

Agenda
Yorkville Public Library
Michelle Pfister Meeting Room
Board of Trustees
October 12, 2020- 7:00 P.M.
902 Game Farm Road

- | | | | |
|-----|--------------------------------|--|---------------------|
| 1. | Roll Call | | |
| 2. | Recognition of Visitors | | |
| 3. | Amendments to the Agenda | | |
| 4. | Minutes | | |
| 5. | Correspondence | | |
| 6. | Public Comment | | |
| 7. | Staff Comment | | |
| 8. | Report of the Treasurer | Financial Statement | |
| | | Payment of Bills | |
| | | Statistics | |
| 9. | Report of the Library Director | | |
| 10. | City Council Liaison | | |
| 11. | Standing Committees | Policy | Personnel |
| | | Finance | Community Relations |
| | | Physical Facilities | |
| 12. | Unfinished Business | | |
| | | Landscaping—Tree Removal | |
| | | Metronet/Comcast Update | |
| 13. | New Business | | |
| | | Enforcing COVID Rules- Yorkville Police Chief Jensen | |
| | | Website Redesign-Theresa Kuhl-Weblinx | |
| | | RJ O’Neil Contract | |
| | | Tax Levy | |
| | | Closing for Election Day | |
| | | Library Closings for 2021 | |
| | | Library Meeting Dates for 2021 | |

14. Executive Session (if needed)

1. For the appointment, employment, compensation, discipline, performance or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity.

15. Adjournment

DRAFT

Yorkville Public Library **Physical Facilities Committee** **Thursday, September 10, 2020, 6:00pm** **902 Game Farm Road**

The meeting was called to order at 6:00pm by Darren Crawford and roll was called.

Roll Call: Russ Walter-present, Darren Crawford-present, Ryan Forristall-present

Others Present:

Library Director Elisa Topper, Kevin Baumann/R. J. O'Neil.

Recognition of Visitors: Mr. Crawford recognized the visitors.

Amendments to the Agenda:

Ms. Topper said three items were up for discussion: update on HVAC system, water discoloration in Library, key fobs and security system.

Public Comment: None

Staff Comment: None

New Business:

R.J. O'Neil Update on HVAC System and Work Completed

Mr. Baumann said R.J. O'Neil has completed their second visit on their contract with the Library and the contract is now up for renewal. He summarized the services performed in the past year and said the next visit is due in January for preventive maintenance. Mr. Walter asked his opinion of the systems in general. Mr. Baumann said there are issues due to ComEd power outages which cause a loss of power for the Library. He said ComEd might be able to install an auto restart to avoid having R.J. O'Neil make a service call each time. A new transformer was installed when the Library was built according to Mr. Walter. Mr. Crawford asked if a battery backup could be installed so the controllers do not malfunction. A battery backup would keep the system going while a generator has a certain response time when the power goes out. The service techs could instruct Library personnel on the restarts. Mr. Baumann will obtain information on battery backup. Mr. Walter said the Library emergency lighting runs off the city hall generator and he asked if it would be valuable to have a generator for the Library. Mr. Walter asked Ms. Topper to determine the capacity of the city hall generator and she will contact Mr. Dhuse. Mr. Baumann said a battery backup would be the best for the BAS (Building Automation Systems).

A UPS (Uninterruptible Power Supply) device for the Library server was discussed and the capacity need will be researched by Mr. Baumann. He said that BAS should not have to be reconfigured each time the power goes off. He said the chiller is the main issue when the power is off and that it takes some time to re-start. The chiller is not hooked up to the computer to sound an alarm. The server and air handler also have issues, according to Mr. Baumann.

The committee discussed the R.J. O'Neil contract and Mr. Baumann said the \$125 rate will still be offered. He asked if it is possible to get into the building earlier than the Library's opening time. It was determined the cleaning people could open the door for a service call. Ms. Topper asked for a contract proposal to present at the October Board meeting. She also asked for the same service person each time. She has 3 invoices unpaid due to some issues. Mr. Baumann said an advance schedule for maintenance will help insure the same service person.

Mr. Baumann noted that the Library equipment is older, however, he thinks the chiller was not installed correctly, resulting in many problems. Screens were installed last year to keep the cottonwood seeds from clogging the unit. The Board may also talk with the landscaper about some tree removal to reduce the number of seeds. Replacement costs for this equipment would be \$300,000-\$500,000 which would require a referendum. Mr. Baumann summarized the various problems found when preventive maintenance was performed. He said the boiler burners were corroded and 20 burners were replaced. He said they could also recommend and prioritize what equipment will be replaced in the future. Ms. Topper noted that the Board questions the many invoices and need for recent service calls. Mr. Forristall asked about a log of the building service calls and power outages.

Summary

Due to the Covid pandemic, O'Neil will be providing more detailed reports of the preventive maintenance performed and pictures will be taken. Contract proposals will also be submitted for the October Board meeting. Mr. Crawford asked for a written procedure on how to re-set the boiler and Mr. Forristall suggested a videotaping of the tech doing the resets along with a verbal explanation. Mr. Baumann will also obtain battery backup information and provide a prioritized list of equipment replacement. Ms. Topper thanked Mr. Baumann for their cooperation in the past year.

Water Discoloration in Library

Ms. Topper said patrons have started to complain again about the ongoing water discoloration in the hot water. The city has checked the issue and said it's partly due to minimal usage of the water, so maintenance staff will be asked to run the water about 15-20 minutes each morning. Mr. Forristall said a possible solution is to place a device on the pipe to allow for a small trickle. He asked that the issue be tracked as to which pipe and how long it runs with discoloration to establish a pattern. It was noted the rod was replaced in the water heater, however, that did not alleviate the problem.

Key Fobs and Security System

Ms. Topper said Dixie DeBord is in charge of distributing key fobs to employees and is now recycling them since the system is not functioning properly. She can no longer get into the system on the XP computer. Mr. Walter said he thinks the FOB's are tied in with the security posts at the front entrance which no longer work. He will come to Library to look into this matter. Mr. Crawford asked Ms. Topper to obtain proposals for a new FOB system. He added that there should be a keyless entry and security all in one system. Ms. Topper noted that Sound Inc. has given a proposal to update the cameras.

Adjournment:

There was no further business and the meeting adjourned at 7:00pm.

Minutes respectfully submitted by Marlys Young, Minute Taker

DRAFT

Yorkville Public Library

Board of Trustees

Monday, September 14, 2020 7:00pm

902 Game Farm Road – Michelle Pfister Meeting Room

The Library Board of Trustees meeting was called to order at 7:00pm by President Darren Crawford.

Roll was called and a quorum was established.

Roll Call: Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Julie Brendich-yes, Darren Crawford-yes, Ryan Forristall-yes, Theron Garcia-yes

Absent: Susan Chacon

Others Present:

Library Director Elisa Topper, Director of Adult Services Shelley Augustine, Technical Services Director Dixie DeBord, Alderman Dan Transier, Mick Smith-TBS (Today's Business Solutions), Mike Hoorelbek-Collegiate Landscape, Jeff Norris-Metronet

Recognition of Visitors: President Crawford recognized the library staff and guests.

Amendments to the Agenda: Mr. Hedman requested to add a discussion regarding the “Library hours of operation”. President Crawford asked to move the landscape proposal forward.

Unfinished Business: Out of sequence)

Landscaping Proposal/Presentation

Mr. Mike Hoorelbek of Collegiate Landscaping presented his plan for the proposed landscaping around the Library sign. He detailed the specific plants he would use, the work that would be included and presented a diagram of his plan. Ms. DeBord gave feedback on the plan and the Board discussed the proposal. Two other proposals were also received. The Garden Club will donate \$500 for the landscaping. Ms. Topper thanked Ms. DeBord for the work she has done on the grounds on her own time and a plaque was placed in the flower garden with the inscription “Dixie's Garden”. Ms. Topper said money will be needed in the budget for the spring/fall maintenance and other work as needed. A motion was made by Trustee Garcia to approve the Collegiate Landscaping proposal for the sign landscaping. Trustee Hedman seconded. Roll call: Rodriguez-yes, Walter-yes, Brendich-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes. Carried 7-0. The work will begin in October.

Metronet Business Agreement

Mr. Walter asked to move this presentation forward on the agenda. Mr. Jeff Norris gave a proposal for a 1-year term and 1-gig service. He said he kept the price as low as possible in an effort to help the Library. It was noted the school district also uses Metronet. The cost is \$250 per month for a 3-year contract, but it does not qualify for e-rate. New phones, necessary wiring and maintenance could also be provided by Metronet. Mr. Norris said if the Library signs a contract for phone and internet service, he would extend 2 months free for each service and no installation costs. The Board also discussed the possible fees which Comcast could charge for early cancellation of their current contract.

