



FLOSSMOOR

Welcoming. Beautiful. Connected.

Village of Flossmoor
2800 Flossmoor Road
Flossmoor, Illinois 60422
Phone: 708.798.2300
TDD: 708.647.0179
Fax: 708.798.4016
www.flossmoor.org

Mayor
Michelle I. Nelson

Trustees
Joni Bradley-Scott
Gary Daggett
Brian Driscoll
Rosalind Henderson Mustafa
George Lofton
James Mitros

Village Clerk
Gina A. LoGalbo

Village Manager
Bridget A. Wachtel

AGENDA
FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF FLOSSMOOR, ILLINOIS
MONDAY, SEPTEMBER 18, 2023 – 7:30 PM
VILLAGE HALL

Join Zoom Meeting

<https://us02web.zoom.us/j/87616744797?pwd=QXZRdHYxNjlxdmQ5WUUrQmZCdkw0QT09>

ID: 876 1674 4797 Passcode: 60422 Or join by phone (312) 626-6799

CALL TO ORDER

ROLL CALL

RECOGNITIONS AND APPOINTMENTS

1. **Consideration of a Reappointment to the Community Relations Commission**

CONSENT AGENDA

2. **Approval of the Minutes of the Regular Meeting Held on September 5, 2023**
3. **Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023)**
4. **Consideration of the Replacement of Two Patrol Vehicles**
5. **Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois, Approving a Service Agreement with DACRA Adjudication Systems, LLC**
6. **Consideration of a Resolution of the Village of Flossmoor, Cook County, Illinois, Approving an Agreement by and between the Village of Flossmoor and Flossmoor Fraternal Order of Police Officers Labor Council (May 1, 2023 to April 30, 2026)**
7. **Consideration of a Resolution of the Village of Flossmoor Approving a Part-Time Salary Schedule for Fiscal Year 2023-2024**

REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

ACTION ITEMS

8. **Consideration of an Installation Contract for the Water Meter Replacement Project**

DISCUSSION ITEMS

9. Discussion of a Residential Drainage Improvement Program

CITIZENS PRESENT WISHING TO ADDRESS THE BOARD

OTHER BUSINESS

10. A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition, and Litigation

ADJOURNMENT OF MEETING

FOR PERSONS WITH DISABILITIES: If you plan on attending a Village Board meeting and need an accommodation, please call the Village Hall at 708-798-2300 or TDD 708-647-0179 at least one full business day prior to the meeting.

TO: Mayor Nelson and Board of Trustees
FROM: Bridget Wachtel, Village Manager
DATE: September 18, 2023
SUBJECT: Consideration of a Reappointment to the Community Relations Commission



With the Board's consent, at the Village Board meeting on Monday, September 18, 2023, Mayor Nelson will be re-appointing Jackie Riffice to the Community Relations Commission for a three year term.

If you have any questions or concerns regarding this appointment, please contact Mayor Nelson before Monday evening.



Approval of the Minutes of the Regular Meeting Held on September 5, 2023

The Minutes will be made available to the Public on the Village website, www.flossmoor.org following their adoption at a scheduled meeting.

VILLAGE OF FLOSSMOOR
9/18/2023
CLAIMS LIST SUMMARY

HAND CHECKS
INVOICES

\$1,450.00
\$893,043.68

TOTAL

\$894,493.68

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
A BETTER DOOR & DOCK SERVICES	WO0866	08/14/23	\$622.60		FIRE BAY DOOR REPAIR	01-67-4-634	MISCELLANEOUS SERVICES	\$622.60
							VENDOR TOTAL:	\$622.60
ACCURATE BIOMETRICS INC.	212472308	08/31/23	\$189.75		FINGERPRINTING SVCS. WOODWORTH, KEENE, ROBLES	01-49-4-636	PRE-EMPLOYMENT PHYSICALS	\$189.75
							VENDOR TOTAL:	\$189.75
AIR ONE EQUIPMENT INC	197018	08/21/23	\$556.45		COMPRESSOR REPAIRS	01-49-6-674	EQUIP MAINTENANCE & SUPPLIES	\$556.45
							VENDOR TOTAL:	\$556.45
AIRY'S INC.	27934	08/31/23	\$11,140.25		FIRE HYDRANT REPAIR-IRMA CLAIM	01-00-0-153	IRMA RECEIVABLE	\$11,140.25
							VENDOR TOTAL:	\$11,140.25
ALLSCAPE INCORPORATED	230992	08/31/23	\$4,800.00		CONTRACT LANDSCAPE MAINTENANCE	01-60-6-678	LANDSCAPE MAINTENANCE	\$4,800.00
							VENDOR TOTAL:	\$4,800.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
AMAZON CAPITAL SERVICES	139HGYG33RT7	09/05/23	\$43.20		FEST CANDY	01-41-4-651	COMMUNITY RELATIONS COMMISSIO	\$43.20
	1WTPVNF69JL	09/06/23	\$34.98		FEST LIQUID MARKERS W/CASE	01-42-3-601	OFFICE SUPPLIES	\$34.98
	1HDVGRG761FV 1	08/27/23	\$(43.52)		CREDIT: SANITIZER / TIDE	01-67-3-616	CLEANING SUPPLIES	\$(43.52)
	1QW94X7MPLQX	08/30/23	\$18.98		PAPER WRISTBANDS	01-41-4-650	FLOSSMOOR FEST	\$18.98
	1RPTY4CCMRKJ	08/25/23	\$149.99		ICE CHEST	01-49-3-615	SMALL TOOLS & EQUIPMENT	\$149.99
	1TMFM6RRMMJF	08/25/23	\$149.99		ICE CHEST	01-49-3-615	SMALL TOOLS & EQUIPMENT	\$149.99
	16LNVYHJMLFR	08/25/23	\$149.99		ICE CHEST	01-49-3-615	SMALL TOOLS & EQUIPMENT	\$149.99
	1HDVGRG761FV	08/27/23	\$43.52		TIDE AND SANITIZER	01-67-3-616	CLEANING SUPPLIES	\$43.52
	1DL7JY396W9Q	08/28/23	\$81.57		YOGA BLOCKS	01-49-5-664	TRAINING MATERIALS	\$81.57
	16DN773YDMX4	08/28/23	\$571.45		KEYBOARD/MATTRESS COVER/ETHERNET EXTENDER	01-49-3-611	DORMITORY SUPPLIES	\$235.68
						01-49-3-607	COMPUTER EQUIPMENT & SUPPLIES	\$109.99
						01-49-3-607	COMPUTER EQUIPMENT & SUPPLIES	\$18.04
						01-49-3-611	DORMITORY SUPPLIES	\$117.84
						01-49-3-607	COMPUTER EQUIPMENT & SUPPLIES	\$89.90
	1TXPD477FXDF	08/28/23	\$25.96		WOOD CAKE POP STAND	01-41-4-651	COMMUNITY RELATIONS COMMISSIO	\$25.96
	17Q76663KNX1	08/29/23	\$113.92		TOILET BRUCH/HANGING FILES & ORGANIZER/	01-55-3-601	OFFICE SUPPLIES	\$113.92
VENDOR TOTAL:								\$1,340.03
ANDRES MEDICAL BILLING, LTD								
092023FMIL		08/31/23	\$2,291.25		AMBULANCE COLLECTIONS AUGUST 2023	01-49-4-656	AMBULANCE COLLECTION SERVICES	\$2,291.25
VENDOR TOTAL:								\$2,291.25

Village of Flossmoor
Detail Board Report
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B ALLAN GRAPHICS	101049	08/17/23	\$145.00		RESTOCK BLUE TAGS	01-55-4-635	PRINTING	\$145.00
							VENDOR TOTAL:	\$145.00
BAXTER & WOODMAN, INC.	0249485	08/22/23	\$36.25		ACOE STORMWATER FIELD OBS	17-01-4-734	BERRY LANE DRAINAGE CONS OBSER	\$36.25
							TRAINING	\$100.00
	0249484	08/22/23	\$3,942.50		PH IV SANITARY SEWER REHAB-CONSTRUCTION SERVICES	01-55-5-661	CONSTRUCTION ENGINEERING	\$3,942.50
							WATER METER REPLACEMENT RFP	\$3,360.00
	0249486	08/22/23	\$3,360.00		CBD RD & PED PH 1	08-11-7-749	WATER METER REPLACEMENT PROG	\$3,360.00
							CBD STREETScape IMPROVEMENTS	\$578.91
							VENDOR TOTAL:	\$8,017.66
BENCHMARK CONSTRUCTION CO	4	07/12/23	\$453,318.70		PH4 SANITARY PAYOUT #4 & PARTIAL	09-53-7-704	CONSTRUCTION	\$453,318.70
							VENDOR TOTAL:	\$453,318.70
JONATHAN BOGUE	56618421	08/14/23	\$15.99		REIMBURSE DOMAIN NAME DISCOVERFLOSSMOOR.COM	01-42-4-645	WEBSITE APPLICATIONS	\$15.99
							VENDOR TOTAL:	\$15.99
BUILDING AUTOMATION SOLUTIONS	SI2083552	08/29/23	\$1,040.00		HVAC SOFTWARE MAINTENANCE CONTRACT	01-67-6-680	MAINTENANCE CONTRACTS	\$1,040.00
							VENDOR TOTAL:	\$1,040.00
C.O.P.S. TESTING SERVICE INC.	108401	08/30/23	\$450.00		PRE-EMPLOYMENT PSYCHOLOGICAL-WASHINGTON	01-48-4-636	PRE-EMPLOYMENT PHYSICALS	\$450.00
							VENDOR TOTAL:	\$450

Village of Flossmoor
Detail Board Report
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Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
CANON SOLUTIONS AMERICA , INC.								
	6005330998	08/27/23	\$11.60		BUILDING COPIER MAINT BASE 8/27/23-9/26/23	01-53-6-670	OFFICE EQUIPMENT MAINTENANCE	\$11.60
	6005331003	08/27/23	\$11.60		FD COPIER MAINT BASE 8/27/23-9/26/23	01-49-6-670	OFFICE EQUIPMENT MAINTENANCE	\$11.60
	6005317435	08/26/23	\$267.38		PD COPIER MAINT USAGE 5/26/23-8/25/23	01-48-6-674	COPIER MAINTENANCE	\$267.38
	6005319814	08/26/23	\$476.09		PD COPIER MAINT BASE 8/26/23-11/25/23	01-48-6-674	COPIER MAINTENANCE	\$476.09
					VENDOR TOTAL:			\$766.67
CCP INDUSTRIES, INC.								
	IN03347885	08/24/23	\$98.69		UNIFORM TOPS-SECRETARY	01-60-3-612	UNIFORMS & RELATED SUPPLIES	\$98.69
	IN03351609	08/29/23	\$1.90		EMBROIDERY-SECRETARY UNIFORM SHIRTS	01-60-3-612	UNIFORMS & RELATED SUPPLIES	\$1.90
					VENDOR TOTAL:			\$100.59
CHICAGO SOUTHLAND								
	82823	08/28/23	\$35.00		MAYOR NELSON ATTENDANCE: 2023 ANNUAL MTG & AWARDS LUNCH			
					01-41-4-652		COMMUNITY SERVICE ACTIVITIES	\$35.00
					VENDOR TOTAL:			\$35.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
COMED							
0157098050 82323	08/23/23	\$55.89		HOMEWOOD METER VAULT POWER 7/25/23-8/23/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$55.89
0275053104 82323	08/23/23	\$377.49		DARTMOUTH LIFT STATION POWER 7/25/23-8/23/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$377.49
0765165035 82323	08/23/23	\$120.06		SYLVAN LIFT STATION POWER 7/25/23-8/23/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$120.06
0811073024 82323	08/23/23	\$614.14		COMMONS/MEINHETT POWER 7/25/23-8/23/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$614.14
0825150052 82323	08/23/23	\$117.26		COMMONS LIFT STATION POWER 7/25/23-8/23/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$117.26
0725105073 82823	08/23/23	\$45.40		CBD STREET LIGHTS POWER 7/20/23-8/18/23	40-33-4-634	MISCELLANEOUS SERVICES	\$45.40
1498044037 083123	08/31/23	\$24.52		WESTERN TOWER POWER 8/2/23-8/31/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$24.52
5007104015 083123	08/31/23	\$557.84		WOODS LIFT STATION POWER 8/2/23-8/31/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$557.84
VENDOR TOTAL:							\$1,912.60
CORE & MAIN LP							
T468876	08/25/23	\$1,384.12		WATER VALVE & SUPPLIES	08-11-6-675	WATER SYSTEM MAINT & REPAIRS	\$692.06
					08-13-3-619	PROGRAM COMMODITIES	\$692.06
T388485	08/15/23	\$1,490.00		2" WATER METER	08-11-6-672	WATER METERS AND ROMS	\$1,490.00
T339654	08/25/23	\$55,000.00	2024-0030	EQUIPMENT FOR WATER METER REPLACEMENT PROJECT	04-01-7-702	EQUIPMENT & AGREEMENT PER ATTA	\$55,000.00
T395381	08/15/23	\$(3,250.00)		4" OMNI WATER METER RETURN	08-11-6-672	WATER METERS AND ROMS	\$(3,250.00)
VENDOR TOTAL:							\$54,624.12
CROSSMARK PRINTING, INC.							
92178	08/28/23	\$2,532.18		NEWSLETTER - FALL 2023	01-41-4-653	MARKETING PROGRAMS	\$2,532.18
VENDOR TOTAL:							\$2,532.18

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount																		
"D" CONSTRUCTION, INC.		2300126F1	08/30/23	\$74,030.00		FY24 PAVEMENT PATCHING PAYOUT #1 & FINAL	01-60-4-635	ANNUAL STREET MAINTENANCE	\$74,030.00																		
								VENDOR TOTAL:	\$74,030.00																		
SUE DANAHER		2023 FUNDING	08/29/23	\$680.00		HSA FUNDING-EMPLOYER CONTRIBUTION 2023	01-48-2-594	VILLAGE HSA CONTRIBUTIONS	\$680.00																		
								VENDOR TOTAL:	\$680.00																		
DYNEGY ENERGY SERVICES		271900623081	08/28/23	\$833.37		STERLING PUMP STATION 7/25/23-8/22/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$833.37																		
								271900023081	08/28/23	\$133.97		KEDZIE PUMP STATION 7/25/23-8/22/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$133.97												
														271903523081	08/28/23	\$1,108.61		VOLLMER RESERVOIR 7/25/23-8/22/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$1,108.61						
																				271900523081	08/28/23	\$1,856.87		BUTTERFIELD LIFT STATION 7/25/23-8/22/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$1,856.87
																										VENDOR TOTAL:	\$3,932.82
EBEL'S ACE HARDWARE		349533	08/24/23	\$8.26		WIRE NUTS	08-11-3-605	OPERATING SUPPLIES	\$8.26																		
								349593	09/06/23	\$269.97		CANOPY	01-48-3-611	SPECIAL POLICE COMMODITIES	\$269.97												
														3495603	08/29/23	\$138.56		OUTSIDE HOSE / TV BRACKET	01-49-6-674	EQUIP MAINTENANCE & SUPPLIES	\$138.56						
																				VENDOR TOTAL:	\$416.79						
EJ EQUIPMENT		W15790	06/15/23	\$771.39		SEWER CAMERA REPAIR	08-21-4-634	MISCELLANEOUS SERVICES	\$771.39																		
								VENDOR TOTAL:	\$771.39																		
ELEVATOR INSPECTION SVC CO INC		116303	05/24/23	\$25.00		ELEVATOR INSPECTIONS 1117 LEAVITT AVE	01-53-4-658	ELEVATOR INSPECTION SERVICES	\$25.00																		
								VENDOR TOTAL:	\$25.00																		

Village of Flossmoor
Detail Board Report
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ELMER & SON LOCKSMITHS INC	410832	08/22/23	\$52.50		CBD LIGHT CABINET KEYS	40-33-3-615	SMALL TOOLS & EQUIPMENT	\$52.50
							VENDOR TOTAL:	\$52.50
EMC	62669	08/18/23	\$13,738.00		NEW COMBI TOOL (FOREIGN FIRE FUND)	28-01-3-615	TOOLS AND EQUIPMENT	\$13,738.00
							VENDOR TOTAL:	\$13,738.00
FGM ARCHITECTS INC	233819011	08/14/23	\$16,200.00		FIRE DEPT WOMENS LOCKER ROOM	01-67-7-765	VH MUNI COMPLEX IMPROVEMENTS	\$16,200.00
							VENDOR TOTAL:	\$16,200.00
FITZSIMMONS	6137189	08/18/23	\$15.00		H TANKS	01-49-6-675	EMS EQUIPMENT MAINTENANCE	\$15.00
							VENDOR TOTAL:	\$15.00

Village of Flossmoor
Detail Board Report

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Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
GALLAGHER MATERIALS CORP.		30046	08/21/23	\$196.80		POT HOLE REPAIRS	01-68-3-619	PROGRAM COMMODITIES	\$49.20
							02-01-3-606	ASPHALT MIX	\$49.20
							08-14-3-612	ASPHALT MIX	\$49.20
							08-24-3-612	ASPHALT MIX	\$49.20
		30251	08/30/23	\$437.88		ASPHALT	01-68-3-619	PROGRAM COMMODITIES	\$109.47
							02-01-3-606	ASPHALT MIX	\$109.47
							08-14-3-612	ASPHALT MIX	\$109.47
							08-24-3-612	ASPHALT MIX	\$109.47
		30217	08/29/23	\$608.85		ASPHALT	01-68-3-619	PROGRAM COMMODITIES	\$152.21
							02-01-3-606	ASPHALT MIX	\$152.21
							08-14-3-612	ASPHALT MIX	\$152.21
							08-24-3-612	ASPHALT MIX	\$152.22
		30179	08/28/23	\$522.14		ASPHALT	01-68-3-619	PROGRAM COMMODITIES	\$130.53
							02-01-3-606	ASPHALT MIX	\$130.53
							08-14-3-612	ASPHALT MIX	\$130.54
							08-24-3-612	ASPHALT MIX	\$130.54
		30134	08/25/23	\$238.01		ASPHALT	01-68-3-619	PROGRAM COMMODITIES	\$59.50
							02-01-3-606	ASPHALT MIX	\$59.50
							08-14-3-612	ASPHALT MIX	\$59.50
							08-24-3-612	ASPHALT MIX	\$59.51
							VENDOR TOTAL:		\$2,003.68
GBJ SALES, LLC		5021	08/17/23	\$406.45		RESTOCK SAFETY GLOVES	01-60-3-618	SAFETY EQUIPMENT & SUPPLIES	\$135.48
							08-11-3-618	SAFETY EQUIPMENT & SUPPLIES	\$135.48
							08-21-3-618	SAFETY EQUIPMENT & SUPPLIES	\$135.49
							VENDOR TOTAL:		\$406.45
GRANICUS		170276	09/01/23	\$443.78		AGENDA & MINUTES 9/1/23-9/30/23	01-41-4-645	PAPERLESS AGENDA SOFTWARE SERV	\$443
									\$443
Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023) (CONSENT)									

Village of Flossmoor
Detail Board Report
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HARVEY CEMENT PRODUCTS INC	2022388	08/24/23	\$73.60		BRICKS	08-11-6-675	WATER SYSTEM MAINT & REPAIRS	\$73.60
							VENDOR TOTAL:	\$73.60
HISKES, DILLNER, O'DONNELL,	18842	08/01/23	\$86.00		OTHER LEGAL SERVICES	01-44-4-644	OTHER LEGAL SERVICES	\$86.00
	18843	08/01/23	\$132.00		OTHER LEGAL SERVICES	01-44-4-644	OTHER LEGAL SERVICES	\$132.00
	18841	08/01/23	\$123.75		OTHER LEGAL SERVICES	01-44-4-644	OTHER LEGAL SERVICES	\$123.75
							VENDOR TOTAL:	\$341.75
HOLLAND PRINTING INC	74212	08/30/23	\$1,764.33		WATER REMINDERS/REPLY ENVELOPES/WINDOW ENV NO PERMIT/WINDOW ENV PERMIT	08-10-4-635	PRINTING	\$1,323.24
							PRINTING	\$441.09
	74221	08/30/23	\$538.07		GENERAL-LETTERHEAD ENVELOPES	01-41-3-601	OFFICE SUPPLIES	\$161.43
							OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$215.24
							OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$26.90
						01-53-3-601	OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$26.90
							OFFICE SUPPLIES	\$26.90
HOME CLEANING CENTERS -AMERICA	10657	09/01/23	\$3,232.00		SEPTEMBER 2023 CLEANING SERVICES	01-67-4-630	CLEANING SERVICE	\$3,232.00
							VENDOR TOTAL:	\$3,232.00

