

VILLAGE OF
STEGER
BOARD OF TRUSTEES
REGULAR MEETING AGENDA
3320 Lewis Avenue, Steger IL 60475

APRIL 1, 2019 7:00pm

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. AWARDS, HONORS, AND SPECIAL RECOGNITIONS
- D. MINUTES of March 11TH Special Board Meeting
- E. MINUTES of March 18th Board 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. Housing and Community Development Director
 - 3. Attorney
 - 4. Treasurer
 - 5. Trustee/Liaison
 - 6. Clerk
 - 7. Mayor's Report
- H. PAYING OF THE BILLS
- I. CORRESPONDENCE

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

MONDAY APRIL 1, 2019 BOARD OF TRUSTEE REGULAR MEETING AGENDA

J. UNFINISHED BUSINESS:

K. NEW BUSINESS:

ORDINANCE NO 1213

**AN ORDINANCE AUTHORIZING AND APPROVING
AN INTERGOVERNMENTAL AGREEMENT WITH
THE CHICAGO HEIGHTS PARK DISTRICT FOR
THE VILLAGE OF STEGER, ILLINOIS**

Discussion and motion to approve BKD Engagement Letter for the 2018 Audit

Business License Application of FM Cuts at 3201 Union Avenue, pending inspections.

Request from Band Director Edward Fitzgerald to have Summer Band and requesting a total budget of \$3250.00.

L. CLOSED SESSION

to discuss personnel 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. ADJOURNMENT

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

Minutes of March 11, 2019

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

The Board of Trustees convened in special session at 6:30 P.M. on this 11TH day of March, 2019 in the Municipal Building of the Village of Steger with the Village President Kenneth A. Peterson presiding. President Peterson led all in attendance in the Pledge of Allegiance to the flag. In Clerk Zagone's absence, Trustee Lopez became recording clerk.

Trustee Lopez called the roll. The following Trustees were present, Joyce, Perchinski, Kozy, Lopez, Skrezyna and Buxton.

Also present were: Village Administrator Mary Jo Seehausen.

Public Comment: None.

New Business:

Open Forum Discussion: Trustee's discussed the entire current Ordinance and instructed staff to rename several Liquor License classification. There was also discussion of possible gradual increase for current holders.

Trustee Perchinski made a motion to adjourn the meeting. Trustee Buxton seconded the motion. Voice vote was called. All ayes. Motion carried.

Meeting adjourned at 7:43 pm.

Kenneth A. Peterson, Jr., Village President

Joseph M. Zagone, Jr., Village Clerk

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 18TH day of March, 2019 in the Municipal Building of the Village of Steger with the Village President Kenneth A Peterson, Jr presiding. President Peterson led all in attendance in the Pledge of Allegiance to the flag.

Village Clerk Joseph M. Zagone, Jr. called the roll. The following Trustees were present, Joyce, Kozy, Lopez, Skrezyna, Buxton and Mayor Peterson. Trustee Perchinski was absent.

Also present were: Village Administrator Mary Jo Seehausen, Police Chief Patrick Rossi, Fire Chief Nowell Fillion, Director of Public Infrastructure Dave Toepper, EMA Chief Tom Johnston and Community Center Director Diane Rossi. Housing and Community Development Director Alice Peterson was absent.

AWARDS, HONORS AND SPECIAL RECOGNITION

None

MINUTES

Trustee Lopez made a motion to approve the minutes of the March 4th meeting as written. Trustee Skrezyna seconded the motion. Voice vote. All Trustees voted aye. Motion carried.

AUDIENCE PARTICIPATION

Chuck Paris resident on Sherman Rd stated he had discussion with neighbor regarding unsightly trash in yard. Neighbor was unaware of issue and said he would work on it. Dave Toepper will follow up.

Meredith Horn resident 22805 State St. Presented visual aids of drainage ditch issues in Miller Woods. Pictures show garbage collecting in ditch and her hope is some maintenance can be performed. Evasive grasses now growing and preventing ditch from performing. Dave Toepper responded that it is an issue that can be dealt with.

David Galbreath resident 22754 Miller Rd approached the board with similar issues regarding roads and ditches in Miller Woods. Lack of culverts in his area are allowing water to destroy the road. He has pothole he repairs about every 3 months. Mayor Peterson responded he is aware of road issues there and in other areas and that it is a priority of his to seek a solution to the problem. Mr. Galbreath

also stated that there is a lot of garbage being left along the roads in the area. Efforts will be made to try and clean this area up.

There was some further discussion regarding abandoned houses in town that are being looked into.

REPORTS

Village Administrator Mary Jo Seehausen No report

Director of Public Infrastructure Dave Toepper No report.

Fire Chief Nowell Fillion The Fire Department is selling Autism Awareness T-Shirts at \$20 each and available in all sizes. Steger Fire Association will have it's annual Easter Egg Hunt on Sunday April 13th. Sign-up starts at 8:30 and will kick-off at 9 o'clock for ages 1 through 10. There is no cost for this event.

Police Chief Patrick Rossi referred to his Weekly Report.

EMA Chief Tom Johnston asked that residents be aware that with the warming wet weather that the ground is saturated that could cause flooding in low lying areas and to be careful when driving in downpours.

Community Center Director Diane Rossi No report.

Housing and Community Development Director Alice Peterson was absent and no further report from Board Liaison Skrezyna.

Village Attorney not present

Treasurer No report.

TRUSTEES' REPORTS

Trustee Buxton No report

Trustee Skrezyna No report

Trustee Lopez Yard Waste pick-up will begin on April 1st. Reminded residents they can clean their yards and put waste in containers on the curb on Garbage Day and stickers for containers are available in Village Hall. Make sure branches are bundled and less than 4 ft long.

