

AMENDED AGENDA

**REGULAR MEETING OF
THE PRESIDENT AND THE BOARD OF TRUSTEES
THE VILLAGE OF WAYNE
5N430 Railroad Street
Wayne, Illinois 60184**

**Tuesday, January 16, 2024
7:30pm**

Link to Join Webinar

<https://us06web.zoom.us/j/85036473381>

- I. Pledge of Allegiance**
- II. Call to Order - Roll Call**
- III. Public Comment - (please limit your comments to three minutes)**
The Public Comment section is intended to give the public an opportunity to present a comment or opinion to the Board of Trustees. It is not intended to be a time for questions and answers or debate on political issues. Discussion between speakers and other members of the audience will not be permitted. For questions please email members of the Board directly and a Board member or staff will respond directly. Public Comment should be limited to this portion of the agenda and the public should not interrupt the Board during the remainder of the meeting. Should a member of the public become disruptive or interrupt another speaker they will be warned once, and if the disruption continues, removed from the meeting.
- IV. Reports of Boards, Commissions, Staff, and Action Items**
 - A. Plan Commission**
 - B. Zoning Board of Appeals**
 - C. Engineering**
 - 1. Administration of Stormwater Ordinance on Kane County Properties in Village of Wayne**
 - D. Park Commission**
- V. Consent Agenda**
 - A. Minutes January 2, 2024 – Open Session**
 - B. Amend Previously Approved Res. 23-R-11; Flock Camera from Four (4) Locations to Five (5), Adding the Private Road of Fletcher from Complete Resident Donation**
 - C. Chinchilla Wildlife Solutions & Beaver Control, Removal up to Six Beavers from Honey Hill Meadow - \$3,600**
 - D. Borden Decal 2024 Vehicle Stickers – Not to Exceed \$500.00**
- VI. Items Removed from Consent Agenda**
- VII. Ordinances and Resolutions**

- VIII. Reports of Officers and Action Items**
 - A. Clerk’s Report – Patti Engstrom**
 - B. Treasurer’s Report – Howard Levine**
 - 1. Financial Statements as of November 30, 2024 and for the Seven Months Then Ended**
 - 2. November 2023 Disbursements**
 - C. President’s Report – Eileen Phipps**
 - 1. Donation to Church for Town Hall Meeting \$50-\$100**
 - D. Village Attorney’s Report – Mickey, Wilson, Weiler, Renzi, Lenert & Julien, P.C.**
- IX. Appointments – Village Commissions and Committees – President Phipps**
- X. Reports of Trustees and Action Items**
 - A. Public Safety – Pete Connolly**
 - B. Public Works – Mike Dimitroff**
 - C. Finance – Pete Connolly**
 - D. Administration – Emily Miller**
 - E. Development/Historic and Rural Preservation – Ed Hull**
 - F. Building & Zoning –Gary Figurski**
 - G. Parks – Emily Miller**
 - H. Technology – Guy Bevente**
 - 1. Website Improvements Estimate and Work Approval Request - \$4,462.50**
- XI. Closed Session**
 - A. Pending, Imminent or Probable Litigation – Open Meetings Act, 5 ILCS 120/2 (c) (11)
Open Meetings Act, 5 ILCS 120/2 (c) (1)B**
 - B. Appointment, Employment and Compensation of Village Employees–Open Meetings Act,
5 ILCS 120/2 (c)(1)**
 - C. Purchase or Lease of Real Property – Open Meetings Act, 5 ILCS 120/2 (c) (6)**
 - D. The Setting of a Price for Sale or Lease of Village Property, 5 ILCS 120/2 (c) (6)**
 - E. Security Procedures, Personnel, Equipment in Response to Threat of Potential
Danger to Employees, Staff, Public or Public Property, 5 ILCS 120/2 (c) (8)**
 - F. Discussion of Closed Minutes for Purposes of Approval or Semi-Annual Review,
5 ILCS 120/2 (c) (21)**
 - G. The Selection of a Person to Fill Public Office, 5 ILCS 120/2 (c) (3)**
- XII. Old Business**
- XIII. New Business and Action Items**
- XIV. Adjournment**

In lieu of making a comment in person, a member of the public may submit a written comment by email no later than noon on the day preceding the day of the meeting to clerk@villageofwayne.org and it will be read at the meeting. Written comments should be limited to 450 words or less and, when read, are subject to the three minute time limit for public comment.

Note: Any person who has a disability requiring a reasonable accommodation to participate in this meeting should contact ADA Compliance Officer Mon-Thurs 8:00am–12:00pm Village of Wayne, 5N430 Railroad Street, P.O. Box 532, Wayne, IL 60184, or call (630) 584-3090. Requests for a qualified interpreter require five (5) working days’ advance notice.

MEMORANDUM

December 21, 2023

TO: Village Board

FROM: Daniel L. Lynch, PE, CFM

SUBJECT: Enforcement of Stormwater Ordinance in Kane Co.
(CBBEL Project No. 910043A)

We have prepared this memorandum to outline how the Village stormwater ordinance is administered, with a proposed change in procedure. In 1991 when the Du Page County Stormwater and Floodplain Ordinance was becoming effective, the Village of Wayne board chose to adopt the ordinance throughout the Village so as to have one single ordinance Village-wide. We believed (and advised) then and continue with the opinion today that the decision is appropriate. As a bit of background, the State had passed legislation authorizing counties to pass county-wide stormwater regulations, and Du Page County was the first to do so. In adopting the regulations, the Village elected to give jurisdiction to review Special Management Areas (wetlands and floodplain) to Du Page County and to do so throughout the Village. The Village is responsible for review of all other aspects of the stormwater ordinance. This has been the practice since the Du Page Ordinance became effective in 1992. From time to time, there has been discussion about the Village taking back review authority for Special Management Areas on the Kane County side of town, as residents routinely question why they have to go to Du Page County for engineering approval when they reside in Kane County.

Du Page County staff recently asked me if we would be willing to take jurisdiction and review responsibility for wetlands and floodplain on the Kane County side of the Village. Christopher Burke Engineering has full capability of providing these services and we do so in many towns in Du Page County and throughout the Chicagoland area. We have a full Environmental Service department of qualified wetlands professionals, a Water Resources Department of specialists in floodplain and flood control, and I personally am a Certified Floodplain Manager, so we are well qualified to provide these review services. Further, we believe we will provide the reviews on a more timely and more cost-effective basis than currently provided by Du Page County. Review costs would be passed through to the applicant so there is no additional cost to the Village.

With the concurrence of the Board, we will notify the Du Page County staff that we are willing to take on the review responsibilities for Special Management Areas in the Kane County portion of the Village of Wayne. No change to Village Code is required.

If you have any questions, please feel free to contact me.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520



BORDEN DECAL

(a division of ImageWorks Mfg., Company, Inc.)

49 South Street - Park Forest IL 60466

(P) 888-267-3364 Direct 847-594-4254 * (F) 888-267-3365 Direct 847-594-0160

E-mail: gina@bordendecal.com

January 2, 2024

Gina Panek
Village of Wayne
5N430 Railroad Street
Wayne IL 60184

Gina,

Thank you for requesting a price quotation from BORDEN DECAL. Below I have provided a price quote for your 2024-25 Vehicle Decals per your specifications.

QUOTATION: Vehicle Decals

Style: 3" x 3" Face Down Decal
Material: CV400 Clear Vinyl Opaque Liner Non Destructible material
Colors: White Back ground Dark Green Copy & Border leaving clear edges
Expiration Date: 2025
Numbering: 1/4" black number
 1600 Passenger 0001—1600
 75 Motorcycle 1751-1825
 50 Truck 1876-1925
Art: Same design as last year – update color and year

Qty: **1,725** Vehicle Decals @ .266 each = \$458.50
Shipping via UPS = \$ 20.00

The pricing above does include all artwork, setup and printing charges. An art proof will be e-mailed to you for your approval prior to printing.

When you are ready to proceed with your order, please provide me with a purchase order. I look forward to hearing from you soon.

Sincerely,

Gina Miguel
Regional Sales Manager

Village of Wayne
General Fund
Comparative Balance Sheet
As of November 30, 2023 and 2022

ASSETS		
	This Year	Last Year
Cash:		
Cash in Bank-Checking	\$ 4,278.22	\$ 687.27
Cash in Bank-Chase Money Market (APY .05%)	37,027.49	43,418.18
Cash in Bank-Illinois Funds (APY 5.49%)	2,414,132.73	2,600,967.19
Cash in Bank-Old Second Bank Checking	551.47	551.47
Cash in Bank-Old Second Bank (APY .50%)	28,054.28	27,917.77
Cash in Bank-St. Charles Bank & Trust MM (APY .10%)	25,183.11	25,152.95
Certificates of Deposit (see schedule)	1,174,027.43	1,128,782.73
Police Bond Fund	510.31	510.31
Petty Cash Fund	50.00	50.00
	-----	-----
Total Cash	3,683,815.04	3,828,037.87
	-----	-----
Accounts Receivable:		
Due From School Fund	0.00	0.01
Due From Developers	(7,054.38)	(8,938.55)
Due From SSA#3	(66,287.04)	(52,613.35)
Due From SSA#4	(151,397.98)	(140,621.19)
Due From SSA#5	(10,066.50)	660.50
	-----	-----
Total Accounts Receivable	(234,805.90)	(201,512.58)
	-----	-----
Total Assets	\$ 3,449,009.14	\$ 3,626,525.29
	=====	=====
LIABILITIES AND FUND BALANCE		
Current Liabilities:		
Construction Deposits	\$ 232,018.40	\$ 257,917.40
Deferred Contributions	0.00	18,290.38
Due to ARPA	327,994.01	327,994.01
Accrued Expenses	35,563.24	15,750.00
Net Pension Liability	3,261,397.00	3,177,997.00
	-----	-----
Total Liabilities	3,856,972.65	3,797,948.79
	-----	-----
Fund Balance:		
Utility Line Burial Account	10,000.00	10,000.00
PCBMP _FIL Account	12,796.50	12,796.50
Fund Balance Beginning of Year	(559,689.74)	(629,699.04)
Current Year Net Income - Operating	766,458.68	775,073.71
Current Year Net Income - Capital	(637,528.95)	(339,594.67)
	-----	-----
Fund Balance - End of Period	(407,963.51)	(171,423.50)
	-----	-----
Total Liabilities and Fund Balance	\$ 3,449,009.14	\$ 3,626,525.29
	=====	=====

Statements prepared on a modified cash basis, showing non-capital assets.