Mr. Hedman made a motion to approve the Metronet agreement assuming the Library can terminate the Comcast internet agreement without early termination fees and without paying the full contract. Mr. Walter seconded. Roll call: Walter-yes, Brendich-yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes. Carried 7-0.

New Business: (out of sequence)

(President Crawford moved the Today's Business Solution presentation forward on the agenda.) Mr. Mick Smith of TBS (Today's Business Solutions) said the Library is working to update technology, bring more people back into the Library and attract young patrons. The technology on the second floor is from 2011 and can no longer be updated. He said a new scan station is needed and described the many capabilities of this machine such as translation for 25 languages and enhanced accessibility. It can also be used as a fax and accepts debit cards, credit cards and library cards for payments. He said many school districts in the area use their technology. He said the scanner can also perform older photo enhancement and has many other features including mobile printing.

Mr. Smith has posters to display in the Library to promote the touchless capabilities especially during the pandemic. The total cost for the equipment is \$11,400 with \$395 a year for e-print. Mr. Smith said he would include the e-print in the price even though it was missing from the quote. There is also a \$8.95 yearly fee for a credit card payment device. An interest-free payment plan is offered to libraries.

President Crawford made a motion to adopt the TBS scan station update for print, credit card, mobile printing and utilize the payment plan with yearly payments of \$3,584.10 for 5 years. Trustee Garcia seconded the motion. Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Crawford-yes. Carried 7-0. The equipment will take 4-6 weeks to install and includes training. Charges for color copies were briefly discussed.

Minutes: August 10, 2020 Board Meeting and August 27, 2020 Policy Committee Meeting

For the Board meeting minutes, page 2, curbside service should read 450 per month, (not day). President Crawford moved to approve both sets of minutes with the correction. Trustee Garcia seconded the motion. Roll call: Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Crawford-yes, Forristall-yes. Carried 7-0.

Correspondence: None

Public Comment: None

Staff Comment:

Ms. Augustine thanked the Board for the equipment purchase just approved.

Report of the Treasurer:

Financial Statement

Treasurer Hedman presented the report. He pointed out the large invoice for Cambria which occurs 4 times a year and he asked for a copy of the invoice to review the costs. Ms. Topper said she is applying for a grant to help with the costs that have been higher due to increased use of supplies during the pandemic. Ms. Topper noted Cambria is a local business which they try to support. Mr. Hedman also highlighted other invoices/services for the month. On the expense side, the Library is at 18.78%

of the budget and 35% of the year into the budget. He thanked the Library staff for good stewardship of the budget. Mr. Crawford questioned an invoice for jumper cables which is part of the “Library of Things” that can be borrowed.

Payment of Bills

A motion was made by Mr. Walter and seconded by Mr. Crawford to pay the bills as follows:

\$27,271.78 Accounts Payable

\$36,819.23 Payroll

\$64,091.01 TOTAL

Roll call: Brendich, yes, Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes. Carried 7-0.

Report of the Library Director:

Director Topper reported the following highlights:

1. She is working on 2 state grants: \$500 for pandemic supplies, \$4,500 for books on cultural/racial diversity.
2. Ms. Topper is meeting with managers this week.
3. Regarding community involvement requested by Board, Ms. Topper met with Police Chief Jensen and partnered with them to host Citizens Academy meetings. Ms. Augustine is part of the class.
4. Spoke with Chief Jensen about PADS which will not be occurring this year due to the pandemic. Will obtain info for a location in Joliet which can provide assistance.
5. Conversation with Chief Jensen regarding enforcement of Library mask requirement. He discussed with City Attorney and will speak at October Board meeting.
6. Received check for \$150 for purchase of books regarding racism.
7. \$4,000 received from Friends group for purchase of books.
8. Four new and one former employee hired.
9. Marketing Plan and Staff Study included in packet, to be discussed later.

City Council Liaison:

Alderman Transier inquired if the Board had considered people from Court Services who have community services hours to fulfill, to assist with maintenance work. Ms. Topper said the Library does not have the staff to supervise.

Standing Committees:

President Crawford said the Policy Committee and Physical Facilities Committee met recently and he asked the Chairpersons to summarize the meetings.

Policy Committee

Ms. Brendich discussed the Policy meeting which was held to review Covid protocols for staff. Two forms were developed for staff to request pay in the event they are quarantined: Emergency Paid Sick Leave Request (EPSLA) and a Support Statement for Covid absences. One revision will be made on the request form. The emergency payments will end in December. A Protocol for Employees Who Test Positive For Covid was also developed. President Crawford said the Protocol needs to be adopted since it deals with money. President Crawford moved to adopt the Protocol for Employees, the EPSLA form and Support Statement for Emergency Paid Sick Leave form. Ms. Garcia seconded. Roll call: Crawford-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes. Carried 7-0.

Physical Facilities Committee

Mr. Crawford said the R.J. O'Neil rep will give a presentation at the October Board meeting. He will also bring proposals for 1 and 3 year contracts for consideration and the hourly rate will be held. The rep will also bring a written procedure to assist staff with restarting equipment after power failures. There will also be a discussion of the city hall generator as it relates to the Library.

Unfinished Business:

Marketing Plan (Draft Revised)

Ms. Topper added goal #4 for Community Involvement. The Board discussed a possible pop-up Food Pantry giveaway in the parking lot. Kendall County has also asked the Library to participate in special events. Homebound Library service for drop-off of books was reviewed. Partnerships with local assisted living or senior housing were also suggested. Ms. Brendich asked if there is a list of organizations with whom the Library would want a relationship. Ms. Augustine will also coordinate a virtual Medicare program in the future. Ms. Garcia said the Library must make itself relevant to the community and could engage an intern who could also create marketing material or initiate Instagram. Ms. Topper will discuss at the Manager meeting.

Return to Normal Hours

Mr. Hedman suggested a return to normal operation hours. The 1-hour time limit also needs to be revisited since students use the Library for e-learning. There is concern for possible negative feedback if a student is asked to leave if using the computer longer than one hour, so it was suggested the time limit could be enforced only if the Library is over capacity. Ms. Rodriguez said this is a good opportunity to change the brand of the Library along with the new scan station capabilities and allowing students to be in a safe space. Ms. Garcia said kids are also in search of computer hotspots.

The suggested new hours are 10-7pm Monday through Thursday, 10-5pm Friday, 10-4 on Saturday starting on October 5th and it will be publicized. The study rooms and meeting room cannot be used for study areas during the Covid, due to poor ventilation and soft furniture being stored in the rooms.

An unpaid intern position will be pursued as well, with possible candidates from local colleges.

YPL Staff Study and COLA

Ms. Topper presented a chart of area libraries, their current hourly salaries and other info. She is requesting a 3% COLA retroactive to July 1. She detailed justifications in a memo to the Board. She recommended the Board look at staffing for the next FY and consider a new position July 1, 2021. Mr. Hedman confirmed that the budget could support the request. Those who received minimum wage increases due to the state law effective July 1 will not receive this 3%.

Mr. Hedman moved to increase the salaries 3% for staff, retroactive to July 1, with the exception of those who received the minimum wage increase. Ms. Garcia seconded. Roll call: Hedman-yes, Rodriguez-yes, Walter-yes, Brendich-yes, Crawford-yes, Forristall-yes, Garcia-yes. Carried 7-0.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 9:42pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

DRAFT

Yorkville Public Library Special Board of Trustees Meeting Tuesday, September 29, 2020, 6:00pm 902 Game Farm Road – Michelle Pfister Meeting Room

The special meeting was called to order at 6:00pm by President Darren Crawford.

President Crawford said the purpose of this meeting was to make a decision on the previously discussed Comcast and Metronet agreements.

Roll Call:

Julie Brendich-yes, Darren Crawford-yes, Theron Garcia-yes, Jason Hedman-yes, Russ Walter-yes

Absent: Susan Chacon, Ryan Forristall, Wamecca Rodriguez

Staff and Others Present:

Library Director Elisa Topper

Recognition of Visitors:

Director Topper was recognized.

Amendments to the Agenda: None

Public Comment: None

Staff Comment: None

New Business: None

Old Business:

Comcast Contract & Metronet Contract

Mr. Walter said that the Metronet rep notified him that the Board had until September 30th to approve the Metronet contract and applicable pricing that was presented at the regular Board meeting on September 14th. The Board had been awaiting a reply from Comcast to determine if the Library would have to pay early termination fees and other fees if the Library canceled their current contract expiring in July, in order to switch to Metronet.

