

**VILLAGE OF ALGONQUIN
VILLAGE BOARD MEETING**

November 3, 2020

7:30 p.m.

Held Remotely

Due to the Ganek Municipal Center being used as an Election Poling Place and in light of the current COVID-19 public health emergency, Governor J.B. Pritzker's Gubernatorial Disaster Proclamation, and the Village's Continuation of Proclamation of Local Disaster Emergency in response thereto, the Village President has determined that an in-person meeting is not practical or prudent because of the disaster and the social distancing protocols. With that said, this meeting will be completely virtual without in person attendance at the Ganek Municipal Center.

The complete Village Board packet is posted at the Algonquin Village Hall and may be viewed online via the Village Board's link on the Village's website, www.algonquin.org. If you would like to listen to the meeting, please go to <https://algonquin.zoom.us/j/93086438224> or dial in (877)853-5257, (888)475-4499, or (312)626-6799 webinar ID **930 8643 8224**. If you wish to submit any public comment, please contact the Deputy Village Clerk in advance of the meeting at 847-658-5609 or meetingcomments@algonquin.org or during the to comment during the meeting public comment portion of the meeting after logging into the zoom meeting, please raise your hand and you will be called on, if you are dialing in, dial *9 to raise your hand. The Village will attempt to read such public comments during the public commentary portion of the meeting. Any comments received during the meeting but after the public commentary portion has ended will be provided in writing to the Village Board members after the meeting. Remote meetings will be recorded for the purpose of accurate meeting minutes.

-AGENDA-

- 1. CALL TO ORDER**
- 2. ROLL CALL – ESTABLISH QUORUM**
- 3. PLEDGE TO FLAG**
- 4. ADOPT AGENDA**
- 5. AUDIENCE PARTICIPATION**
(Persons wishing to address the Board please see above.)
- 6. CONSENT AGENDA/APPROVAL:**
All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved/accepted by one motion with a roll call vote.
 - A. APPROVE MEETING MINUTES:**
 - (1) Village Board Meeting Held October 20, 2020
 - (2) Committee of the Whole Meeting Held October 20, 2020
- 7. OMNIBUS AGENDA/APPROVAL:**
The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote.
(Following approval, the Village Clerk will number all Ordinances and Resolutions in order.)
 - A. ADOPT RESOLUTIONS:**
 - (1) Pass a Resolution Accepting and Approving an Agreement with B&B Holiday Decorating of DesPlaines for the Holiday Lighting in Old Town in the amount of \$29,907.00
 - (2) Pass a Resolution Accepting and Approving an Agreement with EEI for the Risk and Resilience Assessment in the amount of \$49,054.00
- 8. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AND/OR OMNIBUS AGENDA**
- 9. APPROVAL OF BILLS FOR PAYMENT AND PAYROLL EXPENSES AS RECOMMENDED BY THE VILLAGE MANAGER**
 - A.** List of Bills Dated November 3, 2020 totaling \$4,374,281.66
- 10. COMMITTEE OF THE WHOLE:**
 - A. COMMUNITY DEVELOPMENT**
 1. Approve a Special Event Permit and Fee Waiver for the Lion's Club Christmas Tree Sale at Algonquin State Bank begin on November 21, with sale dates from November 27th through December 23, and Cleanup thereafter
 - B. GENERAL ADMINISTRATION**
 - C. PUBLIC WORKS & SAFETY**
- 11. VILLAGE CLERK'S REPORT**
- 12. STAFF COMMUNICATIONS/REPORTS, AS REQUIRED**
- 13. CORRESPONDENCE**
- 14. OLD BUSINESS**
- 15. EXECUTIVE SESSION:** If required
- 16. NEW BUSINESS**
 - A.** Pass a Resolution Accepting and Approving an Intergovernmental with Kane County for the Recipient Agreement for Corona Virus Relief Funds
- 17. ADJOURNMENT**



MINUTES OF THE REGULAR VILLAGE BOARD MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF
ALGONQUIN, McHENRY & KANE COUNTIES, ILLINOIS
MEETING OF OCTOBER 20, 2020
HELD IN THE VILLAGE BOARD ROOM – 2200 HARNISH DR., ALGONQUIN, IL
AND REMOTELY (R) DUE TO COVID-19 EMERGENCY DECLARATION

CALL TO ORDER: Acting Village President Debby Sosine, called the meeting to order at 7:30 P.M. with Deputy Village Clerk Michelle Weber calling the roll. Trustees Present: Jerrold Glogowski, Janis Jasper (R), John Spella (R), Laura Brehmer, and Acting Village President Debby Sosine

Absent: Trustee Steigert

Staff in Attendance: Tim Schloneger, Village Manager; Mike Kumbera, Assistant Village Manager; Russ Farnum, Community Development Director; Police Chief, John Bucci; Robert Mitchard, Public Works Director; Kevin Crook, Chief Innovations Officer; Susan Skillman, Comptroller. Also in attendance, Deputy Village Clerk, Michelle Weber and Attorney, Kelly Cahill.

PLEDGE TO FLAG: Deputy Clerk Weber led all present in the Pledge of Allegiance.

ADOPT AGENDA: Moved by Jasper, seconded by Glogowski, to adopt tonight's agenda Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Sosine.
Motion carried; 5-ayes, 1-absent, 0-nays.

AUDIENCE PARTICIPATION:
None

CONSENT AGENDA: The Items under the Consent Agenda are considered to be routine in nature and may be approved by one motion with a roll call vote.

A. APPROVE MEETING MINUTES:

- (1) Village Board Meeting Held October 6, 2020
- (2) Committee of the Whole Meeting Held October 13, 2020

Moved by Glogowski, seconded by Spella, to approve the Consent Agenda of October 20, 2020. Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Sosine.
Motion carried; 5-ayes, 1-absent, 0-nays.

OMNIBUS AGENDA: The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote.
(Following approval, the Village Clerk numbers all Ordinances and Resolutions in order)

A. PASS ORDINANCES:

- (1) **2020-O-36**: Pass an Ordinance Approving Amending Chapter 6 and Appendix B of the Algonquin Municipal Code

B. ADOPT RESOLUTIONS:

- (1) **2020-R-49**: Pass a Resolution Accepting and Approving an Agreement with Christopher B. Burke LLC for the Giotechnical Analysis, Topographic Survey, and Engineering Work for the Phase I Engineering Services for the Broadsmore an Stonegate Rehabilitation Project in the Amount of \$79,375.00
- (2) **2020-R-50**: Pass a Resolution Accepting and Approving an Agreement with Burke LLC for the MCCD Prairie Path Trailhead and Towne Park Kiosks in the Amount of \$136,464.00
- (3) **2020-R-51**: Pass a Resolution Accepting and Approving an Agreement with Christopher B. Burke LLC for the Ratt Creek Reach 5 Utilities Relocation Engineering Plans in the Amount of \$149,140.00
- (4) **2020-R-52**: Pass Resolution Accepting and Approving a Commitment of Local Funding Participation for the Main Street Roundabout and Harrison Street Bike Lane Plan in the Amount of \$4,003,200.00
- (5) **2020-R-53**: Pass a Resolution Accepting and Approving an Agreement with Burke, LLC for the Brick Paver Replacement Design Build in Manchester Lakes in the Amount of \$ 128,750.00

Moved by Brehmer, seconded by Jasper, to approve the Omnibus Agenda for October 20, 2020.
Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Sosine.
Motion carried; 5-ayes,1-absent, 0-nays.

APPROVAL OF BILLS: Moved by Glogowski, seconded by Brehmer, to approve the List of Bills for payment for 10/20/2020 in the amount of \$1,474,423.22 including payroll expenses as recommended for approval.

Roll call vote; voting aye – Spella, Jasper, Glogowski, Brehmer, Sosine.
Motion carried; 6-ayes, 1-absent, 0-nays.

PAYMENT OF BILLS:

FUND DESCRIPTION	
GENERAL	154,103.49
CEMETERY	2,542.00
MFT	73,488.68
STREET IMPROVEMENT	122,980.47
PARK IMPROVEMENT	336,931.43
WATER & SEWER	128,467.80
WATER & SEWER IMPROVEMENT	449,630.20
BUILDING MAINT. SERVICE	14,133.32
VEHICLE MAINT. SERVICE	16,846.73
TOTAL ALL FUNDS	\$999,124.12

COMMITTEE & CLERK'S REPORTS:

UNDER COMMITTEE OF THE WHOLE

A. COMMUNITY DEVELOPMENT

B. GENERAL ADMINISTRATION

- (1) Moved by Jasper, seconded by Spella to approve the Halloween Drive-In Movie Special Event at Presidential Park on October 29, Rain Date of October 30, 2020

Roll call vote; voting aye – Spella, Jasper, Glogowski, Brehmer, Sosine.

Motion carried; 6-ayes, 1-absent, 0-nays.

C. PUBLIC WORKS & SAFETY

VILLAGE CLERK'S REPORT

Deputy Clerk Weber announced future meetings reminding everyone that due to the November 3 Election, the Village Board meeting will be held completely remote with no one in attendance in the Board Room.

STAFF REPORTS:

ADMINISTRATION: Mr. Schloneger

We have been monitoring the COVID metrics in Kane and McHenry County, which we are communicating with businesses, our operations, and Village services. We have always been very cautious and if we need to take steps back and further remote working we will. Common sense protocols are encouraged so we can improve the metrics and get back to a more sense of normalcy.

COMMUNITY DEVELOPMENT: Russ Farnum

Staff has been working with restaurants on outdoor dining as we transition to winter weather with heated tents and such. Guidance is being pushed out regarding fire codes and building codes related to having heated tents. Today's news, no indoor dining in Kane County, threw us a curve ball. With no indoor dining, you must have open air tents, which is not realistic during the winter. We will continue to work with our businesses and local restaurants and will work together to make it all happen to the best of our ability.

POLICE DEPARTMENT: John Bucci

As discussed at the previous board meeting; APD was entered into a drawing as a result of placing first in the Illinois Traffic Safety Challenge. APD won the grand prize which is the outfitting of a squad car with a total cost of approximately \$35,000. There will be a formal presentation regarding the award and presentation of a plaque at an upcoming meeting.

PUBLIC WORKS: Mr. Mitchard

1. Aldi is working on their parking lot and will have that done before the November 1 paving deadline.

2. Spectrum is continuing to work on the building and exterior brick work and roofing in near completion.
3. Trails of Woods Creek is moving at an extremely fast pace. Services across Fairway View Drive is complete and they're working on utilities inside the property. A paving schedule for their roadway system for phase 1 was received. Final plans were also received and should be reviewed by Friday with the preconstruction meeting on Monday. There is a prohibition on paving beginning November 5, so it is not believed they will be able to get the paving done. If they submit a letter requesting them to allow paving the weather conditions must be just right, a minimum of 40 degrees and rising temperatures.
4. Terrace Hill project; last week sheeting was inadvertently drove through the brand new watermain. This has been repaired and work is progressing again on the bridge.
5. Stage 3 Utilities: Utilities on Harrison continue with road closures and opening as construction demands.
6. Construction on LaFox is currently being restored. Concrete is just about complete including driveway aprons, curb patching, and sidewalks. Once that is complete landscape restoration will begin as weather allows.

CORRESPONDENCE & MISCELLANEOUS:

OLD BUSINESS:

A. Financial Resiliency Plan Update

Mr. Kumbera gave an overview of the current financial status of the Village. He explained the detail of the various tax incomes, the areas unemployment rates, and COVID relief efforts including funding reimbursement from ILDEOC and the status of the FEMA and Kane County relief efforts.

EXECUTIVE SESSION: None

NEW BUSINESS:

- A. Following the summary/presentation given by Jim Savio of Sikich, it was moved by Glogowski, seconded by Brehmer to Accept the Comprehensive Annual Financial Report, Auditor's Communication to the Board of Trustees, Management Letter, and the Report on Supplementary Information and Report on Management's Assertion of Compliance with Public Act 85-1142, all for the Fiscal Year Ended April 30, 2020

Roll call vote; voting aye – Spella, Jasper, Glogowski, Brehmer, Sosine.

Motion carried; 6-ayes, 1-absent, 0-nays

ADJOURNMENT: There being no further business, it was moved by Spella, seconded by Brehmer, to adjourn.

Roll call vote; voting aye – Spella, Jasper, Glogowski, Brehmer, Sosine.

Motion carried; 6-ayes, 1-absent, 0-nays

The meeting was adjourned at 8:23 PM.

Submitted:

Deputy Clerk, Michelle Weber

Approved this 3rd day of November, 2020

Acting Village President, Debby Sosine



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On October 20, 2020
In the Village Board Room and Remotely (R) due to COVID 19**

AGENDA ITEM 1: Roll Call to Establish a Quorum

In the absence of Trustee Steigert, Chairperson, Trustee Glogowski called the Committee of the Whole meeting to order at 8:24 p.m.

Present: Trustees John Spella (R), Janis Jasper, Jerry Glogowski, Laura Brehmer(R), and Acting President Debby Sosine. A quorum was established

Absent: Trustee Steigert

Staff Members Present: Village Manager, Tim Schloneger; Assistant Village Manager, Michael Kumbera; Public Works Director, Bob Mitchard; Community Development Director, Russ Farnum; Police Chief, John Bucci; Chief Innovation Officer, Kevin Crook; Susan Skillman, Comptroller; Deputy Village Clerk, Michelle Weber; and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment

None

AGENDA ITEM 3: Community Development

Mr. Farnum

A. Consider a Seasonal Special Event Permit for the Lions Club Christmas Tree Sale. The setup would begin on November 21, with sale dates from November 27th through December 23, and cleanup thereafter

The Algonquin Lions Club has petitioned for their annual Seasonal Event Permit to hold Christmas Tree Sales at the Algonquin State Bank lot at the corner of Huntington and Randall Road. The setup would begin on November 21, with sale dates from November 27th through December 23, and cleanup thereafter.

The Lions Club is requesting that the fee be waived, as they are a not-for-profit organization. The fee is \$50 per day and, if charged, would be over \$1,500. The Village Board has traditionally granted their fee waiver request.

In addition, the past couple of years they have added fires in “burn barrels” for the warmth of their volunteers and the ambience of the holiday season. Staff has closely monitored this with the input from the Fire Department. Staff recommends approval of the fires subject to the following conditions:

1. Burn only natural dry seasoned wood, no tree scraps or greenery;
2. Keep fires and barrels at least six feet away from all combustibles;
3. At least one fire extinguisher must be present at all times;
4. All fires are subject to the approval of the Fire Chief and are allowed only in compliance with Chapter 43.08 of the Algonquin Municipal Code, except for Paragraph A2 (which restricts fires to residential districts);
5. The Village or the Fire Department may order the fires extinguished if the fires become unsafe or if there are complaints about smoke or odors
6. Face masks shall be worn by customers and volunteers at all times when social distancing is not possible, and other safe practices necessary for compliance with the appropriate phase of Recover Illinois shall be followed at all times.

It was also noted that Bob Commons from the Lion’s Club was in the audience for questions.

Staff recommends moving this to the Board for approval.

There being no questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Brehmer

Abstain: Glogowski

Absent: Steigert

B. Consider an Amendment to Chapter 23, Building Codes and Appendix B, Penalty, Salary, Bonds, and Fees
Acting President Sosine requested this topic be tabled until the November 10 Committee of the Whole meeting.
Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer.
Absent: Steigert

C. Consider the Riverview Townhomes Proposal

Chris Carpenter has petitioned to rezone the property at the northeast corner of Algonquin Road and River Road from “B-1” Business to “O-T” Old Town District, with an accompanying PUD approval for 4 townhomes.

The property is undeveloped and consists of a sloping hillside with several mid-sized maple trees, consisting otherwise mostly of lawn. Properties to the east and north include single family detached homes. To the west is River Road, a vacant lot, and a single family home, an extended stay hotel, and some properties currently used as boat slip rentals along the Fox River. To the south lies Algonquin Road, and on the other side of the road, Tavern on the Bridge and Algonquin Heating and Air Conditioning.

The petition is requesting zoning to “O-T” Old Town District, in accordance with Chapter 21.06 of the Village zoning ordinance, and approval of an accompanying Plan for the development of 4 townhome units. The units would be three stories in height, with a garage on the ground level and 2 levels of living area above. Sample elevations and floor plan options are included with the backup materials.

The units would face River Road with very nice views of the Fox River, and each unit will have a balcony looking out over the river. The units are placed near the east lot line and tucked into the hillside, which provides space on the site for access via River Road to a small parking area (four additional parking stalls). Each unit has a one-car driveway and a one-car garage, minimum, and possible 2-car drive and 2-car garage. A retaining wall would be placed along the north side of the lot in order to make the grades work for the project with the neighboring property.

The units would be rental units, but with separate utility services, they could be subdivided and sold as separate units in the future. Due to the common parking and other facilities, a condominium declaration or covenants would have to be recorded prior to any sale of the units.

The Comprehensive Plan and the East Side Neighborhood Redevelopment Plan both support commercial uses on this property, primarily due to the property’s location adjacent to Algonquin Road. The East Side Plan supports a mixed-use building with 5,000 square feet of retail space and 12 upstairs units, with 36 parking stalls.

This proposal, therefore, does not comply with those recommendations. However, it is considerably less dense than the East Side Plan recommends, but the proposed residential use is more compatible with the nearby single family residential uses than a commercial use of the property. And Staff believes this is a better project than the East Side Plan recommendation because of the layout and the ability to tuck the units into the hillside, minimizing the impact on grading and the use of retaining walls to develop the site.

The Planning and Zoning Commission held a public hearing on this request at their regular meeting of October 12, 2020. No members of the public spoke at the public hearing. The Commission voted unanimously to recommend approval of the proposed rezoning to O-T Old Town, and the accompanying PUD for Riverview Townhomes, subject to the following conditions:

- A. A stormwater retention plan, lighting plan, landscaping plan, and final building elevations shall be provided for Village Board review and approval prior to final Board approval of the request;
- B. The final engineering shall be revised to comply with Algonquin/Lake in the Hills Fire Protection District, Public Works Department and Village Engineer comments;
- C. The final building elevations shall be submitted to the Historic Commission for review and approval prior to any permits being issued for the development of the site;
- D. Any satellite dishes or other appurtenances shall be restricted to the east or north walls, and shall not be visible from Algonquin Road or River Road;
- E. Leases shall be of a minimum term of 12 months and the owner shall include the HUD Crime Free Lease Addendum;
- F. Prior to any sale of individual units on the property, either a condominium declaration or covenants shall be prepared to regulate maintenance and use of common areas, and same shall be submitted to the Village for review and approval;

Committee members should note that Public Works and Village Engineer comments were not received prior to the meeting but have since been incorporated into the conditions, above.

It is recommended move this forward for Board approval once the stormwater retention plan, lighting plan, landscaping plan, and final building elevations are provided.

Mr. Carpenter shared his vision of the development and why he feels this land adjacent to the Fox River would be perfect place for homes.