Trustee Kozy No report.

Trustee Perchinski Absent

Trustee Joyce No report as a Trustee, but want to remind everyone that the Kiwanis Father/Daughter Dance is this Saturday at Columbia Central School. Tickets are on sale, there is no age limit. Tickets presale are \$10 or \$12.50 at the door. Everyone is welcome to attend. Starts at 6 pm and goes until 9 pm. Light dinner, games and prizes.

VILLAGE CLERK Election coming up on April 2nd. Steger Polling place is again in the Elmer Joyce Firehouse on Emerald Ave instead of the South Heights Community Center.

PRESIDENT PETERSON Will save comments for later in the meeting.

BILLS

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

CORRESPONDENCE – none

UNFINISHED BUSINESS- none

NEW BUSINESS:

Trustee Buxton made a motion to adopt Ordinance No 1210, An Ordinance abating the levy of taxes related to general obligation bonds (alternative revenue source), series 2018 for the Village of Steger, Cook and Will Counties, Illinois.

Trustee Joyce seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried

Trustee Joyce made a motion to adopt Ordinance No 1211, An ordinance amending Chapter 10 of the Municipal Code of Steger, Illinois by adding regulations regarding raffles for the Village of Steger, Illinois. Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

Mayor Peterson opened discussion of the Public Hearing on the 2019 Appropriation Budget. The budget that was handed out showed that we were not balanced by \$187,000, but found additional expenditures that were not correct and we are now out of balance by \$229,000 give or take. We are working really hard to try to get this in balance because obviously we want a balanced budget, so we have given ourselves a week to do that. We have to get this done by the 31st so there will be a public hearing on March 28th at 6:45 and then there will be a special meeting at 7 o'clock

immediately thereafter and we really need everyone to look at the budget and give us your thoughts. We are about as lean as we can get. I thought there was a lot we could cut, but there's really not a lot to cut. We really need to look at the revenue side of our budget to get that up as much possible so that we have services to deal with drainage, water, roads. It becomes harder and harder every year to continue because our revenues are pretty flat but costs go up. We need to start getting business, more residents to create more income tax because we want to avoid increased real estate taxes. Sales tax is key, but gaming is the only revenue source that has been increasing. Department Heads are asked to revue anything they can do with costs and we will be back next week to try and get this balanced.

There being no further business,

Trustee Joyce made a motion to adjourn the meeting. Trustee Skrezyna seconded the motion. Voice vote; all ayes. Motion carried.

Meeting adjourned at 7:16 pm.

Kenneth A. Peterson, Jr., Village President

Joseph M. Zagone, Jr., Village Clerk

SYS DATE:03/28/19

VILLAGE OF STEGER
A / P W A R R A N T L I S T
REGISTER # 895

SYS TIME:16:13
[NW2]

DATE: 03/28/19

Thursday March 28, 2019

PAGE 1

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GUARANTEED TECHNICAL SERV & CONSULT INC	2018504	01-00-32901		COMPUTER MAINT	360.00
GUARANTEED TECHNICAL SERV & CONSULT INC	2018554	01-00-32901		COMPUTER MAINT	270.00
COMED	08014 0319	01-00-33100		3739 GREEN ST	16.76
NICOR GAS	803168 0319	01-00-33200		HEAT	15.73
HERITAGE F/S, INC.	35000631	01-00-33300		GASOLINE	55.81
HERITAGE F/S, INC.	35000734	01-00-33300		GASOLINE	56.07
CINTAS CORPORATION LOCKBOX	5013322747	01-00-33500		OFFICE SUPPLIES	39.37
LOCIS	40585	01-00-33500		OFFICE EQUIPMENT	970.00
WALTON OFFICE SUPPLY	307603-0	01-00-33500		OFFICE SUPPLIES	105.00
COMCAST	54689 0319	01-00-33700		TELEPHONE	128.75
GIANOPOLUS, DENNIS G. P.C.	FEB 28, 2019	01-00-34100		LEGAL SERVICES	2485.00
SCOT DECAL COMPANY, INC	26233	01-00-34151		DOG TAGS	204.00
GW & ASSOCIATES, PC	1903051	01-00-34500		CONSULTING	4550.00
AMERICAN SOCIETY OF COMPOSERS, AUTHORS,	032019	01-00-39701		STEGER EVENTS	361.39
TOTAL FOR FUND 01		DEPT. 00			9617.88
BROWN, DARYN	INVOICE 1029	01-01-38900		REINBURSEMENT FOR	300.00
TOTAL FOR FUND 01		DEPT. 01			300.00
DRISCOLL, BRIAN	2019-02	01-06-34550		C-TICKETS	200.00
MUNICIPAL COLLECTION SERVICES	013962	01-06-34901		C-TICKET COLLECTI	18.32
TOTAL FOR FUND 01		DEPT. 06			218.32
DRISCOLL, BRIAN	2019-02	01-07-34550		AO TICKETS	200.00
MUNICIPAL COLLECTION SERVICES	013960	01-07-34902		ADMIN BLDG CODE	117.60
TOTAL FOR FUND 01		DEPT. 07			317.60

SYS DATE:03/28/19

VILLAGE OF STEGER

SYS TIME:16:13

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

[NW2]

