

VILLAGE OF
STEGER
BOARD OF TRUSTEES
REGULAR MEETING AGENDA

APRIL 20, 2015

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. AWARDS, HONORS, AND SPECIAL RECOGNITIONS

RESOLUTION NO. 1078 A RESOLUTION HONORING MICHAEL HASKINS
ON HIS RETIREMENT AFTER 23 YEARS OF
SERVICE

- E. MINUTES OF PREVIOUS MEETING
- F. AUDIENCE PARTICIPATION
- G. 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
- H. PAYING OF THE BILLS
- I. CORRESPONDENCE
- J. OLD BUSINESS:

Mayoral Appointments to Boards and Commissions (tabled 1/20/15, 2/2/15, 2/17/15 & 3/2/15, 3/16/15 & 4/6/15)

- K. NEW BUSINESS:

ORDINANCE NO. 804-15 AN ORDINANCE AMENDING CHAPTER SIX, SECTION 6-76 ENTITLED LIMITATIONS ON LICENSES (Patti's Café Liquor License)

PROCLAMATION

PROCLAIMING MAY MOTORCYCLE AWARENESS MONTH

Professional Services Agreement with Plante & Moran, PLLC for audit services, not to exceed \$28,350.00.

Consideration and Approval of Public Relations and Event Logistics Proposal with *Mixed Design*

Consideration and Approval of vision plan changes

A request from Diane McCormack, Amanda Dorans and Alyssa Thorpe to solicit donations for the Cancer Support Center at the intersection of Chicago Road and Steger Road on Saturday, May 16th.

L & R Auto at 3218 Chicago Road, Business Proposal

Cub Scout pack 173 requests that Richton Road between Crystal and Ashland be closed to through traffic on June 20th from 1-4pm for Cubmobile races. Half of the road will be open for occasional traffic.

Cub Scout pack 173 requests permission to use the Village Hall parking lot at 35 West 34th Street on May 16th Armed Forces Day. The scouts will honor our veterans with free coffee and donuts. The scouts also ask that the information be promoted on the Village's digital sign.

Steger Little League requests permission for "Tag Days" on May 22nd and 23rd.

- L. ADJOURN TO CLOSED SESSION – Personnel and Contracts (tabled 4/6/15)

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

- M. 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 6th day of April, 2015 in the Municipal Building of the Village of Steger with the Village Clerk Carmen S. Recupito, Jr. attending and President Kenneth A. Peterson, Jr. presiding.

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

Mayor Peterson asked the audience to join him in a moment of silence to honor the memory of Trustee Andy Banicki who passed away April of 2014, after battling cancer.

AWARDS, HONORS & SPECIAL RECOGNITIONS

Fire & Police Board Secretary Matt Wenzel, Chairperson Michael Riley and Commissioner Roger Wommack swore Alex Farkas to the office of Full Time Patrolman. Police Chief Mormann Mayor Peterson, the Village Board and audience congratulated Officer Farkas.

Fire & Police Board Secretary Matt Wenzel, Chairperson Michael Riley and Commissioner Roger Wommack swore Officer Harley Lackey to the office of Police Sergeant. Police Chief Mormann Mayor Peterson, the Village Board and audience congratulated Sergeant Lackey.

MINUTES

Trustee Perchinski made a motion to approve the minutes of the previous Board Meeting, as written. Trustee Lopez seconded the motion. Voice vote was called; all ayes. Motion carried.

AUDIENCE PARTICIPATION

Pat Brackman of Immanuel Lutheran Church addressed the board and suggested three different options to the Board for using the Church's "Activity Center" as a "Youth Center" for the Village. Mayor Peterson asked the Board to consider the proposal and to discuss it further at the next Board meeting.

Jim Herr of Miller Woods discussed a tree trimming business in the area and the condition of his property. Mr. Herr asked the Board to investigate the problem. Public Infrastructure Director Dave Toepper is working on the problem.

Mr. Herr also thanked Public Works for the great job done this winter on snow removal.

Jim Patrevito of East 227th Place discussed a Miller Woods street that is being used as a drag strip. Mr. Patrevito suggested a temporary speed bump that could be removed each winter to accommodate snow plowing. Mayor Peterson assured Mr. Patrevito that the Police will pay special attention to the area.

REPORTS

Village Administrator Mike Tilton thanked the Fire Department for taking aerial photographs of the property at Sauk Trail and Cottage Grove Avenue.

Director of Public Infrastructure Dave Toepper reported that he and Mr. Tilton are meeting Tuesday with Republic Services regarding street sweeping and yard waste pick up. Next week they will meet with Bowman Engineering at a Pre-Construction meeting regarding the summer road work projects. August 15th Mr. Toepper will meet with IDOT regarding Union Avenue and Kings Road work.

Fire Chief Nowell Fillion reported that the Fire Department is up to 270 calls year to date. In March there were 82 ambulance calls, 15 fire calls and gave mutual aid 4 times. Lt. Gibbs, John Pacelli and Training Officer Todd Ragusin have signed up for Structure 1 State Certification. Brian Pierce is in his 9th week of EMT training.

Chief Fillion thanked the Police Department for providing information to the Fire Department so that the Fire Department is prepared as they approach a fire. Chief Fillion also thanked Public Works for providing water necessary to fight the fires and EMA for providing the light truck during emergencies.

Chief Fillion also reported that Deputy Chief Baine and Rogel Hamilton responded to a fire on Durham Drive. From the time the call was toned out, the fire was struck in 11 minutes. A recent call to a 2nd story fire on Richton Road was struck within 16 minutes of being toned out. That call was at 3am.

Chief Fillion also read a card received from Mr. Avery thanking Fire, Police and Dispatch for a job well done.

Police Chief Carl A. Mormann referred to his weekly reports.

Chief Mormann also reported that the next Coffee with a Cop will be April 13th at 9am at Raspberry's Pancake House.

EMA Chief Tom Johnston reported that in March EMA had 8 regular patrols, 4 functions and 14 emergency callouts for a total of 243 man hours.

Chief Johnston hopes to have the Mobile Command Center on site for the next Board meeting for inspection.

Community Center Director Diane Rossi was absent. Trustee Sarek reported on damage to the batting cages at the park.

HR Director Mary Jo Seehausen had no report.

Housing and Community Development Director Alice Peterson announced that there will be a free Homebuyers Workshop seminar at the Village Hall on Saturday, May 16th from 10am to noon.

Trustee Buxton gave the financial report. His report is attached to the minutes.

TRUSTEES' REPORTS

Trustee Skrezyna had no report.

Trustee Kozy had no report

Trustee Lopez had no report.

Trustee Sarek reported that the both Veterans and Firemen's Parks will be alarmed soon.

Trustee Perchinski reminded everyone that April 7th is Election Day and encouraged all residents to vote.

CLERK'S REPORT had no report.

PRESIDENT'S REPORT- thanked the Fire Department and all departments for efforts during the recent fires in the Village.

BILLS

Trustee Skrezyna made a motion to pay the bills as listed, except the invoices for Joseph Schudt and Associates. The invoices are for \$1616.50 and \$142.00. Trustee Perchinski seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

CORRESPONDENCE

None

OLD BUSINESS:

Trustee Perchinski made a motion to table Mayoral Appointments to Boards and Commissions, at the Mayor's request. Trustee Lopez seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to table indefinitely, the Liquor License Application of Mahmood Lakha 500 Food Mart at 500 W. 34th Street until Mahmood comes to the Board with a new plan. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to table indefinitely, the Temporary Business License Application of Touche's at 3336 Chicago Road. Trustee Skrezyna seconded the motion. Voice vote was called; all ayes. Motion carried.

