



Town of Cortland

Board of Trustees Town Board Meeting

Town Hall, 59 S. Somonauk Road Cortland, IL 60112

August 24, 2026 at 7:00 PM

AGENDA

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

APPROVAL OF AGENDA

PUBLIC WISHING TO SPEAK

PRESENTATION

1. Mayor's Proclamation Be The One; Suicide prevention 3rd Annual Walk on September 20, 2026
Mayor's Proclamation Library Card Sign Up Month

CONSENT AGENDA

2. CONSENT AGENDA
Approve the Minutes of regular meeting of the Board of Trustees July 13, 2026,
Approval of Expenditure Report and Acceptance of Treasurer's Report of May 2026

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

3. CONSIDERATION OF APPROVAL OF DOT/CDL DRUG & ALCOHOL TESTING PROGRAM POLICY - If approved this policy keeps the Town in compliance with requirements of DOT/CDL drug and alcohol testing.
4. Consider a Motion to approve a Proposal (among 3 options) submitted by Axon Enterprise, Inc., for a 60 month contract to Provide Body Worn Cameras (BWCs) and In Car Camera Systems for the Cortland Police Department. *Police Chief Bruce Van Wankum is seeking to have the Town replace its current BWC provider with this provider based upon the quotes submitted and recommends Option 3 in the amount of \$120,871.80 which includes both the Redaction Studio and AI real time translation.*

UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

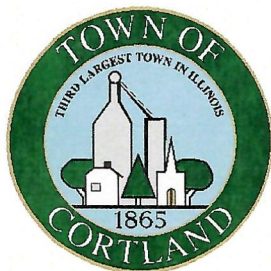
PARKS ADVISORY COMMITTEE REPORT

DEPARTMENT HEAD REPORTS

5. Public Works Report for July 2026;
Police Reports for June and July 2026;
Permits Report for July 2026;
Annual Library Report to Town Board

COMMENTS

ADJOURNMENT



PROCLAMATION

BE THE ONE

Whereas, 18 to 22 military-affiliated Americans are lost to suicide each day; and

Whereas, Veterans are at 58% higher risk of suicide than those who haven't served; and

Whereas, across the nation, change is underway to reduce the number of military-affiliated Americans who are lost to suicide, including the Illinois Governor's Challenge to Prevent Suicide Among Service Members, Veterans and their Families; and

Whereas, The American Legion's primary mission, Be the One, is a concentrated effort to save the lives of veterans and servicemembers at risk of suicide...one is too many; and

Whereas, September is Suicide Prevention Awareness Month—a time to raise awareness, promote hope, and normalize help-seeking; and

Whereas, Veteran organizations (including the American Legion, AMVETS, VFW) and communities across the DeKalb area are participating in the 3rd Annual Be the One Walk on September 20, 2026, to stand together in strength, dignity, hope, and purpose to help save military-affiliated lives.

Now, Therefore, I, Mark Pietrowski, Jr., Mayor of the Town of Cortland, Illinois, by the authority vested in the office, join The DeKalb American Legion Post # 66 and advocates across the country in taking action to prevent Veteran suicide, and do hereby proclaim the day of September 20, 2026, as "**Be the One**" Day in the Town of Cortland, reminding everyone that each day of the year is an opportunity to be the one to save the life of at least one veteran.

IN WITNESS THEREOF, I have set my hand and caused the Seal of the Town of Cortland to be affixed on this 24th day of September 2026.

Mark Pietrowski, Jr
Mayor

Proclamation

Library Card Sign-Up Month September 2026

WHEREAS, the Cortland Community Library serves as a welcoming community hub, providing residents of all ages with access to books, technology, educational resources, programs, and opportunities for connection and lifelong learning;

WHEREAS, the Cortland Community Library supports children and families through early literacy, storytimes, STEAM, music, reading programs, and other educational and recreational opportunities;

WHEREAS, the library connects our community through programs, partnerships, and resources that encourage creativity, learning, and discovery, providing “Something For Everyone”;

WHEREAS, a library card provides residents with access to a world of books, information, technology, programs, and experiences that enrich lives and strengthen our community;

WHEREAS, libraries across the country are celebrating Library Card Sign-Up Month in September 2026 under the theme “A Library Card Hits All the Right Notes,” encouraging everyone to discover all their local library has to offer;

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mark Pietrowski, Mayor of Cortland, do hereby proclaim September 2026 as Library Card Sign-Up Month in the Town of Cortland, Illinois, and encourage all residents to visit the Cortland Community Library, sign up for or renew a library card, and discover the many opportunities available through their local library.

Dated this 24th day of August, 2026

Mayor

Attest _____





Town of Cortland

Board of Trustees Town Board Meeting

Cortland Lions Den 70 S Llanos St, Cortland IL

July 13, 2026

MINUTES

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Pietrowski called the regular meeting of the Board of Trustees to order at 7:01 p.m. The Pledge of Allegiance was recited and roll was called showing as present Trustees Corson, Fioretto, Haier, Siewierski, Stone, and Olson (arrived 7:04 p.m.). There was no one absent. Quorum was present. Also present were Town Clerk Cheryl Aldis, Attorney Kevin Buick, Director of Public Works Joel Summerhill, Police Commander Bruce Van Wankum, Town Engineer Brandy Williams and Deputy Clerk Catherine Koks.

APPROVAL OF AGENDA

Trustee Corson moved and Trustee Siewierski seconded a motion to approve the agenda as presented. Unanimous voice vote carried the motion.

PUBLIC WISHING TO SPEAK

There were no members of the public wishing to speak.

APPROVAL OF MINUTES

1. Approve the Regular Town Board Minutes of June 8, 2026
Trustee Corson moved and Trustee Stone seconded a motion to approve the Regular Town Board Minutes of June 8, 2026, as submitted.
Roll Call vote:
Yeas: Trustees Stone, Siewierski, Corson, Fioretto, Haier
Nays: None
Absent: Trustee Olson Motion Carried.

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

Trustee Olson arrived at 7:04 p.m.

2. Information Only - Resignation of Chief of Police Lin Dargis
Mayor Pietrowski announced after 38 years in law enforcement, Chief Lin Dargis will be retiring as of August 10, 2026. Pietrowski read an excerpt from a letter penned by Dargis announcing his retirement.
3. Consider a motion to approve the appointment of Commander Bruce Van Wankum as the Interim Chief of Police effective with the resignation of Lin Dargis
Mayor Pietrowski introduced Commander Bruce Van Wankum as his choice to fill the Interim Chief of Police position. Van Wankum would complete a 30-day interim period before the board would decide whether or not to appoint him as the new Chief of Police.
Trustee Siewierski made a motion to approve the appointment of Bruce Van Wankum as the Interim Chief of Police effective August 10, 2026, Trustee Haier seconded the motion.

Roll Call vote:

Yeas: Trustees Stone, Siewierski, Corson, Fioretto, Haier, Olson

Nays: None

Absent: None

Motion Carried

4. Confirm Mayor's appointment of Stephanie Kouba to fill a vacancy of the Planning Commission with a term ending May 2029.
Mayor Pietrowski introduced Stephanie Kouba as the new appointment to the Planning Commission.

Trustee Siewierski moved, seconded by Trustee Corson, to confirm the appointment of Stephanie Kouba to the Planning Commission, for a term ending in May 2029.

Roll Call vote:

Yeas: Trustees Stone, Siewierski, Corson, Fioretto, Haier, Olson

Nays: None

Absent: None

Motion Carried

5. Apex Solar - Grand Prairie Special Use Permit
Consideration of Ordinance 2026-XX, An Ordinance Granting a Special Use Permit to Grand Prairie Solar, LLC to Operate a Solar Farm on 77.54 Acres of Land Located East of Somonauk Road and Generally Bounded by East Meadow Drive on the North and East North Avenue on the South, PIN 09-20-426-002, in the Town of Cortland, DeKalb County, Illinois

This ordinance, if passed in the affirmative, would grant the request for a special use permit sought by Grand Prairie Solar, LLC to construct and operate a solar garden on a parcel identified as 09-20-426-002 within the Town of Cortland limits, upon annexation of said parcel. The Town Board may, alternatively, pass an ordinance denying the request.

To view the complete application for this recommendation, view the link below:

<https://mccmeetings.blob.core.usgovcloudapi.net/cortlandil-pubu/MEET-Packet-86973c196a2543e1acbb1d449be4d367.pdf>

Pietrowski introduced the Special Use Permit application and recommendation from the Planning Commission for Grand Parade Solar, LLC.

Apex Clean Energy representative Sidonie Shira gave an overview with a printed presentation about the project. This project will connect to the existing grid.

Subscriptions to the energy generated by the projects are free to join. This is the largest size the project can be and there can be no upgrade later. Ms. Shira explained the location and logistics for installation, vegetative screening, tax benefits and decommissioning plan.

Ms. Shira gave an overview of why she feels this project meets the Special Use Standards set forth in the Town Code.

Trustee Olson moved to approve granting the special use permit for Grand Parade Solar. Trustee Haier seconded the motion.

Roll Call vote:

Yeas: Trustee Olson

Nays: Trustees Corson, Fioretto, Stone, Haier, Siewierski
Absent: None Motion Failed

Attorney Buick addressed the board and stated that to properly deny the Special Use Permit Request, they would need to find and submit evidence that contradicts the findings of the Planning Commission, who had recommended approving the permit.

There was discussion and commentary from Trustees Corson, Stone, and Fioretto about their dislike of the use of the land for solar use and would like to see more commercial development. Trustees had questions about decommissioning costs. Ms. Shira answered that the decommissioning plan would be revisited every 5 years and the cost is included as part of the agreement.

Trustee Stone asked about the material used for the pylons, he was concerned about the use of galvanized steel driven into the ground. Ms. Shira replied that study is in progress and would be completed at the permitting stage.

Trustee Olson made a statement that this project is proposed on private property, and the owners should be able to make a choice to have the project there if they choose. Attorney Buick reviewed the Standards with the board members. There was brief discussion on the legislative requirements and reiteration of what would be required to properly deny the request.

Trustee Corson moved to reconsider the failed motion, seconded by Trustee Haier.
Roll Call vote:
Ayes: Trustees Corson, Stone, Haier, Olson
Nays: Trustees Fioretto, Siewierski
Absent: None Motion Carried

Trustee Olson moved to approve granting the special use permit for Grand Parade Solar. Trustee Haier seconded the motion.

Trustee Olson made another statement that this project is proposed on private property, and the owners should be able to make a choice to have the project there.
Roll Call vote:
Yeas: Trustees Corson, Stone, Haier, Olsen
Nays: Trustees Fioretto, Siewierski
Absent: None Motion Carried **O 2026-09**

6. Consideration of Ordinance 2026-XX, An Ordinance Annexing 77.54 Acres Owned by Andra L. Olson as Trustee of the Andra L. Olson Declaration of Trust Dated October 28, 2022 To The Town of Cortland, DeKalb County, Illinois.
This ordinance, if passed, would annex 1 parcel identified as 09-20-426-002 into the Town of Cortland as part of the process associated with the request for a Special Use permit to operate a Solar Farm being brought by Grand Parade Solar, LLC. The property must be annexed in order for the Special Use Permit to become valid.

Mayor Pietrowski introduced an Ordinance to Annex 77.54 Acres Owned by Andra L. Olson. The parcel identified is associated with the request for a Special Use Permit for a solar farm for Grand Parade Solar, LLC.

Trustee Corson moved to approve An Ordinance Annexing 77.54 Acres Owned by Andra L. Olson as Trustee of the Andra L. Olson Declaration of Trust Dated October 28, 2022 To The Town of Cortland, DeKalb County, Illinois. Trustee Stone seconded the motion.

Roll Call vote:

Yeas: Trustees Stone, Corson, Haier, Olson

Nays: Trustees Siewierski, Fioretto

Absent: None

Motion Carried

O 2026-10

7. Consider an Ordinance Amending Title 3, "Business and License Regulations", Chapter 3, "Peddlers and Solicitors", of the Cortland Town Code.

If approved, this ordinance makes minor changes to existing code and adds new language for "Pop-Up Food Vendor" regulations.

This item is being pulled back for more work on the language before passage.

8. Consideration of Approval of Quote for Meetings and Agenda Conversion by CivicPlus and Authorization for the Mayor to sign the Statement of Work (SOW) in the amount of \$5,300; monies to come from fund 01-6000-321

This quote will address the required upgrade of the Agenda and Meeting Minutes software as well as address the federal ADA law.

Mayor Pietrowski introduced the request from the Clerk's office for approval to upgrade the Meetings & Agenda software with Civic Plus.

Trustee Siewierski moved to approve the Quote for Meetings and Agenda Conversion by CivicPlus and Authorization for the Mayor to sign the Statement of Work (SOW) in the amount of \$5,300; monies to come from fund 01-6000-321. Trustee Fioretto seconded the motion.

Clerk Aldis explained that the version of the software the Town currently uses will reach it's end of life early next year and an updated version that meets the impending deadline for ADA compliance on municipal websites has been presented. The Town would be moving from the Essential to Select program.

Roll Call vote:

Yeas: Trustees Siewierski, Corson, Fioretto, Haier, Olson

Nays: Trustee Stone

Absent: None

Motion Carried

C 2026-05

9. Consideration of Approval of Quote for Catalis Website Upgrade and Authorization for the Mayor to sign a four year contract in the total amount of \$11,354.30; monies to come from fund 01-6000-321

This quote, if approved will authorize the upgrade of the current Town Website as well as address the federal ADA law.

Mayor Pietrowski introduced the request from the Clerk's office for approval to upgrade the Town's official website with Catalis.

Trustee Olson moved to approve the Quote for Catalis Website Upgrade and Authorization for the Mayor to sign a four year contract in the total amount of

\$11,354.30; monies to come from fund 01-6000-321. Trustee Haier seconded the motion.

Clerk Aldis explained that the Town's current website is built on a very old template which will no longer be supported next year. Catalis presented the opportunity for a redesign and an upgraded version that meets the impending deadline for ADA compliance.

Yeas: Trustees Siewierski, Corson, Fioretto, Haier, Olson

Nays: Trustee Stone

Absent: None

Motion Carried

C 2026-06

UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

There was no unfinished business.

COMMENTS

There were no comments.

PARKS ADVISORY COMMITTEE REPORT

Fioretto stated that the next meeting is on Tuesday and invited anyone to come.

DEPARTMENT HEAD REPORTS

10. Permit Reports for May and June 2026;

Police Report for May 2026

The board reviewed the submitted reports. There were no questions.

Heather Black stated that she did submit the Annual Report for the Library. It will appear on a future agenda and packet for review.

MAYOR'S REPORT

Mayor Pietrowski reported on the June 27th event at Suppeland Park and the American 250 Celebration. He would like to explore similar Music In the Parks events for the future. He announced that Summerfest is approaching and there are lots of opportunities to volunteer. Food, music, and fireworks will be featured.

ADJOURNMENT

With no further business to discuss, Trustee Corson moved to adjourn, seconded by Trustee Fioretto. Unanimous voice vote carried the motion. The meeting adjourned at 8:02pm

Respectfully submitted

Catherine Koks, RMC
Deputy Town Clerk

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
05/01/26	45373	3-D AUTO REPAIR INC	041626 '15 SILVERADO- GLOW PLUG	30201	01-6100-241	VEHICLE & EQUIPMENT MAINT.	251.55
05/01/26	45374	CORTLAND COMMUNITY LIBRA	0426 LAND/CASH CONTRIBUTIONS-9/	043026	13-2407	LAND/CASH: PUBLIC LIBRARY	1,215.00
05/01/26	45375	CORTLAND FIRE PROTECTION	0426 LAND/CASH CONTRIBUTIONS-9/	043026	13-2401	LAND/CASH: CFPD	8,100.00
05/01/26	45376	CRESCENT ELECTRIC SUPPLY	040926 BUTTON THERMAL PHOTOCO	S514023136.	01-6100-218	MAINTENANCE - STREET LIGHTS	126.47
05/01/26	45377	DAVID G ETERNO, ATTORNEY A	043026 ON SITE HEARINGS, OFF SITE	10960	01-6200-212	ADJUDICATION	175.00
05/01/26	45378	DEKALB COUNTY RECORDER	050126 ANNEXATION ORD 2026-06	050126	01-6000-211	LEGAL EXPENSE	55.00
05/01/26	45379	FOSTER & BUICK	042026 GENERAL COUNSEL, FOIA RE	68252	01-6000-211	LEGAL EXPENSE	3,587.50
05/01/26	45379	FOSTER & BUICK	042026 OFFICER GRIEVANCE	68252	01-6200-512	LEGAL - UNION	218.75
05/01/26	45379	FOSTER & BUICK	042026 IEPA ISSUE-WWTP	68252	06-7300-311	OFFICE EXPENSE	350.00
05/01/26	45380	FRONTIER	040626-ACCT#815-756-2558-090623-5	040626-PD	01-6200-314	TELEPHONE	117.73
05/01/26	45380	FRONTIER	040626 ACCT#815-756-9684-090623-5	040626-WS	06-7300-314	TELEPHONE	45.27
05/01/26	45380	FRONTIER	040626 ACCT#815-756-9684-090623-5	040626-WS	07-7400-314	TELEPHONE	45.28
05/01/26	45380	FRONTIER	041026 ACCT#217-021-0061-122818-5	041026	01-6200-314	TELEPHONE	151.90
05/01/26	45380	FRONTIER	041026 ACCT#217-021-0061-122818-5	041026	01-6000-314	TELEPHONE	151.90
05/01/26	45380	FRONTIER	041026 ACCT#217-021-0061-122818-5	041026	06-7300-311	OFFICE EXPENSE	148.70
05/01/26	45381	GARLISCH AUTOMOTIVE SERVI	042826 '19 TAHOE-TIRES	9670	01-6200-241	VEHICLE MAINTENANCE	1,541.96
05/01/26	45382	ILLINOIS COUNCIL OF POLICE	043026 UNION DUES-APRIL 2026	043026	01-2140	UNION DUES	230.00
05/01/26	45383	Jacob & Klein, LTD	040726 1ST QUARTER LEGAL FEES-TI	040726	14-6600-212	ADMINISTRATIVE EXPENSE	344.35
05/01/26	45384	MENARDS	040626 14" METAL CUT-OFFS	54262	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	44.95
05/01/26	45384	MENARDS	040626 HOSE CLAMPS, ALUM SHEET	54271	06-7300-241	M&O: VEH & EQUIP	52.63
05/01/26	45384	MENARDS	0406926 2' MECHANICAL TEST PLUGS	54285	06-7300-241	M&O: VEH & EQUIP	7.58
05/01/26	45384	MENARDS	040626 1.5" MECH TEST PLUGS	54296	06-7300-241	M&O: VEH & EQUIP	5.38
05/01/26	45384	MENARDS	040726 CONCRETE MIX	54374	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	159.60
05/01/26	45384	MENARDS	040826 CLOTHING ALLOWANCE- A RI	54374	01-6100-198	UNIFORMS	37.98
05/01/26	45384	MENARDS	041326 WEDGE ANCHOR	54691	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	16.98
05/01/26	45385	METRONET	042826 FIBER SPEED INTERNET	042826	06-7300-311	OFFICE EXPENSE	49.95
05/01/26	45385	METRONET	042826 FIBER SPEED INTERNET	042826	07-7400-311	OFFICE EXPENSE	49.95
05/01/26	45386	NCPERS GROUP LIFE INS	040126 LIFE INSURANCE PREMIUM-M	6231052026	01-2130	LIFE INSURANCE WITHHELD	112.00
05/01/26	45387	NICOR	041626 156 E NORTH AVE	041626	06-7300-221	UTILITIES	208.04
05/01/26	45387	NICOR	041626 250 S HALWOOD ST	041626	01-6100-316	UTILITIES	431.01
05/01/26	45387	NICOR	041726 59 S SOMONAUK RD	041726	01-6100-316	UTILITIES	147.64
05/01/26	45387	NICOR	041726 238 E CORTLAND CENTER RD	041726	06-7300-221	UTILITIES	69.11
05/01/26	45387	NICOR	041726 91 N SPRUCE ST	041726	07-7400-221	UTILITIES	102.31
05/01/26	45387	NICOR	041726 100 S LLANOS ST	041726	07-7400-221	UTILITIES	453.25
05/01/26	45387	NICOR	041726 227 S SOMONAUK RD	041726	07-7400-221	UTILITIES	166.64
05/01/26	45387	NICOR	041726 54 MARY ALDIS LN	041726	01-6200-316	UTILITIES	249.14
05/01/26	45388	NORTHERN ILLINOIS TRAINING	040926 FY27 AUTHORIZED STRENGT	2704	01-6200-331	TRAVEL & TRAINING	1,200.00
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	01-6000-312	OFFICE SUPPLIES	10.50
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	07-7400-311	OFFICE EXPENSE	.45

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	06-7300-311	OFFICE EXPENSE	.45
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	07-7400-311	OFFICE EXPENSE	.46
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	06-7300-311	OFFICE EXPENSE	.47
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	06-7300-311	OFFICE EXPENSE	.46
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	07-7400-311	OFFICE EXPENSE	.39
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	06-7300-311	OFFICE EXPENSE	.39
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	01-6000-312	OFFICE SUPPLIES	22.00
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	01-6000-331	TRAVEL & TRAINING	12.85
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	01-6000-312	OFFICE SUPPLIES	21.00
05/01/26	45389	PETTY CASH	042226 REPLENISH PETTY CASH-FY2	042226	07-7400-311	OFFICE EXPENSE	.47
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 PCI COMPLIANCE	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	37.50
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 FOIA ARCHIVE EMAIL	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	75.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 ON TECH ISSUE	5019	07-7400-311	OFFICE EXPENSE	300.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 RECEIPT PRINTER	5019	07-7400-311	OFFICE EXPENSE	150.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 ADMIN UPDATE SECURITY PO	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	150.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 ADMIN UPDATE SECURITY PO	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	75.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 BACKUP SERVER FAILURE	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	300.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 ADMIN CLER COMP DISCONN	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	150.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 INSTALL NETGEAR	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	262.50
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 PCI SCAN	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	37.50
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 PURCHASE NETGEAR SWITC	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	359.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 CAT 6 CABLE-CLERK LAPTOP	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	13.75
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 TRENDNET KUM SWITCH	5019	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	322.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 NEW PC-LUCINDA	5019	01-6200-550	TECHNOLOGY UPGRADES	600.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 SONIC WALL & EMAILS	5019	01-6200-351	OFFICE EQUIP & MAINT	337.50
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 VEAM ESSENTIAL LICENSE-1	5019-1	01-6000-321	DUES & SUBSCRIPTIONS	459.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 SONIC WALL 3 YR RENEWAL-T	5019-1	01-1350	PREPAIDS	1,522.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 SONIC WALL 3 YR RENEWAL-T	5019-1	01-6000-321	DUES & SUBSCRIPTIONS	761.00
05/01/26	45390	PINES COMPUTER CONSULTIN	042826 SONIC WALL-PW-THRU 4/27	5019-1	01-6100-351	OFFICE EQUIP & MAINT	37.50
05/01/26	45391	PITNEY BOWES GLOBAL FINAN	042926 METER LEASE-MAR & APR 20	3107872876	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	126.80
05/01/26	45391	PITNEY BOWES GLOBAL FINAN	042926 METER LEASE-MAY 2026	3107872876-	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	63.40
05/01/26	45392	PRINCIPAL LIFE INSURANCE C	041726 ACCT. 1048895-10001-EMPLOY	041726	01-2100	HEALTH INS WITHHELD	331.25
05/01/26	45393	REVERE ELECTRIC SUPPLY	041526 RETROFIT-CA13153B	S5470596.01	01-6100-218	MAINTENANCE - STREET LIGHTS	880.50
05/01/26	45394	SCHAIBLE, STEPHEN	041726 MILEAGE & MEALS-DIXON CL	041726	01-6200-331	TRAVEL & TRAINING	81.95
05/01/26	45395	SUN LIFE ASSURANCE COMPA	041726 EMPLOYEE DENTAL INS-MAY	041726	01-2100	HEALTH INS WITHHELD	766.86
05/01/26	45396	SYCAMORE COMMUNITY UNIT	0426 LAND CASH CONTRIBUTION PAY	04302026	13-2405	LAND/CASH: CUSD #427	3,828.67
05/01/26	45397	The Economic Development Grou	040726 CONSULTING FEE - TIF DISTRI	040726	14-6600-212	ADMINISTRATIVE EXPENSE	1,421.75
05/01/26	45398	UNIFORM DEN EAST, INC.	042226 BADGE/COMMENDATION BAR	100402-01	01-6200-198	UNIFORMS	239.10
05/01/26	45398	UNIFORM DEN EAST, INC.	041326 OFFICER HARRIS	100757	01-6200-198	UNIFORMS	46.95

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05/01/26	45399	US POSTAL SERVICE	03202026 PERMIT #1, TYPE PI, 1ST CL	03202026	01-6000-313	POSTAGE	370.00
05/01/26	45400	USABBLUEBOOK	040826 VITASTIM POUCHES, HACH D	INV0101325	07-7400-345	CHEMICALS & TESTING	2,606.42
05/01/26	45401	WARD, MURRAY, PACE & JOHN	043026 CASE#2024SC555-SCHAIBLE	043026	01-2120	MISC DEDUCTION WITHHELD	1,311.90
05/01/26	45402	WATER PRODUCTS CO	042926 7' STATIONARY ROD KEY	0335337	07-7400-346	TOOLS	76.00
05/01/26	45403	XEROX FINANCIAL SERVICES	042026 CONTRACT #4186552	41934268	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	168.32
05/15/26	45404	AMAZON CAPITAL SERVICES	041326 CLOTHING ALLOWANCE-T LA	111-5905716-	01-6100-198	UNIFORMS	60.86
05/15/26	45404	AMAZON CAPITAL SERVICES	042126 CLOTHING ALLOWANCE-T PIT	111-5986058-	01-6100-198	UNIFORMS	99.99
05/15/26	45404	AMAZON CAPITAL SERVICES	041526 COPY PRINTER PAPER	111-6331149-	01-6200-315	COPIES & PRINTING	46.99
05/15/26	45404	AMAZON CAPITAL SERVICES	040926 SALTWATER ELECTRIC TROLL	111-6858701-	06-7300-241	M&O: VEH & EQUIP	384.99
05/15/26	45404	AMAZON CAPITAL SERVICES	041726 FARM TIRES	111-6891191-	01-6100-241	VEHICLE & EQUIPMENT MAINT.	618.14
05/15/26	45404	AMAZON CAPITAL SERVICES	041326 CLOTHING ALLOWANCE-N BA	111-7524999-	06-7300-198	UNIFORMS	58.00
05/15/26	45404	AMAZON CAPITAL SERVICES	041326 CLOTHING ALLOWANCE-T LA	111-7524999-	01-6100-198	UNIFORMS	58.01
05/15/26	45404	AMAZON CAPITAL SERVICES	042126 CLOTHING ALLOWANCE-T PIT	111-9601676-	01-6100-198	UNIFORMS	20.19
05/15/26	45404	AMAZON CAPITAL SERVICES	042126 CLOTHING ALLOWANCE-J SU	111-9601676-	07-7400-198	UNIFORMS	86.67
05/15/26	45404	AMAZON CAPITAL SERVICES	041626 PELICAN CASE	112-4820122	01-6200-240	EQUIPMENT PURCHASES & MAINT	249.95
05/15/26	45404	AMAZON CAPITAL SERVICES	041626 COMPACT TACTICAL WEAPON	112-9666048	01-6200-240	EQUIPMENT PURCHASES & MAINT	158.97
05/15/26	45404	AMAZON CAPITAL SERVICES	032726 DOUBLE MAG POUCH	113-3956151	01-6200-198	UNIFORMS	31.59
05/15/26	45404	AMAZON CAPITAL SERVICES	042826 PACK OF USB FLASH DRIVES	113-5968441	01-6200-312	OFFICE SUPPLIES	67.99
05/15/26	45405	APWA MEMBERSHIP	050626 MEMBERSHIP & CHAPTER DU	9157/937054	01-6100-321	DUES & SUBSCRIPTIONS	605.00
05/15/26	45406	AT&T MOBILITY	042526 WIRELESS	2872972642	01-6200-314	TELEPHONE	557.52
05/15/26	45407	CIVICPLUS LLC	060126 CODE BANK-ANNUAL	366616	01-6000-321	DUES & SUBSCRIPTIONS	1,050.00
05/15/26	45408	COMED	042426 ACCT#7675375000	042426-3750	01-6100-219	ELECTRIC - STREET LIGHTS	2,842.37
05/15/26	45409	COMED	042426 ACCT#1257391222	042426-3912	01-6100-219	ELECTRIC - STREET LIGHTS	176.84
05/15/26	45410	COMED	042926 ACCT#8834093000	042926-0930	01-6100-316	UTILITIES	49.84
05/15/26	45411	COMED	042926 ACCT#2884133000	042926-1330	01-6100-316	UTILITIES	44.92
05/15/26	45412	COMED	042926 ACCT#4226364000	042926-3640	01-6100-219	ELECTRIC - STREET LIGHTS	86.84
05/15/26	45413	COMED	042926 ACCT#5627704000	042926-7040	06-7300-221	UTILITIES	43.77
05/15/26	45414	COMED	042926 ACCT#9332732000	042926-7320	01-6100-316	UTILITIES	44.56
05/15/26	45415	COMED	042926 ACCT#1518843000	042926-8430	01-6100-219	ELECTRIC - STREET LIGHTS	31.75
05/15/26	45416	COMED	042926 ACCT#7752852000	042926-8520	01-6100-316	UTILITIES	60.48
05/15/26	45417	COMED	043026 ACCT#2834093000	043026-0930	06-7300-221	UTILITIES	739.81
05/15/26	45418	COMED	043026 ACCT#9931174000	043026-1740	06-7300-221	UTILITIES	54.40
05/15/26	45419	COMED	043026 ACCT#1589242222	043026-2422	07-7400-221	UTILITIES	300.27
05/15/26	45420	COMED	043026 ACCT#0282314000	043026-3140	06-7300-221	UTILITIES	322.97
05/15/26	45421	COMED	043026 ACCT#4239393000	043026-3930	06-7300-221	UTILITIES	45.06
05/15/26	45422	COMED	043026 ACCT#3842452000	043026-4520	07-7400-221	UTILITIES	1,334.31
05/15/26	45423	COMED	043026 ACCT#3761543000	043026-5430	07-7400-221	UTILITIES	5,628.88
05/15/26	45424	COMED	043026 ACCT#1157557000	043026-5570	06-7300-221	UTILITIES	128.05
05/15/26	45425	COMED	043026 ACCT#2751575000	043026-5750	07-7400-221	UTILITIES	309.00

