



FLOSSMOOR

Welcoming. Beautiful. Connected.

Village of Flossmoor
2800 Flossmoor Road
Flossmoor, Illinois 60422
Phone: 708.798.2300
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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, DECEMBER 18, 2023 – 7:30 PM
VILLAGE HALL

Join Zoom Meeting

<https://us02web.zoom.us/j/88132148766?pwd=ZmtqdWUwTzRSOEgyQmNnQ1ltTFJCZz09>

ID: 881 3214 8766 Passcode: 60422 Or join by phone (312) 626-6799

CALL TO ORDER

ROLL CALL

RECOGNITIONS AND APPOINTMENTS

CONSENT AGENDA

- 1. Approval of the Minutes of the Regular Meeting Held on December 4, 2023**
- 2. Presentation of Bills for Approval and Payment as Approved by the Finance Committee (December 18, 2023)**
- 3. Consideration of an Ordinance of the Village of Flossmoor, Cook County, Illinois, Amending the Village of Flossmoor Personnel Manual (Whistleblower Act and Bereavement Leave)**
- 4. Consideration of a Resolution of the Village of Flossmoor Approving Part-Time Salary Schedules for Fiscal Year 2023-2024**
- 5. Consideration of a Resolution Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency (IRMA)**

REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS

- 6. Presentation of the 2024 Sculpture Program**

ACTION ITEMS

DISCUSSION ITEMS

- 7. Presentation of Strategic Plan Update (2022-2023)**

CITIZENS PRESENT WISHING TO ADDRESS THE BOARD

OTHER BUSINESS

8. 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.



Approval of the Minutes of the Regular Meeting Held on December 4, 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
12/18/2023
CLAIMS LIST SUMMARY

HAND CHECKS	\$58,668.07
INVOICES	<u>\$494,605.38</u>
TOTAL	<u><u>\$553,273.45</u></u>

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
ACCURATE BIOMETRICS INC.		212472311	11/30/23	\$189.75		BACKGROUND CHECKS MCDERMOTT/FARRAR/SANTELLANO	01-49-4-636	PRE-EMPLOYMENT PHYSICALS	\$189.75
						VENDOR TOTAL:			\$189.75
AL WARREN OIL COMPANY INC		W1609087	11/16/23	\$80.00		DRUM PUMP	01-60-6-671	MAINTENANCE AND SUPPLIES	\$20.00
							09-01-6-671	MAINTENANCE AND SUPPLIES	\$20.00
							08-21-6-671	MAINTENANCE AND SUPPLIES	\$20.00
							08-11-6-671	MAINTENANCE AND SUPPLIES	\$20.00
W1609073		11/16/23	\$552.50			HYDRAULIC OIL	01-60-6-671	MAINTENANCE AND SUPPLIES	\$138.12
							08-11-6-671	MAINTENANCE AND SUPPLIES	\$138.12
							08-21-6-671	MAINTENANCE AND SUPPLIES	\$138.13
							09-01-6-671	MAINTENANCE AND SUPPLIES	\$138.13
W1607838		11/13/23	\$2,560.10			VILLGE GAS	01-55-3-608	PETROLEUM PRODUCTS	\$78.39
							01-60-3-608	PETROLEUM PRODUCTS	\$461.79
							08-11-3-608	PETROLEUM PRODUCTS	\$241.97
							08-21-3-608	PETROLEUM PRODUCTS	\$197.33
							01-48-3-608	PETROLEUM PRODUCTS	\$1,279.58
							01-49-3-608	PETROLEUM PRODUCTS	\$301.04
W1607839		11/13/23	\$892.46			DPW DIESEL TANK	01-60-3-608	PETROLEUM PRODUCTS	\$54.23
							08-11-3-608	PETROLEUM PRODUCTS	\$198.29
							08-21-3-608	PETROLEUM PRODUCTS	\$227.40
							01-49-3-608	PETROLEUM PRODUCTS	\$412.54
W1608764		11/15/23	\$316.25			DEF FLUID	01-60-6-671	MAINTENANCE AND SUPPLIES	\$79.06
							08-11-6-671	MAINTENANCE AND SUPPLIES	\$79.06
							08-21-6-671	MAINTENANCE AND SUPPLIES	\$79.06
							09-01-6-671	MAINTENANCE AND SUPPLIES	\$79.07
						VENDOR TOTAL:			\$4,401.31
LANDSCAPE INCORPORATED		31127	11/30/23	\$3,900.00		FY23 LANDSCAPE MAINTENANCE	01-60-6-678	LANDSCAPE MAINTENANCE	\$3,900.00
						VENDOR TOTAL:			\$3,900.00

Village of Flossmoor
Detail Board Report

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AMAZON CAPITAL SERVICES 17JGNC1FNCHD 1FNGCDVNNLX7 1NCG7TMHQMQC 1M4VPVXX196Y 1PXNYCVH34VN 1CXGKPTH4GYC 1W73X7KCTVXX 1M6J97Y74JQX 1343TGWWCWN4 14YXYYN3HLHM 17VY6VP1GFFY 1H73DQQJF49D 14QQHMHFVHRK 11RFQMVF76FX 16RW4GCJGVCW H19RRR7YWNJJ JL4Y7QK34PQ	12/06/23	\$214.14		CIRCUIT BREAKER FINDING KIT	01-67-3-620	REPAIR SUPPLIES	\$214.14
	12/10/23	\$20.99		UNIFORM SHIRT	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$20.99
	12/10/23	\$25.64		CSO UNIFORM	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$25.64
	12/11/23	\$66.49		DIGITAL CAMERA	01-44-4-646	LOCAL ADJUDICATION SERVICES	\$66.49
	12/11/23	\$36.45		GFCI RECEPTACLE	01-67-3-620	REPAIR SUPPLIES	\$36.45
	12/11/23	\$(9.99)		CREDIT SHIPPING GFCI RECEPTACLE	01-67-3-620	REPAIR SUPPLIES	\$(9.99)
	11/23/23	\$(41.98)		RETURNED OFFICE CHAIR MAT	01-49-3-601	OFFICE SUPPLIES	\$(41.98)
	11/10/23	\$44.84		DRY FLOOR CLEANING CLOTHS/SCISSORS/USB CHARGER	01-55-3-601	OFFICE SUPPLIES	\$32.50
					01-67-3-616	CLEANING SUPPLIES	\$12.34
	11/17/23	\$65.63		2024 CALENDARS	01-48-3-601	OFFICE SUPPLIES	\$65.63
	11/18/23	\$179.10		CHRISTMAS 3D GLASSES	01-41-4-651	COMMUNITY RELATIONS COMMISSIO	\$179.10
	11/18/23	\$261.32		CROSSING GUARD SIGNS/SAILSBERY UNIFORM	01-48-3-615	SMALL TOOLS & EQUIPMENT	\$57.49
					01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$203.83
	11/21/23	\$199.98		EXTERNAL HARD DRIVE FOR DETECTIVE CASE FILES	01-48-3-607	COMPUTER EQUIPMENT & SUPPLIES	\$199.98
	11/23/23	\$157.41		FIRST AID CABINET SUPPLIES	01-49-3-601	OFFICE SUPPLIES	\$157.41
	11/29/23	\$125.84		CLEANING SUPPLIES	01-49-3-616	CLEANING SUPPLIES	\$125.84
	12/01/23	\$44.33		BINDERS/MARKERS	01-48-3-601	OFFICE SUPPLIES	\$44.33
	12/03/23	\$42.59		CHRISTMAS LIGHTS	01-49-3-605	OPERATING SUPPLIES	\$42.59
	12/03/23	\$39.98		DOOR STOPS	01-48-3-615	SMALL TOOLS & EQUIPMENT	\$39.98
				VENDOR TOTAL:			\$1,472.76

Village of Flossmoor
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ANDRES MEDICAL BILLING, LTD 122023FMIL	11/30/23	\$2,721.39			AMBULANCE COLLECTIONS NOV 2023	01-49-4-656	AMBULANCE COLLECTION SERVICES	\$2,721.39
							VENDOR TOTAL:	\$2,721.39
B ALLAN GRAPHICS 101460	11/30/23	\$150.00			SHUT OFF TAGS FOR WMR PROJECT	08-11-3-605	OPERATING SUPPLIES	\$150.00
							VENDOR TOTAL:	\$150.00
BAXTER & WOODMAN, INC. 0252568	11/20/23	\$1,343.36			CBD RD & PED PH1	01-55-7-762	CBD STREETSCAPE IMPROVEMENTS	\$1,343.36
							PH IV SAN SEWER REHAB-CONSTRUCTION SERVICES	
							CONSTRUCTION ENGINEERING	\$761.25
							VIADUCT BASIN	
							FLOSSMOOR RD VIADUCT ENGINEER	\$6,102.28
0252571	11/20/23	\$6,102.28				03-01-7-701		
0252573	11/20/23	\$2,055.92			WATER METER REPLACEMENT CS	08-11-7-749	WATER METER REPLACEMENT PROG	\$2,055.92
							VENDOR TOTAL:	\$10,262.81
DAVID BECKER 121123	12/11/23	\$486.56			REIMBURSE TREE RISH ASSESSMENT TRAINING & EXAM	01-60-5-661	TRAINING	\$486.56
							VENDOR TOTAL:	\$486.56
BENISTAR 12012023	12/01/23	\$954.00			DECEMBER 2023 PREMIUM-RETIREES	01-00-0-219	HEALTH INSURANCE PAYABLE	\$954.00
							VENDOR TOTAL:	\$954.00
BLACK DIRT, INC. 56017	11/24/23	\$95.00			PULVERIZED DIRT FOR GROUND REPAIRS	08-12-3-619	PROGRAM COMMODITIES	\$31.66
							PROGRAM COMMODITIES	\$31.66
							GROUND REPAIR MATERIAL	\$31.68
							VENDOR TOTAL:	\$95.00

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Detail Board Report

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BMO FINANCIAL GROUP								
KORTUM 111523	11/15/23	\$642.27			HUCKLEBERRY-NOTARY RENEWAL/SAMS CLUB, WALMART, BLUEBERRY HILL-WELLNESS SCREENING BREAKFAST	01-55-5-660	DUES AND SUBSCRIPTIONS	\$115.95
						01-42-4-633	WELLNESS COMMITTEE	\$59.34
						01-42-4-633	WELLNESS COMMITTEE	\$6.24
						01-42-4-633	WELLNESS COMMITTEE	\$460.74
WACHTEL 111523	11/15/23	\$157.11			FAIRMONT-INTERNET CREDIT/ZOOM-MO BILLING/WILEYS-STAFF LUNCH/MEIJER-CANDY TRAINING	01-42-5-661		\$(30.20)
						01-42-4-645	WEBSITE APPLICATIONS	\$40.00
						01-42-4-652	MEETINGS AND EVENTS	\$44.81
						01-41-4-653	MARKETING PROGRAMS	\$102.50
BORDUIJ 111523	11/15/23	\$460.00			CERTIFICATE OF ACHIEVEMENT REVIEW FEE FY2023			
						01-43-4-634	MISCELLANEOUS SERVICES	\$460.00
BERK 111523	11/15/23	\$1,760.50			FAST WRENCH-IDENTIFIRE HANDLES/ZOLL-CPR PADS/ADVANCE RESCUE-TRAINING MATERIALS/PARATECH-TRAINING GUID			
						01-49-3-617	HOSE AND PAGER SUPPLIES	\$969.98
						01-49-6-675	EMS EQUIPMENT MAINTENANCE	\$303.96
						01-49-6-675	EMS EQUIPMENT MAINTENANCE	\$181.56
						01-49-5-664	TRAINING MATERIALS	\$125.00
						01-49-5-664	TRAINING MATERIALS	\$180.00
KOPEC 111523	11/15/23	\$834.19			MEIJER-HALLOWEEN CANDY/ZOLL-EMS MAINT, MONITOR PAPER, SPO2 CABLE			
						01-49-5-665	PUBLIC EDUCATION	\$134.68
						01-49-3-622	EMS EQUIPMENT & SUPPLIES	\$343.00
						01-49-3-622	EMS EQUIPMENT & SUPPLIES	\$36.96
						01-49-6-675	EMS EQUIPMENT MAINTENANCE	\$319.55
TAYLOR 111523	11/15/23	\$1,569.00			IACP/FAIRVIEW RE/ITOA/ILACP/NAT MINORITY UPDATE			
						01-48-5-661	TRAINING	\$199.00
						01-48-4-630	PROFESSIONAL SERVICES	\$25.00
						01-48-5-661	TRAINING	\$390.00
						01-48-5-660	DUES AND SUBSCRIPTIONS	\$150.00
						01-48-5-661	TRAINING	\$150.00
						01-48-5-660	DUES AND SUBSCRIPTIONS	\$115.00
						01-48-4-638	ADVERTISING	\$390.00
						01-48-5-661	TRAINING	\$150.00
ISHER 111523	11/15/23	\$111.53			JPCOOKE-STAMPERS BLDG & ADMIN/AMAZON-DESK PLANNER			
						01-42-3-606	OFFICE EQUIPMENT	\$30.15
						01-53-3-606	OFFICE EQUIPMENT	\$70.95
						01-53-3-601	OFFICE SUPPLIES	\$10.43