Mr. Walter said if the Library at least maintained the phone service through Comcast, there would be no termination fees. The Board discussed the issues with canceling Comcast and also noted that e-rate rebates would not apply to Metronet. During the meeting, Mr. Hedman found the specific costs for early termination on the Comcast website. Mr. Hedman said it would not be financially responsible to pay the extra fees for early cancellation of the Comcast agreement even though Metronet was offering a very lucrative contract. He said the Metronet rep could likely offer a similar deal in a few months, since the rep had indicated he “wanted to help the library” with a good rate.

After discussion, the Board decided to continue with Comcast for now and Metronet should be asked to come back to the Board in May with another presentation prior to the Comcast expiration date. An explanation of the circumstances and financial penalties for the Library should also be conveyed to the Metronet rep.

Mr. Walter made a motion to delay a switch to Metronet at this time and Mr. Crawford seconded. Roll call: Walter-yes, Brendich-yes, Crawford-yes, Garcia-yes, Hedman-yes. Carried 5-0. Mr. Walter will notify the Metronet rep of the reason for the decision and advise him the Board would like to have another proposal in May.

Adjournment:

There was no further business and the special meeting was adjourned at 6:16pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker

DATE: 09/16/20
TIME: 11:02:55
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

| CHECK # | VENDOR # INVOICE # | INVOICE DATE | ITEM # | DESCRIPTION | CHECK DATE | ACCOUNT # | ITEM AMT |
|---------|-----------------------|---------------------------|-----------|--------------------------------|---------------|-------------------|------------|
| 900094 | FNBO | FIRST NATIONAL BANK OMAHA | | | 09/25/20 | | |
| | 092520-A.SIMMONS | 08/31/20 | 01 | ADS-AUG-OCT 2020 ALARM | | 23-216-54-00-5446 | 223.83 |
| | | | 02 | SERVICES FOR 102 E VAN EMMON | | ** COMMENT ** | |
| | | | 03 | ARNESON#295751-JULY 2020 GAS | | 79-790-56-00-5695 | 359.64 |
| | | | 04 | ARNESON#295739-JULY 2020 DSL | | 01-410-56-00-5695 | 356.55 |
| | | | 05 | ARNESON#295750-JULY 2020 GAS | | 01-410-56-00-5695 | 479.52 |
| | | | 06 | ARNESON#295726-JULY 2020 DSL | | 79-790-56-00-5695 | 56.46 |
| | | | 07 | VERIZON-JUL 2020 TABLET | | 79-790-54-00-5440 | 36.01 |
| | | | 08 | VERIZON-JUL 2020 IN CAR UNITS | | 01-210-54-00-5440 | 756.23 |
| | | | 09 | VERIZON-JUL 2020 MOBILE PHONES | | 01-220-54-00-5440 | 189.12 |
| | | | 10 | VERIZON-JUL 2020 MOBILE PHONES | | 01-210-54-00-5440 | 898.32 |
| | | | 11 | VERIZON-JUL 2020 MOBILE PHONES | | 79-795-54-00-5440 | 94.56 |
| | | | 12 | VERIZON-JUL 2020 MOBILE PHONES | | 51-510-54-00-5440 | 181.49 |
| | | | 13 | VERIZON-JUL 2020 MOBILE PHONES | | 52-520-54-00-5440 | 36.01 |
| | | | 14 | COMCAST-AUG 2020 INTERNET & | | 82-820-54-00-5440 | 420.35 |
| | | | 15 | VOICE | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 4,088.09 * |
| | 092520-B.OLSEM | 08/31/20 | 01 | WAREHOUSE-BATTERIES | | 01-110-56-00-5610 | 9.06 |
| | | | | INVOICE TOTAL: | | | 9.06 * |
| | 092520-B.OLSON | 08/31/20 | 01 | ZOOM-MONTHLY ACCESS FEE | | 01-110-54-00-5462 | 154.97 |
| | | | | INVOICE TOTAL: | | | 154.97 * |
| | 092520-B.PFZENMAIER | 08/31/20 | 01 | STREICHERS-UNIFORM PANTS | | 01-210-56-00-5600 | 107.00 |
| | | | 02 | AMERICAN TIRE#3890-BATTERY | | 01-210-54-00-5495 | 168.10 |
| | | | 03 | AMERICAN TIRE#3917-ELECTRICAL | | 01-210-54-00-5495 | 117.88 |
| | | | 04 | WIRING | | ** COMMENT ** | |
| | | | 05 | STEVENS-EMBROIDERY | | 01-210-56-00-5600 | 60.00 |
| | | | 06 | AMERICAN TIRE#3916-BATTERY | | 01-210-54-00-5495 | 153.75 |
| | | | 07 | AMERICAN TIRE#3961-MOUNT TIRES | | 01-210-54-00-5495 | 32.78 |
| | | | 08 | AMERICAN TIRE#3950-OIL CHANGE | | 01-210-54-00-5495 | 48.15 |
| | | | 09 | AMERICAN TIRE#3951-REPLACED | | 01-210-54-00-5495 | 127.28 |
| | | | 10 | BULBS | | ** COMMENT ** | |
| | | | 11 | RADAR MAN#4703-ANTENNA CABLE | | 01-210-54-00-5495 | 100.00 |
| | | | 12 | RADAR MAN#4625-12 RADAR | | 01-210-54-00-5495 | 580.00 |
| | | | 13 | CERTIFICATIONS | | ** COMMENT ** | |
| | | | 14 | IACP-2020 VIRTUAL TRAINING | | 01-210-54-00-5412 | 200.00 |
| | | | 15 | MINER ELEC#270044-HARD WIRE | | 01-210-54-00-5495 | 615.00 |
| | | | 16 | RADARS IN SQUADS | | ** COMMENT ** | |
| | | | 17 | FBI-LEEDA-ELI TRAINING | | 01-210-54-00-5412 | 695.00 |
| | | | 18 | STREICHERS-UNIFORM SHIRTS | | 01-210-56-00-5600 | 56.00 |
| | | | 19 | STREICHERS-UNIFORM SHIRTS | | 01-210-56-00-5600 | 63.00 |
| | | | 20 | STREICHERS-UNIFORM PANTS | | 01-210-56-00-5600 | 69.00 |
| | | | 21 | STREICHERS-UNIFORM PANTS | | 01-210-56-00-5600 | 126.00 |
| | | | 22 | STREICHERS-5 POINT STARS | | 01-210-56-00-5600 | 212.00 |
| | | | | INVOICE TOTAL: | | | 3,530.94 * |