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05/15/26	45426	COMED	043026 ACCT#6486757000	043026-7570	06-7300-221	UTILITIES	132.28
05/15/26	45427	COMED	043026 ACCT#6348930100	043026-9301	06-7300-221	UTILITIES	11,379.34
05/15/26	45428	COMED	043026 ACCT#1103985000	043026-9850	06-7300-221	UTILITIES	200.61
05/15/26	45429	COMED	050126 ACCT#4603382222	050126-3822	13-8000-840	AIRPORT ROAD UTILITIES	27.04
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-28-200-007	060326	01-1300	ACCOUNTS RECEIVABLE	1,627.18
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-27-276-014	060326	01-1300	ACCOUNTS RECEIVABLE	3,096.50
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-27-226-005	060326	01-1300	ACCOUNTS RECEIVABLE	864.94
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-27-100-011	060326	01-1300	ACCOUNTS RECEIVABLE	1,160.48
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-27-100-010	060326	01-1300	ACCOUNTS RECEIVABLE	853.50
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-26-100-002	060326	01-1300	ACCOUNTS RECEIVABLE	1,795.82
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-29-182-013	060326	06-7300-531	REAL ESTATE TAXES	40.00
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-29-152-016	060326	06-7300-531	REAL ESTATE TAXES	40.00
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-28-200-001	060326	06-7300-531	REAL ESTATE TAXES	75.00
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-28-200-006	060326	06-7300-531	REAL ESTATE TAXES	15.94
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326-#09-27-100-004	060326	06-7300-531	REAL ESTATE TAXES	92.00
05/15/26	45430	DEKALB COUNTY TREASURER/	060326-090326 #09-29-181-009	060326	01-6000-531	REAL ESTATE TAXES	40.00
05/15/26	45430	DEKALB COUNTY TREASURER/	060326/090326 #09-28-100-021	060326	07-7400-531	REAL ESTATE TAXES	193.86
05/15/26	45431	ENGINEERING RESOURCE ASS	050926 INV PERIOD 04/01/26-04/30/26	13	13-8000-840	AIRPORT ROAD UTILITIES	37,053.05
05/15/26	45432	ENVISION HEALTHCARE LLC	050126 ADMINISTRATION FEES	263171	01-6000-131	EMPLOYEE HEALTH INSURANCE	153.00
05/15/26	45433	FERGUSON WATER WORKS	040826 GASKETS WELL 1	0548452	07-7400-243	M&O: WELL SYSTEM	19.17
05/15/26	45434	FRONTIER	050626 ACCT#815-756-3030-090623-5	050626-TH	01-6000-314	TELEPHONE	247.10
05/15/26	45434	FRONTIER	050626 ACCT#815-756-9684-090623-5	050626-WS	06-7300-314	TELEPHONE	45.28
05/15/26	45434	FRONTIER	050626 ACCT#815-756-9684-090623-5	050626-WS	07-7400-314	TELEPHONE	45.27
05/15/26	45435	GRAINGER	050426 FILTERS, DRAIN KITS	9903499243	06-7300-241	M&O: VEH & EQUIP	385.92
05/15/26	45436	HARRIS, ROBERT J., III	050726 OFFICER OF YEAR, HRTS TRA	050726	01-6200-331	TRAVEL & TRAINING	278.22
05/15/26	45437	JOHNSON TRACTOR	041626 TIRE W/NUM	IR15898	01-6100-241	VEHICLE & EQUIPMENT MAINT.	510.64
05/15/26	45438	KIESLER POLICE SUPPLY, INC	050426 9MM FLATNOSE	IN281032	01-6200-332	FIREARMS & TACTICAL TRAINING	896.00
05/15/26	45439	KSDisplays	050526 BUSINESS CARDS	23842	01-6200-591	MISC EXPENSE	56.00
05/15/26	45440	LAUTERBACH & AMEN LLP	050126 PROFESSIONAL SERVICES-A	117873	01-6000-214	AUDIT & ACCOUNTING FEES	9,991.14
05/15/26	45440	LAUTERBACH & AMEN LLP	050126 PROFESSIONAL SERVICES-A	117873	06-7300-213	OTHER CONSULTING FEES	1,563.54
05/15/26	45440	LAUTERBACH & AMEN LLP	050126 PROFESSIONAL SERVICES-A	117873	07-7400-213	OTHER CONSULTING FEES	2,345.32
05/15/26	45441	LE PRINT EXPRESS	050526 BLUEPRINT SCAN FOR FOIA	51705	01-6000-315	COPIES & PRINTING	12.50
05/15/26	45441	LE PRINT EXPRESS	051226 DAN WALT PHYSICAL PRINTS	51816	01-6300-215	ZONING ADM: REIMBURSABLE	41.25
05/15/26	45442	MENARDS	032626 SAND IN A TUBE	53669	06-7300-243	M&O: SEWER PLANT	74.02
05/15/26	45442	MENARDS	040826 SAND IN A TUBE	54450	06-7300-243	M&O: SEWER PLANT	37.98
05/15/26	45442	MENARDS	050826 WIRE SLEEVES, CABLE, LOCK	56137	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	101.68
05/15/26	45442	MENARDS	050826 RAGS, VEHICLE SIGNS	56137	01-6100-241	VEHICLE & EQUIPMENT MAINT.	84.49
05/15/26	45442	MENARDS	050826 SOAP REFILLS	56137	01-6100-312	OFFICE SUPPLIES	14.58
05/15/26	45443	MOORE TIRES	042726 '15 KUBOTA-TIRE SEALER, VA	2051334	01-6100-241	VEHICLE & EQUIPMENT MAINT.	482.33

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05/15/26	45444	NAPA AUTO PARTS	041026 BATTERIES	981828	01-6100-241	VEHICLE & EQUIPMENT MAINT.	105.90
05/15/26	45445	OFFICE PRO	050526 MEMO PADS, TAPE, CLIPS, GR	765847-0	01-6000-312	OFFICE SUPPLIES	112.69
05/15/26	45445	OFFICE PRO	050626 BATHROOM TISSUE	765847-1	01-6000-312	OFFICE SUPPLIES	131.84
05/15/26	45445	OFFICE PRO	050726 REFILL SERIES	765847-2	01-6000-312	OFFICE SUPPLIES	4.11
05/15/26	45446	PACE ANALYTICAL SERVICES L	043026 WATER TESTING	267212313	07-7400-345	CHEMICALS & TESTING	420.00
05/15/26	45446	PACE ANALYTICAL SERVICES L	043026 WATER TESTING	267212313	06-7300-345	WASTEWATER TESTING	2,349.00
05/15/26	45447	RUSH POWER SYSTEMS LLC	051126 KOHLER TRANSFER SWITCH	15843	06-7300-243	M&O: SEWER PLANT	467.50
05/15/26	45448	SHELL ENERGY SOLUTIONS R	050126 METER AT IRR RIG	NE00000004	06-7300-221	UTILITIES	9.64
05/15/26	45449	STAHL'S SERVICE & REPAIR IN	042526 '06 INTERNATIONAL-REBUILD	12902	07-7400-241	M&O: VEH & EQUIP	2,380.50
05/15/26	45450	SWEDBERG ELECTRIC INC	042926 REINSTALL OVERLOUD & CON	19372	07-7400-243	M&O: WELL SYSTEM	182.00
05/15/26	45451	USABBLUEBOOK	050426 PIPET TIPS, YSI PROSOi DO M	INV0103732	06-7300-345	WASTEWATER TESTING	1,527.59
05/15/26	45451	USABBLUEBOOK	050426 NALGENES, BENCHTOP, PH2	INV0103732	07-7400-345	CHEMICALS & TESTING	359.86
05/15/26	45452	VERIZON CONNECT FLEET US	050126 VEHICLE TRACKING SUBSCRI	3860000802	01-6100-314	TELEPHONE	87.25
05/15/26	45453	WATER PRODUCTS CO	051426 MARKER FLAGS & PAINT, CUR	0335714	06-7300-243	M&O: SEWER PLANT	600.00
05/15/26	45453	WATER PRODUCTS CO	051426 MARKER FLAGS & PAINT, CUR	0335714	07-7400-243	M&O: WELL SYSTEM	1,674.66
05/15/26	45453	WATER PRODUCTS CO	051426 MARKER FLAGS & PAINT, CUR	0335714	01-6100-224	STREET REPAIR MATERIALS	684.00
05/15/26	45454	WATER REMEDIATION TECHNO	050126 BASE TREATMENT CHARGE-	025554	07-7400-222	RADIUM REMOVAL PROCESSING	6,924.72
05/15/26	45454	WATER REMEDIATION TECHNO	050126 BASE TREATMENT CHARGE-	025555	07-7400-222	RADIUM REMOVAL PROCESSING	3,028.67
05/15/26	45455	XEROX BUSINESS SOLUTIONS	042426 CONTRACT #K-70938-01 BASE	IN6463061	01-6200-315	COPIES & PRINTING	48.75
05/15/26	45455	XEROX BUSINESS SOLUTIONS	042426 CONTRACT #K-70938-01 OVER	IN6463061	01-6200-315	COPIES & PRINTING	37.06
05/15/26	45456	XEROX FINANCIAL SERVICES	042826 CONTRACT PYMT-4/28/26-5/27	41961449	01-6200-315	COPIES & PRINTING	24.72
05/15/26	45457	FRONTIER	050626 #815-756-2558-090623-5	050626-PD	01-6200-314	TELEPHONE	117.73
05/15/26	45458	VERIZON WIRELESS	050126 MOBILE BROADBAND SERVIC	6142489380	01-6000-314	TELEPHONE	88.61
05/15/26	45458	VERIZON WIRELESS	050126 MOBILE BROADBAND SERVIC	6142489380	01-6300-314	TELEPHONE	185.83
05/15/26	45458	VERIZON WIRELESS	050126 MOBILE BROADBAND SERVIC	6142489380	07-7400-314	TELEPHONE	114.45
05/15/26	45458	VERIZON WIRELESS	050126 MOBILE BROADBAND SERVIC	6142489380	06-7300-314	TELEPHONE	69.37
05/15/26	45458	VERIZON WIRELESS	050126 MOBILE BROADBAND SERVIC	6142489380	01-6100-314	TELEPHONE	223.84
05/29/26	45459	ATLAS BOBCAT, LLC	051926 REINSTALL TRACK	K46233	01-6100-241	VEHICLE & EQUIPMENT MAINT.	1,025.33
05/29/26	45460	AXON ENTERPRISE, INC	050126 FY 26 INSTALLMENT PAYMENT	INUS442125	01-6200-612	Principal Exp - Installmt Cont	5,739.60
05/29/26	45461	BOCKMAN'S TRUCK & FLEET	051826 SAFETY STICKER-'10 INTERNA	65621	01-6100-241	VEHICLE & EQUIPMENT MAINT.	59.00
05/29/26	45461	BOCKMAN'S TRUCK & FLEET	051826 SAFETY STICKER-'13 INTERNA	65624	01-6100-241	VEHICLE & EQUIPMENT MAINT.	59.00
05/29/26	45461	BOCKMAN'S TRUCK & FLEET	051826 SAFETY STICKER-'17 FREIGH	65631	01-6100-241	VEHICLE & EQUIPMENT MAINT.	59.00
05/29/26	45462	CASEY'S BUSINESS MASTERC	050526 FUEL	050526	01-6200-371	GAS & PETROLEUM	93.27
05/29/26	45462	CASEY'S BUSINESS MASTERC	050526 FUEL	050526-1	01-6200-371	GAS & PETROLEUM	134.04
05/29/26	45463	CENTURY PRINT & GRAPHICS	051926 CCR Report	402925IN	07-7400-311	OFFICE EXPENSE	1,978.00
05/29/26	45464	CITY OF ST CHARLES	051526 SHOOTING RANGE FEE FY26-	IN12484	01-6200-332	FIREARMS & TACTICAL TRAINING	675.00
05/29/26	45465	CONSERV FS INC	051426 DIESELEX GOLD ULTRA	122018226	01-6100-371	FUEL	863.41
05/29/26	45465	CONSERV FS INC	051426 ROUNDUP	40027622	01-6100-258	FORESTRY	1,044.40
05/29/26	45466	DEKALB COUNTY GOVERNMEN	042826 SALT-DELIVERED 1/28/26	13937	01-6100-220	ROAD SALT	3,764.66

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05/29/26	45467	DOMINGUEZ, BENJAMIN	052926 REFUND OVERPAYMENT	052926	07-1300	ACCOUNTS RECEIVABLE	20.43
05/29/26	45468	FOSTER & BUICK	052026 '25 OFFICER GRIEVANCE	491420	01-6200-512	LEGAL - UNION	437.50
05/29/26	45468	FOSTER & BUICK	052026 ADJUDICATION	491420	01-6200-212	ADJUDICATION	87.50
05/29/26	45468	FOSTER & BUICK	052026 GENERAL COUNSEL	491420	01-6000-211	LEGAL EXPENSE	218.75
05/29/26	45468	FOSTER & BUICK	052026 SOLAR ANNEXATION	491420	01-6000-211	LEGAL EXPENSE	218.75
05/29/26	45468	FOSTER & BUICK	052026 LRS CONTRACT RENEWAL	491420	01-6000-211	LEGAL EXPENSE	393.75
05/29/26	45468	FOSTER & BUICK	052026 OFFICER GRIEVANCE	491420-1	01-6200-512	LEGAL - UNION	1,268.75
05/29/26	45468	FOSTER & BUICK	052026 IEPA ISSUE	491420-1	06-7300-311	OFFICE EXPENSE	175.00
05/29/26	45468	FOSTER & BUICK	052026 ADJUDICATION	491420-1	01-6200-212	ADJUDICATION	393.75
05/29/26	45468	FOSTER & BUICK	052026 GENERAL COUNSEL	491420-1	01-6000-211	LEGAL EXPENSE	700.00
05/29/26	45468	FOSTER & BUICK	052026 FOIA REQUESTS	491420-1	01-6000-211	LEGAL EXPENSE	43.75
05/29/26	45468	FOSTER & BUICK	052026 SOLARSTONE ANNEXATION	491420-1	01-6000-211	LEGAL EXPENSE	306.25
05/29/26	45469	FRONTIER	051026 #217-021-0061-122818-5	051026-TOW	01-6200-314	TELEPHONE	152.17
05/29/26	45469	FRONTIER	051026 #217-021-0061-122818-5	051026-TOW	01-6000-314	TELEPHONE	152.17
05/29/26	45469	FRONTIER	051026 #217-021-0061-122818-5	051026-TOW	06-7300-311	OFFICE EXPENSE	148.57
05/29/26	45470	GRAINGER	051826 WATER PRESSURE REDUCIN	9920461150	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	1,201.75
05/29/26	45471	ILLINOIS COUNCIL OF POLICE	053126 UNION DUES FOR MAY 2026	053126	01-2140	UNION DUES	230.00
05/29/26	45472	INNOVATIVE WIRELESS SOLUTI	031226 RADIO BATTERIES	1018	01-6200-240	EQUIPMENT PURCHASES & MAINT	412.80
05/29/26	45473	LAUTERBACH & AMEN LLP	052126 2026 GASB 74/75 LIMITED REP	118567	01-6000-214	AUDIT & ACCOUNTING FEES	1,730.00
05/29/26	45474	LEMKE, JEFFERY	042626 MILEAGE-IPSI	050126	06-7300-313	TRAINING	142.83
05/29/26	45474	LEMKE, JEFFERY	050126 MILEAGE-IPSI	050126-1	06-7300-313	TRAINING	142.83
05/29/26	45475	MENARDS	051426 FLOWING BASKETS	56505	03-6500-840	HOLIDAY DECORATIONS	109.90
05/29/26	45475	MENARDS	051426 PIVOTING DRUM FAN, SPRAY	56509	07-7400-243	M&O: WELL SYSTEM	289.35
05/29/26	45475	MENARDS	051526 CEDARTONE 2X10'S	56569	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	92.45
05/29/26	45476	METRONET	052826 FIBER SPEED INTERNET	052826	06-7300-311	OFFICE EXPENSE	49.95
05/29/26	45476	METRONET	052826 FIBER SPEED INTERNET	052826	07-7400-311	OFFICE EXPENSE	49.95
05/29/26	45477	MILLER, CANFIELD, PADDOCK	050626 IEPA ISSUES-APRIL 2026	1736945	06-7300-211	LEGAL/COLLECTION EXPENSE	2,226.00
05/29/26	45478	NCPERS GROUP LIFE INS	050126 LIFE INSURANCE PREMIUM-6/	6231062026	01-2130	LIFE INSURANCE WITHHELD	112.00
05/29/26	45479	NICOR	051526 156 E NORTH AVE	051526	06-7300-221	UTILITIES	194.94
05/29/26	45479	NICOR	051526 250 S HALWOOD ST	051526	01-6100-316	UTILITIES	222.55
05/29/26	45479	NICOR	051826 91 N SPRUCE ST	051826	07-7400-221	UTILITIES	67.62
05/29/26	45479	NICOR	051826 100 S LLANOS ST	051826	07-7400-221	UTILITIES	261.58
05/29/26	45479	NICOR	051826 227 S SOMONAUK RD	051826	07-7400-221	UTILITIES	107.52
05/29/26	45479	NICOR	051826 238 E CORTLAND CENTER RD	051826	06-7300-221	UTILITIES	68.31
05/29/26	45479	NICOR	051826 59 S SOMONAUK RD	051826	01-6100-316	UTILITIES	111.78
05/29/26	45479	NICOR	051826 54 MARY ALDIS LN	051826	01-6200-316	UTILITIES	103.29
05/29/26	45480	NORTHWESTERN MEDICINE KI	042826 EAP CONTRACT-5/26-5/27	2026-17R	01-6000-131	EMPLOYEE HEALTH INSURANCE	567.00
05/29/26	45481	PIRTEK ROCKFORD	051826 MADE HOSE PER SAMPLE	RF-S012078	01-6100-241	VEHICLE & EQUIPMENT MAINT.	88.12
05/29/26	45482	Pitney Bowes Inc	051426 E-Z SEAL FLIP TOP BOTTLES	1029456036	01-6000-312	OFFICE SUPPLIES	35.68

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
05/29/26	45483	PRINCIPAL LIFE INSURANCE C	051826 ACCT. 1048895-10001	051826	01-2100	HEALTH INS WITHHELD	331.25
05/29/26	45484	SIKICH LLP	051526 2026 AUDIT	205155	01-6000-214	AUDIT & ACCOUNTING FEES	3,725.75
05/29/26	45484	SIKICH LLP	051526 2026 AUDIT	205155	06-7300-214	AUDIT FEES	1,117.72
05/29/26	45484	SIKICH LLP	051526 2026 AUDIT	205155	07-7400-214	AUDIT FEES	993.53
05/29/26	45485	SILVERTHORNE DEVELOPMEN	052226 ACCT#1421.00.00-REFUND OV	052226	07-1300	ACCOUNTS RECEIVABLE	72.97
05/29/26	45486	STAHL'S SERVICE & REPAIR IN	051426 '16 FREIGHTLINER-LEAKING A	16-12925	01-6100-241	VEHICLE & EQUIPMENT MAINT.	2,807.25
05/29/26	45487	SUN LIFE ASSURANCE COMPA	051526 EMPLOYEE DENTAL INSURAN	051526	01-2100	HEALTH INS WITHHELD	824.86
05/29/26	45488	VIKING CHEMICAL COMPANY	051126 HYDROFLUOSILICIC ACID, SO	197848	07-7400-345	CHEMICALS & TESTING	1,178.00
05/29/26	45489	WARD, MURRAY, PACE & JOHN	053126 CASE#2024SC555, S SCHAIBL	053126	01-2120	MISC DEDUCTION WITHHELD	1,066.83
05/29/26	45490	WATER PRODUCTS CO	052026 PRESSURE VALVE	0335863	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	1,245.00
05/29/26	45491	WATER REMEDIATION TECHNO	060126 WATER TREATMENT-W 3	025644	07-7400-222	RADIUM REMOVAL PROCESSING	6,924.72
05/29/26	45491	WATER REMEDIATION TECHNO	060126 WATER TREATMENT-W 4	025645	07-7400-222	RADIUM REMOVAL PROCESSING	3,028.67
05/29/26	45492	XEROX FINANCIAL SERVICES	052126 CONTRACT #211-4186552-001	42081929	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	168.32
05/31/26	5302	BACKBLAZE	052626 B2 CLOUD STORAGE	C2034EBF5	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	4.63
05/31/26	5303	BLUECROSS BLUESHIELD OF I	051526 EMPLOYEE HEALTH INS-6/26	051526	01-2100	HEALTH INS WITHHELD	25,182.48
05/31/26	5304	COUNTRY INN & SUITES	050126 J LEMKE-4/26/26-5/1/26	1014258874	06-7300-313	TRAINING	610.50
05/31/26	5305	DOLLAR GENERAL	052926 PACKING TAPE	52926	01-6000-312	OFFICE SUPPLIES	6.44
05/31/26	5306	ENVISION HEALTHCARE LLC	051326 EMPLOYEE HRA PYMT	050826	01-6000-131	EMPLOYEE HEALTH INSURANCE	1,345.61
05/31/26	5307	INTERMEDIA	050126 EMAIL ARCHIVING & MICROS	2605084714	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	408.90
05/31/26	5308	MICROSOFT ONLINE	051126 ONLINE SERVICES	E0200Z6RC	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	123.75
05/31/26	5309	PEPPERMILL	052626 IIMC CONFERENCE-C ALDIS	CIIMC26	01-6000-331	TRAVEL & TRAINING	428.75
05/31/26	5310	US POSTAL SERVICE	052926 MARKETING MAIL PERMIT FE	052926	01-6000-313	POSTAGE	370.00
05/31/26	5311	ZIFT, LLC	050526 PYMT PROCESSING FEES	050526	06-7300-311	OFFICE EXPENSE	6.00
05/31/26	5311	ZIFT, LLC	050526 PYMT PROCESSING FEES	050526	07-7400-311	OFFICE EXPENSE	6.00
05/31/26	5312	HUMANA INSURANCE CO	041926 VISION INS. PREMIUMS-5/26	981752084	01-2100	HEALTH INS WITHHELD	180.85
05/31/26	5313	ENVISION HEALTHCARE LLC	052726 EMPLOYEE HRA PYMT	052626	01-6000-131	EMPLOYEE HEALTH INSURANCE	3,095.03
05/31/26	5314	US POSTAL SERVICE	052926 CCR REPORT MAILING	052926-W	07-7400-311	OFFICE EXPENSE	1,618.08
05/31/26	5315	US POSTAL SERVICE	050426 WATER BILLING	050426	06-7300-311	OFFICE EXPENSE	376.06
05/31/26	5315	US POSTAL SERVICE	050426 WATER BILLING	050426	07-7400-311	OFFICE EXPENSE	376.07
05/31/26	5316	CDW GOVERNMENT INC	050526 CR RECEIPT PRINTER	1CK8RF0	01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	402.73
05/31/26	5317	LEOSA CARDS	051226 ID CARDS FOR RETIRED LAW	1169274957	01-6200-332	FIREARMS & TACTICAL TRAINING	41.99
05/31/26	5318	WE THE PEOPLE HOLSTERS	051126 SPRINGFIELD ECHELON WITH	WTP-393810	01-6200-198	UNIFORMS	148.75
Total 05/26:							240,239.24
Grand Totals:							240,239.24

Funds: #01 = General Fund, #02 = Motor Fuel Tax, #03 = Capital Improvement Fund, #04 = Economic Development Fund, #05 = Special Project Fund, #06 = Sewer System, #07 = Water System, #12 = Police Department, #13 = Restricted Assets Fund, #14 = TIF FUND

General Fund Departments: #01-6000 = Administration, #01-6100 = Operations & Maintenance, #01-6300 = Engineering, Zoning & Building

Town of Cortland

Cash Summaries

Month Ending:

May 31, 2026

	<u>General</u>	<u>MFT</u>	<u>CIF</u>	<u>Sewer</u>	<u>Water</u>	<u>RAF</u>	<u>TIF</u>	<u>Total</u>
Beginning Cash	<u>\$ 322,928.80</u>	<u>\$ 1,068,730.42</u>	<u>\$ 1,482,996.67</u>	<u>\$ 3,635,759.74</u>	<u>\$ 1,673,343.89</u>	<u>\$ 1,937,137.64</u>	<u>\$ 1,704,072.84</u>	<u>\$ 11,824,970.00</u>
Revenue over								
Expenses:	\$ 31,146.23	\$ 19,659.60	\$ 31,127.02	\$ 1,420.41	\$ (38,236.98)	\$ 9,579.46	\$ 69,518.35	\$ 124,214.09
Receivables								
Prev month	\$ 1,112,419.08	\$ 16,235.28	\$ 92,678.23	\$ 156,227.12	\$ 142,747.66	\$ 3,607.50	\$ -	\$ 1,523,914.87
Current month	<u>220,444.24</u>	<u>16,235.28</u>	<u>92,678.23</u>	<u>29,406.70</u>	<u>30,718.10</u>	<u>3,607.50</u>	<u>-</u>	<u>393,090.05</u>
Change in receivables	\$ 891,974.84	\$ -	\$ -	\$ 126,820.42	\$ 112,029.56	\$ -	\$ -	\$ 1,130,824.82
Less: non-expense								\$ -
AJE for Audit		\$ -				\$ -	\$ -	\$ -
Payables								
Prev month	\$ 1,049,868.34	\$ -	\$ 27,294.74	\$ 581,797.46	\$ 132,625.17	\$ 1,052,958.26	\$ 1,766.10	\$ 2,846,310.07
Current month	<u>78,919.69</u>	<u>-</u>	<u>27,294.74</u>	<u>560,841.69</u>	<u>115,717.38</u>	<u>1,002,734.50</u>	<u>-</u>	<u>1,785,508.00</u>
Change in Payables	\$ (970,948.65)	\$ -	\$ -	\$ (20,955.77)	\$ (16,907.79)	\$ (50,223.76)	\$ (1,766.10)	\$ (1,060,802.07)
Ending Cash	<u>\$ 275,101.22</u>	<u>\$ 1,088,390.02</u>	<u>\$ 1,514,123.69</u>	<u>\$ 3,743,044.80</u>	<u>\$ 1,730,228.68</u>	<u>\$ 1,896,493.34</u>	<u>\$ 1,771,825.09</u>	<u>\$ 12,019,206.84</u>
Per Cash								
Trial Balance:	<u>\$ 275,101.22</u>	<u>\$ 1,088,390.02</u>	<u>\$ 1,514,123.69</u>	<u>\$ 3,743,044.80</u>	<u>\$ 1,730,228.68</u>	<u>\$ 1,896,493.34</u>	<u>\$ 1,771,825.09</u>	<u>\$ 12,019,206.84</u>

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROPERTY TAX</u>					
01-4052 RE TAX - CORPORATE LEVY	23,079.42	23,079.42	520,009.00	496,929.58	4.4
01-4055 PROPERTY TAX-POLICE	11,327.29	11,327.29	256,507.00	245,179.71	4.4
01-4058 RE TAX - IMRF LEVY	2,473.30	2,473.30	56,008.00	53,534.70	4.4
01-4059 RE TAX - SOC SEC LEVY	2,307.85	2,307.85	52,261.00	49,953.15	4.4
TOTAL PROPERTY TAX	39,187.86	39,187.86	884,785.00	845,597.14	4.4
<u>FINES & FORFEITURES</u>					
01-4062 COURT FINES	935.00	935.00	6,500.00	5,565.00	14.4
TOTAL FINES & FORFEITURES	935.00	935.00	6,500.00	5,565.00	14.4
<u>ROAD & BRIDGE TAX</u>					
01-4071 ROAD & BRIDGE TAX REV	913.68	913.68	16,000.00	15,086.32	5.7
TOTAL ROAD & BRIDGE TAX	913.68	913.68	16,000.00	15,086.32	5.7
<u>BUILDING & ZONING PERMITS</u>					
01-4082 ZONING PERMITS	500.00	500.00	.00 (	500.00)	.0
01-4083 BUILDING PERMITS	1,210.00	1,210.00	70,000.00	68,790.00	1.7
01-4084 SITE GRADING PLAN REVIEW	300.00	300.00	.00 (	300.00)	.0
TOTAL BUILDING & ZONING PERMITS	2,010.00	2,010.00	70,000.00	67,990.00	2.9
<u>LAND/CASH REVENUE</u>					
01-4099 LAND/CASH - TOWN SERVICES	.00	.00	9,450.00	9,450.00	.0
TOTAL LAND/CASH REVENUE	.00	.00	9,450.00	9,450.00	.0
<u>INCOME TAX REVENUE</u>					
01-4101 STATE INCOME TAX REVENUE	136,061.21	136,061.21	785,000.00	648,938.79	17.3
TOTAL INCOME TAX REVENUE	136,061.21	136,061.21	785,000.00	648,938.79	17.3

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SALES TAX</u>					
01-4120 NON-HOME RULE SALES TAX	.00	.00	230,000.00	230,000.00	.0
01-4122 SALES TAX	18,130.40	18,130.40	275,000.00	256,869.60	6.6
01-4123 LOCAL USE TAX	2,428.39	2,428.39	35,000.00	32,571.61	6.9
TOTAL SALES TAX	20,558.79	20,558.79	540,000.00	519,441.21	3.8
<u>REPLACEMENT TAX - STATE</u>					
01-4141 REPLACEMENT TAX - STATE	359.28	359.28	2,000.00	1,640.72	18.0
01-4142 VIDEO GAMING TAX - STATE	2,524.39	2,524.39	21,000.00	18,475.61	12.0
01-4143 CANNABIS USE TAX - STATE	708.38	708.38	6,200.00	5,491.62	11.4
TOTAL REPLACEMENT TAX - STATE	3,592.05	3,592.05	29,200.00	25,607.95	12.3
<u>OTHER PERMITS</u>					
01-4153 LIQUOR LICENSES	.00	.00	8,200.00	8,200.00	.0
01-4154 PARK RENTAL	.00	.00	50.00	50.00	.0
01-4155 NON-HIGHWAY VEHICLES PERMIT	50.00	50.00	500.00	450.00	10.0
01-4156 SOLICITORS PERMIT	25.00	25.00	200.00	175.00	12.5
TOTAL OTHER PERMITS	75.00	75.00	8,950.00	8,875.00	.8
<u>DONATIONS</u>					
01-4166 CEMETERY RECEIPTS	.00	.00	300.00	300.00	.0
TOTAL DONATIONS	.00	.00	300.00	300.00	.0
<u>FRANCHISE FEES</u>					
01-4181 FRANCHISE FEES	.00	.00	25,000.00	25,000.00	.0
TOTAL FRANCHISE FEES	.00	.00	25,000.00	25,000.00	.0
<u>SIMPLIFIED TELECOM TAX (IMF)</u>					
01-4201 SIMPLIFIED TELECOMM TAX (IMF)	523.55	523.55	5,500.00	4,976.45	9.5
TOTAL SIMPLIFIED TELECOM TAX (IMF)	523.55	523.55	5,500.00	4,976.45	9.5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CORTLAND HISTORY BOOK</u>					
01-4851	CORTLAND HISTORY BOOK	.00	.00	50.00	50.00	.0
	TOTAL CORTLAND HISTORY BOOK	.00	.00	50.00	50.00	.0
	<u>REIMBURSEMENTS</u>					
01-4909	REIMBURSEMENTS - OTHER	.00	.00	2,000.00	2,000.00	.0
	TOTAL REIMBURSEMENTS	.00	.00	2,000.00	2,000.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
01-4990	MISC REV PD REPORTS	.00	.00	150.00	150.00	.0
01-4991	MISC REVENUE	25.00	25.00	1,000.00	975.00	2.5
01-4996	BUSINESS LICENSES	.00	.00	1,500.00	1,500.00	.0
	TOTAL MISCELLANEOUS REVENUE	25.00	25.00	2,650.00	2,625.00	.9
	<u>INTEREST ON INVESTMENT</u>					
01-8011	INTEREST ON INVESTMENT	5,229.29	5,229.29	15,000.00	9,770.71	34.9
	TOTAL INTEREST ON INVESTMENT	5,229.29	5,229.29	15,000.00	9,770.71	34.9
	<u>TRANSFERS FROM OTHER FUNDS</u>					
01-8101	TRANSFERS FROM OTHER FUNDS	.00	.00	2,000,000.00	2,000,000.00	.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	2,000,000.00	2,000,000.00	.0
	TOTAL FUND REVENUE	209,111.43	209,111.43	4,400,385.00	4,191,273.57	4.8

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ADMINISTRATION</u>					
01-6000-110	SALARIES - ELECTED OFFICIALS	9,888.57	9,888.57	131,100.00	121,211.43	7.5
01-6000-119	SALARIES - CLERICAL WORKERS	10,404.09	10,404.09	110,000.00	99,595.91	9.5
01-6000-131	EMPLOYEE HEALTH INSURANCE	8,263.06	8,263.06	58,352.00	50,088.94	14.2
01-6000-133	IMRF CONTRIBUTION	1,492.56	1,492.56	17,500.00	16,007.44	8.5
01-6000-134	EMPLOYEE INOCULATIONS	.00	.00	1,000.00	1,000.00	.0
01-6000-193	PAYROLL TAXES	1,545.93	1,545.93	16,000.00	14,454.07	9.7
01-6000-211	LEGAL EXPENSE	886.25	886.25	29,000.00	28,113.75	3.1
01-6000-214	AUDIT & ACCOUNTING FEES	5,455.75	5,455.75	98,200.00	92,744.25	5.6
01-6000-312	OFFICE SUPPLIES	290.76	290.76	4,500.00	4,209.24	6.5
01-6000-313	POSTAGE	740.00	740.00	1,000.00	260.00	74.0
01-6000-314	TELEPHONE	487.88	487.88	14,500.00	14,012.12	3.4
01-6000-315	COPIES & PRINTING	12.50	12.50	330.00	317.50	3.8
01-6000-318	ADVERTISING	.00	.00	1,300.00	1,300.00	.0
01-6000-321	DUES & SUBSCRIPTIONS	2,270.00	2,270.00	28,000.00	25,730.00	8.1
01-6000-331	TRAVEL & TRAINING	303.75	303.75	4,500.00	4,196.25	6.8
01-6000-351	OFFICE EQUIP/MAINT/SOFTWARE	1,171.73	1,171.73	25,000.00	23,828.27	4.7
01-6000-421	COMMUNITY PROGRAMS	.00	.00	20,000.00	20,000.00	.0
01-6000-511	INSURANCE EXPENSE	.00	.00	18,000.00	18,000.00	.0
01-6000-531	REAL ESTATE TAXES	40.00	40.00	4,900.00	4,860.00	.8
01-6000-591	MISC EXPENSE	80.00	80.00	2,460.00	2,380.00	3.3
	<u>TOTAL ADMINISTRATION</u>	<u>43,332.83</u>	<u>43,332.83</u>	<u>585,642.00</u>	<u>542,309.17</u>	<u>7.4</u>

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
01-6100-118 SALARIES - MAINT WORKERS	16,307.37	16,307.37	278,075.00	261,767.63	5.9
01-6100-131 EMPLOYEE HEALTH INSURANCE	3,421.50	3,421.50	59,680.00	56,258.50	5.7
01-6100-133 IMRF CONTRIBUTION	1,482.35	1,482.35	25,000.00	23,517.65	5.9
01-6100-193 PAYROLL TAXES	1,247.53	1,247.53	21,273.00	20,025.47	5.9
01-6100-197 DRUG/ALCOHOL PROGRAMS	.00	.00	800.00	800.00	.0
01-6100-198 UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-6100-218 MAINTENANCE - STREET LIGHTS	.00	.00	2,500.00	2,500.00	.0
01-6100-219 ELECTRIC - STREET LIGHTS	.00	.00	38,000.00	38,000.00	.0
01-6100-221 ROAD SIGNS	.00	.00	4,000.00	4,000.00	.0
01-6100-222 RAILROAD CROSSING MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-6100-224 STREET REPAIR MATERIALS	684.00	684.00	20,000.00	19,316.00	3.4
01-6100-226 TOOLS AND HARDWARE	.00	.00	3,000.00	3,000.00	.0
01-6100-227 SMALL EQUIPMENT PURCHASES	.00	.00	8,000.00	8,000.00	.0
01-6100-232 MAINTENANCE TOWN GARAGE	.00	.00	6,000.00	6,000.00	.0
01-6100-235 PARKS - EQUIPMENT MAINTENANCE	2,640.88	2,640.88	15,000.00	12,359.12	17.6
01-6100-239 NUISANCE MOWING	.00	.00	1,000.00	1,000.00	.0
01-6100-241 VEHICLE & EQUIPMENT MAINT.	4,182.19	4,182.19	40,000.00	35,817.81	10.5
01-6100-242 TOWN HALL MAINTENANCE	.00	.00	6,000.00	6,000.00	.0
01-6100-245 EQUIPMENT RENTAL	.00	.00	20,000.00	20,000.00	.0
01-6100-255 STORM SEWER REPAIRS	.00	.00	5,000.00	5,000.00	.0
01-6100-258 FORESTRY	1,044.40	1,044.40	10,000.00	8,955.60	10.4
01-6100-312 OFFICE SUPPLIES	14.58	14.58	500.00	485.42	2.9
01-6100-314 TELEPHONE	223.84	223.84	4,000.00	3,776.16	5.6
01-6100-316 UTILITIES	334.33	334.33	10,000.00	9,665.67	3.3
01-6100-321 DUES & SUBSCRIPTIONS	605.00	605.00	585.00	(20.00)	103.4
01-6100-331 TRAVEL AND TRAINING	.00	.00	2,500.00	2,500.00	.0
01-6100-351 OFFICE EQUIP & MAINT	37.50	37.50	2,000.00	1,962.50	1.9
01-6100-371 FUEL	863.41	863.41	25,000.00	24,136.59	3.5
01-6100-511 INSURANCE EXPENSE	.00	.00	40,000.00	40,000.00	.0
01-6100-522 FEES/PERMITS	.00	.00	2,000.00	2,000.00	.0
01-6100-525 TECHNOLOGY UPGRADES	.00	.00	2,000.00	2,000.00	.0
01-6100-591 MISC EXPENSE	.00	.00	4,000.00	4,000.00	.0
01-6100-592 CEMETERY EXPENSE	.00	.00	1,000.00	1,000.00	.0
01-6100-611 PRINCIPAL PAYMENTS	.00	.00	49,135.00	49,135.00	.0
01-6100-621 INTEREST EXPENSE	.00	.00	10,719.00	10,719.00	.0
01-6100-811 CAP OUTLAY: CONSTRUCT	.00	.00	16,000.00	16,000.00	.0
TOTAL PUBLIC WORKS	33,088.88	33,088.88	734,767.00	701,678.12	4.5

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
01-6200-114 SALARIES - REGULAR	55,183.65	55,183.65	876,000.00	820,816.35	6.3
01-6200-115 SALARIES - SPECIAL ASSIGNMENT	7,228.06	7,228.06	50,000.00	42,771.94	14.5
01-6200-131 EMPLOYEE HEALTH INS	9,019.68	9,019.68	121,180.00	112,160.32	7.4
01-6200-133 IMRF CONTRIBUTION	5,373.65	5,373.65	72,000.00	66,626.35	7.5
01-6200-193 PAYROLL TAXES	4,627.56	4,627.56	64,000.00	59,372.44	7.2
01-6200-198 UNIFORMS	148.75	148.75	2,500.00	2,351.25	6.0
01-6200-199 UNIFORM ALLOWANCE	.00	.00	5,000.00	5,000.00	.0
01-6200-211 LEGAL EXPENSE	.00	.00	500.00	500.00	.0
01-6200-212 ADJUDICATION	87.50	87.50	5,000.00	4,912.50	1.8
01-6200-240 EQUIPMENT PURCHASES & MAINT	.00	.00	8,000.00	8,000.00	.0
01-6200-241 VEHICLE MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
01-6200-242 OFFICE MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-6200-261 TELECOMMUNICATIONS SERVICE	.00	.00	68,000.00	68,000.00	.0
01-6200-312 OFFICE SUPPLIES	.00	.00	1,500.00	1,500.00	.0
01-6200-313 POSTAGE	.00	.00	250.00	250.00	.0
01-6200-314 TELEPHONE	269.90	269.90	13,000.00	12,730.10	2.1
01-6200-315 COPIES & PRINTING	73.47	73.47	1,100.00	1,026.53	6.7
01-6200-316 UTILITIES	103.29	103.29	2,000.00	1,896.71	5.2
01-6200-317 BUSINESS FORMS EXPENSE	.00	.00	1,500.00	1,500.00	.0
01-6200-321 DUES & SUBSCRIPTIONS	.00	.00	35,000.00	35,000.00	.0
01-6200-331 TRAVEL & TRAINING	1,478.22	1,478.22	5,000.00	3,521.78	29.6
01-6200-332 FIREARMS & TACTICAL TRAINING	1,612.99	1,612.99	4,000.00	2,387.01	40.3
01-6200-351 OFFICE EQUIP & MAINT	.00	.00	4,000.00	4,000.00	.0
01-6200-361 DUI PREVENTION EQUIP	.00	.00	1,000.00	1,000.00	.0
01-6200-371 GAS & PETROLEUM	134.04	134.04	17,000.00	16,865.96	.8
01-6200-421 COMMUNITY PROGRAMS	.00	.00	1,000.00	1,000.00	.0
01-6200-511 INSURANCE EXP	.00	.00	39,600.00	39,600.00	.0
01-6200-512 LEGAL - UNION	437.50	437.50	1,500.00	1,062.50	29.2
01-6200-550 TECHNOLOGY UPGRADES	.00	.00	3,000.00	3,000.00	.0
01-6200-591 MISC EXPENSE	56.00	56.00	1,000.00	944.00	5.6
TOTAL POLICE DEPARTMENT	85,834.26	85,834.26	1,414,630.00	1,328,795.74	6.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ENGINEERING & ZONING</u>					
01-6300-118 SALARIES - CODE OFFICIAL	2,139.55	2,139.55	38,750.00	36,610.45	5.5
01-6300-119 ENGINEERING INTERN	.00	.00	10,000.00	10,000.00	.0
01-6300-120 SALARIES - ENGINEER	11,275.34	11,275.34	99,550.00	88,274.66	11.3
01-6300-131 EMPLOYEE HEALTH/LIFE	16.10	16.10	225.00	208.90	7.2
01-6300-133 EMPLOYER IMRF	1,024.93	1,024.93	9,100.00	8,075.07	11.3
01-6300-193 PAYROLL TAXES	1,026.23	1,026.23	8,500.00	7,473.77	12.1
01-6300-211 OUTSIDE ENGINEERING EXPENSE	.00	.00	5,000.00	5,000.00	.0
01-6300-213 PLANNING/ZONING/BUILDING	.00	.00	1,500.00	1,500.00	.0
01-6300-215 ZONING ADM: REIMBURSABLE	41.25	41.25	200.00	158.75	20.6
01-6300-216 ZONING ADMINISTRATION FEES	.00	.00	170.00	170.00	.0
01-6300-241 VEHICLE & EQUIPMENT MAINT.	.00	.00	2,000.00	2,000.00	.0
01-6300-312 OFFICE SUPPLIES	.00	.00	500.00	500.00	.0
01-6300-313 POSTAGE	.00	.00	100.00	100.00	.0
01-6300-314 TELEPHONE	185.83	185.83	2,600.00	2,414.17	7.2
01-6300-315 COPIES & PRINTING	.00	.00	600.00	600.00	.0
01-6300-321 DUES & SUBSCRIPTIONS	.00	.00	1,050.00	1,050.00	.0
01-6300-331 CONFERENCE AND TRAINING	.00	.00	3,000.00	3,000.00	.0
01-6300-351 OFFICE EXPENSE	.00	.00	3,500.00	3,500.00	.0
01-6300-371 GASOLINE	.00	.00	2,500.00	2,500.00	.0
01-6300-511 INSURANCE EXP	.00	.00	500.00	500.00	.0
TOTAL ENGINEERING & ZONING	15,709.23	15,709.23	189,345.00	173,635.77	8.3
TOTAL FUND EXPENDITURES	177,965.20	177,965.20	2,924,384.00	2,746,418.80	6.1
NET REVENUE OVER EXPENDITURES	31,146.23	31,146.23	1,476,001.00	1,444,854.77	2.1

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

MOTOR FUEL TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOTOR FUEL TAX REVENUES</u>					
02-4011 MFT APPROPRIATION	16,235.28	16,235.28	195,000.00	178,764.72	8.3
TOTAL MOTOR FUEL TAX REVENUES	16,235.28	16,235.28	195,000.00	178,764.72	8.3
<u>INTEREST ON INVESTMENT</u>					
02-8011 INTEREST ON INVESTMENT	3,424.32	3,424.32	35,000.00	31,575.68	9.8
TOTAL INTEREST ON INVESTMENT	3,424.32	3,424.32	35,000.00	31,575.68	9.8
TOTAL FUND REVENUE	19,659.60	19,659.60	230,000.00	210,340.40	8.6

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MOTOR FUEL EXPENSES</u>					
02-6400-220	ROAD SALT	.00	.00	40,000.00	40,000.00	.0
02-6400-370	GENERAL MAINTENANCE	.00	.00	250,000.00	250,000.00	.0
	TOTAL MOTOR FUEL EXPENSES	.00	.00	290,000.00	290,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	290,000.00	290,000.00	.0
	NET REVENUE OVER EXPENDITURES	19,659.60	19,659.60	(60,000.00)	(79,659.60)	32.8

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ELECTRICITY</u>					
03-4011	UTILITY TAX - ELECTRICITY	6,739.06	6,739.06	90,000.00	83,260.94	7.5
	TOTAL ELECTRICITY	6,739.06	6,739.06	90,000.00	83,260.94	7.5
	<u>GAS</u>					
03-4021	UTILITY TAX - GAS	6,862.76	6,862.76	54,500.00	47,637.24	12.6
	TOTAL GAS	6,862.76	6,862.76	54,500.00	47,637.24	12.6
	<u>TELEPHONE</u>					
03-4031	SIMPLIFIED TELECOMM TAX (UT)	1,845.45	1,845.45	18,000.00	16,154.55	10.3
	TOTAL TELEPHONE	1,845.45	1,845.45	18,000.00	16,154.55	10.3
	<u>SALES TAX</u>					
03-4041	NON HOME RULE SALES TAX	15,721.60	15,721.60	.00	(15,721.60)	.0
	TOTAL SALES TAX	15,721.60	15,721.60	.00	(15,721.60)	.0
	<u>INTEREST ON INVESTMENTS</u>					
03-8011	INTEREST ON INVESTMENTS	68.05	68.05	60,000.00	59,931.95	.1
	TOTAL INTEREST ON INVESTMENTS	68.05	68.05	60,000.00	59,931.95	.1
	<u>FUNDS FOR GRADE CROSSINGS</u>					
03-8301	GRANT FUNDS	.00	.00	75,000.00	75,000.00	.0
	TOTAL FUNDS FOR GRADE CROSSINGS	.00	.00	75,000.00	75,000.00	.0
	TOTAL FUND REVENUE	31,236.92	31,236.92	297,500.00	266,263.08	10.5

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL IMPR EXPENSES</u>					
03-6500-521 MISC EXPENSE	.00	.00	20,000.00	20,000.00	.0
03-6500-724 DONATION: CO ECON DEV COMM	.00	.00	1,500.00	1,500.00	.0
03-6500-726 DONATIONS- COMMUNITY AGENCIES	.00	.00	1,000.00	1,000.00	.0
03-6500-819 TOWN SIGNAGE	.00	.00	5,000.00	5,000.00	.0
03-6500-824 STREET IMPROVEMENT	.00	.00	400,000.00	400,000.00	.0
03-6500-825 WATER MANAGEMENT STUDY	.00	.00	75,000.00	75,000.00	.0
03-6500-840 HOLIDAY DECORATIONS	109.90	109.90	11,000.00	10,890.10	1.0
03-6500-842 SIDEWALKS, NEW CONSTRUCTION	.00	.00	50,000.00	50,000.00	.0
03-6500-853 PUBLIC WORKS PROJECT	.00	.00	25,000.00	25,000.00	.0
03-6500-858 DCEO GRANT EXPENSES	.00	.00	75,000.00	75,000.00	.0
03-6500-910 TRANSFERS TO OTHER FUNDS	.00	.00	1,000,000.00	1,000,000.00	.0
03-6500-912 LOAN PAYMENTS	.00	.00	59,854.00	59,854.00	.0
03-6500-913 CAPITAL PURCHASE TRANSFERS	.00	.00	16,000.00	16,000.00	.0
TOTAL CAPITAL IMPR EXPENSES	109.90	109.90	1,739,354.00	1,739,244.10	.0
TOTAL FUND EXPENDITURES	109.90	109.90	1,739,354.00	1,739,244.10	.0
NET REVENUE OVER EXPENDITURES	31,127.02	31,127.02	(1,441,854.00)	(1,472,981.02)	2.2

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

SEWER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
06-4010	CONNECTION FEES	.00	.00	17,000.00	17,000.00	.0
06-4011	SERVICE FEES	65.33	65.33	580,000.00	579,934.67	.0
	TOTAL SERVICE FEES	65.33	65.33	597,000.00	596,934.67	.0
	<u>LATE CHARGES</u>					
06-4021	LATE CHARGES	5,837.66	5,837.66	27,000.00	21,162.34	21.6
	TOTAL LATE CHARGES	5,837.66	5,837.66	27,000.00	21,162.34	21.6
	<u>PERMITS</u>					
06-4051	PERMITS	.00	.00	85,000.00	85,000.00	.0
	TOTAL PERMITS	.00	.00	85,000.00	85,000.00	.0
	<u>INTEREST ON INVESTMENT</u>					
06-8011	INTEREST ON INVESTMENT	11,441.45	11,441.45	138,000.00	126,558.55	8.3
	TOTAL INTEREST ON INVESTMENT	11,441.45	11,441.45	138,000.00	126,558.55	8.3
	<u>LEASE INCOME</u>					
06-8801	LEASE INCOME	.00	.00	35,000.00	35,000.00	.0
	TOTAL LEASE INCOME	.00	.00	35,000.00	35,000.00	.0
	TOTAL FUND REVENUE	17,344.44	17,344.44	882,000.00	864,655.56	2.0

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

SEWER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER SYSTEM EXPENSES</u>					
06-7300-118 SALARIES: MAINT WORKERS	7,271.58	7,271.58	99,568.00	92,296.42	7.3
06-7300-119 SALARIES - CLERICAL WORKERS	.00	.00	13,730.00	13,730.00	.0
06-7300-120 SALARIES - ENGINEER	.00	.00	24,510.00	24,510.00	.0
06-7300-131 EMPLOYEE HEALTH INSURANCE	1,119.76	1,119.76	30,420.00	29,300.24	3.7
06-7300-133 IMRF CONTRIBUTION	660.99	660.99	9,200.00	8,539.01	7.2
06-7300-193 PAYROLL TAXES	556.27	556.27	12,000.00	11,443.73	4.6
06-7300-198 UNIFORMS	.00	.00	1,500.00	1,500.00	.0
06-7300-211 LEGAL/COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
06-7300-213 OTHER CONSULTING FEES	.00	.00	28,356.00	28,356.00	.0
06-7300-214 AUDIT FEES	1,117.72	1,117.72	4,500.00	3,382.28	24.8
06-7300-218 EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
06-7300-221 UTILITIES	263.25	263.25	130,000.00	129,736.75	.2
06-7300-241 M&O: VEH & EQUIP	385.92	385.92	8,000.00	7,614.08	4.8
06-7300-243 M&O: SEWER PLANT	1,067.50	1,067.50	35,000.00	33,932.50	3.1
06-7300-311 OFFICE EXPENSE	630.53	630.53	11,000.00	10,369.47	5.7
06-7300-312 ANNUAL PERMIT FEES	.00	.00	10,500.00	10,500.00	.0
06-7300-313 TRAINING	753.33	753.33	4,000.00	3,246.67	18.8
06-7300-314 TELEPHONE	114.65	114.65	2,000.00	1,885.35	5.7
06-7300-345 WASTEWATER TESTING	1,527.59	1,527.59	15,000.00	13,472.41	10.2
06-7300-371 GAS & PETROLEUM	.00	.00	2,200.00	2,200.00	.0
06-7300-511 INSURANCE EXPENSE	.00	.00	5,500.00	5,500.00	.0
06-7300-531 REAL ESTATE TAXES	262.94	262.94	300.00	37.06	87.7
06-7300-591 MISC EXPENSES	192.00	192.00	500.00	308.00	38.4
06-7300-611 DEBT SERVICE PRINCIPAL	.00	.00	52,018.00	52,018.00	.0
06-7300-621 INTEREST EXPENSE	.00	.00	8,929.00	8,929.00	.0
06-7300-826 FACILITY PLAN	.00	.00	75,000.00	75,000.00	.0
 TOTAL SEWER SYSTEM EXPENSES	 15,924.03	 15,924.03	 591,731.00	 575,806.97	 2.7
 TOTAL FUND EXPENDITURES	 15,924.03	 15,924.03	 591,731.00	 575,806.97	 2.7
 NET REVENUE OVER EXPENDITURES	 1,420.41	 1,420.41	 290,269.00	 288,848.59	 .5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