Village of Wayne
General Fund
Comparative Balance Sheet
As of November 30, 2023 and October 31, 2023

ASSETS

	This Month	Last Month
Cash:		
Cash in Bank-Checking	\$ 4,278.22	\$ 12,931.34
Cash in Bank-Chase Money Market (APY .05%)	37,027.49	157,604.97
Cash in Bank-Illinois Funds (APY 5.49%)	2,414,132.73	2,670,562.22
Cash in Bank-Old Second Bank Checking	551.47	551.47
Cash in Bank-Old Second Bank (APY .50%)	28,054.28	28,042.76
Cash in Bank-St. Charles Bank & Trust MM (APY .10%)	25,183.11	25,181.04
Certificates of Deposit (see schedule)	1,174,027.43	1,169,278.96
Police Bond Fund	510.31	510.31
Petty Cash Fund	50.00	50.00
Total Cash	3,683,815.04	\$ 4,064,713.07
Accounts Receivable:		
Due From Developers	(7,054.38)	(7,054.38)
Due From SSA#3	(66,287.04)	(66,265.36)
Due From SSA#4	(151,397.98)	(151,397.98)
Due From SSA#5	(10,066.50)	(10,066.50)
Total Accounts Receivable	(234,805.90)	\$ (234,784.22)
Total Assets	\$ 3,449,009.14	\$ 3,829,928.85

LIABILITIES AND FUND BALANCE

Current Liabilities:		
Construction Deposits	\$ 232,018.40	222,018.40
Due to ARPA	327,994.01	327,994.01
Accrued Expenses	35,563.24	17,664.00
Net Pension Liability	3,261,397.00	3,177,997.00
Total Liabilities	3,856,972.65	\$ 3,745,673.41
Fund Balance:		
Utility Line Burial Account	10,000.00	10,000.00
PCBMP_FIL Account	12,796.50	12,796.50
Fund Balance Beginning of Year	(559,689.74)	(476,289.74)
Current Year Net Income - Operating	766,458.68	871,352.79
Current Year Net Income - Capital	(637,528.95)	(333,604.11)
Fund Balance - End of Period	(407,963.51)	84,255.44
Total Liabilities and Fund Balance	\$ 3,449,009.14	\$ 3,829,928.85

Statements prepared on a modified cash basis, showing non-capital assets.

Village of Wayne
 General Fund
 As of November 30, 2023

CD Portfolio - First Nat'l Bank of Ottawa	Rate	Maturity Date	Principal
State Bank of TX	5.00%	12/8/2023	168,000
West Pointe Bank	5.00%	12/15/2023	125,000
Affinity Bank	5.35%	3/13/2024	135,000
Bank of Oak Ridge	5.61%	3/16/2024	135,000
Bradescobank	5.55%	3/16/2024	150,000
United Fidelity Bank	5.75%	5/17/2024	248,000
BOM Bank	5.97%	6/9/2024	195,000
MFB Northern Instl Fds Treas Port	5.25%		18,027
Total Portfolio			\$ 1,174,027
Portfolio Yield			
November	5.25%		
October	5.50%		
September	5.51%		

**Village of Wayne
General Fund
Statement of Departmental Expenditures
For the Seven Months Ended November 30, 2023**

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
Taxes:						
Property Taxes-DuPage	3,461.02	8,153.00	(4,691.98)	506,224.97	511,362.00	(5,137.03)
Property Taxes-Kane	8,987.01	5,217.00	3,770.01	405,106.02	405,529.00	(422.98)
Sales Tax	16,316.27	14,401.00	1,915.27	111,451.90	104,418.00	7,033.90
Amusement Tax	0.00	0.00	0.00	60,212.50	55,000.00	5,212.50
State Income Tax	26,683.92	23,142.00	3,541.92	224,499.80	213,148.00	11,351.80
Utilities Tax	14,039.65	15,969.00	(1,929.35)	112,985.21	123,152.00	(10,166.79)
Licenses and Permits:						
Liquor Licenses	0.00	0.00	0.00	0.00	0.00	0.00
Building Permits	10,694.00	3,863.00	6,831.00	131,390.74	92,080.00	39,310.74
Truck Permits	0.00	0.00	0.00	2,850.00	5,675.00	(2,825.00)
Vehicle Sticker Fee	9,380.00	10,490.00	(1,110.00)	75,420.00	72,323.00	3,097.00
Fines and Penalties:						
Traffic Fines-DuPage	6,333.60	3,181.00	3,152.60	46,848.04	34,857.00	11,991.04
Traffic Fines-Kane	0.00	250.00	(250.00)	0.00	250.00	(250.00)
Charges for Services						
Police Report Fees	20.00	30.00	(10.00)	165.00	160.00	5.00
Extra Duty Revenues	0.00	0.00	0.00	220.00	0.00	220.00
Credit Card Processing Fees	197.40	303.00	(105.60)	959.72	1,020.00	(60.28)
Interest Income:						
Interest-Illinois Funds Account	11,235.03	7,839.00	3,396.03	80,794.24	65,804.00	14,990.24
Interest-Other Accounts	1,028.61	3,725.00	(2,696.39)	27,951.86	26,979.00	972.86
Interest-Money Market	6.51	44.00	(37.49)	34.86	180.00	(145.14)
Other Income:						
Miscellaneous Income	250.00	0.00	250.00	1,880.00	825.00	1,055.00
Vehicle Sales	0.00	0.00	0.00	6,956.00	0.00	6,956.00
Contributions - Police	0.00		0.00	0.00	0.00	0.00
Contributions	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	108,633.02	96,607.00	12,026.02	1,795,950.86	1,712,762.00	83,188.86
Expenditures:						
Police Department	140,373.31	145,556.00	(5,182.69)	721,416.01	748,290.00	(26,873.99)
Administration Department	28,269.94	36,809.00	(8,539.06)	151,526.88	174,636.00	(23,109.12)
Building Department	14,661.67	9,488.00	5,173.67	86,364.70	69,236.00	17,128.70
Public Works Department	30,222.21	29,673.00	549.21	70,184.59	81,599.00	(11,414.41)
Total Expenditures	\$213,527.13	\$221,526.00	(\$7,998.87)	\$1,029,492.18	\$1,073,761.00	(\$44,268.82)
Excess Revenues (Expenditure)	(\$104,894.11)	(\$124,919.00)	\$20,024.89	\$766,458.68	\$639,001.00	\$127,457.68

**Village of Wayne
General Fund
Statement of Departmental Expenditures
For the Seven Months Ended November 30, 2023**

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Police Department:						
Personal Services:						
Salaries-Full Time	49,407.36	49,517.00	(109.64)	315,374.21	313,296.00	2,078.21
Salaries-Part Time	16,232.40	17,277.00	(1,044.60)	112,217.72	117,829.00	(5,611.28)
Salaries-Over Time	948.93	1,475.00	(526.07)	10,138.25	9,732.00	406.25
Extra Duty Work	0.00	0.00	0.00	160.00	0.00	160.00
Social Security Tax	5,572.78	5,673.00	(100.22)	36,692.41	36,802.00	(109.59)
State Unemployment Tax	58.45	30.00	28.45	465.15	360.00	105.15
Retirement Fund	636.02	636.00	0.02	4,452.14	4,452.00	0.14
Training	150.00	0.00	150.00	700.00	2,932.00	(2,232.00)
Contractual Services:						
Maintenance-Building	234.07	333.00	(98.93)	283.15	666.00	(382.85)
Maintenance-Vehicles	629.01	320.00	309.01	4,399.54	3,402.00	997.54
Maintenance-Equipment	99.99	0.00	99.99	690.90	211.00	479.90
Telephone	339.54	441.00	(101.46)	2,258.26	2,660.00	(401.74)
Radio Communication - Kane	0.00	0.00	0.00	52,966.00	52,970.00	(4.00)
Printing	0.00	0.00	0.00	0.00	0.00	0.00
Postage	0.00	0.00	0.00	0.00	0.00	0.00
Legal Services	2,500.00	500.00	2,000.00	3,500.00	3,500.00	0.00
Other Professional Services	0.00	2,778.00	(2,778.00)	5,504.50	11,112.00	(5,607.50)
Animal Control Fee	0.00	0.00	0.00	300.00	300.00	0.00
Dues	0.00	0.00	0.00	7,705.00	7,840.00	(135.00)
Commodities:						
Office Supplies	208.32	417.00	(208.68)	1,868.83	2,415.00	(546.17)
Gasoline	2,625.00	2,625.00	0.00	18,374.52	18,375.00	(0.48)
Operating Supplies	41.98	506.00	(464.02)	2,930.57	3,967.00	(1,036.43)
Uniforms	483.88	552.00	(68.12)	2,475.23	3,143.00	(667.77)
Other Expenses:						
Miscellaneous Expense	75.00	142.00	(67.00)	525.00	790.00	(265.00)
Allocated (Non-Discretionary) Expenses:						
Maintenance-Building	440.00	440.00	0.00	3,300.00	3,966.00	(666.00)
Maintenance-Equipment	264.42	315.00	(50.58)	3,367.88	3,094.00	273.88
General Insurance	18,087.30	13,020.00	5,067.30	18,087.30	13,020.00	5,067.30
Workman's Comp. Insurance	26,387.46	39,025.00	(12,637.54)	26,387.46	39,025.00	(12,637.54)
Telephone	314.39	316.00	(1.61)	2,237.95	2,190.00	47.95
Temp Space Occupancy Cost	4,425.01	230.00	4,195.01	24,340.47	28,037.00	(3,696.53)
Legal Services	2,450.00	490.00	1,960.00	3,430.00	3,430.00	0.00
Internet Services	399.00	399.00	0.00	2,793.00	2,793.00	0.00
Disability Insurance	1,418.98	1,403.00	15.98	9,636.16	9,821.00	(184.84)
Hospitalization Insurance	5,683.46	6,455.00	(771.54)	42,158.70	44,473.00	(2,314.30)
Life/Retirement Insurance	260.56	241.00	19.56	1,695.71	1,687.00	8.71
Total Expense	140,373.31	145,556.00	(5,182.69)	721,416.01	748,290.00	(26,873.99)