DATE: 09/16/20
TIME: 11:02:55
ID: AP225000.WOW

UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

| CHECK # | VENDOR # INVOICE # | INVOICE DATE | ITEM # | DESCRIPTION | CHECK DATE | ACCOUNT # | ITEM AMT |
|---------|-----------------------|---------------------------|-----------|--------------------------------|---------------|-------------------|-------------|
| 900094 | FNBO | FIRST NATIONAL BANK OMAHA | | | 09/25/20 | | |
| | 092520-C.PARKER | 08/31/20 | 01 | PENCARE-GLOVES | | 01-110-56-00-5610 | 21.73 |
| | | | 02 | PENCARE-GLOVES | | 01-120-56-00-5610 | 21.73 |
| | | | 03 | DESIGNER TRENDS-GEL DISPENSERS | | 01-110-56-00-5610 | 54.00 |
| | | | 04 | AMAZON-THERMOMETERS | | 79-795-56-00-5620 | 163.49 |
| | | | 05 | WAREHOUSE-TISSUE | | 01-110-56-00-5610 | 41.26 |
| | | | 06 | WAREHOUSE-TISSUE | | 01-120-56-00-5610 | 41.27 |
| | | | 07 | MENARDS-SPRAY BOTTLES | | 01-410-56-00-5620 | 44.70 |
| | | | 08 | WAREHOUSE-GLOVES, TISSUE, | | 79-790-56-00-5620 | 201.12 |
| | | | 09 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 10 | WAREHOUSE-GLOVES, TISSUE, | | 79-795-56-00-5620 | 1,100.79 |
| | | | 11 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 12 | WAREHOUSE-GLOVES, TISSUE, | | 01-120-56-00-5610 | 22.11 |
| | | | 13 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 14 | WAREHOUSE-GLOVES, TISSUE, | | 01-110-56-00-5610 | 22.11 |
| | | | 15 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 16 | WAREHOUSE-GLOVES, TISSUE, | | 01-220-56-00-5620 | 199.16 |
| | | | 17 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 18 | WAREHOUSE-GLOVES, TISSUE, | | 01-410-56-00-5620 | 30.99 |
| | | | 19 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 20 | WAREHOUSE-GLOVES, TISSUE, | | 51-510-56-00-5620 | 30.99 |
| | | | 21 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 22 | WAREHOUSE-GLOVES, TISSUE, | | 52-520-56-00-5620 | 30.98 |
| | | | 23 | PAPER TOWELS, BLEACH | | ** COMMENT ** | |
| | | | 24 | SAFETY SUPPLY-WIPES, SANITIZER | | 79-790-56-00-5620 | 2,216.29 |
| | | | 25 | SAFETY SUPPLY-WIPES, SANITIZER | | 79-795-56-00-5620 | 5,775.68 |
| | | | 26 | SAFETY SUPPLY-WIPES, SANITIZER | | 01-120-56-00-5610 | 140.18 |
| | | | 27 | SAFETY SUPPLY-WIPES, SANITIZER | | 01-110-56-00-5610 | 140.18 |
| | | | 28 | SAFETY SUPPLY-WIPES, SANITIZER | | 01-220-56-00-5620 | 433.78 |
| | | | 29 | SAFETY SUPPLY-WIPES, SANITIZER | | 01-410-56-00-5620 | 144.59 |
| | | | 30 | SAFETY SUPPLY-WIPES, SANITIZER | | 51-510-56-00-5620 | 144.59 |
| | | | 31 | SAFETY SUPPLY-WIPES, SANITIZER | | 52-520-56-00-5620 | 144.59 |
| | | | 32 | MENARDS-SPRAY BOTTLES REFUND | | 01-410-56-00-5620 | -47.49 |
| | | | | | | INVOICE TOTAL: | 11,118.82 * |
| | 092520-D.SMITH | 08/31/20 | 01 | HOME DEPO-GAITER-SMITH | | 79-790-56-00-5600 | 19.97 |
| | | | | | | INVOICE TOTAL: | 19.97 * |
| | 092520-E.DHUSE | 08/31/20 | 01 | NAPA#261851-BULBS | | 01-410-56-00-5628 | 7.44 |
| | | | 02 | NAPA#262142-BULBS | | 01-410-56-00-5628 | 2.03 |
| | | | 03 | NAPA#262202-REFLECTORS | | 01-410-56-00-5628 | 5.12 |
| | | | 04 | NAPA#262191-LIGHTS, REFLECTOR | | 01-410-56-00-5628 | 29.04 |
| | | | 05 | NAPA#263556-OIL FILTERS | | 01-410-56-00-5628 | 11.93 |
| | | | 06 | NAPA#263403-IMPACT SOCKET | | 79-790-56-00-5630 | 17.31 |
| | | | | | | INVOICE TOTAL: | 72.87 * |
| | 092520-E.TOPPER | 08/31/20 | 01 | LEOS TROPHIES-2 PLAQUES | | 82-820-56-00-5610 | 79.00 |

DATE: 09/16/20
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UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

| CHECK # | VENDOR # INVOICE # | INVOICE DATE | ITEM # | DESCRIPTION | CHECK DATE | ACCOUNT # | ITEM AMT |
|---------|-----------------------|---------------------------|-----------|--------------------------------|---------------|-------------------|------------|
| 900094 | FNBO | FIRST NATIONAL BANK OMAHA | | | 09/25/20 | | |
| | 092520-E.TOPPER | 08/31/20 | 02 | TRIBUNE-8/12-12/06 RENEWAL | | 82-820-54-00-5460 | 135.84 |
| | | | 03 | WALL STREET JOURNAL RENEWAL | | 82-820-54-00-5460 | 134.97 |
| | | | 04 | AMAZON PRIME MONTHLY FEE | | 82-820-54-00-5460 | 12.99 |
| | | | 05 | AMAZON-USB WEBCAM | | 82-820-54-00-5468 | 36.95 |
| | | | 06 | AMAZON-RECEIPT PAPER | | 82-820-56-00-5620 | 46.99 |
| | | | 07 | AMAZON-DRY ERASE MARKERS, | | 82-820-56-00-5610 | 257.56 |
| | | | 08 | TONER, PAPER CLIPS, FOOD | | ** COMMENT ** | |
| | | | 09 | STORAGE BAGS, BUG SPRAY | | ** COMMENT ** | |
| | | | 10 | AMAZON-CLOROX, PAPER TOWELS | | 82-820-56-00-5621 | 345.24 |
| | | | 11 | AMAZON-BOOKS | | 82-820-56-00-5671 | 80.79 |
| | | | 12 | WIND & WEATHER-PLAQUES | | 82-820-56-00-5610 | 101.54 |
| | | | 13 | DEMCO-FILAMENT TAPE, BOOK | | 82-820-56-00-5620 | 484.77 |
| | | | 14 | TAPE, CORNER POCKETS, ADHESIVE | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 1,716.64 * |
| | 092520-E.WILLRETT | 08/31/20 | 01 | ELEMENT FOUR-AUG 2020 OFFSITE | | 01-640-54-00-5450 | 470.85 |
| | | | 02 | BACKUPS | | ** COMMENT ** | |
| | | | 03 | APA-MEMBERSHIP RENEWAL | | 01-110-54-00-5460 | 493.00 |
| | | | 04 | ICMA-MEMBERSHIP RENEWAL | | 01-110-54-00-5460 | 920.00 |
| | | | | INVOICE TOTAL: | | | 1,883.85 * |
| | 092520-G.JOHNSON | 08/31/20 | 01 | WALMART-HAT-JOHNSON | | 51-510-56-00-5600 | 21.24 |
| | | | 02 | NAPA#263136-ALTERNATOR DEPOSIT | | 51-510-56-00-5628 | -38.50 |
| | | | 03 | NAPA#263120-ALTERNATOR, | | 51-510-56-00-5628 | 257.49 |
| | | | 04 | DEPOSIT | | ** COMMENT ** | |
| | | | 05 | FLATSOS-TIRES INSTALLED | | 51-510-54-00-5490 | 499.64 |
| | | | 06 | MENARDS-FUSES | | 51-510-56-00-5628 | 4.49 |
| | | | | INVOICE TOTAL: | | | 744.36 * |
| | 092520-J.ENGBERG | 08/31/20 | 01 | ADOBE-CREATIVE CLOUD MONTHLY | | 01-220-54-00-5462 | 52.99 |
| | | | 02 | FEE | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 52.99 * |
| | 092520-J.GALAUNER | 08/31/20 | 01 | AMAZON-KICKBALLS | | 79-795-56-00-5606 | 30.00 |
| | | | | INVOICE TOTAL: | | | 30.00 * |
| | 092520-J.SLEEZER | 08/31/20 | 01 | ARNESON#288486-APR 2020 GAS | | 51-510-56-00-5695 | 402.57 |
| | | | 02 | ARNESON#288502-APR 2020 DLS | | 01-410-56-00-5695 | 662.27 |
| | | | | INVOICE TOTAL: | | | 1,064.84 * |
| | 092520-K.BALOG | 08/31/20 | 01 | HOME DEPO- 15 BOTTLES OF | | 01-210-56-00-5620 | 72.90 |
| | | | 02 | SANITIZER | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 72.90 * |
| | 092520-K.BARKSDALE | 08/31/20 | 01 | KONE-AUG 2020 ELEVATOR | | 23-216-54-00-5446 | 160.50 |

