



**City of Wilmington**  
**Finance, Administration & Land Acquisition Committee**  
**Tuesday, January 19, 2016 at 6:00 p.m.**

**Location & Time**

Council Chamber  
Wilmington City Hall  
1165 S. Water Street  
6:00 p.m. 01/19/16

**Finance, Administration  
& Land Acquisition  
Committee Members**

Frank Studer, Co-Chair  
Fran Tutor, Co-Chair  
John Persic, Jr.  
Kevin Kirwin  
Larry Hall  
Kirby Hall  
Joe Van Duyne  
Steve Evans

**Agenda**

1. Call to Order
2. Approval of the December 15, 2015 Meeting Minutes
3. Review Accounting Reports as Presented by City Accountant
4. Old Business
  - a. Review/Approve Bid Results for Demolition and Asbestos Abatement at the former Widowø Laundry Home and Award the Bid to Bechstein Construction Corporation, the Lowest Responsible Bidder, in the amount of \$24,074.00 as Recommended by True North Consultants, Inc.
5. New Business
  - a. Review/Approve *An Ordinance Providing for Line Items Transfers for the Fiscal Year Beginning May 1, 2015 and Ending April 30, 2016*
  - b. Review/Approve Agreement with Mack & Associates, P.C. for auditing services for fiscal year ended April 30, 2016 in the amount of \$17,500.00, along with any additional work that may be needed beyond the scope at a rate of \$125 per hour
  - c. Review/Approve *A Resolution Deleting and Designating Authorized Signatories to the City of Wilmington Bank Accounts at Grundy Bank*
  - d. Review/Approve *A Resolution Authorizing the City Administrator to Update the City of Wilmington's Signatories with the Illinois Funds*
  - e. Review/Approve Change of Payroll Providers from ADP to Paycor as recommended by City Accountant Doglio
  - f. Presentation by Healy Bender & Associates, Inc. for School Community Project Architectural Services
6. Adjournment

*Posting Date:*  
1/15/2016 10:45 AM jjz

**CITY OF WILMINGTON**  
**FINANCE, ADMINISTRATION & LAND ACQUISITION COMMITTEE**  
**Tuesday, December 15, 2015, 6:00 p.m.**  
**Wilmington City Hall, Council Chambers**  
**1165 S. Water Street**

**In Attendance**

**Committee Members**

Co-Chair, Alderman Frank Studer  
Co-Chair, Alderman Fran Tutor  
Alderman Joe Van Duyne  
Alderman Larry Hall  
Alderman John Persic, Jr.  
Alderman Kevin Kirwin  
Alderman Kirby Hall  
Alderman Steve Evans

**Other City Officials**

Mayor, Marty Orr  
City Administrator, Tony Graff<sup>(6:26 p.m.)</sup>  
City Accountant Kim Doglio  
Executive Secretary Joie Ziller

**The meeting of the Finance, Administration & Land Acquisition Committee was called to order at 6:01 p.m. by Alderman Studer.**

- **Previous Meeting Minutes – November 17, 2015**

The minutes were reviewed. Alderman Tutor made a motion and Alderman L. Hall seconded to accept November 17, 2015 Committee meeting minutes as written and have them placed on file.

**Upon voice vote, THE MOTION CARRIED unanimously 8-0.**

- **Review the Accounts Payable Report and Collector's Report at Presented by the City Accountant**

The Committee reviewed the reports as presented.

- **Review/Approve Community Virtual Solar Garden Program Development Agreement with Community Green Energy, LLC**

The Committee reviewed the agreement. After some discussion the Committee agreed to approve the agreement and will vote on it at the December 15, 2015 City Council meeting.

- **Review/Approve – Union Pacific Request Purchase Property and City Resolution Directing the Sale of Certain Surplus Public Real Estate**

The Committee reviewed the resolution as prepared by Attorney Urban. After some discussion to the following motion was made:

**Alderman Studer made a motion and Alderman Tutor seconded to approve Resolution No. 2015-18 – A Resolution Directing the Sale of Certain Surplus Public Real Estate and bring it to City Council for full vote at the December 15, 2015 City Council meeting.**

**Upon voice vote, THE MOTION CARRIED unanimously 8-0.**

- **Review/Approve Quotes for Security System at the Water Treatment Plant**

The Committee agreed to table this item until more research is done on the system.

- **Review/Approve Façade Improvement Grant Program Application submitted by Sharon Faber for 215 N. Water Street**

Administrator Graff introduced Mrs. Faber to the Committee and explained her recently completed project to her building located at 215 N. Water Street. Administrator Graff explained that although Mrs. Faber submitted her grant application after the project was already completed he would like the Committee to consider and approve her application in the amount of \$3,625.00. After some discussion the Committee made the following motion:

Alderman Tutor made a motion and Alderman Kirwin seconded to approve the Façade Improvement Grant Program Application submitted by Sharon Faber for 215 N. Water Street in the amount of \$3,625.00.

**Upon voice vote, THE MOTION CARRIED 6 yes, 2 no (by Aldermen Van Duyne & Studer)**

- **Review/Approve Bid Results for Demolition and Asbestos Abatement at the former Widow's Laundry Home and Award the Bid to the Lowest Responsible Bidder as Recommended by True North Consultants, Inc.**

The Committee agreed to table this item until more discussion can be had on this topic.

- **Review/Approve Ordinance Adding a Provision to Chapter 96 of the Wilmington Code of Ordinances Relating to Sandwich Board Signs**

The Committee agreed to move this item to the January 2016 Ordinance & Licensing Committee for their review.

### **Adjournment**

**With no further business before the Committee, Alderman Tutor made a motion and it was seconded by Alderman Kirwin to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting was adjourned at 7:00 p.m.**

Respectfully submitted,

Joie Ziller  
Executive Secretary

*City of Wilmington*  
**Check Register Meeting Date: January 19, 2016**



Check#	Date	Vendor/Employee	Amount
Fund	1	General Corporate Fund	
0	1/8/2016	Retirement Fund Imrf Illinois Municipal	15,299.34
0	1/8/2016	ICMA	675.00
0	1/8/2016	Mellon Bank	363.00
0	1/8/2016	Payroll Sweep	83,030.46
0	1/8/2016	Misc Vendors	207.00
0	1/19/2016	Misc. Vndrs	1,561.11
17177	1/19/2016	Adp Inc	1,281.24
17178	1/19/2016	Air Gas USA, LLC	46.01
17179	1/19/2016	Annemarie Dell'Aquila	400.00
17180	1/19/2016	AT&T Mobility	37.61
17181	1/19/2016	Brown's Building Maintenance, Inc.	2,989.00
17182	1/19/2016	Brown's Carpet Care, Inc.	3,274.00
17184	1/19/2016	Cintas Corporation	485.00
17185	1/19/2016	Clark Baird Smith, LLC	4,347.50
17186	1/19/2016	Comcast	109.85
17187	1/19/2016	ComEd	387.06
17188	1/19/2016	Critical Reach Inc	285.00
17189	1/19/2016	D'Orazio Ford	528.34
17190	1/19/2016	DeVivo Technologies	488.00
17191	1/19/2016	DTW Inc	1,260.67
17192	1/19/2016	Fisher Auto Parts Inc	384.16
17193	1/19/2016	Fleet Safety Supply	916.91
17194	1/19/2016	Fort Dearborn Life Insurance	381.62
17195	1/19/2016	G & D Tire Alignment	20.00
17196	1/19/2016	G W Communications	249.60
17197	1/19/2016	Galls, LLC	296.75
17198	1/19/2016	Grundy Supply	102.55
17199	1/19/2016	DS Waters of America Hinckley Springs	130.94
17200	1/19/2016	HR Green, Inc.	1,480.25
17201	1/19/2016	Illinois Power Marketing	6,376.03
17202	1/19/2016	Illinois Section AWWA	68.00
17203	1/19/2016	Jcm Uniforms	394.49
17204	1/19/2016	Joliet Asphalt LLC	478.40
17205	1/19/2016	Joliet Suspension Inc	1,340.70
17206	1/19/2016	Kavanagh Grumley & Gorbald, LLC	1,937.50
17207	1/19/2016	Konica Minolta	314.76
17208	1/19/2016	Konica Minolta	310.35
17209	1/19/2016	Raymond Larson	230.00
17211	1/19/2016	Henry Nicholls III	95.00
17212	1/19/2016	Office Depot	873.86
17213	1/19/2016	Park Place Sign Systems, Inc.	164.65
17214	1/19/2016	Peckham Guyton Albers & Viets, In	110.00
17215	1/19/2016	Prairie Material Sales Inc	2,009.22
17216	1/19/2016	Riverside WorkForce Health	47.00

