

AGENDA  
VILLAGE OF ROUND LAKE  
COMMITTEE OF THE WHOLE MEETING  
May 15, 2017  
442 N. Cedar Lake Road  
To Follow the Regular Board Meeting  
The Regular Board Meeting is 7:00 P.M.

CALL TO ORDER

1. ROLL CALL

2. APPROVAL OF MINUTES

2.1 Approve the Minutes of the Committee of the Whole Meeting of May 1, 2017

3. PUBLIC COMMENT

4. COMMITTEE OF THE WHOLE

- Community Development
- Clerk's Office
- Human Resources and Finance
  - Travel & Entertainment Expense Policy
- Public Works, Facilities and Capital Assets, and Engineering
  - Additional Mowing Areas
  - F350 Truck Purchase
  - Lakewood Lift Station Pump Replacement
- Building and Zoning
- Special Events
- Police
  - Purchase of Police Vehicles
- Administration
  - IMRF Resolution to Terminate Clerk Participation

5. SUGGESTED NEW TOPICS

6. EXECUTIVE SESSION

6.1 Motion to move to Executive Session to discuss potential litigation pursuant to Section 2c(1) of the Illinois Open Meeting Act

7. ADJOURN

MINUTES  
VILLAGE OF ROUND LAKE  
COMMITTEE OF THE WHOLE MEETING  
May 1, 2017  
442 N. Cedar Lake Road  
To Follow the Regular Board Meeting  
The Regular Board Meeting is 7:00 P.M.

CALL TO ORDER

THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:31 P.M.

1. ROLL CALL

Present: Trustees Foy, Frye, Mandelman, Newby, Patel

Absent: Kraly

2. APPROVAL OF MINUTES

2.1 Approve the Minutes of the Committee of the Whole Meeting of April 17, 2017

Motion by Trustee Foy, Seconded by Trustee Patel, to approve the Minutes of the Committee of the Whole Meeting of April 17, 2017. Upon a unanimous voice vote, the Mayor declared the motion carried

3. PUBLIC COMMENT

None

4. COMMITTEE OF THE WHOLE

- Community Development
- Human Resources and Finance

- Fiscal Year End April 30, 2018 Salary Ordinance

Finance Director Frerichs stated that in conjunction with a resolution previously passed, representing the guidelines for employee compensation, an annual ordinance should be prepared to reflect a compensation pay plan for employees. As such, an ordinance reflecting such compensation pay plan with a cost of living adjustment of 2.5% for Fiscal Year End 2018 is in order. Included in the 2018 budget is a 3.0% cost of living adjustment (COLA) and a 3.5% step increase for non-union employees however, staff used 2.5% based on a brief survey of other communities. Currently, the Village is engaged in a compensation plan study that may impact salaries in the future. Union employees are not included in the compensation plan schedule. There are 31 union employees in the budget (including currently vacant positions). The number of employees impacted includes 19 full-time and 5 part-time employees. Of the 19 full-time employees, 12 employees (63%) are at the highest step (capped) and will only receive the 2.5% COLA.

The Mayor and Board agreed to move to the next Consent Agenda

- Public Works, Facilities and Capital Assets, and Engineering
- Building and Zoning
- Special Events
- Police
- Administration

5. SUGGESTED NEW TOPICS

6. EXECUTIVE SESSION

7. ADJOURN



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: PROPOSED TRAVEL EXPENSE POLICY FOR VILLAGE**

**OFFICIALS AND EMPLOYEES**

**Agenda Item No. COTW**

*Executive Summary*

Per House Bill 4379, titled “Local Government Travel Expense Control Act” and signed into law on July 22, 2016, all school districts and non-home rule units of local government shall, by resolution or ordinance, regulate travel, meal, and lodging expenses of officers and employees including: (1) the types of official business for which travel, meal, and lodging expenses are allowable; (2) maximum allowable reimbursement for travel, meal, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses. Provides that all travel, meal, and lodging expenses may only be approved after specified documentation has been submitted and the expenses are approved by a roll call vote. Prohibits reimbursing entertainment expenses.

Staff is recommending, in addition to the proposed overall policy, spending limits that are consistent with rates determined by the U.S. General Services Administration (GSA) CONUS for the respective cities or counties in which travel, meals and lodging occurs. Rates will be subject to review each May 1<sup>st</sup> which coincides with the village’s new fiscal year.

*Recommended Action*

Discuss and Provide Additional Staff Guidance for Future Board Action.

<b>Committee:</b> Human Resources and Finance	<b>Meeting Date:</b> 5/15/17																														
<b>Lead Department:</b> Administration	<b>Presenter:</b> Wayde Frerichs, Director of Finance																														
<b>Item Budgeted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Account(s)</th> <th style="width: 25%;">Budget</th> <th style="width: 25%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">-</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td></td> <td></td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$0.00</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td><b>Grand Total</b></td> <td style="text-align: right;"><b>\$0.00</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td colspan="2">-</td> </tr> <tr> <td style="text-align: right;">Over</td> <td colspan="2">-</td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	-			Item Requested			Y-T-D Actual			Amount Encumbered			<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Grand Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	Request is over/under budget:			Under	-		Over	-	
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# Village of Round Lake, Illinois

## Travel and Expense Policy and Procedures

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### **Introduction:**

Travel can play an important role in accomplishing the Village's mission to provide superior and responsive governmental services to the residents of Round Lake. Good judgment and ethical practices on the part of each traveler are important factors in controlling travel expenses and ensuring that travel on behalf of the Village contributes to the Village's mission.

The travel authorization process is the responsibility of all elected and appointed officials and each department head for Village employees. Travel authorization is a two part process that includes the approval of the travel in advance and the reporting of expenses following the completion of the trip. Approval of travel expense reports is more than a formality, it indicates that expenses submitted have been reviewed and are in compliance with Village procedures regarding travel and authorized business expenses.

The purpose of the following Travel and Expense Policy and Procedures are to ensure reimbursement of all travel, meal and lodging expenses of the Village of Round Lake's officials and employees are in compliance with the *Local Government Travel Expense Control, Illinois Public Act 99-0604*. This document establishes policy and procedures for the control and documentation of expenses incurred by Village officials, both elected and appointed, and employees on behalf of and for the benefit of the Village.

### **Definitions:**

For purposes of this Policy, the following words or phrases shall have the following meanings:

“AUTHORIZED INDIVIDUAL” shall mean a public official or employee, whether elected, appointed or employed, who is authorized to incur travel and travel related or business expenses in the performance of his or her duties. An authorized individual shall not include the spouse, children, other relatives, friends, or companions accompanying the authorized individual, unless the person otherwise qualifies as an authorized traveler in accordance with this policy.

“ENTERTAINMENT” shall mean and include, but not be limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

“TRAVEL” shall mean any expenditure directly incident to official travel by employees and officers of the Village involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

“PUBLIC BUSINESS” means expenses incurred in the performance of a public purpose which is required or useful for the benefit of the Village of Round Lake to carry out the responsibilities of Village business.

## Village of Round Lake, Illinois Travel and Expense Policy and Procedures

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“VILLAGE” shall mean the Village of Round Lake, Lake County, Illinois, a non-home rule unit of local government.

“VILLAGE PERSONNEL” shall mean all elected officials, all appointed officers, and all employees of the Village.

### **Required Procedures:**

The Village has identified the following objectives related to the regulation of travel and business expense incurred for official Village business:

1. The Village recognizes that certain travel and business expenses are necessary and proper for efficient conduct of public business. Such travel and business expenses are properly incurred for performing mandated, job-required duties and/or are related to attendance at schooling, conferences, seminars, meetings and workshops, where such attendance is necessary for continuing education, or is deemed worthwhile for reasons including but not limited to, networking, marketing and/or facilitating the duties of the office or business of the Village.
2. The Village through its budget system, shall maintain control of travel and business expenses for officials and employees, which shall provide for the efficient and economical conduct of official business.
3. Prior authorization for travel planned by an official/employee during a budget year shall be obtained as part of the approved budget for each department. All travel and business expenses by an employee must be authorized by the employee’s Department Head.
4. If a member of the elected or appointed board or committee finds it necessary to incur travel and/or business expenses, and when the expenses are within the intent of the annual adopted budget, the expenditures are authorized.

All Village personnel (i.e., all elected and appointed officials, officers, and/or employees) traveling or incurring business expenses on behalf of the Village, and those responsible for the approval of these expenses, are expected to follow the procedures described below to report and maintain control over travel expenses. The policies detailed below apply to all funds under Village control and are superseded only in those instances in which another agency is paying for the travel and applies specific and more restrictive rules and rates.

- a. Travel Authorization - Village policy requires that all travel that includes an overnight stay must be approved in advance by the employee’s Department Head and the Village Administrator, but for members of the Village Board, their respective requests for reimbursement shall be approved by a roll call vote of the Village Board at an open meeting held by the Village Board. This even applies to instances in which the travel has been budgeted or a travel advance is not requested. Requests for travel authorization

## Village of Round Lake, Illinois Travel and Expense Policy and Procedures

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- shall be submitted using the Village's Travel Expense Reimbursement Report Form (see attached Travel Expense Reimbursement Report Form).
- b. Travel Arrangements – All Village personnel should arrange travel using the least expensive means that is both safe and practical. Employees should use good judgment when determining logical routes for arriving at the intended destination.
  - c. Air Travel - Employees are required to request flights according to approximate arrival and departure time, rather than by specific carrier or flight number, in order to obtain the lowest available fare with logical routing for all trips. In general, lowest available fare is defined as the least costly fare available at the time of ticketing, and may include one stopover or connecting flight. (This is not intended to limit travelers who may wish to arrange air fare using more than one stopover or connecting flight as savings and time permits.) In order to take advantage of available discounted fares, travelers are requested to make reasonable adjustments in their travel plans.
  - d. All Village personnel should make air travel arrangements as far in advance as possible to take advantage of special fare savings. Travelers should be aware that some discounts have travel restrictions and cancellation penalties, and therefore good business judgment should be exercised. All air travel at Village expense must be by the least expensive fare type (i.e., coach or economy).
  - e. Ground Transportation - It is expected that all Village personnel shall use the most effective ground transportation available, considering cost, time, and availability. The cost of public transportation is reimbursable and does not require a receipt unless one can be obtained.
    - (i) Taxi and Airport Transportation – Whenever practical, airport or hotel ground transportation should be the preferred method of transportation to hotels or meeting sites. Taxis may be used as necessary taking into consideration the cost of other means of transportation. A receipt is required for reimbursement of these expenses.
    - (ii) Rental Passenger Automobiles – Rental automobiles for Village employees may be used as necessary but must be approved in advance by the Village Administrator or Department Head. Receipts are required for reimbursement of all expenses related to rental automobile use.
    - (iii) Personal Vehicles – Expenses of travel by automobile are reimbursable at the IRS authorized rate in effect at the time of travel. The mileage reimbursement allowance covers all automobile related costs; gasoline, insurance, maintenance etc. Toll charges and parking fees when supported by receipts, are reimbursable in addition to mileage allowance. The total personal automobile expenses shall not exceed the lowest available air fare. Village personnel using personal vehicles on Village business must have adequate automobile insurance coverages in effect at all times when utilizing one's personal vehicle(s) for Village business in compliance with Village policy.
  - f. Meals - The per diem allowance for meals including taxes and tips while on Village business shall not exceed the Internal Revenue Service (IRS) standard allowance for the locality, as found in Publication 1542 of the IRS. If the location traveled to is not included in the IRS publication, the standard meal allowance for the nearest city shall apply. Meal expenses and incidental expenses exceeding the standard per diem allowance are the responsibility of the

## Village of Round Lake, Illinois Travel and Expense Policy and Procedures

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respective Village personnel. The current standard allowance varies by locality with some locations in Illinois being higher than the standard rate.