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MILOVANOVIC 1115	11/15/23	\$173.10		SAMS CLUB-TISSUE, WATER, COFFEE SUPPLIES	01-48-5-661	TRAINING	\$499.00	
					01-48-3-611	SPECIAL POLICE COMMODITIES	\$67.26	
					01-48-3-601	OFFICE SUPPLIES	\$23.02	
					01-48-3-615	SMALL TOOLS & EQUIPMENT	\$(245.62)	
					01-48-5-661	TRAINING	\$278.25	
					01-48-5-661	TRAINING	\$50.01	
	BOGUE 111523	11/15/23	\$1,774.30		LENOVO-LAPTOP & ACCESSORIES GIS CONSORTIUM/3CMA-ANNUAL MEMBERSHIP	01-67-3-605	OPERATING SUPPLIES	\$173.10
						01-55-4-650	GIS CONSORTIUM	\$1,374.30
						01-42-5-660	DUES AND SUBSCRIPTIONS	\$400.00
						VENDOR TOTAL:		\$8,153.92
BUILDING AUTOMATION SOLUTIONS								
SI2084699	10/11/23	\$1,015.00		MAINTENANCE CONTRACT 10/1/23-12/31/23	01-67-6-680	MAINTENANCE CONTRACTS	\$1,015.00	
						VENDOR TOTAL:	\$1,015.00	
BURKE, LLC	12/06/23	\$2,135.00		BROOKWOOD BRIDGE INSPECTIONS	01-55-4-630	PROFESSIONAL SERVICES	\$2,135.00	
188561					VENDOR TOTAL:		\$2,135.00	
CANON SOLUTIONS AMERICA , INC.								
6006269830	11/27/23	\$11.60		FD COPIER MAINT BASE 11/27/23-12/26/23	01-49-6-677	EQUIPMENT SERVICE CONTRACTS	\$11.60	
6006269825	11/27/23	\$11.60		BLDG DEPT COPIER MAINT BASE 11/27/23-12/26/23	01-53-6-670	OFFICE EQUIPMENT MAINTENANCE	\$11.60	
6006263128	11/26/23	\$476.09		PD COPIER MAINT BASE 11/26/23-2/25/24	01-48-6-674	COPIER MAINTENANCE	\$476.09	
6006261101	11/26/23	\$367.91		PD COPIER MAINT USAGE 8/26/23-11/25/23	01-48-6-674	COPIER MAINTENANCE	\$367.91	
						VENDOR TOTAL:	\$867.20	

Village of Flossmoor
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CHANDLER SERVICES INC 29680	11/17/23	\$1,889.27		AERIAL LADDER PREV MAINT	01-49-6-671	VEHICLE MAINTENANCE	\$1,889.27
	11/17/23	\$2,230.84		T-19 MISC REPAIRS	01-49-6-671	VEHICLE MAINTENANCE	\$2,230.84
	11/29/23	\$588.60		A119 BI-ANNUAL PREV MAINTENANCE	01-49-6-671	VEHICLE MAINTENANCE	\$588.60
	11/29/23	\$755.60		A19 BI-ANNUAL PREV MAINTENANCE	01-49-6-671	VEHICLE MAINTENANCE	\$755.60
					VENDOR TOTAL:		\$5,464.31
CHC WELLBEING INC							
C6851	12/12/23	\$4,619.44		HEALTH & WELLNESS SCREENING	01-42-2-592	EAP & WELLNESS PROGRAMS	\$252.88
					01-43-2-592	EAP & WELLNESS PROGRAMS	\$379.32
					01-48-2-592	EAP & WELLNESS PROGRAMS	\$1,686.84
					01-49-2-592	EAP & WELLNESS PROGRAMS	\$442.54
					01-50-2-592	EAP & WELLNESS PROGRAMS	\$316.10
					01-55-2-592	EAP & WELLNESS PROGRAMS	\$126.44
					01-60-2-592	EAP & WELLNESS PROGRAMS	\$1,415.32
					VENDOR TOTAL:		\$4,619.44
COMCAST							
0001890 112323	11/23/23	\$80.30		FD XFINITY 12/1/23 - 12/31/23	28-01-4-639	COMCAST SERVICE	\$80.30
					VENDOR TOTAL:		\$80.30

Village of Flossmoor
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COMED							
0765165035 112123	11/21/23	\$124.37		SYLVAN LIFT STATION POWER 10/23/23-11/21/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$124.37
0811073024 112123	11/21/23	\$554.10		COMMONS/MEINHEIT POWER 10/23/23-11/21/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$554.10
0825150052 112123	11/21/23	\$143.93		COMMONS LIFT STATION POWER 10/23/23-11/21/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$143.93
0275053104 112123	11/21/23	\$271.07		DARTMOUTH LIFT STATION POWER 10/23/23-11/21/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$271.07
0157098050 112123	11/21/23	\$96.71		HOMEWOOD METER VAULT POWER 10/23/23-11/21/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$96.71
0725105073 112823	11/28/23	\$73.47		CBD STREET LIGHTS POWER 10/18/23-11/16/23	40-33-4-634	MISCELLANEOUS SERVICES	\$73.47
2154154035 112123	11/21/23	\$1,129.27		MFT STREET LIGHT POWER 10/18/23-11/26/23	02-01-4-630	ELECTRIC, POWER, AND LIGHT	\$1,129.27
5007104015 120123	12/01/23	\$605.62		WOODS LIFT STATION POWER 10/31/23-12/1/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$605.62
				VENDOR TOTAL:			\$2,998.54
DACRA TECH LLC							
MS202311008	11/30/23	\$750.00		MUNICIPAL OFFENSE SYSTEM/MOVE ABC OCTOBER 2023	01-44-4-646	LOCAL ADJUDICATION SERVICES	\$750.00
				VENDOR TOTAL:			\$750.00
DAILY SOUTHTOWN							
24033261 110123	11/01/23	\$112.99		ADMIN SUBSCRIPTION THROUGH 1/31/24	01-41-5-660	DUES AND SUBSCRIPTIONS	\$112.99
				VENDOR TOTAL:			\$112.99
DELL MARKETING L.P.							
10715249835	11/28/23	\$1,325.67		NEW LAPTOP COMPUTER W/DOCKING STATION - DPW SECRETARY	16-01-7-730	COMPUTER EQUIPMENT	\$1,325.67
				VENDOR TOTAL:			\$1,325.67

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DYNEGY ENERGY SERVICES								
	271903523111	11/27/23	\$1,753.08		VOLLMER RESERVOIR 10/23/23-11/20/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$1,753.08
	271900023111	11/27/23	\$139.98		KEDZIE BOOSTER STATION 10/23/23-11/20/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$139.98
	271900623111	11/27/23	\$1,052.67		STERLING STATION 10/23/23-11/20/23	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$1,052.67
	271900523111	11/27/23	\$1,721.60		BUTTERFIELD LIFT STATION 10/23/23-11/20/23	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$1,721.60
					VENDOR TOTAL:			\$4,667.33
EAGLE UNIFORM CO INC								
	INV18948	12/04/23	\$606.50		UNIFORM-NEW PART TIME CSO-MEYERS	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$606.50
	INV18961	12/05/23	\$182.50		UNIFORM NEW OFFICER MAYDEN	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$182.50
	INV18561	11/21/23	\$132.00		UNIFORM B. MORRIS ZIPPERED SWEATER	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$132.00
	INV18710	11/29/23	\$220.00		UNIFORM HOFFNER BOOTS	01-49-3-612	UNIFORMS & RELATED SUPPLIES	\$220.00
					VENDOR TOTAL:			\$1,141.00
EBEL'S ACE HARDWARE								
	350008	11/27/23	\$11.58		CLEANING SUPPLIES/FASTENERS	01-49-3-611	DORMITORY SUPPLIES	\$11.58
	350077	12/11/23	\$96.24		MISC SUPPLIES	01-49-3-605	OPERATING SUPPLIES	\$96.24
	350034	12/01/23	\$10.76		RED CHRISTMAS LIGHT BULBS	01-49-3-605	OPERATING SUPPLIES	\$10.76
					VENDOR TOTAL:			\$118.58
EIGHNER'S FLOWERS & GIFTS								
	00371770	11/30/23	\$105.90		SYMPATHY BOOTH	01-41-4-652	COMMUNITY SERVICE ACTIVITIES	\$105.90
	0371708	11/21/23	\$90.95		BOOTH SYMPATHY PLANT	24-01-7-770	MISCELLANEOUS POLICE	\$90.95
					VENDOR TOTAL:			\$196.85

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ELMER & SON LOCKSMITHS INC	412828	12/04/23	\$100.00		PHONE ROOM KEYS FOR 2 NEW EMPLOYEES	01-48-3-615	SMALL TOOLS & EQUIPMENT	\$100.00
		11/10/23	\$25.00		MASTER KEY FOR CHIEF-REPLACED BROKEN KEY	01-48-3-615	SMALL TOOLS & EQUIPMENT	\$25.00
	412441						VENDOR TOTAL:	\$125.00
FGM ARCHITECTS INC	233819014	11/15/23	\$1,757.50		FD WOMENS LOCKER ROOM RENOVATION 9/30/23-10/27/23			
					01-67-7-765		VH MUNI COMPLEX IMPROVEMENTS	\$1,757.50
							VENDOR TOTAL:	\$1,757.50
FIRE ENGINEERING	01922418 2023	12/07/23	\$24.00		BERK 2023 SUBSCRIPTION RENEWAL	01-49-5-660	DUES AND SUBSCRIPTIONS	\$24.00
		12/07/23	\$24.00		KOPEC 2023 SUBSCRIPTION RENEWAL	01-49-5-660	DUES AND SUBSCRIPTIONS	\$24.00
	03194115 2023						VENDOR TOTAL:	\$48.00
FITZSIMMONS	6432286	11/17/23	\$15.00		H TANK RENTAL	01-49-6-675	EMS EQUIPMENT MAINTENANCE	\$15.00
							VENDOR TOTAL:	\$15.00
FLOSSMOOR FAMILY AUTO SERVICE	124463	11/27/23	\$285.41		C119 MAINTENANCE/TIRE BALANCE	01-49-6-671	VEHICLE MAINTENANCE	\$285.41
							VENDOR TOTAL:	\$285.41
FORT DEARBORN LIFE INSURANCE	DECEMBER 2023	11/09/23	\$496.68		DECEMBER 2023 PREMIUM	01-42-2-591	LIFE INSURANCE PREMIUM	\$39.73
						01-43-2-591	LIFE INSURANCE PREMIUM	\$54.63
						01-45-2-591	LIFE INSURANCE PREMIUM	\$19.87
						01-48-2-591	LIFE INSURANCE PREMIUM	\$153.97
						01-49-2-591	LIFE INSURANCE PREMIUM	\$54.63
						01-50-2-591	LIFE INSURANCE PREMIUM	\$34.77
						01-55-2-591	LIFE INSURANCE PREMIUM	\$29.80
						01-60-2-591	LIFE INSURANCE PREMIUM	\$109.28
							VENDOR TOTAL:	\$496.68

Invoices Due On/Before: 12/19/23

Vendor Name		Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
GALLAGHER MATERIALS CORP.									
32065		11/22/23		\$123.00		ASPHALT MIX	01-68-3-619	PROGRAM COMMODITIES	\$30.75
							02-01-3-606	ASPHALT MIX	\$30.75
							08-14-3-612	ASPHALT MIX	\$30.75
							08-24-3-612	ASPHALT MIX	\$30.75
32101									
		11/29/23		\$215.25		ASPHALT MIX	01-68-3-619	PROGRAM COMMODITIES	\$53.81
							02-01-3-606	ASPHALT MIX	\$53.81
							08-14-3-612	ASPHALT MIX	\$53.81
							08-24-3-612	ASPHALT MIX	\$53.82
								VENDOR TOTAL:	\$338.25
GENERAL CODE									
PG000034417		11/28/23		\$1,151.67		SUPPLEMENT NO. 25 MUNICIPAL CODE UPDATES	01-41-4-644	MUNICIPAL CODE UPDATES	\$1,151.67
								VENDOR TOTAL:	\$1,151.67
GRANICUS									
175367		12/01/23		\$443.78		MINUTE TRAQ 12/1/23 - 12/31/23	01-41-4-645	PAPERLESS AGENDA SOFTWARE SERV	\$443.78
								VENDOR TOTAL:	\$443.78
IL DEPT HEALTHCARE & FAMILY SVCS									
GEMT202234082		11/15/23		\$188,204.34		GEMT FY 2023 (7/1/22-6/30/23)	01-00-4-451	AMBULANCE FEES	\$188,204.34
								VENDOR TOTAL:	\$188,204.34
HOLLAND PRINTING INC									
74691		12/04/23		\$129.00		BUSINESS CARDS BAPP/LEVY/BAUSCH	01-48-3-612	UNIFORMS & RELATED SUPPLIES	\$129.00
74711		12/04/23		\$1,487.58		WATER BILLS/ENVELOPES	08-10-4-635	PRINTING	\$1,115.68
							08-20-4-635	PRINTING	\$371.90
								VENDOR TOTAL:	\$1,616.58
OME CLEANING CENTERS -AMERICA									
0717		12/01/23		\$3,304.00		DECEMBER 2023 CLEANING SERVICES	01-67-4-630	CLEANING SERVICE	\$3,304.00
								VENDOR TOTAL:	\$3,304.00
Communication: Presentation of Bills for Approval and Payment as Approved by the Finance Committee (December 18, 2023) (CONSENT									