Village of Wayne

General Fund

Statement of Departmental Expenditures
For the Seven Months Ended November 30, 2023

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Administration Department:						
Personal Services:						
Salaries-Part Time	7,418.90	7,720.00	(301.10)	49,959.38	50,879.00	(919.62)
Social Security Tax	567.54	591.00	(23.46)	3,853.50	3,891.00	(37.50)
State Unemployment Tax	0.00	14.00	(14.00)	75.83	116.00	(40.17)
Contractual Services:						
Maintenance-Building	95.00	175.00	(80.00)	589.90	350.00	239.90
Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance-Other	0.00	0.00	0.00	1,308.00	5,874.00	(4,566.00)
Records Management	86.51	250.00	(163.49)	4,171.97	4,236.00	(64.03)
Advertising-Legal Publications	378.00	401.00	(23.00)	432.00	455.00	(23.00)
Printing	0.00	0.00	0.00	2,990.70	2,256.00	734.70
Postage	264.00	300.00	(36.00)	1,508.59	1,445.00	63.59
Accounting Services	194.91	189.00	5.91	1,374.07	1,342.00	32.07
Audit Services	0.00	4,800.00	(4,800.00)	0.00	16,800.00	(16,800.00)
Engineering Services	5,378.74	2,700.00	2,678.74	14,160.55	16,498.00	(2,337.45)
Legal Services	2,662.00	1,248.00	1,414.00	18,964.00	14,760.00	4,204.00
Professional Services - Other	(1,913.75)	3,393.00	(5,306.75)	14,129.44	18,038.00	(3,908.56)
Dues	350.00	450.00	(100.00)	3,944.40	4,174.00	(229.60)
Commodities:						
Office Supplies	198.94	283.00	(84.06)	1,903.16	1,786.00	117.16
Operating Supplies	31.82	32.00	(0.18)	2,761.80	2,340.00	421.80
Other Expenses:						
Miscellaneous Expense	150.00	285.00	(135.00)	1,510.00	1,051.00	459.00
Village Contributions	0.00	0.00	0.00	1,297.12	1,297.00	0.12
Allocated (Non-Discretionary) Expenses:						
Maintenance-Building	130.00	130.00	0.00	845.00	975.00	(130.00)
Maintenance-Equipment	100.20	101.00	(0.80)	701.40	705.00	(3.60)
General Insurance	7,720.02	6,369.00	1,351.02	7,720.02	6,369.00	1,351.02
Workman's Comp. Ins	2,795.76	5,977.00	(3,181.24)	2,795.76	5,977.00	(3,181.24)
Telephone	324.30	322.00	2.30	2,236.16	2,247.00	(10.84)
Historic Sites Commission	0.00	50.00	(50.00)	0.00	50.00	(50.00)
Utilities - Gas	77.12	220.00	(142.88)	503.84	742.00	(238.16)
Park Commission	100.00	0.00	100.00	3,780.00	2,700.00	1,080.00
HOA Dues	25.00	0.00	25.00	425.00	425.00	0.00
Merchant and Billing Fees	212.16	0.00	212.16	1,038.97	1,171.00	(132.03)
Hospitalization Insurance	613.00	503.00	110.00	4,380.44	3,523.00	857.44
Internet Services	309.77	306.00	3.77	2,165.88	2,164.00	1.88
Total Expense	28,269.94	36,809.00	(8,539.06)	151,526.88	174,636.00	(23,109.12)

Village of Wayne
General Fund
Statement of Revenues and Expenditures
For the Seven Months Ended November 30, 2023

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Building Department						
Personal Services:						
Salaries-Part Time	5,784.71	6,908.00	(1,123.29)	49,483.13	45,458.00	4,025.13
Social Security Tax	442.54	528.00	(85.46)	3,785.46	3,477.00	308.46
State Unemployment Tax	0.00	6.00	(6.00)	64.68	90.00	(25.32)
Expense Reimbursement	150.62	214.00	(63.38)	1,037.93	1,232.00	(194.07)
Training	0.00	0.00	0.00	0.00	0.00	0.00
Contractual Services:						
Engineering Services	6,339.29	569.00	5,770.29	15,275.84	5,157.00	10,118.84
Other Professional Services	0.00	371.00	(371.00)	9,957.00	7,149.00	2,808.00
Dues	0.00	0.00	0.00	0.00	0.00	0.00
Commodities:						
Office Supplies	0.00	46.00	(46.00)	39.61	224.00	(184.39)
Operating Supplies	31.82	0.00	31.82	531.10	421.00	110.10
Other Expenses:						
Allocated (Non-Discretionary) Expenses:						
Maintenance-Building	130.00	130.00	0.00	975.00	975.00	0.00
Maintenance-Equipment	33.40	34.00	(0.60)	233.80	236.00	(2.20)
General Insurance	0.00	0.00	0.00	0.00	50.00	(50.00)
Telephone	324.29	322.00	2.29	2,236.15	2,247.00	(10.85)
Legal Services	1,275.00	210.00	1,065.00	1,695.00	1,470.00	225.00
Internet Services	150.00	150.00	0.00	1,050.00	1,050.00	0.00
Total Expense	14,661.67	9,488.00	5,173.67	86,364.70	69,236.00	17,128.70

Village of Wayne
General Fund
Statement of Departmental Expenditures
For the Seven Months Ended November 30, 2023

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Public Works Department:						
Personal Services:						
Salaries-Part Time	3,165.00	4,096.00	(931.00)	26,246.25	28,524.00	(2,277.75)
Social Security Tax	346.56	313.00	33.56	2,112.25	2,181.00	(68.75)
State Unemployment Tax	35.66	33.00	2.66	231.88	236.00	(4.12)
Contractual Services:						
Maintenance-Building	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance-Vehicles	192.68	416.00	(223.32)	822.91	1,921.00	(1,098.09)
Maintenance-Equipment	0.00	57.00	(57.00)	486.55	715.00	(228.45)
Maintenance-Roads	8,168.00	3,508.00	4,660.00	13,372.32	17,463.00	(4,090.68)
Commodities:						
Gasoline	245.00	245.00	0.00	2,272.33	2,272.00	0.33
Snow Removal	17,228.20	20,000.00	(2,771.80)	17,228.20	20,000.00	(2,771.80)
Office Supplies	0.00	80.00	(80.00)	127.25	285.00	(157.75)
Operating Supplies	164.92	0.00	164.92	2,808.82	1,885.00	923.82
Other Expenses:						
Miscellaneous Expense	0.00	0.00	0.00	347.00	347.00	0.00
Allocated (Non-Discretionary) Expenses:						
Street Lights	625.64	668.00	(42.36)	3,743.77	4,556.00	(812.23)
Utilities - Gas	50.55	257.00	(206.45)	385.06	1,214.00	(828.94)
Total Expense	30,222.21	29,673.00	549.21	70,184.59	81,599.00	(11,414.41)

