



MEETING AGENDA

Village Council

Mayor John Mahoney

Village Clerk Marie Arrigoni

Commissioner Dan Polk

Commissioner Nicole Milovich-Walters

Commissioner G. Darryl Reed

Commissioner James Pavlatos

REVISED 12/6/2018

Monday, December 10, 2018

7:30 PM

Kaptur Administrative Center

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) PLEDGE OF ALLEGIANCE**
- 4) APPROVAL OF MINUTES**
 - A. Regular Council meeting of November 26, 2018
- 5) RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS/HEARINGS**
 - A. Police Pension Fund presentation by Lauterbach & Amen, LLP
- 6) CONSENT AGENDA**

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately.

 - A. To pass a resolution authorizing the Village Clerk to make certain closed session minutes available for public inspection – Second Review 2018 – the resolution states the Village has reviewed closed session minutes and determined that a need for confidentiality still exists as to executive session minutes set forth on Exhibit “C”
 - B. To approve payment of invoices on the Warrant List dated December 10, 2018 in the amount of \$126,860.08
 - C. To approve the Supplemental Warrant List dated December 10, 2018 for manual checks, payroll, and recurring wire transfers in the amount of \$424,690.29
- 8) OLD BUSINESS**

9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS

10) INFORMATION & UPDATES

A. Public Works and Streets, Recreation Report

B. Building and Public Property Report

1. Building Department Report

2. To approve the resolution authorizing the execution of a Professional Services Agreement with H.R. Green Inc. relative to building plan review and inspection services – the resolution states the Village did a search of competent firms to provide the necessary scope of services relative to the building and zoning inspection work and determined HR Green, Inc. to be the best suited firm to do the work with fees for services based on the Basic Services as selected by the client and according to Company’s standard hourly rate fee schedule and the Village desires to continue its relationship with HR Green from the date of award to December 31, 2019

C. Public Health and Safety Report

1. Police Activity Report

2. To approve execution of an Intergovernmental Agreement between the Village of Palos Park and the Southwest Major Crimes Task Force

D. Accounts and Finances Report

1. To adopt an Ordinance Levying Taxes for all Corporate Purposes for the Village of Palos Park for the Fiscal Year beginning May 1, 2018 and ending April 30, 2019 – the ordinance is the Village’s request to receive property taxes levied on parcels within its corporate boundaries. It specifies the type and amount of property taxes the Village intends to receive from Cook County. The Tax Levy for 2018 is \$1,968,338.00

E. Mayor’s Report

F. Clerk’s Report

G. Manager’s Report

11) ANNOUNCEMENTS

12) CITIZENS AND VISITORS COMMENT PERIOD

13) ADJOURNMENT OF REGULAR MEETING

MINUTES OF THE BOARD OF COMMISSIONERS' MEETING

HELD ON NOVEMBER 26, 2018

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, November 26, 2018. Mayor Mahoney called the meeting to order at 7:30 p.m. Answering to roll call were Commissioners Milovich-Walters, Reed, Polk, Pavlatos, and Mayor Mahoney.

Also in attendance were Marie Arrigoni, Rick Boehm, Village Manager; Howard Jablecki, Assistant Village Attorney; Mike Sibrava, Public Works Director; Lauren Pruss, Community Development Director; Barb Maziarek, Joe Miller, Police Chief; Kathy May, Administrative Analyst; and Cathy Gabel, Deputy Clerk.

APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON NOVEMBER 12, 2018: Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to approve the minutes of the Regular Council Meeting held on November 12, 2018 as presented.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Milovich-Walters, Polk, Pavlatos, and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

ABSTAIN -1- Commissioner Reed

RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

WESTERN GROWTH AREA MASTER PLAN: In April 2018, the Village of Palos Park hired Houseal Lavigne Associates to prepare a plan to guide future growth and development in the newly annexed areas west of the Village. Tonight, John Houseal and Micho Murakish, Houseal Lavigne Associates, presented preliminary market study findings and land use plan and design guidelines for the Western Growth Area for the properties of Gleneagles Country Club, Mid-Iron Golf Course, Cog Hill Country Club and Ludwig Farms. On December 4, 2018 an open house will be held from 4p.m. – 7p.m. at the Kaptur Administrative Center to discuss the properties and receive input from residents.

HEARINGS: None

CONSENT AGENDA

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately.

Commissioner Reed moved, seconded by Commissioner Milovich-Walters to:

- A. To adopt an Ordinance declaring certain personal property owned by the Village as surplus and authorizing the donation of same – the ordinance states the Village has a 2008 Ford Crown Vic which is no longer necessary or useful and the best interest of the Village would be served by the sale of same at next available auction at Richie Brothers in Morris, IL for the best price offered
- B. To approve payment of invoices on the Warrant List dated November 26, 2018 in the amount of \$112,047.33

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Reed, Milovich-Walters, Polk, Pavlatos, and Mayor Mahoney
 NAYS: -0-
 ABSENT: -0-

OLD BUSINESS: None

BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS:

FRONT YARD SETBACK VARIATION FOR 7949 WEST 121ST STREET: Homeowners of 7949 W. 121st Street have filed an application requesting a variation from the requirements of Chapter 1268.02(e) Front Yards to build a 1,437 square foot second story addition to an existing non-conforming single family residence. Where the required front yard setback is 50 feet, the applicant is requesting a setback of 43.07 feet. The property is nonconforming with respect to lot size due to the lot containing only 17,315 square feet of lot area. The lot is unusual in that it also has frontage on the undeveloped Brand Avenue right-of-way and the front door of the house also faces Brand Avenue. The Zoning Ordinance is ambiguous as to which lot line is classified as the front lot line, and as such, utilizing 121st Street as the front lot line results in the most conforming lot. However, a variance must be granted to construct the proposed building addition. Zoning Board of Appeals met on November 19, 2018 to consider the variance request. Zoning Board of Appeals approved the requested 6.93 foot front yard setback variance with four (4) yes and zero (0) no votes.

Commissioner Reed moved, seconded by Commissioner Polk, to approve Ordinance 2018-36 granting a 6.93 foot front setback variance as required by Chapter 1268.02(e) of the Village of Palos Park Code.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Reed, Polk, Milovich-Walters, Pavlatos, and Mayor Mahoney
 NAYS: -0-
 ABSENT: -0-

INFORMATION & UPDATES:

COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, NICOLE MILOVICH-WALTERS:

SOUTHWEST HIGHWAY SANITARY SEWER: Commissioner Milovich-Walters reported the sewer line that runs in an easement at the rear of 11921, 11923 and 11931 Southwest Highway needs to be replaced because of several major defects found during televising. Spot repairs have been done already. The Village has received permission from the owner of the vacant lot at 11923 to access the area which will limit brush and tree removal. Public Works is requesting approval to complete the plans and specifications and go to bid at a date to be determined.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to approve Public Works completion of the plans and specifications for the Southwest Highway Sanitary Sewer and go out for bids at a date to be determined.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos, and Mayor Mahoney
 NAYS: -0-
 ABSENT: -0-

PAY ESTIMATE NO.3 AND FINAL 2019 PAVEMENT IMPROVEMENT PROJECT: Lindahl Bros. Inc. has completed all work related to the 2019 MFT Pavement Improvement Project. Public Works is recommending approval of Pay Estimate No. 3 and Final to Lindahl Bros. in the amount of \$42,203.29.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to approve Pay Estimate No. 3 and Final to Lindahl Bros. Inc. in the amount of \$42,203.29.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos, and Mayor Mahoney

NAYS: -0-

ABSENT:-0-

WAIVE BIDDING AND PURCHASE OF 2018 DODGE DURANGO POLICE MODEL: Since August 2018, two police vehicles have been put out of commission. Ford model vehicles are not available until the new model year which is Spring 2019. The Chevy Tahoe Police model was priced over \$34,000.00. Through an agreement with the Southwest Conference of Mayors, a police version of the Dodge Durango, silver in color, is available from Thomas Dodge in Highland, Indiana for \$26,147.00. The vehicle comes with a 100,000 mile power train warranty. The Village would be responsible for purchasing license plates.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to waive the bidding process and purchase a 2018 Dodge Durango Police Model from Thomas Dodge in Indiana in the amount of \$26,147.00

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos, and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

COMMISSIONER OF BUILDING & PUBLIC PROPERTY, G. DARRYL REED:

BUILDING DEPARTMENT REPORT: Commissioner Reed reported the Building Department issued sixteen (16) permits from November 7, 2018 – November 21, 2018 resulting in \$3,720.68 in fees. Fifty-three (53) inspections were completed during this time. No occupancy permits were issued. No Exaction Fees were collected.

COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:

POLICE YEAR END BENCHMARK: Commissioner Polk reported the Palos Park Police Department met their goal of 100 percent of their sworn police officers trained in Mental Health First Aid and De-escalation training. In the Mental Health First Aid course you learn risk factors and warning signs when an individual is experiencing a mental health crisis. The opportunity to practice – through role play, scenarios, and activities – makes it easier to apply these skills in a real-life situation.

CADET FOOD DRIVE: The Palos Park Police Cadets are holding their 18th Annual Holiday Food Drive. Donations will be accepted at the Palos Park Police Department through January 1, 2019. Donation boxes are also located in the lobby of the Kaptur Administrative Center. All donations will go to the Palos Township Food Pantry located at 10802 S. Roberts Road, Palos Hills, IL which helps out families residing in Palos Township. Towns within the Palos Township border include Hickory Hills, Worth, Willow Springs, Palos Hills, Palos Heights, Palos Park and parts of Orland Park. To request a pick-up and more information please call 708.671.3770.

FOOD FOR FINES PROGRAM: Palos Park Library is partnering with the Police Cadets with their “Food for Fines” program allowing you to donate can goods in lieu of money for unpaid fines. The can goods will benefit the Cadet Food Drive. Contact the library for more information.

COMMISSIONER OF ACCOUNTS AND FINANCES, JAMES PAVLATOS: Commissioner Pavlatos had no formal report or announcements this evening.

MAYOR’S REPORT: Mayor Mahoney had no formal report this evening however, he read several announcements.

CLERK’S REPORT: Clerk Arrigoni had no formal report or announcements this evening.

MANAGER’S REPORT: Manager Boehm had no formal report this evening.

CITIZENS AND VISITORS COMMENT PERIOD:

Bob Biel – Mr. Biel expressed his concern of potential health risks regarding 5G small wireless facilities.

ADJOURNMENT OF REGULAR COUNCIL MEETING: There being no further business, Commissioner Polk moved, seconded by Commissioner Milovich-Walters, to adjourn the meeting at 8:44 p.m.

Upon voice vote, the motion passed with 5 yes votes.

AYES: -5- Commissioners Polk, Milovich-Walters, Reed, Pavlatos, and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

Respectfully submitted,

Cathy A. Gabel
Deputy Village Clerk

Lauterbach & Amen, LLP
668 N. River Road
Naperville, IL 60563

Actuarial Valuation
as of May 1, 2018



PALOS PARK POLICE
PENSION FUND

Utilizing Data as of April 30, 2018
For the Contribution Year May 1, 2018 to April 30, 2019

LAUTERBACH & AMEN, LLP

Actuarial Valuation – Funding Recommendation



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

PALOS PARK POLICE PENSION FUND

Contribution Year Ending: April 30, 2019

Actuarial Valuation Date: May 1, 2018

Utilizing Data as of April 30, 2018

Submitted by:

Lauterbach & Amen, LLP
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Contact:

Todd A. Schroeder
October 9, 2018

LAUTERBACH & AMEN, LLP



TABLE OF CONTENTS

ACTUARIAL CERTIFICATION	1
MANAGEMENT SUMMARY	2
Contribution Recommendation	3
Funded Status.....	3
Management Summary – Comments and Analysis	4
Actuarial Contribution Recommendation - Reconciliation	8
VALUATION OF FUND ASSETS	9
Market Value of Assets.....	10
Market Value of Assets (Gain)/Loss	11
Development of the Actuarial Value of Assets	12
(Gain)/Loss on the Actuarial Value of Assets.....	12
Historical Asset Performance.....	13
RECOMMENDED CONTRIBUTION DETAIL	14
Actuarial Accrued Liability.....	15
Funded Status.....	15
Development of the Employer Normal Cost.....	16
Normal Cost as a Percentage of Expected Payroll.....	16
Contribution Recommendation	16
Actuarial Methods – Recommended Contribution.....	17
ILLINOIS STATUTORY MINIMUM CONTRIBUTION	18
Statutory Minimum Contribution	19
Funded Status – Statutory Minimum.....	19
Actuarial Methods – Illinois Statutory Minimum Contribution	21
ACTUARIAL VALUATION DATA	22
Active Employees	23
Inactive Employees.....	23
Summary Of Benefit Payments	23
ACTUARIAL FUNDING POLICIES	24
Actuarial Cost Method.....	25
Financing Unfunded Actuarial Accrued Liability	25
Actuarial Value of Assets	25
ACTUARIAL ASSUMPTIONS	26
Nature of Actuarial Calculations.....	27
Actuarial Assumptions in the Valuation Process	27
Actuarial Assumptions Utilized	28
SUMMARY OF PRINCIPAL PLAN PROVISIONS	30
Establishment of the Fund.....	31



TABLE OF CONTENTS

Administration	31
Employee Contributions	31
Normal Retirement Pension Benefit	31
Normal Retirement Pension Benefit - Continued.....	32
Early Retirement Pension Benefit.....	32
Pension to Survivors	33
Termination Benefit.....	34
Disability Benefit.....	35
GLOSSARY OF TERMS	36
Glossary of Terms.....	37



ACTUARIAL CERTIFICATION

This report documents the results of the actuarial valuation of the Palos Park Police Pension Fund. The purpose is to report the actuarial contribution requirement for the contribution year May 1, 2018 to April 30, 2019. Determinations for purposes other than meeting the employer's actuarial contribution requirements may be significantly different from the results herein.

The results in this report are based on information and data submitted by the Village of Palos Park, Illinois including studies performed by prior actuaries. We did not prepare the actuarial valuations for the years prior to May 1, 2018. Those valuations were prepared by other actuaries whose reports have been furnished to us, and our disclosures are based upon those reports. An audit of the information was not performed, but high-level reviews were performed for general reasonableness, as appropriate, based on the purpose of the valuation. The accuracy of the results is dependent upon the accuracy and completeness of the underlying information. The results of the actuarial valuation and these supplemental disclosures rely on the information provided.

The valuation results summarized in this report involve actuarial calculations that require assumptions about future events. The Village of Palos Park, Illinois selected certain assumptions, while others were the result of guidance and/or judgment. We believe that the assumptions used in this valuation are reasonable and appropriate for the purposes for which they have been used.

To the best of our knowledge, all calculations are in accordance with the applicable funding requirements, and the procedures followed and presentation of results conform to generally accepted actuarial principles and practices. The undersigned of Lauterbach & Amen, LLP, with actuarial credentials, meets the Qualification Standards of the American Academy of Actuaries to render this Actuarial Opinion. There is no relationship between the Village of Palos Park, Illinois and Lauterbach & Amen, LLP that impairs our objectivity.

The information contained in this report was prepared for the use of the Palos Park Police Pension Fund and the Village of Palos Park, Illinois in connection with our actuarial valuation. It is not intended or necessarily suitable for other purposes. It is intended to be used in its entirety to avoid misrepresentations.

Respectfully Submitted,

LAUTERBACH & AMEN, LLP

Todd A. Schroeder, EA





MANAGEMENT SUMMARY

Contribution Recommendation
Funded Status
Management Summary

MANAGEMENT SUMMARY

CONTRIBUTION RECOMMENDATION

	Prior Valuation*	Current Valuation
Contribution Requirement	\$313,958	\$372,057
Expected Payroll	\$628,629	\$694,114
Contribution Requirement as a Percent of Expected Payroll	49.94%	53.60%

*Recommended
Contribution
has Increased
\$58,099 from
Prior Year.*

FUNDED STATUS

	Prior Valuation*	Current Valuation
Normal Cost	\$187,079	\$198,313
Market Value of Assets	\$2,775,048	\$3,021,964
Actuarial Value of Assets	\$2,911,487	\$3,149,362
Actuarial Accrued Liability	\$6,608,314	\$6,639,741
Unfunded Actuarial Accrued Liability	\$3,696,827	\$3,490,379
Percent Funded		
Actuarial Value of Assets	44.06%	47.43%
Market Value of Assets	41.99%	45.51%

*Funded
Percentage has
Increased by
3.37% on an
Actuarial Value
of Assets Basis.*

*Prior Valuation completed by Timothy W. Sharpe, Actuary.



MANAGEMENT SUMMARY

MANAGEMENT SUMMARY – COMMENTS AND ANALYSIS

Contribution Results

The contribution recommendation is based on the funding policies and procedures that are outlined in the “Actuarial Funding Policies” section of this report.

The State of Illinois statutes for pension funds contain parameters that should be used to determine the minimum amount of contribution to a public pension fund. Those parameters and the resulting minimum contribution can be found in the “Illinois Statutory Minimum Contribution” section of this report.

Defined Benefit Plan Risks

Asset Growth:

Pension funding involves preparing plan assets to pay benefits for the members when they retire. During their working careers, assets need to build with contributions and investment earnings, and then the pension fund distributes assets during retirement. Based on the fund’s current mix of employees and funded status, the fund should be experiencing positive asset growth on average if requested contributions are made and expected investment earnings come in. In the current year, the fund asset growth was positive by approximately \$250,000.

Asset growth is important long-term. Long-term cash flow out of the pension fund is primarily benefit payments. Expenses make up a smaller portion. The fund should monitor the impact of expected benefit payments and the impact on asset growth in the future. In the next 5 years, benefits payments are anticipated to increase 65-70%, or approximately \$120,000. In the next 10 years, the expected increase in benefit payments is 125-130%, or approximately \$220,000.

Unfunded Liability:

Unfunded liability represents dollars we expect to be in the pension fund already for the fund members based on funding policy. To the extent dollars are not in the pension fund the fund is losing investment returns on those dollars going forward. Payments to unfunded liability pay for the lost investment earnings, as well as the outstanding unfunded amount. If payment is not made, the unfunded liability will grow.

In the early 1990s, many pension funds in Illinois adopted an increasing payment to handle unfunded liability due to a change in legislation. The initial payments decreased, and payments were anticipated to increase annually after that. In many situations, payments early on may be less than the interest on unfunded liability, which means unfunded liability is expected to *increase* even if contributions are at the recommended level.



MANAGEMENT SUMMARY

The current contribution recommendation includes a payment to unfunded liability that is approximately \$25,000 greater than interest on the unfunded liability. All else being equal and contributions being made, unfunded liability would be expected to decrease. The employer and the fund should anticipate currently that improvement in the funded percent will be mitigated in the short-term. The employer and the fund should understand this impact as we progress forward to manage expectations.

Actuarial Value of Assets:

The pension fund smooths asset returns that vary from expectations over a five-year period. The intention over time is that asset returns for purposes of funding recommendations are a combination of several years. The impact is intended to smooth out the volatility of contribution recommendations over time, but not necessarily increase or decrease the level of contributions over the long-term.

When asset returns are smoothed, there are always gains or losses on the Market Value of Assets that are going to be deferred for current funding purposes, and recognized in future years. Currently, the pension fund is deferring approximately \$130,000 in losses on the Market Value of Assets. These are asset losses that will be recognized in upcoming periods, independent of the future performance of the Market Value of Assets.

Plan Assets

The results in this report are based on the assets held in the pension fund. Assets consist of funds held for investment and for benefit payments as of the valuation date. In addition, assets may be adjusted for other events representing dollars that are reasonably expected to be paid out from the pension fund or deposited into the pension fund after the actuarial valuation date as well.

The current fund assets are audited.

The actuarial value of assets under the funding policy is equal to the fair market value of assets, with unexpected gains and losses smoothed over 5 years. More detail on the Actuarial Value of Assets can be found in the funding policy section of the report.

*The Plan
Assets Used in
this Report
are Audited.*



MANAGEMENT SUMMARY

Demographic Data

Demographic factors can change from year to year within a pension fund. Changes in this category include hiring new employees, employees retiring or becoming disabled, retirees passing away, and other changes. Demographic changes can cause an actuarial gain (contribution that is less than expected compared to the prior year) or an actuarial loss (contribution that is greater than expected compared to the prior year).

Demographic gains and losses occur when the assumptions over the one-year period for employee changes do not meet our long-term expectation. For example, if no employees become disabled during the year, we would expect a liability gain. If more employees become disabled than anticipated last year, we would expect a liability loss. Generally, we expect short-term fluctuations in demographic experience to create 1%-3% gains or losses in any given year, but to balance out in the long-term.

In the current report, the key demographic changes were as follows:

New Hires: The fund added 1 new active member in the current year through hiring. When a new member is admitted to the pension fund, the employer contribution will increase to reflect the new member.

Salary Increases: Salary increases were less than anticipated in the current year. All active members did not receive an increase in pay during the year. This caused a decrease in the recommended contribution in the current year of approximately \$19,000.

Assumption Changes

In the current valuation, the demographic assumptions were changed to the tables shown in the Actuarial Assumptions section of this report. The changes were made based on a study of Police Officers and Police Pension Funds in Illinois. The assumptions impacted include:

- Mortality Rates
- Mortality Improvement Rates
- Retirement Rates
- Disability Rates
- Termination Rates

We have also updated the mortality assumption to include mortality improvements as stated in the most recently released MP-2016 table. In addition, the rates are being applied on a fully-generational basis. See page 29 for more details on the specific mortality updates made.



MANAGEMENT SUMMARY

In the current valuation, certain economic assumptions were changed to the rates shown in the Actuarial Assumptions section of this report. The individual pay scale and total payroll growth assumptions have been updated based on review of the most recent collective bargaining agreement.

The above stated assumption changes were made to better reflect the future anticipated experience of the Fund. See the table on the following page for the impact of these changes on the current valuation.

Funding Policy Changes

The funding policy was changed from the prior year. The new funding policy represents a better fit for the goals of pension funding for all stakeholders. The change in the funding policy increased the recommended contribution by \$16,000.



MANAGEMENT SUMMARY

ACTUARIAL CONTRIBUTION RECOMMENDATION - RECONCILIATION

Actuarial liability is expected to increase each year for both interest for the year and as active employees earn additional service years towards retirement. Similarly, actuarial liability is expected to decrease when the fund pays benefits to inactive employees.

Contributions are expected to increase as expected pay increases under the funding policy for the Fund.

Other increases or decreases in actuarial liability (key changes noted below) will increase or decrease the amount of unfunded liability in the plan. To the extent unfunded liability increases or decreases unexpectedly, the contribution towards unfunded liability will also change unexpectedly.

	Actuarial <u>Liability</u>	Contribution <u>Recommendation</u>
Salary Increase Less than Expected	(192,650)	(18,947)
Demographic Changes	32,634	(151)
Assumption Changes	164,765	19,853
Funding Policy Changes	-	16,184
Asset Return Less than Expected *	-	5,438
Contributions Less than Expected	-	5,140
Total Actuarial Experience	<u>\$ 4,749</u>	<u>\$ 27,517</u>

*The impact on contribution due to asset performance is based on the Actuarial Value of Assets.

Key demographic changes were discussed in the prior section.





VALUATION OF FUND ASSETS

Market Value of Assets
Actuarial Value of Assets

VALUATION OF FUND ASSETS

MARKET VALUE OF ASSETS

Statement of Assets

	Prior Valuation	Current Valuation
Cash and Cash Equivalents	\$ 224,733	\$ 206,597
Fixed Income	1,664,770	1,443,416
Mutual Funds	865,520	1,354,683
Receivables (Net of Payables)	20,025	17,268
Net Assets Available for Pensions	<u>\$ 2,775,048</u>	<u>\$ 3,021,964</u>

The Total Value of Assets has Increased Approximately \$247,000 from Prior Valuation.

Statement of Changes in Assets

Total Market Value - Prior Valuation	\$ 2,775,048
Plus - Employer Contributions	250,000
Plus - Employee Contributions	65,873
Plus - Return on Investments	108,930
Less - Benefit and Related Payments	(176,031)
Less - Other Expenses	<u>(1,856)</u>
Total Market Value - Current Valuation	<u>\$ 3,021,964</u>

The Return on Investment on the Market Value of Assets for the Fund was Approximately 3.8% Net of Administrative Expenses.

The return on investments shown has been determined as the Return on Assets from the statement of changes in assets, as a percent of the average of the beginning and ending Market Value of Assets. Return on Investment is net of the Other Expenses as shown. The Return on Investments has been excluded from the Total Market Value of Assets at the end of the year for this calculation.



VALUATION OF FUND ASSETS

MARKET VALUE OF ASSETS (GAIN)/LOSS

Current Year (Gain)/Loss on Market Value of Assets

Total Market Value - Prior Valuation	\$ 2,775,048
Contributions	315,873
Benefit Payments	(176,031)
Expected Return on Investments	<u>170,698</u>
Expected Total Market Value - Current Valuation	3,085,588
Actual Total Market Value - Current Valuation	<u>3,021,964</u>
Current Market Value (Gain)/Loss	<u><u>\$ 63,624</u></u>
Expected Return on Investments	\$ 170,698
Actual Return on Investments (Net of Expenses)	<u>107,074</u>
Current Market Value (Gain)/Loss	<u><u>\$ 63,624</u></u>

*The Return on
the Market
Value of Assets
was Lower than
Expected Over
the Most Recent
Year.*

The (Gain)/Loss on the Market Value of Assets has been determined based on expected returns at the actuarial rate.



VALUATION OF FUND ASSETS

DEVELOPMENT OF THE ACTUARIAL VALUE OF ASSETS

Total Market Value - Current Valuation		\$ 3,021,964
Adjustment for Prior (Gains)/Losses		
	<u>Full Amount</u>	
First Preceding Year	\$ 63,624	50,899
Second Preceding Year	45,062	27,037
Third Preceding Year	95,369	38,148
Fourth Preceding Year	56,570	11,314
Total Deferred (Gain)/Loss		<u>127,398</u>
Initial Actuarial Value of Assets - Current Valuation		\$ 3,149,362
Less Contributions for the Current Year and Interest		-
Less Adjustment for the Corridor		-
Actuarial Value of Assets - Current Valuation		<u>\$ 3,149,362</u>

The Actuarial Value of Assets is Equal to the Fair Market Value of Assets with Unanticipated Gains/Losses Recognized over 5 Years. The Actuarial Value of Assets is Currently 104% of the Market Value.

(GAIN)/LOSS ON THE ACTUARIAL VALUE OF ASSETS

Total Actuarial Value - Prior Valuation		\$ 2,911,487
Plus - Employer Contributions		250,000
Plus - Employee Contributions		65,873
Plus - Return on Investments		99,889
Less - Benefit and Related Payments		(176,031)
Less - Other Expenses		<u>(1,856)</u>
Total Actuarial Value - Current Valuation		<u>\$ 3,149,362</u>

The Return on Investment on the Actuarial Value of Assets for the Fund was Approximately 3.3% Net of Administrative Expenses.

The Actuarial Value of Assets incorporates portions of gains and losses over multiple years.



VALUATION OF FUND ASSETS

HISTORICAL ASSET PERFORMANCE

The chart below shows the historical rates of return on plan assets for both Market Value of Assets and Actuarial Value of Assets.

