



Agenda
Village of Glen Ellyn
Regular Meeting
Tuesday, May 29, 2018
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

Village Board Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Meetings are taped and also televised on WideOpenWest Channel 6, AT&T Channel 99, and Comcast Cable Services Channel 10. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Village Recognition: (Village Clerk)

1. The Village would like to thank Steve Ruffalo for his service as Ethics Officer.

E. Audience Participation

1. Executive Director Carol White of the Alliance of Downtown Glen Ellyn will present the 2017 Annual Report.
2. The Fourth of July Committee will present this years festivities for the holiday weekend.
3. Proclamation in recognition of Emergency Medical Service Week 2018.
4. Proclamation in recognition of National Public Works Week 2018.
5. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, their topic and the group, if any, they are representing prior to addressing the Village Board. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and

language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

F. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

Motion to approve the following items including Payroll and Vouchers totaling \$1,629,149.37: (Trustee Senak)

1. Total Expenditures (Payroll and Vouchers) - \$1,629,149.37. The vouchers have been reviewed by Trustee Senak and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. May 7, 2018 Special Workshop Meeting Minutes
3. May 14, 2018 Regular Board Meeting Minutes
4. Approve a Facade Improvement Award in the amount of \$12,500, to be expensed to the General Fund and a Fire Prevention Award in the amount of \$15,000, to be expensed to Roosevelt Road TIF Fund for Jimmy Johns at 632 Roosevelt Road (Economic Development Coordinator Hannah)
5. Ordinance No. 6602, An Ordinance Amending the Budget of the Village of Glen Ellyn for the Fiscal Year Ending December 31, 2018 to Provide Funds for Fire Awards in the Roosevelt Road Tax Increment Financing Fund (Finance Director Coyle)
6. Resolution No. 18-12, A Resolution Recognizing Dissolution of the Library Integrated Network Consortium and Accepting the Ownership of the Resulting Illinois Municipal Retirement Fund Assets and Liabilities of the Glen Ellyn Public Library (Finance Director Coyle)
7. Approve a License Agreement for Outdoor Seating for Chocolaterie Stam Located at 530 Pennsylvania Avenue (Planning and Development Director Hulseberg)
8. Resolution No. 18 -13, A Resolution Authorizing the Village President to Execute an Intergovernmental Agreement between the Village of Glen Ellyn and the Board of Education of Glenbard Township High School District No. 87 Regarding Public Sidewalk Extensions Adjacent and Through the Main Glenbard West Parking Lot Along Ellyn Avenue (Public Works Director Hansen)
9. Motion Pursuant to Section 1-10-7 of the Glen Ellyn Village Code to Adopt the Competitive Bidding Procedures of the Suburban Purchasing Cooperative and the State of Illinois Management Services Group in Lieu of the Provisions of Chapter 10 on Village Contracts and Approve the Purchase of one (1) 2018 Ford Police Utility Vehicle from Currie Motors Inc. of Frankfort, Illinois, in the Amount of \$31,718 and one (1) 2018 Ford Expedition SSV from Kunes Country Ford of Antioch, Illinois, in the Amount of \$37,467, to be Expensed to the Equipment Services Fund (Public Works Director Hansen)

10. Authorize the Village Manager to execute the award of a contract in partnership with DuPage County Procurement Services, which is an authorized exception in the purchasing policy of the Municipal Code, to Detroit Salt Company LLC of Detroit, Michigan for the purchase of 1,520 to 2,470 tons of bulk rock salt, in an amount not to exceed \$165,861 to be expensed to the Motor Fuel Tax Fund, and for the purchase of 380 tons of emergency bulk rock salt, if needed, in an amount not to exceed \$28,588 to be Expensed to the Motor Fuel Tax Fund (Public Works Director Hansen)
11. Resolution No. 18 - 14, A Resolution Approving the Declaration of Trust of the Illinois Trust (Formerly Known as the Illinois Institutional Investors Trust) and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the Village of Glen Ellyn, Illinois (Finance Director Coyle)
12. Approve an Amendment to the Investment Policy of the Village of Glen Ellyn (Finance Director Coyle)
13. Resolution No. 18-15, A Resolution to Determine the Status of Minutes of Certain Executive Sessions Held in 2016, 2017 & 2018 and to Authorize the Destruction of Minutes, Audio or Video Recordings of Certain Executive Sessions Held in 2015 & 2016 (Village Attorney Mathews)

G. 2017 Comprehensive Annual Financial Report (Presented by Finance Director Coyle) (Trustee Fasules)

1. Finance Director Christina Coyle and Jamie Wilkey from Lauterbach and Amen, LLP will present the December 31, 2017 Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2017.
2. Motion to accept the Village's Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2017

H. Permit Fee Increases (Presented by Planning and Development Director Hulseberg) (Trustee Pryde)

1. Ordinance No. 6603 - VC, An Ordinance Amending Sections of the Village Code of the Village of Glen Ellyn, Illinois to Change Various Permit and Other Fees and Deposits Related to Services Provided by the Planning and Development Department and the Public Works Department.

I. Reserve 22 Dining Room Improvements (Presented by General Manager Vesevick) (Trustee Kenwood)

1. Approve a contract, subject to Attorney Review, with Kreska Consultants, LLC, of Franklin Park, Illinois, in the total amount of \$128,370 to be expensed to the Village Links/Reserve 22 Fund.
2. Ordinance No. 6604, An Ordinance Amending the Budget for the Fiscal Year Ending December 31, 2018 to Provide Funds for the Reserve 22 Dining Room Improvements.

J. Reminders

1. A Special Village Board Meeting is scheduled for Monday, June 4, 2018 at 7:00 PM in the Galligan Board Room of the Glen Ellyn Civic Center.
2. A Village Workshop is scheduled for Monday, June 18, 2018 at 7:00 PM in the Room 301 of the Glen Ellyn Civic Center.

K. Other Business

L. Adjournment



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Recognition
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3345)

DOC ID: 3345

**The Village would like to thank Steve Ruffalo for his service as
Ethics Officer.**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Presentation
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3278)

DOC ID: 3278

Executive Director Carol White of the Alliance of Downtown Glen Ellyn will present the 2017 Annual Report.

ATTACHMENTS:

- Alliance Annual Report 2018 (for 2017) (PDF)

Alliance of Downtown Glen Ellyn 2017 Annual Report

Overview

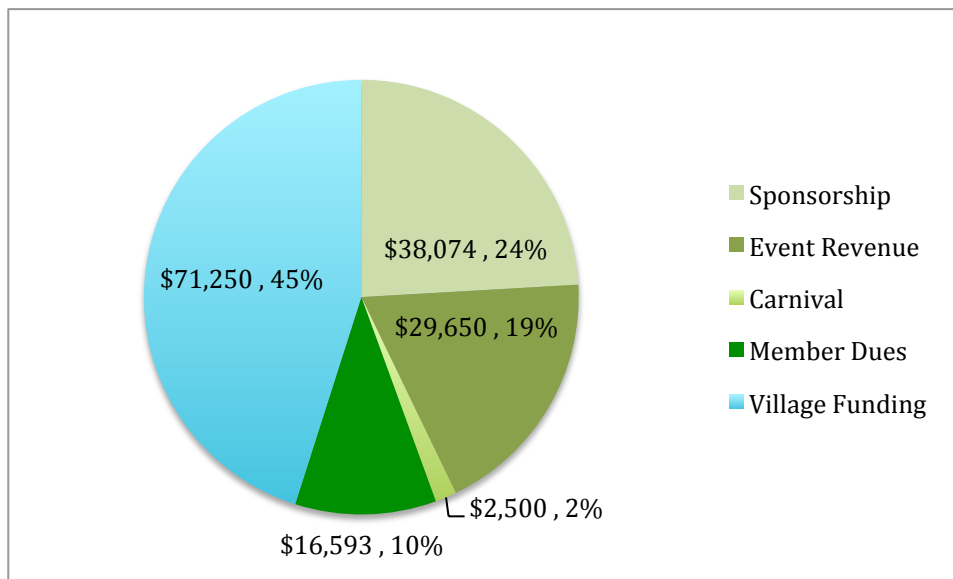
The Alliance of Downtown Glen Ellyn had a successful, productive year, executing on 10 events, increasing its membership, delivering on projected financial results and collaborating well with partner organizations.

Financial Performance:

Overall, the Alliance of Downtown Glen Ellyn had significant financial accomplishments. Particular attention was paid to budgeting events to breakeven or being profitable. A focused sponsorship program was continued so that moving forward event costs are offset by sponsorship dollars. The Alliance also executed the second year in partnership with the Village of Glen Ellyn for Jazz Up Glen Ellyn. Below are some highlighted achievements:

- Membership remained strong with 75 members in 2017.
- Budgeted surplus of \$3653 from planned events; 5% over 2016 forecast. (please note Jazz Up Glen Ellyn financial impact)
- Planned and executed second year Jazz Up Glen Ellyn with over 4500 in attendance and rave reviews.
- Raised Sponsorship dollars of \$38,074; 29% increase over 2016

2017 Revenue Sources



*Financial summary spreadsheet attached

Business Recruitment and Retention:

- 75 members joined in the Fiscal Year
- New Alliance Members include: Edie, Stam, Blonde Boutique, Rodd + Gunn, Maize + Mash

- Continued our joint membership recruitment program with discounts available for joining both Chamber and Alliance

Marketing and Communication:

- Shopper's Newsletter was distributed to 1304 opt-in members monthly and increased by 15% due to automatic onboarding from online ticket sales via ticketing system.
- The Alliance Member Newsletter is distributed as a recap of all member meetings that take place 3rd Wednesday of each month.
- A quarterly performance report is prepared and submitted to Village leadership.
- Consistent Facebook postings resulted in 2417 followers; a 12% increase for the year.
- E-blasts were sent corresponding with events. We continue with strong open rates (25%)

Partnerships and Downtown Promotion

- We continue to enhance our partnerships through execution of continuing and new events with the Chamber of Commerce, Glen Ellyn Public Library, COD, and the Glen Ellyn Park District
- Suburban News and our public relations contacts continue to eagerly accept and promote our press releases regarding events and business openings
- Kiosks in Downtown, including the train station, continue to be updated once a year with updated directory. We also create a bookmark with the Destination Events highlighted from several organizations.
- We continue to be involved with the "Marketing Masterminds" who include School District 41, Glen Ellyn Public Library, appointed Village personnel, and the GE Park District to find opportunities for cross marketing and sharing ideas.
- The Alliance continues to work with Public Works and Smith Brothers Snow Removal to keep the Downtown sidewalks clear for our customers and residents, as they visit our shops and dine in our restaurants.

Summary:

The Alliance of Downtown Glen Ellyn is a financially healthy, fiscally responsible, growing organization focused on its objectives and its members. In 2018 the Alliance's goals include growing membership involvement in committees, improving event performance for members and exploring new events that would help the town prosper, continuing to demonstrate sound and transparent financial management, and strengthening partnerships with all constituents. The Alliance appreciates the support it receives both financially and otherwise from the Village of Glen Ellyn.

* \$10,630 in unallocated sponsorship dollars set aside for Jazz Up 2019

Revenue and Expense Summary				2017 APPROVED BUDGET	2017 ACTUAL TO DATE
Member Dues	\$ 20,000	80	Members	250	\$ 16,593 74
Village Funding	\$ 71,250				\$ 71,250
Snow Removal Funding	\$ 18,000				\$ 18,000
Event Revenue	\$ 63,441				\$ 57,094
					\$ -
Revenue Total  \$ 172,691					\$ 162,937
Website Management, Content &	\$ 12,000		Hosting, functionality and content creation		\$ 9,000
Marketing Collateral	\$ 5,000		Open Flags, directories, kiosk signs, etc		\$ 4,109 (incl intern)
Executive Director	\$ 66,528	61,800	7.650%		\$ 65,450
Payroll Process Fees	\$ 760				\$ 597
Ex Dir Cell Phone	\$ 1,320				\$ 1,320
Liability Insurance	\$ 2,000				\$ 1,983
Snow Removal	\$ 18,000				\$ 18,000
Accounting Fees	\$ 500				\$ 300
Other/Misc.	\$ 300		Office sup (post box, postage, misc)		\$ 217
Event Expenses	\$ 58,122				\$ 49,938
Expense Total \$ 164,530					\$ 150,914
Surplus/(Deficit) \$ 8,161					
Weather Reserve \$ 5,000					
Net Surplus/(Deficit) \$ 3,161					



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Presentation
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3352)

DOC ID: 3352

**The Fourth of July Committee will present this years festivities for
the holiday weekend.**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Angela Andrianopoulos
Category: Proclamation
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3347)

DOC ID: 3347

Proclamation in recognition of Emergency Medical Service Week 2018.

ATTACHMENTS:

- EMS Week May 20-28 2018 (PDF)



Proclamation

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those who experience sudden illness or injury; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others;

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, I, DIANE MCGINLEY, President of the Village of Glen Ellyn, Illinois, in recognition of this event do hereby proclaim the week of May 20-26, 2018, as Emergency Medical Services Week, and encourage the community to observe this week with appropriate programs, ceremonies and activities.

VILLAGE PRESIDENT
ATTEST:

VILLAGE CLERK

DATE



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Proclamation
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3346)

DOC ID: 3346

Proclamation in recognition of National Public Works Week 2018.

ATTACHMENTS:

- Public Works Week 2018 (PDF)



Proclamation

WHEREAS, the Public Works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers and employees, who are responsible for the abundant supply of good quality drinking water, excellent wastewater treatment facilities, an extensive local road system, and an award winning forestry program; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of Public Works systems and programs such as water, sewers, streets, forestry, and snow removal; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, construction, operation, and maintenance, are vitally dependent upon the efforts and skills of qualified and dedicated personnel.

NOW, THEREFORE, I, DIANE MCGINLEY, President of the Village of Glen Ellyn, do proclaim the week of May 20-26, 2018, National Public Works Week in the Village of Glen Ellyn and call upon all citizens to recognize the contributions which Public Works staff and officials make to our community.

VILLAGE PRESIDENT
ATTEST:

VILLAGE CLERK

DATE



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Vouchers
Prepared By: Lori Thomas

SCHEDULED

AGENDA ITEM (ID # 3329)

DOC ID: 3329

Total Expenditures (Payroll and Vouchers) - \$1,629,149.37. The vouchers have been reviewed by Trustee Senak and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

ATTACHMENTS:

- Vouchers 2018-05-29 (PDF)

**Approval of Vouchers
For the Village Board Meeting of May 29, 2018**

EXPENDITURES:

Accounts Payable Warrant 0518-2	5/11/2018	\$702,110.86
Accounts Payable Warrant 0518-3	5/18/2018	\$289,452.36
Accounts Payable Warrant 0518-4	5/18/2018	\$126,117.00
Sub-Total		\$1,117,680.22

Warrant Total \$ 1,117,680.22

PAYROLL EXPENDITURES**May 11, 2018**

Net Employee Payroll Checks	\$	321,420.58		
<u>Employee & Employer Payroll Deductions:</u>				
Employee Deductions*	\$	139,360.01		
IMRF - Employer contribution	\$	24,781.67		
Social Security/Medicare Tax Withheld - Employer portion	\$	25,906.89		
Total Payroll	\$	511,469.15	\$	-
			\$	511,469.15
GRAND TOTAL				\$1,629,149.37

* Employee deductions include contributions for pensions, health insurance, union dues and other employee directed deductions such as tax withholdings, 457 & 125 plan contributions and supplemental life insurance.

05/18/2018 15:37
lthomasVILLAGE OF GLEN ELLYN
VENDOR INVOICE LISTP
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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
11119 536 CRESCENT BUILDING, LLC										
87467	20180028	05/18/2018		0518-3	230868	15,000.00	05/18/2018	INV	PD	FACADE AWARD
INVOICE:51818		CHECKDATE:05/18/2018								
2021 A-RELIABLE PRINTING										
87095		04/25/2018		0518-2	230750	355.00	05/08/2018	INV	PD	PRINTING
INVOICE:20824		CHECKDATE:05/11/2018								
87136		05/01/2018		0518-2	230750	69.40	05/10/2018	INV	PD	PRINTING
INVOICE:20847		CHECKDATE:05/11/2018								
87300		05/09/2018		0518-3	230869	295.00	05/16/2018	INV	PD	PRINTING
INVOICE:20868		CHECKDATE:05/18/2018								
						719.40				
3188 ABSOLUTE SERVICE, INC.										
87141		05/04/2018		0518-2	230751	850.00	05/10/2018	INV	PD	IRRIGATION PUMP TESTING
INVOICE:4943		CHECKDATE:05/11/2018								
5955 WILLIAM J TENUTA										
87297		05/02/2018		0518-3	230870	648.00	05/16/2018	INV	PD	HORSE TROUGH REPAIRS
INVOICE:51618		CHECKDATE:05/18/2018								
13 ACCURATE OFFICE SUPPLY CO.										
87379		05/04/2018		0518-3	230871	16.87	05/17/2018	INV	PD	HONOR PATCH
INVOICE:441637		CHECKDATE:05/18/2018								
8181 MWSTAR WASTE HOLDINGS CORPORATION										
87298		04/30/2018		0518-3	230872	1,468.48	05/16/2018	INV	PD	TB000191 0418
INVOICE:TB0000016498		CHECKDATE:05/18/2018								
11100 AEI ILLINOIS LLC										
87235		05/10/2018		0518-2	230752	56.92	05/10/2018	INV	PD	WATER REFUND 113940
INVOICE:87235		CHECKDATE:05/11/2018								
5574 AFTERMATH, INC.										
87089		04/26/2018		0518-2	230753	105.00	05/08/2018	INV	PD	BIO-HAZARD CLEAN UP
INVOICE:JC2018-9927		CHECKDATE:05/11/2018								
87088		04/26/2018		0518-2	230753	45.00	05/08/2018	INV	PD	BIO-HAZARD CLEAN UP
INVOICE:JC2018-9928		CHECKDATE:05/11/2018								
						150.00				
11094 ALDI, INC										
87139		05/08/2018		0518-2	230754	1,069.95	05/10/2018	INV	PD	P & D DEPOSIT REFUND
INVOICE:16.0022		CHECKDATE:05/11/2018								
28 ALEXANDER EQUIPMENT CO INC										



05/18/2018 15:37
lthomas

VILLAGE OF GLEN ELLYN
VENDOR INVOICE LIST

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87296 INVOICE:143513		05/07/2018		0518-3	230873	243.86	05/16/2018	INV	PD	GATOR LINE, OIL
87295 INVOICE:143608		05/09/2018		0518-3	230873	184.96	05/16/2018	INV	PD	HAND HELD BLOWER
						428.82				
4204 PLOTE CONSTRUCTION INC.										
87299 INVOICE:214667		05/05/2018		0518-3	230874	121.03	05/16/2018	INV	PD	ASPHALT MATERIAL
9030 AMERICAN HIGHWAY PRODUCTS, LTD										
87093 INVOICE:26480		04/25/2018		0518-2	230755	137.06	05/08/2018	INV	PD	SEWER LID SEAL KITS
51 ANCEL, GLINK, DIAMOND, BUSH, DICIANNI &										
87292 INVOICE:3146324-0418		05/09/2018		0518-3	230875	2,145.00	05/16/2018	INV	PD	LEGAL SERVICES
52 SOUTH WEST INDUSTRIES INC										
87294 INVOICE:223366		05/01/2018		0518-3	230876	204.97	05/16/2018	INV	PD	MAINTENANCE MAY 2018
10850 ANGELO GELATO ITALIANO, INC										
87140 INVOICE:141522		05/02/2018		0518-2	230756	108.00	05/10/2018	INV	PD	FOOD RESALE
2959 APWA CHICAGO METRO CHAPTER C/O										
87137 INVOICE:51018		05/07/2018		0518-2	230757	60.00	05/10/2018	INV	PD	LOADER COMPETITION EVENT
10480 ARAMARK UNIFORM & CAREER APPAREL GROUP, INC										
87378 INVOICE:2081532462		05/01/2018		0518-3	230877	563.94	05/17/2018	INV	PD	LINEN SERVICE
58 ARMBRUST PLUMBING, HEATING, & AIR, INC.										
87092 INVOICE:104100		04/09/2018		0518-2	230758	291.93	05/08/2018	INV	PD	TOILET REPAIR FS #2
87091 INVOICE:104378		04/20/2018		0518-2	230758	209.00	05/08/2018	INV	PD	BACKFLOW DEVICE TESTING-PD
						500.93				
65 AT&T										
87293 INVOICE:51618		05/04/2018		0518-3	230878	95.60	05/16/2018	INV	PD	152796430 0518
87094		04/19/2018		0518-2	230759	216.40	05/08/2018	INV	PD	630 469-0560 865 9 0418

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VENDOR INVOICE LISTP
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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:630469056004-8		CHECKDATE:05/11/2018								
11085 KATHRYN J ATWOOD						312.00				
87090		05/08/2018		0518-2	230760	250.00	05/08/2018	INV	PD	GLEN ELLYN FUND PROMOTION
INVOICE:50818		CHECKDATE:05/11/2018								
5034 AZAVAR AUDIT SOLUTIONS, INC.										
87087		05/01/2018		0518-2	230761	33.60	05/08/2018	INV	PD	UTILITY TAX AUDIT MAY 2018
INVOICE:14336		CHECKDATE:05/11/2018								
11107 DAVID BAER										
87278		05/10/2018		0518-2	230762	2,565.00	05/10/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:TXR051018		CHECKDATE:05/11/2018								
11102 T BATEMAN G SCHEURELL										
87238		05/10/2018		0518-2	230763	131.50	05/10/2018	INV	PD	WATER REFUND 320370
INVOICE:87238		CHECKDATE:05/11/2018								
11011 NANCY BAUER										
87289		05/10/2018		0518-2	230764	1,000.00	05/10/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:20172086		CHECKDATE:05/11/2018								
82 BELL FUELS, INC.										
87145		05/04/2018		0518-2	230765	2,142.79	05/10/2018	INV	PD	LINKS FUEL
INVOICE:269927		CHECKDATE:05/11/2018								
87144		05/04/2018		0518-2	230765	737.29	05/10/2018	INV	PD	LINKS FUEL
INVOICE:269928		CHECKDATE:05/11/2018								
						2,880.08				
10010 BELLA BREW COFFEE & BEVERAGE CO										
87143		03/19/2018		0518-2	230766	22.06	05/10/2018	INV	PD	BEVERAGE RESALE
INVOICE:103358		CHECKDATE:05/11/2018								
87142		05/01/2018		0518-2	230766	99.60	05/10/2018	INV	PD	BEVERAGE RESALE
INVOICE:67589		CHECKDATE:05/11/2018								
87382		05/15/2018		0518-3	230879	176.96	05/17/2018	INV	PD	BEVERAGE RESALE
INVOICE:68305		CHECKDATE:05/18/2018								
						298.62				
11116 BIG TIME CONSTRUCTION										
87301		05/09/2018		0518-3	230880	60.00	05/16/2018	INV	PD	PERMIT OVERPAYMENT
INVOICE:51618		CHECKDATE:05/18/2018								
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC										
87380		04/26/2018		0518-3	230881	1,078.65	05/17/2018	INV	PD	BEVERAGE RESALE
INVOICE:328093972		CHECKDATE:05/18/2018								



05/18/2018 15:37
lthomas

VILLAGE OF GLEN ELLYN
VENDOR INVOICE LIST

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87381 INVOICE:328169534		05/03/2018		0518-3	230881	666.14	05/17/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
						1,744.79				
10004 JEFF/LAURA BROWN										
87096 INVOICE:SWR050818		05/03/2018		0518-2	230767	2,005.00	05/08/2018	INV	PD	SEWER REPAIR COST SHARE
				CHECKDATE:05/11/2018						
11108 JENNIFER BURKE										
87279 INVOICE:TXR051018		05/10/2018		0518-2	230768	1,245.00	05/10/2018	INV	PD	TRANSFER TAX REFUND
				CHECKDATE:05/11/2018						
120 CANON SOLUTIONS AMERICA, INC										
87152 INVOICE:4025840185		05/01/2018		0518-2	230769	32.38	05/10/2018	INV	PD	COPIER IRADV8295 MAINT
				CHECKDATE:05/11/2018						
10359 CBS RADIO, INC										
87167 INVOICE:893045-1		04/29/2018		0518-2	230770	1,125.00	05/10/2018	INV	PD	ADVERTISING
				CHECKDATE:05/11/2018						
135 TRANZONIC COMPANIES										
87306 INVOICE:IN02089229		05/07/2018		0518-3	230882	338.83	05/16/2018	INV	PD	WIPES
				CHECKDATE:05/18/2018						
137 CDW GOVERNMENT, INC.										
87391 INVOICE:MPR1585		05/03/2018		0518-3	230883	314.45	05/17/2018	INV	PD	MS OFFICE
				CHECKDATE:05/18/2018						
10638 CELLEBRITE INC										
87393 INVOICE:Q-39513-1		05/08/2018		0518-3	230884	3,400.00	05/17/2018	INV	PD	ANNUAL FORENSIC SOFTWARE
				CHECKDATE:05/18/2018						
147 CHICAGO DISTRICT GOLF ASSN.										
87160 INVOICE:2138-172		05/04/2018		0518-2	230771	805.00	05/10/2018	INV	PD	HANDICAP FEES
				CHECKDATE:05/11/2018						
8502 NEW CHICAGO WHOLESALE BAKERY, INC										
87161 INVOICE:348924		04/27/2018		0518-2	230772	87.75	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87162 INVOICE:349124		05/05/2018		0518-2	230772	101.75	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87386 INVOICE:349276		05/11/2018		0518-3	230885	15.99	05/17/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/18/2018						
						205.49				
11109 CHICAGO LAND AGENCY SERVICES INC										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87280 INVOICE:51018		05/10/2018		0518-2	230773	50.00	05/10/2018	INV	PD	CLEARWATER INSPECTION OVERPAYM
			CHECKDATE:05/11/2018							
5431 CHICAGO METROPOLITAN FIRE PREVENTION CO.										
87304 INVOICE:IN00185002		04/30/2018		0518-3	230886	493.00	05/16/2018	INV	PD	SPRINKLER SYSTEM SERVICE CALL
			CHECKDATE:05/18/2018							
151 CHICAGO TRIBUNE										
87305 INVOICE:3563508		04/02/2018		0518-3	230887	1,100.00	05/16/2018	INV	PD	ADVERTISING
			CHECKDATE:05/18/2018							
1076 CINTAS CORPORATION NO 2										
87318 INVOICE:23K112416		05/02/2018		0518-3	230890	70.42	05/16/2018	INV	PD	MAT, TOWEL SERVICE
			CHECKDATE:05/18/2018							
87387 INVOICE:5010647335		05/02/2018		0518-3	230888	180.04	05/17/2018	INV	PD	FIRST AID SUPPLIES
			CHECKDATE:05/18/2018							
87388 INVOICE:769415994		04/27/2018		0518-3	230889	915.19	05/17/2018	INV	PD	CUSTODIAL SUPPLIES
			CHECKDATE:05/18/2018							
87389 INVOICE:769420841		05/07/2018		0518-3	230889	92.87	05/17/2018	INV	PD	CUSTODIAL SUPPLIES
			CHECKDATE:05/18/2018							
						1,258.52				
10506 C WILLIAM WHITNEY										
87153 INVOICE:1437		01/24/2018		0518-2	230774	508.00	05/10/2018	INV	PD	HONEY BEES
			CHECKDATE:05/11/2018							
11080 CITYWIDE TITLE CORP										
87281 INVOICE:51018		05/10/2018		0518-2	230775	50.00	05/10/2018	INV	PD	CLEARWATER INSPECTION OVERPAYM
			CHECKDATE:05/11/2018							
8032 PRO-SHOPKEEPER COMPUTER SOFTWARE CO, INC										
87146 INVOICE:401804250005		04/25/2018		0518-2	230776	375.00	05/10/2018	INV	PD	PROGRAMMING
			CHECKDATE:05/11/2018							
7273 CMS COMMUNICATIONS, INC.										
87392 INVOICE:1703273		05/09/2018		0518-3	230891	418.12	05/17/2018	INV	PD	ADD'L VOICEMAIL BOXES
			CHECKDATE:05/18/2018							
172 COLLEGE OF DUPAGE										
87394 INVOICE:4816395		05/11/2018		0518-3	230892	490.70	05/17/2018	INV	PD	RANGE TRAINING
			CHECKDATE:05/18/2018							
175 COMMONWEALTH EDISON COMPANY										
87154 INVOICE:87154		04/13/2018		0518-2	230777	4,413.33	05/10/2018	INV	PD	2943055045 0418
			CHECKDATE:05/11/2018							



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87302		05/09/2018		0518-3	230893	45.07	05/16/2018	INV	PD	7163762013 0518
INVOICE:87302				CHECKDATE:05/18/2018						
87303		04/10/2018		0518-3	230893	526.87	05/16/2018	INV	PD	3965055040 0418
INVOICE:87303				CHECKDATE:05/18/2018						
87307		05/08/2018		0518-3	230893	103.68	05/16/2018	INV	PD	7584020116 0518
INVOICE:87307				CHECKDATE:05/18/2018						
87308		04/10/2018		0518-3	230893	1,003.20	05/16/2018	INV	PD	5373072000 0418
INVOICE:87308				CHECKDATE:05/18/2018						
87309		04/11/2018		0518-3	230893	91.09	05/16/2018	INV	PD	0213156104 0418
INVOICE:87309				CHECKDATE:05/18/2018						
87310		04/11/2018		0518-3	230893	899.68	05/16/2018	INV	PD	0018071031 0418
INVOICE:87310				CHECKDATE:05/18/2018						
87311		04/11/2018		0518-3	230893	104.50	05/16/2018	INV	PD	5897103011 0418
INVOICE:87311				CHECKDATE:05/18/2018						
87312		04/11/2018		0518-3	230893	71.52	05/16/2018	INV	PD	2781170010 0418
INVOICE:87312				CHECKDATE:05/18/2018						
87313		04/11/2018		0518-3	230893	78.45	05/16/2018	INV	PD	4593032014 0418
INVOICE:87313				CHECKDATE:05/18/2018						
87314		04/12/2018		0518-3	230893	33.64	05/16/2018	INV	PD	1773149091 0418
INVOICE:87314				CHECKDATE:05/18/2018						
87315		04/12/2018		0518-3	230893	117.64	05/16/2018	INV	PD	2215042016 0418
INVOICE:87315				CHECKDATE:05/18/2018						
87316		04/09/2018		0518-3	230893	102.91	05/16/2018	INV	PD	2493106006 0418
INVOICE:87316				CHECKDATE:05/18/2018						
87476		04/06/2018		0518-3	230893	183.69	04/06/2018	INV	PD	3441094009 0418
INVOICE:87476				CHECKDATE:05/18/2018						
						7,775.27				
10373 HISTORIC PALM LLC										
87390	20180005	05/01/2018		0518-3	230894	2,614.99	05/17/2018	INV	PD	LINKS CUSTODIAL SERVICES
INVOICE:56519				CHECKDATE:05/18/2018						
9021 COMPLETE FENCE										
87097		04/24/2018		0518-2	230778	2,325.00	05/08/2018	INV	PD	FENCE REPAIR 555 CRESCENT
INVOICE:47417				CHECKDATE:05/11/2018						
10952 CONSUMERS PACKING COMPANY										
87149		04/26/2018		0518-2	230779	727.41	05/10/2018	INV	PD	FOOD RESALE
INVOICE:339909				CHECKDATE:05/11/2018						
87148		04/30/2018		0518-2	230779	633.31	05/10/2018	INV	PD	FOOD RESALE
INVOICE:340031				CHECKDATE:05/11/2018						
87147		05/01/2018		0518-2	230779	291.34	05/10/2018	INV	PD	FOOD RESALE
INVOICE:340100				CHECKDATE:05/11/2018						
87151		05/03/2018		0518-2	230779	1,279.56	05/10/2018	INV	PD	FOOD RESALE
INVOICE:340168				CHECKDATE:05/11/2018						
87150		05/07/2018		0518-2	230779	1,068.57	05/10/2018	INV	PD	FOOD RESALE
INVOICE:340261				CHECKDATE:05/11/2018						
87384		05/10/2018		0518-3	230895	2,079.76	05/17/2018	INV	PD	FOOD RESALE
INVOICE:340422				CHECKDATE:05/18/2018						
87385		05/11/2018		0518-3	230895	75.00	05/17/2018	INV	PD	FOOD RESALE
INVOICE:340474				CHECKDATE:05/18/2018						
87383		05/14/2018		0518-3	230895	760.83	05/17/2018	INV	PD	FOOD RESALE

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:340514										
										CHECKDATE:05/18/2018
						6,915.78				
										11099 CORLISS ASSET MANAGEMENT INC
87234		05/10/2018		0518-2	230780	8.52	05/10/2018	INV	PD	WATER REFUND 221860
INVOICE:87234										CHECKDATE:05/11/2018
										3037 COZZINI BROS INC.
87155		04/25/2018		0518-2	230781	26.00	05/10/2018	INV	PD	KNIFE SERVICE
INVOICE:C4992111										CHECKDATE:05/11/2018
87156		05/02/2018		0518-2	230781	26.00	05/10/2018	INV	PD	KNIFE SERVICE
INVOICE:C5021177										CHECKDATE:05/11/2018
87157		05/09/2018		0518-2	230781	26.00	05/10/2018	INV	PD	KNIFE SERVICE
INVOICE:C5049391										CHECKDATE:05/11/2018
						78.00				
										5206 TAYKIT INC
87158		05/03/2018		0518-2	230782	4,406.00	05/10/2018	INV	PD	YARDAGE BOOKS
INVOICE:5031801										CHECKDATE:05/11/2018
87159		05/03/2018		0518-2	230782	1,793.00	05/10/2018	INV	PD	9 HOLE SCORECARDS
INVOICE:5031802										CHECKDATE:05/11/2018
						6,199.00				
										10946 DARIN RYAN
87165	20170085	05/01/2018		0518-2	230783	7,203.00	05/10/2018	INV	PD	FORESTRY WORK
INVOICE:4036										CHECKDATE:05/11/2018
										11110 TIM DAHM
87282		05/10/2018		0518-2	230784	17.00	05/10/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE:VR051018										CHECKDATE:05/11/2018
										204 DAILY HERALD
87100		04/13/2018		0518-2	230785	89.70	05/08/2018	INV	PD	STREET RESURFACING NOTICE
INVOICE:T4497976										CHECKDATE:05/11/2018
87320		04/23/2018		0518-3	230896	105.80	05/16/2018	INV	PD	30 VALLEY ANNEXATION NOTICE
INVOICE:T4498543										CHECKDATE:05/18/2018
87101		04/20/2018		0518-2	230785	73.60	05/08/2018	INV	PD	SIDEWALK NOTICE
INVOICE:T4498544										CHECKDATE:05/11/2018
						269.10				
										11086 SEAN DOLAN
87103		05/04/2018		0518-2	230786	975.00	05/08/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:TXR050818										CHECKDATE:05/11/2018
										11092 EDWARD DOOLEY
87102		05/04/2018		0518-2	230787	1,000.00	05/08/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:20172186										CHECKDATE:05/11/2018

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
11103	LADD DUDA									
87239		05/10/2018		0518-2	230788	27.07	05/10/2018	INV	PD	WATER REFUND 130510
INVOICE:87239		CHECKDATE:05/11/2018								
7735	KYLE DUFFIE									
87098		04/24/2018		0518-2	230789	343.99	05/08/2018	INV	PD	UNIFORM REIMBURSEMENT
INVOICE:ER050818		CHECKDATE:05/11/2018								
243	DUMEG									
87164		03/14/2018		0518-2	230790	20,800.00	05/10/2018	INV	PD	ANNUAL CONTRIBUTION
INVOICE:51018		CHECKDATE:05/11/2018								
9549	DUNBAR ARMORED INC									
87163		05/01/2018		0518-2	230791	311.06	05/10/2018	INV	PD	BANK COURIER
INVOICE:4195353		CHECKDATE:05/11/2018								
249	DUPAGE COUNTY									
87099		04/27/2018		0518-2	230792	109.50	05/08/2018	INV	PD	RECORDING
INVOICE:201804270110		CHECKDATE:05/11/2018								
87319		04/27/2018		0518-3	230897	152.00	05/16/2018	INV	PD	RECORDINGS
INVOICE:201804270121		CHECKDATE:05/18/2018								
						261.50				
8854	KEITH DUVAL									
87395		05/11/2018		0518-3	230898	20.00	05/17/2018	INV	PD	TRAVEL REIMBURSEMENT
INVOICE:ER051718		CHECKDATE:05/18/2018								
11087	ECHO BUILDERS, LLC									
87104		05/04/2018		0518-2	230793	3,000.00	05/08/2018	INV	PD	RESTORATION DEPOSIT REFUND
INVOICE:20160997		CHECKDATE:05/11/2018								
11111	JEFF/KATHY ENGELSMAN									
87283		05/10/2018		0518-2	230794	70.00	05/10/2018	INV	PD	VEHICLE STICKER REFUND
INVOICE:VR051018		CHECKDATE:05/11/2018								
291	EUCLID BEVERAGE, LTD									
87396		04/26/2018		0518-3	230899	1,543.35	05/17/2018	INV	PD	BEVERAGE RESALE
INVOICE:W-3293070		CHECKDATE:05/18/2018								
11095	GARY EVENSEN									
87166		05/01/2018		0518-2	230795	180.00	05/10/2018	INV	PD	BUSINESS REGISTRATION OVERPAYM
INVOICE:51018		CHECKDATE:05/11/2018								
2017	ELLIOTT AUTO SUPPLY COMPANY, INC									



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87326		05/04/2018		0518-3	230900	175.26	05/16/2018	INV	PD	BRAKE PARTS
INVOICE:50-1995761		CHECKDATE:05/18/2018								
87327		05/04/2018		0518-3	230900	204.26	05/16/2018	INV	PD	AIR FILTERS, BRAKE PARTS
INVOICE:61-390523		CHECKDATE:05/18/2018								
						379.52				
1726 BRIDGESTONE RETAIL OPERATIONS, LLC										
87324		05/04/2018		0518-3	230901	523.36	05/16/2018	INV	PD	TIRES
INVOICE:257090		CHECKDATE:05/18/2018								
310 FLAGS USA INC.										
87321		04/27/2018		0518-3	230902	570.00	05/16/2018	INV	PD	US FLAGS
INVOICE:70329		CHECKDATE:05/18/2018								
87322		04/27/2018		0518-3	230902	960.00	05/16/2018	INV	PD	FLAGPOLES
INVOICE:70330		CHECKDATE:05/18/2018								
87168		04/27/2018		0518-2	230796	570.00	05/10/2018	INV	PD	US FLAGS
INVOICE:70331		CHECKDATE:05/11/2018								
87323		05/08/2018		0518-3	230902	285.00	05/16/2018	INV	PD	US FLAGS
INVOICE:70475		CHECKDATE:05/18/2018								
						2,385.00				
311 THE TERRAMAR GROUP, INC										
87325		04/25/2018		0518-3	230903	140.20	05/16/2018	INV	PD	ANTENNA #1T62
INVOICE:70192		CHECKDATE:05/18/2018								
10598 FLUORECYCLE, INC										
87105		05/02/2018		0518-2	230797	331.23	05/08/2018	INV	PD	RECYCLING EVENT
INVOICE:41275		CHECKDATE:05/11/2018								
8444 GALCO INDUSTRIAL ELECTRONICS, INC										
87106		04/06/2018		0518-2	230798	118.69	05/08/2018	INV	PD	RELAYS
INVOICE:X00060301		CHECKDATE:05/11/2018								
1180 GLEN ELLYN PARK DISTRICT										
87171		05/08/2018		0518-2	230799	458.00	05/10/2018	INV	PD	P & D DEPOSIT REFUND
INVOICE:15.0013		CHECKDATE:05/11/2018								
922 VILLAGE OF GLEN ELLYN										
120495-155		05/01/2018		0518-3	20463	174.10	05/11/2018	DIR	PD	120495 WATER BILL
INVOICE:120495-157		CHECKDATE:05/17/2018								
121350-158		05/01/2018		0518-3	20464	33.34	05/11/2018	DIR	PD	121350 WATER BILL
INVOICE:121350-159		CHECKDATE:05/17/2018								
122670-158		05/01/2018		0518-3	20465	41.20	05/11/2018	DIR	PD	122670 WATER BILL
INVOICE:122670-159		CHECKDATE:05/17/2018								
4709549		05/01/2018		0518-3	20466	19.86	05/11/2018	DIR	PD	122675 WATER
INVOICE:122675-83		CHECKDATE:05/17/2018								
127680-160		05/01/2018		0518-3	20467	19.86	05/11/2018	DIR	PD	127680 WATER BILL



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE	NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:127680-161			CHECKDATE:05/17/2018								
6348331		05/01/2018		0518-3	20468	41.14	05/11/2018	DIR	PD	132570	WATER BILL
INVOICE:132570-31			CHECKDATE:05/17/2018								
140210-156		05/01/2018		0518-3	20469	19.86	05/11/2018	DIR	PD	140210	WATER BILL
INVOICE:140210-157			CHECKDATE:05/17/2018								
140220-158		05/01/2018		0518-3	20470	19.86	05/11/2018	DIR	PD	140220	WATER BILL
INVOICE:140220-159			CHECKDATE:05/17/2018								
140250-157		05/01/2018		0518-3	20471	71.44	05/11/2018	DIR	PD	140250	WATER BILL
INVOICE:140250-158			CHECKDATE:05/17/2018								
315090-156		05/01/2018		0518-3	20472	267.35	05/11/2018	DIR	PD	315090	WATER BILL
INVOICE:315090-157			CHECKDATE:05/17/2018								
315215-136		05/01/2018		0518-3	20473	19.86	05/11/2018	DIR	PD	315215	WATER BILL
INVOICE:315215-137			CHECKDATE:05/17/2018								
410010-157		05/01/2018		0518-3	20478	328.09	05/11/2018	DIR	PD	410010	WATER BILL
INVOICE:410010-158			CHECKDATE:05/17/2018								
411170-146		05/01/2018		0518-3	20474	36.50	05/11/2018	DIR	PD	411170	WATER BILL
INVOICE:411170-147			CHECKDATE:05/17/2018								
413030-153		05/01/2018		0518-3	20475	800.33	05/11/2018	DIR	PD	413030	WATER BILL
INVOICE:413030-154			CHECKDATE:05/17/2018								
7934810		05/01/2018		0518-3	20476	108.23	05/11/2018	DIR	PD	423765	WATER BILL
INVOICE:423765-11			CHECKDATE:05/17/2018								
423925-158		05/01/2018		0518-3	20477	71.44	05/11/2018	DIR	PD	423925	WATER BILL
INVOICE:423925-159			CHECKDATE:05/17/2018								
9692 LOUIS GLUNZ BEER, INC						2,072.46					
87397		05/03/2018		0518-3	230904	171.50	05/17/2018	INV	PD	BEVERAGE RESALE	
INVOICE:171370			CHECKDATE:05/18/2018								
929 W.W. GRAINGER INC											
87107		04/23/2018		0518-2	230800	466.40	05/08/2018	INV	PD	INDUSTRIAL CEILING FANS	
INVOICE:9766543731			CHECKDATE:05/11/2018								
370 GRAYBAR ELECTRIC COMPANY INC											
87169		04/24/2018		0518-2	230801	3,304.32	05/10/2018	INV	PD	STREET LIGHT CONTROL BOXES	
INVOICE:9303689565			CHECKDATE:05/11/2018								
10334 THE GREAT AMERICAN LANDSCAPING, INC											
87329		04/26/2018		0518-3	230905	1,250.00	05/16/2018	INV	PD	SKUNK CONTROL LANDSCAPING	
INVOICE:1334			CHECKDATE:05/18/2018								
10470 GCC MIDWEST, INC											
87170		01/29/2018		0518-2	230802	500.00	05/10/2018	INV	PD	FILM FEST SPONSORSHIP	
INVOICE:51018			CHECKDATE:05/11/2018								
5049 GROOT INDUSTRIES INC.											
87330		05/01/2018		0518-3	230906	103,308.83	05/16/2018	INV	PD	3107-31803 0518	REFUSE SERVICE
INVOICE:1753055			CHECKDATE:05/18/2018								

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9296 GUIDE BOOK PUBLISHING										
87398 INVOICE:51718		05/09/2018		0518-3	230907	1,025.00	05/17/2018	INV	PD	ADVERTISING
		CHECKDATE:05/18/2018								
2324 HARRIS MOTOR SPORTS, INC.										
87187 INVOICE:2-206363	20170055	04/30/2018		0518-2	230803	2,501.66	05/10/2018	INV	PD	YAMATRACK GPS SYSTEM
		CHECKDATE:05/11/2018								
11088 MICHAEL HARTIGAN										
87110 INVOICE:TXR050818		05/03/2018		0518-2	230804	2,145.00	05/08/2018	INV	PD	TRANSFER TAX REFUND
		CHECKDATE:05/11/2018								
9598 TMB ENTERPRISES LLC										
87407 INVOICE:682361		05/10/2018		0518-3	230908	491.89	05/17/2018	INV	PD	PRODUCT RESALE
		CHECKDATE:05/18/2018								
10954 VIA CARLITA LLC										
87328 INVOICE:104507C		05/02/2018		0518-3	230909	34.42	05/16/2018	INV	PD	AIR FILTER #232
		CHECKDATE:05/18/2018								
2030 HBK WATER METER SERVICE, INC.										
87332 INVOICE:180279		04/27/2018		0518-3	230910	882.47	05/16/2018	INV	PD	METER TESTING, REPAIR
		CHECKDATE:05/18/2018								
3921 BRETT & LISA HEPNER										
87109 INVOICE:VR050818		05/03/2018		0518-2	230805	25.00	05/08/2018	INV	PD	VEHICLE STICKER REFUND
		CHECKDATE:05/11/2018								
10562 HERITAGE WINE CELLARS LTD										
87406 INVOICE:1345916		04/26/2018		0518-3	230911	396.00	05/17/2018	INV	PD	BEVERAGE RESALE
		CHECKDATE:05/18/2018								
6405 HIGHLAND BAKING CO										
87178 INVOICE:1679870		04/26/2018		0518-2	230806	78.98	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87177 INVOICE:1680893		04/27/2018		0518-2	230806	75.42	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87176 INVOICE:1681937		04/28/2018		0518-2	230806	101.37	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87175 INVOICE:1682646		04/29/2018		0518-2	230806	89.14	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87174 INVOICE:1682908		04/30/2018		0518-2	230806	114.09	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87181 INVOICE:1684391		05/01/2018		0518-2	230806	190.18	05/10/2018	INV	PD	FOOD RESALE
		CHECKDATE:05/11/2018								
87173		05/02/2018		0518-2	230806	88.44	05/10/2018	INV	PD	FOOD RESALE

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:1685466			CHECKDATE:05/11/2018							
87180		05/03/2018		0518-2	230806	80.57	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1686323			CHECKDATE:05/11/2018							
87179		05/04/2018		0518-2	230806	103.79	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1687582			CHECKDATE:05/11/2018							
87185		05/05/2018		0518-2	230806	153.06	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1688466			CHECKDATE:05/11/2018							
87184		05/06/2018		0518-2	230806	180.05	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1688901			CHECKDATE:05/11/2018							
87183		05/07/2018		0518-2	230806	167.41	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1689716			CHECKDATE:05/11/2018							
87182		05/09/2018		0518-2	230806	134.87	05/10/2018	INV	PD	FOOD RESALE
INVOICE:1691336			CHECKDATE:05/11/2018							
87405		05/10/2018		0518-3	230912	123.76	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1693005			CHECKDATE:05/18/2018							
87404		05/11/2018		0518-3	230912	59.72	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1694127			CHECKDATE:05/18/2018							
87403		05/12/2018		0518-3	230912	148.27	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1695243			CHECKDATE:05/18/2018							
87402		05/13/2018		0518-3	230912	39.75	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1695518			CHECKDATE:05/18/2018							
87401		05/14/2018		0518-3	230912	95.54	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1696304			CHECKDATE:05/18/2018							
87400		05/15/2018		0518-3	230912	98.80	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1697446			CHECKDATE:05/18/2018							
87399		05/15/2018		0518-3	230912	52.37	05/17/2018	INV	PD	FOOD RESALE
INVOICE:1697563			CHECKDATE:05/18/2018							
						2,175.58				
11112 ERICH HIRSCH										
87284		05/10/2018		0518-2	230807	50.00	05/10/2018	INV	PD	CLEARWATER INSPECTION OVERPAYM
INVOICE:51018			CHECKDATE:05/11/2018							
87285		05/10/2018		0518-2	230807	2,115.00	05/10/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:TXR051018			CHECKDATE:05/11/2018							
						2,165.00				
391 HORNUNGS GOLF PRODUCTS, INC.										
87172		04/30/2018		0518-2	230808	851.75	05/10/2018	INV	PD	CLUB REPAIR SUPPLIES
INVOICE:434194			CHECKDATE:05/11/2018							
8568 HOUSE OF GRAPHICS, INC										
87331		04/26/2018		0518-3	230913	2,547.75	05/16/2018	INV	PD	SPRING POSTCARD
INVOICE:1804085			CHECKDATE:05/18/2018							
5988 HR SIMPLIFIED										
87333		05/10/2018		0518-3	230914	133.15	05/16/2018	INV	PD	COBRA, FLEX NOTIFICATIONS
INVOICE:55865			CHECKDATE:05/18/2018							
1761 HUNDRED CLUB OF DUPAGE COUNTY										
87108		04/23/2018		0518-2	230809	1,500.00	05/08/2018	INV	PD	2 TABLES OFFICER OF THE YEAR

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:50818		CHECKDATE:05/11/2018								
11096 TED/JENNIFER IACCINO										
87188		05/08/2018		0518-2	230810	2,895.00	05/10/2018	INV	PD	TRANSFER TAX REFUND
INVOICE:TXR051018		CHECKDATE:05/11/2018								
1546 ILLINOIS DEPT. OF AGRICULTURE										
87335		05/08/2018		0518-3	230915	45.00	05/16/2018	INV	PD	GARCIA OPERATOR LICENSE
INVOICE:51618		CHECKDATE:05/18/2018								
87336		05/08/2018		0518-3	230915	60.00	05/16/2018	INV	PD	BROWN APPLICATOR LICENSE
INVOICE:51618-1		CHECKDATE:05/18/2018								
						105.00				
422 ILLINOIS SECRETARY OF STATE										
87408		05/10/2018		0518-3	230916	95.00	05/17/2018	INV	PD	TITLE VIN# 6677
INVOICE:51718		CHECKDATE:05/18/2018								
87409		05/10/2018		0518-3	230917	10.00	05/17/2018	INV	PD	NOTARY FEE-BJES
INVOICE:51718-1		CHECKDATE:05/18/2018								
						105.00				
426 ILLINOIS STATE POLICE										
87334		04/30/2018		0518-3	230918	54.00	05/16/2018	INV	PD	IL022090L, COST CTR 04654
INVOICE:51618		CHECKDATE:05/18/2018								
427 ILLINOIS STATE TREASURER										
87189		05/01/2018		0518-2	230811	3,510.00	05/10/2018	INV	PD	TRAFFIC SIGNAL MAINT
INVOICE:54226		CHECKDATE:05/11/2018								
900 UNIVERSITY OF ILLINOIS-GAR										
87459		04/27/2018		0518-3	230919	464.00	05/14/2018	INV	PD	TRAINING YAEGER
INVOICE:UPIN9190		CHECKDATE:05/18/2018								
10456 IMPACT NETWORKING, LLC										
87111		05/01/2018		0518-2	230812	335.00	05/08/2018	INV	PD	OFFICE SUPPLIES
INVOICE:1100435		CHECKDATE:05/11/2018								
10880 IIRTH SOLUTIONS LLC										
87337		05/01/2018		0518-3	230920	200.00	05/16/2018	INV	PD	JULIE TRACKING
INVOICE:SIR002014		CHECKDATE:05/18/2018								
1127 JAMES J BENES AND ASSOCIATES, INC.										
87410		04/30/2018		0518-3	230921	484.47	05/17/2018	INV	PD	PROFESSIONAL SERVICES
INVOICE:1115.072		CHECKDATE:05/18/2018								
7443 JATHEON TECHNOLOGIES										



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87464 INVOICE: INV-2435		05/01/2018 CHECKDATE: 05/18/2018		0518-3	230922	2,399.00	05/17/2018	INV	PD	EMAIL ARCHIVE SERVER ANNUAL RE
2284 JP MORGAN CHASE BANK										
87190 INVOICE: 27550		04/24/2018 CHECKDATE: 05/11/2018		0518-2	230813	34.01	05/10/2018	INV	PD	FILE #SB924228-11 SUBPOENA
10073 KIWANIS CLUB OF GLEN ELLYN-FOUNDATION										
87411 INVOICE: 52		05/09/2018 CHECKDATE: 05/18/2018		0518-3	230923	200.00	05/17/2018	INV	PD	ADVERTISING
612 KONICA MINOLTA BUSINESS SOLUTIONS INC										
87191 INVOICE: 356644609		04/30/2018 CHECKDATE: 05/11/2018		0518-2	230814	231.00	05/10/2018	INV	PD	COPIER C454E MAINT
1786 JENNIFER & CHRIS LARRABEE										
87112 INVOICE: VR050818		05/01/2018 CHECKDATE: 05/11/2018		0518-2	230815	70.00	05/08/2018	INV	PD	VEHICLE STICKER REFUND
9266 LAUTERBACH & AMEN, LLP										
87338 INVOICE: 28012	20180004	04/23/2018 CHECKDATE: 05/18/2018		0518-3	230924	29,000.00	05/16/2018	INV	PD	FY17 AUDIT SERVICES
8983 ANDREW WOOD INC										
87412 INVOICE: 402856		05/15/2018 CHECKDATE: 05/18/2018		0518-3	230925	1,750.00	05/17/2018	INV	PD	WEB SITE SERVICES
546 LEN'S ACE HARDWARE, INC.										
87290 INVOICE: 32918		03/31/2018 CHECKDATE: 05/18/2018		0518-3	230926	380.81	05/11/2018	INV	PD	332660 LINKS MARCH STATEMENT
87291 INVOICE: 43018		04/30/2018 CHECKDATE: 05/18/2018		0518-3	230927	565.84	05/11/2018	INV	PD	332660 LINKS APRIL STATEMENT
87466 INVOICE: 43018-1		04/30/2018 CHECKDATE: 05/18/2018		0518-3	230929	463.50	05/17/2018	INV	PD	332668 VILLAGE ACCT APRIL 2018
87465 INVOICE: 51818		03/31/2018 CHECKDATE: 05/18/2018		0518-3	230928	209.03	05/17/2018	INV	PD	332668 VILLAGE ACCT MARCH 2018
						1,619.18				
11083 MA RODRIGUEZ, BIG TREES, INC										
87113 INVOICE: 10562		04/26/2018 CHECKDATE: 05/11/2018		0518-2	230816	3,546.00	05/08/2018	INV	PD	ARBOR DAY TREE, DEMOS, MATHEWS
2977 MADISON GROUP CORP										
87236 INVOICE: 87236		05/10/2018 CHECKDATE: 05/11/2018		0518-2	230817	259.36	05/10/2018	INV	PD	WATER REFUND 210150



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
5750 NASAW/DOUGLASS & ASSOCIATES, LTD										
87339 INVOICE:281149	20170068	05/02/2018		0518-3	230930	8,952.26	05/16/2018	INV	PD	SEASONAL DECORATIONS
				CHECKDATE:05/18/2018						
588 MCMASTER-CARR SUPPLY CO										
87115 INVOICE:61611146		04/23/2018		0518-2	230818	16.88	05/08/2018	INV	PD	GENERATOR PLUG MATERIAL
				CHECKDATE:05/11/2018						
590 MEADE ELECTRIC COMPANY, INC.										
87343 INVOICE:680720		04/28/2018		0518-3	230931	222.27	05/16/2018	INV	PD	TRAFFIC SIGNAL MAINT
				CHECKDATE:05/18/2018						
87342 INVOICE:680721		04/28/2018		0518-3	230931	530.60	05/16/2018	INV	PD	TRAFFIC SIGNAL MAINT
				CHECKDATE:05/18/2018						
87341 INVOICE:680722		04/28/2018		0518-3	230931	1,019.71	05/16/2018	INV	PD	TRAFFIC SIGNAL MAINT
				CHECKDATE:05/18/2018						
						1,772.58				
595 MENARDS, INC.										
87114 INVOICE:83608		04/24/2018		0518-2	230819	8.97	05/08/2018	INV	PD	BOAT FOR SEWER CAMERA
				CHECKDATE:05/11/2018						
87340 INVOICE:83854		04/27/2018		0518-3	230932	77.76	05/16/2018	INV	PD	SUPPLIES
				CHECKDATE:05/18/2018						
87344 INVOICE:84548		05/04/2018		0518-3	230932	27.66	05/16/2018	INV	PD	CLAMP, BITS
				CHECKDATE:05/18/2018						
						114.39				
11113 ERIC MESSERSCHMIDT										
87286 INVOICE:TXR051018		05/10/2018		0518-2	230820	2,708.00	05/10/2018	INV	PD	TRANSFER TAX REFUND
				CHECKDATE:05/11/2018						
11097 JERRY MILLER										
87193 INVOICE:CR051018		05/03/2018		0518-2	230821	10.00	05/10/2018	INV	PD	CITATION OVERPAYMENT
				CHECKDATE:05/11/2018						
615 MIZUNO USA, INC.										
87192 INVOICE:5610835 RI		05/03/2018		0518-2	230822	471.59	05/10/2018	INV	PD	PRODUCT RESALE
				CHECKDATE:05/11/2018						
87414 INVOICE:5621918 RI		05/14/2018		0518-3	230933	170.51	05/17/2018	INV	PD	PRODUCT RESALE
				CHECKDATE:05/18/2018						
						642.10				
11105 CECILY F. MOORING										
87241 INVOICE:87241		05/10/2018		0518-2	230823	16.58	05/10/2018	INV	PD	WATER REFUND 235700
				CHECKDATE:05/11/2018						
8205 MUNICIPAL GIS PARTNERS, INC										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87195 INVOICE:4145	20180003	04/30/2018		0518-2	230824	8,512.58	05/10/2018	INV	PD	GIS CONSORTIUM SERVICE
1082 MUNICIPAL INS COOPERATIVE AGENCY										
87194 INVOICE:51018		05/01/2018		0518-2	230825	515,495.00	05/10/2018	INV	PD	ANNUAL PREMIUM
11101 DOUGLAS NABHOLZ										
87237 INVOICE:87237		05/10/2018		0518-2	230826	121.46	05/10/2018	INV	PD	WATER REFUND 220860
5841 GENUINE PARTS CO-NAPA										
87350 INVOICE:461076		05/04/2018		0518-3	230934	4.78	05/16/2018	INV	PD	TOOL
87349 INVOICE:461084		05/04/2018		0518-3	230934	18.33	05/16/2018	INV	PD	OIL FILTER #1T62
87348 INVOICE:461095		05/04/2018		0518-3	230934	14.35	05/16/2018	INV	PD	AIR, OIL FILTERS
87347 INVOICE:461845		05/10/2018		0518-3	230934	2.97	05/16/2018	INV	PD	OIL FILTER #023
87346 INVOICE:461850		05/10/2018		0518-3	230934	25.66	05/16/2018	INV	PD	FILTERS
87345 INVOICE:461904		05/10/2018		0518-3	230934	-14.20	05/16/2018	CRM	PD	CREDIT AIR FILTER
						51.89				
7350 NATIONAL GOLF FOUNDATION CONSULTING, INC.										
87197 INVOICE:51018		04/30/2018		0518-2	230827	250.00	05/10/2018	INV	PD	1030092 ANNUAL MEMBERSHIP
6044 TRI-TECH FORENSICS INC										
87444 INVOICE:158396		05/03/2018		0518-3	230935	100.46	05/14/2018	INV	PD	EVIDENCE SUPPLIES
10705 NEW ERA CAP CO. INC										
87417 INVOICE:94911672		02/14/2018		0518-3	230936	952.46	05/14/2018	INV	PD	PRODUCT RESALE
87416 INVOICE:95160620		05/14/2018		0518-3	230936	-235.50	05/14/2018	CRM	PD	CREDIT PRODUCT RESALE
						716.96				
7183 NEWEGG INC										
87116 INVOICE:1301239664		05/01/2018		0518-2	230828	159.98	05/08/2018	INV	PD	TONER
87196 INVOICE:1301241686		05/02/2018		0518-2	230828	347.42	05/10/2018	INV	PD	PC PARTS
87353 INVOICE:1301244542		05/03/2018		0518-3	230937	186.91	05/16/2018	INV	PD	FUSER

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87352 INVOICE:1301247142		05/04/2018		0518-3	230937	105.55	05/16/2018	INV	PD	RAM
				CHECKDATE:05/18/2018		799.86				
3471 NFC CO. INC.										
87415 INVOICE:111397		04/27/2018		0518-3	230938	150.00	05/17/2018	INV	PD	LINKS SUPPLIES
				CHECKDATE:05/18/2018						
651 NORTHERN ILLINOIS GAS COMPANY										
87354 INVOICE:87354		04/30/2018		0518-3	230939	50.59	05/16/2018	INV	PD	05-47-62-1000 9 0418
				CHECKDATE:05/18/2018						
11089 GWEN NIELSEN										
87118 INVOICE:PR050818		05/03/2018		0518-2	230829	271.71	05/08/2018	INV	PD	PARKING PERMIT, VEHICLE STICKE
				CHECKDATE:05/11/2018						
10658 NORTHWOODS PROPERTY VENTURES, LLC										
87351 INVOICE:20170220		05/10/2018		0518-3	230940	11,190.00	05/16/2018	INV	PD	RESTORATION DEPOSIT REFUND
				CHECKDATE:05/18/2018						
11090 O'CONNOR DESIGN										
87120 INVOICE:PR050818		05/03/2018		0518-2	230830	101.67	05/08/2018	INV	PD	PARKING PERMIT REFUND
				CHECKDATE:05/11/2018						
665 O'HARE TRUCK/TOWING SERVICE, INC.										
87198 INVOICE:181685-1		04/18/2018		0518-2	230831	156.50	05/10/2018	INV	PD	POLICE TOWING
				CHECKDATE:05/11/2018						
738 RAY O'HERRON CO. INC.										
87418 INVOICE:1818108-IN		04/03/2018		0518-3	230941	8.99	05/14/2018	INV	PD	POLICE UNIFORMS
				CHECKDATE:05/18/2018						
87419 INVOICE:1818880-IN		04/06/2018		0518-3	230941	123.98	05/14/2018	INV	PD	POLICE UNIFORMS
				CHECKDATE:05/18/2018						
87420 INVOICE:1825305-IN		05/09/2018		0518-3	230941	122.00	05/14/2018	INV	PD	POLICE UNIFORMS
				CHECKDATE:05/18/2018		254.97				
1458 OFFICE DEPOT, INC										
87119 INVOICE:129907762001		04/23/2018		0518-2	230832	50.52	05/08/2018	INV	PD	OFFICE SUPPLIES
				CHECKDATE:05/11/2018						
87355 INVOICE:134275925001		05/03/2018		0518-3	230942	32.50	05/16/2018	INV	PD	OFFICE SUPPLIES
				CHECKDATE:05/18/2018						
87356 INVOICE:134649145001		05/04/2018		0518-3	230942	50.78	05/16/2018	INV	PD	OFFICE SUPPLIES
				CHECKDATE:05/18/2018		133.80				
11118 OVERLAND CONSTRUCTION CONTRACTING										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87463 INVOICE:51718		05/15/2018		0518-3	230943	165.00	05/17/2018	INV	PD	PERMIT OVERPAYMENT
		CHECKDATE:05/18/2018								
676 PACKEY WEBB FORD, INC.										
87361 INVOICE:142066		05/01/2018		0518-3	230944	223.04	05/16/2018	INV	PD	STEERING SHAFT #011
		CHECKDATE:05/18/2018								
87364 INVOICE:142093		05/03/2018		0518-3	230944	88.30	05/09/2018	INV	PD	SWAY BAR BUSHINGS #627
		CHECKDATE:05/18/2018								
87362 INVOICE:142095		05/03/2018		0518-3	230944	-4.05	05/03/2018	CRM	PD	CREDIT COVER
		CHECKDATE:05/18/2018								
87363 INVOICE:142192		05/09/2018		0518-3	230944	95.99	05/09/2018	INV	PD	FLOOR LINERS #18-245
		CHECKDATE:05/18/2018								
11091 NICOLETTA D PECORA						403.28				
87121 INVOICE:CR050818		05/03/2018		0518-2	230833	50.00	05/08/2018	INV	PD	CITATION REFUND
		CHECKDATE:05/11/2018								
496 JOSEPH G POLLARD CO., INC.										
87122 INVOICE:105314		04/12/2018		0518-2	230834	285.07	05/08/2018	INV	PD	FLOAT SWITCHES
		CHECKDATE:05/11/2018								
715 PRESCIENT DEVELOPMENT, INC.										
87199 INVOICE:418050	20170065	04/01/2018		0518-2	230835	3,259.03	05/10/2018	INV	PD	IT STAFFING AND CONSULTING
		CHECKDATE:05/11/2018								
6552 PROVANTAGE CORPORATION										
87201 INVOICE:8139112		04/30/2018		0518-2	230836	442.00	05/10/2018	INV	PD	BARCODE PRINTER
		CHECKDATE:05/11/2018								
87200 INVOICE:8140117		05/01/2018		0518-2	230836	100.00	05/10/2018	INV	PD	UPS BATTERY
		CHECKDATE:05/11/2018								
87359 INVOICE:8143796		05/07/2018		0518-3	230945	145.00	05/16/2018	INV	PD	UPS
		CHECKDATE:05/18/2018								
87360 INVOICE:8143799		05/07/2018		0518-3	230945	291.00	05/16/2018	INV	PD	IMAGING UNITS
		CHECKDATE:05/18/2018								
87358 INVOICE:8144042		05/08/2018		0518-3	230945	1,374.00	05/16/2018	INV	PD	ANNUAL SOFTWARE BACKUP UPDATES
		CHECKDATE:05/18/2018								
87357 INVOICE:8146380		05/10/2018		0518-3	230945	17.00	05/16/2018	INV	PD	PHONE HEADSET CORDS
		CHECKDATE:05/18/2018								
9408 KELLY PURVIS						2,369.00				
87468 INVOICE:ER051818		05/18/2018		0518-3	230946	1,280.00	05/18/2018	INV	PD	TRAVEL REIMBURSEMENT
		CHECKDATE:05/18/2018								
5901 QUALITY BLUEPRINT, INC										
87202		05/07/2018		0518-2	230837	28.80	05/10/2018	INV	PD	ZONING MAPS

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:85857										CHECKDATE:05/11/2018
										9750 RAPID TRANSPORT TOWING, INC
87421		05/11/2018		0518-3	230947	165.00	05/14/2018	INV	PD	POLICE TOWING
INVOICE:1933										CHECKDATE:05/18/2018
										754 RIGGS BROS. AUTO INTERIORS, INC.
87365		05/01/2018		0518-3	230948	537.00	05/09/2018	INV	PD	SEAT REPAIR #008
INVOICE:138162										CHECKDATE:05/18/2018
										763 ROSENTHAL BROS., INC.
87422		05/09/2018		0518-3	230949	50.00	05/14/2018	INV	PD	NOTARY BOND/FEE BJES
INVOICE:121502										CHECKDATE:05/18/2018
										764 ROTARY CLUB OF GLEN ELLYN
87123		05/03/2018		0518-2	230838	147.00	05/08/2018	INV	PD	FRANZ DUES
INVOICE:6936										CHECKDATE:05/11/2018
87203		05/03/2018		0518-2	230839	147.00	05/10/2018	INV	PD	NORTON DUES
INVOICE:6947										CHECKDATE:05/11/2018
						294.00				
										11104 JESSICA SANCHEZ
87240		05/10/2018		0518-2	230840	64.82	05/10/2018	INV	PD	WATER REFUND 230150
INVOICE:87240										CHECKDATE:05/11/2018
										6093 SCHAMBERGER BROTHERS, INC
87428		04/27/2018		0518-3	230950	1,230.64	05/14/2018	INV	PD	BEVERAGE RESALE
INVOICE:415411										CHECKDATE:05/18/2018
										774 SCHEFFLER'S FLOWERS
87368		05/04/2018		0518-3	230951	1,000.00	05/09/2018	INV	PD	FLORAL CLOCK PLANTING
INVOICE:8718										CHECKDATE:05/18/2018
										5718 JEREMIAH SCHMIDT
87124		05/01/2018		0518-2	230841	265.90	05/08/2018	INV	PD	UNIFORM REIMBURSEMENT
INVOICE:ER050818										CHECKDATE:05/11/2018
										9718 SEBIS DIRECT INC
87204		04/23/2018		0518-2	230842	1,436.03	05/10/2018	INV	PD	WATER BILLS APRIL 2018
INVOICE:25371										CHECKDATE:05/11/2018
										787 SERVICE SPRING CO. INC.
87367		05/08/2018		0518-3	230952	691.18	05/09/2018	INV	PD	SHACKLE BOLT REPLACEMENT #1T62
INVOICE:152387										CHECKDATE:05/18/2018



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VILLAGE OF GLEN ELLYN
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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9994 SIGHTS ON SERVICE, INC										
87432 INVOICE:247667		05/03/2018		0518-3	230953	206.00	05/14/2018	INV	PD	SECRET SHOPPER SERVICE
				CHECKDATE:05/18/2018						
9897 SITEONE LANDSCAPE SUPPLY HOLDING, LLC										
87207 INVOICE:85278014		04/20/2018		0518-2	230843	18,855.70	05/10/2018	INV	PD	FUNGICIDE
				CHECKDATE:05/11/2018						
87208 INVOICE:85529894		05/02/2018		0518-2	230843	7,826.50	05/10/2018	INV	PD	SURFACTANT
				CHECKDATE:05/11/2018						
87206 INVOICE:85652349		05/07/2018		0518-2	230843	873.58	05/10/2018	INV	PD	GOLF FLAGS
				CHECKDATE:05/11/2018						
						27,555.78				
11098 MARY SOULE SMYTHE										
87205 INVOICE:VR051018		05/03/2018		0518-2	230844	5.00	05/10/2018	INV	PD	VEHICLE STICKER REFUND
				CHECKDATE:05/11/2018						
9574 TONY L DIAMOND SR										
87128 INVOICE:4301831396		04/30/2018		0518-2	230845	300.00	05/08/2018	INV	PD	TOOL REPAIR, TOOL REPLACEMENT
				CHECKDATE:05/11/2018						
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC										
87429 INVOICE:2086101		04/26/2018		0518-3	230954	2,622.91	05/14/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
87430 INVOICE:2097174		05/03/2018		0518-3	230954	1,891.32	05/14/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
87431 INVOICE:2099733		05/04/2018		0518-3	230954	603.00	05/14/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
						5,117.23				
803 SPARTAN MOTORS CHASSIS, INC										
87369 INVOICE:IN00730964		05/08/2018		0518-3	230955	121.05	05/09/2018	INV	PD	BELT & BOLT #1E63
				CHECKDATE:05/18/2018						
2687 STAPLES CONTRACT & COMMERCIAL, INC.										
87126 INVOICE:3374716925		04/10/2018		0518-2	230846	63.71	05/08/2018	INV	PD	OFFICE SUPPLIES
				CHECKDATE:05/11/2018						
87125 INVOICE:3375362747		04/18/2018		0518-2	230846	84.28	05/08/2018	INV	PD	CUSTODIAL SUPPLIES
				CHECKDATE:05/11/2018						
						147.99				
7600 STUEVER & SONS, INC										
87209 INVOICE:226827		05/09/2018		0518-2	230847	142.00	05/10/2018	INV	PD	BEER LINE CLEANING
				CHECKDATE:05/11/2018						
5018 SUBURBAN LABORATORIES, INC.										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87127 INVOICE:154787		04/30/2018		0518-2	230848	713.88	05/08/2018	INV	PD	LAB SERVICES
				CHECKDATE:05/11/2018						
2425 SUNRISE ELECTRIC SUPPLY INC.										
87366 INVOICE:1756676		05/04/2018		0518-3	230956	624.25	05/09/2018	INV	PD	ELECTRICAL PARTS
				CHECKDATE:05/18/2018						
835 SUPERIOR BEVERAGE CO.										
87426 INVOICE:689522		04/27/2018		0518-3	230957	276.95	05/14/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
87427 INVOICE:689589		05/04/2018		0518-3	230957	241.25	05/14/2018	INV	PD	BEVERAGE RESALE
				CHECKDATE:05/18/2018						
						518.20				
10104 SUPREME LOBSTER CO										
87211 INVOICE:6357966		04/26/2018		0518-2	230849	333.22	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87212 INVOICE:6360037		04/28/2018		0518-2	230849	182.64	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87210 INVOICE:6360550		04/30/2018		0518-2	230849	88.94	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87213 INVOICE:6363271		05/03/2018		0518-2	230849	428.97	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87214 INVOICE:6365100		05/05/2018		0518-2	230849	270.16	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/11/2018						
87425 INVOICE:6368325		05/10/2018		0518-3	230958	758.61	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/18/2018						
87424 INVOICE:6369599		05/11/2018		0518-3	230958	445.80	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/18/2018						
87423 INVOICE:6370436		05/12/2018		0518-3	230958	168.74	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE:05/18/2018						
						2,677.08				
839 SWALLOW CONSTRUCTION CORP.										
87477 INVOICE:PAYOUT 1	20180012	04/16/2018		0518-4	230973	126,117.00	05/18/2018	INV	PD	ROOSEVELT RD WATER MAIN IMPROV
				CHECKDATE:05/18/2018						
11057 TACTICAL VIDEO INC										
87443 INVOICE:200282	20180018	05/10/2018		0518-3	230959	23,060.90	05/14/2018	INV	PD	SURVEILLANCE CAMERA SYSTEM
				CHECKDATE:05/18/2018						
853 TERMINAL SUPPLY CO, INC										
87371 INVOICE:21967-00		05/02/2018		0518-3	230960	37.24	05/09/2018	INV	PD	ROCKER SWTICHES
				CHECKDATE:05/18/2018						
87370 INVOICE:22948-00		05/04/2018		0518-3	230960	66.47	05/09/2018	INV	PD	RELAYS
				CHECKDATE:05/18/2018						
						103.71				
854 TERRACE SUPPLY COMPANY										

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87373 INVOICE: 987531		04/30/2018 CHECKDATE: 05/18/2018		0518-3	230961	24.30	05/09/2018	INV	PD	CYLINDER RENTAL
10558 TESTA PRODUCE, INC										
87437 INVOICE: 4331419		05/10/2018 CHECKDATE: 05/18/2018		0518-3	230962	386.27	05/15/2018	INV	PD	FOOD RESALE
87219 INVOICE: 4419286		04/26/2018 CHECKDATE: 05/11/2018		0518-2	230850	219.47	05/10/2018	INV	PD	FOOD RESALE
87218 INVOICE: 4421288		04/28/2018 CHECKDATE: 05/11/2018		0518-2	230850	264.25	05/10/2018	INV	PD	FOOD RESALE
87217 INVOICE: 4422654		04/30/2018 CHECKDATE: 05/11/2018		0518-2	230850	101.20	05/10/2018	INV	PD	FOOD RESALE
87216 INVOICE: 4423588		05/01/2018 CHECKDATE: 05/11/2018		0518-2	230850	312.93	05/10/2018	INV	PD	FOOD RESALE
87215 INVOICE: 4423989		05/02/2018 CHECKDATE: 05/11/2018		0518-2	230850	534.50	05/10/2018	INV	PD	FOOD RESALE
87221 INVOICE: 4425718		05/03/2018 CHECKDATE: 05/11/2018		0518-2	230850	198.59	05/10/2018	INV	PD	FOOD RESALE
87220 INVOICE: 4426639		05/04/2018 CHECKDATE: 05/11/2018		0518-2	230850	311.10	05/10/2018	INV	PD	FOOD RESALE
87224 INVOICE: 4427487		05/05/2018 CHECKDATE: 05/11/2018		0518-2	230850	360.10	05/10/2018	INV	PD	FOOD RESALE
87223 INVOICE: 4428559		05/07/2018 CHECKDATE: 05/11/2018		0518-2	230850	360.80	05/10/2018	INV	PD	FOOD RESALE
87222 INVOICE: 4429593		05/08/2018 CHECKDATE: 05/11/2018		0518-2	230850	294.04	05/10/2018	INV	PD	FOOD RESALE
87438 INVOICE: 4430411		05/09/2018 CHECKDATE: 05/18/2018		0518-3	230962	299.60	05/14/2018	INV	PD	FOOD RESALE
87436 INVOICE: 4432660		05/11/2018 CHECKDATE: 05/18/2018		0518-3	230962	1,187.99	05/15/2018	INV	PD	FOOD RESALE
87435 INVOICE: 4433783		05/12/2018 CHECKDATE: 05/18/2018		0518-3	230962	372.75	05/15/2018	INV	PD	FOOD RESALE
87434 INVOICE: 4434437		05/14/2018 CHECKDATE: 05/18/2018		0518-3	230962	255.43	05/15/2018	INV	PD	FOOD RESALE
87433 INVOICE: 4435465		05/15/2018 CHECKDATE: 05/18/2018		0518-3	230962	111.02	05/15/2018	INV	PD	FOOD RESALE
						5,570.04				
865 ACUSHNET COMPANY										
87232 INVOICE: 905762058		04/25/2018 CHECKDATE: 05/11/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
87231 INVOICE: 905762925		04/25/2018 CHECKDATE: 05/11/2018		0518-2	230851	1,562.60	05/10/2018	INV	PD	PRODUCT RESALE
87230 INVOICE: 905767203		04/25/2018 CHECKDATE: 05/11/2018		0518-2	230851	206.98	05/10/2018	INV	PD	PRODUCT RESALE
87228 INVOICE: 905772500		04/26/2018 CHECKDATE: 05/11/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
87227 INVOICE: 905774173		04/26/2018 CHECKDATE: 05/11/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
87229 INVOICE: 905781166		04/27/2018 CHECKDATE: 05/11/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
87243		04/30/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:905791119				CHECKDATE:05/11/2018						
87225		04/30/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905792850				CHECKDATE:05/11/2018						
87244		04/30/2018		0518-2	230851	531.45	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905793517				CHECKDATE:05/11/2018						
87226		04/30/2018		0518-2	230851	598.60	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905796745				CHECKDATE:05/11/2018						
87233		05/02/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905814973				CHECKDATE:05/11/2018						
87246		05/03/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905823617				CHECKDATE:05/11/2018						
87248		05/03/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905823854				CHECKDATE:05/11/2018						
87245		05/03/2018		0518-2	230851	239.44	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905824413				CHECKDATE:05/11/2018						
87247		05/03/2018		0518-2	230851	116.78	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905825858				CHECKDATE:05/11/2018						
87250		05/04/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905832218				CHECKDATE:05/11/2018						
87249		05/04/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905832552				CHECKDATE:05/11/2018						
87251		05/04/2018		0518-2	230851	119.72	05/10/2018	INV	PD	PRODUCT RESALE
INVOICE:905834469				CHECKDATE:05/11/2018						
87442		05/11/2018		0518-3	230963	239.44	05/14/2018	INV	PD	PRODUCT RESALE
INVOICE:905881553				CHECKDATE:05/18/2018						
87441		05/14/2018		0518-3	230963	116.78	05/14/2018	INV	PD	PRODUCT RESALE
INVOICE:905890682				CHECKDATE:05/18/2018						
87440		05/14/2018		0518-3	230963	119.72	05/14/2018	INV	PD	PRODUCT RESALE
INVOICE:905892853				CHECKDATE:05/18/2018						
						5,150.79				
11093 TJ SIGNS UNLIMITED, LLC										
87138		05/08/2018		0518-2	230852	681.00	05/10/2018	INV	PD	P & D DEPOSIT REFUND
INVOICE:17.0002				CHECKDATE:05/11/2018						
870 TOUR EDGE GOLF MFG INC										
87439		05/03/2018		0518-3	230964	86.88	05/14/2018	INV	PD	PRODUCT RESALE
INVOICE:IN-01208241				CHECKDATE:05/18/2018						
872 TRAFFIC CONTROL & PROTECTION INC										
87130		04/17/2018		0518-2	230853	336.00	05/08/2018	INV	PD	SIGN MATERIAL
INVOICE:92299				CHECKDATE:05/11/2018						
87135		04/19/2018		0518-2	230853	735.00	05/08/2018	INV	PD	SIGN MATERIAL
INVOICE:92318				CHECKDATE:05/11/2018						
						1,071.00				
10019 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC										
87129		05/01/2018		0518-2	230854	151.80	05/08/2018	INV	PD	258788 POLICE INFO SERVICE
INVOICE:50818				CHECKDATE:05/11/2018						
1007 TYLER TECHNOLOGIES, INC.										



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
87372 INVOICE: 45-220348	20160061	04/04/2018		0518-3	230965	637.50	05/09/2018	INV	PD	TYLER CONTENT MANAGER SOFTWARE
				CHECKDATE: 05/18/2018						
898 UNITED STATES POSTMASTER										
87086 INVOICE: 50818		05/08/2018		0518-2	230749	2,452.34	05/08/2018	INV	PD	PERMIT PI149 SUMMER NEWSLETTER
				CHECKDATE: 05/08/2018						
6197 UNIVERSAL HYDRAULIC SVC & SALES, INC										
87375 INVOICE: 40262		05/08/2018		0518-3	230966	835.00	05/09/2018	INV	PD	REBUILD HYD CYLINDER #210
				CHECKDATE: 05/18/2018						
884 U.S. FOODSERVICE, INC.										
87256 INVOICE: 1131016		04/26/2018		0518-2	230855	17.89	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87258 INVOICE: 1169031		04/27/2018		0518-2	230855	2,366.71	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87471 INVOICE: 1169031-1		04/27/2018		0518-3	230967	-61.65	04/27/2018	CRM	PD	CREDIT FOOD RESALE
				CHECKDATE: 05/18/2018						
87252 INVOICE: 1180690		04/27/2018		0518-2	230855	123.55	05/10/2018	INV	PD	SUPPLIES
				CHECKDATE: 05/11/2018						
87257 INVOICE: 1223170		04/30/2018		0518-2	230855	3,349.71	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87253 INVOICE: 1282447		05/01/2018		0518-2	230855	58.88	05/10/2018	INV	PD	SUPPLIES
				CHECKDATE: 05/11/2018						
87254 INVOICE: 1318996		05/02/2018		0518-2	230855	2,595.94	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87255 INVOICE: 1322447		05/02/2018		0518-2	230855	56.64	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87259 INVOICE: 1410762		05/04/2018		0518-2	230855	3,834.03	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87271 INVOICE: 1421294		05/04/2018		0518-2	230855	110.25	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87269 INVOICE: 1467194		05/07/2018		0518-2	230855	4,561.49	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87270 INVOICE: 1474148		05/07/2018		0518-2	230855	45.59	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87455 INVOICE: 1523545		05/08/2018		0518-3	230967	172.26	05/14/2018	INV	PD	SUPPLIES
				CHECKDATE: 05/18/2018						
87448 INVOICE: 1557294		05/09/2018		0518-3	230967	2,940.84	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/18/2018						
87268 INVOICE: 1557295		05/09/2018		0518-2	230855	3,053.97	05/10/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/11/2018						
87449 INVOICE: 1566507		05/09/2018		0518-3	230967	47.55	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/18/2018						
87450 INVOICE: 1566508		05/09/2018		0518-3	230967	41.78	05/14/2018	INV	PD	SUPPLIES
				CHECKDATE: 05/18/2018						
87453 INVOICE: 1607392		05/10/2018		0518-3	230967	26.08	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/18/2018						
87451 INVOICE: 1610144		05/10/2018		0518-3	230967	21.48	05/14/2018	INV	PD	FOOD RESALE
				CHECKDATE: 05/18/2018						
87452		05/10/2018		0518-3	230967	124.55	05/14/2018	INV	PD	SUPPLIES



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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INVOICE:1613863			CHECKDATE:05/18/2018							
87457		05/11/2018		0518-3	230967	37.50	05/14/2018	INV	PD	SUPPLIES
INVOICE:1652018			CHECKDATE:05/18/2018							
87458		05/11/2018		0518-3	230967	4,321.62	05/14/2018	INV	PD	FOOD RESALE
INVOICE:1652019			CHECKDATE:05/18/2018							
87456		05/11/2018		0518-3	230967	60.37	05/14/2018	INV	PD	FOOD RESALE
INVOICE:1657284			CHECKDATE:05/18/2018							
87446		05/12/2018		0518-3	230967	34.64	05/14/2018	INV	PD	FOOD RESALE
INVOICE:1669457			CHECKDATE:05/18/2018							
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11106 V I P NAILS										
87242		05/10/2018		0518-2	230857	83.34	05/10/2018	INV	PD	WATER REFUND 332715
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VENDOR INVOICE LISTP 26
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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
915 VERIZON WIRELESS SERVICES LLC										
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11026 WALKER PARKING CONSULTANTS/ENGINEERS, INC										
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3995 WAREHOUSE DIRECT OFFICE PRODUCTS										
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VILLAGE OF GLEN ELLYN
VENDOR INVOICE LIST

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DOCUMENT	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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8565 WIDOPENWEST FINANCE LLC

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11115 ROBERT E WULFFEN

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970 XEROX CORPORATION

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985.66

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402 INVOICES

1,117,680.22

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** END OF REPORT - Generated by Lori Thomas **



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Minutes
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3324)

DOC ID: 3324

May 7, 2018 Special Workshop Meeting Minutes

ATTACHMENTS:

- 5.7.18 - Minutes - Village of Glen Ellyn Special Workshop Meeting (PDF)

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, May 7, 2018

Call to Order

President McGinley called the meeting to order at 7:00 p.m.

Pledge of Allegiance

President McGinley led the Pledge of Allegiance.

Roll Call: Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Pryde and Senak answered "Present." Trustee Kenwood was excused.

In Attendance: Village Manager Franz, Assistant Village Manager Holmer, Village Attorney Mathews, Planning and Development Director Hulseberg, Police Chief Norton, Assistant Finance Director Thomas, Economic Development Coordinator Hannah, Village Links/Reserve 22 General Manager Vesevick, Food & Beverage Director Chapple and Event Planning and Sales Coordinator Detterbeck

Audience Participation

None

Agenda Item E. – Fire Award Program Expansion

Economic Development Coordinator Hannah presented background on this possible expansion and stated several business owners on Roosevelt Road have expressed interest in this. Economic Development Coordinator Hannah stated staff is proposing the Fire Award Program Expansion be funded by the Roosevelt Road TIF and referred to the map of the properties included. Trustee Fasules asked for clarification on the properties included. There was a discussion of the map and what properties are in the Roosevelt Road TIF.

Economic Development Coordinator Hannah stated this expansion program would be for existing properties and not for new construction. Trustee Ladesic asked about the language in the ordinance for this. Economic Development Coordinator Hannah stated she included the language in the current ordinance for the Downtown TIF district as the staff wanted feedback on this possible expansion before drafting a proposed ordinance.

Trustee Senak asked what the purpose is for making the distinction between fire sprinklers and fire alarms. Economic Development Coordinator Hannah stated there is a bigger cost associated with sprinklers than there are with alarms, and the businesses in the Roosevelt Road corridor are typically larger. Trustee Pryde stated there is a much lower threshold to cause something to need a fire alarm rather than a fire sprinkler system. Trustee Senak stated if this is about safety, they should consider all devices that would promote this.

Trustee Senak asked about the sliding scale to which Economic Development Coordinator Hannah stated this scale would be like the one used for the Downtown Fire Award Program.

There was a discussion about possible funding for this program from the Roosevelt Road TIF.

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Trustee Fasules stated it does not seem fair that other businesses in the Village cannot have access to these Fire Awards as the businesses are not in the TIFs. Village Manager Franz stated the Roosevelt Road TIF lines were drawn based on the areas in need and whether the areas met the criteria for a TIF District. Trustee Pryde stated there might be a small number of exceptions outside the TIF.

President McGinley asked if the Village Board was open to expanding the Fire Prevention Award to the Roosevelt Road TIF as well. Trustee Pryde stated he is open to this, and he wants to ensure there is a balance between the downtown and other parts of the Village. President McGinley stated Trustee Fasules had an idea to go to a tax incentive promotion to reimburse for fire prevention for businesses not in the TIF Districts. There was a discussion regarding the criteria for this, and the Village Board agreed to this.

President McGinley asked if there are any pending requests currently for any non-sales tax generating business. Economic Development Coordinator Hannah stated she has not heard of any, but that does not mean that these requests are not out there. Economic Development Coordinator Hannah stated the Village then will establish the Fire Award Program for the Roosevelt Road TIF, and then any requests outside of the TIF will come to the Village Board on a case by case basis.

Agenda Item F. – Sign Code Updates

Planning and Development Director Hulseberg presented background on the proposed Sign Code updates and stated the original Sign Code was written in 1993, with a comprehensive revision done in 2014. Planning and Development Director Hulseberg stated staff is proposing 11 changes to the Sign Code, and she wanted the Village Board to discuss three of these changes.

Planning and Development Director Hulseberg stated staff is recommending amendments to the Sign Code for:

1. Double the current allowable square footage of building signage in the downtown from 0.5 square feet per lineal foot to 1 square foot per lineal foot of establishment frontage.
2. Signage on an awning valance would be considered exempt from the Sign Code provided that the valance does not exceed 8 inches in height, and no letter or logos exceed 6 inches in height.
3. Projecting signs (also known as blade signs) be exempt from the size regulation provided they do not exceed the maximum square footage of the building signage allowable for the business, with a maximum size of 8 square feet.

Planning and Development Director Hulseberg stated the blade signs would count toward the allowable 20 square feet of total signage. Trustee Pryde stated he likes the concept of a blade sign, but store owners might have different thoughts on these blade signs. Trustee Fasules asked about the current allowable size of the blade signs. Planning and Development Director Hulseberg stated it was 4 square feet with the 1993 Sign Code, revised to 6 square feet with the 2014 revision to the Sign Code and staff is now proposing a maximum of 8 square feet. Trustee Pryde stated he feels the blade signs should stay at a maximum of 6 square feet. President McGinley asked if a business could do a blade sign and have its name on the awning. Planning and Development Director Hulseberg stated this is fine as the awning would be exempt now. Village Manager Franz stated a business cannot have a wall sign and an awning sign.

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Trustee Enright asked if these proposed changes will go to the Plan Commission. Planning and Development Director Hulseberg stated these changes will go to the Plan Commission, but Planning and Development Director Hulseberg wanted the Village Board's opinion first.

Trustee Senak stated he is against all three proposed changes as he does not think there is a need for anymore signage in the downtown as there is a reasonable amount now. Trustee Senak stated a business is always able to request a Sign Code variation on a case-by-case basis. Trustee Senak stated with the two Downtown Historical Districts, there is not a need for any additional signage. President McGinley stated the lack of signage downtown is the number one complaint from prospective businesses. Trustee Senak stated he thinks the current blade signage and restrictions are reasonable.

Trustee Ladesic stated there are not enough blade signs in the downtown, and Historic Preservation Chairman Lee Marks and the Historic Preservation Commission have asked about blade signs for many years as they bring character to the downtown. Trustee Ladesic stated the signage size is now restrictive.

President McGinley asked about the Landscaping for Non-Conforming Signs change. Planning and Development Director Hulseberg stated the Sign Code requires 2 square feet of landscaping at the base of a free-standing sign for each 1 square foot of sign area, but this is not clear in the Sign Code so staff will add this as a requirement. Planning and Development Director Hulseberg stated it does not matter what is planted.

Planning and Development Director Hulseberg stated staff is also looking for direction on Code Enforcement issues as some issues have arisen, but the staff is reluctant to deal with these without direction. Planning and Development Director Hulseberg stated the use of neon or LED window signs, such as "Open" signs, of any type are prohibited in the C5 District in order to preserve the downtown's historic character; however, there are approximately 17 such signs that exist in the C5 Downtown District which pre-date the adoption of the new Sign Code. Planning and Development Director Hulseberg stated neon and "Open" signs are allowed on Roosevelt Road.

Trustee Senak stated these neon signs should be eliminated in the downtown. Trustee Ladesic stated he thought the Village Board exempted the "Open" signs to which Planning and Development Director Hulseberg stated they did not. President McGinley stated they should consider keeping the "Open" signs as these signs are important. Trustee Ladesic stated retailers have said it is hard to find "Open" signs that are not neon. Trustees Enright and Pryde stated they are fine with the "Open" signs staying in the downtown. President McGinley suggested having the Chamber of Commerce ask the businesses with the "Open" signs if these signs are vital to their business. Trustee Fasules stated the Village Board needs to regulate these signs.

Planning and Development Director Hulseberg stated Real Estate Listing signs have increased dramatically throughout the downtown. Trustee Ladesic stated these signs are acceptable in real estate offices, but nowhere else. Planning and Development Director Hulseberg stated this was not a code enforcement priority until recently when many more of these real estate listing signs appeared. Planning and Development Director Hulseberg stated building owners are leasing these spaces to real estate office and agents for these signs. Planning and Development Director Hulseberg stated these signs are prohibited, but the Village has not been enforcing it. Trustee Pryde stated this seems to be an illegal leasing of property, and the businesses should be not leasing sign space on a building to anything that is not pertaining to that particular business.

Planning and Development Director Hulseberg stated two other communities have called her to ask where these signs are listed in Glen Ellyn's Sign Code because the other two communities do not allow these

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signs, but they have people asking about them. Planning and Development Director Hulseberg stated the staff wants to enforce that these signs are not permitted, but will need to give the business some time to deal with this. President McGinley stated the business owners have until the end of June to remove these real estate listing signs.

Trustee Fasules asked what would happen if the real estate listing signs were kept up. Planning and Development Director Hulseberg stated the business would get a ticket for Administrative Adjudication. Attorney Mathews asked what provision would be used for this. Planning and Development Director Hulseberg stated the real estate listing signs are not permitted in the Sign Code so therefore these signs are prohibited as they are illegal signs.

Planning and Development Director Hulseberg stated video displays are being placed in downtown storefront windows, but these signs are specifically prohibited in the Sign Code. There was a discussion regarding video displays. Planning and Development Director Hulseberg stated the Village will do no video displays, and variation requests for these would be considered on a case-by-case basis. Attorney Mathews stated it might be hard to show a hardship for this type of variation. Planning and Development Director Hulseberg stated all variation requests would be considered.

Planning and Development Director Hulseberg stated they are trying to increase the amount of murals in the Village, and proposed murals would follow a similar track as exterior appearance. Planning and Development Director Hulseberg stated the Village would like to encourage murals, but does not want advertising on these murals. Trustee Ladesic stated designs that are inside windows may need to be revisited.

Planning and Development Director Hulseberg stated these potential Sign Code amendments will go to the Plan Commission for discussion and then the proposed text amendments would come back to the Village Board for approval. Trustee Senak stated it would be good for the Historic Preservation Commission to look at these proposed changes.

Agenda Item G. – Civic Center Renovation Project

Assistant Village Manager Holmer presented background on the Civic Center Renovation Project and stated design development has been completed. Assistant Village Manager Holmer stated they are expecting the asbestos removal to be completed by the end of May. Assistant Village Manager Holmer stated a guaranteed maximum price (GMP) for the entire project is being developed while, at the same time, costs are being broken out to account for the fact that the project is being funded, both by the Village and College of DuPage (COD). Assistant Village Manager Holmer stated the entire \$3.35 million for the project will come back to the Village Board for approval, even though this cost is split between the Village and COD.

Assistant Village Manager Holmer stated there have been some building maintenance issues found as they have been working on this project. Assistant Village Manager Holmer stated there are concerns with the HVAC system, and staff asked Dewberry and LCI to evaluate the system and provide some options for improvements. Assistant Village Manager Holmer stated the boiler will need to be replaced in the next few years, but a new HVAC system with boiler and piping could be an approximate \$1 million expenditure. Assistant Village Manager Holmer stated also with this the electrical system would need to be upgraded as well as installing additional baseboard heating which would be another \$150,000 expenditure. Assistant Village Manager Holmer stated he feels they are past the part where they can no longer do nothing about this issues; however, the staff does need some direction on this.

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Trustee Senak asked if the cost would be split with COD if they decide to do the entire fix. Village Manager Franz stated this might not be right as COD has already committed \$2 million to this project. Trustee Ladesic stated it is COD's investment into the Civic Center which is causing the Village to spend money in the first place. Trustee Ladesic stated the building's infrastructure should have been looked at before this project was started.

President McGinley stated the HVAC issues should have been addressed years ago. Trustee Fasules stated they need to find the money for the proposed HVAC fix because they should not renovate the building twice. Assistant Village Manager Holmer stated they can add the piping later; however, walls and ceilings that were just redone would need to be removed again.

President McGinley asked the Village Board if money should be invested now to put in a new HVAC system, boiler and piping. Trustee Enright stated COD should be paying their fair share of this.

Trustee Fasules asked if there are any other issues that need to be looked at as well as a list should be made. Trustee Fasules stated they then should truly look at the cost of anything on this list. Assistant Village Manager Holmer stated the Civic Center needs windows, but this is not a priority.

Trustee Pryde stated the electrical system does need an upgrade not because they are bringing a new entity into the building, but because there is increased usage in the building. Trustee Pryde stated he sees this as a maintenance upgrade issue.

Trustee Senak stated COD should cost-share in this as they will benefit from a new HVAC system as well.

President McGinley stated Finance Director Coyle will work on this and come up with financing options.

Trustee Senak asked how long COD's lease is to which Village Manager Franz stated it is 20 years. Trustee Senak asked about the life expectancy of a new HVAC system to which Assistant Village Manager Holmer stated this is 25 years.

President McGinley stated they will look deeper into this and bring options to another Workshop.

Agenda Item H. – Village Links/Reserve 22 Quarterly Report and Village Links Restaurant Remodel Plans

1. Village Links/Reserve 22 Quarterly Financial Report

Village Links/Reserve 22 General Manager Vesevick presented a review of Quarter 1 2018 and stated golf rounds are down this spring due to the cold weather. Village Links/Reserve 22 General Manager Vesevick stated both greens fees and revenues are down. Village Links/Reserve 22 General Manager Vesevick stated Reserve 22 did well, and revenues were up 14%. Village Links/Reserve 22 General Manager Vesevick stated banquet revenues were up 26%, and the restaurant/bar revenues were up 11%. Village Links/Reserve 22 General Manager Vesevick stated expenses and payroll were up as well.

Village Links/Reserve 22 General Manager Vesevick stated net profit was down 5% with overall revenues up 4%, and overall expenditures up 3%. Village Links/Reserve 22 General Manager Vesevick stated the cash reserves are below \$1,000,000 for the first time since 2006 due to the poor spring. Village Links/Reserve 22 General Manager Vesevick stated the debt service is

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\$650,000 a year, and the last payment on the golf-course debt will be in 2023.

Village Links/Reserve 22 General Manager Vesevick stated he is very excited about the experienced staff that is now on-board, and they have revamped the restaurant menu. Village Links/Reserve 22 General Manager Vesevick stated they are be doing with a professional marketing company to write a solid plan for them.

Trustee Fasules asked about the golf rounds from this spring. Village Links/Reserve 22 General Manager Vesevick stated there were approximately 1,200 rounds of golf this spring compared to approximately 2,500 rounds of golf last spring.

Trustee Ladesic asked if insurance coverage for the greens has been researched. Village Links/Reserve 22 General Manager Vesevick stated most insurance companies say it is the whole facility or nothing. Village Links/Reserve 22 General Manager Vesevick stated he met with Hub International today who thinks they may be able to do this. Village Links/Reserve 22 General Manager Vesevick stated the current insurance policy on the greens covers \$1 million per occurrence if a natural disaster would happen; however, if disease comes in or the wrong chemical is put on the greens and the greens are wiped out, these are not covered. Trustee Ladesic suggested asking around at other golf courses about this too.

There was a discussion regarding the cash reserves and a possible increase in revenues with the restaurant remodel.

President McGinley stated the Village Board had asked to see a Capital Projects list and the Recreation Commission's meeting minutes and agenda. Village Links/Reserve 22 General Manager Vesevick stated the Capital Projects list is not completed yet, but he does have a five-year plan completed; however, these are bigger projects for which funds will need to be saved. Village Links/Reserve 22 General Manager Vesevick stated he hopes to have the Capital Projects list done by the end of May.

Village Manager Franz stated all the meeting agendas and minutes are now online with Minute Track. Village Links/Reserve 22 General Manager Vesevick stated he can ensure these are emailed to the Village Board.

2. Possible remodel of the dining room at Reserve 22

Village Links/Reserve 22 General Manager Vesevick stated they interviewed and saw presentations from two companies for this possible remodel and selected Kreska Design in Franklin Park, Illinois.

Joanna Kolakowski, with Kreska Design, stated her background is in restaurant interior design. Ms. Kolakowski stated she is proposing an interior design remodel for Reserve 22 which will speak to the golfers and other dining patrons. Ms. Kolakowski stated the dining room has a great view and the patio, but it does not necessarily speak to women. Ms. Kolakowski stated the dining room also has acoustical issues which is a primary concern.

Ms. Kolakowski showed an overview of the dining room layout and reviewed the proposed updates of changing out the furniture, having a feature wall, taking away the television, putting in built-in's with décor pieces, putting drapes on the windows, adding acoustical product to the ceiling to cut down on noise, remove the floating ceilings, replacing all light fixtures and

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changing the host area seating and host stand. Ms. Kolakowski showed a 3-dimensional walk through of the proposed changes. Food & Beverage Director Chapple stated this remodel will also allow them to accommodate much larger parties as the tables will be moveable.

President McGinley stated this proposed remodel is impressive and looks inviting and warm. President McGinley stated Reserve 22 will be a place people will want to visit. President McGinley asked what the figures are for return on investment (ROI). Ms. Kolakowski stated it usually takes five years for ROI.

President McGinley asked about the timing of this project if they move forward. Ms. Kolakowski stated they have two options: a two-week plan and a four-week plan. Ms. Kolakowski stated she prefers the two-week plan where everything is pre-ordered and ready to go so it could be done in two-week's time. Food & Beverage Director Chapple stated they would do this remodel in September so the restaurant would not have to close, and it is still warm enough for patrons to eat on the patio, or they can use the Blue Heron Room for diners if need be.

There was a discussion regarding the proposed costs of this project. Trustee Senak asked how much revenue might be lost during the construction phase. Ms. Kolakowski stated the goal is to do the two-week plan which would minimize the any revenue loss, but she could not give exact figures as she does not know what Reserve 22 brings in daily. Food & Beverage Director Chapple stated 30% of Reserve 22's business is banquets so this would not be affected. Food & Beverage Director Chapple stated if this do this remodel during warmer weather, 90% would be seated outside, but if the weather was not nice then they would lose more revenues, possibly a couple thousand dollars. Food & Beverage Director Chapple stated the banquet room could be set-up for diners if needed.

Trustee Pryde asked about Reserve 22's revenues since opening. Village Links/Reserve 22 General Manager Vesevick stated \$1.7 million in year 1, \$2.1 million in year 2, \$2.2 million in year 3 and \$2.3 million in year 4. Trustee Pryde stated the money needs to be spent on this remodel.

Trustee Enright asked about expanding the kitchen. Village Links/Reserve 22 General Manager Vesevick stated they will expand the kitchen if they expand the seating capacity on the patio which is still a future possibility.

Recreation Commissioner O'Shea stated in the winter, the restaurant is empty so the Recreation Commission wanted to tackle the biggest problem with the smallest capital which would be needed.

Trustee Ladesic stated this is a good investment, and he hears many complaints about the lighting and the sound in the dining room.

There was a discussion regarding inventory control. President McGinley asked about the loss percentage which Village Links/Reserve 22 General Manager Vesevick stated it is approximately 1%.

President McGinley asked if any golf cart replacement could be pushed back. Village Links/Reserve 22 General Manager Vesevick stated they could do this, and he will do analysis on this again; however, there is a loss in value each year on any cart trade-ins.

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Trustee Fasules stated they need to see what Village Links/Reserve 22 General Manager Vesevick will forego in the capital budget to do this and would like to see where the extra \$100,000 for the proposed project will come from.

President McGinley asked for the Village Board's consensus on this. The consensus was to move forward with the 2-week remodel plan. President McGinley stated this will be on the next Village Board Meeting agenda.

President McGinley stated Recreation Commission Chairman Browder has resigned due to a possible family employment issue so Commissioner O'Shea will step up to take over the Chairman role.

President McGinley thanked the Recreation Commission and the sub-committee who worked on this proposed remodel project.

Agenda Item I. – Other Items

None

J. Adjournment

At 9:14 p.m., a motion was made by Trustee Enright and seconded by Trustee Pryde to adjourn. Motion carried.

Upon roll call, Trustees Enright, Fasules, Ladesic, Pryde and Senak answered "aye."

Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Minutes
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3343)

DOC ID: 3343

May 14, 2018 Regular Board Meeting Minutes

ATTACHMENTS:

- 5.14.18 minutes - Village of Glen Ellyn Regular Board Meeting (PDF)

**Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, May 14, 2018**

Call to Order

President McGinley called the meeting to order at 7:01 p.m.

Pledge of Allegiance

President McGinley led the Pledge of Allegiance.

Roll Call:

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules Kenwood, Ladesic, and Senak answered "Present."

A motion was made by Trustee Kenwood and seconded by Trustee Enright to allow Trustee Kenwood to participate in the meeting via phone.

Upon roll call, Trustees Enright, Fasules, Ladesic and Senak answered "aye."

Trustee Pryde entered the meeting via phone at 7:03 p.m.

In Attendance: Village Manager Franz, Assistant Village Manager Holmer, Village Attorney Mathews, Planning and Development Director Hulseberg, Public Works Director Hansen, Police Chief Norton, Senior Civil Engineer Daubert and Associate Village Planner Purvis.

Village Recognition

1. The Village would like to thank the following Board and Commission members for their service: Michael Morange, Building Board of Appeals; James Ryan, Building Board of Appeals; Richard Burton, Capital Improvements Commission; Bob Vavra, Historical Preservation Commission; Susan Carroll, Recreation Commission; Brad Browder, Recreation Commission; Jeffrey Jourdan, Recreation Commission; Timothy Loftus, Plan Commission.

Audience Participation

1. Police Chief Phil Norton and the Madden Family presented the Madden Scholarship winners. This scholarship was established in memory of Robert "Bob" Madden, a Glen Ellyn Police Sergeant, who enjoyed a 28-year career with the Police Department before succumbing to ALS on May 22, 2007. The scholarship winners were Grace Buckley, Nick D'Ambria, Taylor Wheeler and Syed Sohaib.
2. Police Chief Norton introduced Kurt Vavra, who would be taking the Oath of Office for the Deputy Police Chief position. Police Chief Norton relayed Sergeant Vavra's 17-year history with the Glen Ellyn Police Department, and Village Clerk Chereskin read the Oath of Office to Deputy Police Chief Vavra.

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Deputy Police Chief Vavra thanked Police Chief Norton and the Village Board for this opportunity, and he also thanked his wife and his daughter for their support.

3. Village Clerk Chereskin read a Proclamation in recognition of 2018 National Police Week.

Agenda Item F. - Consent Agenda:

The following items are considered routine business by the Village Board and were presented for a single approval in the form listed below:

1. Total Expenditures (Payroll and Vouchers) - \$2,418,594.24. The vouchers have been reviewed by Trustee Senak and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.
2. April 16, 2018 Regular Workshop Meeting Minutes
3. April 16, 2018 Special Workshop Meeting Minutes
4. April 23, 2018 Regular Village Board Meeting Minutes
5. Affirm the Appointment of John Zemenek by Village President Diane McGinley to Serve as Ethics Officer
6. Approve the Recommendation of Village President Diane McGinley that the Following Appointments and Reapportionments be made for Various Commissions:

Board of Fire and Police Commissioners: Cynthia Steinback, for a term ending June 30, 2018; Andrea Kozak, for a term beginning July 1, 2018 and ending May 31, 2021

Building Board of Appeals: Thomas Bredfeldt, Chairman, for a term ending May 31, 2019; Brian Beck, for a term ending May 31, 2021; Eric Ogden, for a term ending May 31, 2021

Capital Improvements Commission: Michael Lane, Chairman, for a term ending May 31, 2019; Eric Kumar, for a term ending May 31, 2021; Todd Ryne, for a term ending May 31, 2021

Environmental Commission: Adam Kreuzer, Chairman, for a term ending December 31, 2018; David Meehan, Chairman, for a term beginning January 1, 2019 and ending May 31, 2020; Michael Malone, for a term ending May 31, 2021; David Meehan, for a term ending December 31, 2018; Peter Blatchford, Student Commissioner, for a term ending May 31, 2019

Finance Commission: Matt Halkyard, Chairman, for a term ending May 31, 2019; Brenton Peck, for a term ending May 31, 2021

Historic Preservation Commission: Leland Marks, Chairman, for a term ending October 31, 2018; Tim Loftus, Chairman, for a term beginning November 1, 2018 and ending May 31, 2020;

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Plan Commission: Mary Loch, Chairman, for term ending May 31, 2019; Tracy Heming-Littwin, for a term ending May 31, 2021; David Rodemann, for a term ending May 31, 2021; Bob Vavra, for a term ending May 31, 2021

Recreation Commission: Timothy O'Shea, Chairman, for a term ending May 31, 2019; Brian Driver, for a term ending May 31, 2021; Kevin Kennebeck, for a term ending May 31, 2019; Mark Reinke, for a term ending May 31, 2020; Codie Surratt, for a term ending May 31, 2021

Zoning Board of Appeals: Gregory Constantino, Chairman, for a term ending May 31, 2019; Matthew Jones, for a term ending May 31, 2021; Steve Lucchesi, for a term ending May 31, 2021; Chip Miller, for a term ending May 31, 2021; Reed Panther, for a term ending May 31, 2021; Thomas Whalls, for a term ending May 31, 2021; Madeleine Greenleaf, Student Commissioner, for a term ending May 31, 2019

7. Amend the Fire Prevention Award Program to Include Properties in the Roosevelt Road Tax Increment Financing District.
8. Ordinance No. 6598, An Ordinance Granting Exterior Appearance Approval for Nobel House Restaurant, to be located at 419A North Main Street.
9. Ordinance No. 6599, An Ordinance Approving a Construction-Necessitated Variation from the Accessory Structure Setback Requirements of the Zoning Code to Maintain the Construction of an Outdoor Kitchen, Fire Pit & Trampoline on the Property at 614 Lenox Road.

President McGinley stated Item #8 was removed from the Consent Agenda and added to the regular Board Meeting Agenda as letter K.

Trustee Pryde asked for Item # 10 to be pulled from the Consent Agenda to be discussed and voted on separately.

Trustee Kenwood asked for Item #7 to be pulled from the Consent Agenda to be discussed and voted on separately.

A motion was made by Trustee Senak and seconded by Trustee Kenwood to approve Consent Agenda Items 1-6 and 9.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

President McGinley thanked the new and continuing Commissioners and Members of the Village Commissions and Boards.

President McGinley congratulated the owner of Nobel House on the approval of the restaurant's proposed exterior appearance. Mr. Cilio thanked the Village Board for their support and stated he hopes to have Nobel House open in July.

Consent Agenda Item #7

Trustee Kenwood stated all properties on Roosevelt Road are eligible for a Fire Prevention Award, no matter if the property is in the Roosevelt Road TIF or not. Trustee Kenwood stated these awards should be limited to small businesses. Trustee Senak asked where the line would be drawn to see which businesses then would qualify for this. Trustee Kenwood stated these awards should be for start-up entrepreneurs and smaller companies.

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President McGinley stated there is control of these awards at the Village Board level as she is not sure how the language could be written for this proposed criteria. Attorney Mathews stated some type of financial need is required for this award. Village Manager Franz stated there is language already built into the awards programs for this.

A motion was made by Trustee Senak and seconded by Trustee Kenwood to amend the Fire Prevention Award Program to include Properties in the Roosevelt Road Tax Increment Financing District.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Consent Agenda Item #10

Trustee Pryde stated this work seems sloppy and does not see much hardship to grant this variation. Trustee Pryde asked about similar circumstances for a property down the street. Trustee Pryde stated he is a bit concerned with granting precedence on this. President McGinley stated Trustee Pryde was a few minutes away from joining the meeting in-person so this item was put on hold until Trustee Pryde was physically at the meeting.

After Trustee Pryde joined the meeting in-person, this discussion continued.

Trustee Pryde asked what the necessity is for the variations. Planning and Development Director Hulseberg showed an overview of the property and stated homeowners, Brain and Christy Collie own 614 Lenox Road and purchased 618 Lenox Road and the preceded to consolidate the two lots. Planning and Development Director Hulseberg presented a timeline of events leading up to the Planning and Development Department’s knowledge of a Code violation on the property at 614 Lenox Road. Planning and Development Director Hulseberg stated in December 2017, the Village’s building inspectors found completed work in the rear of the home, including reconstructed retaining walls, a new patio, pergola and an outdoor kitchen, all which had been constructed without the issuance of a permit. Planning and Development Director Hulseberg stated the Collies have requested Construction Necessitated Variations (CNV) which are variations requested after construction is done and will result in higher fees for the variances.

Planning and Development Director Hulseberg stated at the Zoning Board of Appeals (ZBA) public hearing on April 10, 2018, the ZBA voted to recommend approval of the requested variations with seven (7) yes notes to zero (0) no votes, Planning and Development Director Hulseberg stated several members of the ZBA did feel that the project should have been better managed and the lack of knowledge of the Code is not an acceptable excuse for what resulted on the property. Planning and Development Director Hulseberg stated at the ZBA public hearing, the Collies explained there were many different individuals involved in this rear-yard project, and these individuals were not speaking to each other.

Trustee Fasules stated he does not want to see the Village Board make the homeowners move all of this. Trustee Pryde asked if the Village Board was going to set precedent on this.

Trustee Kenwood stated the Village should go after the people who did the work. Trustee Ladesic stated there were multiple contractors working in parallel who were not talking to each other. Trustee Ladesic stated this is an accountability issue, and he supports the petitioners’ requested variations. Trustee Fasules stated the process is there with CNV’s, and he supports these requested variations.

Trustee Kenwood stated they need to make note of who these contractors were for the next time they apply for permits. Trustee Ladesic agreed with this and stated the Village should have authority on this during the contractor registration process. Planning and Development Director Hulseberg stated the Village can revoke a contractor registration.

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Trustee Pryde stated he is a professional who has practiced in the Village for 30 years, and the contractors should have known better and not guaranteed these variations could be done.

President McGinley asked if this is an issue due to people combining lots. Trustee Pryde stated it might be, but the City of Chicago just enacted policy that shuts down red flags and denies permits. Trustee Pryde stated he wants to ensure they stop this from happening again. President McGinley stated the Village Board should vote on this now and then have a separate conversation about holding contractors accountable.

Trustee Kenwood stated the message to contractors should be loud and clear, and the Village should revoke the ability for contractors who violate the Village's permit policies to do work in the Village. President McGinley stated the staff will look at this.

Planning and Development Director Hulseberg stated the standards of approval for CNV are the same as regular variations, and in this case, the hardship is the sizeable width of the lot which requires larger setbacks.

Trustee Senak stated he is the ZBA Trustee Liaison and was at the ZBA public hearing on this. Trustee Senak stated the petitioners explained how and why these issues occurred and then the ZBA vetted the information carefully and voted unanimously to recommend approval of these proposed variations.

A motion was made by Trustee Senak and seconded by Trustee Kenwood to approve Ordinance No. 6599, an Ordinance approving a Construction-Necessitated Variation from the Accessory Structure Setback Requirements of the Zoning Code to maintain the construction of an Outdoor Kitchen, Fire Pit & Trampoline on the Property at 614 Lenox Road.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

Agenda Item G – Lot Coverage Variation for 569 Prairie Avenue

Planning and Development Director Hulseberg presented background on this variation request and showed an overview picture of the property at 569 Prairie Avenue. Planning and Development Director Hulseberg stated property owners John Snyder and Jean Ostrander are requesting approval of a variation from the Glen Ellyn Zoning Code to allow the construction of a one-story addition on the rear of their home at 569 Prairie Avenue, resulting in a low coverage ratio (LCR) of approximately 23.94% in lieu of the maximum permitted LCR of 20% for residences more than one story in height. Planning and Development Director Hulseberg stated the petitioners are the original homeowners of this property, and when the homeowners originally built the home, the allowed LCR was 25%. Planning and Development Director Hulseberg stated the property was developed as part of the 12-home subdivision Hawthorne Place. Planning and Development Director Hulseberg stated after the Hawthorne School was demolished, the property was subdivided to accommodate 12 single-family home, requiring 36 variations in total.

Planning and Development Director Hulseberg stated the ZBA thought the 12 non-conforming lots already had plenty of variations, and none of the other properties in this subdivision have been granted additional zoning variations beyond what was originally granted for the development of the subdivision. Planning and Development Director Hulseberg stated the ZBA voted to recommend denial of this variation request which carried by a vote of six (6) yes votes and (0) no votes.

Trustee Senak asked no matter what vote the Village Board gives, the petitioners can still do the Administrative Variations process to which Planning and Development Director Hulseberg stated yes, for up to 22% LCR.

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Trustee Kenwood stated there is a hardship as the garage cannot be detached on this property. Planning and Development Director Hulseberg stated due to restrictions created by a drainage easement and the topography in the rear of the property, the petitioners more than likely could not do a detached garage. Trustee Fasules stated when the LCR was decreased to 20%, this put a hardship on the properties that were 55-feet in width.

Trustee Ladesic read a piece written by former Village Attorney Stewart Diamond regarding hardships. Trustee Ladesic stated a hardship does not really need to be presented for the ZBA or the Village Board to approve or deny something. Attorney Mathews stated hardships have been subject to debate from the time zoning laws began. Attorney Mathews stated the Village Board has discretion over determination of a hardship. Trustee Ladesic stated he has no problem with this request.

Planning and Development Director Hulseberg showed the existing plat of survey. Trustees Pryde and Fasules stated they support approving this variation. Trustee Senak stated he will support the ZBA and deny this variation.

Trustee Enright asked if the neighbors were notified on this variation request. Planning and Development Director Hulseberg stated the neighbors were given notice and are supportive of the variation.

President McGinley stated the hardship is the home was built at 20.9% LCR when the Village then allowed a 25% LCR, and the width of the lot.

ZBA Member Jones spoke on this item; however, Attorney Mathews stated Commissioners and Board Members cannot speak at Village Board Meetings as the ZBA is an advisory board and had already given their recommendation on this variation request.

Trustee Ladesic asked if this variation request will go through engineering review to which Planning and Development Director Hulseberg stated it will.

Planning and Development Director Hulseberg stated the ordinance will be redrafted with the standard supporting for the variation request.

A motion was made by Trustee Enright and seconded by Trustee Senak to approve Ordinance No. 6600, an Ordinance allowing a Lot Coverage Ratio Variation for the property located at 569 Prairie Avenue to allow the Construction of an Addition on the Rear of the Home.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic and Pryde voted "aye." Trustee Senak voted "no." Motion carried.

President McGinley thanked the ZBA for their efforts on this matter.

Agenda Item H – Zoning Text Amendments

Planning and Development Director Hulseberg presented background on text amendments to the Zoning Code that the Plan Commission had reviewed at meetings on January 11, 2018, February 22, 2018 and March 8, 2018. Planning and Development Director Hulseberg stated the staff incorporated the comments from the Plan Commission and the audience that were present at the public hearings.

Trustee Kenwood asked about #8. Planning and Development Director Hulseberg explained how lot width plays into the amendment. Trustee Kenwood asked if this would impact the ability for solar panels

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to face the sun in an efficient way. Planning and Development Director Hulseberg stated she can pull #8 and bring it back to the Village Board. Trustee Pryde suggested amending the language to say the same setback as the structure. Trustee Ladesic asked for the 15% to be amended to 10%. The Village Board agreed to this.

Trustee Kenwood asked about #10. Planning and Development Director Hulseberg stated the direction of the Village Board was to remove basketball pole setbacks.

Trustee Kenwood asked about #14 and stated there should be another pair of eyes looking at light pole spacing. Planning and Development Director Hulseberg stated there are currently foot candle requirements, and this provision was outdated. Planning and Development Director Hulseberg stated the staff has not found a modern version of this provision.

Trustee Kenwood asked about #16. Planning and Development Director Hulseberg stated that all references to the former Architectural Review Commission will be removed.

Trustee Kenwood asked about #20. Planning and Development Director Hulseberg stated this is being amended from 18 feet to 20 feet due to larger suburban vehicles that are over-hanging the sidewalk.

Trustee Senak asked about #13 and stated he is not comfortable with singling out one type of business. Planning and Development Director Hulseberg stated any existing Beauty/Barber Shop or Nail Salon can remain in the downtown. Planning and Development Director Hulseberg stated in the Central Core, the Village is maintaining more retail and restaurants on Main Street as they create a synergy with each other. Planning and Development Director Hulseberg stated these businesses can stay on the Central Core periphery as they are considered service businesses. Village Manager Franz stated the amount of parking needed for these is a concern.

Trustee Pryde stated they are not restricting retail shops or restaurants, but this seems to be a restriction of trade. Trustee Ladesic stated he is supportive of this.

President McGinley stated many other businesses do require Special Uses to be in the Central Core as well. Planning and Development Director Hulseberg stated these businesses are more of a service category. Trustee Senak stated he can endorse this if there is a legitimate economic development basis. Trustee Pryde stated this looks isolated because other service establishments are not included in this certain amendment. Planning and Development Director Hulseberg stated Zoning District C5A is considered Central Core Retail, and Zoning District C5B is considered Central Core Service.

Trustee Senak asked about #23 and stated if there have been any concerns with having generators close to the lot line. Planning and Development Director Hulseberg stated there have been no complaints on this.

A motion was made by Trustee Pryde and seconded by Trustee Fasules to approve Ordinance No. 6601 - VC, an Ordinance approving Text Amendments to the Glen Ellyn Zoning Code.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

Agenda Item I – 2018 Street Resurfacing Project

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Senior Civil Engineer Daubert presented background on the resurfacing project and showed an overview picture of the streets. Senior Civil Engineer Daubert stated the design and competitive bidding process have been completed. Senior Civil Engineer Daubert stated staff is recommending the construction contract be awarded to Orange Crush, LLC in the amount of \$1,039,154.64 with a 3% contingency and the construction engineering services agreement be awarded to Engineering Resource Associates, Inc. (ERA).

Senior Civil Engineer Daubert reviewed the streets included in this project and stated they are working on getting Ramblewood dedicated to the Village.

A motion was made by Trustee Kenwood and seconded by Trustee Pryde to approve the following:

1. Motion to authorize the Village Manager to execute a construction contract with Orange Crush, LLC of Hillside, Illinois, in the amount of \$1,039,154.64, for the 2018 Street Resurfacing Project, to be expensed to the Capital Projects Fund.
2. Motion to authorize the Village Manager to execute an agreement with Engineering Resource Associates, Inc. (ERA) of Warrenville, in the amount of \$61,079.00, for Construction Engineering Services on the 2018 Street Resurfacing Project, to be expensed to the Capital Projects Fund.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted "aye."

Agenda Item J. – Hill Avenue Utility Improvements

Senior Civil Engineer Daubert presented background on the utility improvements and stated this project will extend the water mains on Crescent and Hill and allow the Village of Lombard to abandon the water main under Interstate 355. Senior Civil Engineer Daubert stated the total project will be approximately \$710,000 which will be split between the Villages of Glen Ellyn and Lombard, with Lombard paying approximately \$426,000.

Senior Civil Engineer Daubert stated the Village previously retained the engineering firm of Walter E. Deuchler Associates, Inc. for preliminary design on improvements as the Village has long been interested in extending its sewer and water infrastructure into this area. Senior Civil Engineer Daubert stated staff is recommending awarding the agreement to Walter E Deuchler Associates, Inc. in the amount of \$59,100. Senior Civil Engineer Daubert stated the design would commence immediately with the hopes that the work will be done by the end of this summer.

A motion was made by Trustee Kenwood and seconded by Trustee Pryde to approve the following:

1. Resolution No. 18-11, A Resolution Authorizing the Village President to Execute an Intergovernmental Agreement between the Village of Glen Ellyn and the Village of Lombard Regarding the Construction of a Water Main to Connect the Glenbard Wastewater Authority Combined Sewer Overflow Facility to the Glen Ellyn Water Distribution System.

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2. Motion to authorize the Village Manager to execute an agreement with Walter E. Deuchler Associates, Inc. of Aurora, Illinois for the Hill Avenue Utility Improvements project, in the not-to-exceed amount of \$59,100, to be expensed to the Water and Sanitary Sewer Fund.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Agenda Item K. – Public Hearing to Consider an Amendment for an Annexation Agreement for 30 Valley Road

A motion was made by Trustee Fasules and seconded by Trustee Kenwood to open a Public Hearing at 7:34 p.m. to consider an Amendment for an Annexation Agreement for 30 Valley Road.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Planning and Development Director Hulseberg provided background on the proposed annexation agreement amendment and stated property owners Shamim and Mohammad Hanif were not the owners of 30 Valley Road when the annexation agreement was signed. Planning and Development Director Hulseberg stated the Village contacted the Hanif’s in 2012, informing them of the requirement of the annexation agreement for the property owners to connect to the Village’s water and sanitary mains. Planning and Development Director Hulseberg stated the Hanif’s provided the staff with two estimates for the work which are in excess of \$16,000, and this figure does not include the building permit fees which would be approximately \$3,500 to \$5,000. Planning and Development Director Hulseberg stated the Hanif’s have suggested that the expense to make the connection is too great, and they do not anticipate being able to meet this obligation so the Hanif’s have requested that the Village amend their annexation agreement to extend the utility connection requirement date from June 30, 2012, to such a time that the property is sold.

Planning and Development Director Hulseberg stated in accordance with this request, staff has drafted an amendment to the annexation agreement which will allow any new owner(s) of the property 6 months from the closing date to connect the property to the Village’s sanitary and water mains. Planning and Development Director Hulseberg stated any purchaser of the property would be required to sign a utility connection agreement prior to the issue of the transfer stamps on the property, which will ensure that any new owner of the property is aware of the requirement to connect to utilities before they purchase the property.

Trustee Ladesic asked if the other property owners on Valley Road have connected to which Planning and Development Director Hulseberg stated they have as far as the staff knows.

Trustee Ladesic asked if the well and septic systems are good to which the Hanif’s stated these systems are fine. Trustee Ladesic stated if well and septic systems fail, the DuPage County Health Department will require a property owner(s) to connect to utilities. Planning and Development Director Hulseberg stated this has happened before, and the DuPage County Health Department does enforce this.

Trustee Senak asked when the notice would be provided to the potential purchasers. Planning and Development Director Hulseberg stated when the transfer stamps are applied for. Trustee Senak asked if a purchaser could be made aware of this earlier in the process. Planning and Development Director Hulseberg stated this will be recorded and will be a part of the chain of title.

Trustee Pryde entered the meeting in-person at 7:39 p.m.

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Village Manager Franz stated inherently, the sellers need to be up front with the annexation amendment with the purchaser as well.

A motion was made by Trustee Kenwood and seconded by Trustee Fasules to close a Public Hearing at 7:43 p.m. to consider an Amendment for an Annexation Agreement for 30 Valley Road.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Village Clerk Chereskin asked if President McGinley needed to vote on this due to the Annexation piece to which Attorney Mathews stated she does not as it is an amendment to the Annexation Agreement.

A motion was made by Trustee Kenwood and seconded by Trustee Fasules to approve Ordinance No. 6597, an Ordinance amending the Annexation Agreement for the Property located at 30 Valley Road to extend the required utility connection date.

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Agenda Item L. – Reminders

3. A Village Board Workshop is scheduled for Monday, May 21, 2018 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
4. A Village Board Meeting is scheduled for Tuesday, May 29, 2018 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business

None

Adjournment

At 9:00 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Fasules to adjourn to adjourn to Executive Session for review and potential release of executive session minutes pursuant to 5 ILCS 120/2 (C) (21), litigation matters pursuant to 5 ILCS 120/2 (C) (11), the purchase or lease of real property pursuant to 5 ILCS 120/2 (C) (5) and setting the price for sale or lease of public property pursuant to 5 ILCS 120/2 (C) (6) without returning to open session thereafter. Trustee Ladesic stated he was also adding for the discussion of specific employees pursuant to 5 ILCS 2 (C) (1).

Upon roll call, Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak voted “aye.”

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin
Village Clerk

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Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Administration
Department Head: Angela Andrianopoulos
Category: Award
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 3328)

DOC ID: 3328

Approve a Facade Improvement Award in the amount of \$12,500, to be expensed to the General Fund and a Fire Prevention Award in the amount of \$15,000, to be expensed to Roosevelt Road TIF Fund for Jimmy Johns at 632 Roosevelt Road (Economic Development Coordinator Hannah)

Background

Staff has been working with Ryan McGuire of Jimmy Johns for several months on relocating their business to 632 Roosevelt Road to add a drive-thru element to their restaurant. They are currently located in the Baker Hill Shopping Center, without a drive-thru. On October 23, 2017, the Village Board approved the special use for their drive-thru at this new location. With the approval of the special use, a right-in right-out "porkchop" was required at the entrance on Roosevelt Road. Like other scenarios in the Roosevelt Road TIF District where public improvements were required to facilitate a development project, the Village has committed to assisting with the sidewalk, and public safety improvements up to \$12,000 from the Roosevelt Road TIF Fund.

In order to make the necessary improvements to the long vacant building, Mr. McGuire is asking for a \$15,000 Fire Prevention Award and a \$15,000 Façade Improvement Award.

Award Background

The Fire Prevention Award and Façade Award Programs were created to facilitate the private sector in making interior improvements that encourage new retail businesses or the retention of existing retail businesses in the Village. Approved projects are eligible for up to a maximum of \$15,000 per for façade and additional interior improvements based on the following award scale per program:

Investment			Award
Low		High	
\$ 2,000.00	up to	\$ 3,499.00	\$ 1,000.00
\$ 3,500.00	up to	\$ 4,999.00	\$ 1,750.00
\$ 5,000.00	up to	\$ 7,499.00	\$ 2,500.00
\$ 7,500.00	up to	\$ 9,999.00	\$ 3,750.00
\$ 10,000.00	up to	\$ 12,499.00	\$ 5,000.00
\$ 12,500.00	up to	\$ 14,999.00	\$ 6,250.00
\$ 15,000.00	up to	\$ 17,499.00	\$ 7,500.00
\$ 17,500.00	up to	\$ 19,999.00	\$ 8,750.00
\$ 20,000.00	up to	\$ 24,999.00	\$10,000.00
\$ 25,000.00	up to	\$ 27,499.00	\$12,500.00
\$ 27,500.00	up to	\$ 29,999.00	\$13,750.00
\$ 30,000.00	up to	+	\$15,000.00

The Village Board approved \$125,000 for the downtown award programs (including the Downtown Interior Program, Façade Improvement Program and Fire Prevention Assistance Program) and \$30,000 for Roosevelt Road and Historic Stacy's Corners commercial district as part of the 2018 annual budget. On May 14, 2018, the Village Board approved allocating \$30,000 from the Roosevelt Road TIF District to Fire Prevention Awards for projects located within the Roosevelt Road TIF District. These are the first Roosevelt Road façade and fire prevention award requests for 2018. There is \$30,000 in available funds remaining for Roosevelt Road Façade Awards in the General Fund and \$30,000 in available funds remaining for Roosevelt Road Fire Prevention Awards in the Roosevelt Road TIF Fund.

Downtown Fire Prevention and Façade Award Issues

Façade Improvement Awards are available to all commercial properties in the Village. Eligible applicants include the owners of commercial buildings or commercial businesses. Work which qualifies for assistance through the Façade Improvement Award includes improvements to the exterior of a building which are visible from the public right-of-way and are permanent structural improvements. Eligible improvements include significant façade enhancements, new window systems or frame replacement and repair (excluding broken glass), exterior doors, exterior lighting, restoration of original architectural features, exterior building materials for building additions, or other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Fire Prevention Awards are available to all commercial properties in the Village's Central Business Districts (C5A or C5B) or Roosevelt Road TIF District. Eligible applicants include the owners of commercial buildings or commercial businesses. The program provides awards for installation or updating of fire safety and suppression systems. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Mr. McGuire has provided staff with an estimate outlining the costs associated with façade and fire prevention renovations. Staff recognizes the following eligible award improvement costs outlined/identified proposals provided in the application:

Replacing Windows and doors	\$ 6,240
Siding	\$ 18,900
Installation of Sprinkler System & related components	\$ 17,980
Installation of water service for new sprinkler system	\$ 13,700
Total eligible expenses	\$ 56,820

Mr. McGuire included in his façade estimate painting of brick and rebuilding the garbage corral, totaling and additional \$7,140; this work is not eligible for assistance in the current façade award program and has been removed from staff's list of eligible expenses. Therefore, staff is recommending \$12,500 Façade Award rather than the \$15,000 Façade Award being requested.

Where the Fire Prevention Award Program allows for financial assistance for installation of sprinkler systems, staff is recommending \$15,000 in fire award funds. These improvements are consistent with the intent of the Award programs.

Funding

As approximately \$60,000, is remaining in the proposed 2018 budget (see attached summary), there are sufficient funds available for this request.

Action Requested

Staff recommends awarding up to \$27,500, via the Village's Award programs. This investment is consistent with the award program as outlined. The Village Board may approve the request for a \$15,000 Fire Prevention Award and a \$12,500 Facade Improvement Award for Jimmy Johns (total of \$27,500); OR approve a different Award amount; OR choose to deny the request.

Attachments

1. Jimmy Johns - 632 Roosevelt Road Award Applications
2. Award Budget Summary

ATTACHMENTS:

- Award Budget Summary 05-17-18 (PDF)
- Fire and Facade Award Applications for Jimmy Johns (PDF)

	BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2018 - \$185,000 Total Funds Available									
*	Nobel House	Ariel Darmoni	419 A N. Main St	Fire	9/25/2017	2/12/2018	\$ 15,000.00	\$ 15,000.00	
*	Sushi Ukai	Ariel Darmoni	419 B N. Main St	Fire	9/25/2017	2/12/2018	\$ 15,000.00	\$ 15,000.00	
*	536 Crescent Blvd	William Jegen	536 Crescent Blvd	Façade	1/4/2018	2/12/2018	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00
*	Sushi Ukai	Liyan Huang	419 B N. Main St	Interior	2/8/2018	2/26/2018	\$ 15,000.00	\$ 15,000.00	
*	Sushi Ukai	Liyan Huang	419 B N. Main St	Façade	2/8/2018	2/26/2018	\$ 15,000.00	\$ 15,000.00	
*	Nobel House	David Cilio	419 N. Main St	Interior	3/7/2018	3/19/2018	\$ 15,000.00	\$ 15,000.00	
*	Nobel House	David Cilio	419 N. Main St	Façade	3/7/2018	3/19/2018	\$ 15,000.00	\$ 15,000.00	
**	Jimmy Johns	Ryan McGuire	632 Roosevelt Road	Façade	5/15/2018		\$ 12,500.00		
+	Jimmy Johns	Ryan McGuire	632 Roosevelt Road	Fire	5/15/2018		\$ 15,000.00		
							\$ 125,000.00	\$ 105,000.00	\$ 15,000.00

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

+ \$30,000 for Roosevelt Road Fire Prevention Awards to RR TIF Properties

	BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2017 - \$155,000 Total Funds Available									
*	Oak & Steel	Dana Reese	480 N Main Street	Fire	10/13/2016	11/14/2016	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Interior	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Façade	10/1/2016	11/14/2016	\$ 15,000.00	\$ 15,000.00	
*	Sunshine Dance	Sheri Dahl	515 Crescent Blvd	Fire	11/15/2016	12/12/2016	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
*	The BookStore/ String Theory	Patrick Melady	475-477 N Main Street	Façade	11/28/2016	12/12/2016	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Interior	1/12/2016	1/23/2017	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
*	Maize & Mash	Nick Roberge	430 N Main Street	Façade	1/12/2016	1/23/2017	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
*	Two Hound Red	Jon With	486 Pennsylvania Ave	Fire	5/15/2017	6/12/2017	\$ 15,000.00	\$ 15,000.00	
*	Blonde Boutique	Allison Ohlander	494 N. Main St	Façade	5/31/2017	6/12/2017	\$ 5,000.00	\$ 5,000.00	
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Façade	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
*	Blackberry Market	Anna & Bob Davidson	401-409 N. Main St	Interior	8/8/2017	8/28/2017	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
*	McMae's on Main	Greg McCaffrey	411 N Main St	Interior	9/25/2017	10/23/2017	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
							\$ 116,000.00	\$ 116,000.00	\$ 66,000.00

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2016 - \$130,000 Total Funds Available								
JAYNE*	Craig B. Cohen	476 N. Main Street	Façade	1/11/2016	2/16/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
JAYNE*	Joseph Costello	476 N. Main Street	Fire Prev	2/16/2016	3/22/2016	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00
Ramco 450 LLC**	Brian Blizzard	575 - 581 E Roosevelt	Façade	3/8/2016	5/28/2013	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Deacon & Mercy*	Gary Danno	430 N Main Street	Façade	4/1/2016	4/25/2016	\$ 5,000.00	\$ 5,000.00	\$
Crepe House*	Ilirjan Jankulla	548 Crescent Boulevard	Interior	4/13/2016	4/25/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
Stam*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Stam*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Designstorms*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Beer Cellar	David Hawley	488 Crescent Boulevard	Interior	8/31/2016	9/12/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
481 N Main	Rich Somolik	481 N Main Street	Fire Prev	9/7/2016	9/26/2016	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Glen Art Theatre	Eric White	540 Crescent Boulevard	Fire Prev	9/7/2016	9/26/2016	\$ 15,000.00	\$ 15,000.00	
Oak & Steel	Dana Reese	480 N Main Street	Façade	10/13/2016	11/14/2016	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
						\$ 129,750.00	\$ 129,750.00	\$ 98,500.00

*\$100,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

Deacon & Mercy closed August 25. Their funds were never distributed and have been placed back in available funds.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2015								
Ramco 450 LLC	Brian Blizzard	575 - 581 E Roosevelt	Façade	1/13/2015	2/9/2015	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
GLBRT 479 LLC	Jay Gilbert	479 N Main Street	Fire Prev	3/4/2015	3/23/2015	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Marché	Jill Foucré	496 N. Main Street	Façade	5/19/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Banyan Tree Mall	Ken Lubowich	485 N. Main Street	Interior	5/28/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Marché	Jill Foucré	496 N. Main Street	Interior	7/29/2015	8/17/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Re:New	Rich Somolik	483 N. Main Street	Interior	9/3/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Interior	9/14/2015	9/28/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
* M & Em's	Jonathan Goldsmith	460 N. Main Street	Façade	9/14/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ _____
Main Street Pub	Kevin Hahn	466 N. Main Street	Façade	10/1/2015	10/12/2015	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Interior	10/1/2015	10/12/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 127,500.00	\$ 127,500.00	\$ 117,500.00

* Closed on October 24, 2017 due to inaction by the applicant.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
SY 14								
TMC ²	Thomas & Sue Martin	450 Duane Street	Façade	5/29/2014	6/9/2014	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A Toda Madre	Patrick Neary	499 Main Street	Interior	8/4/2014	8/11/2014	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Busy Bee Barber	Dennis Etheridge	417 Main St	Façade	9/30/2014	10/13/2014	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
						\$ 16,750.00	\$ 16,750.00	\$ 16,750.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	\$ 529.00
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	-
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014	4/28/2014	\$ 15,000.00	\$ 11,400.00	\$ 11,000.00
Olive 'n Vinnie's*	Karen & Gary Evensen	449 Main Street	Façade	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	\$ -
						\$ 92,156.45	\$ 88,556.45	\$ 73,245.95

*2/1/2016 decided to not move forward with the window replacement.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 111,570.98	\$ 107,087.87	\$ 106,792.71

VILLAGE OF GLEN ELLYN

Fire Prevention Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification

BUSINESS OWNER INFORMATION:

Business Owner Name: _____

Home Address: _____

Business Name: JIMMY JOHNSBusiness Address: 632 ROOSEVELT RD.Business Phone: 630-318-2355 Fax: _____

Home Phone: _____ Email: _____

If tenant, what is the expiration date of your current lease? FEBRUARY 28, 2034If buyer under contract or tenant, who is the property owner? STEEPLE RUN LLCProperty Owner Name: STEEPLE RUN LLC - JOSEPH BOCHENSKI (MANAGER)Property Owner Address: 9440 ENTERPRISE DR. MOKENA IL. 60448Property Owner Phone: 708-390-1629 Property Owner Fax: 708-478-7667Property Owner E-mail: AERICKSON@LEFIRESTATE.COM

DESCRIPTION OF PROPOSED IMPROVEMENTS

REHABILITATION OF THE BUILDING, LOCATED AT 632
 ROOSEVELT RD, REQUIRES THE INSTALLATION OF A NEW
 SPRINKLER SYSTEM. NEW SYSTEM WILL COMPLY WITH ALL
 CURRENT CODES. THE REQUIREMENT FOR SPRINKLER ALSO
 REQUIRES NEW 4" WATER SERVICE TO BE INSTALLED, TO
 SERVING THE SYSTEM.

ITEMIZED ACTIVITY DESCRIPTION

COST

INSTALLATION OF SPRINKLER SYSTEM AND
 ALL RELATED COMPONENTS

\$17,980.00

INSTALLATION OF WATER SERVICE, FOR
 NEW SPRINKLER SYSTEM

\$13,700.00

TOTAL PROJECT COST:

\$31,680

AMOUNT OF AWARD REQUESTED:

\$15,000.00

FIRST AMENDMENT TO LEASE

THIS AMENDMENT TO LEASE is entered into effective as of March 20, 2018 by and between STEEPLE RUN LLC ("Landlord") and JS FORT GROUP, INC.. ("Tenant").

WITNESSETH:

THAT WHEREAS, Landlord entered into that certain Lease dated March 22, 2017 (the "Lease") by and between Landlord and Tenant for the premises described in the Lease (the "Premises") which are part of that certain real property located at 632 Roosevelt Road, Glen Ellyn, Illinois; and

WHEREAS, Landlord and Tenant desire to amend the Lease, as more particularly provided hereinafter.

NOW, THEREFORE, in consideration of the premises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Landlord and Tenant agree that the Commencement Date as stated in (j) "Commencement Date", shall be changed to reflect the following: Base rents shall commence 6 months after Tenant's opening for business, or on March 1, 2019, whichever is first.
2. Landlord and Tenant agree that Tenant's Rent for as stated in EXHIBIT F, shall be changed to reflect the following:

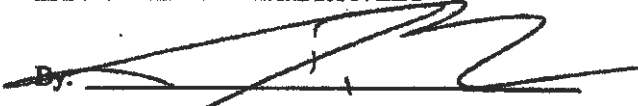
Year 1:	1,905 SF			
Year 2:	1,905 SF			
Years 3-4:	1,905 SF			
Year 5:	1,905 SF			
Years 6-15:	1,905 SF			

3. Landlord's Contribution as stated in EXHIBIT C shall be changed from \$25,000.00 to \$40,000.00.
4. Tenant agrees that it has waived any and all lease contingencies granted in the original lease.
5. The Lease, except as modified herein, remains unchanged.
6. Effect of Amendment, Ratification. The amendments contained herein shall modify and amend the Lease only to the extent provided herein. This Amendment shall not modify, amend, cancel, alter or change any other term, condition, provision or obligation contained in the Lease, which shall otherwise remain in full force and effect and is hereby ratified by the parties.
7. Entire Agreement. This Amendment constitutes the entire agreement between the parties as to the subject matter hereof. There are no verbal understandings, agreements, representations or warranties which are not expressly set forth herein. By execution hereof, each party certifies that he/she has read this Amendment and understands the various terms and conditions hereof and has the requisite corporate authority to execute and deliver this Amendment.

TENANT: JS FORT GROUP INC.

LANDLORD: STEEPLE RUN LLC

By: 

By: 

Title: President

Joseph T. Bochenski, Manager



713 W. Annoreno Drive Addison, IL 60101
Telephone: 630-837-3225 Facsimile: 630-837-3227

May 14, 2018

LETTER OF PROPOSAL

Mr. Ryan McGuire
JS Fort Group, Inc.
1400 Brook Dr.
Downers Grove, IL 60515
(815) 494-4666
Rmcguire.jj@att.net

Re: Jimmy Johns
632 Roosevelt Rd.
Glen Ellyn, IL

Dear Ryan:

We are please to quote you our price to furnish all necessary working plans, material, shop fabrication, taxes, trucking and local field labor, to provide the following services:

- Install 1 complete wet pipe sprinkler system utilizing sprinklers spaced at 130 sq. feet for Ordinary Hazard, Group II occupancy in the attic and work area. 194 Sq. feet in the dining area for Light Hazard occupancy.
- Pendent sprinklers in areas of ceiling will be Chrome semi- recessed and not necessarily installed in the center of tile and brass upright sprinklers above ceilings due to combustible construction.
- Install a backflow preventor valve per the local codes.
- Install a fire department connection per local codes.

OUR PRICE IS BASED ON THE CONDITIONS THAT:

There an unobstructed concrete floor from which to work.

The entire building will be maintained at a minimum of 40 degrees Fahrenheit. (Insulation to be on the roof level not at bottom cord of joist)

No walls will be built or ceiling systems be installed until our system is roughed in and hydrostatically tested.

There is a water flow test of 60 PSI Static, 55 PSI Residual with 1000 gallons flowing.

Review of our working drawings will be by the local Fire Prevention Bureau and/or city building department.

The installation can be completed by December 31, 18. As after that date RAM FIRE PROTECTION may incur additional labor and material increases.

THE FOLLOWING ITEMS ARE NOT INCLUDED:

Any insurance requirements not previously specified.

Installation, flushing or testing of the new 4" underground lead in. (By others.) (Must be 2 holed, flush and level)

An outlet of the size required by us must be provided by other at top of the incoming supply, so we can connect on top.

Necessary power and/or control wiring of: tamper switches, bells and flow switch.

Fire alarm work.

Fire Sprinkler Systems / New / Build outs / Repairs / Retrofits / 24 Hour Emergency Repairs

**Jimmy John's – Glen Ellyn, IL
May 14, 2018**

Painting of pipes, fittings, hangers, valves or any other apparatus. Protection of sprinkler heads from paint.

Mason and carpenter work to provide any patching and redecorating required.

Pipe identification markers.

Fire stopping pipe penetrations through partitions sleeves.

Fire extinguishers and/or cabinets.

~~Plan review/permit fees, fees charged by outside consultants the city may use.~~

Professional Engineer's Stamp.

