Service Fees shall be based on a formula(s) that will be established by the Board of Directors, in its sole discretion, and from time to time may be amended. The Board of Directors, in its sole discretion, may establish one level of Annual Service Fees and additional other fees charged to the Initial Participating Agencies, and one or more other levels of Annual Service Fees and additional other charges payable by the Participating Agencies and to Non-Members (e.g., other counties, municipalities, fire protection districts, other units of local government and/or public safety agencies) who may receive some type of Services from the LTACC pursuant to a service agreement.

- A. **Cost-Sharing.** Upon approval of the Annual Budget, the Board of Directors shall have the authority to fix cost-sharing charges for all Participating Agencies and Non-Members in an amount sufficient to provide the funds required by the current Annual Budget. All expenses relating to annual Capital Costs and annual Operational Costs and long-term capital costs and long-term operating costs and any other activities of the LTACC will be cost-shared by the Participating Agencies, based on one or more formulas as set forth in this Agreement or as determined by the Board of Directors, with input from the Executive Director, any LTACC-retained consultant and/or LTACC's auditor, and such formula(s) may be amended from time to time without the need to amend this Agreement.
- B. **Supplemental Fees.** If necessary to meet any anticipated or unanticipated expenses, debts or liabilities (e.g., a loan or the LTACC's matching portion of a grant) of the LTACC, all Participating Agencies and Non-Members shall be obligated to timely pay any supplemental fees assessed by the LTACC as determined by the Board of Directors.
- C. **Additional Costs.** Whenever a Participating Agency or a Non-Member relocates its communication equipment and/or the communication equipment of the LTACC to another location, and/or adds additional communication equipment to the Participating Agency's or Non-Member's communication system, thereby increasing the LTACC's responsibilities, obligations or costs, any and all additional costs incurred by the LTACC as a result of the aforesaid relocation of communication equipment to the Participating Agency's or Non-Member's communication system, including, but not limited to, any costs to install communication lines, shall be paid solely by that Participating Agency or Non-Member. No Participating Agency or Non-Member of the LTACC shall relocate the equipment or property of the LTACC, or by any means increase the LTACC's annual capital costs or annual operational costs or long-term capital costs or long-term operating costs or such other responsibilities, obligations and/or costs, including, but not limited to, costs to be incurred by the LTACC for the purchase of new or additional equipment or technology, without first obtaining authorization from the LTACC's Board of Directors to relocate the LTACC's equipment and property and/or increase the LTACC's capital or operating costs, responsibilities or obligations. Any new equipment or additional equipment or technology and/or property acquired in accordance with this Agreement shall become the equipment/property of the LTACC, notwithstanding the fact that the existing Participating Agency or a Non-Member shall pay the costs of purchase and installation of said equipment/property. Unless otherwise agreed to in writing by the Board of Directors, the LTACC shall pay the costs of maintaining the equipment/property once it is purchased and installed.
- C. **Payment Due Date; Billing.** The payment of Annual Service Fees shall be paid to the LTACC annually in four equal quarterly installments by the tenth (10th) calendar day of the month, following receipt of an invoice from the LTACC. Payment terms for the Annual Service Fees of each Non-Member, and any other fees and costs, shall be determined by the Board of Directors. The Executive Director will be responsible for issuing billing statements to all members and Non-Members in advance of the payment due dates. Any quarterly or periodic billing cycles shall be set by the Executive Director. In the event the number of Participating Agencies changes, or in the event LTACC provides Services to other entities (e.g., Non-Members) on a fee-for-service basis pursuant to a service agreement, then the methodology used to calculate each Participating Agency's percentage share of LTACC's Annual Operating Costs and Annual Capital Costs shall be revised by

utilizing any such data, or different methodology that is deemed equitable and approved by the Board by a two-thirds (2/3rds) vote.

- D. Payment of Fees. Continued membership in the LTACC shall be contingent upon the payment by each Participating Agency of its established, mandatory Annual Service Fees and any additional fees and charges that may be established by the Board of Directors. Each Participating Agency and Non-Member shall take all required actions to authorize the timely payment of its Annual Service Fees and other required fees, including any assessed supplemental fees, and shall approve the payment of any other additional funds necessary to meet its shared cost obligations under this Agreement, any addendum or service agreement.
- E. Delinquent Account; Payment. Any Participating Agency or Non-Member whose allocated fees or other charges have not been paid within thirty (30) calendar days after the issuance of a billing statement shall be assessed interest on the delinquent payment(s) in accordance with the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1).
- F. Delinquent Account; Voting and Participation. Any Participating Agency who is delinquent in paying any uncontested Annual Service Fees and other required fees shall not be entitled to further voting privileges on the Board of Directors, nor shall any representative hold office until such time as all delinquent payments and interest have been paid, and the Participating Agency is also subject to the removal provisions set forth in Article VII (Personnel Matters) below.
- G. Expenses per the Annual Budget. After adoption of the Annual Budget by the Board of Directors, the Executive Director shall make expenditures in accordance with such Budget, subject to the provisions of this Agreement and any approved fiscal and investment policies.

4.6. Treasurer.

- A. Upon approval by the Board of Directors, the treasurer, the chief financial officer, the finance director or any of their functional equivalents of La Grange, La Grange Park or Western Springs, any new community shall serve as the treasurer of LTACC for a three year term ("Treasurer"). The Treasurer shall have no voting authority on matters regarding the LTACC and shall receive no additional salary or compensation for Services provided to the LTACC, except that he/she may be reimbursed for actual, necessary and documented business expenses incurred as part of serving as the Treasurer. Each Participating Agency that supplies the person who serves as Treasurer shall not be entitled to reimbursement for any salary or employment benefits of any kind during the person's term as Treasurer.
- B. Duties. The Treasurer shall:
 - (1) Be the custodian of all LTACC funds.
 - (2) Provide on-going counseling to the Board of Directors, the Executive Director and the Operating Board in matters of fiscal policy and fiscal administration of the LTACC.

- (3) Make recommendations on investment policies and practices to the Board of Directors and the Executive Director.
- (4) Act as one of the required signatories of all of the LTACC's bank accounts, checks and investment instruments.
- (5) Provide a bond in the amount of \$250,000 for the faithful discharge of the duties of the position of Treasurer, with such surety or sureties as the Board of Directors shall determine. The LTACC shall pay the bond premium.
- (6) Assist the Executive Director with the preparation of the Annual Budget, and the operating and capital budgets and financial reports.
- (7) Assist the Executive Director with the preparation and handling of requests for proposals for financial consultants and provide recommendations to the Board of Directors and the Executive Director for the hiring of a certified public accountant or a certified financial auditing firm to conduct annual audit services and other financial services for the LTACC.

C. Financial Operations. All other necessary financial operations, including but not limited to accounting, accounts payable, and payroll, shall be either outsourced to a third party contractor or handled by a designated LTACC employee approved by the Board of Directors, with input by the Treasurer and the Executive Director.

D. Funds on Deposit. All monies received by LTACC shall be deposited into one or more bank accounts at one or more banks licensed to do business in Illinois, as designated by the Board. Expenditures from these bank accounts shall be for budgeted items or allowable public purposes in furtherance of the objectives of this Agreement, subject to an appropriate budget amendment, and shall be authorized by the Board or the Executive Director consistent with his/her limited spending authority. All monies received by LTACC pursuant to a surcharge imposed by the Participating Agencies under any federal or State law shall be deposited and expended in accordance with applicable federal or State law. All monies received by LTACC pursuant to a surcharge imposed under Section 15.3 of the Emergency Telephone System Act (50 ILCS 750/15.3) shall be deposited into a separate interest-bearing Emergency Telephone System Fund account at a bank designated by the Board. Notwithstanding any other provision in this Agreement to the contrary, no expenditures may be made from the Emergency Telephone System Fund, except upon direction of the Board. All expenditures from the Emergency Telephone System Fund shall only be made to pay for the costs permitted by Section 15.4 of the Emergency Telephone Act (50 ILCS 750/15.4). All monies received by LTACC pursuant to any surcharge (or similar revenue stream authorized by law) collected by the LTACC under applicable federal or State law shall be retained and spent in accordance with applicable federal or State law, as amended. Funds shall only be invested in the same manner that the law allows for the investment of municipal funds.

4.7. Donated Personal Property and Services.

If any Participating Agency makes a donation of personal property or services to LTACC and the Board of LTACC, in its sole discretion, accepts said donation, then the donating Participating Agency may receive a credit against any amounts it owes under Section 4.2. (Capital Equipment Fund) of this Agreement. The amount of the credit shall be determined by the Board. The amount of any credit granted under this Section by the Board shall only be effective after: (a) the donated personal property is successfully installed or received and determined to be operational; or (b) the donated services are performed. This subsection does not apply to the donation of initial start-up personal property and services by the Initial Participating Agencies.

4.8. Allocation of Costs and Responsibilities for LTACC Equipment and Property and Participating Agency Equipment and Property.

The respective Participating Agencies agree to convey title and LTACC agrees to assume ownership and responsibility for acquiring and maintaining certain equipment and personal property that will be used directly or indirectly in the operation of the System, as set forth on the Equipment Inventory and Personal Property Chart attached hereto as Exhibit "C" and made a part hereof. In the event that certain equipment or property is not listed on the attached Chart, LTACC shall assume ownership and responsibility for acquiring and maintaining such equipment and personal property at the time that the Participating Agency makes the equipment or personal property available for use by LTACC. One or more bills of sale executed by the Participating Agency and LTACC shall be used to confirm the conveyance of ownership of all such equipment and personal property referenced above.

4.9. Audits.

The Board shall cause an annual audit of the financial affairs of LTACC to be made by a certified public accountant at the end of each fiscal year in accordance with generally accepted accounting principles applicable to local government entities and in accordance with the Illinois Government Account Audit Act (50 ILCS 310/1 *et seq.*). The Treasurer shall ensure that the LTACC complies with annual audit filing requirements of the Illinois State Comptroller's Office and any other federal or State audit filing requirements. Copies of the annual audit report shall be delivered to the Board members and to the chief financial officer of each Participating Agency within thirty (30) calendar days of receipt by the LTACC.

4.10. Fiscal Policies.

The Board of Directors may establish fiscal policies, procedures and limitations as may be necessary to preserve the integrity and purpose of the approved Annual Budget and related expenditures.

4.11. Procurement Policy.

Purchases and/or letting contracts shall be done in accordance with this Agreement, applicable federal and State law, and any procurement policy and guidelines adopted by the Board of Directors.

4.12. Authorized Signatories.

The following positions shall serve as authorized check and financial instrument signatories at each of the banks, title or trust companies, depositories and/or other financial institutions at which the LTACC maintains accounts: (1) Chair of the Board of Directors; (2) Vice-Chair of the Board of Directors; (3) Executive Director; and (4) Treasurer. There shall be a "two signatory requirement" policy for authorizing any transfer and withdrawal of LTACC funds or executing any checks or other instruments that draw LTACC funds out of any bank, title or trust companies, depositories or other financial institution at which the LTACC maintains financial accounts. Any two (2) of the above-listed, authorized signatories may sign such checks or instruments or authorize such transfers and withdrawals.

4.13. Contract Signatories.

The Board of Directors may authorize, by motion, resolution or ordinance, and approved at a public meeting, any officer or agent, other than the Chair and Vice-Chair, to enter into and execute any contract or execute and deliver any instrument in the name of and on behalf of the LTACC. Such authority may be general or confined to specific Board-approved instances.

4.14. Loans.

No loans shall be procured on behalf of the LTACC and no evidence of indebtedness shall be issued in its name unless authorized by a written resolution or ordinance of the Board of Directors and in accordance with applicable law. Such authority may be general or confined to specific Board-approved instances.

**ARTICLE V
OPERATING BOARD AND JETSB**

5.0. Composition – Operating Board.

There is established an Operating Board of the LTACC, which shall be organized and consist of the following voting representatives: (1) one (1) representative from the police department of each Participating Agency; and (2) one (1) representative from the fire department of each Participating Agency. The representatives from each fire department and each police department of each Participating Agency shall not have a defined term, but may be replaced by the corporate authorities of the respective Participating Agency in accordance with applicable state law (See, 50 ILCS 750/4). Each Participating Agency (through its corporate authorities) shall designate its police department and fire department representatives, and one (1) set of alternate representatives, in a written communication from the Village Manager, and forward said communication to the Board of Directors and the Executive Director. The designated public safety representatives and alternate representatives shall continue to serve until a replacement(s) is designated in the manner provided for above. The Operating Board shall meet on a monthly basis, or more frequently, if necessary.

One (1) member of the Operating Board shall be appointed by the remainder of the Operating Board to serve as Chair on a rotating, annual basis, in the following order:

2019-2020	La Grange
2020-2021	La Grange Park
2021-2022	Western Springs
2022-2023	La Grange (or a new Participating Agency)

If another Participating Agency joins LTACC, its name shall be inserted at the end of the list, or as determined by the Board. The representatives of the new Participating Agency shall not be eligible to serve as Chair until each of the preceding Participating Agencies on the list have served as Chair at least one time. When one of the representatives of the last Participating Agency on the list has had an opportunity to serve as Chair, the next Chair shall be selected from the Participating Agency at the top of the list.

5.0.1. Composition – Joint Emergency Telephone System Board.

The members of the Operating Board shall also serve as members of LTACC's Joint Emergency Telephone System Board ("JETSBS"), as provided for under the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*). The JETSBS shall be organized and governed as set forth in below in Subsections 5.1 through 5.4. The statutory powers and duties of the JETSBS are set forth in the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*) and the JETSBS shall comply with applicable laws and the LTACC procurement policy in regard to its expenditures of the Surcharge Funds and any other funds that are within its statutory jurisdiction. The Operating Board shall appoint one (1) public member to the JETSBS, who shall meet the eligibility criteria of the Emergency Telephone System Act (50 ILCS 750/4) (as of the effective date of this Agreement: the public member shall be a resident of the local exchange service territory included in the 9-1-1 coverage area of the LTACC). The public member: (a) shall be appointed for a one (1) year term; (b) may be appointed to serve consecutive or multiple annual terms; and (c) may be an employee of any of the Participating Agencies.

5.1. Chair, Vice-Chair and Secretary.

The Operating Board shall, at its initial meeting and thereafter at its annual meeting, appoint one of its members to serve as the Chair, whose term shall run until a successor is appointed at the next annual meeting. At its initial meeting and thereafter at its annual meeting, the Board shall also appoint one of its members to serve as the Vice-Chair. The Chair shall preside over all meetings of the Operating Board. In the absence of the Chair or in the event of the Chair's refusal or inability to act, the Vice-Chair shall perform the duties of the Chair and, when so acting, shall have all the powers of and be subject to all the restrictions placed upon the Chair. In the absence of the Chair and the Vice-Chair from a meeting, the Operating Board shall appoint a Chair pro-tem to undertake the duties of the Chair for that particular meeting. The Executive Director, or his/her designee, shall serve as Secretary to the Operating Board and shall:

- A. Take and keep the minutes of the meetings
- B. See that all notices are duly given in accordance with the provisions of this Agreement or as required by law;
- C. Be custodian of the records of the Operating Board and perform all duties incident to the office of Secretary, and such other duties as may from time to time be assigned;
- D. Serve as one of the designated Freedom of Information Officers for LTACC; and
- E. Perform the above duties in accordance with the OMA.

In the absence of the Secretary, the Operating Board shall designate a Secretary pro-tem to undertake the duties of the Secretary during the Secretary's absence.

5.2. Meetings of the Operating Board.

- A. The Operating Board shall establish dates, times and a location for regular meetings, one of which shall be designated as the annual meeting at which time the Chair and Vice-Chair shall be appointed. Other business may also be considered at the annual meeting. The Operating Board shall meet on a monthly basis or shall meet as often as deemed necessary.
- B. Special meetings of the Operating Board may be called by the Chair, by the Executive Director or by a majority of a quorum of its members, provided that at least forty-eight (48)

hours prior written notice of the special meeting specifying the time, date and location of the meeting shall be given to each member and an agenda specifying the subject of such special meeting shall accompany such notice. In the event of a bona fide emergency, notice shall be given as soon as practicable in a manner that is reasonably calculated to provide actual notice under the circumstances.

- C. To the extent not contrary to this Agreement, Robert's Rules of Order shall govern the conduct of all meetings of the Operating Board until the Operating Board establishes its own rules of proceeding.
- D. No Operating Board member shall receive any compensation for serving as an Operating Board member, except that he/she may be reimbursed for actual, necessary and documented business expenses incurred as part of serving on the Operating Board.

5.3. Quorum.

A quorum for the transaction of all business by the Operating Board shall consist of a majority of Operating Board members.

5.4. Voting Requirements.

Except as otherwise provided for in this Agreement, a majority vote of the Operating Board shall be necessary for the Operating Board to act. Each Operating Board member shall have one (1) vote. No written or oral proxy votes or absentee voting shall be permitted, except that an absent member may vote on matters while in compliance with the electronic participation rules set forth in Section 2.5. above. If any Operating Board member fails to retain the status necessary to serve on behalf of the Participating Agency that he/she represents on the Operating Board, then the Participating Agency shall inform the Board and the Operating Board of this fact and designate an otherwise qualified representative to serve on the Operating Board until a successor is duly appointed and qualified.

5.5. Powers and Duties of the Operating Board.

The Operating Board shall make recommendations to the Executive Director and the Board concerning the establishment and operation of the joint emergency dispatch and communications center(s) serving each of the Participating Agencies. The Operating Board shall review, consider and make recommendations to the Executive Director and the Board on matters which include but are not necessarily limited to:

- A. The planning and establishment of a joint "9-1-1 Dispatch System" serving the Participating Agencies;
- B. The implementation, upgrading and maintenance of the System and the establishment of equipment specifications and coding systems;
- C. The planning and establishment of a joint Public Works Communications System serving the Participating Agencies, including provisions for call outs and the receipt and communication of public works alarms;

- D. The establishment of standard operating practices and procedures for the System, including identifying and handling of local services that may be unique to one or more Participating Agencies;
- E. The purchase or lease or use of facilities for the Services to be provided under this Agreement;
- F. Establishment of employment policies and staffing requirements;
- G. The purchase of equipment, software, hardware and other business-related technology in accordance with the Annual Budget;
- H. Establishment of an Annual Operating Budget and Capital Budget for the implementation and operation of the System, and five-year projections of capital equipment needs and anticipated costs and Operating Costs;
- I. Contracts with other entities, organizations or units of government for use of LTACC facilities, equipment and Services and appropriate rules and charges therefore;
- J. Reallocation of budgeted amounts from one line item to another to the extent necessary to address emergencies and/or changed conditions, with prior consideration of recommendations from the Board of Directors and the Executive Director;
- K. Prepare recommendations to the Board of Directors regarding contributions due from all the Participating Agencies relative to the Start-Up Operating Budget and the Capital Implementation Budget, the Annual Budget, the Capital Budget, the Operating Budget, the Capital Equipment Fund and the Reserve Fund, the non-refundable Capital and Operating Participation Fee, and the Recapture Fee (based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor);
- L. Determine adjustments in any Capital Budget or Operating Budget that is attached to this Agreement or has otherwise been approved by the Board as well as any adjustments to contributions resulting from any changes in the Capital Budget or Operating Budget;
- M. Determine any revisions in the data used or the methodology for calculating each Participating Agency's share of LTACC's Annual Operating Costs when authorized by the terms of this Agreement by a two-thirds (2/3rds) vote of the Board; and
- N. All recommendations of the Operating Board must be approved by the Board before being implemented.

The Operating Board shall have authority to approve contracts or enter into agreements for the following activities:

- A. The purchase of equipment or of public works pursuant to the public bidding provisions of the Illinois Municipal Code, including any future amendments to said statute. Public notice and competitive bids shall not be required for any contract which any one party to this Agreement could by law enter into without public notice and competitive bid, relative to matters contained in the Annual Budget.

- B. Approval and payment of a monthly warrant list including all bills, invoices and statements that relate to budgeted expenses.
- C. Approval of the use of the Surcharge Funds and Wireless Surcharge Funds, and other funds received by the LTACC as allowed by applicable law, in accordance with the Annual Budget and applicable law, including the authorized expenditures set forth in Section 35 of the Emergency Telephone System Act (50 ILCS 750/35), as amended.

ARTICLE VI EXECUTIVE DIRECTOR

6.0. Creation of Position.

The Board shall hire a full-time Executive Director to serve as the administrative head of LTACC. The Executive Director shall be responsible for the day-to-day operations of LTACC and shall report directly to the Board and the Operating Board.

6.1. Executive Director's Duties.

Subject to the policies established by the Board, and within the limits fixed by an approved Annual Budget, the Executive Director shall oversee and direct the daily operating affairs of LTACC. The Executive Director's duties shall be outlined in the Executive Director's job description as it may change from time-to-time and also include:

- A. To enforce, to administer and to make operative the policies and directives of LTACC as established by the Executive Board and the Operating Board;
- B. Attendance at and preparation for all meetings of the Executive Board and all meetings of the Operating Board and to report at the meetings, as needed, and to serve as Secretary to those Boards;
- C. Preparation for review by the Board of Directors and the Operating Board of draft Annual Budgets and annual projections of revenue, capital equipment needs and anticipated operating costs for the next five (5) years, including recommendations in regard to the annual Capital Budget, the annual Operating Budget, and funding levels for the Capital Equipment Fund and the Reserve Fund, and the use of the Surcharge Funds, the Wireless Surcharge Funds and other LTACC revenues ("**Five Year Revenue and Expense Plan**");
- D. Prepare annual recommendations, including financial calculations, for review by the Board of Directors and the Operating Board regarding contributions due from all the Participating Agencies relative to the Annual Budget, the Capital Budget, the Operating Budget, the Capital Equipment Fund and the Reserve Fund, the non-refundable Capital and Operating Participation Fee, the Recapture Fee (based on information provided by the Executive Director, any LTACC-retained consultant and/or LTACC's auditor) and the use of Surcharge Funds and Wireless Surcharge Funds, and other LTACC revenues;
- E. Submit timely submission of invoices to the Participating Agencies setting forth the payments due;

- F. Monitoring LTACC's budget and the submission of monthly reports to the Board and the Operating Board comparing actual expenditures with budgeted expenditures;
- G. Making recommendations to the Board concerning the implementation, operation and staffing levels of LTACC, including on-going training of employees, and then implement the approved directives;
- H. To hire, evaluate (at least annually or per the Union contract), promote, demote, discipline and/or terminate employees of LTACC in accordance with the policies and procedures of the LTACC and any governing labor contracts and applicable laws;
- I. Provide monthly reports to the Operations Board and Executive Board outlining call data, mutual aid, response times, EMD call volume, and other information required for ISO or other operational purposes;
- J. Receive and consider input from the Executive Board and the Operating Board concerning the implementation and operations of LTACC and act on such input as deemed appropriate;
- K. Implement the direction and policies approved by the Board of Directors, including the coordinating and supervision of the implementation, and upgrading and maintenance of the System serving the Participating Agencies;
- L. Ensure proper operation of equipment and telecommunications services at all times pursuant to policies, directives and best practices;
- M. Assist the Operating Board in the establishment of standard operating practices and procedures and training protocols for the System and LTACC's employees being mindful of Union provisions;
- N. Serve as one of the designated Freedom of Information Officers for LTACC;
- O. For day-to-day issues and questions, the Executive Director shall consult with the Chair of the Operating Board or Executive Board as appropriate;
- P. Promptly report and consult with the Chair of the Operations Board and / or Executive Board regarding personnel, legal or system integrity issues as appropriate;
- Q. Prepare for and implement a strategic planning process as required by the Executive Board;
- R. Decide any disputes that may arise under this Agreement pursuant to Section 10.3. (Dispute Resolution; Negotiation) below; and
- S. Perform all duties of the Executive Director, as assigned, and any other duties and assignments as directed by the Executive Board and the Operating Board.

6.2. Expenditure of Funds.

The Executive Director, or his/her designee, shall have the authority to:

- A. Expend funds on behalf of LTACC to purchase budgeted services, equipment and supplies in an amount not to exceed Ten Thousand and No/100 Dollars (\$10,000.00).
- B. In the event of an emergency that jeopardizes LTACC's continued ability to operate, the Executive Director shall have the authority to expend an amount not to exceed Ten Thousand and No/100 Dollars (\$10,000.00), regardless of whether the expense has been budgeted, after first giving notice to the Chair of the Board and the Chair of the Operating Board.
- C. Transfer funds in an amount not to exceed Five Thousand and No/100 Dollars (\$5,000.00) within line items of the annual budget in order to meet unanticipated or emergency needs of the LTACC. Such transfers shall be reported to the Board of Directors and the Treasurer in the Executive Director's next monthly report and shall be included in any budget amendments prepared by the Treasurer and approved by the Board of Directors at least on an annual basis.

6.3. Executive Director's Offices.

The Executive Director's offices shall be in the same facility as the LTACC Dispatch Center (as defined in Section 12.0. below).

**ARTICLE VII
PERSONNEL MATTERS**

7.0. LTACC Personnel.

The Board shall determine the number and job descriptions of persons employed by LTACC, as recommended by the Executive Director. All employees shall solely be employees of LTACC and not employees of any Participating Agency. LTACC shall provide wages, health insurance benefits and such other employment benefits to its employees as deemed advisable by the Board. LTACC participates in the Illinois Municipal Retirement Fund and its employees are members of and receive the benefits provided by said Fund. LTACC and each of the Participating Agencies are Equal Opportunity Employers and shall comply with the regulations of the Equal Opportunity Employment Commission and the Illinois Department of Human Rights.

7.1. Illinois Municipal Retirement Fund (IMRF).

- A. **IMRF Obligations.** If this Agreement is terminated by all Parties, the Participating Agencies shall be responsible for any continuing IMRF employer obligations, as required by law, during the wind-down phase of LTACC. The cost of any continuing IMRF employer obligations shall be allocated per an agreed to costs sharing formula as determined by the Board. If any Participating Agency discontinues being a member of LTACC for any reason, that former Participating Agency shall be obligated to pay its share of the continuing IMRF employer obligations for the time period of its membership.

7.2 Provision of Group Health Insurance and Group Life Insurance Benefits.

The Board of Directors and the Executive Director will take necessary actions to have the LTACC obtain group health insurance and group life insurance benefits from a health insurance company and a life insurance company that are licensed to do business in the State of Illinois for the benefit of its employees,

and, if applicable, their spouses and dependents. The LTACC reserves the right to enter into one or more intergovernmental agreements with any of the Participating Agencies or any other unit of local government for the purpose of allowing its employees, and, if applicable, their spouses and dependents, to (a) be covered under group health insurance and group life insurance benefit policies provided for by the Participating Agency or other unit of local government; or (b) to participate in a health insurance cooperative for purposes of obtaining group health insurance and group life insurance benefits. Support for such an intergovernmental health insurance cooperative arrangement is based on the following factors of the Initial Participating Agencies: (a) they are similarly constituted and operated non home rule units of local government; (b) they are taxing bodies located in Cook County, Illinois; (c) they share the common objective of delivering high quality 911 dispatch services through consolidation of resources and personnel; and (d) all of their employees are currently covered under the same health insurance benefits plan provider (Blue Cross / Blue Shield of Illinois).

7.3. Information Technology (IT) and Specialty Services.

LTACC's System must be operational and functional on a 24/7 basis and, therefore, the Board, the Operating Board and the Executive Director agree to cooperate in the retention and/or employment of competently trained and skilled employees and/or outside consultants who have expertise in information technology (IT) and specialty services to manage, maintain, repair and replace all of the LTACC's communications and data delivery equipment, computers, phones, software, hardware and any other related components of the System.

7.4. Resignation and Removal for Non-Attendance or Non-Cooperation.

- A. Attendance. Any member of the Board of Directors or the Operating Board or any subcommittee (as established by the Board of Directors or Operating Board) who is absent from the regular meetings of such Board, Committee or subcommittee for three (3) consecutive regular meetings of such Board, Committee or subcommittee, and who has not furnished written explanations for his or her absence which are satisfactory to a majority of the Board, Committee or subcommittee in attendance, shall, following the third (3rd) consecutive absence, be subject to being classified as a resigned member following a hearing before the Board of Directors. In addition, any member of the Board of Directors, Operating Board or any subcommittee who is absent from fifty percent (50%) of the regular meetings in any one (1) calendar year shall be subject to being classified as a resigned member following a hearing before the Board of Directors. At least seven (7) calendar days prior written notice of the date, time and location of the hearing before the Board of Directors shall be given to the member whose failure to attend is at issue. At the hearing, the member may appear personally and present such pertinent evidence as he or she wishes or as the Board of Directors shall request. If, after a hearing, a majority of the Board of Directors in attendance votes to classify a member as resigned, that member shall be removed from his or her position and there shall be deemed to be a vacancy of such position. The Participating Agency may then designate a replacement (someone other than the person who has been removed) to serve in that position.
- B. Non-Performance or Non-Cooperation. Any member of the Board of Directors or the Operating Board or any subcommittee (as established by the Board of Directors or the Operating Board) who fails or refuses to perform assigned tasks and duties or cooperate in good faith in conducting the business of the Board of Directors or the Operating Board or any subcommittee, and who has not furnished written explanations for his or her non-

performance or non-cooperation, which are satisfactory to a majority of the Board, Operating Board or subcommittee, shall, following the third (3rd) incident of non-performance or non-cooperation, be subject to being classified as a resigned member following a hearing before the Board of Directors. At least seven (7) days written notice of the date, time and location of the hearing before the Board of Directors shall be given to the member whose non-performance or non-cooperation is at issue. At the hearing, the member may appear personally and present such pertinent evidence as he or she wishes or as the Board of Directors shall request. If, after a hearing, a majority of the Board of Directors votes to classify a member as resigned, that member shall be removed from his or her position and there shall be deemed to be a vacancy of such position. The Participating Agency may then designate a replacement (someone other than the person who has been removed) to serve in that position.

ARTICLE VIII INSURANCE

8.0. Required Insurance Coverage.

The Board shall procure and maintain insurance, during the term of this Agreement, as usually held by public entities, including but not limited to: (1) workers' compensation and employer's liability coverages; (2) property insurance coverages sufficient to cover the replacement value of LTACC's equipment, facilities, software, and other assets; (3) general liability coverages with limits of liability of at least Ten Million and No/100 Dollars (\$10,000,000.00) or in such other amounts deemed advisable by the Board; (4) directors and officers liability coverage in an amount not less than Three Million and No/100 Dollars (\$3,000,000.00); (5) business loss or interruption insurance; (6) any other type of insurance required for the operation of LTACC. LTACC's liability insurance shall cover all appointed or designated representatives (e.g., the treasurer, the chief financial officer, the finance director, fire chief, police chief, IT staff), liaisons, executive directors, officers, committee members, employees, volunteers and agents of LTACC, the members of LTACC's Board of Directors and the Operating Board in connection with any alleged acts or omissions in connection with their lawful activities on behalf of LTACC. The Participating Agencies shall be named as additional insureds on all liability coverages maintained by LTACC. The Board may choose to provide the coverages required herein or any other coverages deemed advisable by the Board, in whole or in part, through LTACC's participation in an intergovernmental self-insured risk pool or the commercial market.

ARTICLE IX ADDITIONAL MEMBERS

9.0. Eligibility.

All municipalities, fire protection districts and other units of local government, as well as other providers of public safety services, which have a responsibility for the provision of life-safety services and other public safety services and which are authorized by Illinois law to contract or otherwise associate with other local government entities for the purposes heretofore set forth, are eligible to join LTACC, as provided herein.

9.1. Approval of New Members.

Upon approval as required herein, a new member shall have those rights and obligations as set forth in an addendum to this Agreement that contains the terms and conditions of membership as agreed to by the Board of Directors and the new member. Approval of a new member shall be contingent upon each of the following:

- A. Approval and execution of an addendum to this Agreement;
- B. Delivery to LTACC of a certified copy of a duly enacted resolution in proper form authorizing and directing execution of an addendum to this Agreement, and further agreeing to be bound by this Agreement and the By-Laws (if adopted), as those documents are amended from time to time, and accepting liability for its proportionate share of all existing and future debts and liabilities of LTACC;
- C. Payment to LTACC of a "non-refundable Capital and Operating Participation Fee" that relates to a portion of the Capital Costs incurred in the establishment of LTACC and a portion of the ongoing Operating Costs of LTACC that the new member is obligated to contribute towards, and, if necessary, the payment of additional Capital Costs needed to update the equipment and facilities to allow for the service of the new member and not diminish the existing service level of the other Participating Agencies, as determined by the Board based on information provided by the Executive Director, any LTACC- retained consultant and/or LTACC's auditor. The use of any additional Capital Costs received from a new member shall be determined by the Board with input from the Executive Director, any LTACC-retained consultant and/or LTACC's auditor;
- D. Timely payment of all fees, costs and financial obligations required by this Agreement, an addendum or as determined by the Board;
- E. The Board's determination that LTACC can adequately serve the new member without diminishing the ability of LTACC to continue to serve the other Participating Agencies; and
- F. Approval by a two-thirds (2/3rds) vote of the Board.

ARTICLE X WITHDRAWAL, TERMINATION AND DISSOLUTION

10.0. Voluntary Withdrawal.

An Initial Participating Agency may, at any time after twenty-four (24) months after the Effective Date of this Agreement, give written notice of its intent to withdraw from LTACC, subject to the below conditions in this Section. All other Participating Agencies may, at any time after twenty-four (24) months after joining LTACC, give written notice of its intent to withdraw from LTACC, subject to the below conditions of this Section. Voluntary withdrawal shall be subject to the following conditions:

- A. Withdrawal shall not take effect for two (2) calendar years from the date of such notification.

- B. Upon withdrawal, the withdrawing member shall continue to be responsible for:
- (1) Its share of all LTACC fees and costs through the effective date of its withdrawal or the end of its allocated share of all LTACC financial obligations;
 - (2) Any contractual obligations it has signed separately with LTACC; and
 - (3) The Recapture Fee, as determined by the Board with input from the Executive Director, any LTACC-retained consultant and/or LTACC's auditor.

If the withdrawal results in termination of this Agreement, then the withdrawing member shall participate in the termination of this Agreement and the dissolution of LTACC as set forth herein.

10.1. Involuntary Withdrawal.

- A. Upon a two-thirds (2/3rds) vote of the Board of Directors, a Participating Agency's participation in the LTACC may be terminated for the following reasons:
- (1) The non-payment of any required fees, costs and other financial obligations within thirty (30) days of written notice, if the non-payment is not timely resolved as provided for below.
 - (2) Conduct by the Participating Agency or any of its employees, agents, contractors or representatives that violates any of the terms of this Agreement, any adopted By-laws, or its service agreement or other applicable laws or governmental regulations.
 - (3) Non-compliance with or conduct by the Participating Agency or any of its employees, agents, contractors or representatives that violates any protocols, orders, directives of the Board of Directors, the Operating Board, the Executive Director, or industry standards or applicable laws or governmental regulations in regard to the operation of the LTACC or the System or the participation within the System.

Prior to taking a vote to terminate for an uncured default, the Board of Directors shall provide to the Participating Agency an opportunity to have its alleged default resolved pursuant to the provisions of Section 10.3. (Dispute Resolution; Negotiation) below.

- B. The non-payment of any required fees, costs and financial obligations required by this Agreement within thirty (30) days of notice by LTACC as set forth herein, or the refusal or failure of any Participating Agency to be bound by any obligations of LTACC, shall constitute a default under this Agreement. The default may be cured within the thirty (30) days following receipt of a notice of default. Involuntary withdrawal shall be subject to the following conditions:
- (1) Withdrawal shall take effect immediately or on a date established by a vote of two-thirds (2/3rds) the Board of Directors.
 - (2) Upon withdrawal, the withdrawing Participating Agency shall continue to be

responsible for:

- a. Its share of all LTACC fees and costs and its allocated share of all LTACC financial obligations required by this Agreement for a one (1) year period commencing as of the date that the Board of Directors votes to terminate the membership of the Participating Agency;
- b. Any contractual obligations it has signed separately with LTACC; and
- c. The Recapture Fee.

10.2. Termination and Dissolution.

- A. If the Board determines that the withdrawal of a Participating Agency reduces the number of Participating Agencies to less than that feasible to keep LTACC operational, or upon the vote of two-thirds (2/3rds) of the Participating Agencies to dissolve, then this Agreement shall be terminated as of an effective date to be determined by the Board.
- B. Upon such termination, and after payment of all debts, all assets and all liabilities of the LTACC, remaining funds shall be distributed among those Participating Agencies who were active members of the LTACC at the time of termination or dissolution, in proportion to their respective payments to the LTACC during the preceding three (3) years. The Participating Agencies shall share equally in all costs pertaining to debts and liabilities of the LTACC and any other costs associated with terminating the operations of the LTACC and the dissolution of LTACC. As part of a dissolution of the LTACC and a termination of this Agreement, a Recapture Fee shall be paid by those certain Participating Agencies who are subject to payment of the Recapture Fee as determined by this Agreement.
- C. Upon such termination, and after payment of all debts and liabilities, the Participating Agencies shall cooperate to wind down the LTACC as follows:
 - (1) The fixed assets of the LTACC shall be declared surplus property and sold by auction or sealed bid or as allowed by applicable law after at least a prior thirty day (30) public notice is issued. The proceeds from the sale of the fixed assets and all cash, less the payment of any and all debts and liabilities, shall be divided among the active Participating Agencies at the time of dissolution in proportion to their average respective Annual Service Fees paid during the preceding three (3) fiscal years. If the debts and liabilities exceed the proceeds of the sold assets, payment of the remaining debts and liabilities shall be made by contributions by all active Participating Agencies, at the time of dissolution, in proportion to their average respective Annual Service Fees paid during the preceding three (3) fiscal years.
 - (2) All Participating Agencies shall share on a proportionate basis (as noted in Subsection (1) above) in the payment or satisfaction of all debts and liabilities of the LTACC and any other costs, fees and charges associated with terminating the operations of LTACC and the dissolution of the LTACC.
 - (3) As part of a dissolution of the LTACC and a termination of this Agreement, a

Recapture Fee shall be paid by those certain Participating Agencies who are subject to the Recapture Fee. The Board of Directors, with input from the Executive Director, any LTACC-retained consultant and/or LTACC's auditor, will determine the value of any Recapture Fees.

- (4) All public records, individual files and documentation shall be discarded in accordance with the regulations of the Local Records Act, upon approval of the Local Records Commission, or shall be distributed to the applicable Participating Agency which has jurisdiction of the subject matter of the file or documentation for retention, without charge or offset.

10.3. Withdrawal of Participating Agency or Dissolution of LTACC; Surcharge Funds.

Upon withdrawal of a Participating Agency or the dissolution of the LTACC, all monies that are allocated or attributable to the Participating Agency that are received or collected prior to or after the effective date of the withdrawal or termination to pay for the operation and maintenance of LTACC's System from any surcharge or revenue source authorized by any federal or State law, including Section 15.3 of the Emergency Telephone System Act (50 ILCS 750/15.3), the Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*) and the Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*), shall be made available to the Participating Agency for use in accordance with applicable federal or State law, but only after the allocated portion of the Participating Agency's debts, liabilities and obligations pertaining to its participation in LTACC or its withdrawal from LTACC or the dissolution of LTACC have been fully paid.

10.4 Dispute Resolution; Negotiation.

The Participating Agencies desire to resolve any future disputes that may arise between them relative to this Agreement by avoiding termination of a Participating Agency in LTACC or litigation. Accordingly, the Participating Agencies agree to engage in good faith negotiations to resolve any such dispute. If any Participating Agency has a dispute about a violation, interpretation or application of a provision of this Agreement, or if a dispute arises regarding a Participating Agency's failure to comply with the terms of this Agreement, then a written notice prepared by the affected party or his/her/its representative (e.g., the Board of Directors, the Operating Board, the Executive Director or one or more Participating Agencies) shall be served on the Executive Director and upon the Participating Agency at issue as provided in Article XVI of this Agreement. The written notice shall set forth in detail the dispute, the provisions of this Agreement to which the dispute is related, and all facts and circumstances pertinent to the dispute. The Executive Director then, within ten (10) calendar days of receipt of the notice or issuance of the notice, shall schedule a date to conduct a conference to resolve the dispute. Such conference shall be conducted by the Executive Director within thirty (30) calendar days after notice of the dispute has been delivered as provided herein. If a resolution is not reached within such 30-day period (or such longer period to which the Parties may mutually agree), then either party may pursue remedies available under this Agreement or available under applicable law. The Executive Director shall update the Board of Directors and the Operating Board on the status of such dispute resolution efforts.

ARTICLE XI CONTRACTS

11.0. Execution of Contracts.

The Board may authorize any officer or agent to enter into any contract or execute and deliver any instrument in the name of and on behalf of LTACC, and such authority may be general or confined to specific instances.

ARTICLE XII DISPATCH CENTER AND FACILITIES

12.0. LTACC Dispatch Center - Primary.

The Village of La Grange currently operates a full service dispatch center from a facility located at 304 West Burlington Avenue, La Grange, Illinois (the "La Grange Dispatch Facility"). Under this Agreement, the La Grange Dispatch Facility shall be the primary site where LTACC dispatchers and other LTACC employees work on a daily basis and provide Dispatch Services (referred to as the "LTACC Dispatch Center").

12.1. Provision of Dispatch Services.

Dispatch Services shall be provided by the LTACC Dispatch Center in accordance with the LTACC Dispatch Center Policies and Procedures Manual, as adopted, maintained and updated by the Board upon recommendation of the Executive Director and the Operating Board. A copy of the LTACC Dispatch Center Policies and Procedures Manual shall be incorporated by reference into this Agreement and made a part hereof.

12.2. Lease of LTACC Dispatch Center

For the duration of this Agreement, the Village of La Grange agrees to lease LTACC Dispatch Center #1 and all of its fixtures and existing equipment to LTACC, for \$1.00 per year, for use in accordance with the terms of this Agreement. Under the leasehold interests that are created by this Agreement, LTACC and its officials, officers and employees shall have a right of access in LTACC Dispatch Center #1 and - for purposes of maintaining and operating the System and complying with the obligations of this Agreement. Upon termination of this Agreement, the leasehold interests and rights of access that are created by this Agreement that pertain to LTACC Dispatch shall terminate without further notice or action by LTACC or any Participating Agencies.

- A. **Termination of Agreement.** At the time of termination of this Agreement, title to any and all fixtures, equipment, software or hardware relating to the System or to LTACC's operations that are installed or located within LTACC Dispatch Center shall automatically be declared by LTACC to be surplus property and shall be conveyed to the then-owners of LTACC Dispatch Center, subject to payment of Recapture Fees by the Participating Agencies who own those buildings. Unless otherwise agreed to in writing, LTACC and the other Participating Agencies shall not obtain any ownership rights or access rights (beyond the lease-access rights contained in this Agreement) in LTACC Dispatch Center.

- B. Termination or Withdrawal by La Grange or Western Springs.** In the event that La Grange or Western Springs withdraws from or terminates its participation in the LTACC, then the respective lease arrangements provided by this Agreement for the LTACC Dispatch Center shall also terminate. Title to any and all fixtures, equipment, software or hardware relating to the System or to LTACC's operations that are installed or located within LTACC Dispatch Center shall automatically be declared by LTACC to be surplus property and shall be conveyed to the then-owners of LTACC Dispatch Center, subject to payment of Recapture Fees by the Participating Agencies who own those buildings.

12.3. Training of Dispatch Center Personnel.

All LTACC Dispatch Center employees shall be trained, certified and/or receive additional periodic training, on an as-needed basis, at the direction of the Executive Director, in all technical areas and disciplines relating to the provision of the Dispatch Services and the use of all Dispatch Center equipment, computers and other technology in accordance with applicable laws and regulations and the LTACC Dispatch Center Policies and Procedures Manual, including but not limited to: Emergency Medical Dispatch (E.M.D.) protocol, the Law Enforcement Data System program ("LEADS"), the National Crime Information Center program ("NCIC"), the Illinois Commerce Commission 9-1-1 regulations ("ICC 9-1-1"), the Northern Illinois Police Alarm System program ("NIPAS"), the Illinois Law Enforcement Alarm System program ("LEAS"), the Mutual Aid Box Alarm System program ("MABAS"), and the Illinois Public Works Mutual Aid Network program ("IPWMAN").

12.4. NET-WEST Radio Transmission Intergovernmental Cooperation Agreement ("NET-WEST IGA").

The Initial Participating Agencies are members of the NET-WEST IGA for purposes of operating a police department-related radio frequency transmission system ("RFTS"). In regard to the NET-WEST IGA and the RFTS, the Initial Participating Agencies agree that the Board of Directors, with input from the Executive Director and the Operating Board, shall explore and implement the following option:

- **Option #1:** Assign the NET-WEST IGA to LTACC and have LTACC take over the FCC radio license, equipment and operations. The NET-WEST IGA participants shall continue to receive radio system services and be obligated per the cost sharing terms of the NET-WEST IGA. LTACC would replace La Grange Park under the NET-WEST IGA in regard to all aspects of operations and maintenance of NET-WEST's RFTS.

12.5. Accreditation.

The Board of Directors, with input from the Operating Board and the Executive Director, will explore and evaluate options for applying for and receiving accreditation status from national and State recognized accreditation organizations that pertain to the Services performed by the LTACC. The Board of Directors will determine the timetable for pursuing accreditation from one or more accreditation organizations after evaluating and determining that LTACC has adequate staffing and budgetary resources to pay for the costs associated with achieving and maintaining accreditation status.

**ARTICLE XIII
INDEMNIFICATION**

13.0. Indemnification Generally.

LTACC shall indemnify, defend and hold harmless any person who was or is made a party to a pending or completed action, suit or proceeding by reason of the fact that he/she is or was an appointed or designated representative (e.g., the treasurer, the chief financial officer, the finance director, the fire chief, the police chief, IT staff), liaison, director, officer, committee member, employee, volunteer or agent of LTACC, against and from any expenses (including reasonable attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred in connection with such action, suit or proceeding, if he/she acted in good faith on behalf of the interests of LTACC. The determination of whether an individual acted in good faith on behalf of the interests of LTACC shall be made by a majority vote of a quorum of the Board. This indemnification shall not apply to punitive damages or if indemnification would otherwise be prohibited by law.

13.1. Indemnification – La Grange.

To the fullest extent permitted by law, La Grange agrees to defend, indemnify and hold each of the other Participating Agencies and their respective appointed and elected officials, employees, volunteers, contractors and agents harmless from and against any and all claims, demands, losses, causes of action or liabilities of any nature whatsoever, including reasonable attorney's fees and expenses, arising out of, in whole or in part, or in connection with or in consequence of any act or omission on the part of La Grange, its respective appointed and elected officials, employees, volunteers, contractors and agents, in the performance of or with relation to any of the work or services to be performed or furnished by or on behalf of La Grange under this Agreement, except to the extent caused by the sole negligence of one or more of the other Participating Agencies.

13.2. Indemnification – La Grange Park.

To the fullest extent permitted by law, La Grange Park agrees to defend, indemnify and hold each of the other Participating Agencies and their respective appointed and elected officials, employees, volunteers, contractors and agents harmless from and against any and all claims, demands, losses, causes of action or liabilities of any nature whatsoever, including reasonable attorney's fees and expenses, arising out of, in whole or in part, or in connection with or in consequence of any act or omission on the part of La Grange Park, its respective appointed and elected officials, employees, volunteers, contractors and agents, in the performance of or with relation to any of the work or services to be performed or furnished by or on behalf of La Grange Park under this Agreement, except to the extent caused by the sole negligence of one or more of the other Participating Agencies.

