



MEETING AGENDA

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

REVISED 1/10/2025

Monday, January 13, 2025

6:30 PM

Kaptur Administrative Center

1) CALL TO ORDER

2) ROLL CALL

3) PLEDGE OF ALLEGIANCE

4) APPROVAL OF MINUTES

A. Regular Council meeting of December 9, 2024

5) RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

6) HEARINGS

7) 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 ratify payment of invoices on the Warrant List dated December 23, 2024 in the amount of \$97,286.25

B. To approve payment of invoices on the Warrant List dated January 13, 2025 in the amount of \$120,821.02

C. To approve the Supplemental Warrant List dated January 13, 2025 for manual checks, payroll, and recurring wire transfers in the amount of \$484,983.55

8) OLD BUSINESS

9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS

10) INFORMATION & UPDATES

A. Public Works and Streets, Recreation Report

1. To approve Pay Estimate No. 5 and Final for the 2024 Roadway Project to Lindahl Brothers in the amount of \$29,394.09
2. To approve the 2025 SCADA Maintenance Agreement with Concentric Integration in the amount of \$10,660.00
3. To approve the proposal from Flow Technics in the amount of \$8,605.00 to have the existing Holy Family sewage pump rebuilt

B. Building and Public Property Report

1. Building Department Report

C. Public Health and Safety Report

1. Police Activity Report

D. Accounts and Finances Report

E. Mayor's Report

F. Clerk's Report

G. Manager's Report

1. To approve the IRMA 2025 annual contribution of \$114,488 and that surplus credit reserve funds in IRMA of \$82,488, and \$32,000 of Village funds be used to pay the insurance premium
2. To approve the contract with Big Tent Events of Carol Stream, IL, in the amount of \$22,013.00 to provide tents, flooring, lights and staging at the Village's 2025 Autumn In The Park Festival

11) ANNOUNCEMENTS

12) CITIZENS AND VISITORS COMMENT PERIOD

13) ADJOURNMENT OF REGULAR MEETING

**MINUTES OF THE BOARD OF COMMISSIONERS'
REGULAR MEETING
HELD ON DECEMBER 9, 2024**

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, December 9, 2024. Mayor Milovich Walters called the meeting to order at 6:30 p.m. Answering roll call were Commissioners Petan, Wade, Reed and Mayor Milovich Walters. Commissioner Polk was absent this evening.

Also in attendance were Rick Boehm, Village Manager; Howard Jablecki, Village Attorney; Mark Herman, Community Development Director; Alison Brothen, Finance Director; Joe Miller, Police Chief; Stephen DeFalco, Recreation Director; Kathie Fitzgibbons, Community Development Coordinator and Lisa Boyle, Deputy Village Clerk.

APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON NOVEMBER 25, 2024:

Commissioner Petan moved, seconded by Commissioner Wade, to approve the minutes of the Regular Council Meeting held on November 25, 2024, as presented.

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

AYES: -4- Commissioners Petan, Wade, Reed and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS: None

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 Petan moved, seconded by Commissioner Wade to:

- A. pass a resolution authorizing the Village Clerk to make certain closed session minutes available for public inspection – Second Review 2024 – the Resolution states the Village has reviewed closed session minutes and determined that a need for confidentiality still exists as to the executive session minutes set forth on Exhibit “C”
- B. approve payment of membership dues to the Southwest Conference of Mayors in the amount of \$7,500.00 for Fiscal Year 2024 (July 1, 2024 – June 30, 2025)
- C. approve payment of invoices on the Warrant List dated December 9, 2024 in the amount of \$1,234,443.34
- D. approve the Supplemental Warrant List dated December 9, 2024 for manual checks, payroll, and recurring wire transfers in the amount of \$800,370.97

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

AYES: -4- Commissioners Petan, Wade, Reed and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

OLD BUSINESS: None

BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS: None

INFORMATION & UPDATES:

COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, REBECCA PETAN:

STEVE SPIESS CONSTRUCTION PAYMENT NO. 2: Commissioner Petan presented partial payment disbursement No. 2 from Steve Spiess Construction in the amount of \$664,309.73. The contract amount was 1,876,684,80 to install a new 16" water transmission main from the Holy Family Villa property on 123rd west of Will-Cook Road, ending at the Cog Hill property. Work has commenced on the project. Money to pay for the project was budgeted in the Water Fund and comes from the American Rescue Plan Act (ARPA) and a loan from the IEPA. The \$644,000.00 from ARPA will be spent first to lessen the amount of the loan.

Commissioner Petan moved, seconded by Commissioner Wade to approve Partial Payment Disbursement No. 2 from Steve Spiess Construction in the amount of \$664,309.73.

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

AYES: -4- Commissioners Petan, Wade, Reed and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

LINDAHL BROTHERS PAY ESTIMATE NO. 4: Commissioner Petan presented pay estimate No. 4 for the 2024 roadway Project to Lindahl Brothers in the amount of \$270,705.81. The estimate includes all the work done in the Project including extra work approved. We are reducing the retention to 2%. Total work to date total is \$1,172,816.92, less 2% retention \$23,456.34, less previous estimate \$878,654.77, with a total due with Estimate No. 4 \$270,705.81

Commissioner Petan moved, seconded by Commissioner Wade to approve Pay Estimate No. 4 for the 2024 Roadway Project to Lindahl Brothers in the amount of \$270,705.81

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

AYES: -4- Commissioners Petan, Wade, Reed and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

COMMISSIONER OF BUILDING & PUBLIC PROPERTY, MIKE WADE:

ICE DAMS: Commissioner Wade reminded residents to prevent ice dams by keeping attics well insulated and well ventilated, make sure to install ice and water barrier if replacing your roof.

BUILDING DEPARTMENT REPORT: Commissioner Wade reported that the Building Department processed thirteen (13) permits from November 20, 2024 to December 3, 2024 resulting in \$6,016.00 in permit fees. Forty-two (42) inspections were completed during this time.

RESOLUTION 2024-R-11: Commissioner Wade presented a resolution to approve and authorize the execution of a Professional Services Agreement with H.R. Green, Inc. relative to building plan review and inspection services. The Village began its relationship with H.R. Green in 2018. The Village has been satisfied with services they provide. The proposed 2025 agreement mirrors the previous agreement expiring on December 31, 2024, with the exception to minor increases in fees to reflect HR Green's 2025 bill rates.

Commissioner Wade moved, seconded by Commissioner Petan to approve Resolution 2024-R-11 a "Resolution Approving an Authorizing the execution of a Professional Services Agreement with H.R. Green, Inc. Relative To Building Plan Review and Inspection Services.

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

AYES: -4- Commissioners Wade, Petan, Reed and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:

POLICE ACTIVITY REPORT: Commissioner Polk was absent this evening. Mayor Milovich Walters reported the Police Department received 2406 calls for service/CAD Events from November 24, 2024 through December 9, 2024. Palos Park Police also issued 18 citizen assists calls, 15 case reports, 14 accident reports, 0 adult arrests, 0 juvenile arrests, 0 police impounds, 54 traffic stops, 24 moving violations, 35 adjudication tickets, and 27 speeding tickets.

MYID BRACELETS: Mayor Milovich Walters informed residents of the MyID medical identification bracelets that are free to our community. These bracelets assist first responders with access to your medical profile within five seconds. For more information or assistance getting set up with this service, contact PPPD at 708-671-3770 or email jmiller@palospark.org.

GUN LOCKS: Mayor Milovich Walters informed residents of free Cable Gun Locks available at the Palos Park Police Department. Securing a firearm with the use of a gun lock is one simple thing gun owners can do to ensure the safety of all within their household.

VACATION CHECKS: Mayor Milovich Walters informed residents to sign up for vacation checks should you be out of town over the holidays or winter months. Let us know, and officers will try to go by your property daily to check on the property. Also, please follow safety tips to keep homes secure; cancel mail service, put lights on timers, install bright outdoor lights and /or security system, hire or ask someone to keep your driveway and sidewalk shoveled.

COMMISSIONER OF ACCOUNTS AND FINANCES, G. DARRYL REED:

2024 PROPERTY TAX LEVY ORDINANCE, 2024-19: Commissioner Reed Presented Ordinance 2024-19 Tax Levy Ordinance Village of Palos Park. The Tax Levy for 2024 is 2,404,522 – this includes the Village's portion of \$1,813,946 and Library's share of \$590,576. The total increase from last year is \$114,283. The ordinance is the Village's *request* to receive property taxes levied on parcels within its corporate boundaries. It specifies the type of and amount of property taxes the Village intends to receive from Cook County.

Commissioner Reed moved, seconded by Commissioner Petan to approve ordinance 2024-19, entitled "Tax Levy Ordinance Village of Palos Park".

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

AYES: -4- Commissioners Reed, Petan, Wade and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

MAYOR'S REPORT: Mayor Milovich Walters did not have a formal report this evening.

CLERK'S REPORT: Deputy Village Clerk Boyle did not have a formal report this evening.

MANAGER'S REPORT: Manager Boehm did not have a formal report this evening.

ANNOUNCEMENTS: Mayor Milovich Walters recognized students from District 118 - Palos East and Palos West. These students participated in the Young Inventors program. Five out of six winners were students from Palos Park – Elliot Anderson, Richard Lee, Nate Tellone, Olivia Sheetz, and Hyacinth Speropolous.

CITIZENS AND VISITORS COMMENT PERIOD: None

ADJOURNMENT OF REGULAR COUNCIL MEETING: There being no further business, Commissioner Reed moved, seconded by Commissioner Wade, to adjourn the meeting at 6:55 p.m.

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

AYES: -4- Commissioners Reed, Wade, Petan and Mayor Milovich Walters

NAYS: -0-

ABSENT: -1- Commissioner Polk

Respectfully submitted,

Lisa M. Boyle, Deputy Village Clerk

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR DECEMBER 23, 2024**

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/09/2024 - 12/23/2024
 POSTED AND UNPOSTED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 01 GENERAL FUND					
Department: 00					
01-00-0200	LIFE INSURANCE	METROPOLITAN LIFE INSURANC		200.91	188479
01-00-0403	FINAL 2024 CAFETERIA PLAN	FERNANDO FLORES		288.47	188467
01-00-0407	CAFETERIA PLAN - FLANNIGAN	KIM FLANNIGAN		195.76	188475
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		91.28	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		42.27	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		248.59	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		0.00	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		34.44	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		74.05	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		8.45	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		19.86	188479
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		150.00	188483
01-00-9999	MUST CHANGE DESCRIPTION DU	JOE RIZZA		0.00	188474
01-00-9999	MUST CHANGE DESCRIPTION DU	JOE RIZZA		0.00	188474
01-00-9999	MUST CHANGE DESCRIPTION DU	P.A.W.S. OF TINLEY PARK		0.00	188481
Total Department 00				1,354.08	

Department: 20 ADMINISTRATION DEPARTMENT					
01-20-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		196.07	188479
01-20-5320	LIFE INSURANCE	METROPOLITAN LIFE INSURANC		32.10	188479
01-20-6540	LEGAL FEES	KLEIN, THORPE, AND JENKINS		2,325.00	188476
01-20-6590	PUBLISHING & RECORDING	AMERICAN LEGAL PUBLISHING	CODIFY ORDS	19.50	188451
01-20-7010	OFFICE SUPPLIES	PALOS ACE HARDWARE		5.38	188482
01-20-7200	PHONE EXPENSE	PEERLESS NETWORK, INC		410.97	188484
01-20-7200	PHONE EXPENSE	PEERLESS NETWORK, INC		734.05	188484
01-20-7200	PHONE EXPENSE	URBANCOM NET FIBER OPERATI		189.00	188493
01-20-7210	ADMINISTRATION CELL PHONES	VERIZON WIRELESS		42.35	188494
Total Department 20 ADMINISTRATION DEPARTMENT				3,954.42	

Department: 21 PUBLIC AFFAIRS DEPARTMENT					
01-21-6810	SCM ANNUAL DUES 7/1/24 - 6	SOUTHWEST CONFERENCE OF MA	SCM MEMBERSHIP FEE/FY06	7,500.00	188488
01-21-6990	2024 VOPP HOLIDAY PARTY CO	COG HILL COUNTRY CLUB		3,819.60	188459
01-21-7990	VILLAGE COUNCIL	VERIZON WIRELESS		108.03	188494
Total Department 21 PUBLIC AFFAIRS DEPARTMENT				11,427.63	

Department: 22 POLICE DEPARTMENT					
01-22-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		994.41	188479
01-22-5320	LIFE INSURANCE	METROPOLITAN LIFE INSURANC		140.08	188479
01-22-6540	LEGAL FEES	KLEIN, THORPE, AND JENKINS		1,110.00	188476
01-22-6540	DEC 2024 ADJ HEARING SERVI	TOSCAS LAW GROUP		450.00	188492
01-22-6700	6 BULBS 266	JOE RIZZA		31.68	188474
01-22-6700	12 WIPER BLADES	CHICAGO PARTS & SOUND, LLC		227.94	188456
01-22-6700	BRAKE PADS AND 2 ROTORS 27	CHICAGO PARTS & SOUND, LLC		152.18	188456
01-22-6700	BULBS STOCK	JOE RIZZA		21.12	188474
01-22-6700	PAINT FOR 266	CARQUEST AUTO PARTS STORES		1,036.97	188455
01-22-6700	REAR SHOCKS 268	CHICAGO PARTS & SOUND, LLC		119.70	188456
01-22-6700	4 SHOCK ABSORBERS 268	CHICAGO PARTS & SOUND, LLC		431.80	188456
01-22-6700	RETURN 2 SHOCKABSORBERS 2	CHICAGO PARTS & SOUND, LLC		(619.66)	188456
01-22-6700	RETURN 2 STRUT ASY 268	CHICAGO PARTS & SOUND, LLC		399.90	188456
01-22-6800	SEPT OCT NOV DISPATCH SERV	COOK COUNTY ETSB		21,982.86	188463

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/09/2024 - 12/23/2024
 POSTED AND UNPOSTED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Line Desc	Invoice	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 01 GENERAL FUND						
Department: 22 POLICE DEPARTMENT						
01-22-6810	ANNUAL FEE		CRITICAL REACH, INC.		415.00	188464
01-22-6810	4 HR FIREARM QUALIFICATION		COLLEGE OF DUPAGE		57.00	188460
01-22-6840	DROP OFF CAT AT PAWS		P.A.W.S. OF TINLEY PARK		130.00	188481
01-22-6990	NOV 2024 CONTRACT FEE + 3		LEXIS NEXIS RISK DATA MGT, CONTRACT FEE-MAY 05/#1241214		201.50	188477
01-22-7010	LYSOL WIPES AND BINDER CLI		AMAZON CAPITAL SERVICES		38.79	188450
01-22-7010	FILE FOLDERS		AMAZON CAPITAL SERVICES		13.58	188450
01-22-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		321.07	188484
01-22-7200	PHONE EXPENSE		URBANCOM NET FIBER OPERATI		189.00	188493
01-22-7210	POLICE DEPT. CELL PHONE		URBANCOM NET FIBER OPERATI		319.78	188494
01-22-7300	ARCHANGEL DEVICES (LIGHTS)		ARCHANGEL DEVICE LLC		499.95	188452
01-22-7300	VEST CARRIER UA MARANO		THE EAGLE UNIFORM CO., INC.		299.00	188490
Total] Department 22 POLICE DEPARTMENT					28,963.65	