~~Concealed sprinklers, center of tile.~~

Premium time, double time or shift differentials.

Fire department connection. (Not required per Village)

Galvanized pipe.

Performance or payment bond.

Reinforcement of structural steel.

Terms of payment are Net 30 days

IN ORDER TO EXPEDITE, PLEASE SIGN AND FAX BACK, AND IF YOU CARE TO FOLLOW UP WITH YOUR OWN PURCHASE ORDER OR CONTRACT.

Payment is due within 30 days from invoice date. After 30 days, buyer agrees to pay 2% interest/month, any cost and attorneys' fees incurred by RAM Fire Protection Incorporated concerning this invoice or payment.

Price: *SEVENTEEN THOUSAND NINE HUNDRED EIGHTY AND 00/100* ————— *\$17,980.00*

Accepted by: _____ Date: _____

Note: Price is good for 15 days

Trusting our price meets with your approval, we remain,

Sincerely Yours:



Raj Mahal
RAM Fire Protection, Inc.
Cell 630-688-2481

Fire Sprinkler Systems / New / Build outs / Repairs / Retrofits / 24 Hour Emergency Repairs



Concrete · Excavating
Conveying · Mass Grading

RUANE CONSTRUCTION INC

8918 Schoger Dr
Naperville, IL 60564

Commercial & Residential

Phone (815) 464-0681
Fax (815) 464-0685

BUDGET

Js Fort Group

1400 Brook Drive
Downers Grove, Illinois 60515
Attn: Ryan McGuire (rmguire@jsfortgroup.com)
Phone: (630) 318-2355
Cell: (815) 494-4666

DATE: 5-1-18 (TR)
PLAN: 4-25-1 Per Village
ADDENDUM: None
LOCATION: **Site Concrete**
632 W. Roosevelt Road
Glen Ellyn, IL

Completion of Site Concrete and Related Excavation.....	\$ 47,800.00
Alt #1: Full Curved ADA Plates for ROW.....	\$ 750.00
Alt #2: Curb for East Side of Lot.....	\$ 5,000.00
Alt #3: 4" Watermain, Valve and Tap.....	\$ 13,700.00

Concrete Scope of Work Includes:

Sawcut and Remove Curb and Asphalt for Work Listed Below. Haul Material Offsite.
Pour Site Curbs (B6, B6-12, B6-24).
Pour Site and Public Walks with (4) Straight 4'x 2' ADA Inserts.
Pour (2) Ramps and (1) Menu Board Slab. Pour New Public Walk per Sheet 4 of 11.
Furnish and Install (3) Bollards, Pour (1) Commercial Entrance Apron.

Watermain Scope of Work Includes:

Sawcut and Remove Asphalt for Work Listed Below. Haul Material Offsite.
Tap Main and Install Valve Box. Run New 4" Ductile Iron Main Into Building.
Install Riser into Building. Backfill with Stone. (No testing or Chlorination Included)

Note: Bid is per above specifications no additional scope or work is included regardless of plans or specifications. Asphalt/Lot Patching By Others. Landscaping By Others. Bench Relation By Others.

Not included: Paver Brick Resetting, Rails, Stairs, Drain Tile, Weep Holes, Retaining Wall, Foundations of Any Kind, Dowels, Concrete for Other Trades Work, Joint Fillers, Epoxy Coatings, Anti-Slip Coatings or Finishes, Embed Supply, Color In Concrete, Sealers, Curing Agents, Doweling or Connection to Existing Building, Tenting, Hot or Cold Weather Conditions or Additives, Heat, Traffic Control, Barricades, Permits, Soil Testing, Concrete Testing, Shop Drawings, Hauling or Handling of any Sewer or Plumbers Spoils, Dust Control, Unseen Conditions, Fence / Walk / Asphalt / Curb / Landscape Restoration, Tree Protection, SWPPP work, Soil Removal, Water Pumping, Concrete Wash Out Area, Security, Sleeves, Light Pole Bases, Sign Foundations, Street Patching, Dowels to Curb, Surveying/Staking.

All work to be performed in a good and workmanlike manner. Our work is covered by worker's compensation and public liability insurance. Any alteration or deviation from the plans and specifications will be added to or deducted from the sum quoted in this contract. Ruane Construction cannot be held responsible for flaking, discoloration, or cracks that may occur. All additional agreements must be in writing. Payment terms are thirty (30) days from the invoice date. Purchaser agrees to pay all fees and costs of collection. 1½% per month interest on past due accounts (18% APR).

Respectfully Submitted by: Ruane Construction Inc.

Accepted By:

Date:

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- ✓ Current digital photos of all building facades visible from the public right of way which will receive improvements
- ✓ A schematic drawing with enough detail to depict the proposed improvements
- ✓ Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
- ✓ Consent from the building owner for ~~proposed~~ improvements, by signature on the attached form
- ✓ Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- ✓ A narrative as outlined below:
 - Description of proposed facade work including information about the proposed building materials and methodology for proposed changes.
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

BUSINESS OWNER INFORMATION:Business Owner Name: JEFF FORTHome Address: 869 GLENBARD RD. GLEN ELLYNBusiness Name: Jimmy Johns.Business Address: 632 Roosevelt Rd.Business Phone: 630.318.2355 Fax: XHome Phone: 312.919.1911 Email: jforte@stoutgroup.com

If tenant, what is the expiration date of your current lease? 9/30/2032

If buyer under contract or tenant, who is the property owner? X

Property Owner Name: STEEPLE RUN, LLC.

Property Owner Address: 9470 ENTERPRISE DR MOKENA IL 60448

Property Owner Phone: 708.478.7666 Property Owner Fax: X

Property Owner E-mail: AERICKSONCLIFIREALESTATE.COM.

DESCRIPTION OF PROPOSED IMPROVEMENTS

① INSTALLATION OF NEW SIDING, GUTTERS, DOWNSPOUTS, FASCIA,
AND WINDOWS.

② PAINTING OF EXISTING BRICK (KNEE WALL)

③ INSTALLATION OF NEW FENCING, TO CONCEAL GARBAGE CONCRETE
AND ALSO A/C UNITS / UTILITY METERS.

ITEMIZED ACTIVITY DESCRIPTION

COST

<u>SIDING (LP SMARTSIDE).</u>	<u>\$18,900.00</u>
<u>GUTTERS / DOWNSPOUTS / FASCIA.</u>	<u>included in above.</u>
<u>WINDOWS</u>	<u>\$6,240.00</u>
<u>PAINT / BRICK</u>	<u>\$2,460.00</u>
<u>FENCING</u>	<u>\$4,680.00</u>
TOTAL PROJECT COST:	<u>\$32,280.00</u>
AMOUNT OF AWARD REQUESTED:	<u>\$15,000.00</u>

Village of Glen Ellyn
C/O: Meredith Hannah

RE: Narrative to accompany application for Retail Façade Improvement Award.

This letter is intended to provide detail on the following criteria, requested to be submitted in accordance with the application for Retail Façade Improvement Awards:

- Credentials and experience of the owner
- Description of our business and related industry
- Description of proposed façade work
- Features and advantages of our product and how they will improve the business and/or village

Jeffrey Fort (resident of Glen Ellyn) is the owner and operator, as franchisee of Jimmy Johns Gourmet Sandwiches, for the Jimmy Johns unit, currently located at 850 Roosevelt Rd. Glen Ellyn, IL 60137. Mr. Fort has operated at this location, for approximately seven years, and has operated as a franchisee, with Jimmy Johns Gourmet Sandwiches, for approximately thirteen years. In these thirteen years, he has shown a tremendous commitment to his company, the Jimmy Johns brand and the respective customer base, allowing his company to grow from one singular unit, to fifty-three.

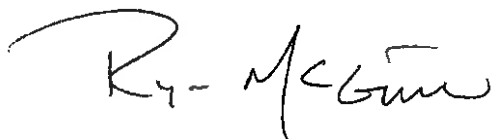
We are currently in the process of relocating this unit, to the subject address: 632 Roosevelt Rd. Glen Ellyn, IL 60137. The relocation will allow for the restaurant to continue to grow, in its sale of submarine style sandwiches and sides, by logistically fitting more central to its 'delivery area', while also allowing for the ability to serve its customer base, through a drive-thru concept.

As part of the current buildings 'rehab', to allow for the Jimmy John's to relocate, Mr. Fort intends to make significant investments in both the interior and exterior of the building, as well as the siteplan. As is relevant to this particular program, he intends to complete the following rehabilitation:

1. Installation of new LP SMARTSIDE – a high quality, treated, engineered hard wood siding, that gives both a formal, commercial look while also providing protection against weather and wildlife elements.
2. Installation of new gutter systems, downspouts and fascia to match the buildings new façade.
3. Installation of new storefront windows.
4. Cleaning and painting of existing 'knee-high' brick wall, to match the buildings new façade.

This intended rehab of the buildings façade, coupled with the redesign of the site and buildout of the interior should stand to vastly improve what is a prominent corner lot, within the village. Despite several (well-documented, at this time) unexpected hardships, in the rehab of this building, we are excited to begin such work and are grateful for the villages' taking the time to review our request.

Sincerely,



PROPOSAL

Malec's Quality Construction

PH# 7739344401

04/30/18

WOTK TO BE PERFORMED AT: 632 Roosevelt

General work

- Paint brick on east and north walls \$2460
- Install siding and trim around windows LP smart side painted (gray shingleSW7670) new aluminum soffit and fascia. New gutters 5", new down spouts 3"/4" \$18,900
- Install 3 storefront windows \$6240
- Rebuilding garbage corral and new enclosure for ac compressors \$4680

Cost of work \$ 32,280.00

If you have any questions regarding this proposal or if you would like to schedule the proposed work please call Pawel 773 9344401 or e-mail pawel.malec@yahoo.com

Sincerely

Pawel Malec

Malec's Quality Construction Inc.

(101)
6

OWNER:
PATRIOT
G. BLE
1000 N. LAKE ST.
CHICAGO, IL 60610
CONTACT: GARY FADDES
g.faddes@patriot.com

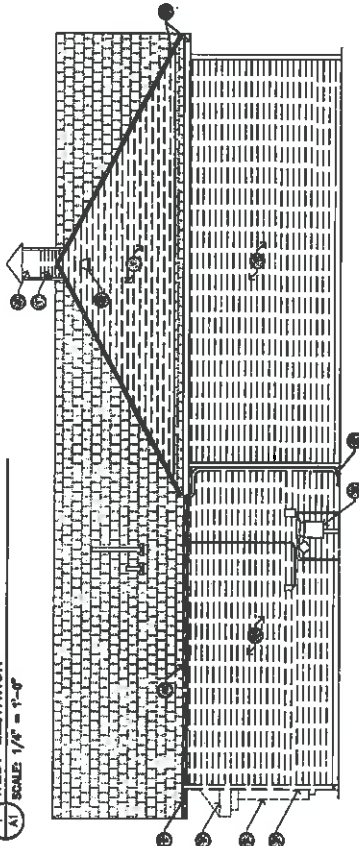
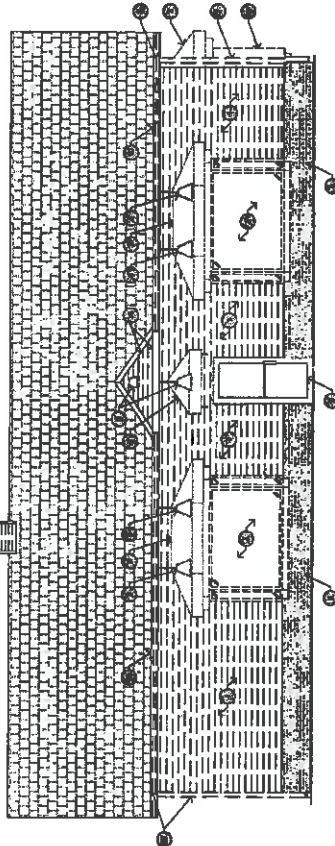
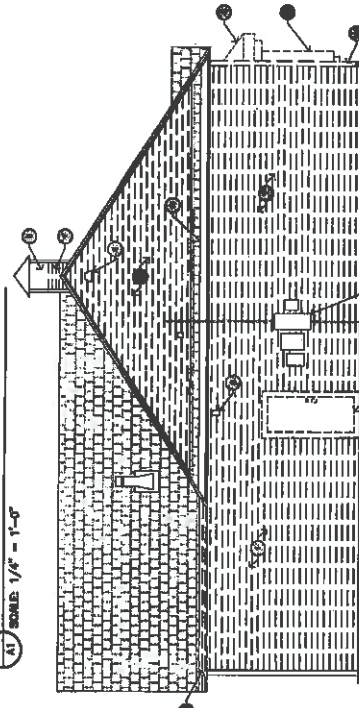
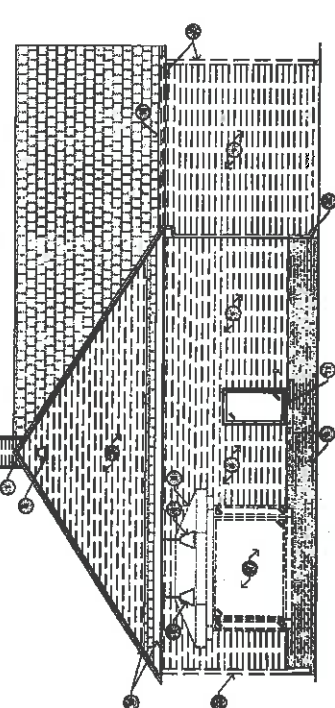
CONSULTANTS:
DANAWAY (ARCH. & ENG.)
210 N. LAKE ST., SUITE 100
CHICAGO, IL 60610
TEL: 312.467.1900
FAX: 312.467.1900

PROJECT NO.: 17016.002
DATE: 11/11/11
PROJECT NAME: JIMMY JOHNS #187
FACTORY LAYOUT
632 ROOSEVELT RD
GLEN ELLYN, IL
60137

REVISIONS:
REV. DATE BY
1 11/11/11 JF

PROJECT NO.: 17016.002
DATE: 11/11/11
PROJECT NAME: JIMMY JOHNS #187
FACTORY LAYOUT
632 ROOSEVELT RD
GLEN ELLYN, IL
60137

- 1 REMOVE EXISTING SIGN.
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- 3 REMOVE EXISTING SIGNAGE.
- 4 REMOVE EXISTING DAY WINDOW IN ITS ENTIRETY.
- 5 REMOVE EXISTING SIGNAGE.
- 6 REMOVE EXISTING LIGHT FIXTURE.
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A13

CHICAGO FIRE & FACADE AWARD APPLICATION

GIVIA & BLE
Architects - Planning - Interiors
PARK, C. BLES AND TELL
1000 N. WILSON AVE. SUITE 100
MUNICH, IN 46340
PHONE: (317) 947-
FAX: (317) 947-
CONTACT: JIMMY JOHNS
CONSULTANTS:
DUNHAM, MUECH & EL
300 N. WILSON AVE. SUITE 100
MUNICH, IN 46340
PHONE: (317) 947-
FAX: (317) 947-
PROJECT: JIMMY JOHNS
DRAWN: J. BLE
DATE: 1/21/2018

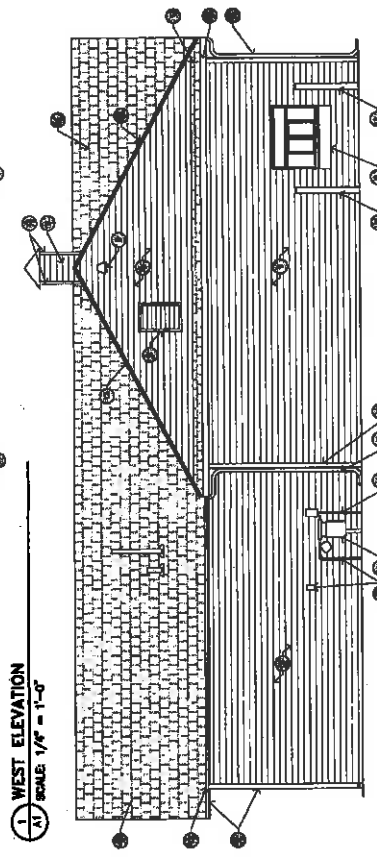
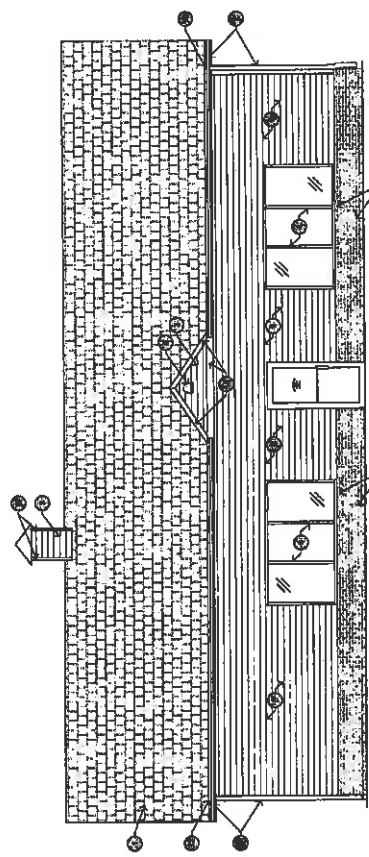
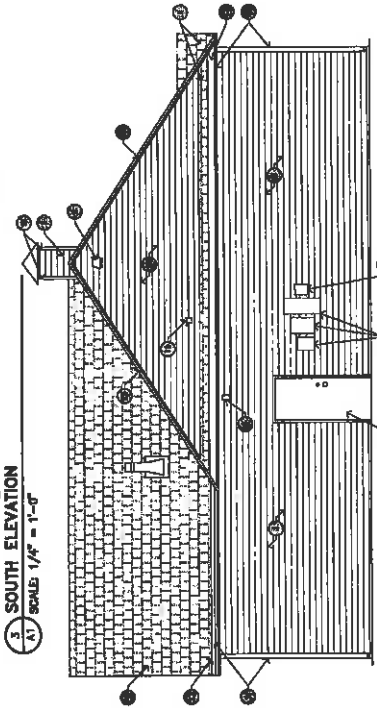
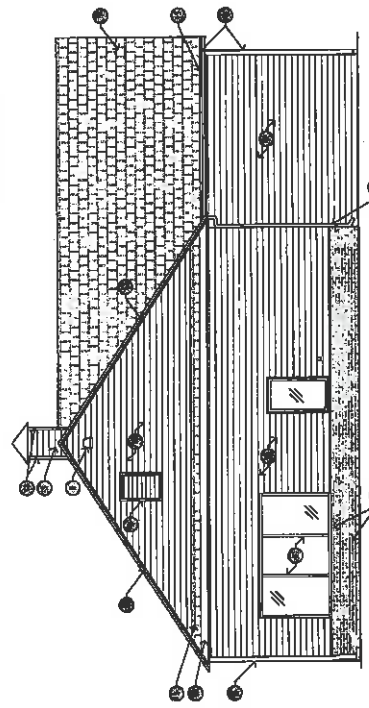
SEAL:
PATRICK J. BLE
REGISTERED ARCHITECT
STATE OF INDIANA
NO. 100000000
EXPIRATION DATE: 12/31/2020
JIMMY JOHNS
ARCHITECT
632 ROOSEVELT RD
OLMSTED, IL 60137

JIMMY JOHNS
#187
FACTORY LAYOUT:
632 ROOSEVELT RD
OLMSTED, IL 60137

SHEET TITLE:
EXTERIOR ELEVATIONS
REVISIONS:
DATE: 1/21/2018
BY: J. BLE
PROJECT: JIMMY JOHNS
DRAWN: J. BLE
DATE: 1/21/2018

A14
Drawn: J. Ble & J. Ble

1. ALL SHOWN SHALL BE REVIEWED AND APPROVED UNDER
SEPARATE PERMIT.
2. PROVIDE ALTERNATIVE TO REPLACE EXISTING CORNICES AND
UPPER LINENET, COLOR TO BE MATCHED.
3. PROVIDE NEW SHUTTER AND DOWNPOUT, PAINT PF-12.
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NOTE:
EXISTING MATERIAL SHOWN CORRESPONDING ABOVE SHOWN
LISTED MATERIAL TO MATCH MATERIAL SHOWN ON ROOF
AND EXISTING MATERIAL SHOWN ON ROOF TO MATCH
MATERIAL SHOWN, INSTALLED BY SCL.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Budget
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE 6602

DOC ID: 3349

**Ordinance No. 6602, An Ordinance Amending the Budget of the
Village of Glen Ellyn for the Fiscal Year Ending December 31, 2018
to Provide Funds for Fire Awards in the Roosevelt Road Tax
Increment Financing Fund (Finance Director Coyle)**

Background

On May 14, 2018, the Village Board approved allocating \$30,000 from the Roosevelt Road TIF District to Fire Prevention Awards for projects located within the Roosevelt Road TIF District.

Subject

As Fire Prevention Awards were not provided for in the 2018 budget, it is recommended that we amend the Roosevelt Road TIF Fund budget. In the 2018 budget, we had included \$40,000 for revenue, based upon a 5% increase from the prior year. The tax extensions were recently received from DuPage County and are in the amount of \$83,000 for fiscal year 2018, a 122% increase from the prior year. As revenue is higher than anticipated in the fund, there should be adequate funds for the fire prevention awards.

Action Requested

Motion to approve the attached ordinance to amend the budget for the Roosevelt Road TIF Fund.

Ordinance No. 6602

**An Ordinance Amending the Budget of the Village of Glen Ellyn
for the Fiscal Year Ending December 31, 2018
to Provide Funds for Fire Awards in the Roosevelt Road Tax Increment Financing Fund**

Whereas, the Board of Trustees of the Village of Glen Ellyn on November 13, 2017, passed the annual budget for the Village of Glen Ellyn for Fiscal Year 2018 (January 1, 2018 - December 31, 2018) containing amounts estimated for payment of CURRENT obligations; and

Whereas, fire awards were not included in the original Fiscal Year 2018 budget for the Roosevelt Road Tax Increment Financing (TIF) Fund; and

Whereas, additional TIF increment property taxes are anticipated to be received by the Roosevelt Road TIF Fund in Fiscal Year 2018;

Now, Therefore, be it Ordained by the President and the Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The budget for the fiscal year ending December 31, 2018, is hereby amended to provide funds for fire awards in the Roosevelt Road TIF Fund as identified in Attachment A.

Section Two: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this

_____ day of _____, 2018

Ayes:

Nays:

Absent:

Ordinance 6602

Meeting of May 29, 2018

Approved by the Village President of the Village of Glen Ellyn, Illinois, this_____day
of_____, 2018.

Village President

Attest:

Village Clerk

(Published in pamphlet form and posted on the_____day of_____, 2018.)

ATTACHMENTS:

- Attachment A - Amendment for Roosevelt Road TIF (PDF)

ATTACHMENT A

VILLAGE OF GLEN ELLYN
SCHEDULE OF AMENDMENTS

Account		Account Name	Amendment Amount	Description
2600	410100	PROPERTY TAX	(43,000.00)	ADDITIONAL REVENUE PER TAX LEVY INFORMATION FROM DUPAGE COUNTY
26000	520406	FAÇADE/RETAIL/FIRE AWARDS	30,000.00	ADDITIONAL FIRE PREVENTION AWARD FUNDS
Roosevelt Road TIF Fund Total:			\$ (13,000.00)	
Grand Total:			<u>\$ (13,000.00)</u>	

Note: A negative amount indicates a revenue/other financing source.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Resolution
Prepared By: Christina Coyle

SCHEDULED

RESOLUTION 18-12

DOC ID: 3344

Resolution No. 18-12, A Resolution Recognizing Dissolution of the Library Integrated Network Consortium and Accepting the Ownership of the Resulting Illinois Municipal Retirement Fund Assets and Liabilities of the Glen Ellyn Public Library (Finance Director Coyle)

Background:

The Glen Ellyn Public Library belonged to a library consortium, the Library Integrated Network Consortium (LINC). The LINC Board has decided to dissolve the consortium.

Subject:

The Glen Ellyn Public Library is part of the Village's Illinois Municipal Retirement Fund (IMRF) plan, along with the Glenbard Wastewater Authority. This is the pension plan for non-sworn staff whose positions work over 1,000 hours each year. The library contributes its own share of the pension costs. As part of the dissolution of this consortium, the IMRF assets and liabilities would need to be distributed to the LINC member agencies. This process would require Village approval of a resolution as the Village oversees the IMRF plan.

Attached to this agenda item is a memo from Ancel Glink which describes this dissolution in greater detail. On page 51 of this memo, IMRF discloses that the LINC entity was 112.16% funded. Therefore, accepting IMRF assets and liabilities of this entity would not damage the current funded status of the Village or Glenbard Wastewater Authority.

Budget Impact:

This would have no impact on the budget.

Action Requested:

Approve a resolution recognizing dissolution of the Library Integrated Network Consortium and accepting the ownership of the resulting Illinois Municipal Retirement Fund Assets and Liabilities of the Glen Ellyn Public Library



Village of Glen Ellyn

Resolution No. 18-12

**A Resolution Recognizing the Dissolution of the Library Integrated Network Consortium and
Accepting the Ownership of the Resulting Illinois Municipal Retirement Fund Assets and
Liabilities of the Glen Ellyn Public Library**

WHEREAS, the Library Integrated Network Association (“LINC”) is an intergovernmental entity established in 1991 by the “Intergovernmental Agreement for Library Integrated Network Consortium” and created and operating under the provisions of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, the Glen Ellyn Public Library is a member of LINC; and

WHEREAS, the member libraries of LINC wish to cease operations and dissolve the intergovernmental entity known as LINC; and

WHEREAS, the LINC Bylaws duly adopted by the LINC Board of Directors on May 13, 2016 govern the operation and dissolution of LINC; and

WHEREAS, Article XIII of said Bylaws governs the dissolution of LINC; and

WHEREAS, dissolution of LINC may be accomplished by following the development schedule and approval schedule prescribed in Article XIII Sections 1 and 2 of the LINC Bylaws; and

WHEREAS, on April 13, 2018, a Resolution approving dissolution of LINC in accordance with Article XIII Section 1 of the LINC Bylaws was approved by a vote of the member libraries in accordance with Article XIII Section 2 A of the LINC Bylaws; and

WHEREAS, said Resolution approving dissolution of LINC included a provision under which the Illinois Municipal Retirement Fund (IMRF) was directed to split the LINC assets and liabilities among the member libraries of LINC in accordance with the member libraries’ equity position in LINC, as follows:

Batavia Public Library	14.0%
Bloomington Public Library	10.5%
Geneva Public Library District	17.5%
Glen Ellyn Public Library	14.0%
Itasca Community Library	7.0%

St. Charles Public Library	17.5%
Villa Park Public Library	9.0%
West Chicago Public Library District	10.5%

NOW THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in exercise of its home rule authority, as follows:

Section 1. The “WHEREAS” recitals above are hereby incorporated into and made part of this Resolution.

Section 2.

A. Upon dissolution of LINC, the Village of Glen Ellyn hereby accepts ownership of the Glen Ellyn Public Library’s IMRF assets and liabilities attributable to the Glen Ellyn Public Library’s participation in LINC.

B. The Village Clerk is hereby authorized and directed to submit a certified copy of this Resolution to the appropriate authorities at IMRF.

Section 3. This Resolution shall become effective immediately upon adoption and publication as required by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois this ____ day of _____.

Ayes: ☐ Diane McGinley ☐ Pete Ladesic ☐ Mark Senak
☐ Craig Pryde ☐ Bill Enright ☐ Gary Fasules
☐ John Kenwood

Nays: ☐ Diane McGinley ☐ Pete Ladesic ☐ Mark Senak
☐ Craig Pryde ☐ Bill Enright ☐ Gary Fasules
☐ John Kenwood

Absent: ☐ Diane McGinley ☐ Pete Ladesic ☐ Mark Senak
☐ Craig Pryde ☐ Bill Enright ☐ Gary Fasules
☐ John Kenwood

Approved by the Village President of the Village of Glen Ellyn, Illinois this ____ day of _____.

Resolution 18-12

Meeting of May 29, 2018

Diane McGinley, Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

ATTACHMENTS:

- Ancel Glink Memo on Distribution of LINC IMRF (PDF)



DIAMOND BUSH
DiCIANNI
& KRAFTHEFER

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MEMORANDUM

To: Corporate Authorities of Municipalities
Whose Public Libraries are Current Members of the
Library Integrated Network Consortium (LINC)

CC:

From: James D. Rock

Subject: Distribution of LINC's IMRF Assets and Liabilities Upon Dissolution

Date: April 11, 2018

Our firm currently represents the Library Integrated Network Consortium. The LINC Board, which is comprised of Library Directors from each of its member libraries, has decided to dissolve that consortium. In accordance with LINC's bylaws, the LINC Board adopted a resolution authorizing dissolution of the consortium. A copy of the resolution is attached as Exhibit A.

In investigating the steps necessary to accomplish dissolution, we contacted the Illinois Municipal Retirement Fund (IMRF) to develop an understanding of how IMRF would treat LINC's assets and liabilities upon dissolution. We learned that, unless LINC notified IMRF otherwise, upon dissolution of LINC, IMRF would divide LINC's IMRF assets and liabilities equally among the LINC member agencies. All other LINC assets and liabilities were to be divided on a percentage basis based on the member agencies' equity position in LINC. The LINC Board determined that the most reasonable method of distributing the IMRF assets and liabilities would be to distribute them on the same basis as all other LINC assets will be distributed. Consequently, the dissolution resolution contains a provision distributing IMRF assets and liabilities according to the member agencies based on equity position in LINC.

IMRF officials reviewed the dissolution resolution and found the distribution methodology to be acceptable. However, in reviewing the LINC organizing document, a copy of which is attached as Exhibit B, and the LINC bylaws, a copy of which is attached as Exhibit C, IMRF discovered that the document was signed by the member libraries. In the case of the public libraries, the underlying municipalities had not signed the organizing document. Similarly, the Resolution for Application to

ANCEL, GLINK, DIAMOND, BUSH, DiCIANNI & KRAFTHEFER, P.C.

April 11, 2018

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Participate in the Illinois Municipal Retirement Fund was adopted by the LINC Board, but not by the underlying municipalities whose public libraries were LINC members. A copy of the Resolution to Participate is attached as Exhibit D.

In the case of public libraries, IMRF revenues and expenditures are accounted for and property taxes are levied by the municipality rather than the library itself.

Consequently, IMRF has requested that each municipality whose public library is a member of LINC adopt a resolution accepting its public library's portion of IMRF assets and liabilities attributable to its participation in LINC upon the dissolution of LINC. A model resolution, which has been approved by IMRF, is attached as Exhibit E.

IMRF has indicated that, if the member agency municipalities are unwilling to adopt this resolution, or one that is substantively similar, IMRF would question whether LINC has the authority to dissolve without distributing the IMRF assets and liabilities.

LINC asked IMRF representatives whether IMRF, after the dissolution of LINC, could create annual reports to calculate the assets/liabilities as though LINC was a continuing concern so that the municipal members could use the equity positions of the libraries to calculate any impact on the individual municipalities' employer rate. IMRF financial analysts determined that there would be nothing to report in such a supplemental annual report. IMRF Associate General Council Vladimir Shuliga summarized the situation as follows:

... as of the last actuarial study, LINC is 100% funded. IMRF liabilities for each employee/retiree and the corresponding IMRF assets will be distributed pursuant to the percentages specified in the dissolution documents. Since LINC is currently fully funded, there is no unfunded liability to distribute to the municipalities. The only things that could change the underlying liability for the corresponding LINC employees would be a change in actuarial assumptions or investment returns. Keep in mind that actuarial assumptions and investment returns are applied to all IMRF employers, so those changes would not be unique to the LINC employers. The fact that LINC is dissolving by percentage rather than by employee accounts for the distribution of those changes. Any change in actuarial assumptions or any impact investment returns that are above/below the assumed rate of return will be proportionately distributed based on the dissolution percentages. Therefore, the status of the former employees of LINC will not have an impact on future IMRF liabilities as it relates to their employment with LINC. As of the last actuarial study, there were sufficient assets to cover existing employee/retiree liabilities."

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April 11, 2018

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The most recent statement of LINC's IMRF Assets and Liabilities, labeled "GASB Footnote Disclosure" is attached as Exhibit F. As Mr. Shuliga describes, that statement, dated December 31, 2017, demonstrates that LINC is currently fully funded and has no unfunded pension obligation. In fact, over the past three years, LINC's IMRF assets have increased to the point where the plan is 112% funded (119% funded on a market value basis). Mr. Shuliga has indicated that an IMRF representative may be available to attend municipal meetings to answer questions that the board members might have.

Several of the LINC member agencies are joining another library consortium, known as SWAN, as of May 1, 2018. I have attached Exhibit G, a letter from the SWAN executive director indicating that SWAN does not participate in IMRF.

The LINC Board respectfully requests that the corporate authorities of each municipality whose public library is a member of LINC accepting its public library's IMRF assets and liabilities in accordance with the allocation described in the dissolution resolution.

4829-1753-7889, v. 1

RESOLUTION NUMBER: 2018-04-13

LIBRARY INTEGRATED NETWORK CONSORTIUM

A RESOLUTION OF DISSOLUTION OF THE LIBRARY INTEGRATED NETWORK CONSORTIUM

WHEREAS, the Library Integrated Network Association ("LINC") is an intergovernmental entity established in 1991 by the "Intergovernmental Agreement for Library Integrated Network Consortium" and created and operating under the provisions of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, the member libraries of LINC wish to cease operations and dissolve the intergovernmental entity known as LINC; and

WHEREAS, the LINC Bylaws duly adopted by the LINC Board of Directors on May 13, 2016 govern the operation and dissolution of LINC; and

WHEREAS, Article XIII of said Bylaws governs the dissolution of LINC; and

WHEREAS, dissolution of LINC may be accomplished by following the development schedule and approval schedule prescribed in Article XIII Sections 1 and 2 of the LINC Bylaws; and

WHEREAS, this Resolution has been developed in accordance with Article XIII Section 1 of the LINC Bylaws and has been approved by a vote of the member libraries in accordance with Article XIII Section 2 A of the LINC Bylaws; and

WHEREAS, the LINC Board of Directors find it to be in the best interest of the member libraries of LINC to dissolve the Library Integrated Network Consortium;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors that:

Section 1. The "WHEREAS" recitals above are hereby incorporated into and made part of this Resolution.

Section 2. Upon approval of this Resolution by a ¾ majority of the LINC Board of Directors following a roll call vote, LINC shall cease to conduct its affairs except insofar as may be necessary for the proper winding up thereof, and shall immediately cause a notice of the dissolution to each member library and to each known creditor of LINC. LINC shall then proceed to collect its assets and apply and distribute them as hereinafter provided:

A. All liabilities and obligations of LINC shall be paid or adequate provision shall be made therefor.

1. LINC's liabilities and obligations shall be determined by a final audit to be performed by an independent certified public accountant on or before December 31, 2018.

2. The Illinois Municipal Retirement Fund (IMRF) is hereby directed to split the LINC assets and liabilities among the member libraries of LINC in accordance with the member libraries' equity position in LINC, as follows:

Batavia Public Library	14.0%
Bloomington Public Library	10.5%
Geneva Public Library District	17.5%
Glen Ellyn Public Library	14.0%
Itasca Community Library	7.0%
St. Charles Public Library	17.5%
Villa Park Public Library	9.0%
West Chicago Public Library District	10.5%

3. The Bloomington Public Library shall serve as fiscal agent to receive any distribution of funds by the IMET FFF Account Liquidating Trust dated 11/19/14 which may be due to LINC. This obligation shall remain in force following the dissolution of LINC.

B. All assets held by LINC upon condition requiring return, transfer or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred or conveyed in accordance with such requirements.

C. All remaining property and assets held by or in the name of LINC shall be distributed to the libraries that remain as member libraries of LINC as of the date of adoption of this Resolution.

Said distribution shall be in a manner which approximates the respective equity positions of the member libraries at the time of dissolution.

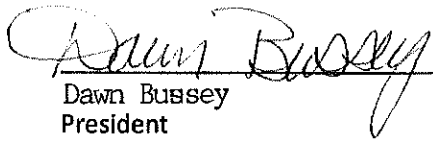
Section 3. This Resolution shall become effective immediately upon adoption by roll call approval by $\frac{3}{4}$ of the LINC Board of Directors at a duly called and noticed meeting of the LINC Board of Directors.

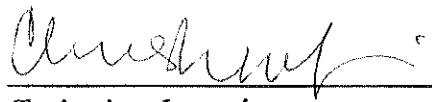
PRESENTED to and **PASSED** by the Board of Directors of the Library Integrated Network Consortium this 13th day of April, 2018 .

AYES: George Scheetz (Batavia); Timothy Jarzemsky (Bloomington); Christine Lazaris (Geneva); Dawn Bussey (Glen Ellyn); Tuki Sathaye (Itasca); Edith Craig (St. Charles); Sandra Hill (Villa Park); Benjamin Weseloh (West Chicago)

NAYS: - None -

ABSTENTIONS: - None -


Dawn Bussey
President


Christine Lazaris
Secretary

4825-8304-0344, v. 1

**INTERGOVERNMENTAL SERVICE AGREEMENT
FOR PROVISION OF AUTOMATED LIBRARY SERVICES
BY
LIBRARY INTEGRATED NETWORK CONSORTIUM
(LINC)**

Revised November 5, 2013

Log of Adoption and Revisions

NOTE: Any revisions or amendments made to this Automated Services Agreement will not nullify any previously signed Agreement.

1992: Original version was done on a typewriter.

November 2004-March 2005: Reentered into computer using the format of the Governing Board By-laws. This version reflects changes in automation software vendor (DRA to SIRSI) and other current information.

Revised April 6, 2005

Overall Changes:

1. **DRA** has been replaced by **SIRSI**, the current vendor, throughout the document.
2. **DEC** has been **deleted**, as it is no long applicable.
3. **Host Library** (when LINC was located at St. Charles PL) has been **deleted**, as it is no longer applicable.
4. **Development Fund** has been changed to **Growth Fund** to reflect current terminology.
5. **System Manger** has been changed to **Consortium Manager**.
6. **LINC Libraries** has been changed to **Consortium or Consortium Library(ies)** where applicable.
7. **Director** has been changed to **Administrator**.
8. **Workstation** has been changed to **Port/Simultaneous User** where applicable.
9. **Appendix D: Definition of Terms** has been moved to Article III
10. **Port/Simultaneous User** costs have been changed to reflect current charges.
11. **Terminal** has been changed to **Workstation**.
12. **Appendix C** added.
13. **Article V:** $\frac{3}{4}$ vote changed to $\frac{2}{3}$ to reflect Geneva Public Library joining the Consortium on May 1, 2005.
14. **Appendix D:** added Geneva Public Library to the list of Consortium libraries.

Revised November 4, 2013

1. Replaced Governing Board (which consisted of a representative from each library's Trustee board) with Board of Directors (formerly known as the Administrative Council). The Governing Board was dissolved (see LINC Bylaws of November 4, 2013).

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ARTICLE I

Preamble

Section 1. This Agreement made and executed this _____ day of _____, _____, by and between the LINC Governing Board, an intergovernmental entity organized pursuant to Article VII, Section 10 of 1970 Illinois Constitution, the Intergovernmental Cooperation Act, 5ILCS 220/1 et seq., 75 ILCS 5/4-7(8), and 75 ILCS 16/30-55.40, and the Board of Library Trustees of the Public Library or Public Library District whose name is stated on the last page of the Agreement.

ARTICLE II

Intent

Section 1. LINC will provide certain computer and telecommunications equipment, software licenses, and documentation hereinafter referred to as the LINC System and training to support said System.

Section 2. LINC consists of the member public libraries listed in Appendix D, hereinafter collectively referred to as Consortium, to provide to such libraries automated library services based on use of the LINC System. LINC intends to enter into agreement with said library on the last page of this Agreement.

Section 3. It is intended by the parties hereto that upon the terms and conditions stated herein, LINC agrees to provide to the Library automated services based on the use of the LINC System.

Section 4. The Library and LINC agree that this Agreement will not take effect until the execution of all the following agreements:

- a. Agreement between LINC and SIRSI for provision by SIRSI to LINC of the LINC System, hereinafter referred to as "SIRSI Agreement"; and
- b. Acceptance of new membership by the current Member Libraries respective governing boards.

ARTICLE III**DEFINITION OF TERMS**

The following terms related to LINC and automated library services may or may not be contained in the Intergovernmental Agreement for provision by LINC of Automated Library Services.

1. "LINC" is the Library Integrated Network Consortium created to provide automated services to the Consortium.
2. "Consortium" is the libraries that have each entered into an agreement with LINC for LINC's provision of Automated Services to them based on use of the LINC System.
3. "LINC Site Components" are components of the LINC System that are located at the LINC office site.
4. "Software" refers to computer programs and related documentation.
5. "System" is the combination of LINC site and remote-site hardware and software, and workstations and telecommunications equipment, including the aggregate of the LINC System Components and Other System Components.
6. "LINC System" is the hardware, software, and other components of the System that are owned or otherwise provided by LINC or the Consortium, for use by and for the Consortium.
7. "Other System Components" are hardware, software, and other components of the System that are owned or otherwise provided by parties other than LINC and the Consortium.
8. "SIRSI Software" is the proprietary computer software product, including documentation, provided by SIRSI that supports performance of library functions. SIRSI Software can be on servers and personal computers with appropriate operating systems.
9. "SIRSI License Agreement" is the agreement between LINC and SIRSI for a license for LINC's use of the SIRSI Software.
10. "SIRSI" is SIRSI Corporation of Huntsville, Alabama.
11. "SIRSI Agreement" is one or more agreements or purchase orders between LINC and SIRSI for provision by SIRSI to LINC of hardware, software, and services.
12. A "Workstation" shall mean the equipment which is part of a Port/Simultaneous User and that may consist of a keyboard/display device, or a laser or barcode scanner

device, or a printer, or a combination of such devices, or any user-oriented device that can function with the System as a workstation.

13. "Communication Components" shall mean those hardware and software components that connect a workstation to a port on a communications channel.
14. "Equipment" shall mean any type of equipment or hardware component.
15. "Port/Simultaneous User" shall mean a point of physical connection to the System by a workstation to interactively operate with the System for any given time.
16. "Database" includes the files of records contained by the System.
17. "LINC Database" includes the files of records contained in the System that are owned by LINC and the Consortium.
18. "System-Wide Rules" denotes the rules for use of the System that apply to LINC and the Consortium alike.
19. "Library-Specific Rules" denotes the rules of use of the System that may vary among LINC and the libraries within the Consortium.
20. "Functions and Capabilities" include the functions and capabilities of the SIRSI software and its various subsystems and functions.
21. "LINC Organization and Governance" is defined in the Bylaws of LINC.
22. "Task Force Liaison" is an individual to be designated by each given Library to represent that library in communications with LINC on matters of System operation.
23. "LINC Governing Board" shall mean the committee of users of services as established pursuant to Article IV of the By-laws of Library Integrated Network Consortium.
24. "Automated Services" are those automated library services which the Library shall be entitled to utilize in accordance with the provision of this Agreement, and the policies, procedures, protocols, and regulations for use of the System as may be determined by LINC; which may now or in the future be provided by LINC, including but not limited to the following subsystems:
 - a. Online Public Access Catalog,
 - b. Cataloging including Authority Control,
 - c. Circulation System,
 - d. Acquisition System,
 - e. Serial Control System,
 - f. Outreach.

25. "Growth Fund" shall mean the funds set aside by LINC for acquisition of components for enhancement, growth, and operation of the System.
26. "New Member Installation Charges" are assessed to a new member library to provide them with rights and services afforded by membership. These charges are developed on a case by case basis depending on the size of the library in terms of patrons, titles, ports/simultaneous users needed, etc.
27. "One-time Start-up Charges per Port/Simultaneous User" are assessed when a member library purchases additional port/simultaneous users. These charges will be used to contribute to the Growth Fund that will allow for expansion and replacement of components of the LINC System.
28. "Ongoing Charges per Port/Simultaneous User for LINC System Operations" are recurring charges by LINC to the Consortium for operation of the LINC System. These charges are intended both to cover the costs of the LINC System Operations and to contribute amounts to the Growth Fund that will allow for expansion and replacement of components of the LINC System.

ARTICLE IV

Term of This Agreement

Section 1. This Agreement shall be in effect as stated in Article II, Section 4 and shall remain in effect until terminated in the manner described below.

Section 2. Only the Library Board of Trustees and the LINC Governing Board have the authority to terminate this Agreement.

Section 3. This Agreement shall remain in effect for an initial term of five (5) years from the effective date of this Agreement and during such five-year period, the Library shall continue to be bound by the Agreement. Upon the expiration of such five-year period, the Library shall automatically continue to be bound by the Agreement for successive one-year periods, unless, in accordance with the provisions of the LINC By-laws Article XI, Section 4, this Agreement is terminated or the Library gives written notice of its intention to cancel its participation under this Agreement.

Section 4. Any claims of LINC or the Library against each other arising out of the terms of this Agreement must be presented by written notice to the other party at least twelve (12) months from the effective date of the termination of this Agreement and shall be resolved under the procedures established by this Agreement.

ARTICLE V

Modification and Amendment

Section 1. This Agreement may be modified or amended at any time, but only in writing and only in the following manner:

- a. Any amendment or modification to this Agreement requires an affirmative vote of two-thirds (2/3) vote of the member libraries. The amendment or modification will be effective when signed by a duly authorized representative of each Member Library's Board and the Consortium Manager.

ARTICLE VI

General Conditions

Section 1. The Library shall be entitled to utilize, in accordance with the LINC By-laws as in effect from time to time, the subsystems and functions listed in this Agreement.

Section 2. Upon the effective date of this Agreement, the Library will be responsible for costs as specified by LINC pursuant to this Agreement, for which the Library shall pay as provided for in Article VII.

Section 3. Whenever practicable and advantageous, LINC and the Library shall engage in cooperative purchases of equipment, supplies, subscription databases and services relevant to the operation of LINC.

Section 4. LINC and the Library shall each offer to the other the opportunity for purchase for use with the LINC System hardware components that are no longer wanted.

Section 5. Because the number of users and types of Ports/Simultaneous Users that can be supported by the LINC System are limited by the number of software licenses and processing capacity of the LINC System, the numbers and types of Ports/Simultaneous Users provided to each library must be approved in advance by the LINC Consortium Manager.

Section 6. The Library agrees to meet the following obligations:

- a. Upon execution of this Agreement, purchase through LINC of _____ Ports/Simultaneous Users, meeting specifications set forth by LINC, as described in Appendix A.
- b. Input, maintain, and share bibliographic and other types of records according to the standards developed by LINC from time to time.
- c. Complete the entry of its retrospective bibliographic holdings and input newly acquired titles, according to the standards developed by LINC.
- d. Conform to the policies, procedures, protocols, and regulations established from time to time by LINC.
- e. Make prompt payments to LINC in accordance with the annual schedule established by LINC. Notwithstanding any other provision in this Agreement, the Library shall be obligated to make all payments required under this Agreement for all fiscal years of LINC until the Library's participation in LINC is terminated pursuant to the LINC By-laws.
- f. Each library shall designate one (1) staff person as a member of the LINC Automation Services Task Force. This individual will work with LINC staff on day-to-day communications in regards to system operations.
- g. Regularly participate with LINC in review of operations of the System on a frequent basis and participate in joint development of detailed plans for necessary action.

Section 7. After the Agreement takes effect, LINC will provide to the Library the items specified in Appendices A and B, as they may be changed from time to time as agreed upon by LINC and the Library.

Section 8. Appendix C defines LINC's organization for implementation and operation of the System as given in the Intergovernmental Agreement and LINC By-laws as they may be changed from time to time.

ARTICLE VII

Payments

Section 1. The Library shall pay LINC for costs of the automated library services as specified by Appendix A, Schedules 1-3.

Section 2. The payments provided for in Appendix A of this Agreement shall be based on the distribution of costs including, but not limited to:

- a. maintenance fees associated with the SIRSI Agreement;
- b. telecommunications;
- c. other related costs (e.g., supplies and personnel); and
- d. maintaining and increasing the LINC Growth Fund.
- e. adding a new library's data and providing them the privileges afforded to LINC libraries when membership is approved by the LINC Board

Section 3. The Library expressly acknowledges that LINC shall have the right to modify the schedule of payments for Ongoing Charges per Port/Simultaneous User for LINC System Operations provided for in Appendix A, Schedule 3 of this Agreement for any future fiscal year as established in Article VI and Article VI, Section 3 of the LINC By-laws.

Section 4. The Library expressly acknowledges that LINC shall have the right to refuse the Library's request to purchase Port/Simultaneous Users in the event that LINC, in its sole discretion, determines the capacity of the LINC System does not allow for such additions or that there are insufficient funds to provide the needed additional capacity. In either case, LINC shall have the right to modify the schedule of payments for One-Time Charges per Port/Simultaneous User as provided in Appendix A, Schedule 2 of this Agreement.

Section 5. LINC shall invoice the Library for charges due to LINC according to the provisions of the LINC By-laws as in effect from time to time. Each such invoice shall be due and payable in accordance with the Illinois Local Government Prompt Payment Act (Ill. Rev. Stat., ch. 35, sec 5601 et. seq.)

ARTICLE VIII

Proprietary Rights

Section 1. The Library shall have no right, title, or interest in components of the LINC System that have been purchased by LINC. LINC shall have no right, title, or interest in components of the System that the Library has purchased.

Section 2. LINC shall retain full ownership right to and interest in all files created or purchased by LINC. The Library shall have no ownership right or interests under any agreements between LINC and SIRSI or other System vendors.

Section 3. The Library shall retain full ownership right to and interest in the Library's terminals and other equipment purchased by the Library from LINC, subject to the applicable terms and conditions of LINC's agreements with its System vendors and/or agreements with LINC's funding sources.

Section 4. All records entered into the LINC System by the Library or supplied by or for the Library are and shall remain the property of the Library. The Library agrees to share its bibliographic, authority, item, holdings, patron, and loan records with other Libraries, in accordance with policies, procedures, protocols, and regulations established by LINC.

Section 5. Upon written request from the Library, LINC shall, within three (3) months after said request, provide to the Library at the Library's cost a suitable machine-readable copy, in the industry-standard formats of all data relating to the Library's operation, including, but not limited to, bibliographic records, holdings, and patron records, provided, however, that LINC shall have no duty to provide such data in industry-standard formats unless the LINC System has functions and capabilities of providing such data in said formats. To the extent that the data has been entered into the System in standard format, they shall be reproduced in said standard formats. LINC shall inform the Library in writing of the costs associated with recovering and copying said records, which shall be limited to actual and reasonable costs for such recovering and copying, and the Library shall pay these costs at the time designated by LINC.

Section 6. In no event shall the Library have the right to withdraw or remove other Libraries' data from the System without written permission as specified in LINC By-laws.

Section 7. Upon termination of this Agreement, the Library agrees to return to LINC all hardware and software in which LINC maintains an ownership interest.

ARTICLE IX

Miscellaneous

Section 1. During the term of the Agreement, and with respect to the operation of the System, the Library and LINC shall be and are intended to be, independent contractors with respect to each other.

Section 2. Subject to the provisions of Article 4, Section 4, the Library shall indemnify LINC against all liability, claims, demands, actions, or judgments arising during the term of this Agreement from injury to personal property caused by any act or omission of the Library, its officers, employees, or agents.

Section 3. Subject to the provision of Article 4, Section 4, LINC shall indemnify the Library against any and all liability, claims, demands, actions, or judgments arising during the term of this Agreement from injury to personal property caused by any act or omission by LINC, its officers, employees, or agents.

Section 4. The Library and LINC each shall maintain or cause to be maintained general liability insurance and automobile insurance (if automobiles are used in implementing this Agreement) in amounts and with coverage adequate for claims arising out of their respective acts or omissions under this Agreement. Each party shall provide the other with evidence of coverage.

Section 5. The Library and LINC each shall maintain or cause to be maintained worker's compensation insurance for their respective employees involved in activities under this Agreement.

Section 6. LINC shall not become a party to any agreement with any other library or library agency under which agreement the duties of LINC are contravention of the duties of LINC under this Agreement.

ARTICLE X

Decision and Disputes

Section 1. The resolution of any and all other disputes between the Library and LINC arising out of the Agreement shall first be attempted by the duly appointed representatives of the Library and LINC who shall attempt to negotiate a mutually acceptable solution.

Section 2. Any unresolved controversy between the parties respecting the interpretation or application of the terms of this Agreement may be submitted to arbitration upon the mutual agreement of the parties, with each party to select one American Arbitration Association approved arbitrator, and the two said representatives so selected shall select a third to form a panel of three (3) arbitrators. Evidence and arguments shall be submitted to

the panel of three (3) arbitrators in accordance with the then existing procedural rules of the American Arbitration Association, and the final decision of the majority of the panel shall be binding upon the parties and the award so rendered may be entered in any Court having jurisdiction thereof.

ARTICLE XI

Agreements With Vendors

Section 1. LINC has an agreement with SIRSI to purchase a license for use of SIRSI software, the proprietary computer software product, and for maintenance of the SIRSI software by SIRSI.

Section 2. LINC has agreements with SIRSI and other contractors for maintenance of designated System hardware and software.

Section 3. LINC may enter into agreement(s) or arrangement(s) with one or more parties for maintenance of LINC System components such as personal computer systems, barcode scanners, receipt printers, etc.

ARTICLE XII

Confidentiality

Section 1. LINC has an agreement with SIRSI in which LINC and the Consortium agree to maintain the integrity and confidentiality of the SIRSI Software.

Section 2. The Library agrees to maintain the confidentiality and integrity of the SIRSI Software.

Section 3. Notwithstanding any provision of this Agreement to the contrary, LINC reserves the right to immediately terminate this Agreement if, in the determination of the LINC Governing Board, the Library shall fail to fulfill its obligation as specified in Section 1 above.

ARTICLE XIII

Non-Assignability

Section 1. Neither the Library nor LINC may assign its rights or obligations under this agreement to any party without the mutual consent of the parties hereto.

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ARTICLE XIV**Illinois Law**

Section 1. Illinois law shall apply in the interpretation, enforcement, and resolution of all disputes under this Agreement.

ARTICLE XV**Entire Agreement**

Section 1. This Agreement, including Appendices A, B, C, and D, constitutes the understandings between LINC and the Library for provision of Automated Services by LINC to the Library.

Section 2. If any part of this Agreement is held unenforceable or invalid or prohibited under law, it shall be struck from the Agreement and shall not affect the enforceability of the other parts of this Agreement.

Section 3. This Agreement may be signed in any number of counterparts, all of which shall constitute a single contract, and each copy hereof shall have the full force and effect of an original for all purposes.

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AGREEMENT SIGNATURES

IN WITNESS WHEREOF, LINC and the Library have caused this Agreement to be duly signed and executed.

(Insert: Name of Library)

By: _____
(Its President)

APPROVAL DATE: _____

ATTEST:

By: _____
SECRETARY

LIBRARY INTEGRATED NETWORK CONSORTIUM

By: _____

APPROVAL DATE: _____

ATTEST:

By: _____
SECRETARY

LINC Intergovernmental Agreement

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APPENDIX A
LIBRARY PAYMENTS TO LINC

SCHEDULE 1
NEW MEMBER INSTALLATION CHARGES
ONE-TIME CHARGES

EFFECTIVE CHARGES: FY _____ and FY _____

Section 1. One-Time Charges for adding a library to the LINC System.

New Member Installation Charges are assessed for establishing the capacity of a new library to connect to the LINC System via telecommunications channels, such as a router, T-1 circuit, hub, etc. and for migrating their data to the LINC System and to provide them with rights and services afforded by membership. These charges are developed on a case by case basis depending on the size of the library in terms of patrons, titles, ports/simultaneous users needed etc. Charges will be negotiated with the new library and added as an addendum to this document.

SCHEDULE 2
PURCHASE OF ADDITIONAL PORTS/SIMULTANEOUS USERS
ONE-TIME CHARGES

EFFECTIVE CHARGES: FY _____ and FY _____

Section 1. One-Time Charges for additional purchase of Port/Simultaneous User

LINC will provide additional new Ports/Simultaneous Users to the Library according to the schedule of charges shown below, which shall be owned by the Library. In addition, for charges to be received, LINC will provide to the Library use of the LINC System and of Automated Services, provided that the Library pay the Ongoing Charges per Port/Simultaneous User for LINC System Operations as described in Schedule 2 of Appendix A.

Number and Type of Port/Simultaneous User	One-Time Basic Support Charge
1-45 Workstations, including OPACs, Staff and Self-check/ Envisionware etc.	\$1,000.00 each
46-100 Workstations, including OPACs, Staff and Self-check/ Envisionware etc.	\$500.00 each

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APPENDIX D**LINC MEMBER LIBRARIES****BATAVIA PUBLIC LIBRARY**

10 S. Batavia Avenue	Batavia, Illinois	60510	630/879-1393
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BLOOMINGDALE PUBLIC LIBRARY

101 Fairfield Way	Bloomingtondale, Illinois	60108	630/529-3120
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FRANKLIN PARK PUBLIC LIBRARY

10311 Grand Avenue	Franklin Park, Illinois	60131	847/455-6016
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GENEVA PUBLIC LIBRARY

127 James Street	Geneva, Illinois	60134	630/232-0780
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GLEN ELLYN PUBLIC LIBRARY

400 Duane Street	Glen Ellyn, Illinois	60137	630/469-0879
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ITASCA COMMUNITY LIBRARY

500 W. Irving Park Road	Itasca, Illinois	60143	630/773-1699
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ST. CHARLES PUBLIC LIBRARY

1 S. Sixth Avenue	St. Charles, Illinois	60174	630/584-0076
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VILLA PARK PUBLIC LIBRARY

305 S. Ardmore Avenue	Villa Park, Illinois	60181	630/834-1164
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WEST CHICAGO PUBLIC LIBRARY

118 W. Washington Street	West Chicago, Illinois	60185	630/231-1552
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End of Intergovernmental Agreement

LINC Intergovernmental Agreement

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APPENDIX A
LIBRARY PAYMENTS TO LINC

SCHEDULE 3
ONGOING CHARGE PER PORT/SIMULTANEOUS USER
FOR LINC SYSTEM OPERATIONS

EFFECTIVE FOR THE PERIOD: FY _____ and FY _____

Section 1. Monthly Charges

The Library will pay LINC a monthly charge per Port/Simultaneous User per month for Ongoing LINC System Operations. LINC shall invoice the Library monthly in advance for Ongoing LINC System Operations for each month period. The monthly charges as of FY 2004-2005 are:

- | | | |
|----|--------------------|---|
| a. | 10-35 Workstations | \$240 per workstation |
| b. | 36-45 Workstations | Flat fee of \$8,352 |
| c. | 46+ Workstations | Flat fee of \$8,352 plus \$60 per month for each workstation added after the initial 45 stations. |

Note for Appendix A, Schedule 3

- a. LINC shall have the right to modify the schedule of payments for Ongoing Charges per Port/Simultaneous User for LINC System Operations for any future fiscal year, with notice being given to Library no later than November 15 of the then current fiscal year (May 1 through April 30). LINC shall confirm the budget of the next following fiscal year no later than February 15.

APPENDIX B**ITEMS TO BE SUPPLIED TO LIBRARY BY LINC**

Section 1. All Port/Simultaneous User component orders through LINC and services required to install them.

Section 2. All telecommunications system components and services required to install them.

Section 3. Telephone circuits between the Library's building and LINC site and the services required to install them, but not the circuits between the Library's building and the locations of Ports/Simultaneous Users within the Library.

APPENDIX C**LINC ORGANIZATION OF GOVERNANCE****Notes for Appendix C**

Section 1. The Board of Directors establishes direction and owns assets. It is comprised of one (1) Trustee of each Member Library's Library Board.

Section 2. The Administrative Council is comprised of the Administrator of each Member Library.

Section 3. The role of Task Forces: Responsible for making recommendations to the Consortium Manager on matters of policy and procedure regarding the implementation and use of subsystems and capabilities the System.

Section 4. The composition of each Task Force: Comprised on one (1) Task Force representative per Member Library. One (1) Administrator per Task Force will serve as Administrative Council liaison. Each Task Force will have a chairperson, who will run each meeting, and a secretary, who will take minutes. Each Task Force shall meet at least once in each LINC fiscal year.

Bylaws

Library Integrated Network Consortium (LINC)

ARTICLE I GENERAL INFORMATION

Section 1. Name. The name of this organization is Library Integrated Network Consortium ("LINC").

Section 2. Authority. LINC is established pursuant to the intergovernmental cooperation clause as set forth in Article VII, Section 10 of the Constitution of the State of Illinois; and the Intergovernmental Cooperation Act [5 ILCS 220/1 et seq.].

Section 3. Principal Office. LINC shall maintain in the State of Illinois its principal office, as designated by written resolution adopted by the Board of Directors ("Board"). LINC shall have such other offices within the State of Illinois as the Board may from time to time determine or as the affairs of the organization may require.

Section 4. Definitions: For the purposes of these Bylaws:—

- A. "Administrator" means the chief executive officer (director, executive director, executive librarian, head librarian, library director, &c.) of a Member Library (not to be confused with "Director" or "Executive Director" as used in these Bylaws) or acting (or interim) chief executive officer at such times as the permanent position is vacant or the incumbent is on extended leave or other absence.
- B. "Board" or "LINC Board" means Board of Directors of the Library Integrated Network Consortium.
- C. "Committee" means any subsidiary body of the Board of Directors, regardless of its label ("Task Force," &c.).
- D. "Director" means a member of the Board of Directors of the Library Integrated Network Consortium (not to be confused with "Administrator" or "Executive Director" as used in these Bylaws).
- E. "Equity Position" means that percentage calculated as the proportionate share of each Member Library's annual payment for "Products and Services" (also known as "operating fees"), excluding "Supplementary Maintenance" and other special assessments. The following chart is included for illustrative purposes only, as the numbers are subject to change from time to time:—

Member Library	Operating Fees	Equity Position
Batavia	\$ 80,000	14.0%
Bloomington	60,000	10.5%
Geneva	100,000	17.5%
Glen Ellyn	80,000	14.0%
Itasca	40,000	7.0%
St. Charles	100,000	17.5%
Villa Park	51,500	9.0%
West Chicago	60,000	10.5%
Total	\$ 571,500	100.0%

- F. "Executive Director" means the executive director of the Library Integrated Network Consortium (not to be confused with "Administrator" or "Director" as used in these Bylaws).
- G. "ILS" means integrated library system.
- H. "Intergovernmental Agreement" means the "Intergovernmental Agreement for Library Integrated Network Consortium" (1991).
- I. "LINC" means Library Integrated Network Consortium.
- J. "Member Library" and "Member Libraries" means a member institution of the Library Integrated Network Consortium.

ARTICLE II PURPOSE

LINC, created by the "Intergovernmental Agreement for Library Integrated Network Consortium" (1991), is an organization of Member Libraries (as defined in **Article X**) participating in an Integrated Library System ("ILS"), which is dedicated to improving services for its Member Libraries by sharing resources, technology, and a planned process of individual and collective growth.

ARTICLE III BOARD OF DIRECTORS

Section 1. General Powers:—

- A. To the extent not otherwise expressly provided in these Bylaws, the affairs of LINC shall be managed by its Board.
- B. In addition, the Board has the powers set forth in the Intergovernmental Agreement.
- C. All the corporate powers, except such as otherwise provided in these Bylaws and in the laws of the State of Illinois, shall be and are hereby vested in and shall be exercised by the Board.

D. LINC shall not have nor exercise any power that is not granted to any of its Member Libraries pursuant to Illinois law.

E. In addition, the Board shall have the following specific duties:—

- (1) To adopt policy and bylaws;
- (2) To approve the budget;
- (3) To employ or contract with agents, employees, vendors, independent contractors, or other entities, including legal counsel, accountants, and such other persons as may be necessary to provide any services required for the consortium;
- (4) To create and approve the strategic plan;
- (5) To hire and evaluate the performance of the Executive Director;
- (6) To appoint Open Meetings Act and Freedom of Information Act officers;
- (7) To review agreements and bylaws at least every three (3) years; and
- (8) To perform such other duties as set forth in these Bylaws.

Section 2. Membership. The number of members (“Directors”) on the Board shall be equal to the number of active Member Libraries and shall be increased or decreased automatically and without further act so that the number of Directors shall be equal to the number of active Member Libraries.

Section 3. Composition:—

- A. Each Member Library shall appoint its Administrator as the Member Library’s representative on the Board. The list of such Directors shall be provided to all Member Libraries and the Board.
- B. Each Director shall vote in accordance with the authority conferred by the Governing Body of the Member Library making the appointment.

Section 4. Quorum:—

- A. Two-thirds (2/3)¹ of all Directors shall constitute a quorum of the Board for the transaction of business at any meeting of the Board unless otherwise expressly provided in these Bylaws.
- B. If less than a quorum of the Directors is present at a meeting, a majority of the Directors present may adjourn the meeting to another time without further notice.

Section 5. Manner of Acting:—

- A. The act of a majority of the Directors present and voting at a meeting at which a quorum is present shall be the act of the Board, unless the act of a greater number is required by law or these Bylaws.
- B. No Director may act by proxy on any matter.

¹According to Roger’s Rules of Order, Newly Revised (11th ed., p. 401), the “requirements of a two-thirds vote means *at least two-thirds*. As a consequence, nothing less will do.”

Section 6. Voting:—

- A. Each Director present at any meeting, including the presiding officer, shall be entitled to cast one (1) vote.
- B. Except as otherwise provided in these Bylaws, a simple majority of a quorum is sufficient to pass upon all matters. A vote “of the Board” (as called out in these Bylaws) means a vote greater than a majority of a quorum; that is, a vote of all the Directors.

C. Manner of Voting:—

- (1) **Roll-Call Vote.** On all questions involving the expenditure of money, or involving more than a simple majority of a quorum for approval (as called out in these Bylaws), or involving prior written notice (as called out in these Bylaws), and whenever requested by any Director present at any meeting, the ayes, nays, and abstentions shall be taken by a roll-call vote and entered on the records of the proceedings of the Board.
- (2) **Voice Vote.** Except as herein above provided, all other voting at meetings of the Board shall be by voice vote.
- D. **Presumption of Assent.** A Director who is present at a meeting of the Board at which action on any matter is taken shall be conclusively presumed to have assented to the action unless that Director’s dissent shall be entered in the minutes of the meeting or that Director shall file a written dissent to such action with the Secretary before the adjournment thereof or shall forward such dissent by Registered or Certified Mail to the Secretary immediately after the adjournment of the meeting. However, such right to dissent shall not apply to a Director who voted in favor of such action.

Section 7. Compensation.

- A. Directors shall not receive any payment, compensation, or salaries for their services.
- B. By resolution of the Board, Directors may be reimbursed for out-of-pocket expenses, if any, incurred on behalf of LINC.

ARTICLE IV Meetings

Section 1. Regular Meetings:—

- A. The Board shall meet no less frequently than quarterly, each fiscal year. Pursuant to Section 120/2.03 of the Open Meeting Act [5 ILCS 120], the Board “must, at the beginning of each calendar or fiscal year, prepare and make available a schedule of all its regular meetings for such calendar or fiscal year, listing the times and places of such meetings.”
- B. Meetings of the Board shall be held within the jurisdiction of the constituency of Member Libraries.

- C. In the absence of a bylaw, policy, or rule to the contrary, members of the public who attend any regular or special meeting of the Board may not comment or ask questions of the Board unless recognized by the President of the Board; provided, however, that the Board will provide an opportunity for public comment at meetings in accordance with Section 120/2.06(g) the Open Meetings Act [5 ILCS 120].

Section 2. Special Meetings:—

- A. Special meetings of the Board may be called by or at the request of the President, the Vice President / President-Elect, or any three (3) Directors. Any person authorized to call special meetings of the Board may fix any place within the jurisdiction of the constituency of Member Libraries as the place for holding any special meeting of the Board called by that person.
- B. Except as hereinafter provided, notice of any special meeting of the Board shall be given at least five (5) business days prior thereto by telephone, email, fax, text message or by written notice to each member of the Board at his or her Member Library.
- C. In the event the President, Vice President / President Elect, or any three (3) Directors shall determine that there is a financial or other emergency to LINC, an emergency special meeting of the Board may be held if reasonable notice thereof is given prior to such meeting.
- D. The purpose of any special meeting of the Board and the business to be transacted thereafter shall be specified in the notice of such meeting.

Section 3. Notice. Subject to the provisions of Sections 4 of this Article, no further notice of annual or regularly scheduled meetings of the Board needs to be given to the individual Directors.

Section 4. Open Meetings Act. The Board and its subsidiary bodies shall comply with the provisions of the Open Meetings Act [5 ILCS 120].

**ARTICLE V
OFFICERS**

Section 1. Officers:—

- A. The officers of the Board shall be a President, a Vice President (who shall be President-Elect), a Secretary, and a Treasurer.
- B. The Board may elect or appoint such other officers, including one or more vice presidents, one or more assistant secretaries, and one or more assistant treasurers, as it shall deem desirable, such officers to have the authority and to perform the duties prescribed, from time to time, by the Board.

Section 2. Election and Term of Office:—

- A. Only those persons who are Directors are eligible for election to the office of President, Vice President / President-Elect, Secretary and Treasurer.

B. The officers shall be elected by the Board at the last meeting of the fiscal year, which is always held in April. They shall assume their office at the beginning of the new fiscal year in accordance with the provisions described herein.

C. Terms of Office:—

(1) The President shall serve for one (1) fiscal year of LINC.

(2) The Vice President / President-Elect shall serve for one (1) fiscal year of LINC and shall succeed to the office of President.

(3) The Treasurer shall serve for one (1) fiscal year of LINC. The Treasurer may be re-elected to said office.

(4) The Secretary shall serve for one (1) fiscal year of LINC. The Secretary may be re-elected to said office.

D. Except for the circumstances described in Sections 3-4 of this Article, each officer shall hold office until a successor has been duly elected by the Board in the manner herein provided, or until such time as that officer is no longer the Administrator of the Member Library.

E. Election of an officer shall not of itself create contract rights.

Section 3. Vacancies:—

A. Should the President resign or otherwise vacate the office, the Vice President / President-Elect will assume the term of office upon the effective date of the vacancy, and appoint an acting Vice President who shall complete the Vice President's term of office, but shall not be designated as President-Elect. In addition to completing the unexpired term of the former President, the newly elevated President shall serve the duly elected term.

B. Should the office of Vice President / President-Elect become vacant (other than through the filling of a vacancy of the Presidency), a new election will be held at the next Board meeting to elect a Vice President / President-Elect.

C. Should the office of Secretary or Treasurer become vacant, a new election will be held at the next Board meeting to elect a Secretary or Treasurer.

Section 4. Removal. Any officer elected or appointed may be removed from office by a roll-call vote of two-thirds (2/3) of the Board whenever in its judgment the best interests of LINC would be served thereby.

Section 5. President. The President shall be the principal executive officer of LINC and, subject to the direction and control of the Board, shall see that the resolutions and directives of the Board are carried into effect. In general, the President shall discharge all duties incident to the office of President and such other duties as may be prescribed by the Board. The President shall preside over all meetings, appoint members of such committees as may be authorized and perform such other duties as the Board may

specify by its Bylaws, policies, or other appropriate action. In the President's absence, the Vice President / President-Elect shall preside at meetings. The President shall not have nor exercise veto powers.

Section 6. Vice President / President-Elect. The Vice President / President-Elect shall assist the President in the discharge of the President's duties as the President may direct and shall perform such other duties as from time to time may be assigned to the Vice President by the President or the Board. In the absence of the President or in the event of the President's inability or failure to act as mandated by the Board, as determined by a vote of the Board, the Vice President / President-Elect shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions upon the President.

Section 7. Treasurer. The Treasurer shall be the principal accounting and financial officer of LINC and shall:—

- keep and maintain accounts and records of LINC during the term of office, indicating therein a record of all receipts, disbursements and balances of any funds;
- have charge and custody of all funds and securities of LINC and be responsible therefor, for the receipt and disbursement thereof and, subject to the provisions of Article VI, Section 6, shall deposit such funds and securities in such banks as the Board shall approve from time to time;
- recommend an auditor and ensure that an annual audit be done within 90 days of the end of the fiscal year; and
- if required by the Board, shall give a bond for the faithful discharge of the Treasurer's her duties in such sum and with such surety or sureties as the Board shall determine, which bond shall be paid for by LINC.

Section 8. Secretary. The Secretary shall keep and maintain at the LINC principal office appropriate records for the term of office and shall include therein a record of the minutes of all Board meetings, the names of those in attendance, the resolutions, rules, and regulations adopted, and all other pertinent written matter as may affect the operation of LINC. The Secretary shall be custodian of the official records of LINC, see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law, and perform all other duties incident to the office of Secretary, as well as such other duties as from time to time may be assigned to the Secretary by the President or the Board.

Section 9. Salaries. No officer of the Board shall receive or be paid a salary or stipend.

ARTICLE VI FINANCIAL MATTERS

Section 1. Fiscal Year. The fiscal year of LINC shall be from May 1 to April 30. The fiscal year may be changed by majority vote of the Member Libraries.

Section 2. Financial Guidelines. The Board shall establish a policy concerning the Growth Fund and the minimum and maximum fund balances for the Operating Fund and the Vendor Fund.

Section 3. Budget:—**A. Development Schedule:—**

- (1) The Executive Director shall present the Board with a proposed Operating Budget for the forthcoming fiscal year by Board meeting in January, each year.
- (2) The Board will review the budget and recommend changes, as needed, in February.
- (3) Prior to the Board taking any final action on the Operating Budget, at least 45 days' written notice thereof must be provided to the Member Libraries (represented by the Directors).
- (4) The Directors will review the budget and discuss it with the members of their own Boards of Library Trustees prior to the Board meeting in April, each year.

B. Approval Schedule:—

- (1) Each Member Library will vote to approve or not approve the LINC Operating Budget prior to April 1, each year.
- (2) The proposed Operating Budget shall be voted upon at the Board meeting in April (or as soon thereafter as possible) and must be approved by a roll-call vote of two-thirds (2/3) of the Board.
- (3) The Vendor Fund and Growth Fund budgets shall be voted upon in September and must be approved by a roll-call vote of two-thirds (2/3) of the Board.

C. Amendments to (and Expenditures Not Anticipated in) the Budget:—

- (1) **Amendments to the Budget.** If, during the course of any fiscal year, the Board determines that the budget, as approved, requires amendment, then the Executive Director shall prepare a proposed, amended budget. Prior to the Board taking any final action on the amended budget, at least 45 days' written notice thereof must be provided to the Board. The amended budget must be approved by a roll-call vote of two-thirds (2/3) of the Board.
- (2) **Expenditures Not Anticipated in the Budget.** Prior to the Board taking any action on the approval of any unbudgeted cost (including but not limited to contracts, leases, or capital improvements of hardware or software, **which would result in an increase in the cumulative annual assessment of any Member Library of more than \$1,000 per year**), at least seven (7) days' written notice thereof must be provided to the Member Libraries (represented by the Directors). The additional expenditures must be approved by a roll-call vote of two-thirds (2/3) of the Board.

Section 4. Contracts. The Board may authorize any officer or officers, agent or agents of LINC to enter into any contract or execute and deliver any instrument in the name of and on behalf of LINC; such authority may be general or confined to specific instances.

Section 5. Checks, Drafts, etc. All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of LINC shall be signed by such officer or officers, agent or agents of LINC as shall be determined by resolution of the Board. In the absence of such determination by the Board, such instruments shall be signed by the Treasurer and countersigned by the President, Vice President / President-Elect, or Secretary of LINC.

Section 6. Deposits. All funds of LINC shall be deposited from time to time to the credit of LINC in such banks, trust companies, or other depositories as the Directors may approve; provided, however, that all such deposits and investments shall be in financial institutions in which monies of public libraries may be deposited or invested, in compliance with the requirements of the Public Funds Investment Act [30 ILCS 235/0.01 *et seq.*].

Section 7. Gifts. The Board may accept or reject on the behalf of LINC any contribution, gift, bequest, or device for the general purposes or for any special purpose of LINC.

Section 8. Audits:—

- A. An audit shall be conducted within 90 days of the end of each fiscal year by an independent certified public accountant authorized to practice public accounting in Illinois, which accountant shall be designated by the Board.
- B. Such audit shall include a report to the Board and the professional opinion of the accountant as to the financial status of LINC and as to the accuracy of the audit.
- C. In accordance with the rules of the General Accounting Standards Board (GASB), a “Management Discussion and Analysis” will be prepared by the Executive Director or designee and approved by the Treasurer for inclusion in the full audit report. A full audit report will be given to the Directors to be shared with their Member Library.

Section 9. Payments:—

- A. LINC shall transmit to all Member Libraries regular, monthly billing statements. Details on current fees are available on request from the Executive Director.
- B. Each Member Library shall pay in full its share of the financial obligations incurred by LINC, such payment to be made within thirty (30) days of receipt of LINC’s billing statement.
- C. A late fee may be charged to each Member Library that fails to pay its billing statements within thirty (30) days after receipt thereof. In addition, interest at the then-current Illinois Funds or IMET rate plus one per cent (1.0%) may be charged to each Member Library that fails to pay its billing statements within thirty (30) days after receipt thereof.

Section 10. Financial Arrears:—

- A. In the event that a Member Library fails to timely pay its monthly billing statement from LINC or fails to pay within thirty (30) days after written demand any interest or penalty imposed hereunder, the Board may suspend the membership status of such Member Library and thereby deny computer services and database access to such Member Library, until such payment is made in full (see Article XIV, "Enforcement Procedures").
- B. If such Member Library fails to make full payment within ninety (90) days after such suspension of services, the Board shall direct the Executive Committee to investigate and shall report its findings and recommendations to the Board, which shall take such action as the Board may determine to be appropriate pursuant to Article XIV, "Enforcement Procedures."

ARTICLE VII COMMITTEES

Section 1. Executive Committee:—

- A. **Composition.** The Executive Committee shall consist of the following officers of the Board: President, Vice President / President-Elect, Secretary, and Treasurer.
- B. **Duties.** The Executive Committee shall be subject to the orders of the Board and none of its actions shall conflict with actions taken by the Board. Further, the Executive Committee shall have the following specific duties:—
 - (1) To supervise the affairs of LINC between meetings of the Board;
 - (2) To review the procedures, policies, and performance of LINC;
 - (3) To conduct the annual performance appraisal of the Executive Director;
 - (4) To perform such other duties as may be assigned to it by the Board; and
 - (5) To take such other actions as may be directed by the Board.
- C. **Reports.** The Executive Committee shall report to the Board such recommendations as it may have and such actions it may have taken on behalf of the Board.

Section 2. Standing Committees:—

- A. The following standing committees are hereby established:—
 - (1) Automation Services Task Force
 - (2) Circulation Services Task Force
 - (3) Collection HQ Task Force
 - (4) E-Resources Task Force
 - (5) Interlibrary Loan Task Force
 - (6) OPAC Task Force
 - (7) Outreach Services Task Force
 - (8) Public Services Task Force
 - (9) Technical Services Task Force

B. Composition. Each standing committee shall consist of the following members:—

- (1) Representatives ex officio of the Member Libraries as appointed by the Administrator of each Member Library, only one (1) of whom (for purposes of equity and establishing a quorum) shall be designated as the official representative with the authority to make motions and vote; that is, “one library, one vote.”
- (2) Representatives ex officio from LINC, as appointed by the Executive Director, none of whom shall have the authority to make motions and vote.
- (3) Representatives ex officio from the Board, only one of whom shall be designated as the official representative and none of whom shall have the authority to make motions and vote.

C. Agendas. Agendas for all standing committee meetings will be sent electronically to all Member Libraries, shall be posted on LINC’s Web site, and shall be posted in compliance with the Open Meetings Act [5 ILCS 120].

D. Officers. Each Group shall elect a Chair from amongst its members to serve annually. A Secretary will be appointed at each meeting.

Section 3. Other Committees. The Board, at its discretion, may establish by resolution such other committees, standing or special, as the members or the Board shall from time to time deem necessary to carry on the work of LINC; and such other committees shall be appointed by the President.

Section 4. Quorum of a Committee. Unless otherwise provided in these Bylaws or the resolution of the Board constituting a committee, a majority of the whole committee shall constitute a quorum, and the act of the majority of the members present at the meeting at which a quorum is present shall be the act of the committee.

Section 4. Open Meetings Act. As noted in Article IV, Section 4, the Board and its subsidiary bodies shall comply with the provisions of the Open Meetings Act [5 ILCS 120].

Section 5. Reports. Each committee shall from time to time, but at least annually, report to and advise the Board on LINC’s affairs within that committee’s particular area of responsibility and interest.

ARTICLE VIII EXECUTIVE DIRECTOR

Section 1. Authority. The Board has the authority to hire an Executive Director to serve as the LINC manager and chief executive officer; evaluate such Executive Director at least annually; and establish the salary and benefits of the Executive Director.

Section 2. Appointment. The appointment of the Executive Director must be approved by a roll-call vote of two-thirds (2/3) of the Board.

Section 3. Duties. The Executive Director shall be responsible for administering the policies and procedures adopted by the Board, managing LINC operations, and serving as advisor to the Board, as well as other duties as described in the Executive Director's job description.

Section 4. Fiscal Responsibilities. The Executive Director is authorized to spend money as provided in the Operating Budget as approved by the Board and within the fiscal policy established by the Board.

ARTICLE IX BOOKS AND RECORDS

The Executive Director shall keep correct and complete books and records of account and shall also keep copies of the proceedings and minutes of the meetings of the Board and committees thereof having any of the authority of the Board. LINC shall keep at its principal office a record giving the names and addresses of the Directors. All books and records of LINC may be inspected by any Member Library or member of the Board, or the agent or attorney thereof, for any proper purpose at any reasonable time.

ARTICLE X MEMBERS AND MEMBERSHIP

Section 1. Levels of Membership:—

- A. Member Libraries consist of those who have executed the Intergovernmental Agreement and completed such other requirements as are set forth in these Bylaws.
- B. Other levels of participation may be established and authorized by the Board for purposes of access to the ILS, for which conditions and costs would be defined in a separate agreement as approved by the Board. These participating libraries shall not have voting rights.
- C. For purposes of these Bylaws, the members of LINC are referred to as "Member Libraries." The terms "Member Libraries" and "Member Library" include each new Member Library as of the effective date of its active membership in LINC.

Section 2. Eligibility for Membership:—

- A. Any public, academic, school, or special library (as defined below) may be admitted to membership in LINC, but only upon compliance with the following conditions:—
 - (1) **Execution of Intergovernmental Agreement and Bylaws.** The new Member Library shall sign a copy of the Intergovernmental Agreement and these Bylaws for the purpose of acknowledging its commitment to assume the rights and fulfill the responsibilities of membership in LINC, and shall transmit to the Secretary of LINC a certified copy of the Ordinance or Resolution of such new Member Library providing for such signing along with the signed Intergovernmental Agreement and Bylaws.
 - (2) **Approval.** The addition of the new Member Library must be approved by a roll-call vote of two-thirds (2/3) of the Board.

(3) **Effective Date.** The active membership of such new Member Library shall become effective on a mutually agreeable date as determined by LINC and the new Member Library.

(4) **Fees and Share of Costs:—**

- (a) The new Member Library shall pay to LINC such sum of money as is determined by the Board. In making its determination as to such new Member Library's pro-rata share of the costs and expenses of LINC and of the disproportionate costs, if any, incurred by the other Member Libraries by reason of the admission of such new Member Library, the Board shall consider the costs of equipment, services, and database entries incurred by LINC during the preceding five-year period (or such portion of that period in which the new Member Library was not a Member Library), and the disproportionate increase in costs to existing Member Libraries, if any, caused by the admission of the new Member Library, and any startup costs.
- (b) The Board shall also determine an amount sufficient to cover such new Member Library's share of LINC's budgeted expenses for the fiscal year in which the new Member Library takes active Membership (in accordance with Article VI, Section 3 and Section 9).

B. Definitions: For purposes of these Bylaws, the following terms shall have the following meanings:—

- (1) "Public Library" means a tax-supported public library established by a governmental unit in the State of Illinois, which is either authorized to levy a tax for library purposes, or which supports the library at least in part from local tax revenues other than federal revenue-sharing funds, and established by a city, village, incorporated town, township, county, or library district under Illinois law.²

However, free public libraries established by villages, but not supported at least in part from local tax revenues, and incorporated free public libraries not established by a unit of local government are not included in this definition.³

- (2) "School Library" means the library or libraries of an elementary and/or secondary school district, or private elementary and/or secondary schools under a single governing authority in the State of Illinois.

²References:—

75 ILCS 5, Local Library Act (City, Village, Incorporated Town, Township)
 75 ILCS 16, Public Library District Act of 1991 (Library District)
 75 ILCS 40, Village Library Act (Village by Library Commission)
 55 ILCS 5–38, Public County Library Service (County)

³References:—

75 ILCS 40, Village Library Act (Village by Library Commission), in part
 75 ILCS 60, Library Incorporation Act (Incorporated Free Public Library), in part

- (3) "Academic Library" means the library or libraries of an institution of education beyond the secondary level, which is authorized to operate in the State of Illinois.
- (4) "Special Library" means any other library or resource center in the State of Illinois, which is of, or under, the governing authority of any person or institution not otherwise defined herein.

Section 3. Transfer of Membership. Membership in LINC is not transferable or assignable.

Section 4. Responsibilities of Member Libraries:—

- A. As noted in Article III, Section 3, Paragraph A, "Each Member Library shall appoint its Administrator as the Member Library's representative on the Board. The list of such Directors shall be provided to all Member Libraries and the Board."
- B. The Administrator of each Member Library shall be the voting agent for that Member Library.
- C. Member Libraries should notify the Executive Director before any change is made to any equipment owned by LINC. No Member Library shall contract for any new third-party services to be used with the ILS without notifying LINC at least fourteen (14) days in advance. If a Member Library will not be using the system due to an internal situation (such as remodeling, staff in-service days, etc.) or inclement weather has created a power outage in the building, then LINC should be contacted as soon as possible.
- D. Each Member Library shall conform to LINC's established standards, policies, and procedures for integrated library service. In the event that any Member Library shall fail to conform to such standards, the Board shall direct the Executive Committee to investigate and shall report its findings and recommendations to the Board, which shall take such action as the Board may determine to be appropriate pursuant to Article XIV, "Enforcement Procedures."
- E. Each Member Library shall comply with the confidentiality requirements (and shall execute any confidential documents) contained in any Sales Agreement and Maintenance Agreement between SirsiDynix, a Utah corporation, and LINC, as well as any other agreement between LINC and any other vendor. In addition, each Member Library shall be responsible individually for any breach or violation of any such confidentiality requirements by such Member Library, whether occurring during the term of the Member Library's membership in LINC or thereafter.

Section 5. Term and Voluntary Termination of Membership:—

- A. Each Member Library (including new Member Libraries admitted pursuant to Sections 1–2 of this Article) shall participate in the Intergovernmental Agreement for a minimum term of five (5) years from the date on which the active membership of such Member Library commences.
- B. Upon the expiration of such five-year period, the term of participation of such Member Library shall automatically be renewed for successive one-year periods, unless:—

- (1) the Board of Library Trustees of the terminating Member Library and the LINC Board, as stated in the Intergovernmental Agreement, mutually agree in writing to terminate such Intergovernmental Agreement, or
 - (2) at any time after the expiration of the initial five-year period, such Member Library gives written notice of its intention to terminate voluntarily its participation in the Intergovernmental Agreement as hereinafter provided (see also Article XII, "Voluntary Termination of Membership").
- C. Such notice of voluntary termination shall be in the form of a certified copy of an Ordinance or Resolution declaring such Member Library's intent to terminate voluntarily its membership in LINC, and shall be effective only if:—
- such notice is given prior to April 30, one (1) year in advance of the proposed termination date and the end of the fiscal year following the fiscal year in which notice was given; and
 - the Member Library giving such notice has satisfied and will satisfy all of its obligations under the Intergovernmental Agreement and these Bylaws; and
 - the proposed notice is accepted by a roll-call vote of three-fourths (3/4) of the Board.
- D. Each renewal of a Member Library's participation shall be on the terms, provisions, and conditions as are then contained in the Intergovernmental Agreement and these Bylaws (unless changed or modified by mutual consent in writing).

Section 6. Reinstatement:—

- A. A library whose status as a Member Library was terminated may be reinstated by applying for admission as a new Member Library, as set forth in Sections 1–2 of this Article.
- B. Such reinstated Member Library shall pay its share of the costs of new equipment and services purchased by LINC subsequent to the termination of such Library's membership status, said share to be determined according to the policies of LINC in effect at the time of such reinstatement.

**ARTICLE XI
SERVICES TO MEMBERS**

Subject to the terms and conditions set forth in the Intergovernmental Agreement and in conformity with the provisions of these Bylaws, LINC shall, on a uniform and non-discriminatory basis, provide each Member Library on active membership status in LINC with an ILS, cooperative library-application computer services, and automation services, including computer equipment and software designed to the specific need of the Member Libraries. The Board shall take all necessary and appropriate actions so as to enable LINC to provide such computer and automation services, including causing LINC to enter into one or more contracts with third parties for such services.

ARTICLE XII VOLUNTARY TERMINATION OF MEMBERSHIP

Section 1. Obligations upon Termination of Membership:—

- A. A Member Library terminating its membership in LINC during the fifth or subsequent year (as provided in Article X, Section 5) shall remain fully obligated for all payments and other duties owed by such Member Library to LINC during the final year of such Member Library's participation in LINC.
- B. Notwithstanding anything to the contrary contained in these Bylaws, a terminating Member Library shall remain fully obligated for:—
 - (1) all special payments and duties which had been specifically allocated to it by the Board prior to the giving of written notice of termination by such terminating Member Library; and
 - (2) its pro-rata share of any extraordinary payments and duties allocated to it by the Board during the final year of participation by such terminating Member Library.

Section 2. Rights upon Termination of Membership:—

- A. At the expense of the terminating Member Library, LINC shall copy in machine-readable form the terminating Member Library's entries in LINC's bibliographic and patron databases and remove the terminating Member Library's bibliographic and patron records from the LINC database.
- B. Such terminating Member Library shall have no right or interest in the hardware or software heretofore and thereafter purchased by LINC, except as otherwise specifically provided in these Bylaws.

ARTICLE XIII DISSOLUTION OF LINC

Section 1. Development Schedule:—

- A. The Executive Committee shall present the Board with a draft of a "Resolution of Dissolution."
- B. The Board will review the "Resolution of Dissolution" and recommend changes, as needed.
- C. The Directors shall review and discuss the "Resolution of Dissolution" with the members of their own Board of Library Trustees prior to adoption.

Section 2. Approval Schedule:—

- A. Each Member Library will vote to approve or not approve the “Resolution of Dissolution” via a mechanism (such as a mail ballot) promulgated by the Executive Committee.
- B. The proposed “Resolution of Dissolution” must be approved by a roll-call vote of three-fourths (3/4) of the Board.

Section 3. Final Affairs. Upon adoption of a “Resolution of Dissolution” by the Board, LINC shall cease to conduct its affairs except insofar as may be necessary for the proper winding up thereof, and shall immediately cause a notice of the proposed dissolution to be mailed to each Member Library and to each known creditor of LINC. LINC shall then proceed to collect its assets and apply and distribute them as hereinafter provided:—

- A. All liabilities and obligations of LINC shall be paid or adequate provision shall be made therefor.
- B. All assets held by LINC upon condition requiring return, transfer or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred or conveyed in accordance with such requirements.
- C. All remaining property and assets held by or in the name of LINC shall be distributed to the then current Member Libraries of LINC. Said distribution shall be in a manner which approximates the respective Equity Positions of the Member Libraries at the time of dissolution.

**ARTICLE XIV
ENFORCEMENT PROCEDURES**

Section 1. Failure to Comply:—

- A. **Written Notice.** In the event that a Member Library fails to comply with these Bylaws or with any rule or regulation of LINC, such Member Library shall be given a written notice from the Board requesting compliance.
- B. **Request for Hearing.** At the written request of such Member Library, the Executive Committee will meet with the Member Library to discuss the failure to comply and the corrective action needed for compliance.

Section 2. Consequences:—**A. Suspension of Services:—**

- (1) Unless such Member Library has taken all required corrective action within the time period set forth in said written notice, or, if a hearing was requested, within the time period imposed by the Board after such hearing, then the Board may suspend the active membership status of such Member Library and thereby deny computer services and database access to such Member Library, until such corrective action is taken.

- (2) A Member Library that is not an active Member Library shall forfeit its representation on the Board (as described in Article III, Sections 2–3), as well as its voting rights (as described in Article X, Section 4, Paragraphs A–B).
- (3) The Member Library shall not thereby be released from any of its obligations under the Intergovernmental Agreement and these Bylaws, including the obligation to make financial payments to LINC.

B. Other Action:—

- (1) If such Member Library has not taken such corrective action within ninety (90) days after a suspension of services, the Board may take such other action as it deems necessary or appropriate, including litigation against the Member Library and/or involuntary termination of the Intergovernmental Agreement between LINC and the Member Library.
- (2) The involuntary termination of the Intergovernmental Agreement between LINC and a Member Library must be approved by a roll-call vote of three-fourths (3/4) of the Board.

C. Obligations upon Involuntary Termination of Membership:—

- (1) A Member Library whose membership in LINC is terminated involuntarily, as provided herein, shall remain fully obligated for all payments and other duties owed by such Member Library to LINC during the Member Library's participation in LINC.
- (2) Notwithstanding anything to the contrary contained in these Bylaws, a Member Library whose membership in LINC is terminated involuntarily shall remain fully obligated for:—
 - (a) all special payments and duties which had been specifically allocated to it by the Board; and
 - (b) its pro-rata share of any extraordinary payments and duties allocated to it by the Board.

D. Rights upon Involuntary Termination of Membership:—

- (1) At the expense of the Member Library whose membership was involuntarily terminated, LINC shall copy in machine-readable form the affected Member Library's entries in LINC's bibliographic and patron databases and remove the affected Member Library's bibliographic and patron records from the LINC database.
- (2) Such Member Library shall have no right or interest in the hardware or software heretofore and thereafter purchased by LINC, except as otherwise specifically provided in these Bylaws.

ARTICLE XV
INDEMNIFICATION OF DIRECTORS,
OFFICERS, EMPLOYEES, AND AGENTS; INSURANCE

Section 1. Right to Indemnification. LINC will indemnify any present or former Director, officer, employee, or agent to the fullest extent possible under applicable law against expenses, including attorneys' fees, judgments, fines, settlements, and reasonable expenses, actually incurred by such person relating to his or her conduct as a Director, officer, employee, or agent of LINC, except that indemnification shall not apply:—

- A. to a breach of duty of loyalty to the LINC;
- B. for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law;
- C. for a transaction from which such person derived an improper personal benefit; or
- D. to (or against) judgments, penalties, fines, and settlements arising from any proceeding by or in the right of LINC, or against express expenses in any such case, where such person shall be adjudged liable to LINC.

Section 2. Insurance. LINC may purchase and maintain insurance on behalf of any person to the fullest extent permitted by applicable law.

ARTICLE XVI
PARLIAMENTARY AUTHORITY

The rules contained in the latest edition of *Robert's Rules of Order Newly Revised* shall guide the Board in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Board may adopt. Any rule of order can be temporarily suspended by the Board by majority vote of those Directors **present** at the meeting.

ARTICLE XVII
AMENDMENTS TO BYLAWS

Section 1. Power to Amend. The power to alter, amend, and repeal these Bylaws, and to adopt new bylaws, is vested in the Board. The Bylaws may contain any provisions for the regulation and management of the affairs of LINC not inconsistent with law or the articles of the "Intergovernmental Agreement for Library Integrated Network Consortium."

Section 2. Amendment of Bylaws. The Bylaws may be amended at any regular meeting of the Board by a roll-call vote of two-thirds (2/3) vote of the Directors present and voting, provided that the purpose and proposed language of the amendment has been submitted in writing at the previous regular meeting.

Approval History

- Original bylaws adopted on 26 November 1991; revised from time to time
- New bylaws adopted on 4 September 2013
- New bylaws adopted by the Board of Directors on Friday, 13 May 2016

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A RESOLUTION FOR APPLICATION TO PARTICIPATE IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

WHEREAS, Section 7-132 of the Illinois Pension Code provides that the Library Integrated Network Consortium
(Name of Political Entity)

may become a participating instrumentality in the Illinois Municipal Retirement Fund (Fund) by the adoption of a resolution by a two-thirds vote of its entire governing body to apply for participation in the Fund, and

WHEREAS, upon receipt of the application, the Fund shall determine whether the application is in conformity with its requirements; whether the applicant has a reasonable expectation to continue as a political entity for ten years; has the financial capacity to meet its current and future obligations to the Fund; and whether participation by the applicant will impair the actuarial soundness of the Fund, and

WHEREAS, participation will commence following acceptance of the application by the Board of Trustees of the Illinois Municipal Retirement Fund (Board) and on the date specified by that Board.

NOW, THEREFORE, BE IT RESOLVED by the Trustees as follows:
(Governing Body)

(1) That the Trustees of Library Integrated Network Consortium
(Governing Body) (Name of Political Entity)

organized under the laws of the State of Illinois, hereby makes application to be included within and subject to the Article 7 of the Illinois Pension Code (Ill. Rev. Stat., ch. 108 1/2, par. 7-101 et seq.)

(2) That the standard for participation in the Fund shall be a position normally requiring performance of duty for 1000 hours or more per year.
(600 or 1,000)

(3) That Roger Geske President is hereby
(Name of Executive Officer) (Title)

instructed to file this resolution with the Board; and to furnish and certify additional information as requested by the Fund.

(4) That this Resolution is irrevocable and Library Integrated Network Consortium shall participate in IMRF if its
(Name of Political Entity)

application is accepted by the Board.

(5) That the Library Integrated Network Consortium, Kane Illinois does hereby request the
(Name of Political Entity) (County)

Board to approve its participation in the Fund.

Ayes 8 Nays -0- Size of Entire Governing Body 8

CERTIFICATION

I, Janice Twohill, being the duly appointed Secretary of the Library Integrated Network Consortium
(Name) (Clerk or Secretary) (Name of Political Entity)

of the County of Kane, State of Illinois, do hereby certify that I am the keeper of the books and
(Name of County)

records of the aforesaid political entity and that the foregoing is a true and correct copy of a resolution duly adopted by the Library Integrated Network Consortium meeting duly convened and held on the 7th day of April 1992.
(Governing Body)

Janice Twohill
(Clerk or Secretary)

VILLAGE/CITY OF _____

**A RESOLUTION RECOGNIZING DISSOLUTION OF THE LIBRARY INTEGRATED NETWORK CONSORTIUM
AND ACCEPTING THE OWNERSHIP OF THE RESULTING ILLINOIS MUNICIPAL RETIREMENT FUND ASSETS
AND LIABILITIES OF THE _____ PUBLIC LIBRARY**

WHEREAS, the Library Integrated Network Association ("LINC") is an intergovernmental entity established in 1991 by the "Intergovernmental Agreement for Library Integrated Network Consortium" and created and operating under the provisions of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, the _____ Public Library is a member of LINC; and

WHEREAS, the member libraries of LINC wish to cease operations and dissolve the intergovernmental entity known as LINC; and

WHEREAS, the LINC Bylaws duly adopted by the LINC Board of Directors on May 13, 2016 govern the operation and dissolution of LINC; and

WHEREAS, Article XIII of said Bylaws governs the dissolution of LINC; and

WHEREAS, dissolution of LINC may be accomplished by following the development schedule and approval schedule prescribed in Article XIII Sections 1 and 2 of the LINC Bylaws; and

WHEREAS, on April 13, 2018, a Resolution approving dissolution of LINC in accordance with Article XIII Section 1 of the LINC Bylaws was approved by a vote of the member libraries in accordance with Article XIII Section 2 A of the LINC Bylaws; and

WHEREAS, said Resolution approving dissolution of LINC included a provision under which the Illinois Municipal Retirement Fund (IMRF) was directed to split the LINC assets and liabilities among the member libraries of LINC in accordance with the member libraries' equity position in LINC, as follows:

Batavia Public Library	14.0%
Bloomington Public Library	10.5%
Geneva Public Library District	17.5%
Glen Ellyn Public Library	14.0%
Itasca Community Library	7.0%
St. Charles Public Library	17.5%
Villa Park Public Library	9.0%
West Chicago Public Library District	10.5%

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees and Mayor of the _____ of _____ that:

Section 1. The “WHEREAS” recitals above are hereby incorporated into and made part of this Resolution.

Section 2.

A. Upon dissolution of LINC, the _____ of _____ hereby accepts ownership of the _____ Public Library’s IMRF assets and liabilities attributable to the _____ Public Library’s participation in LINC.

B. The _____ Clerk is hereby authorized and directed to submit a certified copy of this Resolution to the appropriate authorities at IMRF.

Section 3. This Resolution shall become effective immediately upon adoption and publication as required by law.

PRESENTED to and **PASSED** by the _____ of the _____ of _____ this _____ day of _____, 201__.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

Mayor or President

Clerk

Employer # 09595

PLEASE**KEEP THIS GASB FOOTNOTE DISCLOSURE STATEMENT FOR THE AUDITORS****THIS STATEMENT CAN ALSO BE VIEWED AT IMRF.ORG
EMPLOYER DOCUMENT ARCHIVE**

This information is intended to provide your governmental unit with pension information required in the Notes to Financial Statements for your next annual financial report. The following information is patterned after illustration 6 shown on pages 32 and 33 of the Governmental Accounting Standards Board Statement No. 50 for an employer contributing to an agent-multiple-employer defined benefit pension plan.

Employers who have a fiscal year ending other than December 31 will have to adjust the information shown in the three - year trend information to reflect their fiscal year. IMRF has provided a template at www.IMRF.org for employers who have a fiscal year ending after December 31, 2017.

This information should be shared with your auditors. Questions can be directed to Dionne Green at (630) 706-4234 or dngreen@imrf.org.

Library Integrat Ntwrk Consort
Carol J. Dawe
1001 E Main St Ste A
Saint Charles IL 60174-2203

Employer # 09595

Regular plan

GASB 50 Disclosures**Note X. Pension Plan**

Plan Description. The employer's defined benefit pension plan for Regular employees provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The employer plan is affiliated with the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer plan. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available financial report that includes financial statements and required supplementary information (RSI). That report may be obtained on-line at www.imrf.org.

Funding Policy. As set by statute, your employer Regular plan members are required to contribute 4.50 percent of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The employer annual required contribution rate for calendar year 2017 was 13.46 percent. The employer also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Annual Pension Cost. The required contribution for calendar year 2017 was \$19,387. (If you made an additional payment toward your unfunded amount, add this payment to your monthly contributions, based on payroll and recalculate the percentage of APC contributed.)

Calendar Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
12/31/17	\$19,387	100%	\$0*
12/31/16	\$23,020	100%	\$0*
12/31/15	\$36,203	100%	\$0*

*If you utilized the phase-in contribution rate, the net pension obligation will have to be calculated.

The required contribution for 2017 was determined as part of the December 31, 2015, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions at December 31, 2015, included (a) 7.5 percent investment rate of return (net of administrative and direct investment expenses), (b) projected salary increases of 3.50% a year, attributable to inflation, (c) additional projected salary increases ranging from 0.4% to 10% per year depending on age and service, attributable to seniority/merit, and (d) post-retirement benefit increases of 3% annually. The actuarial value of your employer Regular plan assets was determined using techniques that spread the effects of short-term volatility in the market value of investments over a five-year period with a 20% corridor between the actuarial and market value of assets. The employer Regular plan's overfunded actuarial accrued liability at December 31, 2015 is being amortized as a level percentage of projected payroll on an open 10 year basis.

Funded Status and Funding Progress. As of December 31, 2017, the most recent actuarial valuation date, the Regular plan was 112.16 percent funded. The actuarial accrued liability for benefits was \$1,056,866 and the actuarial value of assets was \$1,185,399, resulting in an overfunded actuarial accrued liability (UAAL) of \$128,533. The covered payroll for calendar year 2017 (annual payroll of active employees covered by the plan) was \$144,034. Because the plan is overfunded, there is no ratio of the UAAL to the covered payroll.

The schedule of funding progress, presented as required supplementary information (RSI) following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Employer # 09595
Regular plan

GASB 50 RSI Information for Employers

Library Integrat Ntwrk Consort
EMPLOYER NUMBER: 09595R
REQUIRED SUPPLEMENTARY INFORMATION
Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) -Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a) /c)
12/31/17	\$1,185,399	\$1,056,866	(\$128,533)	112.16	\$144,034	0.00%
12/31/16	\$1,066,997	\$993,284	(\$73,713)	107.42	\$177,076	0.00%
12/31/15	\$972,199	\$1,081,854	\$109,655	89.86	\$275,729	39.77

On a market value basis, the actuarial value of assets as of December 31, 2017 is \$1,260,637. On a market basis, the funded ratio would be 119.28%.

The actuarial value of assets and accrued liability cover active and inactive members who have service credit with Library Integrat Ntwrk Consort. They do not include amounts for retirees. The actuarial accrued liability for retirees is 100% funded.

Exhibit 6



SWAN Library Services
800 Quail Ridge Drive
Westmont, IL 60559

March 7, 2018

James D. Rock, Attorney at Law
Ancel Glink
175 East Hawthorn Parkway, Suite 145
Vernon Hills, IL 60061

Dear Jim Rock,

Per your request, I am writing to confirm that the SWAN organization is not an IMRF member, nor participates in IMRF.

Sincerely,

A handwritten signature in black ink, appearing to read 'Aaron Skog'.

Aaron Skog

Executive Director
SWAN Library Services
aaron@swanlibraries.net
(630) 326-7022



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: John Sterrett

SCHEDULED

AGENDA ITEM (ID # 3342)

DOC ID: 3342

Approve a License Agreement for Outdoor Seating for Chocolaterie Stam Located at 530 Pennsylvania Avenue (Planning and Development Director Hulseberg)

Background: Since 1995, the Village Board has authorized one or more License Agreements for outdoor patio seating, hot dog and gelato sales, wind enclosures and related items to be located on the public sidewalk in the Central Business District. This year, the Planning and Development Department mailed draft license agreements to fourteen (14) restaurants and two (2) mobile cart owners who had previously expressed interest in locating structures on the public sidewalk in the downtown.

Issues: Chocolaterie Stam, located at 530 Pennsylvania Avenue, has submitted a new request for outdoor seating on the public sidewalk. The business has not previously had outdoor seating. The signed license agreement for Chocolaterie Stam is attached and ready for Village Board consideration. Blackberry Market, Einstein's Bagels, Fire + Wine, Heaven-Lee Hot Dogs, Javi's Burritos, Starbucks, Sunset Slush, Rue, and Main Street Pub have previously received license agreements this year. License agreements that have been previously approved by the Village Board, can be approved administratively by the Village Manager in subsequent years. Since this is the first year for Chocolaterie Stam, the request requires Village Board approval.

Recommendations: A draft license agreement is attached to outdoor seating in the public right-of-way for Chocolaterie Stam located at 530 Pennsylvania Avenue. The applicant has submitted all the required information including the \$50 license agreement fee, signed license agreement and certificate of liability insurance.

Action Requested: It is requested that the Village Board make a motion to approve a license agreement for Chocolaterie Stam located at 530 Pennsylvania Avenue.

List of Attachments: Chocolaterie Stam License Agreement

Cc: Phil Norton, Police Chief
Carol White, Executive Director, Alliance of Downtown Glen Ellyn
Elizabeth Anne Tryner, Chocolaterie Stam

ATTACHMENTS:

- Chocolaterie Stam License Agreement (PDF)

License Agreement

This Agreement, made and entered into as of this 3 day of MAY, 2018, effective the 3 day of MAY, 2018, by and between the Village of Glen Ellyn ("Licensor") and CHOCOLATERIE STAM ("Licensee") pertaining to the property located at 530 PENNSYLVANIA Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, tables and chairs in compliance with the site plan approved by the Village and attached hereto as Exhibit "A", including the agreed upon number and location of tables and chairs on the sidewalk and the right-of-way in front of the above listed address, the licensed area, (b) maintain a trash receptacle in accordance with the standards contained below, and (c) install and maintain landscape planters in accordance with the standards contained below and with the following terms, covenants and conditions.

2. **Terms:** This Agreement shall expire December 31, 20 or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 7 days prior to the termination date.

3. **Rent and License Fee:** For the purposes of this license, no rent will be paid by Licensee to Licensor. A fee of \$50.00 has been paid by Licensee to Licensor for the issuance of this License Agreement.

4. **Permits and Licenses:** Licensee, at its sole effort and expense, shall conform to the Village Code and DuPage County Health Department regulations.

5. **Installation of Street Furniture:**

a. **Tables and Chairs:** Licensee is permitted to locate on the sidewalk portion of the right-of-way the number of tables and chairs specified in the site plan for this location. The table tops shall not exceed the diameter and size indicated on the site plan. Tables and chairs shall be located so that a five-foot wide passage is maintained along the sidewalk at all times. Use of the public right-of-way shall be conducted in a manner that does not interfere with pedestrian use of the sidewalk. All items placed on the sidewalk shall not obstruct ingress to and egress from the licensed business or any other business. Licensee shall allow restaurant patrons to dine on tables and chairs in the licensed area described above, but at no time shall cooking or food preparation be permitted on the public right-of-way. At a minimum, the public right-of-way shall be cleaned once daily. Umbrellas, approved for use as part of this license agreement, shall be removed from the public sidewalk at the end of each business day.

b. **Trash Receptacle:** Licensee shall maintain trash receptacle(s) located in proximity to the tables and chairs in a neat and orderly manner, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, **it shall be the responsibility of Licensee to empty the receptacle(s) more frequently, if necessary.** Licensee shall ensure the receptacle(s) are covered on the top at all times, except if lid removal is required during emptying. Licensor is the owner of the trash receptacle(s).

c. **Landscape Planters:** Licensee shall install and maintain a minimum of two (2) landscape planters, planted with flowering annuals and/or perennials, located in conformance with the site plan. The planters shall contain a minimum total of 432 square inches (3 square feet) of planted landscaping. The planters shall be a minimum of 10 inches in height, shall not exceed 30 inches in height

and shall be constructed of metal, terra cotta, masonry, wood or similar materials; plastic planters shall be prohibited. The planters shall be placed up against building in a location that does not obstruct the public right-of-way and sidewalk. At all times, a minimum 5-foot wide pathway on the sidewalk shall remain free and clear of obstructions. Licensee shall replace dead landscape plants as needed to maintain the planters in a clean and neat manner and shall water plants on an as-needed basis during the entire period of time that table and chairs are located on the public sidewalk. Failure to maintain live plants as required by this agreement may result in licensor terminating this agreement with 7 days' written notice to licensee, and the tables and chairs shall be immediately removed from the public sidewalk.

6. **Maintenance:** Licensee shall agree to maintain the licensed area and the nearby sidewalk in a clean, healthy and attractive condition. If Licensee ceases to so maintain the licensed area and the nearby sidewalk, Licensor may require Licensee to pay for additional cleanup costs. Further, Licensor may, upon notice as set forth below, terminate this agreement and require the permanent removal of the tables and chairs from the licensed area in advance of the expiration date of this Agreement. No furniture or other structures shall be affixed or attached to the public sidewalk. The licensee shall be responsible to the Village for any damage occurring to the public sidewalk or public improvements where such damage arises from or occurs as a consequence of the presence and/or operation of structures, equipment or furniture permitted by this license agreement. The Village may repair or replace such improvement in its discretion and shall charge the cost of such repair or replacement to the permit holder.

7. **Removal:** Upon the expiration or the termination of this License, Licensee shall remove the tables and chairs from the licensed area.

8. **Termination:** If Licensee fails in any respect to perform any agreements, covenants or obligations in this License, then and in such event, Licensor, after providing at least 7 days written notice to Licensee, may terminate this License Agreement or may cure such failure or default on behalf of and at the expense of Licensee.

9. **Notice:** Notice hereunder shall be in writing and effected either by personal delivery or by depositing the same in an official U.S. mail receptacle as certified mail, return receipt requested, postage paid, addressed to:

If to Licensor:
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

If to Licensee:
To the above-listed applicant and business address

or to such other address as either party may from time to time designate. Any notice given under this Agreement shall be in writing and deemed received when personally delivered or, if mailed, three days after placing same in an official U.S. mail receptacle.

10. **Assignment:** Licensee may not assign or transfer this License without prior written consent of Licensor. Any attempted assignment or transfer in violation of this paragraph shall be void and confer no rights upon any third person. This license agreement shall not confer any property rights in the underlying Village right-of-way.

11. **Defend and Hold Harmless:** Licensee shall be required to hold harmless Licensor, its officers, employees and independent contractors from any claim or demand or damage to property or injury, including death to persons, which arise out of in any way the exercise by Licensee of its rights under this License. Licensee shall be required to pay for the cost of defense and hold harmless Licensor, its officers, employees and independent contractors against any judgment and to pay any settlement arising out of such claim or demand, including but not limited to, the full costs of the defense of Licensor,

its employees, officers and independent contractors through the employment of experts approved by the parties defended, provided, however, that such approval shall not be unreasonably withheld.

12. **Liability Insurance:** Licensee shall purchase and maintain comprehensive general liability insurance of \$2 million each occurrence, providing occurrence coverage for Licensee from claims for damages because of bodily injury, death of any person or property damage resulting from the use of the public right-of-way. Licensor shall be named, by endorsement, as an additional insured on the policy. The policy of insurance and certificates thereof shall contain provision or endorsement that the coverage reported will not be canceled, materially changed, or renewal refused, until at least 30 days prior written notice shall be given by certified mail to the insured and Licensor. Licensee shall deliver a duplicate of the policy or certificate of insurance acceptable to Licensor prior to the execution of this Agreement by the Village Board.

13. **Miscellaneous:**

- a. This Agreement constitutes the entire understanding of the parties and supersedes any prior written or oral negotiations or understandings.
- b. It is the intention of the parties hereto that this License shall be construed and enforced in accordance with the laws of the State of Illinois.
- c. If any provision of this License is held invalid or unenforceable, the remainder of this License shall not be affected thereby, and each other provision of this License shall be valid and enforceable to the fullest extent permitted by law.
- d. Licensee shall pay any expenses incurred by Licensor in defending the validity of its right to enter into a License Agreement for the use of sidewalk premises by a private party.

DATED as of the date first set forth above.

LICENSOR:

Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, Illinois 60137

By: _____

Name: _____

Title: _____

LICENSEE:

CHOCOLATERIE STAM
ELIZABETH ANNETT STAM, INC.
530 PENNSYLVANIA
GLEN ELLYN, ILLINOIS 60137

By: Elizabeth Stam

Name: ELIZABETH STAM

Title: PRESIDENT



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Resolution
Prepared By: Rich Daubert

SCHEDULED

RESOLUTION 18-13

DOC ID: 3335

Resolution No. 18 -13, A Resolution Authorizing the Village President to Execute an Intergovernmental Agreement between the Village of Glen Ellyn and the Board of Education of Glenbard Township High School District No. 87 Regarding Public Sidewalk Extensions Adjacent and Through the Main Glenbard West Parking Lot Along Ellyn Avenue (Public Works Director Hansen)

Background

Within the recent past, the Village and Glenbard High School District 87 have collaborated on a number of projects of mutual concern and benefit, most notably the 2015 Crescent Boulevard Reconstruction Project. Improved pedestrian access in and through the Glenbard West High School campus has been an ongoing effort of significance since 2011 with many sidewalk upgrades now constructed. Another sidewalk improvement is anticipated for 2018 to install sidewalk on the west side of Ellyn Avenue in and near the main campus parking facility. Implementation of this project requires the cooperation and action by both the Village and School District. An Intergovernmental Agreement (“IGA”) is proposed to be approved by the elected officials of both bodies to establish and memorialize a variety of terms and conditions associated with the 2018 project.

The Glenbard West Parking Lot and Sidewalk Improvements Project consists of two new sidewalk sections on the west side of Ellyn Avenue: (1) extending **across the frontage** of the main Glenbard West parking lot and (2) connecting Ellyn Avenue to Glen Ellyn Place **through** the parking facility. Required parking lot modifications include a revised north entryway (as recommended by the Glen Ellyn Capital Improvements Commission), new curb, drainage work, sealcoating and re-striping. The configuration of the parking lot will be modified slightly to accommodate the new work, with a **net gain of three** new spaces realized by utilizing a parking stall width of 8.5 ft. (existing width is 9 ft.) and maintaining the existing complement of three handicap spaces and three visitor spaces.

The Village is the lead agency for the project and will fund the construction of all improvements. The work will be bid in conjunction with other new sidewalk installations in Lake Ellyn Park and the normal Village-wide sidewalk rehabilitation program. The current letting date for the project is May 23, 2018 with parking lot work slated for the summertime window between the Fourth of July and early August. Estimated cost for the work is **\$150,000** based on detailed engineering plans.

Subject

Construction of the project will require a **permanent sidewalk easement** through the parking lot and a **reconfiguration of the Ellyn Avenue right-of-way** to completely place the existing roadway and both the existing and proposed new sidewalk within Village-maintained footprint areas.

A draft IGA has been developed by Public Works based closely on the jointly developed Crescent Boulevard IGA approved by both boards in January 2015. District 87 Staff and Counsel have provided minor review comments to the IGA which has been incorporated into its current form being presented to the Village Board. In addition, plats and legals are still under development by the Village's consultant.

The draft School District 87 IGA consists of the main agreement document and four exhibits. The exhibits include a copy of the current revision of the design plans, overall project graphic (currently in draft form), right-of-way vacation and dedication plat (under development) and Grant of Easement (including a plat under development). The draft IGA and available exhibits are attached hereto.

The agreement will include multiple aspects including background information; a description of project components; recommended right-of-way changes; recommended easement configuration; and maintenance responsibilities. The balance of this memorandum will now be devoted to describing the background, issues and terms that make up this agreement between the Village and School District 87 for the construction, maintenance and use of District property abutting the project.

Project and IGA Development Details

Please refer to the attached Vicinity Map and Exhibit "B", Easement and Right-of-Way Considerations, for useful graphical depictions.

1. In 2011, prior to the construction of the 2012 Hawthorne Improvements Project, the Glen Ellyn Capital Improvements Commission deliberated extensively on new sidewalk issues. The range of those discussions went beyond the strict Hawthorne corridor to include areas of Ellyn, Glen Ellyn Place and Crescent, as the Commissioners felt a broad view of pedestrian activity and movements in and around Glenbard West High School and Lake Ellyn Park was required to render an appropriate recommendation for the Hawthorne section. Included was consideration of new sidewalk on the west side of Ellyn Avenue along the Glenbard West parking lot, including a new sidewalk connection between Glen Ellyn Place and Ellyn Avenue along the north side of the GBW parking lot. Revisions to the GBW parking lot would be required to permit installation of a sidewalk in this area including moving the north entrance of the parking lot. Area residents had commented that reconfiguration of the north driveway entrance should be done for safety reasons regardless of any possible sidewalk outcomes.
2. Village staff met with the D-87 Finance and Facilities Committee in February 2012 to discuss the various sidewalk elements. The project element involving the GBW parking lot was not directly discussed as more information was required; District 87 staff recommended the submittal of a concept plan if the Village wished to pursue this portion.
3. In March 2012, the CIC recommended the Village move forward with engineering for sidewalk on the west side of Ellyn Avenue and a sidewalk connection between Ellyn and Glen Ellyn Place, including needed parking lot modifications. In May 2012, the Village Board indicated support of all the CIC recommendations during a workshop discussion of the sidewalk items.

4. The 2012 Hawthorne project did construct sidewalk on the south side of Hawthorne and on the west side of Ellyn between Hawthorne and the north side of the GBW parking lot.
5. A concept plan was developed in December 2012 by the Village's consultant, Engineering Resource Associates and submitted to District 87 in early 2013. In late January 2013, District 87 responded with both written comments and notes on the December 2012 parking lot drawing. The Village responded in October 2013, with a revised drawing incorporating or addressing the District 87 comments.
6. Sporadic discussions on the Ellyn Avenue sidewalk between District and Village staff occurred during time period from the fall of 2013 through the spring of 2017. In this period both staffs concentrated on other projects including the Science Wing addition and Crescent Boulevard project. Staff identified a potential join project with the Lenox sidewalk project and a potential partnership with the Park District for additional sidewalk improvements around Lake.
7. In 2017 the Village and District 87 renewed discussion on the Ellyn Avenue sidewalk / parking lot project. Village staff appeared before the SD87 Finance and Facilities Committee in May 2017 to specifically discuss the project scope and schedule. The Committee voiced support for the project.
8. The Village authorized the preparation of detailed plans for the project by ERA in 2018 and developed contract documents for bidding.
9. A permanent sidewalk easement is required for the sidewalk connecting Glen Ellyn Place and Ellyn Avenue through the parking lot.
10. Staff identified that the Ellyn Avenue right-of-way footprint is very irregular through the Glenbard West campus and portions of existing roadway pavement and sidewalks do not fall within the designated right-of-way in many locations, encroaching on District 87 property. Small portions of existing Glenbard West parking areas similarly encroach on the right-of-way. It is recommended the right-of-way be re-configured to place the Ellyn Avenue sidewalk and pavement wholly within and parking lot facilities completely outside the public right-of-way.
11. The Village and School District 87 regularly dialog on strategies regarding traffic flow, parking, pedestrian accommodation and maintenance activities, among others. Topics for discussion associated with the Ellyn Avenue sidewalk / parking lot project include:
 - ❑ Parking lot and sidewalk physical maintenance responsibilities
 - ❑ Roadway, parking area and sidewalk snow removal along Ellyn Avenue

Major IGA Terms

- . The Village will undertake the Project in accordance with the design plans attached to the agreement.

District 87 will review and approve the plans.

- . Village staff will oversee the work performed by private contractors. Project work shall be undertaken and be substantially completed in the July 9 through August 3, 2018 timeframe with final landscape restorations to be completed in the fall of 2018.
- . The Village will pay for all Project construction, engineering and surveying expenses.
- . The Village will maintain all Project improvements installed in the public right-of-way including all pavement, curbs, sidewalks, storm sewers, signs and striping. The Village will maintain the Parking Lot Sidewalk, including repair and replacement. Following completion of the Project and approval by District 87, District 87 will continue maintenance responsibilities for the Parking Lot (with the exception of the Parking Lot Sidewalk), including repair and replacement.
- . District 87 will provide snow removal and ice control measures for all of the Parking Lot and sidewalks adjacent to and through the Parking Lot.
- . The Village requests and District 87 agrees to grant a permanent sidewalk easement through the parking lot.
- . District 87 will dedicate a portion of its property for additional Village right-of-way and the Village will vacate surplus right-of-way along Ellyn Avenue in order to properly and logically place the facilities of each party. Broadly speaking, the back of curb of the parking lot will serve as the adjusted boundary line on the west side of Ellyn. On the east side of Ellyn the east side of the tangent sections of sidewalk will constitute the boundary where adjustments are needed. Subject to final discussions between the parties and recommendations for good surveying practice, the proposed right-of-way boundary shall be as currently depicted on Exhibit B. The plat of vacation and dedication will be developed in accordance with established professional surveying practice in as concise a manner as possible.

These specific items have been embodied in the Village / District 87 intergovernmental agreement with various other indemnification and general terms added to complete the document.

Recommendation and Action Requested

Staff recommends the Village Board of Trustees make the following motion at the May 29, 2018 Village Board Meeting:

1. Motion to approve a resolution authorizing the Village President to execute an Intergovernmental Agreement between the Village of Glen Ellyn and the Board of Education of Glenbard Township High School District No. 87 regarding public sidewalk extensions adjacent and through the main Glenbard West parking lot along Ellyn Avenue.

Attachments

Resolution 18-13

Meeting of May 29, 2018

Intergovernmental Agreement
Resolution

Resolution No. 18-13**A Resolution Authorizing the Execution of an Intergovernmental Agreement between the Village of Glen Ellyn and the Board of Education of Glenbard Township High School District 87 Regarding Public Sidewalk Extensions Adjacent and Through the Main Glenbard West Parking Lot Along Ellyn Avenue**

Whereas, the Village President and Board of Trustees of the Village of Glen Ellyn have received an Intergovernmental Agreement between the Village of Glen Ellyn and the Glenbard Township High School District 87 regarding the construction of public sidewalk adjacent and through the Main Glenbard West Parking Lot along Ellyn Avenue; and

Whereas, the Village President and Board of Trustees of the Village of Glen Ellyn deem it to be in the best interest of the Village of Glen Ellyn to approve such agreement.

Now, therefore be it resolved by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers as follows:

Section One: The recitals stated above are hereby adopted by the Village Board as its findings.

Section Two: This Resolution shall be in full force and effect from and after its passage and approval.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this day of _____, 2018.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this

Resolution 18-13

Meeting of May 29, 2018

day of _____, 2018.

Illinois

Village President of the Village of Glen Ellyn,

Attest:

Village Clerk of the Village of Glen Ellyn, Illinois

ATTACHMENTS:

- GE-D87 IGA for Village Board Memo Including Attachments (PDF)

**AN INTERGOVERNMENTAL AGREEMENT BETWEEN
THE VILLAGE OF GLEN ELLYN AND
THE BOARD OF EDUCATION OF GLENBARD TOWNSHIP
HIGH SCHOOL DISTRICT NO. 87
REGARDING PUBLIC SIDEWALK EXTENSIONS ADJACENT AND THROUGH
THE MAIN GLENBARD WEST PARKING LOT ALONG ELLYN AVENUE**

This Agreement is by and between the Village of Glen Ellyn (“Village”), a home rule municipality in DuPage County, Illinois, and the Board of Education of Glenbard Township High School District 87, DuPage County, Illinois (District 87) (collectively “Parties”). The Village wishes to construct various sidewalk and associated parking lot improvements in and near the main Glenbard West faculty parking lot (“Parking Lot”) on the west side of Ellyn Avenue (“Project”).

WHEREAS, improved pedestrian access into and through the Glenbard West High School campus is an issue of past and continuing interest and concern to both Parties; and

WHEREAS, the Glen Ellyn Capital Improvements Commission (“CIC”), in considering sidewalk improvements associated with the 2012 Hawthorne Reconstruction Project, recognized the importance of the Glenbard West campus in their considerations; and

WHEREAS, the CIC examined sidewalk extensions and logical pedestrian connections involving Hawthorne, Ellyn Avenue, Glen Ellyn Place and Crescent Boulevard in 2011; and

WHEREAS, the CIC recommended a number of sidewalk improvements near Glenbard West High School, some of which were constructed in 2012 and during the 2015 Crescent Reconstruction Project; and

WHEREAS, CIC recommended sidewalk improvements not yet constructed including a sidewalk on the west side of Ellyn Avenue adjacent to the Main Glenbard West Parking Lot (“Parking Lot”) and a new sidewalk connection between Glen Ellyn Place and Ellyn Avenue through the Parking Lot (“Parking Lot Sidewalk”) along the north side of the parking area; and

WHEREAS, a concept Project plan was submitted to District 87 in early 2013 showing new sidewalk and recommended Parking Lot alterations; and

WHEREAS, in response to District 87 comments and questions, a modified Project plan was developed and transmitted to District 87 in the fall of 2013; and

WHEREAS, intermittent discussions between District 87 and the Village occurred since the fall of 2013 regarding timing and scope of the Project, with 2017 marking renewed and active interest in proceeding with the work; and

WHEREAS, in May 2017, Village staff presented the modified Project plan to District 87 Finance and Facilities Committee, with the Committee indicating support for the proposed sidewalk and parking lot improvements; and

WHEREAS, the Village has caused Project design drawings entitled “Glenbard West Parking Lot and Sidewalk Improvements” to be prepared, as depicted in Exhibit “A” to this Agreement; and

WHEREAS, the Village is willing to undertake construction of the Project in the summer of 2018 with the permission of District 87, at no cost to District 87; and

WHEREAS, the right-of-way of Ellyn Avenue is irregular in vicinity of the Parking Lot resulting in existing and proposed Village public roadway and sidewalk and District 87 parking lot facilities to unintentionally encroach on each other’s property; and

WHEREAS, it is prudent and desirable to redefine the right-of-way of Ellyn Avenue to remove encroachments and necessary for the Village to obtain a permanent easement from District 87 for the Parking Lot Sidewalk, as shown in Exhibit “B” to this Agreement; and

WHEREAS, the Project will be let in May 2018 with the Village being the contracting agency; and

WHEREAS, both the 1970 Illinois Constitution (Article VII, Section 10) and the Intergovernmental Cooperation Act (5 ILCS, 220/1, et seq.) authorize and encourage intergovernmental cooperation; and

WHEREAS, it is in the best interest of the Village and District 87 to work jointly together to assure the completion of the Project in a timely manner.

NOW, THEREFORE, in consideration of the promises, covenants, terms and conditions set forth in this Agreement, it is hereby agreed by and between the Village and District 87 as follows:

ITEMS AGREED TO BY THE VILLAGE OF GLEN ELLYN

1. The Village will undertake the Project in accordance with the plans attached to the Agreement as Exhibit A. The Village will comply with all Local, State and Federal regulations regarding the construction of the Project. Village staff will oversee the work performed by private contractors. Project work shall be undertaken and be substantially completed in the July 9 through August 3, 2018 timeframe with final landscape restorations to be completed in the fall of 2018.
2. The Village will pay for all Project construction, engineering and surveying expenses.
3. The Village will maintain all Project improvements installed in the public right-of-way including all pavement, curbs, sidewalks, signs and striping, including repair and replacement.
4. The Village will maintain the Parking Lot Sidewalk, including repair and replacement.
5. During the Project, the Village, shall ensure that District 87 and the Village are named as additional, primary insureds under the contractor and subcontractor liability policies. The

general contractor and each subcontractor shall carry and maintain comprehensive general liability and property damage insurance, as required by Section 107.27 of the Illinois Department of Transportation's Standard Specification for Road and Bridge Construction insuring against all liability of the Village and District 87 arising out of its work on the Project. The Village shall provide copies of the contractor and subcontractor certificates of insurance to District 87.

6. The Village shall require all contractors to comply with all statutory and regulatory requirements for contractors working on District 87 property -- including but not limited to criminal history records information checks and requirements of the Illinois Prevailing Wage Act. The Village shall provide District 87 with at least seven calendar days prior written notice of the dates and times it intends to perform any work associated with this Agreement. In addition, the Village shall be responsible for (i) ensuring that any work it conducts associated with this Agreement does not infringe on or interrupt student activities and (ii) taking all appropriate safety measures to ensure that District 87 students, staff, and other users are not at an increased risk for injury because of any work associated with this Agreement.
7. To the fullest extent permitted by law, the Village shall, and shall ensure that any contracts it enters into with contractors related to the Project require the contractor to, indemnify, defend and hold harmless District 87, its governing Board and its members, employees, volunteers, and agents, and their successors and assigns, in their individual and official capacities, from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost, and expense, including without limitation, reasonable attorneys' fees and litigation costs, incurred by District 87 for injuries to persons or for damage, destruction or theft of property arising out of any activity of the Village, or any act or omission of any employee, agent, contractor, volunteer, or invitee of the Village, but only to the extent such liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost, and expense, including without limitation, reasonable attorneys' fees and litigation costs, were not caused in whole or in part by any wrongful or negligent act or omission of District 87.
8. In the event District 87's property is damaged by the Village or a third party contractor hired by the Village, the Village shall, at the Village's sole cost, restore the property or any surrounding area. The restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the Village does not repair the damage within 14 days after receiving written notice from the Village, or a lesser time if District 87 determines the damage creates an emergency situation, District 87 may repair the damage and the Village shall reimburse District 87 for the costs District 87 incurs within 14 days after District 87 provides a written invoice to the Village.
9. The Village shall require contractors to provide standard warranties related to the Project and ensure that the School District has the right to make any warranty claims against a contractor for breach of warranty. If a contractor does not perform necessary warranty work at the request of the School District, either the School District or the Village may perform such work at the Village's sole cost.

ITEMS AGREED TO BY GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87

1. District 87 will allow Village staff or its agent unrestricted access and right of entry to the Parking Lot to allow the construction of the Project in accordance with the plans described in Exhibit A. District 87 will review and approve the plans, which approval shall not be unreasonably withheld.
2. At no cost to either of the Parties, District 87 will dedicate land to be incorporated into the right-of-way of Ellyn Avenue, while the Village will vacate surplus existing right-of-way of Ellyn Avenue to District 87, all as described in the Plat of Vacation and Dedication shown in Exhibit C.
3. Subject to the parties entering into an easement agreement substantially in the form provided in Exhibit D to this Agreement, District 87 will grant a permanent sidewalk easement to the Village for the property shown and described in Exhibit D.
4. Following completion of the Project and approval by District 87, District 87 will continue maintenance responsibilities for the Parking Lot (with the exception of the Parking Lot Sidewalk), including repair and replacement.
5. The Village agrees to maintain the Parking Lot Sidewalk in proper physical condition and to do so at its expense following the completion of the Project. When District 87 has actual knowledge of any defects or maintenance issues concerning the Parking Lot Sidewalk, it shall give reasonably prompt notice to the Village concerning same.
6. District 87 will provide snow removal and ice control measures for all of the Parking Lot and sidewalks adjacent to and through the Parking Lot.

GENERAL TERMS

1. Preambles and Exhibits. The Preambles and Exhibits to this Agreement are hereby incorporated as if set forth fully herein.
2. Authority. The Officers of both parties are herein authorized to take such acts and execute such documents as shall be required to implement this intergovernmental agreement which is authorized under constitutional and statutory authority.
3. Term and Termination. This Agreement shall commence on its Effective Date and shall continue in full force and effect for forty (40) years after which either party may terminate this Agreement by providing the other party at least five years prior written notice of such termination. In addition, the parties may terminate this Agreement by written mutual consent and agreement.
4. Relationship of the Parties. Nothing in this Agreement shall be construed to consider any party or its respective employees or agents as the agents or employees of the other party.

Nothing contained in or done pursuant to this Agreement shall be construed as creating a partnership, agency, joint employer or joint venture relationship between the Village and District 87. No party shall become bound, with respect to third parties, by any representation, act or omission of the other party. This Agreement is for the benefit of the contracting parties only and is not intended to raise or acknowledge any duty regarding conduct or other form of liability as to third parties.

5. Entire Agreement. This Agreement sets forth all the covenants, conditions and promises between the parties, represents the entire agreement between the parties, and supersedes all previous communications or understandings whether oral or written. This Agreement may not be amended except by means of a written document signed by authorized representatives of both of the parties.
6. Provisions Severable. In the event any provision of this Agreement or the application of any such provision to any state of facts shall be declared to be illegal, unenforceable or contrary to public policy, then such provision or application, as the case may be, shall be null and void, but this Agreement, with such provision severed, shall continue in full force and effect as to all other provisions.
7. No Assignment and Successors. No party may assign any rights or duties under this Agreement without the prior express written consent of the other party. This Agreement shall be binding upon the successors of the parties' respective governing boards.
8. Cooperation. If either of the Parties has reason to believe that a violation of this Agreement has occurred or is occurring, written notice thereof specifying in detail the violation and the facts supporting the claim shall be served upon the Party that allegedly committed or is permitting such violation to occur. The Parties agree to act in good faith and to cooperate with each other to resolve any disputes which may arise in the performance of this Agreement.
9. No Lien. The Village shall not permit any lien to stand against District 87 property or any improvements thereon for any labor or materials relating to work performed under this Agreement. In the event of any such lien attaching to District 87 property or any improvements thereon, the Village shall immediately have such lien released.
10. Compliance with All Laws. The Village and District 87 shall at all times observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local governmental agencies which may in any manner affect the performance of this Agreement.
11. Governing Law. This Agreement shall be governed by the laws of the State of Illinois.
12. Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original, but together shall constitute one and the same Agreement.
13. Effective Date. This Agreement shall be deemed dated and become effective on the date

the last of the parties signs as set forth below the signature of their duly authorized representatives.

14. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, or (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt.

Village: Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

District 87: Superintendent
Glenbard Township High School District No. 87
596 Crescent Boulevard
Glen Ellyn, IL 60137

VILLAGE OF GLEN ELLYN

**BOARD OF EDUCATION, GLENBARD
TOWNSHIP HIGH SCHOOL DISTRICT 87**

BY: _____
Village President

BY: _____
President

ATTEST: _____
Village Clerk

ATTEST: _____
Secretary

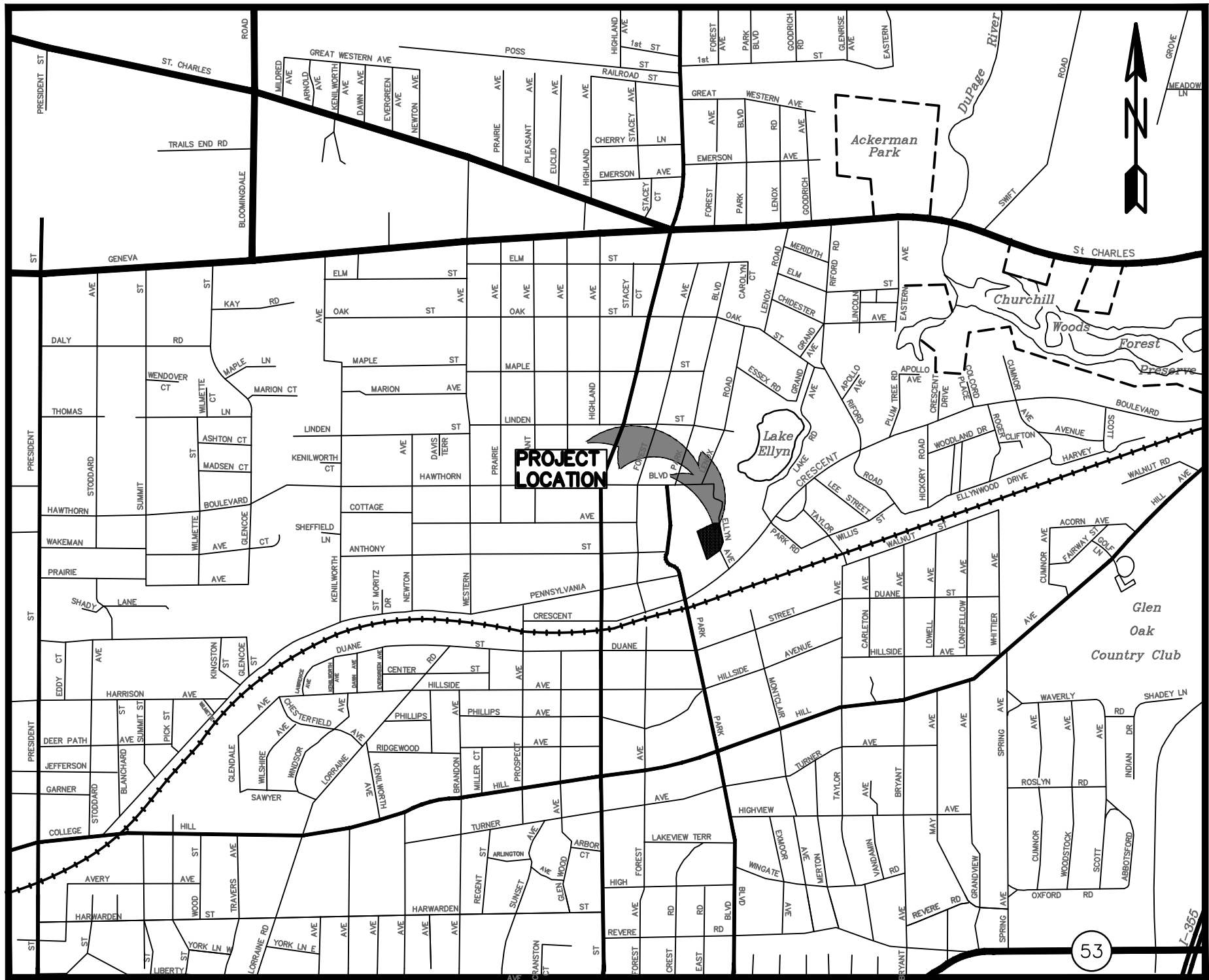
Dated: _____

Dated: _____

GLENBARD WEST PARKING LOT AND SIDEWALK IMPROVEMENTS VILLAGE OF GLEN ELLYN, ILLINOIS

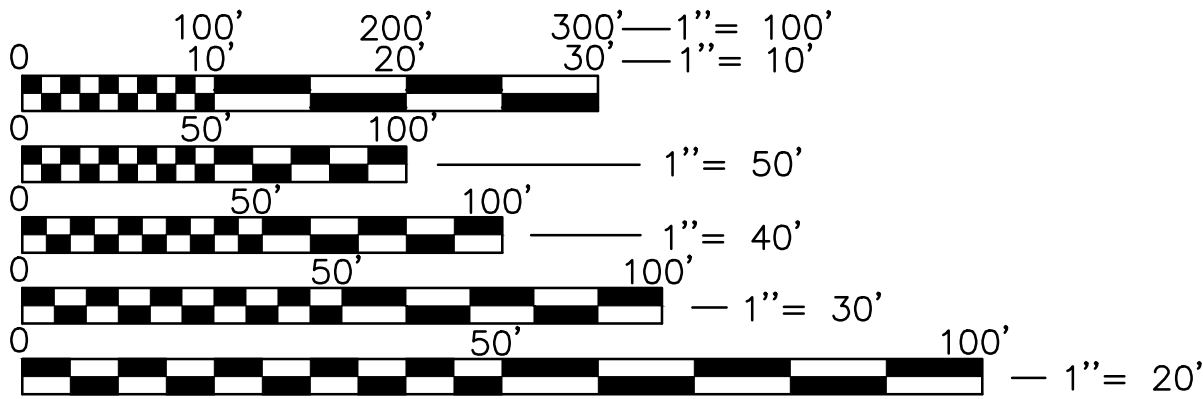
INDEX TO DRAWINGS

- 1. COVER
- 2. GENERAL NOTES AND LEGEND
- 3. EXISTING CONDITIONS AND DEMOLITION PLAN
- 4. GEOMETRY AND UTILITY PLAN
- 5. GRADING PLAN
- 6. DETAILS



LOCATION MAP

PREPARED FOR:
VILLAGE OF GLEN ELLYN, ILLINOIS
535 DUANE STREET
GLEN ELLYN, ILLINOIS 60137
PHONE: (630) 469-5000



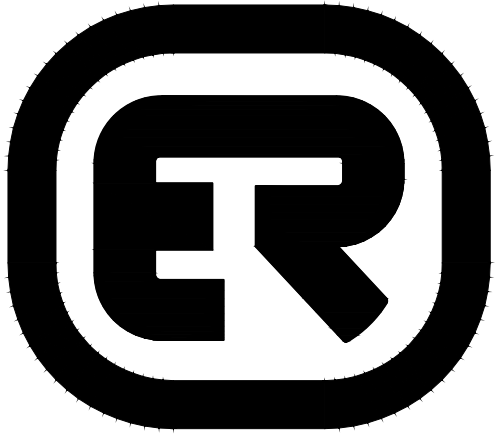
FULL SIZE PLANS HAVE BEEN PREPARED USING STANDARD ENGINEERING SCALES. REDUCED SIZED PLANS WILL NOT CONFORM TO STANDARD SCALES. IN MAKING MEASUREMENTS ON REDUCED PLANS, THE ABOVE SCALES MAY BE USED.