During discussion, all members of the Committee agreed that rezoning the property would be better than the current zoning and plan. However, concerns were raised by the Committee about traffic, parking not only for construction but when built and occupied, density, the grade of the property, stormwater run-off and other items. Questions were raised about the approval of the Historic Commission, is the property in the TIF District, and why in the plans is there a 27' buffer?

Mr. Farnum explained the Historic Commission would be part of the zoning approval but would not have say on the aesthetics of the building. And yes, the property is in the TIF District. The 27' is owned by IDOT, which could potentially be a turn lane at some time in the future.

Ms. Jasper requested that whenever a development is considered she would like to see how this will affect what is under the ground (i.e. aquifers, wetlands, etc.).

It was motioned by Acting President Sosine that the developer with staff and come back to the Committee of the Whole with a revised PUD showing less density, staff and fire department recommendations. And, the Committee is in support of the rezoning from B-1 (Business) to O-T (Old Town District).

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer.

Absent: Steigert

AGENDA ITEM 4: General Administration

None

AGENDA ITEM 5: Public Works & Safety

Mr. Mitchard

A. Consider an Agreement with B&B Holiday Decorating of Des Plaines for the Holiday Lighting in Old Town

Staff has solicited proposals for this year's holiday decorations provision and installation project. The costs reflect the same work we did last year, and adding the section of Main St. north of the bridge (which was not yet complete last year). We received three proposals (attached). One of the proposers is the team that did the work last year, Artistic Holiday Designs. I do not have experience with the other contractors, although B&B does have some decent references and McFarlane-Douglass is a fairly well known company.

The figures proposed are as follows:

- Artistic Holiday Designs \$30,441.45
- B&B Holiday Decorating: \$29,907.00
- McFarlane-Douglass Co.: \$37,375.00
- The budgeted amount was \$27,000

These costs include provision, installation, maintenance, and take down of all lights and decorations. The only item provide by the Village will be the holiday tree in the plaza next to the Historic Village Hall. In addition, it is likely that we could realize some cost savings if we negotiate a 3-5 year contract. Please let me know if we wish to pursue this once we approve the proposal.

It was also noted that references were checked and B&B had very good reviews.

It was asked, why the increase in price? Mr. Mitchard explained, labor costs and we enhanced our requirements of the decorations to avoid a repeat of last year.

There being no additional questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer

Absent: Steigert

B. Consider an Agreement with EEI for the Risk and Resilience Assessment

The American Water Infrastructure Act of 2018 requires all public water systems to produce a Risk and Resilience Assessment (RRA). The Act gives utilities flexibility in choosing the specific approach and level-of-detail used to meet the requirements. AWWA recommends using the ANSI/AWWA J100 Standard Risk Analysis and Management for Critical Asset Protection (RAMCAP). The money provided here will allow the Village's Water Division to team with EEI as a consultant to utilize the RAMCAP standard to perform the RRA for our utility and facilities. The act also requires the Village to update our Emergency Response Plans based on the results of the RRA. The Act requires all systems to certify completion of the Emergency Response Plan within 6 months of certifying the RRA.

Currently, in the Capital Improvement Budgets within the Water and Sewer Improvement Fund, we have \$50,000.00 budgeted in Engineering Services for this study. Staff recommend that the necessary actions be taken to contract EEI in the amount of \$49,054.00 for our Risk and Resilience Assessment.

Ms. Brehmer asked about the timing of the work and would all the requirements be done on time?

Mr. Mitchard assured that all requirements will be met to meet the State requirements.

There being no additional questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer

Absent: Steigert

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

None

AGENDA ITEM 9: Adjournment

There being no further business, Chairperson Steigert adjourned the meeting at 9:02 p.m.

Submitted: Michelle Weber, Deputy Village Clerk



2020 - R -
VILLAGE OF ALGONQUIN
RESOLUTION

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ALGONQUIN, KANE AND MCHENRY COUNTIES ILLINOIS: that the Village President is authorized to execute an Agreement between the Village of Algonquin and B&B Holiday Decorating of Des Plaines for the Holiday Lighting in Old Town in the amount of \$29,907.00, attached hereto and hereby made part hereof.

DATED this ____ day of _____, 2020

APPROVED:

(seal)

Debby Sosine, Acting Village President

ATTEST:

Michelle Weber, Deputy Village Clerk

VILLAGE OF ALGONQUIN PURCHASE AGREEMENT - VENDOR (Services)

Effective Date: 10-22, 20 _____ Purchase Order No. _____

Project: Holiday Light Program 2020		Location: Historic District	
Originating Department:		Public Works	
Owner	Consultant/Vendor	Developer	
Village of Algonquin Address: 110 Meyer Dr. Algonquin, IL. 60102 Phone: 847-658-2754 Fax: Contact: steveludwig@algonquin.org	Name: B&B Holiday Decorating, LLC Address: 160 Touhy Ct. DesPlaines, IL. 60018 Phone: 847-825-1657 Fax: Contact: Patrick Fitzgibbons	(where applicable)	
		Phone: Fax: Contact:	

COST OF WORK

The Contract Price of the Work under this Purchase Agreement is: \$ 29,907 _____

SCOPE OF WORK:

Furnish the Work/items described below in accordance with the following plans and specifications:

- ☐ General Contract, dated _____, 20__ ☐ Specification No(s): _____, dated _____, 20__
- ☐ Plans dated : _____ ☐ Addendum No(s): _____
- ☐ Other: Per attached quote and specifications

The Scope of the Work and prices under this Purchase Agreement are for the duration of project:

QUANTITY	UNIT OF MEASURE	DESCRIPTION/ITEMS	CONTRACT SUM	EXTENSION
1	Proposal	Provision, installation, maintenance, and take down of holiday decorations per proposal	\$ 29,907 NOT TO EXCEED	\$ 29,907
			TOTAL	\$ 29,907

NOTES:

- The SCOPE OF WORK shall not be changed without written agreement between the Consultant/Vendor and the Owner. Payment is based upon the attached Schedule of values and reimbursables.
- No work beyond the SCOPE OF WORK shall be undertaken until written authorization is received from the Owner. Consultant/Vendor shall notify the Owner when the value of the Services performed equals eighty percent (80%) of the Contract Sum, at which point the Owner, Developer and Consultant/Vendor shall determine the time remaining on the Project for which Consultant/Vendor Services are or may be required, and the sufficiency of the Developer escrow account regarding payment for such Services.

WARRANTIES and INDEMNIFICATION

Consultant/Vendor agrees to employ the skill and efforts of a professional engineer in this area. CONSULTANT/VENDOR SHALL FULLY INDEMNIFY AND SAVE THE OWNER HARMLESS FROM ALL CLAIMS, LIENS, FEES, AND CHARGES, AND THE PAYMENT OF ANY OBLIGATIONS ARISING THEREUNDER, pursuant to the provisions in the Supplemental Conditions attached hereto.

THE TERMS OF THIS PURCHASE AGREEMENT AND THE ATTACHED SUPPLEMENTAL CONDITIONS ARE THE ENTIRE AGREEMENT BETWEEN THE OWNER AND CONSULTANT/VENDOR. No payment will be issued unless a copy of this Purchase Agreement is signed, and dated and returned to the Owner. Material certifications/test reports required.

ACCEPTANCE OF PURCHASE AGREEMENT

The parties, for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of all terms and provisions herein contained. IN WITNESS WHEREOF, the parties hereto have executed this Purchase Agreement the day and year written below.

CONSULTANT/VENDOR:

By: _____
Representative of Vendor authorized to execute Purchase Agreement

OWNER:

Village of Algonquin
 By: _____
 Title: Acting Village President, Debby Sosine
 Dated: November 3, 2020

SUPPLEMENTAL CONDITIONS

- 1. Acceptance of Purchase Agreement:** The Purchase Agreement is an offer to contract, buy or rent and not an acceptance of an offer to contract, sell or rent. Acceptance of this Purchase Agreement is expressly limited to the terms hereof, and in the event that Consultant/Vendor's acknowledgment or other response hereto states terms additional to or different from those set forth herein, this Purchase Agreement shall be deemed a notice of objection to such additional or different terms and rejection thereof. This Purchase Agreement may be accepted by the commencement of any Work hereunder, and in any event, shall be deemed accepted in its entirety by Consultant/Vendor unless the Owner is notified to the contrary within ten (10) days from its date of issue.
- 2. Amendment, Modification or Substitution:** This Purchase Agreement contains the entire agreement between the parties. Any modification or rescission thereof must be in writing and signed by the Owner. No proposals or prior dealings of the parties or trade custom not embodied herein shall alter the interpretation or enforcement of this Purchase Agreement.
- 3. Familiarity With Plans; Qualifications:** Consultant/Vendor acknowledges that it (a) has examined the site of the proposed Work and is familiar with the conditions surrounding same; and (b) has examined the plans and drawings, and has studied and is aware of, and satisfied with, the requirements of the Contract Documents as they relate to Consultant/Vendor's Services under this Purchase Agreement. Consultant/Vendor represents to the Owner that it is fully experienced and properly qualified as an expert to perform the class of work provided for herein, and that it is properly equipped, organized and financed to handle such work. Consultant/Vendor shall finance its own operations hereunder, shall operate as an independent contractor and not as the agent of the Owner, and shall hold the Owner free and harmless from all liability, costs and charges by reason of any act or representations of Consultant/Vendor, its agents or employees.
- 4. Safety:** Insofar as jobsite safety is concerned, the Consultant/Vendor is responsible solely for its own and its employees' activities on the jobsite, but this shall not be construed to relieve the Owner or any construction contractors from their responsibilities for maintaining a safe jobsite. Neither the professional activities of the Consultant/Vendor, nor the presence of the Consultant/Vendor or its employees and subcontractors, shall be construed to imply the Consultant/Vendor has any responsibility for the methods of work performance, superintendence, sequencing of construction, or safety in, on or about the jobsite by others.
- 5. Extra's and Change Orders:** No claim by Consultant/Vendor that any instructions, by drawing or otherwise, constitute a change in Consultant/Vendor's performance hereunder, for which Consultant/Vendor should be paid additional compensation shall be valid, unless prior to commencing such allegedly extra or changed performance, Consultant/Vendor shall have received a written supplement to this Purchase Agreement authorizing such performance signed on behalf of the Owner by a person have actual authority to do so.
- 6. Inspection and Acceptance:** The Owner shall have the right at all reasonable times to inspect all Work performed or furnished by Consultant/Vendor. Notwithstanding any prior inspection or payment, all Work is subject to final acceptance by the Owner.
- 7. Taxes:** This project is tax exempt. The Owner's tax-exempt number is **E 9995 0855 05**.
- 8. Payment:** The Owner will make partial payments to the Consultant/Vendor from time to time for Services performed by the Consultant/Vendor. Provided, however, in no event shall the Owner be obligated to pay Consultant/Vendor any sum that exceeds the Contract Price absent a written change order executed by the Owner. Consultant/Vendor shall invoice Owner monthly on a time and materials basis in the amount(s) and at the rate(s) set forth in the attached Schedule. Each invoice shall detail the dates worked, Services performed, and, where applicable, reimbursable expenses reasonably and directly incurred for such Services. Consultant/Vendor shall only be reimbursed for expenses shown on the attached Schedule. Reimbursement shall be at the amount shown on the attached Schedule, or if no amount is shown, at cost. Consultant/Vendor shall invoice Owner for all Reimbursable Expenses, where applicable, due and owing together with an itemization of such (including receipts). Invoices in compliance with this Purchase Agreement shall be paid by the Owner to Consultant/Vendor within 60 days after Owner's receipt of the invoice. The amount(s) and rate(s) set forth on the attached Schedule include all anticipated costs of providing the Services. No additional costs of any kind may be incurred without the prior written consent of Owner.
- 9. Consultant/Vendor Warranty:** Consultant/Vendor warrants to perform the Services to the best of its ability and in a diligent and conscientious manner and to devote appropriate time, energies and skill to those duties called for hereunder during the term of this Purchase Agreement and in connection with the performance of such duties. All Services performed by Consultant/Vendor pursuant to this Purchase Agreement shall be performed in accordance with all applicable federal, state and local laws, rules and regulations, and shall conform to the *Village's 2006 Contractual Inspection Services Guide* and any specifications and drawings applicable to this Purchase Agreement.

10. Insurance:

10.1 Consultant/Vendor shall at all times maintain business automobile, commercial liability and workers compensation insurance covering its work and all obligations under this Purchase Order, and shall name the Owner as an additional insured on its commercial liability insurance policies for Consultant/Vendor operations under this Purchase Agreement. Liability insurance limits shall be in an such amounts and include such coverages as set forth in the VILLAGE OF ALGONQUIN PURCHASE ORDER INSURANCE REQUIREMENTS attached to this Agreement. Consultant/Vendor shall furnish the Owner with a certificate of insurance and such other documentation (including a copy of all or part of the policy) at the time of execution of this Agreement and thereafter on an annual basis on the anniversary date of this Agreement or at any other time as the Owner deems necessary to establish compliance with this provision.

10.2 Consultant/Vendor shall furnish and pay for surety bonds and with surety or sureties satisfactory to Owner, guaranteeing the full performance of all of the conditions and terms hereof and guaranteeing that Consultant/Vendor shall promptly pay for all labor, materials, supplies, tools, equipment and other charges or costs of Consultant/Vendor in connection with the Work. Such performance and payment bond shall be in an amount determined by Owner.

10.3 Breach of this paragraph is a material breach subject to immediate termination.

11. Indemnity: Consultant/Vendor hereby agrees to indemnify, and hold the Owner directors, officers, employees, agents, successors and assigns (the "Indemnitees") harmless from any and all claims, demands, liability, loss, damage, fines, penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of Consultant/Vendor, its agents, employees, subcontractors, successors and assigns. In any and all claims against the Owner or any of its agents or employees, by any employee of Consultant/Vendor, the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for Consultant/Vendor under workers compensation acts, disability benefits acts or employee benefit acts, or other applicable law. Consultant/Vendor assumes the entire liability for its own negligence, and as part of this Purchase Agreement waives all defenses available to Consultant/Vendor as an employer which limit the amount of Consultant/Vendor's liability to the Owner to the amount of Consultant/Vendor's liability under any workers compensation, disability benefits or employee benefit acts.

12. Term and Termination: The term of this Purchase Agreement shall commence as of the Effective Date and shall continue until the Project is completed or the Purchase Agreement is terminated by either party, or the value of the service provided by Consultant/Vendor has reached 100% of the Contract Sum. Notwithstanding the foregoing, either party may terminate this Purchase Agreement with or without cause at any time by providing written notice within a reasonable period of time prior to termination. In the event of a termination, Consultant/Vendor shall be paid for all services performed through the date of termination, based on the percentage of services completed. In no event shall the Consultant/Vendor be entitled to any additional compensation or damages in connection with a termination hereunder.

13. Remedies: Consultant/Vendor shall, for the duration of this Purchase Agreement, at the discretion of the Owner and at the expense of Consultant/Vendor, undertake or re-do any and all faulty or imperfect Services furnished or performed by Consultant/Vendor thereunder. In the event Consultant/Vendor fails to perform under this Purchase Agreement, it will be in default and the Owner may furnish or perform the same and recover from Consultant/Vendor the cost and expense directly or indirectly resulting there from, including all consequential damages but not limited to the cost or expense of providing such services, inspections, testings and reasonable attorneys fees as a result of a default. The foregoing remedies shall be available in addition to all other remedies available to the Owner.

14. Compliance With Laws: During the performance hereunder, Consultant/Vendor agrees to give all notices and comply with all Laws and Regulations of the United States and/or the State of Illinois applicable to the performance of the Work, including but not limited to those Laws and Regulations regarding the payment of prevailing wages, non-discrimination laws, employment of Illinois workers, labor, wage and collective bargaining. Except where otherwise expressly required by applicable Laws and Regulations, the Owner shall not be responsible for monitoring Consultant/Vendor's compliance with any Laws or Regulations.

15. Notices: All notices, demands, requests or other communications which may be or are required to be given, served, or sent by any party to any other party pursuant to this Purchase Agreement shall be in writing and shall be hand delivered, or sent by courier, or via facsimile with confirmation to the addresses shown on the Purchase Agreement.

16. Records, Reports and Information: Consultant/Vendor agrees to furnish Owner with reports and information regarding the Services performed under this Purchase Agreement, at such times as Owner may reasonably request, making full disclosure of efforts made by Consultant/Vendor and the results thereof. Consultant/Vendor agrees to maintain records, documents, and other evidence which will accurately show the time spent and Services performed under this Purchase Agreement for a minimum period of five (5) years after completion of the Services, and such records shall be subject to audit by Owner upon reasonable advance notice to Consultant/Vendor on a mutually agreed date and time.

17. Assignment: Neither party shall assign this Purchase Agreement without written consent of the other, which consent shall not be unreasonably withheld, except that Owner may unilaterally assign its rights under this Purchase Agreement upon reasonable notice to Consultant/Vendor to the Developer/Owner (if any) identified in this Purchase Agreement.

18. Limitation Of Liability: In no event shall the Owner be liable for special, incidental or consequential damages (including without limitation loss of use, time or data, inconvenience, commercial loss, lost profits or savings) to the full extent such may be disclaimed by law.

19. Waiver: Either party's failure to insist in any one or more instances, upon the strict performance of any provision hereof or to exercise any right hereunder shall not be deemed to be a waiver or relinquishment of the future performance of any such provision or the future exercise of such right, but the obligation of Consultant/Vendor and Owner with respect to such future performance shall continue in full force and effect.

20. Controlling Law, Severability: The validity of this Purchase Agreement or any of its provisions and the sufficiency of any performance thereunder shall be determined under the laws of Illinois. Venue shall be in McHenry County, Illinois. The Owner is entitled recover its reasonable attorneys fees incurred in enforcing the terms of this Purchase Agreement. If any provision or requirement of this Purchase Agreement is declared or found to be unenforceable that balance of this Purchase Agreement shall be interpreted and enforced as if the unenforceable provision or requirement was never a part hereof.

CONSULTANT/VENDOR:

Date

VILLAGE OF ALGONQUIN
PURCHASE ORDER INSURANCE REQUIREMENTS

A. At all times while providing, performing, or completing the Work, Contractor (Contractor/Vendor and Vendor/Consultant) shall maintain the following minimum insurance coverage in the form, and from companies, acceptable to Owner.

1. **Commercial General Liability Insurance**

Limits: Each Occurrence and in the Aggregate \$1,000,000

Such insurance shall include completed operations, contractual liability and personal/advertising injury coverage. The policy will name the Village of Algonquin as an additional insured on a primary non-contributory basis.

2. **Commercial Automobile Liability Insurance**

Limits: Each Occurrence \$1,000,000

3. **Workers Compensation/Employers Liability Insurance**

Limits: Coverage A Statutory
Limits: Coverage B \$1,000,000

The policy will contain a waiver of subrogation clause in favor of the Village of Algonquin.

