VILLAGE OF WINNEBAGO

FINANCE COMMITTEE MEETING AGENDA

Tuesday, May 28, 2024 at 5:15 PM

108 West Main Street and Virtually

To access meeting from any device: https://global.gotomeeting.com/join/582766925

Or by (Toll Free): 1 877 309 2073 | Access Code: 582-766-925

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**
3. **DISCLOSURE OF ANY CONFLICT OF INTEREST**
4. **APPROVAL OF MINUTES**
   a. Minutes from April 17, 2024
5. **MONTHLY REPORTS**
   a. Generally includes: Budget Update, Bank Reconciliations, Credit Card Review, and Grant Updates.
6. **DISCUSSION**
   a. LOCiS Software Discussion
7. **NEW BUSINESS**
8. **EXECUTIVE SESSION**
9. **NEXT MEETING DATE**
10. **ITEMS FOR BOARD AGENDA**
11. **ADJOURNMENT**

Posted: May 24, 2024 at 2:15 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491
/s/ Kellie Symonds, Deputy Clerk

VILLAGE OF WINNEBAGO

FINANCE COMMITTEE MEETING MINUTES

Wednesday, April 17, 2024 at 5:00 PM

108 West Main Street and Virtually

To access meeting from any device: https://global.gotomeeting.com/join/582766925

Or by (Toll Free): 1 877 309 2073 **|** Access Code: 582-766-925

1. CALL TO ORDER

The Meeting was called to order at 5:01 PM.

PRESENT

Chairman Jeremy Graham

Julie O'Rourke

ABSENT

Riley Pitney

GUESTS

Joey Dienberg, Village Administrator

Dana Novinson, Treasurer

Rachel Windgassen, Administrative Assistant

2. PUBLIC COMMENT

None

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

None

4. APPROVAL OF MINUTES

a. Minutes from March 20, 2024

Motion made by O’Rourke, Seconded by Chairman Graham.

Voting Yea: Chairman Graham, O’Rourke

5. DISCUSSION

a. Budget 2024

Trustee O'Rourke questioned how Public Works employees were being paid from an overdrawn line item. Treasurer Novinson responded with various ways this problem can be rectified. Trustee O'Rourke questioned when line-item transfers are required, to which Village Administrator Dienberg and Treasurer Novinson answered her questions. Trustee O'Rourke noted that she is asking additional questions only to verify that reports are accurate due to the many transitions that are taking place within the Village Hall.

Discussion ensued regarding grant tracking and what is statutorily required to be tracked once the grant funds were received and allocated. Treasurer Novinson stated that there is an upcoming ARPA reporting webinar that she and Assistant Windgassen will be attending in the near future to make sure things are accurately reported.

Chairman Graham questioned if the responsibilities that Assistant Windgassen took on have started to be transferred to Treasurer Novinson yet, or if there is a list of things to be taught during training. Assistant Windgassen stated that there is a list of tasks that will be transferred starting next week. Chairman Graham also questioned what the transition will look like from the Temporary Treasurer to new Treasurer Novinson. Village Administrator Dienberg stated that he will speak with Temporary Treasurer Olson to verify the schedule but that he was aware that Mark Olson had previously stated that he is planning to stay through the audit at minimum.

Chairman Graham questioned why the ComEd Utility Tax revenue was significantly lower this past month. He noted that if April's revenue was also significantly lower than normal, some investigation may be warranted. Villlage Administrator Dienberg voiced that he believed the lower revenue could be due to the unusually warm weather.

Chairman Graham noted that the tax rebate for Sullivan's is nearing completion and once completed, he would like those funds that would be going to Sullivan's, to be put into Strategic Reserves every month for future capital projects.

b. Aging/Write-Off Review-IDROP & Water Bill Delinquency

The current delinquent totals were reviewed by the Committee. Chairman Graham noted that the delinquent property discussed in the last meeting now has a lien and has been submitted to IDROP.

c. Software Upgrades

i. Credit Card Fees

Village Administrator Dienberg stated that in a few weeks, there will be a demo for a new software option. Trustee O'Rourke mentioned that a valuable resource for going over potential software options may be Mark Olson.

Chairman Graham noted that while there has been a lot of transitions going on in Village Hall recently, he does not want the credit card fees to fall off the radar. Trustee

O'Rourke requested that the Credit Card Fees stays on the Agenda until it has been resolved so that it does not get forgotten about.

d. Bank Reconciliation Review

Chairman Graham reviewed the status of bank reconciliation with Treasurer Novinson and Assistant Windgassen. Treasurer Novinson stated that bank reconciling will be caught up by the end of June due to the annual Treasurer's report needing to be completed by that time. Assistant Windgassen confirmed that notes have been taken in recent months to prepare for a smoother reconciling process.

e. Credit Card Review - March

The Committee reviewed the March purchases, with no anomalies noted.

f. Grant Updates

There were no updates on grants.

g. Errant Water

None. Chairman Graham questioned whether this item needs to continue being on the Agenda since the meters are being swapped out and are able to be closely monitored by the residents. Trustee O'Rourke recommended keeping the item due to a large portion of the Village population not being tech savvy.

6. NEW BUSINESS

None

7. EXECUTIVE SESSION

The Committee did not go into Executive Session.

8. NEXT MEETING DATE

Tuesday, May 28, 2024 at 5:15PM

9. ITEMS FOR BOARD AGENDA

None

10. ADJOURNMENT

Motion made by O'Rourke, Seconded by Chairman Graham.

Voting Yea: Chairman Graham, O'Rourke

Meeting adjourned at 5:32PM

UNAPPROVED

____

Jeremy Graham, Committee Chairman

Prepared from recording by: Rachel Windgassen

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

01 -GENERAL FUND

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	2,297,465.00	3,587.19	555,258.75	24.17	1,742,206.25
TOTAL REVENUES	2,297,465.00	3,587.19	555,258.75	24.17	1,742,206.25
EXPENDITURE SUMMARY					
GENERAL ADMINISTRATIVE	467,569.00	20,656.94	119,495.62	25.56	348,073.38
STREET DEPARTMENT	743,209.00	21,476.18	157,026.96	21.13	586,182.04
POLICE	1,086,687.00	55,604.79	312,689.56	28.77	773,997.44
TOTAL EXPENDITURES	2,297,465.00	97,737.91	589,212.14	25.65	1,708,252.86
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(94,150.72)	(33,953.39)		33,953.39

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

01 -GENERAL FUND

41.67% OF FISCAL YEAR

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-300	CORPORATE TAX W/C	230,920.00	0.00	0.00	0.00	230,920.00
01-303	AUDIT TAX W/C	270.00	0.00	0.00	0.00	270.00
01-304	POLICE TAX W/C	275,430.00	0.00	0.00	0.00	275,430.00
01-305	IMRF W/C TAX	270.00	0.00	0.00	0.00	270.00
01-306	REVENUE RECAPTURE	2,500.00	0.00	0.00	0.00	2,500.00
01-308	TORT JUDGEMENT-LIAB INS W/C	270.00	0.00	0.00	0.00	270.00
01-309	ROAD BRIDGE TRANSFER IN W/C	12,100.00	0.00	0.00	0.00	12,100.00
01-315	COM ED UTILITY TAX	110,000.00	0.00	31,422.05	28.57	78,577.95
01-328	HEAVY LOAD PERMITS	500.00	0.00	220.00	44.00	280.00
01-341	INCOME TAX/LGDF	493,920.00	0.00	165,630.07	33.53	328,289.93
01-342	PPRT - REPLACEMENT TAX	50,000.00	0.00	13,795.78	27.59	36,204.22
01-343	IGA WHS RESOURCE OFFICER	98,813.00	0.00	47,500.00	48.07	51,313.00
01-344	POLICE GRANTS	30,000.00	0.00	0.00	0.00	30,000.00
01-345	SALES & RELATED TAX /MT	580,000.00	0.00	192,184.33	33.14	387,815.67
01-346	CANNABIS	4,822.00	0.00	1,639.17	33.99	3,182.83
01-347	POLICE TRAINING/CONF REIMBURS	0.00	0.00	0.00	0.00	0.00
01-348	POLICE SALARY REIMBRSMNT ILEAS	0.00	0.00	0.00	0.00	0.00
01-349	LOCAL USE TAX	125,244.00	0.00	40,040.39	31.97	85,203.61
01-350	POLICE ADMIN. TOWING FINES	10,000.00	1,000.00	3,000.00	30.00	7,000.00
01-351	POLICE FINES	14,000.00	1,432.00	3,353.76	23.96	10,646.24
01-353	DUI FINES/SPEC VEHICLE	1,200.00	737.69	1,693.53	141.13	(493.53)
01-370	OTHER REVENUE	1,500.00	0.00	0.00	0.00	1,500.00
01-371	GRANTS	0.00	0.00	0.00	0.00	0.00
01-375	ROCK 39 ADMIN	6,756.00	0.00	3,265.63	48.34	3,490.37
01-381	INTEREST	84,000.00	0.00	31,243.68	37.19	52,756.32
01-382	VERIZON WATER TOWER RENT	4,950.00	412.50	2,062.50	41.67	2,887.50
01-385	VEHICLE/EQUIPMENT SALES	0.00	0.00	8,250.50	0.00	(8,250.50)
01-388	MISC INCOME	3,000.00	5.00	30.00	1.00	2,970.00
01-389	EXCISE TAX	29,000.00	0.00	9,927.36	34.23	19,072.64
01-399	TRANSFER IN	128,000.00	0.00	0.00	0.00	128,000.00
TOTAL REVENUES		2,297,465.00	3,587.19	555,258.75	24.17	1,742,206.25

