



City Council Work Session

Crest Hill, IL

August 22, 2022

7:00 PM

Council Chambers

1610 Plainfield Road, Crest Hill, IL 60403

Agenda

- [1.](#) Police Pension Board Recommendation-John Smith
- [2.](#) Fireworks Possession/Explosion Fine Discussion
- [3.](#) Wastewater Lead Operator Position
- [4.](#) Menards Easement Agreement
- [5.](#) Weber Crossing Residential PUD & Subdivision - Discussion
- [6.](#) Amend Purchasing Policy
- [7.](#) City Administrator Ordinance
- [8.](#) City Council's consideration to hire an additional Accounts Disbursement Clerk
- [9.](#) Employee Relations Manager ~ Assistant to the Director of Finance
- [10.](#) Fiscal Year 2022~2023 Financial Update
11. Public Comments
12. Mayor's Updates
13. Committee/Liaison Updates
14. City Administrator Updates

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.



Agenda Memo**Crest Hill, IL**

Meeting Date: August 22, 2022
Submitter: Raymond R. Soliman
Department: Mayor
Agenda Item: Police Pension Board Appointment-John Smith

Summary:

I am recommending Mr. John Smith for appointment to the Crest Hill Police Pension Board effective September 7, 2022 and his term to expire April 30, 2024.

Recommended Council Action:**Financial Impact:****Funding Source:****Budgeted Amount:****Cost:****Attachments:**

Application
Resume

COMMISSIONER APPLICATION

☐ Plan Commission

☐ Veterans' Committee

☐ Civil Service Commission

☐ Events Committee

☒ Police Pension Board

☐ Beautification Committee

☐ Deputy Liquor Commissioner

Name: John A. Smith Phone: 815-577-6880

Home Address: 21506 Victory Lake Way

Years as Crest Hill Resident: 21 Registered Voter: yes

Email Address: JASmith6435@yahoo

Present Employer: RETIRED Position: _____

College or University, if appropriate: _____

Degree and Major: _____

Previous experiences related to Commission of interest:

Current membership in local organizations and offices held:

F.O.P

Past membership in local organizations and offices held:

Please attach resume and letter of intent and add additional pertinent information you feel would exemplify you as a Commission member – Why do you want to

serve? I believe that I can be A Asset to the Board. Every Citizen Should Contribute to their Community is Asked.

John A. Smith

Signature

Aug 11, 2022

Date

Return Application to: Raymond R. Soliman, Mayor

Aug. 11, 2022

Position: Police Pension Board, City of Crest Hill
Name: John A. Smith DOB: 07/10/1941
21506 Victory Lake Way, Crest Hill, Ill 60403
Phone: 815-577-6880

I am seeking appointment to the Police Pension Board of Crest Hill. I and my wife are 21 year residents of the city, moving here in 2001 from Chicago. My wife and I are about to celebrate our 60th Anniversary next year. I have two children and 4 grandchildren, all living in the State of Illinois. I am currently retired.

I, along with my wife, have been involved in various activities in our community since moving here and we currently host a monthly function and have done so for the past 17 years. I have worked on numerous committees here in our association.

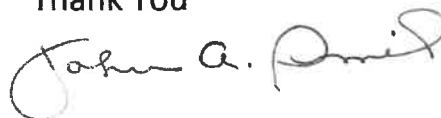
I was a member of the Chicago Police Department for 34 years, retiring with the rank of Detective. I was assigned to the Homicide section for 27 years after working a patrol car in the district and after serving time in the Special Operations Unit.

In my career in law enforcement with Chicago, I received 2 Department Commendations, over a 100 Honorable Mentions and numerous citizen letters of appreciation. I have dealt with people my entire Police career, and I believe that I learned to listen to people, which has guided me my entire life.

As a retired Police Officer, who is drawing a pension, I believe that I can bring a view point and understanding of the problems facing not only the Pension Board but also the retiree.

I ask that you consider and approve my appointment to the Police Pension Board

Thank You

A handwritten signature in dark ink, appearing to read "John A. Smith". The signature is written in a cursive style with a large initial "J" and a distinct "S" at the end.



Agenda Memo**Crest Hill, IL**

Meeting Date: 08-08-2022
Submitter: Police Chief Edward Clark
Department: Police Department
Agenda Item: Fireworks Possession/Explosion Fine Discussion

Summary: Crest Hill City Council requested the topic of reviewing and potentially raising the fine for possession or explosion of illegal fireworks. For reference, I have attached a list of area Police Department's fireworks calls, fine amounts and citations issued. I realize this is an on-going issue and want to work with City Council to come to a fireworks fine amount that will help deter this behavior but also be reasonable. One component to the fine I am proposing is having a mandatory appearance before the administrative hearing officer.

I look forward to further discussion on this matter.

Recommended Council Action: Fine increase and mandatory hearing appearance.

Financial Impact: N/A

Funding Source: N/A

Budgeted Amount: N/A

Cost: N/A

Attachments:

Chart/list of area Police Department fines, calls for service, and citations issued.



Fireworks 2020, 2021, 2022

Municipality	Fine Amount	Calls for service	Tickets Written
Joliet	\$500	2562	53
Shorewood	\$50	238	27
Channahon	\$250	176	3
Plainfield	\$100	548	19
Romeoville	\$30	520	4
Lockport	\$100	325	1
Crest Hill	\$150	247	17

ORDINANCE NO. _____**AN ORDINANCE AMENDING SECTIONS 9.42.040 AND 7.32.50 OF THE CODE OF ORDINANCES OF THE CITY OF CREST HILL, ILLINOIS**

WHEREAS, the City of Crest Hill is authorized by Section 11-20-5 of the Illinois Municipal Code to make regulations which may be necessary or expedient for the promotion of health (65 ILCS 5/11-20-5) as well as ordinances which pertain to its government and affairs and which will protect the public health, safety and welfare of its citizens;

WHEREAS, pursuant to 65 ILCS 5/1-2-1 of the Illinois Municipal Code, the City may pass all ordinances and make all rules and regulations proper or necessary to carry into effect the powers granted to municipalities; and

WHEREAS, the City of Crest Hill is authorized by Section 11-1-1 and 11-60-2 of the Illinois Municipal Code to pass and enforce all necessary police ordinances and may define, prevent and abate excessive noise and nuisances (65 ILCS 5/11-1-1, 65 ILCS 5/11-60-2, and 65 ILCS 5/11-5-2); and

WHEREAS, The City of Crest Hill is authorized to regulate and prevent the use of fireworks (65 ILCS 5/11-8-4, 425 ILCS 30/24).

WHEREAS, the City of Crest Hill has previously exercised said authority to prohibit the possession and use of prohibited fireworks, in addition to making unlawful the explosion of fireworks which is disruptive or creates excessive noise; and

WHEREAS, pursuant to its express authority granted by the Illinois Municipal Code, the City of Crest Hill has from time to time deemed it necessary to amend its Code of Ordinances; and

WHEREAS, the City of Crest Hill has determined that to protect the safety and welfare of the Citizens of Crest Hill, its Code of Ordinances regarding the fines and penalties for violations of its fireworks and fireworks noise prohibitions should be amended, as follows:

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Illinois, as follows:

SECTION 1: PREAMBLE. The preamble of this Ordinance is declared to be true and correct and is incorporated by reference as if fully set forth in this Section 1.

SECTION 2: APPROVAL. That Title 9 Public Peace, Morals and Welfare, Chapter 9.42 Noise, Section 9.42.040 Violations; Penalty for violations of the prohibition of loud or unnecessary noises is hereby repealed in its entirety and replaced and amended with the following:

§ 9.42.040 VIOLATIONS; PENALTY.

Any person found guilty of a violation of §§ 9.42.10, 9.42.020 (not fireworks), 9.42.030(B) or 9.42.035 shall be fined not less than \$75, but no more than \$750 for each offense. Any person found guilty of a violation of §9.42.020 (fireworks) §9.43.030(A) shall be fined \$_____ for each offense. Separate occurrences occurring on the same day shall be deemed separate offenses for purposes of imposing a penalty.

('78 Code, § 9.42.040) (Ord. 267, passed - -70; Am. Ord. 998, passed 7-1-96; Am. Ord. 999, passed 8-5-96)

And that Title 7 Health and Safety, Chapter 7.32 Fireworks, Section 7.32.50, Violations; Penalty for violations on the prohibition of possession or use/explosion of prohibited fireworks shall be repealed in its entirety and replaced and amended with the following:

§7.32.50 VIOLATIONS; PENALTY.

In addition to the seizure and forfeiture of illegally possessed fireworks, the penalty for illegal possession or use/explosion of fireworks shall be \$_____. Nothing in this chapter 7.32 shall prevent the City, through its authorized agents or peace officers, from citing an individual for disturbing the peace or loud or unnecessary noise pursuant to Chapter 9.42 or to in any way limit the City to citations under this section. Separate occurrences occurring on the same day shall be deemed separate offenses for purposes of imposing a penalty.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Ordinance.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect immediately upon its passage and publication according to law.

[left intentionally blank]

PASSED THIS ____ DAY OF _____ 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderpersion Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS ____ DAY OF _____ 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



Agenda Memo

Crest Hill, IL

Meeting Date: August 22, 2022
Submitter: Mark Siefert
Department: Public Works
Agenda Item: Wastewater Lead Operator Position

Summary:

During the budget discussions, council approved a wastewater lead operator position to be included in the budget. Below are some of the essential duties of the position.

- Manage and direct the activities of the employees of the wastewater department's day to day operations.
- Supervise, train, and evaluate wastewater personnel.
- Prepare and communicate reporting data to the Illinois Environmental Protection Agency and other governmental and regulatory bodies.
- Work with staff to complete the daily lab and evaluate results to determine plant efficiency.
- Oversee the purchase of wastewater pumps, motors, and equipment.
- Plan, implement, and execute all sewer/wastewater maintenance projects.
- Administer all SCADA and technology for wastewater facilities.
- Serve as City liaison to various watershed groups.

This position was budgeted for \$85,000 to \$95,000 and will stay in that range.

Staff would like council to allow this position to be appointed in the same manner as the deputy chiefs of the police department, in being appointed by the department head.

Recommended Council Action:

Direct staff to draft an ordinance to create the Wastewater Lead Operator position.

Financial Impact:

Funding Source: Water/Sewer

Budgeted Amount: \$85,000 to \$95,000

Cost: \$85,000 to \$95,000

Attachments:

Wastewater Lead Operator Job Description

Position: Wastewater Lead Operator

Status: Exempt

Department: Public Works

Last Updated: 06/02/2022

General Purpose:

The Wastewater Lead Operator manages and directs operations for the City's sewage treatment plants, and lift stations. This position is a highly responsible operating supervisor with planning and budgeting responsibilities.

Supervision Received:

The Wastewater Lead Operator works under the immediate supervision of the Assistant Director of Public Works.

Supervision Exercised:

The Wastewater Lead Operator supervises the employees of the wastewater department of the Utilities Division of the Public Works Department.

Essential Duties & Responsibilities:

- Manage and direct the activities of the employees of the wastewater department's day to day operations.
- Supervise, train, and evaluate wastewater personnel.
- Prepare and communicate reporting data to the Illinois Environmental Protection Agency and other governmental and regulatory bodies.
- Work with staff to complete the daily lab and evaluate results to determine plant efficiency.
- Oversee the purchase of wastewater pumps, motors, and equipment.
- Plan, implement, and execute all sewer/wastewater maintenance projects.
- Administer all SCADA and technology for wastewater facilities.
- Serve as City liaison to various watershed groups.
- Performs other duties as assigned.

Desired Minimum Qualifications

Education & Experience:

- Minimum age of 18 years required.
- High School diploma or GED equivalent preferred.
- Thorough knowledge of the practices, principles, techniques, materials, and equipment of wastewater treatment.
- Municipal wastewater and management experience preferred.
- Within 12 months of hire, obtain Wastewater Class 1 license.
- Valid Driver's license, CDL preferred.

Knowledge, Skills, and Abilities:

- Ability to learn proper operation and application of tools and equipment.
- Advanced mathematical abilities to calculate wastewater loadings.
- Advanced wastewater laboratory skills
- A proficiency in wastewater management
- Knowledge of multiple different type of wastewater treatment plants
- The ability to learn about multiple types of lift stations.
- Read, clearly speak, and legibly write the English language.
- Excellent customer service skills.
- Ability to communicate effectively both verbally and in writing, using complex sentences, proper punctuation, spelling, and grammar.
- Ability to enhance relations with coworkers and the public with a professional demeanor, sensitivity, and tactfulness.
- Ability to properly maintain and organize office files and records.
- Ability to respond to email requests in a timely manner.
- Knowledge of GIS, Microsoft Word, Excel, Access, and Outlook as well as Adobe Acrobat, and the ability to learn other software as needed.
- Knowledge of proper and safe methods of construction, maintenance, and repair.
- Demonstrated knowledge of wastewater operations.
- Ability to tabulate data to create spreadsheets.
- Ability to prepare and operate within the constraints of a budget.
- Ability to acquire and apply thorough knowledge of City and Department policies and procedures.

Tools & Equipment, Physical Demands, Working Conditions

Tools and Equipment:

The following list of tools and equipment is a representative and not necessarily all-inclusive inventory of items needed to successfully perform the essential job duties:

Pumps, instrumentation, control and telemetry system, valves, motors, electrical equipment, generators, filters, chemical feed equipment, air compressors, laboratory test instruments, motorized vehicles and equipment including push lawn mowers, zero turn, and riding lawn mowers, weed trimmers, shovels, rakes, common hand or power tools, chainsaws, drills, screwdrivers, hammers, wrenches, mobile radio, phone, small pickup trucks, trailers, wheelbarrow, ditch witch, jackhammer, walk-behind saw, skid steer/Bobcat, snow blower, combination loader/hoe, sweeper/vac truck, forklift, pumps, vibratory roller, front loader, single and tandem axle dump trucks, and snow plows.

Physical Demands:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential job duties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

While performing the duties of this job, the employee is regularly required to stand or move for extended periods of time, possess average ordinary visual acuity, talk reach with hands and arms, walk, run, drive, climb and descend stairs, bend, crouch, lift and/or move up to 100 pounds. Frequent and regular movements are required using wrists, hands, and fingers to feel, handle, or operate equipment, tools, or controls. Effective audio-visual discrimination and perception to make observations quickly and accurately, correctly identify red, yellow, blue, and green, distance and peripheral vision, depth perception and the ability to adjust focus is also required. Hearing must be sufficient for average or normal conversations, to understand verbal direction, and to detect abnormal equipment operation and alarms.

Working Conditions:

Work activities are conducted primarily at the treatment plants with noise levels usually normal. Work occasionally occurs near moving mechanical parts in cold, hot, wet, humid, and dark conditions. Employees working in this capacity are exposed to human waste, occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, with risk of electric shock and vibration. While performing the duties of this job employees will be required to stand, talk, hear, use hands and fingers to handle, feel, or operate objects, tools, climb ladders, kneel, crouch, and bend regularly.

The weekly work schedule is approximately 40 hours in duration, Monday through Friday and may be extended in the event of an emergency, disaster, workload, or the need to complete time-sensitive work. Employees working in this position may be required to work on some Saturdays, Sundays, and holidays. Work is sometimes required under adverse or unusual conditions such as in cold, hot, wet, dark, and cramped surroundings, in all weather conditions, and at all hours of the day. Work is frequently required near vehicular traffic. Duties must be performed independently or as a team member.

Performance Measurements & Selection Guidelines

- Regularly arrives for work on time prepared to perform the duties of the job.
- Adheres to City and Department policies and procedures.
- Attends Council and regional meetings, as necessary.
- Practices and sets an example of ethical conduct.
- Possess a professional manner and appearance.
- Demonstrates leadership.
- Avoids politics and partisanship.
- Accurately records tests, sample collections, and reports inspections.
- Sets a standard of excellence in customer service and staff support.
- Demonstrates safe driving skills and operation of equipment.

- Displays composure, friendliness, and respect in treatment of the public and coworkers.
- Adapts to changes in the work environment and manages competing demands.
- Conducts safe operations at treatment plants, safely operate vehicles, equipment, and tools of the position.
- Consistently produces accurate work and meets deadlines.
- Uses available methods to track on-going or semi-regular tasks and project deadlines.
- Completes routine or regular tasks without being directed by others.
- Drafts thorough and complete reports and memoranda reviewing for errors in work product.
- Displays composure, friendliness, and respect in treatment of the public and coworkers.
- Ability to exercise good judgement in analyzing problems.
- Respects the confidential nature of many aspects of the position.
- Adapts to changes in the work environment and manages competing demands.
- Has a thorough knowledge of the Department's policies, procedures, rules, regulations, structure, and operations and uses it appropriately to resolve problems and crises.

An employee in this position is also evaluated upon the general observations of the ability to perform all the essential responsibilities and duties.

Selection Guidelines:

Formal application; evaluation of education and experience; oral interview, reference check, background investigation; post-offer medical physical including drug and alcohol screening; job related tests may also be required.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Department Head

Date

City Administrator

Date



Agenda Memo

Crest Hill, IL

Meeting Date: August 22, 2022
Submitter: Mark Siefert
Department: Public Works
Agenda Item: Menards Easement Agreement

Summary:

Staff has been working with Menards and their real estate team to come to an agreement for a plat of land near the back of Menards. This piece of property would be the new site for Well 14, with a transmission main running to Well 10 where the water would be treated. This option was the cheapest option presented to council.

Also, state funds will be paying for the drilling of the well as it was placed in the appropriations budget for the State of Illinois fiscal year.

Menards would require:

- \$5,000 for the land
- The city would cut the grass around the pond

Recommended Council Action:

Recommend Staff place the agreement on the next Council agenda for approval.

Financial Impact:

Funding Source: Water/Sewer

Budgeted Amount: N/A

Cost: \$5,000 which will come out of the project fund.

Attachments:

Letter from Chris Spesia
 Agreement with Menards

SPESIA & TAYLOR

MEMO

To: Mark Siefert, City of Crest Hill
From: Spesia & Taylor
Date: August 3, 2022
Re: Menard – Well Site Easement

Menard Inc. has agreed to the attached exclusive Well Site Easement with the addition of language that requires the City to mow the detention area. Menard has requested \$5,000.00 for their administrative expenses related to this transaction.

Please note that the Easement references \$10 consideration but that is a standard recitation that is included in the recorded document and does not replace the \$5,000 administrative fee.

Menard Inc. has also agreed to vacate the public utility easement in the Well Site Area for the protection of the well site improvements.

CGS/rlb
Attachment

State of Illinois
County of Will

Prepared by:
Christian G. Spesia
Spesia & Taylor
1415 Black Road
Joliet, Illinois 60435

Return to:
City Administrator
City of Crest Hill
1610 Plainfield Road
Crest Hill, Illinois 60403

Grantor: Menard, Inc.
Address: Vacant Lands West of 17441 S. Weber Road, Crest Hill, Illinois 60403
PIN: 04-29-301-008

GRANT OF WELL SITE EASEMENT

The undersigned, **MENARD, INC.** (hereinafter referred to as "Grantor"), being the owner of the real estate legally described as the Serviant Parcel on **Exhibit A** attached hereto and incorporated herein (hereinafter referred to as the "Subject Property"), for and in consideration of the sum of Ten Dollars (\$10.00) in hand paid and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell, and convey unto the **CITY OF CREST HILL**, an Illinois Municipal Corporation, having its office at 1610 Plainfield Road, Crest Hill, Illinois 60403 (hereinafter referred to as "Grantee"), its successors and assigns, the right, privilege, permanent and exclusive easement in and to, above and below, the surface of the following described property of Grantor in the City of Crest Hill, County of Will, State of Illinois, said permanent and exclusive easement being legally described and depicted as the Easement Parcel on **Exhibit A** (the "Easement Area") for the exclusive use and occupancy thereof for the purpose of drilling, constructing, erecting, operating, maintaining, protecting, altering, repairing, abandoning, replacing and removing, a public water well (for the purpose of drawing water from beneath the Subject Property), such well to be drilled to any depth that Grantee may from time to time elect, and such pumps, well head, valves, bollards, regulators, fittings, water mains, electric lines and equipment, equipment enclosure building, generator, security equipment, poles, facilities, structures and driveway for access thereto, and all other appurtenances, equipment, rights and benefits used, useful or convenient in connection therewith, together with the rights of ingress and egress over and across the Easement Area at convenient points for the enjoyment of the uses, rights and privileges referenced herein.

1. The Grantee hereby acknowledges that there is an existing Storm Water Detention, Drainage and Utility Easement (the "Existing Easement"), that encumbers the Subject Property which has been vacated from the Easement Area for utility purposes. This Grant of Well Site Easement shall be subject to the Existing Easement and in no way materially limit, alter, or impair the drainage and detention facilities located on the Subject Property.
2. Grantee shall have the right but not the obligation to gravel the surface of the Easement Area and to fence and enclose the Easement Area within a single fence or to fence any of the facilities installed thereon in separate enclosures.
3. Grantee shall have the right to clear, and keep cleared, all trees, undergrowth and other obstructions from the Easement Area. Grantee shall maintain the Easement Area including maintenance of the drainage and detention facilities located within the Easement Area and the mowing of the drainage and detention facilities located outside of the Easement so that the facilities have a uniform and slightly appearance. Grantor shall remain responsible for maintenance of the Subject Property including maintenance of the drainage and detention facilities located on the Subject Property outside of the Easement Area.
4. Grantee shall indemnify, defend, save, and hold harmless Grantor and Grantor's heirs, devisees, successors, and assigns from and against all liabilities, claims, suits, fines, penalties, damages, losses, charges, costs, expenses, and attorneys' fees which may be imposed upon, incurred by, or asserted against Grantor or any of Grantor's successors and assigns by reason of any of the following:
 - a. Any work or thing done or to be done in, on, or about the Easement Area by Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - b. Any act or omission on the part of Grantee or any of Grantee's contractors, agents, employees, licensees, or invitees.
 - c. Any accident, injury (including death), or damage to any person or property occurring in, on, or about the Easement Area or adjoining land of the Grantor caused by Grantee, its contractors, agents, servants, employees, licensees or invitees.
 - d. Any failure of Grantee or Grantee's contractors, agents, servants, employees, licensees, or invitees to comply with any of the terms or conditions contained in this Grant of Well Site Easement.

Notwithstanding the foregoing, the indemnification provisions herein are not intended to cover claims, suits, liabilities, penalties, damages, losses, charges, costs, expenses and attorney's fees resulting from the Grantor's or Grantor's agents, invitees, heirs, devisees, personal representatives, successors and assigns (hereinafter the "Grantor Parties") negligent or willful and wanton conduct, nor shall

the indemnification provisions apply to disputes resulting from Grantor Parties' breach of this Grant of Well Site Easement. Notwithstanding the foregoing, Grantor shall not be liable for any contamination or pollution of the Well Site that occurs as a result of the use of the Easement Area or adjacent property as drainage and detention facilities.

5. This Grant of Well Site Easement shall become effective on the first date that it has been signed by representatives of both the Grantor and the Grantee and shall continue in perpetuity unless released in writing by the Grantee.
6. This Grant of Well Site Easement is made under and by virtue of the laws of the State of Illinois and shall be construed, interpreted, and applied pursuant thereto without the application of any conflicts of laws principles.
7. Grantor hereby knowingly, intentionally, and voluntarily submits, to the fullest extent permitted by law, to the personal and subject-matter jurisdiction of the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois.
8. In the event of any litigation between Grantor and Grantee related to this instrument, Grantor and Grantee shall each be responsible for their own attorney's fees and costs of suit.
9. All notices, elections and other communications between Grantor and Grantee shall be in writing and shall be mailed by certified mail, return receipt requested, postage prepaid, or delivered personally, at the following addresses, or at such other addresses as Grantor or Grantee may, by written notice, designate:

If to Grantor	Menard, Inc. Attn: Properties Division 5101 Menard Drive Eau Claire, WI 54703
---------------	--

If to Grantee	City Clerk The City of Crest Hill 1610 Plainfield Road Crest Hill, Illinois 60403
---------------	--

With a copy to:	Christian Spesia Spesia & Taylor 1415 Black Road Joliet, Illinois 60435
-----------------	--

Notices shall be deemed received on the fourth (4th) business day following deposit in the United States Mail, if given by certified mail as aforesaid, and upon receipt or refusal, if personally delivered.

10. This Grant of Well Site Easement is and shall constitute a covenant which runs with the land and the terms, covenants and conditions herein contained shall be binding upon and inure to the benefit of Grantor and Grantee and their respective heirs, successors, transferees and assigns.
11. If any part, term or provision of this Grant of Well Site Easement is, by a court of competent jurisdiction or regulatory authority having jurisdiction over said Easement Area, held to be illegal, void, or unenforceable, or to be in conflict with the laws of the State of Illinois, the validity of the remaining provisions or portions hereof shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Grant of Well Site Easement did not contain the particular part, term, or provision to be held invalid.
12. This Grant of Well Site Easement together with the exhibits incorporated herein by reference, if any, embodies the whole agreement of the parties. There are no other promises, terms, conditions, or obligations other than those contained herein.
13. The parties hereby represent that they have authority to enter into this Grant of Well Site Easement and bind their respective interests.

IN WITNESS WHEREOF, Grantor has executed this Grant of Well Site Easement on this _____ day of _____, 2022.

GRANTOR:

MENARD, INC.

By: Theron J. Berg

Its: Real Estate Manager

STATE OF WISCONSIN)
) SS
COUNTY OF EAU CLAIRE)

ACKNOWLEDGEMENT

I, the undersigned, a Notary Public in and for said County and State, does hereby certify that Theron J. Berg, the Real Estate Manager of Menard, Inc., personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of Menard, Inc., for the uses and purposes therein set forth.

Given under my hand and official seal this _____ day of _____, 20____.

Notary Public

My Commission Expires:

_____, 20____

Accepted by the City of Crest Hill this _____ day of _____, 2022

CITY OF CREST HILL

By: _____
 Raymond R. Soliman
 Its: Mayor

Attest:

By: _____
 Christine Vershay-Hall
 Its: City Clerk

STATE OF ILLINOIS)
) SS
 COUNTY OF WILL)

I, the undersigned Notary Public in and for the State and County aforesaid, do hereby certify that Raymond R. Soliman and Christine Vershay-Hall, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as Mayor and Clerk of the City of Crest Hill, respectively, acknowledged to me that they signed said instrument as their free and voluntary act and as the free and voluntary act of said City for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____, 2022.

 Notary Public

My Commission Expires: _____

(SEAL)

EXHIBIT A

Legal Description/Plat of Easement

PLAT OF EASEMENT (WATER WELL)

P.I.N. 04-29-301-008
COMMON ADDRESS: VACANT LANDS WEST OF
17441 S WEBER ROAD
CREST HILL, IL 60403

SERVANT PARCEL:

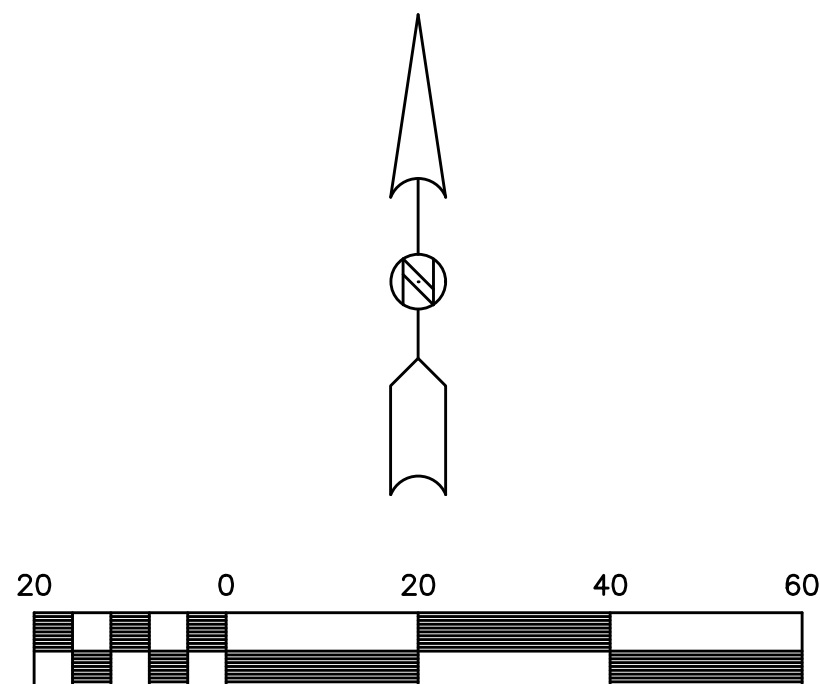
LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, IN WILL COUNTY, ILLINOIS.

EASEMENT PARCEL:

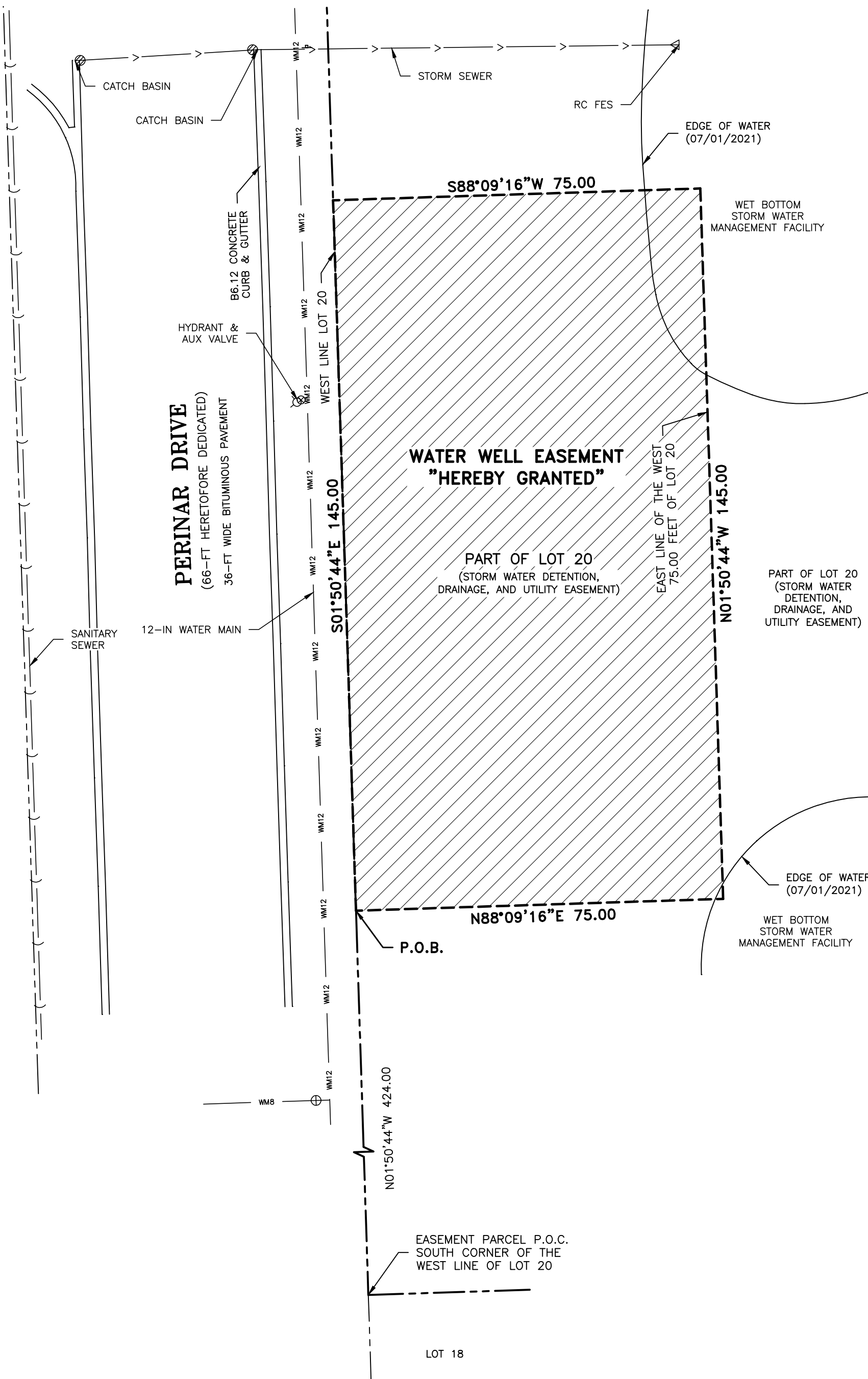
THAT PART OF THE WEST 75.00 FEET LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, AS DOCUMENT NUMBER R2005195649, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 424.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 09 MINUTES 16 SECONDS EAST 75.00 FEET TO A POINT ON THE EAST LINE OF THE WEST 75.00 FEET OF AFORESAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID EAST LINE, 145.00 FEET; THENCE SOUTH 88 DEGREES 09 MINUTES 16 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

NOTES:

1. THIS PROFESSIONAL SERVICE DOESN'T CONSTITUTE A BOUNDARY SURVEY.
2. GEOTECH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-000165.
3. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP SEAL IN THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
4. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
5. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE STATE PLANE OF ILLINOIS, ZONE EAST [NAD83 (2011)], BASED ON GNSS OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK.
6. EXISTING IMPROVEMENTS, SHOWN HEREON, ARE BASED ON FIELD CONDITIONS OBSERVED ON JULY 1, 2021.



Scale: 1" = 20'



EASEMENT PROVISIONS

(TO BE PROVIDED BY CITY)

STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

THIS IS TO CERTIFY THAT MENARD INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE SURVEYED AND ACCEPTED, AS SHOWN BY THIS PLAT OF EASEMENT FOR THE USES AND PURPOSES HEREIN SET FORTH AND THAT SAID MENARD INC. HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS _____ DAY OF _____, 2021 A.D.

MENARD INC.
4777 MENARD DRIVE
EAU CLAIRE, WI 54703

BY: _____
NAME: _____
ITS: _____

BY: _____
NAME: _____
ITS: _____

STATE OF WISCONSIN)
COUNTY OF EAU CLAIRE)SS

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ AND _____, AS

_____ AND _____ RESPECTIVELY, OF MENARD INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICERS OF MENARD INC. FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2021, A.D.