Village of Flossmoor
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HOME DEPOT CREDIT SERVICES							
1932	08/03/23	\$330.13		6035322502036134 - ALUMINUM SHEET/STAIN/ADHESIVE	01-49-3-605	OPERATING SUPPLIES	\$330.13
80823	08/08/23	\$200.68		6035322502036134 - CHIEF'S OFFICE	01-49-3-611	DORMITORY SUPPLIES	\$200.68
81123	08/11/23	\$43.92		6035322502036134 - CHIEF'S OFFICE	01-49-3-611	DORMITORY SUPPLIES	\$43.92
73123	07/31/23	\$210.63		6035322502036134 - 2X2 / MOP HEADS / FILTERS VELCRO	01-49-5-664	TRAINING MATERIALS	\$113.22
					01-49-3-616	CLEANING SUPPLIES	\$11.47
					01-49-3-605	OPERATING SUPPLIES	\$85.94
80223	08/02/23	\$(137.00)		6035322502036134 - RETURN OF PAINT - PURCHASED 7/27/23	01-60-3-605	OPERATING SUPPLIES	\$(137.00)
72723	07/27/23	\$548.00		6035322502036134 - FLOSS RD VIADUCT PAINT - PURCHASE AND RETURN	01-60-3-605	OPERATING SUPPLIES	\$548.00
						VENDOR TOTAL:	\$1,196.36
HOMEWOOD DISPOSAL SERVICE INC							
8369273	09/01/23	\$472.70		YARD WASTE STICKERS CUST #10-13341-AUGUST 2023	01-00-2-424	YARD WASTE STICKERS	\$472.70
						VENDOR TOTAL:	\$472.70
HOMEWOOD DISPOSAL SERVICE INC							
8473647	09/01/23	\$359.22		VH REFUSE REMOVAL CUST #10-13317	01-67-4-654	SCAVENGER AND DISPOSAL SERVICE	\$359.22
						VENDOR TOTAL:	\$359.22
HOMEWOOD DISPOSAL SERVICE INC							
8473644	09/01/23	\$359.34		DPW REFUSE REMOVAL ACCT #10-13143	01-67-4-654	SCAVENGER AND DISPOSAL SERVICE	\$359.34
						VENDOR TOTAL:	\$359.34
THE HORTON GROUP							
107953	08/24/23	\$650.00		VP JULY 2023 REWARDS EARNED	01-42-2-592	EAP & WELLNESS PROGRAMS	\$175.00
					01-43-2-592	EAP & WELLNESS PROGRAMS	\$175.00
					01-48-2-592	EAP & WELLNESS PROGRAMS	\$300.00
						VENDOR TOTAL:	\$650.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
IL ENVIRONMENTAL PROTECTION									
38		08/15/23	\$87,825.91			WASTEWATER PROJECT L17-2156	09-01-8-806	DEBT SERVICE-IEPA LOAN PHASE 3	\$87,825.91
VENDOR TOTAL:									\$87,825.91
INTERSTATE BATTERY OF CHICAGO									
329251		08/28/23	\$163.95			NEW BATTERY P28	01-60-6-671	MAINTENANCE AND SUPPLIES	\$40.98
							08-11-6-671	MAINTENANCE AND SUPPLIES	\$40.99
							08-21-6-671	MAINTENANCE AND SUPPLIES	\$40.99
							07-01-6-671	MAINTENANCE AND SUPPLIES	\$40.99
VENDOR TOTAL:									\$163.95
INVESTIGATIVE SUPPORT UNIT INC.									
4816		08/25/23	\$720.00			INVESTIGATE NEW PD CANDIDATE-STRICKLING SOCIAL MEDIA	01-48-4-636	PRE-EMPLOYMENT PHYSICALS	\$720.00
4821		08/28/23	\$283.00			INVESTIGATE NEW PD CANDIDATE-STRICKLING NATIONAL DATA/COURT ACCESS FEE	01-48-4-636	PRE-EMPLOYMENT PHYSICALS	\$283.00
4815		08/25/23	\$720.00			INVESTIGATE NEW PD CANDIDATE-WASHINGTON-SOCIAL MEDIA	01-48-4-636	PRE-EMPLOYMENT PHYSICALS	\$720.00
4820		08/28/23	\$283.00			INVESTIGATE NEW PD CANDIDATE-WASHINGTON-NATIONAL DATA/COURT ACCESS FEE	01-48-4-636	PRE-EMPLOYMENT PHYSICALS	\$283.00
VENDOR TOTAL:									\$2,006.00
INVOICE CLOUD									
189120238		08/31/23	\$206.55			SERVICE PERIOD 8/1/23-8/31/23	08-10-4-654	CUSTOMER PAYMENT PORTAL	\$154.91
							08-20-4-654	CUSTOMER PAYMENT PORTAL	\$51.64
VENDOR TOTAL:									\$206.55
M & J UNDERGROUND									
M230355		08/29/23	\$3,045.00			TV SANITARY LINE BRUCE AVE	09-01-6-677	SAN SEWER REHAB MAINTENANCE	\$3,045.00
VENDOR TOTAL:									\$3,045.00
MARATHON SPORTSWEAR									
81652		09/06/23	\$2,085.15			FEST T-SHIRTS	01-41-4-650	FLOSSMOOR FEST	\$2,085.15
VENDOR TOTAL:									\$2,085.15

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
MENARDS									
90604	08/22/23	\$598.51		SUPPLIES			01-60-3-605	OPERATING SUPPLIES	\$337.78
	08/23/23	\$32.84		SUPPLIES			01-60-3-615	SMALL TOOLS & EQUIPMENT	\$260.73
90752	08/24/23	\$79.99		SUPPLIES			01-67-3-605	OPERATING SUPPLIES	\$32.84
							01-67-3-605	OPERATING SUPPLIES	\$79.99
VENDOR TOTAL:									\$711.34
MENARD'S-HOMEWOOD									
61273	08/22/23	\$85.48		SUPPLIES			01-60-3-605	OPERATING SUPPLIES	\$85.48
VENDOR TOTAL:									\$85.48
MONARCH AUTO SUPPLY INC									
6981602725	09/05/23	\$248.08		PD 113 RADIATOR			01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$248.08
VENDOR TOTAL:									\$248.08
MUNICIPAL COLLECTION SERVICES									
024533	06/30/23	\$250.80		COLLECTIONS			01-48-4-656	TICKET COLLECTION SERVICES	\$250.80
VENDOR TOTAL:									\$250.80
MUNICIPAL SYSTEMS LLC									
MS202308008	08/31/23	\$750.00		MOVE/ABC AUGUST 2023			01-44-4-646	LOCAL ADJUDICATION SERVICES	\$750.00
MS20230548	05/31/23	\$750.00		MOVE/ABC SOFTWARE SERVICE MAY 2023			01-44-4-646	LOCAL ADJUDICATION SERVICES	\$750.00
MS20230628	06/30/23	\$750.00		MOVE/ABC SOFTWARE SERVICE JUNE 2023			01-44-4-646	LOCAL ADJUDICATION SERVICES	\$750.00
MS20230711	07/31/23	\$750.00		MOVE/ABC SOFTWARE SERVICE JULY 2023			01-44-4-646	LOCAL ADJUDICATION SERVICES	\$750.00
VENDOR TOTAL:									\$3,000.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
NICOR GAS							
25186956857 08282	08/28/23	\$50.08		WOODS LIFT STATION 7/27/23-8/25/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$50.08
25186956857 03242	03/24/23	\$50.83		WOODS LIFT STATION 2/21/23-3/23/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$50.83
25186956857 06232	06/23/23	\$51.00		WOODS LIFT STATION 5/23/23-6/22/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$51.00
82423	08/24/23	\$49.57		KEDZIE BOOSTER STATION 7/25/23-8/23/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$49.57
VENDOR TOTAL:							\$201.48
NIX NAX							
19669	08/28/23	\$45.00		DANAHER EMBROIDERY	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$45.00
VENDOR TOTAL:							\$45.00
NORM SCHILLING ENTERPRISES INC							
13923	08/23/23	\$340.00		SPOIL DISPOSAL	01-60-4-650	SPOIL DISPOSAL	\$340.00
VENDOR TOTAL:							\$340.00
OTIS ELEVATOR							
CYS16792001	09/01/23	\$455.00		ELEVATOR MAINTENANCE-ANNUAL LOAD TEST	01-67-6-680	MAINTENANCE CONTRACTS	\$455.00
VENDOR TOTAL:							\$455.00
PARAMEDIC SERVICES OF ILLINOIS INC							
8151	09/01/23	\$56,417.00		CONTRACTED FD PERSONNEL-PERIOD ENDING 9/30/23	01-49-4-650	CONTRACT FF/PM PERSONNEL	\$56,417.00
VENDOR TOTAL:							\$56,417.00
PREMIER GLASS SERVICES LLC							
2211831	08/28/23	\$36,200.00	2024-0025	VILLAGE HALL FRONT DESK SECURITY GLASS	01-67-7-765	VH FRONT DESK SECURITY GLASS - C	\$36,200.00
VENDOR TOTAL:							\$36,200.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
PRESCIENT SOLUTIONS									
0923071		09/01/23	\$9,500.00			ONGOING SERVICES SEPTEMBER 2023	01-42-6-673	COMPUTER HARDWARE MAINTENANCE	\$950.00
							01-43-6-673	COMPUTER NETWORK MAINTENANCE	\$475.00
							01-45-6-673	COMPUTER HARDWARE MAINTENANCE	\$285.00
							01-48-6-673	COMPUTER NETWORK MAINTENANCE	\$2,565.00
							01-49-6-673	COMPUTER NETWORK MAINTENANCE	\$3,515.00
							01-50-6-673	COMPUTER NETWORK MAINTENANCE	\$285.00
							01-53-6-673	COMPUTER NETWORK MAINTENANCE	\$285.00
							01-55-6-673	COMPUTER NETWORK MAINTENANCE	\$1,140.00
0923072		09/01/23	\$4,785.00			MANAGED SERVICES SEPTEMBER 2023	01-42-6-673	COMPUTER HARDWARE MAINTENANCE	\$478.50
							01-43-6-673	COMPUTER NETWORK MAINTENANCE	\$239.25
							01-45-6-673	COMPUTER HARDWARE MAINTENANCE	\$143.55
							01-48-6-673	COMPUTER NETWORK MAINTENANCE	\$1,291.95
							01-49-6-673	COMPUTER NETWORK MAINTENANCE	\$1,770.45
							01-50-6-673	COMPUTER NETWORK MAINTENANCE	\$143.55
							01-53-6-673	COMPUTER NETWORK MAINTENANCE	\$143.55
							01-55-6-673	COMPUTER NETWORK MAINTENANCE	\$574.20
VENDOR TOTAL:									\$14,285.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
PUBLIC SAFETY DIRECT, INC.									
		101615	05/26/23	\$315.00		WINDOW TINTING	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$315.00
		101621	05/30/23	\$220.00		WINDOW TINTING	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$220.00
		101653	06/05/23	\$85.00		PD UNIT 322 GRAPHICS REPAIR	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$85.00
		101678	06/08/23	\$315.00		PD DC VEH WINDOW TINTING	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$315.00
		101707	06/13/23	\$1,162.00		UNIT 822 RADIO INSTALLATION	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$1,162.00
		102025	08/09/23	\$65.00		PD UNIT 121 ANTENNA REPAIR	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$65.00
		102162	09/05/23	\$171.00		FEST BANNER-FEST 2023 SPONSORS	01-41-4-650	FLOSSMOOR FEST	\$171.00
		102163	09/05/23	\$216.00		FEST BANNERS-SAFETY NOTICE/YOUTH SUPERVISION POLICY	01-41-4-650	FLOSSMOOR FEST	\$216.00
		102128	08/30/23	\$252.00		BANNER - FEST	01-41-4-650	FLOSSMOOR FEST	\$252.00
								VENDOR TOTAL:	\$2,801.00
PURCHASE POWER		9052023	09/05/23	\$3,375.14		POSTAGE METER REFILL/WATER BILLS/FALL NEWSLETTER			
							01-42-3-603	POSTAGE	\$8.55
							01-43-3-603	POSTAGE	\$419.89
							01-48-3-603	POSTAGE	\$617.23
							01-49-3-603	POSTAGE	\$3.98
							01-53-3-603	POSTAGE	\$67.54
							01-55-3-603	POSTAGE	\$91.33
							08-10-3-603	POSTAGE	\$1,002.00
							08-20-3-603	POSTAGE	\$334.32
							01-41-3-603	POSTAGE	\$830.30
								VENDOR TOTAL:	\$3,375.14

RADARSIGN, LLC		INV1173	08/31/23	\$1,425.00		BATTERY HOUSING ASSEMBLY	01-48-3-615	SMALL TOOLS & EQUIPMENT	\$1,425.00
								VENDOR TOTAL:	\$1,425.00

Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023) (CONSENT)

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
RELIABLE FIRE EQUIPMENT CO									
91271		08/22/23		\$1,340.00		FIRE ALARM INSPECTION	01-67-6-680	MAINTENANCE CONTRACTS	\$1,340.00
91275		08/22/23		\$350.00		VH FIRE ALARM INSPECTION	01-67-6-680	MAINTENANCE CONTRACTS	\$350.00
91276		08/22/23		\$20.00		DPW FIRE ALARM INSPECTION	01-67-6-680	MAINTENANCE CONTRACTS	\$20.00
VENDOR TOTAL:									\$1,710.00
RUNCO OFFICE SUPPLY									
9161150		08/30/23		\$50.41		OFFICE SUPPLIES FIRST AID/IBUPROFEN/DUSTER	01-60-3-601	OFFICE SUPPLIES	\$25.00
							08-11-3-601	OFFICE SUPPLIES	\$25.41
9154710		08/25/23		\$458.58		PAPER / CALCULATOR ROLLS	01-41-3-601	OFFICE SUPPLIES	\$82.78
							01-42-3-601	OFFICE SUPPLIES	\$52.56
							01-43-3-601	OFFICE SUPPLIES	\$84.42
							01-45-3-601	OFFICE SUPPLIES	\$43.62
							01-48-3-601	OFFICE SUPPLIES	\$41.39
							01-49-3-601	OFFICE SUPPLIES	\$43.62
							01-53-3-601	OFFICE SUPPLIES	\$27.40
							01-55-3-601	OFFICE SUPPLIES	\$41.39
							08-10-3-601	OFFICE SUPPLIES	\$20.70
							08-20-3-601	OFFICE SUPPLIES	\$20.70
VENDOR TOTAL:									\$508.99
S&J INDUSTRIAL SUPPLY CORP									
1180191000001		08/23/23		\$498.74		RESTOCK PAPER PRODUCTS	01-67-3-616	CLEANING SUPPLIES	\$498.74
VENDOR TOTAL:									\$498.74
SERVICE SANITATION, INC.									
8652666		08/22/23		\$780.00		MOVIE NIGHT	01-41-4-651	COMMUNITY RELATIONS COMMISSIO	\$780.00
VENDOR TOTAL:									\$780.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
SHOREWOOD HOME & AUTO, INC. 02379243	08/23/23	\$311.81		CHAIN SAW PARTS	01-64-3-615	SMALL TOOLS & EQUIPMENT	\$311.81
						VENDOR TOTAL:	\$311.81
ADRIENNE SIMS 090123	09/01/23	\$312.14		WATER REFUND 1516 LANARK ST	08-00-0-130	ACCOUNTS RECEIVABLE - BILLED	\$312.14
						VENDOR TOTAL:	\$312.14
SPEER FINANCIAL, INC. SERV23	08/31/23	\$300.00		PREP OF ANNUAL CAFR TABLES	01-43-4-634	MISCELLANEOUS SERVICES	\$300.00
						VENDOR TOTAL:	\$300.00
SUBURBAN LABORATORIES INC 217418	08/31/23	\$1,687.20		WATER SAMPLE TESTING LEAD & COPPER/DISINFECTANT BYPRODUCTS/ROUTINE COLIFORM	08-11-6-677	WATER FACILITY MAINTENANCE	\$1,687.20
						VENDOR TOTAL:	\$1,687.20
T.R.L. TIRE SERVICE CORP 33157	08/24/23	\$819.72		P25 NEW TIRES	01-60-6-671	MAINTENANCE AND SUPPLIES	\$204.93
						MAINTENANCE AND SUPPLIES	\$204.93
					08-21-6-671	MAINTENANCE AND SUPPLIES	\$204.93
						MAINTENANCE AND SUPPLIES	\$204.93
						VENDOR TOTAL:	\$819.72
THOMSON REUTERS-WEST 848870832	09/01/23	\$772.35		ONLINE/SOFTWARE SUBSCRIPTION AUGUST 2023	01-48-4-630	PROFESSIONAL SERVICES	\$772.35
						VENDOR TOTAL:	\$772.35
TIFCO INDUSTRIES INC. 71897437	08/17/23	\$428.84		ZIP TIES-FEST TENT	01-60-3-605	OPERATING SUPPLIES	\$428.84
						VENDOR TOTAL:	\$428.