Check#	Date	Vendor/Employee	Amount
17217	1/19/2016	Rush Truck Centers, Inc.	161.39
17218	1/19/2016	Sandeno, Inc.	183.36
17219	1/19/2016	Regina Stachowiak	120.00
17220	1/19/2016	State Industrial Products Corp.	208.00
17221	1/19/2016	T D Petes	999.03
17222	1/19/2016	The Blue Line	298.00
17223	1/19/2016	Transport Towing Inc	23.50
17224	1/19/2016	TransUnionsRisk&Alternative Data Solutions, Inc.	7.00
17225	1/19/2016	Tri-K, Inc.	119.28
17226	1/19/2016	Trust 741	1,650.00
17227	1/19/2016	United Communications Systems Inc	661.19
17228	1/19/2016	United States Post Office	522.69
17229	1/19/2016	John Urban	2,035.00
17230	1/19/2016	Verizon Wireless	891.62
17231	1/19/2016	Vulcan Construction Materials	108.16
17232	1/19/2016	WESCOM	13,499.57
17233	1/19/2016	Wesley Township Road Commissioner	925.00
17234	1/19/2016	WEX Bank	2,501.92
17235	1/19/2016	Whitmore Investments Inc	441.53
17236	1/19/2016	Will Co Governmental League	4,860.09
17237	1/19/2016	Will County Animal Control	350.00
17238	1/19/2016	Will County Recorder	38.75
17239	1/19/2016	Wilmington Chamber Of Commerce	125.00
17240	1/19/2016	Keslin Engineering, Inc	41,357.35
TOTAL:			<u>207,855.36</u>

Fund	2	Water Operating M & R Fund	
0	1/8/2016	Payroll Sweep	21,554.08
0	1/8/2016	Retirement Fund Imrf Illinois Municipal	5,442.74
0	1/8/2016	USPS	502.56
0	1/8/2016	Misc Vendor	19.38
8966	1/19/2016	Accela, Inc. #774375	306.00
8967	1/19/2016	Angelos True Value / Ben Angelos Liquors Inc	83.97
8969	1/19/2016	AT&T Mobility	30.61
8972	1/19/2016	ComEd	821.58
8974	1/19/2016	Cummins N Power LLC	1,466.24
8975	1/19/2016	DTW Inc	118.75
8976	1/19/2016	Fastenal Company	30.75
8977	1/19/2016	Fisher Auto Parts Inc	2.17
8978	1/19/2016	Fort Dearborn Life Insurance	82.70
8979	1/19/2016	G W Communications	799.80
8980	1/19/2016	Jack Henry & Associates, Inc.	294.81
8981	1/19/2016	Konica Minolta	109.00
8982	1/19/2016	Meade, Inc.	2,209.44
8983	1/19/2016	Midwest Meter Inc	5,838.46
8986	1/19/2016	Nicor	1,292.90
8987	1/19/2016	Joseph Onderisin	36.86
8988	1/19/2016	PDC Labs Inc	793.00
8989	1/19/2016	Radio Shack	119.98
8992	1/19/2016	Southwest Mechanical Inc	1,371.40

Check#	Date	Vendor/Employee	Amount
8994	1/19/2016	United Communications Systems Inc	73.22
8995	1/19/2016	United States Post Office	238.66
8996	1/19/2016	USA Blue Book	3,493.26
8997	1/19/2016	Verizon Wireless	241.04
8998	1/19/2016	Viking Chemical Company	3,931.08
8999	1/19/2016	Waste Management Of Il SW	40,475.04
9000	1/19/2016	Water Products Company	148.36
9001	1/19/2016	WEX Bank	279.81
9002	1/19/2016	Whitmore Investments Inc	942.22
TOTAL:			<u>93,149.87</u>

Fund			Amount
<b>3</b>		<b>Sewer Capital Project Fund</b>	
0	1/8/2016	Payroll Sweep	440.00
TOTAL:			<u>440.00</u>

Fund			Amount
<b>4</b>		<b>Sewer Operating M &amp; R Fund</b>	
0	1/8/2016	US Post Office	502.55
0	1/8/2016	Payroll Sweep	13,881.90
0	1/8/2016	Retirement Fund Imrf Illinois Municipal	2,580.71
0	1/19/2016	Misc. Vndrs	300.00
8966	1/19/2016	Accela, Inc. #774375	306.00
8968	1/19/2016	Arro Laboratories Inc	33.88
8969	1/19/2016	AT&T Mobility	30.61
8971	1/19/2016	Clennon Electric Co Inc	425.80
8972	1/19/2016	ComEd	377.68
8973	1/19/2016	Constellation New Energy, Inc	11,711.46
8978	1/19/2016	Fort Dearborn Life Insurance	70.90
8979	1/19/2016	G W Communications	799.80
8980	1/19/2016	Jack Henry & Associates, Inc.	294.81
8981	1/19/2016	Konica Minolta	109.00
8984	1/19/2016	Nestle Water North America	66.22
8985	1/19/2016	Nicor	718.68
8987	1/19/2016	Joseph Onderisin	35.46
8989	1/19/2016	Radio Shack	20.99
8991	1/19/2016	Share Corp	727.35
8993	1/19/2016	Suburban Laboratories, Inc.	478.80
8994	1/19/2016	United Communications Systems Inc	138.07
8995	1/19/2016	United States Post Office	238.65
8996	1/19/2016	USA Blue Book	757.82
8997	1/19/2016	Verizon Wireless	175.84
8999	1/19/2016	Waste Management Of Il SW	680.80
9001	1/19/2016	WEX Bank	135.67
9002	1/19/2016	Whitmore Investments Inc	188.81
TOTAL:			<u>35,788.26</u>

Fund			Amount
<b>5</b>		<b>DFC Federal Grant Fund</b>	
1260	1/8/2016	IADDA - C	360.00
TOTAL:			<u>360.00</u>

**Fund 6 Motor Fuel Tax Fund**

Check#	Date	Vendor/Employee	Amount
3607	1/19/2016	D Construction	273,170.36
3608	1/19/2016	Midwest Testing Services, Inc.	1,165.00
TOTAL:			<u>274,335.36</u>
<b>Fund</b>	<b>7</b>	<b>ESDA Fund</b>	
17183	1/19/2016	Chief Shabbona Firefighters	150.00
17192	1/19/2016	Fisher Auto Parts Inc	356.08
17210	1/19/2016	Menards Bradley	48.38
17227	1/19/2016	United Communications Systems Inc	163.95
17230	1/19/2016	Verizon Wireless	157.83
17234	1/19/2016	WEX Bank	103.13
17235	1/19/2016	Whitmore Investments Inc	49.43
TOTAL:			<u>1,028.80</u>
<b>Fund</b>	<b>12</b>	<b>Debt Service Fund</b>	
0	1/11/2016	Bayview Loan Servicing	33,325.00
TOTAL:			<u>33,325.00</u>
<b>Fund</b>	<b>17</b>	<b>Water Capital Project Fund</b>	
0	1/8/2016	Payroll Sweep	1,320.00
8970	1/19/2016	Austin Tyler Construction	26,562.53
8990	1/19/2016	S A Issert Construction Inc	3,825.30
TOTAL:			<u>31,707.83</u>
<b>Fund</b>	<b>24</b>	<b>Capital Project Fund</b>	
1549	1/19/2016	Robinson Engineering, Ltd.	5,952.50
15500	1/19/2016	Tanknology Inc.	6,226.10
TOTAL:			<u>12,178.60</u>
<b>Fund</b>	<b>25</b>	<b>RidgePort TIF#2 Fund</b>	
1009	1/19/2016	Peckham Guyton Albers & Viets, In	787.50
TOTAL:			<u>787.50</u>
<b>GRAND TOTAL EXPENDITURES ALL FUNDS:</b>			<u><u>690,956.58</u></u>

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Larry Hall

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Kirby Hall

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Steve Evans

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John Persic, Jr.