01 -GENERAL FUND
GENERAL ADMINISTRATIVE 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-41-421 OFFICE SALARIES	24,353.00	3,641.90	18,008.78	73.95	6,344.22
01-41-426 DEPUTY CLERK	48,401.00	3,634.48	19,901.00	41.12	28,500.00
01-41-427 TREASURER	53,760.00	4,000.00	15,099.16	28.09	38,660.84
01-41-429 VILLAGE ADMINISTRATOR	36,632.00	2,312.32	7,515.03	20.51	29,116.97
01-41-431 ELECTED OFFICIALS	27,000.00	2,233.33	11,016.65	40.80	15,983.35
01-41-451 HEALTH INSURANCE	28,834.00	83.36	2,637.79	9.15	26,196.21
01-41-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-41-453 IDES/UNEMPLOYMENT INSURANCE	347.00	0.00	267.43	77.07	79.57
01-41-461 ADM SOCIAL SECURITY	11,789.00	980.97	4,320.48	36.65	7,468.52
01-41-463 ADM MEDICARE	2,757.00	229.43	1,010.50	36.65	1,746.50
01-41-465 IMRF BENEFITS	13,541.00	1,127.86	4,947.90	36.54	8,593.10
01-41-512 OFFICE & COMPUTER EQUIPMENT	16,180.00	541.32	4,214.58	26.05	11,965.42
01-41-521 WINGIS	625.00	0.00	0.00	0.00	625.00
01-41-530 PROFESSIONAL FEES/MISC	21,500.00	123.38	1,390.36	6.47	20,109.64
01-41-531 AUDIT	16,761.00	0.00	0.00	0.00	16,761.00
01-41-532 ENGINEERING	5,000.00	0.00	284.50	5.69	4,715.50
01-41-533 LEGAL	27,500.00	0.00	0.00	0.00	27,500.00
01-41-551 POSTAGE	1,400.00	0.00	205.63	14.69	1,194.37
01-41-552 TELEPHONE & INTERNET	3,050.00	0.00	1,040.25	34.11	2,009.75
01-41-554 PUBLISHING/ADVERTISMENTS	1,100.00	0.00	111.63	10.15	988.37
01-41-560 EMPLOYEE WELFARE	600.00	0.00	0.00	0.00	600.00
01-41-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,700.00	72.22	908.68	53.45	791.32
01-41-562 TRAVEL EXPENSES	1,950.00	0.00	0.00	0.00	1,950.00
01-41-563 TRAINING/TUITION	2,000.00	395.00	875.00	43.75	1,125.00
01-41-564 CONFERENCES	7,000.00	250.00	250.00	3.57	6,750.00
01-41-565 CIVIC WEBSITE	8,200.00	0.00	7,967.40	97.16	232.60
01-41-566 CODIFICATION OF ORDINANCES	25,000.00	0.00	0.00	0.00	25,000.00
01-41-593 EQUIP/SOFTWARE MAINT/LEASE	11,949.00	806.70	2,127.17	17.80	9,821.83
01-41-594 IML/RENEWAL CONTRIBUTION	6,500.00	0.00	0.00	0.00	6,500.00
01-41-595 IML RISK MNG CLAIMS HAIL 2020	0.00	0.00	0.00	0.00	0.00
01-41-653 BUILDING WATER USAGE	350.00	53.74	115.29	32.94	234.71
01-41-658 MISC. EXPENSES	350.00	97.12	209.44	59.84	140.56
01-41-659 OFFICE SUPPLIES	3,500.00	73.81	1,366.40	39.04	2,133.60
01-41-660 PRINTING	4,000.00	0.00	77.00	1.93	3,923.00
01-41-661 OFFICE MAINTENANCE	8,700.00	0.00	1,520.88	17.48	7,179.12
01-41-701 SULLIVAN'S PAYBACK AGREEMNT	20,840.00	0.00	12,106.69	58.09	8,733.31
01-41-702 PROPERTY TAX REFUNDS	950.00	0.00	0.00	0.00	950.00
01-41-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	0.00	0.00	0.00	0.00
01-41-832 CONTINGENCY	16,450.00	0.00	0.00	0.00	16,450.00
01-41-833 EQUIPMENT SINKING FUND	5,000.00	0.00	0.00	0.00	5,000.00
01-41-953 CURES ACT 2020	0.00	0.00	0.00	0.00	0.00
01-41-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL ADMINISTRATIVE	467,569.00	20,656.94	119,495.62	25.56	348,073.38

01 -GENERAL FUND
STREET DEPARTMENT 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-42-422 PUBLIC WORKS ASSISTANT	0.00	2,508.07	13,949.00	0.00 (	13,949.00)
01-42-423 PART-TIME WAGES	4,200.00	383.70	405.02	9.64	3,794.98
01-42-424 SUPERVISOR STREETS/FLEETS	66,150.00	4,967.30	27,949.01	42.25	38,200.99
01-42-428 PUBLIC WORKS WAGES	93,100.00	1,971.16	10,725.99	11.52	82,374.01
01-42-451 HEALTH INSURANCE	29,450.00	116.51	4,732.99	16.07	24,717.01
01-42-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-42-453 IDES/UNEMPLOYMENT INSURANCE	231.00	0.00	226.74	98.16	4.26
01-42-461 ADM SOCIAL SECURITY	10,020.00	609.50	3,241.38	32.35	6,778.62
01-42-463 ADM MEDICARE	2,344.00	142.56	758.13	32.34	1,585.87
01-42-465 IMRF BENEFITS	13,214.00	784.07	4,227.19	31.99	8,986.81
01-42-511 MAINT. SERVICE-BUILDING	17,500.00	0.00	221.21	1.26	17,278.79
01-42-512 OFFICE & COMPUTER EQUIPMENT	1,500.00	0.00	255.87	17.06	1,244.13
01-42-513 MAINT. SERVICE-VEHICLES	12,000.00	0.00	8,371.87	69.77	3,628.13
01-42-514 MAINT. SERVICE-STREET	112,000.00	0.00	24,946.97	22.27	87,053.03
01-42-515 MAINT. SERVICE-SIDEWALKS	50,000.00	0.00	0.00	0.00	50,000.00
01-42-518 MAINT. SERVICE -EQUIPMENT	14,000.00	0.00	213.24	1.52	13,786.76
01-42-520 STREET PROJECT	100,000.00	0.00	0.00	0.00	100,000.00
01-42-521 WINGIS	750.00	0.00	0.00	0.00	750.00
01-42-530 PROFESSIONAL FEES/MISC	750.00	0.00	566.16	75.49	183.84
01-42-532 ENGINEERING	24,000.00	0.00	0.00	0.00	24,000.00
01-42-535 TREE REMOVAL/TRIMMING	8,000.00	0.00	0.00	0.00	8,000.00
01-42-552 TELEPHONE & INTERNET	5,000.00	0.00	1,285.31	25.71	3,714.69
01-42-576 COM ED / STREET LIGHTS	40,000.00 (	156.69)	13,432.28	33.58	26,567.72
01-42-594 IML/RENEWAL CONTRIBUTION	12,000.00	0.00	0.00	0.00	12,000.00
01-42-651 OPERATING SUPPLIES/MISC. EXPEN	8,000.00	0.00	4,468.18	55.85	3,531.82
01-42-655 FUEL/GREASE/OIL	20,000.00	0.00	4,900.92	24.50	15,099.08
01-42-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	10,150.00 (	64,850.50)	0.00	64,850.50
01-42-832 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-833 STREET SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-959 TRANSFER OUT	97,000.00	0.00	97,000.00	100.00	0.00
TOTAL STREET DEPARTMENT	743,209.00	21,476.18	157,026.96	21.13	586,182.04