NOTARY PUBLIC

STATE OF ILLINOIS)SS
COUNTY OF WILL)

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE PREPARED THIS PLAT OF EASEMENT OVER THE ABOVE CAPTIONED LANDS AND THAT THIS IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST

HILL, ILLINOIS THIS 20th DAY OF July, 2021, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
LICENSE EXPIRATION DATE: 11/30/2020

REVISED 07/20/2021 CJT ADDED FIELDWORK DATE

GEOTECH INC.			
CONSULTING ENGINEERS - LAND SURVEYORS			
1207 CEDARWOOD DRIVE	CREST HILL, ILLINOIS 60403	815/730-1010	
PROJECT: CITY OF CREST HILL	FIELD BOOK #: V-36-10 PG 16		
DRAWN BY: CJT	DATE: 7/14/21	SCALE: 1"=20'	JOB NO. 21038
COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES			

PLAT OF VACATION

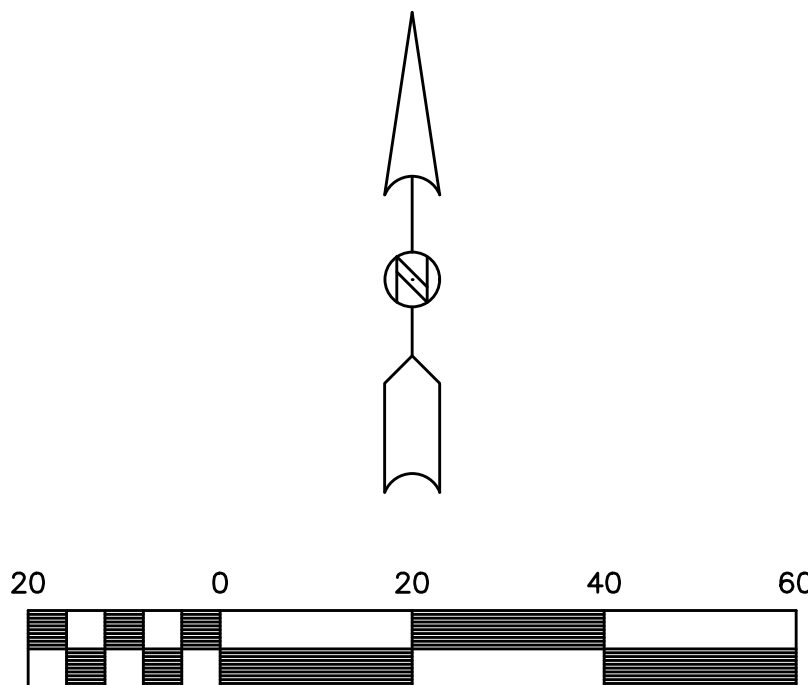
P.I.N. 04-29-301-008
COMMON ADDRESS: VACANT LANDS WEST OF
17441 S WEBER ROAD
CREST HILL, IL 60403

PREPARED BY:
GEOTECH, INC.
1207 CEDARWOOD DRIVE
CREST HILL, ILLINOIS 60403
PHONE: 815-730-1010

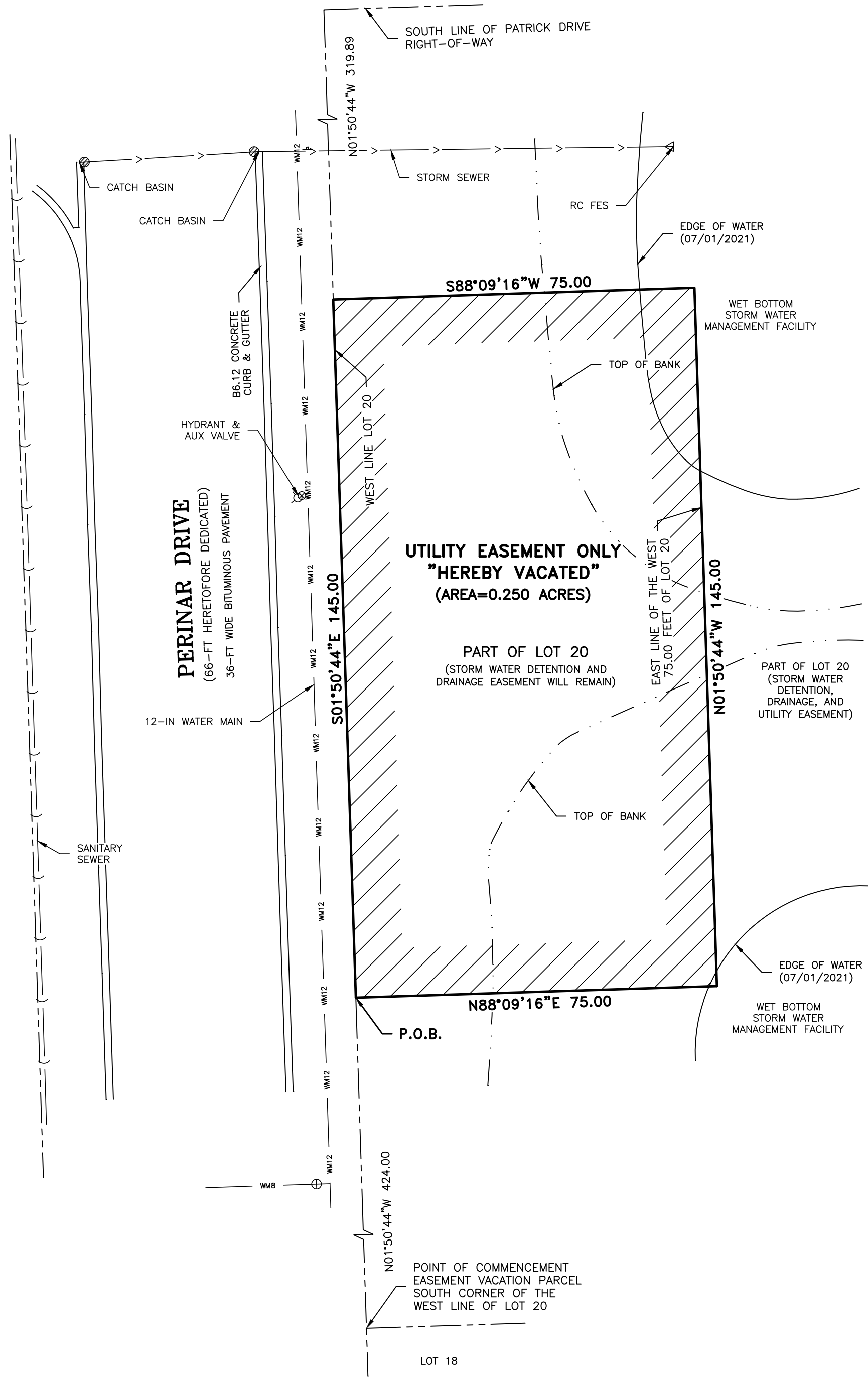
MAIL TO:
CITY OF CREST HILL
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403
PHONE: 815-741-5100

NOTES:

1. GEOTECH INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-000165.
2. FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP SEAL IN THE COLOR RED OF AN ILLINOIS PROFESSIONAL LAND SURVEYOR.
3. THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE STATE PLANE OF ILLINOIS, ZONE EAST [NAD83 (2011)], BASED ON GNSS OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK.
4. THIS PLAT OF VACATION INTENDS TO ONLY VACATE THE UTILITY PORTION OF THE EASEMENT LOCATED WITHIN THE LIMITS OF THIS PLAT OF VACATION. THE STORM WATER DETENTION AND DRAINAGE EASEMENT WILL REMAIN, AS HOW THEY WERE GRANTED BY WEBER FARM CROSSINGS OF CREST HILL, RECORDED AS DOCUMENT NUMBER R2005166985 AND THE CERTIFICATE OF CORRECTION RECORDED AS DOCUMENT NUMBER R2005195649.



Scale: 1" = 20'



STATE OF ILLINOIS)
COUNTY OF WILL) SS

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF THE OWNER THEREOF, I HAVE SURVEYED THE FOLLOWING DESCRIBED PARCEL OF LAND:

THAT PART OF THE WEST 75.00 FEET LOT 20 IN WEBER FARM CROSSINGS OF CREST HILL, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 27, 2005, AS DOCUMENT NUMBER R2005166985, AND CERTIFICATE OF CORRECTION RECORDED NOVEMBER 7, 2005, AS DOCUMENT NUMBER R2005195649, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH CORNER OF THE WEST LINE OF SAID LOT 20, THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID WEST LINE, 424.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 09 MINUTES 16 SECONDS EAST 75.00 FEET TO A POINT ON THE EAST LINE OF THE WEST 75.00 FEET OF AFORESAID LOT 20; THENCE NORTH 01 DEGREES 50 MINUTES 44 SECONDS WEST ALONG SAID EAST LINE, 145.00 FEET; THENCE SOUTH 88 DEGREES 09 MINUTES 16 SECONDS WEST 75.00 FEET TO A POINT ON THE WEST LINE OF AFORESAID LOT 20; THENCE SOUTH 01 DEGREES 50 MINUTES 44 SECONDS EAST ALONG SAID WEST LINE, 145.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS.

I DO FURTHER CERTIFY THAT:

1. THE ACCOMPANYING PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID PLAT OF VACATION AS MADE BY ME.
2. THE PROPERTY OR PLAT IS SITUATED WITHIN THE CORPORATE LIMITS OF THE CITY OF CREST HILL.
3. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.

DATED AT CREST HILL, ILLINOIS THIS 21st DAY OF June, 2022, A.D.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
EXPIRATION DATE: 11-30-2022
cpapesh@geotechincorp.com

CERTIFICATE OF OWNERSHIP

STATE OF WISCONSIN)
COUNTY OF CHIPPEWA) SS

THIS IS TO CERTIFY THAT MENARDS, INC. IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE VACATED, AS SHOWN BY THIS PLAT FOR THE USES AND PURPOSES HEREIN SET FORTH AND HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS ____ DAY OF _____, 20____, A.D.

MENARDS, INC.
4777 MENARDS DRIVE
EAU CLAIRE, WI 54703

ATTEST: _____
SECRETARY

BY: _____
VICE-PRESIDENT

STATE OF WISCONSIN)
COUNTY OF CHIPPEWA) SS

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY

CERTIFY THAT _____ AND _____, RESPECTIVELY, OF MENARDS, INC., PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, AS OFFICERS OF MENARDS, INC., FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF _____, 20____, A.D.

NOTARY PUBLIC

CERTIFICATE OF CORPORATE AUTHORITIES APPROVAL

STATE OF ILLINOIS)
COUNTY OF WILL) SS

THIS PLAT WAS APPROVED BY THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AT

A MEETING HELD _____ DAY OF _____, 20____, A.D.

BY: _____
CITY CLERK
1610 PLAINFIELD ROAD
CREST HILL, ILLINOIS 60403

CERTIFICATE OF COUNTY RECORDER

STATE OF ILLINOIS)
COUNTY OF WILL) SS

THIS INSTRUMENT NO. _____ WAS FILED FOR RECORD IN THE RECORDER'S OFFICE

OF WILL COUNTY, AFORESAID, ON THIS ____ DAY OF _____, 20____, A.D. AT

_____ O'CLOCK ____M.

WILL COUNTY RECORDER

5/20/2022

GEOTECH INC.
CONSULTING ENGINEERS — LAND SURVEYORS
1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1010

CITY OF CREST HILL
PLAT OF VACATION

LOT 20 (PART)
WEBER FARM CROSSINGS
DRAWN BY: CJT JOB # GJN21038
CHECKED BY: CMP DATE: 06.21.2022

06.28.2022 CP ADDED NOTE #4
DATE BY REVISION



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	August 22, 2022
Submitter:	Tony Budzikowski, AICP, Community & Economic Development Director
Department:	Community & Economic Development
Agenda Item:	Weber Crossing Residential PUD & Subdivision - Discussion

Summary:

Ocean Atlantic/West Point Builders (OA/WPB) are under contract to purchase the 63-acre property near the northwest corner of Division Street and Weber Road. The subject property is proposed for development as a Planned Unit Development (PUD) for the Weber Crossing residential subdivision. This property is currently owned by Heidner Properties, Inc. and is located just north and west of the Gas N Wash property and two (2) other proposed commercial out lots that are pending approval in the City's entitlement process. All above-mentioned properties are zoned B-3 Business Service District, and the 2014 Comprehensive Plan identifies these properties as single-family detached residential, local commercial, regional commercial and mixed-use flex.

OA/WPB was last before the City Council at a work session with a conceptual PUD plan in November 2020 for 145 townhomes and 141 single-family detached rental homes. At that time, the City Council raised some concerns about the rental component of the single-family homes, minimum lot sizes, building setbacks and parking. The consensus following this discussion was that some additional plan changes would be necessary so that the project was more consistent with the City's future land use plan for the area and more of an emphasis be placed on additional for sale units. The recently submitted plan from OA/WPB has been revised and this residential proposal now includes 99 age-targeted single-family (for sale) homes and 308 multi-family rental units in 14, 3-story buildings. A club house, swimming pool, covered parking and multiple parks are also shown as part of this conceptual plan proposal.

As mentioned earlier, this petition includes two (2) different residential housing types that could add diversity and other housing options to the community. The first includes the 99 age-targeted for-sale single family homes on 32.9-acres. The second includes 308 multi-family rental apartment units in 14, 3-story buildings on 30.1-acres. A preliminary project site plan, building elevations and floor plans have been provided for review and reference purposes. A brief narrative has also been included from Rick Heidner, President of Heidner Properties, Inc. discussing the recent property history, financial projections, and project feasibility. For the purposes of the August 22nd work session, the discussion is intended to focus on the housing

types, land use and other design related aspects of this preliminary plan proposal. If amenable, staff would like to return to a future City Council work session meeting to discuss the financial projections and feasibility study after our municipal and economic development financing consultant has had an opportunity to review the financial projections for the project. This will give the City Council and staff some further feedback and commentary on the financial projections provided by the developer.

Recommended Council Action:

If the Mayor and City Council are amenable to the Conceptual Plan proposal(s) for the two (2) development projects for Weber Crossings, I would ask that you authorize staff to work with the petitioner to move forward to prepare information concerning the feasibility and funding component of this request. It is anticipated that staff and the developer will approach the City Council a second time at a future work session to discuss feasibility and funding after the City's municipal and economic development financing consultant has reviewed the financial projections for their request. No specific City Council work session has been earmarked at this time and this discussion should occur prior to the petition being forwarded to the Plan Commission for public hearing, review, and recommendation.

Financial Impact:

If the City Council is amenable to the land use and preliminary plan proposal, the financial aspects of the project will be discussed at a subsequent City Council work session.

Funding Source: N/A

Budgeted Amount: N/A

Cost:

Attachments:

- Narrative
- Site Plan
- Floor Plans
- Building Elevations

NARRATIVE

Update on the Weber Crossings Residential Development Proposal

HISTORY

Heidner Properties, Inc. first had interest in the Weber Crossings property located on the Northwest corner of Division Street and Weber Road (the “Property”) in 2016. The Property area is 77.5 acres and is undeveloped. Issues with the Weber Road improvements rendered the proposed development in 2016 as unfeasible. The Project was then resurrected in 2020 with the City of Crest Hill’s Tax Increment Financing District in process. The original proposal for the residential portion of the Property consisting of approximately sixty-three acres was for a rental development with a clubhouse. Heidner Properties, Inc. has been pursuing development of the Property since that time, preparing and presenting to the City four formal plans and numerous iterations of those plans to illicit feedback from the staff and the Council.

In 2021, the final draft of a development plan for the commercial property adjoining the single-family property consisting of 14.5 acres was completed. Based on the feedback from the City, the original plan for an all-rental community has been substantially amended to add a component of 99 single family homes for sale and 308 high-quality rental units. That plan is attached as Exhibit A. Adding age targeted single family homes would appear to be a simple matter but finding a developer willing to build nearly one hundred single family residential units was a daunting task. Fortunately, Ocean Atlantic Management Group, LLC, a large residential developer, and West Point Builders Inc., a local builder for 65 years, have been procured and are under contract to purchase the land and develop the single-family components of Weber Crossings.

FINANCIAL PROJECTIONS

The financial projections for the residential development of the Property, including both costs and expected revenues, were previously provided to the staff.

DEVELOPER AND BUILDER REQUIREMENTS FOR FEASIBILITY

After an extensive study and discussion with the City, the developer is requesting several terms in the development agreement, which will provide feasibility, funding, and development of the Property. These items will solely benefit the developer and not Heidner Properties.

1. SPECIAL SERVICE AREA

The developer will need a Special Service Area (“SSA”) established on the Property for the multi-family portion of the residential development. It should be noted there are essentially three types of SSAs. One is called a backup SSA which allows the City to tax the parcels of property in the event an association or developer fails to care for detention areas and other common area improvements of the property. The second type of SSA is a means of reducing the purchase price for the sale of the single-family homes by having the buyers pay back infrastructure costs over many years through bonds with a line item on their tax bill. Neither of these are the type of SSA required.

The owner of the multi-family component of the Property will need approximately \$7 million dollars to finance the construction of necessary on-site improvements. By establishing an SSA, the developer can utilize its bank to purchase the SSA bonds and then have them paid back on the tax bill over a period of 30 years. This is an attractive financing arrangement for the developer and the bank with tax and pricing benefits. It is important to note that these bonds are revenue bonds, not general obligation bonds, and the City will never be liable for their repayment. The economic risk lies with both the developer and its bank, and the property is the sole collateral with zero risk to the City. There are numerous examples of this type of financing, including one in Willow Springs.

2. UNDERLYING PERMIT, TAP-ON, AND IMPACT FEES

The City's current impact fees, tap-on fees, and building permit fees structure would result in a cost to the developer of approximately \$15,000.00 per unit. That number is unacceptable to the builder of the property from an economic point of view. It is also far more than adjoining fee structures for other villages and cities in the Joliet area. Heidner Properties and the builder of the Property would require a structure paying no more than \$7,500.00 per unit. It is important to note that in addition to the increased real estate taxes on the property, the City will realize nearly \$3 million in fees just from the initial development of the Property.

3. TAX INCREMENT FINANCING NOTE

While the Property would be included in the Tax Increment Financing District, Heidner Properties, Inc. has not requested any substantial TIF benefits for its development, other than as shown above. Originally, a discussion with the City included a TIF note for that purpose. The only requirement for TIF benefits would be reimbursement, through the TIF District for such items as signage, landscaping, entry monuments, water features including fountains, site improvements and building upgrades, and other improvements that exceed the minimum City requirements for such improvements. That benefit would be repaid over a period of time with a TIF note having both a principal repayment based on increment and an interest component.

4. DEVELOPMENT PROPOSAL

The developer is proposing that the entire residential component of Weber Crossings be done as a Planned Unit Development ("PUD") working with the staff to finalize a plan utilizing the four-step PUD process: Staff review and consultation, plan commission, public hearings, and, finally, Council action.

ADDITIONAL SUBMISSIONS

Attached hereto as Exhibit B are proposed elevations and plans as requested by staff. And attached hereto as Exhibit C are the projected residential real estate taxes.

We invite the entire Council and staff to join us to view similar elevations of single-family units by Ocean Atlantic Oswego (the South Burry development) and similar rental units by same architect in Naperville (the Tapestry development), and we can provide a tour and transportation to these two locations if staff and the Council members would like to join us.

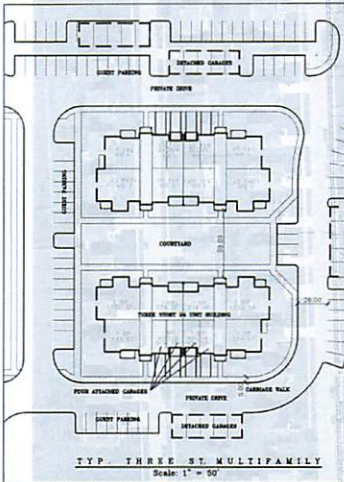
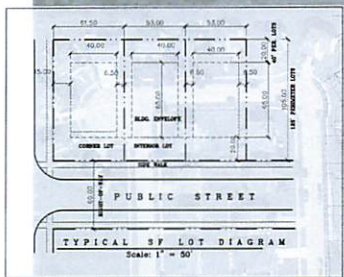
Respectfully submitted,

HEINDER PROPERTIES, INC.

By: /s/ Rick Heidner

Rick Heidner, President

EXHIBIT A



SITE DATA
Phase I

For Sale Single Family
Total Lots 99
Lot Dimensions 53' Wide x 105' Deep

Phase II
Three Story Rental Multifamily
Total Units 308
Attached Gar. Spaces 82
Detached Gar. Spaces 90
Surface Spaces 412
564 Spaces (1.8 Unit)

Total Residential Units
Total Multifamily Rental 308
Total For Sale SF 99
Total Units 407
Total Site Area 77.5 Ac.
Residential Phase I 30.1 Ac.
Residential Phase II 32.9 Ac.
Total Residential 63.0 Ac.

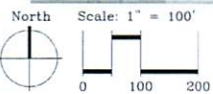
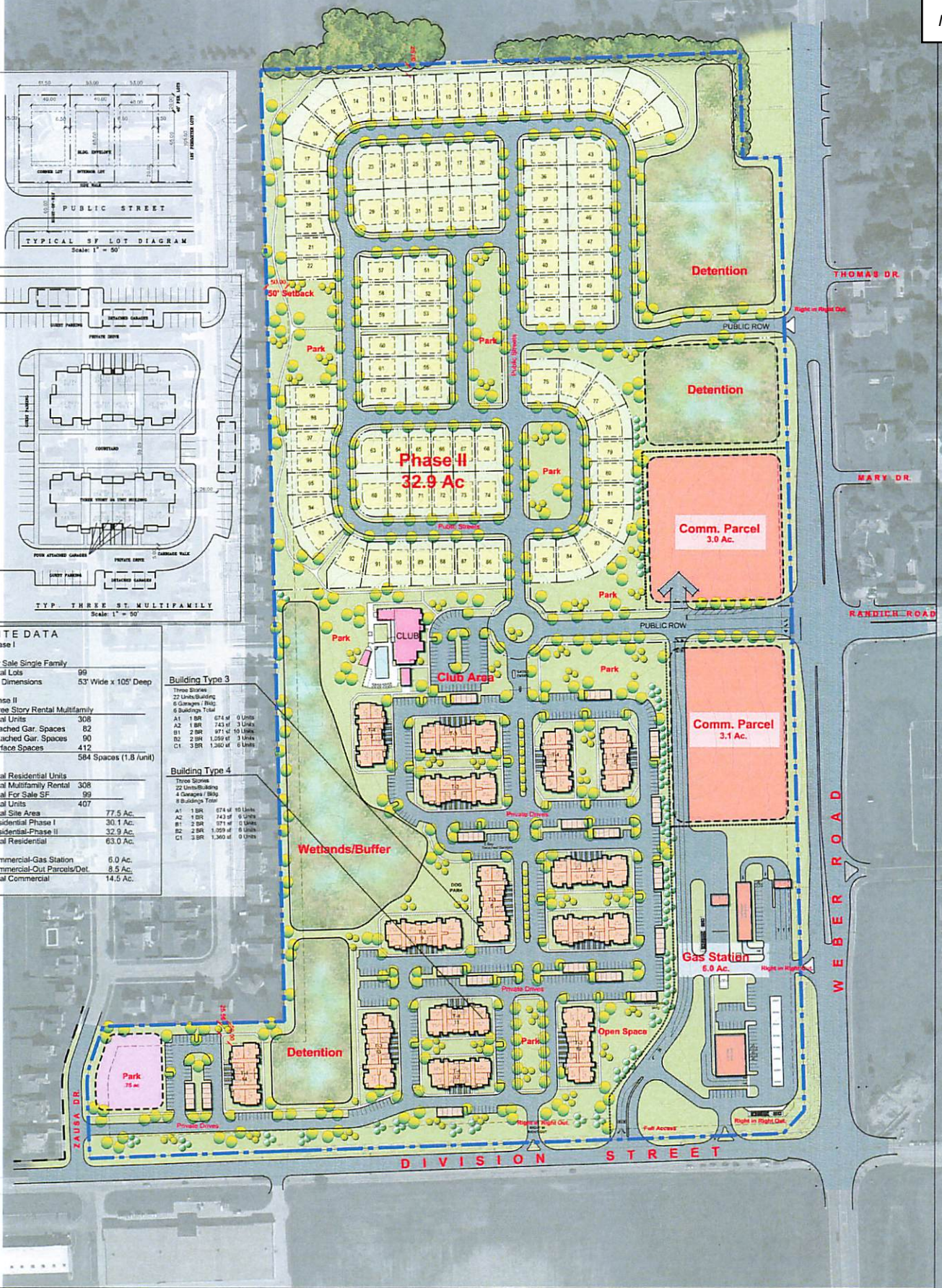
Commercial-Gas Station 6.0 Ac.
Commercial-Out Parcels/Det. 8.5 Ac.
Total Commercial 14.5 Ac.

Building Type 3
Three Stories
22 Units/Building
6 Garages / Bldg
6 Buildings Total

A1: 1 BR 674 sf 0 Units
A2: 1 BR 743 sf 3 Units
B1: 2 BR 971 sf 10 Units
B2: 2 BR 1,059 sf 11 Units
C1: 3 BR 1,360 sf 6 Units

Building Type 4
Three Stories
22 Units/Building
4 Garages / Bldg
8 Buildings Total

A1: 1 BR 674 sf 16 Units
A2: 1 BR 743 sf 6 Units
B1: 2 BR 971 sf 0 Units
B2: 2 BR 1,059 sf 8 Units
C1: 3 BR 1,360 sf 0 Units



Ocean Atlantic/West Point Builders

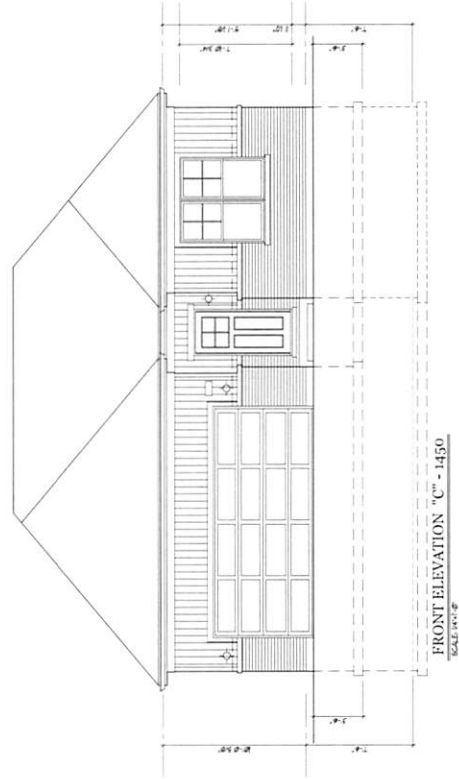
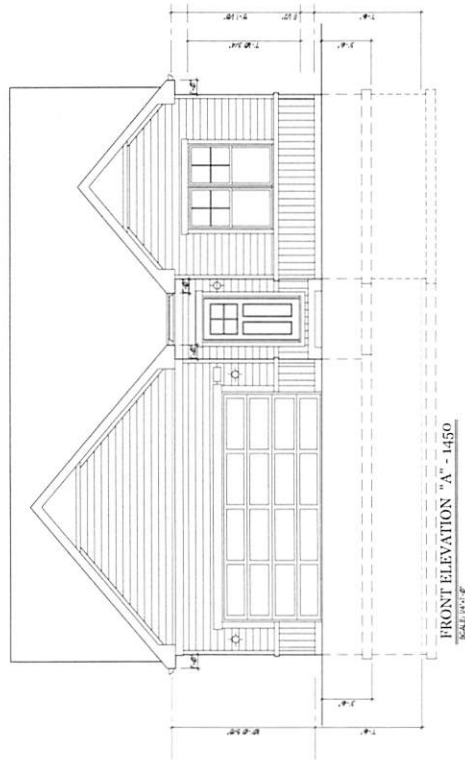
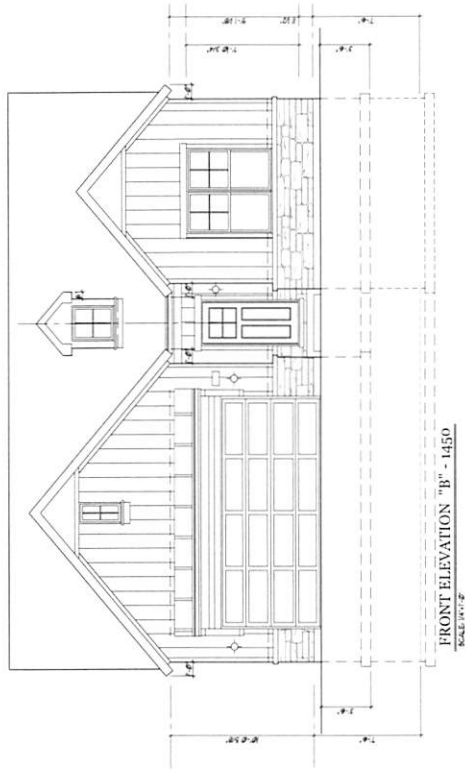
Revised Concept Plan - Option Two
WEBER CROSSINGS
Crest Hill, Illinois



The drawings presented are illustrative of character and design intent only, and are subject to change based upon final design considerations (i.e. applicable codes, structural, and MEP design requirements, unit plan / floor plan changes, etc.) © 2022 BSB Design, Inc.

Date: July 25, 2022

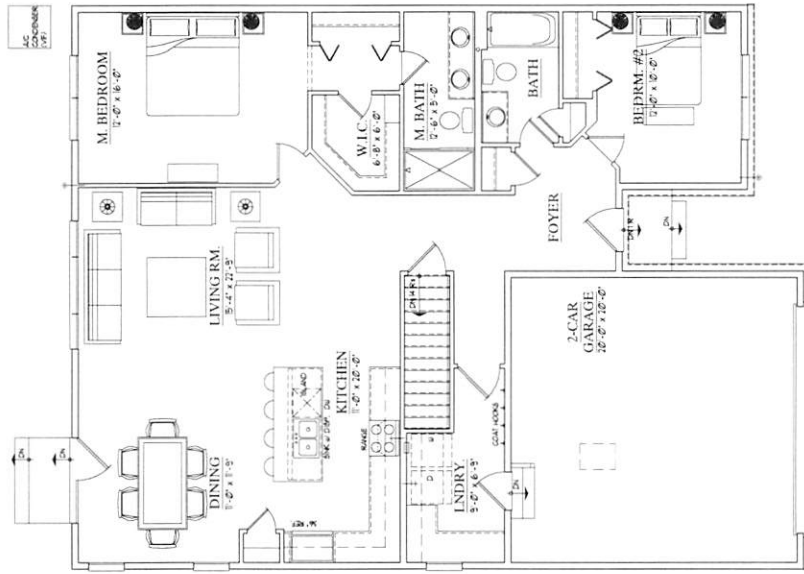
EXHIBIT B



1450 PLAN

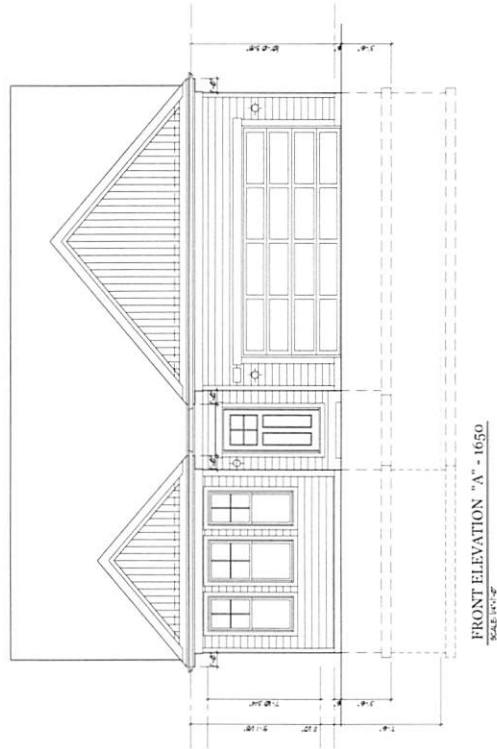
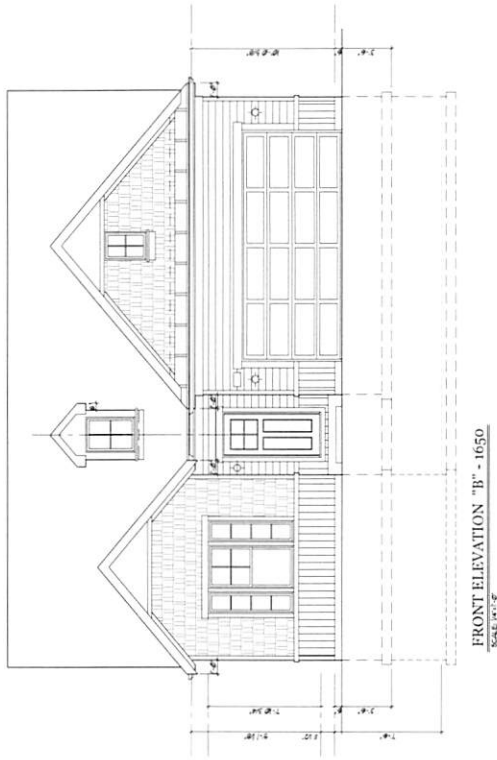
West Point
BUILDERS, INC. SINCE 1957





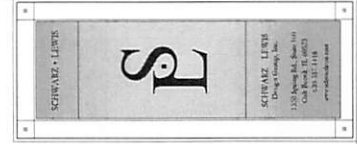
FIRST FLOOR PLAN ELEVATION "A" - 1450
SCALE: 1/4" = 1'-0"

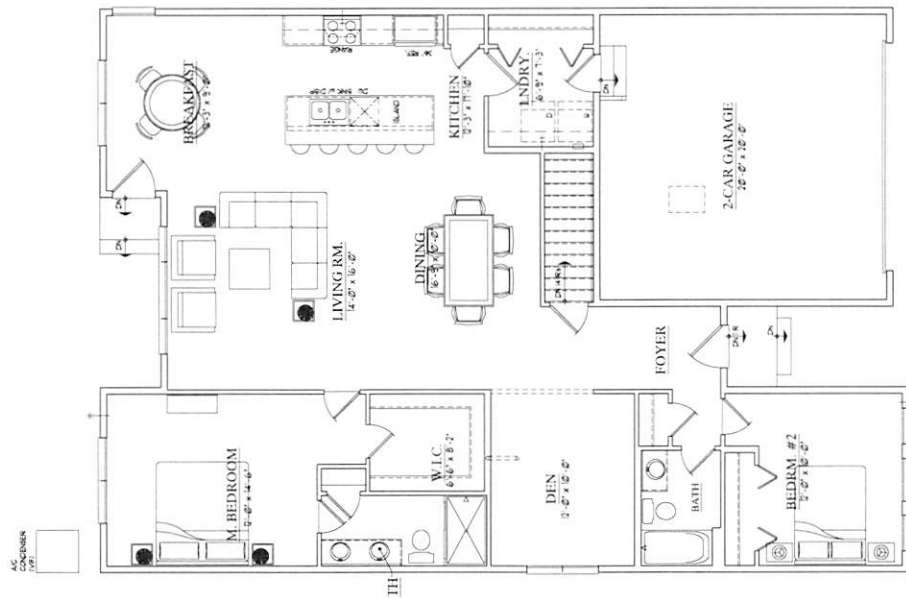




1650 PLAN

West Point
BUILDERS, INC. SINCE 1957

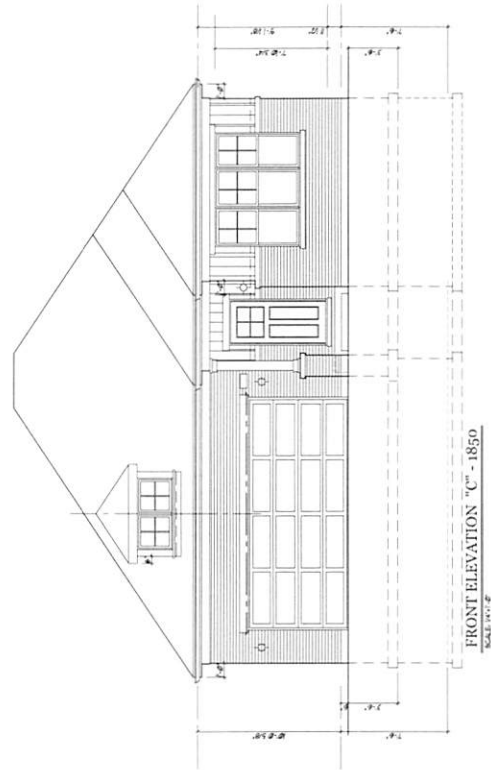
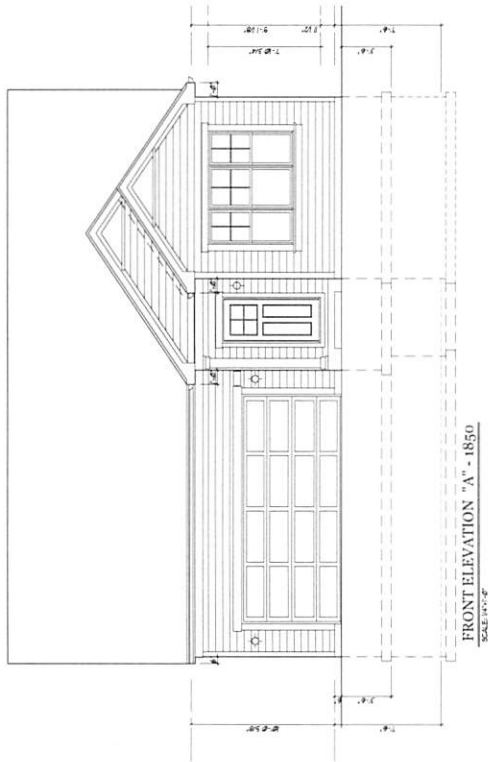
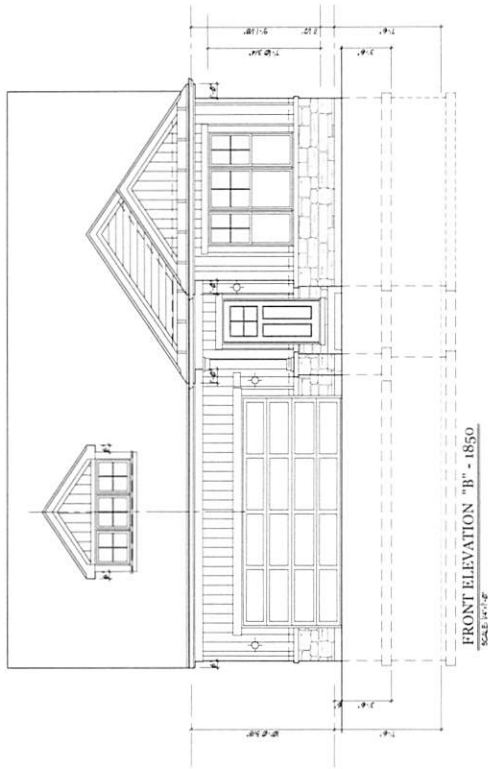