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Kevin Kirwin

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Frank Studer

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Joe VanDuyne

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Fran Tutor

**Approved: January 19, 2016**

**City of Wilmington**  
**Collector's Report of Deposits Other Than Taxes**  
**For the Month Ended December 31, 2015**

**GENERAL CORPORATE**

BUSINESS REGISTRATION FEE	40.00
ECONOMIC DEVELOPMENT FEE	397.50
CONTRACTOR'S REGISTRATION FEE	5,400.00
OPERATING LICENSES - MISC	0.00
LIQUOR LICENSES	0.00
OTHER MISC. REIMBURSEMENTS	730.75
HEALTH INSURANCE REIMBURSEMENTS	5,821.13
OTHER MISC. INCOME	5,959.57
DEVELOPERS REIMBURSEMENTS	0.00

**BUILDING**

BUILDING PERMIT FEES	700.00
BUILDING PERMIT INSPECTION FEES	1,700.00
CITY ENGINEER SERVICES BLDG DEPT	325.00
CITY ENGINEER SERVICES P & Z	130.00
PLANNING & ZONING FEE	2,150.00

**POLICE**

CLERK OF CIRCUIT COURT FINES	4,221.83
ORDINANCE/MISC FINES	1,728.16
IMPOUNDMENT FINES	0.00
ANIMAL TAGS	0.00

**STREETS**

VEHICLE TAGS	710.00
GENERAL CORPORATE TOTAL	30,013.94

**WATER & SEWER**

WATER DIST SYSTEM TAP-ON FEES	0.00
WATER SYSTEM CAPACITY USER FEES	0.00
WATER METER PURCHASES	340.00
SEWER SYSTEM CAPACITY USER FEES	0.00
SEWER COLLECTION SYSTEM FEES	0.00
LATE FEES/PENALTIES	6,043.46
CITY ENGINEER SERVICES	0.00
OTHER MISC. INCOME	1,553.85
OTHER REIMBURSEMENTS - W&S	1,062.50
UTILITY BILLING CASH RECEIPTS	275,049.05
WATER & SEWER TOTAL	284,048.86

**TOTAL MONTHLY RECEIPTS: \$314,062.80**



General Ledger  
 Revenue vs. Expenses Summary

<u>Fund</u>	<u>Description</u>	<u>YTD Balance Before Period</u>	<u>Revenues for Period</u>	<u>Expenses for Period</u>	<u>Year to Date Amount</u>
01	General Corporate Fund	240,232.56	289,787.21	342,935.98	187,083.79
02	Water Operating M & R Fund	113,088.67	120,414.34	132,374.78	101,128.23
03	Sewer Capital Project Fund	12,179.72	3,861.11	880.00	15,160.83
04	Sewer Operating M & R Fund	(233,134.51)	137,252.42	67,887.77	(163,769.86)
05	DFC Federal Grant Fund	1,701.54	0.00	1,325.94	375.60
06	Motor Fuel Tax Fund	39,135.06	64,019.48	0.00	103,154.54
07	ESDA Fund	(7,480.82)	12,129.05	1,970.73	2,677.50
12	Debt Service Fund	164,493.62	152,762.76	288,229.79	29,026.59
17	Water Capital Project Fund	16,626.31	9,543.20	39,462.52	(13,293.01)
20	Building Deposit Holding Acct	0.00	0.00	0.00	0.00
21	Mobile Equipment Fund	2,508.00	23,328.00	47,703.00	(21,867.00)
24	Capital Project Fund	(663,319.35)	6.84	14,072.99	(677,385.50)
25	RidgePort TIF#2 Fund	(4,385.72)	0.14	2,000.00	(6,385.58)
	Report Totals:	(318,354.92)	813,104.55	938,843.50	(444,093.87)

General Ledger  
Revenue vs. Expenditure By Fund

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amount</u>	<u>Year to Date Amount</u>	<u>Year to Date Variance</u>	<u>Percent Variance</u>
01	General Corporate Fund					
	Property Taxes	1,081,100.00	22,679.57	1,083,468.72	(2,368.72)	(0.21)
	Building Fees	618,000.00	5,005.00	198,018.22	419,981.78	67.95
	Taxes	1,728,000.00	199,337.84	1,176,572.05	551,427.95	31.91
	Utility Taxes	585,000.00	37,755.86	323,385.29	261,614.71	44.72
	Franchise Fee	75,000.00	0.00	0.00	75,000.00	100.00
	Fines	139,000.00	5,949.99	86,483.22	52,516.78	37.78
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	License Fees	122,800.00	6,547.50	89,616.00	33,184.00	27.02
	Other Income - Misc.	81,000.00	5,903.80	55,937.74	25,062.26	30.94
	Other Reimbursements	346,000.00	6,551.88	186,941.91	159,058.09	45.97
	Rental of Property	13,000.00	0.00	12,616.60	383.40	2.94
	Interest Income	100.00	55.77	225.48	(125.48)	(125.48)
	REVENUE Totals:	4,789,000.00	289,787.21	3,213,265.23	1,575,734.77	32.90
	Salary Expense	1,888,600.00	143,556.74	1,196,151.10	692,448.90	36.66
	Police Commission Exp	15,000.00	90.50	1,765.50	13,234.50	88.23
	Employee Health & Life Insuran	495,000.00	38,157.05	265,737.95	229,262.05	46.31
	Oper Supplies and Tools	32,000.00	1,522.43	18,063.23	13,936.77	43.55
	Gasoline, Oil & Tolls	98,000.00	5,408.67	42,672.80	55,327.20	56.45
	Office Supplies & Postage	19,150.00	1,402.24	9,415.30	9,734.70	50.83
	Training Expenses & Mileage	29,500.00	85.50	8,909.05	20,590.95	69.80
	Property & Equipment Insurance	398,000.00	22,103.00	165,480.00	232,520.00	58.42
	Engineering Services	16,000.00	0.00	0.00	16,000.00	100.00
	Legal Services	105,000.00	5,487.50	54,658.76	50,341.24	47.94
	Notices/Legal Publications	3,600.00	41.80	1,074.20	2,525.80	70.16
	Consulting /Service Fees	220,700.00	3,949.03	97,404.90	123,295.10	55.86
	Other Professional Services	248,900.00	20,675.83	168,202.85	80,697.15	32.42
	Computer Maint. & Prog. Fees	38,500.00	3,688.83	32,728.26	5,771.74	14.99
	Dues, Subscrp. & Memberships	10,300.00	90.00	3,501.13	6,798.87	66.00
	Community Dev Expense	46,000.00	601.03	10,005.35	35,994.65	78.24
	Maintenance - Equipment	40,000.00	2,939.16	25,915.94	14,084.06	35.21
	Maintenance - Grounds/Building	149,000.00	11,781.56	97,622.55	51,377.45	34.48
	Vehicle Expenses	80,200.00	7,272.67	25,320.39	54,879.61	68.42
	Uniforms	29,000.00	787.05	20,731.33	8,268.67	28.51
	Rental of Equipment	7,500.00	230.00	7,220.00	280.00	3.73
	Utilities / Telephone Services	145,300.00	10,996.08	74,967.84	70,332.16	48.40
	Misc	24,500.00	414.89	5,152.98	19,347.02	78.96
	Office Furn & Equipt	10,000.00	343.59	6,539.69	3,460.31	34.60
	Equipment Purchases	190,700.00	3,660.59	129,918.11	60,781.89	31.87
	MEF FUND Purchases	0.00	22,703.00	22,703.00	(22,703.00)	0.00
	Transfers to Other Funds	55,000.00	10,000.00	20,000.00	35,000.00	63.63
	Payroll Tax/Pension Expenses	633,000.00	24,947.24	514,319.23	118,680.77	18.74