01 -GENERAL FUND
POLICE 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-43-421 OFFICE SALARIES	7,500.00	0.00	0.00	0.00	7,500.00
01-43-422 POLICE CHIEF	105,000.00	7,884.60	43,173.00	41.12	61,827.00
01-43-423 PART-TIME OFFICERS	5,000.00	4,212.00	13,122.00	262.44	(8,122.00)
01-43-424 FULL-TIME OFFICERS	409,300.00	21,968.16	114,609.68	28.00	294,690.32
01-43-425 POLICE OVERTIME	18,000.00	41.11	1,968.41	10.94	16,031.59
01-43-427 SCHOOL RESOURCE OFFICER	75,676.00	5,873.51	32,312.13	42.70	43,363.87
01-43-451 HEALTH INSURANCE	113,000.00	634.21	28,458.71	25.18	84,541.29
01-43-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-43-453 IDES/UNEMPLOYMENT INSURANCE	966.00	0.00	717.75	74.30	248.25
01-43-461 ADM SOCIAL SECURITY	38,780.00	2,478.71	12,721.44	32.80	26,058.56
01-43-463 ADM MEDICARE	9,069.00	579.66	2,975.13	32.81	6,093.87
01-43-465 IMRF BENEFITS	51,085.00	2,968.68	15,914.40	31.15	35,170.60
01-43-470 QUARTERMASTER/UNIFORMS	6,500.00	99.49	2,110.24	32.47	4,389.76
01-43-471 VESTS	2,000.00	0.00	0.00	0.00	2,000.00
01-43-512 OFFICE & COMPUTER EQUIPMENT	13,500.00	0.00	266.95	1.98	13,233.05
01-43-513 IGA-RECORDS MANAGEMENT SFTWRE	5,247.00	0.00	0.00	0.00	5,247.00
01-43-514 A/V COMMUNICATIONS	22,152.00	0.00	5,058.00	22.83	17,094.00
01-43-516 POLICE GARAGE MAINTENANCE	2,000.00	0.00	0.00	0.00	2,000.00
01-43-520 SQUAD CAR MAINTENANCE (ALL)	11,000.00	0.00	1,367.06	12.43	9,632.94
01-43-521 WINGIS	310.00	0.00	0.00	0.00	310.00
01-43-523 SQD 120 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-525 SQD 117 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-530 PROFESSIONAL FEES/MISC.	11,135.00	141.60	341.60	3.07	10,793.40
01-43-531 911 DISPATCH SERVICES	19,286.00	0.00	9,523.68	49.38	9,762.32
01-43-533 LEGAL	12,000.00	0.00	0.00	0.00	12,000.00
01-43-534 LEXIPOL	4,851.00	0.00	0.00	0.00	4,851.00
01-43-540 NEW HIRE PHYSICAL/PSYCH EXAMS	2,500.00	0.00	1,070.00	42.80	1,430.00
01-43-551 POSTAGE	250.00	0.00	31.04	12.42	218.96
01-43-552 TELEPHONE & INTERNET	3,150.00	0.00	943.30	29.95	2,206.70
01-43-553 CELL PHONES	3,780.00	0.00	1,364.44	36.10	2,415.56
01-43-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	700.00	0.00	0.00	0.00	700.00
01-43-562 TRAVEL EXPENSES	1,000.00	0.00	0.00	0.00	1,000.00
01-43-563 TRAINING/TUITION	10,000.00	0.00	1,565.00	15.65	8,435.00
01-43-594 IML/RENEWAL CONTRIBUTION	31,000.00	0.00	0.00	0.00	31,000.00
01-43-653 POLICE GARAGE WATER USAGE	150.00	23.06	61.93	41.29	88.07
01-43-655 FUEL/GREASE/OIL	18,000.00	0.00	5,237.73	29.10	12,762.27
01-43-658 MISC. EXPENSES	4,000.00	0.00	492.70	12.32	3,507.30
01-43-660 PRINTING	500.00	0.00	333.24	66.65	166.76
01-43-830 SMALL EQUIP. PURCH OR RENTAL	20,300.00	0.00	8,250.00	40.64	12,050.00
01-43-831 LARGE EQUIP. PURCH-FIXED ASSET	21,000.00	8,700.00	8,700.00	41.43	12,300.00
01-43-832 EQUIPMENT SINKING FUND	25,000.00	0.00	0.00	0.00	25,000.00
01-43-953 GRANTS	0.00	0.00	0.00	0.00	0.00
01-43-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE	1,086,687.00	55,604.79	312,689.56	28.77	773,997.44
TOTAL EXPENDITURES	2,297,465.00	97,737.91	589,212.14	25.65	1,708,252.86

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

01 -GENERAL FUND

POLICE 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(94,150.72)	(33,953.39)		33,953.39

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

15 -MFT FUND

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	448,500.00	0.00	49,894.57	11.12	398,605.43
TOTAL REVENUES	448,500.00	0.00	49,894.57	11.12	398,605.43
EXPENDITURE SUMMARY					
MFT	448,500.00	0.00	10,660.21	2.38	437,839.79
TOTAL EXPENDITURES	448,500.00	0.00	10,660.21	2.38	437,839.79
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	39,234.36		(39,234.36)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

15 -MFT FUND

41.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
15-343 MOTOR FUEL TAX	68,385.00	0.00	21,094.14	30.85	47,290.86
15-346 TRANSPORTATION RENEWAL FUND	55,860.00	0.00	20,244.19	36.24	35,615.81
15-350 REBUILD IL BOND FUND GRANT	0.00	0.00	0.00	0.00	0.00
15-381 INTEREST	13,200.00	0.00	8,556.24	64.82	4,643.76
15-399 TRANSFER IN	311,055.00	0.00	0.00	0.00	311,055.00
TOTAL REVENUES	448,500.00	0.00	49,894.57	11.12	398,605.43

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

15 -MFT FUND

MFT 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
15-46-501 MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
15-46-502 ENGINEERING - MFT	48,000.00	0.00	10,660.21	22.21	37,339.79
15-46-576 COM ED **	0.00	0.00	0.00	0.00	0.00
15-46-850 MFT ROAD PROJECT	400,500.00	0.00	0.00	0.00	400,500.00
TOTAL MFT	448,500.00	0.00	10,660.21	2.38	437,839.79
TOTAL EXPENDITURES	448,500.00	0.00	10,660.21	2.38	437,839.79
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	39,234.36		(39,234.36)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

17 -COMMUNITY DEV FUND

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	374,030.00	15,578.27	94,787.28	25.34	279,242.72
TOTAL REVENUES	374,030.00	15,578.27	94,787.28	25.34	279,242.72
EXPENDITURE SUMMARY					
COMMUNITY DEVELOPMENT	374,030.00	4,785.47	153,879.89	41.14	220,150.11
TOTAL EXPENDITURES	374,030.00	4,785.47	153,879.89	41.14	220,150.11
REVENUES OVER/(UNDER) EXPENDITURES	0.00	10,792.80	(59,092.61)		59,092.61

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

17 -COMMUNITY DEV FUND

41.67% OF FISCAL YEAR

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
17-307	DEVELOPMENT ESCROW	20,000.00	0.00	0.00	0.00	20,000.00
17-329	PERMITS/INSPECTION FEES	15,500.00	7,613.25	15,502.25	100.01	(2.25)
17-330	CODE ENFORCEMENT FINES	1,500.00	0.00	0.00	0.00	1,500.00
17-371	GRANTS	0.00	0.00	0.00	0.00	0.00
17-381	INTEREST	6,900.00	0.00	6,020.28	87.25	879.72
17-382	VERIZON WATER TOWER RENT	9,900.00	825.00	4,125.00	41.67	5,775.00
17-385	LIGHTED DIAMOND FEES	0.00	0.00	0.00	0.00	0.00
17-386	UTV REGISTRATION FEES	5,000.00	0.00	2,000.00	40.00	3,000.00
17-387	FRANCHISE FEES	23,000.00	0.00	8,890.07	38.65	14,109.93
17-388	MISC INCOME	500.00	225.00	1,625.00	325.00	(1,125.00)
17-389	EXCISE TAX	5,800.00	0.00	1,985.47	34.23	3,814.53
17-390	LIQUOR LICENSE FEES	20,250.00	0.00	21,500.00	106.17	(1,250.00)
17-391	GAMING LICENSE FEE	30.00	0.00	20.00	66.67	10.00
17-392	VIDEO GAMING	83,500.00	6,915.02	33,119.21	39.66	50,380.79
17-399	TRANSFER IN	182,150.00	0.00	0.00	0.00	182,150.00
TOTAL REVENUES		374,030.00	15,578.27	94,787.28	25.34	279,242.72