4. **Umbrella Excess Liability Coverage** *Required if an "x"*

Limits: Each Occurrence and in the aggregate \$2,000,000

The policy will name the Village of Algonquin as an additional insured on a primary non-contributory basis.

5. **Professional Liability Coverage** *(required if professional services are being provided)*

Limits: Each Occurrence \$1,000,000

The Contractor shall provide the Village with a copy of the professional liability insurance policy and any endorsements.

B. All insurance required of the Contractor shall state that it is primary insurance as to additional insureds with respect to all claims arising out of the operations by or on their behalf. If additional insureds have other applicable insurance coverages, those coverages shall be regarded as on an excess or contingent basis.

C. All required coverage shall be placed with an insurance company licensed to conduct business in the State of Illinois and be rated at least A VI by A.M. Best Company.

D. Prior to commencing work under this Agreement, the Contractor shall furnish the Village with a copy of all certificates showing the minimum coverage in insurance companies acceptable to the Village. All Certificates of Insurance required to be obtained by the Contractor shall provide coverages under the policies named shall not be canceled, modified, reduced or allowed to expire without at least thirty (30) days prior written notice given to the Village. All certificates evidencing coverage extended beyond the date of final payment shall be provided at the time of the final pay request. All Certificates of Insurance shall name the Village as additional insured as provided in these Requirements.

E. The Contractor agrees that the obligation to provide insurance as required is solely the Contractor's responsibility and cannot be waived by any act or omission of the Village, including, but not limited to:

1. allowing work by Contractor or any subcontractor of any tier to start before receipt of Certificates of Insurance; or
2. failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance received.

F. The purchase of insurance by the Contractor under this Agreement shall not be deemed to limit the liability of the Contractor in any way, for damages suffered by the Village in excess of policy limits or not covered by the policies purchased.

G. Such insurance coverages and limits are minimums, and shall not be construed in any way as a limitation on the duty of the Contractor to carry adequate insurance or on Contractor's liability for losses or damages under this Contract.

H. The Contractor shall notify the Village, in writing of any possible or potential claim for personal injury or property damage arising out of the work of this Agreement promptly whenever the occurrence giving rise to such a potential claim becomes known to the contractor.

I. The Contractor shall require every subcontractor of any tier, if any, not protected under the Contractor's policies, to maintain insurance of the same nature in amounts, and under the same terms, as required of the Contractor.

This is **SCHEDULE A**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin**
Purchase Agreement (Vendor/Services)
No. _____ effective _____, 20_____

Scope of Work/Services – Vendor/Services

VOA: _____

_____ : _____

B&B Holiday Decorations - Algonquin, IL. Holiday Decorations Pricing

Location	Item	Quantity	1 Year Lease Price
Historic Village Hall Festival Plaza	C9	275	\$962.00
	Supplied 20ft tree		
	Mini lights	35	\$490.00
	Silver/Red ornaments decor package	1	\$540.00
	Install customers additional tree decor with ornaments	1	Included
	Illuminated Wreath - 5ft	2	\$530.00
	36 inch Grapevine Spheres - Illuminated	8	\$2,520.00
	24 inch Grapevine Spheres - Illuminated	4	\$700.00
	Downtown Arch Spritzers	12	\$920.00
	Estate Garland: Red/silver	6	\$660.00
Downtown Poles	Estate Garland: red/silver	10	\$1,100.00
	Illuminated Wreath - 5ft	11	\$2,915.00
Downtown Trees	Mini lights, color TBD	500	\$7,000.00
Downtown Beds	36 inch Grapevine Spheres, color TBD	26	\$8,190.00
	24 inch Grapevine Spheres, color TBD	12	\$1,980.00
Historic Village Hall Lot	Estate Garland: red/silver	10	\$1,400.00

Total **\$29,907.00**

Includes logistics, installation, Response time - within 24 hours, take down, and storage.

This is **SCHEDULE B**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin**
Purchase Agreement (Vendor/Services)
No. _____ effective _____, 20_____

Contract Price – Vendor/Services - See Schedule A

VOA: _____

_____ : _____

Schedule C

Insurance Requirements – Vendor/Services

Required Insurance:

Limits of liability for the insurance required under the Agreement are as follows or as otherwise agreed to in writing by the Owner and the Vendor:

1. **Workers Compensation.** Vendor shall provide workers compensation insurance for all its employees providing services under this Agreement in accordance with applicable law.
2. **Commercial General Liability.** Vendor shall provide commercial general liability insurance to cover the liabilities of Vendor, its Affiliates, independent contractors, and subcontractors, arising out of the Vendor's performance of this Agreement with limits of one million dollars (\$1,000,000) for each claim, one million dollars (\$1,000,000) products aggregate and two million dollars (\$2,000,000) general aggregate which may be provided through umbrella coverage. This insurance, including insurance provided under the commercial umbrella, if any, shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to, or maintained by, Owner
 - a. Vendor shall provide evidence of said insurance, in the form of an insurance certificate, within thirty (30) days from the date hereof.
 - b. Additional Insured. Such insurance shall name Owner as an additional insured and such coverage shall be primary and non-contributing with respect to the Owner's coverage.
 - c. Waiver of Subrogation. Vendor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant this Agreement.
 - d. Continuing CGL Coverage. Vendor shall maintain commercial general liability insurance for at least 3 years following the earlier termination or the completion of this Agreement or the completion of the Work under this Agreement and all authorized extensions thereof.
3. **Business Automobile Insurance.** Vendor shall provide business auto liability insurance to cover the liabilities of Vendor, its Affiliates, independent contractors, and subcontractors, arising out of Vendor's performance of this Agreement with limits of one million dollars (\$1,000,000) for each claim, one million dollars (\$1,000,000) products aggregate and two million dollars (\$2,000,000) general aggregate which may be provided through umbrella coverage. Such insurance shall cover liability arising out of any auto (including owned, hired and non-owned autos). Vendor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Vendor this Agreement or under any applicable auto physical damage coverage.

VOA: _____

_____ : _____

Evidence of Insurance.

1. Vendor shall furnish Owner with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, stating compliance with the insurance requirements set forth above.
2. Failure of Owner to demand such certificate or other evidence of compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence that is provided shall not be construed as a waiver of Vendor's obligation to maintain such insurance.
3. Owner shall have the right, but not the obligation, to prohibit Vendor or any of its independent contractors or subcontractors from entering the Project site or performing work required under this Agreement until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Owner.
4. Failure to maintain the insurance required in this Schedule shall constitute an event of default under this Agreement and shall allow Owner to immediately terminate this Agreement at Owner's option.
5. If Vendor fails to maintain the insurance as set forth herein, Owner shall have the right, but not the obligation, to purchase said insurance at Vendor's expense.
6. With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Owner when requested.
7. Vendor shall provide Owner with 30 days written notice prior to the cancellation or material change of any insurance required under this Agreement.
8. Vendor shall provide certified copies of all insurance policies required above within 10 days of Owner's written request for said copies.

General Insurance Provisions

1. No Representation of Coverage Adequacy. By requiring the insurance as set out in this Schedule, Owner does not represent that coverage and limits will necessarily be adequate to protect Vendor, and such coverage and limits shall not be deemed as a limitation on Vendor's liability under the indemnities provided to Owner in this Agreement, or any other provision of the Contract Documents.
2. Cross-Liability Coverage. If Vendor's liability policies do not contain the standard separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.
3. The insurance requirements set out in this Schedule are independent from other obligations of Vendor under this Agreement and apply whether or not required by any other provision of this Agreement.
4. Independent Contractor/Subcontractor's Insurance. Vendor shall cause each independent contractor and subcontractor employed by Vendor to purchase and maintain insurance of the type specified in this Schedule. When requested by Owner, Vendor shall furnish to Owner copies of certificates of insurance evidencing coverage for each independent contractor or subcontractor.

VOA: _____

_____ : _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/20/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BILL R SCHUTZ (03095) 51 W SEEGER RD STE 1 ARLINGTON HGTS, IL 60005-0000	CONTACT NAME: BILL R SCHUTZ PHONE (A/C, No, Ext): 847-690-1980 E-MAIL ADDRESS: BILL.SCHUTZ@COUNTRYFINANCIAL.COM	FAX (A/C, No): 847-690-1983	
	INSURER(S) AFFORDING COVERAGE INSURER A: COUNTRY Mutual Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 20990
INSURED 4354101 B & B HOLIDAY DECORATING LLC 160 TOUHY CT DES PLAINES, IL 60018			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>		AB9237461	3/7/2020	3/7/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$				
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	<input checked="" type="checkbox"/>		AB9237461	3/7/2020	3/7/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$				
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	<input checked="" type="checkbox"/>		AU9261082	3/7/2020	3/7/2021	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$				
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <table style="float: right;"> <tr> <td>Y/N</td> <td></td> </tr> <tr> <td>Y</td> <td>N/A</td> </tr> </table>	Y/N		Y	N/A			AW9237465	3/7/2020	3/7/2021	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
Y/N											
Y	N/A										

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

JOB NAME:
 FOR ALL WORK PERFORMED BY THE ABOVE NAMED INSURED.
 (CONTINUED)

CERTIFICATE HOLDER

VILLAGE OF ALGONQUIN
 110 MEYER DRIVE
 ALGONQUIN, IL 60102

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED B & B HOLIDAY DECORATING LLC 160 TOUHY CT DES PLAINES, IL 60018	
POLICY NUMBER AB9237461		EFFECTIVE DATE: 10/20/2020	
CARRIER COUNTRY Mutual Insurance Company	NAIC CODE 20990		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

ADDITIONAL INSURED(S):
 VILLAGE OF ALGONQUIN

WORKERS COMPENSATION EXCLUSIONS:
 PROPRIETOR, PARTNER(S), EXECUTIVE OFFICER(S), MEMBERS(S) IS/ARE EXCLUDED ON WORKERS COMPENSATION BY ENDORSEMENT.

This is **SCHEDULE D**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin**
Purchase Agreement (Vendor/Services)
No. _____ effective _____, 20_____

Supplemental Terms and Conditions - No Supplemental Terms and Conditions

VOA: _____

_____ :



2020 - R -
VILLAGE OF ALGONQUIN
RESOLUTION

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ALGONQUIN, KANE AND MCHENRY COUNTIES ILLINOIS: that the Village President is authorized to execute an Agreement between the Village of Algonquin and EEI for the Risk and Resilience Assessment in the amount of \$49,054.00, attached hereto and hereby made part hereof.

DATED this ____ day of _____, 2020

APPROVED:

(seal)

Debby Sosine, Acting Village President

ATTEST:

Michelle Weber, Deputy Village Clerk

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
Risk and Resilience Assessment and Emergency Response Planning – Water Utility**

This Agreement, made this 3rd day of November, 2020 by and between the Village of Algonquin, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "VILLAGE") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the VILLAGE and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the VILLAGE the Services defined within Attachment A.
2. Direction: The Utilities Superintendent, or his written designee, shall act as the VILLAGE'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The work items, estimated staff time, and projected fees for each work item are summarized within Attachment B. Based on this computation, the VILLAGE agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$49,000.
4. Term: The term of this Agreement shall be active through December 31, 2021 unless otherwise extended through written confirmation by both parties. The ENGINEER shall schedule the project initiation meeting/site visit to commence within two (2) weeks following receipt of a fully executed agreement. A general project schedule for the Project is included as Attachment C.
5. Payment: Engineer shall invoice the VILLAGE on a monthly basis for Services performed and any costs and expenses incurred during the previous thirty (30) day period. The VILLAGE shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
6. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
7. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the VILLAGE for the Services provided herein shall be used solely for the intended project.
8. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The VILLAGE:

Public Works Director
VILLAGE of Algonquin
110 Meyer Drive
Algonquin, IL 60102

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554


9. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
10. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the VILLAGE and signed by the ENGINEER.
11. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

VILLAGE OF ALGONQUIN

ENGINEERING ENTERPRISES, INC.:

Debby Sosine
Acting Village President




Julie Morrison, P.E.
Senior Project Manager/Principal

ATTEST:

ATTEST:

Michelle Weber
Deputy Village Clerk



Tim Holdeman
Senior Project Manager

ATTACHMENT A
SCOPE OF SERVICES
RISK AND RESILIENCE ASSESSMENT AND EMERGENCY RESPONSE PLANNING –
WATER UTILITY
Village of Algonquin, IL

BACKGROUND

The American Water Infrastructure Act (Public Law Number 115-270, passed 10/23/2018) requires all Community Water Supplies serving populations greater than 3,300 to conduct an assessment of the risks to, and resilience of, its water system. The Risk and Resilience Assessment (RRA) must include an assessment of:

- the risk to the system from malevolent acts and natural hazards;
- the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
- the monitoring practices of the system;
- the financial infrastructure of the system;
- the use, storage, or handling of various chemicals by the system; and
- the operation and maintenance of the system.

Based on the population served of approximately 31,000, the Village of Algonquin (Village) must submit to the US EPA Administrator a certification that the system has conducted a compliant RRA prior to June 30, 2021.

In addition, the Village must prepare an Emergency Response Plan (ERP) that incorporates the findings of the RRA and certify to the US EPA Administrator, not later than six (6) months after completion of the RRA, that the system has completed such a plan. The ERP must include:

- strategies and resources to improve resilience, including physical security and cybersecurity,
- plans and procedures for responding to a natural hazard or malevolent act that threatens safe drinking water,
- actions and equipment to lessen the impact of a malevolent act or natural hazard, including alternative water sources, relocating intakes and flood protection barriers; and
- strategies to detect malevolent acts or natural hazards that threaten the system.

Engineering Enterprises Inc. (EEI) will assist the Village in meeting the regulatory requirements of the American Water Infrastructure Act of 2018 for its Community Water System by conducting the following Scope of Services.

Note: The Scope of Service assumes the Village will utilize its Information Technology Department or other resources (e.g. SCADA design consultant) to perform all necessary tasks associated with the assessment of resilience of relevant computer systems, including the water SCADA system.

TASK A: PROJECT ADMINISTRATION AND FACILITATION

Task A-1: Project Administration

This task includes a Project Kick-off meeting and site visit, overall project planning, coordination with the Village, and project management.

Task A-2: Stakeholder Assistance and Workshops

Stakeholder Involvement is important to the development of the RRA and ERP. It is also required to fulfill the regulatory requirements of the American Water Infrastructure Act.

EEl will assist the Village in designating internal and external stakeholders that will participate in the development of the RRA and ERP. We anticipate the following stakeholder groupings:

- Program Champion – Engineering and Public Works staff member, responsible for overall project coordination.
- Steering Committee – Program Champion and other staff who will participate in key decisions regarding the Village's priorities and preferences throughout the project.
- Stakeholder Group – Representatives from organizations inside (e.g. Public Works Administration, Information Technology, Finance, Police, and Fire) and outside the Village (e.g. County Local Emergency Planning Committee) who will participate in Workshops and provide input based on the perspective of the organization they represent.

EEl will lead up to two (2) Stakeholder Group Workshops during the development of the RRA and ERP. It is anticipated that one (1) workshop will be conducted for the RRA and one (1) for the ERP.

Task A-3: Steering Committee Assistance and Progress Meetings

EEl will lead up to five (5) Steering Committee meetings during the development of the RRA and ERP. It is anticipated that three (3) meetings will be conducted for the RRA and two (2) for the ERP.

TASK B – RISK AND RESILIENCE PLAN

Task B-1: Asset Characterization

An Asset Characterization will be completed in accordance with the AWWA/ANSI J-100 Risk Analysis and Management for Critical Asset Protection (RAMCAP) Standard for Risk and Resilience Management of Water and Wastewater Systems. The purpose of Asset Characterization is to determine the water assets that, if compromised, could impair the Village's ability to complete its mission.

For Task B-1, EEl will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Identify critical functions of the Village water and systems and associated assets to determine which assets are critical to their mission.
- b) Develop a list of potentially critical assets.
- c) Identify the critical internal and external infrastructures that support the potentially critical assets.
- d) Prioritize the potentially critical assets using the estimated consequences.
- e) Identify critical assets by screening the prioritized list using criteria relevant to the decisions to be made.

Task B-2: Threat Characterization

A Threat Characterization will be completed in accordance with the AWWA/ANSI J-100 Risk Analysis and Management for Critical Asset Protection (RAMCAP) Standard for Risk and Resilience Management of Water and Wastewater Systems. The threats to be considered will include man-made hazards or accidents, natural hazards, and dependency hazards (interruptions of supply chains or proximity to dangerous sites). The specific threats in each category will include the Reference Threats defined by the RAMCAP methodology and modified by USEPA in Baseline Information on Malevolent Acts for Community Water Systems (see table). Other threats may be added at the utility’s discretion.

Malevolent Threats by Threat Category								
Aircraft	Assault Team	Maritime	Vehicle Borne Bomb	Contamination of Product	Directed / Sabotage	Theft or Diversion	Cyber Insider	Cyber Outsider
A1 - Helicopter	AT1 - 1 Assailant	M1 - Small Boat	V1 - Car	C(B) - Biotoxin	S(P) – Physical Insider	T(P) – Physical Insider	C11 - Insider	CO1 - Cyber Outsider Attackers
A2 - Small Plane	AT2 - 2-4 Assailants	M2 - Fast Boat	V2 - Van	C(C) - Chemical	S(P) – Physical Outsider	T(P) – Physical Outsider	C12 - Trusted Insider / Accidental	CO2 - Criminal Group
A3 - Regional Jet	AT3 - 5-8 Assailants	M3 - Barge	V3 - Midsize Truck	C(C) - Explosive	AS - Active Shooter	T(C) - Cyber Insider		CO3 - Terrorist
A4 - Large Jet	AT4 - 9-16 Assailants	M4 - Deep Draft Ship	V4 - Large Truck (18 Wheeler)	C(P) - Pathogen		T(CU) - Cyber Outsider		CO4 - Foreign Intelligence Service
				C(R) - Radionuclide				
Random (Natural Disaster) Reference Threats by Hazard Category							Dependency & Proximity Threats	
Earthquake	Floods	Hurricanes	Ice Storms	Tornadoes	Wildfires	Dependency	Proximity	
EQ1 - PGA 0.0 - 0.2	F1 - 100 Year Flood	H1 - Category 1	I0 - Minimal Damage	T0 - Fujita 0	W1 - FRG1	D(T) - Transportation	D(P) - Proximity	
EQ2 - PGA 0.2 - 0.4	F2 - 500 Year Flood	H2 - Category 2	I1 - Isolated Outages	T1 - Fujita 1	W2 - FRG2	D(C) - Key Customers		
EQ3 - PGA 0.4 - .08		H3 - Category 3	I2 - Scattered Outages	T2 - Fujita 2	W3 - FRG3	D(E) - Key Employees		
EQ4 - PGA 0.8 - 1.1		H4 - Category 4	I3 - Numerous Outages	T3 - Fujita 3	W4 - FRG4	D(S) - Key Suppliers		
EQ5 - PGA > 1.1		H5 - Category 5	I4 - Prolonged Outages	T4 - Fujita 4	W5 - FRG5	D(U) - Utilities		
				I5 - Widespread Outages	T5 - Fujita 5			

For Task B-2, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) EEI will describe the credible malevolent threats, natural hazards, and dependency hazards as necessary to convey the general threat level posed.
- b) EEI will develop and apply a ranking system to evaluate threat–asset pairs and make recommendations for bottom-cutting.
- c) EEI will identify which threats apply to which assets and rank the threat–asset pairs according to the judged magnitude of the resulting consequences.
- d) EEI will assist in selecting the critical threat–asset pairs to be included in the rest of the analysis process. In general, these threat–asset pairs are the objects of analysis throughout the rest of the process. It is anticipated that five (5) to ten (10) threat-asset pairs will be identified for further analysis.