13.3. Indemnification – Western Springs.

To the fullest extent permitted by law, Western Springs agrees to defend, indemnify and hold each of the other Participating Agencies and their respective appointed and elected officials, employees, volunteers, contractors and agents harmless from and against any and all claims, demands, losses, causes of action or liabilities of any nature whatsoever, including reasonable attorney's fees and expenses, arising out of, in

whole or in part, or in connection with or in consequence of any act or omission on the part of Western Springs, its respective appointed and elected officials, employees, volunteers, contractors and agents, in the performance of or with relation to any of the work or services to be performed or furnished by or on behalf of Western Springs under this Agreement, except to the extent caused by the sole negligence of one or more of the other Participating Agencies.

13.4. Indemnification - New Participating Agencies and Non-Members.

Each new Participating Agency shall be obligated to sign an addendum to this Agreement in order to participate in LTACC, and such addendum shall obligate the new Participating Agency to all of the terms of this Agreement, including the above Indemnification provision. The service agreement for each Non-Member shall contain indemnification provisions that are consistent with this Article.

**ARTICLE XIV
PUBLIC WORKS / ESDA / ADMINISTRATIVE DISPATCHING**

14.0. Other Dispatching Services.

Subject to an evaluation by the Operating Board of LTACC's capabilities and its ability to deliver such dispatching services and their associated additional costs to LTACC, each Participating Agency may receive public works services, management services and/or administrative services from LTACC, in the discretion of the Board of Directors. If there are additional costs to deliver such dispatching services, the Board of Directors shall determine the allocation of payment of such costs based on a recommendation of the Operating Board.

**ARTICLE XV
LEAD AGENCY**

15.0. Lead Agency.

Subject to approval by the Board of Directors, the LTACC may serve as lead agency in grant or loan applications or other intergovernmental cooperative arrangements for lawful, public purposes involving the LTACC and other third parties, including any of its Participating Agencies.

15.1. Intergovernmental Arrangements.

Subject to approval by the Board of Directors, the LTACC may enter into appropriate intergovernmental agreements with one or more Participating Agencies or with other third parties for any lawful, public purposes.

**ARTICLE XVI
MISCELLANEOUS**

16.0. Limitation of Liability.

The liabilities, contracts, obligations, debts and property of LTACC shall not be considered in any way a liability, contract, obligation, debt or property of the individual Participating Agencies which together form

LTACC. No officer, agent, employee or director of LTACC shall have any authority under this Agreement to extend the contractual liability of any party hereto in any manner not approved by the Board of Directors.

16.1. Member Equipment.

Each Participating Agency shall be responsible for the costs of acquisition, installation and maintenance of the equipment which is unique to that Participating Agency and not a benefit to LTACC as a whole. Examples of such unique equipment include, but are not limited to, squad car, ambulance and fire equipment, wireless phones and pagers. Any dispute which arises as to whether the cost or expense of any such equipment or service should be borne by a Participating Agency or by LTACC shall be resolved by the Board.

16.2. Amendment.

This Agreement may not be amended, except by written addendum or amendment duly authorized and adopted by the Corporate Authorities of each Participating Agency who desire to continue to participate in this Agreement.

16.3. Duration.

This Agreement and LTACC shall continue in effect until terminated as provided herein.

16.4. Remedies.

Since the purpose of this Agreement is to provide communications services on an ongoing basis, money damages or termination of this Agreement will not be an adequate remedy in the event of a default. Accordingly, the Parties hereto explicitly agree that any one or more Parties hereto aggrieved by the default hereunder of any one or more other Parties shall be entitled, upon a proper showing of default, to a decree of specific performance of any covenant hereunder from a court of competent jurisdiction and that the alleged adequacy of legal remedies shall not be a defense in an action for specific performance. Nothing in this Agreement shall be construed to deprive an aggrieved party of any remedy afforded by law.

16.5. Assignment.

The rights or obligations of each Participating Agency under this Agreement may not be transferred.

16.6. Severability.

If any part of this Agreement is determined to be invalid by a court of law, such adjudication shall not affect the validity of this Agreement as a whole or of any other part.

16.7. Notices.

Any notice required under this Agreement shall be in writing and deemed to be given on the date of mailing if sent by registered or by certified mail, return receipt requested, or via facsimile to the address or addresses of the Parties' principal administrative offices addressed to the Mayor or Village President or the Village Administrator/Village Manager. Such notices may also be delivered by messenger delivery, overnight express mail or personal delivery. Electronic notice (via email) may be used for any administrative matters, including, but not limited to, meeting reminders and distribution of agenda packets.

16.8. Headings.

Section headings and titles are descriptive only and do not in any way limit or expand the scope of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their hands and seals on the respective dates set forth below. This Agreement may be executed in duplicate originals.

SIGNATURE PAGES TO FOLLOW

SIGNATURE PAGE FOR VILLAGE OF LA GRANGE

IN WITNESS WHEREOF, the below authorized official of the Village of La Grange has signed this Agreement pursuant to legal authorization granted to him under the Constitution of the State of Illinois (Ill. Const. Art. VII, Section 10), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), the Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*), the Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)), the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)), and the corporate approval granted by passage of a resolution by the Corporate Authorities of the Village of La Grange.

Village of La Grange

Mark Kuchler, Village President

Date: _____, 2020

Attest:

John Burns, Village Clerk

Date: _____, 2020

SIGNATURE PAGE FOR VILLAGE OF LA GRANGE PARK

IN WITNESS WHEREOF, the below authorized official of the Village of La Grange Park has signed this Agreement pursuant to legal authorization granted to him/her under the Constitution of the State of Illinois (Ill. Const. Art. VII, Section 10), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), the Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*), the Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)), the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)), and the corporate approval granted by passage of a resolution by the Corporate Authorities of the Village of La Grange Park.

Village of La Grange Park

James Discipio, Village President

Date: _____, 2020

Attest:

Meghan Kooi, Village Clerk

Date: _____, 2020

SIGNATURE PAGE FOR VILLAGE OF WESTERN SPRINGS

IN WITNESS WHEREOF, the below authorized official of the Village of Western Springs has signed this Agreement pursuant to legal authorization granted to him/her under the Constitution of the State of Illinois (Ill. Const. Art. VII, Section 10), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), the Emergency Telephone System Act (50 ILCS 750/1 *et seq.*), the Wireless Emergency Telephone Safety Act (50 ILCS 751/1 *et seq.*), the Prepaid Wireless 9-1-1 Surcharge Act (50 ILCS 753/1 *et seq.*), Section 11-5.3-1 of the Illinois Municipal Code (65 ILCS 5/11-5.3-1), the Department of State Police Law (20 ILCS 2605-52 (Office of Statewide 9-1-1 Administrator)), the applicable provisions of the Illinois Administrative Code (83 Ill. Admin. Code. § 725.200(i)), and the corporate approval granted by passage of a resolution by the Corporate Authorities of the Village of Western Springs.

Village of Western Springs

Alice F. Gallagher, Village President

Date: _____, 2020

Attest:

James Horvath, Acting Village Clerk

Date: _____, 2020

Village Board Agenda Memo

Date: January 8, 2020

To: Village President & Board of Trustees

From: Dean Maggos, Director of Fire and Building
Julia Cedillo, Village Manager



RE: Ordinance Amendment – Authority to Declare a State of Emergency

PURPOSE

To amend the Village of La Grange Park Municipal Code, in accordance with the Statutory Illinois Municipal Code, to allow for the Village President to declare a local State of Emergency.

GENERAL BACKGROUND

In reviewing the Village’s Municipal Code and the Statutory Illinois Municipal Code in relation to the current COVID-19 pandemic, it was found that the Village President currently has the authority to declare a local Disaster, but there may at times be a need for the Village President to declare a local State of Emergency. Section 11-1-6 of the Illinois Municipal Code allows for this (65 ILCS 5/11-1-6), and for the Village President to exercise extraordinary power and authority during a State of Emergency, but only if the corporate authorities of a municipality grant such powers by ordinance.

With such an ordinance, following the Village President declaring a Local State of Emergency, he would utilize Executive Orders to exercise the power and authority of the corporate authorities of the Village (Village Board), as may be reasonably necessary to respond to the emergency. Such a Declaration, if necessary, will help to ensure that timely actions are taken to address emergency conditions, and that Village business continues to be conducted while in the state of emergency, such as payment of bills should meetings be cancelled, and approving emergency purchases over the Village Manager’s procurement threshold. In accordance with the Illinois Municipal Code, such declarations expire no later than the adjournment of the first regular meeting of our Village Board following the Declaration. Any actions taken during the State of Emergency, or Executive Orders issued, would then need to be extended, most likely by a village ordinance, and approved by the entire Village Board, at that meeting.

In addition, the Executive Orders issued following a specific State of Emergency Declaration could be used to address a number of concerns the Village may face during an emergency. The main goals of such would be to protect life and property, but some of the orders may be needed in response to such things as Village staffing shortages, especially should emergency responders fall ill, in order to help protect the Village.

The following are some examples of Executive Orders that may be issued during a State of Emergency.

- Modifying schedules, hours and pay outside of management rights.
- Modifying policies due to resource needs.
- Receiving and/or providing aid between communities and agencies outside of existing IGA's.
- Entering into new emergency IGA's.
- Closing businesses or restricting business hours.
- Prohibiting sale of dangerous goods or supplies, such as not allowing for the sale of gasoline outside of fuel tanks.
- Imposing specific or modified curfews.
- Authorizing erection of structures or other temporary works outside of building or zoning regulations designed to mitigate danger, damage or loss.

Again, these are just some examples of items that may need to be addressed by Executive Order once a formal Declaration of a Local State of Emergency is declared. It all depends on the specific issue presenting itself during an emergency.

To date, the Village has implemented a series of temporary measures in response to the Governor's Stay at Home Order and the CDC's recommendation for social distancing, in an effort to prevent the spread of COVID-19 in the community. They are as follows:

- Temporarily suspending water fee late payments until June;
- Temporarily suspending water shut offs until further notice;
- Temporarily suspending enforcement of Village vehicle stickers until further notice;
- Temporarily assigning split work teams at Public Works; and
- Temporarily assigning employees to work from home.

MOTION/ACTION REQUESTED

Discussion & Action – Ordinance Amendment Granting Authority to the Village President to Declare a State of Emergency - Motion: To Approve an Ordinance Amending Title III (Administration), Chapter 37 (Emergency Management Agency) of the Village Code of the Village of La Grange Park in regards to the Village President's Authority to Declare a State of Emergency Pursuant to 65 ILCS 5/11-1-6

STAFF RECOMMENDATION

Staff recommends adoption of the proposed ordinance. It positions the Village to be able to respond to emergencies that the Village may face, potentially with the COVID-19 pandemic, and in the future.

DOCUMENTATION

- Adopting ordinance for amending Title III, Chapter 37 of the Village Code
- Illinois Municipal Code - Language from 65 ILCS 5/11-1, Chapter 24
- Declaration of Local State of Emergency (*drafted for COVID-19, if necessary*)

ORDINANCE NO. 1127

AN ORDINANCE AMENDING TITLE III (ADMINISTRATION), CHAPTER 37 (EMERGENCY MANAGEMENT AGENCY) OF THE VILLAGE CODE OF THE VILLAGE OF LA GRANGE PARK IN REGARD TO THE VILLAGE PRESIDENT'S AUTHORITY TO DECLARE A STATE OF EMERGENCY PURSUANT TO 65 ILCS 5/11-1-6

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

WHEREAS, such ordinance shall establish the standards to be relied upon for the Village President to determine when a state of emergency exists; and

WHEREAS, it is in the best interests of the Village and its residents that the village President be granted the authority to declare that a state of emergency exists, and, following that declaration, to exercise, by executive order, such of the powers of the corporate authorities as may be reasonably necessary to respond to the emergency, as provided for in 65 ILCS 5/11-1-6;

BE IT ORDAINED by the President and Board of Trustees (together, the "Corporate Authorities") of the Village La Grange Park, Cook County, Illinois, as follows:

SECTION 1: The above recitals are incorporated herein by reference.

SECTION 2: That Title III (Administration), Chapter 37 (Emergency Management Agency) of the Village Code of the Village of La Grange Park is amended by adding a new Section 37.21.1 (Village President's Authority to Declare a State of Emergency), to read in its entirety as follows:

"37.21.1: VILLAGE PRESIDENT'S AUTHORITY TO DECLARE A STATE OF EMERGENCY:

(A) The Village President is hereby authorized to render a declaration of a state of emergency within the Village based on the following findings and supporting facts:

1. There has occurred, or there is an actual imminent danger of the occurrence of, a natural disaster, catastrophe, pestilence, contagious disease or other public health emergency, which is likely to cause loss of life, loss of productivity, hardship or suffering to the persons residing in or doing business in the Village.

2. The declaration of a state of emergency and the actions to be taken pursuant to that declaration are specifically designed to, and likely to, address and alleviate the potential loss of life, loss of productivity, hardship and suffering.

(B) The declaration of a state of emergency shall:

1. Be in writing and executed under oath;
2. Set forth the basis and underlying facts supporting the declaration of a state of emergency;
3. Make reference to published statements of federal, state or county agencies whose duty it is to address emergency matters;
4. To the extent possible, specify the procedures and protocols to be followed during the state of emergency;
5. To the extent possible, make specific reference to any regulations which may be subject to suspension during the state of emergency; and
6. Consistent with subsection E. below, set forth the duration of the state of emergency.

(C) The declaration of a state of emergency shall be filed with the Village Clerk as soon as practicable after being issued.

(D) During said state of emergency, the Village President shall be authorized to exercise, by executive order, such powers of the Corporate Authorities as may be reasonably necessary to respond to the emergency.

(E) Any state of emergency declared pursuant to this Section shall expire no later than the adjournment of the first regular meeting of the Corporate Authorities after the state of emergency has been declared.

(F) A declaration of a state of emergency, pursuant to this Section, may not suspend in any way the rights of residents of the Village under the Illinois Constitution or the United States Constitution."

SECTION 3: All ordinances, or parts of ordinances, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.

SECTION 4: Each section, paragraph, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

SECTION 5: That all ordinances and resolution, or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 6: This Ordinance shall be in full force and effect from and after its adoption, approval, and publication as required by law.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 14th day of April, 2020.

YES: _____

NO: _____

ABSENT: _____

APPROVED this 14th day of April, 2020.

Dr. James L. Discipio, Village President

ATTEST: _____
Meghan Kooi, Village Clerk

CMK Review: 3/31/2020

(65 ILCS 5/11-1-6) (from Ch. 24, par. 11-1-6)

Sec. 11-1-6. The corporate authorities of each municipality may by ordinance grant to the mayor the extraordinary power and authority to exercise, by executive order, during a state of emergency, such of the powers of the corporate authorities as may be reasonably necessary to respond to the emergency. Such ordinance shall establish standards for the determination by the mayor of when a state of emergency exists, and shall provide that the mayor shall not exercise such extraordinary power and authority except after his signing, under oath, a statement finding that such standards have been met, setting forth facts to substantiate such findings, describing the nature of the emergency, and declaring that a state of emergency exists. Such statement shall be filed with the clerk of the municipality as soon as practicable. A state of emergency, declared as provided in this section, shall expire not later than the adjournment of the first regular meeting of the corporate authorities after the state of emergency is declared.

(Source: Laws 1968, p. 80.)

Declaration of Local State of Emergency

State of Illinois
County of Cook
Village of La Grange Park

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

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

WHEREAS, on January 30, 2020, the World Health Organization declared the COVID-19 outbreak to be a public health emergency of international concern; and

WHEREAS, on March 9, 2020, the Governor of the State of Illinois issued a disaster proclamation due to the impact of the COVID-19 outbreak and activated the State Emergency Operations Center; and

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

WHEREAS, on March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the COVID-19 outbreak; and

WHEREAS, the COVID-19 outbreak is a direct and serious threat to the health, safety and welfare of the residents of La Grange Park, Illinois; and

WHEREAS, under a local declaration of a State of Emergency, the Village President shall be authorized to exercise, by executive order, such powers of the Corporate Authorities as may be reasonably necessary to respond to the COVID-19 outbreak.

NOW, THEREFORE BE IT RESOLVED, pursuant to the authority vested in the office of **Village President**, by Chapter 20, Section 3305/11 of the Illinois Emergency Management Agency Act (20 ILCS 3305/11), I, **James L. Discipio**, of the Village of La Grange Park, do hereby declare that a **Local State of Emergency exists as of this date**.

Approved this ____ day of _____, 2020.

Dr. James L. Discipio, Village President

ATTEST: _____
Meghan M. Kooi, Village Clerk

This Declaration of Local Disaster and State of Emergency shall be filed with the Village Clerk as soon as practicable.

Public Works Committee Divider

Michael Sheehan, Chairman

Jamie Zaura

Scott Mesick

Village Board Agenda Memo

Date: April 14, 2020

To: President and Board of Trustees

From: Richard Radde, Public Works Director *RWR*
Julia Cedillo, Village Manager *JC*

RE: 2020 Landscape Maintenance Contract – Renewal with Landscape Concepts

PURPOSE:

To approve a “not to exceed” amount of \$14,000 for landscape maintenance contracts (lawn maintenance, flower bed maintenance and lawn maintenance at Water Plant) from April 15, 2020 through November 30, 2020.

GENERAL BACKGROUND:

Contractor assistance is needed to perform lawn mowing and flower bed landscape maintenance in various areas throughout the Village, to allow public works employees to perform other tasks.

The Village's current contractor, Landscape Concepts Management, has agreed to a price increase of 1.95% over last year's contract price.

• Flower Bed Maintenance (various locations)	\$2,570.00
• Lawn Maintenance (Water Plant)	\$3,598.00
• Lawn Maintenance (various locations)	\$7,266.00
Total =	\$13,434.00

STAFF RECOMMENDATION:

Staff believes that it is in the best interest of the Village to retain the services of the Landscape Concepts Management, Inc. in a "not to exceed" amount of \$14,000 at the Work Session Meeting on April 14, 2020.

MOTION / ACTION REQUESTED:

This item is both for discussion and action.

Motion: To Approve and Authorize the Village Manager to Sign Contracts from Landscape Concepts Management, Inc. in a "Not to Exceed" amount of \$14,000.00.

DOCUMENTATION:

- Landscape Concepts - Flower Bed Maintenance Contract
- Landscape Concepts – Lawn Maintenance Contract (water plant)
- Landscape Concepts – Lawn Maintenance Contract (various locations)
- Village Map of Various Locations



April 06, 2020

2020 CONTRACT PROPOSAL

Contract No. - 93913

LA GRANGE PARK, VILLAGE OF
LA GRANGE, VILLAGE OF
Landscape Maintenance Flower Bed

This is an agreement between Landscape Concepts Management, Inc., ("LCM") 31745 N. Alleghany Rd., Grayslake, IL 60030 and La Grange, Village of, not as principal but solely as managing agent ("Managing Agent"), for the Owner of LA GRANGE PARK, VILLAGE OF ("the Property") located at 447 North Catherine Ave, La Grange Park IL, 60526.

NO TURF MAINTENANCE PROGRAM

Scope of Work: This program provides maintenance of all exterior landscape areas excluding paved areas, lights, signs, fences, and irrigation systems.

Period of Coverage: This proposal shall provide for weekly landscape maintenance during the period beginning April 1st and ending November 30th.

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

1. Remove leaves and debris from planting beds and landscaped areas.
2. Blow debris from walkways and parking areas.
3. Ornamental grass and perennial material left from fall will be removed at the plant crown.
4. Debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.

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

Bed Maintenance: Mulched landscape beds and tree rings will be cultivated as required. Beds will be inspected throughout the season for weed material. Herbicides will be applied at the manufacturer's recommended rate. Spot weeding of mulched and non-mulched beds will be accomplished through hand pulling or chemical treatments. Blow debris from walkways, beds and included parking areas. Any areas chosen to be maintained by property owners shall be clearly marked with red flags, available from LCM.

Note: LCM will not be liable for damage done to improperly buried cables, wires, gas lines, irrigation lines, etc. These items should be buried a minimum of 6" below grade, or code where applicable.

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

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

Shrub Pruning: Deciduous plant material under 6' shall be pruned after flowering occurs (this varies season to season and by plant variety). Pruning will achieve removal of broken or otherwise injured wood and maintain the plants natural form and symmetry to the existing material. Once underway, the

shrub pruning service may happen over an extended period of time.

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

Note: Any areas chosen to be maintained by property owners shall be clearly marked with red flags, available from LCM. Dormant, rejuvenation and/or other pruning operations will be performed only upon approval from management at a predetermined cost.

Trees/Ornamentals: Deciduous trees and ornamentals will receive one (1) application of complete analysis granular fertilizer in spring. Branches of deciduous and ornamental trees, below 12 feet in height, shall be pruned to eliminate dead, diseased, or damaged wood. Sucker material will be removed on an on-going basis. Additional pruning operations, such as shaping, dormant pruning, or trees within naturalized areas (ie: hedgerows) will be performed as an additional service only upon approval of site management at a predetermined price.

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

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

Insect/Disease Control: Spray applications for disease or insect activity will be addressed on an "as needed" basis, targeting specific areas for treatment at an additional cost. The property will be regularly monitored for seasonal or expected problem areas. Management will be notified of any excessive problem situations requiring treatments and a written proposal for these treatments will be provided. All applications will be made by properly licensed personnel as required, following manufacturer's recommended rates and directions. License information and material data safety sheets will be provided upon request.

GRANULAR FERTILIZATION

To increase the overall health and vigor of the shrubs a granular fertilizer should be surface applied around their base. Fertilizer to be a quality slow release product with a balanced analysis. This procedure is especially beneficial to shrubs planted in poor soil or to stimulate new growth following dormant pruning.

2020 CONTRACT SUMMARY

BILLING SCHEDULE

MONTHLY BILLING SCHEDULE	SERVICE COST	TOTAL COST
APRIL 2020	\$321.25	\$321.25
MAY 2020	\$321.25	\$321.25

JUNE 2020	\$321.25	\$321.25
JULY 2020	\$321.25	\$321.25
AUGUST 2020	\$321.25	\$321.25
SEPTEMBER 2020	\$321.25	\$321.25
OCTOBER 2020	\$321.25	\$321.25
NOVEMBER 2020	\$321.25	\$321.25
TOTAL:	\$2,570.00	\$2,570.00

General: All services to be performed by trained, properly supervised personnel in accordance with accepted horticultural practices. Materials shall be applied at manufacturers recommended rates. The environmental impact of alternate products shall determine which is used. Sufficient personnel and equipment shall be provided to complete all operations in a timely fashion. Clean up (policing) of entire site to remove miscellaneous accumulated debris, branches, leaves, etc. Policing of the grounds will be part of every visit by a maintenance crew. Certificates of insurance will be provided upon request. We carry Worker's Compensation and Occupational Disease Insurance, General Liability Insurance and Auto Liability Insurance. All water shall be provided by the owner with adequate silcox and/or hydrants provided. LCM will assume the responsibility for contacting the local utility location services for underground line locations. We cannot, however, be held responsible for any sub-surface lines which are not normally located and may not be buried to specification (at least 6"). These would include, but are not limited to, invisible dog fences, cable TV, security lines, irrigation or lighting systems, gas barbecue lines, and pool equipment lines.

2020 MANAGEMENT DIVISION EQUIPMENT, LABOR RATES & BASIC MATERIAL COSTS

	Per Hour	Premium Time Per Hour
1. Maintenance Foreman, per man	\$46.00	\$69.00
2. Maintenance Laborer, per man	\$38.00	\$57.00
3. Construction Foreman, per man	\$54.00	\$81.00
4. Construction Laborer, per man	\$48.00	\$72.00
5. Skilled laborer with power tool	\$54.00	\$81.00
6. Truck/Applicator – does not include material	\$110.00	\$165.00
7. Irrigation Foreman	\$86.00	\$129.00
8. Irrigation Labor	\$64.00	\$96.00
9. Licensed Arborist, per man – Tree Foreman	\$78.00	\$117.00
10. Tre Laborer	\$54.00	\$81.00
11. Tree Climber, per man	\$64.00	\$96.00
12. 30' Bucket Truck with Operator	\$88.00	\$132.00
13. 55' Bucket Truck with Operator	\$140.00	\$210.00

14. Chipper with Operator	\$120.00	\$180.00
15. Stump Ginder with Operator	\$120.00	\$180.00
16. 1,000 Gallon Water Truck with Operator	\$124.00	\$186.00
17. 750 Gallon Water Truck with Operator	\$100.00	\$150.00
18. Hand Water – using water on site	\$42.00	\$63.00
19. 8' Field Mower with Operator	\$90.00	\$135.00
20. 16' Field Mower with Operator	\$180.00	\$270.00
21. Mini Excavator with Operator	\$124.00	\$186.00
22. Skidsteer with Operator	\$124.00	\$186.00
23. Trencher with Operator	\$90.00	\$147.00
24. Six Wheel Dump Truck with Operator	\$160.00	\$240.00
25. 10 Yard Chipper Truck with Operator	\$130.00	\$195.00
26. 1 Ton Dump Truck with Operator	\$96.00	\$144.00
27. 5 Ton Dump Truck with Operator	\$124.00	\$186.00
28. Pick-up Truck/Van with Operator	\$90.00	\$135.00

Note: Premium time rates apply after 8 hours continuous service, and weekends and holidays. Minimum service charge 4 hours per unit.

Additionally, the above rate sheet is applicable only to the year indicated at the top. Time and Material pricing is subject to change on an annual basis. Annual rate sheets are sent to all clients in March of each year. This contract is subject to any changes in the Rate Sheet regardless of whether the Managing Agent receives a copy of any new Rate Sheets.

VI. MARKETPLACE VOLATILITY

In the event that market pricing for products and services increases dramatically outside of LCM's control, LCM reserves the right to modify pricing accordingly.

VII. GOVERNMENTAL REGULATIONS

In the event that the federal, state or local government imposes governmental regulation or an additional tax which increases LCM's cost of doing business, LCM will increase the contract and T&M rates by no greater than the same percentage imposed, at the time the regulation or tax takes effect.

VIII. FUEL SURCHARGE

In the event that the average price of fuel meets or exceeds \$3.75/Gallon for 30 or more days, LCM will add an additional 5% charge to the monthly contract price. The website gasprices.aaa.com or its equivalent, will be used to determine the average price of fuel.

IX. BILLING

A. Invoices shall be submitted by LCM identifying each service performed and any additional authorized expenses, and terms shall be net fifteen (15) days. Billing periods for maintenance contracts will be monthly, at the beginning of each month in which the service is performed. Billing for Work Orders and for time and material based billing will be invoiced within seven (7) days of the work being completed.

2. Balances unpaid after thirty (30) days from date of invoice are subject to a late payment charge of 1.5% per month – annual interest rate equals 18%. LCM reserves the right to suspend services should outstanding payment for above services exceed sixty (60) days past date of invoice. Services will be temporarily discontinued at the 91st day of non-payment until the account is brought current. LCM shall be paid reasonable attorney's fees, expenses and costs incurred in collection of any outstanding invoices or enforcing any of the provisions of this Agreement, regardless of whether a legal action is initiated. Jurisdiction for any issue litigated under this contract shall be in Lake County, Illinois. If Managing Agent cancels this Contract prior to the expiration date, services that are due and payable shall include LCM's costs incurred through the date of termination.

X. Insurance: Certificates of insurance will be provided upon request. LCM has the following insurance coverage:

<u>Coverage</u>	<u>Limits</u>
Workers' Compensation	Statutory
Employer's Liability	\$1,000,000 each accident bodily injury by accident \$1,000,000 each employee bodily injury by disease \$1,000,000 policy limit bodily injury
Commercial General Liability	\$1,000,000 bodily injury and property damage occurrence \$1,000,000 personal and advertising injury liability \$2,000,000 general aggregate \$2,000,000 completed operations aggregate
Automobile Liability	\$1,000,000 each accident
Umbrella Policy	\$10,000,000

XI. Limitation of Liability: LCM shall not be liable for damages by reason of any delay in completion of the work hereunder due to causes beyond LCM's control. LCM will not be liable for any injuries that result from causes beyond LCM's control.

XII.

Indemnification: Owner agrees to defend, indemnify and hold harmless LCM from any and all contract liability for damages suffered by any third person or entities unless the damages were caused solely by LCM's breaches of this Contract. Owner also agrees to defend, indemnify and hold harmless LCM from all federal, state and municipal administrative fines and penalties unless the administrative action arises only from LCM's conduct or inaction.

XIII. Notice of Claims: If Managing Agent discovers any facts that might give rise to a claim arising out of LCM's work, Managing Agent shall immediately notify LCM of same in writing. LCM shall be entitled to contest any such claim with counsel selected by LCM or its insurer and shall be entitled to control any litigation relating to such claim. Managing Agent shall not settle or compromise any such claim without LCM's prior written consent and shall cooperate with LCM and its insurer in connection with the defense

of any such claim.

XIV. Notice of Change of Managing Agent and/or Owner: LCM shall be notified in writing of any changes to the Managing Agent, and/or Owner and any changes to the billing address. Changes in Managing Agent and/or Owner do not affect the validity of this Agreement or its enforceability or the obligation to pay for services rendered. This Agreement is valid until notice of cancellation is given.

XV. Disclaimer: LCM will not be responsible for delays due to circumstance beyond our control. This includes strikes, labor disputes, fire, changes ordered in the work, unavoidable casualties, or acts of God.

Thirty Day Cancellation: The contract may be terminated by either party with or without cause, upon thirty (30) days prior written notice to the other party.

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

By _____
Paul Church 003530

By _____

Date _____
April 06, 2020

Date _____

**LANDSCAPE CONCEPTS
MANAGEMENT, INC.**

**La Grange, Village of on behalf of
La Grange Park, Village of**



April 08, 2020

2020 CONTRACT PROPOSAL

Contract No. - 93915

LA GRANGE PARK, VILLAGE OF
LA GRANGE, VILLAGE OF
Landscape Maintenance At the Water Plant

This is a contract ("Contract") between Landscape Concepts Management, Inc., ("LCM"), 31745 N. Alleghany Rd., Grayslake, IL 60030 and La Grange, Village of, not as principal but solely as managing agent ("Managing Agent"), for the Owner of LA GRANGE PARK, VILLAGE OF ("the Property") located at 447 North Catherine Ave, La Grange Park IL, 60526. Services provided shall be in accordance with this Contract, including the Contract Specifications attached as Exhibit A and made a part hereof.

Service Dates: April 1 through November 30.

Period of Coverage: This one (1) year contract shall apply to the 2020 landscaping season.

Contract Prices: LCM will be compensated for landscape maintenance services as follows:
Season 1 total: \$ 3,598.08

For convenience, the total season contract price will be broken into eight equal monthly payments as follows:

Season 1: eight (8) equal monthly payments of \$ 449.76

Landscape services performed outside the term of this Contract will be at an additional charge upon written approval.

Cancellation: The contract may be terminated by either party with cause, upon thirty (30) days prior written notice to the other party. The documented justification shall be delivered by certified mail or overnight mail delivery service. Payments for services rendered are immediately due and payable upon delivery of a cancellation notice.

Communication is Key: LCM requests to attend at least one meeting per season to ensure sufficient communication is shared between LCM and client. Timing of these meetings is at the client's discretion, but consideration is recommended to a preseason meeting to review a summary of specifications and document any special needs and/or expectations. Dates for meetings: _____

Reasonable Efforts: The services provided by LCM pursuant to this Contract will be performed in a reasonable and workman-like manner.

This contract supersedes any previous contract proposals. Unless specifically agreed to by LCM, the terms, including prices, contained in this contract, including Exhibit A, are subject to renegotiation after two (2) weeks from the submitted date of this proposed contract. After 14-days, you must contact LCM.

If this Contract, including the pricing and Exhibit A, is acceptable, please sign below and sign the last page of Exhibit A.

By _____
Paul Church 003530

By _____

Date _____
April 06, 2020

Date _____

**LANDSCAPE CONCEPTS
MANAGEMENT, INC.**

**La Grange, Village of on behalf of
La Grange Park, Village of**



April 06, 2020

2020 CONTRACT PROPOSAL

Contract No. - 93915

Exhibit A**NEW STANDARD MAINTENANCE PROGRAM - COMMERCIAL****GENERAL SERVICES**

Clean up (policing) of landscape grounds to remove miscellaneous debris, branches, etc., will be done weekly during the period of the maintenance contract.

SPECIFIC SERVICES – LAWN**A. Spring Clean-up**

Spring clean-up is to be completed as soon as weather and ground conditions permit and no later than 45 days from the start of the contract. Spring clean up to include the following activities:

1. Remove leaves and debris from planting beds and landscaped areas.
2. Blow debris from walkways and parking areas.
3. Ornamental grass and perennial material left from fall will be cut back to horticultural standard.
4. Debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.

B. Mowing

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

1. All turf areas will be mowed, as needed, to maintain a height of three to three and one-half (3 to 3- 1/2) inches within a seven-day cycle. This shall be interpreted to mean weekly mowing except in those weeks where the grass does not reach a minimum of one (1) inch growth from the prior week's cutting.
2. Mowers shall be kept sharp and in good adjustment at all times during the mowing. The grass must be cut evenly so that no ridges remain in the finished cut to the best of ability based on the property's contour/terrain.
3. All mowing equipment shall be operated in a manner that will prevent damage to trees, shrubs and other property from collision. Any damage will be paid for by LCM.
4. All turf areas adjoining hard surfaces, obstructions and cultivated areas shall be kept neat by edging and/or trimming.
5. Clippings and debris generated from mowing and edging will be cleared from all sidewalks, streets, and site entrances prior to completion of daily activities.

6. LCM shall mulch grass clippings whenever possible. Additional or excessive clippings shall be removed off site only upon approval from the Managing Agent at a pre-approved cost.

7. To mutually protect LCM and the client from potential damage during the performance of these contracted services, the following shall apply:

Note: For areas where turf abuts foundations, buildings, fences, siding, light poles, decks, signage, air conditioning units, lamp posts, and similar situations, LCM will submit a proposal to create a "buffer" of an approximate 12" wide area consisting of mulched or planting bed space. These improvements will greatly reduce the potential for damage to equipment and structures during regular performance of the contracted services. Proposals for "buffers" not approved will release LCM from liability for damages to these areas.

8. It must also be noted that any cables, wires, any and all irrigation components, etc. not buried to specification (at least 6") will be the responsibility of the appropriate entity in the case where they may be damaged while LCM is carrying out contracted services such as edging of beds, edging of walks, cultivation, etc.

C. Fertilization and Weed Control

Turf areas will receive three (3) balanced fertilizer applications, totaling approximately three (3) lbs. of nitrogen per 1,000 square feet of turf for entire season. All turf areas will receive two (2) broadleaf weed control applications. Turf areas will receive one (1) application of Crabgrass/Pre-Emergent. Applications will follow this tentative schedule and is weather dependent:

April/May - Pre-emergent crab crabgrass control product and premium grade fertilizer.

June/July/August - Premium grade fertilizer and broadleaf weed control product.

Sept/Oct/Nov - Premium grade fertilizer and broadleaf weed control product.

D. Sidewalk

Complete edging of grass adjacent to all sidewalks shall be performed seven (7) times during the season. Edging operations will begin in May and will continue at intervals through the season.

E. Fall Clean-up

Clean up operations will be completed by the end of the contract, weather permitting. This service may take multiple visits to complete and shall include:

1. Collect fallen leaves and miscellaneous debris around site.
2. Blow debris from walkways and parking areas.
3. Applicable perennials will be cut and removed at the plant crown.
4. All debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.
5. Additional clean-up can be completed on a time and material basis after contract expires, if required or requested.

SPECIFIC SERVICES – PLANTING BEDS

A. Bed Care

1. Landscape beds and tree rings that have been previously edged will be edged in the Spring and maintained throughout the season.

-
2. Only mulched landscape beds and tree rings will be cultivated as required.
 3. Pre-emergent and/or weed control in the planting beds shall be accomplished one (1) time each season. The herbicide will be applied at the manufacturer's recommended rate.
 4. Spot weeding of mulched and non-mulched plant beds shall be done during weekly services through hand pulling or chemical treatments. This is a continuous process that will target specific areas each week to ensure monthly weed management
 5. Groundcover & Perennials will be maintained as follows:
 - a. They will be cleaned of debris as part of Spring clean-up.
 - b. Applicable groundcover and perennials will be maintained as required throughout the growing season to keep a presentable appearance.
 6. Annual planting beds will be weeded and cultivated as above. Planting of annual flowers and additional maintenance such as fertilization, watering, general maintenance (dead heading) and removal of spent annuals will be quoted under a separate proposal and implemented upon Managing Agent's approval.

Note: LCM will not be liable for any damage done to improperly buried cables, wires, gas lines, irrigation lines, etc. These items should be buried a minimum of 6" below grade, or to code where applicable.

B. Pruning – Shrubs and Hedges Up to 6 Feet In Height

1. Deciduous plant material under 6' shall be pruned after flowering occurs (this varies season to season and by plant variety).

Pruning will achieve removal of broken or otherwise injured wood, eliminate branches which are rubbing against structures and maintain the plants natural form and symmetry to the existing material. Once underway, the shrub pruning service may happen over an extended period of time.

 - a. June - Evergreen and deciduous shrubs and hedges shall be trimmed.
 - b. August - Evergreen and deciduous shrubs edges shall be trimmed.
2. Dormant and/or rejuvenation pruning can be done at an additional charge during the winter months.
3. Large shrubs and ornamentals over 6' in height may be trimmed at an additional charge.

Note: Dormant, rejuvenation and or other pruning operations will be performed only upon approval from management at a predetermined cost.

C. Insect and Disease Control

1. Spray applications for disease or insect activity will be addressed on an "as needed" basis, targeting specific areas for treatment at an additional cost with written approval from the Managing Agent.
2. The property will be regularly inspected for disease and pest damage that surpasses an economic injury level (Integrated Pest Management). Management will be notified of any excessive problem situations requiring treatments and a written proposal for these treatments will be provided.
3. All applications of insecticides and fungicides will be made by properly licensed personnel as required, following manufacturer's recommended rates and directions. License information and material data safety sheets will be provided upon request.

SPECIFIC SERVICES DECIDUOUS TREE PRUNING - TREES UP TO 10 FEET IN HEIGHT

1. Deciduous trees and ornamentals will receive one (1) application of complete analysis granular fertilizer in Spring.
2. Branches of deciduous and ornamental trees below 10 feet in height shall be pruned to eliminate dead, diseased or damaged branches.
3. Sucker material shall be removed on an on-going basis.
4. Additional pruning operations, such as shaping, dormant pruning, or trees within naturalized areas (i.e., hedgerows) will be performed as an additional service only upon written approval of the Managing Agent at a predetermined price.

2020 CONTRACT SUMMARY				
INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
NEW STANDARD MAINTENANCE PROGRAM - COMMERCIAL	Program	\$3,598.08	\$3,598.08	\$3,598.08
TOTAL:			\$3,598.08	\$3,598.08

ADDITIONAL SERVICES
2020 MANAGEMENT DIVISION EQUIPMENT, LABOR RATES & BASIC MATERIAL COSTS

	<u>Per Hour</u>	<u>Premium Time</u>
		<u>Per Hour</u>
1. Maintenance Foreman, per man	\$46.00	\$69.00
2. Maintenance Laborer, per man	\$38.00	\$57.00
3. Construction Foreman, per man	\$54.00	\$81.00
4. Construction Laborer, per man	\$48.00	\$72.00
5. Skilled laborer with power tool	\$54.00	\$81.00
6. Truck/Applicator – does not include material	\$110.00	\$165.00
7. Irrigation Foreman	\$86.00	\$129.00
8. Irrigation Labor	\$64.00	\$96.00
9. Licensed Arborist, per man – Tree Foreman	\$78.00	\$117.00
10. Tre Laborer	\$54.00	\$81.00
11. Tree Climber, per man	\$64.00	\$96.00
12. 30' Bucket Truck with Operator	\$88.00	\$132.00
13. 55' Bucket Truck with Operator	\$140.00	\$210.00
14. Chipper with Operator	\$120.00	\$180.00
15. Stump Ginder with Operator	\$120.00	\$180.00
16. 1,000 Gallon Water Truck with Operator	\$124.00	\$186.00
17. 750 Gallon Water Truck with Operator	\$100.00	\$150.00
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20. 16' Field Mower with Operator	\$180.00	\$270.00
21. Mini Excavator with Operator	\$124.00	\$186.00
22. Skidsteer with Operator	\$124.00	\$186.00
23. Trencher with Operator	\$90.00	\$147.00

24. Six Wheel Dump Truck with Operator	\$160.00	\$240.00
25. 10 Yard Chipper Truck with Operator	\$130.00	\$195.00
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28. Pick-up Truck/Van with Operator	\$90.00	\$135.00

Note: Premium time rates apply after 8 hours continuous service, and weekends and holidays. Minimum service charge 4 hours per unit.

Additionally, the above rate sheet is applicable only to the year indicated at the top. Time and Material pricing is subject to change on an annual basis. Annual rate sheets are sent to all clients in March of each year. This contract is subject to any changes in the Rate Sheet regardless of whether the Managing Agent receives a copy of any new Rate Sheets.

MARKETPLACE VOLATILITY

In the event that market pricing for products and services increases dramatically outside of LCM's control, LCM reserves the right to modify pricing accordingly.

GOVERNMENTAL REGULATIONS

In the event that the federal, state or local government imposes governmental regulation or an additional tax which increases LCM's cost of doing business, LCM will increase the contract and T&M rates by no greater than the same percentage imposed, at the time the regulation or tax takes effect.

FUEL SURCHARGE

In the event that the average price of fuel meets or exceeds \$3.75/Gallon for 30 or more days, LCM will add an additional 5% charge to the monthly contract price. The website gasprices.aaa.com or its equivalent, will be used to determine the average price of fuel.

BILLING

A. Invoices shall be submitted by LCM identifying each service performed and any additional authorized expenses, and terms shall be net fifteen (15) days. Billing periods for maintenance contracts will be monthly, at the beginning of each month in which the service is performed. Billing for Work Orders and for time and material based billing will be invoiced within seven (7) days of the work being completed.

2. Balances unpaid after thirty (30) days from date of invoice are subject to a late payment charge of 1.5% per month – annual interest rate equals 18%. LCM reserves the right to suspend services should outstanding payment for above services exceed sixty (60) days past date of invoice. Services will be temporarily discontinued at the 91st day of non-payment until the account is brought current. LCM shall be paid reasonable attorney's fees, expenses and costs

incurred in collection of any outstanding invoices or enforcing any of the provisions of this Agreement, regardless of whether a legal action is initiated. Jurisdiction for any issue litigated under this contract shall be in Lake County, Illinois. If Managing Agent cancels this Contract prior to the expiration date, services that are due and payable shall include LCM's costs incurred through the date of termination.

Insurance: Certificates of insurance will be provided upon request. LCM has the following insurance coverage:

Coverage	Limits
Workers Compensation	Statutory
Employer's Liability	\$1,000,000 each accident bodily injury by accident \$1,000,000 each employee bodily injury by disease \$1,000,000 policy limit bodily injury
Commercial General Liability	\$1,000,000 bodily injury and property damage occurrence \$1,000,000 personal and advertising injury liability \$2,000,000 general aggregate \$2,000,000 completed operations aggregate
Automobile Liability	\$1,000,000 each accident
Umbrella Policy	\$10,000,000

Limitation of Liability: LCM shall not be liable for damages by reason of any delay in completion of the work hereunder due to causes beyond LCM's control. LCM will not be liable for any injuries that result from causes beyond LCM's control.

Indemnification: Owner agrees to defend, indemnify and hold harmless LCM from any and all contract liability for damages suffered by any third person or entities unless the damages were caused solely by LCM's breaches of this Contract. Owner also agrees to defend, indemnify and hold harmless LCM from all federal, state and municipal administrative fines and penalties unless the administrative action arises only from LCM's conduct or inaction.

Notice of Claims: If Managing Agent discovers any facts that might give rise to a claim arising out of LCM's work, Managing Agent shall immediately notify LCM of same in writing. LCM shall be entitled to contest any such claim with counsel selected by LCM or its insurer and shall be entitled to control any litigation relating to such claim. Managing Agent shall not settle or compromise any such claim without

LCM's prior written consent and shall cooperate with LCM and its insurer in connection with the defense of any such claim.

Notice of Change of Managing Agent and/or Owner: LCM shall be notified in writing of any changes to the Managing Agent, and/or Owner and any changes to the billing address. Changes in Managing Agent and/or Owner do not affect the validity of this Agreement or its enforceability or the obligation to pay for services rendered. This Agreement is valid until notice of cancellation is given.

Disclaimer: LCM will not be responsible for delays due to circumstance beyond our control. This includes strikes, labor disputes, fire, changes ordered in the work, unavoidable casualties, or acts of God.

The undersigned has read the entire Exhibit A, Standard Maintenance Contract Specifications, to the Standard Maintenance Contract and accepts the same.

By: _____

Date: _____



April 06, 2020

2020 CONTRACT PROPOSAL

Contract No. - 93916

LA GRANGE PARK, VILLAGE OF
LA GRANGE, VILLAGE OF

Landscape Maintenance at Various Locations

This is a contract ("Contract") between Landscape Concepts Management, Inc., ("LCM"), 31745 N. Alleghany Rd., Grayslake, IL 60030 and La Grange, Village of, not as principal but solely as managing agent ("Managing Agent"), for the Owner of LA GRANGE PARK, VILLAGE OF ("the Property") located at 447 North Catherine Ave, La Grange Park IL, 60526. Services provided shall be in accordance with this Contract, including the Contract Specifications attached as Exhibit A and made a part hereof.

Service Dates: April 1 through November 30.

Period of Coverage: This one (1) year contract shall apply to the 2020 landscaping season.

Contract Prices: LCM will be compensated for landscape maintenance services as follows:

Season 1 total: \$ 7,266.00

For convenience, the total season contract price will be broken into eight equal monthly payments as follows:

Season 1: eight (8) equal monthly payments of \$ 908.25

Landscape services performed outside the term of this Contract will be at an additional charge upon written approval.

Cancellation: The contract may be terminated by either party with cause, upon thirty (30) days prior written notice to the other party. The documented justification shall be delivered by certified mail or overnight mail delivery service. Payments for services rendered are immediately due and payable upon delivery of a cancellation notice.

Communication is Key: LCM requests to attend at least one meeting per season to ensure sufficient communication is shared between LCM and client. Timing of these meetings is at the client's discretion, but consideration is recommended to a preseason meeting to review a summary of specifications and document any special needs and/or expectations. Dates for meetings: _____

Reasonable Efforts: The services provided by LCM pursuant to this Contract will be performed in a reasonable and workman-like manner.

This contract supersedes any previous contract proposals. Unless specifically agreed to by LCM, the terms, including prices, contained in this contract, including Exhibit A, are subject to renegotiation after two (2) weeks from the submitted date of this proposed contract. After 14-days, you must contact LCM.

If this Contract, including the pricing and Exhibit A, is acceptable, please sign below and sign the last page of Exhibit A.

By _____
Paul Church 003530

By _____

Date _____
April 06, 2020

Date _____

**LANDSCAPE CONCEPTS
MANAGEMENT, INC.**

**La Grange, Village of on behalf of
La Grange Park, Village of**



April 06, 2020

2020 CONTRACT PROPOSAL

Contract No. - 93916

Exhibit A**NEW STANDARD MAINTENANCE PROGRAM - COMMERCIAL****GENERAL SERVICES**

Clean up (policing) of landscape grounds to remove miscellaneous debris, branches, etc., will be done weekly during the period of the maintenance contract.

SPECIFIC SERVICES – LAWN**A. Spring Clean-up**

Spring clean-up is to be completed as soon as weather and ground conditions permit and no later than 45 days from the start of the contract. Spring clean up to include the following activities:

1. Remove leaves and debris from planting beds and landscaped areas.
2. Blow debris from walkways and parking areas.
3. Ornamental grass and perennial material left from fall will be cut back to horticultural standard.
4. Debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.