It's smart

It's free

It's the law

Call before
you dig
800.892.0123



ENGINEERING
RESOURCE ASSOCIATES

2416 GALEN DRIVE
CHAMPAIGN, ILLINOIS 61821
PHONE (217) 351-6268
FAX (217) 355-1902

3S701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
PHONE (630) 393-3060
FAX (630) 393-2152

10 S. RIVERSIDE PLAZA , SUITE 875
CHICAGO, ILLINOIS 60606
PHONE (312) 474-7841
FAX (312) 474-6099

90% SUBMITTAL: APRIL 18, 2018
ORIGINAL SUBMITTAL: APRIL 06, 2018

Brian J. Dusak, P.E.
IL. P.E. NO. 062-062144
Expires November 30, 2019

ERA JOB NO.: 121102.FD

GENERAL NOTES:

1. AT LEAST FIVE WORKING DAYS PRIOR TO THE COMMENCEMENT OF ALL PHASES OF WORK, THE CONTRACTOR SHALL NOTIFY THE FOLLOWING:
ENGINEERING RESOURCE ASSOC.: (630) 393-3060
VILLAGE OF GLEN ELLYN PUBLIC WORKS:(630) 547-5512
(630) 469-6756
2. UTILITY INFORMATION IS BASED UPON FIELD MEAUREMENTS AND BEST AVAILABLE RECORDS. FIELD DATA IS LIMITED TO THAT WHICH IS VISIBLE AND CAN BE MEASURED. THIS DOES NOT PRECLUDE THE EXISTENCE OF OTHER UNDERGROUND UTILITIES.
3. THE CONTRACTOR SHALL NOTIFY J.U.L.I.E. (1-800-892-0123) 48 HOURS PRIOR TO ANY EXCAVATION WORK TO DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES.
4. EXCEPT WHERE MODIFIED BY THE CONTRACT DOCUMENTS, ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE FOLLOWING DOCUMENTS:
"STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION IN THE STATE OF ILLINOIS", ILLINOIS DEPARTMENT OF TRANSPORTATION, LATEST EDITION.
"STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS", LATEST EDITION.
"ILLINOIS URBAN MANUAL", LATEST EDITION
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ADEQUATE SIGNS AND WARNING DEVICES TO INFORM AND PROTECT THE PUBLIC. "THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS", AS ADOPTED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION, LATEST EDITION, SHALL BE CONSULTED. APPROPRIATE CONTROL METHODS SHOULD BE APPLIED TO THE SPECIFIC SITUATIONS AND TYPES OF CONSTRUCTION OPERATIONS BEING PERFORMED.
6. UNLESS WRITTEN AUTHORIZATION IS OBTAINED FROM THE PROJECT MANAGER, ALL OPENINGS IN ANY PAVEMENT OR TRAVELED WAY SHALL BE BACKFILLED PRIOR TO THE END OF THE WORKING DAY.
7. THE CONTRACTOR IS RESPONSIBLE FOR HAVING THE MOST RECENT SET OF THE "APPROVED" FINAL ENGINEERING PLANS WITH THE LATEST REVISION DATE ON THE JOB SITE PRIOR TO THE START OF CONSTRUCTION.
8. THE CONTRACTOR IS TO VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF CONSTRUCTION AND WILL BE RESPONSIBLE FOR ANY DAMAGE TO THE SAME.
9. CONTRACTOR SHALL RESTORE OFF-SITE SURFACES TO ORIGINAL CONDITION IF DAMAGED BY CONSTRUCTION.
10. THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES OF CONSTRUCTION, OR THE SAFETY PRECAUTIONS AND PROGRAMS INCIDENT THERETO, AND THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S FAILURE TO PERFORM OR FURNISH THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
11. THE ENGINEER WARRANTS THE DESIGN, RECOMMENDATIONS, AND SPECIFICATIONS TO HAVE BEEN PROMULGATED ON CONDITIONS GENERALLY ENCOUNTERED WITHIN THE INDUSTRY. THE ENGINEER ASSUMES NO RESPONSIBILITY WHATSOEVER, WITH RESPECT TO THE DESIGN, RECOMMENDATIONS AND SPECIFICATIONS, FOR COMPLEX OR UNUSUAL SOIL CONDITIONS ENCOUNTERED ON THE PROJECT. IT SHALL BE THE OWNER'S/BIDDER'S RESPONSIBILITY TO ASCERTAIN THE EXACT NATURE OF SUBSURFACE CONDITIONS PRIOR TO THE CONSTRUCTION OF THE IMPROVEMENT.
12. ALL TRENCHES CAUSED BY THE CONSTRUCTION OF SEWERS, WATERMAINS, WATER SERVICE PIPES AND IN EXCAVATIONS AROUND CATCH BASINS, MANHOLES, INLETS, AND OTHER APPURTENANCES WHICH OCCUR WITHIN TWO FEET OF THE LIMITS OF EXISTING AND PROPOSED IMPROVEMENTS, SIDEWALKS, AND CURB AND GUTTERS SHALL BE BACKFILLED WITH TRENCH BACKFILL (AS DEFINED IN SECTION 208 OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.)
13. ANY DAMAGE TO PAVEMENT, PATHWAY APRON, STORM SEWER SYSTEM, CURB AND GUTTER AS PART OF THIS CONSTRUCTION SHALL BE REPAIRED PER VILLAGE OF GLEN ELLYN SPECIFICATIONS AND REQUIREMENTS.
14. ANY DEWATERING NECESSARY FOR THE INSTALLATION OF THE IMPROVEMENTS AS SHOWN ON THE PLANS SHALL BE THE CONTRACTORS RESPONSIBILITY. THE COST FOR DEWATERING SHALL BE INCLUDED IN THE INSTALLATION OF THE IMPROVEMENTS.
15. ANY LARGE BOULDERS ENCOUNTERED DURING EARTHWORK OPERATIONS SHALL BE REMOVED TO AT LEAST ONE-FOOT (1') BELOW GRADE IN LANDSCAPED AREAS AND TO PAVEMENT SUBGRADE IN PAVED AREAS. THIS WORK SHALL BE INCIDENTAL TO THE RESPECTIVE PAY ITEMS.
16. ANY POOR SOILS ENCOUNTERED UNDER AREAS TO BE PAVED SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER.
17. THE CONTRACTOR SHALL TAKE CARE TO PROTECT ADJACENT LAND TO THE PROJECT BY NOT DISTURBING THE SOIL BY DRIVING VEHICLES ON IT.
18. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR DAMAGE TO PLANT MATERIAL OR SOILS OUTSIDE THE CONSTRUCTION LIMITS.
19. CONSTRUCTION STAGING AREAS – THE LOCATION OF CONSTRUCTION STAGING AND STOCKPILING OF MATERIALS SHALL BE DEFINED WITH OWNER APPROVAL
20. SITE CONDITIONS ARE SHOWN BASED UPON THE BEST AVAILABLE INFORMATION. THE CONTRACTOR SHALL WALK AND DO HIS OWN INVESTIGATIONS AT THE SITE PRIOR TO SUBMITTING A BID TO BE FULLY FAMILIAR WITH SITE CONDITIONS.
21. ANY REMOVAL ITEMS SHALL BE PROPERLY DISPOSED OF IN ACCORDANCE WITH THE SPECIFICATIONS.
22. ALL TREES ARE DESIGNATED TO BE SAVED UNLESS OTHERWISE NOTED ON PLANS, AND SHALL BE PROTECTED IN ACCORDANCE WITH VILLAGE OF GLEN ELLYN REQUIREMENTS.
23. ALL CLEARING AND REMOVAL OF BUSHES, HEDGES AND TREES UNDER 6" IN DIAMETER SHALL BE INCIDENTAL TO THE CONTRACT
24. THE QUANTITIES SHOWN IN THE PROJECT SPECIFICATIONS WERE ESTIMATED AT THE TIME OF BID. THE CONTRACTOR SHALL CAREFULLY REVIEW THESE QUANTITIES PRIOR TO SUBMITTAL OF A BID. IF THE CONTRACTOR DISCOVERS ANY INCONSISTENCIES BETWEEN THESE QUANTITIES AND THE FINAL ENGINEERING PLANS THEY SHALL IMMEDIATELY BRING IT TO THE ATTENTION OF THE ENGINEER PRIOR TO ANY WORK ON THE ITEM IN QUESTION.

TRAFFIC CONTROL AND MAINTENANCE:

1. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL SIGNS, BARRICADES, FLAGGERS, AND OTHER TRAFFIC CONTROL DEVICES AS REQUIRED TO PERFORM THE WORK. ALL TRAFFIC CONTROL MEASURES SHALL MEET THE REQUIREMENTS OF THE ILLINOIS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, LATEST EDITION, THE STANDARD SPECIFICATIONS FOR TRAFFIC CONTROL ITEMS, LATEST EDITION.

GRADING:

1. FINISHED SURFACES TO BE SMOOTH AND EVEN WITH NO ABRUPT OR AWKWARD CHANGES IN GRADE. PAVING AND SEED AREAS ARE TO MEET FLUSH AND SMOOTH.
2. NEW PAVEMENT TO MATCH EXISTING PAVEMENT SMOOTH AND FLUSH.
3. CONTRACTOR SHALL RESTORE (WITH TOPSOIL AND SEEDING) ALL AREAS DISTURBED AS A RESULT OF CONSTRUCTION ACTIVITY. TOPSOIL AND SEEDING RESTORATION OUTSIDE OF CONSTRUCTION LIMITS WILL BE AT CONTRACTOR'S EXPENSE.
4. THE OWNER RESERVES THE RIGHT TO MAKE MINOR ADJUSTMENTS IN LINES AND GRADES AS THE WORK PROGRESSES WHENEVER SUCH CHANGES ARE CONSIDERED NECESSARY TO BETTER ACCOMPLISH THE INTENT OF THE DRAWINGS OR TO OBTAIN A CLOSER BALANCE BETWEEN CUT AND FILL.
5. CONTRACTOR TO INSTALL EROSION CONTROL MEASURES AS REQUIRED TO ELIMINATE SEDIMENTATION INTO NON-CONSTRUCTION AREAS.
6. EROSION CONTROL BLANKET IS TO BE PLACED ON ALL SLOPES GRADED 3:1 OR GREATER.

STORM SEWER:

1. REINFORCED CONCRETE PIPE STORM SEWER SHALL MEET OR EXCEED THE REQUIREMENTS OF ASTM C-76 CLASS AS SPECIFIED.
2. SEWER PIPE JOINTS SHALL BE SEALED WITH "O-RING" GASKETS. WATER MAIN QUALITY PIPE JOINTS SHALL BE "O-RING" TYPE, ASTM C-443 AND ASTM C-361.
3. MANHOLES AND CATCH BASINS SHALL BE PRECAST REINFORCED CONCRETE – ASTM C-478 AND ASTM C-443 CONFORMING TO THE FOLLOWING MINIMUM SIZE CRITERIA UNLESS SPECIFIED OTHERWISE: A.) FOR SEWER EIGHTEEN (18) INCH DIAMETER OR LESS, MANHOLE SHALL HAVE A FORTY-EIGHT (48) INCH INSIDE DIAMETER. B.) FOR SEWER TWENTY-ONE (21) INCH TO THIRTY-SIX (36) INCH IN DIAMETER, MANHOLE SHALL HAVE A SIXTY (60) INCH INSIDE DIAMETER. C.) FOR SEWER GREATER THAN THIRTY-SIX (36) INCH DIAMETER, MANHOLE SHALL HAVE AN OFFSET RISER PIPE OF FORTY-EIGHT (48) INCH INSIDE DIAMETER.
4. NO MORE THAN TWO PRECAST ADJUSTING RINGS WITH A MAXIMUM HEIGHT ADJUSTMENT OF 8 INCHES SHALL BE ALLOWED.
5. INLETS SHALL BE TWENTY-FOUR (24) INCH DIAMETER PRECAST REINFORCED CONCRETE CONFORMING TO ASTM C-478.
6. FOUR INCHES OF CA-7 CRUSHED GRAVEL OR CRUSHED STONE AGGREGATE SHALL BE USED AS BEDDING UNDER THE PIPE. THE BEDDING STONE SHALL BE GRADED ALONG THE ENTIRE LENGTH OF PIPE TO PROVIDE FULL BEARING. THE BEDDING STONE SHALL EXTEND TO THE SPRINGLINE OF THE PIPE.
7. RIM GRADES IN CURB AND GUTTER ARE EDGE OF PAVEMENT ELEVATIONS.
8. ALL EXISTING FIELD TILE AND/OR DRAIN PIPES ENCOUNTERED DURING CONSTRUCTION OPERATIONS SHALL BE CONNECTED TO THE PROPOSED STORM SEWER SYSTEM. IF THIS CANNOT BE ACCOMPLISHED, THEN IT SHALL BE REPAIRED WITH A NEW PIPE OF SIMILAR SIZE AND MATERIAL TO THE ORIGINAL LINE AND GRADE AND PUT INTO AN ACCEPTABLE OPERATING CONDITION. THE COST OF THIS WORK IS CONSIDERED INCIDENTAL TO THE PROJECT AND NO ADDITIONAL COMPENSATION WILL BE PROVIDED.
9. ANY PIPES OR MANHOLES CONTAINING SEDIMENT SHALL BE CLEANED OUT PRIOR TO FINAL ACCEPTANCE.
10. STORM SEWER MANHOLE JOINTS SHALL BE SEALED WITH "O-RING" GASKETS OR MASTIC MATERIAL.

PAVEMENT AND CURB & GUTTER:

1. THE CURB AND GUTTER BASE COURSE SHALL BE CA-6, TRIMMED OR FILLED AS NECESSARY TO PROVIDE A FULL-DEPTH CURB AND GUTTER. PRIOR TO CONCRETE PLACEMENT, THE BASE COURSE SHALL BE COMPACTED AND PROOF-ROLLED.
2. EXPANSION JOINTS ARE TO BE CONSTRUCTED AT 60' MAXIMUM SPACING, ALL PC'S AND PT'S OF INTERSECTION RETURNS (RADI) AND ALL OTHER SHORT RADI, AND 4' EACH SIDE OF CURB AND GUTTER FRAMES. TWO NO. 4 REINFORCING BARS SHALL BE PLACED CONTINUOUSLY BETWEEN EXPANSION JOINTS. EXPANSION JOINTS SHALL BE DOWELED AND SPACED NO MORE THAN SIXTY FEET ON CENTER.
3. CONTRACTION JOINTS SHALL BE SAWCUT AT 10-FOOT MAXIMUM INTERVALS TO A DEPTH OF 2.5 INCHES. CONTRACTION JOINT SPACES SHALL BE SEALED WITH A COLD-POURED JOINT COMPOUND. CONCRETE CURING COMPOUND SHALL BE APPLIED AS FINISHING WORK PROCEEDS.
4. PRIOR TO PLACING ANY PAVEMENT MATERIAL, THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY PREPARING AND COMPACTING THE SUBGRADE. THE PAVEMENT BASE COURSE SHALL BE PROOF-ROLLED WITH A FULLY-LOADED DUMP TRUCK. THE ENGINEER SHALL BE NOTIFIED AT LEAST 24 HOURS BEFORE PROOF-ROLLING. ADDITIONAL PROOF-ROLLS MAY BE NECESSARY TO VERIFY THAT ANY UNSTABLE AREAS HAVE BEEN REPAIRED. NO PAVEMENT MATERIAL IS TO BE PLACED ON A WET OR SOFT SUBGRADE. DEVELOPER'S/OWNER'S MATERIAL TESTING AGENT SHALL ALSO WITNESS PROCEDURE TO MAKE AND CERTIFY REPAIRS IN WRITING.
5. ALL EXISTING PAVEMENT OR CONCRETE TO BE REMOVED SHALL BE SAWCUT TO A NEAT EDGE ALONG LIMITS OF PROPOSED REMOVAL BEFORE REMOVAL OPERATIONS BEGIN. ALL SAW CUTTING SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.

EROSION CONTROL NOTES:

1. SOIL EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH ARTICLES 280.04 AND 280.05 OF THE IDOT STANDARD SPECIFICATONS.
2. ALL STREETS ADJACENT TO THE PROJECT SHALL BE KEPT FREE OF DIRT, MUD, AND DEBRIS. CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT STREETS ARE CLEAN AT THE END OF EACH WORKING DAY. THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.
3. CONTRACTOR SHALL MAINTAIN EROSION CONTROL MEASURES UNTIL THE PROJECT IS COMPLETE AND ADEQUATE VEGETATION IS ESTABLISHED.
4. CONTRACTOR SHALL REMOVE AND PROPERLY DISPOSE OF ALL TEMPORARY EROSION CONTROL MATERIAL OFF SITE UPON THE ESTABLISHMENT OF AN ADEQUATE STAND OF GRASS.
5. PAYMENT FOR EROSION CONTROL ITEMS NOT INCLUDED ON THE BID FORM SHALL BE CONSIDERED INCIDENTAL TO THE WORK AND WILL NOT BE PAID FOR SEPARATELY.
6. SEQUENCE OF INSTALLATION OF EROSION CONTROL ITEMS SHALL BE AS FOLLOWS:
– SILT FENCE AND CONSTRUCTION FENCE SHALL BE INSTALLED PRIOR TO ANY EARTHWORK OR GRADING AT THE SITE.
– TEMPORARY SEEDING SHALL BE PLANTED WEEKLY ON ALL SLOPED AREAS DURING SEASONS WHEN PERMANENT SEEDING IS NOT POSSIBLE.
7. THE SOIL EROSION CONTROL PLANS SHALL BE MAINTAINED BY THE CONTRACTOR AND MADE AVAILABLE AT THE SITE AT ALL TIMES.
8. ALL EROSION CONTROL MEASURES ARE TO BE IN PLACE BEFORE ANY WORK BEGINS ON SITE.
9. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROPERLY DISPOSE OF ANY EXCESS EXCAVATED MATERIAL.
10. TOPSOIL STOCK PILES SHALL BE PROTECTED. IF A STOCKPILE IS TO REMAIN IN PLACE FOR MORE THAN THREE DAYS, THEN SEDIMENT & EROSION CONTROL SHALL BE PROVIDED FOR SUCH STOCKPILE.
11. IF GROUNDWATER IS ENCOUNTERED ON-SITE PRIOR TO OR DURING CONSTRUCTION, IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE A DEWATERING SYSTEM PLAN TO THE COUNTY FOR REVIEW. THE PLAN SHALL FOLLOW AT A MINIMUM THE STANDARDS CONTAINED IN ILLINOIS URBAN MANUAL CODE 813 "DEWATERING".
12. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN ALL THE SEDIMENTATION CONTROL MEASURES. INSPECTIONS SHALL BE CONDUCTED AFTER A RAIN EVENT, AND IF MAINTENANCE OF THE STRUCTURES IS NECESSARY, INCLUDING REPAIR OF DAMAGE AND REMOVAL OF DEPOSITS OR SEDIMENT FROM VEGETATIVE FILTERS, IT SHALL BE DONE BY THE CONTRACTOR.

STATE STANDARDS:

- 424001-10 PERPENDICULAR CURB RAMPS FOR SIDEWALKS
424006-03 DIAGONAL CURB RAMPS FOR SIDEWALKS
424011-03 CORNER PARALLEL CURB RAMPS FOR SIDEWALKS
424016-04 MID-BLOCK CURB RAMPS FOR SIDEWALKS
424026-02 ENTRANCE / ALLEY PEDESTRIAN CROSSING
701006-05 OFF ROAD OPERATIONS, 2L, 2W, 15' (4.5m) TO 24" (600mm) FROM PAVEMENT EDGE
701301-04 LANE CLOSURE, 2L, 2W, SHORT TIME OPERATIONS
701901-07 TRAFFIC CONTROL DEVICES

LEGEND

EXISTING

PROPOSED

CURB & GUTTER		
BARRIER CURB		
EDGE OF PAVEMENT		
SANITARY SEWER		
STORM SEWER		
DRAIN TILE		
UNDERDRAIN		
SILT FENCE		
ELECTRIC		
CABLE		
ELECTRIC		
GAS		
TELEPHONE		
WATER		
OVERHEAD WIRE		
MANHOLE		
CATCH BASIN		
INLET		
FLARED END SECTION (FES)		
FILL STRUCTURE		
REMOVE STRUCTURE		
RECONSTRUCT STRUCTURE		
ADJUST STRUCTURE		
VALVE VAULT		
VALVE & BOX		
BUFFALO BOX		
HYDRANT		
GAS VALVE		
HANDHOLE		
UTILITY PEDESTAL		
UTILITY POLE		
UTILITY POLE W/STREET LIGHT		
STREET LIGHT		
WALKWAY LIGHT		
YARD LIGHT		
SPOT LIGHT		
STREET LIGHT CONTROLLER		
BORING LOCATION		
BASKETBALL HOOP		
MAIL BOX		
SIGN		
FENCE		
REMOVE TREE		
TREE(DECIDUOUS)		
TREE(CONIFEROUS)		
SIDEWALK REMOVAL		
PROPOSED SIDEWALK		

REVISIONS:						DRAWN BY: RT CHECKED BY: PK APPROVED BY: BD
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION	
4/18/18	EW	SEW COMMENTS				



35701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
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FAX (630) 393-2152

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CHICAGO, ILLINOIS 60606
PHONE (312) 474-7841
FAX (312) 474-6099

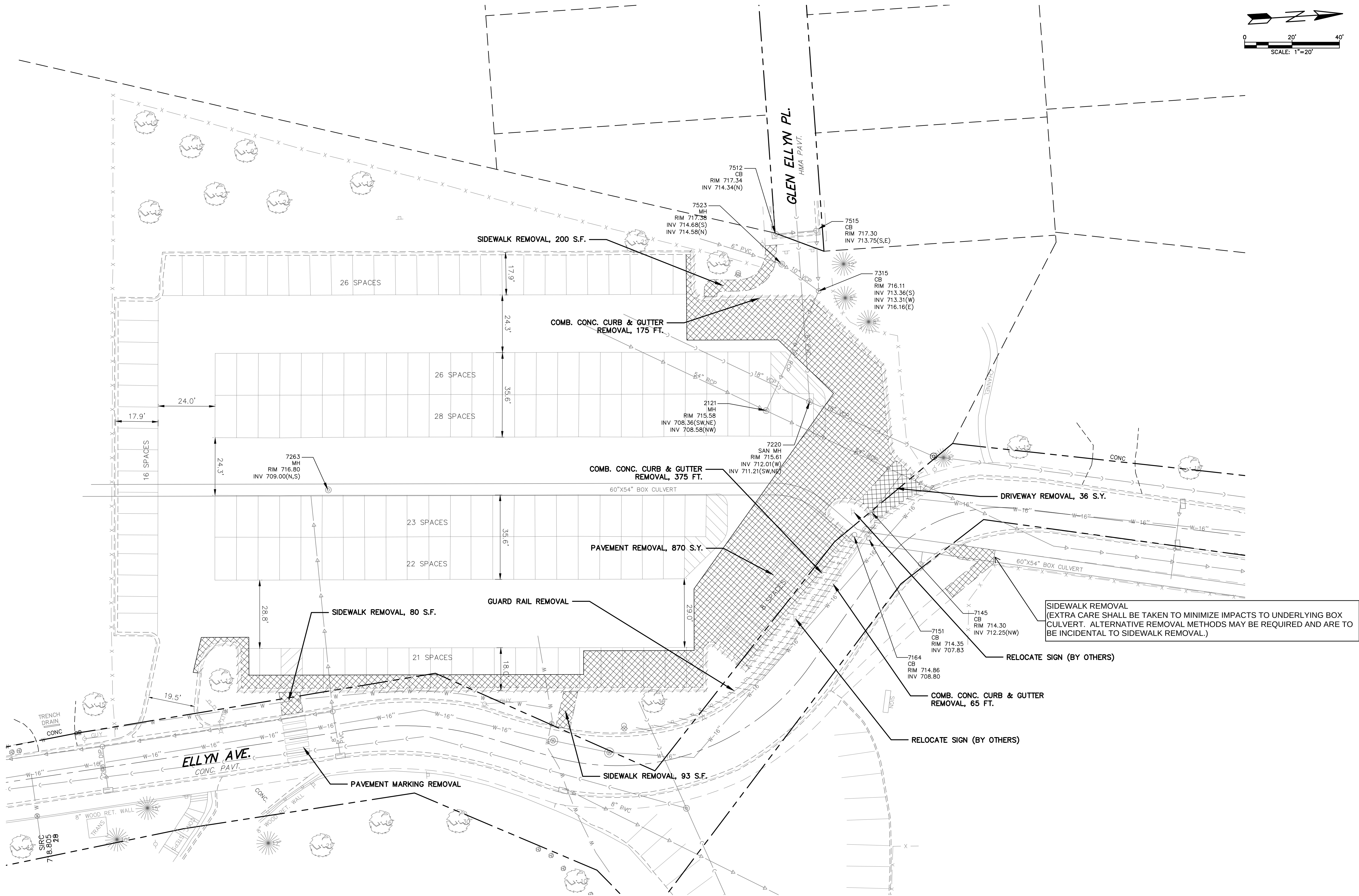
2416 GALEN DRIVE
CHAMPAIGN, ILLINOIS 61821
PHONE (217) 351-6268
FAX (217) 355-1902

GLENBARD WEST PARKING LOT
AND SIDEWALK IMPROVEMENTS
VILLAGE OF GLEN ELLYN, ILLINOIS

TITLE:

GENERAL NOTES AND LEGEND

SCALE: 1"=10'
DATE: April, 2018
JOB NO: 170309
SHEET 2 OF 6



REVISIONS:					
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

DRAWN BY: RT
CHECKED BY: PK
APPROVED BY: BD



3S701 WEST AVENUE, SUITE 150
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FAX (630) 393-2152

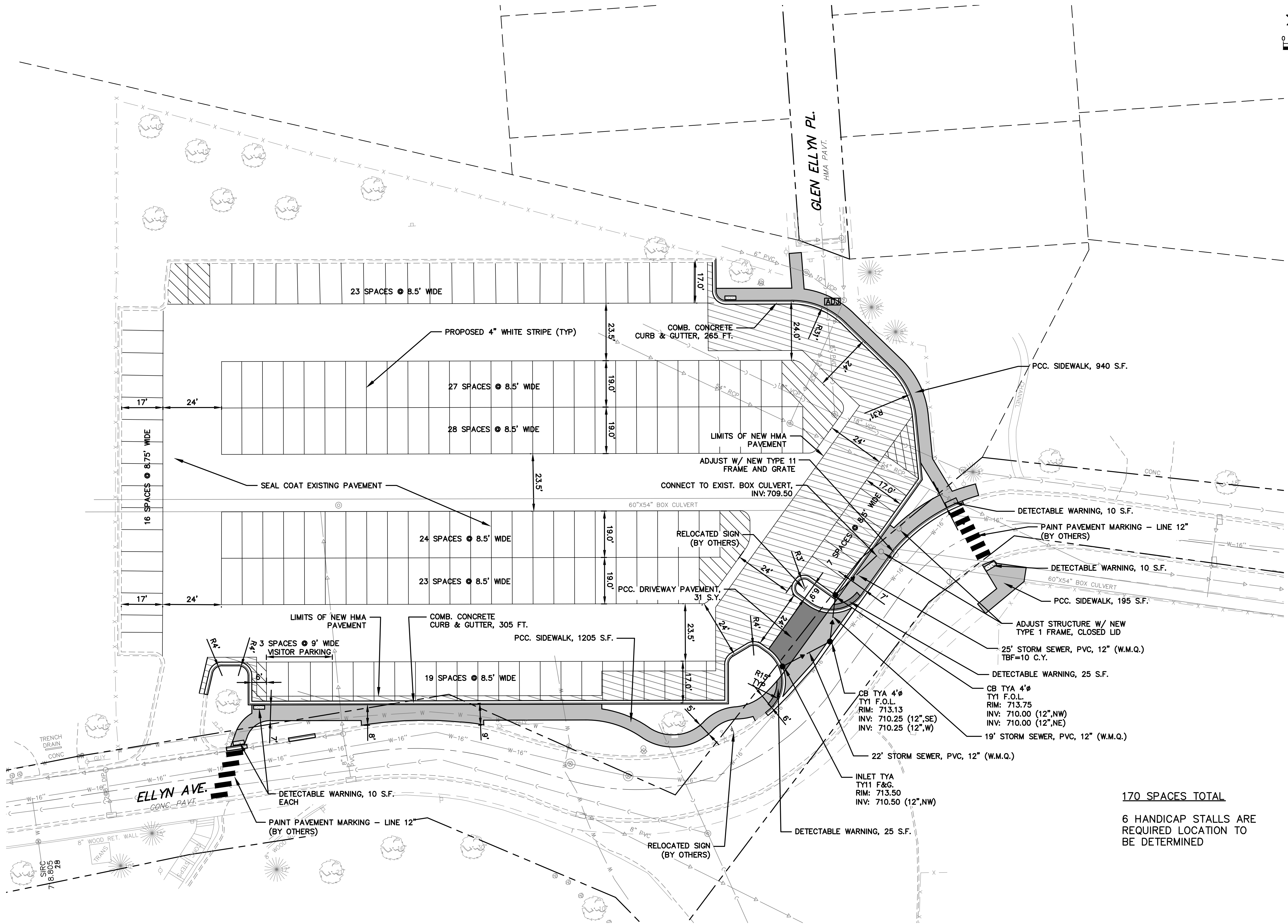
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**GLENBARD WEST PARKING LOT
AND SIDEWALK IMPROVEMENTS
VILLAGE OF GLEN ELLYN, ILLINOIS**

TITLE: **EXISTING CONDITIONS
AND
DEMOLITION PLAN**

SCALE: 1"=20'
DATE: April, 2018
JOB NO: 121102.FD
SHEET 3 OF 6



REVISIONS:					
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

DRAWN BY:	RT
CHECKED BY:	PK
APPROVED BY:	BD



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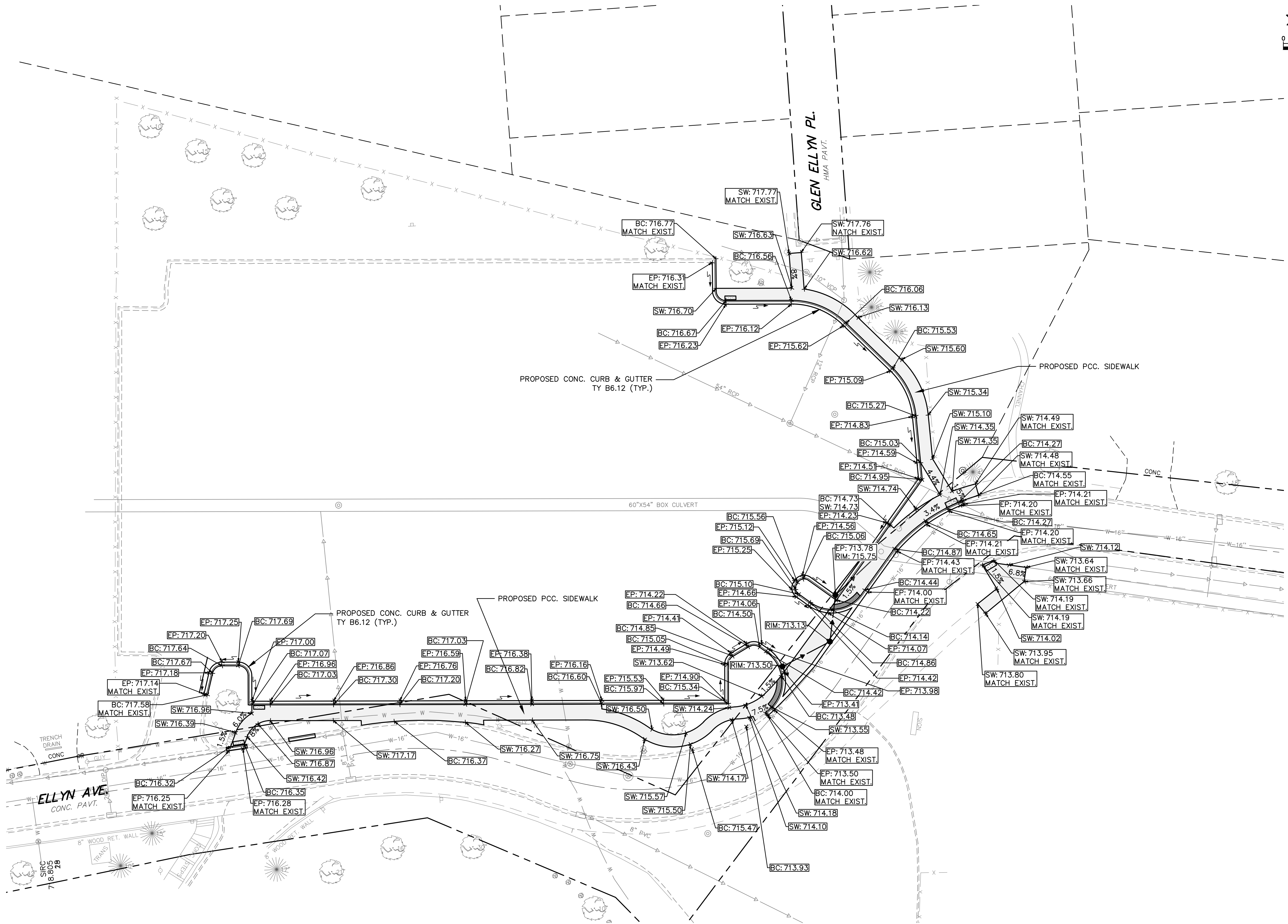
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**GLENBARD WEST PARKING LOT
AND SIDEWALK IMPROVEMENTS
VILLAGE OF GLEN ELLYN, ILLINOIS**

GEOMETRY AND UTILITY PLAN

SCALE:	1"=20'
DATE:	April, 2018
JOB NO:	121102.FD
SHEET	4 OF 6



REVISIONS:					
DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

DRAWN BY: RT
CHECKED BY: PK
APPROVED BY: BD



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**GLENBARD WEST PARKING LOT
AND SIDEWALK IMPROVEMENTS
VILLAGE OF GLEN ELLYN, ILLINOIS**

TITLE:

GRADING PLAN

SCALE: 1"=20'
DATE: April, 2018
JOB NO: 121102.FD
SHEET 5 OF 6

NOTE:

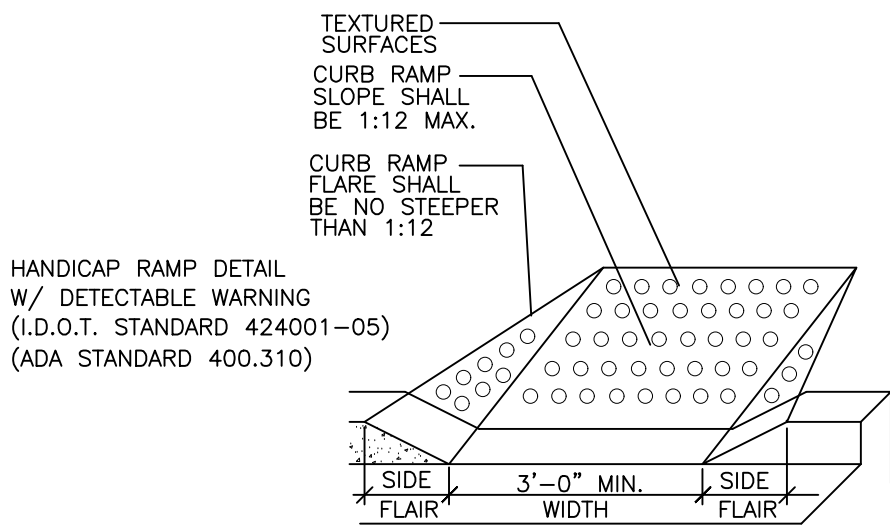
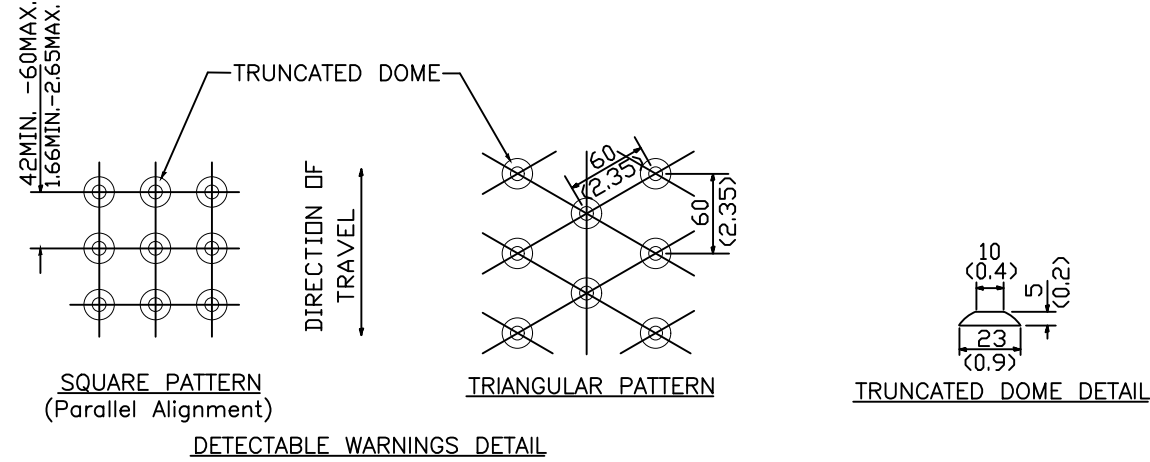
1. INSTALL 2-10' #5 REINFORCING BARS, CENTERED ON ALL TRENCH CROSSINGS.

NOTE:

1. INSTALL 2-10' #5 REINFORCING BARS, CENTERED ON ALL TRENCH CROSSINGS.

NOTE:

1. INSTALL 2-10' #5 REINFORCING BARS, CENTERED ON ALL TRENCH CROSSINGS.



SIDEWALK RAMP DETAIL

NOT TO SCALE

ALL SLOPE RATIOS ARE EXPRESSED AS UNITS OF VERTICAL DISPLACEMENT TO UNITS OF HORIZONTAL DISPLACEMENT (V:H).

ALL DIMENSIONS ARE IN MILLIMETERS (INCHES UNLESS OTHERWISE SHOWN).

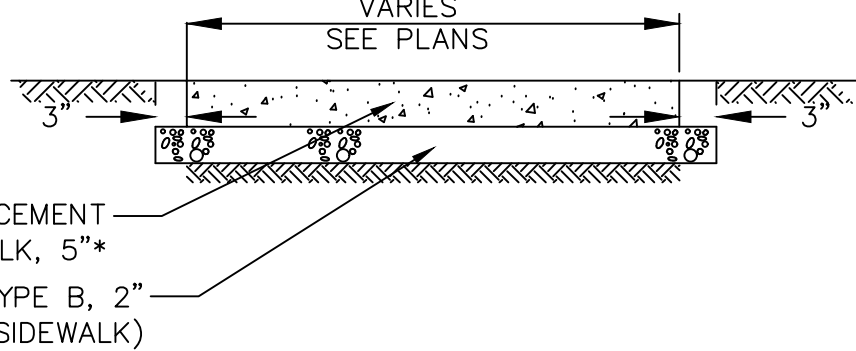
REFER TO IDOT BDE SPECIAL PROVISION FOR CURB RAMPS FOR SIDEWALK.

SHALL BE CONSTRUCTED ACCORDING TO IDOT INSERTED SPECIAL PROVISION 04-03 "CURB RAMPS FOR SIDEWALK" & SHALL BE INTEGRALLY COLORED RED.

B-6.12
CURB & GUTTER
NOT TO SCALE

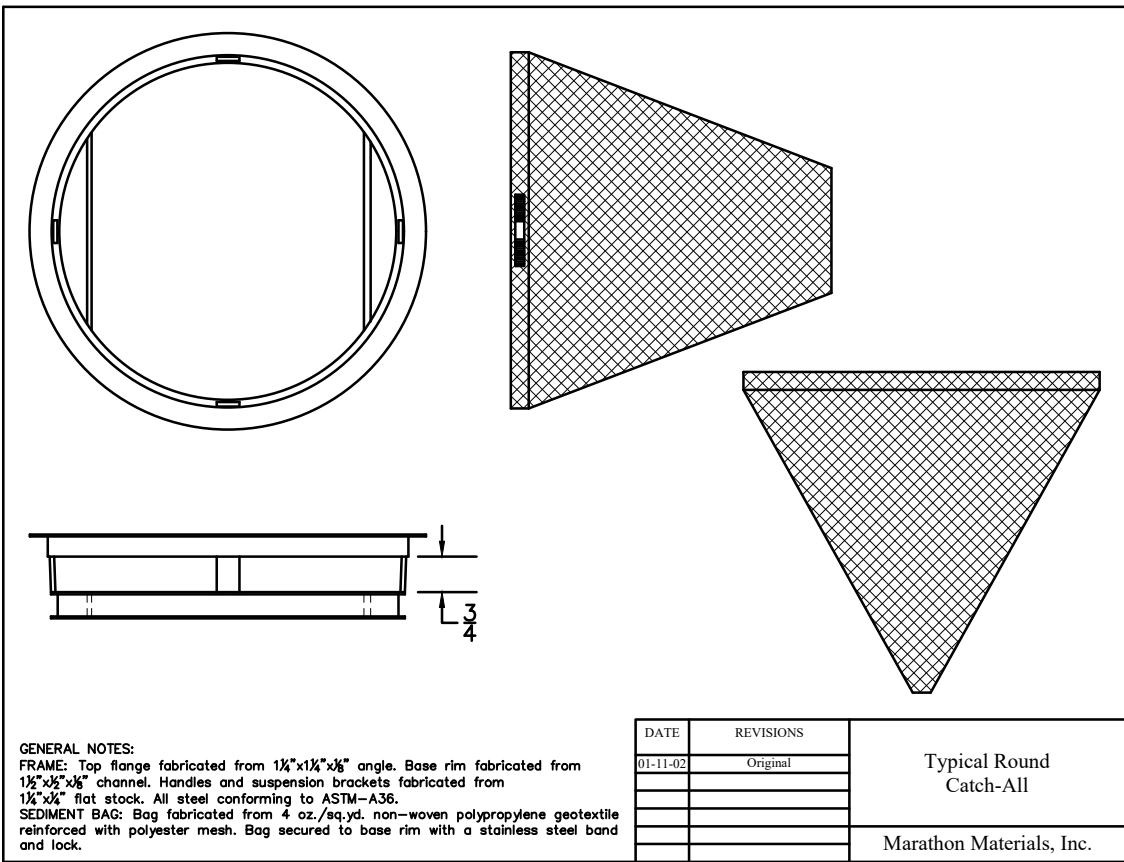
DEPRESSED CURB
NOT TO SCALE

B-6.12
CURB & GUTTER "B"
NOT TO SCALE (REVERSE SLOPE)



* INCREASE THICKNESS TO 6" AT
DRIVES (INCIDENTAL TO SIDEWALK)

P.C.C. SIDEWALK DETAIL
N.T.S.



SEDIMENT CONTROL, INLET FILTERS

Description. This work shall consist of the furnishing, installation, and removal of a drainage structure inlet filter assembly, consisting of a frame and filter bag, to collect sediment in surface stormwater runoff at locations shown on the plans. The Contractor shall inspect the work site and review the plans to determine the number and dimensions of the various types of drainage structure frames (circular and rectangular) into which the inlet filters will be installed prior to construction.

The drainage structure inlet filter assembly shall be installed under the grate on the lip of the drainage structure frame bagging down into the drainage structure.

The drainage structure inlet filter assembly shall remain in place until final removal of the assembly is directed by the Engineer. The drainage structure inlet filter assembly shall remain the property of the Contractor.

At the time of final removal, the Contractor shall dispose of the filter bag in a designated disposal area.

The time of final removal. Periodic cleaning of the filter shall be performed as outlined in the plans.

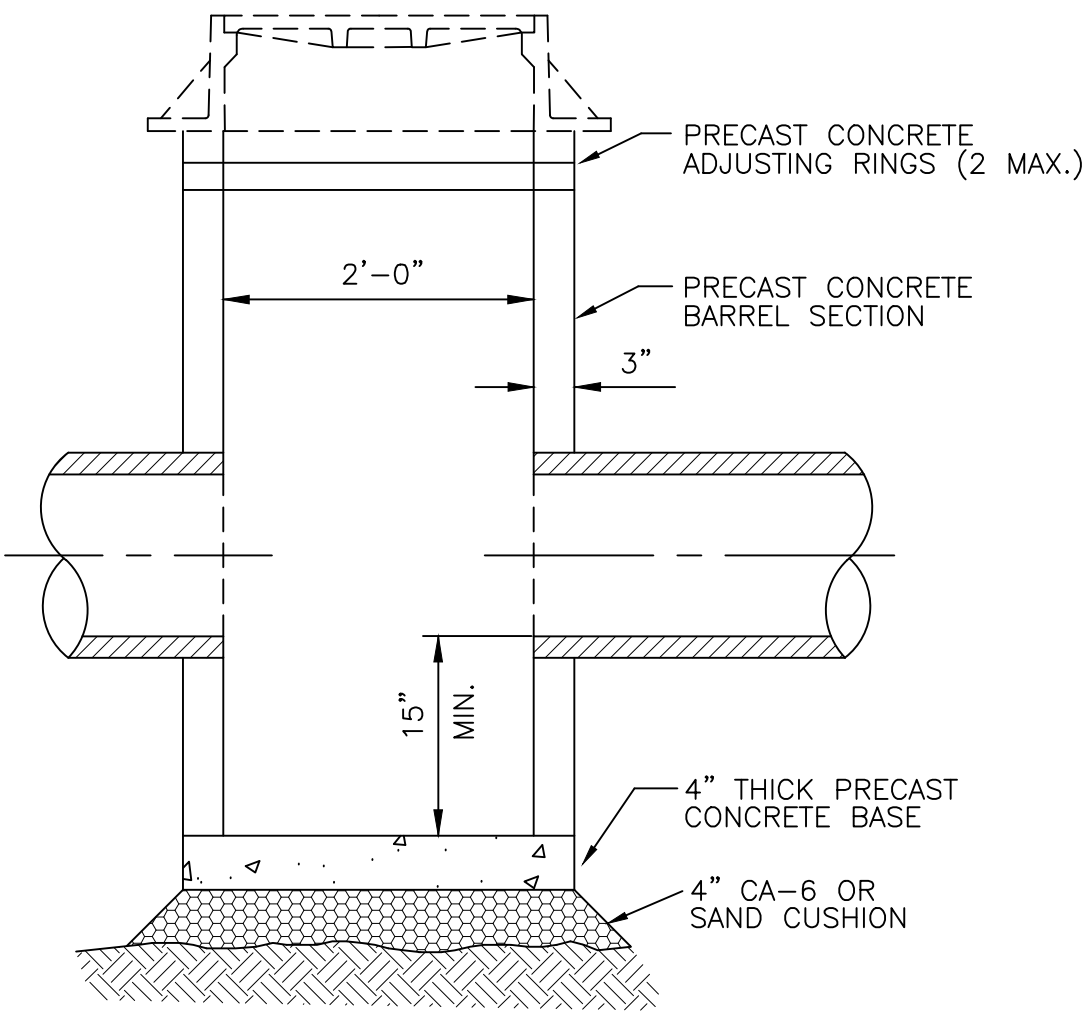
Materials: The drainage structure inlet filter shall be the "Catch-All Inlet Protector", as furnished by Marathon Materials, Inc., 25523 W. Schultz St., Plainfield, IL 60544, (800) 983-9493, or approved equal. A detail drawing in the plans depicts the drainage structure inlet filter assembly.

The drainage structure inlet filter assembly shall be a steel frame with a replaceable geotextile fabric bag attached with a steel band with locking cap that is suspended from the frame. A clean used bag and a used steel frame in good condition, meeting the approval of the Engineer, may be substituted for new materials.

The drainage structure inlet filter assembly frame shall be rigid steel meeting the requirements of ASTM-A36. The frame shall be designed to support the weight of the filter bag and sediment. The frame shall be designed to be assembled to allow full flow of water into the structure if the filter bag is filled with sediment. The dimensions of the assembly frame shall allow the drainage structure grate to fit into the inlet filter assembly frame opening. The assembly frame shall rest on the inside lip of the drainage structure frame for the full variety of existing and proposed grate openings.

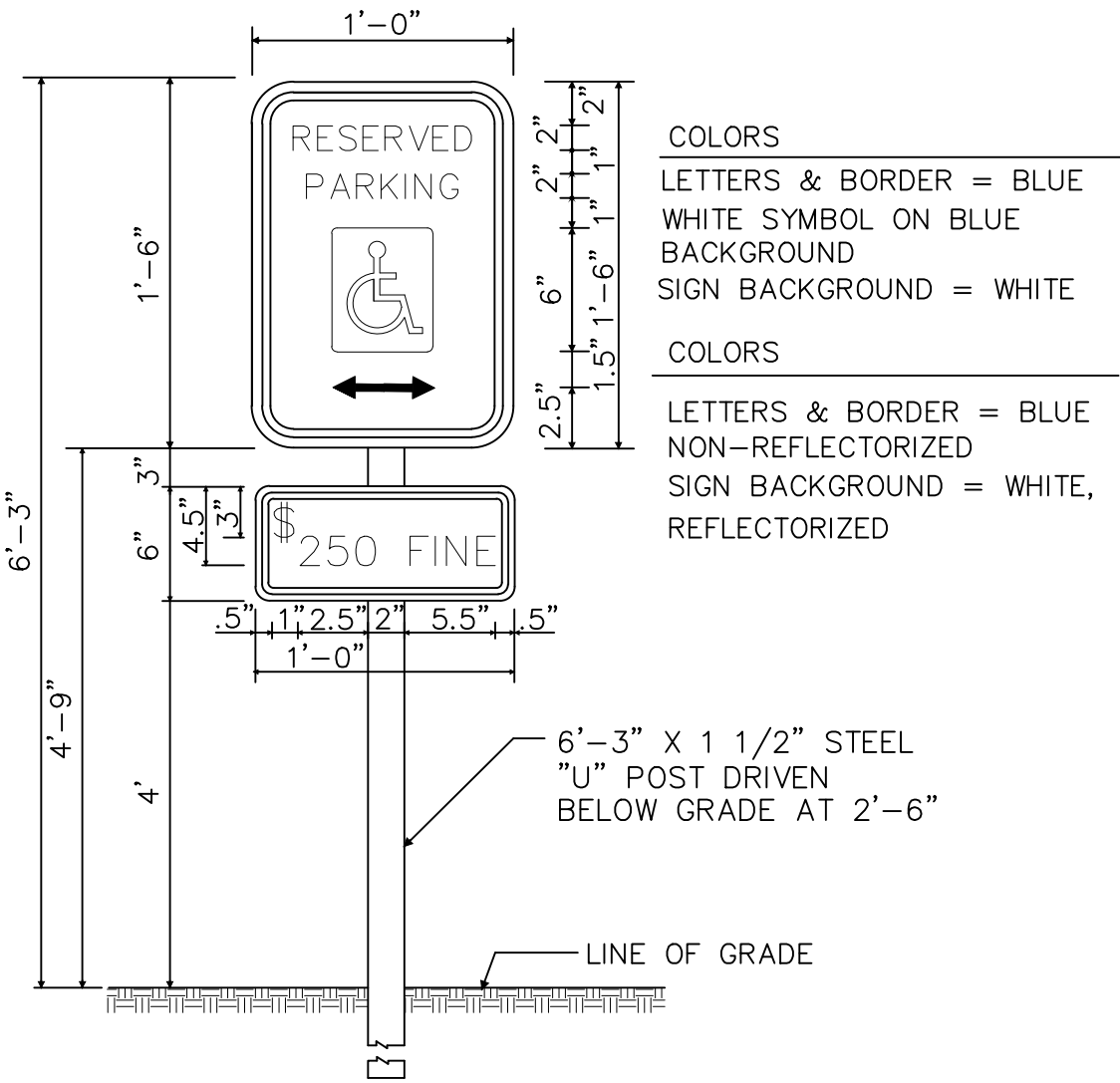
The drainage structure inlet filter assembly bag shall be constructed of a polypropylene geotextile fabric with a minimum weight of 4 ounces per square yard, a minimum flow rate of 145 gallons per minute per square foot, and designed for a minimum silt and debris capacity of 2 cubic feet. The filter bag shall be reinforced with an outer layer of 12 ounce polypropylene fabric. The filter bag shall be attached to the steel frame with a steel band with locking cap. The inlet filter assembly frame shall not cause the drainage structure grate to extend higher than 1/8 inch above the drainage structure frame.

"CATCH-ALL" INLET FILTER DETAIL
NOT TO SCALE



CATCH BASIN, TYPE C
NOT TO SCALE

HANDICAPPED SIGN
DETAIL
NOT TO SCALE



COLORS

LETTERS & BORDER = BLUE
WHITE SYMBOL ON BLUE
BACKGROUND
SIGN BACKGROUND = WHITE

COLORS

LETTERS & BORDER = BLUE
NON-REFLECTORIZED
SIGN BACKGROUND = WHITE
REFLECTORIZED

6'-3" X 1 1/2" STEEL
"U" POST DRIVEN
BELOW GRADE AT 2'-6"

— LINE OF GRADE

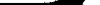
HANDICAPPED SIGN
DETAIL
NOT TO SCALE

PRECAST CONCRETE
ADJUSTING RINGS (2 MAX.)

PRECAST CONCRETE
BARREL SECTION

4" THICK PRECAST
CONCRETE BASE

4" CA-6 OR
SAND CUSHION



ENGINEERING
RESOURCE ASSOCIATES

3S701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
PHONE (630) 393-3060
FAX (630) 393-2152

10 S. RIVERSIDE PLAZA , SUITE 875
CHICAGO, ILLINOIS 60606
PHONE (312) 474-7841
FAX (312) 474-6099

2416 GALEN DRIVE
CHAMPAIGN, ILLINOIS 61821
PHONE (217) 351-6268
FAX (217) 355-1902

*GLENBARD WEST PARKING LOT
IMPROVEMENTS
VILLAGE OF GLEN ELLYN, ILLINOIS*

TITLE:

DETAILS

SCALE: N.T.S.
DATE: April, 2018
JOB NO: 121102.FD
SHEET 6 OF 6

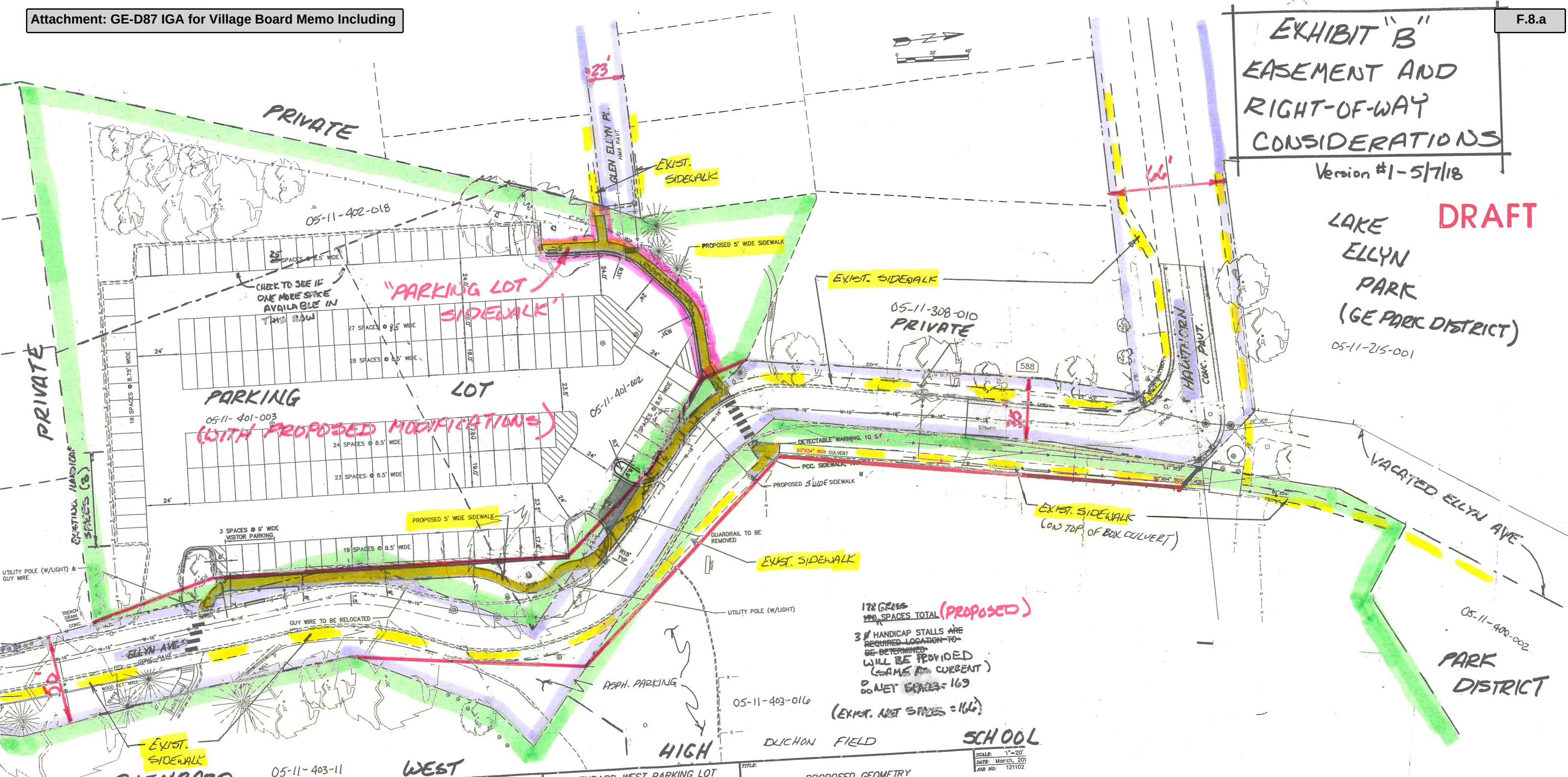
EXHIBIT "B" EASEMENT AND RIGHT-OF-WAY CONSIDERATIONS

Version #1-5/7/18

DRAFT

LAKE
ELLYN
PARK
(GE PARK DISTRICT)

05-11-215-001



178 GRASS
170 SPACES TOTAL (PROPOSED)

3 HANDICAP STALLS ARE
REQUIRED LOCATION TO
BE DETERMINED
WILL BE PROVIDED
(SAME AS CURRENT)
NET SPACES = 163

(EXIST. NET SPACES = 166)

SCHOOL

SCALE: 1"=20'
DATE: March, 201
JOB NO: 121102

ENGINEERING
RESOURCE
ASSOCIATES, INC.
35701 WEST AVENUE, SUITE 150
WARRENVILLE, ILLINOIS 60555
PHONE (630) 393-3060
301 W. STATE STREET, SUITE 203 GENEVA, ILLINOIS 60134
PHONE (630) 262-8689, FAX (630) 262-8698
10 S. RIVERSIDE PLAZA, SUITE 1800 CHICAGO, ILLINOIS 60606
PHONE 312.683.0110, FAX 312.474.6099

GLENBARD WEST PARKING LOT
IMPROVEMENTS

PROPOSED GEOMETRY

— PROPOSED RIGHT-OF-WAY BOUNDARY

- DISTRICT 87 PROPERTY BOUNDARY
- EXISTING RIGHT-OF-WAY BOUNDARY
- SIDEWALK
- PROPOSED EASEMENT

PLACEHOLDER FOR EXHIBIT C
DOCUMENT TO BE INSERTED UPON COMPLETION

EXHIBIT D

After Recording Mail To:
(Name and address of
District 87 legal counsel)

(Recorder's use only)

GRANT OF EASEMENT

THIS GRANT OF EASEMENT is by and between the Village of Glen Ellyn, an Illinois municipal corporation (the “Village”) and the Board of Education of Glenbard Township High School District No. 87, DuPage County, Illinois (the “School District”).

For and in consideration of the sum of Ten Dollars (\$10.00) and any other good and valuable consideration, receipt of which is hereby acknowledged, subject to the provisions contained in this Agreement, the School District grants the Village an easement as follows:

Section 1. Grant of Easement. Subject to the provisions contained in this Agreement, the School District hereby grants a permanent non-exclusive easement to the Village and to its successors and assigns, in, upon, across, over, and through the area depicted on the drawing attached to this Agreement as Exhibit D1, which Exhibit is incorporated in this Agreement, for the purpose of installing, constructing, inspecting, operating, removing, repairing, and maintaining sidewalk in the easement area, as described in Exhibit D2. The Village shall maintain the easement area in a neat and safe condition.

Section 2. Access. The Village shall provide the School District with at least seven calendar days prior written notice of the dates and times it intends to perform any work associated with this Agreement. In addition, the Village shall be responsible for (i) ensuring that any work it conducts associated with this Agreement does not infringe on or interrupt student activities and (ii) taking all appropriate safety measures to ensure that School District students, staff, and other users are not at an increased risk for injury as a result of any work associated with the easement granted by this Agreement.

Section 3. Restoration of School District Property. Following the exercise by the Village of any easement rights granted by this Agreement, the Village shall, at its sole cost, promptly repair and restore the easement premises to the same condition as existed immediately prior to the existence of such rights. If the Village fails to repair or restore School District property damaged by the Village within seven days after receipt of written notice from the School District requesting the repairs and restoration, then the School District may utilize its own forces or a third party to repair and restore the property, and the Village shall pay for all repair and restoration costs incurred by the School District within 14 days after the Village's receipt of a written demand for payment from the School District.

Section 4. Indemnity. The Village shall hold harmless, release, and indemnify the School District, its Board of Education, its elected and appointed officers and officials, employees, agents, successors, and assigns, (collectively the "District Indemnitees") from all claims, causes of action, suits, damages, injuries to property and persons, including loss of life, demands, liability, loss, liens, penalties, fines, interest, costs and expenses (including, without limitation, reasonable attorneys' fees and litigation

costs incurred by the District Indemnitees in connection therewith), which are in any manner related to the Village's and its officials, employees, agents, successors, and assigns, acts or omissions related to the easement granted by this Agreement and the work associated with such easement.

Section 5. Insurance. Prior to commencing any work associated with this Agreement, the Village shall obtain and provide to the School District evidence of liability insurance, with limits and coverage acceptable to the School District naming the School District, its Board of Education, its members, employees, agents, successors, and assigns as additional insureds, and covering the School District, its Board of Education, and all of its members, employees, agents, successors, and assigns from liability arising from the activities of the Village in connection with work associated with this Agreement. Such certificate of insurance shall provide that the insurance may not be cancelled or non-renewed without at least a 30-day advance written notice to the School District.

Section 6. No Lien. The Village shall not permit any lien to stand against School District property related to the easement granted in this Agreement or any improvements thereon for any labor or materials in connection with work performed under this Agreement. In the event of any such lien attaching to School District property or any improvements thereon, the Village shall immediately have such lien released.

Section 7. No Third Party Beneficiaries. No claim as a third party beneficiary under this Agreement by any person shall be made, or be valid, against the School District or the Village.

Section 8. Effective Date. This Agreement shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives.

IN WITNESS WHEREOF, the parties have signed and executed this Agreement on the date(s) indicated.

VILLAGE OF GLEN ELLYN, ILLINOIS	BOARD OF EDUCATION OF GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87, DUPAGE COUNTY, ILLINOIS
_____ President	_____ President
Attest:_____ Village Clerk	Attest:_____ Secretary
Dated:_____	Dated:_____

STATE OF ILLINOIS)
)
 COUNTY OF DUPAGE) SS.

I, the undersigned, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that _____, President and _____, Village Clerk of the Village of Glen Ellyn, Illinois, 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 said instrument as their free and voluntary act for the uses and purposes herein set forth.

Given under my hand an official seal, this _____ day of _____, 2018.

 Notary Public

STATE OF ILLINOIS)
)
 COUNTY OF DUPAGE) SS.

I, the undersigned, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that _____, President and _____, Secretary of the Board of Education of Glenbard Township High School District No. 87, DuPage County, Illinois, 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 said instrument as their free and voluntary act for the uses and purposes herein set forth.

Given under my hand an official seal, this _____ day of _____, 2018.

 Notary Public

EXHIBIT D1

Drawing

EXHIBIT D2

Permanent Easement Parcel -----

Owner : Glenbard Township High
School District No. 87
Route : Crescent Boulevard
Section :
County : DuPage
Job No. :
Parcel No.: -----

Parcel -----

That part of . . . to the Point of Beginning, all in DuPage County,
Illinois.

Said parcel contains ---- square feet more or less or ---- acres, more
or less.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Purchase
Prepared By: Frank Frasco

SCHEDULED

AGENDA ITEM (ID # 3334)

DOC ID: 3334

Motion Pursuant to Section 1-10-7 of the Glen Ellyn Village Code to Adopt the Competitive Bidding Procedures of the Suburban Purchasing Cooperative and the State of Illinois Management Services Group in Lieu of the Provisions of Chapter 10 on Village Contracts and Approve the Purchase of one (1) 2018 Ford Police Utility Vehicle from Currie Motors Inc. of Frankfort, Illinois, in the Amount of \$31,718 and one (1) 2018 Ford Expedition SSV from Kunes Country Ford of Antioch, Illinois, in the Amount of \$37,467, to be Expensed to the Equipment Services Fund (Public Works Director Hansen)

Background

The Equipment Services Division of the Public Works Department has evaluated the Police Department fleet and has determined that two (2) of the patrol vehicles and one (1) of the detective vehicles needs to be replaced. This decision is based on a number of factors including vehicle mileage, engine operating hours, mechanical condition, body condition, frame integrity, reliability, safety, operating cost, and the vehicle's ability to meet the needs of the community and the department. Staff's goal is to determine the optimum point in time to replace the vehicle and recoup its residual value through a public auction.

Patrol squad #01 is a model year 2013 Ford Expedition and is one of the oldest patrol vehicles in the fleet. It has lasted two (2) years longer than originally planned and will have over 130,000 driving miles when it is replaced. This vehicle does not have an hour meter but patrol cars with similar mileage have over 10,400 idle hours which is the equivalent of an additional 260,000 driving miles. Recent vehicle inspections have revealed that the engine consumes excessive amounts of oil, the engine overheats, the suspension springs and shocks are weak, the differential pinion and axle seals leak, the driver's seat cushion is collapsed, the body to frame mounts are rusted, and the paint has numerous deficiencies.

Patrol squad #20 is a model year 2008 Ford Escape which is used for parking enforcement and it is the oldest vehicle in the fleet. It has lasted three (3) years longer than originally planned and will have over 65,000 driving miles when it is replaced. Recent vehicle inspections have revealed that the engine and transaxle cradle is rotted, the half shaft needs to be replaced, the exhaust flex pipe is rusted, the ABS sensor tone ring needs to be replaced, the driver seat needs to be reupholstered, and the paint has numerous deficiencies.

The cost to repair these deficiencies exceeds the vehicle value and these patrol cars have reached the end of their useful life.

Equipment Services works with the Police Department to understand their needs and to determine which vehicles and emergency equipment will meet those needs in a fiscally responsible way. We

have not decided which vehicle will replace detective car #13 therefore it is being deferred to a later date. It has been determined that the sergeants command car #01 should be replaced with the Ford Expedition Special Service Vehicle (SSV) and the parking enforcement patrol car #20 should be replaced with the Ford Police Utility. This vehicle is being upgraded from a Ford Escape and will better meet the needs of the department with added versatility. This will require updating and replacing some of the outdated equipment like the emergency lighting and the communication radio console. The computer, video system, automatic vehicle location (AVL) system, communication radio, and the light/siren controller can be repurposed and transferred into the new squads.

Subject

The State of Illinois purchases similar vehicles for their police department and the Illinois Management Services Group has created specifications that mirror our specs and they have completed the required competitive bidding process. The State allows local municipalities to participate in a joint purchasing program which is a cost savings to the Village. The Village receives low bid pricing due to high volume group purchasing. The Village also saves on the time and cost to administer this process. The Suburban Purchasing Cooperative (SPC) is also a joint purchasing program sponsored by the DuPage Mayors & Managers Conference and represents 135 municipalities and townships in the Chicagoland region.

The Illinois Joint Purchase program and the SPC exemplifies the benefits of intergovernmental cooperation on a regional basis. The goal is to combine the resources and purchasing power of governments to jointly negotiate advantageous contract terms on a line of high quality products at the lowest possible price. Economies of scale in terms of pricing and staff resources are the prime objectives of the Joint Purchasing Program's. By purchasing through the State of Illinois or the SPC, the Village will save time and money. Staff works diligently in order to avoid the needless duplication of effort involved in the procurement process.

VENDOR	MAKE/MODEL	PROPOSAL
Currie Motors (SPC)	2018 Ford Police Utility	\$31,718
Packey Webb Ford	2018 Ford Police Utility	\$32,260
Morrow Bro. Ford (State Bid)	2018 Ford Police Utility	\$32,830
Haggerty Ford	2018 Ford Police Utility	\$32,935

VENDOR	MAKE/MODEL	PROPOSAL
Kunes Ford (SPC)	2018 Ford Expedition SSV	\$37,467
Morrow Bro. Ford (State Bid)	2018 Ford Expedition SSV	\$37,720
Packey Webb Ford	2018 Ford Expedition SSV	\$39,433
Haggerty Ford	2018 Ford Expedition SSV	\$36,949-missing \$975 options

Budget Impact (Include Funding Source)

In the current FY18 Equipment Services Capital Outlay budget, the Board approved \$95,000 for the

purchase of two police patrol vehicles and one detective car. We are currently purchasing only the two police patrol vehicles. The cost of the lowest responsible proposals for the two vehicles is \$69,185 which is \$4,185 over what was budgeted for these two vehicles. The additional cost is due to an unforeseen increase in manufacturer pricing on the redesigned Expedition and the additional cost to replace an Escape with an Explorer for Squad 20. The additional \$4,185 can be recouped by purchasing a less expensive detective vehicle or deferring the purchase of the detective car. Funding should be expensed to the FY18 Equipment Services Capital Outlay -Vehicles Fund 65000-570155.

Recommendation

The Equipment Services staff researched and developed specifications that will allow the Village to obtain the equipment that best meets the needs of the Police Department at the most competitive price. Staff is recommending that the Village Board approve the purchase of one (1) 2018 Ford Police Utility vehicle from Currie Motors Inc. of Frankfort, Illinois, in the amount of \$31,718 and one (1) 2018 Ford Expedition SSV from Kunes Country Ford of Antioch, Illinois, in the amount of \$37,467. Funding should be expensed to the FY18 Equipment Services Capital Outlay -Vehicles Fund 65000-570155.

Action Requested

Motion pursuant to Section 1-10-7 of the Glen Ellyn Village Code to adopt the competitive bidding procedures of the Suburban Purchasing Cooperative and the State of Illinois Management Services Group in lieu of the provisions of Chapter 10 on Village Contracts and approve the purchase of one (1) 2018 Ford Police Utility vehicle from Currie Motors Inc. of Frankfort, Illinois, in the amount of \$31,718 and one (1) 2018 Ford Expedition SSV from Kunes Country Ford of Antioch, Illinois, in the amount of \$37,467. to be expensed to the Equipment Services Fund.

Attachments

FY18 Equipment Services budget footnotes, ESD vehicle replacement schedule, contracts and proposals from responding vendors.

ATTACHMENTS:

- SKM_C454e18052015280 (PDF)

FUND: EQUIPMENT SERVICES
DEPARTMENT: PUBLIC WORKS

ACCOUNTS FOR:

2018 BUDGET

65000 570155 - VEHICLES	905,000
REPLACE POLICE PATROL SQUAD 01	35,000
REPLACE POLICE DETECTIVE CAR 13	30,000
REPLACE POLICE PATROL SQUAD 20	30,000
REPLACE PW 230 SEWER CLEANER TRUCK	450,000
REPLACE PW 231 PLOW/DUMP TRUCK	80,000
REPLACE PW 238 PLOW/DUMP TRUCK	75,000
REPLACE PW 243 UTILITY DUMP TRUCK	65,000
REPLACE PW 244 UTILITY DUMP TRUCK	65,000
REPLACE PW 260 PLOW/DUMP TRUCK	75,000
65000 580110 - EQUIPMENT/CAPITAL OUTLAY	12,750
DIAGNOSTIC EQUIPMENT SOFTWARE UPDATE	850
FORD IDS	
INTERNATIONAL UPDATE	1,400
SNAP-ON SCANNER UPDATE	2,000
HYDRAULIC PRESS	3,500
WELDING TABLE	5,000
65000 590113 - FACIL MAINT SERVICE CHARGE	10,500
FACILITIES MAINTENANCE SERVICE CHARGE	10,500
65000 590130 - PW SERVICE CHARGE	14,500
IFT - PUBLIC WORKS SERVICE CHARGE	14,500
65000 590600 - TRANSFER TO INSURANCE - HEALTH	54,000
HEALTH INSURANCE TRANSFER TO INSURANCE	54,000
FUND	
65000 590610 - TRANSFER TO INSURANCE - GEN	12,000
GENERAL INSURANCE TRANSFER TO INSURANCE	12,000
FUND	
65000 590650 - TRANSFER TO EQUIP FUND - O&M	3,700
IFT - ESD O&M	3,700
65000 590655 - TRANSFER TO EQUIP FUND - REPL	1,100
IFT- ESD REPLACEMENT FUND FOR FUEL	1,100
ISLAND	
TOTAL EQUIPMENT SERVICES EXPENSES	1,817,725

Current year:

2017

Computes depreciation amounts for calendar year:

2018

EQUIPMENT SERVICES REPLACEMENT SCHEDULE

Dept/Division & Vehicle No.	Service Date	Vehicle Description	Vehicle Cost	Econ. Life	Dep. Rate	Repl. Cost	Yrs. Left	Prior Contrib.	Contrib. To Date	Remaining Contrib.	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Public Works - Administration																						
212	2016	2016 Ford E-150	35,000	7	4%	44,800	-2	0	6,400	44,800	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	
216	2007	2007 Ford Escape	23,000	7	4%	29,440	7	0	29,440	29,440	0	0	0	0	0	0	0	0	0	0	0	
219	2015	2015 Ford Transit Connect	23,800	10	4%	33,320	9	3,251	6,502	30,069	3,341	3,341	3,341	3,341	3,341	3,341	3,341	3,341	3,341	3,341	3,341	
222	2016	2016 Ford Transit Connect	30,000	10	4%	42,000	10	0	4,200	42,000	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	
FUEL ISLAND	2012		18,000	20	0%	18,000	16	4,320	13,680	855	855	855	855	855	855	855	855	855	855	855	855	
			129,800			167,560		37,011	51,807	130,549	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	
Public Works - Streets / Forestry																						
200	2005	2006 LH 7400	96,300	10	4%	134,620	-1	134,620	134,620	0	0	0	0	0	0	0	0	0	0	0	0	
201	2015	2015 Freightliner 108SD	180,200	10	4%	252,280	9	27,300	62,280	224,980	24,980	24,980	24,980	24,980	24,980	24,980	24,980	24,980	24,980	24,980	24,980	
202	2009	2010 LH 7400	165,300	10	4%	217,420	3	161,512	180,148	55,908	18,636	18,636	18,636	18,636	18,636	18,636	18,636	18,636	18,636	18,636	18,636	
204	2012	2012 LH 7400	157,800	10	4%	200,360	6	101,365	121,198	118,995	18,632	18,632	18,632	18,632	18,632	18,632	18,632	18,632	18,632	18,632	18,632	
206	2009	2010 LH 7400	117,900	10	4%	249,060	3	186,016	206,364	64,044	21,348	21,348	21,348	21,348	21,348	21,348	21,348	21,348	21,348	21,348	21,348	
213	2012	Ford F550/Airline A137G	66,700	10	4%	121,380	6	55,834	66,768	65,834	10,924	10,924	10,924	10,924	10,924	10,924	10,924	10,924	10,924	10,924	10,924	
216	2012	2013 Strigo	92,000	15	3%	134,720	11	35,804	44,798	99,468	8,951	8,951	8,951	8,951	8,951	8,951	8,951	8,951	8,951	8,951	8,951	
221	2012	2008 Ford F-150	25,400	7	4%	28,368	-1	28,368	28,368	0	0	0	0	0	0	0	0	0	0	0	0	
223	2012	2014 Ford F-350	66,800	7	4%	72,832	-1	72,832	72,832	35,872	11,957	11,957	11,957	11,957	11,957	11,957	11,957	11,957	11,957	11,957	11,957	
226	2012	2014 Ford F-350	63,800	7	4%	67,840	-3	47,057	69,832	38,294	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	
228	2012	2014 Ford F-350	64,700	7	4%	70,016	-3	47,016	70,016	38,294	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	11,765	
229	2005	2005 Dodge Ram C/C42	37,150	15	3%	53,868	4	41,298	44,440	12,570	3,143	3,143	3,143	3,143	3,143	3,143	3,143	3,143	3,143	3,143	3,143	
230	2005	2005 Ford F350	48,800	15	4%	62,208	0	62,208	62,208	0	0	0	0	0	0	0	0	0	0	0	0	
231	2005	2005 Dodge Ram C/C42	134,372	10	4%	188,128	-1	188,128	188,128	0	0	0	0	0	0	0	0	0	0	0	0	
236	2005	2005 Volvo S60XC	35,000	10	4%	49,000	-1	49,000	49,000	0	0	0	0	0	0	0	0	0	0	0	0	
247	2015	2015 Ford F350	31,600	7	4%	40,448	6	5,778	11,557	34,670	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	
248	2012	2013 Ford F350	180,500	7	5%	243,475	3	139,244	174,064	104,432	34,811	34,811	34,811	34,811	34,811	34,811	34,811	34,811	34,811	34,811	34,811	
250	2010	2011 Freightliner M2 106	135,747	10	4%	190,046	4	140,159	162,629	66,516	16,629	16,629	16,629	16,629	16,629	16,629	16,629	16,629	16,629	16,629	16,629	
251	2012	2012 LH 7400	157,400	10	4%	200,360	6	88,144	110,180	132,216	22,036	22,036	22,036	22,036	22,036	22,036	22,036	22,036	22,036	22,036	22,036	
252	2012	John Deere X749	20,900	5	4%	25,090	1	25,090	25,090	4,013	4,013	4,013	4,013	4,013	4,013	4,013	4,013	4,013	4,013	4,013	4,013	
254	2016	2016 Ford F350	31,600	7	4%	40,448	6	5,778	11,557	34,670	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	6,778	
255	2008	2008 Ford F350	64,800	7	4%	67,098	-1	67,098	67,098	0	0	0	0	0	0	0	0	0	0	0	0	
256	2013	2013 Ford F350	64,800	7	4%	70,272	-1	70,272	70,272	0	0	0	0	0	0	0	0	0	0	0	0	
260	2010	2011 Ford F350	68,600	15	4%	102,880	4	40,025	62,820	130,560	10,880	10,880	10,880	10,880	10,880	10,880	10,880	10,880	10,880	10,880	10,880	
265	2010	2011 Jerrall 1860 AP	45,800	15	4%	61,512	-2	40,025	49,410	21,580	5,387	5,387	5,387	5,387	5,387	5,387	5,387	5,387	5,387	5,387	5,387	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270	2009	2009 John Deere S650	11,700	10	3%	16,360	3	12,168	13,572	4,212	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	1,404	
270																						

EQUIPMENT SERVICES REPLACEMENT SCHEDULE

Current year:		2017		Computes depreciation amounts for calendar year:												2018											
Dept/Division & Vehicle No.	Service Date	Vehicle Description	Vehicle Cost	Econ. Life	Dep Rate	Repl Cost	Yrs Left	Prior Contrib	Contrib. To Date	Remaining Contrib	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029					
FUEL ISLAND	2012	2008 Ford Escape	16,800	7	4%	21,504	-1	21,504	21,504	6,056	379	379	379	379	379	379	379	379	379	379	379	379					
		Inspector	8,000	20	0%	78,272		72,216	72,585	6,056	379	379	379	379	379	379	379	379	379	379	379	379					
			62,800																								
TOTAL GENERAL FUND			3,971,988			5,031,411		2,780,977	3,181,122	2,270,435	481,145	374,481	361,247	203,168	160,358	160,358	98,008	89,609	89,609	61,270	67,070	48,118					
Water Fund																											
205	2003	2004 IH 7400	66,182	12	4%	97,949	-1	97,949	97,949	0	0	0	0	0	0	0	0	0	0	0	0	0					
208	2007	2008 Ford Escape	23,300	7	4%	29,824	-2	29,824	29,824	0	0	0	0	0	0	0	0	0	0	0	0	0					
209	2010	UCS 30CX15	94,608	10	4%	132,448	4	66,091	97,681	46,357	11,589	11,589	11,589	11,589	0	0	0	0	0	0	0	0					
224	2013	2014 Ford Transit Connect	31,550	7	3%	38,639	4	16,895	22,381	21,544	5,386	5,386	5,386	5,386	0	0	0	0	0	0	0	0					
226	2008	2008 Ford F350	26,600	7	4%	34,048	-1	34,048	34,048	0	0	0	0	0	0	0	0	0	0	0	0	0					
227	2015	2016 Ford F350	32,750	7	4%	41,920	6	5,889	11,978	56,931	6,869	6,869	6,869	6,869	5,989	5,989	0	0	0	0	0	0					
228	2009	2009 Ford F350	18,300	7	4%	113,024	8	113,024	113,024	0	0	0	0	0	0	0	0	0	0	0	0	0					
229	2009	2009 Ford F250	18,600	7	4%	23,808	0	23,808	23,808	0	0	0	0	0	0	0	0	0	0	0	0	0					
270	2016	2016 Ford F450	82,750	7	4%	103,900	6	29,258	43,907	73,196	14,639	14,639	14,639	14,639	0	0	0	0	0	0	0	0					
511	2008	2016 Ford F350	11,882	15	3%	41,920	6	5,586	11,978	56,931	6,869	6,869	6,869	6,869	5,989	5,989	0	0	0	0	0	0					
512	2008	2008 Ford F350	11,882	15	3%	41,920	6	5,586	11,978	56,931	6,869	6,869	6,869	6,869	5,989	5,989	0	0	0	0	0	0					
FUEL ISLAND	2012	2008 Ford F350	70,000	20	0%	70,000	16	17,229	20,125	53,200	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325					
		Compressor	576,870			745,173		477,014	523,931	268,159	46,916	46,916	46,916	46,916	29,941	15,302	3,325	3,325	3,325	3,325	3,325	3,325					
Sewer Fund																											
210	2002	UCS Backhoe	67,389	10	4%	80,345	-4	80,345	80,345	123,136	270,902	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627					
214	2012	2014 Caterpillar 988K	180,200	15	7%	360,410	11	58,589	123,136	270,902	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627					
220	2005	2006 IH 7400	231,200	10	3%	300,560	-1	300,560	300,560	0	0	0	0	0	0	0	0	0	0	0	0	0					
234	2006	2006 IH 7400	78,797	10	4%	107,516	0	107,516	107,516	0	0	0	0	0	0	0	0	0	0	0	0	0					
242	2010	2010 IH 4300	174,985	10	4%	244,679	4	159,237	180,673	66,742	21,435	21,435	21,435	21,435	0	0	0	0	0	0	0	0					
243	2008	2008 Ford F450	42,540	7	4%	54,451	-1	54,451	54,451	0	0	0	0	0	0	0	0	0	0	0	0	0					
244	2008	2008 Ford F450	40,900	7	4%	52,352	-1	52,352	52,352	0	0	0	0	0	0	0	0	0	0	0	0	0					
245	2016	2018 Ford Transit Connect	28,000	7	4%	32,000	7	44,763	46,842	32,000	4,671	4,671	4,671	4,671	4,571	4,571	0	0	0	0	0	0					
252	2008	2008 UCS 19011	37,600	10	4%	52,900	2	11,760	21,278	36,240	3,615	3,615	3,615	3,615	3,515	3,515	0	0	0	0	0	0					
FUEL ISLAND	2012	2008 UCS 19011	74,000	20	0%	74,000	16	17,229	20,125	53,200	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325					
		Skid steer	940,811			1,389,933		972,493	972,493	453,080	50,228	50,228	50,228	50,228	32,714	32,714	28,142	28,142	28,142	28,142	28,142	28,142					
Equipment Services Fund																											
200	2006	2007 Ford 250	32,376	7	3%	39,120	-3	39,120	39,120	0	0	0	0	0	0	0	0	0	0	0	0	0					
201	2006	2007 Ford 250	32,376	7	3%	39,120	-3	39,120	39,120	0	0	0	0	0	0	0	0	0	0	0	0	0					
FUEL ISLAND	2012	2007 Ford 250	53,375	20	0%	62,174	18	44,884	45,787	17,480	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093					
TOTAL - ALL FUNDS			5,645,044			7,205,291		4,196,178	4,724,559	3,007,113	481,638	480,727	483,405	305,957	224,105	208,466	133,140	122,189	122,189	83,830	83,830	56,051					

\$ 31,178



2018 Ford Utility Police Interceptor AWD Contract # 152



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ORDER CUTOFF 06/08/2018



2018 Ford Utility Police Interceptor AWD

Contract # 152

\$26,456.00

3.7 TI-VCT V6 FFV
6-Speed Automatic
Rear recovery hooks
Independent front/rear suspension
Engine Oil Cooler
18.6 gallon fuel tank
Engine Hour Meter
220 Amp Alternator
78 Amp Hour Battery
Lower black body side cladding
Dual Exhaust
Black spoiler
Electric Power Assist Steering
Acoustic laminated windshield
18" Tires and Wheels
Fixed glass lift gate
Full Size Spare
AM/FM/CD
Roll curtain airbag
Safety Canopy W/Roll Over
Sensor
Anti-Lock Brakes With Advanced Trac
and traction control
LED tail lamps
2nd/3rd Row Privacy Glass
My Ford police cluster
Black Grill
Headlamps-LED Low Beam
Halogen Hi Beam
Lift Gate Release Switch - 45
Second Time out

Rearview Camera with Washer
All-Wheel Drive
Manual folding power mirror
Fold flat 60/40 rear vinyl bench
Single Zone Manual Climate
Control
Power Windows - 1 Touch
Up/Down
Power Locks
Cruise Control/Tilt Wheel
Calibrated Speedometer
Column Shift
Work Task Light red/white
Simple fleet key
Power Adjustable Pedals
Two-Way Radio Pre-Wire
Particulate air filter
Power Pig tail
Delivery within 30 Miles
Locking Glove Box

Standard Warranty:

Basic: 3 Years/ 36,000 Miles
Drivetrain: 5 Years/100,000 Miles
Corrosion: 5 Years/ Unlimited
Miles
Emissions: 8 Years/80,000 Miles
Roadside Assistance:
5 Years/60,000 Miles

Order Cutoff 06/08/2018



☐	99T	3.5L V-6 Ecoboost® Engine (131 MPH top speed)	\$3130.00
☒	41H	Engine block heater	\$86.00
☐	86L	Auto Head Lamp Required With Silent Mode	\$109.00
☒	43D	Dark car feature – Courtesy Lights Inop	\$19.00
☐	43L	Silent Mode – Requires Day time Running Lights /Auto Lamp	\$19.00
☐	942	Daytime Running Lights	\$42.00
☒	17T	Dome lamp red/white cargo area	\$49.00
☐	51Y	Spot Light Drivers Side Only - Incandescent	\$204.00
☐	51Z	Dual Spot Lights (Driver/Passenger) Incandescent	\$334.00
☒	51R	Spot Light Drivers Side LED Bulb - Unity	\$375.00
☒	51T	Spot Light Drivers Side LED Bulb - Whelen	\$589.00
☐	51S	Spot Light Dual LED Bulbs - Unity	\$589.00
☐	51V	Spot Light Dual LED Bulbs - Whelen	\$632.00
☐	51P	Spot Lamp Prep Kit; Driver side (does not include housing and bulb)	\$132.00
☐	51W	Spot Lamp Prep Kit; Dual Side (does not include housing and bulbs)	\$266.00
☒	21L	Front Auxiliary Light Red/Blue - requires option 60A	\$524.00
☐	21W	Forward Indicator - Red/Blue Pocket Warning Light - requires option 60A(Located in Headlamp)	\$607.00
☒	60A	Pre-wiring grill lamp, siren, speaker	\$49.00
☒	63B	Side Marker LED - Red/Blue - Requires 60A	\$276.00
☐	63L	Rear Quarter Glass Side Marker Lights - Red/Blue	\$546.00
☐	92G	Glass-Solar Tint 2nd Row/Rear Quarter/Liftgate Window (Deletes Privacy Glass)	\$114.00
☐	92R	Glass-Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	\$81.00
☐	68Z	Roof rack side rails	\$148.00
☐	76D	Deflector Plate (Eco Boost Only)	\$292.00
☐	87R	Rear View Camera - Includes Electrochromic Rear View Mirror (replaces standard camera in center stack area)	N/C
☒	53M	Sync® Basic – includes USB port and aux input jack	\$280.00
☒	61R	Remappable (4) switches on steering wheel (less Sync)	\$148.00
☐	61S	Remappable (4) switches on steering wheel (with Sync)	\$148.00
☒	18W	Rear window power delete	\$24.00
☒	68L	Rear-Door Handles Inoperable / Locks Operable	\$33.00
☐	68G	Rear-Door Handles Inoperable / Locks Inoperable	\$33.00
☐	52H	Hidden Door-Lock Plunger w/Rear-door Handles Op	\$132.00
☒	52P	Hidden Door-Lock Plunger w/Rear-door Handles Inop	\$153.00
☐	16C	1st & 2nd Row Carpet Floor Covering (includes mats)	\$119.00
☒	18D	Global Lock/Unlock (Disables Auto Lock on Rear Hatch)	24.00
☐	87P	Power Passenger Seat (6-way) w/ manual recline/lumbar	\$309.00
☐	85D	Front Console Plate-Delete (N/A w/ 67G, 67H, 67U, 85R)	N/C
☒	85R	Rear Console Plate (N/A with 65U, 85D)	\$30.00



☐	90D	Ballistic Door Panels – Level III Driver Front Only	\$1506.00
☐	90E	Ballistic Door Panels – Level III Driver/Passenger Front	\$3012.00
☐	90F	Ballistic Door Panels – Level IV Driver Front Only	\$2294.00
☐	90G	Ballistic Door Panels – Level IV Driver/Passenger Front	\$4588.00
☐	96W	Visor Light (requires rear console mounting plate N/A with interior Upgrade Package)	\$1159.00
☐	96T	Rear Spoiler Traffic Light (requires 85R Rear Console Plate)	1330.00
☐	55B	BLIS® Blind spot monitoring (includes manual heated mirrors)	\$517.00
☐	19L	Lockable Gas Cap	\$17.00
☒	549	Mirrors – Heated Sideview	\$58.00
☐	593	Perimeter Anti-Theft Alarm – Requires key Fob (595)	\$114.00
☒	55F	Keyless-4 Fobs (N/A with keyed alike)	\$322.00
☒	76R	Reverse Sensing	\$261.00
☒	593	Keyed Alike Code <u>1284</u> Specify Current Key Alike Code	\$49.00
☐	65L	18" 5-spoke full face wheel covers w/ metal clips	\$58.00
☐	64E	18" painted aluminum wheels	\$451.00
☐	17A	Aux Air Conditioning (N/A with 63V)	\$579.00
☐	16D	Badge Delete	N/C
☐	63V	Cargo Storage Vault - includes lockable door/compartments light (N/A with 17A)	\$232.00
☐	55D	Scuff Guards	\$67.00
☒	60R	Noise Suppression Bonds (Ground Straps)	\$95.00
☒	18X	100 Watt Siren/Speaker (includes bracket and pigtail)	\$285.00
☐	43S	My Speed Fleet Management - allows admin to lower max vehicle speed and max audio volume / allows VMAX speed to be set in 5mph increments	\$58.00
☐	52B	Enhanced PTU Cooler – requires EcoBoost® Engine	\$2779.00
☐		Rustproof & Undercoating	\$395.00
☒	47A	Engine Idle Control	\$385.00
☐		4 Corner LED Strokes (aftermarket using 86P)	\$895.00
☒		CD-Rom service manual	\$325.00
☐		License and title fees M_____MP_____ (Includes Shipping)	\$203.00
☐		Delivery greater than 50 miles of dealership	\$150.00

Optional Maintenance & Warranty Coverage:

☐	ESP Extended Warranty Extra Care 5-Year 60,000 miles	\$1,620.00
☐	ESP Extended Warranty Base Care -3 year/100,000 miles	\$1,215.00
☐	ESP Extended Warranty Powertrain –6 year/100,000miles	\$1075.00
☐	ESP Extended Warranty Base Care – 6 year/100,000miles	\$1255.00

**Equipment Groups**

☒ 47C	Police Wire Harness Connector Kit – Front For connectivity to Ford PI Package solutions includes: • (2) Male 4-pin connectors for siren • (5) Female 4-pin connectors for lighting/siren/speaker • (1) 4-pin IP connector for speakers • (1) 4-pin IP connector for siren controller connectivity • (1) 8-pin sealed connector • (1) 14-pin IP connector	\$100.00
☒ 21P	Police Wire Harness connector Kit – Rear For connectivity to Ford PI Package solutions includes: • (1) 2-pin connector for rear lighting • (1) 2-pin connector • (6) Female 4-pin connectors • (6) Male 4-pin connectors • (1) 10-pin connector	\$123.00
☐ 65U	Police Interior Upgrade Package Includes: 1st & 2nd Row Carpet Floor Covering, Rear Cloth Seats, Center Floor Console less shifter- includes console Deletes the standard console mounting plate Note: Not available with options 67G, 67H, 67U	\$371.00
☒ 66A	Front Headlamp Lighting Solution Includes: Base LED low beam/halogen high-beam with wig-wag function, 2-white LED side warning lights, wiring, LED lights included, controller NOT included. Note: Not available with 67H; recommend using 67G or 67U	\$809.00
☐ 86P	Front Headlamp Housing Only Pre-drilled side marker holes (does not include lights) Pre-molded side warning holes with twist lock capability (does not include lights)	\$119.00
☒ 66B	Tail Lamp Lighting Solution Includes: Base LED lights plus 2-rear integrated white LED side warning lights, wiring, controller NOT included, N/A with 67H	\$404.00
☒ 66C	Rear Lighting Solution Includes two backlit flashing LED lights (mounted to inside lift gate glass), two lift gate flashing LED lights (not available with Police Interceptor package 67H)	\$433.00
☐ 86T	Tail Lamp Housing Only Pre-existing holes with standard twist lock-sealed capability, does NOT include LED lights. N/A w/66B and 67H	\$53.00
☐ 67U	Ultimate Wiring Package (n/a with Interior Upgrade Package) Includes the following: • Rear console mounting plate (85R)-contours through 2nd row; channel for wiring	\$524.00



	• Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear (overlay) • (2) light cables-supports up to (6) LED lights (engine compartment/grille) • (2) 50-amp battery and ground circuits in RH rear-quarter • (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring-supports up to (6) rear LED lights N/A with 65U, 67G, 67H	
☐ 67G	Cargo Wiring Upfit Package (n/a) with Interior Upgrade Package • Rear Console Mounting Plate • Wiring overlay harness w/lighting & siren interface connections • Vehicle engine harness: 2-light connectors, 2-grill light connectors, 2-50 amp battery ground circuits in power junction box, 2-10 amp siren/speaker circuit • Whelen lighting PCC8R control head • Whelen PCC8R Light Relay Center • Whelen specific cable connects PCC8R to control head • Pre-wiring for grill lights siren and speaker (not available with 65U 67H and 67U)	\$1,272.00
☐ 67H	Ready for the Road Package-not available with Interior Upgrade Package All-in Complete Package-Includes Police Interceptor Packages 66A 66B 66C plus • Whelen Cencom light controller • Whelen Cencom relay center/siren amp with traffic advisor • Light controller/relay Cencom wiring • Grille LED Lights • 100 Watt Siren/Speaker • (9) I/O digital Serial Cable (console to cargo) • Hidden door lock plunger & rear door handles inop • Rear console mounting plate (not available with 66A 66B 66C 67G 67U 65U)	\$3,244.00

Vinyl Options

☐ 91A	Two-Tone Vinyl Wrap - Package #1 Roof & Right/left, front/rear doors vinyl - white only (Not available with: 91C, 91D, 91E, 91F, 91G, 91H, 91J)	\$797.00
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☐ 91C	Two-Tone Vinyl Wrap - Package #3 Roof & Right/left front doors only vinyl - white only (Not available with: 91A, 91D, 91E, 91F, 91G, 91H, 91J)	\$665.00
☐ 91H	Two-Tone Vinyl – Roof white only (Not available with: 91A, 91C)	\$466.00
☐ 91J	Two-Tone Vinyl – LH/RH Front Doors white only (Not available with: 91A, 91C, 91D, 91E, 91F, 91G)	\$290.00
☐ 91D	Vinyl Word Wrap - POLICE (Non-Reflective) White (YZ) lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91E, 91F, 91G, 91J	\$755.00
☐ 91E	Vinyl Word Wrap - POLICE (Reflective) Black lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91F, 91G, 91J	\$755.00
☐ 91F	Vinyl Word Wrap - POLICE (Reflective) White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91G, 91J	\$755.00
☐ 91G	Vinyl Word Wrap - SHERIFF (Non-Reflective) White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91F, 91J	\$755.00

Options – Exterior

☐ BU	Medium Brown Metallic
☐ E3	Arizona Beige Metallic Clearcoat
☐ G1	Shadow Black
☐ HG	Smokestone Metallic
☐ J1	Kodiak Brown Metallic
☐ JL	Dark Toreador Red Metallic
☐ KR	Norsea Blue Metallic
☐ LK	Dark Blue
☐ LM	Royal Blue
☐ LN	Light Blue Metallic
☐ MM	Ultra Blue Metallic
☐ FT	Blue Metallic
☐ TN	Silver Grey Metallic
☐ UJ	Sterling Grey Metallic
☐ UX	Ingot Silver Metallic
☐ YG	Medium Titanium Metallic
☒ YZ	Oxford White
☐ E4	Vermillion Red

Options – Interior

☒	Charcoal Black w/vinyl rear	N/C
☐	Charcoal Black w/cloth rear	\$51.00



\$ 37,467

2018 Ford Expedition XL 4 Door

Contract # 171



Kunes Country Ford of Antioch



www.antiochford.com

Don Winslow: (847) 395-3900 / Cell: (224) 730-1021

dwinslow@kunescountry.com

GOOD THRU: Nov 21, 2018

Contract # 171



Kunes Country Ford of Antioch

SPC Contract Winner

2018 Ford Expedition XL 4 Door

Call Don Winslow (847) 838-7511

dwinslow@kunescountry.com

Standard Package: 37,583.00

Warranty: 3-Year 36,000-mile Limited Bumper to Bumper/ 5-year 60,000-mile Powertrain

Standard Equipment

Mechanic

- Engine- 3.5L Eco Boost V6
- Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- 10-speed Automatic Transmission with Select Shift Capability

Exterior

- Acoustic-Laminate Windshield
- Bumpers-Body Color
- Configurable Daytime Running Lamps (DRL)
- Door Handles-Body Color
- Easy Fuel Cap Less Fuel Filler
- Exhaust-Single
- Fascia-Painted Body Color
- Fog Lamps-Halogen
- Grille, Five Bar-Chrome Outer/Molded-In-Color Black Inner
- Liftgate with Lift glass-Manuel
- Privacy Glass-Second Row, Third Row and Liftgate
- Roof-Rack Side Rails-Black

- Running Boards, Platform-Black (Standard 100 A and 101A; Optional with SSV 102A)
- Tail lamps-Incandescent
- Tires-265/70R17 All-Terrain (A/T) OWL
- Wheels-17' Sparkle Silver-Painted Aluminum
- Windshield Wipers-Intermittent Front and Rear

Interior/Comfort

- Auto-Dimming Rearview Mirror
- Cargo Bin
- Center Console-Armrest and Storage Bin with Lid
- Climate Control
 - Cabin Particulate Air Filter
 - Manual Single Zone
 - Rear Auxiliary Controls
- Coat Hooks (4)
 - Second Row (2), Third Row (2)
- Cruise Control
- Cupholders (15)

- Front Row (6), Second Row (6), Third Row (3)
- Fixed Foot Pedals
- Floor Mats, Color-Keyed Carpet-All Rows
- Grab Handles-Front row, Second Row Pillar and Headliner Mounted
- Lighting
 - Front Overhead Console Mounted Map Lights
 - Illuminated Entry System with Courtesy Lamp Delay
 - Rear Cargo Area Light
 - Second and Third Row Dome Lights
- Overhead Console with Sunglass Storage and Conversation Mirror
- PowerPoints (12V) -(4)
 - Front row; one in center rack, one in front center console
 - Second row; one in rear section of center console
 - Rear Cargo Area; one
- Rear Cargo Area-Cargo Management System
- Seats-(5)
 - Passenger- Front and Second Rows-Cloth (Note: Availability only on 100A & 101A. SSV 102A First row cloth, Second row Vinyl)
 - Front Row 6-way Power Drivers Bucket Seat with Power Lumbar and Manual recline
 - Front Row 2-way Manual Passenger
 - Second Row- 40/20/40 Center Slide with Manual Recline
- Shifter- rotary Gear Shift Dial, Center Console Mounted (100A, 101A)
 - Steering Column Mounted (SSV 102A)
- Sliding Sun Visors with Illuminated Vanity Mirrors (Driver and Passenger)
- Steering Column
 - Manual Tilt/Telescoping (100a, 101A)
 - Manual Tint (SSV 102A)
- Steering Wheel-Leather Wrapped
- Storage

- Bins, Third Row
 - Glove Box
- Windows, Power-Front One-Touch Up/Down Feature

Safety/Security

- AdvanceTrac w/RSC (Roll Stability Control)
- Airbags-First Row: Driver and Passenger Dual Stage and Front-Seat Mounted Side-Impact
 - All Rows: Safety Canopy Side-Curtain with Rollover Sensor
- Cargo Net Cargo Protector
- Center High-Mounted Stop Lamp (CHMSL)
- Door Locks
 - Power
 - Auto lock/Auto unlock
 - Child-Safety Rear
- Electronic Stability Control
- Headlamps
 - Halogen
 - Wiper Activated
- Head Restraints
 - Manually Adjustable
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on all Second Row Seating Positions and Third Row Outboard Side Seating Positions
- Mirrors, Sideview-Manual-Folding, Power and Heated Glass, Security Approach Lamps, Integrated Blind Spot Mirrors and Molded-in Color Black Caps
- MyKey
- Perimeter Alarm (includes Passive Anti-Theft System (PATS))
- Personal Safety System 1
- Rear View Camera with Backup Assist Grid Lines and Washer
- Rear window Defroster and Washer
- Safety Belts-Front Row-Belt-Minder (Front Safety Belt Reminder)
 - Front Row-Adjustable Height

- Second and Third Rows-Outboard and Center Seat Shoulder
- SecuriLock Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System
- Trailer Sway Control Personal Safety System for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver's seat position sensor, crash severity sensor, restraint control module and Front-Passenger

DRIVER ASSIST TECHNOLOGY

- Headlamps
 - Headlamps-Autolamp (Automatic On/Off)
 - Hill Start Assist
- SYNC
 - Enhanced Voice Recognition Communications and Entertainment System
 - 911 Assist-- 4.2" LCD Screen in Center Stack
 - AppLink--Smart-Charging Multimedia USB Ports in Media Hub
 - Two (2) FUNCTIONAL
- Audio
 - AM/FM Stereo/Single CD Player
 - MP3 Capable
- 6 Speakers--Speed Compensated Volume Auto Stop-Start Technology
- Axle-Refer to the Axle Availability Table
- Electric Power-Assisted Steering (EPAS)
- Front and Rear Independent Suspension
- Instrument Panel Cluster
 - 2.3" Productivity Screen (100A 4x2 only, SSV 102A 4x2/4x4)
 - 4.2" Productivity Screen (100A 4x4 only, 101A 4x2/4x4)
 - Analog Display
 - Message Center
 - Outside Temperature Display
 - Trip Computer
- Keyless-Entry
 - Fob with Push-Button Start-2 (100A, 101A)—Integrated Key Transmitter -2 (SSV 102A)
 - SecuriCode Keyless-Entry Keypad
- Trailer Tow – Class IV Trailer Hitch (Trailer Tow Connector, 4-pin/7-pin wiring, Class IV trailer hitch receiver)

4WD EXPEDITION INCLUDES

- Hill Descent Control
- Intelligent 4WD
- One-Speed Transfer Case
- Terrain Management System (Not available on SSV 102A)
- Tow Hooks

Optional Equipment Packages & Other Options

	Item/Description	Code	Price
☐	Expedition 4x2 XL	U1F	\$(2,168.00)
☒	Expedition 4x4 XL	U1G	N/C
☐	Expedition MAX 4x2 XL	K1F	\$ (616.00)
☐	Expedition MAX 4x4 XL	K1G	\$ 3,783.00
☒	3.5L Eco Boost V6 Engine with Auto Start-Stop Technology	99T	STD
☒	10-Speed Automatic Transmission with Select Shift Capability	44U	STD
☒	Block Heater	414	\$ 33.00
☐	101A Equipment Group Engine: 3.5L Ecoboost V6, includes auto start/stop technology; Transmission: 10 speed automatic w/ select shift; 3:31 axle ratio GVWR: TBD Tires: P265/70R17 AT OWL; 17" Sparkle silver-painted aluminum; cloth front bucket seats; 5 passenger seating; includes 6-way power driver seat w/manual recline and power lumbar and 2-way manual passenger seat; Radio: am/fm stereo cd/mp3 player, includes enhanced voice recognition, 911 assist, 4.2" LCD display in center stack, applink and (1) smart charging USB port; 3 rd row 60/40 Power fold slip seat; sirus satellite radio: Not available in ALaska or Hawaii, includes 6 month prepaid subscription.		\$ 1,180.00
☒	102A Equipment Group Engine: 3.5L Ecoboost V6, includes auto start/stop technology; Transmission: 10 speed automatic w/ select shift; 3.73 Electronic Limited Slip Differential, Tires: P265/70R17 AT OWL; 17" Steel wheels; cloth front bucket seats; 5 passenger seating; includes 6-way power driver seat w/manual recline and power lumbar and 2-way manual passenger seat @nd row Vinyl;		\$(1,476.00)

	Radio: am/fm stereo w/sync cd/mp3 player, speed-compensation volumn, includes enhanced voice recognition, 911 assist, 4.2" LCD display in center stack, applink and (1) smart charging USB port; column shifter; vinyl floor covering; vinyl 2 nd row seating		
☐	102A MAX Equipment (EL Series) SSV- Special Service Vehicle Same as Regular Length w/steel wheels		\$(2,593.00)
☐	Skid Plates		\$190.00
☐	Heavy-Duty Trailer Tow Package Heavy-Duty Engine Radiator, 3.73 Electronic Limited-slip differential, Integrated Brake Controller, Two-Speed Automatic(4x4 only) w/neutral tow capable.	536	\$ 1,592.00
☒	Fleet Convenience Package Power Adjustable Pedals, Reverse Sensing System	50C	\$ 352.00
☐	Seats -- 40/20/40 Cloth Bench, Second Row(102A Only)	21B	\$104.00
☐	Seats -- 60/40 Power Fold- 3 rd row	87P	\$ 774.00
☐	Cargo Mat - Reversible	55R	\$ 37.00
☐	Floor Liners, Front and Second Rows	47B	\$ 114.00
☐	Running Boards, Platform - Black 102A	18B	\$ 385.00
☒	Front License Plate Bracket: standard in states requiring two licenses plates & Optional to all others	153	N/C
	Fleet Only Options		
☐	Daytime Running Lamps (non-Configurable) Note: Replaces the standard Configurable Daytime Running Lamps (DRL)	942	N/C
☒	Service Manual-CD		\$ 225.00
☒	Cold Weather Package		N/A
☐	Package Series XLT (Ext Length)		\$8,442.00
☐	Package Series XLT (regular length only)	200A	\$ 7,465.00
☒	6' Utility Spotlight <i>UTILITY LED SPOTLIGHT</i>		\$ 325.00 475.00
☐	CD ROM Service Manual or USB Drive		\$ 225.00
☒	Ignition Override		\$ 275.00
☐	Remote Start		\$ 466.00
☐	Splash Guards (Set of 2)		\$ 101.00
☐	4 Corner Strokes		\$ 780.00

☐	FX 4 Off-road Package includes: wheels - 18" magnetic painted cast aluminum; electronic limited slip 2.373 axle ratio; premium off- road front and rear shocks; 2-speed automatic 4WD, includes neutral towing capable, heavy duty radiator, fuel tank under body protection, fx4 badging, skid plates, chrome plated running boards, 1 st and 2 nd row floor liners	17F	\$ 1,769.00
☐	Driver Assist Package	66D	N/A
☐	Cargo Package (200A only) Advanced Cargo Management, Roof-Rail Crossbars(black)	96C	\$ 471.00
☐	Delivery over 50 miles		\$ 100.00
☐	New Municipal Plates and Title		\$ 105.00
☐	Rust-Proofing		\$ 275.00
☐	Under-Coating		\$ 275.00
☐	Transfer Plates		\$120.00
☐	EXTENDED WARRANTY:		
☐	3 YR/100,000 MI Powertrain		\$ 900.00
☐	5 YR/60,000 MI Base Care		\$ 750.00
☐	7 YR/75,000 MI Powertrain		\$ 1,320.00
☐	7 YR/75,000 MI Premium Care		\$ 1,540.00
☐	7 YR/100,000 MI Premium Care		\$ 1,715.00
☐	6 YR/100,000 MI Premium Care		\$ 1,575.00

COLORS:		
Stone Gray	☐	
Blue	☐	
Shadow Black	☒	
White Gold	☐	
Magnetic Gray	☐	
Race Red	☐	
Ingot Silver	☐	
Oxford White	☐	



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Purchase
Prepared By: Dave Buckley

SCHEDULED

AGENDA ITEM (ID # 3323)

DOC ID: 3323 A

Authorize the Village Manager to execute the award of a contract in partnership with DuPage County Procurement Services, which is an authorized exception in the purchasing policy of the Municipal Code, to Detroit Salt Company LLC of Detroit, Michigan for the purchase of 1,520 to 2,470 tons of bulk rock salt, in an amount not to exceed \$165,861 to be expensed to the Motor Fuel Tax Fund, and for the purchase of 380 tons of emergency bulk rock salt, if needed, in an amount not to exceed \$28,588 to be Expensed to the Motor Fuel Tax Fund (Public Works Director Hansen)

Background:

In 2014, Glen Ellyn utilized DuPage County's "Bulk Rock Salt" bid to diversify salt procurement sources and to investigate possible cost benefits. The county made their bid available to all DuPage County municipalities and townships with an alternate quote for the total municipality/township salt request. DuPage County is a proponent of shared services. In 2014, Glen Ellyn received 50% of the total salt needed for the winter season from the DuPage County bid and 50% from the State of Illinois bid. Glen Ellyn did not participate in the joint purchase program offered by the State of Illinois in 2015, 2016, or 2017, as the County bid was an all-in requirement. Public Works used the DuPage County Bid as the sole source for salt delivery for the last three years with little to no adverse consequences. This was due to favorable pricing as well as additional delivery quantities and specifications that benefited those municipalities who participated in the bid.

The favorable delivery quantities and specifications of the County bid vs. the State bid are as follows: better options on bid amounts (80%-130% with the possibility to extend to 150% vs 80%-120% with no extension), better delivery options than the state (3 working days from date of order vs. 7 days), better options for purchasing less than 80% (pay for 80% but vendor stores unused portions to be delivered the following year at no additional cost to the municipality vs. required to pay and take delivery of 80% of salt order), and better options for early delivery of salt (declared amount by 9/30 vs. no option). Glen Ellyn has utilized the 130%-150% option to substitute going out to bid for Emergency Salt, as was the case from 2007-2013. (No vendors bid on emergency salt for the 2014-15 season due to the salt shortage in the winter of 2013-14.)

Subject:

Due to the positive results of using the County bid process the last 4 years, Public Works placed an order for 1,900 tons of salt to be delivered between December 1, 2018 and May 31, 2019. Public Works did not opt in for the early delivery of salt; there is currently 200 tons of salt in storage. The low bid was by The Detroit Salt Company LLC for \$67.15/ton, an increase of \$15.66/ton (+30%) from 2017-18 pricing. Due to the severe winter in the upper Midwest and Northeast, salt supply is low. (Salt vendors are predicting higher prices for the State of Illinois bid which was let at a later

date than the DuPage County bid.) Public Works has requisitioned a total of 1,900 tons of salt through DuPage County Procurement Services. Per the contract, we are obligated to purchase between 80% (1,520 tons) and 130% (2,470 tons) of the 1,900 ton order, dependent on winter weather.

Detroit Salt provided a quote to municipalities for the additional 130%-150% quantities for \$75.23/ton, an increase of \$18.74/ton (+33%) from 2017-18 pricing. This 130%-150% (equal to 380 tons of salt) eliminates the need for Glen Ellyn to secure an emergency salt contract. The need for emergency salt is associated with Glen Ellyn's lack of salt storage; Glen Ellyn can store only 800 tons of salt at any one time during the winter season and 200-400 tons during the remainder of the year without adversely affecting non-winter operations.

Glen Ellyn has approximately 200 tons of salt currently in storage, and can purchase 2,850 tons of salt on the proposed 2018-19 contract for a maximum combined total of 3,050 tons of salt for snow and ice removal for the winter of 2018-19. Average salt use in a winter season is 2,100 tons; last year Public Works used 2,400 tons of salt for snow and ice removal.

Budget Impact:

Based on the bid quantities, Public Works expects salt expenses to be between \$102,075 (1,520 tons) and \$165,860 (2,470 tons). These funds will be charged to the Motor Fuel Tax Fund. The FY18 budget has \$231,000 budgeted for salt of which approximately \$100,000 has been spent to date. Salt purchases in January, February and March 2018 were charged to a purchase order carried over from FY17. This leaves \$131,000 budgeted dollars for November - December salt purchases. Average salt use in November-December is 890 tons with average costs of approximately \$60,000. Unused dollars of this requested approval will be carried over into FY19 for salt purchases in January-March 2019 from Detroit Salt.

The emergency salt (130%-150%) is \$75.23; if Glen Ellyn were to use all 380 tons, this would be an additional \$28,590 incurred by the budget. This emergency salt would more than likely be utilized in early 2019.

The FY19 Salt budget amount in the MFT Fund will be adjusted accordingly to cover the increase in salt pricing based on normal winter season experience. This will only be a projection as the budget is completed before the start of the 2018-19 snow season begins.

Recommendation

Approve the purchase of salt through the DuPage County procurement services bid. Detroit Salt Company LLC is the low bid for supplying salt to Glen Ellyn.

Action Requested:

Authorize the Village Manager to execute the award of a contract in partnership with DuPage County Procurement Services, which is an authorized exception in the purchasing policy of the Municipal Code, to Detroit Salt Company LLC of Detroit, MI, for the purchase of 1,520 to 2,470 tons of bulk rock salt, in an amount not to exceed \$165,861 to be expensed to the Motor Fuel Tax

Fund, and for the purchase of 380 tons of emergency bulk rock salt, if needed, in an amount not to exceed \$28,588 to be expensed to the Motor Fuel Tax Fund.

List of Attachments:

Salt Contract Agreement 2018-19

Salt Contract - Detroit Salt 2018-19 - DuPage County

DuPage County Bulk Rock Salt Bid Tab

ATTACHMENTS:

- SALT CONTRACT AGREEMENT 2018-19 (DOCX)
- Salt Contract - Detroit Salt 2018-19 - DuPage County (PDF)
- DuPage County Bulk Rock Salt Bid Tab (PDF)

CONTRACT AGREEMENT
BULK ROCK SALT CONTRACT BETWEEN THE
DETROIT SALT COMPANY LLC AND THE VILLAGE
OF GLEN ELLYN

THIS AGREEMENT is entered into this 29th day of May, 2018, between the Village of Glen Ellyn, located at 535 Duane St, Glen Ellyn, IL 60137 (hereinafter referred to as the VILLAGE), and The Detroit Salt Company LLC, licensed to do business in the State of Illinois, located at 12841 Sanders, Detroit, MI 48217 (hereinafter referred to as the CONTRACTOR).

RECITALS

WHEREAS, the VILLAGE requires the goods and/or services specified in the attached DuPage County Bulk Rock Salt Bid (opened on April 25, 2018) for its Department of Public Works, located at the 30 S Lambert Rd, Glen Ellyn, IL 60137; and

WHEREAS, the CONTRACTOR provided the VILLAGE with a quote for the unit cost for quantities between 80%-130% of projected usage (1,900 tons) at \$67.15/ton and 130%-150% of projected usage at \$75.23/ton, and

WHEREAS, the CONTRACTOR is the vendor selected pursuant to the bid process and is willing to perform under the terms of the Bid and this Contract.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree that

1.1 CONTRACT DOCUMENTS

1.2 This Contract includes all of the following component parts, all of which are fully incorporated herein and made a part of the obligations undertaken by the parties:

- 1.2.a Bid Invitation
- 1.2.b Project Information
- 1.2.c Instructions to Bidders
- 1.2.d General Conditions
- 1.2.e Special Conditions
- 1.2.f Insurance Requirements
- 1.2.g Specifications
- 1.2.h Bid Form (including Bid Form Pricing and Bid Form signature page)
- 1.2.i Vendor Ethic Disclosure
- 1.2.j W9 Form
- 1.2.k References
- 1.2.l Exhibits

1.3 All documents are or will be on file in the office of the Finance Department, Civic Center, 535 Duane St, Glen Ellyn, IL 60137.

1.4 In the event of a conflict between any of the above documents, the documents control from top to bottom; i.e., "a" controls over "b".

2.1 DURATION OF THIS CONTRACT

2.2 Unless terminated as provided in the Bid Invitation, the term of this Contract shall be a one year period beginning on June 1, 2018 and continuing through May 31, 2019.

2.3 The Contract term is subject to renewal according to the Bid Invitation Specifications.

2.4 In no event shall the term plus renewals exceed four (4) years.

3.1 BID PRICES AND PAYMENT

3.2 The Contractor shall provide the required goods and or services described in the Bid Specifications for the prices quoted on the Bid Form.

3.3 The VILLAGE shall make payment, except that no payment shall be approved where the Contractor has failed to comply with certified payroll requirements of the Illinois Prevailing Wage Act or Davis Bacon Act.

VILLAGE OF GLEN ELLYN, ILLINOIS

4.0 AMENDMENTS

4.1 This Contract may be amended by mutual agreement.

4.2 All amendments will conform to State of Illinois Statutes and VILLAGE procedures for Change Orders.

5.1 CONTRACT ENFORCEMENT- ATTORNEY'S FEES

5.2 If the VILLAGE is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Contract, and by reason thereof, the VILLAGE is required to use the services of an attorney, including the States Attorney, then the VILLAGE shall be entitled to reasonable attorney's fees and all expenses and costs incurred by the VILLAGE pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.

6.1 SEVERABILITY CLAUSE

6.2 If any section, paragraph, clause, phrase or portion of this Contract is for any reason determined by a court of competent jurisdiction to be invalid and unenforceable, such portion shall be deemed separate, distinct and an independent provision, and the court's determination shall not affect the validity or enforceability of the remaining portions of this Contract.

7.0 GOVERNING LAW

7.1 This Contract shall be governed by the laws of the State of Illinois both as to interpretation and enforcement. Venue for all disputes will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

8.1 ENTIRE AGREEMENT

8.2 This Contract, including the documents listed in 1.1, contains the entire agreement between the parties.

8.2 There are no covenants, promises, conditions, or understandings; either oral or written, other than those contained herein.

IN WITNESS WHEREOF, the parties set their hands and seals as of the date first written above.

THE DETROIT SALT COMPANY, LLC

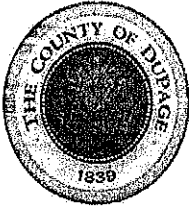
VILLAGE OF GLEN ELLYN

By: _____

Authorized Signature

By: _____

President or Village Manager



DuPage County Procurement Services Division
421 North County Farm Road, Room 3-400
Wheaton, Illinois 60187-3978
Bulk Rock Salt #18-093-JM

**THE COUNTY OF DUPAGE
NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that sealed bids will be received and time stamped by the Procurement Officer, for The County of DuPage ("County") on or before Wednesday, April 25, 2018 at 2:30 p.m. at Finance Department – Room 3-400, The County of DuPage, 421 N. County Farm Road, Wheaton, IL 60187-3978 for the following contract: BULK ROCK SALT #18-093-JM. Bid document, including specifications, may be obtained from the Finance Department by phone at 630-407-6181 or onsite during regular business hours at no cost or from the internet via www.demandstar.com. All bids must be received prior to the date and time shown above. Bids transmitted by email or facsimile (fax) will not be accepted.

Date	Bid Event Activity
April 09, 2018	Legal Notice Advertisement Placed
April 18, 2018 4:00 pm CST	Questions due to Buyer Email: joan.mcavoy@dupageco.org
April 20, 2018 4:00pm CST	Final Q&A Addendum Published
April 25, 2018 2:30pm CST	Submittals Due to Finance Office

COUNTY OF DU PAGE, ILLINOIS

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COUNTY OF DU PAGE, ILLINOIS

PROJECT INFORMATION

PROJECT NAME:	BULK ROCK SALT
USER DEPARTMENT:	DIVISION OF TRANSPORTATION

✓	SUBMITTAL CHECKLIST (BID PACKET SHOULD BE RETURNED IN ITS ENTIRETY)
	ORIGINAL BID WITH ONE (1) BUSINESS CARD ATTACHED
	TWO (2) COPIES WITH ONE (1) BUSINESS CARD ATTACHED TO EACH
	ADDENDA NUMBER ACKNOWLEDGED, IF APPLICABLE
	REFERENCES
	PROPOSAL PRICING (INCLUDING UNIT PRICES, WHERE REQUIRED)
	CERTIFICATION/PROPOSAL SIGNATURE AFFIDAVIT PAGE, COMPLETED, WITH SEAL (IF CORPORATION) NOTARY PUBLIC AND AUTHORIZED SIGNATURE
	JOINT PURCHASING SECTION, COMPLETED
	BID SECURITY/BID BOND FOR GROUP 1 – 5% SUBMITTED WITH BID
	COMPLETED VENDOR ETHICS DISCLOSURE FORM
	COMPLETED IRS-Form W-9

AWARDED CONTRACTOR REQUIREMENTS	
PERFORMANCE BOND	20%, DUE WITHIN 10 DAYS OF NOTICE OF AWARD
CERTIFICATE OF INSURANCE	DUE WITHIN 15 DAYS OF NOTICE OF AWARD
ILLINOIS SECRETARY OF STATE CORPORATE/LLC CERTIFICATE OF GOOD STANDING FOR CURRENT YEAR	http://www.cyberdriveillinois.com/departments/business_services/howdoi.html

Any communication regarding this invitation between the date of issue and date of award is required to go through the Buyer listed below (or, in the Buyers absence, the Procurement Officer).

Unauthorized contact with other DuPage County staff or officers is strictly forbidden.

BUYER:	Joan McAvoy	PHONE:	(630) 407-6181
EMAIL:	Joan.mcavoy@dupageco.org		

COUNTY OF DU PAGE, ILLINOIS

INSTRUCTIONS TO BIDDERS

ON-LINE NOTIFICATION OF SPECIFICATIONS:

This document is available over the Internet at www.DemandStar.com or www.co.dupage.il.us, as well as from the Buyer listed in this document.

Businesses without Internet access may contact the Buyer listed on page 1.

Companies interested in doing business with the County are able to register and maintain their registration via the Internet at www.DemandStar.com. Registration is not required but if you choose to register you will receive an automatic initial notification from DemandStar of relevant opportunities with the County of DuPage.

The County is not responsible for errors and omissions occurring in the transmission or downloading of any specifications from this website. In the event of any discrepancy between information on this website and the hard copy specifications, the terms of the hard copy specification will prevail.

ON-LINE PROVIDER DISCLAIMER:

DemandStar.com has no affiliation with the County of DuPage other than as a service that facilitates communication between the County and its vendors. DemandStar.com is an independent entity and is not an agent or representative of the County. Communications to DemandStar.com do not constitute communications to the County.

BID REQUIREMENTS:

All bids must be submitted on the blank bid form furnished with these contract documents and shall conform to the terms and conditions set forth in this Invitation to Bid (the ITB). Please make and retain a copy of your Bid Response for your records. The bid must be enclosed in a sealed envelope bearing the bid number and the printed title of the bid. **Bidders must sign, in ink, the bid form where indicated and have the signature notarized.**

Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

ALTERNATE/EQUAL BIDS:

The specifications cannot cover precisely all minute details of the equipment required. Therefore, for purposes of establishing a standard of quality, the items listed in the specification may state brand names, manufacturer's models, numbers, et cetera. The County of DuPage, for cost effective measures, standardizes on specific items; those bids will contain the language "NO SUBSTITUTIONS," and any alternative will not be considered. A generic or alternate brand product of equal specifications may be proposed as an alternative for the item identified unless "NO SUBSTITUTIONS," is indicated. However, in bidding the alternate item, the bidder must also attach manufacturer's printed specifications and literature and bid must be clearly marked as an ALTERNATE.

Bidders submitting alternate items, of equal specifications, may be requested to provide samples of the item they intend to supply for testing. The Procurement Officer of DuPage County shall be the sole judge to determine whether the alternate item is actually equal to the item identified in the specifications, and the Procurement Officer's decision will be final and binding.

Bidders are encouraged to submit cost-saving/value-added alternate bid pricing suggestions, such as rebates, creative lease agreements, extended warranty periods, trade-in allowances, or the availability of discounts for floor model or demonstrator units at significant savings. Any alternate pricing should be noted as a separate line that may be subtracted from the bid pricing as specified, allowing for clear evaluation and value-analysis by the County.

The County recognizes the expertise provided by many bidders and encourages creativity in bidding. Alternates may be considered if the bid submitted clearly indicates what will be furnished and how it will benefit the County. Alternates will be compared to the lowest responsive, responsible bid as specified.

COMPETITION INTENDED:

It is the County's intent that this Invitation to Bid (ITB) permits competition. It shall be the bidder's responsibility to advise the Buyer in writing if any language, requirement, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this ITB to a single source. Such notification must be received by the Buyer no later than seven (7) days prior to the date set for bids to close.

COUNTY OF DU PAGE, ILLINOIS

COMPLIANCE WITH ILLINOIS STATE LAW:

By submitting a response, bidder [offeror] certifies that it has obtained any and all required authorizations, certifications, and/or licenses required by law in order to perform the work described herein and transact business within the State of Illinois. This includes, but is not limited to, in the case of a foreign business corporation, limited liability company, limited partnership, or limited liability partnership, authorization from the Illinois Secretary of State to transact business within the State of Illinois.

DEVIATIONS:

The County of DuPage reserves the right to approve any material the Bidder proposes to furnish which contains deviations from specification requirements but which may substantially comply. If there is any deviation in the pack, source, quality, etc., of an item bid, from that prescribed in the specifications, Bidder must rule out the appropriate line in the specifications and clearly indicate the correction. Prices will be converted by the County to accommodate accepted deviations.

EXCEPTIONS:

Exceptions will be considered up to the deadline listed in Project Information. Exceptions must be fully described, on the Bidder's letterhead and signed; exceptions must reference the bid number and the specification, contract term or other portion of the Invitation to Bid which is being accepted. If the Bidder wishes to propose terms and conditions or alternative paperwork it must do so as an exception. In the absence of such statement, the bid shall be considered as if submitted in strict compliance with all terms, conditions, and specifications; by its submission, the Bidder agrees that if selected, it will be bound by same. No exceptions or changes to contract terms will be accepted with the bid.

EXAMINATION BY BIDDER:

The Bidder shall, before submitting his bid, carefully examine the bid and specifications. If his bid is accepted, he will be responsible for all errors in his bid resulting from his failure or neglect to comply with these instructions.

Unless otherwise provided in the SPECIAL CONDITIONS, when the specifications include information pertaining to preliminary investigations made by the County, such information represents only the opinion of the County of DuPage as to the location, character or quantity of the materials encountered. That information is only included for the convenience of the Contractor. The County of DuPage does not warrant the accuracy or the sufficiency of the information and assumes no responsibility therefore.

ELECTRONIC TRANSMITTALS:

Facsimile and/or e-mail transmitted bids will not be accepted by the County of DuPage.

INTERPRETATION OF CONTRACT DOCUMENTS:

If a potential Bidder is uncertain as to the meaning of any part of the specifications of this ITB, the Bidder is expected to contact the Procurement Services Division up to the deadline listed on the Project Information page for Exceptions to Bids.

PREPARATION OF BIDS:

The Bidder shall return his bid on the attached bid forms. It must be returned with all pages intact. Please make and retain a copy of the signed bid for your records. Unless otherwise stated, all blank spaces on the bid page or pages, applicable to the subject specification, shall be correctly filled in. Either a unit price or a lump sum price, or both as the case may be, shall be stated for each and every item, either typed in or printed in ink, in figures, and if required in words. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

When a bid consists of a number of items, prices must be submitted for all items unless otherwise directed in the Special Conditions.

Where unit prices are to be bid, and/or where bids are to be made on more than one item, the Bidder shall extend the unit price(s) bid in the places provided on the pricing pages for the approximate quantities, shall compute the total amount of the bid and shall indicate the same on the proposal pricing page. The Bidder must bid in accordance with the unit(s) of measure called for unless deviation procedure is followed. All extensions and total sums are

COUNTY OF DU PAGE, ILLINOIS

subject to verification by the County and the correct extensions and sums will be used in the comparison of bids. If a discrepancy exists between the unit prices and totals, the unit prices shall prevail. If a discrepancy exists between the total base bid and the true sum of the individual bid items, the true sum shall prevail.

Where unit prices are requested, the quantities stated are approximate only but will be used to determine bid award. The quantities for all items on which bids are to be received on a unit price basis, will not be used in establishing final payment due the Contractor. Bids will be compared on the basis of the number of units stated in the Bid Pricing Section. Contract payment for unit price items will be based on the actual number of units delivered.

In certain cases, amounts are to be shown in both words and figures. When discrepancies occur between the "Written in Words" and the "In Figures" amounts for the total lump sum bid amount, the "Written in Words" shall govern.

Bidders are warned against making any erasures or alterations of any kind, and bids that contain omissions, erasures, conditions, or alterations may be rejected. The bidder must fill in all blanks. Use "N/A" or "None" where applicable.

If the Bidder is a corporation, the President shall execute the bid. In the event that the bid is executed by anyone other than the President, a certified copy of that section of the corporate bylaws or other authorization by the corporation, which permits the person to execute the offer for the corporation, shall be submitted.

If the Bidder is a partnership, all partners shall execute the bid, unless one partner has been authorized to sign for the partnership, in which case, evidence of such authority satisfactory to the Procurement Officer shall be submitted.

If the Bidder is a sole proprietor, the owner shall execute the bid.

A "Partnership" or "Sole Proprietor" operating under an Assumed Name shall be registered with the Illinois County in which located, as provided in the Illinois Compiled Statutes, 805/ILCS 405/1 et seq.

SUBMISSION OF BIDS:

The Bidder shall be responsible for delivery of bids to the Procurement Services Division before the date and hour set for the opening of bids. Late bids will not be considered and will be returned unopened.

All bids must be received in sealed envelopes that have your name and address in the UPPER left corner and the attached label filled in and pasted on the LOWER left corner.

Bids mailed "EXPRESS MAIL" must have bid number and due date on the outside of the EXPRESS MAIL envelope.

You must allow sufficient time for processing through the County's internal mailroom system.

PROPRIETARY INFORMATION:

Under the Illinois Freedom of Information Act, all records in the possession of DuPage County are presumed to be open to inspection or copying, unless a specific exception applies. 5 ILCS 140/1.2 One exception is "[t]rade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business, and only insofar as the claim directly applies to the records requested." 5 ILCS 140/7(1)(g). The County will assume that all information provided to us in a bid or proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an un-redacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception.

CONTRACT AWARD INFORMATION:

The successful bidder will be asked to sign a contract agreement (sample attached).

COUNTY OF DU PAGE, ILLINOIS

If the bidder wishes to propose terms and conditions or alternative paperwork he must do so as an exception (see EXCEPTIONS above).

Award notification will be sent to the vendor receiving the award via mail, e-mail or fax. Award status can be viewed at www.DemandStar.com.

Response summaries will be available over the Internet at www.DemandStar.com. This summary information will include bids that were delivered by the required bid opening date and time.

The above bid status information can also be obtained by contacting the Buyer.

END OF INSTRUCTIONS TO BIDDERS

COUNTY OF DU PAGE, ILLINOIS

GENERAL CONDITIONS**ADDENDUM AND SUPPLEMENT TO INVITATION TO BID (ITB):**

If it becomes necessary or advisable to revise any part of this ITB or if additional data is necessary to enable the exact interpretation of provisions of this ITB, revisions will be provided in the form of an Addendum. If revisions are made after any mandatory Pre-Bid conference, the revisions will be provided only to those Contractors who will have attended the Pre-Bid conference.

Addendum information is available over the internet at www.DemandStar.com. Adobe Acrobat® Reader may be required to view this document. We strongly suggest that you check for any addendum a minimum of forty-eight (48) hours in advance of the bid deadline.

APPLICABLE CODES AND ORDINANCES:

Contractor hereby certifies that all materials used conform to all articles and sections of all current applicable National Building Codes and other relevant construction-related codes. Workmanship and materials shall conform to all local applicable codes and ordinances.

CHANGES:

The County of DuPage reserves the right to make any desired change in the specifications after the same shall have been put under contract; but the change so made, with the price to be added or deducted from the contract price, therefore, shall be agreed upon in advance between County of DuPage and the successful Contractor.

Illinois law requires that changes in excess of \$10,000 or extensions greater than thirty (30) days must comply with the Criminal Code. The Procurement Services Division shall issue to the successful contractor a written change order to the original contract; such change orders shall be binding upon both parties thereto and shall in no way invalidate or make void the terms of the original contract not modified by such change.

COMMENCEMENT OF WORK:

The successful Contractor must not commence any billable work prior to the County's execution of the contract or until any required documents have been submitted. Work done prior to these circumstances shall be at the Contractor's risk.

COMMUNICATIONS:

To create a more competitive and unbiased procurement process, the County desires to establish a single point of contact throughout the procurement process. From the issue date of this solicitation, until a contract has been awarded, all requests for clarification or additional information regarding this solicitation, or contact with the County personnel concerning this solicitation or the evaluation process, must be solely to the contact person listed on the cover page of this solicitation.

No contact regarding this document with other County employees or officers is permitted unless expressly authorized by the Buyer issuing the solicitation. A violation of this provision is cause for the County to reject the Bidder's proposal. If it is later discovered that a violation has occurred, the County may reject any proposal or terminate any contract awarded pursuant to this solicitation.

Questions will be answered within two (2) business days via email with a return reply acknowledging receipt of the email requested. Questions and answers regarding the Scope of Work/Specifications will be shared with all bidders.

All contact with the Buyer issuing this solicitation, regarding this document, must be in writing by email; email "Subject:" line must contain Bid Number.

CONFIDENTIAL INFORMATION AND COUNTY PROPERTY:

It is agreed that all specifications, drawings, or data furnished by County of DuPage shall (1) remain the County of DuPage's sole and exclusive property; (2) be considered and treated by Contractor as County of DuPage's confidential information, and not be copied, reproduced or duplicated in any manner or disclosed to any person or party, except as is necessary in the performance of this contract and (3) be returned upon request.

COUNTY OF DU PAGE, ILLINOIS

CONTRACTOR PERFORMANCE:

The Instructions to Bidders, Bid Form, General Conditions, Special Conditions, Contract Specifications and Attached Exhibits, together with the approved purchase order shall be incorporated in and become terms of the Contract. All items shall be supplied in strict accordance with the specifications. The Contractor's performance under the terms of the Contract shall be to the satisfaction of the County. Failure to comply with any statutory requirements shall be deemed a performance breach.

DISCIPLINE:

Nothing herein shall be construed to imply that the County of DuPage is retaining control over the operative details of the Contractor's work or the Subcontractor's employee's work. The Contractor is assuming all oversight, and the Contractor is ensuring compliance with safety guidelines.

DRUG FREE WORKPLACE:

The Contractor (whether an individual or company) agrees to provide a drug free workplace as provided for in 30 ILCS 580/1 et seq.

ENDORSEMENTS:

Contractor shall not use the name, seal or images of County of DuPage in any form of endorsement to any third-party without the County's written permission.

F.O.B.:

All goods are to be shipped prepaid, F.O.B. delivered and installed. The total price quoted by the Bidder must be the total cost delivered to the location(s) stated. Bidder must not qualify his bid by stating a F.O.B. location other than such stated location(s). Shipments sent C.O.D. without County of DuPage's written consent will not be accepted and will at Contractor's risk and expense, be returned to Contractor. Unauthorized shipments are subject to rejection and return at Contractor's expense.

FORCE MAJEURE:

The County of DuPage shall not hold Contractor liable for an extraordinary interruption of events, or damage of County property, by a natural cause that cannot be reasonably foreseen or prevented; i.e., droughts, floods, severe weather phenomena, et cetera.

HOLDING OF BIDS:

Bidder may withdraw the bid at any time prior to the time specified as the closing time for the receipt of bids. However, no Bidder shall withdraw or cancel the bid for a period of ninety (90) calendar days after said closing time for the receipt of bids. Unauthorized withdrawal may result in forfeiture of the bid bond, or if no bid bond is required, the withdrawing Bidder shall pay the sum of \$1,000.00 as liquidated damages for the County's loss in re-bidding.

INDEMNITY:

The Contractor shall, at all times, to the extent permitted by law, fully indemnify, hold harmless, and defend the County and its officers, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way growing out of the performance of this contract by the Contractor and its employees, or because of any act or omission, neglect or misconduct of the Contractor, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise, and any claims that may be made by the employees themselves or by the Illinois Department of Labor for the Contractor's violation of the Illinois Prevailing Wage act (820 ILCS 130/1 et seq.).

Such indemnity shall not be limited due to the enumeration of any insurance coverage or bond herein provided.

Nothing contained herein shall be construed as prohibiting the County, its officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them. The Contractor shall likewise be liable for the cost, fees and expenses incurred in the County's or the Contractor's defense of any such claims, actions, or suits.

The Contractor shall be responsible for any damages incurred because of its errors, omissions or negligent acts and for any losses or costs to repair or remedy construction because of its errors, omissions or negligent acts.

COUNTY OF DU PAGE, ILLINOIS

The County does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq. due to indemnification or insurance.

LAW GOVERNING:

The ITB and resulting contract shall be governed by the laws of Illinois. Bidder agrees to comply with all applicable State and Federal laws.

LIENS, CLAIMS, AND ENCUMBRANCES:

Contractor warrants and represents that all the goods and materials ordered herein are free and clear of all liens, claims, or encumbrances of any kind.

LOBBYIST REGISTRATION:

Bidder shall comply with the provisions of Chapter 2, Article IX, Section 2-600, Lobbyist Registration of the Code of DuPage County, Illinois.

MSDS:

When applicable, Contractor shall furnish Material Safety Data Sheets for their products, in compliance with the Illinois Toxic Substance Disclosure to Employee Act and the "Right-to-Know" law, 820 ILCS 220/0.01 and 820 ILCS 225/0.1. Material Safety Data Sheets, upon award of Contract, shall be submitted to the County Procurement Services Division.

MISCELLANEOUS REQUIREMENTS:

The County will not be responsible for any expenses incurred by the Contractor in preparing and submitting a Bid. All Bids shall provide a straightforward, concise delineation of your capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.

NON-DISCRIMINATING:

The Contractor, its employees and subcontractors, agree not to commit unlawful discrimination and agree to comply with applicable provisions of the Illinois Human Rights Act, the U.S. Civil Rights Act and Section 504 of the Federal Rehabilitation Act, and rules applicable to each.

PATENTS:

Contractor undertakes and agrees to defend at Contractor's own expense all suits, actions, or proceedings in which the County of DuPage, its Officers, agents or employees are made defendants for actual or alleged infringement of any U.S. or foreign letters patent resulting from the use or sale of the items purchased hereunder. Contractor shall inform the County of DuPage whenever infringement will result from Contractor's adherence to specifications supplied by the County of DuPage or by an authorized County representative. Contractor further agrees to pay and discharge all judgments or decrees, which may be rendered in any such suit, action or proceedings against the County of DuPage, its Officers, agents or employees therein.

PAYMENT:

Original invoices must be presented for payment in accordance with instructions contained on the Purchase Order including reference to Purchase Order number and submitted to the correct address for processing. The County shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act". Invoices containing charges for work subject to the Illinois Prevailing Wage Act (820 ILCS 130/) are required to be accompanied by the applicable Certified Transcript of Payroll form(s) for acceptance. Payment will not be made on invoices submitted later than six-months (180 days) after delivery of goods and **any statute of limitations to the contrary is hereby waived.**

PROTEST:

No protest shall be based on a matter or issue which could have been raised as an exception prior to bid opening.

Any protest concerning the award of a contract shall be decided by the Procurement Officer. Protests shall be made in writing to the Procurement Services Division and shall be filed within three (3) business days of final approval and acceptance of the bid by the County Board. A protest is considered filed when received by the Procurement Services Division. The written protest shall include the name and address of the protestor, the ITB number, a statement of the specific reasons for the protest and supporting exhibits. The procurement Officer will respond to the written protest within seven (7) days. The Procurement Officer's decision relative to the protest shall be final.

COUNTY OF DU PAGE, ILLINOIS

Upon receipt of a protest the County may, but is not required to, delay its order under the awarded contract.

RESERVATION OF RIGHTS:

The County of DuPage reserves the right to reject any or all bids failing to meet the County's specifications or requirements and to waive technicalities. If in the County of DuPage's opinion, the lowest bid is not the most responsible bid, considering value received for monies expended, the right is reserved to make awards as determined solely by the judgment of the County of DuPage. In determining the lowest responsible bidder, the County shall take into consideration the qualities of the articles supplied, their conformity with the specifications, and their suitability to the requirements of the County and the delivery terms. Intangible factors, such as the Bidder's reputation and past performance, will also be weighed.

The Bidder's failure to meet the mandatory requirements of the ITB will result in the disqualification of the bid from further consideration.

The County further reserves the right to reject all bids and obtain goods or services through intergovernmental or cooperative agreements, or to issue a new and revised ITB.

Submission of a bid confers no rights on the Contractor to a selection or to a subsequent contract. All decisions on compliance, evaluation, terms and conditions shall be made solely at the County's discretion and shall be made in the best interest of the County.

TAX:

The County of DuPage does not pay Federal Excise Tax or Illinois Sales Tax. The tax exemption number is E9997-4551-07. A copy of the exemption letter is available upon written request.

TERMINATION, CANCELLATION AND DAMAGES:

This contract may be terminated upon mutual agreement of both parties.

The County may terminate based on the Contractor's breach or default. Unless the breach or default creates an emergency situation, as determined in the County's sole discretion, the Contractor shall be given notice and a five (5) day opportunity to correct before the termination becomes effective.

If the County terminates this Contract because of the Contractor's breach or default, the County shall have the right to purchase items or services elsewhere and to charge the Contractor with any additional cost incurred, including but not limited to the cost of cover, incidental and consequential damages and the cost of re-bidding. The County may offset these additional costs against any sums otherwise due to the Contractor under this bid or any unrelated contract.

If the County of DuPage fails to appropriate funds to enable continued payment of multi-year Contracts the County may cancel, without termination charges, provided Contractor received at least thirty (30) days prior written notice of termination.

TRANSFER OF OWNERSHIP OR ASSIGNMENT:

The terms and conditions of this contract shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns. Prior to any sales or assignments, the County of DuPage must be notified and approve the same in writing.

VENUE:

By submitting a response, bidder agrees that venue for all disputes arising out of the solicitation process, including but not limited to judicial review of any protest decision, will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

WARRANTY:

Complete warranty information detailing period and coverage must be submitted.

END OF GENERAL CONDITIONS

COUNTY OF DUPAGE, ILLINOIS

SPECIAL CONDITIONS

ACCURACY DISCLAIMER:

The Contractor shall thoroughly acquaint himself with the sites for the proposed bid to fully understand the facilities, difficulties and restrictions attending to the execution of the bid. The Contractor will be allowed no additional compensation for his failure to be so informed.

BID SECURITY/PERFORMANCE BOND – GROUP 1 ONLY

Each bid shall be accompanied by a Bid Security in the form of (a) Bid Bond or (b) a certified or cashier's check or money order payable to the order of the DuPage County Treasurer. The Bid Security shall be in an amount of not less than five percent (5%) of the total bid, as a guarantee that the Bidder will, within 10 days after the date of the conditional award of a contract, provide a Performance Bond as required by the Bid Documents. Any bid submitted without the required Bid Security, will not be read after it is opened.

Bid Bonds shall be duly executed by the Bidder as principal and have a surety thereon a surety company, approved by the County, having the minimum equivalent of a Best and Company A-V Rating.

If an intended Awardee fails to furnish any bond or insurance or document required by the Bid Documents, the Bid Security submitted with its bid shall be forfeited as liquidated damages.

The Contractor shall within 10 days of the Notice of Award furnish a Performance Bond in an amount equal to twenty percent (20%) of total bid amount, conditioned upon the faithful performance of all covenants and stipulations included in these bid documents and holding good until the completion of the contract to protect the County of DuPage against inadequate performance per all requirements of the Bid Documents. The Performance Bond shall remain in effect for one year from the issuance of a Purchase Order or until completion of the Contract period, whichever is longer.

The Contractor shall provide an extension of or an additional Performance Bond, upon each mutually agreed upon contract renewal.

JOINT PURCHASING:

OTHER TAXING BODIES: Based on County Board Resolution IR-084-76.

Would your firm be willing to extend your bid to other taxing bodies in DuPage County such as school districts, townships, cities and villages, etc.? The approximate quantity usage is unknown.

YES _____ NO X

State any other requirements that they would have to meet beyond that of our Bid invitation and specification.

NOTE: The County of DuPage would not be involved in purchasing by any other taxing body other than to receive a copy of their purchase order that would reference the County of DuPage contract number. The invoicing and payments would be entirely between the other taxing bodies and the Contractor. If the County of DuPage accepts this bid, the procedure to handle joint purchases would be developed by the County of DuPage with the Contractor and distributed to the taxing bodies by the County of DuPage.

COUNTY OF DU PAGE, ILLINOIS

RENEWAL & EXTENSION:

The contract may be subject to three (3) additional twelve (12) month renewal periods provided there is no change in the terms, conditions, specifications, and prices and if such renewals are mutually agreed to by both parties. **In no event, shall the term plus renewals exceed four (4) years.**

SPLIT BIDS:

Contractors may bid on one or more categories. The County of DuPage reserves the right to award by total bid, by single item or by any combination of items, in accordance with our language in the Bid Document relating to Contractor selection (or rejection) in the best interest of the County of DuPage.

TERMINATION:

1. Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of Vendor's insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.
2. Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for deliverables tendered prior to termination. There shall be no termination expenses.
3. Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, Vendor shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

THIRD PARTY AGREEMENT

The County shall not enter a third party rental agreement and reserves the right to disqualify a vendor so bidding.

USAGE REPORTS:

Vendor may be required to submit a semi-annual report on orders placed against the contract. The report format shall contain the vendor's name, item number and term of contract at the top of the page. The report shall indicate the period covered by the report starting from the date the first order is received and ending with the date it is prepared. The report must be organized as follows:

DELIVERY LOCATION	DELIVERY DATE	DELIVERY TICKET NUMBER	QUANTITY (TONS)	UNIT PRICE	EXTENSION
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Vendor may from time to time be requested to produce reports within a particular time frame, i.e. fiscal year. These reports must be furnished within seven (7) days of request.

These reports are to be forwarded to:	DuPage County Division of Transportation Darcie Garza 140 North County Farm Road Wheaton, IL 60187
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VENDOR QUALIFICATIONS:

Vendor will provide a general history, description and status of their Company.

END OF SPECIAL CONDITIONS

COUNTY OF DU PAGE, ILLINOIS

INSURANCE REQUIREMENTS

Upon notice of acceptance of proposal, the successful bidder shall, within fifteen (15) calendar days of said notice, furnish to the Purchasing Agent a Certificate of Insurance and provide policy endorsements evidencing specific coverage of the types of insurance in the amounts specified below. Such coverage shall be placed with a responsible company acceptable to the County and licensed to do business in the State of Illinois, and with a minimum insurance rating of A-VII as found in the current edition of A.M. Best's Key Rating Guide. **All required insurance shall be maintained by the contractor in full force and effect during the life of the contractor, and until such a time as all work has been approved and accepted by the County.** The Contractor is responsible for all insurance deductibles and Self-Insured relations.

TYPE OF INSURANCE		MINIMUM ACCEPTABLE LIMITS OF LIABILITY
1.	Workers Compensation	Statutory
2.	Employers Liability	
	A. Each Accident	\$ 1,000,000
	B. Each Employee-disease	\$ 1,000,000
	C. Policy Aggregate-disease	\$ 1,000,000
3.	* Commercial General Liability	
	A. Per Occurrence	\$ 2,000,000
	B. General Aggregate	
	1. General Aggregate- Per project	\$ 2,000,000
	2. General Aggregate - Products/ Completed Operations	\$ 2,000,000
4.	Personal and Advertising Injury	\$ 1,000,000
	Each Occurrence	\$ 1,000,000
5.	Fire Legal Liability (any one fire)	\$ 100,000
6.	Medical Expense (any one person)	\$ 5,000
7.	* Umbrella Excess Liability (over primary)	\$ 1,000,000
	Retention for Self-Insured Hazards (each occurrence)	\$ 1,000,000
8.	* Business Auto Liability	\$ 1,000,000

*In addition to a Certificate of Insurance the following Endorsements are needed:

"Additional Insured" Endorsement,

"Waiver of Subrogation" and

"Insurance is Primary and Non-Contributory to additional Insured" Excess must Follow GL Form.

If any policy or coverage is written as "claims made" then coverage must be maintained for 4 years after project completion.