	<u>Market Value</u>	<u>Actuarial Value</u>
First Preceding Year	3.8%	3.3%

The returns on assets shown above were calculated based on the annual return on investment for the year, as a percentage of the average value of the assets for the year.

For purposes of determining the average value of assets during the year, the ending market value of assets has been adjusted to net out to the portion related to the investment returns themselves. All other cash flows are included.

For purposes of determining the annual return on investment we have adjusted the figures shown on the preceding pages. The figures shown on the preceding pages are net of investment expenses. We have made an additional adjustment to net out administrative expenses. Netting out administrative expenses allows us to capture returns for the year that can be used to make benefit payments as part of the ongoing actuarial process.

The adjustment we make is for actuarial reporting purposes only. By netting out administrative expenses and capturing return dollars that are available to pay benefits, it provides us a comparison to the estimated rate of return on assets, but does not provide a figure that would be consistent with the return rates that are determined by other parties. Therefore, this calculated rate of return should not be used to analyze investment performance of the Fund or the performance of the investment professionals.





RECOMMENDED CONTRIBUTION DETAIL

Actuarial Accrued Liability
Funded Status
Development of the Normal Cost
Recommended Contribution
Actuarial Methods – Recommended Contribution

RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL ACCRUED LIABILITY

	Current Valuation
Active Employees	\$ 3,678,586
Inactive Employees	
Terminated Employees - Vested	361,497
Retired Employees	2,012,536
Disabled Employees	-
Other Beneficiaries	587,122
Total Inactive Employees	2,961,155
Total Actuarial Accrued Liability	\$ 6,639,741

The Total Actuarial Liability has Increased from Prior Valuation (See Management Summary).

FUNDED STATUS

	Current Valuation
Total Actuarial Accrued Liability	\$ 6,639,741
Total Actuarial Value of Assets	3,149,362
Unfunded Actuarial Accrued Liability	\$ 3,490,379
Total Market Value of Assets	\$ 3,021,964
Percent Funded	
Actuarial Value of Assets	<u>47.43%</u>
Market Value of Assets	<u>45.51%</u>

Funded Percentage as of the Valuation Date is Subject to Volatility on Assets and Liability in the Short-Term.



RECOMMENDED CONTRIBUTION DETAIL

DEVELOPMENT OF THE EMPLOYER NORMAL COST

	Current Valuation
Total Normal Cost	\$ 198,313
Estimated Employee Contributions	(68,787)
Employer Normal Cost	\$ 129,526

*At a 100%
Funding Level,
the Normal Cost
Contribution is
Still Required.*

NORMAL COST AS A PERCENTAGE OF EXPECTED PAYROLL

	Current Valuation
Expected Payroll	\$ 694,114
Employee Normal Cost Rate	<u>9.910%</u>
Employer Normal Cost Rate	<u>18.66%</u>
Total Normal Cost Rate	<u>28.57%</u>

*Ideally, the
Employer
Normal Cost
Rate will Remain
Stable.*

CONTRIBUTION RECOMMENDATION

	Current Valuation
Employer Normal Cost*	\$ 137,298
Amortization of Unfunded Accrued Liability/(Surplus)	234,759
Funding Requirement	\$ 372,057

*The
Recommended
Contribution has
Increased from
Prior Valuation
(See Management
Summary).*

*Employer Normal Cost Contribution includes interest through the end of the year.



RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL METHODS – RECOMMENDED CONTRIBUTION

Actuarial Valuation Date	May 1, 2018
Data Collection Date	April 30, 2018
Actuarial Cost Method	Entry Age Normal (Level % Pay)
Amortization Method	Level % Pay (Closed)
Amortization Target	100% Funded over 20 years
Asset Valuation Method	5-Year Smoothed Market Value

The contribution and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and census information furnished, using the actuarial cost methods described. The actuarial cost and amortization method allocates the projected obligations of the plan over the working lifetimes of the plan participants.

The recommended contribution amount shown in this report is based on the methods summarized above. The Actuarial Funding Policies section of the report will include a more detailed description of the funding methods being used.

The Actuarial Funding Methods are meant to provide a systematic process for determining contributions on an annual basis. The methods do not impact the expectation of future benefit payments. The methods only impact the way dollars are contributed towards future benefit payments.

Different Actuarial Funding Methods may achieve funding goals with differing levels of success. Certain methods are more efficient and more stable on an annual basis.





ILLINOIS STATUTORY MINIMUM CONTRIBUTION

Minimum Contribution
Methods and Assumptions

ILLINOIS STATUTORY MINIMUM CONTRIBUTION

STATUTORY MINIMUM CONTRIBUTION

	<u>Minimum Contribution</u>
Contribution Requirement	\$310,592
Expected Payroll	\$694,114
Contribution Requirement as a Percent of Expected Payroll	44.75%

FUNDED STATUS – STATUTORY MINIMUM

	<u>Minimum Contribution</u>
Normal Cost	\$214,459
Market Value of Assets	\$3,021,964
Actuarial Value of Assets	\$3,149,362
Actuarial Accrued Liability	\$6,270,428
Unfunded Actuarial Accrued Liability	\$3,121,066
Percent Funded	
Actuarial Value of Assets	50.23%
Market Value of Assets	48.19%



ILLINOIS STATUTORY MINIMUM CONTRIBUTION

The Statutory Minimum Contribution is based on funding methods and funding parameters in the Illinois statutes for pension funding. The resulting contribution is lower than the recommended contribution for the current plan year. The lower contribution amount is not recommended because it represents only a deferral of contributions when compared to the recommended contribution method.

Actuarial Funding methods for pensions are best applied to provide a balance between the long-term goals of a variety of stakeholders:

1. Beneficiaries – the fund participants are interested in benefit security and having the dollars there to pay benefits when retired
2. Employers – cost control and cost stability over the long-term
3. Taxpayers – paying for the services they are receiving from active employees

The Statutory Minimum Contribution methods are not intended to provide a better system in any of the above categories long-term. The parameters are not recommended for a long-term funding strategy.

The Statutory Minimum methods put into place in 2011 were intended to provide short-term budget relief for Employer contributions. An employer using the Statutory Minimum parameters for current funding should view the contributions as short-term relief. Our recommendation in this situation is for a pension fund and an employer to work towards a long-term funding strategy that better achieves the long-term funding goals, over a period that does not exceed 3-5 years.

The Securities and Exchange Commission in 2013 used the phrase “Statutory Underfunding” to describe situations where contributions appear to be more manageable in the short-term, but set up future contribution requirements that are less likely to be manageable.



ILLINOIS STATUTORY MINIMUM CONTRIBUTION

ACTUARIAL METHODS – ILLINOIS STATUTORY MINIMUM CONTRIBUTION

Actuarial Valuation Date	May 1, 2018
Data Collection Date	April 30, 2018
Actuarial Cost Method	Projected Unit Credit (Level % of Pay)
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	90% Funded over 22 years
Asset Valuation Method	5-Year Smoothed Market Value

The contribution and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and census information furnished, using the actuarial cost methods described. The actuarial cost and amortization method allocates the projected obligations of the plan over the working lifetimes of the plan participants.

The Actuarial Funding Methods are meant to provide a systematic process for determining contributions on an annual basis. The methods do not impact the expectation of future benefit payments. The methods only impact the way dollars are contributed towards future benefit payments.

Different Actuarial Funding Methods may achieve funding goals with differing levels of success. Certain methods are more efficient and more stable on an annual basis.





ACTUARIAL VALUATION DATA

Active Employees
Retirees and Beneficiaries

ACTUARIAL VALUATION DATA

ACTIVE EMPLOYEES

	<u>Current Valuation</u>
Vested	5
Nonvested	<u>3</u>
Total Active Employees	<u>8</u>
Total Payroll	<u>\$ 683,015</u>

INACTIVE EMPLOYEES

	<u>Current Valuation</u>
Terminated Employees - Vested	1
Retired Employees	2
Disabled Employees	0
Other Beneficiaries	<u>1</u>
Total Inactive Employees	<u>4</u>

SUMMARY OF BENEFIT PAYMENTS

	<u>Current Valuation</u>
Terminated Employees - Vested	\$ 1,642
Retired Employees	10,684
Disabled Employees	-
Other Beneficiaries	<u>3,451</u>
Total Inactive Employees	<u>\$ 15,777</u>

Benefits shown for terminated employees under deferred retirement are not currently in pay status.





ACTUARIAL FUNDING POLICIES

Actuarial Cost Method
Financing Unfunded Accrued Liability
Actuarial Value of Assets

ACTUARIAL FUNDING POLICIES

ACTUARIAL COST METHOD

The actuarial cost method allocates the projected obligations of the plan over the working lifetimes of the plan participants.

In accordance with the Pension Fund's Funding Policy the actuarial cost method for the recommended contribution basis is Entry Age Normal (Level Percent of Pay). The Entry Age Normal Cost Method is a method under which the actuarial present value of the projected benefits of each individual included in an actuarial valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age. The portion of this actuarial present value allocated to a valuation year is called normal cost. The portion of the actuarial present value not provided at a valuation date by the actuarial present value of future normal costs is called the actuarial liability.

FINANCING UNFUNDED ACTUARIAL ACCRUED LIABILITY

The Unfunded Actuarial Accrued Liability may be amortized over a period either in level dollar amounts or as a level percentage of projected payroll.

In accordance with the Pension Fund's Funding Policy for the recommended contribution the unfunded actuarial accrued liabilities are amortized by level percent of payroll contributions to 100% funding target over the remaining 20 future years.

ACTUARIAL VALUE OF ASSETS

The pension fund is an ongoing plan. The employer wishes to smooth the effect of volatility in the market value of assets on the annual contribution. The Actuarial Value of Assets is equal to the Market Value of Assets with unanticipated gains/losses recognized over five years.

The asset valuation method is intended to create an Actuarial Value of Assets that remains reasonable in relation to the Market Value of Assets over time. The method produces results that can fall above and below the Market Value of Assets. The period of recognition is short.

It is intended that the period of recognition is short enough to keep the Actuarial Value of Assets within a decent range of the Market Value. The employer has not placed a specific corridor around the Market Value of Assets.





ACTUARIAL ASSUMPTIONS

Nature of Actuarial Calculations
Actuarial Assumptions in the Valuation Process
Actuarial Assumptions Utilized

ACTUARIAL ASSUMPTIONS

NATURE OF ACTUARIAL CALCULATIONS

The results documented in this report are estimates based on data that may be imperfect and on assumptions about future events. Certain plan provisions may be approximated or deemed immaterial, and, therefore, are not valued. Assumptions may be made about participant data or other factors. Reasonable efforts were made in this valuation to ensure that significant items in the context of the actuarial liabilities or costs are treated appropriately, and not excluded or included inappropriately.

Actual future experience will differ from the assumptions used in the calculations. As these differences arise, the expense for accounting purposes will be adjusted in future valuations to reflect such actual experience.

A range of results different from those presented in this report could be considered reasonable. The numbers are not rounded, but this is for convenience only and should not imply precision which is not inherent in actuarial calculations.

ACTUARIAL ASSUMPTIONS IN THE VALUATION PROCESS

The contribution and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and census information furnished, using the actuarial cost methods described in the previous section.

The principal areas of financial risk which require assumptions about future experience are:

- Long-term Rates of Investment Return
- Patterns of Pay Increases for Members
- Rates of Mortality Among Members and Beneficiaries
- Rates of Withdrawal of Active Members
- Rates of Disability Among Members
- Age Patterns of Actual Retirement

Actual experience of the Pension Fund will not coincide exactly with assumed experience. Each valuation provides a complete recalculation of assumed future experience and takes into account all past differences between assumed and actual experience. The result is a continual series of adjustments to the computed contribution requirement.

From time to time it becomes appropriate to modify one or more of the assumptions, to reflect experience trends (but not random year-to-year fluctuations).

Details behind the selection of the actuarial assumptions can be found in the assumption document provided to the client. The client has reviewed and approved the assumptions as a reasonable expectation of the future anticipated experience under the plan.



ACTUARIAL ASSUMPTIONS

ACTUARIAL ASSUMPTIONS UTILIZED

Expected Return on Investments	6.00% net of administrative expenses.
CPI-U	2.50%
Total Payroll Increases	3.25%
Individual Pay Increases	2.50% - 20.75%

Individual salary increases include a long-term average increase for inflation, average annual increases for promotions, and any additional increases for a step program. Sample Rates as Follows:

Service	Rate	Service	Rate
0	2.50%	8	4.00%
1	14.35%	9	4.00%
2	2.50%	10	4.00%
3	2.50%	15	4.00%
4	20.75%	20	4.00%
5	2.50%	25	4.00%
6	15.13%	30	4.00%
7	4.00%	35	4.00%

Retirement Rates

100% of the L&A Assumption Study Cap Age 65 for Police 2016.
Sample Rates as Follows:

Age	Rate	Age	Rate
50	0.117	53	0.139
51	0.124	54	0.147
52	0.131	55	0.156



ACTUARIAL ASSUMPTIONS

Withdrawal Rates

100% of the L&A Assumption Study for Police 2016. Sample Rates as Follows:

Age	Rate	Age	Rate
25	0.041	40	0.027
30	0.039	45	0.014
35	0.036	50	0.003

Disability Rates

100% of the L&A Assumption Study for Police 2016. Sample Rates as Follows:

Age	Rate	Age	Rate
25	0.0005	40	0.0028
30	0.0010	45	0.0043
35	0.0018	50	0.0064

Mortality Rates

Active Mortality follows the Sex Distinct Raw Rates as Developed in the RP-2014 Study, with Blue Collar Adjustment. These Rates are Improved Generationally using MP-2016 Improvement Rates.

Retiree Mortality follows the L&A Assumption Study for Police 2016. These Rates are Experience Weighted with the Raw Rates as Developed in the RP-2014 Study, with Blue Collar Adjustment and Improved Generationally using MP-2016 Improvement Rates.

Disabled Mortality follows the Sex Distinct Raw Rates as Developed in the RP-2014 Study for Disabled Participants, with Blue Collar Adjustment. These Rates are Improved Generationally using MP-2016 Improvement Rates.

Spouse Mortality follows the Sex Distinct Raw Rates as Developed in the RP-2014 Study. These Rates are Improved Generationally using MP-2016 Improvement Rates.

Married Participants

80% of Active Participants are Assumed to be Married. Female Spouses are Assumed to be 4 Years Younger than Male Spouses.





SUMMARY OF PRINCIPAL PLAN PROVISIONS

Establishment of the Fund
Administration
Employee Contributions
Normal Retirement Pension Benefits
Pension to Survivors
Termination Benefits
Disability Benefits

SUMMARY OF PRINCIPAL PLAN PROVISIONS

ESTABLISHMENT OF THE FUND

The Police Pension Fund is established and administered as prescribed by “Article 3. Police Pension Fund – Municipalities 500,000 and Under” of the Illinois Pension Code.

ADMINISTRATION

The Police Pension Fund is administered by a Board of Trustees located in each municipality maintaining a pension fund for its police officers. Its duties are to control and manage the pension fund, to hear and determine applications for pensions, to authorize payment of pensions, to establish rules, to pay expenses, to invest funds, and to keep records.

EMPLOYEE CONTRIBUTIONS

Employees contribute 9.910% of salary.

NORMAL RETIREMENT PENSION BENEFIT

Hired Prior to January 1, 2011

Eligibility: Age 50 with at least 20 years of creditable service and no longer a police officer.

Benefit: 50% of final salary is payable commencing at retirement for 20 years of service. An additional 2.5% of final salary is added for each additional year of service in excess of 20 years of service (not to exceed 75% of final salary). “Final salary” is the salary attached to rank held on the last day of services or for 1 year prior to the last day, whichever is greater.

Annual Increase in Benefit: An officer will receive an initial increase of 1/12 of 3% for each month that has elapsed since retirement. The initial increase date will be the later of the first day of the month following the attainment of age 55, or the first anniversary of the date of retirement. Subsequent increases of 3% of the current pension amount (including prior increases) will be provided in each January thereafter.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

NORMAL RETIREMENT PENSION BENEFIT - CONTINUED

Hired on or After January 1, 2011

Eligibility: Age 55 with at least 10 years of creditable service and no longer a police officer.

Benefit: 2.5% of final average salary for each year of service is payable at retirement (not to exceed 75% of final average salary). "Final average salary" is determined by dividing the highest total salary over 96 consecutive months of service in the last 120 months of service by the total number of months of service in the period. Annual salary for this purpose will not exceed \$106,800, indexed by the lesser of 3% or ½ of the CPI-U for the 12 months ending with the September preceding each November 1. The salary cap will not decrease.

Annual Increase in Benefit: The initial increase date will be the January 1st following the later of the attainment of age 60, or the first anniversary of the date of retirement. Subsequent increases will occur on each subsequent January 1st. The first increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1, applied to the original benefit.

EARLY RETIREMENT PENSION BENEFIT

Hired Prior to January 1, 2011

None

Hired on or After January 1, 2011

Eligibility: Age 50 with at least 10 years of creditable service and no longer a police officer.

Benefit: The normal retirement pension benefit reduced by ½ of 1% for each month that the police officer's age is under age 55.

Annual Increase in Benefit: The initial increase date will be the January 1st following the later of the attainment of age 60, or the first anniversary of the date of retirement. Subsequent increases will occur on each subsequent January 1st. The first increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1, applied to the original benefit.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

PENSION TO SURVIVORS

Hired Prior to January 1, 2011

Death - Line of Duty

Surviving spouse is entitled to 100% of the salary attached to the rank of the police officer on the last day of service, payable immediately.

Death - Non-Duty

Current Pensioners (Including Disabled Pensioners): Surviving spouse to receive continuation of the pension.

Active Employee with 20+ Years of Service: Surviving spouse is entitled to the full pension earned by the police officer at the time of death.

Active Employee with 10-20 Years of service: Surviving spouse is entitled to 50% of the salary attached to the rank of the police officer on the last day of service, payable immediately

Annual Increase in Benefit: None.

Hired on or After January 1, 2011

Death - Line of Duty

Surviving spouse is entitled to 100% of the salary attached to the rank of the police officer on the last day of service, payable immediately.

Death - Non-Duty

Current Pensioners (Including Disabled Pensioners), Active Employee with 20+ Years of Service, and Active Employee with 10-20 Years of service: Surviving spouse to receive 66 $\frac{2}{3}$ % of the police officer's earned pension at the date of death.

Annual Increase in Benefit: The initial increase date will be the January 1st after the attainment of age 60 by the recipient of the survivor's pension. Subsequent increases will occur on each subsequent January 1st. The first increase and subsequent increases will be the lesser of 3% of the original benefit or $\frac{1}{2}$ of the CPI-U for the 12 months ending with the September preceding each November 1, applied to the original survivor's benefit amount.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

TERMINATION BENEFIT

Hired Prior to January 1, 2011

Eligibility: At least 8 years but less than 20 years of creditable service.

Benefit: 2.5% of final salary for each year of service is payable beginning at age 60. "Final salary" is based on the greater of salary during the last year of service prior to termination of employment or the pay rate for the police officer at termination of employment.

Annual Increase in Benefit: An officer will receive an initial increase of 3% on the first anniversary of the date of start of payments. Subsequent increases of 3% of the current pension amount will be provided in each January thereafter.

Hired on or After January 1, 2011

Eligibility: At least 10 years but less than 20 years of creditable service.

Benefit: 2.5% of final salary for each year of service is payable beginning at age 60. "Final salary" is based on the greater of salary during the last year of service prior to termination of employment or the pay rate for the police officer at termination of employment. Annual salary for this purpose will not exceed \$106,800, indexed by the lesser of 3% or ½ of the CPI-U for the 12 months ending with the September preceding each November 1. The salary cap will not decrease.

Annual Increase in Benefit: The initial increase date will be the January 1st following the first payment. Subsequent increases will occur on each subsequent January 1st. The first increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 mos. ending with the September preceding each November 1, applied to the original benefit amount.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

DISABILITY BENEFIT

Hired Prior to January 1, 2011

Eligibility: Disability (duty or non-duty).

Benefit: A police officer who becomes disabled on duty is entitled to receive a pension equal to the greater of 65% of final salary or the pension they would have been entitled to upon retirement at the time of disability. For a non-duty disability, the police officer is entitled to 50% of final salary. "Final salary" is based on the pay rate for the police officer on the last day of service.

Annual Increase in Benefit: The initial increase date will be the January 1st following the attainment of age 60. Subsequent increases will occur on each subsequent January 1st. The first increase is 3% of the original benefit for each full year that has passed since the pension began. Subsequent increases will be the 3% of the original pension benefit amount.

Hired on or after January 1, 2011

Eligibility: Disability (duty or non-duty).

Benefit: A police officer who becomes disabled on duty is entitled to receive a pension equal to the greater of 65% of final salary or the pension they would have been entitled to upon retirement at the time of disability. For a non-duty disability, the police officer is entitled to 50% of final salary. "Final salary" is based on the pay rate for the police officer on the last day of service.

Annual Increase in Benefit: The initial increase date will be the January 1st following the attainment of age 60. Subsequent increases will occur on each subsequent January 1st. The first increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1, applied to the original benefit amount.





GLOSSARY OF TERMS

GLOSSARY OF TERMS

GLOSSARY OF TERMS

Actuarial Accrued Liability –The actuarial present value of future benefits based on employees’ service rendered to the measurement date using the selected actuarial cost method. It is that portion of the Actuarial Present Value of plan benefits and expenses allocated to prior years of employment. It is not provided for by future Normal Costs.

Actuarial Cost Method – The method used to allocate the projected obligations of the plan over the working lifetimes of the plan participants.

Actuarial Value of Assets – The value of the assets used in the determination of the Unfunded Actuarial Accrued Liability. The Actuarial Value of Assets is related to Market Value of Assets, with adjustments made to spread unanticipated gains and losses for a given year over a period of several years. Actuarial Value of Assets is generally equally likely to fall above or below the Market Value of Assets, and generally does not experience as much volatility over time as the Market Value of Assets.

Asset Valuation Method – A valuation method designed to smooth random fluctuations in asset values. The objective underlying the use of an asset valuation method is to provide for the long-term stability of employer contributions.

Funding Policy – A set of procedures for a Pension Fund that outlines the “best practices” for funding the pension benefits based on the goals of the plan sponsor. A Funding Policy discusses items such as assumptions, Actuarial Cost Method, assets, and other parameters that will best help the sponsor meet their goal of working in the best interest of the plan participant.

Market Value of Assets – The value of the cash, bonds, securities and other assets held in the pension trust as of the measurement date.

Normal Cost –The present value of future benefits earned by employees during the current fiscal year. It is that portion of the Actuarial Present Value of benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

Unfunded Actuarial Accrued Liability – The excess of the Actuarial Accrued Liability over the Actuarial Value of Assets. The Unfunded Actuarial Accrued Liability is amortized over a period either in level dollar amounts or as a level percentage of projected payroll.



VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND

PUBLIC ACT 95-0950
MUNICIPAL COMPLIANCE REPORT

FOR THE FISCAL YEAR ENDED
APRIL 30, 2018



November 9, 2018

Members of the Pension Board of Trustees
Palos Park Police Pension Fund
Palos Park, Illinois

Enclosed please find a copy of your Municipal Compliance Report for the Palos Park Police Pension Fund for the fiscal year ended April 30, 2018. We have prepared the report with the most recent information available at our office. Should you have more current information, or notice any inaccuracies, we are prepared to make any necessary revisions and return them to you.

The President and Secretary of the Pension Fund are required to sign the report on page 3. If not already included with the enclosed report, please also include a copy of the Pension Fund's most recent investment policy.

The signed Public Act 95-0950 – Municipal Compliance Report must be provided to the municipality before the tax levy is filed on the last Tuesday in December. We are sending the report via email to promote an environmentally-friendly work atmosphere.

If you have any questions regarding this report, please contact us at auditreport@lauterbachamen.com.

Respectfully submitted,

LAUTERBACH & AMEN, LLP

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

The Pension Board certifies to the Board of Trustees of the Village of Palos Park, Illinois on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

- 1) The total cash and investments, including accrued interest, of the fund at market value and the total net position of the Pension Fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Total Cash and Investments (including accrued interest)	<u>\$3,021,964</u>	<u>\$2,775,048</u>
Total Net Position	<u>\$3,021,964</u>	<u>\$2,775,048</u>

- 2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	<u>\$68,000</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$181,300</u>
Municipal Contributions	<u>\$372,057</u>

- 3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations \$222,400

- (b) Annual Requirement of the Fund as Determined by:

Illinois Department of Insurance N/A

Private Actuary - Lautherbach & Amen, LLP

Recommended Municipal Contribution \$372,057

Statutory Municipal Contribution \$310,592

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Net Income Received from Investment of Assets	<u>\$108,930</u>	<u>\$110,855</u>
Assumed Investment Return		
Illinois Department of Insurance	<u>N/A</u>	<u>5.75%</u>
Private Actuaries	<u>6.00%</u>	<u>6.00%</u>
Actual Investment Return	<u>3.94%</u>	<u>4.25%</u>

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members	<u>8</u>
--------------------------	----------

- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	<u>Number of</u>	<u>Total Amount Disbursed</u>
(i) Regular Retirement Pension	<u>2</u>	<u>\$125,721</u>
(ii) Disability Pension	<u>0</u>	<u>\$0</u>
(iii) Survivors and Child Benefits	<u>1</u>	<u>\$41,406</u>
Totals	<u>3</u>	<u>\$167,127</u>

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

7) The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Department of Insurance	N/A	46.50%
Private Actuaries	47.43%	44.06%

8) The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance	N/A
Private Actuary - Lautherbach & Amen, LLP	\$3,490,379

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached.

Please see Notes Page attached.

CERTIFICATION OF MUNICIPAL POLICE
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Pension Fund, based upon information and belief, and to the best of our knowledge, hereby certify pursuant to §3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this _____ day of _____, 2018

President _____ Date _____

Secretary _____ Date _____

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

INDEX OF ASSUMPTIONS

- 1) Total Cash and Investments - as Reported at Market Value in the Audited Financial Statements for the Years Ended April 30, 2018 and 2017.

Total Net Position - as Reported in the Audited Financial Statements for the Years Ended April 30, 2018 and 2017.

- 2) Estimated Receipts - Employee Contributions as Reported in the Audited Financial Statements for the Year Ended April 30, 2018 plus 3.25% Increase (Actuarial Salary Increase Assumption) Rounded to the Nearest \$100.

Estimated Receipts - All Other Sources:

Investment Earnings - Cash and Investments as Reported in the Audited Financial Statements for the Year Ended April 30, 2018, times 6% (Actuarial Investment Return Assumption) Rounded to the Nearest \$100.

Municipal Contributions - Recommended Tax Levy Requirement as Reported by Lautherbach & Amen, LLP, Actuarial Valuation for the Year Ended April 30, 2018.

- 3) (a) Pay all Pensions and Other Obligations - Total Non-Investment Deductions as Reported in the Audited Financial Statements for the Year Ended April 30, 2018, plus a 25% Increase, Rounded to the Nearest \$100.

(b) Annual Requirement of the Fund as Determined by:

Illinois Department of Insurance - No April 30, 2018 Actuarial Valuation available at the time of this report.