**Village of Wayne
General Fund
Statement of Income and Expenditures
For the Seven Months Ended November 30, 2023**

	CURRENT PERIOD			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
CAPITAL:						
Income:						
State Grant - Lake Eleanor Drainage	0.00	0.00	0.00	0.00	0.00	0.00
State Grant - Village Hall	0.00	0.00	0.00	0.00	0.00	0.00
MFT Appropriation*	0.00	0.00	0.00	0.00	0.00	0.00
St&Br Appropriation	0.00	0.00	0.00	0.00	0.00	0.00
ARPA Funds	0.00	0.00	0.00	0.00	0.00	0.00
Computer Grant	21,808.00	21,808.00	0.00	21,808.00	21,808.00	0.00
Radio Grant	0.00	0.00	0.00	0.00	0.00	0.00
Speed Sign Grant	0.00	0.00	0.00	0.00	0.00	0.00
Donations and Contributions	0.00	0.00	0.00	10,935.83	10,835.00	100.83
Total Income	21,808.00	21,808.00	0.00	32,743.83	32,643.00	100.83
Expenditures:						
Squad Cars			0.00	44,744.26	44,744.00	0.26
Squad Cars - Equipment Changeover			0.00	16,894.79	10,600.00	6,294.79
Squad Cars - Bed Cap/Step - GMC Canyon			0.00	2,994.00	2,994.00	0.00
PD Building Purchase and Improvements	266,216.00	240,000.00	26,216.00	266,216.00	240,000.00	26,216.00
Equipment - Police radios			0.00			0.00
Equipment - Police computers	21,808.00	21,808.00	0.00	21,808.00	21,808.00	0.00
Equipment - Body Worn Cameras			0.00	15,828.03	15,435.00	393.03
Equipment - Radar Unit, Other	2,766.49	2,576.00	190.49	5,189.80	5,000.00	189.80
Equipment - Speed Signs			0.00			0.00
Equipment -Police Copier			0.00	2,115.00	2,300.00	(185.00)
Admin - Equipment			0.00			0.00
Public Works - Building			0.00			0.00
Public Works - Vehicles	7,647.57	5,308.00	2,339.57	47,339.57	45,000.00	2,339.57
Road paving and culvert repair	6,468.63	9,500.00	(3,031.37)	213,222.67	216,253.00	(3,030.33)
Engineering for road paving and culvert repair	7,450.95	7,451.00	(0.05)	20,545.46	20,546.00	(0.54)
Lake Eleanor Drainage with engineering	13,375.20	13,375.00	0.20	13,375.20	13,375.00	0.20
Total Expenditures	325,732.84	300,018.00	25,714.84	670,272.78	638,055.00	32,217.78
Excess/(Deficit)	(303,924.84)	(278,210.00)	(25,714.84)	(637,528.95)	(605,412.00)	(32,116.95)

Village of Wayne - Special Revenue Funds

Comparative Balance Sheet

As of November 30, 2023 and 2022

	ASSETS	
	This Year	Last Year
Road and Bridge Fund:		
Money Market Fund	\$ 5,287.46	\$ 4,690.59
Illinois Funds	29,165.83	55,168.81
Total Road and Bridge	34,453.29	59,859.40
Motor Fuel Fund:		
Illinois Funds	430,487.38	408,138.05
Total Motor Fuel Fund	430,487.38	408,138.05
School Fund:		
Money Market Fund	0.00	0.00
Illinois Funds	0.36	0.37
Total School Fund	0.36	0.37
Park Fund:		
Money Market Fund	8.00	8.00
Illinois Funds	94,031.21	89,468.82
Total Park Fund	94,039.21	89,476.82
Sanctuary Maintenance Fund:		
Illinois Funds	80,526.67	76,619.50
Total Sanctuary Maintenance Fund	80,526.67	76,619.50
Police Pension Fund		
Illinois Funds	18,713.23	15,335.45
Schwab Money Market	25,461.69	65,787.94
State Pension Funds	1,839,405.53	1,883,297.10
Market Value Adjustment	58,198.11	0.00
Total Police Pension Fund	1,941,778.56	1,964,420.49
SSA#5 Project Fund		
Illinois Funds	0.00	4,604.16
Total SSA#5 Fund	0.00	4,604.16
SSA#5 Debt Service Fund		
Illinois Funds	0.00	5,444.17
Amalgamated Bank-Reserve	0.00	117,961.03
Total SSA#5 Debt Service Fund	0.00	123,405.20
William T. Jensen III Memorial Fund		
Illinois Funds	113,452.98	107,948.21
Total William T. Jensen III Memorial Fund	113,452.98	107,948.21
ARPA Fund		
Due From Village	327,994.01	327,994.01
Total ARPA Fund	327,994.01	327,994.01
Total Assets	\$ 3,022,732.46	\$ 3,162,466.21

LIABILITIES AND SHAREHOLDER'S EQUITY

Fund Balance:		
Beginning Fund Balances	3,064,358.92	3,057,203.46
Excess Revenue (Expenses)	(41,626.46)	105,262.75
Fund Balance - End of Period	3,022,732.46	3,162,466.21
Total Liabilities and Fund Balance	\$ 3,022,732.46	\$ 3,162,466.21

Village of Wayne - Special Revenue Funds

Statement of Revenues and Expenditures
For the Seven Months Ended November 30, 2023

	CURRENT PERIOD	YEAR TO DATE
Road and Bridge Fund:		
Revenues:		
Property Taxes- DuPage	\$ 0.69	\$ 709.07
Property Taxes-Kane	17.03	2,049.41
Interest	131.87	873.45
Total Revenues	149.59	3,631.93
Expenses:		
Net Road and Bridge Fund	\$ 149.59	\$ 3,631.93
Motor Fuel Fund:		
Revenues:		
Motor Fuel Taxes	8,075.27	58,677.79
Interest	1,941.66	12,490.57
Total Revenues	10,016.93	71,168.36
Expenses:		
Net Motor Fuel Tax Fund	\$ 10,016.93	\$ 71,168.36
Park Fund:		
Revenues:		
Interest	\$ 424.63	\$ 2,908.65
Total Revenues	424.63	2,908.65
Expenses:		
Net Park Fund	\$ 424.63	\$ 2,908.65
School Fund:		
Revenues:		
Total Revenues	0.00	0.00
Expenses:		
Village Contributions	-	0.01
Total Expenses	0.00	0.01
Net School Fund	\$ -	\$ (0.01)
Sanctuary Maintenance Fund:		
Revenues:		
Interest	\$ 363.65	\$ 2,490.92
Total Revenues	363.65	2,490.92
Expenses:		
Net Sanctuary Maintenance Fund	\$ 363.65	\$ 2,490.92

Village of Wayne - Special Revenue Funds

Statement of Revenues and Expenditures
For the Seven Months Ended November 30, 2023

	CURRENT PERIOD	YEAR TO DATE
Police Pension Fund		
Revenues:		
Interest	\$ 79.54	\$ 427.45
Dividends/Interest - Schwab	129.66	2,537.43
Unrealized Gain (Loss)	118,822.09	58,198.11
Pension Contribution - Employee	636.02	4,452.14
Pension Contribution - Village	636.02	4,452.14
Total Revenues	120,303.33	70,067.27
Expenses:		
Police Pension Payments	\$ 27,357.27	\$ 191,500.89
Accounting	57.25	419.45
Legal Services	759.25	2,282.65
Other Professional Services - L&A	600.00	1,200.00
Total Expenses	28,773.77	195,402.99
Net Police Pension Fund	\$ 91,529.56	\$ (125,335.72)
William T. Jensen III Memorial Fund		
Revenues:		
Interest	\$ 512.37	\$ 3,509.41
Total Revenues	512.37	3,509.41
Expenses:		
Net William T. Jensen III Memorial Fund	\$ 512.37	\$ 3,509.41
ARPA Fund:		
Revenues:		
Grant	\$ -	\$ -
Total Revenues	0.00	0.00
Expenses:		
Total Expenses	0.00	0.00
Net ARPA Fund	\$ -	\$ -
Special Funds Excess Revenues (Expenditures)	\$ 102,996.73	\$ (41,626.46)

Village of Wayne
Checking Distribution Detail
November 2023

7:10 AM
 01/09/24
 Cash Basis

Num	Name	Memo	Account	Class	Paid Amount
Abbott Tree Care Professionals					
37006	Abbott Tree Care Pr...	Inv#38376 Misc Tree trimming, pruning a...	7340000 · Maintenance-Roads	General:General - Public Works De...	6,900.00
Total Abbott Tree Care Professionals					
Able Pest Control Inc.					
37007	Able Pest Control Inc.	Inv#A13067 Fall Treatment - PD	7310000 · Maintenance-Building	General:General - Police Dept.	175.00
Total Able Pest Control Inc.					
Applied Concepts, Inc					
37008	Applied Concepts, Inc	Inv#427863 Stalker 200-1278-53 Radar ...	7830000 · Equipment	Capital	2,587.50
Total Applied Concepts, Inc					
AT&T					
37009	AT&T	Telephone	7410000 · Telephone	General:General - Administrative D...	324.30
37009	AT&T	Telephone	7410000 · Telephone	General:General - Building Dept.	324.29
37009	AT&T	Internet	7400000 · Internet Services	General:General - Administrative D...	150.00
37009	AT&T	Internet	7400000 · Internet Services	General:General - Building Dept.	150.00
Total AT&T					
AT&T Mobility					
37010	AT&T Mobility	Wireless Service 9-20-10/19	7410000 · Telephone	General:General - Police Dept.	339.54
37010	AT&T Mobility	Phone for Chief	7830000 · Equipment	Capital	178.99
Total AT&T Mobility					
Central Management Services - LGHP					
37011	Central Managemen...	Health Insurance	7210000 · Hospitalization Insurance	General:General - Administrative D...	613.00
37011	Central Managemen...	Health Insurance	7210000 · Hospitalization Insurance	General:General - Police Dept.	613.00
Total Central Management Services - LGHP					
Chase Card Services					
37038	Chase Card Services	Mailchimp	7400000 · Internet Services	General:General - Administrative D...	39.50
37038	Chase Card Services	Wett Car Wash	7320000 · Maintenance-Vehicles	General:General - Police Dept.	75.94
37038	Chase Card Services	Other Village Emails	7400000 · Internet Services	General:General - Administrative D...	120.27
37038	Chase Card Services	Microsoft	7330000 · Maintenance-Equipment	General:General - Police Dept.	110.40
37038	Chase Card Services	Microsoft	7330000 · Maintenance-Equipment	General:General - Administrative D...	55.20
37038	Chase Card Services	Postage	7330000 · Maintenance-Equipment	General:General - Building Dept.	18.40
37038	Chase Card Services	2022 Ford F-250 Setup	7530000 · Postage	General:General - Administrative D...	264.00
Total Chase Card Services					
Christopher B. Burke Engineering					
37012	Christopher B. Burk...	Inv#187233 Retainer	7550000 · Engineering Services	General:General - Administrative D...	1,011.20
37012	Christopher B. Burk...	Inv #187234 Drainage Complaints	7550000 · Engineering Services	General:General - Administrative D...	1,656.90
37012	Christopher B. Burk...	Inv #187236 2023 Road Project - Countr...	7550000 · Engineering Services	Capital	7,450.95
37012	Christopher B. Burk...	Inv#187237 Broadband Expansion	7550000 · Engineering Services	General:General - Administrative D...	197.00
37012	Christopher B. Burk...	Inv#187238 Lake Eleanor Drainage Proj...	7550000 · Engineering Services	Capital	12,004.89
37012	Christopher B. Burk...	Inv#187248 5N350 Keil St	7550000 · Engineering Services	General:General - Building Dept.	400.00
37012	Christopher B. Burk...	Inv#187247 4N340 Lake Eleanor	7550000 · Engineering Services	General:General - Building Dept.	400.00
Total Chase Card Services					

