



Town of Cortland

Board of Trustees Town Board Meeting

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

February 26, 2024 at 7:00 PM

AGENDA

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

APPROVAL OF AGENDA

PUBLIC WISHING TO SPEAK

CONSENT AGENDA

1. Approve Town Board Minutes of January 22, 2024; Accept Treasurer's Reports and Approve Expenditures Reports of December 2023

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. Consideration of a Motion to Approve a Resolution Authorizing the Destruction of Audio Recordings of Closed Session Minutes (*This would approve the destruction of August 08, 2022, audio tape*)
3. Consideration of a Motion to Waive \$250.00 Deposit Fee for Cortland Community Park Shelter Reservation for National Multiple Sclerosis Society to be used as a Rest Stop for Fundraiser
4. Ratify Pitney Bowes Postage Machine Lease Agreement – (*Renewal of 5-year agreement*)
5. Ratify Catalis (f/k/a GovOffice) Website Management Agreement (*Renewal of 1-year agreement*)
6. Consideration of a Motion to Approve the Purchase of Safety Equipment for Town Hall Upgrades. (*Doorbell button access for front door, Door strike for handicap access door not to exceed \$5500*) Adding door operator and handicap button/pedestal for automatic door opening of wheelchair lift door; Estimated cost \$9680.
7. Consideration of a Motion for Approval of Preliminary Event Checklist for Cortland Lions Club Events: Craft & Vendor Fair, Easter Egg Hunt; Sock Hop/Car Show; Parade; Summer Fest; Touch a Truck and Trunk or Treat
8. Consideration of a Motion to Approve Preliminary Event Checklist for Cortland Library 40th Anniversary
9. Consideration of a Motion to Approve a Proposal from Wm. Olsen and Sons in the Amount of \$22,660.00 (*Sidewalk work for Pine Ave and Chestnut Ave*) to be taken from line item???
10. Consideration of a Motion to Authorize the Use of Grant Funds from DeKalb County Community Foundation Implementation Grant for the Loves Road Pedestrian Path Project in the amount of \$20,000 to be taken from line item???
11. Discussion Only – Trustee Doug Corson
An Ordinance Amending Title 8 of the Cortland Town Code.

PARKS ADVISORY COMMITTEE REPORT

DEPARTMENT HEAD REPORTS

[12.](#) Department Head Reports

COMMENTS

MAYOR'S REPORT

ADJOURNMENT



Town of Cortland

Board of Trustees Town Board Meeting

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

January 22, 2024, at 7:00 PM

MINUTES

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Mark Pietrowski called the regular meeting of the board of Trustees to order at 7:00 p.m. Deputy Clerk Kaity Siewierski called roll showing as present Trustees Doug Corson, Charmaine Fioretto, Randi Olson, Brad Stone, Mike Siewierski and Jim Walker. Also, present were Public Works Director Joel Summerhill, Engineer/Zoning Administrator Brandy Williams, Police Officer Robert Harris, and Attorney Kevin Buick.

APPROVAL OF AGENDA

Trustee Corson moved to approve the agenda, seconded by Trustee Siewierski. Voice vote carried the motion.

PUBLIC WISHING TO SPEAK

No public wishing to speak.

CONSENT AGENDA

1. A. Approval of Town Board Minutes of December 11, 2023, December 21, 2023, and January 8, 2024
- B. Approve Executive Session Minutes of September 11, 2023
- C. Approve Expenditure reports and Accept Treasurer reports of November 2023
- D. Approval of Cash Farm Lease between the Town of Cortland and Steve Swanson for a One Year Term; 144.08 Acres **A2024-01**

Deputy Clerk Kaity Siewierski read the consent agenda into the record. Approve Town Board Minutes of December 11, 2023, December 21, 2023, and January 8, 2024; Approve Executive Session Minutes of September 11, 2023; Approve Expenditure reports and Accept Treasurer reports of November 2023; Approval of Cash Farm Lease between the Town of Cortland and Steve Swanson for a One Year Term; 144.08 Acres. Trustee Stone moved to approve the consent agenda as presented, seconded by Trustee Siewierski. Roll call vote carries the motion.

Voting Yea: Trustees Corson, Fioretto, Olson, Stone Siewierski and Walker.

Voting Nay: None

Absent: None

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. Discussion Only – Request for Infrastructure Connections – Cortland Mobile Home Park

Ms. Williams asked the trustees if the town would be interested in connecting the mobile home park to town utilities (water/sewer). It was brought to Ms. Williams' attention that the new owner would be interested in starting the process to connect the mobile home park to town utilities.

Ms. Williams stated that the town does not allow mobile homes in the Town of Cortland.

After brief discussion, the consensus of the board was not to pursue connecting the mobile home park to town utilities (water/sewer).

3. Discussion Only – Pre-Annexation Agreement by and Between the Town of Cortland and TPE IL DE425, LLC. 44 acres, Parcel No. 09-27-400-005

Ms. Williams presented the trustees a potential pre-annexation agreement draft for a proposed solar farm on parcel 09-27-400-005. This parcel is owned by the county but is recommended that the nearest municipality take control. This parcel would be zoned AG with a special use permit for a solar farm. After brief discussion, the trustees would like to see more information on this topic.

4. Consideration of a motion to approve Ordinance No. 2024-XX Granting a Zoning Map Amendment for Property Located at E. North Ave, Cortland Illinois. *(This Ordinance, if passed, would grant a zoning map amendment to property located at E North Ave, parcel number 09-28-200-007 from R-1 Single Family Residence with a Special Use Permit to I-1 Light Industrial.)*

Trustee Stone made a motion to approve an Ordinance Granting a Zoning Map Amendment for Property Located at E. North Ave, Cortland Illinois, seconded by Trustee Corson. Roll call vote carried the motion.

ORD2024-01

Voting Yea: Trustees Corson, Fioretto, Olson, Stone, Siewierski and Walker.

Voting Nay: None

Absent: None

5. Discussion Only – Town Hall Entry Upgrades

Mayor Pietrowski stated there is a desire for updated security within Town Hall. Some changes need to be made. The trustees came to a consensus to do what is necessary to keep employees/staff safe.

PARKS ADVISORY COMMITTEE REPORT

No report made. Next Parks Advisory Committee meeting is February 13, 2024.

DEPARTMENT HEAD REPORTS

6. Public Works, Engineering/Zoning, Police, and Building Permit Reports

No reports made.

COMMENTS

Trustee Siewierski gave a job well done to Joel and Public Works for their hard work making sure roads were plowed and salted.

No other comments made.

MAYOR'S REPORT

7. Acknowledgement of Public Works & Cortland Police Department

Mayor Pietrowski acknowledged Public Works for their hard work keeping roads plowed and salted.

Mayor Pietrowski also acknowledged the Police Department for their hard work.

EXECUTIVE SESSION – Exception to Open Meeting Act 5 ILCS 120/2 (c) (6))

The setting of a price for sale or lease of property owned by the public body.

Trustee Corson moved to adjourn to executive session, Exception to Open Meeting Act 5 ILCS 120/2 (c) (6), The setting of a price for sale or lease of property owned by the public body, seconded by Trustee Walker. Roll call vote carried the motion. The trustees moved to executive session at 7:42 p.m.

Voting Yea: Trustees Corson, Fioretto, Olson, Stone, Siewierski and Walker.

Voting Nay: None.

Absent: None.

POSSIBLE ACTION RESULTING FROM EXECUTIVE SESSION

Trustee Corson made a motion to authorize staff to proceed with the sale of the East North Ave property in accordance with the selling price fixed in executive session, seconded by Trustee Stone. Roll call vote carried the motion.

Voting Yea: Trustees Corson, Fioretto, Olson, Stone, Siewierski and Walker.

Voting Nay: None.

Absent: None.

ADJOURNMENT

Trustee Stone moved to adjourn, seconded by Trustee Walker. Roll call vote carried the motion. Meeting Adjourned at 7:51 p.m.

Respectfully submitted,

Kaity Siewierski
Deputy Clerk

Town of Cortland

Cash Summaries

Month Ending:

December 31, 2023

	<u>General</u>	<u>MFT</u>	<u>CIF</u>	<u>Sewer</u>	<u>Water</u>	<u>Festival & Parade</u>	<u>RAF</u>	<u>TIF</u>	<u>Total</u>
Beginning Cash	\$ 837,909.71	\$ 759,763.84	\$ 1,234,319.02	\$ 2,497,319.25	\$ 1,267,537.40	\$ 0.00	\$ 1,614,511.78	\$ 1,080,697.55	\$ 9,292,058.55
Revenue over									
Expenses:	\$ (92,512.80)	\$ 21,825.86	\$ 39,909.01	\$ (4,620.33)	\$ (5,051.34)	\$ -	\$ (12,579.48)	\$ (104,621.12)	\$ (157,650.20)
Receivables									
Prev month	\$ 4,570.83	\$ (15,625.24)	\$ -	\$ 41,256.63	\$ 30,344.67	\$ -	\$ 346.69	\$ -	\$ 60,893.58
Current month	18,300.50	(15,625.24)	-	21,872.66	14,389.35	-	346.69	-	39,283.96
Change in receivables	\$ (13,729.67)	\$ -	\$ -	\$ 19,383.97	\$ 15,955.32	\$ -	\$ -	\$ -	\$ 21,609.62
Less: non-expense									
AJE for Audit		\$ -				\$ -	\$ -	\$ -	\$ -
Payables									
Prev month	\$ 52,069.92	\$ -	\$ 52,002.73	\$ 710,554.82	\$ 113,693.49	\$ -	\$ 935,098.33	\$ -	\$ 1,863,419.29
Current month	\$ 49,185.95	\$ -	\$ 52,002.73	\$ 710,554.82	\$ 113,693.49	\$ -	\$ 946,780.42	\$ -	\$ 1,872,217.41
Change in Payables	\$ (2,883.97)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,682.09	\$ -	\$ 8,798.12
Ending Cash	\$ 728,783.27	\$ 781,589.70	\$ 1,274,228.03	\$ 2,512,082.89	\$ 1,278,441.38	\$ 0.00	\$ 1,613,614.39	\$ 976,076.43	\$ 9,164,816.09
Per Cash									
Trial Balance:	\$ 728,783.27	\$ 781,589.70	\$ 1,274,228.03	\$ 2,512,082.89	\$ 1,278,441.38	\$ -	\$ 1,613,614.39	\$ 976,076.43	\$ 9,164,816.09

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROPERTY TAX</u>					
01-4051 PROPERTY TAX REVENUE	.00	.00	606,000.00	606,000.00	.0
01-4052 RE TAX - CORPORATE LEVY	.00	499,402.86	.00	(499,402.86)	.0
01-4055 PROPERTY TAX-POLICE	.00	149,496.80	150,000.00	503.20	99.7
01-4058 RE TAX - IMRF LEVY	.00	54,828.52	.00	(54,828.52)	.0
01-4059 RE TAX - SOC SEC LEVY	.00	51,828.95	.00	(51,828.95)	.0
TOTAL PROPERTY TAX	.00	755,557.13	756,000.00	442.87	99.9
<u>FINES & FORFEITURES</u>					
01-4062 COURT FINES	506.00	7,192.11	6,000.00	(1,192.11)	119.9
01-4063 ADJUDICATION REVENUE	.00	.00	2,500.00	2,500.00	.0
TOTAL FINES & FORFEITURES	506.00	7,192.11	8,500.00	1,307.89	84.6
<u>ROAD & BRIDGE TAX</u>					
01-4071 ROAD & BRIDGE TAX REV	.00	17,186.46	18,600.00	1,413.54	92.4
TOTAL ROAD & BRIDGE TAX	.00	17,186.46	18,600.00	1,413.54	92.4
<u>BUILDING & ZONING PERMITS</u>					
01-4081 BUILDING & ZONING PERMITS	75.00	1,025.00	40,000.00	38,975.00	2.6
01-4082 ZONING PERMITS	400.00	3,100.00	.00	(3,100.00)	.0
01-4083 BUILDING PERMITS	8,250.00	42,521.61	.00	(42,521.61)	.0
01-4084 SITE GRADING PLAN REVIEW	600.00	3,100.00	.00	(3,100.00)	.0
TOTAL BUILDING & ZONING PERMITS	9,325.00	49,746.61	40,000.00	(9,746.61)	124.4
<u>INCOME TAX REVENUE</u>					
01-4101 STATE INCOME TAX REVENUE	40,334.57	472,246.82	726,000.00	253,753.18	65.1
TOTAL INCOME TAX REVENUE	40,334.57	472,246.82	726,000.00	253,753.18	65.1
<u>SALES TAX</u>					
01-4122 SALES TAX	35,375.41	192,688.93	385,000.00	192,311.07	50.1
01-4123 LOCAL USE TAX	14,822.17	89,943.04	180,000.00	90,056.96	50.0
TOTAL SALES TAX	50,197.58	282,631.97	565,000.00	282,368.03	50.0

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REPLACEMENT TAX - STATE</u>					
01-4141 REPLACEMENT TAX - STATE	164.10	2,222.70	3,900.00	1,677.30	57.0
01-4142 VIDEO GAMING TAX - STATE	2,048.19	10,533.28	15,000.00	4,466.72	70.2
01-4143 CANNABIS USE TAX - STATE	538.24	3,292.28	6,500.00	3,207.72	50.7
TOTAL REPLACEMENT TAX - STATE	2,750.53	16,048.26	25,400.00	9,351.74	63.2
<u>OTHER PERMITS</u>					
01-4151 OTHER PERMITS	.00	375.00	1,000.00	625.00	37.5
01-4155 NON-HIGHWAY VEHICLES PERMIT	.00	400.00	1,000.00	600.00	40.0
01-4156 SOLICITORS PERMIT	.00	350.00	.00	(350.00)	.0
TOTAL OTHER PERMITS	.00	1,125.00	2,000.00	875.00	56.3
<u>DONATIONS</u>					
01-4166 CEMETERY RECEIPTS	100.00	200.00	500.00	300.00	40.0
TOTAL DONATIONS	100.00	200.00	500.00	300.00	40.0
<u>FRANCHISE FEES</u>					
01-4181 FRANCHISE FEES	.00	10,869.16	25,000.00	14,130.84	43.5
TOTAL FRANCHISE FEES	.00	10,869.16	25,000.00	14,130.84	43.5
<u>SIMPLIFIED TELECOM TAX (IMF)</u>					
01-4201 SIMPLIFIED TELECOMM TAX (IMF)	498.55	3,950.93	6,750.00	2,799.07	58.5
TOTAL SIMPLIFIED TELECOM TAX (IMF)	498.55	3,950.93	6,750.00	2,799.07	58.5
<u>REIMBURSEMENTS</u>					
01-4901 REIMBURSEMENTS	.00	.00	150,000.00	150,000.00	.0
01-4909 REIMBURSEMENTS - OTHER	51.04	676.04	.00	(676.04)	.0
TOTAL REIMBURSEMENTS	51.04	676.04	150,000.00	149,323.96	.5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
01-4990 MISC REV PD REPORTS	.00	100.00	100.00	.00	100.0
01-4991 MISC REVENUE	62.00	513.75	3,000.00	2,486.25	17.1
01-4996 BUSINESS LICENSES	250.00	1,000.00	1,250.00	250.00	80.0
TOTAL MISCELLANEOUS REVENUE	312.00	1,613.75	4,350.00	2,736.25	37.1
<u>INTEREST ON INVESTMENT</u>					
01-8011 INTEREST ON INVESTMENT	3,041.20	25,980.04	35,000.00	9,019.96	74.2
TOTAL INTEREST ON INVESTMENT	3,041.20	25,980.04	35,000.00	9,019.96	74.2
<u>TRANSFERS FROM OTHER FUNDS</u>					
01-8101 TRANSFERS FROM OTHER FUNDS	.00	.00	(51,128.00)	(51,128.00)	.0
TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	(51,128.00)	(51,128.00)	.0
TOTAL FUND REVENUE	107,116.47	1,645,024.28	2,311,972.00	666,947.72	71.2

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
01-6000-110 SALARIES - ELECTED OFFICIALS	9,233.14	77,711.90	119,100.00	41,388.10	65.3
01-6000-119 SALARIES - CLERICAL WORKERS	7,188.61	60,696.45	95,000.00	34,303.55	63.9
01-6000-131 EMPLOYEE HEALTH INSURANCE	5,334.37	40,405.07	31,000.00	(9,405.07)	130.3
01-6000-133 IMRF CONTRIBUTION	1,128.18	9,551.26	14,900.00	5,348.74	64.1
01-6000-193 PAYROLL TAXES	1,253.70	10,607.39	16,400.00	5,792.61	64.7
01-6000-211 LEGAL EXPENSE	1,616.11	15,620.61	60,000.00	44,379.39	26.0
01-6000-214 AUDIT & ACCOUNTING FEES	11,655.18	73,739.51	121,000.00	47,260.49	60.9
01-6000-311 OFFICE EXPENSE	.00	367.90	.00	(367.90)	.0
01-6000-312 OFFICE SUPPLIES	620.24	2,033.20	5,000.00	2,966.80	40.7
01-6000-313 POSTAGE	445.00	938.18	2,800.00	1,861.82	33.5
01-6000-314 TELEPHONE	511.17	12,163.34	23,000.00	10,836.66	52.9
01-6000-315 COPIES & PRINTING	.00	31.25	2,000.00	1,968.75	1.6
01-6000-318 ADVERTISING	.00	1,165.59	1,500.00	334.41	77.7
01-6000-321 DUES & SUBSCRIPTIONS	697.25	8,406.61	16,000.00	7,593.39	52.5
01-6000-331 TRAVEL & TRAINING	(28.10)	6,861.37	7,000.00	138.63	98.0
01-6000-351 OFFICE EQUIP & MAINT	4,619.21	27,518.44	16,000.00	(11,518.44)	172.0
01-6000-421 COMMUNITY PROGRAMS	.00	20,000.00	.00	(20,000.00)	.0
01-6000-511 INSURANCE EXPENSE	498.00	21,147.00	13,500.00	(7,647.00)	156.6
01-6000-531 REAL ESTATE TAXES	.00	1,539.41	12,826.00	11,286.59	12.0
01-6000-591 MISC EXPENSE	35.00	1,190.39	1,600.00	409.61	74.4
01-6000-812 CAP OUTLAY: EQUIP & FURN	.00	13,590.00	(29,000.00)	(42,590.00)	46.9
01-6000-908 TRANSFER TO OTHER FUNDS	.00	(10.30)	20,000.00	20,010.30	(.1)
TOTAL ADMINISTRATION	44,807.06	405,274.57	549,626.00	144,351.43	73.7