Private Actuary - Lautherbach & Amen, LLP

Recommended Amount of Tax Levy as Reported by Lautherbach & Amen, LLP in the April 30, 2018 Actuarial Valuation.

Statutorily Required Amount of Tax Levy as Reported by Lautherbach & Amen, LLP in the April 30, 2018 Actuarial Valuation.

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

INDEX OF ASSUMPTIONS - Continued

- 4) Net Income Received from Investment of Assets - Investment Income (Loss) net of Investment Expense, as Reported in the Audited Financial Statements for the Years Ended April 30, 2018 and 2017.

Assumed Investment Return:

Illinois Department of Insurance - Preceding Fiscal Year Interest Rate Assumption as Reported in the April 30, 2017 Actuarial Valuation. No April 30, 2018 Actuarial Valuation available at the time of this report.

Private Actuary - Current Interest Rate Assumption as Reported in the Lautherbach & Amen, LLP, April 30, 2018 Actuarial Valuation. Preceding Fiscal Year Interest Rate Assumption as Reported in the Timothy W. Sharpe, April 30, 2017 Actuarial Valuation.

Actual Investment Return - Money Weighted Rate of Return under GASB Pronouncements 67 and 68, as Reported in the Audited Financial Statements for the Fiscal Years Ended April 30, 2018 and 2017.

- 5) Number of Active Members - Illinois Department of Insurance Annual Statement for April 30, 2018 - Schedule P.
- 6) (i) Regular Retirement Pension - Illinois Department of Insurance Annual Statement for April 30, 2018 - Schedule P for Number of Participants and Expense page 1 for Total Amount Disbursed.
- (ii) Disability Pension - Same as above.
- (iii) Survivors and Child Benefits - Same as above.

**VILLAGE OF PALOS PARK, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending April 30, 2018**

INDEX OF ASSUMPTIONS - Continued

7) The funded ratio of the fund:

Illinois Department of Insurance - Preceding Fiscal Year Actuarial Value of Assets as a percentage of Accrued Liability as Reported in the April 30, 2017 Actuarial Valuation. No April 30, 2018 Actuarial Valuation available at the time of this report.

Private Actuary - Current Fiscal Year Actuarial Value of Assets as a percentage of Accrued Liability as Reported in the Lautherbach & Amen, LLP, April 30, 2018 Actuarial Valuation. Preceding Fiscal Year Actuarial Value of Assets as a percentage of Accrued Liability as Reported in the Timothy W. Sharpe, April 30, 2017 Actuarial Valuation.

8) Unfunded Liability:

Illinois Department of Insurance - Deferred Asset (Unfunded Accrued Liability) - No April 30, 2018 Actuarial Valuation available at the time of this report.

Private Actuary - Deferred Asset (Unfunded Accrued Liability) as Reported by Lautherbach & Amen, LLP in the April 30, 2018 Actuarial Valuation.

**PALOS PARK POLICE
PENSION FUND**

**STATEMENT OF
INVESTMENT POLICY**

TABLE OF CONTENTS

Definition of Terms	Page 3
Statement of Purpose	Page 4
Investment Objectives	Page 5
Distinction of Responsibilities	Page 5
Investment Manager	Page 6
Prudence	Page 6
Prohibited Transactions	Page 7
Investment Guidelines	Page 7
Performance Measurements	Page 11
Controls	Page 12
Diversification/Strategy	Page 12
Long-Term Projected Rates	Page 14
Collateralization	Page 14
Custody, Registration & Safekeeping of Investment	Page 15
Ethics and Conflicts of Interest	Page 15
Indemnification	Page 15
Reporting and Communication	Page 16
Amendment	Page 16
Conflict	Page 16
Adoption	Page 17

DEFINITION OF TERMS

Beneficiary - person eligible for or receiving benefits from a pension fund.

Book Entry Security - securities that can be transferred from institution to institution using the federal electronic wire system, thus eliminating the physical transfer of certificates. Records are maintained on a computer system at the Federal Reserve.

Collateral - the pledging of a security to guarantee performance of an obligation.

Commercial Paper - unsecured promissory notes of corporations issued for 270 days or less.

Fiduciary - person entrusted with the control of assets for the benefit of others.

Investment Manager - an individual or organization that provides investment management services for a fee, either on a discretionary or nondiscretionary basis. Under Illinois law, an investment manager is considered a fiduciary with respect to the Fund.

IL Funds (formerly known as the Illinois Public Treasurers' Investment Pool) - a short-term money market fund for public funds in Illinois.

Market Value - the present price of a given security.

B of A Merrill Lynch Corporate 1-10 Year Index - benchmark index based upon publicly issued intermediate corporate debt securities.

B of A Merrill Lynch Treasury Index - benchmark index that quantifies the price and yield performance of all U.S. Treasury obligations with a maturity of at least one year and an outstanding par value of at least \$100 million. The securities comprising the index are rebalanced on a daily basis.

B of A Merrill Lynch US Treasury/Agency Index: The U.S. Government/Agency Index tracks the performance of the combined U.S. Treasury and U.S. Agency Markets. It includes U.S. dollar-denominated U.S. Treasury and U.S. Agency Bonds, issued in the U.S. domestic bond market, having at least one year remaining term to maturity, a fixed coupon schedule and a minimum amount outstanding of \$1 Billion for U.S. Treasuries and \$150 Million for U.S. Agencies. The index is re-balanced on the last calendar day of the month.

Morgan Stanley Capital International (EAFE) - Indices are based on the share prices of approximately 1,600 companies listed on stock exchanges in the twenty-two countries that make up the MSCI National Indices.

Return - Income and capital appreciation or depreciation on an investment.

Russell 2000 Stock Index - is comprised of the smallest 2000 companies in the Russell 3000 Index, representing approximately 11% of the Russell 3000 total market capitalization. The Index was developed with a base value of 135.00 as of December 31, 1986.

Security - any note, stock, bond, certificate of interest or certificate of deposit.

Separate Account - term used of variable annuities. Because the risk is borne by the investor in a variable annuity, the issuer may not commingle funds invested in the variable annuity with the general funds of the issuer.

Standard & Poor's 400 Midcap Stock Index – is comprised of 400 stocks chosen for market size, liquidity and industry group representation. All stocks within the S & P 500 are not eligible for inclusion.

Standard & Poor's 500 Stock Index - is a capitalization-weighted index of 500 stocks designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The index was developed with a base level of 10 for the 1941-43 base period.

Treasury Bill - short-term debt obligation of U.S. government which will mature within one year of original issuance.

Treasury Note - intermediate debt obligation of U.S. government which will mature in 1 to 10 years of original issuance.

Treasury Bond - longer debt obligations of U.S. government which will mature in more than ten years of original issuance.

Yield - percentage measured by taking annual income from an investment and dividing by current market value.

STATEMENT OF PURPOSE

The investment of pension funds is the responsibility of the members of the Board of Trustees of the Palos Park Police Pension Fund (Pension Board). The purpose of this investment policy is to:

- Define and assign the responsibilities of all parties involved
- Establish the relevant investment horizon for which the Pension Fund will be managed
- Offer guidance and limitations to all Investment Managers regarding the investment of Pension Fund
- Communicate the Pension Board's policy views on management of pension funds to the public, participants, and beneficiaries of the Palos Park Police Pension Fund (Fund)
- Establish long-term expected rates

- Establish a basis of evaluating investment results

In general, the purpose of this investment policy is to outline a philosophy which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical. This document is intended to serve as a reference tool, an operating code, and a communications link between the Board of Trustees, its staff, and its investment professionals.

INVESTMENT OBJECTIVES

The Pension Board has a fiduciary responsibility to discharge their duties with respect to the pension fund solely in the interest of the participants and beneficiaries as set forth in the Illinois Pension Code at 40 ILCS 5/1-109.

Safety: Safety of principal is the foremost objective of the Pension Fund. Each investment transaction shall seek to first ensure that large capital losses are avoided whether they are from securities defaults or erosion of market value.

Return on Investments: The Pension Board seeks to attain market rates of return on its investments consistent with constraints imposed by its safety objectives, cash flow considerations and Illinois state laws that restrict the placement of public funds.

Maintenance of Public Trust: All participants in the investment process shall seek to act prudently as custodians of pension funds. Investment officials shall avoid any transactions that might reasonably impair Fund participant's confidence in the Pension Board's ability to manage the Fund.

Liquidity: The assets shall be sufficiently liquid to meet the Fund's disbursement requirements for the payment of operating expenses and benefits.

DISTINCTION OF RESPONSIBILITIES

Management of the investment program is the responsibility of the Pension Fund Board of Trustees. No person may engage in an investment transaction except as provided under terms of this policy established by the Pension Board. The Pension Board may appoint an investment manager (as defined in 40 ILCS 5/1 - 101.4) to assist in the management of the investment program. Any such appointment shall be made in accordance with the requirements of Section 1-113.5 of the Illinois Pension Code (40 ILCS 5/1-113.5). The investment manager shall acknowledge, in writing, that it is a fiduciary with respect to the Pension Fund. Any such written agreement shall be attached to this policy. The Pension Board will meet with the investment manager at least quarterly to review market conditions, review the investment portfolio, and determine investment strategy.

The Board of Trustees will generally be responsible for the following:

- Complying with applicable laws, regulations, and rulings.
- Selecting all qualified investment professionals.

- Monitoring and evaluating investment performance and compliance with this Policy.
- Reviewing and suggesting changes, as needed, to this Policy.
- Establishing and reviewing the appropriateness of the Pension Fund's asset allocation policy.
- Taking action according to this policy.

INVESTMENT MANAGER

Pursuant to Chapter 40 ILCS 5/1-101.4 and 5/1-113.5 of Illinois Compiled Statutes, the Pension Board can enter into an agreement whereby it hires an Investment Manager/Advisor to manage all or part of the investment portfolio of the Palos Park Police Pension Fund. The investment adviser must be at least one of the following:

- (1) registered as an investment adviser under the federal investment Advisers Act of 1940 (15 U.S.C. 80b-1, et seq.)
- (2) registered as an investment adviser under the Illinois Securities Law of 1953.
- (3) a bank, as defined in the Investment Advisers Act of 1940
- (4) an insurance company authorized to transact business in Illinois.

An agreement with said Investment Adviser/Manager shall be in writing. The Investment Manager must acknowledge in writing that it is a fiduciary with respect to the Palos Park Police Pension Fund and shall have those duties and responsibilities as set forth in 40 ILCS 5/1-113.5 of the Illinois Pension Code, as currently enacted or subsequently amended. The contract shall also disclose all direct and indirect fees, commissions, penalties and any other compensation that may be received by the investment adviser. The contract must contain a requirement that the investment adviser submit periodic written reports, on a least a quarterly basis, for the Board's review at its regularly scheduled meetings. All investment returns shall be reported as net returns after payment of all fees, commissions and any other compensation.

All investments made by said manager shall conform to investment parameters specified in this Investment Policy. The Investment Manager shall report to the entire Pension Board. All investments made by the Investment Manager shall be reviewed at each Pension Board meeting. The Treasurer will review all investments made by the Investment Manager to ensure that said decisions are in compliance with Illinois statutes and this Investment Policy.

Within 30 days of appointing an investment adviser/manager the Pension Board shall submit a copy of the contract to the Illinois Department of Insurance.

PRUDENCE

Investments shall be made with judgment and care, under circumstances prevailing, which a person of prudence, discretion and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the primary objective of safety as well as the secondary objective of the attainment of market rates of return. The standards of prudence

to be used by investment officials shall be the "Prudent Investor" and shall be applied in the context of managing the portfolio.

PROHIBITED TRANSACTIONS

The members of the Pension Fund Board of Trustees, and all other employees, agents, officials, or representatives of the Pension Fund involved in the investment process shall avoid any transactions prohibited by federal, state, or local law, particularly as set forth in 40 ILCS 5/1-110 and 30 ILCS 235/2. A Fiduciary with respect to the Fund shall not:

- Deal with the assets of the Fund in their own interests or for their own account.
- In their individual or other capacity act in any transaction involving the Fund on behalf of a party whose interests are adverse to the interests of the Fund or the interests of its participants or beneficiaries.
- Receive any consideration for their own personal account from any party dealing with the Fund in connection with a transaction involving the assets of the Fund.

INVESTMENT GUIDELINES

The Fund may invest in any type of investment instrument permitted by Illinois law, as described in Chapter 40 of the Illinois Compiled Statutes, 40 ILCS 5/1-113.1 through 113.4(a). Permitted investment instruments include, but are not limited to:

1. Interest bearing direct obligations of the United States of America.
2. Interest bearing obligations to the extent that they are fully guaranteed or insured as to payment of principal and interest by the United States of America.
3. Interest bearing bonds, notes, debentures, or other similar obligations of agencies of the United States of America. For the purposes of this section, "Agencies of the United States of America" include:
 - a. The Federal National Mortgage Association
 - b. Federal Land Banks, Federal Intermediate Credit Banks, Federal Farm Credit Banks, and any other entity authorized to issue direct debt obligations of the United States of America under the Farm Credit Act of 1971 or amendments to that Act
 - c. Federal Home Loan Banks and the Federal Home Loan Mortgage Corporation
 - d. Any agency created by Act of Congress that is authorized to issue direct debt obligations of the United States of America.
4. Interest bearing savings accounts or certificates of deposit, issued by federally chartered banks or savings and loan associations, or by State of Illinois chartered banks or savings

and loan associations, to the extent that the deposits are insured by agencies or instrumentalities of the federal government.

To the extent that the Pension Fund desires to invest assets in withdrawable capital accounts, savings accounts, or certificates of deposit with federally insured banks, savings and loan associations, or credit unions, the following criteria, in addition to the Illinois Pension Code set forth in 40 ILCS 5/1-113.1 *et seq.* shall apply in the selection of receiving financial institutions:

- a. **Insurance** – Pension Funds shall be deposited only in financial institutions insured by the Federal Deposit Insurance Corporation (FDIC), the Federal Savings and Loans Insurance Corporations (FSLIC), or the National Credit Union Administration (NCUA).
 - b. **Denominations** – Except as provided in paragraph C hereof, deposits will not be allowed to exceed the applicable federal deposit insurance limits for principal and interest.
 - c. **Collateralization** – Pension Fund assets may be invested in savings accounts of certificates of deposit of a national or state bank, even if fund assets on deposit in such institution will exceed federal deposit insurance or guarantee limits for invested principal and accrued interest, but only if the amount by which the fund's investment exceeds such insurance or guarantee limits is collateralized by the fund which shall be maintained and credited to the fund on the records of the custodial bank. The Pension Fund shall have a perfected security interest in such securities which shall be free of any claims to the rights to these securities other than any claims by the custodian which are subordinate to the Pension Fund's claims to rights to these securities.
 - d. **Size** – The Pension Fund will not select, deposit or invest any fund assets in any bank or financial institution unless the bank or institution has first complied with Paragraph E hereof; provided further that the amount of all Pension Fund assets on deposit with such bank or institution shall not exceed 50% of the institution's capital stock and surplus at the time the deposit is made.
 - e. **Disclosure** – Prior to receipt of any Pension Fund assets, and annually thereafter, each financial institution receiving Pension Fund assets for investment shall furnish the Board with copies of the last two sworn statements of resources and liabilities which it is required to furnish to the Commissioner of Banks and Trust Companies or the Controller of Currency.
5. Interest bearing bonds of the State of Illinois.
 6. Pooled interest bearing accounts managed by the Illinois Public Treasurer's Investment Pool, also known as the IL Fund, in accordance with the Deposit of State Moneys act, interest bearing funds or pooled accounts of the Illinois Metropolitan Investment Funds, and interest bearing funds or pooled accounts managed, operated, and administered by

banks, subsidiaries of banks, or subsidiaries of bank holding companies in accordance with the law of the State of Illinois.

7. Interest bearing bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois.
8. Money Market Mutual Funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies; provided that the portfolio of the money market mutual fund is limited to:
 - a. Bonds, notes, certificates of indebtedness, treasury bills, or other securities that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
 - b. Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
 - c. Short term obligations of corporations organized in the United States with assets exceeding \$400,000,000, provided that i) the obligations mature no later than 180 days from the date of purchase, ii) at the time of purchase, the obligations are rated by at least 2 standard national rating services at one of their 3 highest classifications, and iii) the obligations held by the mutual fund do not exceed 10% of the corporation's outstanding obligations.
9. Not to exceed 10% of the portfolio; any combination of separate accounts that are managed by life insurance companies authorized to transact business in Illinois and are comprised of diversified portfolios consisting of common or preferred stock, bonds or money market instruments or mutual funds that meet the following requirements:
 - a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
 - b. The mutual fund must have been in operation for at least 5 years.
 - c. The mutual fund must have total net assets of \$250,000,000 or more.
 - d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.
10. Corporate bonds, managed through an investment advisor, and the bonds meet the following requirements:
 - a. The bonds must be rated as investment grade by one of the two largest rating services at the time of purchase.
 - b. If subsequently downgraded below investment grade, the bonds must be liquidated from the portfolio within 90 days after being downgraded by the manager.

11. A pension fund with net assets of \$2,500,000 or more, may invest a portion of its net assets, not to exceed 45% of the market value of the pension fund's net present assets as stated in its most recent annual report on file with the Illinois Department of Insurance, in separate accounts that are managed by life insurance companies authorized to transact business in Illinois and are comprised of diversified portfolios consisting of common or preferred stock, bonds or money market instruments or mutual funds that meet the following requirements:

- a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
- b. The mutual fund must have been in operation for at least 5 years.
- c. The mutual fund must have total net assets of \$250,000,000 or more.
- d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.

12. A pension fund with net assets of \$5,000,000 or more, which has appointed an investment adviser under Section 1-113.5, may, through that investment adviser, invest in common and preferred stocks and mutual funds that meet all of the following requirements:

The stocks must meet all of the following requirements:

- a. The common stocks must be listed on a national securities exchange or board of trade (as defined in the Federal Securities Exchange Act of 1934 and set forth in paragraph G of Section 3 of the Illinois Securities Law of 1953) or quoted in the National Association of Securities Dealers Automated Quotation System National Market System.
- b. The securities must be of a corporation in existence for at least 5 years.
- c. The market value of stock in any one corporation may not exceed 5% of the cash and invested assets of the pension fund, and the investments in the stock of any one corporation may not exceed 5% of the total outstanding stock of that corporation.
- d. The straight preferred stocks or convertible preferred stocks must be issued or guaranteed by a corporation whose common stock qualifies for investment by the board.

The mutual funds must meet the following requirements:

- a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
- b. The mutual fund must have been in operation for at least 5 years.
- c. The mutual fund must have total net assets of \$250,000,000 or more.
- d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.

The Fund's investment in the above equity investments shall not exceed 45% of the market value of the pension fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

13. A pension fund with net assets of \$10,000,000 or more, which has appointed an investment adviser under Sections 1-101.4 and 1-113.5, may, through that investment adviser, invest an additional portion of its assets in common and preferred stocks and mutual funds that meet all of the following requirements:

The stocks must meet all of the following requirements:

- a. The common stocks must be listed on a national securities exchange or board of trade (as defined in the Federal Securities Exchange Act of 1934 and set forth in paragraph G of Section 3 of the Illinois Securities Law of 1953) or quoted in the National Association of Securities Dealers Automated Quotation System National Market System.
- b. The securities must be of a corporation in existence for at least 5 years.
- c. The market value of stock in any one corporation may not exceed 5% of the cash and invested assets of the pension fund, and the investments in the stock of any one corporation may not exceed 5% of the total outstanding stock of that corporation.
- d. The straight preferred stocks or convertible preferred stocks must be issued or guaranteed by a corporation whose common stock qualifies for investment by the board.

The mutual funds must meet the following requirements:

- a. The mutual fund must be managed by an investment company registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
- b. The mutual fund must have been in operation for at least 5 years.
- c. The mutual fund must have total net assets of \$250,000,000 or more.
- d. The mutual fund must be comprised of a diversified portfolio of common or preferred stocks, bonds, or money market instruments.

The Fund's total investment in the items authorized under this Section shall not exceed 60% effective July 1, 2011 and 65% effective July 1, 2012 of the market value of the pension fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

PERFORMANCE MEASUREMENTS

Performance will be calculated using professional standards as established by the Association for Investment Management Research. The Pension Board shall utilize the following benchmarks for evaluating the Fund's performance:

<u>Application</u>	<u>Benchmark</u>
Cash Equivalents	90 - day U.S. Treasury Bills
Fixed Income (excludes Corporate Bonds)	B of A Merrill Lynch Treasury/Agency Index
Corporate Bond	B of A Merrill Lynch 1-10 Year Corporate
Large Capitalization Equities	Standard & Poor's 500 Stock Index
Mid Capitalization Equities	Standard & Poor's 400 Stock Index
Small Capitalization Equities	Russell 2000 Stock Index
International Equities (includes developed and emerging markets)	Morgan Stanley Capital International Europe/Australias/Far East Index

The investment performance of total portfolios, as well as asset class components, will be measured against said benchmarks. The Trustees reserve the right to terminate a manager for any reason including, but not limited to, the following:

- Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
- Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
- Significant qualitative changes to the investment management organization.

CONTROLS

The Fund maintains its books and records in conformance with generally accepted accounting principles. The internal controls shall be established by the Treasurer and reviewed by the Pension Board and an independent auditor. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the Pension Board.

DIVERSIFICATION / STRATEGY

Fixed Income:

The average maturity/duration of the portfolio will be managed based upon the current existing interest rate environment. Under most circumstances the maturity/modified duration of the

portfolio will be maintained at approximately 5.0 years and will range from 1.0 years to 7.0 years. The investment manager may change the duration of the portfolio as the market conditions permit.

The allocation guidelines, by asset class, for the fixed income investments are as follows:

	Target : <u>Allocation</u> 3	Range of <u>Allocation</u>
Cash, Money Market, IPTIP accounts: 1	0%	0 - 10%
Bank Certificates of Deposit: 2	0%	0 - 10%
U.S. Treasury Securities:	10%	0 - 40%
U.S. Government Agency Securities:	40%	0 - 75%
U.S. Government Agency MBS's:4	0%	0 - 20%
Taxable Municipal Securities:	10%	0 - 30%
Corporate Bonds:	30%	0 - 50%
High-Yield Fixed Income Funds:	0%	0 - 10%
International/Foreign Fixed Income Funds	0%	0 - 10%

Notes:

1. Cash will be maintained to manage cash flow of the Fund or as a transition asset.
2. Bank certificates of deposit will only be used if market returns are favorable. They will be used as a substitute for the Treasury and Agency portion of the portfolio.
3. Under normal market conditions the structure of the portfolio will be within these limits; however the portfolio manager may diverge from the above suggestions due to abnormal market conditions.
4. May be individual Mortgage Backed Securities (MBS) or MBS Funds

Equities:

Once the fund reaches the equity allocation approved by the Board and permitted by law, normal asset allocation range for equity portfolio allocation weightings should be:

	Target <u>Allocation</u>	Range of <u>Allocation</u>
U.S. Large Company Stocks	55%	15-75%
U.S. Mid-Sized Company Stocks	10%	0-20%
U.S. Small Company Stocks	10%	0-20%
International Stock Funds	15%	0-40%
Alternative Investment Funds *	10%	0-20%

*Such as, but not limited to: Real Estate Funds, Natural Resources Funds, Infrastructure Funds. All funds used in this space will meet the State Statute guidelines for mutual funds.

Portfolio allocations should be rebalanced at least annually at the end of the fiscal year or when the portfolio allocation to equities rises above the limit established and confirmed at each board meeting.

LONG-TERM PROJECTED RATES OF RETURN & MONEY WEIGHTED RATE OF RETURN

The investment manager shall provide the long-term projected rates of return by asset class along with the calculated projected rate of return for the pension fund on an annual basis. Both the gross and real rate of return will be included. This reporting requirement is in accordance with GASB 67. In addition, the money weighted rate of return, net of fees, will also be calculated annually in accordance with GASB 68. These reports will be requested by and returned to the pension fund's auditor as part of the annual pension fund audit.

COLLATERALIZATION - It is the policy of the Fund to require that all deposits in excess of FDIC insurable limits (applies to bank Certificates of Deposit) be secured by collateral in order to protect deposits from default.

1. Eligible collateral instruments and collateral ratios (market value divided by deposit) are as follows:
 - a. U.S. Government Securities = 110%
 - b. Obligations of Federal Agencies = 115%
 - c. Obligations of the State of Illinois = 115%
 - d. Local and Municipal Bonds rated "A" or better by Moody's = 115%

The ratio of fair market value of collateral to the amount of funds secured shall be reviewed at least quarterly and additional collateral shall be requested when the ratio declines below the level required.

2. Safekeeping of collateral
 - a) Third party safekeeping is required for all collateral. To accomplish this, the securities can be held at the following locations:
 1. A Federal Reserve Bank or branch office.
 2. At another custodial facility - generally in a trust department through book-entry at the Federal Reserve, unless physical securities are involved. If physical securities are involved, at a third party depository in a suitable vault and insured against loss by fire, theft and similar causes.
 - b) Safekeeping of collateral shall be documented by a written agreement approved by the Treasurer. This may be in the form of a safekeeping agreement, trust agreement, escrow agreement or custody agreement.
 - c) Substitution or exchange of securities held in safekeeping as collateral may occur without prior written notice to the Treasurer provided that the market value of the

replacement securities are equal to or greater than the market value of the securities being replaced. The Treasurer shall be notified in writing within two days of all substitutions.

CUSTODY, REGISTRATION AND SAFEKEEPING OF INVESTMENTS

1. Third party safekeeping is required for all securities owned by the Fund. To accomplish this, the securities shall be held in a trust department through book-entry at the Depository Trust Company.
2. The Board of Trustees may register the investments of the Fund in the name of the Pension Fund, in the nominee name of a bank or trust company authorized to conduct trust business in Illinois, or in the nominee name of the Illinois Public Treasurer's Investment Pool.
3. Safekeeping shall be documented by an approved written agreement. The agreement may be in the form of a safekeeping agreement, trust agreement, escrow agreement or custody agreement. Fees for this service shall be mutually agreed upon by the Pension Board and the safekeeping bank.

ETHICS AND CONFLICTS OF INTEREST

Any fiduciary with respect to the Fund shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

INDEMNIFICATION

The Pension Fund may indemnify and protect the trustees, staff and advisors against all damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the trustees. However, the trustees, staff and advisors shall not be indemnified for willful misconduct and gross negligence.

REPORTING AND COMMUNICATION

Reporting

On a quarterly basis, the Treasurer, Finance Director and /or Investment Manager shall submit to the Pension board an investment report which shall describe the portfolio in terms of investment securities, maturity, cost, transactions and earnings for the current period. The Treasurer or Investment Manager shall also submit a comprehensive annual report on the investment program and activity.

Meeting Schedule

The Board shall schedule periodic meetings for the purposes of portfolio and investment performance review. Special meetings may be called as needed to conduct the business of the pension Board. Investment policies and Fund management guidelines will be reviewed by the Pension Board every year.

Audit

The Fund is subject to periodic examination by the Illinois Department of Insurance.

Filing of Policy; Public Availability

The Board shall file this policy with the Illinois Department of Insurance within thirty (30) days of its adoption. The Board shall make a copy of this Policy available to the public at the main administrative office of the Pension Fund.