B. Mowing

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

1. All turf areas will be mowed, as needed, to maintain a height of three to three and one-half (3 to 3- 1/2) inches within a seven-day cycle. This shall be interpreted to mean weekly mowing except in those weeks where the grass does not reach a minimum of one (1) inch growth from the prior week's cutting.
2. Mowers shall be kept sharp and in good adjustment at all times during the mowing. The grass must be cut evenly so that no ridges remain in the finished cut to the best of ability based on the property's contour/terrain.
3. All mowing equipment shall be operated in a manner that will prevent damage to trees, shrubs and other property from collision. Any damage will be paid for by LCM.
4. All turf areas adjoining hard surfaces, obstructions and cultivated areas shall be kept neat by edging and/or trimming.
5. Clippings and debris generated from mowing and edging will be cleared from all sidewalks, streets, and site entrances prior to completion of daily activities.

6. LCM shall mulch grass clippings whenever possible. Additional or excessive clippings shall be removed off site only upon approval from the Managing Agent at a pre-approved cost.

7. *To mutually protect LCM and the client from potential damage during the performance of these contracted services, the following shall apply:*

Note: For areas where turf abuts foundations, buildings, fences, siding, light poles, decks, signage, air conditioning units, lamp posts, and similar situations, LCM will submit a proposal to create a "buffer" of an approximate 12" wide area consisting of mulched or planting bed space. These improvements will greatly reduce the potential for damage to equipment and structures during regular performance of the contracted services. Proposals for "buffers" not approved will release LCM from liability for damages to these areas.

8. It must also be noted that any cables, wires, any and all irrigation components, etc. not buried to specification (at least 6") will be the responsibility of the appropriate entity in the case where they may be damaged while LCM is carrying out contracted services such as edging of beds, edging of walks, cultivation, etc.

C. Fertilization and Weed Control

Turf areas will receive three (3) balanced fertilizer applications, totaling approximately three (3) lbs. of nitrogen per 1,000 square feet of turf for entire season. All turf areas will receive two (2) broadleaf weed control applications. Turf areas will receive one (1) application of Crabgrass/Pre-Emergent. Applications will follow this tentative schedule and is weather dependent:

April/May - Pre-emergent crab crabgrass control product and premium grade fertilizer.

June/July/August - Premium grade fertilizer and broadleaf weed control product.

Sept/Oct/Nov - Premium grade fertilizer and broadleaf weed control product.

D. Sidewalk

Complete edging of grass adjacent to all sidewalks shall be performed seven (7) times during the season. Edging operations will begin in May and will continue at intervals through the season.

E. Fall Clean-up

Clean up operations will be completed by the end of the contract, weather permitting. This service may take multiple visits to complete and shall include:

1. Collect fallen leaves and miscellaneous debris around site.
2. Blow debris from walkways and parking areas.
3. Applicable perennials will be cut and removed at the plant crown.
4. All debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.
5. Additional clean-up can be completed on a time and material basis after contract expires, if required or requested.

SPECIFIC SERVICES – PLANTING BEDS

A. Bed Care

1. Landscape beds and tree rings that have been previously edged will be edged in the Spring and maintained throughout the season.

2. Only mulched landscape beds and tree rings will be cultivated as required.
3. Pre-emergent and/or weed control in the planting beds shall be accomplished one (1) time each season. The herbicide will be applied at the manufacturer's recommended rate.
4. Spot weeding of mulched and non-mulched plant beds shall be done during weekly services through hand pulling or chemical treatments. This is a continuous process that will target specific areas each week to ensure monthly weed management
5. Groundcover & Perennials will be maintained as follows:
 - a. They will be cleaned of debris as part of Spring clean-up.
 - b. Applicable groundcover and perennials will be maintained as required throughout the growing season to keep a presentable appearance.
6. Annual planting beds will be weeded and cultivated as above. Planting of annual flowers and additional maintenance such as fertilization, watering, general maintenance (dead heading) and removal of spent annuals will be quoted under a separate proposal and implemented upon Managing Agent's approval.

Note: LCM will not be liable for any damage done to improperly buried cables, wires, gas lines, irrigation lines, etc. These items should be buried a minimum of 6" below grade, or to code where applicable.

B. Pruning – Shrubs and Hedges Up to 6 Feet In Height

1. Deciduous plant material under 6' shall be pruned after flowering occurs (this varies season to season and by plant variety).

Pruning will achieve removal of broken or otherwise injured wood, eliminate branches which are rubbing against structures and maintain the plants natural form and symmetry to the existing material. Once underway, the shrub pruning service may happen over an extended period of time.

 - a. June - Evergreen and deciduous shrubs and hedges shall be trimmed.
 - b. August - Evergreen and deciduous shrubs edges shall be trimmed.
2. Dormant and/or rejuvenation pruning can be done at an additional charge during the winter months.
3. Large shrubs and ornamentals over 6' in height may be trimmed at an additional charge.

Note: Dormant, rejuvenation and or other pruning operations will be performed only upon approval from management at a predetermined cost.

C. Insect and Disease Control

1. Spray applications for disease or insect activity will be addressed on an "as needed" basis, targeting specific areas for treatment at an additional cost with written approval from the Managing Agent.
2. The property will be regularly inspected for disease and pest damage that surpasses an economic injury level (Integrated Pest Management). Management will be notified of any excessive problem situations requiring treatments and a written proposal for these treatments will be provided.
3. All applications of insecticides and fungicides will be made by properly licensed personnel as required, following manufacturer's recommended rates and directions. License information and material data safety sheets will be provided upon request.

SPECIFIC SERVICES DECIDUOUS TREE PRUNING - TREES UP TO 10 FEET IN HEIGHT

1. Deciduous trees and ornamentals will receive one (1) application of complete analysis granular fertilizer in Spring.
2. Branches of deciduous and ornamental trees below 10 feet in height shall be pruned to eliminate dead, diseased or damaged branches.
3. Sucker material shall be removed on an on-going basis.
4. Additional pruning operations, such as shaping, dormant pruning, or trees within naturalized areas (i.e., hedgerows) will be performed as an additional service only upon written approval of the Managing Agent at a predetermined price.

WHITE GRUB PRE CONTROL

The most destructive lawn insect pests are White Grub. Grubs are the larval stage of several species of beetles, which feed on turf roots. Damage primarily occurs on lawns in full sun and may occur throughout the season but is usually most prevalent from August until the end of October. Grub damage will appear as a browning of the lawn as the plants die from loss of roots. Skunks and raccoons may also cause extensive damage as they tear up lawns in search of grubs. If not controlled the amount of damage created by grubs can become quite extensive. *Landscape Concepts Management, Inc. recommends where possible, client Institute watering lawn areas after application for increased control. Due to the tremendous success of our Grub Control Program, we will continue to recommend a mid-June application.

2020 CONTRACT SUMMARY

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
NEW STANDARD MAINTENANCE PROGRAM - COMMERCIAL	Program	\$6,830.00	\$6,830.00	\$6,830.00
WHITE GRUB PRE CONTROL	1	\$436.00	\$436.00	\$436.00
TOTAL:			\$7,266.00	\$7,266.00

ADDITIONAL SERVICES
2020 MANAGEMENT DIVISION EQUIPMENT, LABOR RATES & BASIC MATERIAL COSTS

	<u>Per Hour</u>	<u>Premium Time</u>
		<u>Per Hour</u>
1. Maintenance Foreman, per man	\$46.00	\$69.00
2. Maintenance Laborer, per man	\$38.00	\$57.00
3. Construction Foreman, per man	\$54.00	\$81.00
4. Construction Laborer, per man	\$48.00	\$72.00
5. Skilled laborer with power tool	\$54.00	\$81.00
6. Truck/Applicator – does not include material	\$110.00	\$165.00
7. Irrigation Foreman	\$86.00	\$129.00
8. Irrigation Labor	\$64.00	\$96.00
9. Licensed Arborist, per man – Tree Foreman	\$78.00	\$117.00
10. Tre Laborer	\$54.00	\$81.00
11. Tree Climber, per man	\$64.00	\$96.00
12. 30' Bucket Truck with Operator	\$88.00	\$132.00
13. 55' Bucket Truck with Operator	\$140.00	\$210.00
14. Chipper with Operator	\$120.00	\$180.00
15. Stump Ginder with Operator	\$120.00	\$180.00
16. 1,000 Gallon Water Truck with Operator	\$124.00	\$186.00
17. 750 Gallon Water Truck with Operator	\$100.00	\$150.00
18. Hand Water – using water on site	\$42.00	\$63.00
19. 8' Field Mower with Operator	\$90.00	\$135.00
20. 16' Field Mower with Operator	\$180.00	\$270.00
21. Mini Excavator with Operator	\$124.00	\$186.00
22. Skidsteer with Operator	\$124.00	\$186.00
23. Trencher with Operator	\$90.00	\$147.00

24. Six Wheel Dump Truck with Operator	\$160.00	\$240.00
25. 10 Yard Chipper Truck with Operator	\$130.00	\$195.00
26. 1 Ton Dump Truck with Operator	\$96.00	\$144.00
27. 5 Ton Dump Truck with Operator	\$124.00	\$186.00
28. Pick-up Truck/Van with Operator	\$90.00	\$135.00

Note: Premium time rates apply after 8 hours continuous service, and weekends and holidays. Minimum service charge 4 hours per unit.

Additionally, the above rate sheet is applicable only to the year indicated at the top. Time and Material pricing is subject to change on an annual basis. Annual rate sheets are sent to all clients in March of each year. This contract is subject to any changes in the Rate Sheet regardless of whether the Managing Agent receives a copy of any new Rate Sheets.

MARKETPLACE VOLATILITY

In the event that market pricing for products and services increases dramatically outside of LCM's control, LCM reserves the right to modify pricing accordingly.

GOVERNMENTAL REGULATIONS

In the event that the federal, state or local government imposes governmental regulation or an additional tax which increases LCM's cost of doing business, LCM will increase the contract and T&M rates by no greater than the same percentage imposed, at the time the regulation or tax takes effect.

FUEL SURCHARGE

In the event that the average price of fuel meets or exceeds \$3.75/Gallon for 30 or more days, LCM will add an additional 5% charge to the monthly contract price. The website gasprices.aaa.com or its equivalent, will be used to determine the average price of fuel.

BILLING

A. Invoices shall be submitted by LCM identifying each service performed and any additional authorized expenses, and terms shall be net fifteen (15) days. Billing periods for maintenance contracts will be monthly, at the beginning of each month in which the service is performed. Billing for Work Orders and for time and material based billing will be invoiced within seven (7) days of the work being completed.

2. Balances unpaid after thirty (30) days from date of invoice are subject to a late payment charge of 1.5% per month – annual interest rate equals 18%. LCM reserves the right to suspend services should outstanding payment for above services exceed sixty (60) days past date of invoice. Services will be temporarily discontinued at the 91st day of non-payment until the account is brought current. LCM shall be paid reasonable attorney's fees, expenses and costs

incurred in collection of any outstanding invoices or enforcing any of the provisions of this Agreement, regardless of whether a legal action is initiated. Jurisdiction for any issue litigated under this contract shall be in Lake County, Illinois. If Managing Agent cancels this Contract prior to the expiration date, services that are due and payable shall include LCM's costs incurred through the date of termination.

Insurance: Certificates of insurance will be provided upon request. LCM has the following insurance coverage:

Coverage	Limits
Workers Compensation	Statutory
Employer's Liability	\$1,000,000 each accident bodily injury by accident \$1,000,000 each employee bodily injury by disease \$1,000,000 policy limit bodily injury
Commercial General Liability	\$1,000,000 bodily injury and property damage occurrence \$1,000,000 personal and advertising injury liability \$2,000,000 general aggregate \$2,000,000 completed operations aggregate
Automobile Liability	\$1,000,000 each accident
Umbrella Policy	\$10,000,000

Limitation of Liability: LCM shall not be liable for damages by reason of any delay in completion of the work hereunder due to causes beyond LCM's control. LCM will not be liable for any injuries that result from causes beyond LCM's control.

Indemnification: Owner agrees to defend, indemnify and hold harmless LCM from any and all contract liability for damages suffered by any third person or entities unless the damages were caused solely by LCM's breaches of this Contract. Owner also agrees to defend, indemnify and hold harmless LCM from all federal, state and municipal administrative fines and penalties unless the administrative action arises only from LCM's conduct or inaction.

Notice of Claims: If Managing Agent discovers any facts that might give rise to a claim arising out of LCM's work, Managing Agent shall immediately notify LCM of same in writing. LCM shall be entitled to contest any such claim with counsel selected by LCM or its insurer and shall be entitled to control any litigation relating to such claim. Managing Agent shall not settle or compromise any such claim without

LCM's prior written consent and shall cooperate with LCM and its insurer in connection with the defense of any such claim.

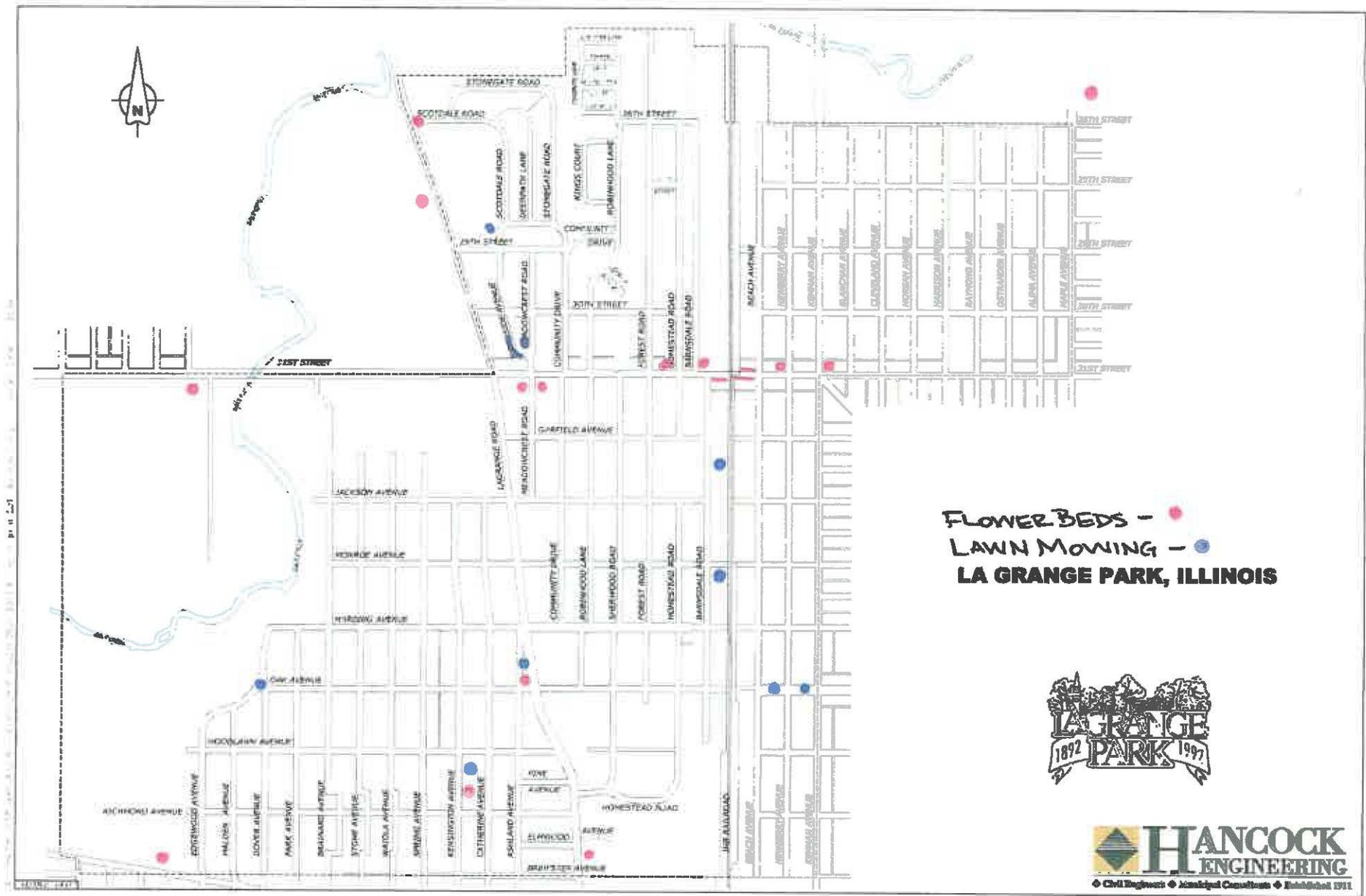
Notice of Change of Managing Agent and/or Owner: LCM shall be notified in writing of any changes to the Managing Agent, and/or Owner and any changes to the billing address. Changes in Managing Agent and/or Owner do not affect the validity of this Agreement or its enforceability or the obligation to pay for services rendered. This Agreement is valid until notice of cancellation is given.

Disclaimer: LCM will not be responsible for delays due to circumstance beyond our control. This includes strikes, labor disputes, fire, changes ordered in the work, unavoidable casualties, or acts of God.

The undersigned has read the entire Exhibit A, Standard Maintenance Contract Specifications, to the Standard Maintenance Contract and accepts the same.

By: _____

Date: _____



Finance Committee Divider

Scott Mesick, Chairman

James Kucera

Robert Lautner

Village Board Agenda Memo

Date: April 14, 2020
To: Village President & Board of Trustees
From: Emily Rodman, Assistant Village Manager
Julia Cedillo, Village Manager 
RE: Resolution Approving Fiscal Year 2020-2021 Pay Plan

GENERAL BACKGROUND

Every May 1st the Village implements a revision to the pay plan that adjusts the starting and maximum rates for each position. This approval also applies a cost of living adjustment (COLA) to employee wages. The Village's Personnel Policy provides that employees not covered by a collective bargaining agreement may be granted adjustments based upon either of the two following alternatives, with the higher alternative recommended to increase the maximum of the salary range:

1. The percentage increase of the consumer Price Index (Chicago-U) for the twelve months ending in December of the previous year (January 2019 – December 2019); or
2. The May 1st percentage increase of any collective bargaining agreement in effect at that time. If more than one collective bargaining agreement shall be in effect, the mean percentage increase of the agreements shall be applicable. The FOP collective bargaining agreement provides for a 2.5% adjustment. The Public Works Local 150 collective bargaining agreement provides for a 1.5% adjustment.

The Personnel Policy further provides that "If financial conditions warrant, the Village Board may provide for a reduction or suspension of the increases prescribed."

Attached please find a table detailing the monthly and annual changes in the CPI-U (Chicago) published by the U.S. Department of Labor Bureau of Labor Statistics. Those figures show that the CPI-U (Chicago) increased by 2.2%. One year ago, a 2.5% COLA increase was implemented for non-union employees. This year, it is recommended that non-union employees receive a 2% wage adjustment, based on the average of the two bargaining agreements in effect. In order to maintain parity within the Police Department and to avoid salary compression, it is recommended that the Police Sergeants (non-union) receive a 2.5% wage adjustment.

The attached Resolution and Schedule of Authorized Positions reflects a COLA of 2% for non-union employees.

MOTION/ACTION REQUESTED

This item is for discussion and action.

Motion to Approve a Resolution Approving a Pay Plan and Schedule of Authorized Positions for Fiscal Year 2020/21

STAFF RECOMMENDATION

It is recommended that the Village Board approve the attached resolution approving the pay plan schedule of authorized positions for Fiscal Year 2020/21. The schedule as prepared and included with the resolution provides for a 2% COLA for those positions that are non-union employees.

DOCUMENTATION

- CPI-U (Chicago) data published by the Bureau of Labor Statistics
- Resolution Approving Pay Plan and Schedule of Authorized Positions for Fiscal Year 2020/21

Chicago-Naperville-Elgin, IL-IN-WI, CPI-U 1-month & 12-month percent changes, all items index, not seasonally adjusted

Month	2019	
	1-month	12-month
January	0.6	0.8
February	0.6	1.4
March	0.1	1.5
April	-0.1	0.8
May	0.8	1.2
June	-0.4	1.0
July	0.3	1.6
August	0.2	1.6
September	0.2	1.4
October	0.3	1.8
November	-0.2	2.2
December	-0.2	2.2

SOURCE: U.S. Bureau of Labor Statistics

RESOLUTION NO. 20-08

**RESOLUTION APPROVING PAY PLAN AND SCHEDULE
OF AUTHORIZED POSITIONS FOR FISCAL YEAR 2020/21**

WHEREAS, the Village of La Grange Park has adopted a pay plan that establishes ranges and pay rates for employees; and

WHEREAS, the Village of La Grange Park amends the pay plan annually to coincide with the adoption of the annual budget.

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

Section 1: That the Pay Plan and Schedule of Authorized Positions attached is hereby approved.

Section 2: That May 1, 2020, shall be the effective date of the Pay Plan and Schedule of Authorized Positions.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 14th day of April 2020.

AYES:

NAYS:

ABSENT:

Approved this 14th day of April 2020.

James L. Discipio
Village President

ATTEST:

Meghan Kooi
Village Clerk

**SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION
FULL-TIME EMPLOYEES
FISCAL YEAR 2020/21**

	<u>AUTHORIZED POSITIONS</u>	<u>SALARY RANGE</u>	
ADMINISTRATION DEPARTMENT			
Village Manager	1	<i>Village Board Determines</i>	
Assistant Village Manager	1	\$ 79,070	\$ 121,901
Executive Secretary	1	\$ 50,969	\$ 76,226
FINANCE DEPARTMENT			
Finance Director	1	\$ 87,175	\$ 132,897
Accounting Specialist	1	\$ 48,544	\$ 69,657
Fiscal Assistant	1	\$ 39,936	\$ 57,742
POLICE DEPARTMENT			
Police Chief	1	\$ 91,536	\$ 137,021
Deputy Police Chief	1	\$ 79,070	\$ 123,120
Commander	1	\$ 78,450	\$ 108,409
Sergeants	4	\$ 78,450	\$ 108,409
Police Officer	14	<i>Union Contract</i>	
Secretary	1	\$ 44,028	\$ 60,695
Records Clerk	1	\$ 39,936	\$ 57,742
FIRE DEPARTMENT			
Director of Fire & Building	1	\$ 91,536	\$ 137,021
PUBLIC WORKS DEPARTMENT			
Public Works Director	1	\$ 87,175	\$ 132,897
Crew Foreman	1	<i>Union Contract</i>	
Mechanic	1	<i>Union Contract</i>	
Water Operator	1	<i>Union Contract</i>	
Maintenance Worker	5	<i>Union Contract</i>	
BUILDING DEPARTMENT			
Building Official	1	\$ 76,951	\$ 100,763
Building & Fire Specialist	1	\$ 44,028	\$ 63,393

**SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION
PART-TIME & SEASONAL EMPLOYEES
FISCAL YEAR 2020/21**

	<u>AUTHORIZED POSITIONS</u>	<u>COMPENSATION</u>		
ADMINISTRATION DEPARTMENT				
Village Clerk	1	\$ 11,642 / Year		
FINANCE DEPARTMENT				
Village Treasurer	1	\$ 1,000 / Year		
Fiscal Assistant	3	\$ 19.20	-	\$ 27.76 / Hour
Summer Seasonal	1	\$ 10.00	-	\$ 15.00 / Hour
POLICE DEPARTMENT				
Police Officers	3	\$ 20.91	-	\$ 25.70 / Hour
Auxiliary Officers	4	\$ 12.55	-	\$ 17.55 / Hour
Crossing Guards	9	\$ 10.71	-	\$ 15.97 / Hour
FIRE DEPARTMENT¹				
Division Chief	2	\$ 32.83	-	\$ 46.10 / Hour
Captain	3	\$ 31.28	-	\$ 43.90 / Hour
Lieutenant	4	\$ 28.37	-	\$ 39.84 / Hour
Firefighter	40	\$ 25.73	-	\$ 36.13 / Hour
Fire Prevention Coordinator	1	\$ 20.86	-	\$ 29.26 / Hour
Fire Inspector	2	\$ 18.91	-	\$ 26.56 / Hour
PUBLIC WORKS DEPARTMENT				
Executive Secretary	1	\$ 24.25	-	\$ 36.64 / Hour
Seasonal Maint Workers	5	\$ 11.55	-	\$ 14.04 / Hour

1. EMT rate for command staff capped at maximum rate for firefighter.
EMT stand-by pay and Duty Officer pay are compensated at one hour of pay at regular rate per 12 hour shift

Agenda Memo

Date: April 9, 2020

To: President Jim Discipio and Board of Trustees

From: Scott Mesick, Finance Committee Chair
Members of the Finance Committee
Julia Cedillo, Village Manager
Larry Noller, Finance Director

Re: **FY 2020-2021 Draft Budget**

PURPOSE

The purpose of this memo is to provide an overview of the Finance Committee's review and recommendation to the Village Board for the FY 2020-2021 Budget and Five Year Plan.

BACKGROUND

The Finance Committee met on March 10th to review the Draft Budget (dated March 3, 2020) and had planned a second meeting for March 24th to discuss the Five Year Plan. However, due to the Governor's Stay at Home Order and social distancing requirements, the second meeting was postponed.

In anticipation of fiscal impacts related to the COVID-19 Pandemic, staff recommends a number of revisions to the March 3, 2020 Draft Budget in an effort to prepare for greater financial resiliency. These revisions, both structural and procedural, were recently discussed at an additionally scheduled Finance Committee Meeting, held telephonically on April 7, 2020.

Revisions Reviewed (attached):

1. Reductions to programmed revenues;
2. Reductions and changes to Fund expenditures;
3. Suspend any increases to the Water and Sewer Rates for one year;
4. Conduct a Three Month Budget Review (July Work Session) and thereafter as deemed necessary; and
5. Postpone the renewal deadline for Village Vehicle Stickers until October 31, 2020.

The Finance Committee supported the measures listed above. Additionally, the Finance Committee preliminarily discussed the supplemental Police Pension payment, which is factored in the most recent Draft Budget (dated April 2, 2020). That agenda item is included in the April 14th Work Session Meeting packet, for the Board's consideration.

NEXT STEPS

The Finance Committee will meet again on April 14th at 6:00 p.m. to review the Draft Five Year Plan (Agenda attached). The Budget Hearing is scheduled for April 14th at 7:15 p.m. Staff will prepare the Final Draft of the Budget and Five Year Plan, including the narratives for approval at the April 28th Village Board Meeting.

DOCUMENTATION

- **Chart of Draft Budget Modifications (At-a-Glance with detail)**
- **Budget FY 20/21 Budget Revisions Summary**
- **FY 20/21 Draft Budget (updated April 2, 2020) minus the Budget Narratives (forthcoming)**
- **FY 21-25 Draft Five Year Plan (updated April 2, 2020) minus the Narratives (forthcoming)**
- **Resolution Approving FY 2020-2021 Operating Budget**
- **Finance Committee Meeting Agenda for April 14th at 6:00 p.m.**

April 3, 2020 Draft Modifications

General Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 19	General Fund	Sales Tax	\$70,000	Reduce by \$70,000 to anticipate impacts to restaurants and some retail. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	State Income Tax	\$225,000	Reduce by \$225,000 to anticipate impacts to the jobs market and economy. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	PPRT	\$5,000	Reduce by \$5,000 to anticipate impacts to the jobs market and economy. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	State Use Tax	\$15,000	Reduce by \$15,000 to anticipate impacts to consumer confidence, market and economy. No additional projections available from the IML at this time.
Revenues Page 20	General Fund	Interest	\$40,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$355,000	

General Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Administration Page 23	General Fund	Other Professional Services	\$2,000	Reduce by \$2,000 to hold spending.
Expenditures Administration Page 23	General Fund	Building Maintenance	\$4,000	Eliminate flagpole repair and do this in-house with DPW.
Expenditures Police Page 29	General Fund	LTACC Annual Contribution	\$42,000	Adjusted in accordance with LTACC Budget and identified contribution amount. Reduced due to Countryside PD coming aboard.
Expenditures Police Page 29	General Fund	Building Maintenance	\$4,500	The repair still needs to occur. However, Chief Contois has received updated repair numbers.
Expenditures Police Page 30	General Fund	Office Equipment	\$4,000	Eliminate the replacement of new desks and chairs. Left \$1,000 in the event a chair/ other needs to be replaced.
Expenditures Fire Page 36	General Fund	LTACC Annual Contribution	\$42,000	Adjusted in accordance with LTACC Budget and identified contribution amount. Reduced due to Countryside PD coming aboard.
Expenditures Fire Page 37	General Fund	Building Maintenance	\$15,000	Eliminate the replacement of new rear overhead doors for Station 1.
Expenditures Fire Page 37	General Fund	Building and Landscape Materials	\$1,500	Eliminate the Station 2 storage shed.
Expenditures Public Works Page 43	General Fund	Tree Removal Services	\$10,000	Reduce tree removal services.
Expenditures Public Works Page 43	General Fund	Tree Planting	\$25,000	Reduce by \$5,000 and then moved to MFT Fund.
Expenditures Public Works Page 43	General Fund	Sidewalk Grinding	\$20,000	Moved to MFT Fund.
Expenditures Public Works Page 43	General Fund	Annual Sidewalk Program	\$20,000	Moved to MFT Fund.

April 3, 2020 Draft Modifications

Expenditures Public Works Page 44	General Fund	Crack Sealing	\$15,000	Moved to MFT Fund.
Expenditures Public Works Page 44	General Fund	Office Equipment	\$5,000	Eliminate office equipment. Left \$1,000 for desk/chair/other.
Expenditures Building Page 48	General Fund	Plan Review & Inspections	\$10,000	Can be reduced in anticipation of reduction in workload, and due to past expenditures.
Expenditures Building Page 49	General Fund	Other Professional Services	\$7,000	Can be reduced based on past expenditures and current workload.
			\$227,000	

Water Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 52	Water Fund	Water Sales	\$150,000	Reduced to hold the line on the rate, and a slight reduction in utilization.
Revenues Page 52	Water Fund	Interest on Investments	\$23,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$173,000	

Water Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Water Administration Page 54	Water Fund	Village Hall Improvements	\$11,000	Eliminate Village Hall Improvements.
			\$11,000	

Sewer Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 64	Sewer Fund	Sewer Service Charges	\$35,000	Reduced to hold the line on the rate, and a slight reduction in utilization.
Revenues Page 64	Sewer Fund	Interest on Investments	\$11,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$46,000	

Sewer Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Water Administration Page 67	Sewer Fund	Village Hall Improvements	\$9,000	Eliminated Village Hall Improvements.
			\$9,000	

MFT Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 76	MFT Fund	Interest on Investments	\$10,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$10,000	

MFT Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Page 77	MFT Fund	Tree Maintenance	\$24,500	Moved from the Public Works GF Budget.
Expenditures Page 77	MFT Fund	Annual Sidewalk Program	\$20,000	Moved from the Public Works GF Budget.
			\$44,500	

CP Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 88	Capital Projects	Interest on Investments	\$10,000	Reduce accordingly. The Federal Reserve cut interest rates.
Revenues Page 88	Capital Projects	Transfer from the GF	\$150,000	Reduce the amount of the transfer from \$400,000 to \$250,000 to cover anticipated expenditures.
			\$160,000	

April 3, 2020 Draft Modifications

CP Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Page 89	Capital Projects	New Sidewalk	\$18,000	Eliminate.
Expenditures Page 89	Capital Projects	Buildings and Grounds	\$20,000	Eliminate Village Hall Improvements.
Expenditures Page 89	Capital Projects	DPW Vehicle Jack	\$10,000	Eliminate.
Expenditures Page 90	Capital Projects	Information and Technology - Phone System	\$18,500	There are also funds budgeted in Water & Sewer. Based upon preliminary estimates from AIS, the total cost can be reduced. Staff anticipate a reduction in telephone service costs due to the VOIP technology.
			\$66,500	

Village of La Grange Park
 Budget FY 2020/21
 Proposed Revisions

	FY 2020/21 Budget			
	Original	Proposed	Change	
General Fund				
Revenues (Original)			\$ 9,129,000	
Sales Tax	590,000	520,000	(70,000)	
State Income Tax	1,425,000	1,200,000	(225,000)	
Personal Property Replacement Tax	50,000	45,000	(5,000)	
State Use Tax	485,000	470,000	(15,000)	
Interest	60,000	20,000	(40,000)	(355,000)
Revenues (Revised)			<u>\$ 8,774,000</u>	
Expenditures (Original)			\$ 8,999,591	
Administration				
Other Professional Services	5,000	3,000	(2,000)	
Building Maintenance	10,000	6,000	(4,000)	
Police				
LTACC Contribution	242,000	200,000	(42,000)	
Building Maintenance	16,500	12,000	(4,500)	
Office Equipment	5,000	1,000	(4,000)	
Fire				
LTACC Contribution	242,000	200,000	(42,000)	
Building Maintenance	26,720	11,720	(15,000)	
Building & Landscape Materials	3,500	2,000	(1,500)	
Public Works				
Tree Removal Services	30,000	20,000	(10,000)	
Tree Planting	25,000	-	(25,000)	
Sidewalk Grinding	20,000	-	(20,000)	
Annual Sidewalk Program	20,000	-	(20,000)	
Crack Sealing	15,000	-	(15,000)	
Office Equipment	6,000	1,000	(5,000)	
Building				
Plan Review & Inspections	60,000	50,000	(10,000)	
Other Professional Services	30,000	23,000	(7,000)	(227,000)
Expenditures (Revised)			<u>\$ 8,772,591</u>	
Transfer to Capital Projects Fund	400,000	250,000	(150,000)	
Increase/(Decrease) in Fund Balance	(270,591)	(248,591)	22,000	

Water Fund

Revenues (Original)			\$ 4,547,000	
Water Sales	4,500,000	4,350,000	(150,000)	
Interest	37,000	14,000	(23,000)	
Revenues (Revised)			<u>\$ 4,374,000</u>	
Expenditures (Original)			\$ 5,006,865	
Expenditures (Revised)			<u>\$ 5,006,865</u>	
Increase/(Decrease) In Fund Balance	(459,865)	(632,865)	(173,000)	

Sewer Fund

Revenues (Original)			\$ 1,171,000	
Sewer Service Charges	1,155,000	1,120,000	(35,000)	
Interest	16,000	5,000	(11,000)	(46,000)
Revenues (Revised)			<u>\$ 1,125,000</u>	
Expenditures (Original)			\$ 1,279,680	
Capital Outlay-Information Technology	30,040	22,540	(7,500)	
Expenditures (Revised)			<u>\$ 1,272,180</u>	
Increase/(Decrease) In Fund Balance	(108,680)	(147,180)	(38,500)	

Motor Fuel Tax Fund

Revenues (Original)			\$ 575,000	
Interest	15,000	5,000	(10,000)	
Revenues (Revised)			<u>\$ 565,000</u>	
Expenditures (Original)			\$ 423,000	
Tree Maintenance	-	24,500	24,500	
Sidewalks	24,500	44,500	20,000	44,500
Expenditures (Revised)			<u>\$ 467,500</u>	
Increase/(Decrease) In Fund Balance	152,000	97,500	(54,500)	

Capital Projects Fund

Revenues & Transfers In (Original)			\$ 406,000	
Interest	6,000	1,000	(5,000)	
Transfer from General Fund	400,000	250,000	(150,000)	(155,000)
Revenues (Revised)			<u>\$ 251,000</u>	
Expenditures (Original)			\$ 387,840	
Sidewalks	18,000	-	(18,000)	
Building & Grounds	49,880	29,880	(20,000)	
PW Vehicle Jack	10,000	-	(10,000)	
Information Technology-Phone System	58,500	40,000	(18,500)	(66,500)
Expenditures (Revised)			<u>\$ 321,340</u>	
Increase/(Decrease) In Fund Balance	18,160	(70,340)	(88,500)	

BUDGET MEMO

Date: April 3, 2020

To: Scott Mesick, Finance Committee Chair
Members of the Finance Committee
President Jim Discipio and Board of Trustees

From: Julia Cedillo, Village Manager
Larry Noller, Finance Director

Re: **FY 2020-2021 Draft Budget**

BACKGROUND

In anticipation of fiscal impacts related to the COVID-19 Pandemic, staff recommends a number of revisions to the March 3, 2020 Draft Budget in an effort to prepare for greater financial resiliency. These are both structural and procedural, as follows:

1. Reductions to programmed revenues.
2. Reductions and changes to Fund expenditures.
3. Suspend any increases to the Water and Sewer Rates for one year.
4. Conduct a Three Month Budget Review (August Work Session).
5. Postpone the renewal deadline for Village Vehicle Stickers until October 31, 2020.

NEXT STEPS

Attached please find two documents that summarize recommended modifications of the draft budget. The first attachment provides for detail of the recommended modification, while the second provides for the accounting. These will guide discussion at the April 7th Finance Committee Meeting. There the Committee will discuss its recommendation for the Draft Budget, which will be presented at the Budget Hearing on April 14th at 7:15 p.m. Additionally, the Budget and Five Year Plan will be on the Work Session Agenda for discussion. Action is anticipated for the April 28th Village Board Meeting.

DOCUMENTATION

- **Chart of April 3, 2020 Draft Budget Modifications (At a Glance with detail)**
- **Budget FY 20/21 Budget Revisions Summary**
- **Modified FY 20/21 Draft Budget minus the Budget Narratives (forthcoming)**

April 3, 2020 Draft Modifications

General Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 19	General Fund	Sales Tax	\$70,000	Reduce by \$70,000 to anticipate impacts to restaurants and some retail. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	State Income Tax	\$225,000	Reduce by \$225,000 to anticipate impacts to the jobs market and economy. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	PPRT	\$5,000	Reduce by \$5,000 to anticipate impacts to the jobs market and economy. No additional projections available from the IML at this time.
Revenues Page 19	General Fund	State Use Tax	\$15,000	Reduce by \$15,000 to anticipate impacts to consumer confidence, market and economy. No additional projections available from the IML at this time.
Revenues Page 20	General Fund	Interest	\$40,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$355,000	

General Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Administration Page 23	General Fund	Other Professional Services	\$2,000	Reduce by \$2,000 to hold spending.
Expenditures Administration Page 23	General Fund	Building Maintenance	\$4,000	Eliminate flagpole repair and do this in-house with DPW.
Expenditures Police Page 29	General Fund	LTACC Annual Contribution	\$42,000	Adjusted in accordance with LTACC Budget and identified contribution amount. Reduced due to Countryside PD coming aboard.
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April 3, 2020 Draft Modifications

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Expenditures Building Page 49	General Fund	Other Professional Services	\$7,000	Can be reduced based on past expenditures and current workload.
			\$227,000	

Water Fund Revenues - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Revenues Page 52	Water Fund	Water Sales	\$150,000	Reduced to hold the line on the rate, and a slight reduction in utilization.
Revenues Page 52	Water Fund	Interest on Investments	\$23,000	Reduce accordingly. The Federal Reserve cut interest rates.
			\$173,000	

Water Fund Expenditures - Proposed Changes to Draft Budget

Account / Page	Fund	Item	Reduced Amount	Change
Expenditures Water Administration Page 54	Water Fund	Village Hall Improvements	\$11,000	Eliminate Village Hall Improvements.
			\$11,000	

Sewer Fund Revenues - Proposed Changes to Draft Budget

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Sewer Fund Expenditures - Proposed Changes to Draft Budget

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Expenditures Water Administration Page 67	Sewer Fund	Village Hall Improvements	\$9,000	Eliminated Village Hall Improvements.
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MFT Fund Revenues - Proposed Changes to Draft Budget

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Revenues Page 76	MFT Fund	Interest on Investments	\$10,000	Reduce accordingly. The Federal Reserve cut interest rates.
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MFT Fund Revenues - Proposed Changes to Draft Budget

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Expenditures Page 77	MFT Fund	Tree Maintenance	\$24,500	Moved from the Public Works GF Budget.
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CP Fund Revenues - Proposed Changes to Draft Budget

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April 3, 2020 Draft Modifications

CP Fund Expenditures - Proposed Changes to Draft Budget

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Expenditures Page 89	Capital Projects	New Sidewalk	\$18,000	Eliminate.
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Expenditures Page 90	Capital Projects	Information and Technology - Phone System	\$18,500	There are also funds budgeted in Water & Sewer. Based upon preliminary estimates from AIS, the total cost can be reduced. Staff anticipate a reduction in telephone service costs due to the VOIP technology.
			\$66,500	

**Village of La Grange Park
Budget FY 2020/21
Proposed Revisions**

	FY 2020/21 Budget			
	Original	Proposed	Change	
General Fund				
Revenues (Original)			\$ 9,129,000	
Sales Tax	590,000	520,000	(70,000)	
State Income Tax	1,425,000	1,200,000	(225,000)	
Personal Property Replacement Tax	50,000	45,000	(5,000)	
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Interest	60,000	20,000	(40,000)	(355,000)
Revenues (Revised)			<u>\$ 8,774,000</u>	
Expenditures (Original)			\$ 8,999,591	
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Other Professional Services	5,000	3,000	(2,000)	
Building Maintenance	10,000	6,000	(4,000)	
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Building Maintenance	16,500	12,000	(4,500)	
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Building Maintenance	26,720	11,720	(15,000)	
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Public Works				
Tree Removal Services	30,000	20,000	(10,000)	
Tree Planting	25,000	-	(25,000)	
Sidewalk Grinding	20,000	-	(20,000)	
Annual Sidewalk Program	20,000	-	(20,000)	
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Plan Review & Inspections	60,000	50,000	(10,000)	
Other Professional Services	30,000	23,000	(7,000)	(227,000)
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Transfer to Capital Projects Fund	400,000	250,000	(150,000)	
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Water Fund

Revenues (Original)			\$ 4,547,000	
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Revenues (Revised)			<u>\$ 4,374,000</u>	
Expenditures (Original)			\$ 5,006,865	
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Sewer Fund

Revenues (Original)			\$ 1,171,000	
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Revenues (Revised)			<u>\$ 1,125,000</u>	
Expenditures (Original)			\$ 1,279,680	
Capital Outlay-Information Technology	30,040	22,540	(7,500)	
Expenditures (Revised)			<u>\$ 1,272,180</u>	
Increase/(Decrease) in Fund Balance	(108,680)	(147,180)	(38,500)	

Motor Fuel Tax Fund

Revenues (Original)			\$ 575,000	
Interest	15,000	5,000	(10,000)	
Revenues (Revised)			<u>\$ 565,000</u>	
Expenditures (Original)			\$ 423,000	
Tree Maintenance	-	24,500	24,500	
Sidewalks	24,500	44,500	20,000	44,500
Expenditures (Revised)			<u>\$ 467,500</u>	
Increase/(Decrease) in Fund Balance	152,000	97,500	(54,500)	

Capital Projects Fund

Revenues & Transfers In (Original)			\$ 406,000	
Interest	6,000	1,000	(5,000)	
Transfer from General Fund	400,000	250,000	(150,000)	(155,000)
Revenues (Revised)			<u>\$ 251,000</u>	
Expenditures (Original)			\$ 387,840	
Sidewalks	18,000	-	(18,000)	
Building & Grounds	49,880	29,880	(20,000)	
PW Vehicle Jack	10,000	-	(10,000)	
Information Technology-Phone System	58,500	40,000	(18,500)	(66,500)
Expenditures (Revised)			<u>\$ 321,340</u>	
Increase/(Decrease) in Fund Balance	18,160	(70,340)	(88,500)	



Draft Budget #2

April 2, 2020

This draft budget provides proposed changes to the March 3, 2020 Draft.

This is for discussion at the April 7, 2020 Finance Committee Meeting.