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
T-MOBILE USA INC	9543297370	08/28/23	\$25.00		F23-02940 INVEST	01-48-4-630	PROFESSIONAL SERVICES	\$25.00
							VENDOR TOTAL:	\$25.00
UDO'S PROFESSIONAL CAR WASH	378	09/02/23	\$164.50		PD AUGUST CAR WASHES	01-48-6-671	VEHICLE MAINTENANCE & SUPPLIES	\$164.50
							VENDOR TOTAL:	\$164.50
UNDERGROUND PIPE & VALVE CO	062687	09/01/23	\$1,669.00		RESTOCK FOR WATER DEPT	08-11-6-675 08-13-3-619	WATER SYSTEM MAINT & REPAIRS PROGRAM COMMODITIES	\$834.50 \$834.50
							VENDOR TOTAL:	\$1,669.00
UNITED PARCEL SERVICE	000F36604333	08/19/23	\$29.24		DPW MAIL TO IL DEPT OF TRANS	01-55-3-603	POSTAGE	\$29.24
							VENDOR TOTAL:	\$29.24
VERIZON WIRELESS	9942191697	08/11/23	\$2,251.65		JULY 17, 2023 - AUGUST 16, 2023	01-42-4-637 01-43-4-637 01-45-4-637 01-53-4-637 01-50-4-637 01-55-4-637	TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE	\$209.69 \$84.34 \$42.17 \$42.17 \$989.83 \$883.45
							VENDOR TOTAL:	\$2,251.65

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 09/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
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Total Amount Being Paid: \$893,043.68
Total Number of Invoices: 147

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/C
ABETTER	A BETTER DOOR & DOCK SERVICES	Y	(1) 622.60	(0) 0.00	622.
ACCURBIO	ACCURATE BIOMETRICS INC.	N	(1) 189.75	(0) 0.00	189.
AIRONEEQ	AIR ONE EQUIPMENT INC	N	(1) 556.45	(0) 0.00	556.
AIRYS	AIRY'S INC.	N	(1) 11,140.25	(0) 0.00	11,140.
ALLSCAPE	ALLSCAPE INCORPORATED	N	(1) 4,800.00	(0) 0.00	4,800.
AMAZON	AMAZON CAPITAL SERVICES	N	(12) 1,340.03	(0) 0.00	1,340.
ANDRESME	ANDRES MEDICAL BILLING, LTD	Y	(1) 2,291.25	(0) 0.00	2,291.
BALLAN	B ALLAN GRAPHICS	N	(1) 145.00	(0) 0.00	145.
BAXTER&W	BAXTER & WOODMAN, INC.	N	(5) 8,017.66	(0) 0.00	8,017.
BENCHMARK	BENCHMARK CONSTRUCTION CO	N	(1) 453,318.70	(0) 0.00	453,318.
BOGUEJ	JONATHAN BOGUE	N	(1) 15.99	(0) 0.00	15.
BUILDAUT	BUILDING AUTOMATION SOLUTIONS	N	(1) 1,040.00	(0) 0.00	1,040.
COPSTEST	C.O.P.S. TESTING SERVICE INC.	N	(1) 450.00	(0) 0.00	450.
CANONSOL	CANON SOLUTIONS AMERICA , INC.	N	(4) 766.67	(0) 0.00	766.
CCP	CCP INDUSTRIES, INC.	N	(2) 100.59	(0) 0.00	100.
CHISOCON	CHICAGO SOUTHLAND	N	(1) 35.00	(0) 0.00	35.
COM4015	COMED	N	(1) 1,912.60	(0) 0.00	557.
CORE&MAI	CORE & MAIN LP	Y	(4) 54,624.12	(0) 0.00	54,624.
CROSSMAR	CROSSMARK PRINTING, INC.	N	(1) 2,532.18	(0) 0.00	2,532.
DCONSTRU	"D" CONSTRUCTION, INC.	N	(1) 74,030.00	(0) 0.00	74,030.
HSADANAHER	SUE DANAHER	N	(1) 680.00	(0) 0.00	680.
DYNEGY	DYNEGY ENERGY SERVICES	N	(4) 3,932.82	(0) 0.00	3,932.
EBELSACE	EBEL'S ACE HARDWARE	N	(3) 416.79	(0) 0.00	416.
EJ EQUIP	EJ EQUIPMENT	N	(1) 771.39	(0) 0.00	771.
ELEVATOR	ELEVATOR INSPECTION SVC CO INC	N	(1) 25.00	(0) 0.00	25.
ELMER&SO	ELMER & SON LOCKSMITHS INC	N	(1) 52.50	(0) 0.00	52.
EMC	EMC	N	(1) 13,738.00	(0) 0.00	13,738.
FGMA	FGM ARCHITECTS INC	N	(1) 16,200.00	(0) 0.00	16,200.
FITZSIMM	FITZSIMMONS	N	(1) 15.00	(0) 0.00	15.
GALLAMAT	GALLAGHER MATERIALS CORP.	N	(5) 2,003.68	(0) 0.00	2,003.
GBJSALES	GBJ SALES, LLC	Y	(1) 406.45	(0) 0.00	406.
GRANICUS	GRANICUS	N	(1) 443.78	(0) 0.00	443.
HARVEYCE	HARVEY CEMENT PRODUCTS INC	N	(1) 73.60	(0) 0.00	73.
HISKES	HISKES, DILLNER, O'DONNELL,	Y	(3) 341.75	(0) 0.00	341.
HOLLANDP	HOLLAND PRINTING INC	N	(2) 2,302.40	(0) 0.00	2,302.
HOMECLAE	HOME CLEANING CENTERS -AMERICA	N	(1) 3,232.00	(0) 0.00	3,232.
HOMEDEPO	HOME DEPOT CREDIT SERVICES	N	(6) 1,196.36	(0) 0.00	1,196.
HOMEWOODYW	HOMEWOOD DISPOSAL SERVICE INC	N	(1) 472.70	(0) 0.00	472.
HOMEWOODVH	HOMEWOOD DISPOSAL SERVICE INC	N	(1) 359.22	(0) 0.00	359.
HOMEWOODPW	HOMEWOOD DISPOSALSERVICE INC	N	(1) 359.34	(0) 0.00	359.
HORTON	THE HORTON GROUP	N	(1) 650.00	(0) 0.00	650.
IEPA	IL ENVIRONMENTAL PROTECTION	N	(1) 87,825.91	(0) 0.00	87,825.
INTERSTA	INTERSTATE BATTERY OF CHICAGO	N	(1) 163.95	(0) 0.00	163.
INVESTIGAT	INVESTIGATIVE SUPPORT UNIT INC.	N	(4) 2,006.00	(0) 0.00	2,006.
INVOICE	INVOICE CLOUD	N	(1) 206.55	(0) 0.00	206.55

Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023) (CONSENT

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/(
M&JUNDER	M & J UNDERGROUND	N	(1) 3,045.00	(0) 0.00	3,045.
MARATHON	MARATHON SPORTSWEAR	N	(1) 2,085.15	(0) 0.00	2,085.
MENARDS	MENARDS	N	(3) 711.34	(0) 0.00	711.
MENARDHM	MENARD'S-HOMEWOOD	N	(1) 85.48	(0) 0.00	85.
MONARCH	MONARCH AUTO SUPPLY INC	N	(1) 248.08	(0) 0.00	248.
MUNICCOL	MUNICIPAL COLLECTION SERVICES	N	(1) 250.80	(0) 0.00	250.
MUNICSYS	MUNICIPAL SYSTEMS LLC	Y	(4) 3,000.00	(0) 0.00	3,000.
NICOR-4	NICOR GAS	N	(4) 201.48	(0) 0.00	201.
NIXNAX	NIX NAX	N	(1) 45.00	(0) 0.00	45.
SCHILLING	NORM SCHILLING ENTERPRISES INC	N	(1) 340.00	(0) 0.00	340.
OTIS	OTIS ELEVATOR	N	(1) 455.00	(0) 0.00	455.
PARAMEDICS	PARAMEDIC SERVICES OF ILLINOIS I N	N	(1) 56,417.00	(0) 0.00	56,417.
PREMIERGLA	PREMIER GLASS SERVICES LLC	Y	(1) 36,200.00	(0) 0.00	36,200.
PRESCIEN	PRESCIENT SOLUTIONS	N	(2) 14,285.00	(0) 0.00	14,285.
PUBSAFET	PUBLIC SAFETY DIRECT, INC.	N	(9) 2,801.00	(0) 0.00	2,801.
PURCHASE	PURCHASE POWER	N	(1) 3,375.14	(0) 0.00	3,375.
RADARSIG	RADARSIGN, LLC	Y	(1) 1,425.00	(0) 0.00	1,425.
RELIABLE	RELIABLE FIRE EQUIPMENT CO	N	(3) 1,710.00	(0) 0.00	1,710.
RUNCO	RUNCO OFFICE SUPPLY	N	(2) 508.99	(0) 0.00	508.
S&J	S&J INDUSTRIAL SUPPLY CORP	N	(1) 498.74	(0) 0.00	498.
SERVICES	SERVICE SANITATION, INC.	N	(1) 780.00	(0) 0.00	780.
SHOREWOO	SHOREWOOD HOME & AUTO, INC.	N	(1) 311.81	(0) 0.00	311.
SIMSADRIEN	ADRIENNE SIMS	N	(1) 312.14	(0) 0.00	312.
SPEER	SPEER FINANCIAL, INC.	N	(1) 300.00	(0) 0.00	300.
SUBLABOR	SUBURBAN LABORATORIES INC	Y	(1) 1,687.20	(0) 0.00	1,687.
T.R.L.	T.R.L. TIRE SERVICE CORP	N	(1) 819.72	(0) 0.00	819.
THOMWEST	THOMSON REUTERS-WEST	N	(1) 772.35	(0) 0.00	772.
TIFCO	TIFCO INDUSTRIES INC.	N	(1) 428.84	(0) 0.00	428.
TMOBILE	T-MOBILE USA INC	N	(1) 25.00	(0) 0.00	25.
UDOS	UDO'S PROFESSIONAL CAR WASH	N	(1) 164.50	(0) 0.00	164.
UNDERGRO	UNDERGROUND PIPE & VALVE CO	N	(1) 1,669.00	(0) 0.00	1,669.
UPS	UNITED PARCEL SERVICE	N	(1) 29.24	(0) 0.00	29.
VERIZON452	VERIZON WIRELESS	N	(1) 2,251.65	(0) 0.00	2,251.
Grand Totals:			Total: 147 893,043.68	Total: 0 0.00	

Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023) (CONSENT

Vendor Name		Invoice #	Invoice Date	Amount	Check #	Check Date	PO #	Invoice Description	GL Number	GL Description	Line Amount
ANTHONY FIELDS		090723	09/07/23	\$1,450.00	80236	09/08/23		FEST DJ	01-41-4-650	FLOSSMOOR FEST	\$1,450.00
										VENDOR TOTAL:	\$1,450.00

Total Amount Being Paid: \$1,450.00
Total Number of Invoices: 1

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/
FIELD5A	ANTHONY FIELDS	Y	(1) 1,450.00	(1) 1,450.00	0
ILDIRECT	IL DIRECTOR OF EMPLOYMENT	N	(0) 0.00	(2) 2,520.89	(2,520
ILDIRECT	VOID	N	(0) 0.00	(2) 0.00	(2,520
Grand Totals:			Total: 1 1,450.00	Total: 3 3,970.89	

Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (September 18, 2023) (CONSENT)

TO: Bridget Wachtel, Village Manager
FROM: Keith Taylor, Deputy Chief
DATE: September 18, 2023
SUBJECT: Replacement of Two Patrol Vehicles



FLOSSMOOR

The Flossmoor Police Department (FPD) has analyzed the vehicle fleet comparative to the capital equipment schedule and is recommending the replacement of two older patrol vehicles, both 2019 (designated fiscal year of purchase) Ford Utilities (Explorers), with solely gasoline powered vehicles. FPD currently uses hybrid models for its patrol vehicles. We've had extensive mechanical issues with two of our hybrids, which has caused them to have to undergo significant and time consuming repairs. Those repairs ran the gamut to include: transmission problems, engine replacement, complications with battery charging resulting in multiple battery replacements in each vehicle over a two year span, problems with the airbags, and other electrical wiring issues. One of our vehicles was out of service for several months due to the inability of the Ford mechanics to diagnose the issue. Additionally, many of the replacement parts for the hybrids are on back order which creates a higher probability that repair times would be extended. This has the potential to hinder our operations requiring multiple squad cars. Our story is not unique; we have heard similar problems from other communities. Village of Flossmoor Mechanic Andy Baumgartner advised us it would be better to return to solely gasoline powered squad cars until the technology surrounding hybrid police interceptor vehicles significantly improves.

The two Ford Explorer patrol vehicles to be replaced are numbered in our fleet as 419 and 519 respectively and have been in service for four years. Both vehicles have met their life expectancy as patrol vehicles and would be replaced by two 2023 Ford Explorers, which are less expensive than the hybrid models. The FPD checked with several dealerships for Ford Explorer Police Interceptor (FEPI) models and none of them were awarded a state bid contract. Currie Motors of Frankfort, IL., is part of the Suburban Purchasing Cooperative (which meets the competitive bid process) and had two remaining FEPI models. Following is a breakdown of the cost of two new FEPI patrol vehicles:

- Purchased through the Suburban Purchasing Cooperative at Currie Motors in Frankfort, IL., the cost for two new 2023 Ford Explorers = \$81,008.48
- The total trade value of our two squads (2020 Ford Explorer VIN # 1FM5K8AW9LGB84203 and a 2020 Ford Explorer VIN # 1FM5K8AW0LGB84204) is \$28,000.00.
- The total adjusted purchase price for trade-ins and two new squads = \$53,008.48.
- Estimated cost of up-fitting the new vehicles at Public Safety Direct, Crestwood, IL. = \$10,590.00.

- Total cost for purchasing and upfitting = \$63,598.48

The total purchase is within the capital equipment budget. With the above information in mind, I request that the Village Board authorize the Village Manager to purchase two new 2023 Ford Explorers from Currie Motors in Frankfort, IL. for \$81,008.48 plus upfitting and trading in the current squads (419 and 519) at a value of \$28,000.

Purchasing the new squads in the coming days would yield a delivery date in October 2023. The FPD endeavors to maintain a functional and streamlined fleet of vehicles suitable for the demands of constant usage as we employ them to serve the residents of Flossmoor in a manner consistent with our values. Thank you for your consideration of our request.

TO: Bridget Wachtel, Village Manager
FROM: Jerel Jones, Police Chief
DATE: September 18, 2023
SUBJECT: Request to Approve Service Agreement with DACRA
Adjudication Systems, LLC.



DACRA Adjudication Systems, LLC. (d/b/a DACRA Tech, LLC), has provided the Flossmoor Police Department (FPD) with software to manage our administration of adjudication hearings for more than a decade. Building code, fire code, parking restrictions, and other violations are managed by their software. Their software is used to produce notices to appear for violations, the finding of fact, the order determined by the hearing officer, and to process the payments of fines assessed by the administrative hearing officer. Electronic citation writing and tow management are additional services DACRA can provide, and the FPD is currently assessing the feasibility of incorporating these features into our administrative processes.

The fees for the services provided by DACRA Tech, LLC have remained the same for at least ten years. According to DACRA, the economic fallout of the COVID-19 pandemic and needed upgrades to DACRA's software have required them to increase the fees for their services. The monthly licensing fee for the adjudication model from the effective date of the new agreement until April 30, 2024, is \$750.00 which is an increase from \$625 per month. Beginning on May 01, 2024, to April 30, 2025, the licensing fee will increase from \$750.00 to \$1,000.00. The FPD, in consultation with the Village Manager's and Village Attorney's offices respectively, have determined it would be in the Village's best interest to retain DACRA's provided services due to, among other considerations, the logistical, integrative, and timing challenges associated with acquiring another service provider.

With the above information in mind, I respectfully request the Village Manager be authorized and directed to execute said agreement on behalf of the Village.

RESOLUTION # _____
**A RESOLUTION OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS, APPROVING A
SERVICE AGREEMENT WITH DACRA ADJUDICATION SYSTEMS, LLC**

WHEREAS the Village of Flossmoor, Cook County, Illinois (the “*Village*”), is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company (“*Dacra*”) is in the business of managing and deploying municipal software applications including software for adjudication vehicle towing management and fine payment processes; and,

WHEREAS, after review of the Dacra Tech, LLC Master Software Licensing Agreement and the terms and conditions which are a part thereof, it has been determined that it is in the best interest of the Village to utilize the services of Dacra for the Village’s administration adjudication system of code enforcement.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES FOR THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That the Service Agreement by and between the Village of Flossmoor, Cook County, Illinois and Dacra Adjudication Systems, LLC, in the form attached hereto and made a part hereof, is hereby approved, and the Village Manager is hereby authorized and directed to execute said Agreement on behalf of the Village.

Section 2. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed this _____ day of _____, 2023.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this “**Agreement**”) is dated _____ (the “**Effective Date**”) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, (“**Dacra**”), and **Village of Flossmoor** (the “**Municipality**”), and together with DACRA collectively, the “**parties**”).

RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within Exhibit A (the “**Master Terms and Conditions**”).

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within Exhibit B (the “**Services**”).

3. Pricing. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within Exhibit C (the “**Fees**”).

4. Term. The term of this Agreement (the “**Term**”) shall be two (2) years and shall commence on the Effective Date.

5. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

Village of Flossmoor
Attention: Keith Taylor
2800 Flossmoor Road
Flossmoor, IL. 60422
Email: ktaylor@flossmoor.org

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
450 Devon Avenue, Suite 100
Itasca, IL. 60143
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Dacra Tech, LLC
a Delaware limited liability company

By: _____

Name (print):

Title:

Date:

Village of Flossmoor
an Illinois municipal corporation

By: _____

Name:

Title:

Date

[Signature page to Master Software Licensing Agreement]

EXHIBIT A MASTER TERMS AND CONDITIONS

A. Limited License Granted

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the “**License**”) to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality’s ordinance and code compliance purposes and subject to the terms of the Agreement.

B. Third-Party Agreements

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

C. Data

Municipality at all times will retain sole ownership of its Municipal Data. The term “**Municipal Data**” refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

D. Dacra’s Intellectual Property

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

- (i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;
- (ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and
- (iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase “**Intellectual Property Rights**” shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the “USPTO”), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

E. Further Assurances

Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in

accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

F. Pricing and Billing

The Fee set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality agrees to pay any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services, except taxes based on Dacra's income. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

G. Termination

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within 10 days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement.

H. Limitation of Liability

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE OR PROFITS. THE PARTIES AGREE THAT DACRA'S MAXIMUM LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATED TO THE SERVICES, OR THE AGREEMENT, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL IN NO EVENT EXCEED, IN THE AGGREGATE, THE GREATER OF: (A) THE TOTAL AMOUNTS ACTUALLY PAID TO DACRA FOR THE SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM; OR (B) SUCH AMOUNT OF CLAIMED DAMAGES THAT ARE ACTUALLY COVERED AND PAID IN FULL BY AN INSURANCE CARRIER PROVIDING INSURANCE TO DACRA UNDER THE TERMS OF A POLICY OF INSURANCE CARRIED BY DACRA AS REQUIRED UNDER THE TERMS OF THE AGREEMENT, (THE "**LIMITATION OF LIABILITY**"). MUNICIPALITY HEREBY ACKNOWLEDGES THAT DACRA DOES NOT GUARANTEE THAT THE SERVICES WILL BE PERFORMED ERROR-FREE OR UNINTERRUPTED. DACRA IS HEREBY HELD HARMLESS FROM ALL CLAIMS, DAMAGES, LIABILITIES AND EXPENSES RELATING TO THIS AGREEMENT TO THE EXTENT IN EXCESS OF THE LIMITATION OF LIABILITY.

I. Other

- (i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.
- (ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and

be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.

- (iii) Dacra may not assign this Agreement without Municipality's prior written consent, which may be withheld in the sole discretion of Municipality.
- (iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.
- (v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of Cook County, Illinois.
- (vi) Except for actions for nonpayment or breach of Dacra's proprietary rights, no action, regardless of form, arising out of or relating to the Agreement may be brought by either party more than two years after the cause of action has accrued.
- (vii) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.
- (viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.
- (ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

- (i) Training. As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.
- (ii) Support. Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.
- (iii) Exclusions. Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

1. Continuity of Service. Dacra, as part of its commitment to the continuity of the Services, shall maintain the following service level that details the minimum customer support standards to be followed for issues, both major and minor, as well as, any modifications made to the Service from time-to-time. As part of the Service, Dacra will create an alert email distribution group for use by the Municipality to send notification of issues as they arise. Municipality may also contact Dacra via phone.

Dacra will respond to Municipality initiated issues in accordance with the following levels:

- (i) MAJOR - The Service is down or precludes the Municipality from successful operation of the total system and requires immediate attention (the “Downtime”) (for example, the Municipality is unable to connect, via an approved internet browser, to the Service).
 - (ii) MINOR - A minor issue exists with the Service, but the majority of the functions are still usable, and some circumvention may be required to provide service (for example, subcommand gives an incorrect response). Also includes minor issues or questions that do not affect the Service function (for example, the text of a message is worded poorly or misspelled).
2. Uptime Initiative. Dacra shall make reasonable efforts to maintain the Services such that the Services will be operational and accessible by the Municipality’s users a minimum of 99% of the time, not including maintenance which will be scheduled with Municipality in advance and will be kept to an absolute minimum.

K. Insurance Requirements

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

- (i) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (ii) Professional Liability: \$1,000,000 single limit for errors and omissions, professional / malpractice liability.
- (iii) Worker’s Compensation and Employers’ Liability: As required by Illinois law.
- (iv) Umbrella Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

EXHIBIT B

SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement is the Municipal Enforcement Adjudication Module, which will be deployed to the Municipality with the functionality stated hereunder.

DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES – JANUARY 31, 2023

Dacra System Architecture and Security

- **Architecture**
 - Web-based platform that works on standard hardware
 - .NET stack with SQL back end separated from the front end via entity framework services
 - Bi-directional sync data integration with IUCS LEADER
 - JSON APIs available as well as numerous government and public safety software system integrations
- **Security**
 - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services. Azure Government Cloud provides the highest level of security and compliance to include SOC2, PCI, ISO, etc.
 - Criminal Justice Information Services (CJIS) compliant
 - Single Sign On (SSO) authentication available
 - Extensive citation auditing features, tracks changes to a citation after it has been issued, recording both original and changed values, the logged in user, and date and time of any change
- **Hardware Required**
 - Requires Google Chrome/ Microsoft Edge access
 - Windows based devices required is utilizing LEADS integrated
 - iPads preferred for handheld ticketing
 - Compatible with either 4" or 8 ½" Printers

Municipal Enforcement Adjudication Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
 - Local Ordinance/Compliance/Animal/Building Code Ticketing
 - "3-Click" Parking Ticketing
 - Unpaid Utility/Ambulance Fee Violations
 - Citation Auditing and Tools
- **Complete Hearing Management Tools:** Efficiently manage violation notices, unified administrative hearings, and final determination notices with features such as:
 - Variable Hearing Notices by Department
 - Multiple Concerned Party Notification
 - Hearing Room Management and FDO Issuance
 - Batch Process Hearing Officer Tools
- **Extensive Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly. Along the way fines can be paid through a variety of in-person and online tools and integrations.
 - Complex Fine Structure Tracking
 - Online Payments with Partial Payment Capability

DACRA 3rd Party Integrations

- **API/Interface Set-Up and Configuration:** Dacra custom integrations will provide omni-directional or bi-directional interfaces to 3rd party vendors to increase the efficiency of the System. The functionality is defined hereunder with associated pricing defined in **Exhibit C**.

EXHIBIT C
FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder:

- A. Monthly Service Fee: In exchange for the monthly use of the Services defined in **Exhibit B**, and upon execution of this agreement, Municipality will be billed a Monthly Service Fee calculated by totaling the below Monthly Licensing Fee for the modules licensed, and the Monthly Usage Fee for citations issued that month:

Monthly Service Fee = Monthly Licensing Fee + Monthly Usage Fee	Monthly Service Fee
Monthly Licensing Fee – Adjudication Module	
- Year 1: Effective Date – April 30, 2024	\$750
- Year 2: May 1, 2024 – April 30, 2025	\$1,000
Monthly Usage Fee – Calculated by totaling fees for citations issued that month:	
- Adjudication Citations Issued That Month – 500 included at no cost	\$3 each
- State Citations Issued That Month – 500 included at no cost	\$1 each

- B. Integration Fee(s): In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B** the Municipality will be billed upon go-live of the interface, with annual maintenance billed in conjunction with the next agreement execution anniversary:

Additional Fee Description	One-Time Fee	Monthly Maintenance Fee
CAD Interface with Spillman	Waived	Waived
Use of DACRA APIs for Data Transfer	Waived	Waived

TO: Mayor Nelson and Board of Trustees
FROM: Jonathan Bogue, Assistant Village Manager
DATE: September 18, 2023
SUBJECT: An Agreement Between the Village of Flossmoor and Flossmoor Fraternal Order of Police from May 1, 2023 to April 30, 2026



FLOSSMOOR

The Village of Flossmoor and the Illinois Fraternal Order of the Police reached a tentative settlement agreement on August 11, 2023. Below is a summary of the changes in the agreement:

- Wage Schedule
 - o May 1, 2023 = 3.00%
 - o May 1, 2024= 3.25%
 - o May 1, 2025= 3.75%
- The Village will increase specialty pay for our Paramedic/EMT stipend by 3%.
- Specialty pay including Shift Leader, Detective, and Active Shift Leader will increase by 6%. There have been no increases in this area since the 2017 contract.
- The contract is effective until April 30, 2026.

The Collective Bargaining Agreement (CBA) is attached for your review and reflects all the language the Board approved prior to my signature of the tentative agreement. The FOP has ratified the agreement. Attached is a resolution for the Board's consideration. The attached resolution and agreement will be placed on the September 18, 2023 Village Board consent agenda.

RESOLUTION # _____

A RESOLUTION OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS, APPROVING AN AGREEMENT BY AND BETWEEN THE VILLAGE OF FLOSSMOOR AND FLOSSMOOR FRATERNAL ORDER OF POLICE POLICE OFFICERS FOP LABOR COUNCIL

WHEREAS, the Village of Flossmoor, Cook County, Illinois (the "*Village*") is a duly organized and validly existing non-home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Fraternal Order of Police Labor Council (the "*Council*") and the Village have agreed upon all issues pertaining to rates of pay, hours of work and condition of employment applicable to all members of the bargaining unit represented by the Council as set forth in the Agreement attached hereto.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Flossmoor, Cook County, Illinois, as follows:

Section 1: That all of the recitals set forth above are incorporated herein as if fully restated in this Section 1.

Section 2: That the Agreement by and Between the Village of Flossmoor and Flossmoor Fraternal Order of Police, Police Officers FOP Labor Council, attached hereto and made a part hereof, is hereby approved and the Mayor and Village Clerk are hereby authorized and directed to execute and deliver said Agreement.

Section 3: This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Passed this ____ day of _____, 2023.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

AGREEMENT

Between

VILLAGE OF FLOSSMOOR, ILLINOIS

and

**FLOSSMOOR POLICE OFFICERS
FRATERNAL ORDER OF POLICE LABOR
COUNCIL**

MAY 1, 2023 through APRIL 30, 2026

<u>PREAMBLE</u>	<u>1</u>
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AGREEMENT

Between

VILLAGE OF FLOSSMOOR, ILLINOIS And FLOSSMOOR FRATERNAL ORDER OF POLICE POLICE OFFICERS FOP LABOR COUNCIL

MAY 1, 2023 through APRIL 30, 2026

PREAMBLE

THIS AGREEMENT entered into by the VILLAGE OF FLOSSMOOR, ILLINOIS (hereinafter referred to as the "Village" or the "Employer") and the FRATERNAL ORDER OF POLICE LABOR COUNCIL (hereinafter referred to as the "Council"), has as its basic purpose the promotion of harmonious relations between the Employer and the Council; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of an entire agreement covering all rates of pay, hours of work and conditions of employment applicable to bargaining unit employees.

Therefore, in consideration of the mutual promises and agreements contained in this Agreement, the Employer and the Council do mutually promise and agree as follows:

ARTICLE I RECOGNITION

Section 1.1. Recognition.

Consistent with the Act and in accord with the certification by the State of Illinois State Labor Relations Board in Case No. S-VR-45, The Village recognized the Council as the sole and exclusive collective bargaining representative of all of the employees in the unit set forth below, found to be appropriate for the purposes of collective bargaining.

Included: All full-time sworn police officers.

Excluded: All sworn peace officers of the rank of sergeant and above, and all supervisory, managerial and confidential employees as defined by the Act and all other employees of the Village of Flossmoor.

Section 1.2. Seniority.

Seniority for the purpose of this Agreement shall be defined as a police officer's length of continuous full time service with the Village since the officer's last date of hire. Seniority shall not include periods of unpaid leave time which are in excess of five (5) days.

Section 1.3. Probationary Period.

The probationary period shall be twelve (12) months in duration. This period may be extended 12 months to allow the probationary officer to complete Paramedic/EMT-B training and obtain certification from the State of Illinois, or for other good and sufficient reason. Time absent from duty or not served for any reason shall not apply toward satisfaction of the probationary period. During the probationary period, an officer is entitled to all rights, privileges or benefits under this Agreement, except that the Village may suspend or discharge a probationary officer without cause and such officer shall have no recourse to the grievance procedure or any other forum to contest such a suspension or discharge.

Section 1.4. Fair Representation.

The Council recognizes its responsibility as bargaining agent and agrees fairly to represent all employees in the bargaining unit, whether or not they are members of the Council.

Section 1.5. Gender.

Wherever the male gender is used in this Agreement, it shall be construed to include both males and females equally.

Section 1.6. Non-Discrimination.

Neither the Village nor the Council shall discriminate against any employee covered by this agreement in a manner contrary to state or federal law. The parties agree that the employer may, notwithstanding any other provisions of this agreement, take action that is in accord with what is legally necessary under the act in order to be in compliance with the Americans with Disabilities Act. Violations of Section 1.6 shall be subject to the grievance procedure up to step 4, but not arbitration.

Section 1.7 Residency

All officers shall reside within thirty (30) miles of the Village Hall.

ARTICLE II COUNCIL SECURITY AND RIGHTS

Section 2.1. Dues Check-off.

While this Agreement is in effect, the Village will deduct from each employee's paycheck once each pay period the uniform, regular monthly Labor Council dues for each employee in the bargaining unit who has filed with the Village a voluntary, effective check-off authorization in the form set forth in Appendix "A" of this Agreement. If a conflict exists between that form and this Article, the terms of this Article and Agreement

control. A Labor Council member desiring to revoke the dues check-off may do so by written notice to the Employer at any time during the thirty (30) day period prior to the annual anniversary date of the contract, in each year during the life of the contract. The actual dues amount deducted, as determined by the Labor Council, shall be uniform in nature for each employee in order to ease the Employer's burden of administering this provision. The amounts deducted shall be transmitted to the Illinois Fraternal Order of Police Labor Council's office at an address provided by the Labor Council.

If the Employee has no earnings due for that period, the Labor Council shall be responsible for collection of dues. The Labor Council agrees to refund to the employee any amounts paid to the Labor Council in error on account of this dues deduction provision. The Labor Council may change the fixed uniform dollar amount which will be considered the regular monthly fees once each year during the life of this Agreement. The Labor Council will give the Village thirty (30) days' notice of any such change in the amount of uniform dues to be deducted.

Section 2.2. Religion Exemption. Employees who are members of a church or religious body having a bona fide religious tenet or teaching shall pay an amount equal to their Union dues to a non-religious charitable organization mutually agreed upon by the employee and the FOP Labor Council. If the affected employee and the FOP Labor Council are unable to reach agreement on the organization, the organization shall be selected by the affected employee from an approved list of charitable organizations established by the Illinois State Labor Relations Board and the payment shall be made to said organization.

Section 2.3. Indemnification.

The Labor Council shall indemnify and hold harmless the Village, its elected representatives, officers, administrators, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village for the purpose of complying with the provisions of this Article, or in reliance on any written check-off authorization furnished under any of such provisions. If an improper deduction is made, the Labor Council shall refund directly to the employee any such amount and shall so notify the Village at least five (5) days prior to the issuance of the next payroll check.

Section 2.4. Lodge & Council Use of Bulletin Boards.

The Village will make available space on a bulletin board for the posting of Official Lodge & Council notices of a non-political, non-inflammatory nature. The Lodge & Council will limit the posting of Lodge & Council notices to such bulletin board.

ARTICLE III LABOR-MANAGEMENT MEETINGS

Section 3.1. Meeting Request.

The Council and the Employer agree that in the interest of efficient management and harmonious employee relations, that meetings be held if mutually agreed between

Council representatives or local steward and responsible administrative representatives of the Employer. Such meetings may be requested by either party at least seven (7) days in advance by placing in writing a request to the other for a "labor-management meeting" and expressly providing the agenda for such meeting. Such meetings and locations, if mutually agreed upon, shall be limited to:

- (a) discussion on the implementation and general administration of this Agreement;
- (b) a sharing of general information of interest to the parties; and
- (c) notifying the Council of changes in conditions of employment contemplated by the Employer which may affect employees.

Section 3.2. Content.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Specific grievances being processed under the grievance procedure shall not be considered at "labor-meetings" nor shall negotiations for the purpose of altering any or all of the terms of this Agreement be carried on at such meetings.

Section 3.3 Attendance.

Attendance at labor-management meetings shall be voluntary on the employee's part, and attendance during such meetings shall not be considered time worked for compensation purposes. Normally, three (3) persons from each side shall attend these meetings, schedules permitting. Attendance at such meetings shall not interfere with required duty time, and attendance, if during duty time, is permitted only upon prior approval of the Chief or Chief's designee and if approved shall not result in the docking of pay.

ARTICLE IV MANAGEMENT RIGHTS

Except as specifically limited by the express provisions of this Agreement, the Village retains all traditional rights to manage and direct the affairs of the Village in all its various aspects and to manage and direct its employees, including but not limited to the following: to plan, direct, control and determine all the operations and services of the Village; to supervise and direct the working forces; to establish the qualifications for employment and to employ employees; to schedule and assign work; to establish work

and productivity standards and, from time to time, to change those standards; to assign overtime; to determine the methods, means, organization and number of personnel by which such operations and services shall be made or purchased; to make, alter and enforce reasonable rules, regulations, orders and policies; to evaluate employees; to discipline, suspend and discharge employees for just cause (probationary employees without cause); to change or eliminate existing methods, equipment or facilities; and to carry out the mission of the Village provided, however, that the exercise of any of the above rights shall not conflict with any of the express written provisions of this Agreement.

ARTICLE V SUBCONTRACTING

It is the general policy of the Village to continue to utilize its employees to perform work they are qualified to perform. However, the Village reserves the right to contract out any work it deems necessary in the exercise of its best judgment and consistent with the Village's lawful authority under Illinois statutes, provided such subcontracting does not result in the layoff or reduction of force of any bargaining unit members.

ARTICLE VI HOURS OF WORK AND OVERTIME

Section 6.1. Application of Article.

This Article is intended only as a basis for calculating overtime payments, and nothing in this Agreement shall be construed as a guarantee of hours of work per day or per week.

Section 6.2. Normal Workweek and Workday.

Except as provided elsewhere in this Agreement, the normal workweek (Sunday through Saturday) shall consist of forty (40) hours per Departmental calendar week. Each officer shall be permitted to suspend patrol or other assigned activity for the purpose of having meals during their tours of duty up to thirty (30) minutes each day, work permitting.

Section 6.3. Changes in Normal Workweek and Workday.

The shifts, workdays and hours to which employees are assigned shall be stated on the regular Departmental work schedule. Should it be necessary in the interest of efficient operations to establish schedules departing from the normal workday or workweek, or to establish special schedules for shift employees, the Village will give at least seventy-two (72) hours written notice, where practicable, of such change to the individuals affected by such change. Prior to providing such notice, reasonable efforts will be made to seek agreeable changes to individual work schedules.

The parties agree that the language in Sections 6.4, 6.10, 19.4 and 19.7 of the contractual provisions have been changed but only to simplify existing language that is confusing or unnecessary. The parties intend no change to the current practice or interpretation of the provisions and characterize these changes as “housekeeping” matters, including revising typographical errors.

Section 6.4. Overtime Pay.

When any police officer is held over more than thirty (30) minutes beyond his regularly scheduled workday or duty shifts, he shall be paid at a rate of one and one-half (1-1/2) times the officer's regular rate of pay for each overtime hour worked beyond his regular scheduled workday, plus the added thirty (30) minutes, with such pay received in thirty (30) minute segments. Overtime may be approved or authorized by the employee's immediate supervisor or his designee.

(For sake of clarity, if an officer works thirty (30) minutes or less beyond his regular workday, he receives no overtime pay (i.e., pay at a rate of one and one-half times the officer's regular rate of pay); if an officer works between thirty-one (31) minutes up to sixty (60) minutes beyond his regular workday, he receives overtime pay for sixty (60) minutes regardless the minutes actually worked; if an officer works between sixty-one (61) minutes up to ninety (90) minutes beyond his regular workday, he receives overtime pay for ninety (90) minutes regardless the minutes actually worked; and so on.)

Section 6.5. Compensatory Time

Compensatory time is time off in lieu of overtime payment which is one and one-half (1-1/2) times the hours actually worked. An employee shall have the right to accumulate up to two hundred forty (240) hours of compensatory time at the employee's option. Compensatory time in excess of two hundred forty (240) hours may be accumulated where it is determined to be in the best interests of the Village and mutually agreed by the Village and the affected employee. In such situations, compensatory time shall be granted at such times and in such time blocks as are mutually agreed upon between the involved employee and his supervisor; permission to utilize compensatory time off shall not be unreasonably denied by the supervisor if operating requirements will not be adversely affected. The Village may buy back all but ninety-six (96) hours of compensatory time in the first pay period of April in each calendar year.

Section 6.6. Court Time.

Employees who would otherwise be off-duty shall be paid at the overtime rate of one and one-half (1-1/2) times their regular straight-time hourly rate of pay for all hours worked when appearing in court on behalf of the Village in the capacity of a commissioned officer or when preparing for an off-duty court appearance when in the presence of a prosecuting attorney; off-duty lunch periods shall not be counted toward hours worked. Employees will be paid overtime rates for a minimum of two (2) hours for all off-duty court time or actual time spent, whichever is greater.

Section 6.7. Call-Back Pay.

An employee called back to work after having left work shall receive a minimum of two (2) hours pay or the actual hours worked, whichever is greater, at overtime rates, as provided in Section 6.4 above, unless the time extends to his regular work shift or unless the individual is called back to rectify his own error.

Section 6.8. Required Overtime.

The Chief of Police or his designee(s) shall have the right to require overtime work and officers may not refuse overtime assignments.

In non-emergency situations, the Chief of Police or his designee(s) will take reasonable steps to assign overtime on a voluntary basis.

Overtime for shift coverage will be offered as follows:

Overtime shift coverage will be offered on a revolving list basis. The overtime eligibility list will be composed of all officers covered under the FOP contract listed in order by seniority excluding officers assigned to a full time specialty position e.g. (detective). The first shift coverage overtime available after the list is enacted will be offered to the most senior officer on the list. If he accepts the overtime the eligibility list will be updated with the word worked and the date in the box next to that officer's name. The next available overtime is offered to the next officer on the eligibility list. If an officer declines overtime *or* does not answer the phone call for overtime *and* does not call back within the grace period (explained below) he will not be offered overtime again until everyone on the list has been called.

There will be a 30 minute grace period to return a call for overtime. If overtime is offered the first call will be made to the next eligible officer on the list. If contact is not made or the officer declines the overtime the next officer on the list will be called without delay and this will continue until someone agrees to work the overtime. The person who agrees to work the overtime will be on standby for the next 30 minutes. If an eligible officer who is higher on the list for that overtime shift returns a call within the 30 minute grace period he will be granted the overtime. After the 30 minute grace period expires the overtime will be filled by the highest eligible officer* who agreed to work the overtime. Once it is determined who will work the overtime the eligibility list will be updated with a check mark in the box next to the officers names that either did not answer and did not call back or declined and the box next to the officer's name who worked the overtime will be filled with the word "Worked" and the date. The 30 minute grace period does not apply to overtime that must be worked within 2 hours. Any overtime that must be worked within 2 hours will be awarded to the first officer to accept the overtime.

If an officer is passed for overtime because he is on straight time for the scheduled overtime shift the box next to that officers name will be left blank and he will be the first officer contacted for the next scheduled overtime shift.

If an officer is on sick leave, vacation, compensatory leave, a personal day, or a floating holiday for the shift in which overtime is available, that officer is ineligible for the overtime assignment, except under exigent circumstances. In this case a check mark will be placed in the box next to the officer's name. That officer would not be offered shift coverage overtime again until the list made a full cycle.

All shift coverage overtime will be filled using the overtime eligibility list. We will no longer make a separation between overtime offered within 72 hours or after. In the event everyone on the list is called and no one agrees to work the overtime the overtime will be offered to officer's assigned to full time specialty units by seniority. If no officer assigned to a fulltime specialty unit agrees to work the overtime the overtime will be assigned to officers on the shift prior to the overtime shift, based on reverse seniority.

*highest eligible officers is relative to the list. If the number 10 officer is next on the list to be called for overtime but he does not answer the telephone and calls are made until the number 1 officer is called the number 10 officer would be granted the overtime shift over the number 1 officer if he called back within the 30 minute grace period.

(For sake of clarity, if the "responsible supervisor" does not act reasonably, the contract is violated and his/her actions may be the subject of a grievance.)

Section 6.9. No Pyramiding.

Compensation shall not be paid (or compensatory time taken) more than once for the same hours under any provision of this Article or Agreement.