FIRST FLOOR PLAN - 1650
SCALE: 1/4" = 1'-0"

1650 PLAN





1850 PLAN

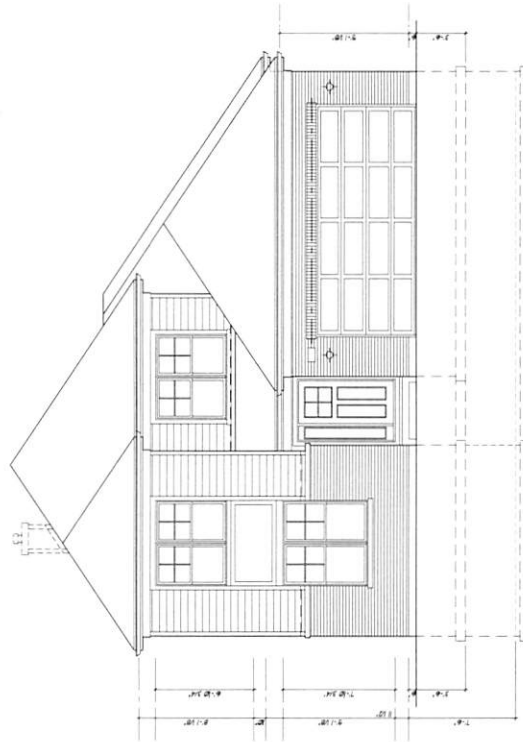
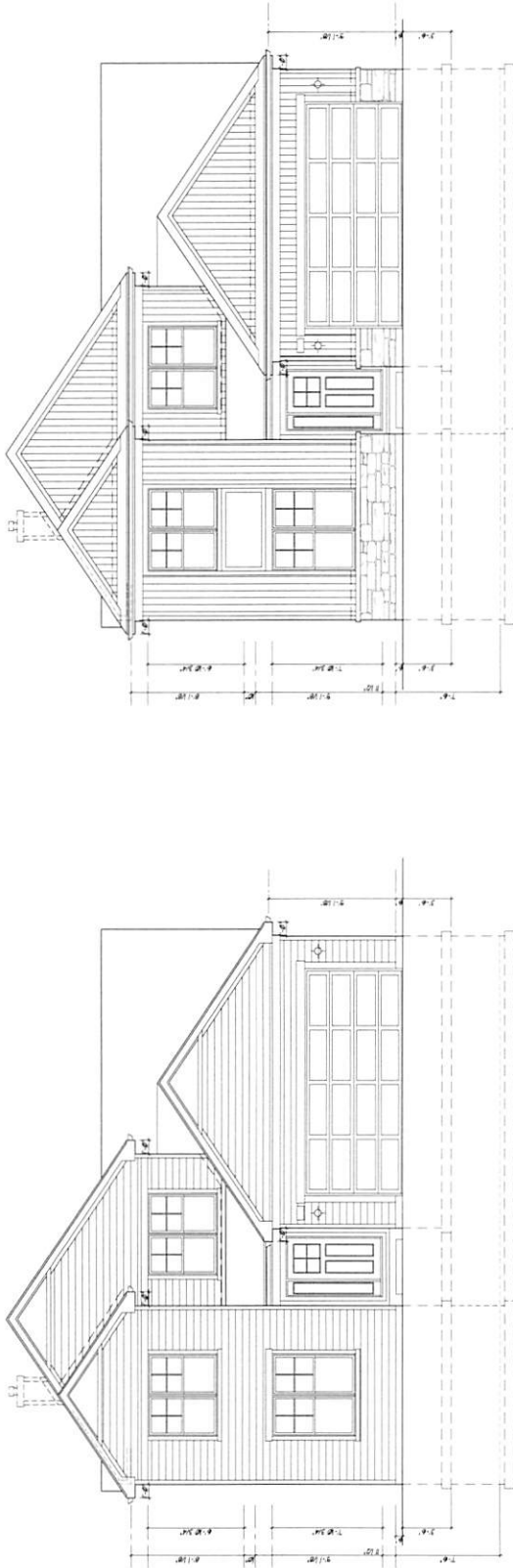
West Point
BUILDERS, INC. SINCE 1957





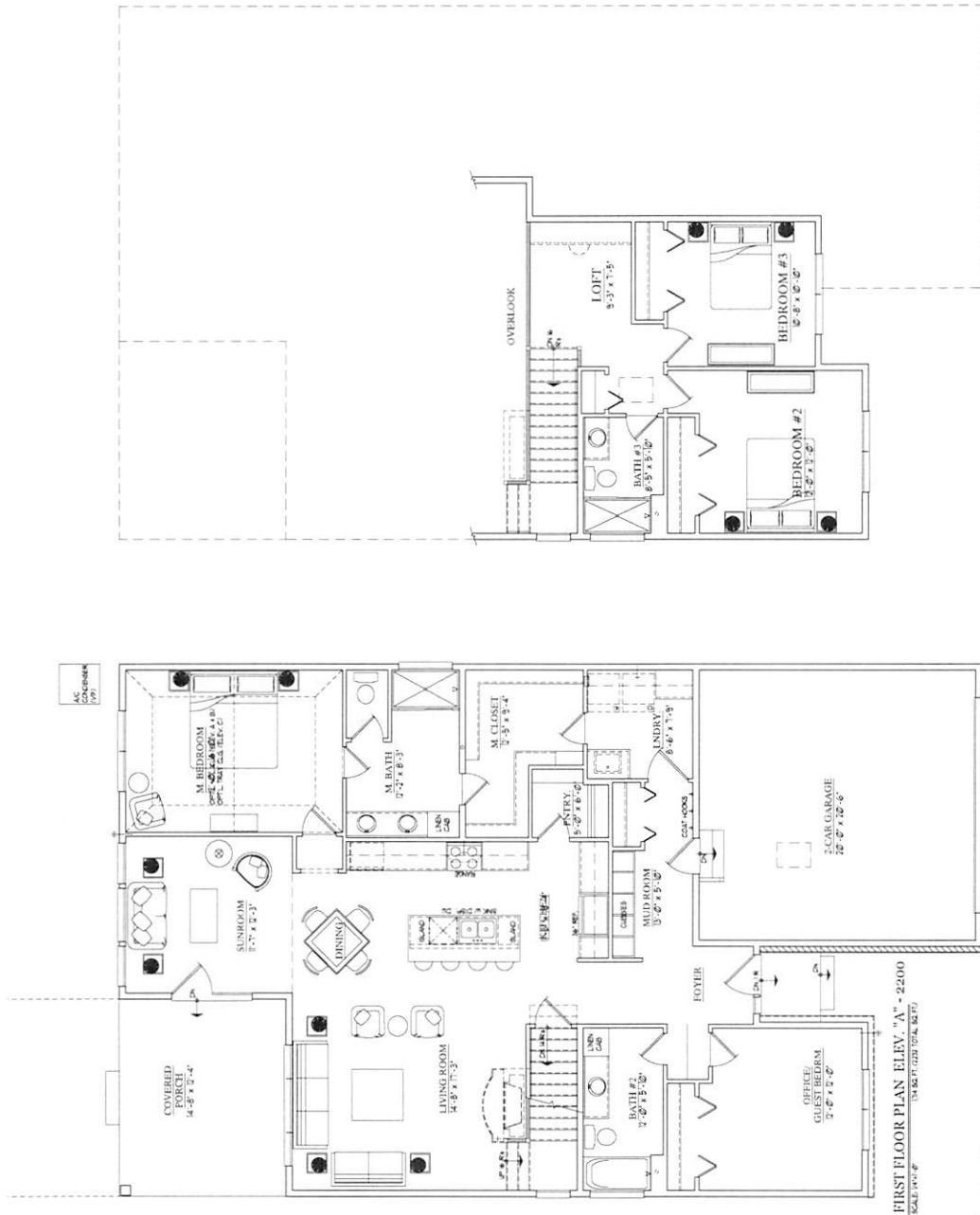
1850 PLAN





2200 PLAN





2200 PLAN



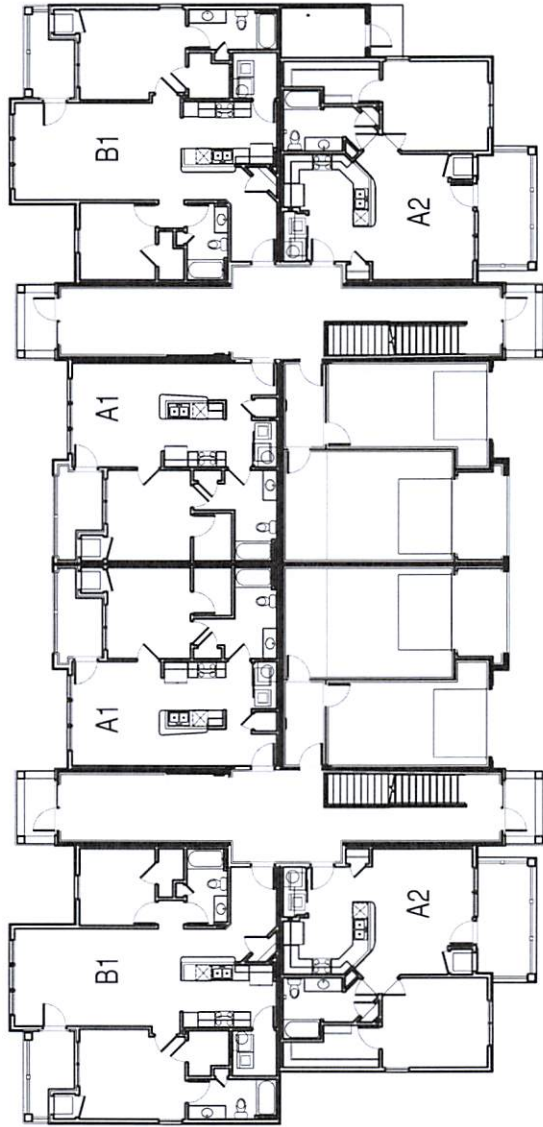


COVER SHEET

GARDEN - GP-005

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August 8, 2018

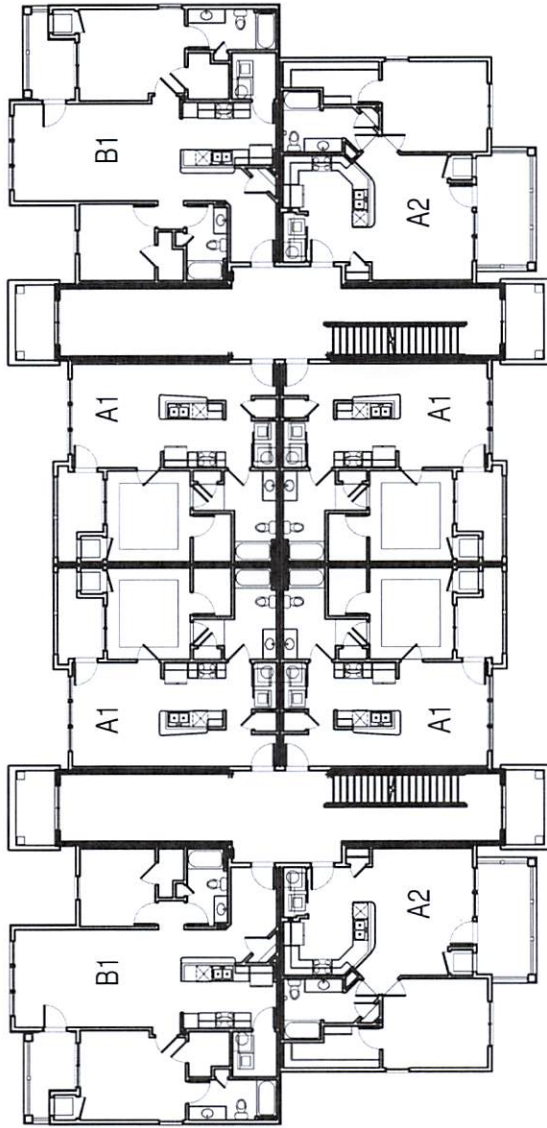


FIRST FLOOR PLAN

GARDEN - GP-005

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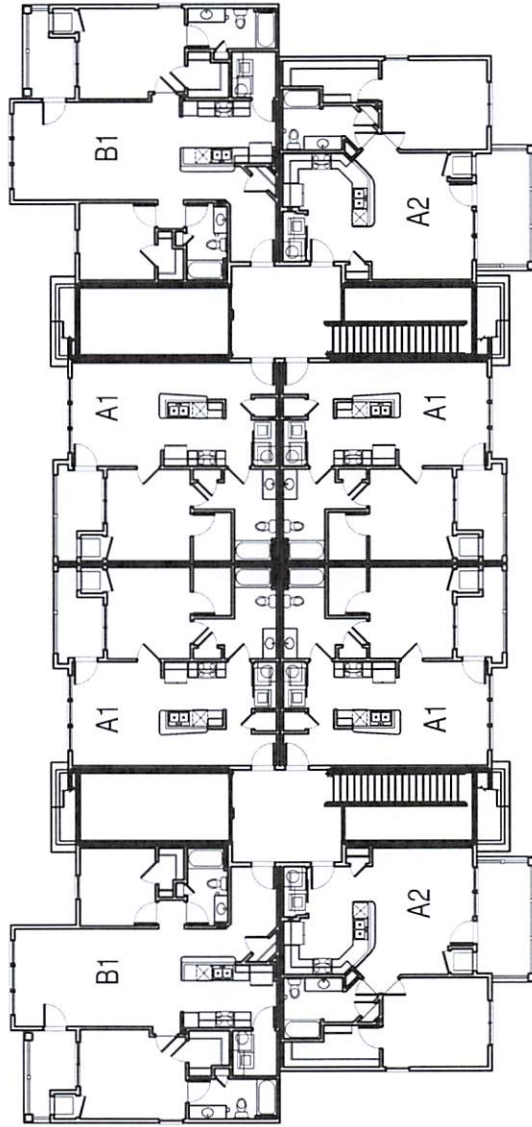


SECOND FLOOR PLAN

GARDEN - GP-005

August 8, 2018

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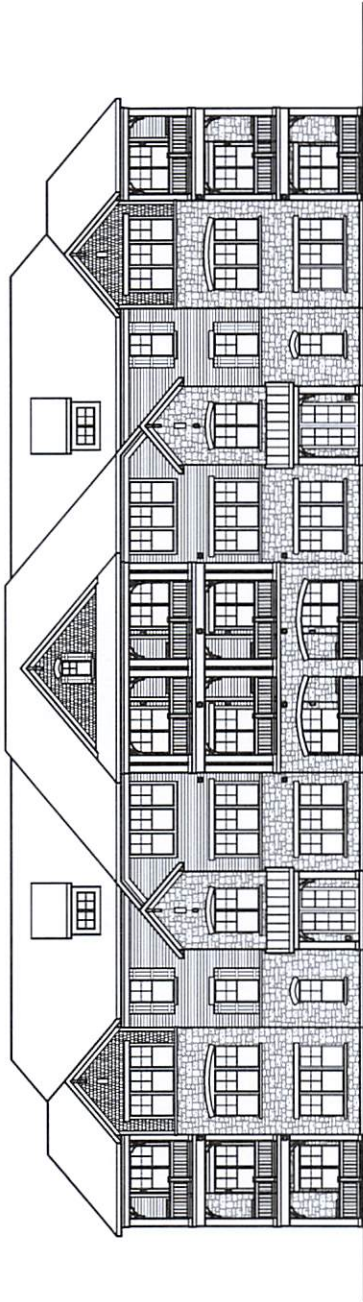


THIRD FLOOR PLAN

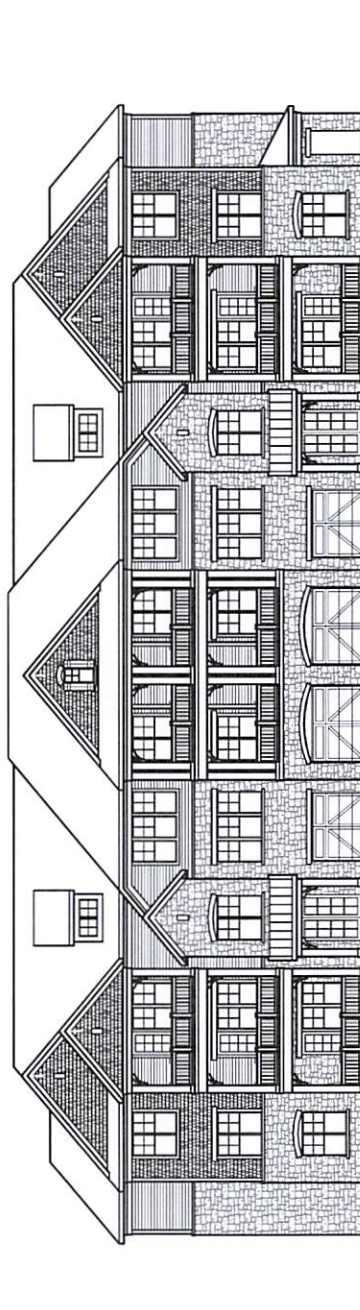
GARDEN - GP-005

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August 8, 2018



REAR ELEVATION

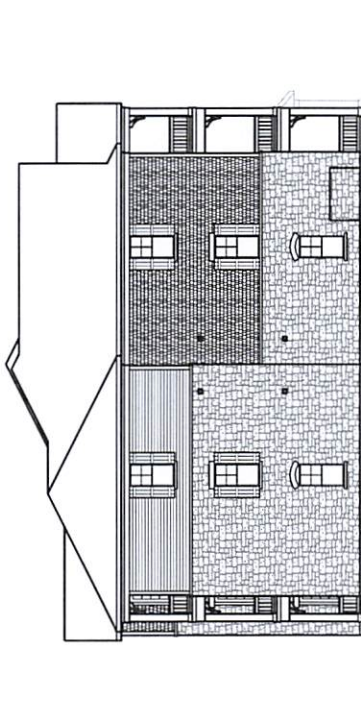


FRONT ELEVATION

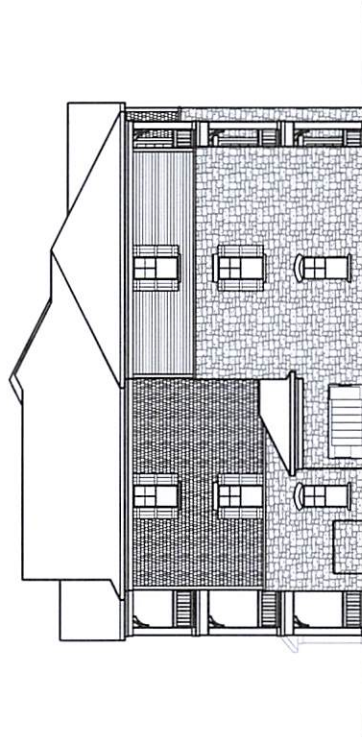
GARDEN - GP-005

August 8, 2018

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LEFT ELEVATION



RIGHT ELEVATION

GARDEN - GP-005

August 8, 2018

UNIT DATA GP-005

MARK	DESCRIPTION	QTY	BLDG.					NET HEATED (SF)		
			1	2	3	4	5	PER UNIT	TOTAL	
APARTMENTS										
A1	ONE BEDROOM	10	10					674	6740	45.45 %
A2	ONE BEDROOM	5	5					743	3715	22.73 %
A2 TYPE A	ONE BEDROOM	1	1					743	743	4.55 %
B1	TWO BEDROOM	6	6					1059	6354	27.27 %
	SUB-TOTAL:	22							17,552	100.00 %

NET HEATED = Exterior face of stud at unit envelope.

UNIT MATRIX

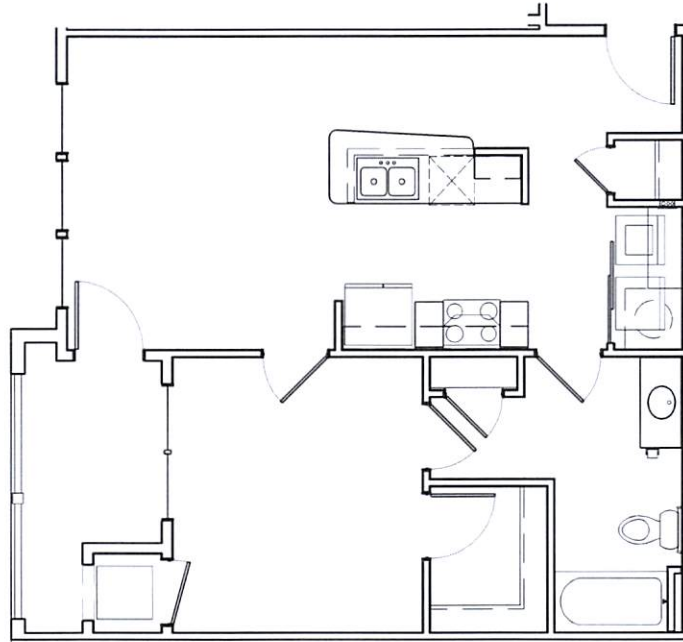
GARDEN - GP-005

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August 8, 2018



Item 5.

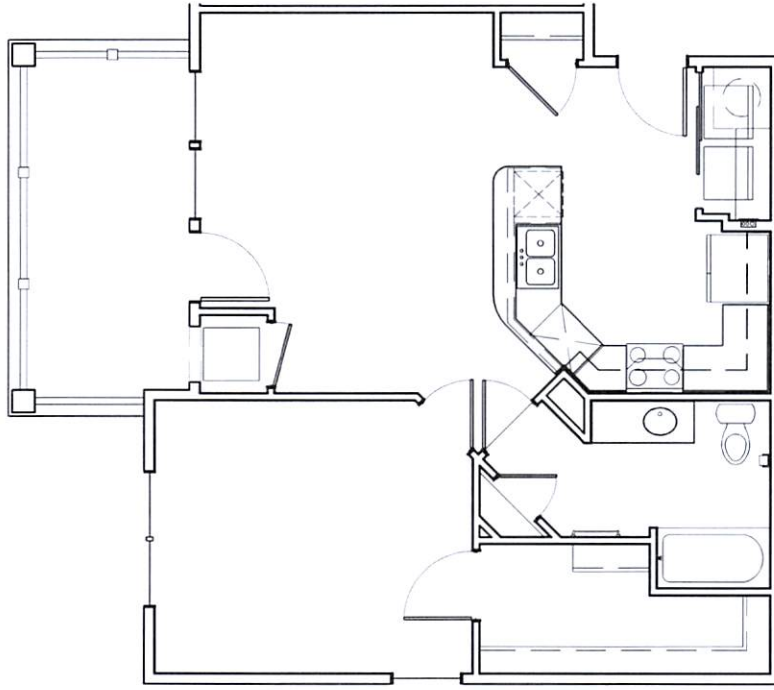


UNIT A1 TYPE B PLAN

GARDEN - GP-005

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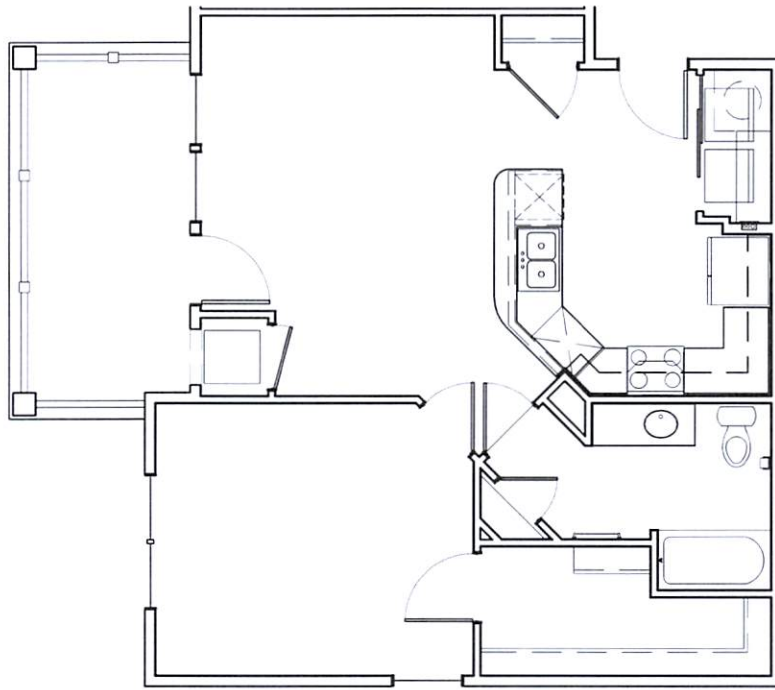


UNIT A2 TYPE B PLAN

GARDEN - GP-005

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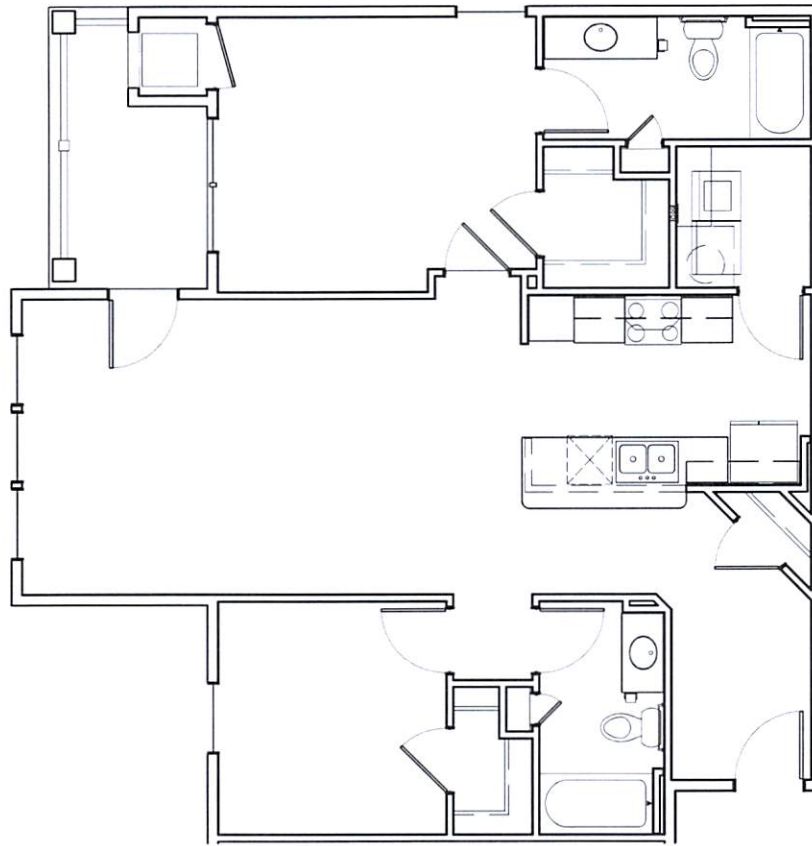
August 8, 2018



UNIT A2 TYPE A PLAN

GARDEN - GP-005

August 8, 2018



UNIT B1 TYPE B PLAN

GARDEN - GP-005

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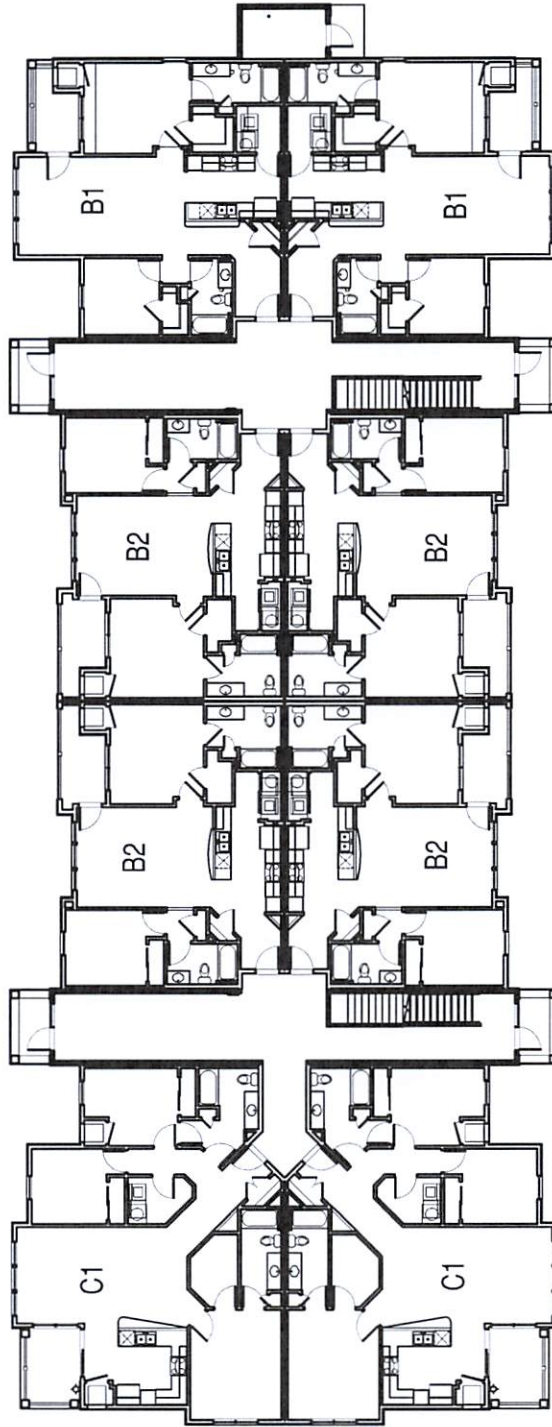


COVER PAGE

GARDEN - GP-006

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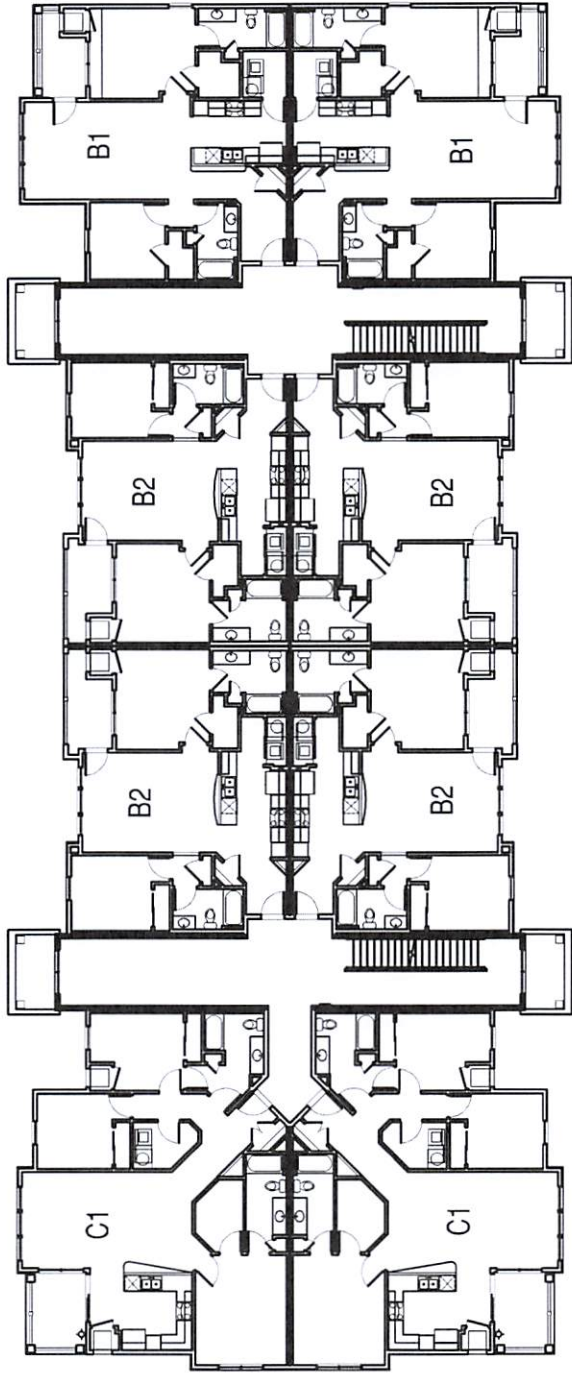


FIRST FLOOR PLAN

GARDEN - GP-006

The drawings presented are illustrative of character and design intent only, and are subject to change based upon final design, constructability, and MEP design requirements, and shall not be used for construction without the written approval of BSB Design, Inc.

