

**VILLAGE OF
STEGER
BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

JANUARY 20, 2015

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. AWARDS, HONORS, AND SPECIAL RECOGNITIONS
- E. MINUTES OF PREVIOUS MEETING
- F. MINUTES OF THE APPROPRIATION HEARING JANUARY 5, 2015
- G. AUDIENCE PARTICIPATION
- H. REPORTS
 - 1. Administrator
 - 2. Department Heads
 - a. Public Infrastructure/Code Enforcement Director
 - b. Fire Chief
 - c. Police Chief
 - d. EMA Chief
 - e. Community Center Director
 - f. HR Director
 - g. Housing Director
 - 3. Attorney
 - 4. Treasurer
 - 5. Trustee/Liaison
 - 6. Clerk
 - 7. Mayor's Report
- I. PAYING OF THE BILLS
- J. CORRESPONDENCE

TUESDAY, JANUARY 20, 2015 BOARD OF TRUSTEE REGULAR MEETING AGENDA

K. OLD BUSINESS:

Discussion on the Finance Policy (tabled 10/20/14, 11/3/14, 11/17/14, 12/1/14 & 12/15/14)

ORDINANCE NO. 1085 AN ORDINANCE MAKING THE APPROPRIATION FOR THE CORPORATE PURPOSE OF THE VILLAGE OF STEGER, COUNTIES OF COOK AND WILL, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING ON THE THIRTY FIRST DAY OF DECEMBER, 2015 (TABLED 12/1/14 & 1/5/15)

Liquor License Application of Mahmood Lakha of 500 Food Mart at 500 West 34th Street. (TABLED 1/5/15)

L. NEW BUSINESS:

Mayoral Appointments to Boards and Commissions

Proven Business Systems Toshiba Recommendation

Results of the January 15th Bid Opening for Temporary Police Modifications.

Approval of Financing for Village Administrator's new vehicle

Recommendation from Police Chief Carl Mormann to transfer a 2008 Ford Explorer from the Police Department to the Fire Department.

A Comprehensive Quote from Stryker for an ambulance cot at a cost of \$18,805.15, to be paid for in part with grant funds.

Fadi Wireless temporary business license

M. ADJOURN TO CLOSED SESSION – Personnel and Contracts

5 ILCS 120/2 (c) (2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Open Meetings Act

5 ILCS 120/2 (c) (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees, pursuant to Section 2(c)(1) of the Open Meetings Act

N. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN CLOSED SESSION (If Necessary)

N. ADJOURNMENT

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF STEGER, WILL & COOK
COUNTIES, ILLINOIS

The Board of Trustees convened in regular session at 7:00 P.M. on this 5th day of January, 2015 in the Municipal Building of the Village of Steger with President Peterson in the Chair and presiding and Village Clerk Carmen S. Recupito, Jr. attending.

The Village Clerk called the roll and the following Trustees were present: Buxton, Skrezyna, Kozy, Sarek and Lopez. Trustee Perchinski was absent. Also present were HR Director Mary Jo Seehausen, Director of Public Infrastructure Dave Toepper, Community Center Director Diane Rossi, Village Administrator Mike Tilton, Fire Chief Nowell Fillion, EMA Chief Tom Johnston, Housing and Community Development Director Alice Peterson, Village Attorney Amber Munday and Police Chief Carl A. Mormann.

AWARDS, HONORS & SPECIAL RECOGNITIONS

Doing Your Best for Steger Pride Award presented to Robert Hensley by Steve Thurmond.

MINUTES

Trustee Lopez made a motion to approve the minutes as written. Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

AUDIENCE PARTICIPATION

An Audience member invited members of the Board, the Police and Fire Departments to attend the January 25th "Mid-Winter Cruise," a 5K run/walk in Park Forest. Flyers were distributed.

An Audience member inquired about a light fixture in Royal Oaks subdivision that's burned out. The fixture belongs to ComEd. Public Infrastructure Director Dave Toepper will contact the Steger ComEd representative to resolve the issue.

The same resident asked about the progress of the Miller Woods group collecting petition signatures regarding the Metropolitan Water Reclamation District. Mayor Peterson will discuss the project privately with the resident following the meeting.

Dean Gaffney thanked Director Toepper and the Department of Public Works for their "stellar attention" to a water problem he experienced at his property. Mr. Gaffney had "nothing but praise" for Public Works. They were "cordial, punctual and knowledgeable".

REPORTS

Village Administrator Mike Tilton reported that the bids will be opened January 15th for the Police Station renovation project.

Mr. Tilton and Director Toepper met with Bloom Township regarding Miller Woods. Mr. Tilton and Director Toepper expect to hear back from Joe Stanfa soon.

Mr. Tilton reported that according to IDNR, Steger falls \$7500 short in land value to continue with the bike trail project. He'll be talking with Bruce Hackel, as Mr. Hackel has the rest of the property on Steger Road.

The Enterprise application was filed on time with the State of Illinois. It should be a three month process before the Village hears back on the application.

Mr. Tilton also reported that the Planning Priorities grant should begin next week.

Fire Chief Nowell Fillion reported that in December, the Fire Department had 108 ambulance calls, 16 fire calls, received 3 mutual aid calls and gave mutual aid 10 times. 1,356 total calls for 2014.

The Fire Department is working on its 2015 training schedules. Chief Fillion reported that many firefighters are stepping up and participating in trainings. Firefighter Brian Peirce has enrolled in the EMT program and starts this week.

The Fire Department's new pickup trucks have been delivered. Lights are being installed.

A member of the Fire Department is donating a vehicle to the Department to be used for trainings.

The Fire Engine is again on line with the on line auction house to be sold.

Director of Public Infrastructure Dave Toepper had no report

Police Chief Carl A. Mormann referenced his weekly reports. Chief Mormann also stated that information has been added to the Village website, Village Facebook page and the Village marquee regarding "Law Enforcement Appreciation Day" Friday January 9th.

EMA Chief Tom Johnston reported in December EMA had 11 emergency callouts, 4 were mutual aid and 2 were for the Accident Reconstruction team from Chicago Heights. There were 9 patrols; one on Christmas Day and one on New Year's Eve for a total of 217 man hours in December.

Chief Johnston also reported that if a power outage occurs due to the extreme cold and snow the Community Center will be used as an emergency warming shelter.

Community Center Director Diane Rossi had no report.

HR Director Mary Jo Seehausen had no report.

Housing and Community Development Director Alice Peterson had no report for Housing and Community Development Committee, but thanked the Village Hall staff, Public Works and the Fire Department for assistance in delivery of the Christmas Baskets.

Village Attorney Amber Munday had no report.

Trustee Buxton presented the Treasurer's Report. (Attached to the Minutes)

TRUSTEES' REPORTS

Trustee Skrezyna reported that the final payment is being made to Call One. He thanked Mary Jo Seehausen, Mike Tilton and Dave Toepper for their efforts in making this happen.

Trustee Kozy wished everyone "Happy New Year"

Trustee Lopez had no report.

Trustee Sarek reported that Basketball will start its season this coming Saturday. Mrs. Rossi explained that the gym floor has not been repaired yet, due to the season. The repair will be scheduled around the Basketball season.

CLERK'S REPORT

The Clerk reported that the next Village Board meeting will be Tuesday, January 20, 2015. The Village Hall will be closed Monday, January 19th in observance of the Martin Luther King, Jr. Holiday.

PRESIDENT'S REPORT

Mayor Peterson announced he will have a State of the Village address at the next Board Meeting.

BILLS

Trustee Skrezyna made a motion to pay the bills as listed. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

OLD BUSINESS:

Trustee Lopez made a motion to table ORDINANCE NO. 1085 AN ORDINANCE MAKING THE APPROPRIATION FOR THE CORPORATE PURPOSE OF THE VILLAGE OF STEGER, COUNTIES OF COOK AND WILL, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING ON THE THIRTY FIRST DAY OF DECEMBER, 2015 (TABLED 12/1/14)

Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

At Mayor Peterson's suggestion, Trustee Lopez made a motion to accept the LOCIS 8 Time Entry. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Sarek made a motion to table indefinitely, the Business License Application of L & R Auto Sales at 3218 Chicago Road. Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

NEW BUSINESS:

Trustee Lopez made a motion to approve ORDINANCE NO. 1087 AN ORDINANCE AMENDING CHAPTER 2, SECTIONS 2-32, 2-104, AND 2-127 OF THE MUNICIPAL CODE OF STEGER, ILLINOIS REGARDING THE COMPENSATION OF CERTAIN OFFICIALS OF THE VILLAGE OF STEGER. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to approve ORDINANCE NO. 1088 AN ORDINANCE REVISING SECTION III OF THE EMPLOYEE PERSONNEL MANUAL REGARDING THE USE OF VACATION TIME FOR THE VILLAGE OF STEGER. Trustee Skrezyna seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to approve ORDINANCE NO. 1089 AN ORDINANCE AUTHORIZING REVISIONS TO THE HEALTH INSURANCE PLAN FOR THE VILLAGE OF STEGER. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to approve ORDINANCE NO. 1090 AN ORDINANCE ESTABLISHING A COMPENSATION SCHEDULE FOR THE EMPLOYEES AND NON-ELECTED OFFICIALS OF THE VILLAGE OF STEGER EFFECTIVE JANUARY 1, 2015. Trustee Skrezyna seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Sarek made a motion to approve the Metro Contract to begin February 1, 2015. Trustee Lopez seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion accept the MCSI Collection Contract, as recommended by Police Chief Mormann. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Trustee Sarek made a motion to table the Liquor License Application of Mahmood Lakha of 500 Food Mart at 500 West 34th Street. Trustee Lopez seconded the motion. Voice vote was called; all ayes. Motion carried. Mr. Lakha will provide further information to Administrator Tilton.

EXECUTIVE SESSION– to discuss personnel and contracts

Trustee Lopez made a motion to go into Executive Session to discuss personnel and contracts.

5 ILCS 120/2 (c) (2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Open Meetings Act

5 ILCS 120/2 (c) (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees, pursuant to Section 2(c)(1) of the Open Meetings Act.

Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

7:24pm

Roll was called and the following Trustees were in attendance; Buxton, Skrezyna, Kozy, Lopez, Sarek and Mayor Peterson. Meeting returned to regular session at

8:27pm

Mayor Peterson re appointed:

Mike Tilton	Village Administrator
Mary Jo Seehausen	HR Director
Nowell Fillion	Fire Chief
Diane Rossi	Community Center Director
Carl Mormann	Police Chief
Dave Toepper	Public Infrastructure Director
Tom Johnston	EMA Chief
Alice Peterson	Housing & Community Development Director
G&W Associates, PC	Finance Director and Treasurer
Brian Driscoll	Hearing Officer
DelGaldo Law Group	Village Attorney
Law Office of Dennis Giannopoulos	Corporate Attorney/Prosecutor
Al Ronan	Lobbyist
Luanne Thurmond	Pension Board

Trustee Lopez made a motion to approve the Mayor's appointments. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Mayor Peterson then re-appointed all Trustees back to their current Trustee liaison roles:

Trustee Buxton	Finance
Trustee Skrezyna	Public Infrastructure
Trustee Kozy	EMA
Trustee Lopez	HR
Trustee Sarek	Recreation
Trustee Perchinski	Fire & Police

Trustee Skrezyna made a motion to approve the Mayor's Trustee Liaison appointments. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez and Sarek. Mayor Peterson voted aye. Motion carried.

Mayor Peterson will make appointments to Boards and Committees at the next Board Meeting.

ADJOURNMENT

There being no further business to discuss, Trustee Kozy moved that the meeting adjourn. Trustee Lopez seconded the motion. Voice vote; all ayes. Motion carried.

MEETING ADJOURNED AT 8:29pm

Kenneth A. Peterson, Jr., Village President

Carmen S. Recupito, Jr., Village Clerk

**MINUTES OF THE 2015 APPROPRIATION HEARING
OF THE
VILLAGE OF STEGER,
WILL & COOKCOUNTIES, ILLINOIS**

The Board of Trustees convened at 6:45 P.M. on this 5th day of January, 2015 in the Municipal Building of the Village of Steger with President Peterson in the Chair and presiding and Village Clerk Carmen S. Recupito, Jr. attending.

The Village Clerk called the roll and the following Trustees were present: Buxton, Skrezyna, Kozy, Lopez and Sarek.

Mayor Peterson explained that the hearing was in regard to the 2015 Appropriation and that all trustees have copies. The Appropriation runs through December 31, 2015.

Mayor Peterson opened the floor to comments from the audience. There were no questions or comments from the audience.

Trustee Lopez made a motion to adjourn the hearing, as approval of the appropriation will come at a later date. Trustee Sarek seconded the motion. Voice vote was called; all ayes.

Meeting adjourned at 6:47pm.

Kenneth A. Peterson, Jr., Village President



Carmen S. Recupito, Jr. Village Clerk

VILLAGE OF STEGER

PUBLIC HEARING AGENDA

Monday, January 5th, 2015

6:45 p.m.

Agenda for the public hearing concerning the adoption of the 2015 Appropriation Ordinance and a Certified Estimate of Revenues by Source for the Village of Steger to be held on the above stated date and time at the Steger Village Hall, which is located at the address commonly known as 3320 Lewis Avenue, Steger, Illinois.