WATER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
07-4011	SERVICE FEES	(374.61)	(374.61)	550,840.00	551,214.61	(.1)
	TOTAL SERVICE FEES	(374.61)	(374.61)	550,840.00	551,214.61	(.1)
	<u>LATE CHARGES</u>					
07-4021	LATE CHARGES	425.11	425.11	2,500.00	2,074.89	17.0
	TOTAL LATE CHARGES	425.11	425.11	2,500.00	2,074.89	17.0
	<u>BAD CHECK CHARGES</u>					
07-4041	BAD CHECK CHARGES	.00	.00	150.00	150.00	.0
	TOTAL BAD CHECK CHARGES	.00	.00	150.00	150.00	.0
	<u>PERMITS</u>					
07-4051	PERMITS	.00	.00	105,000.00	105,000.00	.0
	TOTAL PERMITS	.00	.00	105,000.00	105,000.00	.0
	<u>METER SALES</u>					
07-4301	METER SALES	.00	.00	5,000.00	5,000.00	.0
	TOTAL METER SALES	.00	.00	5,000.00	5,000.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
07-4991	MISC INCOME	.00	.00	2,000.00	2,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	2,000.00	2,000.00	.0
	<u>INTEREST ON INVESTMENT</u>					
07-8011	INTEREST ON INVESTMENT	5,395.96	5,395.96	65,000.00	59,604.04	8.3
	TOTAL INTEREST ON INVESTMENT	5,395.96	5,395.96	65,000.00	59,604.04	8.3

WATER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEASE INCOME</u>					
07-8801 LEASE INCOME	.00	.00	3,720.00	3,720.00	.0
TOTAL LEASE INCOME	.00	.00	3,720.00	3,720.00	.0
TOTAL FUND REVENUE	5,446.46	5,446.46	734,210.00	728,763.54	.7

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

WATER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER SYSTEM EXPENSES</u>					
07-7400-118 SALARIES: MAINT WORKERS	10,907.37	10,907.37	150,900.00	139,992.63	7.2
07-7400-119 SALARIES - CLERICAL WORKERS	.00	.00	13,730.00	13,730.00	.0
07-7400-120 SALARIES - ENGINEER	.00	.00	24,510.00	24,510.00	.0
07-7400-131 EMPLOYEE HEALTH INSURANCE	1,679.66	1,679.66	23,437.44	21,757.78	7.2
07-7400-133 IMRF CONTRIBUTION	991.47	991.47	16,200.00	15,208.53	6.1
07-7400-193 PAYROLL TAXES	834.41	834.41	13,550.00	12,715.59	6.2
07-7400-198 UNIFORMS	.00	.00	900.00	900.00	.0
07-7400-213 OTHER CONSULTING FEES	.00	.00	38,364.00	38,364.00	.0
07-7400-214 AUDIT FEES	993.53	993.53	4,000.00	3,006.47	24.8
07-7400-221 UTILITIES	436.72	436.72	100,000.00	99,563.28	.4
07-7400-222 RADIUM REMOVAL PROCESSING	19,906.78	19,906.78	119,460.00	99,553.22	16.7
07-7400-241 M&O: VEH & EQUIP	.00	.00	8,000.00	8,000.00	.0
07-7400-243 M&O: WELL SYSTEM	1,964.01	1,964.01	30,000.00	28,035.99	6.6
07-7400-311 OFFICE EXPENSE	4,078.05	4,078.05	22,500.00	18,421.95	18.1
07-7400-314 TELEPHONE	159.72	159.72	1,850.00	1,690.28	8.6
07-7400-331 TRAVEL & TRAINING	.00	.00	4,500.00	4,500.00	.0
07-7400-341 METER PURCHASES & SUPPLIES	.00	.00	15,000.00	15,000.00	.0
07-7400-343 CONNECTION EXP	.00	.00	1,500.00	1,500.00	.0
07-7400-344 ACCESS SUPPLY PURCH	.00	.00	1,500.00	1,500.00	.0
07-7400-345 CHEMICALS & TESTING	1,537.86	1,537.86	25,000.00	23,462.14	6.2
07-7400-346 TOOLS	.00	.00	1,500.00	1,500.00	.0
07-7400-371 GAS & PETROLEUM	.00	.00	6,500.00	6,500.00	.0
07-7400-511 INSURANCE EXPENSE	.00	.00	9,500.00	9,500.00	.0
07-7400-531 REAL ESTATE TAXES	193.86	193.86	135.00	(58.86)	143.6
07-7400-811 CAP OUTLAY: CONSTRUCT	.00	.00	25,000.00	25,000.00	.0
07-7400-826 CAP OUTLAY: ENG STUDY	.00	.00	75,000.00	75,000.00	.0
 TOTAL WATER SYSTEM EXPENSES	 43,683.44	 43,683.44	 732,536.44	 688,853.00	 6.0
 TOTAL FUND EXPENDITURES	 43,683.44	 43,683.44	 732,536.44	 688,853.00	 6.0
 NET REVENUE OVER EXPENDITURES	 (38,236.98)	 (38,236.98)	 1,673.56	 39,910.54	 (2284.

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

RESTRICTED ASSETS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS</u>					
13-4167	WASTE COLLECTION AGREEMENT	3,607.50	3,607.50	14,000.00	10,392.50	25.8
	TOTAL DONATIONS	3,607.50	3,607.50	14,000.00	10,392.50	25.8
	<u>PARK DEVELOPMENT FEES</u>					
13-4171	PARK LOT DEV FEES - GENERAL	.00	.00	800.00	800.00	.0
	TOTAL PARK DEVELOPMENT FEES	.00	.00	800.00	800.00	.0
	<u>INTEREST</u>					
13-8011	INTEREST ON INVESTMENT	5,971.96	5,971.96	80,000.00	74,028.04	7.5
	TOTAL INTEREST	5,971.96	5,971.96	80,000.00	74,028.04	7.5
	TOTAL FUND REVENUE	9,579.46	9,579.46	94,800.00	85,220.54	10.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

RESTRICTED ASSETS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>RESTRICTED ASSETS</u>					
13-8000-350	ROAD IMPROVEMENTS	.00	.00	150,000.00	150,000.00	.0
13-8000-352	ADMINISTRATIVE FUNDS	.00	.00	18,000.00	18,000.00	.0
13-8000-354	PUNCH LIST/FOLLOW UP ITEMS	.00	.00	12,072.00	12,072.00	.0
13-8000-813	CAP OUTLAY: TOWN HALL	.00	.00	3,500.00	3,500.00	.0
13-8000-814	CAP OUTLAY: SSA#4	.00	.00	75,000.00	75,000.00	.0
13-8000-840	AIRPORT ROAD UTILITIES	.00	.00	25,000.00	25,000.00	.0
	TOTAL RESTRICTED ASSETS	.00	.00	283,572.00	283,572.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	283,572.00	283,572.00	.0
	NET REVENUE OVER EXPENDITURES	9,579.46	9,579.46	(188,772.00)	(198,351.46)	5.1

		TIF FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
INTEREST INCOME						
14-8010	TIF RE TAX RECEIVED	64,105.99	64,105.99	675,000.00	610,894.01	9.5
14-8011	INTEREST ON INVESTMENT	5,412.36	5,412.36	65,000.00	59,587.64	8.3
TOTAL INTEREST INCOME		69,518.35	69,518.35	740,000.00	670,481.65	9.4
TOTAL FUND REVENUE		69,518.35	69,518.35	740,000.00	670,481.65	9.4

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING MAY 31, 2026

Item 2.

TIF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TIF EXPENSES</u>					
14-6600-212	ADMINISTRATIVE EXPENSE	.00	.00	240,000.00	240,000.00	.0
14-6600-591	MISC EXPENSES	.00	.00	1,250,000.00	1,250,000.00	.0
	TOTAL TIF EXPENSES	.00	.00	1,490,000.00	1,490,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,490,000.00	1,490,000.00	.0
	NET REVENUE OVER EXPENDITURES	69,518.35	69,518.35	(750,000.00)	(819,518.35)	9.3

General Fund - Streets and Maintenance			
Facility 250 S Halwood			
Loan Date: 12/31/11, Maturity Date: 6/30/30, Loan Amount: \$655,200.00			
Interest Rate: 7.25%, Semi-Annual P&I due 6/30 and 12/31			
Beginning Balance 5/1/2026		\$	209,201.31
Principal Paid Fiscal Year 2027:		\$	-
Interest Paid Fiscal Year 2027:	\$	-	
Current Balance:		<u>\$</u>	<u>209,201.31</u>
Remaining Debt Schedule			
	Principal	Interest	
Fiscal Year Ending 2027	\$ 49,122.61	\$ 10,731.39	
Fiscal Year Ending 2028	\$ 51,833.77	\$ 8,020.23	
Future	\$ 108,244.94	\$ 7,300.21	
Total:	<u>\$ 209,201.31</u>	<u>\$ 26,051.83</u>	
* rate change 3 year variable			

General Fund - IEPA Loan			
Wastewater Project: L17-5003			
Maturity Date 9/25/2034, Int Rate: 1.93%, Semi-Annual Payments			
Beginning Balance 5/1/2026		\$	475,547.91
Principal Paid Fiscal Year 2027:		\$	-
Interest Paid Fiscal Year 2027:	\$	-	
Current Balance:		<u>\$</u>	<u>475,547.91</u>
Remaining Debt Schedule			
Fiscal Year Ending 2027	\$ 52,018.49	\$ 8,928.29	
Fiscal Year Ending 2028	\$ 53,027.29	\$ 7,919.49	
Future	\$ 370,502.13	\$ 25,499.39	
Total:	<u>\$ 475,547.91</u>	<u>\$ 42,347.17</u>	

Town of Cortland
Restricted Assets
May 31, 2026

Item 2.

		Balance 5/1/2026	Deposits 5/31/2026	Expenditures 5/31/2026	Balance 5/31/2026
<u>Customer Deposits</u>					
13-2010	AP	\$ -			\$ -
13-2020	Deferred Revenue	\$ -	-	-	-
13-2301	Occupany Deposits	\$ -	-		-
13-2355	Airport Road Security Deposits	\$ -	-	-	-
<u>Engineering Deposits</u>					
13-2316	DCUSD #428	\$ 51,668.29	\$ -	\$ -	\$ 51,668.29
<u>Land/Cash Contributions</u>					
13-2401	Cortland Fire Protection District	\$ 9,300.00		\$ 8,100.00	\$ 1,200.00
13-2405	Sycamore School District # 427	\$ 3,828.67		3,828.67	-
13-2406	#428 Schools	\$ 211,857.41			211,857.41
13-2407	Cortland Library	\$ 1,395.00		1,215.00	180.00
<u>Storm Sewer Escrow</u>					
13-2411	Neumann Homes Inc	\$ 43,970.35			\$ 43,970.35
<u>Capital Contributions #428 Schools</u>					
13-2432	DRH Cambridge - Richland Trails	\$ 302,618.03			\$ 302,618.03
<u>Library Building</u>					
13-2452	Library Building	\$ 22,244.64		\$ -	\$ 22,244.64
<u>WasteWater Irrigation Land Acquisition</u>					
13-2501	SSA # 4 Connection Fees	\$ 147,000.00	\$ -	\$ -	\$ 147,000.00
13-2551	Waste Water Irrigation Land Fee	\$ 110,500.00			110,500.00
13-2350	Road Improvements	\$ -			\$ -
13-2352	Administrative Fund	\$ 99,423.32		-	\$ 99,423.32
13-2354	Punch List Follow Up Items	\$ 12,072.46		-	12,072.46
<u>Capital Contributions - Town Use (By Purpose)</u>					
13-3100	McPhillips Park Improvements	\$ 8,984.84	\$ -	\$ -	\$ 8,984.84
13-4167	Road Improvements - DC Trash Agreement	\$ 107,432.36	3,607.50		111,039.86
13-4170	Airport Road Farm Rent	\$ 12,861.74		-	12,861.74
13-4161	Parks Improvements	\$ 256.00		-	256.00
13-4171	Park Development Fees	\$ 11,700.00	-	-	11,700.00
13-4201	Public Works Facility	\$ 23,717.61		-	23,717.61
13-4202	Police Facility	\$ 19,131.12		-	19,131.12
13-4203	Emergency Siren	\$ 3,181.75		-	3,181.75
13-4204	Town Hall	\$ 33,518.72		-	33,518.72
13-4205	Sports Complex	\$ 182,756.69		-	182,756.69
13-4206	Capital Improvements	\$ 364,676.05	5,971.96	-	370,648.01
13-4206	SCADA - Chestnut Grove	\$ 2,425.60	-		2,425.60
13-8101	Transfers from Other Funds - Town Loan	\$ 157,239.89		-	157,239.89
		\$ 927,882.37	\$ 9,579.46	\$ -	\$ 937,461.83
"FUND BAL"		\$ 873,825.12			
Reserve for McPhillips		\$ 13,961.76			
YTD Revs over Exps		\$ 9,579.46			
Fund Equity		\$ 897,366.34			
			Total Assets		\$ 1,900,100.84
			Total Liabilities & Equity		\$ 1,900,100.84
Account Interest		\$ 5,971.96			\$ -
13-8011					
* Account Interest posted to Capital Improvements					

SUMMARY OF INCOME AND EXPENSES FOR THE MONTH OF:
May 31, 2026

	Beginning Balance	Receipts/ Transfers In	Dividends/ Interest	Expenditures/ Transfers Out	Ending Balance
SSA #1 Special Tax Refunding Bonds 2017					
Bond & Interest Fund	\$ 39,187.30	\$ 4,752.15	\$ 100.00	\$ -	44,039.45
2017 Reserve Fund	\$ 354,829.09	-	887.05	-	355,716.14
Special Redemption Account	\$ 143.36		0.30		143.66
Special Reserve Fund 2017	\$ 40,200.04		100.49	-	40,300.53
Administrative Expense Fund	\$ 21,349.60	-	60.78	-	21,410.38
Total SSA #1 Refunding Bonds	\$ 455,709.39	\$ 4,752.15	\$ 1,148.62	\$ -	\$ 461,610.16
SSA #4-8 (Sheaffer Project)					
Bond & Interest Fund	\$ 0.00	\$ -			\$ 0.00
Special Redemption Account	\$ -	-	-	-	-
Debt Service Reserve Fund	\$ -	-	-		-
Administrative Expense Fund	\$ -		-		-
Total SSA #4-8	\$ 0.00	\$ -	\$ -	\$ -	\$ 0.00
SSA #9 (Richland Trails)					
SSA #9					
Bond & Interest Fund	\$ 42,472.64	\$ 12,166.56	\$ 124.30	\$ -	\$ 54,763.50
Reserve Fund	\$ 209,700.90	-	613.70		210,314.60
Improvement Fund	\$ -				-
Administrative Expense Fund	\$ 36,798.13		109.15	-	36,907.28
Total SSA #9	\$ 288,971.67	\$ 12,166.56	\$ 847.15	\$ -	\$ 301,985.38
Total All SSA	744,681.06	16,918.71	1,995.77	0.00	763,595.54

May 2026 Financial Review

May marks month one of the new fiscal year. Finance began preparing the workpapers necessary for the annual audit. The audit is scheduled to begin July 6th.

1. As of May, total property tax revenue was \$39,188. Property tax revenue began to be received at the end of May for the 2025 Tax Levy.
2. State Income Tax Revenue amounted to \$136,061 as of May 2026.
3. Total sales tax revenue received as of May was \$18,130 and total local use tax revenue was \$2,428.
4. Total replacement tax received was \$3,592. Replacement taxes include video gaming tax and cannabis tax.
5. Total interest received in the General Fund was \$5,229.
6. Total revenue received in the General Fund as of May 2026 was \$209,111.
7. Total Administration expenses under the General Fund amounted to \$43,333.
8. As of May 2026, total Public Works expenses amounted to \$33,089.
9. The Police Department's total expenses were \$85,834.
10. The Engineering & Zoning department had total expenses of \$15,709.
11. Total expenses in the General fund were \$177,965 with a net revenue of \$31,146.
12. As of May 2026, MFT revenues received amounted to \$16,235 and total interest received was \$3,424.
13. The MFT fund had no expenses in May.
14. As of May 2026, the Capital Improvement Fund had total revenue of \$31,237. Included in this amount is \$15,722 for the Non-Home Rule Sales Tax revenue. In FY2026/2027, a change was made to collect these funds from the General Fund. Currently, there is a receivable recorded as of 4/30/2026. The revenue recorded in the Capital Improvement Fund will be reclassified to the receivable in the next coming months. All future revenue received for Non Home Rule Sales tax will be recorded in the General Fund.
15. The Capital Improvement Fund had total expenses of \$110. This was for holiday decorations for Memorial Day.
16. Total revenue in the Sewer Fund was \$17,344. Interest received as of May was \$11,441. Utility Billing will be completed on Monday, August 3rd. Revenue will begin to be received for the August billing date.
17. Total Sewer expenditures were \$15,924 as of May 2026. The Sewer Fund had net income of \$1,420. This net income will increase after the August utility billing is completed.
18. In the Water Fund, the service fee revenue was negative due to a billing adjustment from May 2026 utility billing. The May utility billing revenue is accrued as of

4/30/2026. The revenue line will be positive after the August utility billing is completed. Total interest received in the Water Fund was \$5,396. Total revenue as of May 2026 amounted to \$5,446.

19. Total Water expenditures were \$43,683. Currently there is a net loss in the Water Fund of \$38,237, however, after the August utility billing, the Water Fund will have net revenue.
20. The Restricted Asset Fund had total revenue received of \$9,579. Interest received as of May 2026 was \$5,972.
21. There was no restricted asset expenses recorded in May.
22. In the TIF fund, TIF funds received were \$64,106 and total interest received was \$5,412.
23. There were no TIF expenses recorded in May.



Town of Cortland

Agenda Request

Item 3.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: AUGUST 13, 2025

FOR MEETING ON: AUGUST 24, 2026

DESCRIPTION/TITLE: APPROVAL OF DOT/CDL DRUG & ALCOHOL TESTING PROGRAM

REQUIRED ACTION: POLICY APPROVAL BY THE TOWN BOARD

STAFF/COMMITTEE RECOMMENDATION: APPROVAL OF THE PROPOSED POLICY

STATEMENT OF CONCERN/SUMMARY: MID-WEST TRUCKERS ASSOCIATION HAS UPDATED ITS FORMS THEREFORE REQUIRING THE TOWN TO BE IN COMPLIANCE. THE SELECTED TESTING AND DISCIPLINARY CHOICES OF THE TOWN REMAIN THE SAME AS THE EXPIRED POLICY.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: CA

Approved by:

Date

k:\agendas & minutes\town board\agendas\agendas 2026\8b.aug 24 2026\agenda request mid-west truckers updated policy.docx



TOWN OF CORTLAND
59 S SOMONAUK RD
CORTLAND, IL 60112

DOT/CDL DRUG & ALCOHOL TESTING PROGRAM & POLICY

Section 1 – PURPOSE - This policy complies with the U.S. Department of Transportation 49 CFR Part 382, as amended, and 49 CFR Part 40, as amended. Copies of Parts 382 and 40 are available in the employer's office and can be found on the internet at the Department of Transportation (DOT) Office of Drug and Alcohol Policy and Compliance website <http://www.transportation.gov/odapc>. Additionally, information regarding this policy compliance with the FMCSA's Clearinghouse can be found on the internet at <https://clearinghouse.fmcsa.dot.gov>. All drivers who hold commercial driver's license (CDL) and commercial driver's license permits (CDL-P) are required to submit to drug and alcohol tests and consent to queries regarding his or her drug and alcohol test past through the FMCSA's Clearinghouse as a condition of employment in accordance with the regulations.

This policy supersedes any previous employer policy or agreement that may be in existence prior to the effective date of this policy. This policy becomes effective AUGUST 25, 2026.

This policy is administered in a way that provides all an equal employment opportunity and shall not discriminate on the basis of race, color, religion, sex, sexual orientation, disability or any other characteristic protected by law. Information shared pursuant to this policy will be kept confidential and employees with a qualified disability will be reasonably accommodated to the extent required or provided by law.

Neither the adoption nor implementation of this policy shall be construed as creating a contractual obligation or modifying any at-will employment relationship between the company and an employee. The company reserves the right to modify or rescind this entire policy in whole or in part at any time with or without notice.

DOT forms will be used for any drug or alcohol testing that is conducted for DOT/FMCSA purposes under 49 CFR Part 40 and 49 CFR Part 382.

Portions of this Policy in bold and underlined reflect the employer's independent authority. Non-DOT forms will be used for any drug or alcohol testing that is conducted under the employer's independent authority.

Any questions or assistance needed regarding our company's DOT/CDL drug & alcohol testing program and Policy should be directed to:

NAME(S): Bruce Vanwankum

OFFICE LOCATION: 250 S Halwood St, PO Box 519, Cortland, IL 60112

PHONE (Day): 815-756-2558 (Cell): _____

Section 2 - DEFINITIONS -

ADULTERATED SPECIMEN is a specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

AIR BLANK is a reading by an evidential breath testing device (EBT) of ambient air containing no alcohol. (For EBTs that use gas chromatography technology, it is a reading of the device's internal standard).

ALCOHOL USE. The drinking or swallowing of any beverage, liquid mixture or preparation (including any medication) containing alcohol.

ALiquot – A fractional part of a specimen used for testing. It is taken as a sample representing the whole specimen.

ASD (ALCOHOL SCREENING DEVICE). A breath or saliva device, other than an evidential breath testing device, that is approved by the National Highway Traffic Safety Administration (NHTSA) and appears on ODAPC's (Office of Drug & Alcohol Policy & Compliance) Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids" because it conforms to the model specifications from NHTSA.

BAT (BREATH ALCOHOL TECHNICIAN) is an individual who instructs and assists individuals in the alcohol testing process and operates an EBT. A BAT may also act as a Screening Test Technician (STT) who instructs and assists individuals in the alcohol testing process and operates an ASD.

CANCELED TEST is a drug or alcohol test that has a problem identified that cannot be or has not been corrected, or in which 49 CFR 40 otherwise requires a test to be cancelled. A cancelled test is neither a positive nor a negative test.

CDL (COMMERCIAL DRIVERS LICENSE) means a license issued by a State or other jurisdiction, in accordance with the standards contained in 49 CFR Part 383, to an individual which authorizes the individual to operate a class of commercial motor vehicle.

CMV (COMMERCIAL MOTOR VEHICLE) means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle --

- (1) Has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
- (2) Has a gross vehicle weight rating of 26,001 or more pounds; or
- (3) Is designed to transport 16 or more passengers, including the driver; or
- (4) Is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act and which require the motor vehicle to be placarded under the Hazardous Materials Regulations.

COLLECTOR is a person who instructs and assists individuals at a collection site and who receives and makes an initial inspection of the specimen provided by those employees, and who initiates and completes the CCF.

COMPANY WORKPLACE includes, but is not limited to, any Company building, property, and parking area under the Company's control (regardless of whether it is leased or owned), or any location or area where an employee is performing his or her job duties or where an employee is physically located during his or her work schedule. Company property shall also include any place the employee is located when "on call" or at any time during his or her work shift including, but not limited to, guest, visitor or customer locations, vendor or supplier locations, home offices, as well as vehicles, whether leased, rented, or owned.

CONFIRMATION (or confirmatory) TEST. In drug testing, a second analytical procedure performed on a different aliquot of the original specimen to identify and quantify the presence of a specific drug or drug metabolite. In alcohol testing, a second test, following a screening test with a result of 0.02 or higher that provides a quantitative data of alcohol concentration.

CONSORTIUM is the Mid-West Truckers Association Drug and Alcohol Testing Consortium (hereinafter called the Consortium). The Consortium is a service agent that provides and coordinates the provisions of a variety of drug and alcohol testing services through other service agents for its participants by the employer to take immediate action(s) to removed employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer, consistent with the requirements of Part 40.

DER (DESIGNATED EMPLOYER REPRESENTATIVE) is an employee authorized by the employer to take immediate action(s) to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer, consistent with the requirements of Part 40.

DHHS (DEPARTMENT OF HEALTH AND HUMAN SERVICES) is the Department or any designee of the Secretary, Department of Health and Human Services.

DILUTE SPECIMEN. A specimen with creatinine and specific gravity values that is lower than expected for human urine.

DOT means the Dept. of Transportation.

DRIVER and EMPLOYEE mean any person who operates any commercial motor vehicle. This includes, but is not limited to: full time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent owner-operator contractors who are either directly employed by or under lease to an employer or who operate a commercial motor vehicle at the direction of or with the consent of an employer. Driver includes both applicants for employment (subject to pre-employment testing) and current drivers employed by this employer.

DRUGS AND CONTROLLED SUBSTANCES – mean the drugs or classes of drugs for which tests are required under 49 CFR Parts 40 and 382, including marijuana/cannabis whether medical, recreational and/or derivatives, even considered legal under state law.

EBT (EVIDENTIAL BREATH TESTING DEVICE) is a device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath at the .02 and .04 alcohol concentrations and appears on ODAPC's Web page for "Approved Evidential Breath Measurement Devices" because it conforms with the model specifications available from NHTSA.

EMPLOYER means a person or entity employing one or more employees (including an individual who is self-employed) that is subject to 49 CFR Parts 382 and 40. The term employer includes an employer's officers, designated representatives or management personnel.

FMCSA (FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION) is the federal agency responsible for the administration of federal regulations for commercial motor vehicle drivers.

HHS means the same as the Department of Health and Human Services (DHHS).

ILLEGAL DRUGS mean drugs and controlled substances that are considered illegal under federal law, including legal drugs or substances that are being used illegally under federal law.

INITIAL TEST (or screening test) - In drug testing, it is the test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites. In alcohol testing, it is an analytical procedure to determine whether an employee may have a prohibited concentration of alcohol in a breath or saliva specimen.

INVALID DRUG TEST is the result reported by an HHS-certified laboratory in accordance with the criteria established by HHS Mandatory Guidelines when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

LABORATORY – Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under Part 40.

MRO (MEDICAL REVIEW OFFICER) is a licensed physician (Medical Doctor or Doctor of Osteopathy) responsible for receiving and reviewing laboratory results generated by an employer's drug testing program and evaluating medical explanations for certain drug test results. The MRO must be knowledgeable of and have clinical experience in controlled substances abuse disorders, including detailed knowledge of alternative medical explanations for laboratory confirmed drug test results. The MRO must be knowledgeable of issues relating to adulterated and substituted specimens as well as the possible causes of specimens having an invalid result.

NEGATIVE RESULT – The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug, or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen.

ON CALL means an employee who is scheduled to be on standby or could be called into work or otherwise responsible for performing work-related tasks either at the Company's premises or any other designated location by management.