Task B-3: Consequence Analysis

This task identifies the worst reasonable consequences that can be caused by the specific threat-asset pairs identified in Task B-2. The consequence analysis will consider:

- Number of fatalities
- Number of serious injuries,
- Financial loss to the owners of the facility
- Economic losses to the community

The consequence analysis may be based upon reasonable estimates. Consequences relate to degradation in public confidence, environmental quality, the ability of civilian or military agencies to function, etc. using a qualitative, descriptive analyses.

For Task B-3, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Apply worst-reasonable-case assumptions for each threat critical threat-asset pair and document the assumptions for each case.
- b) Estimate the consequences in terms of loss of life and serious injury, financial losses to the Water Utility, duration and severity of service denial for the affected customers, and economic losses to society and the public.
- c) Document the specific assumptions and procedures used for performing this consequence analysis, the worst-reasonable-case assumptions, and the results of the consequence analysis.
- d) Record the consequence values for use in determining Risk and Resilience values (Task B-6).

Task B-4: Vulnerability Analysis

This task analyzes the ability of each critical asset and its protective systems to withstand each specified threat. Vulnerability analysis for malevolent events estimates the likelihood that an adversary will be successful in executing a specific attack mode on an asset, given that the attack occurs. For natural hazards, dependency hazards, and proximity hazards, the vulnerability is the likelihood that, given the hazard occurs, the estimated consequences will ensue.

For Task B-4, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Review pertinent details of the facility construction, systems, and layout. Evaluate existing countermeasures, mitigation measures, and other impediments to threats. Evaluate information on interdependencies, personnel interactions, and identify vulnerabilities or weaknesses in the protection system.
- b) Analyze the vulnerability of each critical asset or system to estimate the likelihood that, given the occurrence of a threat, the consequences estimated will result.
- c) Document the method used for performing the vulnerability analysis, the worst-reasonable-case assumptions, and the results of the vulnerability analysis.
- d) Record the vulnerability estimates as point estimates. The likelihood of attack success will be expressed as a fraction representing the number of successes among attempts.

Task B-5: Threat Analysis

This task estimates the likelihood of malevolent event, dependency/proximity hazard, or natural hazard. There are three methods allowed by the J-100 RAMCAP process. EEI will use the most appropriate method given the specific threat being analyzed.

For Task B-5, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Malevolent Threats. Estimate the likelihood of a malevolent event is based on the adversary's objectives and capabilities and the attractiveness of the region, facility, and threat-asset pair relative to alternative targets.
- b) Natural Hazards. Estimate the probability of natural hazards by drawing on the historical record for the specific location of the asset. The frequencies for various levels of severity of natural hazards will be estimated using published records for earthquakes, tornadoes, and floods.
- c) Dependency and Proximity Hazards. Estimate the likelihood of dependency hazards based on local historical records for the frequency, severity, and duration of service denials.
- d) Record Estimates. Record the method used for making the estimates and the estimates themselves, as either single-valued point estimates or ranges.

Task B-6: Risk and Resilience Analysis

This task step combines the results from Tasks B-1 through B-5 into estimates of the Village's risk and resilience.

For Task B-6, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Calculate risk for each threat-asset pair as the product of the results from Consequence Analysis, Vulnerability Analysis, and Threat Analysis, using the following equation:
 - $Risk = Consequences \times Vulnerability \times Threat\ Likelihood = C \times V \times T$
 - Where: Consequences are as estimated in Task B-3, Vulnerability is as estimated in Task B-4, and Threat likelihood is as estimated in Task B-5.
- b) Calculate the current level of resilience.
 - i. The asset resilience metric is service denial due to a threat-asset pair, weighted by vulnerability and threat likelihood.
 - $Asset\ Resilience\ Metric = Duration \times Severity \times Vulnerability \times Threat\ Likelihood$
 - Where: Duration = the time period of service denial, in days
 - Severity = the amount of daily service denied, in gallons per day
 - Vulnerability and Threat Likelihood are as defined above.

- ii. The economic resilience metric is lost revenue to the utility owner due to the threat–asset pair. Lost revenue is asset resilience times the unit price of the service, where price is the pre-disruption price.
 - iii. The community economic resilience metric is the lost economic activity to the community served by the utility. For the community, the metric is the same as the economic loss to the community, estimated in Task B-3.
- c) Record the risk and resilience estimates for each threat–asset pair for use in Task B-7.

Task B-7 - Risk and Resilience Management

Risk and resilience management is the deliberate process of deciding whether actions are needed to enhance security or resilience or both. It includes deciding on and implementing one or a portfolio of options to achieve an acceptable level of risk and resilience at an acceptable cost to the utility and the community.

For Task B-7, EEI will review relevant information from the Village and other sources, facilitate discussions, provide engineering support, and document decisions by the Steering Committee as necessary to complete the following tasks:

- a) Decide what risk and resilience levels are acceptable by examining the estimated results of the first six steps for each threat–asset pair. For those that are acceptable, document the decision. For those that are not acceptable, proceed to the next steps.
- b) Define countermeasure and mitigation/resilience options for those threat–asset pairs that are not acceptable.
- c) Estimate investment and operating costs of each option, being sure to include regular maintenance and periodic overhaul if expected. Adjust future costs to present value.
- d) Assess the options by analyzing the facility or asset under the assumption that the option has been implemented—revisiting all affected Tasks B-3 through B-6 to re-estimate the risk and resilience levels and calculating the estimated benefits of the option (the difference between the risk and resilience levels without the option and those with the option in place).
- e) Identify the options that have benefits that apply to multiple threat– asset pairs.
- f) Calculate the net benefits and benefit–cost ratio (and/or other criteria that are relevant in the utility’s resource decision-making) to estimate the total value and risk-reduction efficiency of each option.
- g) Review the options considering all the dimensions—fatalities, serious injuries, financial losses to the owner, economic losses to the community, and qualitative factors—and allocate resources to the selected options. Determine the resources—financial, human, and other—needed to operate the selected options.

Task B-8 - Risk and Resilience Assessment Documentation

For Task B-8, EEI will document the procedures, findings, and results of the RRA process. The document will contain a description the results of Tasks B-1 through B-7, Stakeholder Workshop meeting attendees and minutes, a plan for implementing agreed upon operational and capital plans for decreasing risk and improving resilience.

TASK C: EMERGENCY RESPONSE PLAN

Task C-1 – Review Existing Emergency Response Plan

The American Water Infrastructure Act of 2018 requires all Community Water Supplies to update their ERPs to incorporate the results of the RRA (Task B). Specifically, the update must address the following:

- Strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system;
- Plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water;
- Actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers; and
- Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

For Task C-1, EEI will review the Village’s existing ERP and create a detailed plan for updating it to meet the requirements of the American Water Infrastructure Act of 2018.

Task C-2: Draft Emergency Response Plan

For Task C-2, EEI will update the Village’s existing ERP incorporating the results of the RRA in accordance with the requirements of the American Water Infrastructure Act of 2018. The Draft ERP document will be submitted to the Village for review.

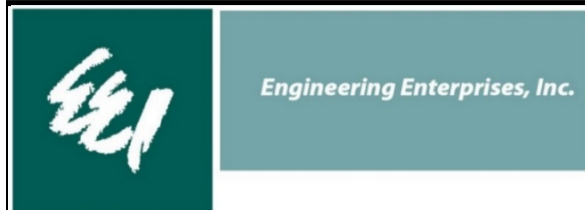
EEI will use the Community Water System Emergency Response Plan template provided by the EPA Office of Water (EPA 816-B-19-003) as the guiding document in preparing the ERP. The plan will include the sections shown on the table.

EEI will present the rationale and content of the ERP during a Stakeholder Workshop. EEI will resolve any issues identified during the workshop and incorporate the resolution in the Final ERP.

Task C-3: Final Emergency Response Plan

For Task C-3, EEI will finalize the ERP ensuring that it meets all the requirements of the American Water Infrastructure Act of 2018 and prepare the Village’s final ERP.

UTILITY INFORMATION
i Utility Overview
ii Personnel Information
iii Primary Utility Components
iv Industry Chemical Handling and Storage Facilities
v Safety
vi Response Resources
vii Key Local Services
1 RESILIENCE STRATEGIES
1.1 Emergency Response Roles
1.2 Incident Command System (ICS) Roles
1.3 Communication
1.3.1 Internal Communication
1.3.2 External Response Partner Communication
1.3.3 Critical Customer Communication
1.3.4 Communication Equipment Inventory
1.4 Media Outreach
1.5 Public Notification Templates
2 EMERGENCY PLANS AND PROCEDURES
2.1 Core Response Procedures
2.2 Incident-Specific Response Procedures
3 MITIGATION ACTIONS
3.1 Alternative Source Water Options and Interconnected Utilities
3.2 Other Mitigation Actions
4 DETECTION STRATEGIES



**Attachment B:
SCHEDULE**

**RISK AND RESILIENCE ASSESSMENT/EMERGENCY RESPONSE PLAN - WATER UTILITY
VILLAGE OF ALGONQUIN, IL**

ITEM NO.	WORK ITEM	Month:	2020					2021									
			OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
TASK A: PROJECT ADMINISTRATION AND FACILITATION																	
A-1	Project Administration																
A-1.1	Kick -Off Meeting																
A-2	Stakeholder Assistance & Workshops (2 Workshops)																
A-3	Steering Committee Work Session/Progress Mtgs. (5 Mtgs.)																
TASK B: RISK AND RESILIENCE PLAN																	
B-1	Asset Characterization (Tasks a-e)																
B-2	Threat Characterization (Tasks a-f)																
B-3	Consequence Analysis Tasks (a-e)																
B-4	Vulnerability Analysis (Tasks a-d)																
B-5	Threat Analysis (Tasks a-d)																
B-6	Risk and Resilience Analysis (Tasks a-c)																
B-7	Risk and Resilience Management (Tasks a-g)																
B-8	Risk and Resilience Assessment Documentation																
TASK C: EMERGENCY RESPONSE PLAN																	
C-1	Review Existing Emergency Response Plan																
C-2	Draft Emergency Response Plan																
C-3	Final Emergency Response Plan																

Legend (lighter shades indicate preliminary work)

	Project Administration Work Item(s)
	Stakeholder Workshops
	Steering Committee Meetings
	Risk and Resilience Assessment
	Emergency Response Plan



Attachment C:
ESTIMATED LEVEL OF EFFORT and COSTS FOR PROFESSIONAL ENGINEERING SERVICES
RISK AND RESILIENCE ASSESSMENT/EMERGENCY RESPONSE PLAN - WATER UTILITY
VILLAGE OF ALGONQUIN, IL

DATE: 7/20/2020
 ENTERED BY: TGH

WORK ITEM NO.	WORK ITEM	ENTITY:	EEI					WORK ITEM HOUR SUMM.	COST PER ITEM	
		PROJECT ROLE:	PRINCIPAL IN CHARGE	SENIOR PROJECT MANAGER	ENGINEER	TECHNICIAN	ADMIN.			
		HRLY RATE:	\$209	\$203	\$149	\$137	\$72			
TASK A: PROJECT ADMINISTRATION AND FACILITATION										
A-1	Project Administration and Kick-Off Meeting			4	4			8	\$1,409	
A-2	Stakeholder Assistance & Workshops (2 Workshops)			8	8		1	1	18	\$3,027
A-3	Steering Committee Assist. & Progress Mtgs. (5 Mtgs.)		1	20	20		2	2	45	\$7,672
Project Administration and Facilitation Subtotal:			1	32	32		3	3	71	\$12,109
TASK B: RISK AND RESILIENCE PLAN										
B-1	Asset Characterization (Tasks a-e)		1	8	12		2		23	\$3,899
B-2	Threat Characterization (Tasks a-f)			4	12		2		18	\$2,878
B-3	Consequence Analysis Tasks (a-e)			4	12				16	\$2,604
B-4	Vulnerability Analysis (Tasks a-d)			2	4				6	\$1,003
B-5	Threat Analysis (Tasks a-d)			2	4				6	\$1,003
B-6	Risk and Resilience Analysis (Tasks a-c)			2	4				6	\$1,003
B-7	Risk and Resilience Management (Tasks a-g)		1	8	16				25	\$4,222
B-8	Risk and Resilience Assessment Documentation		1	16	24		2	2	45	\$7,458
Risk and Resilience Plan Subtotal:			3	46	88		6	2	145	\$24,070
TASK C: EMERGENCY RESPONSE PLAN										
C-1	Review Existing Emergency Response Plan		-	4	4		2		10	\$1,683
C-2	Draft Emergency Response Plan		-	8	24				32	\$5,208
C-3	Final Emergency Response Plan		1	8	24		2	2	37	\$5,835
Emergency Response Plan Subtotal:			1	20	52		4	2	79	\$12,726
PROJECT TOTAL:			5	98	172		13	7	295	\$48,904

Notes:

Proposal assumes any technical support for the cybersecurity risk assessment will be provided by the Village's Information Services Department or other resources provided by the Village.

DIRECT EXPENSES	
Mileage =	\$0
Printing =	\$150
DIRECT EXPENSES =	\$150

LABOR EXPENSES	
Engineering Expenses =	\$46,619
Drafting Expenses =	\$1,781
Administrative Expenses =	\$505
TOTAL LABOR EXPENSES =	\$48,904

TOTAL CONTRACT COSTS =	\$49,054
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Standard Schedule of Charges

January 1, 2020

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$214.00
Principal	E-3	\$209.00
Senior Project Manager	E-2	\$203.00
Project Manager	E-1	\$183.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$172.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$160.00
Project Engineer/Planner/Surveyor	P-4	\$145.00
Senior Engineer/Planner/Surveyor	P-3	\$133.00
Engineer/Planner/Surveyor	P-2	\$121.00
Associate Engineer/Planner/Surveyor	P-1	\$109.00
Senior Project Technician II	T-6	\$158.00
Senior Project Technician I	T-5	\$145.00
Project Technician	T-4	\$133.00
Senior Technician	T-3	\$121.00
Technician	T-2	\$109.00
Associate Technician	T-1	\$ 96.00
GIS Technician	G-1	\$ 90.00
Engineering/Land Surveying Intern	I-1	\$ 79.00
Administrative Assistant	A-3	\$ 70.00

VEHICLES, REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		\$ 15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White) \$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$ 200.00
Expert Testimony		\$ 250.00



Village of Algonquin

The Gem of the Fox River Valley

October 29, 2020

Village President and Board of Trustees:

The List of Bills dated 11/3/20, payroll expenses, and insurance premiums totaling \$4,374,281.66 are recommended for approval. For your information, this list of bills includes the following, which are not typical in the day-to-day operations of the Village.

All American Roofing Inc.	\$ 48,965.00	Roof Repairs – Multiple Locations
BioMist Inc.	6,808.62	BioMist Machine & Solution
Copenhaver Construction	132,750.90	Stoneybrook Park Improvements
Encap Inc	3,333.35	Surrey Lane Drainage Repair
Encap Inc	4,500.00	Wood Creek Reach 4
Hayes Industries	70,033.49	Downtown Streetscapes Stage 3
Plote Construction	712,916.79	Terrance Hill Street Improvements
Rosen Hyundai	76,455.36	Sales Tax Rebate – Second Quarter 2020
Trine Construction	585,146.65	IEPA – Downtown Streetscape Stage 3
Williams Brothers Construction	1,829,467.44	IEPA - WWTP Improvement Phase 6B

Please note:

The 10/31/2020 payroll expenses totaled \$557,762.94.

November 2020 insurance premiums to IPBC totaled \$161,559.55.

This List of Bills excludes payments that are processed automatically and recorded by journal entry. These payments include postage permit costs and bank/collection fees. Information on these expenses are available upon request.