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TIME: 11:02:55
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UNITED CITY OF YORKVILLE
MANUAL CHECK REGISTER

| CHECK # | VENDOR # INVOICE # | INVOICE DATE | ITEM # | DESCRIPTION | CHECK DATE | ACCOUNT # | ITEM AMT |
|---------|-----------------------|---------------------------|-----------|--------------------------------|---------------|-------------------|-------------|
| 900094 | FNBO | FIRST NATIONAL BANK OMAHA | | | 09/25/20 | | |
| | 092520-K.GREGORY | 08/31/20 | 42 | WAREHOUSE-SOAP, LENS WIPES | | 01-110-56-00-5610 | 400.75 |
| | | | 43 | PHYSICIANS CARE-DRUG SCREENS | | 52-520-54-00-5462 | 58.00 |
| | | | 44 | PHYSICIANS CARE-DRUG SCREENS | | 82-820-54-00-5462 | 164.00 |
| | | | | INVOICE TOTAL: | | | 13,480.97 * |
| | 092520-L.PICKERING | 08/31/20 | 01 | AMAZON-LABEL MAKER | | 01-110-56-00-5610 | 114.57 |
| | | | 02 | TRIBUNE-PUBLIC HEARING FOR | | 01-110-54-00-5426 | 194.29 |
| | | | 03 | REBUILD ILLINOIS | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 308.86 * |
| | 092520-M.SENG | 08/31/20 | 01 | EJ EQUIP-WASHERS, HOPPERS, | | 01-410-56-00-5628 | 94.88 |
| | | | 02 | NUTS, PINS | | ** COMMENT ** | |
| | | | 03 | SHERWIN-WILLIAMS-TAX TO BE | | 01-000-24-00-2440 | 30.18 |
| | | | 04 | CREDITED BACK TO CARD | | ** COMMENT ** | |
| | | | | INVOICE TOTAL: | | | 125.06 * |
| | 092520-N.DECKER | 08/31/20 | 01 | COMCAST-7/15-8/14 KENCOM LINE | | 01-640-54-00-5449 | 1,173.41 |
| | | | 02 | AT&T-7/25-8/25 SERVICE | | 01-210-54-00-5440 | 289.11 |
| | | | 03 | COMCAST-8/08-9/07 CABLE | | 01-210-54-00-5440 | 4.21 |
| | | | 04 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 05 | RENEWAL-KETCHMARK | | ** COMMENT ** | |
| | | | 06 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 07 | RENEWAL-HAYES | | ** COMMENT ** | |
| | | | 08 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 09 | RENEWAL-MIKOLASEK | | ** COMMENT ** | |
| | | | 10 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 11 | RENEWAL-PRIZENMAIER | | ** COMMENT ** | |
| | | | 12 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 13 | RENEWAL-HUNTER | | ** COMMENT ** | |
| | | | 14 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 15 | RENEWAL-JELENIEWSKI | | ** COMMENT ** | |
| | | | 16 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 17 | RENEWAL-CARLYLE | | ** COMMENT ** | |
| | | | 18 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 19 | RENEWAL-MCMAHON | | ** COMMENT ** | |
| | | | 20 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 21 | RENEWAL-HART | | ** COMMENT ** | |
| | | | 22 | CNA SURETY-NOTARY | | 01-210-54-00-5462 | 30.00 |
| | | | 23 | RENEWAL-KOLOWSKI | | ** COMMENT ** | |
| | | | 24 | SHRED IT-JULY 2020 SHREDDING | | 01-210-54-00-5462 | 180.84 |
| | | | 25 | ACCURINT-JULY 2020 SEARCHES | | 01-210-54-00-5462 | 150.00 |
| | | | | INVOICE TOTAL: | | | 2,097.57 * |
| | 092520-P.RATOS | 08/31/20 | 01 | OSWEGO PRINTING-2,000 BUILDING | | 01-220-56-00-5620 | 265.52 |
| | | | 02 | INSPECTION FORMS | | ** COMMENT ** | |

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UNITED CITY OF YORKVILLE
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| CHECK # | VENDOR # INVOICE # | INVOICE DATE | ITEM # | DESCRIPTION | CHECK DATE | ACCOUNT # | ITEM AMT |
|---------|-----------------------|---------------------------|-----------|--------------------------------|-------------------|---------------------------------|------------|
| 900094 | FNBO | FIRST NATIONAL BANK OMAHA | | | 09/25/20 | | |
| | 092520-R.FREDRICKSON | 08/31/20 | 32 | 610 TOWER LN | | ** COMMENT ** INVOICE TOTAL: | 1,173.48 * |
| | 092520-R.HARMON | 08/31/20 | 01 | MODERN PRESCHOOL-PRE K START | 79-795-56-00-5606 | | 20.00 |
| | | | 02 | UP MATERIALS | ** COMMENT ** | | |
| | | | 03 | AMAZON-PARTY HATS, PENCILS, | 79-795-56-00-5606 | | 39.03 |
| | | | 04 | CLIPS | ** COMMENT ** | | |
| | | | 05 | TPT-CLASSROOM TEACHING AIDS | 79-795-56-00-5606 | | 116.02 |
| | | | 06 | AMAZON-CARPET SITTING SPOTS | 79-795-56-00-5606 | | 23.89 |
| | | | 07 | CREDIT FOR RETURNED BOOKS | 79-795-56-00-5606 | | -44.99 |
| | | | 08 | AMAZON-STORAGE CART | 79-795-56-00-5606 | | 144.99 |
| | | | 09 | AMAZON-MASKING TAPE | 79-795-56-00-5606 | | 5.99 |
| | | | 10 | WALMART-CARDSTOCK, TABLE | 79-795-56-00-5606 | | 43.51 |
| | | | 11 | CLOTHES, MASKING TAPE | ** COMMENT ** | | |
| | | | 12 | AMAZON-MOBILE CART | 79-795-56-00-5606 | | 79.33 |
| | | | 13 | AMAZON-SNACK BAGS, LESSON | 79-795-56-00-5606 | | 40.85 |
| | | | 14 | PLAN BOOKS | ** COMMENT ** | | |
| | | | 15 | AMAZON-PLANNERS, ERASERS, | 79-795-56-00-5606 | | 148.69 |
| | | | 16 | SHEET PROTECTORS, BINDERS | ** COMMENT ** | | |
| | | | 17 | STAPLES-INDEX PAPER | 79-795-56-00-5606 | | 13.48 |
| | | | 18 | STAPLES-SHIPPIING BOXES | 79-795-56-00-5606 | | 99.92 |
| | | | 19 | STAPLES-HOOKS, UTILITY CART | 79-795-56-00-5606 | | 86.28 |
| | | | 20 | WAYFAIR-TEACHING CARTS | 79-795-56-00-5606 | | 253.98 |
| | | | 21 | AMAZON-FIRE HD TABLETS | 79-795-56-00-5606 | | 359.96 |
| | | | 22 | AMAZON-LEGO EDUCATION | 79-795-56-00-5606 | | 239.95 |
| | | | 23 | DISCOUNT SCHOOL-CONSTRUCTION | 79-795-56-00-5606 | | 32.25 |
| | | | 24 | PAPER | ** COMMENT ** | | |
| | | | 25 | WALMART-PRESCHOOL SNACKS | 79-795-56-00-5606 | | 35.88 |
| | | | 26 | AMAZON-STANDING DESK CHAIR | 79-795-56-00-5606 | | 99.99 |
| | | | | | INVOICE TOTAL: | | 1,839.00 * |
| | 092520-R.MIKOLASEK | 08/30/20 | 01 | POWER DMS-POWER DMS PRO SET UP | 01-210-54-00-5462 | | 4,997.55 |
| | | | 02 | LICENSE AND TRAINING | ** COMMENT ** | | |
| | | | 03 | IACP-2020 ONLINE TRAING AND | 01-210-54-00-5460 | | 390.00 |
| | | | 04 | MEMBERSHIP RENEWAL | ** COMMENT ** | | |
| | | | | | INVOICE TOTAL: | | 5,387.55 * |
| | 092520-S.IWANSKI | 08/31/20 | 01 | YORKVILLE POST-BOOK POSTAGE | 82-820-54-00-5452 | | 239.08 |
| | | | | | INVOICE TOTAL: | | 239.08 * |
| | 092520-S.RAASCH | 08/31/20 | 01 | WAREHOUSE DIRECT-BATHROOM | 23-216-56-00-5656 | | 39.16 |
| | | | 02 | SOAP | ** COMMENT ** | | |
| | | | | | INVOICE TOTAL: | | 39.16 * |
| | 092520-S.REDMON | 08/31/20 | 01 | ARNESON#292740-JUN 2020 GAS | 79-790-56-00-5695 | | 167.68 |

Total for all Highlighted Library Invoices : \$2,540.07

DATE: 10/06/20
TIME: 10:10:49
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