At all times during the term of the contract, the Contractor and its independent contractors shall maintain, at their sole expense, insurance coverage for the Contractor, its employees, officers and independent contractors, as follows:

- NOTE:
- A) It is the responsibility of Contractor to provide a copy of this PROPOSAL to their insurance carrier.
 - B) It may also be required that the Contractor's insurer and coverage be approved by County prior to execution of the Contract.

COUNTY OF DU PAGE, ILLINOIS

C) No work shall be started until receipt of Certificate of Insurance.

The County of DuPage shall be named as additionally insured on all certificates of insurance.

The insurance carrier of the insured is required to notify the County of DuPage of termination of any or all of these coverages, prior to the completion of any contract, at least 30 days prior to expiration.

CHANGES IN INSURANCE COVERAGE:

The Contractor will immediately notify the County if any insurance has been cancelled, materially changed, or renewal has been refused and the Contractor shall immediately suspend all work in progress and take the necessary steps to purchase, maintain and provide the required insurance coverage(s) and limits. If suspension of work should occur due to insurance requirements, upon verification by the County of the required insurance the County will notify Contractor when they can proceed with the work. Failure to provide and maintain the required insurance coverage(s) and limits could result in immediate cancellation of the contract and the Contractor shall accept and bear all costs that may result due to the Contractors failure to provide and maintain the required insurance.

INSURANCE RATING:

All of the above-specified types of insurance shall be obtained from companies that have at least an A-VII rating in Best's Guide or the equivalent.

SURVIVAL OF INDEMNIFICATION:

The indemnification described above shall not be limited by reason of the enumeration of any insurance coverage herein provided, and indemnification shall survive the termination of the Contract.

NOTICE OF LAWSUIT:

Within 5 days of service of process, the County shall notify the Contractor of any lawsuit involving the indemnification provided for above. Failure to provide such notice shall not relieve the Contractor of its obligation to provide indemnification. However, the County shall be responsible for any additional costs of defense incurred due to their failure to provide such notice within 60 days.

CHOICE OF LEGAL COUNSEL:

The Contractor shall provide coverage as provided in the contract, if the County, an Employee, or Elected Official is named in a lawsuit then the County retains the right to choose legal counsel subject to the approval of the County and appointment by the State's Attorney of DuPage County.

RIGHTS RETAINED:

Notwithstanding the foregoing, nothing contained herein shall be deemed to constitute a waiver of any defenses or immunities otherwise available to the County.

Insurance certificates must reference project name and BID NUMBER

The County of DuPage shall be named in "Description of Operations..." section, as additionally insured on all certificates of insurance. Insurance certificates shall also reference PROJECT NAME and BID NUMBER.

coverages should be emailed (and hard copy mailed) to:

DuPage County Procurement Services Division
Joan McAvoy, Buyer
joan.mcavoy@dupageco.org
TX: (630) 407-6181
FX: (630) 407-6201

END OF INSURANCE REQUIREMENTS

COUNTY OF DU PAGE, ILLINOIS

SPECIFICATIONS

BID #18-093-JM

BULK ROCK SALT

This bid is to furnish and deliver bulk rock salt for snow and ice control, for a one (1) year term, in accordance with the AASHTO Specification M143, Sodium Chloride Type 1, Grade 1. Bulk rock salt shall be 95 to 98 percent pure sodium chloride. Maximum moisture content shall be no more than two and a half percent (2.5%).

Bulk rock salt not meeting the standards listed in these Specifications shall be subject to rejection by DuPage County.

BID AWARD CRITERIA:

DuPage County reserves the right to award a contract(s) to the lowest responsive, responsible bidder(s) by total bid amount, by Group 1, whichever is in the best interest of DuPage County. DuPage County will only consider unit pricing in the 130%-150% range, in the event of a tie.

Group 2 will be awarded by each individual township/municipality.

COUNTY AUTHORIZED REPRESENTATIVE:

The County authorized representative for this bid is Darcie Garza, CPPB, reachable at 630-407-6920 or her authorized designee.

DELIVERY REQUIREMENTS:

Orders are generally expected to be received within three (3) working days from date of order.

Normal deliveries shall be made between the hours of 6:00 a.m. and 2:30 p.m., Monday through Friday. Arrangements can be made for after hours and weekend deliveries to maintain a prompt order delivery schedule.

All order releases shall be delivered to completion, unless mutually agreed upon by the County of DuPage and the awarded Contractor.

All salt deliveries shall be made with trucks equipped with tailgate dump trailers.

All trucks shall be covered with approved waterproof material. The contractor will ensure that upon delivery, the driver shall inspect the inside of the trailer and will confirm that all salt has been removed from the trailer before leaving the point of delivery. The contractor shall ensure that all weights and measures shown on the delivery tickets are correct. DuPage County Division of Transportation reserves the right to require that delivery trucks be directed to a scale in the vicinity to check the accuracy of loads being delivered.

The actual tonnage delivered by the Contractor shall be within 20 (twenty) tons of the requested tonnage for each order.

The Contractor shall notify the Division of Transportation and any participating municipality of the trucking firm that will be delivering the salt, as well as a contact name, address and phone number of said trucking firm. The Contractor shall supply the same information for the terminal location, as well. Ultimately, all delivery responsibility will fall upon the Awarded Contractor. It will be their responsibility to accept order releases and communicate order information to the designated trucking firms and terminals.

Deliveries of rock salt will be required to be free of any foreign materials (i.e. mud, rocks, wood, tarpaulins, etc.). Cause for rejection and removal shall be made known within two (2) working days to the Contractor. Loads contaminated with foreign material will be replaced at the Contractor's expense within five (5) working days.

All salt is to be lump free. No salt with lumps larger than two (2) inches in diameter will be accepted. Loads with lumps larger than two (2) inches shall be replaced at the Contractor's expense within five (5) working days.

COUNTY OF DU PAGE, ILLINOIS

INVOICING:

Original invoices must be presented for payment in accordance with instructions contained on the Purchase Order including reference to Purchase Order number and submitted to the correct address for processing. The County shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act". Payment will not be made on invoices submitted later than six-months (180 days) after delivery of goods and any statute of limitations to the contrary is hereby waived.

LIQUIDATED DAMAGES:

From December 1, 2018 through April 30, 2019, if the Contractor is unable to make delivery within seven (7) calendar days from the date of order, DuPage County shall have the right to retain \$.20 per ton, per calendar day as liquidated damages on the undelivered portion of the order. An order placed prior to 12:00 noon on any business day (Monday through Friday, except Holidays) would be considered as the first calendar day of the seven (7) day delivery period. For orders placed after 12:00 noon on a given day, the following day would be considered the first calendar day of the seven (7) day delivery period. If after seven (7) days of liquidated damage assessment, the Contractor has still failed to deliver as required, DuPage County shall reserve the right to take action to remedy the failure of Contractor performance without prior notification of such failure. This may include termination of the order and purchase of salt from other sources, or to take action consistent with public safety as needed to continue business. Any or all additional costs may be collected from the Contractor, in addition to any liquidated damage.

ORDERING:

Group 1 - DuPage County will place a minimum of 500 tons at a given time. All individual releases will be placed with the terminal.

Group 2 - 500-ton minimum will be waived. All individual releases will be placed with the terminal.

Orders for tonnage will be placed with the successful qualified bidder beginning June 1, 2018. All salt will be delivered by May 31, 2019. No further orders will be given after that date unless authorized by the County Authorized Representative or designee. Contract renewals will incorporate similar timelines for consecutive years.

QUANTITIES:

DuPage County Division of Transportation has included a quantity which is an estimate only, for Standard Delivery. Bidders are to provide a unit price for 80% to 130% of this additional estimated quantity (**STANDARD DELIVERY**). DuPage County Division of Transportation agrees to purchase at least 80% of the quantity shown. If DuPage County does not utilize or order the 80%, DuPage County will pay for the 80% and it will be stored at the terminal, for delivery to the County at a later date. This will be handled at no additional charge to the County.

The Townships/Municipalities (Group 2) intend to make initial orders as indicated under Group 2 with delivery expected by 11/30/18. Bidders are required to provide a unit price for this 100% guaranteed delivery. (**EARLY DELIVERY**). The Townships/Municipalities section has included an additional quantity which is an estimate only. Bidders are to provide a unit price for 80% to 130% of this additional estimated quantity (**STANDARD DELIVERY**). The Townships/Municipalities agree to purchase at least 80% of the quantity shown. If the Townships/Municipalities do not utilize or order the 80%, the Townships/ Municipalities will pay for the 80% and it will be stored at the terminal, for delivery to the Townships/ Municipalities at a later date. This will be handled at no additional charge to the Townships/ Municipalities.

THIRD PARTY OR ACTING IN THE BEST INTEREST OF THE CITIZENS OF DUPAGE COUNTY:

In cases where other governmental agencies in DuPage County are unable to obtain bulk rock salt, DuPage County Division of Transportation reserves the rights and obligation to sell salt or give salt (to be reimbursed at a later date) to governmental agencies without any recourse from the Awarded Contractor. This will be done at the contracted cost given to DuPage County Division of Transportation by the Awarded Contractor and at no time shall a profit be made by DuPage County Division of Transportation.

STOCKING REQUIREMENTS:

Within thirty (30) days of the notice of award (issuance of purchase order) the Contractor will be required to provide DuPage County with their salt source and local terminal information. One hundred thirty percent (130%) of the standard delivery quantity listed will be required to be in stock at a local terminal by December 1, 2018. This requirement shall be fulfilled each December 1st, with each contract renewal.

DuPage County reserves the right to inspect the awarded Contractor's local terminal to verify for quantity and condition of salt, as required in the Specifications.

COUNTY OF DU PAGE, ILLINOIS

PRICING:

The Contractor is to provide a unit price per ton. DuPage County will require a 5% bid security to be submitted with the bid, The Awarded Contractor will also be required to furnish a 20% Performance Bond and Certificate of Insurance, within 10 days of the Notice of Award (as outlined in the Special Conditions). Similar conditions will apply to Group 2.

GROUP 1 – DUPAGE COUNTY:

All Product to be shipped F.O.B. Delivered, freight prepaid, 140 N. County Farm Road, Wheaton, IL 60187 or 7900 S. Rt. 53, Woodridge, IL 60517.

STANDARD DELIVERY – Bidders are required to provide a unit price for 80% to 130% of the estimated quantity. The DuPage County Division of Transportation agrees to purchase at least 80% of the quantity shown. If DuPage County does not utilize or order the 80%, DuPage County will pay for the 80% and it will be stored at the terminal, for delivery to the County at a later date.

This will be handled at no additional charge to the County.

SHIPPING AND BILLING INFORMATION:

BILL TO ADDRESS:	SHIP TO ADDRESS:
DuPage County Division of Transportation Attn: Kathy Black 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6892 FX: (630) 407-6962	DuPage County Division of Transportation Attn: Darcie Garza, CPPB 140 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6920 FX: (630) 407-6921
Same	DuPage County Public Works Attn: Darcie Garza, CPPB 7900 S. Rt. 53 Woodridge, IL 60517 TX: (630) 407-6920 FX: (630) 407-6921

GROUP 2 – TOWNSHIPS/MUNICIPALITIES

All Product to be shipped F.O.B. Delivered, freight prepaid, to the locations listed. Each Township/Municipality will make an independent determination on whether it will enter this agreement with the Awarded Contractor.

A – EARLY DELIVERY – 100% Confirmed quantities. Delivery by November 30, 2018.

B – STANDARD DELIVERY – Bidders are required to provide a unit price for 80% to 130% of the estimated quantity. If the Township/Municipality agrees to enter an agreement with the Awarded Contractor, the Township/Municipality agrees to purchase at least 80% of the quantity shown. If the Township/ Municipality does not utilize or order the 80%, the Township/ Municipality will pay for the 80% and it will be stored at the terminal, for delivery to the Township/ Municipality at a later date. This will be handled at no additional charge to the Contracting Township/Municipality.

COUNTY OF DU PAGE, ILLINOIS

Location	Bill To:	Ship To:	A-100% Confirmed Quantities – Delivery before 11/30/2018 (Early Delivery)	80-130% Estimated Quantities (Standard Delivery)
Addison Township	411 W. Potter Wood Dale, IL 60191	411 W. Potter Wood Dale, IL 60191		500 Tons
Addison, Village of	1491 W. Jeffrey Drive Addison, IL 60101-4331	1491 W. Jeffrey Drive Addison, IL 60101-4331		2000 Tons
Aurora, City of	44 E. Downer Place Aurora, IL 60507	City of Aurora Central Garage 720 N. Broadway Aurora, IL 60505 or 2112 Montgomery Rd Aurora, IL 60504		7500 Tons
Bartlett, Village of	1150 Bittersweet Drive Bartlett, IL 60103	1150 Bittersweet Drive Bartlett, IL 60103 or 315 E. Devon Ave. Bartlett, IL 60103		1100 Tons
Bensenville, Village of	717 E. Jefferson St. Bensenville, IL 60106	717 E. Jefferson St. Bensenville, IL 60106		500 Tons
Bloomingtondale Township	6N030 Rosedale Ave. Bloomingtondale, IL 60108	6N030 Rosedale Ave. Bloomingtondale, IL 60108		1000 Tons
Bloomingtondale, Village of	201 S. Bloomingtondale Rd Bloomingtondale, IL 60108	305 Glen Ellyn Road Bloomingtondale, IL 60108		1500 Tons
Burr Ridge, Village of	451 Commerce St. Burr Ridge, IL 60527	9400 Garfield Ave. Burr Ridge, IL 60527		1800 Tons
Carol Stream, Village of	124 Gerzevske Lane Carol Stream, IL 60188	124 Gerzevske Lane Carol Stream, IL 60188		2350 Tons
Clarendon Hills	1 N. Prospect Ave. Clarendon Hills, IL 60514	452 Park Ave. Clarendon Hills, IL 60514		320 Tons
Darien, City of	1041 S. Frontage Road Darien, IL 60561	1041 S. Frontage Road Darien, IL 60561		3000 Tons
Downers Grove Township	4340 Prince St. Downers Grove, IL 60515	318 E. Quincy Westmont, IL 60559		1200 Tons
Downers Grove, Village of	5101 Walnut Ave. Downers Grove, IL 60515	5101 Walnut Ave Downers Grove, IL 60515	4000 Tons	
DuPage Airport Authority	2700 International Drive, Suite 200 West Chicago, IL 60185	2751 Aviation Ave. West Chicago, IL 60185	96 Tons	
Elmhurst, City of	985 S. Riverside Drive Elmhurst, IL 60126	985 S. Riverside Drive Elmhurst, IL 60126		3000 Tons
Glen Ellyn, Village of	30 S. Lambert Glen Ellyn, IL 60137	30 S. Lambert Glen Ellyn, IL 60137		1900 Tons
Hanover Park, Village of	2121 W. Lake St. Hanover Park, IL 60133	2041 Lake St. Hanover Park, IL 60133		1500 Tons
Hinsdale, Village of	19 E. Chicago Ave. Hinsdale, IL 60523	225 Symonds Drive Hinsdale, IL 60521		700 Tons
Itasca, Village of	411 N. Prospect Ave. Itasca, IL 60143	411 N. Prospect Ave. Itasca, IL 60143		800 Tons
Lisle Township	4719 Indiana Ave. Lisle, IL 60532	4719 Indiana Ave. Lisle, IL 60532		1000 Tons

COUNTY OF DU PAGE, ILLINOIS

Location	Bill To:	Ship To:	A - 100% Confirmed Quantities Delivery before 11/30/2018 (Early Delivery)	B - 80-130% Estimated Quantities (Standard Delivery)
Lisle, Village of	925 Burlington Lisle, IL 60532	4905 Yackley Ave. Lisle, IL 60532		1800 Tons
Lombard, Village of	255 E. Wilson Ave. Lombard, IL 60148	1135 N. Garfield Lombard, IL 60148		2000 Tons
Milton Township	23W040 Poss St. Glen Ellyn, IL 60137	23W040 Poss St. Glen Ellyn, IL 60137		1400 Tons
Naperville Township	31W331 North Aurora Rd. Naperville, IL 60563	31W331 North Aurora Rd. Naperville, IL 60563		400 Tons
Oakbrook, Village of	1200 Oak Brook Road Oak Brook, IL 60523	3003 Jorie Blvd. Oakbrook, IL 60523		750 Tons
Schaumburg, Village of	101 Schaumburg Ct. Schaumburg, IL 60193	714 S. Plum Grove Road Schaumburg, IL 60193	3000 Tons	4000 Tons
Villa Park, Village of	20 S. Ardmore Ave. Villa Park, IL 60181	729 N. Ardmore Ave. Villa Park, IL 60181		200 Tons
Warrenville, City of	3S258 Manning Ave. Warrenville, IL 60555	3S346 Mignin Drive Warrenville, IL 60555		1300 Tons
Wayne Township	4N230 Klein Road West Chicago, IL 60185	4N230 Klein Road West Chicago, IL 60185		500 Tons
West Chicago, City of	475 Main St. West Chicago, IL 60185	135 W. Grandlake Blvd. West Chicago, IL 60185 or 119 W. Washington St. West Chicago, IL 60185		2000 Tons
Westmont, Village of	31 W. Quincy St. Westmont, IL 60559	39 E. Burlington Ave. Westmont, IL 60559		1000 Tons
Wheaton, City of	303 W. Wesley, PO Box 727 Wheaton, IL 60187	821 Liberty Drive Wheaton, IL 60189		3300 Tons
Willowbrook, Village of	835 Midway Drive Willowbrook, IL 60527	700 Willowbrook Centre Parkway Willowbrook, IL 60527		700 Tons
Winfield, Village of	27W465 Jewell Road Winfield, IL 60190	0S040 Wynwood Road Winfield, IL 60190		400 Tons
Winfield Township	P.O. Box 617 West Chicago, IL 60185	30W575 Roosevelt Rd. West Chicago, IL 60185		1500 Tons
Wood Dale, City of	404 N. Wood Dale Road Wood Dale, IL 60191	720 N. Central Ave. Wood Dale, IL 60191		700 Tons
Woodridge, Village of	One Plaza Drive Woodridge, IL 60517	One Plaza Drive Woodridge, IL 60517		2200 Tons
York Township	19W475 Roosevelt Road Lombard, IL 60148	19W475 Roosevelt Road Lombard, IL 60148		1000 Tons

END OF SPECIFICATIONS

COUNTY OF DU PAGE, ILLINOIS

BID FORM
PROCUREMENT SERVICES DIVISION
BID #18-093-JM
BULK ROCK SALT

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

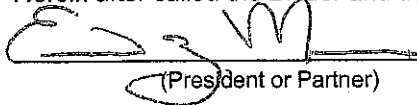
Full Name of Bidder	The Detroit Salt Company
Main Business Address	12841 Sanders St.
City, State, Zip Code	Detroit, MI 48217
Telephone Number	313-841-5144
Fax Number	313-841-0466
Bid Contact Person	Sarah Sanchez
Email Address	sales@detroitssalt.com

TO: The DuPage County Procurement Services

The undersigned certifies that he is:

the Owner/Sole
Proprietora Member authorized
to sign on behalf of
the Partnershipan Officer of the
Corporationa Member of the Joint
Venture

Herein after called the Bidder and that the members of the Partnership or Officers of the Corporation are as follows:


 (President or Partner)

(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. _____, _____, and _____ issued thereto;

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

COUNTY OF DU PAGE, ILLINOIS

The undersigned certifies that he has examined and carefully prepared this bid and has checked the same in detail before submitting this bid, and that the statements contained herein are true and correct.

If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed nor modified, and that the same remain in full force and effect. *(Bidder may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)*

Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

COUNTY OF DU PAGE, ILLINOIS

BID FORM PRICING
BID #18-093-JM
BULK ROCK SALT

GROUP 1 – DUPAGE COUNTY**STANDARD DELIVERY:**

DESCRIPTION	QUANTITY	UNIT PRICE (PER TON)	EXTENDED PRICE
BULK ROCK SALT	15,000 TONS	\$ 67.15 /TON	\$ 1,007,250
TOTAL GROUP 1			\$ 1,007,250

UNIT COST PER TON FOR QUANTITIES BETWEEN 130% AND 150% OF PROJECTED USAGE

\$ 75.23 PER TON

GROUP 2 – TOWNSHIPS/MUNICIPALITIES**A – EARLY DELIVERY:**

DESCRIPTION	QUANTITY	UNIT PRICE (PER TON)	EXTENDED PRICE
BULK ROCK SALT	7,096 TONS	\$ 67.15 /TON	\$ 476,496.40
TOTAL GROUP 2 –A			\$ 476,496.40

B – STANDARD DELIVERY:

DESCRIPTION	QUANTITY	UNIT PRICE (PER TON)	EXTENDED PRICE
BULK ROCK SALT	56,820 TONS	\$ 67.15 /TON	\$ 3,815,463
TOTAL GROUP 2 –B			\$ 3,815,463

UNIT COST PER TON FOR QUANTITIES BETWEEN 130% AND 150% OF PROJECTED USAGE

\$ 75.23 PER TON

TOTAL GROUP 2 (A+B)	\$ 4,291,959.40
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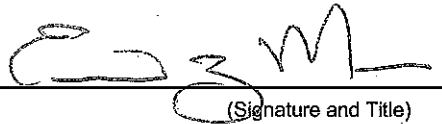
COUNTY OF DU PAGE, ILLINOIS

BID FORM SIGNATURE PAGE

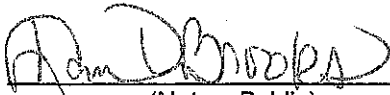
BID #18-093-JM
BULK ROCK SALTTOTAL BID AMOUNT - GROUP 1: \$ 1,007,250
Total (in figures)One million seven thousand two hundred and fifty Dollars and Zero Cents.
Total (In words)TOTAL BID AMOUNT - GROUP 2: \$ 4,291,959.40
Total (in figures)Four million two hundred ninety one thousand nine hundred fifty nine Dollars and Forty Cents.
Total (In words)

The Contractor agrees to provide the services as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained.

Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

X 
(Signature and Title)CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 23rd day of April AD, 2018
(Notary Public)

My Commission Expires:

3/17/22

KAREN BROOKS
Notary Public, State of Michigan
County of Monroe
My Commission Expires Mar. 17, 2022
Acting in the County of DuPage

SEAL

THE COUNTY OF DUPAGE
BULK ROCK SALT #18-093-JM
Page 24 of 31

COUNTY OF DU PAGE, ILLINOIS

VENDOR ETHICS DISCLOSURE

The Vendor Ethics Disclosure Statement can be found on the next page and on the County's Internet site under Contractor Forms in the Procurement section. The most current version of the form should always be utilized. There is also another form for additional pages; all pages are Adobe fillable forms.

Continuing Disclosure: It is the contractor/vendor's responsibility to update contribution information on an ongoing basis during the life of the contract. The vendor is required to submit an updated Ethics Disclosure Statement to the user department any time contributions are made to the Chairman or County Board Members subsequent to the most recent authorized contract action.

Failure to Comply: Failure to provide the requested information will at minimum delay awarding of the contract and could result in the selected vendor being disqualified as non-responsive and non-responsible.

Providing fraudulent information on the Vendor Ethics Disclosure Statement may result in a Class 3 Felony.

Contribution: A gift, subscription, dues, loan, advance, or deposit of money or anything of value, including services, knowingly received in connection with the nomination for election or election of any person to County office.

Multi-year contracts: Those contracts with a duration greater than 12 months require annual updates, to be filed by the vendor with the user department, and forwarded to Procurement. The reporting period should be the current and previous calendar years.

Prohibited Source: Any person or entity who (i) is seeking official action by the Chairman, County Board member or in the case of an employee, by the employee or by the Chairman or County Board member, or another employee directing that employee; (ii) does business or seeks to do business with the Chairman, County Board member, or employee (iii) conducts activities regulated by the Chairman, County Board member, or employee (iv) has interests that may be substantially affected by the performance or non-performance of the official duties of the Chairman, County Board member, or employee (v) is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act or the DuPage County Lobbyist Registration Act, except that an entity not otherwise a prohibited source does not become a prohibited source merely because a registered lobbyist is one of its member or serves on its board of directors (vi) is a Political Action Committee to which a prohibited source has been contributed.

COUNTY OF DU PAGE, ILLINOIS

**Required Vendor Ethics Disclosure Statement**

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 4/23/18

Bld/Contract/PO #: #18-093-JM

Company Name: The Detroit Salt Company	Company Contact: Gabrielle Hopkins
Contact Phone: 313-841-5144	Contact Email: sales@detroitssalt.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions

☒ **NONE (check here) - If no contributions have been made**

Add Line	Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made
X					
X					

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

☒ **NONE (check here) - If no contacts have been made**

Add Line	Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email
X			
X			

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at:

<http://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Printed Name

Emanuel Z. Manos

Title

President

Date

4/23/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
The Detroit Salt Company L.C.

2 Business name/disregarded entity name, if different from above
Detroit Salt Company, LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) **S**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
12841 Sanders Street

6 City, state, and ZIP code
Detroit, MI 48217

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-						
--	--	--	---	--	--	--	--	--	--

or

Employer identification number

3	8	-	3	3	4	1	4	8	4
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ▶

Richard L. LaBut

Date ▶

3/16/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

COUNTY OF DU PAGE, ILLINOIS

REFERENCES

The bidder must list three (3) references, listing firm name, address, telephone number and contact person to whom they have provided similar equipment, material or services for a period of not less than six (6) months. Additional references may be required.

COMPANY NAME:	See Attached Reference Sheet
ADDRESS:	
CONTACT PERSON:	
TELEPHONE NUMBER:	

COMPANY NAME:	
ADDRESS:	
CONTACT PERSON:	
TELEPHONE NUMBER:	

COMPANY NAME:	
ADDRESS:	
CONTACT PERSON:	
TELEPHONE NUMBER:	

COMPANY NAME:	
ADDRESS:	
CONTACT PERSON:	
TELEPHONE NUMBER:	

NUMBER OF YEARS IN BUSINESS	
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COUNTY OF DU PAGE, ILLINOIS

SAMPLE CONTRACT AGREEMENT CONTRACT # 18-093-JM BETWEEN [CONTRACTOR] AND THE COUNTY OF DUPAGE

THIS AGREEMENT is entered into this _____ day of _____, 2018, between the County of DuPage, Illinois a body corporate and politic, located at 421 North County Farm Road, Illinois, 60187-3978 (hereinafter referred to as the COUNTY), and _____, licensed to do business in the State of Illinois, located at _____ (hereinafter referred to as the CONTRACTOR).

RECITALS

WHEREAS, the COUNTY requires the goods and/or services specified in Bid #18-093-JM for its Division of Transportation located at the DuPage County Center, 140 North County Farm Road, Wheaton, Illinois 60187; and

WHEREAS, the CONTRACTOR is the vendor selected pursuant to the bid process and is willing to perform under the terms of the Bid and this Contract.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree that:

1.0 CONTRACT DOCUMENTS

- 1.1 This Contract includes all the following component parts, all of which are fully incorporated herein and made a part of the obligations undertaken by the parties:
 - 1.1.a Bid Invitation
 - 1.1.b Project Information
 - 1.1.c Instructions to Bidders
 - 1.1.d General Conditions
 - 1.1.e Special Conditions
 - 1.1.f Insurance/Bonding Requirements and Certificates
 - 1.1.g Bid Form (including Certification/Proposal, Signature Affidavit including Proposal Pricing)
 - 1.1.h Specifications (including any addenda, interpretations and approved exceptions)
 - 1.1.i Exhibits
 - 1.1.j County Purchase Order
- 1.2 All documents are or will be on file in the office of the Procurement Services Division, DuPage Center, 421 North County Farm Road, Room 3-400, Wheaton, Illinois 60187.
- 1.3 In the event of a conflict between any of the above documents, the document control from top to bottom; i.e., "a" controls over "b".

2.0 DURATION OF THIS CONTRACT

- 2.1 Unless terminated as provided in the Bid Invitation, the term of this Contract shall be a one (1) year period beginning on _____, 2018 and continuing through _____, 2018.
- 2.2 The Contract term is subject to renewal per the Bid Invitation Specifications.
- 2.3 In no event, shall the term plus renewals exceed four (4) years.

2.0 TERMINATION

- 3.1 Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of Vendor's insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.
- 3.2 Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay deliverables tendered prior to termination.
There shall be no termination expenses.

COUNTY OF DU PAGE, ILLINOIS

3.3 Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, Vendor shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

3.0 BID PRICES AND PAYMENT

3.1 The Contractor shall provide the required goods and or services described in the Bid Specifications for the prices quoted on the Bid Form.

3.2 The County shall make payment pursuant to the Illinois Local Government Prompt Payment Act, except that no payment shall be approved where the Contractor has failed to comply with certified payroll requirements of the Illinois Prevailing Wage Act or Davis Bacon Act.

4.0 AMENDMENTS

4.1 This Contract may be amended by mutual agreement.

4.2 All amendments will conform to State of Illinois Statutes and County procedures for Change Orders.

5.0 CONTRACT ENFORCEMENT – ATTORNEY’S FEES

5.1 If the County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Contract, and by reason thereof, the County is required to use the services of an attorney, including the States Attorney, then the County shall be entitled to reasonable attorney’s fees and all expenses and costs incurred by the County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.

6.0 SEVERABILITY CLAUSE

6.1 If any section, paragraph, clause, phrase or portion of this Contract is for any reason determined by a court of competent jurisdiction to be invalid and unenforceable, such portion shall be deemed separate, distinct and an independent provision, and the court’s determination shall not affect the validity or enforceability of the remaining portions of this Contract.

7.0 GOVERNING LAW

7.1 This Contract shall be governed by the laws of the State of Illinois both as to interpretation and enforcement. Venue for all disputes will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

8.0 ENTIRE AGREEMENT

8.1 This Contract, including the documents listed in 1.0, contains the entire agreement between the parties.

8.2 There are no covenants, promises, conditions, or understandings; either oral or written, other than those contained herein.

IN WITNESS, WHEREOF, the parties set their hands and seals as of the date first written above.

COUNTY OF DU PAGE, ILLINOIS

[CONTRACTOR]

By: _____
JAMES McGUIRE
PROCUREMENT OFFICER

By: SAMPLE - DO NOT SIGN
AUTHORIZED SIGNATURE

TITLE

DATE

DATE



MATERIAL SAFETY DATA SHEET (MSDS)

Pursuant to the Hazard Communication Standard 29 CFR 19100.1200 (US) and the Workplace Hazardous Materials Information System and Controlled Products Regulations (Canada).

1. Chemical Product and Company Identification

Chemical Name: Sodium chloride.	Emergency Telephone Numbers:
Chemical Formula: NaCl.	Detroit Salt Company: 313-841-5144.
CAS Number: 7647-14-5.	CHEMTREC: 800-424-9300.
Product Name(s): Rock salt for de-icing.	CANUTEC: 800-996-6666.
Manufacturer: Detroit Salt Company, LLC 12841 Sanders St. Detroit, MI 48217 Tel. 313-841-5144	

2. Composition and Information on Ingredients

<u>Ingredient:</u>	<u>Concentration, %:</u>
Sodium chloride	≥ 99

3. Hazard Identification

This product is not a hazardous chemical as defined by the Hazard Communication Standard of 29 CFR 1910.1200.

SARA Hazard Categories:

Immediate Hazard:	No.
Delayed Hazard	No.
Fire Hazard:	No.
Pressure Hazard:	No.
Reactivity Hazard:	No.
302 Extremely Hazardous Substance:	No.
311 Hazardous Chemical:	No.

Detroit Salt Company, LLC
MSDS—Sodium Chloride

Page 2 of 4

NFPA Hazard Ratings:

Health: 1 (slight).
Flammability: 0 (minimal).
Reactivity: 0 (minimal).
Specific Hazard: N/a.

Eye Contact: May cause mild eye irritation.

Skin Contact: May cause mild skin irritation. Prolonged exposure to damaged skin may cause absorption with effects similar to those of ingestion.

Inhalation: Mild irritation of the nose respiratory tract. Symptoms may include coughing, dryness and sore throat.

Ingestion: Ingestion of small quantities is not harmful. Ingestion of large quantities may cause nausea, vomiting, diarrhea, cramps, restlessness, irritability, dehydration, water retention, and prostration.

4. First Aid Measures

Eye contact: Flush with water, lifting eyelids occasionally. Get medical advice if irritation persists.

Skin contact: Remove clothing from affected area, wash with water. Get medical advice if irritation persists.

Inhalation: Move to fresh air or ventilate with fresh air. Get medical advice if irritation persists.

Ingestion of large quantities: Drink large quantities of water or milk. Get emergency medical assistance.

5. Fire Fighting Measures

Material is non-combustible and non-flammable. No special extinguishing media or fire-fighting procedures are required. Product presents no fire or explosion hazards.

6. Accidental Release Measures

Promptly contain or remove spills to prevent contact with water. Follow approved, site-specific storm water pollution prevention plan (SWPPP) pursuant to state permit under National Pollution Discharge Elimination System (NPDES) where applicable.

Detroit Salt Company, LLC
MSDS—Sodium Chloride

Page 3 of 4

7. Handling and Storage

Contain product to prevent spillage. Prevent creation of product dust. Ventilate to remove product dust. Prevent product contact with water or strong acids.

8. Exposure Controls/Personal Protection

Work/Hygienic Practices: Prevent product exposure with eyes and skin. Prevent creation of product dust. Ventilate to remove product dust.

Eye Protection: Employer approved eyeglasses or goggles.

Skin Protection: Protective gloves and clothing as necessary.

Respiratory Protection (Specify Type): NIOSH/MSHA approved respirator for particulates as necessary.

9. Physical and Chemical Properties

Appearance: Translucent, grey, or milky white crystalline solid.

Odor: None, or slight halogen odor.

Specific Gravity: 2.165.

Molecular Weight: 58.43

Solubility in Water: 26 g per 100 g at 20 °C.

10. Stability and Reactivity

Stability: Stable and inert under normal conditions. Readily soluble in water. No known hazardous polymerization. No hazardous decomposition or byproducts.

Incompatibility (Materials to Avoid): Contact with strong acids may effuse hydrogen chloride, sodium oxide and chlorine gas.

Conditions to Avoid: Contact with water. Contact with strong acids.

11. Toxicological Information

OSHA PEL: Not listed.

LC50 (rat): >21000 mg/m³.

LD50 (rat): 3000 mg/kg.

Toxicologically Synergistic Products: None known.

Sensitization, chronic effects, carcinogenicity, mutagenicity, reproductive effects, teratogenicity: Not classified or listed by ACGIH, IARC, NTP, and OSHA.

Detroit Salt Company, LLC
MSDS—Sodium Chloride

Page 4 of 4

12. Ecological Information

Clean Water Act: State NPDES program may require permit for handling and storage. RCRA: Not listed. CERCLA Reportable Quantity: Not listed. Clean Air Act: N/a.	Inventories: TSCA (US): Listed as non-hazardous. DSL (Canada): Listed. NDSL (Canada): Not listed.
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13. Disposal Considerations

Properly store and use product for de-icing rather than dispose, if possible. Dispose with approval into licensed sanitary landfill. Dissolved product may be diluted to acceptable concentration and disposed with approval into sanitary sewer.

14. Transport Information

Department of Transportation (US): Not regulated as dangerous goods.	Transportation of Dangerous Goods (TDG Canada): Not regulated as dangerous goods.
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15. Other Regulatory Information

US: This product does not contain a chemical known to the State of California to cause cancer, birth defects or other reproductive harm. Canada: This product has been classified in accordance with the hazard criteria of the Controlled Products Regulations (CPR). This MSDS contains all of the information required by the CPR. WHMIS Status: Not controlled.
--

16. Other Information

Disclaimer: Detroit Salt Company believes the information in this MSDS to be accurate and complete. However, we make no warranty, express or implied, with respect to such information, and we assume no liability resulting from its use. Users should make their own investigations to determine the suitability of the information for their particular purpose. Last Review/Revision of this MSDS: October 24, 2014.

THE COUNTY OF DuPAGE
18-093-JM BULK ROCK SALT
BID TABULATION
BID OPENING DATE: 04/25/18 - 2:30 p.m.

	DETROIT SALT CO.			CARGILL, INC.		MORTON SALT, INC.		COMPASS MINERALS AMERICA, INC.	
	Standard Delivery Qty	Unit Price per Ton	Extended Total	Unit Price per Ton	Extended Total	Unit Price per Ton	Extended Total	Unit Price per Ton	Extended Total
Group 1 - DuPage County Standard Delivery	15,000	\$67.15	\$ 1,007,250.00	\$70.36	\$ 1,055,400.00	\$81.49	\$ 1,222,350.00	\$82.27	\$ 1,234,050.00
Unit Cost per Ton 130% -150% of Projected Usage		\$75.23		Not Provided		\$81.49		\$92.27	
Group 2A - Townships/Municipalities Early Delivery	7,096	\$67.15	\$ 476,496.40	\$70.36	\$ 499,274.56	\$81.49	\$ 578,253.04	\$82.27	\$ 583,787.92
Group 2B - Townships/Municipalities Standard Delivery	56,820	\$67.15	\$ 3,815,463.00	\$70.36	\$ 3,997,855.20	\$81.49	\$ 4,630,261.80	\$82.27	\$ 4,674,581.40
Unit Cost per Ton 130% -150% of Projected Usage		\$75.23		Not Provided		\$81.49		\$92.27	

NOTE: For both Group 1 – DuPage County and Group 2 – Townships/Municipalities, the minimum contract commitment is eighty percent (80%) of the standard delivery quantity.

Invitations Sent 42
Potential Bidders Requesting Bid Documents 10
Total Bid Responses Received 4
Bid Opening Attended JM, CH



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Resolution
Prepared By: Christina Coyle

SCHEDULED

RESOLUTION 18-14

DOC ID: 3351

Resolution No. 18 - 14, A Resolution Approving the Declaration of Trust of the Illinois Trust (Formerly Known as the Illinois Institutional Investors Trust) and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the Village of Glen Ellyn, Illinois (Finance Director Coyle)

Background:

Staff has been reviewing investment opportunities to diversify Village funds, as a large percentage of Village funds are invested at Illinois Funds. While Illinois Funds is viewed as a safe investment and the Village is within its investment policy, staff feels it would be prudent to diversify some Village funds to another institution.

Subject:

Staff has been evaluating an investment instrument called the Illinois Trust. It is operated by the firm PFM Asset Management, LLC (PFM). This firm has been providing advisory services for 28 years and is an independent, SEC registered advisor. Attached is a one sheet informational bulletin on PFM. PFM has several Illinois clients including the City of Naperville, Village of Woodridge, and the University of Illinois, to name a few. Finance Commission Chairman Matt Halkyard and Finance Director Coyle met with representatives a few weeks ago to obtain information on the company and review the investment.

The Illinois Trust is a NAV government investment pool, much like Illinois Funds, and is rated AAAM by Standard and Poor's. Attached to this agenda item are several pieces of information including:

- ☐ Information Statement
- ☐ Declaration of Trust
- ☐ Most Recent Annual Report
- ☐ Rating sheet from Standard & Poor's
- ☐ Resolution for Village Board

At this point in time, we are interested in utilizing the Trust's IIIT Class investment which provides daily liquidity like Illinois Funds. The rate as of May 22, 2018 was 1.93% versus the Illinois Funds rate of 1.739%. The goal of using this investment at this point in time is diversification while maintaining a rate competitive with Illinois Funds. In order to accommodate investing in the IIIT Class investment, the Village's investment policy will need to be updated. Specifically, section 11.0 shall be revised to state that IIIT Class investment shall be authorized to comprise up to 25% of the Village's investment portfolio. A red lined version of the investment policy is attached.

Finance Commission Feedback

The Finance Commission reviewed the investment at its April meeting and approved of adding this

investment option to the Village's portfolio.

Budget Impact:

Investing in the IIIT Class investment is anticipated to have a negligible impact on the annual budget.

Action Requested:

1. Approve an amendment to the Village's investment policy.
2. Approve the attached resolution authorizing the investment.



Village of Glen Ellyn

Resolution No. 18-14

A Resolution Approving the Declaration of Trust of the Illinois Trust (Formerly Known as the Illinois Institutional Investors Trust) and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the Village of Glen Ellyn, Illinois

WHEREAS, the President and the Board of Trustees of the Village of Glen Ellyn, Illinois has been presented with and reviewed the Declaration of Trust dated October 18, 2002 (the "Declaration of Trust"); and

WHEREAS, the Declaration of Trust creates a common law trust (the "Trust") to provide an instrumentality and agency through which public agencies organized under the laws of the State of Illinois may jointly act, agree, and cooperate in accordance with the laws of the State of Illinois in the performance of their responsibilities to invest available funds so as to enhance their investment opportunities pursuant to an investment program conducted in accordance with the laws of the State of Illinois, from time to time in effect, governing the investment of the funds of public agencies; and

WHEREAS, the President and the Board of Trustees of the Village of Glen Ellyn has also been presented with and reviewed the appropriate Information Statement providing detailed information about the investment objectives, organization, structure, and operation of the Trust and its investment opportunities; and

WHEREAS, the Village of Glen Ellyn is a public agency and unit of local government or school district within the meaning of Section 10 of Article VII of the 1970 Constitution of the State of Illinois (the "Illinois Constitution"), the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, and the Public Funds Investment Act, 30 ILCS 235/0.01, *et seq.*, and is authorized to enter into intergovernmental agreements, including the Declaration of Trust, pursuant to, *inter alia*, the provisions of Section 10, Article VII of the Illinois Constitution, the Intergovernmental Cooperation

Act, and the Public Funds Investment Act; and

WHEREAS, the Village of Glen Ellyn does hereby find that by entering into the Declaration of Trust and becoming a Participant (as such term is defined in Section 1.4 of the Declaration of Trust) in the trust, it shall be better able to perform its responsibility to invest its funds in accordance with the laws of the State of Illinois; and

WHEREAS, the Village of Glen Ellyn does hereby find and declare that it is in the best interest of the residents of the Village of Glen Ellyn that the Village of Glen Ellyn enter into the Declaration of Trust, become a Participant of the Trust, and use the Trust's services from time to time at the discretion of the Treasurer/Finance Director; and

NOW THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in exercise of its home rule authority, as follows:

Section 1. The facts and statements contained in the preamble to this Resolution are hereby found to be true and correct and are hereby adopted as part of this Resolution.

Section 2. The terms and conditions of the Declaration of Trust are hereby approved, and the Agency is hereby authorized to become a Participant in the Trust. The persons listed below are authorized to execute said Declaration of Trust and enter into the Intergovernmental Agreement, and said persons are duly authorized present incumbents of said offices; and actual samples of their respective signatures are listed below:

Diane McGinley, Village President Signature: _____

Mark Franz, Village Manager Signature: _____

Section 3. This Resolution shall become effective immediately upon adoption and publication as required by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois this ____ day of _____.

Ayes:	Diane McGinley	Pete Ladesic	Bill Mark Senak
	Craig Pryde	John Enright	Gary Fasules
	Kenwood		
Nays:	Diane McGinley	Pete Ladesic	Bill Mark Senak

Resolution 18-14

Meeting of May 29, 2018

Absent: Craig Pryde John Enright Gary Fasules
Kenwood
Diane McGinley Pete Ladesic Bill Mark Senak
Craig Pryde John Enright Gary Fasules
Kenwood

Approved by the Village President of the Village of Glen Ellyn, Illinois this _____ day of _____.

Diane McGinley, Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)



CERTIFICATION

I, John Chereskin, duly appointed Village Clerk of the Village of Glen Ellyn, Illinois, do hereby certify that the foregoing is a full, true, and complete transcript of a Resolution was adopted at the meeting held on May 29, 2018.

I do further certify that the deliberations of the President and Board of Trustees (the "Governing Board") on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, and the Governing Board has

Resolution 18-14

Meeting of May 29, 2018

complied with said Act and with all of the procedural rules of the Governing Board.

I do further certify that such Resolution is in full force and effect as of the date hereof, and that such Resolution has not been modified, amended, or rescinded since its adoption.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Glen Ellyn, Illinois, this _____ day of _____ .

Village Clerk

CORPORATE SEAL

ATTACHMENTS:

- PFM Fast Facts (PDF)
- Information Statement (PDF)
- IIIT Declaration Of Trust (PDF)
- Annual Report (PDF)
- IL Trust - SP Rating AAA (PDF)
- Illinois Trust Sample Resolution (PDF)
- Investment Policy - 2018 Update - Redlined (PDF)
- Investment Policy - 2018 Update - Clean (PDF)

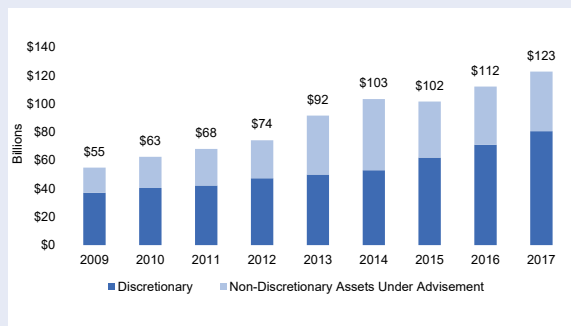
Asset Management | December 31, 2017

Fast Facts

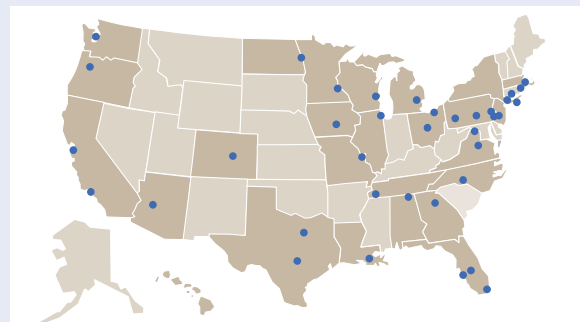


- **FIRM NAME:** PFM Asset Management LLC
- **TYPE OF FIRM:** Independent, SEC-registered investment advisor
- **ORGANIZATIONAL STRUCTURE:** PFM's asset management business is part of PFM, which also includes PFM Financial Advisors LLC, Public Financial Management, Inc. and PFM Swap Advisors LLC
- **NUMBER OF YEARS PROVIDING INVESTMENT ADVISORY SERVICES:** 38 (prior to 2001, PFM's asset management professionals provided services through Public Financial Management, Inc.)
- **NUMBER OF INVESTMENT PROFESSIONALS:** 226
 - 18 CFA charterholders
- **AREAS OF EXPERTISE:**
 - Fixed Income: high-quality, short- and intermediate-term portfolios for operating funds, reserves, working capital, and bond proceeds
 - Multi-Asset Class: discretionary (or outsourced) investment management for pensions, endowments, foundations and other multi-asset class portfolios
 - Cash Management and Local Government Investment Pools (LGIPs)
- **ASSETS UNDER MANAGEMENT AND ADVISEMENT:** \$122.8 billion
 - \$80.6 billion in assets under management (including \$20.7 billion managed for 18 LGIPs and registered investment company)
 - \$42.2 billion in assets under advisement
- **CLIENTS:** State and local governments, government agencies, LGIPs, non-profit organizations, healthcare systems, higher education institutions, insurance funds, pensions, other post-employment benefits (OPEB) trusts, Taft-Hartley plans and other institutional investors
- **NATIONAL AND STATE LEVEL MEMBERSHIPS:**
 - Government Finance Officers Association (GFOA), national and state levels
 - Association of Public Treasurers of the United States and Canada (APT US&C)
 - National Association of College and University Business Officers (NACUBO)
 - National Association of Securities Professionals (NASP)
 - National Association of State Treasurers (NAST)
- **OTHER SPECIALIZED SERVICES:** Arbitrage rebate compliance, bond proceeds investments, escrow structuring, structured investments, and treasury consulting services, as well as a procurement card program provided by our affiliate, PFM Financial Services LLC
- **AWARDS AND RECOGNITION:** PFM was ranked in the top 7% of asset management firms according to Pensions & Investments 2015 rankings for U.S. tax-exempt institutional assets managed internally

Growth in Assets Under Management and Advisement (in billions)



PFM Locations



Michelle Binns
222 N LaSalle St
Suite 910
Chicago, IL 60601

312.523.2428
binns@pfm.com
pfm.com

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**SUPPLEMENT DATED JULY 26, 2016 TO THE
ILLINOIS TRUST INFORMATION STATEMENT
DATED FEBRUARY 23, 2016**

This Supplement supplies additional information with respect to the ***Illinois Portfolio***, a portfolio established by the Board of Trustees (the “Board”) of the Illinois Trust (the “Trust”) and should be read in conjunction with the Trust Information Statement dated February 23, 2016 as supplemented to date. Terms used in this Supplement shall be as defined in the Information Statement.

Please be advised that the Board approved the adoption of GASB 79 requirements at a meeting held on May 18, 2016. As a result of this adoption, the Board has determined, in consultation with the Investment Adviser, that it will manage the ***Illinois Portfolio*** in accordance with GASB 79 requirements, as applicable, for continued use of amortized cost.

The date of this Supplement is July 26, 2016.

THIS IS A SUPPLEMENT TO THE INFORMATION STATEMENT DATED FEBRUARY 23, 2016. IT PROVIDES ADDITIONAL INFORMATION ABOUT THE TRUST. A COMPLETE INFORMATION STATEMENT, INCLUDING ALL SUPPLEMENTS, IS AVAILABLE UPON REQUEST BY CONTACTING A TRUST REPRESENTATIVE AT (800) 731-6870 FOR THE IIIT CLASS AND (800) 731-6830 FOR THE IPDLAF+ CLASS OF THE ILLINOIS PORTFOLIO.

PLEASE RETAIN THIS SUPPLEMENT FOR FUTURE REFERENCE.

Illinois Trust

Information Statement

February 23, 2016



A comprehensive cash
management program
exclusively for
Illinois Public Agencies.

Illinois Portfolio-IIIT Class
Illinois Portfolio-IPDLAF+ Class
Illinois TERM Portfolio

CONTENTS

Part 1

Part 1 presents key facts about the Portfolios and Programs of the Trust, including information on costs, minimums, policies, and how to place transaction orders. Part 1 is descriptive, not definitive, and is qualified by the information contained in Part 2.

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Part 2

Information Statement Addendum

Part 2 contains supplemental information to Part 1. Some of this information further defines or qualifies information presented in Part 1. There is also information on additional topics, such as the history of the Trust. Parts 1 and 2 together constitute the offering document for the Portfolios and Programs.

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Terms Used in this Document

BAM Program Bond Account Management Program.

Business Day Any day on which both the bond market (as determined by the Securities Industry and Financial Markets Association “SIFMA”) and the Custodian are open for business. The Portfolios or Programs may close early on any days when the bond market closes early. In light of anticipated limited availability for money market securities and fixed income settlement capacity limitations, the Portfolios will not be open for business on Good Friday even if the primary trading markets are open.

Certificates of Deposit Investment Program CD Purchase Program.

Code Internal Revenue Code of 1986 (as amended).

Custodian U.S. Bank National Association or the designated bank, agent, or trust company, responsible for safeguarding financial assets of the Illinois Trust and its portfolios

Declaration The Declaration of Trust through which the Trust was created.

EON - Easy online network. The Investment Adviser’s web-based information and transaction service.

FDIC Federal Deposit Insurance Corporation

Investment Adviser PFM Asset Management LLC, the Trust’s Investment Adviser, Administrator and transfer agent.

Investor A shareholder of one or more Portfolios of the Trust.

NCUA National Credit Union Association. An independent agency of the United States government that regulates, charters and supervises federal credit unions.

NCUSIF National Credit Union Share Insurance Fund. NCUA operates and manages NCUSIF. Backed by the full faith and credit of the U.S. government, the NCUSIF insures the accounts of millions of account holders in all federal credit unions and the vast majority of state-chartered credit unions.

Portfolios The Illinois Portfolio (including IIIT Class and IPDLAF+ Class) and Illinois TERM Portfolio. "Portfolio" refers to each specific section of this document in which it is used to describe the features of that particular Trust Portfolio.

Programs The CD Purchase Program, BAM Program and SAM Program, as applicable.

Program Participant An entity who uses the services of one or more Programs of the Trust.

SAM Program Separate Account Management Program.

Separate Account A separately managed account provided through the SAM or BAM Program.

Sponsors Illinois Association of Park Districts and the Illinois Park and Recreation Association. *IPDLAF+ Class only.*

Trust The Illinois Trust, a trust organized under the state of Illinois, currently comprised of the Illinois Portfolio and the Illinois TERM Portfolio.

Trustees Members of the Board of Trustees of the Trust.

Portfolio Summaries

Illinois Portfolio *IIIT Class, IPDLAF+ Class*

Investment Objective

To earn the highest income consistent with preserving principal and maintaining liquidity, and to maintain a stable \$1.00 net asset value ("NAV").

Principal Investment Strategies

The Illinois Portfolio (the "Portfolio") invests exclusively in high-quality money market instruments all of which are permitted investments pursuant to the Illinois Public Funds Investment Act, 30 ILCS 235/1 *et seq.* Investments include but are not limited to:

- Obligations of the U.S. Government and its Agencies and Instrumentalities
- Repurchase agreements involving obligations of the U.S. Government and its Agencies and Instrumentalities
- Certain obligations of financial institutions, including certificates of deposit issued by FDIC-insured banks
- Negotiable Certificates of Deposit
- Commercial Paper
- Bankers' Acceptances
- Obligations of banks
- Floating-rate and variable-rate obligations
- Money market mutual funds and other pooled investment vehicles that observe certain investment restrictions

The Investment Adviser may adjust exposure to interest rate risk, typically seeking to protect against possible rises in interest rates and to preserve yield when interest rates appear likely to fall.

The Portfolio is designed to maintain a dollar-weighted average maturity of no more than 60 days and a dollar-weighted average life (final maturity, adjusted for demand features but not interest rate adjustments) of no more than 120 days. In addition, it only buys investments that have either a final or effective maturity (or, for repurchase agreements, a remaining term) of 397 days or less.

Main Risks

As with any similar pooled investment, there are several factors that could hurt the Portfolio's performance, cause you to lose money, or cause the Portfolio's performance to be less than that of other investments.

- **Interest rate risk** When short-term interest rates fall, the Portfolio's yield is likely to fall. When interest rates rise, especially if the rise is sharp or unexpected, the Portfolio's share price could fall.
- **Credit risk** The issuer of a security could fail to pay interest or principal in a timely manner. The credit quality of the Portfolio's holdings could change rapidly in certain markets, and the default or decline in credit quality of even a single investment could cause the Portfolio's share price to fall.
- **Liquidity risk** The Portfolio's share price could fall during times when there are abnormal levels of redemption requests or markets are illiquid.
- **Management risk** Performance could be hurt by decisions made by the Investment Adviser, such as choice of investments or timing of buy/sell decisions.

An investment in the Portfolio is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Portfolio seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the Portfolio.

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Management

Investment Adviser PFM Asset Management LLC.

The Portfolio has two share classes, each with its own expenses, returns, account minimums, and other policies and services. The features of each class are summarized below.

Fees and Expenses

These are the fees and expenses you will pay when you buy and hold shares in each share class of this Portfolio. The figures shown here do not reflect the effects of any voluntary expense reductions. Going forward, actual expenses may be higher or lower.

Annual Portfolio Operating Expenses

(Fees and expenses shown are gross numbers based on the prior year's audited financial statements and may be subject to certain fee waivers.)

IIIT Class Shares

Management and administrative fees	0.25%
Other operating expenses	0.08%
Total annual class operating expenses	0.33%

IPDLAF+ Class Shares*

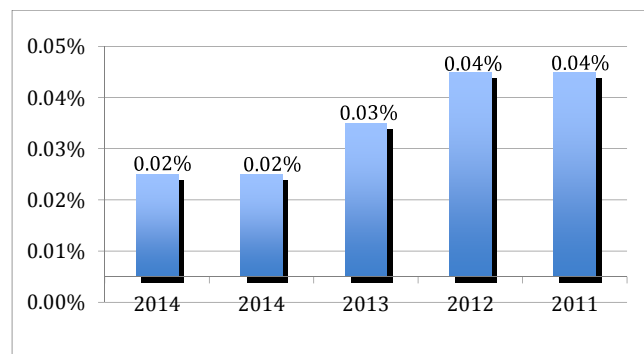
Management and administrative fees	0.25%
Other operating expenses	0.16%
Total annual class operating expenses	0.41%

Past Performance

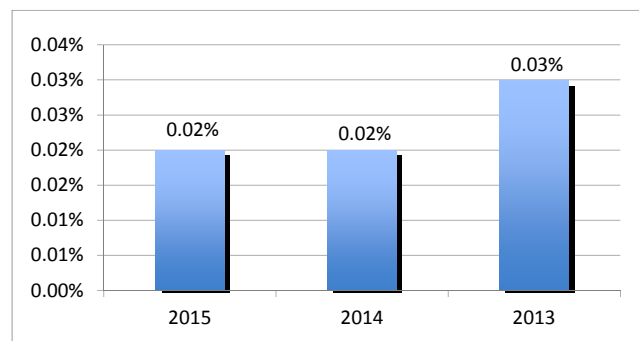
All performance figures shown here assume that dividends were reinvested. Figures shown are for the five most recent audited fiscal years. For current yield information, call (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class. Past performance may not indicate future results.

Fiscal Year Ended September 30th Total Returns (%)

IIIT Class Shares



IPDLAF+ Class Shares*



**The IPDLAF Class of the Illinois Portfolio commenced operations on February 27, 2012 when the Trust acquired all of the assets and liabilities of the Illinois Park District Liquid Asset Fund Plus in exchange for shares of the newly created IPDLAF+ Class of the Illinois Portfolio. The Illinois Park District Liquid Asset Fund Plus was subsequently dissolved as a legal entity."*

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Purchase and Sale of Portfolio Shares

IIIT Class**Minimum Initial Investment** \$1.00**Minimum Account Balance** \$1.00**Minimum Holding Period** 1 day

You can place orders to buy or sell IIIT Class shares by wire, automated clearing house (ACH), internal transfers or by check. Notification of these purchases may be made by telephone, by mail, by fax, or via EON, our web-based information and transaction service.

IPDLAF+ Class**Minimum Initial Investment** \$1.00**Minimum Account Balance** \$1.00**Minimum Holding Period** 1 day

You can place orders to buy or sell IPDLAF+ Class shares by wire, automated clearing house (ACH), internal transfers or by check. Notification of these purchases may be made by telephone, by mail, by fax, or via EON, our web-based information and transaction service.

Placing Orders

To place orders, contact us at:

IIIT Class**Online** www.iiit.us**Phone** 800-731-6870**IPDLAF+ Class****Online** www.ipdlaf.org**Phone** 800-731-6830

Orders can be processed the same Business Day if they are received and accepted by the Investment Adviser by 1:00 p.m. Central Time and (for purchases) if the Portfolio's Depository Bank receives federal funds by wire prior to the close of business. Otherwise, they are processed on the next Business Day. ACH transfer orders are processed on the next Business Day if requested by 1:00 p.m. Central Time. Otherwise, they are processed on the second Business Day after the Business Day on which they are received.

For more complete information on buying and selling shares, see "Buying Shares" and "Redeeming Shares." For information on the potential tax consequences of investing in the Portfolio, see "Tax Information."

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Illinois TERM Portfolio

Investment Objective

To provide an investment subject to pre-set redemptions occurring from 60 days to one year from the time of investment, and that will produce the highest earnings consistent with maintaining principal at maturity and meeting the redemption schedule. The Illinois TERM Portfolio seeks to assure the return of principal on the planned maturity date, although principal value may fluctuate prior to that date, and therefore may be greater or less than \$1.00 a share. There is a penalty for early withdrawal, and NAV may be more or less than \$1.00 a share.

Fees and Expenses

These are the fees you may pay when you buy and hold shares in Illinois TERM.

Annual Portfolio Operating Expenses (Fees and expenses shown may be subject to certain fee waivers)

Management and administrative fees	0.25%
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Additional expenses attributable to a specific TERM portfolio series are borne by that series, while expenses of the Trust are allocated based on the relative net assets of each series when such expenses are incurred. Total operating expenses of a particular Illinois Term series may vary.

Illinois TERM may charge significant penalties for any redemptions prior to the agreed-upon redemption date. As the penalty charged is based on actual costs incurred in effecting the redemption and protecting the interests of other Portfolio Investors, the actual amount of the penalty cannot be stated in advance.

Principal Investment Strategies

Illinois TERM invests exclusively in high quality money market instruments all of which are permitted investments pursuant to the Illinois Public Funds Investment Act, 30 ILCS 235/1 *et seq.* Investments include but are not limited to:

- Obligations of the U.S. Government and its Agencies and Instrumentalities
- Repurchase agreements involving obligations of the U.S. Government and its Agencies and Instrumentalities

- Certain obligations of financial institutions, including certificates of deposit issued by FDIC-insured banks
- Negotiable Certificates of Deposit
- Commercial Paper
- Bankers' Acceptances
- Obligations of banks
- Floating-rate and variable-rate obligations
- Money market mutual funds and other pooled investment vehicles that observe certain investment restrictions

Main Risks

As with any similar pooled investment, there are several factors that could hurt the Portfolio's performance, cause you to lose money, or cause the Portfolio's performance to trail that of other investments.

- **Credit risk** The issuer of a security could fail to pay interest or principal in a timely manner. The credit quality of an Illinois Term portfolio's holdings could change rapidly in certain markets, and the default or decline in credit quality of even a single holding could cause the portfolio's share price to fall.
- **Early redemption risk** Early redemption penalties charged to an Investor by Illinois Term could reduce or eliminate investment gains, and could mean that the amount that Investor receives back is less than the initial investment.
- **Management risk** Performance could be hurt by decisions made by the Investment Adviser, such as choice of investments or investment maturities or timing of buy/sell decisions.

An investment in Illinois TERM is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Portfolio seeks to preserve the value of your investment on the planned redemption date at \$1.00 per share, it is possible to lose money by investing in Illinois TERM.

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Past Performance

The performance of each individual series of the Portfolio may vary. For current rates, call (800) 731-6870 for the IIIT Class and Illinois TERM and (800) 731-6830 for the IPDLAF+ Class and Illinois TERM. Past performance may not indicate future results.

Management

Investment Adviser PFM Asset Management LLC

Purchase and Sale of Portfolio Shares

Minimum Initial Investment \$100,000.

Minimum Subsequent Investment \$100,000.

Minimum Account Balance \$100,000.

Minimum Term 60 days. Premature withdrawal may result in a penalty.

Maximum Term 1 year.

Placing Orders

You can purchase shares of the Portfolio by redeeming shares in an Illinois Portfolio, IIIT Class or IPDLAF+ Class account. When your investment in the Portfolio matures, or if you redeem shares prior to maturity, funds will be reinvested in Illinois Portfolio IIIT Class or IPDLAF+ Class shares. Please call the Investment Adviser for an indication of projected yield, fees, and expenses.

For more complete information on buying and selling shares, see "Buying Shares" and "Redeeming Shares." For information on the potential tax consequences of investing in the Portfolio, see "Tax Information."

Additional Fund Programs

Overview

From time to time the Investment Adviser may, at the request or with the approval of the Trustees, make other services or programs available to Investors of the Trust. Investors are advised that these additional services and programs are separate from the investment programs encompassed by the Trust, and the Trustees of the Trust take no responsibility for such services or programs. The parties offering such programs are solely responsible for them, and questions regarding any such service or program should be directed to the party offering it. The interests held under any Additional Program are in the name of the respective Investors and are not part of the assets of any series of the Trust.

At present, the Investment Adviser offers to Trust Investors a Certificates of Deposit Investment Program, a SAM Program, and a BAM Program. *These programs are separate from the Trust's investment program and its Board takes no responsibility for them. Investors that opt to take advantage of these programs must enter into a separate agreement with the Investment Adviser.*

For further information about each Program, contact the Investment Adviser.

Certificates of Deposit Investment Program

CDs available through the Certificates of Deposit Investment Program are issued by institutions whose deposits are insured by the FDIC or NCUSIF within limits prescribed by law. FDIC or NCUSIF insurance is backed by the full faith and credit of the United States government. For each depositor that otherwise qualifies, interest and principal are fully insured up to the applicable insurance limit in effect at the time of purchase. In order to maintain FDIC or NCUSIF insurance coverage of both principal and interest on CDs purchased through the Certificates of Deposit Investment Program, CDs may only be purchased in amounts so that the total value of the CD and all interest thereon will not exceed the applicable FDIC or NCUSIF insurance limit. For purposes of providing advice on CDs, the Investment Adviser will assume, unless the Program Participant informs the Investment Adviser to the contrary, that the Program Participant is entitled to the applicable FDIC or NCUSIF insurance on each CD purchased through the Program.

Additional information regarding FDIC or NCUSIF coverage limits and requirements can be found at: www.myFDICinsurance.gov and www.ncu.gov.

Eligible CDs

The Investment Adviser seeks to ensure that each Program Participant's CD investments are entirely covered by FDIC insurance. The Investment Adviser also reviews the financial condition of each financial institution whose CDs are being offered under the program.

Redemption of Program CDs

On the maturity date, redemption proceeds will automatically be wired to your Illinois Portfolio IIIT Class or IPDLAF+ Class account.

Separate Account Management (SAM)

In the SAM program, the Investment Adviser works closely with each Program Participant to create a comprehensive investment strategy and individual portfolio for operating funds and reserves of the Program Participant. Each SAM account is created by the Investment Adviser following a review of budget and cash flow projections and schedules of the Program Participant. SAM accounts can be managed on either discretionary or non-discretionary basis. Program Participants participating in the SAM program receive a cash flow review, investment policy review and assistance in determining acceptable benchmarks, in addition to other cash management services (during the term of the investment advisory agreement). SAM is designed to apply to all or a substantial portion of a Program Participant's budget on an annual basis.

Bond Account Management (BAM)

In the BAM program, the Investment Adviser works closely with the Program Participant to create a comprehensive investment strategy and portfolio for the Program Participant while focusing on the project's disbursement needs. In addition, the Investment Adviser offers arbitrage rebate services, investment policy review and development, cash flow modeling, and cash management services.

Illinois Trust

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Main Risks

There are several risk factors that you bear directly as a Certificates of Deposit Investment Program Participant.

- **Credit risk** The issuer of a CD could fail to pay interest or repay principal in a timely manner. In such a case, the amount and the timing of any repayment may depend on the FDIC or NCUSIF.
- **FDIC or NCUA risk** If the FDIC or NCUSIF fails to honor its stated coverage of CDs purchased through the Certificates of Deposit Investment Program, you would be solely responsible for resolving the matter with the insuring party and would bear any losses.
- **Eligibility risk** The Certificates of Deposit Investment Program does not actively monitor any Program Participant's eligibility for FDIC or NCUSIF coverage or the eligibility of any particular CD for any Program Participant. The Program Participant is solely responsible for notifying the Investment Adviser about outside investments that may have an adverse effect on assets invested through the Certificates of Deposit Investment Program.
- **Excess deposit risk** Because the Certificates of Deposit Investment Program can not actively monitor deposits of any type that are made outside the Program, your total deposits with a financial institution could exceed FDIC or NCUSIF coverage limits, leaving you exposed to potential losses should the financial institution be unable to honor its commitments to depositors.
- **Early redemption risk** CDs are not liquid and may be subject to early redemption. Early redemption penalties charged by the CD issuer could reduce or eliminate any earnings, and could mean that the amount you get back is less than your initial purchase amount.

There are also risks that you bear directly as a SAM/BAM Program Participant:

- **Interest rate risk** When short-term interest rates fall, the market value of any fixed rate investment is likely to rise. When interest rates rise, especially if the rise is sharp or unexpected, a security's market value is likely to fall.
- **Credit risk** The issuer of a security could fail to pay interest or principal in a timely manner. The credit quality of any security could change rapidly in certain markets, and the default or decline in credit quality of even a single holding could cause the overall value of program securities to fall.
- **Liquidity risk** The value of program securities could fall during times when markets are illiquid.

- **Management risk** Performance could be hurt by decisions made by the Investment Adviser, such as choice of investments.

Additional Program Compensation

The fees for the Additional Programs are negotiated directly by the Investment Adviser with the Program Participant and determined after a review of various factors. The Investment Adviser has agreed with the Trust that investment advisory, administrative and marketing fees for the SAM Program shall not exceed 12 basis point (0.12%) of the daily assets under management of each SAM portfolio, subject to a minimum investment advisory fee of \$25,000 for all SAM portfolios. The Investment Adviser has agreed with the Trust that the investment advisory fees for the BAM Program shall also be determined under separate agreement with the Investment Advisor. The Investment Adviser has further agreed that investment advisory, administrative and marketing fees for the Certificates of Deposit Investment Program shall not exceed 25 basis points (0.25%) of the principal amount under management.

Management

Investment Adviser PFM Asset Management LLC

Custodian (*Applicable to the BAM Program only*)

Although Program Participants are free to choose a custodian, the Trust has arranged for its Custodian, U.S. Bank, to be available to serve as custodian for the assets of any BAM Program account. The Custodian holds cash and securities of each account in a separate account in the name of the applicable Program Participant. The Custodian does not participate in investment decisions.

Tax Information

We suggest that you check with your tax advisor before purchasing CDs or any other investments. Relevant considerations may include:

- Section 115(1) of the Code, which provides that the gross income of a state or political subdivision does not include income derived from the exercise of any essential government function.
- Section 148 of the Code (and related regulations) covering rebate requirements, which may apply to anyone investing tax-exempt bond proceeds.
- The arbitrage limitations or rebate requirements of section 148 of the Code (and related regulations), under which states and municipalities may be required to pay the U.S. Treasury a portion of earnings they derive from the investment of certain funds.

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Investing

Opening an Account

Eligible Investors

In accordance with the Declaration of Trust establishing the Trust and applicable law, eligible Investors in the Trust include any public agencies including, but not limited to, counties, townships, cities, towns, villages, school districts, housing authorities and public water supply districts, to jointly invest funds in accordance with the laws of the State of Illinois. *The IPDLAF+ Class of the Illinois Portfolio is limited to Investors which are park districts, forest preserve districts, conservation districts and joint recreational programs and shares of the IIIT Class are available for investment by other eligible entities.*

Investor Accounts

The Trust does not issue share certificates. Instead, an account is maintained for each Investor by the Trust's Administrator acting as transfer agent. Each Investor's account will reflect the full and fractional shares of the Trust's Portfolio(s) that it owns. An Investor will be sent confirmations of each transaction in shares and monthly statements showing account balances.

Sub-Account Services

An Investor may open sub-accounts with the Trust for accounting convenience or to meet requirements regarding the segregation of funds. Sub-accounts can be established at any time. An Investor may call (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class for further information and to request the necessary forms.

Account Opening Process

To open an account, please call the Administrator (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class:

PFM Asset Management LLC
P.O. Box 11760
Harrisburg, PA 17108-11760

Upon approval of a new account application, an account number will be provided to the Investor within twenty-four hours.

Shares of the Trust may be purchased on any Business Day by contacting the Administrator.

The Trust reserves the right to reject any investment and to limit the size of an Investor's account.

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Buying Shares — Illinois Portfolio, IIIT Class and IPDLAF+ Class

Investors may invest in the IIIT Class and IPDLAF+ Class using EON, by telephone, by fax or by mail. Once an account has been opened, shares may be purchased by

next day transfer, same day wire, direct deposit or check as follows:

Method	Instructions	Additional information
Wire (same-day settlement)	- Initiate a transaction online through EON, or by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class before 1:00 p.m. Central Time, or by faxing request to 1-888-535-0120. - Provide the following information: - Investor's account name and account number - Name of portfolio and share class - Name of bank sending wire	- It is your responsibility as an Investor to ensure that immediately available funds are received by the Trust on the settlement date. - The Trust does not charge a fee for receipt of these wires. However, an Investor's bank may charge for wiring funds. - If funds are not available on the settlement date, you may be charged a fee.
Investor Initiated ACH transfer (settles next Business Day)	- Before making your first transfer, call (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class and register for ACH transfers. - Initiate an ACH transaction online through EON, by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class before 1:00 p.m. Central Time, or by faxing a request to 1-888-535-0120. - Shares may be purchased by requesting that the Administrator initiate an ACH transfer from an Investor's local bank account. All ACH requests must be reported to the Trust by 1:00 p.m. Central Time in order to begin earning interest in an Investor's account the following Business Day.	- Requests received after 1:00 p.m. Central Time will be initiated the next Business Day and will begin to earn interest two Business Days after the notice. - Please contact the Administrator at (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class for appropriate forms and further details. - The Trust does not charge fees for ACH transfers, and transferring banks generally do not impose fees for ACH transfers initiated by the Trust either.
Third-Party Initiated ACH Purchases	- Shares may be purchased by Investors arranging to allow third-parties to directly deposit funds to their Investor account by ACH. Shareholders who want to permit such a purchase must submit certain information regarding the third-party, in writing, to the Trust's Administrator prior to the third-party initiating the ACH. - Third-party initiated ACH purchases, reported by the Custodian to the Administrator by 1:00 p.m. Central Time will begin earning interest that same day. - To arrange for third-party ACH purchases Investors can contact the Administrator by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class.	- Third-party initiated ACH purchases reported by the Custodian to the Administrator after 1:00 p.m. Central Time will begin earning interest the next Business Day. - Banks that originate ACH transactions cause the ACH to be initiated at least one Business Day prior to its being reported by the Custodian to the Administrator.

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Method	Instructions	Additional information
Check (settles when the check is fully available)	- Checks to purchase shares should be endorsed as follows: For deposit only Illinois Portfolio – IIIT Class or IPDLAF+ Class Further credit: (Entity name & Account number) - If you have deposit tickets reflecting your entity name and all or part of your Trust account number, or generic Trust deposit tickets sent to you by the Trust, you may either bring your deposit to a US Bank branch or mail your deposit to: U.S. Bank N.A. Bank by Mail P.O. Box 1950 St. Paul, MN 55101-0950	- Shares will be issued when the check is fully credited to the applicable Illinois Portfolio Class account with the Custodian. This normally occurs within 1-3 Business Days after the Check Clearing Agent receives the check. - An Investor should contact the Trust by calling the Administrator at (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class with any questions regarding purchasing shares via check.
Online	- Investors may also purchase shares using the above methods via EON. Before making your first online transaction, submit both the Contact Record form and Permissions form, which may be obtained by calling the Administrator at (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class. - Use EON to place wire or Investor-initiated ACH orders.	

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Redeeming Shares — Illinois Portfolio, IIIT Class & IPDLAF+ Class

You may withdraw all or any portion of the funds in your account by redeeming shares. Shares will be redeemed at the net asset value per share next determined after receipt of a request for withdrawal in proper form. This

determination is made at the conclusion of each Business Day. Funds may be withdrawn in any of the ways shown below.

Method	Instructions	Additional information
Wire (same-day settlement)	- Initiate a wire online through EON, or call (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class, or fax the request to 1-888-535-0120 on any Business Day to request a withdrawal and the transfer of proceeds using banking instructions on file with the Trust. - If your request is received before 1:00 p.m. Central Time, funds will be wired on that same day. - Requests received after 1:00 p.m. Central Time will be processed on the following Business Day.	- You must notify us in writing of any changes to the specified banking instructions. - The Trust does not charge for a same day wire, but an Investor's depository may.
Investor Initiated ACH transfer (next Business Day settlement)	- Shares may be redeemed by requesting that the Administrator initiate an ACH transfer to an Investor's specified bank or vendor account. - All ACH requests must be made to the Administrator by 1:00 p.m. Central Time to be available in the Investor's specified bank or vendor account the following Business Day. - An Investor can initiate an ACH transfer by entering the request on EON, or by contacting the Administrator by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class, or by faxing the request to 1-888-535-0120.	- ACH's will only be initiated if the instructions authorizing ACH transfers to the specified bank or vendor account have been submitted in writing to the Administrator prior to the request. - Requests received after 1:00 p.m. Central Time will be initiated the next Business Day and be available in the specified bank or vendor account two Business Days after the notice.
Third-Party Initiated ACH Redemptions	- Shares may be redeemed by Investors arranging to allow third-parties to directly withdraw from their Investor account by ACH. Shareholders who want to permit such a redemption must submit certain information regarding the third-party, in writing, to the Trust's Administrator prior to the third-party initiating the ACH. - Third-party initiated ACH redemptions reported by the Custodian to the Administrator by 1:00 p.m. Central Time will effectuate a redemption of shares and transfer from the Shareholder's account that same day. - To arrange for third-party ACH redemptions, Investors can contact the Administrator by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class.	- Third-party initiated ACH redemptions reported by the Custodian to the Administrator after 1:00 p.m. Central Time will be available in the specified bank or vendor account the next Business Day. - The third-party initiator must generally cause the ACH to be initiated one Business Day before the ACH is reported by the Custodian to the Administrator.

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Method	Instructions	Additional information
Online	- Investors may also redeem shares using the above methods via EON. Before making your first online transaction, submit both the Contact Record form and Permissions form, which may be obtained by calling the Administrator at (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class. - Use EON to place wire or Investor-initiated ACH orders.	Changes to withdrawal instructions must be received in writing by the Administrator in proper form.
Withdrawal of All Funds in Account	If at any time an Investor wishes to withdraw all of the funds in an account, the proceeds will be sent to the Investor by a Same Day Wire or Next Day Transfer according to the Investor's instructions.	

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Buying Shares — Illinois TERM

Once your application to open an Illinois TERM Portfolio account has been accepted, you may invest in the Portfolio either by authorizing the Investment Adviser to invest funds in an Illinois TERM Portfolio account or by reinvesting a matured Illinois TERM Portfolio investment. Prior to placing any order, call us to discuss the amount and term of your investment and to get information on the projected yield. Each investment will be given its own

projected yield. Yields may vary according to the term of the investment and the rates available at the time of investment.

The Investment Adviser may refuse any investment or limit the size of an investment.

Redeeming Shares — Illinois TERM

Funds may be withdrawn in any of the ways shown below.

Type of Redemption	Instructions	Additional information
Maturity	No action required. Redemption value will be reinvested in IIIT Class or IPDLAF+ Class shares (as applicable) at maturity date.	Redemption value per share will equal the purchase price plus dividends (at the projected yield) minus any losses incurred by the series (not counting those resulting from premature redemptions).
Premature Redemption <i>Redemption prior to maturity date</i>	- Send a letter to the Investment Adviser requesting redemption prior to maturity date. Alternatively, IIIT Class Investors can notify the Investment Adviser by calling (800) 731-6870 and IPDLAF+ Class Investors can call (800) 731-6830 and follow up with written confirmation of your instructions. 7 days after we receive your request, redemption value proceeds will be transferred to purchase IIIT Class or IPDLAF+ Class shares (as applicable).	- Premature redemption amounts must be for the entire investment or, for partial redemptions, must be in increments of \$10,000. - Redemption value per share will equal the purchase price plus dividends earned to date minus any losses incurred by the series and any premature redemption penalty.
Planned Early Redemption <i>Redemption prior to maturity date</i>	- At the time an order for shares is placed, Investors may submit a request for redemption on a Planned Early Redemption Date prior to the termination date for the series without the imposition of a penalty. - Redemption value will be reinvested in IIIT Class or IPDLAF+ Class shares (as applicable) on the Planned Early Redemption date.	The redemption value per share for shares being redeemed on a Planned Early Redemption Date is equal to the original purchase price for such shares plus dividends thereon, less such share's allocation of any losses incurred by the series (other than losses resulting from Premature Redemption of shares of the series).

Illinois Trust

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Policies Concerning Withdrawals

Suspending Withdrawals

The Trustees can suspend the right of withdrawal or postpone the date of payment if the Trustees determine that there is an emergency that makes the sale of a Portfolio's securities or determination of its net asset value not reasonably practical.

General Policies

Services to Investors

The Trust offers certain additional account features at no extra charge, including:

Statements Daily transaction confirmations are available only on EON. The Investment Adviser provides monthly statements showing the previous month's transactions, dividends paid and the account balance as of the statement date. The statements also indicate total year-to-date income earned. Monthly statements are also available through EON within two business days after month-end. Participants may elect to stop receiving statements by mail.

Information Services Toll-free telephone service is available to provide Investors with information including up-to-date account information and transaction history and to receive instructions for the investment or withdrawal of funds. IIIT Class Investors call (800) 731-6870 and IPDLAF+ Class Investors call (800) 731-6830.

Websites Account information and information regarding the Trust's Portfolios and Programs along with current news about the Trust can be found at www.iiit.us for IIIT Class Investors and www.ipdlaf.org for IPDLAF+ Investors. A password and user identification are required to initiate a transaction or access account information. The system can be accessed through the www.iiit.us and www.ipdlaf.org websites by selecting "Access Your Account." A password and user identification can be received by contacting the Administrator at (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class.

Rights we reserve

The Trust reserves the right, acting through its appropriate entity, to do any of the following:

- Add, change, or drop account minimums at any time without advance notice.
- Reject any investment or to limit the size of any Investor's account.
- Limit the frequency of purchases for any reason.

- Establish a minimum check amount, or terminate, suspend, or alter check writing privileges.

Tax Information

We suggest that you check with your tax advisor before investing in an Illinois Trust Portfolio or through any Trust Program.

Financial Highlights

The Portfolios' financial statements and financial highlights have been audited and are included in the Illinois Trust Annual Reports for the year end. The Annual Reports are available upon request.

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Part 2 – Information Statement Addendum

General Information

The Trust

History and Description of the Trust

On September 27, 2011, the Board of Trustees of the former Illinois Institutional Investors Trust ("IIIT") approved an Agreement and Plan of Reorganization (the "Plan") between IIIT and the Illinois Park District Liquid Asset Fund Plus ("IPDLAF+"), which Plan was approved by the Board of Trustees of the IPDLAF+ on September 21, 2011. Until its dissolution effective February 27, 2012 in accordance with the Plan, IPDLAF+ was a common law trust established to provide an investment opportunity for Treasurers or other official custodians of the funds of Illinois park districts, forest preserve districts, conservations districts and joint recreational programs. IPDLAF+ has substantially the same investment objectives and policies of the Trust and PFM Asset Management LLC also serves as the Investment Adviser and Administrator of IPDLAF+.

On February 27, 2012, IIIT acquired the assets and liabilities of IPDLAF+. In conjunction with the Plan, IIIT was renamed Illinois Trust and the existing IIIT Portfolio was renamed Illinois Portfolio. Shares of the existing IIIT Portfolio became shares of the IIIT Class of the Illinois Portfolio and the existing IIIT TERM Portfolio was renamed Illinois TERM Portfolio. Additionally, existing shares of the Illinois Portfolio were exchanged for shares in the newly created IPDLAF+ Class of the Illinois Portfolio and IPDLAF+ was dissolved as a legal entity. The IPDLAF+ Class of the Illinois Portfolio is limited to Investors which are park districts, forest preserve districts, conservation districts and joint recreational programs and shares of the IIIT Class are available for investment by other eligible entities.

The Trust consists of the Illinois Portfolio (including the IIIT Class and IPDLAF+ Class) and the Illinois TERM Portfolio (including various TERM Series), (each a "Portfolio" or collectively, the "Portfolios"). The Illinois Portfolio seeks to provide Investors with high current income consistent with the preservation of capital and the maintenance of liquidity. Each Illinois TERM Series is a fixed rate, fixed-term investment that seeks to obtain a high rate of return. The Trust pursues these objectives by conducting a professionally managed investment program consistent with the policies and restrictions described below:

The Declaration

Each potential Investor in the Trust receives a copy of the Declaration of Trust before it becomes an Investor. Certain portions of the Declaration of Trust are summarized in this Information Statement. However, these summaries are qualified in their entirety by reference to the text of the Declaration of Trust.

Description of Shares. The Declaration of Trust authorizes the issuance of an unlimited number of non-transferable shares that may be used to represent the proportionate allocation among Investors of beneficial interest in the Trust. These shares do not entitle Investors to any preference, conversion, exchange or preemptive rights. No shares may be assigned or transferred to any person other than the Trust itself at the time of withdrawal. Furthermore, shares may not be pledged, hypothecated or otherwise encumbered by an Investor.

The Trustees, in their discretion, from time to time, may authorize the division of shares into two or more separate series and the division of any series into two or more separate classes of Shares, as they deem necessary and desirable. The different series or classes shall be established and designated, and the variations in the relative rights and preferences as between the different series or classes, shall be fixed and determined, by the Trustees, without the requirement of Investor approval. Each series shall relate to a separate portfolio of investments.

An Investor only receives earnings from the investments of the series or class in which it invests. The investment portfolio of each series is independent of the investment portfolio of each other series. In the event of the incurrence of a loss with respect to any series (whether of principal or interest), no contribution will be made to such series from the portfolio of any other series to offset such loss. No series constitutes security or collateral for any other series.

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Voting. For all matters requiring a vote of Investors, each Investor is entitled to one vote with respect to each matter, regardless of the number of shares that the Investor holds. Investors are not entitled to cumulative voting or voting on a series-by-series or class-by-class basis.

Withdrawals. Pursuant to a request for withdrawal of shares from an Investor, in accordance with the procedures set forth in the Declaration of Trust, the Trust shall cause to be delivered to the Custodian a certificate signed on behalf of the Trust specifying the amount to be paid for the shares redeemed. A withdrawal request made by an Investor in the form of a check drawn upon its Trust account with Custodian is deemed to constitute the presentation of a certificate. Investors also may make withdrawals by written, telephonic or facsimile request in accordance with the procedures set forth in this Information Statement.

Distributions. In addition to distributions made pursuant to withdrawals by Investors, the Trustees may from time to time declare and pay to the Investors in those series or classes, in proportion to their respective ownership of shares, such supplementary distributions as they may determine necessary, out of the earnings, profits or assets in the hands of the Trustees. The declaration and payment of such supplementary distributions and the determinations of earnings, profits, and other funds available for such supplementary distributions or other purposes, shall lie wholly in the discretion of the Trustees and may be made at such time and in such manner as they, in their sole discretion, determine.

The Trustees may also allocate to the Investors in the IIIT Class and IPDLAF+ Class, in proportion to their respective ownership of shares, additional shares in such manner and on such terms as they may deem proper.

Any or all supplementary distributions will be made among the Investors of record at the time of declaring such distribution or among the Investors of record at such other date as the Trustees shall determine. Subject to the foregoing, an Investor may only receive such supplementary distribution from the investments of the series and/or class in which it participates.

Borrowing. The Trust may not borrow money or incur indebtedness except to facilitate as a temporary measure: (a) withdrawal requests which might otherwise require unscheduled dispositions of Portfolio investments; (b) for a period not to exceed one (1) business day, withdrawal requests pending receipt of collected funds from investments sold on the date of the withdrawal requests or withdrawal requests from Investors who have notified the Trust of their intention to deposit funds in their accounts on the date of the withdrawal request; or (c) for a period not to exceed one (1) business day, the purchase of Permitted Investments pending receipt of collected funds from Investors who have notified the Trust of their intention to deposit funds in their accounts on the date of the purchase of the Permitted Investments.

Investor Liability. The Declaration of Trust provides that Investors shall not be subject to any individual liability for the acts or obligations of the Trust and provides that every written undertaking made by the Trust shall contain a provision that such undertaking is not binding upon any of the Investors individually. The Trustees intend to conduct the operations of the Trust, with advice of counsel, in such a way as to avoid ultimate liability of the Investors for liabilities of the Trust.

Responsibility of Trustees, Officers and Agents. No Trustee, officer, employee or agent of the Trust (or other person who might be designated by the Trustees) is individually liable to the Trust, an Investor, an officer, an employee or an agent of the Trust, for any action or failure to act unless it is taken or omitted in bad faith or constitutes willful misfeasance or misconduct, reckless disregard of duty or gross negligence. All third parties shall look solely to the Trust property for the satisfaction of claims arising in connection with the affairs of the Trust.

Indemnification. Subject to certain conditions and limitations set forth in the Declaration of Trust, the Trust will indemnify each of its Trustees and officers, and employees and any other persons designated by the Trustees to receive such indemnification, against all liabilities and expenses (including, without limitation, amounts paid in satisfaction of judgments, in compromise or as fines and penalties, and counsel fees) reasonably incurred by him or her in connection with the defense or disposition of any action, suit or other proceeding by the Trust or any other person, whether civil or criminal, in which he or she may be involved or with which he or she may be threatened, while in office or thereafter, by reason of his or her being or having been such a Trustee, officer, employee, agent or otherwise designated person, except as to any matter as to which he or she shall have been adjudicated to have acted in bad faith or with willful misfeasance or misconduct or reckless disregard of his or her duties or gross negligence.

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Amendment and Termination of the Declaration

Amendment of Declaration of Trust. The Declaration of Trust may be amended by the affirmative vote of a majority of the Investors present in person or by proxy entitled to vote or by an instrument in writing, without a meeting, signed by a majority of the Trustees and consented to by not less than a majority of the Investors entitled to vote. The Trustees may, from time to time, by a two-thirds vote of the Trustees, and after fifteen (15) days' prior written notice to the Investors, amend the Declaration of Trust without the vote or consent of the Investors, to the extent that they deem necessary to conform the Declaration of Trust to the requirements of applicable laws or regulations, or any interpretation thereof by a court or other governmental agency, but the Trustees shall not be liable for failing to do so.

Termination of the Declaration of Trust. The Trust may be terminated by the affirmative vote of a majority of the Investors present in person or by proxy entitled to vote at any meeting of Investors or by an instrument in writing, without a meeting, signed by a majority of the Trustees and consented to by a majority of the Investors entitled to vote. Upon the termination of the Trust and after paying or adequately providing for the payment of all of its liabilities, and upon receipt of such releases, indemnities and refunding agreements as they deem necessary for their protection, the Trustees may distribute the remaining Trust property, in cash or in kind or partly in cash and partly in kind, among the Investors according to their respective proportionate beneficial interests.

Operating Policies

The Trust has developed operating policies pertaining to deposits, withdrawals, check writing, stop payments and wire and other electronic transactions. These operating policies are available to all Investors and may be amended from time to time. These policies have been developed for the protection of the Trust and its Investors. The policies are integral to the operation of the Trust and are binding on the Investors and potential investors.

Services

Advisory Services. The Trust has entered into separate Investment Advisory Agreements with the Investment Adviser, pursuant to which the Investment Adviser manages the investment of the Trust's Portfolios, including the placement of orders for the purchase and sale of Portfolio securities. The Investment Adviser obtains and evaluates such information and advice relating to the economy and the securities market as it considers necessary or useful to manage continuously the assets of the Trust in a manner consistent with the investment objectives and policies of the Portfolios.

Portfolio Transactions. Subject to the general supervision of the Trustees, the Investment Adviser is responsible for the investment decisions and for placing the orders for portfolio transactions for the Trust. The Trust's portfolio transactions occur primarily with major dealers in money market and government instruments acting as principals. Such transactions are normally on a net basis, which do not involve payment of brokerage commissions. Transactions with dealers normally reflect the spread between bid and asked prices.

Although the Trust does not ordinarily seek, but may nonetheless make profits through short-term trading, the Investment Adviser may, on behalf of the Trust, dispose of any portfolio investment prior to its maturity if it believes such disposition is advisable. The Trust's policy of generally investing in instruments with maturities of less than one (1) year will result in high portfolio turnover. However, since brokerage commissions are not normally paid on the types of investments which the Trust may make, any turnover resulting from such investments should not adversely affect the net asset value or net income of the Trust.

The Investment Adviser seeks to obtain the best net price and most favorable execution of orders for the purchase and sale of portfolio securities. Where price and execution offered by more than one dealer are comparable, the Investment Adviser may, in its discretion, purchase and sell investments through dealers which provide research, statistical and other information to the Investment Adviser or to the Trust. Such supplemental information received from a dealer is in addition to the services required to be performed by the Investment Adviser under its agreement with the Trust, and the expenses of the Investment Adviser will not necessarily be reduced as a result of the receipt of such information.

Portfolio investments will not be purchased from or sold to the Investment Adviser or any affiliate of the Investment Adviser.

Customer Service. The Investment Adviser operates a toll-free telephone facility to be used by Investors or by local governments interested in becoming Investors. The Investment Adviser also develops and maintains the online access and transaction systems.

Transfer Agent, Dividend Disbursing Agent. The Investment Adviser maintains account records for each Investor, produces statements of account, calculates and distributes the net income, and processes all transactions.

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Administrator. The Trust has entered into a separate agreements with the Investment Adviser and its wholly-owned broker-dealer subsidiary, PFM Fund Distributors, Inc., to provide administrative and distribution services to the Trust.

The Investment Adviser maintains the books of the Portfolios; supervises, under the direction of the Trustees, all aspects of each Portfolio's operations; periodically updates and prepares the Trust's Information Statement; prepares the tax returns, financial statements and reports for all Portfolios; supervises and coordinates the activities of the custodian for the assets of the Portfolios; and provides office space, equipment, and personnel to administer the Trust.

The Investment Adviser maintains records of all securities owned, performs the bookkeeping for all sales and purchases, determines the daily, monthly and quarterly income distribution amounts, and under the direction of the Trustees determines each Business Day the net asset value of shares of the Portfolio, and determines the net asset value of shares of the Portfolio as necessary.

Marketing. The Administrator, through PFM Fund Distributors, Inc., which is a registered member of the Municipal Securities Rulemaking Board and the Financial Industry Regulatory Authority, also provides marketing services to the Trust. As part of those duties PFM Fund Distributors, Inc. has established a marketing team and a client services group with appropriate training, attends Trust seminars and conferences, provides advice regarding methods of seeking and obtaining additional Investors for the Trust, assists Investors in completing and submitting account application forms, assists in preparing and distributing information about the Trust and at least once each quarter, provides the Trustees with a summary of future marketing strategies.

PFM Fund Distributors, Inc. arranges and pays for costs of printing and distributing the Trust's Information Statements to eligible Investors and prepares and distributes other explanatory and promotional materials, provides technical assistance and guidance to eligible Investors considering use of the Trust as a cash management vehicle, and the Investment Adviser's personnel make visits to eligible Investors to present the facts about the Trust and to explain their use, advantages, and benefits.

Opening an Account

In general, to open an account, a public agency must join the Trust and become an Investor by adopting the Declaration of Trust/Intergovernmental Cooperation Agreement with other Trust Investors, completing the appropriate new account forms and submitting them to:

Illinois Trust - IIIT Class or IPDLAF+ Class
c/o PFM Asset Management LLC
P.O. Box 11760
Harrisburg, PA 17108-1760

The Trust will notify the public agency of its approval of the application(s) and the account number(s) assigned. There is no limit to the number of accounts that can be opened by an Investor. Additional Account Applications are available online at www.iiit.us or www.ipdlaf.org or by calling (800) 731-6870 for the IIIT Class and (800) 731-6830 for the IPDLAF+ Class.

Election and Duties of the Trustees

The Trustees have full, exclusive and absolute control and authority over the business and affairs of the Trust and the Trust's assets, subject to the rights of the Investors as provided in the Declaration. The Trustees may perform such acts as in their sole judgment and discretion are necessary and proper for conducting the business and affairs of the Trust or promoting the interests of the Trust. They oversee, review and supervise the activities of all consultants and professional advisers to the Trust.

Number. There are currently ten positions on the Board of Trustees. This number may be changed from time to time by resolution of the Trustees; however, the number of Trustees may never be less than two or more than fifteen.

Term. Unless otherwise agreed upon, each Trustee serves a term of three years and, as long as eligible, may be re-elected to any number of successive terms. In order to facilitate the smooth working of the Board of Trustees, the Trustees shall be divided into three classes, as equal in number as practicable, so arranged that the term of one class shall expire at the respective annual meetings or votes of Investors held following the conclusion of each fiscal year of the Trust. At all annual meetings or votes, a class of Trustees shall be elected to fill the class whose term then expires.

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Eligibility. Pursuant to the Declaration, an individual eligible to be a Trustee must be an authorized representative of a public agency which is an Investor of the Trust. An authorized representative includes a treasurer or other financial officer or any other person authorized by the Investor public agency.

Elections and Vacancies. Election of the Trustees is by the affirmative vote of a majority of the Investors at an annual meeting or annual vote of Investors, except when a Trustee is unable to complete the term to which such Trustee has been elected. If such vacancy occurs, the remaining Trustees will, by a majority vote, elect an eligible individual to serve for the balance of the term for which vacancy said Trustee was elected to fill.

Officers. The Trustees may elect two members of the Board of Trustees to serve as Chairperson and Vice Chairperson of the Trust. They may also elect two individuals, who need not be Trustees, to serve as Treasurer of the Trust and Secretary of the Trust. These officers (the "Officers") are elected annually by a majority vote of the Trustees.

Compensation. The Trustees serve without compensation, but they are reimbursed by the Trust for reasonable travel and other out-of-pocket expenses incurred in connection with their duties as Trustees.

Duties. The Trustees are responsible for the general policies and programs of the Trust. They are also responsible for the general supervision and administration of the business and affairs of the Trust. However, the Trustees are not required to devote their entire time to the affairs of the Trust and are not required to personally conduct all of the business of the Trust. Specifically, the Trustees oversee the investment program implemented by the Investment Adviser but do not make investment decisions for the Trust. Accordingly, consistent with their ultimate responsibility, the Trustees have appointed an administrator, an investment adviser, a distributor and a custodian bank to which the Trustees have assigned such duties as they deem to be appropriate.

Service Providers

Investment Adviser, Administrator, and Transfer Agent

PFM Asset Management LLC
222 North LaSalle, Suite 910
Chicago, Illinois 60601

PFM Asset Management LLC is registered under the Investment Advisers Act of 1940, as amended, and is under common ownership with Public Financial Management, Inc. ("PFM"), a financial advisory firm. PFM Asset Management LLC was established by the shareholders of PFM in July 2001 to conduct the investment advisory business in which PFM had been engaged since 1980. PFM Asset Management LLC personnel, and the investment management staff that serves the Trust, formerly employed by PFM, are now employed by the Investment Adviser. Together, PFM Asset Management LLC and PFM have acted as financial or investment advisers to thousands of cities, townships, boroughs, counties, school districts, and authorities and health and higher education institutions nationally. For additional information on the Investment Adviser, visit www.pfm.com.

As Investment Adviser, PFM Asset Management LLC is responsible for supervising each Portfolio's investment program, managing each Portfolio's assets, implementing any training programs approved by the Trustees, providing the Trustees with quarterly performance evaluations, maintaining the books and records of the Portfolios, and for selecting the CDs that are offered through the Certificates of Deposit Investment Program and the separate account securities for each SAM and BAM Program Participant.

PFM Asset Management LLC also provides certain administrative services to the Trust, such as:

- Calculating NAV of each Portfolio.
- Arranging for quarterly Trustees meetings.
- Overseeing the preparation of tax returns, reports to the Trustees, shareholder reports, regulatory filings.
- Coordinating the activities of other service providers.

In addition, PFM Asset Management LLC serves as transfer agent for the Portfolios. It receives, validates, and processes orders to buy and sell Portfolio shares.

In this document, the term "Investment Adviser" is used to indicate PFM Asset Management LLC, even when referring to them in their capacity as Administrator or Transfer Agent, if applicable.

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Distributor

PFM Fund Distributors, Inc.
One Keystone Plaza, Suite 300
North Front & Market Streets
Harrisburg, PA 17101-2044

PFM Fund Distributors, Inc., a wholly owned broker- dealer subsidiary of PFM Asset Management LLC, offers shares of the Portfolios on a continuous basis. It is responsible for printing and distributing sales materials.

Custodian

U.S. Bank, N.A.
800 Nicollet Mall
Minneapolis, Minnesota 55402

Custodian. The Trust entered into a Custodian Agreement with U.S. Bank, N.A. The Trust's agreement with the Custodian remains in effect from year to year if approved annually by the Trustees or by a majority of the Investors. The agreement is not assignable without the Trust's prior written consent and may be terminated without penalty on sixty (60) days' written notice at the option of the Trustees or the Custodian.

Duties. The Custodian acts as safekeeping agent for the investment portfolios and also serves as the depository in connection with the direct investment and withdrawal mechanisms of the Trust. The Custodian does not participate in the Trust's investment decision making process. The Trust may invest in obligations of the Custodian and buy and sell Permitted Investments from and to it.

Additional Custodians. The Trustees or the Custodian may in their discretion employ one or more custodians in addition to the Custodian referred to above. Any such additional custodians must be institutions and entities as specified in Illinois law. Such additional custodians shall perform such safekeeping duties (including duties applicable only to a designated Portfolio) as may be set forth in an agreement between the Trust and the additional custodian. An additional custodian need not have an office in the State of Illinois.

Independent Auditor

PricewaterhouseCoopers LLP
300 Madison Avenue
New York, New York 10017

PricewaterhouseCoopers LLP serves as the Trust's independent auditor.

Legal Counsel

Schiff Hardin LLP
6600 Willis Tower
Chicago, Illinois 60606

Schiff Hardin LLP serves as legal counsel to the Trust.

The Sponsors

Sponsor Agreements. The Trustees have arranged with the Illinois Association of Park Districts ("IAPD") and the Illinois Park and Recreation Association ("IPRA" and collectively with "IAPD" the "Sponsors") to serve as the Sponsors of the Illinois Portfolio IPDLAF+ Class pursuant to agreements for services (the "Consulting Agreements"). The Consulting Agreements remain in effect until May 1, 2020, subject to annual approval by the Trustees. The Consulting Agreements may be terminated without penalty upon sixty (60) days' written notice by either party.

Sponsor Duties. The Sponsors provide consulting services to the Trust, as specified in each of the separately executed agreements, and assist in the preparation and dissemination of Trust information through the Trust's various publications. The Sponsors are paid fees for services to the Trust, as more fully described herein.

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The Portfolios

Information Common to All Portfolios

The Investment Adviser maintains records of all Portfolio securities owned, performs the bookkeeping for all Portfolio sales and purchases, determines the daily and monthly Portfolio income distribution amounts, and under the direction of the Trustees determines the net asset value of shares of the Portfolio each Business Day.

Authorized Investments

The Trust is specifically designed for public agencies. Accordingly, its Portfolios invest solely in instruments in which public agencies are permitted to invest ("Permitted Investments"), all of which are permitted investment pursuant to the Illinois Public Funds Investment Act, 30 ILCS 235/1 et seq.: Such instruments currently include the following:

- (1) bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued or guaranteed by the full faith and credit of the United States of America as to principal and interest;
- (2) bonds, notes, debentures, or other similar obligations of the United States of America or its agencies or instrumentalities;
- (3) interest-bearing savings accounts, interest-bearing certificates of deposit, interest-bearing time deposits, bankers' acceptances or any other investments constituting direct obligations of any bank that are permitted by applicable law. These investments may also be: (i) federally insured; or (ii) collateralized by any of the classes of securities permitted by the Illinois Public Trusts Investment Act. No more than 5% of the Illinois Portfolio's assets may be invested in bankers' acceptances of any one bank;
- (4) short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least two nationally recognized statistical rating organizations and which mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations and (iii) at the time of purchase no more than one-third of a Portfolio of the Trust may be invested in short term obligations of corporations;
- (5) money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual funds is limited to obligations described in paragraph (1) or (2) of this subsection and to agreements to repurchase such obligations;
- (6) repurchase agreements with respect to securities described under subsection (1) and (2) without regard to the maturity of the securities underlying the agreements. Repurchase agreement transactions must be collateralized as provided herein;
- (7) variable-rate and floating-rate obligations. Debt obligations purchased by the Trust may have interest rates that are periodically adjusted at specified intervals or whenever a benchmark rate or index changes. These floating-rate and variable-rate instruments may include certificates of participation in such instruments. These securities may have demand features which give the Trust the right to demand repayment of principal on specified dates or after giving a specified notice. Adjustable rate securities and securities with demand features may be deemed to have maturities shorter than their stated maturity dates.

Investment Restrictions

The Trustees, have adopted the following investment restrictions and fundamental investment policies for the Portfolios. These cannot be changed without approval of the Investors holding a majority of the outstanding shares of each Portfolio or series within a Portfolio to be affected by the change. No Portfolio will do any of the following:

- Purchase any securities other than those listed under "Authorized Investments" above unless Illinois State legislation at some future time redefines the types of securities which are legal investments for all classes of Investors, in which case the permitted investments for the Portfolios may be conformed to such changes. No change in the permitted investments for the Portfolios will be effected without prior written notification to the Investors affected by such change.

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- Invest in securities of any issuer in which a Trustee, or officer, or employee or agent of the Trust is an officer, director, or 10% or greater shareholder unless such investment is periodically authorized by resolutions adopted by a majority of the Trustees who are not officers, directors, or 10% shareholders of such issuer.
- Make loans, provided that a Portfolio may enter into repurchase agreements with terms as long as 397 days, if, as a result thereof, not more than 10% of that Portfolio's total assets would be subject to repurchase agreements that mature in more than seven days, unless they are subject to irrevocable puts exercisable in less than seven days, (this 10% limitation does not apply to the Illinois TERM Portfolio).
- Borrow money or pledge, hypothecate, or mortgage its assets to an extent greater than 25% of the market value of total assets of the Portfolio, and then only as a temporary measure for extraordinary or emergency purposes, to facilitate withdrawal requests which might otherwise require untimely dispositions of Portfolio securities. All such borrowings must be repaid before the Portfolio makes any additional investments. Interest paid on such borrowings will reduce net income.

Main Risks

There are risks associated with investment in the Trust's Portfolios which should be considered carefully by Investors and potential Investors in light of their particular circumstances as they may exist from time to time. The Portfolios of the Trust may not be an appropriate investment in certain situations for some Investors and potential Investors. Although the Trust has been designed and is operated with the goal of minimizing risk, Investors and potential Investors should carefully consider the factors described in this section in light of their particular circumstances. The risks specified in this section may also be applicable to certain investments in individual portfolios ("Individual Portfolios") which the Trust offers to Investors. Individual Portfolios allow public agencies the option to contract with the Investment Adviser to have an individual portfolio managed to meet the agency's specific investment objectives. For additional information regarding Individual Portfolios, please refer to the "ADDITIONAL PROGRAMS AND SERVICES" section of this document.

Income, Market and Credit Risk. Investments in the Trust's Portfolios are subject to income, market and credit risk. Income risk is the potential for a decline in current income of a Portfolio of the Trust. The current income of the Trust's Portfolios are based on short-term interest rates, which can fluctuate substantially over short periods. Accordingly, investments in the Trust's Portfolios are subject to current income volatility. Market risk is the potential for a decline in the market value of fixed-income securities held in a Portfolio of the Trust as a result of a rise in prevailing interest rates. This could result in the incurrence of a loss with respect to a security in the event that such a security were to be sold for a market price less than its amortized value. Credit risk is the possibility that an issuer of securities held in a Portfolio of the Trust fails to make timely payments of principal or interest. The credit risk of a Portfolio is a function of the credit quality of its underlying securities. A discussion of the credit risks associated with certain Permitted Investments is set forth below.

Repurchase Agreements. The Trust's Portfolios may invest in Permitted Investments which may include repurchase agreements. In a repurchase agreement, an investment is sold to the Portfolio at which time the seller agrees to repurchase the investment from the Portfolio at a specified time and at an agreed upon price. The yield on the repurchase agreement is determined at the time of sale. This yield may be more or less than the interest rate on the underlying collateral. All collateral is delivered to and held by the Custodian or by another custodian appointed by the Trustees.

Although the Portfolios enter into such repurchase agreement arrangements only with recognized and established securities firms (the "Counterparty") selected by the Investment Adviser, there can be no assurance that such Counterparty will pay the agreed upon repurchase amount on the designated date. In the event that such Counterparty fails to pay the agreed upon price at the specified time, the Portfolios of the Trust might suffer a loss resulting from (i) diminution of the value of the underlying Permitted Investment to an amount below the amount of the anticipated repurchase price, (ii) the costs associated with the resale of the investment, and (iii) a delay experienced in foreclosing upon and selling the investment.

Although at the time the Portfolios enter into a repurchase agreement the underlying collateral has a market value which is equal to 102% of the price paid by the Portfolios and equal to or greater than the anticipated repurchase price, there can be no assurance that such market value will continue to equal or exceed the repurchase price. In the event the market value of the underlying collateral falls below the agreed upon repurchase price, the responsible person with which the Portfolios have entered into the repurchase agreement will be required to deliver additional collateral to the Portfolios of the Trust.

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There can be no assurance that such deliveries of additional collateral will be made in all circumstances. In the event that such a delivery is not made and the responsible person does not pay the repurchase price on the specified date, the amount of the Portfolios' loss will be increased as a consequence of such failure of delivery.

Obligations of United States Government Agencies and Instrumentalities. Investors should be aware that not all obligations issued by agencies and instrumentalities of the United States Government are guaranteed by the full faith and credit of the United States Government. The obligations of some agencies and instrumentalities of the United States Government that may be purchased by the Portfolios of the Trust from time to time are obligations only of the applicable agency or instrumentality and are not full faith and credit obligations of the United States. The creditworthiness of such obligations relates only to the credit of the issuing agency or instrumentality. No assurance can be given that the agency or instrumentality will under all circumstances be able to obtain funds from the United States Government or other sources to support all of its obligations.

Certificates of Deposit. Although the Investment Adviser uses the investment criteria established by the Trustees in order to reduce risk when determining which institutions will be used for such investments, no assurance can be given that such an institution will not become insolvent during the life of an investment in it. Certificates of deposit in amounts above Federal Deposit Insurance Corporation ("FDIC") insurance limits are not insured. In determining FDIC insurance limits, Federal regulations provide that all amounts deposited by a depositor, including amounts deposited directly, through brokers or through other means in a financial institution – regardless of the source – will be combined in determining the insurance limit.

FDIC-Insured Certificates of Deposit. Some of the assets of the Trust's Portfolios may be invested in certificates of deposit subject to applicable FDIC insurance limits in effect at the time of purchase.

In the event that an institution issuing an insured certificate of deposit in which the Trust's Portfolios have invested becomes insolvent, or in the event of any other default with respect to such a certificate of deposit, an insurance claim will be filed with the FDIC by the Trust, if appropriate. In such a case, there may be delays before the FDIC, or other financial institution to which the FDIC has arranged for the deposit to be transferred, makes the relevant payments. Such delays may be occasioned by requirements relating to the filing and processing of insurance claims, including requests for additional information by the FDIC. Furthermore, if the defaulted deposit is transferred to another institution, the transferee institution may, instead of paying the insured amount, elect to keep the deposit in existence with or without changing its original terms. Such changes of terms may include a reduction of the original interest rate paid on the deposit.

The amount insured by the FDIC is the principal of the relevant deposit and the interest accrued on the deposit to the date of default, up to applicable FDIC insurance limits in effect at the time of purchase in the aggregate. There is no insurance with respect to interest on a deposit between the date of the default and the date of the payment of insurance by the FDIC. Accordingly, a default by an institution might result in a delay in the receipt of invested principal and pre-default accrued interest by an affected Investor and a loss of interest related to the period between the date of the default and the payment of the insurance.

In addition, the FDIC could deny any claim that it does not deem to be valid. Any such denial might have to be challenged in judicial or administrative proceedings brought by the Trust and any affected Investor.

Collateralized Certificates of Deposit. From time to time, the Trust's Portfolios may invest in collateralized certificates of deposit as permitted by Illinois Law. In the event of a default on such a certificate of deposit, it may be necessary to foreclose on the collateral. Such foreclosure will entail certain risks for the Investors in the Trust. These risks include losses resulting from a diminution in the value of the collateral before it can be sold, procedural delays relating to the foreclosure, costs of foreclosure and a failure to realize an amount in the foreclosure equal to the principal of and interest on the defaulted certificate of deposit.

Commercial Paper. The Trust's Portfolios may purchase commercial paper which qualifies as a Permitted Investment. Commercial paper is a debt instrument that is issued by a company and is secured only by the assets, if any, of that company. The creditworthiness of such an obligation relates only to the creditworthiness of the issuing company. No assurance can be given that a company will not become insolvent during the life of an investment in it. In the event of such insolvency or in the event of any other default with respect to such commercial paper, a claim will be filed by the Trust

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against the company, if appropriate. However, there is no assurance that the Trust will receive any recovery as a result of filing a claim.

Management and Administrative Costs

Adviser Fee

Illinois Portfolio. The Investment Adviser is paid a fee for its services as investment adviser for the Illinois Portfolio at an annual rate applied to the total average daily net assets of all Investors invested in the Illinois Portfolio of the Trust. That rate is 0.06%.

Illinois TERM Portfolio. In addition, the Trust pays the Investment Adviser a fee in an amount not greater than 0.25% (annualized) of the funds invested in Illinois TERM by the Investors, and such fee is for the services of the Investment Adviser, the Administrator and the Distributor with respect to Illinois TERM.

Administrator Fee

Illinois Portfolio. The Administrator is paid a fee for its services as Administrator for the Illinois Portfolio at an annual rate applied to the total average daily net assets of all Investors invested in the Illinois Portfolio of the Trust. That rate is as follows:

Illinois Portfolio	Average Daily Net Assets	Rate
First \$500,000,000		0.09%
\$500,000,001 to \$750,000,000		0.08%
Over \$750,000,000		0.07%

This fee is computed daily and paid monthly.

Marketing Fee

Illinois Portfolio. The Administrator or PFM Fund Distributors, Inc. as applicable, is paid a fee 0.10% for marketing services related to the Illinois Portfolio at the applicable annual percentage specified below based on the total average daily net assets of the IIIT Class and the IPDLAF+ Class.

The fee is computed daily and paid monthly. This fee shall be allocated between and be paid from the Illinois Portfolio's IIIT Class and IPDLAF+ Class based on the average daily net assets in each such class which is accrued daily.

Sponsor Fees (IPDLAF+ Class only)

IPDLAF+ Class. The Sponsors are paid a fee for the services rendered as sponsor to the Illinois Portfolio's IPDLAF+ Class at an annual rate applied to the total average daily net assets of all Trust Investors invested in the IPDLAF+ Class of the Trust. That rate and sponsoring organization is as follows:

Organization	Liquid Class Rate
Illinois Association of Park Districts	.05%
Illinois Park and Recreation Association	.05%

Custodian & Cash Management Fees.

Illinois Portfolio. Under its agreement with the Trust, the Custodian may charge an annual administration charge for the Illinois Portfolio. The Custodian is also paid a fee for its services as custodian of the Illinois Portfolio at an annual rate equal to 0.00333% of the Illinois Portfolio's average monthly market value. The market value of the Illinois Portfolio is computed as of the close of business on each Friday. The average monthly market value is computed by adding together the total for each weekly valuation and dividing by the number of Fridays occurring in the month. The custodian fee for the Illinois Portfolio is computed and paid monthly. The Custodian is also paid various transaction fees.

The Custodian fee is computed and paid monthly.

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Other Fees and Expenses

The Administrator pays the Trust's expenses for printing certain documents such as the Information Statement and the administrative costs of the Trust such as postage, telephone charges and computer time. The Administrator also furnishes the Trust, at the Administrator's expense, with the services of persons who perform certain administrative and clerical functions for the Trust and with office space, utilities, office equipment, and related services.

Except as otherwise noted herein with respect to certain expenses paid or reimbursed by the Administrator, the Trust pays the reasonable out-of-pocket expenses incurred by the Trustees and officers in connection with the discharge of their duties, and other expenses including brokerage commissions, the fees of the Investment Adviser under the Administration and Investment Advisory Agreement and for PFM Fund Distributors, Inc. under the Distribution Agreement, the fees of the Custodian under the Custodian Agreement, the legal fees of the Trust, the fees of the Trust's independent accountants, the costs of appropriate insurance for the Trust and its Trustees and officers, and various other expenses. These expenses are allocated between the Trust's Illinois Portfolio and Illinois TERM either (a) on a pro-rata basis, (b) on the basis of actual cost to a series, or (c) as otherwise provided in the Agreement.

Each Service Provider may, but shall not be obligated to, reduce a portion of its fees to assist the Trust in an attempt to maintain a positive yield. In the event that a Service Provider elects to initiate a fee reduction, such fee reduction shall be applicable to the computation of the net asset value ("NAV") of the Trust on the Business Day immediately following the date on which the Service Provider gives notice to the Trust on the rate of the fee reduction to be applied in calculating the NAV. A fee reduction shall remain in effect until notice is provided to the Trust by the Service Provider regarding its intent to terminate its fee reduction or revise, upward or downward, the rate of its fee reduction.

At any time after a fee reduction has been terminated, the relevant Service Provider may elect to have the amount of its accumulated reduced fees restored in whole or in part under the conditions described in the Service Provider's Fee Reduction Agreement with the Trust by way of a payment of fees in excess of the rate it was entitled to, prior to any fee reduction, all as set forth in the respective Fee Reduction Agreement, but cannot exceed 110% of contractual fee.

Information Specific to the Illinois Portfolio

Investment Restrictions

The Trustees, have adopted the following investment restrictions and fundamental investment policies for the Illinois Portfolio. These cannot be changed without approval of the Investors holding a majority of the outstanding shares of the Illinois. The Illinois Portfolio will not do any of the following:

- Purchase any Permitted Investment if the effect of such purchase would be to make the average dollar-weighted maturity of the Illinois Portfolio greater than 60 days and the dollar-weighted average life (portfolio maturity computed to final maturity without regard to interest rate adjustments on investments) greater than 120 days.
- Purchase the securities of any single issuer (other than obligations issued and guaranteed as to principal and interest by the government of the United States, its agencies or instrumentalities) if, as a result, more than ten percent (10%) of the Portfolio's total assets would be invested in the securities of any one issuer.
- Invest more than 5% of net assets in illiquid investments. Illiquid investments are securities that cannot be sold or disposed of in the ordinary course of business at approximately the value ascribed to it by the Trust. Illiquid investments include:
 - Restricted investments (those that, for legal reasons, cannot be freely sold).
 - Fixed time deposits with a maturity of more than seven days that are subject to early withdrawal penalties.
 - Any repurchase agreement maturing in more than seven days and not terminable at approximately the carrying value in the Trust before that time.
 - Other investments that are not readily marketable at approximately the carrying value in the Trust.

If the 5% limitation on investing in illiquid securities is adhered to at the time of investment, but later increases beyond 5% resulting from a change in the values of the Trust's portfolio securities or total assets, the Trust shall then bring the percentage of illiquid investments back into conformity as soon as practicably possible. The Trust believes that these

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liquidity requirements are reasonable and appropriate to assure that the securities in which the Trust invests are sufficiently liquid to meet reasonably foreseeable redemptions of Shares.

Maturity

The Illinois Portfolio maintains a dollar-weighted average maturity of no more than 60 days and a dollar-weighted life (final maturity, adjusted for demand features but not interest rate adjustments) of no more than 120 days.

Certain obligations of the United States Government or any of its agencies or instrumentalities owned by the Portfolio may have remaining maturities exceeding one year if such securities provide for adjustments in their interest rates at least annually, and the adjustments are sufficient to cause the securities to have market values, after adjustments, which approximate amortized cost values. Investments in the Portfolios are denominated in U.S. dollars and have remaining maturities (or, in the case of repurchase agreements, remaining terms) of 397 days or less at the time of purchase. However, the Portfolios may invest in securities with maturities greater than 397 days if certain maturity shortening features (such as interest rate resets or demand features) apply.

Dividends

All net income of the Illinois Portfolio is determined as of the close of business on each Illinois banking day (and at such other times as set forth in the Trust's By-Laws). Net income is converted as of the close of business of each calendar month into additional shares of beneficial interest which are credited to and are held in each Investor's account. Such net income is converted into full and fractional shares of beneficial interest at the rate of one share for each one dollar (\$1.00) paid. Although income is not automatically transmitted in cash, Investors may obtain cash by withdrawing shares at their net asset value without charge.

For the purpose of calculating Illinois Portfolio dividends, net income shall consist of interest earned plus any discount ratably amortized to the maturity date plus or minus all realized gains and losses on the sale of securities prior to maturity, less ratable amortization of any premium and less all accrued expenses of the Illinois Portfolio, including the fees payable to the Investment Adviser, the Administrator, the Distributor and others who provide services to the Illinois Portfolio.

Valuation of Shares

The net asset value per share of the Illinois Portfolio for the purpose of calculating the price at which shares are issued and redeemed is determined by the Administrator as of the close of business of each Illinois banking day or at such other time or times as set forth in the Trust's By-Laws or as the Trustees by resolution may determine, except that on any day on which the Securities Industry and Financial Markets Association ("SIFMA") has called for an early close of trading in the bond market, the net asset value of shares shall be determined as of the close of trading in the bond market on such day (as determined by SIFMA). It is calculated by dividing the value of the Illinois Portfolio's total assets less its liabilities (including accrued expenses) by the number of shares outstanding for both the IIIT Class and the IPDLAF+ Class.

In making these computations, the Administrator values the Illinois Portfolio's investments by using the amortized cost method. The amortized cost method of valuation involves valuing an investment instrument at its cost at the time of purchase and thereafter assuming a constant amortization to maturity of any discount or premium, regardless of the impact of fluctuating interest rates on the market value of the instrument. While this method provides certainty in valuation, it may result in periods during which value, as determined by amortized cost, is higher or lower than the price the Illinois Portfolio would receive if it sold the instrument. During such periods, the yield to Investors may differ somewhat from that which would be obtained if the Illinois Portfolio used the market value method for valuing all its portfolio investments. For example, if the use of amortized cost resulted in a lower (higher) aggregate portfolio value on a particular day, a prospective Investor of the Illinois Portfolio would be able to obtain a somewhat higher (lower) yield than would result if the Illinois Portfolio used the market value method, and existing Investors would receive less (more) investment income. The purpose of this method of calculation is to attempt to maintain a constant net asset value per share of one dollar (\$1.00).

The Trustees have adopted certain procedures with respect to the Illinois Portfolio's use of the amortized cost method to value its investment portfolio. These procedures are designed and intended (taking into account market conditions and the Trust's investment objectives) to stabilize net asset value per share as computed for the purpose of investment and redemption at one dollar (\$1.00) per share. The procedures include a valuation of the Illinois Portfolio by the Administrator and the Custodian using the market value method and a periodic review by the Trustees, in such manner as they deem appropriate and at such intervals as are reasonable in light of current market conditions, of the relationship between net asset

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value per share based upon the amortized cost value of the Illinois Portfolio's investments and the net asset value per share based upon available indications of market value with respect to such portfolio investments. In the event that there is a difference of more than 0.5% between the amortized cost value and the market value, it is anticipated that the Trustees will take such steps as they consider appropriate (such as shortening the average portfolio maturity or realizing gains or losses) to minimize any material dilution or other unfair results which might arise from differences between the two methods of valuation.

It is a fundamental policy of the Illinois Portfolio to maintain a net asset value of \$1.00 per share for both the IIIT Class and the IPDLAF+ Class, but for the reasons here discussed there can be no assurance that the net asset value of the shares will not vary from \$1.00 per share. The market value basis net asset value per share for the Illinois Portfolio may be affected by general changes in interest rates resulting in increases or decreases in the value of securities held by the Illinois Portfolio. The market value of such securities will tend to vary inversely to changes in prevailing interest rates. Thus, if interest rates rise after a security is purchased, such a security, if sold, might be sold at a price less than its amortized cost. Similarly, if interest rates decline, such a security, if sold, might be sold at a price greater than its amortized cost. If a security is held to maturity, no loss or gain is normally realized as a result of these price fluctuations; however, withdrawals by Investors could require the sale of portfolio securities prior to maturity. In the event that the difference between the amortized cost basis net asset value per share and market value basis net asset value per share exceeds 1/2 of 1 percent, the Investment Adviser and the Trustees will consider what, if any, corrective action should be taken to minimize any material dilution or other unfair results which might arise from differences between the two.

This action may include the reduction of the number of outstanding shares by having each Investor proportionately contribute shares to the portfolio's capital, suspension or rescission of dividends, declaration of a special capital distribution, sales of Illinois Portfolio securities prior to maturity to reduce the average maturity or to realize capital gains or losses, transfers of Illinois Portfolio securities to a separate account, or redemptions of shares in kind in an effort to maintain the net asset value at \$1.00 per share. If the number of outstanding shares is reduced in order to maintain a constant net asset value of \$1.00 per share, Investors will contribute proportionately to the Illinois Portfolio's capital the number of shares which represent the difference between the amortized cost valuation and market valuation of the Illinois Portfolio. Each Investor will be deemed to have agreed to such contribution by its investment in the Illinois Portfolio.

Yield

Current yield information for the Illinois Portfolio, specifically the IIIT Class and IPDLAF+ Class may, from time to time, be quoted in reports, literature and advertisements published by the Trust. The current yield, which is also known as the current annualized yield or the current seven-day yield, represents the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical account with a balance of one share (normally valued at \$1.00 per share) over a seven-day base period expressed as a percentage of the value of one share at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7.

The Trust may also quote a current effective yield for the Illinois Portfolio, including the IIIT Class and the IPDLAF+ Class from time to time. The current effective yield represents the current yield compounded to assume reinvestment of dividends. The current effective yield is computed by determining the net change in account value over a seven-day base period (exclusive of capital changes and income other than investment income), over a seven day period in the value of a hypothetical account with a balance of one share at the beginning of the period, dividing the difference by the value of the account at the beginning of the period to obtain the base period return, then compounding the base period return by adding 1, raising the sum to a power equal to 365 divided by 7, and subtracting 1 from the result. The current effective yield will normally be slightly higher than the current yield because of the compounding effect of the assumed reinvestment.

The Trust also may publish a "monthly distribution yield" for the IIIT Class and IPDLAF+ Class on each Investor's month-end account statement. The monthly distribution yield represents the net change in the value of one share (normally valued at \$1.00 per share) resulting from all dividends declared during a month by the applicable class of the Illinois Portfolio expressed as a percentage of the value of a hypothetical account with a balance of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

At the request of the Trustees or Investors, the Trust may also quote the current yield of the IIIT Class and the IPDLAF+ Class from time to time on bases other than seven days for the information of its Investors.

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Information Specific to the Illinois TERM Portfolio

Maturity

The Illinois TERM Portfolio is a fixed-term investment portfolio of the Trust with a maturity of up to one year, depending on the termination date of any particular series within the Portfolio.

Dividends

Dividends on shares of Illinois TERM are declared and paid on the termination date of each series, except for dividends on shares redeemed pursuant to a Planned Early Redemption or a Premature Redemption before the termination date of such series, which will be declared and paid when such shares are redeemed. Dividends will be paid from net income, which will consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratable amortization of any premium and all accrued expenses of the series.

Dividends on shares which are declared and paid on a Planned Early Redemption Date are equal to the projected yield for such shares to the Planned Early Redemption Date, less any losses affecting projected yield attributable to such shares. Dividends on shares declared and paid on a Premature Redemption Date are equal to the projected yield for such shares to the Premature Redemption Date, less any losses affecting projected yield attributable to such shares. Dividends on shares declared and paid on a termination date for a series are equal to the projected yield for such shares to the termination date, less any losses affecting projected yield attributable to such shares, plus an additional dividend, if any, equal to any excess net income of the series attributable to such shares. Any excess net income of a series on the termination date of the series, will be allocated on a pro rata basis to all shares then outstanding. Dividends are deposited into an Investor's Illinois Portfolio account.

Investment securities may be distributed to the Investors in any series in lieu of cash whenever the Trustees determine that such distributions would be in the best interest of the Investors in the series.

Valuation of Shares

Premature Redemption. The redemption value per share for shares redeemed on a Premature Redemption Date is equal to the original purchase price for such share, plus dividends thereon, less such share's allocation of any losses incurred by the series, less a Premature Redemption penalty if any. The Premature Redemption penalty will be calculated by the Trust's Investment Adviser and will be equal to (i) all penalty charges, losses and other costs (including, without limitation, interest paid on funds borrowed to pay the redemption) associated with amending, terminating, selling or otherwise affecting any of the investments in the series in order to pay the Premature Redemption and (ii) an amount sufficient to maintain the projected yield on the remaining shares to the stated termination date for the series or to the Planned Early Redemption Date, as the case may be, less any losses affecting projected yield attributable to such shares. Thus, a Premature Redemption of shares may result in a penalty which could reduce the return and the principal value of the investment in amounts not ascertainable at the time shares of Illinois TERM are issued. The redemption value per share could be lower than the purchase price of the share, and the return could be lower than the projected yield quoted at the time of issuance of the share.

Termination Date. The redemption value per share on the termination date of a series of Illinois TERM will be equal to the original purchase price for such share, plus dividends thereon, less such share's allocation of any losses incurred by the series (other than losses resulting from Premature Redemption of shares of a series).

Planned Early Redemption Date. The redemption value per share for shares being redeemed on a Planned Early Redemption Date is equal to the original purchase price for such shares plus dividends thereon, less such share's allocation of any losses incurred by the series (other than losses resulting from Premature Redemption of shares of the series.).

Each series of Illinois TERM provides for a fixed-rate, fixed-term investment by Investors, but the market value of the underlying assets will, prior to their maturity, tend to fluctuate inversely with the direction of interest rates. It is the intent of the Trust to manage each series of Illinois TERM in a manner that produces a share price of at least \$1.00 on the

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termination date and on each Planned Early Redemption Date for the Investor that redeems on said date. However, there can be no guarantee that this objective will be achieved.

The Investment Adviser, on behalf of the Trust, determines the net asset value of the shares of Illinois TERM at the close of each business day for purpose of computing fees. For this purpose, the net asset value per share for Illinois TERM is calculated by dividing the total value of investments and other assets less any liabilities by the total outstanding shares of a series of Illinois TERM as of the day the calculation is made.

Yield

The yield quoted for any investment in a series of Illinois TERM is determined by dividing the expected net income per share for the period from the settlement date to the termination date or Planned Early Redemption Date, as applicable, by the purchase price per share, dividing this result by the actual number of days between the settlement date and the termination date or Planned Early Redemption Date, as applicable, and multiplying the result by 365.

The yields quoted by the Trust or any of its representatives should not be considered a representation of the yield of the Illinois Portfolio (including the IIIT Class and the IPDLAF+ Class) or any series of Illinois TERM in the future, since the yield is not fixed. Actual yields will depend on the type, quality, yield and maturities of securities held by the portfolios, changes in interest rates, market conditions and other factors.

The Programs

Information Common to All Programs

Program Investments are not Assets of the Trust

Any CDs purchased through the Certificates of Deposit Investment Program and any securities purchased for the SAM Program or BAM Program are direct investments of the Investor, are not assets of the Trust, and are not held in any Portfolio of the Trust. The Trust does not issue, or in any way guarantee, the CDs or securities purchased under these Programs. Neither the Portfolios nor the Trust has any involvement with, or interest, financial or otherwise, in any Program CD or security purchased under these Programs, except that a Portfolio may receive funds for reinvestment from a Separate Account or from the payment of principal or interest on the CDs. There can be no assurance that the investment objectives of the Program will be achieved. Investments made by a Participant in any Program are governed solely by the terms of any agreement between the Program Participant and the Investment Adviser and the Trust plays no role with respect to such investments.

Limitations on Voting Rights

Because the CDs purchased through the Certificates of Deposit Investment Program and securities held in a SAM Program or BAM Program are not assets of the Trust, participation in any of these Programs does not entitle you to vote at any meeting of shareholders or otherwise exercise rights of a shareholder in a Portfolio of the Trust.

Information Specific to the Certificates of Deposit Investment Program

FDIC and NCUSIF Insurance

The availability of FDIC or NCUSIF insurance is a critical factor in considering whether a bank or thrift institution (referred to herein as a “financial institution”) is eligible to participate in the Certificates of Deposit Investment Program, in that the number, size and location of many of the smaller community financial institutions which could participate in the Certificates of Deposit Investment Program make extensive credit review unfeasible. In light of this, and in order to assist the financial institutions in raising funds, the Federal government administers the FDIC and NCUSIF insurance programs with its provisions for investment, within prescribed limits, by institutional Investors. As a result, it is the Investment Adviser’s view that FDIC or NCUSIF insurance, in conjunction with a limited credit review as described below, is appropriate to identify financial institutions that will provide attractive investment returns without undue credit risk.

The Certificates of Deposit Investment Program is designed to provide Program Participants with the ability to purchase CDs from financial institutions throughout the United States that are intended to be insured by the FDIC or NCUSIF.

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Deposits in savings accounts or time deposits or share accounts of financial institutions insured by the FDIC or NCUSIF are legal investments under relevant Illinois statutory provisions for funds of public agencies. Nevertheless, the investment policies of individual Program Participants may contain limitations that do not permit investment in the above-described investments. **Each Program Participant represents that FDIC-insured and NCUSIF-insured CDs are permitted investments of the Program Participant under applicable laws and under the Program Participant's investment policies.**

Although the Investment Adviser will recommend only those financial institutions that meet the criteria described below under "Criteria for Financial Institutions to Participate in the CD Program", the financial institutions that participate in the Certificates of Deposit Investment Program are generally small in size and are not rated by national credit rating organizations. **The CDs will not be collateralized;** hence there will be reliance only on federal deposit insurance and it is crucial that a Program Participant's CDs be fully covered by FDIC or NCUSIF insurance.

The FDIC insurance limits are set forth in the Federal Deposit Insurance Act, 12 U.S.C. §1811, et seq., and in the related regulations found in Part 330 of Title 12 of the Code of Federal Regulations (12 C.F.R. Part 330). The NCUSIF insurance limits are set forth in the Federal Credit Union Act, 12 U.S.C. §1751, et seq., and in the related regulations found in Part 745 of Title 12 of the Code of Federal Regulations (12 C.F.R. Part 745). By participating in the Certificates of Deposit Investment Program, **each Program Participant should obtain its own legal advice regarding these regulations and is responsible for its own compliance with them.**

CDs in amounts above applicable FDIC or NCUSIF insurance limits are not insured. In determining FDIC or NCUSIF insurance limits, Federal regulations provide that all amounts deposited by a depositor, including amounts deposited directly, through brokers or through other means in a financial institution regardless of the source, will be combined in determining the insurance limit.

Individual CDs will normally be limited by the Investment Adviser to amounts such that the principal and accrued interest will be within FDIC or NCUSIF insurance limits for the term of the CD. The Certificates of Deposit Investment Program may facilitate the simultaneous purchase of multiple CDs with the same maturity at multiple banks. The minimum CD purchase will be approximately \$95,000. The minimum maturity is 60 days. Some financial institutions may impose further limits on the size of deposits.

By participating in the Certificates of Deposit Investment Program, each Program Participant authorizes the Investment Adviser to assume, unless the Program Participant informs the Investment Adviser to the contrary, that the Program Participant is entitled to the respective applicable limits of FDIC insurance and NCUSIF insurance on the aggregate of CDs purchased through the Certificates of Deposit Investment Program with any FDIC- or NCUSIF-insured financial institution.

The Investment Adviser will maintain records of all deposits made by a Program Participant through the Certificates of Deposit Investment Program to assist the Program Participant in maintaining CDs within applicable insurance limits, but the Investment Adviser is not responsible for the effects on FDIC or NCUSIF insurance limits of deposits made directly by the Program Participant outside of the Certificates of Deposit Investment Program. The Investment Adviser will not monitor deposits made directly by the Program Participant outside of the Certificates of Deposit Investment Program or through other arrangements outside of the Certificates of Deposit Investment Program. **It is the Program Participant's sole responsibility to determine that deposits made directly by the Program Participant outside of the Certificates of Deposit Investment Program do not result in the CDs purchased by the Program Participant under the CD Program exceeding the insurance limits, and neither the Investment Adviser nor the Trust has any responsibility in that regard.**

The Investment Adviser advises each Program Participant against purchasing CDs issued by a financial institution with which the Program Participant has a depository relationship outside of the Certificates of Deposit Investment Program.

At the time of purchase, the Investment Adviser will require that an authorized representative of the Program Participant affirm that the purchase of a CD through the Certificates of Deposit Investment Program will not put the Program Participant in a position of exceeding the applicable FDIC or NCUSIF insurance limits with respect to the issuing financial institution.

Criteria For Financial Institutions To Participate In The Certificates of Deposit Investment Program

The Certificates of Deposit Investment Program guidelines are as follows. First, the Investment Adviser limits the eligibility of financial institutions that participate in the Certificates of Deposit Investment Program to those that are members of the FDIC or NCUSIF. Second, on a quarterly basis the Investment Adviser will review each financial

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institution's financial condition as reported to the FDIC or NCUSIF to determine that the financial institution meets all of the following criteria:

- Has total assets of at least \$50 million.
- Has total Tier 1 Capital of at least 6%.
- Has not had any major capital-related enforcement actions brought against it within the last 12 months.

Available Investments and Rates

The Investment Adviser will maintain a computer system with a database on each financial institution that offers CDs through the Certificates of Deposit Investment Program. Current rates will be entered into the data tables for each financial institution. This database will enable the Investment Adviser to access and quote rates on individual CDs and blended rates on groups of CDs issued by multiple financial institutions to facilitate the simultaneous investment by a Program Participant in multiple CDs based on a single blended rate.

At the request of a Program Participant, the Investment Adviser will timely advise the Program Participant of CDs available to satisfy the Program Participant's investment requirements. Upon authorization by the Program Participant, the Investment Adviser will use its best efforts to obtain the most favorable execution and interest rate in connection with the purchase and sale of CDs selected by the Program Participant. The Program Participant has no obligation to purchase any CD recommended by the Investment Adviser.

As an additional limitation, the Investment Adviser will monitor on a continuous basis the total amount of CDs issued and outstanding by a financial institution through the Certificates of Deposit Investment Program and similar programs administered or advised by the Investment Adviser in other states, and will not recommend a financial institution where the aggregate of such outstanding CDs exceeds 10% of the financial institution's assets.

Program Termination

The CD Agreement between each Program Participant and the Investment Adviser for placing CDs through the Certificates of Deposit Investment Program may be terminated by the Program Participant or Investment Adviser at any time, without cause by notice in writing transmitted by first class mail or recognized courier service. Each Program Participant's Agreement will terminate automatically and without notice in the event that the Investment Adviser shall cease to be the Administrator of the Certificates of Deposit Investment Program for the Trust or in the event that such Program Participant shall withdraw as a shareholder of the Illinois Portfolio. Notwithstanding the foregoing, termination shall not relieve the Program Participant of its obligation to pay any fee which has become payable to the Investment Adviser up to and including the date notification of termination has been received in writing by the counterparty.

Information Specific to the SAM Program

In the SAM Program, the Investment Adviser works closely with each Program Participant to create a comprehensive investment strategy and individual portfolio for the Program Participant. Each SAM account is created by the Investment Adviser following a review of budget and cash flow projections and schedules of the Program Participant. SAM accounts will be managed on a discretionary basis.

Entities participating in the SAM Program receive a cash flow review, investment policy review and assistance in determining acceptable benchmarks, in addition to other cash management services (during the term of the investment advisory agreement). SAM is designed to apply to all or a substantial portion of a Program Participant's cash flow on an annual basis.

Transactions. The Investment Adviser has full discretion in arranging for the execution of all security transactions in a SAM Program Separate Account on behalf of the Program Participant. Cash to facilitate Portfolio transactions is normally either redeemed from or reinvested through the Program Participant's pre-designated Illinois Portfolio, IIIT Class or IPDLAF+ Class account using the Trust's convenient and economic cash management tools. In arranging for security transactions, the Investment Adviser will give primary consideration to obtaining the most favorable price and efficient execution of transactions. Investment transactions can only be executed during normal operating hours.

Investments. The Investment Adviser will purchase investments for a Portfolio based upon specific instructions received from the Program Participant, or at the discretion of the Investment Adviser if the Program Participant has agreed to give

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discretion. If expected withdrawals from the Separate Account are known, the Program Participant should provide a drawdown schedule to the Investment Adviser that will be used in managing investments to help assure adequate overall liquidity. Investment purchases for a Separate Account are settled by the Custodian by redeeming shares from the Program Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ account.

Withdrawals A Program Participant may initiate the sale of investments from its Separate Account by contacting the Investment Adviser directly. Funds made available from the sale of a security or securities will be invested in the Program Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account. Sales made prior to maturity will be made at the current market price, which may be lower or higher than the investment's book value.

Neither the Trust nor the Portfolios assume any responsibility for the fees paid to the Investment Adviser or the Custodian, except for costs associated with purchases and redemptions in the Illinois Portfolio IIIT Class or IPDLAF+ account associated with the Program Participant's SAM Program Separate Account. Program Participants are responsible for payment of any and all costs associated with the SAM Program.

Bond proceeds may not be invested in the SAM Program.

Information Specific to the BAM Program

Purpose

The BAM Program and its associated services have been established by the Trust to provide local governments with comprehensive investment management, accounting and arbitrage rebate calculation services for proceeds of borrowings (not including tax or revenue anticipation note issues). Investors may also establish individual, professionally managed investment accounts (Individual Portfolio) by separate agreement with the Investment Adviser. Individual Portfolios are not assets of the Trust and the Trust assumes no liability for Individual Portfolios

Separate Accounts. By separate agreement with the Investment Adviser, an Investor has the option of investing all or a portion of its proceeds of their borrowings in one or more fixed rate investments separately from the Individual Portfolio's investments, including collateralized certificates of deposit ("Collateralized CDs"), obligations of the United States of America or any of its agencies or instrumentalities (collectively, "Open Market Securities"), and certificates of deposit insured by the FDIC, purchased through the Certificates of Deposit Investment Program. These Individual Portfolios will be managed by the Investment Adviser upon receipt of specific instructions from the Investor, and will be coordinated with the Investor's Illinois Portfolio IIIT Class or IPDLAF+ account. Securities in each Individual Portfolio will be held by the Custodian in a separate account in the Investor's name, unless the Investor otherwise instructs the Trust prior to purchasing the securities that the Investor will utilize another custodian serving as trustee for a revenue bond issue issued by or on the behalf of the Investor (an "Individual Portfolio Custodian"). In order for the Investor to utilize its bond trustee as an Individual Portfolio Custodian, the bond trustee must meet certain minimum criteria.

Please refer to the section entitled "Certificates of Deposit Investment Program" below for detailed information regarding the custodial arrangements for CDs purchased through the Certificates of Deposit Investment Program, which are intended to be fully insured by the FDIC or NCUSIF. Individual Portfolios **are not part of the Trust estate, and an investor receives the sole benefit of such an Individual Portfolio.** Earnings and proceeds from the maturity or sale of any investment in an Individual Portfolio will be deposited automatically into the Investor's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account.

Funds in the Individual Portfolios will be invested exclusively in investments that are permitted under terms of the applicable statutes. A public agency should discuss the characteristics of specific investments in an Individual Portfolio with the Investment Adviser and should confirm with its legal counsel the legality of those investments under the trust indenture, ordinance or resolution under which bonds are issued. Investments for Individual Portfolios may have a maturity in excess of 397 days (13 months).

Expenses of Individual Portfolios. Each Program Participant will be billed monthly a fee for investment management based on the agreed upon fees within their investment management contract based on the value as determined by the Investment Adviser of such assets in the Individual Portfolio. A Program Participant will also be billed a fee for custodial services in connection with these securities. In the event that a Program Participant elects to utilize its bond trustee as an Individual Portfolio Custodian, the fee for such services should be negotiated directly between the Program Participant and the Individual Portfolio Custodian. The Trust is not involved with such negotiations.

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FDIC-Insured Certificates of Deposit. For services provided for Individual Portfolio investment constituting FDIC-insured CDs purchased through the Certificates of Deposit Investment Program, each Program Participant will pay to the Investment Adviser a management fee at a rate not greater than 0.25% per annum of the yield of each such CD. The Program Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account will be charged for the management fee under either of the following arrangements at the election of the Program Participant: (i) the entire amount of the fee will be deducted from the Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account upon settlement of the CD (refundable pro rata upon an early redemption), or (ii) the monthly amount of the management fee will be deducted from the Program Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account after the close of each month. The Investment Adviser will pay from the management fee the brokerage and certain bank wire costs for the CDs and will reimburse the Trust for certain other costs associated with the Illinois Portfolio.

Further information on these fees is available from the Investment Adviser.

Neither the Trust nor the Illinois Portfolio of the Trust assumes any responsibility for the payment of fees to the Investment Adviser, the Custodian or an Individual Portfolio Custodian, except for costs associated with purchases and redemptions in the Program Participant's pre-designated Illinois Portfolio IIIT Class or IPDLAF+ Class account.

Payment of any and all costs associated with the Certificates of Deposit Investment Program are in accordance with the terms of the separate agreement between the Program Participant and the Investment Adviser.

Rebate Calculation Reports. The Investment Adviser also may provide rebate calculation services to Investors in the Illinois Portfolio. These services are designed to assist Investors in complying with the rebate requirements of the Code and related Regulations, rulings, and procedures. The Investment Adviser will rely on information provided related to each bond issue, including the information supplied in the Confirmation Letter and account information compiled by the Investment Adviser.

Rebate Calculation Expenses. An Investor may request that program counsel furnish a formal legal opinion in conjunction with an arbitrage rebate calculation, yield reduction payment calculation or exception compliance report prepared by the Investment Adviser. If requested, the fee will be \$1,000 for a formal legal opinion associated with any calculation or exception compliance report for a fixed rate bond issue all proceeds of which have been invested under the Illinois Portfolio during the entire period of the formal report or exception compliance report. For variable-rate bond issues and in other special circumstances there will be an additional fee.

Custodial Arrangements. U.S. Bank National Association, St. Paul, MN, is Custodian for the Portfolio and Individual Portfolios related to proceeds from general obligation bond issues. The Custodian holds all cash and securities of the Portfolio and the Individual Portfolios, except that certain securities owned by the Portfolio or Individual Portfolios and subject to repurchase agreements may be held by other custodians acting for the Trust or respective Individual Portfolio. The Custodian does not participate in determining the investment policies of the Trust or in investment decisions. The Investment Adviser may invest funds of the Portfolio or Individual Portfolios in the Custodian's obligations and may buy or sell securities through the Custodian.

Tax Matters. Section 115(1) of the Code provides that gross income does not include income that is derived from the exercise of any essential government function and accrues to a state or any political subdivision thereof. The investment of the proceeds of a bond issue in order to receive some yield until such proceeds are spent on the governmental purpose of the bond issue should constitute the exercise of an essential governmental function for purposes of Section 115(1) of the Code. The Investors have an unrestricted right to receive in their own right (a) their proportionate share of the Portfolio's income as it is earned, based on their ownership of the Shares, and (b) the income of the investments held in their Individual Portfolios under the provisions of the Illinois Portfolio. Consequently, both the Illinois Portfolio's income and the income for the Individual Portfolios accrue to the Investors within the meaning of Section 115(1) of the Code.

Based on the foregoing, the income of the Illinois Portfolio and of an Individual Portfolio derived from the investment of the proceeds of an Investor's bond issues is excludable from the gross income of the Investor.

A Confirmation Letter sent by the Investment Advisor will request certain information from an Investor with respect to the investment of proceeds of its bond issue in the Illinois Portfolio or an Individual Portfolio in connection with the requirements of the Code relating to tax exempt bonds (or tax advantaged bonds). The Investment Adviser relies on the accuracy of the information supplied by the Investor in the Confirmation Letter, and the Investment Adviser will make no independent determination of the information supplied in the Confirmation Letter. If the Investor supplies inaccurate information in the Confirmation Letter, or if the Investor fails to return a completed Confirmation Letter, then the services provided by the Investment Adviser may not be accurate.