1. CONVENING OF MEETING

1.0 Call to Order

1.1 Roll Call

2. PUBLIC HEARING REGARDING THE PROPOSED ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND A CERTIFIED ESTIMATE OF REVENUES BY SOURCE

3. ADJOURNMENT

The regularly-scheduled meeting of the President and Board of Trustees of the Village of Steger will convene immediately following the adjournment of this public hearing.

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
EXCEL ELECTRIC INC	118233	01-00-31401		ELECTRICAL MAINT	2312.81
GUARANTEED TECHNICAL SERV & CONSULT INC	2012389	01-00-32901		COMPUTER SUPPORT	1052.52
LOCIS	36019-REPL	01-00-32901		REPLACE CH#62987	235.00
COMED	22049 0115	01-00-33102		MONTHLY SERVICE	321.05
COMED	24002 0115	01-00-33102		MONTHLY SERVICE	497.12
COMED	73007 0115	01-00-33102		MONTHLY SERVICE	243.32
COMED	80004 0115	01-00-33102		MONTHLY SERVICE	31.47
COMED	810011214	01-00-33102		MONTHLY SERVICE	43.72
ALPINE VALLEY WATER, INC.	73313	01-00-33500		DRINKING WATER	29.50
LOCIS	36065-REPL	01-00-33500		OFFICE SUPPLIES	164.50
WALTON OFFICE SUPPLY	286766-0	01-00-33500		OFFICE SUPPLIES	17.86
WALTON OFFICE SUPPLY	286852-0	01-00-33500		OFFICE SUPPLIES	71.34
WALTON OFFICE SUPPLY	286852-1	01-00-33500		OFFICE SUPPLIES	208.18
WALTON OFFICE SUPPLY	286902-0	01-00-33500		OFFICE SUPPLIES	73.32
WALTON OFFICE SUPPLY	286861-0	01-00-33501		OFFICE SUPPLIES	122.62
ABSOLUTE BEST CLEANING SERVICES, INC.	12326	01-00-33502		DECEMBER SERVICE	657.14
POSTMASTER	PERMIT #1	01-00-33600		PERMIT #1	55.00
COMCAST BUSINESS	33406414	01-00-33700		MONTHLY SERVICE	412.22
VERIZON WIRELESS	9738307080	01-00-33700		MONTHLY SERVICE	546.60
PROSHRED SECURITY	100052677	01-00-33900		SHRED SERVICE	45.00
OLD PLANK TRAIL COMMUNITY BANK	2015 SAFE DEPOS	01-00-33901		SAFE DEPOSIT BOX	100.00
T & T BUSINESS SYSTEMS, INC.	79694	01-00-33901		COPIER LEASE	141.00
COUNTY LINE PET HOSPITAL, P.C	123114	01-00-34600		FINANCE CHARGES	2.68
LOCIS	36148	01-00-34900		FISCAL YEAR CONVE	635.00
SOUTHTOWN STAR-SUN TIMES MEDIA	0000280819	01-00-35300		P.D. TEMPORARY MO	163.52
SOUTHTOWN STAR-SUN TIMES MEDIA	0000280819	01-00-35700		APPROPRIATION	43.80
SOUTHTOWN STAR-SUN TIMES MEDIA	0000280819	01-00-35700		3320 LEWIS BACK T	1944.72
FORTE	18254	01-00-38900		WARRANTY FEES	5.00
NOTARY PUBLIC ASSOCIATION	RECUPITO 2015	01-00-38901		RECUPITO NOTARY R	49.00

A / P W A R R A N T L I S T

REGISTER # 570

DATE: 01/15/15

Thursday January 15, 2015

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
CANON FINANCIAL SERVICES, INC	14482573	01-00-41100		LASERFISCHE	1158.00
TOTAL FOR FUND 01		DEPT. 00			11383.01
C.O.P.S. AND F.I.R.E. PERSONNEL TESTING	103106	01-02-34202		POLICE TESTING	900.00
C.O.P.S. AND F.I.R.E. PERSONNEL TESTING	103099	01-02-34203		POLICE TESTING	320.00
VERIZON WIRELESS	9738307080	01-02-38900		MONTHLY SERVICE	18.02
TOTAL FOR FUND 01		DEPT. 02			1238.02
DRISCOLL, BRIAN	2014-12	01-06-34550		HEARING OFFICER	200.00
MUNICIPAL SYSTEMS, INC	10566	01-06-34901		MUN'L OFFENSE SYS	875.00
TOTAL FOR FUND 01		DEPT. 06			1075.00
VERIZON WIRELESS	9738307080	01-07-33700		MONTHLY SERVICE	60.07
DRISCOLL, BRIAN	2014-12	01-07-34550		HEARING OFFICER	200.00
MUNICIPAL SYSTEMS, INC	10565	01-07-34902		MOVE/ABC	360.00
TOTAL FOR FUND 01		DEPT. 07			620.07
TOTAL FOR FUND 01					14316.10
EASTCOM	FEBRUARY 2015	02-00-31801		RADIO MAIN	46.50
BRACKMAN & COMPANY	054571	02-00-31805		VEHICLE MAINT	109.44
NICOR GAS	30319 6 1214	02-00-33200		MONTHLY SERVICE	518.55
HERITAGE F/S, INC.	65389	02-00-33300		DIESEL	551.79
MENARDS - MATTESON	72374	02-00-33501		SHOP SUPPLIES	4.49
MENARDS - MATTESON	72388	02-00-33501		SHOP SUPPLIES	19.96
MENARDS - MATTESON	72790	02-00-33501		SHOP SUPPLIES	48.97
POSTMASTER	PERMIT #1	02-00-33600		PERMIT #1	55.00

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
VERIZON WIRELESS	9738307080	02-00-33700		MONTHLY SERVICE	118.70
CYLINDER MAINTENANCE AND SUPPLY	3353	02-00-33702		MEDICAL OXYGEN	32.75
KURTZ AMBULANCE SERVICE INC	102	02-00-34250		MONTHLY SERVICE	18693.25
MEDICAL REIMBURSEMENT SERVICES INC	3799	02-00-34251		COLLECTIONS DEC.	730.05
EASTCOM	FEBRUARY 2015	02-00-34252		DISPATCH SERVICE	3412.00
FIRE DEPARTMENT TRAINING NETWORK	15241	02-00-38901		MEMBERSHIP RENEWA	48.00
TOTAL FOR FUND 02 DEPT. 00					24389.45
TOTAL FOR FUND 02					24389.45
BUTKUS, TAMARA	20920	03-30-29200		REFUND RENTAL FEE	150.00
PETTY CASH	78916	03-30-32900		LAUNDRY	8.50
COMED	19001 0115	03-30-33100		MONTHLY SERVICE	43.04
ACE HARDWARE IN STEGER	123114	03-30-33500		OFFICE SUPPLIES	7.74
WALTON OFFICE SUPPLY	286548-1	03-30-33500		OFFICE SUPPLIES	6.99
ABSOLUTE BEST CLEANING SERVICES, INC.	12326	03-30-33502		DECEMBER SERVICE	985.72
PEDERSOLI, JODI	010815	03-30-33504.01		AEROBICS INSTRUCT	200.00
MADSEN, AMY	120914	03-30-33504.10		ZUMBA/KICK BUTT	35.00
VERIZON WIRELESS	9738307080	03-30-33700		MONTHLY SERVICE	28.06
KONICA MINOLTA PREMIER	44087014	03-30-33703		COPIER LEASE	95.19
SMITHEREEN COMPANY	1090037	03-30-33703		MONTHLY SERVICE	57.00
PETTY CASH	0312-3	03-30-38899		DESSERT SR. LUNCH	120.75
EXCLUSIVE INTERIORS	001650	03-30-38950		HOLIDAY DECORATIO	300.00
TOTAL FOR FUND 03 DEPT. 30					2037.99
COMED	66000 0115	03-31-33100		MONTHLY SERVICE	275.80
COMED	82008 0115	03-31-33100		MONTHLY SERVICE	144.07
NICOR GAS	51000 1 122914	03-31-33200		MONTHLY SERVICE	70.58

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DIST

DESCRIPTION

TOTAL FOR FUND 03

DEPT. 31

490.45

TOTAL FOR FUND 03

2528.44

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT	DIST
TRI ELECTRONICS	194088	04-00-31801			204.00	
JAMES HERR & SONS	95630	04-00-31805			40.00	
SAUK TRAIL CAR WASH	DECEMBER 2014	04-00-31805			124.95	
SCOTT'S-U-SAVE	361222	04-00-31805			25.00	
PROSHRED SECURITY	100052676	04-00-32900			45.00	
GUARANTEED TECHNICAL SERV & CONSULT INC	2012389	04-00-32901			90.00	
HERITAGE F/S, INC.	65390	04-00-33300			2008.81	
MARTIN-WHALEN OFFICE SOLUTIONS INC	482281-BAL	04-00-33500			3.00	
WALTON OFFICE SUPPLY	286896-0	04-00-33500			202.58	
WALTON OFFICE SUPPLY	286905-0	04-00-33500			273.34	
ABSOLUTE BEST CLEANING SERVICES, INC.	12326	04-00-33502			657.14	
POSTMASTER	PERMIT #1	04-00-33600			55.00	
COMCAST	010315	04-00-33700			118.48	
VERIZON WIRELESS	9738307080	04-00-33700			692.22	
COMCAST	010315	04-00-33701			129.90	
LEXISNEXIS RISK DATA MANAGEMENT	20141231	04-00-33703			32.00	
ACE HARDWARE IN STEGER	123114	04-00-33900			8.98	
MARTIN-WHALEN OFFICE SOLUTIONS INC	510192	04-00-33901			89.25	
MW LEASING COMPANY LLC	L102333	04-00-33901			484.10	
EASTCOM	FEBRUARY 2015	04-00-34252			19540.00	
RAY O'HERRON CO INC	1473554-IN	04-00-37302			34.00	
RAY O'HERRON CO INC	1473555-IN	04-00-37302			129.00	
RAY O'HERRON CO INC	1473557-IN	04-00-37302			324.00	
ILLINOIS ASSOCIATION OF CHEIFS OF POLICE	8581	04-00-38700			99.00	
OLD PLANK TRAIL COMMUNITY BANK	33342#28	04-00-40000			2670.62	

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DESCRIPTION

DIST

OLD PLANK TRAIL COMMUNITY BANK
33342#28

04-00-41000

4 SQUADS INTEREST

200.12

TOTAL FOR FUND 04

DEPT. 00

28280.49

TOTAL FOR FUND 04

28280.49

THORN CREEK BASIN SANITARY DISTRICT

DECEMBER 2014	06-00-15800	MONTHLY USER FEE	33823.87
BRITES TRANSPORTATION LTD 17577	06-00-31204	PATCHING	680.06
BRITES TRANSPORTATION LTD 17605	06-00-31204	PATCHING	1008.50
M.E. SIMPSON CO., INC. 26363	06-00-31204	LOCATE 86 W. 34TH	375.00
EXCEL ELECTRIC INC 118233	06-00-31501	ELECTRICAL MAINT	2312.82
ACE HARDWARE IN STEGER 123114	06-00-31503	TANKS MAINT	195.59
EXCEL ELECTRIC INC 118226	06-00-31504	LOCATE 86 W.34TH	240.00
M&J UNDERGROUND, INC M14-0750	06-00-31504.01	MAINT TO MAINS	8406.25
ACE HARDWARE IN STEGER 123114	06-00-31805	VEHICLE MAINT	12.58
SAUK TRAIL CAR WASH DECEMBER 2014	06-00-31805	VEHICLE WASH	37.90
NICOR GAS 1000 2 010615	06-00-33200	MONTHLY SERVICE	97.68
NICOR GAS 55-1000 1 1214	06-00-33200	MONTHLY SERVICE	170.19
HERITAGE F/S, INC. 65388	06-00-33300	GASOINE	540.11
HERITAGE F/S, INC. 65391	06-00-33300	GASOLINE	594.85
ACE HARDWARE IN STEGER 123114	06-00-33501	SHOP SUPPLIES	71.60
AIRGAS NORTH CENTRAL 9035078068	06-00-33501	SHOP SUPPLIES	23.61
ALPINE VALLEY WATER, INC. 73314	06-00-33501	DRINKING WATER	17.50
POSTMASTER PERMIT #1	06-00-33600	PERMIT #1	55.00
SPECIALTY SHIPPING & CRATING 15005	06-00-33600	SHIPPING WTR SAMP	52.80
VERIZON WIRELESS 9738307080	06-00-33700	MONTHLY SERVICE	318.23
UNIFIRST CORPORATION 062 0101247	06-00-33800	WEEKLY SERVICE	63.76
UNIFIRST CORPORATION 062 0102270	06-00-33800	WEEKLY SERVICE	75.84
UNIFIRST CORPORATION 062 0103272	06-00-33800	WEEKLY SERVICE	63.76
UNIFIRST CORPORATION 062 0104289	06-00-33800	WEEKLY MAINT	75.83