Anthony Santori discussed his business plan for Patti's Café at 27 E. 34th Street (formerly On-a-Roll) The café will serve sandwiches, sweet treats, beer and wine. Trustee Perchinski made a motion to approve the temporary business license application. Trustee Sarek seconded the motion. Roll was called. The following trustees voted aye; Perchinski, Sarek, Lopez and Kozy. Trustees Skrezyna and Buxton voted no. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to approve the Liquor License Application of Patti's Café (formerly On-a-Roll) at 27 E. 34th Street for beer and wine only. Trustee Sarek seconded the motion. Roll was called. The following trustees voted aye; Perchinski, Sarek, Lopez and Kozy. Trustees Skrezyna and Buxton voted no. Mayor Peterson voted aye. Motion carried.

NEW BUSINESS:

Trustee Perchinski made a motion to adopt Ordinance No. 1094 AUTHORIZING AND APPROVING THE DISPOSAL OF PERSONAL PROPERTY FOR THE VILLAGE OF STEGER. Trustee Lopez seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to adopt RESOLUTION NO. 1075 FOR IMPROVEMENT BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to adopt RESOLUTION NO. 1076 FOR IMPROVEMENT BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE. Trustee Kozy seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Lopez made a motion to adopt RESOLUTION NO. 1077 FOR IMPROVEMENT BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE. Trustee Buxton seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to table indefinitely the business license application of Midwest Great Danes at 22635 State Street, as a Zoning change will be required. Trustee Lopez seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Sarek made a motion to approve the request from Steger Wildcats Football and Cheer to hold tag days on April 11, May 12 and June 6, 2015. All donation collectors must be 18 years of age and over and wearing safety vests. No one under 18 shall participate in the fundraising effort.

Trustee Kozy made a motion to approve the request of Public Infrastructure Dave Toepper's request to hire two seasonal employees, as the expense has been budgeted. Trustee Sarek seconded the motion. Roll was called and the following Trustees voted aye; Buxton, Skrezyna, Kozy, Lopez, Sarek and Perchinski. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to table Executive Session to discuss Personnel and contracts. Trustee Buxton seconded the motion. Voice vote was called; all ayes. Motion carried.

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

MEETING ADJOURNED AT 7:40 pm

Kenneth A. Peterson, Jr., Village President

Carmen S. Recupito, Jr., Village Clerk

SYS DATE:04/16/15

village of steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 1

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GEMINI PLUMBING COMPANY INC					
21638		01-00-31100		BLDG MAINT	2952.08
SAUK TRAIL CAR WASH					
033115		01-00-31805		CAR WASH - ADMIN	11.00
COMED					
22049 0415		01-00-33102		MONTHLY SERVICE	262.44
COMED					
24002 0415		01-00-33102		MONTHLY SERVICE	382.73
COMED					
73007 0415		01-00-33102		MONTHLY SERVICE	180.95
COMED					
80004 0315		01-00-33102		MONTHLY SERVICE	31.47
COMED					
80004 0415		01-00-33102		MONTHLY SERVICE	31.47
COMED					
81001 0415		01-00-33102		MONTHLY SERVICE	40.56
WALTON OFFICE SUPPLY					
288269-1		01-00-33500		OFFICE SUPPLIES	39.41
WALTON OFFICE SUPPLY					
288503-0		01-00-33500		OFFICE SUPPLIES	75.89
WALTON OFFICE SUPPLY					
288604-0		01-00-33500		OFFICE SUPPLIES	16.64
WALTON OFFICE SUPPLY					
288647-0		01-00-33500		OFFICE SUPPLIES	56.11
NEOFUNDS BY NEOPOST					
STEGE001127254		01-00-33600		POSTAGE	541.56
U.S. POSTAL SERVICE					
040215		01-00-33600		POSTAGE	1000.00
U.S. POSTAL SERVICE					
041515		01-00-33600		POSTAGE	2000.00
VERIZON WIRELESS					
9743389299		01-00-33700		MONTHLY CELL SERV	546.01
WILL COUNTY RECORDER					
040115		01-00-33900		LAWN MAINT LIENS	792.75
T & T BUSINESS SYSTEMS, INC.					
80922		01-00-33901		COPIER LEASE	141.00
DEL GALDO LAW GROUP LLC					
16128		01-00-34100		LEGAL SERVICES	4198.07
KANE MC KENNA AND ASSOCIATES INC					
13070		01-00-34102		STEGE TIF LEGAL	2400.00
ALFRED G. RONAN, LTD					
MARCH 2015		01-00-34500		MARCH 2015	4000.00
BOARMAN KROOS VOGEL GROUP INC					
40013		01-00-34500		VH & PD STUDY	3256.44
FORTE					
18930		01-00-38900		MONTHLY FEE	5.00
CHICAGO SOUTHLAND CHAMBER OF COMMERCE					
17268		01-00-38901		2015-16 DUES	540.00
CANON FINANCIAL SERVICES, INC					
14763010		01-00-41100		LASERFICHE	486.40
CANON FINANCIAL SERVICES, INC					
14763011		01-00-41100		LASERFISCHE	1199.45
TOTAL FOR FUND 01		DEPT. 00			25187.43

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 2

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
ILLINOIS FIRE & POLICE					
2015 MEMBERSHIP		01-02-38900		MEMBERSHIP DUES 2	375.00
VERIZON WIRELESS					
9743389299		01-02-38900		MONTHLY CELL SERV	18.04
TOTAL FOR FUND 01		DEPT. 02			393.04
DRISCOLL, BRIAN					
2015-03		01-06-34550		HEARING OFFICER	200.00
MUNICIPAL SYSTEMS, INC					
10898		01-06-34901		C TICKET EXPENSE	2156.13
TOTAL FOR FUND 01		DEPT. 06			2356.13
VERIZON WIRELESS					
9743389299		01-07-33700		MONTHLY CELL SERV	60.12
DRISCOLL, BRIAN					
2015-03		01-07-34550		HEARING OFFICER	200.00
MUNICIPAL SYSTEMS, INC					
10897		01-07-34902		MOVE/ABC	352.50
TOTAL FOR FUND 01		DEPT. 07			612.62
TOTAL FOR FUND 01				28549.22	
MIDWEST DOCK SOLUTIONS					
80217		02-00-31100		GARAGE DOOR MAINT	285.00
ACE HARDWARE IN STEGER					
033115		02-00-31700		EQUIPMENT MAINT	113.31
EASTCOM					
MAY 2015		02-00-31801		RADIO MAINT	80.45
QUALITY WELDING COMPANY					
7762		02-00-31805		REPAIR BUMPER	240.00
HERITAGE F/S, INC.					
65895		02-00-33300		DEISEL FUEL	401.28
WALTON OFFICE SUPPLY					
288581-0		02-00-33500		OFFICE SUPPLIES	162.22
ACE HARDWARE IN STEGER					
033115		02-00-33501		SHOP SUPPLIES	76.64
AIRGAS USA LLC					
9037714202		02-00-33501		shop supplies	276.00
MENARDS - MATTESON					
80604		02-00-33501		SHOP SUPPLIES	77.84
COMCAST BUSINESS					
34696298		02-00-33700		MONTHLY SERVICE	524.34
VERIZON WIRELESS					
9743389299		02-00-33700		MONTHLY CELL SERV	119.07
HENRY SCHEIN					
18303191		02-00-33702		OXIMETER	99.90
EASTCOM					
MAY 2015		02-00-34252		DISPATCH SERVICE	3285.00