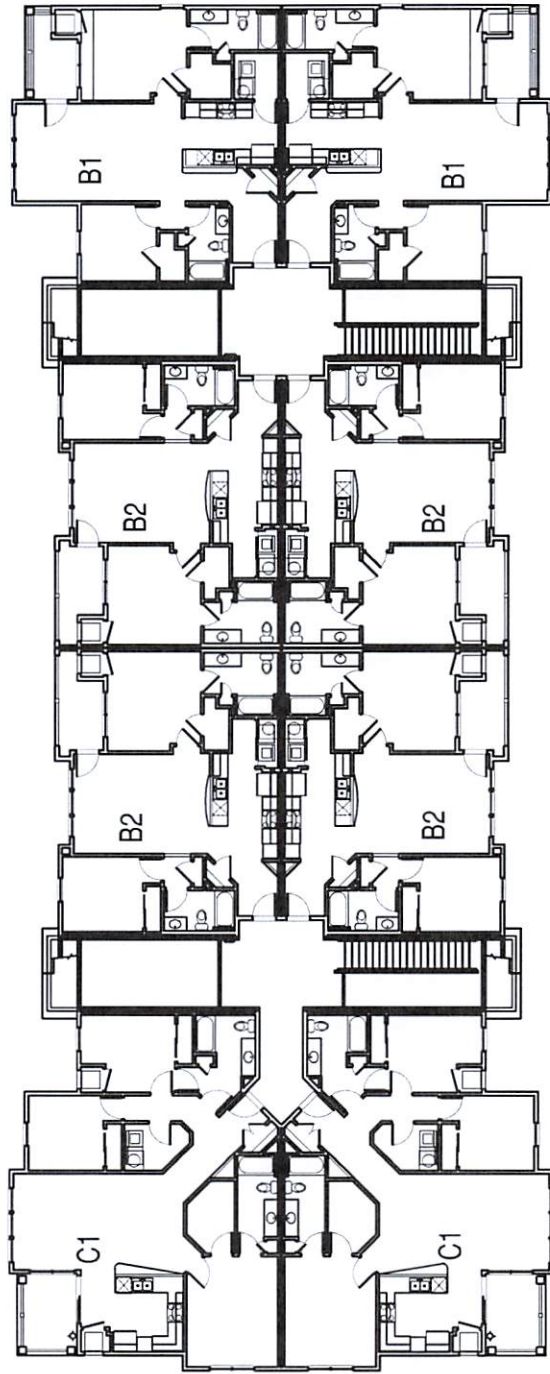
August 8, 2018



SECOND FLOOR PLAN

GARDEN - GP-006

August 8, 2018

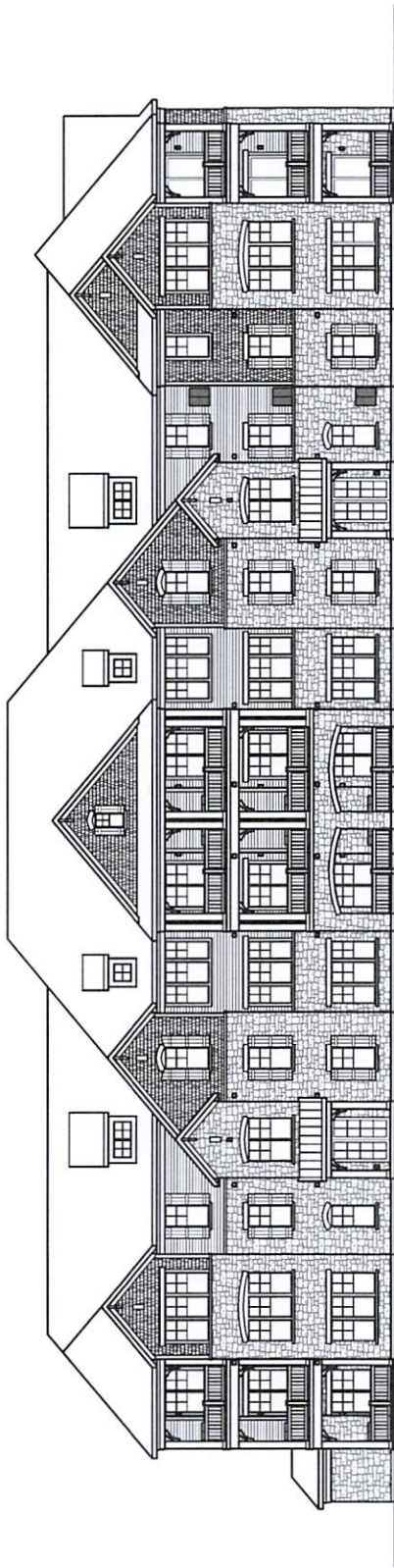


THIRD FLOOR PLAN

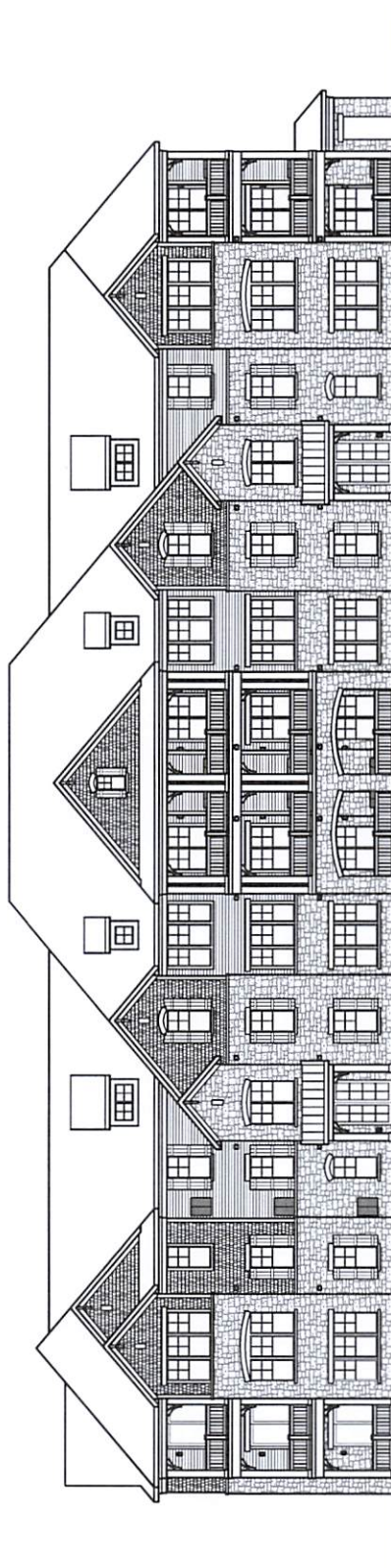
GARDEN - GP-006

The drawings presented are illustrative of character and design intent only, and are subject to change based upon final design considerations (i.e., applicable codes, structural, and MEP design requirements, and other floor plan changes, etc.) © 2018 BSB Design, Inc.

August 8, 2018



REAR ELEVATION

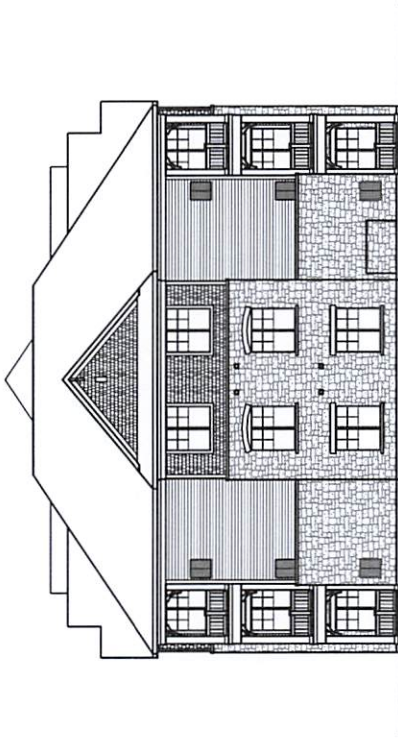


FRONT ELEVATION

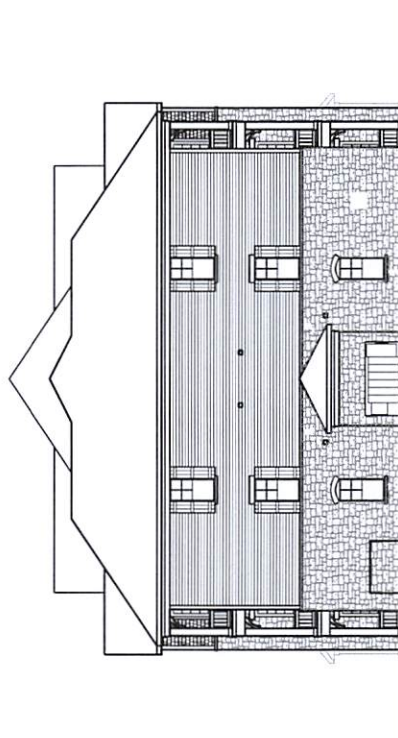
GARDEN - GP-006

The drawings presented are illustrations of character and design intent only, and are subject to change based upon final design considerations (i.e., applicable codes, structural, and MEP design requirements, and final floor plan changes, etc.). © 2018 BSB Design, Inc.

August 8, 2018



LEFT ELEVATION



RIGHT ELEVATION

GARDEN - GP-006

August 8, 2018

UNIT DATA
GP-006

MARK	DESCRIPTION	QTY	BLDG.					NET HEATED (SF)		UNIT MIX
			1	2	3	4	5	PER UNIT	TOTAL	
APARTMENTS										
B1	TWO BEDROOM	6	6					971	5826	25.00 %
B2	TWO BEDROOM	11	11					971	10681	45.83 %
B2 - TYPE A	TWO BEDROOM	1	1					1059	1059	4.17 %
C1	THREE BEDROOM	6	6					1360	8160	25.00 %
	SUB-TOTAL:	24							25,726	100.00 %

NET HEATED = Exterior face of stud at unit envelope.

UNIT MATRIX

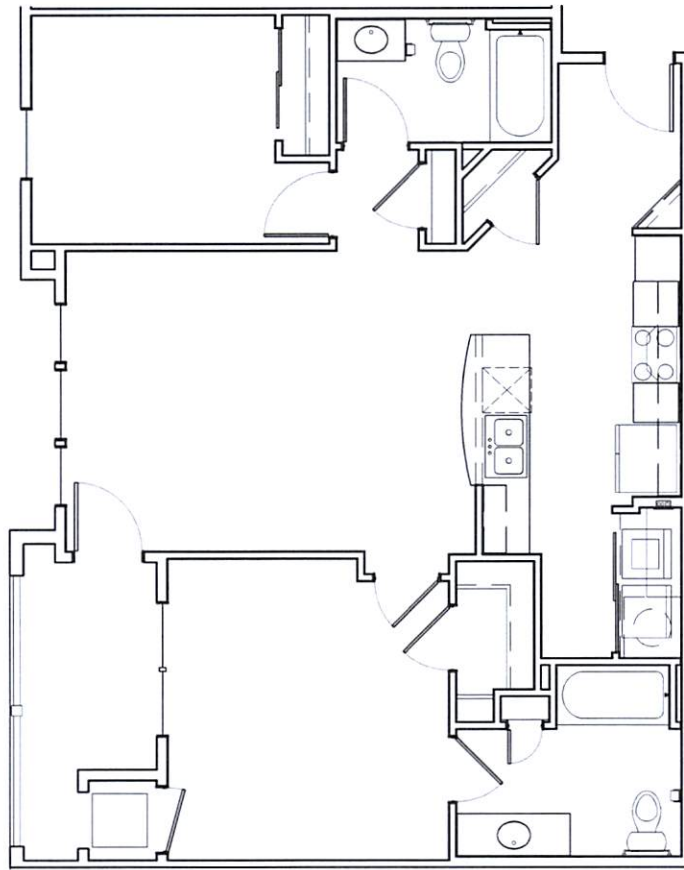
GARDEN - GP-006

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August 8, 2018



Item 5.

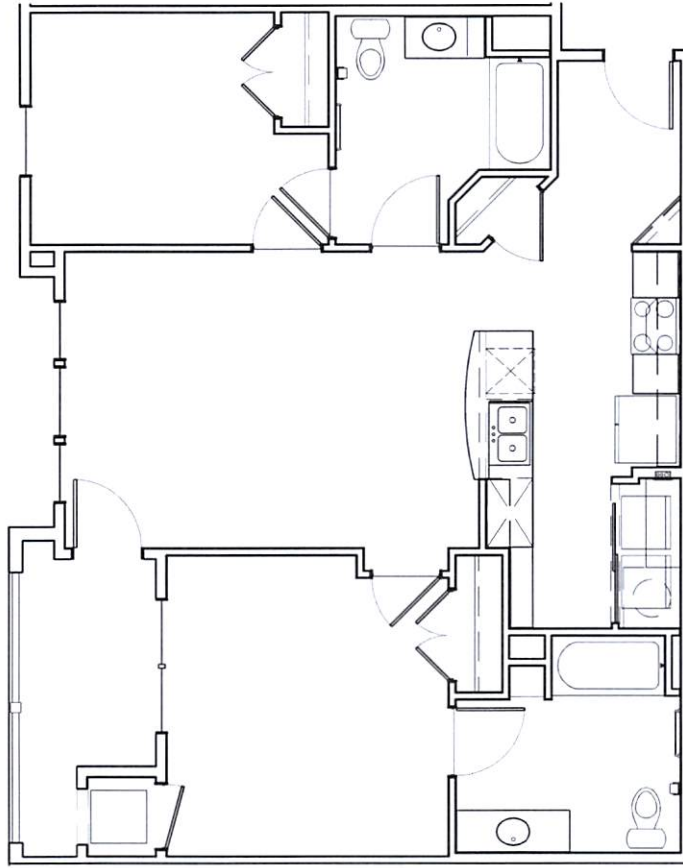


UNIT B2 TYPE B PLAN

GARDEN - GP-006

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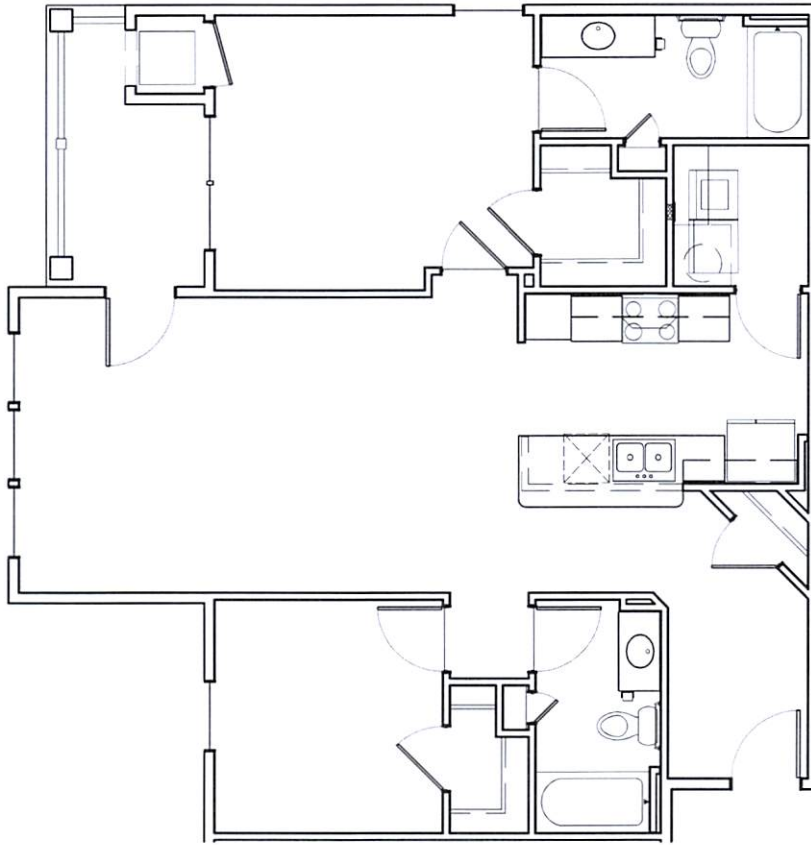


UNIT B2 TYPE A PLAN

GARDEN - GP-006

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August 8, 2018

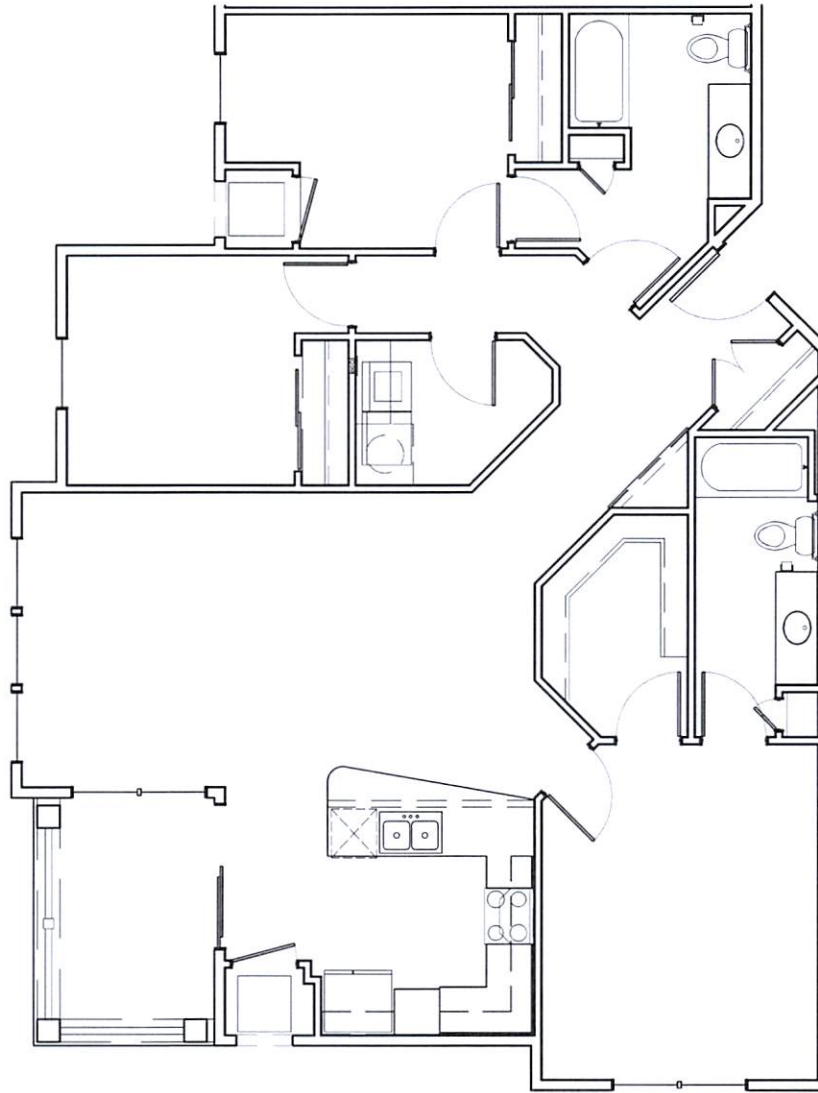


UNIT B1 TYPE B PLAN

GARDEN - GP-006

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August 8, 2018



UNIT C1 TYPE B PLAN

GARDEN - GP-006

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August 8, 2018

EXHIBIT C

EXHIBIT C**PROJECTED RESIDENTIAL REAL ESTATE TAXES**

99 Single-family Homes	\$8,500 per house	\$841,500
308 Multi-family Homes	\$3,000 per unit	<u>\$924,000</u>
Total Projected Initial Real Estate Taxes to TIF:		\$1,765,000

SPESIA & TAYLOR

MEMO

To: City Council
From: Spesia & Taylor
Date: 8/12/22
Re: Amendment to City Purchasing Policy

Issue: At the work session of 8/10/22, I was asked to present an amendment to the City Purchasing Policy, which was last revised and approved by resolution in May of 2019.

DISCUSSION

In reviewing the current purchasing policy, it is not intended to be used solely for emergency purchases. Rather, it is designed to cover all purchasing by the City, from ordinary course office supplies to the professional services discussed at the work session. The 8-page document covers all aspects of the purchase process, including ethics, conflicts of interest, and general procedures regarding the types of vendors to be selected, competitive bidding, and the documentation of purchases.

I was also provided Heather McGuire's April 15, 2019 memorandum to the Council regarding the current version of the policy. Based on the foregoing, it was a challenging task to attempt to make this purchasing policy limited solely to "emergency" purchases by the specified departments. According to the Heather McGuire memorandum, one of the bases for the revised policy was the delay caused by having to bring "staff level" matters and day to day purchasing (below the \$20,000 threshold) before the Council for approval.

In the submitted redlined version of the policy, I have attempted to craft the policy to cover emergency purchases only. However, that would leave a void as to what the Council desires as to every day purchasing by not only the enumerated departments but the other City Departments as well.

As you will note, there are many sections of the policy which are more applicable to a general purchasing policy rather than one which is only applicable to emergency purchases under \$20,000. In fact, you will note that there is currently an emergency purchases section of the policy which was broken down into those emergency purchases over and under the \$20,000 threshold.

Thus, I believe that further Council instruction, discussion and comment is warranted as to how the policy should ultimately be amended.

Given the fact that the special meeting was Wednesday evening and in order to get this matter onto the agenda through Municode, I was simply unable to offer further suggested changes and still get the documents uploaded to Municode.

Perhaps the best solution to these issues would be to create a dedicated emergency purchase policy and to modify the current, general purchasing policy by removing the emergency purchases from it and further modifying to the Council's requirements.



EMERGENCY PURCHASING POLICY

SECTION 1 - PURPOSE

The purpose of this policy is to provide general guidelines for emergency purchasing activities under \$20,000 by the City Public Works, Water/Wastewater and Police Departments and to expedite processing of City emergency purchases by those departments in a timely and efficient manner while assuring adequate internal controls and purchasing authority. This policy is designed to be a fluid document and will be modified from time to time to conform to changes in legislation, technology, and actual practice. ~~Purchases over \$20,000 are intend to be covered by competitive bidding requirements (with the exception of "Emergency Purchases" as detailed herein).~~

The Public Works Director, Water Department/Wastewater Department Head, and Chief of Police, City Administrator, or his/her designee, shall be the final authority concerning enforcement of any of the provisions of this policy. Failure to follow the procedures outlined in this policy may lead to disciplinary action in accordance with the provisions of the City of Crest Hill Personnel Manual. The Finance Director Supervisor will establish written procedures consistent with this purchasing policy and may amend the written procedures in a manner not inconsistent with this policy, local ordinances, or state statutes.

SECTION 2 – ETHICS

2.1 CODE OF ETHICS

All City personnel engaged in purchasing and related activities shall conduct business dealings in a manner above reproach in every respect. Transactions relating to expenditure of public funds require the highest degree of public trust to protect the interests of the City and the residents and businesses of Crest Hill. City employees shall strive to:

- Ensure that public money is spent efficiently and effectively and in accordance with statutes, regulations and City policies.
- Maintain confidentiality at all times.
- Not accept gifts or favors from current or potential suppliers, which might compromise the integrity of their purchasing function.
- Specify generic descriptions of goods wherever possible in lieu of brand names when compiling specifications.

Commented [MRS1]: If this policy is designed solely for emergency purchasing, then what is the policy for every day purchasing of supplies or services?

- Never allow purchase orders for identical goods, services to be split, or variations to City Council approvals to be made in order to circumvent established policy.
- Purchase without favor or prejudice.
- Ensure that all potential suppliers are provided with adequate and identical information upon which to base their offer or quotation and that any subsequent information is made available to all bidders.
- Establish and maintain procedures to ensure that fair and equal consideration is given to each offer or quotation received and selection is based upon the lowest total cost compliant bid.
- Offer a prompt and courteous response to all inquiries from potential or existing suppliers.

2.2 CONFLICT OF INTEREST

Except as may be disclosed to and permitted by the City Council, it shall be a breach of ethical standards for any employee to participate directly or indirectly in the purchasing process when the employee knows that:

- The employee is contemporaneously employed by a bidder, vendor or contractor involved in the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family holds a position with a bidder, offeror or contractor such as an officer, director, trustee, partner or the like, or is employed in a capacity involving personal and substantial participation in the procurement transaction, or owns or controls an interest in the company; or
- The employee, the employee's partner, or any member of the employee's immediate family has a financial interest arising from the procurement transaction; or
- The employee, the employee's partner, or any member of the employee's immediate family is negotiating, or has an arrangement concerning, prospective employment with a bidder, vendor or contractor.
- The employee's immediate family shall be defined as a spouse, children, parents, brothers and sisters and any other person living in the same household as the employee.

2.3 QUALIFIED LOCAL BUSINESSES

To the extent not prohibited by state statute, it shall be the policy of the City to procure goods and services from qualified local businesses to the greatest extent possible. In order to be considered a qualified local business, a business must meet each of the following criteria:

1. Business must be located within limits of the City.

2. Employs year round staff located at the business within the City.
3. Is current with all payments to the City.
4. Has adequately qualified/trained staff to service the bid item.

SECTION 3 - PURCHASING PROCEDURES

The Department Heads listed above ~~City Administrator is~~ are authorized to make, in the ordinary course of business, all emergency purchases of materials, supplies and services necessary for the City, including the Cable Department, as provided for in the annual budget; provided that on purchases of more than \$20,000, the City ~~Manager shall~~ Administrator shall first procure the approval of the Council before making such purchases. Although any employee of the City may make budgeted purchases, the Department Head is responsible for ensuring that any employee in his/her department is appropriately trained and adequately supervised to ensure that no inappropriate purchases are made. The specific dollar limits of employees' purchasing authority are outlined below and include contracts for the same.

1. For budgeted purchases less than \$1,000, only the purchaser's approval is required with the review of the Department Head.
2. For budgeted purchases between \$1,000 and \$4,999.99, the purchaser and the Department Head's approval are required. Three verbal quotes are required.
3. For budgeted purchases between \$5,000 and \$20,000.00, the City Administrator, the purchaser, the Department Head and the Finance Supervisor must approve the purchase. Three written quotes are required.
4. For any purchases greater than \$20,000, Council approval must be obtained prior to the purchase.

3.1 PURCHASES AND CONTRACTS UNDER \$1,000

Purchases and contracts under \$1,000 must be authorized the purchaser and reviewed by the Department Head. These purchases require no special rules for comparative pricing; they generally consist of low cost items needed quickly or other items purchased from a pre-approved vendor. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

3.2 PURCHASES AND CONTRACTS BETWEEN \$1,000 AND \$5,000

Purchases in excess of \$1,000 and less than \$5,000 must be authorized by the Department Head or his/her designee. The purchases require three verbal competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. Department Heads are expected to ensure that the City is paying a reasonable amount for the items involved and periodically obtain price quotes to ensure competitive pricing.

Commented [MRS2]:

What is the Cable Dept. and does this fall within one of the listed Departments?

Does the Council still want the City Administrator involved in purchases over \$20,000 or is it the Department Head?

Alternatively, Sections 3.1, 3.2 and 3.3 may be unnecessary to the extent that they seem to apply to every day purchases rather than emergency purchases.

3.3 PURCHASES AND CONTRACTS BETWEEN \$5,000 AND \$20,000

Purchases in excess of \$5,000 and less than \$20,000 generally require three written competitive quotes. When possible, request for quotes should be solicited from a minimum of five (5) vendors to ensure that a respectable level of solicitation has been attempted. In the event that three quotes cannot be acquired, staff must provide supporting information as to why three quotes could not be acquired. This information should include documentation of the advertisement and solicitation process, direct vendor solicitation methodology including, vendor contact information and vendor outreach scope and attempts via a memo from the Department Head. The Finance Supervisor will make a recommendation to the City Administrator as to whether the purchase should be made with less than three quotes, or continue solicitations to obtain additional quotes.

3.4 GENERAL PURCHASING PROCEDURES

The following procedure will be used for all general purchasing processes unless the purchase is required to be made by competitive bidding procedures.

1. The operating department will make every effort to obtain a minimum of three written, email, or fax, price quotes from vendors who are eligible to provide the item or service;
 - a. Only the City Administrator or designee can waive the three-quote requirement;
 - b. No purchases or work is to be initiated until the three-quote requirement has been waived by the City Administrator or designee.
2. Responding vendors must provide quote responses on their letterhead or company form with a company authorized signature.
3. The operating department will review the quotes received to determine which vendor provided the lowest responsible and responsive quote;
4. Generally, no purchases can be made until a requisition and/or purchase order is created and fully approved.

There are occasions when it is beneficial and expeditious for a department to utilize a current or past vendor that provided a favorable price and/or service. In these instances the City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly, efficiently and effectively correct a problem or purchase an item.

- ### 3.5 PROFESSIONAL SERVICES.
- This policy shall not apply to purchasing or obtaining professional services, which are governed separately from the normal procurement process. Professional services, where possessing a high degree of professional skill and the ability and fitness of the individual plays an important part are subject to state law requirements. The Department Heads as outlined in this Policy are ~~City Administrator is~~ authorized to engage the temporary emergency services of engineers, attorneys or other professionals for

any matter that will create an obligation for such services not exceeding twenty thousand dollars (\$20,000) without prior approval of the City Council.

Contracts for architectural, engineering, land surveying services and other professional services as designated by the ~~applicable Department Head~~ City Administrator (for example, public relations consultation services), shall be entered into on the basis of demonstrated competence and qualifications for the type of services required and at fair and equitable compensation. If the City has a satisfactory, established relationship with a firm, a professional services agreement may be negotiated with that firm without contacting other firms providing it has been determined the firm has the necessary qualifications and experience for the particular project. The ~~applicable Department Head~~ City Administrator may sign all such contracts. All professional services agreements in excess of \$20,000 must be approved by the City Council.

3.6 DEPARTMENT RESPONSIBILITIES

~~Departments are responsible for adhering to the following purchase procedures:~~

- ~~1. Enter, review and approve requisitions daily.~~
- ~~2. Instruct vendors to mail invoices directly to the Finance Department.~~
- ~~3. Obtain a W9 from all new vendors and forward to the Finance Department.~~
- ~~4. Paperclip completed and approved purchase order to applicable packing slip and additional supporting documents and forward to the Finance Department.~~
- ~~5. Ensure that vendor payment terms are never less than 30 days.~~
- ~~6. Once the invoice is received, the Finance department will review the information and return unbalanced documents to Department Heads to rectify and resolve problems and discrepancies between the invoices and purchase orders (work orders, packing slips, and quotes are not acceptable replacements for invoices).~~

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3.7 PETTY CASH

~~Responsibility for custody and safeguarding of each fund and for all fund disbursements rests with the appropriate Department Head. The Department Head may designate an employee in their department as custodian of the petty cash fund. Petty cash is to be used to reimburse employees for City expenses which the employee incurs up front and for small purchases which are handled most efficiently by utilizing petty cash. The following restrictions apply:~~

- ~~1. Individual petty cash purchases are limited to a maximum of \$50.00 unless approval is given by the City Administrator.~~
- ~~2. Employee must prepare a petty cash voucher which is approved by the Department Head.~~
- ~~3. Receipts documenting the expense must be attached to the petty cash voucher.~~

- ~~4. Disbursements from petty cash funds cannot be ultimately approved without receipts. If cash is provided in advance of the purchase, the employee must return the unused cash along with the receipt. If an employee cannot provide a receipt, alternative verification approved by the Department Head must be attached.~~
- ~~5. Each department is responsible for balancing and reconciling its own petty cash fund. The Deputy City Clerk is responsible for balancing and reconciling the Mayor's, City Administrator's and Clerk's petty cash funds.~~

SECTION 4 – COMPETITIVE PURCHASING AND EXCEPTIONS

It is the policy of the City of Crest Hill to procure needed materials, supplies, labor, and public improvements from the lowest responsible and responsive vendor. Additionally, certain conditions may warrant waiving of the competitive bidding process when the purchase is over \$20,000. Only the City Council may waive the competitive bidding requirement with a 2/3 vote. Staff must indicate the reason for recommending waiving competitive bidding and the reason must be stated publicly when the City Council approves a purchase. Acceptable reasons to waive the competitive bidding requirement may include, but are not limited to (all items below are subject to the purchase procedures and regulations as outlined in this policy):

1. Emergency purchases;
2. Proprietary and Sole Source purchases;
3. Equipment standardization;
4. Manufacturer, Repairs and Authorized Dealers/Sellers;
5. Technical nature of item makes competition impractical or will negate standardization;
6. Joint Governmental or Cooperative purchasing programs;
7. Vendors Currently Under Contract: Utilization of a vendor currently under contract or that serves as the City's designated vendor for system maintenance (for example, utilize the same vendor that installed the building security system to install additional equipment)

- 4.1 EMERGENCY PURCHASES.** Emergency purchases are those unforeseen purchases where there is an immediate threat to public health or safety, or to meet emergencies rising from unforeseen causes, which necessitate the need for immediate delivery of items or services, or to prevent delays in work or construction schedules.

~~The applicable Department Heads shall have the authority to make emergency purchases of goods or services of less than \$20,000 pursuant to this Policy but~~ must notify the City Administrator immediately when they become aware of the need for an emergency

purchase. Thereafter, the applicable Department Heads shall report the emergency purchase to the City Council at the earliest opportunity.

With respect to emergency purchases over \$20,000, -Ddocumentation including an explanation of the emergency must be submitted to the City Administrator in writing within five (5) working days of the department becoming aware of the emergency. The City Administrator or his/her designee is authorized to make emergency purchases over twenty thousand dollars (\$20,000) and must report to the City Council at the earliest opportunity for their approval and ratification. All emergency purchases must be thoroughly documented.

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Commented [MRS3]: Does the Council want the Administrator to have this authority or the Department Head?

4.2 PROPRIETARY AND SOLE SOURCE PURCHASES. Contracts for parts, supplies or equipment that are available only from a single source are referred to as sole source purchases. Sole source procurements may arise from the following circumstances:

1. Equipment and/or material for which there is no comparable competitive product or is available only from one supplier;
2. public utility services from natural or regulated monopolies;
3. a component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer;
4. An item where compatibility is the overriding consideration, such as computer software.

Commented [MRS4]: Sections 4.2 through 4.8 are probably important to have in a general purchasing policy but really are inapplicable if this is to be solely an emergency purchasing policy.

These items shall not be subject to requirements for seeking competitive quotes or bids. However, purchases in excess of \$20,000 shall be presented to the City Council prior to acquisition with a request to waive bids, approve the purchase and enter into a formal contract. Formal bidding for work or public improvements over \$20,000 may be waived by 2/3 vote of the trustees.

4.3 EQUIPMENT STANDARDIZATION. Occasionally, because of the technical nature of certain items, standardization of a particular supplier's specifications may be desirable upon the user department director's documentation. In such a case, the final determining body for standardization will be the City Council. A decision to standardize must be weighed against:

1. the problems associated with having only one supplier available; and,
2. the economy of the alternative of non-standardization.

4.4 MANUFACTURER REPAIRS AND AUTHORIZED DEALERS/SELLERS. In some cases, expenditures involving the purchase, service, repair, modification, or calibration of equipment, can only be performed by the manufacturer of the equipment.

The purchase of some items are only available to be purchased from an authorized or regional dealer/seller.

4.5 TECHNICAL NATURE OF ITEM. In instances where the City has existing software, machinery or other technical equipment, the department is not required to purchase something incompatible with what the City already has in place. It is impractical to purchase something that would not be attuned to material already in place.

4.6 JOINT PURCHASING PROGRAM (COOPERATIVES). Cooperative purchasing between the City of Crest Hill and the State of Illinois, other local governments, local and national cooperatives such as South Suburban Mayors and Managers Association (SSMMA) or the Suburban Purchasing Cooperative (SPC) and Sourcewell *—formerly National Joint Powers Alliance*, or arrangements with other organizations can result in significant savings on the purchase price of many items.