POSITIVE RESULT – The result reported by an HHS-certified laboratory when a specimen contains a drug or drug metabolite equal to or greater than the cutoff concentrations.

PRIMARY SPECIMEN - In drug testing, it is the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of validity testing.

RECONFIRMED – The result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.

REFUSAL TO TEST (alcohol or controlled substances) means that a driver:

- 1) Fails to show up for any test within a reasonable time after being directed to do so by the employer or to remain at the testing site until the testing process is complete. This includes the failure of a driver (including an owner/operator) to appear for a test when called by the Consortium.
- 2) Fails to provide a specimen or fails to attempt to provide a saliva or breath specimen for any drug or alcohol test as required by this policy and 49 CFR Parts 382 and 40.
- 3) In the case of a directly observed or monitored collection in a drug test, fails to permit the observation or monitoring in providing a specimen.
- 4) Fails to sign the certification at Step 2 of the Alcohol Testing Form.
- 5) Fails to provide a sufficient amount of specimen or a sufficient amount of breath when directed; unless it has been determined, through a required medical evaluation, that there was an adequate medical explanation for the failure.
- 6) Fails or declines to take an additional test the employer or collector has directed the driver to take.
- 7) Fails to undergo an additional medical examination or evaluation as directed by the MRO as part of the verification process, or as directed by the employer concerning the evaluation as part of the shy bladder or insufficient breath procedures.
- 8) Fails to cooperate with any part of the drug or alcohol testing process (e.g., refuses to empty pockets when directed by the collector, behaves in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector).
- 9) For an observed collection, fails to follow the observer's instructions to raise his/her clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if the driver has any type of prosthetic or other device that could be used to interfere with the collection process.
- 10) Possesses or wears a prosthetic or other device that could be used to interfere with the collection process.
- 11) Admits to the collector or the MRO that the driver has adulterated or substituted the specimen.

It is also considered a refusal to test (which is the same as a positive test) when the driver refuses to test or when the MRO reports to the employer/Consortium that a driver has a verified adulterated or substituted drug test result.

REJECTED FOR TESTING – The result reported by an HHS-certified laboratory when no tests are performed for a specimen because of a fatal flaw or a correctable flaw that is not corrected.

SAFETY SENSITIVE FUNCTION means the time period when a driver begins to work or is required to be in readiness to work until the time, he/she is relieved from work and all responsibility for performing work.

Safety Sensitive Functions shall include:

- (1) All time at an employer or shipper plant, terminal, facility, workplace or other property, or any public property, waiting to be dispatched, unless the driver has been relieved from duty by the employer.
- (2) All time inspecting equipment as required by 49 CFR Parts 392.7 and 392.8 or otherwise inspecting, servicing or conditioning any commercial motor vehicle at any time.
- (3) All time spent at the driving controls of a commercial motor vehicle in operation.
- (4) All time, other than driving time, in or upon any commercial motor vehicle except time resting in a sleeper berth (a berth conforming to requirements of 49 CFR Part 393.76).
- (5) All time loading and unloading a vehicle, supervising or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded.
- (6) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

SAMHSA (SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION) is the federal agency under the Department of Health and Human Services (DHHS) responsible for the certification of laboratories used as part of the drug testing program.

SAP (SUBSTANCE ABUSE PROFESSIONAL) is a person who evaluates employees who have violated a DOT drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare.

SPLIT SPECIMEN. A part of the specimen that is sent to a first laboratory and retained unopened, and which is transported to a second laboratory in the event that the employee requests it to be tested following a verified positive, adulterated or substituted test of the primary specimen.

SPLIT SPECIMEN COLLECTION – A collection in which the specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

STT (SCREENING TEST TECHNICIAN) is a person who instructs and assists individuals in the alcohol testing process and operates an alcohol screening device (ASD).

SUBSTITUTED SPECIMEN is a specimen with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine.

VERIFIED TEST is a drug test result or validity test result from a DHHS/SAMHSA-certified laboratory that has undergone review and final determination by the MRO.

Section 3 – PROHIBITED BEHAVIOR – 49 CFR Parts 382 and 40 prohibit the use/misuse of controlled substances and/or alcohol by drivers of commercial motor vehicles.

The employer will maintain a pre-employment screening program designed to prohibit the hiring of anyone who uses any illegal drugs.

No driver, at any workplace, work site, in any company vehicle or leased vehicle, while working, on call or operating company equipment or commercial motor vehicles (owned and leased) will possess, distribute, dispense, conceal, use, sell, manufacture or use any quantity of any controlled substance or alcohol, lawful or unlawful, which in sufficient quantity could result in impaired performance.

No driver will report for duty, remain on duty or perform safety-sensitive functions (including driving a CMV) when the driver has used, is under the influence of, impaired by or has in his or her body a quantifiable presence of prohibited drugs at or above the minimum thresholds defined in 49 CFR Part 40. Prohibited drugs are any drug or substance identified in 21 CFR 1308.11 Schedule 1 or 49 CFR Part 40, which include Marijuana, Cocaine, Phencyclidine (PCP) Opioids and Amphetamines. No driver shall report for duty, remain on duty or perform safety-sensitive functions (including driving a CMV) if the driver tests positive, has adulterated or substituted a drug test or there is actual knowledge of prohibited drug.

The employer, having actual knowledge that the driver has used a drug, tested positive or has adulterated or substituted a drug test, shall not permit the driver to perform or continue to perform safety-sensitive functions (including driving a CMV). The employer can obtain actual knowledge that a driver has used alcohol or drugs based on

- The employer's direct observation of the driver,
- Information provided by the driver's previous employer(s),
- A traffic citation for driving a CMV while under the influence of alcohol or drugs, or
- A driver's admission of alcohol or drug use.

The consumption of alcohol is prohibited while the driver is performing a safety-sensitive function. No driver shall report for duty or remain on duty, requiring the performance of safety-sensitive functions, while consuming or having consumed alcohol within four (4) hours of reporting for such duties, or having a BAC (breath alcohol concentration) of .04 or greater. The employer having knowledge of such conditions, shall not allow a driver to perform or continue to perform safety-sensitive functions.

Any driver that has an alcohol concentration of .02 or greater, but less than .04, shall not perform or continue to perform safety-sensitive functions, nor shall the employer allow a driver to perform or continue to perform safety-sensitive functions, until the start of the driver's next regularly scheduled work period, but not less than 24 hours following the administration of the alcohol test.

No driver required to take a post-accident alcohol test shall use alcohol for up to eight (8) hours after the accident or until a post test is completed.

A driver who refuses to submit to a drug or alcohol test (see Refusal to Test definition in Section 2) when required in accordance with 49 CFR Parts 382 and 40 shall not perform or continue to perform safety-sensitive functions and may be subject to discipline, up to and including termination.

Any driver who has engaged in prohibited behavior in this Section (except when a driver has a BAC of .02 or greater, but less than .04), shall be advised by the employer of the resources available in evaluating and resolving problems associated with the misuse of alcohol and/or drugs by providing the driver with a listing of SAP's. **The driver will also be subject to the Disciplinary Action in this policy.**

Complying with this Policy, including consenting to drug and/or alcohol test, queries through the Clearinghouse and reporting positive drug and/or alcohol tests to the Clearinghouse when required in compliance with the law or under this Policy is a condition of employment or continued employment with the company.

Section 4 - TYPES OF TESTING - According to Part 382, drivers shall be subject to pre-employment, random, post-accident, reasonable cause, return-to-duty and follow-up drug and/or alcohol testing.

- **PRE-EMPLOYMENT TESTING** – The driver shall be drug tested, and the employer must receive the verified negative drug test result for the driver from the MRO/Consortium before allowing a driver to perform a safety-sensitive function for the first time (Attachment A must be completed by the driver).
- **RANDOM TESTING** – Testing rates will meet or exceed the minimum annual percentage rate set each year by the FMCSA Administrator. The current year testing rates can be viewed online at <http://www.dot.gov/odapc/random-testing-rates>.

On a regular basis, the Consortium or the Consortium's service agent will, from the total group, randomly select by a computer-based random number generated program that is matched with the membership numbers, the drivers' names, their social security numbers or other comparable identifying numbers. Under the selection process used, each driver shall have an equal chance of being selected each time selections are made.

The Consortium will notify the employers of the selected drivers. The employer will be given a date before which the driver must be tested per the random selection process. The employer shall ensure that random drug and alcohol tests conducted under the random testing regulations are unannounced. A driver shall only be tested for alcohol while the driver is performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased performing such functions.

- **POST-ACCIDENT TESTING** - As soon as possible following an accident involving a CMV on a public road, a post-accident drug and alcohol test shall be conducted when one of the three circumstances below applies:
 1. If an accident involves a fatality.
 2. If a driver receives a citation for a moving traffic violation and the accident involves bodily injury to a person who as a result of the accident immediately receives medical treatment away from the scene of the accident.
 3. If a driver receives a citation for a moving traffic violation and one or more motor vehicles incur disabling damage as a result of the accident, requiring the motor vehicle(s) to be transported away from the scene by a tow truck or other motor vehicle.

If the alcohol test is not conducted within two (2) hours following the accident, a record shall be prepared and maintained why the alcohol test was not promptly administered. If an alcohol test is not conducted within eight hours following the accident, the employer shall cease all attempts to complete the alcohol test, and a record shall be prepared and maintained why the alcohol test was not promptly administered. (See Attachment C)

If a post-accident drug test is not conducted within thirty-two (32) hours following the accident, our company shall cease all attempts to conduct the drug tests and prepare and maintain on file a record stating why the drug test was not promptly administered. (See Attachment C)

A driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the employer as a refusal to test. Nothing in this Section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary medical care.

The employer shall provide the driver with necessary post-accident information, procedures and instructions prior to the driver operating a CMV, so that the driver will be able to comply with the requirements of this section. (See Attachment D)

Drug and/or breath or blood alcohol tests conducted by federal, state or local officials, having independent authority for the test, shall be considered to meet the post-accident testing requirements, provided such testing conforms to the applicable federal, state or local drug and/or alcohol testing requirements and that the results are obtained by the employer.

Employer may perform a post-accident drug and breath alcohol test under their own independent authority if the driver's test results for a DOT-regulated post-accident test are not met.

Item 3.

- **REASONABLE SUSPICION TESTING** - When the employer's designated person(s) has reasonable suspicion that a driver has violated Section 3 of this Policy, the driver shall be required to submit to an alcohol and/or drug test. The employer's determination that reasonable suspicion exists to require the driver to undergo an alcohol and/or drug test must be based on specific contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odor of the driver. (See Attachment E)

Alcohol testing is authorized only when observations of the driver are made during, just before or just after the period of the workday the driver is required to be in compliance with Part 382. The driver may be required to undergo reasonable suspicion alcohol testing while the driver is performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased such functions.

If a reasonable suspicion alcohol test is not conducted within two hours after observing the driver, the employer shall prepare and maintain on file a record stating the reason why the test was not promptly administered. If the test is not conducted within eight hours after observing the driver, the employer shall cease attempts to conduct the test and prepare and maintain a record on file stating the reasons why the test was not administered.

No driver shall report for duty or remain on duty when the employer's designated person(s) has observed the driver using or under the influence of alcohol or impaired by alcohol. The employer shall not permit the driver to perform or continue to perform safety-sensitive functions until an alcohol test is conducted, and the driver's alcohol test result is less than .02 or 24 hours have elapsed since the employer's first suspicion of the driver being under the influence of or impaired by alcohol.

The reasonable suspicion observation form must be completed and signed by at least one of the employer's designated person(s) who made the observations either within 24 hours of the observed behavior or before the drug test results are released, whichever is earlier.

- **RETURN-TO-DUTY TESTING** – When a driver has violated a drug or alcohol regulation, the employer, before returning a driver to duty to perform safety-sensitive functions, shall ensure the driver has followed the procedures outlined in 49 CFR Part 40, Subpart O.

The SAP will provide a follow-up evaluation letter to the employer and clearly state the driver has complied with his/her recommendations for education/treatment. If the employer allows a driver to return to safety-sensitive functions, a return-to-duty test will be scheduled. The return-to-duty drug collection is conducted under direct observation.

After voluntarily admitting to alcohol misuse or controlled substance use and demonstrating successful completion of an education or treatment program, a driver shall be subject to a return-to-duty test under 49 CFR Part 382.121 and required to pass before being returned to work.

If the result is negative, the employee may return to his/her job functions. If a notice of a positive test result is received from the Medical Review Officer following said testing, then the employee will be subject to the disciplinary provisions in Section 12 of this Policy.

- **FOLLOW-UP TESTING** – If the employer allows a driver to return to safety-sensitive functions, follow-up testing will be conducted as specified in 49 CFR Part 40, Subpart O and according to the SAP's follow-up evaluation letter. The employer will ensure that all follow-up drug collections are conducted under direct observation.

Section 5 - DRUG TESTING - Drug testing procedures will be followed in accordance with 49 CFR Part 40.

When a driver arrives at the collection site, the testing process will begin without undue delay. To ensure security during the testing process, only one collection will be conducted at a time. The driver must have positive identification either by photo identification or by the identification of the driver by the employer's designated representative. The collector will explain the basic collection procedures and show the driver the instructions on the back of the Federal Drug Testing Custody and Control Form (hereinafter called CCF). The driver will be instructed to remove and leave with the collector, or in a mutually agreeable location, any outer clothing along with any briefcase, purse or other personal belongings. The driver may retain his/her wallet.

The driver will be directed to empty his/her pockets and display the items in them. If the collector determines none of the items could adulterate the specimen, the driver may return the items into his/her pockets. If there is material that could adulterate a specimen, the collector must determine whether it was accidentally brought in or intentionally brought in to adulterate a specimen. If it is accidental, the collector will retain the material and return it when the testing process is complete. If it was intentional, a direct observation test will take place immediately.

The collector shall complete Step 1 of the CCF. The driver shall wash and dry his/her hands before providing the specimen, then will have no further access to water or other materials until the specimen is given to the collector. The driver will be instructed to provide at least 45 mL of urine, not flush the toilet and return to the collector with the specimen. The driver will provide the specimen in private, except in the

case of an observed or monitored collection. Any conduct that clearly indicates an attempt to tamper with a specimen will cause a collection under direct observation to take place immediately.

The collector will ensure there is at least 45 mL of urine in the collection container and the temperature of the specimen is within the range of 90-100 degrees. If the temperature is out of that range, a new collection under direct observation will take place immediately. The specimen will also be inspected for unusual color, the presence of foreign objects or material or for other signs of tampering. If it is apparent the driver has tampered with the specimen, a new collection under direct observation will take place immediately.

If a direct observation collection must take place, it must be conducted immediately. All direct observation collections are done without any advance notice to the driver. The collector shall explain to the driver the reason for the direct observation test, except when the employer is required to do so. The collector or observer must be the same gender as the driver. The same gender collector or observer must request the driver to raise his or her shirt, blouse, or dress/skirt, as appropriate, above the waist; and lower his/her clothing and underpants to show the collector or observer, by turning around, that the driver does not have a prosthetic device. After the collector or observer has determined the driver does not have such a device; the driver may be permitted to return the clothing to its proper position for the observed urination. The collector or observer must watch the urine go from the driver's body into the collection container. An observer will continue to watch the specimen until it is given to the collector.

A monitored collection will only be conducted if a multi-stalled restroom is used and all sources of water or potential adulterants cannot be secured. The collector must be the same gender, unless he or she is a medical professional. An observer must be the same gender. A bluing agent shall be put in the toilet the driver will use. The driver shall provide the urine specimen behind a closed stall door with the collector/observer standing outside of the stall door listening to the driver urinate into the collection container. If the collector/observer hears sounds or makes other observations of the driver attempting to tamper with a specimen, another collection will take place immediately under direct observation.

The tabs on the specimen bottles will be broken in front of the collector and the driver. The driver will give the specimen container to the collector, and the collector will pour the urine specimen into the split specimen bottles. The primary specimen shall be at least 30 mL of urine, and the split specimen shall be at least 15 mL of urine. If a driver is tested under the company's non-DOT Drug and Alcohol testing program and policy, it will be done completely separate from and after the collection of specimens for testing under the company's DOT Drug and Alcohol Testing program and policy.

The driver should observe the specimen at all times until the lids/caps are secured and the tamper-evident bottle seals are put over the lids/caps (this is for the driver's protection to ensure it is his/her specimen).

The driver is to initial the tamper-evident bottle seals on the bottles for proof that it is her/her specimen. The driver will also be required to sign the CCF as proof that the specimen identified as having been collected is in fact the drivers. The collector will complete the CCF and place the specimen bottles and Copy 1 of the CCF in the pouches of the plastic bag and secure both pouches. The driver will then be dismissed from the collection site.

Both specimens will be sent by overnight delivery to the DHHS/SAMHSA-certified laboratory for testing of the drugs or classes of drugs as identified in 49 CFR Part 40.85.

Before informing any third party about any medication the driver is using pursuant to a legally valid prescription consistent with the Controlled Substances Act, the MRO will allow 5 business days from the date the MRO reported the verified negative result for the driver to have his/her prescribing physician contact the MRO to determine if the medication can be changed to one that does not make the driver medically unqualified or pose a significant safety risk. If, in the MRO's reasonable medical judgement, a medical qualification issue or a significant safety risk remains after communicating with the driver's prescribing physician or after 5 business days, whichever is shorter, the MRO will report to third parties that the driver is medically unqualified or poses a significant safety risk if allowed to continue safety-sensitive functions.

Before a laboratory-confirmed positive test, adulterated test, substituted test or invalid test result will be released to the Consortium, the MRO will conduct a verification interview with the driver by telephone unless: the driver declines to discuss the test result; the MRO or the employer cannot make contact with the driver within 10 days of the MRO receiving the laboratory result; or more than 72 hours have passed since the employer has contacted the driver to call the MRO. During the verification process, if the driver can give the MRO a legitimate medical explanation for the positive, adulterated or substituted test result, the MRO will report the verified test result as negative. If the driver cannot give the MRO a legitimate medical explanation, the verified positive test result will be reported as positive, and the verified adulterated or substituted test result will be reported as a refusal to test. If the test result is invalid or contains an unexplained interfering substance and the driver cannot give the MRO an acceptable explanation or a valid prescription and the driver does not admit to adulterating or substituting the specimen, the verified test result will be reported as a cancelled test with a second collection to take place immediately on the driver under direct observation. If the driver can give the MRO an acceptable explanation, the verified test result will be a cancelled test with no further testing needed unless a negative result is needed for pre-employment, return-to-duty or follow-up testing. If the driver admits to adulterating or substituting the specimen, the verified test result will be reported as a refusal to test.

All verified negative, refusal to test (adulterated or substituted), positive, canceled and invalid test results will be released by the MRO to the Consortium, who will forward the results to the employer.

Dilute Specimens: The employer has ☒ chosen not / ☐ chosen to conduct a second collection on ☐ all / ☐ pre-employment, ☐ random, ☐ return-to-duty, ☐ follow-up (choose all or choose which test will have a second collection) dilute test results that are negative.

Shy Bladder: After a driver's first unsuccessful attempt to provide a minimum of 45 mL of urine, the shy bladder time starts. The driver will document on the remarks line of the CCF and inform the driver of the time in which the 3-hour period begins and ends. Any insufficient specimen shall be discarded. The driver will be urged to drink up to 40 oz. of fluids, reasonably through a period of up to 3 hours; however, it is not considered a refusal to test if the driver chooses not to drink fluids. If the driver does not provide a sufficient amount of specimen within 3 hours, the collection will be discontinued, and the employer will be notified. The employer will consult with the MRO, then direct the driver to obtain, within 5 working days, an evaluation from a licensed physician, acceptable to the MRO, who has expertise in the medical issues associated with the driver's inability to provide an adequate amount of specimen. The physician must provide the MRO a written statement of his/her recommendations and the basis for them. The MRO will seriously consider and assess the physician's recommendations and issue a determination as to whether the employee has a medical condition that has, or with a high degree of probability could have, precluded the employee from providing a sufficient amount of urine. If the MRO agrees with the physician's recommendations, the MRO will report the test result as a cancelled test. If the MRO disagrees with the physician's recommendation or determines the employee does not have a medical condition that could have prevented him/her from providing a sufficient amount of urine, the MRO will report the test result as a refusal to test.

Split Specimen Testing: In the event of a verified positive, adulterated or substituted test result, the driver can request the MRO to send the split specimen to a second laboratory to be tested within 72 hours from the time the driver was notified of the result. **The driver shall reimburse the employer for the cost of the split specimen test.**

Section 6 - ALCOHOL TESTING - Alcohol testing procedures will be followed in accordance with 49 CFR Part 40.

If both a drug and alcohol test is to be conducted on the driver, the alcohol test must be completed before the urine collection process begins. A driver shall only be tested for alcohol while the driver is performing a safety-sensitive function, just before a driver is to perform a safety-sensitive function, or just after the driver has ceased performing a safety-sensitive function.

To ensure the security of the alcohol testing site, only authorized personnel shall be allowed to enter the testing site. The BAT/STT shall ensure that the driver is given privacy while an alcohol test is being conducted to prevent unauthorized persons from seeing or hearing the test result. Alcohol testing will be conducted on one driver at a time. The screening test and confirmation test, if needed, will be completed on a driver before the BAT/STT starts an alcohol test on another driver to be tested.

A driver shall appear at the collection site at the time specified by the employer. If the driver does not appear at the specified time, the BAT/STT shall notify the employer to determine how long it should take for the driver to arrive at the collection site. If the driver has not arrived by that time, the BAT/STT will contact the employer to inform him/her the driver has not reported for testing.

When the driver arrives at the collection site, the testing process will begin without undue delay. The driver must have positive identification either by photo identification or by the identification of the driver by the employer representative. The BAT/STT will explain the testing procedures and show the instructions on the back of the DOT Alcohol Testing Form (hereinafter called DOT ATF) to the driver. The BAT/STT shall complete Step 1 on the ATF. The driver will then be directed to complete Step 2 on the DOT ATF and sign the certification. If the driver refuses to sign the certification, the BAT/STT will document on the DOT ATF that the driver has refused to test, and the employer will be immediately notified.

If an ASD is used for the screening test, the BAT/STT will follow the manufacturer's directions for use. If the alcohol concentration is less than .02, The BAT/STT will sign and date Step 3 of the DOT ATF and transmit the alcohol test result using Copy 1 of the DOT ATF by telephone, electronic means, or in person to the employer. The ASD and materials used in the testing process shall be properly disposed of. If the alcohol concentration is greater than or equal to 0.02, the BAT will immediately conduct a confirmation test using an EBT.

If an EBT is used for the screening test, the BAT or the driver will select an individually sealed mouthpiece. The BAT will open the sealed mouthpiece in front of the driver and insert it into the EBT. The driver will be requested to blow steadily and forcefully into the mouthpiece for at least six seconds or until the EBT indicates that enough breath has been obtained. The driver will be shown the breath alcohol test result, and the result will be affixed to the DOT ATF with tamper-evident tape.

If the result is less than 0.02 alcohol concentration, the BAT shall sign and date Step 3 on the DOT ATF. The BAT must transmit the alcohol test result using Copy 1 of the DOT ATF immediately by telephone, electronic means or in person to the employer. If the alcohol concentration is 0.02 or greater, a confirmation test shall be conducted with an EBT not less than 15 minutes nor more than 30 minutes after the completion of the screening test. During that time, the driver will be asked not to eat, drink, belch or put anything into his/her mouth to prevent an accumulation of mouth alcohol that could lead to an artificially high reading on the confirmation test. The BAT/STT will note in the remarks on the DOT ATF these instructions were given and will also note on the DOT ATF if the driver chose to ignore the instructions. The confirmation test will still be conducted. If the confirmation test will be conducted at a different site, the BAT/STT or the employer must transport the driver to the testing site. The driver will not be allowed to drive a motor vehicle.

If the confirmation test is conducted more than 30 minutes after the result of the screening test, the BAT shall note in the remarks on the DOT ATF the reason the confirmation test could not be conducted within the 15-30-minute time frame. The confirmation test will still be conducted.

An individually sealed mouthpiece will be opened in front of the driver and attached to the EBT. The BAT and the driver shall read the sequential test number displayed on the EBT. The driver will be requested to blow steadily and forcefully into the mouthpiece for at least six seconds or until the EBT indicates that enough breath has been obtained. The driver will be shown the breath alcohol test result, and the result will be affixed to the DOT ATF with tamper-evident tape.

If the confirmation test result is less than 0.02 alcohol concentration, the BAT shall sign and date Step 3 on the DOT ATF. The BAT shall transmit the alcohol test result using Copy 1 of the DOT ATF immediately by telephone, electronic means or in person to the employer. If the confirmation test result is 0.02 or greater alcohol concentration, the driver shall be directed to sign Step 4 on the DOT ATF. If the driver does not sign, the BAT will note in the remarks on the DOT ATF of the driver's failure to sign Step 4. The driver's failure to sign Step 4 will not be considered a refusal to test. The BAT must immediately notify the employer by any means of an alcohol test result of 0.02 or greater to ensure the result is immediately received by the employer.

Inability to Provide an Adequate Amount of Breath: If a driver is unable or alleges, he/she is unable to provide an amount of breath sufficient to give a reading on the EBT, the BAT should again instruct the driver to attempt to provide an adequate amount of breath and the proper way to do so. If the driver refuses to make a second attempt, the BAT shall discontinue the test and immediately notify the employer.

If the driver fails to provide an adequate amount of breath, the BAT shall note the failure on the remarks of the DOT ATF and immediately notify the employer. The employer will then direct the driver to obtain, within 5 days, an evaluation from a licensed physician who is acceptable to the employer and has expertise in the medical issues associated with the driver's inability to provide a sufficient specimen. The employer will tell the physician the driver was required to take a breath alcohol test but was unable to provide a sufficient amount of breath and the consequences for refusing to take the required alcohol test. If the physician determines the driver has a medical condition that could have prevented him/her from providing a sufficient amount of breath, the test will be cancelled. If the physician determines the driver does not have a medical condition that could have prevented him/her from providing a sufficient amount of breath, it will be considered a refusal to test. The employer shall notify the driver of the physician's conclusions.

Section 7 – CLEARINGHOUSE - As part of the continuing efforts to promote safe roadways and to ensure only qualified CDL drivers are performing safety-sensitive duties, FMCSA created a database for querying and reporting CDL drivers' compliance with 49 CFR Part 382, including drivers' drug and alcohol testing violations and other pertinent information. Employers are required to query the database on an annual (or more frequent basis) for each current CDL driver, and as part of the pre-employment screening process for each driver applicant.

The employer shall conduct a query of the Clearinghouse for each driver applicant before hiring into a CDL position. Driver consent is required for the query. Each driver applicant must register in the Clearinghouse and execute the FMCSA Clearinghouse electronic specific consent. If a driver applicant refuses consent, the employer cannot hire the driver. When the query results in the driver being qualified under Part 382, the employer may hire the driver. If the query results in the driver being unqualified under Part 382, the employer cannot hire the driver unless all applicable driver qualification requirements are met.

The employer shall query the Clearinghouse at least annually on each employed driver. Driver consent is required. Each driver shall sign a general consent form provided by the employer (see Attachment Q). The general consent form may be used for multiple Clearinghouse queries and can extend through the tenure of the driver's employment. If the driver refuses consent for the query, the driver will be removed from driving duty and cannot resume driving duty until the query is conducted. If the query results in notice that drug and alcohol violation information exist in the Clearinghouse for the driver, the employer must conduct a full query of the driver's record in the Clearinghouse after obtaining a specific FMCSA Clearinghouse consent executed by the driver via the Clearinghouse.

Employers are also required to report driver specific Part 382 drug and alcohol violations to the Clearinghouse using driver specific identification data including driver name, CDL license number and State of issuance, and driver date of birth. No driver consent is required for such reporting.