Department: 24 PUBLIC WORKS DEPARTMENT						
01-24-5310	HEALTH & DENTAL INSURANCE		METROPOLITAN LIFE INSURANC		137.81	188479
01-24-5320	LIFE INSURANCE		METROPOLITAN LIFE INSURANC		97.97	188479
01-24-6700	FLAT REPAIR 269		TIRE SERVICES COMPANY		23.95	188491
01-24-6708	PW DIESEL TANK PUMP REPLAC		EPIC EQUIPMENT		864.43	188466
01-24-6708	#32 WATER PUMP REPLACEMENT		MENARDS		109.99	188478
01-24-6731	TRAFFIC LIGHT MAINT./RT 83		STATE TREASURER	25% SHR T/S MAINT/RT 83 & 119	385.92	188489
01-24-6786	TREE TRIMMING / REMOVAL		GROUNDSKEEPER LANDSCAP CARE		6,850.00	188470
01-24-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		154.11	188484
01-24-7200	PHONE EXPENSE		URBANCOM NET FIBER OPERATI		189.00	188493
01-24-7210	PUBLIC WORKS CELL PHONE		VERIZON WIRELESS		288.77	188494
01-24-7300	UNIFORMS		CINTAS		136.01	188457
01-24-7300	JOSE WORK BOOTS		RED WING BUSINESS ADVANTAG		251.99	188485
Total] Department 24 PUBLIC WORKS DEPARTMENT					9,489.95	

Department: 25 BUILDING DEPARTMENT						
01-25-5310	HEALTH & DENTAL INSURANCE		METROPOLITAN LIFE INSURANC		296.23	188479
01-25-5320	LIFE INSURANCE		METROPOLITAN LIFE INSURANC		31.03	188479
01-25-6540	LEGAL FEES		KLEIN, THORPE, AND JENKINS		228.00	188476
01-25-6630	WU'S PK LOT CONST OBSERV S		HR GREEN, INC	WU'S PK LOT CONST OBSERV SERV THRU 11	1,128.25	188472
01-25-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		102.74	188484
01-25-7200	PHONE EXPENSE		URBANCOM NET FIBER OPERATI		189.00	188493
01-25-7210	BUILDING DEPT. CELL PHONES		VERIZON WIRELESS		156.72	188494
Total] Department 25 BUILDING DEPARTMENT					2,131.97	

Department: 26 RECREATION DEPARTMENT						
01-26-5310	HEALTH & DENTAL INSURANCE		METROPOLITAN LIFE INSURANC		33.82	188479
01-26-5320	LIFE INSURANCE		METROPOLITAN LIFE INSURANC		35.40	188479
01-26-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		51.37	188484
01-26-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		80.18	188484
01-26-7200	PHONE EXPENSE		URBANCOM NET FIBER OPERATI		189.00	188493
01-26-7210	RECREATION DEPT. CELL PHON		VERIZON WIRELESS		78.36	188494
Total] Department 26 RECREATION DEPARTMENT					468.13	

Department: 27 PUBLIC GROUNDS						
01-27-6410	PW GARAGE/10-31 TO 12-2-24		NICOR GAS		244.07	188480
01-27-6710	BUILDING MAINTENANCE CONTR		ROSCOE	MATS/KAC	41.72	188486

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/09/2024 - 12/23/2024
 POSTED AND UNPOSTED
 PAID - CHECK TYPE: PAPER CHECK

Invoice Line Desc Vendor Name Invoice Description Amount Check Number

Fund: 01 GENERAL FUND Department: 27 PUBLIC GROUNDS Total] Department 27 PUBLIC GROUNDS 285.79

Department: 29 FINANCE DEPARTMENT
 01-29-5310 HEALTH & DENTAL INSURANCE METROPOLITAN LIFE INSURANC 79.45 188479
 01-29-5320 LIFE INSURANCE METROPOLITAN LIFE INSURANC 11.80 188479
 01-29-7200 PHONE EXPENSE PEERLESS NETWORK, INC 51.37 188484
 01-29-7200 PHONE EXPENSE URBANCOM NET FIBER OPERATI 189.00 188493
 01-29-7210 FINANCE DEPT. CELL PHONE VERIZON WIRELESS 36.01 188494
 Total] Department 29 FINANCE DEPARTMENT 367.63

Department: 30 SLUIS PROPERTY
 01-30-6410 GAS NICOR GAS 78.17 188480
 Total] Department 30 SLUIS PROPERTY 78.17

Department: 32 PALOS PARK FESTIVALS
 01-32-7001 TACKLE BOX KIT PRIZE CITI CARDS 15.80 188458
 Total] Department 32 PALOS PARK FESTIVALS 15.80

Department: 33 SENIOR CLUB
 01-33-6080 ENTERTAINMENT EXPENSE CITI CARDS 515.00 188458
 01-33-6080 ENTERTAINMENT EXPENSE CITI CARDS 50.93 188458
 Total] Department 33 SENIOR CLUB 565.93

Department: 82 CAPITAL-POLICE
 01-82-8011 LPRS FLOCK CAMERAS FLOCK GROUP INC LPRS 10,950.00 188468
 Total] Department 82 CAPITAL-POLICE 10,950.00

Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER
 01-91-6410 NICOR AT REC 10/31 - 12/2/ NICOR GAS 467.71 188480
 01-91-6410 NICOR AT KAPTUR 11/5 - 12/ NICOR GAS 844.67 188480
 01-91-6710 KAPTUR MAT SERVICE ROSCOE MATS/KAC 254.36 188486
 01-91-6780 SIDEWALK SALT CONSERV FS, INC 482.65 188462
 Total] Department 91 BUILDING MAINTENANCE - KAPTUR CENTER 2,049.39

Department: 92 BUILDING MAINTENANCE - RECREATION CENTER
 01-92-6780 SIDEWALK SALT CONSERV FS, INC 482.65 188462
 01-92-6780 CHRISTMAS LIGHT TIMERS MENARDS 39.96 188478
 Total] Department 92 BUILDING MAINTENANCE - RECREATION CENTER 522.61

Department: 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG
 01-93-6711 PW RING DOORBEL SIGNS SIGNS BY DESIGN 24X18 DOUBLE-SIDE RED/WHITE 110.00 188487
 01-93-6711 PW EXTERIOR WALL REPAIR MA MENARDS 17.52 188478
 Total] Department 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG 127.52

Fund: 11 LIBRARY FUND
 Department: 00
 11-00-0502 HEALTHCARE EMPLOYEE CONTRI METROPOLITAN LIFE INSURANC 76.41 188479
 Total] Department 00 76.41

Department: 50 LIBRARY FUND
 11-50-5310 HEALTH & DENTAL INSURANCE METROPOLITAN LIFE INSURANC 136.62 188479

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 PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 11 LIBRARY FUND					
Department: 50 LIBRARY FUND					
11-50-5320	LIFE INSURANCE	METROPOLITAN LIFE INSURANC	Total Department 50 LIBRARY FUND	23.60	188479
			Total Fund 11 LIBRARY FUND	160.22	
				236.63	

Fund: 24 MFT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
24-24-7700	SHOULDER STONE	VULCAN CONSTRUCTION MTL S L	Total Department 24 PUBLIC WORKS DEPARTMENT	1,357.23	188496
			Total Fund 24 MFT FUND	1,357.23	

Fund: 51 SEWER FUND					
Department: 00					
51-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC	Total Department 00	26.22	188479
				26.22	

Department: 24 PUBLIC WORKS DEPARTMENT					
51-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		104.91	188479
51-24-5320	LIFE INSURANCE	METROPOLITAN LIFE INSURANC		69.76	188479
51-24-6410	12410 91ST/LIFT STATION/10	NICOR GAS		52.73	188480
51-24-6410	9301 123RD LIFT STATION/10	NICOR GAS		54.12	188480
51-24-6410	40 RAMSGATE/11-1 TO 12-3-2	NICOR GAS		54.73	188480
51-24-6410	12222 WILL COOK/11-1 TO 12	NICOR GAS		152.17	188480
51-24-6410	9 PARTRIDGE/ 11-14 TO 12-1	NICOR GAS		54.73	188480
51-24-6410	8201 RT 83/ 11-12 TO 12-11	NICOR GAS		53.81	188480
51-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		53.38	188480
51-24-7020	UTILITY BILL ENVELOPES	B ALLAN GRAPHICS		200.00	188473
51-24-7200	PHONE EXPENSE	PEERLESS NETWORK,		51.37	188453
51-24-7210	SEWER DEPT. CELL PHONE	VERIZON WIRELESS		134.54	188494
51-24-7300	UNIFORMS	CINTAS		45.57	188457
51-24-8011	EQUIPMENT	FLOW-TECHNICS		3,000.00	188469
			Total Department 24 PUBLIC WORKS DEPARTMENT	4,137.62	
			Total Fund 51 SEWER FUND	4,163.84	

Fund: 52 WATER FUND					
Department: 00					
52-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC	Total Department 00	62.73	188479
				62.73	

Department: 24 PUBLIC WORKS DEPARTMENT					
52-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		250.95	188479
52-24-5320	LIFE INSURANCE	METROPOLITAN LIFE INSURANC		92.82	188479
52-24-6410	121ST/1 SW HIGHWAY/10-29 T	NICOR GAS		174.67	188480
52-24-6410	10057 125TH/11-4 TO 12-4-2	NICOR GAS		152.99	188480
52-24-6700	#52 REPAIR PARTS	DRIVESHAFT UNLIMITED INC		935.00	188465
52-24-6750	WATER LINE MAINTENANCE & S	AIRY'S INC.		786.81	188449
52-24-6990	UTILITY RATE STUDY	BAXTER & WOODMAN, INC.		33.75	188454
52-24-6990	123RD ST WATER MAIN CONST.	BAXTER & WOODMAN, INC.		15,006.98	188454
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		55.80	188473

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/09/2024 - 12/23/2024
 POSTED AND UNPOSTED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Line Desc	Invoice	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 52 WATER FUND						
Department: 24 PUBLIC WORKS DEPARTMENT						
52-24-7020	UTILITY BILL ENVELOPES		B ALLAN GRAPHICS		200.00	188453
52-24-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		241.74	188484
52-24-7200	PHONE EXPENSE		PEERLESS NETWORK, INC		141.27	188484
52-24-7210	WATER DEPT. CELL PHONE		VERIZON WIRELESS		134.55	188494
52-24-7210	DAN FOSTER/ SENSUS		VERIZON WIRELESS		94.26	188495
52-24-7300	UNIFORMS		CINTAS		45.57	188457
			VOPP WORK SHIRTS/CAPS-PW			
			Total Department 24 PUBLIC WORKS DEPARTMENT		18,347.16	
			Total Fund 52 WATER FUND		18,409.89	

Fund: 53 COMMUTER LOT FUND						
Department: 24 PUBLIC WORKS DEPARTMENT						
53-24-6400	ELECTRIC SVC AT METRA 10/3		COM ED		174.18	188461
53-24-6710	METRA MAT SERVICE		ROSCOE		117.07	188486
53-24-7990	EXTENSION CORD FOR SURVELL HOME DEPOT		CREDIT SERVICES	MATS/KAC	9.98	188471
53-24-7990	CASH BOX STATION REPAIR PA		MENARDS		64.76	188478
			Total Department 24 PUBLIC WORKS DEPARTMENT		365.99	
			Total Fund 53 COMMUTER LOT FUND		365.99	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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--- TOTALS BY FUND ---

01	GENERAL FUND			72,752.67	
11	LIBRARY FUND			236.63	
24	MFT FUND			1,357.23	
51	SEWER FUND			4,163.84	
52	WATER FUND			18,409.89	
53	COMPUTER LOT FUND			365.99	
Total For All Funds:				<u>97,286.25</u>	

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR JANUARY 13, 2025**

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/23/2024 - 01/13/2025
 PAID - CHECK TYPE: PAPER CHECK
 POSTED

Invoice Number Invoice Description Vendor Name Due Date Amount Check Number

GL Number	Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 01 GENERAL FUND							
Department: 00							
01-00-0200	LIFE INSURANCE/VOLUNTARY LIFE	METROPOLITAN LIFE INSUR		2501		318.91	188541
01-00-0408	CAFETERIA PLAN - HUGHES	CHRISTOPHER HUGHES		241231		340.80	188513
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		91.28	188541
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		42.27	188541
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		248.59	188541
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		34.44	188541
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		74.05	188541
01-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		8.45	188541
01-00-1959	LIL SHOPPERS SHOPPE COST OF GOODS	GIFTS 'N THINGS, INC		2501A		19.86	188541
01-00-2182	A/P - REC DEPT SECURITY DEP	ALYSSA SPIES		81021644		531.25	188526
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP	PROVEN IT		2004768.002		150.00	188500
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP	SHARK SHREDDING, INC		1244900		0.00	188548
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP	JOE RITZA		71217		0.00	188551
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP	VSP OF ILLINOIS, NFP		449749		0.00	188530
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP	VSP OF ILLINOIS, NFP		821862957		315.69	188559
01-00-9999	MUST CHANGE DESCRIPTION DUMMY AP			821853269		11.54	188559
Total Department 00						2,187.13	

Department: 02 POLICE DEPARTMENT REVENUE
 01-02-2301 REFUND FOR ONLINE PAYMENT LAWRENCE OBERHEU 250106 60.00 188533

Department	GL Number	Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Department: 20 ADMINISTRATION DEPARTMENT								
01-20-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		196.07	188541	
01-20-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		28.60	188541	
01-20-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		1,349.64	188548	
01-20-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		431.34	188534	
01-20-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534	
01-20-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534	
01-20-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534	
01-20-6990	J. BURNER, NIU INTERN	NORTHERN ILLINOIS UNIVE J. BURNER, NIU INTERN		DPA00073/4		1,789.20	188545	
01-20-6990	OTHER CONTRACTUAL SERVICES	NORTHERN ILLINOIS UNIVE		DPA00073/5		1,789.20	188545	
01-20-7011	COMPUTER SUPPLIES	PROVEN IT		1244900		44.29	188548	
01-20-7200	PHONE EXPENSE	PROVEN IT		C150225		225.70	188548	
01-20-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557	
01-20-7200	PHONE EXPENSE	BTS SOLUTIONS		51074		255.91	188508	
01-20-7200	PHONE EXPENSE	AT&T		708445984212		594.71	188504	
01-20-7210	CELL PHONE JAN/FEB2025	LISA BOYLE		250106		99.00	188537	
01-20-7990	MISCELLANEOUS COMMODITIES	PALOS ACE HARDWARE		214753		63.65	188547	
01-20-7990	COSTCO ANNUAL MEMBERSHIP RENEWAL	CITI CARDS		ANNUAL MMBRSHPP RNWL		65.00	188515	
Total Department 20 ADMINISTRATION DEPARTMENT						7,949.31		