Department Heads are responsible for analyzing the desirability of taking advantage of cooperative purchasing arrangements and making recommendations to the City Administrator. Department Heads should research cooperative purchasing arrangements to ensure that competitive prices have been obtained.

4.7 VENDORS CURRENTLY UNDER CONTRACT or that serve as the City's designated vendor for system maintenance activities (for example: cost saving in utilizing the same vendor that installs the building security system to install additional equipment).

4.8 PURCHASES BETWEEN \$5,000 AND \$20,000. There are occasions when past use of known vendors expedites the purchase process. These expedited purchases increase City operation efficiency. The City Administrator or designee is authorized to waive the three quotes requirement when it is determined the City can quickly and effectively correct a problem or purchase an item.

SECTION 5 - DOCUMENTATION

5.1 CONTRACT SUBMISSION AND REVIEW. Contracts for goods or services less than \$20,000 must be reviewed by the City Administrator and may be reviewed by the City Attorney as determined by the City Administrator. Contracts for goods or services equal to or exceeding \$20,000 must be approved by the City Administrator and City Attorney, (if requested by the City Administrator), before submission to the City Council for consideration. Contracts resulting from competitive bidding may be submitted to the City

Council for bid acceptance, contingent upon final contract approval by the City Administrator and City Attorney.

- 5.2 CONTRACT SIGNATURES.** The City Administrator or designee will sign approved contracts between \$1,000 and \$20,000. Department Heads or designees will sign contracts less than \$5,000. The Mayor will sign contracts over \$20,000 as approved by the City Council.

RESOLUTION NO. _____**A RESOLUTION AMENDING THE PURCHASING POLICY FOR THE
CITY OF CREST HILL**

WHEREAS, the City of Crest Hill seeks to provide an effective and efficient guide for the City employees to requisition and purchase goods and services used within the scope of their employment; and

WHEREAS, the growth of the City of Crest Hill necessitates revision of its existing Purchasing Policy; and

WHEREAS, for such purposes Corporate Authorities deem it in the best interests of the City to Amend its previously adopted Purchasing Policy as attached hereto and incorporated herein as "Exhibit A".

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: PREAMBLE: The recitals set forth above are found to be true and incorporated herein and made part hereof.

SECTION 2: APPROVAL TO AMEND: The Purchasing Policy as attached hereto and incorporated herein as "Exhibit A" is hereby adopted by the City of Crest Hill as the official policy of the City relative to purchases.

SECTION 3: REPEALER: All ordinances, resolutions or parts or ordinances or resolutions conflicting with any of the provisions of this Resolution shall be and the same are hereby repealed.

SECTION 4: EFFECTIVE DATE: This Resolution shall take effect immediately upon its passage and approval as provided by law.

RESOLVED THIS 15th DAY OF AUGUST, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderman Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



Agenda Memo**Crest Hill, IL**

Meeting Date: August 22, 2022
Submitter: Jim Marino, City Administrator
Department: Administration
Agenda Item: City Administrator Ordinance

Summary:

Councilmembers requested that the City Administrator ordinance be included on the August 22 work session meeting agenda for discussion.

Recommended Council Action: N/A

Financial Impact: N/A

Funding Source:

Budgeted Amount:

Cost:

Attachments:

City Administrator ordinance

CHAPTER 2.22: CITY ADMINISTRATOR

Section

2.22.010	Creation of office; appointment; term
2.22.020	Qualifications; removal
2.22.030	General duties

§ 2.22.010 CREATION OF OFFICE; APPOINTMENT; TERM.

The office of City Administrator is created. The City Administrator shall be appointed by the Mayor with the advice and consent of the City Council for an indefinite term. The City Administrator serves at the pleasure of the Mayor, who has sole discretion to unilaterally discharge the individual serving in that capacity at any time.

(Ord. 1401, passed 5-15-06)

§ 2.22.020 QUALIFICATIONS; REMOVAL.

The City Administrator shall be chosen on the basis of her or his executive and administrative qualifications, with particular reference to actual experience or knowledge of accepted practices in respect to the duties of this office. The City Administrator need not be an actual resident of the city but proximity and accessibility to the city may be an element in the selection of the City Administrator. The City Administrator may be removed from office at any time by the Mayor.

(Ord. 1401, passed 5-15-06)

§ 2.22.030 GENERAL DUTIES.

The City Administrator shall be the Chief Administrative Officer of the city, and reports to the Mayor who is the Chief Executive Officer of the city. The City Administrator is responsible to the Mayor and the City Council. The City Administrator shall be responsible for and direct the efficient and productive administration of all city departments, under the direction of the Mayor. The duties and responsibilities of the Administrator shall include, but are not limited to the following:

(A) The enforcement and administration of all laws, ordinances and city policies.

(B) The direction and supervision of all city departments, as delegated by the Mayor; the Administrator has the duty and responsibility to direct and coordinate all city-wide and interdepartmental projects, programs, policies, and administrative matters which are applicable to all departments.

(C) Facilitate the facts and evidence to the Civil Service Commission for the hiring, promotion, discipline, and discharge of any non-department head employee of the city (except Police Department employees) unless otherwise provided by the Statutes of Illinois.

(D) Conduct the selection processes and recommend only to the Mayor the appointment, suspension, or removal of all department heads.

Crest Hill - Administration and Personnel

(E) Conduct annual performance evaluations of all appointed department heads and other city employees who report to the City Administrator, and, in the absence of a department head due to a vacancy of that position, conduct annual performance evaluations for that department.

(F) Prepare the budget annually with the cooperation and assistance of other city staff and submit it to the Mayor and City Council together with a message describing the important features and be responsible for budget administration after adoption.

(G) Recommend to the Mayor and City Council personnel policies and a standard schedule of pay for each job classification in the city service and coordinate with union negotiations and make recommendations to the Mayor and City Council.

(H) Recommend to the Mayor and City Council adoption of such measures as may be deemed necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services.

(I) Responsibility for handling and following up inquiries and/or requests for public services from elected and/or appointed officials of the city as well as from the public at large.

(J) Represent the city at any community or intergovernmental functions as may be directed by the Mayor and City Council.

(K) The attendance at City Council meetings and committee meetings, unless excused by the Mayor, and the right to take part in the discussions at said meetings, but with no right to vote.

(L) The production of required studies and recommendations for the improvement or change of existing or proposed city services or policies.

(M) The City Administrator shall perform additional duties as described specifically in the city's job description for the City Administrator position or may be assigned by the Mayor and/or City Council from time to time.

(N) The City Administrator shall have experience (including grants-in-aid) and procurement of alternate sources of financing in order to continue to provide a high level of municipal services, facilities and infrastructure in a cost-effective manner.

(Ord. 1401, passed 5-15-06)



Agenda Memo

Crest Hill, IL

Meeting Date: 8/22/2022

Submitter: Lisa Banovetz/ Glen Conklin

Department: Treasurer's Office

Agenda Item: City Council's consideration to hire an additional Accounts Disbursement Clerk

Summary:

During the Fiscal Year 2022~2023 budget process, there were discussions of adding an additional Accounts Disbursement Clerk to the Treasurer's Office, but the position was not accounted for in the current year's budget.

The City is respectfully requesting to add an additional Accounts Disbursement Clerk to the current Treasurer's Office staff. If City Council approves this request, the Treasurer's Office would have three (3) Accounts Disbursement Clerks and one (1) Utility Billing Supervisor.

The Treasurer's Office is understaffed. Adding one Full Time Equivalent (FTE) Accounts Disbursement Clerk in the Treasurer's Office would reduce the frequency for the need to ask other departments for assistance to ensure that the City is providing excellent customer service to its residents.

Per the current International Union of Operating Engineers, Local 150 contract, the salary for the Accounts Disbursement Clerk position would be \$26.52 an hour (or \$55,161.60 annually) plus health insurance and Illinois Municipal Retirement Fund (IMRF) benefits. This would be a new International Union of Operating Engineers, Local 150 position and would be funded from the City's Water and Sewer Administration fund.

This position is not currently in the Fiscal Year 2022~2023 budget. However, the City recently received notification that it will be receiving an additional \$78,758 more than it had budgeted for in revenue from the Illinois Department of Revenue (IDOR) for its share of the Personal Property Replacement Taxes (PPRT). PPRT are revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away.

The additional PPRT revenue is a one-time increase that will cover the unbudgeted salary and benefits for this position for the current fiscal year. A budget amendment will not be required.

This will be a position that will be budgeted for, if approved by the City Council, in the Fiscal Year 2023~2024 budget.

This position is subjected to the City's current Civil Service hiring process. The current Civil Service list expires in October 2022.

Recommended Council Action:

To hire a full time Accounts Disbursement Clerk from the City's current Civil Service list.

Financial Impact:

Funding Source: Water/Sewer Fund

Budgeted Amount: \$0

Cost: \$55,161.60 plus benefits to be offset by the unbudgeted increase in the PPRT revenue which will be received during the Fiscal Year 2022~2023

Attachments: Fiscal Year 2023 Estimate for Replacement Taxes

Anyone, 6 months of age and older, is eligible to receive the COVID-19 vaccine. Find your nearest vaccination location at [vaccines.gov](https://www.vaccines.gov/). [<https://www.vaccines.gov/>]

[Revenue \[/rev/Pages/default.aspx\]](#) ▶ [Local Governments \[/rev/localgovernments/Pages/default.aspx\]](#) ▶ [Replacement Tax Estimate \[/rev/localgovernments/replacementtaxestimate/Pages/default.aspx\]](#)

Fiscal Year 2023 Estimate for Replacement Taxes

In accordance with Illinois statute (50 ILCS 420/4.1), the Illinois Department of Revenue is required to provide an estimated entitlement* of the amount of Personal Property Replacement Taxes ("PPRT")** for Fiscal Year 2023.

The Fiscal Year 2023 PPRT allocations are estimated at \$4.320 billion. This is an increase of 7.5% from Fiscal Year 2022 PPRT allocations that totaled \$4.018 billion.

PPRT allocations are estimated to be higher for the following reasons:

- There will be three transfers from the Income Tax Refund Fund to the Personal Property Tax Fund in August, September, and October 2022 totaling approximately \$359 million. These statutory transfers are because the estimated deposits into the Income Tax Refund Fund exceeded the money paid out for PPRT refunds in Fiscal Year 2022.
- A decline in the refund fund diversion rate will lead to an additional \$23 million deposited into the PPRT fund.

A detailed listing of the approximate 6,500 local taxing districts which are entitled to receive an allocation for Fiscal Year 2023 (July 1, 2022 through June 30, 2023) is available here [[/rev/localgovernments/replacementtaxestimate/Documents/rasest23.xlsx](#)]. The list contains the following information:

- District name
- District number
- FY 2023 estimated amount
- FY 2022 actual disbursement amount
- Vendor number

This information may be considered solely for purposes of allowing local governments to prepare budgets with 50 ILCS 420/1 et seq., Tax Anticipation Notes.

Hello! I am the Illinois Department of Revenue virtual assistant. How may I assist you today?

Ask something...

Illinois Department of Revenue
Revenue
Ordinance

ESTIMATE FOR PERSONAL PROPERTY REPLACEMENT TAX FY2023

STATE FISCAL YEARS BEGIN JULY 1 AND END JUNE 30 OF EACH YEAR

DISTRICT NAME	DISTRICT NUMBER	2023	2022	VENDOR NUMBER
		FISCAL YEAR ESTIMATE	FISCAL YEAR PAYMENT TOTALS	
CREST HILL CITY	0992400019	\$ 128,758.00	\$ 119,763.41	009920019
Fiscal Year 2022~2023 Budgeted amount		\$ 50,000.00		
Increase from budget		\$ 78,758.00		

Previous years totals	2022	\$	117,200.00
	2021	\$	51,640.00
	2020	\$	52,342.00
	2019	\$	41,531.00



Agenda Memo

Crest Hill, IL

Meeting Date: 8/22/2022
Submitter: Lisa Banovetz/ Glen Conklin
Department: Treasurer's Office
Agenda Item: Employee Relations Manager ~ Assistant to the Director of Finance

Summary:

In March 2022, the City eliminated its Human Resource Manager's position. Many of these duties have been redistributed among the City's Treasurer's Office department staff.

The City is respectfully requesting to create a position for Employee Relations Manager ~ Assistant to the Director of Finance. The City did budget \$100,000 with the intention of replacing this position. There would not be a need for an amendment to the Fiscal Year 2022~2023 budget.

The job description for this position is attached.

Recommended Council Action:

Approve the addition for position of Employee Relations Manager ~ Assistant to the Director of Finance and to create the ordinance which will allow for the addition of this position.

Financial Impact:

Funding Source: 50% General Fund and 50% Water/Sewer Fund

Budgeted Amount: \$100,000

Cost: \$66,000 plus benefits

Attachments: Job description



Position: Employee Relations Manager ~ Assistant to the Director of Finance

Status: Exempt

Department: Administration

Last Updated: August 19, 2022

General Purpose:

The Employee Relations Manager ~ Assistant to the Director of Finance manages the administration of the City's Human Resources programs including policy development and implementation; recruitment and selection; compensation; employee benefits; labor relations; employee safety in addition to assisting the Director of Finance. This position will complete other duties as assigned by the Treasurer, Director of Finance, and the City Administrator.

Supervision Received:

The Employee Relations Manager ~ Assistant to the Director of Finance is supervised and report to the Director of Finance.

Supervision Exercised:

None.

Essential Duties & Responsibilities:

- Direct and oversee labor and employee relations, administer all union contracts, recommend management on employee discipline matters and response to grievances, and work with outside legal counsel on grievance arbitration.
- Develop and implement personnel policies, train, and recommend management on policies and interpretation, ensure compliance with applicable federal and state employment rules and regulations, investigate complaints relative to City policies on discrimination, conflict of interest, harassment, and other complaints.
- Draft, regularly review, educate staff, implement, interpret, and administer the Employee Handbook.
- Coordinate City-wide employee training and development.
- Develop, implement, and administer employee performance appraisal system; Advise Department Heads on other employee matters relating to work performance; prepare compensation reports and make recommendations for salary adjustments.
- Conduct policy and personnel studies as needed; Compile, analyze, and communicate information about personnel related matters and special projects.
- Develop annual human resources budget, oversee, and monitor expenditures.
- Develop and administer the employee wellness program.
- Serve as the staff liaison and ex-officio test administer for the Civil Service Commission.
- Direct the recruitment and selection process including posting and advertising vacancies, civil service test administration, initial screening of candidates, and oversight of the interview



process; oversee applicant tracking, manage pre-employment screening process and new employee orientation.

- Serve as the City delegate to the Intergovernmental Personnel Benefit Cooperative (IPBC).
- Administer employee benefits program including overseeing open enrollment, reporting, record keeping, and preparation of monthly billing reports.
- Develop, implement, and keep employee personnel record system.
- Submit IMRF monthly payments.
- Submit quarterly 941 payments.
- Oversee unemployment processing and reporting.
- Oversee payroll processing.
- Prepare and distribute annual W-2 statements.
- Assist with the City's Property Tax Rebate program.
- Assist with preparation of the City's annual budget related to payroll and benefits.
- Assist with the City's annual audit.
- Oversee quarterly compensation buy-back program.
- Oversee tracking of any carried over personal time off (PTO).
- Attend City Council meetings, Work Sessions, and other meetings as needed.
- Attend meetings of local, regional, state, and other officials to represent the interests of the City and to keep informed on matters of interest to the City.
- Attend seminars and conferences to enhance knowledge and professional ability.
- Complete special projects for the Treasurer, Director of Finance, and the City Administrator.
- Perform other duties as assigned.

Desired Minimum Qualifications

Education & Experience:

- Master's degree with a concentration in human resources, public/business administration, SHRM-SCP or HCPI certification, or be in the process of obtaining these certifications, an advanced degree a plus.
- A minimum of 2-3 years of municipal government experience preferred.

Knowledge, Skills, and Abilities:

- Demonstrated ability to apply the principles and practices of personnel administration, position classification, performance evaluation, and compensation administration.
- Skilled in diplomacy with the ability to develop collaborative relationships with community leaders, elected officials, residents, and coworkers; ability to support effective working relationships with individuals at all levels of the organization.
- Knowledge of applicable laws and ordinances related to municipal government operations.
- Knowledge of the principles, practices and laws as applied to labor contract negotiations, contract administration, worker's compensation, and arbitration procedures.
- Knowledge of legal recruitment and hiring policies, the Fair Labor Standards Act, Family Medical Leave Act, and other employment laws.
- Knowledge of the principles of management and organizational practices.



- Ability to develop proper performance evaluation plans, job evaluation and position classification plans.
- Ability to assemble data, prepare documentation, and present information for arbitration cases, negotiation, and grievance proceedings.
- Demonstrated ability to read and interpret complex laws, regulations, and ordinances.
- Ability to successfully negotiate agreements and resolutions to complex issues.
- Ability to maintain confidentiality.
- Ability to properly maintain and organize office files and records.
- Ability to respond to email requests promptly.
- Ability to read, clearly speak, and legibly write the English language.
- Excellent customer service skills.
- Skilled in the use of Microsoft Word, Excel, Access, and Outlook as well as Adobe Acrobat, and the ability to learn other software as needed.
- Demonstrated ability to communicate effectively both verbally and in writing, using complex sentences, proper punctuation, spelling, and grammar.
- Ability to apply common sense understanding to conduct detailed instructions, prioritize multiple tasks, and work independently to meet deadlines.
- Ability to multi-task and cope with many interruptions, remain calm in stressful situations, and make objective decisions using sound judgement.
- Ability to perform basic math skills, use decimals to compute ratios and percentages, and tabulate data to create spreadsheets.
- Ability to prepare and work within the constraints of a budget.
- Ability to enhance relations with the Mayor, City Council, staff, and members of the public.
- Ability to present for informational and instructional purposes at City Council meetings and other venues.
- Ability to gain ability in the everyday operation and minor maintenance of required tools and equipment.
- Ability to acquire and apply thorough knowledge of City and Department policies and procedures.

Tools & Equipment, Physical Demands, Working Conditions

Tools and Equipment:

The following list of tools and equipment is a representative and not necessarily all-inclusive inventory of items needed to successfully perform the essential job duties:

Telephone, facsimile, photocopier, printer, document scanner, personal computer, calculator, audio/visual equipment, motorized vehicles and equipment, common hand and power tools, and mobile radio.

Physical Demands:



The physical demands described below are representative of those that must be met by an employee to successfully perform the essential job duties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

While performing the duties of this job, the employee is regularly required to sit for extended periods of time, possess average ordinary visual acuity necessary to prepare or inspect documents or operate office equipment, talk reach with hands and arms, walk, climb and descend stairs, bend, crouch, lift and/or move up to 25 pounds. Frequent and regular movements are required using wrists, hands, and fingers to feel, manage, or use equipment, tools, or controls. Effective audio-visual discrimination and perception to make observations quickly and accurately, correctly find red, yellow, blue, and green, distance and peripheral vision, depth perception and the ability to adjust focus is also needed. Hearing must be sufficient for average or normal conversations, to understand verbal direction, and to detect abnormal equipment operation and alarms.

Working Conditions:

Work activities are conducted in a climate controlled open office environment and noise levels are usually quiet. This position routinely uses standard office equipment including computers, phones, photocopiers, filing cabinets, adding machines, and fax machines. There are no hazardous or significantly unpleasant conditions.

The weekly work schedule is 40 hours in duration, Monday through Friday and may be extended in case of an emergency, disaster, workload, or the need to complete time-sensitive work. Employees working in this position must attend evening meetings and work on some Saturdays, Sundays, and holidays.

Performance Measurements & Selection Guidelines

- Regularly arrives for work on time prepared to perform the duties of the job.
- Attends Council and regional meetings, as necessary.
- Practices and sets an example of ethical conduct.
- Possess a professional manner and appearance.
- Demonstrates leadership.
- Avoids politics and partisanship.
- Sets and achieves City goals and objectives.
- Adheres to City policies and procedures.
- Sets a standard of excellence in customer service and staff support.
- Consistently produces correct work and meets deadlines.
- Uses available methods to track on-going or semi-regular tasks and project deadlines.
- Completes routine or regular tasks without being directed by others.
- Drafts thorough and complete reports and memoranda reviewing for errors in work product.
- Displays composure, friendliness, and respect in treatment of the public and coworkers.
- Ability to exercise good judgement in analyzing problems.
- Respects the confidential nature of many aspects of the position.
- Adapts to changes in the work environment and manages competing demands.



- Has a thorough knowledge of the City's policies, procedures, rules, regulations, structure, and operations and uses it appropriately to resolve problems and crises.

An employee in this position is also evaluated upon the general observations of the ability to perform all the essential responsibilities and duties.

Selection Guidelines:

Formal application; evaluation of education and experience; oral interview, reference check, background investigation; post-offer medical physical including drug and alcohol screening; job related tests may also be needed.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills needed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Director of Finance

Date



Agenda Memo

Crest Hill, IL

Meeting Date: 8/22/2022
Submitter: Lisa Banovetz/ Glen Conklin
Department: Treasurer's Office
Agenda Item: Fiscal Year 2022~2023 Financial Update

Summary:

The purpose of this discussion will be to provide a year-to-date financial update to the City Council members. During this discussion, multiple financial summaries will be provided with the intention to have an open discussion between City staff and City Council members to decide what information would be most beneficial to receive on a monthly basis.

Recommended Council Action:

No formal action is requested. The purpose of this agenda item is to provide a financial update, in addition to receiving feedback from the City Council to City staff, on the type of financial analysis the Council would like to receive on a monthly basis which would provide the best means to analyze the financial health of the City.

Financial Impact:

Funding Source: N/A

Budgeted Amount: N/A

Cost: N/A

Attachments:

- 07-31-2022 Financial Summary.pdf
- Summary of New Fiscal Year 2022~2023 Revenue Sources
- FY 2023 Business License Fees
- Billing cycle for Water and Garbage for City Residents

Account **8/19/2022 15:04**
General Fund
Revenue

Experiment																														
01-00-3110	Current Year Tax Levy	\$	1,492,301.91	\$	1,492,301.91	\$	373,075.48	\$	127,358.81	\$	694,334.74	\$	821,693.57	\$	448,610.07	\$	(670,608.36)	\$	719,913.51	\$	761,629.51	\$	779,670.21	\$	798,441.14	\$	693,403.97	\$	12,273,995.24	
01-00-3112	FICA Tax Levy	\$	19,999.48	\$	19,999.48	\$	4,999.87	\$	1,740.16	\$	9,487.01	\$	11,227.15	\$	6,227.30	\$	(8,772.31)	\$	9,754.52	\$	10,406.48	\$	10,652.98	\$	10,909.45	\$	54,202.25	\$	875,212.86	
01-00-3113	IMRF Property Tax Levy	\$	19,999.48	\$	19,999.48	\$	4,999.87	\$	1,740.16	\$	9,486.99	\$	11,227.15	\$	6,227.28	\$	(8,772.33)	\$	9,754.52	\$	10,406.48	\$	10,652.98	\$	10,909.46	\$	54,202.25	\$	960,938.19	
01-00-3114	Prior Year Tax Levy	\$	11,914.58	\$	11,914.58	\$	2,978.65	\$	-	\$	-	\$	-	\$	(2,978.65)	\$	(11,914.58)	\$	-	\$	-	\$	-	-	-	-	-	-	323.08	
01-00-3190	R & B Current Year Tax Levy	\$	211,691.32	\$	211,691.32	\$	52,922.83	\$	17,719.80	\$	98,001.00	\$	115,720.80	\$	62,797.97	\$	(95,970.52)	\$	103,283.56	\$	108,129.80	\$	105,070.17	\$	102,042.76	\$	97,952.54	\$	1,841,229.62	
01-00-3201	Photo Copy Receipts	\$	-	\$	-	\$	-	\$	-	\$	250.00	\$	250.00	\$	250.00	\$	-	\$	-	\$	-	\$	-	-	-	-	-	-	1,137.55	
01-00-3210	Licensing Fees	\$	150,000.00	\$	150,000.00	\$	37,500.00	\$	2,825.00	\$	6,495.00	\$	9,320.00	\$	(28,180.00)	\$	(140,680.00)	\$	45,180.00	\$	38,324.40	\$	83,155.60	\$	83,054.30	\$	86,093.89	\$	1,902,999.99	
01-00-3211	Tobacco License	\$	15,000.00	\$	15,000.00	\$	3,750.00	\$	-	\$	-	\$	-	\$	(3,750.00)	\$	(15,000.00)	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3212	Liquor License	\$	-	\$	-	\$	-	\$	-	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	-	\$	-	\$	-	-	-	-	-	-	750.00	
01-00-3213	Restaurant License/Licenses	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3214	Amusement/Vending Licenses	\$	26,750.00	\$	26,750.00	\$	6,687.50	\$	-	\$	-	\$	-	\$	(6,687.50)	\$	(26,750.00)	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3221	Building Permits	\$	200,000.00	\$	200,000.00	\$	50,000.00	\$	-	\$	-	\$	-	\$	(50,000.00)	\$	(200,000.00)	\$	31,461.00	\$	19,185.00	\$	36,250.00	\$	35,818.00	\$	293,561.50	\$	1,675,918.60	
01-00-3223	Apartment/House Inspections	\$	6,000.00	\$	6,000.00	\$	1,500.00	\$	-	\$	-	\$	-	\$	(1,500.00)	\$	(6,000.00)	\$	-	\$	50.00	\$	4,000.00	\$	2,450.00	\$	-	\$	1,350.950	
01-00-3230	Police Dept. Grant/Police Dept.	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	-	-	-	-	-	-	-	7,589.71	
01-00-3231	Police Fines	\$	106,750.00	\$	106,750.00	\$	26,687.50	\$	(69.00)	\$	11,685.08	\$	11,616.08	\$	(15,071.42)	\$	(95,133.92)	\$	24,441.22	\$	18,656.14	\$	12,735.83	\$	25,277.45	\$	17,629.81	\$	709,983.13	
01-00-3232	Vehicle Towing	\$	15,000.00	\$	15,000.00	\$	3,750.00	\$	2,000.00	\$	4,500.00	\$	6,500.00	\$	2,750.00	\$	(8,500.00)	\$	4,333.67	\$	2,000.00	\$	1,195.00	\$	2,500.00	\$	6,227.50	\$	171,582.00	
01-00-3234	Parking Fines	\$	20,000.00	\$	20,000.00	\$	5,000.00	\$	2,000.00	\$	4,255.00	\$	6,740.00	\$	1,740.00	\$	(13,260.00)	\$	5,832.00	\$	3,105.01	\$	5,097.50	\$	5,737.00	\$	4,320.00	\$	219,549.50	
01-00-3237	Burglar/False Alarm	\$	51,000.00	\$	51,000.00	\$	12,750.00	\$	-	\$	-	\$	-	\$	(12,750.00)	\$	(51,000.00)	\$	230.00	\$	255.00	\$	6,540.00	\$	6,960.00	\$	6,185.00	\$	61,146.39	
01-00-3347	Hotel/Motel Tax	\$	16,500.00	\$	16,500.00	\$	4,125.00	\$	1,225.85	\$	1,225.85	\$	1,225.85	\$	(2,899.15)	\$	(15,274.15)	\$	5,133.14	\$	5,224.16	\$	5,185.94	\$	5,096.96	\$	3,471.75	\$	162,227.96	
01-00-3348	Car Rental Tax	\$	-	\$	-	\$	-	\$	-	\$	52.15	\$	52.15	\$	52.15	\$	52.15	\$	96.43	\$	1,294.64	\$	2,263.20	\$	1,998.78	\$	1,098.79	\$	58,799.37	
01-00-3349	Online Sales Tax	\$	800,000.00	\$	800,000.00	\$	200,000.00	\$	-	\$	125,842.57	\$	125,842.57	\$	(74,157.43)	\$	(674,157.43)	\$	62,943.99	\$	187,436.93	\$	-	\$	-	-	-	-	1,737,878.58	
01-00-3351	Places for Eating Tax	\$	500,000.00	\$	500,000.00	\$	125,000.00	\$	-	\$	-	\$	-	\$	(125,000.00)	\$	(500,000.00)	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3352	State Income Tax	\$	2,500,000.00	\$	2,500,000.00	\$	625,000.00	\$	-	\$	512,819.96	\$	512,819.96	\$	(112,180.04)	\$	(1,987,180.04)	\$	583,617.38	\$	546,838.92	\$	326,098.24	\$	310,524.39	\$	144,433.01	\$	20,353,237.06	
01-00-3353	State Sales Tax	\$	3,000,000.00	\$	3,000,000.00	\$	750,000.00	\$	-	\$	497,661.37	\$	497,661.37	\$	(252,308.53)	\$	(2,500,000.00)	\$	240,250.45	\$	539,534.86	\$	251,907.80	\$	220,473.80	\$	40,079.05	\$	24,467,896.21	
01-00-3355	Telecommunications	\$	250,000.00	\$	250,000.00	\$	62,500.00	\$	-	\$	32,563.99	\$	32,563.99	\$	(29,936.01)	\$	(217,436.01)	\$	16,702.84	\$	73,208.24	\$	58,322.90	\$	59,179.69	\$	40,204.16	\$	3,507,645.27	
01-00-3356	COMED/NICOR Franchise Tax	\$	800,000.00	\$	800,000.00	\$	200,000.00	\$	41,119.58	\$	173,230.69	\$	216,350.27	\$	(16,350.27)	\$	(583,649.73)	\$	138,969.45	\$	205,430.65	\$	76,720.95	\$	106,718.96	\$	108,237.98	\$	6,185,955.15	
01-00-3357	Personal Property Replacement	\$	50,000.00	\$	50,000.00	\$	12,500.00	\$	29,537.10	\$	24,443.68	\$	53,980.78	\$	41,480.78	\$	3,980.78	\$	28,340.50	\$	13,885.45	\$	19,058.81	\$	15,464.73	\$	14,373.31	\$	505,965.06	
01-00-3358	VIDEO GAMING TAX	\$	250,000.00	\$	250,000.00	\$	62,500.00	\$	-	\$	61,992.17	\$	61,992.17	\$	(507.83)	\$	(188,007.83)	\$	27,943.71	\$	-	\$	-	-	-	-	-	-	1,053,532.46	
01-00-3359	Comcast Franchise Fee	\$	200,000.00	\$	200,000.00	\$	50,000.00	\$	-	\$	-	\$	-	\$	(50,000.00)	\$	(200,000.00)	\$	0.33	\$	55,687.88	\$	-	\$	(0.20)	\$	53,924.97	\$	1,984,866.63	
01-00-3360	Cannabis Tax	\$	40,000.00	\$	40,000.00	\$	10,000.00	\$	-	\$	5,202.42	\$	5,202.42	\$	(4,797.58)	\$	(34,797.58)	\$	7,599.85	\$	2,759.37	\$	-	\$	-	-	-	-	51,696.47	
01-00-3371	FEMA Reimbursement	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	7,866.31	\$	-	\$	-	-	-	-	-	-	-	31,465.25	
01-00-3456	Pace Shelter Revenue	\$	18,000.00	\$	18,000.00	\$	4,500.00	\$	-	\$	-	\$	-	\$	(4,500.00)	\$	(18,000.00)	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3531	Weed Cutting Receipts	\$	-	\$	-	\$	-	\$	230.00	\$	3,813.00	\$	4,043.00	\$	4,043.00	\$	4,043.00	\$	-	\$	3,929.75	\$	3,418.00	\$	4,683.00	\$	3,370.25	\$	222,902.38	
01-00-3611	Interest Income	\$	-	\$	-	\$	-	\$	7,380.35	\$	34,921.12	\$	42,301.47	\$	42,301.47	\$	4,301.47	\$	2,129.23	\$	10,533.85	\$	98,371.41	\$	38,316.22	\$	10,456.83	\$	827,124.19	
01-00-3620	Sprintcom / T-Mobile Revenue	\$	42,000.00	\$	42,000.00	\$	10,500.00	\$	-	\$	7,027.68	\$	7,027.68	\$	(3,472.32)	\$	(34,972.32)	\$	10,541.52	\$	14,055.36	\$	11,659.56	\$	8,465.16	\$	9,986.00	\$	668,445.41	
01-00-3801	Special Events	\$	20,000.00	\$	20,000.00	\$	5,000.00	\$	-	\$	-	\$	-	\$	(5,000.00)	\$	(20,000.00)	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3900	Miscellaneous Revenue	\$	-	\$	-	\$	-	\$	5,584.96	\$	(5,548.54)	\$	36.42	\$	36.42	\$	36.42	\$	33,796.55	\$	13,624.76	\$	28,581.99	\$	12,901.96	\$	9,813.45	\$	994,500.57	
01-00-3940	Scrap Sales	\$	-	\$	-	\$	-	\$	-	\$	10,893.99	\$	10,893.99	\$	10,893.99	\$	10,893.99	\$	-	\$	-	\$	-	-	-	-	-	-	-	
01-00-3953	Reimbursement W/C claims	\$	-	\$	-	\$	-	\$	-	\$	13,187.72	\$	13,187.72	\$	13,187.72	\$	13,187.72	\$	-	\$	-	\$	-	-	-	-	-	-	91,377.46	
01-00-3954	Administrative Hearing	\$	-	\$	-	\$	-	\$	-	\$	3,637.50	\$	3,637.50	\$	3,637.50	\$	3,637.50	\$	-	\$	-	\$	-	-	-	-	-	-	12,208.75	
01-00-3955	MC Squared	\$	-	\$	-	\$	-	\$	-	\$	9,027.99	\$	9,027.99	\$	9,027.99	\$	9,027.99	\$	-	\$	-	\$	-	-	-	-	-	-	5,000.00	
01-00-3956	FORECLOSURE REGISTRATION FEES	\$	10,000.00	\$	10,000.00	\$	2,500.00	\$	-	\$	840.00	\$	840.00	\$	(1,660.00)	\$	(9,160.00)	\$	3,256.00	\$	11,504.00	\$	8,552.00	\$	-	\$	-	-	73,063.00	
01-00-3958	Reimb. Property Da/Miscellaneous	\$	-	\$	-	\$	-	\$	-	\$	72.21	\$	72.21	\$	72.21	\$	72.21	\$	-	\$	-	\$	-	-	-	-	-	-	3,154.36	
Administration Department Revenue		\$	10,842,906.77	\$	10,842,906.77	\$	2,710,726.69	\$	240,877.77	\$	2,352,306.49	\$	2,593,184.27	\$	(117,542.43)	\$	(8,249,722.51)	\$	2,131,966.28	\$	2,747,162.12	\$	2,615,175.16	\$	2,220,150.62	\$	2,081,751.86	\$	24,367,895.25	
Officials																														
01-01-4100	Salaries	\$	55,000.00	\$	55,000.00	\$	13,750.00	\$	10,194.34	\$	4,969.67	\$	15,164.01	\$	(1,414.01)	\$	39,835.99	\$	14,170.51	\$	13,236.01	\$	14,457.01	\$	15,411.01	\$	14,600.01	\$	-	\$
01-01-4210	FICA	\$	4,000.00	\$	4,000.00	\$	1,000.00	\$	632.06	\$	308.09	\$	940.15	\$	59.85	\$	3,059.85	\$	878.49	\$	820.57	\$	896.26	\$	953.04	\$	891.74	\$	642,328.22	
01-01-4220	Medicare	\$	725.00	\$	725.00	\$	181.25	\$	147.79	\$	72.10	\$	219.89	\$	(38.64)	\$	505.11	\$	205.58	\$	192.01	\$	209.68	\$	222.95	\$	211.18	\$	25,063.68	
01-01-5300	Contractual Services	\$	7,500.00	\$	7,500.00	\$	1,875.00	\$	1,500.00	\$	130.00	\$	1,639.90	\$	245.00	\$	5,870.00	\$	65.65	\$	1,463.35	\$	1,205.92	\$	3,416.77	\$	886.59	\$	204,274.20	
01-01-5301	Technology	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	1,700.00	\$	1,870.00	\$	1,270.00	\$	1,700.00	\$	1,011.70	\$	83,322.38		
01-01-5315	Cable TV	\$	-	\$																										