When traveling on Village business, Village personnel should select restaurants which are reasonably priced for the locality. In addition, the Village will not pay for alcoholic beverages consumed with meals and receipts are required for meals purchased during the course of a trip for Village business.

Per diem allowances for partial days traveled shall be based on the per meal allowances outlined below. These allowances shall also apply to Village personnel attending in-state seminars and conferences not requiring an overnight stay. In either event, Village personnel will not receive a per diem allowance but will be reimbursed for meals not included in the registration costs. The following limits shall apply to meals purchased while conducting Village business:

- (i) Breakfast – Breakfast will be reimbursed whenever travel begins earlier than a normal breakfast and no meal is served at the seminar, conference, or other approved event. For a one day or half day seminar or training, Village personnel need to provide evidence that attendance required them to begin travel before 7 AM for reimbursement to occur. For instance, if Village personnel are attending a seminar in the suburbs that begins at 9 AM, he/she should not expect a reimbursement for breakfast to occur. The per diem meal allowance for breakfast shall be \$14.
- (ii) Lunch – Lunch will be reimbursed provided that the trip begins before the lunch hour (or concludes following the normal lunch hour) and lunch is not included as part of the conference, seminar, or other approved event. The per diem meal allowance for lunch shall be \$21.
- (iii) Dinner – Dinner will be reimbursed when Village personnel are away from the Village for the evening meal or do not return until after the normal dinner hour and no meal was provided as part of the conference, seminar, or other approved event. The per diem meal allowance for dinner shall be the balance of the IRS per diem allowance for the locality. For example, if the IRS per diem meal allowance for the locality is a total of \$69, the allowance for dinner shall be \$34 (calculated as \$69 minus \$14 for breakfast and \$21 for lunch).
- g. Lodging – Village personnel are expected to use reasonably priced lodging. When making reservations or registering, the person shall request and use the government or corporate rate or the conference rate if available. Otherwise, good judgment should be used in selecting hotels which provide comfortable lodging at reasonable prices.
- h. Accompaniment by Family Member - The Village will not reimburse Village personnel for travel costs of family members traveling with Village personnel on official Village business. Should a family member accompany the Village personnel for personal reasons, only those costs related to the Village personnel's travel may be reimbursed.
- i. Combined Business/Personal Travel – Whenever Village personnel, for his or her convenience and/or enjoyment, travels to an approved event on official Village business by an indirect route or interrupts Village travel for personal travel, any additional expenses incurred related to such personal travel are the responsibility of the Village personnel.



## Village of Round Lake, Illinois Travel and Expense Policy and Procedures

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- j. Non-Allowable Expenses – The Village's policy is to reimburse Village personnel for all reasonable and necessary expenses incurred while transacting the affairs of the Village. However, there are specific types of expenses which are considered to be personal, and are therefore not reimbursable. These include but are not limited to:
- (i) Cleaning, pressing, and laundering and/or dry cleaning of clothing;
  - (ii) Personal entertainment including movies, videos or hotel/motel pay per view services;
  - (iii) Airline and other trip insurance;
  - (iv) Beautician, barber, manicurist and shoe shine;
  - (v) Personal telephone calls except to report schedule changes to family members;
  - (vi) Repairs on personal vehicle(s) damaged while on Village business;
  - (vii) Traffic violations and court costs;
  - (viii) Membership fees in airline, hotel or other clubs and/or associations; or
  - (ix) Entertainment expenses, unless ancillary to the purpose of the program, event, or other official business.
  - (x) Books and magazines unless work related.
- k. Approved Forms of Payment - The preferred form of payment for the travel expenses of Village employees is by use of the purchasing card maintained by the Village Administrator or Department Head for those expenses that can be paid in advance, such as airfare or a hotel room. Payments to Village employees for other travel related expenses will be made after a copy of the completed Travel and Expense Reimbursement Report Form, together with all of the receipts for which reimbursement is requested, which has been approved by the respective Department Head and Director of Finance and has been submitted to the Village's Accounts Payable Department. In any case for the approval of any payment for or reimbursement for such expenses for any member of the Village Board, or in other cases when required by this Policy, such payment shall be authorized in advance by a roll call vote of the Village Board at a public meeting. No payments will be made until and unless the Travel and Expense Reimbursement Report Form has been approved by the respective Village personnel's Department Head and the Director of Finance.
- Village employees that have Village issued credit cards may use them to pay for travel related expenses. However, Village employees shall still be responsible for obtaining receipts and submitting a completed Travel and Expense Reimbursement Report Form to the Accounts Payable Department when the travel has been completed.
- l. Advances – The Village will not provide travel advances since the major travel expenses for Village employees should be paid by using the Village credit card maintained by the respective Village employee's Department Head. The Village will expedite reimbursing Village employees for their travel expenses.
- m. Expense Reporting - The Travel and Expense Reimbursement Report Form shall be completed in accordance with the instructions noted on the Form. Village personnel should provide as much detailed information as possible of all expenses itemized on the form as reasonably possible, including the cost of registration, books, literature and/or

Village of Round Lake, Illinois  
Travel and Expense Policy and Procedures

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training materials, meals, hotel, airfare, etc. regardless of whether such expenses were paid directly to a vendor (e.g. registration fees) or by credit card (e.g. hotel bill). Original receipts must be included with the Form, except when it is impractical to do so or when specifically exempted by this Travel Policy (e.g. cost of public transportation, tips, parking meters, etc.).

**Required Approvals:**

(a) Reimbursement of Expenses Incurred by or to be Incurred by All Village Personnel, Other Than Members of the Village Board:

- (1) Each person requesting reimbursement by the Village for expenditures incurred, or to be incurred, for travel related to the official business of the Village shall be required to complete a Travel and Expense Reimbursement Report Form provided by the Village's Department of Finance and shall submit written evidence of all such expenses for which approval for reimbursement by the Village is requested. The information required to be provided on said form shall include, but not limited to, the following:
  - (i) The name and job title, office or position with the Village of the individual who received or is requesting reimbursement;
  - (ii) The date(s) and the nature of the official Village business for which such expenses were or are expected to be incurred;
  - (iii) If expenses have not yet been incurred, written estimate of the expected cost of the travel, meals, or lodging for which reimbursement is requested; and
  - (iv) If expenses have already been incurred, written receipt of the cost of the travel, meals, or lodging for which reimbursement is requested.
- (2) Reimbursement to any Village personnel (other than a member of the Village Board) for such travel expenses shall require the written approval by such person's Department Head or the Village Administrator, or his or her designee.

(b) Reimbursement of Expenses Incurred by or to be Incurred by Members of the Village Board:

- (1) Each member of the Village Board requesting reimbursement by the Village of expenditures incurred, or to be incurred, for travel related to Official Village Business as defined in this Travel Policy shall be required to complete a Travel and Expense Reimbursement Report Form provided by the Village's Department of Finance and shall submit written evidence of all such expenses for which approval for reimbursement by the Village as requested. The information required to be provided on said form shall include, but not limited to, the following:

**Village of Round Lake, Illinois**  
**Travel and Expense Policy and Procedures**

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- (i) The name, job title, or office with the Village of the individual who received or is requesting reimbursement;
  - (ii) The date(s) and the nature of the Official Village Business for which such expenses were or are expected to be incurred;
  - (iii) If expenses have not yet been incurred: A written estimate of the expected cost of the travel, meals, or lodging for which reimbursement is requested;
  - (iv) If expenses have already been incurred: A written receipt of the cost of the travel, meals, or lodging for which reimbursement is requested;
  - (v) If reimbursement is being requested by a member of the Village Board related to the attendance at an event by such member's spouse, the specific event or event(s) must be identified and the reason for such request must be provided in writing.
- (2) Reimbursement for members of the Village Board for all such travel, meals, and lodging expenses require the written approval by a roll call vote of the Village Board at an open meeting held by the Village Board.
- (c) Maximum Cost of Expenses Which May Be Approved for Reimbursement: The maximum cost of expenses which may be approved for reimbursement by the Village for any travel, transportation, meals, and/or lodging shall be those amounts as set forth in this Travel Policy which may be amended from time to time.

CATEGORY	MAXIMUM
Travel – Auto (owned)	Current Internal Revenue Service mileage rate
Travel – Auto (rental)	100% of cost of least expensive economy rental
Travel – Train/Taxi	100% of fare of least expensive mode of available transportation
Travel - Airfare	100% of best economy class rate
Travel - Tolls	100% of tolls along direct route of travel
Travel - Parking	100% of best economy option
Lodging	Lowest negotiated event rate; \$195/night if no event rate <sup>(1)</sup>
Meals – actual cost up to maximum per day	\$74 per day overall, not to exceed the following: <sup>(2)</sup> - Breakfast \$14 - Lunch 21 - Dinner 34 - Incidentals 5

<sup>(1)</sup> Rate per the U. S. General Services Administration (GSA) CONUS Chicago average. Rate subject to update each May 1.

<sup>(2)</sup> Rate per the U. S. General Services Administration (GSA) CONUS rate for Lake County. Rate subject to update each May 1.

**Other Conditions and Restrictions on Travel**

Non-employees: Under no circumstances are any expenses to be paid by the Village when incurred by a non-employee of the Village or for an unauthorized employee or officer (employee or officer whose travel has not been approved as required by this policy).