**Table I
VILLAGE OF LA GRANGE PARK
SUMMARY OF REVENUES/INFLOWS
5 YEAR HISTORY**

	Actual FY 2014/15	Actual FY 2015/16	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Projected FY 2019/20	Budget FY 2020/21	\$ Change FY 2020/21 Budget vs FY 2019/20 Projected	% Change FY 2020/21 Budget vs FY 2019/20 Projected
General Fund									
Local Taxes	\$ 4,831,779	\$ 4,957,385	\$ 4,996,948	\$ 4,912,639	\$ 5,127,445	\$ 5,135,500	\$ 5,160,500	\$ 25,000	0.5%
Licenses	339,477	331,179	322,448	329,204	323,118	319,825	319,700	75	0.0%
Permits	379,967	390,769	434,334	406,484	350,850	248,300	259,500	11,200	4.5%
Intergovernmental Revenues	1,699,188	1,757,989	1,677,744	1,847,472	1,872,841	1,938,270	1,718,200	(220,070)	-11.4%
Charges for Service	581,424	527,765	505,595	518,811	518,236	492,100	502,100	10,000	2.0%
Fines & Forfeitures	176,108	206,868	194,982	191,032	161,366	172,000	182,000	10,000	5.8%
Miscellaneous Revenues	391,177	894,995	607,538	569,128	883,812	752,800	632,000	(120,800)	-16.0%
Interfund Transfers In	49,613	38,000	85,645	-	-	-	-	-	-
	<u>8,448,611</u>	<u>9,104,938</u>	<u>8,825,234</u>	<u>8,674,668</u>	<u>9,217,466</u>	<u>9,058,595</u>	<u>8,774,000</u>	<u>(284,595)</u>	<u>-3.8%</u>
Water Fund	3,256,540	3,481,824	3,245,240	3,215,290	4,011,530	4,442,850	4,374,000	(68,850)	-1.5%
Sewer Fund	1,176,427	1,132,947	1,018,155	1,005,083	1,247,613	1,158,000	1,125,000	(33,000)	-2.8%
Motor Fuel Tax Fund	448,463	367,967	345,971	352,349	359,864	525,000	565,000	40,000	7.6%
Risk Management Fund	-	-	-	978,742	382,395	245,000	245,000	-	0.0%
Emergency Telephone Fund	159,516	166,266	129,905	-	-	-	-	-	-
Debt Service Fund	215,552	-	-	1,994,283	1,304,068	1,301,000	1,145,000	(156,000)	-12.0%
Capital Projects Fund	1,247,739	444,046	221,483	209,159	261,354	571,000	251,000	(320,000)	-56.0%
Road Bond Fund	-	-	10,149,898	30,431	125,248	10,000	1,000	(9,000)	-90.0%
Fire Equipment Bond Fund	-	-	1,217,385	25,102	325	-	-	-	-100.0%
Village Market TIF Fund	-	-	-	-	344,171	218,000	217,000	(1,000)	-0.5%
31St/Barnedale TIF Fund	-	-	-	-	460,735	204,000	205,000	1,000	0.5%
Village Market BD Fund	-	-	-	82,919	111,909	113,000	113,000	-	0.0%
31St / N La Grange BD Fund	-	-	-	39,441	55,871	64,500	64,500	-	0.0%
31St / Maple BD Fund	-	-	-	17,811	22,590	24,500	24,500	-	0.0%
31St / Barnedale BD Fund	-	-	-	56,384	103,867	105,500	105,500	-	0.0%
Foreign Fire Insurance Fund	11,420	11,177	11,081	12,444	13,875	17,042	17,000	(42)	-0.2%
Police Pension Fund	1,777,327	898,225	2,379,332	2,174,598	2,267,030	2,432,150	2,535,100	102,950	4.2%
Sub-Total All Funds	<u>16,741,585</u>	<u>15,587,390</u>	<u>27,543,682</u>	<u>18,768,582</u>	<u>20,259,511</u>	<u>20,490,137</u>	<u>19,761,500</u>	<u>(728,537)</u>	<u>-5.3%</u>
(Less Interfund Transfers)	(2,245,376)	(1,081,853)	(1,189,875)	(2,301,810)	(1,466,893)	(1,886,550)	(1,883,000)	203,550	-10.8%
Total All Funds	<u>\$14,496,209</u>	<u>\$14,505,537</u>	<u>\$26,353,807</u>	<u>\$16,466,772</u>	<u>\$18,792,618</u>	<u>\$18,603,587</u>	<u>\$18,078,500</u>	<u>\$ (524,987)</u>	<u>-4.3%</u>

**Table II
VILLAGE OF LA GRANGE PARK
SUMMARY OF EXPENDITURES/OUTFLOWS
5 YEAR HISTORY**

	Actual FY 2014/15	Actual FY 2015/16	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Projected FY 2019/20	Budget FY 2020/21	\$ Change FY 2020/21 Budget vs FY 2019/20 Projected	% Change FY 2020/21 Budget vs FY 2019/20 Projected
General Fund									
Administration & Finance	\$ 870,925	\$ 850,435	\$ 841,880	\$ 925,068	\$ 886,915	\$ 918,280	\$ 929,520	\$ 13,270	1.4%
Police	3,911,871	3,915,338	3,998,528	4,115,304	4,338,385	4,653,320	4,671,360	18,040	0.4%
Fire	1,335,801	1,388,972	1,408,245	1,869,844	1,790,395	1,862,273	1,800,378	(61,897)	-3.3%
Public Works	1,338,523	1,338,997	1,179,408	1,179,511	1,178,519	1,060,045	1,032,985	(27,060)	-2.5%
Building	272,099	278,005	322,020	294,855	298,568	324,725	338,350	13,625	4.2%
Debt Service	12,500	12,500	12,500	12,500	-	-	-	-	-100.0%
Interfund Transfers Out	1,188,000	200,000	200,000	574,139	200,000	500,000	250,000	(250,000)	-50.0%
	<u>8,929,519</u>	<u>7,982,247</u>	<u>8,217,759</u>	<u>8,771,019</u>	<u>8,690,782</u>	<u>9,318,613</u>	<u>9,022,591</u>	<u>(296,022)</u>	<u>-3.2%</u>
Water Fund									
Administration	162,030	152,882	172,373	167,680	164,694	200,375	208,805	8,430	4.2%
Distribution	3,107,942	2,730,249	3,095,761	3,126,712	3,233,588	3,941,082	4,798,060	866,978	21.7%
Interfund Transfers Out	-	-	-	117,352	-	-	-	-	-100.0%
	<u>3,269,972</u>	<u>2,883,131</u>	<u>3,268,134</u>	<u>3,111,744</u>	<u>3,398,280</u>	<u>4,141,457</u>	<u>5,006,865</u>	<u>888,405</u>	<u>20.9%</u>
Sewer Fund									
Administration	211,255	185,414	198,191	197,829	323,188	222,025	227,690	5,665	2.6%
Operations & Maintenance	449,827	403,839	309,874	497,169	185,700	728,085	657,040	(71,045)	-9.8%
Debt Service	445,726	383,068	384,200	385,875	381,912	391,750	387,450	(4,300)	-1.1%
Interfund Transfers Out	40,020	40,000	20,000	17,285	-	-	-	-	-100.0%
	<u>1,146,828</u>	<u>1,012,321</u>	<u>910,265</u>	<u>1,097,748</u>	<u>890,798</u>	<u>1,341,860</u>	<u>1,272,180</u>	<u>(69,680)</u>	<u>-5.2%</u>
Motor Fuel Tax Fund									
MFT Expenditures	150,000	311,251	223,195	162,327	189,695	211,500	487,500	258,000	121.0%
Interfund Transfers Out	215,552	-	60,000	-	-	-	-	-	0.0%
	<u>365,552</u>	<u>311,251</u>	<u>283,195</u>	<u>162,327</u>	<u>189,695</u>	<u>211,500</u>	<u>487,500</u>	<u>258,000</u>	<u>121.0%</u>
Risk Management Fund				102,919	224,129	249,480	250,000	540	0.2%
Emergency Telephone Fund									
ETSB Expenditures	83,247	297,107	259,635	33,603	-	-	-	-	-
Interfund Transfers Out	37,000	38,000	25,645	-	-	-	-	-	-
	<u>120,247</u>	<u>335,107</u>	<u>285,280</u>	<u>33,603</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt Service Fund	220,248	-	-	1,243,551	1,248,475	1,248,225	1,246,500	(1,725)	-0.1%
Capital Projects Fund	1,062,550	638,305	238,781	138,256	212,995	483,070	321,340	(161,730)	-33.5%
Road Bond Fund	-	-	2,767,262	3,174,004	2,470,307	1,385,000	494,000	(891,000)	-64.3%
Fire Equipment Bond Fund	-	-	32,709	1,191,929	18,174	-	-	-	-100.0%
Village Market TIF Fund	-	-	29,083	1,823	15,654	12,826	12,500	(326)	-2.5%
318th/Barnedale TIF Fund	-	-	31,735	112,022	4,182	20,000	65,500	65,500	327.5%
Village Market BD Fund	-	-	13,140	-	14,768	3,500	5,000	1,500	42.9%
318th / N La Grange BD Fund	-	-	14,482	715	132	5,000	5,000	-	-
318th / Maple BD Fund	-	-	13,733	-	-	-	5,000	5,000	-
318th / Barnedale BD Fund	-	-	15,530	102,336	10,880	25,000	25,000	-	0.0%
Foreign Fire Insurance Fund	8,197	25,561	8,390	5,219	12,124	15,000	20,000	5,000	33.3%
Police Pension Fund	1,218,952	1,289,954	1,431,022	1,457,847	1,562,319	1,876,000	1,719,000	(157,000)	-8.3%
Sub-Total All Funds	<u>16,342,065</u>	<u>14,457,877</u>	<u>17,560,460</u>	<u>21,008,662</u>	<u>18,983,874</u>	<u>20,134,510</u>	<u>19,957,976</u>	<u>(176,534)</u>	<u>-0.9%</u>
(Less Interfund Transfers)	<u>(2,245,376)</u>	<u>(1,081,853)</u>	<u>(1,169,875)</u>	<u>(2,301,810)</u>	<u>(1,466,893)</u>	<u>(1,886,550)</u>	<u>(1,683,000)</u>	<u>203,550</u>	<u>-10.8%</u>
Total All Funds	<u>\$ 14,096,689</u>	<u>\$ 13,376,024</u>	<u>\$ 16,390,585</u>	<u>\$ 18,704,852</u>	<u>\$ 17,496,981</u>	<u>\$ 18,247,960</u>	<u>\$ 18,274,976</u>	<u>\$ 27,016</u>	<u>0.1%</u>

**Table III
VILLAGE OF LA GRANGE PARK
PROJECTED FUND BALANCE SUMMARY
FISCAL YEAR 2020/21**

	<u>Beginning Fund Balance</u>	<u>Revenues/ Inflows</u>	<u>Expenditures/ Outflows</u>	<u>Increase/ (Decrease)</u>	<u>Ending Fund Balance</u>	<u>Adjustment to Available Cash*</u>	<u>Available Cash</u>	<u>Cash Reserves Minimum Standard</u>	<u>Over/ (Under)</u>
✓ Operating Funds									
General Fund	\$ 5,845,937	\$ 8,774,000	\$ 9,022,591	\$ (248,591)	\$ 5,897,346	\$ (1,418,717)	\$ 4,278,629	\$ 2,193,000	\$ 2,085,629
Water Fund	3,556,341	4,374,000	5,006,865	(632,865)	2,923,476	(840,787)	2,082,689	1,093,500	989,189
Sewer Fund	1,359,235	1,125,000	1,272,180	(147,180)	1,212,055	(495,882)	716,173	281,250	434,923
Motor Fuel Tax Fund	1,059,809	565,000	467,500	97,500	1,157,309	(50,000)	1,107,309	141,250	966,059
▲ Risk Management Fund	1,009,629	245,000	250,000	(5,000)	1,004,629	(946,052)	58,577	50,000	8,577
◆ Debt Service & Capital Funds									
Debt Service Fund	859,100	1,145,000	1,246,500	(101,500)	757,600	(757,600)	-		
Capital Projects Fund	376,369	251,000	321,340	(70,340)	306,029	(300,000)	6,029		
Road Bond Fund	519,002	1,000	494,000	(493,000)	26,002	-	26,002		
◆ Economic Development Funds									
Village Market TIF Fund	503,006	217,000	12,500	204,500	707,506	-	707,506		
31St/Barnsdale TIF Fund	496,796	205,000	85,500	119,500	616,296	-	616,296		
Village Market BD Fund	276,420	113,000	5,000	108,000	384,420	(24,791)	359,629		
31St / N La Grange BD Fund	139,503	64,500	5,000	59,500	199,003	(13,790)	185,213		
31St / Maple BD Fund	51,168	24,500	5,000	19,500	70,668	(5,666)	65,002		
31St / Barnsdale BD Fund	111,825	105,500	25,000	80,500	192,325	(24,561)	167,764		
⊛ Other Funds									
Foreign Fire Insurance Fund	36,551	17,000	20,000	(3,000)	33,551				
Police Pension Fund	15,508,757	2,535,100	1,719,000	816,100	16,324,857				
Totals	\$ 31,809,449	\$ 19,781,600	\$ 19,957,976	\$ (196,376)	\$ 31,613,073				

✓ Minimum standard for operating funds is 25% of revenues excluding transfers in, grants, and bond proceeds.

▲ Minimum standard for the Risk Management Fund will be set based on deductible level.

◆ Debt service, capital and economic development funds do not have a minimum reserve level.

⊛ The Village Board does not have authority over these funds. As such there is no available cash and these funds are not subject to a minimum reserve policy.

★ Includes receivables and deposits not available for spending as of year end and any reserved or assigned amounts.

Chart I
Village of La Grange Park
Revenues by Fund (Net of Interfund Transfers)
FY 2020/21

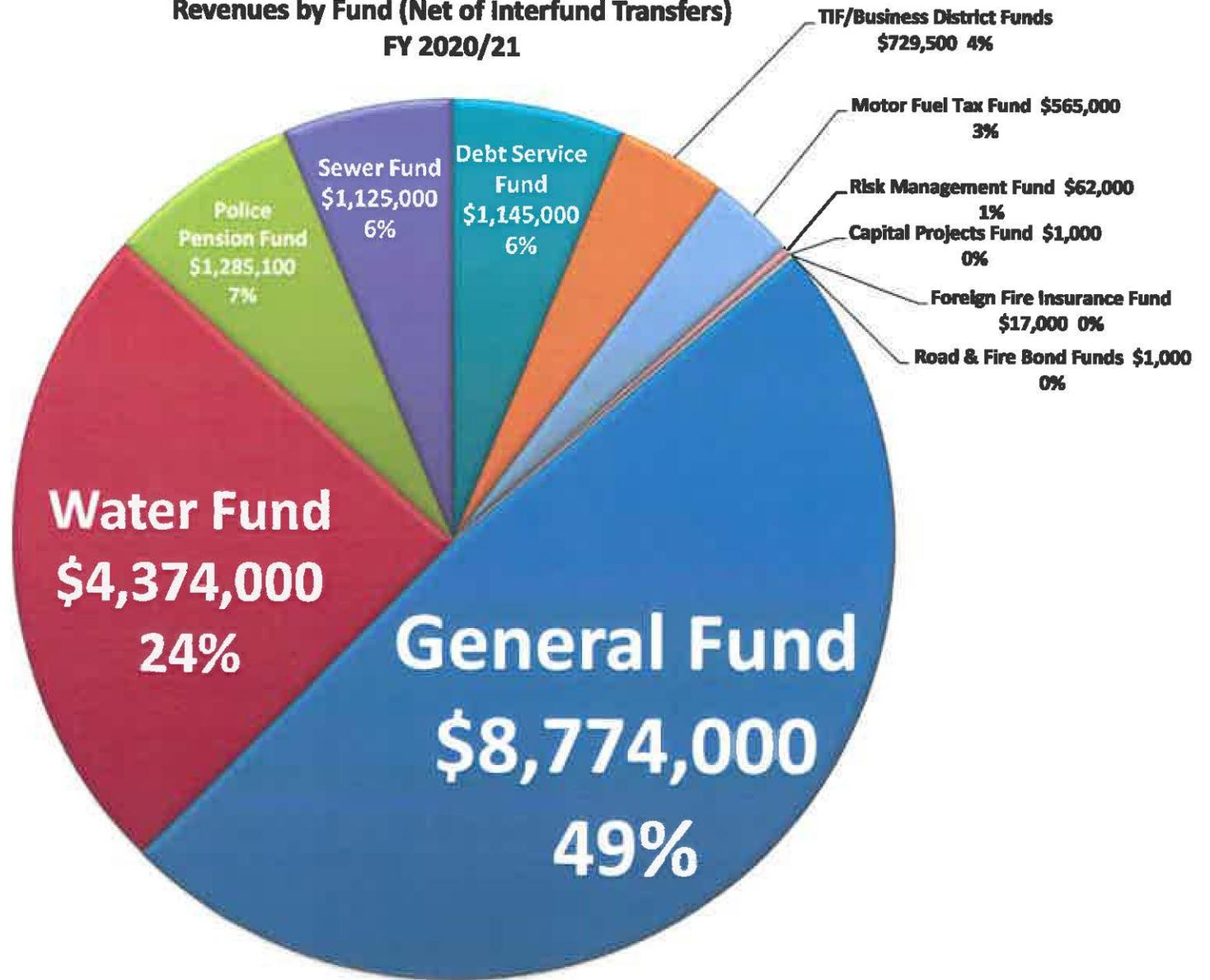


Chart II
Village of La Grange Park
Expenditures by Category - All Funds (Net of Interfund Transfers)
FY 2020/21

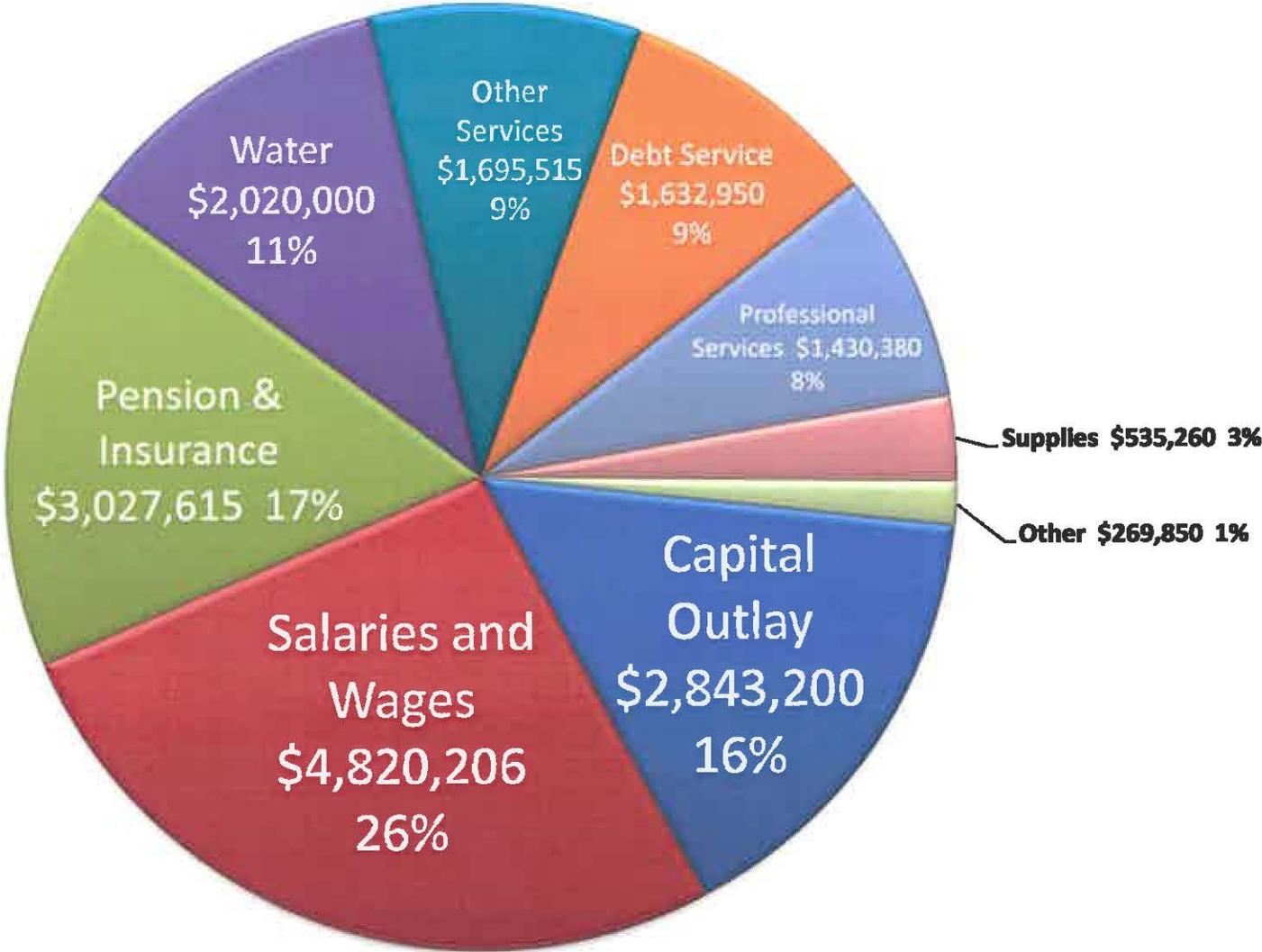


Chart III
Village of La Grange Park
General Fund Revenues
FY 2020/21

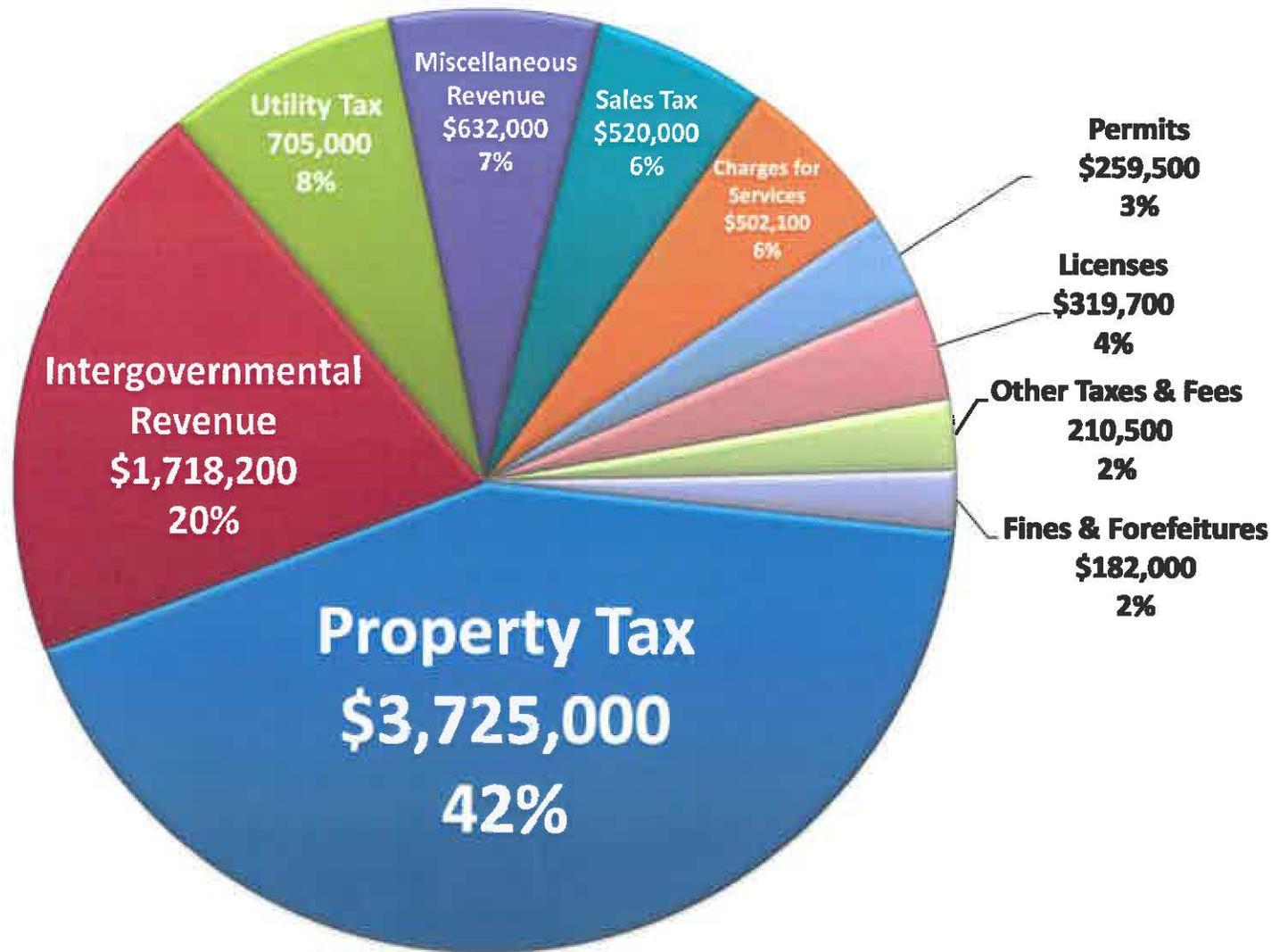


Chart IV
Village of La Grange Park
General Fund Expenditures by Category
FY 2020/21

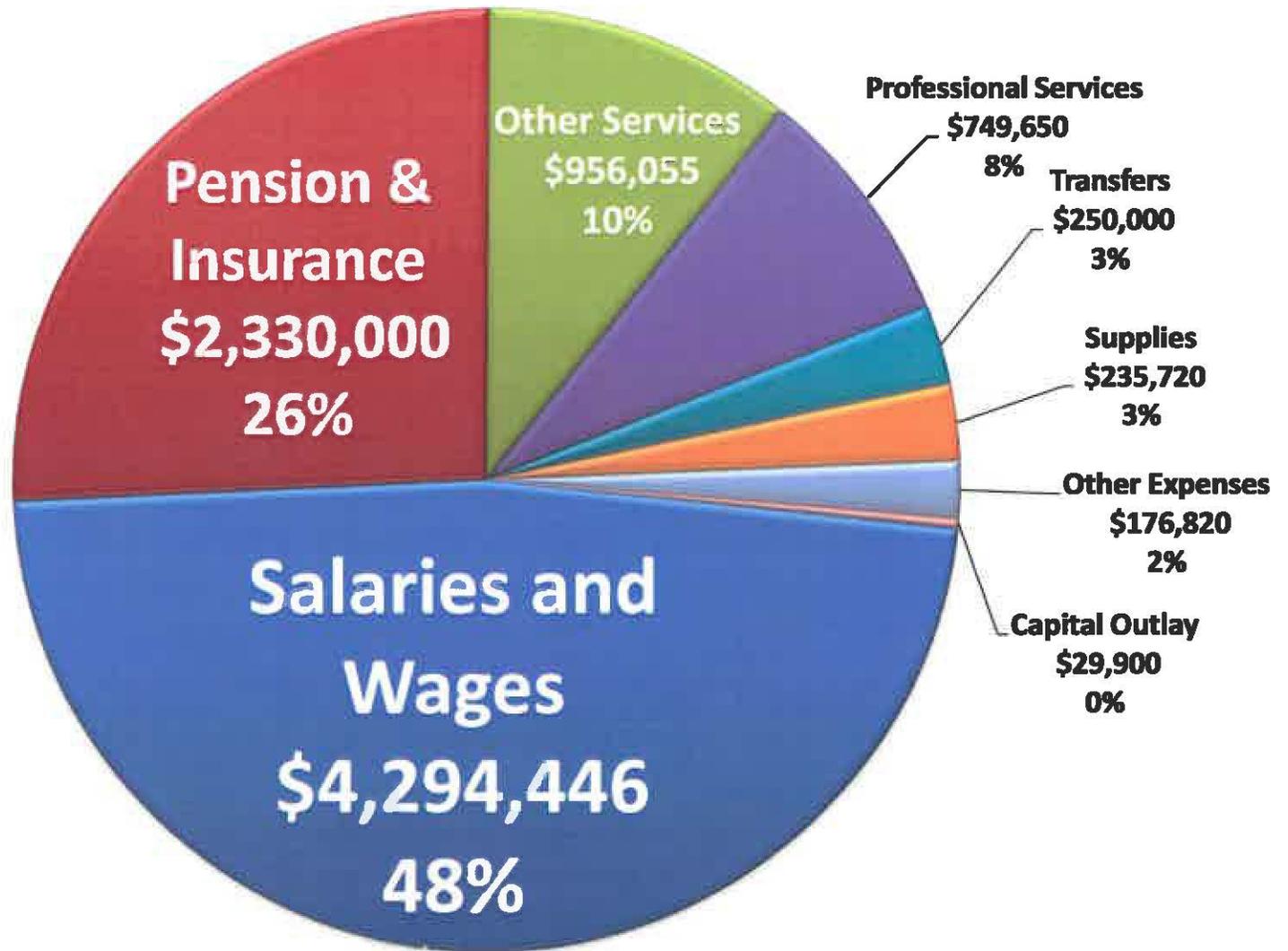
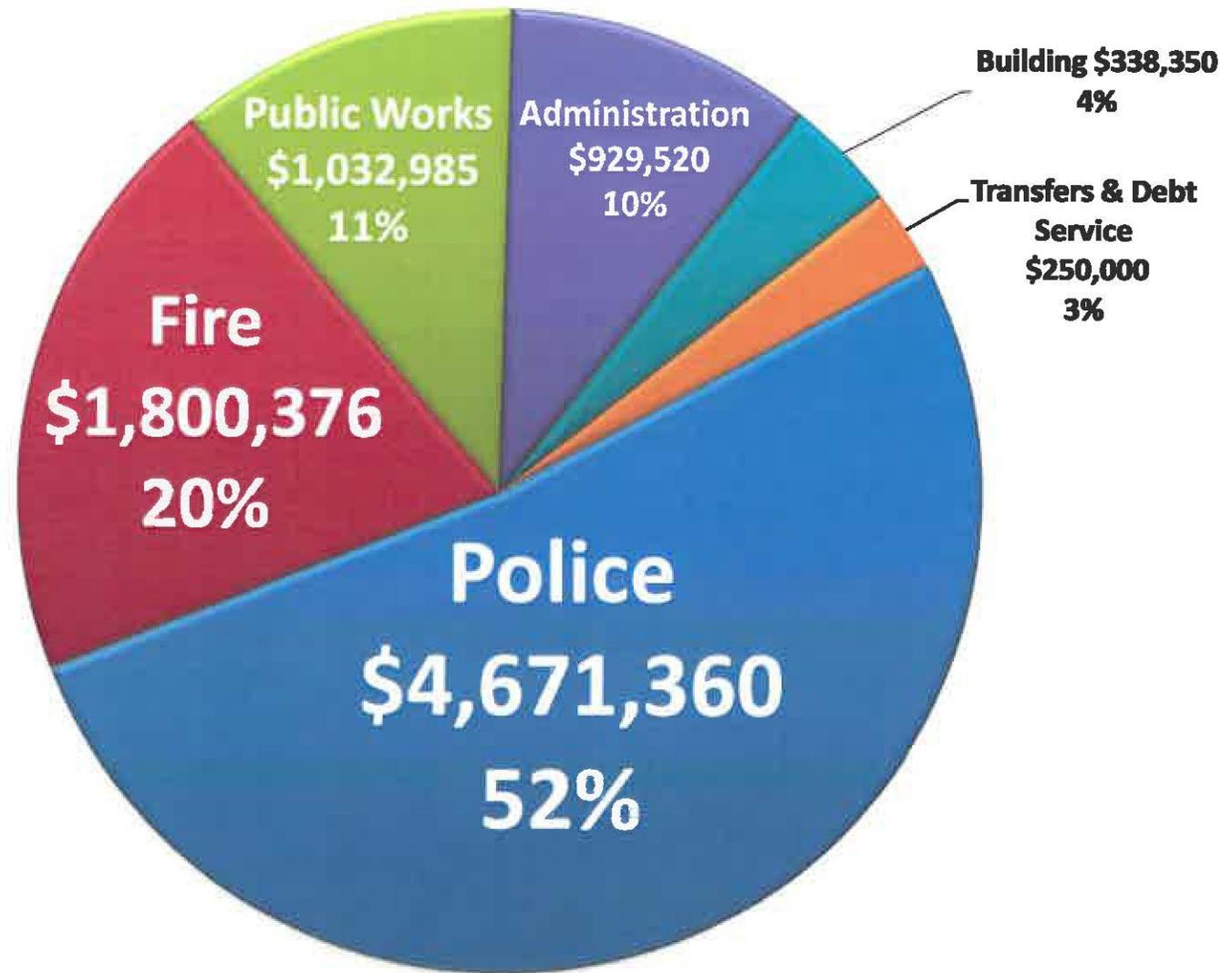


Chart V
Village of La Grange Park
General Fund Expenditures/Outflows by Department
FY 2020/21



**Table IV
VILLAGE AUTHORIZED PERSONNEL
FULL-TIME POSITIONS
5 YEAR HISTORY**

	AUTHORIZED FY 2016/17	AUTHORIZED FY 2017/18	AUTHORIZED FY 2018/19	AUTHORIZED FY 2019/20	AUTHORIZED FY 2020/21
ADMINISTRATION DEPARTMENT					
Village Manager	1	1	1	1	1
Assistant Village Manager	1	1	1	1	1
Executive Secretary	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	3	3	3	3	3
FINANCE DEPARTMENT					
Finance Director	1	1	1	1	1
Accounting Specialist	0	0	0	0	1
Principal Fiscal Assistant	1	1	1	1	0
Senior Fiscal Assistant ¹	1	1	1	0	0
Fiscal Assistant ²	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>1</u>
	5	5	5	4	3
POLICE DEPARTMENT					
Police Chief	1	1	1	1	1
Deputy Police Chief	1	1	1	1	1
Commander	1	1	1	1	1
Sergeant	4	4	4	4	4
Police Officer	14	14	14	14	14
Dispatcher ³	4	0	0	0	0
Secretary	1	1	1	1	1
Records Clerk	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	27	23	23	23	23
FIRE DEPARTMENT					
Director of Fire & Building	1	1	1	1	1
PUBLIC WORKS DEPARTMENT					
Public Works Director	1	1	1	1	1
Crew Foreman	1	1	1	1	1
Water Operator	1	1	1	1	1
Mechanic	1	1	1	1	1
Maintenance Worker	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
	9	9	9	9	9
BUILDING DEPARTMENT					
Building Official/Deputy Commissioner ⁴	1	1	1	1	1
Building & Fire Specialist ⁵	0	0	0	0	1
Senior Fiscal Assistant ⁵	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>
	1	1	1	2	2
TOTAL FULL-TIME POSITIONS	46	42	42	42	41

1. The Senior Fiscal Assistant position was reallocated primarily to the Building and Fire Departments in FY 19/20.
2. One Fiscal Assistant position will be split into two part time positions in FY 20/21.
3. Dispatchers were transferred to the Lyons Township Area Consolidated Dispatch center at the end of FY 16/17.
4. The Building Inspector position was reclassified in FY 16/17.
5. The Senior Fiscal Assistant position has been reclassified as Building and Fire Specialist.

**Table V
VILLAGE AUTHORIZED PERSONNEL
PART-TIME POSITIONS
5 YEAR HISTORY**

	Authorized FY2016/17	Authorized FY2017/18	Authorized FY2018/19	Authorized FY2019/20	Authorized FY2020/21
FINANCE DEPARTMENT					
Fiscal Assistant	0	0	0	1	3
Seasonal Assistance	1	1	1	1	1
	1	1	1	2	4
<u>Full Time Equivalents (FTEs)</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.6</u>	<u>2.1</u>
POLICE DEPARTMENT					
Police Officer	3	3	3	3	3
Auxiliary Officer	4	4	4	4	4
Crossing Guard	9	9	9	9	7
Dispatcher	3	3	0	0	0
	19	19	16	16	14
<u>Full Time Equivalents (FTEs)</u>	<u>3.9</u>	<u>3.9</u>	<u>3.5</u>	<u>3.5</u>	<u>2.8</u>
FIRE DEPARTMENT					
Division Chief	3	3	3	2	2
Captain	2	2	2	3	3
Lieutenant	4	4	4	4	4
Fire Prevention Coordinator	0	0	0	1	1
Fire Inspector	4	4	4	2	2
Firefighter	40	40	40	40	40
Seasonal Summer Intern	1	1	1	0	0
	54	54	54	52	52
<u>Full Time Equivalents (FTEs)</u>	<u>9.2</u>	<u>9.2</u>	<u>9.2</u>	<u>8.9</u>	<u>8.9</u>
PUBLIC WORKS DEPARTMENT					
Seasonal Maintenance Worker	5	5	5	5	5
Executive Secretary	1	1	1	1	1
	6	6	6	6	6
<u>Full Time Equivalents (FTEs)</u>	<u>1.9</u>	<u>1.9</u>	<u>1.9</u>	<u>1.9</u>	<u>1.9</u>
BUILDING DEPARTMENT					
Project Coordinator	1	1	1	0	0
Seasonal Code Enforcement	1	1	1	0	0
	2	2	2	0	0
<u>Full Time Equivalents (FTEs)</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.0</u>	<u>0.0</u>
TOTAL PART-TIME POSITIONS	82.0	82.0	79.0	76.0	76.0
<u>TOTAL FULL-TIME EQUIVALENT</u>	<u>15.5</u>	<u>15.5</u>	<u>15.1</u>	<u>14.9</u>	<u>15.7</u>

**Table VI
VILLAGE OF LA GRANGE PARK
PERSONNEL COST ALLOCATION BY FUND
Fiscal Year 2020/21 Budget**

Position	General Fund Administration & Finance	General Fund Police	General Fund Fire	General Fund Public Works	General Fund Building	Water Fund Administration	Water Fund Distribution	Sewer Fund Administration	Sewer Fund Operations
<i>Full-time</i>									
Village Manager	78%					12%		10%	
Assistant Village Manager	78%					12%		10%	
Executive Secretary	78%					12%		10%	
Finance Director	78%					12%		10%	
Accounting Specialist	78%					12%		10%	
Fiscal Assistant	78%					12%		10%	
Police Chief		100%							
Deputy Police Chief		100%							
Commander		100%							
Sergeant		100%							
Police Officer		100%							
Police Secretary		100%							
Police Records Clerk		100%							
Director of Fire & Building			88%		30%	2%		2%	
Public Works Director				60%			30%		10%
Public Works Foreman				60%			30%		10%
Water Operator				60%			30%		10%
Mechanic				60%			30%		10%
Maintenance Worker				60%			30%		10%
Building Official/Deputy Commissioner					100%				
Building & Fire Specialist	10%		30%		56%	2%		2%	
<i>Part-time</i>									
Village Clerk	78%					12%		10%	
Village Treasurer	78%					12%		10%	
Fiscal Assistant-Customer Service	78%					12%		10%	
Fiscal Assistant-Accounts Payable	78%					12%		10%	
Fiscal Assistant-Utility Billing	10%					45%		45%	
Police Officer		100%							
Auxiliary Officer		100%							
Crossing Guard		100%							
Fire Division Chief			100%						
Fire Captain			100%						
Fire Lieutenant			100%						
Fire Prevention Coordinator			100%						
Fire Inspector			100%						
Firefighter			100%						
Seasonal Maintenance Worker							30%		10%
Seasonal Plow					60%				
Public Works Executive Secretary							30%		10%

GENERAL FUND SUMMARY BY DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Projected FY 2019/20	Budget FY 2019/20	Budget FY 2020/21
Revenues						
Local Taxes	\$ 4,996,948	\$ 4,912,639	\$ 5,127,445	\$ 5,135,500	\$ 5,188,000	\$ 5,160,500
Licenses	322,448	329,204	323,116	319,625	324,900	319,700
Permits	434,334	406,484	350,850	248,300	311,000	259,500
Intergovernmental Revenues	1,677,744	1,647,472	1,872,641	1,938,270	1,812,000	1,718,200
Charge For Services	505,595	518,811	518,236	492,100	491,600	502,100
Fines & Forfeitures	194,982	191,032	161,366	172,000	187,000	182,000
Miscellaneous Revenues	607,538	569,126	863,812	752,800	680,000	632,000
Other Financing Sources	85,645	-	-	-	-	-
Total Revenues & Transfers In	\$ 8,825,234	\$ 8,574,568	\$ 9,217,466	\$ 9,058,595	\$ 8,994,500	\$ 8,774,000
Expenditures						
Administration & Finance	\$ 841,680	\$ 925,066	\$ 886,915	\$ 916,250	\$ 917,210	\$ 929,520
Police	3,998,528	4,115,304	4,338,385	4,653,320	4,554,230	4,671,360
Fire	1,408,245	1,669,644	1,790,395	1,862,273	1,829,620	1,800,376
Public Works	1,179,406	1,179,511	1,178,519	1,060,045	1,107,530	1,032,985
Building	322,020	294,855	296,568	324,725	353,170	338,350
	\$ 7,749,859	\$ 8,184,380	\$ 8,490,782	\$ 8,816,613	\$ 8,761,760	\$ 8,772,591
Ambulance Loan	12,500	12,500	-	-	-	-
Transfer to Capital Projects Fund	200,000	200,000	200,000	500,000	500,000	250,000
LTACC Capital Expenditures	255,400	-	-	-	-	-
Transfer to Risk Management Fund	-	374,139	-	-	-	-
Total Expenditures & Transfers Out	\$ 8,217,759	\$ 8,771,019	\$ 8,690,782	\$ 9,316,613	\$ 9,261,760	\$ 9,022,591
Fund Balance Increase/(Decrease)	\$ 607,475	(196,451)	526,684	(258,018)	(267,260)	(248,591)
Beginning Fund Balance	\$ 5,266,247	\$ 5,873,722	\$ 5,677,271	\$ 6,203,955	\$ 6,203,955	\$ 5,945,937
Ending Fund Balance	\$ 5,873,722	\$ 5,677,271	\$ 6,203,955	\$ 5,945,937	\$ 5,936,695	\$ 5,697,346
Adjustment to Available Cash ¹	\$(1,966,425)	\$(1,505,104)	\$(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)
Available Cash at Fiscal Year End¹	\$ 3,907,297	\$ 4,172,167	\$ 4,785,238	\$ 4,527,220	\$ 4,517,978	\$ 4,278,629

1. Includes receivables and deposits as of year end.

GENERAL FUND SUMMARY BY CATEGORY
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Projected FY 2019/20	Budget FY 2019/20	Budget FY 2020/21
Revenues						
Local Taxes	\$ 4,996,948	\$ 4,912,639	\$ 5,127,445	\$ 5,135,500	\$ 5,188,000	\$ 5,180,500
Licenses	322,448	329,204	323,116	319,625	324,900	319,700
Permits	434,334	406,484	350,850	248,300	311,000	259,500
Intergovernmental Revenues	1,677,744	1,647,472	1,872,641	1,938,270	1,812,000	1,718,200
Charge For Services	505,595	518,611	518,236	492,100	491,600	502,100
Fines & Forfeitures	194,982	191,032	161,366	172,000	187,000	182,000
Miscellaneous Revenues	607,538	569,126	863,812	752,800	680,000	632,000
Other Financing Sources	85,645	-	-	-	-	-
Total Revenues & Transfers In	\$ 8,825,234	\$ 8,574,568	\$ 9,217,466	\$ 9,058,595	\$ 8,994,500	\$ 8,774,000
Expenditures						
Salaries & Wages	\$ 4,007,858	\$ 3,977,323	\$ 4,116,613	\$ 4,203,333	\$ 4,225,505	\$ 4,294,446
Professional Services	428,578	732,814	759,049	825,175	837,575	749,650
Other Services	1,046,726	1,077,014	1,120,307	1,107,110	1,132,850	956,055
Capital Outlay	39,230	23,037	29,862	58,325	42,600	29,900
Supplies	188,755	219,373	204,775	222,870	221,540	235,720
Pension & Insurance	1,956,856	2,035,060	2,118,953	2,242,060	2,150,720	2,330,000
Other	81,856	119,759	141,223	157,740	150,970	176,820
	\$ 7,749,859	\$ 8,184,380	\$ 8,490,782	\$ 8,816,613	\$ 8,761,760	\$ 8,772,591
Ambulance Loan	12,500	12,500	-	-	-	-
Transfer to Capital Projects Fund	200,000	200,000	200,000	500,000	500,000	250,000
LTACC Capital Expenditures	255,400	-	-	-	-	-
Transfer to Risk Management Fund	-	374,139	-	-	-	-
Total Expenditures & Transfers Out	\$ 8,217,759	\$ 8,771,019	\$ 8,690,782	\$ 9,316,613	\$ 9,261,760	\$ 9,022,591
Fund Balance Increase/(Decrease)	\$ 607,475	(196,451)	526,684	(258,018)	(267,260)	(248,591)
Beginning Fund Balance	\$ 5,266,247	\$ 5,873,722	\$ 5,677,271	\$ 6,203,955	\$ 6,203,955	\$ 5,945,937
Ending Fund Balance	\$ 5,873,722	\$ 5,677,271	\$ 6,203,955	\$ 5,945,937	\$ 5,936,695	\$ 5,697,346
Adjustment to Available Cash ¹	\$(1,966,425)	(1,505,104)	(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)
Available Cash at Fiscal Year End	\$ 3,907,297	\$ 4,172,167	\$ 4,785,238	\$ 4,527,220	\$ 4,517,978	\$ 4,278,629

1. Includes receivables and deposits as of year end.

GENERAL FUND REVENUES
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Local Taxes							
01-50-1-100	Property Tax - Prior Years	\$ 12,794	\$ (73,891)	\$ (24,393)	\$ (25,000)	\$ -	\$ -
01-50-1-102	Property Tax	3,456,092	3,467,461	3,585,214	3,645,000	3,650,000	3,725,000
01-50-1-110	Sales Tax	490,860	521,219	572,364	575,000	582,000	520,000
01-50-1-112	Amusement Rental Tax	7,521	4,142	1,174	500	1,000	500
01-50-1-120	Utility Tax - Nicor Gas	156,010	167,087	177,511	165,000	165,000	165,000
01-50-1-122	Utility Tax - Commonwealth Edison	343,678	328,800	342,646	340,000	340,000	340,000
01-50-1-124	Telecommunications Tax	293,978	269,099	254,999	220,000	220,000	200,000
01-50-1-130	Cable Television Franchise Fee	236,015	228,722	217,930	215,000	230,000	210,000
Total Local Taxes		\$ 4,996,948	\$ 4,912,639	\$ 5,127,445	\$ 5,135,500	\$ 5,188,000	\$ 5,160,500
Licenses							
01-50-2-200	Motor Vehicle Licenses	\$ 234,173	\$ 235,592	\$ 232,687	\$ 230,000	\$ 235,000	\$ 230,000
01-50-2-202	Motor Vehicle Penalties	9,246	10,508	8,114	8,000	9,000	8,000
01-50-2-204	Senior Citizen Licenses	20,340	20,368	20,688	21,000	20,000	21,000
01-50-2-206	Senior Citizen Penalties	388	410	155	300	300	300
01-50-2-212	Motorcycle Licenses	1,820	2,030	2,095	2,000	2,000	2,000
01-50-2-214	Motorcycle Penalties	-	143	147	25	-	100
01-50-2-240	Dog Licenses	5,642	5,422	5,699	5,700	6,000	5,700
01-50-2-242	Dog Penalties	170	115	67	100	100	100
01-50-2-250	Business Licenses	38,700	36,816	40,789	40,000	40,000	40,000
01-50-2-252	Liquor Licenses	10,975	17,425	12,225	12,000	12,000	12,000
01-50-2-290	Miscellaneous Licenses	994	375	450	500	500	500
Total Licenses		\$ 322,448	\$ 329,204	\$ 323,116	\$ 319,625	\$ 324,900	\$ 319,700
Permits							
01-50-3-300	New Construction Permits	\$ 27,066	\$ 39,803	\$ 21,216	\$ 22,000	\$ 30,000	\$ 25,000
01-50-3-302	Alteration / Addition Permits	264,966	165,292	198,468	65,000	150,000	100,000
01-50-3-304	Garage Permits	6,700	9,324	2,800	8,000	10,000	9,000
01-50-3-306	Electrical Permits	9,105	15,362	2,250	8,300	5,000	7,500
01-50-3-308	Plumbing Permits	18,543	37,167	32,461	20,000	21,000	21,000
01-50-3-310	Repair Permits	86,025	94,238	75,251	100,000	75,000	75,000
01-50-3-390	Miscellaneous Permits	21,929	45,298	18,404	25,000	20,000	22,000
Total Permits		\$ 434,334	\$ 406,484	\$ 350,850	\$ 248,300	\$ 311,000	\$ 259,500
Intergovernmental Revenues							
01-50-4-400	State Income Tax	\$ 1,280,334	\$ 1,235,608	\$ 1,404,819	\$ 1,400,000	\$ 1,360,000	\$ 1,200,000
01-50-4-402	Personal Property Replacement Tax	56,148	52,229	47,233	60,000	50,000	45,000
01-50-4-406	State Use Tax	336,712	359,635	418,521	460,000	400,000	470,000
01-50-4-410	State Grants	561	-	-	-	-	-
01-50-4-412	County Grants	-	-	-	-	-	-
01-50-4-420	Federal Grants	2,595	-	-	12,600	2,000	2,000
01-50-4-430	Other Grants	-	-	-	4,460	-	-
01-50-4-490	Other Intergovernmental	1,394	-	2,068	1,210	-	1,200
Total Intergovernmental Revenues		\$ 1,677,744	\$ 1,647,472	\$ 1,872,641	\$ 1,938,270	\$ 1,812,000	\$ 1,718,200

GENERAL FUND REVENUES
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Charges For Services							
01-50-5-500	Inspection Fees	\$ 9,160	\$ 10,062	\$ 9,852	\$ 9,000	\$ 9,000	\$ 9,000
01-50-5-502	Election Fees	100	200	100	100	100	100
01-50-5-504	Board & Commission Hearing Fees	6,293	4,525	6,290	5,000	5,000	5,000
01-50-5-508	Fingerprinting	979	1,661	1,995	1,500	1,500	1,500
01-50-5-510	Accident Reports	845	1,195	1,285	1,500	1,000	1,500
01-50-5-512	Police Detail	6,480	7,080	18,848	10,000	10,000	20,000
01-50-5-514	Alarm Monitoring Fee	19,407	15,712	7,878	-	-	-
01-50-5-516	Ambulance Service	462,331	478,176	471,988	465,000	465,000	465,000
Total Charges For Services		\$ 505,595	\$ 518,611	\$ 518,236	\$ 492,100	\$ 491,600	\$ 502,100
Fines & Forfeitures							
01-50-6-800	Court Fines	\$ 36,877	\$ 49,488	\$ 26,403	\$ 20,000	\$ 35,000	\$ 15,000
01-50-6-802	Station Fines	154,956	138,155	133,334	150,000	150,000	165,000
01-50-6-804	False Alarm Violations	1,000	150	100	500	1,000	500
01-50-6-850	DUI Fines	2,149	3,241	1,529	1,500	1,000	1,500
Total Fines & Forfeitures		\$ 194,982	\$ 181,032	\$ 181,366	\$ 172,000	\$ 187,000	\$ 182,000
Miscellaneous Revenues							
01-50-7-700	Interest on Investments	\$ 21,023	\$ 30,571	\$ 95,681	\$ 85,000	\$ 80,000	\$ 20,000
01-50-7-710	Property Damage Reimbursements	36,635	-	-	-	-	-
01-50-7-720	Rentals & Lease Payments	190,528	245,380	361,692	370,000	347,000	380,000
01-50-7-730	Payments In Lieu of Taxes	138,779	191,508	196,452	199,800	201,000	200,000
01-50-7-740	Curbside Recycling	576	882	478	-	-	-
01-50-7-760	Ambulance Contributions	55	375	350	-	-	-
01-50-7-765	Police Contributions	1,750	5,901	14,100	8,000	2,000	12,000
01-50-7-768	Other Contributions	24,463	11,800	104	-	-	-
01-50-7-790	Miscellaneous Revenue	193,729	82,709	194,955	90,000	50,000	20,000
Total Miscellaneous Revenues		\$ 607,536	\$ 569,126	\$ 883,812	\$ 752,800	\$ 680,000	\$ 632,000
Other Financing Sources							
01-50-9-800	Transfer From Other Funds	60,000	-	-	-	-	-
01-50-9-904	Transfer from 9-1-1 Fund	25,845	-	-	-	-	-
Total Other Financing Sources		\$ 85,845	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues & Transfers In		\$ 8,825,234	\$ 8,574,568	\$ 9,217,466	\$ 9,058,595	\$ 8,994,500	\$ 8,774,000