As of 7/31/2022		Originally filed		3		Prorated 3/12		July		Fiscal YTD Activity, Period Ending										From Inception	
Account	8/19/2022 15:04	Fiscal Year 2022-2023 Budget	Amended Fiscal Year 2022-2023 Budget	Amended Fiscal Year 2022-2023 Budget	5/1/2022-6/30/2022	2022 Only	7/31/2022	Prorated Budget Variance	Budget Remaining	7/31/2021	7/31/2020	7/31/2019	7/31/2018	7/31/2017	7/31/2016	7/31/2015	7/31/2014	7/31/2013	7/31/2012	7/31/2011	7/31/2010
01-02-5321 Printing & Publications	\$ 4,500.00	\$ 4,500.00	\$ 1,125.00	\$ 76.40	\$ 108.00	\$ 184.00	\$ 940.60	\$ 4,315.60	\$ 272.40	\$ 1,799.00	\$ 878.00	\$ 378.99	\$ 1,785.86	\$ 36,372.75	\$ 1,375,822.73	\$ 1,375,822.73	\$ 1,375,822.73	\$ 1,375,822.73	\$ 1,375,822.73	\$ 1,375,822.73	
01-02-5323 Insurance & Bonding	\$ 1,242.00	\$ 1,242.00	\$ 310.50	\$ -	\$ -	\$ -	\$ 310.50	\$ 1,242.00	\$ 121,964.25	\$ 98,671.75	\$ 95,055.50	\$ 99,105.25	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	\$ 195,100.00	
01-02-5341 Police Training	\$ 32,800.00	\$ 32,800.00	\$ 8,200.00	\$ 2,445.00	\$ 7,604.50	\$ 18,949.50	\$ 1,849.50	\$ 22,750.50	\$ 17,208.41	\$ 185.00	\$ 9,605.20	\$ 11,944.10	\$ 8,411.20	\$ 226,665.56	\$ 11,682.68	\$ 11,682.68	\$ 11,682.68	\$ 11,682.68	\$ 11,682.68	\$ 11,682.68	
01-02-5342 Travel Expenses	\$ 2,000.00	\$ 2,000.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	\$ 2,000.00	\$ 750.30	\$ -	\$ 260.68	\$ 8.00	\$ 312.58	\$ 19,203.65	\$ 19,203.65	\$ 19,203.65	\$ 19,203.65	\$ 19,203.65	\$ 19,203.65	\$ 19,203.65	
01-02-5343 Meal Expense	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 199.28	\$ 391.03	\$ 190.31	\$ 409.69	\$ 3,409.69	\$ 417.70	\$ 140.36	\$ 610.62	\$ 468.25	\$ 153.14	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	
01-02-5344 Safety Clothing	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 3,247.47	\$ 6,818.29	\$ 4,893.78	\$ 1,865.76	\$ 13,134.24	\$ 6,171.69	\$ 3,289.17	\$ 1,459.93	\$ 3,900.89	\$ 13,875.55	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	\$ 197,257.50	
01-02-5345 Dues & Subscriptions	\$ 4,160.00	\$ 4,160.00	\$ 1,040.00	\$ 3,760.00	\$ 160.00	\$ 3,760.00	\$ 2,880.00	\$ 240.00	\$ 160.00	\$ 3,070.00	\$ -	\$ 985.00	\$ 962.00	\$ 42,084.36	\$ 42,084.36	\$ 42,084.36	\$ 42,084.36	\$ 42,084.36	\$ 42,084.36	\$ 42,084.36	
01-02-5346 X9 Expenses	\$ 11,600.00	\$ 11,600.00	\$ 2,900.00	\$ 49.87	\$ 79.78	\$ 159.65	\$ 2,770.35	\$ 11,470.35	\$ 651.30	\$ 685.71	\$ -	\$ -	\$ -	\$ 27,933.13	\$ 27,933.13	\$ 27,933.13	\$ 27,933.13	\$ 27,933.13	\$ 27,933.13	\$ 27,933.13	
01-02-5350 Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,003.25	\$ 5,837.32	\$ 3,601.33	\$ 3,976.18	\$ 4,288.16	\$ 205,051.45	\$ 205,051.45	\$ 205,051.45	\$ 205,051.45	\$ 205,051.45	\$ 205,051.45	\$ 205,051.45	
01-02-5360 Maint. & Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,871.76	\$ 1,447.24	\$ 2,479.70	\$ 4,045.94	\$ 2,360.40	\$ 238,166.81	\$ 238,166.81	\$ 238,166.81	\$ 238,166.81	\$ 238,166.81	\$ 238,166.81	\$ 238,166.81	
01-02-5372 Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,068.04	\$ 2,975.87	\$ 3,318.48	\$ 2,966.16	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	\$ 100,366.45	
01-02-5400 Material & Supplies	\$ 47,700.00	\$ 47,700.00	\$ 11,925.00	\$ 1,556.61	\$ 5,633.71	\$ 7,190.32	\$ 4,734.68	\$ 40,509.68	\$ 1,567.35	\$ 3,396.01	\$ 2,206.31	\$ 6,480.13	\$ 3,887.97	\$ 184,093.15	\$ 184,093.15	\$ 184,093.15	\$ 184,093.15	\$ 184,093.15	\$ 184,093.15	\$ 184,093.15	
01-02-5401 Office Supplies	\$ 2,500.00	\$ 2,500.00	\$ 625.00	\$ 138.59	\$ 167.72	\$ 360.31	\$ 219.69	\$ 219.69	\$ 505.03	\$ 239.65	\$ 505.03	\$ 577.74	\$ 402.91	\$ 20,200.34	\$ 20,200.34	\$ 20,200.34	\$ 20,200.34	\$ 20,200.34	\$ 20,200.34	\$ 20,200.34	
01-02-5402 Dare/Crime Prevention	\$ 2,500.00	\$ 2,500.00	\$ 625.00	\$ -	\$ (3,245.79)	\$ (3,245.79)	\$ 3,870.79	\$ 5,745.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,561.16)	\$ (4,561.16)	\$ (4,561.16)	\$ (4,561.16)	\$ (4,561.16)	\$ (4,561.16)	\$ (4,561.16)	
01-02-5410 Motor Fuel & Lubricants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,193.11	\$ 17,366.11	\$ 4,987.77	\$ 8,439.82	\$ 8,510.45	\$ 492,906.30	\$ 492,906.30	\$ 492,906.30	\$ 492,906.30	\$ 492,906.30	\$ 492,906.30	\$ 492,906.30	
01-02-7500 Office Equipment	\$ 6,000.00	\$ 6,000.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 6,000.00	\$ -	\$ 1,366.42	\$ 259.98	\$ 125.00	\$ 405.95	\$ 11,596.88	\$ 11,596.88	\$ 11,596.88	\$ 11,596.88	\$ 11,596.88	\$ 11,596.88	\$ 11,596.88	
Streets																					
01-03-4100 Salaries	\$ 415,600.00	\$ 415,600.00	\$ 103,900.00	\$ 19,407.96	\$ 45,772.84	\$ 65,180.80	\$ 38,719.20	\$ 350,419.20	\$ 56,032.67	\$ 69,013.94	\$ 71,457.76	\$ 71,860.01	\$ 63,525.98	\$ 2,547,971.28	\$ 2,547,971.28	\$ 2,547,971.28	\$ 2,547,971.28	\$ 2,547,971.28	\$ 2,547,971.28	\$ 2,547,971.28	
01-03-4101 Clerical Salaries	\$ 122,500.00	\$ 122,500.00	\$ 30,625.00	\$ 11,618.23	\$ 9,712.57	\$ 21,330.80	\$ 9,294.20	\$ 101,169.20	\$ 21,041.67	\$ 11,495.59	\$ 10,139.45	\$ 11,002.97	\$ 5,905.51	\$ 398,735.64	\$ 398,735.64	\$ 398,735.64	\$ 398,735.64	\$ 398,735.64	\$ 398,735.64	\$ 398,735.64	
01-03-4102 Mechanic Salaries	\$ -	\$ -	\$ -	\$ 6,529.87	\$ (6,529.87)	\$ -	\$ -	\$ -	\$ 15,407.56	\$ 14,321.12	\$ 15,181.75	\$ 14,684.54	\$ 12,513.74	\$ 510,431.74	\$ 510,431.74	\$ 510,431.74	\$ 510,431.74	\$ 510,431.74	\$ 510,431.74	\$ 510,431.74	
01-03-4110 Seasonal Salaries	\$ -	\$ -	\$ -	\$ 1,434.86	\$ 2,122.88	\$ 3,557.74	\$ (3,557.74)	\$ (3,557.74)	\$ 2,636.45	\$ 1,925.94	\$ 4,397.86	\$ 5,954.50	\$ 9,110.21	\$ 177,820.47	\$ 177,820.47	\$ 177,820.47	\$ 177,820.47	\$ 177,820.47	\$ 177,820.47	\$ 177,820.47	
01-03-4120 Overtime	\$ 15,000.00	\$ 15,000.00	\$ 3,750.00	\$ 3,502.62	\$ 1,613.05	\$ 5,115.67	\$ (1,365.67)	\$ 9,884.33	\$ 4,022.97	\$ 1,111.00	\$ 5,833.89	\$ 4,133.34	\$ 2,648.84	\$ 179,059.40	\$ 179,059.40	\$ 179,059.40	\$ 179,059.40	\$ 179,059.40	\$ 179,059.40	\$ 179,059.40	
01-03-4121 Clerical Overtime	\$ 500.00	\$ 500.00	\$ 125.00	\$ 32.14	\$ -	\$ 32.14	\$ 92.86	\$ 467.86	\$ 346.81	\$ 15.48	\$ -	\$ -	\$ -	\$ 4,357.45	\$ 4,357.45	\$ 4,357.45	\$ 4,357.45	\$ 4,357.45	\$ 4,357.45	\$ 4,357.45	
01-03-4122 Mechanic Overtime	\$ -	\$ -	\$ -	\$ 742.67	\$ (742.67)	\$ -	\$ -	\$ -	\$ 1,865.48	\$ 718.31	\$ 282.12	\$ 1,324.80	\$ 194.55	\$ 146,091.52	\$ 146,091.52	\$ 146,091.52	\$ 146,091.52	\$ 146,091.52	\$ 146,091.52	\$ 146,091.52	
01-03-4123 Snow Removal Overtime	\$ 30,000.00	\$ 30,000.00	\$ 7,500.00	\$ -	\$ -	\$ -	\$ 7,500.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,784.84	\$ 170,784.84	\$ 170,784.84	\$ 170,784.84	\$ 170,784.84	\$ 170,784.84	\$ 170,784.84	
01-03-4200 Insurance Benefit	\$ 162,733.00	\$ 162,733.00	\$ 40,683.25	\$ 12,508.99	\$ 19,937.42	\$ 26,446.41	\$ 14,236.84	\$ 136,286.59	\$ 29,157.45	\$ 37,015.61	\$ 32,838.77	\$ 38,859.29	\$ 38,557.76	\$ 975,366.55	\$ 975,366.55	\$ 975,366.55	\$ 975,366.55	\$ 975,366.55	\$ 975,366.55	\$ 975,366.55	
01-03-4210 FICA	\$ 34,000.00	\$ 34,000.00	\$ 8,500.00	\$ 4,851.15	\$ 3,671.73	\$ 8,523.88	\$ (22.88)	\$ 25,477.12	\$ 6,839.98	\$ 6,113.29	\$ 6,652.12	\$ 6,755.46	\$ 6,710.04	\$ 203,949.27	\$ 203,949.27	\$ 203,949.27	\$ 203,949.27	\$ 203,949.27	\$ 203,949.27	\$ 203,949.27	
01-03-4220 Medicare	\$ 7,900.00	\$ 7,900.00	\$ 1,975.00	\$ 1,134.57	\$ 858.77	\$ 1,993.34	\$ (18.34)	\$ 5,906.66	\$ 1,599.68	\$ 1,429.72	\$ 1,555.72	\$ 1,580.04	\$ 1,581.67	\$ 47,089.71	\$ 47,089.71	\$ 47,089.71	\$ 47,089.71	\$ 47,089.71	\$ 47,089.71	\$ 47,089.71	
01-03-4230 Unemployment Benefit	\$ -	\$ -	\$ -	\$ 112.33	\$ (112.33)	\$ -	\$ (112.33)	\$ (112.33)	\$ 95.89	\$ 61.32	\$ 147.28	\$ 274.12	\$ 801.26	\$ 15,072.17	\$ 15,072.17	\$ 15,072.17	\$ 15,072.17	\$ 15,072.17	\$ 15,072.17	\$ 15,072.17	
01-03-4240 IMRF Expense	\$ 40,000.00	\$ 40,000.00	\$ 10,000.00	\$ 4,814.19	\$ 3,563.03	\$ 8,377.22	\$ 1,622.78	\$ 31,622.78	\$ 9,138.47	\$ 7,908.41	\$ 6,744.85	\$ 8,438.59	\$ 3,670.60	\$ 264,219.63	\$ 264,219.63	\$ 264,219.63	\$ 264,219.63	\$ 264,219.63	\$ 264,219.63	\$ 264,219.63	
01-03-5300 Contractual Services	\$ 133,000.00	\$ 133,000.00	\$ 33,250.00	\$ 12,427.27	\$ 32,520.51	\$ 44,941.78	\$ (11,697.78)	\$ 88,052.22	\$ 45,461.59	\$ 42,022.11	\$ 29,683.60	\$ 36,515.74	\$ 31,847.70	\$ 869,365.76	\$ 869,365.76	\$ 869,365.76	\$ 869,365.76	\$ 869,365.76	\$ 869,365.76	\$ 869,365.76	
01-03-5301 Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,853.34	\$ 2,665.92	\$ 1,785.00	\$ 3,461.33	\$ 2,538.58	\$ 106,622.99	\$ 106,622.99	\$ 106,622.99	\$ 106,622.99	\$ 106,622.99	\$ 106,622.99	\$ 106,622.99	
01-03-5318 Julie Locating/Supplies	\$ 10,500.00	\$ 10,500.00	\$ 2,625.00	\$ -	\$ 743.85	\$ 743.85	\$ 1,881.15	\$ 9,756.15	\$ 139.02	\$ 3,165.33	\$ 478.42	\$ 20.10	\$ -	\$ 53,844.08	\$ 53,844.08	\$ 53,844.08	\$ 53,844.08	\$ 53,844.08	\$ 53,844.08	\$ 53,844.08	
01-03-5321 Printing & Publications	\$ 1,500.00	\$ 1,500.00	\$ 375.00	\$ 199.00	\$ -	\$ 199.00	\$ 176.00	\$ 1,301.00	\$ 279.39	\$ -	\$ -	\$ -	\$ -	\$ 4,622.76	\$ 4,622.76	\$ 4,622.76	\$ 4,622.76	\$ 4,622.76	\$ 4,622.76	\$ 4,622.76	
01-03-5323 Insurance & Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,605.40	\$ 78,937.40	\$ 76,044.40	\$ 75,760.20	\$ 70,000.00	\$ 641,798.15	\$ 641,798.15	\$ 641,798.15	\$ 641,798.15	\$ 641,798.15	\$ 641,798.15	\$ 641,798.15	
01-03-5330 Engineering	\$ 271,780.00	\$ 271,780.00	\$ 67,945.00	\$ 23.55	\$ 27,654.37	\$ 27,677.92	\$ 40,267.08	\$ 244,102.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,722.33	\$ 270,722.33	\$ 270,722.33	\$ 270,722.33	\$ 270,722.33	\$ 270,722.33	\$ 270,722.33	
01-03-5341 Training	\$ 8,225.00	\$ 8,225.00	\$ 2,056.25	\$ 854.35	\$ 1,675.00	\$ 2,329.35	\$ (473.10)	\$ 5,095.65	\$ 1,704.24	\$ -	\$ 5,555.00	\$ 4,410.19	\$ 6,453.75	\$ 50,843.62	\$ 50,843.62	\$ 50,843.62	\$ 50,843.62	\$ 50,843.62	\$ 50,843.62	\$ 50,843.62	
01-03-5343 Meal Expense	\$ 3,000.00	\$ 3,000.00	\$ 750.00	\$ -	\$ 357.00	\$ 357.00	\$ 393.00	\$ 2,643.00	\$ 1,269.65	\$ 723.62	\$ 584.93	\$ 654.59	\$ 109.00	\$ 20,778.38	\$ 20,778.38	\$ 20,778.38	\$ 20,778.38	\$ 20,778.38	\$ 20,778.38	\$ 20,778.38	
01-03-5344 Safety Clothing	\$ 6,500.00	\$ 6,500.00	\$ 1,625.00	\$ 827.30	\$ 249.86	\$ 1,077.14	\$ 547.84	\$ 5,422.84	\$ 2,642.84	\$ 2,453.27	\$ 2,758.00	\$ 1,317.32	\$ 1,803.22	\$ 77,332.59	\$ 77,332.59	\$ 77,332.59	\$ 77,332.59	\$ 77,332.59	\$ 77,332.59	\$ 77,332.59	
01-03-5350 Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,854.55	\$ 3,858.48	\$ 2,377.69	\$ 2,737.45	\$ 3,288.09	\$ 121,618.48	\$ 121,618.48	\$ 121,618.48	\$ 121,618.48	\$ 121,618.48	\$ 121,618.48	\$ 121,618.48	
01-03-5351 Utilities- Street	\$ 175,000.00	\$ 175,000.00	\$ 43,750.00	\$ 13,705.72	\$ 6,853.10	\$ 30,518.82	\$ 23,191.18	\$ 154,441.18	\$ 30,223.12	\$ 38,144.74	\$ 7,401.33	\$ 49,880.21	\$ 38,821.99	\$ 1,484,422.31	\$ 1,484,422.31	\$ 1,484,422.31	\$ 1,484,422.31	\$ 1,484,422.31	\$ 1,484,422.31	\$ 1,484,422.31	
01-03-5360 Maint. & Repair	\$ -	\$ -	\$ -	\$ 9																	

As of 7/31/2022		Originally filed		3		Prorated 3/12		July		Fiscal YTD Activity, Period Ending														From Inception					
		Fiscal Year 2022-2023 Budget		Amended Fiscal Year 2022-2023		Amended Fiscal Year 2022-2023		5/1/2022-6/30/2022		2022 Only		7/31/2022		Prorated Budget		Budget Remaining		7/31/2021		7/31/2020		7/31/2019		7/31/2018		7/31/2017		7/31/2022	
Account	8/19/2022 15:04																												
01-07-4220	Medicare	\$	2,400.00	\$	2,400.00	\$	600.00	\$	101.42	\$	330.00	\$	431.42	\$	168.58	\$	1,968.58	\$	-	\$	-	\$	-	\$	-	\$	-	\$	201.33
01-07-4240	IMRF Expense	\$	14,000.00	\$	14,000.00	\$	3,500.00	\$	470.74	\$	1,531.66	\$	2,002.40	\$	1,497.60	\$	11,997.60	\$	-	\$	-	\$	-	\$	-	\$	-	\$	934.46
01-07-5300	Contractual Services	\$	1,500.00	\$	1,500.00	\$	375.00	\$	660.00	\$	-	\$	660.00	\$	(285.00)	\$	840.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	660.00
01-07-5343	Meal Expense	\$	250.00	\$	250.00	\$	62.50	\$	-	\$	-	\$	-	\$	62.50	\$	250.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
01-07-5400	Material & Supplies	\$	110,000.00	\$	110,000.00	\$	27,500.00	\$	3,349.95	\$	10,495.41	\$	13,845.36	\$	13,654.64	\$	96,154.64	\$	-	\$	-	\$	-	\$	-	\$	-	\$	7,899.45
01-07-5410	Motor Fuel & Lubricants	\$	129,000.00	\$	129,000.00	\$	32,250.00	\$	930.71	\$	39,054.18	\$	39,994.89	\$	(1,734.89)	\$	95,015.11	\$	-	\$	-	\$	-	\$	-	\$	-	\$	13,820.22
		\$	502,400.00	\$	502,400.00	\$	125,600.00	\$	18,057.25	\$	92,878.61	\$	110,935.86	\$	14,664.14	\$	391,464.14	\$	-	\$	-	\$	-	\$	-	\$	-	\$	61,558.87
Administration Department																													
01-10-4101	Clerical Salaries	\$	246,437.00	\$	246,437.00	\$	61,609.25	\$	24,406.87	\$	10,246.60	\$	34,653.47	\$	26,955.78	\$	211,783.53	\$	45,636.97	\$	48,720.53	\$	47,952.42	\$	76,570.30	\$	49,641.37	\$	1,607,058.62
01-10-4200	Insurance Benefit	\$	67,800.00	\$	67,800.00	\$	16,950.00	\$	5,388.61	\$	5,271.82	\$	10,660.43	\$	6,289.57	\$	57,139.57	\$	12,116.44	\$	11,339.98	\$	12,452.22	\$	20,456.74	\$	13,893.62	\$	413,289.59
01-10-4210	FICA	\$	15,000.00	\$	15,000.00	\$	3,750.00	\$	1,513.22	\$	1,643.58	\$	3,156.80	\$	593.20	\$	11,843.20	\$	3,004.13	\$	3,020.70	\$	3,044.72	\$	4,827.46	\$	3,450.03	\$	91,984.68
01-10-4220	Medicare	\$	4,000.00	\$	4,000.00	\$	1,000.00	\$	353.91	\$	384.39	\$	738.30	\$	261.70	\$	3,261.70	\$	702.60	\$	706.40	\$	711.33	\$	1,129.01	\$	845.07	\$	22,764.92
01-10-4240	IMRF Expense	\$	15,850.00	\$	15,850.00	\$	3,962.50	\$	1,605.96	\$	1,753.32	\$	3,359.28	\$	603.22	\$	12,490.72	\$	4,367.98	\$	4,200.11	\$	3,308.00	\$	6,732.36	\$	2,253.72	\$	130,322.39
01-10-4250	Wellness Expense	\$	1,500.00	\$	1,500.00	\$	375.00	\$	-	\$	300.00	\$	300.00	\$	75.00	\$	1,200.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	1,800.00
01-10-5300	Contractual Services	\$	151,771.00	\$	151,771.00	\$	37,942.75	\$	13,659.72	\$	28,712.39	\$	42,172.11	\$	(4,429.36)	\$	109,398.89	\$	27,106.06	\$	8,545.77	\$	10,364.12	\$	26,298.54	\$	17,317.84	\$	676,975.36
01-10-5302	Legal Services	\$	250,000.00	\$	250,000.00	\$	62,500.00	\$	(20,753.15)	\$	57,295.90	\$	96,142.25	\$	25,957.25	\$	213,457.25	\$	43,661.50	\$	29,311.60	\$	17,102.00	\$	24,747.83	\$	6,295.00	\$	713,847.86
01-10-5310	Outside Services	\$	(200,000.00)	\$	(200,000.00)	\$	(50,000.00)	\$	(200,000.00)	\$	-	\$	(200,000.00)	\$	150,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	(196,804.00)
01-10-5312	Consulting	\$	25,000.00	\$	25,000.00	\$	6,250.00	\$	-	\$	9,387.50	\$	9,387.50	\$	(3,137.50)	\$	15,612.50	\$	6,200.00	\$	5,617.50	\$	4,010.40	\$	4,129.20	\$	2,624.40	\$	144,628.61
01-10-5321	Printing & Publications	\$	35,000.00	\$	35,000.00	\$	8,750.00	\$	601.20	\$	2,782.04	\$	3,181.24	\$	5,366.76	\$	31,616.76	\$	54.39	\$	81.62	\$	929.48	\$	604.95	\$	516.46	\$	36,602.35
01-10-5322	Postage	\$	35,000.00	\$	35,000.00	\$	8,750.00	\$	365.00	\$	4,203.95	\$	4,568.95	\$	4,181.05	\$	30,431.05	\$	255.77	\$	176.97	\$	33.73	\$	235.66	\$	150.00	\$	7,345.09
01-10-5323	Insurance & Bonding	\$	264,066.00	\$	264,066.00	\$	66,016.50	\$	252,288.00	\$	-	\$	212,288.00	\$	(186,271.50)	\$	11,778.00	\$	24,151.35	\$	19,734.35	\$	19,691.10	\$	18,940.05	\$	40,000.00	\$	468,793.89
01-10-5341	Training	\$	5,000.00	\$	5,000.00	\$	1,250.00	\$	-	\$	25.00	\$	25.00	\$	1,225.00	\$	4,975.00	\$	130.00	\$	1,250.99	\$	999.25	\$	665.16	\$	569.75	\$	20,435.77
01-10-5342	Travel Expenses	\$	10,000.00	\$	10,000.00	\$	2,500.00	\$	-	\$	39.73	\$	39.73	\$	2,460.27	\$	9,960.27	\$	-	\$	-	\$	-	\$	-	\$	-	\$	25.00
01-10-5345	Dues & Subscriptions	\$	40,000.00	\$	40,000.00	\$	10,000.00	\$	380.00	\$	-	\$	380.00	\$	9,620.00	\$	39,620.00	\$	4,388.00	\$	2,058.53	\$	2,105.32	\$	2,557.28	\$	-	\$	42,009.41
01-10-5350	Utilities	\$	80,000.00	\$	80,000.00	\$	20,000.00	\$	8,818.57	\$	15,314.68	\$	24,113.25	\$	(4,133.25)	\$	55,866.75	\$	1,586.67	\$	1,757.53	\$	1,367.66	\$	1,382.42	\$	1,480.64	\$	74,168.27
01-10-5360	Maint. & Repair	\$	2,000.00	\$	2,000.00	\$	500.00	\$	-	\$	-	\$	-	\$	500.00	\$	2,000.00	\$	48.90	\$	-	\$	-	\$	-	\$	-	\$	3,192.09
01-10-5400	Material & Supplies	\$	25,000.00	\$	25,000.00	\$	6,250.00	\$	234.17	\$	-	\$	234.17	\$	6,015.83	\$	24,765.83	\$	-	\$	-	\$	-	\$	-	\$	-	\$	546.06
01-10-5401	Office Supplies	\$	25,000.00	\$	25,000.00	\$	6,250.00	\$	1,234.74	\$	307.60	\$	1,542.34	\$	4,707.66	\$	23,457.66	\$	1,013.22	\$	882.35	\$	99.30	\$	330.21	\$	276.30	\$	16,237.11
01-10-7500	Office Equipment	\$	5,000.00	\$	5,000.00	\$	1,250.00	\$	-	\$	-	\$	-	\$	1,250.00	\$	5,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	4,732.41
01-10-8001	Special Events	\$	20,000.00	\$	20,000.00	\$	5,000.00	\$	-	\$	-	\$	-	\$	5,000.00	\$	20,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	463.43
		\$	1,123,424.00	\$	1,123,424.00	\$	280,856.00	\$	73,833.82	\$	153,931.50	\$	227,765.32	\$	53,090.68	\$	895,658.68	\$	237,862.95	\$	154,794.49	\$	131,725.45	\$	226,769.32	\$	182,392.22	\$	5,446,482.96
Clerk																													
01-11-4101	Clerical Salaries	\$	155,000.00	\$	155,000.00	\$	38,750.00	\$	13,950.27	\$	5,539.20	\$	19,489.47	\$	19,260.53	\$	135,510.53	\$	30,062.42	\$	29,990.62	\$	29,938.84	\$	32,444.79	\$	32,504.97	\$	932,371.02
01-11-4121	Clerical Overtime	\$	2,000.00	\$	2,000.00	\$	500.00	\$	101.26	\$	16.47	\$	117.73	\$	382.27	\$	1,882.27	\$	123.71	\$	-	\$	413.43	\$	565.12	\$	362.80	\$	9,901.42
01-11-4200	Insurance Benefit	\$	45,000.00	\$	45,000.00	\$	11,250.00	\$	3,779.06	\$	3,349.23	\$	7,128.29	\$	4,121.71	\$	37,871.71	\$	8,944.52	\$	9,824.76	\$	7,045.94	\$	11,308.99	\$	13,605.09	\$	265,553.40
01-11-4210	FICA	\$	10,000.00	\$	10,000.00	\$	2,500.00	\$	898.46	\$	703.16	\$	1,601.62	\$	898.38	\$	8,398.38	\$	1,990.03	\$	1,859.42	\$	1,881.84	\$	2,046.60	\$	2,260.53	\$	58,604.27
01-11-4220	Medicare	\$	3,000.00	\$	3,000.00	\$	750.00	\$	210.13	\$	164.45	\$	374.58	\$	375.42	\$	2,625.42	\$	465.39	\$	434.84	\$	440.11	\$	478.68	\$	546.23	\$	13,721.15
01-11-4240	IMRF Expense	\$	12,000.00	\$	12,000.00	\$	3,000.00	\$	842.49	\$	704.28	\$	1,546.77	\$	1,453.23	\$	10,453.23	\$	2,658.27	\$	2,400.96	\$	1,922.89	\$	2,683.73	\$	1,394.49	\$	90,291.17
01-11-5300	Contractual Services	\$	6,500.00	\$	6,500.00	\$	1,625.00	\$	-	\$	566.55	\$	566.55	\$	1,058.45	\$	1,568.95	\$	1,294.59	\$	2,455.94	\$	1,772.48	\$	1,945.46	\$	53,780.68	\$	53,780.68
01-11-5321	Printing & Publications	\$	7,500.00	\$	7,500.00	\$	1,875.00	\$	57.80	\$	-	\$	17.90	\$	1,817.20	\$	7,442.20	\$	2,493.40	\$	5,564.09	\$	1,217.35	\$	84.20	\$	77.00	\$	34,047.12
01-11-5325	Will County Record/Municipal Ex	\$	10,000.00	\$	10,000.00	\$	2,500.00	\$	287.00	\$	1,107.00	\$	1,399.90	\$	1,106.00	\$	8,606.00	\$	1,640.00	\$	2,665.00	\$	861.00	\$	2,831.25	\$	830.50	\$	62,065.75
01-11-5341																													