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
HOME DEPOT CREDIT SERVICES	1025565	10/18/23	\$249.00		6035322502036134 - LITHIUM - ION BATTERIES	08-11-3-605	OPERATING SUPPLIES	\$249.00
	1513138	10/18/23	\$344.77		6035322502036134 - STORAGE BINS	01-67-3-605	OPERATING SUPPLIES	\$344.77
	5520339	10/24/23	\$98.76		6035322502036134 - POST INSTALLATION MIX	01-60-6-677	REPAIRS	\$98.76
						VENDOR TOTAL:		\$692.53
HOMEWOOD DISPOSAL SERVICE INC								
8499216 120123		12/01/23	\$153.70		YARD WASTE STICKERS CUST #10-13341	01-00-2-424	YARD WASTE STICKERS	\$153.70
						VENDOR TOTAL:		\$153.70
HOMEWOOD DISPOSAL SERVICE INC								
8604301		12/01/23	\$385.53		VH REFUSE REMOVAL CUST #10-13317	01-67-4-654	SCAVENGER AND DISPOSAL SERVICE	\$385.53
						VENDOR TOTAL:		\$385.53
HOMEWOOD DISPOSALSERVICE INC								
8604298		12/01/23	\$382.62		DPW REFUSE REMOVAL ACCT #10-13143	01-67-4-654	SCAVENGER AND DISPOSAL SERVICE	\$382.62
8592026		11/27/23	\$166.81		DPW REFUSE REMOVAL ACCT #10-13143	01-67-4-654	SCAVENGER AND DISPOSAL SERVICE	\$166.81
						VENDOR TOTAL:		\$549.43
THE HORTON GROUP								
111551		11/16/23	\$900.00		VP OCTOBER 2023 REWARDS EARNED	01-48-2-592	EAP & WELLNESS PROGRAMS	\$525.00
						01-49-2-592	EAP & WELLNESS PROGRAMS	\$175.00
						01-55-2-592	EAP & WELLNESS PROGRAMS	\$25.00
						01-60-2-592	EAP & WELLNESS PROGRAMS	\$175.00
						VENDOR TOTAL:		\$900.00
SAP								
2152023		11/29/23	\$100.00		ANNUAL RECOGNITION LUNCHEON-HOIDEN & BERK	01-49-5-663	FIRE TUITION AND FEES	\$100.00
						VENDOR TOTAL:		\$100.00

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
IGFOA	NOVOA HOLIDAY 2	12/07/23	\$30.00		NOVOA SOUTH METRO HOLIDAY LUNCHEON	01-43-5-661	TRAINING	\$30.00
							VENDOR TOTAL:	\$30.00
IL FIRE & POLICE COMMISSIONERS	02958	11/22/23	\$400.00		2024 MEMBER RENEWAL-CITY/TOWN MEMBERSHIP	01-48-5-660	DUES AND SUBSCRIPTIONS	\$400.00
							VENDOR TOTAL:	\$400.00
ILCMA	4902	12/06/23	\$50.00		JOB AD POSTING ASST FINANCE DIRECTOR	01-43-4-634	MISCELLANEOUS SERVICES	\$50.00
							VENDOR TOTAL:	\$50.00
INVOICE CLOUD	1891202311	11/30/23	\$276.95		INVOICE CLOUD 11/1/23 - 11/30/23	08-10-4-654 08-20-4-654	CUSTOMER PAYMENT PORTAL CUSTOMER PAYMENT PORTAL	\$207.71 \$69.24
							VENDOR TOTAL:	\$276.95
IRMA	SALES0021151	10/31/23	\$116.01		OCTOBER 2023 DEDUCTIBLE	01-49-4-642	IRMA INSURANCE DEDUCTIBLE	\$116.01
							VENDOR TOTAL:	\$116.01
MACQUARIE EQUIPMENT CAPITAL INC.	138483	10/18/23	\$1,874.00		TELEPHONE LEASE AGRMT #1906979001- 11/29/23-12/28/23	01-42-4-637 01-43-4-637 01-48-4-637 01-50-4-637 01-49-4-637 01-53-4-637 01-55-4-637	TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE	\$211.76 \$140.55 \$648.40 \$140.55 \$352.31 \$112.44 \$267.99
							VENDOR TOTAL:	\$1,874.00

Village of Flossmoor
Detail Board Report

Invoices Due On/Before: 12/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
MASIMO AMERICAS, INC.	3253931	11/15/23	\$453.99		SPO2 SENSORS	01-49-3-622	EMS EQUIPMENT & SUPPLIES	\$453.99
							VENDOR TOTAL:	\$453.99
NICHOLAS MAYDEN	11DEC23	12/11/23	\$35.95		REIMBURSE FUEL CHARGE-SWIC POLICE ACADEMY	01-48-3-608	PETROLEUM PRODUCTS	\$35.95
							VENDOR TOTAL:	\$35.95
MICHAEL MCNICHOLAS	112823	11/28/23	\$537.64		REISSUE 9/9/22, 10/21/22 & 11/18/22 PAYROLL CHECKS	01-49-1-547	DUTY SHIFT PAY	\$537.64
							VENDOR TOTAL:	\$537.64
MENARDS	95827	11/15/23	\$9.96		REBAR	08-24-3-613	CONCRETE FORMS & MATERIALS	\$9.96
							VENDOR TOTAL:	\$9.96
MENARD'S-HOMEWOOD	67765	11/28/23	\$17.04		HVAC ROOFTOP UNIT SIGN LETTERS/NUMBERS	01-67-3-605	OPERATING SUPPLIES	\$17.04
	67774	11/28/23	\$2.94		REFLECTIVE LETTERS	01-60-3-605	OPERATING SUPPLIES	\$2.94
	67957	11/30/23	\$59.97		UTILITY HEATER	09-01-7-714	LIFT STATION REHAB	\$59.97
							VENDOR TOTAL:	\$79.95

Village of Flossmoor Detail Board Report

Invoices Due On/Before: 12/19/23

Vendor Name					
Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number GL Description Line Amount
MONARCH AUTO SUPPLY INC					
6981604496	09/22/23	\$259.99		DRILL KIT FOR SQUAD	01-48-6-671 VEHICLE MAINTENANCE & SUPPLIES \$259.99
6981609020	11/10/23	\$1,161.91		D14, D15, D16 HOSE CONNECT	01-60-6-671 MAINTENANCE AND SUPPLIES \$387.31 08-11-6-671 MAINTENANCE AND SUPPLIES \$387.30 08-21-6-671 MAINTENANCE AND SUPPLIES \$387.30
6981609034	11/10/23	\$16.16		A16 AIR FILTER	01-60-6-671 MAINTENANCE AND SUPPLIES \$16.16
6981609203	11/13/23	\$81.77		P24 SPARK PLUGS	01-60-6-671 MAINTENANCE AND SUPPLIES \$27.25 08-11-6-671 MAINTENANCE AND SUPPLIES \$27.26 08-21-6-671 MAINTENANCE AND SUPPLIES \$27.26
6981609621	11/17/23	\$57.79		OIL/AIR FILTERS	01-48-6-671 VEHICLE MAINTENANCE & SUPPLIES \$57.79
6981610479	11/29/23	\$206.63		SQUAD 121 BRAKE JOB	01-48-6-671 VEHICLE MAINTENANCE & SUPPLIES \$206.63 VENDOR TOTAL: \$1,784.25
MUNICIPAL GIS PARTNERS INC					
7145	11/30/23	\$5,535.00		STAFFING SERVICES	01-55-4-650 GIS CONSORTIUM \$5,535.00 VENDOR TOTAL: \$5,535.00
NATIONAL PUBLIC EMPLOYER LABOR					
7805	01/01/24	\$230.00		BOOTH 2024 ANNUAL MEMBERSHIP DUES	01-43-5-660 DUES AND SUBSCRIPTIONS \$230.00 VENDOR TOTAL: \$230.00
MICHELLE NELSON					
112823	11/28/23	\$255.40		REIMBURSE MILEAGE-RETAIL LIVE TRAINING EVENT 11/16/23	01-41-5-661 TRAINING \$255.40 VENDOR TOTAL: \$255.40

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
NICOR GAS							
96444410003 11202	11/20/23	\$698.00		DPWSC GAS BILL	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$698.00
72380610005 11212	11/21/23	\$49.39		KEDZIE BOOSTER STATION GAS BILL	08-11-4-631	ELECTRIC, POWER, AND LIGHT	\$49.39
25186956857 11282	11/28/23	\$50.46		WOODS LIFT STATION GAS BILL	08-21-4-631	ELECTRIC, POWER, & LIGHT	\$50.46
				VENDOR TOTAL:			\$797.85
OTTOSEN DINOLFO HASENBALG & CASTALD							
1347	10/31/23	\$7,433.00		LEGAL SERVICES	01-44-4-644	OTHER LEGAL SERVICES	\$7,433.00
69	09/30/23	\$1,056.00		LEGAL SERVICES	01-44-4-644	OTHER LEGAL SERVICES	\$1,056.00
				VENDOR TOTAL:			\$8,489.00
PARAMEDIC SERVICES OF ILLINOIS INC							
8250	12/01/23	\$56,417.00		CONTRACTED FD PERSONNEL-PERIOD ENDING 12/31/23	01-49-4-650	CONTRACT FF/PM PERSONNEL	\$56,417.00
				VENDOR TOTAL:			\$56,417.00
PITNEY BOWES							
3106402360	11/29/23	\$821.64		POSTAGE METER LEASE 9/30/23-12/29/23	01-43-6-670	OFFICE EQUIP MAINT	\$821.64
				VENDOR TOTAL:			\$821.64
SOUTHTOWN REFRIGERATION LLC							
SI2085954	11/27/23	\$2,050.00		MAINTENANCE CONTRACT 12/1/23-12/31/23	01-67-6-680	MAINTENANCE CONTRACTS	\$2,050.00
				VENDOR TOTAL:			\$2,050.00

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Invoices Due On/Before: 12/19/23

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

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
SAFEGUARD BUSINESS SYSTEMS	9003281058	12/07/23	\$452.37		A/P CHECKS RESTOCK			
						01-43-4-635	PRINTING	\$339.28
						08-10-4-635	PRINTING	\$67.86
						08-20-4-635	PRINTING	\$45.23
						VENDOR TOTAL:		\$452.37
SMITTY'S TREE SERVICE INC.	245555	11/19/23	\$2,500.00		SPOT PRUNING ROUND 1			
						01-63-4-653	PARKWAY TREE SERVICES	\$2,500.00
						VENDOR TOTAL:		\$2,500.00
STANDARD EQUIPMENT COMPANY	P46592	11/07/23	\$1,994.51		HOSE & HOSE EQUIPMENT/SUPPLIES			
						01-60-6-671	MAINTENANCE AND SUPPLIES	\$498.62
						09-01-6-671	MAINTENANCE AND SUPPLIES	\$498.63
						08-11-6-671	MAINTENANCE AND SUPPLIES	\$498.63
						08-21-6-671	MAINTENANCE AND SUPPLIES	\$498.63
						VENDOR TOTAL:		\$1,994.51
STATE TREASURER	64082	11/09/23	\$1,175.04		TRAFFIC SIGNALS MAINT JULY - SEPTEMBER 2023			
						02-01-4-630	TRAFFIC SIGNALS MAINT	\$1,175.04
						VENDOR TOTAL:		\$1,175.04
STRAND ASSOCIATES, INC	0204374	11/13/23	\$753.77		2023 DCEO BRUMELY DR RECONSTRUCTION			
						17-01-1-704	BRUMLEY ROAD ENGINEERING	\$753.77
						VENDOR TOTAL:		\$753.77
SUBURBAN LABORATORIES INC	220498	11/30/23	\$1,141.40		ROUTINE COLIFORM/LEAD & COPPER TESTING			
						08-11-6-677	WATER FACILITY MAINTENANCE	\$1,141.40
						VENDOR TOTAL:		\$1,141.40
UPERIOR PUMPING SERVICES	270	11/21/23	\$8,817.62		MEINHEIT PUMP REPAIR			
						08-11-6-677	WATER FACILITY MAINTENANCE	\$8,817.62
						VENDOR TOTAL:		\$8,817.62

Village of Flossmoor
Detail Board Report

Invoices Due On/Before: 12/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
T.R.L. TIRE SERVICE CORP 33691	11/10/23	\$1,494.60		A19 & A119 TIRES	01-49-6-671	VEHICLE MAINTENANCE	\$1,494.60
	11/28/23	\$64.00		PD/DPW TIRE DISPOSAL	01-60-6-671	MAINTENANCE AND SUPPLIES	\$16.00
					09-01-6-671	MAINTENANCE AND SUPPLIES	\$16.00
					08-11-6-671	MAINTENANCE AND SUPPLIES	\$16.00
					08-21-6-671	MAINTENANCE AND SUPPLIES	\$16.00
VENDOR TOTAL:							\$1,558.60
THE COP FIRE SHOP 212986	10/10/23	\$24.00		K THACKER UNIFORM	01-49-3-612	UNIFORMS & RELATED SUPPLIES	\$24.00
						VENDOR TOTAL:	\$24.00
THOMSON REUTERS-WEST 849344111	12/01/23	\$772.35		ONLINE/SOFTWARE SUBSCRIPTION NOV 1 - NOV 30 2023	01-48-4-630	PROFESSIONAL SERVICES	\$772.35
						VENDOR TOTAL:	\$772.35
TRAFFIC CONTROL & 117436	11/30/23	\$810.00		SIGN POSTS	01-60-6-677	REPAIRS	\$810.00
						VENDOR TOTAL:	\$810.00
TRAFFIC CONTROL COMPANY 34776	09/28/23	\$6,110.50		GEM-RENTAL BARRICADES/BIKE RACKS/FENCING	01-60-3-618	SAFETY EQUIPMENT & SUPPLIES	\$810.00
					01-41-4-650	FLOSSMOOR FEST	\$5,300.50
						VENDOR TOTAL:	\$6,110.50
TRAINING CONCEPTS INC 58168	11/29/23	\$847.50		VILLAGE STAFF CPR	01-49-5-665	PUBLIC EDUCATION	\$847.50
						VENDOR TOTAL:	\$847.50