Section 6.10. Outside Employment.

Employment by a unit of local government or hospital, as a security person, shall not be considered as a "private guard" for purposes of the Police Department Rules and shall be permitted when such unit of local government or hospital signs an indemnification agreement provided by the Village.

ARTICLE VII GRIEVANCE PROCEDURE

Section 7.1. Definition.

A "grievance" is defined as a dispute or difference of opinion raised by an employee or the Council against the Village involving an alleged violation of an express provision of this Agreement except that any dispute or difference of opinion concerning a matter or issue subject to the jurisdiction of the Flossmoor Police and Fire Commission, shall not be subject to the arbitration provisions of this Agreement, except as provided in Section 7.6.

Section 7.2. Procedure.

A grievance filed against the Village shall be processed in the following manner:

- Step 1: Any employee and/or Council Representative who has a grievance shall submit the grievance in writing, on the form attached as Appendix "C", to the employee's immediate supervisor or such person's designee, who shall be a supervisor not included in the bargaining unit, specifically stating that the matter is a grievance under this Agreement. The grievance shall contain a statement of the facts, the provision or provisions of this Agreement which are alleged to have been violated, and the relief requested. All grievances must be presented no later than five (5) business days from the date of the occurrence of the matter giving rise to the grievance or within five (5) business days after the employee, through the use of reasonable diligence, could have obtained knowledge of the occurrence of the event giving rise to the grievance. The immediate supervisor shall render a written response to the grievant within five (5) business days after the grievance is presented.
- Step 2: If the grievance is not settled at Step 1 and the employee, or the Council, if a Council grievance, wishes to appeal the grievance to Step 2 of the grievance procedure, it shall be submitted in writing to the appropriate Deputy Chief or next higher in command if the Deputy Chief is unavailable within five (5) business days of receipt of the Village's response in Step 1. The grievance shall specifically state the basis upon which the grievant believes the grievance was improperly denied at the previous step in the grievance procedure. The Deputy Chief shall investigate the grievance and, in the course of such investigation, shall offer to discuss the grievance within five (5) business days with the grievant and an authorized Council representative or local steward, if one is requested by the employee, at a time mutually agreeable to the parties. The Deputy Chief or designee shall provide a written answer to the grievant, or to the Council if a Council grievance, within five (5) business days following their meeting. A courtesy copy of any Non-Council grievance appealed to this step shall be provided to the Council upon receipt. A courtesy copy of the Deputy Chief's response shall be provided to the Council.
- Step 3: If the grievance is not settled at Step 2 and the employee, or the Council if a Council grievance, wishes to appeal the grievance to Step 3 of the grievance procedure, it shall be submitted within five (5) business days of receipt of the Village's response in Step 2 in writing designated as a grievance to the Police Chief. The grievance shall specifically state the basis upon which the grievant believes the grievance was improperly denied at the previous step in the grievance procedure. The Police Chief or his designee shall investigate the grievance and, in the course of such investigation, shall offer to discuss the grievance within five (5) business days with the grievant and an authorized Council representative or local steward if one is requested by the employee at a time mutually agreeable to the parties. The Police Chief or designee shall provide a written answer to the

grievant, or to the Council if a Council grievance, within five (5) business days following their meeting. A courtesy copy of the Chief's response shall be provided to the Council.

Step 4: If the grievance is not settled at Step 3 and the Council desires to appeal, it shall be referred by the Council in writing to the Village Manager within five (5) business days after receipt of the Village's answer in Step 3). Thereafter, the Village Manager or his designee and the Police Chief or other appropriate individual(s) as desired by the Village Manager, shall meet with the grievant, the Steward involved and an outside, non-employee representative of the Council if desired by the employee within five (5) business days of receipt of the Council's appeal, if at all possible. The Village Manager or designee shall submit a written answer to the Council within five (5) business days following the meeting.

Section 7.3. Arbitration.

If the grievance is not settled in Step 4 and the Council wishes to appeal the Grievance from Step 4 of the grievance procedure, the Council may refer the grievance to arbitration, as described below, within ten (10) business days of receipt of the Village's written answer as provided to the Council at Step 4:

- (a) The parties shall attempt to agree upon an arbitrator within five (5) business days after receipt of the notice of referral. In the event the parties are unable to agree upon the arbitrator within said five (5) day period, the parties shall jointly request the Federal Mediation and Conciliation Service of the American Arbitration Association to submit a panel of five (5) arbitrators. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Both the Village and the Council shall have the right to strike two names from the panel. The party requesting arbitration shall strike the first two names; the other party shall then strike two (2) names. The person remaining shall be the arbitrator.
- (b) The arbitrator shall be notified of his/her selection and shall be requested to set a time and place for the hearing, subject to the availability of Council and Village representatives.
- (c) The Village and the Council shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and the Council retain the right to employ legal counsel.
- (d) The arbitrator shall submit his/her decision in writing, within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.

- (e) More than one grievance may be submitted to the same arbitrator if both parties mutually agree in writing.
- (f) The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and the Council; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

Section 7.4. Limitations on Authority of Arbitrator.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement and to issue an appropriate award, if any. The arbitrator shall be empowered to determine the issue raised by the grievance as submitted in writing at Step 2. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall be without power to make any decision or award which is contrary to or inconsistent with, in any way, applicable laws, or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village under law and applicable court decisions. Any decision or award of the arbitrator rendered within the limitations of this Section 7.4 shall be final and binding upon the Village, the Council and the employees covered by this Agreement.

Section 7.5. Time Limit for Filing.

No grievance shall be entertained or processed unless it is submitted at Step 1 within five (5) business days after the occurrence of the event giving rise to the grievance or within five (5) business days after the employee, through the use of reasonable diligence, could have obtained knowledge of the occurrence of the event giving rise to the grievance. A "business day" is defined as a calendar day exclusive of Saturdays, Sundays or holidays. If a grievance is not presented by the employee or the Council within the time limits set forth above, it shall be considered "waived" and may not be further pursued by the employee or the Council. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Village's last answer. If the Village does not answer a grievance or an appeal thereof within the specified time limits, the aggrieved employee and/or the Council may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step.

Section 7.6. Employee Rights.

The Uniform Peace Officers Disciplinary Act, 50 ILCS 725/1 *et seq.*, shall be incorporated herein as in Appendix "D", except as modified by this Section 7.6.

In addition, an officer shall have the right to have a Council Representative present during any meeting with a supervisor provided that the officer requests a Council Representative, and further provided that the officer reasonably believes that disciplinary action is being contemplated. Such meeting shall be reasonably delayed if a Council Representative is not immediately available. The right to have a Council Representative present shall not apply to informal discussions intended solely to ascertain relevant facts when discipline is not contemplated.

Employees shall have all rights as set forth in 65 ILCS 5/10-2.1-17, to have their discipline cases reviewed by the Board of Fire and Police Commissioners. Employees shall have the alternative right to file grievances on their discipline cases, commencing at Step 3. The grievance procedure and the hearing process by the Board of Fire and Police Commissioners are mutually exclusive and no relief shall be available under the grievance procedure for any action heard before the Board of Fire and Police Commissioners. The filing of a discipline election form is mandatory. Furthermore, the filing of a grievance involving employee discipline shall act as a specific waiver by the Council and the employee involved of the right to challenge the same matter before the Board of Fire and Police Commissioners. In addition, employees initially seeking review by the Board of Fire and Police Commissioners may not subsequently elect to file a grievance.

Discipline charges shall be filed with the Board of Fire and Police Commissioners and copies shall be sent to the Council.

A hearing before the Board of Fire and Police Commissioners, if any, shall be conducted under the applicable rules and regulations of the Commission and the applicable statute.

A hearing before an arbitrator selected under the procedures of this collective bargaining agreement shall be conducted in the same manner as an arbitration proceeding provided by this collective bargaining agreement.

ARTICLE VIII NO STRIKE - NO LOCKOUT

Section 8.1. No Strike.

Neither the Council nor any officers, agents or employees will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, sit-down, concerted stoppage of work, concerted refusal to perform overtime, concerted, abnormal and unapproved enforcement procedures or policies or work to the rule situation, concerted mass resignations, mass absenteeism, picketing or any other intentional interruption or disruption of the operations of the Village, regardless of the reason for so doing. Any employees who violate any of the provisions of this Article may be discharged or otherwise disciplined by the Village.

Each employee who holds the position of officer or steward of the Council occupies a position of special trust and responsibility in maintaining and bringing about compliance

with the provisions of this Article. In addition, in the event of a violation of this Section of this Article the Council agrees to inform its members of their obligations under this Agreement and to direct them to return to work.

Section 8.2. No Lockout.

The Village will not lock out any employees during the term of this Agreement as a result of a labor dispute with the Council.

Section 8.3. Penalty.

The only matter which may be made the subject of a grievance concerning disciplinary action imposed for an alleged violation of Section 8.1 is whether or not the employee actually engaged in such prohibited conduct. The failure to confer a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent.

Section 8.4. Judicial Restraint.

Nothing contained herein shall preclude the Village or the Council from obtaining judicial restraint and damages in the event the other party violates this Article.

**ARTICLE IX
HOLIDAYS**

Section 9.1. Floating Holidays.

Employees shall receive at the start of each fiscal year, thirteen (13) floating holidays per year (a total of one hundred four (104) hours for employees whose regularly scheduled shift is eight hours; one hundred ten and one half (110 ½) hours for employees whose regularly scheduled shift is eight and one half hours). Floating holidays must be scheduled to meet shift requirements and shall not be scheduled so as to require other officers to work overtime. Employees shall request approval of a floating holiday from their supervisor, with consent of the Chief or his designee in advance of such requested day, and such requests shall not be unreasonably denied.

**ARTICLE X
LAYOFF AND RECALL**

Section 10.1. Layoff.

The Village, in its discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off in accordance with their length of service as provided in Illinois Statutes, 65 ILCS 5/10-2.1-18 as it exists on April 1996.

Except in an emergency, no layoff will occur without at least five (5) calendar days notification to the Council. The Village agrees to consult the Council, upon request, and afford the Council an opportunity to propose alternatives to the layoff, though such consultation shall not be used to delay the layoff.

Section 10.2. Recall.

Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employees who are still on the recall list shall be recalled in the reverse order of their layoff, provided they are fully qualified to perform the work to which they are recalled without further training.

Employees who are eligible for recall shall be given thirty (30) calendar days' notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to the Council, provided that the employee must notify the Police Chief or his designee of his intention to return to work within fourteen (14) days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Police Chief or his designee with his latest mailing address. If an employee fails to timely respond to a recall notice his name shall be removed from the recall list.

ARTICLE XI VACATIONS

Section 11.1. Eligibility and Allowances.

Every employee shall be eligible for paid vacation time after the completion of their probationary period with the Employer. Employees shall start to earn vacation allowance as of their date of hire. Vacation allowances shall be earned monthly, based on the following schedule:

<u>Length of Continuous Service</u>	<u>Working Hours Vacation Per Year</u>
After 1 year	80
After 5 years	120
After 10 years	120 hours plus 8 additional hours for each year of service completed after the 10 th year to a maximum of 200 hours annually.

Employees shall earn vacation allowance for any month in which they receive compensation for more than one hundred twenty (120) hours of work. The application of

the above vacation schedule shall not reduce a bargaining unit members current vacation accrual amounts.

Section 11.2. Vacation Pay.

The rate of vacation pay shall be the employee's regular straight-time rate of pay in effect for the employee's regular job classification on the pay day immediately preceding the employee's vacation.

Section 11.3. Scheduling.

Bargaining Unit Employees shall be awarded vacation time by the Village in accordance with Village service needs and the employee's seniority. Sixty (60) days prior to the start of each fiscal year, March 1st, the Village will post a vacation schedule indicating those times when employees will be able to select first round vacation preferences. During the sixty (60) day posting period, seniority shall control within the shift if more employees desire a vacation period than the Village will allow off on vacation. The most senior employee shall select one increment of vacation time, or pass, first followed by the next senior employee and so forth until all employees have selected or passed on the first increment. The same process shall be followed for the second increment and the third increment. After the beginning of the fiscal year, May 1st, vacations shall be selected on a first requested, first received basis, subject to the scheduling needs which are paramount. Employees will be required to take vacation days within one (1) year from the dates they are accrued, except upon written approval of the Village Manager. Vacations shall be taken in minimum increments of four (4) working days, though shorter periods may be taken upon specific written approval of the Chief of Police, provided that such shorter periods do not incur overtime.

Section 11.4. Emergencies.

Where a vacation day is needed for emergency reasons the employee will notify the Village as soon as possible of such need. If the Village is able to arrange suitable coverage for the employee's work, the employee may, at the Village's discretion, be given the requested day(s) of as vacation or compensatory day(s) off, provided the employee has the requisite number of approved vacation or compensatory day(s) available.

Section 11.5. Personal Days

Employees shall receive 8.5 personal hours per year, to be taken in increments of no less than one (1) hour.

ARTICLE XII SICK LEAVE

Section 12.1. Purpose.

Sick leave with pay is provided as a benefit in recognition that employees do contract various illnesses from time to time and that their financial resources may be diminished in such instances if pay is discontinued, and that it may not be in the best interest or health of the employee or fellow employee for them to work while sick. To the extent permitted by law, sick employees are expected to remain at home unless hospitalized, visiting their doctor or licensed health care provider, acting pursuant to reasonable instructions for care or caring for a sick member of the immediate family. Unfortunately, sick leave abuse sometimes occurs. The parties agree that sick leave abuse is a very serious offense, and the parties further agree that the Village shall ferret out sick leave abuse with the Council assisting in all ways possible as requested by the Village.

Section 12.2. Allowance.

Any employee contracting, or incurring any non-service connected sickness or disability, or if such sickness or disability occurs involving an individual in the employee's immediate family for whom the employee provides care (defined as the employee's legal spouse, children, step children, parents, parents of spouse or step-parents), the employee shall receive sick leave with pay.

Section 12.3. Days Earned in Accumulation.

Employees shall be allowed six (6) hours of sick leave for each month of service, to a maximum of one thousand forty (1,040) to protect the employee during extended illness. Sick leave shall be earned by an employee for any month in which the employee is compensated for the equivalent of more than eighty (80) hours of work, however, disability or sick leave shall not be considered the equivalent of hours of work. Sick leave cannot be taken before it is actually earned.

Section 12.4. Notification.

Notification of absence due to sickness shall be given to the Village as soon as possible on the first day of such absence and every day thereafter (unless this requirement is waived by the Chief), but no later than two (2) hours before the start of the employee's work shift unless it is shown that such notification was impossible. The notice required for an employee working the 8 a.m. to 4 p.m. shift shall be one (1) hour. Failure to properly report an illness may be considered as absence without pay and may subject the employee to discipline, as well.

Section 12.5. Medical Examination.

The Village may, at its discretion, require an employee to submit a physician's verification of illness for any illness immediately preceding or following a paid leave day (holiday, personal, vacation day, etc.) or when there exists cause to believe there may be sick leave abuse. If it is a family member who is sick, the Employer may require a licensed health care provider's verification of the illness. The Village shall advise the employee, within four (4) hours of the notice to the Village, that a licensed health care provider's verification will be required.

Section 12.6. Sick Leave Buy Back.

Employees shall be eligible to "cash in" unused sick days each year on the following basis:

Sick Days Used	Sick Days Available to "Cash in"
0	3
1	2
2	1
3 or more	0

Payments to employees of "cashed in" sick time will occur in the first pay period of December of each year. Employees may not utilize this option in their first year employment. No sick leave buy back is permitted from accumulated sick leave.

ARTICLE XIII ADDITIONAL LEAVES OF ABSENCE

Section 13.1. Discretionary Leaves.

The Village may grant a leave of absence under this Article to any bargaining unit employee where the Village determines there is good and sufficient reason. The Village shall set the terms and conditions of the leave, including whether or not the leave is to be with pay.

Section 13.2. Application for Leave

Any request for a leave of absence shall be submitted in writing by the employee to the Police Chief or his designee as far in advance as practicable. The request shall state the reason for the leave of absence and the approximate length of time off the employee desires. Authorization for leave of absence shall, if granted, be furnished to the employee by his immediate supervisor and it shall be in writing.

Section 13.3. Military Leave.

Military leave and benefits shall be granted in accordance with applicable law.

Section 13.4. Jury Leave.

Employees covered by this Agreement who are required to serve on a jury shall sign their jury duty checks over to the Village. The Village shall compensate such employees, at their regular rate of pay, for each hour actually spent on jury duty up to the amount of hours based upon the officer's regular shift schedule per day.

Section 13.5. Bereavement Leave.

In the event of death in the immediate family (defined as the employee's legal spouse, children, step-children, parents, parents of spouse, step-parents, brothers, sisters, brothers in-law, grandparents, grandparents-in-law, stepbrothers, stepsisters, grandchildren and sisters-in-law and significant other), an employee shall be granted up to three (3) scheduled work days as funeral leave if the employee attends the funeral. One scheduled work-day will be granted in the event of the death of an aunt or uncle, if the employee attends the funeral. Leave beyond such three (3) days may, upon approval of the Police Chief or his designee, be taken if charged to the employee's sick leave accrual account or taken as part of accrued time off if the employee has accrued time coming, at the employee's option.

In accordance with the Family Bereavement Leave Act, 820 ILCS 154/1, eligible employees shall be entitled to a total of ten (10) workdays of unpaid bereavement leave to (1) attend the funeral or alternative to a funeral of a covered family member; (2) make arrangements necessitated by the death of the covered family member; (3) grieve the death of the covered family member or (4) be absent from work due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party; (iv) a failed pregnancy or fertility; or (vi) a stillbirth. Any paid leave from the above paragraph will run concurrently with unpaid leave under this provision. Such leave must be completed within sixty (60) days after the date on which the employee receives notice of the death of the family member or within sixty (60) days after the occurrence of one of the events listed above. In the event of the death of more than one family member in a 12-month period, and/or an employee experience(s) one of the events listed above, an eligible employee is entitled to up to six (6) weeks of unpaid family bereavement leave during that twelve (12) month period.

Section 13.6. Leave for Illness or Injury.

- (a) In the event an employee is unable to work by reason of illness, or injury (including those compensable under workers' compensation), the Village may grant a leave of absence without pay during which time seniority shall not accrue

for so long, as the employee is unable to work, except that for a work-related injury compensable under workers' compensation, an employee shall accrue seniority for the first twelve (12) months of leave.

(b) To qualify for such leave, the employee must report the illness or injury as soon as the illness or injury is known, and thereafter furnish to the Police Chief or his designee a licensed health care provider's written statement showing the nature of the illness or injury and the estimated length of time that the employee will be unable to report for work, together with a written application for such leave. Thereafter, during such leave, the employee shall furnish a current report from the attending licensed health care provider at the end of every forty-five (45) day interval, unless such is waived in writing by the Village.

(c) Before returning from leave of absence for injury or illness, or during such leave, the employee at the discretion of the Village may be required to have a physical examination by a doctor designated by the Village to determine the employee's capacity to perform work assigned. A leave of absence for illness or non-job-related injury will under no circumstances be granted until an employee's entire accrued sick leave is first reduced to twelve (12) days.

Section 13.7. Benefits While on Leave.

(a) Unless otherwise stated in this Article or otherwise required by law, length of service shall not accrue for an employee who is on an approved non-pay leave status. Accumulated length of service shall remain in place during that leave and shall begin to accrue again when the employee returns to work on a pay status. Unless otherwise stated in this Article, an employee returning from leave will have his seniority continued after the period of the leave. Upon return, the Village will place the employee in his or her previous job if the job is vacant; if not vacant, the employee will be placed in the first available opening in his classification or in a lower-rated classification according to the employee's seniority, where skill and ability to perform the work without additional training, is equal.

(b) If, upon the expiration of a leave of absence, there is no work available for the employee or if the employee could have been laid off according to his seniority except for his leave, he shall go directly on layoff.