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
01-6100-118 SALARIES - MAINT WORKERS	15,481.57	134,206.48	194,000.00	59,793.52	69.2
01-6100-131 EMPLOYEE HEALTH INSURANCE	1,840.84	20,332.00	41,000.00	20,668.00	49.6
01-6100-133 IMRF CONTRIBUTION	1,356.18	11,398.05	17,100.00	5,701.95	66.7
01-6100-151 UNEMPLOYMENT BENEFITS	.00	3,330.00	.00	(3,330.00)	.0
01-6100-193 PAYROLL TAXES	1,184.34	10,328.37	14,850.00	4,521.63	69.6
01-6100-197 DRUG/ALCOHOL PROGRAMS	.00	594.00	800.00	206.00	74.3
01-6100-198 UNIFORMS	120.00	460.00	1,600.00	1,140.00	28.8
01-6100-218 MAINTENANCE - STREET LIGHTS	512.80	7,218.41	5,000.00	(2,218.41)	144.4
01-6100-219 ELECTRIC - STREET LIGHTS	2,858.36	21,919.92	36,500.00	14,580.08	60.1
01-6100-220 ROAD SALT	35,201.45	35,201.45	30,000.00	(5,201.45)	117.3
01-6100-221 ROAD SIGNS	1,144.45	8,872.50	5,000.00	(3,872.50)	177.5
01-6100-222 RAILROAD CROSSING MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-6100-224 STREET REPAIR MATERIALS	1,109.51	5,250.15	24,000.00	18,749.85	21.9
01-6100-226 TOOLS AND HARDWARE	69.27	1,944.75	3,000.00	1,055.25	64.8
01-6100-227 SMALL EQUIPMENT PURCHASES	.00	8,586.99	10,000.00	1,413.01	85.9
01-6100-232 MAINTENANCE TOWN GARAGE	108.82	1,855.72	2,000.00	144.28	92.8
01-6100-235 PARKS - EQUIPMENT MAINTENANCE	842.70	9,928.51	12,000.00	2,071.49	82.7
01-6100-236 PARKS - GENERAL MAINTENANCE	.00	204.93	.00	(204.93)	.0
01-6100-239 NUISANCE MOWING	.00	.00	1,000.00	1,000.00	.0
01-6100-241 VEHICLE & EQUIPMENT MAINT.	1,084.28	40,307.19	25,000.00	(15,307.19)	161.2
01-6100-242 TOWN HALL MAINTENANCE	670.51	3,241.05	6,000.00	2,758.95	54.0
01-6100-245 EQUIPMENT RENTAL	.00	2,005.00	20,000.00	17,995.00	10.0
01-6100-255 STORM SEWER REPAIRS	.00	4,830.19	7,000.00	2,169.81	69.0
01-6100-258 FORESTRY	.00	39.98	8,000.00	7,960.02	.5
01-6100-312 OFFICE SUPPLIES	.00	156.03	1,000.00	843.97	15.6
01-6100-314 TELEPHONE	315.62	2,586.95	6,000.00	3,413.05	43.1
01-6100-316 UTILITIES	1,418.61	4,107.16	8,125.00	4,017.84	50.6
01-6100-331 TRAVEL AND TRAINING	.00	1,147.04	2,000.00	852.96	57.4
01-6100-351 OFFICE EQUIP & MAINT	557.25	1,348.21	2,000.00	651.79	67.4
01-6100-371 FUEL	2,276.27	12,892.26	25,000.00	12,107.74	51.6
01-6100-492 IPRF SAFETY GRANT	504.01	504.01	.00	(504.01)	.0
01-6100-511 INSURANCE EXPENSE	6,473.00	42,832.00	31,500.00	(11,332.00)	136.0
01-6100-522 FEES/PERMITS	.00	.00	2,000.00	2,000.00	.0
01-6100-525 TECHNOLOGY UPGRADES	.00	.00	500.00	500.00	.0
01-6100-591 MISC EXPENSE	.00	.00	500.00	500.00	.0
01-6100-592 CEMETERY EXPENSE	.00	.00	2,000.00	2,000.00	.0
01-6100-611 PRINCIPAL PAYMENTS	.00	20,452.53	41,142.00	20,689.47	49.7
01-6100-621 INTEREST EXPENSE	.00	5,111.37	9,986.00	4,874.63	51.2
01-6100-811 CAP OUTLAY: CONSTRUCT	.00	.00	15,000.00	15,000.00	.0
01-6100-812 CAP OUTLAY: EQUIP & FURN	.00	33,840.00	120,000.00	86,160.00	28.2
TOTAL PUBLIC WORKS	75,129.84	457,033.20	731,603.00	274,569.80	62.5

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
01-6200-114 SALARIES - REGULAR	38,078.67	314,368.69	451,000.00	136,631.31	69.7
01-6200-115 SALARIES - SPECIAL ASSIGNMENT	1,336.26	16,432.47	20,000.00	3,567.53	82.2
01-6200-116 SALARIES - OVERTIME	420.71	4,207.12	8,000.00	3,792.88	52.6
01-6200-119 SALARIES - CLERICAL	1,446.48	11,489.66	19,500.00	8,010.34	58.9
01-6200-131 EMPLOYEE HEALTH INS	5,952.12	49,406.24	90,075.00	40,668.76	54.9
01-6200-133 IMRF CONTRIBUTION	3,408.38	28,217.14	42,000.00	13,782.86	67.2
01-6200-193 PAYROLL TAXES	3,003.26	25,269.15	38,100.00	12,830.85	66.3
01-6200-198 UNIFORMS	524.89	2,685.86	4,000.00	1,314.14	67.2
01-6200-199 UNIFORM ALLOWANCE	923.99	3,626.12	7,500.00	3,873.88	48.4
01-6200-211 LEGAL EXPENSE	393.75	568.75	1,000.00	431.25	56.9
01-6200-212 ADJUDICATION	296.56	1,696.56	5,000.00	3,303.44	33.9
01-6200-240 EQUIPMENT PURCHASES & MAINT	.00	1,920.47	14,500.00	12,579.53	13.2
01-6200-241 VEHICLE MAINTENANCE	199.01	7,173.38	13,500.00	6,326.62	53.1
01-6200-242 M&O: OFFICE	354.80	2,639.30	500.00	(2,139.30)	527.9
01-6200-261 TELECOMMUNICATIONS SERVICE	.00	65,260.00	66,000.00	740.00	98.9
01-6200-312 OFFICE SUPPLIES	99.55	622.95	.00	(622.95)	.0
01-6200-313 POSTAGE	62.91	109.62	150.00	40.38	73.1
01-6200-314 TELEPHONE	856.41	8,198.45	15,500.00	7,301.55	52.9
01-6200-315 COPIES & PRINTING	73.47	986.95	1,000.00	13.05	98.7
01-6200-316 UTILITIES	157.41	557.14	2,850.00	2,292.86	19.6
01-6200-317 BUSINESS FORMS EXPENSE	.00	559.80	2,500.00	1,940.20	22.4
01-6200-321 DUES & SUBSCRIPTIONS	2,128.10	17,420.34	25,000.00	7,579.66	69.7
01-6200-331 TRAVEL & TRAINING	.00	4,484.79	8,500.00	4,015.21	52.8
01-6200-351 OFFICE EQUIP & MAINT	21.24	317.16	4,000.00	3,682.84	7.9
01-6200-361 DUI PREVENTION EQUIP	.00	.00	3,000.00	3,000.00	.0
01-6200-371 GAS & PETROLEUM	2,341.84	11,412.23	18,000.00	6,587.77	63.4
01-6200-421 COMMUNITY PROGRAMS	.00	606.16	1,000.00	393.84	60.6
01-6200-511 INSURANCE EXP	3,168.00	38,505.00	25,500.00	(13,005.00)	151.0
01-6200-550 TECHNOLOGY UPGRADES	.00	343.50	5,000.00	4,656.50	6.9
01-6200-591 MISC EXPENSE	.00	334.06	3,000.00	2,665.94	11.1
01-6200-812 CAP OUTLAY: EQUIP/FURN	.00	8,246.00	8,300.00	54.00	99.4
TOTAL POLICE DEPARTMENT	65,247.81	627,665.06	903,975.00	276,309.94	69.4

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ENGINEERING & ZONING</u>					
01-6300-118 SALARIES - CODE OFFICIAL	2,280.20	20,393.74	35,000.00	14,606.26	58.3
01-6300-119 ENGINEERING INTERN	.00	.00	12,000.00	12,000.00	.0
01-6300-120 SALARIES - ENGINEER	8,976.84	76,237.78	116,700.00	40,462.22	65.3
01-6300-131 EMPLOYEE HEALTH/LIFE	15.42	131.07	204.00	72.93	64.3
01-6300-133 EMPLOYER IMRF	786.38	6,678.50	10,300.00	3,621.50	64.8
01-6300-193 PAYROLL TAXES	861.15	7,392.25	9,850.00	2,457.75	75.1
01-6300-211 ENGINEERING: NON-REIMBURSABLE	.00	3,237.50	150,000.00	146,762.50	2.2
01-6300-213 PLANNING/ZONING/BUILDING	.00	.00	1,500.00	1,500.00	.0
01-6300-215 ZONING ADM: REIMBURSABLE	.00	1,400.00	.00	(1,400.00)	.0
01-6300-216 ZONING ADMINISTRATION FEES	.00	11,000.00	.00	(11,000.00)	.0
01-6300-241 VEHICLE & EQUIPMENT MAINT.	120.53	208.82	3,000.00	2,791.18	7.0
01-6300-312 OFFICE SUPPLIES	45.80	281.41	3,000.00	2,718.59	9.4
01-6300-313 POSTAGE	.00	.00	100.00	100.00	.0
01-6300-314 TELEPHONE	185.28	1,462.71	2,160.00	697.29	67.7
01-6300-315 COPIES & PRINTING	.00	843.50	500.00	(343.50)	168.7
01-6300-321 DUES & SUBSCRIPTIONS	.00	829.35	1,000.00	170.65	82.9
01-6300-331 CONFERENCE AND TRAINING	.00	2,899.10	5,000.00	2,100.90	58.0
01-6300-351 OFFICE EXPENSE	444.82	1,822.90	5,000.00	3,177.10	36.5
01-6300-371 GASOLINE	493.14	1,930.77	2,500.00	569.23	77.2
01-6300-511 INSURANCE EXP	200.00	591.00	800.00	209.00	73.9
TOTAL ENGINEERING & ZONING	14,409.56	137,340.40	358,614.00	221,273.60	38.3
<u>CEMETERY</u>					
01-6700-321 CEMETERY EXPENSES	35.00	35.00	.00	(35.00)	.0
TOTAL CEMETERY	35.00	35.00	.00	(35.00)	.0
TOTAL FUND EXPENDITURES	199,629.27	1,627,348.23	2,543,818.00	916,469.77	64.0
NET REVENUE OVER EXPENDITURES	(92,512.80)	17,676.05	(231,846.00)	(249,522.05)	7.6

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

MOTOR FUEL TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOTOR FUEL TAX REVENUES</u>					
02-4011 MFT APPROPRIATION	18,238.95	99,877.77	177,000.00	77,122.23	56.4
TOTAL MOTOR FUEL TAX REVENUES	18,238.95	99,877.77	177,000.00	77,122.23	56.4
<u>INTEREST ON INVESTMENT</u>					
02-8011 INTEREST ON INVESTMENT	3,586.91	26,106.74	12,000.00	(14,106.74)	217.6
TOTAL INTEREST ON INVESTMENT	3,586.91	26,106.74	12,000.00	(14,106.74)	217.6
TOTAL FUND REVENUE	21,825.86	125,984.51	189,000.00	63,015.49	66.7

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MOTOR FUEL EXPENSES</u>					
02-6400-237	REBUILD ILLINOIS EXPENSES	.00	738.00	55,000.00	54,262.00	1.3
02-6400-370	GENERAL MAINTENANCE	.00	51,705.78	200,000.00	148,294.22	25.9
	TOTAL MOTOR FUEL EXPENSES	.00	52,443.78	255,000.00	202,556.22	20.6
	TOTAL FUND EXPENDITURES	.00	52,443.78	255,000.00	202,556.22	20.6
	NET REVENUE OVER EXPENDITURES	21,825.86	73,540.73	(66,000.00)	(139,540.73)	111.4

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ELECTRICITY</u>					
03-4011	UTILITY TAX - ELECTRICITY	5,912.73	54,899.54	95,000.00	40,100.46	57.8
	TOTAL ELECTRICITY	5,912.73	54,899.54	95,000.00	40,100.46	57.8
	<u>GAS</u>					
03-4021	UTILITY TAX - GAS	4,749.45	24,110.95	70,000.00	45,889.05	34.4
	TOTAL GAS	4,749.45	24,110.95	70,000.00	45,889.05	34.4
	<u>TELEPHONE</u>					
03-4031	SIMPLIFIED TELECOMM TAX (UT)	1,757.34	13,905.09	20,000.00	6,094.91	69.5
	TOTAL TELEPHONE	1,757.34	13,905.09	20,000.00	6,094.91	69.5
	<u>SALES TAX</u>					
03-4041	NON HOME RULE SALES TAX	22,227.19	128,630.66	225,000.00	96,369.34	57.2
	TOTAL SALES TAX	22,227.19	128,630.66	225,000.00	96,369.34	57.2
	<u>MISCELLANEOUS REVENUE</u>					
03-4991	MISCELLANEOUS INCOME	.00 (250.00)		.00	250.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00 (250.00)		.00	250.00	.0
	<u>INTEREST ON INVESTMENTS</u>					
03-8011	INTEREST ON INVESTMENTS	5,669.50	39,450.76	15,000.00 (24,450.76)		263.0
	TOTAL INTEREST ON INVESTMENTS	5,669.50	39,450.76	15,000.00 (24,450.76)		263.0
	<u>FUNDS FOR GRADE CROSSINGS</u>					
03-8301	GRANT FUNDS	.00	130,339.52	935,000.00	804,660.48	13.9
03-8302	DEKALB CTY COMMUNITY FDN GRANT	.00	19,200.00	.00 (19,200.00)		.0
	TOTAL FUNDS FOR GRADE CROSSINGS	.00	149,539.52	935,000.00	785,460.48	16.0
	TOTAL FUND REVENUE	40,316.21	410,286.52	1,360,000.00	949,713.48	30.2

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL IMPR EXPENSES</u>					
03-6500-421 COMMUNITY PROGRAMS	.00	.00	15,000.00	15,000.00	.0
03-6500-522 NPDES PERMIT FEE	.00	1,000.00	.00	(1,000.00)	.0
03-6500-726 DONATIONS- COMMUNITY AGENCIES	.00	2,000.00	5,000.00	3,000.00	40.0
03-6500-820 CHESTNUT PARKING LOT	.00	4,170.00	.00	(4,170.00)	.0
03-6500-824 STREET IMPROVEMENT	.00	.00	800,000.00	800,000.00	.0
03-6500-837 EMERGENCY PREPAREDNESS	.00	3,068.52	.00	(3,068.52)	.0
03-6500-840 HOLIDAY DECORATIONS	407.20	13,493.48	15,000.00	1,506.52	90.0
03-6500-842 SIDEWALKS, NEW CONSTRUCTION	.00	2,208.00	50,000.00	47,792.00	4.4
03-6500-846 SPLASH PAD	.00	134,266.27	135,000.00	733.73	99.5
03-6500-857 DEKALB CTY COMMUNITY GRANT EXP	.00	19,508.74	.00	(19,508.74)	.0
03-6500-910 TRANSFERS TO OTHER FUNDS	.00	13,327.32	26,655.00	13,327.68	50.0
03-6500-912 LOAN PAYMENTS	.00	.00	51,128.00	51,128.00	.0
03-6500-913 CAPITAL PURCHASE TRANSFERS	.00	.00	172,300.00	172,300.00	.0
TOTAL CAPITAL IMPR EXPENSES	407.20	193,042.33	1,270,083.00	1,077,040.67	15.2
TOTAL FUND EXPENDITURES	407.20	193,042.33	1,270,083.00	1,077,040.67	15.2
NET REVENUE OVER EXPENDITURES	39,909.01	217,244.19	89,917.00	(127,327.19)	241.6

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

SEWER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
06-4010	CONNECTION FEES	1,000.00	16,000.00	10,000.00	(6,000.00)	160.0
06-4011	SERVICE FEES	278.39	282,126.85	552,000.00	269,873.15	51.1
	TOTAL SERVICE FEES	1,278.39	298,126.85	562,000.00	263,873.15	53.1
	<u>LATE CHARGES</u>					
06-4021	LATE CHARGES	(100.00)	21,148.10	28,000.00	6,851.90	75.5
	TOTAL LATE CHARGES	(100.00)	21,148.10	28,000.00	6,851.90	75.5
	<u>BAD CHECK CHARGES</u>					
06-4041	BAD CHECK CHARGES	(10.00)	(49.99)	25.00	74.99	(200.0)
	TOTAL BAD CHECK CHARGES	(10.00)	(49.99)	25.00	74.99	(200.0)
	<u>PERMITS</u>					
06-4051	PERMITS	21,000.00	77,000.00	35,000.00	(42,000.00)	220.0
	TOTAL PERMITS	21,000.00	77,000.00	35,000.00	(42,000.00)	220.0
	<u>MISCELLANEOUS REVENUE</u>					
06-4991	MISC REVENUE	420.00	420.00	.00	(420.00)	.0
	TOTAL MISCELLANEOUS REVENUE	420.00	420.00	.00	(420.00)	.0
	<u>INTEREST ON INVESTMENT</u>					
06-8011	INTEREST ON INVESTMENT	11,667.52	83,807.26	50,000.00	(33,807.26)	167.6
	TOTAL INTEREST ON INVESTMENT	11,667.52	83,807.26	50,000.00	(33,807.26)	167.6
	<u>LEASE INCOME</u>					
06-8801	LEASE INCOME	.00	.00	10,725.00	10,725.00	.0
	TOTAL LEASE INCOME	.00	.00	10,725.00	10,725.00	.0
	TOTAL FUND REVENUE	34,255.91	480,452.22	685,750.00	205,297.78	70.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

SEWER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER SYSTEM EXPENSES</u>					
06-7300-118 SALARIES: MAINT WORKERS	6,207.43	54,161.93	97,500.00	43,338.07	55.6
06-7300-131 EMPLOYEE HEALTH INSURANCE	857.14	7,285.69	18,000.00	10,714.31	40.5
06-7300-133 IMRF CONTRIBUTION	543.76	4,744.56	8,650.00	3,905.44	54.9
06-7300-193 PAYROLL TAXES	474.90	4,143.49	7,200.00	3,056.51	57.6
06-7300-198 UNIFORMS	.00	150.00	1,000.00	850.00	15.0
06-7300-211 LEGAL/COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
06-7300-212 ENGINEERING EXPENSE	.00	.00	2,500.00	2,500.00	.0
06-7300-213 OTHER CONSULTING FEES	1,337.45	9,691.73	16,000.00	6,308.27	60.6
06-7300-214 AUDIT FEES	1,125.60	4,275.60	4,000.00	(275.60)	106.9
06-7300-218 EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
06-7300-221 UTILITIES	9,819.64	50,025.98	110,000.00	59,974.02	45.5
06-7300-241 M&O: VEH & EQUIP	256.40	1,895.13	3,000.00	1,104.87	63.2
06-7300-243 M&O: SEWER PLANT	15,573.03	36,622.02	40,000.00	3,377.98	91.6
06-7300-311 OFFICE EXPENSE	1,146.69	4,275.83	6,500.00	2,224.17	65.8
06-7300-312 ANNUAL PERMIT FEES	.00	7,500.00	11,000.00	3,500.00	68.2
06-7300-313 TRAINING	.00	1,049.17	2,000.00	950.83	52.5
06-7300-314 TELEPHONE	186.93	1,655.83	5,000.00	3,344.17	33.1
06-7300-345 WASTEWATER TESTING	499.10	6,446.90	17,500.00	11,053.10	36.8
06-7300-371 GAS & PETROLEUM	424.17	1,584.33	2,200.00	615.67	72.0
06-7300-511 INSURANCE EXPENSE	424.00	5,248.00	4,100.00	(1,148.00)	128.0
06-7300-591 MISC EXPENSES	.00	30.05	500.00	469.95	6.0
06-7300-611 DEBT SERVICE PRINCIPAL	.00	24,434.99	49,106.00	24,671.01	49.8
06-7300-621 INTEREST EXPENSE	.00	6,038.40	11,841.00	5,802.60	51.0
06-7300-811 CAP OUTLAY: CONSTRUCT	.00	85,871.00	15,000.00	(70,871.00)	572.5
06-7300-812 CAP OUTLAY: EQUIPMENT	.00	.00	58,500.00	58,500.00	.0
TOTAL SEWER SYSTEM EXPENSES	38,876.24	317,130.63	499,097.00	181,966.37	63.5
TOTAL FUND EXPENDITURES	38,876.24	317,130.63	499,097.00	181,966.37	63.5
NET REVENUE OVER EXPENDITURES	(4,620.33)	163,321.59	186,653.00	23,331.41	87.5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