Village of Flossmoor
Detail Board Report
Invoices Due On/Before: 12/19/23

Vendor Name Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
UNITED PARCEL SERVICE							
0000F36604463 111	11/18/23	\$61.51		STATPACKS WARRANTY/ZOLL MEDICAL	01-49-3-603	POSTAGE	\$61.51
0000F36604453	11/11/23	\$33.19		HUCKLEBERRY NOTARY BONDING/IEPA DIV OF PUBLIC WATER	01-55-5-660	DUES AND SUBSCRIPTIONS	\$18.57
					01-55-3-603	POSTAGE	\$14.62
						VENDOR TOTAL:	\$94.70
USA BLUE BOOK							
INV00202615	11/21/23	\$74.59		HACH WATER SAMPLING SUPPLIES	08-11-3-605	OPERATING SUPPLIES	\$74.59
						VENDOR TOTAL:	\$74.59
VERIZON WIRELESS							
9949462489	11/16/23	\$2,018.62		10/17/23-11/16/23	01-42-4-637	TELEPHONE	\$210.21
					01-43-4-637	TELEPHONE	\$84.60
					01-45-4-637	TELEPHONE	\$42.30
					01-53-4-637	TELEPHONE	\$42.30
					01-50-4-637	TELEPHONE	\$753.82
					01-55-4-637	TELEPHONE	\$885.39
						VENDOR TOTAL:	\$2,018.62
VILLAGE OF HOMEWOOD							
11500	12/08/23	\$111,340.00		HOMEWOOD WATER BILL 9/30/23-10/31/23	08-11-4-635	HOMEWOOD-LAKE MICHIGAN WATER	\$111,340.00
						VENDOR TOTAL:	\$111,340.00

Village of Flossmoor
Detail Board Report

Invoices Due On/Before: 12/19/23

Vendor Name	Invoice #	Invoice Date	Invoice Amount	PO #	Invoice Description	GL Number	GL Description	Line Amount
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Total Amount Being Paid: \$494,605.38
Total Number of Invoices: 157

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/Chk
ACCURBIO	ACCURATE BIOMETRICS INC.	N	(1) 189.75	(0) 0.00	189.75
ALWARREN	AL WARREN OIL COMPANY INC	N	(5) 4,401.31	(0) 0.00	4,401.31
ALLSCAPE	ALLSCAPE INCORPORATED	N	(1) 3,900.00	(0) 0.00	3,900.00
AMAZON	AMAZON CAPITAL SERVICES	N	(17) 1,472.76	(0) 0.00	1,472.76
ANDRESME	ANDRES MEDICAL BILLING, LTD	Y	(1) 2,721.39	(0) 0.00	2,721.39
BALLAN	B ALLAN GRAPHICS	N	(1) 150.00	(0) 0.00	150.00
BAXTER&W	BAXTER & WOODMAN, INC.	N	(4) 10,262.81	(0) 0.00	10,262.81
BECKERD	DAVID BECKER	N	(1) 486.56	(0) 0.00	486.56
BENISTAR	BENISTAR	N	(1) 954.00	(0) 0.00	954.00
BLACKDIR	BLACK DIRT, INC.	N	(1) 95.00	(0) 0.00	95.00
BMOFIN	BMO FINANCIAL GROUP	N	(10) 8,153.92	(0) 0.00	8,153.92
BUILDAUT	BUILDING AUTOMATION SOLUTIONS	N	(1) 1,015.00	(0) 0.00	1,015.00
BURKELLC	BURKE, LLC	N	(1) 2,135.00	(0) 0.00	2,135.00
CANONSOL	CANON SOLUTIONS AMERICA , INC.	N	(4) 867.20	(0) 0.00	867.20
CHANDLER	CHANDLER SERVICES INC	N	(4) 5,464.31	(0) 0.00	5,464.31
CHCWELL	CHC WELLBEING INC	Y	(1) 4,619.44	(0) 0.00	4,619.44
COMCAST FD	COMCAST	N	(1) 80.30	(0) 0.00	80.30
COM4015	COMED	N	(1) 2,998.54	(0) 0.00	605.62
DACRA	DACRA TECH LLC	N	(1) 750.00	(0) 0.00	750.00
DAILYST	DAILY SOUTHTOWN	N	(1) 112.99	(0) 0.00	112.99
DELL	DELL MARKETING L.P.	N	(1) 1,325.67	(0) 0.00	1,325.67
DYNEGY	DYNEGY ENERGY SERVICES	N	(4) 4,667.33	(0) 0.00	4,667.33
EAGLEUNI	EAGLE UNIFORM CO INC	N	(4) 1,141.00	(0) 0.00	1,141.00
EBELSACE	EBEL'S ACE HARDWARE	N	(3) 118.58	(0) 0.00	118.58
EIGHNERS	EIGHNER'S FLOWERS & GIFTS	N	(2) 196.85	(0) 0.00	196.85
ELMER&SO	ELMER & SON LOCKSMITHS INC	N	(2) 125.00	(0) 0.00	125.00
FGMA	FGM ARCHITECTS INC	N	(1) 1,757.50	(0) 0.00	1,757.50
FIREEN	FIRE ENGINEERING	N	(2) 48.00	(0) 0.00	48.00
FITZSIMM	FITZSIMMONS	N	(1) 15.00	(0) 0.00	15.00
FLOSSFAM	FLOSSMOOR FAMILY AUTO SERVICE	N	(1) 285.41	(0) 0.00	285.41
FDLIFE	FORT DEARBORN LIFE INSURANCE	N	(1) 496.68	(0) 0.00	496.68
GALLAMAT	GALLAGHER MATERIALS CORP.	N	(2) 338.25	(0) 0.00	338.25
GENERALC	GENERAL CODE	Y	(1) 1,151.67	(0) 0.00	1,151.67
GRANICUS	GRANICUS	N	(1) 443.78	(0) 0.00	443.78
HFS	IL DEPT HEALTHCARE & FAMILY SVCS	N	(1) 188,204.34	(0) 0.00	188,204.34
HOLLANDP	HOLLAND PRINTING INC	N	(2) 1,616.58	(0) 0.00	1,616.58
HOMECLEA	HOME CLEANING CENTERS -AMERICA	N	(1) 3,304.00	(0) 0.00	3,304.00
HOMEDEPO	HOME DEPOT CREDIT SERVICES	N	(3) 692.53	(0) 0.00	692.53
HOMEWOODYW	HOMEWOOD DISPOSAL SERVICE INC	N	(1) 153.70	(0) 0.00	153.70
HOMEWOODVH	HOMEWOOD DISPOSAL SERVICE INC	N	(1) 385.53	(0) 0.00	385.53
HOMEWOODPW	HOMEWOOD DISPOSALSERVICE INC	N	(2) 549.43	(0) 0.00	549.43
HORTON	THE HORTON GROUP	N	(1) 900.00	(0) 0.00	900.00
IFSAP	IFSAP	N	(1) 100.00	(0) 0.00	100.00
IGFOA-CO	IGFOA	N	(1) 30.00	(0) 0.00	30.00
IFPCA	IL FIRE & POLICE COMMISSIONERS	N	(1) 400.00	(0) 0.00	400.00

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

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/Chk
ILCMA	ILCMA	N	(1) 50.00	(0) 0.00	50.00
INVOICE	INVOICE CLOUD	N	(1) 276.95	(0) 0.00	276.95
IRMA	IRMA	N	(1) 116.01	(0) 0.00	116.01
MACQUARIE	MACQUARIE EQUIPMENT CAPITAL INC.	N	(1) 1,874.00	(0) 0.00	1,874.00
MASIMO	MASIMO AMERICAS, INC.	N	(1) 453.99	(0) 0.00	453.99
MAYDEN	NICHOLAS MAYDEN	N	(1) 35.95	(0) 0.00	35.95
MCNICHOL	MICHAEL MCNICHOLAS	N	(1) 537.64	(0) 0.00	537.64
MENARDS	MENARDS	N	(1) 9.96	(0) 0.00	9.96
MENARDHM	MENARD'S-HOMEWOOD	N	(3) 79.95	(0) 0.00	79.95
MONARCH	MONARCH AUTO SUPPLY INC	N	(6) 1,784.25	(0) 0.00	1,784.25
MUNICIPALG	MUNICIPAL GIS PARTNERS INC	N	(1) 5,535.00	(0) 0.00	5,535.00
NPELRA	NATIONAL PUBLIC EMPLOYER LABOR	N	(1) 230.00	(0) 0.00	230.00
NELSON,M	MICHELLE NELSON	N	(1) 255.40	(0) 0.00	255.40
NICOR-4	NICOR GAS	N	(3) 797.85	(0) 0.00	797.85
OTTOSEN	OTTOSEN DINOLFO HASENBALG & CAST	Y	(2) 8,489.00	(0) 0.00	8,489.00
PARAMEDICS	PARAMEDIC SERVICES OF ILLINOIS I	N	(1) 56,417.00	(0) 0.00	56,417.00
PITNEY	PITNEY BOWES	N	(1) 821.64	(0) 0.00	821.64
PREMISTAR	SOUTHTOWN REFRIGERATION LLC	Y	(1) 2,050.00	(0) 0.00	2,050.00
PRESCIEN	PRESCIENT SOLUTIONS	N	(2) 14,285.00	(0) 0.00	14,285.00
PUBSAFET	PUBLIC SAFETY DIRECT, INC.	N	(1) 535.00	(0) 0.00	535.00
RUNCO	RUNCO OFFICE SUPPLY	N	(1) 208.11	(0) 0.00	208.11
SAFEGUAR	SAFEGUARD BUSINESS SYSTEMS	N	(1) 452.37	(0) 0.00	452.37
SMITTYS	SMITTY'S TREE SERVICE INC.	N	(1) 2,500.00	(0) 0.00	2,500.00
STANDEQU	STANDARD EQUIPMENT COMPANY	N	(1) 1,994.51	(0) 0.00	1,994.51
STATETRE	STATE TREASURER	N	(1) 1,175.04	(0) 0.00	1,175.04
STRAND	STRAND ASSOCIATES, INC	N	(1) 753.77	(0) 0.00	753.77
SUBLABOR	SUBURBAN LABORATORIES INC	Y	(1) 1,141.40	(0) 0.00	1,141.40
SUPERPUM	SUPERIOR PUMPING SERVICES	N	(1) 8,817.62	(0) 0.00	8,817.62
T.R.L.	T.R.L. TIRE SERVICE CORP	N	(2) 1,558.60	(0) 0.00	1,558.60
THECOFFI	THE COP FIRE SHOP	N	(1) 24.00	(0) 0.00	24.00
THOMWEST	THOMSON REUTERS-WEST	N	(1) 772.35	(0) 0.00	772.35
TRAFFICC	TRAFFIC CONTROL &	N	(1) 810.00	(0) 0.00	810.00
TRAFCONT	TRAFFIC CONTROL COMPANY	N	(1) 6,110.50	(0) 0.00	6,110.50
TRAINING	TRAINING CONCEPTS INC	N	(1) 847.50	(0) 0.00	847.50
UPS	UNITED PARCEL SERVICE	N	(2) 94.70	(0) 0.00	94.70
USABLU	USA BLUE BOOK	N	(1) 74.59	(0) 0.00	74.59
VERIZON452	VERIZON WIRELESS	N	(1) 2,018.62	(0) 0.00	2,018.62
VILHMD	VILLAGE OF HOMEWOOD	N	(1) 111,340.00	(0) 0.00	111,340.00
Grand Totals:			Total: 157 494,605.38	Total: 0 0.00	

Village of Flossmoor
Detail Board Report
Manual Checks Issued: 12/19/23 thru 12/19/23

Vendor Name		Invoice #		Invoice Date	Amount	Check #	Check Date	PO #	Invoice Description	GL Number	GL Description	Line Amount
AT&T		3826693801		11/11/23	\$888.13	80789	12/01/23		VILLAGE INTERNET ACCT #831-001-1181-835	11/11/23-12/10/23		
									01-42-4-639	WEBSITE & INTERNET SERVICES		\$888.13
									VENDOR TOTAL:			\$888.13
SUTTON FORD		1127231		11/27/23	\$51,471.00	80790	12/01/23	2024-0031	2023 FORD F-150	16-01-7-755	2023 FORD F-150	\$51,471.00
									VENDOR TOTAL:			\$51,471.00
VISION SERVICE PLAN		819218659		11/17/23	\$1,074.10	80791	12/01/23		DECEMBER 2023 PREMIUM			
									01-00-0-219	HEALTH INSURANCE PAYABLE		\$307.77
									01-42-2-590	HEALTH INSURANCE PREMIUM		\$60.51
									01-43-2-590	HEALTH INSURANCE PREMIUM		\$83.20
									01-48-2-590	HEALTH INSURANCE PREMIUM		\$317.68
									01-49-2-590	HEALTH INSURANCE PREMIUM		\$83.20
									01-50-2-590	HEALTH INSURANCE PREMIUM		\$52.95
									01-55-2-590	HEALTH INSURANCE PREMIUM		\$30.26
									01-60-2-590	HEALTH INSURANCE PREMIUM		\$138.53
									VENDOR TOTAL:			\$1,074.10

Total Amount Being Paid: \$53,433.23
Total Number of Invoices: 3

Village of Flossmoor
Detail Board Report
Manual Checks Issued: 12/12/23 thru 12/12/23