AMENDMENT

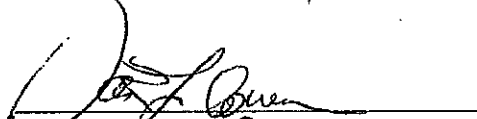
The Board shall review this Policy periodically to ensure its effectiveness in meeting the Pension Fund's needs for safety, liquidity, rate of return, and diversification, and its general performance. Any changes shall be presented to the Pension Board for its approval. Whenever this policy is amended, the Board shall file a copy of the new policy with the Illinois Department of Insurance within thirty (30) days.

CONFLICT

In the event of any conflict between this Policy and the Illinois Compiled Statutes or case decisions of the State of Illinois, the Statutes and case law decisions shall govern

ADOPTION


Adopted by the _____ Pension Fund Board of Trustees, as amended, on this 16 day of April, 2018.



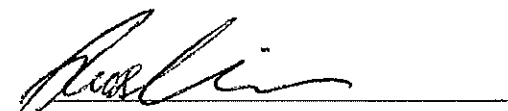
President




Trustee



Secretary

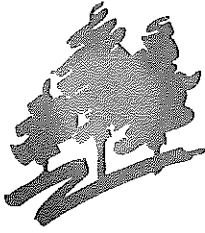


Trustee



Treasurer

Trustee



VILLAGE OF
PALOS PARK

Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: December 10, 2018

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Making certain closed session minutes available for public inspection.

BACKGROUND/HISTORY:

A public body shall meet no less than semi-annually to review minutes of closed sessions. Upon review of the minutes, it should be determined and reported in open session whether the need for confidentiality still exists as to all or parts of those minutes or whether the minutes no longer require confidential treatment and should be available for public inspection.

No minutes have been made available for public inspection since 2001 and then only partial minutes were released.

STAFF RECOMMENDATION:

To pass the Resolution Authorizing the Village Clerk to make Certain Closed Session Minutes Available for Public Inspection – Second Review 2018 as presented on the Consent Agenda.

RECOMMENDED MOTION:

To approve the Resolution as presented on the Consent Agenda.

RESOLUTION NO. 2018-R-09

**A RESOLUTION AUTHORIZING THE VILLAGE CLERK TO MAKE CERTAIN CLOSED
SESSION MEETING MINUTES AVAILABLE
FOR PUBLIC INSPECTION – SECOND REVIEW 2018**

WHEREAS, The Village Council of the Village of Palos Park has met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act (the “Act”), a list of said executive session meeting dates being attached hereto as Exhibit “A” and made a part hereof; and

WHEREAS, as required by the act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to 5 ILCS 120/2.06(c), the Village Council has met in closed session to review closed session minutes; and

WHEREAS, the Village Council has previously made available for public inspection certain executive session minutes, a list of said disclosed executive session minutes being attached hereto as Exhibit “B”, and made a part hereof; and

WHEREAS, the Village Council has determined that a need for confidentiality still exists as to the executive session minutes from the closed session meetings set forth on Exhibit “C”, attached hereto and made a part hereof; and

WHEREAS, the Village Council has further determined that the minutes of the closed session meetings listed on Exhibit “D”, attached hereto and made a part hereof, no longer require confidential treatment and should be made available for public inspection;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS, as follows:

SECTION 1: The executive session minutes from those meetings set forth on Exhibit “D” attached hereto are hereby released.

SECTION 2: The Village Clerk is hereby authorized and directed to make the minutes from those meetings set forth on Exhibit “D”: available for inspection and copying in accordance with the standing procedures of the Clerk’s Office.

SECTION 3: This resolution shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 10th day of December, 2018 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 10th day of December, 2018.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

EXHIBIT "A"

LIST OF DATES ON WHICH EXECUTIVE SESSION HAVE TAKEN PLACE

NOVEMBER 29, 1995 DECEMBER 11, 1995 SEPTEMBER 27, 1999	AUGUST 23, 1999 SEPTEMBER 13, 1999 OCTOBER 27, 2003	JULY 28, 2003 AUGUST 25, 2003	MARCH 9, 2009 MAY 11, 2009 SEPT. 14, 2009 SEPT. 28, 2009 OCTOBER 12, 2009 NOVEMBER 9, 2009 NOVEMBER 23, 2009
JANUARY 8, 1996 JANUARY 22, 1996 FEBRUARY 26, 1996 MARCH 7, 1996 MARCH 11, 1996 APRIL 22, 1996 MAY 13, 1996 JUNE 10, 1996 JUNE 24, 1996 AUGUST 12, 1996 SEPTEMBER 9, 1996 SEPTEMBER 23, 1996 OCTOBER 14, 1996	OCTOBER 11, 1999 OCTOBER 25, 1999 NOVEMBER 8, 1999 DECEMBER 13, 1999	FEBRUARY 9, 2004 MARCH 8, 2004 APRIL 12, 2004	
JANUARY 27, 1997 FEBRUARY 10, 1997 FEBRUARY 21, 1997 MARCH 10, 1997 MARCH 17, 1997 APRIL 14, 1997 APRIL 28, 1997 MAY 12, 1997 JUNE 23, 1997 JULY 15, 1997 JULY 28, 1997 AUGUST 25, 1997	JANUARY 10, 2000 JANUARY 24, 2000 FEBRUARY 14, 2000 FEBRUARY 28, 2000 MARCH 13, 2000 MARCH 27, 2000 APRIL 10, 2000 APRIL 24, 2000 JUNE 26, 2000 JULY 10, 2000 JULY 24, 2000 AUGUST 28, 2000 SEPTEMBER 25, 2000 OCTOBER 23, 2000 NOVEMBER 13, 2000 NOVEMBER 27, 2000 DECEMBER 11, 2000	JUNE 14, 2004 JUNE 28, 2004 JULY 12, 2004 AUGUST 9, 2004 SEPTEMBER 13, 2004 NOVEMBER 22, 2004	JANUARY 11, 2010 FEBRUARY 8, 2010 FEBRUARY 22, 2010 MARCH 22, 2010 APRIL 5, 2010 APRIL 12, 2010 APRIL 26, 2010 MAY 24, 2010 JUNE 28, 2010 AUGUST 9, 2010 SEPTEMBER 13, 2010
SEPTEMBER 8, 1997 SEPTEMBER 22, 1997 OCTOBER 13, 1997 NOVEMBER 10, 1997 DECEMBER 9, 1997	JANUARY 8, 2001 JANUARY 22, 2001 FEBRUARY 12, 2001	JANUARY 10, 2005 JANUARY 24, 2005 MARCH 14, 2005 APRIL 11, 2005 MAY 23, 2005 JUNE 13, 2005 AUGUST 22, 2005 SEPTEMBER 26, 2005 OCTOBER 10, 2005 NOVEMBER 14, 2005 DECEMBER 12, 2005	FEBRUARY 14, 2011 FEBRUARY 28, 2011 APRIL 11, 2011 MAY 23, 2011
JANUARY 6, 1998 JANUARY 12, 1998 FEBRUARY 23, 1998 MARCH 3, 1998 MARCH 9, 1998 APRIL 13, 1998 MAY 11, 1998 MAY 26, 1998 JUNE 8, 1998 JUNE 22, 1998 JULY 13, 1998 JULY 27, 1998 AUGUST 10, 1998 OCTOBER 12, 1998 OCTOBER 26, 1998 DECEMBER 14, 1998	FEBRUARY 26, 2001 MARCH 12, 2001 MARCH 26, 2001 APRIL 9, 2001 APRIL 23, 2001 MAY 14, 2001 MAY 29, 2001 AUGUST 13, 2001 SEPTEMBER 24, 2001 OCTOBER 8, 2001 NOVEMBER 13, 2001	JANUARY 9, 2006 MARCH 13, 2006 APRIL 24, 2006	APRIL 9, 2012 SEPTEMBER 24, 2012 DECEMBER 10, 2012
JANUARY 11, 1999 FEBRUARY 16, 1999 JUNE 28, 1999 JULY 26, 1999 AUGUST 9, 1999	JANUARY 14, 2002 APRIL 22, 2002 JUNE 10, 2002 AUGUST 8, 2002 AUGUST 26, 2002 SEPTEMBER 3, 2002 NOVEMBER 25, 2002 DECEMBER 10, 2002	MAY 23, 2006 JULY 10, 2006 JULY 24, 2006 AUGUST 14, 2006 AUGUST 28, 2006 SEPTEMBER 11, 2006 SEPTEMBER 25, 2006 OCTOBER 9, 2006 OCTOBER 23, 2006 NOVEMBER 13, 2006 NOVEMBER 27, 2006	JUNE 10, 2013 SEPTEMBER 8, 2014 NOVEMBER 9, 2015 JANUARY 11, 2016 JANUARY 25, 2016 MARCH 14, 2016 MARCH 28, 2016 APRIL 25, 2016 AUGUST 22, 2016
	JANUARY 27, 2003 FEBRUARY 10, 2003 FEBRUARY 24, 2003 APRIL 28, 2003 MAY 7, 2003 MAY 12, 2003 JUNE 9, 2003	JANUARY 22, 2007 FEBRUARY 12, 2007 FEBRUARY 26, 2007 MARCH 26, 2007 APRIL 9, 2007 APRIL 23, 2007 JUNE 11, 2007 JUNE 25, 2007 JULY 9, 2007 AUGUST 13, 2007 OCTOBER 22, 2007 DECEMBER 10, 2007	OCTOBER 8, 2018
		FEBRUARY 25, 2008 MARCH 24, 2008 APRIL 28, 2008 JUNE 9, 2008 JUNE 23, 2008 JULY 14, 2008 AUGUST 25, 2008 SEPTEMBER 8, 2008 OCTOBER 13, 2008 OCTOBER 27, 2008 NOVEMBER 24, 2008	

EXHIBIT "B"

**LIST OF EXECUTIVE SESSION MINUTES
PREVIOUSLY APPROVED FOR DISCLOSURE**

OCTOBER 14, 1996	PARTIAL
JANUARY 27, 1997	PARTIAL
FEBRUARY 10, 1997	PARTIAL
MARCH 10, 1997	PARTIAL
APRIL 14, 1997	PARTIAL
NOVEMBER 10, 1997	PARTIAL
JANUARY 6, 1998	PARTIAL
MARCH 3, 1998	PARTIAL
MARCH 9, 1998	PARTIAL
APRIL 13, 1998	PARTIAL
MAY 11, 1998	PARTIAL
OCTOBER 12, 1998	PARTIAL
JULY 10, 2000	PARTIAL
OCTOBER 8, 2001	PARTIAL

EXHIBIT "C"

LIST OF EXECUTIVE SESSION MINUTES TO REMAIN CONFIDENTIAL

NOVEMBER 29, 1995
DECEMBER 11, 1995

JANUARY 8, 1996
JANUARY 22, 1996
FEBRUARY 26, 1996
MARCH 7, 1996
MARCH 11, 1996
APRIL 22, 1996
MAY 13, 1996

JUNE 10, 1996
JUNE 24, 1996
AUGUST 12, 1996
SEPTEMBER 9, 1996
SEPTEMBER 23, 1996
OCTOBER 14, 1996

JANUARY 27, 1997
FEBRUARY 10, 1997
FEBRUARY 21, 1997
MARCH 10, 1997
MARCH 17, 1997
APRIL 14, 1997
APRIL 28, 1997

MAY 12, 1997
JUNE 23, 1997
JULY 15, 1997
JULY 28, 1997
AUGUST 25, 1997
SEPTEMBER 8, 1997
SEPTEMBER 22, 1997
OCTOBER 13, 1997
NOVEMBER 10, 1997
DECEMBER 9, 1997

JANUARY 6, 1998
JANUARY 12, 1998
FEBRUARY 23, 1998

MARCH 3, 1998
MARCH 9, 1998
APRIL 13, 1998
MAY 11, 1998
MAY 26, 1998
JUNE 8, 1998
JUNE 22, 1998
JULY 13, 1998
JULY 27, 1998
AUGUST 10, 1998
OCTOBER 12, 1998
OCTOBER 26, 1998
DECEMBER 14, 1998
JANUARY 11, 1999
FEBRUARY 16, 1999
JUNE 28, 1999
JULY 26, 1999
AUGUST 9, 1999
AUGUST 23, 1999
SEPTEMBER 13, 1999
SEPTEMBER 27, 1999
OCTOBER 11, 1999
OCTOBER 25, 1999
NOVEMBER 8, 1999
DECEMBER 13, 1999

JANUARY 10, 2000
JANUARY 24, 2000
FEBRUARY 14, 2000
FEBRUARY 28, 2000
MARCH 13, 2000
MARCH 27, 2000
APRIL 10, 2000
APRIL 24, 2000
JUNE 26, 2000
JULY 10, 2000
JULY 24, 2000

AUGUST 28, 2000
SEPTEMBER 25, 2000
OCTOBER 23, 2000
NOVEMBER 13, 2000
NOVEMBER 27, 2000
DECEMBER 11, 2000

JANUARY 8, 2001
JANUARY 22, 2001
FEBRUARY 12, 2001
FEBRUARY 26, 2001
MARCH 12, 2001
MARCH 26, 2001
APRIL 9, 2001

APRIL 23, 2001
MAY 14, 2001
MAY 29, 2001
AUGUST 13, 2001
SEPTEMBER 24, 2001
OCTOBER 8, 2001
NOVEMBER 13, 2001

JANUARY 14, 2002
APRIL 22, 2002
JUNE 10, 2002
AUGUST 8, 2002
AUGUST 26, 2002
SEPTEMBER 3, 2002
MARCH 24, 2008
NOVEMBER 25, 2002
DECEMBER 10, 2002

JANUARY 27, 2003
FEBRUARY 10, 2003
FEBRUARY 24, 2003
APRIL 28, 2003
MAY 7, 2003
MAY 12, 2003
JUNE 9, 2003
JULY 28, 2003
AUGUST 25, 2003
OCTOBER 27, 2003
FEBRUARY 9, 2004
MARCH 8, 2004
APRIL 12, 2004
APRIL 26, 2004
JUNE 14, 2004
JUNE 28, 2004
JULY 12, 2004
AUGUST 9, 2004
SEPTEMBER 13, 2004
NOVEMBER 22, 2004

JANUARY 10, 2005
JANUARY 24, 2005
MARCH 14, 2005
APRIL 11, 2005
MAY 23, 2005
JUNE 13, 2005
SEPTEMBER 26, 2005
OCTOBER 10, 2005
NOVEMBER 14, 2005
DECEMBER 12, 2005

JANUARY 9, 2006
MARCH 13, 2006
APRIL 24, 2006
MAY 23, 2006
JULY 10, 2006
JULY 24, 2006
AUGUST 14, 2006
AUGUST 28, 2006
SEPTEMBER 11, 2006
SEPTEMBER 25, 2006
OCTOBER 9, 2006
OCTOBER 23, 2006
NOVEMBER 13, 2006
NOVEMBER 27, 2006

JANUARY 22, 2007
FEBRUARY 12, 2007
FEBRUARY 26, 2007
MARCH 26, 2007
APRIL 9, 2007
APRIL 23, 2007
JUNE 11, 2007
JUNE 25, 2007
JULY 9, 2007
AUGUST 13, 2007
OCTOBER 22, 2007
DECEMBER 10, 2007
FEBRUARY 25, 2008

APRIL 28, 2008
JUNE 9, 2008
JUNE 23, 2008
JULY 14, 2008
AUGUST 25, 2008
SEPTEMBER 8, 2008
OCTOBER 13, 2008
OCTOBER 27, 2008
NOVEMBER 24, 2008

MARCH 9, 2009
SEPTEMBER 14, 2009
SEPTEMBER 28, 2009
NOVEMBER 9, 2009
NOVEMBER 23, 2009

JANUARY 11, 2010
FEBRUARY 8, 2010
FEBRUARY 22, 2010
MARCH 22, 2010
APRIL 5, 2010
APRIL 12, 2010
APRIL 26, 2010
MAY 24, 2010

APRIL 12, 2010 AMENDED
APRIL 26, 2010 AMENDED
MAY 24, 2010
JUNE 28, 2010
AUGUST 9, 2010
SEPTEMBER 13, 2010
DECEMBER 13, 2010

FEBRUARY 14, 2011
FEBRUARY 28, 2011
APRIL 11, 2011
MAY 23, 2011

APRIL 9, 2012
SEPTEMBER 24, 2012
DECEMBER 10, 2012

JUNE 10, 2013

SEPTEMBER 8, 2014

NOVEMBER 9, 2015

JANUARY 11, 2016
JANUARY 25, 2016
MARCH 14, 2016
MARCH 28, 2016
APRIL 25, 2016
AUGUST 22, 2016

EXHIBIT "D"

**LIST OF EXECUTIVE SESSION MINUTES NOT PREVIOUSLY APPROVED FOR
DISCLOSURE, BUT NOW APPROVED FOR DISCLOSURE**

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR DECEMBER 10, 2018**

THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING ACCOUNTS PAYABLE WARRANT AS STATED
BELOW, AND AUTHORIZE THE TREASURER TO FORWARD PAYMENT.

MAYOR JOHN F. MAHONEY SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

-- Village of Palos Park --
 DETAIL BOARD REPORT

DATE: 12/04/18
 TIME: 15:20:58
 ID: AP441000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ALTO0003 ALTERNATIVE ENERGY SOLUTIONS,								
36873	11/29/18	01	REPAIR GENERATOR 40 RAMSGATE	5224606708			12/10/18	611.00
			INVOICE TOTAL:					611.00
36879	12/04/18	01	GNRTR SERV CALL-FRZN VENT-REG	5224606708			12/10/18	491.00
			INVOICE TOTAL:					491.00
			VENDOR TOTAL:					1,102.00
AMW00001 A/M WELDING								
3725	11/29/18	01	SNOW PLOW REPAIRS	0124606708			12/10/18	650.00
			INVOICE TOTAL:					650.00
			VENDOR TOTAL:					650.00
ATT00001 AT&T								
7084489542	11	11/29/18	01 LOCAL DSL 11/19-12/8/18	0120707200			12/10/18	260.31
			INVOICE TOTAL:					260.31
			VENDOR TOTAL:					260.31
BAL00007 B ALLAN GRAPHICS								
94386	12/04/18	01	ELECTRICAL INSPECTION RPTS/100	0125707020			12/10/18	50.00
			INVOICE TOTAL:					50.00
			VENDOR TOTAL:					50.00
BLJ00001 BLUE CROSS/BLUE SHIELD OF IL.								
1812	11/29/18	01	EMPLYR HEALTH INSUR DEC2018	0120505310			12/10/18	2,941.59
		02	EMPLYR HEALTH INSUR DEC2018	0122505310				7,760.94
		03	EMPLYR HEALTH INSUR DEC2018	0124505310				1,846.22
		04	EMPLYR HEALTH INSUR DEC2018	0125505310				1,049.17
		05	EMPLYR HEALTH INSUR DEC2018	0126505310				1,760.26
		06	EMPLYR HEALTH INSUR DEC2018	0129505310				393.10
		07	EMPLYR HEALTH INSUR DEC2018	5124505310				1,315.11

-- Village of Palos Park --
 DETAIL BOARD REPORT

DATE: 12/04/18
 TIME: 15:20:58
 ID: AP41000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1812	11/29/18	08	EMPLYR HEALTH INSUR DEC2018	5224505310			12/10/18	4,233.60
		09	EMPLYR HEALTH INSUR DEC2018	1100505310				2,077.06
		10	EMPLYE HEALTH INSUR DEC2018/AD	0100000502				735.38
		11	EMPLYE HEALTH INSUR DEC2018/PO	0100000502				1,876.38
		12	EMPLYE HEALTH INSUR DEC2018/PW	0100000502				429.64
		13	EMPLYE HEALTH INSUR DEC2018/BD	0100000502				262.29
		14	EMPLYE HEALTH INSUR DEC2018/RC	0100000502				408.14
		15	EMPLYE HEALTH INSUR DEC2018/FN	0100000502				98.28
		16	EMPLYE HEALTH INSUR DEC2018/LB	1100000502				519.26
		17	EMPLYE HEALTH INSUR DEC2018	5100000502				328.76
		18	EMPLYE HEALTH INSUR DEC2018	5200000502				1,058.38
		19	COUNCIL HEALTH INSURANCE	0121505310				1,566.04
		20	EMPLYR DENTAL INSUR DEC2018	0120505310				267.22
		21	EMPLYR DENTAL INSUR DEC2018	0121505310				42.01
		22	EMPLYR DENTAL INSUR DEC2018	0122505310				753.09
		23	EMPLYR DENTAL INSUR DEC2018	0124505310				150.34
		24	EMPLYR DENTAL INSUR DEC2018	0125505310				33.61
		25	EMPLYR DENTAL INSUR DEC2018	0126505310				137.68
		26	EMPLYR DENTAL INSUR DEC2018	0129505310				52.84
		27	EMPLYR DENTAL INSUR DEC2018	1100505310				137.68
		28	EMPLYR DENTAL INSUR DEC2018	5124505310				145.03
		29	EMPLYR DENTAL INSUR DEC2018	5224505310				418.13
		30	EMPLYE DENTAL INSUR DEC2018/AD	0100000502				188.28
		31	EMPLYE DENTAL INSUR DEC2018/PO	0100000502				37.58
		32	EMPLYE DENTAL INSUR DEC2018/PW	0100000502				8.40
		33	EMPLYE DENTAL INSUR DEC2018/BD	0100000502				34.41
		34	EMPLYE DENTAL INSUR DEC2018/RC	0100000502				13.21
		35	EMPLYE DENTAL INSUR DEC2018/FN	0100000502				34.41
		36	EMPLYE DENTAL INSUR DEC2018/LB	1100000502				36.26
		37	EMPLYE DENTAL INSUR DEC2018	5100000502				104.52
		38	EMPLYE DENTAL INSUR DEC2018	5200000502				33,321.10

INVOICE TOTAL: 33,321.10
 VENDOR TOTAL: 33,321.10

CAM00003 HARRY T. CAMERON

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CAM00003 HARRY T. CAMERON								
181128	11/29/18	01	VETERAN'S DAY LUNCH ENTERTNMT	0132606000			12/10/18	150.00
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
CHI00040 CHICAGO PARTS & SOUND, LLC								
1-0033981	11/29/18	01	UNIT#244 BLDG DPT VEH PRT-HOSE	0125606700			12/10/18	100.94
							INVOICE TOTAL:	100.94
1-0034083	11/29/18	01	VEH#252- 1 PAD SET	0122606700			12/10/18	43.98
							INVOICE TOTAL:	43.98
1-0034418	11/29/18	01	VEH#257-THROTTLE BODY & MOTOR	0122606700			12/10/18	128.74
							INVOICE TOTAL:	128.74
1-0034703	12/04/18	01	VEH#261- 1 WIPER ARM	0122606700			12/10/18	40.40
							INVOICE TOTAL:	40.40
1-0035674	12/04/18	01	UNIT#244-MTR MEOE 91 & 92	0125606700			12/10/18	108.64
							INVOICE TOTAL:	108.64
1-0035802	12/04/18	01	UNIT#244-STRG GEAR, CORE	0125606700			12/10/18	715.89
							INVOICE TOTAL:	715.89
							VENDOR TOTAL:	1,138.59
CIN00001 CINTAS CORPORATION #23K								
23K160071	11/29/18	01	TOWELS	0124606990			12/10/18	4.40
		02	UNIFORM RNTL W/E 11/26/18	5124707300				36.12
		03	UNIFORM RNTL W/E 11/26/18	0124707300				50.34
							INVOICE TOTAL:	90.86
23K161780	12/04/18	01	12/03/18 SERV F/MATS & TOWELS	0124606990			12/10/18	58.40
		02	UNIFORM RNTL W/E 12/03/18	5224707300				37.64

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CIN00001			CINTAS CORPORATION #23K					
23K161780	12/04/18	03	UNIFORM RNTL W/E 12/03/18	0124707300			12/10/18	58.95
							INVOICE TOTAL:	154.99
							VENDOR TOTAL:	245.85
CIT00002			CITY OF PALOS HEIGHTS					
181128	11/29/18	01	ANNUAL WRNG SIREN MAINT FEE	0122606708			12/10/18	540.75
							INVOICE TOTAL:	540.75
							VENDOR TOTAL:	540.75
CLI00001			CLIFFORD-WALD, A KIP COMPANY					
181121	11/29/18	01	EXTND WRPTY 52300 PRNTR2018/19	0124606990			12/10/18	1,480.00
							INVOICE TOTAL:	1,480.00
							VENDOR TOTAL:	1,480.00
COG00003			COG HILL COUNTRY CLUB					
181130	12/04/18	01	ADULT BEGINNER LESSONS	0126606991			12/10/18	85.00
							INVOICE TOTAL:	85.00
							VENDOR TOTAL:	85.00
COM00017			COM ED					
181115	11/29/18	01	1 ST MORITZ 10/17-11/15/18	0124606731			12/10/18	31.96
							INVOICE TOTAL:	31.96
181121	11/29/18	01	12900 LAGRANGE 10/23-11/21/18	0124606731			12/10/18	29.05
							INVOICE TOTAL:	29.05
							VENDOR TOTAL:	61.01
CON00010			CONCENTRIC INTERGRATION LLC					
0202811	11/29/18	01	2018-2019 SUPPORT SERVICES	5224606990			12/10/18	4,475.00
							INVOICE TOTAL:	4,475.00
							VENDOR TOTAL:	4,475.00

-- Village of Palos Park --
 DETAIL BOARD REPORT

DATE: 12/04/18
 TIME: 15:20:58
 ID: AP441000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CRY00003			CRYSTAL OAK TREE SERVICES					
180824	11/29/18	01	GRDNG& RSTRN APTER WTR MN BRK	5224606750			12/10/18	400.00
							INVOICE TOTAL:	400.00
181031	11/29/18	01	RMV CHRY, MPL, ASH, SPR TREES	0124606786			12/10/18	3,840.00
							INVOICE TOTAL:	3,840.00
18113	11/29/18	01	GRADING STRT APTER WTR MN BRK	5224606750			12/10/18	1,600.00
							INVOICE TOTAL:	1,600.00
18113A	11/29/18	01	REMOVE, PRUNE & PLANT TREES	0124606786			12/10/18	4,640.00
							INVOICE TOTAL:	4,640.00
1883	11/29/18	01	RMV 2 ASH, 1 OAK, 1 SPRC TREES	0124606786			12/10/18	1,760.00
							INVOICE TOTAL:	1,760.00
							VENDOR TOTAL:	12,240.00
CUR00003			CURALINC, LLC					
9204	12/04/18	01	EMPLOYEE ASSSTNC JAN-MAR2019	0120505340			12/10/18	28.89
		02	EMPLOYEE ASSSTNC JAN-MAR2019	0122505340				88.75
		03	EMPLOYEE ASSSTNC JAN-MAR2019	0124505340				22.70
		04	EMPLOYEE ASSSTNC JAN-MAR2019	0125505340				20.64
		05	EMPLOYEE ASSSTNC JAN-MAR2019	0126505340				12.38
		06	EMPLOYEE ASSSTNC JAN-MAR2019	0129505340				12.38
		07	EMPLOYEE ASSSTNC JAN-MAR2019	5124505340				10.33
		08	EMPLOYEE ASSSTNC JAN-MAR2019	5224505340				10.33
							INVOICE TOTAL:	206.40
							VENDOR TOTAL:	206.40
DAY00004			DAV-COM ELECTRIC, INC					
204861	12/04/18	01	RPR LIGHT IN METRA PARKING LOT	5324606990			12/10/18	260.00
							INVOICE TOTAL:	260.00
							VENDOR TOTAL:	260.00