Michael J. Kumbera
Assistant Village Manager

MJK/lkd

Village of Algonquin

List of Bills 11/3/2020

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
ACUITY SPECIALTY PRODUCTS INC					
DISPENSER	265.83	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9005557930	28210056
	Vendor Total: \$265.83				
ALL AMERICAN ROOFING INC					
HVH ROOF REPAIR	448.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	63151	28210055
ALGONQUIN SHORES LS - ROOF REPAIR	4,500.00	SEWER OPER - EXPENSE W&S BUSI MAINT - LIFT STATION	07800400-44414-	63155	70210209
BRAEWOOD LS - ROOF REPAIR	8,400.00	SEWER OPER - EXPENSE W&S BUSI MAINT - LIFT STATION	07800400-44414-	63154	70210208
GRAND RESERVE LS - ROOF REPAIR	8,600.00	SEWER OPER - EXPENSE W&S BUSI MAINT - LIFT STATION	07800400-44414-	63156	70210210
TOWNE PARK ROOF REPAIR	11,595.00	GENERAL SERVICES PW - EXPENSE PARK UPGRADES	01500300-43360-	63152	50210087
RIVERFRONT ROOF REPAIR	15,870.00	GENERAL SERVICES PW - EXPENSE PARK UPGRADES	01500300-43360-	63153	50210086
	Vendor Total: \$49,413.00				
AMS STORE AND SHRED LLC					
ARCHIVE PURGE	320.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	0209910	20210063
	Vendor Total: \$320.00				
ANCEL GLINK, PC					
LEGAL SERVICES - SEPTEMBER 2020	200.00	GS ADMIN - EXPENSE GEN GOV LEGAL SERVICES	01100100-42230-	78371	10210213
	Vendor Total: \$200.00				
ANDERSON LOCK					
PADLOCKS	1,005.14	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	1051036	28210061
	Vendor Total: \$1,005.14				
ANDREW DYKSTRA					
UNIFORM - BIKE HELMET	61.66	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	10/9/20 PURCHASE	20210064
	Vendor Total: \$61.66				
ANDREWS ENGINEERING INC					
ASBESTOS SURVEY	2,100.00	GENERAL SERVICES PW - EXPENSE PROFESSIONAL SERVICES	01500300-42234-	42872	50210071

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
Vendor Total: \$2,100.00					
ARAMARK UNIFORM SERVICES					
MAT SERVICES - PD	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000019318	28210002
MAT SERVICES - PD	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000022557	28210002
MAT SERVICES - PD	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000025985	28210002
MAT SERVICES - GMC	25.01	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000019323	28210002
MAT SERVICES - GMC	25.01	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000022561	28210002
MAT SERVICES - GMC	25.01	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000025987	28210002
MAT SERVICES - WWTF	33.56	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000019296	28210002
MAT SERVICES - WWTF	33.56	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000025966	28210002
MAT SERVICES - PW	57.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000019321	28210002
MAT SERVICES - PW	57.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000022560	28210002
MAT SERVICES - PW	57.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000025986	28210002
SHOP TOWELS	28.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000019297	29210005
SHOP TOWELS	28.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000022530	29210005
SHOP TOWELS	28.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000025968	29210005
UNIFORMS GENERAL SERVICES	62.92	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000019312	50210077
UNIFORMS GENERAL SERVICES	62.92	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000022551	50210077
UNIFORMS GENERAL SERVICES	62.92	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000025982	50210077
UNIFORMS GENERAL SERVICES	79.93	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000019307	50210077
UNIFORMS GENERAL SERVICES	79.93	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000022548	50210077
UNIFORMS GENERAL SERVICES	79.93	GENERAL SERVICES PW - EXPENSE UNIFORMS & SAFETY ITEMS	01500300-47760-	610000025979	50210077
		WATER OPER - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
UNIFORMS WATER SEWER	83.42	UNIFORMS & SAFETY ITEMS	07700400-47760-	610000019316	70210159
UNIFORMS WATER SEWER	83.42	WATER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07700400-47760-	610000022555	70210159
UNIFORMS WATER SEWER	83.42	WATER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07700400-47760-	610000025983	70210159
UNIFORMS WWTP	44.83	SEWER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07800400-47760-	610000019300	70210022
UNIFORMS WWTP	44.83	SEWER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07800400-47760-	610000022535	70210022
UNIFORMS WWTP	44.83	SEWER OPER - EXPENSE W&S BUSI UNIFORMS & SAFETY ITEMS	07800400-47760-	610000025971	70210022
CREDIT FOR RETURNED PANTS	-53.17	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	6100000277	29210035
CREDIT FOR RETURNED PANTS	-124.08	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	6100000277	29210035
UNIFORM SERVICES - BLDG & MAIN	38.77	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	610000022543	29210035
UNIFORM SERVICES - BLDG & MAIN	90.47	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000022543	29210035
UNIFORM SERVICES - BLDG & MAIN	59.78	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	610000019303	29210035
UNIFORM SERVICES - BLDG & MAIN	139.48	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000019303	29210035
UNIFORM SERVICES - BLDG & MAIN	89.88	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	610000025976	29210035
UNIFORM SERVICES - BLDG & MAIN	209.72	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000025976	29210035
Vendor Total: \$1,736.90					
ARIES INDUSTRIES INC					
TENSION BRAKE REPAIR	133.10	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	400580	70210215
TRACTOR REPAIR	133.10	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	400578	70210214
REEL ASSEMBLY REPAIR	1,035.60	SEWER OPER - EXPENSE W&S BUSI SMALL TOOLS & SUPPLIES	07800400-43320-	400579	70210213
Vendor Total: \$1,301.80					
ARROW ROAD CONSTRUCTION					
ASPHALT	52.97	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	25526	40210230
Vendor Total: \$52.97					
B & F CONSTRUCTION CODE SERVICES INC					
SEPTEMBER INSPECTIONS	450.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	13535	30210007

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
AUTO KLEEN - MISC REVEIWS	1,070.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	54673	30210007
Vendor Total:	\$1,520.00				
BEAR AUTO GROUP					
EXHAUST, GASKET, STUD, NUTS	69.42	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32598	29210034
EXHAUST, GASKET, STUD, NUTS	529.44	INVENTORY	29-14220-	32598	29210034
GASKET	8.08	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32537	29210093
GASKET, STUD, NUTS	38.83	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32525	29210093
HOUSING	50.77	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32606	29210093
HOUSING	51.52	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32555	29210093
GLOW PLUGS	52.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32561	29210093
OIL	54.96	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32526	29210093
INSULATOR	76.48	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32613	29210093
TANK ASSEMBLY	118.65	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32550	29210093
RADIATOR	247.93	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32597	29210093
ALTERNATOR	424.02	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32571	29210093
KIT, THERMOSTAT, GASKET, COOLER	757.94	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32623	29210093
ROTOR ASSEMBLY, BRAKET KIT, FILTER	1,501.74	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32449	29210093
HOUSING, BATTERY, INSULATOR	1,547.66	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	32498	29210093
HOUSING, BATTERY, INSULATOR	1,836.26	INVENTORY	29-14220-	32498	29210093
Vendor Total:	\$7,365.70				
BIOMIST INC					
BIOMIST SOLUTION FORMULA D2	1,051.81	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	INV000002927	28210047
BIOMIST MACHINE	5,756.81	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	INV000002922	50210085
Vendor Total:	\$6,808.62				
BONNELL INDUSTRIES INC					
		VEHICLE MAINT. BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SNOW SUPPLIES	425.03	INVENTORY	29-14220-	0194286-IN	29210074
Vendor Total: \$425.03					
BRADY WORLDWIDE INC					
LOCK OUT TAG OUT PROCEDURE SOFTV	650.00	BLDG MAINT- REVENUE & EXPENSES IT EQUIPMENT & SUPPLIES	28900000-43333-	BASQ210262	10210211
LOCK OUT TAG OUT PROCEDURE SOFTV	650.00	GENERAL SERVICES PW - EXPENSE IT EQUIPMENT & SUPPLIES	01500300-43333-	BASQ210262	10210211
LOCK OUT TAG OUT PROCEDURE SOFTV	650.00	SEWER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07800400-43333-	BASQ210262	10210211
LOCK OUT TAG OUT PROCEDURE SOFTV	650.00	WATER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07700400-43333-	BASQ210262	10210211
Vendor Total: \$2,600.00					
BRANIFF COMMUNICATIONS INC					
PRESIDENTIAL PARK SIREN REPAIR	435.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	0032986	28210052
Vendor Total: \$435.00					
BRISTOL HOSE & FITTING					
SWIVEL	10.94	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3441432	29210019
HOSE ASSEMBLY	50.92	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3441077	29210019
Vendor Total: \$61.86					
CALL ONE INC					
10/15/20 STATEMENT	114.50	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	335236	10210220
10/15/20 STATEMENT	304.62	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	335236	10210220
10/15/20 STATEMENT	321.49	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	335236	10210220
10/15/20 STATEMENT	549.30	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	335236	10210220
10/15/20 STATEMENT	717.45	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	335236	10210220
10/15/20 STATEMENT	5,115.88	ALARM LINES	01200200-42215-	335236	10210220
10/15/20 STATEMENT	127.33	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	335236	10210220
10/15/20 STATEMENT	123.79	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	335236	10210220
10/15/20 STATEMENT	36.77	SWIMMING POOL -EXPENSE GEN GOV TELEPHONE	05900100-42210-	335236	10210220
10/15/20 STATEMENT	118.77	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	335236	10210220

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
10/15/20 STATEMENT	449.43	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	335236	10210220
Vendor Total: \$7,979.33					
CDW LLC					
REPL UPS BATTERY RE SCADA PW	42.44	GEN NONDEPT - EXPENSE GEN GOV IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	2807930	10210215
REPL UPS BATTERY RE SCADA PW	5.31	SEWER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07800400-43333-	2807930	10210215
REPL UPS BATTERY RE SCADA PW	5.31	WATER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07700400-43333-	2807930	10210215
PD DVD DUPLICATOR - EVIDENCE	207.37	POLICE - EXPENSE PUB SAFETY MATERIALS	01200200-43309-	2901031	10210216
REPL LENOVO DOCKING STATIONS	462.48	GEN NONDEPT - EXPENSE GEN GOV IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	2990863	10210224
REPL LENOVO DOCKING STATIONS	57.81	SEWER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07800400-43333-	2990863	10210224
REPL LENOVO DOCKING STATIONS	57.81	WATER OPER - EXPENSE W&S BUSI IT EQUIPMENT & SUPPLIES	07700400-43333-	2990863	10210224
Vendor Total: \$838.53					
CHICAGO PARTS & SOUND LLC					
UNIT 95 CHAIR REPAIR	424.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	1J0003955	29210090
Vendor Total: \$424.00					
CHRISTOPHER B BURKE ENG LTD					
ESCROW - ADVANTAGE MOVING & STOR	360.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE!	04900300-42232-	160984	40210231
ESCROW - ADVANTAGE MOVING & STOR	360.00	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICE!	12900400-42232-	160984	40210231
ESCROW - ADVANTAGE MOVING & STOR	488.75	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE!	04900300-42232-	159708	40210231
ESCROW - ADVANTAGE MOVING & STOR	488.75	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICE!	12900400-42232-	159708	40210231
ESCROW - ADVANTAGE MOVING & STOR	596.87	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE!	04900300-42232-	160360	40210231
ESCROW - ADVANTAGE MOVING & STOR	596.88	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICE!	12900400-42232-	160360	40210231
ESCROW - ADVANTAGE MOVING & STOR	612.50	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE!	04900300-42232-	159060	40210231
ESCROW - ADVANTAGE MOVING & STOR	612.50	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICE!	12900400-42232-	159060	40210231
ESCROW - ADVANTAGE MOVING & STOR	758.75	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE!	04900300-42232-	158426	40210231
		W & S IMPR. - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
ESCROW - ADVANTAGE MOVING & STOR	758.75	ENGINEERING/DESIGN SERVICE	12900400-42232-	158426	40210231
Vendor Total:	\$5,633.75				
CITY LIMITS SYSTEMS INC		VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	10884	29210091
PROWASH AND ORANGE CRUSH	566.35				
Vendor Total:	\$566.35				
CLARK BAIRD SMITH LLP		POLICE - EXPENSE PUB SAFETY LEGAL SERVICES	01200200-42230-	13173	10210228
LEGAL SERVICES - SEPTEMBER 2020	2,825.00				
Vendor Total:	\$2,825.00				
COMCAST CABLE COMMUNICATION		PWA - EXPENSE PUB WORKS EQUIPMENT RENTAL	01400300-42270-	8771 10 012 0277023	10210033
10/7/20-11/6/20 PUBLIC WORKS	16.88	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	8771 10 002 0416275	10210031
10/22/20-11/21/20 HVH	108.35	SWIMMING POOL -EXPENSE GEN GOV TELEPHONE	05900100-42210-	8771 10 002 0452635	10210037
10/14/20-11/13/20 POOL	108.35	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0443121	10210036
10/12/20-11/11/20 WTP #3	148.35	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0436950	10210032
10/11/20-11/10/20 WTP #1	148.35	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	144.29	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	579.37	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	597.63	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	677.50	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	1,266.87	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	186.52	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	788.12	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	158.44	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	108927726	10210219
10/1/20-10/30/20 STATEMENT	312.74				
Vendor Total:	\$5,241.76				
COMMONWEALTH EDISON		WATER OPER - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
9/10/20-10/9/20 HUNTINGTON BOOSTER	142.34	ELECTRIC	07700400-42212-	0101073045	70210025
9/9/20-10/8/20 WOODS CREEK LS	447.54	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0107108145	70210079
9/11/20-10/12/20 901 SANDBLOOM ROAD	548.43	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0112085088	70210026
9/10/20-10/9/20 WILBRANDT REAR TOWER	28.31	POLICE - EXPENSE PUB SAFETY ELECTRIC	01200200-42212-	0249109037	10210007
9/10/20-10/9/20 5625 EDGEWOOD DR	18.77	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	0254089033	50210014
9/10/20-10/9/20 HANSON TOWER	60.42	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	1697161042	70210027
9/26/20-10/9/20 MCCD TRAILHEAD	13.61	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	2073075100	50210089
9/10/20-10/9/20 SPRINGHILL/COUNTY LINE	46.88	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	2079003028	70210028
9/10/20-10/9/20 JACOBS TOWER	65.77	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	2355094078	70210029
9/10/20-10/9/20 LOWE DRIVE LS	47.85	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	3027111096	70210030
9/10/20-10/9/20 CHARGING STATIONS	180.02	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	3139139140	50210015
9/10/20-10/9/20 N RIVER ROAD LS	77.89	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	3153024057	70210031
9/15/20-10/14/20 RT 31 & RT 62 LIGHT	76.60	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	3886048007	50210031
6/11/20-10/9/20 STREET LIGHTS	3,061.35	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	4473011035	50210017
9/10/20-10/9/20 BRITTANY HILLS LS	39.53	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	4483077090	70210024
9/10/20-10/9/20 COPPER OAKS TOWER	49.69	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	4777074007	70210032
9/3/20-10/5/20 WELL #13	1,150.42	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	5151039132	70210035
9/10/20-10/9/20 RIVERFRONT LS	128.72	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	5743051108	70210033
9/10/20-10/9/20 HILLSIDE BOOSTER	49.83	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	5743093053	70210034
Vendor Total: \$6,233.97					
COMPLETE CLEANING CO INC					
CLEANING SERVICES - HVH	490.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C15714	28210017
CLEANING SERVICES - WWTF	652.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C15711	28210017

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
CLEANING SERVICES - PW	1,168.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C15712	28210017
CLEANING SERVICES - GMC	2,247.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	C15713	28210017
Vendor Total: \$4,557.00					
COOK COUNTY CLERK					
NOLAND NOTARY APPLICATION	10.00	GS ADMIN - EXPENSE GEN GOV TRAVEL/TRAINING/DUES	01100100-47740-	NOLAND NOTARY	10210217
Vendor Total: \$10.00					
COPENHAVER CONSTRUCTION INC					
STONEBROOK PARK IMPROVEMENTS	132,750.90	PARK IMPR - EXPENSE PUB WORKS CAPITAL IMPROVEMENTS	06900300-45593-P2104	INVOICE 1	40210243
Vendor Total: \$132,750.90					
DYNEGY ENERGY SERVICES					
9/11/20-10/11/20 ALGONQUIN SHORES LS	541.72	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0033167056	70210098
9/10/20-10/8/20 BRAEWOOD LS	1,154.84	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0813024065	70210099
9/10/20-10/8/20 CARY BOOSTER	374.17	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	1263068132	70210107
9/10/20-10/8/20 COUNTRYSIDE BOOSTER	75.59	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	3909078023	70210100
9/9/10-10/7/20 GRAND RESERVE LS	364.87	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	1784099011	70210101
9/11/20-10/11/20 POOL	127.81	SWIMMING POOL -EXPENSE GEN GOV ELECTRIC	05900100-42212-	4484041003	10210102
9/10/20-10/8/20 WELL #9	1,275.82	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	1753062020	70210102
9/3/20-10/4/20 WELL #15	593.80	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	4111038007	70210103
9/10/20-10/8/20 ZANGE BOOSTER	474.87	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	2425109004	70210104
Vendor Total: \$4,983.49					
EDS RENTAL & SALES INC					
LIFT RENTAL FOR HVH ROOF	186.30	BLDG MAINT- REVENUE & EXPENSES EQUIPMENT RENTAL	28900000-42270-	308188-3	28210054
Vendor Total: \$186.30					
EMERGENCY SERVICE MARKETING CORP INC					
ON CALL SOFTWARE 2020-2021 RENEWA	270.00	GENERAL SERVICES PW - EXPENSE PROFESSIONAL SERVICES	01500300-42234-	2020-2021 RENEWAL	50210090
ON CALL SOFTWARE 2020-2021 RENEWA	270.00	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	2020-2021 RENEWAL	50210090

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
ON CALL SOFTWARE 2020-2021 RENEWA	270.00	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	2020-2021 RENEWAL	50210090
Vendor Total: \$810.00					
EMPLOYEE BENEFITS CORPORATION					
CHECK #8862 FROM 9/30/20 LOST	4.00	BLDG MAINT- REVENUE & EXPENSES INSURANCE	28900000-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	8.00	CDD - EXPENSE GEN GOV INSURANCE	01300100-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	20.00	GENERAL SERVICES PW - EXPENSE INSURANCE	01500300-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	32.00	GS ADMIN - EXPENSE GEN GOV INSURANCE	01100100-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	66.00	POLICE - EXPENSE PUB SAFETY INSURANCE	01200200-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	8.00	PWA - EXPENSE PUB WORKS INSURANCE	01400300-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	8.00	SEWER OPER - EXPENSE W&S BUSI INSURANCE	07800400-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	8.00	VEHCL MAINT-REVENUE & EXPENSES INSURANCE	29900000-41106-	9/30/20 REPLACEMENT	
CHECK #8862 FROM 9/30/20 LOST	28.00	WATER OPER - EXPENSE W&S BUSI INSURANCE	07700400-41106-	9/30/20 REPLACEMENT	
Vendor Total: \$182.00					
ENCAP INC					
CREEKS CROSSING PARK IMPROVEMEN	1,200.00	PARK IMPR - EXPENSE PUB WORKS INFRASTRUCTURE MAINT IMPRO	06900300-43370-	6710	40210229
SURREY LANE DRAINAGE REPAIR	3,333.35	STREET IMPROV- EXPENSE PUBWRKS INFRASTRUCTURE MAINT IMPRO	04900300-43370-	6687	40210227
WOODS CREEK REACH 4	4,500.00	PARK IMPR - EXPENSE PUB WORKS CAPITAL IMPROVEMENTS	06900300-45593-	6689	40210228
Vendor Total: \$9,033.35					
EXXON MOBIL					
GAS FOR SQUADS - OCTOBER 2020	178.54	POLICE - EXPENSE PUB SAFETY FUEL	01200200-43340-	7187859226125291010	10210018
Vendor Total: \$178.54					
FERNANDO ORTIZ					
UNIFORM - SHIRT	99.90	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	9/29/20 PURCHASE	20210062
Vendor Total: \$99.90					
FISHER AUTO PARTS INC					
OIL FILTER	11.60	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-546537	29210014

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SERPENTINE BELT	17.03	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547488	29210014
AIR CLEANER FILTER	31.34	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-546532	29210014
AIR FILTER	41.61	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-546996	29210014
AIR FILTER/FUEL WATER FILTER	45.95	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-548162	29210014
OIL FILTER/AIR FILTER	54.73	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547400	29210014
WINTER WIPER BLADES	59.61	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-548093	29210014
STEERING TIE ROD END	61.95	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547387	29210014
TAIL LIGHT	73.96	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547914	29210014
WASHER FLUID	78.08	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547233	29210014
OIL FILTERS/FUEL FILTERS/AIR FILTERS	177.15	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-548056	29210014
DISC BRAKE ROTOR & PADS	180.73	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	325-547101	29210014
Vendor Total: \$833.74					
FRESHCOAT PAINTING INC					
ALGONQUIN SHORES LS STAINING	1,425.00	SEWER OPER - EXPENSE W&S BUSI MAINT - LIFT STATION	07800400-44414-	13510	70210211
Vendor Total: \$1,425.00					
GARY KANTOR					
OCTOBER 2020 CLASS	15.00	RECREATION - EXPENSE GEN GOV RECREATION PROGRAMS	01101100-47701-	OCTOBER 2020	10210225
Vendor Total: \$15.00					
GOVTEMPSUSA LLC					
10/5/20-10/18/20 PARCH	1,512.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	3609611	30210006
10/5/20-10/18/20 BLANCHARD	3,207.40	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	3609610	30210006
Vendor Total: \$4,719.40					
GRAINGER					
PRESS TOOL KIT 18 VOLT HVAC	3,499.00	BLDG MAINT- REVENUE & EXPENSES SMALL TOOLS & SUPPLIES	28900000-43320-	9689144146	28210058
WINDOW CLEANING PAD	17.85	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9674877536	28210016