Department	GL Number	Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Department: 22 POLICE DEPARTMENT								
01-22-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		994.41	188541	
01-22-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		140.08	188541	
01-22-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		2,399.36	188548	
01-22-6540	DECEMBER ADJ & BRIDGEVIEW HEARING	NICHOLAS W KARAS		DECEMBER 2024		1,875.00	188542	
01-22-6700	BRAKE ROTORS 259	CHICAGO PARTS & SOUND,		43V0000187		556.18	188512	
01-22-6700	RETAINER/RIVET/WEATHER STRIP 266	CARQUEST AUTO PARTS STO		6982-596270		80.82	188510	
01-22-6700	GRILL MODELING NAME PLATE RIVET 2 BETTENHAUSEN			103676DDW		828.12	188507	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 01 GENERAL FUND							
Department: 22 POLICE DEPARTMENT							
01-22-6700	ANTIFREEZE AND OIL 266	CHICAGO PARTS & SOUND,		43V0000188		66.88	188512
01-22-6700	RETURN GRILL BAFLE BEAM 266	BETTENHAUSEN		CM100380DOW		(428.18)	188507
01-22-6700	RETURN AA APPLIQUE 266	BETTENHAUSEN		CM100380-1 DOW		(33.34)	188507
01-22-6700	PUSH NUT AND SCREW 266	BETTENHAUSEN		104621DOW		31.98	188507
01-22-6700	AA CLOSEOUT AA PLATE ADA 266	BETTENHAUSEN		103676-1DOW		19.46	188507
01-22-6700	AA CLOSEOUT 266	BETTENHAUSEN		103676-2 DOW		22.88	188507
01-22-6700	BRAKE PADS 259	CHICAGO PARTS & SOUND,		43V0000193		49.57	188512
01-22-6700	SPARE KEY 270	PALOS ACE HARDWARE		214848		11.98	188547
01-22-6700	SPOT LAMP 262	JOE RIZZA		449749		240.63	188530
01-22-6700	BATTERY REPLACEMENT	G & H IMPORT AUTO PARTS		876362		253.18	188523
01-22-6810	FIREARMS COURSE FOR ESPINOZA	NORTH EAST MULTI-REGION		367221		175.00	188544
01-22-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-22-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-22-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-22-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-22-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-22-6990	SHREDDING SERVICES	SHARK SHREDDING, INC		71217		47.04	188551
01-22-6990	MONTHLY SERVICE FEE	LEXIS NEXIS RISK DATA M CONTRACT	FEE-MAY 05/#1241214	1100074476		205.00	188535
01-22-6990	PHONE SEARCH WARRANT 24-00612	AT&T		538552		70.00	188503
01-22-6990	PHONE SEARCH WARRANT 24-00612	T-MOBILE USA, INC		9589051189		50.00	188556
01-22-7200	PHONE EXPENSE	PROVEN IT		C150225		225.00	188548
01-22-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557
01-22-7200	PHONE EXPENSE	BTS SOLUTIONS		51074		179.21	188508
01-22-7920	BODY REMOVAL 24-00012	CLEANING SPECIALIST, IN		9694		350.00	188516
Total Department 22 POLICE DEPARTMENT						10,255.26	
Department: 24 PUBLIC WORKS DEPARTMENT							
01-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		137.81	188541
01-24-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		53.13	188541
01-24-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		974.40	188548
01-24-6620	LAB TESTING FEES	ETP LABS INC	COLIFORM SAMPLES	24-53121		1,450.00	188522
01-24-6620	LAB TESTING FEES	ETP LABS INC	COLIFORM SAMPLES	24-53109		725.00	188522
01-24-6700	UNIT 267 REPAIR PARTS	RIZZA		65584CDW		434.42	188549
01-24-6700	#31 & EXTRA TAILGATE SPREADER	LIG SUBURBAN TRUCK PARTS	#31 & EXTRA TAILGATE SPREADER L	197902		59.55	188555
01-24-6700	VEHICLE MAINTENANCE CHEMICALS	1ST AVD CORPORATION	SAFETY VESTS,GLOVES,GLASSES	PS1737733		221.61	188497
01-24-6708	#26 BACKHOE	SUBURBAN TRUCK PARTS		197943		48.64	188555
01-24-6708	#20 SKIDSTEER BATTERY	G & H IMPORT AUTO PARTS	#20 SKIDSTEER BATTERY	876119		173.10	188523
01-24-6708	WINDSHIELD WASHER PUMP	1ST AVD CORPORATION	SAFETY VESTS,GLOVES,GLASSES	PS1754581		74.02	188497
01-24-6708	OPERATING EQUIPMENT CHEMICALS	1ST AVD CORPORATION	SAFETY VESTS,GLOVES,GLASSES	PS1737733		221.61	188497
01-24-6731	I ST MORITZ/11-14 TO 12-14-24	COM ED		241214		19.72	188517
01-24-6786	12900 LAGRANGE RD/ 11-23 TO 12-26	COM ED		241226		27.45	188517
01-24-6990	TREE TRIMMING / REMOVAL	GROUNDSCKEEPER LNDSCAP C		201831		1,100.00	188527
01-24-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-24-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-24-6990	PW SHOP MATS	VOPP WORK SHIRTS/CAPS-PW		4214922615		111.41	188514
01-24-6990	SHOP MATS	VOPP WORK SHIRTS/CAPS-PW		4216419022		111.41	188514
01-24-6990	SHOP TOWELS	VOPP WORK SHIRTS/CAPS-PW		4217105631		18.18	188514
01-24-7200	PHONE EXPENSE	PROVEN IT		C150225		225.00	188548
01-24-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
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Fund: 01 GENERAL FUND							
Department: 24 PUBLIC WORKS DEPARTMENT							
01-24-7200	PHONE EXPENSE	BTS SOLUTIONS	VOPP WORK SHIRTS/CAPS-PW	51074		84.20	188508
01-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	4214922615		136.01	188514
01-24-7300	SWEATSHIRT LOGOS	AMP CUSTOM UNIFORMS	VOPP WORK SHIRTS/CAPS-PW	8942		31.50	188505
01-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	4215728005		136.01	188514
01-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	4216419022		136.01	188514
01-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	4217105631		136.01	188514
01-24-7510	PD AIR COMPRESSOR HOSE REPLACEMENT	HOME DEPOT CREDIT SERVI	VOPP WORK SHIRTS/CAPS-PW	7161252, 1543852		99.00	188529
01-24-7510	PD AIR COMPRESSOR TIRE INFLATOR	HOME DEPOT CREDIT SERVI		7161252, 1543852		22.30	188529
01-24-7510	PW AIR COMPRESSOR REPLACEMENT	HOME DEPOT CREDIT SERVI		165473, 8901490		349.00	188529
01-24-7510	PW SHOP SWEEPER	HOME DEPOT CREDIT SERVI		98922255		161.49	188529
Total Department 24 PUBLIC WORKS DEPARTMENT						8,218.99	

Department: 25 BUILDING DEPARTMENT							
01-25-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		296.23	188541
01-25-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		31.03	188541
01-25-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		824.78	188548
01-25-6625	PLANNING	CAMIROS, LTD		0022111-IN		840.00	188509
01-25-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-25-7020	PRINTING	B ALLAN GRAPHICS		100910		150.00	188506
01-25-7200	PRINTING	B ALLAN GRAPHICS		102875		155.00	188506
01-25-7200	PHONE EXPENSE	PROVEN IT		C150225		225.00	188548
01-25-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557
01-25-7200	PHONE EXPENSE	BTS SOLUTIONS		51074		58.06	188508
Total Department 25 BUILDING DEPARTMENT						3,045.10	

Department: 26 RECREATION DEPARTMENT							
01-26-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		33.82	188541
01-26-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		35.40	188541
01-26-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		824.78	188548
01-26-6810	PROFESSIONAL DEVELOPMENT	CITI CARDS		IPRA CONFERENCE FOR		660.00	188515
01-26-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-26-6990	OTHER CONTRACTUAL SERVICES	LEAF		17513115		276.00	188534
01-26-6991	CONTRACTUAL PROGRAMS	SOUTHWEST MUSIC TOGETHE		250106		336.00	188552
01-26-6991	CONTRACTUAL PROGRAMS	SOUTHWEST MUSIC TOGETHE		250106		420.00	188552
01-26-7010	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,		402058715001		64.46	188546
01-26-7200	PHONE EXPENSE	PROVEN IT		C150225		225.00	188548
01-26-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557
01-26-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		51074		31.31	188508
01-26-7210	MOBILE TELECOMMUNICATIONS	STEPHEN DEFALCO		250102		100.00	188554
01-26-7210	MOBILE TELECOMMUNICATIONS	KIM FLANNIGAN		250102		100.00	188531
01-26-7300	REC T-SHIRTS	AMP CUSTOM UNIFORMS		8943		276.00	188505
01-26-7522	CLASS & CAMP SUPPLIES	CITI CARDS		COSTCO/DURBINS		100.09	188515
Total Department 26 RECREATION DEPARTMENT						3,947.86	

Department: 27 PUBLIC GROUNDS							
01-27-7760	JANITORIAL SUPPLIES	CASE LOTS, INC.	JANITORIAL SUPPLIES/KAC	28806		89.00	188511
Total Department 27 PUBLIC GROUNDS						89.00	

Department: 29 FINANCE DEPARTMENT							
01-29-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		79.45	188541
01-29-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		11.80	188541

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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Vendor Name Invoice Description Invoice Number Due Date Amount Check Number

GL Number	Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 01 GENERAL FUND							
Department: 29 FINANCE DEPARTMENT							
01-29-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT		C150038		374.90	188548
01-29-6560	FY 2024 AUDIT	LAUTERBACH & AMEN, LLP		99064		2,000.00	188532
01-29-6560	AUDITING SERVICES	LAUTERBACH & AMEN, LLP		99003		2,930.00	188532
01-29-6565	MUNICIPAL COMPLIANCE REPORT	LAUTERBACH & AMEN, LLP		99064		585.00	188532
01-29-7200	PHONE EXPENSE	PROVEN IT		C150225		228.50	188548
01-29-7200	PHONE EXPENSE	URBANCOM NET FIBER OPER		78957		189.00	188557
01-29-7200	PHONE EXPENSE	BTS SOLUTIONS		51074		31.31	188508
Total Department 29 FINANCE DEPARTMENT						6,429.96	
Department: 30 SLUYS PROPERTY							
01-30-6410	GAS	NICOR GAS		250102		159.97	188543
Total Department 30 SLUYS PROPERTY						159.97	
Department: 32 PALOS PARK FESTIVALS							
01-32-6080	ENTERTAINMENT EXPENSE	CITI CARDS		COSTCO/DURBINS		112.88	188515
01-32-6080	ANNUAL MUSIC LICENSE FEE ASCAP	ASCAP		100006504320		445.00	188501
Total Department 32 PALOS PARK FESTIVALS						557.88	
Department: 91 BULDING MAINTENANCE - KAPTUR CENTER							
01-91-6710	KAPTUR MAT SERVICE	ROSCOE	MATS/KAC	1874103		251.47	188550
01-91-6710	KAPTUR CLEANING	COVERALL	JANITORIAL SVC-	1010737261		1,007.00	188519
01-91-6710	KAPTUR FLOOR MAT SERVICE	ROSCOE	MATS/KAC	1870159		258.74	188550
Total Department 91 BULDING MAINTENANCE - KAPTUR CENTER						1,517.21	
Department: 92 BULDING MAINTENANCE - RECREATION CENTER							
01-92-6710	BUILDING MAINTENANCE CONTRACTS	ROSCOE	MATS/KAC	1874102		40.80	188550
01-92-6710	BUILDING MAINTENANCE CONTRACTS	ROSCOE	MATS/KAC	1876158		44.41	188550
01-92-6711	BLDG MAINTENANCE SUPPLIES	DUKE'S ACE HARDWARE #57		73732/2		15.36	188521
01-92-6712	BUILDING SERVICE CALLS & REPAIRS	DAV-COM ELECTRIC, INC		206619		684.00	188520
Total Department 92 BULDING MAINTENANCE - RECREATION CENTER						784.57	
Department: 93 BULDING MAINTENANCE - PUBLIC WORKS GARAG							
01-93-6711	BLDG MAINTENANCE SUPPLIES	MENARDS	RODENT TRAPS & CLEANING SOLLUTIO	51012		65.89	188539
01-93-6711	RODENT TRAPS & CLEANING SOLUTION	MENARDS	SAFETY VESTS,GLOVES,GLASSES	51385		37.16	188539
01-93-6711	BLDG MAINTENANCE SUPPLIES	1ST AYD CORPORATION		PSI754581		670.98	188497
Total Department 93 BULDING MAINTENANCE - PUBLIC WORKS GARAG						774.03	
Fund: 11 LIBRARY FUND							
Department: 00							
11-00-0502	HEALTHCARE EMPLOYEE CONTRIBUTIONS	METROPOLITAN LIFE INSUR		2501A		76.41	188541
Total Department 00						76.41	
Department: 50 LIBRARY FUND							
11-50-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR		2501A		136.62	188541
11-50-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR		2501		23.60	188541
Total Department 50 LIBRARY FUND						160.22	
Total Fund 11 LIBRARY FUND						236.63	

Fund: 25 LOCAL MUNICIPAL GAS TAX FUND
Department: 24 PUBLIC WORKS DEPARTMENT

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/23/2024 - 01/13/2025

PAID - CHECK TYPE: PAPER CHECK

Invoice Number: 250102 Vendor Name: MAILBOX FAST LLC Invoice Description: MAILBOX INSTALLATION

Fund: 25 LOCAL MUNICIPAL GAS TAX FUND Department: 24 PUBLIC WORKS DEPARTMENT 25-24-8060 LINDAHL/ 2024 ROADWAY IMPROVEMENT LINDAHL BROTHERS, INC LINDAHL/2024 ROADWAY IMPROVEMEN 45697

Total Department 24 PUBLIC WORKS DEPARTMENT 29,394.09
Total Fund 25 LOCAL MUNICIPAL GAS TAX FUND 29,394.09

Fund: 26 BEAUTIFICATION FUND Department: 24 PUBLIC WORKS DEPARTMENT 26-24-6992 MAILBOX INSTALLATION MAILBOX FAST LLC

Total Department 24 PUBLIC WORKS DEPARTMENT 1,355.00
Total Fund 26 BEAUTIFICATION FUND 1,355.00