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DEL00011			DE LAGE LANDEN FINANCIAL					
61569999	12/04/18	01	CONTRACT/COPIER 11/15-12/14/18	01222606990			12/10/18	154.88
							INVOICE TOTAL:	154.88
							VENDOR TOTAL:	154.88
EAG00001			THE EAGLE UNIFORM CO.,INC.					
270846	12/04/18	01	U/A CRUZ-2 L/S SHIRTS, PANTS	0122707300			12/10/18	220.00
							INVOICE TOTAL:	220.00
							VENDOR TOTAL:	220.00
EBE0001			PALOS ACE HARDWARE					
295623	11/29/18	01	CLAMPS F/HOLIDAY MARKET TREES	0127926780			12/10/18	34.42
							INVOICE TOTAL:	34.42
							VENDOR TOTAL:	34.42
ENV00004			ENVIRONMENT MECHANICAL					
92057	12/04/18	01	11/12/18 PREVENTATIVE MAINT	5224606708			12/10/18	335.00
							INVOICE TOTAL:	335.00
							VENDOR TOTAL:	335.00
ENV0001			ETP LABS INC					
18-52151	12/04/18	01	2018 AEROBIC SAMPLES-6	5124606990			12/10/18	546.00
							INVOICE TOTAL:	546.00
							VENDOR TOTAL:	546.00
FLO0001			FLOW-TECHNICS					
INV000006987	12/04/18	01	LAG FLOATS REPLACED	5124606720			12/10/18	597.00
							INVOICE TOTAL:	597.00
							VENDOR TOTAL:	597.00
FUL0001			FULLER'S CAR WASH					

DATE: 12/04/18
 TIME: 15:20:58
 ID: AP441000.WOW

-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FUL0001			FULLER'S CAR WASH					
181130	12/04/18	01	SQD WASHES/ACCT #164/NOV2018	0122606700			12/10/18	256.00
							INVOICE TOTAL:	256.00
							VENDOR TOTAL:	256.00
GAL0002			GALLS, LLC					
011304291	12/04/18	01	10 DEPT FLEECE HATS	0122707300			12/10/18	73.90
							INVOICE TOTAL:	73.90
							VENDOR TOTAL:	73.90
GRA0001			W.W. GRAINGER					
9014970736	12/04/18	01	FILTERS	0127916711			12/10/18	87.72
							INVOICE TOTAL:	87.72
							VENDOR TOTAL:	87.72
HAW00003			HAWKINS, INC.					
4404600	12/04/18	01	70 GAL AZONE	5224606990			12/10/18	234.10
							INVOICE TOTAL:	234.10
							VENDOR TOTAL:	234.10
ILL00002			ILLINOIS SECRETARY OF STATE					
181128	11/29/18	01	NEW PLATES/DODGE DURANGO	2728828030			12/10/18	101.00
							INVOICE TOTAL:	101.00
							VENDOR TOTAL:	101.00
IMA0002			IMAGE PACT					
215965	11/29/18	01	INVESTIGATION FILE JACKETS/100	0122707020			12/10/18	128.25
		02	LOCAL CRASH REPORTS/500	0122707020				65.00
							INVOICE TOTAL:	193.25
							VENDOR TOTAL:	193.25

-- Village of Palos Park --
DETAIL BOARD REPORT

DATE: 12/04/18
TIME: 15:20:58
ID: AP441000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
INT00007	INTERGOVERNMENTAL RISK							
10/31/2018	12/04/18	01	AUTO LIABILITY	0122606000			12/10/18	20,042.37
		02	WORKERS COMPENSATION	0126606000				372.50
							INVOICE TOTAL:	20,414.87
							VENDOR TOTAL:	20,414.87
KLF00001	K L F ENTERPRISES, INC							
26805	11/29/18	01	REFUND DEMOLITION BOND	8000002102			12/10/18	1,000.00
							INVOICE TOTAL:	1,000.00
							VENDOR TOTAL:	1,000.00
LAU00003	LAUTERBACH & AMEN, LLP							
32293	12/04/18	01	FY2018 AUDIT FINAL BILLING	0129606560			12/10/18	2,000.00
		02	PREP IDOI RPT F/POLICE PENSION	0129606560				1,590.00
		03	POLICE PENSION COMPLAINTCE RPRT	0129606560				565.00
							INVOICE TOTAL:	4,155.00
							VENDOR TOTAL:	4,155.00
MEN00005	MENARDS							
40710	12/04/18	01	TARPS, CHISEL SET, LCK, SCRW, HK	0127926711			12/10/18	72.27
							INVOICE TOTAL:	72.27
41187	11/29/18	01	RUST DEFENSE	0127936711			12/10/18	44.94
		02	DOOR SWEEP	5324606990				9.69
		03	MAGLIGHT LED, 4' HRDWD STAKES	0124606708				78.65
							INVOICE TOTAL:	133.28
41393	12/04/18	01	FABULOSO LAVENDER	0127937760			12/10/18	13.98
		02	DRL BT,TOTE,POUCH,CTTR,WRNCH	0124606708				197.24
		03	WINDTUNNEL 2, BATTERY	0127926711				187.79
							INVOICE TOTAL:	399.01
							VENDOR TOTAL:	604.56

-- Village of Palos Park --
 DETAIL BOARD REPORT

DATE: 12/04/18
 TIME: 15:20:58
 ID: AF441000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MID00003 MIDAMERICAN ENERGY COMPANY								
9024338	11/29/18	01	10101 125TH ST 10/17-11/15/18	5224606400			12/10/18	496.54
							INVOICE TOTAL:	496.54
9024669	11/29/18	01	9 PARTRIDGE 10/17-11/15/18	5124606400			12/10/18	104.17
							INVOICE TOTAL:	104.17
9024670	11/29/18	01	68 OLD CREEK RD 10/17-11/15/18	5124606400			12/10/18	83.07
							INVOICE TOTAL:	83.07
9024671	11/29/18	01	1701 KINVARRA 10/17-11/15/18	5124606400			12/10/18	181.57
							INVOICE TOTAL:	181.57
9024672	11/29/18	01	9540 123RD ST 10/17-11/15/18	5224606400			12/10/18	56.03
							INVOICE TOTAL:	56.03
9024673	11/29/18	01	9301 W 123RD ST 10/17-11/15/18	5124606400			12/10/18	53.25
							INVOICE TOTAL:	53.25
9024674	11/29/18	01	12355 WOLF RD 10/17-11/15/18	5124606400			12/10/18	34.11
							INVOICE TOTAL:	34.11
9024675	11/29/18	01	40 RAMSGATE 01/17-11/15/18	5124606400			12/10/18	274.01
							INVOICE TOTAL:	274.01
9024676	11/29/18	01	12101 SW HWY 10/17-11/15/18	5224606400			12/10/18	1,880.09
							INVOICE TOTAL:	1,880.09
9024677	11/29/18	01	12410 91ST ST 10/17-11/15/18	5124606400			12/10/18	94.93
							INVOICE TOTAL:	94.93
9024678	11/29/18	01	8812 120TH PL 10/17-11/15/18	5124606400			12/10/18	76.55
							INVOICE TOTAL:	76.55
9024679	11/29/18	01	8201 RT83 10/17-11/15/18	5124606400			12/10/18	179.79
							INVOICE TOTAL:	179.79

-- Village of Palos Park --
DETAIL BOARD REPORT

DATE: 12/04/18
TIME: 15:20:58
ID: AP441000.WOW

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MID00003 MIDAMERICAN ENERGY COMPANY								
9024680	11/29/18	01 24	1/2 ROMIGA 10/17-11/15/18	5124606400			12/10/18	78.08
			INVOICE TOTAL:					78.08
9041213	12/04/18	01 12222	WILL COOK 10/23-11/21/18	5124606400			12/10/18	176.32
			INVOICE TOTAL:					176.32
9054035	12/04/18	01 135	FOREST EDGE 10/24-11/27/18	5124606400			12/10/18	111.09
			INVOICE TOTAL:					111.09
			VENDOR TOTAL:					3,879.60
MON0002 MONROE TRUCK EQUIPMENT, INC.								
322844	12/04/18	01 RPR	SNW PLOWS-MTE SPRD CPLR-6	0124606708			12/10/18	140.46
			INVOICE TOTAL:					140.46
323002	12/04/18	01 UNIT#55	PLOW PARTS, EDGE, BOLT	0124606708			12/10/18	385.44
			INVOICE TOTAL:					385.44
			VENDOR TOTAL:					525.90
NOR00001 NORTHERN SAFETY CO., INC.								
903225102	12/04/18	01 BIB	OVERALLS	0124707300			12/10/18	194.63
		02	UTILITY KNIFE	0124606708				9.22
			INVOICE TOTAL:					203.85
			VENDOR TOTAL:					203.85
PDC00001 PDC LABORATORIES, INC.								
I9346833	11/29/18	01 2	DSNFCTNT, DSFCTNT BYPRDCT PK	5224606620			12/10/18	290.00
			INVOICE TOTAL:					290.00
			VENDOR TOTAL:					290.00
PIZ00001 PIZZO AND ASSOCIATES, LTD								
20791	11/29/18	01	WORK PERFORMED 09/10/18	5224606990			12/10/18	495.00
			INVOICE TOTAL:					495.00
			VENDOR TOTAL:					495.00

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PRA00007			PRAXAIR DISTRIBUTION-963					
86217019	12/04/18	01	ACETYLENE CYLINDER	0124606708			12/10/18	28.74
							INVOICE TOTAL:	28.74
							VENDOR TOTAL:	28.74
PRI00009			PRINCIPAL FINANCIAL GROUP					
1812	11/29/18	01	LIFE INSURANCE DEC2018	0120505320			12/10/18	37.35
		02	LIFE INSURANCE DEC2018	0123505320				106.70
		03	LIFE INSURANCE DEC2018	0124505320				38.80
		04	LIFE INSURANCE DEC2018	0125505320				29.10
		05	LIFE INSURANCE DEC2018	0126505320				38.80
		06	LIFE INSURANCE DEC2018	0129505320				7.28
		07	LIFE INSURANCE DEC2018	1100505320				29.10
		08	LIFE INSURANCE DEC2018	5224505320				62.07
							INVOICE TOTAL:	349.20
							VENDOR TOTAL:	349.20
PRO00013			PRODUCTION DISTRIBUTION					
0061901-IN	11/29/18	01	MULTI-COLOR CHRISTMAS LIGHT/24	0127926780			12/10/18	410.40
							INVOICE TOTAL:	410.40
0061902-IN	11/29/18	01	GREEN CHRISTMAS LIGHT/50	0127926780			12/10/18	471.50
							INVOICE TOTAL:	471.50
							VENDOR TOTAL:	881.90
REA00001			READY REFRESH BY NESTLE					
08K0127398840	11/29/18	01	RENT	0126707010			12/10/18	2.99
							INVOICE TOTAL:	2.99
							VENDOR TOTAL:	2.99
REG00003			REGIONAL TRUCK EQUIPMENT					
201711	12/04/18	01	#42 PLW CNTRL HRNSS #55 & STK	0124606708			12/10/18	132.95
							INVOICE TOTAL:	132.95

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
REG00003	REGIONAL TRUCK EQUIPMENT							
201725	12/04/18	01	UNIT#55 PLOW CLEVIS PIN KIT	0124606708			12/10/18	30.66
			INVOICE TOTAL:					30.66
			VENDOR TOTAL:					163.61
REG00001	THE REGIONAL NEWS							
8701	12/04/18	01	LGL NOT INTENT BRRW FUNDS IEPA	5224606590			12/10/18	822.78
			INVOICE TOTAL:					822.78
8802	11/29/18	01	LEGAL NOTICE CANDIDATE FILING	0120606590			12/10/18	176.31
			INVOICE TOTAL:					176.31
			VENDOR TOTAL:					999.09
RIZ00001	JOE RIZZA							
414569	11/29/18	01	UNIT#42&44-KIT JET	0124606700			12/10/18	22.80
			INVOICE TOTAL:					22.80
			VENDOR TOTAL:					22.80
RIZ00002	RIZZA							
92425	12/04/18	01	VEH#261-1 HOSE	0122606700			12/10/18	21.70
			INVOICE TOTAL:					21.70
			VENDOR TOTAL:					21.70
ROS0001	ROSCOE							
1565618	11/29/18	01	MATS/REC 11/21/18	0127926990			12/10/18	35.00
			INVOICE TOTAL:					35.00
			VENDOR TOTAL:					35.00
RUS00015	RUSSO POWER EQUIPMENT							
5520905	12/04/18	01	EAR DEFENDORS, VISOR SCREEN	0124707300			12/10/18	71.80
			INVOICE TOTAL:					71.80

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
RUS00015			RUSO POWER EQUIPMENT					
5541120	12/04/18	01	COMPLETE FORESTRY HELMET SYS	0124707300			12/10/18	69.99
							INVOICE TOTAL:	69.99
5541125	12/04/18	01	HOODED JACKET	5224707300			12/10/18	199.96
		02	HOODED JACKET	0124707300				149.97
							INVOICE TOTAL:	349.93
							VENDOR TOTAL:	491.72
SER00001			SERVICE SANITATION, INC.					
7632300, 7632301	11/29/18	01	PARK HANDICAP RESTROOM	0127926990			12/10/18	81.00
		02	PARK HANDICAP RESTROOM	0127956990				81.00
							INVOICE TOTAL:	162.00
							VENDOR TOTAL:	162.00
SHA00016			SHARK SHREDDING, INC					
39181	11/29/18	01	ONSITE MONTHLY SHREDDING	0122707990			12/10/18	42.00
							INVOICE TOTAL:	42.00
							VENDOR TOTAL:	42.00
SHI00006			WINSTON SHIELDS &					
285	12/04/18	01	REFUND ROW BOND, CHECK#285	8000002100			12/10/18	3,500.00
							INVOICE TOTAL:	3,500.00
							VENDOR TOTAL:	3,500.00
SIG00002			SIGNS UNLIMITED					
1040	12/04/18	01	NEW VEH#265-LETTERING ON VEH	2728828030			12/10/18	475.00
							INVOICE TOTAL:	475.00
							VENDOR TOTAL:	475.00
SUB00002			SUBURBAN TRUCK PARTS					

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
SUB00002 SUBURBAN TRUCK PARTS								
65197	11/29/18	01	5 CARB CLANERS/SUPPLIES	01222606700			12/10/18	19.95
							INVOICE TOTAL:	19.95
65707	12/04/18	01	UNIT#2 AND STX-HUBCAP STR AXLE	0124606700			12/10/18	45.18
							INVOICE TOTAL:	45.18
							VENDOR TOTAL:	65.13
THE00001 THE BANK OF NEW YORK MELLON								
252-2151607/2155814	12/04/18	01	G.O. BONDS SERIES 2005	5224585820			12/10/18	778.00
		02	G.O. BONDS SERIES 2001 SA96-1B	5224585820				750.00
							INVOICE TOTAL:	1,528.00
252-2155812	12/04/18	01	DEBT CERT SERIES 2006	1000585802			12/10/18	778.00
							INVOICE TOTAL:	778.00
252-2155813	12/04/18	01	GO BONDS SERIES 2004	5124585810			12/10/18	778.00
							INVOICE TOTAL:	778.00
							VENDOR TOTAL:	3,084.00
TIR0001 TIRE SERVICES COMPANY								
245410	12/04/18	01	UNIT#55 WHEEL, MOUNT, DISMOUNT	0124606700			12/10/18	200.50
							INVOICE TOTAL:	200.50
245529	12/04/18	01	UNIT#244 ALIGNMENT	0125606700			12/10/18	69.95
							INVOICE TOTAL:	69.95
							VENDOR TOTAL:	270.45
TRI00001 TRI-RIVER POLICE TRAINING REG								
4543	12/04/18	01	REID TECHNIQUE/SGT HUGHES	0122606810			12/10/18	345.00
							INVOICE TOTAL:	345.00
							VENDOR TOTAL:	345.00

DATE: 12/04/18
 TIME: 15:20:58
 ID: AP441000.WOW

-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 12/10/2018

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2003763.002	11/29/18	01	REFUND/WALL	0100003000			12/10/18	200.00
							INVOICE TOTAL:	200.00
							VENDOR TOTAL:	200.00
WIN00008 WIN-911 SOFTWARE								
107XT339-2019214	12/04/18	01	2019 SFTWR & MAINTENANCE SPPRT	5224606990			12/10/18	595.00
							INVOICE TOTAL:	595.00
							VENDOR TOTAL:	595.00
W0000003 WOODWARD PRINTING SERVICES								
49549	11/29/18	01	REC BROCHURE WINTER2019/20 PG	0126707030			12/10/18	1,382.78
		02	GAZETTE WINTER2019/16 PG	0120707030				1,106.22
							INVOICE TOTAL:	2,489.00
							VENDOR TOTAL:	2,489.00
							TOTAL ALL INVOICES:	126,860.08

DATE: 12/04/18
 TIME: 15:21:10
 ID: AP443000.WOW

-- Village of Palos Park --
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00	GENERAL FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	4,158.79
WAL00017	PATRICIA WALL		200.00
	GENERAL FUND		4,358.79
06	RECREATION DEPT		
VAN00011	REBECCA VAN TIL		68.00
	RECREATION DEPT		68.00
20	ADMINISTRATION DEPARTMENT		
ATT00001	AT&T	1,780.88	260.31
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	3,208.81
CUR00003	CURALINC, LLC	356.40	28.89
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	37.35
REG0001	THE REGIONAL NEWS	2,021.17	176.31
WOO00003	WOODWARD PRINTING SERVICES	6,885.00	1,106.22
	ADMINISTRATION DEPARTMENT		4,817.89
21	PUBLIC AFFAIRS DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,608.05
	PUBLIC AFFAIRS DEPARTMENT		1,608.05
22	POLICE DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	8,514.03
CHI00040	CHICAGO PARTS & SOUND, LLC	4,821.41	213.12
CIT0002	CITY OF PALOS HEIGHTS		540.75
CUR00003	CURALINC, LLC	356.40	88.75
DEL00011	DE LAGE LANDEN FINANCIAL	4,064.48	154.88
EAG00001	THE EAGLE UNIFORM CO., INC.	1,667.23	220.00
FUL0001	FULLER'S CAR WASH	2,063.50	256.00
GAL0002	GALLS, LLC	2,092.08	73.90
IMA0002	IMAGE PACT	562.00	193.25
INT00007	INTERGOVERNMENTAL RISK		20,042.37

DATE: 12/04/18
TIME: 15:21:10
ID: AP443000.WOW

-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
22	POLICE DEPARTMENT		
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	106.70
RIZ00002	RIZZA	2,380.09	21.70
SHA00016	SHARK SHREDDING, INC	606.00	42.00
SUB00002	SUBURBAN TRUCK PARTS	772.50	19.95
TRI00001	TRI-RIVER POLICE TRAINING REG		345.00
	POLICE DEPARTMENT		30,832.40
24	PUBLIC WORKS DEPARTMENT		
AMW00001	A/M WELDING	1,700.00	650.00
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,996.56
CIN00001	CINTAS CORPORATION #23K	3,889.81	172.09
CLI00001	CLIFFORD-WALD, A KIP COMPANY	889.92	1,480.00
COM00017	COM ED	1,034.70	61.01
CRY00003	CRYSTAL OAK TREE SERVICES	21,270.00	10,240.00
CUR00003	CURALINC, LLC	356.40	22.70
MEN00005	MENARDS	2,823.51	275.89
MON0002	MONROE TRUCK EQUIPMENT, INC.	1,823.91	525.90
NOR00001	NORTHERN SAFETY CO., INC.	853.39	203.85
PRA00007	PRAXAIR DISTRIBUTION-963	795.61	28.74
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	38.80
REG00003	REGIONAL TRUCK EQUIPMENT		163.61
RIZ00001	JOE RIZZA	3,067.91	22.80
RUS00015	RUSSO POWER EQUIPMENT	3,183.41	291.76
SUB00002	SUBURBAN TRUCK PARTS	772.50	45.18
TIR0001	TIRE SERVICES COMPANY	7,018.63	200.50
	PUBLIC WORKS DEPARTMENT		16,419.39
25	BUILDING DEPARTMENT		
BAL00007	B ALLAN GRAPHICS	1,885.00	50.00
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,082.78
CHI00040	CHICAGO PARTS & SOUND, LLC	4,821.41	925.47
CUR00003	CURALINC, LLC	356.40	20.64
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	29.10
TIR0001	TIRE SERVICES COMPANY	7,018.63	69.95
	BUILDING DEPARTMENT		2,177.94

DATE: 12/04/18
TIME: 15:21:10
ID: AP443000.WOW

-= Village of Palos Park =-
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
26	RECREATION DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,897.94
COG00003	COG HILL COUNTRY CLUB		85.00
CUR00003	CURALINC, LLC	356.40	12.38
INT00007	INTERGOVERNMENTAL RISK		372.50
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	38.80
REA00001	READY REFRESH BY NESTLE	100.77	2.99
VIL00010	VILLAGE VIEW PUBLICATIONS, INC	1,064.00	266.00
WOO00003	WOODWARD PRINTING SERVICES	6,885.00	1,382.78
	RECREATION DEPARTMENT		4,058.39
27	PUBLIC GROUNDS		
EBE0001	PALOS ACE HARDWARE	1,829.34	34.42
GRA0001	W.W. GRAINGER	283.96	87.72
MEN00005	MENARDS	2,823.51	318.98
PRO00013	PRODUCTION DISTRIBUTION	387.88	881.90
ROS0001	ROSCOE	5,666.97	35.00
SER00001	SERVICE SANITATION, INC.	3,633.50	162.00
VIL0003	VILLAGE OF PALOS PARK	6,333.68	395.92
	PUBLIC GROUNDS		1,915.94
29	FINANCE DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	445.94
CUR00003	CURALINC, LLC	356.40	12.38
LAU00003	LAUTERBACH & AMEN,LLP	17,200.00	4,155.00
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	7.28
	FINANCE DEPARTMENT		4,620.60
30	SLUIS PROPERTY		
VIL0003	VILLAGE OF PALOS PARK	6,333.68	153.96
	SLUIS PROPERTY		153.96
32	PALOS PARK FESTIVALS		

DATE: 12/04/18
TIME: 15:21:10
ID: AP443000.WOW

-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
32	PALOS PARK FESTIVALS		
CAM00003	HARRY T. CAMERON		150.00
	PALOS PARK FESTIVALS		150.00
LAND ACQUISITION & RECREATION			
00	LAND ACQUISITION & RECREATION		
THE00001	THE BANK OF NEW YORK MELLON	802.50	778.00
	LAND ACQUISITION & RECREATION		778.00
LIBRARY FUND			
00	LIBRARY FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	2,768.41
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	29.10
	LIBRARY FUND		2,797.51
POLICE ASSET FORFEITURE FUND			
28	CAPITAL EXPENDITURES		
ILL00002	ILLINOIS SECRETARY OF STATE		101.00
SIG00002	SIGNS UNLIMITED		475.00
	CAPITAL EXPENDITURES		576.00
SEWER FUND			
00	SEWER FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	365.02
	SEWER FUND		365.02
24	SEWER FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,460.14
CIN00001	CINTAS CORPORATION #23K	3,889.81	36.12
CUR00003	CURALINC, LLC	356.40	10.33

DATE: 12/04/18
TIME: 15:21:10
ID: AP443000.WOW

-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

SEWER FUND			
24	SEWER FUND		
ENV0001	ETP LABS INC	698.00	546.00
FLO0001	FLOW-TECHNICS		597.00
MID00003	MIDAMERICAN ENERGY COMPANY	31,947.82	1,446.94
THE00001	THE BANK OF NEW YORK MELLON	802.50	778.00
	SEWER FUND		4,874.53
WATER FUND			
00	WATER FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	1,162.90
	WATER FUND		1,162.90
24	WATER FUND		
ALT00003	ALTERNATIVE ENERGY SOLUTIONS,		1,102.00
BLU00001	BLUE CROSS/BLUE SHIELD OF IL.	132,178.90	4,651.73
CIN00001	CINTAS CORPORATION #23K	3,889.81	37.64
CON00010	CONCENTRIC INTERGRATION LLC	17,335.75	4,475.00
CRY00003	CRYSTAL OAK TREE SERVICES	21,270.00	2,000.00
CUR00003	CURALINC, LLC	356.40	10.33
ENV00004	ENVIRONMENT MECHANICAL	11,160.25	335.00
HAW00003	HAWKINS, INC.	1,850.63	234.10
MID00003	MIDAMERICAN ENERGY COMPANY	31,947.82	2,432.66
PDC00001	PDC LABORATORIES, INC.	580.00	290.00
PIZ00001	PIZZO AND ASSOCIATES, LTD	1,547.50	495.00
PRI00009	PRINCIPAL FINANCIAL GROUP	8,764.18	62.07
REG0001	THE REGIONAL NEWS	2,021.17	822.78
RUS00015	RUSSO POWER EQUIPMENT	3,183.41	199.96
THE00001	THE BANK OF NEW YORK MELLON	802.50	1,528.00
USP0001	US POSTMASTER	3,320.00	420.00
VIL00008	VLGE. OF PALOS PARK		20,162.53
WIN00008	WIN-911 SOFTWARE		595.00
	WATER FUND		39,853.80
COMMUTER LOT FUND			
24	COMMUTER LOT FUND		
DAV00004	DAV-COM ELECTRIC, INC	8,676.00	260.00

DATE: 12/04/18
TIME: 15:21:10
ID: AP443000.WOW

-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 12/10/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

COMMUTER LOT FUND			
24	COMMUTER LOT FUND		
MEN00005	MENARDS	2,823.51	9.69
	COMMUTER LOT FUND		269.69
MCCORD FUND			
20			
VIL0003	VILLAGE OF PALOS PARK	6,333.68	501.28
			501.28
ESCROW FUND			
00			
KLF00001	K L F ENTERPRISES, INC		1,000.00
SHI00006	WINSTON SHIELDS &		3,500.00
			4,500.00
TOTAL ALL DEPARTMENTS			126,860.08

**THE VILLAGE OF PALOS PARK
SUPPLEMENTAL WARRANT LIST
FOR DECEMBER 10, 2018**

**THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING SUPPLEMENTAL WARRANT LIST FOR MANUAL
CHECKS, PAYROLL AND RECURRING WIRE TRANSFERS.**

MAYOR JOHN F. MAHONEY SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

SUPPLEMENTAL WARRANT LIST

December 10, 2018

COUNCIL MEETING

MANUAL CHECK: (Pre-authorized payments not coinciding with Warrant List schedule)

DATE	CHECK#	PAYEE	AMOUNT
10/23/2018	176075	Lindahl Brothers Inc	VOIDED
11/13/2018	176076	ILCMA	\$120.00
11/13/2018	176077	Dee Ulrich	\$200.00
11/13/2018	176078	USPS	\$650.00
11/17/2018	176079	Thomas Dodge of Highland	26,147.00
TOTALS:			\$27,117.00