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GUARANTEED TECHNICAL SERV & CONSULT INC	2012389	06-00-34900		COMPUTER SUPPORT	780.00
CDW GOVERNMENT INC	RQ42424	06-00-37900		COMPUTER	2211.92
JULIE, INC	2014-1556 #4	06-00-38902		2014 4TH QTR ASSE	400.23
JULIE, INC	2015-1584	06-00-38902		JULIE CORRESPONDE	694.14
TOTAL FOR FUND 06		DEPT. 00			53399.62
TOTAL FOR FUND 06				53399.62	
MERTS HVAC	076894	07-00-31100		BLDG MAINT	421.00
MERTS HVAC	077397	07-00-31100		BLDG MAINT	549.00
REPUBLIC SERVICES	0721-004654491	07-00-31200		STREET SWEEPING	4500.00
DESIDERIO LANDSCAPING LLC	8164	07-00-31214		TREE TRIM/REMOVAL	42960.00
O'REILLY AUTO PARTS	3414-328601	07-00-31700		EQUIPMENT MAINT	4.74
B & K EQUIPMENT COMPANY	17948	07-00-31805		VEHICLE MAINT	1030.06
MONARCH AUTO SUPPLY INC	6981-283509	07-00-31805		VEHICLE MAINT	39.96
MONARCH AUTO SUPPLY INC	6981-284257	07-00-31805		VEHICLE MAINT	266.26
MONARCH AUTO SUPPLY INC	6981-284258	07-00-31805		BATTER CORE RETUR	34.00-
O'REILLY AUTO PARTS	3414-326599	07-00-31805		VEHICLE MAINT	6.57
RUSH TRUCK CENTER-GARY	96403458	07-00-31805		VEHICLE MAINT	146.80
T.R.L. TIRE SERVICE CORP	10473	07-00-31805		VEHICLE MAINT	28.89
T.R.L. TIRE SERVICE CORP	10570	07-00-31805		VEHICLE MAINT	20.00
NICOR GAS	51000 3 1214	07-00-33200		MONTHLY SERVICE	1242.73
HERITAGE F/S, INC.	65388	07-00-33300		GASOINE	540.10
HERITAGE F/S, INC.	65389	07-00-33300		DIESEL	162.29
HERITAGE F/S, INC.	65391	07-00-33300		GASOLINE	432.55
HERITAGE F/S, INC.	65403	07-00-33300		OIL	291.25
ACE HARDWARE IN STEGER	123114	07-00-33501		SHOP SUPPLIES	197.45
AIRGAS NORTH CENTRAL	9035078068	07-00-33501		SHOP SUPPLIES	23.60
ALPINE VALLEY WATER, INC.	73314	07-00-33501		DRINKING WATER	17.50

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
CRETE LUMBER & SUPPLY CO D5991		07-00-33501		SHOP SUPPLIES	10.08	
CYLINDER MAINTENANCE AND SUPPLY 3388		07-00-33501		ACETYLENE	15.00	
FASTENAL COMPANY ILSTE121764		07-00-33501		SHOP SUPPLIES	5.19	
FASTENAL COMPANY ILSTE121785		07-00-33501		SHOP SUPPLIES	15.88	
FASTENAL COMPANY ILSTE121831		07-00-33501		SHOP SUPPLIES	75.12	
MENARDS - MATTESON 71778		07-00-33501		SHOP SUPPLIES	239.74	
O'REILLY AUTO PARTS 3414 328595		07-00-33501		SHOP SUPPLIES	18.99	
COMCAST 010115		07-00-33700		MONTHLY SERVICE	39.90	
DACAV INDUSTRIES 2482		07-00-33800		UNIFORMS	112.50	
UNIFIRST CORPORATION 062 0101247		07-00-33800		WEEKLY SERVICE	63.76	
UNIFIRST CORPORATION 062 0102270		07-00-33800		WEEKLY SERVICE	75.83	
UNIFIRST CORPORATION 062 0103272		07-00-33800		WEEKLY SERVICE	63.76	
UNIFIRST CORPORATION 062 0104289		07-00-33800		WEEKLY MAINT	75.84	
COMCAST 010115		07-00-33900		MONTHLY TV, INTER	88.82	
GREAT LAKES DISTRIBUTING INC. 177054		07-00-37800		HOT WTR PRESSURE	6473.80	
TOTAL FOR FUND 07		DEPT. 00			60220.96	
TOTAL FOR FUND 07					60220.96	
GOSSMEYER, CHRIS 20747		13-50-29613		BASKETBALL REFUND	100.00	
MICHELLE MULDER 20675		13-50-29613		REFUND	100.00	
MIKES SPORTING GOODS 010815		13-50-37305		BASKETBALLS	100.00	
MIKES SPORTING GOODS AAD004073-AD01		13-50-37305		BASKETBALL UNIFOR	560.00	
MIKES SPORTING GOODS AAD004074-AD01		13-50-37305		BASKETBALL UNIFOR	560.00	
MIKES SPORTING GOODS AAD004075-AD01		13-50-37305		BASKETBALL UNIFOR	560.00	
MIKES SPORTING GOODS AAD004076-AD01		13-50-37305		BASKETBALL UNIFOR	568.00	
MIKES SPORTING GOODS AAD004077-AD01		13-50-37305		BASKETBALL UNIFOR	1288.00	
MIKES SPORTING GOODS AAD004087-AD01		13-50-37305		BASKETBALL UNIFOR	170.00	
MIKES SPORTING GOODS AAD004158-AD00		13-50-37305		BASKETBALL UNIFOR	586.00	

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
MIKES SPORTING GOODS	AAD004161-+AD01	13-50-37305		BASKETBALL UNIFOR	975.00	
BAYLOR BASKETBALL	5TH GRADE 2015	13-50-38903		ENTRY FEES	550.00	
TOTAL FOR FUND 13		DEPT. 50			6117.00	
MIKES SPORTING GOODS	AAAD04177-AJ02	13-55-38101		VOLLEYBALL UNIFOR	1699.00	
MIKES SPORTING GOODS	AAD004181-AJ02	13-55-38101		VOLLEYBALL UNIFOR	9.00	
TOTAL FOR FUND 13		DEPT. 55			1708.00	
TOTAL FOR FUND 13					7825.00	
AMERICAN FURNITURE RENTALS INC	R1361311	15-00-36602		FURNITURE RENTAL	1764.00	
AMERICAN FURNITURE RENTALS INC	R1361312	15-00-36602		FURNITURE RENTAL	1323.84	
TOTAL FOR FUND 15		DEPT. 00			3087.84	
TOTAL FOR FUND 15					3087.84	
O'REILLY AUTO PARTS	3414-319217	16-00-31805		VEHICLE MAINT	29.99	
O'REILLY AUTO PARTS	3414-327806	16-00-31805		VEHICLE MAINT	10.99	
NICOR GAS	31000 2 1214	16-00-33200		MONTHLY SERVICE	230.90	
HERITAGE F/S, INC.	65388	16-00-33300		GASOINE	536.62	
CRETE ACE HARDWARE	123114	16-00-33501		SHOP SUPPLIES	48.95	
VERIZON WIRELESS	9738307080	16-00-33700		MONTHLY SERVICE	155.10	
TOTAL FOR FUND 16		DEPT. 00			1012.55	
TOTAL FOR FUND 16					1012.55	
GW & ASSOCIATES, PC	1412390	17-00-34400		AUDIT/ACCOUNTING	143.75	
TOTAL FOR FUND 17		DEPT. 00			143.75	

SYS DATE:01/15/15

Village of Steger

SYS TIME:16:43

A / P W A R R A N T L I S T

[NW2]

REGISTER # 570

DATE: 01/15/15

Thursday January 15, 2015

PAGE 9

PAYABLE TO

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT	DIST
TOTAL FOR FUND 17					143.75	
GW & ASSOCIATES, PC 1412390		20-00-34400		AUDIT/ACCOUNTING	1281.25	
TOTAL FOR FUND 20		DEPT. 00			1281.25	
TOTAL FOR FUND 20					1281.25	
GW & ASSOCIATES, PC 1412390		21-00-34400		AUDIT/ACCOUNTING	1281.25	
KANE MC KENNA AND ASSOCIATES INC 12872		21-00-38900		STEGER TIF	187.50	
TOTAL FOR FUND 21		DEPT. 00			1468.75	
TOTAL FOR FUND 21					1468.75	
GW & ASSOCIATES, PC 1412390		22-00-34400		AUDIT/ACCOUNTING	1281.25	
TOTAL FOR FUND 22		DEPT. 00			1281.25	
TOTAL FOR FUND 22					1281.25	
GW & ASSOCIATES, PC 1412390		23-00-34400		AUDIT/ACCOUNTING	1281.25	
TOTAL FOR FUND 23		DEPT. 00			1281.25	
TOTAL FOR FUND 23					1281.25	
SERVICEMASTER RESTORE 67812.003		25-00-33200		DEMO CLEANING	118599.28	
SERVICEMASTER RESTORE 67812.002		25-00-33500		CLEANING/PACK OUT	97319.82	
TOTAL FOR FUND 25		DEPT. 00			215919.10	
TOTAL FOR FUND 25					215919.10	

SYS DATE:01/15/15

Village of Steger

SYS TIME:16:43

A / P W A R R A N T L I S T

[NW2]

REGISTER # 570

DATE: 01/15/15

Thursday January 15, 2015

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PAYABLE TO

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**	TOTAL CHECKS TO BE ISSUED				416435.80
01	CORPORATE				14316.10
02	FIRE PROTECTION				24389.45
03	PLAYGROUND/RECREATION				2528.44
04	POLICE PROTECTION				28280.49
06	WATER/SEWER FUND				53399.62
07	ROAD & BRIDGE				60220.96
13	BOOSTER CLUB				7825.00
15	LIABILITY INSURANCE FUND				3087.84
16	H.S.E.M.				1012.55
17	AUDITING				143.75
20	TIF #1 (WILL TIF #1)				1281.25
21	TIF #2 (COOK TIF #1)				1468.75
22	TIF #3 (COOK TIF #2)				1281.25
23	TIF #4 (WILL TIF #2)				1281.25
25	CAPITAL PROJECTS				215919.10
	TOTAL FOR REGULAR CHECKS:				416,435.80



DEL GALDO LAW GROUP, LLC
Attorneys & Counselors

tabled
11-3-14
11-17-14
12-1-14
12-15-14

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www.dlglawgroup.com

• MEMORANDUM •

TO: THE HONORABLE VILLAGE PRESIDENT
THE HONORABLE BOARD OF TRUSTEES

CC: THE HONORABLE VILLAGE CLERK

FROM: AMBER L. MUNDAY, ESQ.

DATE: OCTOBER 17, 2014

SUBJECT: DRAFT VILLAGE OF STEGER FINANCIAL POLICY

Attached for your review, please find a preliminary draft of the requested Finance Policy (the “Policy”) for the Village of Steger. This draft includes a blend of financial reporting, accounting and procedural requirements established by governing law and policy statements sampled from other Illinois, non-home rule municipalities. Where the provisions of this Policy include mandatory provisions of State law, the statutory citation is provided to indicate the same.

Del Galdo Law Group, LLC expresses no opinion with regard to and this draft should not be read as a recommendation for the adoption of any specific policy decision. To the contrary, this draft merely provides examples of policies adopted by other municipalities on topics related to municipal finance for your consideration.

Finalizing the Policy will necessarily require review and revision by elected officials and staff familiar with the Village’s existing policies and procedures.

Please review and contact me at (708) 222-7000 if you would like discuss.

This document and the information in it is private and confidential and is only for the use and review of the designated recipient(s) named above. If you are not the designated recipient, do not read, review, disseminate, copy, or distribute this document, as it is strictly prohibited. The sender of this document hereby claims all privileges at law or in equity regarding this document, and specifically does not waive any privilege related to the secrecy of this document.

This PRELIMINARY DRAFT is subject to ATTORNEY-CLIENT PRIVILEGE and contains recommendations and expresses opinions with regard to the formulation of actions and policies for the Village of Steger.

FINANCIAL POLICIES OF THE VILLAGE OF STEGER,
ILLINOIS

Adopted and approved on _____

By Ordinance _____

DRAFT

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DRAFT

FINANCIAL POLICIES OF THE VILLAGE OF STEGER

Introduction

The Financial Policies (the “Policies”) of the Village of Steger (the “Village”) are the basic guidelines for the management of the Village’s financial operations and have been developed in accordance with all applicable provisions of Illinois law. These policies assist the Mayor, Village Board and staff in managing the Village’s financial affairs throughout the year. The policies are to be generally reviewed during the budget process, and modified as appropriate to accommodate changing fiscal conditions and policy initiatives.

These Policies are not an exhaustive listing of all policies, procedures, ordinances, rules, or statutes relating to or governing the Village’s financial operations, nor should these policies be relied on in lieu of reviewing the requirements of Illinois law and/or the provisions of the Municipal Code of Steger, Illinois. Rather, these are meant to be general guidelines to be referred to by Village Staff and residents. These policies shall not be read as binding upon the Corporate Authorities and are merely a guideline for the efficient operation of the Village.

Financial Planning Policies

1. Effective January 1, 2015, the fiscal year of the Village will begin on January 1st of each year and end on December 31st of the following year. All accounting and budgeting functions of the Village will occur in conjunction with this fiscal time period.
2. The Village Staff shall endeavor to present a balanced budget to the Village Board annually. A balanced budget means that current operating expenditures, excluding major capital expenditures, are funded with current recurring revenues. The use of reserves to cover current operating expenditures should be avoided.
3. The Corporate Authorities shall adopt an annual appropriation ordinance within the first quarter of each fiscal year, after publishing all notices and holding all hearings required in connection therewith. (65 ILCS 5/8-2-9). The notices required in connection with the annual appropriation ordinance shall include the disclosure of the total compensation packages of highly compensated employees as required by Section 7.3 of the Open Meetings Act. (5 ILCS 120/7.3). The Village shall file a certified copy of its annual appropriation ordinance, as well as an estimate, certified by its chief fiscal officer, of revenues, by source, anticipated to be received by the Village in the following fiscal year, with the County Clerks of Cook and Will Counties within thirty (30) days after the adoption of the annual appropriation ordinance. (35 ILCS 200/18-50).
4. The Village will avoid budgetary procedures that balance current expenditures at the expense of meeting future year’s expenses, such as postponing expenditures, accruing future year’s revenues, or rolling over short term debt.