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

17 -COMMUNITY DEV FUND

COMMUNITY DEVELOPMENT 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
17-47-421 OFFICE SALARIES	5,614.00	283.85	2,185.86	38.94	3,428.14
17-47-422 CODE ENFORCEMENT OFFICER	12,000.00	0.00	4,800.00	40.00	7,200.00
17-47-423 BUILDING INSPECTOR	12,000.00	0.00	5,000.00	41.67	7,000.00
17-47-424 ELECTRICAL INSPECTOR	8,650.00	375.00	1,884.75	21.79	6,765.25
17-47-429 VILLAGE ADMINISTRATOR	36,632.00	2,305.38	7,492.49	20.45	29,139.51
17-47-450 CODE ENFORCEMENT FINE COSTS	1,500.00	0.00	0.00	0.00	1,500.00
17-47-451 HEALTH INSURANCE	8,175.00	0.00	0.00	0.00	8,175.00
17-47-452 HEALTH INS. DEDUCTIBLE REIMBUR	334.00	0.00	0.00	0.00	334.00
17-47-453 IDES/UNEMPLOYMENT INSURANCE	231.00	0.00	44.60	19.31	186.40
17-47-461 ADM SOCIAL SECURITY	2,898.00	178.89	703.22	24.27	2,194.78
17-47-463 ADM MEDICARE	678.00	41.83	164.45	24.26	513.55
17-47-465 IMRF BENEFITS	3,880.00	208.34	784.90	20.23	3,095.10
17-47-530 PROFESSIONAL FEES	2,000.00	0.00	1,064.00	53.20	936.00
17-47-532 ENGINEERING	3,500.00	0.00	0.00	0.00	3,500.00
17-47-533 LEGAL	20,000.00	0.00	0.00	0.00	20,000.00
17-47-561 DUES/MEMBERSHIPS/SUBSCRIPTIONS	4,500.00	0.00	0.00	0.00	4,500.00
17-47-576 COM ED **	865.00	(39.98)	112.87	13.05	752.13
17-47-658 MISC. EXPENSES	5,123.00	0.00	861.86	16.82	4,261.14
17-47-701 COMMUNITY DEVELOPMENT	50,000.00	0.00	0.00	0.00	50,000.00
17-47-832 PARK EQUIPMENT SINKING FUND	2,000.00	0.00	0.00	0.00	2,000.00
17-47-900 PRESIDENTIAL CONTINGENCY	1,200.00	0.00	0.00	0.00	1,200.00
17-47-911 COMMUNITY EXPENSES	4,250.00	1,432.16	1,763.16	41.49	2,486.84
17-47-912 COMMUNITY PROJECTS	170,000.00	0.00	124,017.73	72.95	45,982.27
17-47-953 GRANTS	0.00	0.00	0.00	0.00	0.00
17-47-959 TRANSFER OUT	18,000.00	0.00	3,000.00	16.67	15,000.00
TOTAL COMMUNITY DEVELOPMENT	374,030.00	4,785.47	153,879.89	41.14	220,150.11
TOTAL EXPENDITURES	374,030.00	4,785.47	153,879.89	41.14	220,150.11
REVENUES OVER/(UNDER) EXPENDITURES	0.00	10,792.80	(59,092.61)		59,092.61

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

24 -STRATEGIC RESERVE CAPITAL

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	358,500.00	0.00	5,310.47	1.48	353,189.53
TOTAL REVENUES	358,500.00	0.00	5,310.47	1.48	353,189.53
EXPENDITURE SUMMARY					
STRATEGIC RESERVES	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL EXPENDITURES	346,000.00	0.00	0.00	0.00	346,000.00
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	0.00	5,310.47		7,189.53

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

24 -STRATEGIC RESERVE CAPITAL

41.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
24-381 INTEREST	12,500.00	0.00	5,310.47	42.48	7,189.53
24-399 TRANSFER IN	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL REVENUES	358,500.00	0.00	5,310.47	1.48	353,189.53

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

24 -STRATEGIC RESERVE CAPITAL

STRATEGIC RESERVES 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
24-45-959 TRANSFER OUT	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL STRATEGIC RESERVES	346,000.00	0.00	0.00	0.00	346,000.00
TOTAL EXPENDITURES	346,000.00	0.00	0.00	0.00	346,000.00
REVENUES OVER/(UNDER) EXPENDITURES	12,500.00	0.00	5,310.47		7,189.53

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

41 -SWEEP (FORMER GO BOND)

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	1,000.00	0.00	1,431.46	143.15	(431.46)
TOTAL REVENUES	1,000.00	0.00	1,431.46	143.15	(431.46)
EXPENDITURE SUMMARY					
BOND - O & M	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	0.00	1,431.46		(431.46)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

41 -SWEEP (FORMER GO BOND)

41.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
41-305 GO BOND TAX W/C	0.00	0.00	0.00	0.00	0.00
41-381 INTEREST	1,000.00	0.00	1,431.46	143.15	(431.46)
41-385 AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00	0.00
41-388 MISC INCOME	0.00	0.00	0.00	0.00	0.00
41-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,000.00	0.00	1,431.46	143.15	(431.46)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

41 -SWEEP (FORMER GO BOND)

BOND - O & M 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
41-44-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL BOND - O & M	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	0.00	1,431.46		(431.46)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

51 -OPERATION & MAINTENANCE

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	2,653,804.00	87,444.77	708,592.95	26.70	1,945,211.05
TOTAL REVENUES	2,653,804.00	87,444.77	708,592.95	26.70	1,945,211.05
EXPENDITURE SUMMARY					
O & M	2,653,804.00	32,622.78	569,836.75	21.47	2,083,967.25
TOTAL EXPENDITURES	2,653,804.00	32,622.78	569,836.75	21.47	2,083,967.25
REVENUES OVER/(UNDER) EXPENDITURES	0.00	54,821.99	138,756.20		(138,756.20)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

51 -OPERATION & MAINTENANCE

41.67% OF FISCAL YEAR

REVENUES		CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-344	GRANTS	265,000.00	0.00	0.00	0.00	265,000.00
51-345	SALES TAX (1%)	430,000.00	0.00	142,317.94	33.10	287,682.06
51-361	WATER SALES	313,020.00	21,205.66	114,605.58	36.61	198,414.42
51-362	CAPITAL CHARGES	495,800.00	32,356.98	180,187.42	36.34	315,612.58
51-363	GARBAGE CHARGES	223,392.00	17,917.92	91,771.27	41.08	131,620.73
51-364	PRE-PAID WATER/SEWER	2,000.00	(336.29)	(687.29)	34.36-	2,687.29
51-365	WATER FIXED ADMIN CHARGES	172,670.00	15,644.28	78,522.03	45.48	94,147.97
51-367	WATER HOOK-UP FEE	11,000.00	0.00	0.00	0.00	11,000.00
51-368	SEWER HOOK-UP FEE	12,000.00	0.00	0.00	0.00	12,000.00
51-373	ROCK 39 EQUIPMENT	15,000.00	0.00	0.00	0.00	15,000.00
51-374	ROCK 39 SALARY REIMBURSEMENT	65,740.00	0.00	31,023.47	47.19	34,716.53
51-375	ROCK 39 FUEL/MILEAGE REIMB.	13,840.00	0.00	6,531.26	47.19	7,308.74
51-376	RECAPTURE FEES	10,000.00	0.00	0.00	0.00	10,000.00
51-381	INTEREST	78,750.00	0.00	37,053.62	47.05	41,696.38
51-382	VERIZON WATER TOWER RENT	4,950.00	412.50	2,062.50	41.67	2,887.50
51-385	VEHICLE/EQUIPMENT SALES	15,000.00	0.00	8,250.51	55.00	6,749.49
51-388	MISC INCOME	1,000.00	0.00	15,650.00	1,565.00	(14,650.00)
51-390	LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00	0.00
51-393	METER SALES	3,000.00	0.00	0.00	0.00	3,000.00
51-395	UTIL INCOME/SHUT OFF NOTICE	2,000.00	243.72	1,304.64	65.23	695.36
51-399	TRANSFER IN	519,642.00	0.00	0.00	0.00	519,642.00
TOTAL REVENUES		2,653,804.00	87,444.77	708,592.95	26.70	1,945,211.05