Vendor Name	Invoice #	Invoice Date	Amount	Check #	Check Date	PO #	Invoice Description	GL Number	GL Description	Line Amount
PURCHASE POWER	11052023	11/05/23	\$2,743.38	80836	12/12/23		POSTAGE REFILL / WATER BILLING			
								01-42-3-603	POSTAGE	\$16.42
								01-43-3-603	POSTAGE	\$528.19
								01-48-3-603	POSTAGE	\$543.57
								01-49-3-603	POSTAGE	\$2.02
								01-53-3-603	POSTAGE	\$82.29
								01-55-3-603	POSTAGE	\$110.23
								08-10-3-603	POSTAGE	\$510.20
								08-20-3-603	POSTAGE	\$170.11
								01-41-4-650	FLOSSMOOR FEST	\$36.97
								08-10-3-603	POSTAGE	\$557.54
								08-20-3-603	POSTAGE	\$185.84
12052023		11/05/23	\$2,333.00	80836	12/12/23		WATER BILL MAILING / NEWSLETTER / WATER METER MAILING			
								08-10-3-603	POSTAGE	\$410.40
								08-20-3-603	POSTAGE	\$136.79
								01-41-3-603	POSTAGE	\$778.72
								01-55-3-603	POSTAGE	\$828.18
								01-43-3-610	MISCELLANEOUS	\$178.91
									VENDOR TOTAL:	\$5,076.38
SUPERFLEET MASTERCARD PROGRAM	FB030 112623	11/26/23	\$158.46	80838	12/12/23		PETROLEUM-ACCT#FB030 FD-BERK TRAINING/PD-MAYDEN POLICE ACADEMY			
								01-48-3-608	PETROLEUM PRODUCTS	\$90.38
								01-49-3-608	PETROLEUM PRODUCTS	\$68.08
									VENDOR TOTAL:	\$158.46

Total Amount Being Paid: \$5,234.84
Total Number of Invoices: 3

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/Ch
AT&T3	AT&T	N	(1) 888.13	(1) 888.13	0.00
SUTTONFO	SUTTON FORD	N	(1) 51,471.00	(1) 51,471.00	0.00
VISION	VISION SERVICE PLAN	N	(1) 1,074.10	(1) 1,074.10	0.00
	Grand Totals:		Total: 3 53,433.23	Total: 3 53,433.23	

Vendor Code	Vendor Name	1099	Invoice Total	Check Total	Net Inv/Ch
PURCHASE	PURCHASE POWER	N	(2) 5,076.38	(2) 5,076.38	0.0
SPEEDWAY	SUPERFLEET MASTERCARD PROGRAM	N	(1) 158.46	(1) 158.46	0.0
PURCHASE	VOID	N	(2) 0.00	(2) 0.00	0.0
	Grand Totals:		Total: 3 5,234.84	Total: 3 5,234.84	

TO: Bridget Wachtel, Village Manager
FROM: Ann Novoa, Finance Director
DATE: December 18, 2023
SUBJECT: Personnel Manual Updates - Whistleblower Act and The Family Bereavement Leave Act



The Village has presented the Board with two updates to our Employee Personnel Manual regarding legislation that was absent from the manual - The Whistleblower Act and The Family Bereavement Leave Act, respectively.

Section 12.12 is being added to address the Whistleblower Act (740 ILCS 174/15(a)). This Act protects an employee against retaliation if the employee reports a violation of state or federal law involving their employer.

Section 20.2 is being updated to address the new legislation regarding Bereavement Leave. The Family Bereavement Leave Act, 820 ILCS 154/1 addresses additional approved reasons for bereavement leave and the amount of unpaid time off allowed for an employee.

Despite its absence from the Personnel Manual, the Village has been responsible for this legislation. Including it in the manual clearly communicates these benefits to employees and supervisors.

We are asking for Board consideration of these recommendations to amend our Personnel Manual to address the updated legislation and the approval of the attached Ordinance prepared by Village Attorney, Kathi Orr, regarding the legislation.

ORDINANCE NO. _____

AN ORDINANCE OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS, APPROVING AN AMENDMENT TO THE PERSONNEL MANUAL OF THE VILLAGE OF FLOSSMOOR

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, it has been determined the Personnel Manual of the Village should specifically prohibit retaliation against any members of the Village staff and establish the rights of all members of the Village Staff with regard to bereavement leave upon the loss of a family member; and,

WHEREAS, in response thereto, the following amendments to the Personnel Manual of the Village of Flossmoor are hereby recommended for approval.

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

Section 1. The above recitals are incorporated herein and made a part of this Ordinance.

Section 2. The Personnel Manual of the Village of Flossmoor is hereby amended by adding the following to Section 12:

“12.12 NO RETALIATION: No Village official or employee shall take any retaliatory action against any Village employee due to a Village employee's:

1. Disclosure or threatened disclosure of any violation of this policy;
2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry to any violation of this policy; or
3. Assistance or participation in a proceeding to enforce the provisions of this policy.

For purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of any Village employee that is taken in retaliation for a Village employee's involvement in protected activity pursuant to this policy.

Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in

any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency where the employer has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).

Retaliation against an employee who reports an improper governmental action, cooperates with an investigation by an auditing official related to a report of improper governmental action, or testifies in a proceeding or prosecution arising out of an improper governmental action is prohibited under this policy and 50 ILCS 105/4.1.

To invoke protections under this Section an employee shall make a written report of improper governmental action to the Village Manager or her designee."

Section 3. Section 20 of the Personnel Manual is hereby amended by deleting Section 20.2 thereof and replacing it with the following:

"20.2 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 Village Manager or her 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, (v) 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 4. This Ordinance shall be in full force and effect upon its passage, approval, and

publication as provided by law.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

TO: Bridget Wachtel, Village Manager
FROM: Ann Novoa, Finance Director
DATE: December 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 is presenting changes to the Part-Time Salary Schedule to address part-time employees who are currently not being paid at an hourly rate, as well as the minimum wage increase effective January 1st, 2024. The two part-time positions whose pay structures needs to be addressed are the Crossing Guards and the Inspectors. These two positions will be moved to an hourly rate in order to accrue paid time off in accordance with the Paid Leave for All Worker's Act effective January 1st, 2024.

The Crossing Guards are currently being paid at \$27.50 per day or \$25.00 per day and are working an average of two hours a day on school days (one in the morning and one in the afternoon). If we divide those current rates by two, we are below the minimum wage requirement per the State of Illinois on January 1st, 2024. Therefore, we are recommending raising the Crossing Guard payrate to \$31.50/day - \$15.75/hour or \$28.00/day - \$14.00/hour to accommodate the \$14.00 per hour minimum wage requirement. As a reminder, the Crossing Guard payroll expense is a shared cost with the School District. A Budget Amendment may be presented to the Board come the fiscal fourth quarter pending evaluation of this change.

The Inspectors are currently being paid at \$35.00 per inspection or review. These inspections or reviews average an hour; therefore, we are changing the part-time schedule to reflect \$35.00 per hour rather than per inspection or review.

The attached FY23-24 part-time salary schedule is attached to the resolution, with the adjusted pay structure for Crossing Guards and Inspectors and the changes to any positions that are affected by the required minimum wage increase.

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 December 18, 2023, as set forth on *Exhibit A* attached hereto, is hereby approved commencing January 1, 2024.

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

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

PASSED: _____

APPROVED: _____

PUBLISHED: _____

APPROVED:

Mayor

ATTEST:

Village Clerk

VILLAGE OF FLOSSMOOR

PART-TIME SALARIES
(Revised 12/18/2023)

MAY 1, 2023

(3.0%)

Position	Number	Eligible For ATB Increase	Pay Type	Wage Rate	Annual Hours	Budget FY 23-24	Dept. Totals
<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	14.00	0	0	
Crossing Guards	2	No	Hourly	31.50	180		
Crossing Guards	2	No	Hourly	28.00	180		
Crossing Guards	2	No	Hourly	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	14.00	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	14.39	6,264		
Duty Shift-Plan VI	0	Yes	Hourly	0.00			
Duty Shift-Sat & Sun	0	Yes	Hourly	14.39-25.64	2,496		
Duty Shift-Commndr Sat & Sun	0	Yes	Hourly	28.49		446,970	
Mechanic	0	Yes	Hourly	40.35		0	
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

Eligible

Attachment: Exhibit A - Part-Time Schedule final (Part-Time Salary Schedule - Resolution)

<u>Position</u>	<u>Number</u>	<u>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	55,800	
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	576,214
<u>Inspectional Services</u>							
Temporary Assistant	1	Yes	Hourly	20.92	194	4,059	
Electrical Code Administrator	1	No	Hourly	35.00			
			Hourly	35.00	300	10,500	
Plumbing Code Administrator	2	No	Hourly	35.00			
			Hourly	35.00	200	7,000	
Building Inspector	2	Yes	Hourly	21.68	464	10,060	
		No	Hourly	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)				
<u>Public Works</u>							
Temporary Assistant	1	Yes	Hourly	20.92	335	7,008	74,844
Horticult. Workers-Seasonal	2	Yes	Hourly	14.25-20.38	1,250	0	
Laborer - WD/SC/SSR (6 month)	1	No	Hourly	14.00-18.00	999	14,985	
^Position paid from more than one department							21,993
(Shading indicates changes from prior fiscal year)							

TO: Mayor Nelson and Board of Trustees
FROM: Bridget Wachtel, Village Manager
DATE: December 18, 2023
SUBJECT: Appointment of an IRMA Delegate



FLOSSMOOR

Historically, the Village's Finance Director has served as the Village's Delegate and the Village Manager has served as the Village's Alternate to the Intergovernmental Risk Management Agency (IRMA), the Village's workers compensation and general liability insurance cooperative. With the retirement of Finance Director Scott Bordui, the attached resolution appoints Ann Novoa as the Village's new delegate.

RESOLUTION # _____
A RESOLUTION OF THE VILLAGE OF FLOSSMOOR, COOK COUNTY, ILLINOIS DESIGNATING A VILLAGE REPRESENTATIVE TO THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY

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 Village is a member of the Intergovernmental Risk Management Agency (“IRMA”) a member-owned self-governed public risk pool providing protection against human and financial losses; and,

WHEREAS, each member of IRMA appoints a representative to the governing board to act as a delegate on its behalf; and,

WHEREAS, it is recommended that Ann Novoa be appointed as the Village’s delegate and Bridget Wachtel be appointed as her alternate as hereinafter provided.

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 Ann Novoa, the Village Finance Director, be appointed as the Village’s delegate to the governing board of IRMA, and Bridget Wachtel be appointed as her alternative for an indefinite term commencing this date.

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

TO: Bridget Wachtel, Village Manager
FROM: Jonathan Bogue, Assistant Village Manager
DATE: December 18, 2023
SUBJECT: 2024 Sculpture Program



FLOSSMOOR

The following report has been provided by Nicole Castagna, Assistant to the Village Manager - Communications Manager and staff liaison to the Public Art Commission. In 2024, the Public Art Commission would like to relocate an existing sculpture in the rotational sculpture program, as well as accept a donation, and approve two newly leased sculptures. Below is an outline of the proposed installations.

DEPARTING:

- Jack Howard-Potter, *Marmeg* - scheduled to leave in the spring as the contract ended. It is located in Leavitt Park.
- Hilde DeBruin, *Reaching for the Sky* - scheduled to leave in September as the contract has ended. It is located in Leavitt Park.

RELOCATION:

- Homewood-Flossmoor High School, *Kinetic Vision* - currently located on the lawn at the Flossmoor Public Library; proposed new location is near Heather Hill Elementary School at Scott & Lawrence Crescents. Homewood-Flossmoor High School has approved the relocation and has agreed to extend the agreement for three more years. The sculpture will need to be repainted and cleaned before being relocated; estimates and process are pending. Both the library and Flossmoor SD161 administrators have been informed of this proposed relocation, and an intergovernmental agreement with Flossmoor SD161 Board of Education would be written. A new concrete pad will be poured by Public Works; cost is approximately \$200. Direction needed from the Board to proceed.

NEW ARRIVALS:

- Fritz Olsen, *Eternal Flame* - proposed to replace Jack Howard-Potter's *Marmeg* in Leavitt Park on existing concrete pad for three years for a \$3,000 honorarium. Direction needed from the Board to proceed.
- Homewood-Flossmoor High School, *Centennial* - proposed to replace Homewood-Flossmoor High School's *Kinetic Vision* in front of the Flossmoor Public Library for three years on the existing concrete pad for a \$2,000 honorarium. Please see attached proposal from Fine Arts Teacher Greg Petecki. Flossmoor Public Library Director Jamie Paicely has been informed about the planned new sculpture. Direction needed from the Board to proceed.
- William O'Brien, *Untitled* - proposed donation of three similar sculptures to be displayed as a group in the southeast corner of Flossmoor Park. A new concrete pad will be poured by Public Works and solar lighting can be added; approximate cost would be

\$500. Artist's cost to install is \$601.54. Homewood-Flossmoor Park District Executive Director Doug Boehm finds this location agreeable; a formal intergovernmental agreement will be needed, however, for its Board of Commissioners. If the Village accepts this donation, it will be responsible for future regular maintenance such as painting, etc. Direction needed from the Board to proceed.

Images of the sculptures and a PowerPoint submitted by HF are attached. The Village of Flossmoor Public Art Commission would like to thank the Board for the opportunity to present this proposal. Should the Board agree with these acquisitions and relocations, a motion authorizing the Village Manager to enter into three-year loan agreement with Fritz Olsen, approve the relocation of *Kinetic Energy*, approve the HFHS *Centennial* sculpture, and accept William O'Brien's donation of *Untitled* into the Village's permanent location will be needed. Staff will return with the needed intergovernmental agreements for the projects that require them at a future meeting.