5. The budget will provide for adequate maintenance of capital equipment and for its orderly replacement.
6. The budget will provide for adequate funding of all retirement systems, with a uniform reduction of unfunded liabilities, in accordance with either State requirements or an independent actuarial study.
7. Within thirty (30) days after the approval of the annual appropriation ordinance, the Village Staff shall prepare a budget document that includes the legally adopted appropriations and other supplementary information. The document shall describe the previous budget period's accomplishments and the Village's organization-wide goals, an estimate of revenues and budget expenditures by account, department goals and capital improvements.
8. The Village will prepare a three-year projection of revenues and expenditures annually. The projection will display the excess or deficiency of revenues over or under expenditures and the resulting unassigned fund balance. Projections will include estimated operating costs associated with future capital improvements.
9. The Village will integrate performance measurement and productivity indicators within the budget where applicable.
10. The Village will prepare a monthly financial report comparing actual revenues and expenditures to the approved budget amounts. The monthly report will provide a financial analysis that highlights major deviations from the approved budget.
11. Within six (6) months after the end of each fiscal year, the Village Treasurer will prepare and file with the Village Clerk an annual accounting of moneys received and expenditures incurred during the preceding fiscal year and the Village Clerk shall publish the same in a newspaper in general circulation within the Village. (65 ILCS 5/3.1-35-65).

Revenue Policies

1. The Village will maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any single revenue source.
2. The Village shall estimate its annual revenues conservatively, using an objective analytical approach, taking into account all available information.
3. Potential revenue sources will be examined annually.
4. The year-to-year increase of actual revenues from the property tax levy will not exceed five percent (5%) or such other amount as may be permitted pursuant to the Property Tax Extension Limitation Law. (35 ILCS 200/18-185, *et seq.*)

5. The Village will set fees and user chargers for the Waterworks and Sewerage Fund at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets.
6. The Village shall establish, where possible, all other user chargers and fees at a level that attempts to recover the full cost of providing the services, including an amount for the cost associated with any capital assets used to provide the services.
7. On or before the last Tuesday in December in each year, the Corporate Authorities shall adopt an ordinance levying taxes upon all property subject to taxation within the Village in such amounts as are deemed necessary to defray the costs of the appropriations previously legally made for the Village. (65 ILCS 5/8-3-1). A certified copy of the levy ordinance shall be filed with the County Clerks of Cook and Will Counties. At least twenty (20) days prior to the adoption of such tax levy ordinance, the Corporate Authorities shall determine the amounts of money, exclusive of election costs (if any), estimated to be necessary to be raised by taxation for that year upon the taxable property within the Village. (35 ILCS 200/18-60). The Village shall comply with all public hearings, notification and certification requirements set forth in the Truth in Taxation Law in connection with the adoption of the tax levy ordinance. (35 ILCS 200/18-55, *et seq.*).

Expenditure Policies

1. The Village will fund all operating expenditures in a particular fund from operating revenues generated by the fund. In developing the budget, recommendations will be made regarding service level adjustments that may be necessary to meet this objective. Service levels will not be expanded beyond the Village's ability to utilize current revenues to pay for the expansion of services.
2. The Village will continually assess its organization and service provision efforts in order to provide service enhancements or cost reductions by increasing efficiency or effectiveness. The Village shall also constantly strive to provide the same highest quality of services using the most efficient means possible. During each budget process the Village will assess its current organization and service provision strategy and make adjustments if the analysis demonstrates that a particular enhancement would improve or reduce cost.
3. The Village will provide sufficient resources to train employees and thereby develop the specialized knowledge and expertise necessary to maintain and improve the quality of Village services.
4. The Village will strive to adopt new technologies and techniques that will improve efficiency and allow the Village to maintain or improve the level of service provided to residents.

5. The Village will attempt to maximize its financial resources by encouraging intergovernmental cooperation. The establishment of intergovernmental service agreements with other units of government may allow the Village to provide residents a higher level of service at a reduced cost. The Village will consider intergovernmental agreements as a means to enhance services or reduce costs.
6. Pension Trust Funds are funded based on actuarial requirements and applicable funding requirements. The Village shall obtain an actuarial statement from the Public Pension Division of the Illinois Department of Financial and Professional Regulation or from a qualified actuary in order to determine annual pension funding requirements. (40 ILCS 5/1A-111).

Capital Improvement Policies

1. The Village will make all capital improvements in accordance with an adopted Capital Improvement Plan (CIP).
2. The CIP shall include all capital equipment and improvements with a value of \$10,000.00 or more.
3. The Village will develop a plan for capital improvements and update it as necessary. As part of this process, the Village will assess the condition of all major capital assets and infrastructure, including, but not limited to, buildings, streets, alleys, water mains, and sewer lines.
4. The Village will enact an annual capital budget based on the five-year capital improvement plan.
5. The Village will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget projections.
6. The Village will use intergovernmental assistance to finance capital improvements in accordance with Village plans and priorities.
7. The Village will maintain all its assets at a level adequate to protect the Village's capital investment and to minimize future maintenance and replacement costs.
8. The Village will project its equipment replacement need for the next five years and update this projection each year. A replacement schedule will be developed from this projection.
9. The Village will project capital asset maintenance and improvement needs for the next five years and update this projection each year. A maintenance and improvement schedule will be developed for this projection.

10. The Village will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the Village Board for approval.
11. The Village will determine the least costly financing method for each new project.

Debt Policies

1. The Village will confine long-term debt borrowing to capital improvements or projects which result in a product that will have a life of five years or more and which cannot be financed from current revenues.
2. When the Village finances projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
3. When the Village finances projects by issuing bonds without referendum, the amount of such bonds, together with other bonds issued without referendum and outstanding, shall not exceed at the time of issue one-half of 1% of the assessed value of all the taxable property located within the corporate boundaries of the Village (65 ILCS 5/8-5-16).
4. The Village will maintain good communications with bond rating agencies about its financial condition. The Village will follow a policy of full disclosure on every financial report and bond prospectus.
5. The Village will make every effort to maintain a relatively level and stable annual debt service for all long-term general obligation bonds.
6. The Village may not become indebted in any manner or for any purpose to an amount, including existing indebtedness in the aggregate exceeding 8.625% on the value of the taxable property within the corporate boundaries of the Village, as ascertained by the last assessment for state and county purposes prior to the incurring of the indebtedness (65 ILCS 5/8-5-1).
7. The Village will endeavor to adopt legislation abating its annual debt service levy, in full or in part, in every fiscal year in which an alternate source of funds is available for the payment of a particular debt. Certified copies all tax abatement legislation shall be filed with the County Clerks of Cook and Will Counties, as applicable, prior to the respective County's extension of property taxes for the applicable tax year.

Accounting and Financial Reporting Policies

1. The Village will establish and maintain a high standard of accounting practices.
2. Following the conclusion of the fiscal year, the Village will prepare a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) established by the Governmental Accounting Standards Board

(GASB). The CAFR shall also satisfy all criteria for the Government Finance Officers Association's Certificate for Achievement for Excellence in Financial Reporting.

3. Monthly financial reports shall be prepared and submitted to the board. The reports shall include a summary of financial activity.
4. An independent certified public accounting firm will perform an annual audit within six (6) months after the close of the fiscal year in accordance with generally accepted auditing standards and will publicly issue a financial opinion and file annually with the Comptroller a supplemental report on forms devised and approved by the Comptroller. (65 ILCS 5/8-8-3). The annual audit report shall be filed with the Village, made available for public inspection and filed with the Comptroller. (65 ILCS 5/8-8-7).
5. The Village shall request proposals from qualified independent accounting firms to conduct the annual audit every five years using a request for proposal process.
6. *See also* Section 2-176 through 2-183 of the Municipal Code of Steger, integrated herein by reference.

Purchasing Policy

1. The following is intended as a guideline for the Village of Steger Department Heads and their appointed designees in processing purchase requests.
2. The primary rules for purchase authorizations are that each Department Head is ultimately responsible for purchases charged to his or her department. Therefore, prior to initiating any purchase, the department head must confirm that his or her department has sufficient budgeted dollars to finance the intended acquisition.
3. Purchases totaling five thousand dollars or more: As a general rule, all purchase requests for goods and services rendered in an amount of Five Thousand and No/100 U.S. Dollars (\$5,000.00) or greater, must be presented to the Village Board for approval and three (3) competitive bids and/or proposals must accompany the purchase request. Please note that this section does not apply to services requiring unique skill or knowledge including, without limitation, professional services.

4. In order to promote efficient operations, purchases for less than Five Hundred and No/100 U.S. Dollars (\$500.00) will not require purchase order documentation. When placing an order for purchases that total less than Five Hundred and No/100 U.S. Dollars (\$500.00), Department Heads must supply the vendor with his/her name and the name of department in lieu of a purchase order.
5. Purchases for public works costing in excess of Twenty Thousand and No/100 U.S. Dollars (\$20,000.00) shall be purchased through contracts to the lowest responsible bidder after advertising for bids except as otherwise set forth in Section 8-9-1 of the Illinois Municipal Code. (65 ILCS 5/8-9-1).
6. *Annual Budget:* For purposes of preparing an annual budget, each Department Head will be required to send a list of all vendors utilized by that Department, which list shall include descriptions of goods and monies paid for such goods, to the Village Administrator. The list must be sent to the Village Administrator no later than January 31st for the prior calendar year.

Redevelopment Project Areas

1. The Village shall submit to the State Comptroller and to all taxing districts overlapping the boundaries of a redevelopment project area an annual TIF report for each active redevelopment project area within the Village within one hundred eighty (180) days after the end of the fiscal year and thereafter convene a joint review board as required by Section 11-74.4-5 of the Tax Increment Redevelopment Act (65 ILCS 5/11-74.4-5).
2. The Village has the following active Redevelopment Project Areas:
 - a) TIF #1 was designated on January 1, 1997. Any redevelopment project or obligation funded with tax increment financing in TIF#1 must be scheduled to be completed before December 31, 2021, the date that TIF#1 is set to terminate.
 - b) TIF#2 was designated on March 18, 2002. Any redevelopment project or obligation funded with tax increment financing in TIF#2 must be scheduled to be completed before December 31, 2026.
 - c) TIF#3 was designed on April 19, 2004. Any redevelopment project or obligation funded with tax increment financing in TIF#3 must be scheduled to be completed before December 31, 2028.
 - d) TIF#4 was designated on March 21, 2005. Any redevelopment project or obligation funded with tax increment financing in TIF#4 must be scheduled to be completed before December 31, 2029.

Investment Policy

1. See Section 2-6 of the Municipal Code of Steger, Illinois, integrated herein by reference.

Taxation

2. See Chapter 78 of the Municipal Code of Steger, Illinois, integrated herein by reference.

DRAFT

**APPROPRIATION ORDINANCE
NO.1085**

AN ORDINANCE MAKING THE APPROPRIATION FOR THE CORPORATE PURPOSE OF THE VILLAGE OF STEGER, COUNTIES OF COOK AND WILL, ILLINOIS FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING ON THE THIRTY FIRST DAY OF DECEMBER, 2015.

BE IT ORDAINED, by the President and Board of Trustees of the Village of Steger, Counties of Cook and Will, Illinois that:

SECTION 1. That the following sums of money, or as much thereafter as may be authorized by law, as may be needed or deemed necessary to defray all the expenses and liabilities of the Village of Steger, Counties of Cook and Will, Illinois, be and the same are hereby appropriated for the corporate purposes and objects of said Village of Steger, Counties of Cook and Will, Illinois, hereinafter specified for the fiscal year commencing on the first day of January, 2015 and ending on the thiry first day of December, 2015.