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For More Information

We send each Investor annual reports containing independently audited financial statements for the Portfolios. We also provide monthly account summaries, which describe dividends declared and shares purchased through dividend reinvestment. Other individual account information is available upon request.

To buy or sell shares of a Portfolio, make additional deposits, receive free copies of this document or the Portfolio's reports, or for general inquiries, please contact us:

By telephone:

(800) 731-6870 for the IIIT Class

(800) 731-6830 for the IPDLAF+ Class.

By mail:

PFM Asset Management LLC
222 North LaSalle, Suite 910
Chicago, Illinois 60601

On our websites: www.iiit.us or www.ipdlaf.org

*This information is for institutional investor use only, not for further distribution to retail investors, and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the Trust's investment objectives, risks, charges and expenses before investing in the Trust. This and other information about the Trust is available in the Trust's current Information Statements, which should be read carefully before investing. A copy of the Trust's Information Statement for the IIIT Class of the Illinois Portfolio and Illinois TERM may be obtained by calling 1-800-731-6870 or is available on the Trust's website at www.iiit.us. A copy of the Information Statement for the IPDLAF+ Class and Illinois TERM may be obtained by calling 1-800-731-6830 or is available on its website at www.ipdlaf.org. While both the IIIT and IPDLAF+ Classes of the Illinois Portfolio seek to maintain a stable net asset value of \$1.00 per share and the Illinois TERM series seek to achieve a net asset value of \$1.00 per share at its stated maturity, it is possible to lose money investing in the Trust. An investment in the Trust is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of the Trust are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) (www.finra.org) and Securities Investor Protection Corporation (SIPC) (www.sipc.org). PFM Fund Distributors, Inc. is a wholly owned subsidiary of PFM Asset Management LLC.*



An Illinois Entity formed pursuant to the
1970 Constitution of the State of Illinois,
the Intergovernmental Cooperation Act, and
the Public Funds Investment Act.

ILLINOIS INSTITUTIONAL INVESTORS TRUST

DECLARATION OF TRUST

October 18, 2002

Amended and Restated April 26, 2007

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THIS DECLARATION OF TRUST made as of the 18th day of October 2002, and as amended and restated as of April 26, 2007.

W I T N E S S E T H

WHEREAS, Section 10 of Article VII of the 1970 Constitution of the State of Illinois (the “Illinois Constitution”) provides, *inter alia*, that “Units of local government and school districts may contract or otherwise associate among themselves...to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinance,” and further provides that “Units of local government and school districts may contract and otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance”; and

WHEREAS, Section 1 of Article VII of the Illinois Constitution provides that:

“Municipalities” means cities, villages and incorporated towns.
“Units of local government” means counties, municipalities, townships, special districts, and units, designated as units of local government by law, which exercise limited governmental powers or powers in respect to limited governmental subjects, but does not include school districts;

and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, (the “Intergovernmental Cooperation Act”) provides that “any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State...except where specifically and expressly prohibited by law”; 5 ILCS 220/3; and

WHEREAS, the Intergovernmental Cooperation Act defines the term “public agency” as:

Any unit of local government as defined in the Illinois Constitution of 1970, any school district, any public community college district, and public building commission, the State of Illinois, any agency of the state government or of the United States, or of any other state, any political subdivision of another state, and any combination of the above pursuant to an intergovernmental agreement which includes provisions for a governing body of the agency created by the agreement;

and

WHEREAS, the Public Funds Investment Act, 30 ILCS 235/0.01 *et seq.*, (the “Public Funds Investment Act”) provides that “Any public agency may invest any public funds” in the authorized investments provided for in that Act, 30 ILCS 235/2; and

WHEREAS, the Public Funds Investment Act defines the term “public agency” as follows:

The words “public agency” as used in this Act, “mean the State of Illinois, the various counties, townships, cities, towns, villages, school districts, educational service regions, special rural districts, public water supply districts, fire protection districts, drainage districts, levy districts, sewer districts, housing authorities, the Illinois Bank Examiners Education Foundation, the Chicago Park District, and all other political corporations or subdivisions of the State of Illinois, now or hereafter created, whether herein specifically mentioned or not”;

and

WHEREAS, the Initial Participants are public agencies and units of local government within the meaning of the Illinois Constitution, the Intergovernmental Cooperation Act, and the Public Funds Investment Act, and are authorized to enter into this Declaration of Trust pursuant to, *inter alia*, the provision of Section 10, Article VII of the Illinois Constitution, the Intergovernmental Cooperation Act, and the Public Funds Investment Act; and

WHEREAS, pursuant to such authority, the Initial Participants desire to enter into an agreement and thereby establish an entity for joint investment, pursuant to this Declaration of Trust, for the purpose of combining their respective available investment funds so as to enhance the investment opportunities available to them and increase the investment earnings accruing to the benefit of the Participants; and

WHEREAS, pursuant to such authority, this Declaration of Trust is intended to be an agreement entered into for the purpose of better performing the Participants’ responsibility to invest the funds of their respective Public Agency in accordance with the Laws of the State of Illinois; and

WHEREAS, this Declaration of Trust is intended to constitute an intergovernmental agreement pursuant to the authority conferred by the Illinois Constitution, the Intergovernmental Cooperation Act, and the Public Funds Investment Act; and

WHEREAS, each of the Participants has duly taken all official action necessary and appropriate to become a party to this Declaration of Trust; and

WHEREAS, it is proposed that the beneficial interest in the Fund’s assets shall be divided into non-transferable shares of beneficial interest, which shall be evidenced by a share register maintained by the Fund or its agent; and

WHEREAS, the Participants anticipate that other Public Agencies may wish to become Participants by adopting this Declaration of Trust and thus becoming parties to it;

NOW, THEREFORE, the Participants hereby declare that all money and property contributed to the Trust established under this Declaration of Trust shall be held and managed in

trust for the proportionate benefit of the holders of record from time to time of shares of beneficial interest issued and to be issued hereunder, without privilege, priority or distinction among such holders, except as otherwise specifically provided herein, and subject to the terms, covenants, conditions, purposes and provisions hereof.

ARTICLE I. THE FUND

Section 1.1. Name. The name of the common law trust created by this Declaration of Trust shall be the Illinois Institutional Investors Trust (the “Fund”) and, so far as may be practicable, the Trustees shall conduct the Fund’s activities, execute all documents and sue or be sued under that name, which name (and the word “Fund” wherever used in this Declaration of Trust, except where the context otherwise requires) shall refer to the Trustees in their capacity as Trustees, and not individually or personally, and shall not refer to the officers, agents, employees, counsel, advisers, consultants, accountants or Participants of the Fund or of such Trustees. Should the Trustees determine that the use of such name is not practicable, legal or convenient, they may use such other designation or they may adopt such other name for the Fund as they deem proper, and the Fund may hold Property and conduct its activities under such designation or name. The Trustees shall take such action as they, acting with the advice of counsel, shall deem necessary or appropriate to file or register such name in accordance with the Laws of the State of Illinois or the United States of America so as to protect and reserve the right of the Fund in and to such name. The Trustees shall have full and complete power to change the name of the Fund at any time and from time to time, in their sole and absolute discretion, without the affirmative vote of a majority of the Participants entitled to vote as set forth in Article XII hereof, provided that notice of any such change of name shall be promptly given to the Participants.

Section 1.2. Purpose; Only Public Agencies to Be Participants.

(a) The purpose of the Fund is to provide an instrumentality and agency through which Public Agencies organized under Laws of the State of Illinois, may jointly act, agree and cooperate in accordance with the Laws of the State of Illinois in the performance of their responsibilities to invest available funds so as to enhance their investment opportunities pursuant to an investment program conducted in accordance with the Laws of the State of Illinois, from time to time in effect, governing the investment of the funds of Public Agencies. Any Public Agency which is a Participant in this Agreement may authorize its treasurer or other duly authorized official to act on its behalf with respect to the funds of such Public Agency.

(b) No Public Agency shall become a Participant unless and until the governing board of such Public Agency has adopted this Declaration of Trust in accordance with Section 13.6(a) hereof. A Public Agency must make a minimum investment of \$100.00 in the Fund to become a Participant and must maintain a minimum investment balance of \$100.00 in the Fund in order for such Public Agency to exercise the rights and obligations of a Participant. A Participant whose minimum investment falls below \$100.00 may again exercise the rights and obligations of a Participant during such times as its investment exceeds the minimum balance of \$100.00

Section 1.3. Location. The Fund shall maintain an office of record in the State of Illinois and may maintain such other offices or places of business as the Trustees may from time to time determine.

Section 1.4. Nature of Fund and Declaration of Trust.

(a) The Fund shall be a common law trust organized and existing under the Laws of the State of Illinois. The Fund is not intended to be, shall not be deemed to be, and shall not be treated as, a general partnership, limited partnership, joint venture, corporation, investment company or joint stock company. The Participants shall be beneficiaries of the Fund, and their relationship to the Trustees shall be solely in their capacity as Participants and beneficiaries in accordance with the rights conferred upon them hereunder.

(b) This Declaration of Trust is an agreement of indefinite term regarding the deposit, redeposit, investment, reinvestment and withdrawal of Public Agency funds within the meaning of the Laws of the State of Illinois.

Section 1.5. Definitions. As used in this Declaration of Trust, the following terms shall have the following meanings unless the context hereof otherwise requires:

“Administrator” shall mean any Person or Persons appointed, employed or contracted with by the Trustees under the applicable provisions of Section 3.1 hereof.

“Administration Agreement” shall mean the agreement with the Administrator referred to in Section 3.3 hereof as the same may be amended from time to time.

“Adviser” shall mean any Person or Persons appointed, employed or contracted with by the Trustees under the applicable provisions of Section 3.1 hereof.

“Affiliate” shall mean, with respect to any Person, another Person directly or indirectly controlling, controlled by or under common control with such Person, or any officer, director, partner or employee of such Person.

“Class” shall mean a category of the Shares of a Series or of the Fund if there are no Series, which category is authorized by the Trustees pursuant to Article VI hereof

“Custodian” shall mean any Person or Persons appointed, employed or contracted with by the Trustees under the applicable provisions of Article X hereof.

“Custodian Agreement” shall mean the agreement with a Custodian referred to in Article XI hereof as such agreement may be amended from time to time.

“Declaration of Trust” shall mean this Declaration of Trust as amended, restated or modified from time to time. References in this Declaration of Trust to “Declaration,” “hereof,” “herein,” “hereby” and “hereunder” shall be deemed to refer to the Declaration of Trust and shall not be limited to the particular text, article or section in which such words appear.

“Distributor” shall mean any Person or Persons appointed, employed or contracted with by the Trustees under the applicable provisions of Section 3.1 hereof.

“Distribution Agreement” shall mean the agreement with the Distributor referred to in Section 3.4 as the same may be amended from time to time.

“Fund” shall mean the common law trust created by this Declaration of Trust.

“Fund Property” or “Property” shall mean, as of any particular time, any and all Property, real, personal or otherwise, tangible or intangible, which is transferred, conveyed or paid to the Fund or Trustees, and all income, profits and gains therefrom, and which, at such time, is owned or held by, or for the account of, the Fund or the Trustees.

“Information Statement” shall mean the information statement or other descriptive document or documents adopted as such by the Trustees and distributed by the Fund to Participants and potential Participants of the Fund as the same may be amended by the Trustees from time to time.

“Initial Participants” shall mean the Public Agencies which initially formed this Fund as of October 18, 2002 by the execution and adoption of this Declaration of Trust.

“Investment Advisory Agreement” shall mean the agreement with the Adviser referred to in Section 3.2 hereof as the same may be amended from time to time.

“Law” or “Laws” shall mean common law and all ordinances, statutes, rules, regulations, orders, injunctions, decisions, opinions or decrees of any government or political subdivision or agency thereof, or any court or similar entity established by any thereof.

“Participants” shall mean the Public Agencies which are the Initial Participants and the Public Agencies which adopt this Declaration of Trust pursuant to Section 13.6(a) hereof.

“Permitted Investments” shall mean the investments referred to in paragraphs (a) through (h) of Section 4.2 hereof.

“Person” shall mean and include individuals, corporations, limited partnerships, general partnerships, joint stock companies or associations, joint ventures, associations, companies, trusts, banks, trust companies, land trusts, business trusts or other entities (whether or not legal entities) and governments and agencies and political subdivisions thereof, but shall not include the Trust.

“Public Agency” or “Public Agencies” shall mean those units of local government, school districts, and political corporations or subdivisions of the State of Illinois which are authorized to enter into intergovernmental agreements pursuant to the provisions of Section 10 of Article VII of the Illinois Constitution and the Intergovernmental Cooperation Act, and which are authorized to invest their funds pursuant to the provisions of the Public Funds Investment Act.

“Section 2” shall mean Section 2 of the Public Funds Investment Act, as heretofore amended, and as the same may be amended from time to time.

“Series” shall mean a category of the Shares authorized by the Trustees pursuant to Article VI hereof.

“Share” shall mean the unit used to denominate and measure the respective pro rata beneficial interests of the Participants in the Fund (or any Series or any Class thereof) as described in Article VI.

“Share Register” shall mean the register of Shares maintained pursuant to Section 7.1 hereof.

“Trustees” shall mean the Persons who become fiduciaries of the Fund pursuant to Article VIII hereof.

ARTICLE II. POWERS OF THE TRUSTEES

Section 2.1. General.

(a) Subject to the rights of the Participants as provided herein, the Trustees shall have, without other or further authorization, full, exclusive and absolute power, control and authority over the Fund Property and over the affairs of the Fund to the same extent as if the Trustees were the sole and absolute owners of the Fund Property in their own right, and with such powers of delegation as may be permitted by this Declaration of Trust. The Trustees may do and perform such acts and things as in their sole judgment and discretion are necessary and proper for conducting the affairs of the Fund or promoting the interests of the Fund and the Participants. The enumeration of any specific power or authority herein shall not be construed as limiting the aforesaid general power or authority or any specific power or authority. The Trustees may exercise any power authorized and granted to them by this Declaration of Trust. Such powers of the Trustees may be exercised without the necessity of any order of, or resort to, any court.

(b) The Trustees shall have the power to conduct, operate and provide an investment program for the investment of funds of Public Agencies; and for such consideration as they may deem proper and as may be required by Law, to subscribe for, invest in, reinvest in, purchase or otherwise acquire or otherwise deal in or dispose of investment instruments constituting “Permitted Investments” as described in Section 4.2. The Trustees shall have the power to enter into contracts and agreements with respect to the purchase and sale of permitted investments.

(c) In the exercise of their powers, the Trustees shall not be limited, except as otherwise provided hereunder, to investing in Permitted Investments maturing before the possible termination of the Fund. Except as otherwise provided in this Declaration of Trust, the Trustees shall not be limited by any Law now or hereafter in effect limiting the investments which may be held or retained by trustees or other fiduciaries, and they shall have full authority and power to make any and all Permitted Investments within the limitations of this Declaration of Trust that they, in their absolute discretion, shall determine to be advisable and appropriate. The Trustees shall have no liability for loss with respect to Permitted Investments made within

the terms of this Declaration of Trust, even though such investments shall be of a character or in an amount not considered proper for the investment of trust funds by trustees or other fiduciaries. The Trustees shall be permitted only to make Permitted Investments in accordance with Article IV of this Declaration of Trust.

Section 2.2. Legal Title.

Legal title to all of the Fund Property shall be vested in the Trustees on behalf of the Participants and be held by and transferred to the Trustees, except that the Trustees shall have full and complete power to cause legal title to any Fund Property to be held, on behalf of the Participants, by or in the name of the Fund, or in the name of any other Person as nominee, on such terms, in such manner, and with such powers as the Trustees may determine, so long as in their judgment the interest of the Fund is adequately protected.

The right, title and interest of the Trustees in and to the Fund Property shall vest automatically in all persons who may hereafter become Trustees upon their due election and qualification without any further act. Upon the resignation, disability, removal, adjudication as an incompetent, or death of a Trustee, he (and in the event of his death, his estate) shall automatically cease to have any right, title or interest in or to any of the Fund Property, and the right, title and interest of such Trustee in and to the Fund Property shall vest automatically in the remaining Trustees without any further act.

Section 2.3. Disposition of Assets. Subject in all respects to Article IV hereof, the Trustees shall have full and complete power to sell, exchange or otherwise dispose of any and all Fund Property free and clear of any and all trusts and restrictions, at public or private sale, for cash or on terms, with or without advertisement, and subject to such restrictions, stipulations, agreements and reservations as they shall deem proper, and to execute and deliver any deed, power, assignment, bill of sale, or other instrument in connection with the foregoing. The Trustees shall also have full and complete power, subject in all respects to Article IV hereof, and in furtherance of the affairs and purposes of the Fund, to give consents and make contracts relating to Fund Property or its use.

Section 2.4. Taxes. The Trustees shall have full and complete power: (i) to pay all taxes or assessments, of whatever kind or nature, validly and lawfully imposed upon or against the Fund or the Trustees in connection with the Fund Property or upon or against the Fund Property or income or any part thereof; (ii) to settle and compromise disputed tax liabilities; and (iii) for the foregoing purposes to make such returns and do all such other acts and things as may be deemed by the Trustees to be necessary or desirable.

Section 2.5. Rights as Holders of Fund Property. The Trustees shall have full and complete power to exercise on behalf of the Participants all of the rights, powers and privileges appertaining to the ownership of all or any Permitted Investments or other Property forming part of the Fund Property to the same extent that any individual might, and, without limiting the generality of the foregoing, to vote or give any consent, request or notice or waive any notice either in person or by proxy or power of attorney, with or without the power of substitution, to one or more Persons, which proxies and powers of attorney may be for meetings or actions

generally, or for any particular meeting or action, and may include the exercise of discretionary powers.

Section 2.6. Delegation; Committees. The Trustees shall have full and complete power (consistent with their continuing exclusive authority over the management of the Fund, the conduct of its affairs, their duties and obligations as Trustees, and the management and disposition of Fund Property) to delegate from time to time to such one or more of their number (who may be designated as constituting a Committee of the Trustees) or to officers, employees or agents of the Fund (including, without limitation, the Administrator, the Adviser and the Custodian) the doing of such acts and things and the execution of such instruments either in the name of the Fund, or the names of the Trustees or as their attorney or attorneys, or otherwise as the Trustees may from time to time deem expedient and appropriate in the furtherance of the business affairs and purposes of the Fund.

Section 2.7. Collection. The Trustees shall have full and complete power: (i) to collect, sue for, receive and receipt for all sums of money or other property due to the Fund; (ii) to consent to extensions of the time for payment, or to the renewal of any securities, investments or obligations; (iii) to engage or intervene in, prosecute, defend, compromise, abandon or adjust by arbitration or otherwise any actions, suits, proceedings, disputes, claims, demands or things relating to the Fund Property; (iv) to foreclose any collateral, security or instrument securing any investments, notes, bills, bonds, obligations or contracts by virtue of which any sums of money are owed to the Fund; (v) to exercise any power of sale held by them, and to convey good title thereunder free of any and all trusts, and in connection with any such foreclosure or sales to purchase or otherwise acquire title to any property; (vi) to be parties to reorganization and to transfer to and deposit with any corporation, committee, voting trustee or other Person any securities, investments or of any Person which form a part of the Fund Property, for the purpose of such reorganization or otherwise; (vii) to participate in any arrangement for enforcing or protecting the interests of the Trustees as the owners or holders of such securities, investments or obligations and to pay any assessment levied in connection with such reorganization or arrangement; (viii) to extend the time (with or without security) for the payment or delivery of any debts or property and to execute and enter into releases, agreements and other instruments; and (ix) to pay or satisfy any debts or claims upon any evidence that the Trustees shall deem sufficient.

Section 2.8. Payment of Expenses. The Trustees shall have full and complete power: (i) to incur and pay any charges or expenses which in the opinion of the Trustees are necessary or incidental to or proper for carrying out any of the purposes of this Declaration of Trust; (ii) to reimburse others for the payment therefor; and (iii) to pay appropriate compensation or fees from the funds of the Fund to Persons with whom the Fund has contracted or transacted business. The Trustees shall fix the compensation, if any, of all officers and employees of the Fund. The Trustees shall not be paid compensation for their general services as Trustees hereunder. The Trustees may pay themselves or any one or more of themselves reimbursement for expenses reasonably incurred by themselves or any one or more of themselves on behalf of the Fund. The Trustees may allocate such expenses among various Series and Classes in such manner and proportion as appropriate in the discretion of the Trustees.

Section 2.9. Borrowing and Indebtedness. The Trustees shall not have the power to borrow money or incur indebtedness on behalf of the Fund, or authorize the Fund to borrow money or incur indebtedness, except as provided in paragraph (d) of Section 4.2 of this Declaration of Trust, but only if and to the extent permitted by Law.

Section 2.10. Deposits. The Trustees shall have full and complete power to deposit, in such manner as may now and hereafter be permitted by Law, any moneys or funds included in the Fund Property, and intended to be used for the payment of expenses of the Fund or the Trustees, with one or more banks, trust companies or other banking institutions whether or not such deposits will draw interest. Such deposits are to be subject to withdrawal in such manner as the Trustees may determine, and the Trustees shall have no responsibility for any loss which may occur by reason of the failure of the bank, trust company or other banking institution with which the moneys, investments, or securities have been deposited. Each such bank, trust company or other banking institution shall comply, with respect to such deposit, with all applicable requirements of all applicable Laws including, but not limited to, the laws governing each participating Public Agency.

Section 2.11. Valuation. The Trustees shall have full and complete power to determine in good faith conclusively the value of any of the Fund Property and to revalue the Fund Property.

Section 2.12. Fiscal Year. The Trustees shall have full and complete power to determine the fiscal year of the Fund and the method or form in which its accounts shall be kept and from time to time to change the fiscal year or method or form of accounts. The Trustees may establish different fiscal years for the various Series as appropriate in the discretion of the Trustees.

Section 2.13. Concerning the Fund and Certain Affiliates.

(a) The Fund may enter into transactions with any Affiliate of the Fund or of the Adviser, the Administrator, the Custodian or any Affiliate of any Trustee, officer, director, employee or agent of the Fund or of the Adviser, the Administrator, or the Custodian if (i) each such transaction (or type of transaction) has, after disclosure of such affiliation, been approved or ratified by the affirmative vote of a majority of the Trustees, including a majority of the Trustees who are not Affiliates of any Person (other than the Fund) who is a party to the transaction or transactions with the Fund and (ii) such transaction (or type of transaction) is, in the opinion of the Trustees, on terms fair and reasonable to the Fund and the Participants and at least as favorable to them as similar arrangements for comparable transactions (of which the Trustees have knowledge) with organizations unaffiliated with the Fund or with the Person who is a party to the transaction or transactions with the Fund.

(b) Except as otherwise provided in this Declaration of Trust or in the Laws of the State of Illinois, in the absence of fraud, a contract, act or other transaction, between the Fund and any other Person, or in which the Fund is interested, is valid and no Trustee, officer, employee or agent of the Fund has any liability as a result of entering into any such contract, act or transaction even though (i) one or more of the Trustees, officers, employees or agents of such other Person, or (ii) one or more of the Trustees, officers, employees, or agents of the Fund,

individually or jointly with others, is a party or are parties to or directly interested in, or affiliated with, such contract, act or transaction, provided that (i) such interest or affiliation is disclosed to the Trustees and the Trustees authorize such contract, act or other transaction by a vote of a majority of the unaffiliated Trustees, or (ii) such interest or affiliation is disclosed to the Participants, and such contract, act or transaction is approved by a majority of the Participants.

(c) Any Trustee or officer, employee, or agent of the Fund may, in his personal capacity, or in a capacity as trustee, officer, director, stockholder, partner, member, agent, adviser or employee of any Person, have business interests and engage in business activities in addition to those relating to the Fund, which interests and activities may be similar to those of the Fund and include the acquisition, syndication, holding, management, operation or disposition of securities, investments and funds, for his own account or for the account of such Person. Each Trustee, officer, employee and agent of the Fund shall be free of any obligation to present to the Fund any investment opportunity which comes to him in any capacity other than solely as Trustee, officer, employee or agent of the Fund, even if such opportunity is of a character which, if presented to the Fund, could be taken by the Fund.

(d) Subject to the provisions of Article III hereof, any Trustee or officer, employee or agent of the Fund may be interested as trustee, officer, director, stockholder, partner, member, agent, adviser or employee of, or otherwise have a direct or indirect interest in, any Person who may be engaged to render advice or services to the Fund, and may receive compensation from such Person as well as compensation as Trustee, officer, employee or agent of the Fund or otherwise hereunder. None of the activities and interests referred to in this paragraph (d) shall be deemed to conflict with his duties and powers as Trustee, officer, employee or agent of the Fund.

(e) To the extent that any other provision of this Declaration of Trust conflicts with, or is otherwise contrary to the provisions of, this Section 2.13, the provisions of this Section 2.13 shall be deemed controlling.

(f) Notwithstanding the foregoing provisions of this Section 2.14, the Trustees shall not have the power to engage in any transaction with any Affiliate that would be inconsistent with the Laws of the State of Illinois concerning public ethics and conflicts of interest, and the By-Laws of the Fund may contain provisions more restrictive than those set forth in this Section 2.13.

Section 2.14. Investment Program. The Trustees shall use their best efforts to obtain through the Adviser or other qualified persons a continuing and suitable investment program, consistent with the investment policies and objectives of the Fund set forth in Article IV of this Declaration of Trust, and the Trustees shall be responsible for reviewing and approving or rejecting the investment program presented by the Adviser or such other Persons. Subject to the provisions of Section 2.6 and Section 3.1 hereof, the Trustees may delegate functions arising under this Section 2.14 to one or more of their number or to the Adviser. The Trustees also shall have full and complete power to contract for or to otherwise obtain from or through the Adviser, the Administrator or other qualified Persons for the benefit of, and to make available to, the Participants of the Fund from time to time, additional investment and non-investment programs and services distinct from the Fund's program of investments measured by Shares, but consistent with the investment goals and objectives of the Fund and the general purposes of this Declaration

of Trust. The Trustees shall have the power to review and approve or reject, in their sole discretion, such additional investment and non-investment programs as may be presented to the Trustees by the Adviser, the Administrator or any other qualified Persons.

Section 2.15. Power to Contract, Appoint, Retain and Employ. Subject to the provisions of Section 2.6 and Section 3.1 hereof with respect to delegation of authority by the Trustees, the Trustees shall have full and complete power to appoint, employ, retain, or contract with any Person of suitable qualifications and high repute (including one or more of themselves and any corporation, partnership, trust or other entity of which one or more of them may be an Affiliate, subject to the applicable requirements of Section 2.13 hereof) as the Trustees may deem necessary, or desirable for the transaction of the affairs of the Fund, or the transaction of the affairs of any additional investment programs or services or non-investment programs or services of any nature affiliated with the Fund or otherwise contracted for or by the Fund, including any Person or Persons who, under the supervision of the Trustees, may, among other things: (i) serve as the Fund's investment adviser and consultant in connection with policy decisions made by the Trustees; (ii) serve as the Fund's administrator; (iii) serve as the Fund's distributor; (iv) furnish reports to the Trustees and provide research, economic and statistical data in connection with the Fund's investments; (v) act as consultants, accountants, technical advisers, attorneys, brokers, underwriters, corporate fiduciaries, escrow agents, depositaries, custodians or agents for collection, insurers or insurance agents, registrars for Shares or in any other capacity deemed by the Trustees to be necessary or desirable; (vi) investigate, select and, on behalf of the Fund, conduct relations with Persons acting in such capacities and pay appropriate fees to, and enter into appropriate contracts with, or employ, or retain services performed or to be performed by, any of them in connection with the investments acquired, sold, or otherwise disposed of, or committed, negotiated, or contemplated to be acquired, sold or otherwise disposed of; (vii) substitute any other Person for any such Person; (viii) act as attorney-in-fact or agent in the purchase or sale or other disposition of investments, and in the handling, prosecuting or other enforcement of any lien or security securing investments; (ix) assist in the performance of such ministerial functions necessary in the management of the Fund as may be agreed upon with the Trustees; and (x) any of the foregoing as may be agreed upon by the Trustees with regard to any additional investment and non-investment programs and services for the benefit of the Participants.

Section 2.16. Insurance. The Trustees shall have full and complete power to purchase and pay for, entirely out of Fund Property, insurance policies insuring the Fund and the Trustees, officers, employees and agents, of the Fund individually against all claims and liabilities of every nature arising by reason of holding or having held any such office or position, or by reason of any action alleged to have been taken or omitted by the Fund or any such Person as Trustee, officer, employee and agent, including any action taken or omitted that may be determined to constitute negligence, whether or not the Fund would have the power to indemnify such Person against such liability.

Section 2.17. Indemnification. In addition to the mandatory indemnification provided for in Section 5.3 hereof, the Trustees shall have full and complete power, to the extent permitted by applicable Laws, to indemnify or enter into agreements with respect to indemnification with any Person with whom the Fund has dealings, including, without limitation, the Adviser, the

Administrator and the Custodian, to such extent as the Trustees shall determine, subject to such limitations as may arise under law.

Section 2.18. Remedies. Notwithstanding any provision in this Declaration of Trust, when the Trustees deem that there is a significant risk that an obligor to the Fund may default or is in default under the terms of any obligation to the Fund, the Trustees shall have full and complete power to pursue any remedies permitted by Law which, in their sole judgment, are in the interests of the Fund, and the Trustees shall have full and complete power to enter into any investment, commitment or obligation of the Fund resulting from the pursuit of such remedies as are necessary or desirable to dispose of property acquired in the pursuit of such remedies.

Section 2.19. Information Statement. The Trustees shall have full and complete power to authorize the distribution of an Information Statement regarding the Fund which may be prepared by advisers to the Fund and to authorize the amendment of or supplement of the same from time to time.

Section 2.20. Further Powers. The Trustees shall have full and complete power to take all such actions, do all such matters and things and execute all such instruments as they deem necessary, proper or desirable in order to carry out, promote or advance the interests and purposes of the Fund although such actions, matters or things are not herein specifically mentioned. Any determination as to what is in the best interests of the Fund made by the Trustees in good faith shall be conclusive. In construing the provisions of this Declaration of Trust, the presumption shall be in favor of a grant of power to the Trustees. The Trustees shall not be required to obtain any court order to deal with the Fund Property.

ARTICLE III. THE INVESTMENT ADVISER ,THE ADMINISTRATOR, THE DISTRIBUTOR AND THE INDEPENDENT ACCOUNTANT

Section 3.1. Appointment of Adviser, Administrator and Distributor. The Trustees are responsible for the general investment policy and program of the Fund and for the general supervision and administration of the business and affairs of the Fund conducted by the officers, agents, employees, investment advisers, administrators, distributors, or independent contractors of the Fund. However, the Trustees are not required personally to conduct all of the routine business of the Fund and, consistent with their ultimate responsibility as stated herein, the Trustees may appoint, employ or contract with the Adviser as an investment adviser to the Fund, the Administrator as an administrator for the Fund, and the Distributor as the distribution agent for the Fund and may grant or delegate such authority to the Adviser, the Administrator (pursuant to the terms of Section 2.15 hereof), the Distributor or to any other Person the services of whom are obtained by the Adviser, the Administrator or the Distributor, as the Trustees may, in their sole discretion, deem necessary or desirable, for the efficient management of the Fund, without regard to whether such authority is normally granted or delegated by trustees or other fiduciaries. The same Person may serve simultaneously as the Administrator, as the Adviser and as the Distributor, but no Person serving as the Administrator, the Adviser or the Distributor may serve as the Custodian.

Section 3.2. Duties of the Adviser. The duties of the Adviser shall be those set forth in the Investment Advisory Agreement to be entered into between the Fund and the Person or

Persons designated pursuant to Section 3.1 as the Adviser. Such duties may be modified by the Trustees, from time to time, by the amendment of the Investment Advisory Agreement. Subject to Article IV hereof, the Trustees may authorize the Adviser to effect purchases, sales or exchanges of Fund Property on behalf of the Trustees or may authorize any officer, employee, agent or Trustee to effect such purchases, sales, or exchanges pursuant to recommendations of the Adviser, all without further action by the Trustees. Any and all of such purchases, sales, and exchanges shall be deemed to be authorized by all the Trustees. The Investment Advisory Agreement may authorize the Adviser to employ other persons to assist it in the performance of its duties.

Section 3.3. Duties of the Administrator. The duties of the Administrator shall be those set forth in the Administration Agreement to be entered into between the Fund and the Person or Persons designated pursuant to Section 3.1 as the Administrator. Such duties may be modified by the Trustees, from time to time, by the amendment of the Administration Agreement. The Administration Agreement may authorize the Administrator to employ other persons to assist it in the performance of its duties.

Section 3.4. Duties of the Distributor. The duties of the Distributor shall be those set forth in the Distribution Agreement to be entered into between the Fund and the Person or Persons designated pursuant to 3.1 as the Distributor. Such duties may be modified by the Trustees, from time to time, by the amendment of the Distribution Agreement. The Distribution Agreement may authorize the Distributor to employ other persons to assist it in the performance of its duties.

Section 3.5. Successors. In the event that, at any time, the position of Adviser or of Administrator or of the Distributor shall become vacant for any reason, the successor shall not be appointed without a vote of the Participants as set forth in Section 8.1.

Section 3.6. Appointment and Duties of the Independent Accountant. The Trustees shall appoint an independent accountant for each fiscal year of the Fund and its various Series. Such independent accountant shall perform such duties as may be directed by the Trustees, including, without limitation, conducting examinations of the Fund and the rendering of opinions and reports concerning the Fund.

ARTICLE IV. INVESTMENTS

Section 4.1. Statement of Investment Policy and Objective. Subject to the prohibitions and restrictions contained in Section 4.2 hereof, the general investment policy and objective of the Trust and each Series shall be to invest the Fund in Permitted Investments as set forth below and any other applicable provisions of Law as may be set forth more fully in the Fund's Information Statement, as the same may be amended from time to time.

Section 4.2. Permitted Investments. In accordance with Article II, Permitted Investments shall constitute the following:

(a) bonds, notes, certificates of indebtedness, treasury bills or other securities now, or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest;

(b) bonds, notes, debentures or other similar obligations of the United States of America or its agencies;

(c) interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act (205 ILCS 511, et. seq.); provided, however, that such bank is federally insured;

(d) short-term obligations of corporations organized in the United States of America with assets exceeding \$500,000,000, provided that such obligations are rated at the time of purchase within one of the three highest classifications established by at least two standard rating services, such obligations mature not later than 180 days from the date of purchase, and such purchases do not exceed 10% of the applicable corporation's outstanding obligations;

(e) short-term discount obligations of the Federal National Mortgage Association or shares or other forms of securities legally issuable by savings and loan associations incorporated under the Laws of Illinois or any other state or under the Laws of the United States of America, provided that the shares or investment certificates of such savings and loan associations are federally insured, any such securities are purchased at the offering or market price thereof at the time of such purchase, and all such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Trustees, the funds so invested will be required for the payment of funds to Participants upon the withdrawal of moneys from the Fund;

(f) money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraphs (a) or (b) of this Section 4.2 and to agreements to repurchase such obligations; and

(g) any other investment instruments now permitted by the provisions of Section 2 of the Public Funds Investment Act or any other applicable statutes or hereafter permitted by reason of the amendment of Section 2 of the Public Funds Investment Act or the adoption of any other statute applicable to the investment of Public Agency funds.

Section 4.3. Restrictions Fundamental to the Fund. Notwithstanding anything in this Declaration of Trust which may be deemed to authorize the contrary, the Fund:

(a) May not make any investment other than investments authorized by Section 4.2 or any other applicable provisions of Law, as the same may be amended from time to time, and in the case of investments made jointly with funds of other Public Agencies, may not make any investment other than investments authorized by Law for the investment of each such Public Agency;

(b) May not purchase any Permitted Investment which has a maturity date more than 397 days from the date of the Fund's purchase thereof, unless subject, at the time of such purchase by the Fund, to an irrevocable agreement on the part of a Responsible Person to purchase such Permitted Investment from the Fund within 397 days; provided, however, that the Trustees may, in their discretion, by an action set forth by resolution of the Trustees and included

in the Information Statement, waive such 397 day limitation with respect to any one or more Series of Shares. For the purposes of this provision:

(i) A variable rate security which has its rate of interest readjusted no less frequently than every 397 days shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate or earlier maturity.

(ii) A floating rate security shall be deemed to have a remaining maturity of one day.

(c) May not purchase any Permitted Investment if the effect of such purchase by the Fund would be to make the average dollar weighted maturity of the Fund's investment portfolio greater than the period designated by the Trustees with respect to the Series to which such purchase of such Permitted Investment relates; provided, however, that in making such determination any Permitted Investment which is subject to an irrevocable agreement of the nature referred to in the preceding clause (b) shall be deemed to mature on the day on which the Fund is obligated to sell such Permitted Investment back to a Responsible Person or the day on which the Fund may exercise its rights under such agreement to require the purchase of such Permitted Investment by a Responsible Person;

(d) May not borrow money or incur indebtedness, whether or not the proceeds thereof are intended to be used to purchase Permitted Investments, except

(i) as a temporary measure to facilitate withdrawal requests which might otherwise require unscheduled dispositions of portfolio investments, including, without limitation, to facilitate withdrawal requests made by Participants and received by the Custodian after the Fund has already sold, or entered sell orders for, portfolio investments to cover the withdrawal requests previously made on that date, and only to the extent permitted by Law; or

(ii) as a temporary measure (not to exceed one business day) from the Custodian to provide for the purchase of portfolio securities pending receipt by the Custodian of collected funds from a Participant who has notified the Fund before such purchase that it has wire transferred funds (or otherwise transferred immediately available funds) to the Fund in an amount sufficient to pay the purchase price of such securities, and only as and to the extent permitted by Law.

provided, however, that nothing contained in this paragraph (d) shall permit, or be construed as permitting, the pledge of the assets of the Fund to secure any such borrowing except for the pledge of amounts, limited to the amount of such borrowing, held in the specific Participant's account with the Fund for whom such borrowing was incurred;

(e) May not make loans, provided that the Fund may make Permitted Investments; and

(f) May not hold or provide for the custody of any Fund Property in a manner not authorized by Law or by any institution or Person not authorized by Law.

For the purposes of this Section 4.3, the phrase “Responsible Person” shall mean a Person listed on the United States Treasury Department List of Primary Government Securities Dealers or any equivalent successor to such list or a bank organized and existing under the Laws of the United States of America or any state thereof having assets in excess of \$500,000,000.

Section 4.4. Amendment of Restrictions. The restrictions set forth in Section 4.2 hereof are fundamental to the operation and activities of the Fund and may not be changed without the affirmative vote of a majority of the Participants entitled to vote, except that such restrictions may be changed by the Trustees so as to make them more restrictive when necessary to conform the investment program and activities of the Fund to the Laws of the State of Illinois and the United States of America as they may from time to time be amended.

ARTICLE V. LIMITATIONS OF LIABILITY

Section 5.1. Liability to Third Persons. No Participant shall be subject to any personal liability whatsoever, in tort, contract or otherwise, to any other Person or Persons in connection with Fund Property or the affairs of the Fund; and no Trustee, officer, or employee of the Fund shall be subject to any personal liability whatsoever in tort, contract or otherwise, to any other Person or Persons in connection with Fund Property or the affairs of the Fund, and all such other Persons shall look solely to the Fund Property for satisfaction of claims of any nature arising in connection with the affairs of the Fund. If any Participant, Trustee, officer or employee, as such, of the Fund is made a party to any suit or proceedings to assert or enforce any such liability, he shall not on account thereof be held to any personal liability.

Section 5.2. Liability to the Fund or to the Participants. No Trustee, officer or employee of the Fund shall be liable to the Fund or to any Participant for any action or failure to act (including, without limitation, the failure to compel in any way any former or acting Trustee to redress any breach of trust) except for his own bad faith, willful misfeasance, gross negligence or reckless disregard of his duties provided, however, that the provisions of this Section 5.2 shall not limit the liability of any Person with respect to breaches by it of a contract between it and the Fund.

Section 5.3. Indemnification.

(a) The Fund shall indemnify and hold each Participant harmless from and against all claims and liabilities, whether they proceed to judgment or are settled or otherwise brought to a conclusion, to which such Participant may become subject solely by reason of its being or having been a Participant, and shall reimburse such Participant for all legal and other expenses reasonably incurred by it in connection with any such claim or liability. The rights accruing to a Participant under this Section 5.3 shall not exclude any other right to which such Participant may be lawfully entitled, nor shall anything herein contained restrict the right of the Fund to indemnify or reimburse a Participant in any appropriate situation even though not specifically provided herein.

(b) The Fund shall indemnify each of its Trustees and officers, and employees and other Persons designated by the Board of Trustees to receive such indemnification, against all liabilities and expenses (including, without limitation, amounts paid in satisfaction of judgments, in compromise or as fines and penalties, and counsel fees) reasonably incurred by him in connection with the defense or disposition of any action, suit or other proceeding by the Fund or any other Person, whether civil or criminal, in which he may be involved or with which he may be threatened, while in office or thereafter, by reason of his being or having been such a Trustee, officer, employee or other designated Person, except as to any matter as to which he shall have been adjudicated to have acted in bad faith or with willful misfeasance or reckless disregard of his duties or gross negligence; provided, however, that the provisions of this Section 5.3 shall not be construed to permit the indemnification of any Person with respect to breaches by it of a contract between it and the Fund; and further provided, however, that as to any matter disposed of by a compromise payment by such Trustee, officer, employee or other designated Person, pursuant to a consent decree or otherwise, no indemnification either for said payment or for any other expenses shall be provided unless the Fund shall have received a written opinion from independent counsel approved by the Trustees to the effect that if the foregoing matters had been adjudicated, the defenses that could have been presented on behalf of such Trustee, officer, employee or other designated Person were meritorious. The rights accruing to any Trustee, officer, employee or other designated Person under the provisions of this paragraph (b) of this Section 5.3 shall not exclude any other right to which he may be lawfully entitled; provided, however, that no Trustee, officer, employee or other designated Person may satisfy any right of indemnity or reimbursement granted herein or to which he may be otherwise entitled except out of the Fund Property, and no Participant shall be personally liable to any Person with respect to any claim for indemnity or reimbursement or otherwise. The Trustees may make advance payments in connection with indemnification under this paragraph (b) of this Section 5.3, provided that the indemnified Trustee, officer, employee or other designated Person shall have given a written undertaking to reimburse the Fund in the event that it is subsequently determined that he is not entitled to such indemnification.

(c) Any action taken by, or conduct on the part of, a Trustee, an officer, or an employee of the Fund or other Person designated by the Trustees in conformity with, or in good faith reliance upon, the provisions of Section 2.13 or Section 5.7 hereof shall not, for the purpose of this Declaration of Trust (including, without limitation, Sections 5.1 and 5.2 and this Section 5.3) constitute bad faith, willful misfeasance, gross negligence or reckless disregard of his duties.

Section 5.4. Surety Bonds. No Trustee shall, as such, be obligated to give any bond or surety or other security for the performance of any of his duties.

Section 5.5. Apparent Authority. No purchaser, seller, transfer agent or other Person dealing with the Trustees or any officer, employee or agent of the Fund shall be bound to make any inquiry concerning the validity of any transaction purporting to be made by the Trustee or by such officer, employee or agent or make inquiry concerning or be liable for the application of money or property paid, transferred or delivered to or on the order of the Trustees or of such officer, employee or agent.

Section 5.6. Recitals. Any written instrument creating an obligation of the Fund shall be conclusively taken to have been executed by a Trustee or an officer, employee or agent of the

Fund only in his capacity as a Trustee under this Declaration of Trust or in his capacity as an officer, employee or agent of the Fund. Any written instrument creating an obligation of the Fund shall refer to this Declaration of Trust and contain a recital to the effect that the obligations thereunder are not personally binding upon, nor shall resort be had to the property of, any of the Trustees, Participants, officers, employees or agents of the Fund, and that only the Fund Property or a specific portion thereof shall be bound, and such written instrument may contain any further similar recital which may be deemed appropriate; provided, however, that the omission of any recital pursuant to this Section 5.6 shall not operate to impose personal liability on any of the Trustees, Participants, officers, employees or agents of the Fund.

Section 5.7. Reliance on Experts, Etc. Each Trustee and each officer of the Fund shall, in the performance of his duties, be fully and completely justified and protected with regard to any act or any failure to act resulting from reliance in good faith upon the books of account or other records of the Fund, upon an opinion of counsel or upon reports made to the Fund by any of its officers or employees or by the Adviser, the Administrator, the Custodian, accountants, appraisers or other experts or consultants selected with reasonable care by the officers of the Fund.

ARTICLE VI. CHARACTERISTICS OF SHARES

Section 6.1. Beneficial Interest. The beneficial interest of the Participants hereunder in the Fund Property and the earnings thereon shall be divided into Shares, which shall be used as units to measure the proportionate allocation to the respective Participants of the beneficial interest hereunder. The number of Shares that may be used to measure and represent the proportionate allocation of beneficial interest among the Participants is unlimited.

Section 6.2. Rights of Participants. The beneficial interest hereunder measured by the Shares shall not entitle a Participant to which Shares relate to preference, preemptive, appraisal, conversion, or exchange rights of any kind with respect to the Fund or the Fund Property, except as the Trustees may determine with respect to any Class or Series. Title to the Fund Property of every description and the right to conduct any affairs herein described are vested in the Trustees on behalf, and for the beneficial interest, of the Participants, and the Participants shall have no interest therein other than the beneficial interest conferred hereby and measured by their Shares, and they shall have no right to call for any partition or division of any property, profits, rights or interests of the Fund nor can they be called upon to share or assume any losses of the Fund or suffer an assessment of any kind by virtue of the allocation of Shares to them, except as provided in Article IX hereof.

Section 6.3. Series or Class Designation. The Trustees may, from time to time, authorize the division of Shares into separate Series and the division of any Series into two or more separate Classes of Shares, as they deem necessary and desirable. The different Series or Classes shall be established and designated, and the variations in the relative rights and preferences as between the different Series or Classes, such as the purchase price, right of redemption and the price, terms and manner of redemption, special and relative rights as to distributions on liquidation, conversion rights, and conditions under which the several series or classes shall have separate voting rights and separate investment restrictions, shall be fixed and determined, by the Trustees, without the requirement of Participant approval.

Section 6.4. Allocation of Shares.

(a) The Trustees, in their discretion, may, from time to time, without vote of the Participants, allocate Shares, in addition to the then allocated Shares, to such party or parties, for such amount and such type of consideration (including, without limitation, income from the investment of Fund Property), at such time or times (including, without limitation, each business day in accordance with the maintenance of a constant net asset value per Share as permitted by Section 9.1 hereof), and on such terms as the Trustees may deem best. In connection with any allocation of Shares, the Trustees may allocate fractional Shares. The Trustees may from time to time adjust the total number of Shares allocated without thereby changing the proportionate beneficial interests in the Fund. Reductions or increases in the number of allocated Shares may be made in order to maintain a constant net asset value per Share as permitted by Section 9.1 hereof. Shares shall be allocated and redeemed as whole Shares and/or one hundredths (1/100ths) of a Share or multiples thereof.

(b) Shares may be allocated only to a Public Agency that has become a Participant of the Fund in accordance with Section 1.2 hereof and who is acting with respect to the funds of a Public Agency. Each Participant may divide its Shares administratively among more than one account within the Fund or Series or Class for such Participant's convenience in accordance with such procedures as the Trustees may establish.

(c) The minimum amount of funds which may be placed in the Fund by a Participant at any one time shall be as determined by the Trustees from time to time. Unless otherwise determined by the Trustees pursuant to this paragraph (c) of this Section 6.4, the minimum amount of funds which may be placed in the Fund by a Participant at any one time shall be One Dollar (\$1.00).

Section 6.5. Evidence of Share Allocation. Evidence of Share allocation shall be reflected in the Share Register maintained by or on behalf of the Fund pursuant to Section 7.1 hereof, and the Fund shall not be required to issue certificates as evidence of Share allocation.

Section 6.6. Redemption to Maintain Constant Net Asset Value. If so determined by the Trustees, the Shares of one or more Series of the Fund shall be subject to redemption pursuant to the procedure for reduction of outstanding Shares as permitted by Section 9.1 hereof in order to maintain the constant net asset value per Share.

Section 6.7. Redemptions. Payments by the Fund to Participants, and the reduction of Shares resulting therefrom, are referred to in this Declaration of Trust as "redemptions." Any and all allocated Shares may be redeemed at the option of the Participant whose beneficial interest hereunder is measured by such Shares, upon and subject to the terms and conditions provided in this Declaration of Trust. The Fund shall, upon application of any Participant, promptly redeem from such Participant allocated Shares for an amount per Share equivalent to the proportionate interest measured by each Share in the net assets of the Fund at the time of the redemption. The procedures for effecting redemption shall be as adopted by the Trustees and as set forth in the Information Statement of the Fund, as the same may be amended from time to time; provided, however, that such procedures shall not be structured so as to substantially and materially restrict the ability of the Participants to withdraw funds from the Fund by the redemption of Shares;

provided further however, that the Trustees shall have the power to provide for redemption procedures relating to any particular Series or Class which are consistent with the purpose and intent of this Declaration of Trust and consistent with the Information Statement . Such procedures may, among other things, establish periods during which funds relating to Shares of such Series or Class may either not be withdrawn from the Fund or be withdrawn upon payment of a redemption penalty.

Section 6.8. Suspension of Redemption; Postponement of Payment. Each Participant, by its adoption of this Declaration of Trust, agrees that the Trustees may, without the necessity of a formal meeting of the Trustees, temporarily suspend the right of redemption or postpone the date of payment for redeemed Shares for all Series or Classes or any one or more Series or Classes for the whole or any part of any period (i) during which there shall have occurred any state of war, national emergency, banking moratorium or suspension of payments by banks in the State of Illinois or any general suspension of trading or limitation of prices on the New York or American Stock Exchange (other than customary weekend and holiday closings) or (ii) during which any financial emergency situation exists as a result of which disposal by the Fund of Fund Property is not reasonably practicable because of the substantial losses which might be incurred or it is not reasonably practicable for the Fund fairly to determine the value of its net assets. Such suspension or postponement shall not alter or affect a Participant's beneficial interest hereunder as measured by its Shares or the accrued interest and earnings thereon. Such suspension or payment shall take effect at such time as the Trustees shall specify but not later than the close of business on the business day next following the declaration of suspension, and thereafter there shall be no right of redemption or payment until the Trustees shall declare the suspension or postponement at an end, except that the suspension or postponement shall terminate in any event on the first day on which the period specified in clause (i) or (ii) above shall have expired (as to which, the determination of the Trustees shall be conclusive). In the case of a suspension of the right of redemption or a postponement of payment for redeemed Shares, a Participant may either (i) withdraw its request for redemption or (ii) receive payment based on the net asset value existing after the termination of the suspension.

Section 6.9. Minimum Redemption. There shall be no minimum number of Shares which may be redeemed at any one time at the option of a Participant, unless authorized by a resolution of the Board of Trustees and specified in the Information Statement; provided, however, that no request by a Participant for the redemption of less than one whole Share need be honored.

Section 6.10. Defective Redemption Requests. In the event that a Participant shall submit a request for the redemption of a greater number of Shares than are then allocated to such Participant, such request shall not be honored and each Participant, by its adoption of this Declaration of Trust, agrees that the Trustees shall have full and complete power to redeem an amount of the Shares allocated to such Participant, at a redemption price determined in accordance with Section 6.7 hereof, sufficient to reimburse the Fund for any fees, expenses, costs or penalties actually incurred by the Fund as a result of such defective redemption request.

ARTICLE VII. RECORD OF SHARES

Section 7.1. Share Register. The Share Register shall be kept by or on behalf of the Trustees, under the direction of the Trustees, and shall contain for each series (i) the names and addresses of the Participants, (ii) the number of Shares representing their respective beneficial interests hereunder and (iii) a record of all allocations and redemptions thereof. Such Share Register shall be conclusive as to the identity of the Participants to which the Shares are allocated. Only Participants whose allocation of Shares is recorded on such Share Register shall be entitled to receive distributions with respect to Shares or otherwise to exercise or enjoy the rights and benefits related to the beneficial interest hereunder represented by the Shares. No Participant shall be entitled to receive any distribution, nor to have notices given to it as herein provided, until it has given its appropriate address to such officer or agent of the Fund as shall keep the Share Register for entry thereon.

Section 7.2. Registrar. The Trustees shall have full and complete power to employ a registrar. Unless otherwise determined by the Trustees, the Share Register shall be kept by the Administrator which shall serve as the registrar for the Fund. The registrar shall record the original allocations of Shares in the Share Register. Such registrar shall perform the duties usually performed by registrars of certificates and shares of stock in a corporation, except as such duties may be modified by the Trustees.

Section 7.3. Owner of Record. No Person becoming entitled to any Shares in consequence of the merger, reorganization, consolidation, bankruptcy or insolvency of any Participant or otherwise, by operation of Law, shall be recorded as the Participant to which such Shares are allocated and shall only be entitled to the redemption value of such Shares. Until the Person becoming entitled to such redemption value shall apply for the payment thereof and present any proof of such entitlement as the Trustees may in their sole discretion deem appropriate, the Participant of record to which such Shares are allocated shall be deemed to be the Participant to which such Shares are allocated for all purposes hereof, and neither the Trustees nor the registrar nor any officer or agent of the Fund shall be affected by any notice of such merger, reorganization, consolidation, bankruptcy, insolvency or other event.

Section 7.4. No Transfers of Shares. The beneficial interests measured by the Shares shall not be transferable, in whole or in part, other than to the Fund itself for purposes of redemption.

Section 7.5. Limitation of Fiduciary Responsibility. The Trustees shall not, nor shall the Participants or any officer, registrar or other agent of the Fund, be bound to see to the execution of any trust, express, implied or constructive, or of any charge, pledge or equity to which any of the Shares or any interest therein are subject, or to ascertain or inquire whether any redemption of such Shares by any Participant or its representatives is authorized by such trust, charge, pledge or equity, or to recognize any Person as having any interest therein except the Participant recorded as the Participant to which such Shares are allocated. The receipt of the Participant in whose name any Share is recorded or of the duly authorized agent of such Participant shall be a sufficient discharge for all moneys payable or deliverable in respect of such Shares and from all liability to see to the proper application thereof.

Section 7.6. Notices. Any and all notices to which Participants hereunder may be entitled and any and all communications shall be deemed duly served or given if mailed, postage prepaid, addressed to Participants of records at their last known post office addresses as recorded on the Share Register provided for in Section 7.1 hereof.

ARTICLE VIII. TRUSTEES AND OFFICERS

Section 8.1. Number and Qualification. The governing body of the Fund shall be the Board of Trustees, the membership of which shall be determined as hereinafter provided. The number of Trustees shall be fixed from time to time by resolution of a majority of the voting Trustees then in office; provided, however, that the number of voting Trustees shall in no event be less than two or more than fifteen. Any vacancy created by an increase in the number of Trustees may be filled by the appointment of an individual having the qualifications described in this Section 8.1 made by a resolution of a majority of the Trustees then in office. Any such appointment shall not become effective, however, until the individual named in the resolution of appointment shall have (i) accepted in writing such appointment, (ii) agreed in writing to be bound by the terms of this Declaration of Trust, and (iii) if he is affiliated with a Public Agency, presented evidence in writing of the granting of an authorization by the Public Agency for him to serve as a Trustee. No reduction in the number of Trustees shall have the effect of removing any Trustee from office prior to the expiration of his term. Whenever a vacancy in the number of Trustees shall occur, until such vacancy is filled as provided in Section 8.5 hereof, the Trustees or Trustee continuing in office, regardless of their number, shall have all the power granted to the Trustees and shall discharge all the duties imposed upon the Trustees by this Declaration of Trust. A Trustee shall be an individual who is not under legal disability and who is either (i) a member of the corporate authorities of a Participant, (ii) a Treasurer, or other financial officer of a Participant, or (iii) any other duly authorized individual affiliated with a Participant. There shall be no more than one Trustee affiliated with any one Public Agency; provided, however, that no Trustee shall be disqualified from serving out an unexpired term by reason of such prohibition. The Trustees, in their capacity as Trustees, shall not be required to devote their entire time to the business and affairs of the Fund.

Section 8.2. Organizational Trustees. By the initial execution of this Declaration of Trust, the Initial Participants appointed the following two individuals to serve as Trustees until the first annual meeting or vote of the Participants and until their successors had been elected and qualified.

<u>Name</u>	<u>Address</u>	<u>Affiliation</u>
William R. Farley	130 West Park Avenue Wheaton, IL 60187	Community Unit School District 200
Arnold C. Uhlig	10114 Gladstone Westchester, IL 60154	Proviso Township Schools

Section 8.3. Term and Election. Each Trustee named herein, or elected or appointed as provided in Section 8.1 or 8.3 hereof, shall (except in the event of resignations or removals or vacancies pursuant to Section 8.4 or 8.5 hereof) hold office until his successor has been elected at such meeting or pursuant to such vote and has qualified to serve as Trustee. The Trustees shall be divided into three classes, as equal in number as practicable, so arranged that the term of one class shall expire at the respective annual meetings or votes of Participants held following the conclusion of each fiscal year of the Fund. At all annual meetings or votes a class of Trustees shall be elected to serve for a term of three (3) years and until their successors shall be elected and qualify. Any addition made to the number of Trustees, except at a meeting or pursuant to a vote of the Participants, shall be made only for a term expiring at the next annual meeting or vote of the Participants or until a successor shall be elected and qualify. At the annual meeting or vote of the Participants next following any addition to the number of Trustees, or, in the case of any addition to the number of Trustees made at an annual meeting or pursuant to such vote of the Participants, at such meeting or pursuant to such vote, the terms of the additional Trustees shall be fixed so that, as nearly as shall be practicable, an equal number of terms shall expire at each annual meeting or vote of the Participants. Trustees may succeed themselves in office. Election of Trustees at an annual meeting or in an annual vote shall be by the affirmative vote of at least a majority of the Participants entitled to vote present in person or by proxy at such meeting or voting in such annual vote. The election of any Trustee (other than an individual who was serving as a Trustee immediately prior to such election) pursuant to this Section 9.3 shall not become effective unless and until such person shall have (i) in writing accepted his election, (ii) agreed in writing to be bound by the terms of this Declaration of Trust, and (iii) if he is affiliated with a Public Agency, presented evidence in writing of the granting of an authorization by the Public Agency for him to serve as a Trustee.

Section 8.4. Resignation and Removal. Any Trustee may resign (without need for prior or subsequent accounting) by an instrument in writing signed by him and delivered to the chairperson, the vice chairperson or the secretary and such resignation shall be effective upon such delivery, or at a later date according to the terms of the notice. Any of the Trustees may be removed (provided that the aggregate number of Trustees after such removal shall not be less than the minimum number required by Section 8.1 hereof) with cause, by the action of two-thirds of the remaining Trustees. Upon the resignation or removal of a Trustee, or his otherwise ceasing to be a Trustee, he shall execute and deliver such documents as the remaining Trustees shall require for the purpose of conveying to the Fund or the remaining Trustees shall require for the purpose of conveying to the Fund or the remaining Trustees any Fund Property held in the name of the resigning or removed Trustee. Upon the incapacity or death of any Trustee, his legal representative shall execute and deliver on his behalf such documents as the remaining Trustees shall require as provided in the preceding sentence.

Section 8.5. Vacancies.

(a) The term of office of a Trustee shall terminate and a vacancy shall occur in the event of the death, resignation, bankruptcy, adjudicated incompetence or other incapacity to exercise the duties of the office, or removal of a Trustee. In addition, a Person shall no longer be a Trustee and a vacancy shall be deemed to have occurred if: (i) a Trustee who is affiliated with a Public Agency ceases to be affiliated with the Public Agency, or (ii) the Public Agency with which the Trustee is affiliated ceases to be a Participant. If a Trustee who is affiliated with a

Public Agency shall no longer be affiliated with the Public Agency, or the Public Agency with which the Trustee is affiliated shall no longer be a Participant, such Person shall, upon the expiration of a sixty (60) day period following the occurrence of such event, no longer be a Trustee and a vacancy will be deemed to have occurred, unless such person shall have become affiliated with another Public Agency which is a Participant, within such sixty (60) day period and shall have presented evidence in writing of the granting of an authorization by the Public Agency with which he is then affiliated for him to serve as a Trustee.

(b) No such vacancy shall operate to annul this Declaration of Trust or to revoke any existing agency created pursuant to the terms of this Declaration of Trust, and title to any Fund Property held in the name of such Trustee and the other Trustees, or otherwise, shall, in the event of the death, resignation, removal, bankruptcy, adjudicated incompetence or other incapacity to exercise the duties of the office of such Trustee, vest in the continuing or surviving Trustees without necessity of any further act or conveyance. In the case of an existing vacancy (other than by reason of an increase in the number of Trustees) at least a majority of the Participants entitled to vote, acting at any meeting or vote of the Participants called for the purpose, or a majority of the Trustees continuing in office acting by resolution, may fill such vacancy, and any Trustee so elected by the Trustees shall hold office for the remaining balance of the term for which vacancy said Trustee was elected to fill.

(c) Upon the effectiveness of any such appointment as provided in this Section 8.5, the Fund Property shall vest in such new Trustee jointly with the continuing or surviving Trustees without the necessity of any further act or conveyance; provided, however, that no such election or appointment as provided in this Section 8.5 shall become effective unless or until the new Trustee shall have (i) accepted in writing for his appointment, (ii) agreed to be bound by the terms of this Declaration of Trust, and (iii) if he is affiliated with a Public Agency, presented evidence in writing of the granting of an authorization by the Public Agency for him to serve as a Trustee.

Section 8.6. By-Laws. The Trustees may adopt and, from time to time, amend or repeal By-Laws for the conduct of the business of the Fund, and in such By-Laws, among other things, may define the duties of the respective officers, agents, employees and representatives of the Fund.

ARTICLE IX. DETERMINATION OF NET ASSET VALUE AND NET INCOME DISTRIBUTIONS TO PARTICIPANTS

Section 9.1. By-Laws to Govern Net Asset Value, Net Income and Distribution Procedures. The Trustees, in their absolute discretion, may prescribe and shall set forth in the By-Laws such basis and time for determining the per Share of Beneficial Interest net asset value of the Shares or net income, or the declaration and payment of distributions, as they may deem necessary or desirable. The methods of determining net asset value of Shares of each Series shall also be set forth in the Information Statement. The duty to make the calculations may be delegated by the Trustees to the Adviser, the Administrator, the Custodian or such other Person as the Trustees by resolution may designate. The Trustees may adopt different methods for the determination of the net asset value of different Series of Shares.

ARTICLE X. CUSTODIAN

Section 10.1. Duties. The Trustees shall employ a bank or trust company organized under the Laws of the United States of America or the State of Illinois having an office in the State of Illinois and having a capital and surplus aggregating at least twenty-five million dollars (\$25,000,000) as Custodian with authority as its agent, but subject to such restrictions, limitations and other requirements, if any, as may be contained in the By-Laws of the Fund to perform the duties set forth in the Custodian Agreement to be entered into between the Fund and the Custodian.

Section 10.2. Appointment. The Trustees shall have the power to select and appoint the Custodian for the Fund. The Custodian Agreement shall provide that it may be terminated at any time without cause and without the payment of any penalty by the Fund on no less than ninety (90) days' and no more than one hundred eighty (180) days' written notice to the Custodian.

Section 10.3. Sub-Custodians. The Trustees may also authorize the Custodian to employ one or more Sub-Custodians from time to time to perform such of the acts and services of the Custodian and upon such terms and conditions, as may be agreed upon between the Custodian and such Sub-Custodians and approved by the Trustees; provided, however, that, in every case, such Sub-Custodian shall be a bank or trust company organized under the Laws of the United States of America or one of the States thereof having capital and surplus aggregating at least twenty-five million dollars (\$25,000,000).

Section 10.4. Successors. In the event that, at any time, the Custodian shall resign or shall be terminated pursuant to the provisions of the Custodian Agreement, the Trustees shall appoint a successor thereto.

Section 10.5. Additional Custodians. The Trustees may in their discretion employ one or more Custodians in addition to the Custodian referred to in Section 10.1. Such additional Custodians shall be banks or trust companies organized under the Laws of the United States of America or any state thereof and having capital and surplus aggregating at least twenty-five million dollars (\$25,000,000). Such additional Custodian shall perform such duties (including duties applicable only to designated Series or Classes) as may be set forth in an agreement between the Fund and the additional Custodian.

ARTICLE XI. RECORDING OF DECLARATION OF TRUST

Section 11.1. Recording. This Declaration of Trust and any amendment hereto shall be filed, recorded or lodged as a document of public record in such place or places and with such official or officials as may be required by Law or as the Trustees may deem appropriate. Each amendment so filed, recorded or lodged shall be accompanied by a certificate signed and acknowledged by a Trustee stating that such action was duly taken in the manner provided for herein; and unless such amendment or such certificate sets forth some earlier or later time for the effectiveness of such amendment, such amendment shall be effective upon its filing. An amended Declaration of Trust, containing or restating the original Declaration and all amendments theretofore made, may be executed any time or from time to time by a majority of the Trustees and shall, upon filing, recording or lodging in the manner contemplated hereby, be

conclusive evidence of all amendments contained therein and may thereafter be referred to in lieu of the original Declaration of Trust and the various amendments thereto. Notwithstanding the foregoing provisions of this Section 11.1, no filing or recordation pursuant to the terms of this Section 11.1 shall be a condition precedent to the effectiveness of this Declaration of Trust or any amendment hereto.

ARTICLE XII. AMENDMENT OR TERMINATION OF FUND; DURATION OF FUND

Section 12.1. Amendment or Termination.

(a) The provisions of this Declaration of Trust may be amended or altered (except as to the limitations on personal liability of the Participants and Trustees and the prohibition of assessments upon Participants), or the Fund may be terminated, at any meeting of the Participants or pursuant to any vote of the Participants called for that purpose, by the affirmative vote of a majority of the Participants entitled to vote, or, if permitted by applicable Law, by an instrument or instruments in writing, without a meeting, signed by a majority of the Trustees and a majority of the Participants; provided, however, that the Trustees may, from time to time, by a two-thirds vote of the Trustees, and after fifteen (15) days' prior written notice to the Participants, amend or alter the provisions of this Declaration of Trust, without the vote or assent of the Participants, to the extent deemed by the Trustees in good faith to be necessary to conform this Declaration to the requirements of applicable Laws or regulations or any interpretation thereof by a court or other governmental agency of competent jurisdiction, but the Trustees shall not be liable for failing so to do, and the Trustees may, from time to time and without notice to nor the vote or assent of the Participants, make changes that do not adversely affect the rights of any Participant, to supply any omissions, or to cure, correct or supplement any ambiguous, defective or inconsistent provision hereof. In addition, a Series may be terminated by vote or written consent of not less than a majority of the Participants of that Series. Notwithstanding the foregoing, (i) no amendment may be made pursuant to this Section 12.1 which would change any rights with respect to any allocated Shares of the Fund by reducing the amount payable thereon upon liquidation of the Fund or which would diminish or eliminate any voting rights of the Participants, except with the vote or written consent of two-thirds of the Participants entitled to vote thereon; and (ii) no amendment may be made which would cause any of the investment restrictions contained in Section 4.2 hereof to be less restrictive without the affirmative vote of a majority of the Participants entitled to vote thereon.

(b) Upon the termination of the Fund pursuant to this Section 12.1:

(i) The Fund shall carry on no business except for the purpose of winding up its affairs;

(ii) The Trustees shall proceed to wind up the affairs of the Fund and all of the powers of the Trustees under this Declaration of Trust shall continue until the affairs of the Fund shall have been wound up, including, without limitation, the power to fulfill or discharge the contracts of the Fund, collect its assets, sell, convey, assign, exchange, transfer or otherwise dispose of all or any part of the remaining Fund Property to one or more persons at public or private sale for consideration which may consist in whole or in part of cash, securities or other property of any kind, discharge or pay its liabilities, and

do all other acts appropriate to liquidate its affairs; provided, however, that any sale, conveyance, assignment, exchange, transfer or other disposition of all or substantially all of the Fund Property shall require approval of the principal terms of the transaction and the nature and amount of the consideration by affirmative vote of not less than a majority of the Participants entitled to vote thereon; and

(iii) After paying or adequately providing for the payment of all liabilities, and upon receipt of such releases, indemnities and refunding agreements as they deem necessary for their protection, the Trustees may distribute the remaining Fund Property of any Series, in cash or in kind or partly in each, among the Participants of such Series and each Class of such Series according to their respective proportionate allocation of Shares, taking into account their respective net asset values and the proper allocation of expenses being borne solely by any Series or any Class of Shares of a Series.

(c) Upon termination of the Fund and distribution to the Participants as herein provided, a majority of the Trustees shall execute and lodge among the records of the Fund an instrument in writing setting forth the fact of such termination, and the Trustees shall thereupon be discharged from all further liabilities and duties hereunder, and the right, title and interest of all Participants shall cease and be canceled and discharged.

(d) A certification in recordable form signed by a majority of the Trustees setting forth an amendment and reciting that it was duly adopted by the Participants or by the Trustees as aforesaid or a copy of the Declaration, as amended, in recordable form, and executed by a majority of the Trustees, shall be conclusive evidence of such amendment.

Section 12.2. Power to Effect Reorganization. If permitted by applicable Law, the Trustees, by vote or written approval of a majority of the Trustees, may select, or direct the organization of, a corporation, association, trust or other Person with which the Fund may merge, or which shall take over the Fund Property and carry on the affairs of the Fund, and after receiving an affirmative vote of not less than a majority of the Participants entitled to vote at any meeting of the Participants, the notice for which includes a statement of such proposed action, the Trustees may effect such merger or may sell, convey and transfer the Fund Property to any such corporation, association, trust or other Person in exchange for cash or shares for securities thereof, or beneficial interest therein with the assumption by such transferee of the liabilities of the Fund; and thereupon the Trustees shall terminate the Fund and deliver such cash, shares, securities or beneficial interest ratably among the Participants of this Fund in redemption of their Shares.

Section 12.3. Duration. The Fund shall continue in existence in perpetuity, subject in all respects to the provisions of this Article XII.

ARTICLE XIII. MISCELLANEOUS

Section 13.1. Governing Law. This Declaration of Trust is adopted by the Participants and delivered in the State of Illinois and with reference to the Laws thereof, and the rights of all parties and the validity, construction and effect of every provision hereof shall be subject to and construed according to the Laws of said State of Illinois.

Section 13.2. Counterparts. This Declaration of Trust may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

Section 13.3. Reliance by Third Parties. Any certificate executed by an individual who, according to the records of the Fund or of any official or public body or office in which this Declaration of Trust may be recorded, appears to be a Trustee hereunder or the Secretary or the Treasurer of the Fund, certifying to: (i) the number or identity of Trustees or Participants; (ii) the due authorization of the execution of any instrument or writing; (iii) the form of any vote passed at a meeting of Trustees or Participants; (iv) the fact that the number of Trustees or Participants present at any meeting or executing any written instrument satisfies the requirements of this Declaration of Trust; (v) the form of any By-Law adopted by or the identity of any officers elected by the Trustees; or (vi) the existence of any fact or facts which in any manner relate to the affairs of the Fund, shall be conclusive evidence as to the matters so certified in favor of any Person dealing with the Trustees or any of them or the Fund and the successors of such Person.

Section 13.4. Provisions in Conflict with Law. The provisions of this Declaration of Trust are severable, and if the Trustees shall determine, with the advice of counsel, that any one or more of such provisions (the "Conflicting Provisions") are in conflict with applicable federal or Illinois Laws, the Conflicting Provisions shall be deemed never to have constituted a part of this Declaration of Trust; provided, however, that such determination by the Trustees shall not affect or impair any of the remaining provisions of this Declaration of Trust or render invalid or improper any action taken or omitted (including, but not limited to, the election of Trustees) prior to such determination.

Section 13.5. Gender; Section Headings.

(a) Words of the masculine gender shall mean and include correlative words of the feminine and neuter genders, and words importing the singular number shall mean and include the plural number and vice versa.

(b) Any headings preceding the texts of the several Articles and Sections of this Declaration of Trust, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall neither constitute a part of this Declaration of Trust nor affect its meaning, construction or effect.

Section 13.6. Adoption by Public Agencies Electing to Become Additional Participants; Resignation of Participants.

(a) Subject to Section 13.6(b) any Public Agency meeting the requirements of Section 1.2 hereof, may become an additional Participant of this Fund by (i) taking any appropriate official action to adopt this Declaration of Trust, (ii) furnishing the Trustees with evidence of appropriate official action authorizing its treasurer or other duly authorized official of the Public Agency to act on its behalf with respect to the funds of the Public Agency, (iii) furnishing the Trustees with a certificate of a duly authorized officer of the Public Agency setting forth the names and specimen signatures of the officials of such Public Agency

authorized at the time of delivery of such certificate to act on behalf of such Public Agency in connection with the Public Agency's participation in the Fund, and (iv) furnishing the Trustees with a counterpart signature to this document, which signature shall evidence such additional Participant's entry into this intergovernmental agreement with the other Participants hereto. A copy of this Declaration of Trust may be adopted by executing a written instrument of adoption in such form as may be prescribed by the Trustees. Adoption of a written investment policy that permits investment in the Fund will be deemed by the Trustees to constitute an adoption of this Declaration of Trust. Delivering an acknowledged copy of an instrument adopting the Declaration of Trust or the written investment policy shall constitute satisfactory evidence of the adoption contemplated by this Section 13.6.

(b) A Public Agency's admission as a Participant shall be subject to the approval of the Trustees, or of a duly appointed designee of the Trustees, but such approval shall not be unreasonably withheld.

(c) Any Participant may resign and withdraw from the Fund by sending a written notice to such effect to the Administrator and by requesting the redemption of all Shares then held by it. Such resignation and withdrawal shall become effective upon the receipt thereof by the Administrator. No resignation and withdrawal by a Participant shall operate to annul this Declaration of Trust and terminate the existence of the Fund.

**ILLINOIS INSTITUTIONAL INVESTORS TRUST
INTERGOVERNMENTAL COOPERATION
COUNTERPART SIGNATURE PAGE**

Acting in accordance with Section 13.6(a) of the Declaration, the undersigned delivers this counterpart signature page evidencing the undersigned's entry into an intergovernmental agreement with the other Participants to the Declaration.

Executed this ____ day of _____, 20__.

Signature

Name: _____

Agency Name: _____

Title: _____



Illinois Trust

Annual Report

September 30, 2017

Illinois  Trust

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*This information is for institutional investor use only, not for further distribution to retail investors, and does not represent an offer to sell or a solicitation of an offer to buy or sell any fund or other security. Investors should consider the Trust's investment objectives, risks, charges and expenses before investing in the Trust. This and other information about the Trust is available in the Trust's current Information Statement, which should be read carefully before investing. A copy of the Trust's Information Statement may be obtained by calling 1-800-731-6870 for the IIIT Class and 1-800-731-6830 for the IPDLAF+ Class and is available on the Trust's website at www.iiit.us and www.ipdlaf.org. While both the IIIT and IPDLAF+ Classes of the Illinois Portfolio seek to maintain a stable net asset value of \$1.00 per share and the Illinois TERM series seek to achieve a net asset value of \$1.00 per share at its stated maturity, it is possible to lose money investing in the Trust. An investment in the Trust is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Shares of the Trust are distributed by **PFM Fund Distributors, Inc.**, member Financial Industry Regulatory Authority (FINRA) (www.finra.org) and Securities Investor Protection Corporation (SIPC) (www.sipc.org). PFM Fund Distributors, Inc. is a wholly owned subsidiary of PFM Asset Management LLC.*

Report of Independent Auditors

To the Board of Trustees of the Illinois Trust

We have audited the accompanying financial statements of the Illinois Portfolio, Illinois Term Series SEPT 2019 and Illinois Term Series D of the Illinois Trust, which comprise the statements of net position as of September 30, 2017, and the related statements of changes in net position for the year or period then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in conformity with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free of material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

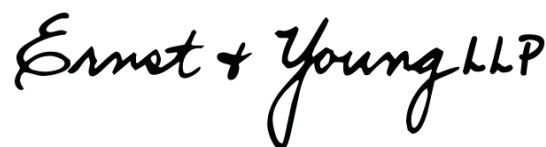
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Illinois Portfolio, Illinois Term Series SEPT 2019 and Illinois Term Series D of the Illinois Trust at September 30, 2017, and the changes in their net position for the year or period then ended, in conformity with U.S. generally accepted accounting principles.

Required Supplementary Information

U.S. generally accepted accounting principles require that the Management's Discussion and Analysis on pages 2 through 5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the basic financial statements as a whole. The accompanying Schedules of Investments of the Illinois Portfolio and Illinois Term Series SEPT 2019 as of September 30, 2017 are presented for purposes of additional analysis and are not required parts of the basic financial statements. Such information is the responsibility of management. The information has not been subjected to the auditing procedures applied in the audits of the basic financial statements and, accordingly, we do not express an opinion on them.



Philadelphia, Pennsylvania
January 24, 2018

Management's Discussion and Analysis

We are pleased to present the Annual Report for the Illinois Trust (the "Trust") for the year ended September 30, 2017. Management's Discussion and Analysis is designed to focus the reader on significant financial items and provide an overview of the Trust's activities for the year ended September 30, 2017. The Trust's financial statements have been prepared in conformity with the reporting framework prescribed by the Governmental Accounting Standards Board ("GASB") for local government investments pools.

Economic Update

The slow, steady expansion of the U.S. economy has continued through the year with September 2017 as the 99th month of continuous expansion since the end of the 2008 financial crisis. This is the third-longest expansion streak in U.S. history, after the tech boom that ended in the early 2000s and the decade of the 1960s. In this recovery, the pace of growth has been modest, ranging around 2%. Consumer spending has been the main driver, accounting for approximately 70% of gross domestic product.

The economy gained unexpected momentum in November 2016 with the U.S. Presidential election results fueling a burst of market optimism. This led to a surprising post-election domestic equity rally and a notable rise in interest rates. As a result, the Federal Reserve (the "Fed") raised the overnight bank rate in December 2016, following an unusually long 12-month period since its first rate hike of this business cycle.

The Fed also laid out a path for additional rate increases in 2017 and by the end of the 3rd quarter, had increased rates twice to breach 1.00% for the first time since 2008. Notably, in mid-September, the Fed announced it would begin to reduce its purchases of open market securities, which have swelled its balance sheet to nearly \$4.5 trillion. Higher overnight rates and a shrinking balance sheet should pressure interest rates higher across the entire yield curve, though for reasons described below, we do not expect the increases to be sudden or sharp.

The Fed has a dual mandate: to promote a healthy labor market and keep core inflation around 2%. With the unemployment rate convincingly below 4.5%, there is strong evidence that the first mandate is being successfully addressed. Price stability, defined by the Fed as core prices rising at a rate of 2% a year, remains elusive. This limits the Fed's efforts to tighten monetary policy. Long-term interest rates are strongly influenced by inflation expectations and modest inflation has dampened the effect of the Fed interest rate increases on longer-maturity bonds.

Very low interest rates in other developed economies are another constraint. Ten-year U.S. Treasury rates have been under 2.40% for much of the year. By contrast, ten-year German government bond rates have been below 0.50% and Japanese rates are barely above zero. These levels effectively create a cap on interest rates in the U.S. since investor capital flows freely among countries. The pace of economic growth in non-U.S. developed nations has lagged behind growth in the U.S. for several years, but the balance seems to have changed in recent months and many economists have raised their forecasts for global growth while moderating their outlooks for the U.S.

Reduced tensions in Europe have been a counter-weight to the rising political uncertainty in the U.S. The election of President Donald Trump in November initially led investors to factor in a strong set of pro-growth government policies, including an infrastructure investment plan, reduction in Federal regulation of the economy and large tax cuts. The "Trump trade" dominating markets from November through the first months of 2017 bid equity prices up sharply and pushed long-term interest rates higher. This momentum petered out in the early months of this year because policy changes have yet to be put in place.

In the coming months, instead of leading the global economy ahead, the U.S. economy, particularly U.S.-based global businesses, is likely to depend more heavily on an improved global economy for momentum.

Portfolio Strategy

PFM's asset management team employed active management of the Illinois Trust (the "Trust") portfolios throughout the 12-month period to take advantage of opportunities present in the market. In the Illinois Portfolio, we maintained the weighted average maturity toward the maximum permitted by the Trust's investment policy for most of the period in order to take advantage of higher yields offered by securities with somewhat longer maturities, especially those offered by high quality money market instruments. However, in the weeks leading up to the Fed rate hikes, we shortened maturities to position the portfolio for higher rates and seek protection from market value erosion. This resulted in the Illinois Portfolio yield rising significantly over the period, in tandem with overall rises in short-term rates. We expect to maintain this strategy in coming months, balancing the opportunity for higher yields in longer-maturing investments with the goal of protecting the portfolio's net asset value when rates rise.

In Illinois Term, we sought opportunities to invest funds in commercial paper with maturities of up to one year to benefit from higher interest rates available in money market securities that mature in two to twelve months. Thus, investors in Illinois Term benefitted from higher rates as well. We believe the combination of investment options available through the Illinois Portfolio and Illinois Term represent attractive alternatives to prime money market funds and lower-yielding government money market funds.

As we observed in 2016, outlooks and markets change and we are on alert for indicators showing the pace of rate hikes accelerating due to quickening economic activity or rising inflation — or diminishing due to rising risk. We are ready to adjust our portfolio strategy in either case. As always, our primary objectives are to protect the value of each portfolio's shares and to provide liquidity for investors. We will continue to work hard to achieve these goals and focus on increasing investment yield after more than eight years of near-zero interest rates.

Financial Statement Overview

Management's Discussion and Analysis provides an overview of the financial statements of the Trust's Illinois Portfolio, Illinois Term Series D and Illinois Term Series SEPT 2019 (each a "Portfolio" and, collectively, the "Portfolios"). The financial statements for each Portfolio include a Statement of Net Position and Statement of Changes in Net Position. These financial statements are supported by the Notes to Financial Statements. In addition, Schedules of Investments for the Illinois Portfolio and Illinois Term Series SEPT 2019 are included as Supplementary Information following the Notes to Financial Statements. Illinois Term Series D ceased to operate effective September 30, 2017 and has no investments outstanding as of that date. Therefore, no Schedule of Investments is shown for that Portfolio.

Condensed Financial Information and Analysis

The Statements of Net Position present the financial position of each Portfolio at September 30, 2017 and include all assets and liabilities of each Portfolio. The difference between total assets and total liabilities, which is equal to the investors' interest in the Portfolio's net position, is shown below for the current and prior fiscal year-end dates, as applicable:

	Illinois Portfolio		Illinois Term Series SEPT 2019	Illinois Term Series D	
	September 30, 2017	September 30, 2016	September 30, 2017	September 30, 2017	September 30, 2016
Total Assets	\$ 517,469,982	\$ 369,516,594	\$ 74,668,208	\$ 31,100	\$ 179,249,601
Total Liabilities	(924,713)	(517,159)	(63,551)	(31,100)	(129,748)
Net Position	\$ 516,545,269	\$ 368,999,435	\$ 74,604,657	\$ -	\$ 179,119,853

Total assets of the Portfolios fluctuate as investable assets rise and fall when capital shares are issued and redeemed. The increase in total assets of the Illinois Portfolio is primarily comprised of a \$5,767,743 increase in cash and cash equivalents and a \$141,837,779 increase in investments. The increase in total liabilities of the Illinois Portfolio is mainly due to a \$305,111 increase in subscriptions received in advance which are funds received at the custodian bank prior to the proper notice required to invest them and issue shares. The amount of subscriptions received in advance will vary depending upon transactions occurring on a given day.

Illinois Term Series SEPT 2019 commenced operations May 26, 2017. Therefore, it had no assets at the prior fiscal year-end; its total assets at the current year-end are primarily comprised of \$74,307,780 of investments. Illinois Term Series SEPT 2019's liabilities include accrued fees payable to its service providers but exclude any investment advisory or other waivers. Any such waivers will be determined upon its scheduled termination date on September 30, 2019.

Illinois Term Series D ceased to operate as of September 30, 2017, its scheduled termination date. At this date, as is typical of Term series upon their termination, its assets were comprised solely of \$31,100 of cash since the \$129,984,556 of investments it held at the prior fiscal year-end had matured or been sold to meet scheduled investor redemptions. The total liabilities for Illinois Term Series D are comprised of accrued fees payable to its service providers and the \$14,338 investment advisory fees payable is net of \$116,814 of investment advisory fees which were waived during the life of the series.

The Statement of Changes in Net Position presents the Trust's activity during each reporting period. Yearly variances in the gross income generated by the Portfolios are impacted by the overall rate environment described in the preceding paragraphs. Average net assets also impact the net investment income, as well as certain of the expense line items that are based on a percent of portfolio net assets and other fixed costs that are spread over the average net assets. Activity within the Portfolios consists of net investment income, net realized gains on sale of investments and net shares issued and redeemed by investors, as outlined below for the current and prior fiscal periods, as applicable:

	Illinois Portfolio		Illinois Term Series SEPT 2019 May 26, 2017 ⁽¹⁾		Illinois Term Series D March 7, 2016 ⁽¹⁾	
	Year Ended September 30, 2017	Year Ended September 30, 2016	through September 30, 2017	Year Ended September 30, 2017 ⁽²⁾	through September 30, 2016	
Investment Income	\$ 3,510,564	\$ 1,307,570	\$ 186,338	\$ 729,871	\$ 346,547	
Net Expenses	(881,969)	(752,138)	(64,066)	(123,451)	(142,226)	
Net Investment Income	2,628,595	555,432	122,272	606,420	204,321	
Net Realized Gain/(Loss) on Sale of Investments	23,152	21,754	1,744	3,218	(253)	
Net Capital Shares Issued/ (Redeemed)	144,894,087	94,762,213	74,480,641	(179,729,491)	178,915,785	
Change in Net Position	\$147,545,834	\$ 95,339,399	\$ 74,604,657	\$ (179,119,853)	\$ 179,119,853	

(1) Commencement of operations for each respective Term Series.

(2) Scheduled termination date for Illinois Term Series D.

The investment income of the Portfolios is driven by a combination of the amount of investable assets and the general short-term interest rate environment that impacts the yields on investments the Portfolios can purchase. Realized gains or losses on sale of investments occur whenever investments are sold for more or less than their carrying value. The increase in investment income is primarily due to the cumulative 75 basis point increase in the federal funds target rate during the fiscal year ended September 30, 2017, causing yields on the investments the Portfolios purchased to be higher year-over-year. The Illinois Portfolio's average net assets increased over 43% year-over-year, which is reflected in the increase in the net capital shares issued/(redeemed) above. This also resulted in higher investable assets, as well as an increase in the net expenses since a significant portion of the Portfolio's expenses are calculated as a percentage of average net assets. The increase in net expenses was offset by an increase of \$166,403 in waivers, specifically the distribution fees relating to the IIIT Class which totaled \$197,120 for the current year. As short-term interest rates rose during the fiscal year, some of the cash which was previously left on deposit at the Custodian to generate bank earnings credits was instead invested in higher yielding investments which caused a \$71,074 reduction in bank earnings credits in the current year as compared to the prior year which contributed to an overall increase in net expenses.

Since Illinois Term Series SEPT 2019 commenced operations during the current fiscal year, it had no changes in net position from the prior year. Illinois Term Series SEPT 2019 issued \$83,125,000 of shares in the portfolio in the current fiscal year and earned \$186,338 of investment income as those assets were invested. The net expenses of Illinois Term Series SEPT 2019 include an investment advisory fee of 0.25% of its average daily net assets, so as assets grow this amount also grows. However, this amount may be reduced in the future by any investment advisory or other waivers which will be determined upon Illinois Term Series SEPT 2019's scheduled termination date.

Illinois Term Series D commenced operations during the prior fiscal year and terminated operations as scheduled on the current fiscal year-end date of September 30, 2017. Thus, the increase in net position from the prior fiscal period was totally offset by a decrease in net position in the current fiscal period as all shares were redeemed by the termination date. The investment income increased from the prior to the current fiscal period as a result of the increase in short-term interest rates coupled with the current period being a full year versus the prior period being less than a full year based on its March 7, 2016 commencement of operations. The net expenses of Illinois Term Series D are net of \$116,814 of investment advisory fees which were waived during the current reporting period.

The total returns of the Illinois Portfolio's IIIT and IPDLAF+ Classes for the year ended September 30, 2017 were 0.85% and 0.65%, up from 0.28% and 0.20%, respectively, for the year ended September 30, 2016. The return of each investor's investment in Illinois Term varies based on the timing and rate at which they invest. Select financial highlights for each of the Portfolios for the current fiscal period, as compared to the prior fiscal period, as applicable, are as follows:

	Illinois Portfolio		Illinois Term Series SEPT 2019	Illinois Term Series D	
	Year Ended September 30, 2017	Year Ended September 30, 2016	May 26, 2017 ⁽¹⁾ through September 30, 2017	Year Ended September 30, 2017 ⁽²⁾	March 7, 2016 ⁽¹⁾ through September 30, 2016
Ratio of Net Investment Income to Average Net Assets					
IIIT Class	0.87%	0.30%	0.85%	0.74%	0.39%
IPDLAF+ Class	0.64%	0.18%			
Ratio of Net Investment Income to Average Net Assets, Before Fee Waivers and Expenses Paid Indirectly					
IIIT Class	0.77%	0.24%	0.85%	0.60%	0.39%
IPDLAF+ Class	0.64%	0.14%			
Ratio of Expenses to Average Net Assets					
IIIT Class	0.18%	0.27%	0.44%	0.15%	0.31%
IPDLAF+ Class	0.39%	0.36%			
Ratio of Expenses to Average Net Assets, Before Fee Waivers and Expenses Paid Indirectly					
IIIT Class	0.28%	0.33%	0.44%	0.29%	0.31%
IPDLAF+ Class	0.39%	0.40%			

(1) Commencement of operations for each respective Term Series.

(2) Scheduled termination date for Illinois Term Series D.

The ratios above are computed for each Portfolio taken as a whole. For each Illinois Term series, these ratios are calculated on an annualized basis using the period during which shares of each Portfolio were outstanding as noted above. The computation of such ratios for an individual investor in a Illinois Term series and net asset value of each investor's investment in a Illinois Term series may vary based on the timing of capital transactions and rate upon which they invest.

The ratio of net investment income to average net assets rose 0.57% for IIIT Class and 0.46% for the IPDLAF+ Class compared to last year due to the increase in investment income driven by increased interest rates noted above. The increase in fee waivers year-over-year had a 0.10% impact on the net investment income ratio for the IIIT Class, while there was no such waivers in the IPDLAF+ Class. The ratio of expenses to average net assets on a pre-waiver basis decreased 0.05% for the IIIT Class, largely due to that class's average net assets increasing 92% year-over-year, thus allowing certain non-asset based costs to be allocated over a higher asset base. The ratio of expenses to average net assets on a pre-waiver basis did not change significantly year-over-year for the IPDLAF+ Class, which saw average net assets increase only 3% year-over-year by comparison. After factoring in the increase in distribution waivers in IIIT Class noted above, the ratio of expenses to average net assets decreased by 0.09% for the IIIT Class and rose by 0.03% for the IPDLAF+ Class.

Since Illinois Term Series SEPT 2019 commenced operations during the current fiscal year it had no ratios for the prior year. Illinois Term Series SEPT 2019's net investment income ratio of 0.85% reflects the general interest rate environment as those assets were invested. The expense ratios of Illinois Term Series SEPT 2019 include an investment advisory fee of 0.25% of its average daily net assets, as well as other operating expenses. However, this ratio may be reduced in the future for any investment advisory or other waivers which will be determined upon Illinois Term Series SEPT 2019's termination date.

Illinois Term Series D commenced operations during the prior fiscal year and terminated operations as scheduled on the current fiscal year-end date of September 30, 2017. The ratio of net investment income to average net assets increased from the prior to the current fiscal period as a result of the increase in short-term interest rates, as well as the decrease in the ratio of expenses resulting from the investment advisory fee waiver noted above which was recorded in the current fiscal period. The ratio of expenses to average net assets on a pre-waiver basis did not change significantly from the prior fiscal period to the current fiscal period since the bulk of these expenses are calculated as a percentage of average net assets. The ratios of Illinois Term Series D are net of investment advisory fee waivers of 0.14% during the current reporting period.

Statements of Net Position

September 30, 2017

	Illinois Portfolio	Illinois Term Series SEPT 2019	Illinois Term Series D
Assets			
Investments	\$ 435,663,534	\$ 74,307,780	\$ -
Cash and Cash Equivalents	81,173,592	206,188	31,100
Interest Receivable	374,118	154,240	-
Subscriptions Receivable	256,923	-	-
Other Assets	1,815	-	-
Total Assets	517,469,982	74,668,208	31,100
Liabilities			
Subscriptions Received in Advance	334,468	-	-
Redemptions Payable	418,516	-	-
Investment Advisory Fees Payable	22,864	34,851	14,338
Administration Fees Payable	34,287	-	-
Distribution Fees Payable:		-	-
IPDLAF+ Class	12,951		
Sponsorship Fee Payable:		-	-
IPDLAF+ Class	12,951		
Audit Fees Payable	28,000	23,500	16,000
Banking Fees Payable	18,570	631	262
Legal Fees Payable	2,200	-	500
Other Accrued Expenses	39,906	4,569	-
Total Liabilities	924,713	63,551	31,100
Net Position	\$ 516,545,269	\$ 74,604,657	\$ -
Net Position Consists of:			
IIIT Class	\$ 349,626,872		
(applicable to 349,626,872 outstanding shares of beneficial interest; unlimited authorization; no par value; equivalent to \$1.00 per share)			
IPDLAF+ Class	\$ 166,918,397		
(applicable to 166,918,397 outstanding shares of beneficial interest; unlimited authorization; no par value; equivalent to \$1.00 per share)			
Illinois Term Series SEPT 2019		\$ 74,604,657	
(applicable to 75,001,982 outstanding shares of beneficial interest; unlimited authorization; no par value)			

The accompanying notes are an integral part of these financial statements.

Statements of Changes in Net Position

	Illinois Portfolio Year Ended September 30, 2017	Illinois Term Series SEPT 2019 May 26, 2017 ⁽¹⁾ through September 30, 2017	Illinois Term Series D Year Ended September 30, 2017 ⁽²⁾
Income			
Investment Income	\$ 3,510,564	\$ 186,338	\$ 729,871
Expenses			
Investment Advisory Fees	202,974	34,851	206,148
Administration Fees	304,451	-	-
Distribution Fees:		-	-
IIIT Class	205,598		
IPDLAF+ Class	132,692		
Sponsorship Fees:		-	-
IPDLAF+ Class	132,692		
Cash Management Fees:		-	-
IIIT Class	29,192		
IPDLAF+ Class	29,477		
Custodian Fees	21,140	1,018	3,649
Audit Fees	28,000	23,500	16,049
Other Expenses	3,342	4,697	14,419
Total Expenses	1,089,558	64,066	240,265
Less: Investment Advisory Fee Waivers	-	-	(116,814)
Distribution Fee Waivers	(197,120)	-	-
Expenses Paid Indirectly	(10,469)	-	-
Net Expenses	881,969	64,066	123,451
Net Investment Income	2,628,595	122,272	606,420
Other Income			
Net Realized Gain/(Loss) on Sale of Investments	23,152	1,744	3,218
Net Increase from Investment Operations			
Before Capital Transactions	2,651,747	124,016	609,638
Capital Shares Issued		83,125,000	45,093,000
IIIT Class	1,386,399,670		
IPDLAF+ Class	333,916,428		
Capital Shares Redeemed		(8,644,359)	(224,822,491)
IIIT Class	(1,251,486,826)		
IPDLAF+ Class	(323,935,185)		
Net Increase (Decrease) in Net Position	147,545,834	74,604,657	(179,119,853)
Net Position – Beginning of Period	368,999,435	-	179,119,853
Net Position – End of Period	\$ 516,545,269	\$ 74,604,657	\$ -

(1) Commencement of operations for Illinois Term Series SEPT 2019.

(2) Scheduled termination date for Illinois Term Series D.

The accompanying notes are an integral part of these financial statements.

Notes to Financial Statements

A. Organization and Reporting Entity

The Illinois Trust (“the Trust”, formerly known as Illinois Institutional Investors Trust) was established on October 18, 2002, as a trust organized under the laws of the State of Illinois, including the 1970 Constitution of the State of Illinois, the Intergovernmental Cooperation Act and the Public Funds Investment Act. The Trust was established for the purpose of allowing various public agencies including, but not limited to, counties, townships, cities, towns, villages, school districts, housing authorities and public water supply districts, to jointly invest funds in accordance with the Laws of the State of Illinois. The Trust has not provided or obtained any legally binding guarantees to support the value of shares. All participation in the Trust is voluntary. The Trust is not required to register with the Securities and Exchange Commission (“SEC”) as an investment company.

The Trust currently consists of the Illinois Portfolio and the Illinois Term Series. The Illinois Portfolio has an IIIT Class of shares and an IPDLAF+ Class of shares. The financial statements of each Illinois Term Series are prepared on an interim date if the series will be opened for greater than 12 months and following the termination date of each individual Illinois Term Series. These financial statements and related notes encompass the Illinois Portfolio, Illinois Term Series SEPT 2019 and Illinois Term Series D (each a “Portfolio”, and collectively the “Portfolios”). Illinois Term Series D commenced operations on March 7, 2016 and terminated its operations on September 30, 2017. Illinois Term Series SEPT 2019 commenced operations on May 26, 2017 and is scheduled to terminate its operations on September 30, 2019.

Illinois Term Series’ shares have planned redemption dates of up to one year. Each Illinois Term Series is a portfolio of Permitted Investments and will have a Series-specific termination date. Multiple Illinois Term Series are created with staggered termination dates. Illinois Term Series offer investors an estimated yield on their investments when the shares are purchased. The investment strategy of Illinois Term Series is to match, as closely as possible, the cash flows required to meet investors’ planned redemptions, including the projected dividend, with the cash flows from the portfolio. Consistent with this strategy, active trading of securities held by the portfolio will be practiced with the objective of enhancing the overall yield of the portfolio. An investor only receives dividends from the investment of the Illinois Term Series in which it is invested. At the termination date of any Illinois Term Series, any excess net income of the Series may be distributed in the form of a supplemental dividend only to investors of the Series that are outstanding on the termination date of the Series, and the excess net income will be allocated on a pro rata basis to all investors then outstanding. The investment portfolio of each Illinois Term Series is accounted for independent of the investment portfolio of any other Series or portfolio of the Trust. In the event an Illinois Term Series portfolio was to realize a loss (whether of principal or interest), no contribution would be made to such Illinois Term Series from any other Series or portfolio of the Trust to offset such loss. No Series would constitute security or collateral for any other Series or portfolio.

The Trust’s financial statements presented herein have been prepared in conformity with the reporting framework prescribed by the Governmental Accounting Standards Board (“GASB”) for local government investment pools.

B. Summary of Significant Accounting Policies

The following is a summary of significant accounting policies followed by the Trust in the preparation of its financial statements.

Measurement Focus and Basis of Accounting

The Trust reports transactions and balances using the economic resources management focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Cash and Cash Equivalents

The Trust reflects cash on deposit in bank accounts which is available within one business day as cash and cash equivalents. Certificates of deposit are disclosed separately as investments in the financial statements.

Valuation of Investments

In accordance with the authoritative guidance on fair value measurements and disclosures under GASB Statement No. 72, the Trust discloses the fair value of its investments in a hierarchy that prioritizes the inputs to valuation techniques used to measure the fair value. The hierarchy gives the highest priority to valuations based upon unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to valuations based upon unobservable inputs that are significant to the valuation (level 3 measurements). The guidance establishes three levels of the fair value hierarchy as follows:

Level 1 – Quoted prices in active markets for identical assets.

Level 2 – Inputs other than quoted prices that are observable for the asset, including quoted prices for similar investments based on interest rates, credit risk and like factors.

Level 3 – Unobservable inputs for the assets, including the Portfolios’ own assumption for determining fair value.

The Trust's investments are assigned a level based upon the observability of the inputs which are significant to the overall valuation. In accordance with GASB Statement No. 79, Illinois Portfolio securities are valued at amortized cost, which approximates fair value. GASB Statement No. 79 requires a comparison of the Illinois Portfolio's investments on an amortized cost basis to fair values determined on a market value basis at least monthly. The market prices used to determine fair values in this comparison, as well as the fair values for investments held by Illinois Term Series, are derived from closing bid prices as of the last business day of the month as supplied by third-party pricing services. Where prices are not available from these generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. The inputs or methodology used for valuing securities are not necessarily an indication of the risk associated with investing in those securities. Since the value is not obtained from a quoted price in an active market, all securities held by the Trust's portfolios at September 30, 2017 are categorized as Level 2.

Investment Transactions

Security transactions are accounted for on the trade date (date the order to buy or sell is executed). Costs used in determining realized gains and losses on the sale of investment securities are those of specific securities sold. Interest income is recorded using the accrual method. Discounts and premiums are accreted and amortized, respectively, to interest income over the lives of the respective securities. Investment income on the Statements of Changes in Net Position includes a change in unrealized losses of (\$5,742) for Illinois Term Series SEPT 2019 and (\$28,049) for Illinois Term Series D. These amounts represent the respective increase (decrease) in the unrealized gain or loss on investments held during the reporting period.

Repurchase Agreements

Repurchase agreements entered into with broker-dealers are secured by U.S. government or agency obligations. The Trust's custodian takes possession of the collateral pledged for investments in repurchase agreements. The Trust also enters into tri-party repurchase agreements. Collateral pledged for tri-party repurchase agreements is held for the Trust by an independent third-party custodian bank until the maturity of the repurchase agreement. Repurchase agreements are collateralized at 102% of the obligation's principal and interest value. In the event of default on the obligation to repurchase, the Trust has the right to liquidate the collateral and apply the proceeds in satisfaction of the obligation. If the seller defaults and the value of the collateral declines realization of the value of the obligation by the Trust may be delayed. In the event of default or bankruptcy by the other party to the agreement, realization and/or retention of the collateral may be subject to delays from legal proceedings.

Share Valuation and Participant Transactions

The net asset value ("NAV") per share of the Illinois Portfolio is calculated as of the close of business each business day by dividing the net position of that Portfolio by the number of its outstanding shares. It is the Illinois Portfolio's objective to maintain a NAV of \$1.00 per share, however there is no assurance that this objective will be achieved. The exact price for share transactions will be determined based on the NAV next calculated after receipt of a properly executed order. The number of shares purchased or redeemed will be determined by the NAV.

The NAV per share for each series of Illinois Term is calculated as of the close of business each business day, for purpose of computing fees, by dividing the total value of investments and other assets less any liabilities by the total outstanding shares. The value of an investor's share redemption in Illinois Term will be determined as of the close of business on any day when a share redemption occurs and is equal to the original purchase price for such share, plus dividends thereon at the projected yield, less losses incurred by the series allocable to such share, if any. It is the Trust's intent to manage each series of Illinois Term in a manner that produces a NAV of \$1.00 per share on each planned redemption date, however there is no assurance that this objective will be achieved and shares redeemed prior to their original maturity date may be subject to an early redemption penalty.

Dividends and Distributions

On a daily basis, the Illinois Portfolio declares dividends and distributions for its IIIT and IPDLAF+ Classes from its net investment income, and net realized gains or losses from securities transactions, if any. Such dividends and distributions are payable to investors of record at the time of the previous computation of the Portfolio's net asset value and are distributed to each investor's account by purchase of additional shares of the Portfolio on the last day of each month. For the year ended September 30, 2017, dividends totaling \$1,791,243 and \$860,504 were distributed for the IIIT and IPDLAF+ Classes, respectively.

Dividends to investors in Illinois Term are declared and paid on the termination date of each Illinois Term series, except for dividends on shares redeemed pursuant to a planned early redemption or a premature redemption before the termination date of such series, which will be declared and paid when such shares are redeemed. For the year ended September 30, 2017, dividends totaling \$19,359 and \$773,491 were distributed for Illinois Term Series SEPT 2019 and Illinois Term Series D, respectively, and are included in the capital shares redeemed on the Statements of Changes in Net Position.

Redemption Restrictions

Shares of the Illinois Portfolio are available to be redeemed upon proper notice without restrictions under normal operating conditions. There are no limits to the number of redemptions that can be made as long as an investor has a sufficient number of shares to meet their redemption request. The Trust's Board of Trustees can suspend the right of withdrawal or postpone the date of payment if the Trustees determine that there is an emergency that makes the sale of the Portfolio's securities or determination of its net asset value not reasonably practical.

Shares of Illinois Term Series are redeemed on planned redemption dates selected by the investor at the time of purchase. Should an investor need to redeem shares in an Illinois Term Series prematurely, they must provide notice at least 7 days prior to premature redemption date. The value of a premature redemption is equal to the original price for such share, plus dividends thereon, at the projected yield less such share's allocation of any losses incurred by the series, less a premature redemption penalty, if any. Refer to the Trust's Information Statement for additional information.

Income and Expense Allocations

Income, common expenses and realized gains and losses are allocated to the classes of the Illinois Portfolio based on the relative net assets of each class when earned or incurred. Expenses specific to a class of shares of the Illinois Portfolio, such as distribution and sponsorship fees, are allocated to the class of shares to which they relate.

Income, realized gains and losses and expenses specific to each Illinois Term Series, such as investment advisory, administration, audit, custodian and rating fees, are allocated to the Illinois Term Series to which they relate.

Certain expenses of the Trust, such as legal, trustee and insurance fees, are allocated between the Illinois Portfolio and each Illinois Term Series based on the relative net assets of each when such expenses are incurred.

Use of Estimates

The preparation of financial statements in accordance with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements and the reported amounts of revenues and expenses during the period. Actual results could differ from those estimates.

Income Tax Status

The Trust is not subject to Federal or Illinois income tax upon the income realized by it. Accordingly, no provision for income taxes is required in the financial statements.

Representations and Indemnifications

In the normal course of business, the Trust enters into contracts that contain a variety of representations which provide general indemnifications. The Trust's maximum exposure under these arrangements is unknown as this would involve future claims that may be made against the Trust that have not yet occurred. However, based on experience, the Trust expects the risk of loss to be remote.

Subsequent Events Evaluation

The Trust has evaluated subsequent events through January 24, 2018, the date through which procedures were performed to prepare the financial statements for issuance. No events have taken place that meet the definition of a subsequent event requiring adjustment or disclosure in these financial statements.

C. Investment Risks

Under GASB Statement No. 40, state and local governments and other municipal entities are required to disclose credit risk, concentration of credit risk, and interest rate risk for investment portfolios. The following risk disclosures of the Illinois Portfolio and Illinois Term Series SEPT 2019 portfolios as of September 30, 2017 have been provided for the information of the Portfolios' investors.

Credit Risk

The Portfolios' investment policies, as outlined in the Trust's Information Statement, limit the Portfolios' investments to those which are authorized investments as permitted under Illinois law. As of September 30, 2017, the Illinois Portfolio and Illinois Term Series SEPT 2019 were comprised of investments which were, in aggregate, rated by Standard and Poor's ("S&P") as follows:

S&P Rating	Illinois Portfolio	Illinois Term Series SEPT 2019
AA+ ⁽¹⁾	5.22%	5.38%
A-1+	37.68%	20.20%
A-1	50.22%	59.01%
Exempt ⁽²⁾	5.73%	15.41%
Not Rated ⁽³⁾	1.15%	-

(1) Represents investments in obligations of the U.S. government or its agencies or instrumentalities, which are rated Aaa and AAA by Moody's Investor Service and Fitch Ratings, Inc., respectively, which are the highest category of credit ratings by each of those statistical rating organizations.

(2) Represents investments in U.S. Treasury securities, which are not considered to be subject to overall credit risk per GASB.

(3) Represents investments in certificates of deposit insured by the FDIC.

The above ratings of the Illinois Portfolio include the ratings of collateral underlying repurchase agreements in effect at September 30, 2017.

Concentration of Credit Risk

As outlined in the Trust's Information Statement, each Portfolio's investment policy establishes certain restrictions on investments and limitations on portfolio composition. The Illinois Portfolio and Illinois Term Series SEPT 2019 investment portfolios at September 30, 2017 included the following issuers, aggregated by affiliated issuers where applicable, which individually represented greater than 5% of each Portfolio's total investment portfolio:

Issuer	Illinois Portfolio	Illinois Term Series SEPT 2019
Bank of America	<5%	11.71%
Bank of Tokyo Mitsubishi UFJ LTD	<5%	12.38%
BOFI Federal Bank ⁽²⁾	8.03%	-
Citibank	<5%	13.46%
Credit Agricole Corporate and Investment Bank (NY) ⁽¹⁾	11.23%	-
Credit Suisse (NY)	<5%	8.68%
Federal Home Loan Banks	11.36%	9.10%
Goldman Sachs & Co. ⁽¹⁾	5.74%	-
JP Morgan Securities LLC	<5%	9.42%
U.S. Treasury	5.73%	15.41%
Wells Fargo Bank	<5%	5.39%

(1) This issuer is also counterparty to a repurchase agreement entered into by the Illinois Portfolio. This repurchase agreement is collateralized by the U.S. Treasury obligations and by the U.S. government agency obligations.

(2) Guaranteed by Federal Home Loan Bank letters of credit.

Interest Rate Risk

The Portfolios' investment policies limit their exposure to market value fluctuations due to changes in interest rates by requiring that (1) the Illinois Portfolio maintain a dollar-weighted average maturity of not greater than sixty days and (2) the Illinois Term Series maintain a weighted average maturity of not greater than 1 year. At September 30, 2017, the weighted average maturity of the Illinois Portfolio and the Illinois Term Series SEPT 2019, including cash and cash equivalents and non-negotiable certificates of deposit, were 54 days and 145 days, respectively.

The range of yields to maturity, actual maturity dates, principal values, fair values and weighted average maturities of the types of investments the Illinois Portfolio and Illinois Term Series SEPT 2019 held at September 30, 2017 are as follows:

Illinois Portfolio

Type of Deposits and Investments	Yield-to Maturity Range	Maturity Range	Principal	Fair Value	Weighted Average Maturity
Asset-Backed Commercial Paper	1.30%-1.43%	11/9/17-6/15/18	\$ 30,000,000	\$ 29,975,842	46 Days
Cash and Cash Equivalents	n/a	n/a	81,173,592	81,173,592	1 Day
Certificates of Deposit – Negotiable	1.27%-1.59%	10/17/17-7/11/18	69,750,000	69,750,192	70 Days
Certificates of Deposit – Non-negotiable	1.20%-1.40%	10/6/17-3/29/18	40,000,000	40,000,000	24 Days
Commercial Paper	1.35%-1.66%	11/6/17-6/22/18	135,500,000	134,893,545	117 Days
Repurchase Agreements	1.05%	10/2/17	62,000,000	62,000,000	2 Days
U.S. Government Agency Bonds	1.08%-1.30%	11/15/17-8/8/19	22,750,000	22,747,030	18 Days
U.S. Government Agency Discount Notes	1.01%-1.08%	10/6/17-12/12/17	51,400,000	51,342,939	39 Days
U.S. Treasury Bill	1.05%-1.06%	12/28/17-1/2/18	15,000,000	14,960,738	91 Days
U.S. Treasury Notes	1.14%-1.15%	1/1/18	10,000,000	9,993,248	93 Days
			\$ 517,573,592	\$ 516,837,126	

Illinois Term Series SEPT 2019

Type of Deposits and Investments	Yield-to Maturity Range	Maturity Range	Principal	Fair Value	Weighted Average Maturity
Cash and Cash Equivalents	n/a	n/a	\$ 206,188	\$ 206,188	1 Day
Certificates of Deposit – Negotiable	1.25%-1.49%	10/10/17-5/16/18	27,205,000	27,203,512	129 Days
Commercial Paper	1.28%-1.60%	10/10/17-6/8/18	24,295,000	24,143,664	153 Days
U.S. Government Agency Bonds	1.16%-1.22%	2/8/18-3/7/18	4,000,000	3,994,504	145 Days
U.S. Government Agency Discount Notes	1.08%-1.23%	12/6/17-6/5/18	7,545,000	7,512,403	136 Days
U.S. Treasury Notes	1.13%-1.22%	1/1/18-4/30/18	11,455,000	11,453,697	173 Days
			\$ 74,706,188	\$ 74,513,968	

The yields shown in the preceding table represent the yield-to-maturity at original cost except for adjustable rate instruments, for which the rate shown is the coupon rate in effect at September 30, 2017. The weighted average maturities shown in the preceding tables are calculated based on the stated maturity dates with the following exceptions: (1) floating or variable rate securities are assumed to have an effective maturity of the date upon which the securities interest rate next resets; (2) the effective maturity of callable securities is assumed to be its stated maturity unless the security had been called as of the reporting date, in which case the effective maturity would be assumed to be its called date; and (3) the effective maturity of cash and cash equivalents are assumed to be one day. Refer to the Schedules of Investments included in the Supplementary Information that follows for further information.

D. Fees and Charges

Investment Advisory Fees

Under its Investment Advisory Agreement with the Trust, PFM Asset Management LLC (“PFM”) supervises the investment program of the Trust with respect to the investment of the assets of the Trust. This includes determining what investments will be purchased and sold by the Trust for its Portfolios, as well as arranging for the purchase and sale of these investments. For its advisory services provided to the Illinois Portfolio, PFM is entitled to a fee computed at an annual rate equal to 0.06% of the Illinois Portfolio’s average daily net assets. This fee is computed daily and payable monthly.

For its advisory services provided to each Illinois Term series, PFM is entitled to a fee computed at an annual rate equal to 0.25% of each series average daily net assets. This fee is computed daily and payable monthly. At its discretion, PFM may waive some or all of its fees for each Illinois Term Series, and such waiver may be discontinued at any time. PFM voluntarily waived \$116,814 of the fees payable by Illinois Term Series D during the year ended September 30, 2017. In its discretion, PFM may waive fees payable to it by Illinois Term Series SEPT 2019 upon the termination of its operations.

Administration Fees

Under an Administration Agreement with the Trust, PFM services all investor accounts, maintains the books and records of the Trust, provides administrative personnel, equipment and office space, determines the net asset value of the Trust on a daily basis and performs all related administrative services. The Administrator also pays the Trust’s expenses for printing certain documents and administrative costs of the Trust (such as postage, telephone charges and computer time). For its administrative services, PFM is paid a fee which is determined according to the following schedule:

Illinois Portfolio Average Daily Net Assets	Rate
First \$500,000,000	0.09%
\$500,000,001 - \$750,000,000	0.08%
Over \$750,000,000	0.07%

PFM is not compensated for the administrative services provided to the Illinois Term Series.

Distribution Fees

PFM Fund Distributors, Inc. (“PFM Fund Distributors”) is a wholly-owned broker/dealer subsidiary of PFM. Under a Distribution Agreement with the Trust, PFM Fund Distributors provides marketing and distribution services to the Trust. For the services which it provides to the Illinois Portfolio, PFM Fund Distributors is paid a fee at an annual rate of 0.10% of the average daily net assets of the IIIT Class and an annual rate of 0.10% of the average daily net assets of the IPDLAF+ Class. PFM Fund Distributors is not compensated for the services provided to the Illinois Term Series.

Sponsorship Fees

The Trust has entered into separate consulting agreements with the Illinois Association of Park Districts (“IAPD”) and the Illinois Park and Recreation Association (“IPRA”) (collectively the “Sponsors”) on behalf of the Illinois Portfolio IPDLAF+ Class. Pursuant to these agreements, the Sponsors will advise PFM, as a representative of the Trust, on applicable and pending state laws affecting the IPDLAF+ Class, schedule and announce through their publications informational meetings and seminars at which representatives of the Trust will speak, provide mailing lists of potential investors and permit the use of their logos. The Sponsors are each paid a fee at an annual rate equal to 0.05% of the IPDLAF+ Class’s average daily net assets. All fees are calculated daily and paid monthly. There are no sponsorship fees paid by the Illinois Term Series.

Other Expenses

The Trust pays expenses incurred by its Trustees and officers (in connection with the discharge of their duties), insurance for the Trustees, fees for cash management and custodial services, audit fees and legal fees. During the year ended September 30, 2017, the Illinois Portfolio’s custodial fees were reduced by \$10,469 as a result of earnings credits from cash balances.

Fee Reduction Agreements

The Trust has entered into separate Fee Reduction Agreements with PFM, IAPD and IPRA (each a “Service Provider”) pursuant to which each Service Provider may, but shall not be obligated to, temporarily reduce a portion of its fees payable from the Illinois Portfolio to assist that fund in an attempt to maintain a positive yield. Under the terms of the Fee Reduction Agreements in place between the Trust and each Service Provider, in the event that a Service Provider elects to initiate a fee reduction, such fee reduction shall be applicable to the computation of the net asset value (“NAV”) of the Illinois Portfolio on the business day immediately following the date on which the Service Provider gives notice to the Trust on the rate of the fee reduction to be applied in calculating the NAV. A fee reduction shall remain in effect until notice is provided to the Trust by a Service Provider regarding its intent to terminate its fee reduction or revise, upward or downward, the rate of its fee reduction.

At any time after a fee reduction has been terminated, and if the monthly distribution yield of the class of the Illinois Portfolio making the payment was in excess of 1.00% per annum for the preceeding calendar month, the relevant Service Provider may elect to have the amount of its accumulated reduced fees restored in whole or in part under the conditions described in the Fee Reduction Agreement with the Trust by way of a payment of fees in excess of the rate it was entitled to, prior to any fee reduction, all as set forth in the respective Fee Reduction Agreement. In all cases, the total fees paid to each Service Provider in a given month, inclusive of the amount of any accumulated reduced fees to be restored, may not exceed 115% of the fees payable under the terms of each Service Provider’s related agreement with the Trust and any fees restored under the Fee Reduction Agreements may only be restored during the three-year period following the calendar month to which they relate.

The chart that follows depicts the fees payable by the Illinois Portfolio which have been waived by PFM (including distribution fees waived by PFM Fund Distributors), IAPD and IPRA during the year ended September 30, 2017 and cumulatively since the inception of each of the Fee Reduction Agreements. The chart also includes the amounts reimbursed and the amounts deemed unrecoverable under the Fee Reduction Agreements both during the year ended September 30, 2017 and cumulatively, as well as the amounts which remain to be recoverable as of September 30, 2017 for each Service Provider.

	PFM				
	Investment Advisory Fees	Administration Fees	IPDLAF+ Class Distribution Fees	IAPD	IPRA
Waived fees:					
Prior periods	\$ 112,924	\$ 1,087,095	\$ 217,573	\$ 176,602	\$ 176,602
Current period	-	-	-	-	-
Total waived fees	112,924	1,087,095	217,573	176,602	176,602
Amounts reimbursed	-	-	-	-	-
Amounts unrecoverable:					
Prior periods	(57,496)	(733,420)	(90,628)	(115,757)	(115,757)
Current period	(50,309)	(215,518)	(55,728)	(30,849)	(30,849)
Remaining recoverable	\$ 5,119	\$ 138,157	\$ 71,217	\$ 29,996	\$ 29,996
Waivers not reimbursed become unrecoverable in fiscal year-end:					
September 30, 2018	\$ 5,119	\$ 138,157	\$ 59,715	\$ 27,696	\$ 27,696
September 30, 2019	-	-	11,502	2,300	2,300
Total	\$ 5,119	\$ 138,157	\$ 71,217	\$ 29,996	\$ 29,996

The chart above does not include \$197,120 of distribution fees relating to the IIIT Class which were waived by PFM Fund Distributors during the year ended September 30, 2017 and for which PFM Fund Distributors has informed the Trust it will not seek to have restored in the future under its Fee Reduction Agreement.

Supplementary Information (unaudited)

Illinois Portfolio

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Asset-Backed Commercial Paper (5.80%)			
Bedford Row Funding Corporation			
1.38% ⁽⁴⁾	3/1/18	\$ 5,000,000	\$ 4,999,489
1.38% ⁽⁴⁾	4/2/18	5,000,000	5,000,000
1.43% ⁽⁴⁾	6/15/18	3,000,000	3,000,000
Manhattan Asset Funding Co.			
1.31%	11/9/17	3,000,000	2,995,743
1.31%	12/4/17	6,000,000	5,986,027
1.33% ⁽⁴⁾	1/2/18	6,000,000	6,000,000
Old Line Funding LLC			
1.30%	12/15/17	2,000,000	1,994,583
Total Asset-Backed Commercial Paper			29,975,842
Certificates of Deposit (21.25%)			
Bank of America			
1.43% ⁽⁴⁾	11/13/17	9,500,000	9,500,000
1.39% ⁽⁴⁾	4/9/18	2,500,000	2,500,000
1.49%	5/16/18	2,000,000	2,000,000
BMO Harris Bank			
1.40%	10/17/17	10,000,000	10,000,000
1.41%	11/14/17	2,500,000	2,500,000
BOFI Federal Bank ⁽⁵⁾			
1.20%	10/6/17	5,000,000	5,000,000
1.21%	12/19/17	10,000,000	10,000,000
1.21%	1/8/18	15,000,000	15,000,000
1.21%	1/8/18	5,000,000	5,000,000
BOKF (OK)			
1.40%	3/29/18	246,000	246,000
Capital Bank (MD)			
1.40%	3/29/18	246,000	246,000
Citibank			
1.27%	10/27/17	1,750,000	1,750,037
1.40%	1/2/18	3,000,000	3,000,000
1.42%	1/2/18	7,000,000	7,000,000
Crestmark Bank (MI)			
1.40%	3/29/18	246,000	246,000
Dime Community Bank (NY)			
1.40%	3/29/18	246,000	246,000
Farm Bureau Bank (NV)			
1.40%	3/29/18	246,000	246,000
First County Bank (CT)			
1.40%	3/29/18	246,000	246,000
First National Bank (ME)			
1.40%	3/29/18	246,000	246,000
Flagstar Bank (MI)			
1.40%	3/29/18	246,000	246,000
Franklin Synergy Bank (TN)			
1.40%	3/29/18	246,000	246,000

The notes to the financial statements are an integral part of the schedule of investments.

Illinois Portfolio

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Interbank (OK)			
1.40%	3/29/18	\$ 80,000	\$ 80,000
Landmark Bank (MO)			
1.40%	3/29/18	246,000	246,000
Lincoln Savings Bank (IA)			
1.40%	3/29/18	246,000	246,000
Mutual Bank (IN)			
1.40%	3/29/18	246,000	246,000
Prudential Savings Bank (PA)			
1.40%	3/29/18	246,000	246,000
Seaside National Bank & Trust (FL)			
1.40%	3/29/18	246,000	246,000
Signature Bank (NY)			
1.40%	3/29/18	246,000	246,000
State Street Bank & Trust			
1.30%	10/23/17	7,000,000	7,000,000
The FNB & Trust Company of Iron Mountain (MI)			
1.40%	3/29/18	246,000	246,000
The Park National Bank (OH)			
1.40%	3/29/18	246,000	246,000
Union Bank & Trust Company (WI)			
1.40%	3/29/18	246,000	246,000
United Bank (WV)			
1.40%	3/29/18	246,000	246,000
US Bank			
1.40%	3/20/18	14,000,000	14,000,000
Wells Fargo Bank			
1.52%	1/18/18	2,000,000	2,000,155
1.59% ⁽⁴⁾	2/6/18	4,500,000	4,500,000
1.44% ⁽⁴⁾	7/11/18	4,000,000	4,000,000
Western Alliance Bank (AZ)			
1.40%	3/29/18	246,000	246,000
Total Certificates of Deposit			<u>109,750,192</u>
Commercial Paper (26.12%)			
Bank of Tokyo Mitsubishi UFJ LTD			
1.54%	3/13/18	3,000,000	2,979,354
1.54%	5/4/18	5,000,000	4,954,611
1.58%	6/1/18	5,000,000	4,947,350
BNP Paribas (NY)			
1.42%	12/15/17	2,000,000	1,994,125
1.44%	1/2/18	3,000,000	2,988,918
1.45%	2/14/18	1,000,000	994,560
1.50%	3/7/18	7,000,000	6,954,644
1.47%	4/2/18	1,000,000	992,578

The notes to the financial statements are an integral part of the schedule of investments.

Illinois Portfolio

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Canadian Imperial Bank (NY)			
1.36% ⁽⁴⁾	3/7/18	\$ 7,000,000	\$ 7,000,000
1.38% ⁽⁴⁾	4/13/18	7,000,000	7,000,000
Credit Agricole Corporate and Investment Bank (NY)			
1.43%	2/9/18	5,000,000	4,974,164
1.45%	3/6/18	7,000,000	6,956,320
Credit Suisse (NY)			
1.47%	11/20/17	10,000,000	9,979,723
1.60%	5/11/18	2,000,000	1,980,513
1.66%	6/22/18	3,000,000	2,963,920
ING (US) Funding LLC			
1.41% ⁽⁴⁾	11/6/17	5,000,000	5,000,217
1.56%	5/8/18	6,000,000	5,945,587
JP Morgan Securities LLC			
1.50%	12/15/17	1,500,000	1,495,375
1.44%	2/1/18	1,000,000	995,114
1.43% ⁽⁴⁾	4/6/18	4,500,000	4,500,000
1.48% ⁽⁴⁾	6/22/18	8,000,000	8,000,000
Metlife Short Term Funding			
1.41%	2/5/18	7,000,000	6,965,428
1.43%	3/5/18	5,000,000	4,969,431
Mizuho Bank LTD (NY)			
1.41%	1/17/18	10,000,000	9,958,000
Prisco Short Term Funding LLC			
1.41%	2/5/18	5,000,000	4,975,305
1.49%	4/5/18	5,000,000	4,961,766
Toyota Motor Credit Corp.			
1.48% ⁽⁴⁾	12/4/17	1,000,000	1,000,000
1.35% ⁽⁴⁾	1/24/18	3,500,000	3,500,000
1.48%	3/15/18	5,000,000	4,966,542
Total Commercial Paper			134,893,545
U.S. Government and Agency Obligations (19.17%)			
Fannie Mae Notes Discount Notes			
1.01%	11/6/17	16,100,000	16,083,739
Federal Farm Credit Banks Notes			
1.16% ⁽⁴⁾	4/15/19	3,000,000	2,999,537
1.16% ⁽⁴⁾	8/8/19	5,500,000	5,499,081
Federal Home Loan Banks Discount Notes			
1.05%	10/6/17	5,000,000	4,999,271
1.02%	10/13/17	5,300,000	5,298,198
1.08%	10/27/17	5,000,000	4,996,118
1.04%	11/15/17	10,000,000	9,987,013
1.07%	12/12/17	10,000,000	9,978,600

The notes to the financial statements are an integral part of the schedule of investments.

Illinois Portfolio

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Federal Home Loan Banks Notes			
1.30% ⁽⁴⁾	11/15/17	\$ 3,000,000	\$ 3,000,000
1.08%	11/17/17	3,750,000	3,748,392
1.26% ⁽⁴⁾	3/23/18	7,500,000	7,500,020
U.S. Treasury Bill			
1.05%	12/28/17	10,000,000	9,974,333
1.06%	1/2/18	5,000,000	4,986,405
U.S. Treasury Notes			
1.14%	1/1/18	5,000,000	4,998,219
1.15%	1/1/18	5,000,000	4,995,029
Total U.S. Government and Agency Obligations			99,043,955
Repurchase Agreements (12.00%)			
Credit Agricole Corporate and Investment Bank (NY)			
1.05%	10/2/17	37,000,000	37,000,000
(Dated 9/29/17, repurchase price \$37,003,238 collateralized by U.S. Treasury Notes, 1.75%, maturing 5/15/22, fair value \$37,743,337)			
Goldman Sachs & Co.			
1.05%	10/2/17	25,000,000	25,000,000
(Dated 8/21/17, repurchase price \$25,030,625 collateralized by: Fannie Mae Securities, 3.00%-4.50%, maturing 3/1/26-8/1/47, fair value \$2,182,234; and Freddie Mac Securities, 2.237%-6.50%, maturing 5/1/21-4/1/47, fair value \$23,349,004)			
Total Repurchase Agreements			62,000,000
Total Investments (84.34%)(Amortized Cost \$435,663,534)			435,663,534
Other Assets in Excess of Other Liabilities (15.66%)			80,881,735
Net Position (100.00%)			\$ 516,545,269

(1) Yield-to-maturity at original cost unless otherwise noted.

(2) Actual maturity dates.

(3) See Note B to the financial statements.

(4) Adjustable rate security. Rate shown is that which was in effect at September 30, 2017.

(5) Guaranteed by Federal Home Loan Bank Letter of Credit and subject to put with 1 day notice.

The notes to the financial statements are an integral part of the schedule of investments.

Illinois Term Series SEPT 2019

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Certificates of Deposit (36.46%)			
Bank of America			
1.25%	10/10/17	\$ 1,000,000	\$ 1,000,048
1.46%	4/13/18	5,705,000	5,703,172
1.49%	5/16/18	2,000,000	1,999,157
BMO Harris Bank			
1.40%	10/17/17	1,000,000	1,000,224
Citibank			
1.40%	1/2/18	10,000,000	10,001,514
US Bank			
1.40%	3/20/18	3,500,000	3,497,313
Wells Fargo Bank			
1.41%	1/5/18	4,000,000	4,002,084
<i>Total Certificates of Deposit</i>			<u>27,203,512</u>
Commercial Paper (32.36%)			
Bank of Tokyo Mitsubishi UFJ LTD			
1.37%	12/6/17	1,000,000	997,584
1.42%	1/3/18	1,000,000	996,427
1.39%	1/18/18	1,750,000	1,742,634
1.45%	1/31/18	2,000,000	1,990,446
1.46%	2/8/18	500,000	497,434
1.51%	3/7/18	1,000,000	993,618
1.54%	4/2/18	2,000,000	1,984,728
BNP Paribas (NY)			
1.47%	4/6/18	1,500,000	1,488,558
Credit Suisse (NY)			
1.45%	2/15/18	3,000,000	2,983,530
1.50%	4/11/18	500,000	495,896
1.60%	5/4/18	2,500,000	2,476,463
1.58%	6/8/18	500,000	494,330
JP Morgan Securities LLC			
1.28%	10/10/17	785,000	784,709
1.41%	2/1/18	750,000	746,474
1.42%	2/15/18	1,500,000	1,491,927
1.45%	3/15/18	2,000,000	1,986,538
1.50%	4/25/18	1,000,000	991,362
1.54%	5/1/18	1,010,000	1,001,006
<i>Total Commercial Paper</i>			<u>24,143,664</u>
U.S. Government and Agency Obligations (30.78%)			
Fannie Mae Notes			
1.16%	2/8/18	2,000,000	1,997,348
Federal Farm Credit Banks Discount Notes			
1.23%	6/5/18	760,000	753,457
Federal Home Loan Banks Discount Notes			
1.14%	12/6/17	500,000	499,031
1.08%	1/16/18	3,520,000	3,508,556
1.09%	1/31/18	1,255,000	1,250,262
1.19%	3/28/18	1,510,000	1,501,097

The notes to the financial statements are an integral part of the schedule of investments.

Illinois Term Series SEPT 2019

Schedule of Investments (unaudited)

September 30, 2017

Rate ⁽¹⁾	Maturity Date ⁽²⁾	Principal	Fair Value ⁽³⁾
Freddie Mac Notes			
1.22%	3/7/18	\$ 2,000,000	\$ 1,997,156
U.S. Treasury Notes			
1.13%	1/1/18	2,250,000	2,249,161
1.15%	2/15/18	2,430,000	2,450,696
1.22%	4/30/18	4,765,000	4,751,215
1.22%	4/30/18	2,010,000	2,002,625
Total U.S. Government and Agency Obligations			22,960,604
Total Investments (99.60%)(Amortized Cost \$74,313,522)			74,307,780
Other Assets in Excess of Other Liabilities (0.40%)			296,877
Net Position (100.00%)			\$ 74,604,657

(1) Yield-to-maturity at original cost unless otherwise noted.

(2) Actual maturity dates.

(3) See Note B to the financial statements.

The notes to the financial statements are an integral part of the schedule of investments.



Trustees and Officers

Jason S. Myers, Chairman & Trustee
Director of Finance & Personnel,
Lombard Park District

Robert W. Taylor, Vice Chairman & Trustee
Director of Finance,
Deerfield Park District

Eugene C. Varnado, Treasurer & Trustee
Treasurer, *Thornton Township Schools*

Fred C. Hohnke, Secretary & Trustee
Commissioner, *Woodridge Park District*

William R. Farley, Trustee
Assistant Superintendent of
Business Operations, *Wheaton-Warrenville*
CUSD #200

Christine Garry, Trustee
President, *Barrington Park District*

Arnold C. Uhlig, Trustee
Treasurer, *Medinah School District #11*

Peter M. Murphy, JD, CAE, Trustee *
President and Chief Executive Officer,
Illinois Association of Park Districts

Debbie Trueblood, Trustee *
Executive Director,
Illinois Park & Recreation Association

*Ex-Officio Trustees

Service Providers

Investment Advisor & Administrator
PFM Asset Management LLC
One Keystone Plaza, Suite 300
North Front & Market Streets
Harrisburg, Pennsylvania 17101-2044

Distributor
PFM Fund Distributors, Inc.
One Keystone Plaza, Suite 300
North Front & Market Streets
Harrisburg, Pennsylvania 17101-2044

222 North LaSalle, Suite 910
Chicago, Illinois 60601

Custodian
U.S. Bank, N.A.
60 Livingston Avenue
St. Paul, Minnesota 55107

Independent Auditors
Ernst & Young LLP
One Commerce Square, Suite 700
2005 Market Street
Philadelphia, Pennsylvania 19103

Legal Counsel
Schiff Hardin LLP
6600 Willis Tower
Chicago, Illinois 60606

Illinois Trust
c/o PFM Asset Management LLC
222 North LaSalle, Suite 910 • Chicago, Illinois 60601
1-800-731-6870
www.iiit.us

Ratings

Illinois Trust

Principal Stability Fund
Ratings Definitions

AAAm A fund rated 'AAAm' demonstrates extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. 'AAAm' is the highest principal stability fund rating assigned by S&P Global Ratings

AAm A fund rated 'AAm' demonstrates very strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. It differs from the highest-rated funds only to a small degree.

Am A fund rated 'Am' demonstrates strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk, but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than funds in higher-rated categories

BBBm A fund rated 'BBBm' demonstrates adequate capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. However, adverse economic conditions or changing circumstances are more likely to lead to a reduced capacity to maintain principal stability.

BBm A fund rated 'BBm' demonstrates speculative characteristics and uncertain capacity to maintain principal stability. It is vulnerable to principal losses due to credit risk. While such funds will likely have some quality and protective characteristics, these may be outweighed by large uncertainties or major exposures to adverse conditions.

Dm A fund rated 'Dm' has failed to maintain principal stability resulting in a realized or unrealized loss of principal.

Plus (+) or Minus (-)
The ratings may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the rating categories.

About the Pool

Pool Rating

AAAm

Pool Type

Stable NAV Government
Investment Pool

Investment Adviser

PFM Asset Management LLC

Phone
Website1-800-731-6870
www.iiit.us

Portfolio Manager

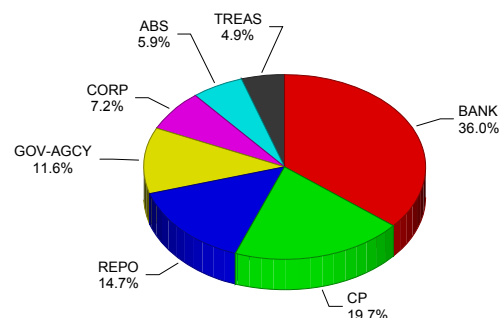
Michael Varano

Pool Rated Since
CustodianOctober 2002
U.S. Bank, N.A.

Distributor

PFM Fund Distributors, Inc.

Portfolio Composition as of September 28, 2017



BANK - Bank Deposits; CP - Commercial Paper; REPO - Repurchase Agreement; GOV-AGCY - Agency and Government; CORP - Corporate; ABS - Asset-backed security; TREAS - Treasury

Rationale

Illinois Trust is rated 'AAAm' by S&P Global Ratings. The rating is based on S&P Global Ratings' analysis of the portfolio's credit quality, investment policies, market price exposure, and management. The rating signifies our forward-looking opinion about a fixed-income fund's ability to maintain principal value (i.e., stable net asset value, or 'NAV').

Overview

The Illinois Trust is organized under the laws of the state of Illinois. The trust was established for the purpose of allowing various public agencies--including counties, townships, cities, towns, villages, school districts, housing authorities, and public water supply districts--to jointly invest funds in accordance with the laws of the state of Illinois. The fund seeks to provide investors with strong current income that is consistent with the preservation of capital and the maintenance of liquidity.

Management

The fund's investment adviser is PFM Asset Management LLC (PFM). As adviser, PFM is responsible for the purchase and sale of all portfolio assets. PFM and Public Financial Management Inc., which is under common ownership with PFM, have managed funds since 1981. The two firms act as financial advisers and/or investment advisers to cities, townships, boroughs, counties, school districts, authorities, and financial institutions throughout the country, providing clients with financial, investment advisory, and cash management services.

Portfolio Assets

The fund invests in fixed-income investments authorized by the Illinois Public Funds Investment Act, which governs the investment of public funds in Illinois. These instruments include U.S. Treasury

and federal agency securities and repurchase agreements secured by such obligations, money-market mutual funds registered under the Investment Company Act of 1940, commercial paper, and certificates of deposits. The weighted average maturity to reset (WAM(R)) of the fund's portfolio is managed at 60 days or less to help provide liquidity for redemptions and to limit market price exposure.

S&P Global Ratings Analyst: Peter Rizzo - (1) 212-438-5059

www.spratings.com

Participants should consider the investment objectives, risks and charges and expenses of the pool before investing. The investment guidelines which can be obtained from your broker-dealer, contain this and other information about the pool and should be read carefully before investing.

Approach and Criteria

A S&P Global Ratings principal stability fund rating, also known as a "money market fund rating", is a forward-looking opinion about a fixed income fund's capacity to maintain stable principal (net asset value). When assigning a principal stability rating to a fund, S&P Global Ratings analysis focuses primarily on the creditworthiness of the fund's investments and counterparties, and also its investments' maturity structure and management's ability and policies to maintain the fund's stable net asset value. Principal stability fund ratings are assigned to funds that seek to maintain a stable or an accumulating net asset value.

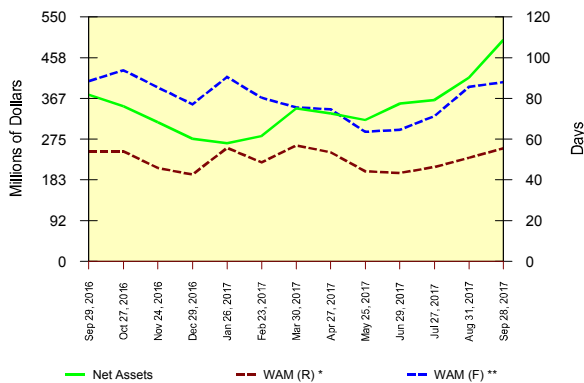
Generally, when faced with an unanticipated level of redemption requests during periods of high market stress, the manager of any fund may suspend redemptions for up to five business days or meet redemption requests with payments in-kind in lieu of cash. A temporary suspension of redemptions or meeting redemption requests with distributions in-kind does not constitute a failure to maintain stable net asset values. However, higher rated funds are expected to have stronger capacities to pay investor redemptions in cash during times of high market stress because they generally comprise shorter maturity and higher quality investments.

Principal stability fund ratings, or money market fund ratings, are identified by the 'm' suffix (e.g., 'AAA'm') to distinguish the principal stability rating from a S&P Global Ratings traditional issue or issuer credit rating. A traditional issue or issuer credit rating reflects S&P Global Ratings view of a borrower's ability to meet its financial obligations. Principal stability fund ratings are not commentaries on yield levels.

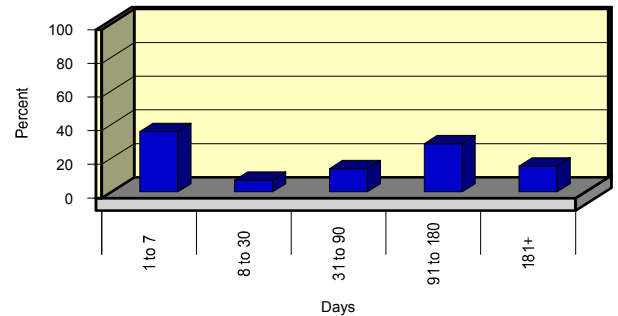
Data Bank as of September 28, 2017

Net Asset Value per Share.....	\$1.00006	Net Assets (millions).....	\$499.88	Inception Date.....	October 2002
WAM (R) *	56 days	WAM (F) **	88 days	7 Day Yield.....	1.13%
* Weighted Average Maturity (Reset)		** Weighted Average Maturity (Final)			

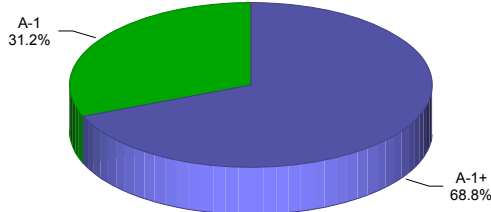
Net Assets, WAM (R) and WAM (F)



Portfolio Maturity Distribution as of September 28, 2017

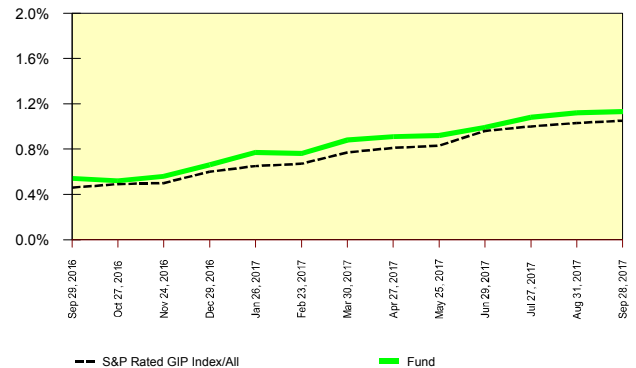


Portfolio Credit Quality as of September 28, 2017 *



*As assessed by S&P Global Ratings

Portfolio 7 Day Net-Yield Comparison *



*S&P 'AAA'm' Money Fund Indices are calculated weekly by iMoneyNet, Inc., and are comprised of funds rated or assessed by S&P Global Ratings to within the specific rating categories. The S&P Global Ratings Rated LGIP Indices are calculated weekly by S&P Global Ratings and are comprised of 'AAA'm' and 'AA'm' government investment pools.

The yield quoted represents past performance. Past performance does not guarantee future results. Current yield may be lower or higher than the yield quoted.

Pool portfolios are monitored weekly for developments that could cause changes in the ratings. Rating decisions are based on periodic meetings with senior pool executives and public information.

S&P Global Ratings is neither associated nor affiliated with the fund.

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RESOLUTION NO. _____

**A RESOLUTION APPROVING THE DECLARATION OF TRUST OF THE
ILLINOIS TRUST (FORMERLY KNOWN AS THE ILLINOIS INSTITUTIONAL INVESTORS TRUST)
AND AUTHORIZING THE EXECUTION THEREOF,
AND AUTHORIZING CERTAIN OFFICIALS TO ACT ON BEHALF
OF THE _____**

WHEREAS, this _____ (the "Governing Board") of the _____ (the "Agency") has been presented with and reviewed the Declaration of Trust dated October 18, 2002 (the "Declaration of Trust"); and

WHEREAS, the Declaration of Trust creates a common law trust (the "Trust") to provide an instrumentality and agency through which public agencies organized under the laws of the State of Illinois may jointly act, agree, and cooperate in accordance with the laws of the State of Illinois in the performance of their responsibilities to invest available funds so as to enhance their investment opportunities pursuant to an investment program conducted in accordance with the laws of the State of Illinois, from time to time in effect, governing the investment of the funds of public agencies; and

WHEREAS, this Governing Board of the Agency has also been presented with and reviewed the appropriate Information Statement providing detailed information about the investment objectives, organization, structure, and operation of the Trust and its investment opportunities; and

WHEREAS the Agency is a public agency and unit of local government or school district within the meaning of Section 10 of Article VII of the 1970 Constitution of the State of Illinois (the "Illinois Constitution"), the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, and the Public Funds Investment Act, 30 ILCS 235/0.01, *et seq.*, and is authorized to enter into intergovernmental agreements, including the Declaration of Trust, pursuant to, *inter alia*, the provisions of Section 10, Article VII of the Illinois Constitution, the Intergovernmental Cooperation Act, and the Public Funds Investment Act; and

WHEREAS, the Agency does hereby find that by entering into the Declaration of Trust and becoming a Participant (as such term is defined in Section 1.4 of the Declaration of Trust) in the Trust, it shall be better able to perform its responsibility to invest its funds in accordance with the laws of the State of Illinois; and

WHEREAS, the Agency does hereby find and declare that it is in the best interest of the residents of the Agency that the Agency enter into the Declaration of Trust, become a Participant of the Trust, and use the Trust's services from time to time at the discretion of the Treasurer [and/or other authorized official];

NOW THEREFORE BE IT RESOLVED by the Governing Board of the Agency, _____ County, Illinois, as follows:

Section 1. The facts and statements contained in the preamble to this Resolution are hereby found to be true and correct and are hereby adopted as part of this Resolution.

Section 2. The terms and conditions of the Declaration of Trust are hereby approved, and the Agency is hereby authorized to become a Participant in the Trust. The persons listed below are authorized to execute said Declaration of Trust and enter into the Intergovernmental Agreement, and said persons are duly authorized present incumbents of said offices; and actual samples of their respective signatures are listed below:

Print Name

Title

Signature

Print Name

Title

Signature

Section 3. This Resolution shall take effect from and after its passage and approval as provided by law.

Signature of Official designated in Section 2

Print Name

Title

Agency

Attest:

I hereby certify that the foregoing is a full, true and complete transcript of a Resolution was adopted at the meeting held on _____, 20_____.

I do further certify that the deliberations of the _____(the "Governing Board") on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, and that the Governing Board has complied with said Act and with all of the procedural rules of the Governing Board.

I do further certify that such Resolution is in full force and effect as of the date hereof, and that such Resolution has not been modified, amended, or rescinded since its adoption.

[Clerk or Secretary]

Date

[seal]

[Signature pages may be modified as appropriate.]