PAYROLL REQUIREMENTS: (Regular & agency checks, tax liabilities & Paylocity invoice)

Pay Date:		11/15/2018	\$130,374.59
Pay Date:		11/29/2018	136,411.34
Pay Date:			
TOTALS:			\$266,785.93

RECURRING WIRE TRANSFERS:

DESCRIPTION	TRANSFERRED TO:	AMOUNT
VOPP-Wtr Purch Oak Lawn	Marquette Bank	\$56,760.06
Unused Commitmnt Fee/3rd	Harris Bank	\$31.08
IEPA Reich Loan Pymt	Marquette Bank	\$17,813.09
Holland & Knight LLP	First Midwest	\$10,378.78
Wow	On-Line	845.74
Wex Gas Purchase	On-Line	829.34
Shell Gas Purchase	On-Line	4,484.71
American Express	J. P. Morgan Chase Bank	
Aurelios Pizza		105.16
Record A Hit		3,419.59
Facebook		30.00
Amazon.Com		86.97
Best Buy		548.74
Amazon Marketplace		63.99
3 Points, LLC		3,752.00
Republic Services		29,578.77
Mizu Sushi House		50.26
Bloomingtons		98.90
Amazon. Com		39.96
Cengage Learning Inc		199.00
Ready Refresh		124.77
USPS		207.30
Papa Joes		175.26
Microsoft Office		10.61
Adobe		47.78
Otterbox/Lifeproof		116.72
Best Buy		129.99
Best Buy		-48.75

Best Buy			99.99
Office Max/Depot			20.79
We Fix			40.00
Vistaprints			256.05
Office Depot			54.86
Aurelios Pizza			322.60
Amazon Prime			12.99
Visa		First Midwest Bank	
Buona/Orland Park			100.26
TOTALS:			\$130,787.36

TOTAL SUPPLEMENTAL WARRANT LIST: \$424,690.29

Payroll Summary

VILLAGE OF PALOS PARK (1868)

Check Date: 11/15/2018

Process: 2018111501

Page 2 of 2

Pay Period: 10/27/2018 to 11/09/2018

Transfers

Type	Date	Source Account	Amount	
Billing	11/15/2018	1405470*	231.09	
Dir Dep	11/14/2018	1405470*	75,870.52	
Tax	11/14/2018	1405470*	33,266.07	
Totals Transfers			109,367.68	→ 109,367.68

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	11/21/2018	27,936.35
(Deposit made by Service Bureau)	Illinois SITW	11/21/2018	5,272.45
(Deposit made by Service Bureau)	Illinois SUI	1/31/2019	57.27
	Total Tax Deposits		33,266.07



Payroll Summary

Check Date: 11/29/2018

Page 1 of 2

VILLAGE OF PALOS PARK (1868)

Process: 2018112901

Pay Period: 11/10/2018 to 11/23/2018

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	67	0.00	79,471.79	79,471.79	
	Regular	5	2,717.52	0.00	2,717.52	
Totals		72	2,717.52	79,471.79	82,189.31	→ 82,189.31

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Agency	Regular	7	13,556.77	5,504.26	19,061.03	
Totals			7	13,556.77	5,504.26	19,061.03	→ 19,061.03

Total Net Payroll Liability				16,274.29	84,976.05	101,250.34	→ 101,250.34
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Tax Liability

FITW and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Federal Income Tax	36-6006039		Semi-Weekly	109,633.62	109,633.62	12,203.61		
Medicare	36-6006039		Semi-Weekly	118,505.99	118,505.99	1,718.36		
Medicare - Employer	36-6006039		Semi-Weekly	118,505.99	118,505.99		1,718.34	
OASDI	36-6006039		Semi-Weekly	118,505.99	112,571.37	6,979.45		
OASDI - Employer	36-6006039		Semi-Weekly	118,505.99	112,571.37		6,979.42	
Totals						20,901.42	8,697.76	→ 29,599.18

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	3660060390007		Semi-Weekly	109,633.62	109,633.62	5,511.33		
Totals						5,511.33	0.00	→ 5,511.33

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.005250	Quarterly	118,505.99	9,617.46		50.49	
Totals						0.00	50.49	→ 50.49

Total Tax Liability						26,412.75	8,748.25	→ 35,161.00
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Total Payroll Liability						136,411.34		→ 136,411.34
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Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount	
104528263	11/29/2018	222.44				222.44	
Totals		222.44		0.00		222.44	→ 222.44

Transfers



Paylocity Corporation
(847) 956-4850 Fax (847) 956-1926

User: Company Rpt Admin

Run on 11/27/2018 at 1:23 PM

Payroll Summary

Check Date: 11/29/2018

Page 2 of 2

Process: 2018112901

VILLAGE OF PALOS PARK (1868)

Pay Period: 11/10/2018 to 11/23/2018

Type	Date	Source Account	Amount	
Billing	11/29/2018	1405470*	222.44	
Dir Dep	11/28/2018	1405470*	79,471.79	
Tax	11/28/2018	1405470*	35,161.00	
Totals Transfers			114,855.23	→ 114,855.23

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	12/5/2018	29,599.18
(Deposit made by Service Bureau)	Illinois SITW	12/5/2018	5,511.33
(Deposit made by Service Bureau)	Illinois SUI	1/31/2019	50.49
	Total Tax Deposits		35,161.00



Building Department
 8999 West 123rd Street
 Palos Park, IL 60464
 www.palospark.org



Phone: (708) 671-3730
 Fax: (708) 448-9542

To: G. Darryl Reed, Building Dept. Commissioner
 From: Building Department
 Date: December 5, 2018
 Subject: **Building Department Report for Council Meeting December 10, 2018**

The Building Department would like to wish everyone Happy Holidays & a Happy New Year!

PERMITS

The Building Department processed Nine (9) permits from Nov. 21- Dec 4, 2018 resulting in \$12,282.60 of permit fees. Twenty-three (23) inspections were completed during this time.

12219 S. 89th Avenue	New home construction	\$ 6,582.00
8511 W. 121st Street	Deck	\$ 240.00
9903 W. Somerset	Paver patio	\$ 480.00
9903 W. Somerset	Fence	\$ 180.00
9903 W. Somerset	In-ground pool	\$ 2,120.60
12219 S. 86th Avenue	Signage	\$ 810.00
3 Ramsgate	Grading & pavers	\$ 1,540.00
9131 Hillcrest	Re-Roof	\$ 120.00
12219 S. 86th Avenue	Electrical permit	\$ 210.00
	TOTAL	\$ 12,282.60
	YEAR TO DATE TOTAL	\$ 143,842.98



Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: December 10, 2018

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Professional Services Agreement with HR Green for plan review and inspection services.

BACKGROUND/HISTORY:

On January 8, 2018, the Village Council authorized staff to negotiate an agreement with HR Green to provide building plan review and inspection services. The agreement expires on December 31, 2018, and will need to be renewed to continue service. The attached agreement has been reviewed by staff and the Village's legal counsel and is ready to be executed. The agreement mirrors the previous agreement, with exception to minor increases in the fees to reflect HR Green's 2019 bill rates. A resolution has been prepared authorizing the Mayor or his designee to execute the agreement.

STAFF RECOMMENDATION:

Staff recommends approval.

RECOMMENDED MOTION:

I move to approve the resolution authorizing a representative to sign the professional services agreement with H.R. Green, Inc. relative to building plan review and inspection services.

RESOLUTION NO. 2018 – 10

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
A PROFESSIONAL SERVICES AGREEMENT WITH H.R. GREEN, INC.
RELATIVE TO BUILDING PLAN REVIEW AND INSPECTION SERVICES**

WHEREAS the Village of Palos Park (the "Village") has determined that it is in the public interest that the Village outsource some of its building and zoning inspection work; and

WHEREAS, the Village previously underwent a thorough search of competent firms to provide the necessary scope of services relative to this building and zoning inspection work; and

WHEREAS, the Village previously determined HR Green, Inc. to be the best suited firm to do the necessary work; and

WHEREAS, HR Green, Inc. has been satisfactorily performing the necessary work for the Village; and

WHEREAS, the Village desires to continue its relationship with HR Green for performance of this building and inspection work; and

WHEREAS, the Village and HR Green, Inc. have reached a written common understanding of the terms of the work and cost to the Village in the form of agreement attached as Exhibit A to this Resolution; and

WHEREAS, the Village finds it in its best interests to authorize the Mayor, the Village Manager or a designee to sign the agreement attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Palos Park, Cook County, Illinois, that John F. Mahoney, Mayor of the Village of Palos Park, Richard Boehm, Village Manager of the Village of Palos Park and/or a designee,

are hereby each individually authorized to execute the professional services agreement with H.R. Green, Inc. relative to Building Plan Review and Inspection Services attached as Exhibit A to this Resolution of which Exhibit A is a part.

Agreement attached as Exhibit A on behalf of the Village of Palos Park.

ADOPTED this __ day of _____, 201_, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this __ day of _____, 201_.

John F. Mahoney
Mayor

ATTEST:

Marie Arrigoni
Village Clerk



PROFESSIONAL SERVICES AGREEMENT

For

Village of Palos Park

Building Plan Review and Inspection Services

Mr. Richard Boehm
Village Manager
Village of Palos Park
8999 W. 123rd St.
Palos Park, IL. 60464
708-671-3700

Frank Urbina, NCARB, AIA, ALA, APA
Licensed Architect / Chief Building Official
HR Green, Inc.
323 Alana Dr.
New Lenox, IL 60451
815.385.1778

HR Green Project No.: 190566

January 1, 2019

HRGreen.com

Phone 815.385.1778 Fax 815.385.1781 Toll Free 800.728.7805
323 Alana Dr. New Lenox, Illinois 60451



TABLE OF CONTENTS

- 1.0 PROJECT UNDERSTANDING
- 2.0 SCOPE OF SERVICES
- 3.0 DELIVERABLES AND SCHEDULES INCLUDED IN THIS AGREEMENT
- 4.0 ITEMS NOT INCLUDED IN AGREEMENT/SUPPLEMENTAL SERVICES
- 5.0 SERVICES BY OTHERS
- 6.0 CLIENT RESPONSIBILITIES
- 7.0 PROFESSIONAL SERVICES FEE
- 8.0 TERMS AND CONDITIONS

THIS **AGREEMENT** is between the Village of Palos Park (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

Upon contract approval and notice-to-proceed, COMPANY will provide CLIENT with COMPANY staff to perform Building Plan Review and Inspection Services. COMPANY staff will report directly to the Village of Palos Park Village Hall daily as determined by CLIENT based on the following Options as listed and described below:

Basic Services:

Plan Reviews and Building Inspections (Residential, Commercial and Industrial) with HR Green staff will be provided as needed by Client reporting to the Chief Building Inspector. An inspection schedule is to be sent to HR Green via email by 4:00 p.m. the day prior to inspections. The inspection schedule is to include address, contractor or permit applicant contact information, the type of inspection and time of inspection for each inspection.

To provide Plan Review Services at our HR Green office(s) as needed, plans may be picked up by HR Green staff, mailed or sent electronically as PDF's via email as required and determined by client. HR Green will return a final complete set of plans to the client stamped "approved" or "approved as noted" or as requested by the client. Plan review letters will be provided to the Village for all plan reviews.

COMPANY staff will take direction from the Chief Building Inspector and or assigned Village Staff and will adhere to the CLIENT'S scheduling, reporting, software usage, equipment standards, personnel assignments, training and policy compliance.

COMPANY staff will be International Code Council (ICC) certified and/or State Licensed Professionals and will be experienced and knowledgeable in their specific field of service. COMPANY staff will work in compliance with the Village of Palos Park policies and adopted building codes, ordinances and amendments.

COMPANY will work and coordinate plan reviews and inspections with the Village's software system, if available. COMPANY will attend training on Village policies including, but not limited to software, procedures, and Village Code requirements as needed.

2.0 Scope of Services

CLIENT agrees to employ COMPANY to perform Building Plan Reviews and Inspections for building projects within the Village of Palos Park as directed by CLIENT as listed above including but not limited to, Residential, Remodeling, Additions, Multi-family, Commercial, Industrial, Mixed Use, etc.

- A. COMPANY will utilize a multi-disciplined team member assigned to the Village as required to perform complete technical Building Plan Reviews and Building Inspections, as requested by CLIENT, to include:

- Zoning
 - Civil (including floodplain)
 - Building
 - Mechanical
 - Electrical
 - Plumbing
 - Energy
 - Accessibility
 - Means of Egress
 - Use and Occupancy
 - Building Height and Areas
 - Construction Type
- B. COMPANY staff will verify that construction documents (plans and specifications) and building inspections comply with adopted Building Codes, Village of Palos Park Zoning Codes and Municipal Ordinances and Amendments, and will review third party reports such as, but not limited to, Health Department Requirements, Soils and Geological Reports, Civil Engineering Grading Drawings and Surveys, Roof and Floor Engineered Truss Design Plans and Structural Design Plans.
- C. As directed by CLIENT, COMPANY staff will track plan review comments and inspections to verify that the applicants have addressed plan review and inspection comments in order to achieve Code and Ordinance compliance.
- D. COMPANY will provide a consistent roster of International Code Council (ICC) Certified Inspectors and State Licensed Professionals to perform plan reviews and building inspections as required by CLIENT. COMPANY plan reviewers and building inspectors will conduct plan reviews and inspections of all building disciplines to verify that plans and construction complies with approved plans, specifications, and all applicable codes and ordinances and amendments. As directed by CLIENT, COMPANY staff will provide on-site and off-site (via telephone and email) consultation to assist residents, business owners, developers, contractors and design professionals as required.
- E. COMPANY staff will provide plan reviews and inspection services during the Village's normal business hours or as directed by CLIENT and will include:
- Excellent customer service to the public as an extension of Village staff.
 - On-site and off-site problem solving and working closely with property owners through occupancy as directed by CLIENT.
 - Proficiently communicate with permit applicants to provide clear and concise direction as determined by CLIENT.
 - Participate in reviews with fire, health, and other government agencies as required and directed by CLIENT.
 - Incorporate, track and update plan reviews and inspection reports utilizing the Village's computer software system.

- F. COMPANY will provide additional on-call staff (Plan Reviewers and Building Inspectors) as requested by CLIENT to cover building department staff when they are on vacation or out of the office or as needed.

3.0 Deliverables and Schedules Included in this Agreement

The initial contract term shall be from the date of award to December 31, 2019. The CLIENT shall have the right to renew the contract on an annual basis with all terms and conditions, other than price, remaining the same.

COMPANY shall begin performing the services within ten (10) days of a notice to proceed from CLIENT. The actual start date can be reviewed and amended to meet the needs of the CLIENT.

4.0 Items not included in Agreement, but available as Supplemental Services

The following items are not included as part of this agreement, but can be added at any time per task order or escrow account setup:

- Landscape Architect / Arborist – HR Green staff
- Licensed Architect Services other than Building Plan Reviews
- Structural Engineering Plan Reviews and Structural Calculation Reviews-HR Green staff
- Surveying – HR Green staff
- Soil Testing – Not provided by HR Green (use sub-consultant)
- External Agency Reports
- Environmental – HR Green staff

Supplemental services not included in the agreement can be provided by COMPANY under separate agreement, if desired and will be provided at COMPANY Standard Bill Rates.

5.0 Services by Others

Permit Coordinator / Administrative Assistant – Village Staff

6.0 Client Responsibilities

CLIENT is to provide COMPANY appointed staff with a copy of all Local Municipal Codes and Ordinances with Amendments including Historical District, Zoning and Subdivision and Sign requirements, standard permit, plan review and inspection forms and any other applicable forms or documents.

Pricing Index

BILL RATE FEE SCHEDULE – 2019 (As Applicable)

Task	Personnel	Bill Rate
Civil / Structural Engineering Reviews	Professional Engineer I / II	\$134 - \$175 per hour
Building Plan Reviews Residential and Commercial	Chief Building Official / Master Code Professional	\$116 per hour
Landscaping Reviews	Licensed Landscape Architect	\$111 per hour
Building Inspections	ICC Certified Building Inspector	\$85 per hour
Mechanical Inspections	ICC Certified Mechanical Inspector	\$85 per hour
Electrical Inspections	ICC Certified Electrical Inspector	\$85 per hour
Plumbing Inspections	IDPH Licensed & Certified Plumbing Inspector	\$100 per hour
Permit / Administrative	Permit Coordinator / Administrative Assistant	\$80 per hour
HR Green Vehicle (1 vehicle to be stationed at the Village)	Or per IRS Current Standard Mileage Rate	\$650 per month

7.0 Professional Services Fee

7.2 Fees

The fee for services will be based on the Basic Services as selected by client and according to COMPANY's standard hourly rate fee schedule.

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt. The CLIENT agrees to pay in a timely manner following the terms of the "Illinois Local Government Prompt Payment Act, 50 ILCS 505".

7.3 Extra Services

Any service required but not included as part of this contract shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

7.4 Exclusion

This fee does not include attendance at public meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

7.5 Payment

The CLIENT agrees to pay COMPANY according to the Basic Services as selected by the CLIENT.

8.0 Terms and Conditions

The following Terms and Conditions are incorporated into this AGREEMENT and made a part of it.

8.1 Standard of Care

Services provided by COMPANY under this AGREEMENT will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

8.2 Entire Agreement

This Agreement, and its attachments, constitutes the entire understanding between CLIENT and COMPANY relating to professional building inspection and plan review services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this Agreement shall be in writing and signed by the parties to this Agreement. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra services pursuant to this Agreement, CLIENT will pay for the additional services even though an additional written Agreement is not issued or signed.

8.3 Time Limit and Commencement of Services

This AGREEMENT must be executed within ninety (90) days to be accepted under the terms set forth herein. The services will be commenced immediately upon receipt of this signed Agreement.

8.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this Agreement, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT, and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

8.5 Book of Account

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

8.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage, and Professional Liability insurance caused by the negligent performance by COMPANY's employees of the functions and services required under this Agreement. COMPANY will comply with client's insurance requirements in accordance with the terms set forth in Exhibit A attached hereto and made a part herein.

8.7 Termination or Abandonment

Either party has the option to terminate this Agreement. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this Agreement may be terminated upon seven days written notice. If any portion of the services is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the services not terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for services performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination.

8.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

8.9 Severability

If any provision of this Agreement is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this Agreement shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

8.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this Agreement shall be made without written consent of the parties to this Agreement.

8.11 Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY or the CLIENT because of this Agreement or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts

with contractors, subcontractors, subconsultants, vendors and other entities involved in this project to carry out the intent of this provision.

8.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Illinois without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Illinois.

8.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this Agreement, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the prevailing party in the litigation. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith to the prevailing party.

8.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.

8.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorney's fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

8.17 Failure to Abide by Design Documents or To Obtain Guidance - Omitted

8.18 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this contract unless indicated in the Scope of Services.

8.19 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

8.20 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and sub-consultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the General Contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT'S AGREEMENT with the General Contractor.

8.21 Hazardous Materials

It is acknowledged by both parties that COMPANY'S scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this Agreement shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42

U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

8.22 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a Design Professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

~~8.23 Limitation of Liability - Section Deleted~~

8.24 Mutual Indemnification

The COMPANY and the CLIENT mutually agree, to the fullest extent permitted by law, to defend, indemnify and hold each other harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts and omissions in the performance of their services under this Agreement to the extent that each party is responsible for such damages, liabilities and costs.

8.25 Construction Observation Without Design

It is agreed that the professional services of COMPANY are limited to a review and observation of the work of the contractor to ascertain that such work is proceeding in general accordance with the contract documents and that such contract documents have not been prepared by the COMPANY. Unless otherwise stated, the CLIENT warrants that any documents provided to COMPANY by the CLIENT or by the prior consultant may be relied upon as to their accuracy and completeness without independent investigation by the successor consultant and that the CLIENT has the right to provide such documents to COMPANY free of any claims of copyright or patent infringement or violation of any other party's rights in intellectual property. It is further agreed that the CLIENT will defend, indemnify and hold harmless COMPANY from any claim or suit whatsoever, including all payments, expenses or costs, arising from or alleged to have arisen from an error or omission in the plans, specifications or contract documents. COMPANY agrees to be responsible for its employees own negligent acts, errors or omissions in the performance of their professional services.

8.26 Construction Observation

COMPANY shall visit the project at appropriate intervals (as described in the scope of services) during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. The CLIENT has not retained COMPANY to make detailed inspections or to provide exhaustive or continuous project review and observation services. COMPANY does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

If the CLIENT desires more extensive project observation or full-time project representation, the CLIENT shall request in writing such services be provided by COMPANY as Additional Services in accordance with the terms of the Agreement.

3.1 Municipal Advisor

This AGREEMENT is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the AGREEMENT. Services will not begin until COMPANY receives a signed agreement. COMPANY's services shall be limited to those expressly set forth in this AGREEMENT and COMPANY shall have no other obligations or responsibilities for the Project except as agreed to in writing. The effective date of the AGREEMENT shall be the last date entered below.

Sincerely,

HR GREEN, INC.



Frank Urbina NCARB, A.I.A., ALA, APA
Chief Building Official / Licensed
Architect

Date: 12/6/2018

Approved by:
Printed/Typed
Name:



Timothy J. Hartnett - Principal

Title: Vice President
Governmental Services Date: 12/6/2018

Village of Palos Park

Accepted by: _____
Printed/Typed
Name: _____
Title: _____ Date: _____

Palos Park Police Safe Ride program for New Year's Eve

Palos Park Police again this year will offer rides home from a party on New Year's Eve. The concept of the program is simple. Palos Park police offer rides to people who have had too much to drink, thereby avoiding an accident, arrests or other alcohol related tragedy.

Commissioner Dan Polk said, "This absolutely reduces the risk of people driving when they shouldn't be. We want impaired drivers off the road and home safely."

The cost of the program to the village is minimal as it is an alternate use of resources. The Park typically schedules additional police personnel for duty on New Year's Eve. Palos Park Police invite people to call for a ride on New Year's Eve between the hours of 10 p.m. and 4 a.m. The boundaries are confined to the village of Palos Park, although officers will go a bit beyond the village proper to get somebody home.

For a ride call the Palos Park police directly at 708-448-2191 or call Chief Miller's cell directly at 708-259-1035.

In addition to the Safe Ride program, Palos Park is joining law enforcement agencies throughout the state in roadside safety checks and safety belt enforcement zones throughout the holiday season

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The Palos Park Police Cadet Food Drive 2018!

We are looking for donations of non-perishable foods such as canned goods or boxed goods.

The food drive began November 1st and will continue through January 1st.

The Palos Park Police Cadet program is currently holding its 18th Annual Holiday Food Drive. The group is seeking donations of non-perishable foods such as canned goods or boxed goods.

The cadets will accept donations at the Palos Park Police Department located at 8999 W. 123rd St., from November 1 through January 1.

All donations will go to the Palos Township Food Pantry located 10802 S. Roberts Rd. in Palos Hills, which assists families that are from towns within the Palos Township border, which include Palos Heights, Palos Hills, Palos Park, Hickory Hills, Worth, Willow Springs and parts of Orland Park.

To request a pick-up and more information, please call 708-671-3770.

*****Look for the cadet food drive boxes at these locations in town*****

Palos Park Police Department

Palos Park Recreation Center

Palos Park Library

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Palos Park Police Department

Palos Park Recreation Center

Palos Park Library



Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: December 10, 2018

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Approval of the Southwest Major Crimes Task Force Intergovernmental Agreement.

BACKGROUND/HISTORY:

The Southwest Major Crimes Task Force allows our officers to work with and learn from the collective Southwest Major Crimes Task Force membership. This is an on call as needed position structured to provide for a cooperative effort to gain access to mutual aid when required.

Activations of the Southwest Major Crimes Task Force would include, but not be limited to the assignment of trained certified sworn investigative staff to follow up and assist in crimes: homicide, kidnapping (non-parental), aggravated battery where death is probable, and violent sex crimes or multiple sex crimes.

Current members of the Southwest Major Crimes Task Force are Bedford Park, Crestwood, Chicago Ridge, Hometown, Indian Head Park, Justice, Moraine Valley College, Oak Forest, Palos Hills, Willow Springs, and Worth.

STAFF RECOMMENDATION:

The Village Attorney and IRMA's Attorney have both reviewed and made changes that have been accepted by the Southwest Major Crimes Task Force. Recommend Village of Palos Park council authorize the execution of an intergovernmental agreement with the Southwest Major Crimes Task Force.

RECOMMENDED MOTION:

I move to approve execution of an intergovernmental agreement with the Southwest Major Crimes Task Force.



VILLAGE OF
PALOS PARK

November 25, 2018

JOHN F. MAHONEY
Mayor

JAMES PAVLATOS
Accounts & Finances

NICOLE MILOVICH-WALTERS
Public Works & Streets, Recreation

DAN POLK
Public Health & Safety

G. DARRYL REED
Building & Public Property

MARIE ARRIGONI
Village Clerk

RICHARD B. BOEHM
Village Manager

Board of Directors & Member Agencies Southwest Major Crimes Task Force (SWMCTF)

Re: Membership South West Major Crimes Task Force

The Village of Palos Park seeks membership into the Southwest Major Crimes Task Force (SWMCTF) and shall commit two investigators assigned to each task force call out. Palos Park has five (5) full time sworn certified Lead Homicide Investigators to enhance the SWMCTF's effort to provide comprehensive investigative services to all participating member agencies.

The Village of Palos Park will commit to offering our sworn staffs services including major drug related violent crimes including homicides, non-parental kidnappings, and other exceptionally heinous crimes when requested to do so by the Police Chief of the member agency with the approval of the Board of Directors.

The Village of Palos Park seeks approval for membership in the Southwest Major Crimes Task Force (SWMCTF) current Board of Directors of the Southwest Major Crimes Task Force, including adoption of the Intergovernmental Southwest Major Crimes Task Force Agreement ("Agreement"), by the participating agencies. As well as acceptance of the Village of Palos Park, Illinois Police Department into the Southwest Major Crimes Task Force (SWMCTF)

The Village of Palos Park Board will be reviewing our request to seek approval for the Intergovernmental Agreement (IGA) for membership in the Southwest Major Crimes Task Force

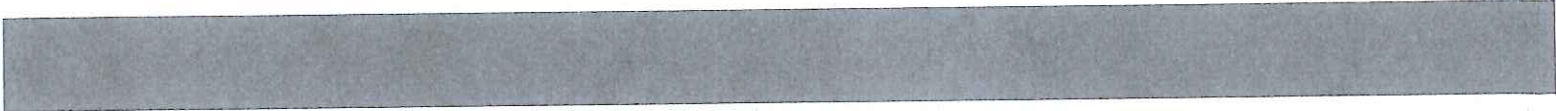
Thank you for your consideration.

Sincerely,

Joe Miller, Chief of Police

Police Department

8999 West 123rd Street, Palos Park, IL 60464 • Ph (708) 671-3770 • Fax (708) 448-0650 • E-Mail: jmiller@palospark.org



Southwest Major Crimes Task Force Cook County, IL By-Laws and Intergovernmental

Member Agencies

Bedford Park Police Department

Burbank Police Department

Chicago Ridge Police Department

Crestwood Police Department

Hickory Hills Police Department

Hometown Police Department

Moraine Valley Community College Police Department

Worth Police Department

**BY-LAWS OF THE
SOUTHWEST MAJOR CRIMES
TASK FORCE**

ARTICLE I - NAME AND PURPOSE

Section 1: This organization shall be known as the Southwest Major Crimes Task Force (SWMCTF).