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
LED BULB	23.64	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9682778585	28210016
BATTERY	35.70	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9678529448	28210016
WINDOW SQUEEGEE	51.52	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9678529430	28210016
FUSES	54.69	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9689854421	28210016
BULB	60.84	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9688581512	28210016
BATTERY	92.08	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9678343667	28210016
OVERHEAD DUSTER	93.60	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9674877544	28210016
BULBS	506.88	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9688581504	28210016
Vendor Total: \$4,435.80					
GRAYBAR ELECTRIC CO					
PW FRONT LIGHTS	1,350.33	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	9318213690	28210057
Vendor Total: \$1,350.33					
H & H ELECTRIC CO					
20-00000-00-GM STREET LIGHT	4,506.60	MFT - EXPENSE PUBLIC WORKS MAINT - STREET LIGHTS	03900300-44429-	35644 R2	40210003
Vendor Total: \$4,506.60					
HAYES INDUSTRIES					
DOWNTOWN STREETScape STAGE 3	1,356.00	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49869	40210233
DOWNTOWN STREETScape STAGE 3	3,390.00	W & S IMPR. - EXPENSE W&S BUSI WASTEWATER COLLECTION	12900400-45526-W1943	49873	40210241
DOWNTOWN STREETScape STAGE 3	4,068.00	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49874	40210237
DOWNTOWN STREETScape STAGE 3	5,414.61	W & S IMPR. - EXPENSE W&S BUSI WASTEWATER COLLECTION	12900400-45526-W1943	49879	40210242
DOWNTOWN STREETScape STAGE 3	5,736.02	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49877	40210240
DOWNTOWN STREETScape STAGE 3	6,291.74	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49868	40210232
DOWNTOWN STREETScape STAGE 3	6,304.53	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49871	40210235
DOWNTOWN STREETScape STAGE 3	6,339.02	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49876	40210239
		W & S IMPR. - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
DOWNTOWN STREETScape STAGE 3	6,545.23	WATER MAIN	12900400-45565-W1953	49872	40210236
DOWNTOWN STREETScape STAGE 3	6,879.89	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49875	40210238
DOWNTOWN STREETScape STAGE 3	8,522.70	W & S IMPR. - EXPENSE W&S BUSI WATER MAIN	12900400-45565-W1953	49870	40210234
DOWNTOWN STREETScape STAGE 3	9,185.75	W & S IMPR. - EXPENSE W&S BUSI WASTEWATER COLLECTION	12900400-45526-W1943	49829	40210225
Vendor Total: \$70,033.49					
HD SUPPLY FACILITIES MAINTENANCE LTD					
PUMP FOR WTP #2	548.35	WATER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07700400-44412-	382682	70210212
Vendor Total: \$548.35					
IL ASSOC OF CHIEFS OF POLICE					
SGTS EXAM & STUDY GUIDES	1,482.50	POLICE - EXPENSE PUB SAFETY BOARD OF POLICE COMMISSION	01200200-47720-	7114	20210065
Vendor Total: \$1,482.50					
ILLINOIS STATE TREASURER					
2020 UNCLAIMED PROPERTY	273.67	GEN FUND BALANCE SHEET UNCLAIMED PROPERTY	01-24200-	2020 UNCLAIMED	10210223
Vendor Total: \$273.67					
INTERNATIONAL CODE COUNCIL					
ARPS 2021 MEMBERSHIP	145.00	CDD - EXPENSE GEN GOV TRAVEL/TRAINING/DUES	01300100-47740-	3290475	10210226
Vendor Total: \$145.00					
ISAWWA					
HARMENING TRAINING	250.00	WATER OPER - EXPENSE W&S BUSI TRAVEL/TRAINING/DUES	07700400-47740-	200057190	70210216
Vendor Total: \$250.00					
JOSEPH CISNEROS					
COVID-19 TEST REIMBURSEMENT	276.00	POLICE - EXPENSE PUB SAFETY PROFESSIONAL SERVICES	01200200-42234-	COVID TEST	10210229
Vendor Total: \$276.00					
LAUTERBACH & AMEN LLP					
PAYROLL SERVICES SEPTEMBER 2020	3,356.50	GS ADMIN - EXPENSE GEN GOV PROFESSIONAL SERVICES	01100100-42234-	49481	10210023
PAYROLL SERVICES SEPTEMBER 2020	719.25	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	49481	10210023
PAYROLL SERVICES SEPTEMBER 2020	719.25	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	49481	10210023
Vendor Total: \$4,795.00					
LAWSON PRODUCTS INC					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
DISC, DRILL BITS, CONNECTORS, ELBOW	480.18	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	9307928600	29210006
Vendor Total: \$480.18					
M & A PRECISION AUTO INC					
SAFETY LANE #522	30.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	16475	29210013
SAFETY LANE #524	30.00	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	16475	29210013
Vendor Total: \$60.00					
MACCARB INC					
CO2 FOR BIOMIST	68.13	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	INV006167	28210049
Vendor Total: \$68.13					
MAKOAS VENDING SERVICE INC					
WORKOUT ROOM WATER	37.50	GENERAL SERVICES PW - EXPENSE SMALL TOOLS & SUPPLIES	01500300-43320-	142	50210084
Vendor Total: \$37.50					
MANSFIELD OIL COMPANY					
FUEL	2,821.24	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	22002561	29210009
FUEL	2,919.07	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	22002562	29210009
Vendor Total: \$5,740.31					
MARTELLE WATER TREATMENT					
SODIUM HYPOCHLORITE	5,112.00	WATER OPER - EXPENSE W&S BUSI CHEMICALS	07700400-43342-	20620	70210013
Vendor Total: \$5,112.00					
METRO STRATEGIES INC					
PR FIRM SEPTEMBER 2020	3,000.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICE	04900300-42232-	ALPW-15	40210004
Vendor Total: \$3,000.00					
MID-TOWN PETROLEUM ACQUISITION LLC					
OIL	736.95	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	1307475-IN	29210026
Vendor Total: \$736.95					
MIDAMERICAN ENERGY SERVICES LLC					
9/10/20-10/9/20 WWTP	16,274.51	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	455591	70210080
9/10/20-10/9/20 WTP #1	3,740.89	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	455594	70210096

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
9/10/20-10/13/20 WTP #2	4,197.88	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	455592	70210081
9/3/20-10/5/20 WTP #3	3,141.18	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	455531	70210082
9/10/20-10/9/20 WELL #7 & #11	2,724.46	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	455593	70210097
Vendor Total: \$30,078.92					
MIDWEST GROUNDCOVERS LLC					
PLANT MATERIAL AT&T PROJECT LIGHT	2,807.25	GENERAL SERVICES PW - EXPENSE MAINT - TREE PLANTING	01500300-44402-	1653346	40210224
Vendor Total: \$2,807.25					
NAPA AUTO SUPPLY ALGONQUIN					
OZIUM GEL	10.14	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	094933	29210010
RUGLYDE	15.24	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	094507	29210010
ALTERNATOR	262.60	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	094967	29210010
Vendor Total: \$287.98					
NICOR GAS					
9/4/20-10/5/20 WTP #2	75.29	WATER OPER - EXPENSE W&S BUSI NATURAL GAS	07700400-42211-	00-63-34-1000 6	70210036
9/9/20-10/8/20 WTP #3	514.77	WATER OPER - EXPENSE W&S BUSI NATURAL GAS	07700400-42211-	04-29-91-4436 2	70210037
9/3/20-10/3/20 WTP #1	158.19	WATER OPER - EXPENSE W&S BUSI NATURAL GAS	07700400-42211-	44-94-77-1000 8	70210038
9/3/20-10/3/20 POOL HOUSE	121.05	SWIMMING POOL -EXPENSE GEN GOV NATURAL GAS	05900100-42211-	77-21-74-1000 8	10210010
9/4/20-10/6/20 WWTF	161.65	SEWER OPER - EXPENSE W&S BUSI NATURAL GAS	07800400-42211-	83-83-64-3667 1	70210039
9/3/20-10/3/20 BATH HOUSE	38.25	SWIMMING POOL -EXPENSE GEN GOV NATURAL GAS	05900100-42211-	87-21-74-1000 7	10210011
9/4/20-10/4/20 DIGESTER BUILDING	610.59	SEWER OPER - EXPENSE W&S BUSI NATURAL GAS	07800400-42211-	93-54-83-1000 7	70210040
Vendor Total: \$1,679.79					
NORTHWEST TRUCKS INC					
DISC PAD KIT	102.05	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	X101014065	29210021
Vendor Total: \$102.05					
OFFICE DEPOT					
PAPER, FACIAL TISSUE	427.00	POLICE - EXPENSE PUB SAFETY OFFICE SUPPLIES	01200200-43308-	129425726001	20210066

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
LEGAL PADS	6.57	PWA - EXPENSE PUB WORKS OFFICE SUPPLIES	01400300-43308-	129397702001	40210002
ENVELOPES	15.38	PWA - EXPENSE PUB WORKS OFFICE SUPPLIES	01400300-43308-	129795883001	40210002
PAPER	69.98	PWA - EXPENSE PUB WORKS OFFICE SUPPLIES	01400300-43308-	129808497001	40210002
LABELS/ERASABLE WALL CALENDAR	84.75	PWA - EXPENSE PUB WORKS OFFICE SUPPLIES	01400300-43308-	129395838001	40210002
Vendor Total: \$603.68					
ONE TIME PAY					
HYD METER REFUND - ALDI ON RANDALI	274.02	WATER & SEWER BALANCE SHEET DEPOSITS - HYDRANT METER	07-24105-	HYD METER REFUND	
HYD METER REFUND - WOODS CREEK D	916.07	WATER & SEWER BALANCE SHEET DEPOSITS - HYDRANT METER	07-24105-	HYD METER REFUND	
AL020T-01888 CITIATION REFUND	500.00	GEN FUND REVENUE - PUB SAFETY ADMINISTRATIVE TOWING	01000200-35085-	CITIATION REFUND	
Vendor Total: \$1,690.09					
PDC LABORATORIES INC					
LAB TESTING	222.50	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	19437307	70210015
WATER SAMPLES	1,060.00	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	19437306	70210014
Vendor Total: \$1,282.50					
PLOTE CONSTRUCTION INC					
TERRACE HILL STREET IMPROVEMENT	712,916.79	STREET IMPROV- EXPENSE PUBWRKS CAPITAL IMPROVEMENTS	04900300-45593-S1634	190490.08	40210222
Vendor Total: \$712,916.79					
POLYDYNE INC					
CLARIFLOC	4,396.68	SEWER OPER - EXPENSE W&S BUSI CHEMICALS	07800400-43342-	1489306	70210016
Vendor Total: \$4,396.68					
POMPS TIRE SERVICE INC					
SCRAP DISPOSAL FEE	249.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085251	29210018
ROAD SERVICE REPAIR	317.88	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085113	29210018
TIRES	953.20	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085044	29210018
TIRES	1,319.60	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640084935	29210018
TIRES	1,503.00	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085053	29210018

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
TIRES	1,642.92	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085241	29210018
TIRES	1,715.12	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	640085332	29210018
Vendor Total: \$7,700.72					
PVS TECHNOLOGIES INC					
CHEMICALS - FERRIC CHLORIDE	5,229.48	SEWER OPER - EXPENSE W&S BUSI CHEMICALS	07800400-43342-	277541	70210018
Vendor Total: \$5,229.48					
RALPH HELM INC					
6PW03 REPAIR	14.37	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	118245	29210094
SPROCKET/CLUTCH ASSEMBLY	88.33	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	117869	29210008
6CHS12 REPAIR	154.24	VEHICLE MAINT. BALANCE SHEET OUTSOURCED INVENTORY	29-14240-	117870	29210087
Vendor Total: \$256.94					
ROSEN HYUNDAI ENTERPRISES LLC					
Q2 2020 SALES TAX REBATE	76,455.36	GS ADMIN - EXPENSE GEN GOV SALES TAX REBATE EXPENSE	01100100-47765-	Q2 2020 SALES TAX	10210214
Vendor Total: \$76,455.36					
RUSH TRUCK CENTER					
WINSHEILD WASHER FLUID	24.90	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3021081183	29210072
PAC, FS	67.90	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3021009438	29210072
ANIT-FREEZE	79.90	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	3020972263	29210072
Vendor Total: \$172.70					
SEBERT LANDSCAPING CO					
CORPORATE PARKWAY	200.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	S523506	30210005
1670 YOSEMITE PARKWAY	250.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	S526425	30210005
ARROWHEAD DRIVE VACANT LOT	250.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	S523505	30210005
EINEKE & HARNISH PROPERTIES	1,650.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	S526420	30210005
Vendor Total: \$2,350.00					
SHELL FLEET PLUS					
		POLICE - EXPENSE PUB SAFETY			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
FUEL FOR SQUADS	182.46	FUEL	01200200-43340-	68155372	10210014
Vendor Total:	\$182.46				
STANDARD EQUIPMENT COMPANY					
SEAL ASSEMBLY	394.33	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	P25160	29210054
Vendor Total:	\$394.33				
STEINER ELECTRIC COMPANY					
LOW FLUID SENSOR	234.90	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	S006741200.001	29210088
FUEL GAUGE AND SWITCH	529.50	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	S006730616.001	29210088
Vendor Total:	\$764.40				
STEVEN SKRODZKI					
UNIFORM - MEDICAL POUCH	21.99	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	09/11/20 PURCHASE	20210059
Vendor Total:	\$21.99				
SUBURBAN ELEVATOR					
ELEVATOR SERVICE - GMC AND HVH	2,417.14	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	305097	28210018
Vendor Total:	\$2,417.14				
SUSAN MORGAN					
REIMBURSEMENT FOR PICTURE FRAME	24.78	POLICE - EXPENSE PUB SAFETY TRAVEL/TRAINING/DUES	01200200-47740-	09/22/20 PURCHASE	20210061
Vendor Total:	\$24.78				
SYNAGRO					
SLUDGE HAULING	5,600.40	SEWER OPER - EXPENSE W&S BUSI SLUDGE REMOVAL	07800400-42262-	17363	70210020
Vendor Total:	\$5,600.40				
TARA FINN					
9/15/20-10/6/20 CLASSES	73.50	RECREATION - EXPENSE GEN GOV RECREATION PROGRAMS	01101100-47701-	10	10210122
Vendor Total:	\$73.50				
TIM'S QUALITY PLUMBING INC					
NEW WATER SOFTENER	2,436.00	WATER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07700400-44412-	362	70210204
Vendor Total:	\$2,436.00				
TITAN SUPPLY					
BIO-DEGRADABLE CAN LINERS	2,112.00	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	27400	28210011
Vendor Total:	\$2,112.00				

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
TODAYS UNIFORMS					
ZAHARA - PANTS	69.95	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	193249-01	20210009
GOUGH - SHIRTS	183.80	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	193935	20210009
ZAHARA - PANTS AND SHIRTS	185.85	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	193249	20210009
Vendor Total: \$439.60					
TRAFFIC & PARKING CONTROL CO					
SIGN POLES	642.99	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	SI-129677	50210088
SIGN POLES	3,084.55	GENERAL SERVICES PW - EXPENSE SIGN PROGRAM	01500300-43366-	SI-129676	50210088
Vendor Total: \$3,727.54					
TRINE CONSTRUCTION CORP					
DOWNTOWN STREETScape STAGE 3	520,780.52	W & S IMPR. - EXPENSE W&S BUSI WASTEWATER COLLECTION	12900400-45526-W1943	APPLICATION #7	40210226
DOWNTOWN STREETScape STAGE 3	64,366.13	WATER MAIN	12900400-45565-W1953	APPLICATION #7	40210226
Vendor Total: \$585,146.65					
TRUGREEN CHEMLAWN					
HVH & GMC FERTILIZER APPLICATIONS	408.45	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	128013035	28210059
Vendor Total: \$408.45					
US BANK EQUIPMENT FINANCE					
RICOH COPIER 11/17/20	164.93	CDD - EXPENSE GEN GOV LEASES - NON CAPITAL	01300100-42272-	427097795	10210030
RICOH COPIER 11/17/20	42.37	CDD - INTEREST EXPENSE INTEREST EXPENSE	01300600-47790-	427097795	10210030
RICOH COPIER 11/17/20	42.36	PUBLIC WORKS ADMIN - INT EXP INTEREST EXPENSE	01400600-47790-	427097795	10210030
RICOH COPIER 11/17/20	164.93	PWA - EXPENSE PUB WORKS LEASES - NON CAPITAL	01400300-42272-	427097795	10210030
Vendor Total: \$414.59					
VERIZON WIRELESS SERVICES LLC					
9/14/20-10/13/20 STATEMENT	109.06	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	333.29	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	501.76	GEN NONDEPT - EXPENSE GEN GOV IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	684.79	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	9864902892	10210227

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
9/14/20-10/13/20 STATEMENT	428.12	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	481.25	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	174.70	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	99.06	RECREATION - EXPENSE GEN GOV TELEPHONE	01101100-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	552.97	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	99.06	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	9864902892	10210227
9/14/20-10/13/20 STATEMENT	497.99	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	9864902892	10210227
Vendor Total: \$3,962.05					
WILLIAMS BROTHERS CONSTRUCTION INC					
WWTP IMPROVEMENTS PHASE 6B	1,829,467.44	W & S IMPR. - EXPENSE W&S BUSI WASTEWATER TREATMENT PLAI	12900400-45570-W1844	APPLICATION #5	40210223
Vendor Total: \$1,829,467.44					
ZIEGLERS ACE HARDWARE					
KEY	17.96	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	037769/L	29210089
Vendor Total: \$17.96					
ZUKOWSKI ROGERS FLOOD & MCARDLE					
BURLINGTON/PLANET FITNESS ESCROW	43.75	CDD - EXPENSE GEN GOV LEGAL SERVICES	01300100-42230-	141054	10210218
BURLINGTON/PLANET FITNESS ESCROW	760.58	CDD - EXPENSE GEN GOV LEGAL SERVICES	01300100-42230-	140562	10210218
Vendor Total: \$804.33					
REPORT TOTAL: \$3,654,959.17					

Village of Algonquin

List of Bills 11/3/2020

FUND RECAP:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>DISBURSEMENTS</u>
01	GENERAL	158,093.22
03	MFT	4,559.57
04	STREET IMPROVEMENT	722,067.01
05	SWIMMING POOL	432.23
06	PARK IMPROVEMENT	138,450.90
07	WATER & SEWER	96,429.93
12	WATER & SEWER IMPROV	2,487,464.46
28	BUILDING MAINT. SERVICE	20,286.19
29	VEHICLE MAINT. SERVICE	27,175.66
TOTAL ALL FUNDS		<u><u>3,654,959.17</u></u>

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE: _____

APPROVED BY: _____



VILLAGE OF ALGONQUIN
COMMUNITY DEVELOPMENT DEPARTMENT

– M E M O R A N D U M –

DATE: October 15, 2020

TO: Committee of the Whole

FROM: Russell Farnum, AICP, Community Development Director

SUBJECT: *2020 Seasonal Event – Lions Christmas Tree Sales Lot*

The Algonquin Lions Club has petitioned for their annual Seasonal Event Permit to hold Christmas Tree Sales at the Algonquin State Bank lot at the corner of Huntington and Randall Road. The setup would begin on November 21, with sale dates from November 27th through December 23, and cleanup thereafter.