VILLAGE OF GLEN ELLYN

INVESTMENT POLICY

Revised 6-28-04
Updated 11-12-2013
Updated 8-24-2015
Updated 5-29-2018

1.0 **Policy:**

It is the policy of the Village of Glen Ellyn to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Village and conforming to all state statutes governing the investment of public funds.

2.0 **Scope:**

This investment policy applies to all financial assets of the Village of Glen Ellyn except for the Glen Ellyn Police Pension Fund which is subject to the direction of the Police Pension Board of Trustees. These funds are accounted for in the Village of Glen Ellyn's Comprehensive Annual Financial Report and include:

2.1 **Funds:**

The following funds are covered by this investment policy, plus any new funds that are created by the Village Board, unless specifically exempted by the Village Board or other authority.

- General Fund
- Corporate Reserve Fund
- Motor Fuel Tax Fund
- Central Business District TIF Fund
- Roosevelt Road TIF Fund
- Forfeiture Fund
- Fire Services Fund
- Debt Service Fund
- Capital Projects Fund
- Facilities Maintenance Reserve Fund
- Water and Sanitary Sewer Fund
- Parking Fund
- Residential Solid Waste Fund
- Village Links/Reserve 22 Fund
- Insurance Fund

- Equipment Services Fund

3.0 **Prudence:**

Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

3.1 The standard of prudence to be used by investment officials shall be the “**prudent person**” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 **Objective:**

The primary objectives, in priority order, of the Village of Glen Ellyn investment activities shall be:

4.1 **Safety:**

Safety of principal is the foremost objective of the investment program. Investments of the Village of Glen Ellyn shall be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio.

A. Credit Risk:

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- Limiting investments to the safest types of securities
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business, and
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

B. Interest Rate Risk:

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- By investing operating funds primarily in shorter-term securities.

4.2 Liquidity:

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity).

4.3 Return on Investments:

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities should not be sold prior to maturity with the following exceptions:

- 1) a declining credit security could be sold early to minimize loss of principal; or
- 2) liquidity needs of the portfolio require that the security be sold.

4.5 Investment Strategy/Philosophy:

The Village's investment philosophy is passive. That is, notwithstanding the provisions of paragraph 4.3, once an investment instrument is purchased, it will generally be held until its maturity ("buy and hold"). Given this philosophy, the Village will endeavor to earn a rate of return which is commensurate with similar investments in the marketplace at the time the investment is purchased. It is not a function or objective of the Village's investment policy to speculate as to the possible direction of future interest rates or to actively buy and sell securities in response to market conditions or events.

5.0 Delegation of Authority:

Authority to manage the Village of Glen Ellyn's investment program is derived from the following:

The establishment of investment policies is the responsibility of the Village Board. Management and administrative responsibility for the investment program is hereby delegated to the Finance Director who, under the direction of the Village Manager, shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include references to: internal controls, compensating controls, safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts where applicable. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the approved written procedures. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate staff. The Finance Director, with the approval of the Village Manager and in

consultation with the Finance Commission Investment Subcommittee (Section 13 and 17), may from time to time amend the written procedures in a manner not inconsistent with this policy, with state statutes, or other governing laws or rules.

The responsibility for investment activities of the Police Pension Fund rests with the Board of Trustees of the Police Pension Fund.

The Village Treasurer, appointed by the Village President with concurrence of Village Trustees, advises the Village Board on investment policy and is, by Illinois statute, an ex-officio member of the Police Pension Fund. By Village ordinance, the Finance Director is the Village Treasurer.

6.0 Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall abide by the terms established in the Village Ethics Ordinance (Title 1, Chapter 12 of the Village of Glen Ellyn Code of Ordinances), particularly, but not limited to, section 1-12-5, Conflicts of Interest. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officers shall provide appropriate notification (as described in 1-12-5 (c) Notification) of “Financial Interests” or “Non Financial Interests” as defined in the Ethics Ordinance. They shall further provide appropriate notification of any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual/firm with whom business is conducted on behalf of the Village of Glen Ellyn.

7.0 Authorized Financial Dealers and Institutions:

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness. These may include “primary” dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except on qualified public depository as established by state statutes.

The Village Board authorizes the Finance Director to invest up to FDIC limits in any federally insured financial institution, subject to appropriate diversification (see section 11 of this policy). Fund splitting programs wherein investments in CDs, money market accounts, or other allowable investments are held by various participating banks as part of a larger umbrella corporation are allowed so long as FDIC insurance protection secures the full value of the Village’s investment.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of state registration
- certification of having received and read the Village’s investment policy

- depository contracts

8.0 **Authorized and Suitable Investments:**

The Village may invest in any type of security authorized by the State of Illinois Public Funds Investment Act (30 ILCS 235/) regarding the investment of public funds. Approved investments include:

- Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.
- Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
- Interest bearing savings accounts, interest bearing certificates of deposit or interest bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act and which are insured by the Federal Deposit Insurance Corporation.
- Illinois Public Treasurer's Investment Pool (Illinois Funds)
- Illinois Municipal Investment Fund (IMET)
- Other local government investment pool, organized in accordance with state statute
- Short-term obligations of corporations (commercial paper) organized in the United States with assets exceeding \$500 million and rated at the time of purchase at one of the three highest classifications established by at least two standard rating services. Investments must mature within 270 days from the date of purchase. Such purchase may not exceed 10% of the corporation's outstanding obligations and no more than 10% of the Village's funds may be invested in commercial paper.
- Short-term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally by savings and loan associations incorporated under the laws of this state or any other state or under the laws of the United States. Investments may be made only in those savings and loan associations of which the shares, or investment certificates are insured by the Federal Deposit Insurance Corporation.
- Interest bearing bonds of any county, township, city, village, incorporated town, municipal corporation, or school district, of the State of Illinois, of any other state, or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law. The bonds shall be registered in the name of the Village or held under a custodial agreement at a bank. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.

See section 11.1 Rebalancing for information on a regular review of the Village's investments.

9.0 **Collateralization:**

It is the policy of the Village of Glen Ellyn and in accordance with the GFOA's Recommended Practices on the Collateralization of Public Deposits (attachment 1), the Village requires that funds on deposit in excess of FDIC limits be secured by some form of collateral. The Village will accept any of the following assets as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities
- Obligations of the State of Illinois

The Village reserves the right to accept/reject any form of the above named securities.

The Village also requires that all depositories that hold Village deposits in excess of the FDIC limit must utilize and execute a collateral agreement which is of a form approved by the Village.

The amount of collateral provided will not be less than 110% of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed monthly, and additional collateral will be required when the ratio declines below the level required and collateral will be released if the fair market value exceeds the required level. Pledged collateral will be held in safekeeping, by an independent third party depository, or the Federal Reserve Bank of Chicago, designated by the Village of Glen Ellyn and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Village of Glen Ellyn. The Village of Glen Ellyn realizes that there is a cost factor involved with collateralization and the Village will pay any reasonable and customary fees related to collateralization.

10.0 **Safekeeping and Custody:**

All security transactions, including collateral for repurchase agreements, entered into by the Village of Glen Ellyn shall be conducted on a delivery-verses-payment (DVP) basis. Securities will be held by a third party custodian designated by the Finance Director and evidenced by safekeeping receipts.

11.0 **Diversification and Rebalancing:**

In order to reduce the risk of default, the investment portfolio of the Village of Glen Ellyn shall not exceed the following diversification limits unless specifically authorized by the Village Board:

- No financial institution shall hold more than 25% of the Village's investment portfolio, exclusive of U.S. Treasury securities in safekeeping and public investment pools. This does not include custodial accounts, where a financial institution will hold individual securities that are in the Village's name. Public investment pools, ~~such as the Illinois Metropolitan Investment Fund, and the Illinois Treasurer's Investment Pool (the Illinois Funds), may each comprise up to 25% and 75% of the Village's investment portfolio, respectively~~ such as the Illinois Metropolitan Investment Fund and the Illinois Trust, may comprise up to 25% each of the Village's investment portfolio. The Illinois Treasurer's Investment Pool (the Illinois Funds), may comprise up to 75% of the Village's investment portfolio.
- Monies deposited at a financial institution shall not exceed 15% of the capital stock and surplus of that institution.
- Commercial paper shall not exceed 10% of the Village's investment portfolio.

11.1 **Rebalancing:**

On a quarterly basis, the investment portfolio shall be evaluated to determine if the investment mix should be rebalanced to achieve appropriate diversification. If the Village becomes aware of issues or concerns with a particular investment, the Village will take steps to address them in a timely manner, including ending the relationship or rebalancing the portfolio, or other action as appropriate.

At least annually, the Village will verify that each investment remains consistent with the Village's investment objectives. If one or more investments do not, or have changed its risk perspective, duration, or other factor that is not favorable to the Village or its portfolio, the Village will consider replacement of said investment, or rebalancing so the Village's overall portfolio remains consistent with this policy.

When the portfolio is rebalanced, efforts should be made to minimize negative effects that may occur from selling assets prior to maturity.

11.2 Target diversification:

The Finance Commission Investment Subcommittee will develop a target diversification. Changes to the target diversification may occur with the quarterly review of the investment portfolio, or more often if necessary. In an emergency situation, where the Village Staff believes there is significant risk by one financial institution or type of security, with both Village Manager and Finance Director approval, the Village may exceed these diversification limits, so long as the legal limits outlined by 30 ILCS 235 are not exceeded. In such an event, both the Village Board and Finance Commission shall be promptly notified of the event.

11.3 Criteria for ending an investment relationship:

The Village will objectively evaluate the performance of all investments within the portfolio. Each investment will be evaluated relative to its benchmark and peer investments in the order of the Village's investment objectives (section 4 of this policy) to determine if an investment should be retained or sold. Other considerations may include, but are not limited to, costs (or benefits) to liquidate versus hold, suitable replacement investment alternatives, portfolio diversification or rebalancing, change in credit rating or other credit risk factor, change in one or more risk factor, change in the investment's strategy or methodology, change in legal status or environment, customer service issues, among others.

12.0 Maximum Maturities:

To the extent possible, the Village of Glen Ellyn will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village will not directly invest in securities maturing more than five years from the date of purchase.

Reserve funds may be invested in securities exceeding five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds. Any investment purchased

with a maturity longer than five years must be supported with written documentation explaining the reason for the purchase and must be specifically approved by the Village Board.

13.0 **Internal Controls:**

The Finance Director, with the approval of the Village Manager, is responsible for establishing and maintaining an internal control structure designed to protect the assets of the Village of Glen Ellyn from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The best controls prevent frauds from taking place. When that is not possible, compensating controls will be implemented to detect fraud. Internal controls and compensating controls will be documented as part of the written procedures (Section 5.0).

Internal controls, including, but not limited to, the following subject matters will be in place:

- Segregation of duties and clear delegation of authority,
- Multiple signers required for wire transfers,
- Bank reconciliations performed and reviewed on a monthly basis,
- Monitoring bank and investment activity by multiple individuals,
- Monthly balance sheet reports provided to and reviewed by department managers,
- Monitoring of collateral agreements and custodial safekeeping,
- Establishing new accounts, new wire transfers/ACH, and new investment relationships.

14.0 **Performance Standards:**

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

14.1 **Market Yield (Benchmark):**

The Village's investment strategy is passive. Given this strategy, the basis used by the Finance Director to determine relative performance with comparable market yields shall be the three-month U.S. Treasury Bill. An additional benchmark of the average Illinois Funds rate will be utilized to track investment performance against the Village's liquid/short-term investment earnings.

15.0 **Reporting:**

The Finance Director shall prepare quarterly investment reports to the Village Manager, Village Board and Finance Commission that provide a clear picture of the status of the current investment portfolio. This management summary will be prepared in a manner which will allow the entity to ascertain whether

investment activities during the reporting period have conformed to the investment policy. The report will include the following:

- A listing of individual securities held at the end of the reporting period,
- Average weighted yield to maturity of portfolio on Village investments as compared to applicable benchmarks,
- Listing of investments by maturity date,
- The percentage of the total portfolio which each type of investment represents,
- The percentage of the total portfolio which each institution is holding,
- The percentage of the total portfolio broken down by defined maturity periods, and
- Principal and type of investment by fund.

Each month, the Finance Director will provide a report to the Village Manager, Village Board, and Finance Commission covering more basic investment reporting including asset value, investment rate of return, and investment income.

15.1 Marking to Market:

A statement of the market value of the portfolio shall be issued at least quarterly. Review should be consistent with the GFOA Recommended Practice on Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools (attachment 2).

16.0 Investment Policy Adoption:

The Village of Glen Ellyn's investment policy shall be adopted by resolution of the Village Board of Trustees. This policy shall be reviewed on an annual basis by the Finance Commission Investment Subcommittee and any modifications made thereto must be approved by the Village Board of Trustees.

17.0 Finance Commission Investment Subcommittee:

The Finance Commission Chair, with the advice and consent of the Village President, shall appoint two Finance Commission members to a Finance Commission Investment Subcommittee. This subcommittee will review and provide recommendations regarding the Village's investment portfolio, policies, practices, and reporting.

Appendix

Calendar of activity

Monthly

- Abbreviated investment reporting (section 15.0)
- Review collateral (9.0)

Quarterly

- Investment report (15.0)
- Marking to market (15.1)
- Review portfolio for rebalancing (11.1)
- Review target diversification (11.2)

Annually

- Detailed review of investments for continued compliance (11.1)
- Finance Commission Investment Subcommittee review investment policy (16.0)

Attachment 1

GFOA Best Practice

Collateralizing Public Deposits (1984, 1987, 1993, 2000, 2007, 2010) (TIM)

Background. The safety of public funds should be the foremost objective in public fund management. Collateralization of public deposits through the pledging of appropriate securities or other instruments (i.e. surety bonds or letters of credit) by depositories is an important safeguard for such deposits. The amount of pledged collateral is determined by a governmental entity's deposit level and the policy or legal required collateral margin. Some states have established programs for the pooling of collateral for deposit of public funds.

Federal law imposes certain limitations on collateral agreements between financial institutions and public entities in order to secure governmental entity deposits. Under certain circumstances, as are discussed in recommendations below, the Federal Deposit Insurance Corporation (FDIC) may void an otherwise perfected security interest and leave the governmental depositor with only the right to share with other creditors in the pro rata distribution of the assets of a failed institution for the amount of deposits that exceed the FDIC coverage. Separate governmental "corporations" such as economic development corporations or water supply corporations, etc., do not fulfill the FDIC's definition of "public unit"¹ and therefore even accurately completed collateral definition may not be honored by the FDIC on a bankruptcy.

Recommendation. The Government Finance Officers Association (GFOA) recommends the use of a written agreement with pledging requirements as protection for state or local government's deposits. GFOA encourages governmental entities to establish adequate and efficient administrative systems to monitor such pledged collateral, including state or locally administered collateral pledging or collateral pools. To accomplish these goals, GFOA recommends the following:

1. Governmental entities should implement programs of prudent risk control. Such programs could include a formal depository risk policy, credit analysis, and use of fully secured investments. In the absence of a state program for pooling collateral, public entities should establish and implement collateralization procedures, including procedures to monitor their collateral positions. Monitoring informs a public entity of undercollateralization, which may threaten the safety of an entity's deposits, and overcollateralization, which may increase the cost of banking services. Governmental entities however can not and should not accept the liability for maintaining collateral levels which liability must fall to the financial institution.
2. Governmental entities/depositors should take all possible actions to comply with state and federal requirements in order to ensure that their security interests in collateral pledged to secure deposits are enforceable against the receiver of a failed financial institution. Federal law provides that a depositor's security agreement, which tends to diminish or defeat the interest of the FDIC in an asset acquired by it as receiver of an insured depository, shall not be valid against the FDIC unless the agreement:
 - o is in writing;
 - o was approved by the board of directors of the depository or its loan committee and²
 - o has been, continuously, from the time of its execution, an official record of the depository institution.³

3. Governmental entities should have all pledged collateral held at an independent third-party institution outside the holding company of their bank, and evidenced by a written agreement in an effort to satisfy the Uniform Commercial Code (UCC) requirement for control. The UCC states that the depositor does not have a perfected interest in a security unless the depositor controls it. Control means that swaps, sales, and transfers cannot occur without the depositor's written approval.

- o The value of the pledged collateral should be marked to market monthly, or more frequently depending on the volatility of the collateral pledged. Some state statutes do dictate a minimum margin level for collateral based on deposit levels (e.g., Georgia and Minnesota statutes require 110 percent). If not, the margin levels should be at least 102 percent, depending on the liquidity and volatility of the collateral pledged. State statutes also govern whether minimum margin levels apply to principal only or to accrued interest as well. On a sale, accrued interest would be received. Governmental entities should review applicable state statutes and confirm compliance.
- o Substitutions of collateral should meet the requirements of the collateral agreement, be approved, by the entity in writing prior to release, and the collateral should not be released until the replacement collateral has been received.
- o The public entity should require reporting directly from the custodian. The custodian should warrant and be signatory to the agreement
- o Reporting by the third party institution should at a minimum be monthly.

4. The pledge of collateral should comply with the investment policy or state statute, whichever is more restrictive. Governmental entities should know and understand securities pledged as collateral.

5. Governmental entities that use surety bonds in lieu of collateral should limit the insurers to those of the highest credit quality as determined by a nationally recognized insurance rating agency. A thorough review of the terms of the bond is required.

6. The governmental entity should thoroughly review the terms and conditions of any letters of credit, including those issued by a federal agency or government sponsored enterprise.

7. The governmental entity should establish and follow procedures for on-going review of collateral.

Note: As a result of the court case North Arkansas Medical Center v. Barrett, 963 F.2d 780 (8th Cir. 1992), the FDIC issued a policy statement in March 1993 indicating that it would not seek to void a security interest of a federal, state, or local public unit solely because the security agreement did not comply with the contemporaneous execution requirement set forth in Section 13(e) of the Federal Deposit Insurance Act 12 U.S.C.1823(e). The policy statement was officially enacted by Section 317 of the Riegle Community Development and Regulatory Improvement Act of 1994 (Public Law 103-325).

References:

- GFOA Sample Security Agreement (long and short versions), www.gfoa.org, 2009.
- GFOA Sample Custodial Trust Agreement, www.gfoa.org, 2006.
- An Introduction to Collateralizing Public Deposits for State and Local Governments, Second Edition, M. Corinne Larson, GFOA, 2006.

- *Investing Public Funds, Second Edition*, Girard Miller with M. Corinne Larson and W. Paul Zorn, GFOA, 1998.
- FDIC Act (12 U.S.C. 1811 et seq. and 12 C.F.R. Part 330.330.15 Public Unit Accounts (www.FDIC.gov))

Approved by the GFOA's Executive Board, October 23, 2007.

¹For deposit insurance purposes, the term "public unit" includes a state, county, municipality, or "political subdivision" thereof. Governments should review Section 330.15 of the FDIC's regulations (12 C.F.R. 330.15) to identify if they fall within the FDIC's definition of 'public unit' and to determine whether they are public entity qualifying for collateral protection under the definition. This information can be found at <http://www.fdic.gov/deposit/deposits/FactSheet.html>

²The FDIC does not require every transaction to be reviewed by the board of directors. The board may fulfill this function by setting parameters and authorizing a particular officer to carry out its wishes. The officer would be performing ministerial acts on behalf of the board. (FDIC Interpretive Letters)

³Corporate resolutions that list specific officers who are authorized by the board of directors to execute agreements securing public deposits will meet this requirement.

Attachment 2

BEST PRACTICE

Mark-to-Market Reporting Practices for State and Local Government Investment Portfolios (1995, 2000, 2003, 2005, and 2008) (TIM)

Background. Market risk is significant in public investment portfolios. Due to price volatility, valuing investments at their current price is necessary to provide a realistic measure of a portfolio's true liquidation value. Over time, reporting standards for state and local government investment portfolios have been enhanced so that investors, governing bodies, and the public remain informed of the current market value of the portfolio. Regular disclosure of the value of a governmental entity's investments is an important step to furthering taxpayer and market confidence in state and local government investment practices. The Governmental Accounting Standards Board (GASB) has also recognized the need to report investments at fair value at fiscal year end. Government officials should be aware of state, local, accounting, and rating agency requirements regarding mark to-market practices.

Recommendation. The Government Finance Officers Association (GFOA) recommends that state and local government officials responsible for investment portfolio reporting determine the market value of all securities in the portfolio on at least a quarterly basis. These values should be obtained from a reputable and independent source and disclosed to the governing body or other oversight body at least quarterly in a written report. The independent source of pricing should not be one of the parties to the transaction being valued and could include:

1. a broker or other financial institution who was not a counterparty to the transaction,
2. the custodial bank if the bank was not a counterparty to the transaction,
3. publicly available publications such as the Wall Street Journal, or
4. other pricing services for which a separate fee would be paid.

It is recommended that the written report include the market value, book value, and unrealized gain or loss of the securities in the portfolio.

If there is a significant event in the local or national economy that might affect the value of the portfolio, then a mid-term valuation of the portfolio should be conducted. Governments that employ a more active portfolio management style should consider more frequent marking to market and reporting.

References

- *GASB Statement 31 and Implementation Guide, Accounting and Financial Reporting for Certain Investment and for External Investment Pools*, March, 1997.
- *Investing Public Funds, Second Edition*, Girard Miller with M. Corinne Larson and W. Paul Zorn, GFOA, 1998.
- *Investment Procedures and Internal Controls Guideline*, GFOA, May 2003.
- *Elected Official's Guide Investing, Second Edition*, Sofia Anastopoulos, GFOA, 2007.

Approved by the GFOA's Executive Board, February 22, 2008.



VILLAGE OF GLEN ELLYN

INVESTMENT POLICY

Revised 6-28-04
Updated 11-12-2013
Updated 8-24-2015
Updated 5-29-2018

1.0 **Policy:**

It is the policy of the Village of Glen Ellyn to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Village and conforming to all state statutes governing the investment of public funds.

2.0 **Scope:**

This investment policy applies to all financial assets of the Village of Glen Ellyn except for the Glen Ellyn Police Pension Fund which is subject to the direction of the Police Pension Board of Trustees. These funds are accounted for in the Village of Glen Ellyn's Comprehensive Annual Financial Report and include:

2.1 **Funds:**

The following funds are covered by this investment policy, plus any new funds that are created by the Village Board, unless specifically exempted by the Village Board or other authority.

- General Fund
- Corporate Reserve Fund
- Motor Fuel Tax Fund
- Central Business District TIF Fund
- Roosevelt Road TIF Fund
- Forfeiture Fund
- Fire Services Fund
- Debt Service Fund
- Capital Projects Fund
- Facilities Maintenance Reserve Fund
- Water and Sanitary Sewer Fund
- Parking Fund
- Residential Solid Waste Fund
- Village Links/Reserve 22 Fund
- Insurance Fund

- Equipment Services Fund

3.0 **Prudence:**

Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

3.1 The standard of prudence to be used by investment officials shall be the “**prudent person**” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 **Objective:**

The primary objectives, in priority order, of the Village of Glen Ellyn investment activities shall be:

4.1 **Safety:**

Safety of principal is the foremost objective of the investment program. Investments of the Village of Glen Ellyn shall be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio.

A. Credit Risk:

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- Limiting investments to the safest types of securities
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business, and
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- 1) a declining credit security could be sold early to minimize loss of principal; or
- 2) liquidity needs of the portfolio require that the security be sold.

4.5 Investment Strategy/Philosophy:

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Authority to manage the Village of Glen Ellyn's investment program is derived from the following:

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The Village Treasurer, appointed by the Village President with concurrence of Village Trustees, advises the Village Board on investment policy and is, by Illinois statute, an ex-officio member of the Police Pension Fund. By Village ordinance, the Finance Director is the Village Treasurer.

6.0 Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall abide by the terms established in the Village Ethics Ordinance (Title 1, Chapter 12 of the Village of Glen Ellyn Code of Ordinances), particularly, but not limited to, section 1-12-5, Conflicts of Interest. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officers shall provide appropriate notification (as described in 1-12-5 (c) Notification) of “Financial Interests” or “Non Financial Interests” as defined in the Ethics Ordinance. They shall further provide appropriate notification of any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual/firm with whom business is conducted on behalf of the Village of Glen Ellyn.

7.0 Authorized Financial Dealers and Institutions:

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness. These may include “primary” dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except on qualified public depository as established by state statutes.

The Village Board authorizes the Finance Director to invest up to FDIC limits in any federally insured financial institution, subject to appropriate diversification (see section 11 of this policy). Fund splitting programs wherein investments in CDs, money market accounts, or other allowable investments are held by various participating banks as part of a larger umbrella corporation are allowed so long as FDIC insurance protection secures the full value of the Village’s investment.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of state registration
- certification of having received and read the Village’s investment policy

- depository contracts

8.0 **Authorized and Suitable Investments:**

The Village may invest in any type of security authorized by the State of Illinois Public Funds Investment Act (30 ILCS 235/) regarding the investment of public funds. Approved investments include:

- Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.
- Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
- Interest bearing savings accounts, interest bearing certificates of deposit or interest bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act and which are insured by the Federal Deposit Insurance Corporation.
- Illinois Public Treasurer's Investment Pool (Illinois Funds)
- Illinois Municipal Investment Fund (IMET)
- Other local government investment pool, organized in accordance with state statute
- Short-term obligations of corporations (commercial paper) organized in the United States with assets exceeding \$500 million and rated at the time of purchase at one of the three highest classifications established by at least two standard rating services. Investments must mature within 270 days from the date of purchase. Such purchase may not exceed 10% of the corporation's outstanding obligations and no more than 10% of the Village's funds may be invested in commercial paper.
- Short-term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally by savings and loan associations incorporated under the laws of this state or any other state or under the laws of the United States. Investments may be made only in those savings and loan associations of which the shares, or investment certificates are insured by the Federal Deposit Insurance Corporation.
- Interest bearing bonds of any county, township, city, village, incorporated town, municipal corporation, or school district, of the State of Illinois, of any other state, or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law. The bonds shall be registered in the name of the Village or held under a custodial agreement at a bank. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.

See section 11.1 Rebalancing for information on a regular review of the Village's investments.

9.0 **Collateralization:**

It is the policy of the Village of Glen Ellyn and in accordance with the GFOA's Recommended Practices on the Collateralization of Public Deposits (attachment 1), the Village requires that funds on deposit in excess of FDIC limits be secured by some form of collateral. The Village will accept any of the following assets as collateral:

- Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities
- Obligations of the State of Illinois

The Village reserves the right to accept/reject any form of the above named securities.

The Village also requires that all depositories that hold Village deposits in excess of the FDIC limit must utilize and execute a collateral agreement which is of a form approved by the Village.

The amount of collateral provided will not be less than 110% of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed monthly, and additional collateral will be required when the ratio declines below the level required and collateral will be released if the fair market value exceeds the required level. Pledged collateral will be held in safekeeping, by an independent third party depository, or the Federal Reserve Bank of Chicago, designated by the Village of Glen Ellyn and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Village of Glen Ellyn. The Village of Glen Ellyn realizes that there is a cost factor involved with collateralization and the Village will pay any reasonable and customary fees related to collateralization.

10.0 **Safekeeping and Custody:**

All security transactions, including collateral for repurchase agreements, entered into by the Village of Glen Ellyn shall be conducted on a delivery-verses-payment (DVP) basis. Securities will be held by a third party custodian designated by the Finance Director and evidenced by safekeeping receipts.

11.0 **Diversification and Rebalancing:**

In order to reduce the risk of default, the investment portfolio of the Village of Glen Ellyn shall not exceed the following diversification limits unless specifically authorized by the Village Board:

- No financial institution shall hold more than 25% of the Village's investment portfolio, exclusive of U.S. Treasury securities in safekeeping and public investment pools. This does not include custodial accounts, where a financial institution will hold individual securities that are in the Village's name. Public investment pools, such as the Illinois Metropolitan Investment Fund and the Illinois Trust, may comprise up to 25% each of the Village's investment portfolio. The Illinois Treasurer's Investment Pool (the Illinois Funds), may comprise up to 75% of the Village's investment portfolio.
- Monies deposited at a financial institution shall not exceed 15% of the capital stock and surplus of that institution.
- Commercial paper shall not exceed 10% of the Village's investment portfolio.

11.1 **Rebalancing:**

On a quarterly basis, the investment portfolio shall be evaluated to determine if the investment mix should be rebalanced to achieve appropriate diversification. If the Village becomes aware of issues or concerns with a particular investment, the Village will take steps to address them in a timely manner, including ending the relationship or rebalancing the portfolio, or other action as appropriate.

At least annually, the Village will verify that each investment remains consistent with the Village's investment objectives. If one or more investments do not, or have changed its risk perspective, duration, or other factor that is not favorable to the Village or its portfolio, the Village will consider replacement of said investment, or rebalancing so the Village's overall portfolio remains consistent with this policy.

When the portfolio is rebalanced, efforts should be made to minimize negative effects that may occur from selling assets prior to maturity.

11.2 Target diversification:

The Finance Commission Investment Subcommittee will develop a target diversification. Changes to the target diversification may occur with the quarterly review of the investment portfolio, or more often if necessary. In an emergency situation, where the Village Staff believes there is significant risk by one financial institution or type of security, with both Village Manager and Finance Director approval, the Village may exceed these diversification limits, so long as the legal limits outlined by 30 ILCS 235 are not exceeded. In such an event, both the Village Board and Finance Commission shall be promptly notified of the event.

11.3 Criteria for ending an investment relationship:

The Village will objectively evaluate the performance of all investments within the portfolio. Each investment will be evaluated relative to its benchmark and peer investments in the order of the Village's investment objectives (section 4 of this policy) to determine if an investment should be retained or sold. Other considerations may include, but are not limited to, costs (or benefits) to liquidate versus hold, suitable replacement investment alternatives, portfolio diversification or rebalancing, change in credit rating or other credit risk factor, change in one or more risk factor, change in the investment's strategy or methodology, change in legal status or environment, customer service issues, among others.

12.0 Maximum Maturities:

To the extent possible, the Village of Glen Ellyn will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village will not directly invest in securities maturing more than five years from the date of purchase.

Reserve funds may be invested in securities exceeding five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds. Any investment purchased with a maturity longer than five years must be supported with written documentation explaining the reason for the purchase and must be specifically approved by the Village Board.

13.0 **Internal Controls:**

The Finance Director, with the approval of the Village Manager, is responsible for establishing and maintaining an internal control structure designed to protect the assets of the Village of Glen Ellyn from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The best controls prevent frauds from taking place. When that is not possible, compensating controls will be implemented to detect fraud. Internal controls and compensating controls will be documented as part of the written procedures (Section 5.0).

Internal controls, including, but not limited to, the following subject matters will be in place:

- Segregation of duties and clear delegation of authority,
- Multiple signers required for wire transfers,
- Bank reconciliations performed and reviewed on a monthly basis,
- Monitoring bank and investment activity by multiple individuals,
- Monthly balance sheet reports provided to and reviewed by department managers,
- Monitoring of collateral agreements and custodial safekeeping,
- Establishing new accounts, new wire transfers/ACH, and new investment relationships.

14.0 **Performance Standards:**

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

14.1 **Market Yield (Benchmark):**

The Village's investment strategy is passive. Given this strategy, the basis used by the Finance Director to determine relative performance with comparable market yields shall be the three-month U.S. Treasury Bill. An additional benchmark of the average Illinois Funds rate will be utilized to track investment performance against the Village's liquid/short-term investment earnings.

15.0 **Reporting:**

The Finance Director shall prepare quarterly investment reports to the Village Manager, Village Board and Finance Commission that provide a clear picture of the status of the current investment portfolio. This management summary will be prepared in a manner which will allow the entity to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will include the following:

- A listing of individual securities held at the end of the reporting period,
- Average weighted yield to maturity of portfolio on Village investments as compared to applicable benchmarks,
- Listing of investments by maturity date,
- The percentage of the total portfolio which each type of investment represents,
- The percentage of the total portfolio which each institution is holding,
- The percentage of the total portfolio broken down by defined maturity periods, and
- Principal and type of investment by fund.

Each month, the Finance Director will provide a report to the Village Manager, Village Board, and Finance Commission covering more basic investment reporting including asset value, investment rate of return, and investment income.

15.1 Marking to Market:

A statement of the market value of the portfolio shall be issued at least quarterly. Review should be consistent with the GFOA Recommended Practice on Mark-to-Market Practices for State and Local Government Investment Portfolios and Investment Pools (attachment 2).

16.0 Investment Policy Adoption:

The Village of Glen Ellyn's investment policy shall be adopted by resolution of the Village Board of Trustees. This policy shall be reviewed on an annual basis by the Finance Commission Investment Subcommittee and any modifications made thereto must be approved by the Village Board of Trustees.

17.0 Finance Commission Investment Subcommittee:

The Finance Commission Chair, with the advice and consent of the Village President, shall appoint two Finance Commission members to a Finance Commission Investment Subcommittee. This subcommittee will review and provide recommendations regarding the Village's investment portfolio, policies, practices, and reporting.

Appendix

Calendar of activity

Monthly

- Abbreviated investment reporting (section 15.0)
- Review collateral (9.0)

Quarterly

- Investment report (15.0)
- Marking to market (15.1)
- Review portfolio for rebalancing (11.1)
- Review target diversification (11.2)

Annually

- Detailed review of investments for continued compliance (11.1)
- Finance Commission Investment Subcommittee review investment policy (16.0)

Attachment 1

GFOA Best Practice

Collateralizing Public Deposits (1984, 1987, 1993, 2000, 2007, 2010) (TIM)

Background. The safety of public funds should be the foremost objective in public fund management. Collateralization of public deposits through the pledging of appropriate securities or other instruments (i.e. surety bonds or letters of credit) by depositories is an important safeguard for such deposits. The amount of pledged collateral is determined by a governmental entity's deposit level and the policy or legal required collateral margin. Some states have established programs for the pooling of collateral for deposit of public funds.

Federal law imposes certain limitations on collateral agreements between financial institutions and public entities in order to secure governmental entity deposits. Under certain circumstances, as are discussed in recommendations below, the Federal Deposit Insurance Corporation (FDIC) may void an otherwise perfected security interest and leave the governmental depositor with only the right to share with other creditors in the pro rata distribution of the assets of a failed institution for the amount of deposits that exceed the FDIC coverage. Separate governmental "corporations" such as economic development corporations or water supply corporations, etc., do not fulfill the FDIC's definition of "public unit"¹ and therefore even accurately completed collateral definition may not be honored by the FDIC on a bankruptcy.

Recommendation. The Government Finance Officers Association (GFOA) recommends the use of a written agreement with pledging requirements as protection for state or local government's deposits. GFOA encourages governmental entities to establish adequate and efficient administrative systems to monitor such pledged collateral, including state or locally administered collateral pledging or collateral pools. To accomplish these goals, GFOA recommends the following:

1. Governmental entities should implement programs of prudent risk control. Such programs could include a formal depository risk policy, credit analysis, and use of fully secured investments. In the absence of a state program for pooling collateral, public entities should establish and implement collateralization procedures, including procedures to monitor their collateral positions. Monitoring informs a public entity of undercollateralization, which may threaten the safety of an entity's deposits, and overcollateralization, which may increase the cost of banking services. Governmental entities however can not and should not accept the liability for maintaining collateral levels which liability must fall to the financial institution.
2. Governmental entities/depositors should take all possible actions to comply with state and federal requirements in order to ensure that their security interests in collateral pledged to secure deposits are enforceable against the receiver of a failed financial institution. Federal law provides that a depositor's security agreement, which tends to diminish or defeat the interest of the FDIC in an asset acquired by it as receiver of an insured depository, shall not be valid against the FDIC unless the agreement:
 - o is in writing;
 - o was approved by the board of directors of the depository or its loan committee and²
 - o has been, continuously, from the time of its execution, an official record of the depository institution.³

3. Governmental entities should have all pledged collateral held at an independent third-party institution outside the holding company of their bank, and evidenced by a written agreement in an effort to satisfy the Uniform Commercial Code (UCC) requirement for control. The UCC states that the depositor does not have a perfected interest in a security unless the depositor controls it. Control means that swaps, sales, and transfers cannot occur without the depositor's written approval.

- o The value of the pledged collateral should be marked to market monthly, or more frequently depending on the volatility of the collateral pledged. Some state statutes do dictate a minimum margin level for collateral based on deposit levels (e.g., Georgia and Minnesota statutes require 110 percent). If not, the margin levels should be at least 102 percent, depending on the liquidity and volatility of the collateral pledged. State statutes also govern whether minimum margin levels apply to principal only or to accrued interest as well. On a sale, accrued interest would be received. Governmental entities should review applicable state statutes and confirm compliance.
- o Substitutions of collateral should meet the requirements of the collateral agreement, be approved, by the entity in writing prior to release, and the collateral should not be released until the replacement collateral has been received.
- o The public entity should require reporting directly from the custodian. The custodian should warrant and be signatory to the agreement
- o Reporting by the third party institution should at a minimum be monthly.

4. The pledge of collateral should comply with the investment policy or state statute, whichever is more restrictive. Governmental entities should know and understand securities pledged as collateral.

5. Governmental entities that use surety bonds in lieu of collateral should limit the insurers to those of the highest credit quality as determined by a nationally recognized insurance rating agency. A thorough review of the terms of the bond is required.

6. The governmental entity should thoroughly review the terms and conditions of any letters of credit, including those issued by a federal agency or government sponsored enterprise.

7. The governmental entity should establish and follow procedures for on-going review of collateral.

Note: As a result of the court case North Arkansas Medical Center v. Barrett, 963 F.2d 780 (8th Cir. 1992), the FDIC issued a policy statement in March 1993 indicating that it would not seek to void a security interest of a federal, state, or local public unit solely because the security agreement did not comply with the contemporaneous execution requirement set forth in Section 13(e) of the Federal Deposit Insurance Act 12 U.S.C.1823(e). The policy statement was officially enacted by Section 317 of the Riegle Community Development and Regulatory Improvement Act of 1994 (Public Law 103-325).

References:

- GFOA Sample Security Agreement (long and short versions), www.gfoa.org, 2009.
- GFOA Sample Custodial Trust Agreement, www.gfoa.org, 2006.
- An Introduction to Collateralizing Public Deposits for State and Local Governments, Second Edition, M. Corinne Larson, GFOA, 2006.

- *Investing Public Funds, Second Edition*, Girard Miller with M. Corinne Larson and W. Paul Zorn, GFOA, 1998.
- FDIC Act (12 U.S.C. 1811 et seq. and 12 C.F.R. Part 330.330.15 Public Unit Accounts (www.FDIC.gov))

Approved by the GFOA's Executive Board, October 23, 2007.

¹For deposit insurance purposes, the term "public unit" includes a state, county, municipality, or "political subdivision" thereof. Governments should review Section 330.15 of the FDIC's regulations (12 C.F.R. 330.15) to identify if they fall within the FDIC's definition of 'public unit' and to determine whether they are public entity qualifying for collateral protection under the definition. This information can be found at <http://www.fdic.gov/deposit/deposits/FactSheet.html>

²The FDIC does not require every transaction to be reviewed by the board of directors. The board may fulfill this function by setting parameters and authorizing a particular officer to carry out its wishes. The officer would be performing ministerial acts on behalf of the board. (FDIC Interpretive Letters)

³Corporate resolutions that list specific officers who are authorized by the board of directors to execute agreements securing public deposits will meet this requirement.

Attachment 2

BEST PRACTICE

Mark-to-Market Reporting Practices for State and Local Government Investment Portfolios (1995, 2000, 2003, 2005, and 2008) (TIM)

Background. Market risk is significant in public investment portfolios. Due to price volatility, valuing investments at their current price is necessary to provide a realistic measure of a portfolio's true liquidation value. Over time, reporting standards for state and local government investment portfolios have been enhanced so that investors, governing bodies, and the public remain informed of the current market value of the portfolio. Regular disclosure of the value of a governmental entity's investments is an important step to furthering taxpayer and market confidence in state and local government investment practices. The Governmental Accounting Standards Board (GASB) has also recognized the need to report investments at fair value at fiscal year end. Government officials should be aware of state, local, accounting, and rating agency requirements regarding mark to-market practices.

Recommendation. The Government Finance Officers Association (GFOA) recommends that state and local government officials responsible for investment portfolio reporting determine the market value of all securities in the portfolio on at least a quarterly basis. These values should be obtained from a reputable and independent source and disclosed to the governing body or other oversight body at least quarterly in a written report. The independent source of pricing should not be one of the parties to the transaction being valued and could include:

1. a broker or other financial institution who was not a counterparty to the transaction,
2. the custodial bank if the bank was not a counterparty to the transaction,
3. publicly available publications such as the Wall Street Journal, or
4. other pricing services for which a separate fee would be paid.

It is recommended that the written report include the market value, book value, and unrealized gain or loss of the securities in the portfolio.

If there is a significant event in the local or national economy that might affect the value of the portfolio, then a mid-term valuation of the portfolio should be conducted. Governments that employ a more active portfolio management style should consider more frequent marking to market and reporting.

References

- *GASB Statement 31 and Implementation Guide, Accounting and Financial Reporting for Certain Investment and for External Investment Pools*, March, 1997.
- *Investing Public Funds, Second Edition*, Girard Miller with M. Corinne Larson and W. Paul Zorn, GFOA, 1998.
- *Investment Procedures and Internal Controls Guideline*, GFOA, May 2003.
- *Elected Official's Guide Investing, Second Edition*, Sofia Anastopoulos, GFOA, 2007.

Approved by the GFOA's Executive Board, February 22, 2008.



Glen Ellyn Village Board

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Policy
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3357)

DOC ID: 3357

**Approve an Amendment to the Investment Policy of the Village of
Glen Ellyn (Finance Director Coyle)**

See previous agenda item for Memo.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Resolution
Prepared By: Lindsey Kaminsky

SCHEDULED

RESOLUTION 18-15

DOC ID: 3353

Resolution No. 18-15, A Resolution to Determine the Status of Minutes of Certain Executive Sessions Held in 2016, 2017 & 2018 and to Authorize the Destruction of Minutes, Audio or Video Recordings of Certain Executive Sessions Held in 2015 & 2016 (Village Attorney Mathews)



Village of Glen Ellyn

Resolution No. 18-15

A Resolution to Determine the Status of Minutes of Certain Executive Sessions Held in 2016, 2017 & 2018 and to Authorize the Destruction of Minutes, Audio or Video Recordings of Certain Executive Sessions Held in 2015 & 2016

Whereas, the President and Board of Trustees of the Village of Glen Ellyn have met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and

Whereas, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

Whereas, pursuant to the requirements of 5 ILCS 120/2.06(d), the President and Board of Trustees met in executive session on May 14, 2018 to review minutes of executive sessions held in 2017 and 2018 and to review again minutes of executive sessions held in 2016 and 2017 that had previously been classified as requiring confidential treatment; and

Whereas, the President and Board of Trustees have determined that the minutes, or portions of the minutes, for the executive sessions listed on Exhibit "A" attached hereto no

longer require confidential treatment and may now be available for public inspection;

Whereas, for the verbatim record by tape or disc of the executive session meetings listed on Exhibit “B”, at least eighteen (18) months have passed since the completion of those meetings, and this governmental body has approved written minutes for each of the meetings or portions of meetings and hereby orders the destruction of the verbatim record for the executive sessions listed on Exhibit “B” attached hereto even if it continues to withhold the approved written minutes of the closed session until some later period of time;

Now, therefore be it resolved by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The minutes, or portions of the minutes so designated, for those executive sessions listed on Exhibit “A” attached hereto are hereby released from confidential treatment and are now available for public inspection and hereby orders the destruction of the verbatim record by tape or disc for those executive sessions listed on Exhibit “B” attached hereto.

Section Two: The Village Clerk is hereby authorized and directed to make said minutes, or portions of said minutes, available for inspection and copying in accordance with the standing procedures of the Clerk’s office.

Section Three: This Resolution shall be in full force and effect from and after its passage.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2018.

Ayes: Diane McGinley Craig Pryde John Kenwood Pete Ladesic Bill Enright Mark Senak Gary Fasules
Nays: Diane McGinley Craig Pryde John Kenwood Pete Ladesic Bill Enright Mark

Resolution 18-15

Meeting of May 29, 2018

Senak Gary Fasules Absent: Diane McGinley Craig Pryde John Kenwood Pete Ladesic Bill Enright Mark Senak Gary Fasules

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2018.

Attest: _____
Village President of the
Village of Glen Ellyn, Illinois

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published and posted on the _____ day of _____, 2018)

Resolution 18-15

Meeting of May 29, 2018

Exhibit “A”**MINUTES OF EXECUTIVE SESSIONS IN 2016
AVAILABLE FOR PUBLIC INSPECTION**

Meeting Date	Topic
5/23/2016	Pending Litigation Update

Minutes**Executive Session****Glen Ellyn Village Board of Trustees****Monday, May 23, 2016****Call to Order**

Manager Franz called the meeting to order at 8:45 p.m. for the purpose of discussing pending litigation.

Roll Call

Upon roll call, President Demos and Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak answered "Present."

Staff In Attendance: Village Manager Franz, Village Attorney Mathews, Assistant Village Manager Stonitsch and Finance Director Christina Coyle.

Meeting Discussion

Attorney Mathews gave an update on the two pending litigations which have both been continued to July. There was a discussion and questions around these two litigations.

President Demos stated Village Manager Franz, Attorney Mathews, Trustee Elliott and Trustee Senak should meet to further discuss the litigation with the hotels and develop a plan for what the Village's options are moving forward.

Adjournment

At 9:20 p.m., a motion was made by Trustee Elliot and seconded by Trustee Senak to adjourn. Motion carried.

Resolution 18-15

Meeting of May 29, 2018

**MINUTES OF EXECUTIVE SESSIONS IN 2017
AVAILABLE FOR PUBLIC INSPECTION**

Meeting Date	Topic
5/22/2017	Pending Litigation Update
9/11/2017	Minute Review

**Minutes
Executive Session
Glen Ellyn Village Board of Trustees
Monday, May 22, 2017**

Call to Order

Village Manager Franz called the meeting to order at 9:32 p.m. for the purpose of discussing pending litigation.

Roll Call

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak answered "Present."

In Attendance: Recording Secretary Solomon, Village Manager Franz, Village Attorney Mathews and Assistant Village Manager Stonitsch.

Meeting Discussion

Attorney Mathews gave a status update on the pending litigation the Village is involved in and stated he is seeking authority from the Board to settle the case with a confidential settlement amount. There was a discussion on the settlement amount, and the Village Board agreed with the amount. Attorney Mathews stated he would go to the judge with this amount tomorrow.

Adjournment

At 9:40 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Pryde to adjourn. Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Minutes**Executive Session****Glen Ellyn Village Board of Trustees****Monday, September 11, 2017****Call to Order**

President McGinley called the meeting to order at 10:17 p.m. for the purpose of discussing pending litigation.

Roll Call

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules, Kenwood, Ladesic and Senak answered "Present." Trustee Pryde was excused.

In Attendance: Recording Secretary Solomon, Village Manager Franz, Village Attorney Mathews and Planning and Development Director Hulseberg.

Meeting Discussion

Attorney Mathews stated the Board needs to review the Executive Session minutes on a bi-annual basis, and the Board reviewed the Executive Session minutes from 2016 & 2017.

Attorney Mathews stated the Executive Session minutes from September 19, 2016, October 24, 2016, November 7, 2016 and January 9, 2017, would be released to be approved at a future Village Board meeting. Attorney Mathews stated due to ongoing litigation, purchase of Village property and other ongoing Village matters, all other Executive Session minutes from 2016 and 2017 that were not released will be held. There was a discussing regarding review of these minutes by the Board before an Executive Session.

Attorney Mathews gave a status update on the two pending litigation cases the Village is involved in. There was a discussion on these two cases.

Adjournment

At 10:30 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Fasules to adjourn. Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Resolution 18-15

Meeting of May 29, 2018

EXHIBIT “B”**Authorized Destruction of Minutes and Audio Recordings
of Certain Executive Sessions in 2015 & 2016**

Meeting Date	Topic
4/27/2015	Review of Closed Session Minutes; Employment Discussion
05/18/2015	Employee Discussion; General Manager Position
05/23/2016	Pending Litigation Update
09/19/2016	Pending Litigation Update
10/24/2016	Employee Compensation Plans 2017
11/07/2016	Employee Compensation Plans 2017



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Audit
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3350)

DOC ID: 3350

Finance Director Christina Coyle and Jamie Wilkey from Lauterbach and Amen, LLP will present the December 31, 2017 Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2017. 2. Motion to accept the Village's Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2017

Background

Each year, the Village must undergo an audit of its financial statements. Attached to this item is the Village's audited financial statements for the fiscal year 2017. This was the Village's third calendar fiscal year and ran from January 1, 2017 to December 31, 2017.

Financial Statement Highlights

Opinion

The Village received an "unmodified" audit opinion, which is the best possible outcome resulting from the independent audit process. An unmodified opinion means that no exceptions were noted which would result in a material misstatement of financial information presented. The opinion can be found on pages 1-3 of the attached document. Our auditors from Lauterbach and Amen, LLP will be in attendance at the meeting to answer any questions the Board may have.

Management's Discussion and Analysis

Immediately following the auditor's opinion letter is the Management's Discussion and Analysis. This provides a narrative summary of the results of the Village operations and financial position as of December 31, 2017. This is the best place for a casual reader to focus their attention for an overview of the Village's financial performance.

General Fund Financial Performance

The best pages to review General Fund financial performance is on page 71-84 where detailed comparisons to budget and the prior year can be found. The General Fund balance decreased by \$264,351. In 2017, the General Fund contributed \$300,000 of Federal Forfeiture monies to the Capital Projects Fund to pay for a portion of the police station. The General Fund also transferred \$548,331 to the Facilities Maintenance Reserve Fund, which was the General Fund operating surplus realized in FY2016. If the General Fund decrease in net position was normalized for these one-time non-operating events, the operating surplus would be as follows:

Decrease in Fund Balance per audit: \$(264,351)
Remove Police Station Transfer: \$300,000
Remove Facilities Maintenance Reserve Transfer: \$548,331
Subtract encumbrances rolled over to 2018: \$(172,208)
Adjusted General Fund Increase in Fund Balance: \$411,772

This compares to a surplus of \$548,331 in 2016 and \$1.2 million in 2015.

Management Letter

The auditing firm also issued a management letter which is attached to this agenda item. Management's comments are included within the letter.

Distribution of the General Fund Surplus

Staff will be discussing with the Village Board and Finance Commission the potential options for distributing the General Fund surplus for 2017 at future meetings, including the Village Board workshop following the May 29, 2018 Board meeting. Board approval of the surplus distribution will occur at a future meeting.

Action Requested

Motion to accept the Village's Comprehensive Annual Financial Report for the fiscal year ended December 31, 2017.

ATTACHMENTS:

- FINAL Glen Ellyn 2017 Management Letter (PDF)
- FINAL Glen Ellyn CAFR 1217 (PDF)

VILLAGE OF GLEN ELLYN, ILLINOIS

MANAGEMENT LETTER

FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2017



May 11, 2018

The Honorable Village President
Members of the Board of Trustees
Village of Glen Ellyn, Illinois

In planning and performing our audit of the financial statements of the Village of Glen Ellyn (Village), Illinois, for the year ended December 31, 2017, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

We do not intend to imply that our audit failed to disclose commendable aspects of your system and structure. For your consideration we herein submit our comments and suggestions which are designed to assist in effecting improvements in internal controls and procedures. Those less significant matters, if any, which arose during the course of the audit, were reviewed with management as the audit field work progressed.

The accompanying comments and recommendations are intended solely for the information and use of the Village Board of Trustees, management, and others within the Village of Glen Ellyn, Illinois.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Village personnel. We would be pleased to discuss our comments and suggestions in further detail with you at your convenience, to perform any additional study of these matters, or to review the procedures necessary to bring about desirable changes.

We commend the finance department for the well prepared audit package and we appreciate the courtesy and assistance given to us by the entire Village staff.

Lauterbach & Amen LLP
LAUTERBACH & AMEN, LLP

CURRENT RECOMMENDATION**1. FUNDS OVER BUDGET****Comment**

During our current year-end audit procedures, we noted that the following funds had an excess of actual expenditures/expenses over budget for the previous fiscal year and current fiscal year:

<u>Fund</u>	<u>12/31/17</u>
Debt Service	100
Village Links/Reserve 22	57,504
Residential Solid Waste	81,648

Recommendation

We recommend the Village investigate the causes of the funds over budget and adopt appropriate future funding measures.

Management Response

The Debt Service Fund was over budget as the paying agent fee was increased from previous years which was beyond the Village's control. The budget overage for Village Links/Reserve 22 was due to a Reserve 22 variance, primarily due to increased personnel costs. Finally, the Residential Solid Waste Fund was over budget due to a year-end adjustment to prepare for the annual audit. In consultation with the auditors, an extra refuse payment was recorded to align the timing of the accrual. Had this entry not been made, the fund would have remained below budget.

PRIOR RECOMMENDATIONS**1. GOLF COURSE INTERNAL CONTROLS****Comment**

Currently and previously, the Golf Course performs various finance and accounting related functions utilizing a separate set of internal controls in certain situations, particularly in the areas of cash handling, banquet related transactions, refunds, etc. A strong internal control environment would include the documentation of these transactions, including the specific procedures and control practices performed by Golf Course personnel. Further, the control environment of the Village should provide for periodic review and inspection of those procedures to ensure a strong control environment.

Recommendation

Although no specific areas of concern were noted during the audit, we recommended that the Village's finance staff work with Golf Course staff to ensure the transactions noted above that require a separate set of internal controls be fully documented. Further, we recommended that periodically the Village finance department staff test those controls through observation, periodic counts of inventories, testing of transactions, etc. Over the course of the next several months, Lauterbach & Amen, LLP will also work with the Village to coordinate a date to review Golf Course procedures that are being developed and test controls for the transactions noted above.

Management Response

A draft narrative has been prepared of the internal controls over cash handling for the golf course and Reserve 22 and has been provided to the auditors. This draft is being reviewed by Village Links/Reserve 22 management and other Village staff and will be finalized after comments are reviewed and updated. In 2017, the Business Office Coordinator did become involved with the cash reconciliation process providing for better segregation of duties over cash handling. Moving into 2018, the Business Office Coordinator will perform periodic reviews of the cash handling process to determine that the procedures and controls outlined in the narrative are being performed as designed.

Status

This comment has not been implemented and will be repeated in the future.

PRIOR RECOMMENDATIONS – Continued**2. GASB STATEMENT NO. 74 FINANCIAL REPORTING FOR POST-EMPLOYMENT BENEFIT PLANS OTHER THAN PENSION PLANS AND GASB STATEMENT NO. 75 ACCOUNTING AND FINANCIAL REPORTING FOR POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS****Comment**

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 74, *Financial Reporting for Post-Employment Benefits Plans Other Than Pension Plans*, which applies to individual postemployment benefit plans, and Statement No. 75, *Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions*, which applies to the state and local government employers that sponsor the plans. The Statements apply to the reporting of other post-employment benefits, including medical, dental, life, vision and other insurance coverages provided by the employer post-employment. The Statements establish standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures related to the other post-employment benefit plans, and specifically identify the methods and assumptions that are to be used in calculating and disclosing these OPEB accounts in the financial statements. The Statements also provide for additional note disclosures and required supplementary information and are intended to improve information provided by state and local government employers regarding financial support to their OPEB plans. GASB Statement No. 75 applies to the employer's reporting of other post-employment benefit plans and is applicable to the Village's financial statements for the year ended December 31, 2018.

Recommendation

We recommended that the Village reach out to the private pension actuary engaged to provide the OPEB actuarial calculations in order to confirm the timeline for implementation and to review requested materials that will be required in order to implement the provisions and requirements of the new Statements. Lauterbach & Amen, LLP will also work directly with the Village to assist in the implementation process, including assistance in determining the implementation timeline with the Village and private actuary, providing all framework for the financial statements in order to complete the implementation, and assist in answering any questions or concerns the Village might have related to the implementation process or requirements.

Status

This comment has not been implemented and will be implemented for the year ended December 31, 2018, when required.

PRIOR RECOMMENDATIONS – Continued**3. FUNDS WITH DEFICIT FUND BALANCES****Comment**

Previously, we noted a fund with deficit fund balance. See the following fund and the December 31, 2015 fund balance compared to the December 31, 2016 fund balance:

<u>Fund</u>	<u>12/31/15</u>	<u>12/31/16</u>
Roosevelt Road TIF	\$ (41,678)	(18,528)

Recommendation

We recommended the Village investigate the causes of the various deficits and adopt appropriate future funding measures.

Status

This comment has been implemented and will not be repeated in the future.

VILLAGE OF GLEN ELLYN, ILLINOIS

COMPREHENSIVE ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2017

VILLAGE OF GLEN ELLYN, ILLINOIS

**COMPREHENSIVE
ANNUAL FINANCIAL REPORT**

**FOR THE FICAL YEAR ENDED
DECEMBER 31, 2017**

Prepared by:
Finance Department

Christina Coyle
Finance Director

Lori Thomas
Assistant Finance Director

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INTRODUCTORY SECTION

This section includes miscellaneous data regarding the Village of Glen Ellyn, including:

- List of Principal Officials
- Organizational Chart
- Letter of Transmittal
- GFOA Certificate of Achievement for Excellence in Financial Reporting

VILLAGE OF GLEN ELLYN, ILLINOIS

List of Principal Officials
December 31, 2017

LEGISLATIVE

Diane McGinley, President

Board of Trustees

Gary Fasules, Trustee

Peter F. Ladesic, Trustee

Bill Enright, Trustee

Craig Pryde, Trustee

John Kenwood, Trustee

Mark Senak, Trustee

John Chereskin, Village Clerk

ADMINISTRATIVE

Mark Franz, Village Manager

Christina Coyle, Finance Director

Lori Thomas, Assistant Finance Director





May 11, 2018

Village President
Diane McGinley

Trustees
Bill Enright
Gary Fasules
John Kenwood
Pete Ladesic
Craig Pryde
Mark Senak

Village Manager
Mark T. Franz

Village Attorney
Gregory S. Mathews

Civic Center
535 Duane Street
Glen Ellyn, IL 60137

Administration
630-469-5000

Finance
630-547-5235

Planning and Development
630-547-5250

Police
65 South Park Boulevard
Glen Ellyn, IL 60137
630-469-1187

Public Works
30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756

The Village Links
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180

Honorable President
Members of the Village Board
Citizens of the Village of Glen Ellyn

State law requires that every general-purpose local government publish within six months of the close of each fiscal year a complete set of audited financial statements (65 ILCS 5/8-8-3). This Comprehensive Annual Financial Report of the Village of Glen Ellyn (Village) is published to fulfill that requirement for the fiscal year ended December 31, 2017.

Management of the Village assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Lauterbach & Amen, LLP, the Village's independent auditors, have issued an unmodified opinion on the Village of Glen Ellyn's financial statements for the fiscal year ended December 31, 2017. The independent auditor's report is located on pages 1 through 3 of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction.

Profile of the Village of Glen Ellyn

Located approximately 25 miles west of Chicago in DuPage County, the Village of Glen Ellyn encompasses a 6.7 square mile area and is home to 27,450 residents based on the 2010 Federal Census. The population based upon a 2015 census update is 27,767. The Village was incorporated on July 5, 1892 and as of June 9, 1994, operates as a home-rule unit of government. The Village is primarily residential and commercial in nature, with housing stock consisting of about 6,800 detached single-family homes and about 4,300 multi-family dwelling units.

The Village operates under a trustee form of government as defined by Illinois Compiled Statutes. The Village President, Village Clerk, and six trustees are

elected at large to serve four year terms, with three trustees elected every second year. The Village Manager is appointed by the Village President, with the advice and consent of the Village Board. Department directors are hired by the Village Manager with the consent of the Village Board.

The Village Manager is the chief administrative officer of the Village and is responsible for day-to-day operations. The Village Manager oversees a team of six department directors including Finance, Police, Village Links golf course and Reserve 22 restaurant, Public Works, Legal, and Planning and Development.

The financial reporting entity (the Village) includes all the funds of the primary government (i.e., the Village of Glen Ellyn). The Village provides a wide range of services including police protection; water and sanitary sewer services; the construction and maintenance of highways, streets and other public infrastructure; planning and development; refuse removal; commuter parking facilities and a number of cultural and recreational activities.

The accounts of the Village are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that make up its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures. Resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled.

The Village's accounting records are generally maintained on the modified accrual basis of accounting. Revenues are recognized when measurable and available to liquidate obligations of the current period and expenditures are recorded when a liability is incurred that is expected to draw upon current financial resources. The modified accrual accounting records are the basis for determining budgetary compliance. After the end of the fiscal year, various adjustments are made to the accounting records which enable the Village to prepare the government-wide and proprietary fund financial statements on the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred.

The Village provides a wide framework of internal controls covering many aspects of financial and resource management and reporting. As a recipient of federal and state financial assistance, we are responsible to ensure and document compliance with applicable laws and regulations related to these programs. These internal controls are subject to periodic evaluation by management.

In addition, the Village maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual budget approved by the Village Board. Activities of the general fund, special revenue funds, debt service fund, capital projects funds, enterprise funds, internal service funds and pension trust fund are included in the annual budget. The level of budgetary control (i.e., the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level. The Village also maintains an encumbrance accounting system as one method of maintaining budgetary control. Encumbered amounts lapse at year-end. However, outstanding encumbrances generally are re-appropriated as part of the following year's budget.

As demonstrated by the statements and schedules included in this report, the Village continues to meet its responsibility for sound financial management.

Factors Affecting the Village's Economic Condition

Economic Outlook. The Village has a strong property tax base which is founded primarily in its residential housing stock. Total assessed value decreased in the years following the economic downturn which started in 2008, but began to increase in 2015. Total assessed value still has not rebounded to its levels before the 2008 downturn. 2017 assessed value increased by 4.9% over 2016.

Glen Ellyn enjoys a stable and diversified commercial and retail sales base with shopping centers along the Roosevelt Road corridor, in the downtown central business district and at Historic Stacy's Corners. In FY2012, the Village created the Central Business District (CBD) Tax Increment Financing (TIF) District in order to further promote maintaining and building upon the vitality of the downtown. In FY2014, the Village created the Roosevelt Road Tax Increment Financing (TIF) District in the Roosevelt Road corridor. The Village's strategic goals cite the importance of proactive economic development to attract and retain key businesses in the Village.

The Village began experiencing declines in several general operating revenues in the later part of FY2009 due to the global economic recession. As a result, the Village took measures to reduce its operating expenditures as well as instituted a new 1% local sales tax in July 2009 to aid in maintaining services provided to the community. Starting July 1, 2017, the State of Illinois began charging an administrative fee of 2% of gross local sales tax revenues. Over an annual period, this will cost the Village approximately \$40,000.

In FY2014 and FY2015, the income tax received from the State of Illinois grew appreciably. However in FY2016, this revenue began to decrease as a result of legislative tax code changes. In FY2017, the State mandated a 10% reduction in the income tax from July 1, 2017 to June 30, 2018. This is approximately a \$250,000 reduction. This reduction could be continued in future years based upon the State's budget. The Village will continue to closely monitor this revenue stream.

Investment in Public Infrastructure. The Village continues its strong focus on maintaining and improving its infrastructure assets which contribute toward the quality of life in Glen Ellyn. In FY2017, the Village invested over \$11.5 million into the replacement, improvement or expansion of public infrastructure assets with an emphasis on the following:

- Continued improvement to the Village's roadway and storm sewer system as part of the 20 year street replacement program.
- Replacement or repair of water main and sanitary sewer lines primarily in areas where street and storm sewer projects are being completed.

- Construction of a new, stand-alone police station. The Village Board approved construction of a police station in 2015 and bonds were issued to finance the project. This new facility will allow the police department to operate in a space designed to address the public safety needs of the 21st century. The new police station was opened in July 2017.

Long-Term Financial Planning. The Village engages in multi-year capital and operations planning activities which extend beyond the annual budgetary period. In conjunction with the budget for the fiscal year which began January 1, 2017, long term capital investment programs have been prepared which identify planned projects and funding sources spanning at least a ten-year period for the following activities and functions:

- Street resurfacing, reconstruction and repair/maintenance.
- Storm sewer construction.
- Sidewalk replacements.
- Water and sanitary sewer system repairs, replacements and improvements.
- Village-owned buildings/facilities and fleet vehicles/heavy machinery.
- Central business district commuter and retail parking lot repairs and maintenance.

The Village engages in these planning activities to better prepare itself to make the investment in capital facilities as replacements/improvements are needed as opposed to delaying capital investment until proper funding can be obtained. In 2017, the Village identified two major projects to be evaluated for inclusion in the capital program, a central business district parking garage and a rehabilitation of the central business district streets and streetscape. A central business district parking garage will serve customers, commuters and employees. The Village began exploratory discussions of the garage in 2017 and will discuss if and how to move this project forward in 2018. Also, the rehabilitation of the central business district streets and streetscape is slotted in the capital plan at a budget of \$4.5 million. Looking forward beyond 2017, the Village will need to determine the appropriate scope for this project and find funding for any increases in cost.

The Village also completed a five-year forecast in 2017 to guide the budgeting process for the forthcoming fiscal year. This forecast included the major Village funds such as the General Fund, Capital Projects Fund, and the Water & Sewer Fund. The forecast also included an overview of pensions. The goal of this forecast was to understand the long-term trends in the Village's revenues and expenditures, identify any potential imbalances where future revenues may not meet future expenditures, and to guide the Village in developing and implementing programs or initiatives to meet any future financial challenges. The forecast illustrated that major expenditure trends are growing at a faster rate than revenues, causing significant shortfalls in future years. The forecast also includes potential solutions. The entire forecast document is included in the appendix of the Calendar Year 2018 Budget (January 1, 2018 – December 31, 2018) document. In addition, a Financial Scorecard was completed in fiscal year 2014 which compared the Village to neighboring peer communities. The Scorecard indicates that Glen Ellyn is in a strong financial position with less debt and lower

unfunded pension obligations than most of its peers. Economic revitalization and new development are cited as potential areas to strengthen, which would boost sales tax revenues and generate non-residential property taxes.

Relevant Financial Policies

The Village has adopted and adheres to the following financial policies in order to ensure it is a good steward of public funds:

- The Village has an investment policy which governs how the Village holds and invests its funds. The investment policy strives to minimize market risk while maintaining a competitive yield on its portfolio. Cash balances during the fiscal year were invested in the Illinois Funds, Illinois Metropolitan Investment Fund, and in an investment portfolio with PMA Financial Network, Inc., which meets the requirements of the investment policy. Additionally, the Village has collateral agreements with its financial institutions to provide collateral above the FDIC limits. All collateral on Village deposits was held by a third party financial institution or the Federal Reserve Bank of Chicago in the Village's name.
- A cash reserve policy ensures that the Village has adequate funds on hand which, if necessary, could be used to weather short-term revenue deficiencies. Future spending plans are developed to maintain sufficient cash reserves and ensure that service levels to the Glen Ellyn community are in alignment with available resources.
- All purchases made by the Village must adhere to its purchasing policy. This policy ensures that purchased goods and services are properly authorized as well as to ensure that the best price is received.
- A budget policy provides guidelines for developing the annual budget to ensure thoughtful financial management and a budget document that complies with the standards of the Government Finance Officers Association (GFOA).
- A revenue policy ensures the Village's revenue streams are diversified and that certain revenue streams are dedicated to fund specific services or programs.
- A debt policy outlines guidelines for issuing debt as well as managing post-issuance repayment and compliance.
- The Village also has an accounting, auditing and financial reporting policy which promotes sound financial recordkeeping and reporting. This policy also requires that the Village's Comprehensive Annual Financial Report is audited by a reputable firm.

Major Initiatives

A key initiative of the strategic plan is to maintain the financial stability of the Village. This includes reviewing current and potential revenue sources as well as cost control measures to ensure the Village is providing services in a fiscally responsible manner. The Village also believes in the importance of ongoing financial monitoring including annual audits, annual five-year forecasts, annual capital plans, and periodic updates of the Financial Scorecard.

The Village has always been mindful to provide its services at a reasonable cost to the average taxpayer, a challenge exacerbated by the economic recession of 2008 and 2009. To help taxpayers, the Village has voluntarily increased the property tax levy only by the Consumer Price Index (CPI) plus new growth, consistent with tax cap laws for non-home rule agencies. In December 2014, the Village Board also passed a tax levy that did not increase one dollar over the prior year. For the 2015 and 2016 tax levies, the Board only increased the levy for the prior year's new growth and for annexed growth. The Village Board did not increase the 2015 or 2016 levies for the increase in CPI. In 2017, the Board increased the capital levy by CPI but did not increase the operating levy by CPI. The Village cited the need to maintain our street program at the level promised to the community as well as to meet other infrastructure needs identified in the five-year capital plan as the reason to increase the CPI for the capital levy.

The Village has spurred efforts to increase economic development in Glen Ellyn. In Spring 2012, the Village recruited a part-time Economic Development Coordinator to develop and execute strategies to enhance the economic vitality of the Village. The Village also cites economic development as a key initiative in its strategic plan. The Village has two tax increment financing (TIF) districts. The Central Business District (CBD) TIF was created in 2012 for the purpose of revitalizing the downtown. In FY 2014, the Village created another TIF district in the Roosevelt Road corridor for the purpose of revitalizing certain properties within that commercial district.

The Village continues to spur revitalization of Historic Stacy's Corners, located at Main Street and St. Charles Road. The Village also closely works with the Glen Ellyn Chamber of Commerce, who is a partner/tenant in another Village property in the district, and formalized a service agreement with the Chamber. Lastly, the Village formalized an agreement with the Historical Society in FY2013 as a tenant in another building in the district.

The Village of Glen Ellyn has an independent volunteer Fire Company that has provided fire protection for the community for over 100 years. In 2014, the Village approved a new fire service fee to assist in supporting the costs associated with managing the Glen Ellyn Volunteer Fire Company (GEVFC), which was effective on the May 1, 2014 Village Services Bill. Effective in 2017, a capital fire services fee was also implemented to address vehicle and facility needs of the GEVFC. In addition, beginning in June 2014, the Village contracted out EMS services to a new vendor under a turnkey approach that will provide more stable costs associated with providing EMS services to the community.

Ever-mindful of our customer service focus, the Village is continuing efforts to improve processes and interactions with residents. In 2013, the Village began posting lists of vouchers to its website to increase transparency in its spending. The Village is also providing more online services to residents, including online account access and bill pay for Village water, sewer, and refuse services, which was made available in August 2013. In 2015, the Village began providing online services for customers to pay business licenses and parking permits online.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Glen Ellyn for its comprehensive annual financial report for the fiscal year ended December 31, 2016. This was the 30th consecutive year that the Village has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

In addition, the Village was awarded the GFOA's Distinguished Budget Presentation Award for its 2017 budget. In order to receive the Distinguished Budget Presentation Award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The preparation of this report could not have been accomplished without the efficient and dedicated services of the entire Finance Department team. The Village's management team, led by Village Manager Mark Franz, is to be commended for operating the Village in a sound and sustainable manner. The Village's Finance Commission also should be applauded for their regular oversight of the Village's financial policies, initiatives and performance. Finally, we would like to express our appreciation to the Village President and Board of Trustees for their leadership and support in planning and conducting the financial operations of the Village in a responsible and progressive manner.

Respectfully submitted,



Christina Coyle
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Village of Glen Ellyn
Illinois**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2016

Christopher P. Morill

Executive Director/CEO

FINANCIAL SECTION

This section includes:

- Independent Auditors' Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Combining and Individual Fund Statements and Schedules
- Supplemental Schedules

INDEPENDENT AUDITORS' REPORT

This section includes the opinion of the Village's independent auditing firm.

**INDEPENDENT AUDITORS' REPORT**

May 11, 2018

The Honorable Village President
Members of the Board of Trustees
Village of Glen Ellyn, Illinois

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Glen Ellyn, Illinois, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents. We have also audited the accompanying financial statements of each of the Village's nonmajor governmental, nonmajor enterprise and internal service funds in the combining and individual fund financial statements and the fiduciary fund as of and for the year ended December 31, 2017 as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Village of Glen Ellyn, Illinois
May 11, 2018
Page 2

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Glen Ellyn, Illinois, as of December 31, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each nonmajor governmental, nonmajor enterprise and internal service and the fiduciary funds of the Village as of December 31, 2017, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents and budgetary information reported in the required supplementary information as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Glen Ellyn, Illinois' basic financial statements. The introductory section, combining and individual fund financial statements and budgetary comparison schedules, supplemental schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the financial statements.

Village of Glen Ellyn, Illinois
May 11, 2018
Page 3

Other Matters – Continued

Other Information – Continued

The combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Prior-Year Comparative Information

We have previously audited Village of Glen Ellyn's 2016 financial statements, and we expressed unmodified audit opinions on the respective financial statements of the governmental activities, each major fund, and the aggregate remaining fund information in our report dated June 15, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.


LAUTERBACH & AMEN, LLP

MANAGEMENT'S DISCUSSION AND ANALYSIS

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

Our discussion and analysis of the Village of Glen Ellyn's financial performance provides an overview of the Village's financial activities for the fiscal year ended December 31, 2017. Please read it in conjunction with the transmittal letter on page iii - ix and the Village's financial statements, which begin on page 4.

FINANCIAL HIGHLIGHTS

- The Village's net position increased by 0.9% as a result of this fiscal year's operations. Net position of business-type activities increased by \$2,520,097 or 2.7%. Net position of governmental activities decreased by \$685,531 or 0.6%.
- During this fiscal year, expenses were \$685,531 more than the \$25,777,573 generated in tax and other revenues for governmental activities.
- During the fiscal year, revenues for business-type activities were \$22,214,554, while expenses were \$19,594,457, generating an increase in net position of \$2,520,097.
- The General Fund balance decreased by \$264,351 in 2017. The Village authorized an additional contribution to the Facilities Maintenance Reserve Fund of \$548,331. This was to distribute the operating General Fund surplus realized in FY2016. A transfer of \$300,000 was also made to the Capital Projects Fund to use Federal Forfeiture dollars to fund the construction of the police station. Revenues in the General Fund were below budget by \$41,978. Expenditures were under budget by \$957,432. In public safety, the police department was under budget by \$185,246. While the department was over budget on overtime by approximately, \$100,000, it was below budget on sworn salary costs by \$182,000. The department also saw savings on dispatch costs from DuComm. The highways and streets department was under budget by \$464,517. A mild winter reduced snow removal costs. Tree maintenance and replacement costs were under budget by \$178,000.
- State Sales Tax lagged behind Village budget and ended the year \$161,000 below budget. Sales tax was also below the prior year by \$130,000. The automobile sector saw the sharpest decline, perhaps due to the mechanics strike in 2017. Home Rule Sales Tax increased slightly from the prior year by \$11,083, but was below budget by \$35,681. Home Rule Sales Tax is not collected on vehicle sales; therefore, the weak performance noted in the automotive sector did not affect Home Rule Sales Tax.
- Starting in April 2016, the Village noted a declining trend in Income Tax. 2017 continued the decline. Two factors are affecting this change. Starting in 2016, changes in the Illinois tax law reduced a cap on operating losses and thus reduced the amount of income tax. Then, the State of Illinois reduced the amount of income tax which goes to the Village by 10% beginning in July 2017. This reduction is in place until June 2018; however future action by the State could continue the reduction. Income tax was down \$152,576 or 5.6% from the prior year and was below budget by \$349,624.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

- In FY2017, the Village made an additional contribution of \$548,331 to the Facilities Maintenance Reserve Fund. This additional contribution was made in light of a needed renovation to the Civic Center as well as other recurring maintenance needed on Village facilities.
- The Village's new police station opened in July 2017, ahead of schedule. The total cost of the police station remained below the \$13.51 million budget.
- Water & Sewer rates were increased by 1.0% in FY2017. The Water & Sewer Fund had a positive change in net position of \$2.6 million. The Village funds its Water & Sewer capital program on a pay-as-you-go basis. The positive change in net position will fund future capital projects outlined in the Village's five-year capital improvement plan.
- The Village Links and Reserve 22 net position decreased by \$182,580. Revenues in the fund were below budget by \$194,567. Operating expenses before depreciation were above budget by \$57,504, largely due to higher than budgeted personnel costs. Reserve 22 revenues increased by \$65,291 from the prior year while expenses increased \$194,192.
- As of December 31, 2017, all funds which had reserve policies exceeded their policy level except for the Village Links/Reserve 22 Fund. The Village Links/Reserve 22 Fund was \$92,213 below its reserve policy. New golf carts were purchased in 2017, costing \$231,725, which lowered cash levels.
- The Police Pension Fund increased its plan fiduciary net position as a percentage of the total pension liability to 62.51% in FY2017 from 57.52% in FY2016. The market ended favorably in FY2017. The Village also contributed \$1.613 million to the Police Pension Fund in FY2017.
- The Illinois Municipal Retirement Fund (IMRF) increased its plan fiduciary net position as a percentage of the total pension liability to 103.45% in FY2017 from 92.45% in FY2016.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 4 - 7) provide information about the activities of the Village of Glen Ellyn as a whole and present a longer-term view of the Village's finances. Fund financial statements begin on page 8. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Village's operation in more detail than the government-wide statements by providing information about the Village's most significant funds. The remaining statements provide financial information about activities for which the Village acts solely as a trustee or agent for the benefit of those outside of the government.

Government-Wide Financial Statements

The government-wide financial statements provide readers with a broad overview of the Village's finances, in a matter similar to a private-sector business. The government wide financial statements can be found on pages 4 - 7 of this report.

The Statement of Net Position reports information on all of the Village's assets/deferred outflows and liabilities/deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating. Consideration of other nonfinancial factors, such as changes in the Village's property tax base and the condition of the Village's roads, is needed to assess the overall health of the Village.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) or from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Village include general government, public safety, highways and streets, and interest on long-term debt.

The business-type activities of the Village include water and sanitary sewer, golf course, restaurant and recreation, parking and residential solid waste.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

USING THIS ANNUAL REPORT - Continued**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Village's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Village's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

The Village maintains ten individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, and Capital Projects Fund, all of which are considered major funds. Data from the other seven governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The Village adopts an annual budget for all funds except, the Forfeiture Fund. A budgetary comparison schedule for all other funds has been provided to demonstrate compliance with the budget.

The basic governmental fund financial statements can be found on pages 8 - 11 of this report.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

USING THIS ANNUAL REPORT - Continued**Fund Financial Statements - Continued****Proprietary Funds**

The Village maintains two different types of proprietary funds: enterprise and internal service. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Village utilizes enterprise funds to account for its water and sanitary sewer, Village Links Golf Course and Reserve 22 restaurant, parking, and residential solid waste operations.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the Village's various functions. The Village uses an internal service fund to account for its insurance and equipment service programs. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Proprietary fund financial statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water and Sanitary Sewer Fund and Village Links/ Reserve 22 Funds, both of which are considered to be major funds of the Village. The Parking Fund and Residential Solid Waste Fund are reported as non-major funds.

The basic proprietary fund financial statements can be found on pages 12 - 16 of this report.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Village's own programs. The accounting use for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 17 - 18 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 19 - 62 of this report.

VILLAGE OF GLEN ELLYN, ILLINOIS

Management's Discussion and Analysis
December 31, 2017

USING THIS ANNUAL REPORT - Continued

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Village's IMRF and police pension obligations, the Village's other postemployment benefit obligation, as well as the budgetary comparison schedule for the General Fund. Required supplementary information can be found on pages 63 - 70 of this report. The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information on pensions. Combining and individual fund statements and schedules can be found on pages 71 - 127 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of a government's financial position. The following tables show that in the case of the Village, assets/deferred outflows exceeded liabilities/deferred inflows by \$209,766,906.

	Net Position					
	Governmental		Business-Type		Totals	
	Activities		Activities			
	12/31/17	12/31/16	12/31/17	12/31/16	12/31/17	12/31/16
Current and Other Assets	\$ 44,033,775	49,119,340	33,893,845	31,001,890	77,927,620	80,121,230
Capital Assets	117,181,787	111,818,157	70,890,653	71,185,404	188,072,440	183,003,561
Total Assets	161,215,562	160,937,497	104,784,498	102,187,294	266,000,060	263,124,791
Deferred Outflows	2,927,047	5,384,606	453,586	721,289	3,380,633	6,105,895
Total Assets/ Deferred Outflows	164,142,609	166,322,103	105,238,084	102,908,583	269,380,693	269,230,686
Long-Term Debt	31,727,498	36,522,072	5,343,915	7,132,818	37,071,413	43,654,890
Other Liabilities	5,615,072	5,976,431	2,380,746	2,372,290	7,995,818	8,348,721
Total Liabilities	37,342,570	42,498,503	7,724,661	9,505,108	45,067,231	52,003,611
Deferred Inflows	12,770,551	9,108,581	1,776,005	186,154	14,546,556	9,294,735
Total Liabilities/ Deferred Inflows	50,113,121	51,607,084	9,500,666	9,691,262	59,613,787	61,298,346
Net Position						
Net Investment in Capital Assets	105,144,748	107,304,071	64,983,642	64,674,424	170,128,390	171,978,495
Restricted	3,674,848	2,827,478	-	-	3,674,848	2,827,478
Unrestricted	5,209,892	4,583,470	30,753,776	28,542,897	35,963,668	33,126,367
Total Net Position	114,029,488	114,715,019	95,737,418	93,217,321	209,766,906	207,932,340

By far the largest portion of the Village's net position, which is 81.1 percent, reflects its investment in capital assets (for example, land, buildings, infrastructure, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Village uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Village's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

VILLAGE OF GLEN ELLYN, ILLINOIS

Management's Discussion and Analysis
December 31, 2017

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

An additional portion, or 1.8 percent, of the Village's net position represents resources that are subject to external restrictions on how they may be used. The remaining 17.1 percent, or \$35,963,668, represents unrestricted net position and may be used to meet the Village's ongoing obligations to citizens and creditors.

	Changes in Net Position					
	Governmental		Business-Type		Totals	
	Activities	Activities	Activities	Activities	Activities	Activities
	12/31/17	12/31/16	12/31/17	12/31/16	12/31/17	12/31/16
Revenues						
Program Revenues						
Charges for Services	\$ 4,629,465	3,813,460	21,587,351	21,338,115	26,216,816	25,151,575
Operating Grants/Contrib.	31,707	15,953	-	-	31,707	15,953
Capital Grants/Contrib.	279,500	929,768	-	184,400	279,500	1,114,168
General Revenues						
Property Taxes	7,880,722	7,730,512	96,863	96,961	7,977,585	7,827,473
Home Rule Sales	1,962,519	1,951,436	-	-	1,962,519	1,951,436
Utility	1,944,348	2,127,708	-	-	1,944,348	2,127,708
Real Estate Transfer	771,471	855,345	-	-	771,471	855,345
Other Taxes	196,982	204,301	-	-	196,982	204,301
Shared Income Tax	2,550,376	2,702,952	-	-	2,550,376	2,702,952
Shared Sales and Use Tax	4,129,461	4,214,022	-	-	4,129,461	4,214,022
Motor Fuel Tax	708,241	706,965	-	-	708,241	706,965
Interest	234,575	91,410	109,102	30,938	343,677	122,348
Miscellaneous	358,206	246,485	421,238	486,566	779,444	733,051
Total Revenues	25,677,573	25,590,317	22,214,554	22,136,980	47,892,127	47,727,297
Expenses						
General Government	6,554,540	5,720,983	-	-	6,554,540	5,720,983
Public Safety	12,702,110	11,197,328	-	-	12,702,110	11,197,328
Highways and Streets	6,702,687	6,012,520	-	-	6,702,687	6,012,520
Interest on Long-Term Debt	503,767	524,584	-	-	503,767	524,584
Water and Sanitary Sewer	-	-	12,208,313	12,303,656	12,208,313	12,303,656
Golf Course and Recreation	-	-	5,466,490	5,093,625	5,466,490	5,093,625
Parking	-	-	292,011	365,252	292,011	365,252
Residential Solid Waste	-	-	1,627,643	1,500,067	1,627,643	1,500,067
Total Expenses	26,463,104	23,455,415	19,594,457	19,262,600	46,057,561	42,718,015
Change in Net Position						
Before Transfers	(785,531)	2,134,902	2,620,097	2,874,380	1,834,566	5,009,282
Transfers	100,000	100,000	(100,000)	(100,000)	-	-
Change in Net Position	(685,531)	2,234,902	2,520,097	2,774,380	1,834,566	5,009,282
Net Position-Beginning	114,715,019	112,480,117	93,217,321	90,442,941	207,932,340	202,923,058
Net Position-Ending	114,029,488	114,715,019	95,737,418	93,217,321	209,766,906	207,932,340

VILLAGE OF GLEN ELLYN, ILLINOIS

Management's Discussion and Analysis December 31, 2017

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

Net position of the Village's governmental activities decreased by \$685,531 (\$114,715,019 compared to \$114,029,488). Unrestricted net position of the Village's governmental activities, the part of net position that can be used to finance day-to-day operations without constraints, increased 13.7% from \$4,583,470 the previous fiscal year to \$5,209,892 at the end of this year. This is due to positive operating position for the General Fund as well as increasing funding in the capital funds for future projects.

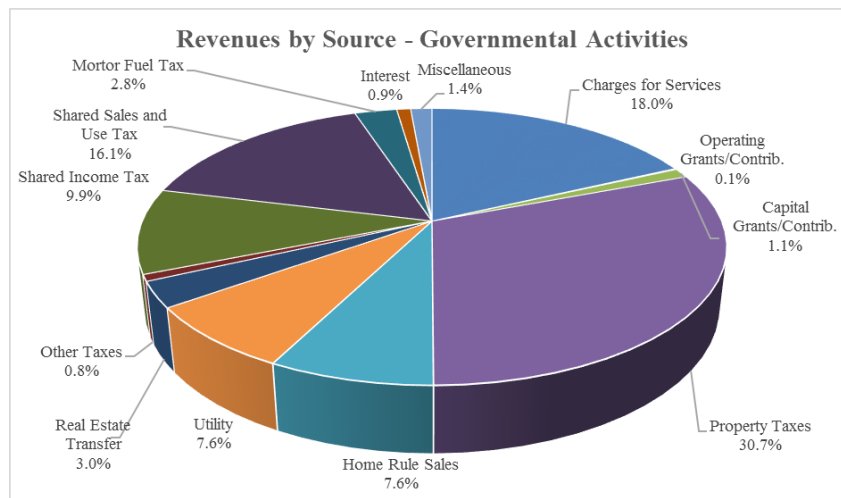
Net position of business-type activities increased 2.7% from the prior year (\$93,217,321 compared to \$95,737,418). The Village generally can only use this net position to finance the continuing operations of the water and sanitary sewer, Village Links Golf Course, Reserve 22 restaurant, parking, and refuse operations.

Total revenues remained relatively flat from FY2016 to FY2017. Total revenues increased by 0.4%, or \$164,830. However, the total cost of all programs and services increased by 7.8%, or \$3,339,546. Public safety increased due to increased pension costs as well as non-capital items to construct the police station. General government costs relate to disposal of capital assets. Highways and streets relate to additional maintenance projects which did not meet the definition of a capital asset.

Governmental Activities

Revenues for governmental activities (excluding special items) were \$25,677,573, while total expenses were \$26,463,104.

The following table graphically depicts the major revenue sources of the Village. It depicts very clearly that while the Village does have diverse revenue streams, the Village does rely on property taxes and sales taxes to fund governmental activities.

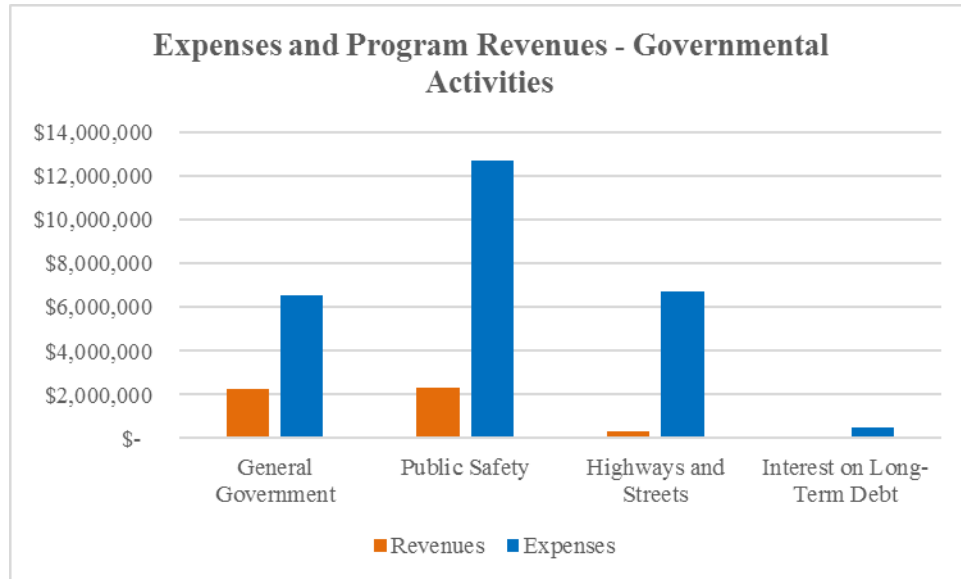


VILLAGE OF GLEN ELLYN, ILLINOIS

Management's Discussion and Analysis December 31, 2017

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

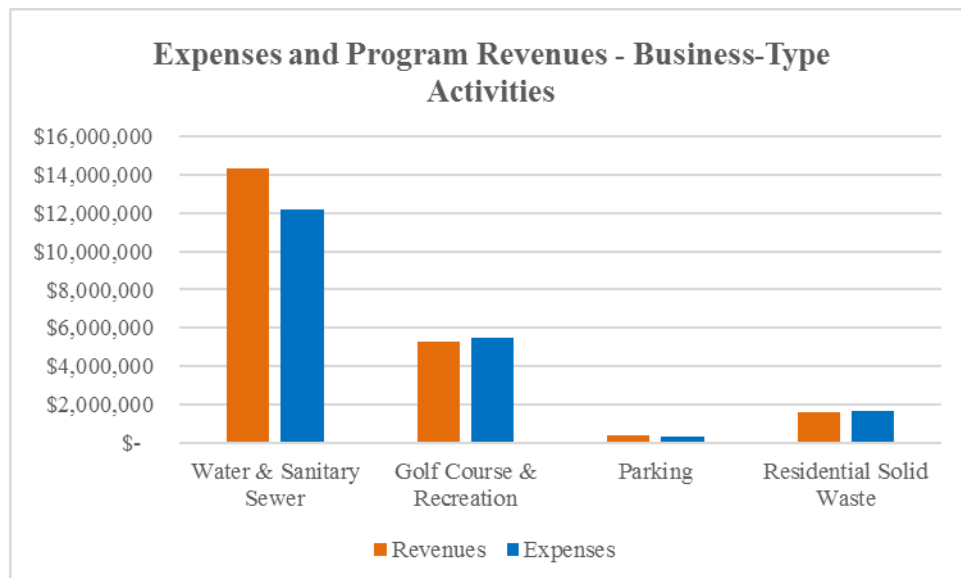
Governmental Activities – Continued



The 'Expenses and Program Revenues' Table identifies those governmental functions where program expenses greatly exceed revenues. Public safety and public works expenses far exceed any directly allocated revenues.

Business-Type Activities

The increases in revenues and expenses for business-type activities remained relatively flat from FY2016 to FY2017. Program revenues from business type activities increased by 0.3% (or by \$64,836) and expenses increased by 1.7% (or by \$331,857).



VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued**Business-Type Activities – Continued**

The previous graph compares program revenues to expenses for the Village's enterprise operations.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Village uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the governmental funds reported combined ending fund balances of \$22,753,278, which is 20.4% lower than last year's total of \$28,581,900. This decrease is mostly attributable to capital projects. The Capital Projects Fund had total expenses of \$13,844,624. The largest project was the completion of the police station.

The General Fund experienced a decrease in fund balance of \$264,351, which is higher than the final budgeted decrease of \$1,067,558. The Village authorized an additional contribution to the Facilities Maintenance Reserve Fund of \$548,331. This was to distribute the operating General Fund surplus realized in FY2016. A transfer of \$300,000 was also made to the Capital Projects Fund to use Federal Forfeiture dollars to fund the construction of the police station. Revenues in the General Fund were below budget by \$41,978. Expenditures were under budget by \$957,432. In public safety, the police department was under budget by \$185,246. While the department was over budget on overtime by approximately, \$100,000, it was below budget on sworn salary costs by \$182,000. The department also saw savings on dispatch costs from DuComm. The highway and streets department was under budget by \$464,517. A mild winter reduced snow removal costs. Tree maintenance and replacement costs were under budget by \$178,000.

The Debt Service Fund reported a decrease in fund balance of \$293. The Village has issued debt on behalf of the Glen Ellyn Public Library and reports payments on that debt and revenues received to cover those payments in the Debt Service Fund. In 2015, the Village issued general obligation bonds for construction of a police station and stormwater improvements. In FY2016, the Village made the first payment on the bonds. The Village committed to issue the bonds without a property tax increase. Therefore, rather than levy a debt service property tax in the Debt Service Fund to make principal and interest payments; in FY2017, the Village made a transfer in the amount of \$954,044 from the Capital Projects Fund to the Debt Service Fund.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS – Continued**Governmental Funds – Continued**

The Capital Projects Fund is used to account for the any capital projects within the Village. The Fund reported a decrease of fund balance of \$7,704,743. The Village began construction of a new police station in FY2016 and completed the project in July 2017. The decrease in fund balance represents the progress payments on the police station as well as money spent to continue the Village's annual street improvement program.

Proprietary Funds

The Village's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. The Village reports the Water and Sanitary Sewer, and Village Links/Reserve 22 Funds as major proprietary funds.

The Water and Sanitary Sewer Fund accounts for all of the operations of the municipal water and sanitary sewer system. The Village has entered into a joint venture with the Village of Lombard to create the Glenbard Wastewater Authority, which provides wastewater treatment for both Villages. Both Villages contribute to the Authority to fund its operations. During the fiscal year, the Water and Sanitary Sewer Fund net position increased by \$2.61 million. The Village increased water and sewer rates by 1% as of January 1, 2017. This increase in net position is mainly attributable to the timing of capital projects. The Village had budgeted to spend \$6.5 million in capital projects. However, only \$2.0 million was expended by the end of FY2017.

The Village Links/Reserve 22 Fund reports the results of the Village's golf course (Village Links) and restaurant (Reserve 22). The Village Links/Reserve 22 Fund saw a decrease in its net position of \$182,580 for the fiscal year. Revenues in the fund were below budget by \$194,567. Operating expenses before depreciation were above budget by \$57,504, largely due to higher than budgeted personnel costs. Reserve 22 revenues increased by \$65,291 from the prior year while expenses increased \$194,192. As of December 31, 2017, the Village Links/Reserve 22 Fund was \$92,213 below its cash reserve policy. New golf carts were purchased in 2017, costing \$231,725, which lowered cash levels.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017****GENERAL FUND BUDGETARY HIGHLIGHTS**

At the beginning of each fiscal year, the Village Board passes an amendment to roll forward appropriate outstanding purchase contracts that were in existence at the prior year end. This amendment increased the original budget by \$234,400. The Village Board also passed a budget amendment in 2017 to distribute the FY2016 General Fund surplus. The Board voted to transfer an additional \$548,331 to the Facilities Maintenance Reserve Fund.

Revenues in the General Fund were below budget by \$41,978. Expenditures were under budget by \$957,452. In public safety, the police department was under budget by \$185,246. While the department was over budget on overtime by approximately, \$100,000, it was below budget on sworn salary costs by \$182,000. The department also saw savings on dispatch costs from DuComm. The highway and streets department was under budget by \$464,517. A mild winter reduced snow removal costs. Tree maintenance and replacement costs were under budget by \$178,000.

CAPITAL ASSETS AND DEBT ADMINISTRATION**Capital Assets**

The Village's investment in capital assets for its governmental and business type activities as of December 31, 2017 was \$188,072,440 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, land improvements, buildings and improvements, machinery and equipment, vehicles, bridges, storm sewers, streets, other, and water and sanitary sewer system.

	Capital Assets - Net of Depreciation					
	Governmental		Business-Type		Totals	
	Activities		Activities			
	12/31/17	12/31/16	12/31/17	12/31/16	12/31/17	12/31/16
Land	\$ 29,238,644	29,840,577	15,767,399	15,767,399	45,006,043	45,607,976
Construction in Progress	679,550	6,829,541	392,285	685,089	1,071,835	7,514,630
Land Improvements	181,094	67,332	4,641,503	4,624,572	4,822,597	4,691,904
Buildings and Improvements	15,099,517	3,483,604	6,037,568	6,247,526	21,137,085	9,731,130
Machinery and Equipment	1,724,068	1,066,405	381,608	322,150	2,105,676	1,388,555
Vehicles	1,124,965	1,326,102	26,698	32,419	1,151,663	1,358,521
Bridges	123,152	129,522	-	-	123,152	129,522
Storm Sewers	16,806,955	16,746,932	-	-	16,806,955	16,746,932
Streets	52,191,842	52,312,142	-	-	52,191,842	52,312,142
Other	12,000	16,000	-	-	12,000	16,000
Water and Sanitary Sewer System	-	-	43,643,592	43,506,249	43,643,592	43,506,249
Totals	117,181,787	111,818,157	70,890,653	71,185,404	188,072,440	183,003,561

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017****CAPITAL ASSETS AND DEBT ADMINISTRATION – Continued****Capital Assets – Continued**

The fiscal year 2017 capital budget included projects totaling \$11.9 million. Major capital asset activity during the fiscal year included the following:

- Major street and infrastructure projects in fiscal year 2017 include:
 - Montclair/East/Davis/Smith/Turner improvements
 - Kenilworth/Alley improvements
 - Taylor street pedestrian underpass (engineering only in 2017)
- The Village completed construction of the new police station in 2017. The project remained under its budget of \$13.51 million.

Additional information on the Village's capital assets can be found in note 3 on pages 37 - 38 of this report.

Debt Administration

At year-end, the Village had total outstanding long-term debt of \$37,863,486 as compared to \$45,821,069 the previous year. The following is a comparative statement of outstanding debt:

	Long-Term Debt Outstanding					
	Governmental		Business-Type		Totals	
	Activities		Activities			
	12/31/17	12/31/16	12/31/17	12/31/16	12/31/17	12/31/16
General Obligation Bonds	\$ 14,063,284	15,022,119	5,374,833	5,889,999	19,438,117	20,912,118
IEPA Loans Payable	-	-	551,481	643,903	551,481	643,903
Net Pension Liability - Police	18,277,928	20,235,700	-	-	18,277,928	20,235,700
Net Pension Liability/(Asset) - IMRF	(883,473)	1,932,828	(539,467)	1,165,923	(1,422,940)	3,098,751
Other Post-Empl. Benefits	195,608	130,645	-	-	195,608	130,645
Compensated Absences	679,008	643,871	144,284	156,081	823,292	799,952
Total	32,332,355	37,965,163	5,531,131	7,855,906	37,863,486	45,821,069

The Village issued \$13.435 million in general obligation bonds in 2015 to fund construction of a new police facility and stormwater improvements. As part of the issuance process, the Village's rating was upgraded to AAA by Standard and Poor's. Of the amount of debt outstanding as of December 31, 2017, \$5.37 million will be abated and paid for by enterprise fund revenues from the Village Links/Reserve 22 fund and \$12.7 million will be abated and paid for by Capital Project Fund revenues. Additionally, \$1.4 million of the bonded debt is being repaid by the Glen Ellyn Public Library. As a home-rule unit, no legal limit exists on the amount of debt that can be outstanding.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

CAPITAL ASSETS AND DEBT ADMINISTRATION – Continued**Debt Administration – Continued**

Both pension liabilities decreased from FY2016 to FY2017. The Police Pension net pension liability decreased by \$2.0 million. This is due to positive experience as compared to the actuarial funding model which was complemented by a positive investment market at the end of 2017. The IMRF net pension liability/(asset) decreased by \$4.5 million. Additional information on the Village's long-term debt can be found in Note 3 on pages 39 - 42 of this report.

ECONOMIC FACTORS

The Village has a strong property tax base which is founded primarily in its residential housing stock. Total assessed value decreased in the years following the economic downturn which began in 2008, but began to increase in 2015. Total assessed value still has not rebounded to its levels before the 2008 downturn. 2017 assessed value increased by 4.9% from 2016.

The Village has always been mindful to provide its services at a reasonable cost to the average taxpayer, a challenge exacerbated by the economic recession of 2008 and 2009. To help taxpayers, the Village has voluntarily increased the property tax levy only by the Consumer Price Index (CPI) plus new growth, consistent with tax cap laws for non-home rule agencies. In December 2014, the Village Board also passed a tax levy that did not increase one dollar over the prior year. For the 2015 and 2016 tax levies, the Board only increased the levy for the prior year's new growth and for annexed growth. The Village Board did not increase the 2015 or 2016 levies for the increase in CPI. In 2017, the Board increased the capital levy by CPI but did not increase the operating levy by CPI. The Village cited the need to maintain our street program at the level promised to the community as well as to meet other infrastructure needs identified in the five year capital plan as the reason to increase the CPI for the Capital levy.

Glen Ellyn enjoys a stable and diversified commercial and retail sales base with shopping centers along the Roosevelt Road corridor, in the downtown central business district and at Historic Stacy's Corners. In FY2012, the Village created the Central Business District (CBD) Tax Increment Financing (TIF) District in order to further promote maintaining and building upon the vitality of the downtown. In FY2014, the Village created the Roosevelt Road Tax Increment Financing (TIF) District in the Roosevelt Road corridor. The Village's strategic goals cite the importance of proactive economic development to attract and retain key businesses in the Village.

The Village began experiencing declines in several general operating revenues in the later part of FY2009 due to the global economic recession. As a result, the Village took measures to reduce its operating expenditures as well as instituted a new 1% local sales tax in July 2009 to aid in maintaining services provided to the community. Starting July 1, 2017, the State of Illinois began charging an administrative fee of 2% of gross local sales tax revenues. Over an annual period, this will cost the Village approximately \$40,000.

VILLAGE OF GLEN ELLYN, ILLINOIS**Management's Discussion and Analysis
December 31, 2017**

ECONOMIC FACTORS – Continued

State Sales Tax lagged behind Village budget and ended FY2017 \$161,000 below budget. Sales tax was also below the prior year by \$130,000. The sector that saw the sharpest decline was in automotive sales, perhaps due to the mechanics strike in 2017. Home Rule Sales Tax increased slightly from the prior year by \$11,083, but was below budget by \$35,681. Home Rule Sales Tax is not collected on vehicle sales; therefore, the strong performance noted in the automotive sector did not affect Home Rule Sales Tax.

In FY2014 and FY2015, the income tax received from the State of Illinois grew appreciably. However in FY2016, this revenue began to decrease as a result of legislative tax code changes. In FY2017, the State mandated a 10% reduction in the income tax from July 1, 2017 to June 30, 2018. This is approximately a \$250,000 reduction. This reduction could be continued in future years based upon the State's budget. The Village will continue to closely monitor this revenue stream.

The Village also completed a five-year forecast in 2017 to guide the budgeting process for the forthcoming fiscal year. This forecast included the major Village funds such as the General Fund, Capital Projects Fund, Water & Sewer Fund, and the Village Links/Reserve 22 Fund. The forecast also included an overview of pensions. The goal of this forecast was to understand the long-term trends in the Village's revenues and expenditures, identify any potential imbalances where future revenues may not meet future expenditures, and to guide the Village in developing and implementing programs or initiatives to meet any future financial challenges. The forecast illustrated that major expenditure trends are growing at a faster rate than revenues, causing significant shortfalls in future years. The forecast also includes potential solutions. The entire forecast document is included in the appendix of the Calendar Year 2018 Budget (January 1, 2018 – December 31, 2018). In addition, a Financial Scorecard was completed in fiscal year 2014 which compared the Village to neighboring peer communities. The Scorecard indicates that Glen Ellyn is in a strong financial position with less debt and lower unfunded pension obligations than most of its peers. Economic revitalization and new development are cited as potential areas to strengthen, which would boost sales tax revenues and generate non-residential property taxes.

The Village also continues to focus on responsibly funding its pension liabilities. In FY2017, the IMRF pension is over 100% funded. The police pension fund is 62.51% funded in FY2017, up from 57.52% in FY2016. The Village monitors actual experience compared with the actuarial funding model and has adjusted the assumed rate of return on investments down to 6.5%.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Village of Glen Ellyn's finances for all those with an interest in the Village's finances. Questions concerning any of the information provided in this report or requests for additional information should be directed to Finance Department, Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois.

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

Governmental Funds

Proprietary Funds

Fiduciary Fund

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

VILLAGE OF GLEN ELLYN, ILLINOIS

**Statement of Net Position
December 31, 2017**

See Following Page

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Net Position
December 31, 2017

	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ 30,249,650	16,493,669	46,743,319
Receivables - Net of Allowances	10,526,725	2,815,337	13,342,062
Due from Other Governments	1,436,355	363,630	1,799,985
Prepays/Inventories	937,572	140,242	1,077,814
Total Current Assets	43,150,302	19,812,878	62,963,180
Noncurrent Assets			
Capital Assets			
Nondepreciable	29,918,194	16,159,684	46,077,878
Depreciable	143,614,240	95,822,812	239,437,052
Accumulated Depreciation	(56,350,647)	(41,091,843)	(97,442,490)
	117,181,787	70,890,653	188,072,440
Other Assets			
Equity Interest in Joint Venture	-	13,541,500	13,541,500
Net Pension Asset	883,473	539,467	1,422,940
Total Noncurrent Assets	118,065,260	84,971,620	203,036,880
Total Assets	161,215,562	104,784,498	266,000,060
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Items - IMRF	711,218	434,283	1,145,501
Deferred Items - Police Pension	2,215,829	-	2,215,829
Unamortized Loss on Refunding	-	19,303	19,303
Total Deferred Outflows of Resources	2,927,047	453,586	3,380,633
Total Assets and Deferred Outflows of Resources	164,142,609	105,238,084	269,380,693

The notes to the financial statements are an integral part of this statement.

	Governmental Activities	Business-Type Activities	Totals
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 1,887,150	1,221,389	3,108,539
Accrued Payroll	439,921	98,583	538,504
Accrued Interest	-	4,494	4,494
Retainage Payable	206,807	-	206,807
Deposits Payable	767,349	229,302	996,651
Due to Other Governments	2,812	-	2,812
Unearned Revenue	822,703	100,295	922,998
Current Portion of Long-Term Liabilities	1,488,330	726,683	2,215,013
Total Current Liabilities	5,615,072	2,380,746	7,995,818
Noncurrent Liabilities			
Compensated Absences Payable	174,513	37,514	212,027
Net Pension Liability - Police Pension	18,277,928	-	18,277,928
Net Other Post-Employment Benefit Payable	195,608	-	195,608
General Obligation Bonds Payable - Net	13,079,449	4,849,667	17,929,116
IEPA Loans Payable	-	456,734	456,734
Total Noncurrent Liabilities	31,727,498	5,343,915	37,071,413
Total Liabilities	37,342,570	7,724,661	45,067,231
DEFERRED INFLOWS OF RESOURCES			
Property Taxes	8,035,300	96,000	8,131,300
Deferred Items - IMRF	2,751,314	1,680,005	4,431,319
Deferred Items - Police Pension	1,983,937	-	1,983,937
Total Deferred Inflows of Resources	12,770,551	1,776,005	14,546,556
Total Liabilities and Deferred Inflows of Resources	50,113,121	9,500,666	59,613,787
NET POSITION			
Net Investment in Capital Assets	105,144,748	64,983,642	170,128,390
Restricted - Public Safety	2,770,728	-	2,770,728
Restricted - Highways and Streets	628,321	-	628,321
Restricted - Debt Service	41,353	-	41,353
Restricted - Economic Development	234,446	-	234,446
Unrestricted	5,209,892	30,753,776	35,963,668
Total Net Position	114,029,488	95,737,418	209,766,906

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Activities

For the Fiscal Year Ended December 31, 2017

		Program Revenues		
		Charges for Services	Operating Grants/ Contributions	Capital Grants/ Contributions
	Expenses			
Governmental Activities				
General Government	\$ 6,554,540	2,266,598	20,079	-
Public Safety	12,702,110	2,324,239	2,883	-
Highways and Streets	6,702,687	38,628	8,745	279,500
Interest on Long-Term Debt	503,767	-	-	-
Total Governmental Activities	26,463,104	4,629,465	31,707	279,500
Business-Type Activities				
Water and Sanitary Sewer	12,208,313	14,323,212	-	-
Village Links/Reserve 22	5,466,490	5,273,933	-	-
Parking	292,011	380,318	-	-
Residential Solid Waste	1,627,643	1,609,888	-	-
Total Business-Type Activities	19,594,457	21,587,351	-	-
Total Primary Government	46,057,561	26,216,816	31,707	279,500

General Revenues
 Taxes
 Property
 Home Rule Sales
 Utility
 Real Estate Transfer
 Other Taxes
 Intergovernmental - Unrestricted
 Shared Income Tax
 Shared Sales and Use Tax
 Motor Fuel Tax
 Interest
 Miscellaneous
 Transfers - Internal Activity

Change in Net Position

Net Position - Beginning

Net Position - Ending

The notes to the financial statements are an integral part of this statement.

Primary Government		
Net (Expenses)/Revenues		
Governmental Activities	Business-Type Activities	Totals
(4,267,863)	-	(4,267,863)
(10,374,988)	-	(10,374,988)
(6,375,814)	-	(6,375,814)
(503,767)	-	(503,767)
(21,522,432)	-	(21,522,432)
-	2,114,899	2,114,899
-	(192,557)	(192,557)
-	88,307	88,307
-	(17,755)	(17,755)
-	1,992,894	1,992,894
(21,522,432)	1,992,894	(19,529,538)
7,880,722	96,863	7,977,585
1,962,519	-	1,962,519
1,944,348	-	1,944,348
771,471	-	771,471
196,982	-	196,982
2,550,376	-	2,550,376
4,129,461	-	4,129,461
708,241	-	708,241
234,575	109,102	343,677
358,206	421,238	779,444
100,000	(100,000)	-
20,836,901	527,203	21,364,104
(685,531)	2,520,097	1,834,566
114,715,019	93,217,321	207,932,340
114,029,488	95,737,418	209,766,906

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Balance Sheet - Governmental Funds
December 31, 2017

	General	Debt Service	Capital Projects	Nonmajor	Totals
ASSETS					
Cash and Investments	\$ 10,118,019	41,353	8,332,281	5,750,590	24,242,243
Receivables - Net of Allowances					
Taxes	9,126,997	-	290,791	426,817	9,844,605
Accounts	34,314	-	5,000	353,492	392,806
Other	201,644	-	-	-	201,644
Due from Other Governments	-	1,375,000	-	61,355	1,436,355
Prepays	149,003	-	-	-	149,003
Total Assets	19,629,977	1,416,353	8,628,072	6,592,254	36,266,656
LIABILITIES					
Accounts Payable	530,713	-	1,324,914	20,760	1,876,387
Accrued Payroll	426,103	-	-	917	427,020
Retainage Payable	-	-	206,807	-	206,807
Deposits Payable	667,349	-	-	100,000	767,349
Due to Other Governments	2,812	-	-	-	2,812
Unearned Revenue	210,257	-	2,000	610,446	822,703
Total Liabilities	1,837,234	-	1,533,721	732,123	4,103,078
DEFERRED INFLOWS OF RESOURCES					
Property Taxes	7,608,483	-	-	426,817	8,035,300
Unavailable Revenue	-	1,375,000	-	-	1,375,000
Total Deferred Inflows of Resources	7,608,483	1,375,000	-	426,817	9,410,300
Total Liabilities and Deferred Inflows of Resources	9,445,717	1,375,000	1,533,721	1,158,940	13,513,378
FUND BALANCES					
Nonspendable	149,003	-	-	-	149,003
Restricted	657,989	41,353	-	2,994,324	3,693,666
Committed	172,207	-	3,396,838	491,086	4,060,131
Assigned	-	-	3,697,513	1,947,904	5,645,417
Unassigned	9,205,061	-	-	-	9,205,061
Total Fund Balances	10,184,260	41,353	7,094,351	5,433,314	22,753,278
Total Liabilities, Deferred Inflows of Resources and Fund Balances	19,629,977	1,416,353	8,628,072	6,592,254	36,266,656

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Reconciliation of Total Governmental Fund Balance to
Net Position - Governmental Activities

December 31, 2017

Total Governmental Fund Balances	\$ 22,753,278
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	117,181,787
Less: Internal Service Capital Assets	(1,919,784)
A net pension asset is not considered to represent a financial resource and therefore is not reported in the funds.	883,473
Deferred outflows (inflows) of resources related to the pensions not reported in the funds.	
Deferred Items - IMRF	(2,040,096)
Deferred Items - Police Pension	231,892
Certain revenues that are deferred in the governmental funds are recognized as revenue in the governmental activities	1,375,000
Internal service funds are used by the Village to charge the costs of vehicle and equipment management and employee compensated absences to individual funds. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Position	8,744,448
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Compensated Absences Payable	(643,690)
Net Pension Liability - Police Pension	(18,277,928)
Net Other Post-Employment Benefit Payable	(195,608)
General Obligation Bonds Payable	(13,940,000)
Unamortized Bond Premium	(123,284)
Net Position of Governmental Activities	114,029,488

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended December 31, 2017

	General	Debt Service	Capital Projects	Nonmajor	Totals
Revenues					
Taxes	\$ 9,647,432	-	2,715,819	392,791	12,756,042
Intergovernmental	6,825,079	508,108	279,500	728,496	8,341,183
Licenses and Permits	1,155,951	-	-	-	1,155,951
Charges for Services	1,368,987	-	-	1,141,315	2,510,302
Fines and Forfeitures	963,212	-	-	-	963,212
Interest	81,499	157	84,181	21,661	187,498
Miscellaneous	-	-	97,658	43,650	141,308
Total Revenues	20,042,160	508,265	3,177,158	2,327,913	26,055,496
Expenditures					
Current					
General Government	4,198,115	-	-	97,229	4,295,344
Public Safety	9,233,465	-	-	666,964	9,900,429
Highways and Streets	2,011,719	-	-	593,231	2,604,950
Capital Outlay	123,414	-	13,844,624	335,185	14,303,223
Debt Service					
Principal Retirement	-	950,000	-	-	950,000
Interest and Fiscal Charges	-	512,602	-	-	512,602
Total Expenditures	15,566,713	1,462,602	13,844,624	1,692,609	32,566,548
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,475,447	(954,337)	(10,667,466)	635,304	(6,511,052)
Other Financing Sources (Uses)					
Disposal of Capital Assets	-	-	-	582,430	582,430
Transfers In	-	954,044	3,916,767	923,031	5,793,842
Transfers Out	(4,739,798)	-	(954,044)	-	(5,693,842)
	(4,739,798)	954,044	2,962,723	1,505,461	682,430
Net Change in Fund Balances	(264,351)	(293)	(7,704,743)	2,140,765	(5,828,622)
Fund Balances - Beginning	10,448,611	41,646	14,799,094	3,292,549	28,581,900
Fund Balances - Ending	10,184,260	41,353	7,094,351	5,433,314	22,753,278

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances
to the Statement of Activities - Governmental Activities

For the Fiscal Year Ended December 31, 2017

Net Change in Fund Balances - Total Governmental Funds \$ (5,828,622)

Amounts reported for governmental activities in the Statement of Activities
are different because:

Governmental funds report capital outlays as expenditures. However, in the
Statement of Activities the cost of those assets is allocated over their estimated
useful lives and reported as depreciation expense.

Capital Outlays	9,417,158
Depreciation Expense	(3,120,826)
Disposals - Cost	(1,226,068)
Disposals - Accumulated Depreciation	373,376

The net effect of deferred outflows (inflows) of resources related
to the pensions not reported in the funds.

Change in Deferred Items - IMRF	(3,048,375)
Change in Deferred Items - Police Pension	(2,866,840)

A deduction to certain revenues recognized as revenue only in the governmental funds.	(425,000)
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The issuance of long-term debt provides current financial resources to
governmental funds, while the repayment of the principal on long-term
debt consumes the current financial resources of the governmental funds.

Additions to Compensated Absences Payable	(32,798)
Deductions to Net Pension Asset - IMRF	2,816,301
Deductions to Net Pension Liability - Police Pension	1,957,772
Additions to Net Other Post-Employment Benefit Payable	(64,963)
Retirement of Debt	950,000
Amortization of Bond Premium	8,835

Internal service funds are used by the Village to charge the costs of vehicle and equipment
management and employee compensated absences to individual funds.

The net revenue of certain activities of internal service funds is reported with governmental activities.	404,519
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Changes in Net Position of Governmental Activities	(685,531)
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VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Net Position - Proprietary Funds
December 31, 2017

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
ASSETS					
Current Assets					
Cash and Investments	\$ 13,052,401	1,295,053	2,146,215	16,493,669	6,007,407
Receivables - Net of Allowances					
Property Taxes	96,000	-	-	96,000	-
Accounts	2,401,704	23,358	294,275	2,719,337	87,670
Due from Other Governments	363,630	-	-	363,630	-
Prepays and Other	21,536	16,250	3,300	41,086	679,982
Inventories	-	90,734	8,422	99,156	108,587
Total Current Assets	15,935,271	1,425,395	2,452,212	19,812,878	6,883,646
Noncurrent Assets					
Capital Assets					
Nondepreciable	376,064	15,767,399	16,221	16,159,684	-
Depreciable	78,411,252	13,343,732	4,067,828	95,822,812	5,420,494
Accumulated Depreciation	(34,062,814)	(4,206,633)	(2,822,396)	(41,091,843)	(3,500,710)
	44,724,502	24,904,498	1,261,653	70,890,653	1,919,784
Other Assets					
Equity Interest in Joint Venture	13,541,500	-	-	13,541,500	-
Net Pension Asset	192,954	346,513	-	539,467	-
Total Noncurrent Assets	58,458,956	25,251,011	1,261,653	84,971,620	1,919,784
Total Assets	74,394,227	26,676,406	3,713,865	104,784,498	8,803,430
DEFERRED OUTFLOWS OF RESOURCES					
Deferred Items - IMRF	155,332	278,951	-	434,283	-
Loss on Refunding	-	19,303	-	19,303	-
Total Deferred Outflows of Resources	155,332	298,254	-	453,586	-
Total Assets and Deferred Outflow of Resources	74,549,559	26,974,660	3,713,865	105,238,084	8,803,430

The notes to the financial statements are an integral part of this statement.

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
LIABILITIES					
Current Liabilities					
Accounts Payable	\$ 817,446	73,202	330,741	1,221,389	10,763
Accrued Payroll	43,141	55,442	-	98,583	12,901
Accrued Interest	4,494	-	-	4,494	-
Deposits Payable	229,302	-	-	229,302	-
Unearned Revenue	-	100,295	-	100,295	-
Current Portion of Long-Term Debt	143,652	583,031	-	726,683	9,183
Total Current Liabilities	1,238,035	811,970	330,741	2,380,746	32,847
Noncurrent Liabilities					
Compensated Absences Payable	17,183	20,331	-	37,514	26,135
General Obligation Bonds Payable - Net	-	4,849,667	-	4,849,667	-
IEPA Loans Payable	456,734	-	-	456,734	-
Total Noncurrent Liabilities	473,917	4,869,998	-	5,343,915	26,135
Total Liabilities	1,711,952	5,681,968	330,741	7,724,661	58,982
DEFERRED INFLOWS OF RESOURCES					
Property Taxes	96,000	-	-	96,000	-
Deferred Items - IMRF	600,896	1,079,109	-	1,680,005	-
Total Deferred Inflows of Resources	696,896	1,079,109	-	1,776,005	-
Total Liabilities and Deferred Inflow of Resources	2,408,848	6,761,077	330,741	9,500,666	58,982
NET POSITION					
Net Investment in Capital Assets	44,173,021	19,548,968	1,261,653	64,983,642	1,919,784
Committed	1,246,823	26,172	90,463	1,363,458	61,234
Unrestricted	26,720,867	638,443	2,031,008	29,390,318	6,763,430
Total Net Position	72,140,711	20,213,583	3,383,124	95,737,418	8,744,448

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds
For the Fiscal Year Ended December 31, 2017

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
Operating Revenues					
Charges for Services	\$ 14,323,212	5,273,933	1,990,206	21,587,351	-
Interfund Services	-	-	-	-	4,663,275
Total Operating Revenues	14,323,212	5,273,933	1,990,206	21,587,351	4,663,275
Operating Expenses					
Operations	10,366,331	4,959,735	1,799,806	17,125,872	4,015,217
Depreciation and Amortization	1,827,211	361,609	119,848	2,308,668	388,318
Total Operating Expenses	12,193,542	5,321,344	1,919,654	19,434,540	4,403,535
Operating Income (Loss)	2,129,670	(47,411)	70,552	2,152,811	259,740
Nonoperating Revenues (Expenses)					
Interest Income	84,356	9,977	14,769	109,102	47,077
Property Taxes	96,863	-	-	96,863	-
Joint Venture Income	591,902	-	-	591,902	-
Other Income	-	-	-	-	28,660
Disposal of Capital Assets	(170,664)	-	-	(170,664)	69,042
Interest Expense	(14,771)	(145,146)	-	(159,917)	-
	587,686	(135,169)	14,769	467,286	144,779
Income (Loss) Before Transfers	2,717,356	(182,580)	85,321	2,620,097	404,519
Transfers Out	(100,000)	-	-	(100,000)	-
Change in Net Position	2,617,356	(182,580)	85,321	2,520,097	404,519
Net Position - Beginning	69,523,355	20,396,163	3,297,803	93,217,321	8,339,929
Net Position - Ending	72,140,711	20,213,583	3,383,124	95,737,418	8,744,448

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

**Statement of Cash Flows - Proprietary Funds
December 31, 2017**

See Following Page

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Cash Flows - Proprietary Funds
For the Fiscal Year Ended December 31, 2017

	<u>Water and Sanitary Sewer</u>
Cash Flows from Operating Activities	
Receipts from Customers and Users	\$ 14,379,463
Interfund Services Provided	-
Payments to Suppliers	(9,554,295)
Payments to Employees	(963,023)
	<u>3,862,145</u>
Cash Flows from Capital and Related Financing Activities	
Disposal of Capital Assets	-
Purchase of Capital Assets	(1,820,826)
Principal Retirement	(92,422)
Interest Expense	(14,771)
	<u>(1,928,019)</u>
Cash Flows from Noncapital Financing Activities	
Transfers Out	<u>(100,000)</u>
Cash Flows from Investing Activities	
Interest Income	<u>84,356</u>
Net Change in Cash and Cash Equivalents	1,918,482
Cash and Cash Equivalents - Beginning	<u>11,133,919</u>
Cash and Cash Equivalents - Ending	<u><u>13,052,401</u></u>
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities	
Operating Income	2,129,670
Adjustments to Reconcile Operating Income Income to Net Cash Provided by (Used in) Operating Activities:	
Depreciation and Amortization Expense	1,827,211
Other Income (Expense)	132,858
(Increase) Decrease in Current Assets	(76,607)
Increase (Decrease) in Current Liabilities	(150,987)
Net Cash Provided by Operating Activities	<u><u>3,862,145</u></u>

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise			Governmental Activities
Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
5,387,548	2,010,887	21,777,898	-
-	-	-	4,752,584
(2,974,832)	(1,626,309)	(14,155,436)	(3,721,228)
(2,014,350)	-	(2,977,373)	(293,597)
398,366	384,578	4,645,089	737,759
-	-	-	69,042
(100,777)	(264,525)	(2,186,128)	(308,308)
(510,000)	-	(602,422)	-
(145,146)	-	(159,917)	-
(755,923)	(264,525)	(2,948,467)	(239,266)
-	-	(100,000)	-
9,977	14,769	109,102	47,077
(347,580)	134,822	1,705,724	545,570
1,642,633	2,011,393	14,787,945	5,461,837
1,295,053	2,146,215	16,493,669	6,007,407
(47,411)	70,552	2,152,811	259,740
361,609	119,848	2,308,668	388,318
112,550	-	245,408	28,660
1,065	20,681	(54,861)	60,649
(29,447)	173,497	(6,937)	392
398,366	384,578	4,645,089	737,759

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Fiduciary Net Position - Pension Trust Fund
December 31, 2017

	<u>Police Pension</u>
ASSETS	
Cash and Cash Equivalents	\$ 2,213,400
Investments	
U.S. Government and Agency Obligations	5,311,510
Corporate Bonds	5,842,422
Insurance Contract	1,003,975
Mutual Funds	16,029,611
Receivables	
Accrued Interest	<u>80,422</u>
Total Assets	30,481,340
LIABILITIES	
Accounts Payable	<u>775</u>
NET POSITION	
Net Position Restricted for Pensions	<u><u>30,480,565</u></u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Changes in Fiduciary Net Position - Pension Trust Fund
For the Fiscal Year Ended December 31, 2017

	Police Pension
Additions	
Contributions - Employer	\$ 1,613,000
Contributions - Plan Members	347,262
Total Contributions	<u>1,960,262</u>
Investment Earnings	
Interest Earned	15,030,562
Net Change in Fair Value	<u>(11,670,693)</u>
	3,359,869
Less Investment Expenses	<u>(83,975)</u>
Net Investment Income	<u>3,275,894</u>
Total Additions	<u>5,236,156</u>
Deductions	
Administration	17,278
Benefits and Refunds	<u>2,141,300</u>
Total Deductions	<u>2,158,578</u>
Change in Fiduciary Net Position	3,077,578
Net Position Restricted for Pensions	
Beginning	<u>27,402,987</u>
Ending	<u><u>30,480,565</u></u>

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Village of Glen Ellyn, Illinois (the Village), is a municipal corporation governed by a seven-member board consisting of six trustees and the Village President. The Village's major operations include police protection, highways and streets maintenance and reconstruction, planning and zoning services, public improvements, economic development, water and sanitary sewer, golf course and recreation, parking, solid waste collection, and general administrative services.

The government-wide financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant of the Village's accounting policies established in GAAP and used by the Village are described below.

REPORTING ENTITY

The Village's financial reporting entity comprises the following:

Primary Government:	Village of Glen Ellyn
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In determining the financial reporting entity, the Village complies with the provisions of GASB Statement No. 61, "The Financial Reporting Omnibus – an Amendment of GASB Statements No. 14 and No. 34," and includes all component units that have a significant operational or financial relationship with the Village. Based upon the criteria set forth in the GASB Statement No. 61, there are no component units included in the reporting entity.

Police Pension Employees Retirement System

The Village's sworn police employees participate in the Police Pension Employees Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the Village's President, one elected pension beneficiary and two elected police employees constitute the pension board. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the PPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's police employees. The PPERS is reported as a pension trust fund.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****BASIS OF PRESENTATION****Government-Wide Statements**

The Village's basic financial statements include both government-wide (reporting the Village as a whole) and fund financial statements (reporting the Village's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Village's police and fire protection, highways and streets maintenance and reconstruction, planning and zoning services, public improvements, economic development, and general administrative services are classified as governmental activities. The Village's water and sanitary sewer, golf course and recreation, parking, and residential solid waste services are classified as business-type activities.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns are: (a) presented on a consolidated basis by column, and (b) reported on a full accrual, economic resource basis, which recognizes all long-term assets/deferred outflows and receivables as well as long-term debt/deferred inflows and obligations. The Village's net position is reported in three parts: net investment in capital assets; restricted; and unrestricted. The Village first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Village's functions and business-type activities (general government, public safety, highways and streets, etc.). The functions are supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) charges to customers or applicants who purchase, use, or directly benefit from foods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The net costs (by function or business-type activity) are normally covered by general revenue (property tax, sales tax, intergovernmental revenues, interest income, etc.).

The Village does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating funds that is eliminated like a reimbursement (reducing the revenue and expense in the General Fund) to recover the direct costs of General Fund services provided (finance, personnel, purchasing, legal, technology management, etc.).

This government-wide focus is more on the sustainability of the Village as an entity and the change in the Village's net position resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Village are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets/deferred outflows, liabilities/deferred inflows, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****BASIS OF PRESENTATION – Continued****Fund Financial Statements – Continued**

GASB Statement No. 34 sets forth minimum criteria (percentage of the assets/deferred outflows, liabilities/deferred inflows, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The Village electively added funds, as major funds, which either have debt outstanding or a specific or community focus. The nonmajor funds are combined in a column in the fund financial statements. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and

Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The various funds are reported by generic classification within the financial statements. The following fund types are used by the Village:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Village:

General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is a major fund.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Village maintains five nonmajor special revenue funds.

Debt Service Funds are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The Debt Service Fund is treated as a major fund and is used to account for monies restricted, committed or assigned to pay for principal and interest payments on the Village's debt obligations.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued**BASIS OF PRESENTATION – Continued****Fund Financial Statements – Continued****Governmental Funds – Continued**

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The Village maintains three capital projects funds. The Capital Projects Fund, a major fund, is used to account for the financing of general street and infrastructure projects. Financing is primarily provided through utility taxes assigned for capital purposes, a transfer of property taxes from the General Fund and supplemented by grants for various projects.

Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Village:

Enterprise Funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Village maintains four enterprise funds. The Water and Sanitary Sewer Fund, a major fund, is used to account for the provisions of water and sanitary sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services and billing and collection. The Village Links/Reserve 22 Fund, also a major fund, is used to account for the operations of the Village Links golf course and Reserve 22 restaurant facilities. Financing is provided by user charges.

Internal Service Funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Village on a cost-reimbursement basis. The Village maintains two internal services funds. The Insurance Fund is used to account for the accumulation of monies for the purpose of providing a staff health benefit plan and participation in the Municipal Insurance Cooperative Agency (MICA), a public entity risk management/insurance pool. Financing is provided by charges to other funds and contributions from employees. The Equipment Services Fund is used to account for the cost of maintaining and replacing Village owned vehicles and equipment. Financing is provided by charges to other funds.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued**BASIS OF PRESENTATION – Continued****Fund Financial Statements – Continued****Proprietary Funds – Continued**

Internal Service Funds – Continued. The Village's internal service funds are presented in the proprietary funds financial statements. Because the principal users of the internal services are the Village's governmental activities, the financial statements of the internal service funds are consolidated into the governmental column when presented in the government-wide financial statements. To the extent possible, the cost of these services is reported in the appropriate functional activity (general government, public safety, highways and streets, etc.).

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Village programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

Pension Trust Funds are used to account for assets held in a trustee capacity for pension benefit payments. The Police Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's police force.

The Village's pension trust is presented in the fiduciary fund financial statements. Since by definition these assets are being held for the benefit of a third party (pension participants) and cannot be used to address activities or obligations of the Village, these funds are not incorporated into the government-wide statements.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined below. In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued**MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued****Measurement Focus – Continued**

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets/deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary and pension trust funds utilize an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows and liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported. Proprietary and pension trust fund equity is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflow is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Village recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues, except for sales taxes and utility taxes which use a 90-day period. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, sales and use taxes, franchise taxes, licenses, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

All proprietary and pension trust funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued**MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued****Basis of Accounting – Continued**

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Village's enterprise funds and of the Village's internal service funds are charges to customers for sales and services. The Village also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY**Cash and Investments**

For the purpose of the Statement of Net Position, cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent. For the purpose of the proprietary funds "Statement of Cash Flows," cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and all highly liquid investments with an original maturity of three months or less.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Village categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Receivables

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivables balances for governmental activities include property taxes, sales and use taxes, franchise taxes, and grants. Business-type activities report charges for services as their major receivables.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued**ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued****Interfund Receivables, Payables and Activity**

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Internal service fund services provided and used are not eliminated in the process of consolidation. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

Prepays/Inventories

Prepays/inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements. The costs of governmental fund-type prepaids/inventories are recorded as expenditures when consumed rather than when purchased.

Capital Assets

Capital assets purchased or acquired with an original cost of \$20,000 or more, depending on asset class, are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Village as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. Infrastructure such as streets, traffic signals and signs are capitalized. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are capitalized at estimated fair market value on the date donated.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued****Capital Assets – Continued**

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Land Improvements	10 - 45 Years
Buildings and Improvements	10 - 45 Years
Vehicles	5 - 10 Years
Machinery, Equipment and Other	5 - 30 Years
Bridges	40 - 50 Years
Storm Sewers	40 - 50 Years
Streets	40 - 50 Years
Water and Sanitary Sewer System	20 - 45 Years

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents an acquisition of net position that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

Compensated Absences

The Village accrues accumulated unpaid vacation and associated employee-related costs when earned (or estimated to be earned) by the employee. In accordance with GASB Statement No. 16, no liability is recorded for nonvesting accumulation rights to receive sick pay benefits.

All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses at the time of issuance.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued****Long-Term Obligations – Continued**

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position

In the government-wide financial statements, equity is classified as net position and displayed in three components:

Net Investment in Capital Assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislations.

Unrestricted – All other net position balances that do not meet the definition of “restricted” or “net investment in capital assets.”

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**BUDGETARY INFORMATION**

Budgets are adopted on a basis consistent with generally accepted accounting principles, except that depreciation and amortization are not budgeted to proprietary funds. Annual appropriated budgets are adopted for the general, special revenue, debt service, capital projects, enterprise, internal service, and pension trust funds, except the Forfeiture Fund. All annual appropriations lapse at fiscal year-end.

All departments of the Village submit requests for appropriation to the Village Manager so that a budget may be prepared. The budget is prepared by fund, function and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – Continued****BUDGETARY INFORMATION – Continued**

The proposed budget is presented to the governing body for review. The governing body holds public hearings and may add to, subtract from, or change appropriations, but may not change the form of the budget.

The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures/expenses of any fund must be approved by the governing body.

Expenditures/expenses may not legally exceed budgeted appropriations at the fund level. During the year, supplemental appropriations were necessary and are reflected in the financial statements.

EXCESS OF ACTUAL EXPENDITURES/EXPENSES OVER BUDGET IN INDIVIDUAL FUNDS

The following fund had an excess of actual expenditures/expenses, exclusive of depreciation, over budget as of the date of this report:

Fund	Excess
Debt Service	\$ 100
Village Links/Reserve 22	57,504
Residential Solid Waste	81,648

NOTE 3 – DETAIL NOTES ON ALL FUNDS**DEPOSITS AND INVESTMENTS**

The Village maintains a cash and investment pool that is available for use by all funds except the pension trust funds. Each fund type's portion of this pool is displayed on the financial statements as "cash and investments." In addition, investments are separately held by several of the Village's funds. The deposits and investments of the pension trust funds are held separately from those of other funds.

Permitted Deposits and Investments – Statutes authorize the Village to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, Illinois Funds and the Illinois Metropolitan Investment Fund (IMET).

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued**DEPOSITS AND INVESTMENTS – Continued**

The Illinois Funds is an investment pool managed by the Illinois Public Treasurer's Office which allows governments within the State to pool their funds for investment purposes. Although not registered with the SEC, Illinois Funds operates in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in Illinois Funds are valued at the share price, the price for which the investment could be sold.

The Illinois Metropolitan Investment Fund (IMET) is a non-for-profit investment trust formed pursuant to the Illinois Municipal Code. IMET is managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an Investment Company. Investments in IMET are valued at the share price, the price for which the investment could be sold.

The deposits and investments of the Pension Fund are held separately from those of other Village funds. Statutes authorize the Pension Fund to make deposits/invest in interest bearing direct obligations of the United States of America; obligations that are fully guaranteed or insured as to the payment of principal and interest by the United States of America; bonds, notes, debentures, or similar obligations of agencies of the United States of America; savings accounts or certificates of deposit issued by banks or savings and loan associations chartered by the United States of America or by the State of Illinois, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government; credit unions, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government; State of Illinois bonds; pooled accounts managed by the Illinois Funds Market Fund (formerly known as IPTIP, Illinois Public Treasurer's Investment Pool), or by banks, their subsidiaries or holding companies, in accordance with the laws of the State of Illinois; bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois; direct obligations of the State of Israel; money market mutual funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies, provided the portfolio is limited to specified restrictions; general accounts of life insurance companies; and separate accounts of life insurance companies and mutual funds, the mutual funds must meet specific restrictions, provided the investment in separate accounts and mutual funds does not exceed ten percent of the Pension Fund's plan net position; and corporate bonds managed through an investment advisor, rated as investment grade by one of the two largest rating services at the time of purchase. Pension Funds with plan net position of \$2.5 million or more may invest up to forty-five percent of plan net position in separate accounts of life insurance companies and mutual funds. Pension Funds with plan net position of at least \$5 million that have appointed an investment advisor, may through that investment advisor invest up to forty-five percent of the plan net position in common and preferred stocks that meet specific restrictions. In addition, pension funds with plan net position of at least \$10 million that have appointed an investment advisor, may invest up to fifty percent of its net position in common and preferred stocks and mutual funds that meet specific restrictions effective July 1, 2011 and up to fifty-five percent effective July 1, 2012.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****DEPOSITS AND INVESTMENTS – Continued****Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk**

Deposits. At year-end, the carrying amount of the Village's deposits for governmental and business-type activities totaled \$23,754,614 and the bank balances totaled \$23,874,220.

Investments. The Village has the following investment fair values and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Agency Obligations	\$ 2,488,261	1,497,414	990,847	-	-
Illinois Funds	20,496,856	20,496,856	-	-	-
IMET	3,588	3,588	-	-	-
	<u>22,988,705</u>	<u>21,997,858</u>	<u>990,847</u>	<u>-</u>	<u>-</u>

The Village has the following recurring fair value measurements as of December 31, 2017:

Investments by Fair Value Level	Total	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Agency Obligations	\$ 2,488,261	-	2,488,261	-
Investments Measured at the Net Asset Value (NAV)				
Illinois Funds	20,496,856			
IMET	3,588			
	<u>20,500,444</u>			
Total Investments Measured at Fair Value	<u>22,988,705</u>			

Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****DEPOSITS AND INVESTMENTS – Continued****Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued**

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the Village limits its exposure by structuring the portfolio to provide liquidity for operating funds and by investing in shorter-term securities. The investment policy limits the maximum maturity length of investments to five years from the date of purchase, except if matched to anticipated cash flow requirements (e.g., reserve funds), in which maturity can extend beyond five years. Any investment in security with a maturity longer than five years requires approval by the Village Board. The Village's investments in the Illinois Funds and the IMET Fund have an average maturity of less than one year.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Village limits its exposure by primarily investing in Illinois Funds and IMET. However, the Village's investment policy does not contain any guidance on credit risk except of investments in commercial paper (rated within the three highest classifications by at least two standard rating services). At year-end, the Village's investment in the Illinois Funds was rated AAAm by Standard & Poor's. The Illinois Metropolitan Investment Trust Convenience Fund is not rated and the Illinois Metropolitan Investment Trust 1-3 Year Fund is rated Aaa-bf by Moody's. The Village's investment in U.S. Agency Obligations is rated AA+ by Standard & Poor's.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. The Village's investment policy requires pledging of collateral with a fair value of at least 110% of all bank balances in excess of federal depository insurance with the collateral held by an independent third party of the Federal Reserve Bank of Chicago in the Village's name. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. To limits its exposure, the Village's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by a third-party custodian in the Village's name. The Village's investments in the Illinois Funds and IMET are not subject to custodial credit risk.

Concentration Risk. This is the risk of loss attributed to the magnitude of the Village's investment in a single issuer. The Village's investment policy states that no financial institution shall hold more than 25% of the Village's investment portfolio, that monies, deposited at a financial institution shall not exceed 15% of the capital stock and surplus of that institution, commercial paper shall not exceed 10% of the Village's investment portfolio. Public investment pools, such as the IMET and the Illinois Funds, may each comprise up to 25% and 75% of the Village's investment portfolio, respectively. At year-end, the Village has no investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Fund's deposits totaled \$2,213,400 and the bank balances totaled \$2,225,900.

Investments. The Fund has the following investment fair values and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Treasuries	\$ 744,965	-	442,594	302,371	-
U.S. Agencies	4,566,545	1,521,237	2,691,132	246,560	107,616
Corporate Bonds	5,842,422	260,472	2,493,423	2,822,519	266,008
	11,153,932	1,781,709	5,627,149	3,371,450	373,624

The Fund has the following recurring fair value measurements as of December 31, 2017:

Investments by Fair Value Level	Total	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Treasuries	\$ 744,965	744,965	-	-
U.S. Agencies	4,566,545	-	4,566,545	-
Corporate Bonds	5,842,422	-	5,842,422	-
Equity Securities				
Insurance Contracts	1,003,975	1,003,975	-	-
Mutual Funds	16,029,611	16,029,611	-	-
Total Investments Measured at Fair Value	28,187,518	17,778,551	10,408,967	-

Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****DEPOSITS AND INVESTMENTS – Continued****Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued**

Interest Rate Risk. In accordance with the Fund's investment policy, the Fund limits its exposure to interest rate risk by structuring the portfolio to achieve long-term rates of return consistent with the actuarial earnings rate while prudently managing the inherent risks that are related to the achievement of investment goals. The investment policy does not limit the maximum length of investments in the Fund.

Credit Risk. The Fund helps limit its exposure to credit risk by primarily investing in obligations guaranteed by the United States Government and securities issued by certain agencies of the United States Government that are explicitly or implicitly guaranteed by the United States Government. The U.S. Agency and U.S. Treasury obligations and the money market mutual funds ratings are not available. The corporate bonds are rated Baa3 to Aa3 by Moody's or not rated.

Custodial Credit Risk. The Fund's deposits are covered by FDIC insurance and flow-through FDIC insurance; however, the investment policy is silent regarding custodial credit risk for deposits. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For investments, the Fund's investment policy limits its exposure by requiring that all security transactions, that are exposed to custodial credit risk are processed on a delivery versus payment (DVP) basis, with the underlying custodian separate from where the investment was purchased and evidenced by safekeeping receipt. The money market mutual funds and mutual funds are not subject to custodial credit risk.

Concentration Risk. The Fund's investment policy states that the Fund should be committed to asset allocation targets maintained through a disciplined rebalancing program. Diversification, both by and within assets classes, is the primary risk control element. The policy further specifies that asset allocation target ranges should be 30-50% for U.S. equities and within these equities; at least 65% should be invested in large capitalization companies, 25% in mid-cap companies and 10% in small-cap companies. Further, ranges for non-U.S. equities should be 0 to 10%; U.S. bonds, 50%; and cash equivalents, 5%. In addition to the securities and fair values listed above, the Fund also has \$16,029,611 invested in mutual funds, and \$1,003,975 invested in an insurance contract. At year-end, the Fund has no investments over 5 percent of net plan assets available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

The Fund's investment policy in accordance with Illinois Compiled Statutes (ILCS) establishes the following target allocation across asset classes:

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****DEPOSITS AND INVESTMENTS – Continued****Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued***Concentration Risk – Continued*

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	35.00%	2.60%
U.S. Equity Funds	30.00%	7.40%
International Equity	20.00%	7.70%
Global Tactical	5.00%	5.70%
Ral Estate - Core	10.00%	7.50%
Cash and Cash Equivalents	0.00%	2.10%

Illinois Compiled Statutes (ILCS) limit the Fund's investments in equities, mutual funds and variable annuities to 65%. Securities in any one company should not exceed 5% of the total fund.

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in January of 2017 in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding the expected inflation. Best estimates or arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2017, are listed in the table above.

Rate of Return

For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 11.98%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

PROPERTY TAXES

Property taxes for 2016 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by DuPage County and are payable in two installments, on or about June 1 and September 1 during the following year. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy to reflect actual collection experience.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****INTERGOVERNMENTAL RECEIVABLE**

A portion of the General Obligation Refunding bonds of 2010 and all of the General Obligation Taxable Bonds of 2010 were issued to provide financing to the Glen Ellyn Public Library (the Library). The Library is repaying these bonds issued by the Village. Future principal and interest payments owed from the Library are as follows, with the principal portion recorded as an intergovernmental receivable in the debt service fund/governmental activities.