Village of Round Lake, Illinois  
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Family Members Accompanying Traveler: Family members may accompany the traveler when traveling on official Village business. However, no expenses attributable to any family member will be reimbursable expenses. All expenses will be calculated as if the traveler were traveling alone, using the minimum costs to the Village for lodging, meals, and transportation. However, if the attendance of a spouse or family member is ancillary to the employee or official's participation and attendance at certain events, reimbursement for the spouse or family member's reasonable expenses shall be made by the Village following prior approval by the Village Administrator.

Vacation Combined with Official Travel: Employees or officers wishing to combine a vacation with a business or conference trip must have Department Head or Village Administrator approval. The employee or official will only be reimbursed for travel and expenses related to the conference to and from that destination.

Employee Repayment for Disallowed Expenses: Amounts disbursed for travel expenses which are subsequently disapproved by the Village Administrator or Village Board, shall be refunded to the Village within fifteen (15) days. Failure to do so will result in the amount being deducted from the employee's or official's next regular payroll check.

Miscellaneous Expenses: Other items of reasonable expense not specifically addressed and necessary in the course of conducting Village business shall be reimbursed after review and approval by the Department Head or Village Administrator.

No alcoholic beverage expenses will be reimbursed by the Village.

- (d) Approval of Expenses in Excess of the Approved Maximum Cost(s) or the Approved Estimated Cost(s):
- (i) Any request by Village personnel for reimbursement by the Village for costs incurred or estimated costs to be incurred for travel, meals, and/or lodging which are in excess of the approved maximum amount of expense for any such item or items shall require the approval by roll call vote of the Village Board at an open meeting held by the Village Board.
  - (ii) If an expense or expenses is or are incurred by any Village Personnel pursuant to an emergency or other extraordinary circumstance(s), as determined by the Village Board, and exceed(s) the respective maximum amount(s) otherwise permitted by this Travel Policy for reimbursement, such expense(s) shall require the written approval by roll call vote of the Village Board at an open meeting held by the Village Board.

Village of Round Lake, Illinois  
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- (e) Public Records: As provided in Public Act 99-0604, all documents, including any forms and/or receipts submitted to the Village for reimbursement are and shall be public records subject to disclosure under the Illinois Freedom of Information Act (5 ILCS 140).





VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE:** ADDITIONAL MOWING AREAS

**Agenda Item No.** COTW

*Executive Summary*

Staff is recommending four areas be added to the landscape maintenance contract currently held by Brightview Landscape Services, LLC. The suggested areas are shown in the attached maps. Three of the areas are right-of-ways that were not included in the original contract. The fourth area is around the building at 545 Railroad Avenue which was previously maintained by the renter.

Brightview has provided a quote for the additional mowing of \$1,890.00 per season.

*Recommended Action*

Approve four areas to be added to the landscape maintenance contract currently held by Brightview Landscape Services, LLC.

<b>Committee:</b> PW/F&CA and Engineering	<b>Meeting Date(s):</b> 05/15/17																																		
<b>Lead Department:</b> Public Works	<b>Presenter:</b> Adam Wedoff, Director of Public Works																																		
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Account(s)</th> <th style="text-align: center;">Budget</th> <th style="text-align: center;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td style="text-align: right;">\$36,700.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$5,000.00</td> <td style="text-align: right;">\$1,890.00</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>01-60-79-77911</td> <td style="text-align: right;">\$41,700.00</td> <td style="text-align: right;">\$1,890.00</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td></td> <td style="text-align: right;">\$39,810.00</td> </tr> <tr> <td style="text-align: right;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>		Account(s)	Budget	Expenditure	Other Items	\$36,700.00		Item Requested	\$5,000.00	\$1,890.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00							01-60-79-77911	\$41,700.00	\$1,890.00	Request is over/under budget:			Under		\$39,810.00	Over	-	
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Under		\$39,810.00																																	
Over	-																																		





Location 2:

Parkway in front of 301 Goodnow Boulevard, Round Lake (Norstates Bank)



Location 3:

545 Railroad Ave, Round Lake. This is a Village owned building.





Location 4:

Parkway east of Magnolia Lane at the intersection with Spruce Drive. You already mow several feet behind the sidewalk but we would like to go further east as shown below.





Adam Wedoff

May 5, 2017

Director of Public Works  
Village of Round Lake  
751 W. Townline Road  
Round Lake, IL 60073  
Phone: (847) 546-0962  
Fax: (847) 740-3576

Adam,

As discussed, the additional mowing added to Round Lake "Orange" will be an additional \$1,890 per season. If you will authorize us to add these to the billing we will start with the next visit to ensure they are on the rotation.

Thank you again for the trust and partnership you have in BrightView.

Please sign as acknowledgement of the additional mow areas to be added:

---

Adam Wedoff  
Director of Public Works  
Village of Round Lake

Darroll

Darroll Miller  
Business Developer  
Certified Arborist  
BrightView Landscape Services, LLC  
414-384-5494

[darroll.miller@brightview.com](mailto:darroll.miller@brightview.com)

[www.brightview.com](http://www.brightview.com)



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE:** F350 TRUCK PURCHASE

**Agenda Item No. COTW**

*Executive Summary*

Staff requests permission to purchase a Ford F350 pickup truck with dump body from Kunes Country Ford for \$43,657.57 and snow plow, salt spreader, fenders, and strobe lights from Monroe Truck Equipment for \$15,097.00 for a total cost of \$58,754.57.

Kunes Country Ford has an F350 pickup truck with a stainless steel dump bed currently on their lot. Staff priced out a similar make and model from Victor Ford with a stainless steel dump bed and the cost was \$55,391.00. Given that the price was significantly lower at Kunes and they already have the truck sitting on the lot, staff prefers not to wait for a third quote.

Staff requests using Monroe Truck Equipment as the sole source to install the plow, spreader, fender and strobe lights. Monroe has installed similar equipment on all other Village vehicles and staff feels it is best to keep the equipment uniform and interchangeable.

*Recommended Action*

Approve the purchase of a Ford F350 pickup truck from Kunes Country Ford and approve the purchase of a plow, spreader, fenders and strobe lights from Monroe Truck Equipment.

<b>Committee:</b> PW/F&CA and Engineering	<b>Meeting Date(s):</b> 05/15/17																															
<b>Lead Department:</b> Public Works	<b>Presenter:</b> Adam Wedoff, Director of Public Works																															
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  <b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Account(s)</th> <th style="width: 20%;">Budget</th> <th style="width: 40%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Other Items</td> <td style="text-align: right;">\$225,000.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$85,000.00</td> <td style="text-align: right;">\$58,754.57</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>60-60-80-88004</td> <td style="text-align: right;">\$310,000.00</td> <td style="text-align: right;">\$58,754.57</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: center;">Under</td> <td></td> <td style="text-align: right;">\$251,245.43</td> </tr> <tr> <td style="text-align: center;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	Other Items	\$225,000.00		Item Requested	\$85,000.00	\$58,754.57	YTD Actual		\$0.00	Amount Encumbered		\$0.00				60-60-80-88004	\$310,000.00	\$58,754.57	Request is over/under budget:			Under		\$251,245.43	Over	-		
Account(s)	Budget	Expenditure																														
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60-60-80-88004	\$310,000.00	\$58,754.57																														
Request is over/under budget:																																
Under		\$251,245.43																														
Over	-																															





# BILL OF SALE

Salesperson: Way Flucke

<b>Purchaser:</b>	<u>Round LAKE PUBLIC WORKS</u>	<b>Phone:</b>	<u>847-201-2190</u>
<b>Co-Purchaser:</b>		<b>Phone:</b>	
<b>Street Address:</b>			
<b>City:</b>	<u>Round LAKE</u>	<b>State:</b>	<u>IL</u>
<b>Zip Code:</b>	<u>60073</u>	<b>County:</b>	<u>LAKE</u>
<b>Email Address:</b>			

New    Used   Stock #: T8200   Date of Order: 5-4-17  
 Finance    Cash    Lease   Anticipated Delivery Date: SOON

	Year	Make	Model	Color	Miles	Vin Number
<b>Purchased</b>	<u>2017</u>	<u>Ford</u>	<u>F-350</u>	<u>Red</u>		<u>1FDRE3H68HDA03020</u>
<b>Trade In</b>						
<b>2nd Trade</b>						

**Other Conditions of Sale:**  
① MTE-ZEE 9' STAINLESS STEEL  
        Dump Body  
② 2 1/2" Receiver Hitch Plate  
③ Underbody Tool Box

<b>MSRP/Retail Price:</b>	<b>\$</b> <u>50,352.56</u>
Discount:	(\$ <u>    </u> )
Trade Allowance:	(\$ <u>    </u> )
Rebates:	(\$ <u>6800.00</u> )
<b>Cash Difference:</b>	<b>\$</b>
<b>Dealer Added Options:</b>	
	\$
	\$
	\$
	\$
	\$
	\$
<b>Subtotal w/ Added Options:</b>	<b>\$</b>
Doc Fee:	\$ <u>0</u>
State E-File Fee:	\$ <u>0</u>
Sales Tax (            % Tax Rate):	\$ <u>105.00</u>
Title/License Fees:	\$
Payoff:	\$
<b>Total:</b>	<b>\$</b>
Deposit on Order:	(\$ <u>    </u> )
Additional Cash Down Due:	(\$ <u>    </u> )
<b>Amount Financed/Due:</b>	<b>\$</b> <u>43,657.56</u>

**THE ORDERED VEHICLE MUST BE LOCATED**  
Mileage on Delivery will not exceed: \_\_\_\_\_  
Desired trim, options, and color configuration agreed upon and attached to this buyers order.  
**Order Non-Cancelable and Deposit Non-Refundable if dealer locates vehicle and customer fails to take delivery of vehicle.**

The appraisal of the trade in(s) is based on an odometer reading of up to \_\_\_\_\_ miles, and the trade in may be reappraised if it exceeds this limit.