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 3

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT
			DESCRIPTION		DIST
W L CONSTRUCTION SUPPLY	6658	02-00-37800	TOOLS/WORK EQUIPM		594.84
JCM UNIFORMS	701463	02-00-37805	PERSONAL EQUIPMEN		114.00
TOTAL FOR FUND 02		DEPT. 00			6449.89
TOTAL FOR FUND 02				6449.89	
MEDLEY, DELAREE	21185	03-30-29204	PUNCH CARD REFUND		55.00
PETTY CASH	025159	03-30-31100	VACUUM MAINTENANC		59.00
COMED	19001 0415	03-30-33100	MONTHLY SERVICE		45.34
PETTY CASH	79824	03-30-33500	OFFICE SUPPLIES		8.50
PEDERSOLI, JODI	040315	03-30-33504.01	AEROBICS TEACHER		160.00
MADSEN, AMY	040315	03-30-33504.10	ZUMBA INSTRUCTOR		140.00
COMCAST BUSINESS	34696298	03-30-33700	MONTHLY SERVICE		199.13
VERIZON WIRELESS	9743389299	03-30-33700	MONTHLY CELL SERV		29.09
SMITHEREEN COMPANY	1131278	03-30-33703	BLDG MAINT		57.00
PROTECTION ONE ALARM MONITORING, INC.	032615	03-30-33704	MONTHLY SERVICE		41.50
PROTECTION ONE ALARM MONITORING, INC.	040215	03-30-33704	MONTHLY SERVICE		31.02
UNIFIRST CORPORATION	062 0111690	03-30-38900	WEEKLY SERVICE		41.65
UNIFIRST CORPORATION	062 0112740	03-30-38900	WEEKLY SERVICE		41.65
UNIFIRST CORPORATION	062 0113773	03-30-38900	WEEKLY SERVICE		41.65
UNIFIRST CORPORATION	062 0114632	03-30-38900	WEEKLY SERVICE		41.65
UNIFIRST CORPORATION	062 0115681	03-30-38900	WEEKLY SERVICE		41.65
TOTAL FOR FUND 03		DEPT. 30			1033.83
COMED	66000 0415	03-31-33100	MONTHLY SERVICE		282.84
TOTAL FOR FUND 03		DEPT. 31			282.84
TOTAL FOR FUND 03				1316.67	

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 4

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
ACE HARDWARE IN STEGER	033115	04-00-31805		VEHICLE MAINT	2.69
SAUK TRAIL CAR WASH	033115	04-00-31805		SQUAD WASHES	253.00
SCOTT'S-U-SAVE	366678	04-00-31805		VEHICLE MAINT	25.00
SUPERIOR OIL SERVICE	269396	04-00-31805		VEHICLE MAINT	40.49
SUPERIOR OIL SERVICE	269499	04-00-31805		VEHICLE MAINT	36.44
HERITAGE F/S, INC.	65894	04-00-33300		GASOLINE	2418.30
P. F. PETTIBONE & CO	32922	04-00-33400		PHOTO ID CARDS	35.40
WALTON OFFICE SUPPLY	288473-0	04-00-33500		OFFICE SUPPLIES	71.80
WALTON OFFICE SUPPLY	288473-1	04-00-33500		OFFICE SUPPLIES	201.13
COMCAST	040315	04-00-33700		MONTHLY SERVICE	129.90
COMCAST BUSINESS	34696298	04-00-33700		MONTHLY SERVICE	432.93
VERIZON WIRELESS	9743389299	04-00-33700		MONTHLY CELL SERV	603.45
COMCAST	040315	04-00-33701		MONTHLY SERVICE	118.52
MOTOROLA SOLUTIONS-STARCOM13108 COLLECTI	176202272015	04-00-33702		STARCOM RADIO NET	1386.00
TRI ELECTRONICS	196656	04-00-33703		QRTRLY RADIO MAIN	204.00
LEXISNEXIS RISK DATA MANAGEMENT	20150331	04-00-33900		MONTHLY SERVICE	34.50
MW LEASING COMPANY LLC	L103807	04-00-33901		COPIER LEASE	487.44
DEL GALDO LAW GROUP LLC	16128	04-00-34100		LEGAL SERVICES	4605.37
GUARANTEED TECHNICAL SERV & CONSULT INC	2012574	04-00-34104		COMPUTER IT	135.00
EASTCOM	MAY 2015	04-00-34252		DISPATCH SERVICE	18616.00
THE EAGLE UNIFORM COMPANY INC	237213	04-00-37302		SGT LACKEY UNIFOR	54.50
THE EAGLE UNIFORM COMPANY INC	237255	04-00-37302		FARKAS UNIFORMS	2117.00
THE EAGLE UNIFORM COMPANY INC	237256	04-00-37302		FARKAS UNIFORMS	1401.00
THE EAGLE UNIFORM COMPANY INC	237257	04-00-37302		FARKAS UNIFORMS	137.25
SHI INTERNATIONAL CORP	B03237085	04-00-37902		COMPUTER HARDWARE	4242.00
SHI INTERNATIONAL CORP	B03247777	04-00-37902		COMPUTER HARDWARE	823.00
NORTH EAST MULTI-REGIONAL TRAINING INC	193888	04-00-38400		CIVILIAN TRAINING	95.00
NORTH EAST MULTI-REGIONAL TRAINING INC	193888	04-00-38700		POLICE TRAINING	1615.00
TOTAL FOR FUND 04		DEPT. 00			40322.11

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 5

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DESCRIPTION

DIST

TOTAL FOR FUND 04

40322.11

ELMER & SON LOCKSMITHS INC

320899

05-00-38900

ACCESS CONTROL KN

441.60

GEMINI PLUMBING COMPANY INC

21643

05-00-38900

Police Bldg Modit

1594.26

LANDTECH DESIGN LTD

1527

05-00-38900

IDNR LAND CONVERS

125.00

TALSMA BUILDERS INC

PAY REQUEST #2

05-00-38900

P.D. MODIFICATION

38824.00

TOTAL FOR FUND 05

DEPT. 00

40984.86

TOTAL FOR FUND 05

40984.86

THORN CREEK BASIN SANITARY DISTRICT

MARCH 2015

06-00-15800

MARCH 2015 USER C

31037.79

BRITES TRANSPORTATION LTD

18149

06-00-31204

PATCHING

734.18

BRITES TRANSPORTATION LTD

26573

06-00-31204

PATCHING

727.63

GALLAGHER MATERIALS CORP

635373MB

06-00-31204

PATCHING

228.00

MILLERS READY MIX

072722

06-00-31204

PATCHING

346.00

MILLERS READY MIX

072725

06-00-31204

PATCHING

579.00

ACE HARDWARE IN STEGER

033115

06-00-31504

MAINT MAINS

16.89

EXCEL ELECTRIC INC

118389

06-00-31504

MAINT TO MAINS

240.00

EXCEL ELECTRIC INC

118390

06-00-31504

MAINT TO MAINS

519.32

EXCEL ELECTRIC INC

118391

06-00-31504

MAINT TO MAINS

1409.20

H.D. SUPPLY WATERWORKS LTD

d734694

06-00-31504

MAINT TO MAINS

828.47

M&J UNDERGROUND, INC

M15-0282

06-00-31504

MAINT TO MAINS

2360.00

AIDE RENTALS & SALES

64643-1

06-00-31800

BLADE

239.00

SAUK TRAIL CAR WASH

033115

06-00-31805

CAR WASH - PUB.IN

18.95

GEMINI PLUMBING COMPANY INC

21657

06-00-32900

3618 CARPENTER

880.80

NICOR GAS

040715

06-00-33200

MONTHLY SERVICE

130.08

NICOR GAS

041015

06-00-33200

MONTHLY SERVICE

91.28

HERITAGE F/S, INC.