WATER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
07-4011	SERVICE FEES	125.93	294,264.90	520,000.00	225,735.10	56.6
	TOTAL SERVICE FEES	125.93	294,264.90	520,000.00	225,735.10	56.6
	<u>LATE CHARGES</u>					
07-4021	LATE CHARGES	(6.23)	1,450.52	1,500.00	49.48	96.7
	TOTAL LATE CHARGES	(6.23)	1,450.52	1,500.00	49.48	96.7
	<u>BAD CHECK CHARGES</u>					
07-4041	BAD CHECK CHARGES	25.00	150.00	25.00	(125.00)	600.0
	TOTAL BAD CHECK CHARGES	25.00	150.00	25.00	(125.00)	600.0
	<u>PERMITS</u>					
07-4051	PERMITS	21,300.00	81,800.00	50,000.00	(31,800.00)	163.6
	TOTAL PERMITS	21,300.00	81,800.00	50,000.00	(31,800.00)	163.6
	<u>METER SALES</u>					
07-4301	METER SALES	1,500.00	2,100.00	5,000.00	2,900.00	42.0
	TOTAL METER SALES	1,500.00	2,100.00	5,000.00	2,900.00	42.0
	<u>MISCELLANEOUS REVENUE</u>					
07-4991	MISC INCOME	496.00	1,931.00	1,500.00	(431.00)	128.7
	TOTAL MISCELLANEOUS REVENUE	496.00	1,931.00	1,500.00	(431.00)	128.7
	<u>INTEREST ON INVESTMENT</u>					
07-8011	INTEREST ON INVESTMENT	5,849.74	42,587.58	25,000.00	(17,587.58)	170.4
	TOTAL INTEREST ON INVESTMENT	5,849.74	42,587.58	25,000.00	(17,587.58)	170.4

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

WATER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>LEASE INCOME</u>					
07-8801	LEASE INCOME	310.00	2,480.00	3,720.00	1,240.00	66.7
	TOTAL LEASE INCOME	310.00	2,480.00	3,720.00	1,240.00	66.7
	TOTAL FUND REVENUE	29,600.44	426,764.00	606,745.00	179,981.00	70.3

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

WATER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER SYSTEM EXPENSES</u>					
07-7400-118 SALARIES: MAINT WORKERS	9,311.14	81,242.79	142,500.00	61,257.21	57.0
07-7400-131 EMPLOYEE HEALTH INSURANCE	1,285.74	10,928.79	2,700.00	(8,228.79)	404.8
07-7400-133 IMRF CONTRIBUTION	815.66	7,116.87	21,000.00	13,883.13	33.9
07-7400-193 PAYROLL TAXES	712.28	6,214.96	17,950.00	11,735.04	34.6
07-7400-198 UNIFORMS	.00	366.16	900.00	533.84	40.7
07-7400-212 ENGINEERING EXPENSE	.00	.00	2,500.00	2,500.00	.0
07-7400-213 OTHER CONSULTING FEES	2,006.17	14,537.56	24,075.00	9,537.44	60.4
07-7400-214 AUDIT FEES	1,125.60	4,275.60	4,000.00	(275.60)	106.9
07-7400-221 UTILITIES	5,808.06	37,467.63	75,000.00	37,532.37	50.0
07-7400-222 RADIUM REMOVAL PROCESSING	9,146.89	74,655.05	111,510.00	36,854.95	67.0
07-7400-241 M&O: VEH & EQUIP	194.15	450.78	5,000.00	4,549.22	9.0
07-7400-243 M&O: WELL SYSTEM	.00	8,879.13	30,000.00	21,120.87	29.6
07-7400-311 OFFICE EXPENSE	1,096.46	7,243.10	11,000.00	3,756.90	65.9
07-7400-314 TELEPHONE	114.16	1,789.26	5,000.00	3,210.74	35.8
07-7400-331 TRAVEL & TRAINING	.00	902.00	2,000.00	1,098.00	45.1
07-7400-341 METER PURCHASES & SUPPLIES	.00	10,258.40	15,000.00	4,741.60	68.4
07-7400-343 CONNECTION EXP	.00	.00	5,000.00	5,000.00	.0
07-7400-344 ACCESS SUPPLY PURCH	.00	.00	2,000.00	2,000.00	.0
07-7400-345 CHEMICALS & TESTING	1,383.10	19,086.84	20,000.00	913.16	95.4
07-7400-346 TOOLS	.00	558.03	1,250.00	691.97	44.6
07-7400-371 GAS & PETROLEUM	989.74	3,696.83	8,000.00	4,303.17	46.2
07-7400-492 IPRF SAFETY GRANT	19.63	19.63	.00	(19.63)	.0
07-7400-511 INSURANCE EXPENSE	643.00	9,648.00	6,800.00	(2,848.00)	141.9
07-7400-531 REAL ESTATE TAXES	.00	236.56	.00	(236.56)	.0
07-7400-811 CAP OUTLAY: CONSTRUCT	.00	5,740.00	25,000.00	19,260.00	23.0
07-7400-812 CAP OUTLAY: EQUIPMENT	.00	36,420.00	100,000.00	63,580.00	36.4
07-7400-826 CAP OUTLAY: ENG STUDY	.00	.00	50,000.00	50,000.00	.0
TOTAL WATER SYSTEM EXPENSES	34,651.78	341,733.97	688,185.00	346,451.03	49.7
TOTAL FUND EXPENDITURES	34,651.78	341,733.97	688,185.00	346,451.03	49.7
NET REVENUE OVER EXPENDITURES	(5,051.34)	85,030.03	(81,440.00)	(166,470.03)	104.4

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

FESTIVAL & PARADE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS</u>					
09-4961	DONATIONS	.00	.00	5,000.00	5,000.00	.0
	TOTAL DONATIONS	.00	.00	5,000.00	5,000.00	.0
	<u>FUNDRAISERS</u>					
09-4972	FESTIVAL RECEIPTS	.00	.00	17,500.00	17,500.00	.0
	TOTAL FUNDRAISERS	.00	.00	17,500.00	17,500.00	.0
	<u>INTEREST</u>					
09-8011	INTEREST ON INVESTMENT	.00	.04	60.00	59.96	.1
	TOTAL INTEREST	.00	.04	60.00	59.96	.1
	<u>ALLOTMENT FROM GF</u>					
09-8192	FESTIVAL/PARADE TRANSFER	.00	(10.30)	20,000.00	20,010.30	(.1)
	TOTAL ALLOTMENT FROM GF	.00	(10.30)	20,000.00	20,010.30	(.1)
	TOTAL FUND REVENUE	.00	(10.26)	42,560.00	42,570.26	.0

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

FESTIVAL & PARADE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FESTIVAL & PARADE EXPENSES</u>					
09-7700-218 CONTRACTED GROUPS/EVENTS/LABOR	.00	6,565.68	20,000.00	13,434.32	32.8
09-7700-241 RENTALS	.00	.00	4,500.00	4,500.00	.0
09-7700-312 SUPPLIES	.00	.00	4,500.00	4,500.00	.0
09-7700-313 POSTAGE	.00	.00	100.00	100.00	.0
09-7700-315 COPIES, PRINTING & ADVERTISING	.00	.00	1,500.00	1,500.00	.0
09-7700-571 PRIZES & AWARDS	.00	.00	750.00	750.00	.0
09-7700-591 MISC EXPENSE	.00	.00	500.00	500.00	.0
TOTAL FESTIVAL & PARADE EXPENSES	.00	6,565.68	31,850.00	25,284.32	20.6
TOTAL FUND EXPENDITURES	.00	6,565.68	31,850.00	25,284.32	20.6
NET REVENUE OVER EXPENDITURES	.00	(6,575.94)	10,710.00	17,285.94	(61.4)

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

RESTRICTED ASSETS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS</u>					
13-4167	WASTE COLLECTION AGREEMENT	.00	15,241.50	17,000.00	1,758.50	89.7
	TOTAL DONATIONS	.00	15,241.50	17,000.00	1,758.50	89.7
	<u>PARK DEVELOPMENT FEES</u>					
13-4171	PARK LOT DEV FEES - GENERAL	500.00	600.00	1,000.00	400.00	60.0
	TOTAL PARK DEVELOPMENT FEES	500.00	600.00	1,000.00	400.00	60.0
	<u>CAPITAL CONTRIBUTIONS: TOWN</u>					
13-4201	CAP CONTRIB: PUBLIC WORKS BLDG	504.63	8,074.08	.00	(8,074.08)	.0
13-4202	CAP CONTRIB: POLICE FACILITY	402.78	6,444.48	.00	(6,444.48)	.0
13-4203	CAP CONTRIB: EMERGENCY SIREN	11.57	185.12	.00	(185.12)	.0
13-4204	CAP CONTRIB: TOWN HALL BLDG	729.63	12,024.08	.00	(12,024.08)	.0
13-4205	CAP CONTRIB: SPORTS COMPLEX	659.72	10,555.52	.00	(10,555.52)	.0
13-4206	CAP CONTRIB: CAPITAL EQUIPMENT	1,750.00	2,100.00	18,000.00	15,900.00	11.7
	TOTAL CAPITAL CONTRIBUTIONS: TOWN	4,058.33	39,383.28	18,000.00	(21,383.28)	218.8
	<u>INTEREST</u>					
13-8011	INTEREST ON INVESTMENT	7,293.54	54,161.86	35,000.00	(19,161.86)	154.8
	TOTAL INTEREST	7,293.54	54,161.86	35,000.00	(19,161.86)	154.8
	<u>TRANSFERS</u>					
13-8101	TRANSFERS FROM OTHER FUNDS	.00	13,327.32	26,655.00	13,327.68	50.0
	TOTAL TRANSFERS	.00	13,327.32	26,655.00	13,327.68	50.0
	TOTAL FUND REVENUE	11,851.87	122,713.96	97,655.00	(25,058.96)	125.7

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

RESTRICTED ASSETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RESTRICTED ASSETS</u>					
13-8000-350 ROAD IMPROVEMENTS	15,220.93	42,838.88	35,000.00	(7,838.88)	122.4
13-8000-813 CAP OUTLAY: TOWN HALL	.00	.00	5,000.00	5,000.00	.0
13-8000-814 CAP OUTLAY: SSA#4	.00	.00	50,000.00	50,000.00	.0
13-8000-815 CAPITAL OUTLAY SPLASH PAD NEUM	.00	.00	79,851.00	79,851.00	.0
13-8000-824 CAP O/L: PARK DEV (MCPHILLIPS)	.00	.00	14,305.00	14,305.00	.0
13-8000-833 CAP OUTLAY: PUBL WKS FACILITY	9,195.00	9,195.00	5,000.00	(4,195.00)	183.9
13-8000-839 AIRPORT ROAD PROPERTY TAXES	.00	8,471.72	.00	(8,471.72)	.0
13-8000-840 AIRPORT ROAD UTILITIES	15.42	136.08	.00	(136.08)	.0
TOTAL RESTRICTED ASSETS	24,431.35	60,641.68	189,156.00	128,514.32	32.1
TOTAL FUND EXPENDITURES	24,431.35	60,641.68	189,156.00	128,514.32	32.1
NET REVENUE OVER EXPENDITURES	(12,579.48)	62,072.28	(91,501.00)	(153,573.28)	67.8

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

		TIF FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INTEREST INCOME</u>						
14-8010	TIF RE TAX RECEIVED	.00	480,610.89	355,000.00	(125,610.89)	135.4
14-8011	INTEREST ON INVESTMENT	4,475.18	30,925.88	15,000.00	(15,925.88)	206.2
TOTAL INTEREST INCOME		4,475.18	511,536.77	370,000.00	(141,536.77)	138.3
TOTAL FUND REVENUE		4,475.18	511,536.77	370,000.00	(141,536.77)	138.3

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING DECEMBER 31, 2023

Item 1.

TIF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TIF EXPENSES</u>					
14-6600-212	ADMINISTRATIVE EXPENSE	109,096.30	113,646.20	.00	(113,646.20)	.0
14-6600-591	MISC EXPENSES	.00	23,502.20	427,000.00	403,497.80	5.5
14-6600-599	LOCAL MATCH - SOMONAUK RD	.00	2,952.00	.00	(2,952.00)	.0
	TOTAL TIF EXPENSES	109,096.30	140,100.40	427,000.00	286,899.60	32.8
	TOTAL FUND EXPENDITURES	109,096.30	140,100.40	427,000.00	286,899.60	32.8
	NET REVENUE OVER EXPENDITURES	(104,621.12)	371,436.37	(57,000.00)	(428,436.37)	651.6

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 5/1/2023		\$ 340,817.46
Principal Paid Fiscal Year 2024:		\$ (20,452.53)
Interest Paid Fiscal Year 2024:	\$ 5,111.37	
Current Balance:		<u>\$ 320,364.93</u>
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 18,218.32	\$ 11,708.68
Fiscal Year Ending 2025	\$ 38,582.92	\$ 21,271.08
Future	\$ 263,563.69	\$ 59,692.54
Total:	<u>\$ 320,364.93</u>	<u>\$ 92,672.30</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 5/1/2023		\$ 625,740.66
Principal Paid Fiscal Year 2024:		\$ (24,434.99)
Interest Paid Fiscal Year 2024:	\$ 6,038.40	
Current Balance:		<u>\$ 601,305.67</u>
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 24,670.79	\$ 5,802.60
Fiscal Year Ending 2025	\$ 50,058.09	\$ 10,888.69
Future	\$ 526,576.79	\$ 52,265.07
Total:	<u>\$ 601,305.67</u>	<u>\$ 68,956.36</u>

Restricted Asset Fund Loan		
North Avenue Road Repairs		
Maturity Date 12/31/2024, Int Rate: 2%, Semi-Annual Payments		
Beginning Balance 5/1/2023		\$ 52,002.73
Principal Paid Fiscal Year 2024:		\$ (12,807.29)
Interest Paid Fiscal Year 2024:	\$ 520.03	
Current Balance:		<u>\$ 39,195.44</u>
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 12,935.36	\$ 391.95
Fiscal Year Ending 2025	\$ 26,260.08	\$ 394.55
Total:	<u>\$ 39,195.44</u>	<u>\$ 786.50</u>

Town of Cortland
Restricted Assets
December 31, 2023

Item 1.

		Balance 12/1/2023	Deposits 12/31/2023	Expenditures 12/31/2023	Balance 12/31/2023
Customer Deposits					
13-2010	AP	\$ -			\$ -
13-2020	Deferred Revenue	\$ -	-	-	-
13-2301	Occupany Deposits	\$ -	-		-
13-2355	Airport Road Security Deposits	\$ -	-	-	-
Engineering Deposits					
13-2316	DCUSD #428	\$ 51,668.29	\$ -	\$ -	\$ 51,668.29
Land/Cash Contributions					
13-2401	Cortland Fire Protection District	\$ 6,000.00	\$ 1,800.00		\$ 7,800.00
13-2405	Sycamore School District # 427	\$ 3,262.40			3,262.40
13-2406	#428 Schools	\$ 108,733.73	5,838.95		114,572.68
13-2407	Cortland Library	\$ 900.00	270.00		1,170.00
Storm Sewer Escrow					
13-2411	Neumann Homes Inc	\$ 79,850.65		\$ -	\$ 79,850.65
Capital Contributions #428 Schools					
13-2432	DRH Cambridge - Richland Trails	\$ 251,023.87			\$ 251,023.87
Library Building					
13-2452	Library Building	\$ 17,526.08	\$ 337.04	\$ -	\$ 17,863.12
Fire Department Building					
13-2461	DRH Cambridge - Richland Trails	\$ 91,144.90			\$ 91,144.90
13-2462	Montalbano - Chestnut Grove	\$ 22,677.20	436.10	-	23,113.30
WasteWater Irrigation Land Acquisition					
13-2501	SSA # 4 Connection Fees	\$ 63,000.00		\$ -	\$ 63,000.00
13-2505	SSA # 8 Connection Fees	\$ -		-	\$ -
13-2551	Waste Water Irrigation Land Fee	\$ 88,000.00	3,000.00	-	\$ 91,000.00
Cortland Events Committee					
13-2900	Festival Parade	\$ -	\$ -	\$ -	\$ -
13-2350	Road Improvements	\$ 39,815.43	\$ -		\$ 39,815.43
13-2352	Administrative Fund	\$ 99,423.32	-	-	99,423.32
13-2354	Punch List Follow Up Items	\$ 12,072.46	-	-	12,072.46
Capital Contributions - Town Use (By Purpose)					
13-3100	McPhillips Park Improvements	\$ 14,305.60	\$ -	\$ -	\$ 14,305.60
13-4096	Town Services	\$ -	-	-	-
13-4167	Road Improvements - DC Trash Agreement	\$ 82,389.86		-	82,389.86
13-4168	Airport Road Property Rent	\$ 17,245.56		15.42	17,230.14
13-4170	Airport Road Farm Rent	\$ 106,953.83		-	106,953.83
13-4161	Parks Improvements	\$ 256.00		-	256.00
13-4171	Park Development Fees	\$ 8,600.00	500.00	-	9,100.00
13-4201	Public Works Facility	\$ 16,652.79	504.63	-	17,157.42
13-4202	Police Facility	\$ 13,707.20	402.78	-	14,109.98
13-4203	Emergency Siren	\$ 3,019.77	11.57	-	3,031.34
13-4204	Town Hall	\$ 33,877.79	729.63	-	34,607.42
13-4205	Sports Complex	\$ 173,520.61	659.72	-	174,180.33
13-4206	Capital Improvements	\$ 153,912.40	7,293.54	-	161,205.94
13-4206	SCADA - Chestnut Grove	\$ 9,870.60	1,750.00	9,195.00	2,425.60
13-8101	Transfers from Other Funds - Town Loan	\$ 77,937.04	39,455.45	-	117,392.49
13-8701	InvestForeclosures (Dep less Ltr of Credit)	\$ -	-	-	-
13-8702	Performance Bond - Nature's Crossing	\$ -	-	-	-
		\$ 712,249.05	\$ 51,307.32	\$ 9,210.42	\$ 754,345.95

"FUND BAL" \$ 642,805.51
Reserve for McPhillips \$ 14,305.60
YTD Revs over Exps \$ 101,527.73
Fund Equity \$ 758,638.84

Total Assets \$ 1,705,419.26
Total Liabilities & Equity \$ 1,705,419.26

Account Interest \$ 7,293.54

13-8011

* Account Interest posted to Capital Improvements

SUMMARY OF INCOME AND EXPENSES FOR THE MONTH OF:
December 31, 2023

	Beginning Balance	Receipts/ Transfers In	Dividends/ Interest	Expenditures/ Transfers Out	Ending Balance
SSA #1 Special Tax Refunding Bonds 2017					
Bond & Interest Fund	\$ 418,753.53		\$ 1,597.03		420,350.56
2017 Reserve Fund	\$ 355,861.86	-	1,384.49		357,246.35
Special Redemption Account	\$ -	-	-	-	-
Special Reserve Fund 2017	\$ 40,316.99	-	156.84		40,473.83
Administrative Expense Fund	\$ 5,668.52		22.07		5,690.59
Total SSA #1 Refunding Bonds	\$ 820,600.90	\$ -	\$ 3,160.43	\$ -	\$ 823,761.33
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	\$ 185,148.28		\$ 797.74	\$ 10,000.00	\$ 175,946.02
Reserve Fund	\$ 158,567.84		684.34		159,252.18
Improvement Fund	\$ -				-
Administrative Expense Fund	\$ 11,120.45	10,000.00	47.99		21,168.44
Total SSA #9	\$ 354,836.57	\$ 10,000.00	\$ 1,530.07	\$ 10,000.00	\$ 356,366.64
Total All SSA	1,175,437.47	10,000.00	4,690.50	10,000.00	1,180,127.97