REGISTER # 895

DATE: 03/28/19

Thursday March 28, 2019

PAGE 2

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
ANDY FRAIN SERVICES INC 270633		01-19-30900		CROSSING GUARDS	3611.90
TOTAL FOR FUND 01		DEPT. 19			3611.90
HERITAGE F/S, INC. 35000631		01-20-33300		GASOLINE	129.72
HERITAGE F/S, INC. 35000734		01-20-33300		GASOLINE	130.33
HERITAGE F/S, INC. 35000735		01-20-33300		GASOLINE	84.98
CINTAS CORPORATION LOCKBOX 5013322747		01-20-33501		SHOP SUPPLIES	39.36
COMCAST 54689 0319		01-20-33700		TELEPHONE	39.95
COMCAST 54689 0319		01-20-33701		CABLE	133.64
METRO PARAMEDIC SERVICES INC. 020-01056		01-20-34250		AMBULANCE SERVICE	22339.50
SKLAREWITZ UNIFORMS K ZBINDEN 02		01-20-37302		SHIRT BADGES	144.00
BLUETARP FINANCIAL 42234582		01-20-37800		EQUIPMENT	305.44
MINER ELECTRONICS CORP 14762		01-20-37805		PERSONAL EQUIPMEN	1609.00
THE HOME DEPOT FCH-006763789		01-20-38901			35.00
TOTAL FOR FUND 01		DEPT. 20			24990.92
JAMES HERR & SONS 108504		01-40-31805		VEHICLE MAINT	42.76
SCOTT'S-U-SAVE 442584		01-40-31805		VEHICLE MAINT	29.00
HERITAGE F/S, INC. 35000631		01-40-33300		GASOLINE	782.66
HERITAGE F/S, INC. 35000734		01-40-33300		GASOLINE	585.56
P. F. PETTIBONE & CO 176047		01-40-33400		PRINTING SUPPLIES	12.90
A T & T 708754359303 MA		01-40-33700		TELEPHONE	201.64
COMCAST 78503897		01-40-33700		TELEPHONE	557.05
COMCAST 0175247 0319		01-40-33700		TELEPHONE	114.33
TECHNOLOGY MANAGEMENT REV FUND T1924900		01-40-33700		TELEPHONE	5.00
COMCAST 0175247 0319		01-40-33701		CABLE/INTERNET	134.90
CINTAS CORPORATION LOCKBOX 5013322742		01-40-33900		OFFICE SUPPLIES	82.29
GUARANTEED TECHNICAL SERV & CONSULT INC 2018504		01-40-34104		COMPUTER MAINT	585.00

SYS DATE:03/28/19

VILLAGE OF STEGER
A / P W A R R A N T L I S T
REGISTER # 895

SYS TIME:16:13
[NW2]

DATE: 03/28/19

Thursday March 28, 2019

PAGE 3

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
=====					
C.O.P.S. AND F.I.R.E. PERSONNEL TESTING	105286	01-40-34202		R. WOODSON	450.00
THE EAGLE UNIFORM COMPANY INC	274819	01-40-37302		H. LACKEY	113.00
EMBLEM ENTERPRISES, INC	749398	01-40-37302		UNIFORMS	374.22
GALLS LLC	011517634	01-40-37302		NEW-UNIFORMS	155.20-
GALLS LLC	012153417	01-40-37302		D. BANICKI	217.88
NATIONAL ASSOCIATION OF TOWN WATCH	NNO10100	01-40-38900		COMMUNITY RELATIO	325.00
TOTAL FOR FUND 01		DEPT. 40			4457.99
MERIT EMPLOYMENT ASSESSMENT SERVICES, INC	20182261	01-42-34700		POLICE TESTING	1112.25
TOTAL FOR FUND 01		DEPT. 42			1112.25
TOTAL FOR FUND 01				44626.86	
UNIFIRST CORPORATION	062 0342027	03-30-32900		MAT MAINT	63.73
A T & T	708754369003 MA	03-30-33700		TELEPHONE	33.45
COMCAST	31978 0319	03-30-33700		TELEPHONE	117.47
COMCAST	31978 0319	03-30-33701		CABLE	139.75
PROTECTION 1 / ADT	3/30/19-4/29/19	03-30-33704		SECURITY SYSTEM	36.21
TOTAL FOR FUND 03		DEPT. 30			390.61
COMED	82008 0319	03-31-33100		ELECTRICITY	82.92
NICOR GAS	3510001 0319	03-31-33200		HEAT	730.47
TOTAL FOR FUND 03		DEPT. 31			813.39
TOTAL FOR FUND 03				1204.00	
MERTS HVAC	102648	06-00-31100		BUILDING MAINT	1161.50
GALLAGHER MATERIALS CORP	9526	06-00-31204			323.64

SYS DATE:03/28/19

VILLAGE OF STEGER
A / P W A R R A N T L I S T
REGISTER # 895
Thursday March 28, 2019

SYS TIME:16:13
[NW2]