As of 7/31/2022		Originally filed		3		Prorated 3/12		July		Fiscal YTD Activity, Period Ending												From Inception									
Account		Fiscal Year 2022-2023 Budget		Amended Fiscal Year 2022-2023 Budget		Amended Fiscal Year 2022-2023		5/1/2022-6/30/2022		2022 Only		7/31/2022		Prorated Budget Variance		Budget Remaining		7/31/2021		7/31/2020		7/31/2019		7/31/2018		7/31/2017		7/31/2022			
Non-Home Rule																															
06-00-3350	Non-Home Rule Sale	\$	1,700,000.00	\$	1,700,000.00	\$	425,000.00	\$	-	\$	377,069.61	\$	377,069.61	\$	(47,930.39)	\$	(1,322,930.39)	\$	192,537.26	\$	397,196.70	\$	429,118.85	\$	157,196.47	\$	-	\$	16,245,961.47		
		\$	1,700,000.00	\$	1,700,000.00	\$	425,000.00	\$	-	\$	377,069.61	\$	377,069.61	\$	(47,930.39)	\$	(1,322,930.39)	\$	192,572.27	\$	397,545.35	\$	155,712.54	\$	158,297.71	\$	312.17	\$	14,877,643.40		
06-00-5001	Food 4 Less Econ. Incentive	\$	17,000.00	\$	17,000.00	\$	4,250.00	\$	-	\$	-	\$	-	\$	4,250.00	\$	17,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	208,630.95		
06-00-8100	Transfer Out	\$	659,650.00	\$	659,650.00	\$	164,912.50	\$	-	\$	-	\$	-	\$	164,912.50	\$	659,650.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	3,675,845.00		
06-00-8101	Transfer out-Debt Service	\$	773,350.00	\$	773,350.00	\$	193,337.50	\$	64,237.50	\$	128,475.00	\$	192,712.50	\$	625.00	\$	580,637.50	\$	192,337.50	\$	193,071.39	\$	-	\$	-	\$	-	\$	1,734,467.69		
06-00-8110	Property Tax Rebate	\$	250,000.00	\$	250,000.00	\$	62,500.00	\$	388.35	\$	-	\$	388.35	\$	62,111.65	\$	249,611.65	\$	-	\$	-	\$	-	\$	-	\$	-	\$	814,723.37		
		\$	1,700,000.00	\$	1,700,000.00	\$	425,000.00	\$	64,625.85	\$	128,475.00	\$	193,109.15	\$	231,899.15	\$	1,506,899.15	\$	192,337.50	\$	193,071.39	\$	-	\$	-	\$	411,642.41	\$	817,058.18	\$	11,922,086.45
Water & Sewer Revenue																															
07-00-3500	Customer Metered Sales	\$	6,279,054.38	\$	6,279,054.38	\$	1,569,763.60	\$	-	\$	3,068.52	\$	3,068.52	\$	(1,566,695.08)	\$	(6,275,985.86)	\$	955,212.55	\$	1,783,453.35	\$	2,592,855.67	\$	2,313,552.53	\$	1,559,289.53	\$	60,426,158.53		
07-00-3501	Regular Customer DMetered Sale	\$	156,019.78	\$	156,019.78	\$	39,004.95	\$	-	\$	64.75	\$	64.75	\$	(38,940.20)	\$	(155,955.03)	\$	24,121.60	\$	47,057.60	\$	21,871.73	\$	46,319.12	\$	27,859.35	\$	1,229,742.19		
07-00-3502	Joliet Customer Sewer	\$	83,636.00	\$	83,636.00	\$	20,909.00	\$	-	\$	15,160.28	\$	15,160.28	\$	(5,748.72)	\$	(68,475.72)	\$	13,667.45	\$	9,193.67	\$	17,667.57	\$	52,121.05	\$	11,285.75	\$	553,895.85		
07-00-3503	Joliet Customer Debt	\$	10,728.00	\$	10,728.00	\$	2,682.00	\$	-	\$	1,843.53	\$	1,843.53	\$	(838.47)	\$	(8,884.47)	\$	1,782.34	\$	1,297.86	\$	2,520.13	\$	7,994.50	\$	1,871.61	\$	83,185.82		
07-00-3504	Unmetered Sewer - Unmetered Sa	\$	19,931.00	\$	19,931.00	\$	4,982.75	\$	-	\$	-	\$	-	\$	(4,982.75)	\$	(19,931.00)	\$	6,111.82	\$	5,916.59	\$	3,046.59	\$	-	\$	-	\$	53,405.48		
07-00-3505	Stateville Charges	\$	4,000,000.00	\$	4,000,000.00	\$	1,000,000.00	\$	288,951.92	\$	(21,108.23)	\$	267,843.69	\$	(732,156.31)	\$	(3,732,156.31)	\$	804,628.73	\$	817,863.24	\$	1,363,885.55	\$	-	\$	-	\$	11,216,800.74		
07-00-3510	Tap On Fees	\$	-	\$	-	\$	-	\$	-	\$	113,712.69	\$	113,712.69	\$	113,712.69	\$	30,084.38	\$	-	\$	-	\$	-	\$	-	\$	29,251.34	\$	738,762.42	\$	-
07-00-3520	Meters	\$	3,342.00	\$	3,342.00	\$	835.50	\$	-	\$	289,651.92	\$	700.00	\$	(135.50)	\$	(2,642.00)	\$	1,035.00	\$	325.00	\$	3,190.00	\$	1,815.00	\$	3,280.00	\$	349,824.51	\$	-
07-00-3901	Revenue Penalties Service Fees	\$	120,000.00	\$	120,000.00	\$	30,000.00	\$	-	\$	(288,951.92)	\$	-	\$	(13,505.67)	\$	(103,505.67)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	125,845.17	
		\$	10,672,711.16	\$	10,672,711.16	\$	2,668,177.79	\$	-	\$	418,887.79	\$	418,887.79	\$	(2,249,290.00)	\$	(10,253,823.37)	\$	1,872,376.65	\$	2,671,456.21	\$	4,065,719.44	\$	2,440,840.56	\$	1,852,782.00	\$	83,626,155.53	\$	-
Water																															
07-06-4100	Salaries	\$	295,000.00	\$	295,000.00	\$	73,750.00	\$	10,044.42	\$	28,531.94	\$	38,576.36	\$	35,173.64	\$	256,423.64	\$	43,324.06	\$	58,364.55	\$	54,019.99	\$	52,752.56	\$	48,627.32	\$	2,173,244.58	\$	-
07-06-4101	Clerical Salaries	\$	50,874.00	\$	50,874.00	\$	12,718.50	\$	6,901.48	\$	5,774.03	\$	5,774.03	\$	42.99	\$	38,198.49	\$	9,147.31	\$	5,720.46	\$	4,010.90	\$	6,079.44	\$	2,580.07	\$	220,934.45	\$	-
07-06-4110	Seasonal Salaries	\$	6,667.00	\$	6,667.00	\$	1,666.75	\$	1,434.86	\$	2,122.88	\$	3,557.74	\$	(1,890.99)	\$	3,109.26	\$	2,636.45	\$	1,925.94	\$	4,397.88	\$	5,954.50	\$	9,110.25	\$	151,836.13	\$	-
07-06-4120	Overtime	\$	20,000.00	\$	20,000.00	\$	5,000.00	\$	3,024.71	\$	1,937.36	\$	4,562.07	\$	37.93	\$	15,037.93	\$	1,956.21	\$	803.05	\$	2,134.27	\$	3,092.28	\$	2,864.74	\$	141,949.22	\$	-
07-06-4121	Clerical Overtime	\$	-	\$	-	\$	-	\$	32.14	\$	-	\$	32.14	\$	(32.14)	\$	(32.14)	\$	182.65	\$	-	\$	-	\$	-	\$	-	\$	2,162.00	\$	-
07-06-4122	Mechanic Overtime	\$	-	\$	-	\$	-	\$	222.83	\$	(222.83)	\$	-	\$	-	\$	-	\$	559.87	\$	215.49	\$	-	\$	35.03	\$	97.28	\$	12,572.41	\$	-
07-06-4200	Insurance Benefit	\$	93,000.00	\$	93,000.00	\$	23,250.00	\$	8,556.74	\$	8,734.84	\$	17,291.58	\$	5,958.42	\$	75,708.42	\$	20,304.63	\$	25,492.47	\$	21,329.90	\$	25,809.22	\$	28,441.20	\$	743,018.12	\$	-
07-06-4210	FICA	\$	23,000.00	\$	23,000.00	\$	5,750.00	\$	2,926.34	\$	2,378.78	\$	5,305.12	\$	444.88	\$	17,694.88	\$	4,678.55	\$	4,847.90	\$	4,981.33	\$	5,021.45	\$	5,261.93	\$	143,433.94	\$	-
07-06-4220	Medicare	\$	5,500.00	\$	5,500.00	\$	1,375.00	\$	684.46	\$	556.40	\$	1,240.86	\$	134.14	\$	4,259.14	\$	1,094.23	\$	1,133.87	\$	1,164.89	\$	1,174.40	\$	1,243.82	\$	33,575.52	\$	-
07-06-4230	Unemployment Benefit	\$	1,000.00	\$	1,000.00	\$	250.00	\$	-	\$	46.30	\$	46.30	\$	203.70	\$	953.70	\$	40.91	\$	42.88	\$	126.40	\$	191.11	\$	521.83	\$	7,515.81	\$	-
07-06-4240	IMRF Expense	\$	26,334.00	\$	26,334.00	\$	6,583.50	\$	3,029.07	\$	2,399.20	\$	5,428.27	\$	1,155.23	\$	20,905.73	\$	6,315.05	\$	6,588.23	\$	5,218.39	\$	6,543.85	\$	2,990.75	\$	256,636.61	\$	-
07-06-5300	Contractual Services	\$	108,900.00	\$	108,900.00	\$	27,225.00	\$	4,133.20	\$	14,684.82	\$	38,819.02	\$	8,406.98	\$	90,881.98	\$	24,485.02	\$	31,489.13	\$	7,596.32	\$	8,837.60	\$	22,609.25	\$	439,370.86	\$	-
07-06-5301	Technology	\$	22,000.00	\$	22,000.00	\$	5,500.00	\$	767.41	\$	-	\$	767.41	\$	4,732.59	\$	21,232.59	\$	2,266.63	\$	4,705.75	\$	4,462.50	\$	5,056.67	\$	1,790.00	\$	125,243.39	\$	-
07-06-5306	Contractual Lab	\$	23,000.00	\$	23,000.00	\$	5,750.00	\$	1,470.04	\$	1,979.25	\$	3,449.25	\$	2,300.71	\$	19,550.71	\$	4,730.00	\$	8,576.40	\$	1,550.00	\$	2,596.84	\$	2,067.98	\$	88,826.48	\$	-
07-06-5321	Printing & Publications	\$	2,500.00	\$	2,500.00	\$	625.00	\$	-	\$	-	\$	-	\$	625.00	\$	2,500.00	\$	518.20	\$	-	\$	-	\$	216.36	\$	2,720.79	\$	12,925.39	\$	-
07-06-5330	Water Engineering	\$	32,500.00	\$	32,500.00	\$	8,125.00	\$	-	\$	1,020.22	\$	1,820.32	\$	7,104.78	\$	31,479.78	\$	19,957.50	\$	578.46	\$	7,883.14	\$	3,564.32	\$	-	\$	496,850.98	\$	-
07-06-5331	Engineering	\$	25,000.00	\$	25,000.00	\$	6,250.00	\$	-	\$	-	\$	-	\$	6,250.00	\$	25,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	2,038.78	\$	-
07-06-5332	Lake Michigan Allocation	\$	380,000.00	\$	380,000.00	\$	95,000.00	\$	110,000.00	\$	33,607.10	\$	143,007.10	\$	(48,607.10)	\$	236,392.90	\$	-	\$	-	\$	-	\$	-	\$	-	\$	122,622.18	\$	-
07-06-5341	Training	\$	6,000.00	\$	6,000.00	\$	1,500.00	\$	-	\$	725.00	\$	725.00	\$	775.00	\$	5,275.00	\$	512.56	\$	-	\$	1,513.46	\$	1,076.59	\$	681.81	\$	36,005.51	\$	-
07-06-5343	Meal Expense	\$	2,750.00	\$	2,750.00	\$	687.50	\$	-	\$	-	\$	-	\$	687.50	\$	2,750.00	\$	294.93	\$	143.67	\$	129.06	\$	203.94	\$	732.88	\$	7,322		

As of 7/31/2022

Account 8/19/2022 15:04

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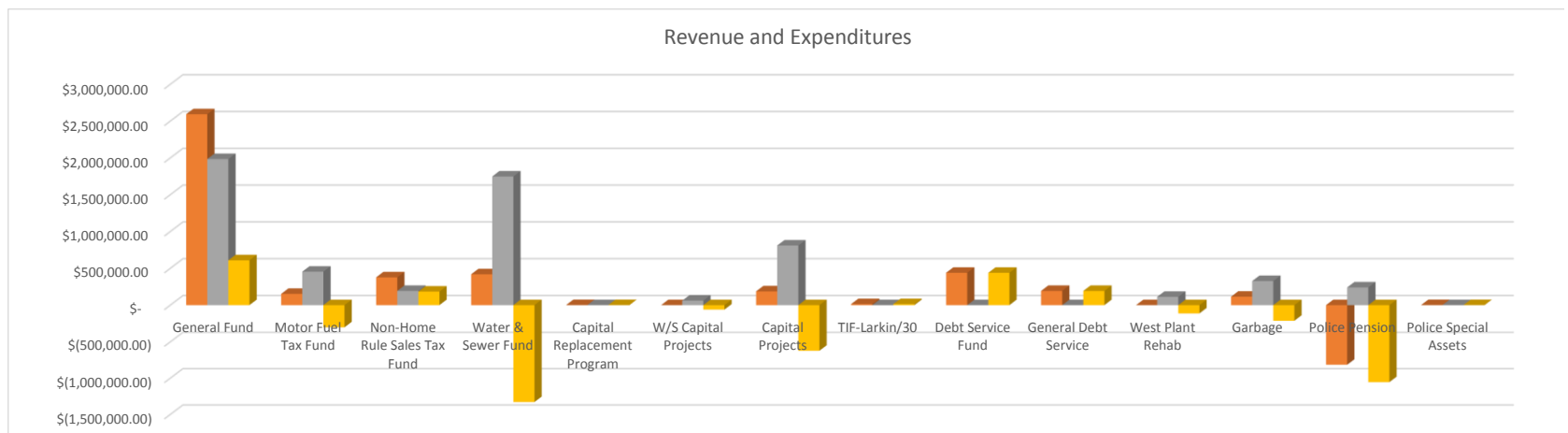
07-08-4100	Salaries	\$	491,333.00	\$	491,333.00	\$	122,833.25	\$	10,504.25	\$	30,890.58	\$	41,394.83	\$	81,438.42	\$	449,938.17	\$	48,090.47	\$	61,996.26	\$	52,879.21	\$	46,362.21	\$	50,699.07	\$	2,113,259.91
07-08-4101	Clerical Salaries	\$	-	\$	-	\$	-	\$	5,160.41	\$	4,306.97	\$	9,467.38	\$	(9,467.38)	\$	(9,467.38)	\$	6,966.01	\$	3,319.60	\$	2,897.86	\$	3,675.62	\$	1,658.28	\$	146,113.03
07-08-4102	Mechanic Salaries	\$	-	\$	-	\$	-	\$	1,958.95	\$	(1,958.95)	\$	-	\$	-	\$	-	\$	3,630.02	\$	4,296.26	\$	3,609.56	\$	4,405.38	\$	3,447.93	\$	129,188.54
07-08-4110	Seasonal Salaries	\$	6,666.00	\$	6,666.00	\$	1,666.50	\$	1,434.86	\$	2,122.86	\$	3,557.72	\$	(1,891.22)	\$	3,108.28	\$	2,636.40	\$	1,925.93	\$	4,397.88	\$	5,954.50	\$	9,110.29	\$	126,978.36
07-08-4120	Overtime	\$	15,000.00	\$	15,000.00	\$	3,750.00	\$	2,122.01	\$	1,106.35	\$	3,228.36	\$	521.64	\$	11,771.64	\$	983.97	\$	209.41	\$	3,932.03	\$	9,215.28	\$	5,159.96	\$	175,079.03
07-08-4121	Clerical Overtime	\$	-	\$	-	\$	-	\$	32.13	\$	-	\$	32.13	\$	(32.13)	\$	(32.13)	\$	182.63	\$	-	\$	-	\$	-	\$	-	\$	2,282.50
07-08-4122	Mechanic Overtime	\$	-	\$	-	\$	-	\$	222.83	\$	(222.83)	\$	-	\$	-	\$	-	\$	559.87	\$	215.49	\$	-	\$	-	\$	-	\$	8,063.13
07-08-4200	Insurance Benefit	\$	120,000.00	\$	120,000.00	\$	30,000.00	\$	8,095.45	\$	8,009.32	\$	16,104.77	\$	13,895.23	\$	103,895.23	\$	19,649.19	\$	25,972.04	\$	14,688.33	\$	18,839.18	\$	25,623.23	\$	640,312.62
07-08-4210	FICA	\$	32,500.00	\$	32,500.00	\$	8,125.00	\$	2,997.43	\$	2,382.39	\$	5,379.82	\$	2,745.18	\$	27,120.18	\$	4,648.48	\$	4,461.78	\$	4,623.71	\$	4,315.87	\$	5,531.16	\$	134,150.84
07-08-4220	Medicare	\$	7,500.00	\$	7,500.00	\$	1,875.00	\$	700.92	\$	557.06	\$	1,257.98	\$	617.02	\$	6,242.02	\$	1,087.13	\$	1,043.35	\$	1,081.43	\$	1,009.35	\$	1,304.31	\$	31,416.75
07-08-4240	IMRF Expense	\$	32,000.00	\$	32,000.00	\$	8,000.00	\$	3,106.33	\$	2,403.18	\$	5,509.51	\$	2,490.49	\$	26,490.49	\$	6,038.87	\$	6,043.97	\$	4,817.42	\$	5,537.00	\$	3,016.32	\$	234,167.67
07-08-4370	STP OPEB EXPENSE	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	6,879.00
07-08-5300	Contractual Services	\$	17,300.00	\$	17,300.00	\$	4,325.00	\$	1,607.24	\$	1,251.13	\$	2,858.37	\$	1,466.63	\$	14,441.63	\$	6,641.77	\$	5,420.32	\$	3,940.47	\$	3,529.64	\$	3,715.58	\$	277,175.08
07-08-5301	Technology	\$	75,000.00	\$	75,000.00	\$	18,750.00	\$	765.00	\$	1,536.63	\$	2,361.63	\$	16,448.37	\$	72,698.37	\$	8,196.13	\$	8,176.62	\$	10,855.00	\$	23,847.96	\$	1,008.63	\$	241,696.03
07-08-5306	Contractual Lab	\$	35,000.00	\$	35,000.00	\$	8,750.00	\$	1,069.50	\$	6,896.32	\$	7,984.82	\$	784.18	\$	27,034.18	\$	1,680.00	\$	6,780.10	\$	6,028.80	\$	3,446.40	\$	-	\$	138,753.53
07-08-5314	Annual NPDES Permit	\$	33,500.00	\$	33,500.00	\$	8,375.00	\$	-	\$	33,500.00	\$	33,500.00	\$	(25,125.00)	\$	-	\$	33,500.00	\$	33,500.00	\$	33,500.00	\$	33,500.00	\$	32,500.00	\$	330,000.00
07-08-5341	Training	\$	4,200.00	\$	4,200.00	\$	1,050.00	\$	-	\$	-	\$	-	\$	1,050.00	\$	4,200.00	\$	512.59	\$	-	\$	1,403.47	\$	2,410.57	\$	3,282.45	\$	26,798.19
07-08-5343	Meal Expense	\$	1,650.00	\$	1,650.00	\$	412.50	\$	-	\$	-	\$	-	\$	416.00	\$	416.00	\$	(3.50)	\$	1,234.00	\$	326.94	\$	143.66	\$	109.51	\$	382.49
07-08-5344	Safety Clothing	\$	5,250.00	\$	5,250.00	\$	1,312.50	\$	722.54	\$	-	\$	722.54	\$	589.96	\$	4,527.46	\$	1,260.82	\$	683.50	\$	582.84	\$	298.61	\$	446.68	\$	28,884.04
07-08-5350	Utilities	\$	36,500.00	\$	36,500.00	\$	9,125.00	\$	4,682.84	\$	1,292.34	\$	3,379.18	\$	3,149.82	\$	30,524.82	\$	9,974.46	\$	7,321.85	\$	8,066.33	\$	6,995.87	\$	3,576.26	\$	265,562.16
07-08-5353	Power Purchase	\$	150,000.00	\$	150,000.00	\$	37,500.00	\$	15,811.46	\$	14,992.23	\$	38,803.49	\$	6,696.31	\$	119,196.31	\$	36,194.82	\$	42,216.09	\$	32,068.42	\$	42,682.20	\$	26,607.49	\$	1,490,230.37
07-08-5365	Maint Repair West Plant	\$	50,000.00	\$	50,000.00	\$	12,500.00	\$	788.44	\$	3,189.28	\$	3,977.72	\$	8,522.28	\$	46,022.28	\$	3,177.94	\$	6,904.85	\$	844.30	\$	13,127.69	\$	25,868.82	\$	332,673.85
07-08-5366	Maint Repair East Plant	\$	65,000.00	\$	65,000.00	\$	16,250.00	\$	1,844.17	\$	10,986.16	\$	12,830.33	\$	3,419.67	\$	52,169.67	\$	34,794.16	\$	10,435.38	\$	5,414.99	\$	8,794.32	\$	31,512.06	\$	313,607.15
07-08-5373	Waste Removal	\$	225,000.00	\$	225,000.00	\$	56,250.00	\$	1,804.00	\$	94,248.00	\$	96,802.00	\$	(39,802.00)	\$	128,948.00	\$	3,100.00	\$	1,505.00	\$	44,705.00	\$	42,449.00	\$	10,953.50	\$	7,044,735.27
07-08-5377	Intergovernmental Groups	\$	18,000.00	\$	18,000.00	\$	4,500.00	\$	14,042.03	\$	-	\$	14,042.03	\$	(9,402.03)	\$	3,957.97	\$	9,938.64	\$	-	\$	4,977.00	\$	-	\$	-	\$	106,388.21
07-08-5401	Office Supplies	\$	2,000.00	\$	2,000.00	\$	500.00	\$	54.14	\$	129.99	\$	184.13	\$	315.87	\$	1,815.87	\$	124.30	\$	168.71	\$	53.09	\$	398.28	\$	566.21	\$	20,790.82
07-08-5402	Safety Equipment	\$	3,000.00	\$	3,000.00	\$	750.00	\$	-	\$	1,576.88	\$	1,576.88	\$	(826.88)	\$	1,423.12	\$	673.71	\$	516.28	\$	176.29	\$	372.47	\$	1,868.76	\$	35,249.74
07-08-5420	Lab. Supplies & Equipment	\$	18,000.00	\$	18,000.00	\$	4,500.00	\$	678.61	\$	3,598.03	\$	4,276.64	\$	223.36	\$	13,723.36	\$	2,757.63	\$	2,038.68	\$	410.66	\$	3,559.43	\$	9,467.45	\$	(3,545.47)
07-08-5421	Chemicals	\$	25,000.00	\$	25,000.00	\$	6,250.00	\$	-	\$	1,190.00	\$	1,190.00	\$	5,060.00	\$	23,810.00	\$	(200.00)	\$	6,814.00	\$	-	\$	6,144.98	\$	11,967.34	\$	240,956.86
Water & Sewer Administration		\$	1,469,399.00	\$	1,469,399.00	\$	367,349.75	\$	80,205.54	\$	224,433.02	\$	304,638.56	\$	62,711.19	\$	1,164,760.44	\$	254,106.23	\$	263,273.38	\$	251,879.76	\$	303,045.90	\$	292,470.27	\$	10,017,806.75
07-09-3501	Stateville Debt	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
07-09-3505	Intergovernmental Stateville	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
07-09-3957	Cora Street Block	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
07-09-4100	Salaries	\$	475,000.00	\$	475,000.00	\$	118,750.00	\$	5,277.75	\$	21,304.37	\$	26,582.12	\$	92,167.88	\$	448,417.88	\$	33,237.69	\$	36,599.31	\$	19,932.91	\$	25,427.46	\$	18,151.69	\$	1,028,793.39
07-09-4101	Clerical Salaries	\$	-	\$	-	\$	-	\$	42,080.72	\$	35,378.48	\$	77,459.20	\$	(77,459.20)	\$	(77,459.20)	\$	54,103.03	\$	81,753.24	\$	72,187.29	\$	76,486.14	\$	37,286.46	\$	2,058,092.57
07-09-4120	Overtime	\$	8,000.00	\$	8,000.00	\$	2,000.00	\$	975.74	\$	339.82	\$	1,315.56	\$	684.44	\$	6,684.44	\$	684.24	\$	242.21	\$	156.94	\$	729.41	\$	-	\$	15,360.35
07-09-4121	Clerical Overtime	\$	-	\$	-	\$	-	\$	2,571.78	\$	1,347.89	\$	3,919.67	\$	(3,919.67)	\$	(3,919.67)	\$	1,975.16	\$	118.85	\$	1,042.23	\$	1,581.64	\$	-	\$	33,985.73
07-09-4200	Insurance Benefit	\$	138,000.00	\$	138,000.00	\$	34,500.00	\$	12,227.64	\$	12,574.21	\$	24,801.85	\$	9,698.15	\$	113,198.15	\$	25,835.63	\$	29,711.30	\$	16,689.80	\$	21,405.97	\$	13,794.66	\$	676,400.00
07-09-4210	FICA	\$	30,000.00	\$	30,000.00	\$	7,500.00	\$	4,306.56	\$	3,619.01	\$	7,925.57	\$															

City of Crest Hill Cash and Investments As of 8/31/2022

	Cash	CD's	PMA Investments	
Chase	\$	-		
Numark		\$ 1,125,568.66		
PMA Operating				
PMA Fixed Income Portfolio (treasurer bonds)	\$ 22,949,321.08		\$ 7,487,423.40	Laddered maturity dates
PMA Operating investments			\$ 15,461,897.68	
MFT and Rebuild Illinois			\$ 1,969,459.08	
American Rescue Plan Act			\$ 1,388,516.28	
Police Seizure			\$ 10,049.32	
Police Forfeiture			\$ 10,025.96	
			\$ 26,327,371.72	
Total cash and investments	\$30,274,766.27			
Investment (Fund Balance)				
General Fund	\$ 11,474,660.54			
Less City Center Encumbrances	\$ (4,096,663.03)			
Less annual debt payment				
Adjusted General Fund Balance	\$ 7,377,997.51			
Water & Sewer	\$ 11,474,660.54			
Lake Michigan Projects				
	\$ 22,949,321.08			
Monthly Operating Expenses (based on activity prorated May 1, 2022-July 1, 2022)				
General Fund	\$ 661,391.00			
Water/Sewer	\$ 582,563.04			

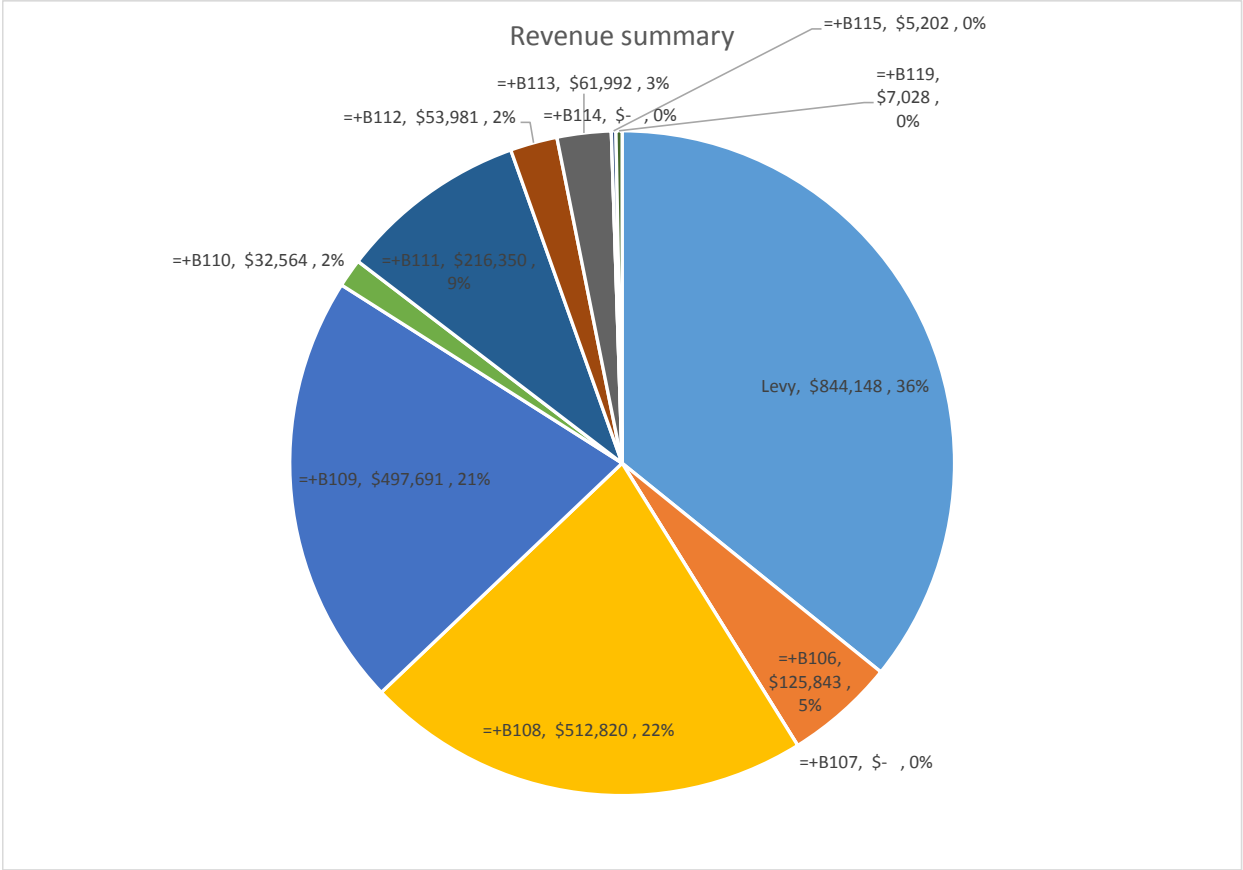
**City of Crest Hill
Revenue and Expenditures
As of 7/31/2022**

		Y-T-D		Change in
As of		Revenue	Expenditures	Fund
		As of		Balance
				7/31/2022
1	General Fund	\$ 2,593,184.26	\$ 1,984,173.17	\$ 609,011.09
5	Motor Fuel Tax Fund	\$ 152,723.66	\$ 454,300.70	\$ (301,577.04)
6	Non-Home Rule Sales Tax Fund	\$ 377,069.61	\$ 193,100.85	\$ 183,968.76
7	Water & Sewer Fund	\$ 418,887.79	\$ 1,747,689.13	\$ (1,328,801.34)
11	Capital Replacement Program	\$ 950.00	\$ -	\$ 950.00
12	W/S Capital Projects	\$ -	\$ 60,778.50	\$ (60,778.50)
13	Capital Projects	\$ 186,677.24	\$ 809,618.57	\$ (622,941.33)
15	TIF-Larkin/30	\$ 13,437.83	\$ -	\$ 13,437.83
30	Debt Service Fund	\$ 439,433.73	\$ -	\$ 439,433.73
32	General Debt Service	\$ 192,712.50	\$ -	\$ 192,712.50
35	West Plant Rehab	\$ -	\$ 112,906.08	\$ (112,906.08)
80	Garbage	\$ 114,190.93	\$ 326,851.98	\$ (212,661.05)
98	Police Pension	\$ (815,051.12)	\$ 240,354.35	\$ (1,055,405.47)
99	Police Special Assets	\$ 507.00	\$ -	\$ 507.00
		\$ 3,674,723.43	\$ 5,929,773.33	\$ (2,255,049.90)
W/o Police Pension		\$ 4,489,774.55	\$ 5,689,418.98	\$ (1,199,644.43)



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City of Crest Hill
Revenue Sources Analysis
Fiscal Year 2022-2023

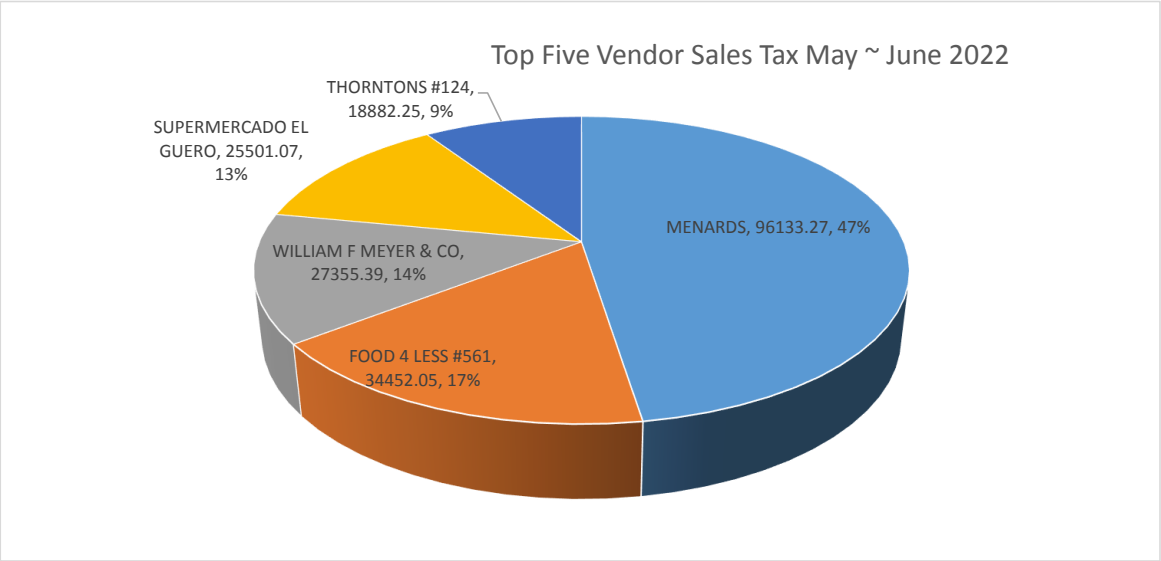


7/31/2022 Top five Sales Tax Vendors

(IDOR information is only 5/1-6/30/2022)

MENARDS	\$	96,133.27	19%
FOOD 4 LESS #561	\$	34,452.05	7%
WILLIAM F MEYER & CO	\$	27,355.39	5%
SUPERMERCADO EL GUERO	\$	25,501.07	5%
THORNTONS #124	\$	18,882.25	4%

Total 5/1-6/30/2022 \$ 513,064.43 100%



City of Crest Hill
Summary of Revenue
Fiscal Year 2022-2023

As of

7/31/2022

5/1/2022

		4/30/2023		3 FY 2022-2023		Y-T-D												
		FY 2022-2023		Prorated Budget		7/31/2022		7/31/2021		7/31/2020		7/31/2019		7/31/2018		7/31/2017		
% of Total		Budget		Budget														
1	General Fund	27%	\$	10,842,906.77	\$	2,710,726.69	\$	2,593,184.26	\$	2,131,966.28	\$	2,747,162.12	\$	2,615,175.16	\$	2,220,150.62	\$	2,081,751.86
5	Motor Fuel Tax Fund	2%	\$	872,153.70	\$	218,038.43	\$	152,723.66	\$	138,225.15	\$	416,810.90	\$	91,668.29	\$	87,875.37	\$	84,320.77
6	Non-Home Rule Sales Tax Fund	4%	\$	1,700,000.00	\$	425,000.00	\$	377,069.61	\$	192,572.27	\$	397,545.35	\$	155,712.54	\$	158,297.71	\$	312.17
7	Water & Sewer Fund	26%	\$	10,672,711.16	\$	2,668,177.79	\$	418,887.79	\$	1,872,376.65	\$	2,671,456.21	\$	4,065,719.44	\$	2,440,840.56	\$	1,852,782.00
11	Capital Replacement Program	0%	\$	-	\$	-	\$	950.00	\$	120.00	\$	160.00	\$	15,525.00	\$	607,885.00	\$	545,069.00
12	Water & Sewer Capital Projects	6%	\$	2,390,000.00	\$	597,500.00	\$	-	\$	-	\$	-	\$	-	\$	303,786.00	\$	1,878,188.00
13	Capital Projects	6%	\$	2,417,160.00	\$	604,290.00	\$	186,677.24	\$	414.72	\$	13,037.98	\$	-	\$	-	\$	-
15	TIF-Larkin/30	0%	\$	35,000.00	\$	8,750.00	\$	13,437.83	\$	18,353.21	\$	-	\$	1,323.57	\$	1,335.62	\$	-
30	Water Sewer Debt Service Fund	4%	\$	1,757,735.00	\$	439,433.75	\$	439,433.73	\$	439,433.73	\$	438,871.21	\$	878,603.64	\$	591,344.73	\$	593,405.73
32	General Debt Service	2%	\$	773,350.00	\$	193,337.50	\$	192,712.50	\$	192,337.50	\$	193,071.39	\$	-	\$	-	\$	-
35	West Plant Rehab	15%	\$	6,137,000.00	\$	1,534,250.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
80	Garbage	3%	\$	1,373,937.00	\$	343,484.25	\$	114,190.93	\$	214,720.98	\$	431,340.86	\$	446,305.84	\$	432,107.69	\$	207,786.61
98	Police Pension	4%	\$	1,502,000.00	\$	375,500.00	\$	(815,051.12)	\$	-	\$	94,065.48	\$	1,203,080.43	\$	880,255.96	\$	311,814.40
99	Police Special Assets	0%	\$	8,500.00	\$	2,125.00	\$	507.00	\$	1,734.67	\$	7,238.95	\$	1,568.36	\$	2,337.89	\$	991.61
Total		100%	\$	40,482,453.63	\$	10,120,613.41	\$	3,674,723.43	\$	5,202,255.16	\$	7,410,760.45	\$	9,474,682.27	\$	7,726,217.15	\$	7,556,422.15
W/o Police Pension		96%	\$	38,980,453.63	\$	9,745,113.41	\$	4,489,774.55	\$	5,202,255.16	\$	7,316,694.97	\$	8,271,601.84	\$	6,845,961.19	\$	7,244,607.75

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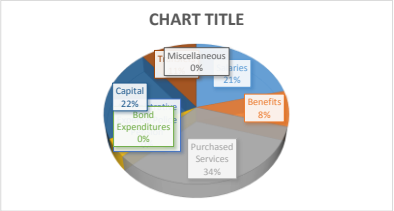
City of Crest Jill
Summary of Expenditures
Fiscal Year 2022-2023
As of
7/31/2022 0:00