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
12/01/23	42899	ADVANCED AUTOMATION AND	111523 RA SCADA UPGRADE CHEST	23-4170	13-4206	CAP CONTRIB: CAPITAL EQUIPMENT	9,195.00
12/01/23	42899	ADVANCED AUTOMATION AND	11623 NEW USER TO WIN911	23-4190	06-7300-311	OFFICE EXPENSE	115.00
12/01/23	42899	ADVANCED AUTOMATION AND	11623 NEW USER TO WIN911	23-4190	07-7400-311	OFFICE EXPENSE	115.00
12/01/23	42900	COMED	111423 ACCT #2371151041	111423	01-6100-219	ELECTRIC - STREET LIGHTS	178.41
12/01/23	42901	COMED	112223 ACCT #5631039010	112223	07-7400-221	UTILITIES	258.40
12/01/23	42902	COMED	112223 ACCT #2875156024	112223-6024	07-7400-221	UTILITIES	1,017.08
12/01/23	42903	COMED	112223 ACCT #7347065022	112223-5022	06-7300-221	UTILITIES	125.31
12/01/23	42904	COMED	112223 ACCT #5715097078	112223-7078	06-7300-221	UTILITIES	179.35
12/01/23	42905	COMED	112223 ACCT #3974033034	112223-3034	06-7300-221	UTILITIES	24.72
12/01/23	42906	COMED	112223 ACCT #0993022049	112223-2049	06-7300-221	UTILITIES	8,193.23
12/01/23	42907	COMED	112223 ACCT #4707129051	112223-9051	06-7300-221	UTILITIES	23.14
12/01/23	42908	COMED	112223 ACCT #1239090004	112223-0004	07-7400-221	UTILITIES	234.52
12/01/23	42909	COMED	112223 ACCT #0723100114	112223-0114	06-7300-221	UTILITIES	69.62
12/01/23	42910	COMED	112223 ACCT #0403114054	112223-4054	06-7300-221	UTILITIES	725.93
12/01/23	42911	COMED	112223 ACCT #3567169021	112223-9021	07-7400-221	UTILITIES	3,929.16
12/01/23	42912	COMED	112123 ACCT #3683145005	112123-5005	01-6100-219	ELECTRIC - STREET LIGHTS	20.17
12/01/23	42913	COMED	112123 ACCT #0403167171	112123-7171	01-6100-316	UTILITIES	41.07
12/01/23	42914	COMED	112123 ACCT #2863057150	112123-7150	01-6100-316	UTILITIES	35.07
12/01/23	42915	COMED	112123 ACCT #4188054000	112123-4000	06-7300-221	UTILITIES	32.74
12/01/23	42916	COMED	112123 ACCT #3504012009	112123-2009	01-6100-316	UTILITIES	24.14
12/01/23	42917	COMED	112123 ACCT #2746057001	112123-7001	01-6100-316	UTILITIES	23.35
12/01/23	42918	COMED	112223 ACCT #0419047171	112223-7171	01-6100-316	UTILITIES	136.20
12/01/23	42919	COMED	112123 ACCT #0459043031	112123-3031	01-6100-219	ELECTRIC - STREET LIGHTS	111.39
12/01/23	42920	COMED	112123 ACCT #1565283053	112123-3053	13-8000-840	AIRPORT ROAD UTILITIES	15.42
12/01/23	42921	DARGIS, LIN	111623 UNIFORM-DEFENDER SHIRT, T	111623	01-6200-198	UNIFORMS	244.97
12/01/23	42922	FOSTER & BUICK	112023 2023 GENERAL COUNSEL & A	51774	01-6000-211	LEGAL EXPENSE	1,443.75
12/01/23	42922	FOSTER & BUICK	112023 2023 GENERAL COUNSEL & A	51774	01-6200-211	LEGAL EXPENSE	393.75
12/01/23	42922	FOSTER & BUICK	112023 2023 GENERAL COUNSEL & A	51774	01-6200-212	ADJUDICATION	175.00
12/01/23	42923	FRANK E MEADOWS ESTATE	112123 REFUND OVERPAYMENT, #118	112123	06-4011	SERVICE FEES	54.29
12/01/23	42924	FRONTIER	111023 ACCT#217-021-0061-122818-5	111023	06-7300-314	TELEPHONE	55.90
12/01/23	42924	FRONTIER	111023 ACCT#217-021-0061-122818-5	111023	01-6000-314	TELEPHONE	91.26
12/01/23	42924	FRONTIER	111023 ACCT#217-021-0061-122818-5	111023	01-6200-314	TELEPHONE	95.85
12/01/23	42925	HERITAGE CASTING & IRONWO	111523 OUTDOOR LUMINARIES LED K	61887	01-6100-218	MAINTENANCE - STREET LIGHTS	2,190.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6000-511	INSURANCE EXPENSE	54.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6100-511	INSURANCE EXPENSE	4,866.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6200-511	INSURANCE EXP	2,409.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6300-511	INSURANCE EXP	121.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	06-7300-511	INSURANCE EXPENSE	330.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	07-7400-511	INSURANCE EXPENSE	496.00

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6100-511	INSURANCE EXPENSE	268.00
12/01/23	42926	ILLINOIS PUBLIC RISK FUND	111323 WC-2024-JANUARY	87210	01-6000-511	INSURANCE EXPENSE	277.00
12/01/23	42927	Kathleen Finlon	112723 QTR 4 2023 NEWSLETTER	00001	01-6000-321	DUES & SUBSCRIPTIONS	400.00
12/01/23	42928	KSDisplays	111623 TOM BOUBIN & TRAVYS LANNI	0023156	01-6100-198	UNIFORMS	120.00
12/01/23	42929	MENARDS	111323 WHITE TRIPLE TAP ADAPTER	2828	03-6500-840	HOLIDAY DECORATIONS	28.68
12/01/23	42929	MENARDS	111523 CRYSTAL SPLDR, S/2 WHITE G	2965	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	594.71
12/01/23	42929	MENARDS	111523 16-3, 10',20',40' GREEN CORD	2998	03-6500-840	HOLIDAY DECORATIONS	52.74
12/01/23	42930	MID-CITY OFFICE PRODUCTS I	111723 FILES, CARTRIDGES	672288-0	01-6300-351	OFFICE EXPENSE	424.50
12/01/23	42930	MID-CITY OFFICE PRODUCTS I	111723 FILES, CARTRIDGES	672288-0	01-6000-312	OFFICE SUPPLIES	545.96
12/01/23	42930	MID-CITY OFFICE PRODUCTS I	111723 RECEIPT PAPER & PRINTER RI	672289-0	06-7300-311	OFFICE EXPENSE	14.04
12/01/23	42930	MID-CITY OFFICE PRODUCTS I	111723 RECEIPT PAPER & PRINTER RI	672289-0	07-7400-311	OFFICE EXPENSE	14.04
12/01/23	42931	MUNICIPAL CLERKS OF IL	112923 2024 WINTER SEMINAR REGIS	112923	01-6000-331	TRAVEL & TRAINING	75.00
12/01/23	42931	MUNICIPAL CLERKS OF IL	012424 ATHENIAN LEADERSHIP SOCI	112923	01-6000-331	TRAVEL & TRAINING	75.00
12/01/23	42932	NCPERS GROUP LIFE INS	110123 LIFE INSURANCE PREMIUM-11	6231122023	01-2130	LIFE INSURANCE WITHHELD	240.00
12/01/23	42933	NICOR	111423 156 E NORTH AVE	111423	06-7300-221	UTILITIES	187.63
12/01/23	42933	NICOR	111423 250 S HALWOOD ST	111423	01-6100-316	UTILITIES	375.68
12/01/23	42933	NICOR	111623 54 MARY ALDIS LN	111623	01-6200-316	UTILITIES	157.41
12/01/23	42933	NICOR	111623 100 S LLANOS ST	111623	07-7400-221	UTILITIES	209.97
12/01/23	42933	NICOR	111623 91 N SPRUCE ST	111623	07-7400-221	UTILITIES	68.84
12/01/23	42933	NICOR	111623 227 S SOMONAUK RD	111623	07-7400-221	UTILITIES	90.09
12/01/23	42933	NICOR	111623 59 S SOMONAUK RD	111623	01-6100-316	UTILITIES	88.91
12/01/23	42933	NICOR	111623 238 E CORTLAND CENTER RD	111623	06-7300-221	UTILITIES	57.84
12/01/23	42934	PRINCIPAL LIFE INSURANCE C	111723 ACCT. 1048895-10001	111723	01-2100	HEALTH INS WITHHELD	261.36
12/01/23	42935	SIEWIERSKI, KAITLYN	112923 K SIEWIERSKI-CMC CERTIFIC	112923	01-6000-331	TRAVEL & TRAINING	75.00
12/01/23	42936	SUN LIFE ASSURANCE COMPA	111523 DENTAL-DEC 23	111523	01-2100	HEALTH INS WITHHELD	557.02
12/01/23	42937	SWEDBERG ELECTRIC INC	112223 JOURNEYMAN-WATER TRMT	14272	06-7300-243	M&O: SEWER PLANT	165.00
12/01/23	42938	TRAFFIC CONTROL & PROTEC	110123 STREET SIGNS, ADVISORY SP	117279	01-6100-221	ROAD SIGNS	375.65
12/01/23	42938	TRAFFIC CONTROL & PROTEC	110123 TELSPAR POSTS AND ANCHO	117280	01-6100-221	ROAD SIGNS	433.00
12/01/23	42939	ULINE	112723 GEAR LOCKER WITH DOOR	171321851	06-7300-311	OFFICE EXPENSE	967.31
12/01/23	42939	ULINE	112723 GEAR LOCKER WITH DOOR	171321851	07-7400-311	OFFICE EXPENSE	967.31
12/01/23	42940	UNIFORM DEN EAST, INC.	111323 EMBLEMS-PEGGY HOPKINS	89150	01-6200-199	UNIFORM ALLOWANCE	60.08
12/01/23	42941	US POSTAL SERVICE	112023 USPS MARKETING MAIL PERM	112023	01-6000-313	POSTAGE	275.00
12/01/23	42942	WELLS FARGO FINANCIAL LEA	110923 XEROX COPIER-VERSALINK	5027449443	01-6000-351	OFFICE EQUIP & MAINT	131.85
12/01/23	42943	WEX BANK	111523 GASOLINE-PD	93119751	01-6200-371	GAS & PETROLEUM	1,235.74
12/01/23	42943	WEX BANK	111523 SERVICE-PD	93119751	01-6200-241	VEHICLE MAINTENANCE	16.00
12/01/23	42943	WEX BANK	111523 GASOLINE-PW	93119751	01-6100-371	FUEL	174.78
12/01/23	42943	WEX BANK	111523 GASOLINE-ENGINEERING	93119751	01-6300-371	GASOLINE	278.34
12/01/23	42943	WEX BANK	111523 GASOLINE-SEWER	93119751	06-7300-371	GAS & PETROLEUM	189.91
12/01/23	42943	WEX BANK	111523 GASOLINE-WATER	93119751	07-7400-371	GAS & PETROLEUM	443.13

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12/11/23	42772	SUBURBAN TIRE AUTO REPAIR	083023 TRAILER TIRES & INSTALLATI	9006688	01-6100-241	VEHICLE & EQUIPMENT MAINT.	V 295.38-
12/13/23	42941	US POSTAL SERVICE	112023 USPS MARKETING MAIL PERM	112023	01-6000-313	POSTAGE	V 275.00-
12/15/23	42944	ABRAHAM, JULIE	120123 POSTAGE REIMBURSEMENT	120123	06-7300-311	OFFICE EXPENSE	.39
12/15/23	42944	ABRAHAM, JULIE	120123 POSTAGE REIMBURSEMENT	120123	07-7400-311	OFFICE EXPENSE	.39
12/15/23	42945	ALDIS, CHERYL	120623 MILEAGE & MEAL-NIMCA MTG	120623	01-6000-331	TRAVEL & TRAINING	188.00
12/15/23	42946	AMAZON CAPITAL SERVICES	112823 GLITGATE LED HIGH BAY 1520	114-0547655	01-6100-232	MAINTENANCE TOWN GARAGE	108.82
12/15/23	42946	AMAZON CAPITAL SERVICES	112823 VIPPER AMERICAN FLAG 5X8	114-0547655	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	35.99
12/15/23	42946	AMAZON CAPITAL SERVICES	112923 MENS COLDGEAR LEGGINGS,	114-6262124	01-6200-198	UNIFORMS	111.36
12/15/23	42946	AMAZON CAPITAL SERVICES	110223 SAFETY GRANT EXPENSES-P	114-6320325	07-7400-492	IPRF SAFETY GRANT	19.63
12/15/23	42946	AMAZON CAPITAL SERVICES	110223 SAFETY GRANT EXPENSES-P	114-6320325	01-6100-492	IPRF SAFETY GRANT	504.01
12/15/23	42946	AMAZON CAPITAL SERVICES	112923 CRV3 BATTERIES	114-9419157	01-6200-312	OFFICE SUPPLIES	17.47
12/15/23	42947	AT&T MOBILITY	112523 WIRELESS	2872972642	01-6200-314	TELEPHONE	555.99
12/15/23	42948	BONNELL INDUSTRIES INC	112223 SOLENOID, 3 POST	0212639-IN	01-6100-241	VEHICLE & EQUIPMENT MAINT.	117.90
12/15/23	42948	BONNELL INDUSTRIES INC	112723 PACKAGED CARR, FLANGE LO	0212660-IN	01-6100-241	VEHICLE & EQUIPMENT MAINT.	208.82
12/15/23	42949	BRUNNER, LUCINDA	113023 ADJUDICATION 10/1-11/30	113023	01-6200-212	ADJUDICATION	34.06
12/15/23	42950	CONSERV FS INC	112723 DIESELEX GOLD & FUEL OIL	121022070	01-6100-371	FUEL	1,880.47
12/15/23	42951	DAVID G ETERNO, ATTORNEY A	113023 ON SITE HEARINGS	10390	01-6200-212	ADJUDICATION	87.50
12/15/23	42952	DEKALB COUNTY TREASURER	112023 SALT	13489	01-6100-220	ROAD SALT	35,201.45
12/15/23	42953	DIVERSIFIED BENEFIT SERVIC	120123 105-HRA ADMIN SERVICES &	396354	01-6000-131	EMPLOYEE HEALTH INSURANCE	108.78
12/15/23	42954	ELBURN NAPA	110123 '15 FORD INTERCEPTOR-PRE	880879	01-6300-241	VEHICLE & EQUIPMENT MAINT.	39.55
12/15/23	42954	ELBURN NAPA	110823 '15 FORD INTERCEPTOR-NIGH	881791	01-6300-241	VEHICLE & EQUIPMENT MAINT.	69.99
12/15/23	42954	ELBURN NAPA	112223 PANEL FILTERS, SPIN-ON FLUI	883305	01-6200-241	VEHICLE MAINTENANCE	124.01
12/15/23	42955	GRAINGER	112723 SSPND ELCT WL, CEIL HEATR,	9916333538	06-7300-243	M&O: SEWER PLANT	2,339.16
12/15/23	42956	IL CEMETERY & FUNERAL HOM	111423 CEMETARY MEMBERSHIP REN	2024	01-6700-321	CEMETERY EXPENSES	35.00
12/15/23	42957	LAUTERBACH & AMEN LLP	120123 PROFESSIONAL SERVICES-N	85111	01-6000-214	AUDIT & ACCOUNTING FEES	8,546.38
12/15/23	42957	LAUTERBACH & AMEN LLP	120123 PROFESSIONAL SERVICES-N	85111	06-7300-213	OTHER CONSULTING FEES	1,337.45
12/15/23	42957	LAUTERBACH & AMEN LLP	120123 PROFESSIONAL SERVICES-N	85111	07-7400-213	OTHER CONSULTING FEES	2,006.17
12/15/23	42958	LEXIPOL LLC	110123 ANNUAL MANUALS & BULLETI	INVLEX1204	01-6200-321	DUES & SUBSCRIPTIONS	2,128.10
12/15/23	42958	LEXIPOL LLC	110123 ANNUAL MANUALS & BULLETI	INVLEX1204	01-1350	PREPAIDS	2,979.34
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-6000-511	INSURANCE EXPENSE	80.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-6100-511	INSURANCE EXPENSE	1,242.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-6300-511	INSURANCE EXP	29.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-6200-511	INSURANCE EXP	583.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	06-7300-511	INSURANCE EXPENSE	80.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	07-7400-511	INSURANCE EXPENSE	119.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-1350	PREPAIDS	160.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-1350	PREPAIDS	2,483.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-1350	PREPAIDS	59.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	01-1350	PREPAIDS	1,165.00

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12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	06-1350	PREPAID INSURANCE	160.00
12/15/23	42959	MARSH & MCLENNAN AGENCY	120623 SERVICE FEE-2024	250436	07-1350	PREPAID INSURANCE	240.00
12/15/23	42960	MENARDS	112023 WHITE PINE ROPING, BLK HD	3266	03-6500-840	HOLIDAY DECORATIONS	166.85
12/15/23	42960	MENARDS	112123 CABLE, CABLE CLAMP	3345	03-6500-840	HOLIDAY DECORATIONS	13.93
12/15/23	42960	MENARDS	112223 PURPLE SPLASH, ZEP OXY, D	3441	01-6100-226	TOOLS AND HARDWARE	49.40
12/15/23	42960	MENARDS	112223 NYL LOCK NUT-EXCHANGE	3446	01-6100-226	TOOLS AND HARDWARE	.09-
12/15/23	42960	MENARDS	101123 PAPER TOWELS, BATH TISSU	721	01-6100-242	TOWN HALL MAINTENANCE	193.46
12/15/23	42961	METRONET	112823 FIBER-SPEED INTERNET	112823	06-7300-311	OFFICE EXPENSE	49.95
12/15/23	42961	METRONET	112823 FIBER-SPEED INTERNET	112823	07-7400-311	OFFICE EXPENSE	49.95
12/15/23	42962	MILLER LEAMAN	101323 DIAPHRAGM FOR 350 SERIES	22310060	06-7300-243	M&O: SEWER PLANT	3,625.00
12/15/23	42962	MILLER LEAMAN	102323 100 MICRON DISC SET, MURP	22310116	06-7300-243	M&O: SEWER PLANT	8,530.60
12/15/23	42963	NOLA'S LEGAL BULLETIN	120423 SUBSCRIPTION JAN-JUNE 202	120423	01-6000-321	DUES & SUBSCRIPTIONS	190.00
12/15/23	42964	OFFICE PRO	120423 DESKPAD, CALENDARS	673872-0	01-6200-312	OFFICE SUPPLIES	64.14
12/15/23	42964	OFFICE PRO	120423 PLANNER, UTENSILS, FOOD	673873-0	01-6000-312	OFFICE SUPPLIES	25.12
12/15/23	42964	OFFICE PRO	120423 PLANNER, UTENSILS, FOOD	673873-0	01-6000-331	TRAVEL & TRAINING	15.98
12/15/23	42964	OFFICE PRO	120523 UTENSILS, CUPS, PLATES	673873-1	01-6000-331	TRAVEL & TRAINING	7.99
12/15/23	42965	PACE ANALYTICAL SERVICES L	113023 ALPHA, RADIUM, AMMONIA, B	I9576710	07-7400-345	CHEMICALS & TESTING	496.10
12/15/23	42965	PACE ANALYTICAL SERVICES L	113023 ALPHA, RADIUM, AMMONIA, B	I9576710	06-7300-345	WASTEWATER TESTING	499.10
12/15/23	42966	PITNEY BOWES GLOBAL FINAN	112923 EQUIPMENT LEASE 11/29/23-0	3106402845	01-6000-351	OFFICE EQUIP & MAINT	263.91
12/15/23	42967	RK DIXON CO	120123 CONTRACT BASE RATE 12/27/	IN4884350	01-6000-351	OFFICE EQUIP & MAINT	90.86
12/15/23	42967	RK DIXON CO	112223 CONTRACT BASE RATE 11/28-	IN866581	01-6200-315	COPIES & PRINTING	48.75
12/15/23	42968	SHAW MEDIA	113023 HEARING-ELM AVE, CHESTNU	11231002512	01-6000-211	LEGAL EXPENSE	172.36
12/15/23	42969	SIEWIERSKI, KAITLYN	120623 MILEAGE-NIMCA MTG-GALEN	120623	01-6000-331	TRAVEL & TRAINING	157.20
12/15/23	42970	SIKICH LLP	092723 FINAL BILLING-AUDIT-4/30/23	29748	01-6000-214	AUDIT & ACCOUNTING FEES	3,108.80
12/15/23	42970	SIKICH LLP	092723 FINAL BILLING-AUDIT-4/30/23	29748	06-7300-214	AUDIT FEES	1,125.60
12/15/23	42970	SIKICH LLP	092723 FINAL BILLING-AUDIT-4/30/23	29748	07-7400-214	AUDIT FEES	1,125.60
12/15/23	42971	SPLASH OF COLOR INC	112023 TREE	879	03-6500-840	HOLIDAY DECORATIONS	145.00
12/15/23	42972	SUBURBAN TIRE AUTO REPAIR	083023 TRAILER TIRES & INSTALLATI	9006688	01-6100-241	VEHICLE & EQUIPMENT MAINT.	.00
12/15/23	42972	SUBURBAN TIRE AUTO REPAIR	083023 RADIAL TRAIL HD & INSTALLA	9006688	01-6100-241	VEHICLE & EQUIPMENT MAINT.	295.38
12/15/23	42973	TRAFFIC CONTROL & PROTEC	111623 WIEGHT LIMIT SIGNS	117314	01-6100-221	ROAD SIGNS	156.10
12/15/23	42973	TRAFFIC CONTROL & PROTEC	120423 STOP & STREET SIGNS	117358	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	212.00
12/15/23	42973	TRAFFIC CONTROL & PROTEC	120423 STOP & STREET SIGNS	117358	01-6100-221	ROAD SIGNS	179.70
12/15/23	42974	UNIFORM DEN EAST, INC.	112923 PEGGY HOPKINS UNIFORM AL	88469-01	01-6200-199	UNIFORM ALLOWANCE	863.91
12/15/23	42975	US POSTAL SERVICE	121323 USPS MARKETING MAIL PERM	121323	01-6000-313	POSTAGE	310.00
12/15/23	42976	VERIZON CONNECT FLEET US	120123 VEHICLE TRACKING SUBSCRI	3640000518	01-6100-314	TELEPHONE	87.25
12/15/23	42977	VIKING CHEMICAL COMPANY	112923 SODIUM HYPOCHLORITE SOL	155692	07-7400-345	CHEMICALS & TESTING	887.00
12/15/23	42978	WAGNER EXCAVATING LLC	112223 CA6 ROAD ROCK & AGLIME	25586	13-8000-350	ROAD IMPROVEMENTS	15,220.93
12/15/23	42979	WATER REMEDIATION TECHNO	120123 BASE TREATMENT CHARGE-	022530	07-7400-222	RADIUM REMOVAL PROCESSING	6,373.89
12/15/23	42979	WATER REMEDIATION TECHNO	120123 BASE TREATMENT CHARGE-	022531	07-7400-222	RADIUM REMOVAL PROCESSING	2,773.00