(c) During the approved leave of absence or layoff under this Agreement, the employee shall be entitled to coverage under applicable group and life insurance plans to the extent provided in such plan(s), provided the employee makes arrangements for the change and arrangements to pay the entire insurance premium involved, including the amount of premium previously paid by the Village.

Section 13.8. Employment Elsewhere.

Except in an exceptional case and under conditions determined by the Village a leave of absence will not be granted to enable an employee to try for or accept employment elsewhere or for self-employment.

Employees who engage in employment elsewhere during such leave without specific written approval of the Village may immediately be terminated by the Village.

Section 13.9. Family Medical Leave.

The Village agrees to comply with the Family Medical Leave Act of 1993 and the rules and regulations issued in conjunction therewith. The parties agree that the Employer may adopt policies to implement the Family Medical Leave Act of 1993 and the rules and regulations that are in accord with what is legally permissible under the Act.

**ARTICLE XIV
TUITION REFUND PROGRAM**

Section 14.1. Tuition Reimbursement Program.

When a full-time employee is enrolled in an accredited university, college or adult education program and the course and/or degree program being undertaken is related to his duties with the Village, the following tuition reimbursement plan shall apply when prior written approval for such reimbursement has been received from the Department Head and the Village Manager. Such approval may be refused at the Manager's discretion.

Section 14.2. Payment.

The Village shall, upon receiving a payment receipt consistent with the requirements of Section 14.1, reimburse the employee one hundred percent (100%) contingent upon a grade of "C" or above. There shall be no reimbursement for grades below "C" nor any other educational incentive pay.

Section 14.3. Courses During Working Hours.

The Village Manager may, in his discretion, grant an employee time off from work to attend a school course during working hours. A request for time off must be in writing, and will not be considered unless it is shown that it is necessary to take the course during regular working hours and that the time off will not cause a manpower shortage or detract from the employee's work.

**ARTICLE XV
WAGES**

Section 15.1. Wage Schedule.

Employees shall be compensated in accordance with the wage schedule attached to this Agreement and marked Appendix "B". The attached wage schedule shall be considered part of this Agreement.

Section 15.2. Merit Pay.

In addition to its annual wage and benefit determination, the Village may award merit pay increases to employees as the Village determines appropriate.

Section 15.3. Shift Leader Compensation.

Effective May 1, 2023: \$128.98 per pay period added to the base salary.

Section 15.4. Detective Compensation.

Effective May 1, 2023: \$128.98 per pay period added to the base salary.

Section 15.5. Acting Shift Leader Compensation.

Effective May 1, 2023: When an officer is assigned as Acting Shift Leader, and he is not a Shift Leader or Detective, he shall receive a minimum stipend of \$60.16 a month, added to the base salary for pension and overtime purposes after twelve months, with an additional payment of \$30.07 per day for each such duty for four (4) or more hours in that day, when there are more than two (2) such occurrences in a one month period, which additional sum is not included for pension and overtime purposes. Further, for employees who occasionally work as Acting Shift Leaders the amount of \$30.07 per day for each such duty for four (4) or more hours in that day shall apply.

Section 15.6 Field Training Officer.

An officer assigned and serving as a Field Training Officer shall be paid one (1) hour of additional pay for each day while actively training.

Section 15.7 Training Classes.

Officers assigned to attend training classes by the Chief of Police shall receive a regular work day's pay for all training classes of six (6) hours or more.

The parties agree to change Sections 11.1, 11.5 and 12.3 of the contractual provisions to convert "days" into "hours", in addition to similar changes to floating holidays. The Union has agreed to these changes only because the employees are on and remain on an eight (8) hour shift and the Union retains the right to bargain

replacement provisions should the Employer ever announce any interest in changing the length of a shift (e.g., from eight hours to twelve hours).

ARTICLE XVI UNIFORM ALLOWANCE

Employees who are required to wear and regularly and continuously maintain prescribed items of uniform clothing and personal equipment shall receive one thousand five hundred dollars (\$1,500.00) during the first week of employment to purchase such clothing and equipment. Payment of such amount shall be made to the supplier upon submission of invoices for approved purchase requisitions. Clothing and equipment shall be purchased from a reputable clothier selected by the Village. Employees shall be required to clean and maintain such items properly. Annually thereafter, such employees shall receive an annual uniform maintenance allowance not to exceed seven hundred dollars (\$700.00). Detectives shall receive a check for seven hundred (\$700.00) each May 1st, and an additional one hundred dollars (\$100.00) uniform maintenance allowance as provided above. Payment of such annual allowance shall be made to the supplier upon submission of invoices for approved purchase requisitions except that detectives shall receive a direct check for the uniform maintenance allowance. Purchases may include a flashlight, batteries, attache case and clipboard according to specifications established by the department. All officers shall receive quarterly notices of their remaining balances.

ARTICLE XVII INSURANCE

Section 17.1. Coverage.

The Village shall continue to try to make available to non-retired employees and their dependents substantially similar group health and hospitalization insurance and life insurance coverage and benefits as existed prior to the signing of this Agreement. The Village will comply with state law with respect to health insurance coverage for retirees, disabled employees and their dependents. The retiree or disabled employee shall be responsible for the payment of the premiums associated with such coverage. Arrangements for payment of premiums to the Village should be made with the Village Manager or designee. The Village reserves the right to change insurance carriers or benefit levels or to self-insure as it deems appropriate.

The Village will use its best efforts to try to insure that employee benefits are substantially similar to those which predated this Agreement, but because the Village is a member of an insurance pool it cannot guarantee such benefits.

Section 17.2. Cost.

The Village will continue to pay 80% of the cost of the premiums for full-time employees' individual coverage and 80% of the cost of the premiums for full-time employees' dependent group health and hospitalization coverage during this agreement.

Section 17.3. Cost Containment.

The Village reserves the right to institute cost containment measures relative to insurance coverage, and will use its best efforts to try to insure that the basic level of insurance benefits will remain substantially the same. Such changes may include, but are not limited to; mandatory second opinions for elective surgery, pre-admission and continuing admission review, prohibition on weekend admissions except in emergency situations, and mandatory out-patient elective surgery for certain designated surgical procedures.

Section 17.4. Life Insurance.

The Village shall continue to provide to all full-time employees covered by the Agreement, at no cost to the employee, life insurance coverage in the amount of \$25,000. Full-time employees covered by this agreement shall have an option to acquire an additional \$25,000 worth of coverage at their own expense.

ARTICLE XVIII EMPLOYEE FITNESS

In order to maintain and improve efficiency in the Police Department, to protect the public and to reduce insurance costs and risks, the Village has established a physical fitness program, which includes individualized goals. While employees may be required to participate in such program, no employee will be disciplined for failure to meet any goals that may be established as long as the employee makes a good faith effort to meet such goals. Employees are required to perform aerobic exercises which are designed to achieve and maintain a good level of fitness. Statistics compiled by the Institute for Aerobic Research, Dallas, Texas are currently being used to establish fitness goals and to measure progress toward meeting and maintaining those goals.

Employees will be allowed three hours per week, time permitting, of duty time for exercise in the workout room on equipment provided by the Village. The Village maintains the right to terminate this program at any time at its sole discretion. Prior to any termination of this program the Village shall meet with the Council representative to discuss such termination.

ARTICLE XIX EMPLOYEE ALCOHOL AND DRUG TESTING

Section 19.1. Statement of Policy.

It is the policy of the Village of Flossmoor that the public has the absolute right to expect that persons employed by the Village in its Police Department will be free from the effects of drugs and alcohol. The Village, as the employer, has the right to expect its employees to report for work fit and able for duty and to set a positive example for the

community. The purposes of this policy shall be achieved in such manner as not to violate any established constitutional rights of the officers of the Police Department.

Section 19.2. Prohibitions.

Officers shall be prohibited from:

- (a) Consuming or possessing alcohol at any time during or just prior to the beginning of the work day;
- (b) Possession, using, selling, purchasing or delivering any illegal drug at any time and at any place except as may be necessary in the performance of duty;
- (c) Failing to report to the employee's supervisor any known adverse side effects of medication or prescription drugs which the employee may be taking.
- (d) Being on duty with a blood alcohol concentration of greater than .001.

Section 19.3. Drug and Alcohol Testing Permitted.

Where the Village has reasonable suspicion to believe that: (a) an officer is being affected by the use of alcohol; or (b) has abused proscribed drugs; (c) has used illegal drugs; or (d) involved in a mandatory testing incident, the Village shall have the right to require the officer to submit to alcohol or drug testing as set forth in this Agreement. The Village may also require an officer to randomly submit to alcohol or drug testing where the employee is voluntarily assigned to a departmental drug enforcement group for a period of at least thirty (30) days and where such officer's duties are primarily related to drug enforcement. The foregoing shall not limit the right of the Village to conduct any tests it may deem appropriate for persons seeking employment as police officers prior to their date of hire, or upon promotion to another position within the Department.

Mandatory testing incident means an incident where a person is killed or seriously injured while the officer is on duty:

- (a) as a result of the discharge of a firearm by a police officer, or
- (b) as a result of the application of physical force by a police officer, or
- (c) while detained by a police officer, or while in police custody, or
- (d) in the circumstances involving a motor vehicle.

Section 19.4. Order To Submit To Testing.

- (a) Within forty-eight (48) hours of the time the officer is ordered to testing authorized by this Agreement, the Village shall provide the officer with a

written notice setting forth the facts and inferences which form the basis of the order to test. Refusal to submit to such test may subject the employee to discipline, but the officers' taking of the test shall not be construed as a waiver of any objection or rights that he or she may possess.

- (b) Pursuant to 50 ILCS 727/1-25, when an officer discharges his or her firearm, causing injury or death to a person or persons, during the performance of his or her official duties or in the line of duty, such officer must submit to drug and alcohol testing. The drug and alcohol testing must be completed as soon as practicable after the officer involved shooting but no later than the end of the involved officer's shift or tour of duty, if possible.

Section 19.5. Test To Be Conducted.

In conducting the testing authorized by this Agreement, the Village shall:

- (a) Use only a clinical laboratory or hospital facility which is certified by the State of Illinois to perform drug and/or alcohol testing.
- (b) Establish a chain of custody procedure for both the sample collection and testing that will ensure the integrity of the identity of each sample and test result.
- (c) Collect a sufficient sample of the same bodily fluid or material from an officer to allow for initial screening, a confirmatory test, and a sufficient amount to be set aside reserved for later testing if requested by the officer.
- (d) Collect samples in such a manner as to preserve the individual officer's right to Privacy while insuring a high degree of security for the sample and its freedom from adulteration. Officers shall not be witnessed by anyone while submitting a sample except in circumstances where the laboratory or facility does not have a "clean room" for submitting samples or where there is reasonable suspicion that the officer may attempt to compromise the accuracy of the testing procedure.
- (e) Confirm any sample that tests positive in initial screening for drugs by testing the second portion of the same sample by gas chromatography/mass spectrometry (GC/MS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected drug, or drug metabolites.
- (f) Provide the officer tested with an opportunity to have the additional sample tested by a clinical laboratory or hospital facility of the officer's choosing, at the officer's own expense, provided the officer notifies the Village within seventy-two (72) hours of receiving the results of the test.
- (g) Require that the laboratory or hospital facility report to the Village that a blood or urine sample is positive only if both the initial screening and confirmation test are positive for a particular drug. The parties agree that should any information concerning such testing or the results thereof be obtained by the

Village inconsistent with the understandings expressed herein (e.g., billings for testing that reveal the nature or number of tests administered), the Village will not use such information in any manner or form adverse to the officer's interests.

(h) Require that with regard to alcohol testing, for the purpose of determining whether the officer is under the influence of alcohol, test results showing an alcohol concentration of .010 or more based upon the grams of alcohol per 100 millimeters of blood be considered positive

(i) Provide each officer tested with a copy of all information and reports received by the Village in connection with the testing and the results.

(j) Insure that no officer is the subject of any adverse employment action except emergency temporary reassignment or relief of duty during the pendency of any testing procedure.

Section 19.6. Right To Contest.

If disciplinary action is not taken against an employee based in whole or in part upon the results of a drug or alcohol test, the Council and/or the officer, with or without the Council, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the order to submit to the test, the right to test, the administration of the tests, the significance and accuracy of the test, or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the grievance procedure. Further, if disciplinary action is taken against an officer based in part upon the results of a test, then the Council and/or the officer, with or without the Council, shall have the right to file a grievance concerning any portion of the test, then the Council and/or the officer, with or without the Council, shall have the right to contest any testing permitted by this Agreement before the Fire and Police Commission or through the grievance procedure. Any evidence concerning test results which is obtained in violation of the standards contained in this Article shall not be admissible in any disciplinary proceeding involving the officer.

Section 19.7. Voluntary Request For Assistance.

The Village shall take no adverse employment action against any officer who voluntarily seeks treatment, counseling or other support for an alcohol or drug related problem, other than the Village may require reassignment of the officer with pay if he is unfit for duty in his current assignment. The foregoing is conditioned upon:

- (a) The officer agreeing to appropriate treatment as determined by the physician(s) involved;
- (b) The officer discontinues his use of illegal drugs or abuse of alcohol;

- (c) The officer completes the course of treatment prescribed, including an "after-care" group, for a period of up to twelve (12) months;
- (d) The officer agrees to submit to random testing during hours of work during the period of "after-care".

Officers who do not agree to or do not act in accordance with the foregoing shall be subject to discipline, up to and including discharge. This Article shall not be construed as an obligation on the part of the Village to retain an officer on active status throughout the period of rehabilitation if it is appropriately determined that the officer's current use of alcohol or drugs prevents such individual from performing the duties of a police officer or whose continuance on active status would constitute a direct threat to the property and safety of others. Such officer shall be afforded the opportunity, at his option, to use accumulated paid leave or take an unpaid leave of absence pending treatment.

ARTICLE XX MAINTENANCE OF ECONOMIC BENEFITS

All economic benefits which are not set forth in this Agreement and are currently in effect shall continue and remain in effect until such time as the Village shall notify the Council of its intention to change them. Upon such notification, and if requested by the Council, the Village shall meet and discuss such change before it is finally implemented by the Village. Any change made without such notice shall be considered temporary pending the completion of such meet and confer discussions. If the Council becomes aware of such a change and has not received notification, the Council must notify the Village as soon as possible and request discussions if such discussions are desired. The failure of the Council to request discussions shall act as a waiver of the right to such discussions by the Council.

ARTICLE XXI POLICE AND FIRE COMMISSION

The parties recognize that the Police and Fire Commission of the Village of Flossmoor has certain statutory authority over employees covered by this Agreement, including but not limited to the right to make, alter and enforce rules and regulations. Nothing in this Agreement is intended in any way to alter, replace or diminish the authority of the Police and Fire Commission, except as specifically provided in Section 7.6 hereof.

ARTICLE XXII IMPASSE RESOLUTION

The remedies for the resolution of any bargaining impasse shall be in accordance with the Illinois Public Labor Relations Act, as amended 5 ILCS 315/14, as it exists on the execution date of this Agreement.

ARTICLE XXIII SAVINGS CLAUSE

In the event any Article, section or portion of this Agreement should be held invalid and unenforceable by any Board, Agency or Court of competent jurisdiction, such decision shall apply only to the specific Article, section or portion thereof specifically specified in the Board, Agency or Court decision; and upon issuance of such a decision, the Village and the Council agree to immediately begin negotiations on a substitute for the invalidated Article, section or portion thereof.

ARTICLE XXIV ENTIRE AGREEMENT

This Agreement constitutes the complete and entire agreement between the parties, and concludes collective bargaining between the parties for its term except where specifically stated otherwise. This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement. If a past practice is not addressed in the Agreement, it may be changed by the Employer as provided in the Management Rights clause, Article 4.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or ordinance from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE XXV TERMINATION

Section 25.1. Termination in 2026.

This Agreement shall be effective as of the day after the contract is executed by both parties and shall remain in full force and effect until 11:59 p.m. on the 30th day of April, 2026. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least sixty (60) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than forty-five (45) days prior to the anniversary date.

Executed this _____ day of _____, 2023.

VILLAGE OF FLOSSMOOR

FRATERNAL ORDER
OF POLICE LABOR COUNCIL

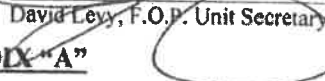
Mayor


Timothy Biron, FOP Representative

Village Clerk


Elmer Bauch, F.O.P. Unit President


Eddie Salsbery, F.O.P. Unit Vice President


David Levy, F.O.P. Unit Secretary

APPENDIX "A"

DUES AUTHORIZATION FORM
ILLINOIS FRATERNAL ORDER OF POLICE LABOR COUNCIL

I, _____ (insert your name), understand that under the U.S. Constitution I have a right not to belong to a union. By my signature I hereby waive this right and opt to join the IL FOP Labor Council.

I, _____ (insert your name), hereby authorize my Employer, _____ (insert unit name), to deduct from my wages the uniform amount of monthly dues set by the Illinois Fraternal Order of Police Labor Council, for expenses connected with the cost of negotiating and maintaining the collective bargaining agreement between the parties and to remit such dues to the Illinois Fraternal Order of Police Labor Council as it may from time to time direct. In addition, I authorize my Employer to deduct from my wages any back dues owed to the Illinois Fraternal Order of Police Labor Council from the date of my employment, in such manner as it so directs.

Date: _____

Signed: _____

Address: _____

City: _____

State: _____ Zip: _____

Telephone: _____

Personal E-mail: _____

Employment Start Date: _____

Title: _____

----- **Employer, please remit all dues deductions to:**

Illinois Fraternal Order of Police Labor Council
Attn: Accounting
974 Clock Tower Drive
Springfield, Illinois 62704
(217) 698-9433

Dues remitted to the Illinois Fraternal Order of Police Labor Council are not tax deductible as charitable contributions for federal income tax purposes; however, they may be deductible on Schedule A of Form 1040 as a miscellaneous deduction. Please check with your tax preparer regarding deductibility.

APPENDIX "B"

Section 1. Pay Plan.

The Village shall utilize a six (6) step pay plan for police officers as shown below. The steps in the pay plan shall be as follows:

Step	Start	2	3	4	5	6
May 1, 2023	\$62,397	\$73,249	\$80,166	\$87,068	\$93,974	\$102,301
May 1, 2024	\$64,425	\$75,630	\$82,771	\$89,898	\$97,028	\$105,625
May 1, 2025	\$66,841	\$78,466	\$85,875	\$93,269	\$100,667	\$109,586

Section 2. Nationwide Plan

The Village agrees to participate in the Nationwide PEHP for patrol officers covered by this Collective Bargaining Agreement in accordance with the terms and conditions of the Plans Participation Agreement. The parties to this Collective Bargaining Agreement designate Nationwide Retirement Solutions to act as Plan Administrator for the Plan, or its successors appointed in accordance with the Plan and Trust documents.

The Village's contribution to the Nationwide Plan shall be as follows:

- a.) 105 (h) Universal Reimbursement Account.
The Village shall pay an amount, each pay period, for each officer, which is equal to three (3) days base pay of the average officer, on May 1, divided by twenty-six (26).

b.) 106 Insurance Premium Reimbursement Account.

The Village shall pay an amount each pay period, for each officer, which is equal to two percent (2%) of the officer's base pay for the pay period.

For purposes of comparing comparable communities' base wages, the amounts paid by the Village, under this subparagraph, shall be added to the amounts shown in section 1 above.

Section 3. Retroactivity.

All officers covered by this Agreement who are at the top rate of pay and who are still on the active payroll as of the beginning of the payroll period immediately following ratification of this Agreement by both parties shall receive a retroactive wage payment, based upon the annual wage increase, for all compensated time between May, 1 2023 and said payroll period. Those officers within the step plan shall receive a retroactive wage payment based upon the wage increase of their step. Retroactive pay shall not apply to special assignments which have occurred as of the date of execution and were specifically funded by government grants for that purpose (Hireback and Roadside Safety Checks). Payment shall be made in a separate check within 60 days of execution.

Section 4. Paramedic/EMT-B Stipend.