ADMINISTRATION & FINANCE
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
01-41-1-100	Full-time Salaries	\$ 481,828	\$ 471,823	\$ 489,871	\$ 508,210	\$ 505,950	\$ 476,480
01-41-1-110	Part-time Wages	11,425	19,987	11,047	14,220	14,220	54,540
01-41-1-130	Overtime	610	1,473	197	2,500	600	2,000
Total Salaries & Wages		473,663	493,083	501,115	524,930	520,770	533,000
Professional Services							
01-41-2-200	Legal	58,492	62,701	59,331	61,000	61,000	63,000
01-41-2-210	Auditing & Reporting	15,990	20,307	20,034	23,090	23,090	23,090
01-41-2-250	Information Technology	25,190	30,861	31,003	31,100	31,100	37,300
01-41-2-270	Banking Services	-	3,779	6,277	1,000	3,900	2,000
01-41-2-290	Other Professional Services	22,739	9,866	9,615	5,000	5,000	3,000
Total Professional Services		122,411	127,514	126,260	121,190	124,090	128,390
Other Services							
01-41-3-302	Equipment Maintenance	-	832	980	1,000	1,000	1,000
01-41-3-304	Building Maintenance	7,952	14,155	3,407	5,000	10,000	6,000
01-41-3-310	Equipment Rental	7,109	6,604	4,975	6,020	6,020	6,020
01-41-3-320	Janitorial Service	4,717	4,717	4,717	5,000	5,000	5,000
01-41-3-350	Notices	2,277	1,031	593	2,300	2,300	2,300
01-41-3-360	Printing	11,798	11,462	11,244	11,300	11,300	11,300
01-41-3-370	Postage	10,408	15,063	9,360	10,800	10,800	11,000
01-41-3-372	Telephone	5,388	5,229	4,934	5,160	5,160	5,160
01-41-3-390	Miscellaneous Services	3,785	477	696	8,000	2,000	2,000
Total Other Services		53,432	59,570	40,906	54,580	53,580	49,780
Capital Outlay							
01-41-4-430	Office Equipment	227	826	1,330	2,000	2,000	3,000
Total Capital Outlay		227	826	1,330	2,000	2,000	3,000
Supplies							
01-41-5-504	Building & Landscape Materials	619	630	1,091	1,500	470	1,500
01-41-5-510	Food	-	-	-	1,000	390	1,000
01-41-5-520	Janitorial Supplies	419	127	305	320	320	320
01-41-5-540	Uniforms	-	-	-	800	-	500
01-41-5-560	Books & Maps	195	564	247	250	390	390
01-41-5-580	Office Supplies	5,420	5,584	5,055	5,000	5,460	5,000
Total Supplies		6,653	6,905	6,698	8,670	7,030	8,710
Pension & Insurance							
01-41-8-800	Property & Liability Insurance	2,545	2,920	4,440	3,540	3,540	3,940
01-41-8-810	Health & Life Insurance	72,621	84,174	82,812	84,900	84,900	74,050
01-41-8-820	FICA	33,885	35,467	36,145	38,270	39,900	40,900
01-41-8-830	IMRF	42,670	42,358	39,469	33,670	36,900	43,500
Total Pension & Insurance		151,621	164,919	162,866	160,380	165,240	162,390
Other Expenses							
01-41-7-700	Dues & Subscriptions	16,598	18,095	18,042	18,570	18,570	20,220
01-41-7-705	Travel, Meals & Lodging	55	2,305	5,587	5,070	5,070	5,070
01-41-7-710	Training	7,757	4,526	9,556	7,800	7,800	7,800
01-41-7-715	Employee Programs	877	1,008	3,272	3,080	3,080	3,160
01-41-7-720	Official Functions	2,799	2,777	3,414	3,000	3,000	3,000
01-41-7-730	Zoning Board of Appeals	2,093	5,909	5,058	4,000	4,000	4,000
01-41-7-740	Community Events	2,431	36,620	2,813	3,000	3,000	1,000
01-41-7-750	Recycling Programs	1,043	1,009	-	-	-	-
Total Other Expenses		33,653	72,249	47,740	44,500	44,500	44,250
Total Expenditures		\$ 841,660	\$ 925,066	\$ 886,915	\$ 916,250	\$ 917,210	\$ 929,520

4/2/2020

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
01-41-1-100	Full-time Salaries	Village Manager (78%) Assistant Village Manager (78%) Executive Secretary (78%) Finance Director (78%) Accounting Specialist (78%) Fiscal Assistant (78%) Building & Fire Specialist (10%)	\$ 137,165 95,550 49,715 104,950 47,550 34,920 6,610	\$ 476,460
01-41-1-110	Part-time Wages	Village Clerk (78%) 2 Fiscal Assistants (78%) Fiscal Assistant-UB (10%) Seasonal Assistance (78%)	9,080 39,120 2,800 3,740	54,540
01-41-1-130	Overtime		2,000	2,000
Professional Services				
01-41-2-200	Legal	Village Attorney Retainer Personnel & Labor Issues Other	52,000 6,000 5,000	63,000
01-41-2-210	Auditing & Reporting	Annual Audit OPEB Report GFOA Award Program	20,670 2,030 390	23,090
01-41-2-250	Information Technology	IT Support Website Support ERP Software Support	23,400 3,900 10,000	37,300
01-41-2-270	Banking Services		2,000	2,000
01-41-2-290	Other Professional Services	<i>(Was \$5,000)</i>	3,000	3,000
Other Services				
01-41-3-302	Equipment Maintenance		1,000	1,000
01-41-3-304	Building Maintenance	Village Hall HVAC Maintenance Courtyard/Flagpole Repair (\$4000) Other	2,000 - 4,000	6,000
01-41-3-310	Equipment Rental	Copier Postal Machine	5,500 520	6,020
01-41-3-320	Janitorial Service	Village Hall Cleaning	5,000	5,000
01-41-3-350	Notices	Legal and Personnel Annual Treasurer's Report	1,400 900	2,300

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
01-41-3-360	Printing	Village Newsletter Economic Development Vehicle Stickers Checks and Deposit Slips Other	5,700 800 2,500 800 1,500	11,300
01-41-3-370	Postage	Vehicle Sticker Applications Vehicle Sticker Reminders Village Newsletter Postal Permits Metered Mail	2,500 1,000 3,000 500 4,000	11,000
01-41-3-372	Telephone	Land Lines Mobile Phones Internet Access	3,240 600 1,320	5,160
01-41-3-390	Miscellaneous Services		2,000	2,000
Capital Outlay				
01-41-4-430	Office Equipment		3,000	3,000
Supplies				
01-41-5-504	Building & Landscape Materials		1,500	1,500
01-41-5-510	Food		1,000	1,000
01-41-5-520	Janitorial Supplies		320	320
01-41-5-540	Uniforms		500	500
01-41-5-560	Books & Maps		390	390
01-41-5-580	Office Supplies		5,000	5,000
Pension & Insurance				
01-41-6-600	Property & Liability Insurance	Risk Management Fund Allocation	3,940	3,940
01-41-6-610	Health & Life Insurance	IPBC EAP	73,950 100	74,050
01-41-6-620	FICA	Social Security Medicare	33,100 7,800	40,900
01-41-6-630	IMRF	Employer Contribution	43,500	43,500

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
Other Expenses				
01-41-7-700	Dues & Subscriptions	American Planning Association	510	
		American Payroll Association	200	
		Chamber of Commerce	160	
		CMAP	430	
		GFOA	160	
		ICLEI	470	
		ICMA	1,020	
		IGFOA	160	
		ILCMA	550	
		Illinois Municipal League	980	
		Metropolitan Mayors Caucus	480	
		Municipal Clerks	80	
		Proviso Municipal League	340	
		West Central Municipal Conference	11,700	
		West Suburban Chamber	2,580	
		Newspaper subscriptions	200	
		Other	200	20,220
01-41-7-705	Travel, Meals & Lodging	Village Board	1,560	
		Village Manager	1,560	
		Assistant Village Manager	780	
		Finance Director	780	
		Other	390	5,070
01-41-7-710	Training	Village Manager	2,340	
		Assistant Village Manager	1,950	
		Finance Director	1,950	
		Other Training	1,560	7,800
01-41-7-715	Employee Programs	Service Awards	100	
		Tuition Reimbursement	1,560	
		Employee Events	1,250	
		Holiday Gifts	250	3,160
01-41-7-720	Official Functions		3,000	3,000
01-41-7-730	Zoning Board of Appeals		4,000	4,000
01-41-7-740	Community Events		1,000	1,000
	Total Budget			\$ 929,520

POLICE DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
01-42-1-100	Sworn Full-Time Salaries	\$1,826,725	\$1,881,412	\$1,903,774	\$1,974,100	\$ 1,999,040	\$ 2,009,215
01-42-1-102	Administrative Salaries	294,889	111,107	103,972	99,020	112,490	106,320
01-42-1-112	Crossing Guard Wages	91,198	85,744	84,873	85,000	88,000	88,000
01-42-1-116	Auxiliary Officer Wages	9,812	4,792	4,273	8,000	10,000	8,000
01-42-1-130	Overtime Pay	49,362	40,111	41,318	52,000	40,000	47,500
01-42-1-132	Holiday Pay	71,310	64,986	60,504	72,500	72,500	70,000
01-42-1-134	Court Time Pay	13,571	17,545	15,705	16,000	21,000	18,000
01-42-1-136	Officer In Charge Pay	9,128	10,532	11,208	12,000	12,000	12,000
01-42-1-138	Detail Pay	1,522	-	16,669	15,000	1,000	20,000
Total Salaries & Wages		2,367,517	2,216,229	2,242,296	2,333,620	2,356,030	2,379,035
Professional Services							
01-42-2-200	Legal	25,861	25,776	22,800	27,000	30,000	28,000
01-42-2-250	Information Technology	16,667	3,677	6,635	14,500	14,500	21,600
01-42-2-285	Dispatch Services	6,352	221,808	235,374	240,000	247,000	205,000
01-42-2-290	Other Professional Services	5,607	6,028	4,754	36,000	8,600	21,200
Total Professional Services		54,487	257,291	269,563	317,500	300,100	275,800
Other Services							
01-42-3-300	Vehicle Maintenance	11,912	11,847	19,258	12,000	20,000	20,000
01-42-3-302	Equipment Maintenance	12,282	11,612	13,319	12,500	15,500	15,500
01-42-3-304	Building Maintenance	15,544	16,786	17,104	16,500	16,500	12,000
01-42-3-310	Equipment Rental	5,518	6,016	5,671	6,000	6,000	6,000
01-42-3-320	Janitorial Service	7,772	7,317	7,383	8,200	8,200	8,200
01-42-3-360	Printing	1,547	4,194	510	2,500	2,500	2,000
01-42-3-370	Postage	1,414	1,582	830	1,500	1,500	1,500
01-42-3-372	Telephone	12,503	70,011	77,050	70,000	77,700	12,700
01-42-3-390	Miscellaneous Services	3,961	3,044	1,231	3,500	3,500	3,500
Total Other Services		72,453	132,409	142,356	132,700	151,400	81,400
Capital Outlay							
01-42-4-430	Office Equipment	492	-	631	5,000	5,000	1,000
01-42-4-440	Other Equipment	-	4,219	-	13,000	-	-
Total Capital Outlay		492	4,219	631	18,000	5,000	1,000
Supplies							
01-42-5-500	Vehicle Parts & Supplies	14,893	13,982	10,965	13,000	13,000	13,000
01-42-5-502	Equipment Parts & Supplies	3,849	4,255	1,848	3,000	3,000	3,000
01-42-5-504	Building & Land Maintenance Materials	356	1,232	1,133	1,000	1,000	1,000
01-42-5-510	Food	147	143	181	500	500	500
01-42-5-512	Ammunition & Targets	857	1,051	1,275	1,900	1,500	2,500
01-42-5-520	Janitorial Supplies	1,505	701	956	1,000	1,000	1,000
01-42-5-540	Uniforms	17,574	14,468	14,521	18,000	14,000	28,000
01-42-5-550	Fuel	30,156	37,370	39,660	36,000	40,000	40,000
01-42-5-560	Books & Maps	468	676	292	900	300	900
01-42-5-580	Office Supplies	6,225	3,760	3,605	4,500	5,000	5,000
Total Supplies		76,030	77,838	74,436	79,800	79,300	94,900

POLICE DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
<i>Pension & Insurance</i>							
01-42-6-600	Property & Liability Insurance	64,412	115,042	108,590	89,760	89,760	88,845
01-42-6-610	Health & Life Insurance	388,282	376,981	370,990	380,340	380,340	387,255
01-42-6-620	FICA	57,192	43,562	43,629	45,800	47,300	47,100
01-42-6-630	IMRF	28,598	10,054	8,518	8,400	8,400	9,100
01-42-6-632	Police Pension	864,230	853,918	1,046,893	1,203,650	1,100,000	1,250,000
<i>Total Pension & Insurance</i>		1,402,712	1,399,557	1,578,620	1,727,850	1,625,800	1,782,300
<i>Other Expenses</i>							
01-42-7-700	Dues & Subscriptions	3,990	4,115	6,611	7,700	7,550	7,350
01-42-7-705	Travel, Meals & Lodging	-	456	3,085	2,400	2,800	2,800
01-42-7-710	Training	14,088	12,409	10,167	13,500	13,500	24,000
01-42-7-715	Employee Programs	2,920	2,912	4,774	6,250	6,250	3,775
01-42-7-758	Special Programs	3,859	7,869	5,846	14,000	6,500	18,000
<i>Total Other Expenses</i>		24,837	27,761	30,483	43,850	36,600	56,925
Total Expenditures: Police Department		\$ 3,998,528	\$ 4,115,304	\$ 4,338,385	\$ 4,653,320	\$ 4,554,230	\$ 4,671,360

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Police

Account Number	Description	Detail	Amount	Total
<u>Salaries & Wages</u>				
01-42-1-100	Sworn Full-Time Salaries	Chief Deputy Chief Commander Sergeants (4) Police Officers (14)	\$ 128,510 123,725 108,140 430,590 1,218,250	\$ 2,009,215
01-42-1-102	Administrative Salaries	Secretary Records Clerk	48,295 58,025	106,320
01-42-1-112	Crossing Guard Wages		88,000	88,000
01-42-1-116	Auxiliary Officer Wages		8,000	8,000
01-42-1-130	Overtime Pay		40,000	
		Prisoner Watch	7,500	47,500
01-42-1-132	Holiday Pay		70,000	70,000
01-42-1-134	Court Time Pay		18,000	18,000
01-42-1-136	Officer In Charge Pay		12,000	12,000
01-42-1-138	Detail Pay	Reimbursed by Event Organization	20,000	20,000
<u>Professional Services</u>				
01-42-2-200	Legal	Village Prosecutor Other	23,000 5,000	28,000
01-42-2-250	Information Technology	IT Support CJIS MSI Ticket Software-E-Ticketing Pace Scheduling Software	7,000 2,500 10,000 2,100	21,600
01-42-2-285	Dispatch Services	LTACC Annual Contribution Other	200,000 5,000	205,000
01-42-2-290	Other Professional Services	Pension Actuary Social Worker Contract Promotional/Entry Level Testing Lexipol	3,200 2,500 5,000 10,500	21,200
<u>Other Services</u>				
01-42-3-300	Vehicle Maintenance		20,000	20,000
01-42-3-302	Equipment Maintenance	Cook County Livescan Maintenance Other-Radar Recerts-MA Agreements	2,500 13,000	15,500
01-42-3-304	Building Maintenance	Village Hall HVAC Maintenance Cell Repairs (Was \$7,500) Other	8,000 3,000 1,000	12,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Police

Account Number	Description	Detail	Amount	Total
01-42-3-310	Equipment Rental	Copier Lease Other	4,500 1,500	6,000
01-42-3-320	Janitorial Service	Janitorial Service Cell Cleaning	7,100 1,100	8,200
01-42-3-360	Printing	Citation Printing Report Forms, Case Folders Business Cards	1,000 500 500	2,000
01-42-3-370	Postage		1,500	1,500
01-42-3-372	Telephone	Land Lines Mobile Phones & Tablets	6,600 6,100	12,700
01-42-3-390	Miscellaneous Services	Kennel/Vet Fees Newspaper Ads/Legal Notices Medical Examiner Transports Towing Fees	1,500 500 1,000 500	3,500
<u>Capital Outlay</u>				
01-42-4-430	Office Equipment	Replace Desk & Chairs (Was \$5,000)	1,000	1,000
01-42-4-440	Other Equipment		-	-
<u>Supplies</u>				
01-42-5-500	Vehicle Parts & Supplies	Parts and Supplies for Police Fleet	13,000	13,000
01-42-5-502	Equipment Parts & Supplies	Police Parts and Supplies Fitness Center	2,500 500	3,000
01-42-5-504	Building & Landscape Materials	Parking Lot Maintenance Miscellaneous Light Bulbs, etc.	400 600	1,000
01-42-5-510	Food		500	500
01-42-5-512	Ammunition & Targets	Firearms Supplies	2,500	2,500
01-42-5-520	Janitorial Supplies	Miscellaneous Cleaning Supplies	1,000	1,000
01-42-5-540	Uniforms	Quartermaster Program Body Armor Replacement (Partially offset by grant funding)	21,000 7,000	28,000
01-42-5-550	Fuel		40,000	40,000
01-42-5-560	Books & Maps	Criminal Code Updates Uniform Complaint Manuals	450 450	900
01-42-5-580	Office Supplies		5,000	5,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Police

Account Number	Description	Detail	Amount	Total
<u>Pension & Insurance</u>				
01-42-6-600	Property & Liability Insurance	Risk Management Fund Allocation	88,845	88,845
01-42-6-610	Health & Life Insurance	IPBC EAP	386,745 510	387,255
01-426-620	FICA	Social Security Medicare	12,600 34,500	47,100
01-42-6-630	IMRF	Employer Contribution	9,100	9,100
01-42-6-632	Police Pension	Village Contribution	1,250,000	1,250,000
<u>Other Expenses</u>				
01-42-7-700	Dues & Subscriptions	West Suburban Investigate Task Force N.I.P.A.S. Illinois Assn. of Chiefs of Police West Suburban Juvenile Officers Intl. Assn. of Chiefs of Police Other	2,500 3,000 500 100 1,000 250	7,350
01-42-7-705	Travel, Meals & Lodging	Intl. Assn. of Chiefs of Police Other	1,800 1,000	2,800
01-42-7-710	Training	Academy (2 New Officers) Basic Law Enforcement N.E.M.R.T. Annual Fees In-Service Training Days N.I.P.A.S. Firing Range Rental Fees Intl. Assn. of Chiefs of Police Miscellaneous	10,000 5,500 2,500 2,000 1,500 1,000 1,000 500	24,000
01-42-7-715	Employee Programs	Service Awards Tuition Reimbursement Holiday Gifts	275 2,000 1,500	3,775
01-42-7-756	Special Programs (Partially supported with donations and contributions)	National Night Out Adopt A Cop Supplies Shop With A Cop Crime Prevention Materials	15,000 2,000 1,000 1,000	19,000
	Total Budget			\$ 4,671,360

FIRE DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
01-43-1-100	Full-Time Salaries	\$ 93,288	\$ 94,112	\$ 96,384	\$ 108,385	\$ 108,205	\$ 111,625
01-43-1-110	Part-Time Wages	208,296	235,187	239,878	250,000	232,200	238,676
01-43-1-114	EMT Wages	123,347	123,135	134,398	120,000	135,000	145,450
01-43-1-140	Mutual Aid Pay	48,442	55,376	77,699	77,778	52,000	60,000
01-43-1-142	Training Pay	70,963	67,705	101,868	110,000	100,800	102,900
01-43-1-144	Fire Prevention Pay	19,486	20,926	16,378	30,000	40,000	40,000
Total Salaries & Wages		583,822	596,441	666,605	696,163	668,205	698,651
Professional Services							
01-43-2-218	Ambulance Billing	30,177	31,731	30,441	30,200	30,200	30,200
01-43-2-250	Information Technology	8,027	5,018	7,410	10,975	10,975	10,950
01-43-2-260	Occupational Health	14,447	11,440	15,636	19,000	19,000	19,000
01-43-2-285	Dispatch Services	16,667	220,500	236,504	243,310	243,310	201,310
Total Professional Services		69,318	268,689	289,991	303,485	303,485	260,460
Services							
01-43-3-300	Vehicle Maintenance	29,787	35,710	30,954	24,900	24,900	21,400
01-43-3-302	Equipment Maintenance	11,879	11,084	8,272	12,740	12,740	12,020
01-43-3-304	Building Maintenance	23,788	25,284	20,486	13,270	13,270	11,720
01-43-3-310	Equipment Rental	62	1,203	79	350	100	100
01-43-3-320	Janitorial Service	1,210	1,210	1,210	3,000	1,200	1,200
01-43-3-360	Printing	193	646	934	1,000	2,000	2,000
01-43-3-370	Postage	460	411	371	250	250	250
01-43-3-372	Telephone	7,338	10,127	10,853	9,500	10,370	10,370
01-43-3-382	Paramedic Service	523,734	523,734	532,862	542,230	542,230	527,725
01-43-3-390	Miscellaneous Services	691	956	3,903	1,000	1,000	1,000
Total Services		599,140	610,365	608,724	608,240	608,060	587,785
Capital Outlay							
01-43-4-430	Office Equipment	1,268	4,402	366	1,000	1,000	1,000
01-43-4-440	Other Equipment	19,992	7,985	20,963	28,525	27,100	20,900
Total Capital Outlay		21,260	12,387	21,329	29,525	28,100	21,900
Supplies							
01-43-5-500	Vehicle Parts & Supplies	9,348	15,439	9,469	6,000	6,000	6,000
01-43-5-502	Equipment Parts & Supplies	4,996	8,146	4,078	10,200	8,210	8,210
01-43-5-504	Building & Landscape Materials	2,089	2,112	1,953	3,500	3,500	2,000
01-43-5-520	Janitorial Supplies	488	867	1,100	1,000	1,000	1,000
01-43-5-540	Uniforms	4,263	3,823	3,950	4,000	5,000	5,000
01-43-5-550	Fuel	13,209	14,817	17,061	18,000	18,000	18,000
01-43-5-560	Books & Maps	1,517	1,312	1,795	3,700	3,700	3,500
01-43-5-580	Office Supplies	1,800	1,499	1,172	4,000	4,000	4,000
01-43-5-582	Medical Supplies	4,448	5,372	5,640	9,000	9,000	9,000
Total Supplies		42,158	53,387	46,218	59,400	58,410	56,710

FIRE DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
<i>Pension & Insurance</i>							
01-43-6-600	Property & Liability Insurance	29,003	44,733	25,150	24,480	24,480	26,350
01-43-6-610	Health & Life Insurance	13,059	12,770	12,573	15,310	15,310	15,575
01-43-6-612	Accident Insurance	1,188	1,188	1,188	1,200	1,200	1,200
01-43-6-620	FICA	34,957	36,129	43,028	53,300	51,200	53,600
01-43-6-630	IMRF	15,537	15,843	13,949	12,200	12,200	14,800
01-43-6-640	Unemployment	-	-	2,508	-	-	-
Total Pension & Insurance		93,744	110,663	98,396	106,490	104,390	111,525
<i>Other Expenses</i>							
01-43-7-700	Dues & Subscriptions	8,821	7,946	11,021	12,060	12,060	13,560
01-43-7-705	Travel, Meals & Lodging	-	3,321	1,091	4,800	4,800	4,800
01-43-7-710	Training	6,736	2,822	40,484	39,110	39,110	42,110
01-43-7-715	Employee Programs	3,246	3,623	5,536	3,000	3,000	2,875
Total Other Expenses		18,803	17,712	58,132	58,970	58,970	63,345
Total Expenditures: Fire Department		\$ 1,408,245	\$ 1,869,644	\$ 1,790,395	\$ 1,862,273	\$ 1,829,620	\$ 1,800,376

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Fire

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
01-43-1-100	Full-Time Salaries	Director of Fire & Building (66%) Building & Fire Specialist (30%)	\$ 91,795 19,830	\$ 111,625
01-43-1-110	Part-Time Wages	POC Fire Response POC Duty Officer Standby Admin - EMS (DC, PM Coord) Admin - Operations (DC) Admin - Payroll, General Admin - Safety Committee Admin - Misc. EMA Support Admin - Misc. Captain Duties Admin - Misc. Lieutenant Duties Admin - Misc. Special Duties Hose Testing SCBA Maintenance Vehicle Maintenance LTACC Support (320 hrs - \$22 hr)	110,160 30,600 22,440 31,620 1,500 500 3,500 9,000 9,000 8,000 4,500 816 2,040 5,000	238,676
01-43-1-114	EMT Wages	POC EMS Standby & Response Continuing Education Community CPR New Hire Training (9)	100,000 22,000 1,200 22,250	145,450
01-43-1-140	Mutual Aid Pay	Automatic-Aid & Mutual-Aid	60,000	60,000
01-43-1-142	Training Pay	Weekly Training Training Administration Instructors Specialty Team Continuing Ed State Certification Courses Fire Officer Courses MABAS Division 10 & Misc. Classes NIMS Compliance Candidate Training	45,000 11,500 1,000 2,800 11,500 6,000 2,000 1,500 21,600	102,900
01-43-1-144	Fire Prevention Pay	Part-time Fire Inspectors Inspections, Plan Reviews, Meetings, Evacuation Planning, Fire Drills Open Houses Block Parties Misc. Public Education Events	31,400 1,100 3,500 1,500 2,500	40,000
Professional Services				
01-43-2-218	Ambulance Billing	Contracted Billing Service	30,200	30,200

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Fire

Account Number	Description	Detail	Amount	Total		
01-43-2-250	Information Technology	IT Support	4,000			
		Meraki Annual Licenses	550			
		Software/Program Upgrades	2,200			
		Fire Software Maintenance	2,200			
		Medical Software Maintenance	2,000	10,950		
01-43-2-260	Occupational Health	New Hire Physicals (6)	3,000			
		Existing Personnel Physicals	15,000	18,000		
01-43-2-285	Dispatch Services	LTACC Operating Contribution	200,000			
		Dispatches	1,310	201,310		
Services						
01-43-3-300	Vehicle Maintenance	Ambulance Safety Lane	200			
		CHF 1201 - PM / Misc.	500			
		DO 1218 - PM / Misc.	800			
		FP 1228 - PM / Misc.	500			
		AMB 1214 - PM / Misc.	800			
		AMB 1215 - PM / Misc.	3,000			
		ENG 1211 - PM / Misc.	2,000			
		ENG 1211 - Pump Service Test	600			
		ENG 1221 - PM / Misc.	2,500			
		ENG 1221 - Pump Service Test	600			
		ENG 1222 - PM / Misc.	2,000			
		ENG 1222 - Pump Service Test	600			
		TRK 1219 - PM / Misc.	2,500			
		TRK 1219 - Pump Service Test	600			
		TRK 1219 - UL Aerial Testing	1,400			
		Soap, Wax	300			
		Repairs - Lighting, Sirens, Etc.	1,500			
		Miscellaneous	1,000	21,400		
		01-43-3-302	Equipment Maintenance	SCBA Flow Testing	2,300	
				SCBA Repairs	1,200	
Cylinder Hydrostatic Testing	500					
Base Radio Maintenance	900					
Rescue System Contract	950					
Rescue System Repair	600					
Air Bag System Maintenance	-					
Cardiac Monitors Maint. Contract	1,800					
Stretcher Maintenance Contract	750					
SCBA Compressor Maintenance	680					
SCBA Quarterly Air Test	340					
Ground Ladder Testing (Bi-Annual)	-					
Radio Repair, Pager Repair, Computer Repairs & Maint., Saw, Hose, Misc. Tool Repair	2,000			12,020		

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Fire

Account Number	Description	Detail	Amount	Total
01-43-3-304	Building Maintenance	Village Hall HVAC Maintenance	2,500	
		Elevator Testing	120	
		Fire Extinguisher Maintenance	200	
		Stations Carpet Cleaning	1,000	
		Station 1 Rear Overhead Doors (Was \$15,000)		
		Station 1 Sewer Vacuum	1,500	
		Station 1 Floor Runners	1,200	
		Station 2 Roof Annual Maintenance	1,400	
		Station 1/VH Electronic Lock LL	1,800	
		Other	2,000	11,720
		01-43-3-310	Equipment Rental	Copier
01-43-3-320	Janitorial Service		1,200	1,200
01-43-3-360	Printing	EMS, HIPAA, Misc.	1,000	
		Business Cards, Forms, Occupancy	1,000	2,000
01-43-3-370	Postage		250	250
01-43-3-372	Telephone	Land Lines	950	
		Mobile Phones & Air Cards	8,100	
		Internet Access	1,320	10,370
01-43-3-382	Paramedic Service	Contract (Six Shift PM/Firefighters)	527,725	527,725
01-43-3-390	Miscellaneous Services		1,000	1,000
<u>Capital Outlay</u>				
01-43-4-430	Office Equipment		1,000	1,000
01-43-4-440	Other Equipment	Pager Annual Replacement Program	2,100	
		Child Rescue Dummy	800	
		Turnout Gear	15,000	
		Hose Replacement Program	-	
		Apparatus - Misc. Small Tools	3,000	20,900
<u>Supplies</u>				
01-43-5-500	Vehicle Parts & Supplies		6,000	6,000
01-43-5-502	Equipment Parts & Supplies	Community CPR Program	1,250	
		SCBA Parts	1,000	
		Training Props & Supplies	1,000	
		Helmets	1,280	
		Boots	800	
		Gloves	900	
		Hoods	480	
		Batteries	1,500	8,210
01-43-5-504	Building and Landscape Materials	HVAC Parts, Building Bulbs, etc.	2,000	
		Station 2 Storage Shed (Was \$1,500)	-	2,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Fire

Account Number	Description	Detail	Amount	Total
01-43-5-520	Janitorial Supplies		1,000	1,000
01-43-5-540	Uniforms	POC New & Replacements, Chief Uniform Allowance, Misc. Patches, etc.	5,000	5,000
01-43-5-550	Fuel		18,000	18,000
01-43-5-560	Books & Maps	Code Books & Training Manuals Public Education Supplies	1,500 2,000	3,500
01-43-5-580	Office Supplies		4,000	4,000
01-43-5-582	Medical Supplies	Oxygen (ambes, apparatus, police) Other	2,000 7,000	9,000
<u>Pension & Insurance</u>				
01-43-6-600	Property & Liability Insurance	Risk Management Fund Allocation	26,350	26,350
01-43-6-610	Health & Life Insurance	IPBC EAP	14,955 620	15,575
01-43-6-612	Accident Insurance	POC Firefighter Coverage	1,200	1,200
01-43-6-620	FICA	Social Security Medicare	43,400 10,200	53,600
01-43-6-630	IMRF	Employer Contribution	14,800	14,800
<u>Other Expenses</u>				
01-43-7-700	Dues & Subscriptions	MABAS MABAS 10 Haz-Mat MABAS 10 Tech-Rescue Burn Traller (Salt Creek Cooperative) IDPH Amb & Personnel Licenses NFPA IL Fire Chiefs Metro Chiefs International Chiefs NAEMT ILEMT Fire Service Instructors NFPA Code Subscriptions IL Fire Inspectors	4,750 1,000 3,000 1,000 700 350 325 50 325 50 50 150 1,700 110	13,560
01-43-7-705	Travel, Meals & Lodging		4,800	4,800

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Fire

Account Number	Description	Detail	Amount	Total
01-43-7-710	Training	Investigator Continuing Education	250	
		Technical Rescue Continuing Ed	500	
		Haz-Mat Continuing Ed	480	
		FF State Certification Courses	2,700	
		Haz-Mat Technician (2)	1,900	
		Fire Officer Courses	2,700	
		Fire College Tuition	1,350	
		EMT Tuition (5)	7,500	
		Outside Instructors	500	
		Miscellaneous Course Tuition	500	
		Basic Academy (6 new persons)	18,000	
		Basic FF Additional	1,200	
		FDIC (Training / Misc. Personnel)	1,200	
		IFCA, Etc. (Misc. Personnel)	125	
		Tyler Technologies (1)	1,900	
				42,110
01-43-7-715	Employee Programs	Service Awards	375	
		Tuition Reimbursement	1,000	
		Holiday Gifts	1,500	
				2,875
	Total Budget			\$ 1,800,376

PUBLIC WORKS
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
01-44-1-100	Full-time Salaries	\$437,297	\$449,198	\$487,631	\$394,575	\$ 413,390	\$ 410,855
01-44-1-120	Part-time Wages	47,560	34,234	36,665	35,000	48,400	46,005
01-44-1-130	Overtime	28,378	36,715	43,075	47,940	47,940	48,000
Total Salaries & Wages		513,235	520,147	547,371	477,515	509,730	504,860
Professional Services							
01-44-2-250	Information Technology	1,610	1,458	878	3,000	3,000	8,000
Total Professional Services		1,610	1,458	878	3,000	3,000	8,000
Services							
01-44-3-300	Vehicle Maintenance	30,183	32,761	21,680	37,000	30,000	30,000
01-44-3-302	Equipment Maintenance	4,187	1,127	2,388	5,000	5,000	5,000
01-44-3-304	Building Maintenance	1,507	13,654	6,293	6,500	9,400	9,400
01-44-3-306	Street Light & Traffic Signal Maint	7,105	6,410	-	-	-	-
01-44-3-310	Equipment Rental	1,356	9,049	4,178	4,200	2,000	3,500
01-44-3-320	Janitorial Service	1,622	281	-	2,640	1,600	2,700
01-44-3-322	Tree Maintenance	192,877	129,807	153,796	128,450	125,000	95,000
01-44-3-324	Refuse Collection & Disposal	42,379	29,135	34,617	44,000	44,000	43,300
01-44-3-326	Landscaping	14,459	8,781	17,428	20,000	22,000	22,000
01-44-3-342	Sidewalks	1,982	-	40,650	39,100	40,000	-
01-44-3-345	Crack Sealing	-	20,156	16,852	-	15,000	-
01-44-3-372	Telephone	4,564	4,382	4,395	3,830	4,690	3,860
01-44-3-380	Laundry Service	5,887	6,876	7,859	6,000	6,000	6,000
01-44-3-390	Miscellaneous Services	4,644	3,802	9,020	3,600	3,500	3,500
Total Services		312,652	266,221	319,156	300,320	308,090	224,260
Capital Outlay							
01-44-4-430	Office Equipment	87	552	334	2,100	1,500	1,000
01-44-4-440	Other Equipment	16,631	5,053	6,025	6,200	5,500	1,000
Total Capital Outlay		16,718	5,605	6,359	8,300	7,000	2,000
Supplies							
01-44-5-500	Vehicle Parts & Supplies	21,190	25,439	21,242	20,000	15,000	15,000
01-44-5-502	Equipment Parts & Supplies	5,224	4,089	2,071	3,000	6,000	6,000
01-44-5-504	Building & Landscape Materials	4,018	12,512	11,253	7,000	7,000	7,000
01-44-5-520	Janitorial Supplies	550	2,455	1,969	1,200	1,200	1,200
01-44-5-530	Chemicals	-	-	143	1,000	1,000	1,000
01-44-5-532	Road Salt	-	782	-	-	-	-
01-44-5-540	Uniforms	3,769	2,894	4,139	4,000	4,000	4,600
01-44-5-550	Fuel	20,032	23,184	26,600	26,000	30,000	28,000
01-44-5-570	Small Tools	2,294	1,860	776	1,500	1,500	1,500
01-44-5-572	Traffic Control Supplies	3,261	3,326	5,096	4,000	4,000	4,000
01-44-5-580	Office Supplies	1,754	2,780	1,747	1,500	1,500	1,500
Total Supplies		62,092	79,321	75,036	69,200	71,200	69,800
Pension & Insurance							
01-44-6-600	Property & Liability Insurance	81,214	123,801	36,920	28,060	28,060	29,950
01-44-6-610	Health & Life Insurance	100,722	95,769	103,810	97,850	97,850	105,265
01-44-6-620	FICA	39,197	39,652	41,740	36,500	39,300	39,000
01-44-6-630	IMRF	46,671	45,748	43,023	31,500	35,000	40,300
01-44-6-640	Unemployment	932	-	-	-	-	-
Total Pension & Insurance		268,736	304,960	225,493	193,910	200,210	214,515

PUBLIC WORKS
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
<i>Other Expenses</i>							
01-44-7-700	Dues & Subscriptions	1,045	1,097	1,587	1,500	1,500	1,500
01-44-7-705	Travel, Meals & Lodging	-	53	216	3,000	3,000	3,000
01-44-7-710	Training	3,080	279	1,911	2,300	2,300	3,300
01-44-7-715	Employee Programs	238	370	512	1,000	1,500	1,750
<i>Total Other Expenses</i>		4,363	1,799	4,226	7,800	8,300	9,550
Total Expenditures: Public Works Department		\$ 1,179,406	\$ 1,179,511	\$ 1,178,519	\$ 1,060,045	\$ 1,107,530	\$ 1,032,985

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Public Works

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
01-44-1-100	Full-Time Salaries	Public Works Director (60%) Foreman (60%) Water Operator (60%) Mechanic (60%) 5 Maintenance Workers (60%)	\$ 76,990 49,905 49,905 47,400 186,655	410,855
01-44-1-120	Part-Time Wages	Executive Secretary (60%) 4 Seasonal Maint Worker (60%) Seasonal Winter Plow	23,025 14,980 8,000	46,005
01-44-1-130	Overtime Pay	Includes Snow Operations	48,000	48,000
Professional Services				
01-44-2-250	Information Technology	IT Support Asset Management (GIS)	3,000 5,000	8,000
Services				
01-44-3-300	Vehicle Maintenance	Contracted Repairs to PW Vehicles	30,000	30,000
01-44-3-302	Equipment Maintenance	Two-Way Eqpt., Trailers, Backhoe Loader, Annual Maint., Copler	5,000	5,000
01-44-3-304	Building Maintenance	Pest Control, HVAC, Lighting, Garage Doors, Extinguishers, Access System	9,400	9,400
01-44-3-310	Equipment Rental	Propane Tank Rentals Equipment Rental Barricades	500 1,500 1,500	3,500
01-44-3-320	Janitorial Service	PW Facility Cleaning	2,700	2,700
01-44-3-322	Tree Maintenance	Tree Removal (Was \$30,000) Stump Removal & Restoration Emergency Tree Trimming Tree Trimming Program Tree Planting (Was \$25,000 Moved to MFT)	20,000 10,000 10,000 55,000	95,000
01-44-3-324	Refuse Collection & Disposal	Leaf Removal - Hauling Storage Lease Agreement Dumpsters	40,000 2,800 500	43,300
01-44-3-326	Landscaping	Landscape Contract Tub Grinding Brush	15,000 7,000	22,000
01-44-3-342	Sidewalks	Sidewalk Grinding (Was \$20,000 Moved to MFT) Annual Sidewalk Program (Was \$20,000) (\$24,500 In MFT Fund)		-

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Public Works

Account Number	Description	Detail	Amount	Total
01-44-3-345	Crack Sealing	Annual Program (Was \$15,000) (\$24,500 in MFT Fund)		-
01-44-3-372	Telephone	Land Lines Mobile Phones Internet Access	1,210 2,150 500	3,860
01-44-3-380	Laundry Service	Uniform Cleaning	6,000	6,000
01-44-3-390	Miscellaneous Services	Weather Forecasting Pre-Employment, DOT Tests	2,500 1,000	3,500
Capital Outlay				
01-44-4-430	Office Equipment	(Was \$6,000)	1,000	1,000
01-44-4-440	Other Equipment	Other	1,000	1,000
Supplies				
01-44-5-500	Vehicle Parts & Supplies	Tires, Filters, Oil, Wipers, Belts, Fluids	15,000	15,000
01-44-5-502	Equipment Parts		6,000	6,000
01-44-5-504	Building and Landscape Materials	Landscape Materials (Poet's) Landscape Materials (31st Street) Building Supplies Holiday Decorations	2,000 2,000 2,000 1,000	7,000
01-44-5-520	Janitorial Supplies		1,200	1,200
01-44-5-530	Chemicals		1,000	1,000
01-44-5-540	Uniforms	Boots Outerwear Safety Equipment, Vests, Ear Protection	1,300 1,300 2,000	4,600
01-44-5-550	Fuel		28,000	28,000
01-44-5-570	Small Tools		1,500	1,500
01-44-5-572	Traffic Control Supplies		4,000	4,000
01-44-5-580	Office Supplies		1,500	1,500
Pension & Insurance				
01-44-6-600	Property & Liability Insurance	Risk Management Fund Allocation	29,950	29,950
01-44-6-610	Health & Life Insurance	IPBC	9,285	

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Public Works

Account Number	Description	Detail	Amount	Total
		MOE	95,880	
		EAP	100	105,265
01-44-6-620	FICA	Social Security	31,600	
		Medicare	7,400	39,000
01-44-6-630	IMRF	Employer Contribution	40,300	40,300
<u>Other Expenses</u>				
01-44-7-700	Dues & Subscriptions	AWWA	220	
		APWA	120	
		Consortium	500	
		Miscellaneous	660	1,500
01-44-7-705	Travel, Meals & Lodging	IPSI	1,500	
		PWX (50% Water Fund)	1,500	3,000
01-44-7-710	Training	IPSI	350	
		PWX	450	
		150 Training (50% Water) 2 Staff	1,000	
		Employee Safety Training	1,500	3,300
01-44-7-715	Employee Programs	Service Awards	300	
		Tuition Reimbursement	1,200	
		Holiday Gifts	250	1,750
	Total Budget			\$ 1,032,985

BUILDING DEPARTMENT
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
01-45-1-100	Full-time Salaries	\$89,600	\$161,423	\$158,933	\$171,105	\$ 170,770	\$ 178,900
01-45-1-130	Overtime	21	-	293	-	-	-
Total Salaries & Wages		89,621	151,423	159,226	171,105	170,770	178,900
Professional Services							
01-45-2-200	Legal Fees	74	-	-	500	500	500
01-45-2-230	Plan Review & Inspections	178,929	67,358	69,411	53,000	69,900	50,000
01-45-2-250	Information Technology	1,749	904	1,428	3,500	3,500	3,500
01-45-2-290	Other Professional Services	-	9,600	11,520	23,000	33,000	23,000
Total Professional Services		180,752	77,862	72,357	80,000	106,900	77,000
Other Services							
01-45-3-300	Vehicle Maintenance	140	-	722	1,000	1,000	1,000
01-45-3-302	Equipment Maintenance	194	328	555	500	500	500
01-45-3-304	Building Maintenance	650	1,327	1,165	2,000	2,000	1,500
01-45-3-310	Equipment Rental	157	214	480	900	150	1,280
01-45-3-320	Janitorial Service	756	758	756	750	750	750
01-45-3-360	Printing	531	1,038	-	800	1,500	1,500
01-45-3-370	Postage	516	533	324	320	320	320
01-45-3-372	Telephone	3,922	3,830	3,782	4,000	3,500	4,000
01-45-3-390	Miscellaneous Services	2,183	423	401	1,000	2,000	2,000
Total Other Services		9,049	8,449	8,165	11,270	11,720	12,830
Capital Outlay							
01-45-4-430	Office Equipment	331	-	213	500	500	2,000
01-45-4-440	Other Equipment	202	-	-	-	-	-
Total Capital Outlay		533	-	213	500	500	2,000
Supplies							
01-45-5-500	Vehicle Parts & Supplies	530	267	945	1,400	500	500
01-45-5-504	Building & Landscape Materials	78	74	100	100	100	100
01-45-5-520	Janitorial Supplies	65	34	45	200	200	200
01-45-5-540	Uniforms	120	-	-	400	800	800
01-45-5-550	Fuel	592	1,141	1,189	1,000	1,000	1,000
01-45-5-560	Books & Maps	-	-	-	2,200	2,200	2,200
01-45-5-580	Office Supplies	437	406	128	500	1,000	1,000
Total Supplies		1,822	1,922	2,387	5,600	5,600	5,600
Pension & Insurance							
01-45-6-600	Property & Liability Insurance	1,577	2,920	2,270	2,270	1,270	1,745
01-45-6-610	Health & Life Insurance	23,468	27,158	26,718	26,790	28,310	28,925
01-45-6-620	FICA	6,715	11,164	11,600	13,100	13,100	13,700
01-45-6-630	IMRF	8,283	13,719	12,990	11,270	12,400	15,000
Total Pension & Insurance		40,043	54,961	53,578	53,430	55,080	59,270
Other Expenses							
01-45-7-700	Dues & Subscriptions	135	210	210	550	550	550
01-45-7-705	Travel, Meals & Lodging	-	-	-	1,000	1,000	1,000
01-45-7-710	Training	36	-	400	1,000	1,000	1,000
01-45-7-715	Employee Programs	29	28	32	70	50	200
Total Other Expenses		200	238	642	2,620	2,600	2,750
Total Expenditures: Building Department		\$ 322,020	\$ 294,855	\$ 296,568	\$ 324,725	\$ 353,170	\$ 339,350

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Building

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
01-45-1-100	Full-Time Salaries	Director of Fire & Building (30%) Building & Fire Specialist (56%) Building Official (100%)	\$ 41,310 37,020 100,570	\$ 178,900
Professional Services				
01-45-2-200	Legal	Review of Building Code Issues	500	500
01-45-2-230	Plan Review & Inspections	Contract Plan Review (Was \$20,000) Contract Plumbing (Was \$10,000) Elevator Inspections Engineering (Was \$3,000) Fire Safety Plan Review Health Inspections	15,000 8,000 5,500 10,000 4,000 7,500	50,000
01-45-2-250	Information Technology	IT Support Permit Software Maintenance	2,500 1,000	3,500
01-45-2-290	Other Professional Services	Contracted Code Enforcement (Was \$30,000)	23,000	23,000
Other Services				
01-45-3-300	Vehicle Maintenance		1,000	1,000
01-45-3-302	Equipment Maintenance	Radio Maintenance	500	500
01-45-3-304	Building Maintenance	Village Hall HVAC Maintenance Other	500 1,000	1,500
01-45-3-310	Equipment Rental	Copier Floor Mats	900 380	1,280
01-45-3-320	Janitorial Service		750	750
01-45-3-360	Printing	Business Cards, Inspection Reports, Permit Applications	1,500	1,500
01-45-3-370	Postage		320	320
01-45-3-372	Telephone	Land Lines Mobile Phones	3,000 1,000	4,000
01-45-3-390	Miscellaneous Services		2,000	2,000
Capital Outlay				
01-45-4-430	Office Equipment		2,000	2,000
Supplies				
01-45-5-500	Vehicle Parts & Supplies		500	500
01-45-5-504	Building and Landscape Materials		100	100