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amount</u>	<u>Year to Date Amount</u>	<u>Year to Date Variance</u>	<u>Percent Variance</u>
	EXPENSES Totals:	5,028,450.00	342,935.98	3,026,181.44	2,002,268.56	39.81
	01 Totals:	(239,450.00)*	(53,148.77)*	187,083.79*	(426,533.79)*	178.13*
02	Water Operating M & R Fund					
	Water Service	163,500.00	13,775.16	111,614.81	51,885.19	31.73
	Utility Service Fees	844,000.00	64,977.82	562,464.58	281,535.42	33.35
	Misc Fees	495,000.00	40,839.68	325,570.63	169,429.37	34.22
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	Other Income - Misc.	10,000.00	375.00	3,300.00	6,700.00	67.00
	Other Reimbursements	7,000.00	446.68	3,929.46	3,070.54	43.86
	Sale of Equip & Vehicles	0.00	0.00	0.00	0.00	0.00
	Interest Income	50.00	0.00	6.78	43.22	86.44
	REVENUE Totals:	1,519,550.00	120,414.34	1,006,886.26	512,663.74	33.73
	Salary Expense	395,000.00	51,841.71	277,853.30	117,146.70	29.65
	Employee Health & Life Insuran	76,000.00	5,379.97	41,683.59	34,316.41	45.15
	Oper Supplies and Tools	10,000.00	1,196.29	7,828.82	2,171.18	21.71
	Gasoline, Oil & Tolls	10,000.00	334.49	4,083.39	5,916.61	59.16
	Office Supplies & Postage	13,000.00	963.54	7,052.92	5,947.08	45.74
	Training Expenses & Mileage	2,000.00	158.35	384.25	1,615.75	80.78
	Property & Equipment Insurance	60,000.00	0.00	0.00	60,000.00	100.00
	Legal Services	2,000.00	0.00	74.00	1,926.00	96.30
	Notices/Legal Publications	700.00	0.00	0.00	700.00	100.00
	Consulting /Service Fees	6,000.00	538.09	4,111.63	1,888.37	31.47
	Other Professional Services	18,500.00	833.00	9,836.26	8,663.74	46.83
	Computer Maint. & Prog. Fees	12,000.00	324.50	7,747.61	4,252.39	35.43
	Dues, Subscrp. & Memberships	800.00	0.00	258.80	541.20	67.65
	Maintenance - Equipment	32,000.00	8,820.75	22,854.53	9,145.47	28.58
	Maintenance - Grounds/Building	25,500.00	(1,111.01)	16,038.45	9,461.55	37.10
	Vehicle Expenses	5,000.00	0.00	1,753.26	3,246.74	64.93
	Uniforms	3,500.00	0.00	259.42	3,240.58	92.58
	Rental of Equipment	10,000.00	0.00	0.00	10,000.00	100.00
	Utilities / Telephone Services	70,000.00	5,674.51	37,249.31	32,750.69	46.78
	Debt Service Bond Pymts	48,800.00	0.00	14,268.91	34,531.09	70.76
	Misc	7,000.00	0.00	1,193.87	5,806.13	82.94
	Office Furn & Equipt	6,000.00	1,014.93	2,320.50	3,679.50	61.32
	Equipment Purchases	40,000.00	0.00	15,766.15	24,233.85	60.58
	Transfers to Other Funds	69,000.00	0.00	24,664.16	44,335.84	64.25
	Chemical Treatment, Disposal	144,000.00	8,751.39	39,854.53	104,145.47	72.32
	Garbage Disposal Fee	495,000.00	40,475.04	320,426.97	174,573.03	35.26
	Payroll Tax/Pension Expenses	82,000.00	7,179.23	48,193.40	33,806.60	41.22
	EXPENSES Totals:	1,643,800.00	132,374.78	905,758.03	738,041.97	44.89

General Ledger  
Revenue vs. Expenditure By Fund

Account	Description	Budget	Period Amount	Year to Date Amount	Year to Date Variance	Percent Variance
	02 Totals:	(124,250.00)*	(11,960.44)*	101,128.23*	(225,378.23)*	181.39*
03	Sewer Capital Project Fund					
	Utility Service Fees	31,000.00	3,265.85	25,198.27	5,801.73	18.71
	Utility Expansion Fees	6,150.00	0.00	6,150.00	0.00	0.00
	Transfers from Other Funds	100,000.00	0.00	0.00	100,000.00	100.00
	Other Income - Misc.	0.00	0.00	0.00	0.00	0.00
	Other Reimbursements	0.00	0.00	0.00	0.00	0.00
	Rental of Property	6,600.00	550.00	4,400.00	2,200.00	33.33
	Interest Income	100.00	45.26	221.20	(121.20)	(121.20)
	REVENUE Totals:	143,850.00	3,861.11	35,969.47	107,880.53	74.99
	Salary Expense	11,500.00	880.00	7,288.70	4,211.30	36.62
	Legal Services	0.00	0.00	0.00	0.00	0.00
	Other Professional Services	0.00	0.00	0.00	0.00	0.00
	Misc	11,000.00	0.00	0.00	0.00	0.00
	Equipment Purchases	65,400.00	0.00	0.00	11,000.00	100.00
	Construction Projects	0.00	0.00	13,519.94	51,880.06	79.32
	Transfers to Other Funds	45,000.00	0.00	0.00	0.00	0.00
	Utilities Maintenance	0.00	0.00	0.00	45,000.00	100.00
	EXPENSES Totals:	132,900.00	880.00	20,808.64	112,091.36	84.34
	03 Totals:	10,950.00*	2,981.11*	15,160.83*	(4,210.83)*	(38.45)*
04	Sewer Operating M & R Fund					
	W/S Dist/Collect Sys Maint	110,000.00	133.78	118,093.74	(8,093.74)	(7.35)
	Utility Service Fees	795,000.00	59,403.40	534,913.33	260,086.67	32.71
	WWTP Debt Service Rev	970,000.00	77,099.42	634,182.40	335,817.60	34.62
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	Other Reimbursements	8,000.00	615.82	24,502.06	(16,502.06)	(206.27)
	Interest Income	50.00	0.00	24.34	25.66	51.32
	REVENUE Totals:	1,883,050.00	137,252.42	1,311,715.87	571,334.13	30.34
	Salary Expense	298,000.00	23,840.28	185,919.02	112,080.98	37.61
	Overtime Wages	20,000.00	1,112.63	6,773.31	13,226.69	66.13
	Employee Health & Life Insuran	84,000.00	6,208.13	45,462.31	38,537.69	45.87
	Oper Supplies and Tools	17,600.00	973.80	8,316.79	9,283.21	52.74
	Gasoline, Oil & Tolls	14,000.00	229.40	2,368.39	11,631.61	83.08
	Office Supplies & Postage	14,000.00	939.69	8,597.81	5,402.19	38.58
	Training Expenses & Mileage	4,100.00	0.00	841.60	3,258.40	79.47
	Property & Equipment Insurance	51,500.00	0.00	0.00	51,500.00	100.00
	Engineering Services	0.00	11,100.00	20,600.00	(20,600.00)	0.00
	Legal Services	1,000.00	0.00	898.25	101.75	10.17
	Notices/Legal Publications	800.00	0.00	0.00	800.00	100.00