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
CORPORATE	
SALARY-VILLAGE PRESIDENT	14,000
SALARY-VILLAGE CLERK	9,600
SALARY-DEPUTY VILLAGE CLERK	3,000
SALARY-TREASURER	
SALARY-VILLAGE ADMINISTRATOR	85,000
SALARY-TRUSTEE	7,400
SALARY-HEALTH INSPECTOR	1,000
SALARY-HEALTH OFFICER	150
SALARY - LIQUOR COMMISSIONER	2,040
SALARY - CLERICAL	118,000
MAINT.-BUILDING	1,000
MAINT.-TRAFFIC & STREET LIGHTS	35,000
MAINT.-OTHER ELECTRICAL/LIGHTS	1,000
MAINT.-VEHICLES	1,000
MAINT.-OFFICE EQUIPMENT	1,000
MAINT.-MISCELLANEOUS	1,000

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
MAINT.-COMPUTER SOFTWARE (UPGR)	5,000
MAINT.-COMPUTER HARDWARE	2,000
ELECTRICITY-TRAFFIC & STR LIGHTS	65,000
HEAT	500
GASOLINE & OIL	1,500
PRINTING & SUPPLIES	2,000
OFFICE SUPPLIES	6,000
SHOP SUPPLIES	100
CLEANING SERVICE	7,000
POSTAGE	8,000
TELEPHONE	6,000
CABLE/INTERNET SERVICE	1,400
MAINTENANCE CONTRACTS	1,000
SECURITY SYSTEM	500
MISCELLANEOUS SVCS & SUPPLIES	5,000
RENTAL-EQUIPMENT	3,000
LEGAL SERVICES	80,000
PROFESSIONAL SERVICES OTHER	8,000
VILLAGE NEWSLETTER	8,000
DOG TAG PRINTING EXPENSE	215
PHYSICALS	500
ENGINEERING SERVICES	10,000
CONSULTING SERVICES	150,000
IMPOUNDING FEES	1,000
COMPUTER PROGRAMMING SERVICES	5,000
NOTICES-ORDINANCE	200
NOTICES-REQUEST FOR BIDS	1,000
NOTICES-PLANNING/ZONING HEARINGS	300
NOTICES-ANNUAL TREASURER'S RPT	800
NOTICES-MISCELLANEOUS	500
NEW-TOOLS & WORK EQUIPMENT	19,900
NEW-OFFICE EQUIPMENT/FURNITURE	8,000
NEW-COMPUTER HARDWARE	6,000
NEW-COMPUTER SOFTWARE	2,000
EMPLOYEE TRAINING	2,000
BOOKS/MANUALS	1,000
MEETING/CONFERENCE FEES	5,000
TRAVEL/MEALS REIMBURSEMENT	5,000
ENTERTAINMENT EXPENSE	200

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
MISCELLANEOUS OTHER	20,000
DUES & SUBSCRIPTIONS	10,000
EXPENSES-ELECTED OFFICIALS	30,000
MUNICIPAL MEETING (IML)	8,000
DRIVING THE DIXIE EXPENSES	2,000
HOLIDAY DECORATIONS/SUPPLIES	500
POLICE PENSION CONTRIBUTION	300,000
STEGER DAYS OF MUSIC-EXPENSES	175,000
PARADE EXPENSE	
LAND PURCHASE RELATED EXPENSES	10,000
DEBT SERVICE EXPENSE (PRINCIPAL)	7,500
DEBT SERVICE EXPENSE (INTEREST)	900
TRANSFER TO FIRE PROTECTIONS	386,908
TRANSFER TO PLAYGROUND	192,711
TRANSFER TO POLICE PROTECTION	1,690,016
TRANSFER TO ROAD & BRIDGE	227,165
TRANSFER TO IMRF	42,911
TRANSFER TO D.A.R.E.	4,000
TRANSFER TO LIABILITY	201,642
TRANSFER TO H.S.E.M.	32,841
TRANSFER TO AUDITING	13,996
TRANSFER TO SCHOOL XING GUARD	7,080
 Subtotal Administration	4,071,975
 SALARY-ELECTRICAL INSPECTOR	1,500
SALARY-PLUMBING INSPECTOR	1,000
PRINTING & SUPPLIES	1,000
ENGINEERING FEES	5,000
EMPLOYEE TRAINING	1,000
BOOKS/MANUALS	
MISC. EXPENSES	2,000
 Subtotal Building Department	11,500
 LEGAL FEES	10,000
PHYSICALS	2,000
PSYCHOLOGICAL TESTING	2,000
POLYGRAPH TESTING	1,500
POLICE TESTING	1,000
MISCELLANEOUS OTHER	2,000

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
Subtotal Police and Fire Board	<u>18,500</u>
GRANT EXPENCES (NON CCDBG)	100,000
Subtotal Grants (Non CCDBG)	<u>100,000</u>
C.C.B.D.G. ADMINISTRATOR C.C.B.D.G. EXPENSE	
Subtotal C.C.B.D.G	<u>-</u>
PRINTING AND SUPPLIES	1,000
POSTAGE	600
HEARING OFFICER	2,600
C-TICKET EXPENSES	10,000
Subtotal "C" Tickets	<u>14,200</u>
SALARY-CODE ENFORCEMENT OFFICER	50,000
MAINT.-VEHICLE	2,000
OFFICE SUPPLIES	500
POSTAGE	250
TELEPHONE	800
HEARING OFFICER	4,700
ADMIN BLDG CODE & MOVE EXPENSES	10,000
NEW-UNIFORMS	500
NEW-VEHICLES	
MISC. EXPENSES	6,000
DUES AND SUBSCRIPTIONS	100
Subtotal Adjudication	<u>74,850</u>
CONSULTING SERVICES	50,000
MISC. EXPENSES	5,000
Subtotal Economic Development	<u>55,000</u>
SALARY-HUMAN RESOURCES	80000
MAINT-COMPUTER SOFTWARE	1000
MAINT-COMPUTER HARDWARE	650

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
PRINTING & SUPPLIES	650
OFFICE SUPPLIES	650
POSTAGE	350
TELEPHONE	500
MAINTENANCE CONTRACTS	350
MISCELLANEOUS SVCS&SUPPLIES	350
LEGAL SERVICES	15000
PROFESSIONAL SERVICES OTHER	1000
NEW-OFFICE EQUIPMENT/FURNITURE	1000
NEW-COMPUTER HARDWARE	1700
NEW-COMPUTER SOFTWARE	1000
EMPLOYEE TRAINING	5000
MEETING/CONFERENCE FEES	350
TRAVEL/MEALS REIMBURSEMENT	1000
MISCELLANEOUS OTHER	350
DUES&SUBSCRIPTIONS	800
Subtotal Human Resources	<u>111,700</u>
<u>TOTAL CORPORATE</u>	<u>4,457,725</u>
FIRE PROTECTION	
SALARY-TRUSTEE	3,700
SALARY-FIRE CHIEF	15,000
SALARY-FIRE INSPECTOR	2,500
SALARY-FIREMEN	86,000
SALARY-PARAMEDICS	107,000
SALARY-CLERICAL	4,940
MAINT-BUILDING	3,500
MAINT-MOTORIZED EQUIPMENT	700
MAINT-TOOLS & WORK EQUIPMENT	2,800
MAINT-RADIOS	1,300
MAINT-AMBULANCE EQUIPMENT	850
MAINT-VEHICLES	6,000
MAINT-MISCELLANEOUS	500
MAINT-COMPUTER SOFTWARE (UPGRD)	1,500
ELECTRICITY	
NATURAL GAS	2,000
GASOLINE & OIL	8,500
PRINTING & SUPPLIES	250
OFFICE SUPPLIES	1,500

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
SHOP SUPPLIES	2,000
POSTAGE	100
TELEPHONE	6,000
CABLE/INTERNET/AIRCARDS	1,600
AMBULANCE SUPPLIES	4,000
MAINTENANCE CONTRACTS	3,000
SECURITY SYSTEM	700
MISC SUPPLIES / SERVICES	4,000
LEGAL SERVICES	2,000
MEDICAL SERVICES (TESTING)	1,000
PHYSICALS	5,000
KURTZ AMBULANCE SERVICE	250,000
AMBULANCE BILLING SERVICE	15,000
EASTCOM DISPATCH SERVICE	43,000
REQUEST FOR BIDS	50
NEW-UNIFORMS	200
NEW-MACHINERY & EQUIPMENT	6,000
NEW-TOOLS & WORK EQUIPMENT	5,000
NEW-TRAINING EQUIPMENT	500
NEW-PERSONAL EQUIPMENT	3,000
NEW-RESCUE EQUIPMENT	300
NEW-OFFICE EQUIP & FURNITURE	1,000
NEW-COMPUTER HARDWARE	10,000
EMPLOYEE TRAINING	500
FIREFIGHTER TRAINING	500
BOOKS/MANUALS (NON-SUBSCRPTN)	200
MEETING/CONFERENCE FEES	700
TRAVEL/MEALS REIMBURSEMENT	1,000
MISCELLANEOUS OTHER	500
DUES & SUBSCRIPTIONS	9,000
MISC.-GRANT EXPENSES	280,000
9-1-1 EXPENSES	3,300
DEBT SERVICE EXPENSE (PRINCIPAL)	15,000
DEBT SERVICE EXPENSE (INTEREST)	1,500
 <u>TOTAL FIRE PROTECTION</u>	 <u>924,190</u>
 PARKS AND RECREATION	
 SALARY-REC BOARD CHAIRPERSON	 1,200

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
Subtotal Playground/Recreation	<u>1,200</u>
SALARY-TRUSTEE (1/2)	1,850
SALARY-SUPERVISOR	38,000
WORKMAN	1,000
SALARY-CLERICAL	60,000
MAINT-BUILDING	50,000
MAINT-MARKING	1,000
MAINT-MOTORIZED EQUIPMENT	2,000
MAINT-TOOLS & WORK EQUIPMENT	800
MAINT-MISCELLANEOUS	3,000
MAINT-COMPUTERS	1,000
ELECTRICITY	600
HEATING	1,200
PRINTING & SUPPLIES	1,000
OFFICE SUPPLIES	5,500
CLEANING SERVICE	13,000
SUPPLIES-ART CLASSES	500
SUPPLIES-SENIOR PROGRAMS	500
SUPPLIES-AFTER SCHOOL CLUB	1,500
INSTRUCTOR-AEROBICS	3,000
INSTRUCTOR-KARATE	1,000
INSTRUCTOR-ZUMBA	1,500
POSTAGE	100
TELEPHONE	3,000
CABLE/INTERNET SERVICE	1,700
MAINTENANCE CONTRACTS	6,500
SECURITY SYSTEM	1,700
MISC SUPPLIES & SVCS	4,000
RENTAL-EQUIPMENT	500
MEDICAL SUPPLIES	100
PHYSICALS	500
NEW-REC EQUIPMENT	6,500
NEW-LIGHTING	1,500
NEW-OFFICE EQUIPMENT/FURNITURE	1,500
NEW-COMPUTER HARDWARE	1,500
NEW-COMPUTER SOFTWARE	500
EMPLOYEE TRAINING	1,000
BOOKS/MANUALS (NON SUBSCRPTN)	600
ENTERTAINMENT EXPENSES	3,500
MISCELLANEOUS OTHER	8,000

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
DUES & SUBSCRIPTIONS	250
HOLIDAY DECORATIONS/SUPPLIES	1,500
Subtotal Community Center	<u>232,400</u>
SALARY-TRUSTEE (1/2)	1,850
SALARY-WORKMEN	15,000
MAINT-BUILDING	5,000
MAINT-PARKS/PLAYGROUNDS	15,000
MAINT-MISCELLANEOUS	500
ELECTRICITY	12,000
HEATING	1,200
MAINTENANCE CONTRACTS	200
SECURITY SYSTEM	2,000
MISCELLANEOUS OTHER	2,500
NEW-REC EQUIPMENT	1,000
Subtotal Parks and Recreation	<u>56,250</u>
<u>TOTAL PARKS AND RECREATION</u>	<u>289,850</u>
POLICE PROTECTION	
SALARY-TRUSTEE	3,700
SALARY-POLICE CHIEF	97,000
SALARY-SERGEANT	218,589
SALARY-PATROLMEN	698,222
SALARY-PART TIME POLICE	140,000
SALARY-DEPUTY CHIEF	78,000
SALARY-CLERICAL	44,128
MAINT-BUILDING	6,000
MAINT-TOOLS & WORK EQUIPMENT	1,000
MAINT-RADIOS	5,000
MAINT-VEHICLES	25,000
MAINT-OFFICE EQUIPMENT	500
MAINT-MISCELLANEOUS	1,000
MAINT-SOFTWARE/UPGRADES	2,500
MAINT-COMPUTER HARDWARE	1,000

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
HEAT	1,500
GASOLINE & OIL	60,000
PRINTING & SUPPLIES	4,000
OFFICE SUPPLIES	8,000
CLEANING SERVICE	9,600
POSTAGE	1,500
TELEPHONE	12,000
CABLE/INTERNET/AIRCARDS	6,000
RADIO SERVICE/STAR COMM	18,000
MISCELLANEOUS SUPPL/SVCS	3,000
RENTAL EXPENSE	6,000
AMMUNITION,TARGETS,ETC.	3,000
LEGAL SERVICES	15,000
PROFESSIONAL SERVICES-OTHER	1,000
COMPUTER IT	10,000
EASTCOM DISPATCH SERVICES	245,000
NOTICES-HELP WANTED	750
NEW-UNIFORMS	28,200
NEW-TOOLS & WORK EQUIPMENT	20,000
PERSONAL EQUIPMENT	3,000
NEW-OFFICE EQUIPMENT	7,500
NEW-COMPUTER HARDWARE	25,000
NEW-COMPUTER SOFTWARE	1,500
EMPLOYEE TRAINING/CIVILIAN	1,500
BOOKS/MANUALS (NON-SUBSCRPTN)	2,000
POLICE TRAINING	25,000
MEETING/CONFERENCE FEES	3,000
TRAVEL/MEALS REIMBURSEMENT	2,500
MISCELLANEOUS OTHER	750
DUES & SUBSCRIPTIONS	8,000
PRISONER HOUSING	3,500
PRISONER MEALS	200
TRAVEL & COURT COST	100
RECORD DISPOSAL	1,000
GRANT EXPENSES	1,100
9-1-1 EXPENSES	4,000
DEBT SERVICE EXPENSE (PRINCIPAL)	78,390
DEBT SERVICE EXPENSE (INTEREST)	8,750
<u>TOTAL POLICE PROTECTION</u>	<u>1,950,979</u>