Marmeg

Location: Leavitt Park
Leaving in early spring 2024



Reaching for the Sky

Location: Leavitt Park
Agreement ends September 2024

Attachment: Dec 18 Meeting Materials (2024 Sculpture Program)

— RELOCATING —



Kinetic Vision

- Current Location: Flossmoor Public Library front lawn
- Recommendation to move near Heather Hill Elementary School at Scott & Lawrence Crescents
- Will need repairs & painting before relocation
- New concrete pad needed



— PROSPECT —

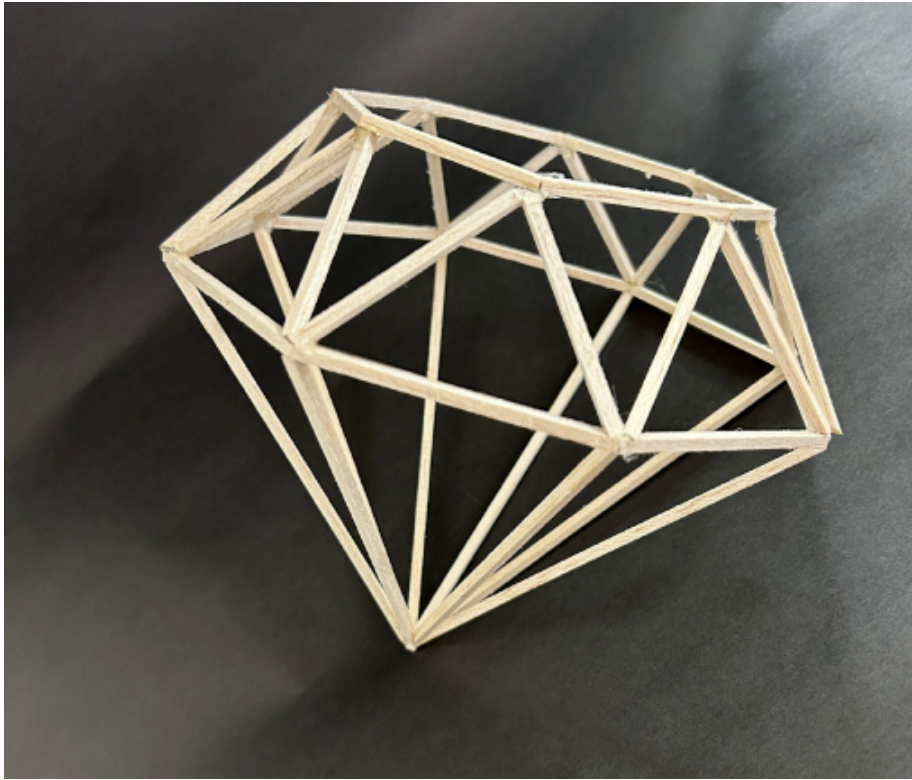


Fritz Olsen's "Eternal Flame"

Artist's Website: www.fritzolsen.com

- Recommendation to add "Eternal Flame" replacing "Marmeg" in Leavitt Park

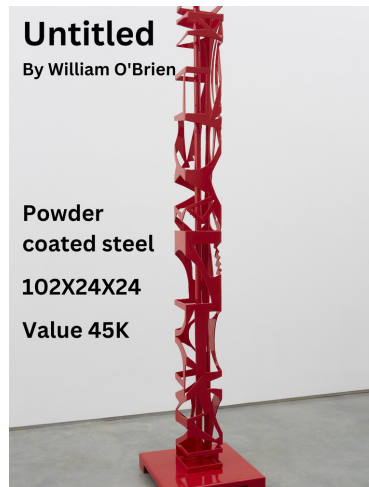
— PROSPECT —



H-F High School's "Centennial"

- Recommendation to place this on Flossmoor Public Library's front lawn replacing "Kinetic Vision"
- Continues the Village's intergovernmental relationship with student-artists

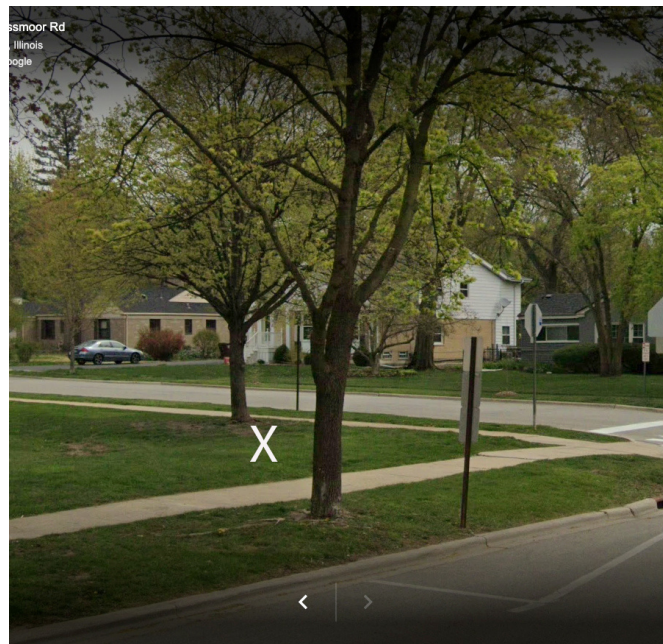
— PROSPECT —



Donation from William O'Brien

Artist's Website: <https://williamjobrien.com/>

- Recommendation to accept donation and place in southeast corner of Flossmoor Park
- Artist's cost to install \$601.54
- Intergovernmental agreement with Homewood-Flossmoor Park District is required



Centennial

Homewood-Flossmoor High School's
Student Sculpture
2023-24



2024
Marks the Village
of
Flossmoor's
100th
Birthday!

History

Community Collaboration

Process

Schedule



b

Attachment: Centennial Diamond Sculpture (1) (2024)

HISTORY

Homewood Flossmoor High School's Arts Department has been collaborating with the Village of Flossmoor and its Sculpture Commission since 2013 with the installation of the student-created *Bell Tower* in front of the Flossmoor Library.

The installation of *Kinetic Vision* followed in 2016, and currently resides in that location, awaiting relocation.

COVID hit and unfortunately put a temporary stop to the program.



REVIVAL

We are excited to announce the revival of this collaborative program in time to celebrate the Village of Flossmoor's monumental centennial celebration!

This year, in the spirit of collaboration, the HF sculpture and welding students will be working together to create the next large-scale, permanent piece to reside in front of the Flossmoor Library.



Attachment: Centennial Diamond Sculpture (1) (2024)

BENEFITS of COLLABORATION

As artists, we believe in the power of art to inspire and unite people. We are creating *Centennial* to celebrate our town's 100th birthday and to inspire young people to uphold community values. The diamond is a symbol of this milestone, representing the strength, resilience, and brilliance of our town and its people.

Working as a group of high school students, we will be collaborating and using our creativity to transform an idea into a physical sculpture that will serve as a lasting reminder of this special occasion. We hope that this sculpture will not only commemorate our village's history but also inspire future generations to continue to strive towards progress and growth.

We are honored to have this opportunity to contribute to our community in this creative and visual way, and we hope that our sculpture will serve as a beacon of pride and joy for all who call our community their home.

Process



DESIGN IDEA

The idea was born out of researching centennial celebrations. A number of ideas were vetted and the diamond caught our attention! Not only a gem that symbolizes longevity and celebration of 100 years, but a celebration of Flossmoor, a hidden gem of the southside. We also wanted to pay tribute to Claes Oldenburg passing in 2022, with a larger-than-life-sized object.

MAQUETTE

A 3-Dimensional model was first created out of paper and then wood to work out structural details and dimensions, while researching material costs.

LOGISTICS

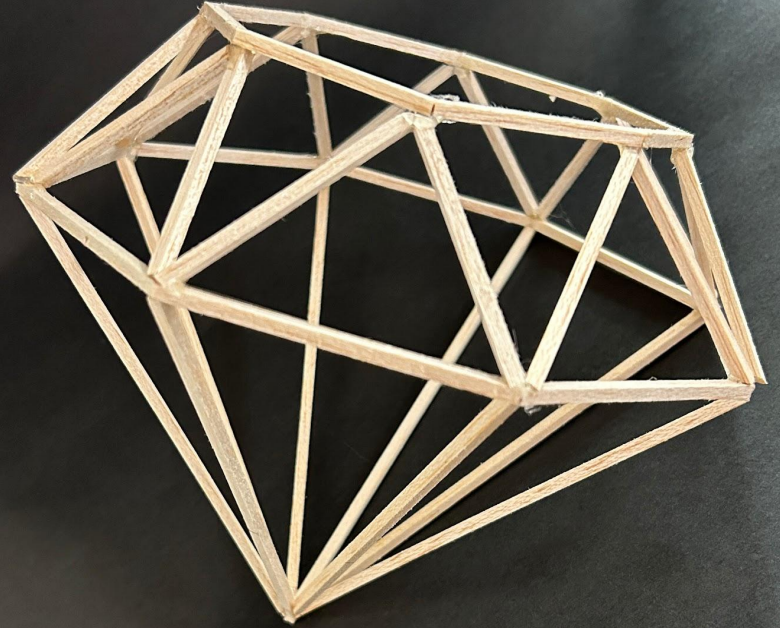
The class will be divided into four groups: Public Relations, Archive, Architecture and Building. By dividing up the work amongst these groups, we can maximize output while minimizing time. The students will be exposed to all the facets that it takes to bring an concept from the idea stage to completion. An invaluable life skill which our young students need to be competitive in the 21st century.

MAQUETTE

Balsa wood model created to scale 1 inch = 1 foot

Open linear sculpture allows sculpture to have a light, airy and modern feel. It's transparent nature also helps create the illusion that the sculpture is glasslike and allows the sculpture to visually change depending on vantage point.

Ultimately, this sculpture design will work within the fiscal budget.



b



Digital rendering of sculpture in location
Color to be determined...
Size: Approx. 6-7' Tall x 8' Diameter

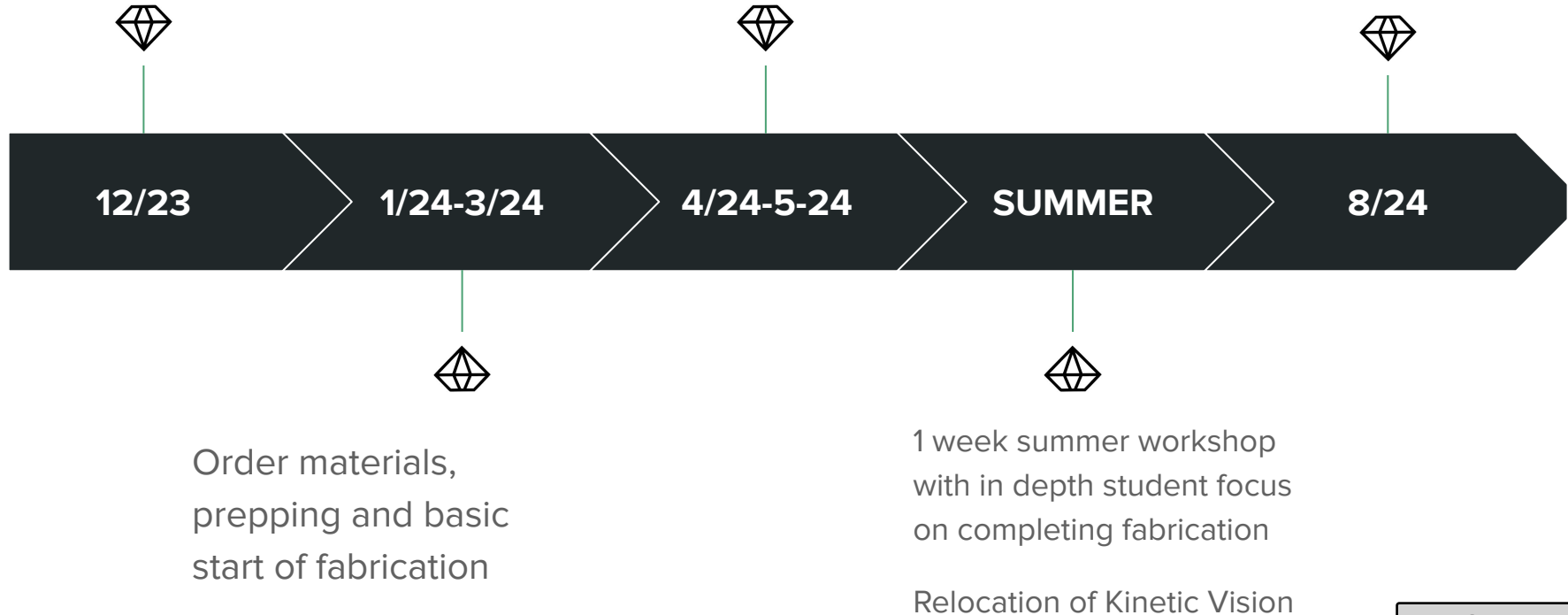
Proposed Schedule



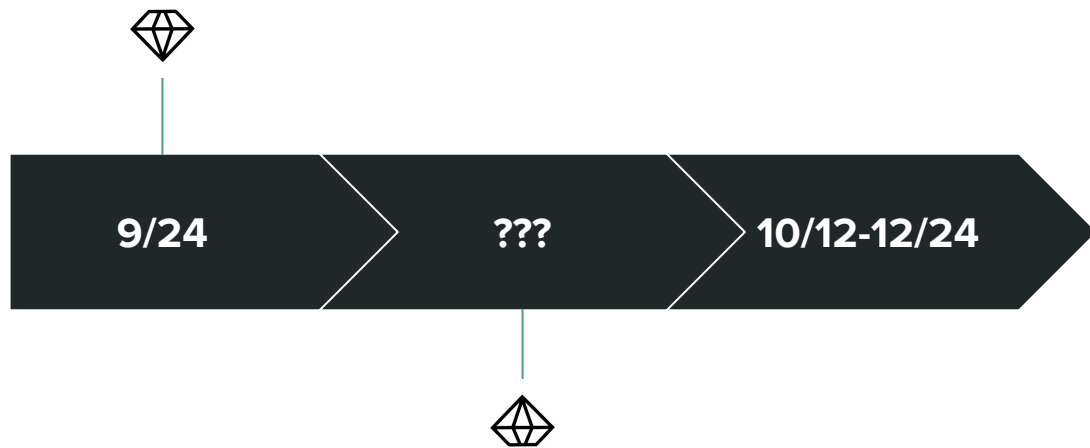
Approval of idea and
acquisition of funds

Teach welding and
start assembling

Field trip to experience
the painting of the
sculpture



Installation of
Sculpture (by Labor
Day)



Celebration and Ribbon
Cutting Ceremony
(Columbus/Indigenous
Peoples Day ???)