65812

06-00-33300

DIESEL FUEL

447.48

MENARDS - MATTESON

79730

06-00-33501

SHOP SUPPLIES

127.63

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 6

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
VERIZON WIRELESS					
9743389299	06-00-33700	MONTHLY CELL SERV	356.30		
HACH COMPANY					
9304084	06-00-33904	CHLORINE	93.77		
WATER SOLUTIONS UNLIMITED					
36463	06-00-33907	SCALETRON LOW PRO	4626.00		
EJ USA INC.					
3817859	06-00-37505	HYDRANTS	1189.86		
TOTAL FOR FUND 06	DEPT. 00			47227.63	
TOTAL FOR FUND 06				47227.63	
GEMINI PLUMBING COMPANY INC					
21634	07-00-31100	PLUMBIING	2263.36		
GEMINI PLUMBING COMPANY INC					
21635	07-00-31100	BLDG MAINT	1294.31		
GEMINI PLUMBING COMPANY INC					
21636	07-00-31100	PLUMBING	876.04		
GEMINI PLUMBING COMPANY INC					
21637	07-00-31100	BLDG MAINT	1130.43		
DESIDERIO LANDSCAPING LLC					
8226	07-00-31214	TREE TRIM/REMOVE	158694.00		
HERITAGE F/S, INC.					
65812	07-00-33300	DIESEL FUEL	447.47		
ACE HARDWARE IN STEGER					
033115	07-00-33501	SHOPP SUPPLIES	421.06		
CYLINDER MAINTENANCE AND SUPPLY					
3686	07-00-33501	ACETYLENE	15.00		
FASTENAL COMPANY					
ILSTE123491	07-00-33501	SHOP SUPPLIES	2.00		
GRAINGER					
9706768505	07-00-33501	UTILITY PUMP	93.56		
COMCAST					
040115	07-00-33700	MONTHLY PHONE SER	39.90		
COMCAST BUSINESS					
34696298	07-00-33700	MONTHLY SERVICE	166.00		
COMCAST					
040115	07-00-33900	MONTHLY TV/INTERN	88.86		
INGALLS OCCUPATIONAL HEALTH					
CP220300	07-00-34200	MEDICAL TESTING	55.00		
TOTAL FOR FUND 07	DEPT. 00			165586.99	
TOTAL FOR FUND 07				165586.99	
NAVARRO, SALVADOR					
B150312	09-00-15002	CONSTRUCTION DEPO	250.00		
TOTAL FOR FUND 09	DEPT. 00			250.00	

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 7

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DESCRIPTION

DIST

TOTAL FOR FUND 09

250.00

MIKES SPORTING GOODS

AAF005193-AJ02

13-50-37305

BASKETBALL UNIFOR

304.00

TOTAL FOR FUND 13

DEPT. 50

304.00

AURELIO'S PIZZA

032715

13-55-33931

BANQUET-VOLLEYBAL

1682.58

TOTAL FOR FUND 13

DEPT. 55

1682.58

TOTAL FOR FUND 13

1986.58

AMERICAN FURNITURE RENTALS INC

R1388783

15-00-36602

FURNITURE RENTAL

1764.00

AMERICAN FURNITURE RENTALS INC

R1388784

15-00-36602

FURNITURE RENTAL

1182.00

TOTAL FOR FUND 15

DEPT. 00

2946.00

TOTAL FOR FUND 15

2946.00

CRETE ACE HARDWARE

033115

16-00-31800

TOOLS/WORK EQUIPM

109.96

CRETE ACE HARDWARE

033115

16-00-31800

TOOLS/WORK EQUIPM

85.15

BRACKMAN & COMPANY

051194

16-00-31805

VEHICLE MAINT

232.03

NAPA AUTO PARTS

022515

16-00-31805

VEHICLE MAINT

25.19

NAPA AUTO PARTS

32323

16-00-31805

VEHICLE MAINT

86.22

WHELEN ENGINEERING COMPANY INC

R29590

16-00-31805

VEHICLE MAINT

110.00

COMCAST BUSINESS

34696298

16-00-33700

MONTHLY SERVICE

119.05

VERIZON WIRELESS

9743389299

16-00-33700

MONTHLY CELL SERV

155.24

TYCO INTEGRATED SECURITY

24071413

16-00-33704

QRTRLY SERVICE

170.28

TOTAL FOR FUND 16

DEPT. 00

1093.12

TOTAL FOR FUND 16

1093.12

SYS DATE:04/16/15

Village of Steger

SYS TIME:15:54

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

[NW2]

REGISTER # 587

DATE: 04/16/15

Thursday April 16, 2015

PAGE 8

PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DESCRIPTION

DIST

** TOTAL CHECKS TO BE ISSUED	336713.07
01 CORPORATE	28549.22
02 FIRE PROTECTION	6449.89
03 PLAYGROUND/RECREATION	1316.67
04 POLICE PROTECTION	40322.11
05 PUBLIC BENEFIT	40984.86
06 WATER/SEWER FUND	47227.63
07 ROAD & BRIDGE	165586.99
09 ESCROW	250.00
13 BOOSTER CLUB	1986.58
15 LIABILITY INSURANCE FUND	2946.00
16 H.S.E.M.	1093.12
TOTAL FOR REGULAR CHECKS:	336,713.07

ORDINANCE NO. 804-15

STATE OF ILLINOIS)
) SS
COUNTIES OF COOK)
)
)
)

ORDINANCE AMENDING CHAPTER SIX, SECTION 6-76
ENTITLED LIMITATIONS ON LICENSES

WHEREAS, the Village of Steger has grown and with it has grown businesses including businesses that sell alcoholic liquor; and

WHEREAS, the number of liquor licenses requested exceed the number of licenses available under the Ordinance; and,

WHEREAS, it is in the best interests of the Village of Steger that an additional license be authorized.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois that the present provisions of Chapter Six, Section 6-76 are hereby amended, and in lieu of the existing ordinance the following provisions are adopted:

Sec. 6-76 Limitations on licenses.

The total or aggregate number of liquor licenses to be issued by the Village regardless of classification shall not exceed 20 in number. For each classification of liquor licenses, the following limits are hereby established:

A-1	2	B-1	2
A-3	1		
A-4	4	C	8
A-6	1	D-2	2

THAT THIS ORDINANCE shall be in full force and effect upon its passage, approval and publication in pamphlet form as made and provided by law.

PASSED this 20th day of April, 2015.

Kenneth A. Peterson, Jr., Village President

APPROVED this 20th day of April, 2015.