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: General

Department: Building

Account Number	Description	Detail	Amount	Total
01-45-5-520	Janitorial Supplies		200	200
01-45-5-540	Uniforms		600	600
01-45-5-550	Fuel		1,000	1,000
01-45-5-560	Books & Maps	Code Books, Technical Manuals, etc.	2,200	2,200
01-45-5-580	Office Supplies		1,000	1,000
<u>Pension & Insurance</u>				
01-45-6-600	Property & Liability Insurance	Risk Management Fund Allocation	1,745	1,745
01-45-6-610	Health & Life Insurance	IPBC EAP	28,775 50	28,825
01-45-6-620	FICA	Social Security Medicare	11,100 2,600	13,700
01-45-6-630	IMRF	Employer Contribution	15,000	15,000
<u>Other Expenses</u>				
01-45-7-700	Dues & Subscriptions	ICC & BOCA Membership, SBOC Membership, ASPA	550	550
01-45-7-705	Travel, Meals & Lodging		1,000	1,000
01-45-7-710	Training	SBOC Training, U of W, Misc.	1,000	1,000
01-45-7-715	Employee Programs	Service Awards Tuition Reimbursement Holiday Gifts	150 - 50	200
	Total Budget			\$ 338,350

WATER FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

Account Number	Description	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Projected FY 2019/20	Budget FY 2019/20	Budget FY 2020/21
Charges For Services							
03-50-5-520	Water Sales	3,192,983	3,184,831	3,931,830	4,387,000	4,387,000	4,350,000
03-50-5-530	Meter Sales & Service	8,871	12,709	18,551	10,000	10,000	10,000
Total Charges For Services		3,201,834	3,197,340	3,950,381	4,397,000	4,397,000	4,360,000
Miscellaneous Revenues							
03-50-7-700	Interest on Investments	11,782	15,222	41,938	45,000	18,000	14,000
03-50-7-710	Property Damage Reimbursements	43	-	4,450	-	-	-
03-50-7-750	Sale of Village Property	-	-	7,720	-	-	-
03-50-7-790	Miscellaneous Revenue	31,581	2,728	7,041	850	-	-
Total Miscellaneous Revenues		43,406	17,950	61,149	45,850	18,000	14,000
Total Revenues		\$ 3,245,240	\$ 3,215,290	\$ 4,011,530	\$ 4,442,850	\$ 4,415,000	\$ 4,374,000
Expenditures							
	Salaries & Wages	\$ 286,327	\$ 280,171	\$ 284,195	\$ 340,745	\$ 358,285	\$ 360,805
	Professional Services	56,314	30,087	104,984	384,442	373,040	329,640
	Other Services	184,179	207,447	249,485	242,250	247,850	258,470
	Supplies	1,948,417	1,944,952	2,133,444	2,123,880	2,137,140	2,166,550
	Pension & Insurance	119,846	152,584	138,775	137,360	141,570	145,295
	Other Expenses	6,810	6,207	8,030	11,580	10,280	11,745
Operating Expenditures		2,579,493	2,621,448	2,918,913	3,240,257	3,268,145	3,272,305
	Capital Outlay	688,841	672,944	479,367	901,200	1,414,700	1,734,560
	Transfer to Risk Management Fund	-	117,352	-	-	-	-
Total Expenditures		\$ 3,268,134	\$ 3,411,744	\$ 3,398,280	\$ 4,141,457	\$ 4,680,845	\$ 5,006,865
Fund Balance Increase/(Decrease)		\$ (22,894)	\$ (196,454)	\$ 613,250	\$ 301,393	\$ (265,845)	\$ (632,865)
Beginning Fund Balance¹		2,955,067	2,932,173	2,735,719	3,254,948	3,254,948	3,556,341
	GASB 75 Restatement			(94,021)			
Ending Fund Balance¹		2,932,173	2,735,719	3,254,948	3,556,341	2,989,103	2,923,476
Adjustment to Available Cash²		(911,825)	(743,978)	(840,787)	(840,787)	(840,787)	(840,787)
Available Cash at Fiscal Year End		\$ 2,020,348	\$ 1,991,741	\$ 2,414,161	\$ 2,715,554	\$ 2,148,316	\$ 2,082,689

1. Net position excluding investment in capital assets.
 2. Includes receivables and deposits as of year end.

WATER FUND ADMINISTRATION
VILLAGE OF LA GRANGE PARK
Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
03-41-1-100	Full-time Salaries	\$ 79,501	\$ 81,154	\$ 84,639	\$ 80,715	\$ 80,365	\$ 75,905
03-41-1-110	Part-time Wages	1,758	3,077	1,714	10,810	10,910	19,755
03-41-1-130	Overtime	84	74	-	500	100	500
03-41-1-900	Compensated Absences	918	227	(167)	-	-	-
Total Salaries & Wages		82,241	84,532	86,186	92,025	91,375	96,160
Professional Services							
03-41-2-200	Legal	2,880	4,540	2,880	3,380	3,380	3,380
03-41-2-210	Auditing & Reporting	2,460	3,124	3,082	3,580	3,580	3,580
03-41-2-250	Information Technology	5,070	7,715	8,740	7,000	7,000	9,000
03-41-2-270	Banking Services	-	1,709	2,718	600	600	2,000
03-41-2-290	Other Professional Services	13,001	6,322	-	1,000	1,000	1,000
Total Professional Services		23,411	23,410	17,420	15,540	15,540	18,940
Other Services							
03-41-3-302	Equipment Maintenance	1,020	139	177	1,500	1,500	1,500
03-41-3-304	Building Maintenance	12,416	5,068	5,595	5,000	5,000	15,880
03-41-3-310	Equipment Rental	1,098	1,034	828	940	940	940
03-41-3-320	Janitorial Service	788	786	786	800	800	800
03-41-3-350	Notices	291	146	179	370	370	370
03-41-3-360	Printing	4,009	3,903	3,789	2,560	2,560	2,560
03-41-3-370	Postage	8,380	8,476	4,763	5,800	5,800	5,800
03-41-3-372	Telephone	2,017	1,882	1,714	1,840	1,840	1,840
03-41-3-390	Miscellaneous Services	1,668	73	70	2,500	500	500
Total Other Services		31,685	21,507	17,901	21,310	19,310	30,170
Capital Outlay							
03-41-4-430	Office Equipment	210	268	398	1,000	320	320
03-41-4-448	Information Technology	-	-	-	35,000	57,920	26,440
Total Capital Outlay		210	268	398	36,000	58,240	26,760
Supplies							
03-41-5-504	Building & Landscape Materials	-	-	-	80	80	250
03-41-5-510	Food	-	-	-	300	60	300
03-41-5-520	Janitorial Supplies	61	20	47	50	50	50
03-41-5-580	Books & Maps	-	-	-	60	60	60
03-41-5-580	Office Supplies	897	761	693	840	840	840
Total Supplies		958	781	740	1,330	1,090	1,500
Pension & Insurance							
03-41-6-600	Property & Liability Insurance	1,399	2,261	2,800	2,360	2,360	2,105
03-41-6-610	Health & Life Insurance	14,308	15,484	18,234	13,340	13,340	11,725
03-41-6-620	FICA	5,911	7,783	6,212	6,760	7,100	7,400
03-41-6-630	IMRF	7,850	7,306	8,696	5,830	6,500	7,900
Total Pension & Insurance		29,468	32,814	35,942	28,390	29,300	29,130
Other Expenses							
03-41-7-700	Dues & Subscriptions	2,631	2,715	2,752	2,790	2,790	3,170
03-41-7-705	Travel, Meals & Lodging	-	349	856	720	720	720
03-41-7-710	Training	1,212	688	1,471	780	760	760
03-41-7-715	Employee Programs	126	189	503	510	510	495
03-41-7-720	Official Functions	431	427	525	1,000	1,000	1,000
03-41-7-790	Contingencies	-	-	-	-	-	-
Total Other Expenses		4,400	4,368	6,107	5,780	5,780	6,145
Total Expenditures		\$ 172,373	\$ 167,680	\$ 164,694	\$ 200,375	\$ 220,635	\$ 208,605

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Administration

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
03-41-1-100	Full-time Salaries	Village Manager (12%) Assistant Village Manager (12%) Executive Secretary (12%) Finance Director (12%) Accounting Specialist (12%) Fiscal Assistant (12%) Building & Fire Specialist (2%) Director of Fire & Building (2%)	\$ 21,100 14,700 7,650 16,145 7,315 5,375 1,325 2,295	\$ 75,905
03-41-1-110	Part-time Wages	Village Clerk (12%) Fiscal Assistant-UB (45%) 2 Fiscal Assistants (12%) Seasonal Assistance (12%)	1,400 11,755 6,020 580	19,755
03-41-1-130	Overtime		500	500
Professional Services				
03-41-2-200	Legal	Village Attorney Retainer Personnel & Labor Issues Other Litigation	2,880 350 150	3,380
03-41-2-210	Auditing & Reporting	Annual Audit OPEB Report GFOA Award Program	3,180 320 60	3,560
03-41-2-250	Information Technology	IT Support Website Support ERP Software Support	3,000 2,000 4,000	9,000
03-41-2-270	Banking Services		2,000	2,000
03-41-2-290	Other Professional Services		1,000	1,000
Other Services				
03-41-3-302	Equipment Maintenance		1,500	1,500
03-41-3-304	Building Maintenance	Village Hall Improvements Village Hall HVAC Improvements Other	11,000 360 4,500	15,860
03-41-3-310	Equipment Rental	Copier Postal Machine	860 80	940
03-41-3-320	Janitorial Service		800	800
03-41-3-350	Notices	Legal and Personnel Annual Treasurer's Report	220 150	370

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Administration

Account Number	Description	Detail	Amount	Total
03-41-3-360	Printing	Utility Bills Village Newsletter Other	1,200 860 500	2,560
03-41-3-370	Postage	Utility Bills Consumer Confidence Report Village Newsletter Metered Mail	3,500 1,000 500 800	5,800
03-41-3-372	Telephone	Land Lines Mobile Phones Internet Access	1,460 160 220	1,840
03-41-3-390	Miscellaneous Services		500	500
Capital Outlay				
03-41-4-430	Office Equipment		320	320
03-41-4-448	Information Technology <i>(Split Capital/Water/Sewer)</i>	Computer Replacement ERP Software Project Phone System Replacement Backup Server Replacement UPS Replacement	1,000 15,000 9,000 420 1,020	26,440
Supplies				
03-41-5-504	Building & Landscape Materials		250	250
03-41-5-510	Food		300	300
03-41-5-520	Janitorial Supplies		50	50
03-41-5-560	Books & Maps		60	60
03-41-5-580	Office Supplies		840	840
Pension & Insurance				
03-41-6-600	Property & Liability Insurance	Risk Management Fund Allocation	2,105	2,105
03-41-6-610	Health & Life Insurance	IPBC EAP	11,705 20	11,725
03-41-6-620	FICA	Social Security Medicare	6,000 1,400	7,400
03-41-6-630	IMRF	Employer Contribution	7,900	7,900

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Administration

Account Number	Description	Detail	Amount	Total
Other Expenses				
03-41-7-700	Dues & Subscriptions	American Planning Association	80	
		American Payroll Association	30	
		Chamber of Commerce	30	
		CMAP	70	
		GFOA	30	
		ICLEI	80	
		ICMA	160	
		IGFOA	30	
		ILCMA	90	
		Illinois Municipal League	150	
		Metropolitan Mayors Caucus	80	
		Municipal Clerks	20	
		Proviso Municipal League	60	
		West Central Municipal Conference	1,800	
		West Suburban Chamber	400	
		Newspaper subscriptions	30	
		Other	30	3,170
03-41-7-705	Travel, Meals & Lodging	Village Board	240	
		Village Manager	180	
		Assistant Village Manager	120	
		Finance Director	120	
		Other	60	720
03-41-7-710	Training	Village Manager	240	
		Assistant Village Manager	180	
		Finance Director	180	
		Other Training	160	760
03-41-7-715	Employee Programs	Service Awards	15	
		Tuition Reimbursement	240	
		Employee Events	190	
		Holiday Gifts	50	495
03-41-7-720	Official Functions		1,000	1,000
	Total Budget			\$ 208,805

WATER FUND DISTRIBUTION
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
03-44-1-100	Full-time Salaries	\$ 151,873	\$ 156,195	\$ 162,538	\$ 197,290	\$ 206,690	\$ 205,440
03-44-1-120	Part-time Wages	9,775	7,763	7,901	16,430	23,200	24,005
03-44-1-130	Overtime	24,732	26,005	23,978	35,000	35,000	35,000
03-44-1-900	Compensated Absences	(2,294)	5,676	3,592	-	-	-
Total Salaries & Wages		184,086	195,639	198,009	248,720	264,690	264,445
Professional Services							
03-44-2-220	Engineering	32,160	4,020	78,699	303,000	337,000	244,000
03-44-2-250	Information Technology	743	2,657	2,965	21,000	2,500	48,700
03-44-2-290	Other Professional Services	-	-	5,900	44,902	18,000	18,000
Total Professional Services		32,903	6,677	87,564	368,902	357,500	310,700
Other Services							
03-44-3-300	Vehicle Maintenance	16,631	17,948	20,330	20,000	20,000	20,000
03-44-3-302	Equipment Maintenance	999	86	239	2,000	4,000	4,000
03-44-3-304	Building Maintenance	-	-	-	5,000	5,000	5,000
03-44-3-308	Water Main Maintenance	71,733	107,147	139,870	117,000	117,000	117,000
03-44-3-310	Equipment Rental	-	-	-	200	500	500
03-44-3-320	Janitorial Service	361	43	-	1,200	300	300
03-44-3-324	Dumping Fees	17,331	18,194	22,640	32,300	32,300	32,300
03-44-3-330	Utilities	29,689	30,302	36,144	35,000	35,000	35,000
03-44-3-372	Telephone	1,208	1,283	1,143	1,240	1,240	1,000
03-44-3-380	Laundry Service	906	1,058	1,209	2,000	900	900
03-44-3-390	Miscellaneous Services	13,636	8,679	10,009	5,000	12,300	12,300
Total Other Services		162,494	185,940	231,584	220,940	226,540	228,300
Capital Outlay							
03-44-4-400	Vehicles	-	164,794	56,459	12,000	15,000	160,000
03-44-4-420	Water System	446,973	15,464	39,770	812,000	1,325,000	1,540,000
03-44-4-430	Office Equipment	-	-	-	500	500	500
03-44-4-440	Other Equipment	241,458	492,418	382,740	36,100	15,000	6,300
03-44-4-448	Information Technology	-	-	-	4,600	960	1,000
Total Capital Outlay		688,431	672,676	478,969	865,200	1,356,460	1,707,800
Supplies							
03-44-5-500	Vehicle Parts & Supplies	16,844	16,748	9,380	12,000	10,000	10,000
03-44-5-502	Equipment Parts & Supplies	1,637	703	834	2,000	2,000	2,000
03-44-5-504	Building & Landscape Materials	469	31	913	800	500	500
03-44-5-520	Janitorial Supplies	78	53	306	200	200	200
03-44-5-530	Chemicals	1,293	1,489	1,570	2,000	2,000	2,000
03-44-5-540	Uniforms	570	373	413	600	600	600
03-44-5-550	Fuel	6,539	6,459	8,676	10,000	7,000	7,000
03-44-5-570	Small Tools	698	2,262	617	2,200	1,000	10,000
03-44-5-572	Traffic Control Supplies	118	2,895	141	2,000	2,000	2,000
03-44-5-574	Materials for Water Mains	59,466	46,561	79,981	70,000	90,000	90,000
03-44-5-576	Water Meters	59,159	18,726	8,800	20,000	20,000	20,000
03-44-5-578	Water	1,798,259	1,846,641	2,020,236	2,000,000	2,000,000	2,020,000
03-44-5-580	Office Supplies	329	1,230	838	750	750	750
Total Supplies		1,945,459	1,944,171	2,132,704	2,122,550	2,136,050	2,165,050

WATER FUND DISTRIBUTION
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
<i>Pension & Insurance</i>							
03-44-6-600	Property & Liability Insurance	29,888	48,985	29,340	24,680	24,680	22,165
03-44-6-610	Health & Life Insurance	28,455	34,539	38,270	48,890	48,890	52,600
03-44-6-620	FICA	14,077	14,960	15,153	19,000	20,400	20,300
03-44-6-630	IMRF	17,825	21,286	20,070	16,400	18,300	21,100
03-44-6-640	Unemployment	333	-	-	-	-	-
Total Pension & Insurance		90,178	119,770	102,833	108,970	112,270	116,165
<i>Other Expenses</i>							
03-44-7-700	Dues & Subscriptions	530	437	1,057	500	500	500
03-44-7-705	Travel, Meals & Lodging	-	613	299	2,000	1,000	1,000
03-44-7-710	Training	1,644	744	489	3,000	2,300	3,300
03-44-7-715	Employee Programs	36	45	98	300	700	800
03-44-7-790	Contingencies	-	-	-	-	-	-
Total Other Expenses		2,210	1,839	1,923	5,800	4,500	5,600
Total Expenditures		\$ 3,095,761	\$ 3,126,712	\$ 3,233,586	\$ 3,941,082	\$ 4,460,210	\$ 4,795,060

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Water Distribution

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
03-44-1-100	Full-Time Salaries	Public Works Director (30%) Foreman (30%) Water Operator (30%) Mechanic (30%) 5 Maintenance Workers (30%)	\$ 38,500 24,955 24,955 23,700 93,330	\$ 205,440
03-44-1-120	Part-Time Wages	Executive Secretary (30%) 4 Seasonal Maint Worker (30%) Seasonal CDL Driver	11,515 7,490 5,000	24,005
03-44-1-130	Overtime		35,000	35,000
Professional Services				
03-44-2-220	Engineering	31st Water Main - Construction Park Ave - Design Other Improvements LGRD Water Main Design Material Testing	100,000 75,000 10,000 34,000 25,000	244,000
03-44-2-250	Information Technology	IT Support SCADA - Graphic Upgrades Meter Software Support Asset Management (GIS)	1,500 8,000 19,200 20,000	48,700
03-44-2-290	Other Professional Services	EPA Sampling Annual Water Audit	12,000 6,000	18,000
Services				
03-44-3-300	Vehicle Maintenance		20,000	20,000
03-44-3-302	Equipment Maintenance		4,000	4,000
03-44-3-304	Building Maintenance		5,000	5,000
03-44-3-308	Water Main Maintenance	Valve Exercising & Repairs Leak Detection Watermain / Service Line Repair Hydrant Replacement Pavement Patching Water Tank Cleaning & Inspection	30,000 24,000 30,000 8,000 10,000 15,000	117,000
03-44-3-310	Equipment Rental	Copler	500	500
03-44-3-320	Janitorial Service	PW Facility Cleaning	300	300
03-44-3-324	Dumping Fees	Hauling excavated debris Storage Lease Agreement	30,000 2,300	32,300
03-44-3-330	Utilities	Electricity & Gas	35,000	35,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Water Distribution

Account Number	Description	Detail	Amount	Total
03-44-3-372	Telephone	Land Lines Mobile Phones	160 840	1,000
03-44-3-380	Laundry Service	Uniform Cleaning	900	900
03-44-3-390	Miscellaneous Services	Traffic control Meter Callbration Cross-Connection Programs JULIE	5,000 1,000 2,300 4,000	12,300
Capital Outlay				
03-44-4-400	Vehicles	Replacement Backhoe 100%	160,000	160,000
03-44-4-420	Water System	31st - Meadowcrest to Barnsdale Garage Door Improvements	1,500,000 40,000	1,540,000
03-44-4-430	Office Equipment		500	500
03-44-4-440	Other Equipment	Public Works HVAC Improvements	6,300	6,300
03-44-4-448	Information Technology	Computer Replacement	1,000	1,000
Supplies				
03-44-5-500	Vehicle Parts & Supplies		10,000	10,000
03-44-5-502	Equipment Parts		2,000	2,000
03-44-5-504	Building and Landscape Materials		500	500
03-44-5-520	Janitorial Supplies		200	200
03-44-5-530	Chemicals	Chemicals for Water Plant	2,000	2,000
03-44-5-540	Uniforms		600	600
03-44-5-550	Fuel	Regular Fuel Diesel Fuel	3,500 3,500	7,000
03-44-5-570	Small Tools	Misc Service Tapping Machine LED Ballon Lights	1,000 3,000 6,000	10,000
03-44-5-572	Traffic Control Supplies		2,000	2,000
03-44-5-574	Materials for Water Mains	Hydrant purchases Valve purchases Clamps & Miscellaneous Parts Concrete valve vaults Gravel	60,000 6,000 15,000 1,500 7,500	90,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Water

Department: Water Distribution

Account Number	Description	Detail	Amount	Total
03-44-5-576	Water Meters	Stock Replace 14" Incoming Meter	16,000 4,000	20,000
03-44-5-578	Water	BNRWC	2,020,000	2,020,000
03-44-5-580	Office Supplies		750	750
<u>Pension & Insurance</u>				
03-44-6-600	Property & Liability Insurance	Risk Management Fund Allocation	22,165	22,165
03-44-6-610	Health & Life Insurance	IPBC MOE EAP	4,840 47,940 20	52,600
03-44-6-620	FICA	Social Security Medicare	16,400 3,900	20,300
03-44-6-630	IMRF	Employer Contribution	21,100	21,100
<u>Other Expenses</u>				
03-44-7-700	Dues & Subscriptions	AWWA APWA	250 250	500
03-44-7-705	Travel, Meals & Lodging		1,000	1,000
03-44-7-710	Training	IPSI PWX Employee Safety Training 150 Training (50% PW) 2 Staff	350 450 1,500 1,000	3,300
03-44-7-715	Employee Programs	Service Awards Tuition Reimbursement Holiday Gifts	150 600 50	800
	Total Budget			\$ 4,798,060

SEWER FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual</u> <u>FY 2016/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
Intergovernmental Revenue							
05-50-4-410	State Grants	\$ 39,758	\$ 37,554	\$ 130,280	\$ -	\$ -	\$ -
05-50-4-420	Federal Grants	-	-	-	-	-	-
Total Intergovernmental Revenue		39,758	37,554	130,280	-	-	-
Charges For Services							
05-50-5-520	Sewer Service Charges	984,099	956,686	1,088,171	1,131,000	1,131,000	1,120,000
Total Charges For Services		984,099	956,686	1,088,171	1,131,000	1,131,000	1,120,000
Miscellaneous Revenue							
05-50-7-700	Interest on Investments	6,770	10,003	24,482	27,000	20,000	5,000
05-50-7-750	Sales of Village Property	-	-	1,930	-	-	-
05-50-7-790	Miscellaneous Revenue	7,528	820	2,770	-	-	-
Total Miscellaneous Revenue		14,298	10,823	29,162	27,000	20,000	5,000
Total Revenues		\$ 1,018,155	\$ 1,005,063	\$ 1,247,613	\$ 1,158,000	\$ 1,151,000	\$ 1,125,000
Expenditures							
	Salaries & Wages	\$ 130,022	\$ 137,997	\$ 131,702	\$ 158,070	\$ 160,540	\$ 165,155
	Professional Services	33,559	74,425	42,128	76,540	76,540	118,090
	Other Services	141,308	110,689	93,709	96,980	95,230	128,990
	Supplies	5,795	4,668	4,781	27,550	27,300	28,490
	Pension & Insurance	48,835	59,978	53,493	58,150	60,270	61,320
	Other Expenses	24,854	24,800	45,756	56,000	56,000	56,285
Operating Expenditures		384,373	412,357	371,567	473,290	475,880	558,330
	Downspout Disconnect Grant Program	13,169	16,992	128,204	-	-	-
	Capital Outlay	108,523	265,469	9,115	476,820	531,180	326,400
	Transfer to Capital Projects Fund	20,000	-	-	-	-	-
	Transfer to Risk Management Fund	-	17,255	-	-	-	-
	Bond Principal Payments	280,000	290,000	295,000	310,000	310,000	315,000
	Bond Interest Payments	104,200	95,675	86,912	81,750	81,750	72,450
Total Expenditures & Transfers Out		\$ 910,265	\$ 1,097,748	\$ 890,798	\$ 1,341,860	\$ 1,398,810	\$ 1,272,180
Fund Balance Increase/(Decrease)		\$ 107,890	\$ (92,685)	\$ 356,815	\$ (183,860)	\$ (247,810)	\$ (147,180)
Beginning Fund Balance¹		1,221,661	1,329,571	1,236,886	1,543,095	1,543,095	1,359,235
GASB 75 Restatement				(50,806)			
Ending Fund Balance¹		1,329,571	1,236,886	1,543,095	1,359,235	1,295,285	1,212,055
Adjustment to Available Cash ²		(179,840)	(164,256)	(108,432)	(108,432)	(108,432)	(108,432)
Bond Abatement		(389,300)	(385,600)	(391,750)	(391,750)	(391,750)	(387,450)
Available Cash at Fiscal Year End		\$ 760,431	\$ 687,030	\$ 1,042,913	\$ 859,053	\$ 795,103	\$ 716,173

1. Net position excluding investment in capital assets.

2. Includes receivables and deposits as of year end.

SEWER ADMINISTRATION
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
05-41-1-100	Full-time Salaries	\$ 67,010	\$ 68,088	\$ 71,059	\$ 67,845	\$ 67,550	\$ 84,085
05-41-1-110	Part-time Wages	20,602	28,530	19,154	10,540	10,570	18,420
05-41-1-130	Overtime	53	61	-	500	100	500
05-41-1-900	Compensated Absences	771	191	(145)	-	-	-
Total Salaries & Wages		88,436	96,868	90,088	78,885	78,220	82,985
Professional Services							
05-41-2-200	Legal	2,880	2,640	2,880	3,380	3,380	3,380
05-41-2-210	Auditing & Reporting	2,050	2,604	2,568	2,960	2,960	2,960
05-41-2-250	Information Technology	4,503	6,884	7,280	7,450	7,450	9,500
05-41-2-270	Banking Services	-	1,695	2,689	500	500	2,000
05-41-2-290	Other Professional Services	12,929	6,532	1,012	1,000	1,000	1,000
Total Professional Services		22,362	20,155	16,429	15,290	15,290	18,840
Other Services							
05-41-3-302	Equipment Maintenance	1,021	96	105	1,000	1,000	1,000
05-41-3-304	Building Maintenance	8,162	1,971	1,446	1,000	1,000	9,700
05-41-3-310	Equipment Rental	1,173	865	668	780	780	780
05-41-3-320	Janitorial Service	544	544	544	600	600	600
05-41-3-350	Notices	243	121	-	300	300	300
05-41-3-360	Printing	2,113	1,875	2,794	2,120	2,120	2,120
05-41-3-370	Postage	3,578	2,955	3,354	4,600	4,600	4,600
05-41-3-372	Telephone	2,694	2,550	2,421	2,480	2,480	2,480
05-41-3-390	Miscellaneous Services	1,858	141	58	2,000	500	500
Total Other Services		21,186	11,118	11,390	14,880	13,390	22,080
Capital Outlay							
05-41-4-430	Office Equipment	190	153	316	1,000	260	260
05-41-4-448	Information Technology	-	-	-	32,000	56,600	22,540
Total Capital Outlay		190	153	316	33,000	56,860	22,800
Supplies							
05-41-5-504	Building & Landscape Materials	-	-	-	60	60	200
05-41-5-510	Food	-	-	-	300	50	300
05-41-5-520	Janitorial Supplies	53	17	40	40	40	40
05-41-5-560	Books & Maps	-	-	-	50	50	50
05-41-5-580	Office Supplies	713	826	706	700	700	700
Total Supplies		766	843	746	1,150	900	1,290
Pension & Insurance							
05-41-6-600	Property & Liability Insurance	537	781	2,560	2,230	2,230	2,140
05-41-6-610	Health & Life Insurance	12,000	13,212	14,212	11,210	11,210	9,870
05-41-6-620	FICA	6,457	7,081	8,570	5,795	6,100	6,500
05-41-6-630	IMRF	6,560	6,130	7,278	5,085	5,600	6,400
Total Pension & Insurance		25,554	27,204	30,620	24,320	25,140	24,910

SEWER ADMINISTRATION
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
<i>Other Expenses</i>							
05-41-7-700	Dues & Subscriptions	2,193	2,262	2,312	2,360	2,360	2,630
05-44-7-705	Travel, Meals & Lodging	6	291	727	600	600	600
05-41-7-710	Training	1,010	588	1,203	630	630	630
05-41-7-715	Employee Programs	105	157	406	410	410	425
05-41-7-720	Official Functions	359	356	438	500	500	500
05-41-7-750	Back-up Prevention Program	20,855	20,642	40,327	50,000	50,000	50,000
05-41-7-752	Downspout Disconnect Program	13,169	16,992	128,204	-	-	-
<i>Total Other Expenses</i>		37,697	41,288	173,617	54,500	54,500	54,785
Total Expenditures		\$ 196,191	\$ 197,629	\$ 323,186	\$ 222,025	\$ 244,290	\$ 227,690

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Administration

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
05-41-1-100	Full-time Salaries	Village Manager (10%) Assistant Village Manager (10%) Executive Secretary (10%) Finance Director (10%) Accounting Specialist (10%) Fiscal Assistant (10%) Building & Fire Specialist (2%) Director of Fire & Building (2%)	\$ 17,785 12,250 6,375 13,455 6,100 4,480 1,325 2,295	\$ 64,065
05-41-1-110	Part-time Wages	Village Clerk (10%) Fiscal Assistant-UB (45%) 2 Fiscal Assistants (10%) Seasonal Assistance (10%)	1,165 11,755 5,020 480	18,420
05-41-1-130	Overtime		500	500
Professional Services				
05-41-2-200	Legal	Village Attorney Retainer Personnel & Labor Issues Other Litigation	2,880 350 150	3,380
05-41-2-210	Auditing & Reporting	Annual Audit OPEB Report GFOA Award Program	2,650 260 50	2,960
05-41-2-250	Information Technology	IT Support Website ERP Software Support	3,000 2,500 4,000	9,500
05-41-2-270	Banking Services		2,000	2,000
05-41-2-290	Other Professional Services		1,000	1,000
Other Services				
05-41-3-302	Equipment Maintenance		1,000	1,000
05-41-3-304	Building Maintenance	Village Hall Improvements Village Hall HVAC Improvements Other	9,000 200 500	9,700
05-41-3-310	Equipment Rental	Copier Postal Machine	710 70	780
05-41-3-320	Janitorial Service	PW Facility Cleaning	600	600
05-41-3-350	Notices	Legal and Personnel Annual Treasurer's Report	180 120	300

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Administration

Account Number	Description	Detail	Amount	Total
05-41-3-360	Printing	Utility Bills Village Newsletter Other	1,200 720 200	2,120
05-41-3-370	Postage	Utility Bills Village Newsletter Metered Mail	3,500 400 700	4,600
05-41-3-372	Telephone	Land Lines Mobile Phones Internet Access	1,460 890 130	2,480
05-41-3-390	Miscellaneous Services		500	500
Capital Outlay				
05-41-4-430	Office Equipment		260	260
05-41-4-448	Information Technology <i>(Split Capital/Water/Sewer)</i>	Computer Replacement ERP Software Project Phone System Replacement Backup Server Replacement UPS Replacement	840 13,000 7,500 350 850	22,540
Supplies				
05-41-5-504	Building & Landscape Materials		200	200
05-41-5-510	Food		300	300
05-41-5-520	Janitorial Supplies		40	40
05-41-5-560	Books & Maps		50	50
05-41-5-580	Office Supplies		700	700
Pension & Insurance				
05-41-6-600	Property & Liability Insurance	Risk Management Fund Allocation	2,140	2,140
05-41-6-610	Health & Life Insurance	IPBC EAP	9,850 20	9,870
05-41-6-620	FICA	Social Security Medicare	5,200 1,300	6,500
05-41-6-630	IMRF	Employer Contribution	6,400	6,400
Other Expenses				

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Administration

Account Number	Description	Detail	Amount	Total
05-41-7-700	Dues & Subscriptions	American Planning Association	70	
		American Payroll Association	30	
		Chamber of Commerce	20	
		CMAP	60	
		GFOA	20	
		ICLEI	60	
		ICMA	130	
		IGFOA	20	
		ILCMA	70	
		Illinois Municipal League	130	
		Metropolitan Mayors Caucus	70	
		Municipal Clerks	10	
		Proviso Municipal League	50	
		West Central Municipal Conference	1,500	
		West Suburban Chamber	330	
		Newspaper subscriptions	30	
		Other	30	2,630
05-41-7-705	Travel, Meals & Lodging	Village Board	200	
		Village Manager	150	
		Assistant Village Manager	100	
		Finance Director	100	
		Other	50	600
05-41-7-710	Training, Safety & Travel	Village Manager	200	
		Assistant Village Manager	150	
		Finance Director	150	
		Other training	130	630
05-41-7-715	Employee Programs	Service Awards	15	
		Tuition Reimbursement	200	
		Employee Events	160	
		Holiday Gifts	50	425
05-41-7-720	Official Functions		500	500
05-41-7-750	Back-up Prevention Program		50,000	50,000
	Total Budget			\$ 227,690

SEWER OPERATIONS AND MAINTENANCE
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Salaries & Wages							
05-44-1-100	Full-time Salaries	\$33,525	\$34,454	\$ 36,188	\$ 65,765	\$ 68,900	\$ 68,480
05-44-1-120	Part-time Wages	5,339	3,487	4,117	6,070	6,070	6,340
05-44-1-130	Overtime	3,095	1,922	1,497	7,350	7,350	7,350
05-44-1-900	Compensated Absences	(373)	1,266	(148)	-	-	-
Total Salaries & Wages		41,586	41,129	41,634	79,185	82,320	82,170
Professional Services							
05-44-2-220	Engineering	10,991	54,121	25,570	59,750	59,750	77,750
05-44-2-250	Information Technology	206	149	127	1,500	1,500	21,500
Total Professional Services		11,197	54,270	25,697	61,250	61,250	99,250
Other Services							
05-44-3-300	Vehicle Maintenance	-	-	-	5,000	5,000	5,000
05-44-3-302	Equipment Maintenance	7,636	7,275	10,393	6,000	6,000	2,000
05-44-3-304	Building Maintenance	104	355	149	1,000	1,000	1,000
05-44-3-308	Sewer System Maintenance	-	-	-	-	-	14,000
05-44-3-310	Equipment Rental	32,850	-	-	500	500	500
05-44-3-320	Janitorial Service	208	36	-	500	250	500
05-44-3-326	Sewer Cleaning	89,122	76,169	60,346	58,000	58,000	73,000
05-44-3-330	Utilities	2,540	2,999	3,823	2,750	2,750	2,750
05-44-3-372	Telephone	528	562	472	550	550	360
05-44-3-380	Laundry Service	755	882	1,008	800	800	800
05-44-3-390	Miscellaneous Services	6,379	11,293	6,128	7,000	7,000	7,000
Total Other Services		140,122	99,571	82,319	82,100	81,950	106,910
Capital Outlay							
05-44-4-400	Vehicles	-	1,930	7,376	5,000	5,000	-
05-44-4-420	Sewer System	108,333	263,386	-	438,000	468,500	300,000
05-44-4-430	Office Equipment	-	-	-	500	500	500
05-44-4-440	Other Equipment	-	-	1,423	-	-	2,100
05-44-4-448	Information Technology	-	-	-	320	320	1,000
Total Capital Outlay		108,333	265,316	8,799	443,820	474,320	303,600
Supplies							
05-44-5-502	Equipment Parts & Supplies	374	1,012	156	1,000	1,000	1,000
05-44-5-504	Building & Landscape Materials	55	26	380	1,500	1,500	1,500
05-44-5-520	Janitorial Supplies	88	44	35	400	400	400
05-44-5-530	Chemicals	-	-	1,762	2,000	2,000	2,000
05-44-5-540	Uniforms	484	298	267	600	600	800
05-44-5-570	Small Tools	91	-	188	200	200	1,000
05-44-5-572	Traffic Control Supplies	4	-	-	200	200	200
05-44-5-574	Materials for Sewers	3,729	2,081	1,071	20,000	20,000	20,000
05-44-5-576	Water Meters	-	-	-	-	-	-
05-44-5-580	Office Supplies	224	364	196	500	500	500
Total Supplies		5,029	3,825	4,035	26,400	26,400	27,200
Pension & Insurance							
05-44-6-600	Property & Liability Insurance	9,016	18,181	7,930	6,620	6,620	6,760
05-44-6-610	Health & Life Insurance	7,040	6,846	7,597	16,310	16,310	17,550
05-44-6-620	FICA	3,160	3,236	3,159	6,100	6,400	6,400
05-44-6-630	IMRF	3,998	3,511	4,187	4,800	5,800	6,700
05-44-6-640	Unemployment	67	-	-	-	-	-
Total Pension & Insurance		23,281	32,774	22,873	33,830	35,130	36,410

SEWER OPERATIONS AND MAINTENANCE
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Other Expenses							
05-44-7-700	Dues & Subscriptions	127	229	74	200	200	200
05-44-7-705	Travel, Meals & Lodging		2	27	500	500	500
05-44-7-710	Training	169	36	179	500	500	500
05-44-7-715	Employee Programs	30	37	63	300	300	300
Total Other Expenses		326	304	343	1,500	1,500	1,500
Total Expenditures		\$ 329,874	\$ 497,189	\$ 185,700	\$ 728,085	\$ 762,770	\$ 667,040

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Sewer O&M

Account Number	Description	Detail	Amount	Total
Salaries & Wages				
05-44-1-100	Full-time Salaries	Public Works Director (10%) Foreman (10%) Water Operator (10%) Mechanic (10%) 5 Maintenance Workers (10%)	\$ 12,830 8,320 8,320 7,900 31,110	\$ 68,480
05-44-1-120	Part-time Wages	Executive Secretary (10%) 4 Seasonal Maint Worker (10%)	3,840 2,500	6,340
05-44-1-130	Overtime		7,350	7,350
Professional Services				
05-44-2-220	Engineering	Sewer Lining Sewer Main Point Repairs Infiltration Inflow Control Program Emergency Repairs Cleaning & Televising	32,000 20,000 18,000 2,250 7,500	77,750
05-44-2-250	Information Technology	IT Support Asset Management (GIS)	1,500 20,000	21,500
Services				
05-44-3-300	Vehicle Maintenance		5,000	5,000
05-44-3-302	Equipment Maintenance	Other Maintenance	2,000	2,000
05-44-3-304	Building Maintenance		1,000	1,000
05-03-308	Sewer System Maintenance	Lift Station Maintenance Catch Basin	4,000 10,000	14,000
05-44-3-310	Equipment Rental	Copier	500	500
05-44-3-320	Janitorial Service		500	500
05-44-3-326	Sewer Cleaning & Televising	Sewer Cleaning & Televising Street Sweeping Debris Disposal Emergency Sewer Rodding/Cleaning	50,000 8,000 15,000	73,000
05-44-3-330	Utilities	Com Ed & Nicor	2,750	2,750
05-44-3-372	Telephone	Land Lines Mobile Phones	170 190	360
05-44-3-380	Laundry Service	Uniform Cleaning	800	800
05-44-3-390	Miscellaneous Services	NPDES Permit Other	5,000 2,000	7,000

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Sewer O&M

Account Number	Description	Detail	Amount	Total
Capital Outlay				
05-44-4-400	Vehicles		-	-
05-44-4-420	Sewer System	Point Repairs Sewer lining	100,000 200,000	300,000
05-44-4-430	Office Equipment		500	500
05-44-4-440	Other Equipment	Public Works HVAC Improvements	2,100	2,100
05-44-4-448	Information Technology	Computer Replacement	1,000	1,000
Supplies				
05-44-5-502	Equipment Parts		1,000	1,000
05-44-5-504	Building & Landscape Materials		1,500	1,500
05-44-5-520	Janitorial Supplies		400	400
05-44-5-530	Chemicals		2,000	2,000
05-44-5-540	Uniforms		600	600
05-44-5-570	Small Tools		1,000	1,000
05-44-5-572	Traffic Control Supplies		200	200
05-44-5-574	Materials for Sewers		20,000	20,000
05-44-5-580	Office Supplies		500	500
Pension & Insurance				
05-44-6-600	Property & Liability Insurance	Risk Management Fund Allocation	5,760	5,760
05-44-6-610	Health & Life Insurance	IPBC MOE EAP	1,550 15,980 20	17,550
05-44-6-620	FICA	Social Security Medicare	5,200 1,200	6,400
05-44-6-630	IMRF	Employer Contribution	6,700	6,700
Other Expenses				
05-44-7-700	Dues & Subscriptions	AWWA APWA	100 100	200
05-44-7-705	Travel, Meals & Lodging		500	500

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Sewer

Department: Sewer O&M

Account Number	Description	Detail	Amount	Total
05-44-7-710	Training	Employee Safety Training	500	500
05-44-7-715	Employee Programs	Service Awards	50	
		Tuition Reimbursement	200	
		Holiday Gifts	50	300
	Total Budget			\$ 657,040

MOTOR FUEL TAX FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Intergovernmental Revenue							
04-50-4-404	State Motor Fuel Tax	\$ 344,180	\$ 346,713	\$ 344,698	\$ 510,000	\$ 350,000	\$ 560,000
04-50-4-410	State Grants	-	-	-	-	-	-
04-50-4-420	Federal Grants	-	-	-	-	-	-
Total Intergovernmental Revenue		344,180	346,713	344,698	510,000	350,000	560,000
Miscellaneous Revenue							
04-50-7-700	Interest on Investments	1,791	5,636	14,966	15,000	15,000	5,000
Total Miscellaneous Revenue		1,791	5,636	14,966	15,000	15,000	5,000
Total Revenues		\$ 345,971	\$ 352,349	\$ 359,664	\$ 525,000	\$ 365,000	\$ 565,000
Expenditures							
Professional Services							
04-40-2-220	Engineering Services	\$ -	\$ -	\$ 28,500	\$ -	\$ 27,000	\$ 27,000
04-40-2-250	Information Technology	-	-	-	-	-	5,000
Total Professional Services		-	-	28,500	-	27,000	32,000
Services							
04-40-3-306	Street Light/Traffic Signal Maint	24,837	24,873	20,280	28,000	28,000	28,000
04-40-3-322	Tree Maintenance	-	-	-	-	-	24,500
04-40-3-330	Utilities	41,377	39,796	51,205	40,000	40,000	40,000
04-40-3-340	Pavement Patching	84,438	-	-	-	75,000	150,000
04-40-3-342	Sidewalks	19,500	19,500	19,500	19,500	19,500	44,500
04-40-3-343	Pavement Marking	8,055	10,236	-	19,500	19,500	19,500
04-40-3-345	Crack Sealing	-	19,500	16,852	-	19,500	24,500
Total Services		178,207	113,905	107,837	107,000	201,500	331,000
Supplies							
04-40-5-532	Road Salt	36,136	34,024	42,453	85,000	85,000	85,000
04-40-5-574	Materials for Streets	8,852	14,398	11,105	19,500	19,500	19,500
Total Supplies		44,988	48,422	53,558	104,500	104,500	104,500
Other Financing Uses							
04-48-7-780	Transfer to Debt Service Fund	-	-	-	-	-	-
04-48-7-785	Transfer to General Fund	60,000	-	-	-	-	-
Total Other Financing Uses		60,000	-	-	-	-	-
Total Expenditures		\$ 283,195	\$ 162,327	\$ 189,895	\$ 211,500	\$ 333,000	\$ 467,500
Fund Balance Increase/(Decrease)		\$ 62,776	\$ 190,022	\$ 169,769	\$ 313,500	\$ 32,000	\$ 97,500
Beginning Fund Balance		323,742	386,518	576,540	746,309	746,309	1,059,809
Ending Fund Balance		386,518	576,540	746,309	1,059,809	778,309	1,157,309
Adjustment to Available Cash ¹		(29,731)	(31,086)	(30,057)	(50,000)	(50,000)	(50,000)
Available Cash at Fiscal Year End		\$ 356,787	\$ 545,454	\$ 716,252	\$ 1,009,809	\$ 728,309	\$ 1,107,309

1. Includes receivables and deposits as of year end.

4/2/2020

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Motor Fuel Tax

Department: Public Works

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
04-40-2-220	Engineering	Patching Program	27,000	\$ 27,000
04-40-2-250	Information Technology	Asset Management (GIS)	5,000	5,000
<u>Services</u>				
04-40-3-306	Street Light & Traffic Signal Maint.	IDOT Traffic Signal Maintenance	13,000	
		31st St. Lighting	7,000	
		La Grange Rd Lighting	8,000	28,000
04-40-3-322	Tree Maintenance	Tree Planting	24,500	24,500
04-40-3-330	Utilities	Electricity for Street Lights	40,000	40,000
04-40-3-340	Pavement Patching	Patching Program	150,000	150,000
04-40-3-342	Sidewalks	Annual Sidewalk Program	24,500	
		<i>(\$20,000 In-General Fund)</i>		
		Grinding	20,000	44,500
04-40-3-343	Pavement Marking	Thermoplastic school markings	19,500	19,500
04-40-3-345	Crack Sealing	Annual Program	24,500	
		<i>(\$15,000 In-General Fund)</i>	24,500	24,500
	Tree Planting		24,500	
<u>Supplies</u>				
04-40-5-532	Road Salt	Salt	75,000	
		Brine	10,000	85,000
04-40-5-574	Materials for Streets	Cold Mix Asphalt	5,000	
		Hot crack materials	9,500	
		Asphalt/concrete materials	5,000	19,500
	Total Budget			\$ 467,500

EMERGENCY TELEPHONE SYSTEM FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Tax							
08-50-1-124	911 Wireline Surcharge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Local Tax		-	-	-	-	-	-
Intergovernmental Revenues							
08-50-4-450	911 Wireless Surcharge	-	-	-	-	-	-
08-50-4-480	911 State Surcharge	85,424	-	-	-	-	-
Total Intergovernmental		85,424	-	-	-	-	-
Miscellaneous Revenue							
08-50-7-700	Interest on Investments	608	-	-	-	-	-
08-50-7-790	Miscellaneous Revenue	43,873	-	-	-	-	-
Total Miscellaneous Revenue		44,481	-	-	-	-	-
Total Revenues		\$ 129,905	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures							
Services							
08-40-3-302	Equipment Maintenance	\$ 19,577	\$ -	\$ -	\$ -	\$ -	\$ -
08-40-3-372	Telephone	42,096	-	-	-	-	-
08-40-3-385	Consolidated Dispatch	169,267	33,603	-	-	-	-
08-40-3-390	Miscellaneous Services	28,695	-	-	-	-	-
Total Services		259,635	33,603	-	-	-	-
Capital Outlay							
08-40-4-410	Building Alterations & Improvements	-	-	-	-	-	-
08-40-4-440	Equipment & Machinery	-	-	-	-	-	-
Total Capital Outlay		-	-	-	-	-	-
Supplies							
08-40-5-502	Equipment Parts & Supplies	-	-	-	-	-	-
Total Supplies		-	-	-	-	-	-
Interfund Transfers							
08-46-7-780	Transfer to General Fund	25,645	-	-	-	-	-
Total Interfund Transfers		25,645	-	-	-	-	-
Total Expenditures		\$ 285,280	\$ 33,603	\$ -	\$ -	\$ -	\$ -
Fund Balance Increase/(Decrease)		\$ (155,375)	\$ (33,603)	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance		188,978	33,603	-	-	-	-
Ending Fund Balance		33,603	-	-	-	-	-
Adjustment to Available Cash ¹		(33,603)	-	-	-	-	-
Available Cash at Fiscal Year End		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