51 -OPERATION & MAINTENANCE
O & M 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-44-421 OFFICE SALARIES	82,160.00	4,463.31	26,332.49	32.05	55,827.51
51-44-422 ROCK 39 SALARY	0.00	0.00	0.00	0.00	0.00
51-44-423 PART-TIME WAGES	5,600.00	895.29	945.03	16.88	4,654.97
51-44-425 METER READER/LAB ASSISTANT	0.00	3,397.89	17,167.66	0.00 (	17,167.66)
51-44-426 DIRECTOR PUBLIC WORKS	80,587.00	5,913.44	32,447.01	40.26	48,139.99
51-44-428 PUBLIC WORKS WAGES	90,682.00	3,754.78	20,988.60	23.15	69,693.40
51-44-429 VILLAGE ADMINISTRATOR	36,632.00	2,305.38	7,492.49	20.45	29,139.51
51-44-451 HEALTH INSURANCE	34,180.00	174.60	5,514.41	16.13	28,665.59
51-44-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
51-44-453 IDES/UNEMPLOYMENT INSURANCE	733.00	0.00	406.45	55.45	326.55
51-44-461 ADM SOCIAL SECURITY	18,331.00	1,241.15	6,365.35	34.72	11,965.65
51-44-463 ADM MEDICARE	4,288.00	290.27	1,488.66	34.72	2,799.34
51-44-465 IMRF BENEFITS	24,075.00	1,587.25	8,442.92	35.07	15,632.08
51-44-512 OFFICE & COMPUTER EQUIPMENT	13,000.00	0.00	1,728.28	13.29	11,271.72
51-44-519 MAINTENANCE SERVICE - EQUIPTME	17,500.00	0.00	7,807.60	44.61	9,692.40
51-44-521 WINGIS	2,000.00	0.00	0.00	0.00	2,000.00
51-44-530 PROFESSIONAL FEES/MISC	2,500.00	269.04	576.29	23.05	1,923.71
51-44-531 SPECIAL AUDIT	0.00	0.00	0.00	0.00	0.00
51-44-532 ENGINEERING	180,000.00	0.00	10,864.00	6.04	169,136.00
51-44-533 CELLULAR METER MONTHLY FEES	12,000.00	0.00	3,069.05	25.58	8,930.95
51-44-534 LEGAL	2,000.00	0.00	0.00	0.00	2,000.00
51-44-540 PRE-EMPLOYMENT PHYSICAL	500.00	0.00	0.00	0.00	500.00
51-44-541 METER UPGRADE	55,000.00	0.00	0.00	0.00	55,000.00
51-44-542 WATER UPGRADE	750,000.00	0.00	20,437.11	2.72	729,562.89
51-44-543 ALARM SYS./TELEPHONE/INTERNET	7,000.00	0.00	2,154.84	30.78	4,845.16
51-44-544 IEPA LOAN -WATER TOWER	97,940.00	0.00	48,969.92	50.00	48,970.08
51-44-551 POSTAGE	15,000.00	0.00	3,919.00	26.13	11,081.00
51-44-552 CELL PHONES	2,500.00	0.00	941.26	37.65	1,558.74
51-44-554 PUBLISHING/ADVERTISMENTS	1,500.00	0.00	143.00	9.53	1,357.00
51-44-562 TRAVEL EXPENSES	1,000.00	0.00	0.00	0.00	1,000.00
51-44-563 TRAINING/TUITION	2,500.00	318.93	318.93	12.76	2,181.07
51-44-571 NI GAS / WELLS	4,500.00	0.00	867.61	19.28	3,632.39
51-44-573 GARBAGE	220,596.00	0.00	73,758.72	33.44	146,837.28
51-44-576 COM ED **	20,000.00 (	2,145.77)	7,359.24	36.80	12,640.76
51-44-579 WATER ANALYSIS	7,500.00	0.00	1,943.40	25.91	5,556.60
51-44-580 EPA PERMIT FEES	2,500.00	0.00	0.00	0.00	2,500.00
51-44-593 EQUIP/SOFTWARE MAINT/LEASE	7,500.00	0.00	0.00	0.00	7,500.00
51-44-594 IML/RENEWAL CONTRIBUTION	18,000.00	0.00	0.00	0.00	18,000.00
51-44-651 OPERATING SUPPLIES/MISC. EXPEN	55,000.00	0.00	31,135.15	56.61	23,864.85
51-44-653 BUILDING WATER USAGE	750.00	7.22	242.07	32.28	507.93
51-44-654 WATER DEPOSIT REFUND EXPENSE	0.00	0.00	0.00	0.00	0.00
51-44-655 FUEL/GREASE/OIL	20,000.00	0.00	4,840.36	24.20	15,159.64
51-44-656 CHEMICALS	7,500.00	0.00	899.66	12.00	6,600.34
51-44-659 OFFICE SUPPLIES	0.00	0.00	15.61	0.00 (	15.61)
51-44-660 PRINTING	4,800.00	0.00	853.95	17.79	3,946.05
51-44-701 SULLIVAN'S PAYBACK AGREEMNT	6,950.00	0.00	3,997.51	57.52	2,952.49
51-44-702 FOUR RIVERS SAN. AUTH. IGA	422,000.00	0.00	180,307.91	42.73	241,692.09
51-44-703 RECAPTURE FEES	18,000.00	0.00	0.00	0.00	18,000.00
51-44-829 ROCK 39 EQUIPMENT PURCHASES	15,000.00	0.00	1,032.74	6.88	13,967.26

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

51 -OPERATION & MAINTENANCE

O & M 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-44-830 SMALL EQUIP. PURCHASE OR RENTA	10,000.00	0.00	1,750.09	17.50	8,249.91
51-44-831 LARGE EQUIP. PURCHASE-FIXED AS	12,000.00	0.00	0.00	0.00	12,000.00
51-44-832 ASSETS CAPITALIZED	0.00	0.00	162.88	0.00	(162.88)
51-44-833 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
51-44-834 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
51-44-951 DEPRECIATION EXPENSE	260,000.00	10,150.00	32,149.50	12.37	227,850.50
51-44-953 GRANTS	0.00	0.00	0.00	0.00	0.00
51-44-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
51-44-999 SPECIAL ITEM EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL O & M	2,653,804.00	32,622.78	569,836.75	21.47	2,083,967.25
TOTAL EXPENDITURES	2,653,804.00	32,622.78	569,836.75	21.47	2,083,967.25
REVENUES OVER/(UNDER) EXPENDITURES	0.00	54,821.99	138,756.20		(138,756.20)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

90 -VILLAGE EVENTS

FINANCIAL SUMMARY 41.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
ALL REVENUE	20,280.00	0.00	4,175.25	20.59	16,104.75
TOTAL REVENUES	20,280.00	0.00	4,175.25	20.59	16,104.75
EXPENDITURE SUMMARY					
FOURTH OF JULY	18,250.00	100.00	9,100.00	49.86	9,150.00
TOTAL EXPENDITURES	18,250.00	100.00	9,100.00	49.86	9,150.00
REVENUES OVER/(UNDER) EXPENDITURES	2,030.00	(100.00)	(4,924.75)		6,954.75

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

90 -VILLAGE EVENTS

41.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
90-350 DONATIONS	2,000.00	0.00	1,100.00	55.00	900.00
90-351 FUNDRAISERS	0.00	0.00	0.00	0.00	0.00
90-352 MERCHANDISE SALES	0.00	0.00	0.00	0.00	0.00
90-353 FESTIVAL SALES	0.00	0.00	0.00	0.00	0.00
90-381 INTEREST	280.00	0.00	75.25	26.88	204.75
90-382 VENDOR FEES	0.00	0.00	0.00	0.00	0.00
90-387 SPONSOR ADS	0.00	0.00	0.00	0.00	0.00
90-388 MISC. INCOME	0.00	0.00	0.00	0.00	0.00
90-399 TRANSFER IN	18,000.00	0.00	3,000.00	16.67	15,000.00
TOTAL REVENUES	20,280.00	0.00	4,175.25	20.59	16,104.75

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

90 -VILLAGE EVENTS

FOURTH OF JULY 41.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
90-48-423 FESTIVAL LABOR	0.00	0.00	0.00	0.00	0.00
90-48-530 SECURITY	0.00	0.00	0.00	0.00	0.00
90-48-554 PUBLISHING/ADVERTISING	0.00	0.00	0.00	0.00	0.00
90-48-560 ENTERTAINMENT	0.00	0.00	0.00	0.00	0.00
90-48-572 MERCHANDISE	0.00	0.00	0.00	0.00	0.00
90-48-651 OPERATIONS/ MISC SUPPLIES	0.00	0.00	0.00	0.00	0.00
90-48-655 CONCESSIONS	0.00	0.00	0.00	0.00	0.00
90-48-658 MISC EXPENSES	150.00	0.00	0.00	0.00	150.00
90-48-915 VENDOR TICKET SALES	0.00	0.00	0.00	0.00	0.00
90-48-916 FIREWORKS	18,100.00	100.00	9,100.00	50.28	9,000.00
TOTAL FOURTH OF JULY	18,250.00	100.00	9,100.00	49.86	9,150.00
TOTAL EXPENDITURES	18,250.00	100.00	9,100.00	49.86	9,150.00
	==============	==============	==============	=======	==============
REVENUES OVER/(UNDER) EXPENDITURES	2,030.00	(100.00)	(4,924.75)		6,954.75