Section 2: It is recognized that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments. It is the purpose of SWMCTF to govern the manner in which such cooperative efforts, pursuant to the underlying Intergovernmental Southwest Major Crimes Task Force Agreement, are implemented.

Section 3: It is the intent of this organization that each member shall bear its own costs and risk of liability when providing assistance to another member. When entering into membership, it is impossible to predict the frequency or intensity of a particular member's mutual aid requirements. Therefore, some members may ultimately receive a greater measure of actual benefit than other members. The purpose of entering into such an intergovernmental agreement is to gain access to mutual aid when required. A consideration for this access is the known risk that the ultimate cost and benefit may not be evenly distributed among members.

ARTICLE II - AUTHORITY

SWMCTF is established pursuant to the Intergovernmental Southwest Major Crimes Task Force Agreement ("Agreement"), as adopted by the participating agencies.

ARTICLE III - MEMBERSHIP

Section 1: The original members of SWMCTF are:

See Attachment A

Section 2: Other agencies within Cook County may become members of SWMCTF upon adoption of the Agreement by the corporate authorities of the agency. An approval by two-thirds vote of the current Board of Directors is required prior to acceptance. The applying agency will be required to submit a payment of any membership or assessment fee(s) that are required of its members.

Section 3: Members who fail to meet any obligations of SWMCTF, including but not limited to the payment of dues, in accordance with the Agreement or with these by-laws may be suspended or expelled from SWMCTF membership by a two-thirds vote of the SWMCTF Board of Directors.

ARTICLE IV- BOARD OF DIRECTORS

Section 1: The Board of Directors shall consist of the Chiefs of Police of the participating agencies

Section 2: The Board of Directors shall establish an Operations Plan that is consistent with the SWMCTF By-laws and the Agreement. The Operations Plan shall provide the following:

- Procedures for requesting, rendering and receiving aid under the SWMCTF Agreement, and
- The interpretation and administration of the Agreement,
- Approval of any programs established under authority of the Agreement.

Section 3: The Board of Directors shall have the authority to take appropriate action to accomplish the purposes of SWMCTF.

Section 4. An Executive Committee of the Board of Directors shall consist of the Board President, Vice-President, Secretary and Treasurer, elected from the member municipalities by the Board of Directors and they shall hold their respective offices for the term of one year, or until a successor has been elected if a position is vacated sooner.

Positions will be filled by ascending officers to the next position, up to the position of President. The orders of ascending positions are from Secretary to Treasurer to Vice-President to President. An officer ascends to the next highest position in the month of January of the new calendar year. The position of Secretary will be filled by an election in the 4th quarter of the previous calendar year. Nominations for the position of Secretary must be submitted to the current Secretary by the 15th of the month that is prior to the month of the 4th quarterly meeting.

Should any executive committee position become vacant, the active officer must submit a letter of resignation; the position will then be considered vacant. Executive Committee members will ascend to the next position to serve for the remainder of the term and what would be the next subsequent term. . The appointment to fill the vacant Secretary position will be made by the Executive Board. This appointment will remain in place until the next open nomination for that position occurs.

Section 5: Neither these By-Laws nor any Operating Plan shall be inconsistent with the Intergovernmental Agreement of the Southwest Major Crimes Task Force.

ARTICLE V-MEETINGS

Section 1: The SWMCTF Board of Directors will meet quarterly at a time and place determined by the Executive Committee. The meeting dates for the 2nd , 3rd and 4th quarterly meetings will be determined at the first quarterly meeting of the calendar year. The meeting date for the 1st quarterly meeting is determined at the 4th quarterly meeting. Special meetings may be called by the President, a majority of the Executive Committee, or by one-third of the members of the Board of Directors.

Section 2: The Executive Committee shall meet when called by the President or a majority of the Executive Committee members.

Section 3: Majority of the members shall constitute a quorum for meetings of the Board of Directors. Member(s) present representing their respective agency are entitled to one vote per agency.

Section 4: The current edition of Robert's Rules of Order shall govern meetings in all cases in which they are applicable and not inconsistent with these by-laws.

Section 5: The decision reached by the majority of the directors present at a meeting at which a quorum is present shall be the decision and the act of the Board of Directors, unless the act or decision of greater number is required by statute, these by-laws, or the intergovernmental agreement.

Section 6: The decision or act of the majority of the Board of Directors may also be determined as the act or decision of the Board of Directors through a majority vote on any one issue by a written declaration by the President outlining the issue, and its impact. This single issue may be voted upon by the Directors through any means that establishes a record that a quorum of Directors considered the issue and that majority of directors cast a ballot on the issue. The ballot may be in the form of electronic communication or written ballot. Such act by the majority shall be certified by the Board of Directors and recorded in the minutes of the next meeting of the Board of Directors following the single-issue vote.

ARTICLE VI- ASSIGNED DUTIES OF OFFICERS

Section 1: The President shall preside at all meetings of the Board of Directors and Executive Committee and appoint members of any committee (except the Executive Committee) that may be established by the Executive Committee or the Board of Directors.

Section 2: The Vice-President who serves next in command will assume the duties of the President in his/her absence. The Vice-President will assume duties assigned by the Board of Directors or President.

Section 3: The Secretary shall keep an accurate record of the proceedings of all meetings, carry on official correspondence as directed by the Board of Directors, provide to each Board of Directors member the official minutes of all meetings, and maintain all official SWMCTF records.

To assist the Secretary in fulfilling the duties of the office, the SWMCTF Board of Directors may authorize the appointment of an Assistant to the Secretary who may be an independent contractor, subcontracted to assist the Secretary; such appointment shall be approved by the majority of the SWMCTF Board of Directors. Compensation, if any, of the independent contractor will be at the discretion of the SWMCTF Board of Directors.

Section 4: The Treasurer shall receive all monies, be custodian of all funds, and deposit all funds in a financial institution approved by the SWMCTF Board of Directors. The Treasurer shall give financial reports at all quarterly meetings or as required by the Board of Directors, sign and issue checks, and perform such other duties as usually pertain to the office on behalf of SWMCTF.

ARTICLE VII-COMMITTEES

The President or Board of Directors may create such committees as are deemed necessary to accomplish the purposes of SWMCTF.

ARTICLE VIII - DUES AND ASSESSMENTS

Section 1: The initial assessment for original and new members shall not exceed \$1,000.00 with annual assessments as needed thereafter.

The initial and new member assessments for members shall be prescribed by the Board of Directors,

Annual assessments will be determined at each 4th quarterly meeting of the calendar year, the annual membership assessment fee for participating agencies, if any, for the following calendar year will be determined by the Board of Directors and shall be payable to the Treasurer in the first quarter of the calendar year; For budget purposes, annual membership assessments are anticipated to be no more than one thousand dollars, (\$1,000).

All assessments approved by the Board of Directors shall be binding upon all members and payment shall be a condition of membership. The period of membership is January 1st, 00:00hrs, of the calendar year, ending December 31, 23:59hrs of the calendar year. New member's acceptance and approved by the Board of Directors will require the payment of the described New Member Assessment dues.

ARTICLE IX - COMPENSATION

Section 1: Officers and members of the Board of Directors shall serve without any compensation.

If the Board of Directors appoints an Assistant to the Secretary who will only serve as an independent contractor and not as an employee of the SWMCTF, compensation, if any, will be determined by the SWMCTF Board of Directors.

Section 2: Except as otherwise provided in the Agreement, police assistance provided by any aiding agency shall be rendered without charge to the requesting agency or any other participating agency.

Section 3: An aiding agency may request payment from or indemnification by a requesting agency where the aiding agency has incurred unusual or burdensome costs in providing police assistance to the requesting agency.

Section 4: The Board of Directors may approve expenditures for professional consultants for training only as required by SWMCTF.

ARTICLE X - DISBURSEMENTS

Disbursement of funds may be made only as authorized by the Board of Directors.

ARTICLE XI - PROPERTY

The equipment, property, supplies, and furnishings needed to fulfill the purpose of SWMCTF may be provided by participating agencies. Any item provided by a participating agency shall be, and remain the property of that agency, unless provided otherwise by the agency.

Equipment or property purchased by SWMCTF for use of its members shall be the property of SWMCTF.

ARTICLE XII LIABILITIES/INSURANCE

Each Member Agency will accept liability to the extent required by the Illinois Worker's Compensation Act (820 ILCS 305/1 et. Seq.) for personal injuries occurring to its Investigators while engaged in SWMCTF investigations or activities.

Member Department/Agencies will furnish their assigned Investigators with a suitable vehicle and will bare sole responsibility for the costs associated with maintaining and insuring said vehicle.

Every member agency agree to assume liability for its respective personnel, vehicles and equipment assigned to the SWMCTF. Each participating member agency assumes responsibility for members of its police force acting pursuant to the Agreement as to indemnification of said police officers.

ARTICLE XIII ASSET FORFEITURE ON TASK FORCE CASES

Any assets seized or forfeited as a result of a SWMCTF investigation shall be distributed and used according to existing State Law. However, any participating Member Agency agrees to designate fifty (50) percent of any such distribution as Task Force training and expense funds to be used according to guidelines determined by the Board of Directors, provided said use if said funds is in compliance with State Law.

ARTICLE XIV . MISCONDUCT

1. Misconduct by any member of a member agency of the SWCTF shall include the following:
 - a) Violation of a SWMCTF policy and/or rules or procedures,
 - b) Conduct which may tend to reflect unfavorably upon any of the parties to the agreement.
 - c) Any violation of subsection (a) or (b) above may result in the Board of Directors removing the investigator in question from the SWMCTF.
2. Upon receipt of a complaint form from a law enforcement agency, a State's Attorney's office, or any other credible source alleging misconduct by a SWMCTF member agency, the Task Force Commander shall discuss the allegations with the Investigator's Member Agency. The Board of Directors shall decide whether the allegation/infracton should be investigated by the Member Agency or the Task Force. The member agency shall have the sole authority/responsibility to administer discipline in matters of misconduct unless a criminal complaint is verified, then the information will be forwarded to the appropriate State's Attorney.

ARTICLE XV- AMENDMENTS

These By-Laws may be amended at any meeting of the Board of Directors by a two-thirds vote of those member agencies present,

provided the amendment and notice of the meeting shall have been sent to the Board of Directors members not less than fifteen (15) days prior to the meeting. The Board of Directors may approve expenditures for specialized equipment required by SWMCTF.

ARTICLE XVI - DISSOLUTION

If at any regular meeting, or at a special meeting called for the purpose of dissolution, two-thirds of the members of the Board of Directors vote in favor of dissolution, SWMCTF shall be dissolved within thirty (30) days provided notice of the meeting shall have been sent to the Board of Directors members not less than fifteen (15) days prior to the meeting.

ARTICLE XVII- EFFECTIVE DATE

These By-Laws shall be in full force and effect from and after their passage and approval on _____, 2018.

AYES: _____

NAYS: _____

PASSED this _____ day of _____ year _____.

ATTEST:

APPROVED:

President

Vice-President

Treasurer

Secretary

Received the By-Laws and the Intergovernmental Agreement of the Southwest Major Crimes Task Force.

this _____ day of _____, year _____.

_____ Police Department

Chief of Police

ADMENDMENT OF THE BYLAWS

The amended By-Laws shall be in full force and effect from and after their passage and approval on _____, 2018.

AYES: _____

NAYS: _____

PASSED this _____ day of _____ year _____.

ATTEST:

APPROVED:

President

Vice-President

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this _____ day of _____, year _____.

Police Department

Chief of Police

**BY-LAWS OF THE
SOUTHWEST MAJOR CRIMES
TASK FORCE**

Article III

Section 1

Attachment A

Membership: The original members of SWMCTF are:

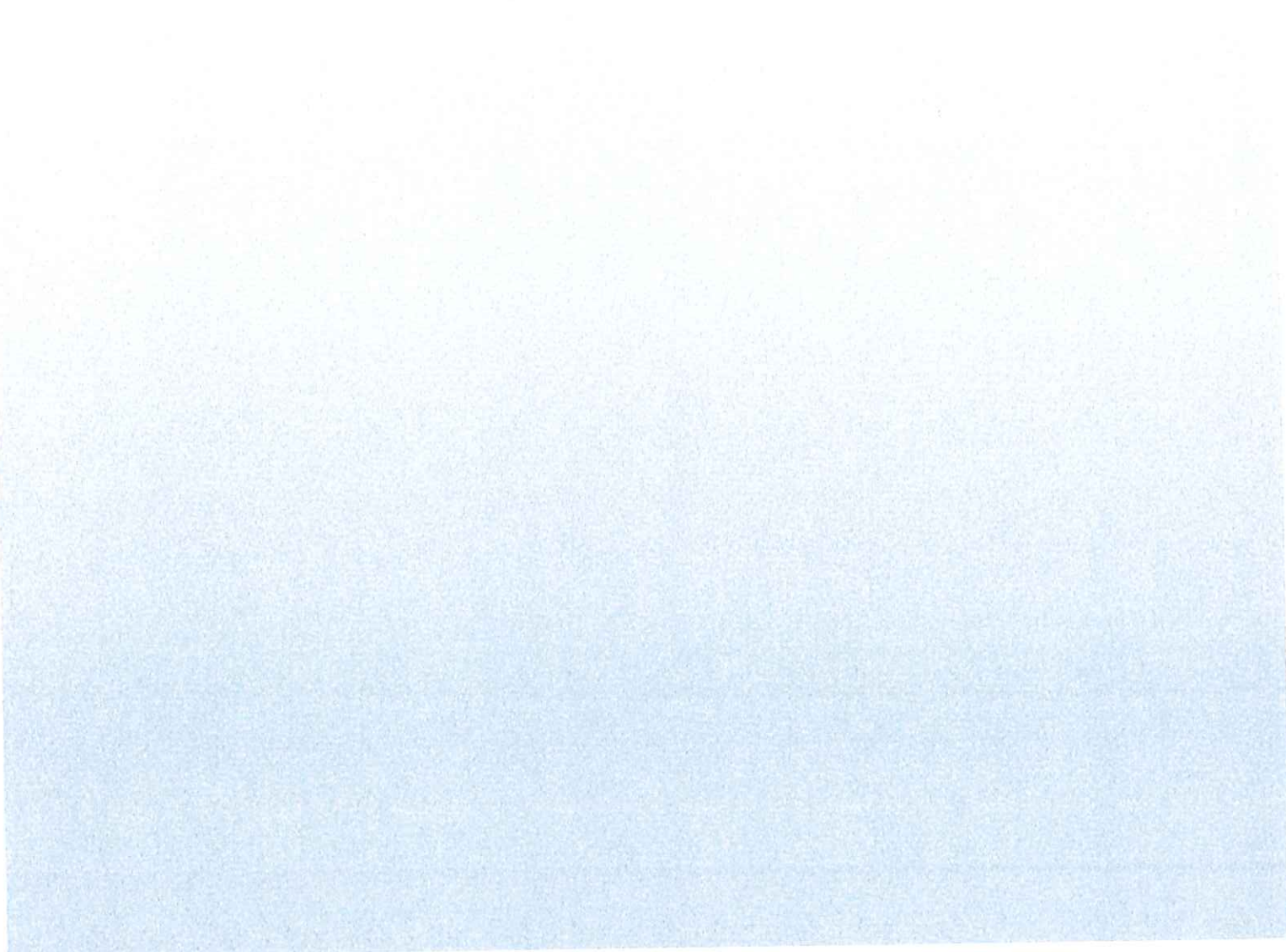
- Bedford Park Police
- Chicago Ridge Police
- Crestwood Police
- Hickory Hills Police
- Moraine Valley Community College Police
- Worth Police

New membership

- Burbank Police
- Hometown Police



INTERGOVERNMENTAL AGREEMENT
SOUTHWEST MAJOR CRIMES TASK FORCE



The undersigned (municipality/agency), the Village/City of _____, County of Cook, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and Section 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1), agrees along with those other Municipal Agencies that have approved this Agreement (as defined below) as follows those municipalities who have approved this agreement as defined below are herein after referred to individually as a "Participating Agency" and collectively as the Participating Agencies"

Purpose of Agreement

SECTION 1:

- A. The Southwest Major Crimes Task Force Intergovernmental Agreement is made in recognition of the fact that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments. It is the purpose of this Agreement to provide the means whereby enhanced access to facilities, programs, training and assistance is provided through the Intergovernmental cooperation of the Participating Agencies.
- B. It is the intent of this organization, SWMCTF, that each Participating Agency **shall** bear its own costs and risk of liability associated with personnel, training, and equipment when providing assistance to another Participating Agency. Under the requirements prescribed by the Illinois Law Enforcement Training and Standards Board (ILETSB), training certification and recertification will be at the expense of the officer's individual, Participating Agency not SWMCTF. When entering into membership, it is impossible to predict the frequency or intensity of a particular Participating Agency mutual aid requirements. Therefore, some Participating Agency may ultimately receive a greater measure of actual benefit than other Participating Agencies. The purpose of entering into such an intergovernmental agreement is to gain access to mutual aid when

required. A consideration for this access is the known risk that the ultimate cost and benefit may not be evenly distributed among Participating Agencies.

Definitions

SECTION 2:

For purposes of this Agreement, the following terms shall be defined as set forth in this section, as follows:

- **Participating Agency.** Any one or more agencies that have duly adopted a resolution authorizing the execution of this Agreement.
- **Agreement.** The SWMCTF Intergovernmental Agreement.
- **Police Assistance.** Assistance provided by any Participating Agency to any other Participating Agency, which shall include, but not be limited to, the assignment of trained and certified sworn officers and/or civilian personnel for the investigations of the following crimes: homicides, kidnapping (non-parental), aggravated battery where death is probable, violent sex crimes or multiple violent crimes. The responding participating agency member(s) must have access to the equipment to use for such assistance, to include but not limited to a vehicle, radio, weapons, computers, evidence equipment and surveillance equipment.
- **Operational Plan** The operational plan developed pursuant to this Agreement.
- **Requesting Agency.** A Participating Agency that requests police assistance pursuant to this Agreement.
- **Aiding Agency:** A participating agency that provides police assistance pursuant to this Agreement.
- **Chief of Police.** The highest ranking law enforcement executive officer of a participating agency or his or her designee.

- Village Manager. The chief administrative officer or designee of that officer for each municipal participating agency..

Rights of Participating Agency

SECTION 3:

The rights of each participating agency shall be as set forth in this Section and shall be exercised by and through the actions of the Village Mayor, President, Manager or Chief of Police of each respective participating agency.

Any participating agency may request police assistance from any one or more participating agency when, in the judgment of the Chief of Police of the requesting agency, such assistance is necessary. The request shall be made to the SWMCTF Coordinator. Each request for assistance and the response to that request shall be reported to the Executive Committee as defined by the By Laws of SWMCTF.

Any participating agency may render aid to any one or more participating agencies to the extent available personnel and equipment are not required for the adequate protection of the aiding agency. In making that determination, the Chief of Police of the aiding agency may consider the reasonableness or urgency of the request and the amount of personnel, equipment and time commitment available to the requesting agency, and that determination shall be final.

The Chief of Police of the requesting agency shall, through the SWMCTF Coordinator, direct the actions of any sworn or civilian personnel of any aiding agency providing police assistance pursuant to this Agreement.

Nothing in this Agreement shall prevent any participating agency from cooperating with any other agency, regardless of whether it is a participating agency. Nor shall anything in this Agreement prevent any participating agency from acting jointly or in cooperation with any other

local, state or federal unit of government or agency thereof, to the fullest extent permitted by law.

Authority of Sworn Police Personnel

SECTION 4:

Any sworn police officers providing police assistance to requesting agency under this Agreement shall have all of the powers of police officers of the requesting agency, including the power of arrest, and are subject to the direction of the SWMCTF Coordinator working in concert with the Chief of Police of a requesting agency,

Compensation Between Participating Agencies, Length of Engagement for Investigation

SECTION 5:

Except as hereinafter provided, the Police Assistance provided by any Aiding Agency under this Agreement shall be rendered without charge to the requesting agency or any other participating agency.

The length of any particular activation of SWMCTF shall be as set forth in the Operations Plan. If any participating agency desires to retain the services of another participating agency's employee beyond the time limits set forth in the Operating Plan, they may do so only with the consent of the aiding agency. Under such circumstances, the participating agencies shall determine between themselves the amounts of compensation to be paid to the aiding agency.

Responsibilities of Participating Agencies

SECTION 6:

Each participating agency shall assume the responsibility for the actions of its sworn or civilian personnel acting pursuant to this Agreement, both as to liability and as to the payment of benefits to such sworn or civilian personnel, all to the same extent as such personnel are protected, insured, indemnified and otherwise provided for when acting within the participating agencies' respective corporate limits.

Indemnification

SECTION 7:

Indemnification of the SWMCTF from and against any liability, damage, cost, including plaintiff's attorney's fees, or expense assessed against the SWMCTF shall be shared equally between each Participating Agency named as a party to any lawsuit, claim or action.

Board of Directors: Operating Plan

SECTION 8:

The Chief of Police of each participating agency shall constitute the Board of Directors of SWMCTF

The Board of Directors shall establish an Operating Plan for implementing this Agreement.

The Operating Plan shall include, but not be limited to, procedures for requesting, rendering and receiving Police Assistance pursuant to this Agreement aid. The Operating Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.

The Board of Directors shall establish a procedure for the expenditure of funds and the signing and countersigning of checks drawn on any SWMCTF account.

General Provisions

SECTION 9:

This Agreement shall be in full force and effect and is legally binding upon each participating agency at such time as it is signed and certified by that participating agency.

This Agreement may be amended from time to time by resolution of the appropriate corporate authorities governing body of three-quarters of the participating agencies. The effective date of any amendment shall be the date as of which the last of the necessary participating agencies has approved the amendment.

This Agreement shall remain in full force and effect and shall bind each Participating Agency executing this Agreement until such time as the appropriate governing body of that participating agency adopts a resolution terminating its participation in the Agreement certified copy of such resolution shall be filed with the clerk or other appropriate official of all other Participating Agencies within thirty (30) days of its passage.

IN WITNESS WHEREOF, this Agreement has been duly executed this _____ day of _____, year _____.

Participating Agency

President, Mayor other appropriate official

ATTEST:

City/Village Clerk



Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: December 10, 2018

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Approval of the Southwest Major Crimes Task Force Intergovernmental Agreement.

BACKGROUND/HISTORY:

The Southwest Major Crimes Task Force allows our officers to work with and learn from the collective Southwest Major Crimes Task Force membership. This is an on call as needed position structured to provide for a cooperative effort to gain access to mutual aid when required.

Activations of the Southwest Major Crimes Task Force would include, but not be limited to the assignment of trained certified sworn investigative staff to follow up and assist in crimes: homicide, kidnapping (non-parental), aggravated battery where death is probable, and violent sex crimes or multiple sex crimes.

Current members of the Southwest Major Crimes Task Force are Bedford Park, Crestwood, Chicago Ridge, Hometown, Indian Head Park, Justice, Moraine Valley College, Oak Forest, Palos Hills, Willow Springs, and Worth.

STAFF RECOMMENDATION:

The Village Attorney and IRMA's Attorney have both reviewed and made changes that have been accepted by the Southwest Major Crimes Task Force. Recommend Village of Palos Park council authorize the execution of an intergovernmental agreement with the Southwest Major Crimes Task Force.

RECOMMENDED MOTION:

I move to approve execution of an intergovernmental agreement with the Southwest Major Crimes Task Force.



VILLAGE OF
PALOS PARK

November 25, 2018

JOHN F. MAHONEY
Mayor

JAMES PAVLATOS
Accounts & Finances

NICOLE MILOVICH-WALTERS
Public Works & Streets, Recreation

DAN POLK
Public Health & Safety

G. DARRYL REED
Building & Public Property

MARIE ARRIGONI
Village Clerk

RICHARD B. BOEHM
Village Manager

Board of Directors & Member Agencies Southwest Major Crimes Task Force (SWMCTF)

Re: Membership South West Major Crimes Task Force

The Village of Palos Park seeks membership into the Southwest Major Crimes Task Force (SWMCTF) and shall commit two investigators assigned to each task force call out. Palos Park has five (5) full time sworn certified Lead Homicide Investigators to enhance the SWMCTF's effort to provide comprehensive investigative services to all participating member agencies.

The Village of Palos Park will commit to offering our sworn staffs services including major drug related violent crimes including homicides, non-parental kidnappings, and other exceptionally heinous crimes when requested to do so by the Police Chief of the member agency with the approval of the Board of Directors.

The Village of Palos Park seeks approval for membership in the Southwest Major Crimes Task Force (SWMCTF) current Board of Directors of the Southwest Major Crimes Task Force, including adoption of the Intergovernmental Southwest Major Crimes Task Force Agreement ("Agreement"), by the participating agencies. As well as acceptance of the Village of Palos Park, Illinois Police Department into the Southwest Major Crimes Task Force (SWMCTF)

The Village of Palos Park Board will be reviewing our request to seek approval for the Intergovernmental Agreement (IGA) for membership in the Southwest Major Crimes Task Force

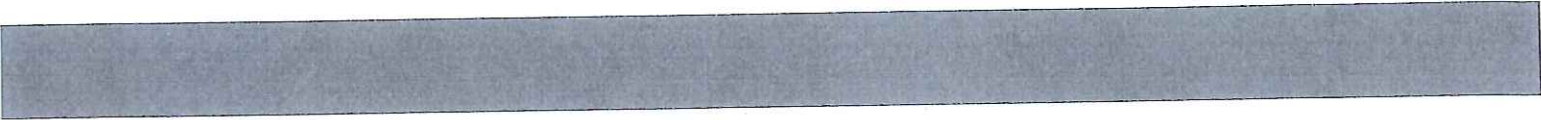
Thank you for your consideration.

Sincerely,

Joe Miller, Chief of Police

Police Department

8999 West 123rd Street, Palos Park, IL 60464 • Ph (708) 671-3770 • Fax (708) 448-0650 • E-Mail: jmiller@palospark.org



Southwest Major
Crimes Task Force
Cook County, IL
**By-Laws and
Intergovernmental**

Member Agencies

Bedford Park Police Department

Burbank Police Department

Chicago Ridge Police Department

Crestwood Police Department

Hickory Hills Police Department

Hometown Police Department

Moraine Valley Community College Police Department

Worth Police Department

**BY-LAWS OF THE
SOUTHWEST MAJOR CRIMES
TASK FORCE**

ARTICLE I - NAME AND PURPOSE

Section 1: This organization shall be known as the Southwest Major Crimes Task Force (SWMCTF).

Section 2: It is recognized that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments. It is the purpose of SWMCTF to govern the manner in which such cooperative efforts, pursuant to the underlying Intergovernmental Southwest Major Crimes Task Force Agreement, are implemented.

Section 3: It is the intent of this organization that each member shall bear its own costs and risk of liability when providing assistance to another member. When entering into membership, it is impossible to predict the frequency or intensity of a particular member's mutual aid requirements. Therefore, some members may ultimately receive a greater measure of actual benefit than other members. The purpose of entering into such an intergovernmental agreement is to gain access to mutual aid when required. A consideration for this access is the known risk that the ultimate cost and benefit may not be evenly distributed among members.