The annual debt service requirements are as follows:

Fiscal Year	Principal	Interest	Totals
2018	\$ 440,000	63,982	503,982
2019	460,000	44,182	504,182
2020	475,000	22,562	497,562
Totals	<u>1,375,000</u>	<u>130,726</u>	<u>1,505,726</u>

INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS**Interfund Transfers**

Interfund transfers for the year consisted of the following:

Transfer In	Transfer Out	Amount
Debt Service	Capital Projects	\$ 954,044 (2)
Capital Projects	General	3,916,767 (3)
Nonmajor Governmental	General	823,031 (3)
Nonmajor Governmental	Water and Sanitary Sewer	<u>100,000 (1)</u>
		<u>5,793,842</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS

Governmental Activities

Governmental capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	\$ 8,514,510	-	590,000	7,924,510
Land Right of Way	21,249,057	-	11,933	21,237,124
Permanent Easement	77,010	-	-	77,010
Construction in Progress	6,829,541	10,400,839	16,550,830	679,550
	<u>36,670,118</u>	<u>10,400,839</u>	<u>17,152,763</u>	<u>29,918,194</u>
Depreciable Capital Assets				
Land Improvements	298,244	145,795	-	444,039
Buildings and Improvements	10,364,941	12,228,044	64,359	22,528,626
Vehicles	4,448,097	128,158	282,697	4,293,558
Equipment	2,593,006	829,196	-	3,422,202
Bridges	382,199	-	-	382,199
Storm Sewers	24,494,030	632,297	116,755	25,009,572
Streets	86,045,098	1,911,967	443,021	87,514,044
Other	20,000	-	-	20,000
	<u>128,645,615</u>	<u>15,875,457</u>	<u>906,832</u>	<u>143,614,240</u>
Less Accumulated Depreciation				
Land Improvements	230,912	32,033	-	262,945
Buildings and Improvements	6,881,337	577,794	30,022	7,429,109
Vehicles	3,121,995	329,295	282,697	3,168,593
Equipment	1,526,601	171,533	-	1,698,134
Bridges	252,677	6,370	-	259,047
Storm Sewers	7,747,098	498,381	42,862	8,202,617
Streets	33,732,956	1,889,738	300,492	35,322,202
Other	4,000	4,000	-	8,000
	<u>53,497,576</u>	<u>3,509,144</u>	<u>656,073</u>	<u>56,350,647</u>
Net Depreciable Capital Assets	<u>75,148,039</u>	<u>12,366,313</u>	<u>250,759</u>	<u>87,263,593</u>
Net Capital Assets	<u>111,818,157</u>	<u>22,767,152</u>	<u>17,403,522</u>	<u>117,181,787</u>

Depreciation expense was charged to governmental activities as follows:

General Government	\$ 263,894
Public Safety	418,311
Highways and Streets	2,438,621
Internal Service	<u>388,318</u>
	<u>3,509,144</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS – Continued

Business-Type Activities

Business-type capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	\$ 15,767,399	-	-	15,767,399
Construction in Progress	685,089	1,813,392	2,106,196	392,285
	<u>16,452,488</u>	<u>1,813,392</u>	<u>2,106,196</u>	<u>16,159,684</u>
Depreciable Capital Assets				
Land Improvements	9,094,402	276,068	-	9,370,470
Buildings	8,578,650	-	-	8,578,650
Machinery and Equipment	1,288,435	124,432	22,844	1,390,023
Vehicles	139,235	-	-	139,235
Water and Sanitary Sewer System	74,768,702	2,078,432	502,700	76,344,434
	<u>93,869,424</u>	<u>2,478,932</u>	<u>525,544</u>	<u>95,822,812</u>
Less Accumulated Depreciation				
Land Improvements	4,469,830	259,137	-	4,728,967
Buildings	2,331,124	209,958	-	2,541,082
Machinery and Equipment	966,285	64,974	22,844	1,008,415
Vehicles	106,816	5,721	-	112,537
Water and Sanitary Sewer System	31,262,453	1,770,425	332,036	32,700,842
	<u>39,136,508</u>	<u>2,310,215</u>	<u>354,880</u>	<u>41,091,843</u>
Net Depreciable Capital Assets	<u>54,732,916</u>	<u>168,717</u>	<u>170,664</u>	<u>54,730,969</u>
Net Capital Assets	<u>71,185,404</u>	<u>1,982,109</u>	<u>2,276,860</u>	<u>70,890,653</u>

Depreciation expense was charged to business-type activities as follows:

Water and Sanitary Sewer	\$ 1,827,211
Village Links/Reserve 22	363,156
Parking	<u>119,848</u>
	<u>2,310,215</u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****LONG-TERM DEBT****General Obligation Bonds**

The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental and business-type activities. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. General obligation bonds currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
General Obligation Refunding Bonds of 2010 (\$3,175,000), due in annual installments of \$120,000 to \$1,655,000 plus interest at 2.00% to 3.90% through January 1, 2023.	Village Links/ Reserve 22	\$ 1,645,000	-	285,000	1,360,000
General Obligation Taxable Bonds of 2010 (\$3,000,000), due in annual installments of \$390,000 to \$475,000 plus interest at 3.50% to 4.75% through January 1, 2021.	Debt Service	1,800,000	-	425,000	1,375,000
General Obligation Bonds of 2012 (\$5,005,000), due in annual installments of \$185,000 to \$305,000 plus interest at 2.00% to 2.50% through January 1, 2033.	Village Links/ Reserve 22	4,175,000	-	225,000	3,950,000
General Obligation Bonds of 2015 (\$13,435,000), due in annual installments of \$345,000 to \$920,000 plus interest at 2.00% to 4.00% through January 1, 2036.	Debt Service	13,090,000	-	525,000	12,565,000
		<u>20,710,000</u>	<u>-</u>	<u>1,460,000</u>	<u>19,250,000</u>

IEPA Loans Payable

The Village has entered into loan agreements with the IEPA to provide low interest financing for waterworks and sewerage improvements. Final repayment schedules are not available at the time of the issuance of this report. IEPA loans currently outstanding are as follows:

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 3 – DETAIL NOTES ON ALL FUNDS

LONG-TERM DEBT – Continued

IEPA Loans Payable – Continued

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
IEPA (L1724-5400) Loan Payable of 2006 - Due in annual installments of \$107,945, plus interest at 2.5%, through March 5, 2023.	Water and Sanitary Sewer	\$ 643,903	-	92,422	551,481

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

Type of Debt	Beginning Balances	Additions	Deductions	Ending Balances	Amounts Due within One Year
Governmental Activities					
Compensated Absences					
General	\$ 610,892	65,596	32,798	643,690	478,360
Internal Service	32,979	4,678	2,339	35,318	26,135
Net Pension Liability/(Asset) - IMRF	1,932,828	-	2,816,301	(883,473)	-
Net Pension Liability - Police	20,235,700	-	1,957,772	18,277,928	-
Net Other Post-Employment Benefit Obligation	130,645	64,963	-	195,608	-
General Obligation Bonds	14,890,000	-	950,000	13,940,000	975,000
Plus: Unamortized Premium	132,119	-	8,835	123,284	8,835
	37,965,163	135,237	5,768,045	32,332,355	1,488,330
Business-Type Activities					
Compensated Absences	156,081	11,797	23,594	144,284	106,770
Net Pension Liability/(Asset) - IMRF	1,165,923	-	1,705,390	(539,467)	-
General Obligation Bonds	5,820,000	-	510,000	5,310,000	520,000
Plus: Unamortized Premium	69,999	-	5,166	64,833	5,166
IEPA Loans Payable	643,903	-	92,422	551,481	94,747
	7,855,906	11,797	2,336,572	5,531,131	726,683

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****LONG-TERM DEBT – Continued****Long-Term Liability Activity – Continued**

For the governmental activities, payments on the compensated absences, the net pension liabilities/(asset) and the net other post-employment benefits obligation are made by the General Fund. Payments on general obligation bonds are liquidated by the Debt Service Fund. Internal service funds predominantly serve the governmental funds. Accordingly, long-term liabilities for them are included as part of the above totals for governmental activities. At year end, \$35,318 of internal service fund's compensated absences are included in the above amounts and is liquidated by the Equipment Services Fund.

Additionally, for business-type activities, the compensated absences and the net pension liabilities/(asset) are liquidated by the Water and Sanitary Sewer and the Village Links/Reserve 22 Fund. The Village Links/Reserve 22 Fund makes payments on the general obligation bonds. The IEPA Loans Payable is being liquidated by the Water and Sanitary Sewer Fund.

Debt Service Requirements to Maturity

The annual debt service requirements to maturity, including principal and interest, are as follows:

Fiscal Year	Governmental Activities		Business-Type Activities			
	General Obligation		General Obligation		IEPA	
	Bonds		Bonds		Loan Payable	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	\$ 975,000	482,526	520,000	132,096	94,747	13,198
2019	1,005,000	452,026	540,000	118,070	97,130	10,815
2020	1,040,000	414,056	555,000	102,696	99,573	8,372
2021	580,000	374,544	570,000	86,084	102,078	5,867
2022	600,000	357,144	365,000	68,904	104,646	3,299
2023	615,000	339,144	250,000	59,328	53,307	667
2024	635,000	320,694	255,000	54,328	-	-
2025	655,000	301,644	260,000	49,228	-	-
2026	675,000	281,994	265,000	44,028	-	-
2027	695,000	261,744	275,000	38,728	-	-
2028	715,000	240,894	280,000	33,090	-	-
2029	735,000	217,656	285,000	27,210	-	-
2030	760,000	192,850	290,000	21,082	-	-
2031	790,000	166,250	295,000	14,558	-	-
2032	815,000	138,600	305,000	7,626	-	-
2033	850,000	106,000	-	-	-	-
2034	880,000	72,000	-	-	-	-
2035	920,000	36,800	-	-	-	-
Totals	13,940,000	4,756,566	5,310,000	857,056	551,481	42,218

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****LONG-TERM DEBT – Continued****Legal Debt Margin**

Article VII, Section 6(k) of the 1970 Illinois Constitution governs the computation of legal debt margin.

“The General Assembly may limit by law the amount and require referendum approval of debt to the incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts.”

To date the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

Conduit Debt

The Village has issued Industrial Development Revenue Bonds (IDRBs) to provide financial assistance to private organizations, for the construction and acquisition of industrial and commercial improvements deemed to be in the public interest. The bonds are secured solely by the property financed and are payable solely from the payments received on the underlying mortgage loans on the property. The Village is not obligated in any manner for the repayment of the bonds. Accordingly, the bonds outstanding are not reported as a liability in these financial statements. As of December 31, 2017, there was one series of IDRBs outstanding. The aggregate principal amount payable for the IDRBs outstanding at December 31, 2017 was \$2,300,000.

NET POSITION/FUND BALANCE**Fund Balance Classifications**

In the governmental funds financial statements, the Village considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Village first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

Nonspendable Fund Balance. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE – Continued

Fund Balance Classifications – Continued

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Board of Trustees to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Assigned Fund Balance. Consists of amounts that are constrained by the Board of Trustees' intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by a) the Board of Trustees itself or b) a body or official to which the Board of Trustees has delegated the authority to assign amounts to be used for specific purposes. The Villages' highest level of decision-making authority is the Board of Trustees, who is authorized to assign amounts to a specific purpose.

Unassigned Fund Balance. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

Minimum Fund Balance Policy. The Village's fund balance policy for the General Fund requires unassigned fund balance to be maintained at a minimum of 25% current year expenditures, effective for the fiscal year 2013 budget, with the minimum increasing 1% annually until the minimum reaches 35%. Any fund balance in the General Fund in excess of the minimum can be assigned for other purposes.

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

	General	Debt Service	Capital Projects	Nonmajor	Totals
Fund Balances					
Nonspendable					
Prepays	\$ 149,003	-	-	-	149,003
Restricted					
Public Safety					
Police and Fire	657,989	-	-	2,112,739	2,770,728
Highways and Streets	-	-	-	628,321	628,321
Debt Service	-	41,353	-	-	41,353
Economic Development	-	-	-	253,264	253,264
	657,989	41,353	-	2,994,324	3,693,666
Committed					
Purchase Contracts	172,207	-	3,396,838	491,086	4,060,131
Assigned					
Capital Projects	-	-	3,697,513	1,947,904	5,645,417
Unassigned	9,205,061	-	-	-	9,205,061
Total Fund Balances	10,184,260	41,353	7,094,351	5,433,314	22,753,278

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued****NET POSITION/FUND BALANCE – Continued****Net Position Classifications**

Net investment in capital assets was comprised of the following as of December 31, 2017:

Governmental Activities

Capital Assets - Net of Accumulated Depreciation	\$ 117,181,787
Plus: Unspent Debt Proceeds	645,921
Less Capital Related Debt:	
General Obligation Bonds of 2015	(12,565,000)
Unamortized Premium	<u>(117,960)</u>
Net Investment in Capital Assets	<u><u>105,144,748</u></u>

Business-Type Activities

Capital Assets - Net of Accumulated Depreciation	70,890,653
Plus: Unamortized Loss on Refunding	19,303
Less Capital Related Debt:	
General Obligation Refunding Bonds of 2010	(1,360,000)
General Obligation Taxable Bonds of 2012	(3,950,000)
Unamortized Premium	(64,833)
IEPA Loan Payable of 2012	<u>(551,481)</u>
Net Investment in Capital Assets	<u><u>64,983,642</u></u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 4 – OTHER INFORMATION**RISK MANAGEMENT****Municipal Insurance Cooperative Association**

Effective January 1, 2002, the Village joined together with other local governments in Illinois in the Municipal Insurance Cooperative Association (MICA). MICA is a public entity risk pool operating a common risk management and insurance program for its member governments. The Village pays an annual premium to MICA based upon the Village's prior experience within the pool to cover potential claims to the total loss aggregate for all members. In addition, the Village pays for the first \$1,000 for property, liability and crime claims. Amounts paid into the pool in excess of claims for any overage year may be rebated back to members in subsequent periods. The Village is not aware of any additional premiums owed to MICA for the current or prior claim years.

The Village participated in the Intergovernmental Risk Management Agency (IRMA) through December 31, 2001, when it joined MICA. The Village's remaining reserves in IRMA have been recorded as an asset in the Insurance Fund for the amount to be received from IRMA.

CONTINGENT LIABILITIES**Litigation**

The Village is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Village's attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the Village.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Village expects such amounts, if any, to be immaterial.

Economic Development Incentive

The Village has entered into an agreement with a car dealer to provide economic incentives over a fifteen-year period. The incentive is made in one annual payment based on the sales tax and home rule sales tax produced by the dealership during the year. The Village retains all sales up to the designated base amount of \$224,400 and then remits amounts above this base, at 80% in years 1 through 10 and 75% in years 11 through 15, to the dealership up to the maximum amount. The maximum incentive under this agreement is \$850,000.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 4 – OTHER INFORMATION – Continued**Economic Development Incentive – Continued**

The Village has also entered into an agreement with a developer to provide economic incentives over a ten-year period. The incentive is paid in quarterly installments based on the sales tax and home rule sales tax produced by the property which was constructed by the developer. The Village retains all sales tax up to 10% of the sales tax generated quarterly. The remaining 90% of sales tax generated quarterly is split 60% and 40% to the Village and developer, respectively. The maximum incentive under this agreement is \$1,000,000. Additionally, as part of planned project, the Village agrees to reimburse the developer in an amount not to exceed \$793,000 for certain public and right-of-way improvements.

The Village has also entered into an agreement with a local company to provide economic incentives over an eight-year period. The incentive is made in one annual payment based on the sales tax produced by the company. The Village retains all sales tax up to the designated base of \$7,000 and the remits 50% of the amount above the base over the eight-year period. The maximum incentive under this agreement is \$100,000.

As of December 31, 2017, a liability of \$115,838 has been accrued and \$167,727 payments have been made under these agreements. Future contingent incentives of approximately \$1,511,324 in sales tax may be rebated if certain criteria are met.

COMMITMENTS**DuPage Water Commission**

The Village is a customer of the DuPage Water Commission, and has executed a Water Supply Contract with the Commission for a term ending in 2024. The Contract provides that the Village pay its proportionate share of “fixed costs” (debt service and capital costs) to the Commission, such obligation being unconditional and irrevocable whether or not water is ever delivered. These costs are expenses along with the other “operation and maintenance” charges from the Commission.

The current allocation percentage is 0%. In future years, this allocation percentage will be subject to change. Estimates for the remaining years of the contract are not currently available.

The Village’s agreement with the DuPage Water Commission provides that each member is liable for its proportionate share of any costs arising from defaults in payment obligations by other members. Historically, the DuPage Water Commission has reduced the customers’ proportionate share by 50%; however, for December 31, 2017, 100% of the fixed cost was reduced.

Glenbard Wastewater Authority

The Village’s contract with the Glenbard Wastewater Authority (GWA) provides that each member is liable for its proportionate share of any costs arising from defaults in payment obligations by other members.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****JOINT VENTURES**

The Glenbard Wastewater Authority (Authority) was created and established by an agreement dated November 28, 1977 between the Villages of Lombard and Glen Ellyn for the purpose of jointly treating and processing wastewater. The wastewater is treated in two plants, known as the Glenbard Wastewater Plant and the Lombard Treatment Facility. Construction of the facilities was financed by monies appropriated by the Villages and by grants from the U.S. Environmental Protection Agency. The Village accounts for its investment in the Authority on the equity method.

In accordance with the 1977 agreement, the Village of Glen Ellyn is responsible for the operation of the wastewater treatment facilities. The Village purchases the supplies and materials and furnishes personnel necessary for the operations of the wastewater treatment facilities. The Village is reimbursed for such expenses and receives a service charge (overhead fee) pursuant to the agreement.

The two members of the Authority and their percentage shares as of December 31, 2017 are as follows:

Village of Lombard	57.35%
Village of Glen Ellyn	<u>42.65%</u>
	<u><u>100.00%</u></u>

The Authority is governed by the Village President and six trustees from each municipality. The Board of the Authority makes all decisions relevant to the operations of the system.

The Village's share of the capital assets is \$19,727,881. The Village has allocated its share of operating expenses based upon metered wastewater flows, which approximated 42.65% for the year ended December 31, 2017. Separate financial statements for the Authority may be obtained at 945 Bemis Road, Glen Ellyn, Illinois 60137.

Summary of Financial Position as of December 31, 2017 is as follows:

<u>Assets/Deferred Outflows</u>		<u>Liabilities/Deferred Inflows and Net Position</u>	
Current Assets	\$ 611,756	Current Liabilities	\$ 3,063,643
Restricted Assets	5,350,095	Long-Term Liabilities	<u>11,452,569</u>
Capital Assets - Net	46,255,289	Total Liabilities	14,516,212
Net Pension Asset - IMRF	<u>297,109</u>	Deferred Inflows	<u>925,256</u>
Total Assets	52,514,249	Total Liabilities/ Deferred Inflows	15,441,468
Deferred Outflows	<u>239,180</u>	Net Position	<u>37,311,961</u>
Total Assets/ Deferred Outflows	<u><u>52,753,429</u></u>	Total Liabilities and Net Position	<u><u>52,753,429</u></u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****JOINT VENTURES – Continued**

Summary of Results of Operations as of December 31, 2017:

Operating Revenues	
Charges to the Villages	\$ 7,421,656
Operating Expenses	
Personnel Services	1,648,081
IMRF Pension Expense	69,337
Contractual Services	2,034,853
Commodities and Maintenance	905,911
Depreciation	<u>2,549,513</u>
Total Operating Expenses	<u>7,207,695</u>
Operating Income	213,961
Nonoperating Revenues (Expenses)	<u>1,173,690</u>
Change in Net Position	1,387,651
Net Position	
Beginning	<u>35,924,310</u>
Ending	<u><u>37,311,961</u></u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017**

NOTE 4 – OTHER INFORMATION – Continued**EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS**

The Village contributes to two defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system and the Police Pension Plan which is a single-employer pension plan. Publicly available financial reports that include financial statements and required supplementary information (RSI) for the Police Pension Plan may be obtained by writing to the Village at 535 Duane Street, Glen Ellyn, Illinois 60137. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained on-line at www.imrf.org. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

Illinois Municipal Retirement Fund (IMRF)**Plan Descriptions**

Plan Administration. All employees (other than those covered by the Police Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Benefits Provided. IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. Employees hired **before** January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2017

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Benefits Provided – Continued. Employees hired **on or after** January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Plan Membership. As of December 31, 2017, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	213
Inactive Plan Members Entitled to but not yet Receiving Benefits	161
Active Plan Members	<u>166</u>
Total	<u><u>540</u></u>

A detailed breakdown of IMRF membership for inactive members for the Village, Library, and Authority is unavailable. The above numbers include all members.

Contributions. As set by statute, the Village's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended December 31, 2017, the Village's contribution was 10.44% of covered payroll.

Net Pension Liability. The Village's net pension liability was measured as of December 31, 2017. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Illinois Municipal Retirement Fund (IMRF) – Continued****Plan Descriptions – Continued**

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2017, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	7.50%
Salary Increases	3.39% to 14.25%
Cost of Living Adjustments	2.50%
Inflation	2.50%

For nondisabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality tables was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for nondisabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Illinois Municipal Retirement Fund (IMRF) – Continued****Plan Descriptions – Continued***Actuarial Assumptions – Continued*

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	27%	3.0%
Domestic Equities	38%	6.9%
International Equities	17%	6.8%
Real Estate	8%	5.8%
Blended	9%	2.65% - 7.35%
Cash and Cash Equivalents	1%	2.3%

Discount Rate

The discount rate used to measure the total pension liability was 7.50%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
Net Pension Liability/(Asset)			
Village	\$ 3,299,169	(1,422,940)	(5,335,508)
Library	827,692	(356,986)	(1,338,566)
Authority	688,864	(297,109)	(1,114,050)
Totals	4,815,725	(2,077,035)	(7,788,124)

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Illinois Municipal Retirement Fund (IMRF) – Continued****Changes in the Net Pension Liability**

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability/ (Asset) (A) - (B)
Balances at December 31, 2016	\$ 60,145,170	55,604,978	4,540,192
Changes for the Year:			
Service Cost	960,188	-	960,188
Interest on the Total Pension Liability	4,433,678	-	4,433,678
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	(513,224)	-	(513,224)
Changes of Assumptions	(1,798,509)	-	(1,798,509)
Contributions - Employer	-	947,857	(947,857)
Contributions - Employees	-	408,779	(408,779)
Net Investment Income	-	9,884,035	(9,884,035)
Benefit Payments, including Refunds of Employee Contributions	(3,019,112)	(3,019,112)	-
Other (Net Transfer)	-	(1,541,311)	1,541,311
Net Changes	63,021	6,680,248	(6,617,227)
Balances at December 31, 2017	60,208,191	62,285,226	(2,077,035)
Net Pension Liability/(Asset)			
Village	40,486,937	41,909,877	(1,422,940)
Library	10,834,856	11,191,842	(356,986)
Authority	8,886,398	9,183,507	(297,109)
Total	60,208,191	62,285,226	(2,077,035)

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Illinois Municipal Retirement Fund (IMRF) – Continued****Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions**

For the year ended December 31, 2017, the Village recognized pension expense of \$1,028,294 for the Village, \$259,975 for the Library, \$204,571 for the Authority, and \$1,492,840 in total. At December 31, 2017, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ -	(512,991)	(512,991)
Change in Assumptions	-	(1,288,266)	(1,288,266)
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	1,672,063	(4,667,043)	(2,994,980)
Total Deferred Amounts Related to IMRF	1,672,063	(6,468,300)	(4,796,237)
Total Deferred Amounts Related to IMRF			
Village	1,145,501	(4,431,319)	(3,285,818)
Library	287,382	(1,111,725)	(824,343)
Authority	239,180	(925,256)	(686,076)
Totals	1,672,063	(6,468,300)	(4,796,237)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Net Deferred (Inflows) of Resources				
Fiscal Year	Village of Resources	Library of Resources	Authority of Resources	Total of Resources
2018	\$ (833,203)	(209,034)	(173,972)	(1,216,209)
2019	(713,921)	(179,108)	(149,066)	(1,042,095)
2020	(939,367)	(235,667)	(196,139)	(1,371,173)
2021	(799,327)	(200,534)	(166,899)	(1,166,760)
2022	-	-	-	-
Thereafter	-	-	-	-
Totals	(3,285,818)	(824,343)	(686,076)	(4,796,237)

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Police Pension Plan****Plan Descriptions**

Plan Administration. The Police Pension Plan is a single-employer defined benefit pension plan that covers all sworn police personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active police employees.

Plan Membership. At December 31, 2017, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	34
Inactive Plan Members Entitled to but not yet Receiving Benefits	7
Active Plan Members	<u>38</u>
Total	<u><u>79</u></u>

Benefits Provided. The following is a summary of the Police Pension Plan as provided for in Illinois State Statutes.

The Police Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of $\frac{1}{2}$ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3 percent compounded annually thereafter. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the police officer during the 96 consecutive months of service within the last 120 months of service in which the total salary was the highest by the number of months of service in that period. Police officer salary for the pension purposes is capped at \$106,800, plus the lesser of $\frac{1}{2}$ of the annual change in the Consumer Price Index or 3 percent compounded.

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Police Pension Plan – Continued****Plan Descriptions – Continued**

Benefits Provided – Continued. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 police officer shall be increased annually at age 60 on the January 1st after the police officer retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended December 31, 2017, the Village's contribution was 46.28% of covered payroll.

Concentrations. At year end, the Pension Plan has no investments (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments) in any one organization that represent 5 percent or more of net position available for benefits.

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of December 31, 2017, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	6.50%
Salary Increases	Service Based
Cost of Living Adjustments	2.50%
Inflation	2.50%

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Police Pension Plan – Continued****Actuarial Assumptions – Continued**

Mortality rates were based on the RP 2014 Mortality Table (BCHA) projected to 2016 using improvement scale MP-2015.

Discount Rate

The discount rate used to measure the total pension liability was 6.50% and the discount rate used in the prior valuation was 6.75%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (5.50%)	Current Discount Rate (6.50%)	1% Increase (7.50%)
Net Pension Liability	\$ 25,808,890	18,277,928	12,218,068

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Police Pension Plan – Continued****Changes in the Net Pension Liability**

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2016	\$ 47,638,687	27,402,987	20,235,700
Changes for the Year:			
Service Cost	936,254	-	936,254
Interest on the Total Pension Liability	3,206,541	-	3,206,541
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	(176,284)	-	(176,284)
Changes of Assumptions	(705,405)	-	(705,405)
Contributions - Employer	-	1,613,000	(1,613,000)
Contributions - Employees	-	347,262	(347,262)
Net Investment Income	-	3,275,894	(3,275,894)
Benefit Payments, including Refunds of Employee Contributions	(2,141,300)	(2,141,300)	-
Administrative Expense	-	(17,278)	17,278
Net Changes	1,119,806	3,077,578	(1,957,772)
Balances at December 31, 2017	48,758,493	30,480,565	18,277,928

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued****Police Pension Plan – Continued****Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions**

For the year ended December 31, 2017, the Village recognized pension expense of \$2,522,068. At December 31, 2017, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ 360,052	(214,297)	145,755
Change in Assumptions	1,855,777	(1,417,032)	438,745
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	-	(352,608)	(352,608)
Total Deferred Amounts Related to Police Pension	2,215,829	(1,983,937)	231,892

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows/(Inflows) of Resources
2018	\$ 484,001
2019	484,001
2020	(24,698)
2021	(564,463)
2022	(146,949)
Thereafter	-
Total	231,892

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****OTHER POST-EMPLOYMENT BENEFITS****Plan Descriptions, Provisions, and Funding Policies**

In addition to providing the pension benefits described, the Village provides post-employment health care and life insurance benefits (OPEB) for retired employees through a single employer defined benefit plan. The benefits, benefit levels, employee contributions and employer contributions are governed by the Village and can be amended by the Village through its personnel manual and union contracts. The plan is not accounted for as a trust fund, as an irrevocable trust has not been established to account for the plan. The plan does not issue a separate report. The activity of the plan is reported in the Village's Insurance Fund.

The Village provides post-employment health care benefits to its retirees. To be eligible for benefits, an employee must qualify for retirement under one of the Village's retirement plans. Elected officials are eligible for benefits if they qualify for retirement through the Illinois Municipal Retirement Fund.

All health care benefits are provided through the Village's health insurance plan. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous, and substance abuse care; vision care; dental care; and prescriptions. Upon a retiree reaching 65 years of age, Medicare becomes the primary insurer and the Village's plan becomes secondary.

All retirees contribute 100% of the actuarially determined premium to the plan. For the year ending December 31, 2017, retirees contributed \$168,251. Active employees do not contribute to the plan until retirement.

At December 31, 2017, membership consisted of:

Retirees and beneficiaries currently receiving benefits and terminated employees entitled to benefits but not yet receiving them.	8
Active Employees	<u>105</u>
	<u><u>113</u></u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****OTHER POST-EMPLOYMENT BENEFITS – Continued****Annual OPEB Costs and Net OPEB Obligation**

The net OPEB obligation (NOPEBO) as of December 31, 2017, was calculated as follows:

Annual Required Contribution	\$ 102,201
Interest on the NPO	5,227
Adjustment to the ARC	<u>(4,529)</u>
Annual OPEB Cost	102,899
Actual Contribution	<u>37,936</u>
Change in the NOPEBO	64,963
NOPEBO - Beginning	<u>130,645</u>
NOPEBO - Ending	<u><u>195,608</u></u>

Trend Information

The District's annual OPEB cost, actual contributions, the percentage of annual OPEB cost contributed and the net OPEB obligation are as follows:

Fiscal Year	Annual OPEB Cost	Actual Contributions	Percentage of OPEB Cost Contributed	Net OPEB Obligation
12/31/15	\$ 77,523	\$ 53,214	68.64%	\$ 104,626
12/31/16	82,160	56,141	68.33%	130,645
12/31/17	102,898	37,936	36.87%	195,608

VILLAGE OF GLEN ELLYN, ILLINOIS**Notes to the Financial Statements
December 31, 2017****NOTE 4 – OTHER INFORMATION – Continued****OTHER POST-EMPLOYMENT BENEFITS – Continued****Funded Status and Funding Progress**

The funded status of the plan as of December 31, 2016, the date of the latest actuarial valuation, was as follows:

Actuarial Accrued Liability (AAL)	\$ 1,800,207
Actuarial Value of Plan Assets	\$ -
Unfunded Actuarial Accrued Liability (UAAL)	\$ 1,800,207
Funded Ratio (Actuarial Value of Plan Assets/AAL)	0.00%
Covered Payroll (Active Plan Members)	\$ 9,085,008
UAAL as a Percentage of Covered Payroll	19.82%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2016 actuarial valuation, the entry age actuarial cost method was used. The actuarial assumptions included a 4.00% discount rate, and an initial healthcare cost trend rate of 8.75% with an ultimate healthcare inflation rate of 4.00%. Both rates include a 3.00% price inflation assumption. The actuarial value of assets was not determined as the Village has not advance funded its obligation. The plan's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at December 31, 2017, was 30 years.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Schedule of Funding Progress and Employer Contributions
Other Post-Employment Benefit Plan
- Schedule of Employer Contributions
Illinois Municipal Retirement Fund
Police Pension Fund
- Schedule of Changes in the Employer's Net Pension Liability
Illinois Municipal Retirement Fund
Police Pension Fund
- Schedule of Investment Returns
Police Pension Fund
- Budgetary Comparison Schedule
General Fund

Notes to the Required Supplementary Information

Budgetary Information – Budgets are adopted on a basis consistent with generally accepted accounting principles.

VILLAGE OF GLEN ELLYN, ILLINOIS

Other Post-Employment Benefits Plan

Required Supplementary Information
 Schedule of Funding Progress and Employer Contributions
 December 31, 2017

Funding Progress							(6) Unfunded (Overfunded) Actuarial Accrued Liability as a Percentage of Covered Payroll (4) ÷ (5)
Actuarial Valuation Date	(1) Actuarial Value of Plan Assets	(2) Actuarial Accrued Liability (AAL) - Entry Age	(3) Funded Ratio (1) ÷ (2)	(4) Unfunded (Overfunded) Actuarial Accrued Liability (2) - (1)	(5) Annual Covered Payroll		
4/30/13	\$ N/A	\$ N/A	N/A	\$ N/A	\$ N/A		N/A
4/30/14	-	1,494,910	0.00%	1,494,910	8,506,245		17.57%
12/31/14	N/A	N/A	N/A	N/A	N/A		N/A
12/31/15	N/A	N/A	N/A	N/A	N/A		N/A
12/31/16	-	1,800,207	0.00%	1,800,207	9,085,008		19.82%
12/31/17	N/A	N/A	N/A	N/A	N/A		N/A

Employer Contributions

Fiscal Year	Employer Contributions	Annual Required Contribution	Percent Contributed
2013	\$ 12,216	\$ 35,660	34.26%
2014	22,101	35,660	61.98%
SY2014 (1)	33,627	48,877	68.80%
2015	53,214	77,348	68.80%
2016	56,141	81,602	68.80%
2017	37,936	102,201	37.12%

(1) SY2014 refers to a short year 2014 (May 1, 2014-December 31, 2014) as the Village transitioned to a calendar year.

N/A - The Village is required to have an actuarial valuation performed triennially. Information for other years is not available.

VILLAGE OF GLEN ELLYN, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Employer Contributions
December 31, 2017

Fiscal Year		Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2015	Totals	\$ 867,012	\$ 867,012	\$ -	\$ 8,014,845	10.82%
2016	Totals	951,491	947,712	(3,779)	8,793,817	10.78%
2017	Village	642,840	649,360	6,520	6,217,025	10.44%
	Library	161,275	162,911	1,636	1,559,721	10.44%
	Authority	134,225	135,586	1,361	1,298,110	10.44%
	Totals	938,340	947,857	9,517	9,074,856	10.44%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	26 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.75%
Salary Increases	3.75% - 14.50%
Investment Rate of Return	7.50%
Retirement Age	See the Notes to the Financial Statements
Mortality	An IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012).

Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Employer Contributions
December 31, 2017

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2014	\$ 980,948	\$ 981,000	\$ 52	\$ 3,521,045	27.86%
2015	1,152,455	1,153,000	545	3,548,022	32.50%
2016	1,192,842	1,692,000	499,158	3,500,618	48.33%
2017	1,613,000	1,613,000	-	3,485,670	46.28%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	25 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	3.00%
Salary Increases	Service Based
Investment Rate of Return	6.50%
Retirement Age	50-70
Mortality	RP 2014 Mortality Table project to 2016

Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF GLEN ELLYN, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2017

	12/31/2015
	<u>Totals</u>
Total Pension Liability	
Service Cost	\$ 833,368
Interest	4,092,540
Differences Between Expected and Actual Experience	659,195
Change of Assumptions	67,041
Benefit Payments, Including Refunds of Member Contributions	<u>(2,700,665)</u>
Net Change in Total Pension Liability	2,951,479
Total Pension Liability - Beginning	<u>55,500,853</u>
Total Pension Liability - Ending	<u><u>58,452,332</u></u>
Plan Fiduciary Net Position	
Contributions - Employer	\$ 867,012
Contributions - Members	364,897
Net Investment Income	269,069
Benefit Payments, Including Refunds of Member Contributions	(2,700,665)
Other (Net Transfer)	<u>309,884</u>
Net Change in Plan Fiduciary Net Position	(889,803)
Plan Net Position - Beginning	<u>54,548,128</u>
Plan Net Position - Ending	<u><u>53,658,325</u></u>
Employer's Net Pension Liability	<u><u>\$ 4,794,007</u></u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	91.80%
Covered Payroll	\$ 8,014,845
Employer's Net Pension Liability as a Percentage of Covered Payroll	59.81%

Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

12/31/16	12/31/2017			
Totals	Village	Library	Authority	Totals
876,241	657,808	165,030	137,350	960,188
4,300,208	3,049,090	769,129	615,459	4,433,678
(460,190)	(351,601)	(88,209)	(73,414)	(513,224)
(67,822)	(1,232,127)	(309,115)	(257,267)	(1,798,509)
(2,955,599)	(2,068,341)	(518,903)	(431,868)	(3,019,112)
1,692,838	54,829	17,932	(9,740)	63,021
58,452,332	40,432,108	10,816,924	8,896,138	60,145,170
60,145,170	40,486,937	10,834,856	8,886,398	60,208,191
947,712	649,360	162,911	135,586	947,857
401,677	280,047	70,258	58,474	408,779
3,691,236	6,771,380	1,698,796	1,413,859	9,884,035
(2,955,599)	(2,068,341)	(518,903)	(431,868)	(3,019,112)
(138,374)	(1,055,926)	(264,909)	(220,476)	(1,541,311)
1,946,652	4,576,520	1,148,153	955,575	6,680,248
53,658,325	37,333,357	10,043,689	8,227,932	55,604,978
55,604,977	41,909,877	11,191,842	9,183,507	62,285,226
4,540,193	(1,422,940)	(356,986)	(297,109)	(2,077,035)
92.45%	103.51%	103.29%	103.34%	103.45%
8,793,817	6,217,025	1,559,721	1,298,110	9,074,856
51.63%	(22.89%)	(22.89%)	(22.89%)	(22.89%)

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2017

	12/31/14	12/31/2015	12/31/2016	12/31/2017
Total Pension Liability				
Service Cost	\$ 815,297	826,042	843,298	936,254
Interest	2,711,148	2,792,133	3,118,867	3,206,541
Differences Between Expected and Actual Experience	(974,878)	(140,172)	540,079	(176,284)
Change of Assumptions	56,671	3,859,798	(1,243,789)	(705,405)
Benefit Payments, Including Refunds of Member Contributions	(1,139,863)	(1,762,736)	(1,963,819)	(2,141,300)
Net Change in Total Pension Liability	1,468,375	5,575,065	1,294,636	1,119,806
Total Pension Liability - Beginning	39,300,611	40,768,986	46,344,051	47,638,687
Total Pension Liability - Ending	40,768,986	46,344,051	47,638,687	48,758,493
Plan Fiduciary Net Position				
Contributions - Employer	\$ 981,000	1,153,000	1,692,000	1,613,000
Contributions - Members	235,457	344,953	347,368	347,262
Net Investment Income	1,170,112	(11,813)	1,532,183	3,275,894
Benefit Payments, Including Refunds of Member Contributions	(1,139,863)	(1,762,736)	(1,963,819)	(2,141,300)
Administrative Expense	(15,339)	(14,633)	(16,122)	(17,278)
Net Change in Plan Fiduciary Net Position	1,231,367	(291,229)	1,591,610	3,077,578
Plan Net Position - Beginning	24,871,239	26,102,606	25,811,377	27,402,987
Plan Net Position - Ending	26,102,606	25,811,377	27,402,987	30,480,565
Employer's Net Pension Liability	14,666,380	20,532,674	20,235,700	18,277,928
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	64.03%	55.70%	57.52%	62.51%
Covered Payroll	\$ 3,521,045	3,548,022	3,500,618	3,485,670
Employer's Net Pension Liability as a Percentage of Covered Payroll	416.53%	578.71%	578.06%	524.37%

Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Investment Returns
December 31, 2017

Fiscal Year	Annual Money- Weighted Rate of Return, Net of Investment Expense
2014	4.37%
2015	0.23%
2016	6.17%
2017	11.98%

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes	\$ 9,653,521	9,653,521	9,647,432	9,579,300
Intergovernmental	7,263,595	7,263,595	6,825,079	7,056,457
Licenses and Permits	1,169,300	1,169,300	1,155,951	1,091,411
Charges for Services	1,334,722	1,334,722	1,368,987	1,280,485
Fines and Forfeitures	633,000	633,000	963,212	636,949
Interest	30,000	30,000	81,499	23,662
Total Revenues	20,084,138	20,084,138	20,042,160	19,668,264
Expenditures				
General Government	4,325,256	4,389,798	4,198,115	4,076,976
Public Safety	9,434,598	9,434,598	9,233,465	9,359,726
Highways and Streets	2,336,041	2,476,236	2,011,719	2,207,809
Capital Outlay	193,850	223,513	123,414	107,750
Total Expenditures	16,289,745	16,524,145	15,566,713	15,752,261
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,794,393	3,559,993	4,475,447	3,916,003
Other Financing (Uses)				
Transfers Out	(4,079,220)	(4,627,551)	(4,739,798)	(3,967,672)
Net Change in Fund Balance	(284,827)	(1,067,558)	(264,351)	(51,669)
Fund Balance - Beginning			10,448,611	10,500,280
Fund Balance - Ending			10,184,260	10,448,611

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

- Budgetary Comparison Schedules – Major Governmental Funds
- Combining Statements – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Major Enterprise Funds
- Combining Statements – Nonmajor Enterprise Funds
- Budgetary Comparison Schedules – Nonmajor Enterprise Funds
- Combining Statements – Internal Service Funds
- Budgetary Comparison Schedules – Internal Service Funds
- Budgetary Comparison Schedule – Pension Trust Fund

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital projects funds) that are legally restricted to expenditure for specified purposes.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used to account for the operation of street maintenance programs and capital projects as authorized by the Illinois Department of Transportation. Financing is provided from the Village's share of gasoline taxes restricted by the State for street maintenance.

Central Business District Tax Increment Financing (TIF) Fund

The Central Business District Tax Increment Financing (TIF) Fund is used to account for the accumulation and expenditure of funds from incremental revenue restricted for economic development within the TIF area.

Roosevelt Road Tax Increment Financing (TIF) Fund

The Roosevelt Road Tax Increment Financing (TIF) Fund is used to account for the accumulation and expenditure of funds from incremental revenue restricted for economic development within the TIF area.

Fire Services Fund

The Fire Services Fund is used to account for the accumulation and expenditure of funds from Fire Service Fees and Fire SSA monies to supplement the operations of the Glen Ellyn Volunteer Fire Company.

Forfeiture Fund

The Forfeiture Fund is used to account for revenues and expenditures related to drug asset forfeitures from the state and federal government.

DEBT SERVICE FUND

The Debt Service Fund is used to account for monies restricted, committed or assigned to pay for principal and interest payments on the Village's debt obligations.

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

CAPITAL PROJECTS FUNDS

The Capital Projects Funds are created to account for all resources used for the acquisition of capital facilities by a governmental unit except those financed by Proprietary Funds.

Capital Projects Fund

The Capital Projects Fund is used to account for the financing of general street and infrastructure projects. Financing is primarily provided through utility taxes assigned for capital purposes, a transfer of property taxes from the General Fund and supplemented by grants for various projects.

Corporate Reserve Fund

The Corporate Reserve Fund is used to account for funds assigned for capital purposes for the Village and other entities.

Facility Maintenance Reserve Fund

The Facility Maintenance Reserve Fund is used to account for the cost of maintaining various Village owned facilities. Financing is provided through charges to other funds.

ENTERPRISE FUNDS

The Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where it has been decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purpose.

Water and Sanitary Sewer Fund

The Water and Sanitary Sewer Fund is used to account for the provisions of water and sanitary sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services and billing and collection.

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

ENTERPRISE FUNDS – Continued

Village Links/Reserve 22 Fund

The Village Links/Reserve 22 Fund is used to account for the operations of the Village Links golf course and Reserve 22 restaurant facilities. Financing is provided by user charges.

Parking Fund

The Parking Fund is used to account for the provision of public parking services for a fee. All activities are accounted for including administration, operations, financing and revenue collection.

Residential Solid Waste Fund

The Residential Solid Waste Fund is used to account for the operations and maintenance of refuse collection. Financing is provided through user charges.

INTERNAL SERVICE FUNDS

The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies other governmental unit, or to other governmental units, on a cost-reimbursement basis.

Insurance Fund

The Insurance Fund is used to account for the accumulation of monies for the purpose of providing a staff health benefit plan and participation in the Municipal Insurance Cooperative Agency (MICA), a public entity risk management/insurance pool. Financing is provided by charges to other funds, contributions from employees, and other agencies.

Equipment Services Fund

The Equipment Services Fund is used to account for the cost of maintaining and replacing Village owned vehicles and equipment. Financing is provided by charges to other funds.

PENSION TRUST FUND

Police Pension Fund

The Police Pension Fund is used to account for the accumulation of resources to be used for retirement annuity payments to employees on the police force at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study.

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Taxes				
Property Taxes				
General - Current	\$ 6,953,071	6,953,071	7,009,364	6,931,628
SSA - Current	135,250	135,250	139,594	135,478
Road and Bridge - Current	363,000	363,000	338,973	356,457
Home Rule Sales Tax	1,998,200	1,998,200	1,962,519	1,951,436
Hotel/Motel Tax	160,000	160,000	156,721	161,203
Auto Rental Tax	30,000	30,000	27,011	28,798
Demolition Tax	14,000	14,000	13,250	14,300
Total Taxes	9,653,521	9,653,521	9,647,432	9,579,300
Intergovernmental				
State Income Tax	2,900,000	2,900,000	2,550,376	2,702,952
Sales Tax	3,569,700	3,569,700	3,408,209	3,538,630
Local Use Tax	652,000	652,000	721,252	675,392
Replacement Tax	130,745	130,745	133,790	123,530
Federal Grants	9,500	9,500	6,039	12,983
State Grants	1,650	1,650	5,413	2,970
Total Intergovernmental	7,263,595	7,263,595	6,825,079	7,056,457
Licenses and Permits				
Business Registration Licenses	39,000	39,000	38,695	40,620
Alcoholic Beverage Licenses	120,000	120,000	115,249	111,739
Vehicle Licenses	400,000	400,000	365,215	383,376
Animal Licenses	9,300	9,300	75	9,555
Building/Electrical Permits	601,000	601,000	636,717	546,121
Total Licenses and Permits	1,169,300	1,169,300	1,155,951	1,091,411
Charges for Services				
Accounting - Other Agencies	129,572	129,572	129,572	129,572
Contractor Registration	40,000	40,000	35,380	42,155
Stormwater Engineering Fee	75,000	75,000	38,628	27,993
Elevator Inspections	17,850	17,850	17,550	17,850

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Charges for Services - Continued				
Ambulance Service	\$ 40,300	40,300	67,354	40,267
Cell Tower Rental	148,000	148,000	158,174	151,670
Franchise Fees	620,000	620,000	597,224	597,663
Other Revenue	102,000	102,000	172,747	92,922
Police Accident Reports	3,000	3,000	3,420	4,305
Police Fingerprinting	22,000	22,000	4,292	41,726
Police Department Income	137,000	137,000	144,646	134,362
Total Charges for Services	1,334,722	1,334,722	1,368,987	1,280,485
Fines and Forfeitures				
Traffic Fines	315,000	315,000	289,003	287,249
Planning and Building Fines	-	-	32,060	-
Police Fines	200,000	200,000	186,202	201,412
Drug Forfeitures	118,000	118,000	455,947	148,288
Total Fines and Forfeitures	633,000	633,000	963,212	636,949
Interest	30,000	30,000	81,499	23,662
Total Revenues	20,084,138	20,084,138	20,042,160	19,668,264

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Expenditures - Budget and Actual - Summary

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government				
Village Board and Clerk's Office	\$ 80,540	80,540	87,752	79,435
Village Manager's Office	755,739	755,739	718,573	728,748
Law Office	313,330	313,330	347,190	308,567
Finance	863,310	863,310	831,324	821,043
Planning and Development	1,382,520	1,382,520	1,397,233	1,292,299
Facilities Maintenance	486,245	486,245	464,183	391,926
Economic Development	409,930	471,841	408,285	444,515
Historic Preservation	40,830	40,830	19,293	27,720
Senior Services	96,120	96,120	80,231	87,884
Information Technology	502,592	505,223	449,951	426,339
Less Costs Charged to Other Departments and Funds	(605,900)	(605,900)	(605,900)	(531,500)
Total General Government	4,325,256	4,389,798	4,198,115	4,076,976
Public Safety				
Police Department	8,533,288	8,533,288	8,348,042	8,448,044
Fire and EMS Services	901,310	901,310	885,423	911,682
Total Public Safety	9,434,598	9,434,598	9,233,465	9,359,726
Highways and Streets				
Public Works Administration	774,819	774,819	737,470	765,322
Public Works Operations Division	2,375,972	2,516,167	2,088,999	2,224,787
Less Costs Charged to Other Departments and Funds	(814,750)	(814,750)	(814,750)	(782,300)
Total Highways and Streets	2,336,041	2,476,236	2,011,719	2,207,809
Capital Outlay	193,850	223,513	123,414	107,750
Total Expenditures	16,289,745	16,524,145	15,566,713	15,752,261

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government				
Village Board and Clerk's Office				
Personnel Services				
Salaries - Pensionable	\$ -	-	300	-
Salaries - Non-Pensionable	17,165	17,165	15,491	15,498
FICA	1,350	1,350	1,163	1,179
IMRF	-	-	31	-
Contractual Services				
Village Commissions	11,500	11,500	16,059	20,075
Professional Services - Other	15,150	15,150	23,151	11,392
Public Relations	950	950	2,830	850
Dues, Subscriptions and Registration Fees	28,625	28,625	26,214	26,709
Travel	150	150	65	25
Printing	150	150	288	-
Employee Education	3,500	3,500	270	1,899
Commodities				
Office Supplies	2,000	2,000	1,890	1,808
	80,540	80,540	87,752	79,435
Village Manager's Office				
Personnel Services				
Salaries - Pensionable	456,800	456,800	394,254	400,924
Salaries - Non-Pensionable	46,800	46,800	51,531	66,233
Salaries - Overtime	500	500	-	-
Salaries - Temporary Help	-	-	19,331	20,013
FICA	32,700	32,700	31,910	32,491
IMRF	45,500	45,500	39,178	41,733
Contractual Services				
Glen Ellyn Fourth of July Committee	5,000	5,000	5,000	5,000
Citizens Corps/Milton Township	4,000	4,000	3,750	3,750
Village Commissions	-	-	38	-
Insurance	22,800	22,800	24,675	21,889
Postage	10,000	10,000	5,402	9,856
State Unemployment Claims	8,000	8,000	5,559	1,919
Printing	11,100	11,100	15,250	12,772
Professional Services - Legal	8,000	8,000	14,350	10,245
Professional Services - Other	26,410	26,410	28,516	17,299

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Village Manager's Office - Continued				
Contractual Services - Continued				
Bad Debt Expenditure	\$ -	-	-	9,773
Dues, Subscriptions and Registration Fees	6,399	6,399	6,222	6,182
Recruiting and Testing	38,000	38,000	35,558	29,036
Employee Education	13,675	13,675	14,822	11,921
Travel	2,775	2,775	2,658	1,724
Telecommunication	1,680	1,680	2,020	2,663
Public Relations	4,000	4,000	3,863	5,553
Recognition and Awards	7,600	7,600	10,519	14,122
Commodities				
Office Supplies	4,000	4,000	4,167	3,650
	755,739	755,739	718,573	728,748
Law Office				
Personnel Services				
Salaries - Pensionable	181,900	181,900	170,903	178,342
FICA	14,300	14,300	10,521	10,852
IMRF	13,700	13,700	11,983	13,613
Contractual Services				
Professional Services - Legal	87,000	87,000	140,763	92,844
Dues, Subscriptions and Registration Fees	4,530	4,530	4,375	4,387
Travel	250	250	-	-
Public Relations	150	150	-	-
Insurance	7,600	7,600	7,705	6,911
Employee Education	500	500	-	314
Telecommunication	900	900	900	900
Commodities				
Office Supplies	2,500	2,500	40	404
	313,330	313,330	347,190	308,567
Finance				
Personnel Services				
Salaries - Pensionable	385,000	385,000	387,566	371,461
Salaries - Non-Pensionable	208,100	208,100	202,389	208,417

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Finance - Continued				
Personnel Services - Continued				
FICA	\$ 45,600	45,600	43,568	42,866
IMRF	40,000	40,000	37,558	38,004
Contractual Services				
Insurance	55,000	55,000	55,380	51,100
Maintenance - Equipment	2,000	2,000	1,740	1,740
Postage	31,900	31,900	30,220	24,852
Public Notices	2,850	2,850	2,684	2,684
Printing	8,955	8,955	7,562	6,594
Professional Services - Other	7,000	7,000	7,000	10,675
Professional Services - Accounting	30,535	30,535	30,536	30,032
Professional Services - Banking	18,875	18,875	5,350	18,563
Dues, Subscriptions and Registration Fees	2,350	2,350	2,670	2,017
Employee Education	3,775	3,775	2,138	2,725
Employee Recognition	850	850	294	505
Travel	3,650	3,650	2,832	649
Telecommunication	1,800	1,800	600	600
Commodities				
Office Supplies	7,980	7,980	4,946	4,304
Operating Supplies	7,090	7,090	6,291	3,255
	863,310	863,310	831,324	821,043
Planning and Development				
Personnel Services				
Salaries - Pensionable	780,120	780,120	783,889	730,397
Salaries - Non-Pensionable	122,500	122,500	95,159	120,338
Salaries - Temporary Help	5,000	5,000	3,977	6,060
Salaries - Overtime	-	-	103	148
FICA	67,400	67,400	64,203	62,073
IMRF	81,100	81,100	77,765	75,901
Contractual Services				
Insurance	136,400	136,400	147,220	114,507
Equipment Services	6,700	6,700	6,700	9,900

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Planning and Development - Continued				
Contractual Services - Continued				
Plumbing Inspections	\$ 20,000	20,000	27,620	20,817
Elevator Inspections	15,000	15,000	15,515	11,948
Building Reviews	65,000	65,000	83,959	68,312
Stormwater Engineering	3,000	3,000	1,174	-
Forestry and Landscaping	25,000	25,000	32,358	19,023
Printing	8,000	8,000	7,647	8,939
Professional Services - Legal	500	500	411	154
Professional Services - Planning	10,000	10,000	6,106	3,465
Professional Services - Other	5,000	5,000	19,451	15,347
Bad Debt Expenditure	-	-	50	776
Dues, Subscriptions and Registration Fees	5,000	5,000	2,627	4,466
Employee Education	9,500	9,500	7,858	5,930
Travel	3,000	3,000	3,009	2,051
Telecommunication	4,500	4,500	3,703	2,728
Commodities				
Office Supplies	9,000	9,000	5,929	8,219
Uniforms	800	800	800	800
	1,382,520	1,382,520	1,397,233	1,292,299
Facilities Maintenance				
Personnel Services				
Salaries - Pensionable	137,000	137,000	133,557	75,341
Salaries - Non-Pensionable	108,600	108,600	112,822	122,406
Salaries - Overtime	2,500	2,500	3,437	1,931
FICA	19,000	19,000	18,536	14,833
IMRF	14,200	14,200	13,157	7,757
Contractual Services				
Insurance	38,000	38,000	33,657	20,384
Equipment Services	22,600	22,600	22,600	22,800
Maintenance - Building and Grounds	48,500	48,500	40,309	48,128
Contractual Maintenance Service	24,800	24,800	19,009	16,349
Utilities	15,900	15,900	16,693	14,685
Professional Services - Other	10,320	10,320	5,029	10,762

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Facilities Maintenance - Continued				
Contractual Services - Continued				
Dues, Subscriptions and Registration Fees \$	525	525	-	-
Employee Education	2,250	2,250	1,895	2,090
Travel	250	250	-	-
Telecommunication	1,400	1,400	1,361	1,126
Commodities				
Office Supplies	1,000	1,000	922	1,189
Operating Supplies	35,000	35,000	38,591	30,454
Uniforms	2,400	2,400	2,231	589
Inventory Parts	2,000	2,000	377	1,102
	486,245	486,245	464,183	391,926
Economic Development				
Personnel Services				
Salaries - Pensionable	48,600	48,600	44,433	42,294
FICA	3,750	3,750	3,399	3,235
IMRF	5,100	5,100	4,588	4,568
Contractual Services				
Insurance	1,300	1,300	1,300	1,500
Holiday Decorations	45,000	84,661	69,166	12,184
Downtown Glen Ellyn Alliance	71,250	71,250	71,250	71,250
Economic Development Incentive	119,100	119,100	111,196	176,716
Façade Retail Award Program	30,000	52,250	10,000	66,250
Marketing	15,000	15,000	18,179	18,864
Postage	15,000	15,000	15,238	12,479
Printing	14,500	14,500	11,408	11,351
Professional Services - Other	7,000	7,000	6,360	4,802
CBD Appearance	15,000	15,000	18,000	16,000
Dues, Subscriptions and Registration Fees	9,080	9,080	17,588	750
Employee Education	3,200	3,200	1,863	550
Travel	1,200	1,200	815	64
Telecommunication	1,200	1,200	600	600
Public Relations	4,250	4,250	2,707	730
Commodities				
Office Supplies	400	400	195	328
	409,930	471,841	408,285	444,515

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Historic Preservation				
Personnel Services				
Salaries - Pensionable	\$ 9,700	9,700	2,869	5,554
Salaries - Non-Pensionable	2,000	2,000	-	-
FICA	1,000	1,000	220	409
IMRF	1,200	1,200	297	579
Contractual Services				
Professional Services - Other	1,580	1,580	1,778	1,415
Telecommunication	600	600	13	669
Maintenance - Building and Grounds	15,000	15,000	6,721	7,557
Utilities	9,750	9,750	7,395	11,537
	40,830	40,830	19,293	27,720
Senior Services				
Personnel Services				
Salaries - Non-Pensionable	49,400	49,400	50,541	50,362
FICA	3,670	3,670	3,874	3,853
Contractual Services				
Senior Transportation	30,000	30,000	15,470	21,507
Telecommunication	1,700	1,700	1,620	1,500
Dues, Subscriptions and Registration Fees	250	250	-	235
Employee Education	900	900	425	25
Professional Services - Other	2,100	2,100	2,100	2,100
Commodities				
Operating Supplies	8,100	8,100	6,201	8,302
	96,120	96,120	80,231	87,884
Information Technology				
Personnel Services				
Salaries - Pensionable	163,600	163,600	143,591	156,891
Salaries - Non-Pensionable	7,300	7,300	3,529	-
FICA	13,000	13,000	11,258	11,742
IMRF	17,000	17,000	14,829	16,576
Contractual Services				
Postage	300	300	159	45
Maintenance - Equipment	130,886	130,886	112,198	99,647
Professional Services - Other	92,006	94,637	81,043	74,886

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Information Technology - Continued				
Contractual Services - Continued				
Copier	\$ 25,400	25,400	27,467	23,940
Telecommunication	35,800	35,800	35,491	26,233
Insurance	16,200	16,200	16,436	15,126
Commodities				
Office Supplies	300	300	569	440
Operating Supplies	800	800	3,381	813
	502,592	505,223	449,951	426,339
Less Costs Charged to Other Departments and Funds	(605,900)	(605,900)	(605,900)	(531,500)
Total General Government	4,325,256	4,389,798	4,198,115	4,076,976
Public Safety				
Police Department				
Personnel Services				
Salaries - Sworn	3,742,538	3,742,538	3,560,672	3,667,449
Salaries - Non-Sworn Pensionable	627,851	627,851	586,666	544,624
Salaries - Non-Pensionable	103,799	103,799	86,043	91,350
Police Overtime	335,600	335,600	438,780	423,328
FICA	111,000	111,000	110,550	111,551
IMRF	65,000	65,000	61,285	64,367
Pension Contributions	1,613,000	1,613,000	1,613,000	1,692,000
Crossing Guards	40,000	40,000	35,955	35,103
Contractual Services				
Insurance	732,100	732,100	714,899	692,311
Equipment Services	390,500	390,500	390,500	396,200
Maintenance - Equipment	26,400	26,400	18,312	15,082
Printing	10,000	10,000	11,297	7,960
Professional Services - Legal	-	-	-	480
Professional Services - Other	35,000	35,000	32,097	28,871
Dues, Subscriptions and Registration Fees	22,800	22,800	19,383	18,011

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Public Safety - Continued				
Police Department - Continued				
Contractual Services - Continued				
Counseling Services	\$ 25,000	25,000	25,000	25,000
Employee Education	40,000	40,000	13,631	20,142
General Services	-	-	1,186	3,421
Telecommunication	25,500	25,500	30,175	20,551
State Drug Forfeiture	-	-	3,646	2,956
Federal Drug Forfeiture	-	-	35,227	39,642
DARE Program	500	500	-	1,916
Seized Property	-	-	16,956	1,379
Travel	9,000	9,000	3,754	8,130
Du-Comm	477,000	477,000	426,091	419,055
Towing - Impound Fees	6,000	6,000	2,938	7,259
Commodities				
Office Supplies	10,000	10,000	10,338	7,092
Operating Supplies	51,550	51,550	56,468	56,634
Uniforms	33,150	33,150	43,193	46,180
	8,533,288	8,533,288	8,348,042	8,448,044
Fire and EMS Services				
Contractual Services				
Du-Comm	144,450	144,450	143,277	136,071
Ambulance Service	366,200	366,200	367,033	374,256
Ambulance Billing Service	100	100	698	426
Insurance	206,400	206,400	206,400	205,300
Equipment Services	133,900	133,900	133,900	152,600
Maintenance - Building and Ground	2,000	2,000	319	847
Utilities	10,000	10,000	4,905	6,554
Professional Services - Other	300	300	5,688	271
Disconnection Taxes	1,000	1,000	582	1,163
Fire Inspections	30,000	30,000	17,016	27,624
Telecommunications	4,460	4,460	4,851	4,330
Commodities				
Operating Supplies	2,500	2,500	754	2,240
	901,310	901,310	885,423	911,682
Total Public Safety	9,434,598	9,434,598	9,233,465	9,359,726

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Highways and Streets				
Public Works Administration				
Personnel Services				
Salaries - Pensionable	\$ 465,700	465,700	444,799	518,519
Salaries - Non-Pensionable	42,800	42,800	34,435	7,921
Salaries - Overtime	1,500	1,500	520	813
Salaries - Temporary Help	5,380	5,380	3,920	138
FICA	38,400	38,400	37,305	37,215
IMRF	48,600	48,600	56,270	52,598
Contractual Services				
Insurance	70,600	70,600	62,528	54,193
Equipment Services	47,700	47,700	47,700	22,700
Maintenance - Building and Grounds	1,200	1,200	451	444
Maintenance - Equipment	1,000	1,000	788	450
Printing	750	750	228	-
Professional Services - Other	22,880	22,880	24,822	53,366
Dues, Subscriptions and Registration Fees	555	555	464	281
Employee Education	8,350	8,350	3,132	2,633
Employee Recognition	2,150	2,150	5,006	1,987
Travel	800	800	1,687	-
Telecommunication	9,200	9,200	8,895	7,439
Commodities				
Office Supplies	4,000	4,000	1,370	2,005
Operating Supplies	1,250	1,250	1,260	586
Safety Supplies	500	500	924	1,135
Uniforms	1,504	1,504	966	899
	774,819	774,819	737,470	765,322
Public Works Operations Division				
Personnel Services				
Salaries - Pensionable	555,200	555,200	548,175	526,988
Salaries - Non-Pensionable	23,200	23,200	18,800	18,942
Salaries - Overtime	29,200	29,200	22,798	20,845
Salaries - Temporary Help	131,700	131,700	55,917	99,509
FICA	56,600	56,600	47,747	49,120
IMRF	65,800	65,800	58,525	63,296

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Highways and Streets - Continued				
Public Works Operations Division - Continued				
Contractual Services				
Insurance	\$ 205,100	205,100	214,332	180,680
Equipment Services	553,600	553,600	553,600	584,100
CBD Appearance	53,500	54,725	36,769	35,337
Maintenance - Building and Grounds	81,707	94,057	54,937	67,372
Maintenance - Equipment	14,205	14,205	11,703	12,850
Maintenance - Signs	25,000	25,000	20,772	16,951
Maintenance - Street Painting	52,000	53,575	23,503	93,106
Maintenance - Traffic Signals	27,000	27,000	32,137	24,315
Maintenance - Street Lights	45,000	45,000	41,471	28,997
Professional Services - Other	49,450	49,450	27,644	19,433
Professional Services - Snow	20,000	20,000	-	11,590
Dues, Subscriptions and Registration Fees	1,875	1,875	2,032	1,325
Employee Education	6,600	6,600	1,211	1,835
Safety Training	1,500	1,500	989	-
Travel	650	650	614	495
Telecommunication	3,960	3,960	4,424	5,584
Leased Equipment	14,500	14,500	416	2,620
Landfill Fees	15,000	15,000	18,644	14,985
Tree Trimming	70,000	88,857	19,117	99,180
Tree Removal	81,000	176,316	79,819	42,964
Tree Replacement	132,500	143,372	132,723	87,492
Emerald Ash Borer Program	6,000	6,000	4,634	57,543
ESDA Expenditure	7,425	7,425	3,559	7,270
Commodities				
Office Supplies	2,000	2,000	2,034	1,895
Operating Supplies	12,200	12,200	13,466	10,599
Operating Supplies - Asphalt	19,500	19,500	23,798	23,439
Safety Related Equipment	8,500	8,500	8,264	9,639
Uniforms	4,500	4,500	4,425	4,491
	2,375,972	2,516,167	2,088,999	2,224,787
Less Costs Charged to Other Departments and Funds	(814,750)	(814,750)	(814,750)	(782,300)
Total Highways and Streets	2,336,041	2,476,236	2,011,719	2,207,809

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Capital Outlay				
General Government				
Village Board and Clerk's Office				
Equipment	\$ -	-	-	280
Finance				
Computer Equipment/Projects	7,000	24,063	7,825	20,638
Planning and Development				
Equipment	5,000	5,000	3,730	3,312
Computerized Permit Program	5,000	5,000	-	2,550
Senior Services				
Equipment	500	500	-	-
Information Technology				
Office Equipment	42,500	42,500	36,935	49,783
Communication Equipment	4,050	4,050	2,323	3,109
Public Safety				
Police Department				
Capital Outlay	63,000	75,600	49,795	5,180
Highways and Streets				
Public Works Administration				
Equipment	5,000	5,000	40	11,596
Public Works Operations Division				
Equipment	61,800	61,800	22,766	11,302
Total Capital Outlay	193,850	223,513	123,414	107,750
Total Expenditures	16,289,745	16,524,145	15,566,713	15,752,261

VILLAGE OF GLEN ELLYN, ILLINOIS

Debt Service Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Intergovernmental	\$ 508,108	508,108	508,108	510,328
Interest	200	200	157	54
Total Revenues	508,308	508,308	508,265	510,382
Expenditures				
Debt Service				
Principal Retirement	950,000	950,000	950,000	755,000
Interest and Fiscal Charges	512,502	512,502	512,602	712,310
Total Expenditures	1,462,502	1,462,502	1,462,602	1,467,310
Excess (Deficiency) of Revenues Over (Under) Expenditures	(954,194)	(954,194)	(954,337)	(956,928)
Other Financing Sources				
Transfers In	954,044	954,044	954,044	956,532
Net Change in Fund Balance	(150)	(150)	(293)	(396)
Fund Balance - Beginning			41,646	42,042
Fund Balance - Ending			41,353	41,646

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Utility Taxes	\$ 2,099,000	2,099,000	1,944,348	2,127,708
Real Estate Transfer Tax	815,000	815,000	771,471	855,345
Intergovernmental	1,936,971	1,936,971	279,500	401,500
Interest	60,000	60,000	84,181	57,596
Miscellaneous	753,000	753,000	97,658	17,491
Total Revenues	5,663,971	5,663,971	3,177,158	3,459,640
Expenditures				
Capital Outlay	20,145,141	21,796,261	13,844,624	8,994,447
Excess (Deficiency) of Revenues Over (Under) Expenditures	(14,481,170)	(16,132,290)	(10,667,466)	(5,534,807)
Other Financing Sources (Uses)				
Transfers In	3,987,720	3,987,720	3,916,767	3,576,656
Transfers Out	(954,044)	(954,044)	(954,044)	(956,532)
	3,033,676	3,033,676	2,962,723	2,620,124
Net Change in Fund Balance	(11,447,494)	(13,098,614)	(7,704,743)	(2,914,683)
Fund Balance - Beginning			14,799,094	17,713,777
Fund Balance - Ending			7,094,351	14,799,094

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Projects Fund

Schedule of Expenditures - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Capital Outlay				
Contractual Street Maintenance	\$ 500,000	502,368	382,744	215,053
Street Improvements	5,141,375	6,051,376	4,337,658	1,920,098
Sidewalk Improvements	213,971	216,660	67,987	125,253
Professional Services - Audit	4,500	4,500	-	-
Professional Services - Other	7,500	7,500	6,756	1,225
Police Station	10,364,195	10,364,195	7,587,621	5,703,818
Other Capital Projects	3,643,000	4,379,062	1,191,258	808,700
Engineering Services	270,600	270,600	270,600	220,300
Total Capital Outlay	20,145,141	21,796,261	13,844,624	8,994,447

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental Funds

Combining Balance Sheet
December 31, 2017

	Special Revenue	Capital Projects	Totals
ASSETS			
Cash and Investments	\$ 3,499,044	2,251,546	5,750,590
Receivables - Net of Allowances			
Property Taxes	426,817	-	426,817
Accounts	274,108	79,384	353,492
Due from Other Governments	61,355	-	61,355
Total Assets	4,261,324	2,330,930	6,592,254
LIABILITIES			
Accounts Payable	12,304	8,456	20,760
Accrued Payroll	917	-	917
Deposits Payable	-	100,000	100,000
Unearned Revenue	610,446	-	610,446
Total Liabilities	623,667	108,456	732,123
DEFERRED INFLOWS OF RESOURCES			
Property Taxes	426,817	-	426,817
Total Liabilities and Deferred Inflows of Resources	1,050,484	108,456	1,158,940
FUND BALANCES			
Restricted	2,994,324	-	2,994,324
Committed	216,516	274,570	491,086
Assigned	-	1,947,904	1,947,904
Total Fund Balances	3,210,840	2,222,474	5,433,314
Total Liabilities, Deferred Inflows of Resources and Fund Balances	4,261,324	2,330,930	6,592,254

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2017

	Special Revenue	Capital Projects	Totals
Revenues			
Taxes	\$ 392,791	-	392,791
Intergovernmental	708,417	20,079	728,496
Charges for Services	1,141,315	-	1,141,315
Interest	15,817	5,844	21,661
Miscellaneous	30,035	13,615	43,650
Total Revenues	2,288,375	39,538	2,327,913
Expenditures			
General Government	60,480	36,749	97,229
Public Safety	666,964	-	666,964
Highways and Streets	593,231	-	593,231
Capital Outlay	59,135	276,050	335,185
Total Expenditures	1,379,810	312,799	1,692,609
Excess (Deficiency) of Revenues Over (Under) Expenditures	908,565	(273,261)	635,304
Other Financing Sources			
Disposal of Capital Assets	-	582,430	582,430
Transfers In	75,259	847,772	923,031
	75,259	1,430,202	1,505,461
Net Change in Fund Balances	983,824	1,156,941	2,140,765
Fund Balances - Beginning	2,227,016	1,065,533	3,292,549
Fund Balances - Ending	3,210,840	2,222,474	5,433,314

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Special Revenue Funds

Combining Balance Sheet
December 31, 2017

	Motor Fuel Tax	Central Business District TIF	Roosevelt Road TIF	Fire Services	Forfeiture	Totals
ASSETS						
Cash and Investments	\$ 710,063	319,696	18,818	1,764,586	685,881	3,499,044
Receivables - Net of Allowances						
Property Taxes	-	147,809	37,347	241,661	-	426,817
Accounts	-	-	-	274,108	-	274,108
Due from Other Governments	61,355	-	-	-	-	61,355
Total Assets	771,418	467,505	56,165	2,280,355	685,881	4,261,324
LIABILITIES						
Accounts Payable	11,831	-	-	70	403	12,304
Accrued Payroll	-	-	-	917	-	917
Unearned Revenue	-	-	-	-	610,446	610,446
Total Liabilities	11,831	-	-	987	610,849	623,667
DEFERRED INFLOWS OF RESOURCES						
Property Taxes	-	147,809	37,347	241,661	-	426,817
Total Liabilities and Deferred Inflows of Resources	11,831	147,809	37,347	242,648	610,849	1,050,484
FUND BALANCES						
Restricted	628,321	234,446	18,818	2,037,707	75,032	2,994,324
Committed	131,266	85,250	-	-	-	216,516
Total Fund Balances	759,587	319,696	18,818	2,037,707	75,032	3,210,840
Total Liabilities, Deferred Inflows of Resources and Fund Balances	771,418	467,505	56,165	2,280,355	685,881	4,261,324

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Special Revenue Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2017

	Motor Fuel Tax	Central Business District TIF	Roosevelt Road TIF	Fire Services	Forfeiture	Totals
Revenues						
Taxes	\$ -	147,808	37,346	207,637	-	392,791
Intergovernmental	708,241	-	-	-	176	708,417
Charges for Services	-	-	-	1,141,315	-	1,141,315
Interest	7,021	995	-	7,801	-	15,817
Miscellaneous	1,426	-	-	28,609	-	30,035
Total Revenues	716,688	148,803	37,346	1,385,362	176	2,288,375
Expenditures						
General Government	-	60,480	-	-	-	60,480
Public Safety	-	-	-	666,561	403	666,964
Highways and Streets	593,231	-	-	-	-	593,231
Capital Outlay	-	-	-	59,135	-	59,135
Total Expenditures	593,231	60,480	-	725,696	403	1,379,810
Excess (Deficiency) of Revenues Over (Under) Expenditures	123,457	88,323	37,346	659,666	(227)	908,565
Other Financing Sources						
Transfers In	-	-	-	-	75,259	75,259
Net Change in Fund Balances	123,457	88,323	37,346	659,666	75,032	983,824
Fund Balances - Beginning	636,130	231,373	(18,528)	1,378,041	-	2,227,016
Fund Balances - Ending	759,587	319,696	18,818	2,037,707	75,032	3,210,840

VILLAGE OF GLEN ELLYN, ILLINOIS

Motor Fuel Tax - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Intergovernmental				
Allotments	\$ 719,000	719,000	708,241	706,965
Interest	2,200	2,200	7,021	2,502
Miscellaneous	6,000	6,000	1,426	1,242
Total Revenues	<u>727,200</u>	<u>727,200</u>	<u>716,688</u>	<u>710,709</u>
Expenditures				
Highways and Streets				
Contracted Services				
Utilities	150,000	150,000	144,954	147,424
Street Maintenance	400,000	400,000	400,000	400,000
Commodities				
Salt	131,000	131,000	48,277	143,404
Capital Outlay				
Capital Projects	200,000	331,266	-	-
Total Expenditures	<u>881,000</u>	<u>1,012,266</u>	<u>593,231</u>	<u>690,828</u>
Net Change in Fund Balance	<u>(153,800)</u>	<u>(285,066)</u>	123,457	19,881
Fund Balance - Beginning			<u>636,130</u>	<u>616,249</u>
Fund Balance - Ending			<u>759,587</u>	<u>636,130</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Central Business District TIF - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Property Taxes	\$ 131,800	131,800	147,808	127,788
Interest	150	150	995	244
Total Revenues	131,950	131,950	148,803	128,032
Expenditures				
General Government				
Contracted Services				
Façade/Interior Awards	125,000	165,250	42,250	66,000
Professional Services - Audit	340	340	340	330
Professional Services - Other	4,000	29,000	17,890	-
Commodities				
Supplies	-	-	-	2,780
Total Expenditures	129,340	194,590	60,480	69,110
Net Change in Fund Balance	2,610	(62,640)	88,323	58,922
Fund Balance - Beginning			231,373	172,451
Fund Balance - Ending			319,696	231,373

VILLAGE OF GLEN ELLYN, ILLINOIS

Roosevelt Road TIF - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Property Taxes	\$ 24,780	24,780	37,346	23,675
Expenditures				
General Government				
Contracted Services	27,000	27,000	-	525
Net Change in Fund Balance	<u>(2,220)</u>	<u>(2,220)</u>	37,346	23,150
Fund Balance - Beginning			(18,528)	(41,678)
Fund Balance - Ending			<u>18,818</u>	<u>(18,528)</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Fire Services - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Property Taxes	\$ 218,400	218,400	207,637	155,486
Charges for Services	803,000	803,000	1,141,315	804,615
Interest	700	700	7,801	520
Miscellaneous	-	-	28,609	-
Total Revenues	1,022,100	1,022,100	1,385,362	960,621
Expenditures				
Public Safety				
Personnel Services				
Salaries - Non-Pension	45,000	45,000	17,969	17,344
FICA	3,500	3,500	1,375	1,327
Contractual Services				
Employee Education	500	500	-	-
Professional Services - Audit	10,000	10,000	8,000	8,000
Professional Services - Other	-	-	-	50
Facilities Maintenance	57,100	57,100	57,100	-
Accounting Services	25,000	25,000	25,000	10,000
Fire Company Contributions	557,050	557,050	557,050	495,000
Commodities				
Supplies	100	100	67	-
Capital Outlay				
Vehicles	1,000,000	1,094,310	59,135	112,335
Total Expenditures	1,698,250	1,792,560	725,696	644,056
Net Change in Fund Balance	(676,150)	(770,460)	659,666	316,565
Fund Balance - Beginning			1,378,041	1,061,476
Fund Balance - Ending			2,037,707	1,378,041

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Capital Projects Funds

Combining Balance Sheet
December 31, 2017

	Corporate Reserve	Facility Maintenance Reserve	Totals
ASSETS			
Cash and Investments	\$ 779,908	1,471,638	2,251,546
Receivables - Net of Allowances Accounts	65,769	13,615	79,384
Total Assets	845,677	1,485,253	2,330,930
LIABILITIES			
Accounts Payable	-	8,456	8,456
Deposits Payable	100,000	-	100,000
Total Liabilities	100,000	8,456	108,456
FUND BALANCES			
Committed	-	274,570	274,570
Assigned	745,677	1,202,227	1,947,904
Total Fund Balances	745,677	1,476,797	2,222,474
Total Liabilities and Fund Balances	845,677	1,485,253	2,330,930

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Capital Projects Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2017

	Corporate Reserve	Facility Maintenance Reserve	Totals
Revenues			
Intergovernmental	\$ -	20,079	20,079
Interest	132	5,712	5,844
Miscellaneous	-	13,615	13,615
Total Revenues	132	39,406	39,538
Expenditures			
General Government	36,749	-	36,749
Capital Outlay	-	276,050	276,050
Total Expenditures	36,749	276,050	312,799
Excess (Deficiency) of Revenues Over (Under) Expenditures	(36,617)	(236,644)	(273,261)
Other Financing Sources			
Disposal of Capital Assets	582,430	-	582,430
Transfers In	49,441	798,331	847,772
	631,871	798,331	1,430,202
Net Change in Fund Balances	595,254	561,687	1,156,941
Fund Balances - Beginning	150,423	915,110	1,065,533
Fund Balances - Ending	745,677	1,476,797	2,222,474

VILLAGE OF GLEN ELLYN, ILLINOIS

Corporate Reserve - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Interest	\$ 100	100	132	50
Miscellaneous	-	-	-	3,894
Total Revenues	100	100	132	3,944
Expenditures				
General Government				
Personnel Services				
Loan Forgiveness	-	-	21,539	10,000
Contractual Services				
Professional Services - Other	19,000	19,000	15,210	-
Capital Outlay				
Real Estate Purchases	22,000	22,000	-	37,337
Total Expenditures	41,000	41,000	36,749	47,337
Excess (Deficiency) of Revenues Over (Under) Expenditures	(40,900)	(40,900)	(36,617)	(43,393)
Other Financing Sources				
Disposal of Capital Assets	500,000	500,000	582,430	-
Transfers In	41,500	41,500	49,441	46,016
	541,500	541,500	631,871	46,016
Net Change in Fund Balance	500,600	500,600	595,254	2,623
Fund Balance - Beginning			150,423	147,800
Fund Balance - Ending			745,677	150,423

VILLAGE OF GLEN ELLYN, ILLINOIS

Facilities Maintenance Reserve - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Revenues				
Interest	\$ 2,500	2,500	5,712	1,450
Intergovernmental				
State Grant	-	-	20,079	-
Miscellaneous	-	-	13,615	-
	<u>2,500</u>	<u>2,500</u>	<u>39,406</u>	<u>1,450</u>
Expenditures				
General Government				
Contractual Services				
Professional Services - Other	-	-	-	1,100
Capital Outlay				
Civic Center	543,000	611,000	153,343	56,570
Reno Center	99,400	99,400	22,062	60,695
Fire Station	159,200	178,900	72,284	13,111
Stacy's and History Center	33,000	49,000	28,361	-
Other Facilities	-	-	-	7,329
Total Expenditures	<u>834,600</u>	<u>938,300</u>	<u>276,050</u>	<u>138,805</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(832,100)	(935,800)	(236,644)	(137,355)
Other Financing Sources				
Transfers In	<u>250,000</u>	<u>798,331</u>	<u>798,331</u>	<u>445,000</u>
Net Change in Fund Balance	<u>(582,100)</u>	<u>(137,469)</u>	561,687	307,645
Fund Balance - Beginning			<u>915,110</u>	<u>607,465</u>
Fund Balance - Ending			<u>1,476,797</u>	<u>915,110</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Water Sales	\$ 7,700,000	7,700,000	7,697,731	7,589,525
Water Connection Fees	70,000	70,000	57,050	35,350
Sanitary Sewer Sales	5,590,000	5,590,000	5,125,982	5,103,508
Permits	22,000	22,000	33,307	20,000
Water Meter Sales	35,000	35,000	46,265	35,300
Inspections	66,900	66,900	63,480	58,800
Other	23,600	23,600	38,840	19,770
Illinois American Sanitary Sewer Fees	460,000	460,000	413,427	422,254
DuPage County Sanitary Sewer Fees	558,000	558,000	559,879	547,214
Sanitary Sewer Repair Reimbursements	287,000	287,000	287,251	287,278
Total Operating Revenues	14,812,500	14,812,500	14,323,212	14,118,999
Operating Expenses				
Water Division	9,357,730	9,704,224	5,813,500	5,804,096
Sanitary Sewer Division	4,039,600	4,477,256	1,246,896	1,237,303
Glenbard Wastewater Division	3,510,270	3,510,270	3,305,935	3,460,523
Depreciation	-	-	1,827,211	1,784,675
Total Operating Expenses	16,907,600	17,691,750	12,193,542	12,286,597
Operating Income (Loss)	(2,095,100)	(2,879,250)	2,129,670	1,832,402
Nonoperating Revenues (Expenses)				
Interest Income	30,000	30,000	84,356	23,040
Property Taxes	97,000	97,000	96,863	96,961
Joint Venture Income	-	-	591,902	533,790
Disposal of Capital Assets	-	-	(170,664)	(47,224)
Interest Expense	(20,000)	(20,000)	(14,771)	(17,059)
	107,000	107,000	587,686	589,508
Income (Loss) Before Transfers and Contributions	(1,988,100)	(2,772,250)	2,717,356	2,421,910
Transfers Out	(200,000)	(200,000)	(100,000)	(100,000)
Capital Contributions	-	-	-	184,400
Change in Net Position	(2,188,100)	(2,972,250)	2,617,356	2,506,310
Net Position - Beginning			69,523,355	67,017,045
Net Position - Ending			72,140,711	69,523,355

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations				
Water Division				
Personnel Services				
Salaries - Pensionable	\$ 499,000	499,000	470,126	491,283
Salaries - Non-Pensionable	42,550	42,550	43,353	40,069
Salaries - Overtime	23,100	23,100	15,583	12,423
Salaries - Temporary Help	14,500	14,500	13,912	7,694
FICA	46,500	46,500	39,680	40,194
IMRF	54,000	54,000	47,575	51,680
IMRF - Pension Expense	-	-	35,995	80,221
	679,650	679,650	666,224	723,564
Contractual Services				
Insurance - Liability	58,500	58,500	58,500	60,800
Insurance - Health	86,600	86,600	85,092	71,543
Postage	17,100	17,100	13,600	13,732
Maintenance - Buildings and Grounds	65,400	65,400	25,279	49,140
Maintenance - Equipment	26,630	26,630	26,575	25,474
Maintenance - Streets	60,100	70,226	36,275	44,472
Maintenance - Water Meters	100,000	100,000	93,906	85,327
Maintenance - Water Tower	-	-	30,920	-
Maintenance - Hydrants	23,400	23,400	23,562	48,778
Maintenance - Valves	10,000	10,000	3,202	3,763
Maintenance - Other	18,000	18,000	14,236	11,842
Equipment Services	125,200	125,200	125,200	120,900
Facilities Maintenance	16,600	16,600	16,600	17,700
Professional Services - Other	215,850	259,796	84,382	109,801
Utilities	40,000	40,000	30,068	33,123
Telecommunications	9,400	9,400	8,141	8,789
JULIE	10,600	10,600	9,692	9,869
Water Purchases	4,224,000	4,224,000	4,104,009	4,031,388
Dues and Subscriptions	2,800	2,800	2,829	2,672
Service Charge - Accounting	145,000	145,000	145,000	150,000
Bank Charges	21,800	21,800	21,639	21,588
Travel	4,800	4,800	3,192	3,125

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Water Division - Continued				
Contractual Services - Continued				
Safety Training	\$ 1,500	1,500	-	(200)
Employee Recognition	1,000	1,000	12	376
Bad Debt Expense	-	-	-	150
Employee Education	6,500	6,500	5,741	3,792
	5,290,780	5,344,852	4,967,652	4,927,944
Commodities				
Office Supplies	2,200	2,200	1,163	958
Operating Supplies	7,000	7,000	5,069	1,726
Uniforms	2,700	2,700	3,091	2,611
Treatment Costs	8,000	8,000	-	-
Safety Related Equipment	4,000	4,000	2,210	2,452
	23,900	23,900	11,533	7,747
Capital Outlay				
Equipment	99,900	99,900	42,494	175,946
Capital Projects	3,263,500	3,555,922	1,017,558	617,067
	3,363,400	3,655,822	1,060,052	793,013
Less Capitalized Assets	-	-	(891,961)	(648,172)
	3,363,400	3,655,822	168,091	144,841
Total Water Division	9,357,730	9,704,224	5,813,500	5,804,096
Sanitary Sewer Division				
Personnel Services				
Salaries - Pensionable	426,900	426,900	393,910	414,305
Salaries - Non-Pensionable	7,550	7,550	11,248	7,629
Salaries - Overtime	23,200	23,200	14,891	11,190
Salaries - Temporary Help	14,100	14,100	12,076	7,694
FICA	41,000	41,000	31,609	32,023
IMRF	46,600	46,600	40,251	43,690
	559,350	559,350	503,985	516,531

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Sanitary Sewer Division - Continued				
Contractual Services				
Insurance - Liability	\$ 44,000	44,000	44,000	50,000
Insurance - Health	72,700	72,700	70,941	58,777
Postage	13,200	13,200	13,224	13,266
Maintenance - Buildings and Grounds	5,000	5,000	2,140	1,941
Maintenance - Equipment	24,600	24,600	35,061	24,561
Maintenance - Streets	49,600	67,067	40,454	31,833
Maintenance - Storm Sewers	20,000	20,000	15,581	7,870
Maintenance - Sanitary Sewers	20,000	20,000	4,367	6,257
Maintenance - Other	-	-	720	(2,500)
Equipment Services	145,900	145,900	145,900	175,000
Facilities Maintenance	13,800	13,800	13,800	17,700
Professional Services - Other	159,900	162,531	70,935	83,242
Utilities	6,000	6,000	4,838	4,538
Telecommunications	5,400	5,400	4,755	3,857
Overhead Sanitary Sewer Program	50,000	50,000	28,656	29,950
Dues and Subscriptions	4,500	4,500	3,864	3,627
Service Charge - Accounting	145,000	145,000	145,000	150,000
IEPA Loan	88,000	88,000	-	-
Bank Charges	21,800	21,800	21,579	21,625
Travel	1,800	1,800	1,004	398
Employee Recognition	500	500	-	-
Employee Education	6,500	6,500	4,905	2,952
Sewer Reimbursement Plan Repairs	50,000	50,000	31,079	20,772
	948,200	968,298	702,803	705,666
Commodities				
Office Supplies	2,200	2,200	1,066	958
Operating Supplies	3,750	3,750	3,367	1,474
Uniforms	2,300	2,300	2,358	2,669
Safety Related Equipment	5,700	5,700	2,399	2,298
	13,950	13,950	9,190	7,399

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Sanitary Sewer Division - Continued				
Capital Outlay				
Equipment	\$ 129,600	129,600	28,947	31,010
Capital Projects	2,388,500	2,806,058	930,836	1,189,258
	2,518,100	2,935,658	959,783	1,220,268
Less Capitalized Assets	-	-	(928,865)	(1,212,561)
	2,518,100	2,935,658	30,918	7,707
Total Sanitary Sewer Division	4,039,600	4,477,256	1,246,896	1,237,303
Glenbard Wastewater Authority Division				
Contractual Services				
Wastewater Treatment	3,510,270	3,510,270	3,305,935	3,460,523
Total Operations	16,907,600	17,691,750	10,366,331	10,501,922
Depreciation	-	-	1,827,211	1,784,675
Total Operating Expenses	16,907,600	17,691,750	12,193,542	12,286,597

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Green Fees	\$ 1,850,000	1,850,000	1,821,518	1,800,477
Driving Range	265,000	265,000	248,365	248,545
Pro Shop - Sales/Inventory	205,000	205,000	179,464	175,844
Resident Cards	36,000	36,000	32,455	34,815
Motor Carts	545,000	545,000	498,023	477,037
Reserve 22	2,475,500	2,475,500	2,382,753	2,317,462
Miscellaneous	92,000	92,000	111,355	104,323
Total Operating Revenues	5,468,500	5,468,500	5,273,933	5,158,503
Operating Expenses				
Administration	341,598	341,598	474,232	532,734
Golf Course Maintenance	832,446	832,446	701,783	749,368
Golf Services	713,206	713,206	709,570	708,010
Reserve 22	2,176,975	2,176,975	2,344,582	2,150,390
Stormwater Management	38,537	38,537	43,081	20,694
Pro Shop	186,158	186,158	167,299	166,849
Mechanical Maintenance	165,692	165,692	162,910	162,270
Motor Cart	51,619	51,619	42,985	48,970
Capital Outlay	278,000	396,000	313,293	46,164
Depreciation and Amortization	-	-	361,609	351,205
Total Operating Expenses	4,784,231	4,902,231	5,321,344	4,936,654
Operating Income (Loss)	684,269	566,269	(47,411)	221,849
Nonoperating Revenues (Expenses)				
Interest Income	4,000	4,000	9,977	4,487
Principal Retirement	(510,000)	(510,000)	-	-
Interest Expense	(145,146)	(145,146)	(145,146)	(156,971)
	(651,146)	(651,146)	(135,169)	(152,484)
Change in Net Position	33,123	(84,877)	(182,580)	69,365
Net Position - Beginning			20,396,163	20,326,798
Net Position - Ending			20,213,583	20,396,163

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations				
Administration				
Personnel Services				
Salaries - Pensionable	\$ 113,268	113,268	114,723	113,042
Salaries - Non Pensionable	-	-	14,669	-
FICA	8,665	8,665	9,625	8,202
IMRF	11,712	11,712	11,470	11,577
IMRF - Pension Expense	-	-	112,550	190,160
	133,645	133,645	263,037	322,981
Contractual Services				
Insurance - Liability	76,600	76,600	76,600	75,200
Professional Services - Other	4,300	4,300	4,534	10,249
Dues and Subscriptions	10,000	10,000	11,626	11,477
Insurance	17,300	17,300	16,954	15,768
Paying Agent Fee	1,253	1,253	1,253	1,253
Service Charge	91,000	91,000	91,000	89,000
Recruiting and Testing	-	-	1,426	-
Employee Education	500	500	883	200
	200,953	200,953	204,276	203,147
Commodities				
Supplies	7,000	7,000	6,919	6,606
Total Administration	341,598	341,598	474,232	532,734
Golf Course Maintenance				
Personnel Services				
Salaries - Pensionable	351,000	351,000	334,735	334,773
Salaries - Non Pensionable	51,000	51,000	29,877	51,423
Salaries - Overtime	-	-	1,293	224
FICA	30,753	30,753	27,961	28,756
IMRF	36,293	36,293	34,459	31,233
	469,046	469,046	428,325	446,409

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Golf Course Maintenance - Continued				
Contractual Services				
Maintenance - Buildings and Grounds	\$ 10,000	10,000	9,805	10,183
Maintenance - Drain and Irrigation	9,000	9,000	5,098	9,064
Professional Services - Other	-	-	960	-
Dues and Subscriptions	1,100	1,100	1,318	1,469
Utilities	33,000	33,000	30,810	29,711
Insurance	36,300	36,300	32,389	22,971
Telecommunications	4,000	4,000	3,579	3,156
Employee Education	6,000	6,000	2,811	4,942
Recruiting and Testing	500	500	736	495
State Unemployment	25,000	25,000	17,542	20,791
	124,900	124,900	105,048	102,782
Commodities				
Supplies	40,000	40,000	18,516	31,888
Landscaping Supplies	25,000	25,000	15,654	18,708
Uniforms	1,500	1,500	2,931	1,121
Treatment Costs	70,000	70,000	71,452	71,313
Fertilizer/Pesticides	45,000	45,000	17,614	29,431
Sod, Seed, Sand and Gravel	27,000	27,000	23,005	29,773
	208,500	208,500	149,172	182,234
Vehicle Operation				
Gas and Oil	30,000	30,000	19,238	17,943
Total Golf Course Maintenance	832,446	832,446	701,783	749,368

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Golf Services				
Personnel Services				
Salaries - Pensionable	\$ 265,000	265,000	260,337	260,963
Salaries - Non Pensionable	94,000	94,000	89,265	92,240
Salaries - Overtime	1,000	1,000	3,257	1,276
FICA	27,540	27,540	26,492	26,361
IMRF	27,401	27,401	26,463	27,079
	414,941	414,941	405,814	407,919
Contractual Services				
Postage	5,000	5,000	2,486	3,735
Marketing	42,750	42,750	35,428	44,876
Printing	10,300	10,300	6,272	9,108
Professional Services - Other	-	-	2,655	-
Dues and Subscriptions	4,000	4,000	23,657	5,147
Credit Card Fees	52,915	52,915	51,779	52,264
Utilities	30,900	30,900	29,629	28,487
Insurance	35,300	35,300	36,045	32,730
Telecommunications	10,000	10,000	6,781	8,441
Employee Education	6,600	6,600	4,350	-
Recruiting and Testing	1,500	1,500	2,065	1,297
State Unemployment	9,000	9,000	4,224	7,301
	208,265	208,265	205,371	193,386
Commodities				
Supplies	65,000	65,000	71,258	78,113
Uniforms	3,000	3,000	4,274	2,576
	68,000	68,000	75,532	80,689
Resalable Supplies and Expenses				
Club Repairs	2,000	2,000	5,433	5,336
Handicap Fees	20,000	20,000	17,420	20,680
	22,000	22,000	22,853	26,016
Total Golf Services	713,206	713,206	709,570	708,010

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Reserve 22				
Personnel Services				
Salaries - Pensionable	\$ 565,000	565,000	605,006	508,762
Salaries - Non Pensionable	340,000	340,000	365,210	339,466
Salaries - Overtime	25,000	25,000	32,994	45,468
Tips	-	-	2,293	(3,094)
FICA	96,720	96,720	97,476	96,040
IMRF	58,421	58,421	73,695	69,714
	1,085,141	1,085,141	1,176,674	1,056,356
Contractual Services				
Marketing	40,000	40,000	38,585	34,164
Insurance - Liability	2,000	2,000	1,562	1,909
Postage and Shipping	-	-	58	26
Printing	1,000	1,000	-	183
Professional Services - Other	1,515	1,515	28,951	4,679
Dues and Subscriptions	12,000	12,000	10,273	9,331
Credit Card Fees	47,035	47,035	52,819	52,577
Utilities	34,680	34,680	38,468	36,325
Insurance	45,600	45,600	44,848	29,233
Telecommunications	4,794	4,794	5,110	5,149
Entertainment	25,000	25,000	14,950	25,900
Employee Education	3,000	3,000	1,547	468
Recruiting and Testing	5,000	5,000	20,880	7,716
State Unemployment	2,700	2,700	14,372	(1,482)
	224,324	224,324	272,423	206,178
Commodities				
Supplies	79,560	79,560	85,749	72,034
Uniforms	5,610	5,610	6,779	6,508
Linens and Rentals	20,400	20,400	34,808	37,961
	105,570	105,570	127,336	116,503

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Reserve 22 - Continued				
Resalable Supplies and Expenses				
Dry Goods	\$ 14,280	14,280	11,306	10,941
Beer	132,600	132,600	120,529	132,479
Wine	64,260	64,260	58,036	77,842
Spirits	40,800	40,800	47,327	48,492
Food/Resale	469,200	469,200	489,044	459,214
Beverage/Resale	40,800	40,800	41,907	42,385
	761,940	761,940	768,149	771,353
Total Reserve 22	2,176,975	2,176,975	2,344,582	2,150,390
Stormwater Management				
Personnel Services				
Salaries - Pensionable	28,000	28,000	33,201	15,859
FICA	2,142	2,142	2,499	1,205
IMRF	2,895	2,895	3,350	1,703
	33,037	33,037	39,050	18,767
Contractual Services				
Insurance	500	500	2,423	527
Commodities				
Sod, Seed, Sand and Gravel	5,000	5,000	1,608	1,400
Total Stormwater Management	38,537	38,537	43,081	20,694
Pro Shop				
Personnel Services				
Salaries - Pensionable	17,195	17,195	17,320	16,904
FICA	1,315	1,315	1,249	1,220
IMRF	1,778	1,778	1,685	1,722
	20,288	20,288	20,254	19,846

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Pro Shop - Continued				
Contractual Services				
Credit Card Fees	\$ 3,895	3,895	3,296	3,326
Insurance	3,900	3,900	3,999	3,637
Telecommunications	1,800	1,800	1,343	1,216
	9,595	9,595	8,638	8,179
Commodities				
Supplies	1,500	1,500	506	900
Resalable Supplies and Expenses				
Products/Resale	154,775	154,775	137,901	137,924
Total Pro Shop	186,158	186,158	167,299	166,849
Mechanical Maintenance				
Personnel Services				
Salaries - Full Time	80,000	80,000	65,310	68,173
FICA	6,121	6,121	4,793	5,062
IMRF	8,271	8,271	6,469	7,145
	94,392	94,392	76,572	80,380
Contractual Services				
Maintenance - Buildings and Grounds	6,500	6,500	6,397	10,678
Insurance	8,000	8,000	12,238	7,942
Maintenance - Equipment	36,300	36,300	40,992	46,057
	50,800	50,800	59,627	64,677
Commodities				
Supplies	20,500	20,500	26,711	17,213
Total Mechanical Maintenance	165,692	165,692	162,910	162,270

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Motor Cart				
Personnel Services				
Salaries - Pensionable	\$ -	-	1,254	-
Salaries - Non Pensionable	35,875	35,875	31,310	37,858
Salaries - Overtime	-	-	220	-
FICA	2,744	2,744	2,508	2,896
IMRF	-	-	130	-
	38,619	38,619	35,422	40,754
Vehicle Operation				
Gas and Oil	13,000	13,000	7,563	8,216
Total Motor Cart	51,619	51,619	42,985	48,970
Capital Outlay				
Equipment	278,000	396,000	414,070	46,164
Less Capitalized Assets	-	-	(100,777)	-
Total Capital Outlay	278,000	396,000	313,293	46,164
Total Operations	4,784,231	4,902,231	4,959,735	4,585,449
Depreciation and Amortization	-	-	361,609	351,205
Total Operating Expenses	4,784,231	4,902,231	5,321,344	4,936,654

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Net Position
December 31, 2017

	Parking	Residential Solid Waste	Totals
ASSETS			
Current Assets			
Cash and Investments	\$ 1,476,167	670,048	2,146,215
Receivables - Net of Allowances			
Accounts	39,980	254,295	294,275
Prepays	-	3,300	3,300
Inventories	-	8,422	8,422
Total Current Assets	1,516,147	936,065	2,452,212
Noncurrent Assets			
Capital Assets			
Nondepreciable Capital Assets	16,221	-	16,221
Depreciable Capital Assets	4,039,280	28,548	4,067,828
Accumulated Depreciation	(2,793,848)	(28,548)	(2,822,396)
Total Noncurrent Assets	1,261,653	-	1,261,653
Total Assets	2,777,800	936,065	3,713,865
LIABILITIES			
Current Liabilities			
Accounts Payable	19,627	311,114	330,741
NET POSITION			
Investment in Capital Assets	1,261,653	-	1,261,653
Committed	90,463	-	90,463
Unrestricted	1,406,057	624,951	2,031,008
Total Net Position	2,758,173	624,951	3,383,124

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2017

	Parking	Residential Solid Waste	Totals
Operating Revenues			
Charges for Services	\$ 380,318	1,609,888	1,990,206
Operating Expenses			
Operations	172,163	1,627,643	1,799,806
Depreciation	119,848	-	119,848
Total Operating Expenses	292,011	1,627,643	1,919,654
Operating Income	88,307	(17,755)	70,552
Nonoperating Revenues			
Interest Income	10,658	4,111	14,769
Change in Net Position	98,965	(13,644)	85,321
Net Position - Beginning	2,659,208	638,595	3,297,803
Net Position - Ending	2,758,173	624,951	3,383,124

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2017

	Parking	Residential Solid Waste	Totals
Cash Flows from Operating Activities			
Receipts from Customers and Users	\$ 383,333	1,627,554	2,010,887
Payments to Suppliers	(201,691)	(1,424,618)	(1,626,309)
	181,642	202,936	384,578
Cash Flows from Capital and Related Financing Activities			
Purchase of Capital Assets	(264,525)	-	(264,525)
Cash Flows from Investing Activities			
Interest Income	10,658	4,111	14,769
Net Change in Cash and Cash Equivalents	(72,225)	207,047	134,822
Cash and Cash Equivalents - Beginning	1,548,392	463,001	2,011,393
Cash and Cash Equivalents - Ending	1,476,167	670,048	2,146,215
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities			
Operating Income (Loss)	88,307	(17,755)	70,552
Adjustments to Reconcile Operating Income to Net Income to Net Cash Provided by (Used in) Operating Activities			
Depreciation Expense	119,848	-	119,848
(Increase) Decrease in Current Assets	3,015	17,666	20,681
Increase (Decrease) in Current Liabilities	(29,528)	203,025	173,497
Net Cash Provided by Operating Activities	181,642	202,936	384,578

VILLAGE OF GLEN ELLYN, ILLINOIS

Parking - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Coin Collections	\$ 21,500	21,500	15,929	17,440
Leased Lots	270,000	270,000	273,078	288,628
Duane Street Parking Lot	85,000	85,000	90,786	89,594
Other	1,300	1,300	525	575
Total Operating Revenues	377,800	377,800	380,318	396,237
Operating Expenses				
Operations	566,210	361,910	172,163	259,208
Depreciation and Amortization	-	-	119,848	106,044
Total Operating Expenses	566,210	361,910	292,011	365,252
Operating Income (Loss)	(188,410)	15,890	88,307	30,985
Nonoperating Revenues				
Interest Income	3,500	3,500	10,658	2,338
Change in Net Position	(184,910)	19,390	98,965	33,323
Net Position - Beginning			2,659,208	2,625,885
Net Position - Ending			2,758,173	2,659,208

VILLAGE OF GLEN ELLYN, ILLINOIS

Parking - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations				
Contractual Services				
Insurance - Liability	\$ 700	700	700	900
Maintenance - Building and Grounds	47,500	57,500	21,983	16,008
Maintenance - Other	5,160	5,160	-	-
Printing	400	400	-	-
Utilities	3,500	3,500	4,635	2,944
Rental - Lease	23,500	23,500	19,058	23,777
Forestry Services	24,350	24,350	24,350	42,700
Accounting Service Charge	13,000	13,000	13,000	11,000
Administrative Service Charge				
Public Works	105,300	105,300	105,300	105,400
	223,410	233,410	189,026	202,729
Commodities				
Supplies	3,800	3,800	1,519	2,115
Capital Outlay				
Capital Improvements	630,000	415,700	246,143	54,364
Equipment	24,000	24,000	-	-
	654,000	439,700	246,143	54,364
Less Capitalized Assets	(315,000)	(315,000)	(264,525)	-
	339,000	124,700	(18,382)	54,364
Total Operations	566,210	361,910	172,163	259,208
Depreciation	-	-	119,848	106,044
Total Operating Expenses	566,210	361,910	292,011	365,252

VILLAGE OF GLEN ELLYN, ILLINOIS

Residential Solid Waste - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Trash Disposal	\$ 1,667,400	1,667,400	1,603,367	1,661,959
Other	1,000	1,000	6,521	2,417
Total Operating Revenues	1,668,400	1,668,400	1,609,888	1,664,376
Operating Expenses				
Operations	1,545,995	1,545,995	1,627,643	1,500,067
Operating Income	122,405	122,405	(17,755)	164,309
Nonoperating Revenues				
Interest Income	1,200	1,200	4,111	1,073
Change in Net Position	<u>123,605</u>	<u>123,605</u>	(13,644)	165,382
Net Position - Beginning			638,595	473,213
Net Position - Ending			<u>624,951</u>	<u>638,595</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Residential Solid Waste - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations				
Contractual Services				
Postage	\$ 9,900	9,900	13,200	13,200
Professional Services - Removal Waste	1,277,785	1,277,785	1,363,456	1,254,799
Professional Services - Other	6,890	6,890	3,427	3,456
Bank Charges	22,920	22,920	21,580	22,760
Brush Pickup Service	123,000	123,000	123,000	123,000
Toter Replacement	11,000	11,000	12,980	5,548
Service Charge	90,000	90,000	90,000	77,100
	1,541,495	1,541,495	1,627,643	1,499,863
Capital Outlay				
Equipment	4,500	4,500	-	204
Total Operating Expenses	1,545,995	1,545,995	1,627,643	1,500,067

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Net Position
December 31, 2017

	Insurance	Equipment Services	Totals
ASSETS			
Current Assets			
Cash and Investments	\$ 1,399,276	4,608,131	6,007,407
Receivables - Net of Allowances			
Other	87,670	-	87,670
Prepays	679,982	-	679,982
Inventories	-	108,587	108,587
Total Current Assets	2,166,928	4,716,718	6,883,646
Noncurrent Assets			
Capital Assets			
Depreciable	-	5,420,494	5,420,494
Accumulated Depreciation	-	(3,500,710)	(3,500,710)
Total Noncurrent Assets	-	1,919,784	1,919,784
Total Assets	2,166,928	6,636,502	8,803,430
LIABILITIES			
Current Liabilities			
Accounts Payable	5,802	4,961	10,763
Accrued Payroll	-	12,901	12,901
Compensated Absences Payable	-	9,183	9,183
Total Current Liabilities	5,802	27,045	32,847
Noncurrent Liabilities			
Compensated Absences Payable	-	26,135	26,135
Total Liabilities	5,802	53,180	58,982
NET POSITION			
Investment in Capital Assets	-	1,919,784	1,919,784
Committed	-	61,234	61,234
Unrestricted	2,161,126	4,602,304	6,763,430
Total Net Position	2,161,126	6,583,322	8,744,448

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2017

	Insurance	Equipment Services	Totals
Operating Revenues			
Interfund Services	\$ 3,168,939	1,494,336	4,663,275
Operating Expenses			
Operations	3,197,645	817,572	4,015,217
Depreciation	-	388,318	388,318
Total Operating Expenses	3,197,645	1,205,890	4,403,535
Operating Income	(28,706)	288,446	259,740
Nonoperating Revenues			
Interest Income	17,993	29,084	47,077
Other Income	28,660	-	28,660
Disposal of Capital Assets	-	69,042	69,042
	46,653	98,126	144,779
Change in Net Position	17,947	386,572	404,519
Net Position - Beginning	2,143,179	6,196,750	8,339,929
Net Position - Ending	2,161,126	6,583,322	8,744,448

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2017

	Insurance	Equipment Services	Totals
Cash Flows from Operating Activities			
Interfund Services Provided	\$ 3,268,363	1,484,221	4,752,584
Payments to Suppliers	(3,196,071)	(525,157)	(3,721,228)
Payments to Employees	-	(293,597)	(293,597)
	72,292	665,467	737,759
Cash Flows from Capital and Related Financing Activities			
Disposal of Capital Assets	-	69,042	69,042
Purchase of Capital Assets	-	(308,308)	(308,308)
	-	(239,266)	(239,266)
Cash Flows from Investing Activities			
Interest Income	17,993	29,084	47,077
Net Change in Cash and Cash Equivalents	90,285	455,285	545,570
Cash and Cash Equivalents - Beginning	1,308,991	4,152,846	5,461,837
Cash and Cash Equivalents - Ending	1,399,276	4,608,131	6,007,407
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities			
Operating Income	(28,706)	288,446	259,740
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities			
Depreciation	-	388,318	388,318
Other Income	28,660	-	28,660
(Increase) Decrease in Current Assets	70,764	(10,115)	60,649
Increase (Decrease) in Current Liabilities	1,574	(1,182)	392
Net Cash Provided by Operating Activities	72,292	665,467	737,759

VILLAGE OF GLEN ELLYN, ILLINOIS

Insurance - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Interfund Services				
Charges for Services	\$ 2,741,400	2,741,400	2,704,565	2,473,418
Employee Contributions	473,175	473,175	464,374	437,815
Total Operating Revenues	3,214,575	3,214,575	3,168,939	2,911,233
Operating Expenses				
Operations				
Insurance - Liability	657,850	657,850	633,110	614,339
Insurance - Hospital, Group Life	2,549,500	2,549,500	2,514,760	2,214,988
Risk Management	8,900	8,900	6,160	9,680
Wellness	27,700	27,700	43,615	14,480
Professional Services	5,000	5,000	-	-
Total Operating Expenses	3,248,950	3,248,950	3,197,645	2,853,487
Operating Income (Loss)	(34,375)	(34,375)	(28,706)	57,746
Nonoperating Revenues (Expenses)				
Interest Income	3,500	3,500	17,993	(3,010)
Other Income	27,700	27,700	28,660	(9,841)
	31,200	31,200	46,653	(12,851)
Change in Net Position	(3,175)	(3,175)	17,947	44,895
Net Position - Beginning			2,143,179	2,098,284
Net Position - Ending			2,161,126	2,143,179

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Interfund Services				
Charges for Services	\$ 1,489,200	1,489,200	1,494,336	1,550,305
Operating Expenses				
Operations	1,183,090	1,377,956	817,572	852,645
Depreciation	-	-	388,318	338,102
Total Operating Expenses	1,183,090	1,377,956	1,205,890	1,190,747
Operating Income (Loss)	306,110	111,244	288,446	359,558
Nonoperating Revenues				
Interest Income	5,000	5,000	29,084	8,342
Disposal of Capital Assets	20,000	20,000	69,042	66,133
	25,000	25,000	98,126	74,475
Change in Net Position	331,110	136,244	386,572	434,033
Net Position - Beginning			6,196,750	5,762,717
Net Position - Ending			6,583,322	6,196,750

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Operating Expenses - Budget and Actual

For the Fiscal Year Ended December 31, 2017

(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations				
Personnel Services				
Salaries - Pensionable	\$ 265,300	265,300	269,301	264,860
Salaries - Non-Pensionable	22,100	22,100	20,077	17,530
Salaries - Overtime	10,000	10,000	4,219	7,401
FICA	23,100	23,100	21,372	21,282
IMRF	30,100	30,100	26,665	28,061
	350,600	350,600	341,634	339,134
Contractual Services				
Insurance - Liability	12,600	12,600	12,600	13,400
Facility Maintenance	9,400	9,400	9,400	9,000
Maintenance - Buildings and Grounds	34,000	50,912	30,113	12,043
Professional Services - Other	6,000	6,000	4,468	1,847
Dues and Subscriptions	775	775	649	529
Telecommunications	20,060	20,060	14,832	6,375
Rented Equipment	4,100	4,100	3,000	3,153
Travel	1,950	1,950	437	428
Insurance - Health	50,900	50,900	50,992	46,284
Service Charge - Public Works	14,500	14,500	14,500	13,900
Equipment Services	5,200	5,200	5,200	4,400
Employee Education	2,400	2,400	150	445
Disposal Cost	1,500	1,500	150	75
	163,385	180,297	146,491	111,879
Commodities				
Supplies	13,500	13,500	9,855	11,983
Safety Related Equipment	1,300	1,300	800	860
Uniforms	1,575	1,575	1,153	1,286
Parts	90,000	90,000	89,194	111,764
	106,375	106,375	101,002	125,893

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Vehicle Operations				
Gas and Oil	\$ 226,600	226,600	150,275	140,698
Repairs	65,000	65,000	53,799	53,895
Tires	14,000	14,000	13,328	16,588
License Plates	1,585	1,585	1,477	2,017
	307,185	307,185	218,879	213,198
Capital Outlay				
Equipment	15,545	15,545	8,017	20,875
Vehicles	240,000	417,954	309,857	410,730
	255,545	433,499	317,874	431,605
Less Capitalized Assets	-	-	(308,308)	(369,064)
	255,545	433,499	9,566	62,541
Total Operations	1,183,090	1,377,956	817,572	852,645
Depreciation	-	-	388,318	338,102
Total Operating Expenses	1,183,090	1,377,956	1,205,890	1,190,747

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension - Pension Trust Fund

Schedule of Changes in Fiduciary Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2017
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2016)

	12/31/17			12/31/16
	Original Budget	Final Budget	Actual	Actual
Additions				
Contributions - Employer	\$ 1,613,000	1,613,000	1,613,000	1,692,000
Contributions - Plan Members	340,000	340,000	347,262	347,368
Total Contributions	1,953,000	1,953,000	1,960,262	2,039,368
Investment Income				
Interest Earned	548,000	548,000	15,030,562	1,752,575
Net Change in Fair Value	1,200,000	1,200,000	(11,670,693)	(163,462)
	1,748,000	1,748,000	3,359,869	1,589,113
Less Investment Expenses	(68,500)	(68,500)	(83,975)	(56,930)
Net Investment Income	1,679,500	1,679,500	3,275,894	1,532,183
Total Additions	3,632,500	3,632,500	5,236,156	3,571,551
Deductions				
Administration	20,400	20,400	17,278	16,122
Benefits and Refunds	2,145,000	2,145,000	2,141,300	1,963,819
Total Deductions	2,165,400	2,165,400	2,158,578	1,979,941
Change in Fiduciary Net Position	1,467,100	1,467,100	3,077,578	1,591,610
Net Position Restricted for Pensions				
Beginning			27,402,987	25,811,377
Ending			30,480,565	27,402,987

SUPPLEMENTAL SCHEDULES

VILLAGE OF GLEN ELLYN, ILLINOIS

Schedule of Insurance in Force
December 31, 2017

Insured	Description of Coverage	Amount of Coverage	Expiration Date of Policy
Village of Glen Ellyn	Property	\$ 1,000,000	05/01/18
	Liability	10,000,000	05/01/18
	Workers Compensation	750,000	05/01/18
	Excess Property	400,000,000	05/01/18
	Excess Liability	5,000,000	05/01/18
	Excess Workers Compensation	Statutory	05/01/18
	Boiler and Machinery	50,000,000	05/01/18
	Cyber	1,000,000	05/01/18
	Storage Tank Liability	2,000,000	01/01/19
	Excess Crime	500,000	05/01/19
	Public Officials Bond	95,000	01/01/19

VILLAGE OF GLEN ELLYN, ILLINOIS**Long-Term Debt Requirements****General Obligation Refunding Bonds of 2010
December 31, 2017**

Date of Issue	November 30, 2010
Date of Maturity	January 1, 2023
Authorized Issue	\$3,175,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 3.90%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	Bank of NY

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2017	\$ 290,000	48,968	338,968	2018	24,484	2019	24,484
2018	305,000	39,542	344,542	2019	19,771	2020	19,771
2019	315,000	28,868	343,868	2020	14,434	2021	14,434
2020	330,000	17,056	347,056	2021	8,528	2022	8,528
2021	120,000	4,676	124,676	2022	2,338	2023	2,338
	<u>1,360,000</u>	<u>139,110</u>	<u>1,499,110</u>		<u>69,555</u>		<u>69,555</u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Long-Term Debt Requirements****General Obligation Taxable Bonds of 2010
December 31, 2017**

Date of Issue	January 5, 2010
Date of Maturity	January 1, 2021
Authorized Issue	\$3,000,000
Denomination of Bonds	\$5,000
Interest Rates	3.50% - 4.75%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	Bond Trust Services Corp.

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2017	\$ 440,000	63,982	503,982	2018	31,991	2019	31,991
2018	460,000	44,182	504,182	2019	22,091	2020	22,091
2019	475,000	22,562	497,562	2020	11,281	2021	11,281
	<u>1,375,000</u>	<u>130,726</u>	<u>1,505,726</u>		<u>65,363</u>		<u>65,363</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2012
December 31, 2017

Date of Issue	October 17, 2012
Date of Maturity	January 1, 2033
Authorized Issue	\$5,005,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 2.50%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	US Bank

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2017	\$ 230,000	83,128	313,128	2018	41,564	2018	41,564
2018	235,000	78,528	313,528	2019	39,264	2019	39,264
2019	240,000	73,828	313,828	2020	36,914	2020	36,914
2020	240,000	69,028	309,028	2021	34,514	2021	34,514
2021	245,000	64,228	309,228	2022	32,114	2022	32,114
2022	250,000	59,328	309,328	2023	29,664	2023	29,664
2023	255,000	54,328	309,328	2024	27,164	2024	27,164
2024	260,000	49,228	309,228	2025	24,614	2025	24,614
2025	265,000	44,028	309,028	2026	22,014	2026	22,014
2026	275,000	38,728	313,728	2027	19,364	2027	19,364
2027	280,000	33,090	313,090	2028	16,545	2028	16,545
2028	285,000	27,210	312,210	2029	13,605	2029	13,605
2029	290,000	21,082	311,082	2030	10,541	2030	10,541
2030	295,000	14,558	309,558	2031	7,279	2031	7,279
2031	305,000	7,626	312,626	2032	3,813	2032	3,813
	<u>3,950,000</u>	<u>717,946</u>	<u>4,667,946</u>		<u>358,973</u>		<u>358,973</u>

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2015
December 31, 2017

Date of Issue	August 6, 2015
Date of Maturity	January 1, 2036
Authorized Issue	\$13,435,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 4.00%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	US Bank

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2017	\$ 535,000	418,544	953,544	2018	209,272	2019	209,272
2018	545,000	407,844	952,844	2019	203,922	2020	203,922
2019	565,000	391,494	956,494	2020	195,747	2021	195,747
2020	580,000	374,544	954,544	2021	187,272	2022	187,272
2021	600,000	357,144	957,144	2022	178,572	2023	178,572
2022	615,000	339,144	954,144	2023	169,572	2024	169,572
2023	635,000	320,694	955,694	2024	160,347	2025	160,347
2024	655,000	301,644	956,644	2025	150,822	2026	150,822
2025	675,000	281,994	956,994	2026	140,997	2027	140,997
2026	695,000	261,744	956,744	2027	130,872	2028	130,872
2027	715,000	240,894	955,894	2028	120,447	2029	120,447
2028	735,000	217,656	952,656	2029	108,828	2030	108,828
2029	760,000	192,850	952,850	2030	96,425	2031	96,425
2030	790,000	166,250	956,250	2031	83,125	2032	83,125
2031	815,000	138,600	953,600	2032	69,300	2033	69,300
2032	850,000	106,000	956,000	2033	53,000	2034	53,000
2033	880,000	72,000	952,000	2034	36,000	2035	36,000
2034	920,000	36,800	956,800	2035	18,400	2036	18,400
	<u>12,565,000</u>	<u>4,625,840</u>	<u>17,190,840</u>		<u>2,312,920</u>		<u>2,312,920</u>

VILLAGE OF GLEN ELLYN, ILLINOIS**Long-Term Debt Requirements****IEPA Loan Payable of 2006
December 31, 2017**

Date of Issue	September 29, 2006
Date of Maturity	March 5, 2023
Authorized Issue	\$1,508,839
Interest Rate	2.50%
Interest Dates	March 5 and September 5
Principal Maturity Date	March 5
Payable at	Illinois Environmental Protection Agency

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2018	\$ 94,747	13,198	107,945
2019	97,130	10,815	107,945
2020	99,573	8,372	107,945
2021	102,078	5,867	107,945
2022	104,646	3,299	107,945
2023	53,307	667	53,974
	<u>551,481</u>	<u>42,218</u>	<u>593,699</u>

STATISTICAL SECTION (Unaudited)

This part of the comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Village's most significant local revenue sources.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the Village's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.

VILLAGE OF GLEN ELLYN, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
December 31, 2017 (Unaudited)

	2009	2010	2011	2012
Governmental Activities				
Net Investment in Capital Assets	\$ 92,186,054	87,500,220	91,757,247	94,480,382
Restricted	846,788	182,936	398,651	504,021
Unrestricted	14,352,898	13,798,124	14,786,055	16,141,383
Total Governmental Activities Net Position	107,385,740	101,481,280	106,941,953	111,125,786
Business-Type Activities				
Net Investment in Capital Assets	57,662,291	60,080,929	61,076,057	61,105,670
Unrestricted	21,149,723	19,113,679	19,327,050	21,180,813
Total Business-Type Activities Net Position	78,812,014	79,194,608	80,403,107	82,286,483
Primary Government				
Net Investment in Capital Assets	149,848,345	147,581,149	152,833,304	155,586,052
Restricted	846,788	182,936	398,651	504,021
Unrestricted	35,502,621	32,911,803	34,113,105	37,322,196
Total Primary Government Net Position	186,197,754	180,675,888	187,345,060	193,412,269

Data Source: Audited Financial Statements

* Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

2013	2014	SY2014 (1)	2015	2016	2017
98,528,079	100,150,517	99,563,386	103,297,380	107,304,071	105,144,748
799,557	1,088,299	2,342,820	2,143,678	2,827,478	3,674,848
16,838,399	19,234,825	22,615,796	7,039,059	4,583,470	5,209,892
116,166,035	120,473,641	124,522,002	112,480,117	114,715,019	114,029,488
61,425,673	62,577,514	63,361,025	64,335,194	64,674,424	64,983,642
22,972,825	23,320,532	24,470,674	26,107,747	28,542,897	30,753,776
84,398,498	85,898,046	87,831,699	90,442,941	93,217,321	95,737,418
159,953,752	162,728,031	162,924,411	167,632,574	171,978,495	170,128,390
799,557	1,088,299	2,342,820	2,143,678	2,827,478	3,674,848
39,811,224	42,555,357	47,086,470	33,146,806	33,126,367	35,963,668
200,564,533	206,371,687	212,353,701	202,923,058	207,932,340	209,766,906

VILLAGE OF GLEN ELLYN, ILLINOIS

Changes in Net Position - Last Ten Fiscal Years*
December 31, 2017 (Unaudited)

	2009	2010	2011	2012	2013	2014	SY2014 (1)	2015	2016	2017
Expenses										
Governmental Activities										
General Government	\$ 5,007,183	3,996,802	3,815,885	4,266,271	3,848,458	4,240,107	2,801,132	4,473,218	5,720,983	6,554,541
Public Safety	7,068,647	7,770,565	8,252,635	8,625,583	8,761,457	8,909,579	6,589,105	11,822,395	11,197,328	12,702,111
Highways and Streets	8,139,522	6,014,641	6,473,930	4,713,816	5,227,189	6,025,177	4,694,466	6,310,002	6,012,520	6,702,681
Interest on Long-Term Debt	366,226	252,879	166,932	220,664	224,793	137,912	84,464	353,830	524,584	503,761
Total Governmental Activities Expenses	20,581,578	18,034,887	18,709,382	17,826,334	18,061,897	19,312,775	14,169,167	22,959,445	23,455,415	26,463,101
Business-Type Activities										
Water and Sanitary Sewer	8,148,105	8,503,696	9,705,140	9,823,009	10,787,468	11,592,909	8,033,121	12,362,899	12,303,656	12,208,311
Village Links/Reserve 22	3,573,221	3,333,982	3,104,312	3,077,013	3,199,253	4,468,389	3,392,044	5,006,668	5,093,625	5,466,491
Parking	335,624	569,440	332,029	343,338	440,557	360,273	289,123	307,393	365,252	292,011
Residential Solid Waste	1,212,076	1,701,084	1,296,766	1,479,430	1,612,634	1,489,754	1,148,679	1,517,148	1,500,067	1,627,641
Total Business-Type Activities Expenses	13,269,026	14,108,202	14,438,247	14,722,790	16,039,912	17,911,325	12,862,967	19,194,108	19,262,600	19,594,453
Total Primary Government Expenses	33,850,604	32,143,089	33,147,629	32,549,124	34,101,809	37,224,100	27,032,134	42,153,553	42,718,015	46,057,554
Program Revenues										
Governmental Activities										
Charges for Services										
General Government	1,875,377	1,881,746	2,069,161	1,357,313	1,491,799	1,612,855	1,603,002	2,196,239	2,123,243	2,266,591
Public Safety	745,383	1,037,105	1,447,633	1,259,846	1,443,898	1,589,949	996,136	1,609,516	1,662,224	2,324,231
Highways and Streets	-	-	-	-	-	-	-	111,035	27,993	38,628
Operating Grants/Contributions	707,549	697,466	1,473,530	981,299	958,161	1,045,248	15,650	9,597	15,953	31,707
Capital Grants/Contributions	31,739	465,500	1,398,554	272,905	652,943	z	11,250	33,750	929,768	279,500
Total Governmental Activities Program Revenues	3,360,048	4,081,817	6,388,878	3,871,363	4,546,801	4,312,948	2,626,038	3,960,137	4,759,181	4,940,672
Business-Type Activities										
Charges for Services										
Water and Sanitary Sewer	9,495,347	9,311,949	10,402,516	11,271,086	12,765,972	13,190,194	9,184,534	14,037,835	14,118,999	14,323,212
Village Links/Reserve 22	3,458,856	3,311,096	3,031,022	3,412,571	3,146,986	3,625,397	3,991,937	5,270,242	5,158,503	5,273,933
Parking	337,034	324,907	333,775	345,975	352,882	354,058	325,626	387,932	396,237	380,318
Residential Solid Waste	1,286,014	1,219,093	1,361,547	1,461,790	1,402,749	1,526,882	1,042,639	1,618,062	1,664,376	1,609,888
Operating and Capital Grants										
Water and Sanitary Sewer	74,000	693,000	378,000	-	-	-	-	-	-	-
Village Links/Reserve 22	-	-	-	-	-	-	-	-	184,400	-
Parking	-	-	-	-	4,114	436,369	-	-	-	-
Total Business-Type Activities Program Revenues	14,651,251	14,860,045	15,506,860	16,491,422	17,672,703	19,132,900	14,544,736	21,322,071	21,522,515	21,587,351
Total Primary Government Program Revenues	18,011,299	18,941,862	21,895,738	20,362,785	22,219,504	23,445,848	17,170,774	25,282,208	26,281,696	26,528,023

	2009	2010	2011	2012	2013	2014	SY2014 (1)	2015	2016	2017
Net (Expenses) Revenues										
Governmental Activities	\$ (17,221,530)	(13,953,070)	(12,320,504)	(13,954,971)	(13,515,096)	(14,999,827)	(11,543,129)	(18,999,308)	(18,696,234)	(21,522,43)
Business-Type Activities	1,382,225	751,843	1,068,613	1,768,632	1,632,791	1,221,575	1,681,769	2,127,963	2,259,915	1,992,89
Total Primary Government Net (Expenses) Revenues	(15,839,305)	(13,201,227)	(11,251,891)	(12,186,339)	(11,882,305)	(13,778,252)	(9,861,360)	(16,871,345)	(16,436,319)	(19,529,53)
General Revenues and Other Changes in Net Position										
Governmental Activities										
Taxes										
Property	6,135,403	6,372,373	6,705,638	6,845,728	6,979,347	7,303,893	7,524,720	7,475,297	7,730,512	7,880,72
Home Rule Sales	3,012,371	4,413,321	4,890,597	4,884,403	4,768,733	1,797,469	1,266,090	1,933,614	1,951,436	1,962,51
Utility	2,705,065	2,622,160	2,563,837	2,522,999	2,506,096	2,415,262	1,376,035	2,213,808	2,127,708	1,944,34
Real Estate Transfer Tax	363,228	375,097	432,843	367,029	628,774	656,703	502,070	734,072	855,345	771,47
Other	605,645	548,984	660,536	1,185,573	1,293,496	800,690	857,137	884,253	204,301	196,98
Shared Income Taxes	2,460,009	2,144,363	2,105,022	2,231,988	2,473,808	2,674,897	1,688,104	2,927,803	2,702,952	2,550,37
Shared Sales and Use Tax	-	-	-	-	-	3,624,085	2,544,974	3,943,889	4,214,022	4,129,46
Motor Fuel Tax	-	-	-	-	-	-	-	-	706,965	708,24
Investment Income	248,253	82,881	30,640	28,846	34,728	42,413	(401,905)	47,464	91,410	234,57
Miscellaneous	215,083	332,884	392,334	72,238	220,363	142,021	234,265	755,865	246,485	358,20
Transfers	63,116	-	-	-	(350,000)	(150,000)	-	-	100,000	100,00
Special Item	-	(1,800,000)	-	-	-	-	-	-	-	-
Total Governmental Activities	15,808,173	15,092,063	17,781,447	18,138,804	18,555,345	19,307,433	15,591,490	20,916,065	20,931,136	20,836,90
Business-Type Activities										
Investment Income	88,080	25,994	17,408	18,088	32,257	31,008	(225,965)	18,198	30,938	109,10
Income (Loss) from Joint Venture	(405,692)	(409,332)	-	-	-	-	-	-	-	-
Property taxes	96,969	96,929	96,784	96,656	96,967	96,966	96,864	96,901	96,961	96,86
Miscellaneous	6,251	-	25,694	-	-	-	380,985	387,287	486,566	421,238
Transfers	(63,116)	-	-	-	350,000	150,000	-	-	(100,000)	(100,000)
Total Business-Type Activities	(277,508)	(286,409)	139,886	114,744	479,224	277,974	251,884	502,386	514,465	527,203
Total Primary Government	15,530,665	14,805,654	17,921,333	18,253,548	19,034,569	19,585,407	15,843,374	21,418,451	21,445,601	21,364,104
Changes in Net Position										
Governmental Activities	(1,413,357)	1,138,993	5,460,943	4,183,833	5,040,249	4,307,606	4,048,361	1,916,757	2,234,902	(685,531)
Business-Type Activities	1,104,717	465,434	1,208,499	1,883,376	2,112,015	1,499,549	1,933,653	2,630,349	2,774,380	2,520,097
Total Primary Government	(308,640)	1,604,427	6,669,442	6,067,209	7,152,264	5,807,155	5,982,014	4,547,106	5,009,282	1,834,566

Data Source: Audited Financial Statements

* Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

VILLAGE OF GLEN ELLYN, ILLINOIS

Fund Balances of Governmental Funds - Last Ten Fiscal Years*
December 31, 2017 (Unaudited)

	2009	2010	2011	2012 (2)
General Fund				
Reserved	\$ 254,156	259,727	528,719	-
Unreserved	3,763,132	4,526,438	5,442,545	-
Nonspendable	-	-	-	20,925
Restricted	-	-	-	86,517
Unrestricted, Committed	-	-	-	98,959
Unrestricted, Unassigned	-	-	-	6,001,794
Total General Fund	4,017,288	4,786,165	5,971,264	6,208,195
All Other Governmental Funds				
Reserved	1,950,951	1,039,249	1,754,545	-
Unreserved, Reported in,				
Special Revenue Funds	977,814	1,260,501	923,599	-
Debt Service Funds	(17,617)	-	-	-
Capital Projects Funds	4,030,423	3,517,379	2,591,887	-
Nonspendable	-	-	-	254,534
Restricted	-	-	-	417,504
Unrestricted, Committed	-	-	-	1,642,624
Unrestricted, Assigned	-	-	-	3,417,951
Unrestricted, Unassigned (Deficit)	-	-	-	(58,782)
Total All Other Governmental Funds	6,941,571	5,817,129	5,270,031	5,673,831
Total Fund Balances	10,958,859	10,603,294	11,241,295	11,882,026

Data Source: Audited Financial Statements

* Modified Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

(2) The Village implemented GASB Statement No. 54 for the fiscal year ended April 30, 2012.

2013	2014	SY2014 (1)	2015	2016	2017
-	-	-	-	-	-
-	-	-	-	-	-
29,266	67,280	122,133	127,209	143,935	149,003
189,978	369,073	463,523	686,521	926,277	657,989
114,324	186,687	269,361	325,970	300,708	172,207
6,940,633	7,547,127	8,412,294	9,360,580	9,077,691	9,205,061
7,274,201	8,170,167	9,267,311	10,500,280	10,448,611	10,184,260
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
150,316	44,188	-	-	-	-
609,579	719,226	1,879,297	1,499,199	1,901,201	3,035,677
1,184,135	2,529,175	1,590,580	2,047,184	11,603,102	3,887,924
3,835,597	3,670,482	4,751,296	16,814,877	4,647,514	5,645,417
(59,761)	(49,686)	(48,243)	(41,678)	(18,528)	-
5,719,866	6,913,385	8,172,930	20,319,582	18,133,289	12,569,018
12,994,067	15,083,552	17,440,241	30,819,862	28,581,900	22,753,278

VILLAGE OF GLEN ELLYN, ILLINOIS

Changes in Fund Balances of Governmental Funds - Last Ten Fiscal Years*
December 31, 2017 (Unaudited)

	2009	2010	2011
Revenues			
Taxes	\$ 9,403,182	9,577,878	9,952,666
Licenses and Permits	950,697	988,187	1,047,166
Intergovernmental	6,902,344	7,997,607	8,923,332
Charges for Services	1,319,760	1,595,565	2,135,902
Fines and Forfeitures	509,154	453,729	456,664
Investment Income	248,253	82,884	30,640
Miscellaneous	21,715	190,530	275,546
Total Revenues	19,355,105	20,886,380	22,821,916
Expenditures			
General Government	3,829,033	3,372,190	3,774,187
Public Safety	6,993,522	7,689,048	8,443,624
Highways and Streets	2,712,321	2,292,434	2,560,370
Capital Outlay	6,161,401	5,386,123	5,260,516
Debt Service			
Principal Retirement	3,420,000	2,185,000	1,965,000
Interest	404,939	278,824	204,449
Total Expenditures	23,521,216	21,203,619	22,208,146
Excess (Deficiency) of Revenues Over (Under) Expenditures	(4,166,111)	(317,239)	613,770
Other Financing Sources (Uses)			
Transfer In	3,170,023	977,694	1,392,160
Transfer Out	(3,374,346)	(977,694)	(1,392,160)
Disposal of Capital Assets	-	-	-
Premium on Issuance of Bonds	-	-	29,231
Debt Issuance	-	-	-
Proceeds of Refunding Bonds	-	-	2,065,000
Payment to Refunded Bond Escrow Agent	-	-	(2,070,000)
	(204,323)	-	24,231
Net Change in Fund Balances	(4,370,434)	(317,239)	638,001
Debt Service as a Percentage of Noncapital Expenditures	19.26%	14.21%	11.56%

Data Source: Audited Financial Statements

* Modified Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

2012	2013	2014	SY2014 (1)	2015	2016	2017
9,994,989	10,405,986	12,480,118	10,821,731	12,567,274	12,869,302	12,756,042
1,075,242	1,673,651	1,633,434	710,592	1,146,161	1,091,411	1,155,951
9,106,192	9,634,059	7,731,002	5,558,943	8,241,205	8,675,250	8,341,183
1,591,996	1,451,678	1,583,567	1,464,620	2,130,051	2,085,100	2,510,302
527,812	506,812	616,560	423,926	640,578	636,949	963,212
28,846	34,728	42,413	(298,303)	28,422	86,078	187,498
5,090	74,822	62,037	71,362	503,469	22,627	141,308
22,330,167	23,781,736	24,149,131	18,752,871	25,257,160	25,466,717	26,055,496
3,839,263	3,624,644	3,962,435	2,613,233	3,834,879	4,157,711	4,295,344
8,818,929	8,941,317	9,184,606	6,470,792	9,033,209	9,891,447	9,900,429
2,511,215	2,373,522	3,018,283	1,804,444	2,852,220	2,898,637	2,604,950
4,372,247	5,222,106	4,637,096	5,530,736	9,146,277	9,389,574	14,303,223
1,895,000	1,955,000	950,000	390,000	400,000	755,000	950,000
252,782	203,106	157,226	128,978	183,774	712,310	512,602
21,689,436	22,319,695	21,909,646	16,938,183	25,450,359	27,804,679	32,566,548
640,731	1,462,041	2,239,485	1,814,688	(193,199)	(2,337,962)	(6,511,052)
1,604,939	1,691,041	2,895,326	4,927,949	3,666,705	5,024,204	5,793,842
(1,604,939)	(2,041,041)	(3,045,326)	(4,385,949)	(3,666,705)	(4,924,204)	(5,693,842)
-	-	-	-	-	-	582,430
-	-	-	-	137,621	-	-
-	-	-	-	13,435,000	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	(350,000)	(150,000)	542,000	13,572,621	100,000	682,430
640,731	1,112,041	2,089,485	2,356,688	13,379,422	(2,237,962)	(5,828,622)
12.21%	12.18%	6.09%	3.91%	3.29%	7.46%	6.32%

VILLAGE OF GLEN ELLYN, ILLINOIS**Assessed Value and Actual Value of Taxable Property - Last Ten Tax Levy Years
December 31, 2017 (Unaudited)**

Tax Levy Year	Residential Property	Commercial Property	Industrial Property	Other Property
2007	\$ 1,243,134,514	\$ 145,532,086	\$ -	\$ 237,714
2008	1,316,598,119	163,013,700	-	259,134
2009	1,317,361,423	168,775,672	-	310,380
2010	1,270,595,206	161,955,828	-	385,929
2011	1,172,800,618	150,994,879	-	409,610
2012	1,093,650,271	148,550,855	-	461,345
2013	1,048,805,775	142,281,675	-	568,014
2014	1,046,817,824	134,592,061	-	620,773
2015	1,134,982,455	138,345,103	-	737,352
2016	1,209,775,945	144,349,343	-	749,016

Data Source: Office of the County Clerk

Note: Property in the Village is reassessed each year. Property is assessed at 33% of actual value.

Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Ratio of Total Assessed Value to Total Estimated Actual Value
\$ 1,388,904,314	0.4041	\$ 4,166,712,942	33.33%
1,479,870,953	0.3918	4,439,612,859	33.33%
1,486,447,475	0.3987	4,459,342,425	33.33%
1,432,936,963	0.4253	4,298,810,889	33.33%
1,324,205,107	0.4724	3,972,615,321	33.33%
1,242,662,471	0.5213	3,727,987,413	33.33%
1,191,655,464	0.5635	3,574,966,392	33.33%
1,182,030,658	0.5681	3,546,091,974	33.33%
1,274,064,910	0.5451	3,822,194,730	33.33%
1,354,874,304	0.5184	4,064,622,912	33.33%

VILLAGE OF GLEN ELLYN, ILLINOIS

Direct and Overlapping Property Tax Rates - Last Ten Tax Levy Years
December 31, 2017 (Unaudited)

	2007	2008	2009	2010
Village Direct Rates				
General	0.1775	0.2423	0.2513	0.3090
Debt Service	0.2266	0.1495	0.1474	0.1163
Total Village Direct Rates	0.4041	0.3918	0.3987	0.4253
Overlapping Rates				
Butterfield Park District	0.2781	0.2789	0.2807	0.3038
College of DuPage	0.1888	0.1858	0.2127	0.2349
DuPage Airport Authority	0.0170	0.0160	0.0148	0.0158
DuPage County	0.1651	0.1557	0.1554	0.1659
DuPage County SSA #10	0.4670	-	-	-
DuPage Forest Preserve District	0.1187	0.1206	0.1217	0.1321
Glen Ellyn Mosquito	0.0078	0.0077	0.0078	0.0084
Glen Ellyn Park District	0.3161	0.3122	0.3182	0.3382
Glen Ellyn Public Library	0.2073	0.2081	0.2484	0.2674
Glen Ellyn SSA #6	0.1214	0.1250	-	-
Glen Ellyn SSA #7	0.1165	0.1250	-	-
Glen Ellyn SSA #8	0.1229	0.1250	-	-
Glen Ellyn SSA #9	0.0500	3.0500	-	-
Glen Ellyn SSA #10	0.1250	0.1250	-	-
Glen Ellyn SSA #11	0.1250	0.1250	-	-
Glen Ellyn SSA #12	1.1729	1.1268	1.1242	1.1206
Glen Ellyn SSA #13	-	-	0.1250	0.1250
Glen Ellyn SSA #14	-	-	0.1250	0.1250
Glen Ellyn SSA #15	-	-	0.1250	0.1250
Glen Ellyn SSA #16	-	-	0.1203	0.1250
Glen Ellyn SSA #17	-	-	0.1250	0.1250
Glen Ellyn SSA #18	-	-	0.0892	0.0940
Glen Ellyn SSA #19	-	-	0.0858	0.0939
Glenbard Fire District	0.1776	0.1752	0.1773	0.1969
Grade School District #41	2.6994	2.7026	2.7176	2.9086
Grade School District #44	2.8581	2.7445	2.8490	3.1767
Grade School District #89	2.4271	2.4132	2.4238	2.6035
High School District #87	1.6612	1.6507	1.6749	1.8378
Lombard Park District	0.3088	0.2995	0.3165	0.3462
Milton Township	0.0899	0.0902	0.0907	0.0972
Wheaton Mosquito	0.1540	0.0153	0.0155	0.0166
Wheaton Park District	0.5660	0.5644	0.5749	0.6195

Data Source: Office of the County Clerk

Note: Property tax rates are per \$100 of assessed valuation.

2011	2012	2013	2014	2015	2016
0.3462	0.4729	0.5635	0.5681	0.5451	0.5184
0.1262	0.0484	-	-	-	-
0.4724	0.5213	0.5635	0.5681	0.5451	0.5184
0.3261	0.3544	0.3772	0.4731	0.4577	0.4407
0.2495	0.2681	0.2956	0.2975	0.2786	0.2626
0.0169	0.0168	0.0178	0.0196	0.0188	0.0176
0.1773	0.1929	0.2040	0.2057	0.1971	0.1848
-	-	-	-	-	-
0.1414	0.1542	0.1657	0.1691	0.1622	0.1514
0.0093	0.0103	0.0111	0.0115	0.0111	0.0107
0.3711	0.4114	0.4377	0.4534	0.4435	0.3981
0.2962	0.3276	0.3547	0.3634	0.3492	0.3371
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
1.1893	1.2628	1.2850	1.2928	1.2901	1.2249
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.0918	0.1013	0.0961	0.1107	0.0854	0.1333
0.0932	0.1003	0.0981	0.1105	0.1165	0.1104
0.2191	0.2441	0.2605	0.2672	0.2716	0.2596
2.9994	3.5720	3.8034	3.9236	3.7579	3.6171
3.5118	3.9416	4.2995	4.4326	4.3039	4.1201
2.8555	3.1426	3.3612	3.5149	3.5010	3.3789
2.0199	2.2868	2.4877	2.5824	2.5173	2.4030
0.3760	0.4195	0.4543	0.4664	0.4546	0.4374
0.1086	0.1159	0.1235	0.1277	0.0475	0.0475
0.0178	0.0190	0.0194	0.0188	0.0156	0.0136
0.6787	0.7542	0.8104	0.8442	0.8275	0.7892

VILLAGE OF GLEN ELLYN, ILLINOIS

Principal Property Tax Payers - Current Fiscal Year and Nine Fiscal Years Ago
December 31, 2017 (Unaudited)

Taxpayer	2017			2008		
	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Market Plaza 450 LLC	\$ 9,728,040	1	0.72%	\$ 9,013,670	1	0.65%
Arbors of Glen Ellyn	7,515,300	2	0.55%			
Baker Hill Station LLC	6,833,880	3	0.50%			
DuPage Medical Group	5,600,030	4	0.41%			
Brookdale Living Community	5,474,330	5	0.40%	5,701,970	4	0.41%
Nicor Gas	3,772,260	6	0.28%			
Madison Corp Group Eilers	3,289,830	7	0.24%	4,085,650	9	0.29%
Healthtrack Sports & Wellness	3,051,810	8	0.23%			
Central DuPage Health (Cadence)	3,003,760	9	0.22%	4,663,730	8	0.34%
T J Adam Co.	3,000,000	10	0.22%			
Scott Rezloff & Assoc				7,759,170	2	0.56%
Bassman FBT LLC				5,876,766	3	0.42%
Staehlin Enterprises				5,580,770	5	0.40%
Iron Gate Apartments				5,458,020	6	0.39%
Berkshire Property Adv				5,036,900	7	0.36%
Chicago Title Land Trust				3,900,220	10	0.28%
Totals	<u>51,269,240</u>		<u>3.78%</u>	<u>57,076,866</u>		<u>4.11%</u>

Data Source: Office of the County Clerk

Note: Every effort has been made to seek out and report the largest taxpayers. However, many of the taxpayers own multiple parcels, and it is possible that some parcels and their valuations have been overlooked.

VILLAGE OF GLEN ELLYN, ILLINOIS

Property Tax Levies and Collections - Last Ten Tax Levy Years
December 31, 2017 (Unaudited)

Tax Levy Year	Fiscal Year Levy Collected	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy	
			Amount	Percentage of Levy
2007	2008	\$ 5,612,562	\$ 5,590,933	99.61%
2008	2009	5,798,134	5,789,009	99.84%
2009	2010	5,926,466	5,919,662	99.89%
2010	2011	6,094,281	6,056,209	99.38%
2011	2012	6,255,545	6,216,194	99.37%
2012	2013	6,477,999	6,453,662	99.62%
2013	2014	6,714,979	6,681,262	99.50%
2014	2015	6,812,010	6,693,808	98.26%
2015	2016	6,944,928	6,931,628	99.81%
2016	2017	7,023,668	6,990,443	99.53%
2017*	2018	7,105,783	-	0.00%

Data Source: Village Records/DuPage County Clerk

Note: Property in the Village is reassessed each year. Property is assessed at 33% of actual value.

* The 2017 levy is not collected until the 2018 fiscal year; therefore, no collection data is available at time of report.

VILLAGE OF GLEN ELLYN, ILLINOIS

Ratios of Outstanding Debt by Type - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

Fiscal Year	Governmental Activities		Business-Type Activities		Total Primary Government	Percentage of Assessed Valuation (1)	Per Capita (2)				
	General Obligation Bonds	General Obligation Bonds	IEPA Loans								
2009	\$	7,875,000	\$	3,540,000	\$	1,268,491	\$	12,683,491	0.91%	\$	467.30
2010		5,690,000		3,350,000		1,191,782		10,231,782	0.69%		375.67
2011		3,720,000		3,175,000		1,113,143		8,008,143	0.54%		291.74
2012 (3)		5,905,000		2,940,000		1,032,526		9,877,526	0.69%		357.26
2013		3,950,000		7,695,000		949,880		12,594,880	0.95%		455.51
2014		3,013,689		7,343,775		865,156		11,222,620	0.90%		404.26
SY2014 (4)		2,622,168		6,870,331		821,998		10,314,497	0.83%		371.55
2015		15,785,954		6,385,165		734,056		22,905,175	1.92%		824.91
2016		15,022,119		5,889,999		643,903		21,556,021	1.82%		764.37
2017		14,063,284		5,374,833		551,481		19,989,598	1.57%		712.84

Data Source: Audited Financial Statements

Note: Details of the Village's outstanding debt can be found in notes to financial statements.

(1) See the Schedule of Assessed Value and Actual Value of Taxable Property for property value data.

(2) See the Schedule of Demographic and Economic Statistics for population data.

(3) Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

(4) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

VILLAGE OF GLEN ELLYN, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

Fiscal Year	Governmental Activities General Obligation Bonds	Business-Type Activities General Obligation Bonds	Less: Amounts Available in Debt Service Fund	Total	Percentage of Total Taxable Assessed Value of Property (1)	Per Capita (2)
2009	\$ 7,875,000	\$ 3,540,000	\$ (17,617)	\$ 11,432,617	0.82%	\$ 421.21
2010	5,690,000	3,350,000	2,496	9,037,504	0.61%	331.82
2011	3,720,000	3,175,000	22,901	6,872,099	0.46%	250.35
2012 (3)	5,905,000	2,940,000	30,107	8,814,893	0.62%	318.83
2013	3,950,000	7,695,000	38,278	11,606,722	0.88%	419.77
2014	3,013,689	7,343,775	42,346	10,315,118	0.83%	371.57
SY2014 (4)	2,622,168	6,870,331	42,012	9,450,487	0.76%	340.42
2015	15,785,954	6,385,165	42,042	22,129,077	1.86%	796.96
2016	15,022,119	5,889,999	41,646	20,870,472	1.77%	740.06
2017	14,063,284	5,374,833	41,353	19,396,764	1.52%	691.70

Data Source: Audited Financial Statements

Note: Details of the Village's outstanding debt can be found in notes to financial statements.

(1) See the Schedule of Assessed Value and Actual Value of Taxable Property for property value data.

(2) See the Schedule of Demographic and Economic Statistics for population data.