Fund: 51 SEWER FUND Department: 00 HEALTHCARE EMPLOYEE CONTRIBUTIONS METROPOLITAN LIFE INSUR

Total Department 00 26.22

GL Number	Line Desc	Vendor Name	Invoice Number	Due Date	Amount	Check Number
51-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR	2501A		104.91	188541
51-24-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR	2501		23.50	188541
51-24-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT	C150038		374.90	188548
51-24-6410	9301 W. 123RD/ 11-14 TO 12-29-24	NICOR GAS	241230 B		80.69	188543
51-24-6410	133 FOREST EDGE/ 12-3 TO 1-3-25	NICOR GAS	250103		54.01	188543
51-24-6410	12222 S WILL COOK/ 12-3 TO 1-3-25	NICOR GAS	250103A		152.45	188543
51-24-6410	40 RAMSGATE/ 12-3 TO 1-3-25	NICOR GAS	250103B		55.29	188543
51-24-6410	12410 S. 91ST/ 12-2 TO 1-2-25	NICOR GAS	2501028		52.69	188543
51-24-6708	OPERATING EQUIPMENT MAINTENANCE	PALOS ACE HARDWARE	214910		175.46	188547
51-24-6708	OPERATING EQUIPMENT MAINTENANCE	PALOS ACE HARDWARE	214920		(10.52)	188547
51-24-6740	PUMP MAINTENANCE & SUPPLIES	AIRY'S INC.	51021		1,346.02	188498
51-24-6740	SEWER DRAINAGE MAINTENANCE	AIRY'S INC.	51024		1,281.33	188498
51-24-6740	SEWER DRAINAGE MAINTENANCE	AIRY'S INC.	51018		1,057.41	188498
51-24-6990	OTHER CONTRACTUAL SERVICES	GEMPLER'S	INV0004600765		199.99	188525
51-24-7200	PHONE EXPENSE	METROPOLITAN INDUSTRIES	INV068913		195.00	188540
51-24-7300	UNIFORMS	BTS SOLUTIONS	51074		31.00	188508
51-24-7300	UNIFORMS	CINTAS	4214922615		45.57	188514
51-24-7300	UNIFORMS	CINTAS	4215728005		45.57	188514
51-24-7300	UNIFORMS	CINTAS	4216419022		45.57	188514
51-24-7300	UNIFORMS	CINTAS	4217105631		45.57	188514
Total Department 24 PUBLIC WORKS DEPARTMENT					5,356.41	
Total Fund 51 SEWER FUND					5,382.63	

Fund: 52 WATER FUND Department: 00 HEALTHCARE EMPLOYEE CONTRIBUTIONS METROPOLITAN LIFE INSUR 52-00-0502

Total Department 00 62.73

GL Number	Line Desc	Vendor Name	Invoice Number	Due Date	Amount	Check Number
52-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSUR	2501A		250.95	188541
52-24-5320	LIFE INSURANCE	METROPOLITAN LIFE INSUR	2501		41.70	188541
52-24-6011	IT PROF. & CONTRACTUAL SERV.	PROVEN IT	C150038		375.37	188548
52-24-6410	121ST/1 SW HWY-11-27 TO 12-30-24	NICOR GAS	241230 A		296.85	188543
Total Department 00					62.73	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/23/2024 - 01/13/2025
 POSTED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Line Desc	Invoice Line Desc	Vendor Name	Invoice Number	Due Date	Amount	Check Number
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GL Number	Line Desc	Invoice Line Desc	Vendor Name	Invoice Number	Due Date	Amount	Check Number
Fund: 52 WATER FUND							
Department: 24 PUBLIC WORKS DEPARTMENT							
52-24-6620	LAB TESTING FEES	ETP LABS INC	COLIFORM SAMPLES	24-137610		120.00	188522
52-24-6620	LAB TESTING FEES	ETP LABS INC	COLIFORM SAMPLES	24-137556		120.00	188522
52-24-6700	#52 REPAIR PARTS	CARQUEST AUTO PARTS STO	#52 REPAIR PARTS	6982-596619		67.11	188510
52-24-6700	#34 TELEWISE VAN BATTERIES	G & H IMPORT AUTO PARTS		876290, 30660		144.00	188523
52-24-6708	OPERATING EQUIPMENT MAINTENANCE	PALOS ACE HARDWARE		214834		70.11	188547
52-24-6720	PUMP MAINTENANCE & SUPPLIES	GASVODA & ASSOCIATES, I		INV24KJD0127CHF		2,608.63	188524
52-24-6750	WATER LINE MAINTENANCE & SUPPLIES	AIRY'S INC.		51051		2,336.16	188498
52-24-6990	OTHER CONTRACTUAL SERVICES	CONCENTRIC INTERGRATION		0266779		210.00	188518
52-24-6990	OTHER CONTRACTUAL SERVICES	HAWKINS, INC.		6945376		333.46	188528
52-24-7040	POSTAGE FOR 1-29-25 UTILITY BILL	US POSTMASTER		241227		650.00	188558
52-24-7200	PHONE EXPENSE	BTS SOLUTIONS		51074		31.00	188508
52-24-7300	UNIFORMS	CINTAS		4214922615		45.57	188514
52-24-7300	UNIFORMS	CINTAS		4215728005		45.57	188514
52-24-7300	UNIFORMS	CINTAS		4216419022		45.57	188514
52-24-7300	UNIFORMS	CINTAS		4217105631		45.57	188514
52-24-7990	PUMP STATION REPAIRS	DAV-COM ELECTRIC, INC		206619		304.00	188520
52-24-7990	MISCELLANEOUS COMMODITIES	ASSOCIATED TECHNICAL SE		39503		988.00	188502
52-24-7990	GENERATOR REPAIR 121ST	ALTERNATIVE ENERGY SOLU		6087		1,338.62	188499
Total Department 24 PUBLIC WORKS DEPARTMENT						10,468.24	
Total Fund 52 WATER FUND						10,530.97	

GL Number	Line Desc	Invoice Line Desc	Vendor Name	Invoice Number	Due Date	Amount	Check Number
Fund: 53 COMMUTER LOT FUND							
Department: 24 PUBLIC WORKS DEPARTMENT							
53-24-6400	METRA COMED BILL 11/27-12/31	COM ED		241231		141.13	188517
53-24-6410	METRA NICOR BILL 11/27-12/30	NICOR GAS		241230		204.60	188543
53-24-6710	METRA MAT SERVICE	COVERALL		1874101		115.80	188550
53-24-6710	METRA CLEANING	JANITORIAL SVC-		1010737261		210.00	188519
53-24-6710	METRA MAT SERVICE	ROSCOE		1876157		125.00	188550
53-24-6712	BUILDING SERVICE CALLS & REPAIRS	DAV-COM ELECTRIC, INC		206619		338.00	188520
53-24-7990	METRA CAMERA SUPPLIES	HOME DEPOT CREDIT SERVI		165473, 8901490		40.06	188529
Total Department 24 PUBLIC WORKS DEPARTMENT						1,174.59	
Total Fund 53 COMMUTER LOT FUND						1,174.59	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 12/23/2024 - 01/13/2025

PAID - CHECK TYPE: PAPER CHECK

POSTED

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
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--- TOTALS BY FUND ---

01	GENERAL FUND					45,976.27	
11	LIBRARY FUND					236.63	
25	LOCAL MUNICIPAL GAS TAX FUND					29,394.09	
26	BEAUTIFICATION FUND					1,355.00	
51	SEWER FUND					5,382.63	
52	WATER FUND					10,530.97	
53	COMPUTER LOT FUND					1,174.59	
Total For All Funds:						94,050.18	

Any's invoice # 51043 for \$26,110.84 will post on 01/31/25. As a result it won't be included in this report.

26,110.84
\$120,821.02

**THE VILLAGE OF PALOS PARK
SUPPLEMENTAL WARRANT LIST
FOR JANUARY 13, 2024**

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

SUPPLEMENTAL WARRANT LIST /JANUARY 13, 2024 COUNCIL MEETING

PAYROLL REQUIREMENTS: (Regular & agency checks, tax liabilities & Paylocity invoice)			
Pay Date:		12/19/2024	\$148,501.16
Pay Date:		1/2/2025	159,566.60
Pay Date:			
TOTALS:			\$308,067.76

RECURRING WIRE TRANSFERS:

DESCRIPTION	TRANSFERRED TO:	AMOUNT
VOPP Wtr PurchOakLawn	Old National	\$57,441.93
Wex Bank/Shell	On-Line	4,543.58
RCN/Astound	On-Line	1,036.40
Wex Gas Purchase	On-Line	1,100.09
United Health Care	On-Line	52,492.10
IEPA Reich Loan	Old National	17,117.03
Crosstown Conn	Old National	5,356.45
American Express	J.P. Morgan Chase Bank	
Amazon Marketplace		83.99
Amazon Marketplace		-9.62
Amazon Marketplace		69.99
Amazon Marketplace		-148.79
Stoney Point		103.17
Ready Refresh		86.69
Catherine's Garden		180.00
Amazon Marketplace		45.43
Adobe Systems		21.24
Amazon Marketplace		145.93
Government Finance		85.00
Government Finance		160.00
Adobe Systems		254.87
Amazon Marketplace		36.53
Amazon Marketplace		34.20
Amazon Marketplace		148.79
Amazon Marketplace		39.90
Amazon Marketplace		99.45
Illinois Government		30.00
Amazon Marketplace		53.99
Republic Services		33,153.12
Carhartt		908.72
Amazon Marketplace		69.93
Amazon Marketplace		16.65
Carhartt		78.82-
Canva		119.90
Amazon Marketplace		32.39
Adobe Systems		76.47
Adobe Systems		25.49
Amazon Marketplace		23.69
Amazon.Com		197.22
Constant Contact		935.20
American Waterworks		195.00
Midway USA		311.39
Amazon Marketplace		5.59
USPS		8.40
Midway USA		172.22
Michaels		33.68

Amazon Marketplace			-17.59
Visa		Old National	
Aauto & Truck Care			38.00
Apple.Com			0.99
SP WYZE Labs Inc			0.99
TOTALS:			\$176,915.79
	TOTAL SUPPLEMENTAL WARRANT LIST:		\$484,983.55

Payroll Summary

Check Date: 01/02/2025

Page 1 of 2

Process: 2025010201

VILLAGE OF PALOS PARK (1868)

Pay Period: 12/14/2024 to 12/27/2024

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	72	0.00	97,340.82	97,340.82	
	Regular	5	1,684.01	0.00	1,684.01	
Totals		77	1,684.01	97,340.82	99,024.83	→ 99,024.83

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Agency	Regular	9	12,301.52	4,984.30	17,285.82	
Totals			9	12,301.52	4,984.30	17,285.82	→ 17,285.82

Total Net Payroll Liability				13,985.53	102,325.12	116,310.65	→ 116,310.65
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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	132,186.52	132,186.52	14,029.15		
Medicare	36-6006039		Semi-Weekly	141,028.29	141,028.29	2,044.88		
Medicare - Employer	36-6006039		Semi-Weekly	141,028.29	141,028.29		2,044.91	
OASDI	36-6006039		Semi-Weekly	141,028.29	141,028.29	8,743.78		
OASDI - Employer	36-6006039		Semi-Weekly	141,028.29	141,028.29		8,743.75	
Totals						24,817.81	10,788.66	→ 35,606.47

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	36-6006039		Semi-Weekly	132,186.52	132,186.52	6,591.77		
Totals						6,591.77	0.00	→ 6,591.77

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.007500	Quarterly	141,028.29	141,028.29		1,057.71	
Totals						0.00	1,057.71	→ 1,057.71

Total Tax Liability						31,409.58	11,846.37	→ 43,255.95
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Total Payroll Liability						159,566.60		→ 159,566.60
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Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount	
112730597	1/2/2025	224.18				224.18	
Totals		224.18		0.00		224.18	→ 224.18

Transfers



Paylocity Corporation
(888) 873-8205

User: Company Rpt Admin

Run on 12/27/2024 at 1:21 PM

Payroll Summary

Check Date: 01/02/2025

Process: 2025010201

VILLAGE OF PALOS PARK (1868)

Pay Period: 12/14/2024 to 12/27/2024

Type	Date	Source Account	Amount
Billing	1/2/2025	1405470*	224.18
Dir Dep	12/31/2024	1405470*	97,340.82
Tax	1/1/2025	1405470*	43,255.95
Totals Transfers			140,820.95

→ **140,820.95**

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	1/8/2025	35,606.47
(Deposit made by Service Bureau)	Illinois SITW	1/8/2025	6,591.77
(Deposit made by Service Bureau)	Illinois SUI	4/30/2025	1,057.71
	Total Tax Deposits		43,255.95



Payroll Summary

Check Date: 12/19/2024

Process: 2024121901

VILLAGE OF PALOS PARK (1868)

Pay Period: 11/30/2024 to 12/13/2024

Type	Date	Source Account	Amount
Billing	12/19/2024	1405470*	771.94
Dir Dep	12/18/2024	1405470*	91,974.52
Tax	12/18/2024	1405470*	38,391.04
Totals Transfers			131,137.50

→ **131,137.50**

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	12/26/2024	32,101.61
(Deposit made by Service Bureau)	Illinois SITW	12/26/2024	6,220.16
(Deposit made by Service Bureau)	Illinois SUI	1/31/2025	69.27
	Total Tax Deposits		38,391.04





VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: January 13, 2025

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

2024 Roadway Project.

BACKGROUND/HISTORY:

Attached is Pay Estimate No. 5 and Final for the 2024 Roadway Improvement Project in the amount of \$29,394.09. Public Works is asking for approval of this final payout. The estimate includes all the work done on the Project including retention.

Total Work to Date	\$1,178,754.67
Less Previous Est.	\$1,149,360.58
Total Due Est No 4	\$ 29,394.09

STAFF RECOMMENDATION:

Staff recommends approval of Pay Estimate No. 5 and Final

RECOMMENDED MOTION:

I move to approve Pay Estimate No. 5 and Final for the 2024 Roadway Project to Lindahl Brothers in the amount of \$29,394.09.

LINDAHL BROTHERS, INC.
 622 EAST GREEN STREET
 BENSENVILLE, ILLINOIS 60106
 630-595-1080

Invoice#45697 Page 1 of 1
 Estimate Date: 12/19/2024

Estimate No: 5- FINAL
 Estimate Period: 11/28/2024 To 12/19/2024

TO: VILLAGE OF PALOS PARK
 8999 WEST 123RD STREET
 PALOS PARK, ILLINOIS 60464

PROJECT: VILLAGE OF PALOS PARK - 2024 ROADWAY IMPROVEMENT, VARIOUS STREETS, PALOS PARK, ILLINOIS

Line No	Item No	Description	Unit	Bid Quantity	Unit Price	This Estimate		To Date	
						Quantity / %	Amount	Quantity / %	Amount
1		HMA SURF REM VAR DEPTH	SY	49,000.000	3.5000			59,700.000	208,950.00
2		BIT MTL S TACK COAT SS-1	GAL	7,100.000	.0100			6,653.000	66.53
3		HMA BINDER IL 9.5 N50 1.5 IN	TN	4,150.000	81.0000			4,483.290	363,146.49
4		HMA SURF MIX D N50 2 IN	TN	5,900.000	81.0000			5,762.000	466,722.00
5		PVMT PATCH 3 IN	SY	200.000	45.0000			125.000	5,625.00
6		AGG WEDGE SHOULDER TYP B CA6	TN	885.000	35.0000	169.650	5,937.75	792.890	27,751.15
8		HMA SURF REM BUTT JOINT	SY	325.000	3.5000			341.000	1,193.50
9		FRM & LID TO BE ADJ SPECIAL	EA	35.000	300.0000			37.000	11,100.00
10		REM & RPLC HMA DRIVE	SY	725.000	25.0000			1,088.000	27,200.00
13		TRAFF CONT & PROTECT	LS	1.000	47,000.0000			1.000	47,000.00
13A	CO001	ADDED TRAFF CONT & PROTECT	LS	1.000	20,000.0000			1.000	20,000.00

Estimate		To Date	
Total:	5,937.75	1,178,754.67	
Release Retainage:	(23,456.34)		.00
Amount Paid:			1,149,360.58
Current Amount Due:	\$29,394.09		\$29,394.09



VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: January 13, 2025

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Approve contract with Concentric Integration for maintenance of the SCADA (Supervisory Control and Data Acquisition) system for the Water Distribution System.