ARTICLE II - AUTHORITY

SWMCTF is established pursuant to the Intergovernmental Southwest Major Crimes Task Force Agreement ("Agreement"), as adopted by the participating agencies.

ARTICLE III - MEMBERSHIP

Section 1: The original members of SWMCTF are:

See Attachment A

Section 2: Other agencies within Cook County may become members of SWMCTF upon adoption of the Agreement by the corporate authorities of the agency. An approval by two-thirds vote of the current Board of Directors is required prior to acceptance. The applying agency will be required to submit a payment of any membership or assessment fee(s) that are required of its members.

Section 3: Members who fail to meet any obligations of SWMCTF, including but not limited to the payment of dues, in accordance with the Agreement or with these by-laws may be suspended or expelled from SWMCTF membership by a two-thirds vote of the SWMCTF Board of Directors.

ARTICLE IV- BOARD OF DIRECTORS

Section 1: The Board of Directors shall consist of the Chiefs of Police of the participating agencies

Section 2: The Board of Directors shall establish an Operations Plan that is consistent with the SWMCTF By-laws and the Agreement. The Operations Plan shall provide the following:

- Procedures for requesting, rendering and receiving aid under the SWMCTF Agreement, and
- The interpretation and administration of the Agreement,
- Approval of any programs established under authority of the Agreement.

Section 3: The Board of Directors shall have the authority to take appropriate action to accomplish the purposes of SWMCTF.

Section 4. An Executive Committee of the Board of Directors shall consist of the Board President, Vice-President, Secretary and Treasurer, elected from the member municipalities by the Board of Directors and they shall hold their respective offices for the term of one year, or until a successor has been elected if a position is vacated sooner.

Positions will be filled by ascending officers to the next position, up to the position of President. The orders of ascending positions are from Secretary to Treasurer to Vice-President to President. An officer ascends to the next highest position in the month of January of the new calendar year. The position of Secretary will be filled by an election in the 4th quarter of the previous calendar year. Nominations for the position of Secretary must be submitted to the current Secretary by the 15th of the month that is prior to the month of the 4th quarterly meeting.

Should any executive committee position become vacant, the active officer must submit a letter of resignation; the position will then be considered vacant. Executive Committee members will ascend to the next position to serve for the remainder of the term and what would be the next subsequent term. . The appointment to fill the vacant Secretary position will be made by the Executive Board. This appointment will remain in place until the next open nomination for that position occurs.

Section 5: Neither these By-Laws nor any Operating Plan shall be inconsistent with the Intergovernmental Agreement of the Southwest Major Crimes Task Force.

ARTICLE V-MEETINGS

Section 1: The SWMCTF Board of Directors will meet quarterly at a time and place determined by the Executive Committee. The meeting dates for the 2nd , 3rd and 4th quarterly meetings will be determined at the first quarterly meeting of the calendar year. The meeting date for the 1st quarterly meeting is determined at the 4th quarterly meeting. Special meetings may be called by the President, a majority of the Executive Committee, or by one-third of the members of the Board of Directors.

Section 2: The Executive Committee shall meet when called by the President or a majority of the Executive Committee members.

Section 3: Majority of the members shall constitute a quorum for meetings of the Board of Directors. Member(s) present representing their respective agency are entitled to one vote per agency.

Section 4: The current edition of Robert's Rules of Order shall govern meetings in all cases in which they are applicable and not inconsistent with these by-laws.

Section 5: The decision reached by the majority of the directors present at a meeting at which a quorum is present shall be the decision and the act of the Board of Directors, unless the act or decision of greater number is required by statute, these by-laws, or the intergovernmental agreement.

Section 6: The decision or act of the majority of the Board of Directors may also be determined as the act or decision of the Board of Directors through a majority vote on any one issue by a written declaration by the President outlining the issue, and its impact. This single issue may be voted upon by the Directors through any means that establishes a record that a quorum of Directors considered the issue and that majority of directors cast a ballot on the issue. The ballot may be in the form of electronic communication or written ballot. Such act by the majority shall be certified by the Board of Directors and recorded in the minutes of the next meeting of the Board of Directors following the single-issue vote.

ARTICLE VI- ASSIGNED DUTIES OF OFFICERS

Section 1: The President shall preside at all meetings of the Board of Directors and Executive Committee and appoint members of any committee (except the Executive Committee) that may be established by the Executive Committee or the Board of Directors.

Section 2: The Vice-President who serves next in command will assume the duties of the President in his/her absence. The Vice-President will assume duties assigned by the Board of Directors or President.

Section 3: The Secretary shall keep an accurate record of the proceedings of all meetings, carry on official correspondence as directed by the Board of Directors, provide to each Board of Directors member the official minutes of all meetings, and maintain all official SWMCTF records.

To assist the Secretary in fulfilling the duties of the office, the SWMCTF Board of Directors may authorize the appointment of an Assistant to the Secretary who may be an independent contractor, subcontracted to assist the Secretary; such appointment shall be approved by the majority of the SWMCTF Board of Directors. Compensation, if any, of the independent contractor will be at the discretion of the SWMCTF Board of Directors.

Section 4: The Treasurer shall receive all monies, be custodian of all funds, and deposit all funds in a financial institution approved by the SWMCTF Board of Directors. The Treasurer shall give financial reports at all quarterly meetings or as required by the Board of Directors, sign and issue checks, and perform such other duties as usually pertain to the office on behalf of SWMCTF.

ARTICLE VII-COMMITTEES

The President or Board of Directors may create such committees as are deemed necessary to accomplish the purposes of SWMCTF.

ARTICLE VIII - DUES AND ASSESSMENTS

Section 1: The initial assessment for original and new members shall not exceed \$1,000.00 with annual assessments as needed thereafter.

The initial and new member assessments for members shall be prescribed by the Board of Directors,

Annual assessments will be determined at each 4th quarterly meeting of the calendar year, the annual membership assessment fee for participating agencies, if any, for the following calendar year will be determined by the Board of Directors and shall be payable to the Treasurer in the first quarter of the calendar year; For budget purposes, annual membership assessments are anticipated to be no more than one thousand dollars, (\$1,000).

All assessments approved by the Board of Directors shall be binding upon all members and payment shall be a condition of membership. The period of membership is January 1st, 00:00hrs, of the calendar year, ending December 31, 23:59hrs of the calendar year. New member's acceptance and approved by the Board of Directors will require the payment of the described New Member Assessment dues.

ARTICLE IX - COMPENSATION

Section 1: Officers and members of the Board of Directors shall serve without any compensation.

If the Board of Directors appoints an Assistant to the Secretary who will only serve as an independent contractor and not as an employee of the SWMCTF, compensation, if any, will be determined by the SWMCTF Board of Directors.

Section 2: Except as otherwise provided in the Agreement, police assistance provided by any aiding agency shall be rendered without charge to the requesting agency or any other participating agency.

Section 3: An aiding agency may request payment from or indemnification by a requesting agency where the aiding agency has incurred unusual or burdensome costs in providing police assistance to the requesting agency.

Section 4: The Board of Directors may approve expenditures for professional consultants for training only as required by SWMCTF.

ARTICLE X - DISBURSEMENTS

Disbursement of funds may be made only as authorized by the Board of Directors.

ARTICLE XI - PROPERTY

The equipment, property, supplies, and furnishings needed to fulfill the purpose of SWMCTF may be provided by participating agencies. Any item provided by a participating agency shall be, and remain the property of that agency, unless provided otherwise by the agency.

Equipment or property purchased by SWMCTF for use of its members shall be the property of SWMCTF.

ARTICLE XII LIABILITIES/INSURANCE

Each Member Agency will accept liability to the extent required by the Illinois Worker's Compensation Act (820 ILCS 305/1 ct. Seq.) for personal injuries occurring to its Investigators while engaged in SWMCTF investigations or activities.

Member Department/Agencies will furnish their assigned Investigators with a suitable vehicle and will bare sole responsibility for the costs associated with maintaining and insuring said vehicle.

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ARTICLE XIV . MISCONDUCT

1. Misconduct by any member of a member agency of the SWCTF shall include the following:
 - a) Violation of a SWMCTF policy and/or rules or procedures,
 - b) Conduct which may tend to reflect unfavorably upon any of the parties to the agreement.
 - c) Any violation of subsection (a) or (b) above may result in the Board of Directors removing the investigator in question from the SWMCTF.
2. Upon receipt of a complaint form from a law enforcement agency, a State's Attorney's office, or any other credible source alleging misconduct by a SWMCTF member agency, the Task Force Commander shall discuss the allegations with the Investigator's Member Agency. The Board of Directors shall decide whether the allegation/infracton should be investigated by the Member Agency or the Task Force. The member agency shall have the sole authority/responsibility to administer discipline in matters of misconduct unless a criminal complaint is verified, then the information will be forwarded to the appropriate State's Attorney.

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ARTICLE XVII- EFFECTIVE DATE

These By-Laws shall be in full force and effect from and after their passage and approval on _____, 2018.

AYES: _____ NAYS: _____

PASSED this _____ day of _____ year _____.

ATTEST:

APPROVED:

President

Vice-President

Treasurer

Secretary

Received the By-Laws and the Intergovernmental Agreement of the Southwest Major Crimes Task Force.

this _____ day of _____, year _____.

_____ Police Department

Chief of Police

ADMENDMENT OF THE BYLAWS

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AYES: _____

NAYS: _____

PASSED this _____ day of _____ year _____.

ATTEST:

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Vice-President

Treasurer

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_____ Police Department

Chief of Police

**BY-LAWS OF THE
SOUTHWEST MAJOR CRIMES
TASK FORCE**

Article III

Section 1

Attachment A

Membership: The original members of SWMCTF are:

- Bedford Park Police
- Chicago Ridge Police
- Crestwood Police
- Hickory Hills Police
- Moraine Valley Community College Police
- Worth Police

New membership

- Burbank Police
- Hometown Police



**INTERGOVERNMENTAL AGREEMENT
SOUTHWEST MAJOR CRIMES TASK FORCE**



The undersigned (municipality/agency), the Village/City of _____, County of Cook, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and Section 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1), agrees along with those other Municipal Agencies that have approved this Agreement (as defined below) as follows those municipalities who have approved this agreement as defined below are herein after referred to individually as a "Participating Agency" and collectively as the Participating Agencies"

Purpose of Agreement

SECTION 1:

- A. The Southwest Major Crimes Task Force Intergovernmental Agreement is made in recognition of the fact that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments. It is the purpose of this Agreement to provide the means whereby enhanced access to facilities, programs, training and assistance is provided through the Intergovernmental cooperation of the Participating Agencies.
- B. It is the intent of this organization, SWMCTF, that each Participating Agency **shall** bear its own costs and risk of liability associated with personnel, training, and equipment when providing assistance to another Participating Agency. Under the requirements prescribed by the Illinois Law Enforcement Training and Standards Board (ILETSB), training certification and recertification will be at the expense of the officer's individual, Participating Agency not SWMCTF. When entering into membership, it is impossible to predict the frequency or intensity of a particular Participating Agency mutual aid requirements. Therefore, some Participating Agency may ultimately receive a greater measure of actual benefit than other Participating Agencies. The purpose of entering into such an intergovernmental agreement is to gain access to mutual aid when

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- **Operational Plan** The operational plan developed pursuant to this Agreement.
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- **Aiding Agency:** A participating agency that provides police assistance pursuant to this Agreement.
- **Chief of Police.** The highest ranking law enforcement executive officer of a participating agency or his or her designee.

- Village Manager. The chief administrative officer or designee of that officer for each municipal participating agency..

Rights of Participating Agency

SECTION 3:

The rights of each participating agency shall be as set forth in this Section and shall be exercised by and through the actions of the Village Mayor, President, Manager or Chief of Police of each respective participating agency.

Any participating agency may request police assistance from any one or more participating agency when, in the judgment of the Chief of Police of the requesting agency, such assistance is necessary. The request shall be made to the SWMCTF Coordinator. Each request for assistance and the response to that request shall be reported to the Executive Committee as defined by the By Laws of SWMCTF.

Any participating agency may render aid to any one or more participating agencies to the extent available personnel and equipment are not required for the adequate protection of the aiding agency. In making that determination, the Chief of Police of the aiding agency may consider the reasonableness or urgency of the request and the amount of personnel, equipment and time commitment available to the requesting agency, and that determination shall be final.

The Chief of Police of the requesting agency shall, through the SWMCTF Coordinator, direct the actions of any sworn or civilian personnel of any aiding agency providing police assistance pursuant to this Agreement.

Nothing in this Agreement shall prevent any participating agency from cooperating with any other agency, regardless of whether it is a participating agency. Nor shall anything in this Agreement prevent any participating agency from acting jointly or in cooperation with any other

local, state or federal unit of government or agency thereof, to the fullest extent permitted by law.

Authority of Sworn Police Personnel

SECTION 4:

Any sworn police officers providing police assistance to requesting agency under this Agreement shall have all of the powers of police officers of the requesting agency, including the power of arrest, and are subject to the direction of the SWMCTF Coordinator working in concert with the Chief of Police of a requesting agency,

Compensation Between Participating Agencies, Length of Engagement for Investigation

SECTION 5:

Except as hereinafter provided, the Police Assistance provided by any Aiding Agency under this Agreement shall be rendered without charge to the requesting agency or any other participating agency.

The length of any particular activation of SWMCTF shall be as set forth in the Operations Plan. If any participating agency desires to retain the services of another participating agency's employee beyond the time limits set forth in the Operating Plan, they may do so only with the consent of the aiding agency. Under such circumstances, the participating agencies shall determine between themselves the amounts of compensation to be paid to the aiding agency.

Responsibilities of Participating Agencies

SECTION 6:

Each participating agency shall assume the responsibility for the actions of its sworn or civilian personnel acting pursuant to this Agreement, both as to liability and as to the payment of benefits to such sworn or civilian personnel, all to the same extent as such personnel are protected, insured, indemnified and otherwise provided for when acting within the participating agencies' respective corporate limits.

Indemnification

SECTION 7:

Indemnification of the SWMCTF from and against any liability, damage, cost, including plaintiff's attorney's fees, or expense assessed against the SWMCTF shall be shared equally between each Participating Agency named as a party to any lawsuit, claim or action.

Board of Directors: Operating Plan

SECTION 8:

The Chief of Police of each participating agency shall constitute the Board of Directors of SWMCTF

The Board of Directors shall establish an Operating Plan for implementing this Agreement.

The Operating Plan shall include, but not be limited to, procedures for requesting, rendering and receiving Police Assistance pursuant to this Agreement aid. The Operating Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.

The Board of Directors shall establish a procedure for the expenditure of funds and the signing and countersigning of checks drawn on any SWMCTF account.

General Provisions

SECTION 9:

This Agreement shall be in full force and effect and is legally binding upon each participating agency at such time as it is signed and certified by that participating agency.

This Agreement may be amended from time to time by resolution of the appropriate corporate authorities governing body of three-quarters of the participating agencies. The effective date of any amendment shall be the date as of which the last of the necessary participating agencies has approved the amendment.

This Agreement shall remain in full force and effect and shall bind each Participating Agency executing this Agreement until such time as the appropriate governing body of that participating agency adopts a resolution terminating its participation in the Agreement certified copy of such resolution shall be filed with the clerk or other appropriate official of all other Participating Agencies within thirty (30) days of its passage.

IN WITNESS WHEREOF, this Agreement has been duly executed this _____ day of _____, year _____.

Participating Agency

President, Mayor other appropriate official

ATTEST:

City/Village Clerk



VILLAGE COUNCIL
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: **DECEMBER 10, 2018** **7:30 PM** **Kaptur Administrative Center**

AGENDA MATTER

Adoption of the 2018 Tax Levy Ordinance.

BACKGROUND / HISTORY

The Tax Levy Ordinance is the Village's legal request to receive property taxes levied on parcels within its corporate boundaries. The current tax levy specifies the type and amount of property taxes the Village intends to receive in property tax revenues from the County's collection of tax payments next year. Concisely, the Village officially requests the tax levy and the County Clerk's Office "extends" it.

For your review, the Tax Levy Ordinance for 2018 is as follows:

<i>Village of Palos Park</i>	\$ 1,484,233
<i>Library</i>	\$ 484,105
TOTAL TAX LEVY FOR 2018	<u>\$ 1,968,338</u>

According to the Illinois Compiled Statutes' Property Tax Code (35 ILCS 200/18-18-195), non-home rule municipalities, in Tax Cap counties, are subject to a property tax limiting rate. The Village's limiting rate, in a given year, is calculated by a division, the numerator of which is the prior year's aggregate extension times one (1) plus 5% or CPI, whichever is less, and the denominator of which is the year's actual EAV minus new property, annexations, TIF, and plus disconnection. I have attached a spreadsheet illustrating that even with the proposed 4.99% increase; the levy for *special purpose* taxes does not cover actual expenses incurred.

Under the Truth in Taxation Law (35 ILCS 200/18), if the estimated levy does not exceed 105% of last year's final aggregate levy, a formal hearing with published legal notice in the newspaper is unnecessary. Therefore, the Village will not hold a public hearing on the tax levy, as the 4.99% tax increase is below the 105% extension cap.

STAFF RECOMMENDATION

State law dictates the timing and process that must be followed in the levy and collection of property taxes. The tax levy process requires adoption by Council and certification by the Mayor before filing can take place with the County Clerk, in accordance with requirements as outlined in 35 ILCS 200/18. The annual recording of the levy with the County Clerk must occur by the last Tuesday in December. It is my recommendation to adopt the 2018 Tax Levy Ordinance.

RECOMMENDED MOTION

Motion to adopt the 2018 Tax Levy Ordinance at the December 10, 2018 Village Council Meeting.

DECEMBER 10, 2018

TAX LEVY ORDINANCE

VILLAGE OF PALOS PARK

ORDINANCE NO. 2018-37

AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE VILLAGE OF PALOS PARK, PALOS PARK, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019. BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF PALOS PARK, PALOS PARK, ILLINOIS:

SECTION 1: THAT THE AMOUNT OF **\$1,968,338** HEREINAFTER SET FORTH, OR SO MUCH THEREOF AS MAY BE AUTHORIZED BY LAW, AND THE SAME ARE HEREBY LEVIED UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE MUNICIPALITY AS THAT PROPERTY IS ASSESSED AND EQUALIZED FOR THE CURRENT YEAR, AND FOR SUCH PURPOSES AS: GENERAL CORPORATE, LIABILITY INSURANCE, UNEMPLOYMENT INSURANCE, WORKER'S COMPENSATION, SOCIAL SECURITY, IMRF, AND MUNICIPAL AUDIT FOR THE VILLAGE OF PALOS PARK, PALOS PARK, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019.

SECTION 2: THAT THE AMOUNT LEVIED FOR EACH OBJECT AND PURPOSE IS PLACED IN A SEPARATE COLUMN UNDER THE HEADING "AMOUNT TO BE RAISED BY TAX LEVIES," WHICH APPEARS OVER SAME BEING AS FOLLOWS, TO-WIT: *(SEE ATTACHED SPREADSHEET)*

SECTION 3: THAT THE VILLAGE CLERK SHALL MAKE AND FILE WITH THE COUNTY CLERK OF SAID COUNTY OF COOK, ON OR BEFORE THE LAST TUESDAY IN DECEMBER, A DULY CERTIFIED COPY OF THIS ORDINANCE.

SECTION 4: THAT IF ANY SECTION, SUBDIVISION, OR SENTENCE OF THIS ORDINANCE SHALL FOR ANY REASON BE HELD INVALID OR UNCONSTITUTIONAL, SUCH DECISION SHALL NOT AFFECT THE VALIDITY OF THE REMAINING PORTION OF THIS ORDINANCE.

SECTION 5: THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AFTER ITS ADOPTION, AS PROVIDED BY LAW.

ADOPTED THIS 10TH DAY OF DECEMBER 2018. PURSUANT TO A ROLL CALL VOTE BY THE COUNCIL OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS.

AYES:

NAYS:

ABSENT:

APPROVED THIS 10th DAY OF DECEMBER, 2018.

JOHN F. MAHONEY – MAYOR

ATTEST:

MARIE ARRIGONI – VILLAGE CLERK

BARBARA MAZIAREK -- TREASURER

CERTIFICATION OF TAX LEVY ORDINANCE

VILLAGE OF PALOS PARK

THE UNDERSIGNED, DULY ADOPTED, QUALIFIED AND ACTING CLERK OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS, DOES HEREBY CERTIFY THAT THE ATTACHED HERETO IS A TRUE AND CORRECT COPY OF THE TAX LEVY ORDINANCE OF SAID VILLAGE FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019, AS ADOPTED ON DECEMBER 10, 2018.

THIS CERTIFICATION IS MADE AND FILED PURSUANT TO THE REQUIREMENTS OF 35 ILCS 200/18-60. LEVY AND EXTENSION PROCESS AND ON BEHALF OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS. THIS CERTIFICATION MUST BE FILED BY THE LAST TUESDAY IN DECEMBER 2018.

DATED THIS 10TH DAY OF DECEMBER, 2018

MARIE ARRIGONI – VILLAGE CLERK

FILED THIS _____ DAY OF DECEMBER, 2018

DAVID ORR – COUNTY CLERK

**CERTIFICATION OF COMPLIANCE WITH
TRUTH IN TAXATION LAW**

I, JOHN F. MAHONEY, the duly qualified and acting presiding officer of the VILLAGE OF PALOS PARK, Cook County, Illinois, do hereby certify that the 2018 Tax Levy of said VILLAGE was adopted in full compliance with the provisions of the Truth In Taxation Law, 35 ILCS 200/18-55 et seq.

IN WITNESS WHEREOF, I have placed my official signature this 10th day of December, 2018.

JOHN F. MAHONEY, Mayor – Presiding
Officer of the Village of Palos Park

TAX LEVY FOR 2018

THE TOTAL PROPERTY TAXES EXTENDED FOR TAX YEAR 2017:

*(Information received per the Office of the County Clerk's
Agency Tax Rate Report.)*

Village of Palos Park	\$	1,413,689
Library	\$	461,096
LEVY EXTENSION FOR 2017	\$	1,874,785

(Amount extended by Cook County Clerk)

**THE TAX LEVY FOR 2018 FOR THE VILLAGE OF PALOS PARK IS
AS FOLLOWS:**

Village of Palos Park	\$	1,484,233
Library	\$	484,105
REQUESTED TAX LEVY FOR 2018	\$	1,968,338

**The Village's requested tax levy (\$1,968,338) represents an increase of 4.99%
over the total property taxes extended in 2017 (\$1,874,785) or as follows:**

Village of Palos Park	\$	70,544
Library	\$	23,009
INCREASE IN THE TAX LEVY FOR 2018	\$	93,553

**VILLAGE OF PALOS PARK - LIBRARY
TAX LEVY FOR YEAR 2018**

DESCRIPTION	FY2019 BUDGET	FUNDS TO BE REALIZED FROM OTHER SOURCES	FUNDS TO BE RAISED BY TAX LEVY
GENERAL FUND	\$740,460	\$256,355	\$484,105
SPECIAL LEVIES			
ILLINOIS MUNICIPAL RETIREMENT FUND	\$0.00	\$0.00	\$0.00
SOCIAL SECURITY / MEDICARE	\$0.00	\$0.00	\$0.00
UNEMPLOYMENT INSURANCE	\$0.00	\$0.00	\$0.00
IRMA (Worker's Comp, Liab & Bond Insurance)	\$0.00	\$0.00	\$0.00
AUDITING	\$0.00	\$0.00	\$0.00
GRAND TOTAL LIBRARY	\$740,460	\$256,355	\$484,105

GRAND TOTAL LIBRARY	\$740,460	\$256,355	\$484,105
GRAND TOTAL VILLAGE	\$9,353,341	\$7,865,940	\$1,484,233
TOTAL TAX LEVY - COMBINED VILLAGE AND LIBRARY			\$1,968,338

**VILLAGE OF PALOS PARK
TAX LEVY FOR YEAR 2018**

DESCRIPTION	FY2019 BUDGET	FUNDS TO BE REALIZED FROM OTHER SOURCES	FUNDS TO BE RAISED BY TAX LEVY
GENERAL FUND (FUND 01)			
ADMINISTRATION (DEPT 20)	477,801.00		
PUBLIC AFFAIRS (DEPT 21)	119,650.00		
BUILDING (DEPT 25)	369,852.00		
RECREATION (DEPT 26)	382,122.00		
PUBLIC GROUNDS (DEPT 27)	108,590.00		
CAPITAL EXPENDITURES (DEPT 28)	2,750.00		
FINANCE (DEPT 29)	178,624.00		
VILLAGE PROPERTY (DEPT 30)	2,500.00		
DEBT OBLIGATIONS (DEPT 31)	2,000.00		
SUBTOTAL	1,643,889.00	1,075,765.00	568,124.00
SPECIAL LEVIES			
POLICE PROTECTION (DEPT 22)	1,796,833.00	1,564,338.94	232,494.06
POLICE PENSION	250,000.00	250,000.00	
STREET AND BRIDGE	491,017.00	313,497.81	177,519.19
SOCIAL SECURITY / MEDICARE	221,387.00	5,478.21	215,908.79
ILLINOIS MUNICIPAL RETIREMENT FUND	213,980.00	31,031.78	182,948.22
MUNICIPAL AUDITING SERVICES	25,000.00	(92.61)	25,092.61
UNEMPLOYMENT INSURANCE	5,915.00	(3,657.99)	9,572.99
IRMA (Worker's Comp, Liab & Bond Insurance)	75,000.00	(740.84)	75,740.84
SUBTOTAL	3,079,132.00	2,159,855.31	919,276.69
GRAND TOTAL	4,723,021.00	3,235,620.31	1,484,232.57

DESCRIPTION	FY2019 BUDGET	FUNDS TO BE REALIZED FROM OTHER SOURCES	FUNDS TO BE RAISED BY TAX LEVY
OTHER FUNDS			
SPECIAL EVENTS (FUND 03)	53,750.00	53,750.00	-
LAND ACQUISITION AND RECREATION (FUND 10)	44,966.00	44,966.00	-
EXACTION FEE (FUND 20)	-	-	-
1/2 % SALES TAX (FUND 23)	400,000.00	400,000.00	-
MFT (FUND 24)	290,550.00	290,550.00	-
BEAUTIFICATION (FUND 26)	4,500.00	4,500.00	-
POLICE ASSET FORFEITURE (FUND 27)	30,000.00	30,000.00	-
CAPITAL PROJECTS (FUND 44)	-	-	-
REFUSE FUND (FUND 50)	356,378.00	356,378.00	-
SEWER (FUND 51)	804,326.00	804,326.00	-
WATER (FUND 52)	2,355,850.00	2,355,850.00	-
COMMUTER LOT (FUND 53)	104,750.00	104,750.00	-
MCCORD (FUND 54)	2,500.00	2,500.00	-
POLICE PENSION (FUND 84)	182,750.00	182,750.00	-
SUBTOTAL:	4,630,320.00	4,630,320.00	-
GRAND TOTAL:	\$ 9,353,341.00	\$ 7,865,940.31	\$ 1,484,232.57