(3) Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

(4) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

VILLAGE OF GLEN ELLYN, ILLINOIS

Schedule of Direct and Overlapping Governmental Activities Debt
December 31, 2017 (Unaudited)

Governmental Unit	Gross Debt ¹	Percentage of Debt Applicable to the Village of Glen Ellyn ²	Village of Glen Ellyn Share of Debt
Village of Glen Ellyn ³	\$ 14,063,284	100.00%	\$ 14,063,284
Overlapping Debt			
Grade School District #41	33,260,000	75.48%	25,104,648
Grade School District #44	12,229,399	2.43%	297,174
Grade School District #89	15,460,000	42.62%	6,589,052
High School District #87	67,650,000	23.87%	16,148,055
Community College District #502	229,775,000	3.64%	8,363,810
Glen Ellyn Park District	3,030,000	81.30%	2,463,390
Butterfield Park District	4,465,000	5.67%	253,166
Lombard Park District	14,865,459	19.47%	2,894,305
Wheaton Park District	21,439,483	0.72%	154,364
DuPage County	221,573,337	3.51%	7,777,224
DuPage Forest Preserve	126,911,386	3.51%	4,454,590
Total Overlapping Debt	750,659,064		74,499,778
Total Direct and Overlapping Debt	764,722,348		88,563,062

Data Source: Village Survey and DuPage County Clerk

1. Most recently available.
2. Determined by ratio of assessed valuation of property subject to taxation in the Village of Glen Ellyn to valuation of property subject to taxation in overlapping unit.
3. Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

VILLAGE OF GLEN ELLYN, ILLINOIS**Schedule of Legal Debt Margin
December 31, 2017 (Unaudited)**

The Village is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois constitution governs computation of legal debt margin.

The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by some home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts.

To date the General Assembly has set no limits for home rule municipalities.

VILLAGE OF GLEN ELLYN, ILLINOIS

Demographic and Economic Statistics - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

Fiscal Year	(1) Population	(1) Personal Income	(1) Per Capita Personal Income	(2) Unemployment Rate
2009	27,142	\$ 1,295,894,790	\$ 47,745	5.20%
2010	27,236	1,327,074,100	48,725	7.60%
2011	27,450	1,336,513,050	48,689	6.60%
2012	27,648	1,364,788,224	49,363	7.10%
2013	27,650	1,381,753,450	49,973	6.50%
2014	27,761	1,404,428,990	50,590	6.20%
SY2014(3)	27,761	1,434,660,719	51,679	5.10%
2015	27,767	1,457,378,762	52,486	4.60%
2016	28,201	1,482,357,364	52,564	4.47%
2017	28,042	1,567,800,178	55,909	3.73%

Data Sources:

(1) U.S. Census Bureau

(2) Illinois Bureau of Employment Security

(3) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

VILLAGE OF GLEN ELLYN, ILLINOIS

Principal Employers - Current Fiscal Year and Nine Fiscal Years Ago
December 31, 2017 (Unaudited)

Employer	2017 (1) (3)			2008 (2)		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
College of DuPage	3,636	1	13.0%	2,534	1	9.3%
School District 87	878	2	3.1%	906	2	3.3%
Glen Ellyn Park District	624	3	2.2%			
Grade School District 44	523	4	1.9%			
DuPage Medical Group	430	5	1.5%			
School District 41	419	6	1.5%	450	3	1.7%
Village of Glen Ellyn	347	7	1.2%	160	8	0.6%
School District 89	302	8	1.1%	280	6	1.0%
Nicor	200	9	0.7%			
B.R.Ryall YMCA	170	10	0.6%			
Glen Ellyn Clinic				414	4	1.5%
M&R Printing				300	5	1.1%
Northern Illinois Gas				164	7	0.6%
Infrasource				125	9	0.5%
Dominicks				104	10	0.4%
	<u>7,529</u>		<u>26.8%</u>	<u>5,437</u>		<u>20.0%</u>

Data Source:

(1) Village Survey

(2) FY2008 Comprehensive Annual Financial Report

(3) 2015 survey used, current values were unavailable

VILLAGE OF GLEN ELLYN, ILLINOIS

Full-Time and Part-Time Employees by Function/Program - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

	2009	2010	2011
General Government			
Administration			
Board and Clerk's Office	0.50	0.50	-
Village Manager's Office	8.00	7.00	7.10
Law	-	-	-
Facilities Maintenance	7.50	6.00	5.60
Information Technology	-	-	-
Senior Services	0.60	0.60	0.60
Communications	0.50	0.75	0.75
	17.10	14.85	14.05
Finance			
Operations	5.65	4.60	4.60
Cashier's Office	5.00	5.60	5.60
	10.65	10.20	10.20
Planning and Development			
Building and Zoning	9.00	7.75	6.50
Planning	3.50	4.50	4.50
	12.50	12.25	11.00
Public Safety			
Police			
Officers	43.00	43.00	43.00
Community Service Officers	4.10	3.60	3.60
Civilians	9.25	9.25	9.25
Fire/EMS	-	-	-
	56.35	55.85	55.85
Public Works			
Administration/Engineering	7.50	6.50	6.50
Equipment Services	3.50	3.40	3.40
	21.90	19.90	19.90
	32.90	29.80	29.80
Recreation			
Administration	1.00	1.00	1.00
Golf	3.00	3.00	3.00
Food Service	1.00	1.00	1.00
Grounds	4.00	4.00	3.00
Seasonal	45.00	45.00	35.00
	54.00	54.00	43.00
Totals	183.50	176.95	163.90

Data Source: Village Budgets

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

(2) In fiscal year 2017, the seasonal staff was allocated to golf, food service, and grounds.

2012	2013	2014	SY2014(1)	2015	2016	2017
-	-	-	-	-	-	-
7.00	7.50	7.50	7.30	5.75	6.15	6.40
-	-	-	-	1.25	1.25	1.25
5.00	5.00	5.00	5.00	4.15	4.15	5.33
-	-	1.00	1.00	2.20	2.10	2.10
0.60	0.60	0.60	0.60	0.60	0.60	0.60
-	-	-	-	-	-	-
12.60	13.10	14.10	13.90	13.95	14.25	15.68
4.60	4.60	3.60	3.60	4.05	4.05	4.05
5.60	5.60	5.60	5.60	5.60	5.60	5.60
10.20	10.20	9.20	9.20	9.65	9.65	9.65
8.00	8.75	8.75	8.95	8.25	8.25	9.25
3.00	3.00	3.00	3.00	3.70	3.70	3.70
11.00	11.75	11.75	11.95	11.95	11.95	12.95
43.00	43.00	40.00	40.00	40.00	40.00	40.00
3.20	3.20	3.20	2.70	2.90	2.90	2.90
9.25	9.25	9.25	8.85	9.95	9.95	9.95
-	-	-	-	1.00	1.00	1.00
55.45	55.45	52.45	51.55	53.85	53.85	53.85
6.50	6.50	6.50	6.50	7.71	7.71	8.17
3.40	3.40	3.40	3.40	3.40	3.40	3.40
19.90	19.90	20.40	17.66	24.16	23.97	23.97
29.80	29.80	30.30	27.56	35.27	35.08	35.54
1.00	1.00	1.00	1.00	1.00	1.00	1.00
3.00	3.00	3.00	5.00	2.00	2.00	12.90
1.00	1.00	2.00	2.00	5.00	6.00	36.80
3.00	2.00	2.00	3.00	5.00	5.00	14.20
32.00	32.00	32.00	38.50	36.50	36.50	(2)
40.00	39.00	40.00	49.50	49.50	50.50	64.90
159.05	159.30	157.80	163.76	174.17	175.28	192.57

VILLAGE OF GLEN ELLYN, ILLINOIS

Operating Indicators by Function/Program - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

	2009	2010	2011
Public Safety			
Police (1)			
General Police Activities	16,312	16,344	15,295
Traffic Enforcement	13,086	11,667	13,311
Traffic Services/Accidents	2,509	3,556	2,027
Quasi/Non-Criminal Services	3,296	2,846	2,802
Burglary	1,040	1,114	1,051
Property Crimes	1,040	1,036	1,049
Suspicious Persons	980	967	893
Suspicious Autos	1,078	838	896
Domestic Disturbance	465	371	383
Animal Calls	612	735	482
Crimes Against Persons	177	156	140
Building			
Permits Issued	888	944	1,366
Authorized Construction (\$)	48,934,939	20,937,174	92,203,687
Public Works			
Street Resurfacing (Miles)	1.3	1.0	0.5
Street Reconstruction (Miles)	1.5	2.0	0.7
Water (1)			
Average Daily Consumption (Gallons)	2,595,000	2,506,273	2,035,589
Peak Daily Consumption (Gallons)	4,318,989	3,917,969	4,634,868

Data Source: Village Records

(1) Calendar Year

(2) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

2012	2013	2014	SY2014 (2)	2015	2016	2017
15,930	15,221	14,474	14,474	15,045	15,119	16,830
13,149	13,328	16,043	16,043	14,948	14,843	15,176
1,632	1,564	1,570	1,570	1,757	1,634	1,359
2,405	2,426	3,247	3,247	2,356	2,344	1,963
994	917	930	930	967	803	803
930	813	903	903	892	681	776
929	845	854	854	1,005	777	723
939	907	889	889	907	727	745
321	363	269	269	245	229	396
502	451	433	433	419	361	417
148	125	87	87	99	86	119
1,397	1,491	1,516	1,086	1,412	1,437	1,553
33,593,811	35,589,000	45,037,344	39,523,046	49,428,454	73,884,864	41,899,429
-	-	0.6	2.2	3.1	0.3	3.9
1.2	1.1	1.4	1.0	1.3	0.3	0.7
2,486,327	2,978,305	2,493,244	2,451,597	2,364,759	2,293,786	2,315,123
4,634,868	5,133,794	4,129,666	3,229,681	3,840,585	3,677,000	4,411,000

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Asset Statistics by Function/Program - Last Ten Fiscal Years
December 31, 2017 (Unaudited)

	2009	2010	2011
Public Safety			
Police			
Stations	1	1	1
Fire			
Fire Stations	2	2	2
Public Works			
Roadways (Miles)	83	83	83
Streetlights	713	727	727
Parkway Trees	15,440	14,803	14,864
Water			
Water Mains (Miles)	145	110	110
Fire Hydrants	1,265	1,283	1,286
Storage Capacity (Gallons)	3,250,000	3,250,000	3,250,000
Wastewater			
Sanitary Sewer (Miles)	85	96	96
Storm Sewers (Miles)	70	110	111

Data Source: Village Records

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

2012	2013	2014	SY2014 (1)	2015	2016	2017
1	1	1	1	1	1	1
2	2	2	2	2	2	2
87	87	87	87	89	89	89
826	826	850	850	850	947	947
13,895	13,929	13,948	14,139	13,977	13,977	14,133
111	111	111	111	111	111	111
1,315	1,222	1,327	1,330	1,386	1,386	1,386
3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000
94	94	85	85	85	85	85
112	112	70	70	70	70	70



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Planning & Development
Department Head: Angela Andrianopoulos
Category: Ordinance
Prepared By: Steve Witt

SCHEDULED

ORDINANCE 6603

DOC ID: 3348

Ordinance No. 6603 - VC, An Ordinance Amending Sections of the Village Code of the Village of Glen Ellyn, Illinois to Change Various Permit and Other Fees and Deposits Related to Services Provided by the Planning and Development Department and the Public Works Department.

Background:

The Permit Fee and Deposit Schedule is periodically updated; however, the last comprehensive review of the schedule was performed in May, 2009. Prior to that, the schedule was revised in 2003. A review of the schedule was deemed necessary in order to,

- Meet budget goals by ensuring that permit fees are reflective of the cost of providing services to our customers.
- Improve efficiencies in administering the schedule by simplifying or eliminating tedious and time-consuming calculations.
- Provide equity in fees for projects of similar size and nature.
- Simplify the schedule for both staff and customer use by making the schedule easier to read and navigate.
- Establish a sustainable and fair fee structure that can be easily updated on a periodic basis.

Issues:

The Permit Fee and Deposit schedule is difficult at times for customers to navigate. The schedule often requires staff to make judgment calls as to what the appropriate fee is for a given project. Additionally, it requires staff to regularly perform tedious calculations of building areas and select multiple fees for various services in order to determine the appropriate total fee.

Building permit fees are currently established in one of several ways. First, for all projects other than over-the-counter permits, or new or reconfigured structures, the permit fee is calculated using a base fee plus a multiplier times every \$1,000 in hard cost above a threshold of \$15,000. This method does not provide equity among similar projects such as kitchen or bathroom renovations. Generally, regardless of the size of a kitchen and bathroom renovation project, the required number and type of building, mechanical, electrical and plumbing inspections is the same. Projects with higher hard costs, perhaps due to using higher end plumbing or electrical fixtures; however, would pay higher permit fees while projects with fixtures of a lesser cost would pay a lower fee, each for the same level of service.

Additionally, this method is heavily reliant on the applicant providing accurate information regarding the hard cost of the work. Many repeat customers understand the \$15,000 threshold for hard cost they list on the permit application directly relates to the cost of their permit, so the value of the project is often understated to avoid paying higher permit fees.

Second, for new or reconfigured structures, a different square foot multiplier is used for each building level. This requires staff to calculate the square footage of each floor level and then perform fee calculations for each building level for each project.

Third, over-the-counter and simple permits are generally charged as flat fees. Since the last time the permit fees were reviewed, the Cost of Living Index has risen approximately 34 percent; however, the flat fees, and the fees determined by use of a multiplier, have not increased to reflect the increased cost of providing services to our customers since 2009.

Recommendations:**Building and Plan Review Fees and Deposits:**

Staff is proposing to add, adjust or eliminate several fees in order to achieve the goals as stated herein above. This will reduce staff time spent on tedious calculations, make the fee schedule easier to understand and provide equitable fees for similar project types.

In order to simplify the fee schedule, staff proposes the following:

1. Combine fees for new or reconfigured structures into two flat fees, one for building permit and the other for plan review, each based on the total square footage of the project. Currently, there are multiple fees that must be calculated on a case-by-case basis. Permit fees may include building, plumbing, water and sanitary service connection, water meter, stormwater connection, and inspections of work in the public right-of-way or irrigation systems. Plan review fees include in-house or consultant reviews of buildings or structures, site development and tree preservation.
2. Combine the multiple refundable deposits for restoration and site grading into one deposit amount based on project type.
3. Fees for larger commercial projects will be established as a percentage of the construction cost as determined by published square foot construction costs for given building construction type and use.
4. Reconfigure the fee and deposit schedule to group fees by project type, i.e. new construction versus additions or alterations, and mechanical, electrical and plumbing, etc.

The use of flat fees will achieve several goals by ensuring equity for projects of similar size and nature, improving efficiencies in administering the schedule by simplifying or eliminating tedious and time-consuming calculations, and simplify the schedule for both staff and customer use by making the schedule easier to read and navigate.

Fees associated with new or reconfigured structures have been reviewed to ensure they reflect the cost of providing plan review, permitting and inspection services. Minimum fees and simple permit fees have been adjusted to account for the increase in the Cost of Living Index since 2009.

Planning Fees:

Several of the Planning Fees are proposed to be adjusted to reflect staff cost for processing applications and to be more in line with other local communities.

Business Registration and Fire-Safety Inspection Fees:

A detailed analysis of the Village's costs to perform the Business Registration and Fire-Safety Inspection programs was performed. The cost for both programs is lumped together in the Village Code. Staff recommends increasing some the fees for business registrations and fire-safety inspections as the current fees do not cover the cost of performing the required inspections. The current fee schedule does not reflect the greater time involvement to inspect businesses with higher risk to life-safety, such as assembly, educational, factory, large mercantile and multiple dwelling unit residential (such as hotel or retirement home) occupancies. Fees are proposed to be increased depending on the use of the building and complexity of the review.

Right-of-way Obstructions:

In order to help manage contractor requests for placing obstructions in the public right-of-way, particularly construction cranes, covered walkways and dumpsters, staff recommends implementing new fees for obstruction of public sidewalks, parking stalls and street. There is quite a bit of coordination work that occurs between the Planning & Development Department, Public Works and Police Departments for each obstruction case, to ensure that parking stalls are reserved at night, the work area is protected from traffic conditions, and that life-safety and accessibility provisions for the general public are provided for. Staff is proposing new fees to cover the Village's costs. These fees should provide incentive to contractors to minimize the length of time that obstructions are placed within the public right-of-way.

Summary:

The proposed fees indicated in Exhibit A have been determined to be reflective of the cost of providing plan review, permitting and inspection services to our customers. By restructuring the fee and deposit schedule, and converting most of the fee structure to flat fees, the schedule has been made easier to navigate, will reduce staff time for processing permits, and can be easily updated to reflect a change in staffing costs and the general cost of living by multiplying individual line items by a determined factor. Staff recommends increasing the fees biennially by a factor based on the U. S. Department of Labor Cost of Living Index as set by DuPage County, to the nearest round number, rather than reevaluating the entire fee and deposit structure every few years.

Action Requested:

The Village Board is requested to consider the attached ordinance to adjust the proposed fees and deposits.

List of Attachments:

None

Ordinance No. 6603 -VC

**An Ordinance Amending Sections of the Village Code
Of the Village of Glen Ellyn, Illinois
To Change Various Permit and Other Fees and Deposits
Related to Services Provided by the
Planning and Development Department and the
Public Works Department**

Whereas, the Village of Glen Ellyn provides numerous services to petitioners and property owners for the encouragement and regulation of land and infrastructure development; and

Whereas, the Village President and Board of Trustees deem it to be in the best interest of the Village and in furtherance of its legitimate governmental objectives, including its revenue policies and funding goals, to review periodically the Schedule of Fees and Deposits; and

Whereas, the Village President and Board of Trustees have examined and considered the aforementioned proposed new and revised Schedule of Fees and Deposits and deem its approval to be in the best interest of the Village of Glen Ellyn; and

Whereas, the Village President and Board of Trustees hereby direct that all appropriate sections of the Village Code of the Village of Glen Ellyn be amended to reflect the aforementioned new and revised Schedule of Fees and Deposits, to become effective July 1, 2018;

Now, Therefore, Be it Ordained by the Village President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: Within Section 4-1-3 of the Glen Ellyn Village Code, the definition of “hard cost” shall be deleted in its entirety and replaced with the following:

“HARD COST: The cost of all labor, materials, overhead and profit to complete remodeling of an existing building. Remodeling work includes, but is not limited to, improvements and alterations to foundations, walls, roofs, floors, ceilings, stairs, doors, windows, and electrical, mechanical, plumbing systems, and fixtures and equipment.

For purpose of determining hard cost, remodeling work does not include the following:

1. Interior or exterior non-structural demolition work or removal of existing improvements, fixtures or equipment.
2. Work to install a fire sprinkler system or increase the size of the water service to a building as required to serve a fire sprinkler system.

3. Work to install a fire alarm and detection system.
4. Installation of interior floor, wall and ceiling finishes such as paint, wallcoverings, paneling or tile over wallboard, or carpet, wood or tile flooring over a subfloor.
5. Cabinets and casework, countertops, shelving units, or door, window, base and ceiling trim.
6. Furniture, appliances, decorative fixtures, window treatments or business sales, display or service fixtures and equipment.”

Section Two: Revise Section 4-1-4 of the Glen Ellyn Village Code to read as follows:

“4-1-4: Fee and Deposit Schedule.

- (A) The Schedule of Fees and Deposits applies to all new or reconstructed buildings and structures, new additions, alterations or remodeling to existing buildings, structures or accessory structures, and all property development unless otherwise specified.
- (B) The Schedule of Fees and Deposits shall be subject to a biennial increase based the Consumer Price Index (CPI) as defined under section 1-5 of the Property Tax Extension Limitation Law. This represents the applicable December to December change in the national CPI for all urban consumers for all items as published by the United States Department of Labor. The increase shall be equal to the prior two (2) year cumulative increase and all dollar amounts shall be rounded to the nearest five dollars (\$5).
- (C) Schedule of Fees and Deposits: No permit for the construction of any new building, structure or accessory structure, addition, alteration or remodeling of an existing building, structure or accessory structure, change of use or occupancy of an existing structure or space, or construction, modification to, or demolition of any system or structure regulated by the Zoning Code or Building Codes shall be issued within the Village corporate limits or outside the Village corporate limits, when appropriate, until the following fees and deposits are paid in full:
 1. Permit fees:
 - (a) The permit fee is the sum of the applicable building fees and plan review fees established in the following table. Where the project scope includes work listed on separate line items, the permit fee shall be the total of the associated building, application and plan review fees.
 - (b) The minimum building fee shall be \$50.00.
 - (c) Building fees are due and payable at the time of issuance of a building permit.
 2. Plan review fees:

- (a) A plan review fee in the amount of 110 percent of the construction cost of a building, stormwater, landscaping, tree preservation or other plan review consultant shall be paid by the applicant when such a review is required by the nature of the project or will, at the request of the applicant, expedite the review. A consultant may be used when a project contains specialty equipment, has unusual construction methods or materials, has been reviewed by a Village Board or Commission, or is deemed necessary by the Planning and Development Department because of the size, nature, occupancy, use or complexity of the development. When a consultant is determined to be necessary, the applicant shall pay an initial deposit of \$2,000.00 at the time the plans are submitted to cover the cost or part thereof of the plan review service provided by the consultant. When the building permit is issued, the final plan review fee will be adjusted to account for this initial payment; and any unused portion will be refunded. Any additional consultant fees should be billed to, and promptly paid by, the applicant. No building permit or occupancy certificate will be issued, or inspection scheduled if a consultant invoice has not been paid. If a project is abandoned, the applicant will be responsible for all costs incurred by the plan review consultant.
 - (b) The plan review fee for all new or reconstructed buildings or structures and remodeling and alterations of existing buildings, structures, utilities, and site improvements shall be as indicated in the Schedule of Fees and Deposits.
 - (c) The minimum plan review fee shall be \$30.00.
 - (d) Plan review fees are due and payable at the time of application for building permit. Permit applications will not be accepted without receipt of payment of the applicable plan review fee. In the event that the applicant abandons the project, this fee is not refundable.
 - (e) The plan review fee for each plan review completed after the second review shall be \$200.00.
3. Inspections:
- (a) The fee for annual or biannual fire prevention inspections, change of occupancy or ownership, elevator and construction-related inspections shall be as indicated in the Schedule of Fees and Deposits.
 - (b) Fees established in the Schedule of Fees and Deposits allow for an initial rough inspection and a final inspection for work of each construction trade and one re-inspection thereof. Re-inspection fees apply to each re-inspection after the second inspection fails, until such time as a subsequent inspection of the same work passes.

4. **Zoning Fees:** The required fee for application for modification of the specific requirements of the zoning ordinance, subdivision regulations code, sign code and other zoning related matters shall be as indicated in the Schedule of Fees and Deposits. The Schedule also includes fees to process requests for annexation, exterior appearance review and amendments.
5. **License/Registration Fees:** The fee for annual or biennial contractor registration and annual business license or registration shall be as indicated in the Schedule of Fees and Deposits.
6. **Administrative Fees:** The fee for administrative items such as issuance of certificate of occupancy, permit extensions or renewals and other construction related items shall be as indicated in the Schedule of Fees and Deposits.
7. **Public right-of-way:** The fee for license agreements for private use of the public right-of-way or vacation thereof shall be as indicated in the Schedule of Fees and Deposits.

SCHEDULE OF FEES AND DEPOSITS

The following schedule applies to all new or reconstructed buildings and structures, new additions, alterations or remodeling to existing buildings, structures or accessory structures, and all property development unless noted otherwise in this section of the Glen Ellyn Village Code. Where a project includes multiple work items listed as separate line items in this schedule the fees shall be cumulative in nature to include all work items in the project scope of work.

Construction Scope of Work	Building or Application Fee	Plan Review Fee	Refundable Deposit or Escrow
A - New Construction			
1 Non-residential or mixed-use building, principal structure, total square footage of all levels, including all attached or detached structures: a. Fees include connection fee for up to maximum 1" water service line, and 1" water meter. For larger water service line or meter sizes, the building fee shall be increased by the difference in cost between 1-inch and the required size(s) (see chapters 7-11-30 and 7-11-32 of this code). The cost difference between a 1-inch line and the required line size shall be added to the permit fees indicated herein. b. Fees do not include sewer connection fees (see section (F) of this schedule). c. Fees do not include site development/stormwater fees or deposits. d. For food service establishments, add \$250.00 to the plan review fee. e. Fees do not include elevator fees (see section (D) of this schedule).			
• Up to 2,000 square feet	6,100	900	5,000
• 2,001 to 3,500 square feet	6,300	1,100	5,000
• 3,501 to 5,000 square feet	6,550	1,300	5,000
• 5,001 to 6,500 square feet	6,900	1,500	5,000
• 6,501 to 8,000 square feet	7,400	1,800	5,000
• over 8,000 square feet	See Note 14	\$0.20/sf	5,000
2 Residential 1- and 2-family dwelling, principal structure, total square footage of all levels, including all attached or detached structures: a. Fees include all impervious surfaces, attached structures such as porches and decks, up to three detached accessory structures such as garages or pergolas, as allowed by the zoning code for the applicable zoning district. b. Fees include connection fee for sewer line and up to maximum 1" water service line, and 1" water meter. For larger water service line or meter sizes, the building fee shall be increased by the difference in cost between 1-inch and the required size(s) (see chapter 7-11-30 of this code). c. Fees include site development/stormwater fees and deposits.			
• Up to 2,000 square feet	4,900	800	5,000
• 2,001 to 6,500 square feet	5,100	1,100	5,000
• 6,501 to 9,500 square feet	5,500	1,500	5,000
• 9,501 to 13,500 square feet	6,000	1,900	5,000
• 13,501 to 18,000 square feet	6,700	2,600	5,000
• over 18,000 square feet	7,600	3,300	5,000
3 Residential multi-family dwelling, principal structure, Fee per unit does not include water or sewer connection fee, see chapters 7-11-30 and 7-11-32 of this code	*each unit (Building Fee)	2,000*	See Note 1
4 Site development fees:			
• Development from 300 to 1,500 square feet in area	225	250	See Note 13
• Development located within the principal building side yard setbacks, excluding a driveway approach	225	250	See Note 13
• Single-family home or townhome development over 1,500 square feet	300	600	See Note 13
• Commercial and multi-family development over 1,500 square feet (see section 4-1-4(I) of this code)	See Note 6	See Note 7	See Note 13
5 Phased permit, foundation and underground utilities only permit, 1- and 2-family	250	200	N/A
6 Phased permit, foundation and underground utilities only permit, other than 1- and 2-family	500	500	N/A
7 Phased permit, building shell only	1,000	500	N/A

B - Additions

1	New level to existing primary building for 1- and 2-family dwellings	2,250	800	4,000
	New level to existing multi-family, mixed-use or non-residential building	See Note 14	1,000	5,000
2	To accessory structures for 1-, 2- and 3-family dwellings	300	200	N/A
3	To accessory structures for 4-family and larger dwellings	600	300	N/A
4	To residential primary building for 1-, 2- and 3-family dwellings, total square footage of all levels, not including water service upgrade if necessary:			
	• Up to 500 square feet	1,125	500	2,000
	• 501 to 1,000 square feet	2,250	600	2,000
	• 1,001 to 2,000 square feet	3,375	700	2,000
	• Over 2,000 square feet	See Note 10	See Note 10	3,000
5	To residential primary building for 4-family and larger dwellings, total square footage of all levels, not including water service upgrade if necessary:			
	• Up to 500 square feet	1,125	500	2,000
	• 501 to 1,000 square feet	2,250	600	2,000
	• 1,001 to 2,000 square feet	3,375	700	2,000
	• Over 2,000 square feet	See Note 10	See Note 10	3,000
6	To non-residential or mixed-use building, total square footage of all levels, not including water service upgrade if necessary:			
	• Up to 500 square feet	1,125	500	2,000
	• 501 to 1,000 square feet	2,250	600	2,000
	• 1,001 to 2,000 square feet	3,375	700	2,000
	• Over 2,000 square feet	See Note 10	See Note 10	3,000
7	Phased permit, foundation only permit, 1- and 2-family	fees in addition to building and plan review fees indicated above	250	200
8	Phased permit, foundation only permit, other than 1- and 2-family	fees in addition to building and plan review fees indicated above	500	500
			4,000	

C - Alterations and Remodeling**1 - Residential**

a	Attic buildout	1,000	200	N/A
b	Basement alterations/buildout	1,000	200	N/A
c	Bathroom, new or alteration	500	60	N/A
d	Foundation Underpinning	250	75	N/A
e	Interior alterations, 1- and 2-family dwellings, multiple rooms, one level	750	300	N/A
f	Interior alterations, 1- and 2-family dwellings, multiple rooms, two levels	1,000	400	N/A
g	Interior alterations, multiple rooms, more than two levels	1,500	500	N/A
h	Interior alterations to 2 to 4 multi-family dwelling units, and/or limited common area work.	1,100	300	N/A
i	Interior alterations to 5 or more multi-family dwelling units, and/or major common area work.	2,200	400	N/A
j	Kitchen, new or alteration	900	75	N/A
k	Structural modification or repair	150	75	N/A

2 - Commercial Buildings

a	Food Service Establishment buildout: Fees do not include the following work items: a. water service upgrade, if required (see section (F) of this schedule). b. fire detection and alarm or fire sprinkler systems (see section (D) of this schedule). c. new grease interceptor, if required (see section (F) of this schedule). d. sewer connection fee, if required (see section (F) of this schedule).			
	• up to 1,000 square feet	1,200	1,000	N/A
	• 1,001 to 2,000 square feet	2,400	1,350	N/A
	• 2,001 to 3,000 square feet	3,600	1,700	N/A
	• 3,001 to 4,000 square feet	4,800	2,100	N/A
	• Over 4,000 square feet	6,000	2,500	N/A
b	Kitchen exhaust hood/Ansul system, replacement unit not part of tenant buildout per hood	130	230	N/A
c	Storefront or façade alteration, stand alone alteration project with no interior remodeling	250	60	N/A
d	Structural modification or repair	150	75	N/A
e	Tenant buildout, including all mechanical, electrical and plumbing work. Fire alarm and detection or fire sprinkler work not included.			
	• up to 1,000 square feet	1,000	500	N/A
	• 1,001 to 2,000 square feet	2,000	700	N/A
	• 2,001 to 3,000 square feet	3,000	900	N/A
	• 3,001 to 4,000 square feet	4,000	1,100	N/A
	• Over 4,000 square feet	5,000	1,500	N/A
f	Tenant modification of floor plan layout, up to 500 square feet, no mechanical, electric or plumbing modifications	75	75	N/A
g	Tenant modification of floor plan layout, over 500 square feet, no mechanical, electric or plumbing modifications	175	150	N/A
h	Tenant modification of lighting or electric power distribution system	175	75	N/A
i	Tenant modification of mechanical system	75	150	N/A
j	Tenant modification of plumbing system	240	150	N/A
k	Toilet room, new or remodeling	400	75	N/A
l	White Box buildout, including interior demolition of previous tenant space down to demising walls, floor and ceiling system, no new work	500	150	N/A

D - Miscellaneous Permits (see Note 9)

1	Accessibility modifications, interior or exterior, not within the public right-of-way	65	60	N/A
2	Arbor, trellis, pergola, ornamental gate or other similar structures	65	30	N/A
3	Canopy or Fixed Awning, new or alteration	65	30	N/A
4	Commercial filming	150	N/A	N/A
5	Commercial filming, application late fee	75	N/A	N/A
6	Deck or Porch construction/replacement, single level	225	60	N/A
7	Deck or Porch construction/replacement, multiple levels	350	80	N/A
8	Demolition (refer to section N of this schedule for applicable demolition tax based on area of demolition): See Note 3			
	• Detached garage	80	30	2,000
	• Interior only, non-structural	175	30	N/A
	• Primary structure - greater than 300 to 1,000 square feet	275	200	2,000
	• Primary structure - 1,001 to 4,000 square feet	325	250	2,000
	• Primary structure - greater than 4,000 square feet, not exceeding 45 feet height	500	300	4,000
	• Primary structure - greater than 4,000 square feet and exceeding 45 feet in height	600	350	4,000
9	Drain tile and sump pit/pump	65	30	N/A
10	Driveway (private property)	65	30	N/A
11	Driveway approach - single-family (public property) (same size and location)	65	N/A	N/A
12	Driveway approach - other than single-family (public property)	65	30	N/A
13	Elevator or other conveyance, new *per stop	200*	120	N/A
14	Elevator modifications	235	120	N/A
15	Exit stairway, exterior	225	30	N/A
16	Fascias, soffits, gutters and/or downspouts	65	N/A	N/A
17	Fence, new	50	30	N/A
18	Fence, repair	65	N/A	N/A
19	Fireplace	80	30	N/A
20	Fire alarm and detection system, new or modified:			
	• up to 5,000 square feet	80	175	N/A
	• 5,001 to 10,000 square feet	100	175	N/A
	• 10,001 to 15,000 square feet	150	260	N/A
	• Over 15,000 square feet	200	350	N/A
21	Fire sprinkler system, pipe schedule design:			
	• 1 to 20 sprinkler heads	125	170	N/A
	• 21 to 100 sprinkler heads	200	200	N/A
	• 101 to 200 sprinkler heads	275	250	N/A
	• 201 to 300 sprinkler heads	350	300	N/A
	• 301 to 500 sprinkler heads	425	450	N/A
	• over 500 sprinkler heads	500	See Note 1	N/A

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22	Fire sprinkler system, hydraulically calculated:			
	• 1 to 20 sprinkler heads	125	200	N/A
	• 21 to 100 sprinkler heads	200	375	N/A
	• 101 to 200 sprinkler heads	275	525	N/A
	• 201 to 300 sprinkler heads	350	650	N/A
	• 301 to 500 sprinkler heads	425	850	N/A
	• over 500 sprinkler heads	500	See Note 1	N/A
23	Garage - residential, 1-story, detached	600	300	2,000
24	Garage - residential, 2-story, detached	650	300	2,000
25	Geothermal systems	250	125	N/A
26	Greenhouse	65	30	N/A
27	Grinding/resurfacing pavement	65	30	N/A
28	Hot tub	175	30	N/A
29	Impervious surface, residential, over 300 square feet	65	30	N/A
30	Key box	Village purchase cost plus 10%	cost + 10%	N/A
31	Masonry tuckpointing, over 300 square feet	65	N/A	N/A
32	Miscellaneous construction, under \$15,000 construction hard cost valuation	250	60	See Note 4
33	Miscellaneous construction, over \$15,000 construction hard cost valuation	See Note 5	200	See Note 4
34	Other appliances, equipment or structures not listed	65	30	See Note 4
35	Outdoor fire pit, fireplace or kitchen	65	30	N/A
36	Paved surface (including sport courts) greater than 100 and less than 300 square feet in area	65	30	2,000
37	Paved surface (including sport courts) greater than 300 square feet in area	150	30	2,000
38	Prescribed burn	80	N/A	N/A
39	Radon system, active (power ventilated)	80	N/A	N/A
40	Radon system, passive (natural ventilation)	65	N/A	N/A
41	Restripe parking lot	65	30	N/A
42	Retaining wall, over 8 inches in height	65	75	N/A
43	Roofing, residential over 300 square feet	65	N/A	N/A
44	Roofing, commercial over 300 square feet	150	30	N/A
45	Shed or other accessory structure less than 150 square feet in area	65	30	N/A
46	Shoring, raising or moving of any building	600	150	5,000
47	Siding or stucco over 300 square feet	80	N/A	N/A
48	Site development/improvements (grading plus utilities), exceeding an estimated total hard cost of \$15,000.00	850	300	4,000
49	Solar panel system, including connection to electric system only	250	75	N/A
50	Solar panel system, including connection to electric and plumbing system	350	100	N/A
51	Storage tank installation or removal	125	50	2,000
52	Swimming pool, spa or hot tub, above ground	100	30	N/A
53	Swimming pool, spa or hot tub, in-ground	200	60	2,000
54	Telecommunication sites, alterations or co-locate	350	150	N/A
55	Telecommunication sites, new construction, not in public right of way	1,000	250	N/A
56	Telecommunication site, small wireless facility, new facility (deposit indicated required for work in public right-of-way)	500	500	4,000
57	Telecommunication site, small wireless facility, first co-located facility (deposit indicated required for work in public right-of-way)	350	300	4,000
58	Telecommunication site, small wireless facility, each additional co-located facility (deposit indicated required for work in public right-of-way)	200	150	4,000
59	Temporary bleachers, platform, stage or tent	75	30	N/A
60	Wind turbine	250	75	N/A

E - Heating, Ventilation and Air Conditioning

1	Air conditioning coil and/or condenser replacement	65	N/A	N/A
2	Air distribution system modification	65	N/A	N/A
3	Boiler	65	N/A	N/A
4	Chimney or vent, replacement or chimney re-liner	65	N/A	N/A
5	Fireplace, solid fuel-burning equipment or stove	65	N/A	N/A
6	Fuel-gas or fuel-oil piping modification	65	N/A	N/A
7	Heating equipment: furnace or heat pump, new or replacement	65	N/A	N/A

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F - Plumbing

1	Cross connection control device, new	140	N/A	N/A
2	Flood/sewer backup control system	215	60	N/A
3	Grease interceptor, new or replacement	140	60	N/A
4	Irrigation systems - lawn	140	30	See Note 4
5	Modified overhead sewer, not part of a remodeling project	140	30	N/A
6	Reconfigure interior waste, water or vent system, not part of a remodeling project	140	30	N/A
7	Service disconnection, waste or water	140	60	4,000
8	Sewer connection fee (Glenbard Wastewater Authority)	Base fee, plus \$278.00 per PE (population equivalent)	1,000	N/A
9	Water heater, replacement	65	N/A	N/A
10	Water meter, single-family 3/4-inch	400	N/A	N/A
	1-inch	440	N/A	N/A
	1-1/2-inch	450	N/A	N/A
	2-inch	730	N/A	N/A
11	Water meter, multi-family, mixed use or commercial	See Note 12	50	N/A
12	Water, sewer or storm line, 1-, 2- and 3-family dwellings (add connection fee based on service line size per chapters 7-11-30 and 7-11-32 of this code)	240	60	3,000
13	Water, sewer or storm line, multi-family, mixed -use or commercial (add connection fee based on service line size per chapters 7-11-30 and 7-11-32 of this code)	340	75	3,000
14	Water, sewer or storm line repair (private property)	140	60	N/A
15	Water, sewer or storm line repair (public property)	240	60	5,000

G - Electrical

1	Emergency generator	65	30	N/A
2	Exit signs	65	30	N/A
3	Lighting fixtures	65	N/A	N/A
4	Openings for wiring, each 25 or portion thereof	65	N/A	N/A
5	Re-circuiting	80	N/A	N/A
6	Service feeders	80	N/A	N/A
7	Service upgrade, up to 200 amps	100	N/A	N/A
8	Service upgrade, up to 400 amps	125	N/A	N/A
9	Service upgrade, over 400 amps	150	N/A	N/A
10	Service upgrade, each additional meter	65	N/A	N/A
11	Service panel or sub panel	65	N/A	N/A
12	Temporary electrical service	80	N/A	N/A
13	Transformer	65	N/A	N/A
14	Underground service	80	N/A	N/A
15	Wired connection, appliances or equipment	65	N/A	N/A

H - Signs

1	Banners	each	50	N/A	N/A
2	Comprehensive sign plan		500	N/A	N/A
3	Freestanding sign	each	175	N/A	N/A
4	Illuminated sign	each	150	N/A	N/A
5	Non-illuminated sign	each	100	N/A	N/A
6	Panel replacement		100	N/A	N/A

I - Plan Reviews

1	Additional fees:				
	• Plan review completed in-house after the second plan review has been completed		N/A	100	N/A
	• Review of submittals for Commission review after the second review has been completed				
	• Stormwater plan review performed after the third review (see section 4-1-4(I) of this code)		N/A	100	N/A
	• Stormwater plan review performed on revised drawings submitted after drawings have been approved (see section 4-1-4(I) of this code)		N/A	100	N/A
2	Deferred submittal: elevator or other conveyance (cost added to plan review fee indicated in section 4-1-4(D) of this code)		N/A	100	N/A
3	Deferred submittal: fire alarm system or fire suppression system (cost added to plan review fee indicated in section 4-1-4(D) of this code)		N/A	250	N/A
4	Deferred submittal: truss shop drawings (cost added to base permit fee of project)		N/A	100	N/A
5	Deferred submittal: other, with approval of the Building and Zoning Official (cost added to applicable plan review fee indicated elsewhere in this schedule)		N/A	250	N/A
6	Elevator or other conveyance	each conveyance	N/A	120	N/A
7	Expedited plan reviews, 1- and 2-family dwellings (additional cost for up to 5 business day turnaround time)		N/A	500	N/A
8	Expedited plan reviews, 1- and 2-family dwellings (additional cost for up to 5 business day turnaround time)		N/A	1,000	N/A
9	Expedited plan reviews, multi-family, mixed-use or commercial		N/A	See Note 1	2,000
10	Plan reviews performed by a consultant (see subsection 4-1-4(C)2(a) of this code)		N/A	See Note 1	2,000
11	Plan review necessitated by drawing revisions after issuance of permit		N/A	75	N/A
12	Miscellaneous assemblies, equipment or structures reviewed by in-house staff	per hour	N/A	75	N/A

J - Administrative Fees

1	Appeal of administrative decision of the Planning and Development Director or the Building & Zoning Official		250	N/A	N/A
2	Certificate of Occupancy, other than for new construction		100	N/A	N/A
3	Permit extension (see subsection 4-1-4(G) of this code)	per month	50	N/A	N/A
4	Renewal of expired or suspended permit		See Note 8	N/A	N/A
5	Temporary Certificate of Occupancy or renewal thereof (see subsection 4-1-4(E) of this code)		450	N/A	N/A
6	Waiver of code for special event (in accordance with sections 1-1-6 and 3-39-3 of this Code)		50	N/A	N/A
7	Work exceeding scope of permitted work	300% of original permit fee, minimum	500	N/A	N/A
8	Work Started without Permit	200% of original permit fee, minimum	250	N/A	N/A

K - Inspections

1	Annual Fire Prevention Inspection:			
	Group: Occupancy Use:			
	A-1 thru 5 Assembly	150	N/A	N/A
	A-2 Assembly - Food/Drink Service Establishment, up to 1,000 square feet	75	N/A	N/A
	A-2 Assembly - Food/Drink Service Establishment, over 1,000 square feet	150	N/A	N/A
	A-2 Assembly - Food Service Establishment, commercial hood and duct	50	N/A	N/A
	B Business, up to 1,000 square feet	50	N/A	N/A
	B Business, over 1,000 square feet	75	N/A	N/A
	E Educational	100	N/A	N/A
	E Educational, day care facility	75	N/A	N/A
	F Factory	125	N/A	N/A
	H-1 thru 5 High-hazard	125	N/A	N/A
	I-1 thru 4 Institutional	150	N/A	N/A
	M Mercantile, up to 1,000 square feet	50	N/A	N/A
	M Mercantile over 1,000 sf up to 4,000 square feet	75	N/A	N/A
	M Mercantile over 4,000 square feet	150	N/A	N/A
	R-1 Residential, transient	150	N/A	N/A
	R-2 Residential, non-transient and multi-family building common areas	50	N/A	N/A
	R-3 Residential, non-transient (refer to Building Code for occupancy uses)	125	N/A	N/A
	R-4 Residential, non-transient (refer to Building Code for occupancy uses)	150	N/A	N/A
	S-1 Storage, moderate hazard	75	N/A	N/A
	S-2 Storage, low hazard	50	N/A	N/A
	U Utility and Miscellaneous	50	N/A	N/A
2	Change of occupancy inspection (new use or business)	50	N/A	N/A
3	Code compliance for 1-, 2- or 3-family dwellings, per request of owner or agent	175	N/A	N/A
4	Elevator or other conveyance:			
	• Annual inspection	150	N/A	N/A
	• Five-year conveyance load test	350	N/A	N/A
	• Re-inspection fee	75	N/A	N/A
5	Re-inspection fee - Plumbing (after second inspection fails)	100	N/A	N/A
6	Re-inspection fee - Other than Plumbing (after second inspection fails)	75	N/A	N/A
7	Water pressure test, single family residential	200	N/A	N/A

L - Contractor Registration

1	General contractor (12-month application or renewal)	100	N/A	N/A
2	General contractor (24-month application or renewal)	190	N/A	N/A
3	Independent contractor (12-month application or renewal)	50	N/A	N/A
4	Independent contractor (24-month application or renewal)	95	N/A	N/A
5	Reinstatement, for a suspended registration	125	N/A	N/A
6	Appeal, (denied application, renewal or suspended registration) plus reimbursement of fees agreement and escrow fund deposit (see section 4-1-11(J) of this code)	250	N/A	N/A

M - Business License/Registration

1	New business	annual	100	N/A	N/A
2	Change of address, remaining within Glen Ellyn	annual	30	N/A	N/A
3	Change of business ownership	annual	30	N/A	N/A
4	Change of business name	annual	30	N/A	N/A
5	Tobacco license	annual	100	N/A	N/A

N - Taxes, Demolition

1	Tax, demolition (applies to any project when over 50 percent of the exterior roof and wall area is structurally altered or when a building or structure, or part thereof, greater than 1,000 and up to 4,000 square feet is demolished)	550	N/A	N/A
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O - Developer's Donation/Cash Contribution (Fire Company)

1	Single-family dwelling (attached or detached), per new dwelling unit	1,500	N/A	N/A
2	Multi-family dwelling units, per new dwelling unit	500	N/A	N/A
3	Congregate housing for the elderly, per new unit	500	N/A	N/A

P - Zoning and Appearance Applications

1	Administrative zoning variation	250	N/A	N/A
2	Annual outdoor beautification display	25	N/A	N/A
3	Appeals	700	N/A	See Note 5
4	Construction necessitated variations (see section 4-1-4(F) of this code)	1,100	N/A	2,000
5	Exterior appearance review	200	N/A	N/A
6	Live entertainment	150	N/A	N/A
7	Planned unit development	2,500	N/A	See Note 5
8	Planned unit development amendment	2,500	N/A	See Note 5
9	Planned unit development amendment - not requiring a public hearing	1,000	N/A	N/A
10	Planned unit development amendment: where only previously approved signage is being amended regardless if a public hearing is required or not	500	N/A	See Note 5
11	Preapplication meeting (see section 4-1-4(D) of this code)	250	N/A	See Note 5
12	Sign variation	500	N/A	See Note 5
13	Special use	750	N/A	See Note 5
14	Special use amendment, not requiring a public hearing	350	N/A	N/A
15	Special use, preexisting - Administrative approval	350	N/A	N/A
16	Stormwater variation	150	N/A	See Note 5
17	Zoning application plan review (after third review) increasing \$50.00 each additional review thereafter	100	N/A	N/A
18	Zoning map amendment	500	N/A	See Note 5
19	Zoning text amendment	500	N/A	See Note 5
20	Zoning variation	550	N/A	See Note 5
21	Zoning verification letter	100	N/A	N/A

Q - Public Right-of-way

1	License agreement, outdoor seating	annual	50	N/A	N/A
2	License agreement, vendor cart	annual	150	N/A	N/A
3	Obstructions:				
	• Parking stall	base fee, plus \$5.00 per stall, each additional day	25	N/A	N/A
	• Sidewalk	base fee, plus \$5.00 each additional day	25	N/A	N/A
	• Street	per day	50	N/A	N/A
4	Right-of-way vacation application		300	N/A	N/A

R - Annexation

1	Single-family detached home	250	N/A	N/A
2	Non-Single-family detached home	per acre	1,000	N/A

S - Subdivision

1	Major	3,500	N/A	N/A
2	Minor	1,400	N/A	N/A
3	Land transfer certificate	250	N/A	N/A
4	Two-lot subdivision	250	N/A	N/A
5	Lot consolidation	250	N/A	N/A

T - Recapture

1	Pay to Village - Transfer to builder	varies per ordinance	Varies	N/A	N/A
2	Pay to Village - Processing fee		100	N/A	N/A

- Notes:**
- 1 Plan review fee shall be equal to 110 percent of consultant fee (see subsection 4-1-4(C)2(a) of this code).
 - 2 See section 4-1-4(G) of this code for plan review fee and deposit amount.
 - 3 See section 4-1-4(A)13 of this code for demolition tax amount.
 - 4 Deposit amount varies at discretion of the Director of Planning and Development or the Building and Zoning Official based on proposed scope of work and impact on the public right-of-way
 - 5 Escrow amount to be determined by the Planning and Development Director, minimum \$1,000.00 (see section 4-1-4(H) of this code).
 - 6 The stormwater permit fee shall be one and one-half percent of the site improvements costs, minimum \$600.00 (see subsection 4-1-4 (I) of this code).
 - 7 The stormwater plan review fee shall be one and one-quarter percent of the site improvements costs, minimum \$600.00 (see subsection 4-1-4 (I) of this code).
 - 8 Renewal fee shall be 50% of original permit fee, \$1,000.00 maximum.
 - 9 Fee for miscellaneous scope of work not listed in the schedule and with hard cost valuation over \$15,000.00 shall be as follows:
 \$150.00 plus \$10.00 for each \$1,000.00 of estimated hard cost valuation over \$15,000.00 for all commercial roofing, siding and pavement replacement work, and
 \$150.00 plus \$20.00 for each \$1,000.00 of estimated hard cost valuation over \$15,000.00 for all other work.
 - 10 Follow schedule for new construction.
 - 11 Escrow amount of \$2,000.00 is required (see subsection 4-1-4(F) of this code).
 - 12 Contact Public Works Department for current pricing.
 - 13 A plan review deposit of \$100.00 for each 1,000 square feet of the entire zoning lot shall be paid upon submittal of preliminary or final development plans for Village Board approval (see section 4-1-4(I) of this code).
 - 14 Building fee shall be calculated as the total building square footage of all floors multiplied by the most current (but no sooner than three months prior to the date of permit application) square foot construction costs published by the International Code Council multiplied by 0.01.

(D) *Preapplication meeting fee:* Every preapplication petition reviewed before the Plan Commission, or Zoning Board of Appeals shall be accompanied with a fee as indicated in the Schedule of Fees and Deposits.

(E) *Temporary occupancy certificate; deposit and renewals:* Upon the request of the holder of a permit, a temporary occupancy certificate shall be issued before the completion of the entire work covered by the permit provided the following requirements are satisfied:

1. A written request with an itemized cost estimate of all unfinished work shall be submitted and approved;
2. A cash deposit shall be made for all unfinished work, where a cash deposit has not been paid at the time a permit was issued, in an amount equal to 125 percent of the itemized cost estimate, which deposit shall be held until all the work is complete and paid for or lien waivers are submitted;
3. The cash deposit may be used by the Village to cover the cost of any incomplete work at the time the temporary certificate expires;
4. Any unused portion of the cash deposit used to complete unfinished work will be returned to the depositor;
5. Any additional expenses in conjunction with unfinished work incurred by the Village shall be the responsibility of the property owner;
6. The allowed time period during which the temporary occupancy certificate is valid shall be established by the Building & Zoning Official. The temporary occupancy certificate shall be valid for no more than 180 days from the date of issuance;
7. A renewal of a temporary occupancy may be granted only by the Building and Zoning Official, the Planning and Development Director, or the Village

Manager. The renewal period shall not be longer than 180 days from the date of expiration of the original certificate.

8. A temporary occupancy will be granted only when final engineering has been submitted and it reasonably appears that the building can safely be inhabited and where such habitation involves no risk to life, safety, or public welfare, and the temporary occupancy may be withdrawn at any time that either of the above conditions are not met; and
 9. For the cost of a temporary occupancy certificate and all approved renewals, see subsection (C)1 of this section.
- (F) *Construction necessitated variation fee*: A variation application fee shall be paid in the amount of \$1,100.00, and \$2,000.00 shall be deposited into an escrow fund. The application shall include, in addition to the items required in the Village of Glen Ellyn Zoning Code, the following documents:
1. A current site survey showing the details of the variation;
 2. A time line to show the key events leading to the variation;
 3. A list of alternative solutions, with designs, plans, and cost estimates; and
 4. The petitioner's preferred solution.
- (G) *Permit extension fee*: Any building permit holder may request an extension of a valid permit for up to six months provided the request is in writing and includes:
1. The owner's name;
 2. The address of the property where the work is being done;
 3. The building permit number;
 4. A description of the work to be completed;
 5. The number of months to be extended; and
 6. A justifiable cause.
- (H) *Escrow fund (public meetings and public hearings)*: Any application for a public meeting or public hearing shall require the applicant to submit an amount determined by the Planning and Development Director, unless otherwise specified, for the reimbursement of all actual Village expenses incurred for publication, legal service, engineering, plan review and inspection services. An escrow fund is not required for residential variations reviewed by the Zoning Board of Appeals, but petitioners must reimburse the Village for the actual cost to publish the public hearing notice in the newspaper.

Each application for a project to be reviewed by the Plan Commission shall include an agreement to reimburse the Village for all out of pocket costs associated with this development. These out of pocket costs will cover services provided by the Village's consulting engineer, consulting attorney, consulting planner, traffic consultant, appraiser, transcriber, or other consultant deemed necessary by the Planning and Development Director, as well as reproduction costs, recording costs, etc.

The agreement shall be accompanied by an initial deposit in an amount to be determined by the Director of Planning and Development but no less than \$1,000.00. The Village will provide an itemized list of Village expenses related to this development, and the applicant will deposit funds to reimburse the Village for those expenses upon notice from the Village that the deposit has dropped below \$300.00. If the expenses are not reimbursed, then reviews associated with out of pocket costs will cease, and the application will not be moved forward through the review process. At the completion of the review process, and development of the project, if appropriate, any remaining balance from the deposit will be returned to the petitioner, without interest, after all expenses have been paid.

(I) *Site improvement cost:* The stormwater fee for commercial development is calculated as a percentage of the total site improvement cost. A site improvement cost estimate is required to be signed and certified by the project engineer and submitted for review and approval. To validate the site improvement cost estimate, the applicant may be required to submit additional information to confirm the amounts listed or submit sworn statements from all contractors performing site work listing their contract amounts. The stormwater fee for a commercial development project shall be paid in two installments:

1. A stormwater plan review fee of one and one-quarter percent of the site improvement costs shall be paid upon submittal of preliminary or final development plans for Village Board approval. The minimum plan review fee shall be \$600.00. The plan review fee shall be paid upon application for the building permit if Village Board approval is not required.
2. A stormwater permit fee of one and one-half percent of the site improvement costs shall be paid prior to the issue of a stormwater certification or building permit. The minimum permit fee shall be \$600.00.
3. The stormwater fee listed in subsection 4-1-4(J) includes reasonable and necessary staff time to review plans, observe site conditions, inspect for compliance, attend project meetings regarding permitting processes and Code requirements, and respond to requests for information or the interpretation or application of applicable regulations. An additional plan review fee of \$100.00 shall be paid by the applicant for time expended to complete each staff plan reviews after the third review, or to re-review approved plans that have been revised and resubmitted.”

Section Three: Within Section 4-1-5 of the Glen Ellyn Village Code, revise subsection (C)1 to read as follows:

“Restoration deposit: A refundable cash deposit is required for the items listed in subsection 4-1-4(C)1 of this chapter at the time a building permit is obtained for all new principal buildings, additions to existing buildings that increase the floor area over 75 percent, alterations to existing buildings that structurally alter over 50 percent of the exterior wall and roof area, demolition of any building or structure, or part thereof, with a gross floor area over 1,000 square feet or where otherwise required in this Code.”

Section Four: Within Section 4-1-5 of the Glen Ellyn Village Code, revise subsection (C)2 to read as follows:

“Demolition site restoration deposit: The demolition site restoration deposit (subsection 4-1-4(C)1 of this chapter) may be credited toward the stormwater facilities/grading deposit if commencement of construction of a new structure is planned to occur within 90 days after completion of the demolition.”

Section Five: Within Section 4-1-5 of the Glen Ellyn Village Code, revise subsection (C)3 to read as follows:

“Special conditions deposit: In the event a project is determined to have a significant impact on the public health, safety and welfare of the surrounding property, the Planning and Development Director may require an additional deposit to be posted by the applicant (subsection 4-1-4(C)1 of this chapter). Said deposit shall be for the purpose of completing any unfinished work or for the cost of any unforeseen expenses associated with the work which require immediate response when the applicant has not completed the work at the request of the Village, or is unable to be contacted, or to return the site to a safe and clean condition. The special conditions deposit is not included within any deposit indicated in the Schedule of Fees and Deposits.”

Section Six: Within Section 4-1-6 of the Glen Ellyn Village Code, delete paragraph (B)10 in its entirety and replace with the following:

“(B)10. 109.4 Work Commencing Before Permit Issuance. Any person who commences any work on a site, building or structure, or on any electrical, gas, mechanical, fire protection or plumbing system before obtaining the necessary permits shall be subject to an additional fee of 200% of the building permit fee.”

Section Seven: Within Section 4-1-8 of the Glen Ellyn Village Code, delete paragraph (B)13 in its entirety and replace with the following:

“(B)13. R108.6 Work Commencing Before Permit Issuance. Any person who commences any work on a site, building or structure, or any electrical, gas, mechanical, sprinkler or plumbing system before obtaining the necessary permits shall be subject to an additional fee of 200% of the basic permit fee.”

Section Eight: Within Section 4-8-3 of the Glen Ellyn Village Code, delete paragraph (D) in its entirety and replace with the following:

“(D) Fee schedule for tree preservation plan review:

1. Plan review fee for single-family lots. For projects where more than one of the projects listed below occurs, the higher fee shall apply.

Unit cost for each:

- a. Garage/pool/other: \$250.00
 - b. Addition: \$250.00
 - c. Demolition/new house: \$330.00
 - d. New house: \$330.00
 - e. Site improvements/grading/landscaping: \$250.00
 - f. Work in public right-of-way: \$330.00
2. Plan review fee for subdivisions, special use projects, and planned unit developments or lots with any use other than single-family residences:
 - a. Cost to review documents submitted in compliance with tree preservation ordinance: \$100.00 per hour by consultant.
 3. Fees for additional field inspections and violations:
 - a. Field inspection responding to complaint (verified violation): \$100.00
 - b. Tree fence violation: \$100.00”

Section Nine: Within Section 5-2-1 of the Glen Ellyn Village Code, paragraph (B)13 shall be deleted in its entirety and replaced with the following:

“(B)13. Amend section 202 to add the definition of hard cost to read as follows:

HARD COST. The cost of all labor, materials, overhead and profit to complete remodeling of an existing building. Remodeling work includes, but is not limited to, improvements and alterations to foundations, walls, roofs, floors, ceilings, stairs, doors, windows, and electrical, mechanical, plumbing systems and fixtures and equipment.

For purpose of determining hard cost, remodeling work does not include the

following:

1. Interior or exterior non-structural demolition work or removal of existing improvements, fixtures or equipment.
2. Work to install a fire sprinkler system or increase the size of the water service to a building as required to serve a fire sprinkler system.
3. Work to install a fire alarm and detection system.
4. Installation of interior floor, wall and ceiling finishes such as paint, wallcoverings, paneling or tile over wallboard, or carpet, wood or tile flooring over a subfloor.
5. Cabinets and casework, countertops, shelving units, or door, window, base and ceiling trim.
6. Furniture, appliances, decorative fixtures, window treatments or business sales, display or service fixtures and equipment.”

Section Ten: A new Subsection (D) shall be added to Section 8-1-13 of the Glen Ellyn Village Code, to read as follows:

“(D) No person shall place, maintain or continue any temporary private obstruction which encroaches on or into any public street, way, or sidewalk for construction related purposes without first obtaining a right-of-way obstruction permit from the Village. Applicable fees are indicated within section Q of the Schedule of Fees and Deposits in Section 4-1-4(A).”

Section Eleven: Revise Section 8-1-16 of the Glen Ellyn Village Code to read as follows:

“8-1-16. - Restoration deposits.

In order to guarantee the protection of public property and to ensure the restoration of streets, parkways, driveway approaches and sidewalks, any contractor having a permit for the construction of a new building, or the repairing of a water or sewer connection, shall be required to make the deposits hereinafter provided.

A. New construction: Any contractor, owner or agent obtaining a permit for the erection of a new building shall deposit with the Finance Department cash or cashier's check in an amount equal to \$8.00 per front foot of the lot on which such building is to be constructed.

This deposit shall be returned to the depositor by the Finance Director, without interest, upon written notice from the Building and Zoning Official that:

1. The street or parkway has not been damaged, or has been satisfactorily

repaired;

2. A public sidewalk has been installed to connect with an existing sidewalk on contiguous property;
3. The sidewalk existing at the time of the issuance of the building permit is in safe condition; and
4. A hard surfaced, all weather driveway approach serves the premises for which the building permit was issued.

If, at the time the Building and Zoning Official is required to issue a certificate of final inspection, he finds that a street or parkway has been damaged, or a public sidewalk has not been installed to connect with an existing sidewalk, or an existing sidewalk is not in safe condition, or a proper driveway approach has not been installed, he shall mail to the depositor written notice of such defect; and if the defect is not remedied within 30 days from the date of such notice (except that such work need not be done between November 1 and March 31), the Building and Zoning Official shall give written notice to the Finance Director to forfeit said deposit and transfer the same to the street and sidewalk rehabilitation fund of the Village.

- B. *Repairs:* Any contractor, owner or agent of either obtaining a permit to repair a water service or sewer connection shall deposit with the Finance Department cash or a cashier's check in the sum of \$1,000.00, which deposit shall be returned to the depositor by the Finance Director, without interest, upon written notice from the Building and Zoning Official that the street, parkway, or sidewalk is not damaged or has been satisfactorily repaired.

All repairs provided for in this subsection must be made with the use of no. 9 or equivalent stone.

In the event the street, parkway or sidewalk has been damaged as a result of repairing such water or sewer connection, the Building and Zoning Official shall send to the depositor written notice of the extent of such damage; and if it is not repaired within 30 days of the date of such notice (except that such work need not be done between November 1 and March 31), the Building and Zoning Official shall give written notice to the Finance Director to forfeit said deposit and transfer the same to the street and sidewalk rehabilitation fund of the Village.

Section Twelve: Within section 8-1-16 of the Village Code of the Village of Glen Ellyn, add the following paragraph (C) to read as follows:

- “(C) Unless noted otherwise, the required restoration deposits are included within the deposit amount indicated in the Permit Fee and Zoning Application Fee in Section 4-1-4(C) of this code.”

Section Thirteen: Modify Section 8-4-8 of the Glen Ellyn Village Code to read as follows:

“8-4-8. - Enhancement of tree population; private property owners required to plant new public trees.

Any contractor, owner, or agent obtaining a building permit for residential construction greater than 1,500 square feet, or business, industrial, or other nonresidential construction or additions to such structures increasing the bulk thereof by greater than 1,500 square feet shall be required, as part of the permit, to assure that a public tree(s) following the "Arboricultural Specifications Manual", is planted at a location on an adjacent public parkway as selected by the Village Forester. If the public parkway adjacent to the lot has public trees that meet the standards found in the "Arboricultural Specifications Manual", as determined by the Village Forester, no new trees need be planted. The contractor, owners, or agents shall pay to the Village a fee to pay of \$500.00 per tree to pay for the total cost of purchasing and planting the required trees and provide a one year guarantee.”

Section Fourteen: The passage of this Ordinance, being a matter of urgency due to the need to recover a greater portion of the Village’s cost of operation, shall be in full force and effect for all requests of permits and other applications submitted on or after July 1, 2018. The fees proposed in this Ordinance are subject to final review by the Village Attorney and any changes prior to the effective date of July 1, 2018 are subject to Village Attorney approval.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois this _____ day of _____.

Ayes:	Diane McGinley	Pete Ladesic	Bill	Mark Senak	Gary
	Craig Pryde	John	Enright	Fasules	
	Kenwood				
Nays:	Diane McGinley	Pete Ladesic	Bill	Mark Senak	Gary
	Craig Pryde	Enright		Fasules	
	John Kenwood				
Absent:	Diane McGinley	Pete Ladesic	Bill	Mark Senak	Gary
	Craig Pryde	Enright		Fasules	
	John Kenwood				

Approved by the Village President of the Village of Glen Ellyn, Illinois this _____ day of _____.

_____.

Ordinance 6603

Meeting of May 29, 2018

Village President

Attest:

Village Clerk

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of _____, 20____.)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Contract
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 3354)

DOC ID: 3354

Approve a contract, subject to Attorney Review, with Kreska Consultants, LLC, of Franklin Park, Illinois, in the total amount of \$128,370 to be expensed to the Village Links/Reserve 22 Fund.

Background

The Village Links expanded its Food & Beverage operations by constructing a new Restaurant, Patio, Bar and Banquet facility in 2013, with the grand opening of Reserve 22 in August. The new facility opened with much fanfare, as the community responded positively to the beautifully designed restaurant, bar, and banquet room, which offered views of the golf course like no other establishment in Glen Ellyn. Initial revenue projections have been more than doubled in the first four years, each year posting an operational profit.

Issues

While the banquet business at Reserve 22 continues to grow at a steady pace, the restaurant and bar have proven to be more seasonal, relying on golfers and warm weather to attract the bulk of its patrons. During the summer, the main patio, which many consider to be the best in DuPage County, continues to successfully draw patrons willing to wait up to an hour for al fresco dining. Even during this time, the Dining Room often turns at only 50% capacity, opting instead to wait for patio seating.

Over the four years, 63% -70% of restaurant and bar revenues are realized in the warmer months of May through September. The remaining 7 months account for only 35%. Reserve 22 is generally regarded as a "golf course restaurant".

Revenues produced in the off season have proven to not effectively cover operational expenses. In an effort to boost revenues in the off season, staff intends to, among other things, create a more desirable restaurant experience by upgrading the décor. A recent survey showed that a small percentage of patrons viewed the ambiance in the dining room to be sterile, and unappealing, relative to the rest of the facility. Another common complaint included the general noise level when the facility is full of patrons. The survey indicated that those patrons would visit more regularly with improved ambiance, a response rate of 28%.

Strategy

Food & Beverage Director, Brad Chapple, who joined the team in July 2017, has led efforts to evaluate overall performance, and has made recommendations consistent with meeting our goals. Based on his analysis, staff has identified three areas of improvement which would attract more off season business, and strengthen our peak season volume.

1) Interesting menu items with consistent high quality, 2) High levels of service, and 3) more interesting and inviting atmosphere.

Reserve 22 has recently (Jan '18) hired Executive Chef **Thomas Fota**, with more than 20 years of experience as an Executive Chef and Executive Sous Chef, to improve menu options, provide more specials, and improve the quality and consistency of the offerings.

Reserve 22 has recently (April '18) hired **Rainn Incardone**, with 22 years of experience in the service industry, to drastically improve the guest experience by improving the levels of service offered.

Reserve 22 staff, along with the Recreation Commission, sought proposals from Interior Designers to improve the guest experience of the restaurant, by upgrading the décor of the dining room. Kreska Design of Franklin Park was retained to submit a concept aimed to increase traffic, particularly in the off season.

Project Outline/Schedule

The scope of the project includes a more intimate banquet seating, improved lighting, and noise reduction features, as well as interesting wall and window treatments. The project work would take place near the end of the summer months, while the patio is still open (early September) in order to disrupt the least amount of business. All other service areas will remain open during construction. The goal is to open the renovated dining room by October 15, 2018.

Expected Results

Industry experts (Restaurantowner.com) indicate that restaurants should make upgrades every 4-5 years, to keep its clients engaged. By creating a warmer, more desirable atmosphere, in addition to its commitment to provide an enhanced menu and higher service levels, Reserve 22 conservatively expects to generate a minimum of 15% increase in sales, or an average of over \$200,000 annually. While we expect that the majority of the increase will be realized in the off season, in season interest is also expected to increase. The payoff from profits would equate to about 5 years.

RESERVE 22 Dining Room Project Simple Analysis			
Year	Sales May - September	Sales October - April	Total Annual Sales
2014	835,463	354,711	1,190,174
% of annual	70%	30%	
2015	1,026,266	578,811	1,605,077
% of annual	64%	36%	
2016	1,016,267	591,460	1,607,727
% of annual	63%	37%	
2017	995,941	556,357	1,552,298
% of annual	64%	36%	
Average Annual Sales (3 years)			1,588,367
Estimated 15% increase			238,255
Annual Profit Margin @ 10%			23,826
Project Cost			116,700
Projected payoff (in years)			4.9

Budget Impact

The Village Board approved \$35,000 for this project in the 2018 budget. The actual cost of the project, as proposed will be \$116,700, plus a contingency. The Village Links/Reserve 22 proposes to fund this project out of its Cash Reserves, and will have no impact on the General Fund. This larger investment may necessitate postponement of some planned capital replacement items for 2018.

Recommended Action

Approve the recommendation by Staff and the Recreation Commission to execute the Dining Room Renovation for a total amount of \$128,370, which includes project cost of \$116,700, and a 10% contingency.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 05/29/18 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Budget
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE 6604

DOC ID: 3316

Ordinance No. 6604, An Ordinance Amending the Budget for the Fiscal Year Ending December 31, 2018 to Provide Funds for the Reserve 22 Dining Room Improvements.

Background

At the May 29, 2018, Village Board meeting, the Village Board will consider approving a contract to update the Reserve22 dining room. Should the Board approve the contract, the Village Links/Reserve22 budget will need to be amended to allow for the renovation.

Subject

The Village Links/Reserve22 Fund original budget included an equipment/capital outlay budget of \$114,000. Of this amount, \$35,000 was for the restaurant renovation. As the Board is being asked to approve a total contract amount of \$128,370, the budget should be amended by \$93,370 to provide for the purchase. A copy of the original 2018 Village Links/Reserve 22 budget is attached to this agenda item. An earlier amendment for the Village Links/Reserve 22 Fund of \$26,172 was approved by the Village Board in January 2018 to roll over uncompleted projects from FY2017.

The Village Links/Reserve22 Fund started 2017 with available cash of \$1,259,877. The amended budget would change the original budget as follows:

	Original Budget	Amended Budget	Change
Change in Net Position (Net Income)	\$56,444	(\$98,159.75)	(\$154,603.75)
Anticipated Available Cash 12/31/18*	\$1,471,684	\$1,187,899	(\$283,785)
Current Reserve Policy (31%)	\$1,438,000	\$1,438,000	0
Anticipated Above Reserve Policy 12/31/18	\$33,684	(\$250,101)	(\$283,785)

*The original budget included an estimate for FY17 results. The amended budget also takes into effect actual results for 2017 as well as changes in the 2018 budget amounts.

For illustrative purposes, the same comparison is prepared if the reserve policy was lowered to 25%.

	Original Budget	Amended Budget	Change
Change in Net Position (Net Income)	\$56,444	(\$98,159.75)	(\$154,603.75)
Anticipated Available Cash 12/31/18*	\$1,471,684	\$1,187,899	(\$283,785)
Illustrative Reserve Policy (25%)	\$1,159,640	\$1,159,640	\$0
Anticipated Above Reserve Policy 12/31/18	\$312,044	\$28,259	(\$283,785)

The scenarios above assumes that the Village Links/Reserve22 Fund hits its operating income target of \$857,540. Any variance that misses or exceeds that target would change these results accordingly.

Action Requested

Motion to approve the attached ordinance to amend the budget for the Village Links/Reserve 22 Fund by \$93,370.

Ordinance No. 6604**An Ordinance Amending the Budget of the Village of Glen Ellyn
for the Fiscal Year Ending December 31, 2018
to Provide Funds for the Reserve22 Dining Room Renovation**

Whereas, the Board of Trustees of the Village of Glen Ellyn on November 13, 2017, passed the annual budget for the Village of Glen Ellyn for Fiscal Year 2018 (January 1, 2018 - December 31, 2018) containing amounts estimated for payment of CURRENT obligations; and

Whereas, a renovation project was identified for the Reserve22 dining room which was not included in the original Fiscal Year 2018 budget; and

Whereas, cash reserves are available to be utilized to satisfy expenses for this improvement;

Now, Therefore, be it Ordained by the President and the Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The budget for the fiscal year ending December 31, 2018, is hereby amended to provide funds for the renovation of the Reserve22 dining room as identified in Attachment A.

Section Two: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this

_____ day of _____, 2018

Ayes:

Nays:

Absent:

Ordinance 6604

Meeting of May 29, 2018

Approved by the Village President of the Village of Glen Ellyn, Illinois, this_____day
of_____, 2018.

Village President

Attest:

Village Clerk

(Published in pamphlet form and posted on the_____day of_____, 2018.)

ATTACHMENTS:

- Village Links Reserve 22 Original 2018 Budget (PDF)
- Attachment A - Budget Amendment Village Links/Reserve 22 (PDF)

VILLAGE LINKS / RESERVE 22 – BUDGET

Facilities

The Village Links / RESERVE 22 operates 4 facilities on 280 acres. These facilities are incorporated into a sophisticated storm water detention system that detains 30% of Glen Ellyn's storm water and is a primary reason that the Village developed and operates these properties.

27-Hole Golf Course

Village Links of Glen Ellyn	240 acres
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Passive Use Parks

Panfish Park	18 acres
Lambert Lake Nature Preserve	22 acres
Co-Op Park	1 acre

Village Green park (35 acres of athletic fields) is owned by the Village. Since 2003, it is operated by the Glen Ellyn Park District under a rolling 25 year lease. The Village Green does not impact this budget.

Budget Organization

The Village Links / RESERVE 22 has 3 operating divisions: Grounds, Golf, and RESERVE 22. The budget is divided into 7 accounting sections. Segregating expenditures by revenue center and by managerial responsibility allows us to monitor the financial performance of each revenue center and maintain managerial accountability for each line item.

Grounds Division

Division Head: Golf Course Superintendent

Responsible for Budget Sections:

55 710 -	Golf Course Grounds
55 740 -	Stormwater Management
55 7x5 -	Mechanical Maintenance for equipment and buildings in all Divisions

Golf Division

Division Head: Director of Golf

Responsible for Budget Sections:

55 720 -	Golf Services
55 750 -	Pro Shop Merchandise
55 780 -	Motorized Carts

RESERVE 22 Division

Division Head: Executive Chef / Food & Beverage Director

Responsible for Budget Sections:

55 730 –	RESERVE 22
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Administration, 55700, includes line items not specific to an individual operating division, along with all capital expenditures and debt service.

Financial Overview

No tax dollars are used to maintain or operate Village Links/RESERVE 22, Lambert Lake, or Panfish Park. The Village Links / RESERVE 22 and Stormwater management operate solely from facility fees. Residents pay golf green fees at roughly a 40% discount off market prices.

Golf Course/Restaurant profits are used to subsidize resident use of the golf course, park maintenance and the maintenance and operation of the storm water detention system.

Financial Goals - Our financial goal is to be as profitable as possible. More specifically, our short-term goal is to generate enough revenue to cover operating expenses, \$650,000 per year in debt service, \$175,000 per year in capital replacement, and maintain adequate cash reserves to buffer against the whims of a weather dependent seasonal business.

Another major goal is to provide significant resident green fee discounts. In 2017, residents will receive roughly \$300,000 in discounts.

Debt Service - The fund is scheduled to make a \$340,000 annual debt service payment to retire bonds issued to fund the 2004 golf course renovation. The final debt service payment for that bond issue is due in 2023.

The fund is also scheduled to make a \$310,000 annual debt service payment to retire bonds issued to fund the 2013 expansion of the driving range, parking lot, and clubhouse. The final debt service payment for that bond issue is due in 2033.

The golf course has generated sufficient profits during every fiscal year of operation to fully cover all debt service. 2014 was the first full year of operation with the expanded clubhouse. Cash reserves of more than \$1,470,000 are available to cover any short falls, and to fund future capital projects. The cash reserves were accumulated from prior year profits.

Profit - \$5,850,000 in profits have been earned in the 12 years since the 2004 golf course renovation. Those profits were used to make \$4,645,000 in debt service payments, reinvest \$1,280,000 in routine capital equipment replacement, and boost cash reserves for future capital replacement needs.

Revenue - Nationwide demand for golf weakened after September 11, 2001, and fell even more sharply following the 2008 recession. Rounds played and golf revenues are relatively flat for 2017, as the decline seems to be leveling off.

The number of golf rounds played at the Village Links and resulting revenues have varied widely in recent years, with weather being the main variable.

Future golf revenues are uncertain. Golf demand is stagnant. Revenues are held down by significant price competition stemming from an excessive number of golf courses operating in the market. Most public courses in the market are not-for-profit, and are subsidized by tax dollars.

The expanded food and beverage business has generated additional revenue, but much of this new revenue is offset by increased expenses. The track record of golf course food service operations in DuPage County is uneven, with virtually every golf course clubhouse requiring tax dollars to cover debt service.

Expenses - Cost containment efforts started in 2002 have allowed us to remain virtually flat in golf operations expenses from year to year. This containment of operating expense has kept the golf course profitable in spite of declining revenues.

2017 has been a good fourth full year of operations. Despite some unusual challenges, facility revenues have increased 2%. While golf has been relatively flat for the period, food and beverage operations have shown a moderate increase, most notable in the banquet business. We continue to refine cost efficiency in RESERVE 22, which will lead to maximization of profitability. We expect to be able to cover all expenses, including the restaurant portion of the debt service.

Summary - The Village Links/RESERVE 22 is well positioned. The course is popular and has an active clientele. The physical plant and equipment are in generally solid condition, and the facility improvements added in 2013 have been well received by our guests.

Storm Water Detention System

The Village Links is a golf course and a storm water detention system. Built in 1966 and expanded in 1973, the storm water detention system consists of twenty-four interconnected ponds: one pond at Lambert Lake, two at Panfish Park and twenty-one on the golf course.

Rain water entering the system at the northwest portion of the system flows from pond to pond via a series of underground storm drain pipes for more than a mile before leaving the golf course for the DuPage River.

The storm water is slowed as it moves from pond to pond. Silt debris washed from streets and sidewalks settles in the ponds before it can pollute downstream rivers. The water stored in the detention ponds is used to irrigate the golf course. The golf course turf filters the mildly polluted storm run-off water, cleaning it before it replenishes the aquifers below.

Since 1966, Village Links' revenues have paid for the maintenance and operation of the storm water detention system. During the 2004 golf course renovation, \$350,000 was spent on the main system, including pond expansion, silt removal, pipe replacement, and shoreline stabilization. In 2013, the capacity of the storm water detention system was increased to accommodate the expanded clubhouse. A pond was expanded, several acres of property were lowered, and new lake connector pipes were added at a cost of \$200,000.

Shoreline Stabilization - The storm water detention system has 6.4 miles of shoreline. Wave erosion causes the lake banks to fall into the water, increasing the water surface and reducing the water depth. Shoreline stabilization efforts initiated in the 1970's and 2000's have been effective.

Shoreline - Village Links Ponds - 4.9 miles

Shoreline - Panfish Park Ponds - 1.0 mile

Shoreline - Lambert Lake - .5 mile

Total Shoreline 6.4 miles

Silt Removal - Silt removal is a potentially significant expense over the next 20 years. Disposal of detention pond silt is expensive because concentrations of metals and fuels dropped onto roads by vehicles require that it be treated as a hazardous material.

Drain Pipe Replacement - Many of the original corrugated metal pipes that connect the golf course ponds were replaced in 2003. The new drain pipes (concrete or composite plastic) should last indefinitely.

Control Structure Replacement - Three concrete control structures are in fair condition for their age and will not be prohibitively expensive to replace in another 25-35 years.

2017 REVIEW

2014 was the first full season of operations in the new facility. We were able to cover our debt, execute some capital needs, and make a small contribution to our cash reserves. This was particularly challenging due to significant changes in key management positions. By contrast, 2017 will be a profitable year for both golf and food services. Revenues are up, slightly in golf, and more significantly in food and beverage services. The community seems to have warmed to the facility, as community groups are increasingly booking events at RESERVE 22. Most of the earlier service challenges have been met, and the facility is well on its way to another profitable season.

Grounds (Golf Course Maintenance)

Following a wet and cool spring, in which we aerated greens for the first time in many years, we began to see warming and drying out in July and August. Still, greens took longer to recover from the aeration process than expected. Along with the sub-par weather, this hampered already unreliable spring revenues. However, aggressive top-dressing and fungicide applications returned the golf course conditions to the fast, firm, and lush conditions our customers have come to expect.

Golf

Rounds of golf have remained relatively flat for the past three years. Extensive golf programming, in the form of nightly golf leagues, junior and adult lesson programs, and a variety of public events, keeps the Village Links as one of the busiest in the area. The recently expanded driving range has accommodated more patrons, as they appreciate the improved turf conditions.

Since we began accepting golf outings in 2008, our business and reputation have grown at a steady rate. In 2017, we hosted 99 golf outings. Many of our outings are less than 50 players, as groups struggled to fill their events. Still, golf outings improve our dollars per round, and offer advantageous exposure to many who are visiting for the first time. The Blue Heron Room has proven to be a good selling point, as many events take full advantage of the banquet facilities, and adjoining patio. The US Soccer Federation conducted a Foot Golf outing for the second consecutive year, and the American Foot Golf League hosted two qualifying events for its inaugural National Championship. Foot Golf generates about \$10,000 annually, with minimal associated costs.

Golf staff introduced PGA Jr. League golf in 2014. The initial summer league attracted 60 participants, and provided over \$10,000 in additional revenue, notably in green fees and driving range. In the past three seasons, the summer league filled with 72 participants, while the added fall league attracts around 40 juniors.

Pro Shop

Revenues from Pro Shop sales have little impact on the bottom line, as there is a high variable cost associated with the sale of merchandise. It is very difficult to compete with the big box stores, who can offer a wider variety at more attractive prices. We are continuing with an inventory reduction plan, which will focus on carrying mostly products with a higher turn rate, such as gloves, balls, and apparel, and reduce products with a long shelf presence, like golf clubs and other equipment.

Food and Beverage

Revenues

The popularity of RESERVE 22 continues to increase among Glen Ellyn residents, as well as nearby communities. The business has increased consistently, month to month, in each of the four main profit centers over calendar year 2014. Restaurant revenues took a hit in 2017, with the poor weather conditions of April, May, and June, hampering the attractiveness of outdoor dining, showing a relatively flat 2% decrease. The banquet business, however, continues at a steady, but slowing, growth rate of 15%

Expenses

The most challenging expenses to cover in the Food and Beverage operation is the business' prime cost, consisting of product costs plus payroll. With ever rising food costs, menu construction and pricing will continue to be a main focus. While all businesses struggle to comply with Affordable Care Act regulations, municipally owned facilities have the added challenge of managing pension regulations for its core staff. Limited available hours contribute to higher turnover, inconsistency in service levels, and training expenses. In addition, the Department of Labor is likely to impose an overtime expansion rule which will affect the way we compensate our management team. Exploring staffing alternatives, such as outsourcing labor, proved undesirable, as these types of arrangements carry high service costs, which negate the offset of pension, or overtime costs. Controlling prime costs will be a major component to continued profitability.

Debt Service

In 2002, the Village Links/RESERVE 22 Fund borrowed \$4,500,000 through a 20-year general obligation bond issue to help finance the golf course renovation. In November 2010, a bond refinancing was conducted to restructure this debt and take advantage of lower interest rates. Interest rates for this bond issue are 2% initially and top out at 3.9%. Annual principal and interest payments remain unchanged at about \$340,000. The bulk of the savings, about \$225,000, will be realized at the end of the issue, with a reduced final payment on January 1, 2023.

In October 2012, the Village Links/RESERVE 22 Fund borrowed an additional \$5,000,000 through a second 20-year general obligation bond issue, to help finance the new restaurant, bar, banquet room, and driving range. Interest rates for this bond issue are 2% initially and top out at 2.5%. Annual principal and interest payments are about \$310,000. The final payment on this bond issue will be made on January 1, 2033.

PREVIEW 2018

It will be a challenge to cover the debt service that funded these improvements with revenues generated from the facility. Every publicly owned golf course clubhouse built in the last 25 years in DuPage County has been supported with tax dollars. We are committed to retiring all of the related debt service with Village Links / RESERVE 22 operating profits. It is expected that it could take a few years for the business to mature so we can take full advantage of all of the opportunities of the newly configured Village Links. In the meantime, golf course cash reserves will ensure that debt payments are made without the use of tax monies.

Golf profitability will continue to be the key factor in the financial success of the Village Links. Green fees, cart fees, and driving range revenues will generate the bulk of the gross profits necessary to cover the outstanding debt service.

Food service is playing a much larger role than in the past. Food service revenues will continue to grow, as banquet sales and catering will contribute. Food Service will generate a significant amount of the gross profits required to cover the debt service.

The Village Links faces diverse competition from area golf courses. Many courses, desperate to generate cash flow, are offering green fees below their break-even point. Less drastic changes are expected from courses owned by local governments, many of whom subsidize golf like they do swimming pools and skating rinks. Some governments are getting out of the golf business, bringing in management companies that lower costs and/or services to the commodity level. At the other end of the spectrum, private clubs are dropping guest fees, member dues, and outing fees to compete with high end public courses.

The Village Links remains an excellent golf value due to superior course conditions and layout. Successful programming strategies and green fee specials outside of prime time help keep the course busier than most others in the area.

Primary Initiatives for 2018

Grounds

We must continue to be a great value in golf, by offering consistently superior playing conditions, as demanded by the golfing public. This must continue to be done efficiently, as revenues will dictate the amount of resources available to maintain the optimal conditions. Our full-time staff members are trained in all areas of golf course and grounds maintenance, and having five full-time members will ensure continuity and consistency.

Golf

Programmed Golf - We will continue to offer an exceptional amount of programmed golf at the Village Links in 2018, including leagues, tournaments, and instructional schools and classes. The upkeep of these events is crucial in guaranteeing a consistent revenue flow. We will also look for new revenue streams, such as Foot Golf, introduced at the end of 2014, to increase profitability.

Course Maximization - We will continue to try to maximize golf course utilization. The Golf Division has the job of scheduling the proper number of tee times, filling the tee times, getting the customers in those tee times started on time, and helping them move around the course in a reasonable amount of time. This is particularly crucial when we book smaller outing groups, who choose a shotgun start. The challenge is that over the years, with the increased distance golf balls are travelling, golf course capacity has been reduced. While we have historically teed off eight groups per hour, it is difficult now to tee off seven groups per hour.

Online Tee Times - Providing our guests 24/7 access to online tee times has been a popular addition. The use of this system is growing at a slow, but steady, rate. Our goal is to maximize the ease in which golfers can book our course. The electronic tee time system will help us automate communication with guests who have made tee time reservations.

Golf Outings - We must continue to increase the size and number of golf outings held in 2018. Marketing efforts conducted in 2014 and over the winter months has built a strong base of returning outside events. We will continue to look for ways to raise the revenues, by looking to offer more value added services. We will continue to build a reputation in the area as conducting professional, well run events. We must be conscious of the number of outings we book each year, so as not to alienate our regular customers and resident golfers, while maximizing profits.

Food & Beverage - RESERVE 22

Our new facility offers a variety of products to maximize revenues. We will continue to market and build RESERVE 22 as a destination restaurant that does not rely primarily on golfer traffic for its profits.

Staffing - We look to fine tune staffing levels to match seasonal sales volume and lower our labor cost as a percentage of revenue. Hiring the right people in key positions will assure us of providing outstanding service levels. We will be challenged by the prohibitive costs and restrictions of the IMRF pension program, and ACA.

Bar & Restaurant - We will continue to operate RESERVE 22 as a major bar and restaurant destination for lunch and dinner. We offer popular TV sports packages in the bar and live entertainment on weekends.

Banquet Room - The 150 guest Blue Heron Room is available for golf outing banquets and non-golf private parties. This room is also used for overflow dining when available. Special brunches are planned for

Easter, Mother's Day and Father's Day. One key factor in our success will be to make good use of our banquet and meeting rooms. Keeping those spaces productive will increase our profit percentages, as parties and meetings generally carry a lower overall variable cost as a percentage.

Board Room - The Board Room is available for groups of 8-20 that combine meetings with golf and a meal or for stand-alone meetings.

Stormwater Management

This budget provides \$38,500 to maintain three Village parks: Lambert Lake Nature Preserve, Co-Op Park and Panfish Park. These parks are part of the Village Links storm water detention system. Included

in the maintenance of Panfish Park is maintenance of walkways that run through the Waters Edge Condominium Association and connect to the park. Also included are new maintenance requirements with the addition of the new police station at Panfish Park.

Throughout the years, Village Links revenues have paid for over \$1,000,000 in park maintenance. Staff will continue to collaborate with the Public Works Department to maintain these parks, and make improvements as necessary.

Capital Projects

Our goal is to earmark \$175,000 annually for routine capital projects and equipment replacement. In 2018, \$169,000 is budgeted in capital expenditures.

While we have extended some equipment beyond their useful lives, our equipment and physical plant are in acceptable condition. If revenues permit, it will take most of the coming decade to get our equipment replacement program back on schedule.

IMRF - Retirement Fund Contributions

The employer portion of retirement fund contributions budgeted for 2018 is \$146,151, 10.34% of total regular wages. We have added a significant number of employees to IMRF in Food Services, in order to increase service consistency and minimize training costs and turnover.

Personnel Costs

The Department of Labor expanded the overtime regulations, which will re-define exempt status. This will have a significant impact on how we compensate our restaurant managers.

We will continue to attempt to minimize our exposure to state unemployment benefit claims. We cannot control those costs, but we can influence them through a variety of means including helping seasonal staff find other employment in the off season.

Proposed increases to the minimum wage will impact our cost for hourly employees. This will have a significant impact on Food and Beverage, and Golf. It will have a lesser impact in Grounds.

2018 GOALS

We have six major goals for 2018:

1 - Pace of Play - Have play move at a faster pace at the Village Links than at any comparable public golf course in the Chicago market. Improve customer awareness of their pace of play and our efforts to assist them on both the 18-hole and 9-hole courses.

2 - Course Conditions - Maintain the 18-hole course in superior condition. Maintain greens that are smoother and faster than those at most public golf courses.

3 - Revenue Growth - Rebuild golf revenues.

4 - Continue to Build the Food Service Business Increase restaurant, bar and banquet business that generates \$2,500,000 in annual revenue.

5 - Constrain Expenditures - Constrain expenditures to match revenues, without customers noticing the cutbacks.

6 - Generate Profit - Generate a gross profit to cover \$650,000 in debt service and \$169,000 in capital replacement.

Key Performance Indicators - We track the following Key Performance Indicators. Target performance levels are identified.

Total Revenue - \$5,500,000

Rounds Played - 72,000

Golf Revenue (Green Fees, Motor Carts, & Driving
Range, & Pro Shop) - \$3,000,000

Food Service - \$2,500,000

Controllable Food Service Expenses - Wages for seasonal / part time employees is 28-29% of revenue. The cost of products for resale, including beer / wine, food, and beverages, is a combined 33% of revenue. Prime Costs total 68-72% of revenues.

Keep Pace - 80% of golfers Keep Pace

On Time - Be on time (within seven minutes) for 90% of all rounds.

Stimpmeter (weekly) - Average 10.0, minimum 9.0 feet April 15 - November (9-hole course 1.0 foot slower).

VILLAGE OF GLEN ELLYN
2018 BUDGETFUND: VILLAGE LINKS / RESERVE 22 FUND
DEPARTMENT: VILLAGE LINKS / RESERVE 22

DESCRIPTION	2016 ACTUAL	2017 ORIG BUDGET	2017 REV BUDGET	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
VILLAGE LINKS GOLF REVENUES	\$ 2,845,528	\$ 2,997,000	\$ 2,997,000	\$ 2,934,398	\$ 3,001,000	0.1%
RESERVE 22 REVENUES	2,317,461	2,475,500	2,475,500	2,345,972	2,495,100	0.8%
TOTAL REVENUES	\$ 5,162,989	\$ 5,472,500	\$ 5,472,500	\$ 5,280,370	\$ 5,496,100	0.4%
ADMINISTRATION	\$ 342,572	\$ 341,598	\$ 341,598	\$ 384,613	\$ 388,853	13.8%
GOLF COURSE MAINTENANCE	749,367	832,446	832,446	784,220	854,925	2.7%
GOLF SERVICES	708,010	713,206	713,206	703,271	722,646	1.3%
FOOD SERVICES	2,150,391	2,176,975	2,176,975	2,166,543	2,243,966	3.1%
STORMWATER MANAGEMENT	20,694	38,537	38,537	53,890	38,415	-0.3%
PRO SHOP MERCHANDISE	166,849	186,158	186,158	153,831	176,845	-5.0%
MOTORIZED CARTS	48,970	51,619	51,619	43,731	48,620	-5.8%
MECHANICAL MAINTENANCE	162,269	165,692	165,692	149,450	164,290	-0.8%
TOTAL OPERATING EXPENSES	\$ 4,349,122	\$ 4,506,231	\$ 4,506,231	\$ 4,439,549	\$ 4,638,560	
TOTAL OPERATING CHANGE IN NET POSITION	\$ 813,867	\$ 966,269	\$ 966,269	\$ 840,821	\$ 857,540	-11.3%
DEPRECIATION	352,752	-	-	-	-	0.0%
AMORTIZATION	(1,547)	-	-	-	-	0.0%
GASB 68 PENSION EXPENSE	190,160	-	-	-	-	0.0%
DEBT SERVICE	156,971	655,146	655,146	655,146	652,096	-0.5%
CAPITAL OUTLAY	46,164	278,000	396,000	413,068	149,000	-46.4%
TOTAL CHANGE IN NET POSITION	\$ 69,367	\$ 33,123	\$ (84,877)	\$ (227,393)	\$ 56,444	70.4%
<u>Available Cash Analysis</u>						
Available, January 1, 2016	\$ 1,642,633					
Preliminary FY2017 inflow / (outflow)	\$ (227,393)					
Budgeted FY2018 inflow / (outflow)	\$ 56,444					
Projected Available, December 31, 2018	<u>\$ 1,471,684</u>					
Cash Reserve Policy (31% operating exp.)	\$ 1,438,000					
Amount Above Reserve Policy	<u>\$ 33,684</u>					

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES

									2018
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
5500 VILLAGE LINKS REVENUES									
5500	440550	GREEN FEES	\$ 1,800,477	\$ 1,850,000	\$ 1,850,000	\$ 1,801,534	\$ 1,850,000	0.0%	
5500	440554	PRO SHOP - SALES	175,844	205,000	205,000	181,940	195,000	-4.9%	
5500	440555	MOTOR CARTS	477,037	545,000	545,000	556,110	560,000	2.8%	
5500	440556	DRIVING RANGE	248,545	265,000	265,000	262,395	260,000	-1.9%	
5500	440557	RESIDENT CARDS	34,815	36,000	36,000	32,975	32,000	-11.1%	
5500	460100	INVESTMENT INCOME	4,487	4,000	4,000	6,750	9,000	125.0%	
5500	489000	MISCELLANEOUS REVENUE	104,642	92,000	92,000	92,694	95,000	3.3%	
5500	489100	MISCELLANEOUS - OVER/SHOR	(319)	-	-	-	-	0.0%	
TOTAL	VILLAGE LINKS REVENUES		\$ 2,845,528	\$ 2,997,000	\$ 2,997,000	\$ 2,934,398	\$ 3,001,000	0.1%	
5520 RESERVE 22 REVENUES									
5520	441100	FOOD	\$ 1,287,187	\$ 1,405,000	\$ 1,405,000	\$ 1,269,023	\$ 1,350,000	-3.9%	
5520	441101	LIQUOR	245,344	250,000	250,000	244,130	250,000	0.0%	
5520	441102	BEER	474,710	490,000	490,000	466,652	475,000	-3.1%	
5520	441103	WINE	190,081	195,000	195,000	194,825	200,000	2.6%	
5520	441104	NA BEVERAGES	93,606	110,000	110,000	94,117	100,000	-9.1%	
5520	441106	ROOM CHARGES	1,406	1,500	1,500	1,718	-	-100.0%	
5520	441107	SERVICE CHARGES	25,128	24,000	24,000	75,445	120,000	400.0%	
5520	489000	MISCELLANEOUS REVENUE	-	-	-	62	100	0.0%	
TOTAL	RESERVE 22 REVENUES		\$ 2,317,461	\$ 2,475,500	\$ 2,475,500	\$ 2,345,972	\$ 2,495,100	0.8%	
TOTAL	VILLAGE LINKS / RESERVE 22 REVENUES		\$ 5,162,989	\$ 5,472,500	\$ 5,472,500	\$ 5,280,370	\$ 5,496,100	0.4%	

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES**

ACCOUNTS FOR:	2018 BUDGET
5500 VILLAGE LINKS REVENUES	
5500 440550 - GREEN FEES	1,850,000
INCLUDES OPEN PLAY, OUTINGS, LEAGUES, AND FOOTGOLF	1,850,000
5500 440554 - PRO SHOP - SALES	195,000
GOLF SHOP MERCHANDISE SALES	195,000
5500 440555 - MOTOR CARTS	560,000
MOTOR CART RENTALS	560,000
5500 440556 - DRIVING RANGE	260,000
5500 440557 - RESIDENT CARDS	32,000
5500 460100 - INVESTMENT INCOME	9,000
INTEREST INCOME	9,000
5500 489000 - MISCELLANEOUS REVENUE	95,000
HANDICAPS	25,000
HAND CART RENTALS	20,000
JUNIOR GOLF LESSONS	10,000
GOLF CLUB & FOOTGOLF SOCCER BALL RENTALS	8,000
PERMANENT TIME REGISTRATION	7,000
MISCELLANEOUS OUTING REVENUE	6,000
LOCKER RENTALS	5,000
ADULT GROUP GOLF LESSONS	4,000
CLUB REPAIRS	4,000
SALES TAX (1.75% OF SALES TAX COLLECTED)	4,000
POND BALL RETRIEVAL	2,000
TOTAL VILLAGE LINKS REVENUES	3,001,000

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES**

ACCOUNTS FOR:	2018 BUDGET
5520 RESERVE 22 REVENUES	
5520 441100 - FOOD	1,350,000
INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND TAKE-OUT.	1,350,000
5520 441101 - LIQUOR	250,000
INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART	250,000
5520 441102 - BEER	475,000
INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART	475,000
5520 441103 - WINE	200,000
INCLUDES SALES FROM RESTAURANT/BAR BANQUETS AND OUTINGS	200,000
5520 441104 - NA BEVERAGES	100,000
INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART.	100,000
5520 441107 - SERVICE CHARGES	120,000
BANQUET FEES FOR BARTENDING AUDIO-VISUAL, DANCE, FLOOR RENTALS	120,000
5520 489000 - MISCELLANEOUS REVENUE	100
TOTAL RESERVE 22 REVENUES	2,495,100
TOTAL VILLAGE LINKS / RESERVE 22	5,496,100

FUND: VILLAGE LINKS / RESERVE 22

DEPARTMENT: ADMINISTRATION

									2018
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
55700 ADMINISTRATION									
55700	510100	SALARIES - PENSIONABLE	\$ 113,042	\$ 113,268	\$ 113,268	\$ 115,834	\$ 115,700	2.1%	
55700	510120	SALARIES - NON PENSIONABLE	-	-	-	12,739	23,400	0.0%	
55700	510400	FICA TAXES	8,202	8,665	8,665	9,836	10,690	23.4%	
55700	510500	IMRF EMPLOYER CONTRIBUTIONS	11,577	11,712	11,712	11,977	11,510	-1.7%	
55700	520600	DUES-SUBSCRIPTIONS-REG FEES	11,477	10,000	10,000	8,984	12,000	20.0%	
55700	520615	RECRUITING AND TESTING	-	-	-	1,426	-	0.0%	
55700	520620	EMPLOYEE EDUCATION	200	500	500	64	500	0.0%	
55700	520855	PAYING AGENT FEE	1,253	1,253	1,253	1,253	1,253	0.0%	
55700	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%	
55700	521055	PROFESSIONAL SERVICES - OTHER	10,249	4,300	4,300	3,900	10,000	132.6%	
55700	530100	OFFICE SUPPLIES	6,606	7,000	7,000	6,000	7,000	0.0%	
55700	540000	DEPRECIATION	352,752	-	-	-	-	0.0%	
55700	540100	AMORTIZATION	(1,547)	-	-	-	-	0.0%	
55700	551000	2010 REFUND BONDS PRINC	-	285,000	285,000	285,000	290,000	1.8%	
55700	551005	2010 REFUND BONDS INT	64,943	57,518	57,518	57,518	48,968	-14.9%	
55700	551130	2012 GO BONDS PRINCIPAL	-	225,000	225,000	225,000	230,000	2.2%	
55700	551135	2012 GO BONDS INTEREST	92,028	87,628	87,628	87,628	83,128	-5.1%	
55700	560200	PENSION EXPENSE	190,160	-	-	-	-	0.0%	
55700	570100	BUILDINGS	-	-	-	-	35,000	0.0%	
55700	580100	CAPITAL IMPROVEMENTS	4,150	-	-	-	-	0.0%	
55700	580110	EQUIPMENT/CAPITAL OUTLAY	42,014	278,000	396,000	441,068	114,000	-61.9%	
55700	590120	ACCOUNTING SERVICE CHARGE	89,000	91,000	91,000	91,000	110,000	20.9%	
55700	590600	TFR TO INSUR- HEALTH	15,768	17,300	17,300	17,000	17,600	1.7%	
55700	590610	TRF TO INSUR-GEN	75,200	76,600	76,600	76,600	69,200	-9.7%	
TOTAL	ADMINISTRATION		\$ 1,087,072	\$ 1,274,744	\$ 1,392,744	\$ 1,452,827	\$ 1,189,949	-18.1%	

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: ADMINISTRATION****ACCOUNTS FOR:****2018 BUDGET****55700 ADMINISTRATION****55700 510100 - SALARIES - PENSIONABLE****115,700**

GENERAL MANAGER

115,700

55700 510120 - SALARIES - NON PENSIONABLE**23,400**

MARKETING COORDINATOR

23,400

55700 510400 - FICA TAXES**10,690**

FICA (7.65%)

10,690

55700 510500 - IMRF EMPLOYER CONTRIBUTIONS**11,510**

IMRF (9.89%)

11,510

55700 520600 - DUES-SUBSCRIPTIONS-REG FEES**12,000**PRO-SHOPKEEPER SOFTWARE - POS & ANNUAL
SUPPORT

5,000

KEYSTONE MANAGEMENT - ANNUAL BURGLAR
ALARM

1,200

MAIL CHIMP - E-MAIL PROCESSING

900

CMAA - ANNUAL MEMBERSHIP

850

PGA - ANNUAL MEMBERSHIP

750

ADOBE ACROBAT PRO & IN-DESIGN SOFTWARE

540

SQUARESPACE - WEBSITE

312

NGF - ANNUAL MEMBERSHIP

250

RESTAURANTOWNER.COM SUBSCRIPTION

180

USGA - ANNUAL MEMBERSHIP

125

GLEN ELLYN CHAMBER OF COMMERCE - MEMBER
LISTING

100

WGA - ANNUAL MEMBERSHIP

50

IWGA - ANNUAL MEMBERSHIP

50

OTHER

1,693

55700 520620 - EMPLOYEE EDUCATION**500****55700 520855 - PAYING AGENT FEE****1,253**

BOND PAYING AGENT FEES

1,253

55700 521055 - PROFESSIONAL SERVICES - OTHER**10,000**

ARCHITECT FEES FOR CLUBHOUSE PROJECTS

10,000

55700 530100 - OFFICE SUPPLIES**7,000**

XEROX COPIER MACHINE - LEASE AND USAGE

5,500

OFFICE SUPPLIES, INCLUDING COPIER PAPER

1,420

DEPOSIT SLIPS

80

55700 551000 - 2010 REFUND BONDS PRINCIPAL**290,000**

2010 BONDS PRINCIPAL DUE 1/1/2019

290,000

GOLF COURSE RENOVATION

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: ADMINISTRATION****ACCOUNTS FOR:****2018 BUDGET****55700 ADMINISTRATION**

55700 551005 - 2010 REFUND BONDS INTEREST	48,968
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2010 BONDS INTEREST DUE 7/1/2018 & 1/1/2019	48,968
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GOLF COURSE RENOVATION	
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55700 551130 - 2012 GO BONDS PRINCIPAL	230,000
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2012 BONDS PRINCIPAL DUE 1/1/2019	230,000
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CLUBHOUSE RENOVATION	
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55700 551135 - 2012 GO BONDS INTEREST	83,128
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2012 BONDS INTEREST DUE 7/1/2018 & 1/1/2019	83,128
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CLUBHOUSE RENOVATION	
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55700 570100 - BUILDINGS	35,000
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RESTAURANT INTERIOR UPGRADE	35,000
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55700 580110 - EQUIPMENT/CAPITAL OUTLAY	106,000
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84" TRIM MOWER	33,000
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CUSHMAN TRUCKSTER	27,000
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LIGHTWEIGHT RANGE PICKER	15,000
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RANGE PICKER CART	13,000
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COMPUTER/SERVER UPGRADES	10,000
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FLAIL MOWER	8,000
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TURBINE MOWER	8,000
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55700 590120 - ACCOUNTING SERVICE CHARGE	110,000
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ACCOUNTING SERVICES, INCLUDING ACCOUNTS	110,000
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PAYABLE, PAYROLL AND BUSINESS OFFICE	
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COORDINATOR SALARY.	
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55700 590600 - TFR TO INSUR- HEALTH	17,600
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HEALTH INSURANCE CONTRIBUTIONS	17,600
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55700 590610 - TRF TO INSUR-GEN	69,200
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GENERAL INSURANCE TRANSFERS	69,200
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TOTAL ADMINISTRATION	1,189,949
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FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

									2018
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
55710 GOLF COURSE MAINTENANCE									
55710	510100	SALARIES - PENSIONABLE	\$ 334,773	\$ 351,000	\$ 351,000	\$ 351,000	\$ 362,000	3.1%	
55710	510120	SALARIES - NON PENSIONABLE	51,423	51,000	51,000	53,000	66,000	29.4%	
55710	510200	OVERTIME	224	-	-	1,500	2,500	0.0%	
55710	510400	FICA TAXES	28,756	30,753	30,753	31,020	32,940	7.1%	
55710	510500	IMRF EMPLOYER CONTRIBUTIONS	31,233	36,293	36,293	36,300	35,800	-1.4%	
55710	520600	DUES-SUBSCRIPTIONS-REG FEES	1,469	1,100	1,100	1,400	1,385	25.9%	
55710	520615	RECRUITING AND TESTING	495	500	500	500	500	0.0%	
55710	520620	EMPLOYEE EDUCATION	4,942	6,000	6,000	3,000	3,200	-46.7%	
55710	520630	STATE UNEMPLOYMENT CLAIMS	20,791	25,000	25,000	28,000	28,000	12.0%	
55710	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%	
55710	520970	MAINTENANCE-BUILDING & GROUNDS	10,183	10,000	10,000	7,500	10,000	0.0%	
55710	520980	MAINTENANCE-DRAIN & IRRIG	9,064	9,000	9,000	7,500	8,000	-11.1%	
55710	521195	TELECOMMUNICATIONS	3,156	4,000	4,000	3,000	3,000	-25.0%	
55710	521200	UTILITIES	29,711	33,000	33,000	28,000	28,000	-15.2%	
55710	530105	OPERATING SUPPLIES	31,888	40,000	40,000	20,000	35,000	-12.5%	
55710	530300	GAS AND OIL	17,944	30,000	30,000	20,000	25,000	-16.7%	
55710	530415	FERTILIZER	29,431	45,000	45,000	33,000	40,000	-11.1%	
55710	530425	LANDSCAPE SUPPLIES	18,708	25,000	25,000	22,000	25,000	0.0%	
55710	530435	SOD SEED SAND & GRAVEL	29,773	27,000	27,000	25,000	25,000	-7.4%	
55710	530440	TREATMENT COSTS & PESTICIDES	71,313	70,000	70,000	75,000	80,000	14.3%	
55710	530445	UNIFORMS	1,121	1,500	1,500	3,000	3,000	100.0%	
55710	590600	TRANSFER TO INSURANCE - HEALTH	22,971	36,300	36,300	34,500	40,600	11.8%	
TOTAL	GOLF COURSE MAINTENANCE		\$ 749,367	\$ 832,446	\$ 832,446	\$ 784,220	\$ 854,925	2.7%	

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

ACCOUNTS FOR:	2018 BUDGET
55710 GOLF COURSE MAINTENANCE	
55710 510100 - SALARIES - PENSIONABLE	362,000
GOLF COURSE SUPERINTENDENT (88%)	362,000
ASST. GOLF COURSE SUPERINTENDENT (60%)	
AND GROUNDS EMPLOYEES	
55710 510120 - SALARIES - NON PENSIONABLE	66,000
PART-TIME GROUNDS EMPLOYEES	66,000
55710 510200 - OVERTIME	2,500
55710 510400 - FICA TAXES	32,940
FICA (7.65%)	32,940
55710 510500 - IMRF EMPLOYER CONTRIBUTIONS	35,800
IMRF (9.89%)	35,800
55710 520600 - DUES-SUBSCRIPTIONS-REG FEES	1,385
GCSAA ANNUAL MEMBERSHIPS (3)	660
MAGCS ANNUAL MEMBERSHIPS (2)	350
AUDUBON ANNUAL MEMBERSHIP (AUDUBON	275
COOPERATIVE SANCTUARY PROGRAM)	
ILLINOIS DEPARTMENT OF AGRICULTURE -	100
PESTICIDE APPLICATION LICENSES	
55710 520615 - RECRUITING AND TESTING	500
INCLUDES JOB ADS, BACKGROUND CHECKS,	500
AND DRUG SCREENS.	
55710 520620 - EMPLOYEE EDUCATION	3,200
VARIOUS TRAINING, CONFERENCES	3,200
TRADE SHOWS	
55710 520630 - STATE UNEMPLOYMENT CLAIMS	28,000
55710 520970 - MAINTENANCE-BUILDING & GROUNDS	10,000
	10,000
55710 520980 - MAINTENANCE-DRAIN & IRRIG	8,000
	8,000
55710 521195 - TELECOMMUNICATIONS	3,000
PHONES, INTERNET AND WIFI SERVICES	3,000
55710 521200 - UTILITIES	28,000
ELECTRICITY, GAS AND WATER FOR	28,000
MAINTENANCE BLDG.	
ELECTRICITY TO OPERATE IRRIGATION SYSTEM.	

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

ACCOUNTS FOR:	2018 BUDGET
55710 GOLF COURSE MAINTENANCE	
55710 530105 - OPERATING SUPPLIES	35,000
INCLUDES OFFICE AND CLEANING SUPPLIES; GREEN AND TEE EQUIPMENT; WASTE CAN BAGS	35,000
55710 530300 - GAS AND OIL	25,000
	25,000
55710 530415 - FERTILIZER	40,000
INCLUDES FERTILIZER FOR GREENS, TEES DRIVING RANGE TEES, FAIRWAYS, ROUGHS. TIED TO PETRO COSTS.	40,000
55710 530425 - LANDSCAPE SUPPLIES	25,000
INCLUDES ANNUAL FLOWERS, MULCH, TREES AND SHRUBS.	25,000
55710 530435 - SOD SEED SAND & GRAVEL	25,000
INCLUDES SEED AND MIX TO REPAIR DIVOTS (DRIVING RANGE, FAIRWAYS & TEES) AND BUNKER SAND	25,000
55710 530440 - TREATMENT COSTS & PESTICIDES	80,000
INCLUDES TURF GROWTH REGULATORS FUNGICIDES, HERBICIDES, INSECTICIDES AND WETTING AGENTS.	80,000
55710 530445 - UNIFORMS	3,000
INCLUDES WORK BOOTS, PANTS, JACKETS COVERALLS, GLOVES, AND RAIN SUITS	3,000
55710 590600 - TRANSFER TO INSURANCE - HEALTH	40,600
HEALTH INSURANCE CONTRIBUTIONS	40,600
TOTAL GOLF COURSE MAINTENANCE	854,925

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: GOLF SERVICES

									2018
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
55720 GOLF SERVICES									
55720	510100	SALARIES - PENSIONABLE	\$ 260,963	\$ 265,000	\$ 265,000	\$ 241,688	\$ 265,000	0.0%	
55720	510120	SALARIES - NON PENSIONABLE	92,240	94,000	94,000	109,042	94,000	0.0%	
55720	510200	OVERTIME	1,276	1,000	1,000	2,184	2,000	100.0%	
55720	510400	FICA TAXES	26,361	27,540	27,540	27,000	27,620	0.3%	
55720	510500	IMRF EMPLOYER CONTRIBUTIONS	27,079	27,401	27,401	24,990	26,210	-4.3%	
55720	520600	DUES-SUBSCRIPTIONS-REG FEES	5,147	4,000	4,000	24,500	32,000	700.0%	
55720	520615	RECRUITING AND TESTING	1,297	1,500	1,500	1,200	1,200	-20.0%	
55720	520620	EMPLOYEE EDUCATION	-	6,600	6,600	4,000	4,400	-33.3%	
55720	520630	STATE UNEMPLOYMENT CLAIMS	7,301	9,000	9,000	4,224	6,000	-33.3%	
55720	520810	CREDIT CARD FEES	52,264	52,915	52,915	49,797	53,116	0.4%	
55720	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%	
55720	520900	POSTAGE & SHIPPING	3,735	5,000	5,000	2,120	4,000	-20.0%	
55720	520903	MARKETING	44,876	42,750	42,750	31,516	30,000	-29.8%	
55720	520905	PRINTING	9,108	10,300	10,300	3,170	9,000	-12.6%	
55720	520940	REPAIRS CLUBS	5,336	2,000	2,000	1,385	2,000	0.0%	
55720	520950	HANDICAPS FEES	20,680	20,000	20,000	19,728	20,000	0.0%	
55720	521055	PROFESSIONAL SERVICES - OTHER	-	-	-	-	-	0.0%	
55720	521195	TELECOMMUNICATIONS	8,441	10,000	10,000	6,993	9,000	-10.0%	
55720	521200	UTILITIES	28,487	30,900	30,900	30,445	30,000	-2.9%	
55720	530105	OPERATING SUPPLIES	78,113	65,000	65,000	78,587	65,000	0.0%	
55720	530445	UNIFORMS	2,576	3,000	3,000	4,602	4,000	33.3%	
55720	590600	TRANSFER TO INSURANCE - HEALTH	32,730	35,300	35,300	36,100	38,100	7.9%	
TOTAL	GOLF SERVICES		\$ 708,010	\$ 713,206	\$ 713,206	\$ 703,271	\$ 722,646	1.3%	

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: GOLF SERVICES****ACCOUNTS FOR:****2018 BUDGET**

55720 GOLF SERVICES	
55720 510100 - SALARIES - PENSIONABLE	265,000
DIRECTOR OF GOLF (90%)	265,000
HEAD GOLF PROFESSIONAL (90%)	
ASST GOLF PROFESSIONALS & 3 SUPERVISORS.	
55720 510120 - SALARIES - NON PENSIONABLE	94,000
PART-TIME, INCLUDING RANGER STARTERS	94,000
CASHIERS	
55720 510200 - OVERTIME	2,000
55720 510400 - FICA TAXES	27,620
FICA (7.65%)	27,620
55720 510500 - IMRF EMPLOYER CONTRIBUTIONS	26,210
IMRF (9.89%)	26,210
55720 520600 - DUES-SUBSCRIPTIONS-REG FEES	32,000
YAMATRACK GPS LEASE	27,500
PGA ANNUAL MEMBERSHIPS (7)	4,500
55720 520615 - RECRUITING AND TESTING	1,200
INCLUDES JOB ADS, BACKGROUND CHECKS	1,200
AND DRUG SCREENS	
55720 520620 - EMPLOYEE EDUCATION	4,400
PGA GOLF PROFESSIONAL TRAINING PROGRAM	4,400
55720 520630 - STATE UNEMPLOYMENT CLAIMS	6,000
55720 520810 - CREDIT CARD FEES	53,116
ETS CREDIT CARD PROCESSING FEES	53,116
55720 520900 - POSTAGE & SHIPPING	4,000
US POST OFFICE - POSTAGE FOR THREE	3,600
NEWSLETTERS	
UPS - SHIPPING CLUBS	400
55720 520903 - MARKETING	30,000
LEGENDARY MARKETING - WEBSITE, E-MAIL	10,500
SOCIAL MEDIA MARKETING) AND FACEBOOK.	
WXRT RADIO ADS	10,800
YELP - ON-LINE ADVERTISING	3,360
RULE 29 - THREE NEWSLETTERS	3,100
ILLINOIS JR GOLF ASSN - SPONSOR FEE	250
FACEBOOK	200
OTHER	1,790

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: GOLF SERVICES****ACCOUNTS FOR:****2018 BUDGET**

55720 GOLF SERVICES	
55720 520905 - PRINTING	9,000
PRINT THREE NEWSLETTERS	5,100
OTHER PRINTING, INCLUDING YARDAGE BOOKS	3,900
SCORE CARDS AND COUPONS	
 55720 520940 - REPAIRS CLUBS	 2,000
SUPPLIES TO REPAIR CLUBS. SEE MISC.	2,000
REVENUE LINE	
 55720 520950 - HANDICAPS FEES	 20,000
FEES CHARGED FOR HANDICAPPING SERVICE	20,000
BY CDGA.	
SEE MISC. REVENUE LINE (5500-489000).	
 55720 521195 - TELECOMMUNICATIONS	 9,000
PHONES, INTERNET, WI-FI, CABLE AND	9,000
ALARM SERVICES	
 55720 521200 - UTILITIES	 30,000
ELECTRICITY, GAS AND WATER	30,000
 55720 530105 - OPERATING SUPPLIES	 65,000
INCL DRIVING RANGE BALLS & BASKETS	65,000
SCORE CARDS, OUTING SUPPLIES	
OFFICE SUPP, JANITORIAL	
EQPT RENT	
 55720 530445 - UNIFORMS	 4,000
INCLUDES STAFF SHIRTS, HATS, AND NAME	4,000
TAGS.	
 55720 590600 - TRANSFER TO INSURANCE - HEALTH	 38,100
HEALTH INSURANCE CONTRIBUTIONS	38,100
 TOTAL GOLF SERVICES	 722,646

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: RESERVE 22

									2018	
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD		
55730 RESERVE 22										
55730	510100	SALARIES - PENSIONABLE	\$ 508,763	\$ 565,000	\$ 565,000	\$ 558,549	\$ 570,000	0.9%		
55730	510120	SALARIES - NON PENSIONABLE	339,466	340,000	340,000	331,817	358,500	5.4%		
55730	510200	OVERTIME	45,468	25,000	25,000	22,252	22,000	-12.0%		
55730	510399	TIPS PAID THROUGH PAYROLL	(3,094)	-	-	-	-	0.0%		
55730	510400	FICA TAXES	96,040	96,720	96,720	96,535	101,146	4.6%		
55730	510500	IMRF EMPLOYER CONTRIBUTIONS	69,714	58,421	58,421	57,760	56,380	-3.5%		
55730	520600	DUES-SUBSCRIPTIONS-REG FEES	9,331	12,000	12,000	4,959	9,440	-21.3%		
55730	520615	RECRUITING AND TESTING	7,716	5,000	5,000	9,710	5,000	0.0%		
55730	520620	EMPLOYEE EDUCATION	468	3,000	3,000	1,675	2,000	-33.3%		
55730	520630	STATE UNEMPLOYMENT CLAIMS	(1,482)	2,700	2,700	14,874	12,000	344.4%		
55730	520810	CREDIT CARD FEES	52,577	47,035	47,035	48,500	50,300	6.9%		
55730	520875	LIABILITY INS DEDUCTIBLE	1,909	2,000	2,000	1,562	1,600	-20.0%		
55730	520900	POSTAGE & SHIPPING	26	-	-	76	-	0.0%		
55730	520903	MARKETING	34,164	40,000	40,000	32,380	30,000	-25.0%		
55730	520904	ENTERTAINMENT	25,900	25,000	25,000	19,500	15,000	-40.0%		
55730	520905	PRINTING	183	1,000	1,000	-	500	-50.0%		
55730	521055	PROFESSIONAL SERVICES - OTHER	4,679	1,515	1,515	31,069	32,000	2012.2%		
55730	521195	TELECOMMUNICATIONS	5,150	4,794	4,794	5,345	5,000	4.3%		
55730	521200	UTILITIES	36,325	34,680	34,680	34,250	35,000	0.9%		
55730	530105	OPERATING SUPPLIES	72,034	79,560	79,560	78,750	75,000	-5.7%		
55730	530400	COGS - BEER	132,479	132,600	132,600	123,128	131,600	-0.8%		
55730	530401	COGS - WINE	77,842	64,260	64,260	49,854	78,000	21.4%		
55730	530402	COGS - LIQUOR	48,492	40,800	40,800	53,668	45,000	10.3%		
55730	530405	COGS - NA BEVERAGES	42,385	40,800	40,800	36,106	35,000	-14.2%		
55730	530410	DRY GOODS	10,941	14,280	14,280	10,656	12,000	-16.0%		
55730	530420	COGS - FOOD	459,214	469,200	469,200	447,009	445,500	-5.1%		
55730	530445	UNIFORMS	6,508	5,610	5,610	6,986	7,000	24.8%		
55730	530446	LINENS AND RENTALS	37,961	20,400	20,400	42,273	39,000	91.2%		
55730	590600	TRANSFER TO INSURANCE - HEALTH	29,233	45,600	45,600	47,300	70,000	53.5%		
TOTAL	RESERVE 22		\$ 2,150,391	\$ 2,176,975	\$ 2,176,975	\$ 2,166,543	\$ 2,243,966	3.1%		

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: RESERVE 22****ACCOUNTS FOR:****2018 BUDGET****55730 RESERVE 22****55730 510100 - SALARIES - PENSIONABLE****570,000**

FOOD & BEV DIRECTOR, EXEC CHEF

570,000

BANQ COORD, SERVERS

BARTENDERS, BUSSERS, COOKS &

DISHWASHERS.

55730 510120 - SALARIES - NON PENSIONABLE**358,500**

PART-TIME, INCLUDING HOSTS, SERVERS

358,500

BARTENDERS, BUSSERS, COOKS, DISHWASHERS

AND CONCESSIONS

55730 510200 - OVERTIME**22,000****55730 510400 - FICA TAXES****101,146**

FICA (7.65%). DECLARED TIPS ARE ALSO

101,146

TAXED.

55730 510500 - IMRF EMPLOYER CONTRIBUTIONS**56,380**

IMRF (9.89%)

56,380

55730 520600 - DUES-SUBSCRIPTIONS-REG FEES**9,440**

MUSIC LICENSES (3)

2,600

VILLAGE OF GLEN ELLYN - LIQUOR LICENSE

2,500

PARTENDER - BAR INVENTORY SUBSCRIPTION

1,800

DUPAGE COUNTY HEALTH DEPARTMENT - FOOD

1,100

PERMITS

YELP SEATME - ON-LINE RESERVATION

840

SYSTEM

ILLINOIS LIQUOR CONTROL

600

COMMISSION-LIQUOR LICENSE

55730 520615 - RECRUITING AND TESTING**5,000**

INCLUDES JOB ADS, BACKGROUND CHECKS

5,000

AND DRUG SCREENS.

55730 520620 - EMPLOYEE EDUCATION**2,000**

NATIONAL RESTAURANT ASSOCIATION TRADE

1,000

SHOW

OTHER

1,000

55730 520630 - STATE UNEMPLOYMENT CLAIMS**12,000****55730 520810 - CREDIT CARD FEES****50,300**

ETS CREDIT CARD PROCESSING FEES

50,300

55730 520875 - LIABILITY INS DEDUCTIBLE**1,600**

LIQUOR LIABILITY INSURANCE

1,600

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: RESERVE 22****ACCOUNTS FOR:****2018 BUDGET****55730 RESERVE 22****55730 520903 - MARKETING****30,000**

RULE 29 - WEBSITE, SOCIAL MEDIA, EMAIL

10,300

PRINT BROCHURES

ON-SITE PROMOTIONS

OUR TOWN - PRINT ADVERTISING

5,500

YELP - ON-LINE ADVERTISING

3,300

SIGHTS ON SERVICE - SECRET SHOPPER

2,400

FACEBOOK

2,000

DIRECTORIES - PRINT AND ON-LINE

1,800

OTHER

4,700

55730 520904 - ENTERTAINMENT**15,000**

LIVE INDOOR/OUTDOOR ENTERTAINMENT

15,000

55730 520905 - PRINTING**500**

PRINTING OF MENUS AND POSTERS

500

55730 521055 - PROFESSIONAL SERVICES - OTHER**32,000**HISTORIC PALM - CLEANING AND JANITORIAL
SERVICES

31,380

TEMPORARY STAFFING

620

55730 521195 - TELECOMMUNICATIONS**5,000**PHONES, INTERNET, WI-FI, AND CABLE
SERVICES

4,400

CELL PHONE STIPEND (1)

600

55730 521200 - UTILITIES**35,000**

ELECTRIC, GAS AND WATER

35,000

55730 530105 - OPERATING SUPPLIES**75,000**

INCLUDES TABLEWARE, GLASSWARE

75,000

KITCHENWARE, OFFICE SUPPLIES, JANITORIAL
AND SANITATION SUPPLIES**55730 530400 - COGS - BEER****131,600**BEER COSTS ARE EXPECTED TO BE 25 - 28%
OF BEER REVENUES

131,600

55730 530401 - COGS - WINE**78,000**WINE COSTS ARE EXPECTED TO BE 29 - 34%
OF WINE REVENUES

78,000

55730 530402 - COGS - LIQUOR**45,000**LIQUOR COSTS ARE EXPECTED TO BE 18 -
22% OF LIQUOR REVENUES.

45,000

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: RESERVE 22**

ACCOUNTS FOR:	2018 BUDGET
55730 RESERVE 22	
55730 530405 - COGS - NA BEVERAGES	35,000
NON-ALCOHOLIC BEVERAGE COSTS ARE	35,000
EXPECTED TO BE 29 - 33% OF NA BEVERAGE REVENUES.	
 55730 530410 - DRY GOODS	 12,000
INCLUDES DISPOSABLES INCLUDING NAPKINS	12,000
CUPS, STIRRERS	
AND TO-GO CONTAINERS.	
 55730 530420 - COGS - FOOD	 445,500
FOOD COSTS ARE EXPECTED TO BE 32 - 35%	445,500
OF FOOD REVENUES	
 55730 530445 - UNIFORMS	 7,000
INCLUDES CHEF CLOTHES, STAFF SHIRTS	7,000
APRONS AND NAME TAGS	
 55730 530446 - LINENS AND RENTALS	 39,000
INCLUDES LINENS SUCH AS TABLECLOTHS	39,000
NAPKINS RUNNERS & SPANDEX; ALSO INCLUDES	
DRY-CLEANING OF LINENS.	
 55730 590600 - TRANSFER TO INSURANCE - HEALTH	 70,000
HEALTH INSURANCE CONTRIBUTIONS	70,000
 TOTAL RESERVE 22	 2,243,966

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: STORMWATER MANAGEMENT

								2018	
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
55740 STORMWATER MANAGEMENT									
55740	510100	SALARIES - PENSIONABLE	\$ 15,859	\$ 28,000	\$ 28,000	\$ 38,000	\$ 28,000	0.0%	
55740	510400	FICA TAXES	1,205	2,142	2,142	2,910	2,145	0.1%	
55740	510500	IMRF EMPLOYER CONTRIBUTIONS	1,703	2,895	2,895	3,930	2,770	-4.3%	
55740	530435	SOD SEED SAND & GRAVEL	1,400	5,000	5,000	5,000	5,000	0.0%	
55740	590600	TRANSFER TO INSURANCE - HEALTH	527	500	500	4,050	500	0.0%	
TOTAL	STORMWATER MANAGEMENT		\$ 20,694	\$ 38,537	\$ 38,537	\$ 53,890	\$ 38,415	-0.3%	

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: STORMWATER MANAGEMENT

ACCOUNTS FOR:	2018 BUDGET
55740 STORMWATER MANAGEMENT	
55740 510100 - SALARIES - PENSIONABLE	28,000
GOLF COURSE SUPERINTENDENT (2%)	28,000
ASST GOLF COURSE SUPERINTENDENT (1%)	
AND GROUNDS EMPLOYEES.	
INCREASE DUE TO NEW POLICE STATION	
 55740 510400 - FICA TAXES	 2,145
FICA (7.65%)	2,145
 55740 510500 - IMRF EMPLOYER CONTRIBUTIONS	 2,770
IMRF (9.89%)	2,770
 55740 530435 - SOD SEED SAND & GRAVEL	 5,000
	5,000
 55740 590600 - TRANSFER TO INSURANCE - HEALTH	 500
HEALTH INSURANCE CONTRIBUTIONS	500
 TOTAL STORMWATER MANAGEMENT	 38,415

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: PRO SHOP

ORG	OBJECT	ACCOUNT DESCRIPTION							
			2016	2017	2017	2017	2018	2018	
			ACTUAL	ORIG BUD	REVISED BUD	PROJECTION	BUDGET	% CHG 2017	ORG BUD
55750 PRO SHOP MERCHANDISE									
55750	510100	SALARIES - PENSIONABLE	\$ 16,904	\$ 17,195	\$ 17,195	\$ 15,688	\$ 17,195	0.0%	
55750	510400	FICA TAXES	1,220	1,315	1,315	1,200	1,315	0.0%	
55750	510500	IMRF EMPLOYER CONTRIBUTIONS	1,722	1,778	1,778	1,620	1,700	-4.4%	
55750	520810	CREDIT CARD FEES	3,326	3,895	3,895	3,238	3,610	-7.3%	
55750	520945	COST OF GOODS SOLD	137,924	154,775	154,775	126,554	147,225	-4.9%	
55750	521195	TELECOMMUNICATIONS	1,216	1,800	1,800	1,369	1,500	-16.7%	
55750	530105	OPERATING SUPPLIES	900	1,500	1,500	112	-	-100.0%	
55750	590600	TRANSFER TO INSURANCE - HEALTH	3,637	3,900	3,900	4,050	4,300	10.3%	
TOTAL	PRO SHOP MERCHANDISE		\$ 166,849	\$ 186,158	\$ 186,158	\$ 153,831	\$ 176,845	-5.0%	

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: PRO SHOP****ACCOUNTS FOR:****2018 BUDGET**

55750 PRO SHOP MERCHANDISE	
55750 510100 - SALARIES - PENSIONABLE	17,195
DIRECTOR OF GOLF (10%) AND HEAD GOLF	17,195
PROFESSIONAL (10%)	
 55750 510400 - FICA TAXES	 1,315
FICA (7.65%)	1,315
 55750 510500 - IMRF EMPLOYER CONTRIBUTIONS	 1,700
IMRF (9.89%)	1,700
 55750 520810 - CREDIT CARD FEES	 3,610
ETS CREDIT CARD PROCESSING FEES	3,610
 55750 520945 - COST OF GOODS SOLD	 147,225
PRO SHOP COST OF GOODS SOLD IS EXPECTED	147,225
TO BE 75 - 80% OF PRO SHOP REVENUES.	
 55750 521195 - TELECOMMUNICATIONS	 1,500
PHONES	1,500
 55750 590600 - TRANSFER TO INSURANCE - HEALTH	 4,300
HEALTH INSURANCE CONTRIBUTIONS	4,300
 TOTAL PRO SHOP MERCHANDISE	 176,845

FUND: VILLAGE LINKS / RESERVE 22

DEPARTMENT: MOTORIZED CARTS

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55780 MOTORIZED CARTS								
55780	510100	SALARIES - PENSIONABLE	\$ -	\$ -	\$ -	1,254	\$ -	0.0%
55780	510120	SALARIES - NON PENSIONABLE	37,858	35,875	35,875	31,597	35,875	0.0%
55780	510200	OVERTIME	-	-	-	220	-	0.0%
55780	510400	FICA TAXES	2,896	2,744	2,744	2,530	2,745	0.0%
55780	510500	IMRF EMPLOYER CONTRIBUTIONS	-	-	-	130	-	0.0%
55780	530300	GAS AND OIL	8,216	13,000	13,000	8,000	10,000	-23.1%
TOTAL	MOTORIZED CARTS		\$ 48,970	\$ 51,619	\$ 51,619	\$ 43,731	\$ 48,620	-5.8%

FUND: VILLAGE LINKS/RESERVE 22**DEPARTMENT: MOTORIZED CARTS****ACCOUNTS FOR:****2018 BUDGET****55780 MOTORIZED CARTS****55780 510120 - SALARIES - NON PENSIONABLE****35,875**PART-TIME INCLUDING STARTERS, RANGERS
CASHIERS

35,875

55780 510400 - FICA TAXES**2,745**

FICA (7.65%)

2,745

55780 530300 - GAS AND OIL**10,000**

PLAN TO USE 450 GALLONS ANNUALLY.

10,000

TOTAL MOTORIZED CARTS**48,620**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

									2018
ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	% CHG 2017 ORG BUD	
55705 MECH MAINT - ADMIN									
55705	520975	MAINTENANCE-EQUIPMENT	\$ -	\$ 1,000	\$ 1,000	\$ 500	\$ 1,000	0.0%	
TOTAL	MECH MAINT - ADMIN		-	1,000	1,000	500	1,000	0.0%	
55715 MECH MAINT - GROUNDS									
55715	510100	SALARIES - PENSIONABLE	54,490	60,000	60,000	50,000	60,000	0.0%	
55715	510400	FICA TAXES	4,052	4,590	4,590	3,830	4,590	0.0%	
55715	510500	IMRF EMPLOYER CONTRIBUTIONS	5,718	6,204	6,204	5,170	5,935	-4.3%	
55715	520970	MAINTENANCE-BUILDING & GROUND	-	2,000	2,000	1,000	2,000	0.0%	
55715	520975	MAINTENANCE-EQUIPMENT	33,021	28,000	28,000	29,000	29,000	3.6%	
55715	530105	OPERATING SUPPLIES	15,495	20,000	20,000	18,000	19,000	-5.0%	
55715	590600	TRANSFER TO INSURANCE - HEALTH	5,900	5,700	5,700	9,700	5,900	3.5%	
TOTAL	MECH MAINT - GROUNDS		118,675	126,494	126,494	116,700	126,425	-0.1%	
55725 MECH MAINT - CLUBHOUSE									
55725	510100	SALARIES - PENSIONABLE	2,462	3,000	3,000	1,500	2,000	-33.3%	
55725	510400	FICA TAXES	182	230	230	115	155	-32.6%	
55725	510500	IMRF EMPLOYER CONTRIBUTIONS	257	310	310	155	200	-35.5%	
55725	520970	MAINTENANCE-BUILDING & GROUND	1,594	1,500	1,500	1,500	1,500	0.0%	
55725	520975	MAINTENANCE-EQUIPMENT	225	2,000	2,000	600	2,000	0.0%	
55725	530105	OPERATING SUPPLIES	156	-	-	150	-	0.0%	
55725	590600	TRANSFER TO INSURANCE - HEALTH	412	500	500	450	500	0.0%	
TOTAL	MECH MAINT - CLUBHOUSE		5,288	7,540	7,540	4,470	6,355	-15.7%	
55735 MECH MAINT - RESERVE 22									
55735	510100	SALARIES - PENSIONABLE	5,014	11,000	11,000	7,500	10,000	-9.1%	
55735	510400	FICA TAXES	368	842	842	575	765	-9.1%	
55735	510500	IMRF EMPLOYER CONTRIBUTIONS	519	1,137	1,137	775	990	-12.9%	
55735	520970	MAINTENANCE-BUILDING & GROUND	9,084	3,000	3,000	3,000	3,000	0.0%	
55735	520975	MAINTENANCE-EQUIPMENT	9,883	4,000	4,000	5,000	5,000	25.0%	
55735	530105	OPERATING SUPPLIES	1,145	500	500	500	500	0.0%	
55735	590600	TRANSFER TO INSURANCE - HEALTH	879	1,000	1,000	950	1,000	0.0%	
TOTAL	MECH MAINT - RESERVE 22		26,892	21,479	21,479	18,300	21,255	-1.0%	
55755 MECH MAINT - PRO SHOP									
55755	520975	MAINTENANCE-EQUIPMENT	60	300	300	100	300	0.0%	
TOTAL	MECH MAINT - PRO SHOP		60	300	300	100	300	0.0%	
55785 MECH MAINT - MOTORIZED CARTS									
55785	510100	SALARIES - PENSIONABLE	6,207	6,000	6,000	6,000	6,000	0.0%	
55785	510400	FICA TAXES	460	459	459	460	460	0.2%	
55785	510500	IMRF EMPLOYER CONTRIBUTIONS	651	620	620	620	595	-4.0%	
55785	520975	MAINTENANCE-EQUIPMENT	2,868	1,000	1,000	1,500	1,000	0.0%	
55785	530105	OPERATING SUPPLIES	417	-	-	-	-	0.0%	
55785	590600	TRANSFER TO INSURANCE - HEALTH	751	800	800	800	900	12.5%	
TOTAL	MECH MAINT - MOTORIZED		11,354	8,879	8,879	9,380	8,955	0.9%	
TOTAL	MECHANICAL MAINTENANCE		\$ 162,268	\$ 165,692	\$ 165,692	\$ 149,450	\$ 164,290	-0.8%	

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

ACCOUNTS FOR:	2018 BUDGET
55705 MECH MAINT - ADMIN	
55705 520975 - MAINTENANCE-EQUIPMENT	1,000
TOTAL MECH MAINT - ADMIN	1,000
 55715 MECH MAINT - GROUNDS	
55715 510100 - SALARIES - PENSIONABLE	60,000
GOLF COURSE SUPERINTENDENT (5%)	60,000
ASST. GOLF COURSE SUPERINTENDENT (30%) AND GROUNDS EMPLOYEES.	
 55715 510400 - FICA TAXES	4,590
FICA (7.65%)	4,590
 55715 510500 - IMRF EMPLOYER CONTRIBUTIONS	5,935
IMRF (9.89%)	5,935
 55715 520970 - MAINTENANCE-BUILDING & GROUNDS	2,000
 55715 520975 - MAINTENANCE-EQUIPMENT	29,000
GROUNDS EQUIPMENT REPAIR AND PARTS	29,000
 55715 530105 - OPERATING SUPPLIES	19,000
INCLUDES BATTERIES, FASTENERS, CLEANING SOLVENTS, CUTTING/TORCH WELDING AND SHOP SUPPLIES.	19,000
 55715 590600 - TRANSFER TO INSURANCE - HEALTH	5,900
HEALTH INSURANCE CONTRIBUTIONS	5,900
TOTAL MECH MAINT - GROUNDS	126,425
 55725 MECH MAINT - CLUBHOUSE	
55725 510100 - SALARIES - PENSIONABLE	2,000
GOLF COURSE SUPERINTENDENT (2%)	2,000
ASST. GOLF COURSE SUPERINTENDENT (1%) AND GROUNDS EMPLOYEES.	
 55725 510400 - FICA TAXES	155
FICA (7.65%)	155
 55725 510500 - IMRF EMPLOYER CONTRIBUTIONS	200
IMRF (9.89%)	200
 55725 520970 - MAINTENANCE-BUILDING & GROUNDS	1,500
HVAC AND BUILDING COMPONENT REPAIRS	1,500
 55725 520975 - MAINTENANCE-EQUIPMENT	2,000
REPAIRS TO BALL PICKER, RANGE BALL WASHER AND RANGE TRACTOR	2,000

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

ACCOUNTS FOR:	2018 BUDGET
55725 MECH MAINT - CLUBHOUSE	
55725 590600 - TRANSFER TO INSURANCE - HEALTH	500
HEALTH INSURANCE CONTRIBUTIONS	500
TOTAL MECH MAINT - CLUBHOUSE	6,355
55735 MECH MAINT - FOOD SERVICES	
55735 510100 - SALARIES - PENSIONABLE	10,000
GOLF COURSE SUPERINTENDENT (2%)	10,000
ASST GOLF COURSE SUPERINTENDENT (4%) & GROUNDS EMPL	
55735 510400 - FICA TAXES	765
FICA (7.65%)	765
55735 510500 - IMRF EMPLOYER CONTRIBUTIONS	990
IMRF (9.89%)	990
55735 520970 - MAINTENANCE-BUILDING & GROUNDS	3,000
HVAC AND BUILDING COMPONENT REPAIRS	3,000
RESTAURANT SYSTEM REPAIRS	
55735 520975 - MAINTENANCE-EQUIPMENT	5,000
RESTAURANT EQUIPMENT REPAIRS AND PARTS	5,000
55735 530105 - OPERATING SUPPLIES	500
55735 590600 - TRANSFER TO INSURANCE - HEALTH	1,000
HEALTH INSURANCE CONTRIBUTIONS	1,000
TOTAL MECH MAINT - FOOD SERVICES	21,255
55755 MECH MAINT - PRO SHOP	
55755 520975 - MAINTENANCE-EQUIPMENT	300
TOTAL MECH MAINT - PRO SHOP	300
55785 MECH MAINT - MOTORIZED CARTS	
55785 510100 - SALARIES - PENSIONABLE	6,000
GOLF COURSE SUPERINTENDENT (1%)	6,000
ASST GOLF COURSE SUPERINTENDENT (4%) & GROUNDS EMPL	
55785 510400 - FICA TAXES	460
FICA (7.65%)	460
55785 510500 - IMRF EMPLOYER CONTRIBUTIONS	595
IMRF (9.89%)	595
55785 520975 - MAINTENANCE-EQUIPMENT	1,000
GOLF CART REPAIRS AND PARTS	1,000
55785 590600 - TRANSFER TO INSURANCE - HEALTH	900
HEALTH INSURANCE CONTRIBUTIONS	900
TOTAL MECH MAINT - MOTORIZED CARTS	126,425

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2018 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>SY 14 Budgeted Employees</u>	<u>FY15 Budgeted Employees</u>	<u>FY16 Budgeted Employees</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>
Administration							
General Manager	FT	S	1.0	1.0	1.0	1.0	1.0
Marketing Coordinator	PT	E	-	-	-	-	0.45
			1.00	1.00	1.00	1.00	1.45
Grounds							
Golf Course Superintendent	FT	O	1.0	1.0	1.0	1.0	1.0
Assistant Golf Course Superintendent	FT	I	1.0	1.0	1.0	1.0	1.0
Grounds Supervisor I	FT	AI					1.0
Grounds Worker I	FT	A	3.0	3.0	3.0	3.0	2.0
Grounds Supervisor II	PT	AH	-	-	-	0.5	0.5
Grounds Worker II	PT	AD	-	-	-	0.1	0.1
Senior Grounds Technician II	PT	AF	-	-	-	1.3	1.3
Grounds Technician II	PT	AF				1.9	1.9
Specialized Laborer II	PT	AE	-	-	-	2.5	2.5
Grounds Worker III	PT	AD	-	-	-	0.5	0.5
Sr. Grounds Technician III	PT	AF	-	-	-	-	-
Specialized Laborer III	PT	AE	-	-	-	2.4	2.4
Seasonal Staff	PT	N/A	9.0	8.0	8.0	-	-
			14.0	13.0	13.0	14.2	14.2
Golf							
Assistant Recreation Director	FT	P	1.0	-	-	-	-
Director of Golf	FT	M	-	-	1.0	1.0	1.0
Head Golf Professional	FT	I	1.0	1.0	1.0	1.0	1.0
Assistant Golf Professional	FT	H	1.0	1.0	-	-	-
Assistant Golf Professional II	PT	AG	-	-	-	3.2	3.2
Golf Service Supervisor II	PT	AH	-	-	-	0.6	0.6
Golf Service Supervisor III	PT	AH	-	-	-	0.4	0.4
Housekeeping III	PT	AG	-	-	-	0.4	0.4
Cashier III	PT	AB	-	-	-	2.1	2.1
Starter/Ranger III	PT	AB	-	-	-	2.4	2.4
Outside Services Attendant III	PT	AB	-	-	-	1.8	1.8
Seasonal Staff	PT	N/A	9.5	9.5	9.5	-	-
			12.5	11.5	11.5	12.9	12.9

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2018 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>SY 14 Budgeted Employees</u>	<u>FY15 Budgeted Employees</u>	<u>FY16 Budgeted Employees</u>	<u>FY17 Budgeted Employees</u>	<u>FY18 Budgeted Employees</u>
Reserve 22							
Food & Beverage Manager	FT	H	1.0	-	-	-	-
Food & Beverage Director	FT	L	-	-	-	-	1.0
Executive Chef / Dir. Of Food & Bev	FT	L	1.0	1.0	1.0	1.0	-
Executive Chef	FT	C	-	-	-	-	1.0
Assistant Restaurant Manager	FT	AL	-	2.0	2.0	1.0	-
Event Planning & Sales Coordinator	FT	AL	-	-	-	1.0	1.0
Sous Chef	FT	C	-	-	1.0	1.0	1.0
Floor Supervisors	PT	AK	-	2.0	2.0	-	-
Supervisor II	PT	AI	-	-	-	1.9	1.9
Kitchen Coordinator II	PT	AI	-	-	-	0.7	0.7
Cook II	PT	AH	-	-	-	5.6	5.0
Busser II	PT	AC	-	-	-	1.7	1.7
Dishwasher II	PT	AC	-	-	-	1.3	1.3
Lead Server II	PT	AB	-	-	-	0.4	0.4
Server II	PT	AA	-	-	-	2.0	2.0
Bartender II	PT	AA	-	-	-	0.9	0.9
Banquet Captain II	PT	AI	-	-	-	0.4	0.4
Banquet Server II	PT	AA	-	-	-	0.3	0.3
Banquet Bartender II	PT	AA	-	-	-	0.3	0.3
Concession Worker II	PT	AB	-	-	-	0.3	0.3
Assistant Event Sales Coordinator	PT	AI	-	-	-	-	-
Special Events Intern	PT	AD	-	-	-	-	-
Supervisor III	PT	AI	-	-	-	0.5	0.5
Cook III	PT	AH	-	-	-	2.4	2.4
Dishwasher III	PT	AC	-	-	-	0.5	0.5
Busser III	PT	AC	-	-	-	5.1	5.1
Host III	PT	AE	-	-	-	2.1	2.1
Lead Server III	PT	AB	-	-	-	-	-
Server III	PT	AA	-	-	-	2.9	2.9
Bartender III	PT	AA	-	-	-	2.2	2.2
Banquet Captain III	PT	AI	-	-	-	-	-
Banquet Bartender III	PT	AA	-	-	-	-	-
Banquet Server III	PT	AA	-	-	-	-	-
Concession Worker III	PT	AB	-	-	-	1.3	1.3
Seasonal Staff ¹	PT	N/A	20.0	19.0	19.0	-	-
			22.0	24.0	25.0	36.8	36.2
TOTAL EMPLOYEES (Full-time Equivalents)			49.5	49.5	50.5	64.9	64.8
Full-time Number of Positions			11	11	12	12	12
Part-time Number of Positions			150	141	141	212	174

¹ Part-time FTE count has been recalculated to reflect the on-going part-time/seasonal staffing needs of the restaurant (Reserve 22) operations.

ATTACHMENT A
VILLAGE OF GLEN ELLYN
SCHEDULE OF AMENDMENTS

<u>Account</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
55700 570100	Buildings	93,370.00	Reserve22 Dining Room Renovation
Village Links/Reserve 22 Fund Subtotal:		<u>\$ 93,370.00</u>	
Village Total:		<u>\$ 93,370.00</u>	