Village of Wayne
Checking Distribution Detail
 November 2023

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 Cash Basis

Num	Name	Memo	Account	Class	Paid Amount
37012	Christopher B. Burk...	Inv#187246 4N460 Honey Hill Circle	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187245 4N781 Powis Rd	7550000 · Engineering Services	General:General - Building Dept.	397.00
37012	Christopher B. Burk...	Inv#187244 30W391 Lysle	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187243 Lot 8 Kaelin Ln	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187242 Lot 12 Nicholas Dr	7550000 · Engineering Services	General:General - Building Dept.	995.48
37012	Christopher B. Burk...	Inv#187241 30W270 Maple Tree Ln	7550000 · Engineering Services	General:General - Building Dept.	597.00
37012	Christopher B. Burk...	Inv#187240 Lot 35 Lake Eleanor Est-Wo...	7550000 · Engineering Services	General:General - Building Dept.	790.00
37012	Christopher B. Burk...	Inv#187239 5N515 Curling Pond	7550000 · Engineering Services	General:General - Building Dept.	400.00
37012	Christopher B. Burk...	Inv#187235 Utility Permit Reviews	7550000 · Engineering Services	General:General - Building Dept.	197.00
37039	Christopher B. Burk...	Inv#187968 Wayne Retainer	7550000 · Engineering Services	General:General - Administrative D...	1,046.95
37039	Christopher B. Burk...	Inv#187969 Drainage Complaints	7550000 · Engineering Services	General:General - Administrative D...	1,426.69
37039	Christopher B. Burk...	Inv#187971 Lake Eleanor Drainage Proj...	7550000 · Engineering Services	Capital	1,370.31
37039	Christopher B. Burk...	Inv#187970 Utility Permit Reviews	7550000 · Engineering Services	General:General - Building Dept.	295.50
37039	Christopher B. Burk...	Inv#187972 NE Corner Rt.25 and Army ...	7550000 · Engineering Services	General:General - Building Dept.	220.00
37039	Christopher B. Burk...	Inv#187973 5N515 Curling Pond	7550000 · Engineering Services	General:General - Building Dept.	400.00
37039	Christopher B. Burk...	Inv#187974 Lot 35 Lake Eleanor Est-Wo...	7550000 · Engineering Services	General:General - Building Dept.	450.31
37039	Christopher B. Burk...	Inv#187975 Lot 12 Nicholas Dr	7550000 · Engineering Services	General:General - Building Dept.	197.00
Total Christopher B. Burke Engineering					32,544.18
City of West Chicago					
37013	City of West Chicago	IGA - Road Salt 2023-2024 Winter seas...	7360000 · Snow Removal	General:General - Public Works De...	17,228.20
Total City of West Chicago					17,228.20
Colonial Life & Accident Ins. Company					
37040	Colonial Life & Acci...	Disability	7200000 · Disability Insurance	General:General - Police Dept.	1,181.46
37040	Colonial Life & Acci...	Life Insurance	7230000 · Life/Retirement Ins	General:General - Police Dept.	260.56
Total Colonial Life & Accident Ins. Company					1,442.02
Comcast Business					
37041	Comcast Business	Telephone	7410000 · Telephone	General:General - Police Dept.	314.39
37064	Comcast Business	Internet	7400000 · Internet Services	General:General - Police Dept.	399.00
Total Comcast Business					713.39
ComEd					
37014	ComEd	Acct 1411084048 Master Account	7420000 · Street Lights	General:General - Public Works De...	510.27
37015	ComEd	Acct 2635039013 Metered light 32W160 ...	7420000 · Street Lights	General:General - Public Works De...	55.99
37016	ComEd	Acct 9183001022 Surveillance Camera	7420000 · Street Lights	General:General - Public Works De...	59.38
Total ComEd					625.64
Concrush Inc					
37042	Concrush Inc	Inv#5113, Ticket #'s 27942, 27943, 2794...	7340000 · Maintenance-Roads	Capital	742.00
37042	Concrush Inc	Inv#5114 Ticket #'s 27735, 27736, 27946...	7340000 · Maintenance-Roads	Capital	546.00
37042	Concrush Inc	Inv#5117 Ticket #'s 27737, 27738, 2773...	7340000 · Maintenance-Roads	Capital	546.00
37042	Concrush Inc	Inv#5118 Ticket #27740 Peterson and D...	7340000 · Maintenance-Roads	Capital	196.00
37042	Concrush Inc	Inv#5121 Ticket #27746 Peterson and D...	7340000 · Maintenance-Roads	Capital	196.00
37042	Concrush Inc	Inv#5124 Ticket #26313 Asphalt Peterse...	7340000 · Maintenance-Roads	Capital	120.00
Total Concrush Inc					2,346.00
Consultnet Inc.					

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Cash Basis

Village of Wayne Checking Distribution Detail November 2023

Num	Name	Memo	Account	Class	Paid Amount
37017	Consultnet Inc.	Inv#17630 Email issues	7570000 · Other Professional Services	General:General - Administrative D...	97.50
37043	Consultnet Inc.	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Police Dept.	105.00
37043	Consultnet Inc.	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Administrative D...	45.00
37043	Consultnet Inc.	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Building Dept.	15.00
	Total Consultnet Inc.				262.50
	Dunham North Estates HOA				
37036	Dunham North Esta...	DNHA 2023 Spreical Assessment	7590000 · HOA Dues	General:General - Administrative D...	25.00
	Total Dunham North Estates HOA				25.00
	Evonne E. Elnoris				
37044	Evonne E. Elnoris	November Cleaning	7310000 · Maintenance-Building	General:General - Administrative D...	130.00
37044	Evonne E. Elnoris	November Cleaning	7310000 · Maintenance-Building	General:General - Building Dept.	130.00
	Total Evonne E. Elnoris				260.00
	Examiner Publications				
37018	Examiner Publicatio...	Inv#58036 Annual Treasurer's Report Pu...	7510000 · Advertising-Legal Public	General:General - Administrative D...	378.00
	Total Examiner Publications				378.00
	Gordon Flesch				
37045	Gordon Flesch	Inv#IN14444743 Copier Maintenance	7330000 · Maintenance-Equipment	General:General - Police Dept.	49.02
	Total Gordon Flesch				49.02
	Granite Telecommunications				
37046	Granite Telecommu...	Inv#624530412 Elevator phone Install	7330000 · Maintenance-Equipment	General:General - Police Dept.	99.99
	Total Granite Telecommunications				99.99
	Herman Brothers				
37047	Herman Brothers	Inv#21589 Purchase and installation of s...	7820000 · Vehicles	Capital	6,526.00
37047	Herman Brothers	Inv#21597 Cutting edge for plow	7820000 · Vehicles	Capital	228.00
	Total Herman Brothers				6,754.00
	Hinckley Springs				
37019	Hinckley Springs	Drinking Water	7630000 · Operating Supplies	General:General - Police Dept.	31.81
37019	Hinckley Springs	Drinking Water, Cooler Rental	7630000 · Operating Supplies	General:General - Administrative D...	31.82
37019	Hinckley Springs	Drinking Water, Cooler Rental	7630000 · Operating Supplies	General:General - Building Dept.	31.82
	Total Hinckley Springs				95.45
	Holcim - MAMR Inc				
37048	Holcim - MAMR Inc	Inv#718934856 Derby St Project	7340000 · Maintenance-Roads	Capital	177.92
	Total Holcim - MAMR Inc				177.92
	III Property Investments, LLC				
37020	III Property Investm...	October Rent	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	4,000.00
37020	III Property Investm...	Electricity bill	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	358.79
37037	III Property Investm...	Furniture and personal property included...	7810000 · Buildings	Capital	40,000.00
	Total III Property Investments, LLC				44,358.79