DATE: 03/28/19

PAGE 4

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
GALLAGHER MATERIALS CORP 9527		06-00-31204			312.48
CORE & MAIN K218062		06-00-31504			534.20
COMPLETE DIESEL CARE INC 6049		06-00-31805		VEHICLE MAINT	1294.98
KEITH'S POWER EQUIPMENT INC 74323		06-00-31805		VEHICLE MAINT	50.27
MONARCH AUTO SUPPLY INC 6981-453932		06-00-31805		VEHICLE MAINT	28.32
GEMINI PLUMBING COMPANY INC 26095		06-00-32900		25 E 30TH PL	385.00
UNIFIRST CORPORATION 062 0342145		06-00-32900		MATS	27.98
COMED 52003 0319		06-00-33100		ELECTRICITY	57.86
COMED 76056 0319		06-00-33100		ELECTRICITY	1109.79
COMED 67036 0319		06-00-33101		ELECTRICITY	3180.78
NICOR GAS 510001 0319		06-00-33200		HEAT	159.89
HERITAGE F/S, INC. 35000631		06-00-33300		GASOLINE	126.95
HERITAGE F/S, INC. 35000734		06-00-33300		GASOLINE	127.55
HERITAGE F/S, INC. 35000735		06-00-33300		GASOLINE	272.41
CINTAS CORPORATION LOCKBOX 5013322744		06-00-33501		SHOP SUPPLIES	116.07
JOHNSON CONTROLS SECURITY SOLUTIONS 32241497		06-00-33704		SECURITY	194.96
JOHNSON CONTROLS SECURITY SOLUTIONS 32241498		06-00-33704		SECURITY	217.90
REPUBLIC SERVICES #721 0721-006094049		06-00-33710		MARCH 2019	58999.04
UNIFIRST CORPORATION 062 0342209		06-00-33800		UNIFORM	73.60
UNIFIRST CORPORATION 062 0343147		06-00-33800		UNIFORM	73.60
GW & ASSOCIATES, PC 1903051		06-00-34400		AUDITING	2450.00
TOTAL FOR FUND 06		DEPT. 00			71278.77
TOTAL FOR FUND 06				71278.77	
MERTS HVAC 102648		07-00-31100		BUILDING MAINT	1161.50
KEITH'S POWER EQUIPMENT INC 74097		07-00-31805		VEHICLE MAINT	269.92
KEITH'S POWER EQUIPMENT INC 74323		07-00-31805		VEHICLE MAINT	50.27
O'REILLY AUTO PARTS 3414-493871		07-00-31805		VEHICLE MAINT	9.96

SYS DATE:03/28/19

VILLAGE OF STEGER
A / P W A R R A N T L I S T
REGISTER # 895

SYS TIME:16:13
[NW2]

DATE: 03/28/19

Thursday March 28, 2019

PAGE 5

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
SHOREWOOD HOME & AUTO, INC.	02-108093	07-00-31805		VEHICLE MAINT	44.77
HERITAGE F/S, INC.	35000631	07-00-33300		GASOLINE	129.95
HERITAGE F/S, INC.	35000734	07-00-33300		GASOLINE	127.55
HERITAGE F/S, INC.	35000735	07-00-33300		GASOLINE	272.41
UNIFIRST CORPORATION	062 0342145	07-00-33500		MATS	27.98
CINTAS CORPORATION LOCKBOX	5013322744	07-00-33501		SHOP SUPPLIES	116.06
UNIFIRST CORPORATION	062 0342209	07-00-33800		UNIFORM	73.60
UNIFIRST CORPORATION	062 0343147	07-00-33800		UNIFORM	73.60
SCOT DECAL COMPANY, INC	26233	07-00-33909		VEHICLE STICKERS	1911.63
SCOT DECAL COMPANY, INC	26233	07-00-33910		MOTORCYCLES	165.00
TOTAL FOR FUND 07		DEPT. 00			4434.20
TOTAL FOR FUND 07				4434.20	
COM ED	99093 0319	08-00-33102			3827.00
COMED	22049 0319	08-00-33102		ELECTRICITY	160.04
COMED	73007 03/19	08-00-33102		ELECTRICITY	123.20
COMED	80004 030519	08-00-33102		ELECTRICITY	47.08
COMED	81001 0319	08-00-33102		ELECTRICITY	35.08
TOTAL FOR FUND 08		DEPT. 00			4192.40
TOTAL FOR FUND 08				4192.40	
TROPHIES & AWARDS PLUS	148	13-50-33931		TROPHIES	1206.00
TOTAL FOR FUND 13		DEPT. 50			1206.00
TOTAL FOR FUND 13				1206.00	
VISION SERVICE PLAN (IL)	806592643	15-00-36901			679.32

SYS DATE:03/28/19

VILLAGE OF STEGER
A / P W A R R A N T L I S T
REGISTER # 895

SYS TIME:16:13
[NW2]

DATE: 03/28/19

Thursday March 28, 2019

PAGE 6

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
------------	--------	------------	------------	----------------------	--------	------

HUMANA DENTAL INSURANCE COMPANY	181934344	15-00-36903			3166.92	
---------------------------------	-----------	-------------	--	--	---------	--

TOTAL FOR FUND 15		DEPT. 00			3846.24	
-------------------	--	----------	--	--	---------	--

TOTAL FOR FUND 15				3846.24		
-------------------	--	--	--	---------	--	--

HERITAGE F/S, INC.	35000631	16-00-33300		GASOLINE	90.51	
HERITAGE F/S, INC.	35000734	16-00-33300		GASOLINE	93.95	
COMCAST	72350 0319	16-00-33700		TELEPHONE	81.15	
COMCAST	72350 0319	16-00-33701		CABLE	89.90	

TOTAL FOR FUND 16		DEPT. 00			355.51	
-------------------	--	----------	--	--	--------	--

TOTAL FOR FUND 16				355.51		
-------------------	--	--	--	--------	--	--

ABBEY	3007*03	25-10-30000		POLICE STATION	7508.70	
ABBEY	FINAL LIEN WAIV	25-10-30000		POLICE STATION	29420.67	

TOTAL FOR FUND 25		DEPT. 10			36929.37	
-------------------	--	----------	--	--	----------	--

TOTAL FOR FUND 25				36929.37		
-------------------	--	--	--	----------	--	--

** TOTAL CHECKS TO BE ISSUED				168073.35		
------------------------------	--	--	--	-----------	--	--

01	CORPORATE			44626.86		
03	PLAYGROUND/RECREATION			1204.00		
06	WATER/SEWER FUND			71278.77		
07	ROAD & BRIDGE			4434.20		
08	MOTOR FUEL TAX			4192.40		
13	BOOSTER CLUB			1206.00		
15	LIABILITY INSURANCE FUND			3846.24		
16	H.S.E.M.			355.51		
25	CAPITAL PROJECTS			36929.37		