We hope you like our
idea and will approve
it?

We at HFHS look
forward to working
with the community
on this project.

Thank you for your time.

b

If you have any questions, please do
not hesitate to reach out.

Greg Petecki

Sculpture Instructor

gpeteck@hf233.org

708 799-3000 ext 5674



Packet Pg. 62

TO: Mayor Nelson and Board of Trustees
FROM: Bridget Wachtel, Village Manager
DATE: December 18, 2023
SUBJECT: Presentation of Strategic Plan Update (2022-2023)



In April 2022, the Village of Flossmoor adopted its Strategic Plan for the period of 2022-2026. The planning document recommends regular assessments of the plan's progress and results. This process helps approach the Strategic Plan implementations as a project and not day-to-day business.

Staff has provided reports to the Village Board at Board meetings to share what activities and programs have supported the strategic priorities and what next steps will be taken. Attached is the report for the 2022-2023 (April 2022 -December 2023) for your review. Staff is very proud of the work we have been able to achieve in support of the Board's strategic priorities. Staff welcomes the Board's input on the report.



Strategic Planning Update



2022-23

INTRODUCTION



In April 2022, the Village of Flossmoor adopted its Strategic Plan for the period 2022-2026. This plan was facilitated by Forrest Consulting and crafted with stakeholder input through a community survey, two community input sessions, and interviews with elected officials and staff leaders. There were five strategic goals determined by this process:

- **FINANCES & SERVICES** — To continue financial planning and develop greater revenue to support delivery of top-notch core services through a balanced budget.
- **INFRASTRUCTURE & HOUSING** — To increase property values by improving the Village infrastructure, beautifying the community and assure a high-quality housing stock.
- **ECONOMIC DEVELOPMENT & BUSINESS RETENTION** — To engage in an economic development program for added tax revenue and to attract and retain businesses that meet residents' needs.
- **INCLUSIVITY** — To foster a united and engaged community by a commitment to inclusion through fair and impartial opportunity and access.
- **STAFF** — To promote excellence in service delivery.

This update provides a progress report on goals and action steps from June 2022 through December 2023.

I. Finances & Services

Develop greater revenue to support delivery of top-notch core services through a balanced budget.

Action Step / Initiative	Responsibility	Timeline
1.1. Identify what core services/programs/areas are inadequately funded, by how much and prioritize these needs against other existing services	Finance Director Village Manager Mayor Village Board	First Priority
1.2. Assess additional revenue opportunities beyond property tax	Finance Director Village Manager Mayor Village Board	Second Priority
1.3. Pursue revenue opportunities that are significant and attainable	Village Manager Mayor Village Board	Third Priority
1.4. Continue financial planning to consistently achieve a balanced general fund budget not dependent on fund balances, anticipate needs & address risks	Finance Director Village Manager Department Directors	Fourth Priority
1.5. Work with SSMMA and other groups to address property tax issues, revenue opportunities, unfunded mandates and burdensome regulatory requirements that do not contribute to the quality of services local government is providing	Mayor Village Manager	Fifth Priority

Major Accomplishments: June 2022-December 2023

- Engaged federal and state lobbyists to position the Village's projects for funding, resulting in a number of grants to support capital infrastructure projects. Staff also worked to garner grants for infrastructure projects. Recently awarded grants include:
 - \$3 million in DCEO grants (four total) for the Flossmoor Road Viaduct Drainage Improvements Project.
 - \$1,214,598 through joint-funding agreement with IDOT for 100% funding for Brookwood Bridge Reconstruction Project. Funding is a combination of Federal STP-Bridge funds and State Road Funds.
 - \$1,184,456 IDOT ITEP grant for 80% funding of Phase 3 Engineering and Construction of the Central Business District Roadway, Pedestrian and Streetscape Improvements Project.
 - \$263,040 FEMA HMGP FMA grant for 75% funding and \$77,428 MWRD Flood Prone Property Partnership grant for 22% funding for the 1648 Western Avenue flood-prone property acquisition and demolition project.
 - \$55,000 from the Cook County Invest-in-Cook program for Phase 2 Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements project.
 - \$25,000 DCEO grant for capital infrastructure to be used to offset final costs of the Public Works Service Center Generator Installation Project.
 - Police Department awarded \$85,000 grant for close-circuit security cameras for Village facilities and license plate readers, which will offset the Village's capital equipment budget for FY23-24.
- Completed the biannual Five-Year Analysis in 2022, which showed reaching reserve levels by FY27 and operating deficits through FY28. The Board will use this analysis to make decisions that will mitigate these projections.
- Received GFO Award for Excellence in Financial Reporting for 45th consecutive year in 2023.
- Maintained financial evaluations and practices, including mid-year financial reviews, finance and facilities plan allocations, and financing the capital equipment fund budget.
- The Village's dispatch center, E-Com, was awarded a \$2.9 million consolidation grant to merge with South Com. The new agency will serve approximately 177,000 South Suburban residents with nearly 185,000 calls annually. E-Com will grow from a nine-member agency to a 13-member agency, serving area residents more efficiently. Through their appointments on the E-Com board, both the Fire Chief and Village Manager have taken an active role in creating the new dispatch center.
- Changed the Village's water supplier from Harvey to Hammond, resulting in locking in supply rates for the next 25 years, which are capped at a 3% annual increase. This change also allowed us to retain Lake Michigan water for decades.
- Leveraged relationships with our valued intergovernmental partners to create efficiencies, identify common goals and improve services for residents.
- Utilized online payment source to its fullest capacity to make utility billing and building payments efficient for residents. The invoice cloud online portal now accepts Venmo, PayPal, etc.
- Began accepting credit-card payments at Village special events.
- Police Department's pilot program for traffic safety around Western Avenue School in fall 2023 was a success that helped build a partnership with Flossmoor SD161 administration.



Major Accomplishments: June 2022-December 2023, *continued*

- Began onboarding the Geographic Information Systems (GIS) Project, which in the coming months will provide internal and public-facing data in the form of interactive maps. This data includes information on addresses, utilities, zoning and other systems. GIS will help staff track, manage and present data to the Village Board and others to guide decision making.
- Began Laserfiche Project. This document-management system (DMS) will digitize the Village's existing and historical records, as well as integrate with current software to create efficient workflows. This will lessen the Village's reliance on paper, address the limited storage space in our buildings and make services more efficient (permits, FOIAs, etc.).
- In an effort to connect needed mental health and social services on 911 calls, Police and Fire have engaged with area agencies that provide mobile response teams who can respond at their request. Police and Fire have utilized these resources on calls. Further, Village staff and its dispatch agency, E-Com, have assumed a leadership role in serving on state-wide committees to implement Community Emergency Services and Supports Act (CESSA) legislation in our region.
- Village Manager & Mayor have been actively involved in South Suburban Mayors & Managers Association. The Mayor currently serves on the Executive Board, and the Village Manager serves on the Management & Finance Committee. Through their involvement with this organization, the Village has supported and opposed legislation that would help or hinder local governments with respect to property tax and other revenues, unfunded mandates and regulatory requirements.
- Fire enrolled into the Federal Ground Emergency Transportation (GEMT) program for the last two fiscal years. GEMT is a federally funded Medicaid program. The program allows municipalities an opportunity to collect an additional Medicaid reimbursement for ambulance services, above and beyond what the State reimburses for Medicaid claims for Emergency Transportation. We revised our EMS ordinance effective May 1, 2023, to reflect the approved rates for all EMS transport services provided by the Village. With the additional GEMT funding the Village is collecting approximately \$150-\$200k in additional ambulance service revenue and an additional \$50k in revenue related to the ordinance revision.
- Police Chief and administrative team joined the Youth Violence Initiative Task Force, led by Hazel Crest Police Chief and designed to establish and utilize working groups comprised of law enforcement professionals, executives, school district administrators, Village and City elected officials, County Judges and more to discuss youth violence trends and mitigation efforts for the Chicagoland suburbs. Police administration participate in working groups quarterly to discuss proactive measures to limit youth violence in the South Suburbs.
- Transitioned to a new managed IT company. The Village's IT infrastructure is a critical component in every department, and this transition has improved the continuity and security of our services we provide to residents.

Looking Ahead / Pending Projects

- Village is looking into a Business Registration program that would keep the Village current on business activities. This also has public safety and economic development advantages. *The Board should expect a presentation on this during the first quarter of 2024.*
- As part of the 2022 5-year analysis discussion, the Board identified it would like staff to further research a Places for Eating tax. *The Board should expect a presentation on this during the first quarter of 2024.*
- Continuing to work with our State and Federal Lobbyists to pursue grant funding to support the Village's Capital Program project needs. To that end, the Village is applying for a MWRD Stormwater Partnership Program grant for the Flossmoor Road Viaduct project, as well as awaiting confirmation of a FEMA Section 219 grant for the same project.
- As water meters are updated in spring 2024, the Village anticipates increase revenue from the more accurate, advanced readers.
- More efficiencies and service improvements as GIS, IT infrastructure and Laserfiche projects continue.
- Staff is in the research phase of making processes at the Village more efficient, such as annual vehicle sticker renewals.
- Bringing the DARE program back to schools in 2024.



2. Infrastructure & Housing

Increase property values by improving the Village infrastructure, beautifying the community and assuring a high-quality housing stock.

Action Step / Initiative	Responsibility	Timeline
2.1. Implement phases of the storm sewer and street refurbishment projects as funding becomes available	Mayor Village Board Finance Director Public Works Director	Co-First Priority
2.2. Identify and implement water and sanitary sewer system improvements as funding becomes available	Mayor Village Board Finance Director Public Works Director	Co-First Priority
2.3. Identify and prioritize opportunities for beautifying the Village	Mayor Village Board Village Manager Public Works Director Building Department	Second Priority
2.4. Undertake beautification projects	Village Manager Public Works Director Building Department	As prioritized
2.5. Assure maintenance of residential properties, including foreclosed homes	Village Attorney Building Department	Ongoing
2.6. Promote Flossmoor to attract homebuyers	Village Manager	Third Priority

Major Accomplishments: June 2022-December 2023

- Completed several infrastructure projects, including:
 - The Berry Lane Drainage Improvement Project in fall 2022 — this project was constructed and partially funded by the USACE through a Section 219 Grant (\$1,500,000). The project was also partially offset by an IEPA GIGO grant (\$492,337) and a MWRD Green Partnership Award (\$208,000), which covered the cost of the green infrastructure: permeable street pavers and sub-base stormwater storage. This project earned the Project of the Year Award in the Environment category (projects less than \$5 million) from the Southwest Branch of the American Public Works Association (APWA) Chicago Metro Chapter.
 - The Phase 4 Sanitary Sewer Rehabilitation Project in fall 2023 — this project included sanitary sewer lining, manhole lining and lateral sealing in the Flossmoor Hills and Highlands neighborhoods. The project was funded through a IEPA low-interest loan.
 - The first street pavement crack-sealing project in the Village in fall 2023 — this program is new to the Village and was developed to help extend the useful life of street pavement.
 - The first phase of the Street Rehabilitation Program in fall 2022 — this first project included the rehabilitation of 3.2 miles of Village streets and was supported with the 2021 Streets and Storm Sewer Improvement Fund.
 - The FY22 Sidewalk Replacement Project — this project involved sidewalk replacement work on Flossmoor Road (Crawford Ave. to Berry Lane), Governors Highway in front of Calvary Church, and at various locations within the Village.
- Completed the Public Works Service Center Generator Installation Project. Project will be partially offset with a \$25,000 DCEO grant.
- Initiated the 2023 Water Meter Replacement Program that will upgrade the remainder of the Village's water meters to smart-meter technology and will introduce a Village-wide radio read system. Project costs will be partially offset with money from the American Rescue Plan Act Fund (\$1,049,588).
- Experienced a reduction in the number of days for-sale homes are on the market to an average of 68 days in 2023, which is 72 days less than they were pre-pandemic in 2019 (140).
- Experienced an increase in average home sale prices by nearly \$120,000 from pre-pandemic prices (2023: \$353,826; 2019: \$236,597).
- Realtors sold 248 homes in the Village in 2022 & 2023.
- Entered into a new agreement for vacant and foreclosed property registrations with Hera Registry in an effort to continue to monitor vacant and foreclosed homes. This ensures that we maintain contact with these property owners to initiate correspondence in the event that there are future property maintenance issues.
- Planted 700 new trees through biannual tree plantings with volunteers in the past five years.
- In an effort to promote Flossmoor and attract potential homebuyers, nearly 40 events have been held since June 2022.
- Added four new sculptures to the rotational public art collection: *Land Jacks* (2022); *Sans Titre* (2023); *Threshold* (2022); and *Vertical Vegetation* (2022).