In order to comply with the Clearinghouse requirement, the Employer shall report the following Part 382 drug alcohol testing and violation information to the Clearinghouse within three (3) business days of obtaining the information:

- Alcohol confirmation test with a concentration of 0.04 or higher.
- Refusal to test (alcohol) as specified in 49 CFR 40.261.
- Refusal to test (drug) not requiring a determination by the MRO as specified in 49 CFR 40.191.
- Actual knowledge, as defined in 49 CFR 382.107, that a driver has used alcohol on duty, used alcohol within four hours of coming on duty, used alcohol prior to post-accident testing, or has used a controlled substance.
- Negative return-to-duty test results (drug and/or alcohol testing, as applicable)
- Completion of follow-up testing requirements.

Additionally, the Employer's Medical Review Officer (MRO) must report the following Part 382 violations to the Clearinghouse within two (2) business days:

- Verified positive, adulterated, or substituted drug test results.
- Refusal to test (drug) requiring a determination by the MRO as specified in 49 CFR 40.191.
- Substance Abuse Professionals (SAP) must report successful completion of treatment and/or education and the determination of eligibility for return-to-duty testing to the Clearinghouse within one business day.

As set forth above, a driver must register in the Clearinghouse in order to provide specific consent for the pre-employment query. After registering, a driver will have access to his/her Clearinghouse record. The driver may designate how he or she receives notices and communication from the FMCSA clearinghouse, including via US mail, or designated electronic means (email/text, etc.). Any driver or authorized representative of the driver may also submit a petition to the FMCSA contesting the accuracy of information in the Clearinghouse, using the procedures specified in 49 CFR Part 382.717.

Section 8 - ACCESS TO RECORDS - All records pertaining to the employer's drug and alcohol testing program shall be maintained in a secure location with controlled access. Access and release of drug and alcohol testing records shall be in accordance with 49 CFR Parts 382 and 40.

Upon written request, drivers are entitled to copies of their records pertaining to their use of drugs or alcohol, including any records pertaining to their drug and alcohol tests. Drivers are also entitled to have access to any pertinent records directly related to their given drug or alcohol specimen testing.

Records to subsequent employers shall be made available upon receipt of a specific written authorization from the driver. The employer will only disclose information that is expressly authorized by the terms of the driver's request. The employer shall provide such information and results requested promptly to the subsequent employer at no charge.

Records shall be made accessible pertaining to the employer's drug and alcohol testing program at all of the employer's facilities to the U.S. Secretary of Transportation, any DOT agency, or any state or local officials with regulatory authority over the employer's drivers.

Section 9 - EMPLOYEE ASSISTANCE PROGRAM - Each driver must sign an Acknowledgment (Attachment G) that they received a copy of the Drug & Alcohol Abuse Policy that complies with Part 382.601. Drivers shall be made aware of educational information concerning the effects and consequences of drug and alcohol use on the driver's personal health, safety and work environment, including signs and symptoms of a drug or alcohol problem.

It is the driver's responsibility to report to work fit for duty and remain fit throughout the workday in order to perform in a safe, efficient and productive manner. The driver will also be made aware of the signs and symptoms of a drug and/or alcohol problem (his/hers or a co-worker's) and shall be made aware of ways to intervene when a problem is suspected, including referral to management, referral to an employee assistance program (if available from the employer), and referral to drug and/or alcohol abuse hotlines and help-lines, or local Alcoholics Anonymous or Narcotics Anonymous groups. Referrals to local Alcoholics Anonymous or Narcotics Anonymous groups or drug and/or alcohol abuse hotlines and help-lines are made available as a reference only: Alcoholics & Narcotics Help Line (888) 206-7272; Focus on Recovery Help-Line for Alcohol and Drug Abuse (800) 234-0286; or the Center for Substance Abuse Treatments Drug Information, Treatment, and Referral Hotline (800) 662-4357.

A driver may come forward for assistance with a drug and/or alcohol use problem, if it is before a driver's notification of an impending drug and/or alcohol test and before the driver performs a safety-sensitive function. The employer shall provide the driver with referrals of where the driver can go for assistance and give the driver sufficient opportunity to complete the counseling, education or rehabilitation required by a drug and alcohol professional, e.g., a qualified drug and alcohol counselor or substance abuse professional.

No adverse action will be taken against the driver. The driver will not perform safety-sensitive functions until the employer is satisfied that the driver has been evaluated and has successfully completed the counseling or treatment requirements and the driver tests negative on a return-to-duty drug and/or alcohol test. The employer may require follow-up testing after the driver returns to duty. All costs associated with the evaluation and rehabilitation will be the responsibility of the driver. The return-to-duty testing and any follow-up testing conducted shall be pre-paid by the employer, to be immediately reimbursed by the driver.

Section 10 - GENERAL INFORMATION - PRESCRIPTION MEDICATIONS, EXPECTATION OF PRIVACY AND SEARCH POLICY-The unlawful manufacture, distribution, dispensation or possession of drugs are prohibited on all employer premises, at any location the driver is performing work for the employer or in any employer-owned or leased commercial motor vehicle. If the employer proves a driver is engaging in any of these activities, the driver shall be subject to termination. Any driver who faces criminal action as a result of engaging in these activities will be immediately suspended until the employer makes a good faith determination regarding whether the conduct is a violation of this policy and what, if any, discipline, up to and including termination, is appropriate.

Prescription Medication and Over-the-Counter Drugs. Drivers are prohibited from using drugs listed in 21 CFR 1308.11, Schedule I, regardless of whether the drug is obtained legally or not. Non-Schedule I drugs, including prescription medication and over-the-counter drugs that are (1) administered by or under the direction of a licensed medical practitioner who is familiar with the driver's medical history and assigned duties; and (2) the licensed medical practitioner has advised the employee that the substance will not adversely affect the employee's ability to safely perform his/her job functions or operate a commercial motor vehicle.

A driver shall not report for duty or remain on duty requiring performance of safety-sensitive functions when the driver uses a non-Schedule I drug or substance that is identified in the other Schedules in 21 CFR Part 1308, except when the use is pursuant to the instruction of a licensed medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance will not adversely affect the driver's ability to safely operate a commercial motor vehicle (CMV). If the substance should adversely affect his/her ability to perform his/her job functions, or, if the employee does not promptly provide written verification from the prescribing physician or pharmacist, the employer will temporarily remove or reassign the employee from his/her job functions and may be subject to discipline up to including termination, if deemed appropriate.

All prescription and over the counter drugs must be kept in their original packaging or container and must be possessed and stored in compliance with applicable laws. An employee who fails to adhere to this provision may be subject to disciplinary action, up to and including immediate termination of employment. Additionally, consuming or possessing a prescribed drug where the prescription has

expired, that is not one's own prescription and/or abusing one's own prescription is not lawful and will subject the employee to disciplinary action, up to and including immediate termination of employment.

Notwithstanding the foregoing, the Company does endeavor in good faith to engage in the interactive reasonable accommodation process with any employee lawfully taking medication for an underlying medical condition, to the extent required or permitted by applicable disability laws.

No Expectation of Privacy and Workplace Searches – The employer may conduct reasonable searches for illegal drugs or alcohol on the employer's workplace, premises or in employer-owned or leased motor vehicles. Searches of drivers and their personal property may be conducted when there are reasonable grounds to believe the driver is in violation of this policy. All drivers are expected to cooperate in such searches. A driver's refusal to cooperate or consent to such searches may result in disciplinary action, including termination.

Nothing in this policy is intended to prohibit or interfere with an employee's right to engage in lawfully protected concerted activities, including discussion of any term or condition of their employment with others, to the extent permitted by law.

Section 11 - INFORMATION CONCERNING THE EFFECTS OF ALCOHOL AND CONTROLLED SUBSTANCES USE ON AN INDIVIDUAL'S HEALTH, WORK & PERSONAL LIFE - Employees who abuse

drugs and/or alcohol cause more absenteeism, loss in work productivity, more accidents and more medical claims. This results in a loss of \$140 billion to American businesses each year. Compared with the average employee, a typical drug-using employee in the workplace is:

2.5 times more likely to be absent 8 days or more each year.

3 times more likely to be late for work.

3.6 times more likely to be involved in workplace accidents.

5 times more likely to file a workers' compensation claim.

Incur 300% higher medical claims.

Marijuana / Cannabis - The common name for the drug made from chopped leaves, stems and flowering tops of a cannabis plant. Some common street names for marijuana are "weed", "flower", "dope", "blunt", "joint", "pot", "reefer." Marijuana can be smoked or eaten. Marijuana is a depressant and mind-altering drug. It works on the brain and causes hallucinations. A person using marijuana is more than likely to experience slowed reaction time, reduced concentration, distorted vision and depth perception, is slower in making decisions, often drives slower than the speed limit, is unable to correctly measure distance and time, and has impaired short-term memory.

Some of the symptoms and signs of marijuana use are:

Short-term memory loss	reddened eyes	moodiness	disruption of production or manufacturing process
Increased appetite	slowed thinking	loss of memory	disregard for safety of self or others
Increased heart rate	dilated pupils	performance issues	demeanor, irrational or unusual behavior
Negligence or carelessness			involvement in an accident
Symptoms of speech, physical dexterity, agility coordination			

Some visible signs noted for the presence of marijuana are:

Roach clips	bongs	cigarette rolling papers	concentrate (i.e. wax, shatter, butter, oil)
Vape pen	small pipes	one hitters	vape pen cartridge with oil

The main psychoactive part of marijuana is tetrahydrocannabinol (THC). The impact of marijuana use depends on the quality of the drug, the tolerance of the user, the dosage or amount taken and the method it is used. Marijuana and alcohol together will magnify the effects of both many times. Chronic marijuana smoking could cause severe irritation of the lungs, heart problems, reduced immune system and possible brain damage.

Phencyclidine - It was developed originally as an anesthetic but was taken off the market because it caused hallucinations. The most common street names for phencyclidine are "PCP", "angel dust", "crystal" and "tea". Phencyclidine is sold in various forms, mainly as a white, off-white or brown crystal-like powder, tablet or capsule. It can be ingested by mouth, snorted or injected intravenously. It can also be smoked when combined with marijuana or tobacco. A person using phencyclidine is more than likely to experience impaired coordination and dulled senses, a sense of power, drowsiness, aggressive behavior, hallucinations and blurred or double vision. In some cases, a person could even experience convulsions, coma, ruptured blood vessels in the brain, heart and lung failure, or even death.

Some of the symptoms and signs of phencyclidine use are:

Confusion	increased blood pressure	anxiety
panic	dizziness	drowsiness
hallucinations	disorientation	sweating
Increased heart rate	aggressive behavior	

Some of the signs for the presence of phencyclidine are:

Needles	capsules	syringes
Plastic packets with powdery substance	tablets	

Phencyclidine is water soluble but still could be retained in the body's system for days, depending on the quality of the drug, the of the user and the dosage or amount taken. Phencyclidine and alcohol together are dangerous and could cause an overdose. Chronic phencyclidine use could cause hallucinations, psychosis, convulsions, coma or possible death.

Cocaine - Cocaine comes from the leaves of coca plants. Some common street names for cocaine are "coke," "crack," "rock," "snort," "toot," "blow," and "snow." Cocaine can be snorted, injected intravenously, smoked or freebased (heating the cocaine and inhaling the vapors). Cocaine stimulates the body's central nervous system. Psychological dependence on the drug can be high with repeated use. A person using cocaine is more than likely to experience impatience, anger, over stimulated reflexes, distorted vision and depth perception, slow reaction time and false sense of security and alertness. In some cases, a person could even experience seizures, heart attacks, convulsions, hallucinations and death.

Some of the symptoms and signs of cocaine use are:

Dilated pupils	nose bleeds	paranoia
Irritability	runny nose	needle marks
Increased blood pressure	hallucinations	restlessness
Talkativeness	anxiety	weight loss
Depression	nervousness	

Some of the signs for the presence of cocaine are:

Small spoons	mirrors	needles
Small plastic bags or vials	syringes	small drinking straws
Razor blades	rolled paper currency	small butane torch

Cocaine is water soluble but still could be retained in the body's system for several days, depending on the quality of the drug, the tolerance of the user and the dosage or amounts taken. Cocaine causes the most mental dependency of any known drug. Cocaine and depressants, taken together, can be very dangerous or even fatal. Intravenous users have a high risk of contracting liver disease, tetanus, serum hepatitis and AIDS from the use of needles. Chronic cocaine use could cause seizures, heart attacks, strokes, convulsions, depression or death.

Amphetamines- Amphetamines are manufactured central nervous system stimulants used most often by individuals to stay awake. Psychological dependence on the drug can be high with repeated use. Some common street names for amphetamines are "speed," "crank," "meth," "crystal," "diet pills," "bennies" and "uppers." In pure form, amphetamines are yellowish crystals in which some are made into tablets, pills or capsules. Amphetamines can be ingested in tablet, pill or capsule form, snorted, or injected intravenously if in powder or liquid form. A person using amphetamines is more than likely to experience delayed reaction time, over stimulated reflexes, anxiety, irritability, distorted vision and depth perception, and a false sense of security and alertness.

Some of the symptoms and signs of amphetamine use are:

Loss of appetite	weight loss	sweating
Paranoia	dilated pupils	increased blood pressure
Dry mouth	talkativeness	sleeplessness
Nervousness	needle marks	depression
Hallucinations	anxiety	

Some of the signs for the presence of amphetamines are:

Pills	small butane torch	tablets
Rolled paper currency	capsules	small drinking straws
Small plastic bags or vials	razor blades	needles
Syringes		

Amphetamines are water-soluble but still could be retained in the body's system for several days depending on the quality of the drug, the tolerance of the user and the dosage or amount taken. Chronic amphetamine use could cause physical collapse, delusions, hallucinations, brain damage, heart damage, toxic psychosis or death.

Opioids - Some opioids come from the seed pod of the Asian poppy. Other opioids are synthesized or manufactured. Psychological dependence can be high with repeated use. Some common street names are "horse," "junk," "smack," "downers," "M," "yellow jackets," "blues" and "ludes." Opioids are in many different compounds and forms. The most common are pills, tablets or capsules. Other compounds and forms are in liquid or powder form. Opioids can be injected, smoked or injected intravenously. A person using opioids is more than likely to experience distorted sense of time and distance, slowed reflexes, difficulty focusing, drowsiness and little or no concentration.

Some of the symptoms and signs of opioid use are:

Nausea	needle marks	loss of appetite
Confusion	drowsiness	cold or moist skin
Depression	short attention span	reduced pain
Memory loss	constricted pupils	sweating
Diarrhea	vomiting	

Some of the signs for the presence of opioids are:

Pills	bottle caps	tablets
Small packets	capsules	eye droppers
Needles	small spoons	syringes

Opioids are water soluble but still could be retained in the body's system for one to several days, depending on the quality of the drug, the tolerance of the user and the dosage or amount taken. Opioids taken with alcohol and other depressant drugs magnify the effects of the opioids and could lead to overdoses. Intravenous users have a high risk of contracting liver disease, tetanus, serum hepatitis and AIDS from the use of needles. Chronic opioid use could cause loss of consciousness, convulsions, coma or death.

Alcohol - Some common street names for alcohol are "booze," "juice," "brew," "sauce" and "hooch." As a rule, a drink or two will create a feeling of well-being. What determines the rate of metabolism in the body and how fast it dissipates the alcohol depends on the altitude, the individual's body weight, metabolism, stomach content, gender, and whether the individual is sick or healthy, rested or tired. After the first drink or two, impairment begins, depending on the factors stated above. When the individual consumes alcohol that produces physical or mood-altering effects, it becomes a substance of abuse. A person using alcohol is more than likely to experience blurred or distorted vision, impaired reaction time, impaired judgment, anger, nausea, drowsiness and aggressiveness.

Some of the symptoms and signs of alcohol use are:

Slurred speech	hostility	odor on breath
Insomnia	flushed skin	loss of concentration
Glazed eyes	unsteadiness	blackouts
Memory loss	drowsiness	incoherence

Chronic alcohol use could cause brain damage, neurological damage, liver damage, pancreas and kidney damage, heart problems, strokes, cancer, coma, toxic psychosis and possible death.

Section 12 - DISCIPLINARY ACTION *(Select Option 1, 2 or 3 that will apply for a driver who has violated a drug and/or alcohol violation. Then select Option A or B, to identify who will pay for the return-to-duty and follow-up testing.)*

☒ **OPTION 1** *(if the driver violates a drug or alcohol regulation, they are terminated)* - The employer will provide the driver who has violated a drug and/or alcohol regulation with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. **The driver will be terminated.**

If the employer chooses to rehire the driver for safety-sensitive functions, the driver must follow the procedures outlined in 49 CFR Part 40. The driver must test negative on a return-to-duty drug test and/or less than 0.02 on a breath alcohol test before returning to safety sensitive functions. The employer shall conduct follow-up testing on the driver as specified in the SAP follow-up evaluation letter. The employer will ensure that the return-to-duty and all follow-up drug collections are conducted under direct observation.

☐ **OPTION 2** *(if the driver violates a drug or alcohol regulation a second time, they are terminated)* - The employer will provide the driver who has violated a drug and/or alcohol regulation the first time with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. The driver must follow the procedures outlined in 49 CFR Part 40. The driver must test negative on a return-to-duty drug test and/or less than 0.02 on a breath alcohol test before returning to safety-sensitive functions. The employer shall conduct follow-up testing on the driver as specified in the SAP follow-up evaluation letter. The employer will ensure that the return-to-duty and all follow-up drug collections are conducted under direct observation.

The employer will provide the driver who has violated a drug and/or alcohol regulation a second time with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. **The driver will be terminated.**

☐ **OPTION 3** *(if the driver violates a drug or alcohol regulation a third time, they are terminated)* - The employer will provide the driver who has violated a drug and/or alcohol regulation the first time with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. The driver must follow the procedures outlined in 49 CFR Part 40. The driver must test negative on a return-to-duty drug test and/or test less than 0.02 on a breath alcohol test before returning to safety-sensitive functions. The employer shall conduct follow-up testing on the driver as specified in the SAP follow-up evaluation letter. The employer will ensure that the return-to-duty and all follow-up drug collections are conducted under direct observation.

The employer will provide the driver who has violated a drug and/or alcohol regulation a second time with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. The driver must follow the procedures outlined in 49 CFR Part 40. The driver must test negative on a return-to-duty drug test and/or test less than .02 on a breath alcohol test before returning to safety-sensitive functions. The employer shall conduct follow-up testing on the employee as specified in the SAP follow-up evaluation letter. The employer will ensure that the return-to-duty and all follow-up drug collections are conducted under direct observation.

The employer will provide the driver who has violated a drug and/or alcohol regulation a third time with names and phone numbers of SAP networks that will offer qualified SAPs available geographically to the driver. **The driver will be terminated.**

☐ **OPTION A** - All costs associated with the SAP evaluations, rehabilitation, return-to-duty testing and follow-up testing will be the responsibility of the driver. The return-to-duty and follow-up testing costs shall be pre-paid by the employer, to be immediately reimbursed by the driver.

☐ **OPTION B** - All costs associated with the SAP evaluations and rehabilitation will be the responsibility of the driver. The return-to-duty and follow-up testing costs shall be paid by the employer.

THIS IS NOT AN EMPLOYMENT CONTRACT

Bruce VanWankum
CHIEF OF POLICE



250 S. Halwood Street
Cortland, Illinois 60112
Phone: (815) 756-2558
Email: Cortlandchief@cortlandil.org

Item 4.

Axon Request for Proposal for the Town of Cortland Police Department

1. Introduction

Purpose: Law enforcement agencies across Illinois have implemented Body Worn Cameras (BWCs) and In Car Camera Systems to capture police-community interactions. BWCs capture critical evidence for criminal prosecutions, help protect officers against false accusations of misconduct and provide for speedy resolution of the related investigations, increase police accountability and transparency, and help build public trust. As agencies consider implementing a BWC program, there are several factors that must be considered to ensure a successful implementation. The needs of the Cortland Police Department for Body Worn Cameras (BWCs) and In Car Camera Systems are as follows:

Background Information: Currently the Cortland Police Department utilizes Versaterm (Formerly: Visual Labs) for Body Worn Cameras (BWCs) and In Car Camera Systems. This process utilizes an Android based Application (App) with uploads occurring over WiFi and Cell Data. In addition, Visual Labs houses footage in the cloud and not on The Cortland Police Department servers making storage, retention, and transmittal to other agencies and entities a challenge.

2. Operational Requirements

Security: The BWC should capture the recorded video, upload it, and store it in a secure manner. Security and Access Control, including role-based user rights and administration abilities. Chain of custody tracking. Case and Evidence management. e-Sharing – online sharing of digital evidence with third parties (solicitor, courts, etc.) Routine software upgrades. Retention management/custom categorizations. Audit capabilities for content and users. Redaction capabilities. Third-party integration (Computer Aided Dispatch, Records Management Systems, etc.) Advanced search capabilities, including meta data search capabilities.

Illinois State Law: 50 ILCS 706/10-20 (2) “Cameras must be capable of recording for a period of 10 hours or more, unless the officer-worn body camera was purchased and acquired by the law enforcement agency prior to July 1, 2015.” Presently Visual Labs records from 8 to 12 hours. Axon offers over 13 hours of recording.

3. Scope of Work Environment

Durability: Axon presently offers the Axon Body 4 which has an internal battery along with a dedicated rough housing making it far superior for Law Enforcement environmental needs.

Enhanced Recording: Presently the Cortland Police Department does not have rear seat cameras when subjects are arrested. Axon offers a full car integrated system. This system will further protect the Town of Cortland and Officers from accusations of misconduct.

Bruce VanWankum
CHIEF OF POLICE



Item 4.

250 S. Halwood Street
Cortland, Illinois 60112
Phone: (815) 756-2558
Email: Cortlandchief@cortlandil.org

Language Barriers: Officers can quickly communicate with speakers of 50+ other languages for immediate understanding during everyday interactions, directly from their Axon Body 4. Languages can be manually set or automatically detected, and the device audibly translates speech within seconds. Real-Time Translation can automatically detect languages, or officers can manually set the language if known, for translations in a fraction of the time. All translations are automatically captured in body-worn video and transcripts for full transparency, allowing human translators to review and verify accuracy.

Additional Operational Needs Available through Axon:

- i. Pre-Event testing — verifying ability to capture video (with or without audio) for a set amount of time preceding once an officer has activated the record feature on their BWC.
- ii. Audio muting functionality (during active recording)
- iii. Streaming capabilities (reliability, quality, delay)
- iv. Field of view
- v. GPS
- vi. Accuracy (location, speed)
- vii. Mapping
- viii. Officer Safety Features (fall detection, bi-directional communications, sound detection/activation)
- ix. Applications (listing and testing each apps specific capabilities)
- x. Ease of use
- xi. Pairing and Un-pairing
- xii. Impact on BWC (battery, overall performance)

Freedom of Information Act (FOIA): The Cortland Police Department has experienced a large increase in FOIA for both reports and video. Axon offers a Redaction Studio which uses AI models purpose-built for law enforcement to automate the masking of heads, license plates, and screens. These advanced models, combined with bulk processing and other custom tools, drastically cut video redaction time. The Software can:

- i. Screen, head & license plate auto-masking: Apply AI models purpose-built for law enforcement to efficiently mask screens, heads, and license plates throughout every frame they appear in the video.
- ii. Multi-video redaction initiation: Activate Redaction Assistant on up to 20 pieces of video evidence simultaneously to bulk redact screens, heads, and license plates so that videos up to 2 hours in duration are processed in 10 minutes or less.
- iii. Head masking and tracking: All unique heads are identified and followed throughout the video, even as they move in and out of frame; quickly select which to redact via a thumbnail panel.
- iv. Audio redaction acceleration via transcript: Leverage audio redact via transcript by simply searching for or clicking on any words found inside the transcript to auto-redact them throughout the entire video.

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-905481-4

Item 4.

➡

Issued: 08/11/2026

Quote Expiration: 10/30/2026

Estimated Contract Start Date: 12/01/2026

Account Number: 253844
Payment Terms: N30
Mode of Delivery: AUTO-GND
Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland, IL 60112-4027 USA	CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland IL 60112-4027 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jonathan Hoebing Phone: Email: jhoebing@axon.com Fax:	Bruce VanWankum Phone: (815) 756-2558 Email: bvanwankum@cortlandil.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$123,246.40
ESTIMATED TOTAL W/ TAX	\$123,246.40

Discount Summary

Average Savings Per Year	\$11,445.38
TOTAL SAVINGS	\$57,226.92

Payment Summary

Item 4.

Date	Subtotal	Tax	Total
Nov 2026	\$250.00	\$0.00	\$250.00
May 2027	\$24,599.28	\$0.00	\$24,599.28
May 2028	\$24,599.28	\$0.00	\$24,599.28
May 2029	\$24,599.28	\$0.00	\$24,599.28
May 2030	\$24,599.28	\$0.00	\$24,599.28
May 2031	\$24,599.28	\$0.00	\$24,599.28
Total	\$123,246.40	\$0.00	\$123,246.40

Non-Binding Budgetary Estimate

Quote Unbundled Price:

\$180, Item 4.