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amount</u>	<u>Year to Date Amount</u>	<u>Year to Date Variance</u>	<u>Percent Variance</u>
	Consulting /Service Fees	6,000.00	538.07	4,103.59	1,896.41	31.60
	Other Professional Services	22,000.00	0.00	15,478.80	6,521.20	29.64
	Computer Maint. & Prog. Fees	15,000.00	414.11	5,638.49	9,361.51	62.41
	Dues, Subscrp. & Memberships	1,400.00	0.00	298.80	1,101.20	78.65
	Maintenance - Equipment	113,350.00	826.70	96,736.97	16,613.03	14.65
	Maintenance - Grounds/Building	44,350.00	7,260.19	29,999.16	14,350.84	32.35
	Vehicle Expenses	3,000.00	0.00	3,687.44	(687.44)	(22.91)
	Uniforms	3,000.00	125.00	725.37	2,274.63	75.82
	Rental of Equipment	19,000.00	0.00	7,750.00	11,250.00	59.21
	Utilities / Telephone Services	114,500.00	7,636.61	54,486.50	60,013.50	52.41
	Debt Service Bond Pymts	903,000.00	0.00	902,113.72	886.28	0.09
	Misc	21,000.00	0.00	230.71	20,769.29	98.90
	Office Furn & Equipt	4,000.00	1,014.93	2,473.51	1,526.49	38.16
	Equipment Purchases	13,000.00	0.00	7,688.85	5,311.15	40.85
	Transfers to Other Funds	100,000.00	0.00	0.00	100,000.00	100.00
	Chemical Treatment, Disposal	79,000.00	1,435.75	31,119.07	47,880.93	60.60
	Payroll Tax/Pension Expenses	65,900.00	4,232.48	33,177.27	32,722.73	49.65
	EXPENSES Totals:	2,032,500.00	67,887.77	1,475,485.73	557,014.27	27.40
	04 Totals:	(149,450.00)*	69,364.65*	(163,769.86)*	14,319.86*	(9.58)*
05	DFC Federal Grant Fund					
	Grants	185,000.00	0.00	68,091.29	116,908.71	63.19
	REVENUE Totals:	185,000.00	0.00	68,091.29	116,908.71	63.19
	Misc	185,000.00	1,325.94	67,715.69	117,284.31	63.39
	EXPENSES Totals:	185,000.00	1,325.94	67,715.69	117,284.31	63.39
	05 Totals:	0.00*	(1,325.94)*	375.60*	(375.60)*	0.00*
06	Motor Fuel Tax Fund					
	MFT State Allotments	140,000.00	63,987.31	97,913.12	42,086.88	30.06
	Grants	0.00	0.00	0.00	0.00	0.00
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	Other Income - Misc.	0.00	0.00	5,138.00	(5,138.00)	0.00
	Interest Income	100.00	32.17	103.42	(3.42)	(3.42)
	REVENUE Totals:	140,100.00	64,019.48	103,154.54	36,945.46	26.37
	Engineering Services	0.00	0.00	0.00	0.00	0.00
	Maintenance - Grounds/Building	0.00	0.00	0.00	0.00	0.00
	Misc	10,000.00	0.00	0.00	10,000.00	100.00
	Road Construction Projects	300,000.00	0.00	0.00	300,000.00	100.00
	Road Repair Materials	70,000.00	0.00	0.00	70,000.00	100.00

General Ledger  
Revenue vs. Expenditure By Fund

Account	Description	Budget	Period Amount	Year to Date Amount	Year to Date Variance	Percent Variance
	EXPENSES Totals:	380,000.00	0.00	0.00	380,000.00	100.00
	06 Totals:	(239,900.00)*	64,019.48*	103,154.54*	(343,054.54)*	142.99*
07	ESDA Fund					
	Property Taxes	1,300.00	29.05	1,375.40	(75.40)	(5.80)
	Grants - State	10,000.00	0.00	0.00	10,000.00	100.00
	Special Use Revenue	0.00	0.00	0.00	0.00	0.00
	Transfers from Other Funds	20,000.00	10,000.00	20,000.00	0.00	0.00
	Insurance Claims Rei	0.00	0.00	0.00	0.00	0.00
	Other Income - Misc.	500.00	2,300.00	3,190.00	(2,690.00)	(538.00)
	Other Reimbursements	1,000.00	(200.00)	546.55	453.45	45.34
	Sale of Equip & Vehicles	0.00	0.00	0.00	0.00	0.00
	Interest Income	30.00	0.00	0.00	30.00	100.00
	REVENUE Totals:	32,830.00	12,129.05	25,111.95	7,718.05	23.50
	Salary Expense	7,300.00	0.00	4,575.00	2,725.00	37.32
	Oper Supplies and Tools	11,000.00	927.83	3,998.69	7,001.31	63.64
	Gasoline, Oil & Tolls	4,000.00	131.05	1,691.96	2,308.04	57.70
	Office Supplies & Postage	1,300.00	311.59	418.28	881.72	67.82
	Training Expenses & Mileage	5,500.00	0.00	600.49	4,899.51	89.08
	Notices/Legal Publications	200.00	0.00	0.00	200.00	100.00
	Other Professional Services	6,600.00	0.00	4,073.95	2,526.05	38.27
	Dues, Subscrp. & Memberships	1,000.00	0.00	403.11	596.89	59.68
	Maintenance - Equipment	5,500.00	62.50	1,701.22	3,798.78	69.06
	Vehicle Expenses	5,500.00	216.99	888.19	4,611.81	83.85
	Utilities / Telephone Services	4,500.00	320.77	2,219.67	2,280.33	50.67
	Misc	5,500.00	0.00	43.93	5,456.07	99.20
	Office Furn & Equipt	4,000.00	0.00	274.96	3,725.04	93.12
	Equipment Purchases	7,500.00	0.00	1,545.00	5,955.00	79.40
	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
	EXPENSES Totals:	69,400.00	1,970.73	22,434.45	46,965.55	67.67
	07 Totals:	(36,570.00)*	10,158.32*	2,677.50*	(39,247.50)*	107.32*
12	Debt Service Fund					
	Bond Revenue	148,000.00	147,000.00	147,000.00	1,000.00	0.67
	Property Taxes	145,300.00	3,076.36	145,676.89	(376.89)	(0.25)
	Property Taxes	33,325.00	2,673.25	21,076.02	12,248.98	36.75
	Transfers In From Other Funds	0.00	0.00	0.00	0.00	0.00
	Other Income - Misc.	0.00	0.00	4,928.83	(4,928.83)	0.00
	Interest Income	100.00	13.15	62.97	37.03	37.03
	REVENUE Totals:	326,725.00	152,762.76	318,744.71	7,980.29	2.44

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amount</u>	<u>Year to Date Amount</u>	<u>Year to Date Variance</u>	<u>Percent Variance</u>
	Consulting /Service Fees	7,500.00	5,000.00	5,000.00	2,500.00	33.33
	Debt Service Bond Pymts	315,525.00	283,229.79	284,718.12	30,806.88	9.76
	Misc	3,000.00	0.00	0.00	3,000.00	100.00
	Transfers to Other Funds	12,000.00	0.00	0.00	12,000.00	100.00
	EXPENSES Totals:	338,025.00	288,229.79	289,718.12	48,306.88	14.29
	12 Totals:	(11,300.00)*	(135,467.03)*	29,026.59*	(40,326.59)*	356.87*
17	Water Capital Project Fund					
	W/S Dist/Collect Sys Maint	2,000.00	0.00	2,000.00	0.00	0.00
	IEPA Loan	650,000.00	0.00	447,957.29	202,042.71	31.08
	Meter Replacement Fees	74,000.00	6,182.00	49,461.50	24,538.50	33.16
	Water Service	1,000.00	0.00	0.00	1,000.00	100.00
	Utility Service Fees	30,000.00	2,777.61	21,344.84	8,655.16	28.85
	Utility Expansion Fees	30,000.00	0.00	30,566.66	(566.66)	(1.88)
	Transfers from Other Funds	114,000.00	0.00	24,664.16	89,335.84	78.36
	Other Income - Misc.	0.00	0.00	0.00	0.00	0.00
	Other Reimbursements	0.00	0.00	0.00	0.00	0.00
	Rental of Property	6,600.00	550.00	4,400.00	2,200.00	33.33
	Interest Income	50.00	33.59	112.73	(62.73)	(125.46)
	REVENUE Totals:	907,650.00	9,543.20	580,507.18	327,142.82	36.04
	Salary Expense	34,500.00	2,640.00	21,866.30	12,633.70	36.61
	Employee Health & Life Insuran	0.00	0.00	0.00	0.00	0.00
	Engineering Services	20,000.00	0.00	0.00	20,000.00	100.00
	Legal Services	10,000.00	0.00	0.00	10,000.00	100.00
	Other Professional Services	0.00	0.00	0.00	0.00	0.00
	Maintenance - Equipment	29,500.00	11,120.09	26,770.99	2,729.01	9.25
	Misc	5,000.00	0.00	0.00	5,000.00	100.00
	Other Capital Projects	890,000.00	22,517.00	537,006.54	352,993.46	39.66
	Capital Equipment Purchases	80,805.00	3,185.43	8,156.36	72,648.64	89.90
	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
	EXPENSES Totals:	1,069,805.00	39,462.52	593,800.19	476,004.81	44.49
	17 Totals:	(162,155.00)*	(29,919.32)*	(13,293.01)*	(148,861.99)*	91.80*
20	Building Deposit Holding Acct					
	Developer Deposits	0.00	0.00	0.00	0.00	0.00
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	Interest Income	0.00	0.00	0.00	0.00	0.00
	REVENUE Totals:	0.00	0.00	0.00	0.00	0.00
	Community Dev Expense	15,000.00	0.00	0.00	15,000.00	100.00
	Misc	1,000.00	0.00	0.00	1,000.00	100.00