The Lions Club is requesting that the fee be waived, as they are a not-for-profit organization. The fee is \$50 per day and, if charged, would be over \$1,500. The Village Board has traditionally granted their fee waiver request.

In addition, the past couple of years they have added fires in “burn barrels” for the warmth of their volunteers and the ambience of the holiday season. Staff has closely monitored this with the input from the Fire Department. Staff recommends approval of the fires subject to the following conditions:

1. Burn only natural dry seasoned wood, no tree scraps or greenery;
2. Keep fires and barrels at least six feet away from all combustibles;
3. At least one fire extinguisher must be present at all times;
4. All fires are subject to the approval of the Fire Chief and are allowed only in compliance with Chapter 43.08 of the Algonquin Municipal Code, except for Paragraph A2 (which restricts fires to residential districts);
5. The Village or the Fire Department may order the fires extinguished if the fires become unsafe or if there are complaints about smoke or odors
6. Face masks shall be worn by customers and volunteers at all times when social distancing is not possible, and other safe practices necessary for compliance with the appropriate phase of Recover Illinois shall be followed at all times.

Consensus to forward this to the Village Board for approval with the considerations outlined above is recommended.



VILLAGE OF ALGONQUIN SCHEDULE OF MEETINGS

November 2, 2020

The following meetings are scheduled to be held by the Village Board or Village Commission. Due to COVID 19, some meetings may be held remotely. Meeting information, which includes meeting location, remote log in information, and meeting agendas can be found by visiting www.algonquin.org. Full agendas for meeting will also be posted at the Ganek Municipal Center, as required by law, not less than 48 hours in advance of the scheduled meeting. Each agenda will include the location of the meeting and/or the remote log in information for each meeting.

November 3, 2020	Tuesday	7:30 PM	Village Board Meeting	REMOTE
November 4, 2020	Wednesday	5:00 PM	Police Pension Meeting	REMOTE
November 9, 2020	Monday	7:30 PM	Planning & Zoning Commission Meeting-Cancelled	N/A
November 10, 2020	Tuesday	7:30 PM	Committee of the Whole Meeting	HYBRID
November 11, 2020	Wednesday	7:00 PM	Historic Commission Meeting	HVH
November 14, 2020	Saturday	8:30 AM	Historic Commission Workshop	HVH
November 17, 2020	Tuesday	7:30 PM	Village Board Meeting	HYBRID
November 17, 2020	Tuesday	7:45 PM	Committee of the Whole Meeting	HYBRID

ALL MEETINGS AND/OR TIMES ARE SUBJECT TO CHANGE OR CANCELLATION.

ALL CHANGES AND/OR CANCELLATIONS WILL BE POSTED AT THE GANEK MUNICIPAL CENTER AND
WWW.ALGONQUIN.ORG



VILLAGE OF ALGONQUIN
GENERAL SERVICES ADMINISTRATION

- M E M O R A N D U M -

DATE: October 26, 2020

TO: Tim Schloneger, Village Manager

FROM: Michael Kumbera, Assistant Village Manager

SUBJECT: *Kane County Coronavirus Relief Funds IGA*

The U.S. Department of Treasury allocated \$92,900,218 of Coronavirus Relief Funds (CRF) to Kane County under the CARES Act to help alleviate the impact of the COVID-19 pandemic. Kane County is distributing a portion of these funds to local jurisdictions within the county.

Through this program, the Village of Algonquin has been allocated \$518,699 for COVID-19 related reimbursements. As a reimbursement program, the Village must submit evidence of expenditures, along with meeting eligibility standards, prior to receiving the funds.

Staff recommends the Village Board approve a resolution authorizing the Village to enter into an intergovernmental agreement with Kane County to be a recipient of the CRF distribution.



2020 - R -
VILLAGE OF ALGONQUIN
RESOLUTION

WHEREAS, the Village of Algonquin (“Village”), McHenry and Kane counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Resolution constitutes an exercise of the Village’s home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, the CARES Act established the Coronavirus Relief Fund (“CRF”), which provides aid to certain eligible local governments to address necessary expenditures due to the COVID-19 Public Health Emergency; and

WHEREAS, federal guidance issued by the U.S. Department of Treasury indicates that a unit of local government may transfer a portion of its CRF funding to a smaller unit of local government provided that such transfer qualifies as a “necessary expenditure” to the Public Health Emergency and meets the criteria of Section 601 (d) of the Social Security Act as added by Section 5001 of the CARES Act; and

WHEREAS, the President and Board of Trustees of the Village of Algonquin authorize the execution of an intergovernmental agreement with Kane County as attached in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Algonquin, McHenry and Kane Counties, Illinois as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated into this Resolution as findings of the President and Board of Trustees.

SECTION 2: Effective Date. This Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees.

Voting Aye:
Voting Nay:
Abstain:
Absent:

DATED this ____ day of _____, 2020

(seal)

APPROVED:

Debby Sosine, Acting Village President

ATTEST:

Michelle Weber, Deputy Village Clerk

**INTERGOVERNMENTAL RECIPIENT AGREEMENT FOR
CORONAVIRUS RELIEF FUNDS**

Between COUNTY OF KANE, ILLINOIS and Village of Algonquin (Recipient)

THIS AGREEMENT entered this 13th day of October, 2020, by and between the County of Kane, Illinois, a body politic and corporate of the State of Illinois, (herein called “Kane County”), and Village of Algonquin (herein called “Recipient”) governs disbursement of Coronavirus Relief Funds by Kane County to Recipient. Kane County and Recipient shall sometimes be referred to herein individually as the “Party” and collectively as the “Parties.”

WHEREAS, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

WHEREAS, on March 27, 2020, the President of the United States signed into law the Coronavirus Aid, Relief, and Economic Security Act (the “CARES Act”); and

WHEREAS, the CARES Act established the Coronavirus Relief Fund (“CRF”), which provides aid to certain eligible local governments to address necessary expenditures due to the COVID-19 Public Health Emergency; and

WHEREAS, Kane County qualified as an eligible local government and received CRF funding from the U.S. Department of Treasury as it is a unit of local government with an excess of 500,000 residents; and

WHEREAS, federal guidance issued by the U.S. Department of Treasury indicates that a unit of local government may transfer a portion of its CRF funding to a smaller unit of local government provided that such transfer qualifies as a “necessary expenditure” to the Public Health Emergency and meets the criteria of Section 601 (d) of the Social Security Act as added by Section 5001 of the CARES Act; and

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) and other applicable law permit and encourage units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

WHEREAS, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings, and

WHEREAS, Kane County acknowledges that there are local municipalities and other entities within Kane County that did not directly receive a portion of CRF and Kane County, through the spirit of intergovernmental cooperation, desires to provide a portion of its CRF funding to aid such local municipalities and other entities in addressing the impacts of the COVID-19 Public Health Emergency; and

WHEREAS, much uncertainty remains regarding future costs the County and local municipalities will be forced to bear related to the coronavirus emergency, and

WHEREAS, much uncertainty exists as to the potential for future allocations of federal or state monies to defray those future costs, and

WHEREAS, this agreement is intended to promote the most efficient distribution of resources which have been made available to the State of Illinois and the County of Kane to benefit the citizens of Kane County, and

WHEREAS, Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act requires that units of local government use the funds received to cover only those costs that (1) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19; (2) were not accounted for in the budget most recently approved as of March 27, 2020, (the date of enactment of the CARES Act) for the state or local government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, in order to reimburse Recipient for funds to pay necessary expenditures which it has incurred due to the COVID-19 public health emergency, the Parties have agreed that Kane County, in its sole and absolute discretion, may reimburse Recipient for eligible expenses as provided herein.

NOW, THEREFORE, the Parties mutually agree as follows:

I. AGREEMENT TERM & SURVIVAL OF TERMS

- A. This Agreement shall become effective on the date of execution, and end on December 30, 2020 (the “Initial Term”). With regard to all dates and time periods set forth, or referred to, in this Agreement, time is of the essence, and Recipient acknowledges it shall comply with its obligations within the required timeframe.
- B. This Agreement may be extended beyond the Initial Term only upon the written approval of both Parties; provided, however, that all terms and conditions of this Agreement shall remain in full force and effect unless this Agreement is specifically amended.
- C. Kane County, in its sole and absolute discretion, may terminate this Agreement at any time.
- D. Those terms relating to the parties’ obligations to maintain records and provide records, the Recipient’s indemnification of Kane County, representations and warrants of the Recipient as to Kane County population count, and all other representations and warrants of the Recipient shall survive the termination of this Agreement, including, but not limited to surviving the time period for conducting any audit(s) or any time periods for concluding other residual responsibilities of Kane County or the Recipient.

II. ACTIVITIES & ELIGIBLE EXPENSES

A. Activities

Recipient shall be responsible for administering all COVID-19 response activities in a manner satisfactory to Kane County and consistent with any standards required as a condition of providing these funds. Allowable activities must be directly tied to response and recovery efforts related to COVID-19 and must be allowable pursuant to the CRF requirements.

B. Eligible Expenses

Kane County, in its sole and absolute discretion, may reimburse and/or provide funding to Recipient for “Eligible Expenses” as described on Attachment A of this Agreement. Notwithstanding anything herein to the contrary, “Eligible Expenses” shall not include lost revenue. Failure of Recipient to comply with the provisions of this Agreement, including non-compliance with 2 C.F.R. 200, may result in expenses being disallowed, withholding of federal funds, and/or termination of this Agreement.

III. NOTICES

A. Legal Notices

Legal notices to Kane County as required by this Agreement shall be delivered in writing, and addressed to Kane County as set forth below. Legal notices to Recipient as required by this Agreement shall be in writing, and addressed to Recipient as set forth below. All such legal notices shall also be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested.

KANE COUNTY STATE’S ATTORNEY’S OFFICE
ATTN: CIVIL DIVISION
RE: CRF ALLOCATION LEGAL NOTICES
100 S. THIRD STREET, 4th FLOOR
GENEVA, IL 60134

Recipient Information for Legal Notices:

Name of Recipient: Village of Algonquin

Address: Attn: Village Manager's Office
2200 Harnish Drive
Algonquin, IL 60102

B. Communications and Notices, Other than Legal Notices

Other than legal notices, all other communications and notices may be sent between the parties via email or U.S. Mail, as addressed below:

Kane County Coronavirus Relief Fund Program Manager
Attn: Faviola Guzman
100 S. Third Street, 4th Floor
Geneva, IL 60134
crf@co.kane.il.us

Recipient Information for Notices, other than Legal Notices, and all other Communications:

Name of Recipient: Village of Algonquin

Address: Attn: Michael Kumbera
2200 Harnish Drive
Algonquin, IL 60102

Email: michaelkumbera@algonquin.org

IV. TERMS & CONDITIONS

The following requirements are applicable to all activities undertaken with CRF funds. The County, by and through departments or Third-Party Consultant hired by the State's Attorney's Office, shall process requests for reimbursement received subject to the requirements set forth herein.

A. Compliance with State and Local Requirements

Recipient acknowledges that this Agreement requires compliance with the regulations of the State of Illinois and with all applicable state and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement.

B. Compliance with Federal Requirements

Recipient acknowledges that Eligible Expenses reimbursed by Kane County to Recipient are not considered to be grants but are "other financial assistance" under 2 C.F.R. 200.40. This Agreement requires compliance with certain provisions of Title 2 C.F.R. 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Recipient agrees to comply with all applicable federal laws, regulations, and policies governing the funds provided under this Agreement. Recipient further agrees to utilize available funds under this Agreement to supplement rather than supplant funds otherwise available.

During the performance of this Agreement, the Recipient shall comply with all applicable federal laws and regulations, including, but not limited to, the following:

- Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. 7501-7507).
- Recipients are subject to a single audit or program specific audit pursuant to 2 C.F.R. 200.501(a) when Recipient spends \$750,000 or more in federal awards during their fiscal year.
- Fund payments are subject to 2 C.F.R. 200.303 regarding internal controls.
- Fund payments are subject to 2 C.F.R. 200.330 through 200.332 regarding Recipient monitoring and management.
- Fund payments are subject to Subpart F regarding audit requirements.

With respect to any conflict between such federal requirements and the terms of this Agreement and/or the provisions of state law and except as otherwise required under federal law or regulation, the more stringent requirement shall control.

C. Hold Harmless

Recipient shall hold harmless, release, and defend Kane County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Recipient's performance or nonperformance of the services or subject matter called for in this Agreement. Recipient agrees to hold Kane County harmless for any evaluation and/or advice which Kane County provided in its application and review process as to whether requested reimbursement(s) are/were permissible uses of CRF.

D. Indemnification

Recipient shall indemnify Kane County, its officers, agents, employees, and the federal awarding agency, from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by Recipient and/or its agents, employees or sub-contractors, excepting only loss, injury or damage determined to be solely caused by the gross negligence or willful misconduct of personnel employed by Kane County. It is

the intent of the Parties to this Agreement to provide the broadest possible indemnification for Kane County. This indemnification shall include, but is not limited to, instances where Kane County relied upon the certification of the Recipient that such expenses which the Recipient sought to have reimbursed from CRF were eligible, and met all requirements for reimbursement, but where the Office of the Inspector General, or any other federal person, official, or agency which is charged with the auditing and review of expenditures of CRF determines that such expenses and/or reimbursement was not permitted under the CARES Act, the Recipient agrees to indemnify, reimburse, and make whole Kane County for any funds which the government of the United States or its agencies seeks to, or does, recoup or collect in any manner, through litigation, by withholding other federal funds owed to Kane County, or otherwise. The Recipient further agrees to indemnify, reimburse, or make whole Kane County for any penalties associated with the federal government seeking to recoup the expended CRF which the County disbursed to the Recipient, including interest, attorney's fees, or any penalty provided by law. Recipient shall reimburse Kane County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which Recipient is obligated to indemnify, defend and hold harmless Kane County under this Agreement. Recipient shall also reimburse Kane County for all costs, expenses, and liabilities, including but not limited to, attorney's fees, and/or auditor/auditing fees, as a result of any challenge to the eligibility of reimbursements to Recipient by the federal government.

E. Misrepresentations & Noncompliance

Recipient hereby asserts, certifies and reaffirms that all representations and other information contained in Recipient's Kane County Unit of Government Application for Coronavirus Relief Funds (see Section V.J.(1)),, subsequent requests for reimbursement or any agreed-upon budget modifications are true, correct and complete, to the best of Recipient's knowledge. Recipient acknowledges that all such representations and information have been relied on by Kane County to provide the funding under this Agreement.

Recipient shall promptly notify Kane County, in writing, of the occurrence of any event or any material change in circumstances which would make any of Recipient representation(s) or information untrue or incorrect or otherwise impair Recipient's ability to fulfill Recipient's obligations under this Agreement.

F. Workers' Compensation

Recipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

G. Insurance

Recipient shall carry sufficient insurance coverage to protect any funds provided to Recipient under this Agreement from loss due to theft, fraud and/or undue physical damage. Recipients that are self-insured shall maintain excess coverage over and above its self-insured retention limits.

H. Amendments

This Agreement may be amended at any time only by a written instrument signed by both Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either Party from its obligations under this Agreement. Kane County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties. The Parties otherwise contemplate that the terms of this Agreement shall incorporate any subsequent amendments to the CARES Act or regulations promulgated by the Treasury or other federal agency, without need for further written amendment to this Agreement and the Recipient agrees to adhere to any amendments to the CARES Act or related federal regulations.

I. Suspension or Termination

Kane County may suspend or terminate this Agreement if Recipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and federal awarding agency guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of Recipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Recipient to Kane County reports that are incorrect or incomplete in any material respect.

J. Program Fraud & False or Fraudulent Statements or Related Acts

Recipient must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Recipient pertaining to any matter resulting from a contract.

K. Debarment / Suspension and Voluntary Exclusion

1. Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension).
2. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract award must not be made to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at www.sam.gov.

L. Governing Law and Venue. This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Kane County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

M. The County, by receiving and processing the reimbursement requests of Recipient, does not guarantee approval of the reimbursement requests by the Kane County Board or its authorized agents or committees, the United States Department of Treasury, or the Office of the Inspector General.

V. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

Recipient agrees to comply with and agrees to adhere to appropriate accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all Eligible Expenses.

B. Duplication of Benefits; Subrogation

Recipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115–254; 132 Stat. 3442), which amended section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155).

If Recipient receives duplicate benefits from another source, Recipient must refund the benefits provided by Kane County to Kane County.

Recipient must execute and deliver a Duplication of Benefits and Subrogation Agreement (“Duplication of Benefits Certification”), in the form attached hereto as Attachment B. Recipient shall comply with all terms and conditions of the Duplication of Benefits Certification, including, without limitation, Recipient’s obligation to promptly notify Kane County of any disaster assistance received from any other source.

C. Documentation & Recordkeeping

As required by 2 C.F.R. 200.331(a)(5), Kane County, or any duly authorized representative of Kane County, shall have the right of access to any records, documents, financial statements, papers, or other records of Recipient that are pertinent to this Agreement, in order to comply with any audits pertaining to funds allocated to Recipient under this Agreement. The right of access also includes timely and reasonable access to Recipient's personnel for the purpose of interview and discussion related to such documents. The right of access is not limited to the required retention period, as set forth in paragraph D below, but lasts as long as the records are retained.

D. Record Retention

Recipient shall retain sufficient records, which may include, but are not limited to financial records, supporting documents, statistical records, and all other Recipient records pertinent to the Agreement to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from funds under this Agreement, for a period of ten (10) years from the date of submission of the final expenditure report.

In circumstances where the reimbursement request has been granted and records are needed to justify the reimbursement to the Office of the Inspector General or any other office, official, or department which may later become responsible for auditing disbursements of CARES Act funds, failure by the Recipient to provide records, for any reason, including but not limited to the prior destruction of records, shall constitute a breach of this Agreement. The sole and exclusive remedy for such a breach is that the Recipient shall be responsible for repayment of any disbursement which the Office of Inspector General, or its successor, finds improper, unsupported, or unable to be verified. Additionally, the Recipient agrees to indemnify, or make whole Kane County for any penalty assessed against the Kane County based upon the Recipient’s failure to retain or provide records.