ORDINANCE NO. 1213

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

**AN ORDINANCE AUTHORIZING AND APPROVING AN
INTERGOVERNMENTAL AGREEMENT WITH THE CHICAGO HEIGHTS PARK
DISTRICT FOR THE VILLAGE OF STEGER, ILLINOIS.**

WHEREAS, the Village of Steger, Counties of Cook and Will, State of Illinois (the "Village") is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto, with full powers to enact ordinances and adopt resolutions for the benefit of the residents of the Village; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1, *et seq.*) (the "Act") authorizes public agencies, which include units of local government and agencies of the government of the State of Illinois, to jointly enjoy and/or exercise powers, privileges, functions or authority with other public agencies, except where specifically and expressly prohibited by law; and

WHEREAS, the Chicago Heights Park District (the "Park District") is a park district organized under and governed by the Park District Code (70 ILCS 1205/1-1, *et seq.*); and

WHEREAS, the Village, through its Recreation Department, oversees and supports a youth football and cheer program (the "Football Program"); and

WHEREAS, the Park District desires to enable children to register for the Football Program through the Park District; and

WHEREAS, the Village desires to use the football field located at Bloom High School (the "Bloom High Field"), to the extent the Park District is entitled to use the Bloom High Field, for activities in connection with the Football Program; and

WHEREAS, the Park District desires to use the Village's football field (the "Village Field") for activities in connection with the Football Program; and

WHEREAS, the Village and the Park District desire to enter into a certain Intergovernmental Agreement (the "Agreement"), a copy of which is attached hereto and incorporated herein as Exhibit A, whereby the Village will accept registrations for the Football Program through the Park District, the Park District will allow the Village to use the Bloom High Field for activities in connection with the Football Program, to the extent the Park District is entitled to use the Bloom High Field, and the Village will allow the Park District to use the Village Field for activities in connection with the Football Program; and

WHEREAS, based on the foregoing and in order to ensure the health, safety and welfare of the Village and its residents, the Village President (the "President") and the Board of Trustees of the Village (the "Village Board" and with the President, the "Corporate Authorities") have determined that it is advisable and in the best interests of the Village and its residents to enter into and approve an agreement with terms substantially the same as the terms of the Agreement; and

WHEREAS, the President is authorized to enter into and the Village Attorney (the "Attorney") is authorized to revise agreements for the Village making such insertions, omissions and changes as shall be approved by the President and the Attorney;

NOW, THEREFORE, BE IT ORDAINED by the President and the Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois, as follows:

**ARTICLE I.
IN GENERAL**

SECTION 1: Incorporation Clause.

The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this Ordinance as legislative findings.

SECTION 2: Purpose.

The purpose of this Ordinance is to authorize the President or his designee to enter into the Agreement with the Park District and to further authorize the President or his designee to take all steps necessary to carry out the terms and intent of this Ordinance and to ratify any steps taken to effectuate those goals.

**ARTICLE II.
AUTHORIZATION**

SECTION 3: Authorization.

That the Village Board approves the Agreement. The Village Board further authorizes and directs the President or his designee to enter into and approve the Agreement, or any modifications thereof, and to ratify any and all previous action taken to effectuate the intent of this Ordinance. The Village Board further authorizes and directs the President or his designee to execute the Agreement with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Village Clerk is hereby authorized and directed to attest to and countersign the Agreement and any other documentation as may be necessary to carry out and effectuate the purpose of this Ordinance. The Village Clerk is also authorized and directed to affix the Seal of the Village to such documentation as is deemed necessary. The officers, agents and/or employees of the Village shall take all action necessary or

reasonably required by the Village to carry out, give effect to and effectuate the purpose of this Ordinance and shall take all action necessary in conformity therewith.

**ARTICLE III.
HEADINGS, SAVINGS CLAUSES, PUBLICATION,
EFFECTIVE DATE**

SECTION 4: Headings.

The headings of the articles, sections, paragraphs and subparagraphs of this Ordinance are inserted solely for convenience of reference and form no substantive part of this Ordinance nor should they be used in any interpretation or construction of any substantive provision of this Ordinance.

SECTION 5: Severability.

The provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6: Superseder.

All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7: Publication.

A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 8: Effective Date.

This Ordinance shall be effective and in full force immediately upon passage and approval.

ORDINANCE NO 1213

PASSED this ____ day of _____, 2019.

Joseph M. Zagone, Jr., Village Clerk

APPROVED this ____ day of _____, 2019.

Kenneth A. Peterson, Jr., Village President

Roll Call Vote:

Voting in favor:

Voting against:

Not voting:

EXHIBIT A

INTERGOVERNMENTAL AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT (the “Agreement”) dated as of April ___, 2019, by and between the the Village of Steger, Illinois, a municipal corporation (the “Village”) and the Chicago Heights Park District, an Illinois park district (the “Park District”) (collectively, the Park District and the Village may, for convenience be referred to as the “Parties”, and each individually as a “Party”)

RECITALS

WHEREAS, the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), authorizes municipalities to exercise jointly with any public agency of the State, including other units of local government, any power, privilege, or authority which may be exercised by a unit of local government individually, and to enter into contracts for the performance of governmental services, activities and undertakings; and

WHEREAS, the Village is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto; and

WHEREAS, the Park District is a park district organized under and governed by the Park District Code, 70 ILCS 1205/1-1, *et seq.*; and

WHEREAS, the Village, through its Recreation Department, oversees and supports a youth football and cheer program (the “Football Program”); and

WHEREAS, the Park District desires to enable children to register for the Football Program through the Park District; and

WHEREAS, the Village desires to use the football field located at Bloom High

School (the "Bloom High Field"), to extent the Park District is entitled to use the Bloom High Field, for activities in connection with the Football Program; and

WHEREAS, the Park District desires to use the Village's football field (the "Steger Field") for activities in connection with the Football Program; and

WHEREAS, the Village and the Park District desire to enter into this Intergovernmental Cooperation Agreement (the "Agreement") whereby the Village will accept registrations for the Football Program through the Park District, the Park District will allow the Village to use the Bloom High Field for activities in connection with the Football Program, to the extent the Park District is entitled to use the Bloom High Field, and the Village will allow the Park District to use the Village Field for activities in connection with the Football Program;

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and benefits hereinafter set forth, the Parties agree as follows:

Section 1. **Registration.** The Village shall accept registrations for the Football Program from the Park District. The fee for registrations received from the Park District shall be One Hundred Twenty-Five and No/100 U.S. Dollars (\$125.00) per child.