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01/09/24

Cash Basis

Village of Wayne Checking Distribution Detail November 2023

Num	Name	Memo	Account	Class	Paid Amount
Illinois Association of Chiefs of Police					
37021	Illinois Association ...	Inv #14775 Renewal - Use of Force Certi...	7260000 · Training	General:General - Police Dept.	150.00
Total Illinois Association of Chiefs of Police					
Iron Mountain Records Management					
37022	Iron Mountain Reco...	Monthly service bundle	7430000 · Records Management	General:General - Administrative D...	150.00
Total Iron Mountain Records Management					
Kane County Clerk					
477	Kane County Clerk	Merary B Manriquez-Guvara	4130000 · Police Bond Payable	General	86.51
Total Kane County Clerk					
Krage's Tire Centers, Inc					
37049	Krage's Tire Center...	Inv#204923043 Repair leaking tire - #3102	7320000 · Maintenance-Vehicles	General:General - Police Dept.	175.00
Total Krage's Tire Centers, Inc					
Mark Schuster, P.C.					
37050	Mark Schuster, P.C.	Admin Hearings	7560000 · Legal Services	General:General - Building Dept.	175.00
Total Mark Schuster, P.C.					
Menards-West Chicago					
37023	Menards-West Chic...	Trans #6720 Microfiber towels, Aerosol ...	7630000 · Operating Supplies	General:General - Police Dept.	10.17
37023	Menards-West Chic...	Trans #7377 Water Softener Salt, Reflec...	7310000 · Maintenance-Building	General:General - Police Dept.	59.07
37023	Menards-West Chic...	Trans #4162 PVC	7630000 · Operating Supplies	General:General - Public Works De...	29.92
37023	Menards-West Chic...	Inv #85111 De-Icer and Snowbrushes	7320000 · Maintenance-Vehicles	General:General - Police Dept.	29.93
Total Menards-West Chicago					
Metro West COG					
37051	Metro West COG	2024 Business Partner Recognition Dinn...	7710000 · Miscellaneous Expense	General:General - Administrative D...	150.00
Total Metro West COG					
Mickey,Wilson,Weiler,Renzi,Lener&Julien					
37024	Mickey,Wilson,Well...	Inv#6656 General Matters	7560000 · Legal Services	General:General - Administrative D...	150.00
37024	Mickey,Wilson,Well...	Inv#6657 Plan Commission	7560000 · Legal Services	General:General - Administrative D...	2,200.00
Total Mickey,Wilson,Weiler,Renzi,Lener&Julien					
Midwest Public Safety, LLC					
37052	Midwest Public Saf...	Inv#145485300 In Car Computers	7830000 · Equipment	Capital	2,662.00
Total Midwest Public Safety, LLC					
Midwest Tint & Vinyl					
37025	Midwest Tint & Vinyl	Inv#955 Tint windows - 2019 Ford Explor...	7320000 · Maintenance-Vehicles	General:General - Police Dept.	140.00
Total Midwest Tint & Vinyl					
My Fleet Center.com					
37026	My Fleet Center.com	Inv #200011584 LOF, wipers	7320000 · Maintenance-Vehicles	General:General - Police Dept.	100.74
37053	My Fleet Center.com	Inv#200011794 LOF and Air filter #3103	7320000 · Maintenance-Vehicles	General:General - Police Dept.	140.45
37053	My Fleet Center.com	Inv#200011791 LOF #3105	7320000 · Maintenance-Vehicles	General:General - Police Dept.	102.20

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Cash Basis

Village of Wayne Checking Distribution Detail November 2023

Num	Name	Memo	Account	Class	Paid Amount
Total My Fleet Center.com					
Napa Auto Parts					
37054	Napa Auto Parts	Inv#4496-233437 Battery Accessories, cl...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	343.39
37054	Napa Auto Parts	Inv#4496-233461 Return atm-5 fuse, cl...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	42.31
Total Napa Auto Parts					-17.05
Nicor Gas					
37055	Nicor Gas	Acct #72-97-74-5631 7 PD	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	66.22
37056	Nicor Gas	Acct #59-31-84-2672 9 PW	7460000 · Utilities - Gas	General:General - Public Works De...	50.55
37057	Nicor Gas	Acct #05-57-91-1000 7 VH	7460000 · Utilities - Gas	General:General - Administrative D...	77.12
Total Nicor Gas					193.89
Parents and Teachers of Wayne School					
37027	Parents and Teach...	Parks Commission Donation for Trunk of...	7490000 · Park Commission	General:General - Administrative D...	100.00
Total Parents and Teachers of Wayne School					100.00
Phillips Heating & Cooling Services, Inc.					
37058	Phillips Heating & C...	No heat in old police building	7310000 · Maintenance-Building	General:General - Administrative D...	95.00
Total Phillips Heating & Cooling Services, Inc.					95.00
Preventative Maintenance Systems					
37028	Preventative Mainte...	Inv#s 2222643 and 222644 Safety tests f...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	90.00
Total Preventative Maintenance Systems					90.00
Priority Products, Inc					
37059	Priority Products, Inc	Inv#997059 Atm fuseholder, bloack cabl...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	77.42
Total Priority Products, Inc					77.42
Ray O'Herron Co, Inc					
37029	Ray O'Herron Co, Inc	Inv#2302202 Cuff Keys	7640000 · Uniforms	General:General - Police Dept.	53.94
37060	Ray O'Herron Co, Inc	Inv#2306041 Shirts, sweater, patches R...	7640000 · Uniforms	General:General - Police Dept.	429.94
Total Ray O'Herron Co, Inc					483.88
RMA					
37030	RMA	General Insurance 2024	7380000 · General Insurance	General:General - Police Dept.	18,087.30
37030	RMA	General Insurance 2024	7380000 · General Insurance	General:General - Administrative D...	7,720.02
37030	RMA	Worker's Comp 2024	7220000 · Worker's Comp Ins	General:General - Police Dept.	26,387.46
37030	RMA	Worker's Comp 2024	7220000 · Worker's Comp Ins	General:General - Administrative D...	2,795.76
37030	RMA	Membership Dues 2024	7580000 · Dues	General:General - Administrative D...	350.00
Total RMA					55,340.54
Runco Office Supply					
37031	Runco Office Supply	Inv#923224-0 Envelope moistener, suppl...	7610000 · Office Supplies	General:General - Administrative D...	198.94
37031	Runco Office Supply	Inv#922095-0 Expandable files, envelop...	7610000 · Office Supplies	General:General - Police Dept.	121.22
37061	Runco Office Supply	Inv#923089-0 batteries, calendars	7610000 · Office Supplies	General:General - Police Dept.	87.10
Total Runco Office Supply					407.26

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Cash Basis

Village of Wayne Checking Distribution Detail November 2023

Num	Name	Memo	Account	Class	Paid Amount
Schindler Elevator Corporation					
37062	Schindler Elevator ...	Inv#7100542077 Replace elevator conco...	7810000 · Buildings	Capital	3,680.00
37062	Schindler Elevator ...	Inv#7100541721 Witness a category 1 te...	7810000 · Buildings	Capital	6,850.00
	Total Schindler Elevator Corporation				10,530.00
Scrubco					
37032	Scrubco	October Cleaning	7310000 · Maintenance-Building	General:General - Police Dept.	440.00
	Total Scrubco				440.00
Stacey A McCullough					
37033	Stacey A McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Police Dept.	2,500.00
37033	Stacey A McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Police Dept.	2,450.00
37033	Stacey A McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Building Dept.	1,050.00
	Total Stacey A McCullough				6,000.00
Tommy King					
37034	Tommy King	Reimbursement - A-Speial Electric Servi...	7630000 · Operating Supplies	General:General - Public Works De...	135.00
	Total Tommy King				135.00
TransUnion					
37035	TransUnion	October Billing	7710000 · Miscellaneous Expense	General:General - Police Dept.	75.00
	Total TransUnion				75.00
Water Products - Aurora					
37063	Water Products - A...	Inv#0319669 PVC pipe, tee, cap, grate, ...	7340000 · Maintenance-Roads	Capital	3,847.71
	Total Water Products - Aurora				3,847.71
Chicago Title					
Wire ...	Chicago Title	PD	7810000 · Buildings	Capital	221,201.00
Wire ...	Chicago Title	Accrued Taxes on PD Building	4620000 · Accrued Expense	Capital	-13,307.04
Wire ...	Chicago Title	Amount due back on PD Building	7810000 · Buildings	Capital	1,106.04
	Total Chicago Title				209,000.00
	TOTAL				434,042.70

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Village of Wayne Checking Distribution by Department November 2023