CHECK DATE: 10/12/20

| CHECK # | VENDOR # | INVOICE NUMBER | INVOICE DATE | ITEM # | DESCRIPTION | ACCOUNT # | ITEM AMT |
|---------|------------|------------------------|-----------------|-----------|-----------------------------|-------------------|----------|
| 104933 | BAKTAY | BAKER & TAYLOR | | | | | |
| | 2035352767 | | 09/16/20 | 01 | BOOKS | 84-840-56-00-5686 | 288.80 |
| | | | | | INVOICE TOTAL: | | 288.80 * |
| | 2035396459 | | 08/05/20 | 01 | BOOKS | 84-840-56-00-5686 | 486.83 |
| | | | | | INVOICE TOTAL: | | 486.83 * |
| | 2035442600 | | 08/28/20 | 01 | BOOKS | 84-840-56-00-5686 | 459.66 |
| | | | | | INVOICE TOTAL: | | 459.66 * |
| | 2035452893 | | 08/31/20 | 01 | BOOKS | 82-000-24-00-2480 | 616.27 |
| | | | | | INVOICE TOTAL: | | 616.27 * |
| | 2035468573 | | 09/04/20 | 01 | BOOKS | 84-840-56-00-5686 | 510.17 |
| | | | | | INVOICE TOTAL: | | 510.17 * |
| | 2035480910 | | 09/12/20 | 01 | BOOKS | 84-840-56-00-5686 | 263.49 |
| | | | | 02 | BOOKS | 82-000-24-00-2480 | 50.86 |
| | | | | | INVOICE TOTAL: | | 314.35 * |
| | 2035481946 | | 09/14/20 | 01 | BOOKS | 84-840-56-00-5686 | 865.88 |
| | | | | | INVOICE TOTAL: | | 865.88 * |
| | 2035496274 | | 09/21/20 | 01 | BOOKS | 84-840-56-00-5686 | 455.87 |
| | | | | | INVOICE TOTAL: | | 455.87 * |
| | | | | | CHECK TOTAL: | | 3,997.83 |
| 104934 | BOOKPAGE | PROMOTION, INC. | | | | | |
| | S50082 | | 10/01/20 | 01 | ANNUAL SUBSCRIPTION RENEWAL | 82-000-24-00-2480 | 588.00 |
| | | | | | INVOICE TOTAL: | | 588.00 * |
| | | | | | CHECK TOTAL: | | 588.00 |
| 104935 | COLLLAND | COLLEGIATE LANDSCAPING | | | | | |

DATE: 10/06/20
TIME: 10:10:49
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UNITED CITY OF YORKVILLE
CHECK REGISTER

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| CHECK # | VENDOR # | INVOICE NUMBER | INVOICE DATE | ITEM # | DESCRIPTION | ACCOUNT # | ITEM AMT |
|---------|--------------|--------------------------|-----------------|-----------|------------------------------|-------------------|------------|
| 104935 | COLLLAND | COLLEGIATE LANDSCAPING | | | | | |
| | 091420 | | 09/16/20 | 01 | 66% OF TOTOAL INVOICE AMOUNT | 82-820-54-00-5495 | 1,689.60 |
| | | | | 02 | OF \$2,560.00 FOR FALL | ** COMMENT ** | |
| | | | | 03 | LANDSCAPING | ** COMMENT ** | |
| | | | | | INVOICE TOTAL: | | 1,689.60 * |
| | | | | | CHECK TOTAL: | | 1,689.60 |
| 104936 | EBSCO | EBSCO INDUSTRIES, INC. | | | | | |
| | 1000137656-1 | | 09/16/20 | 01 | RESEARCH DATABASE RENEWAL | 82-820-54-00-5460 | 1,541.00 |
| | | | | | INVOICE TOTAL: | | 1,541.00 * |
| | | | | | CHECK TOTAL: | | 1,541.00 |
| 104937 | FVFS | FOX VALLEY FIRE & SAFETY | | | | | |
| | IN00383786 | | 09/28/20 | 01 | ANNULA FIRE ALARM INSPECTION | 82-820-54-00-5495 | 1,010.00 |
| | | | | | INVOICE TOTAL: | | 1,010.00 * |
| | | | | | CHECK TOTAL: | | 1,010.00 |
| 104938 | MENLAND | MENARDS - YORKVILLE | | | | | |
| | 95243 | | 09/18/20 | 01 | GARDEN DECORATIONS | 82-820-54-00-5495 | 38.65 |
| | | | | | INVOICE TOTAL: | | 38.65 * |
| | | | | | CHECK TOTAL: | | 38.65 |
| 104939 | MIDWTAPE | MIDWEST TAPE | | | | | |
| | 99302264 | | 08/25/20 | 01 | DVDS | 84-840-56-00-5685 | 115.19 |
| | | | | 02 | AUDIO BOOKS | 84-840-56-00-5683 | 39.99 |
| | | | | | INVOICE TOTAL: | | 155.18 * |
| | 99329349 | | 09/01/20 | 01 | AUDIO BOOKS | 84-840-56-00-5683 | 79.98 |
| | | | | | INVOICE TOTAL: | | 79.98 * |

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UNITED CITY OF YORKVILLE
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| CHECK # | VENDOR # | INVOICE NUMBER | INVOICE DATE | ITEM # | DESCRIPTION | ACCOUNT # | ITEM AMT |
|---------|----------|--------------------------------|-----------------|-----------|--------------------------------|-------------------|------------|
| 104939 | MIDWTAPE | MIDWEST TAPE | | | | | |
| | 99355409 | | 09/08/20 | 01 | DVDS | 84-840-56-00-5685 | 18.74 |
| | | | | | INVOICE TOTAL: | | 18.74 * |
| | 99355460 | | 09/08/20 | 01 | AUDIO BOOKS | 84-840-56-00-5683 | 39.99 |
| | | | | 02 | DVDS | 84-840-56-00-5685 | 101.20 |
| | | | | | INVOICE TOTAL: | | 141.19 * |
| | 99387124 | | 09/15/20 | 01 | AUDIO BOOKS | 84-840-56-00-5683 | 34.99 |
| | | | | | INVOICE TOTAL: | | 34.99 * |
| | 99413023 | | 09/22/20 | 01 | CDS | 84-840-56-00-5684 | 9.99 |
| | | | | | INVOICE TOTAL: | | 9.99 * |
| | 99413025 | | 09/22/20 | 01 | AUDIO BOOKS | 84-840-56-00-5683 | 29.99 |
| | | | | 02 | DVDS | 84-840-56-00-5685 | 20.24 |
| | | | | | INVOICE TOTAL: | | 50.23 * |
| | | | | | CHECK TOTAL: | | 490.30 |
| 104940 | PRAIRCAT | PRAIRIECAT | | | | | |
| | 7042 | | 10/01/20 | 01 | OCT-DEC 2020 PARTICIPATION FEE | 82-820-54-00-5468 | 3,801.25 |
| | | | | | INVOICE TOTAL: | | 3,801.25 * |
| | | | | | CHECK TOTAL: | | 3,801.25 |
| 104941 | RIVISTAS | RIVISTAS SUBSCRIPTION SERVICES | | | | | |
| | 11210 | | 06/18/20 | 01 | MAGAZINE SUBSCRIPTION RENEWALS | 82-820-54-00-5460 | 1,479.21 |
| | | | | | INVOICE TOTAL: | | 1,479.21 * |
| | | | | | CHECK TOTAL: | | 1,479.21 |
| 104942 | RJONEIL | R.J. O'NEIL, INC. | | | | | |

DATE: 10/06/20
TIME: 10:10:49
PRG ID: AP215000.WOW

UNITED CITY OF YORKVILLE
CHECK REGISTER

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| CHECK # | VENDOR # | INVOICE NUMBER | INVOICE DATE | ITEM # | DESCRIPTION | ACCOUNT # | ITEM AMT | |
|---------|------------|----------------------------|-----------------|-----------|------------------------------|-------------------|------------|-----------|
| 104942 | RJONEIL | R.J. O'NEIL, INC. | | | | | | |
| | 00112740 | | 09/28/20 | 01 | HVAC REPAIR | 82-820-54-00-5495 | 1,508.72 | |
| | | | | | INVOICE TOTAL: | | 1,508.72 * | |
| | | | | | CHECK TOTAL: | | | 1,508.72 |
| 104943 | THYSSEN | THYSSENKRUPP ELEVATOR CORP | | | | | | |
| | 6000448911 | | 06/18/20 | 01 | ELEVATOR FIRE ALARM REPAIR | 82-820-54-00-5495 | 499.00 | |
| | | | | | INVOICE TOTAL: | | 499.00 * | |
| | | | | | CHECK TOTAL: | | | 499.00 |
| 104944 | YOUNGM | MARLYS J. YOUNG | | | | | | |
| | 091020 | | 09/26/20 | 01 | 09/10/20 LIB MEETING MINUTES | 82-820-54-00-5462 | 60.00 | |
| | | | | | INVOICE TOTAL: | | 60.00 * | |
| | 091420 | | 09/29/20 | 01 | 9/14/20 MEETING MINUTES | 82-820-54-00-5462 | 114.75 | |
| | | | | | INVOICE TOTAL: | | 114.75 * | |
| | 092920 | | 10/02/20 | 01 | 9/29/20 MEETING MINUTES | 82-820-54-00-5462 | 41.75 | |
| | | | | | INVOICE TOTAL: | | 41.75 * | |
| | | | | | CHECK TOTAL: | | | 216.50 |
| | | | | | TOTAL AMOUNT PAID: | | | 16,860.06 |