Section 2. **Bloom High Field.** To the extent the Park District is entitled to use the Bloom High Field, the Park District shall allow the Village to use the Bloom High Field for activities in connection with the Football Program at such times as agreed upon by the Parties.

Section 3. **Village Field.** The Village shall allow the Park District to use the Village Field for activities in connection with the Football Program at such times as agreed upon by the Parties.

Section 4. Commencement and Term of Agreement.

This Agreement shall commence on April __, 2019 and continue for a period of one (1) calendar year from the Commencement Date and shall automatically renew for successive calendar years thereafter, provided however, that either Party may terminate the Agreement after ninety (90) days written notice to the other Party. Either Party may terminate this Agreement at any time by providing the other Party with thirty (30) days prior written notice of such termination. In addition, the Parties may terminate this Agreement by mutual consent and agreement.

Section 5. Insurance. The Village shall provide to the Park District prior to the commencement of the Football Program, a Certificate of Liability Insurance with a coverage amount of no less than Two Million and No/100 U.S. Dollars (\$2,000,000.00), naming the Park District and all of its officers, agents, employees and public officials as additional insured's for any incidents or injuries or claims arising from the Football Program. The Park District covenants and agrees that the Village may elect to provide the coverage required by this Section 5 through a combination of the Village's liability and excess liability policies. *The Parties agree that the Village's liability policy shall provide primary coverage for such claims, actions and liabilities, and the Park District owned liability policies shall provide secondary coverage for such claims.*

Section 6. Indemnification.

Each Party will indemnify, defend and hold the other Party and its elected officials, agents, officers, employees and volunteers harmless from and against any claims, suits, proceedings, costs, liabilities, expenses (including court costs and reasonable legal fees), or damages (claims) to real or tangible personal property and/or bodily injury to persons,

including death, resulting from its or its elected officials, agents, officers, employees and volunteers gross negligence or willful misconduct arising from or related to this Agreement.

Section 7. **Authority.**

The execution, delivery and performance of this Agreement have been duly and validly authorized by all necessary action on the part of both Parties. This Agreement is a legal, valid and binding Agreement of the Village and the Park District, enforceable against either Party in accordance with its terms.

Section 8. **Notice.**

Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and delivered personally or by registered or certified mail, postage prepaid, to the following persons and addresses, or to such other addresses or persons as either Party may designate by subsequent notice to the other Party:

If to the Village:	Office of the Mayor 3320 Lewis Avenue Steger, Illinois 60475 Phone: 708-754-3395
With copies to:	Del Galdo Law Group, LLC 1441 S. Harlem Avenue Berwyn, Illinois 60402 Attention: James M. Vasselli Phone: 708-222-7000 Fax: 708-222-7001
If to Park District:	Office of the Executive Director 1400 Chicago Road Chicago Heights, Illinois 60411 Phone: 708-755-1351
With copies to:	Montana and Welch, LLC 11950 Harlem Ave., Suite 102 Palos Heights, Illinois 60463

Phone: (708) 448-7005

Fax: (708) 448-7007

Section 9. Governing Law.

This Agreement shall be construed in accordance with and governed by the laws of the State of Illinois.

Section 10. Amendments.

No amendments, changes, modifications, alterations or waivers of any term, provision or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties hereto as required by law.

Section 11. Severability.

The terms, conditions and provisions of this Agreement shall be severable, and if any term, condition or provision is found to be invalid or unenforceable for any reason whatsoever, the remaining sections, subsections, terms, conditions and provisions shall remain in full force and effect, and shall not be effective by such determination, unless the Agreement can no longer be performed by any Party.

Section 12. Amendments.

No amendments, changes, modifications, alterations or waivers of any term, provision or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties hereto as required by law.

Section 13. Prevailing Party.

In the event of a default and/or litigation arising out of the enforcement, breach or construction of this Agreement, the Parties hereto acknowledge and agree that the prevailing Party shall be entitled to recover all costs, charges, expenses and reasonable attorneys' fees arising as a result thereof. Prevailing Party shall mean any defendant found not liable on any

and all counts and/or any plaintiff recovering on any count.

Section 14. Counterparts.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Facsimile signatures shall be sufficient unless an original signature is required by either Party. Reproduction of this Agreement and its signatures hereon shall be the equivalent of an original copy of this Agreement.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the undersigned Parties have caused this Agreement to be executed by their duly designated officials.

VILLAGE OF STEGER,
An Illinois municipal corporation.

CHICAGO HEIGHTS PARK DISTRICT,
an Illinois park district.

Village President

Park District President

Attest:

Attest:

Village Clerk

Park District Clerk

March 18, 2019

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

We are pleased to confirm the arrangements of our engagement and the nature of the services we will provide to the **VILLAGE OF STEGER, ILLINOIS** (Village).

ENGAGEMENT OBJECTIVES AND SCOPE

We will audit the basic financial statements of the Village as of and for the year ended December 31, 2018, and the related notes to the basic financial statements.

Our audit will be conducted with the objective of expressing an opinion on the financial statements.