**No oral representations are binding unless written on this form. This document supersedes any prior agreements and representations, regarding the transaction.**  
**USED VEHICLE ONLY:** "The information you see on the window form for this vehicle is part of this contract. Information on window form overrides any contrary provisions in the contract of sale."  
**NO PUBLIC LIABILITY, PROPERTY DAMAGE, OR PHYSICAL DAMAGE INSURANCE ISSUED.**

Purchaser Signature:		Date Signed:		Time Signed:	AM
Co-Purchaser Signature:		Date Signed:		Time Signed:	PM
Dealer Signature:		Date Signed:		Time Signed:	AM
		Date Signed:		Time Signed:	PM
		Date Signed:		Time Signed:	AM
		Date Signed:		Time Signed:	PM





**VEHICLE DESCRIPTION**  
**SUPER DUTY**  
 2017 F350 DRW 4X4 REG CHAS  
 XL 145" WB CHASSIS CAB  
 6.2L EFI V-8 ENGINE  
 6 SPEED AUTOMATIC TRANS 6R1

**EXTERIOR**  
 • GLASS - SOLAR-TINTED  
 • GRILLE - BLACK  
 • HEADLAMPS - WIPER ACTIVATED  
 • ROOF CLEARANCE LIGHTS  
 • TOW-HOOKS  
 • TRAILER SWAY CONTROL  
 • TRAILER TOW WIRE HARNESS  
 • WIPERS - INTERMITTENT

**INTERIOR**  
 • AIR COND, MANUAL FRONT  
 • BLACK VINYL FLOOR COVERING  
 • OUTSIDE TEMP DISPLAY  
 • PARTICULATE AIR FILTER  
 • TILT/TELESCOPE STR COLUMN  
 • UPFITTER SWITCHES  
 • VINYL SUN VISORS

**FUNCTIONAL**  
 • 4-WHEEL ANTI-LOCK DISC BRAKING SYSTEM  
 • HILL START ASSIST  
 • JEWEL EFFECT HEADLAMPS  
 • MANUAL LOCKING HUBS  
 • MONO BEAM COIL SPRING FR T SUSPENSION W/STAB BAR  
 • STABILIZER BAR, FRONT/REAR

**SAFETY/SECURITY**  
 • ADVANCE TRAC WITH RSC  
 • AIRBAGS - SAFETY CANOPY  
 • BELT-MINDER CHIME  
 • DRIVER/PASSENGER AIR BAGS  
 • SC5 POST CRASH ALERT SYS

**WARRANTY**  
 • 3YR/50,000 BUMPER / BUMPER  
 • 5YR/60,000 POWERTRAIN  
 • 5YR/60,000 ROADSIDE ASSIST

**STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE**

INCLUDED ON THIS VEHICLE	(MSRP)
<b>OPTIONAL EQUIPMENT/OTHER</b>	
PREFERRED EQUIPMENT PKG.640A	\$37,910.00
6.2L EFI V-8 ENGINE	3180.00
6 SPEED AUTOMATIC TRANS 6R140	41090.00
L12457/9R17E BSW ALL-TERRAIN	1195.00
4.30 HATIO LIMITED SLIP AXLE	
POWER EQUIPMENT GROUP	
TELESCOPING TT MIRR-PWR/HTD	
XL DECOR PACKAGE	
PLATFORM RUNNING BOARDS	
1400W GWR PACKAGE	
ENGINE BLOCK HEATER	
5.0L I-6 EMISSIONS	
SHARE TOW PACKAGE	
SPARE TIRE AND WHEEL DELETE	
TRAILER BRAKE CONTROLLER	
JACK	
40 GAL AFT OF AXLE FUEL TANK	
SYNC VOICE ACTIVATED SYSTEMS	
XL VALUE PACKAGE	
CRUISE CONTROL	
JAW/FM STEREO CD/CLK	

**PRICE INFORMATION**  
 BASE PRICE 3180.00  
 TOTAL OPTIONS/OTHER 41090.00  
**TOTAL VEHICLE & OPTIONS/OTHER DESTINATION & DELIVERY** 1195.00

**TOTAL MSRP \$42,285.00**

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

**RAMP ONE**  
 RC79

**RAMP TWO**  
 FINAL ASSEMBLY PLANT  
 OHIO

**METHOD OF TRANS.**  
 RAIL

**ITEM #:** 41-5629 O/T 59

**SPECIAL ORDER**  
 R023 R 6S 2A1 745 000264 12 20 16

**EPA Fuel Economy and Environment**

**FUEL ECONOMY RATINGS NOT REQUIRED ON THIS VEHICLE**

**fuelconomy.gov**  
 Calculate personalized estimates and compare vehicles

**39 YEARS**  
**FORD F-SERIES**  
**AMERICA'S BEST SELLING TRUCKS**  
**BUILT Ford TOUGH**

Scan this code to experience this vehicle or text 1FDDA03020 to 48028 or Visit ford.com/windowslaker

Standard messaging & data plan rates may apply.

**INSIST ON FORD PROTECT!** The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer for additional details, or visit www.FordOwner.com for more information.

**FORD PROTECT**  
 FORD CREDIT.COM

05/04/2017





www.MonroeTruck.com

REMIT TO LOCKBOX:  
MONROE TRUCK EQUIPMENT, INC.  
2726 SOLUTION CENTER  
CHICAGO, IL 60677-2007

INVOICE  
223417  
1/4/2017  
Page 1 of 1

**CUSTOMER INFORMATION**

Customer: KUNES COUNTRY FORD (IL) (4535850)  
104 RT 173  
ANTIOCH IL 60002

Contact: AP'S PH 262-728-5544  
Phone: 847-395-3900  
Fax: 847-838-9206

Notes:

**JOB INFORMATION**

Customer PO: SIGNED ORDER  
Terms: NET 30  
Quoted By: Ron Schmid  
Sales Rep: NELSON, MARTY  
Quote ID: 7RON001500  
Store Location: *MONROE TRUCK EQUIPMENT - FLINT*  
*2400 REO DRIVE, FLINT, MI 48507*  
Phone: *877-233-2030*

**VEHICLE INFORMATION**

Year: 2017	Make: FORD	Model: F-350
Vin #: 1FDRF3H68HDA03020	Factory Order #: 562917	Serial #:

**DESCRIPTION**

- MTE-ZEE 9', STAINLESS STEEL, 3-4 YD CAPACITY, FOLDING SIDE, DUMP BODY
- 7 GA. FLOOR, 12 GA. SIDES & 10 GA. ENDS, 16" H SIDES, 22" H TAILGATE
- 35,000 PSI YIELD HIGH-STRENGTH STAINLESS STEEL CONSTRUCTION & FLOOR
- HEAVY DUTY FRONT BULKHEAD WITH INTEGRAL 12" TAPERED CAB SHIELD & TAPERED LASER CUT WINDOW
- INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
- LED FMVSS108 LIGHTS & REFLECTORS
- RUBBER REAR FLAPS
- UNDERCOATED
- INSTALLED

**DOUBLE ACTING ELECTRIC HOIST**

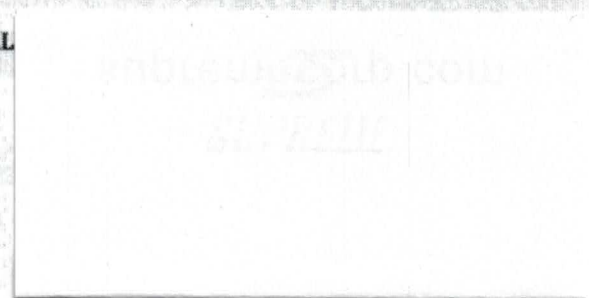
- 2-1/2" RECEIVER IN 1/2" PLATE
- 1800 TONGUE CAPACITY / 18,000 TOWING CAPACITY

**TRAILER RECEPTACLE**

MTE 18X18X30 ALUMINUM UNDERBODY TOOL BOX W/ 3 POINT LATCH. INSTAL

If paid in 5 days\*\*\*Preferred Dealer Discount (579.40).

Finance charge of 1.5% (annual rate 18%) to the first \$1,000 and 1% per month (Annual rate 12%) will apply to the balance after 30 days from purchase date.









**QUOTATION**  
 Monroe Truck Equipment  
 1051 W 7th Street  
 Monroe, WI 53566  
 Phone: 608-329-8103  
 Fax: 608-329-8521  
 Email: bsmith@monroetruck.com  
[www.monroetruck.com](http://www.monroetruck.com)

Quote Number: 9BES002921  
 Job Order Number:  
 Quote Date: 5/2/2017  
 Quote valid until: 6/1/2017  
 Terms: NET 30  
 Salesperson: SZYMCZAK, STEVE  
 Quoted By: Bob Smith

**Customer:** ROUND LAKE,VILL OF, (6596900)  
 442 CEDAR LAKE RD  
 ROUND LAKE, IL 60073-2852

**Contact:**  
 Phone: 847-546-5400 Fax:  
 Email:

**Dealer Code:** \_\_\_\_\_

**P.O. Number:** \_\_\_\_\_

**REASSIGN (Required for pool units):**  Fleet  Retail

**MSO/MCO (ONLY check if legally required):**  MSO  MCO

**Accepted by:** \_\_\_\_\_  
*Customer must fill out the information above before the order can be processed.*

**Date:** \_\_\_\_\_

**Chassis Information**

<b>Year:</b> 2017	<b>Make:</b> FORD	<b>Model:</b> F-350	<b>Chassis Color:</b>	<b>Cab Type:</b> REGULAR
<b>Single/Dual:</b> DRW	<b>CA:</b> 60.0	<b>CT:</b> -1.0	<b>Wheelbase:</b>	<b>Engine:</b> DIESEL
			<b>F.O. Number #:</b>	<b>Vin:</b>

**Comments:**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
-------------	--------

EQUIPMENT BELOW TO BE ADDED TO EXISTING F350 WITH MTE DUMP BODY

**BUYERS SNOWDOGG 96" ELECTRIC UNDER-TAILGATE SPREADER**

- 304 STAINLESS STEEL
- MATERIAL SPREAD UP TO 25'
- TWO 12 VDC DIRECT DRIVE MOTORS (3/4 HP FOR AUGER, 1/2 HP FOR SPINNER)
- STANDARD DISCHARGE
- 14" POLY SPINNER AND STAINLESS STEEL DUMP BODY MOUNTING PLATES
- 10-GAUGE TROUGH HAS 3-POINT HINGED BOTTOM COVER FOR EASY ACCESS TO ENTIRE AUGER ASSEMBLY AND ONE-PERSON CLEANOUT
- 6" AUGER WITH 3/8" FLIGHTING, INCLUDES AUGER SCREEN
- SEALED, SELF-ALIGNING 1-1/4" DIAMETER BEARINGS WITH GREASE FITTINGS
- STAINLESS STEEL SPILL SHIELDS
- INSTALLED

SURFACE MOUNT L.E.D. S/T/T LIGHTS (QTY 2) ON REAR CORNERS OF DUMP BODY  
 (REQUIRED WITH SPREADER INSTALL)