CARDMEMBER SERVICES COMMUNITY CARD Monthly Activity

(New Card)
Acct: **7296 Rewards Balance: $ -
04/2/2024-5/2/2024

Invoice	Date	Account	Description	Total Invoice	RECEIPT & Signature
Chad Insko					
ILLINOIS AWWA	4/16/2024	51-44-563	TRAINING	$ 225.00	X
PEORIA CIVIC CENTER	4/16/2024	51-44-563	PARKING FOR AWWA CONFERENCE	$ 8.00	X
			Total	$ 233.00	
Kellie Symonds					
ADOBE	4/2/2024	01-41-561	MONTHLY SUBSCRIPTION	$ 21.24	X
ADOBE	4/6/2024	01-41-561	MONTHLY SUBSCRIPTION	$ 50.98	X
SCRIBEHOW.COM	4/8/2024	01-41-593	TRAINING GUIDE SOFTWARE	$ 297.36	X
		01-43-530	TRAINING GUIDE SOFTWARE	$ 141.60	X
		51-44-530	TRAINING GUIDE SOFTWARE	$ 269.04	X
AMAZON	4/10/2024	01-41-659	PRINTER INK CARTRIDGE	$ 66.69	X
MICROSOFT	4/16/2024	01-41-593	AZURE INFO PROTECT	$ 18.00	X
MICROSOFT	4/16/2024	01-41-593	EXCHANGE ONLINE	$ 40.00	X
MICROSOFT	4/16/2024	01-41-593	MICROSOFT 365	$ 26.92	X
MICROSOFT	4/16/2024	01-41-593	OFFICE 365	$ 100.05	X
MICROSOFT	4/16/2024	01-41-593	SUBSCRIPTION CHARGE	$ 324.37	X
NIU OUTREACH	4/20/2024	01-41-564	ILCMA SUMMER CONFERENCE	$ 250.00	X
ICMA ONLINE	4/24/2024	01-41-563	ICMA LEARNING LAB	$ 395.00	X
GOTOMEETING	4/29/2024	01-41-530	ARPIL STATEMENT	$ 123.38	X
AMAZON	4/29/2024	01-41-512	OFFICE CHAIR	$ 95.53	X
AMAZON	4/29/2024	01-41-512	OFFICE CHAIR	$ 159.99	X
		01-41-659	HI-POLYMER LEADS	$ 7.12	
AMAZON	4/29/2024	01-41-512	DUAL MONITOR STAND, EXPANDING FILES	$ 285.80	X
			Total	$ 2,673.07	
Jeff White					
LA POLICE GEAR	4/12/2024	01-43-470	TACTICAL BOOTS	$ 99.49	X
			Total	$ 99.49	

Combined Total $ 3,005.56

Grant Applications/Progress Tracking

Grant Title	Approved	Restricted Use	Total	Received	Notes
Axis Geospatial Grant to Winn. Col	Open	Mapping w/levels	$ 20,000.00	In process	4/10/24- Chad reported that the second round of funding came up, and the Village was approved for $20,000. RES approved on 4/8/24
ILEAS CAMERA GRANT	Pending	For Police body cameras	$ 26,858.00	In Process	Cameras received 8/15/23. The PD received notification that the grant application was approved by ILEAS. The awarded amount is $19,559 but has not been received as of 5/24/24.

IL Department of Commerce and Economic Opportunity https://www2.illinois.gov/dceo/AboutDCEO/GrantOpportunities/Pages/default.aspx

Former Grant Funds Tracking

Grant Title	Received	Restricted Use	Total	Remaining Balance	Tracking
DCEO Cure Grant (Cares Act)	Yes	COVID Relief	$ 127,926.00	$ 10,174.32	In 2020 spent $5,071.96 (front office changes for COVID) and $10,705.72 in electronics for remote Board Meetings. In 2022 we spent $1,974 for video "owls". * $100,000 in 2024 Community Development budget for Park upgrade. * More electronics will be purchased for Board Room with remaining funds
DCEO Rebuild IL (Bond Funds) Public Infrastructure	Closed	Water Infrastructure	$ 641,062.50	$ -	We did not receive any information back and will not be including it in the 2024 budget.
Rebuild IL (Bond Funds) Grant	Yes	MFT Projects	$ 204,368.10	$ 68,123.10	Used $136,245 for Elida Street Project in 2021. This project is complete
Rebuild IL (Bond Funds) Grant This is the remaining balance of the original Grant	Yes	MFT Projects	$ 68,123.10	$ 42,056.57	$26,066.53 used in road project, leaving $42,056.57 in MFT Fund. This will be used for road projects in 2024
American Rescue Plan Act (ARPA) Grant	Yes	Anything that falls under "government service" is allowable, unless it's on the list of items not allowed.	$ 407,029.18	$ 203,514.59	$203,514.59 committed in O&M for water infrastructure projects. $203,514.59 is unrestricted and available for planning.

Detail of Accounts over 120 Days AS OF 05/22/2024

Account	ADDRESS	Status	Start Date	CURRENT	30- +Days *	60 -+Days	90 +Days **	120 + DAYS	Total Account Balance for Aged Accounts	Notes
~~01-2380-02~~	~~408 N BENTON~~	~~FINAL~~	~~12/1/2014~~	~~$ -~~	~~$ -~~	~~$ -~~	~~$ -~~	~~$ -~~	~~$ -~~	~~03/13/19 NOTICE RECEIVED - MOVING 04/01/19 SENT COLLECTION LETTER - REQUEST AUTH. TO WRITE OFF~~
01-2150-06	312 N PECATONICA	FINAL	6/9/2017	$ -	$ -	$ -	$ -	$ 26.05	$ 26.05	WILL WRITE-OFF IN JULY 2024
02-1890-01		FINAL		$ -	$ -	$ -	$ -	$ 24.72	$ 24.72	Will not respond to messages. Reverse
02-2050-03		ACTIVE		$ -	$ -	$ -	$ -	$ -	$ -	PAID BALANCE ON ACCOUNT
03-5310-01		ACTIVE		$ 327.89	$ 265.77	$ 236.42	$ 210.52	$ 1,468.37	$ 2,508.97	LIEN HAS BEEN FILED/ ADDED TO IDROP
05-1081-00		FINAL						$ 26.39	$ 26.39	
				$ 327.89	$ 265.77	$ 236.42	$ 210.52	$ 1,545.53	$ 2,586.13	

AS OF: 5/22/2024 Total aged accounts over 120 days $ 1,545.53

Total Accounts Aged: 506 of 1446	CURRENT DUE 15th	PAST DUE MONTHL +1	PAST DUE MONTHL +2	PAST DUE MONTH +3	PAST DUE MONTH +4 *	TOTAL RECEVABLES AS OF 05/22/2024
Totals Aging Report	$ 5,698.87	$ 1,882.24	$ 276.51	$ 210.52	$ 1,545.53	$ 9,613.67
Percent of Total Receivable	59.28%	19.58%	2.88%	2.19%	16.08%	

=========== R E P O R T T O T A L S ===========

==== B O O K C O D E T O T A L S ====

BOOK:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-BOOK 1	726.65	345.58	0.00	0.00	26.05	1098.28
02-BOOK 2	1898.49	638.97	40.09	0.00	24.72	2602.27
03-BOOK 3	1820.02	650.74	236.42	210.52	1468.37	4386.07
04-BOOK 4	584.73	83.66	0.00	0.00	0.00	668.39
05-BOOK 5	501.47	116.68	0.00	0.00	26.39	644.54
06-BOOK 6	447.79	0.00	0.00	0.00	0.00	447.79
07-BOOK 7	468.47CR	0.00	0.00	0.00	0.00	468.47CR
08-BOOK 8	79.07	0.00	0.00	0.00	0.00	79.07
09-BOOK 9	76.74	46.61	0.00	0.00	0.00	123.35
10-BOOK 10	32.38	0.00	0.00	0.00	0.00	32.38
11-BOOK 11	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS	5698.87	1882.24	276.51	210.52	1545.53	9613.67

ERRORS: 000

Agenda Item Executive Summary

Item Name	LOCIS Software Discussion	Committee or Board	Finance Committee

BUDGET IMPACT			
Amount:	$19,800	*Budgeted:*	No
List what fund:	01-41-593, 51-44-519, 17-47-530		

EXECUTIVE SUMMARY

Currently, the Village utilizes Tyler Technologies (InCode) for their General Ledger, Accounts Payable, Utility Billing, Permitting and Payroll functions. Village staff have expressed overall frustrations with the functionality and support within these programs. The average annual cost that the village has spent with Tyler Technologies since 2014 is $9,234.