Num	Name	Memo	Account	Class	Paid Amount
Capital					
37008	Applied Concepts, Inc	Inv#427863 Stalker 200-1278-53 Radar ...	7830000 · Equipment	Capital	2,587.50
37010	AT&T Mobility	Phone for Chief	7830000 · Equipment	Capital	178.99
37012	Christopher B. Burk...	Inv #187236 2023 Road Project - Countf...	7550000 · Engineering Services	Capital	7,450.95
37012	Christopher B. Burk...	Inv#187238 Lake Eleanor Drainage Proj...	7550000 · Engineering Services	Capital	12,004.89
37037	Ill Property Investm...	Furniture and personal property included...	7810000 · Buildings	Capital	40,000.00
Wire ...	Chicago Title	PD	7810000 · Buildings	Capital	221,201.00
Wire ...	Chicago Title	Accrued Taxes on PD Building	4620000 · Accrued Expense	Capital	-13,307.04
Wire ...	Chicago Title	Amount due back on PD Building	7810000 · Buildings	Capital	1,106.04
37038	Chase Card Services	2022 Ford F-250 Setup	7820000 · Vehicles	Capital	893.57
37042	Christopher B. Burk...	Inv#187971 Lake Eleanor Drainage Proj...	7550000 · Engineering Services	Capital	1,370.31
37042	Concrush Inc	Inv#5113, Ticket #'s 27942, 27943, 2794...	7340000 · Maintenance-Roads	Capital	742.00
37042	Concrush Inc	Inv#5114 Ticket #'s 27735, 27736, 27946...	7340000 · Maintenance-Roads	Capital	546.00
37042	Concrush Inc	Inv#5117 Ticket #'s 27737, 27738, 2773...	7340000 · Maintenance-Roads	Capital	546.00
37042	Concrush Inc	Inv#5118 Ticket #27740 Peterson and D...	7340000 · Maintenance-Roads	Capital	196.00
37042	Concrush Inc	Inv#5121 Ticket #27746 Peterson and D...	7340000 · Maintenance-Roads	Capital	196.00
37047	Herman Brothers	Inv#21589 Purchase and installation of s...	7820000 · Vehicles	Capital	6,526.00
37047	Herman Brothers	Inv#21597 Cutting edge for plow	7820000 · Vehicles	Capital	228.00
37048	Holcim - MAMR Inc	Inv#718934856 Derby St Project	7340000 · Maintenance-Roads	Capital	177.92
37052	Midwest Public Saf...	Inv#145485300 In Car Computers	7830000 · Equipment	Capital	21,808.00
37062	Schindler Elevator ...	Inv#7100542077 Replace elevator conco...	7810000 · Buildings	Capital	3,680.00
37062	Schindler Elevator ...	Inv#7100541721 Witness a category 1 te...	7810000 · Buildings	Capital	6,850.00
37063	Water Products - A...	Inv#0319669 PVC pipe, tee, cap, grate, ...	7340000 · Maintenance-Roads	Capital	3,847.71
37042	Concrush Inc	Inv#5124 Ticket #26313 Asphalt Peterso...	7340000 · Maintenance-Roads	Capital	120.00
Total Capital					318,949.84
General					
General - Administrative Dept.					
37009	AT&T	Telephone	7410000 · Telephone	General:General - Administrative D...	324.30
37009	AT&T	Internet	7400000 · Internet Services	General:General - Administrative D...	150.00
37011	Central Manageme...	Health Insurance	7210000 · Hospitalization Insurance	General:General - Administrative D...	613.00
37012	Christopher B. Burk...	Inv#187233 Retainer	7550000 · Engineering Services	General:General - Administrative D...	1,011.20
37012	Christopher B. Burk...	Inv #187234 Drainage Complaints	7550000 · Engineering Services	General:General - Administrative D...	1,696.90
37012	Christopher B. Burk...	Inv#187237 Broadband Expansion	7550000 · Engineering Services	General:General - Administrative D...	197.00
37017	Consultnet Inc.	Inv#17630 Email issues	7570000 · Other Professional Services	General:General - Administrative D...	97.50
37018	Examiner Publicatio...	Inv#58036 Annual Treasurer's Report Pl...	7510000 · Advertising-Legal Public	General:General - Administrative D...	378.00
37019	Hinckley Springs	Drinking Water, Cooler Rental	7630000 · Operating Supplies	General:General - Administrative D...	31.82
37022	Iron Mountain Reco...	Monthly service bundle	7430000 · Records Management	General:General - Administrative D...	86.51
37024	Mickey,Wilson,Well...	Inv#6656 General Matters	7560000 · Legal Services	General:General - Administrative D...	2,200.00
37024	Mickey,Wilson,Well...	Inv#6657 Plan Commission	7560000 · Legal Services	General:General - Administrative D...	462.00
37027	Parents and Teach...	Parks Commission Donation for Trunk or...	7490000 · Park Commission	General:General - Administrative D...	100.00
37030	RMA	General Insurance 2024	7380000 · General Insurance	General:General - Administrative D...	7,720.02
37030	RMA	Worker's Comp 2024	7220000 · Worker's Comp Ins	General:General - Administrative D...	2,795.76
37030	RMA	Membership Dues 2024	7580000 · Dues	General:General - Administrative D...	350.00
37031	Runco Office Supply	Inv#92324-0 Envelope moistener, suppl...	7610000 · Office Supplies	General:General - Administrative D...	198.94
37036	Dunham North Esta...	DNHA 2023 Special Assessment	7590000 · HOA Dues	General:General - Administrative D...	25.00
37038	Chase Card Services	Mailchimp	7400000 · Internet Services	General:General - Administrative D...	39.50
37038	Chase Card Services	Other Village Emails	7400000 · Internet Services	General:General - Administrative D...	120.27
37038	Chase Card Services	Microsoft	7330000 · Maintenance-Equipment	General:General - Administrative D...	55.20

Village of Wayne
Checking Distribution by Department
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Num	Name	Memo	Account	Class	Paid Amount
37038	Chase Card Services	Postage	7530000 · Postage	General:General - Administrative D...	264.00
37039	Christopher B. Burk...	Inv#187968 Wayne Retainer	7550000 · Engineering Services	General:General - Administrative D...	1,046.95
37043	Christopher B. Burk...	Inv#187969 Drainage Complaints	7550000 · Engineering Services	General:General - Administrative D...	1,426.69
37044	Consultnet Inc.	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Administrative D...	45.00
37051	Evonne E. Einoris	November Cleaning	7310000 · Maintenance-Building	General:General - Administrative D...	130.00
37057	Metro West COG	2024 Business Partner Recognition Dinn...	7710000 · Miscellaneous Expense	General:General - Administrative D...	150.00
37058	Nicor Gas	Acct #05-57-91-1000 7 VH	7460000 · Utilities - Gas	General:General - Administrative D...	77.12
37058	Phillips Heating & C...	No heat in old police building	7310000 · Maintenance-Building	General:General - Administrative D...	95.00
Total General - Administrative Dept.					21,887.68
General - Building Dept.					
37009	AT&T	Telephone	7410000 · Telephone	General:General - Building Dept.	324.29
37012	AT&T	Internet	7400000 · Internet Services	General:General - Building Dept.	150.00
37012	Christopher B. Burk...	Inv#187248 5N350 Keil St	7550000 · Engineering Services	General:General - Building Dept.	400.00
37012	Christopher B. Burk...	Inv#187247 4N340 Lake Eleanor	7550000 · Engineering Services	General:General - Building Dept.	400.00
37012	Christopher B. Burk...	Inv#187246 4N460 Honey Hill Circle	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187245 4N781 Powis Rd	7550000 · Engineering Services	General:General - Building Dept.	397.00
37012	Christopher B. Burk...	Inv#187244 30W391 Lyste	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187243 Lot 8 Kaelin Ln	7550000 · Engineering Services	General:General - Building Dept.	200.00
37012	Christopher B. Burk...	Inv#187242 Lot 12 Nicholas Dr	7550000 · Engineering Services	General:General - Building Dept.	995.48
37012	Christopher B. Burk...	Inv#187241 30W270 Maple Tree Ln	7550000 · Engineering Services	General:General - Building Dept.	597.00
37012	Christopher B. Burk...	Inv#187240 Lot 35 Lake Eleanor Est-Wo...	7550000 · Engineering Services	General:General - Building Dept.	790.00
37012	Christopher B. Burk...	Inv#187239 5N515 Curling Pond	7550000 · Engineering Services	General:General - Building Dept.	400.00
37019	Christopher B. Burk...	Inv#187235 Utility Permit Reviews	7550000 · Engineering Services	General:General - Building Dept.	197.00
37033	Hinckley Springs	Drinking Water, Cooler-Rental	7630000 · Operating Supplies	General:General - Building Dept.	31.82
37038	Stacey A. McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Building Dept.	1,050.00
37039	Chase Card Services	Microsoft	7330000 · Maintenance-Equipment	General:General - Building Dept.	18.40
37039	Christopher B. Burk...	Inv#187970 Utility Permit Reviews	7550000 · Engineering Services	General:General - Building Dept.	295.50
37039	Christopher B. Burk...	Inv#187972 NE Corner Rt 25 and Army ...	7550000 · Engineering Services	General:General - Building Dept.	220.00
37039	Christopher B. Burk...	Inv#187973 5N515 Curling Pond	7550000 · Engineering Services	General:General - Building Dept.	400.00
37039	Christopher B. Burk...	Inv#187974 Lot 35 Lake Eleanor Est-Wo...	7550000 · Engineering Services	General:General - Building Dept.	450.31
37043	Consultnet Inc.	Inv#187975 Lot 12 Nicholas Dr	7550000 · Engineering Services	General:General - Building Dept.	197.00
37044	Evonne E. Einoris	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Building Dept.	15.00
37050	Mark Schuster, P.C.	November Cleaning	7310000 · Maintenance-Building	General:General - Building Dept.	130.00
37050	Mark Schuster, P.C.	Admin Hearings	7560000 · Legal Services	General:General - Building Dept.	225.00
Total General - Building Dept.					8,283.80
General - Police Dept.					
37007	Able Pest Control Inc.	Inv#A13067 Fall Treatment - PD	7310000 · Maintenance-Building	General:General - Police Dept.	175.00
37010	At&T Mobility	Wireless Service 9-20-10/19	7410000 · Telephone	General:General - Police Dept.	339.54
37011	Central Managemen...	Health Insurance	7210000 · Hospitalization Insurance	General:General - Police Dept.	613.00
37019	Hinckley Springs	Drinking Water	7630000 · Operating Supplies	General:General - Police Dept.	31.81
37020	Ill Property Investm...	October Rent	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	4,000.00
37020	Ill Property Investm...	Electricity bill	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	358.79
37021	Illinois Association ...	Inv #14775 Renewal - Use of Force Certi...	7260000 · Training	General:General - Police Dept.	150.00
37023	Menards-West Chic...	Trans #6720 Microfiber towels, Aerosol ...	7630000 · Operating Supplies	General:General - Police Dept.	10.17
37023	Menards-West Chic...	Trans #7377 Water Softener Salt, Reflec...	7310000 · Maintenance-Building	General:General - Police Dept.	59.07
37023	Menards-West Chic...	Inv #85111 De-Icer and Snowbrushes	7320000 · Maintenance-Vehicles	General:General - Police Dept.	29.93
37025	Midwest Tint & Vinyl	Inv#955 Tint windows - 2019 Ford Explor...	7320000 · Maintenance-Vehicles	General:General - Police Dept.	140.00