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12/15/23	42980	XEROX FINANCIAL SERVICES	112823 COPIER LEASE-PD	5099882	01-6200-315	COPIES & PRINTING	24.72
12/20/23	42981	WORTHINGTON PROPERTIES L	111023 TIF-RESOURCE BK-LOTS 210-	111023	14-6600-212	ADMINISTRATIVE EXPENSE	23,677.95
12/20/23	42981	WORTHINGTON PROPERTIES L	111023 TIF-KCR,LLC-LOTS 204 & 205	111023	14-6600-212	ADMINISTRATIVE EXPENSE	40,750.95
12/20/23	42981	WORTHINGTON PROPERTIES L	111023 TIF-RESOURCE BK-LOTS 203	111023	14-6600-212	ADMINISTRATIVE EXPENSE	44,667.40
12/29/23	42982	CINTAS FIRE PROTECTION	120623 FIRE EXTINGUISHER SERVICE	0F94702446	01-6100-242	TOWN HALL MAINTENANCE	291.05
12/29/23	42982	CINTAS FIRE PROTECTION	120623 FIRE EXTINGUISHER SERVICE	0F94702448	01-6200-242	M&O: OFFICE	30.80
12/29/23	42982	CINTAS FIRE PROTECTION	120623 FIRE EXTINGUISHER SERVICE	0F94702390	06-7300-241	M&O: VEH & EQUIP	194.15
12/29/23	42982	CINTAS FIRE PROTECTION	120623 FIRE EXTINGUISHER SERVICE	0F94702390	07-7400-241	M&O: VEH & EQUIP	194.15
12/29/23	42982	CINTAS FIRE PROTECTION	120623 FIRE EXTINGUISHER SERVICE	0F94702391	01-6100-241	VEHICLE & EQUIPMENT MAINT.	711.98
12/29/23	42983	CIVICPLUS	122023 MUNICODE RENEWAL-1/24-12/	281493	01-6000-351	OFFICE EQUIP & MAINT	1,466.67
12/29/23	42983	CIVICPLUS	122023 MUNICODE RENEWAL-1/24-12/	281493	01-1350	PREPAIDS	2,933.33
12/29/23	42984	COMED	120723 ACCT #10711-16045	120723-1604	01-6100-219	ELECTRIC - STREET LIGHTS	2,548.39
12/29/23	42985	ELBURN NAPA	110823 STOP LEAK	881792	06-7300-241	M&O: VEH & EQUIP	29.98
12/29/23	42985	ELBURN NAPA	110923 '04 FORD E250-BELT	881904	01-6100-241	VEHICLE & EQUIPMENT MAINT.	45.58
12/29/23	42985	ELBURN NAPA	111523 RADIAL SEAL FILTER	882494	06-7300-241	M&O: VEH & EQUIP	32.27
12/29/23	42985	ELBURN NAPA	112823 HI PWR IND V-BELT, 10W30	883807	06-7300-243	M&O: SEWER PLANT	34.93
12/29/23	42986	ENVISION HEALTHCARE LLC	121823 ESTABLISHMENT OF HRA 105	40265	01-6000-131	EMPLOYEE HEALTH INSURANCE	825.00
12/29/23	42987	FRONTIER	120623 ACCT#815-756-2558-090623-5	120623-PD	01-6200-314	TELEPHONE	106.04
12/29/23	42988	FRONTIER	120623 ACCT#815-756-3030-090623-5	120623-TOW	01-6000-314	TELEPHONE	240.46
12/29/23	42989	FRONTIER	120623 ACCT#217-021-0061-122818-5	120623-WAT	06-7300-314	TELEPHONE	61.79
12/29/23	42989	FRONTIER	120623 ACCT#217-021-0061-122818-5	120623-WAT	01-6000-314	TELEPHONE	96.09
12/29/23	42989	FRONTIER	120623 ACCT#217-021-0061-122818-5	120623-WAT	01-6200-314	TELEPHONE	98.53
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-6000-511	INSURANCE EXPENSE	87.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-6100-511	INSURANCE EXPENSE	97.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-6200-511	INSURANCE EXP	176.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	06-7300-511	INSURANCE EXPENSE	14.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	07-7400-511	INSURANCE EXPENSE	28.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-6300-511	INSURANCE EXP	50.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-1350	PREPAIDS	699.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-1350	PREPAIDS	772.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-1350	PREPAIDS	1,404.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	06-1350	PREPAID INSURANCE	113.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	07-1350	PREPAID INSURANCE	225.00
12/29/23	42990	MARSH & MCLENNAN AGENCY	121423 RENEWAL-CRIME POLICY	251202	01-1350	PREPAIDS	400.00
12/29/23	42991	MENARDS	112923 METAL CUT-OFF, 110W T12 42	3945	06-7300-243	M&O: SEWER PLANT	117.72
12/29/23	42991	MENARDS	113023 SUCTION HOSE ASSEMBLY, L	4014	06-7300-243	M&O: SEWER PLANT	624.82
12/29/23	42991	MENARDS	113023 POWER SUPPLY CORD	4038	06-7300-243	M&O: SEWER PLANT	23.97
12/29/23	42991	MENARDS	120123 INT PAINT, IN/EX PAINT, ROLLE	4078	01-6100-351	OFFICE EQUIP & MAINT	557.25
12/29/23	42991	MENARDS	120523 GREEN CORD	4383	01-6100-226	TOOLS AND HARDWARE	19.96

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
12/29/23	42991	MENARDS	120623 CARBON SNOWBRUSH	4468	01-6300-241	VEHICLE & EQUIPMENT MAINT.	10.99
12/29/23	42991	MENARDS	121123 SIMPLE GREEN, PWR GRAB, S	4744	06-7300-243	M&O: SEWER PLANT	52.31
12/29/23	42991	MENARDS	121323 BOUNTY	4864	01-6200-312	OFFICE SUPPLIES	17.94
12/29/23	42991	MENARDS	121323 VINYL TUBING, FUNNEL, COU	4868	06-7300-243	M&O: SEWER PLANT	59.52
12/29/23	42992	MERRY MAIDS	121223 CLEANING-PD	121223-1	01-6200-242	M&O: OFFICE	324.00
12/29/23	42992	MERRY MAIDS	121223 CLEANING-TOWN HALL	121223-TH	01-6100-242	TOWN HALL MAINTENANCE	186.00
12/29/23	42993	NCPERS GROUP LIFE INS	120123 LIFE INSURANCE PREMIUM-1/	6231012024	01-2130	LIFE INSURANCE WITHHELD	112.00
12/29/23	42994	NICOR	121423 250 S HALWOOD ST	121423	01-6100-316	UTILITIES	694.19
12/29/23	42994	NICOR	121423 156 E NORTH AVE	121423	06-7300-221	UTILITIES	193.88
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	01-6000-313	POSTAGE	1.31
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	01-6300-351	OFFICE EXPENSE	20.32
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	01-6000-313	POSTAGE	1.31
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	01-6000-313	POSTAGE	132.38
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	01-6200-313	POSTAGE	62.91
12/29/23	42995	PITNEY BOWES PURCHASE PO	121423 POSTAGE	121423	07-7400-311	OFFICE EXPENSE	32.77
12/29/23	42996	PRINCIPAL LIFE INSURANCE C	121823 ACCT. 1048895-10001	121823	01-2100	HEALTH INS WITHHELD	255.52
12/29/23	42997	REVERE ELECTRIC SUPPLY	113023 TYPE LED RETROFIT ASSEMB	S5018785.00	01-6100-218	MAINTENANCE - STREET LIGHTS	2,373.75
12/29/23	42998	SHELL ENERGY SOLUTIONS N	112823 METER AT IRR RIG	NE00000001	06-7300-221	UTILITIES	6.25
12/29/23	42999	SUN LIFE ASSURANCE COMPA	121423 DENTAL-JAN 2024	121423	01-2100	HEALTH INS WITHHELD	515.37
12/29/23	43000	SUPERIOR ASPHALT MATERIAL	120623 UPM 3/8	20231876	01-6100-224	STREET REPAIR MATERIALS	1,109.51
12/29/23	43001	UNIFORM DEN EAST, INC.	121323 UNIFORM-CHIEF DARGIS	89647	01-6200-198	UNIFORMS	168.56
12/29/23	43002	VERIZON WIRELESS	120123 MOBILE BROADBAND SERVIC	9950647167	01-6000-314	TELEPHONE	83.36
12/29/23	43002	VERIZON WIRELESS	120123 MOBILE BROADBAND SERVIC	9950647167	01-6300-314	TELEPHONE	185.28
12/29/23	43002	VERIZON WIRELESS	120123 MOBILE BROADBAND SERVIC	9950647167	07-7400-314	TELEPHONE	114.16
12/29/23	43002	VERIZON WIRELESS	120123 MOBILE BROADBAND SERVIC	9950647167	06-7300-314	TELEPHONE	69.24
12/29/23	43002	VERIZON WIRELESS	120123 MOBILE BROADBAND SERVIC	9950647167	01-6100-314	TELEPHONE	228.37
12/29/23	43003	WELLS FARGO FINANCIAL LEA	120823 VERSALINK	5027836550	01-6000-351	OFFICE EQUIP & MAINT	131.85
12/29/23	43004	WEX BANK	121523 GASOLINE-PD	93839546	01-6200-371	GAS & PETROLEUM	1,106.10
12/29/23	43004	WEX BANK	121523 SERVICE-PD	93839546	01-6200-241	VEHICLE MAINTENANCE	59.00
12/29/23	43004	WEX BANK	121523 GASOLINE-PW	93839546	01-6100-371	FUEL	221.02
12/29/23	43004	WEX BANK	121523 GASOLINE-ENGINEERING	93839546	01-6300-371	GASOLINE	214.80
12/29/23	43004	WEX BANK	121523 GASOLINE-SEWER	93839546	06-7300-371	GAS & PETROLEUM	234.26
12/29/23	43004	WEX BANK	121523 GASOLINE-WATER	93839546	07-7400-371	GAS & PETROLEUM	546.61
12/31/23	4807	AMAZON CAPITAL SERVICES	112923 LAMINATING POUCHES, BATT	112-3333538	01-6000-312	OFFICE SUPPLIES	21.71
12/31/23	4808	BEST BUY - DEKALB	120423 SLIM AVR 80L 2 USB	120423	01-6000-351	OFFICE EQUIP & MAINT	291.56
12/31/23	4809	DIVERSIFIED BENEFIT SERVIC	120823 105-HRA REIMBURSEMENT	120823	01-6000-131	EMPLOYEE HEALTH INSURANCE	1,502.21
12/31/23	4810	HYVEE	121423 HOLIDAY LUNCHEON	121423	01-6000-331	TRAVEL & TRAINING	33.32
12/31/23	4811	IIMC	121923 IIMC ANNUAL CONFERENCE-C	35234	01-1350	PREPAIDS	675.00
12/31/23	4812	INTERMEDIA	120423 EXCHANGE & ARCHIVING	120423	01-6000-351	OFFICE EQUIP & MAINT	417.60

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
12/31/23	4813	LALA'S BAGELS	121423 HOLIDAY LUNCHEON	121423	01-6000-331	TRAVEL & TRAINING	50.48
12/31/23	4814	MICROSOFT ONLINE	121123 OLD EMAIL SERVICE-ALL BUT	E0200Q0890	01-6000-351	OFFICE EQUIP & MAINT	1,824.00
12/31/23	4815	RESOURCE BANK NA	121123 STOP PAYMENT-SUBURBAN TI	116216284	01-6000-591	MISC EXPENSE	35.00
12/31/23	4816	SYCAMORE TOM & JERRY'S	121523 HOLIDAY LUNCHEON	126758	01-6000-331	TRAVEL & TRAINING	240.10
12/31/23	4817	WALMART - DEKALB	121423 HOLIDAY LUNCHEON	121423	01-6000-331	TRAVEL & TRAINING	153.83
12/31/23	4817	WALMART - DEKALB	121423 HOLIDAY LUNCHEON	121423	01-6000-312	OFFICE SUPPLIES	19.96
12/31/23	4818	AMAZON CAPITAL SERVICES	112923 LITHIUM BATTERIES	112-5068457	01-6000-312	OFFICE SUPPLIES	7.49
12/31/23	4819	DIVERSIFIED BENEFIT SERVIC	121523 105-HRA REIMBURSEMENT	121523	01-6000-131	EMPLOYEE HEALTH INSURANCE	691.64
12/31/23	4820	MICROSOFT ONLINE	121123 DESKTOP LICENSES	E0200Q0BF1	01-6000-321	DUES & SUBSCRIPTIONS	107.25
12/31/23	4821	AMAZON CAPITAL SERVICES	120523 LABELS	112-9938609	01-6300-312	OFFICE SUPPLIES	45.80
12/31/23	4822	DIVERSIFIED BENEFIT SERVIC	122923 105-HRA REIMBURSEMENT	122923	01-6000-131	EMPLOYEE HEALTH INSURANCE	604.00
12/31/23	4823	ADOBE EXPORT PDF	122923 ACROBAT PRO	2642634996	01-6200-351	OFFICE EQUIP & MAINT	21.24
12/31/23	4824	BACKBLAZE	122623 CLOUD STORAGE	122623	01-6000-351	OFFICE EQUIP & MAINT	.91
12/31/23	999999	HUMANA INSURANCE CO	111923 HEALTH INS. PREMIUMS-DEC	981752027	01-2100	HEALTH INS WITHHELD	14,823.12
Total 12/23:							316,569.22
Grand Totals:							316,569.22

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

RESOLUTION 2024-XX**A RESOLUTION AUTHORIZING THE DESTRUCTION OF
AUDIO RECORDING OF CLOSED SESSION MINUTES**

WHEREAS, the Open Meetings Act requires governmental bodies to audio or video record their closed meetings; and

WHEREAS, this governmental body has complied with that requirement; and

WHEREAS, the Open Meetings Act permits governmental bodies to destroy the verbatim record of closed meetings without notification to or the approval of a Records Commission or the State Archivist not less than eighteen (18) months after the completion of the meeting recorded, but only after:

1. It approves the destruction of a particular recording; and
2. Approves the written minutes of the closed meeting; and

WHEREAS, for the verbatim record by tape of the meetings set forth in paragraph 1 of this Resolution, at least eighteen (18) months have passed since the completion of those meetings, and this governmental body has approved written minutes for each of the meetings or portions of meetings set forth in paragraph 1; and

WHEREAS, this governmental body may order the destruction of the verbatim record even if it continues to withhold the approved written minutes of the closed session until some later period of time;

NOW THEREFORE BE IT RESOLVED by the Mayor and the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, as follows:

1. Based upon the statements made within the preamble to this resolution, the Board of Trustees of the Town of Cortland hereby orders the destruction of the verbatim record being an audio tape of the following executive session meetings as listed in Exhibit A.
2. This Resolution shall be in full force and effective immediately upon its passage.

PASSED by the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, at its regular Board meeting held on February 26, 2024.

Ayes:

Nays:

Absent:

APPROVED by the Mayor on the 26th day of February 2024.

(SEAL)

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk

EXHIBIT A

Item 2.

Town of Cortland Board of Trustees Meeting Dates, Closed Session Tapes:

August 08, 2022

**TOWN OF CORTLAND
PARK SHELTER USE APPLICATION AND AGREEMENT
TERMS AND CONDITIONS**

This is an agreement between the Town of Cortland and the "Responsible Party" for the use of the Park Shelter located at either:

**Cortland Community Park Hetchler Community Park
Suppeland Community Park**

A Resident of the Town of Cortland, 21 years of age or older, may complete and sign this Park Shelter Use Application and Agreement for reservation and use of the park shelter located at one of the aforementioned park locations.

Responsible Party: National Multiple Sclerosis Society

Home Address: 525 W Monroe St Suite 1510, Chicago, IL 60661 **Phone:** 703-350-5175

Facility Requested: Cortland Community Park Pavilion

Date Requested: June 22, 2024 **Time:** 7 am - 2 pm

Type of Event/Activity: Bike Fundriaser **Number of Invited Guests:** 500

Are you requesting consideration by the Town of Cortland Special Events Committee to possess and consume alcoholic beverages at this event? A \$250.00 Security Deposit is required when you submit this completed Park Shelter Use Application and Agreement. This Application and Agreement must be submitted no later than 14 business days prior to your event. If you are approved to possess and consume alcoholic beverages at your event a copy of your Insurance Policy and Certificate of Insurance for your event must be submitted 5 business days prior to your event.

GENERAL POLICIES AND RULES FOR USE OF PARK SHELTERS

Failure to abide by these Policies and Rules will result in the termination of the event and revocation of your Security Deposit.

- If you indicated there will be no alcoholic beverages being possessed or consumed at your event, and it is found to be untrue, you will forfeit your Security Deposit and be evicted from the park.
- The Responsible Party is responsible for disclosing the intended use of the Park Shelter. Automatic revocation and forfeiture of your Security Deposit will occur in the event that the information provided to the Town of Cortland is found to be false.
- The Responsible Party shall not assign or sub-lease any portion of the premise to another group or person.

- Groups without a Not-For-Profit status are prohibited from using the Park of Park Shelter for the purpose of solicitation, profit making or monetary gain. An Admission Fee is not allowed to be charged. Only non-profit 501c3 organizations are eligible to host fund raising events.
- The Responsible Party must be present during the entire rental time and is responsible for providing supervision during the use of the shelter and shall not permit any unlawful acts or breaches of public peace.
- All activities at the park must terminate at sunset.
- The Responsible Party is financially responsible for damages to Town of Cortland property and facilities incurred during or as a result of the event.
- Activities should not unreasonably interfere in any way with other park patrons or adjacent property owners.
- The Park Shelter must be used in a safe and careful manner, with care taken not to deface, mar, damage, or in any way alter the facility.
- Disc Jockeys, Live Bands, Inflatable Rides/Attractions, Canopies/Tents, are NOT permitted in the Park with this Park Shelter Use Agreement. You may make arrangements for portable toilets to be used by your guests at your expense.
- Music or amplified sound must be kept at a level so as not to interfere with other users of the Park or nearby residents.
- All vehicles are to be legally parked in the street or designated parking areas. Parking on the grass in the Park is prohibited. Consideration and courtesy for the neighbors surrounding our Parks is important and expected.
- The Cortland Police Department will monitor the event to ensure compliance with these rules and policies and enforce local ordinances and state laws. They should be contacted by the Responsible Party should assistance be needed in providing security or safety during the event.

FOOD

- If your event is being professionally catered, the Responsible Party is responsible for compliance with all DeKalb County Health Department regulations and permitting. Picnic type food and barbecuing, provided by the Responsible Party is allowed in appropriate devices designed for that intent. Bonfires of any type or size are not allowed.