Carmen S. Recupito, Jr., Village Clerk

Roll Call Vote

Voting in favor:

Voting against:

Not voting:

Absent:

Village of Steger, ILLINOIS
PROCLAMATION BY THE MAYOR

WHEREAS, safety is the highest priority for the highways and streets of our City and State; and

WHEREAS, the great State of Illinois is proud to be a national leader in motorcycle safety, education and awareness; and

WHEREAS, motorcycles are a common and economical means of transportation that reduces fuel consumption and road wear, and contributes in a significant way to the relief of traffic and parking congestion; and

WHEREAS, it is especially meaningful that the citizens of our city and state be aware of motorcycles on the roadways and recognize the importance of motorcycle safety; and

WHEREAS, the members of A.B.A.T.E. of Illinois, Inc. (A Brotherhood Aimed Toward Education), continually promote motorcycle safety, education, and awareness in high school drivers' education programs and to the general public in our City and State, presenting motorcycle awareness programs to over 100,000 participants in Illinois over the past four years; and

WHEREAS, all motorcyclists should join A.B.A.T.E. of Illinois, Inc. in actively promoting the safe operation of motorcycles as well as promoting motorcycle safety, education, awareness and respect of the citizens of our City and State; and

WHEREAS, the motorcyclists of Illinois have contributed extensive volunteerism and money to national and community charitable organizations; and

WHEREAS, during the month of May, all roadway users should unite in the safe sharing of roadways within the Village of Steger, and throughout the great State of Illinois;

THEREFORE, I Kenneth A. Peterson, Jr Mayor of the Village of Steger, in the great state of Illinois, in recognition of 29 years of A.B.A.T.E. of Illinois, Inc., and over 638,000 registered motorcyclists statewide, and in recognition of the continued role Illinois serves as a leader in motorcycle safety, education and awareness,

**DO HEREBY PROCLAIM THE MONTH OF MAY, THIS YEAR 2015 AS
MOTORCYCLE AWARENESS MONTH**

In the Village of Steger, and urge all motorists to join in an effort to improve safety and awareness on our roadways.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the Village of Steger, to be affixed this 20th day of April, in the year Two Thousand Fifteen.

(Seal)

March 27, 2015

Mayor Kenneth J. Peterson Jr.
Village of Steger, Illinois
3320 Lewis Avenue
Steger, IL 60475

Dear Mayor Peterson:

Thank you for your selection of Plante & Moran, PLLC to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to the Village of Steger (the "Village").

Scope of Services

We will audit the Village's financial statements as of and for the year ended December 31, 2014. In addition, the supplemental information accompanying the financial statements, consisting of the combining balance sheet and combining statement of revenue, expenditures, and changes in fund balance for nonmajor governmental funds, will be subjected to the auditing procedures applied in our audit of the financial statements.

In connection with our audit engagement, we will assist you in drafting your financial statements and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services. We will also prepare the Tax Increment Financing Annual Compliance Report for the Village. If you require any additional services, including accounting, consulting, or tax assistance, those services will be detailed in a separate engagement letter.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on an agreed upon date. We anticipate that our on-site audit work will end and that our report will be issued by June 30, 2015.

Fees and Payment Terms

Our fee for this engagement will be based on the actual time that Plante Moran staff expends at our current hourly rates, which, subject to the terms and conditions of the accompanying Professional Services Agreement, will not exceed \$28,350.

Invoices for audit services will be rendered to reflect this payment schedule. Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

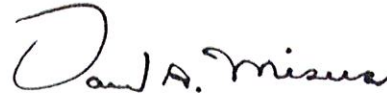
March 27, 2015

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

PLANTE & MORAN, PLLC



Dave Misura, CPA
Partner



Stacey Reeves, CPA
Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between the Village of Steger and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

Village of Steger

Mr. Kenneth J. Peterson Jr.

Date

Mayor

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated March 27, 2015 between Plante & Moran, PLLC (referred to herein as "PM") and the Village of Steger (referred to herein as the "Village").

1. **Financial Statements** – The financial statements of the Village being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
2. **Management Responsibilities** – The Village management is responsible for the preparation and fair presentation of these financial statements in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the Village personnel responsible for the Village's underlying accounting and financial records.

The Village personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the Village will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. The Village will allow PM unrestricted access to personnel within the Village from whom PM determines it necessary to obtain audit evidence.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. The Village has designated Mayor Kenneth J. Peterson Jr. to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the Village involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the Village received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

3. **Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the Village's financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that the Village's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with the Village management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the Village of the supplementary information and the auditor's report thereon.

5. **Internal Controls** – The Village is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations. PM, in making its risk assessments, will consider internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the Village's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.
6. **Audit Procedures and Limitations** – PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the Village's financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the Village acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
7. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of the Village, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the Village's governing board, and the Village acknowledges and agrees that communication in this manner is sufficient for the Village's purposes.

Communication to Group Auditor – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. The Village permits such communication. PM will discuss matters being communicated with those responsible for governance of the Village.

8. **Accounting and Financial Records** – The Village agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the Village financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the Village providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the Village's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

In any circumstance where PM's work is rescheduled due to the Village's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

9. **Audit Adjustments** – PM will recommend adjustments to the Village's accounting records that PM believes are appropriate. The Village management is responsible for adjusting the Village's accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the Village financial statements specified in this agreement.

- 10. Management Representations** – The Village is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the Village officers, management and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, the Village acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the Village agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the Village's financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

- 11. Use of Report** – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. the Village may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. The Village agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if the Village intends to make reference to PM in a publication of any type, the Village agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. The Village acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the Village's Internet website, the Village understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

- 12. Securities Offerings** – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the Village elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and request PM's consent to such incorporation or reference, the Village understands that PM must perform additional procedures, the nature and extent of which will be at PM's sole discretion, and agrees that additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 13. Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If the Village requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
- 14. Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of the Village, including, but not limited to, information regarding trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the Village, and PM will not use such information for any purpose other than its audit or disclose such information to any other person or entity without the prior written consent of the Village.

In the interest of facilitating PM's services to the Village, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the Village recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consent to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the Village and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the Village in a timely manner of such request and to cooperate with the Village should it attempt, at the Village's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the Village as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

Both the Village and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of the Village's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. The Village authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the Village's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. The Village acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

15. Consent to Disclosures to Service Providers – In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for the Village. In order to enable these service providers to assist PM in this capacity, the Village, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of the Village's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. The Village's consent shall be continuing until the services provided for this engagement agreement are completed.

16. Fee Quotes – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the Village regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. The Village acknowledges that the following circumstances will result in an increase in fees:

- Failure by the Village to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by the Village to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by the Village causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will endeavor to advise the Village in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

17. **Payment Terms** – PM's invoices for audit services are due on the agreed-upon dates. Other invoices are due upon receipt. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work. The Village agrees that in the event PM stops work or terminates this Agreement as a result of the Village's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
18. **Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. The Village acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
19. **Limitation of Liability** – In no event shall PM be liable to the Village, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit or similar damages relating to PM's services provided under this engagement.
20. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order or other legal process for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, the Village agrees to compensate PM for the affected PM representatives' time at such representatives' current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response.
21. **Subsequent Discovery of Facts** – After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the Village and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the Village acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
22. **Termination of Engagement** – This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. The Village will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
23. **Entire Agreement** – This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
24. **Severability** – If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
25. **Governing Law** – This agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

End of Professional Services Agreement – Audit Services

Steger Summer Event Proposal

**Brand Creation, Sponsorship, Public Relations and Event
Logistics**

Presented to: Mayor Ken Peterson and Dave Toepper

February 2015

Presented by: mixdesign

Founder: Michaline Tomich

(219) 322-7190



2300 Cline Ave | Suite 202 | Schererville, IN 46375

mixdesign.com

ABOUT MIXDESIGN

Over the past 13 years Mixdesign has worked hard to establish itself as a leading brand development company. Located 30 miles outside of Chicago, in the heart of Northwest Indiana, the Mix team has successfully created brands across many trade sectors including restaurant, retail, theme destination, municipalities, and non-for-profits. Our team is skilled and experienced at all facets of brand development and rollout. Our services includes naming, logo development, print design, space planning, architectural design, web development and programming, copywriting, illustration and most importantly effective storytelling through the use of customer touch points and effective brand rollout.