CLEAR, L.E.D. SPREADER LIGHT

**9' BOSS SUPER DUTY STEEL STRAIGHT BLADE SNOWPLOW (WILL USE ITS OWN ELECTRIC POWER UNIT**

- SMARTHITCH 2
- SMART TOUCH PENDANT CONTROL
- SL3 L.E.D. LIGHTING W/ ICE SHIELD TECHNOLOGY
- SMARTSHIELD
- HIGH-PERFORMANCE HYDRAULIC PACKAGE
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM
- HEAVY-DUTY PUSH FRAME
- REINFORCED STEEL MOLDBOARD
- CAST-IRON PLOW SHOES
- INSTALLED
- TWO-YEAR LIMITED WARRANTY

RUBBER SNOW DEFLECTOR

DESCRIPTION	AMOUNT
Quote Total:	\$12,517.00

**Additional Options:**

DESCRIPTION	AMOUNT	ADD TO QUOTE
POLY FENDERS	\$1,127.00	Yes / No
POLY SIDE BOARDS	\$424.00	Yes / No
3-RUNG SLIDE-OUT, FOLD-DOWN LADDER, STAINLESS STEEL WITH STAINLESS STEEL GRAB HANDLE	\$514.00	Yes / No
STAINLESS STEEL SHOVEL HOLDER	\$161.00	Yes / No
(4) WHELEN, L.E.D., MINI STROBES (2) MOUNTED ON THE GRILLE FACING THE FRONT (2) MOUNTED ON THE REAR OF THE BODY FACING THE REAR	\$780.00	Yes / No
STROBE LIGHT: WHELEN, L.E.D. MINI LIGHT BAR MOUNTED ON A SELF LEVELING BRACKET ON TOP OF THE CABSHIELD	\$673.00	Yes / No

**Notes:**

- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- ◆ State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- ◆ Restocking fees may be applicable for cancelled orders.

Total = \$15,097.<sup>00</sup>





VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE:** LAKEWOOD LIFT STATION PUMP REPLACEMENT

**Agenda Item No. COTW**

*Executive Summary*

Staff is requesting permission to purchase a new Flygt model NP-3102.095 5 HP submersible pump from Xylem Water Solutions USA, Inc. Staff does not know when the current pump was installed in the lift station but it is an odd size rail system from Germany. At some point the pump was dropped which broke the connection at the bottom of the wet well so the pump is clamped down. That means the pump cannot be pulled out for maintenance. Staff hired a contractor to repair the connection point and install universal rails so the pump can be pulled like the other lift station pumps. While down in the wet well, the contractor determined that the existing connection point could not be repaired with something that is compatible with the German pump. If the rail system and connection are to be repaired, the pump has to be replaced.

The pump is undersized for the lift station and staff feels it is in the best interest of the Village to replace it at this time. It is not budgeted for but other pump replacements that are budgeted can be pushed out a year to accommodate this one.

Xylem is the sole source for Flygt pumps. The Village has been purchasing Flygt pumps for all new or replacement pumps for the past few years. They have good performance and efficiency and work with our updated lift station controllers.

*Recommended Action*

Approve the purchase of a new Flygt model NP-3102.095 5 HP submersible pump from Xylem Water Solutions USA, Inc. for Lakewood Lift Station.

<b>Committee:</b> PW/F&CA and Engineering		<b>Meeting Date(s):</b> 05/15/17	
<b>Lead Department:</b> Public Works		<b>Presenter:</b> Adam Wedoff, Director of Public Works	
<b>Item Budgeted:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A  <b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>	<b>Account(s)</b>	<b>Budget</b>	<b>Expenditure</b>
	Other Items	\$164,254.00	
	Item Requested	\$0.00	\$6,138.00
	YTD Actual		\$0.00
	Amount Encumbered		\$0.00
	50-60-92-99208	\$164,254.00	\$6,138.00
	Request is over/under budget:		
	Under		\$158,116.00
	Over	-	



**Xylem Water Solutions USA, Inc.  
Flygt Products**

May 10, 2017

9661 194th Street  
Mokena, IL 60448  
Tel (708) 342-0484  
Fax (708) 342-0491

VILLAGE OF ROUND LAKE  
442 CEDAR LAKE RD  
ROUND LAKE IL 60073

Quote # 2017-CHI-0345  
Re:Round Lake - Lakewood LS

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment.

**Replacement Pump KJI 4 KSE5-4T 5hp**

Qty	Part Number	Description	Unit Price	Extended Price
1	3102.095-0082	Flygt Model NP-3102.095 4" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 5 HP 1750 RPM motor, 464 impeller, 1 x 50 Ft. length of SUBCAB 4G4+2x1,5 submersible cable, FLS leakage detector, volute is prepared for Flush Valve	\$ 5,571	\$ 5,571
1	EJ 105	ANSI Flange prepared for connection of adaptor bracket.	\$ 277	\$ 277

**Total Project Price \$ 5,848**

**Freight Charge \$ 290**

**Total Project Price \$ 6,138**

**Terms & Conditions**

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

**Purchase Orders:** Please make purchase orders out to: Xylem Water Solutions USA, Inc.

**Freight Terms:** 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2010)

See Freight Payment (Delivery Terms) below.

**Taxes:** State, local and other applicable taxes are not included in this quotation.



**Back Charges:** Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.

**Shortages:** Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

**Taxes:** State, local and other applicable taxes are not included in this quotation.

**Terms of delivery:** PP/Add Order Position

**Terms of payment:** Net 30 Standard

**Terms of payment:** Net 60 Days

**Validity:** This Quote will expire in ninety (90) days unless extended in writing by Xylem Water Solutions USA, Inc..

**Customer Acceptance:** A signed facsimile copy of this quote is acceptable as a binding contract.

Signature: \_\_\_\_\_ Company/Utility: \_\_\_\_\_

Name : \_\_\_\_\_ Address: \_\_\_\_\_  
(PLEASE PRINT)

Email: \_\_\_\_\_

Date: \_\_\_\_\_ Phone \_\_\_\_\_

PO#: \_\_\_\_\_ Fax: \_\_\_\_\_

**Schedule:** Please consult your local Flygt Branch Office to get fabrication and delivery lead times.

Thank you for the opportunity to provide this quotation. Please contact us if there are any questions.

Sincerely,

Andy Gross  
Sales Representative

andy.gross@xylem.com

:





VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: PURCHASE OF POLICE VEHICLES**

Agenda Item No. **COTW**

***Executive Summary:***

The Police Department seeks permission to purchase three (3) vehicles.

Three (3) “All Wheel Drive” 2018 Ford Police Utility (SUV) Interceptor vehicles. These will replace two Crown Victoria squad cars (One Patrol and one Detective car), and a Ford Interceptor squad car. The total purchase cost of these vehicles is \$81,600.00, plus necessary emergency equipment which is budgeted separately.

All of these vehicles will replace vehicles from the fleet: Two Ford Crown Victoria squad cars -a Detective car and a Patrol Car, and one Ford Interceptor squad car currently being used in patrol.

The Ford Police Utility (SUV) Interceptor vehicles will be purchased from Curie Motors. These vehicles are not in stock and must be ordered.

Supporting documentation attached:

• Currie Motors quote	\$27,200.00 (3) = <b>\$81,600</b> Includes Delivery
• Kunes Country Ford	\$27,337.00 (3) = \$82,011.00
• Landmark Ford	\$27,494.00 (3) = \$82,494.00
• Victor Ford	\$28,842.00 (3) = \$86,526.00

***Recommended Action:***

Approve the purchase of three replacement police vehicles and necessary equipment.

<b>Committee: Police</b>		<b>Meeting Date: 5/15/2017</b>	
<b>Lead Department: Police</b>		<b>Presenter: Michael Gillette</b>	
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
<b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>	<b>Account No(s):</b>	<b>Budget:</b>	<b>Actual Request:</b>
	60-40-80-88004	\$84,036.00	
	YTD Actual		\$0.00
	Encumbered		\$0.00
	Request		\$81,600.00
	<b>Total:</b>	<b>\$84,036.00</b>	<b>\$81,600.00</b>
	<b>Request is over/under budget:</b>		
	Under		\$2,436.00
	Over	-	





\$27200.00



**2017 Ford Utility Police Interceptor AWD  
Contract # 152**



**Currie Motors Fleet**

**"Nice People To Do Business With"**

Your Full-Line Municipal Dealer  
[www.CurrieFleet.com](http://www.CurrieFleet.com)

**ORDER CUTOFF: July 07/07/17**





**2017 Ford Utility Police Interceptor AWD**  
**Contract # 152**  
**\$26,456.00**

3.7 TI-VCT V6 FFV  
6-Speed Automatic  
Rear recovery hooks  
Independent front/rear suspension  
Engine Oil Cooler  
18.6 gallon fuel tank  
Engine Hour Meter  
220 Amp Alternator  
78 Amp Hour Battery  
Lower black body side cladding  
Dual Exhaust  
Black spoiler  
Electric Power Assist Steering  
Acoustic laminated windshield  
18" Tires and Wheels  
Fixed glass lift gate  
Full Size Spare  
AM/FM/CD  
Roll curtain airbag  
Safety Canopy W/Roll Over  
Sensor  
Anti-Lock Brakes With Advanced Trac  
and traction control  
LED tail lamps  
2<sup>nd</sup>/3<sup>rd</sup> Row Privacy Glass  
My Ford police cluster  
Black Grill  
Headlamps-LED Low Beam  
Halogen Hi Beam  
Lift Gate Release Switch - 45  
Second Time out

Rearview Camera with Washer  
All-Wheel Drive  
Manual folding power mirror  
Fold flat 60/40 rear vinyl bench  
Single Zone Manual Climate  
Control  
Power Windows - 1 Touch  
Up/Down  
Power Locks  
Cruise Control/Tilt Wheel  
Calibrated Speedometer  
Column Shift  
Work Task Light red/white  
Simple fleet key  
Power Adjustable Pedals  
Two-Way Radio Pre-Wire  
Particulate air filter  
Power Pig tail  
Delivery within 30 Miles  
Locking Glove Box

**Standard Warranty:**  
Basic: 3 Years/ 36,000 Miles  
Drivetrain: 5 Years/100,000 Miles  
Corrosion: 5 Years/ Unlimited  
Miles  
Emissions: 8 Years/80,000 Miles  
Roadside Assistance:  
5 Years/60,000 Miles