ALCOHOLIC BEVERAGES

- Chapter 2 Section 7-2-4Q of the Cortland Town Code prohibits alcoholic beverages from being sold, possessed, or consumed in parks within the Town of Cortland. However, exemption to this Town Ordinance may be granted by the Town of Cortland Special Events Committee. That exemption would allow persons of at least 21 years of age, which are invited guests of an organized community function, be allowed to possess and consume alcoholic beverages. That possession and consumption would only be allowed in the Park Shelter. THE RESPONSIBLE PARTY IS RESPONSIBLE FOR REQUESTING CONSIDERATION BY THE SPECIAL EVENTS COMMITTEE FOR EXEMPTION FROM THIS ORDINANCE. THE RESPONSIBLE PARTY IS ALSO RESPONSIBLE FOR OBTAINING A CERTIFICATE OF INSURANCE NAMING THE TOWN OF CORTLAND AS AN ADDITIONAL INSURED PRIOR TO THE EVENT. The insurance must be in the amount of \$1,000,000 for Liability and \$1,000,000 for Property Damage.
- All signs, their size and locations, are to be in compliance with Town Code and must be approved prior to the event.

- The shelter area, inside and outside, should be left in equal or better condition than it was found. If the shelter is found otherwise, the Town of Cortland reserves the right to retain all or portion of the Security Deposit. Damages in excess of the \$250.00 Security Deposit will be billed to the Responsible Party.
- The Town of Cortland is not responsible for weather conditions. If this scheduled event is rained out, the Responsible Party may contact the Cortland Town Hall within 72 hours after the event to reschedule (based on availability) or request return of the \$250.00 Security Deposit.
- Cancellations must be made by the Responsible Party at least 14 days prior to the scheduled event and the Responsible Party will receive full return of the \$250.00 Security Deposit. No refund will be allowed if cancelled less than 14 days prior to the scheduled event.

HOLD HARMLESS AGREEMENT

The Town of Cortland does not assume any liability for property lost or stolen on the premises during the use of the Park Shelter. The Responsible Party hereby agrees to assume the full risk of any injuries, damages or loss, regardless of severity, that the guests of the Responsible Party may sustain as a result of this Park Shelter Use Agreement. The Responsible Party further agrees to waive and release the Town of Cortland from any and all losses, claims, suits, or judgments or damages that the Responsible Party or his guests might sustain as a result of any and all activities connected with or associated with this Park Shelter Use Agreement.

The Responsible Party agrees to pay the costs, including reasonable attorney fees incurred in any action to enforce the terms of this agreement.

This agreement has been signed this 2nd day of February 2024

Responsible Party: Chris Haynes

Mayor: _____
Town of Cortland

Security Deposit Received: \$ _____

Received by: _____

Date: _____

PRELIMINARY EVENT CHECKLIST
GENERAL INFORMATION GATHERING

Event Name: Bike MS Tour de Farms
 Event Date(s) June 22, 2024
 Event Location Cortland Community Park Pavillion
 Event Duration 7 am - 4 pm 1 DAY
 Date of Board approval _____
 Point of Contact CHRIS HAYNES Phone No. 203-350-5175

Purpose and outcome:

Type of vendors anticipated?

N/A

Number of volunteers needed and assignments anticipated?

5 - NMSS Volunteers

Public Works level of involvement? Dates/times work for the department? Y / N

N/A

Police Department level of involvement? Dates/times work for the department? Y / N

N/A

Special needs to be considered.

N/A



--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

TOWN OF CORTLAND

370993176

Sold-To: Address

59 S SOMONAUK RD, CORTLAND, IL, 60112-4070, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

Julie Abraham

8157569041

0016984505

Bill-To: Address

PO BOX 519, CORTLAND, IL, 60112-0519, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

Cheryl Aldis

(815) 756-9041

0017439373

townclerk@cortlandil.org

Ship-To: Address

59 S SOMONAUK RD, CORTLAND, IL, 60112-4070, US

Ship-To: Contact Name

Ship-To: Contact Phone #

Ship-To: Account #

Julie Abraham

8157569041

0016984505

PO

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROC SERIES4	SendPro C Series - Version 4
1	1FXA	Interface to InView Dashboard
1	7H00	C Series IMI Meter
1	8H00	C Series IMI Base
1	APAC	Connect+ Accounting Weight Break Reports
1	APAX	Cost Acctg Accounts Level (100)
1	APKN	Account List Import/Export
1	C425	SendPro C425
1	CAAB	Basic Cost Accounting
	F90I	Basic Installation and Training
1	HZ80001	SendPro C Series Drop Stacker
1	ME1A	Meter Equipment - C Series
1	MP81	C Series Integrated Scale
1	PAB1	C Series Premium App Bundle

1	PTJ1	SendPro Online-PitneyShip
1	PTJA	SPO-PitneyShip Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	SJS1	C200 SoftGuard
1	SPCRK	Return Kit for SendPro C Series
1	STDsla	Standard SLA-Equipment Service Agreement (for SendPro C Series - Version 4)
1	ZH24	Manual Weight Entry
1	ZH27	HZ02 65 LPM Speed
1	ZHC425	SendPro C425 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHD7	E Conf Services for Metered LTR, BDL
1	ZHWL	5lb/3kg Weighing Option for MP81

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 63.40	\$ 190.20

*Does not include any applicable sales, use, or property taxes which will be billed separately.
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.

- () Tax Exempt Certificate Attached
 () Tax Exempt Certificate Not Required
 () Purchase Power® transaction fees included
 (X) Purchase Power® transaction fees extra

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If software is included in the Order, additional terms apply which are either (i) included in your State's contract which is available at <http://www.pb.com/states> or (ii) available by clicking on the hyperlink for that software located at https://www.naspovaluepoint.org/search/?term=pitney+bowes&page_ref=contractors. Those additional terms are incorporated by reference.

NASPO VALUEPOINT CTR058808: 23-510CPOGS-CPOGS-R-143571

State/Entity's Contract#



Lessee Signature

Cheryl Aldis

Print Name

Town Clerk

Title

2-2-24

Date

townclerk@cotlandil.org

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

Cynthia Volpe

cynthia.volpe@pb.com

Account Rep Name

Email Address

PBGFS Acceptance



Catalis
3025 Windward Plaza, Suite 200
Alpharetta, GA 30005

No.: 0068Z00001cc0JQQAY
Order Form Date: January 24, 2024

ORDER FORM

CUSTOMER INFORMATION

Customer: Town of Cortland, IL Address: 59 S Somonauk Road
Contact Name: Cheryl Aldis PO Box 519
Email Address: townclerk@cortlandil.org Cortland, IL 60112
Phone: 815-756-3030

Billing Contact: Cheryl Aldis ACH: ☒
Billing Email: townclerk@cortlandil.org PO Required: ☐
Billing Phone: 815-756-3030 Tax Exempt: ☒

Catalis Representative: Jackie Pankau-Daniels, jackie.pankau-daniels@catalisgov.com, 203-816-6547

SUBSCRIPTION TERM

Subscription Start Date: March 1, 2024
Subscription End Date: February 28, 2025
Auto-Renewal: Yes (Annual)
The Initial Term of the Subscription shall begin on the Subscription start date and will continue for 1 year.

PRICING

1. Fee Summary

Software Subscription Fees for Year 1 Total: \$1,125.00
Fee details for these totals are in the tables below.

2. Software Subscription Fees

	Year 1
Website Management	\$1,125.00
Total Subscription Fees	\$1,125.00

- 2.1. Year 1 Software Subscription Fees shall be billed upon the Subscription Start Date.
2.2. Future Year Software Subscription Fees shall be billed annually in advance.

3. Additional Services

Future Professional Services, customizations, modifications, or integrations can be provided at a current year hourly services rate. Any additional work requested will require a Professional Services Work Order.

Vendor # _____
Account # 01-6000-35
Approved by: [Signature]



Catalis
3025 Windward Plaza, Suite 200
Alpharetta, GA 30005

No.: 0068Z00001cc0JQQAY
Order Form Date: January 24, 2024

TERMS AND CONDITIONS

The Agreement is dated effective and shall be considered binding upon execution ("Effective Date") by and between Customer and Licensor.

The Agreement incorporates by reference the following, in order of precedence:

This Order Form

The Master Software Subscription and Services Agreement

<https://catalisgov.com/master-software-subscription-and-services-agreement/>

Exhibit A: Software Description and Scope of Use

General Notes:

1. Capitalized terms used herein but not defined in this Order Form have the meanings given to them in the Master Software Subscription and Services Agreement.
2. The Parties agree to keep all aspects of this agreement confidential to the extent permitted by law.
3. Pricing and/or terms are subject to change if the Order Form is not signed within sixty (60) days of the Order Form Date.
4. The Pricing listed above is estimated based on the information available to Catalis at the time of the making of this Order Form. Following adoption of this Order Form, changes shall be memorialized with a written Amendment, without regard to whether the change affects costs, and shall be approved in writing by Catalis and the Customer. If the Amendment impacts cost to one or more Parties, an estimate of the cost impact shall be included in the written Amendment.
5. Any Recurring Fees will increase annually by the greater of six percent (6%) or the increase in the CPI for the prior calendar year (as reflected in the pricing table(s) above).
6. Invoices shall be due and payable within thirty (30) days following invoice by Catalis.

ACCEPTANCE

By signing below, I represent that I am validly authorized to enter into this Order Form and related Agreement and accept their terms and conditions.

Effective Date: _____

TOWN OF CORTLAND:

By: Cheryl Aldis
Name: Cheryl (Cookie) Aldis
Title: Town Clerk
Date: 2-5-2024

CATALIS PUBLIC WORKS & CITIZEN ENGAGEMENT, LLC:

By: _____
Name: Teresa Yeager
Title: _____
Date: _____

EXHIBIT A: SOFTWARE DESCRIPTION AND SCOPE OF USE

This Exhibit provides a description of the Software Services being offered; however, it is understood that detailed Functional Specifications will also be available in separate Documentation provided for guidance on product functionality and usage.

WEBSITE SUBSCRIPTION INCLUDES:	
Nightly Backups	Inc.
Content Management Software and Maintenance	Inc.
SSO	Inc.
Administrator Dashboard	Inc.
Automatic Feature Updates	Inc.
Accessibility Development	Inc.
Responsive Designs	Inc.
AWS North America Hosting	Inc.
SSL Certificates	Inc.
5 hours paid Support (no annual rollover)	Inc.

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: CRAFT AND VENDOR FAIR (sponsored by Cortland Lions Club #524)
Event Date(s) May 17 &18, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 7:00 a.m. - 7:00 p.m. both days
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Each year the Cortland Lions Club has held a Craft & Vendor show in conjunction with the townwide garage sales. We anticipate having vendor booths both inside the Lions Den as well as in Cortland Community Park surrounding the Lions Den.

Type of vendors anticipated?

Local vendors of craft and household products.

Number of volunteers needed and assignments anticipated?

All volunteers for management of the event will be provided by the Cortland Lions Club.

Public Works level of involvement? Dates/times work for the department? Y / N

No special preparations or follow up are needed by the public works department.

Police Department level of involvement? Dates/times work for the department? Y / N

We do not anticipate any necessity for police presence. We always encourage the Cortland Police Department to make a presence if available.

Special needs to be considered.

None required

PRELIMINARY EVENT CHECKLIST
GENERAL INFORMATION GATHERING

Item 7.

Event Name: EASTER EGG HUNT (sponsored by Cortland Lions Club #524)
Event Date(s) March 29, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 3:00 p.m. - 9:00 p.m.
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Each year the Cortland Lions Club holds an Easter Egg hunt for the children in Cortland. Easter eggs will be spread throughout the park for different age groups.

Type of vendors anticipated?

No outside vendors. The Lions Club will have food, drinks and novelty items available.

Number of volunteers needed and assignments anticipated?

All volunteers for management of the event will be provided by the Cortland Lions Club.

Public Works level of involvement? Dates/times work for the department? Y / N

No special preparations or follow up are needed by the public works department.

Police Department level of involvement? Dates/times work for the department? Y / N

We do not anticipate any necessity for police presence. We always encourage the Cortland Police Department to make a presence if available.

Special needs to be considered.

None required

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: Annual Town Parade (sponsored by Cortland Lions Club #524)
Event Date(s) October 13, 2024
Event Location Throughout Town and Cortland Community Park.
Event Duration 10:00 a.m. – 4:00 p.m.
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Annual Parade

Type of vendors anticipated?

Various local organizations and companies with performances, floats, cars, etc.
The Cortland Lions Club will provide a meal for all participants.

Number of volunteers needed and assignments anticipated?

This is one of our largest and busiest events. While the Lions work to make sure all required positions are filled, we encourage the town board and administration to volunteer during the event.

Public Works level of involvement? Dates/times work for the department? Y / N

We will work with Public works as we have in the past. Areas to coordinate include road closures and barricades along route. If any arrangements required with the railroad company.

Police Department level of involvement? Dates/times work for the department? Y / N

Police are encouraged to participate in the parade. Police presence will also be needed at key intersections throughout the parade route. We also request that the Police Department coordinate with the DeKalb County Sheriff's Auxiliary for assistance as well.

Special needs to be considered.

The parade and festival committee will coordinate any needs with Town Hall or town Departments as they arise.

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: SOCK HOP / CAR SHOW (sponsored by Cortland Lions Club #524)
Event Date(s) September 14, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 9:00 a.m. - 12:00 midnight
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

We will be bringing back our Sock Hop in 2024. We plan on partnering with the Lions of Illinois Foundation to host their annual Roar-In' Charity Car Show alongside the event. The car show will be primarily in the baseball field at the park, and the dance in the Lions Den and the park area directly to the east of the den.

Type of vendors anticipated?

The Lions will have food and drink available as well as novelty items.

Number of volunteers needed and assignments anticipated?

All volunteers for management of the event will be provided by the Cortland Lions Club.

Public Works level of involvement? Dates/times work for the department? Y / N

Supplemental power supply may be required from the town.

The Lions Club will coordinate with public works if necessary.

Police Department level of involvement? Dates/times work for the department? Y / N

We do not anticipate any necessity for police presence. We always encourage the Cortland Police Department to make a presence if available.

Special needs to be considered.

None required

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: SummerFest (sponsored by Cortland Lions Club #524)
Event Date(s) August 9 & 10, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 4:00 p.m. – 12:00 a.m. Friday, 12:00 noon – 12:00 a.m. Saturday 8/10
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Annual festival in town. Live music, food vendors, craft vendors, games, etc.

Type of vendors anticipated?

Food, novelties, crafts, etc. Details to follow.

Number of volunteers needed and assignments anticipated?

This is our largest and busiest event. While the Lions work to make sure all required positions are filled, we encourage the town board and administration to volunteer during the event.

Public Works level of involvement? Dates/times work for the department? Y / N

We will work with Public works as we have in the past. Areas to coordinate include parking, lighting, power supply, portable restrooms, etc.

Police Department level of involvement? Dates/times work for the department? Y / N

Police presence is requested for the duration of the event as determined by the Chief of Police. We also request that the Police Department coordinate with the DeKalb County Sheriff's Auxiliary for assistance as well.

Special needs to be considered.

The parade and festival committee will coordinate any needs with Town Hall or town Departments as they arise.

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: TOUCH-A- TRUCK (sponsored by Cortland Lions Club #524)
Event Date(s) June 15, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 10:00 a.m. - 5:00 p.m.
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Touch-a-truck event held for local youth. Trucks and machinery will be on display for children to explore and experience.

Type of vendors anticipated?

Vehicles to be provided by local agencies (fire, police, public works) as well as local businesses (garbage trucks, buses, excavators, cranes, etc.)

Number of volunteers needed and assignments anticipated?

All volunteers for management of the event will be provided by the Cortland Lions Club.

Public Works level of involvement? Dates/times work for the department? Y / N

Public works is encouraged to participate with any vehicles or equipment they may have available. No special preparations should be required by the public works department.

Police Department level of involvement? Dates/times work for the department? Y / N

We do not anticipate any necessity for police presence. If available, the Police Department is encouraged to bring a vehicle to show in the event.

We always encourage the Cortland Police Department to make a presence at events if available.

Special needs to be considered.

None required

PRELIMINARY EVENT CHECKLIST

Item 7.

GENERAL INFORMATION GATHERING

Event Name: TRUNK-or-TREAT (sponsored by Cortland Lions Club #524)
Event Date(s) October 19, 2024
Event Location Lions Den and Cortland Community Park.
Event Duration 10:00 a.m. - 7:00 p.m.
Date of Board approval _____
Point of Contact Dan Black Phone No. (815) 751-5045

Purpose and outcome:

Annual event held in conjunction with the Mayor's office.
Residents and local businesses decorate their vehicles and provide treats for the children of the community

Type of vendors anticipated?

Residents and local businesses decorate their vehicles and provide treats for the children of the community

Number of volunteers needed and assignments anticipated?

All volunteers for management of the event will be provided by the Cortland Lions Club.

Public Works level of involvement? Dates/times work for the department? Y / N

No special preparations should be required by the public works department.

Police Department level of involvement? Dates/times work for the department? Y / N

We do not anticipate any necessity for police presence.
We always encourage the Cortland Police Department to make a presence at events if available.

Special needs to be considered.

None required

PRELIMINARY EVENT CHECKLIST

GENERAL INFORMATION GATHERING

Event Name: Cortland Library 40th Anniversary
 Event Date(s): Saturday, June 29, 2024
 Event Location: 70 S. Lansing St. - Cortland Comm. Park
 Event Duration: 10:00 (includes setup & cleanup)
 Date of Board approval: _____
 Point of Contact: Heather Black Phone No. 815.739.7739

Purpose and outcome:

To have a public celebration with games, music & activities in honor of the Cortland Library.

Type of vendors anticipated? possible food vendors

Number of volunteers needed and assignments anticipated? staff will work the event.

Public Works level of involvement? Dates/times work for the department? Y/N

Police Department level of involvement? Dates/times work for the department? Y/N

Special needs to be considered.

Proposal



Proposal Date: 2/6/2024

Valid Date: 3/6/2024

Pricing subject to increase thereafter

Proposal Submitted To:
Town of Cortland
Brandy Williams PE, PLS
815-756-9041
engineer@cortlandil.org

Work To Be Performed At:
Town of Cortland

259 W. Pine Ave. Sidewalks
220x4' - City Walk 5" Deep
Pavement Removal- 20x5' 7" Deep
Pavement Patch and Site Restoration + Prevailing Wage

Job Total: \$11,160.00

35 W Chestnut Sidewalks
200x4' - City Walk 5" Deep
Remove and Replace- 20x4' 2 ADA Stamps
Site Restoration + Prevailing Wage

Job Total: \$11,500.00

Quotation prepared by: William Olsen

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. The terms of payment and conditions printed on Page (2) hereof are hereby expressly made a part of this contract.

To accept this, sign here and return: Date: _____

GENERAL CONDITIONS

- Terms of payment shall be as follows: Payment is due thirty (30) days from the invoice date. No further work will be completed until current account is paid in full. Past due accounts will be subject to a service charge of 1 ½ % per month. The Owner and/or Acceptor agree that in the event of default by non-payment of their overdue account, that shall be liable for collection charges, including court costs and attorney fees. Construction loan payouts will be accepted, if the Lender's name, address, escrow number, and contract amount are verified prior to starting work.
- Unless previously agreed to in writing, we do not assume back charges of any, nature whatsoever.
- The signed and dated proposal must be received by Wm. Olsen and Sons, Inc. before any work will begin.
- This proposal shall remain valid for a minimum period of thirty (30) days or until the date specified on the front of this form and is subject to correction of clerical errors prior to acceptance by us.
- The Owner is to carry fire, tornado, vandalism, and other necessary insurance upon work. Wm. Olsen and Sons, Inc. will carry Workman's Compensation and Liability Insurance.
- All material is guaranteed to be as specified, and the work to be performed in accordance with the drawings and specs submitted and completed in a work like manner.
- Any alterations to or deviations from the original drawings or specifications included will be made only upon written orders and are subject to additional charges.