THE MIX APPROACH TO BRAND ROLLOUT

Our emphasis on brand development and rollout has helped us build and entrust relationships with well-known national brands and well-invested startups. Mixdesign excels in our specialized story telling approach. Every project begins by defining your goals and vision. It is imperative to engage and understand the personality and details of the experience and the company so mixdesign can properly consult, design and bring to life your brand solution. New client relationships are kicked off with a brand consulting and download session. This gives our team a better understanding of brand, service, and environmental needs. After learning your brand goals, inner-workings, and desired personality, our team collaborates with your team to determine the necessary research to identify brand "problems." The mixdesign team works under the belief that it takes understanding of our client's overall goals but equally important is the personality driving the brand's differentiation as well as a working knowledge of the goals and target consumer.

Project Team

Mixdesign will fully engage the entire team on this project during the duration of the timeline. However, the following specific employee positions will be key to the communication of the overall proposal timeframe. These members will be responsible for the implementation of your brand elements.

Your Core Project team will consist of:

Creative Director – Michaline Tomich

Director of Operations – Avarie Hansen

Creative Leads– Alex Ross and Brandon Dzunda

Media and Event Management – Nicki Mackowski-Gladstone



Mixdesign looks forward to working with the Village of Steger in regards to the Steger Summer Event to cultivate corporate sponsors for the event. Mixdesign will work with corporations and organization to relationship-build on behalf of Village of Steger in regards to the summer concert event. Mixdesign understand that challenges of vying for the same corporate dollars in the current economy while competing with the expanding number of nonprofits and events. This is why Mixdesign will work to tailor the sponsorship approaches to not only fit the organizational needs of the Village of Steger in regards to the summer concert series, but also the specific needs of the corporations/organizations asking to donate to the Village of Steger.

\$2,500 – Events Branding and Conceptual Design

- Research and Engagement in industry to create a show brand and feel that will reach expanded demographics and ticket purchasers
- Logo creation for event
- Pre-production and preparation of all files for implementation and printing (posters, rack cards and ads)
- Overall detailed design of all selected items (access passes, tickets, signage, etc)

\$3,500 – Coordination of event throughout the weekend

- Work the weekend with event leaders to make sure all deliverables are met
- Work with event leaders to hang and place all signage
- Work with event leaders to ensure final set up and placement of all attractions, vendors,
- Work with artists to ensure all needs are met
- Work with event leaders to meet the needs of the artists
- Assist event leaders on sound, stage, and security set up

\$2,800 – monthly retainer (March through July) to include all of the following:

Vendor Relations and Planning of Show Site

- Work with event leaders to finalized event details to ensure they are coordinated, mapped out and solidified (vendor placement and needs)
- Event logistics (make sure all necessary procedures are followed)
- Work with event leaders to ensure final procurement of all attractions
- Coordination of site details and timelines for vendors (ensure vendors submit all required documents/payment)
- Work with event leaders to ensure final procurement of all attractions
- Coordination of site details and timelines for vendors (ensure vendors submit all required documents/payment)
- Work with event leaders to meet the needs of the artists
- Assist event leaders with a ticketing solution, sound, staging and any other items that need to be procured



Media Relations and Marketing Planning and Design Implementation

- Create overall marketing plan and budget with all media outlets and vendors
- Distribute all press releases leading up to and during event
- Oversee press pass distribution/media coordination for event
- Create and distribute all media reports after the show
- Place all ads and submit all documents
- Website management and updates

Event Website Creation and Maintenance

Lead the development of a well branded visually appealing website for the event. We will design the site to fit the brand and meet the needs of the event, ranging from e-commerce options, merchandise sales, event information and updates.

CONCEPTUAL WORK

- Site Map
- Establish Landing page
- Design & Concepting
- Proofing, Editing, and Modifying provided content
- Building, Coding & Testing, e-commerce
- Project Coordination and Correspondence
- Note: Photography to be provided or photo shoot can be an additional cost with professional photographer.



Additional Suggestions :

Merchandise

Mixdesign will be glad to assist with the day of and pre-event coordination the sale of event programs. Merchandise design, staff merchandise and even man the event booth for merchandise sales on event day. The event designs, wholesale discounts and coordination of merchandise for the weekend will be contracted separately and can be all proceeds by and for the event. This can be a separate proposal.

Timelines

Timeline : March thru July

Mixdesign would need to commence design, branding and sponsorship outreach during the beginning of March.

All media planning, cost projections, sponsorship outreach and design would take place from March thru early June. With June and July being for final preparation.

All implementation and event day coordination would happen from March thru July.

Actual printed materials, media buys (cost of advertisements) and materials (ie- tent rentals for vendors, will come out of the general event budget.

The logo for mixdesign, featuring the word "mixdesign" in a lowercase, handwritten-style font. A small circular graphic with a spiral-like pattern is positioned above the "i" in "mix".

Mixdesign terms and conditions

NOT INCLUDED (CAN PROVIDE WITH ADDITIONAL FEES) : Photography and Drawings, Off-site Meetings, Travel Expenses, Extensive Custom Illustration, Website Flash Animation, Quick time movies, Database development, Search engine submission, Web hosting & maintenance, Multimedia development, Internet marketing strategy, E-commerce consultation and solutions, Domain name & web hosting costs. Costs for excessive multiple print outs of a project, Presentation supplies or binders requested by client, Shipping and delivery fees, Media placement and procurement, Postage and mailing, Trademark or Legal Procurement Fees. The above quote makes the assumption that all of the information, resources, affiliate links, photographs and content will be provided (photographs preferably 640 x 480 pixels, 72 dpi). If items needed do not exist, this will be treated as a separate proposal or change order.

It is the responsibility of the client to fulfill all legal obligations and research in regards to trademarks, registration and copyright permission from provided photos and photographers of all items posted or utilized online. Mixdesign is happy to provide any necessary legal documentation, permissions or signatures of our vendors. However, we do not create the legal contracts or transactions on a client's behalf for trademark and copyright rights and responsibilities. We simply cooperate with the needs of your legal teams.

The logo for Mixdesign, featuring a stylized '@' symbol above the word 'mixdesign' in a lowercase, handwritten-style font.

Steger Summer Event

Sponsorship Procurement Proposal

February 2015



2300 Cline Ave | Suite 202 | Schererville, IN 46375



ABOUT MIXDESIGN

Over the past 13 years, Mixdesign has worked hard to establish itself as a leading brand development company. Located just 30 miles outside of Chicago, the mix team has successfully created brands across many trade sectors including restaurant, retail, hospitality, fitness, themed destination, municipalities, non-for-profit, business to business and education. Our team is skilled and experienced at all facets of brand development and rollout. This includes naming, logo development, print design, space planning, architectural design, web development and programming, media planning, copywriting, illustration and most importantly effective storytelling thru the use of the many possible customer touch points listed.