Those officers covered by this agreement who are members of the Mobile Intensive Care Unit of the Village (Paramedics) and in compliance with unit requirements shall receive a paramedic stipend up to \$218.54 per month, commencing May 1, 2023. After eight years of service the stipend shall be \$253.29 per month, commencing May 1, 2023. The stipend for EMT-B's who are members of the Mobile Intensive Care Unit of the Village and in compliance with unit requirements shall be 50% of the paramedic stipend applicable to their years of service. Any and all material costs for approved necessary training time and certifications required to maintain unit compliance and requirements shall be paid for by the Employer.

APPENDIX “C”
GRIEVANCE FORM

Attachment: 2023 FOP Contract_for Agenda_b (FOP CBA - Resolution)

APPENDIX "D"
THE UNIFORM PEACE OFFICERS DISCIPLINARY ACT

DISCIPLINE ELECTION FORM

EMPLOYEE ELECTION, WITH REGARD TO DISCIPLINE BY THE VILLAGE OF FLOSSMOOR, ILLINOIS EMPLOYEE MUST SELECT ONE OF THE FOLLOWING:

_____, I, _____, being subject to discipline by the Village of Flossmoor Police Department (including suspension from duty with or without pay or termination of employment) hereby elect to pursue a grievance over such discipline according to the appropriate provisions of the collective bargaining agreement between the Village of Flossmoor, Illinois, and the Illinois FOP Labor Council. I agree that such grievance shall be my sole remedy to the exclusion of other remedies available to me, including but not limited to, the provisions of 65 ILCS 5/10 *et seq.* as amended.

I acknowledge that by making this election of remedy I am waiving the rights and remedies of review or appeal procedure available to me, such as provided for in 65 ILCS 5/10 *et seq.*, as amended, in favor of the rights and remedies afforded to me under the provisions of the collective bargaining agreement between the Village of Flossmoor and the Illinois FOP Labor Council. Furthermore, I acknowledge and agree that execution of the Election, Waiver and Release shall be a prerequisite to processing of any grievance concerning the proposed discipline of me by the Flossmoor Police Department.

OR

_____, I, _____ being subject to discipline by the Village of Flossmoor Police Department (including suspension from duty with or without pay or termination of employment) hereby elect to have my discipline appeal heard by the Village of Flossmoor Fire and Police Commissioners pursuant to 65 ILCS 5/10 *et seq.* as amended. By making this election, I hereby waive any right I or the Illinois Fraternal Order of Police Labor Council may have to file a grievance reviewing my suspension or discharge under the collective bargaining Agreement between the Village of Flossmoor and the Illinois Fraternal Order of Police Labor Council.

Signed this _____ day of _____, 20____

Subscribed and sworn to before me this _____ day of _____, 20____

MEMORANDUM OF UNDERSTANDING

The Village of Flossmoor Police Department Patrol Officers had previously worked under a schedule commonly known as a “6-2” schedule.

The Patrol Officers and the Department have had discussions regarding changing the “6-2” schedule to a schedule commonly known as “5-2 and 5-3” and that change has been made on a trial basis which began in March 2012 under a previous Memorandum of Understanding. The Department and the Patrol Officers desire to continue said trial change as provided herein.

Under the “5-2 and 5-3” schedule, the work days are 8.5 hours long and by the end of a full year, Patrol Officers are 10.25 hours short of “full-time” 2,080 hours. As a consequence of this 10.25 hour shortage, Patrol Officers are required to “make-up” those short hours as required by the Chief or his designee.

The Department and the Patrol Officers desire to continue the trial change to the “5-2 and 5-3” scheduling but the Department is only willing to do so on a non-binding trial basis which is at the total unfettered discretion of the Police Chief.

The Chief of Police is willing to continue the “5-2 and 5-3” schedule on a trial run basis during the term of this contract. Notwithstanding the commitment to permit/continue the trial run, the Chief of Police may terminate the trial run if in his sole judgment the “5-2 and 5-3” scheduling is causing unforeseen problems for the management of the Department.

A termination of the “5-2 and 5-3” schedule shall not constitute a breach of this Memorandum nor of the Bargaining Agreement and shall not be the subject matter of a grievance or any other manner of enforcement. Moreover, the Union agrees that it will not use data, information or experiences concerning the “5-2 and 5-3” schedule experiment against the Village in any subsequent contract negotiations or interest arbitration proceeding.

Any provisions of the Collective Bargaining Agreement which are inconsistent with this Memorandum are modified to be consistent with this Memorandum. In the event that the Chief terminates the trial run such modified provisions shall revert to their former status.

The 10.25 hours of annual make-up time referenced above shall be made up pro rata not less often than quarterly and/or as directed by the Chief or his designee.

VILLAGE OF FLOSSMOOR

ILLINOIS F.O.P. LABOR COUNCIL

TO: Mayor Nelson and Board of Trustees
FROM: Jonathan Bogue, Assistant Village Manager
DATE: September 18, 2023
SUBJECT: Consideration of a Resolution of the Village of
Flossmoor Approving Part-Time Salary Schedules for
Fiscal Year 2023-2024



FLOSSMOOR

The Village of Flossmoor and the Fraternal Order of Police reached a tentative agreement on a contract agreement on August 11, 2023. This contract is effective until April 20, 2026. Part of that agreement included a 3% increase for patrol officers who receive a Paramedic/EMT stipend. To maintain parity with our non-union employees who receive a Paramedic/EMT stipend, Village staff recommends a 3% increase be applied which is similar to how the Village has handled previous contracts. This increase will be effective as of October 1, 2023. The attached FY23-24 part-time salary schedule is attached to the resolution, with the adjusted 3% increase for Paramedic/EMT stipend. This equates to a total annual budgeted increase of \$1,674.

RESOLUTION # _____
**A RESOLUTION OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS APPROVING A
PART-TIME SALARY SCHEDULE FOR FISCAL YEAR 2023-2024**

WHEREAS, the Village of Flossmoor, Cook County, Illinois (the “*Village*”), is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Mayor and Board of Trustees (the “*Corporate Authorities*”) have reviewed the salary schedules for all Village part-time employees, as recommended by the Village Manager; and,

WHEREAS, after review of said salary schedule, the Corporate Authorities have determined that it is in the best interest of the Village to approve the salary schedule as attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Flossmoor, Cook County, Illinois, as follows:

Section 1. That the list of part-time Village employees, revised September 18, 2023, as set forth on *Exhibit A* attached hereto, is hereby approved commencing October 1, 2023.

Section 2. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Mayor and Board of Trustees of the Village of Flossmoor, Cook County, Illinois this ____ day of _____, 2023.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

VILLAGE OF FLOSSMOOR

PART-TIME SALARIES

MAY 1, 2023

(3.0%)

(Revised 4/25/2023)

(Revised 9/18/2023)

<u>Position</u>	<u>Number</u>	<u>Eligible For ATB Increase</u>	<u>Pay Type</u>	<u>Wage Rate</u>	<u>Annual Hours</u>	<u>Budget FY 23-24</u>	<u>Dept. Totals</u>
<u>Executive</u>							
Temporary Assistant	1	Yes	Hourly	20.92	105	2,197	
Administrative Assistant	1	Yes	Hourly	30.90	1,508	46,597	
Program & Event Coordinator	1	Yes	Hourly	23.42	377	8,830	
							57,624
<u>Finance</u>							
Part-Time Assistant	2	Yes	Hourly	20.92	200	4,184	4,184
<u>Finance-Wat/Sew Adm</u>							
Meter Reader-Wat/Sw	1	Yes	sal nov-feb	479.31	9	4,314	
Bud: W=8091 S=2697			" mar-oct	380.65	17	6,472	10,786
<u>Police</u>							
Comm Serv Offr-A -3 yrs (imrf)	1	Yes	Hourly	24.34	1,180		
Comm Serv Offr-A -2 yrs (imrf)	0	Yes	Hourly	22.38			
Comm Serv Offr-A -1 yr (imrf)	1	Yes	Hourly	20.41			
Comm Serv Offr-B - 3 yrs	0	Yes	Hourly	24.34			
Comm Serv Offr-B - 2 yrs	1	Yes	Hourly	22.38			
Comm Serv Offr-B - 1 yr	0	Yes	Hourly	20.41	600	42,409	
Animal Warden	0	No	Hourly	13.00	0	0	
Crossing Guards	2	No	Daily	27.50	180		
Crossing Guards	2	No	Daily	25.00	180		
Crossing Guards	2	No	Daily	above rates	180	23,400	65,809
<u>Pub. Safety Records & Rec.</u>							
Records Clerk-A -> 5 yrs (imrf)	1	Yes	Hourly	31.57	1,000		
Records Clerk-A -3-5 yrs (imrf)	0	Yes	Hourly	28.40			
Records Clerk-A -< 3 yrs (imrf)	0	Yes	Hourly	25.24			
Records Clerk-A -training (imrf)	0	Yes	Hourly	18.94			
Records Clerk-B -> 5 yrs	5	Yes	Hourly	31.57			
Records Clerk-B -3-5 yrs	1	Yes	Hourly	28.40			
Records Clerk-B -up to 3 yrs	1	Yes	Hourly	25.24			
Records Clerk-B -in training	0	Yes	Hourly	18.94	2,500	197,839	197,839
<u>Fire</u>							
Summer Help	2	No	Hourly	13.00	810	9,728	
Duty Shift-Plan I Commander	10	Yes	Hourly	27.49			
Duty Shift-Plan II (FF/PM or Eng)	28	Yes	Hourly	24.64			
Duty Shift-Plan III (FF/EMT or PM)	5	Yes	Hourly	19.28			
Duty Shift-Plan IV (FF or EMT)	3	Yes	Hourly	15.80			
Duty Shift-Plan V (Candidates)	1	Yes	Hourly	13.39	6,264		
Duty Shift-Plan VI	0	Yes	Hourly	0.00			
Duty Shift-Sat & Sun	0	Yes	Hourly	0.00	2,496		
Duty Shift-Commndr Sat & Sun	0	Yes	Hourly	0.00		446,970	
Mechanic	0	Yes	Hourly	40.35		0	

Attachment: Pers PT FY 24_ Revised 2 (Part-Time Salary Schedule Resolution)

Mechanic Helper	1	Yes	Hourly	37.88	85	3,220
Temporary Assistant	1	Yes	Hourly	20.92	196	4,100
Fire Inspector	2	Yes	Hourly	27.81	999	27,782

5-1-23

<u>Position</u>	<u>Number</u>	<u>Eligible For ATB Increase</u>	<u>Pay Type</u>	<u>Wage Rate</u>	<u>Annual Hours</u>	<u>Budget FY 23-24</u>	<u>Totals</u>
<u>Fire-Continued</u>							
Paramedic- 0-3 yrs (85%)	6	No	Monthly	185.76			
Paramedic- 4-8 yrs	5	No	Monthly	218.54			
Paramedic- > 8 yrs	11	No	Monthly	253.29	12	57,474	
EMT- 0-3 years (85%)	10	No	Monthly	92.88			
EMT- 4-8 years	4	No	Monthly	109.26			
EMT- > 8 years	6	No	Monthly	126.64	8		
Photography Coord.	1	Yes	Annual	3,614.23	1	3,614	
Fire & Paramedic Calls	all	No	Per call/point				
-Lieutenant				18.00			
-Engineer				15.00			
-Firefighter EMT-Paramedic				12.00			
-Firefighter EMT-Basic				11.00			
-Firefighter	(per call-not hourly)			10.00			
-Probationary Firefighter	(per call-not hourly)			9.25	4,930	25,000	577,888

Inspectional Services

Temporary Assistant	1	Yes	Hourly	20.92	194	4,059
Electrical Code Administrator	1	No	Per review	35.00		
			Per inspec	35.00	300	10,500
Plumbing Code Administrator	2	No	Per review	35.00		
			Per inspec	35.00	200	7,000
Building Inspector	2	Yes	Review-hrly	21.68	464	10,060
		No	Per inspec	35.00		
		Yes	Admin asst	21.68		
Property Maint Inspectors	2	Yes	Hourly	25.00	1,729	43,225
Back-up Inspectors & Administrators	1		(At above part-time rates)			

Public Works

Temporary Assistant	1	Yes	Hourly	20.92	335	7,008
Horticult. Workers-Seasonal	2	Yes	Hourly	14.25-20.38	1,250	0
Laborer - WD/SC/SSR (6 month)	1	No	Hourly	13.00-18.00	999	14,985

^Position paid from more than one department

21,993

(Shading indicates changes from prior fiscal year)

Attachment: Pers PT FY 24_ Revised 2 (Part-Time Salary Schedule Resolution)

TO: Bridget Wachtel, Village Manager
CC: Scott Bordui
FROM: John Brunke, Public Works Director
DATE: September 18, 2023
SUBJECT: Consideration of an Installation Contract for the Water Meter Replacement Project



FLOSSMOOR

Background

Included in the FY24 approved Budget is \$1,849,588 for the Water Meter Replacement Project. The budget is spread across the General Fund (\$500,000), Water Fund (\$225,000), Sewer Fund (\$75,000), and the American Rescue Plan Act Fund (\$1,049,588).

On July 17, 2023, the Village Board approved the service agreement and equipment purchase with Core and Main for the equipment needed for this project. The total cost of that purchase agreement, which includes some contingency funds, was \$1,100,506.00.

Request for Proposals Process

Village Staff then worked with Baxter & Woodman on a request for proposals (RFP) from qualified contractors for the installation portion of the project. The RFP submittals were due on September 6, 2023 at 4:30 pm. Two proposals were submitted to the Village from Professional Meters, Inc. of Morris, IL and Calumet City Plumbing Co., Inc. of Calumet City, IL. The RFP proposal was structured to solicit unit prices for the meter installation work, contingency items that may be required during installation (plumbing valves, repairs, parts, etc.), and an alternate price for collecting water service type material inside the home on the 1,118 homes that already have a newer style smart meter installed. As you may recall, the collection of water service material type was important in this project so that Public Works Staff would have a verified number and type of water services for our lead water service inventory which is required by the IEPA. Below is a summary of the bids received.

Item	Calumet City Plumbing Co., Inc.	Professional Meters, Inc.	Engineer's Opinion of Probable Cost
Base Proposal Cost	\$644,750.00	\$1,199,351.05*	\$625,595.00
Alternate A Cost	\$129,688.00	\$28,687.88	\$100,620.00
Total Base + Alt. A	\$774,438.00	\$1,228,038.93	\$726,215.00
Estimated Contingency Cost	\$74,246.04	\$126,650.96	\$123,407.50
Total Cost	\$848,684.04	\$1,354,689.89	\$849,622.50

*As Corrected

The lowest responsive bid received at a total cost of \$848,684.04. Calumet City Plumbing Co. has completed work in the Village in the past and has completed many meter changeout projects in the region. Their work has always been good. Further, Baxter & Woodman has submitted the attached letter of recommendation of award for your consideration.

Budget Amendment

Below is a summary of the estimated project costs to date.

Item	Cost
Core and Main - Service Agreement & Meter Equipment	\$1,100,506.00
Calumet City Plumbing Co. - Install Contract	\$848,684.04
Baxter & Woodman - Project Engineering	\$27,650.00
Total	\$1,976,840.04

The total estimated project cost to date is \$1,976,840.04. Given that the total budget for the project is \$1,849,588.00, we will need to request a budget amendment to the General Fund line 01-55-7-771 in the amount of \$127,252.04, in part to cover the contingency budget. There will also be a cost for the construction observation contract, but that amount is unknown at this time until we receive a proposal for that work. We anticipate that the construction observation services proposal will be submitted in the coming weeks.

With the above information in mind, Public Works recommends that the Mayor and Board of Trustees approve a contract with Calumet City Plumbing Co., Inc. of Calumet City, IL in the amount of \$774,438.00, authorize the Village Manager to approve invoices from their proposal up to a not-to-exceed amount of \$848,684.04, and approve a budget amendment to line 01-55-7-771 in the amount of \$127,252.04.

September 13, 2023

Mayor and Board of Trustees
Village of Flossmoor
2800 Flossmoor Road
Flossmoor, Illinois 60422

RECOMMENDATION TO AWARD

Subject: Village of Flossmoor, Illinois – 2023 Water Meter Replacement Program

Dear Mayor and Board of Trustees:

The following proposals were received for the Village of Flossmoor's 2023 Water Meter Replacement Program on September 6, 2023:

<u>Proposers</u>	<u>Base Proposal Cost</u>
Calumet City Plumbing Calumet City, IL	\$644,750.00
Professional Meters, Inc. Morris, IL	\$1,199,351.05

Calumet City Plumbing and Professional Meters, Inc. each submitted all required components detailed by the Request for Proposal. Of the two proposals received, only Calumet City Plumbing's proposal was deemed responsive based on the submission of all required components detailed by the Request for Proposal with no corrections or errors. The Base Proposal Costs represented for each proposer is based on the specific notes as outlined below.

Calumet City Plumbing's Base Proposal Cost is inclusive of the optional adder outlined by the proposer to include the "CCP Additional Alternate Add", which covers the scope of work to convert the data collected during the water meter replacement project to a geodatabase (".gdb") file format. The intent of receiving a geodatabase file format is to have the Village integrate this data into its upcoming GIS platform for future use and is considered a part of the Calumet City Plumbing's Base Cost to make a more direct comparison with the proposal received from Professional Meters, Inc. which includes providing a geodatabase file format. Therefore, Calumet City Plumbing's base proposal cost includes the as-read base bid of \$629,770.00 and the additional alternate add cost of \$14,980.00.

Professional Meters, Inc.'s proposal included significant discrepancies found under the Unit Price Schedule. As read, Professional Meters, Inc. submitted a Meter Installation Subtotal of \$732,460.01. In reviewing the listed Unit Prices however, which is generally regarded as the locked in price for a given bid proposal, it was determined that calculated Meter Installation Subtotal would be corrected to \$1,199,351.05 based on the Quantity and Unit Prices listed for Pay Items 1 through 7.

Due to the large number of unknown factors related to the condition of the existing meters to be replaced, quantities were developed with Village staff to input against each Proposer's contingency line item Unit Prices to obtain estimated contingency costs. The contingency line items were outlined as part of the Request for Proposal and include, but are not limited to, repairs, replumbing, large meter installations, and other work not included in a standard installation appointment. The resulting Estimated Contingency Costs are outlined below based on each Proposer's submitted Unit Prices.

<u>Proposers</u>	<u>Estimated Contingency Cost</u>
Calumet City Plumbing	
Calumet City, IL	\$74,246.04
Professional Meters, Inc.	
Morris, IL	\$126,650.96

Under the Illinois Environmental Protection Agency's Lead and Copper Rule, all Public Water Supply utilities are required to submit a Complete Water Service Material Inventory by April 2024. The inventory must include documentation for each customer service line's material which generally requires entry into residences and commercial and/or industrial properties.

Alternate A is described as "Data and Photo Recording for Existing Meter and Service Inventory" and provides a cost to the Village for scheduling appointments with customers who do not require a water meter replacement as part of this program in order to enter the customer residence or building and collect data and photographs for Village records, including the water service line material type. Baxter & Woodman, Inc. recommends that the Village accept the inclusion of Alternate A to facilitate the completion of its Complete Water Service Material Inventory.

<u>Proposers</u>	<u>Alternate A Cost</u>
Calumet City Plumbing	
Calumet City, IL	\$129,688.00
Professional Meters, Inc.	
Morris, IL	\$28,687.88

Although the Village received only one proposal with no corrections or errors, a detailed evaluation of each proposal was conducted. Both proposals were scored based on the responses to the Technical Proposal (60%), Cost (30%), Proposed Schedule (5%), and Proposer Resources (5%). Each section is further divided into subsections detailed in the RFP.