JOB CONDITIONS

- We are responsible for any defects in workmanship, However, we cannot be responsible for small cracks which sometimes develop in concrete and are caused by, but not limited to, settling and/or shrinking, improper or no bracing of foundation walls during the backfilling process.
- We cannot always be completely familiar with load-bearing qualities of the ground on which concrete is installed. Therefore, unless otherwise stated in the proposal we will assume the ground to be adequate and will install only the gravel bases as specified in this proposal. If support piers or extra bases are deemed necessary, we should be so notified and such additional work and materials are subject to additional charges.
- Wm. Olsen and Sons, Inc. is not responsible to evaluate soil conditions to which piers, footings or foundation walls are placed or guarantees against any cracking or settling of the same caused by under strength of bearing soil. If insufficient soil conditions are present, the mobilization and demobilization of our crews and any associated additional work would be at an additional charge.
- To insure proper placement of concrete and stone we need proper access for mix and gravel trucks. If the job site conditions do not permit sufficient access, the rental/use of conveyor/pumping equipment would be at additional charges unless specifically included in the proposal.
- We will do only normal pumping of water from excavation for footing and foundation wall work. If the water continues to enter the excavated area due to high water table, field tiles, etc. the extra pumping would incur additional charges.
- All truck access to perform our work is the responsibility of the acceptor of this proposal, if weather conditions change the access before we complete our work any tractor work or gravel to make road, would be at additional charges/
- To insure proper placement of building on lot a minimum of two (2) properly placed offset stakes must be present and top of foundation elevation hub stake must be installed on lot. Wm. Olsen and Sons, Inc. cannot be responsible for the placement of the building if the offset tolerances are below 4". We may request at your cost, your surveyor to spot the wall before any concrete is place.
- Foundation wall heights must be shown on cross section drawings, if none are shown then we cannot be held responsible for incorrect wall heights.
- Complete foundation dimensions must be shown on the foundation page of the drawings, if we have to compute or scale drawings we cannot be held responsible for any errors we might make.
- The concrete mix design we use is the best available, however sometimes there are soft rocks in the concrete mix which can absorb water, freeze during the winter months, expand and cause rock pops. This deterioration is not guaranteed or warranted.
- The application of de-icing agents or salt will cause added freezing and thawing of the concrete surface. Any surface deterioration we find caused by deicing agents or salt is not guaranteed or warranted. We strongly suggest the use of sand, especially during the first year of its placement.
- We will clean the streets of mud from our trucks or redi-mix trucks if the job is on a busy street and enforced by local government. This will be completed once at the end of the work task. If cleanup is required after every trucks leaves, this would be at an additional charges.
- Placement of concrete during winter months will require frost protection which we can supply at an additional cost unless specifically included in the proposal.
- While the use of straw and thermal blankets usually keeps the concrete from freezing, we do not guarantee or warranty any frozen concrete. Wm. Olsen and Sons, Inc. is not responsible for any damage due to heaving or settling of piers, footings, foundation walls or flatwork caused by frost.
- Wm. Olsen and Sons, Inc. are not responsible for vandalism, marks or graffiti placed on soft concrete. This is a criminal act and should be reported to the local authorities. If any repairs are deemed necessary, it would be at an additional charge.



Town of Cortland

Agenda Request

Item 10.

(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: 02/22/24

FOR MEETING ON: 02/26/24

DESCRIPTION/TITLE: AUTHORIZATION OF DEKALB COUNTY COMMUNITY FOUNDATION IMPLEMENTATION GRANT – LOVES ROAD PEDESTRIAN PATH

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION TO UTILIZE GRANT FUNDS FOR THE LOVES ROAD PEDESTRIAN PATH MATERIAL COSTS. (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE USE OF FUNDS FOR THE PROJECT.

STATEMENT OF SUMMARY: THE TOWN HAS APPLIED FOR A DEKALB COUNTY COMMUNITY FOUNDATION IMPLEMENTATION GRANT IN THE AMOUNT OF \$20,000 TO OFFSET MATERIAL COSTS OF THE LOVES ROAD PEDESTRIAN PATH. MINUTES OF BOARD APPROVAL IS REQUIRED TO FINALIZE THE GRANT.

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: BCW

Approved by:

Date

f:\engineering and zoning\2024\board reports\022624 board meeting\agenda request - authorization of dekalb county community foundation implementation grant funds.doc

ORDINANCE NO. 2024-XX

AN ORDANINANCE AMENDING TITLE 8 OF THE CORTLAND TOWN CODE

(BUILDING PERMIT FEES)

WHEARAS, the Town of Cortland (the "town") has adopted a Town Code in accordance with the provisions of Illinois Compiled Statutes and has from time to time amended said Town Code in response to changing technology, business and development practices, custom, lifestyle choices and community standards and needs.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF CORTLAND, DEKALB COUNTY, ILLINOIS AS FOLLOWS:

SECTION ONE: Title 8, Building Regulations. of the Town Code be, and it is, hereby amended by adding 8-1-5-C.

SECTION TWO: That Title 8, Building Regulations, of the Town Code be, and it is, hereby amended by adding section 8-1-5-c to be read as provided below.

Section 8-1-5-C

Miscellaneous Fees:

a. Town Public Works Building Fund.	\$ 504.63
b. Town Police Facility Fund.	\$ 402.78
c. Town Emergency Warning Siren Fund	\$ 11.57
d. Town Hall Building Fund	\$ 379.63
e. Town Library Building Fund	\$ 659.72
f. Town Fire Dept Building Fund	\$ 436.10
g. Town Capital Fund	\$

SECTION THREE: The various provisions of this Ordinance are to be considered as severable, and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION FOUR: All ordinances, or parts of ordinances in conflict or inconsistent with this Ordinance shall be repealed to the extent of any such conflict or inconsistency.

SECTION FIVE: That this ordinance shall be in full force and effect from and after its passage as provided by law, and pursuant to 65 ILCS 5/1-2-4 of the Illinois Compiled Statutes, this written and foregoing Ordinances published by authority of the corporate authorities and said Town of Cortland in the within pamphlet form on this date and photo copy of this within Ordinance is deemed in such pamphlet form.

APPROVED:

ATTEST:

 MARK PETROWSKI, Mayor

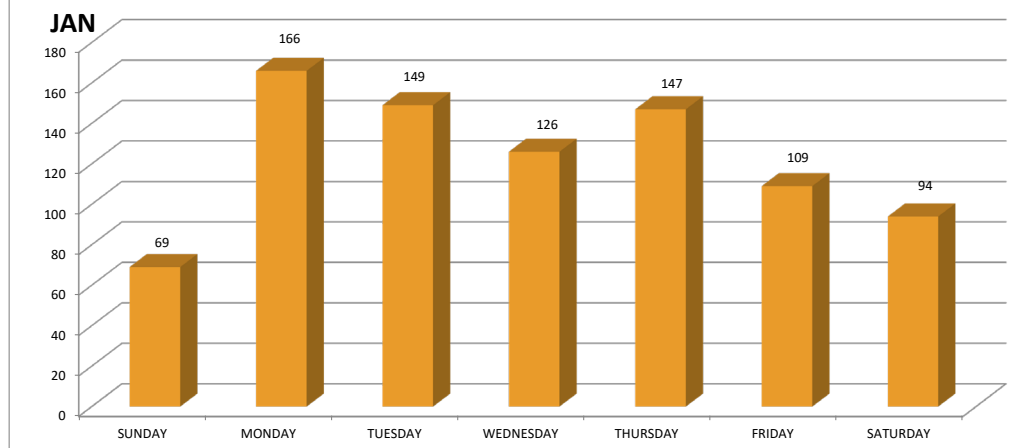
 CHERYL ALDIS, Town Clerk

CORTLAND POLICE DEPARTMENT 2024

SUMMARY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Group A Offenses (NIBRS)	11	0	0	0	0	0	0	0	0	0	0	0	11
Mental Health Calls (NIBRS)	1	0	0	0	0	0	0	0	0	0	0	0	1
Community Contacts	42	0	0	0	0	0	0	0	0	0	0	0	42
Drug Offenses	1	0	0	0	0	0	0	0	0	0	0	0	1
Alcohol Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Offenses	1	0	0	0	0	0	0	0	0	0	0	0	1
Municipal Code	28	0	0	0	0	0	0	0	0	0	0	0	28
Traffic Stops	10	0	0	0	0	0	0	0	0	0	0	0	10
Warnings	9	0	0	0	0	0	0	0	0	0	0	0	9
Tickets Issued	7	0	0	0	0	0	0	0	0	0	0	0	7
Accidents	4	0	0	0	0	0	0	0	0	0	0	0	4
Criminal Arrests	7	0	0	0	0	0	0	0	0	0	0	0	7
*Warrant Arrests (# also included in Criminal Arrests)	2	0	0	0	0	0	0	0	0	0	0	0	2
Calls For Service	150	0	0	0	0	0	0	0	0	0	0	0	150
CAD Events	710	0	0	0	0	0	0	0	0	0	0	0	710
Case Reports	69	0	0	0	0	0	0	0	0	0	0	0	69
Parking Tickets	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,052	0	0	0	0	0	0	0	0	0	0	0	1,052

SPECIAL SERVICES FOR JAN 2024

ASSIST OTHER AGENCIES	10
ASSIST MOTORISTS	05
KEYS IN CAR	03
HOUSE/BUSINESS CHECK	108
EXTRA PATROL	239
FOOT PATROL	00
SCHOOL PATROL	16
STATIONARY PATROL	105
CONCENTRATED PATROL	27
COMMUNITY CONTACT	42



SQUAD CAR MILEAGE as of January 2024

VEHICLE	YEAR	MILES
Ford Explorer	2021	17452
Ford Explorer	2017	116922
Ford Taurus	2018	59739
Ford Taurus	2019	37632
Chevy Tahoe	2020	39929

SQUAD CAR EXPENSES

(01-6200-241)

Exxon Mobil Car wash	\$0
Napa Auto	\$21.49
Communications Direct	\$226.65

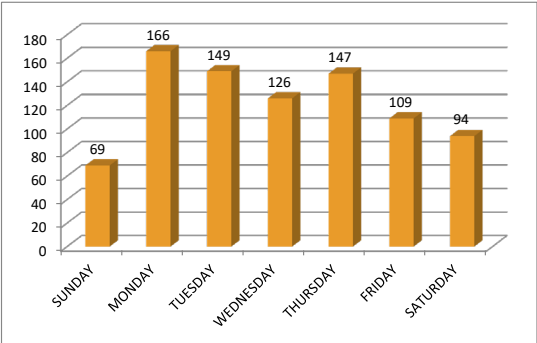
THRU JANUARY 2024

SUMMARY	DAVENPORT T 9726	DARGIS 971	HARRIS 974	RYDER 976	HOPKINS 979	SAWYER 977	SCHAIBL E 978	VANWANKU M 972	TOTAL
Case Reports	0	0	37	0	8	15	7	0	67
Community Contacts	0	1	10	1	21	6	3	0	42
Warnings	0	0	0	0	0	0	0	0	0
Tickets Issued	0	0	0	0	0	0	0	0	0
Accidents	0	0	0	0	0	0	0	0	0
Criminal Arrests	0	0	0	0	0	0	0	0	0
Total Calls	0	17	226	19	159	291	116	20	848
Traffic Stops	0	0	1	1	0	7	1	0	10
Self Initiated	0	8	199	16	120	255	91	13	702
Parking Tickets	0	0	0	0	0	0	0	0	0
Total	0	26	473	37	308	574	218	33	1669

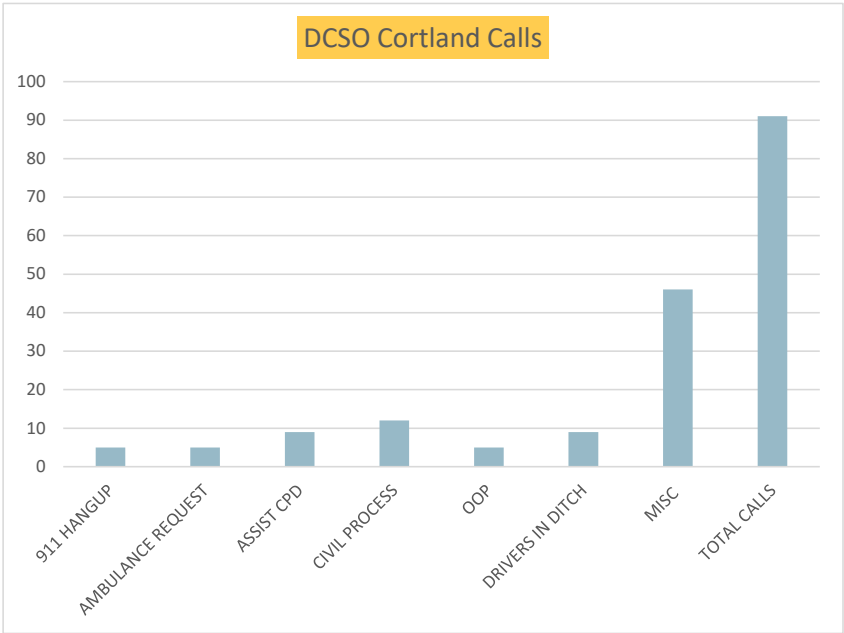


JANUARY	
SUNDAY	69
MONDAY	166
TUESDAY	149
WEDNESD.	126
THURSDAY	147
FRIDAY	109
SATURDAY	94

860



COUNTY CALLS AFTER HOURS							
911 HANGUP	AMBULA NCE REQUEST	ASSIST CPD	CIVIL PROCESS	OOP	DRIVERS IN DITCH	MISC	TOTAL CALLS
5	5	9	12	5	9	46	91



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Public Works Department Monthly Report December 2023

Listed below is a summary of the activities of the Public Works Department for December 2023

STREETS, PROPERTIES, AND STORM SEWER

- Patched potholes as needed.
- Curbside leaf pick up.
- Installed signage for Ped path extension.
- Cleaned and winterized the leaf vac.
- Replaced torn flags at all Town locations.
- Installed snow fence at usual locations in Town.
- Installed new lighting and painted the wash bay.
- Installed the new power washer in the wash bay.

SNOWPLOWING AND SALTING

- 46 miles were driven during events in December.
- 18 Tons of salt were used in events in December.

EQUIPMENT/VEHICLE MAINTENANCE AND REPAIRS

- Squad 20 Replace Headlight Bulb
- Squad 21 Replace Printer Battery
- Engineer 15 Replace Headlight Assemblies

TRAINING

- CDL training continued for Thomas Boubin

GENERAL

- Completed work orders for:

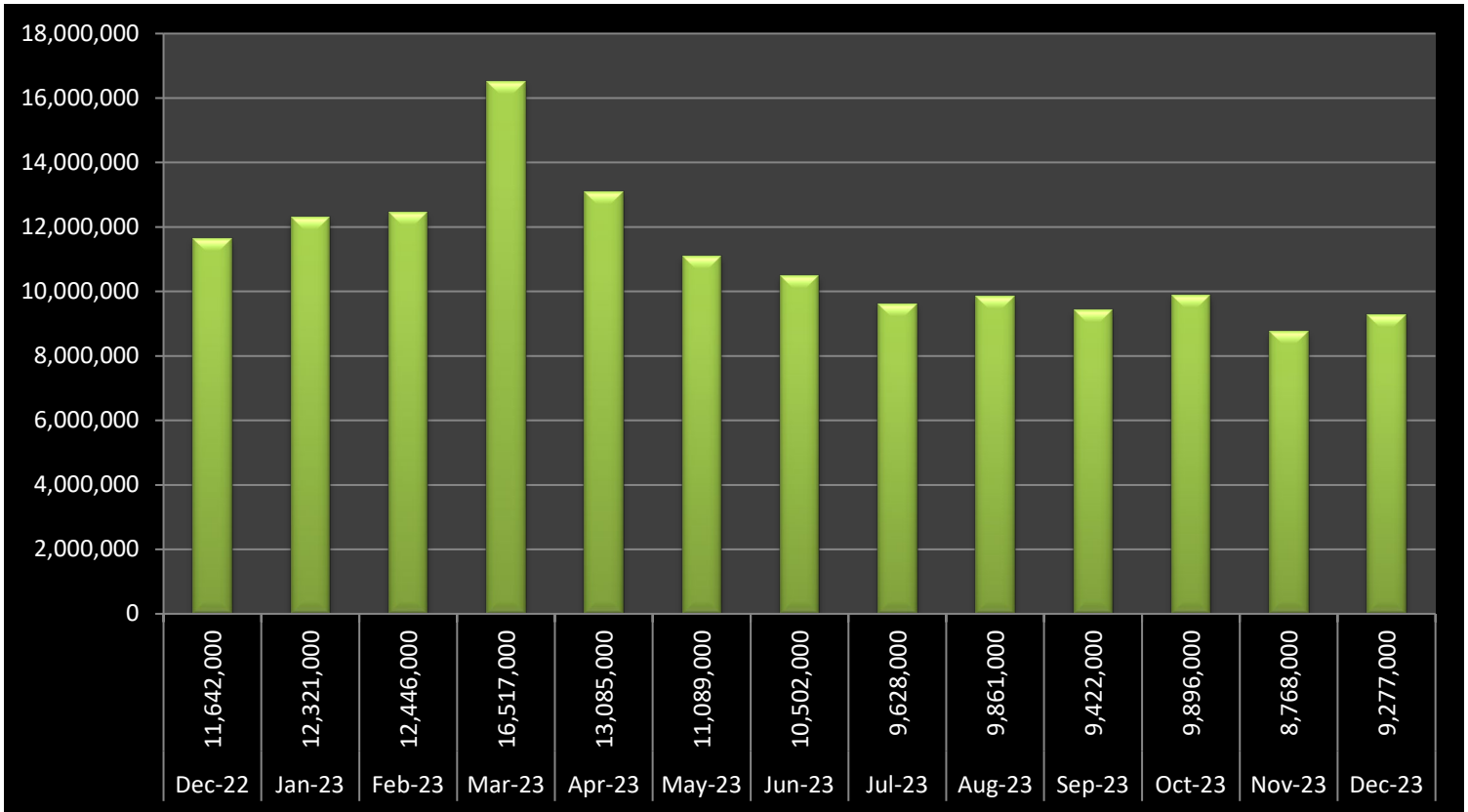
Shut-Off Service:	1
Turn On Service:	0
Final Read:	8
Courtesy Read:	0
Julie Locate Requests:	50
New Meters Installed:	2
Existing Meters Replaced with New Meters:	6
Other:	
Final Inspections:	3
Total Work Orders:	21

WASTEWATER

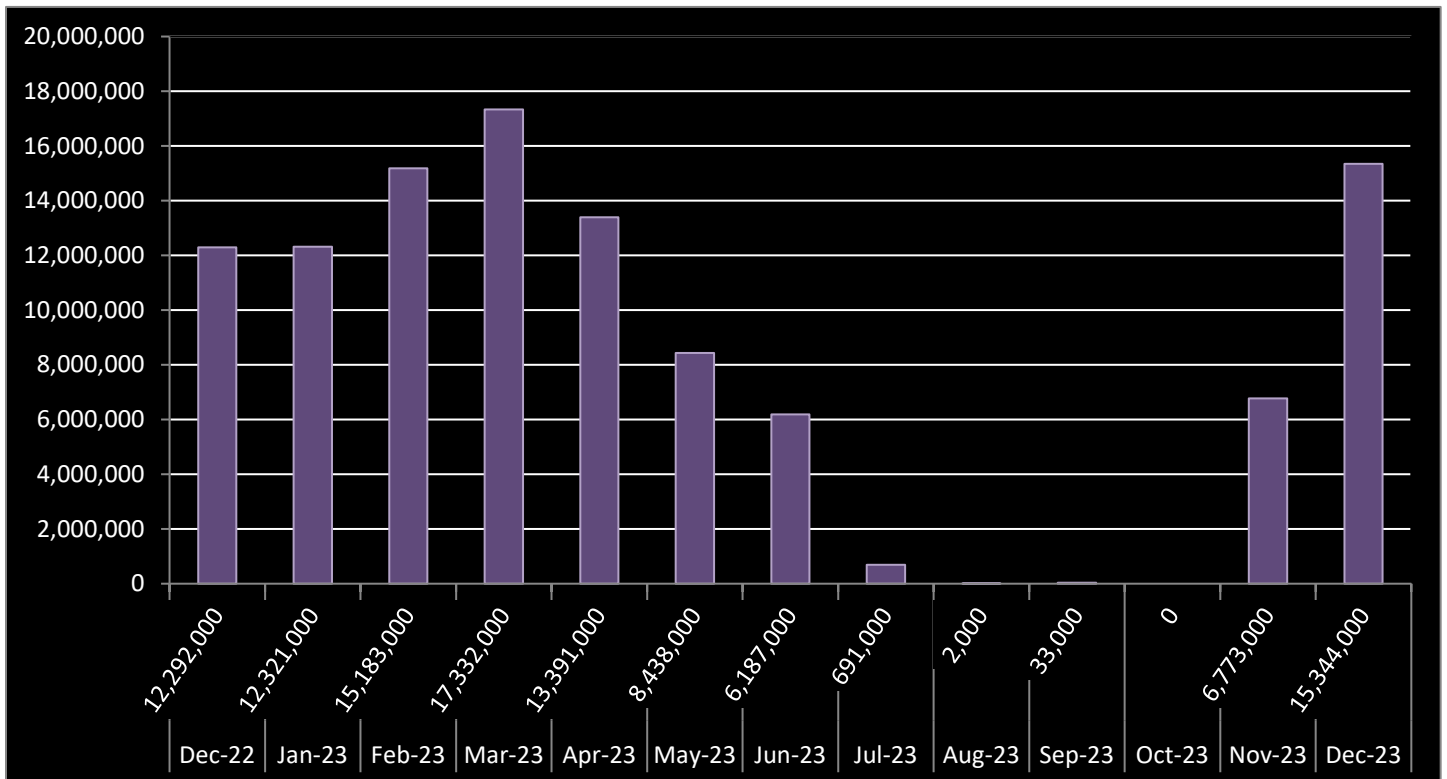
- Approx. 9,277,000 gallons flowed into the treatment plant.
- Approx. 15,344,000 gallons were discharged.
- The Discharge Monitoring Report (DMR) was completed and filed with the IEPA.
- Completed monthly wastewater sampling.
- Completed normal sewer main jetting.
- Completed IEPA wastewater facility inspection.
- Completed aerator work in the lagoons.