**Order Cutoff: 07/07/17**



<input type="checkbox"/>	99T	3.5L V-6 Ecoboost® Engine (131 MPH top speed)	\$3,106.00
<input type="checkbox"/>	41H	Engine block heater	\$86.00
<input type="checkbox"/>	86L	Auto Head Lamp Required With Silent Mode	\$109.00
<input checked="" type="checkbox"/>	43D	Dark car feature – Courtesy Lights Inop	\$17.00
<input type="checkbox"/>	43L	Silent Mode – Requires Day time Running Lights /Auto Lamp	\$19.00
<input type="checkbox"/>	942	Daytime Running Lights	\$39.00
<input type="checkbox"/>	17T	Dome lamp red/white cargo area	\$49.00
<input checked="" type="checkbox"/>	51Y	Spot Light Drivers Side Only - Incandescent	\$204.00
<input type="checkbox"/>	51Z	Dual Spot Lights (Driver/Passenger) Incandescent	\$334.00
<input type="checkbox"/>	51R	Spot Light Drivers Side LED Bulb - Unity	\$375.00
<input type="checkbox"/>	51T	Spot Light Drivers Side LED Bulb - Whelen	\$399.00
<input type="checkbox"/>	51S	Spot Light Dual LED Bulbs - Unity	\$541.00
<input type="checkbox"/>	51V	Spot Light Dual LED Bulbs - Whelen	\$632.00
<input type="checkbox"/>	51P	Spot Lamp Prep Kit; Driver side (does not include housing and bulb)	\$122.00
<input type="checkbox"/>	51W	Spot Lamp Prep Kit; Dual Side (does not include housing and bulbs)	\$245.00
<input type="checkbox"/>	21L	Front Auxiliary Light Red/Blue - requires option 60A	\$524.00
<input type="checkbox"/>	21W	Forward Indicator - Red/Blue Pocket Warning Light - requires option 60A(Located in Headlamp)	\$607.00
<input type="checkbox"/>	60A	Pre-wiring grill lamp, siren, speaker	\$45.00
<input type="checkbox"/>	63B	Side Marker LED - Red/Blue - Requires 60A	\$276.00
<input type="checkbox"/>	63L	Rear Quarter Glass Side Marker Lights - Red/Blue	\$546.00
<input type="checkbox"/>	92G	Glass-Solar Tint 2nd Row/Rear Quarter/Liftgate Window (Deletes Privacy Glass)	\$105.00
<input type="checkbox"/>	92R	Glass-Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	\$75.00
<input type="checkbox"/>	68Z	Roof rack side rails	\$136.00
<input type="checkbox"/>	76D	Deflector Plate (Eco Boost Only)	\$292.00
<input type="checkbox"/>	87R	Rear View Camera - Includes Electrochromic Rear View Mirror (replaces standard camera in center stack area)	N/C
<input checked="" type="checkbox"/>	53M	Sync® Basic – includes USB port and aux input jack	\$280.00
<input type="checkbox"/>	61R	Remappable (4) switches on steering wheel (less Sync)	\$136.00
<input type="checkbox"/>	61S	Remappable (4) switches on steering wheel (with Sync)	\$136.00
<input type="checkbox"/>	18W	Rear window power delete	\$22.00
<input type="checkbox"/>	68L	Rear-Door Handles Inoperable / Locks Operable	\$30.00
<input type="checkbox"/>	68G	Rear-Door Handles Inoperable / Locks Inoperable	\$30.00
<input type="checkbox"/>	52H	Hidden Door-Lock Plunger w/Rear-door Handles Op	\$122.00
<input type="checkbox"/>	52P	Hidden Door-Lock Plunger w/Read-door Handles Inop	\$140.00
<input type="checkbox"/>	16C	1st & 2nd Row Carpet Floor Covering (includes mats)	\$110.00
<input type="checkbox"/>	18D	Global Lock/Unlock (Disables Auto Lock on Rear Hatch)	24.00
<input type="checkbox"/>	87P	Power Passenger Seat (6-way) w/ manual recline/lumbar	\$284.00
<input checked="" type="checkbox"/>	85D	Front Console Plate-Delete (N/A w/ 67G, 67H, 67U, 85R)	N/C
<input type="checkbox"/>	85R	Rear Console Plate (N/A with 65U, 85D)	\$30.00



<input type="checkbox"/>	90D	Ballistic Door Panels – Level III Driver Front Only	\$1506.00
<input type="checkbox"/>	90E	Ballistic Door Panels – Level III Driver/Passenger Front	\$3012.00
<input type="checkbox"/>	90F	Ballistic Door Panels – Level IV Driver Front Only	\$2294.00
<input type="checkbox"/>	90G	Ballistic Door Panels – Level IV Driver/Passenger Front	\$4588.00
<input type="checkbox"/>	96W	Visor Light (requires rear console mounting plate N/A with interior Upgrade Package)	\$1159.00
<input type="checkbox"/>	96T	Rear Spoiler Traffic Light (requires 85R Rear Console Plate)	1330.00
<input type="checkbox"/>	55B	BLIS® Blind spot monitoring (includes manual heated mirrors)	\$517.00
<input type="checkbox"/>	19L	Lockable Gas Cap	\$17.00
<input type="checkbox"/>	549	Mirrors – Heated Sideview	\$53.00
<input type="checkbox"/>	593	Perimeter Anti-Theft Alarm – Requires key Fob (595)	\$105.00
<input type="checkbox"/>	595	Remote Keyless Entry (N/A with keyed alike)	\$248.00
<input type="checkbox"/>	76R	Reverse Sensing	\$261.00
<input checked="" type="checkbox"/>		Keyed Alike – Code #: <u>1284 X</u>	\$45.00
<input checked="" type="checkbox"/>	65L	18" 5-spoke full face wheel covers w/ metal clips	\$53.00
<input type="checkbox"/>	64E	18" painted aluminum wheels	\$451.00
<input type="checkbox"/>	17A	Aux Air Conditioning (N/A with 63V)	\$579.00
<input type="checkbox"/>	16D	Badge Delete	N/C
<input type="checkbox"/>	63V	Cargo Storage Vault - includes lockable door/compartiment light (N/A with 17A)	\$232.00
<input type="checkbox"/>	55D	Scuff Guards	\$79.00
<input type="checkbox"/>	60R	Noise Suppression Bonds (Ground Straps)	\$87.00
<input type="checkbox"/>	18X	100 Watt Siren/Speaker (includes bracket and pigtail)	\$285.00
<input type="checkbox"/>	43S	My Speed Fleet Management - allows admin to lower max vehicle speed and max audio volume / allows VMAX speed to be set in 5mph increments	\$53.00
<input type="checkbox"/>	52B	Enhanced PTU Cooler – requires EcoBoost® Engine	\$2553.00
<input type="checkbox"/>		Rustproof & Undercoating	\$395.00
<input type="checkbox"/>		Engine Idle Control	\$385.00
<input type="checkbox"/>		4 Corner LED Stobes (aftermarket using 86P)	\$895.00
<input type="checkbox"/>		CD-Rom service manual	\$325.00
<input type="checkbox"/>		Remote Start-Single Button Fob	\$475.00
<input checked="" type="checkbox"/>		License and Title w/delivery MP <input checked="" type="checkbox"/> M	\$145.00
<input type="checkbox"/>		<b>Delivery greater than 50 miles of dealership</b>	\$150.00

**Optional Maintenance & Warranty Coverage:**

<input type="checkbox"/>	ESP Extended Warranty Extra Care 5-Year 60,000 miles	\$1,620.00
<input type="checkbox"/>	ESP Extended Warranty Base Care -3 year/100,000 miles	\$1,115.00
<input type="checkbox"/>	ESP Extended Warranty Powertrain –6 year/100,000miles	\$975.00
<input type="checkbox"/>	ESP Extended Warranty Base Care – 6 year/100,000miles	\$1155.00



**Equipment Groups**

<input type="checkbox"/> 47C	<b>Police Wire Harness Connector Kit – Front</b> For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> <li>• (2) Male 4-pin connectors for siren</li> <li>• (5) Female 4-pin connectors for lighting/siren/speaker</li> <li>• (1) 4-pin IP connector for speakers</li> <li>• (1) 4-pin IP connector for siren controller connectivity</li> <li>• (1) 8-pin sealed connector</li> <li>• (1) 14-pin IP connector</li> </ul>	\$100.00
<input type="checkbox"/> 21P	<b>Police Wire Harness connector Kit – Rear</b> For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> <li>• (1) 2-pin connector for rear lighting</li> <li>• (1) 2-pin connector</li> <li>• (6) Female 4-pin connectors</li> <li>• (6) Male 4-pin connectors</li> <li>• (1) 10-pin connector</li> </ul>	\$123.00
<input type="checkbox"/> 65U	<b>Police Interior Upgrade Package</b> Includes: 1st & 2nd Row Carpet Floor Covering, Rear Cloth Seats, Center Floor Console less shifter- includes console Deletes the standard console mounting plate Note: Not available with options 67G, 67H, 67U	\$371.00
<input type="checkbox"/> 66A	<b>Front Headlamp Lighting Solution</b> Includes: Base LED low beam/halogen high-beam with wig-wag function, 2-white LED side warning lights, wiring, LED lights included, controller NOT included. Note: Not available with 67H; recommend using 67G or 67U	\$809.00
<input type="checkbox"/> 86P	<b>Front Headlamp Housing Only</b> Pre-drilled side marker holes (does not include lights) Pre-molded side warning holes with twist lock capability (does not include lights)	\$119.00
<input type="checkbox"/> 66B	<b>Tail Lamp Lighting Solution</b> Includes: Base LED lights plus 2-rear integrated white LED side warning lights, wiring, controller NOT included, N/A with 67H	\$404.00
<input type="checkbox"/> 66C	<b>Rear Lighting Solution</b> Includes two backlit flashing LED lights (mounted to inside lift gate glass), two lift gate flashing LED lights (not available with Police Interceptor package 67H)	\$433.00
<input type="checkbox"/> 86T	<b>Tail Lamp Housing Only</b> Pre-existing holes with standard twist lock-sealed capability, does NOT include LED lights. N/A w/66B and 67H	\$53.00