Quote List Price:

\$128,682.40

Quote Subtotal:

\$123,246.40

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3A	Fleet 3 Advanced	5	60	\$313.70	\$258.90	\$240.78	\$72,234.00	\$0.00	\$72,234.00
B00102	Axon Body Camera Starter Plan	10	60	\$118.50	\$59.58	\$59.58	\$35,748.00	\$0.00	\$35,748.00
A la Carte Software									
100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	60		\$27.12	\$27.12	\$3,254.40	\$0.00	\$3,254.40
73478	Axon Evidence - Redaction Assistant User License	10	60		\$10.85	\$10.85	\$6,510.00	\$0.00	\$6,510.00
A la Carte Services									
102531	PSO Virtual Training	1	1		\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
100159	Axon Fleet 3 - Services - ALPR API Integration	1	1		\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00
Total							\$123,246.40	\$0.00	\$123,246.40

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Axon Body Camera Starter Plan	100147	Axon Body 4 - Camera - First Responder Black Rapidlock US	10	1	11/01/2026
Axon Body Camera Starter Plan	100206	Axon Body 4 - Dock - Eight-Bay	2	1	11/01/2026
Axon Body Camera Starter Plan	100466	Axon Body 4 - Cable - USB-C to USB-C	11	1	11/01/2026
Axon Body Camera Starter Plan	100775	Axon Body 4 - Magnetic Disconnect Cable	11	1	11/01/2026
Axon Body Camera Starter Plan	70033	Axon Body - Dock Wall Mount - Bracket Assembly	2	1	11/01/2026
Axon Body Camera Starter Plan	71019	Axon Body - Dock Powercord - North America	2	1	11/01/2026
Axon Body Camera Starter Plan	74028	Axon Body - Mount - Wing Clip Rapidlock	11	1	11/01/2026
Fleet 3 Advanced	100469	Axon Fleet - SIM Insertion - ATT Firstnet	5	1	11/01/2026
Fleet 3 Advanced	101924	Axon Fleet - Taoglas Ant - 7-in-1 4Cell 2WIFI 1GNSS Int	5	1	11/01/2026
Fleet 3 Advanced	103346	Axon Fleet - Ericsson R980-5GD-A+5Yr Netcloud	5	1	11/01/2026
Fleet 3 Advanced	70112	Axon Signal Vehicle	5	1	11/01/2026
Fleet 3 Advanced	72036	Axon Fleet 3 - Standard 2 Camera Kit	5	1	11/01/2026
Axon Body Camera Starter Plan	73309	Axon Body - TAP Refresh 1 - Camera	10	1	05/01/2029
Axon Body Camera Starter Plan	73689	Axon Body - TAP Refresh 1 - Dock Multi-Bay	2	1	05/01/2029
Fleet 3 Advanced	72040	Axon Fleet - TAP Refresh 1 - 2 Camera Kit	5	1	11/01/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	73686	Axon Evidence - Storage - Axon Device Unlimited	10	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73746	Axon Evidence - ECOM License - Pro	1	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73840	Axon Evidence - ECOM License - Basic	10	12/01/2026	11/30/2031
Fleet 3 Advanced	80400	Axon Evidence - Fleet Vehicle License	5	12/01/2026	11/30/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80401	Axon Fleet 3 - ALPR License - 1 Camera	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80402	Axon Fleet - Real-Time Location, Alerts & Livestream License	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80410	Axon Evidence - Storage - Fleet 1 Camera Unlimited	10	12/01/2026	11/30/2031
A la Carte	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	12/01/2026	11/30/2031
A la Carte	73478	Axon Evidence - Redaction Assistant User License	10	12/01/2026	11/30/2031

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced	73391	Axon Fleet 3 - Deployment Per Vehicle - Not Oversized	5
A la Carte	100159	Axon Fleet 3 - Services - ALPR API Integration	1
A la Carte	102531	PSO Virtual Training	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	80464	Axon Body - TAP Warranty - Camera	10	11/01/2027	11/30/2031
Axon Body Camera Starter Plan	80465	Axon Body - TAP Warranty - Multi-Bay Dock	2	11/01/2027	11/30/2031
Fleet 3 Advanced	80379	Axon Signal - Ext Warranty - Signal Vehicle	5	11/01/2027	11/30/2031
Fleet 3 Advanced	80495	Axon Fleet 3 - Ext Warranty - 2 Camera Kit	5	11/01/2027	11/30/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	250 S Halwood St	Cortland	IL	60112-4027	USA

Payment Details

Nov 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$6.09	\$0.00	\$6.09
Annual Payment 1	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$6.60	\$0.00	\$6.60
Annual Payment 1	102531	PSO Virtual Training	1	\$5.07	\$0.00	\$5.07
Annual Payment 1	73478	Axon Evidence - Redaction Assistant User License	10	\$13.21	\$0.00	\$13.21
Annual Payment 1	B00102	Axon Body Camera Starter Plan	10	\$72.51	\$0.00	\$72.51
Annual Payment 1	Fleet3A	Fleet 3 Advanced	5	\$146.52	\$0.00	\$146.52
Total				\$250.00	\$0.00	\$250.00

May 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$598.78	\$0.00	\$598.78
Annual Payment 2	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$649.56	\$0.00	\$649.56
Annual Payment 2	102531	PSO Virtual Training	1	\$498.99	\$0.00	\$498.99
Annual Payment 2	73478	Axon Evidence - Redaction Assistant User License	10	\$1,299.35	\$0.00	\$1,299.35
Annual Payment 2	B00102	Axon Body Camera Starter Plan	10	\$7,135.11	\$0.00	\$7,135.11
Annual Payment 2	Fleet3A	Fleet 3 Advanced	5	\$14,417.49	\$0.00	\$14,417.49
Total				\$24,599.28	\$0.00	\$24,599.28

May 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$598.78	\$0.00	\$598.78
Annual Payment 3	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$649.56	\$0.00	\$649.56
Annual Payment 3	102531	PSO Virtual Training	1	\$498.98	\$0.00	\$498.98
Annual Payment 3	73478	Axon Evidence - Redaction Assistant User License	10	\$1,299.36	\$0.00	\$1,299.36
Annual Payment 3	B00102	Axon Body Camera Starter Plan	10	\$7,135.08	\$0.00	\$7,135.08
Annual Payment 3	Fleet3A	Fleet 3 Advanced	5	\$14,417.52	\$0.00	\$14,417.52
Total				\$24,599.28	\$0.00	\$24,599.28

May 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$598.78	\$0.00	\$598.78
Annual Payment 4	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$649.56	\$0.00	\$649.56
Annual Payment 4	102531	PSO Virtual Training	1	\$498.99	\$0.00	\$498.99
Annual Payment 4	73478	Axon Evidence - Redaction Assistant User License	10	\$1,299.36	\$0.00	\$1,299.36
Annual Payment 4	B00102	Axon Body Camera Starter Plan	10	\$7,135.11	\$0.00	\$7,135.11
Annual Payment 4	Fleet3A	Fleet 3 Advanced	5	\$14,417.48	\$0.00	\$14,417.48
Total				\$24,599.28	\$0.00	\$24,599.28

Non-Binding Budgetary Estimate

Item 4.

May 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$598.79	\$0.00	\$598.79
Annual Payment 5	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$649.56	\$0.00	\$649.56
Annual Payment 5	102531	PSO Virtual Training	1	\$498.98	\$0.00	\$498.98
Annual Payment 5	73478	Axon Evidence - Redaction Assistant User License	10	\$1,299.36	\$0.00	\$1,299.36
Annual Payment 5	B00102	Axon Body Camera Starter Plan	10	\$7,135.09	\$0.00	\$7,135.09
Annual Payment 5	Fleet3A	Fleet 3 Advanced	5	\$14,417.50	\$0.00	\$14,417.50
Total				\$24,599.28	\$0.00	\$24,599.28

May 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
aDXRI000001PWKH	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$598.78	\$0.00	\$598.78
aDXRI000001PWKH	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$649.56	\$0.00	\$649.56
aDXRI000001PWKH	102531	PSO Virtual Training	1	\$498.99	\$0.00	\$498.99
aDXRI000001PWKH	73478	Axon Evidence - Redaction Assistant User License	10	\$1,299.36	\$0.00	\$1,299.36
aDXRI000001PWKH	B00102	Axon Body Camera Starter Plan	10	\$7,135.10	\$0.00	\$7,135.10
aDXRI000001PWKH	Fleet3A	Fleet 3 Advanced	5	\$14,417.49	\$0.00	\$14,417.49
Total				\$24,599.28	\$0.00	\$24,599.28

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of A goods or services.

Item 4.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Exceptions to Standard Terms and Conditions

Rewrite Estimates

Estimated Amounts and Contract Terminations. Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.



Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-905481-4 Item 4.

Issued: 08/11/2026

Quote Expiration: 09/30/2026

Estimated Contract Start Date: 12/01/2026

Account Number: 253844
Payment Terms: N30
Mode of Delivery: AUTO-GND
Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland, IL 60112-4027 USA	CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland IL 60112-4027 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jonathan Hoebing Phone: Email: jhoebing@axon.com Fax:	Bruce VanWankum Phone: (815) 756-2558 Email: bvanwankum@cortlandil.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$107,982.00
ESTIMATED TOTAL W/ TAX	\$107,982.00

Discount Summary

Average Savings Per Year	\$14,498.26
TOTAL SAVINGS	\$72,491.32

Payment Summary

Item 4.

Date	Subtotal	Tax	Total
Nov 2026	\$250.00	\$0.00	\$250.00
May 2027	\$21,546.00	\$0.00	\$21,546.00
May 2028	\$21,546.50	\$0.00	\$21,546.50
May 2029	\$21,546.50	\$0.00	\$21,546.50
May 2030	\$21,546.50	\$0.00	\$21,546.50
May 2031	\$21,546.50	\$0.00	\$21,546.50
Total	\$107,982.00	\$0.00	\$107,982.00

Non-Binding Budgetary Estimate

Quote Unbundled Price:

Quote List Price:

Quote Subtotal:

\$180, Item 4.

\$128,682.40

\$107,982.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3A	Fleet 3 Advanced	5	60	\$313.70	\$258.90	\$240.78	\$72,234.00	\$0.00	\$72,234.00
B00102	Axon Body Camera Starter Plan	10	60	\$118.50	\$59.58	\$59.58	\$35,748.00	\$0.00	\$35,748.00
A la Carte Software									
100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	60		\$27.12	\$0.00	\$0.00	\$0.00	\$0.00
73478	Axon Evidence - Redaction Assistant User License	10	60		\$10.85	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Services									
100159	Axon Fleet 3 - Services - ALPR API Integration	1	1		\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
102531	PSO Virtual Training	1	1		\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$107,982.00	\$0.00	\$107,982.00

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Axon Body Camera Starter Plan	100147	Axon Body 4 - Camera - First Responder Black Rapidlock US	10	1	11/01/2026
Axon Body Camera Starter Plan	100206	Axon Body 4 - Dock - Eight-Bay	2	1	11/01/2026
Axon Body Camera Starter Plan	100466	Axon Body 4 - Cable - USB-C to USB-C	11	1	11/01/2026
Axon Body Camera Starter Plan	100775	Axon Body 4 - Magnetic Disconnect Cable	11	1	11/01/2026
Axon Body Camera Starter Plan	70033	Axon Body - Dock Wall Mount - Bracket Assembly	2	1	11/01/2026
Axon Body Camera Starter Plan	71019	Axon Body - Dock Powercord - North America	2	1	11/01/2026
Axon Body Camera Starter Plan	74028	Axon Body - Mount - Wing Clip Rapidlock	11	1	11/01/2026
Fleet 3 Advanced	100469	Axon Fleet - SIM Insertion - ATT Firstnet	5	1	11/01/2026
Fleet 3 Advanced	101924	Axon Fleet - Taoglas Ant - 7-in-1 4Cell 2WIFI 1GNSS Int	5	1	11/01/2026
Fleet 3 Advanced	103346	Axon Fleet - Ericsson R980-5GD-A+5Yr Netcloud	5	1	11/01/2026
Fleet 3 Advanced	70112	Axon Signal Vehicle	5	1	11/01/2026
Fleet 3 Advanced	72036	Axon Fleet 3 - Standard 2 Camera Kit	5	1	11/01/2026
Axon Body Camera Starter Plan	73309	Axon Body - TAP Refresh 1 - Camera	10	1	05/01/2029
Axon Body Camera Starter Plan	73689	Axon Body - TAP Refresh 1 - Dock Multi-Bay	2	1	05/01/2029
Fleet 3 Advanced	72040	Axon Fleet - TAP Refresh 1 - 2 Camera Kit	5	1	11/01/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	73686	Axon Evidence - Storage - Axon Device Unlimited	10	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73746	Axon Evidence - ECOM License - Pro	1	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73840	Axon Evidence - ECOM License - Basic	10	12/01/2026	11/30/2031
Fleet 3 Advanced	80400	Axon Evidence - Fleet Vehicle License	5	12/01/2026	11/30/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80401	Axon Fleet 3 - ALPR License - 1 Camera	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80402	Axon Fleet - Real-Time Location, Alerts & Livestream License	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80410	Axon Evidence - Storage - Fleet 1 Camera Unlimited	10	12/01/2026	11/30/2031
A la Carte	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	12/01/2026	11/30/2031
A la Carte	73478	Axon Evidence - Redaction Assistant User License	10	12/01/2026	11/30/2031

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced	73391	Axon Fleet 3 - Deployment Per Vehicle - Not Oversized	5
A la Carte	100159	Axon Fleet 3 - Services - ALPR API Integration	1
A la Carte	102531	PSO Virtual Training	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	80464	Axon Body - TAP Warranty - Camera	10	11/01/2027	11/30/2031
Axon Body Camera Starter Plan	80465	Axon Body - TAP Warranty - Multi-Bay Dock	2	11/01/2027	11/30/2031
Fleet 3 Advanced	80379	Axon Signal - Ext Warranty - Signal Vehicle	5	11/01/2027	11/30/2031
Fleet 3 Advanced	80495	Axon Fleet 3 - Ext Warranty - 2 Camera Kit	5	11/01/2027	11/30/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	250 S Halwood St	Cortland	IL	60112-4027	USA

Payment Details

Nov 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 1	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 1	B00102	Axon Body Camera Starter Plan	10	\$82.75	\$0.00	\$82.75
Annual Payment 1	Fleet3A	Fleet 3 Advanced	5	\$167.25	\$0.00	\$167.25
Total				\$250.00	\$0.00	\$250.00

May 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 2	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 2	B00102	Axon Body Camera Starter Plan	10	\$7,132.93	\$0.00	\$7,132.93
Annual Payment 2	Fleet3A	Fleet 3 Advanced	5	\$14,413.07	\$0.00	\$14,413.07
Total				\$21,546.00	\$0.00	\$21,546.00

May 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 3	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 3	B00102	Axon Body Camera Starter Plan	10	\$7,133.06	\$0.00	\$7,133.06
Annual Payment 3	Fleet3A	Fleet 3 Advanced	5	\$14,413.44	\$0.00	\$14,413.44
Total				\$21,546.50	\$0.00	\$21,546.50

May 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 4	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 4	B00102	Axon Body Camera Starter Plan	10	\$7,133.08	\$0.00	\$7,133.08
Annual Payment 4	Fleet3A	Fleet 3 Advanced	5	\$14,413.42	\$0.00	\$14,413.42
Total				\$21,546.50	\$0.00	\$21,546.50

Non-Binding Budgetary Estimate

Item 4.

May 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 5	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 5	B00102	Axon Body Camera Starter Plan	10	\$7,133.11	\$0.00	\$7,133.11
Annual Payment 5	Fleet3A	Fleet 3 Advanced	5	\$14,413.39	\$0.00	\$14,413.39
Total				\$21,546.50	\$0.00	\$21,546.50

May 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
aDXRI000001PWKH	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
aDXRI000001PWKH	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
aDXRI000001PWKH	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
aDXRI000001PWKH	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
aDXRI000001PWKH	B00102	Axon Body Camera Starter Plan	10	\$7,133.07	\$0.00	\$7,133.07
aDXRI000001PWKH	Fleet3A	Fleet 3 Advanced	5	\$14,413.43	\$0.00	\$14,413.43
Total				\$21,546.50	\$0.00	\$21,546.50

Non-Binding Budgetary Estimate

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Item 4.

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Exceptions to Standard Terms and Conditions

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Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.



Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-906629-4 Item 4.

→

Issued: 08/14/2026

Quote Expiration: 09/30/2026

Estimated Contract Start Date: 12/01/2026

Account Number: 253844
Payment Terms: N30
Mode of Delivery: AUTO-GND
Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland, IL 60112-4027 USA	CORTLAND POLICE DEPT - IL 250 S Halwood St Cortland IL 60112-4027 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jonathan Hoebing Phone: Email: jhoebing@axon.com Fax:	Bruce VanWankum Phone: (815) 756-2558 Email: bvanwankum@cortlandil.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$120,871.80
ESTIMATED TOTAL W/ TAX	\$120,871.80

Discount Summary

Average Savings Per Year	\$15,826.30
TOTAL SAVINGS	\$79,131.52

Payment Summary

Item 4.

Date	Subtotal	Tax	Total
Nov 2026	\$250.00	\$0.00	\$250.00
May 2027	\$24,124.36	\$0.00	\$24,124.36
May 2028	\$24,124.36	\$0.00	\$24,124.36
May 2029	\$24,124.36	\$0.00	\$24,124.36
May 2030	\$24,124.36	\$0.00	\$24,124.36
May 2031	\$24,124.36	\$0.00	\$24,124.36
Total	\$120,871.80	\$0.00	\$120,871.80

Non-Binding Budgetary Estimate

Quote Unbundled Price:

Quote List Price:

Quote Subtotal:

\$200, Item 4.

\$148,212.40

\$120,871.80

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3A	Fleet 3 Advanced	5	60	\$313.70	\$258.90	\$240.78	\$72,234.00	\$0.00	\$72,234.00
B00102	Axon Body Camera Starter Plan	10	60	\$118.50	\$59.58	\$59.58	\$35,748.00	\$0.00	\$35,748.00
A la Carte Software									
100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	60		\$27.12	\$0.00	\$0.00	\$0.00	\$0.00
73478	Axon Evidence - Redaction Assistant User License	10	60		\$10.85	\$0.00	\$0.00	\$0.00	\$0.00
102011	Axon AI Assistant	10	60		\$32.55	\$21.48	\$12,889.80	\$0.00	\$12,889.80
A la Carte Services									
100159	Axon Fleet 3 - Services - ALPR API Integration	1	1		\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
102531	PSO Virtual Training	1	1		\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$120,871.80	\$0.00	\$120,871.80

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Axon Body Camera Starter Plan	100147	Axon Body 4 - Camera - First Responder Black Rapidlock US	10	1	11/01/2026
Axon Body Camera Starter Plan	100206	Axon Body 4 - Dock - Eight-Bay	2	1	11/01/2026
Axon Body Camera Starter Plan	100466	Axon Body 4 - Cable - USB-C to USB-C	11	1	11/01/2026
Axon Body Camera Starter Plan	100775	Axon Body 4 - Magnetic Disconnect Cable	11	1	11/01/2026
Axon Body Camera Starter Plan	70033	Axon Body - Dock Wall Mount - Bracket Assembly	2	1	11/01/2026
Axon Body Camera Starter Plan	71019	Axon Body - Dock Powercord - North America	2	1	11/01/2026
Axon Body Camera Starter Plan	74028	Axon Body - Mount - Wing Clip Rapidlock	11	1	11/01/2026
Fleet 3 Advanced	100469	Axon Fleet - SIM Insertion - ATT Firstnet	5	1	11/01/2026
Fleet 3 Advanced	101924	Axon Fleet - Taoglas Ant - 7-in-1 4Cell 2WIFI 1GNSS Int	5	1	11/01/2026
Fleet 3 Advanced	103346	Axon Fleet - Ericsson R980-5GD-A+5Yr Netcloud	5	1	11/01/2026
Fleet 3 Advanced	70112	Axon Signal Vehicle	5	1	11/01/2026
Fleet 3 Advanced	72036	Axon Fleet 3 - Standard 2 Camera Kit	5	1	11/01/2026
Axon Body Camera Starter Plan	73309	Axon Body - TAP Refresh 1 - Camera	10	1	05/01/2029
Axon Body Camera Starter Plan	73689	Axon Body - TAP Refresh 1 - Dock Multi-Bay	2	1	05/01/2029
Fleet 3 Advanced	72040	Axon Fleet - TAP Refresh 1 - 2 Camera Kit	5	1	11/01/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	73686	Axon Evidence - Storage - Axon Device Unlimited	10	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73746	Axon Evidence - ECOM License - Pro	1	12/01/2026	11/30/2031
Axon Body Camera Starter Plan	73840	Axon Evidence - ECOM License - Basic	10	12/01/2026	11/30/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80400	Axon Evidence - Fleet Vehicle License	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80401	Axon Fleet 3 - ALPR License - 1 Camera	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80402	Axon Fleet - Real-Time Location, Alerts & Livestream License	5	12/01/2026	11/30/2031
Fleet 3 Advanced	80410	Axon Evidence - Storage - Fleet 1 Camera Unlimited	10	12/01/2026	11/30/2031
A la Carte	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	12/01/2026	11/30/2031
A la Carte	102011	Axon AI Assistant	10	12/01/2026	11/30/2031
A la Carte	73478	Axon Evidence - Redaction Assistant User License	10	12/01/2026	11/30/2031

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced	73391	Axon Fleet 3 - Deployment Per Vehicle - Not Oversized	5
A la Carte	100159	Axon Fleet 3 - Services - ALPR API Integration	1
A la Carte	102531	PSO Virtual Training	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Axon Body Camera Starter Plan	80464	Axon Body - TAP Warranty - Camera	10	11/01/2027	11/30/2031
Axon Body Camera Starter Plan	80465	Axon Body - TAP Warranty - Multi-Bay Dock	2	11/01/2027	11/30/2031
Fleet 3 Advanced	80379	Axon Signal - Ext Warranty - Signal Vehicle	5	11/01/2027	11/30/2031
Fleet 3 Advanced	80495	Axon Fleet 3 - Ext Warranty - 2 Camera Kit	5	11/01/2027	11/30/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	250 S Halwood St	Cortland	IL	60112-4027	USA

Payment Details

Nov 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 1	102011	Axon AI Assistant	10	\$26.66	\$0.00	\$26.66
Annual Payment 1	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 1	B00102	Axon Body Camera Starter Plan	10	\$73.95	\$0.00	\$73.95
Annual Payment 1	Fleet3A	Fleet 3 Advanced	5	\$149.39	\$0.00	\$149.39
Total				\$250.00	\$0.00	\$250.00

May 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 2	102011	Axon AI Assistant	10	\$2,572.63	\$0.00	\$2,572.63
Annual Payment 2	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 2	B00102	Axon Body Camera Starter Plan	10	\$7,134.81	\$0.00	\$7,134.81
Annual Payment 2	Fleet3A	Fleet 3 Advanced	5	\$14,416.92	\$0.00	\$14,416.92
Total				\$24,124.36	\$0.00	\$24,124.36

May 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 3	102011	Axon AI Assistant	10	\$2,572.63	\$0.00	\$2,572.63
Annual Payment 3	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 3	B00102	Axon Body Camera Starter Plan	10	\$7,134.80	\$0.00	\$7,134.80
Annual Payment 3	Fleet3A	Fleet 3 Advanced	5	\$14,416.93	\$0.00	\$14,416.93
Total				\$24,124.36	\$0.00	\$24,124.36

May 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 4	102011	Axon AI Assistant	10	\$2,572.62	\$0.00	\$2,572.62
Annual Payment 4	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 4	B00102	Axon Body Camera Starter Plan	10	\$7,134.82	\$0.00	\$7,134.82

Non-Binding Budgetary Estimate

Item 4.

May 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	Fleet3A	Fleet 3 Advanced	5	\$14,416.92	\$0.00	\$14,416.92
Total				\$24,124.36	\$0.00	\$24,124.36

May 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
Annual Payment 5	102011	Axon AI Assistant	10	\$2,572.63	\$0.00	\$2,572.63
Annual Payment 5	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
Annual Payment 5	B00102	Axon Body Camera Starter Plan	10	\$7,134.80	\$0.00	\$7,134.80
Annual Payment 5	Fleet3A	Fleet 3 Advanced	5	\$14,416.93	\$0.00	\$14,416.93
Total				\$24,124.36	\$0.00	\$24,124.36

May 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
aDXRI000001PWXB	100159	Axon Fleet 3 - Services - ALPR API Integration	1	\$0.00	\$0.00	\$0.00
aDXRI000001PWXB	100673	Axon Evidence - ECOM License - Conversion Basic to Pro	2	\$0.00	\$0.00	\$0.00
aDXRI000001PWXB	102011	Axon AI Assistant	10	\$2,572.63	\$0.00	\$2,572.63
aDXRI000001PWXB	102531	PSO Virtual Training	1	\$0.00	\$0.00	\$0.00
aDXRI000001PWXB	73478	Axon Evidence - Redaction Assistant User License	10	\$0.00	\$0.00	\$0.00
aDXRI000001PWXB	B00102	Axon Body Camera Starter Plan	10	\$7,134.82	\$0.00	\$7,134.82
aDXRI000001PWXB	Fleet3A	Fleet 3 Advanced	5	\$14,416.91	\$0.00	\$14,416.91
Total				\$24,124.36	\$0.00	\$24,124.36

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of A goods or services.

Item 4.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Exceptions to Standard Terms and Conditions

Rewrite Estimates

Estimated Amounts and Contract Terminations. Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.





Public Works Department Monthly Report July 2026

Listed below is a summary of the activities of the Public Works Department for July

STREETS, PROPERTIES, AND STORM SEWER

- Installed new signage on Loves Rd as requested by the Police Chief
- Chipped brush from storms
- Trim overhanging branches/bushes for path
- Sprayed weeds along Somonauk Rd sidewalks
- Completed mowing of all Town properties, ditches, and open spaces
- Completed Police Dept. work order mowing
- Drag ball fields
- Repaired pickleball nets 3 times.
- Cleaned catch basins
- Remediate bees/wasps from skate park
- Trim weeds from guard rails on Somonauk Rd
- Marked cemetery for burial
- Swept Somonauk Rd downtown area.
- Remark pavement marking for Llanos Rd RR crossing
- Replace broken delineators at Llanos Rd RR crossing



- None

EQUIPMENT/VEHICLE MAINTENANCE AND REPAIRS

- Squad 20 – Oil Change
 - Squad 20 – Wipers
- Squad 21 – Oil Change
- Bobcat Mower Deck – New Blades

WATER AND WASTEWATER

GENERAL

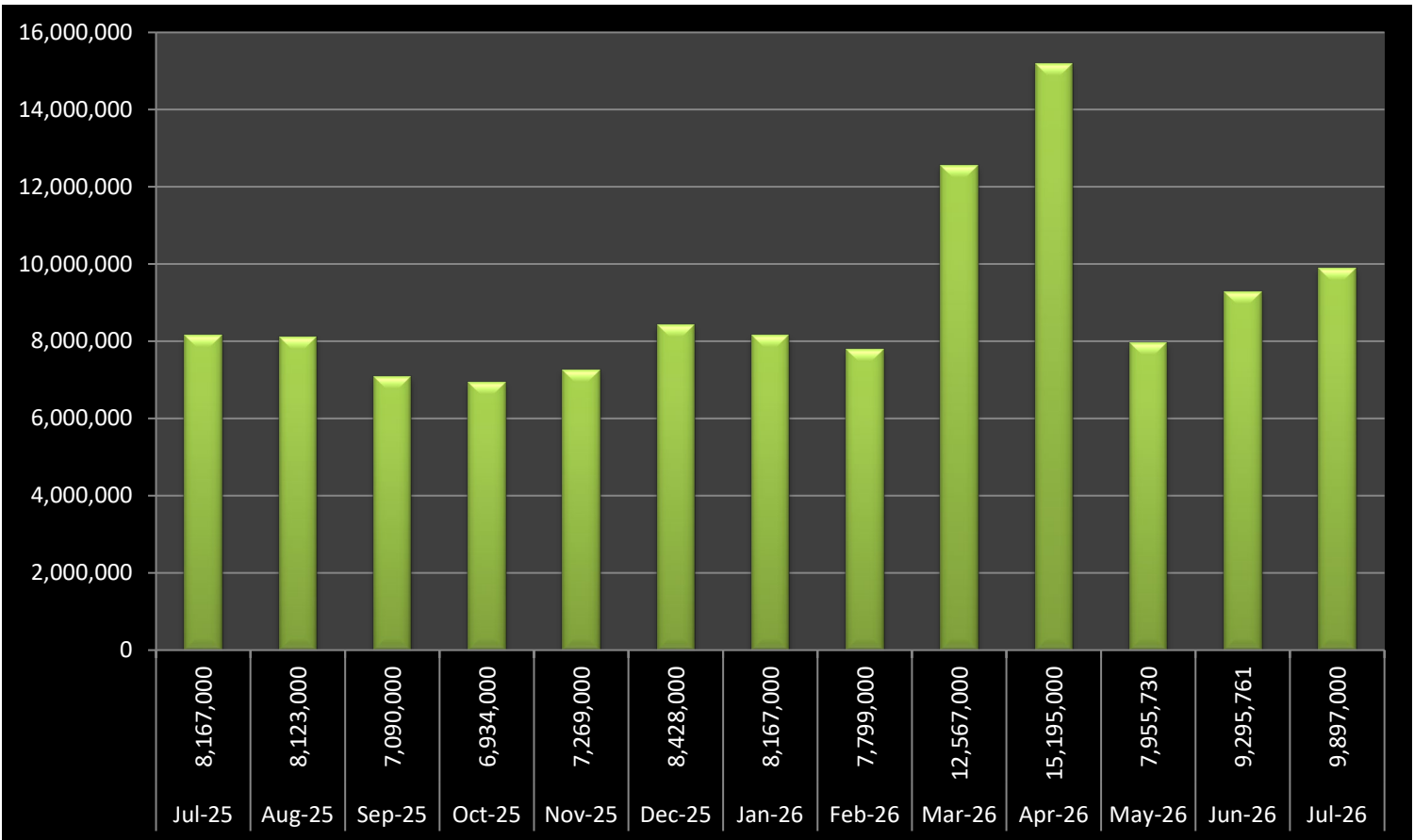
- Completed work orders for:

Shut-Off Service:	0
Turn On Service:	0
Final Read:	4
Courtesy Read:	0
Julie Locate Requests:	108
New Meters Installed:	3
Existing Meters Replaced with New Meters:	1
Other:	0
Final Inspections:	4
Total Work Orders:	22

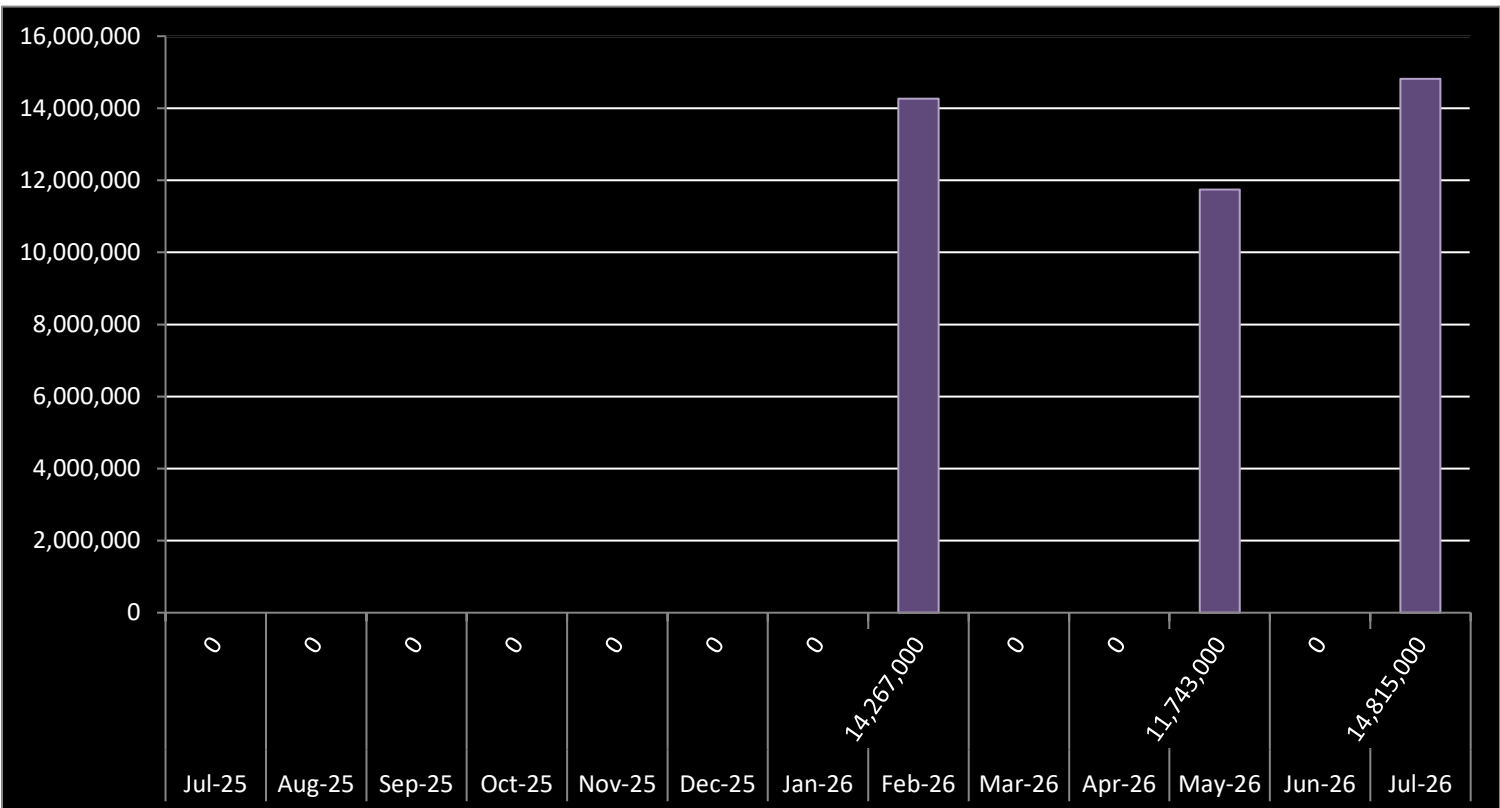
WASTEWATER

- Total raw wastewater flow into the plant (Influent) 9,897,000
- Total treated wastewater from the plant: (Effluent) 14,815,000
- Completed normal sewer main jetting
- Sampled process equipment for monthly compliance
- Worked in lagoons on airlines
- Completed maintenance on the blowers
- Cleaned wastewater manholes at STP
- Dismantled and cleaned disc filters

INFLUENT



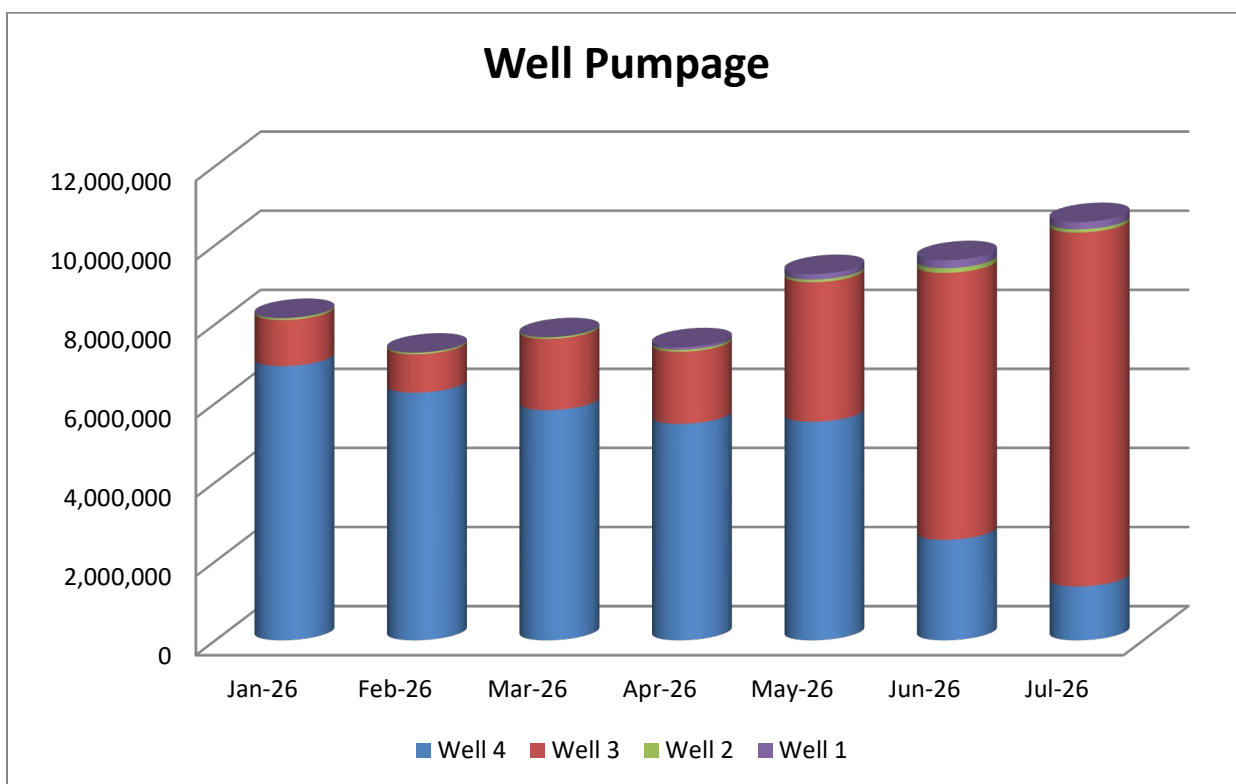
EFFLUENT



WATER

Item 5.

- Completed daily lab samples related to water quality. (pH, Fluoride, Chlorine, Hardness)
- Monthly chemical injection reports were completed and mailed to the IEPA.
- Read meters for utility billing
- Tested all Town owned RPZ's
- Repaired backwash valve at Well 2
- Replaced CL2 injector at Well 1
- Rebuild CL2 pump at Well 2
- Rebuild CL2 pump at Well 3
- Rebuild CL2 pump at Well 1



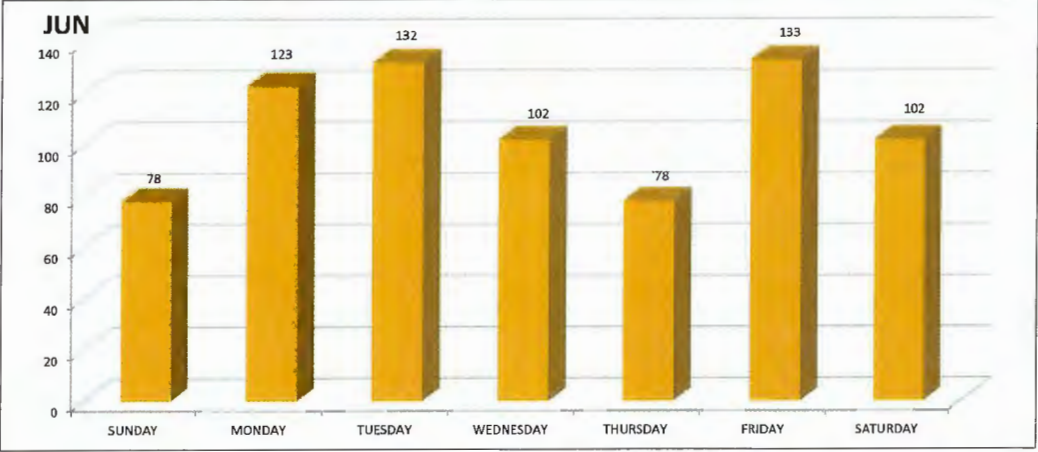
Well 1	183,200
Well 2	80,500
Well 3	8,953,000
Well 4	1,363,300

Total pumpage of treated water from wells for July: 10,580,000

CORTLAND POLICE DEPARTMENT 2026

SUMMARY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Group A Offenses (NIBRS)	4	9	12	10	8	6							49
Mental Health Calls (NIBRS)	2	1	4	1	3	1							12
Community Contacts	86	75	89	69	78	82							479
Drug Offenses	0	0	4	1	1	1							7
Alcohol Offenses	0	0	0	0	0	1							1
Juvenile Offenses	1	1	0	5	0	1							8
Municipal Code	0	0	7	8	35	3							53
Traffic Stops	47	35	61	36	55	20							254
Warnings	46	29	48	30	44	16							213
Tickets Issued	9	11	15	7	9	6							57
Accidents	5	2	1	3	2	3							16
Criminal Arrests	0	5	6	3	6	4							24
*Warrant Arrests (# also included in Criminal Arrests)	0	0	0	0	0	0							0
Calls For Service	127	108	126	139	136	103							739
CAD Events	881	803	928	784	1032	748							5,176
Case Reports	36	30	39	51	75	37							268
Parking Tickets	1	0	0	0	3	0							4
Total	1,245	1,109	1,340	1,147	1,487	1,032	0	0	0	0	0	0	7,360

SPECIAL SERVICES FOR JUN 2026	
ASSIST OTHER AGENCIES	13
ASSIST MOTORISTS	06
KEYS IN CAR	01
HOUSE/BUSINESS CHECK	89
EXTRA PATROL	218
FOOT PATROL	10
SCHOOL PATROL	12
STATIONARY PATROL	91
CONCENTRATED PATROL	72
COMMUNITY CONTACT	82

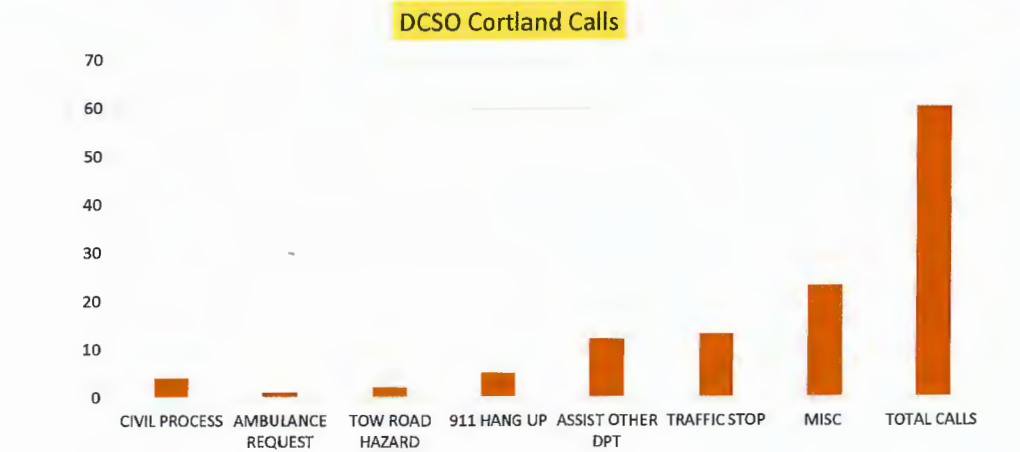


SQUAD CAR MILEAGE as of JUN 2026		
VEHICLE	YEAR	MILES
Ford Explorer	2021	43876
Ford Explorer	2017	128026
Ford Taurus	2018	77618
Ford Taurus	2019	50636
Chevy Tahoe	2020	68542
Ford Explorer	2025	22913

SQUAD CAR EXPENSES JUN 2026	
(01-6200-241)	
182.98 NAPA	

THRU JUN 2026							
SUMMARY	MISC P/T	HARRIS 974	RYDER 976	SAWYER 977	SCHAIBLE 978	HOPKINS 979	TOTAL
Case Reports	18	101	41	58	23	41	282
Community Contacts	6	100	62	91	10	200	469
Warnings	1	4	28	109	49	23	214
Tickets Issued	0	5	0	52	2	3	62
Accidents	0	2	5	6	1	3	17
Criminal Arrests	0	2	2	19	1	1	25
Total Calls	123	677	553	1713	953	1157	5176
Traffic Stops	0	4	22	138	51	38	253
Self Initiated	87	562	437	1538	800	1013	4437
Parking Tickets	0	0	1	0	0	0	1
Total	235	1457	1151	3724	1890	2479	10936

COUNTY CALLS AFTER HOURS							
CIVIL PROCESS	AMBULANCE REQUEST	TOW ROAD HAZARD	911 HANG UP	ASSIST OTHER DPT	TRAFFIC STOP	MISC	TOTAL CALLS
4	1	2	5	12	13	23	60



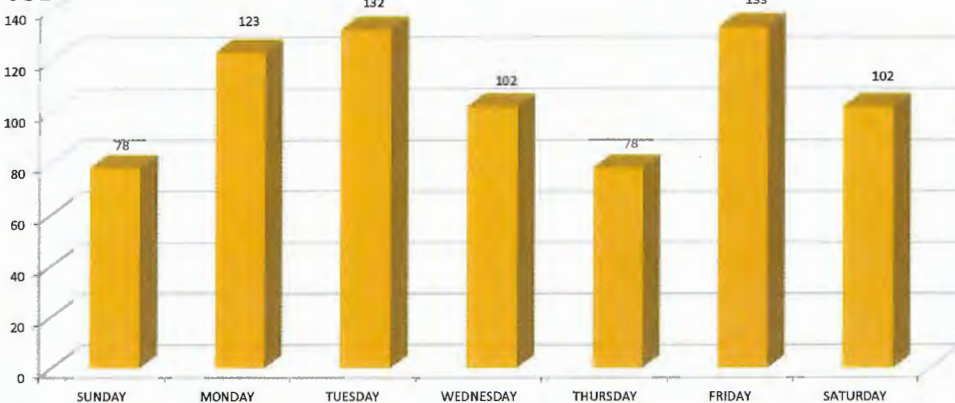
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SPECIAL SERVICES FOR JUL 2026

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ASSIST MOTORISTS	06
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JUL



SQUAD CAR MILEAGE as of JUL 2026

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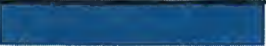
SQUAD CAR EXPENSES JUL 2026

(01-6200-241)

182.98 NAPA

THRU JUL 2026

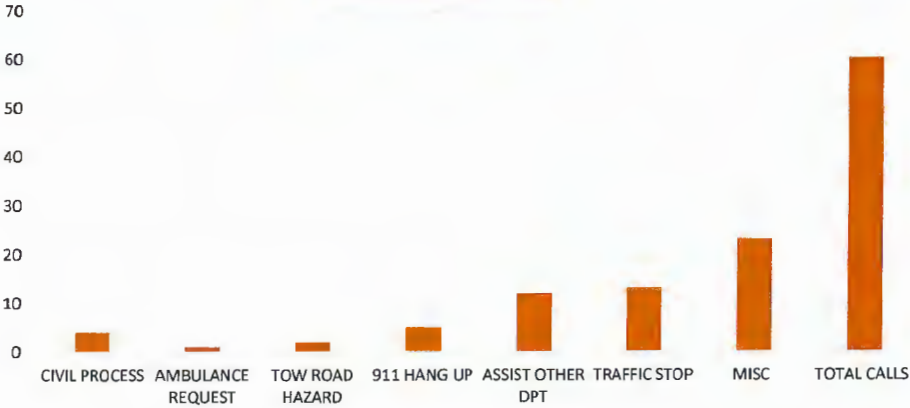
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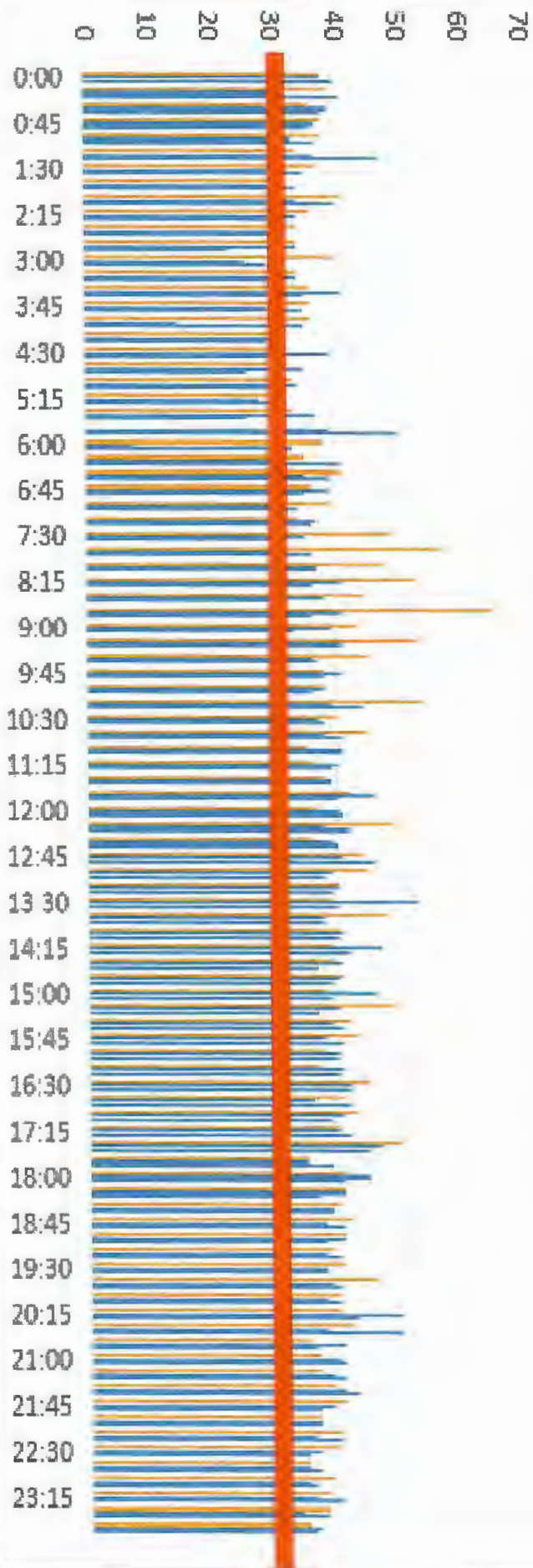
COUNTY CALLS AFTER HOURS

CIVIL PROCESS	AMBULANCE REQUEST	TOW ROAD HAZARD	911 HANG UP	ASSIST OTHER DPT	TRAFFIC STOP	MISC	TOTAL CALLS
4	1	2	5	12	13	23	60

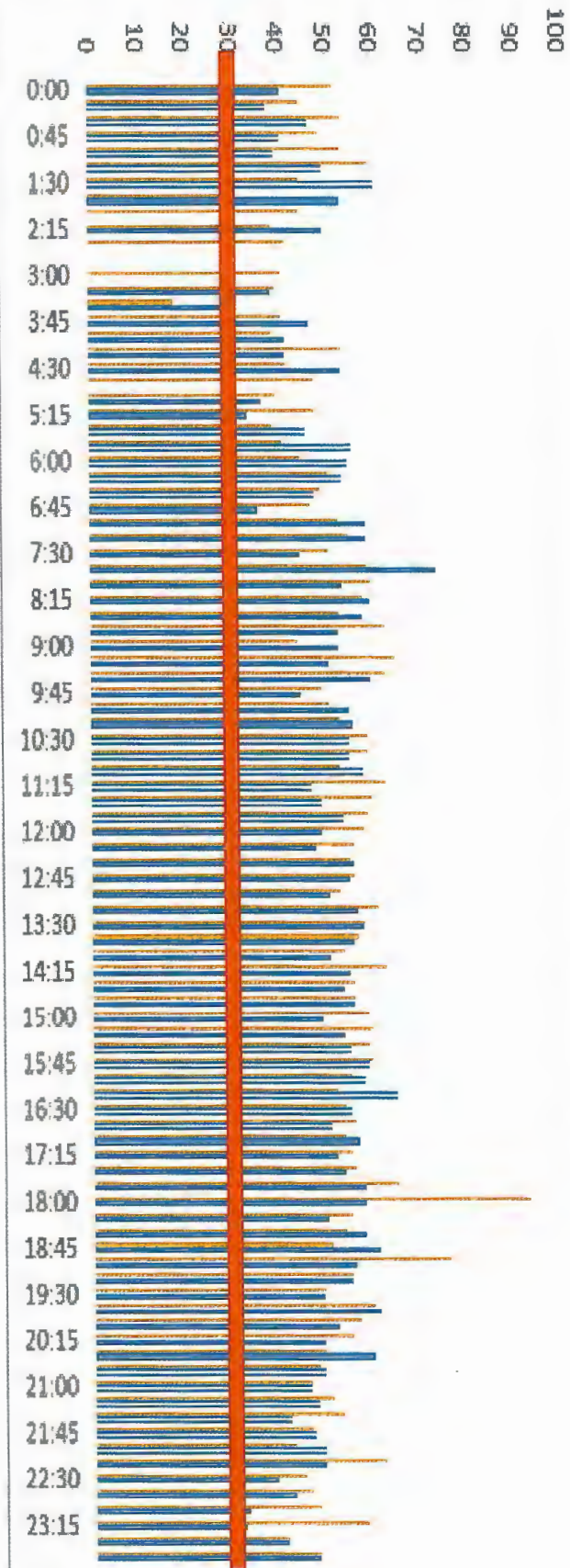
DCSO Cortland Calls



Northbound Somonauk at South **Speed Study** **July 4th weekend (July 4th-July 6th)**



Southbound Somonauk at Cortland Center
Speed Study
July 4th weekend (July 4th-July 6th)



2026 MONTHLY PERMITS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yearly Total
NEW CONSTRUCTION													
RESIDENTIAL		2	16	4		3	1						Item 5.
INDUSTRIAL/COMMERCIAL BLDG													0
REMODELING/RENOVATION													
ELECTRICAL/ELEC SERVICE UPGRADE	1				1								2
PLUMBING	1			2	2	2							7
HVAC						1							1
REMODEL/REPAIR/ALTERATION													0
REPLACEMENT DOORS			1										1
REPLACEMENT WINDOWS	1		2		2	2	1						8
ROOF		3	17	16	5	9	22						72
SIDING			3	1	1								5
ADDITION							1						1
DEMOLITION													
GARAGE			1										1
HOUSE													0
INDUSTRIAL/COMMERCIAL BLDG													0
OTHER													0
MISCELLANEOUS													
FIRE ALARM SYSTEM													0
FIRE SPRINKLER SYSTEM							10						10
IRRIGATION SYSTEM ELECTRICAL													0
WATER SERVICE						1	1						2
SITE GRADING						1							1
ALL OTHER IMPROVEMENTS													
DECK	1						2						3
DRIVEWAY/DRIVEWAY EXT				1	2		3						6
FENCE	3	1	4	6	15	4	5						38
FIREPLACE													0
GARAGE DETACHED					1								1
OUTDOOR FIREPLACE/PATIO WALL													0
PERGOLA/GAZEBO				1	1								2
PARK SHELTER													0
PARKING LOT REPAVEMENT/EXTENSION													0
POOL/HOT TUB							1						1
PORCH			1										1
RAMP													0
SHED				1		2	1						4
SIDEWALK													0
SIGN													0
SOLAR PANELS - RESIDENTIAL						1	2						3
SOLAR PANELS - COMMERCIAL													0
SOLAR PANELS BATTERY BACK UP SYSTEM							1						1
CONCRETE STEPS/STOOP				1									1
STORAGE BUILDING													0
UTILITY PERMIT	1		1	1									3
WATERPROOFING - BASEMENT						1							1
WHOLE HOUSE GENERATOR				1									1
TOTAL	8	6	46	35	30	27	51	0	0	0	0	0	203

The fiscal year ending April 30, 2026, proved to be another successful year at the library. We continued to provide many weekly programs for all ages including preschool story time, preschool playtime/music time, crochet for kids and adults, fine motor skills, STEAM club, young adult library lounge, book club, and movie club for adults. The library offered many one-time events, starting with our big Summer Reading kick-off party followed by a reptile show on the same day bringing in a total of 352 patrons. We also had a magic show, The Discovery Center, Smarty pants balloon show, Mad Science and we even hosted The Illinois Storm Chasers. The Library also makes it a point to participate in most of the other Town activities such as Summerfest, Touch-a-Truck and the Cortland Lions Egg hunt in which we provide crafts, activities and face painting. We love being able to be a part of providing these amazing programs to our community. To the best of our tracking abilities, we served approximately 5,056 people at our various programs. This includes our on-site and off-site programs. One of our smaller, but much appreciated services is the free Daily Chronicles we get for our patrons, we receive 10 a day and they are on a first come first serve basis. We also have many copies every week of the Midweek available.

We added a new product to our collection this year and we now have Tonies available for checkout. They are a new version of children's audiobooks that come loaded on a toy like character and play on a Tonie box. That have been a huge hit and our collection continues to grow as does the demand.

Our approved levy income for the 2026/2027 fiscal year is \$ 311,642. This is an increase of almost \$14,000 from last year. We also continued to receive our per capita grant from the state in the amount of \$6,487. We were fortunate enough to be named in an endowment fund established at the DeKalb County Community Foundations in which we receive an additional \$6,921 every year for programming. The library came in within budget with a carryover amount of \$145,000.

We did some renovations at the library this year and we installed new flooring throughout the front room of the building and we also installed some power poles to get rid of the cords running across the floors and updated some electrical issues. Our patrons and staff love the fresh look!

I had a board vacancy most of the year, but that seat has now been filled. We have a full staff, made up of 3 full time positions and various levels of part time positions. We have a great work team and I am impressed with everyone's love and dedication to the library.

Total fiscal year patron visits 32,973

Total circulation- 31,419 (physical material) + 4,890 (e material) = 36,309

Books-25,061

DVD's- 5,139

Audio Books & CD's- 715

Other-420

Magazines-84

ILL (Interlibrary loan) - loaned -6,420 borrowed -5,071

A total of 11,491 items transported through our blue bins for the year.