INFLUENT

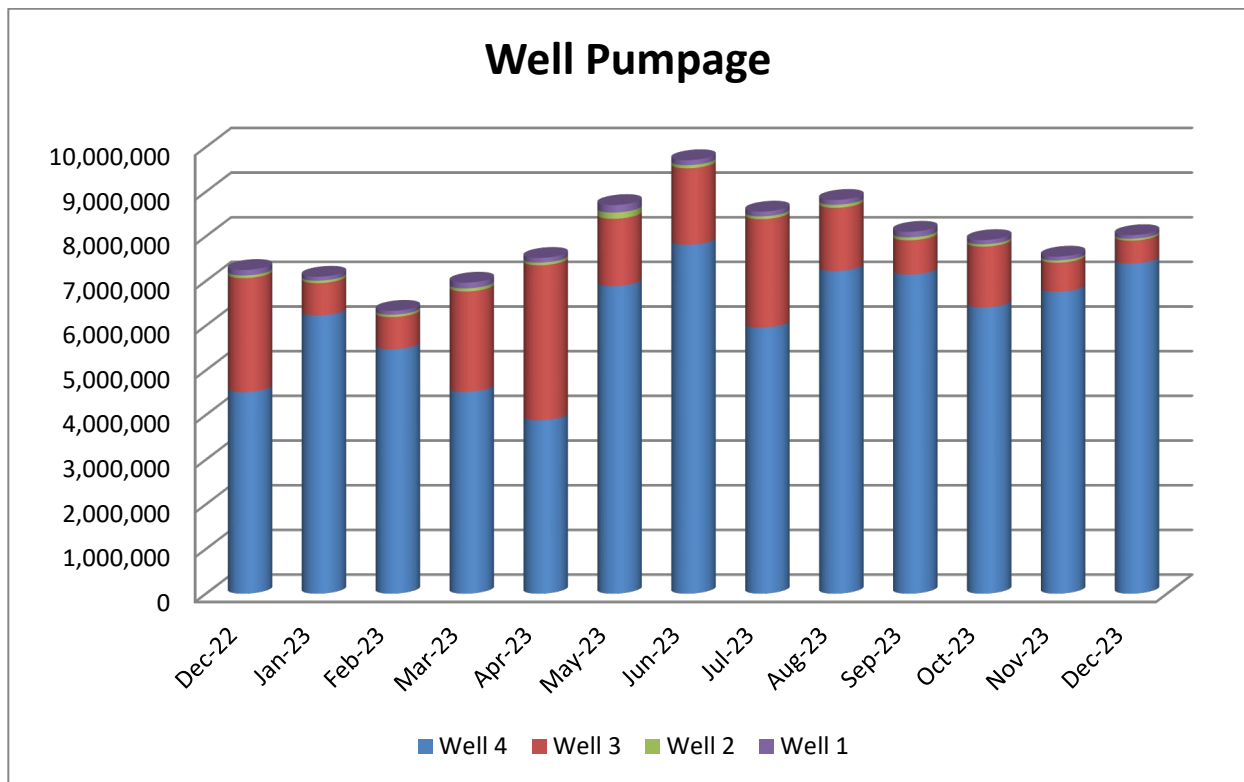


EFFLUENT



WATER

- Completed daily lab samples related to water quality. (pH, Fluoride, Chlorine, Hardness)
- Monthly chemical injection reports were complete and mailed to the IEPA.
- Completed monthly sampling.
- Repaired a service break in the middle of Walnut St.



Well 1	79,500
Well 2	42,800
Well 3	513,000
Well 4	7,390,200

Total pumpage of treated water from wells for December 2023: 8,025,500



Public Works Department Monthly Report January 2024

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

STREETS, PROPERTIES, AND STORM SEWER

- Patched potholes as needed.
- Installed the new pressure washer in the wash bay at the PW building.
- Installed a new fan in the evidence room at the police station.
- Trimmed bushes in alley behind town hall.
- Removed holiday décor from town hall.

SNOWPLOWING AND SALTING

- 12 plowing and salting events during January
- 2832 miles driven on plowing/salting equipment in January.
- 211 Tons of salt were used in events in January.

EQUIPMENT/VEHICLE MAINTENANCE AND REPAIRS

- Squad 21 Oil Change
- Squad 17 Investigate Engine Light
- Engineer 15 Oil Change and Replace Battery
- Replaced cutting edge on Truck #16 Plow
- Replace hydraulic lines on W/WW Truck #2 Plow
- The bucket truck was taken to the test lane.

TRAINING

CDL training continued for Thomas Boubin

WATER AND WASTEWATER

GENERAL

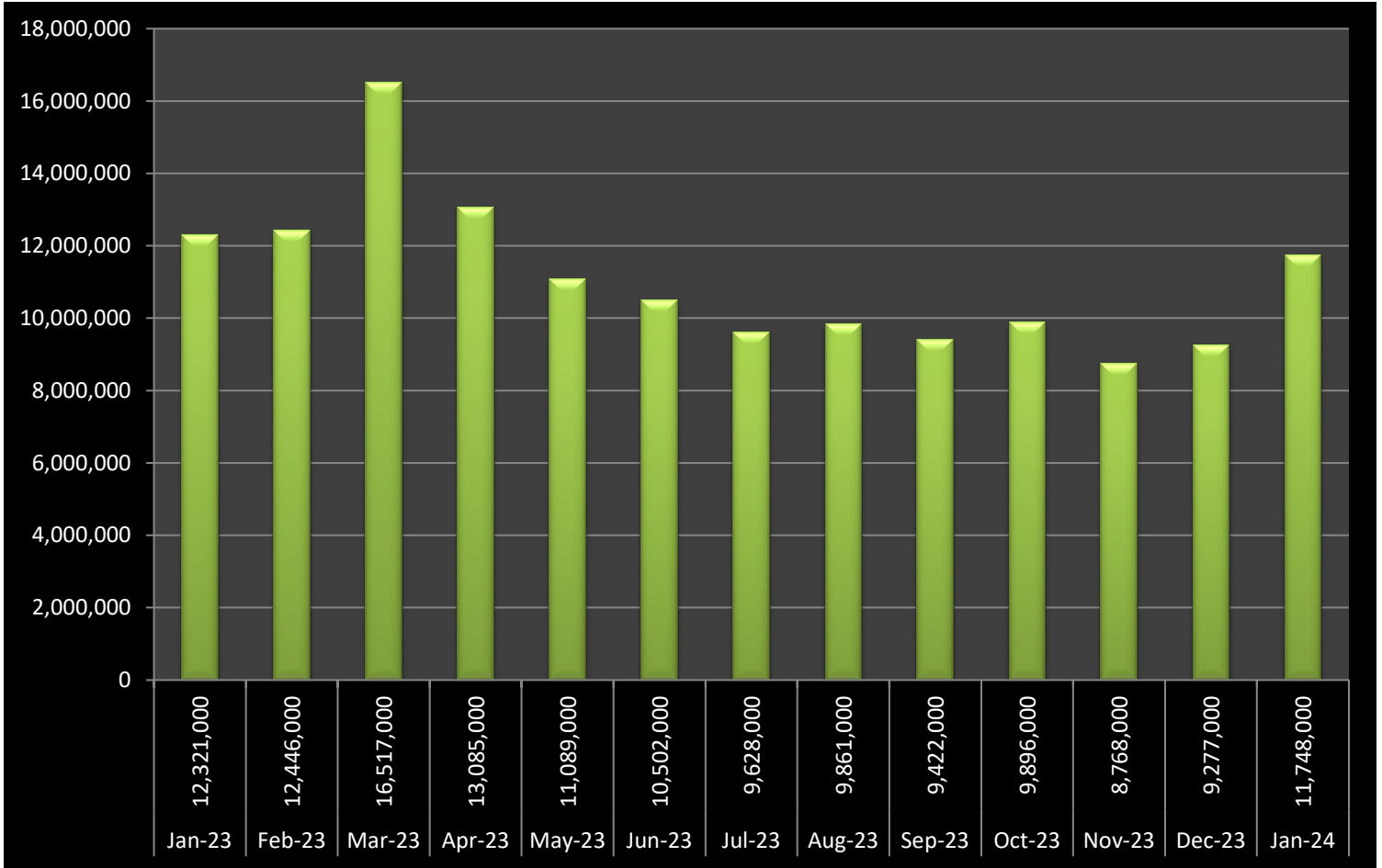
- Completed work orders for:

Shut-Off Service:	1
Turn On Service:	0
Final Read:	5
Courtesy Read:	0
Julie Locate Requests:	18
New Meters Installed:	2
Existing Meters Replaced with New Meters:	2
Other:	
Final Inspections:	0
Total Work Orders:	10

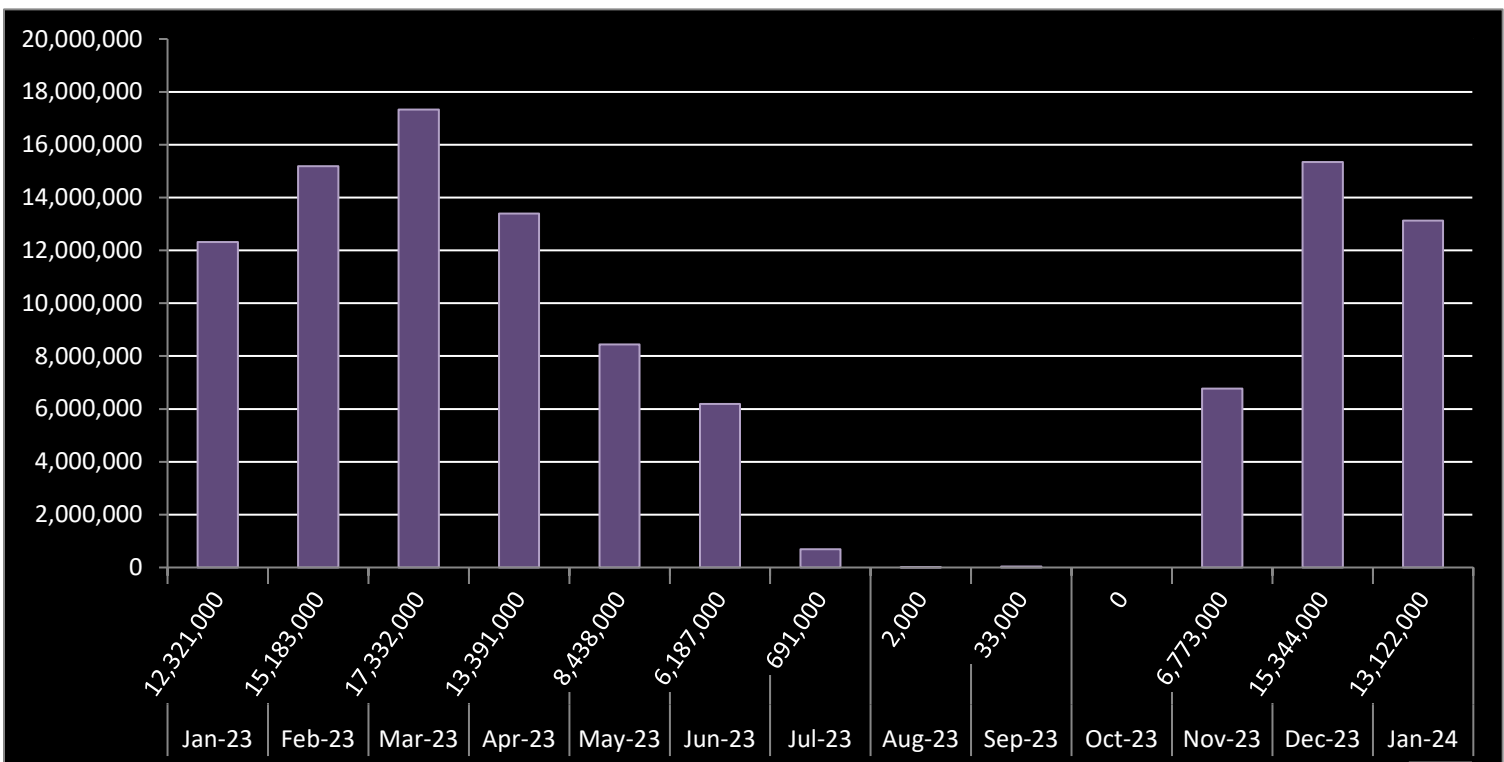
WASTEWATER

- Approx. 11,748,000 gallons flowed into the treatment plant.
- Approx. 13,122,000 gallons were discharged.
- The Discharge Monitoring Report (DMR) was completed and filed with the IEPA.
- Completed monthly wastewater sampling.
- Completed normal sewer main jetting.
- Continued work on the new blower.
- Installed injection equipment at NALS.
- Took delivery and started to add BIOLOGIC solution to wastewater at NALS.

INFLUENT

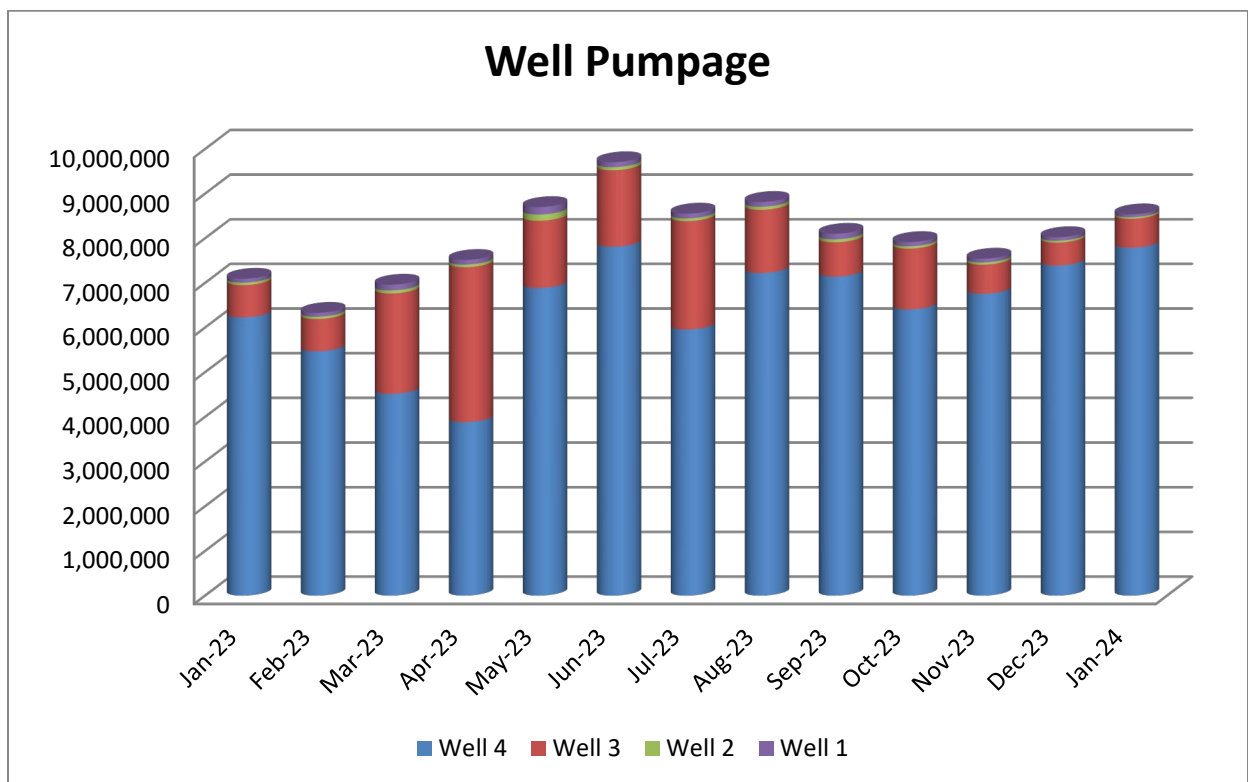


EFFLUENT



WATER

- Completed daily lab samples related to water quality. (pH, Fluoride, Chlorine, Hardness)
- Monthly chemical injection reports were complete and mailed to the IEPA.
- Completed monthly sampling.
- Installed new brine pump at Well 2.
- Read meters for utility billing.
- Distributed tags for meter replacement.



Well 1	63,800
Well 2	36,100
Well 3	650,000
Well 4	7,787,400

Total pumpage of treated water from wells for January 2024: 8,537,300

2024 MONTHLY PERMITS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yearly Total	Item 12.
NEW CONSTRUCTION														
RESIDENTIAL	2												2	
INDUSTRIAL / COMMERCIAL BLDG													0	
SALT SHED													0	
REMODELING/RENOVATION														
ELECTRICAL / ELEC SERVICE UPGRADE													0	
PLUMBING													0	
HVAC													0	
REMODEL / REPAIR / ALTERATION													0	
REPLACEMENT DOORS													0	
REPLACEMENT WINDOWS													0	
ROOF													0	
SIDING													0	
ADDITION													0	
RADON MITIGATION													0	
DEMOLITION														
GARAGE													0	
HOUSE													0	
INDUSTRIAL / COMMERCIAL BLDG													0	
OTHER													0	
MISCELLANEOUS														
ELECTRICAL - WATER TOWER													0	
FIRE ALARM SYSTEM													0	
FIRE SPRINKLER SYSTEM													0	
IRRIGATION SYSTEM ELECTRICAL													0	
WATER SERVICE													0	
HOT WATER HEATER													0	
SITE GRADING													0	
ALL OTHER IMPROVEMENTS														
DECK													0	
DRIVEWAY / DRIVEWAY EXT													0	
EXCAVATION													0	
FENCE	1												1	
FIREPLACE													0	
GARAGE													0	
OUTDOOR FIREPLACE/ PATIO WALL													0	
PERGOLA/GAZEBO													0	
PARKING LOT NEW													0	
PARKING LOT ADDITION													0	
PAVING													0	
POOL / HOT TUB													0	
PORCH													0	
RAMP													0	
SHED													0	
SIGN	1												1	
SOLAR PANELS - RESIDENTIAL													0	
SOLAR PANELS - COMMERCIAL													0	
CONCRETE STEPS/STOOP													0	
STORAGE BUILDING													0	
UTILITY PERMIT													0	
WHOLE HOUSE GENERATOR													0	
TOTAL	4	0	0	0	0	0	0	0	0	0	0	0	4	