General Ledger  
Revenue vs. Expenditure By Fund

Account	Description	Budget	Period Amount	Year to Date Amount	Year to Date Variance	Percent Variance
	Transfers to Other Funds	15,000.00	0.00	0.00	15,000.00	100.00
	EXPENSES Totals:	31,000.00	0.00	0.00	31,000.00	100.00
	20 Totals:	(31,000.00)*	0.00*	0.00*	(31,000.00)*	100.00*
21	Mobile Equipment Fund					
	WPD Vehicle Fines & Trans.	5,000.00	625.00	3,133.00	1,867.00	37.34
	Transfers from Other Funds	35,000.00	0.00	0.00	35,000.00	100.00
	Interest Income	0.00	0.00	0.00	0.00	0.00
	G/C Vehicle Replacement Fu	0.00	22,703.00	22,703.00	(22,703.00)	0.00
	REVENUE Totals:	40,000.00	23,328.00	25,836.00	14,164.00	35.41
	MEF FUND Purchases	95,000.00	47,703.00	47,703.00	47,297.00	49.78
	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
	EXPENSES Totals:	95,000.00	47,703.00	47,703.00	47,297.00	49.78
	21 Totals:	(55,000.00)*	(24,375.00)*	(21,867.00)*	(33,133.00)*	60.24*
24	Capital Project Fund					
	Bond Revenue	12,000.00	0.00	0.00	12,000.00	100.00
	Grants	5,409,000.00	0.00	30,815.94	5,378,184.06	99.43
	Grants - State	250,000.00	0.00	0.00	250,000.00	100.00
	County Grants	78,057.00	0.00	0.00	78,057.00	100.00
	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
	Other Income - Misc.	800,000.00	0.00	0.00	800,000.00	100.00
	Other Reimbursements	0.00	0.00	0.00	0.00	0.00
	Interest Income	125.00	6.84	80.51	44.49	35.59
	REVENUE Totals:	6,549,182.00	6.84	30,896.45	6,518,285.55	99.52
	Consulting /Service Fees	0.00	0.00	0.00	0.00	0.00
	Community Dev Expense	303,000.00	0.00	7,950.00	295,050.00	97.37
	Misc	10,000.00	0.00	0.00	10,000.00	100.00
	Other Capital Projects	650,000.00	3,974.00	23,089.71	626,910.29	96.44
	Construction Projects	594,000.00	1,853.50	620,957.07	(26,957.07)	(4.53)
	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
	Road Construction Projects	5,400,000.00	0.00	46,743.77	5,353,256.23	99.13
	Bridge Cap Projects	83,000.00	8,245.49	9,541.40	73,458.60	88.50
	EXPENSES Totals:	7,040,000.00	14,072.99	708,281.95	6,331,718.05	89.93
	24 Totals:	(490,818.00)*	(14,066.15)*	(677,385.50)*	186,567.50*	(38.01)*
25	RidgePort TIF#2 Fund					
	Property Taxes	25,000.00	0.05	4,489.04	20,510.96	82.04
	Interest Income	5.00	0.09	0.70	4.30	86.00



General Ledger  
 Revenue vs. Expenditure By Fund

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Period Amount</u>	<u>Year to Date Amount</u>	<u>Year to Date Variance</u>	<u>Percent Variance</u>
	REVENUE Totals:	25,005.00	0.14	4,489.74	20,515.26	82.04
	Other Professional Services	0.00	2,087.50	10,875.32	(10,875.32)	0.00
	Community Dev Expense	25,000.00	(87.50)	0.00	25,000.00	100.00
	Misc	0.00	0.00	0.00	0.00	0.00
	Transfers to Other Funds	0.00	0.00	0.00	0.00	0.00
	EXPENSES Totals:	25,000.00	2,000.00	10,875.32	14,124.68	56.49
	25 Totals:	5.00*	(1,999.86)*	(6,385.58)*	6,390.58*	127,811.60*
	REVENUE TOTAL	16,541,942.00**	813,104.55**	6,724,668.69**	9,817,273.31**	59.34**
	EXPENSE TOTAL	18,070,880.00**	938,843.50**	7,168,762.56**	10,902,117.44**	60.33**
	GRAND TOTAL	(1,528,938.00)**	(125,738.95)**	(444,093.87)**	(1,084,844.13)**	70.95**

December 11, 2015

Mr. Colby Zemaitis, P.E.  
City Engineer  
City of Wilmington  
1165 South Water Street  
Wilmington, Illinois

**RE: Contractor Recommendation for  
Demolition and Asbestos Abatement Activities at  
Former Widows Laundry Home**

Mr. Zemaitis:

As you are aware, the City of Wilmington (City) advertised within the Free Press Advocate newspaper for demolition and asbestos abatement activities of the Former Widows Laundry Home. As a result of the publically advertised call for bids, a total of eight (8) contractors attended the mandatory pre-bid meeting on November 24, 2015.

A total of two (2) bids were returned to the City by the identified bid submittal deadline for evaluation on the bid opening date of December 11, 2015. The apparent low bidder based on the total base bid and the provided alternate bid costs is Bechstein Construction Corporation. A bid tabulation has been provided documenting the bid results for all submitting Contractors. The Contractor appears to have met the requirements of the bid specification. In addition, a post-bid conference call was held on December 11, 2015 to review the scope of work with the apparent low bidder and confirm that all facets of the work was included within their bid.

True North Consultants, Inc. finds no reason to reject the apparent low bidder's bid and therefore recommends that the City award the base bid items for a total of \$22,274.00 and potentially the alternate bid item if deemed necessary by the City. The total bid award inclusive of the base bid and the alternate is \$24,074.00.

If you should have any questions regarding this recommendation, please do not hesitate to contact our office at (630) 717-2880.

Regards,  
**TRUE NORTH CONSULTANTS, INC.**



Sean P. Brady, P.E.  
Project Manager



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE PROVIDING FOR LINE ITEM TRANSFERS  
FOR THE FISCAL YEAR BEGINNING MAY 1, 2015 AND ENDING APRIL 30, 2016.

WHEREAS, The City Council of the Wilmington passed Ordinance Number 15-07-21-01, adopted July 21, 2015, which was the annual Appropriation Ordinance for the Fiscal Year beginning May 1, 2015 and ending April 30, 2016; and

WHEREAS, the Mayor and City Council, since the passage of Ordinance 15-07-21-01, it is in the best interest of the City and its citizens that Line Item Transfers be made to cover expenses that the City Council could not predict when the annual Appropriation Ordinance was passed; and

WHEREAS, The City Council, at any time after the first half of each fiscal year, has authority by a two-thirds vote, to make transfers within any department, of sums of money appropriated for one purpose to another purpose in excess of the 5% limitation, pursuant to 65 ILCS 5/8-2-7.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILMINGTON, ILLINOIS, AS FOLLOWS:

Section 1: That the amounts hereinafter set forth, outlined in Exhibit A, be transferred from the line items so indicated and in the amounts as listed under the caption **TRANSFERS FROM** to the line items so indicated and in the amounts as listed under the caption **TRANSFERS TO**.

Section 2: The preambles of the Ordinance are made an integral part of the Ordinance and shall carry the force and effect of law.