THE MIX APPROACH TO BRAND ROLLOUT

Our emphasis on brand development and rollout has helped us build and entrust relationships with well-known national brands as well as localized start up concepts and unique growth focused concepts. Mixdesign excels with a specialized story telling approach. We have created a unique chemistry of graphic design, interior design, illustration and strategists to bring brand vision to life in a way that encourages discovery and delight among guests and pride within employees while managing efficient operational goals. We work to understand the desires of function and flow of your operation and to determine the customer touch points that provide opportunity. The Mixdesign team works under the belief that it takes understanding of our client's overall goals but equally important is the personality driving the brand's differentiation.

IN-HOUSE TEAM VERSUS PARTNERSHIPS

Our core in-house team includes talent in the areas of brand strategy, creative direction design production, web development, programming, illustration, interior design, graphic design, architectural design and environmental graphics. We additionally have partnerships already established for additional copywriting, illustration, focus groups, media planning and quantitative research in order to meet faster deadlines or provide expertise in areas needing extra focus or specialty advice.



MIXDESIGN TEAM

The Mixdesign team objective, if chosen for the implementation of the website for the B-Nutty is to utilize our multi-disciplined team to bring to life your vision and personality.

Your Project team will consist of:

Executive Creative Director– Michaline Tomich

Director of Operations – Avarie Hansen

Vice President of Business Development and Strategy – Nicki Gladstone

Associate Creative Directors – Alex Ross and Brandon Dzunda

Illustrators, Copywriters and Production team are also on Staff and available.

OVERALL PROJECT TIMELINE

With the implementation of a new concept typically come high expectations for timeline and installation, rightfully so. Mixdesign would like to quickly establish the ideal dates and put them into place, and then the Mixdesign team would plug in the necessary internal goals to make things happen. Although for each item there are different ideal expectations for production time, our job is to be the most flexible part of the equation. We are known for going above and beyond to “make things happen” timely, efficiently and with due diligence.

PAYMENT TIMELINE

Mixdesign is happy to work under one project cost for the overall scope of services if all deliverables are defined at start of project. A contract, for all listed services, should be signed by both parties prior to design being underway. Our preferred method is to establish the final project total and overall timeline. One deposit payment at the start of the project and divide out the balance equally over the remaining duration of the timeline 10% of final payment held until entire project is complete and all items received by client.



Mixdesign looks forward to working with the Village of Steger in regards to the Steger Summer Event to cultivate corporate sponsors for the event. Mixdesign will work with corporations and organization to relationship-build on behalf of Village of Steger in regards to the summer concert event. Mixdesign understand that challenges of vying for the same corporate dollars in the current economy while competing with the expanding number of nonprofits and events. This is why Mixdesign will work to tailor the sponsorship approaches to not only fit the organizational needs of the Village of Steger in regards to the summer concert series, but also the specific needs of the corporations/organizations asking to donate to the Village of Steger.

Part 1: Creation of Sponsorship Materials:

\$3500.00

Presentation proposal includes, this is where we create all the resources and this layout will be used to initially wow the potential sponsors, Mixdesign will use it previous knowledge of how to create a meaningful and well received sponsorship packet to drawn in potentially sponsors. This packet can be printed or be emailed to potential sponsors. Create a sponsorship package for solicitation including but not limited to:

- Branded presentation
- Creation of all sponsorship goals and objectives
- Custom mood boards for perspective opportunities (includes 5 custom mood boards)
- Determine the Village's target audience by researching companies with a strong presence in the community and identify those outside of the community and the area with a commitment to community events, musical endeavors and tourism
- Develop the Village of Steger's offering by preparing a well thought out program that provides a variety of options
- Review files of previous donation/sponsorship opportunities, also event expenses to determine needs
- Be creative in sponsorship offerings and will strive to customize a sponsorship package that addresses potential sponsor's goals.
- Work with the Village of Steger and its event team to draft the sponsorship levels and what the benefits are to the corporations at each level. Develop the financial commitment associated with each sponsorship level, and what each level or opportunity will entail.
 - Determine areas of opportunity a few examples
 - Custom naming opportunities (headlining sponsors)
 - Plane sponsors (Mixdesign can design custom logos to go on planes for sponsors)
 - Programs at show or show areas named after sponsors
 - External opportunities (website, vehicles, co-op sponsorships, cross marketing and promotion, shared ad space, trade enhancement opportunities)
 - Campaign goals

The logo for Mixdesign, featuring the word "mixdesign" in a lowercase, handwritten-style font. Above the letter "i" is a small circular graphic composed of concentric lines, resembling a stylized eye or a target.

Part II: Sponsorship Solicitation:

Through this area of the proposal, Mixdesign will ensure the following items are completed for a set percentage of the sponsorship. If Mixdesign is working on behalf of the Village of Steger to secure sponsorships, Mixdesign will do so within the parameters of the industry standards, which range from 15% to 30%. Working to secure the sponsors entails making the phone calls, setting up the meetings and securing the sponsor. This percentage would work to cover the research, contacting and procurement of the sponsor. Please note, actual printing and application of sponsorship tangibles would be at a separate cost.

The percentage breakdown:

- Sponsorships - \$1,000 or less – 25%
- Sponsorships - \$2,000 to \$10,000 – 20%
- Sponsorships - \$10,000 or more – 15%

Special reduction of 5% off the overall percentage, is available if you would like to do Part II and you have done the solicitation or have the contact and would like Mixdesign to upsell the options and create a custom presentation.

Mixdesign terms and conditions

mixdesign

NOT INCLUDED (CAN PROVIDE WITH ADDITIONAL FEES): Photography and Drawings, Off-site Meetings, Travel Expenses, Extensive Custom Illustration, Website Flash Animation, Quick time movies, Database



development, Search engine submission, Web hosting & maintenance, Multimedia development, Internet marketing strategy, E-commerce consultation and solutions, Domain name & web hosting costs. Costs for excessive multiple print outs of a project, Presentation supplies or binders requested by client, Shipping and delivery fees, Media placement and procurement, Postage and mailing, Trademark or Legal Procurement Fees. The above quote makes the assumption that all of the information, resources, affiliate links, photographs and content will be provided (photographs preferably 640 x 480 pixels, 72 dpi). If items needed do not exist, this will be treated as a separate proposal or change order.

It is the responsibility of the client to fulfill all legal obligations and research in regards to trademarks, registration and copyright permission from provided photos and photographers of all items posted or utilized online. Mixdesign is happy to provide any necessary legal documentation, permissions or signatures of our vendors. However, we do not create the legal contracts or transactions on a client's behalf for trademark and copyright rights and responsibilities. We simply cooperate with the needs of your legal teams.



VILLAGE OF STEGER

35 W. 34th STREET • STEGER, ILLINOIS 60475

(708) 754-3395 • Fax: (708) 754-1913

www.VillageOfSteger.com

Board of Trustees

Mark Kozy • Ernie Lopez, Jr. • Tim Perchinski

Lenny Skrezyna • Michael Sarek • Ryan Buxton

KENNETH A. PETERSON, JR.

Village President

KPeterson@VillageOfSteger.org

Carmen S. Recupito, Jr.