<input type="checkbox"/> 67U	<p><b>Ultimate Wiring Package (n/a with Interior Upgrade Package)</b> Includes the following:</p> <ul style="list-style-type: none"> <li>• Rear console mounting plate (85R)-contours through 2<sup>nd</sup> row; channel for wiring</li> <li>• Pre-wiring for grille LED lights, siren and speaker (60A)</li> <li>• Wiring harness I/P to rear (overlay)</li> <li>• (2) light cables-supports up to (6) LED lights (engine compartment/grille)</li> <li>• (2) 50-amp battery and ground circuits in RH rear-quarter</li> <li>• (1) 10-amp siren/speaker circuit engine cargo area</li> <li>• Rear hatch/cargo area wiring-supports up to (6) rear LED lights</li> </ul> <p>N/A with 65U, 67G, 67H</p>	\$524.00
<input type="checkbox"/> 67G	<p><b>Cargo Wiring Upfit Package (n/a) with Interior Upgrade Package</b></p> <ul style="list-style-type: none"> <li>• Rear Console Mounting Plate</li> <li>• Wiring overlay harness w/lighting &amp; siren interface connections</li> <li>• Vehicle engine harness: 2-light connectors, 2-grill light connectors, 2-50 amp battery ground circuits in power junction box, 2-10 amp siren/speaker circuit</li> <li>• Whelen lighting PCC8R control head</li> <li>• Whelen PCC8R Light Relay Center</li> <li>• Whelen specific cable connects PCC8R to control head</li> <li>• Pre-wiring for grill lights siren and speaker</li> </ul> <p>(not available with 65U 67H and 67U)</p>	\$1,272.00
<input type="checkbox"/> 67H	<p><b>Ready for the Road Package-not available with Interior Upgrade Package</b></p> <p><b>All-in Complete Package-Includes Police Interceptor Packages 66A 66B 66C plus</b></p> <ul style="list-style-type: none"> <li>• Whelen Cencom light controller</li> <li>• Whelen Cencom relay center/siren amp with traffic advisor</li> <li>• Light controller/relay Cencom wiring</li> <li>• Grille LED Lights</li> <li>• 100 Watt Siren/Speaker</li> <li>• (9) I/O digital Serial Cable (console to cargo)</li> <li>• Hidden door lock plunger &amp; rear door handles inop</li> <li>• Rear console mounting plate</li> </ul> <p>(not available with 66A 66B 66C 67G 67U 65U)</p>	\$3,244.00



**Vinyl Options**

<input type="checkbox"/>	<b>91A Two-Tone Vinyl Wrap - Package #1</b> Roof & Right/left, front/rear doors vinyl - white only (Not available with: 91C, 91D, 91E, 91F, 91G, 91H, 91J)	\$733.00
<input type="checkbox"/>	<b>91C Two-Tone Vinyl Wrap - Package #3</b> Roof & Right/left front doors only vinyl - white only (Not available with: 91A, 91D, 91E, 91F, 91G, 91H, 91J)	\$611.00
<input type="checkbox"/>	<b>91H Two-Tone Vinyl – Roof white only</b> (Not available with: 91A, 91C)	\$428.00
<input type="checkbox"/>	<b>91J Two-Tone Vinyl – LH/RH Front Doors white only</b> (Not available with: 91A, 91C, 91D, 91E, 91F, 91G)	\$266.00
<input type="checkbox"/>	<b>91D Vinyl Word Wrap - POLICE (Non-Reflective)</b> White (YZ) lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91E, 91F, 91G, 91J	\$694.00
<input type="checkbox"/>	<b>91E Vinyl Word Wrap - POLICE (Reflective)</b> Black lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91F, 91G, 91J	\$694.00
<input type="checkbox"/>	<b>91F Vinyl Word Wrap - POLICE (Reflective)</b> White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91G, 91J	\$694.00
<input type="checkbox"/>	<b>91G Vinyl Word Wrap - SHERIFF (Non-Reflective)</b> White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91F, 91J	\$694.00

**Options – Exterior**

<input type="checkbox"/>	<b>BU</b>	Medium Brown Metallic	
<input type="checkbox"/>	<b>E3</b>	Arizona Beige Metallic Clearcoat	
<input type="checkbox"/>	<b>G1</b>	Shadow Black	
<input type="checkbox"/>	<b>HG</b>	Smokestone Metallic	
<input type="checkbox"/>	<b>J1</b>	Kodiak Brown Metallic	
<input type="checkbox"/>	<b>JL</b>	Dark Toreador Red Metallic	
<input type="checkbox"/>	<b>KR</b>	Norsea Blue Metallic	
<input type="checkbox"/>	<b>LK</b>	Dark Blue	
<input type="checkbox"/>	<b>LM</b>	Royal Blue	
<input type="checkbox"/>	<b>LN</b>	Light Blue Metallic	
<input type="checkbox"/>	<b>MM</b>	Ultra Blue Metallic	
<input type="checkbox"/>	<b>N1</b>	Blue Jeans Metallic	
<input type="checkbox"/>	<b>TN</b>	Silver Grey Metallic	
<input type="checkbox"/>	<b>UJ</b>	Sterling Grey Metallic	
<input checked="" type="checkbox"/>	<b>UX</b>	Ingot Silver Metallic	
<input type="checkbox"/>	<b>YG</b>	Medium Titanium Metallic	
<input type="checkbox"/>	<b>YZ</b>	Oxford White	
<input type="checkbox"/>		Special Paint	\$873.00





**Options – Interior**

<input type="checkbox"/>	Charcoal Black w/vinyl rear	N/C
<input type="checkbox"/>	Charcoal Black w/cloth rear	\$57.00

**Please enter the following:**

**Title Information :**

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**Contact Name**

---

**Phone Number**

---

**Purchase Order Number**

---

**Fleet Identification Number**

---

**Tax Exempt Number**

---

**Total Dollar Amount**

---

**Total Number of Units**

---

**Delivery Address**

---

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**Please submit P.O. & Tax exempt letter with Vehicle Order:**

*Currie Motors Fleet  
9423 W. Lincoln Hwy  
Frankfort, IL 60423  
PHONE: (815)464-9200 FAX: (815) 464-7500  
CurrieFleet@gmail.com  
Contact Person: Tom Sullivan*

*Upfitted Units Are Available for Immediate Delivery  
visit our Website: [www.Curriefleet.com](http://www.Curriefleet.com)*



27,337.00



**Kunes Country Ford of Antioch, Inc.**  
104 Route 173, Antioch, Illinois, 60021832  
Office: 847-395-3900 Fax: 847-395-6685

## Customer Proposal

---

**Prepared for:**

Ted Lohman  
Round Lake Police Department  
741 W Townline Road  
Round Lake, IL 60073

**Prepared by:**

Don Winslow  
Office: 847-395-3900  
Email: [dwinslow@kunescountry.com](mailto:dwinslow@kunescountry.com)

**Date:** 05/01/2017

**Vehicle:** 2017 Utility Police Interceptor Base  
AWD

**Quote ID:** 050117-1





## Selected Options

Code	Description	MSRP
<b>Base Vehicle</b>		
K8A	Base Vehicle Price (K8A)	\$31,995.00
<b>Packages</b>		
500A	Order Code 500A <i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes center caps and full size spare. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks. - Radio: MyFord AM/FM/CD/MP3 Capable Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	N/C
<b>Powertrain</b>		
99R	Engine: 3.7L V6 Ti-VCT FFV	Included
44C	Transmission: 6-Speed Automatic	Included
STDAX	3.65 Axle Ratio	Included
STDGV	GVWR: 6,300 lbs	Included
<b>Wheels &amp; Tires</b>		
STDTR	Tires: P245/55R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes center caps and full size spare.</i>	Included
65L	Wheel Covers (18" Full Face Wheel Cover)	\$60.00
<b>Seats &amp; Seat Trim</b>		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	Included
<b>Other Options</b>		
113WB	113" Wheelbase	STD
PAINT	Monotone Paint Application	STD

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



## Selected Options (cont'd)

Code	Description	MSRP
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	Included
153	Front License Plate Bracket	N/C
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>	\$20.00
51Y	Driver Only Incandescent Spot Lamp	\$215.00
53M	SYNC Basic (Voice-Activated Communications System) <i>Includes single USB port and single auxiliary audio input jack.</i>	\$295.00
85D	Front Console Plate Delete	N/C
59B	Keyed Alike - 1284x	\$50.00
<b>Fleet Options</b>		
FLADCR	Fleet Advertising Credit	\$0.00
<b>Interior Colors</b>		
9W_01	Charcoal Black	N/C
<b>Primary Colors</b>		
UX_01	Ingot Silver Metallic	N/C
<b>SUBTOTAL</b>		<b>\$32,635.00</b>
Destination Charge		\$945.00
<b>TOTAL</b>		<b>\$33,580.00</b>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



**Kunes Country Ford of Antioch, Inc.**  
 104 Route 173, Antioch, Illinois, 600021832  
 Office: 847-395-3900

**2017 Utility Police Interceptor, Sport Utility**  
 AWD Base(K8A)  
 Price Level: 750 Quote ID: 050117-1

## Pricing - Single Vehicle

		<b>MSRP</b>
<i>Vehicle Pricing</i>		<b>\$33,580.00</b>
<i>Pre-Tax Adjustments</i>		
<b>Code</b>	<b>Description</b>	
35764H	Government Price Concession - Illinois	-\$3,100.00
Discount	Dealer Discount	-\$3,143.00
<hr/> <b>Total</b>		<b>\$27,337.00</b>

\_\_\_\_\_  
 Customer Signature

\_\_\_\_\_  
 Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: **Ted Lohman, Round Lake Police Department**  
 By: **Don Winslow** Date: **05/01/2017**



==>

Dealer: F41895

2017 EXPLORER 4-DOOR

Page: 1 of 1

Order No: 2222 Priority: F1 Ord FIN: QS041 Order Type: 5B Price Level: 750

Ord Code: 500A Cust/Flt Name: ROUND LAKE PO Number:

		RETAIL	DLR INV		REMARKS	TRAILER	RETAIL	DLR INV
K8A	4DR AWD POLICE	\$31995	\$30875.00					
	.112.6" WB			85D	FRT CNSL MT DEL		NC	NC
UX	INGOT SLVR MET				FLEX-FUEL			
9	CLTH BKTS/VNL R			153	FRT LICENSE BKT		NC	NC
W	EBONY BLACK				SP DLR ACCT ADJ			(1315.00)
500A	EQUIP GRP				SP FLT ACCT CR			(903.00)
	.PREM SINGLE CD				FUEL CHARGE			4.82
99R	.3.7L V6 TIVCT	NC	NC	B4A	NET INV FLT OPT		NC	7.00
44C	.6-SPD AUTO TRAN	NC	NC		DEST AND DELIV	945		945.00
53M	SYNC SYSTEM	295	280.00	TOTAL	BASE AND OPTIONS	33760		30394.82
43D	COURTESY DISABL	20	19.00	TOTAL		33760		30394.82
51R	DRV LED SPT LMP	395	375.00	*THIS IS NOT AN INVOICE*				
59B	KEY CODE B	50	49.00	*TOTAL PRICE EXCLUDES COMP PRICE ALLOW*				
65L	18" WHEEL COVER	60	58.00					
794	PRICE CONCESSN							