Staff researched various solutions and were the most impressed with the Local Government Computer and Information Service (LOCIS) on both a functionality and cost level.

The onboarding process for implementing the LOCIS software solution in the Village of Winnebago involves purchasing various software modules totaling $11,600, followed by introductory training estimated at $8,200. The process includes configuring and installing modules like Utility Billing, General Ledger, Accounts Payable, Payroll, and more, with training provided at $100 per hour plus travel costs. An annual support agreement costing $3,835 ensures ongoing software enhancements, support, and access to user groups and new developments. These costs also include all necessary migrations from InCode.

Additional services like technical support and IT administration are available at specified hourly rates, with the entire onboarding and initial support estimated to cost approximately $19,800. Staff have spoken to representatives from Stillman Valley, Byron and Pecatonica, who all use the program, and received positive reviews, and the assurance that whenever an issue comes up, the technical support staff are quick to resolve the issue.

Staff would like feedback from the Finance Committee on whether to further pursue this transition in software, Frank Zima from LOCIS will also be available during the meeting to answer any questions.

ATTACHMENTS (PLEASE LIST)

Quote from LOCIS

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

Staff:	Joseph Dienberg, Village Administrator	Date:	5/28/2024

4000 W. Jefferson St.
Joliet, Illinois 60431
(815) 744-0011
Fax (815) 744-8182

Village of Winnebago
Joey Dienberg
108 W Main St
Winnebago, IL 61088

Date: May 13, 2024

Phone: (815) 335-2020
e-Mail: jdienberg@villageofwinnebago.com.

Dear Mr. Dienberg,

I would like to take this opportunity to thank you for allowing LOCIS to present our solution in solving your utility billing and financial software requirements.

Per your request, the following are the figures based on the discussion of your requirements. Special Circumstance Payment Plans to accommodate your budget cycle are available upon request! Prices are valid for 30 days.

If you have any questions or if I may be of any further assistance, please, do not hesitate to call.

Sincerely,
Frank Zima
Frank Zima
System Consultant
LOCIS

SOFTWARE

Utility Billing	**$3,000.00**
Third Party Automated Reading Interface- Beacon	**$1,500.00**
General Ledger Module	**$1,000.00**
Accounts Payable Module	**$1,000.00**
Payroll Module	**$1,000.00**
Cash Receipts (POS)	**$1,000.00**
Permits & Licensing & Vehicle Stickers	**$850.00**
Tasks/Work Orders/Projects	**$750.00**
Time Entry	**$1,000.00**
LOCIS License Node for the Cloud Software	**$500.00**
TOTAL SOFTWARE:	**$11,600.00**

TRAINING & IMPLEMENTATION

Training is billed at $100.00 per hour, plus travel at $60.00 per hour. You should budget approximately:

Prices below exclude travel charges

Utility Billing	**24 hours**	**$2,400.00**
Third Party Automated Reading Interface- Beacon	**2 hours**	**$200.00**
General Ledger	**16 hours**	**$1,600.00**
Accounts Payable	**8 hours**	**$800.00**
Payroll	**16 hours**	**$1,600.00**
Cash Receipts (POS)	**6 hours**	**$600.00**
Permits & Licensing & Vehicle Stickers	**6 hours**	**$600.00**
Tasks/Work Orders/Projects	**2 hours**	**$200.00**
Time Entry	**2 hours**	**$200.00**
TOTAL TRAINING BUDGET:	**Approx.**	**$8,200.00**

Additional training can be provided at $100.00 per hour, plus travel at $60.00 per hour

TOTALS

TOTAL SOFTWARE	**$11,600.00**
APPROXIMATE TOTAL TRAINING & IMPLEMENTATION *Billed as used*	**$8,200.00**
APPROXIMATE TOTAL	**$19,800.00**

MEMBERSHIP / ANNUAL SUPPORT AGREEMENT

See membership brochure for a detailed description of the LOCIS support program.

Based on
Up to 4 User
Configuration:

Base Membership	**$945.00**
LOCiS Hosted Maintenance and Storage	**$1,071.00**
Utility Billing Module	**$416.00**
Third Party Automated Reading Interface- Beacon	**$202.00**
General Ledger Module	**$215.00**
Accounts Payable Module	**$215.00**
Payroll Module	**$215.00**
Cash Receipts (POS)	**$139.00**
Permits & Licensing & Vehicle Stickers	**$114.00**
Tasks/Work Orders/Projects	**$101.00**
Time Entry	**$202.00**
	$3,835.00

Rates as of contract date.
All rates subject to change.
Appendix A

Current Rate Structure

BILLING RATES

Effective January 1, 2024

SERVICES

Technical Support – Training – On-Site Implementation **$100.00 Per Hour**
Onsite or remote training, implementation, assistance, or normal support of the use of the software.

IT/Network Administration **$110.00 Per Hour**
System Administration, set-up, support, and modification to existing network environment, support of network environment, support of network, administration for security/user levels, hardware additions. All services that involve network system integration including Anti-Virus/Spyware software/configuration or having to reconfigure any pre-existing software which prohibits LOCiS from operating correctly.

Accounting/Auditing Assistance **$110.00 Per Hour**
Provide assistance in audit preparation, bank reconciliation, balancing, generating, and verifying financial statements, ledgers, and appropriate corrections/adjustments. Providing the required assistance in designing (reorganizing or renumbering) the chart of accounts for detail analysis and board/audit review.

Consulting / System Design/Programming **$175.00 Per Hour**
Specific request for modification to existing program or data conversion from existing system to the LOCiS Modules. Programming and Import/Export to other 3rd Party Application. The review of existing operations and the design and layout of future changes for both internal operation (Software) and external operation (Hardware / Networking). System Administration, set-up, support, and modification to existing network environment, support of network environment, support of network, administration for security/user levels, hardware additions. All services that involve network system integration.

Travel Time from Office* **$ 60.00 Per Hour**
Travel time from the LOCIS / technician office to your site will be charged

* All rates listed above are Monday through Friday 8 to 5 excluding holidays. Any hours of work which are provided outside of normal business hours are billed at 125 percent of the normal rate of work.

LOCiS

LOCIS UTILITY BILLING MODULE

- Provides the ability to generate utility bills, record payments and perform a variety of utility management functions.
- Implemented several ways:
  - ✓ As a stand-alone module implemented prior to other modules
  - ✓ Implemented along with the General Ledger module which would allow automatic journalization of Utility billing information
  - ✓ Implemented after the General Ledger module; at which time would report to the General Ledger for automatic journalization of utility information

PARTIAL LIST OF FEATURES INCLUDE:

- Multiple user defined service billing capability (water, sewer, gas, electric, refuse, etc.)
- User defined rate table(s)
- Multiple look-up ability for account inquiry
- Owner, renter, billing & service address capability
- Account history includes from/to meter reads, dates and estimate indicator, and detail billing history of payments, bills, or adjustments, and running A/R balance
- Meter reader routing control
- Estimated bill by account or grouping of accounts
- Consumption variance warning
- Local and state utility tax calculation and reporting
- Postcard billing forms– Laser, Inkjet, or Dot Matrix styles
- Letter style billing forms – Laser and Inkjet
- Ability to adjust a calculated bill prior to printing
- Manual/automatic application of cash by service
- Penalty charge processing
- Penalty, collection, estimate, letter, and work order generation
- Shut off notice generation
- Adjustment processing to issued bill
- Produce final bills
- Cash receipts lock-box entry
- Label printing
- Meter tracking
- Consumption reporting
- Geographic usage reporting
- Utility deposit tracking and refund processing
- Ability to interface to the following other modules
  - – General Ledger module for automatic journalization
  - – Cash Receipts module – Point of Sale/Cash Drawer
  - – Lien module
  - – Direct Debit module for direct debit banking
  - – Portable data collection via LOCIS portable data collection or 3rd party device interface
  - – Bar Coding for cash receipts collection
  - – Credit card processing

LOCIS GENERAL LEDGER MODULE

- Forms the core to which all other modules provide financial information.
- Implemented several ways:
  - ✓ As a stand-alone module implemented prior to other modules, which allows journalization of financial information
  - ✓ Implemented along with other modules, which allows other modules to report to the General Ledger
  - ✓ Implemented after other modules, at which time would report to the General Ledger

PARTIAL LIST OF FEATURES INCLUDE:

- Ability to maintain and track in excess of 700 funds
- Establish up to 15-character account designation
- Complete audit trail
- Automatic journalization
- Produces information for Annual Treasurer's Cash Report
- Statement of cash and investments
- Revenue analysis
- Expense analysis
- Fund consolidation comparison
- Expense consolidation analysis
- Source and Purpose of Fund report
- Realization of revenue report
- On-demand detail/summary reporting
- Balance sheet
- Unlimited history
- Prior period adjustments
- End of period closing optional – no need to close a financial period
- Investment tracking and reporting
- Cash-based, semi-accrual, or full-accrual basis of reporting
- GASB 34 Financial reporting
- Budget upload and download of ASCII file data to Excel or Lotus.