We will also perform the required audit of the Village's Tax Increment Financing (TIF) Funds and issue an opinion on each fund's compliance with PA85-1142.

Additionally, we will provide an "in relation to" opinion for the Village's Consolidated Year-End Financial Report (CYEFR) required to be submitted in accordance with the Grant Accountability and Transparency Act (GATA).

OUR RESPONSIBILITIES

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Those standards require that we plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by fraud or error. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. 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.

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 exists, even though the audit is properly planned and performed in accordance with GAAS.

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 2 of 8

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Also, in the future, procedures could become inadequate because of changes in conditions or deterioration in design or operation. Two or more people may also circumvent controls, or management may override the system.

We are available to perform additional procedures with regard to fraud detection and prevention at your request, subject to completion of our normal engagement acceptance procedures. The actual terms and fees of such an engagement would be documented in a separate letter to be signed by you and BKD.

Scott C. Termine, Partner is responsible for supervising the engagement and authorizing the signing of the report or reports.

We will issue a written report upon completion of our audit of the Village's financial statements. Our report will be addressed to the Board of Trustees of the Village. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraph(s), or withdraw from the engagement. If we discover conditions that may prohibit us from issuing a standard report, we will notify you as well. In such circumstances, further arrangements may be necessary to continue our engagement.

We will also express an opinion on whether the combining nonmajor governmental fund financial statements ("supplementary information") are fairly stated, in all material respects, in relation to the financial statements as a whole.

YOUR RESPONSIBILITIES

Our audit will be conducted on the basis that management acknowledges and understands that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. 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;

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 3 of 8

- b. Additional information that we may request from management for the purpose of the audit; and
- c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation acknowledging certain responsibilities outlined in this engagement letter and confirming:

- The availability of this information
- Certain representations made during the audit for all periods presented
- The effects of any uncorrected misstatements, if any, resulting from errors or fraud aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole

With regard to supplementary information:

- Management is responsible for its preparation in accordance with applicable criteria
- Management will provide certain written representations regarding the supplementary information at the conclusion of our engagement
- Management will include our report on this supplementary information in any document that contains this supplementary information and indicates we have reported on the supplementary information
- Management will make the supplementary information readily available to intended users if it is not presented with the audited financial statements

OTHER SERVICES

We will provide you with the following nonattest services:

- Assisting with the preparation of government-wide full accrual conversion entries
- Preparing a draft of the financial statements and related notes
- Assisting in drafting the Illinois Comptroller AFR filing

In addition, we may perform other services for you not covered by this engagement letter. You agree to assume full responsibility for the substantive outcomes of the services described above and for any other services that we may provide, including any findings that may result. You also acknowledge that those services are adequate for your purposes and that you will establish and monitor the performance of those services to ensure that they meet management's objectives. Any and all decisions involving management responsibilities related to those services will be made by you, and you accept full responsibility for such

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 4 of 8

decisions. We understand that you will designate a management-level individual to be responsible and accountable for overseeing the performance of those services, and that you will have determined this individual is qualified to conduct such oversight.

ENGAGEMENT FEES

The fee for our services will be \$29,380, plus \$3,500 for adoption of GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*.

Additionally, the State of Illinois has adopted new reporting requirements for 2018 in connection with the *Grant Accountability and Transparency Act*. Requirements vary depending on the amount of state funding expended, but in the case of the Village, we expect that our additional fees related to this new requirement will not exceed \$1,500.

We will waive an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

Our fees are based upon the understanding that your personnel will be available to assist us. Assistance from your personnel is expected to include:

- Preparing audit schedules to support all significant balance sheet and certain other accounts
- Responding to auditor inquiries
- Preparing confirmation and other letters
- Pulling selected invoices and other documents from files
- Helping to resolve any differences or exceptions noted

We will provide you with a detailed list of assistance and schedules required and the date such assistance and schedules are to be provided before the audit begins. All schedules should be provided in electronic form unless indicated otherwise.

Our timely completion of the audit depends on your timely and accurate schedule and analyses preparation and on the availability of your personnel to provide other assistance. If there are inaccuracies or delays in preparing this material, or if we experience other assistance difficulties that add a significant amount of time to our work, our fees would increase. We would discuss this with you if such circumstances arise.

Our pricing for this engagement and our fee structure are based upon the expectation that our invoices will be paid promptly. We will issue progress billings during the course of our engagement, and payment of our invoices is due upon receipt. Interest will be charged on any unpaid balance after 30 days at the rate of 10% per annum, or as allowed by law at the earliest date thereafter, and highest applicable rate if less than 10%.

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 5 of 8

Our engagement fee does not include any time for post-engagement consultation with your personnel or third parties, consent letters and related procedures for the use of our reports in offering documents, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our fees may also increase if our duties or responsibilities are increased by rulemaking of any regulatory body or any additional new accounting or auditing standards.

If our invoices for this or any other engagement you may have with BKD are not paid within 30 days, we may suspend or terminate our services for this or any other engagement. In the event our work is suspended or terminated as a result of nonpayment, you agree we will not be responsible for any consequences to you.

OTHER ENGAGEMENT MATTERS AND LIMITATIONS

BKD is not acting as your municipal advisor under Section 15B of the *Securities Exchange Act of 1934*, as amended. As such, BKD is not recommending any action to you and does not owe you a fiduciary duty with respect to any information or communications regarding municipal financial products or the issuance of municipal securities. You should discuss such information or communications with any and all internal or external advisors and experts you deem appropriate before acting on any such information or material provided by BKD.

Our workpapers and documentation retained in any form of media for this engagement are the property of BKD. We can be compelled to provide information under legal process. In addition, we may be requested by regulatory or enforcement bodies to make certain workpapers available to them pursuant to authority granted by law or regulation. You agree that we have no legal responsibility to you in the event we provide such documents or information.