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S099 - PRESS F4 TO SUBMIT

QC08007

27,094.  
 175. MP Plates  
 225. Delivery

---

27,494. each

\$ 27,842.00



**Victor Ford Inc.**  
Rte 12, 1-1/2 Mi N Of Rte 176, Wauconda, Illinois, 60084  
Office: 847-526-5541

## Customer Proposal

---

**Prepared for:**

Ted Lohman  
Round Lake Police Department  
741 W. Townline Rd.  
Round Lake, IL 60073  
Office: 847-546-8112  
Fax: 847-546-8154

**Prepared by:**

MICHAEL LUKACHIK  
Office: 847-526-5541  
Email: mikeluckyvictorford@hotmail.com  
*DIRECTS 224-993-3259*

**Date:** 05/01/2017  
**Vehicle:** 2017 Utility Police Interceptor Base  
AWD  
**Quote ID:** 050117  
**STOCK #:** ORDER









**Victor Ford Inc**  
 Rte 12, 1-1/2 MI N Of Rte 176, Wauconda, Illinois,  
 60084  
 Office: 847-526-5541

**2017 Utility Police Interceptor, Sport  
 Utility  
 AWD Base(K8A)**  
 Price Level: 750 Quote ID: 050117 STOCK: ORDER

## Selected Options

Description	MSRP
<b>Base Vehicle</b>	
Base Vehicle Price (K8A)	\$31,995.00
<b>Packages</b>	
Order Code 500A	N/C
<i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes center caps and full size spare.</i> - Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks.</i> - Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	
<b>Powertrain</b>	
Engine: 3.7L V6 Ti-VCT FFV	Included
Transmission: 6-Speed Automatic	Included
3.65 Axle Ratio	Included
GVWR: 6,300 lbs	Included
<b>Wheels &amp; Tires</b>	
Tires: P245/55R18 AS BSW	Included
Wheels: 18" x 8" 5-Spoke Painted Black Steel	Included
<i>Includes center caps and full size spare.</i>	
Wheel Covers (18" Full Face Wheel Cover)	\$60.00
<b>Seats &amp; Seat Trim</b>	
Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included
<i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	
<b>Other Options</b>	
113" Wheelbase	STD
Monotone Paint Application	STD

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Ted Lohman, Round Lake Police Department  
 By: MICHAEL LUKACHIK Date: 05/01/2017





**Victor Ford Inc**  
 Rte 12, 1-1/2 MI N Of Rte 176, Wauconda, Illinois,  
 60084  
 Office: 847-526-5541

**2017 Utility Police Interceptor, Sport  
 Utility**  
 AWD Base(K&A)  
 Price Level: 750 Quote ID: 050117 STOCK: ORDER

## Selected Options (cont'd)

Description	MSRP
Radio: MyFord AM/FM/CD/MP3 Capable	Included
	<i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>
Dark Car Feature	\$20.00
	<i>Courtesy lamps disabled when any door is opened.</i>
Driver Only Incandescent Spot Lamp	\$215.00
SYNC Basic (Voice-Activated Communications System)	\$295.00
	<i>Includes single USB port and single auxiliary audio input jack.</i>
Front Console Plate Delete	N/C
Keyed Alike - 1284x	\$50.00
<b>Interior Colors</b>	
Charcoal Black	N/C
<b>Primary Colors</b>	
Ingot Silver Metallic	N/C
<b>SUBTOTAL</b>	<b>\$32,635.00</b>
Destination Charge	\$945.00
<b>TOTAL</b>	<b>\$33,580.00</b>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Ted Lohman, Round Lake Police Department  
 By: MICHAEL LUKACHIK Date: 05/01/2017





**Victor Ford Inc**  
 Rte 12, 1-1/2 MI N Of Rte 176, Wauconda, Illinois,  
 60084  
 Office: 847-526-5541

**2017 Utility Police Interceptor, Sport  
 Utility**  
 AWD Base(K8A)  
 Price Level: 750 Quote ID: 050117 STOCK: ORDER

## Pricing - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$31,995.00
Options & Colors	\$640.00
Upfitting	\$0.00
Destination Charge	\$945.00
<b>Subtotal</b>	<b>\$33,580.00</b>
<i>Pre-Tax Adjustments</i>	
<b>Description</b>	
Victor Ford Discount and Government Price Concession	-\$5,843.00
<b>Subtotal</b>	<b>\$27,737.00</b>
<i>Post-Tax Adjustments</i>	
<b>Description</b>	
Municipal License Plate and Title	\$105.00
<b>Total PER VEHICLE</b>	<b>\$27,842.00</b>
<b>TOTAL 3 VEHICLES</b>	<b>\$83,526.00</b>

Customer Signature

Acceptance Date

*ALLOW 10-12 WEEKS FOR DELIVERY*

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Ted Lehman, Round Lake Police Department  
 By: MICHAEL LUKACHIK Date: 05/01/2017







VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE:** IMRF RESOLUTION TO TERMINATE CLERK PARTICIPATION

**Agenda Item No.** COTW

*Executive Summary:*

The Village Board adopted resolution 97-R-03 on February 24, 1997 to allow the position of Village Clerk to participate in IMRF. At that time, the position of Village Clerk served as the Village Collector and Office Manager in a full time role. Over time the duties and responsibilities of the Village Clerk have changed and the position no longer meets the applicable annual hourly standard for participation of 1,000 hours.

IMRF requires that the governing body pass a resolution to terminate participation of the position once the elected position no longer qualifies for participation.

Attached is

- A resolution terminating participation
- IMRF Form 6.64T: A Resolution Relating To Termination Of Participation By Elected Officials In The Illinois Municipal Retirement Fund

*Recommended Action:*

Adopt a Resolution to Terminate the Position of Village Clerk from Participation In IMRF.

<b>Committee:</b> -	<b>Meeting Date:</b> May 15, 2017																											
<b>Lead Department:</b> Administration	<b>Presenter:</b> Steven J. Shields, Village Administrator																											
<b>Item Budgeted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Account(s)</th> <th style="text-align: center;">Budget</th> <th style="text-align: center;">Expenditure</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">xx-xx-xx-xxxxx</td> <td style="text-align: center;">-</td> <td></td> </tr> <tr> <td>Item Requested</td> <td></td> <td></td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;"><b>\$0.00</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td style="text-align: center;">-</td> <td></td> </tr> <tr> <td style="text-align: right;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	xx-xx-xx-xxxxx	-		Item Requested			Y-T-D Actual			Amount Encumbered			Total:	<b>\$0.00</b>	<b>\$0.00</b>	Request is over/under budget:			Under	-		Over	-	
Account(s)	Budget	Expenditure																										
xx-xx-xx-xxxxx	-																											
Item Requested																												
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Total:	<b>\$0.00</b>	<b>\$0.00</b>																										
Request is over/under budget:																												
Under	-																											
Over	-																											



# A RESOLUTION RELATING TO TERMINATION OF PARTICIPATION BY ELECTED OFFICIALS IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

IMRF Form 6.64T (03/12)

PLEASE ENTER Employer IMRF I.D. Number

**RESOLUTION**  
Number \_\_\_\_\_

**WHEREAS**, the \_\_\_\_\_  
EMPLOYER NAME

is a participant in the Illinois Municipal Retirement Fund:

**WHEREAS**, elected officials with the \_\_\_\_\_  
EMPLOYER NAME

may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for

\_\_\_\_\_ hours or more per year; and  
600 or 1,000

**WHEREAS**, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund; and

**WHEREAS**, this governing body has previously determined that the following elected position required performance of duty for at least \_\_\_\_\_ hours per year: \_\_\_\_\_; and  
600 or 1,000 ELECTED POSITION

**WHEREAS**, the duties and responsibilities of this position have changed and it no longer requires performance of duty for at least \_\_\_\_\_ hours per year, effective \_\_\_\_\_.  
600 or 1,000 DATE (MM/DD/YY)

**NOW THEREFORE BE IT RESOLVED** that the \_\_\_\_\_  
BOARD, COUNCIL, ETC.  
of \_\_\_\_\_ finds that the position of \_\_\_\_\_  
EMPLOYER NAME ELECTED POSITION

no longer qualifies for IMRF participation, as of \_\_\_\_\_.  
DATE (MM/DD/YY)

## CERTIFICATION

I, \_\_\_\_\_, the \_\_\_\_\_  
NAME CLERK OR SECRETARY OF THE BOARD

of the \_\_\_\_\_, of the County of \_\_\_\_\_  
EMPLOYER NAME COUNTY

State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its \_\_\_\_\_ at a meeting duly convened  
BOARD, COUNCIL, ETC.

and held on the \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_.  
DAY MONTH YEAR

\_\_\_\_\_  
Signature of Clerk or Secretary of the Board

## IMRF

2211 York Road, Suite 500, Oak Brook Illinois 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives: 1-800-ASK-IMRF (1-800-275-4673)

[www.imrf.org](http://www.imrf.org)

SENT BY: IMRF

; 2-20-87 ; 3:31PM ;

LEGAL DEPT. -

847 546 5400: # 2 / 2



# IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

IMRF Form 6.64 (Rev. 6/96)

entered CB 3-6-97

(Income tax information can be found on the reverse side of this resolution)

PLEASE ENTER Employer IMRF I.D. Number  
69 033 4434

### RESOLUTION

Number 97-R-02

WHEREAS, the Village of Round Lake  
EMPLOYER NAME

is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 1000 hours or more per year, and  
(800 OR 1,000)

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

NOW THEREFORE BE IT RESOLVED that the Village Board  
BOARD, COUNCIL, ETC.

finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION	DATE POSITION BECAME QUALIFIED
<u>Village Clerk</u>	<u>1-13-1982</u>

DEC. I.M.R.F.

### CERTIFICATION

I, Lillian Frost the Village Clerk  
NAME CLERK OR SECRETARY OF THE BOARD  
of the Village of Round Lake of the County of Lake  
EMPLOYER NAME COUNTY

State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its Village Board at a meeting duly convened  
BOARD, COUNCIL, etc.

and held on the 24th day of February, 1997.

SEAL

Lillian Frost  
CLERK OR SECRETARY OF THE BOARD

Illinois Municipal Retirement Fund

Suite 500, 2211 York Road, Oak Brook Illinois 60521-2374 630/368-1010

IMRF Form 6.64 (Rev. 6/96)

Service Representatives 800/ASK-IMRF