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
PUBLIC BENEFIT	
50/50 PROGRAMS-SIDEWALKS	25,000
MISCELLANEOUS OTHER	150,000
<u>TOTAL PUBLIC BENEFIT</u>	<u>175,000</u>
 WATER AND SEWER FUND	
SALARY-TRUSTEE	3,700
SALARY-DIRECTOR	80,000
SALARY-WATER FOREMAN	45,000
SALARY-WORKMEN	70,000
SALARY-CLERICAL	85,000
MAINT-BUILDING	7,500
MAINT-PATCHING (RESTORATION)	30,000
MAINT-STORM SEWERS	10,000
MAINT-WELLS	5,000
MAINT-PUMPS	5,000
MAINT-RESERVOIRS/TANKS	300,000
MAINT-MAINS	10,000
MAINT-MAINS OUTSIDE CONTRACTOR	75,000
MAINT-HYDRANTS	2,000
MAINT-SEWERS	10,000
MAINT-T.C.B.S.D. SEWER REHAB.	250,000
MAINT-CHLORINATORS	3,000
MAINT-MOTORIZED EQUIPMENT	1,000
MAINT-VEHICLES	7,500
MAINT-MISCELLANEOUS	1,000
ELECTRIC	10,000
ELECTRIC-WATER PUMPING	18,000
HEATING	1,000
GASOLINE & OIL	20,000
PRINTING & SUPPLIES	1,000
OFFICE SUPPLIES	600
SHOP SUPPLIES	3,000
POSTAGE	4,000
TELEPHONE	5,000
CABLE/INTERNET SERVICE	800
MAINTENANCE CONTRACTS	500
SECURITY SYSTEM	2,000
UNIFORM SERVICE	3,500
MISC SUPPLIES & SERVICES	100

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
RENTAL-EQUIP/TOOLS/ETC	500
CHLORINE	5,000
HYDROFLUESILIC ACID	3,000
OTHER CHEMICALS	20,000
PHYSICALS	1,000
ENGINEERING FEES	10,000
AUDITING & ACCOUNTING	10,000
WATER TESTING FEES	5,000
COMPUTER PROGRAMMING SERVICES	2,000
NOTICES-WATER PUBLICATIONS	700
NEW-EQUIPMENT/WATER SYSTEM	15,000
NEW-HYDRANTS	10,000
NEW-METERS	50,000
NEW-TOOLS & WORK EQUIPMENT	80,000
MEETING/CONFERENCE FEES	550
MISCELLANEOUS OTHER	100
DUES & SUBSCRIPTIONS	1,500
J.U.L.I.E. CORRESPONDENCE	2,500
UNIFORM ALLOWANCE	500
WATER BOND DRAW-DOWN	10,000
 <u>TOTAL WATER AND SEWER FUND</u>	 <u>1,297,550</u>
 ROAD AND BRIDGE	
SALARY-SUPERVISOR	50,000
SALARY-WORKMEN	165,000
SALARY-SNOW PLOWING	5,000
MAINT-BUILDING	10,000
MAINT-PATCHING	3,000
MAINT-MARKING	1,500
MAINT-SIGNS	2,500
MAINT-MOTORIZED EQUIPMENT	4,000
MAINT-TOOLS & WORK EQUIP	2,500
MAINT-VEHICLES	15,000
MAINT-MISCELLANEOUS	500
ELECTRIC	100
HEAT	2,000
GASOLINE & OIL	20,000
OFFICE SUPPLIES	1,000
SHOP SUPPLIES	7,500
POSTAGE	3,000

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
TELEPHONE	3,000
CABLE/INTERNET SERVICE	800
MAINTENANCE CONTRACTS	500
SECURITY SYSTEM	500
UNIFORM SERVICE	3,500
MISCELLANEOUS OTHER	500
PRINTING-VEHICLE STICKERS	2,200
PRINTING-MOTORCYCLE TAGS	215
MEDICAL SERVICES	1,000
PHYSICALS	1,000
NEW-EQUIPMENT PAYMENTS	50,000
NEW-VEHICLE/PAYMENTS	110,000
NEW-TOOLS & WORK EQUIPMENT	15,000
EMPLOYEE TRAINING	1,000
MISCELLANEOUS OTHER	1,000
DUES & SUBSCRIPTIONS	500
UNIFORM ALLOWANCE	200
 <u>TOTAL ROAD AND BRIDGE</u>	 <u>483,515</u>
 MOTOR FUEL TAX	
MAINT-STREETS & IMPROVEMENTS	450,000
ROCK SALT/SNOW & ICE	80,000
ENGINEERING FEES	50,000
CONSULTING SERVICES	5,000
MISCELLANEOUS EXPENSE	130,000
 <u>TOTAL MOTOR FUEL TAX</u>	 <u>715,000</u>
 IMRF	
F.I.C.A.-VILLAGE CONTRIBUTION	110,000
MEDICARE-VILLAGE CONTRIBUTION	40,000
I.M.R.F.-VILLAGE CONTRIBUTION	130,000
 <u>TOTAL IMRF</u>	 <u>280,000</u>
 POLICE PENSION	
POSTAGE	100
LEGAL FEES	3,000
ACCOUNTING & BOOKKEEPING SERVICE	10,000
ACTUARIAL SERVICES	2,200

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
AUDITING SERVICES	2,200
CONSULTING FEES	22,000
FIDUCIARY INSURANCE	4,000
CONFERENCE/TRAINING FEES	2,000
TRAVEL/LODGING EXPENSE	1,500
MISCELLANEOUS SUPPLIES/SERVICES	2,000
ASSOCIATION DUES	800
POLICE PENSION PAYMENTS	326,000
REFUNDS-RESIGNING OFFICERS	25,000
<u>TOTAL POLICE PENSION</u>	<u>400,800</u>
DEBT SERVICE	
DEBT SERVICE EXPENSE (PRINCIPAL)	62,202
DEBT SERVICE EXPENSE (INTEREST)	6,289
<u>TOTAL DEBT SERVICE</u>	<u>68,491</u>
D.A.R.E.	
SALARY-DARE OFFICER	8,000
PROMOTIONAL ITEMS/LITERATURE	5,000
AWARDS	500
ACTIVITIES	5,000
MEETING/CONFERENCE EXPENSES	400
MISCELLANEOUS OTHER	1,000
DUES & SUBSCRIPTIONS	100
<u>TOTAL D.A.R.E</u>	<u>20,000</u>
LIABILITY INSURANCE FUND	
CASUALTY	161,802
WORKMAN'S COMPENSATION	158,884
UNEMPLOYMENT COMP	14,000
DEDUCTIBLE	10,000
RECOVERABLE EXPENSES	50,000
VH FIRE 2014	
HEALTH INSURANCE	625,000
LIFE & DISABILITY	25,000
DENTAL INSURANCE	35,000
<u>TOTAL LIABILITY INSURANCE FUND</u>	<u>1,079,686</u>

**Village of Steger Expenses
2015**

**Total
Appropriation**

HSEM

SALARY-DEPUTY DIRECTOR	1,400
SALARY-COMMANDER	800
SALARY-DIRECTOR	6,000
WORKMEN	4,000
MAINT-BUILDING	800
MAINT-MOTORIZED EQUIPMENT	400
MAINT-TOOLS & WORK EQUIPMENT	200
MAINT-RADIOS	1,000
MAINT-AIR WARNING EQUIPMENT	1,000
MAINT-VEHICLES	3,500
MAINT-OFFICE EQUIP	200
MAINT-MISCELLANEOUS	100
MAINT-SECURITY SYSTEM	250
HEATING FUEL	1,500
GASOLINE & OIL	4,500
PRINTING & SUPPLIES	100
OFFICE SUPPLIES	300
SHOP SUPPLIES	700
TELEPHONE	3,000
CABLE/INTERNET SERVICE	900
MAINTENANCE CONTRACTS	350
SECURITY SYSTEM	700
MISC SUPPLIES / SERVICES	500
MEDICAL	200
PHYSICALS	2,000
NEW-UNIFORMS	900
NEW-VEHICLES	14,500
NEW-TOOLS & WORK EQUIPMENT	500
NEW-TRAINING EQUIPMENT	100
NEW-RESCUE EQUIPMENT	100
NEW-TRAFFIC DEPT. EQUIPMENT	500
NEW-RADIOS	1,000
EMPLOYEE TRAINING	1,400
MEETING/CONFERENCE FEES	600
MISCELLANEOUS OTHER	400
DUES & SUBSCRIPTIONS	300
DEBT SERVICE EXPENSE (PRINCIPAL)	11,667
DEBT SERVICE EXPENSE (INTEREST)	

**Village of Steger Expenses
2015**

	<u>Total Appropriation</u>
<u>TOTAL HSEM</u>	<u>66,367</u>
AUDITING	
AUDITING & ACCOUNTING FEES	40,000
<u>TOTAL AUDITING</u>	<u>40,000</u>
MUNICIPAL BAND	
SALARY-DIRECTOR	2,300
MISCELLANEOUS SUPPLIES	1,000
<u>TOTAL MUNICIPAL BAND</u>	<u>3,300</u>
SCHOOL CROSSING GUARD	
SALARY-SCHOOL CROSSING GUARD	18,200
EMPLOYEE SCREENING	150
NEW TOOLS & WORK EQUIPMENT	125
<u>TOTAL SCHOOL CROSSING GUARD</u>	<u>18,475</u>
TIF #1	
MISCELLANEOUS EXPENSE	115,000
<u>TOTAL TIF #1</u>	<u>115,000</u>
TIF #2	
MISCELLANEOUS EXPENSE	50,000
<u>TOTAL TIF #2</u>	<u>50,000</u>
TIF #3	
MISCELLANEOUS EXPENSE	90,000
<u>TOTAL TIF #3</u>	<u>90,000</u>
TIF #4	
MISCELLANEOUS EXPENSE	120,000
<u>TOTAL TIF #4</u>	<u>120,000</u>

Village of Steger Expenses
2015

Total
Appropriation

TOTAL ALL FUNDS

12,645,928

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
CORPORATE	
COOK COUNTY R.E. TAXES	139,590
WILL COUNTY R.E. TAXES	136,277
PROPERTY TAXES - POLICE PENSIOI	280,000
GENERAL BUSINESS LICENSE	19,944
LIQUOR LICENSE	13,000
DOG LICENSE	2,200
BUS SHELTER AD REVENUE	4,000
GARAGE SALE PERMIT	800
PERSONAL PROPERTY REPLCMNT T.	25,000
CABLE FRANCHISE FEE	110,000
SALES TAX	550,215
STATE INCOME TAX	930,000
USE TAX	164,000
IPTIP-INTEREST INCOME	1,995
PULL-TAB & BINGO TAX	2,250
TELECOMMUNICATION TAX	260,000
UTILITY TAX-GAS	120,000
UTILITY TAX-ELECTRIC	220,000
VIDEO GAMING TAX	48,000
PLANNING HEARING	450
INTEREST INCOME	1,600
RENTAL INCOME-VILLAGE PROPERT	65,000
SALES REVENUE-ZONING MAP/BOOK	20
N.S.F. CHECK FEE	100
MISCELLANEOUS INCOME	15,000
BANK LOAN PROCEEDS	27,444
SALE OF VILLAGE SURPLUS	1,500
CLAIMS/REFUNDS/REIMBURSEMENT	50
STEGER DAYS OF MUSIC	15,000
PARADE REVENUE	
Subtotal Administration	<u>3,153,435</u>
GENERAL CONTRACTOR LICENSE	9,000
SUB-CONTRACTOR LICENSE	17,000
GEN'L BUSINESS LICENSE APPLICTN	800
SWIMMING POOL PERMIT & INSPECT	200
BUILDING PERMIT	40,000

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
BUILDING INSPECTION	18,000
ELECTRICAL INSPECTION	3,000
PLUMBING INSPECTION	1,600
REOCCUPANCY PERMIT	30,000
SIGN INSPECTION	250
ELECTRICAL PERMIT	4,000
PLUMBING PERMIT	1,200
SIGN PERMIT	1,500
WRECKING/DEMOLITION PERMIT	300
OTHER PERMITS	100
Subtotal Building Department	<u>126,950</u>
POLICE & FIRE FEES	1,000
Subtotal Police & Fire Board	<u>1,000</u>
Grant Revenue	100,000
Subtotal Grants (Non CCBDG)	<u>100,000</u>
Grant Revenue	
Subtotal C.C.B.D.G	<u>-</u>
C-TICKET REVENUE	45,000
C-TICKET COLLECTION SVC	15,000
Subtotal "C" Tickets	<u>60,000</u>
ADJUDICATION REVENUE	15,000
ADJUDICATION COLLECTION SVC	1,000
Subtotal Adjudication	<u>16,000</u>
<u>TOTAL CORPORATE</u>	<u><u>3,457,385</u></u>

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
FIRE PROTECTION	
COOK COUNTY R.E. TAXES	120,436
WILL COUNTY R.E. TAXES	117,546
AMBULANCE FEES	175,000
INTEREST INCOME	70
GRANT REVENUE	280,000
9-1-1 REVENUE	3,300
MISCELLANEOUS INCOME	6,000
SALE OF VILLAGE SURPLUS	10,000
TRANSFER FROM CORPORATE	211,838
<u>TOTAL FIRE PROTECTION</u>	<u>924,190</u>
PARKS AND RECREATION	
COOK COUNTY R.E. TAXES	37,201
WILL COUNTY R.E. TAXES	36,288
INTEREST INCOME	
TRANSFER FROM CORPORATE	192,711
Subtotal Playground/Recreation	<u>266,200</u>
REG. FEE-AEROBICS	3,000
REG. FEE-KARATE	1,000
REG. FEE-TUMBLEBEARS	1,000
REG. FEE - ZUMBA	1,500
REG. FEE - BABYSITTING CLASS	600
RENTAL INCOME-COMMUNITY CTR	5,000
RENTAL INCOME-GYM (COMM CTR)	500
I.D. PROGRAM-RESIDENT	4,000
I.D. PROGRAM-NON RESIDENT	2,000
I.D. PROGRAM-SENIOR	4,500
FUNDRAISER	1,000
MISCELLANEOUS INCOME	500
Subtotal Community Center	<u>24,600</u>
RENTAL-PARKS	250