You agree to indemnify and hold harmless BKD and its personnel from any claims, liabilities, costs and expenses relating to our services under this agreement attributable to false or incomplete representations by management, except to the extent determined to have resulted from the intentional or deliberate misconduct of BKD personnel.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

In the event BKD or its affiliates or their employees, partners, shareholders, officers or directors (collectively, BKD Parties) are requested or authorized by the Village or are required by government regulation, subpoena, order or other legal process to produce documents or to provide testimony as witnesses with respect to any services rendered pursuant to this engagement or any other work or services provided by BKD Parties, the Village will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests, order, subpoenas or legal process.

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 6 of 8

The Village and BKD Parties agree that no claim or cause of action against BKD Parties arising in whole or in part out of services performed or to be performed under this engagement shall be filed more than two years after (i) the date of the report issued by BKD Parties pursuant to this engagement or (ii) the date of this engagement letter if no report has been issued. The Village and BKD Parties further agree that the maximum liability of BKD Parties for any and all claims or causes of action which may be asserted by the Village arising in whole or in part from any aspect of this engagement is limited to three times the total amount of fees paid by the Village to BKD Parties for services rendered under this engagement letter. The Village waives any claim or cause of action for punitive or exemplary damages against BKD Parties.

Either of us may terminate these services at any time. Both of us must agree, in writing, to any future modifications or extensions. If services are terminated, you agree to pay us for time expended to date. In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of 4% to cover items such as copies, postage and other delivery charges, supplies, technology-related costs such as computer processing, software licensing, research and library databases and similar expense items.

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected and all other provisions remain in full force and effect.

We may from time to time utilize third-party service providers, *e.g.*, domestic software processors or legal counsel, or disclose confidential information about you to third-party service providers in serving your account. We remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information. In the event we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider.

We will, at our discretion or upon your request, deliver financial or other confidential information to you electronically via email or other mechanism. You recognize and accept the risk involved, particularly in email delivery as the internet is not necessarily a secure medium of communication as messages can be intercepted and read by those determined to do so.

You agree you will not modify these documents for internal use or for distribution to third parties. You also understand that we may on occasion send you documents marked as draft and understand that those are for your review purpose only, should not be distributed in any way and should be destroyed as soon as possible.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors and assigns of you and BKD.

The entity may wish to include our report on these financial statements in an exempt offering document. The entity agrees that the aforementioned auditor's report, or reference to our firm, will not be included in any such offering document without notifying us. Any agreement to perform work in connection with an

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 7 of 8

exempt offering document, including providing agreement for the use of the auditor's report in the exempt offering document, will be a separate engagement.

Any exempt offering document issued by the entity with which we are not involved will clearly indicate that we are not involved by including a disclosure such as, "**BKD, LLP** our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. **BKD, LLP** also has not performed any procedures relating to this offering document."

You agree to notify us if you desire to place these financial statements or our report thereon along with other information, such as a report by management or those charged with governance on operations, financial summaries or highlights, financial ratios, etc., on an electronic site. You recognize that we have no responsibility as auditors to review information contained in electronic sites.

Any time you intend to reference our firm name in any manner in any published materials, including on an electronic site, you agree to provide us with draft materials for our review and approval before publishing or posting such information.

BKD is a registered limited liability partnership under Missouri law. Under applicable professional standards, partners of **BKD, LLP** have the same responsibilities as do partners in a general accounting and consulting partnership with respect to conformance by themselves and other professionals in BKD with their professional and ethical obligations. However, unlike the partners in a general partnership, the partners in a registered limited liability partnership do not have individual civil liability, directly or indirectly, including by way of indemnification, contribution, assessment or otherwise, for any debts, obligations or liabilities of or chargeable to the registered limited liability partnership or each other, whether arising in tort, contract or otherwise.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities. If the signed copy you return to us is in electronic form, you agree that such copy shall be legally treated as a "duplicate original" of this agreement.

BKD, LLP

BKD, LLP

Mayor Kenneth A. Peterson, Jr.
Village of Steger
March 18, 2019
Page 8 of 8

Acknowledged and agreed to on behalf of

VILLAGE OF STEGER

BY _____
Kenneth A. Peterson, Jr., Mayor

DATE _____

BY _____
Mary Jo Seehausen, Village Administrator

DATE _____

Columbia Central School

Band Department

March 19, 2019

Dear Mayor Peterson:

The Steger Summer Band program has become one of the most exciting parts of the year for many band students. Many are both current and former Columbia Central students, and others that have gone on to the high school level still enjoy coming back to lend their talents and skills. Everyone looks forward to rehearsing and performing together through the summer months, and it is a great way for these students to maintain their performance skills and continue to grow as musicians and performers. My current band program at Columbia Central is **140 members** strong! Many of the students that have participated in previous years are already asking about Summer Band this year.

Here is a breakdown for the proposed budget.

Music-	\$350.00
Director's Salary-	\$2300.00
T-shirts-	\$600.00
Total Budget-	\$3250.00

The summer program consists of:

- Village Memorial Day Performance
- All Summer Band rehearsals (mid-June to late-July)
- Summer Band Concert (mid-July)
- Steger Parade Performance (TBD)

We have also participated in performing along the race route for the Wounded Warrior 5K & AshleyCan 5K races in the past. I will begin making the schedule and selecting music soon, and I will look forward to receiving activity confirmation from your office. Thank you for this great opportunity to keep music thriving in our village throughout the summer. I am honored to keep the Steger Summer Band tradition alive!

Sincerely,



Edward Fitzgerald, Band Director
Columbia Central School
753-4734
efitzgerald@sd194.org