Major Accomplishments: June 2022-December 2023, *continued*

- Began the Phase 2 Design Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements Project.
- Started the Phase 2 Design Engineering for the Flossmoor Road Viaduct Drainage Improvement Project.
- Village Board approved the Residential Drainage Improvement Program in October 2023, which will allow residents to submit drainage problems for Village consideration via an online form. As problems are submitted, staff will review them to determine if they meet the program criteria, and, if so, will rank and score them for implementation when funding allows.

Looking Ahead / Pending Projects

- Starting the Flossmoor Road Viaduct Drainage Improvements. The construction may be completed in phases, but this will be determined once all of the funding sources are finalized. This project involves large-scale storm sewer and stormwater storage improvements to address the severe roadway flooding of the Flossmoor Road Viaduct during heavy rainfall events.
- In progress of completing the Village Hall Generator Replacement Project. This will ensure public safety and continuity in response to a potential emergency.
- Anticipate beginning the engineering for the first phase of the Water Supply System Improvements program, which includes the upgrade of the Village's water distribution system SCADA (supervisory control and data acquisition) system. The engineering is anticipated to begin in January 2024.
- Public Works will be developing a lead water service replacement program in FY25. Funding that will be needed to support this program will be determined once the program scope is finalized.



3. Economic Development & Business Retention

Engage in an economic development program for added tax revenue and attract and retain businesses that meet residents' needs.

Action Step / Initiative	Responsibility	Timeline
3.1. Update published economic development plans	Mayor Village Board Village Manager Village Attorney	Co-First Priority
3.2 Engage or hire economic development personnel as needed	Mayor Village Board Village Manager	Co-First Priority
3.3. Target development of vacant commercial properties	Village Manager, Mayor Village Board, Village Attorney, Building & Zoning Administrator	Per the plan
3.4. Explore partnering with a developer for development of vacant land on Vollmer Road	Village Manager Mayor Village Board, Village Attorney	Per the plan
3.5. Develop pre-approved commercial development project incentives, ready to offer	Mayor, Village Board Village Manager, Village Attorney, Finance Director, Building & Zoning Administrator	Second Priority
3.6. Categorize and prioritize types of businesses that best fit community needs	Village Board Village Manager Building & Zoning Administrator	Third Priority
3.7. Engage in a program to attract businesses that best fit community needs	Village Manager & Economic Development personnel	After 3.6
3.8. Develop a business-retention program	Village Manager and Building & Zoning Administrator	Ongoing

Major Accomplishments: June 2022-December 2023

- Established a TIF district encompassing the downtown area.
- Entered into an annual agreement with The Retail Coach, a retail recruitment firm, in April 2023. This agreement has resulted in more than 40 business contacts and retail leads this year.
- Mayor attended the Retail Live Conference in Indianapolis with The Retail Coach representatives in November 2023 for an opportunity to speak with retail chains directly and introduce them to Flossmoor.
- Designed new Assistant to the Village Manager - Communications Manager position to offer support to the Building Department's economic efforts.
- Worked to support the Flossmoor Business Association and its events through marketing and involvement.
- Increased patrols and officer presence in the business corridor to support business needs.
- Profile information sheets on Village-owned properties have been updated, shared and posted.
- Updated "For Sale" signs have added to Village-owned properties.
- Discussed mixed-use proposals from two developers on the Flossmoor Road property.
- Village-owned properties have been listed on LoopNet, CoStar, Ten-X, City Feet and Showcase.
- Welcomed seven new businesses with ribbon-cutting events: Hidden Gem Guitars, PoppinCorks Bistro, Healthy Hair Institute, Karyn's Kitchen, Caboose Ice Cream Parlor, Premium Practitioners and Product Freak.
- Issued new commercial construction permits to new businesses — Oasis/Goshen Hospice Care (19810 Governors Hwy.) and Rainbow Cone (19805 Crawford Ave.) — and welcomed 16 new businesses (or new owners) at other existing properties.
- Acted on Cook County's No-Cash Bid program to acquire tax-delinquent properties: five parcels (8.9 acres +/-) in southwest Flossmoor and six parcels (4.9 acres +/-) in the south triangle, which are both desirable areas for future economic development. On example of the economic benefit to the Village through the program has been the acquisition and subsequent sale of 3608 Vollmer Road, which is now the site of Dunkin'/Baskin Robbins.
- Worked with the owners of 19725 Governors Highway (Sunnycrest Nursery) to have property deeded to the Village in lieu of real estate taxes for 2021 and subsequent years and in lieu of the demolition filed case by the Village.
- Fire re-established the Bureau of Fire Inspections. This program was re-established to assist the commercial occupancies in practicing fire safety and compliance with applicable codes and standards. By ensuring compliance with applicable standards, the Bureau of Inspections can promote overall safety, reducing the risk of devastating fires that could result in costly property damages or loss of life.

Looking Ahead / Pending Projects

- Continuing to connect and network with business prospects through The Retail Coach. Meetings are held monthly.
- Actively marketing the remaining No Cash Bid parcels for additional development and continuing to seek additional No Cash Bid parcels as they become available through Cook County.
- Following up with interest from dispensary businesses on opportunities in the Village.
- Promoting Village-owned properties to potential investors and businesses.



4. Inclusivity

Foster a united and engaged community by a commitment to inclusion through fair and impartial opportunity and access.

Action Step / Initiative	Responsibility	Timeline
4.1. Identify and pursue marketing activities to highlight Flossmoor's diversity	Mayor, Village Board & Community Relations Commission	Co-First Priority
4.2 Define "an inclusive community" and identify fair and impartial measures to achieve inclusivity	Mayor, Village Board. Village Manager's Office & Community Relations Commission	Second Priority
4.3. Implement measures to achieve inclusivity	Mayor, Village Board. Village Manager's Office & Community Relations Commission	After 4.2
4.4. Identify and pursue activities to build communications, understanding and unity among residents across the Village	Mayor, Village Board. Village Manager's Office & Community Relations Commission	Third Priority
4.5. Assess current communications with residents and identify ways to communicate more effectively	Village Manager's Office & Dept. Directors	Fourth Priority
4.6. Implement methods for more effective communications with residents	Village Manager's Office & Dept. Directors	After 4.5
4.7. Support Flossmoor's residents through inclusive and accessible events, services & activities	Village Manager's Office & Dept. Directors	After 4.2
4.8. Provide access for MWBE contractors to be included in the procurement process	Mayor, Village Board, Village Manager's Office & Dept. Directors	With 4.3
4.9. Maintain, enhance and foster community safety	Mayor, Village Board, Village Manager's Office and Police & Fire Departments	Co-First Priority

Major Accomplishments: June 2022-December 2023

- On the larger grant-funded projects, the Village has included diverse business goals and requirements based on the direction and requirements of the grant-funding agency. These projects include:

- Evans Road & Douglas Avenue Drainage Improvements Project (MWRD)
- Berry Lane Drainage Improvement Project (USACE)
- (upcoming) Flossmoor Road Viaduct Drainage Improvements Project (DCEO)

The Evans Road & Douglas Avenue Project MWRD Stormwater Partnership had participation goals of 20% minority-owned business, 10% women-owned business, 10% small business enterprise, and 3% veteran-owned small business enterprise. The Flossmoor Road Viaduct Drainage Improvement Project DCEO grant has a Business Enterprise Program (BEP) Goal of 28%, with 18% of grant dollars going to minority-owned business enterprises (MBEs or WMBEs) and 10% of grant dollars going to women-owned business enterprises (WBEs or WMBEs).

- Produced a community forum on Oct. 29, 2022, in which the community was invited to voice their concerns and both Village and Police leaders were able to both listen to and address those concerns. Feedback from the forum was reviewed and presented to the Village Board by the Community Relations Commission.
- Police Department participated in bridge-building activities, including Coffee with a Cop and H-F High School Dad Squad.
- Police, Fire & Public Works participated in National Night Out events, connecting with residents of all ages.
- Police & Fire participated in several block parties throughout the Village, allowing residents to have one-on-one time with personnel.

- Fire has taken a proactive approach to positively engaging the community through programs, such as Fire Prevention Week, Babysitter Training and Keep the Wreath Red.
- Fire promoted EMS within the community and with staff. By promoting CPR/AED classes, we have brought awareness of the need to provide our neighbors with the tools to assist in the event of cardiac arrest or other medical emergencies. Conducting these community outreach programs allows Fire to communicate and interact with our residents, thus, fostering positive and meaningful relationships.
- Police offered a ride-along program for residents who are interested in experiencing community policing first-hand.
- The Police Department enhanced its interview questions for Police Officer, Sergeant and Lateral Officer to be reflective of the 10 Shared Principles.
- Named Runner Up in the 2023 Governor's Hometown Cup competition for Flossmoor's Plant the Gem event, a shining example of connecting individuals of all genders, races, ages and abilities.



Major Accomplishments: June 2022-December 2023, *continued*

- Held 40 community events since June 2022, striving to reach across all age and ability levels. Events intentionally range in size from micro-events to Village-wide opportunities for connection and service. These events allow for participation across all Village departments, allowing staff to connect with our residents and businesses. Events included:
 - Pride Night in Irwin Park, partnering with the Homewood-Flossmoor Park District and the Village of Homewood. The concert drew hundreds of attendees.
 - STEM panel for Black History Month, engaging African-American Flossmoor professionals with Homewood-Flossmoor High School students.
 - Hosted mariachi groups downtown for Hispanic Heritage Month in 2022 and 2023.
 - Helped coordinate and organize the 2023 Juneteenth Parade. The Village helped create a safety plan, provided street closures, informed the public about the event, and helped on the day of the event. Additionally, the Village hosted an informational booth at the 2023 Juneteenth Festival, providing information about our services and events.
- Worked with several community groups and non-profits, including but not limited to the Hidden Gem Committee, Chapters of Jack and Jill, several sorority and fraternity groups, book clubs, garden clubs and neighborhood networks, the Chicago Southland Green Committee, and the South Suburban Special Recreational Association on special projects and events to serve residents and leverage resources.
- Held weekly internal communications meetings and monthly broader communications meetings in an effort to improve staff's knowledge across Village operations and more efficiently and effectively serve residents.
- In assessing existing communications media, staff:
 - Adjusted print newsletter schedule to combat delayed post office delivery services.
 - Enhanced biweekly Village e-newsletters with encouraged readability with ICYMI reminders.
 - Created more consistent and effective postings on Facebook and Instagram (i.e. 5 Things to Know, Wellness Wednesday).

Looking Ahead / Pending Projects

- Since spring 2020, the Public Works Department has included the Diverse Business Utilization Plan form in its project bid documents. Since this time the Department has administered approximately 30 contracts ranging from annual maintenance contracts to larger capital improvement projects. Staff plans on analyzing the data collected on these forms and presenting it to the Village Board at the next Strategic Plan Update.
- Planning and implementing 100th year celebrations in 2024 to reflect and celebrate values and characteristics of the Village.
- Refreshing the Village website in 2024.
- Implementing a social media page for increased Police Department-community communication, engagement and transparency.

5. Staff

Promote excellence in service delivery.

Action Step / Initiative	Responsibility	Timeline
5.1. Assess and adjust staffing as needed in light of the need to focus the staff on delivering top-flight core services	Mayor, Village Board, Village Manager and Department Directors	First Priority
5.2. Develop and implement a customer service program and promote a culture of service in a collegial environment with resources to succeed and motivated to provide a high level of performance	Village Manager and Department Directors	Second Priority
5.3. Develop and implement a program to recognize and retain capable staff members where employees feel appreciated	Village Manager, Department Directors, Mayor & Village Board	Third Priority



Major Accomplishments: June 2022-December 2023

- Staffing changes included:
 - Adding another full-time Maintenance Worker position to Public Works in April 2023, which has helped the Department better serve the community.
 - Filling seven Police Department vacancies since June 2022: three full-time officers, three part-time positions (records clerk, crossing guard and CSO) and one chief.
 - Creating a new full-time Assistant to the Village Manager - Communications Manager position designed to also provide additional support to the Building Department and manage a Commission.
 - Redefining the shared Communications Manager position with Flossmoor SD161 into a shared Community Engagement Manager position.
- Restructured the Division of Building and Zoning, which was previously under the Fire Department. The new Building and Zoning Department — with its own Director — aligns our values of permitted construction and code enforcement with our staffing.
- Designed a monthly employee e-newsletter to communicate regularly with and to celebrate staff.
- Fire administration worked with the Fire Captains to establish a benefits package that would benefit their retention, which was appealing to both the Village and the Captains. This was ultimately approved by the Village Board.
- Reached a contract with the Police Officers bargaining unit (FOP) within the initial parameters set by the Village Board in record time.
- Created opportunities for staff to socialize and network in a collegial environment, such as at the employee holiday breakfast and summer cookout.
- Resumed the Annual Fire Department Corporation dinner; the 2023 event was expanded to include participation by Police Department. Various service and accomplishment awards were given.
- Expanded Wellness Program to include different dimensions of wellness, including economic well-being, emotional well-being and social well-being
- Continued focus on facility improvements: i.e. completed the installation of security glass at the Village Hall front counter in summer 2023 and began the Fire Women's Locker Room Renovation Project.

Looking Ahead / Pending Projects

- Approaching capital improvement purchases of all employee workstations with employee efficiency and retention in mind. Purchases are being made to increase the ability for the potential of remote work, securer access and increased access to documents.
- Due to a decline in the availability of paid on-call personnel, Fire is examining adding on-duty positions through the PSI contract to help ensure service delivery to our residents while maintaining the FFD commitment to the MABAS division. By potentially adding another on-duty person, Fire will be able to provide staffing to both ALS ambulances and a fire-suppression vehicle.
- Looking to fill current staff vacancies in the Finance and Police Departments.