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
Subtotal Parks and Recreation	<u>250</u>
TOTAL PARKS AND RECREATION	<u><u>291,050</u></u>
 POLICE PROTECTION	
COOK COUNTY R.E. TAXES	45,168
WILL COUNTY R.E. TAXES	44,124
POLICE FINGERPRINTING	500
COOK COUNTY FINES	7,500
WILL COUNTY FINES	3,000
WILL CTY FINE-POL. VEHICLE FUND	200
WARRANT SERVICE FEE	
TRAINING REIMBURSEMENT	17,000
ADMINISTRATIVE TOWING FEES	40,000
ASSET FORFEITURE	
ASSET SEIZURE	
FOUND/RECOVERED PROPERTY	
INTEREST INCOME	35
GRANT REVENUES	1,100
9-1-1 REVENUE	4,000
SO. HTS. RADIO	6,336
LOAN PROCEEDS	90,000
SALE OF VILLAGE SURPLUS	2,000
TRANSFER FROM CORPORATE	1,690,016
 <u>TOTAL POLICE PROTECTION</u>	 <u><u>1,950,979</u></u>
 PUBLIC BENEFIT	
COOK COUNTY R.E. TAXES	9,200
WILL COUNTY R.E. TAXES	8,974
INTEREST INCOME	300
 <u>TOTAL PUBLIC BENEFIT</u>	 <u><u>18,474</u></u>
 WATER AND SEWER FUND	
WATER BILLING	700,000
WATER PENALTIES	

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
METER SALES	6,000
WATER TURN-ON FEE	2,500
INTEREST INCOME	2,000
MISCELLANEOUS INCOME	18,000
<u>TOTAL WATER AND SEWER FUND</u>	<u>728,500</u>
ROAD AND BRIDGE	
COOK COUNTY R.E. TAXES	18,350
WILL COUNTY R.E. TAXES	114,230
VEHICLE STICKERS	120,000
REPLACEMENT TAXES	2,000
INTEREST INCOME	70
MISCELLANEOUS INCOME	1,700
TRANSFER FROM CORPORATE	227,165
<u>TOTAL ROAD AND BRIDGE</u>	<u>483,515</u>
MOTOR FUEL TAX	
M.F.T. ALLOTMENTS	230,000
IPTIP-INTEREST INCOME	1,000
OTHER-INTEREST INCOME	100
MISCELLANEOUS INCOME	42,033
<u>TOTAL MOTOR FUEL TAX</u>	<u>273,133</u>
IMRF	
COOK COUNTY R.E. TAXES	119,898
WILL COUNTY R.E. TAXES	117,131
INTEREST INCOME	60
TRANSFER FROM CORP.	42,911
<u>TOTAL IMRF</u>	<u>280,000</u>
POLICE PENSION	
COOK COUNTY R.E. TAXES	131,791
WILL COUNTY R.E. TAXES	128,650
INTEREST INCOME	500
POLICE PENSION CONTRIBUTIONS	80,000
<u>TOTAL POLICE PENSION</u>	<u>340,941</u>

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
DEBT SERVICE	
COOK COUNTY R.E. TAXES	34,629
WILL COUNTY R.E. TAXES	33,862
INTEREST INCOME	200
<u>TOTAL DEBT SERVICE</u>	<u>68,691</u>
D.A.R.E.	
INTEREST INCOME	10
PROGRAM DONATION	6,500
TRANSFER FROM CORP	4,000
<u>TOTAL D.A.R.E</u>	<u>10,510</u>
LIABILITY INSURANCE FUND	
COOK COUNTY R.E. TAXES	395,009
WILL COUNTY R.E. TAXES	385,815
VH FIRE 2014	
EMPLOYEE CONTRIBUTION HEALTH	90,000
COBRA-HEALTH INSURANCE	
COBRA-DENTAL INSURANCE	
RETIREE-HEALTH INSURANCE	6,720
INTEREST INCOME	500
MISCELLANEOUS INCOME	
CLAIMS/REFUNDS/REIMBURSEMENT	
TRANSFER FROM CORP	201,642
<u>TOTAL LIABILITY INSURANCE FUND</u>	<u>1,079,686</u>
HSEM	
COOK COUNTY R.E. TAXES	16,963
WILL COUNTY R.E. TAXES	16,543
INTEREST INCOME	20
SALE OF VILLAGE SURPLUS	
TRANSFER FROM CORPORATE	32,841
<u>TOTAL HSEM</u>	<u>66,367</u>
AUDITING	
COOK COUNTY R.E. TAXES	13,154

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
WILL COUNTY R.E. TAXES	12,840
INTEREST INCOME	10
TRANSFER FROM CORPORATE	13,996
<u>TOTAL AUDITING</u>	<u>40,000</u>
MUNICIPAL BAND	
COOK COUNTY R.E. TAXES	1,464
WILL COUNTY R.E. TAXES	1,429

**Village of Steger Revenues
Fiscal Year 2015**

	<u>Total Appropriation</u>
<u>TOTAL MUNICIPAL BAND</u>	<u>2,893</u>
SCHOOL CROSSING GUARD	
COOK COUNTY R.E. TAXES	5,773
WILL COUNTY R.E. TAXES	5,622
TRANSFER FROM CORPORATE	7,080
<u>TOTAL SCHOOL CROSSING GUARD</u>	<u>18,475</u>
TIF #1	
WILL COUNTY R.E. TAXES	115,000
<u>TOTAL TIF #1</u>	<u>115,000</u>
TIF #2	
COOK COUNTY R.E. TAXES	10,000
<u>TOTAL TIF #2</u>	<u>10,000</u>
TIF #3	
COOK COUNTY R.E. TAXES	69,867
<u>TOTAL TIF #3</u>	<u>69,867</u>
TIF #4	
WILL COUNTY R.E. TAXES	100,000
<u>TOTAL TIF #4</u>	<u>100,000</u>
<u>TOTAL ALL FUNDS</u>	<u>10,329,656</u>

tabled 1-5-15

VILLAGE OF STEGER

APPLICATION FOR LICENSE TO SELL ALCOHOLIC LIQUOR AT RETAIL

Application for License to Sell Beer & Liquor (Beer, Liquor, Beer and Liquor)

To the _____ of _____ and State of Illinois:

The undersigned hereby makes application for a license for the sale at retail of alcoholic liquors under the provision of an Act entitled, "An Act relating to alcoholic liquors."

1. Name: Mahmood Lakha, Home Phone: 773 516 9874, Address: 4225 W 79th Place Chicago, IL 60652, Bus. Phone: 847 679 5398

Mahmood Lakha, President & Secretary, W.O.P.

2. Citizenship: USA, Place of birth: Karachi, Pakistan, Time and place of naturalization: Chicago, IL

2. Citizenship: _____, Place of birth: _____, Time and place of naturalization: _____

3. Character of business of applicant is: Corporation

4. Length of time in that business: 15 Years

5. Amount of goods, wares and merchandise on hand: _____

6. Location and description of premises or place of business which is to be operated under such license: Gas station, 500 W 30th Street, Steger, IL 60475

7. The applicant has not made a similar application for a similar other license on premises other than described in this application.

Disposition of such application: _____

8. Applicant has never been convicted of a felony and is not disqualified to receive a license by reason of any matter or thing contained in this Act.

9. State whether a previous license by any state or subdivision thereof, or by the federal government has been revoked: NO

Give reasons therefor: _____

10. Applicant has received a local license from _____ to sell alcoholic liquor at retail.

11. Applicant will not violate any of the laws of the State of Illinois or of the United States in the conduct of his place of business.

12. Applicant has not received or borrowed money or anything else of value, and will not receive or borrow money or anything else of value (other than merchandising credit in the ordinary course of business for a period not to exceed ninety days, as expressly permitted under Section 4 of Article VI hereof), directly or indirectly from any manufacturer, importing distributor or distributor, representative of any such manufacturer, importing distributor or distributor, nor be a party in any way, directly or indirectly, to any violation by a manufacturer, distributor or importing distributor of Section 5 of Article VI of this Act.

Dated this 18 day of DECEMBER, A. D. 2014, Mahmood Lakha Applicant.

STATE OF ILLINOIS, County of COOK

MAHMOOD LAKHA, being first duly sworn upon, oath states that he read the above and foregoing application and knows the contents thereof, and that the same and the facts therein are true.

Subscribed and sworn to before me this 18 day of DECEMBER, A. D. 2014, [Signature] Notary Public.



BUILDING DEPARTMENT REPORT

DECEMBER, 2014

27 TOTAL NEW PERMITS ISSUED.

\$3,982.00 TOTAL REVENUE COLLECTED ON NEW PERMITS.

19 REPAIRS PERMITS ISSUED.

\$ 2,862.00 TOTAL REVENUE COLLECTED ON REPAIR PERMITS.

2 ELECTRICAL PERMITS ISSUED.

\$ 219.00 TOTAL REVNUUE COLLECTED ON ELECTRICAL PERMITS.

4 PLUMBING PERMITS ISSUED.

\$ 641.00 TOTAL REVNUUE COLLECTED ON PLUMBING PERMITS.

2 SIGN PERMITS ISSUED.

\$ 260.00 TOTAL REVNUUE COLLECTED ON SIGN PERMITS.



TOSHIBA
Recommendation

For

Village of Steger

Proven Business Systems

18450 Crossing Drive

Tinley Park, Il 60487

Phillip Faso

708-906-0372

TOSHIBA
Leading Innovation >>>

Canon

 **KYOCERA**

LEASING INFORMATION

\$1.00 Buy Out

(No Taxes –No Down Payment)

	<u>60 Months</u>	<u>48 Months</u>	<u>36 Months</u>
Toshiba e-STUDIO 3055C <i>(30 ppm B/W-30 ppm Color)</i>	\$181.60 <i>10,901.60</i>	\$219.50 <i>10,531.00</i>	\$276.40 <i>9,950.40</i>
Document Feeder	Included	Included	Included
Automatic Duplexing	Included	Included	Included
Color Print System	Included	Included	Included
Color Scan System	Included	Included	Included
Banner Printing	Included	Included	Included
Mobile Printing	Included	Included	Included
2- 550 Sheet Drawers	Included	Included	Included
100 Sheet By-Pass	Included	Included	Included
USB/Flash Drive Print & Scan Capabilities	Included	Included	Included
Cabinet	Included	Included	Included
Fax Board	\$17.20	\$21.70	\$27.20
2000 Sheet Paper Tray	\$16.80	\$20.40	\$25.50
Stapling Finisher	\$38.60	\$46.10	\$57.80
3 Hole Punch	\$12.20	\$14.90	\$18.70

Lease Prices good thru November 30, 2014

Muneypal

SERVICE INFORMATION

ALL INCLUSIVE CONTRACT

All B/W Copies billed @ .009/Copy

All Color Copies billed @ .07/Copy

Includes: All parts, labor, drums, developer, rollers, blades, **Toner**, toner bags, Unlimited service calls and cleanings.

Excludes: Paper & Staples

- Guaranteed 4 hour response time
- Customers calling the office will be greeted with a live voice to handle any needs
- Upon request and at no additional cost to the customer Proven offers a 2 hour emergency response time.
- Proven Business Systems offers a same day loaner policy if necessary
- Proven Business Systems will hand deliver toner in the case of an emergency

Delivery Information

Delivery, Installation, Set-Up and Training

Included

Networking Information

Installation, Set-up and Training

Included



WHY PROVEN BUSINESS SYSTEMS?????

- ❑ With over 40 years of experience in the industry, **Proven** Business Systems knows the importance of giving customers the service and support that they deserve. We understand that there is a market for a company who treat their customers with honesty, care, and respect and that is exactly what we do.
- ❑ Proven Business Systems is an authorized dealer of the **Toshiba**, **Canon**, and **Kyocera** lines of office equipment. With multiple lines, Proven has the ability to find the exact machine to meet all of your needs.
- ❑ Along with multiple lines of equipment, **Proven** Business Systems offers a full line of document management solutions to minimize any problems an office may have conducting their day-to-day business.
- ❑ Proven Business Systems offers a **guaranteed 4 hour** response time.
- ❑ Proven Business Systems will greet you with a live voice every time you call our office.
- ❑ Proven Business Systems offers a 2 hour emergency service call. If a customer is in an emergency they can evoke the 2 hour option at no additional cost. This will remain in place as long as customers are not abusing this service.
- ❑ Proven Business Systems offers a same day loaner policy if necessary. If for some reason a machine can not be fixed that day, Proven will bring a similar machine the same day for the customers use.
- ❑ Proven Business Systems will hand deliver toner in the case of emergencies.
- ❑ Proven Business Systems employs a committed staff of sales and service employees that are more than willing to help in any way they can.
- ❑ Proven Business Systems has over a **95%** customer retention rate.