\$3,731,862.30 533123.2

			4/30/2023		Y-T-D		7/31/2022		7/31/2021	7/31/2020	7/31/2019	7/31/2018	7/31/2017					
			FY 2022-2023		Budget													
1	Administration Department																	
1-Jan	Officials	1%	\$	109,975.00	1%	\$	20,101.29	\$	26,622.87	\$	23,257.41	\$	43,515.18	\$	31,968.23	\$	37,137.45	
2-Jan	Police	49%	\$	5,279,300.00	50%	\$	986,966.57	\$	1,304,704.24	\$	1,352,145.20	\$	2,307,328.36	\$	2,252,763.13	\$	1,591,948.38	
3-Jan	Street	14%	\$	1,554,238.00	12%	\$	246,049.86	\$	374,041.85	\$	366,314.65	\$	299,395.21	\$	383,608.12	\$	351,073.90	
4-Jan	Facilities Management	4%	\$	384,310.00	1%	\$	21,326.44	\$	-	\$	-	\$	-	\$	-	\$	-	
6-Jan	Information Technology	4%	\$	450,551.36	8%	\$	160,775.94	\$	-	\$	-	\$	-	\$	-	\$	-	
7-Jan	Fleet Vehicle Maintenance	5%	\$	502,400.00	6%	\$	110,935.86	\$	-	\$	-	\$	-	\$	-	\$	-	
10-Jan	Administration Department	10%	\$	1,123,424.00	11%	\$	227,765.32	\$	237,862.95	\$	154,794.49	\$	131,725.45	\$	226,769.32	\$	182,392.22	
11-Jan	Clerk	2%	\$	253,980.00	2%	\$	32,580.66	\$	55,870.39	\$	59,820.99	\$	49,084.42	\$	59,217.03	\$	57,564.70	
12-Jan	Treasurer	2%	\$	234,068.00	2%	\$	30,447.76	\$	28,314.22	\$	43,035.90	\$	54,428.56	\$	595,153.16	\$	532,572.67	
16-Jan	Community Development	8%	\$	858,881.00	7%	\$	147,223.47	\$	98,317.29	\$	98,992.94	\$	83,556.12	\$	72,016.61	\$	66,453.13	
Total General Fund Expenditures			24%	\$	10,751,127.36	33%	\$	1,984,173.17	\$	2,125,733.81	\$	2,098,361.58	\$	2,969,033.30	\$	3,621,495.60	\$	2,819,142.45
5	Motor Fuel Tax Fund	3%	\$	1,495,000.00	8%	\$	454,300.70	\$	124,177.39	\$	353,709.14	\$	1,635.00	\$	20,190.30	\$	20,123.59	
6	Non-Home Rule Sales Tax Fund	4%	\$	1,700,000.00	3%	\$	193,100.85	\$	192,337.50	\$	193,071.39	\$	-	\$	411,642.41	\$	817,058.18	
7	Water & Sewer Fund																	
6-Jul	Water Fund	5%	\$	2,096,325.00	7%	\$	432,907.12	\$	241,750.02	\$	306,602.39	\$	190,744.42	\$	269,590.24	\$	248,372.16	
7-Jul	Sewer Fund	2%	\$	766,399.00	1%	\$	85,959.10	\$	125,127.68	\$	154,076.00	\$	120,198.42	\$	137,938.29	\$	126,098.08	
8-Jul	STP ~ Sewage Treatment Plants	3%	\$	1,469,399.00	5%	\$	304,638.56	\$	254,106.23	\$	263,273.38	\$	251,879.76	\$	303,045.90	\$	292,470.27	
9-Jul	Water & Sewer Administration	13%	\$	6,060,588.16	16%	\$	924,184.35	\$	849,206.58	\$	882,715.11	\$	1,312,919.07	\$	1,394,758.53	\$	2,781,431.29	
				\$	10,392,711.16	29%	\$	1,747,689.13	\$	1,470,190.51	\$	1,606,666.88	\$	1,875,741.67	\$	2,105,332.96	\$	3,448,371.80
11	Capital Replacement Program	0%	\$	75,000.00	1%	\$	-	\$	110,704.22	\$	119,166.69	\$	103,233.71	\$	50,606.54	\$	73,486.30	
12	W/S Capital Projects	6%	\$	2,595,000.00	1%	\$	60,778.50	\$	76,540.00	\$	769,681.58	\$	799,098.54	\$	258,212.80	\$	769,225.50	
13	Capital Projects	14%	\$	6,496,744.00	14%	\$	809,618.57	\$	2,400,921.82	\$	2,266,038.63	\$	66,355.27	\$	121,985.42	\$	928.00	
15	TIF-Larkin/30	0%	\$	35,000.00	0%	\$	-	\$	-	\$	-	\$	165.00	\$	6,055.00	\$	-	
30	Debt Service Fund	4%	\$	1,757,735.00	0%	\$	-	\$	-	\$	-	\$	115,067.42	\$	115,067.42	\$	115,067.42	
32	General Debt Service	2%	\$	773,350.00	0%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
35	West Plant Rehab	14%	\$	6,137,000.00	2%	\$	112,906.08	\$	489,100.00	\$	-	\$	-	\$	-	\$	-	
80	Garbage	3%	\$	1,348,514.00	6%	\$	326,851.98	\$	316,390.88	\$	306,205.85	\$	213,079.96	\$	425,949.34	\$	417,108.20	
98	Police Pension	3%	\$	1,502,000.00	4%	\$	240,354.35	\$	-	\$	-	\$	-	\$	-	\$	-	
99	Police Special Assets	0%	\$	8,500.00	0%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Total			100%	\$	45,067,681.52	101%	\$	5,929,773.33	\$	7,359,159.00	\$	7,724,812.37	\$	6,143,409.87	\$	7,164,789.54	\$	8,496,226.44
W/o Police Pension				\$	43,565,681.52		\$	5,689,418.98	\$	7,359,159.00	\$	7,724,812.37	\$	6,143,409.87	\$	7,164,789.54	\$	8,496,226.44
TIF-Weber				\$	-		\$	-	\$	53,062.87	\$	11,910.63	\$	-	\$	28,251.75	\$	15,715.00
							\$	-										
- -40	- -40		\$	-		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
- -41	- Salaries		\$	7,617,155.00	21%	\$	1,251,980.02	\$	1,287,110.21	\$	1,383,623.55	\$	1,348,510.53	\$	1,457,865.79	\$	1,205,693.63	
- -42	- Benefits		\$	2,750,020.00	8%	\$	482,815.85	\$	444,888.02	\$	565,472.93	\$	1,532,539.92	\$	1,409,808.43	\$	785,375.79	
- -50	- Incentive Rebates		\$	17,000.00	0%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
- -51	- -51		\$	-	0%	\$	-	\$	-	\$	-	\$	(15,283.00)	\$	-	\$	(9,443.00)	
- -52	- -52		\$	-	0%	\$	-	\$	-	\$	-	\$	(68,698.00)	\$	-	\$	(61,143.00)	
- -53	- Purchased Services		\$	9,040,189.36	34%	\$	2,008,858.02	\$	1,696,012.51	\$	1,426,922.93	\$	1,114,634.69	\$	1,650,597.18	\$	1,548,442.33	
- -54	- Materials		\$	1,822,253.16	4%	\$	257,655.67	\$	67,371.27	\$	187,906.89	\$	127,566.52	\$	157,100.56	\$	135,581.22	
- -55	- Administrative Expense Police Pension		\$	70,000.00	0%	\$	84.86	\$	-	\$	-	\$	-	\$	-	\$	-	
- -60	- Bond Principal		\$	-	0%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
- -61	- -61		\$	1,488,791.00	0%	\$	-	\$	-	\$	-	\$	95,449.92	\$	94,267.89	\$	93,100.50	
- -62	- -62		\$	1,039,794.00	0%	\$	-	\$	-	\$	-	\$	19,617.50	\$	20,799.53	\$	21,966.92	
- -63	- -63		\$	2,500.00	0%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
- -7	- Capital		\$	15,344,244.00	21%	\$	1,260,717.24	\$	3,155,637.68	\$	3,547,862.79	\$	971,320.64	\$	899,816.22	\$	1,709,539.32	
- -80	- Miscellaneous		\$	45,000.00	0%	\$	4,260.09	\$	45,510.08	\$	12,010.40	\$	12,001.61	\$	10,342.71	\$	11,793.86	
- -81	- Transfers		\$	5,830,735.00	11%	\$	632,534.58	\$	631,966.64	\$	631,942.60	\$	883,434.26	\$	1,498,675.73	\$	3,015,862.73	
Total Expenditures				\$	45,067,681.52	100%	\$	5,898,906.33	\$	7,328,496.41	\$	7,755,742.09	\$	6,021,094.59	\$	7,199,274.04	\$	8,456,770.30
				\$	45,067,681.52		\$	5,929,773.33	\$	7,306,096.13	\$	7,712,901.74	\$	6,143,409.87	\$	7,136,537.79	\$	8,480,511.44
				\$	-		\$	30,867.00	\$	(22,400.28)	\$	(42,840.35)	\$	122,315.28	\$	(62,736.25)	\$	23,741.14

Y-T-D Y-T-D Y-T-D Y-T-D Y-T-D Y-T-D
7/31/2022 7/31/2021 7/31/2020 7/31/2019 7/31/2018 7/31/2017 Five Year Average

Salaries	\$ 1,251,980.02	\$ 1,287,110.21	\$ 1,383,623.55	\$ 1,348,510.53	\$ 1,457,865.79	\$ 1,205,693.63	\$ 1,336,560.74
Benefits	\$ 482,815.85	\$ 444,888.02	\$ 565,472.93	\$ 1,448,558.92	\$ 1,409,808.43	\$ 714,789.79	\$ 916,703.62
Purchased Services	\$ 2,008,858.02	\$ 1,696,012.51	\$ 1,426,922.93	\$ 1,114,634.69	\$ 1,650,597.18	\$ 1,548,442.33	\$ 1,487,321.93
Materials	\$ 257,655.67	\$ 67,371.27	\$ 187,906.89	\$ 127,566.52	\$ 157,100.56	\$ 135,581.22	\$ 135,105.29
Administrative Expense Police Pension	\$ 84.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Expenditures	\$ -	\$ -	\$ -	\$ 115,067.42	\$ 115,067.42	\$ 115,067.42	\$ 69,040.45
Capital	\$ 1,260,717.24	\$ 3,155,637.68	\$ 3,547,862.79	\$ 971,320.64	\$ 899,816.22	\$ 1,709,539.32	\$ 2,056,835.33
Transfers	\$ 632,534.58	\$ 631,966.64	\$ 631,942.60	\$ 883,434.26	\$ 1,498,675.73	\$ 3,015,862.73	\$ 1,332,376.39
Miscellaneous	\$ 4,260.09	\$ 45,510.08	\$ 12,010.40	\$ 12,001.61	\$ 10,342.71	\$ 11,793.86	\$ 18,331.73
Total Expenditures	\$ 5,898,906.33	\$ 7,328,496.41	\$ 7,755,742.09	\$ 6,021,094.59	\$ 7,199,274.04	\$ 8,456,770.30	\$ 7,352,275.49
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -





City Council Agenda Memo

Crest Hill, IL

Meeting Date: August 22, 2022
Department: Treasurer's Office
Agenda Item: Summary of New Fiscal Year 2022~2023 Revenue Sources

Summary: This memorandum summarizes the new revenue sources that were implemented for Fiscal Year 2022~2023. This summary does *not* include the increase in revenue for the Community and Economic Development Department. That information is included with the other documents as part of the Fiscal Year 2022~2023 Financial Update discussion for this meeting found as attachment FY 2023 Business License Fees.

The Places for Eating Tax:

- A two (2) percent (%) tax assessed on gross receipts of food and beverages sold at qualifying establishments within the City of Crest Hill.
- The budget included \$500,000 for revenue from PFET for Fiscal Year 2022~2023.
- Effective date for the increase January 1, 2023.
- Year-to date revenue for this tax/fee is \$0.

Alarm Fee Increase:

- Alarm Registration Fee
 - Currently alarm registration fees are \$50 for a new alarm registration and then an annual alarm renewal fee of \$20. The City's recommendation is to increase the new alarm registration fee to \$100 for a new alarm registration and then an annual alarm renewal fee of \$100. There are currently three hundred and thirty-four (334) alarm registrations. The increase for the current registrations would be an annual increase of \$26,720.
 - Effective date for the increase January 1, 2023.
 - Year-to date revenue for this tax/fee is \$0.

- **False Alarm Fee**

- Currently, the city charges \$0 for the first false alarm, \$10 for the second false alarm and \$25 for subsequent false alarms. False alarm fees reset quarterly for every alarm that is registered. The city is recommending that the following fee structure is approved for false alarm occurrences: \$0 for the first false alarm, \$50 for the second false alarm and \$100 for subsequent false alarms. The fee would reset annually on January 1. The new structure would allow alarm registrants one false alarm occurrence each year.
- Effective date for the increase January 1, 2023.
- Year-to date revenue for this tax/fee is \$0.

Solicitor Fee Increase:

- Currently the solicitor permit fee is \$10 per permit. The permit is issued for every individual who will be soliciting. There is not a fee for the organization the solicitor is working for. The City's recommendation is to increase the solicitor permit fee from \$10 per permit to \$50. The average solicitor permits issued is forty (40) a year which would result in an increase of \$1,600 annually.
- Effective immediately upon passage of the Ordinance from the July 5, 2022 City Council meeting.
- Year-to date revenue for this tax/fee is \$0.

Tobacco License Fee Increase:

- Increase the annual Tobacco License fee from \$250 per license to \$750 per license. Currently, the City has twenty (20) registered tobacco licenses. This fee increase would result in an annual revenue increase of \$10,000.
- Effective date for the increase December 31, 2022.
- Year-to date revenue for this tax/fee is \$0 – fee renewal is on a calendar year basis

Video Gaming Machine License Fee Increase:

- Implement a \$250 annual fee per video gaming machine, as allowed by Illinois state statute. This would be a new source of revenue. Currently, the city does not charge establishments who have video gaming machines on their business premises a per video gaming machine fee. As of January 2022, there are one hundred and seven (107) video gaming machines that are operational within

twenty (20) establishments in the City. This new fee would result in \$26,750, annually.

- Effective date for the increase December 31, 2022.
- Year-to date revenue for this tax/fee is \$0 – fee renewal is on a calendar year basis.

City of Crest Hill
New Revenue Sources
Fiscal Year 2022~2023

Presented during the Fiscal Year 2022~2023 budget discussions held in April 2022.

Revenue Source	Current Amount	Proposed Amount	Increased Amount
Existing Revenue Sources			
Business License Fee			\$ -
Building Permit Fees	\$ 150,000	\$ 200,000	\$ 50,000
Liquor License Fee	\$ 55,200	\$ 55,200	\$ -
Tobacco License Fee	\$ 5,000	\$ 15,000	\$ 10,000
False Alarm Fee	\$ 7,700	\$ 15,400	\$ 7,700
Bus Bench Advertising	\$ 700	\$ 6,000	\$ 5,300
Solicitor Permit Fee	\$ 350	\$ 4,000	\$ 3,650
Alarm Registration Fee	\$ 7,360	\$ 35,600	\$ 28,240
Total	\$ 226,310	\$ 331,200	\$ 104,890
New Revenue Sources			
Places for Eating Tax - 2%		\$ 500,000	\$ 500,000
Comptroller Debt Recovery Program		\$ 10,000	\$ 10,000
Video Gaming Machine License	\$ 5,000	\$ 26,750	\$ 21,750
IPBC Reserve Funds		\$ 200,000	\$ 200,000
Ticket Amnesty		\$ 18,000	\$ 18,000
2% LGDF Increase		\$ -	\$ -
Cannabis Tax		\$ 250,000	\$ 250,000
Video Advertising Billboards		\$ 12,000	\$ 12,000
Overweight Truck Permit	\$ -	\$ 6,750	\$ 6,750
Total		\$ 1,023,500	\$ 1,018,500
Anticipated Revenue			
State Grant	\$ 1,000,000		
State Grant	\$ 1,000,000		
City Hall Sale	\$ 1,800,000		
	\$ 3,800,000		

approved
7-15-22

Item 10.



Agenda Memo

Crest Hill, IL

Meeting Date: July 5, 2022

Submitter: Zoe Rogers, Administrative Clerk
Tony Budzikowski, AICP, Community & Economic Development Director

Department: Community & Economic Development

Agenda Item: Approve an Ordinance Amending Chapter 15.08, Including Sections 15.08.020, 15.08.030, 15.08.040, 15.08.050, 15.08.055, 15.08.070, and 15.08.100 of the Code of Ordinances of the City of Crest Hill, Illinois

Summary: As part of the annual budget process, staff was asked to analyze and assess the building permit fees associated with our department and recommend changes to the fee schedule where appropriate.

Based upon the discussion at the Workshop Session on Monday, June 27th, several revisions have been incorporated into the accompanying Ordinance. The first change includes the fee for a same-for-same window replacement from No Fee to \$25. The second change incorporates a Full Force and Effect clause where the approved fees would go into effect on September 1, 2022.

Recommended Council Action: Approve an Ordinance Amending Chapter 15.08, Including Sections 15.08.020, 15.08.030, 15.08.040, 15.08.050, 15.08.055, 15.08.070, and 15.08.100 of the Code of Ordinances of the City of Crest Hill, Illinois concerning building permit fees.

Financial Impact:

Funding Source:

Budgeted Amount: The City has budgeted \$200,000 for building permit revenue.

Attachments: Ordinance

approved
7-5-22

Item 10.

ORDINANCE NO. 1915

AN ORDINANCE AMENDING CHAPTER 15.08, INCLUDING SECTIONS 15.08.020, 15.08.030, 15.08.040, 15.08.050, 15.08.055, 15.08.070, AND 15.08.100 OF THE CODE OF ORDINANCES OF THE CITY OF CREST HILL, ILLINOIS

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to its express authority granted by the Illinois Municipal Code, the City of Crest Hill has from time to time deemed it necessary to amend its Code of Ordinances; and

WHEREAS, The City of Crest Hill has previously exercised said authority by adopting Chapter 15.08 Building Permit Fees, and amending it from time to time; and

WHEREAS, The City Council has determined that it is necessary to amend the City of Crest Hill Code Chapter 15.08 Building Permit Fees, specifically Sections 15.08.020, 15.08.030, 15.08.040, 15.08.050, 15.08.055, 15.08.070, and 15.08.100;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Illinois, as follows:

SECTION 1: PREAMBLE. The preamble of this Ordinance is declared to be true and correct and is incorporated by reference as if fully set forth in this Section 1.

SECTION 2: APPROVAL. The Sections 15.08.020, 15.08.030, 15.08.040, 15.08.055, 15.08.070, and 15.08.100 shall be repealed and replaced in their entirety as follows, with all other Sections remaining unchanged.

CHAPTER 15.08: BUILDING PERMIT FEES

Section

- 15.08.010 Generally
- 15.08.020 Building permit fees for commercial/industrial construction
- 15.08.030 Building permit fees for residential construction
- 15.08.040 Miscellaneous fees
- 15.08.050 Reserved
- 15.08.055 Inspection fees
- 15.08.060 Bond; required
- 15.08.070 Time period; retrieval of permit
- 15.08.080 Developer and subdivider fee deposit
- 15.08.090 Penalty fee
- 15.08.100 Fees for extensions of building permits

15.08.010 GENERALLY.

The following fees as set forth in this chapter shall be the fees charged by and utilized by the Building Commissioner in determining the proper fee for the issuance of a building permit.

15.08.020 BUILDING PERMIT FEES FOR COMMERCIAL/INDUSTRIAL CONSTRUCTION.

Fees for all commercial and/or industrial construction shall be calculated as follows:

- (A) The base building permit fee for additions, build outs, and new construction shall be based on the total square footage of the structure which shall be calculated by multiplying the exterior dimensions of each floor, including any below grade areas and adding together the square footage totals for each floor and below grade area. The base fee shall be \$1.00 per square foot.
- (B) To the base fee there shall be added a plan review fee in the amount of \$250.
- (C) For all new construction, there shall be added to the base fee a construction water usage fee of \$100.
- (D) The building permit fee for all other commercial/industrial construction not designated in Section A above shall be determined by the value of the improvement(s) to be made:

Value of Improvement	Fee
Less than \$1,000	\$95
\$1,000 to \$99,999.99	\$200 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000
\$100,000 to \$999,999.99	\$2,180 plus an additional \$10 per each additional \$1,000 or fraction thereof over \$100,000 to \$999,999.99
\$1,000,000 and over	\$11,180 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000,000

15.08.030 BUILDING PERMIT FEES FOR RESIDENTIAL CONSTRUCTION.

The building permit fees for new residential construction are as follows:

- (A) *Single family or duplex (two-family) residential construction.* The base building permit fee for single-family or duplex (two-family) residential structures, including attached garages, shall be based on the total square footage of the structure which shall be calculated by multiplying the exterior dimensions of each floor, including any below grade areas and adding together the square

footage totals for each floor and below grade area. The base fee shall be \$.75 per square foot.

(B) *Multiple family residential construction.* The base building permit fee for multiple (three or more attached residences) family residential structures is \$1.25 per square foot. The square footage shall be calculated in the same manner as Section (A) above.

(C) To the base fee, there shall be added the following fees:

(1) Plan review fee, \$100;

(2) Construction water usage, \$100.

(3) For construction which includes a detached garage, \$75 per garage unit.

15.08.040 MISCELLANEOUS FEES.

The building permit fee for all miscellaneous residential construction shall include but is not limited to the following:

Type of construction	Fee
Basement/Crawlspace	\$75
Canopy/awning	\$75
Carports	\$75
Chimney rebuild	\$75
Decks and porches	\$75
Demolition	\$75
Detached garage	\$75
Drain tile/sump installation	\$75
Driveway	\$75
Electrical	\$75
Fences	\$75
Fireplaces	\$75
Fire restoration permit	\$350
Foundation repair	\$75

Garage floor	\$75
HVAC installations	\$75
Patios/Slabs/Stoops/Walkways	\$75
Radon mitigation system	\$75
Remodeling	\$250
Re-roofing	
no structural change	\$55
structural change	\$95
Retaining walls	\$75
Room additions – square footage as determined in Section 15.08.030 (A)	\$.75 per square foot
Sheds	
8' x 8' and larger	\$75
Any style siding	\$75
Signs	\$75
Solar panel installation	\$75
Stair lift	\$75
Swimming pools	
Above ground	\$75
In-ground	\$200
Soffits and/or fascia and/or gutters	\$75
Windows and exterior doors	
Replacement with same size	\$25
Replacement with different sizes	\$75

15.08.050 RESERVED

15.08.055 INSPECTION FEES.

(A) The building permit fees as set forth the grant the permittee a single inspection, of all types of inspections required by the type of permit issued, of all the work to be performed pursuant to the permit.

(B) If in any event a second or additional further inspections are required of work performed pursuant to an issued building permit for any reason, a \$100 reinspection fee shall be paid by the permittee for each reinspection required to be made. The reinspection fee shall be paid prior to the reinspection occurring, and any permittee or city official obtaining or causing to be made a reinspection prior to the reinspection fee being paid

shall be guilty of violating this section and shall be fined not less than \$150 but not more than \$750 for each violation.

15.08.060 BOND; REQUIRED.

All persons and/or entities contracted to perform any work on city property shall post an acceptable surety or performance bond in the sum of \$25,000, or such other amount as determined and required by the City Engineer, prior to the commencement of the work. Further, said persons and/or entities shall provide to the city a bond or other insurance to indemnify, save and hold the city harmless for any and all liabilities, of any type and nature, resulting from any act of the persons and/or entity performed on city property.

15.08.070 TIME PERIOD; RETRIEVAL OF PERMIT.

When the Building Commissioner has issued a permit under this chapter, the applicant or authorized representative shall have 30 calendar days from the date of issuance to pay for the permit. If payment for the permit is not made prior to the expiration of 30 days calendar days from the date of issuance, the permit will become null and void and the applicant will be required to submit a new application and the permit process will begin again.

15.08.080 DEVELOPER AND SUBDIVIDER FEE DEPOSIT.

(A) Before a subdivider or developer may appear before the Plan Commission to present his or her proposed subdivision or planned unit development (P.U.D.), that person or corporate entity shall pay to the City Clerk a fee deposit of \$5,000. Said deposit shall be held in escrow by the Treasurer to secure payment by the developer of all code authorized inspection fees (whether the inspection is performed by the Building Commissioner, Plumbing Inspector, Electrical Inspector, or the City Engineer or his designate), as well as the professional services charge of the City Engineer or, where applicable, the City Attorney, for any work done in connection with the supervision and inspection of any aspect of the subdivider's or developer's construction progress. The Treasurer shall deposit the funds in an interest bearing savings account in the city's name. Where the developer or subdivider can not show the Plan Commission proof of payment of the deposit, the Plan Commission shall table the hearing on the developer's project until such time as the deposit is paid.

(B) Said deposit shall not discharge the developer or subdivider of the requirement to pay all building permit, inspection, professional and miscellaneous fees required under this code as they fall due, and payment of part of those fees during the construction process shall not obligate the city to refund any part of the deposit. When the project is completed and

all inspections have been successfully passed and paid for and all professional fees reimbursed, the Treasurer shall refund to the developer the deposit, including any accrued interest thereon. Provided, however, that if the subdivider or developer fails or refuses, upon timely notice served upon him by regular mail by the City Treasurer, to remit the fees required under the city's codes (including subdivision regulations and the Zoning Ordinance), the Treasurer shall, upon expiration of 45 days from the date of mailing, notify the Building Inspector. The Inspector shall suspend any building permits of the developer, his contractors or subcontractors, and stop work on the project until such time as the delinquent fees are paid along with any interest or late charges. If the Building Inspector or his designee reports to the City Treasurer that the developer has abandoned the project, the Treasurer may pay all such delinquent fees out of the \$5,000 deposit. Whenever part or all of a deposit is applied to an existing subdivider's or developer's unpaid balance, the Treasurer shall forthwith notify the subdivider or developer of the action taken, by certified mail, sent to his last known address.

- (C) A subdivider or developer may, in case of hardship, petition the City Council for full or partial relief from the deposit requirement, which the Council may grant on good cause shown.

15.08.090 PENALTY FEE.

A penalty of three times the permit fee shall be added to each permit issued after unpermitted construction has commenced. No penalty fee shall be added for emergency construction as authorized by the Building Commissioner.

15.08.100 FEES FOR EXTENSIONS OF BUILDING PERMITS.

At any time prior to the expiration of the one year time period applicable to a building permit, a permit holder may make an application the city building department for an extension of the permit. However, in no case shall a building permit be extended for more than one year past its original expiration date. Where an extension is granted, the Building Commissioner or their designee shall require that all construction be completed no later than expiration of the extended time period. The Building Commissioner shall have authority to grant a grace period beyond the expiration of the time period where a developer or contractor, in the sole opinion of the Building Commissioner, has exercised good faith in attempt to complete construction within the one-year time period.

- (A) Where the permit holder applies for an extension before expiration of the original time period, an additional pro-rated fee shall be charged in the amount of 1/12 of the building permit fee for each month that the permit is

extended. The proration shall be assessed in accordance with the fee structure that is current as of the date the extension is granted, and not the date when the original building permit was issued. If the permit holder does not complete construction with the extended time period, a new permit must be secured by making a new application and submitting to the standard permitting process as established by this Code.

- (B) Where the original building permit has already expired, the same requirements concerning monthly proration of the current permit fee as is found in Section (A) shall apply if the extension is requested within the first six months after expiration of the original permit. If the extension is not requested within six months of the original expiration date, the extension fee shall be 100% of the then current building permit fee for the construction involved. In no event shall an extension of the original building permit last longer than one year from the original expiration date. If the permit holder cannot complete construction within the two years from issuance of the original permit, a new permit must be secured by making a new application and submitting to the standard permitting process as established by this Code.
- (C) Where a builder or developer has obtained a building permit to erect a model home, in addition to the requirements of divisions (A) and (B) above, on each anniversary date of the original time period and on each anniversary date thereafter, the Building Department shall assess an additional fee of \$100 for the following year. Said fee shall be assessed each year until a certificate of occupancy is issued.

SECTION 3: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 4: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 5: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 6: That this Ordinance shall be effective beginning September 1, 2022 but shall be published in pamphlet form immediately following its passage and approval as provided by law.

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PASSED THIS _____ DAY OF _____, 2022.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2022.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

Current & Proposed Permit Fees

Item 17.

Item 10.

Type of Construction	Current Fee	Proposed Fee
Canopy/Awning	\$50	\$75
Carports	\$50	\$75
Decks		
<144 sq. ft.	\$35	\$75
>144 sq. ft.	\$50	
Demolition Permit	\$50	\$75
Detached garage	\$100	\$75
Driveway	\$30	\$75
Electrical		
Conversion or remodel	\$50	\$75
Service upgrade	\$100	
Fences	\$30	\$75
Fireplaces (not included in original construction)	\$30	\$75
Fire restoration permit (includes all fees)	\$250	\$350
HVAC Installations	\$50	\$75
Landscaping - commercial only	\$25	
Concrete slab patios	\$25	\$75
Plumbing		
remodel only	\$50	\$75
replace sewer line from main to house (or any portion thereof)	\$75	
Remodeling - rehabilitation only	\$150	\$250
Re-roofing - commercial only	\$50	\$55/\$95
Retaining walls, other than landscaping	\$25	\$75
Room additions	\$50/sq. ft. plus fees electric and plumbing permit as established by ordinance	
Sheds		
8' x 8' and 8' x 10'	\$25	\$75
10' x 10'	\$30	
10' x 12'	\$35	
10' x 14'	\$40	
10' x 16'	\$45	
10' x 18' or greater than 180 sq. ft.	\$50	
Brick or any style siding	\$35	\$75
Swimming pools		
Above ground (electrical permit and inspection required)	\$50	\$75
In-ground (electrical and plumbing permits and inspections required)	\$175	\$200
Soffits and/or fascia	\$35	\$75
Windows		
Replacement windows with no size changes	no fee	\$75
Replacement windows with size change:		
1-4 windows	\$20	\$75
5-8 windows	\$30	
9 or more	\$40	

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Municipal Permit Fee Comparison

	Current Bill - Current	Current Bill - Proposed	Plainfield	Minicook	Lockport	Bolingbrook	Joliet	Removille
Commercial/Industrial New Construction	See Commercial Improvement Chart	\$1 per square foot	up to 1000 sq. ft. - \$0.04 per cubic foot 100,001 - 200,000 cu. ft. - \$0.07/cu. ft. 200,001 - 500,000 cu. ft. - \$0.10/cu. ft. 500,001 cu. ft. - \$0.06/cu. ft.	\$7.00 per square foot; Minimum \$100 plus plumbing inspection fee of \$100+ plus \$100 for fire sprinkler system inspection	See Commercial Improvement Chart	Greater of \$175 or \$100 plus .0046x the cost of construction	\$65 plus \$10 for every \$1,000 over \$7,000	Greater of \$5,000 or the ICC Formula plus \$500 each for plumbing, HVAC and electrical
Commercial/Industrial Plus Review	\$250	\$250	\$200	\$500 or fee incurred if completed by a third party consultant \$350		\$100		Greater of \$1,200 or \$.16 per square foot
Commercial/Industrial Water Usage Fee	\$100	\$100						\$335-\$3,775
\$51,000	\$45	5%		Commercial Improvements:				
\$1,000 to \$99,999.99	\$200 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000	\$200 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000		Valuation to \$2,500 - \$35	\$30-\$69			
\$100,000 to \$999,999.99	\$2,180 plus an additional \$10 per each additional \$1,000 or fraction thereof over \$100,000 to \$999,999.99	\$2,180 plus an additional \$10 per each additional \$1,000 or fraction thereof over \$100,000 to \$999,999.99	50% of new construction fee for alterations, conversions, remodeling and structural repairs. Minimum \$200	\$2,501-\$5,000 - \$50 \$5,001-\$7,000 - \$75 \$7,001 and up - \$125 + \$1 per \$100 over \$10,000	\$80-\$1,275			Greater of \$5,000 or the ICC Formula plus \$500 each for plumbing, HVAC and electrical
\$1,000,000 and over	\$11,180 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000,000	\$11,180 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000,000			\$1,400-\$1,775			
					\$7,775 plus \$6.50/\$1,000 over \$1M			
Residential New Single Family or Duplex	\$75 per square foot	\$75 per square foot	Greater of \$150 or \$0.33 per cubic foot Plus \$50 each for Electrical & Plumbing inspection	\$7.00 per square foot Plus \$150 engineering	See Commercial Improvement Chart	Greater of \$175 or \$100 plus .0046x the cost of construction	\$65 plus \$10 for every \$1,000 over \$7,000	Greater of \$1,250 or the ICC Formula plus \$25/inspection plus 15% of building fee for each of: plumbing, electrical and HVAC
Residential New Multi-Family	\$75 per square foot	\$1.25 per square foot						Greater of \$1,250 or the ICC Formula plus \$25/inspection plus 15% of building fee for each of: plumbing, electrical and HVAC
Residential Plan Review	\$100	\$100		\$100				\$50 per permit
Residential Water Usage	\$100	\$100						\$300
Basement/Crawlspace Cleanup/Finishing	\$50	\$75	\$100					
Chimney rebuild	\$50	\$75			\$65			
Decks and porches	\$35-\$50	\$75			\$75			
Demolition permit	\$50	\$75	\$25/ sq ft. Minimum \$75	Single family: \$100 Multi-family: \$200 (up to 50,000 sq. ft.)	\$75-\$100	\$100 plus \$45 for each additional 10' in height	\$65 plus \$10 for every \$1,000 over \$7,000	
Detached garage	\$100	\$75	Greater of \$75 or \$1.00 per cubic foot	\$50	\$75		\$65 plus \$10 for every \$1,000 over \$7,000	
Drain city pump installation	\$75	\$75		\$50	\$90-\$95	\$10 plus \$5/circuit plus \$75/inspection	\$65 plus \$10 for every \$1,000 over \$7,000	
Driveway	\$30	\$50		\$50	\$65		\$65 plus \$10 for every \$1,000 over \$7,000	
Electrical	\$50-\$100	\$75	\$100		\$80			
Fences	\$30	\$75						
Firephase (not included in original construction)	\$30	\$75	Minimum \$100 plus \$50 each Electrical & Plumbing inspection					
Fire restoration permit (includes all fees)	\$200	\$350						
Foundation repair	\$50	\$75						
Garage floor	\$10	\$75						
HVAC Installations	\$50	\$75						
Patios/Slabs/Stoops/Walkways	\$25	\$75						
Plumbing/Cleanouts/Sewer line/Water line	\$75	\$75	\$50	\$40 plus \$10 for each fixture over 3 Plus \$35 per inspection	\$50	\$50	\$50+	\$25*number of inspections
Re-roofing	\$50	\$50	\$50					
Replaces roof (line from main to house for any portion thereof)	\$75	\$75	\$50					
Radon mitigation system	\$0	\$75						
Re-siding	\$50	\$50						
no structural change	\$0	\$55						
structural change	\$50	\$95						
Replaces roof (line from main to house for any portion thereof)	\$75	\$75						
Room additions - square footage as determined in Section 15.08.035 (A)	\$75	\$75						\$100 (\$500 for re-inspections)
Sheds (8'x6' and larger)	\$25-\$50	\$75	\$50					
Siding	\$35	\$75	\$50					
Sigars	N/A	\$75	Greater of \$25 or \$1 per square foot plus \$50 each electrical or plumbing inspection				\$150	
Solar installation	\$100	\$100	\$100					
Stair lift	\$100	\$100						
					\$275			
Above ground	\$50	\$75	Swimming pools		\$25			
In-ground	\$175	\$250	\$50					
Soffits and/or fascia and/or gutters	\$35	\$75	\$100					
Replacement windows with no fire charges	\$0	\$85	\$150				\$65 plus \$10 for every \$1,000 over \$7,000 plus electrical permit fee	
Replacement windows with fire charges	\$40	\$75						
Redesignation Fee	\$100	\$100	\$50	\$50	\$65			



The City of Crest Hill bills for water, sewer, garbage, recycling and yard waste every two months. Below is the billing schedule.

The bill you receive in January is for water that was used in November and December.

This bill will be due in February.

The bill you receive in March is for water that was used in January and February.

This bill will be due in April.

The bill you receive in May is for water that was used in March and April.

This bill will be due in June.

The bill you receive in July is for water that was used in May and June.

This bill will be due in August.

The bill you receive in September is for water that was used in July and August.

This bill will be due in October.

The bill you receive in November is for water that was used in September and October.

This bill will be due in December.