LOCIS ACCOUNTS PAYABLE MODULE

- Provides the ability to record manual checks, issue checks, and manage all non-payroll expenditures.
- Implemented several ways:
  - ✓ As a stand-alone module implemented prior to other modules
  - ✓ Implemented along with the General Ledger module, which would then allow automatic journalization of warrant information
  - ✓ Implemented after the General Ledger module, at which time the Accounts Payable module would report to the General Ledger, allowing for automatic journalization of warrant information

PARTIAL LIST OF FEATURES INCLUDE:

- Invoice/expense distribution across multiple funds
- Cash requirements management
- Purchase discounts
- Due to – Due from processing
- Warrant/Claim list
- Board list – Fixed Expense entry – Meeting cycle or monthly
- Check printing (generic or pre-printed form) in Laser, Inkjet, or Dot matrix styles
- Issued check void process
- Manual check processing
- Annual Treasurer's Vendor Payment Report
- 1099 forms
- Purchase order encumbrance interface
- Vendor/General Ledger expenditure history
- Automatic journalization to General Ledger
- Project tracking
- Retains distribution entry
- Optional Welfare Payables interface
- Direct pay vendors using standard NACHA file submitted to bank (paperless checks)

LOCIS PAYROLL MODULE

- Provides the ability to record manual checks, issue checks, and manage all payroll expenditures.
- Implemented several ways:
  - ✓ As a stand-alone module implemented prior to other modules
  - ✓ Implemented along with the General Ledger module, which would then allow automatic journalization of payroll information
  - ✓ Implemented after the General Ledger module, at which time the Payroll module would report to the General Ledger, allowing for automatic journalization of payroll information

PARTIAL LIST OF FEATURES INCLUDE:

- Distribution of earning across multiple funds
- Automatic hours salary posting
- User specified earnings, deductions, and taxes
- Tracking of fringe benefits (i.e. vacation, sick and personal time) by employee
- Annuity, 401K, and Cafeteria plan deductions accommodated
- Check printing (generic or pre-printed form) laser, inkjet or dot matrix styles
- Manual void check processing
- Employee check history
- User-definable earnings and deductions
- Deduction checks printing ability after payroll run
- Monthly, quarterly and annual tax reporting (rollback feature to a prior period for reporting)
- W2 processing, paper or magnetic filings
- Illinois Municipal Retirement Fund accounting, both paper and magnetic filing
- Annual Treasurer’s Employee Payments Report
- Police/Fire Pension reporting
- Due to – Due from processing
- Automatic journalization to General Ledger
- Savings bond deduction recordkeeping
- Project tracking
- FLSA Time Recording process
- Employer tax and deduction processing based on salary expense allocation

LOCIS DIRECT DEBIT MODULE

- Provides the ability to automatically debit a bank account for utility billing payment collection.
  - ✓ Implemented as an add-on module to the Utility Billing module

PARTIAL LIST OF FEATURES INCLUDE:

- Allows the entry of either bank data
- Provides a total of direct charge billings
- Automatically changes the set amount due and the past due amount to zero
- Automatically creates electronic transfer files
- Penalty calculation and Shut-off notice processes automatically bypasses active direct debit customers
- Final bill process automatically notifies operator of direct debit activity and prevents account from being closed
- Allows adjustments of bills that have not been submitted for collection to the bank.
- Applies adjustment amounts to current transfer files
- Generate letters and pre-notifications to the customer and to the bank to notify of enrollment in direct debit program
- Produce a list of customers participating in Direct Debit

Proudly serving Illinois Municipalities since 1987

MEMBERSHIP / ANNUAL SUPPORT AGREEMENT
Support agreement between LOCiS and Our Customers

Membership in LOCIS (the Local Government Computer and Information Service) provides a unique opportunity for ensuring continuing support and enhancement of your computer software investment. To facilitate that goal this brochure outlines and explains what benefits are available to all members. It also details the requirements for membership.

The benefits of membership fall within the following categories:

Software Enhancements
Support (Telephone #800 or Onsite)
Remote Connectivity for Support
User Groups
New Development Policy

SOFTWARE ENHANCEMENT

LOCIS will provide enhancements for software proprietary to LOCIS and purchased through LOCIS and when enhancements are available, provide the member having such software, enhancements at no additional cost, except for costs relating to additional training, hardware, conversion of software, or travel at the members request, as may be applicable. Software enhancement may be available when:

a) because of statewide legal requirements imposed on local government by either the state or federal government or agencies thereof, or

b) because of problems, needs or desires identified by membership user groups considering statewide applicability.

In the event that software is purchased through LOCIS but is not proprietary to LOCIS, LOCIS will put forth its best effort to provide the same benefits of membership as if the software was proprietary to LOCIS. However, no assurances or representations are made herein that benefits of membership do or will extend to software not proprietary to LOCIS.

The membership is required, and agrees, to accept all enhancements provided so as to maintain statewide uniformity of the LOCIS system, thereby providing the membership with the benefits of reduced costs for local government computerization resulting from a uniform system.

SUPPORT

LOCIS provides software support for software proprietary to LOCIS and purchased through LOCIS, via telephone voice communication, or remote computer connection on an unlimited basis. This does not include remote training.

LOCIS will provide support at the member's site by charging the member at an hourly rate for each hour or portion (measured in 1/4-hour increments) thereof, including travel time from the LOCIS office.

In the event that software is purchased through LOCIS but is not proprietary to LOCIS, LOCIS will put forth its best effort to provide the same benefits of membership as if the software was proprietary to LOCIS. However, no assurances or representations are made herein that benefits of membership do or will extend to software not proprietary to LOCIS.

USER GROUPS

LOCIS when warranted will establish "user groups" to assist LOCIS and the membership of LOCIS in:

a) fine tuning of software presently in use or available to the membership, so as to enhance such software to meet the needs of the membership in the best manner possible,

b) definition of new applications and the resulting testing, refining, and debugging of such applications (see NEW DEVELOPMENT POLICY), and

c) providing the opportunity whereby a network of member communication is available to individual users.

NEW DEVELOPMENT POLICY

It is the intent of LOCIS to provide to the membership of LOCIS a continuing source of new software applications that uniquely and specifically address local government needs. To this end and to the extent possible, new software applications will be generated as a result of "users" defining needs and participating in the development of the software to fulfill such needs.

It is also the intent of LOCIS to provide new software applications at the lowest cost possible, thereby encouraging the membership to use their computers to their fullest capability. Such usage will provide a better return on hardware investment and allow the member's personnel to function more efficiently.

Once a software application need has been verified and a commitment to proceed by the membership (or a portion thereof) with LOCIS has been established, development shall proceed in the following manner:

1. Following initial definition of development requirements, LOCIS shall establish a COST OF DEVELOPMENT (COD).

2. The COST OF DEVELOPMENT will be shared by those members participating in the development in a manner mutually agreed upon and as evidenced by a separate written agreement.

3. The participating members will assist in the development, will provide testing, and will have first use of the final software application.

4. Once the software application is developed and available for purchase, each of the member development participants will, as the software application is sold, receive a rebate until their final cost of development will be equal to the actual sale price of the final software

application. The amount of rebate to each participant per sale of the application will be reflective of their participation in the COD and as specified in the separate written agreement.

MEMBERSHIP FEES

Fees for membership in LOCIS are based upon three variables:

1) The network/user count of the LOCIS environment, and
2) The network operating system environment, and
3) The number of LOCIS software applications operational on the computer

The LOCIS MEMBERSHIP FEE SCHEDULE sets forth the fees applicable to the user count and software applications.

Eligibility of membership takes place on the 1st day of the month following installation of the software. When applicable, the PROJECT IMPLEMENTATION SCHEDULE shall be the basis for determining the date of installation or completion of training.

If membership is not exercised at the initial time of eligibility, LOCIS may require an amount to be paid, in addition to membership costs that is attributable to those costs and enhancements since the time of original installation.

A presumption is made at the time of purchasing LOCIS software that membership in the LOCIS MEMBERSHIP PROGRAM is desired. Therefore, a billing for LOCIS MEMBERSHIP will be forwarded when the eligibility date is reached following installation and adjusted accordingly as eligibility dates for software applications are reached. Nonpayment of such billings indicates membership has not been elected and requires LOCIS to charge standard rates for services, support, software enhancements and any other offerings beyond those contained in the original purchase agreements or contracts.

Since 1987

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