BACKGROUND/HISTORY:

The Village has contracted with Concentric Integration, formerly Baxter and Woodman Control Systems, since 2016 for SCADA maintenance. The 2024 agreement was approved for a cost of \$9,092.00. The 2025 agreement is proposed at a cost of \$10,660.00. Public Works is seeking approval of the new agreement. This agreement covers maintenance issues and 24-hour monitoring of our system.

STAFF RECOMMENDATION:

Staff recommends approving the proposal from Concentric Integration.

RECOMMENDED MOTION:

I move to approve the 2025 SCADA Maintenance Agreement with Concentric Integration in the amount of \$10,660.00.



Managed Support Agreement 2025

Customer: Village of Palos Park, IL

Concentric Job Number: 2401465.00

Concentric Integration, LLC (Concentric) agrees to enter into a support agreement with the Customer to provide support services based on the "Services" indicated below and in agreement with the Terms & Conditions and Service Definitions.

Services & Fees

- Fixed Fee Services indicate a fixed scope described in the attached Service Definitions. Since the scope is negotiated upfront, we can establish this price at the beginning of the contract.
- Time and Material (T&M) Services denote a variable scope determined by the Customer. T&M Services are requested on a case-by-case basis and approved by a responsible customer representative. Monthly invoices will be sent for T&M Services as they are used. Labor will be billed based on our standard hourly billing rates for actual work time performed, plus reimbursement of out-of-pocket expenses, including travel costs. Labor rates differ for Concentric staff members.
 - The hourly rate charged is the same for regular hours, after-hours, emergency service, weekends, holidays, and overtime.
 - There is no minimum call-out charge during regular business hours. A 1.0-hour minimum charge for after-hours emergency support (815-788-3600). Standard hours are M-Th 7:30 AM – 5:00 PM, and Friday from 7:30 AM – 12:30 PM, excluding major holidays.
 - Mileage for travel is billed at the IRS-approved amount as calculated from the employee's office location to the site during regular business hours or from the deployment location to the site visited for urgent service.
 - Travel time is charged at the same hourly billing rate indicated on the rate sheet.
- Please see the attached Rate Sheet for our current hourly billing rates. Please note that the rates listed on the attached rate sheet are our current rates and may increase during the project's term.

Description	Included	Fee
Fixed Fee Services		\$10,660
<i>Project Management</i>	<input checked="" type="checkbox"/>	
<i>Proactive Maintenance</i>	<input checked="" type="checkbox"/>	
<i>Technology & SCADA Budget Planning</i>	<input checked="" type="checkbox"/>	
Third-Party Support Renewals (included in Fixed Fee Services Cost)	<input type="checkbox"/>	\$0
T&M Support Services	<input type="checkbox"/>	\$0
	Total Fee	\$10,660

2025 Rate Sheet¹

Role	Rate	Description & Typical Duties
Vice President	\$260	Provides oversight & direction. Responsible for contracts, scope, and overall satisfaction.
Electrical/Automation Engineer VI	\$252	Technical expert and/or lead designer/integrator who performs advanced design, programming, troubleshooting, and field activities. Provides high-level troubleshooting of complex technical issues.
Electrical/Automation Engineer V	\$220	Team leader. Independently performs and coordinates advanced design, programming, troubleshooting, and field activities, as well as project management and oversight.
Electrical/Automation Engineer IV	\$205	Independently performs and coordinates advanced design, programming, troubleshooting, and field activities for electrical/automation work. Can also provide project management and coordination.
Electrical/Automation Engineer III	\$180	Works independently under little supervision to perform more advanced design, programming, troubleshooting, and field activities for electrical/automation work.
Electrical/Automation Engineer II	\$160	Works as a team member to perform more advanced design, programming, troubleshooting, and field activities for electrical/automation work with direction from senior staff.
Electrical/Automation Engineer I	\$138	Works as a team member to perform basic design, programming, troubleshooting, and field activities for electrical/automation work with direction from senior staff.
IT Consultant VI	\$242	Technical expert and/or lead industrial/automation information technology designer. Responsible for commissioning, quality control, and project management. Performs and coordinates advanced design of client networks/systems.
IT Consultant V	\$220	Team leader. Independently performs server, network, and desktop architecture, design, management, and oversight. High-level troubleshooting of network, security, and server technical issues. Provides project management and quality control.
IT Consultant IV	\$205	Independently performs server, network, and desktop management and oversight and typical higher-level network administration duties. Can also provide project management and coordination.
IT Consultant III	\$180	Works independently under little supervision to provide more advanced systems and network administration/support services, as well as PC Workstation/Server Administration services and tasks.
IT Consultant II	\$160	Works as a team member to provide more advanced systems and network administration/support services, as well as PC Workstation/Server Administration services and tasks.
IT Consultant I	\$138	Works as a team member to provide basic systems and network administration/support services, as well as PC Workstation/Server Administration services and tasks.
Administrative Support	\$100	Coordinates purchasing and logistics/shipping for automation, controls, instrumentation, and related IT and security equipment. Prepares equipment specifications.

¹ Rates are subject to change on January 1 of each year.

Time Period and Payment

Start Date: January 1, 2025 End Date: December 31, 2025

Fixed Fee Services: Payment to be made in four (4) equal payments \$2,665 upon being invoiced every quarter.

Time & Material Services: The fees for services not included in this contract's Fixed Fee Services portion will be invoiced separately monthly as they are incurred.

Standard Terms and Conditions References

Effective Date: The Effective Date of this Proposal and the associated Standard Terms and Conditions shall be the date this Proposal is accepted as shown by Customer's dated signature.

Third-Party Materials (See Standard Terms and Conditions Paragraphs 3.2 & 8.3):

- DOES apply
- DOES NOT apply

Notices: Notices required to be provided to Customer per Paragraph 16.3 of the Standard Terms and Conditions shall be delivered to the individual and address given above unless Customer provides updated notification information to Concentric in writing.

Standard Terms and Conditions

Concentric Integration, LLC's Standard Terms and Conditions, Version 10.2 (V10.2), located at <http://goconcentric.com/standard-terms/>, are hereby incorporated into this Project Proposal as though fully attached hereto. By signing below, each of the undersigned represents and warrants that Concentric Integration, LLC's Standard Terms & Conditions are legal, valid, and binding obligations upon the parties for which they are the authorized representative.

Acceptance

If this agreement is acceptable, please sign one copy and return it to us. Feel free to contact me if you have any questions.

Sincerely,

CONCENTRIC INTEGRATION, LLC



Michael D. Klein, PE
President
MDK



CUSTOMER:
VILLAGE OF PALOS PARK, IL

ACCEPTED BY: _____

TITLE: _____

DATE: _____

BILLING CONTACT: _____

Service Definitions

Fixed Fee Services

Project Management

Plan, schedule, and coordinate the activities necessary to complete the project and provide support services.

Proactive Maintenance

If included, Concentric will provide all services described within this section for the specified fee regardless of the actual hours of work performed. Proactive Maintenance is provided for hardware that appears in the Hardware List included in this Agreement.

If included, Concentric will monitor certain aspects of the IT infrastructure and perform periodic routine scheduled maintenance (detailed in the following tables) to minimize unexpected system shutdowns by resolving issues before they become critical. Upon completion of the planned service, Concentric will provide written confirmation that the service was completed.

Scheduled services will be provided during Standard Hours if service does not significantly impact network performance. Scheduled services that may dramatically impact network performance and are not urgently needed to maintain network security will be scheduled during other hours as Concentric and the Customer agreed upon. Standard hours for Proactive Maintenance are M-Th, 7:30 AM – 5:00 PM, excluding major holidays.

Concentric monitors certain core infrastructure components using our remote support toolset. If problems are detected, labor to repair falls under Time and Material (T&M) services. There may be times when the cost to repair a component is greater than the cost to replace it. In that case, we will discuss this with you and recommend a replacement if that situation occurs. Before the agreement starts, we require that supported devices have active manufacturer support contracts (warranties). These support contracts can be included in the Third-Party Support Renewals section below.

Core Infrastructure Maintenance	Service Frequency: ²			
	N/A	Monthly	Quarterly	Annually
Server Monitoring <ul style="list-style-type: none"> • Monitor for issues that may arise. • Review Windows System Logs. • Review Windows Services. • Apply Windows Updates. • Check Drive Free Space. • Verify & Update Anti-Virus Software. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup monitoring <ul style="list-style-type: none"> • Monitor the success of the backups and verify their proper completion. • Perform annual test restore from backups. • Back Up SCADA applications, if applicable. (Minor software patches - hotfix or incremental updates will be covered under this agreement. Major software patches - version upgrades or feature releases will be charged T&M with approval)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Network Monitoring <ul style="list-style-type: none"> • Review networking device (routers and managed switches) logs to determine if any problematic conditions are occurring. • Check networking devices for firmware update availability. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Firewall Monitoring <ul style="list-style-type: none"> • Monitor security logs and configurations for suspicious activity. • Check firewall devices for firmware update availability. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workstation Monitoring <ul style="list-style-type: none"> • Check workstation event logs for unusual or problematic events. • Apply Windows Updates. • Verify & Update Anti-Virus Software. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Concentric Integration uses ConnectWise Automate as its remote monitoring and management platform. Installation of a secure Automate agent is required on the servers and workstations covered within this agreement to fulfill the Core Infrastructure Maintenance services above. If this is not permitted, Concentric shall be notified before executing this agreement, and alternative means of providing the Core Infrastructure Maintenance services will be quoted.

² Service frequency denotes the minimum frequency in which manual Core Infrastructure Maintenance shall be performed by Concentric Integration. Concentric Integration reserves the right, at its discretion, to supplement or replace manual Core Infrastructure Maintenance with automated methods, using ConnectWise Automate, to fulfill the Core Infrastructure Maintenance services.

The following table details the SCADA-specific proactive services included under this Support Agreement and at what frequency:

Proactive Maintenance	Service Frequency:			
	N/A	Quarterly	Twice Annually	Annually
PLC, OIT, & Control Panel Maintenance: <ul style="list-style-type: none"> Check the functionality of the Control Panel UPS Back Up Programs Check the Status of Fuses, Circuit Breakers, & Surge Protectors Check Control Panel Thermal Management Check for Environmental Issues with Water, Moisture, Dirt, Dust, etc. Check for published PLC vulnerabilities and recommend upgrades (to be implemented using T&M Services) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Radio and Cellular Router Maintenance: <ul style="list-style-type: none"> Check signal strength and backup configuration 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SCADA Alarm Testing: <ul style="list-style-type: none"> Manually test critical alarms (up to 50) from SCADA to ensure they continue to work properly 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SCADA Patching: <ul style="list-style-type: none"> Apply security-related updates and patches to SCADA software (excludes full version upgrades, which are handled under T&M Services) 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Documentation: <ul style="list-style-type: none"> Verify & Update the Network Diagram 	<input type="checkbox"/>	N/A	N/A	<input checked="" type="checkbox"/>

Technology & SCADA Budget Planning

Budgeting for SCADA and related technology items can help prioritize and guide decisions and overall budget planning for capital improvements. Concentric believes that providing advanced notice (where possible) of recommended equipment, software, security, and communications improvements will provide a much more effective planning and implementation cycle. When this service is selected, our senior-level design staff intentionally reviews the system architecture to determine the risks and benefits of inaction and selected improvements. Our staff discusses the recommended improvements, phasing, and costs with you and then provides a letter and prioritized table of suggested improvements that summarize the costs of the recommended initiatives.

Budget Planning & Cost Preparation - Annual	Deliverable	Included?
Budget Planning & Cost Preparation (for the following fiscal year)	Budgetary Memorandum	<input checked="" type="checkbox"/>
Client: What month would you like to receive the budget letter?		

***Please complete the above question if selecting the Technology & SCADA Budget Planning.

Third-Party Support Renewals

The supported system includes hardware and software that may have applicable support and extended warranty agreements from a third party, such as the manufacturer or vendor/supplier. Once the initial installation’s support/warranty period has expired, it is recommended that these agreements are maintained and renewed regularly. If listed in the Included Services & Fees section of this agreement, Concentric will provide the renewals listed in the Third–Party Support Renewal list on Page 10.

Third-Party Support Renewals - Annual	Deliverable	Included?
Renew Third-Party Support Contracts	Contracts from OEM/Supplier	<input type="checkbox"/>

Time & Materials (T&M) Services

Break – Fix (Repairs)

Provide as-needed services on request. This service will be provided 24 hours a day, seven days per week, for the length of this agreement, regardless of standard working hours. Concentric’s daytime and after-hours phone number is 815-788-3600. Concentric staff typically answers the phone during standard business hours. A call center answers the phone after hours or when staff cannot answer. Concentric will return any phone calls for urgent service within 30 minutes of the phone call and dispatch a staff member within 60 minutes if a site visit is required.

Improvements

Occasionally, staff identifies small changes to the system that can significantly impact operational efficiency, safety, and quality. These improvements can be easily designed and built without consulting & Design services.

Consulting & Design

Through consulting and design; a system can be effectively maintained, improved, and upgraded. This service will provide for retained more minor project design services related to IT infrastructure, instrumentation and controls, and Supervisory Control and Data Acquisition (SCADA).

Hardware List

If Proactive Maintenance is included as part of this Support Services Agreement, Concentric will proactively support the following hardware:

Device/Appliance	Quantity
Managed Physical Servers	NA
Managed Virtual Servers	NA
Managed Workstations	2
Managed Firewalls	1
Managed Switches	NA
Managed Routers	3
Managed PLCs	3
Access Points	1

Workstations	Location	Make	Model	Serial Number	Third-Party Support Renewal
PALOP-SC01	Main Pump Station	Dell	Precision 3460	4RDS624	NA
PALOP-SV02	Main Pump Station		P-2100	UA22257	NA

Firewalls	Location	Make	Model	Serial Number	Third-Party Support Renewal
PALOSPARK-PUMP-FW1	Main Pump Station	Cisco	ASA5506	JMX2212G23K	NA

Routers	Location	Make	Model	Serial Number	Third-Party Support Renewal
BOOSTER-RTR1	Booster Station	Cisco	IR1101-A-K9	FCW23490H07	NA
TOWER-RTR1	Tower	Cisco	IR1101-A-K9	FCW2445P6LL	NA
MPS-RTR1	Main Pump Station	Cisco	IR1101-A-K9	FCW23490H07	NA

Access Points	Location	Make	Model	Serial Number	Third-Party Support Renewal
PALOP1	Main Pump Station	Meraki	MR33	Q2PD-YFXM-9M2H	NA

Third-Party Support Renewals

If Third-Party Support Renewals are included as part of this Support Services Agreement, renewals will be processed as listed in the table below:

Warranty	Included?	Coverage Period	Qty	Total
Bitdefender EDR (Anti-Virus)	<input checked="" type="checkbox"/>	01/01/2025 – 12/31/2025	2	Included in Proposal
Axcient Backup software	<input checked="" type="checkbox"/>	01/01/2025 – 12/31/2025	2	Included in Proposal
Renewals are outside of this agreement.	<input type="checkbox"/>			
			TOTAL	\$0

Bitdefender Anti-Virus/EDR software is a subscription-based product. If Bitdefender Anti-Virus/EDR is provided, it will be removed after the end date of this agreement. If the Managed Support Agreement is not renewed, the option will be provided to maintain the software subscription through Concentric Integration on a T&M basis.



VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: January 13, 2025

6:30 PM

Kaptur Administrative Center

CONSENT AGENDA MATTER:

Replace submersible sewage pump at Holy Family Lift Station

BACKGROUND/HISTORY:

One of the pumps in the Holy Family Lift Station had to be pulled as it had been running longer and is not pumping efficiently. The pump either needs to be replaced or rebuilt. Public Works received two quotes from Flow Technics. To replace the pump with a new one would be \$ 19,759.00. To rebuild the pump would cost \$ 8,605.00. As this pump will now be a spare, Public Works would like to have the existing pump rebuilt.

STAFF RECOMMENDATION:

Staff recommend approving the proposal from Flow-Technics.

RECOMMENDED MOTION:

I move to approve the proposal from Flow-Technics in the amount of \$8,605.00 to have the existing Holy Family sewage pump rebuilt.

Quote



181 Ontario Street
Frankfort, Illinois 60423
Phone (815) 277-2600
Fax (815) 534-5311

Page 1/1
Quote QTE00003591
Date 12/3/2024

Bill To: VILLAGE OF PALOS PARK
8999 W. 123RD STREET
PALOS PARK IL 60464

Ship To: VILLAGE OF PALOS PARK
12160-12182 S WILL COOK RD
PALOS PARK IL 60464

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
	PAL01	RICK SHEEHY	BEST WAY	NET 30	0/0/0000	12,191
Quantity	Item Number	Description	UOM	Unit Price	Ext. Price	
1	61705865	HYDRAULIC KIT LEAD TIME 7-9 WEEKS	EA	\$2,162.00	\$2,162.00	
1	61705092	REPAIR KIT XFP PE3 PART IN STOCK WITH MFG	EA	\$1,551.00	\$1,551.00	
1	61025049	CABLE ASSEMBLY 3-4 WEEKS LEAD TIME	EA	\$2,947.00	\$2,947.00	
5.00	SHOP LABOR	SHOP LABOR DISASSEMBLY	HR	\$128.00	\$640.00	
10.00	SHOP LABOR	SHOP LABOR ASSEMBLY	HR	\$128.00	\$1,280.00	
1	SHOP SUPPLIES	SHOP SUPPLIES	EA	\$25.00	\$25.00	

QUOTE IS VALID FOR 30 DAYS
FREIGHT IS PRE PAY AND ADD
LEAD TIME UNDER EACH PART
S/N-0003293

Subtotal \$8,605.00
Misc \$0.00
Tax \$0.00
Freight \$0.00
Total \$8,605.00



FLOW-TECHNICS, INC.

PROPOSAL

Village of Palos Park
8999 W. 123rd Street
Palos Park, IL 60464
Attn.: Joe Walters

December 4, 2024

Holy Family Lift Station ABS Pumps

We are pleased to offer the following proposal for your consideration:

1- ABS XFP100G- CB1.5-PE210/4EX-4" pump with a 28 HP motor, **460V**, 3 phase, 1780 RPM capable of delivering 352 GPM AT 99'TDH. The pump comes complete with **98' of power** cable. The pump has a 4" discharge.

1- Lot of labor to install pump

1- Freight to jobsite

Price \$ 19,759.00

TERMS & CONDITIONS:

Payment: Net 30 Days; no startup will be performed without 100% payment.
Prices: Valid for 30 days from the date of this proposal.
Taxes: Sales taxes are NOT included.
F.O.B.: Factory -- Prepaid & Added
Notes: Offloading by others.
Installation IS NOT included.

NOT INCLUDED:

1. Any item not specifically mentioned is not included, nor was it intended to be.
2. Anchor bolts
3. Federal, State, or Local sales taxes

Respectfully submitted,
FLOW-TECHNICS, INC.

Michael E. Carney

Michael E. Carney

8999 West 123rd Street
Fax: (708) 448-9542
Phone: (708)671-3730
Palos Park, IL 60464
www.palospark.org



To: Mike Wade, Building Dept. Commissioner
From: Building Department
Date: January 8, 2025
Subject: Building Department Report for Council Meeting January 12, 2025

All Village of Palos Park Contractor Registrations expired on December 31, 2024. If you have any contractors completing work in your residence, please confirm they are current with their registration. The current registration forms can be found online at www.palospark.org.

PERMITS:

The Building Department processed *sixteen (16) permits* from December 3, 2024-January 8, 2025 resulting in **\$7,616.00** in permit fees for a total of **\$210,851.00** in permit fees for this fiscal year. Please see attached for more details.

BUILDING PERMIT INSPECTIONS

Twenty-two (22) inspections were completed during this time.

County Monthly Permit Report

01/08/2025

1/2

Date Issued	Permit #	Applicant	Address / Parcel	Const. Value	Fee
12/16/2024	WD24-0043	EVERGREEN DOOR AND WINDOW	11511 AUTOBAHN DR E	\$1,000.00	\$150.00
	Permit Type:	Window and Door	23-23-416-027-1034		
	Work Description:	FRONT DOOR			
12/12/2024	WD24-0042	GILKEY WINDOWS COMPANY	11540 OLD PRAGUE PATH	\$5,641.00	\$150.00
	Permit Type:	Window and Door	23-23-415-029-0000		
	Work Description:	WINDOWS			
12/16/2024	SGN24-0006	ROEDA INC	12900 S LAGRANGE	\$5,000.00	\$555.00
	Permit Type:	Sign	23-33-209-001-0000		
	Work Description:	SIGN			
12/12/2024	RS24-0307	S S BUILDERS CONSTRUCTION INC	129 S OLD CREEK RD	\$36,604.06	\$225.00
	Permit Type:	Roof (Shingle)	23-31-200-007-0000		
	Work Description:	roof			
12/06/2024	RS24-0306	ALL ROOFS INC.	26 COMMONS DR	\$15,551.13	\$225.00
	Permit Type:	Roof (Shingle)	23-26-201-074-0000		
	Work Description:	ROOF			
12/06/2024	RS24-0305	ALL ROOFS INC.	43 COMMONS DR	\$11,584.62	\$225.00
	Permit Type:	Roof (Shingle)	23-26-201-081-0000		
	Work Description:	roof			
12/05/2024	RS24-0304	HIGHLANDER IMPROVEMENT	9010 121ST ST	\$34,188.89	\$225.00
	Permit Type:	Roof (Shingle)	23-27-202-006-0000		
	Work Description:	ROOF			
12/06/2024	RS24-0302	A & D HOME IMPROVEMENT LLC	10005 125TH ST	\$16,900.00	\$225.00
	Permit Type:	Roof (Shingle)	23-28-302-009-0000		
	Work Description:	ROOF			
12/18/2024	RS24-0301	SAVAGE RESTORATION, INC	13000 94TH AVE	\$64,311.00	\$300.00
	Permit Type:	Roof (Shingle)	23-34-100-032-0000		
	Work Description:	ROOF			
12/06/2024	RP24-0001	JOHN'S BOYS PLUMBING	12407 91ST AVE	\$10,000.00	\$175.00
	Permit Type:	Res Plumbing	23-27-408-003-0000		
	Work Description:	plumbing			
12/16/2024	FNC24-0015	K BROTHERS FENCE, INC.	12022 S 93RD AVE	\$18,073.00	\$225.00
	Permit Type:	Fence	23-27-106-009-0000		
	Work Description:	FENCE			
12/18/2024	ELE24-0008	OHM ELECTRICAL CONTRACTOR	12705 S WOLF RD	\$3,000.00	\$375.00
	Permit Type:	Electrical	23-32-103-015-0000		

Work Description: ELECTRICAL

12/10/2024	ELE24-0007	KAPITAL ELECTRIC, INC.	11917 LAURIE AVE	\$2,735.00	\$651.00
	Permit Type:	Electrical	23-26-101-008-0000		
	Work Description:	Install EV Charger			
12/27/2024	DCK24-0010	ROGER WALL	107 COMMONS DR	\$16,000.00	\$225.00
	Permit Type:	Deck	23-26-201-127-0000		
	Work Description:	DECK			
12/17/2024	CON24-0016	RG3 CONCRETE CONSTRUCTION CORP	10005 125TH ST	\$6,250.00	\$225.00
	Permit Type:	Concrete	23-28-302-009-0000		
	Work Description:	concrete			
01/03/2025	CAL24-0004	ANDERSON PUMP SERVICE, INC.	13059 S LAGRANGE	\$75,000.00	\$3460.00
	Permit Type:	Com Alteration	CONV0000024		
	Work Description:	COMMECIAL REMODEL			

Total Permits For Type:	16
Total Fees For Type:	\$7,616.00
Total Const. Value For Type:	\$321,838.70

Grand Total Fees:	\$7,616.00
Grand Total Permits:	\$16.00
Grand Total Const. Value:	\$321,838.70

IT'S TAX SCAM SEASON. HERE ARE SOME QUICK FACTS:

- The IRS is too busy to call you and talk to you about your taxes.
- You can no longer trust caller ID. It is very easy to change what shows up on your phone.
- The IRS is not coming to arrest you because you didn't pay a fine you didn't know you had.
- The IRS does NOT accept payment via Prepaid Visa Cards, iTunes Cards or PayPal.

Scammers claiming to be from the IRS, may tell you that you are due a federal tax refund, and direct you to a website that appears to be a genuine IRS site. The bogus sites are designed to steal your information and contain forms or interactive web pages similar to IRS forms and web pages. Don't be fooled! These sites and forms have been modified to request detailed personal and financial information from the recipients. Email addresses involving users in professional and educational communities are also often targeted. Once this information is collected, it can be used to steal the person's identity and financial assets.

The IRS does not send out unsolicited emails or ask for detailed personal information. Additionally, the IRS does not ask people for their PIN numbers, passwords or similar secret access information for their credit card, bank, or other financial accounts. The IRS primarily uses the mail when they need to notify you regarding any tax-related matter. They do not phone you late at night, or text you.

Most victims of tax scams are elderly and are not the ones reading this post. Please have a conversation with your parents and grandparents.

Everyone thinks it couldn't happen to their parents until they find out their mom/dad sent \$5000 in iTunes gift cards to someone's email. Once that money is sent it cannot be retrieved. When in doubt hang up and call the IRS directly.

Tips to combat tax identity theft:

- 1) Protect your SSN throughout the year. Do NOT give it out unless there is a good reason and you know who you are giving it to.
- 2) File your tax return over a secure internet connection or with a trusted tax preparer.
- 3) Check your credit report at least once a year (you can get a free credit report once a year).

Taxpayer Guide to Identity Theft: <https://bit.ly/3QXsfi2>

Ten Ways to Prevent Identity Theft: <https://bit.ly/3iVjwjG>

Tax Scams - How To Report Them: <https://bit.ly/3D9Nt6x>

Annual Credit Report: <https://www.annualcreditreport.com/>
<https://www.irs.gov/newsroom/tax-scams-consumer-alerts>



Driving on Ice and Snow:

Ice and snow, combined with Palos Park's steep hills, can make for hazardous driving conditions. The Villages campaign, "Ice and Snow, Take it Slow," to raise awareness about winter driving. The campaign reminds drivers of safe driving tactics in winter conditions, including slower speeds, slower acceleration, slower steering and slower braking.

- **Check conditions:** When you see snow or ice forecast, plan ahead. Talk to your employer, local school or day-care center. How will they provide you information? The Illinois Department of Transportation (IDOT) offers reports on highway conditions with online Statewide Traveler Information. If conditions appear hazardous, don't leave home unless you have to.
- **Extra time:** Give yourself extra time. It's not worth putting yourself and others in a dangerous situation just to be on time.
- **Before leaving home:** Pack winter safety equipment and a breakdown kit in your vehicle. Prepare your vehicle by packing a shovel, flashlight, blankets and chains or cables for the tires along with a breakdown kit
- **Driving tips:** The faster you're going, the longer it will take to stop. When accelerating on snow or ice, take it slow to avoid slipping. When braking, do so slowly and never slam the brakes. If you have anti-lock brakes, press on the pedal down firmly and hold it. If you don't have anti-lock brakes, gently pump the pedal. Either way, give yourself plenty of room to stop.
- **Black ice:** Roads that seem dry or just wet may actually be slippery with black ice. Take it slow when approaching intersections, off-ramps, bridges or shady areas; all are hot spots for black ice.
- **Snowplows:** Give snowplows room to work. The plows are wide and can cross the centerline or shoulder. Do not tailgate and try not to pass. If you must pass, take extreme caution and beware of the snow cloud.





VILLAGE OF PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: January 13, 2025

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Intergovernmental Risk Management Agency (IRMA) 2025 Annual Insurance Contribution

BACKGROUND/HISTORY:

IRMA has calculated the Village's 2025 annual contribution at \$114,488. Last year the contribution was \$117,473; this is a decrease of \$2,985 or 2.5% from the 2024 contribution (the 2023 contribution was \$92,939). Part of the reason for the increase in 2024 is the Village's claim experience; over the past few years there have been a few larger claims with the 12/25/22 sprinkler pipe break, and the 2024 roof damage claims for Kaptur, Sluis, Recreation and PW.

Overall, the Village's annual payments for non-health related insurance coverage through IRMA have remained relatively consistent since January 2011. In 2011 the cost of insurance through IRMA was \$110,662, and in 2025 is \$114,488; please see attached spreadsheet past years IRMA insurance contributions.

Meanwhile, the Village's surplus credit reserve has increased from \$30,813 in 2011 to a high of \$412,639 in 2023 and is now \$283,081 for 2025. The Village's member reserves through IRMA were realized even though the Council has opted to use a portion of the surplus credit as an offset to the insurance payment each year since 2015; the annual member reserve and the portion used by the Village to offset the annual contributions is listed on the attached spreadsheet.

For the 2025 calendar year, staff recommends that the Council use \$82,488 of the IRMA surplus credit reserve amount. Following this payment, the Village would have \$200,593 left on reserve to cover any needed deductibles during the year and help offset future IRMA annual contributions. The Village will not need to budget for deductibles in the FY26 budget.