E. Internal Controls

Recipient must comply with 2 C.F.R. 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement and provide reasonable assurance that the Recipient is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission.

F. Personally Identifiable Information

Recipient must comply with 2 C.F.R. 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. 200.82, and other information designated as sensitive or the Recipient considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

G. Monitoring & Compliance

Kane County has the right to and shall evaluate the Recipient’s risk of noncompliance and monitor the activities of Recipient as necessary to ensure that the CRF funds are used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of this Agreement. Monitoring of Recipient shall include reviewing invoices for eligible expenses, reviewing payroll logs, applicable contracts and other documentation that may be requested by Kane County to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Recipient by Kane County.

Kane County has the right to and shall verify that Recipient is audited as required by 2 C.F.R. Part 200 Subpart F—Audit Requirements. Kane County may take enforcement action against a noncompliant Recipient as described in 2 C.F.R. 200.338. Remedies for noncompliance of this part and in program regulations.

H. Close-Outs

Recipient shall close-out its use of funds under this Agreement by complying with the closeout procedures set forth in 2 C.F.R. 200.343 and the procedures described below. Recipient's obligation to Kane County will not terminate until all close-out requirements are completed.

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that Recipient has control over funding provided under this Agreement.

I. Audits & Inspections

All Recipient records with respect to any matters covered by this Agreement shall be made available to Kane County, the Federal awarding agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be resolved by Recipient within 30 days after notice of such deficiencies by the Recipient. Failure of Recipient to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

If Recipient expends \$750,000 or more in total federal awards (all programs) in a single year, Recipient must have a Single Audit or Program-Specific Audit pursuant to 2 C.F.R 200.501(a). Issues arising out of noncompliance identified in a Single or Program-Specific Coronavirus Relief Funds audit are to receive priority status of remediation or Kane County may require return of all funds to Kane County by Recipient.

J. Payment & Reporting Procedures

1. Payment Procedures

Kane County will pay to the Recipient funds available under this Agreement based upon information submitted by the Recipient and consistent with the allocations and disbursement policies established by Kane County. Payments will be made for eligible expenses included in Budget Forms approved by Kane County already incurred since March 1, 2020 that were not included in the most recent approved budget as of March 27, 2020 *and* eligible expenses that will be incurred through December 30, 2020. Recipients must first complete a Kane County Unit of Government Application for Coronavirus Relief Funds. Once that Application is approved, the Recipient will submit requests for reimbursements of eligible expenses actually incurred by the Recipient. The County shall pay up the Recipient from funds received from the U.S. Department of Treasury and provided herein. Such funds shall be used for payment of expenses eligible under the CARES Act and specifically listed in the budgets attached hereto as Exhibit C.

Recipients should maintain a financial file with copies of back-up documentation for all paid eligible expenditures made by the Recipient during the eligible period. Documentation of expenditures will be reviewed and verified upon receipt by Kane County.

- a. Requests for reimbursement must be submitted through the on-line application processes, at www.countyofkane.org/Pages/CRF.aspx. Incomplete applications may result in a delay in a decision regarding of reimbursement requests.
- b. Upon receipt of the Applications, Kane County will confirm receipt of application by email.
- c. The received application will be reviewed and Recipient will receive a Notification Letter by email indicating denial and/or approval of the request within approximately 10 days.
- d. Notification Letters approving requested funds will contain detailed instructions regarding delivery of approved funds to Recipient. Receipt of approved funds will be contingent on a fully executed Intergovernmental and Recipient Agreement.
- e. The Recipient must get approval of and retain documentation for any required modifications to the original Kane County Unit of Government Application for Coronavirus Relief Funds and attached budget to account for any eligible expenditures that were not reflected in the original budget.

2. Reporting Procedures. Recipient will be required to tender to Kane County records addressing how the funding was used for eligible expenses. Such reporting may include documentation of invoices, submission of payroll logs, proof of contracts, etc. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds from the Recipient.

VI. Personnel & Participation Conditions

1. Hatch Act

Recipient must comply with provisions of the Hatch Act of 1939 (Chapter 15 of Title V of the U.S.C.) limiting the political activities of public employees, as it relates to the programs funded.

2. Conflict of Interest

The Recipient shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise

when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

VII. ATTACHMENTS

All attachments to this Agreement are incorporated as if set out fully. In the event of any inconsistencies or conflict between the language of this Agreement and the attachments, the language of the attachments shall control, but only to the extent of the conflict or inconsistency.

This Agreement contains the following attachments:

- Attachment A – Eligible Expenses
- Attachment B – Duplication of Benefits Certification
- Attachment C – Budget forms, to be appended upon approval by Kane County

VIII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IX. WAIVER

Kane County's failure to act with respect to a breach by the Recipient does not waive its right to act with respect to subsequent or similar breaches. The failure of Kane County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

X. CERTIFICATION

The Recipient hereby certifies that they have the authority and approval from its governing body to execute this Agreement and request reimbursement from Kane County from the allocation of the Coronavirus Relief Fund provided to Kane County for eligible expenditures. The Recipient further certifies the funds received for reimbursement from the Coronavirus Relief Funds were or will be used only to cover those costs that:

- a. Are *necessary expenditures* incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- b. Were not accounted for in the budget most recently approved as of March 27, 2020; and
- c. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Recipient understands any award of funds pursuant to this agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure and that the Recipient has reviewed the guidance established by U.S. Department of the Treasury and certify costs meet the required guidance. Any funds expended by the Recipient or its subcontractor(s) in any manner that does not adhere to official federal guidance shall be returned to Kane County.

Recipient agrees that they will retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 *Retention requirements for records* of 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Recipient understands any funds provided pursuant to this agreement cannot be used as a revenue replacement for lower than expected tax or other revenue collections and cannot be used for expenditures for which the Recipient has received any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense.

XI. SUBAWARD INFORMATION

The Federal Award associated with this Agreement is as follows:

CFDA Number:	21.019
Title:	Coronavirus Relief Fund
Federal Awarding Agency:	United States Treasury

The following information is provided pursuant to 2 C.F.R. 200.331(a)(1):

- Recipient's name (must match the name associated with its unique entity identifier): **Village of Algonquin**
- Recipient's unique entity identifier (DUNS): **070161971**
- Federal Award Identification Number (FAIN): **SLT0201**
- Federal Award Date: **March 27, 2020**
- Subaward Period of Performance Start and End Date: July 1, 2020, through December 30, 2020.
- Total Amount of Federal Funds allocated to the Recipient: **\$518,699.00**
- Federal Award Program Description:

Kane County has received Coronavirus Relief Funds pursuant to the CARES Act, a portion of which it has chosen to allocate in the spirit of intergovernmental cooperation to units of local government. Units of local government may apply for County awarded Coronavirus Relief Funds pursuant to the following procedures and consistent with eligibility guidance. Available funds will be distributed to units of local government consistent with their respective allocations and based on the type of expenditure, the volume of requests, and the balance of funds available.

- Name of Federal Awarding Agency: Department of Treasury
- Name of pass-through entity: County of Kane, Illinois
- Contact Information for pass-through entity:

Kane County Coronavirus Relief Fund Program Manager

Attn: Faviola Guzman

100 S. Third Street, 4th Floor

Geneva, IL 60134

crf@co.kane.il.us

- Award is for Research & Development (R&D): No

XII. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to Kane County’s allocation of CRF funding to Recipient. This Agreement is subject to availability of Federal assistance under the Coronavirus Relief Funds as authorized under the CARES Act. Kane County has no legal requirement to provide funding to any Recipient.

VI. SIGNATURE AUTHORITY

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of Recipient. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer’s authority to execute the Agreement for and on behalf of the Recipient must be attached to the Agreement for review by Kane County. The following signatory on behalf of Kane County has been authorized to execute this Agreement by resolution of the Kane County Board or authorized committee thereof.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

Recipient: Village of Algonquin

Signed: _____
Its Duly Authorized Agent

Printed Name: Debby Sosine

Title: Acting Village President

Date: _____

KANE COUNTY, ILLINOIS

Recipient: _____

Signed: _____
Its Duly Authorized Agent

Printed Name: _____

Title: _____

Date: _____

OFFICE OF THE KANE COUNTY STATE’S ATTORNEY

ATTACHMENT A – ELIGIBLE EXPENSES

Eligible expenses are subject to approval by Kane County and are contingent on their allowance under the respective funding sources. Eligible expenses are those incurred for response and recovery activities as a result of a declared emergency. Kane County will review all expenses submitted for reimbursement. Reimbursement shall only be made for eligible expenses that are directly tied to response and recovery activities related to COVID-19. Expenses must be allowable pursuant to the Federal agency award requirements. Expenses listed below are taken directly from the guidance of the U.S. Department of Treasury, as of nonexclusive.

Eligible Coronavirus Relief Fund (CRF) Expenses

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that—

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Eligible expenditures, which fit within the three CARES Act requirements outlined above, include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19- related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.

Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. [NOTE: Kane County will only approve payroll expenses for public safety, public health, health care, human services, or similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency, if those expenses were wholly unbudgeted OR if budgeted, were payroll expenses that were diverted for a substantially different use, i.e., payroll for those employees' whose work was diverted for substantially different functions due to the COVID-19 public health emergency. For administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, if unbudgeted, if budgeted – see above. For administrative convenience, public health and public safety employees are presumed to have been substantially dedicated to mitigating or responding to the COVID-19 public health emergency, if unbudgeted, if budgeted – see above.]

3. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
4. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria, excluding costs associated in conducting Coronavirus Relief Fund Single or Program-Specific audits.

ATTACHMENT B – DUPLICATION OF BENEFITS CERTIFICATION

In consideration of Recipient’s receipt of funds or the commitment of funds by Kane County, Recipient hereby assigns to Kane County all of Recipient’s future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies or coverage or any other reimbursement or relief program related to or administered by the Federal Emergency Management Agency, the Small Business Administration or any other source of funding that were the basis of the calculation of the portion of the Coronavirus Relief Funding transferred to the Recipient under the Intergovernmental and Recipient Agreement for Coronavirus Relief Funds Agreement entered into by and between Kane County, Illinois, and Village of _____ Algonquin on October 13, 2020. Any such funds received by the Recipient shall be referred to herein as “additional funds.”

Additional funds received by the Recipient that are determined to be a Duplication of Benefits (“DOB”) shall be referred to herein as “DOB Funds.” Recipient agrees to immediately notify Kane County of the source and receipt of additional funds related to the COVID-19 pandemic. Kane County shall notify the Federal awarding agency of the additional funding reported by Recipient to Kane County. Recipient agrees to reimburse Kane County for any additional funding received by the Recipient if such additional funding is determined to be a DOB by Kane County, the Federal awarding agency or an auditing agency. Recipient further agrees to apply for additional funds that the Recipient may be entitled to under any applicable Disaster Program in an effort to maximize funding sources available to the Recipient and Kane County.

Recipient acknowledges that in the event that Recipient makes or files any false, misleading, or fraudulent statement and/or omits or fails to disclose any material fact in connection with the funding under this Agreement, Recipient may be subject to civil and/or criminal prosecution by federal, State and/or local authorities. In any proceeding to enforce this Agreement, Kane County shall be entitled to recover all costs of enforcement, including actual attorney’s fees.

Recipient: Village of Algonquin

Signed: _____

Its Duly Authorized Agent

Printed Name: Debby Sosine

Title: Acting Village President

Date: _____

**ATTACHMENT C – Budget Worksheet Documents, *to be appended upon approval of
Kane County**

Coronavirus Relief Fund Project Budget Summary

Eligible costs incurred between March 1, 2020 through August 31, 2020

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Recipient Information

Recipient:	Village of Algonquin	DUNS Number:	070161971
	2200 Harnish Dr.	Federal Employer ID:	366005766
Address:	Algonquin, IL 60102	Contact Name:	Michael Kumbera
Phone #:	847-658-2700		

Summary of Expense Types	Total Amount Requested by Expense Type (amounts will autocalculate from each tab)
Payroll	\$963,344.02
Commodities	\$0.00
Contractual Services	\$0.00
Other	\$0.00
Totals	\$963,344.02

Kane County Use	Recipient Certification and Authorization												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Additions:</td> <td style="width: 10%;">\$</td> <td style="width: 10%; text-align: center;">-</td> </tr> <tr> <td>Deletions:</td> <td>\$</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Less Deductions:</td> <td>\$</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Approved For Payment:</td> <td>\$</td> <td style="text-align: center;">-</td> </tr> </table>	Additions:	\$	-	Deletions:	\$	-	Less Deductions:	\$	-	Approved For Payment:	\$	-	<p>I hereby certify that I have reviewed the costs contained in this request for reimbursement and represent that, to the best of my knowledge all costs included are true and correct costs incurred by the service provider.</p> <p>I further certify that all costs included in this request are in accordance with the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), its applicable administrative requirements and the U.S. Treasury's Coronavirus Relief Fund (CRF) and are in compliance with the budget and terms of the underlying the Recipient's Intergovernmental Agreement and any other contract(s) authorizing the actual costs.</p>
Additions:	\$	-											
Deletions:	\$	-											
Less Deductions:	\$	-											
Approved For Payment:	\$	-											
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Audited by:</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Approved by:</td> <td></td> <td></td> </tr> <tr> <td>Date Received</td> <td></td> <td></td> </tr> </table>	Audited by:			Approved by:			Date Received						
Audited by:													
Approved by:													
Date Received													
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: center;">Michael Kumbera</td> <td style="width: 40%; text-align: center;">9/10/2020</td> </tr> <tr> <td style="text-align: center;">Signature of Authorized Recipient</td> <td style="text-align: center;">Date</td> </tr> <tr> <td>Date Submitted to Kane County</td> <td style="text-align: center;">9/11/2020</td> </tr> </table>	Michael Kumbera	9/10/2020	Signature of Authorized Recipient	Date	Date Submitted to Kane County	9/11/2020						
Michael Kumbera	9/10/2020												
Signature of Authorized Recipient	Date												
Date Submitted to Kane County	9/11/2020												

Coronavirus Relief Fund Project Budget and Narrative

Eligible costs incurred between March 1, 2020 through August 31, 2020

Instructions: In Column B below, describe each of the payroll expenses (Salaries and Benefits) in detail by including each salary and benefit on its own line. Please be sure to follow the example in gray font below. In Column C, provide a justification for this expense by specifically explaining how the cost was/is used to aid in relief during the COVID-19 Pandemic. In Column D, provide a total expense for each line item for which reimbursement is requested. The total of Column D will be shown once expenses are entered and will be linked to the Budget Summary tab. Please ensure all detail is recorded and calculations are accurate.

Note: Examples are provided in gray font in the cells below. Please delete the examples and enter your organization's actual expenses, justification and amount requested.

Payroll

Eligible Expense Type	Expense and Description	Justification for Eligibility Under the U.S. Department of Treasury Guidelines and Kane County CRF	Amount Requested
Payroll	<u>Sworn Police Personnel Expenses - May 2020:</u> This includes all payroll-related expenses for 47 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders. Includes Police Chief, Deputy Police Chief, Police Sergeant, and Police Officer.	The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.	\$ 475,069.34
	<u>Sworn Police Personnel Expenses - June 2020:</u> This includes all payroll-related expenses for 47 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders. Includes Police Chief, Deputy Police Chief, Police Sergeant, and Police Officer.	The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.	\$ 488,274.68
	Total		\$963,344.02

Coronavirus Relief Fund Project Budget Summary

Eligible costs to be incurred between September 1, 2020 through December 30, 2020

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Recipient Information

Recipient:	Village of Algonquin	DUNS Number:	070161971
Address:	2200 Harnish Dr. Algonquin, IL 60102	Federal Employer ID:	366005766
Phone #:	847-658-2700	Contact Name:	Michael Kumbera

Summary of Expense Types	Total Amount Requested by Expense Type (amounts will autocalculate from each tab)
Payroll	\$1,785,483.87
Commodities	\$0.00
Contractual Services	\$0.00
Other	\$0.00
Totals	\$1,785,483.87

Kane County Use	Recipient Certification and Authorization								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Additions:</td> <td style="width: 50%; text-align: right;">\$ -</td> </tr> <tr> <td>Deletions:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Less Deductions:</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Approved For Payment</td> <td style="text-align: right;">\$ -</td> </tr> </table>	Additions:	\$ -	Deletions:	\$ -	Less Deductions:	\$ -	Approved For Payment	\$ -	I hereby certify that I have reviewed the costs contained in this request for reimbursement and represent that, to the best of my knowledge all costs included are true and correct costs proposed to be incurred by the service provider. I further certify that all costs included in this request are in accordance with the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), its applicable administrative requirements and the U.S. Treasury's Coronavirus Relief Fund (CRF) and are in compliance with the budget and terms of the underlying the Recipient's Intergovernmental Agreement and any other contract(s) authorizing the actual costs.
Additions:	\$ -								
Deletions:	\$ -								
Less Deductions:	\$ -								
Approved For Payment	\$ -								
Audited by:	Michael Kumbera								
Approved by:	9/10/2020								
	Signature of Authorized Recipient								
	Date								
Date Received	Date Submitted to Kane Coun 9/11/2020								

Coronavirus Relief Fund Project Budget and Narrative

Eligible costs to be incurred between September 1, 2020 through December 30, 2020

Instructions: In Column B below, describe each of the payroll expenses (Salaries and Benefits) in detail by including each salary and benefit on its own line. Please be sure to follow the example in gray font below. In Column C, provide a justification for this expense by specifically explaining how the cost was/is used to aid in relief during the COVID-19 Pandemic. In Column D, provide a total expense for each line item for which reimbursement is requested. The total of Column D will be shown once expenses are entered and will be linked to the Budget Summary tab. Please ensure all detail is recorded and calculations are accurate.

Note: Examples are provided in gray font in the cells below. Please delete the examples and enter your organization's actual expenses, justification and amount requested.

Payroll

Eligible Expense Type	Expense and Description	Justification for Eligibility Under the U.S. Department of Treasury Guidelines and Kane County CRF	Amount Requested
Payroll	<p><u>Sworn Police Personnel Expenses - September 2020:</u> This includes all payroll-related expenses for 45 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders.</p>	<p>The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.</p>	\$450,000.00
	<p><u>Sworn Police Personnel Expenses - October 2020:</u> This includes all payroll-related expenses for 45 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders.</p>	<p>The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.</p>	\$450,000.00
	<p><u>Sworn Police Personnel Expenses - November 2020:</u> This includes all payroll-related expenses for 45 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders.</p>	<p>The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.</p>	\$450,000.00

	<p><u>Sworn Police Personnel Expenses - December 2020</u>: This includes all payroll-related expenses for 45 sworn law enforcement officers during the month, all of whom, in full or in part, supported the management and enforcement of stay-at-home orders. This month is pro-rated to 30 days instead of 31.</p>	<p>The guidance states that CRF funds may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive of the relevant government determines that specific circumstances indicate otherwise.</p>	\$435,483.87
	Total		