UNITED CITY OF YORKVILLE

PAYROLL SUMMARY

September 4, 2020

| | REGULAR | OVERTIME | TOTAL | IMRF | FICA | TOTALS |
|----------------|---------------|-------------|---------------|--------------|--------------|---------------|
| ADMINISTRATION | \$ 19,610.10 | \$ - | 19,610.10 | \$ 2,198.81 | \$ 1,451.42 | \$ 23,260.33 |
| FINANCE | 10,703.46 | - | 10,703.46 | 1,212.32 | 800.64 | \$ 12,716.42 |
| POLICE | 114,249.25 | 2,792.93 | 117,042.18 | 828.23 | 8,598.20 | \$ 126,468.61 |
| COMMUNITY DEV. | 19,119.70 | - | 19,119.70 | 2,169.17 | 1,421.70 | \$ 22,710.57 |
| STREETS | 15,949.37 | 98.95 | 16,048.32 | 1,792.60 | 1,167.11 | \$ 19,008.03 |
| WATER | 16,277.75 | 176.65 | 16,454.40 | 1,854.71 | 1,208.42 | \$ 19,517.53 |
| SEWER | 8,903.09 | - | 8,903.09 | 994.47 | 640.68 | \$ 10,538.24 |
| PARKS | 21,233.63 | 88.32 | 21,321.95 | 2,392.83 | 1,554.03 | \$ 25,268.81 |
| RECREATION | 14,204.40 | - | 14,204.40 | 1,536.88 | 1,061.58 | \$ 16,802.86 |
| LIBRARY | 15,335.65 | - | 15,335.65 | 1,193.40 | 1,150.65 | \$ 17,679.70 |
| TOTALS | \$ 255,586.40 | \$ 3,156.85 | \$ 258,743.25 | \$ 16,173.42 | \$ 19,054.43 | \$ 293,971.10 |

TOTAL PAYROLL \$ 293,971.10



UNITED CITY OF YORKVILLE PAYROLL SUMMARY September 18, 2020

| | REGULAR | OVERTIME | TOTAL | IMRF | FICA | TOTALS |
|-------------------|----------------------|--------------------|----------------------|---------------------|---------------------|----------------------|
| MAYOR & LIQ. COM. | \$ 908.34 | \$ - | \$ 908.34 | \$ - | \$ 69.49 | \$ 977.83 |
| ALDERMAN | 3,900.00 | - | 3,900.00 | - | 298.35 | 4,198.35 |
| ADMINISTRATION | 19,798.66 | - | 19,798.66 | 2,211.50 | 1,460.12 | 23,470.28 |
| FINANCE | 10,870.14 | - | 10,870.14 | 1,214.19 | 801.91 | 12,886.24 |
| POLICE | 117,987.26 | 5,577.11 | 123,564.37 | 547.75 | 9,153.88 | 133,266.00 |
| COMMUNITY DEV. | 19,119.68 | - | 19,119.68 | 2,135.67 | 1,398.74 | 22,654.09 |
| STREETS | 15,949.38 | - | 15,949.38 | 1,781.55 | 1,159.54 | 18,890.47 |
| WATER | 17,027.75 | - | 17,027.75 | 1,902.00 | 1,240.82 | 20,170.57 |
| SEWER | 8,903.10 | - | 8,903.10 | 994.47 | 640.68 | 10,538.25 |
| PARKS | 21,233.62 | 184.99 | 21,418.61 | 2,392.46 | 1,553.77 | 25,364.84 |
| RECREATION | 14,276.90 | - | 14,276.90 | 1,515.43 | 1,087.92 | 16,880.25 |
| LIBRARY | 16,237.51 | - | 16,237.51 | 1,176.64 | 1,208.19 | 18,622.34 |
| TOTALS | \$ 266,212.34 | \$ 5,762.10 | \$ 271,974.44 | \$ 15,871.66 | \$ 20,073.41 | \$ 307,919.51 |

TOTAL PAYROLL \$ 307,919.51



YORKVILLE LIBRARY BOARD

BILL LIST SUMMARY

Monday, October 12, 2020

ACCOUNTS PAYABLE

| | | |
|---|------------|-------------------|
| Library CC Check Register (Pages 1 - 5) | 09/25/2020 | \$2,540.07 |
| Library Check Register (Pages 6 - 9) | 10/12/2020 | 16,860.06 |
| Metlife - Sept. 2020 Dental Ins. | 09/08/2020 | 526.83 |
| Delage - Aug. 2020 Copier Lease | 09/08/2020 | 194.48 |
| Delage - Sept. 2020 Copier Lease | 09/08/2020 | 194.48 |
| Glatfelter Liability Ins. -Installment #9 | 09/08/2020 | 918.69 |
| IPRF - Oct. 2020 Workers Comp | 09/08/2020 | 992.37 |
| Lincoln Financial -Sept. 2020 Life Ins | 09/22/2020 | 28.94 |
| Menards - Wipes | 09/22/2020 | 83.76 |
| Marlys Young - 8/27/20 Meeting Minutes | 09/22/2020 | 57.00 |
| Nicor -08/02/20-08/31/20 services | 09/22/2020 | 734.90 |
| TOTAL BILLS PAID: | | <hr/> \$23,131.58 |

PAYROLL

| | <u>DATE</u> | |
|-----------------------|-------------|-------------------|
| Bi-weekly (Page 10) | 09/04/2020 | \$ 17,679.70 |
| Bi-weekly (Page 11) | 09/18/2020 | 18,622.34 |
| TOTAL PAYROLL: | | <hr/> \$36,302.04 |

| | |
|-----------------------------|--------------------------------|
| TOTAL DISBURSEMENTS: | <hr/> \$59,433.62 <hr/> |
|-----------------------------|--------------------------------|



**UNITED CITY OF YORKVILLE
FISCAL YEAR 2021 BUDGET REPORT
For the Month Ended September 30, 2020**

| % of Fiscal Year | | 8% | 17% | 25% | 33% | 42% | Year-to-Date | FISCAL YEAR 2021 | |
|-----------------------------|-----------------------------|--------|---------|---------|-----------|--------------|--------------|------------------|-------------|
| ACCOUNT NUMBER | DESCRIPTION | May-20 | June-20 | July-20 | August-20 | September-20 | Totals | BUDGET | % of Budget |
| LIBRARY OPERATIONS REVENUES | | | | | | | | | |
| Taxes | | | | | | | | | |
| 82-000-40-00-4000 | PROPERTY TAXES | - | 351,569 | 27,832 | 31,873 | 298,065 | 709,338 | 739,047 | 95.98% |
| 82-000-40-00-4083 | PROPERTY TAXES-DEBT SERVICE | - | 393,438 | 31,146 | 35,669 | 333,562 | 793,816 | 822,953 | 96.46% |
| Intergovernmental | | | | | | | | | |
| 82-000-41-00-4120 | PERSONAL PROPERTY TAX | 800 | - | 831 | 614 | - | 2,245 | 5,250 | 42.76% |
| 82-000-41-00-4170 | STATE GRANTS | - | - | - | - | 21,151 | 21,151 | 20,000 | 105.76% |
| Fines & Forfeits | | | | | | | | | |
| 82-000-43-00-4330 | LIBRARY FINES | - | 1,072 | - | 526 | 56 | 1,654 | 8,500 | 19.45% |
| Charges for Service | | | | | | | | | |
| 82-000-44-00-4401 | LIBRARY SUBSCRIPTION CARDS | - | 476 | 175 | 342 | 168 | 1,161 | 8,500 | 13.66% |
| 82-000-44-00-4422 | COPY FEES | - | 3 | - | 325 | 7 | 335 | 3,800 | 8.81% |
| Investment Earnings | | | | | | | | | |
| 82-000-45-00-4500 | INVESTMENT EARNINGS | 203 | 142 | 136 | 103 | 102 | 685 | 8,959 | 7.65% |
| Miscellaneous | | | | | | | | | |
| 82-000-48-00-4820 | RENTAL INCOME | - | - | - | - | - | - | 1,750 | 0.00% |
| 82-000-48-00-4850 | MISCELLANEOUS INCOME | - | 324 | - | - | 50 | 374 | 2,000 | 18.69% |
| Other Financing Sources | | | | | | | | | |
| 82-000-49-00-4901 | TRANSFER FROM GENERAL | 5,911 | 1,911 | 2,244 | 1,911 | 1,911 | 13,888 | 26,584 | 52.24% |
| TOTAL REVENUES: LIBRARY | | 6,914 | 748,934 | 62,364 | 71,363 | 655,073 | 1,544,647 | 1,647,343 | 93.77% |