1. Includes receivables and deposits as of year end.

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Emergency Telephone System

Department: Police & Fire

Account Number	Description	Detail	Amount	Total
<u>Services</u>				
08-40-3-302	Equipment Maint. & Repair		\$ -	\$ -
08-40-3-372	Telephone		-	-
08-40-3-385	Combined Dispatch		-	-
08-40-3-390	Miscellaneous Services		-	-
<u>Interfund Transfers</u>				
08-46-7-780	Transfer to General Fund		-	-
	Total Budget			\$ -

RISK MANAGEMENT FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual</u> <u>FY 2016/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
Revenues / Inflows							
<i>Miscellaneous Revenue</i>							
60-50-7-700	Interest	\$ -	\$ 502	\$ 1,721	\$ 2,000	\$ 2,000	\$ 2,000
60-50-7-710	Property Damage Reimbursement	-	31,363	29,725	30,000	20,000	30,000
60-50-7-771	IRMA Reserves Adjustment	-	207,731	110,949	30,000	30,000	30,000
60-50-7-790	Miscellaneous Revenue	-	-	-	-	-	-
Total Miscellaneous Revenue		-	239,596	142,395	62,000	62,000	62,000
<i>Other Financing Sources</i>							
60-50-9-900	Transfer of IRMA Reserves	-	508,746	-	-	-	-
60-50-9-901	Transfer from General Fund	-	186,300	177,370	147,110	147,110	150,830
60-50-9-903	Transfer from Water Fund	-	33,100	32,140	27,040	27,040	24,270
60-50-9-905	Transfer from Sewer Fund	-	11,000	10,490	8,850	8,850	7,900
Total Other Financing Sources		-	739,146	220,000	183,000	183,000	183,000
Total Revenues / Inflows		-	978,742	362,395	245,000	235,000	245,000
Expenditures / Outflows							
<i>Professional Services</i>							
60-40-2-205	IRMA Annual Contribution	\$ -	\$ 54,956	\$ 169,878	\$ 179,460	\$ 190,000	\$ 190,000
60-40-2-208	IRMA Deductibles	-	12,184	22,961	15,000	15,000	15,000
Total Professional Services		-	67,140	192,839	194,460	205,000	205,000
<i>Services</i>							
60-40-3-302	Reimbursable Services	-	33,106	28,095	20,000	20,000	20,000
Total Services		-	33,106	28,095	20,000	20,000	20,000
<i>Supplies</i>							
60-40-5-502	Reimbursable Supplies	-	2,673	3,195	30,000	10,000	20,000
Total Supplies		-	2,673	3,195	30,000	10,000	20,000
<i>Other Expenses</i>							
60-44-7-710	Training	-	-	-	5,000	-	5,000
Total Other Expenses		-	-	-	5,000	-	5,000
Total Expenditures / Outflows		\$ -	\$ 102,919	\$ 224,129	\$ 249,460	\$ 235,000	\$ 250,000
Fund Balance Increase/(Decrease)		\$ -	\$ 875,823	\$ 138,266	\$ (4,460)	\$ -	\$ (5,000)
Beginning Fund Balance		\$ -	\$ -	\$ 875,823	\$ 1,014,089	\$ 1,014,089	\$ 1,009,629
Ending Fund Balance		\$ -	\$ 875,823	\$ 1,014,089	\$ 1,009,629	\$ 1,014,089	\$ 1,004,629
Adjustment to Available Cash ¹			(826,139)	(946,052)	(946,052)	(946,052)	(946,052)
Available Cash at Fiscal Year End		\$ -	\$ 49,684	\$ 68,037	\$ 63,577	\$ 68,037	\$ 68,577

1. Includes receivables and deposits held at IRMA as of year end.

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Risk Management

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
60-40-2-205	IRMA Annual Contribution		\$ 190,000	\$ 190,000
60-40-2-206	IRMA Deductibles		15,000	15,000
<u>Services</u>				
60-40-3-302	Reimbursable Repairs		20,000	20,000
<u>Supplies</u>				
60-40-5-502	Reimbursable Supplies		20,000	20,000
<u>Other Expenses</u>				
60-40-7-710	Training		5,000	5,000
	Total Budget			\$ 250,000

DEBT SERVICE FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
02-50-1-100	Property Tax (Prior Years)	\$ -	\$ -	\$ (230)	\$ (3,000)	\$ -	\$ -
02-50-1-102	Property Tax	-	1,990,299	1,292,638	1,292,000	1,297,000	1,135,000
Total Local Taxes		-	1,990,299	1,292,408	1,289,000	1,297,000	1,135,000
Miscellaneous Revenue							
02-50-7-700	Interest on Investments	-	3,984	11,660	12,000	10,000	10,000
Total Miscellaneous Revenue		-	3,984	11,660	12,000	10,000	10,000
Other Financing Sources							
02-50-9-900	Transfer from MFT Fund	-	-	-	-	-	-
Total Other Financing Sources		-	-	-	-	-	-
Total Revenues		-	1,994,283	1,304,068	1,301,000	1,307,000	1,145,000
Expenditures							
Services							
02-40-3-390	Miscellaneous Services	\$ -	\$ 475	\$ 475	\$ 475	\$ 1,000	\$ 1,000
Total Services		-	475	475	475	1,000	1,000
Debt Service							
02-40-8-800	Principal Payments	-	565,000	805,000	845,000	845,000	885,000
02-40-8-802	Interest Payments	-	678,078	443,000	402,750	402,750	360,500
Total Debt Service		-	1,243,078	1,248,000	1,247,750	1,247,750	1,245,500
Total Expenditures		\$ -	\$ 1,243,551	\$ 1,248,475	\$ 1,248,225	\$ 1,248,750	\$ 1,246,500
Fund Balance Increase/(Decrease)		\$ -	\$ 750,732	\$ 55,593	\$ 52,775	\$ 58,250	\$ (101,500)
Beginning Fund Balance		\$ -	\$ -	\$ 750,732	\$ 806,325	\$ 806,325	\$ 859,100
Ending Fund Balance		\$ -	\$ 750,732	\$ 806,325	\$ 859,100	\$ 864,575	\$ 757,600

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Debt Service Fund

Department: Finance

Account Number	Description	Detail	Amount	Total
Services				
02-40-3-390	Miscellaneous Services	Paying agent fees	\$ 1,000	\$ 1,000
Debt Service				
02-40-8-800	Principal Payments	2016 Road & Fire Bonds	885,000	885,000
02-40-8-802	Interest Payments	2016 Road & Fire Bonds	360,500	360,500
	Total Budget			\$ 1,246,500

CAPITAL PROJECTS FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual FY 2016/17</u>	<u>Actual FY 2017/18</u>	<u>Actual FY 2018/19</u>	<u>Projected FY 2019/20</u>	<u>Budget FY 2019/20</u>	<u>Budget FY 2020/21</u>
Intergovernmental Revenue							
07-50-4-410	State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
07-50-4-420	Federal Grants	-	-	-	-	-	-
07-50-4-430	Other Grants	-	-	-	44,000	50,000	-
Total Intergovernmental Revenue		-	-	-	44,000	50,000	-
Miscellaneous Revenue							
07-50-7-700	Interest on Investments	815	2,659	5,290	6,000	6,200	1,000
07-50-7-750	Sale of Village Property	-	6,500	56,064	21,000	-	-
07-50-7-790	Miscellaneous Revenue	668	-	-	-	-	-
Total Miscellaneous Revenue		1,483	9,159	61,354	27,000	6,200	1,000
Other Financing Sources							
07-50-8-810	Transfer from Sewer Fund	20,000	-	-	-	-	-
07-50-9-900	Transfer from General Fund	200,000	200,000	200,000	500,000	500,000	250,000
Total Other Financing Sources		220,000	200,000	200,000	500,000	500,000	250,000
Total Revenues		\$ 221,483	\$ 209,159	\$ 261,354	\$ 571,000	\$ 556,200	\$ 251,000
Expenditures							
Professional Services							
07-40-2-220	Engineering	\$ 5,551	\$ -	\$ -	\$ 900	\$ -	\$ -
Total Professional Services		5,551	-	-	900	-	-
Construction & Maintenance Services							
07-40-3-340	Street Resurfacing	-	-	-	-	-	-
07-40-3-342	Sidewalks	-	8,256	-	-	-	-
07-40-3-344	Buildings and Grounds	125,554	9,400	57,101	-	-	29,880
Total Construction Services		125,554	17,656	57,101	-	-	29,880
Capital Projects & Equipment							
07-40-4-441	Admin Vehicles & Equipment	-	-	-	44,000	50,000	-
07-40-4-442	Police Vehicles & Equipment	51,908	-	62,375	80,000	34,000	41,000
07-40-4-443	Fire Vehicles & Equipment	19,508	22,723	11,838	93,700	91,000	45,000
07-40-4-444	PW Vehicles & Equipment	-	58,955	85,645	63,360	67,000	-
07-40-4-445	Building Vehicles & Equipment	-	-	-	-	28,000	28,100
07-40-4-448	Information Technology	19,039	19,208	16,036	201,110	318,300	177,360
07-40-4-450	Tree Purchases	17,221	19,716	-	-	-	-
Total Capital Outlay		107,676	120,600	155,894	482,170	588,300	291,460
Total Expenditures		\$ 238,781	\$ 138,256	\$ 212,995	\$ 483,070	\$ 588,300	\$ 321,340
Fund Balance Increase/(Decrease)		\$ (17,298)	\$ 70,903	\$ 48,359	\$ 87,930	\$ (32,100)	\$ (70,340)
Beginning Fund Balance		186,475	169,177	240,080	288,439	288,439	376,369
Ending Fund Balance		169,177	240,080	288,439	376,369	256,339	306,029
Assigned for Fire Vehicles		-	-	(100,000)	(200,000)	(200,000)	(300,000)
Adjustment to Available Cash ¹		-	-	-	-	-	-
Available Cash at Fiscal Year End		\$ 169,177	\$ 240,080	\$ 188,439	\$ 176,369	\$ 56,339	\$ 6,029

1. Includes receivables and deposits as of year end.

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Capital Projects

Department: All

Account Number	Description	Detail	Amount	Total
Professional Services				
07-40-2-220	Engineering Services			\$ -
Construction & Maintenance Services				
07-40-3-342	Sidewalks	New Sidewalk (Was \$18,000)	\$ -	\$ -
07-40-3-344	Buildings and Grounds	Village Hall Improvements (Was \$20,000)		
		Village Hall HVAC Improvements	17,280	
		Public Works HVAC Improvements	12,600	29,880
Capital Projects & Equipment				
07-40-4-441	Admin Vehicles & Equipment		-	-
07-40-4-442	Police Vehicles & Equipment	Patrol Replacement	41,000	41,000
07-40-4-443	Fire Vehicles & Equipment	Fire Chief Vehicle	45,000	45,000
07-40-4-444	PW Vehicles & Equipment	Vehicle Jack For Lift (Was \$10,000)	-	-
07-40-4-445	Building Vehicles & Equipment	Building Official Vehicle (On Order)	28,100	28,100
07-40-4-448	Information Technology	Computer Replacement	18,000	
		ERP Software Project-Rebudget (Split Capital/Water/Sewer)	110,000	
		Phone System (Was \$58,500) (Split Capital/Water/Sewer)	40,000	
		UPS Upgrades (Split Capital/Water/Sewer)	6,630	
		Backup Server Replacement (Split Capital/Water/Sewer)	2,730	
				177,360
	Total Budget			\$ 321,340

ROAD BOND FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual</u> <u>FY 2016/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
Revenues							
Intergovernmental Revenue							
70-50-4-412	County Grants	\$ -	\$ -	\$ 56,791	\$ -	\$ -	\$ -
Total Intergovernmental Revenue		-	-	56,791	-	-	-
Miscellaneous Revenue							
70-50-7-700	Interest	45,420	30,431	68,457	10,000	8,000	1,000
Total Miscellaneous Revenue		45,420	30,431	68,457	10,000	8,000	1,000
Other Financing Sources							
70-50-9-910	Bond Proceeds	10,104,478	-	-	-	-	-
Total Other Financing Sources		10,104,478	-	-	-	-	-
Total Revenues		\$ 10,149,898	\$ 30,431	\$ 125,248	\$ 10,000	\$ 8,000	\$ 1,000
Expenditures							
Professional Services							
70-44-2-200	Legal Fees	\$ 27,679	\$ -	\$ -	\$ -	\$ -	\$ -
70-44-2-220	Engineering	690,730	517,190	383,088	160,000	152,000	63,000
70-44-2-290	Other Professional Services	76,667	-	-	-	-	-
Total Professional Services		785,076	517,190	383,088	160,000	152,000	63,000
Construction & Maintenance Services							
70-44-3-340	Street Resurfacing	1,982,186	2,656,814	2,087,219	1,225,000	1,648,000	431,000
Total Construction Services		1,982,186	2,656,814	2,087,219	1,225,000	1,648,000	431,000
Total Expenditures		\$ 2,767,262	\$ 3,174,004	\$ 2,470,307	\$ 1,385,000	\$ 1,800,000	\$ 494,000
Fund Balance Increase/(Decrease)		\$ 7,382,634	\$ (3,143,573)	\$ (2,345,059)	\$ (1,375,000)	\$ (1,792,000)	\$ (493,000)
Beginning Fund Balance		-	7,382,634	4,239,061	1,894,002	1,894,002	519,002
Ending Fund Balance		7,382,634	4,239,061	1,894,002	519,002	102,002	26,002
Adjustment to Available Cash¹		(29,832)	(36,641)	(62,435)	-	-	-
Available Cash at Fiscal Year End		\$ 7,352,802	\$ 4,202,420	\$ 1,831,567	\$ 519,002	\$ 102,002	\$ 26,002

1. Includes receivables and deposits as of year end.

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Road Bond

Department: Public Works

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
70-44-2-220	Engineering Services	Phase 5 - Design & Construction Alley Construction	45,000 18,000	63,000
<u>Construction & Maintenance Services</u>				
70-44-3-340	Street Resurfacing	Phase 5 Construction <i>Meadowcrest - 900-1000 Blocks</i> <i>Garfield - LGRD to Community</i> Alley Reconstruction	250,000 181,000	431,000
	Total Budget			\$ 494,000

FIRE EQUIPMENT BOND FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Account Number</u>	<u>Description</u>	<u>Actual</u> <u>FY 2018/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
Revenues							
Intergovernmental Revenue							
71-50-4-730	Other Grants	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Total Intergovernmental Revenue		-	15,000	-	-	-	-
Miscellaneous Revenue							
71-50-7-700	Interest	4,848	10,102	325	-	-	-
Total Miscellaneous Revenue		4,848	10,102	325	-	-	-
Other Financing Sources							
71-50-9-910	Bond Proceeds	1,212,537	-	-	-	-	-
Total Other Financing Sources		1,212,537	-	-	-	-	-
Total Revenues		\$ 1,217,385	\$ 25,102	\$ 325	\$ -	\$ -	\$ -
Expenditures							
Professional Services							
71-43-2-200	Legal Fees	\$ 3,321	\$ -	\$ -	\$ -	\$ -	\$ -
71-43-2-290	Other Professional Services	9,200	-	-	-	-	-
Total Professional Services		12,521	-	-	-	-	-
Capital Projects & Equipment							
71-43-4-443	Fire Vehicles & Equipment	20,188	1,191,929	18,174	-	-	-
Total Capital Outlay		20,188	1,191,929	18,174	-	-	-
Total Expenditures		\$ 32,709	\$ 1,191,929	\$ 18,174	\$ -	\$ -	\$ -
Fund Balance Increase/(Decrease)		\$ 1,184,676	\$(1,166,827)	\$ (17,849)	\$ -	\$ -	\$ -
Beginning Fund Balance		-	1,184,676	17,849	-	-	-
Ending Fund Balance		1,184,676	17,849	-	-	-	-
Adjustment to Available Cash ¹		-	-	-	-	-	-
Available Cash at Fiscal Year End		\$ 1,184,676	\$ 17,849	\$ -	\$ -	\$ -	\$ -

1. Includes receivables and deposits as of year end.

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Fire Equipment Bond

Department: Fire

Account Number	Description	Detail	Amount	Total
Capital Projects & Equipment				
71-43-4-443	Fire Vehicles & Equipment		-	-
	Total Budget			\$ -

VILLAGE MARKET TAX INCREMENT FINANCING FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
80-50-1-102	Property Tax	\$ -	\$ -	\$ 341,164	\$ 212,000	\$ 224,000	\$ 212,000
Total Local Taxes		-	-	341,164	212,000	224,000	212,000
Miscellaneous Revenue							
80-50-7-700	Interest on Investments	-	-	3,007	6,000	5,000	5,000
Total Miscellaneous Revenue		-	-	3,007	6,000	5,000	5,000
Total Revenues		-	-	344,171	218,000	229,000	217,000
Expenditures							
Professional Services							
80-40-2-200	Legal	\$ 5,270	\$ 1,298	\$ 561	\$ 5,000	\$ 5,000	\$ 5,000
80-40-2-210	Auditing & Reporting	-	-	-	2,500	2,500	2,500
80-40-2-290	Other Professional Services	23,258	-	14,768	5,000	5,000	5,000
Total Professional Services		28,528	1,298	15,329	12,500	12,500	12,500
Other Services							
80-40-3-390	Miscellaneous Services	535	325	-	-	-	-
Total Other Services		535	325	-	-	-	-
Other Expenses							
80-40-7-700	Dues & Subscriptions	-	-	325	325	325	-
Total Other Expenses		-	-	325	325	325	-
Total Expenditures		\$ 29,063	\$ 1,623	\$ 15,654	\$ 12,825	\$ 12,825	\$ 12,500
Fund Balance Increase/(Decrease)		\$ (29,063)	\$ (1,623)	\$ 328,517	\$ 205,175	\$ 216,175	\$ 204,500
Beginning Fund Balance		\$ -	\$ (29,063)	\$ (30,686)	\$ 297,831	\$ 297,831	\$ 503,006
Ending Fund Balance		\$ (29,063)	\$ (30,686)	\$ 297,831	\$ 503,006	\$ 514,006	\$ 707,506

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Village Market TIF

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
Professional Services				
80-40-2-200	Legal		\$ 5,000	\$ 5,000
80-40-2-210	Auditing & Reporting		2,500	2,500
80-40-2-290	Other Professional Services		5,000	5,000
Other Expenses				
80-40-7-700	Dues & Subscriptions	NO	-	-
	Total Budget			\$ 12,500

31ST / BARNSDALE TAX INCREMENT FINANCING FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
81-50-1-102	Property Tax	\$ -	\$ -	\$ 458,140	\$ 198,000	\$ 315,000	\$ 200,000
Total Local Taxes		-	-	458,140	198,000	315,000	200,000
Miscellaneous Revenue							
81-50-7-700	Interest on Investments	-	-	2,595	6,000	5,000	5,000
Total Miscellaneous Revenue		-	-	2,595	6,000	5,000	5,000
Total Revenues		-	-	460,735	204,000	320,000	205,000
Expenditures							
Professional Services							
81-40-2-200	Legal	\$ 6,420	\$ 9,075	\$ 3,857	\$ 10,000	\$ 10,000	\$ 10,000
81-40-2-210	Auditing & Reporting	-	-	-	2,500	2,500	2,500
81-40-2-220	Engineering	-	11,500	-	2,500	9,000	3,000
81-40-2-290	Other Professional Services	24,783	286	-	5,000	5,000	5,000
Total Professional Services		31,203	20,861	3,857	20,000	26,500	20,500
Other Services							
81-40-3-390	Miscellaneous Services	532	325	-	-	-	-
Total Other Services		532	325	-	-	-	-
Capital Outlay							
81-40-4-420	Capital Improvements	-	90,836	-	-	60,000	45,000
Total Other Services		-	90,836	-	-	60,000	45,000
Other Expenses							
81-40-7-700	Dues & Subscriptions	-	-	325	-	325	-
81-40-7-798	Development Agreements	-	-	-	-	20,000	20,000
Total Other Expenses		-	-	325	-	20,325	20,000
Total Expenditures		\$ 31,735	\$ 112,022	\$ 4,182	\$ 20,000	\$ 106,825	\$ 85,500
Fund Balance Increase/(Decrease)		\$ (31,735)	\$ (112,022)	\$ 458,553	\$ 184,000	\$ 213,175	\$ 119,500
Beginning Fund Balance		\$ -	\$ (31,735)	\$ (143,757)	\$ 312,796	\$ 312,796	\$ 496,796
Ending Fund Balance		\$ (31,735)	\$ (143,757)	\$ 312,796	\$ 496,796	\$ 525,971	\$ 616,296

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: 31st / Barnsdale TIF

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
81-40-2-200	Legal		\$ 10,000	\$ 10,000
81-40-2-210	Auditing & Reporting		2,500	2,500
81-40-2-220	Engineering	Beach Parking	3,000	3,000
81-40-2-290	Other Professional Services		5,000	5,000
<u>Capital Outlay</u>				
81-40-4-420	Capital Improvements	Beach Parking	45,000	45,000
<u>Other Expenses</u>				
81-40-7-798	Development Agreements		20,000	20,000
	Total Budget			\$ 85,500

VILLAGE MARKET BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
85-50-1-110	Sales Tax	\$ -	\$ 82,766	\$ 110,099	\$ 110,000	\$ 110,000	\$ 110,000
Total Local Taxes		-	82,766	110,099	110,000	110,000	110,000
Miscellaneous Revenue							
85-50-7-700	Interest on Investments	-	153	1,810	3,000	2,800	3,000
Total Miscellaneous Revenue		-	153	1,810	3,000	2,800	3,000
Total Revenues		-	82,919	111,909	113,000	112,800	113,000
<u>Expenditures</u>							
Professional Services							
85-40-2-200	Legal	\$ 500	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
85-40-2-210	Auditing & Reporting	-	-	-	-	-	-
85-40-2-290	Other Professional Services	12,640	-	14,768	3,500	2,500	2,500
Total Professional Services		13,140	-	14,768	3,500	5,000	5,000
Total Expenditures		\$ 13,140	\$ -	\$ 14,768	\$ 3,500	\$ 5,000	\$ 5,000
Fund Balance Increase/(Decrease)		\$ (13,140)	\$ 82,919	\$ 97,141	\$ 109,500	\$ 107,800	\$ 108,000
Beginning Fund Balance		\$ -	\$ (13,140)	\$ 89,779	\$ 166,920	\$ 166,920	\$ 276,420
Ending Fund Balance		\$ (13,140)	\$ 69,779	\$ 166,920	\$ 276,420	\$ 274,720	\$ 384,420

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: Village Market Business District

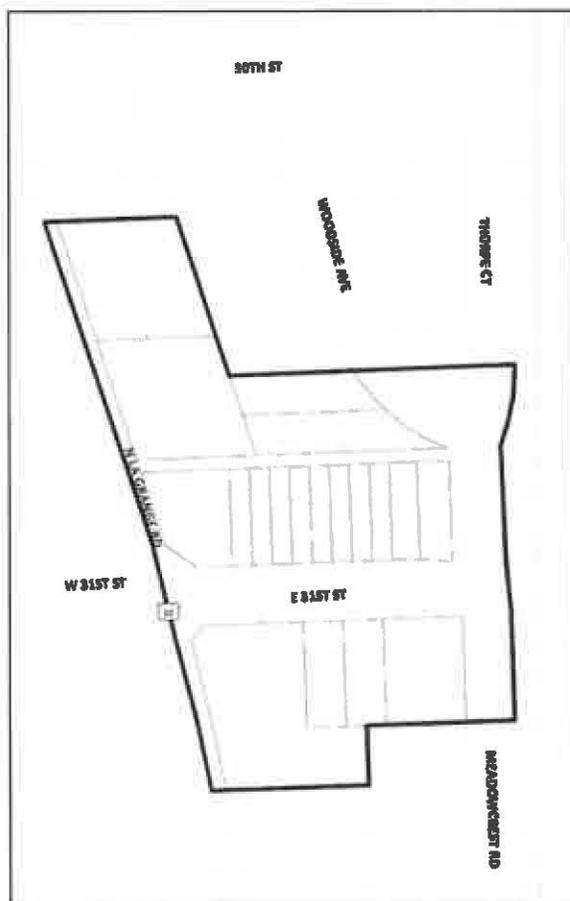
Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
85-40-2-200	Legal		\$ 2,500	\$ 2,500
85-40-2-290	Other Professional Services		2,500	2,500
	Total Budget			\$ 5,000

31ST / NORTH LA GRANGE BUSINESS DISTRICT FUND

The 31st / North La Grange Business District Fund was established to budget and track the revenues and project costs within the 31st / North La Grange Business District.

Business Districts are a public financing tool used to promote redevelopment and reinvestment in public infrastructure, and fund other community-improvement projects. The business district allows the Village to implement an additional sales tax of up to 1% on retail goods within the district boundaries for up to 23 years. Certain sales are exempt, such as drugs, medicines, and food.



31ST / NORTH LA GRANGE BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
86-50-1-110	Sales Tax	\$ -	\$ 39,373	\$ 55,134	\$ 63,000	\$ 54,000	\$ 63,000
Total Local Taxes		-	39,373	55,134	63,000	54,000	63,000
Miscellaneous Revenue							
86-50-7-700	Interest on Investments	-	68	737	1,500	1,400	1,500
Total Miscellaneous Revenue		-	68	737	1,500	1,400	1,500
Total Revenues		-	39,441	55,871	64,500	55,400	64,500
<u>Expenditures</u>							
Professional Services							
86-40-2-200	Legal	\$ 880	\$ 715	\$ 132	\$ 2,500	\$ 2,500	\$ 2,500
86-40-2-210	Auditing & Reporting	-	-	-	-	-	-
86-40-2-290	Other Professional Services	13,582	-	-	2,500	2,500	2,500
Total Professional Services		14,462	715	132	5,000	5,000	5,000
Total Expenditures		\$ 14,462	\$ 715	\$ 132	\$ 5,000	\$ 5,000	\$ 5,000
Fund Balance Increase/(Decrease)		\$ (14,462)	\$ 38,726	\$ 55,739	\$ 59,500	\$ 50,400	\$ 59,500
Beginning Fund Balance		\$ -	\$ (14,462)	\$ 24,264	\$ 80,003	\$ 80,003	\$ 139,503
Ending Fund Balance		\$ (14,462)	\$ 24,264	\$ 80,003	\$ 139,503	\$ 130,403	\$ 199,003

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: 31st /North La Grange Business District

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
86-40-2-200	Legal		\$ 2,500	\$ 2,500
86-40-2-290	Other Professional Services		2,500	2,500
	Total Budget			\$ 5,000

31ST / MAPLE BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

<u>Revenues</u>		Actual	Actual	Actual	Projected	Budget	Budget
<u>Account Number</u>	<u>Description</u>	<u>FY 2016/17</u>	<u>FY 2017/18</u>	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>
Local Taxes							
87-50-1-110	Sales Tax	\$ -	\$ 17,778	\$ 22,384	\$ 24,000	\$ 22,000	\$ 24,000
Total Local Taxes		-	17,778	22,384	24,000	22,000	24,000
Miscellaneous Revenue							
87-50-7-700	Interest on Investments	-	33	206	500	400	500
Total Miscellaneous Revenue		-	33	206	500	400	500
Total Revenues		-	17,811	22,590	24,500	22,400	24,500
<u>Expenditures</u>							
Professional Services							
87-40-2-200	Legal	\$ 880	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
87-40-2-210	Auditing & Reporting	-	-	-	-	-	-
87-40-2-290	Other Professional Services	12,853	-	-	-	2,500	2,500
Total Professional Services		13,733	-	-	-	5,000	5,000
Total Expenditures		\$ 13,733	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Fund Balance Increase/(Decrease)		\$ (13,733)	\$ 17,811	\$ 22,590	\$ 24,500	\$ 17,400	\$ 19,500
Beginning Fund Balance		\$ -	\$ (13,733)	\$ 4,078	\$ 26,668	\$ 26,668	\$ 51,168
Ending Fund Balance		\$ (13,733)	\$ 4,078	\$ 26,668	\$ 51,168	\$ 44,068	\$ 70,668

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: 31st / Maple Business District

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
87-40-2-200	Legal		\$ 2,500	\$ 2,500
87-40-2-290	Other Professional Services		2,500	2,500
	Total Budget			\$ 5,000

31ST / BARNSDALE BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
 Fiscal Year 2020/21 Budget

Revenues		Actual	Actual	Actual	Projected	Budget	Budget
Account Number	Description	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2019/20	FY 2020/21
Local Taxes							
88-50-1-110	Sales Tax	\$ -	\$ 56,354	\$ 103,287	\$ 105,000	\$ 102,000	\$ 105,000
Total Local Taxes		-	56,354	103,287	105,000	102,000	105,000
Miscellaneous Revenue							
88-50-7-700	Interest on Investments	-	30	380	500	500	500
Total Miscellaneous Revenue		-	30	380	500	500	500
Total Revenues		-	56,384	103,667	105,500	102,500	105,500
Expenditures							
Professional Services							
88-40-2-200	Legal	\$ 2,890	\$ -	\$ 1,280	\$ 2,500	\$ 2,500	\$ 2,500
88-40-2-210	Auditing & Reporting	-	-	-	-	-	-
88-40-2-220	Engineering	-	10,800	-	-	-	-
88-40-2-290	Other Professional Services	12,640	2,700	-	2,500	2,500	2,500
Total Professional Services		15,530	13,500	1,280	5,000	5,000	5,000
Capital Outlay							
88-40-4-420	Capital Improvements	-	88,836	-	-	-	-
Total Other Services		-	88,836	-	-	-	-
Other Expenses							
88-40-7-798	Development Agreements	-	-	9,600	20,000	20,000	20,000
Total Other Expenses		-	-	9,600	20,000	20,000	20,000
Total Expenditures		\$ 15,530	\$ 102,336	\$ 10,860	\$ 25,000	\$ 25,000	\$ 25,000
Fund Balance Increase/(Decrease)		\$ (15,530)	\$ (45,952)	\$ 92,807	\$ 80,500	\$ 77,500	\$ 80,500
Beginning Fund Balance		\$ -	\$ (15,530)	\$ (61,482)	\$ 31,325	\$ 31,325	\$ 111,825
Ending Fund Balance		\$ (15,530)	\$ (61,482)	\$ 31,325	\$ 111,825	\$ 108,825	\$ 192,325

**Budget Detail Worksheet
Fiscal Year 2020/21**

Fund: 31st /Barnsdale Business District

Department: Administration & Finance

Account Number	Description	Detail	Amount	Total
<u>Professional Services</u>				
88-40-2-200	Legal		\$ 2,500	\$ 2,500
88-40-2-290	Other Professional Services		2,500	2,500
<u>Other Expenses</u>				
88-40-7-798	Development Agreements		20,000	20,000
	Total Budget			\$ 25,000

FOREIGN FIRE INSURANCE FUND
VILLAGE OF LA GRANGE PARK
Fiscal Year 2020/21 Budget

	<u>Actual</u> <u>FY 2016/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
<u>Revenues</u>						
Foreign Fire Insurance Tax	\$ 11,081	\$ 12,444	\$ 13,875	\$ 17,042	\$ 15,000	\$ 17,000
Total Revenues	\$ 11,081	\$ 12,444	\$ 13,875	\$ 17,042	\$ 15,000	\$ 17,000
<u>Expenditures</u>						
Fire Department	\$ 8,390	\$ 5,219	\$ 12,124	\$ 15,000	\$ 20,000	\$ 20,000
Total Expenditures	\$ 8,390	\$ 5,219	\$ 12,124	\$ 15,000	\$ 20,000	\$ 20,000
Fund Balance Increase/(Decrease)	\$ 2,691	\$ 7,225	\$ 1,751	\$ 2,042	\$ (5,000)	\$ (3,000)
Beginning Fund Balance	\$ 22,842	\$ 25,533	\$ 32,758	\$ 34,509	\$ 34,509	\$ 36,551
Ending Fund Balance	\$ 25,533	\$ 32,758	\$ 34,509	\$ 36,551	\$ 29,509	\$ 33,551

POLICE PENSION FUND
VILLAGE OF LA GRANGE PARK
Fiscal Year 2020/21 Budget

	<u>Actual</u> <u>FY 2016/17</u>	<u>Actual</u> <u>FY 2017/18</u>	<u>Actual</u> <u>FY 2018/19</u>	<u>Projected</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2019/20</u>	<u>Budget</u> <u>FY 2020/21</u>
<u>Additions</u>						
Employee Contributions	\$ 179,206	\$ 181,495	\$ 187,915	\$ 195,600	\$ 198,100	\$ 199,100
Interest	238,278	331,490	397,376	300,000	300,000	350,000
Employer Contribution	884,230	853,918	1,046,893	1,203,550	1,100,000	1,250,000
Total Revenues	\$ 1,281,714	\$ 1,366,903	\$ 1,632,184	\$ 1,699,150	\$ 1,598,100	\$ 1,799,100
<u>Deductions</u>						
Pension Benefits	\$ 1,255,696	\$ 1,349,403	\$ 1,450,024	\$ 1,562,000	\$ 1,602,840	\$ 1,603,000
Contribution Refunds	70,469	-	-	-	-	-
Administrative Services	49,753	51,417	52,149	54,000	55,000	56,000
Investment Services	55,104	56,827	60,146	60,000	56,000	60,000
Total Expenditures	\$ 1,431,022	\$ 1,457,647	\$ 1,562,319	\$ 1,676,000	\$ 1,713,840	\$ 1,719,000
Fund Balance Increase/(Decrease)	\$ (149,308)	\$ (90,744)	\$ 69,865	\$ 23,150	\$ (115,740)	\$ 80,100
Unrealized Investment Gain/(Loss)	1,097,618	807,693	624,846	733,000	776,000	736,000
Beginning Net Position	\$ 13,087,348	\$ 14,035,658	\$ 14,752,607	\$ 14,752,607	\$ 14,752,607	\$ 15,508,757
Ending Net Position	\$ 14,035,658	\$ 14,752,607	\$ 15,447,318	\$ 15,508,757	\$ 15,412,867	\$ 16,324,857



**Draft Five Year Plan #2
April 2, 2020**

Fiscal Years 2020/21 - 2024/25

**This draft five year plan includes
proposed changes to the March 3, 2020
Draft.**

**This is for discussion at the April 14,
2020 Finance Committee Meeting.**

GENERAL FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Property Tax	1.5%	\$ 3,650,000	\$ 3,820,000	\$ 3,725,000	\$ 3,780,875	\$ 3,837,588	\$ 3,895,162	\$ 3,953,579
Sales Tax	4.0%	582,000	575,000	520,000	540,800	562,432	584,929	606,326
Other Local Taxes	-1.0%	956,000	940,500	915,500	906,345	897,282	888,308	879,426
Licenses	0.0%	324,900	319,625	319,700	319,700	319,700	319,700	319,700
Permits	0.0%	311,000	248,300	259,500	259,500	259,500	259,500	259,500
State Income Tax	5.0%	1,380,000	1,400,000	1,200,000	1,280,000	1,323,000	1,389,150	1,458,608
Other Intergovernmental Grants	2.0%	450,000	521,210	516,200	526,524	537,054	547,795	558,751
Charges for Services	0.0%	2,000	17,060	2,000	2,000	2,000	2,000	2,000
Fines & Forfeitures	0.0%	491,600	492,100	502,100	502,100	502,100	502,100	502,100
Miscellaneous Revenues	0.0%	187,000	172,000	182,000	182,000	182,000	182,000	182,000
Miscellaneous Revenues	2.0%	880,000	752,800	832,000	844,640	857,533	870,684	884,098
Total Revenues		\$ 8,994,500	\$ 9,058,595	\$ 8,774,000	\$ 8,924,484	\$ 9,080,189	\$ 9,241,319	\$ 9,408,088
Expenditures								
Administration & Finance								
Salaries & Wages	2.0%	\$ 520,770	\$ 524,930	\$ 533,000	\$ 543,660	\$ 554,533	\$ 565,624	\$ 576,936
Professional Services	2.0%	124,090	121,190	128,390	130,958	133,577	136,249	138,974
Other Services	2.0%	53,580	54,580	49,780	50,776	51,792	52,828	53,885
Capital Outlay	2.0%	2,000	2,000	3,000	3,080	3,121	3,183	3,247
Supplies	2.0%	7,030	8,870	8,710	8,884	9,062	9,243	9,428
IMRF/FICA	2.0%	76,800	71,940	84,400	86,088	87,810	89,566	91,357
Insurance	3.0%	88,440	88,440	77,990	80,330	82,740	85,222	87,779
Other Expenses	2.0%	44,500	44,500	44,250	45,135	46,038	46,959	47,898
Comprehensive Plan Update		-	-	-	-	-	-	50,000
Total Administration & Finance		917,210	916,250	929,520	946,891	966,673	986,674	1,059,504
Police Department								
Salaries & Wages	2.0%	2,356,030	2,333,620	2,379,035	2,426,616	2,475,148	2,524,651	2,575,144
Professional Services	2.0%	300,100	317,500	275,800	281,316	286,942	292,681	298,535
Other Services	2.0%	151,400	132,700	81,400	83,026	84,689	86,383	88,111
Capital Outlay	2.0%	5,000	18,000	1,000	1,020	1,040	1,061	1,082
Supplies	2.0%	79,300	79,800	94,900	96,798	98,734	100,709	102,723
IMRF/FICA	2.0%	55,700	54,200	58,200	57,324	58,470	59,639	60,832
Police Pension	4.0%	1,100,000	1,203,550	1,250,000	1,300,000	1,352,000	1,406,080	1,462,323
Insurance	3.0%	470,100	470,100	476,100	490,383	505,094	520,247	535,854
Other Expenses	2.0%	36,600	43,850	56,925	58,064	59,225	60,410	61,618
Total Police		4,654,230	4,653,320	4,671,360	4,794,549	4,921,342	5,051,861	5,186,222
Fire Department								
Salaries & Wages	2.0%	668,205	696,163	698,651	712,624	726,876	741,414	756,242
Professional Services	2.0%	303,485	303,485	260,460	265,669	270,982	276,402	281,930
Other Services	2.0%	808,080	808,240	587,785	599,541	611,532	623,763	636,238
Capital Outlay	2.0%	28,100	29,525	21,900	22,338	22,785	23,241	23,706
Supplies	2.0%	58,410	59,400	56,710	57,844	59,001	60,181	61,385
IMRF/FICA	2.0%	63,400	65,500	68,400	69,768	71,163	72,586	74,038
Insurance	3.0%	40,990	40,990	43,125	44,419	45,752	47,125	48,539
Other Expenses	2.0%	58,970	58,970	63,345	64,612	65,904	67,222	68,566
Total Fire Department		1,829,620	1,862,273	1,800,376	1,836,815	1,873,995	1,911,934	1,950,644
Public Works Department								
Salaries & Wages	2.0%	509,730	477,515	504,860	514,957	525,256	535,781	546,476
Professional Services	2.0%	3,000	3,000	8,000	8,160	8,323	8,489	8,659
Other Services	2.0%	308,090	300,320	224,260	228,745	233,320	237,986	242,746
Capital Outlay	2.0%	7,000	8,300	2,000	2,040	2,081	2,123	2,165
Supplies	2.0%	71,200	69,200	69,800	71,196	72,620	74,072	75,553
IMRF/FICA	2.0%	74,300	68,000	79,300	80,886	82,504	84,154	85,837
Insurance	3.0%	125,910	125,910	135,215	139,271	143,449	147,752	152,185
Other Expenses	2.0%	8,300	7,800	9,550	9,741	9,936	10,136	10,338
Total Public Works		1,107,530	1,060,045	1,032,985	1,054,896	1,077,489	1,100,472	1,123,959

GENERAL FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Building Department								
Salaries & Wages	2.0%	170,770	171,105	178,900	182,478	186,128	189,851	193,648
Professional Services	2.0%	108,900	80,000	77,000	78,540	80,111	81,713	83,347
Other Services	2.0%	11,720	11,270	12,830	13,087	13,349	13,616	13,888
Capital Outlay	2.0%	500	500	2,000	2,040	2,081	2,123	2,165
Supplies	2.0%	5,800	5,800	5,800	5,712	5,826	5,943	6,062
IMRF/FICA	2.0%	25,500	24,370	28,700	29,274	29,859	30,458	31,065
Insurance	3.0%	29,580	29,080	30,570	31,487	32,432	33,405	34,407
Other Expenses	2.0%	2,600	2,620	2,750	2,805	2,861	2,918	2,976
Total Building		353,170	324,725	338,350	345,423	352,647	360,025	367,558
Transfer to Capital Projects Fund		500,000	500,000	250,000	400,000	400,000	200,000	200,000
Total Expenditures & Transfers Out		\$ 9,261,760	\$ 9,316,613	\$ 9,022,591	\$ 9,380,674	\$ 9,594,146	\$ 9,813,166	\$ 9,887,887
Fund Balance Increase/(Decrease)		\$ (267,260)	\$ (258,018)	\$ (248,591)	\$ (456,190)	\$ (513,957)	\$ (371,847)	\$ (479,799)
Beginning Fund Balance		\$ 8,203,955	\$ 8,203,955	\$ 5,945,937	\$ 5,697,346	\$ 5,241,156	\$ 4,727,199	\$ 4,355,352
Ending Fund Balance		\$ 5,936,695	\$ 5,945,937	\$ 5,697,346	\$ 5,241,156	\$ 4,727,199	\$ 4,355,352	\$ 3,875,553
Adjustment to Available Cash ¹		(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)	(1,418,717)
Available Cash at Fiscal Year End		\$ 4,517,978	\$ 4,527,220	\$ 4,278,629	\$ 3,822,439	\$ 3,308,482	\$ 2,936,635	\$ 2,456,836
Minimum Standard ²		\$ 2,248,125	\$ 2,280,364	\$ 2,193,000	\$ 2,230,621	\$ 2,269,547	\$ 2,309,890	\$ 2,351,522
Over (Under)		\$ 2,269,853	\$ 2,246,856	\$ 2,085,629	\$ 1,591,818	\$ 1,038,935	\$ 626,745	\$ 105,314

1. Includes receivables and deposits as of year end.

2. Minimum standard is 25% of budgeted revenues excluding transfers in, grants, and bond proceeds.

WATER FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Charges for Services		4,397,000	4,397,000	4,360,000	4,534,000	4,625,000	4,718,000	4,812,000
Miscellaneous Revenues	0.0%	18,000	45,850	14,000	14,000	14,000	14,000	14,000
Total Revenues		\$ 4,415,000	\$ 4,442,850	\$ 4,374,000	\$ 4,548,000	\$ 4,639,000	\$ 4,732,000	\$ 4,826,000
Expenditures								
<i>Administration</i>								
Salaries & Wages	2.0%	\$ 91,375	\$ 92,025	\$ 96,160	\$ 98,083	\$ 100,045	\$ 102,046	\$ 104,087
Professional Services	2.0%	15,540	15,540	18,940	19,319	19,705	20,099	20,501
Other Services	2.0%	19,310	21,310	30,170	30,773	31,388	32,016	32,656
Capital Outlay		58,240	38,000	26,760	3,790	12,630	1,910	6,860
Supplies	2.0%	1,090	1,330	1,500	1,530	1,561	1,592	1,624
IMRF/FICA	2.0%	13,800	12,890	15,300	15,606	15,918	16,236	16,561
Insurance	3.0%	15,700	15,700	13,830	14,245	14,672	15,112	15,565
Other Expenses	2.0%	5,780	5,780	6,145	6,268	6,393	6,521	6,651
Total Administration		220,835	200,375	208,805	189,614	202,312	195,532	204,505
<i>Distribution</i>								
Salaries & Wages	2.0%	264,890	248,720	264,445	269,734	275,129	280,632	286,245
Professional Services		357,500	368,902	310,700	356,000	201,000	181,000	186,000
Other Services	2.0%	228,540	220,940	228,300	232,866	237,523	242,273	247,118
Capital Outlay		1,358,460	865,200	1,707,800	2,012,740	1,363,000	1,029,500	701,000
Supplies	2.0%	138,050	122,550	145,050	147,951	150,910	153,928	157,007
Water	0.0%	2,000,000	2,000,000	2,020,000	2,020,000	2,020,000	2,020,000	2,020,000
IMRF/FICA	2.0%	38,700	35,400	41,400	42,228	43,073	43,934	44,813
Insurance	3.0%	73,570	73,570	74,765	77,008	79,318	81,698	84,149
Other Expenses	2.0%	4,500	5,800	5,600	5,712	5,826	5,943	6,062
Total Distribution		4,460,210	3,941,082	4,796,080	5,164,239	4,375,779	4,018,908	3,712,394
Total Expenditures		\$ 4,680,845	\$ 4,141,457	\$ 5,006,885	\$ 5,353,853	\$ 4,578,091	\$ 4,214,440	\$ 3,918,899
Fund Balance Increase/(Decrease)		\$ (265,845)	\$ 301,393	\$ (632,885)	\$ (805,853)	\$ 60,909	\$ 517,560	\$ 909,101
Beginning Fund Balance¹		\$ 3,254,948	\$ 3,254,948	\$ 3,556,341	\$ 2,923,476	\$ 2,117,623	\$ 2,178,532	\$ 2,896,092
Ending Fund Balance¹		\$ 2,989,103	\$ 3,556,341	\$ 2,923,476	\$ 2,117,623	\$ 2,178,532	\$ 2,696,092	\$ 3,805,193
Adjustment to Available Cash¹		(840,787)	(840,787)	(840,787)	(840,787)	(840,787)	(840,787)	(840,787)
Available Cash at Fiscal Year End		\$ 2,148,316	\$ 2,715,554	\$ 2,082,689	\$ 1,276,836	\$ 1,337,745	\$ 1,855,305	\$ 2,764,406
Minimum Standard³		\$ 1,103,750	\$ 1,110,713	\$ 1,093,500	\$ 1,137,000	\$ 1,159,750	\$ 1,183,000	\$ 1,206,500
Over (Under)		\$ 1,044,566	\$ 1,604,842	\$ 989,189	\$ 139,836	\$ 177,995	\$ 672,305	\$ 1,557,906

1. Net position excluding investment in capital assets.
2. Includes receivables and deposits as of year end.
3. Minimum standard is 25% of budgeted revenues excluding transfers in, grants, and bond proceeds.