STAFF RECOMMENDATION:

It is recommended that the Council approve the IRMA 2025 annual contribution of \$114,488 and that IRMA surplus credit reserve of \$82,488 be used leaving the Village to pay the balance of \$32,000 for the 2025 annual insurance contribution. Please see attached IRMA Statement of 2025 Annual Contribution.

RECOMMENDED MOTION:

I move to approve the 2025 IRMA annual contribution of \$114,488 and that surplus credit reserve funds in IRMA of \$82,488, and \$32,000 of Village funds be used to pay the insurance premium.



December 19, 2024

Village of Palos Park

STATEMENT OF 2025 ANNUAL CONTRIBUTION

Initial Contribution computed at a rate of \$2.387 per \$100 of five-year average Revenue Base	\$167,978
Plus or Minus: Loss Fund Adjustments	
Plus or Minus: the Experience Modifier -15.86%	(\$26,635)
2025 Contribution Before Optional Deductible Credit	\$141,343
Credit for Deductible of \$25,000	(\$26,855)
2025 Annual Contribution Due	\$114,488
Plus: Members Reserve due	
Total Contribution Plus Reserve	\$114,488
Excess Surplus Credit Available (can be used to pay all or part of the contribution)	\$283,081

Please make checks payable to Intergovernmental Risk Management Agency and enclose the completed and signed Statement of Payment. If you prefer to pay by wire transfer or ACH, contact us and we'll send the instructions. As part of our internal controls, we need the signed Statement of Payment either returned with the check, faxed to 708-236-6371, or emailed to ashlib@irmarisk.org

Payment is due on or before January 31, 2025. According to Bylaw Article IV Section 4.01, any payments which are more than fifteen days late shall incur an interest penalty fee equal to 1% per month or portion thereof. **Please do not make your payment prior to January 1st.**

An option is available for members choosing a deductible higher than the \$2,500 minimum to pay the contribution amount before the optional deductible credit and place the optional deductible amount in a reserve fund with IRMA. See the Optional Deductible Credit Reserve Fund Policy for more information.

Members may enter into an Installment Payment Agreement, per Bylaws Section 3.02. Please contact Ashli for additional information.

Ashli Boss
Director, Financial Services & Administration
(708) 236-6371

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025*
Cost of Insurance Through IRMA	\$110,662	\$116,388	\$113,391	\$97,464	\$89,658	\$93,001	\$82,362	\$72,141	\$73,715	\$82,212	\$88,051	\$99,899	\$92,939	\$117,473	\$114,488
Villages Surplus Credit Reserve	\$30,813	\$63,105	\$81,961	\$112,178	\$155,649	\$153,012	\$155,508	\$155,206	\$193,336	\$204,046	\$316,388	\$373,462	\$412,639	\$294,911	\$283,081
Village Use of Surplus Credit	\$0	\$0	\$0	\$0	\$55,649	\$53,001	\$53,362	\$42,141	\$43,715	\$52,212	\$78,051	\$84,899	\$82,939	\$117,473	\$82,488
Remaining Reserve After Recommended Use	\$30,813	\$63,105	\$81,961	\$112,178	\$100,000	\$100,011	\$102,146	\$113,065	\$149,621	\$151,834	\$238,337	\$283,563	\$329,800	\$177,438	\$208,593
Out of Pocket Payment	\$110,662	\$116,388	\$113,391	\$97,464	\$34,009	\$40,000	\$30,000	\$30,000	\$30,000	\$30,000	\$10,000	\$10,000	\$10,000	\$0	\$32,000

* Pending Village Council Action



VILLAGE OF PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: January 13, 2025

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Autumn In The Park Festival 2025 Tent/Equipment Rental Company vendor.

BACKGROUND/HISTORY:

In 2017, 2019 and in 2024 the Village received quotes from tent rental companies to service the Autumn In The Park Festival (AIP). The specifications for the quotes are based on the event needs which include:

60' x 120' Main Tent
120' x 10' Food Vendor tents with counters
120' x 10' Food Vendor tent flooring
10' x 10' Talent tent
24' x 20' x 32" stage with skirting and steps

Banquet Tables

Pub tables

Chairs

Lighting in the main tent, food vendor area, spider boxes, electric cords, cable ramps and side walls.

The Village secures power generators through other vendors.

In 2024 the Village Council approved awarding the rental contract to Big Tent Events of St. Charles, IL to service the tent and equipment needs of its Autumn In The Park Festival with the final contract being \$20,180.50. The pricing for the 2025 rental contract is \$22,013.00 and includes the 10'x120' vendor tent (we have used a 10'x110' vendor area in the past several years) and sidewalls for the main tent; we will very likely cancel this line item valued at \$1,080.

The staff's experience with Big Tent Events has been very positive, and they have serviced our event well in the past.

RECOMMENDATION:

Staff recommend awarding the 2025 Autumn In The Park Festival tent and equipment rental contract to Big Tent Events of Carol Stream, IL in the amount of \$22,013.00.

RECOMMENDED MOTION:

I move to approve the contract with Big Tent Events of Carol Stream, IL in the amount of \$22,013.00 to provide tents, flooring, lights and staging at the Village's 2025 Autumn In The Park Festival.



Big Tent Events

3755 Swenson Ave, St. Charles, IL 60174
 Phone: (630) 690-8500 Fax: (630) 544-2833 Emergency: (630)708-8593
 Website: www.bigtentevents.com Email: info@bigtentevents.com

ORDER #: 87493	Village of Palos Park Boehm, Rick	work (708)671-3700	Direct (708)671-3702
BILL TO: Village of Palos Park-Recreation Center 8901 W 123rd St, Palos Park, IL 60464		DATE ORDERED: Wed, Oct, 23, 2024	CONTACT EMAIL ADDRESS: rboehm@palospark.org
DELIVER TO: Village Green of Palos Park 8901 W 123 St., Palos Park, IL 60464		SALES PERSON: Trinity	FINAL PAYMENT METHOD: Check
			INITIAL DATES: OCCASION: Festival/Carnival - Autumn
Delivery	DELIVERY ARRIVAL WINDOW: Date: Wed, Sep, 17, 2025 Time: 7am-5pm *DONE BY EOD*	EVENT START: Date: Fri, Sep, 19, 2025 Time: 6:00 pm	EVENT END: Date: Sat, Sep, 20, 2025 Time: 11:00 pm
			PICKUP ARRIVAL WINDOW: Date: Mon, Sep, 22, 2025 Time: 7am-5pm

Installation Notes:

Setup: Grass // Location: Field - SEE SITEMAP // Obstacles: Distance; Can drive on grass // Sprinklers: TBD

- >> 10x120 - LED lights down middle; Dura trac underneath (3 pcs x 30 pcs)
- >> 60x120 - Perimeter lighting; Start at center poles by stage & go away from stage
- >> 60x120 - Do NOT install ring lights on center poles by stage; Only 4 poles away from stage
- >> Do NOT hang Edison lights on side or back of stage
- >> Light poles - 4 runs of 75 feet of cafe lights between large tent & food tents
- >> Each row starts at 60 wide tent legs, then goes to a light pole 20' away & tie off to food vendor tent legs
- >> Install 3 pieces sidewall behind stage, 1 piece on each side of stage, & 2 pieces around 10x10 tent

CALL *ON ARRIVAL* FIDEL 708-935-2296 OR RICK 708-671-6762 -- COLLECT CHECK ON ARRIVAL

Qty	Description	Unit Price	Bill. Days	Total
*NOTES				
1	*NOTE - Customer Notes <i>Client must provide electricity for equipment - Please check each line item for specific needs/size requirements. Client to also provide full supervision for all equipment.</i>	\$0.00	1	\$0.00
1	*NOTE - Deposit and/or Valid Credit Card Required <i>Deposit or valid credit card required to accept cash or check payments.</i>	\$0.00	1	\$0.00
1	*NOTE - Tent Policy <i>No grilling within 30' of tent. Evacuate tent if winds are over 25MPH.</i>	\$0.00	1	\$0.00
1	*NOTE - Fuel Surcharge	\$63.00	1	\$63.00
1	*NOTE - PUBLIC TENT <i>Client is responsible for obtaining any necessary permits.</i>	\$0.00	1	\$0.00
*TENT SURFACE - GRASS				
1	*NOTE - JULIE - COOK COUNTY <i>BTE/TFO will call JULIE to mark utilities. Do NOT remove flags or markings. Non-public lines (sprinkler heads/lines, gas grill, septic, lighting, etc) are NOT marked by JULIE & must be indicated by client. BTE/TFO is not responsible for any damage.</i>	\$0.00	1	\$0.00
1	TENT SURFACE - Grass Surface <i>Tent to be installed on grass, dirt, etc. Requires the use of stakes. Please make sure that if you own a dog, the yard is clear of any pet waste.</i>	\$0.00	1	\$0.00
1	*NOTE - WAREHOUSE - SEND TENT OX	\$0.00	1	\$0.00
1	*NOTE - Driving on Grass (TFO/BTE not liable for damage) <i>TFO/BTE is not be responsible for any damage if client requests we drive onto grass for load in/out. Client accepts that if there is inclement weather & ground is wet or too soggy</i>	\$0.00	1	\$0.00

***TENT SURFACE - GRASS**

TFO/BTE cannot & will not pull into grass & client may be charged distance.

1	*NOTE - TOW - Towing Vehicle Required	\$0.00	1	\$0.00
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10x10x10'H FRAME TENT 40'SW

1	TENT - Frame 10' x 10' White	\$160.00	1	\$160.00
2	TENT - LABOR - Sidewall 20 FT Section	\$20.00	1	\$40.00
2	TENT - Sidewall Solid 20'L x 10'H Velcro *A*	\$60.00	1	\$120.00

10x120x8'H FRAME TENT 12CNTRS 12L & FLOORING

12	TA - 10' Counters B w/ Skirts	\$40.00	1	\$480.00
90	TA - Sub-Flooring Dura-Trac 4' x 4' <i>Sub flooring & labor.</i>	\$36.00	1	\$3,240.00
12	LIGHT - LED 5000 Lumens 4' Light <i>Client must provide (1) separate 20 amp circuit of electricity within 3ft.</i>	\$22.00	1	\$264.00
12	LIGHT - LABOR - Lighting	\$25.00	1	\$300.00
1	TENT - Frame 10' x120' White Expandable	\$1,920.00	1	\$1,920.00

10x20x10'H FRAME TENT NO SW

1	TENT - Marquee 10 x 20	\$320.00	1	\$320.00
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60x120x10'H MAIN TENT 360'SW

9	LIGHT - LABOR - Lighting	\$25.00	1	\$225.00
18	TENT - LABOR - Sidewall 20 FT Section	\$20.00	1	\$360.00
18	TENT - Sidewall Solid 20'L x 10'H Velcro *A*	\$60.00	1	\$1,080.00
1	TENT - Pole 60' x120'	\$7,560.00	1	\$7,560.00
36	TP POLE - POLES - 10' Side Pole Aluminum Fluted	\$15.00	1	\$540.00
5	LIGHT - Edison Lights 24 Bulb - White <i>48 Feet - 24 Bulbs. Bulbs spaced approximately 2 feet.</i>	\$85.00	1	\$425.00
4	LIGHT - White Center Pole Ring LED Lights (4)	\$85.00	1	\$340.00

CHAIRS - NO SETUP/TAKEDOWN

65	CT - Folding Chairs Brown	\$1.50	1	\$97.50
1	CT - NO SETUP/TAKEDOWN CHAIRS <i>Client will be responsible for setting up & breaking down chairs. Chairs must be stacked in the same way and in the same location they were dropped off in, by the start of pick up window. If not, client will be charged \$0.90 per chair.</i>	\$0.00	1	\$0.00

DISCOUNTS

1	DISCOUNT - Customer Loyalty <i>See billing details for amount.</i>	\$0.00	1	\$0.00
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LIGHTING

8	LIGHT - ACCESSORIES - Light Poles 10'6" Height	\$95.00	1	\$760.00
12	LIGHT - Mini Clear Cafe Lights 25FT	\$40.00	1	\$480.00
12	LIGHT - LABOR - Lighting	\$18.00	1	\$216.00

POWER

5	POWER - CORD - 50' Multi Outlet Extension Cord	\$50.00	1	\$250.00
4	POWER - CORD - 50' Single Outlet Extension Cord	\$30.00	1	\$120.00
4	POWER - CORD - 25' Triple Outlet Extension Cord	\$35.00	1	\$140.00

STAGE 24Wx20Dx32H

31	STAGE - Biljax Leg Assembly Rubber Foot	\$0.00	1	\$0.00
40	STAGE - Biljax Leg Assembly 30"- 36" -ADD FEET-	\$0.00	1	\$0.00
6	STAGE - Accessories - Black Skirt 30" Tall x 12' Long	\$48.00	1	\$288.00
8	STAGE - Biljax Multi Stage 4' x 8' Section <i>STAGE 24'W x 20'D x 32'H</i>	\$85.00	1	\$680.00
2	SL - STAGING - Stage Steps	\$55.00	1	\$110.00

STAGE DRUM RISER 8Wx8Dx8"H

2	STAGE - Versa Stage 4' x 8' Section <i>STAGE DRUM RISER 8'W x 8'D x 8"H</i>	\$65.00	1	\$130.00
2	STAGE - Versa Stage Connectors	\$0.00	1	\$0.00
12	STAGE - Versa 8" Square Stage Leg Assembly	\$0.00	1	\$0.00

TABLES - NO SETUP/TAKEDOWN

1	CT - NO SETUP/TAKEDOWN TABLES <i>Client will be responsible for setting up & breaking down tables. Tables must be stacked in the same way and in the same location they were dropped off in, by the start of pick up</i>	\$0.00	1	\$0.00
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TABLES - NO SETUP/TAKEDOWN

<i>window. If not, client will be charged \$2.50 per table.</i>				
8	CT - 30" Round Wood Top High Boy/Cocktail <i>30" Round Table Top</i>	\$13.00	1	\$104.00
8	CT - 42" Post HIGH BOY Height (Used w/ 30" Round Table Top)	\$0.00	1	\$0.00
52	CT - 8 FT Banquet Table Wood <i>30" Wide Wood Top -- 30" Tall -- Seats 8-10* Adults. *Some table legs make for tighter seating at heads of table. Client to provide or order table covers/linens.</i>	\$10.00	1	\$520.00

TENT ACCESSORIES

1	TA - TENT - Gutter 10'	\$15.00	1	\$15.00
1	TA - TENT - Gutter 20'	\$30.00	1	\$30.00

Item Subtotal: \$21,377.50
Discount (5.00%): \$1,003.18
Labor: \$1,008.68
Order Subtotal: \$21,908.00
Delivery Fee: \$630.00
TOTAL: \$22,013.00

Amount Paid: \$0.00
Balance Due: \$22,013.00

Customer Notes:

ADJUSTMENTS TO TENT SIZE & SIDEWALLS JUST NEED TO BE MADE PRIOR TO WED 9/10/25

- Client will be on site for delivery.
- Client to advise BTE of the installation location on property.
- Client is responsible for obtaining any permits necessary.
- BTE will contact J.U.L.I.E.
- Please do not remove flags placed by the J.U.L.I.E. locators.
- We recommend any landscaping be done 2-3 days prior to installation day.
- Any non-public lines such as sprinkler system, gas grill, septic, lighting, etc. are to be clearly marked by the property owner as J.U.L.I.E. does not mark these lines.
- No grilling within 30' of tent. Evacuate tent if winds are over 25mph.
- All tables and chairs must be placed under tent or indoors if raining and over night
- Tables and chairs will be stacked in one location for client to distribute.
- All tables and chairs are to be re-stacked in one location for our pick-up.
- Client must use table covers.