Thank you for taking the time to read this and I look forward to a fine relationship between our two companies.

- > Up to 35 PPM
- > Color MFP
- > Med/Large Workgroup
- > Copy, Print, Scan, Fax
- > Secure MFP



There's more to Toshiba color than ever before.

Now you can copy, print, scan and fax with an MFP that's smaller, quieter, sleeker, and faster than ever. The new e-STUDIO2555c/3055c/3555c from Toshiba is designed to replace black and white printing with affordable full color, while still offering high quality black and white.

Color options to match your needs.

For all those times you want to print in color but settle for black and white, there's the e-STUDIO2555c/3055c/3555c. It's designed to make color more efficient and accessible. Whether you want to spruce up a presentation with color produced up to a remarkable 25/30/35 pages per minute or print crisp, clear black and white, you'll be impressed with all that the e-STUDIO2555c/3055c/3555c has to offer. Unique features like the e-BRIDGE Universal Print Driver, the only driver needed for multiple users, allowing you to switch between PS and PCL. It includes plug-ins so you can add features.

More compact with more impact.

Even though it's chock-full of extraordinary features, the e-STUDIO2555c/3055c/3555c has one of the smallest footprints of any MFP in its class. So, it can be used wherever space is limited. It's lighter, too, which makes it

easier to ship and move around the office. Even the noise level has been reduced, with a quieter drive motor, fan motor and clutch. And none of these efficiencies affect the output. In fact, image quality is incredible, thanks to a new low temperature color toner that increases the color gamut.



e-STUDIO™2555c/3055c/3555c

A new standard has officially been set.

Multiple functions, innumerable benefits and millions of colors have never been more accessible. The e-STUDIO2555c/3055c/3555c is easily integrated, customizable and solutions ready, with an open platform. You'll also appreciate cloud and mobile printing and scanning along with a host of other benefits.

Easy integration

Includes flexible customization, new EFMS device management and system software upgraded by patch, cloning and F/W updates.



Open platform

Take advantage of flexible integration into solution applications, output management interface, and an embedded Web browser that can be registered in a template.



Cloud, internet, and mobile printing/scanning

Enjoy mobile convenience with e-BRIDGE support for new cloud computing and mobile applications as well as Internet browsing and printing from the Internet.



Universal print driver

One driver works for all users. tandem print comes standard, and additional optional plug-ins can be put directly into the driver.



Impressive image quality

Low temperature color toner increases range of colors. Other benefits include high gloss output, e-BRIDGE Color Profiler and spot-on color matching.



AquaAce specialty paper support

Achieve brilliant color that's water, weather and fade resistant. It's like laminated paper without the lamination, in legal and letter sizes. Banner printing can be done using paper up to 12" x 47".



Compact and lightweight

It has one of the smallest footprints of any comparable MFP. It's 37% lighter than before and substantially quieter.



Low power consumption

New energy saving technologies have been incorporated, resulting in reduced power consumption.



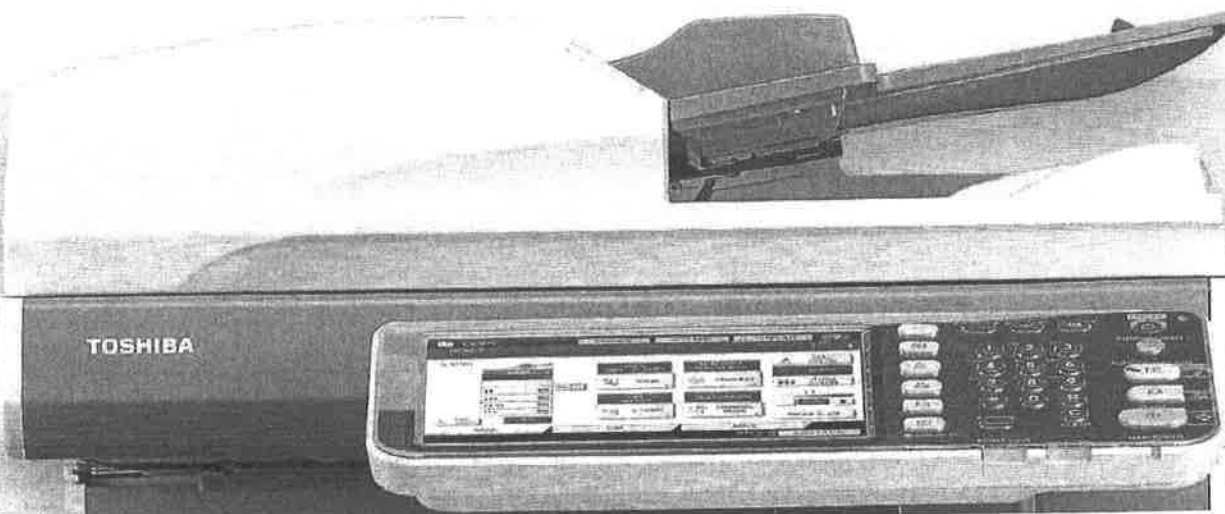
Improved serviceability

The replacement of process units is easier and can be performed without a screwdriver. Automatic detection and initialization of a new unit has been added.



High security

A unique Self Encrypting Drive (SED) includes Toshiba's proprietary Wipe Technology along with a suite of security functions that create a level of data protection that's unequalled.



Your data has never been more secure.

Toshiba knows that security is a high priority for businesses today. That's why we've put leading innovation to work and developed security measures that are unsurpassed.

Wipe Technology – it's like the data was never there.

It makes perfect sense. The best way to keep your data secure is to use a method no one else has replicated. That's just what we've done at Toshiba with our proprietary Wipe Technology. The e-STUDIO2555c/3055c/3555c offers Toshiba's proprietary Self-Encrypting Drive equipped with our Wipe Technology as well as a suite of impressive security functions to keep data protected. If the HDD is taken from the MFP and installed into another device, all of the data is automatically erased. However,

if it's taken out and then returned to the same MFP, the data is not erased and can be accessed immediately as needed. There is also an encryption key that's securely stored on the HDD.

Security taken to the next level.

Additional security features include a secure PDF encryption feature with up to 128-bit AES, IP/MAC address filtering, Role Based Access Control, an SNMPv3 protocol for enhanced security administration and an optional IPSec protocol, to name a few. In all, the features permit a security mode that complies with the extremely high security level—IEEE2600.1.

- > Self Encrypting Drive
- > IPSec Enabler (optional)
- > Common Criteria EAL 3+
- > IP Filtering
- > Network Port Control
- > Secure PDF
- > Private Print



Benefits include a 3,200-sheet capacity (including an optional 2,000-sheet LCF), direct USB printing, and a tiltable display.

Manage, capture and deliver documents with simple one-touch control using the large, 9" color control panel. It's designed to be easy to read and use.

Planera Architects

18225 Morris Ave, Homewood, IL 60430
P 708-747-3600 F 708-747-3650
www.planeraarchitects.com

January 15, 2015

Mr. Mike Tilton - Village Administrator
Village of Steger
3320 Lewis Avenue
Steger, IL 60475

Re: Temporary Police Modifications
14-745-03

Dear Mike

Attached is the Bid Tally sheet for the above referenced project. Bids were received at the Village Hall on Lewis Avenue and read aloud at 10:00am on January 15, 2015. Nine bids were submitted.

The project involves miscellaneous modifications to the temporary police facility on Emerald Avenue.

In general the work will include:

- A new front and rear entry door
- A new wall with glass window inside the front entry area separating a reception area and secretary area
- A chief's office
- Deputy Chief and Detective's offices
- A Processing Room
- Secure door hardware
- Associated electrical and mechanical work

An alternate bid was included as directed. The Alternate bid includes cladding existing wood paneling with drywall and paint. The alternate is optional and not required.

The apparent low bidder is Talsma Builders with a Base Bid amount of \$66,710.00. We have contacted Talsma and they have confirmed they are comfortable with the results. Our estimate for this work was \$72,000.00.

We recommend the project be awarded to the lowest responsive bidder, Talsma Builders, Inc. in the base bid amount of \$66,710.00.

Please do not hesitate to call should you have any questions.

Respectfully,

Planera Architects



Mario Planera, Architect

January 14, 2015

To: President Kenneth A. Peterson Jr. and Board of Trustees

From: Carl A. Mormann, Chief of Police

Subject: Transfer of Property

ACTION: For Tuesday, January 20, 2015

Brief History

The below listed village vehicle has been part of the police departments fleet of patrol vehicles for the past eight years. Said vehicle was slated to be taken out of service this year, and now has in excess of 106,000 miles registered on the odometer. Additionally, said vehicle has significant mechanical problems which are simply cost prohibited for the police department to repair.

1. Unit #08-1, a 2008 Ford Explorer with VIN-1FMEU73E98UB1127

Analysis of Issue

This vehicle is currently cost prohibited for the police department to repair and in its current state does not provide any benefit to the police department. This vehicle does however, have value to the Fire Department. The Fire Department has indicated they have a use for said vehicle and the means in which to repair said vehicle and put it back into service as an addition to their fleet. It is therefore recommended the vehicle be transferred from the police department to the fire department for their use.

Budget Impact

As this vehicle was slated to be removed from service this year and replaced there is no significant impact on the department's budget.

Staff Conclusions/Recommendations

Staff recommends the transfer of said vehicle from the police department to the fire department for further utilization.

Alternatives

1. Pay for extensive repairs to make vehicles safe and operational.
2. Declare vehicle surplus and sell at public auction to the highest bidder.

Signed,



Carl A. Mormann
Chief of Police



Comprehensive Quotation

Sales Account Manager
 Melissa Martz
 melissa.martz@stryker.com
 Cell: 269-352-0833

Remit to:
 P.O. Box 93308
 Chicago, IL 60673-3308

End User Shipping Address

1245721
 STRYKER QUOTE
 3800 E CENTRE AVE
 PORTAGE, MI 49002

Shipping Address

1245721
 STRYKER QUOTE
 3800 E CENTRE AVE
 PORTAGE, MI 49002

Billing Address

1245721
 STRYKER QUOTE
 3800 E CENTRE AVE
 PORTAGE, MI 49002

Customer Contact	Ref Number	Date	PO Number	Reference Field	Quote Type
Steger Trial Unit	3940604	01/07/2015	STEGER	Steger	DEMO UNIT

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
1.00	1	Protect+ Power Cot 6500- 7Year	77110001	\$4,249.15	\$4,249.15	
2.00	1	Power-PRO XT	650600000	\$14,556.00	\$14,556.00	
		Options				
	1	Power-PRO XT	650600000	\$14,556.00	\$14,556.00	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	XPS Option	6506040000			
	1	No Runner/HE O2	0054200994			
	1	Equipment Hook	6500147000			
	1	Non Power-Load Compatible	6506029000			
	1	Knee-Gatch/Trendelenburg	6500082000			
	1	Retractable Head Section O2	6085046000			
	1	Pocketed Back Rest Pouch	6500130000			
	1	Head End Storage Flat	6500129000			
	1	English Manual	6506600000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	XPS Knee Gatch Bolster Matress	6500003130			
	1	Steer Lock Option	6506038000			
	1	3 YR X-Frame Powertrain Wrnty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	3 Stage IV Pole PR Option	6500315000			
	1	G-RATED RESTRAINT PACKAGE	6500002030			

Note:

Product Total	\$18,805.15
Freight	\$0.00
Tax	\$0.00
Total Incl Tax & Freight	\$18,805.15

Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 Days, FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-STRYKER.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

scf

BUSINESS LICENSE APPLICATION

BUSINESS NAME: Fadi wireless inc ADDRESS: 3335 Chicago Road

APPLICANT'S NAME: Fadi Mohammad ADDRESS: 6 old Farm South Court

CITY: Bradley STATE: IL ZIP CODE: 60915

BUSINESS PHONE: _____ HOME PHONE: 815-295-2036

TYPE OF BUSINESS: (Please explain your proposed operations, types of products and services include hours of operations and whether your business is wholesale or retail) _____

Boost Mobile cell phone store. We also sell accessories and air time and repairs.

STATE TAX NO.: 4094-7972 THE VILLAGE OF STEGER MUST BE NAMED ON YOUR STATE TAX FORM AS RECEIPT OF SALES TAX

FLAMMABLE MATERIALS?: NO INSIDE: _____ OUTSIDE: _____

PARKING SPACES: CUSTOMER: _____ HANDICAP: _____ EMPLOYEE: _____

Return completed application, along with \$50.00 fee to the Village Clerk's Office. The completed application will be presented to the Village Board for approval pending inspections. Once your business is set up, you must contact the Village Hall and set up for three (3) inspections (Fire, Building and Health). Once the inspections have been approved, your final business license invoice must be paid. Your final official business license will be hand delivered to your business.

Applicant's Signature: [Signature] Date: 11-11-14

FOR OFFICE USE ONLY

ZONING OF PROPERTY: _____ seg 17780

INSPECTIONS:	BUILDING	DATE: <u>1-05-15</u>	APPROVED BY: <u>[Signature]</u>
	FIRE	DATE: <u>1-7-15</u>	APPROVED BY: <u>[Signature]</u>
	HEALTH	DATE: _____	APPROVED BY: _____

BOARD APPROVAL: DATE: _____ 45 DAY TEMPORARY LICENSE EXPIRES: _____

INSPECTION FEES: AMOUNT PAID: _____ DATE PAID: _____ RECEIPT #: _____