Village Clerk

CRecupito@VillageOfSteger.org

Michael Tilton

Village Administrator

MTilton@VillageOfSteger.org

April 17, 2015

TO: Village President Peterson and
Board of Trustees

FR: Mary Jo Seehausen, Director of HR

RE: Vision Plan Change Consideration

I was asked to get a price on a plan change to include offering the employee's not only eye exams and lenses but to also include the frames, so that each covered member could get a new pair of glasses yearly. I have attached both plans with the premium information; to upgrade the plan the premium would be increased \$127.25 per month for the 33 covered employees.

"Where Progress is a Fact, Not A Promise"

VSP CHOICE PLAN®
POLITICAL SUBDIVISION RATES
 100-199 Enrolled Employees
 For Clients Headquartered in Illinois
 Valid Until July 1, 2015



Prepared for Eastern Will County Council of Mayors (EWCCM)

Plan Guidelines

- Individual Experience is not available for Pooled Groups
- 24 month rate guarantee and contract term
- These rates are based on either a minimum employer contribution of 75% for all eligible employees and dependents, or a minimum participation of 75% of all eligible employees and dependents
- Rates are based on 5% commission and the agreement that VSP will receive these amounts over the full plan term
- The first copay applies to the eye examination and the second copay applies to materials
- Rates include all applicable taxes and health assessment fees known as of the date of the proposal

Plan Frequencies

	PLAN C	PLAN B	PLAN A
Eye Exam	12 Months	12 Months	12 Months
Lens	12 Months	12 Months	24 Months
Frame	12 Months	24 Months	24 Months

The base rates quoted reflect VSP's standard in-network retail allowances of \$130 for frames and \$130 for elective contact lenses.

MONTHLY RATES

4-Rate Basis	Employee Only	Employee + One	Employee + Children	Employee + Family
PLAN B Copay: \$10/25	\$5.18	\$8.29	\$8.46	\$13.65
Total:	\$5.18	\$8.29	\$8.46	\$13.65

Current plan

Our proposal is based on the scope of the obligations that VSP agrees to undertake. VSP will comply with state and/or federal rules and regulations as they pertain to pre-paid vision plans with a defined benefit

VSP CHOICE PLAN®
POLITICAL SUBDIVISION RATES
 100-199 Enrolled Employees
 For Clients Headquartered in Illinois
 Valid Until July 1, 2015



Prepared for Eastern Will County Council of Mayors (EWCCM)

Plan Guidelines

- Individual Experience is not available for Pooled Groups
- 24 month rate guarantee and contract term
- These rates are based on either a minimum employer contribution of 75% for all eligible employees and dependents, or a minimum participation of 75% of all eligible employees and dependents.
- Rates are based on 5% commission and the agreement that VSP will receive these amounts over the full plan term
- The first copay applies to the eye examination and the second copay applies to materials
- Rates include all applicable taxes and health assessment fees known as of the date of the proposal

Plan Frequencies

	PLAN C	PLAN B	PLAN A
Eye Exam	12 Months	12 Months	12 Months
Lens	12 Months	12 Months	24 Months
Frame	12 Months	24 Months	24 Months

The base rates quoted reflect VSP's standard in-network retail allowances of \$130 for frames and \$130 for elective contact lenses.

MONTHLY RATES

4-Rate Basis	Employee Only	Employee + One	Employee + Children	Employee + Family
PLAN C Copay: \$10/25	\$7.11	\$11.37	\$11.61	\$18.71
Total:	\$7.11	\$11.37	\$11.61	\$18.71

Plan for consideration

Our proposal is based on the scope of the obligations that VSP agrees to undertake. VSP will comply with state and/or federal rules and regulations as they pertain to pre-paid vision plans with a defined benefit

April, 9 2015

Mike Tilton,

We are writing you to request a permit to solicit funds on the cross streets of Steger Rd. and Chicago Rd. on Saturday May 16th, 2015. We are requesting this to raise funds for The Cancer Support Center. The Cancer Support Center has two local locations; Homewood and Mokena, and provides counseling, education, and wellness programs at NO charge to men, women, and children in our community living with Cancer. JDM Steel also hosts The Lynn Panici Golf Outing which is taking place June 22nd, 2015 so this event will help us tremendously in making the outing a success. We have attached the literature for the golf outing as well as our 501C3. If you have any questions please contact us at JDM Steel (708)371-1300.

Thank You,

Diane McCormick, Amanda Dorans, and Alyssa Thorpe

Diane McCormick

Amanda Dorans

Alyssa Thorpe

3218
Chicago RD.
Steger IL 60475

L&R AUTO BUSINESS PROPOSAL

This Business plan addresses all relevant concerns by presenting a comprehensive strategy coupled with an extensive report on all aspects of the need for a successful auto sales office.

- .Summary
- .Company Structure
- .Licensing Requirements

Summary

1. Description of the Business

- a. **Mission--** The Mission of L&R Auto will be to provide a location for auto wholesaler, auto retailers and the general public to accept payments of vehicle taxes, vehicle license and provide vehicle registration and remit to Illinois Secretary of State.
- 2. L&R Auto will also provide a location for Automotive Title Service engaged in lost titles, duplicate titles, correction title and transfer.
- 3. **Remitters;** A remittance agent is any person who is engaged in accepting money for remittance to the State of Illinois or any of its instrumentalities or political subdivisions, or to any of its officials for the payment of vehicle taxes or vehicle license or registration fees regardless of when the money is accepted from the public or remitted to the state, whether or not the person renders any other service in connection with the making of any such remittance or is engaged in any other endeavor.

Due to the limited numbers of parking spaces, L&R will not be providing the location to store vehicles, therefore, parking will be used for employees and customers only. L&R Auto will conduct online auto sales and vehicles will be stored at a storage facility and be available for viewing only.

Company Structure

L&R Auto will be a Sub-chapter "S" Corporation

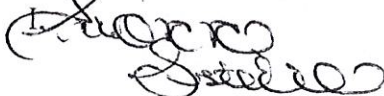
Licensing Requirements

All Illinois dealers applicants must received a thorough criminal background check. Applicants must be fingerprinted and use state approved FBI companies to conduct the background check before applying as a dealer/remitter.

Dealers and Remitters are required to attend an eight hour training provided by Illinois Secretary Of State and provided Certificate before licensed.

A \$20,000 Bond or Certificate of deposit is required.

A Certificate of Insurance for a 100,000 for bodily injury, 300,000 for each accident and 150,000 for property damage and the Office must be named and insured.



thank you for your time and look forward to getting started.

Cub Scout pack 173 respectfully request that Richton Rd between Crystal and Ashland be closed for thru traffic on June 20th between the hours of 1pm and 4pm, so that we can run Cubmobile races. We would use ½ of the road and will leave the other clear for occasional traffic.

Cub Scout pack 173 respectfully request to use the parking lot between the village hall and the temporary police dept on May 16, 2015 Armed Forces Day for an event to honor our Vets. We would set up a Canopy and provide free coffee and donuts to Vets and Active Service Members, and would sell the same to others as a fund raiser

We would also request that Steger would advertise this on the Sign in front of the village hall.

Cynthia A. Pauley

From: Christie Ebert <betybp21@hotmail.com>
Sent: Wednesday, April 08, 2015 2:24 PM
To: Cynthia A. Pauley
Subject: Steger Little League Tag Days
Attachments: Christie Ebert.vcf

HI Cindy,

Steger Little league would like to check the availability of 5/22 and 5/23 as tag days for us. Are they available and can you please put something into the board if they are?

Christie Ebert
Steger Little League

dates are available

This email has been scanned for spam and viruses by Proofpoint Essentials cloud email security - click [here](#) to report this email as spam.