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT, INCLUDING THE ADDITIONAL TERMS AND CONDITIONS ON ALL PAGES, AND AGREE TO BE BOUND BY THEM. I FURTHER WARRANT AND REPRESENT THAT I AM EITHER THE LESSEE NAMED ABOVE, OR AM AUTHORIZED AND EMPOWERED TO ACCEPT DELIVERY OF THE EQUIPMENT AND TO SIGN THIS AGREEMENT ON THEIR BEHALF AND AS THEIR AGENT. FURTHERMORE, I AGREE THAT I AM ALSO BINDING MYSELF PERSONALLY AS AN ADDITIONAL PARTY TO ALL OF THE TERMS AND CONDITIONS OF THIS AGREEMENT.

TIPS APPRECIATED

Customer Signature _____ Date _____

Lessee agrees to be bound by the terms and conditions of this agreement.

TERMS AND CONDITIONS

Big Tent Events, Inc. ("Lessor") hereby leases to the lessee (Lessee), and the lessee hereby leases from the Lessor the materials and equipment discussed on the previous page(s) of this agreement (hereinafter called "equipment") and agrees to provide the services incident thereto at the price set forth herein and subject to the following terms and conditions.

- 1. General Release/Indemnity/Hold Harmless:** Lessee assumes all risks and liability for the use and operation of the equipment and for personal injuries and property damage arising from or incidental thereto; and lessee shall protect, defend, indemnify, and save harmless Lessor against any and all claims, demands or causes of action of every kind arising in favor of any person, including but not limited to the lessee and his/her guests on account of personal injury or death, or damage to property, growing out of incident to or resulting directly or indirectly from the performance of this rental agreement, from any cause whatsoever, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc.
- 2. Safety:** Customer will take all necessary precautions regarding the items rented, and protect all persons and property from injury or damage. Customer acknowledges that they are in charge of checking weather conditions and admittance of people in the tent and will evacuate all people from the tent if wind gusts exceed 35 mph or constant wind speeds in excess of 20mph. Customer acknowledges and agrees that Lessor is not responsible for any injury occurring to Customer, or any guests of Customer or to any other persons using the Rental Equipment, or to any claims by any other person(s) injured by or on account

of the Rental Equipment, while the equipment is in the possession of the Customer. Customer agrees to defend, indemnify and hold harmless Big Tent Events, Inc. from and against any and all liability, claims, judgments, attorneys fees, and costs, of every kind and nature, including, but not limited to, any injury, death, damage, claim, or liability however caused, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc. Customer further acknowledges that Lessor is not a food supplier or handler, and that any food related items, such as popcorn, which may be supplied with the Rental Equipment, is a straight pass through by Lessor to Customer. Since this additional service is provided to Customer as a courtesy by Lessor, and so long as Lessor advises Customer, in writing, after Customer requests, with the name and address of the supplier or any specific item, Customer specifically agrees to waive and release, Indemnify and hold Lessor harmless from and against any and all claims of whatever kind or nature arising out of or involved with the food items supplied.

3. Cancellation Policy: All reservations with BIG TENT EVENTS require a 50% deposit in advance of the event. The deposit amount will be applied to the total charges due. We do allow cancellations with written notice prior to 30 days of your event, and then Lessee's deposit will be refunded except for such portion of the deposit as represents out-of-pocket expenditures incurred by Lessor in anticipation of the engagement. Cancellations within 30 days of the event will be put on your account as a credit for the deposit amount and can be used for rescheduling within 12 months of the original event date. Cancellations can not be made via email, voicemail or fax. Should you cancel within 24 hours of your delivery day, you will be charged the full fee for the event.

4. Equipment, Rent, Payment, and Term of Rental Agreement: Customer rents from BIG TENT EVENTS, as Lessor, that certain equipment described on the front side of this Agreement. Lessee understands all pricing is cash pricing which includes payments of cash, check, ACH, and cashiers checks. A 3% convenience charge will be accessed to all credit card payments. The rental fee set forth is payable, in full, in advance, and the rental term shall be that listed as "**Event Start Date - Event End Date**" on the front side of this Agreement, but all of Customer's obligations arising under the terms and conditions of this Rental Agreement shall run from actual delivery of the Rental Equipment to the actual pick up of the Rental Equipment by Lessor. Lessor cannot guarantee weather conditions, and if the Equipment is delivered by Lessor and accepted by Customer, then Customer shall not be entitled to any refund whatsoever if weather conditions prohibit safe use of the Equipment, or if Customer otherwise elects not to use the Equipment due to weather or any other causes.

5. Delivery: Lessor shall deliver the Rental Equipment to the street address specified by Customer as listed on the front side of this Agreement. Customer grants to Lessor the right to enter the property at the said street address ("Delivery Address") for delivery, and required set up, if any, and for subsequent pick up of the Rental Equipment and any associated equipment or packing materials at the approximately specified times. Lessee agrees to provide at his expense, sufficient unobstructed space for delivery, installation, dismantlement and removal of all equipment, and access to such space. Normal delivery would include ground level areas, accessible to our trucks, unless otherwise stated on face of contract. Prior to the removal of equipment, lessee shall remove all personal property of lessee or third party which therefore has been protected by Lessors equipment. If any such personal property is not removed as required, prior to removal of equipment, Lessor may enter the premises, move or remove any such personal property at lessee's risk and cost, and remove equipment without further notice, and lessee hereby indemnifies Lessor from any cost, expense, or liability arising there from. Delivery is to ground floor only. Customer is responsible for moving equipment up and down any stairs. Business Check, Cashiers Check, Money Order or Cash for the balance is due when the driver arrives to set-up the equipment. If the cashiers check/money order/cash is not ready when the driver arrives, the driver reserves the right to go to their next event and set up your event after they are done with all of their other deliveries, and no guarantees will be made that your equipment will be set up at the start of your event.

6. Permits/Fees: Lessee covenants that he shall secure all permits, licenses, consents, etc., required for the installation, maintenance, and use of equipment, and incur the cost thereof. The Lessee acknowledges they are responsible for requesting and attaining all permits required. In the event that the order is cancelled or the Lessee does not accept delivery due to lack of permits, the Lessee is responsible for the full amount of the agreement.

7. Receipt/Inspection of Rental Equipment: Customer hires the Rental Equipment on an "as is" basis. Customer acknowledges that Customer will inspect the installation of the rental equipment and will personally inspect the rental items prior to its use. Should the customer determine that rental items are not suitable or damaged upon delivery, Lessor agrees to provide suitable items as agreed upon by lessor and customer. Customer specifically agrees that such rental items will not be used if Customer finds that it is not suitable for Customer's needs or any damage is found. Furthermore, the Customer agrees to contact the Lessor to report any damages prior to the end of their rental period.

8. Possession/Title: Customer's right to possession of the Rental Equipment begins upon the items being delivered to Customer's premises and terminates on the actual pick up by Lessor. Retention of possession or any failure to permit the pickup of the item at or after the end of the "**Rental Period**" specified constitutes a material breach of this Agreement. In the event that the Equipment is not returned for any reason, including theft, the Customer is obligated to pay to Lessor the full equipment value for such Equipment as listed on the front side of this Agreement, plus any and all incidental costs associated with the attempted pick up or recovery of the Equipment by Lessor. Title to the rental items is and shall remain in Lessor. Customer agrees to keep the Rental Equipment in his/her/their custody and control from the time of the Lessor's delivery of the items, until Lessor picks up such items. Customer shall not cause nor permit these items, or any of them, to be sublet, rented, sold, or removed from the Delivery Address, or otherwise transfer such items. If rental items are not returned and/or levied upon for any reason whatsoever, Lessor may retake possession of said items without further notice or legal process and use whatever force is reasonably necessary to do so. Customer hereby agrees to indemnify, defend, and hold Lessor harmless from any and all claims and costs arising from such retaking and/or levy. If rental items are levied upon, or otherwise moved from Delivery Address, Customer shall notify Lessor immediately. For each day after the "**Rental Period**" the equipment is not returned, customer agrees to pay an additional days rental for each piece of equipment. Client authorizes Big Tent Events to charge their credit card for any missing equipment that is not returned at the time the driver picks up their equipment after their event. If a credit card is not on file. Client agrees to send a check within 3 business days.

9. Care of the Rental Equipment: Customer shall be responsible for any and all damage to any of the Rental Equipment not caused by ordinary wear and tear. "Ordinary wear and tear" shall mean only the normal deterioration of the rental equipment caused by ordinary, reasonable and proper use of the rental equipment. Customer shall be liable to Lessor for any and all damage, which is not "ordinary wear and tear" in an amount equal to the equipment value. Damage which is not "ordinary wear and tear" includes, but is not limited to, cutting or tearing of vinyl or netting, damage due to overturning, overloading, exceeding rated capacities, breakage, improper use, abuse, lack of cleaning, contamination of or dirtying of rental equipment with non-approved items such as sand, candy, duck tape, chemicals, food, paint, silly string (see Paragraph 10), mud, clay, or other materials. A minimum fee of seventy-five dollars will be applied to the charge card on the agreement if cleaning is required. Cleaning fees will be determined by actual time spent cleaning the equipment. Lessee assumes all responsibility for loss or damage to equipment during the period from delivery of the equipment to removal thereof (the "rental period"). Lessee will pay for all equipment lost or damaged in an amount equal to replacement or repair cost of the equipment. There is no grilling allowed under or within 30 feet of any tent, except grilling canopies. Linens: Rental linens have a replacement value that will be charged in addition to the rental charge if any item is not returned or returned in a condition that permanently alters its appearance. Be careful with candle wax, it permanently damages linens.

10. Equipment Protection Plan: Big Tent Events applies an optional 9.75% non-refundable Damage Waiver to the cost of some rental equipment. This cost covers reasonable physical damage above and beyond "Ordinary wear and tear" to the equipment and is NOT liability insurance. Damage waiver DOES cover wind/storm damage to equipment, electrical, and all accidental damage. Damage waiver does NOT cover theft, vandalism, smoke damage, misuse and/or abuse including grilling to close to tents or equipment made of wood left in the rain. Big Tent Events charges for missing equipment at replacement cost. Accidental broken equipment is covered if broken pieces are returned to Big Tent Events, Inc.

11. Installation: Although Lessor will endeavor to minimize damage to lessee's lawn, plantings, underground utilities and premises generally (including power failures and other hazards), lessee assumes the risk and releases Lessor from liability for any such damages that may occur. Lessee shall advise Lessor as to the existence and location of any underground cables, sprinklers, pipes conduits, etc.. In the absence of such advice, Lessor can assume that no such underground obstructions exist and releases Lessor from any liability for such damage. **Electricity:** Lessee will provide readily accessible power outlets of sufficient capacity within 50 feet of installation to safely operate all electrical facilities proposed herein.

12. Payment: Lessee shall pay contract price, plus such additions there to as may be agreed upon or chargeable pursuant to the terms hereof within the period specified herein. If the balance due is not paid as provided herein, the lessee shall be charged a late payment fee of 2% per month (24% annual percentage rate). This fee will be added to outstanding balance every thirty (30) days thereafter until final payment is made. In the event that lessee has directed that the rental charges hereunder be billed to another person or organization, and payment is not made by such person or organization within the terms specified, lessee shall, upon receiving notice of nonpayment, pay said rental charges and such additional charges as may be added to the outstanding balance pursuant to the terms hereof. If lessee shall default in the payment of any fees hereunder, or otherwise breach any of the terms or conditions hereof, Lessor may immediately take repossession of its equipment without any process of law and may enter upon any premises where said equipment may be and removed the same with or without notice of its intention to do so, without liability therefore.

13. Ownership: This is a rental agreement only and the equipment shall remain the personal property of Lessor. Lessee shall not sublet or dispose of said equipment or do anything which might suggest to third parties that the lessee has any power to do so. The equipment shall not be removed from place of installation. Lessee shall not remove, cover, or interfere with Lessor's identification or advertising labels attached to equipment.

14. Compliance with Laws: Customer agrees not to use or allow anyone to use the rental equipment for any illegal purpose or in any illegal manner or in an unsafe manner. Customer agrees at his/her/their sole cost and expense to comply with all municipal, county, state, federal, or other governmental or quasi-governmental laws, ordinances and/or regulations which may apply to the use of the rental equipment during the rental period. Customer further agrees to pay all licenses, fines, fees, permits, or taxes arising from Customer's use of the rental equipment, including any subsequently determined to be due. Customer is solely responsible for obtaining any and all permits and/or licenses from the appropriate government agencies prior to use.

15. Permits: The Customer acknowledges they are responsible for requesting and attaining all permits and insurance documents required. In the event that the order is cancelled or the customer does not accept delivery due to lack of permits or insurance, the customer is responsible for the full amount of the agreement. Lessee shall incur any state or city taxes applicable.

16a. Legal Fees: In the event that this contract is not paid or any portion thereof is turned over to an outside collection agency or law firm, the above named customer will be liable for up to thirty percent (30%) of the principal amount of the claim as collection fees. In the event that an attorney is retained to enforce any provision of the Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs in such action or proceeding, in an amount to be determined by the court or arbitrator.

16b. In the event that this contract is not paid or any portion thereof is turned over to an outside law firm for litigation. The above named customer will be liable for thirty percent (30%) of the principal amount of the claim as litigation fees, plus attorney fees, plus all court costs allowed by law.

17. Customer Acknowledgement: Customer acknowledges and certifies that they have had a sufficient opportunity to read this entire Agreement, and agree to be bound by all the terms and conditions on **both sides** and that they understand its content and that they execute it freely, intelligently and without duress of any kind.

18. Severability: If any of the terms or conditions of this Agreement are found to be unenforceable, illegal or unconscionable by a court of competent jurisdiction, such item shall be stricken from the Agreement, and the remaining terms and conditions of this Agreement shall stay in full force and effect.

19. Entire Agreement: This Agreement constitutes the full agreement between Lessor and Customer. Any prior agreements, whether written or oral, promises, negotiations, or representations not expressly set forth herein shall be of no force or effect. Customer acknowledges the receipt of the Rental Equipment that is the subject of this Rental Agreement and General Release and the fact that it is in good working order. Any person executing this agreement on behalf of a corporation or organization warrants in his/her individual capacity that he/she is acting within the scope of his authority and that said corporation or organization shall be bound thereby. Lessor may rely on and follow any directions whether oral or written of any member of the lessee's family, employee, or agent with respect to any act or acts performed by Lessor in the delivery, installation or removal of equipment or of the performance of any services caused by this agreement.