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Village of Wayne Checking Distribution by Department November 2023

Num	Name	Memo	Account	Class	Paid Amount
37026	My Fleet Center.com	Inv #200011584 LOF, wipers	7320000 · Maintenance-Vehicles	General:General - Police Dept.	100.74
37029	Ray O'Herron Co, Inc	Inv#2302202 Cuff Keys	7640000 · Uniforms	General:General - Police Dept.	53.94
37030	RMA	General Insurance 2024	7380000 · General Insurance	General:General - Police Dept.	18,087.30
37031	RMA	Worker's Comp 2024	7220000 · Worker's Comp Ins	General:General - Police Dept.	26,387.46
37032	Runco Office Supply	Inv#922095-0 Expandable files, envelop...	7610000 · Office Supplies	General:General - Police Dept.	121.22
37033	Scrubco	October Cleaning	7310000 · Maintenance-Building	General:General - Police Dept.	440.00
37033	Stacey A McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Police Dept.	2,500.00
37033	Stacey A McCullough	June, July, August, September and Octo...	7560000 · Legal Services	General:General - Police Dept.	2,450.00
37035	TransUnion	October Billing	7710000 · Miscellaneous Expense	General:General - Police Dept.	75.00
37038	Chase Card Services	Wett Car Wash	7320000 · Maintenance-Vehicles	General:General - Police Dept.	75.94
37040	Chase Card Services	Microsoft	7330000 · Maintenance-Equipment	General:General - Police Dept.	110.40
37040	Colonial Life & Acci...	Disability	7200000 · Disability Insurance	General:General - Police Dept.	1,181.46
37041	Colonial Life & Acci...	Life Insurance	7230000 · Life/Retirement Ins	General:General - Police Dept.	260.56
37041	Comcast Business	Telephone	7410000 · Telephone	General:General - Police Dept.	314.39
37043	Consultnet Inc.	Antivirus, Threat Detection, Remote Man...	7330000 · Maintenance-Equipment	General:General - Police Dept.	105.00
37045	Gordon Flesch	Inv#IN1444743 Copier Maintenance	7330000 · Maintenance-Equipment	General:General - Police Dept.	49.02
37046	Granite Telecommu...	Inv#624530412 Elevator phone install	7330000 · Maintenance-Equipment	General:General - Police Dept.	99.99
37049	Krage's Tire Center...	Inv#204923043 Repair leaking tire - #3102	7320000 · Maintenance-Vehicles	General:General - Police Dept.	39.75
37053	My Fleet Center.com	Inv#200011794 LOF and Air filter #3103	7320000 · Maintenance-Vehicles	General:General - Police Dept.	140.45
37055	My Fleet Center.com	Inv#200011791 LOF #3105	7320000 · Maintenance-Vehicles	General:General - Police Dept.	102.20
37055	Nicor Gas	Acct #72-97-74-5631 7 PD	7470000 · Temp Space Occupancy Cost	General:General - Police Dept.	66.22
37060	Ray O'Herron Co, Inc	Inv#2306041 Shirts, sweater, patches R...	7640000 · Uniforms	General:General - Police Dept.	429.94
37061	Runco Office Supply	Inv#923089-0 batteries, calendars	7610000 · Office Supplies	General:General - Police Dept.	87.10
37064	Comcast Business	Internet	7400000 · Internet Services	General:General - Police Dept.	399.00
Total General - Police Dept.					59,584.39
General - Public Works Dept.					
37006	Abbott Tree Care Pr...	Inv#38376 Misc Tree trimming, pruning a...	7340000 · Maintenance-Roads	General:General - Public Works De...	6,900.00
37013	City of West Chicago	IGA - Road Salt 2023-2024 Winter seas...	7360000 · Snow Removal	General:General - Public Works De...	17,228.20
37014	ComEd	Acct 1411084048 Master Account	7420000 · Street Lights	General:General - Public Works De...	510.27
37015	ComEd	Acct 2635039013 Metered light 32W160 ...	7420000 · Street Lights	General:General - Public Works De...	55.99
37016	ComEd	Acct 9183001022 Surveillance Camera	7420000 · Street Lights	General:General - Public Works De...	59.38
37023	Menards-West Chic...	Trans #4162 PVC	7630000 · Operating Supplies	General:General - Public Works De...	29.92
37028	Preventative Mainte...	Inv#s 2222643 and 222644 Safety tests f...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	90.00
37034	Tommy King	Reimbursement - A-Special Electric Servi...	7320000 · Operating Supplies	General:General - Public Works De...	135.00
37054	Napa Auto Parts	Inv#4496-233437 Battery Accessories, ci...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	42.31
37054	Napa Auto Parts	Inv#4496-233461 Return atm-5 fuse, ci...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	-17.05
37056	Nicor Gas	Acct #59-31-84-2672 9 PW	7460000 · Utilities - Gas	General:General - Public Works De...	50.55
37059	Priority Products, Inc	Inv#997059 Atm fuseholder, bloack cabl...	7320000 · Maintenance-Vehicles	General:General - Public Works De...	77.42
Total General - Public Works Dept.					25,161.99
General - Other					
477	Kane County Clerk	Merary B Manriquez-Guvara	4130000 · Police Bond Payable	General	175.00
Total General - Other					175.00
Total General					115,092.86
TOTAL					434,042.70

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To: Village of Wayne Board
From: Guy Bevente, Village Trustee
Date: January 10, 2024
Re: Website Improvements Estimate and Work Approval Request

The purpose of this memo is to share the estimate received for improvements to our Website and ask for board approval to move forward with the work.

As you recall, in Q3 and Q4 of 2023, we conducted a resident survey of our website, obtained input from a volunteer user experience professional, and hosted a resident focus group to identify website improvements. As a result, we created a **prioritized list of improvement requirements focused on ease of use, fixes to non-working features, and improvements to the overall user experience**. Those requirements were shared with the board and finalized on October, 15, 2023.

Infiplex is our current Web page hosting, management, and development vendor. Infiplex has reviewed the requirements and provided an itemized cost estimate on January 5, 2024 for completing most of the website improvements.

As a reminder, these are near term enhancements and fixes that provide much needed improvements. Longer term, we will assess the need for a new website when we look at the overall village automation software packages as previously discussed.

Attached are the requirements previously shared mapped to **4 key categories: Fixes, Navigation, New Feature/Function, and Content**. The **proposal submitted addresses all requirements with the exception of forms automation and the items listed under "Other items to assess/follow up on" like storage**.

The total estimated cost submitted by Infiplex is \$4,462.50 for the attached scope items noted. As we dig into the requirements, it is possible that there will be some additional unanticipated work. As such, I have added a 25% buffer taking the project estimate to \$5,577.50 as a reasonable initial plan. This spend level is covered in the 2024 planned budget.

I am recommending that we proceed with this effort for the entire scope noted. I'm asking the board to approve this T&M project effort at a cost not to exceed \$5,600. We will manage spend against goals along the way and come back to the board if any additional funds are needed.

Updated 1/9/23 with Infoplex estimates at a rate of \$87.50/hr.

I. Fixes – 15 hrs; \$1312.50

- a. Fix “dead” links to social media sites – 1 hr
- b. Sub-menu should be “left-side nav” for medium and large screen rendering – 4 hrs
- c. Search on desktop needs to be optimized (i.e. simple searchable words like “agenda”, “minutes”, “commission”, etc. yield no results) – 6 hrs
- d. Search on mobile doesn’t seem to form factor – 4 hrs

II. Navigation (some content changes added here for simplicity) – 24 hrs.; \$2100.00

- a. New Menu Structure: Levels show the menu nesting structuring L1 = main menu, L2 submenu, etc.) – 24 hrs

Landing Page will remain the Welcome Page

- (L1) Calendar of Events (Board and Commission meeting, social events, etc.)
- (L1) Forms (FOIA, Stickers, permits, etc.)
- (L1) Village Government
 - o (L2) Departments (police, B&Z, etc.)
 - Names, pics, contact info
 - o (L2) Board
 - Mission Statement
 - Membership (names, pics, term, contact info)
 - Scheduled Annual Meetings
 - Agendas
 - Minutes
 - o (L2) Commissions (Historic Sites, Planning, Parks, Zoning Board of Appeals)
 - Mission Statement
 - Membership (names, pics, term, contact info)
 - Scheduled Annual Meetings
 - Agendas
 - Minutes
 - o (L2) Financials (budgets, actuals, audits)
- (L1) Ordinances
- (L1) Contact Us
 - o Village main address and phone
 - o Village main e-mail
- (L1) History
 - o (L2) Village history
 - o (L2) Village culture
 - o (L2) Citizens of the Year
 - o (L2) Historical sites (brief description and links)

III. New Feature/Function – 4 hrs; \$350

- a. Add search to mobile – 0 hrs; added to above

- b. Calendar of Events and Meetings – 4 hrs
 - ability to add/save meeting/event to own personal calendar
 - add links to agendas, minutes, etc.
- c. Forms - TBD
 - E-forms (instead of PDFs) that can be filled in on line for leading needs – i.e. permits

IV. Content – 8 hrs; \$700

- a. Elected village and commissioners – 4 hrs
 - Picture, bios, term
 - Link to contact info – i.e. email
- b. Brief description of what the commissions are working on – 4 hrs

V. Other items to assess/follow up on: - TBD

- a. Storage limits if any; criteria for archive duration – includes 10gig storage - tbd
- b. Assess ordinances existing CMS to see if better way to search - tbd
- c. Cyber security scan / vulnerability scans done against site - tbd

Total for estimated areas: 51hrs; \$4,462.50