Section 3: Severability

If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

Section 4: EFFECTIVE DATE

This Ordinance shall be in full force and effect upon its passage and approval in the manner required by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, and the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

Larry Hall \_\_\_\_\_  
Steve Evans \_\_\_\_\_  
Kevin Kirwin \_\_\_\_\_  
Joe VanDuyne \_\_\_\_\_

Kirby Hall \_\_\_\_\_  
John Persic, Jr. \_\_\_\_\_  
Frank Studer \_\_\_\_\_  
Fran Tutor \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
J. Marty Orr, Mayor

Attest:

\_\_\_\_\_  
Judy Radosevich, City Clerk

**EXHIBIT A**  
**CITY OF WILMINGTON**  
**LINE ITEM TRANSFERS**  
**FY2016 - May 1, 2015 - April 30, 2016**  
**An Ordinance to Amend Ord# 15-07-21-01 Appropriations for FY2016**

	ORIGINAL APPROPRIATION	AFTER TRANSFER	INCREASE / DECREASE	
<b><u>Fund 01 - General Corporate</u></b>				
<b>TRANSFERS FROM</b>				
01-01-6010	Wages -Finance & Adm.	235,000	230,000	(5,000)
01-01-6385	Retired Empl Health Ins/Dental	132,000	130,000	(2,000)
01-01-6675	Pace Bus Service	10,000	6,000	(4,000)
01-01-7155	Community Festivals	10,000	5,000	(5,000)
01-02-7320	Equipment Purchases	13,000	8,000	(5,000)
01-03-6010	Wages - WPD	1,018,100	1,013,100	(5,000)
01-03-6380	Employee Health & Life Insurnc	195,000	190,000	(5,000)
01-03-6460	Legal Services	32,000	27,000	(5,000)
01-03-6640	Maint-Vehicles	25,000	20,000	(5,000)
01-03-6930	Gasoline & Oil	55,000	48,600	(6,400)
01-03-7321	Leased Equipment Expense	65,500	59,000	(6,500)
01-05-6010	Wages- Public Works	265,000	262,500	(2,500)
01-05-6020	Part Time Wages	25,000	21,500	(3,500)
01-05-6380	Employee Health & Life Insurance	92,000	90,000	(2,000)
01-05-6535	Maint-Parking Lots	4,000	2,000	(2,000)
01-05-6570	Maint-Sidewalks	6,000	3,000	(3,000)
01-05-6590	Maint-Streets	28,000	26,000	(2,000)
01-05-6640	Maint-Vehicles	40,000	30,000	(10,000)
01-05-6760	Telephone/Internet	3,500	3,000	(500)
01-05-6990	Sign Replacement	16,000	9,990	(6,010)
01-13-6337	Consulting Fee	175,000	172,500	(2,500)
	<b>TOTAL</b>			<b>(87,910)</b>
<b>TRANSFERS TO</b>				
01-01-6335	Prof Fees -Computer R&M	25,000	29,000	4,000
01-01-6360	Dues Subscrp. & Memberships	8,000	10,000	2,000
01-01-6460	Legal Services	35,000	43,000	8,000
01-01-7160	Misc	5,000	7,000	2,000
01-02-6530	Maint - Grounds & Buildings	62,000	64,000	2,000
01-02-6531	Prof. Fees - Janitorial	30,000	33,000	3,000
01-03-6035	Vacation Time Buy-Out	10,000	12,800	2,800
01-03-6335	Prof Fees -Computer R&M	10,000	23,000	13,000
01-03-6550	Maint - Radios & Pagers	1,000	1,600	600
01-03-6960	Office Supplies	3,600	5,600	2,000
01-03-7320	Equipment Purchases	56,000	66,000	10,000
01-03-7360	Expensed Equipment	2,000	6,500	4,500
01-05-6510	Maintenance - Equipment	18,000	22,000	4,000

	ORIGINAL APPROPRIATION	AFTER TRANSFER	INCREASE / DECREASE
01-05-6650 Notices/Legal Publications	600	1,200	600
01-05-6710 Rental of Equipment	6,000	7,500	1,500
01-05-6965 Postage	300	500	200
01-05-6970 Oper Supplies & Tools	12,500	15,000	2,500
01-05-8020 Transfers to Other Funds	0	22,710	22,710
01-13-6760 Telephone/Internet	1,000	2,000	1,000
01-13-6770 Training/Mtg & Travel Expense	1,000	2,000	1,000
01-13-7360 Expensed Equipment	1,000	1,500	500
<b>TOTAL</b>			<b>87,910</b>

**Fund 02 - Water Operations**

**Dept. 21 Water**

**TRANSFERS FROM**

02-21-6380 Employee Health & Life Insurance	76,000	74,000	(2,000)
02-21-6610 Maint-Water Mains	20,000	18,500	(1,500)
02-21-6710 Rental of Equipment	10,000	5,000	(5,000)
02-21-6730 Sludge Disposal	50,000	12,000	(38,000)
02-21-7340 Meters	40,000	38,000	(2,000)
02-21-8021 Contingency	5,000	0	(5,000)
<b>TOTAL</b>			<b>(53,500)</b>

**TRANSFERS TO**

02-21-6010 Wages	370,000	385,000	15,000
02-21-6011 FICA Taxes	34,500	36,000	1,500
02-21-6014 IMRF	44,000	48,000	4,000
02-21-6015 Overtime Wages	25,000	45,000	20,000
02-21-6530 Maint - Grounds/Buildings	3,500	7,000	3,500
02-21-6540 Maint - Pumping System	2,500	4,000	1,500
02-21-6625 Maint - Water Serv Lines	2,000	5,500	3,500
02-21-6970 Oper Supplies and Tools	10,000	12,000	2,000
02-21-6975 Back Flow Preventers	4,000	6,000	2,000
02-21-7940 Service Investment Fees	6,000	6,500	500
<b>TOTAL</b>			<b>53,500</b>

**Fund 04 - Sewer Operations Fund**

**TRANSFERS FROM**

04-00-6020 Part Time Wages	5,000	0	(5,000)
04-00-6670 Prof Fees - Other	22,000	20,000	(2,000)
04-00-6710 Rental of Equipment	19,000	11,000	(8,000)
04-00-6730 Sewer Sludge Disposal	34,000	28,500	(5,500)
04-00-6760 Telephone/Internet	6,500	5,500	(1,000)
04-00-6810 Utilities	108,000	100,000	(8,000)
04-00-8020 Transfers to Other Funds	100,000	85,000	(15,000)
04-00-8021 Contingency	20,000	0	(20,000)
<b>TOTAL</b>			<b>(64,500)</b>

		ORIGINAL APPROPRIATION	AFTER TRANSFER	INCREASE / DECREASE
<b>TRANSFERS TO</b>				
04-00-6390	Prof Fees - Engineering	0	30,000	30,000
04-00-6560	Maintenance Sewers -Collection	30,000	40,000	10,000
04-00-6561	Maintenance Sewers-Process	92,000	112,000	20,000
04-00-6640	Maint. - Vehicles	3,000	5,000	2,000
04-00-7360	Expensed Equipment	500	2,500	2,000
04-00-7940	Service & Investment Fees	6,000	6,500	500
	<b>TOTAL</b>			<b>64,500</b>
<b><u>Fund 06 - Motor Fuel Tax Fund</u></b>				
<b>TRANSFERS FROM</b>				
06-00-6983	Salt & Cinders	70,000	30,000	(40,000)
<b>TRANSFERS TO</b>				
06-00-6596	Misc. MFT Projects - Prior Yrs	300,000	340,000	40,000
	Clerical error in original budget, line 06-00-8021 Contingency was never added into the total expenditure amount on budget document approved. We are removing the \$10,000 listed as contingency as was not authorized in the total amount approved.			
<b><u>Fund 07 - ESDA Emergency Services Fund</u></b>				
<b>TRANSFERS FROM</b>				
07-00-8021	Contingency	4,000	2,000	(2,000)
<b>TRANSFERS TO</b>				
07-00-6670	Other Professional Services	6,500	8,500	2,000
<b><u>Fund 12 - Debt Service Fund</u></b>				
<b>TRANSFERS FROM</b>				
12-00-7937	Series 2006 Interest	29,000	17,000	(12,000)
12-00-8020	Transfers to Other Funds	12,000	8,500	(3,500)
	<b>TOTAL</b>			<b>(15,500)</b>
<b>TRANSFERS TO</b>				
12-00-7931	Series 2015 GO Bond Principal	0	15,000	15,000
12-00-7933	Series 2015 GO Bond Interest	0	500	500
	<b>TOTAL</b>			<b>15,500</b>
<b><u>Fund 17 - Water Capital Project Fund</u></b>				
<b>TRANSFERS FROM</b>				
17-00-6460	Legal Services	10,000	0	(10,000)
<b>TRANSFERS TO</b>				
17-00-6620	Maint - Water Meters	20,000	30,000	10,000
<b><u>Fund 21 - Mobile Equipment Fund</u></b>				
<b>TRANSFERS FROM</b>				
21-00-7410	WPD MEF Vehicle Purchases	40,000	17,297	(22,703)