SEWER FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Intergovernmental Revenue	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services		1,131,000	1,131,000	1,120,000	1,165,000	1,188,000	1,212,000	1,236,000
Miscellaneous Revenue	0.0%	20,000	27,000	5,000	5,000	5,000	5,000	5,000
Total Revenues		\$ 1,151,000	\$ 1,158,000	\$ 1,125,000	\$ 1,170,000	\$ 1,193,000	\$ 1,217,000	\$ 1,241,000
Expenditures								
<i>Administration</i>								
Salaries & Wages	2.0%	\$ 78,220	\$ 78,885	\$ 82,985	\$ 84,645	\$ 86,338	\$ 88,085	\$ 89,826
Professional Services	2.0%	15,290	15,290	18,840	19,217	19,601	19,993	20,393
Other Services	2.0%	13,380	14,880	22,080	22,522	22,972	23,431	23,900
Capital Outlay		56,860	33,000	22,800	1,990	11,080	1,850	5,980
Supplies	2.0%	900	1,150	1,290	1,316	1,342	1,369	1,398
IMRF/FICA	2.0%	11,700	10,880	12,900	13,168	13,421	13,889	13,963
Insurance	3.0%	13,440	13,440	12,010	12,370	12,741	13,123	13,517
Other Expenses	2.0%	54,500	54,500	54,785	55,881	56,999	58,139	59,302
Total Administration		244,290	222,025	227,690	211,099	224,494	219,658	228,277
<i>Operations & Maintenance</i>								
Salaries & Wages	2.0%	82,320	79,185	82,170	83,813	85,489	87,199	88,943
Professional Services		61,250	61,250	99,250	80,000	80,000	80,000	80,000
Other Services	2.0%	81,850	82,100	106,910	109,048	111,229	113,454	115,723
Capital Outlay		474,320	443,820	303,600	320,580	322,000	309,500	300,000
Supplies	2.0%	28,400	28,400	27,200	27,744	28,299	28,865	29,442
IMRF/FICA	2.0%	12,200	10,900	13,100	13,362	13,629	13,902	14,180
Insurance	3.0%	22,930	22,930	23,310	24,009	24,729	25,471	26,235
Other Expenses	2.0%	1,500	1,500	1,500	1,530	1,561	1,592	1,624
Total Operations & Maintenance		762,770	728,085	657,040	660,086	686,936	659,983	656,147
Bond Principal Payments		310,000	310,000	315,000	315,000	325,000	335,000	345,000
Bond Interest Payments		81,750	81,750	72,450	72,450	63,000	53,250	43,200
		391,750	391,750	387,450	387,450	388,000	388,250	388,200
Total Expenditures		\$ 1,398,810	\$ 1,341,860	\$ 1,272,180	\$ 1,258,635	\$ 1,279,430	\$ 1,267,892	\$ 1,272,624
Fund Balance Increase/(Decrease)		\$ (247,810)	\$ (183,860)	\$ (147,180)	\$ (88,635)	\$ (86,430)	\$ (50,892)	\$ (31,624)
Beginning Fund Balance¹		\$ 1,543,095	\$ 1,543,095	\$ 1,359,235	\$ 1,212,055	\$ 1,123,420	\$ 1,036,990	\$ 986,098
Ending Fund Balance¹		\$ 1,295,285	\$ 1,359,235	\$ 1,212,055	\$ 1,123,420	\$ 1,036,990	\$ 986,098	\$ 954,474
Adjustment to Available Cash²		(108,432)	(108,432)	(108,432)	(108,432)	(108,432)	(108,432)	(108,432)
Reserved for Bond Abatement		(391,750)	(391,750)	(387,450)	(388,000)	(388,250)	(388,200)	(392,850)
Available Cash at Fiscal Year End		\$ 795,103	\$ 859,053	\$ 716,173	\$ 626,988	\$ 540,308	\$ 489,466	\$ 453,192
Minimum Standard³		\$ 287,750	\$ 289,500	\$ 281,250	\$ 292,500	\$ 298,250	\$ 304,250	\$ 310,250
Over (Under)		\$ 507,353	\$ 569,553	\$ 434,923	\$ 334,488	\$ 242,058	\$ 185,216	\$ 142,942

1. Net position excluding investment in capital assets.

2. Includes receivables and deposits as of year end.

3. Minimum standard is 25% of budgeted revenues excluding transfers in, grants, and bond proceeds.

MOTOR FUEL TAX FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
State Motor Fuel Tax	0.0%	\$ 350,000	\$ 510,000	\$ 560,000	\$ 530,000	\$ 530,000	\$ 530,000	\$ 530,000
Miscellaneous Revenue	0.0%	15,000	15,000	5,000	5,000	5,000	5,000	5,000
Total Revenues		\$ 365,000	\$ 525,000	\$ 565,000	\$ 535,000	\$ 535,000	\$ 535,000	\$ 535,000
Expenditures								
Professional Services		\$ 27,000	\$ -	\$ 32,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Services	2.0%	201,500	107,000	331,000	337,620	344,372	351,259	358,284
Supplies	2.0%	104,500	104,500	104,500	106,590	108,722	110,896	113,114
Total Expenditures		\$ 333,000	\$ 211,500	\$ 467,500	\$ 464,210	\$ 473,094	\$ 482,155	\$ 491,398
Fund Balance Increase/(Decrease)		\$ 32,000	\$ 313,500	\$ 97,500	\$ 70,790	\$ 61,906	\$ 52,845	\$ 43,602
Beginning Fund Balance		\$ 746,309	\$ 746,309	\$ 1,059,809	\$ 1,157,309	\$ 1,228,099	\$ 1,290,005	\$ 1,342,850
Ending Fund Balance		\$ 778,309	\$ 1,059,809	\$ 1,157,309	\$ 1,228,099	\$ 1,290,005	\$ 1,342,850	\$ 1,386,452
Adjustment to Available Cash ¹		(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Available Cash at Fiscal Year End		\$ 728,309	\$ 1,009,809	\$ 1,107,309	\$ 1,178,099	\$ 1,240,005	\$ 1,292,850	\$ 1,336,452
Minimum Standard ²		\$ 91,250	\$ 131,250	\$ 141,250	\$ 133,750	\$ 133,750	\$ 133,750	\$ 133,750
Over (Under)		\$ 637,059	\$ 878,559	\$ 966,059	\$ 1,044,349	\$ 1,106,255	\$ 1,159,100	\$ 1,202,702

1. Includes receivables and deposits as of year end.

2. Minimum standard is 25% of budgeted revenues excluding transfers in, grants, and bond proceeds.

RISK MANAGEMENT FUND
VILLAGE OF LA GRANGE PARK
 Five Year Financial Plan

	RATE ASSUMPTION	FY 18/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues / Inflows								
Miscellaneous Revenue	0.0%	\$ 52,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
Interfund Transfers	3.0%	183,000	183,000	183,000	188,490	194,145	199,969	205,968
Total Revenues / Inflows		\$ 235,000	\$ 245,000	\$ 245,000	\$ 250,490	\$ 258,145	\$ 261,969	\$ 267,968
Expenditures								
Professional Services	2.0%	\$ 205,000	\$ 194,460	\$ 205,000	\$ 209,100	\$ 213,282	\$ 217,548	\$ 221,899
Other Services	0.0%	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Supplies	0.0%	10,000	30,000	20,000	20,000	20,000	20,000	20,000
Training	0.0%	-	5,000	5,000	5,000	5,000	5,000	5,000
Total Expenditures		\$ 235,000	\$ 249,460	\$ 250,000	\$ 254,100	\$ 258,282	\$ 262,548	\$ 266,899
Fund Balance Increase/(Decrease)		\$ -	\$ (4,460)	\$ (5,000)	\$ (3,610)	\$ (2,137)	\$ (579)	\$ 1,069
Beginning Fund Balance		\$ 1,014,089	\$ 1,014,089	\$ 1,009,629	\$ 1,004,629	\$ 1,001,019	\$ 998,882	\$ 998,303
Ending Fund Balance		\$ 1,014,089	\$ 1,009,629	\$ 1,004,629	\$ 1,001,019	\$ 998,882	\$ 998,303	\$ 999,372
Adjustment to Available Cash ¹		(946,052)	(946,052)	(946,052)	(946,052)	(946,052)	(946,052)	(946,052)
Available Cash at Fiscal Year End		\$ 68,037	\$ 63,577	\$ 58,577	\$ 54,967	\$ 52,830	\$ 52,251	\$ 53,320
Minimum Standard ²		50,000	50,000	50,000	50,000	50,000	50,000	50,000
Over (Under)		\$ 18,037	\$ 13,577	\$ 8,577	\$ 4,967	\$ 2,830	\$ 2,251	\$ 3,320

1. Includes receivables and deposits as of year end.

2. Minimum standard for the Risk Management Fund will be set based on deductible level.

DEBT SERVICE FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Property Tax		1,287,000	1,289,000	1,135,000	1,238,000	1,238,000	1,238,000	1,238,000
Interest on Investments		10,000	12,000	10,000	10,000	10,000	10,000	10,000
Total Revenues		1,307,000	1,301,000	1,145,000	1,248,000	1,248,000	1,248,000	1,248,000
Expenditures								
Miscellaneous Services	0.0%	1,000	475	1,000	1,000	1,000	1,000	1,000
Principal Payments		845,000	845,000	885,000	930,000	975,000	1,025,000	1,075,000
Interest Payments		402,750	402,750	360,500	318,250	269,750	221,000	169,750
Total Expenditures		1,248,750	1,248,225	1,246,500	1,247,250	1,245,750	1,247,000	1,245,750
Fund Balance Increase/(Decrease)		58,250	52,775	(101,500)	750	2,250	1,000	2,250
Beginning Fund Balance		806,325	806,325	859,100	757,600	758,350	760,600	781,600
Ending Fund Balance		864,575	859,100	757,600	758,350	760,600	761,600	783,850

CAPITAL PROJECTS FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Grants		\$ 50,000	\$ 44,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Miscellaneous Revenue		6,200	27,000	1,000	3,100	4,900	(1,500)	(1,100)
Transfer From General Fund		500,000	500,000	250,000	400,000	400,000	200,000	200,000
Total Revenues		\$ 556,200	\$ 571,000	\$ 251,000	\$ 478,100	\$ 404,900	\$ 198,500	\$ 198,900
Expenditures								
Engineering		-	900	-	-	-	-	-
Sidewalks		-	-	-	-	-	-	-
Buildings & Grounds		-	-	29,880	88,080	1,080	45,000	-
Admin Vehicles & Equipment		50,000	44,000	-	-	-	-	-
Police Vehicles & Equipment		34,000	80,000	41,000	41,000	66,000	42,000	87,000
Fire Vehicles & Equipment		91,000	93,700	45,000	27,000	785,000	-	-
PW Vehicles & Equipment		67,000	63,380	-	120,000	132,000	67,000	-
Building Vehicles & Equipment		28,000	-	28,100	-	-	-	-
Information Technology Equipment		318,300	201,110	177,380	13,500	81,860	20,000	45,980
Total Expenditures		\$ 588,300	\$ 483,070	\$ 321,340	\$ 289,580	\$ 1,045,740	\$ 164,000	\$ 132,980
Fund Balance Increase/(Decrease)		\$ (32,100)	\$ 87,930	\$ (70,340)	\$ 188,520	\$ (640,840)	\$ 34,500	\$ 65,920
Beginning Fund Balance		\$ 288,439	\$ 288,439	\$ 378,369	\$ 306,029	\$ 494,549	\$ (146,291)	\$ (111,791)
Ending Fund Balance		\$ 256,339	\$ 376,369	\$ 308,029	\$ 494,549	\$ (146,291)	\$ (111,791)	\$ (45,871)
Assigned for Fire Pumper Truck		(200,000)	(200,000)	(300,000)	(400,000)	-	-	-
Assigned for Fire Rescue Truck		-	-	-	-	-	-	(130,000)
Adjustment to Available Cash ¹		-	-	-	-	-	-	-
Available Cash at Fiscal Year End		\$ 56,339	\$ 176,369	\$ 6,029	\$ 94,549	\$ (146,291)	\$ (111,791)	\$ (175,871)

ROAD BOND FUND
VILLAGE OF LA GRANGE PARK
 Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Interest on Investments		\$ 8,000	\$ 10,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Grants		-	-	-	-	-	-	-
Total Revenues		\$ 8,000	\$ 10,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Expenditures								
Professional Services		\$ 152,000	\$ 180,000	\$ 63,000	\$ -	\$ -	\$ -	\$ -
Street Resurfacing		1,648,000	1,225,000	431,000	-	-	-	-
Total Expenditures		\$ 1,800,000	\$ 1,385,000	\$ 494,000	\$ -	\$ -	\$ -	\$ -
Fund Balance Increase/(Decrease)		\$ (1,792,000)	\$ (1,375,000)	\$ (493,000)	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance		\$ 1,894,002	\$ 1,894,002	\$ 519,002	\$ 26,002	\$ 26,002	\$ 26,002	\$ 26,002
Ending Fund Balance		\$ 102,002	\$ 519,002	\$ 26,002				

VILLAGE MARKET TAX INCREMENT FINANCING FUND
VILLAGE OF LA GRANGE PARK
 Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Property Tax	2.0%	\$ 224,000	\$ 212,000	\$ 212,000	\$ 216,240	\$ 220,565	\$ 224,976	\$ 229,476
Interest on Investments		5,000	8,000	5,000	10,000	15,000	20,000	25,000
Total Revenues		\$ 229,000	\$ 218,000	\$ 217,000	\$ 226,240	\$ 235,565	\$ 244,976	\$ 254,476
Expenditures								
Professional Services	0.0%	\$ 12,500	\$ 12,500	\$ 12,500	12,500	12,500	12,500	12,500
Other Expenses	0.0%	325	325	-	-	-	-	-
Total Expenditures		\$ 12,825	\$ 12,825	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
Fund Balance Increase/(Decrease)		\$ 216,175	\$ 205,175	\$ 204,500	\$ 213,740	\$ 223,065	\$ 232,476	\$ 241,976
Beginning Fund Balance		\$ 297,831	\$ 297,831	\$ 503,006	\$ 707,506	\$ 921,246	\$ 1,144,311	\$ 1,376,787
Ending Fund Balance		\$ 514,006	\$ 503,006	\$ 707,506	\$ 921,246	\$ 1,144,311	\$ 1,376,787	\$ 1,618,763

31ST / BARNSDALE TAX INCREMENT FINANCING FUND
VILLAGE OF LA GRANGE PARK
 Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Property Tax	2.0%	\$ 315,000	\$ 198,000	\$ 200,000	\$ 204,000	\$ 208,080	\$ 212,242	\$ 216,487
Interest on Investments		5,000	8,000	5,000	10,000	15,000	20,000	25,000
Total Revenues		\$ 320,000	\$ 204,000	\$ 205,000	\$ 214,000	\$ 223,080	\$ 232,242	\$ 241,487
Expenditures								
Professional Services		\$ 26,500	\$ 20,000	\$ 20,500	16,500	16,500	16,500	16,500
Capital Outlay		80,000	-	45,000	-	-	-	-
Development Agreements		20,000	-	20,000	20,000	20,000	20,000	20,000
Other Expenses		325	-	-	-	-	-	-
Total Expenditures		\$ 106,825	\$ 20,000	\$ 85,500	\$ 36,500	\$ 36,500	\$ 36,500	\$ 36,500
Fund Balance Increase/(Decrease)		\$ 213,175	\$ 184,000	\$ 119,500	\$ 177,500	\$ 186,580	\$ 195,742	\$ 204,987
Beginning Fund Balance		\$ 312,796	\$ 312,796	\$ 496,796	\$ 616,296	\$ 793,796	\$ 980,376	\$ 1,176,118
Ending Fund Balance		\$ 525,971	\$ 496,796	\$ 616,296	\$ 793,796	\$ 980,376	\$ 1,176,118	\$ 1,381,105

VILLAGE MARKET BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
 Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Sales Tax	2.0%	\$ 110,000	\$ 110,000	\$ 110,000	\$ 112,200	\$ 114,444	\$ 116,733	\$ 119,068
Interest on Investments		2,800	3,000	3,000	4,000	5,000	6,000	7,000
Total Revenues		\$ 112,800	\$ 113,000	\$ 113,000	\$ 116,200	\$ 119,444	\$ 122,733	\$ 126,068
Expenditures								
Professional Services	0.0%	\$ 5,000	\$ 3,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditures		\$ 5,000	\$ 3,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Fund Balance Increase/(Decrease)		\$ 107,800	\$ 109,500	\$ 108,000	\$ 111,200	\$ 114,444	\$ 117,733	\$ 121,068
Beginning Fund Balance		\$ 166,920	\$ 166,920	\$ 276,420	\$ 384,420	\$ 495,820	\$ 610,064	\$ 727,797
Ending Fund Balance		\$ 274,720	\$ 276,420	\$ 384,420	\$ 495,620	\$ 610,064	\$ 727,797	\$ 848,865

31ST / NORTH LA GRANGE BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Sales Tax	2%	\$ 54,000	\$ 63,000	\$ 63,000	\$ 64,300	\$ 65,600	\$ 66,900	\$ 68,200
Interest on Investments		1,400	1,500	1,500	1,800	2,300	2,800	3,400
Total Revenues		\$ 55,400	\$ 64,500	\$ 64,500	\$ 66,100	\$ 67,900	\$ 69,700	\$ 71,600
Expenditures								
Professional Services	0%	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditures		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Fund Balance Increase/(Decrease)		\$ 50,400	\$ 59,500	\$ 59,500	\$ 61,100	\$ 62,900	\$ 64,700	\$ 66,600
Beginning Fund Balance		\$ 80,003	\$ 80,003	\$ 139,503	\$ 199,003	\$ 260,103	\$ 323,003	\$ 387,703
Ending Fund Balance		\$ 130,403	\$ 139,503	\$ 199,003	\$ 260,103	\$ 323,003	\$ 387,703	\$ 454,303

31ST / MAPLE DISTRICT FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Sales Tax	2.0%	\$ 22,000	\$ 24,000	\$ 24,000	\$ 24,500	\$ 25,000	\$ 25,500	\$ 26,000
Interest on Investments		400	500	500	800	1,200	1,800	2,000
Total Revenues		\$ 22,400	\$ 24,500	\$ 24,500	\$ 25,300	\$ 26,200	\$ 27,100	\$ 28,000
Expenditures								
Professional Services	0.0%	\$ 5,000	-	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditures		\$ 5,000	\$ -	\$ 5,000				
Fund Balance Increase/(Decrease)		\$ 17,400	\$ 24,500	\$ 19,500	\$ 20,300	\$ 21,200	\$ 22,100	\$ 23,000
Beginning Fund Balance		\$ 26,668	\$ 26,668	\$ 51,168	\$ 70,668	\$ 90,968	\$ 112,168	\$ 134,268
Ending Fund Balance		\$ 44,068	\$ 51,168	\$ 70,668	\$ 90,968	\$ 112,168	\$ 134,268	\$ 157,268

31ST / BARNSDALE BUSINESS DISTRICT FUND
VILLAGE OF LA GRANGE PARK
Five Year Financial Plan

	RATE ASSUMPTION	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5
Revenues								
Sales Tax	2.0%	\$ 102,000	\$ 105,000	\$ 105,000	\$ 107,100	\$ 109,200	\$ 111,400	\$ 113,600
Interest on Investments		\$ 500	\$ 500	\$ 500	\$ 1,000	\$ 2,000	\$ 3,000	\$ 4,000
Total Revenues		\$ 102,500	\$ 105,500	\$ 105,500	\$ 108,100	\$ 111,200	\$ 114,400	\$ 117,600
Expenditures								
Professional Services	0.0%	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay		-	-	-	-	-	-	-
Development Agreements		20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Expenditures		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Fund Balance Increase/(Decrease)		\$ 77,500	\$ 80,500	\$ 80,500	\$ 83,100	\$ 86,200	\$ 89,400	\$ 92,600
Beginning Fund Balance		\$ 31,325	\$ 31,325	\$ 111,825	\$ 192,325	\$ 275,425	\$ 361,625	\$ 451,025
Ending Fund Balance		\$ 108,825	\$ 111,825	\$ 192,325	\$ 275,425	\$ 361,625	\$ 451,025	\$ 543,625

VILLAGE OF LA GRANGE PARK
Capital Expenditures By Category
Fiscal Year 2020/21 thru Fiscal Year 2024/25

	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5	FIVE YEAR PLAN TOTAL
Street Construction								
Engineering	152,000	180,000	45,000					45,000
Road Paving	1,848,000	1,425,000	260,000					260,000
New Sidewalk		900						-
North Beach Parking Engineering	9,000	9,000						-
North Beach Parking Construction	60,000	60,000						-
Sub-Total	1,869,000	1,674,900	295,000	-	-	-	-	295,000
Water System								
Engineering	337,000	303,000	244,000	348,000	191,000	161,000	156,000	1,088,000
Water Main Replacement	1,300,000	812,000	1,500,000	1,950,000	1,298,000	1,000,000	700,000	6,448,000
Water Garage Doors	25,000		40,000					40,000
SCADA Upgrades	15,000	16,100						-
Sub-Total	1,677,000	1,131,100	1,784,000	2,298,000	1,487,000	1,161,000	856,000	7,574,000
Sewer System								
Engineering	59,750	59,750	52,000	40,000	40,000	40,000	40,000	212,000
Sewer Point Repairs	228,500	218,000	100,000	100,000	100,000	100,000	100,000	500,000
Sewer Lining	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000
Sub-Total	488,250	477,750	352,000	340,000	340,000	340,000	340,000	1,712,000
Public Buildings & Grounds								
Village Hall Improvements	-	-	5,000					5,000
Village Hall HVAC Improvements	-	-	17,840	10,000	1,500			29,340
Village Hall Server Room Improvements				75,000				75,000
Fire Station 2 Roof Replacement	-	-				45,000		45,000
Public Works HVAC Improvements	-	-	21,000	5,800				26,800
Sub-Total	-	-	43,840	90,800	1,500	45,000	-	181,140
Administration & Finance Equipment								
Board Room Audio and Video (Grant)	50,000	44,000	-					-
Sub-Total	50,000	44,000	-	-	-	-	-	-
Police Vehicles & Equipment								
Squad Replacements	34,000	80,000	41,000	41,000	41,000	42,000	42,000	207,000
Mobile Data Terminals					25,000			25,000
Squad Cameras							45,000	45,000
Sub-Total	34,000	80,000	41,000	41,000	66,000	42,000	87,000	277,000
Fire Vehicles & Equipment								
Duty Officer Vehicle	45,000	47,000	45,000					45,000
CPR Devices	25,000	25,000						-
Power Cot	21,000	21,700						-
Fire Chief Vehicle								45,000
Thermal Imaging Camera Replacement				16,000				16,000
Mobile Data Terminals				11,000				11,000
Fire Prevention Vehicle					45,000			45,000
Air Compressor Replacement				40,000				40,000
Fire Engine (Pumper) Replacement				500,000				500,000
SCBA Replacement				180,000				180,000
Sub-Total	91,000	93,700	45,000	27,000	766,000	-	-	837,000
Public Works Vehicles & Equipment								
GMC 2500HD Truck (#830)	48,000	47,000						-
Anti-Ice Applicator	11,000	8,360						-
Front Mount Snow Plows	28,000	25,000						-
Backhoe			160,000					160,000
Vehicle Jack For Lift								-
Front End Loader				200,000				200,000
Dump Truck					220,000			220,000
Director Truck						45,000		45,000
Skid Steer						50,000		50,000

VILLAGE OF LA GRANGE PARK
Capital Expenditures By Category
Fiscal Year 2020/21 thru Fiscal Year 2024/25

	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5	FIVE YEAR PLAN TOTAL
Sub-Total	87,000	80,360	160,000	200,000	220,000	95,000	-	675,000
Building Vehicles & Equipment								
Building Vehicle Replacement	28,000	-	28,100					28,100
Sub-Total	28,000	-	28,100	-	-	-	-	28,100
Information Technology								
Financial Software Replacement	350,000	192,000	138,000					138,000
Email Server Replacement	36,000	29,340					41,000	41,000
Fiber Network Project	20,000	20,000						-
Phone System Replacement			56,500					56,500
Backup Server Replacement			3,500					3,500
UPS Replacements			8,500		1,500			10,000
Network Equipment Replacement					22,000			22,000
Village Hall Server Replacement					31,000			31,000
Network Cabling Upgrade					31,000			31,000
Computer Replacement	28,100	26,820	20,000	15,500	17,750	22,000	16,000	91,250
Sub-Total	434,100	268,160	226,500	15,500	103,250	22,000	67,000	424,250
Miscellaneous								
Office and Other Equipment	44,180	61,325	40,480	46,640	46,700	46,760	46,820	227,400
Sub-Total	44,180	61,325	40,480	46,640	46,700	46,760	46,820	227,400
TOTAL	4,802,630	3,911,295	3,015,920	3,056,940	3,029,450	1,741,760	1,386,820	12,230,890

VILLAGE OF LA GRANGE PARK
Capital Expenditures By Fund
Fiscal Year 2020/21 thru Fiscal Year 2024/25

	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5	FIVE YEAR PLAN TOTAL
General Fund								
Office Equipment	10,000	10,600	17,000	15,000	15,000	15,000	15,000	77,000
Other Equipment	32,600	47,725	21,900	30,000	30,000	30,000	30,000	141,900
Sub-Total	42,600	58,325	38,900	45,000	45,000	45,000	45,000	218,900
Water Fund								
Water System Engineering	337,000	303,000	244,000	348,000	191,000	151,000	156,000	1,088,000
Water System Replacement	1,300,000	812,000	1,500,000	1,950,000	1,296,000	1,000,000	700,000	6,446,000
GMC 2500HD Truck (#830)	15,000	12,000						-
Director Truck						13,500		13,500
Mechanic Truck								-
Front End Loader				60,000				60,000
Backhoe			160,000					160,000
Dump Truck					66,000			66,000
Skid Steer						15,000		15,000
Water Garage Doors	25,000		40,000					40,000
SCADA Upgrades	15,000	16,100						-
Office Equipment	820	1,500	820	850	880	910	940	4,400
Village Hall Improvements			3,000					3,000
Village Hall HVAC Improvements			380	200	210			770
Public Works HVAC Improvements			6,300	1,740				8,040
Financial Software Replacement	50,000	28,000	15,000					15,000
Email Server Replacement	4,320	3,520					4,920	4,920
Fiber Network Project	2,400	2,400						-
Phone System Replacement			9,000					9,000
Backup Server Replacement			420					420
UPS Replacements			1,020		180			1,200
Village Hall Server Replacement					4,000			4,000
Network Equipment Replacement					2,640			2,640
Network Cabling Replacement					3,720			3,720
Computer Replacement	2,160	1,200	1,000	1,000	1,000	1,000	1,000	5,000
Sub-Total	1,751,700	1,179,720	1,980,920	2,359,790	1,665,630	1,181,410	862,860	7,950,610
Sewer Fund								
Sewer System Engineering	59,750	59,750	52,000	40,000	40,000	40,000	40,000	212,000
Sewer Point Repairs	228,500	218,000	100,000	100,000	100,000	100,000	100,000	500,000
Sewer Lining	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000
GMC 2500HD Truck (#830)	5,000	5,000						-
Director Truck						4,500		4,500
Mechanic Truck								-
Front End Loader				20,000				20,000
Dump Truck					22,000			22,000
Skid Steer						5,000		5,000
Office Equipment	760	1,500	760	790	820	850	880	4,100
Village Hall Improvements			2,000					2,000
Village Hall HVAC Improvements			200	200	210			610
Public Works HVAC Improvements			2,100	580				2,680
Financial Software Replacement	50,000	28,000	13,000					13,000
Email Server Replacement	3,600	2,930					4,100	4,100
Fiber Network Project	2,000	2,000						-
Phone System Replacement			7,500					7,500
Backup Server Replacement			350					350
UPS Replacements			850		150			1,000
Village Hall Server Replacement					3,600			3,600
Network Equipment Replacement					2,200			2,200
Network Cabling Replacement					3,100			3,100
Computer Replacement	1,320	1,000	1,000	1,000	1,000	1,000	1,000	5,000
Sub-Total	550,930	516,180	379,760	362,570	373,080	351,350	345,980	1,812,740
Motor Fuel Tax Fund								
Sub-Total	-	-	-	-	-	-	-	-

VILLAGE OF LA GRANGE PARK
Capital Expenditures By Fund
Fiscal Year 2020/21 thru Fiscal Year 2024/25

	FY 19/20 BUDGET YEAR 0	FY 19/20 PROJECTED YEAR 0	FY 20/21 BUDGET YEAR 1	FY 21/22 BUDGET YEAR 2	FY 22/23 BUDGET YEAR 3	FY 23/24 BUDGET YEAR 4	FY 24/25 BUDGET YEAR 5	FIVE YEAR PLAN TOTAL
Capital Projects Fund								
New Sidewalk		900						-
Village Hall Improvements								-
Village Hall HVAC Improvements			17,280	9,600	1,080			27,960
Village Hall Server Room Improvements				75,000				75,000
Public Works HVAC Improvements			12,600	3,480				16,080
Fire Station 2 Roof Replacement						45,000		45,000
Board Room Audio and Video (Grant)	50,000	44,000						-
Police Squad Replacements	34,000	80,000	41,000	41,000	41,000	42,000	42,000	207,000
Police Squad Cameras							45,000	45,000
Police Mobile Data Terminals					25,000			25,000
Fire Engine (Pumper) Replacement					500,000			500,000
Fire Duty Officer Vehicle	45,000	47,000						-
Fire Chief Vehicle			45,000					45,000
Fire Prevention Vehicle					45,000			45,000
SCBA Replacement					180,000			180,000
Air Compressor Replacement					40,000			40,000
CPR Devices	25,000	25,000						-
Fire Mobile Data Terminals				11,000				11,000
Thermal Imaging Camera Replacement				16,000				16,000
Power Cot	21,000	21,700						-
GMC 2500HD Truck (#630)	28,000	30,000						-
Director Truck						27,000		27,000
Mechanic Truck								-
Dump Truck					132,000			132,000
Anti-Ice Applicator	11,000	8,360						-
Front Mount Snow Plows	25,000	25,000						-
Front End Loader				120,000				120,000
Skid Steer						30,000		30,000
Vehicle Jack For Lift								-
Building Vehicle Replacement	28,000		28,100					28,100
Financial Software Replacement	250,000	138,000	110,000					110,000
Email Server Replacement	28,080	22,880					31,980	31,980
Fiber Network Project	15,600	15,600						-
Phone System Replacement			40,000					40,000
Backup Server Replacement			2,730					2,730
UPS Replacements			6,630		1,170			7,800
Village Hall Server Replacement					23,400			23,400
Network Equipment Replacement					17,160			17,160
Network Cabling Replacement					24,180			24,180
Computer Replacement	24,620	24,620	18,000	13,500	15,750	20,000	14,000	81,250
Sub-Total	588,300	483,070	321,340	288,580	1,045,740	164,000	132,980	1,953,640
Road Bond Fund								
Engineering	152,000	180,000	45,000					45,000
Road Paving	1,648,000	1,425,000	250,000					250,000
Sub-Total	1,800,000	1,605,000	295,000	-	-	-	-	295,000
Tax Increment Financing Funds								
North Beach Parking Engineering	9,000	9,000						-
North Beach Parking Construction	60,000	60,000						-
Sub-Total	69,000	69,000	-	-	-	-	-	-
Business Development District Funds								
Sub-Total	-	-	-	-	-	-	-	-
TOTAL	4,802,630	3,911,295	3,015,920	3,056,940	3,028,480	1,741,760	1,386,820	12,230,880

VILLAGE OF LA GRANGE PARK
Capital Expenditures
Fiscal Year 2020/21

1

	General Fund	Water Fund	Sewer Fund	MFT	Capital Projects Fund	Road Bond Fund	TIF Funds (2)	BDD Funds (4)	Total
Street Construction									
Road Paving Engineering						45,000			45,000
Road Paving						250,000			250,000
New Sidewalk									-
Sub-Total	-	-	-	-	-	295,000	-	-	295,000
Water System									
Water System Engineering		244,000							244,000
Water System Replacement		1,600,000							1,600,000
Water Garage Doors		40,000							40,000
Sub-Total	-	1,784,000	-	-	-	-	-	-	1,784,000
Sewer System									
Sewer System Engineering			52,000						52,000
Sewer Point Repairs			100,000						100,000
Sewer Lining			200,000						200,000
Sub-Total	-	-	352,000	-	-	-	-	-	352,000
Public Buildings & Grounds									
Village Hall Improvements		3,000	2,000						5,000
Village Hall HVAC Improvements		380	200		17,280				17,840
Public Works HVAC Improvements		6,300	2,100		12,600				21,000
Sub-Total	-	9,680	4,300	-	29,880	-	-	-	43,840
Administration & Finance Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Police Vehicles & Equipment									
Squad Replacement					41,000				41,000
Sub-Total	-	-	-	-	41,000	-	-	-	41,000
Fire Vehicles & Equipment									
Fire Chief Vehicle					45,000				45,000
Sub-Total	-	-	-	-	45,000	-	-	-	45,000
Public Works Vehicles & Equipment									
Backhoe		180,000							180,000
Vehicle Jack For Lift									-
Sub-Total	-	180,000	-	-	-	-	-	-	180,000
Building Vehicles & Equipment									
Sub-Total	-	-	-	-	28,100	-	-	-	28,100
Information Technology									
Financial Software Replacement		15,000	13,000		110,000				138,000
Phone System Replacement		9,000	7,500		40,000				56,500
Backup Server Replacement		420	350		2,730				3,500
UPS Replacements		1,020	850		6,630				8,500
Computer Replacement		1,000	1,000		18,000				20,000
Sub-Total	-	26,440	22,700	-	177,360	-	-	-	226,500
Miscellaneous									
Office and Other Equipment	38,900	820	780						40,480
Sub-Total	38,900	820	780	-	-	-	-	-	40,480
TOTAL	38,900	1,990,920	379,780	-	321,340	295,000	-	-	3,018,920

**VILLAGE OF LA GRANGE PARK
Capital Expenditures
Fiscal Year 2021/22**

2

	General Fund	Water Fund	Sewer Fund	MFT	Capital Projects Fund	Road Bond Fund	TIF Funds (2)	BDD Funds (4)	Total
Street Construction									
Engineering									-
Road Paving									-
Sub-Total	-	-	-	-	-	-	-	-	-
Water System									
Water System Engineering		348,000							348,000
Water System Replacement		1,950,000							1,950,000
Sub-Total	-	2,298,000	-	-	-	-	-	-	2,298,000
Sewer System									
Sewer System Engineering			40,000						40,000
Sewer Point Repairs			100,000						100,000
Sewer Lining			200,000						200,000
Sub-Total	-	-	340,000	-	-	-	-	-	340,000
Public Buildings & Grounds									
Village Hall Improvements									-
Village Hall HVAC Improvements		200	200		9,600				10,000
Village Hall Server Room					75,000				75,000
Public Works HVAC Improvements		1,740	580		3,480				5,800
Sub-Total	-	1,940	780	-	88,080	-	-	-	90,800
Administration & Finance Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Police Vehicles & Equipment									
Squad Replacement					41,000				41,000
Sub-Total	-	-	-	-	41,000	-	-	-	41,000
Fire Vehicles & Equipment									
Fire Mobile Data Terminals					11,000				11,000
Thermal Imaging Camera Replacement					16,000				16,000
Sub-Total	-	-	-	-	27,000	-	-	-	27,000
Public Works Vehicles & Equipment									
Front End Loader		60,000	20,000		120,000				200,000
Sub-Total	-	60,000	20,000	-	120,000	-	-	-	200,000
Building Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Information Technology									
Computer Replacement		1,000	1,000		13,500				15,500
Sub-Total	-	1,000	1,000	-	13,500	-	-	-	15,500
Miscellaneous									
Office and Other Equipment	45,000	850	790						46,640
Sub-Total	45,000	850	790	-	-	-	-	-	46,640
TOTAL	45,000	2,358,790	362,570	-	289,580	-	-	-	3,058,940

VILLAGE OF LA GRANGE PARK
Capital Expenditures
Fiscal Year 2022/23

3

	General Fund	Water Fund	Sewer Fund	MFT	Capital Projects Fund	Road Bond Fund	TIF Funds (2)	BDD Funds (4)	Total
Street Construction									
Engineering									-
Road Paving									-
Sub-Total	-	-	-	-	-	-	-	-	-
Water System									
Water System Engineering		191,000							191,000
Water System Replacement		1,296,000							1,296,000
Sub-Total	-	1,487,000	-	-	-	-	-	-	1,487,000
Sewer System									
Engineering			40,000						40,000
Sewer Point Repairs			100,000						100,000
Sewer Lining			200,000						200,000
Sub-Total	-	-	340,000	-	-	-	-	-	340,000
Public Buildings & Grounds									
Village Hall HVAC Improvements		210	210		1,080				1,600
Sub-Total	-	210	210	-	1,080	-	-	-	1,600
Administration & Finance Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Police Vehicles & Equipment									
Squad Replacement					41,000				41,000
Mobile Data Terminals					25,000				25,000
Sub-Total	-	-	-	-	66,000	-	-	-	66,000
Fire Vehicles & Equipment									
Fire Engine (Pumper) Replacement					500,000				500,000
Fire Prevention Vehicle					45,000				45,000
SCBA Replacement					180,000				180,000
Air Compressor Replacement					40,000				40,000
Sub-Total	-	-	-	-	765,000	-	-	-	765,000
Public Works Vehicles & Equipment									
Dump Truck		66,000	22,000		132,000				220,000
Sub-Total	-	66,000	22,000	-	132,000	-	-	-	220,000
Building Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Information Technology									
UPS Replacements		180	150		1,170				1,500
Village Hall Server Replacement		4,000	3,600		23,400				31,000
Network Equipment Replacement		2,640	2,200		17,160				22,000
Network Cabling Replacement		3,720	3,100		24,180				31,000
Computer Replacement		1,000	1,000		15,750				17,750
Sub-Total	-	11,540	10,050	-	81,660	-	-	-	103,250
Miscellaneous									
Office and Other Equipment	45,000	880	820						46,700
Sub-Total	45,000	880	820	-	-	-	-	-	46,700
TOTAL	45,000	1,565,630	373,080	-	1,043,740	-	-	-	3,028,460

VILLAGE OF LA GRANGE PARK
Capital Expenditures
Fiscal Year 2023/24

4

	General Fund	Water Fund	Sewer Fund	MFT	Capital Projects Fund	Road Bond Fund	TIF Funds (2)	BDD Funds (4)	Total
Street Construction									
Engineering									-
Road Paving									-
Sub-Total	-	-	-	-	-	-	-	-	-
Water System									
Engineering		151,000							151,000
Water System Replacement		1,000,000							1,000,000
Sub-Total	-	1,151,000	-	-	-	-	-	-	1,151,000
Sewer System									
Engineering			40,000						40,000
Sewer Point Repairs			100,000						100,000
Sewer Lining			200,000						200,000
Sub-Total	-	-	340,000	-	-	-	-	-	340,000
Public Buildings & Grounds									
Fire Station 2 Roof Replacement					45,000				45,000
Sub-Total	-	-	-	-	45,000	-	-	-	45,000
Administration & Finance Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Police Vehicles & Equipment									
Squad Replacement					42,000				42,000
Sub-Total	-	-	-	-	42,000	-	-	-	42,000
Fire Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Public Works Vehicles & Equipment									
Director Truck		13,500	4,500		27,000				45,000
Skid Steer		15,000	5,000		30,000				50,000
Sub-Total	-	28,500	9,500	-	57,000	-	-	-	95,000
Building Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Information Technology									
Computer Replacement		1,000	1,000		20,000				22,000
Sub-Total	-	1,000	1,000	-	20,000	-	-	-	22,000
Miscellaneous									
Office and Other Equipment	45,000	910	850						46,760
Sub-Total	45,000	910	850	-	-	-	-	-	46,760
TOTAL	45,000	1,181,410	351,350	-	164,000	-	-	-	1,741,760

**VILLAGE OF LA GRANGE PARK
Capital Expenditures
Fiscal Year 2024/25**

5

	General Fund	Water Fund	Sewer Fund	MFT	Capital Projects Fund	Road Bond Fund	TIF Funds (2)	BDD Funds (4)	Total
Street Construction									
Engineering									-
Road Paving									-
Sub-Total	-	-	-	-	-	-	-	-	-
Water System									
Engineering		156,000							156,000
Water System Replacement		700,000							700,000
Sub-Total	-	856,000	-	-	-	-	-	-	856,000
Sewer System									
Engineering			40,000						40,000
Sewer Point Repairs			100,000						100,000
Sewer Lining			200,000						200,000
Sub-Total	-	-	340,000	-	-	-	-	-	340,000
Public Buildings & Grounds									
Sub-Total	-	-	-	-	-	-	-	-	-
Administration & Finance Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Police Vehicles & Equipment									
Squad Replacement					42,000				42,000
Police Squad Cameras					45,000				45,000
Sub-Total	-	-	-	-	87,000	-	-	-	87,000
Fire Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Public Works Vehicles & Equipment									
Director Truck									-
Mechanic Truck									-
Skid Steer									-
Sub-Total	-	-	-	-	-	-	-	-	-
Building Vehicles & Equipment									
Sub-Total	-	-	-	-	-	-	-	-	-
Information Technology									
Email Server Replacement		4,920	4,100		31,980				41,000
Computer Replacement		1,000	1,000		14,000				16,000
Sub-Total	-	5,920	5,100	-	45,980	-	-	-	57,000
Miscellaneous									
Office and Other Equipment	45,000	940	880						46,820
Sub-Total	45,000	940	880	-	-	-	-	-	46,820
TOTAL	45,000	862,860	346,880	-	132,980	-	-	-	1,387,820

RESOLUTION NO. ____

**RESOLUTION APPROVING FY 2020-2021
OPERATING BUDGET**

WHEREAS, the Village of La Grange Park is required to adopt an annual budget prior to the start of the fiscal year; and

WHEREAS, the Village of La Grange Park operates on a May 1 through April 30 fiscal year; and

WHEREAS, the Village Board has reviewed and has conducted a public hearing on the proposed FY 2020-2021 budget.

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

SECTION ONE: That the FY 2020-2021 Operating Budget is hereby approved.

SECTION TWO: That May 1, 2020 shall be the effective date of the annual operating budget.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 28th day of April, 2020.

YES:

NOS:

ABSENT:

Approved this 28th day of April, 2020.

James L. Discipio, Village President
Village of La Grange Park

ATTEST:

Meghan Kooi
Village Clerk



**FINANCE COMMITTEE MEETING
Via Teleconference due to COVID-19**

Tuesday, April 14, 2020 – 6:00 p.m.

Members of the public are encouraged to attend this meeting.

To Access This Meeting:
You can dial in using your phone.
United States: +1 (872) 240-3212

Access Code: 189-714-829

Public Comments may be submitted prior to and up until 5:00 p.m. on the day of the meeting by emailing info@lagrangepark.org. Please put Public Comment in the subject line and reference the meeting your comment is intended for. You may also submit your comments by calling (708) 354-0225, Monday through Fridays, from 8:30 a.m. – 5:00 p.m.

AGENDA

1. Call meeting to order
2. Public Comment
3. Approve minutes from April 7, 2020
4. Review of the Draft Five Year Plan - Fiscal Years
2020/21-2024/25
5. Adjourn

Village Board Agenda Memo

Date: April 8, 2020

To: Finance Committee Chair Scott Mesick
President Discipio and Board of Trustees

From: Larry Noller, Finance Director
Julia Cedillo, Village Manager



Re: Fiscal Year 2020 Police Pension Contribution

PURPOSE

Consider a supplemental contribution to the Police Pension Fund for fiscal year 2020.

BACKGROUND

The Village annually levies a property tax for the employer contribution to the Police Pension Fund. The contribution is determined by an actuary based on the Village's funding policy and plan assumptions. The current fiscal year contribution of \$1,203,549 was determined by an actuary jointly selected by the Village Board and the Police Pension Board. This amount was included in the 2019 levy approved by the Village Board in December.

In Cook County, property taxes are typically due in March and August. The Village's fiscal year ends April 30. As a result, property taxes for each levy year are collected across two fiscal years. For example, the 2019 levy will be collected in fiscal year 2020 (March bills) and fiscal year 2021 (August bills). Because the County does not calculate tax rates until the second installment, the first installment is set at 55% of the prior year tax bill. The result of the offsetting schedule and the estimated calculation of the first installment is that the actual amount of taxes collected for the police pension contribution in any fiscal year do not match the actuary's determined contribution. This is especially true if the contribution is increasing, as it has in recent years due to the implementation of the Village's pension funding policy.

As of the end of March, the County has remitted approximately \$1,078,000 in property taxes to the Police Pension Fund. Based on recent years, approximately \$5,000-\$15,000 may be remitted in April, so the fiscal year estimate is \$1,083,000, about \$120,000 below the actuarial contribution. The difference between the Village's actual contribution and the actuarial contribution gets rolled into the actuarial calculation for the next year, plus interest. Any increase in the amount contributed to the fund works toward reducing the unfunded liability and provides additional opportunity for investment returns to reduce future employer contributions. The Village budgeted \$1,100,000 for this year's contribution. If the Village Board approves the supplemental contribution, the police pension contribution will be included in the budget amendment resolution scheduled for Board approval this month.

STAFF RECOMMENDATION

Staff recommends the Village Board consider approving a supplemental contribution not to exceed \$120,000 to the Police Pension Fund.

ACTION REQUESTED

If the Village Board chooses to proceed with the additional contribution, the following motion will be included on the April 28th meeting agenda.

Motion to transfer up to \$120,000 from the General Fund to the Police Pension Fund for fiscal year 2020.

Village Board Agenda Memo

Date: April 8, 2020

To: Finance Committee Chair Scott Mesick
President Disciplo and Board of Trustees

From: Larry Noller, Finance Director
Julia Cedillo, Village Manager



Re: Fiscal Year 2019/20 Budget Amendments

PURPOSE

Consider amendments to the fiscal year 2019/20 budget.

BACKGROUND

Village policy requires that the Village Board amend the annual budget if the total expenditures for a department or fund will exceed the approved budget. State statute authorizes the Village to revise the budget by a two-thirds vote.

The following amendments are proposed:

- The General Fund Police Department budget requires a \$104,000 amendment due to the revised police pension contribution.
- The General Fund Fire Department budget requires a \$43,800 amendment due to higher than anticipated personnel costs.
- The Risk Management Fund budget requires a \$25,000 amendment due to higher than anticipated claims and new cyber security training costs. The claims will be offset by additional reimbursements from the Village's risk management pool.

STAFF RECOMMENDATION

Staff recommends the Village Board consider the attached budget amendment resolution at the April 14th work session.

ACTION REQUESTED

This item is for discussion only. If the Village Board concurs, the following motion will be placed on the April 28th agenda for approval.

Motion to approve a Resolution Amending the Fiscal Year 2019/20 Budget.

DOCUMENTATION

- Budget Amendment Resolution

RESOLUTION NO. ____

**RESOLUTION AMENDING THE BUDGET
FOR FISCAL YEAR 2019/20
FOR THE VILLAGE OF LA GRANGE PARK**

WHEREAS the Village Board approved a budget for fiscal year 2019/20 at a meeting held on April 23rd, 2019; and

WHEREAS the Budget Act allows municipalities to amend the budget by a two-thirds vote of the Board of Trustees;

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

SECTION 1: That the fiscal year 2019/20 budget is amended according to Exhibit A.

SECTION 2: That the Village Clerk is hereby directed to file a certified copy of this resolution with the County Clerk of Cook County, Illinois.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois, this 28th day of April, 2020.

YES:

NO:

ABSENT:

Dr. James L. Discipio, Village President

ATTEST:

Meghan Kool, Village Clerk

Items of Interest Divider

VILLAGE OF LA GRANGE PARK

La Grange Park Village Hall, 447 N. Catherine Ave., La Grange Park, Illinois

Annual Schedule of Regular Meeting Dates for 2020

April 14, 2020	Work Session Meeting	7:15 p.m.	Village Hall
April 28, 2020	Village Board Meeting	7:30 p.m.	Village Hall
May 12, 2020	Work Session Meeting	7:30 p.m.	Village Hall
May 26, 2020	Village Board Meeting	7:30 p.m.	Village Hall
June 9, 2020	Work Session Meeting	7:30 p.m.	Village Hall
June 23, 2020	Village Board Meeting	7:30 p.m.	Village Hall
July 14, 2020	Work Session Meeting	7:30 p.m.	Village Hall
July 28, 2020	Village Board Meeting	7:30 p.m.	Village Hall
August 11, 2020	Work Session Meeting	7:30 p.m.	Village Hall
August 25, 2020	Village Board Meeting	7:30 p.m.	Village Hall
September 8, 2020	Work Session Meeting	7:30 p.m.	Village Hall
September 22, 2020	Village Board Meeting	7:30 p.m.	Village Hall
October 13, 2020	Work Session Meeting	7:30 p.m.	Village Hall
October 27, 2020	Village Board Meeting	7:30 p.m.	Village Hall
November 10, 2020	Work Session Meeting	7:30 p.m.	Village Hall
November 24, 2020	Village Board Meeting	7:30 p.m.	Village Hall
December 8, 2020	Village Board Meeting	7:30 p.m.	Village Hall