The proposal subsections, with the exception of cost, are scored using numbered ranks, in which 1 represents the highest score and 10 represents the lowest score. Two proposals can receive the same score if equivalent in technical proposal. The costs are scored utilizing a ratio method. The proposal with the lowest cost receives the maximum score and all other proposals receive a percentage of the total score based on their relationship to the lowest cost. Ranks are shown for reference only. The evaluations performed separately by Baxter & Woodman and the Village assigned similar scores and concluded the highest scoring proposer is Calumet City Plumbing. The following scoring rubric was determined by Village Public Works staff with consultation from Baxter & Woodman.

PROPOSAL SCORE SUMMARY					
Criteria	Weight	PMI		CCP	
Technical Proposal	60%	60%		55%	
Operating History	5%	5%		5%	
Total Meters Replaced to Date	5%	1	5%	1	5%
Meter Installation Experience	15%	15%		12%	
5 References	3%	1	3%	1	3%
Additional Relevant Meter Installation Experience	3%	1	3%	2	3%
Experience with BS&A	3%	1	3%	3	2%
Experience with Sensus FlexNet	3%	1	3%	3	2%
Experience with MGP	3%	2	3%	5	2%
Qualifications	10%	10%		9%	
Primary Contact/Project Manager Biography	2.5%	1	2.5%	1	2.5%
Field Manager Biography	2.5%	1	2.5%	1	2.5%
Office/Data Manager Biography	2.5%	1	2.5%	4	1.8%
Individual Relevant Experience	2.5%	1	2.5%	2	2.3%
Customer Notification and Management Services	20%	20%		20%	
Typical Customer Notification Mail Plan	2%	2	2%	1	2%
Available Appointment Scheduling Methods	2%	1	2%	1	2%
Non-Responsive Account Procedures	2%	1	2%	2	2%
Sample ID Badge	2%	1	2%	1	2%
Hotlines / Emergency Response Time	2%	1	2%	1	2%
Data Management Methods	10%	1	10%	1	10%
Understanding of the Village's Meter Conversion Process	10%	10%		9%	
Detailed Narrative	10%	1	10%	2	9%
Cost	30%	16%		30%	
Base Cost	30%	2	16%	1	30%
Schedule	5%	5%		5%	
Estimated # of Meters Completed Each Month	2%	1	2%	1	2%
Ramp-up Period	2%	1	2%	1	2%
Milestones	1%	1	1%	1	1%
Proposer Resources	5%	5%		5%	
Number of Active Contracts / Deployed crew/installers	2.5%	1	2.5%	1	2.5%
Local Presence / Emergency Procedures	2.5%	2	2.3%	1	2.5%
Total	100%	85%		95%	

Based on this analysis, we find Calumet City Plumbing, based out of Calumet City, Illinois, to be a responsible and responsive Proposer and their proposal to be acceptable. Their extensive mass meter replacement experience, project team, schedule, and cost will yield the highest results for the Village of Flossmoor over the whole project duration.

The resulting Total Cost and Estimated Total Cost are outlined in the following table based on each Proposer's submitted Unit Prices.

	Engineer's Opinion of Probable Cost	Calumet City Plumbing Calumet City, IL	Professional Meters, Inc. Morris, IL
Base Proposal Cost	\$ 625,595.00	\$ 644,750.00	\$ 1,199,351.05
Estimated Contingency Cost	\$ 123,407.50	\$ 74,246.04	\$ 126,650.96
Alternate A Cost	\$ 100,620.00	\$ 129,688.00	\$ 28,687.88
Total (Base & Alternate A)	\$ 726,215.00	\$ 774,438.00	\$ 1,228,038.93
Estimated Total (Base, Alt. A & Est. Contingency)	\$ 849,622.50	\$ 848,684.04	\$ 1,354,689.89

Calumet City Plumbing has provided the lowest, responsive proposal and is considered qualified to perform the work. Calumet City Plumbing is well known in the industry, as well as their subcontractor M.E. Simpson who have worked with the Village of Flossmoor previously. We recommend award of the Contract to Calumet City Plumbing in the amount of \$774,438.00. We also recommend the Village maintain a total budget in the amount of \$850,000.00 to cover estimated contingencies for the 2023 Water Meter Replacement Program.

A copy of the Calumet City Plumbing Proposal is attached for your reference.

Please advise us of your decision.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Sean E. O'Dell, PE
Executive Vice President

Encl.

P:\FLSMR\0230641-Water Meter Replacem\00-Design\12-Proposals-Evaluation\02 LOR\DRAFT - Letter of Recommendation.docx

Village of Flossmoor, Illinois
WATER METER REPLACEMENT PROGRAM - BID TAB

Submission Deadline: September 6, 2023 at 4:30 P.M.

Engineer's Job No. 0230641.00

					PMI		CCP	
No.	Item		QTY	Unit	Unit Price	Total	Unit Price	Total
METER INSTALLATION								
1	Project and Data Management		1	LSUM	\$ 192.78	\$ 192.78	\$ 74,900.00	\$ 74,900.00
2	Installation of 5/8" Sensus iPERL Water Meter & SmartPoint		8	EACH	\$ 192.78	\$ 1,542.24	\$ 160.00	\$ 1,280.00
3	Installation of 3/4" Sensus iPERL Water Meter & SmartPoint		1,741	EACH	\$ 167.12	\$ 290,955.92	\$ 160.00	\$ 278,560.00
4	Installation of 1" Sensus iPERL Water Meter & SmartPoint		877	EACH	\$ 532.71	\$ 467,186.67	\$ 160.00	\$ 140,320.00
5	Installation of 1 1/2" Sensus OMNI+ (R2) Water Meter & SmartPoint		23	EACH	\$ 166.79	\$ 3,836.17	\$ 485.00	\$ 11,155.00
6	Reprogram Existing Sensus Water Meter & Install SmartPoint		1,113	EACH	\$ 166.79	\$ 185,637.27	\$ 110.00	\$ 122,430.00
7	Remove Existing SmartPoint		5	EACH	\$ 50,000.00	\$ 250,000.00	\$ 225.00	\$ 1,125.00
CCP ONLY	Additional Alternate Add to convert Data one (1) time upon completion of the project to ".gdb" file format.		1	EACH			\$ 14,980.00	\$ 14,980.00
SUBTOTAL - METER INSTALLATION					\$ 1,199,351.05		\$ 644,750.00	
CONTINGENCY ITEMS		% of Total Meters, by size if applicable	EST. QTY	Unit	Unit Price	Total	Unit Price	Total
8	Installation of Ball Valve (3/4" or 5/8")	3%	52	EACH	\$ 244.45	\$ 12,826.29	\$ 225.00	\$ 11,805.75
9	Installation of Ball Valve (1")	4%	35	EACH	\$ 276.95	\$ 9,715.41	\$ 235.00	\$ 8,243.80
10	Installation of Ball Valve (1 1/2")	3%	1	EACH	\$ 709.91	\$ 489.84	\$ 275.00	\$ 189.75
11	Installation of Brass Water Meter Coupling (3/4" or 5/8")	10%	175	EACH	\$ 103.15	\$ 18,040.94	\$ 64.00	\$ 11,193.60
12	Installation of Brass Water Meter Coupling (1")	1%	9	EACH	\$ 122.65	\$ 1,075.64	\$ 78.00	\$ 684.06
13	Installation of Brass Water Meter Flange (1-1/2")	2%	0	EACH	\$ 212.80	\$ 97.89	\$ 170.00	\$ 78.20
14	Installation of Ground Strap (5/8" - 1" Meters)	15%	394	EACH	\$ 45.16	\$ 17,788.52	\$ 35.00	\$ 13,786.50
15	Replace wiring between SmartPoint and Meter	1%	38	EACH	\$ 138.70	\$ 5,224.83	\$ 165.00	\$ 6,215.55
16	Replumb Existing Non-Flanged Meters	3%	1	EACH	\$ 374.62	\$ 258.49	\$ 265.00	\$ 182.85
17	Water Service Copper Pipe (5/8" or 3/4")	2%	35	FOOT	\$ 231.45	\$ 8,096.12	\$ 38.00	\$ 1,329.24
18	Water Service Copper Pipe (1")	1%	9	FOOT	\$ 257.45	\$ 2,257.84	\$ 48.00	\$ 420.96
19	Repair Leak within 6 inches of Meter	2%	75	EACH	\$ 289.10	\$ 21,780.79	\$ 95.00	\$ 7,157.30
20	Hourly Plumber Labor Rate (Non-Standard Installation / Repairs)	2%	75	HOOR	\$ 256.60	\$ 19,332.24	\$ 140.00	\$ 10,547.60
21	Truck/Tool/EQ Charge per Location	2%	75	EACH	\$ 128.30	\$ 9,666.12	\$ 32.00	\$ 2,410.88
22	Installation of 1 1/2" Sensus OMNI+ Compound (C2) Water Meter & SmartPoint	0%	0	EACH	\$ 532.71	\$ -	\$ 485.00	\$ -
23	Installation of 2" Sensus OMNI+ (R2) Water Meter & SmartPoint	0%	0	EACH	\$ 532.71	\$ -	\$ 600.00	\$ -
24	Installation of 2" Sensus OMNI+ Compound (C2) Water Meter & SmartPoint	0%	0	EACH	\$ 532.71	\$ -	\$ 600.00	\$ -
25	Installation of 3" Sensus OMNI+ Compound (C2) Water Meter & SmartPoint	0%	0	EACH	\$ 2,117.83	\$ -	\$ 825.00	\$ -
26	Installation of 4" Sensus OMNI+ Compound (C2) Water Meter & SmartPoint	0%	0	EACH	\$ 2,650.54	\$ -	\$ 985.00	\$ -
27	Installation of 6" Sensus OMNI+ Compound (C2) Water Meter & SmartPoint	0%	0	EACH	\$ 3,176.74	\$ -	\$ 1,395.00	\$ -

Attachment: 2023 Flossmoor Water Meter Replacement Program RFP Bid Tab (Water Meter Project Install Contract)

ESTIMATED SUBTOTAL - CONTINGENCY ITEMS						\$	126,650.96	\$	74,246.04			
ALTERNATE A												
A	Data and Photo Recording for Existing Meter and Service Inventory		1,118	EACH	\$	25.66	\$	28,687.88	\$	116.00	\$	129,688.00
SUBTOTAL - ALTERNATE A						\$	28,687.88	\$	129,688.00			
METER INSTALLATION AND ALTERNATE A TOTAL						\$	1,228,038.93	\$	774,438.00			
ESTIMATED TOTAL AMOUNT OF BID (METER INSTALLATION, CONTIGENCY AND ALTERNATE A)						\$	1,354,689.89	\$	848,684.04			

TO: Bridget Wachtel, Village Manager
FROM: John Brunke, Public Works Director
DATE: September 18, 2023
SUBJECT: Discussion of a Residential Drainage Improvement Program



Public Works Staff has developed the attached Residential Drainage Improvement Program for the Village Board's consideration. Staff developed this program to promote the transparency and communication to our residents on how our Department documents and responds to residential drainage issues in the Village. This program document is meant to explain how Staff currently responds to these drainage issues, and how Staff would like to propose conditions for the Village's involvement in the remediation of these issues, and a scoring system for the purpose of ranking and prioritizing qualified projects.

Per the proposed document, in order for a drainage issue to be considered for Village assistance in constructing a drainage improvement, the drainage issue must conform to **ALL** of the following criteria:

1. Standing water must remain in the problem area for more than forty-eight (48) hours after the end of the rain event, or flood waters are impacting a habitable structure or roadway.
2. The drainage problem can't be solved by conventional methods such as regrading portions of the yard to provide positive pitch or removing objects that are blocking the flow of storm water.

If a drainage issue meets the above criteria, then it would be scored, prioritized, and ranked using the following scoring chart.

Ranking Factor	Scoring Guidelines	Score
Severity of Drainage Problem	Threat to habitable structures = 30	30
	Nuisance standing water in yard = 5	
Safety Hazard in Public Right-of-Way*	Drainage problem <u>is</u> causing a safety hazard in Public Right-Of-Way = 20	20
	Drainage problem <u>is not</u> causing a safety hazard in Public Right-Of-Way = 0	
Access & Potential Utility Constraints	No apparent access or utility constraints = 15	15
	No utility relocations required, but poor access for equipment = 10	
	Poor access and utilities relocations required = 0	
Permitting Requirements	No other agency permits required = 10	10
	Agency permits (IDOT, CCHD, MWRD, etc) or IGA is required = 5	
Community Benefits	Project will benefit more than two (2) properties = 25	25
	Project will only benefit two properties = 10	
	Project will only benefit one property = 5	
	Total	100

*Safety Hazard is defined as a drainage issue that is blocking access or creating a slippery condition on a roadway, parking lot, or sidewalk in the public right-of-way. A safety hazard does not include wet, saturated, or flooded areas of turf or landscape areas in the public right-of-way or public property.

The proposed scoring chart is weighted towards drainage issues that pose a flooding threat to habitable structures, pose a safety hazard in the public right-of-way, and benefit more than two properties. This is consistent with how we have managed the completion of these type of drainage improvements in the past.

Staff used this scoring chart to score the current drainage improvement projects that are currently in our Capital Program and one smaller project that was completed with the sidewalk replacement program this summer. Below is a summary of each project and score.

- **Latimer Lane Drainage Improvement (estimated cost - \$1,706,400, score = 100)** - Severe street flooding in 800 block of Latimer Lane that blocks the road for vehicular traffic and inundates several homes on east side with flood waters. Improvement would include underground stormwater storage and potential conveyance improvements.
- **Flossmoor Road Viaduct Drainage Improvements (estimated cost - \$7,800,000, score = 95)** - Severe flooding of roadway in railroad viaduct and inundation of Civic Center with flood waters. Improvement will include retention basin storage and storm sewer conveyance.
- **Heather Road Drainage Improvement (estimated cost - \$1,000,000, score = 95)** - Street flooding on Heather Road at several intersections between Governors Highway and Sterling Avenue. Several homes have also been inundated with flood waters in severe storm events. Improvement would include storm sewer conveyance and storage as a joint effort with the Village of Homewood since the area is tributary to the north in their jurisdiction.
- **1344 Brassie Avenue Rear Yard Drainage Improvement (estimated cost - \$57,240, score = 80)** - Rear yard flooding on west side of Brassie Avenue in several yards and inundation of one home with flood waters during severe events. Improvement would include storm sewer conveyance to the storm sewer on Brassie Avenue.
- **1213 Berry Lane Rear Yard Drainage Improvement (estimated cost - \$50,000, score = 55)** - Rear yard flooding in six yards between Berry Lane and Oakmont Avenue. No threat to habitable structures. Improvement would include storm sewer conveyance to Berry Lane storm sewer.
- **1110 Western Avenue Rear Yard Drainage Improvement (estimated cost - \$40,740, score = 55)** - Rear yard flooding in 4 yards between Western Avenue and Brassie

Avenue. No threat to habitable structures. Improvement would include storm sewer conveyance to Brassie Avenue storm sewer.

- **2101 Hagen Sidewalk Drainage Improvement (cost - \$5,620, score = 75)** - Standing water on public sidewalk that was a safety hazard due to slippery conditions and ice dams in the winter. Replacement and regrading of sidewalk completed in summer of 2023 with Sidewalk Replacement Program.

Projects with a cost of \$25,000 or more would be added to the Capital Program for future funding consideration. These projects may take longer to complete depending on priority, cost, and the availability of grants and/or other funding.

Projects with a cost of less than \$25,000 would be completed with the available budget in the Storm Sewer Fund. Pending available budget, it would be Staff's goal to complete these projects within three years of being placed on the list.

Staff would like to solicit feedback from the Village Board on this program.



FLOSSMOOR

Welcoming. Beautiful. Connected.

Village of Flossmoor

Public Works

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Public Works Director

John S. Brunke, PE, CFM

Mayor

Michelle I. Nelson

Trustees

Joni Bradley-Scott
Gary Daggett
Brian Driscoll
Rosalind Henderson Mustafa
George Lofton
James Mitros

Village Clerk

Gina A. LoGalbo

Village Manager

Bridget A. Wachtel

RESIDENTIAL DRAINAGE IMPROVEMENT PROGRAM

The Residential Drainage Improvement Program was developed to help residents solve their drainage problems in order to keep their properties safe from potential flood damages and to mitigate issues associated with standing water on properties. The program also serves to promote transparency and communication to our residents on how the Village addresses drainage issues.

If you feel that you have a storm water drainage problem, please visit the Public Works Department page on the Village of Flossmoor website, located at [\[insert web page address\]](#), to fill out the Residential Drainage Problem Form. Paper forms are also available at the Public Works Department and Building Department front counters. Public Works Staff will contact you to schedule an inspection of the drainage problem to determine what level of assistance the Village can provide to resolve the problem. Please be prepared to provide as much information as available for the inspection. This includes photographs and specific dates of the actual drainage issue. Photographs of the drainage issue are very important for the inspection and evaluation process. If a resident cannot provide photographs, Public Works Staff may be required to wait for a future storm event in order to take the necessary photographs.

For a residential property to be eligible for Village assistance in constructing a drainage improvement to resolve a drainage problem, the property must conform to **ALL** of the following criteria:

1. Standing water must remain in the problem area for more than forty-eight (48) hours after the end of the rain event, or flood waters are impacting a habitable structure or roadway.
2. The drainage problem can't be solved by conventional methods such as regrading portions of the yard to provide positive pitch or removing objects that are blocking the flow of storm water.

In addition to the above criteria, the evaluation of the drainage problem will include a review of the intensity and duration of the rainfall event occurring just prior to the inspection, weather conditions immediately after the rainfall event and a review of the condition of the grass cover on the properties involved.

If it is determined that the drainage problem **DOES NOT** meet the above criteria, Public Works Staff will provide technical assistance to the property owner so that they can correct the drainage problem individually.

If it is determined that the drainage problem **DOES** meet the above criteria, Public Works Staff will further evaluate the problem, develop a plan for mitigation, and provide a score for the drainage problem so that it can be added to the Village's drainage improvement project list. The projects on the list will be ranked and prioritized based on the score that was assigned during the evaluation process. All eligible projects will remain on the project list until they are completed, or the problem is mitigated through another project.

DATE: September, 2023
 SUBJECT: Residential Drainage Improvement Program
 PAGE: 2 of 2

Depending on a project's ranking on the list, it could take several years for it to be funded and completed. The Village may also adjust the ranking of projects based on other factors, including but not limited to, funding, land acquisition, private improvements, and regional significance. Projects may also be re-ranked if conditions have changed since the initial evaluation. Pending available program budget, the Village's goal is to complete all projects within three (3) years of being put on the list.

Projects with an estimated cost of less than \$25,000 will be completed based on their ranking and with the budget that is available in the Storm Sewer Fund.

Projects with an estimated cost of \$25,000 or more will be added to the Village's Capital Program for future funding consideration. These projects may take longer to complete depending on cost and the availability of grants and/or other funding.

Eligible projects will be scored and ranked based on the following criteria.

Ranking Factor	Scoring Guidelines	Score
Severity of Drainage Problem	Threat to habitable structures = 30	30
	Nuisance standing water in yard = 5	
Safety Hazard in Public Right-of-Way*	Drainage problem <u>is</u> causing a safety hazard in Public Right-Of-Way = 20	20
	Drainage problem <u>is not</u> causing a safety hazard in Public Right-Of-Way = 0	
Access & Potential Utility Constraints	No apparent access or utility constraints = 15	15
	No utility relocations required, but poor access for equipment = 10	
	Poor access and utilities relocations required = 0	
Permitting Requirements	No other agency permits required = 10	10
	Agency permits (IDOT, CCHD, MWRD, etc) or IGA is required = 5	
Community Benefits	Project will benefit more than two (2) properties = 25	25
	Project will only benefit two properties = 10	
	Project will only benefit one property = 5	
	Total	100

*Safety Hazard is defined as a drainage issue that is blocking access or creating a slippery condition on a roadway, parking lot, or sidewalk in the public right-of-way. A safety hazard does not include wet, saturated, or flooded areas of turf or landscape areas in the public right-of-way or public property.

If you have any questions or need additional information, please contact the Public Works Department at (708) 957-4100.