		<b>ORIGINAL APPROPRIATION</b>	<b>AFTER TRANSFER</b>	<b>INCREASE / DECREASE</b>
	<b>TRANSFERS TO</b>			
21-00-7411	Public Works Vehicle Purchase	25,000	47,703	22,703
<b><u>Fund 24 - Capital Projects Fund</u></b>				
	<b>TRANSFERS FROM</b>			
24-00-7450	Misc. Other Capital Projects	100,000	67,000	(33,000)
	<b>TRANSFERS TO</b>			
24-00-7313	WPD Facility Ridge Bldg Project	594,000	627,000	33,000
<b><u>Fund 25 - RidgePort TIF#2 Fund</u></b>				
	<b>TRANSFERS FROM</b>			
25-00-7170	TIF#2 Distributions	25,000	10,000	(15,000)
	<b>TRANSFERS TO</b>			
25-00-7171	TIF - Prof. Fees/Admin	0	15,000	15,000



**RESOLUTION NO. 2016-01**

**A RESOLUTION DELETING AND DESIGNATING AUTHORIZED SIGNATORIES TO THE CITY OF WILMINGTON BANK ACCOUNTS AT GRUNDY BANK**

**WHEREAS**, the City of Wilmington maintains several bank accounts at Grundy Bank in the City of Wilmington, said accounts being listed on the attached Exhibit A; and

**WHEREAS**, one of the City's signatories on these accounts, Ms. Helen Hoppe, no longer hold the office of Alderman; and

**WHEREAS**, the City intends to remove Ms. Helen Hoppe \_\_\_\_\_  
\_\_\_\_\_  
as signatories to the City's Grundy Bank accounts and replace with \_\_\_\_\_  
\_\_\_\_\_.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILMINGTON, WILL COUNTY, ILLINOIS AS FOLLOWS:**

The City of Wilmington hereby removes the authority previously granted to Ms. Helen Hoppe to be signatory on the City's Grundy Bank accounts listed on the attached Exhibit A; and

**BE IT FURTHER RESOLVED THAT:**

Alderman \_\_\_\_\_  
is hereby designated to be additional signatory on the accounts listed on the attached Exhibit A. This Resolution shall be in full force and effect from and after its passage and approval.

PASSED this 19<sup>th</sup> day of January, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

John Persic, Jr. \_\_\_\_\_  
Larry Hall \_\_\_\_\_  
Fran Tutor \_\_\_\_\_  
Steve Evans \_\_\_\_\_

Kevin Kirwin \_\_\_\_\_  
Kirby Hall \_\_\_\_\_  
Joe VanDuyne \_\_\_\_\_  
Frank Studer \_\_\_\_\_

Approved this 19<sup>th</sup> day of January, 2016

\_\_\_\_\_  
J. Marty Orr, Mayor

Attest:

\_\_\_\_\_  
Judith Radosevich, City Clerk

## EXHIBIT A

### List of Accounts at Grundy Bank

Building Deposits	Holding	██████
Payroll Account	Sweep	██████
General Corporate	Operating	██████
Water & Sewer	Operating	██████
Purchasing Account-Debit	D-Card	██████

**Resolution No. 2016-02**

**A RESOLUTION AUTHORIZING THE CITY TREASURER TO UPDATE THE CITY OF WILMINGTON'S SIGNATORIES WITH *THE ILLINOIS FUNDS***

**WHEREAS**, the City of Wilmington participates in The Illinois Funds, Money Market Fund pursuant to Section 17 of the State Treasurer Act; and

**WHEREAS**, it is necessary to update and change the information on file with the Illinois Treasurer; and

**WHEREAS**, in order to update and change the information on file with the Illinois Treasurer, the City must designate and authorize a suitable representative of the City to execute the necessary documents to file with the State Treasurer.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILMINGTON, WILL COUNTY, ILLINOIS AS FOLLOWS:**

The City of Wilmington hereby designates, authorizes, and directs Kim Doglio, City Treasurer of the City of Wilmington, to execute and file with The Illinois Funds the change of information forms with the Illinois Treasurer to show the City's new authorized signatories, as listed on the attached Exhibit A, to The Illinois Funds, Money Market Account, sub accounts General Corporate Fund, Water & Sewer Fund, Water & Sewer Expansion Fund, Motor Fuel Tax Fund, Debt Service Fund, Water Treatment Plant Rehab Fund, Capital Projects Fund, and E-Pay Fund.

PASSED this 19<sup>th</sup> day of January, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

John Persic, Jr.	_____	Kevin Kirwin	_____
Larry Hall	_____	Kirby Hall	_____
Fran Tutor	_____	Joe VanDuyne	_____
Steve Evans	_____	Frank Studer	_____

Approved this 19<sup>th</sup> day of January, 2016

---

J. Marty Orr, Mayor

Attest:

---

Judith Radosevich, City Clerk

**EXHIBIT A**

**City of Wilmington, Illinois**

The persons whose signatures appear below are authorized to sign checks drawn on the Illinois Funds money market account maintained at U.S. Bank, Springfield, Illinois.

ANY TWO OF THE FOLLOWING SIX OFFICIALS MAY SIGN CHECKS.

- 1) \_\_\_\_\_ J. Marty Orr  
Mayor
- 2) \_\_\_\_\_ Jolynn Ziller  
Deputy City Clerk
- 3) \_\_\_\_\_ Larry Hall  
Alderman
- 4) \_\_\_\_\_ Frank Studer  
Alderman
- 5) \_\_\_\_\_  
Alderman
- 6) \_\_\_\_\_ Judith Radosevich  
City Clerk

I certify that the above named officials have been elected to the offices stated, or in the case of the Deputy City Clerk, appointed, that they hold such offices at this time, that their true signatures appear above and that this signature authorization was duly adopted by the City Council on the 19th day of January, 2016

**IN WITNESS THEREOF**, I have set my hand as the City Clerk and affixed the City Seal this 19th day of January, 2016.

\_\_\_\_\_  
Judith Radosevich, City Clerk

(SEAL)

# Memo

**To:** Mayor and City Council

**From:** Kim Doglio, Accountant 

**Date:** January 13, 2016

**Re:** Payroll Service

---

After reviewing several payroll service providers, I am recommending that we switch payroll providers from ADP to Paycor. I have spent time over the past 3 months interviewing, watching demonstrations, checking references, and negotiating price for a new outside payroll provider. The City has used ADP for over 10 years and the service has gone down while the pricing has gone up. Staff has been spending too much time trying to track attendance, with in many cases, much duplication of effort. I am certain when the original setup of ADP was done, the parameters were accurate, however; over time there has been changes in staff, needs, and overall technology. During my due diligence I compared PayChex, Kronos, and Paycor, all of which seem to be great companies.

- Paycor will provide the City with a cloud based payroll system which allows us to process payroll in real time, eliminating the wait time to see if payroll is correct.
- Customer service should be better as we will have (1) dedicated rep that will know how we do things and in that person's absence there are 2 others on that team.
- Pricing is locked in for (2) years then the normal 2%-6% rate increases will apply. Approximate savings of \$5,000 annually.
- HR Function that will allow supervisors (or other designated staff) to track training, certifications, other data as needed.
- Varying levels of access, time clocks, computer logins permitted from only authorized IP addresses, electronic requests for time off, time and attendance tracking and the reporting capabilities should be better.
- Lastly, Paycor will provide similar service in filing the payroll tax reports and W-2's.