LIBRARY OPERATIONS EXPENDITURES

| | | | | | | | | | | |
|-----------------------------|-------------------------------|--|--------|--------|--------|--------|--------|---------|---------|---------|
| <i>Salaries & Wages</i> | | | | | | | | | | |
| 82-820-50-00-5010 | SALARIES & WAGES | | 31,602 | 21,068 | 21,068 | 21,068 | 21,068 | 115,874 | 289,742 | 39.99% |
| 82-820-50-00-5015 | PART-TIME SALARIES | | 19,929 | 9,261 | 9,829 | 10,986 | 10,505 | 60,510 | 190,000 | 31.85% |
| <i>Benefits</i> | | | | | | | | | | |
| 82-820-52-00-5212 | RETIREMENT PLAN CONTRIBUTION | | 3,547 | 2,370 | 2,370 | 2,370 | 2,370 | 13,027 | 32,779 | 39.74% |
| 82-820-52-00-5214 | FICA CONTRIBUTION | | 3,886 | 2,264 | 2,307 | 2,396 | 2,359 | 13,211 | 35,952 | 36.75% |
| 82-820-52-00-5216 | GROUP HEALTH INSURANCE | | 10,625 | 9,593 | 9,007 | 4,655 | 4,561 | 38,443 | 76,764 | 50.08% |
| 82-820-52-00-5222 | GROUP LIFE INSURANCE | | 29 | 29 | 29 | 29 | 29 | 145 | 387 | 37.40% |
| 82-820-52-00-5223 | DENTAL INSURANCE | | 527 | 527 | 396 | 527 | 527 | 2,503 | 6,322 | 39.60% |
| 82-820-52-00-5224 | VISION INSURANCE | | 169 | 84 | 84 | 84 | - | 422 | 1,012 | 41.67% |
| 82-820-52-00-5230 | UNEMPLOYMENT INSURANCE | | 333 | - | 333 | - | - | 666 | 750 | 88.77% |
| 82-820-52-00-5231 | LIABILITY INSURANCE | | 5,578 | 1,911 | 1,911 | 1,911 | 1,911 | 13,222 | 25,834 | 51.18% |
| <i>Contractual Services</i> | | | | | | | | | | |
| 82-820-54-00-5412 | TRAINING & CONFERENCES | | - | - | - | - | - | - | 3,000 | 0.00% |
| 82-820-54-00-5415 | TRAVEL & LODGING | | - | - | - | - | - | - | 1,500 | 0.00% |
| 82-820-54-00-5426 | PUBLISHING & ADVERTISING | | - | 228 | 567 | 35 | - | 830 | 2,500 | 33.20% |
| 82-820-54-00-5440 | TELECOMMUNICATIONS | | - | - | 609 | 420 | 4,127 | 5,156 | 7,200 | 71.61% |
| 82-820-54-00-5452 | POSTAGE & SHIPPING | | - | - | 7 | 5 | 239 | 252 | 750 | 33.56% |
| 82-820-54-00-5460 | DUES & SUBSCRIPTIONS | | 593 | 185 | 248 | 51 | 284 | 1,361 | 11,000 | 12.37% |
| 82-820-54-00-5462 | PROFESSIONAL SERVICES | | 3,865 | 986 | 1,771 | 210 | 4,511 | 11,342 | 40,000 | 28.35% |
| 82-820-54-00-5466 | LEGAL SERVICES | | - | - | - | 338 | - | 338 | 3,000 | 11.25% |
| 82-820-54-00-5468 | AUTOMATION | | 2,366 | - | 4,105 | 503 | 37 | 7,011 | 20,000 | 35.06% |
| 82-820-54-00-5480 | UTILITIES | | - | - | 600 | 1,281 | 735 | 2,617 | 11,798 | 22.18% |
| 82-820-54-00-5495 | OUTSIDE REPAIR & MAINTENANCE | | - | - | 2,195 | 462 | 4,436 | 7,092 | 50,000 | 14.18% |
| 82-820-54-00-5498 | PAYING AGENT FEES | | - | 1,556 | 589 | - | - | 2,145 | 1,700 | 126.15% |
| <i>Supplies</i> | | | | | | | | | | |
| 82-820-56-00-5610 | OFFICE SUPPLIES | | - | 311 | 69 | 144 | 438 | 962 | 8,000 | 12.03% |
| 82-820-56-00-5620 | OPERATING SUPPLIES | | - | 78 | - | 152 | 532 | 762 | 4,000 | 19.04% |
| 82-820-56-00-5621 | CUSTODIAL SUPPLIES | | - | 895 | 1,028 | 306 | 1,636 | 3,864 | 7,000 | 55.21% |
| 82-820-56-00-5635 | COMPUTER EQUIPMENT & SOFTWARE | | - | - | - | - | - | - | 2,000 | 0.00% |
| 82-820-56-00-5671 | LIBRARY PROGRAMMING | | - | - | 55 | - | 81 | 135 | 2,000 | 6.77% |
| 82-820-56-00-5675 | EMPLOYEE RECOGNITION | | - | - | - | - | - | - | 300 | 0.00% |
| 82-820-56-00-5685 | DVD'S | | - | - | - | - | - | - | 500 | 0.00% |
| 82-820-56-00-5686 | BOOKS | | - | - | 106 | - | - | 106 | 1,500 | 7.08% |
| <i>2006 Bond</i> | | | | | | | | | | |
| 82-820-84-00-8000 | PRINCIPAL PAYMENT | | - | - | - | - | - | - | 75,000 | 0.00% |
| 82-820-84-00-8050 | INTEREST PAYMENT | | - | 10,119 | - | - | - | 10,119 | 20,238 | 50.00% |



**UNITED CITY OF YORKVILLE
FISCAL YEAR 2021 BUDGET REPORT
For the Month Ended September 30, 2020**

| % of Fiscal Year | | 8% | 17% | 25% | 33% | 42% | Year-to-Date | FISCAL YEAR 2021 | |
|-------------------------|-------------------|----------|---------|---------|-----------|--------------|--------------|------------------|-------------|
| ACCOUNT NUMBER | DESCRIPTION | May-20 | June-20 | July-20 | August-20 | September-20 | Totals | BUDGET | % of Budget |
| 2013 Refunding Bond | | | | | | | | | |
| 82-820-99-00-8000 | PRINCIPAL PAYMENT | - | - | - | - | - | - | 610,000 | 0.00% |
| 82-820-99-00-8050 | INTEREST PAYMENT | - | 60,925 | - | - | - | 60,925 | 121,850 | 50.00% |
| | | | | | | | | | |
| TOTAL FUND REVENUES | | 6,914 | 748,934 | 62,364 | 71,363 | 655,073 | 1,544,647 | 1,647,343 | 93.77% |
| TOTAL FUND EXPENDITURES | | 83,048 | 122,390 | 59,284 | 47,931 | 60,385 | 373,037 | 1,664,378 | 22.41% |
| FUND SURPLUS (DEFICIT) | | (76,134) | 626,544 | 3,080 | 23,431 | 594,688 | 1,171,610 | (17,035) | |

LIBRARY CAPITAL REVENUES

| | | | | | | | | | |
|--|----------------------|-------|-------|-------|--------|--------|--------|--------|--------|
| 84-000-42-00-4214 | DEVELOPMENT FEES | 3,500 | 1,500 | 7,900 | 17,900 | 16,050 | 46,850 | 50,000 | 93.70% |
| 84-000-45-00-4500 | INVESTMENT EARNINGS | 16 | 15 | 17 | 14 | 17 | 79 | 500 | 15.84% |
| 84-000-48-00-4850 | MISCELLANEOUS INCOME | - | 26 | - | - | - | 26 | - | 0.00% |
| TOTAL REVENUES: LIBRARY CAPITAL | | 3,516 | 1,541 | 7,917 | 17,914 | 16,067 | 46,955 | 50,500 | 92.98% |

LIBRARY CAPITAL EXPENDITURES

| | | | | | | | | | |
|-------------------|-------------------------------|---|-------|-----|-------|-----|-------|--------|--------|
| 84-840-54-00-5460 | E-BOOK SUBSCRIPTIONS | - | - | - | - | - | - | 3,500 | 0.00% |
| 84-840-56-00-5635 | COMPUTER EQUIPMENT & SOFTWARE | - | 1,326 | - | - | - | 1,326 | 15,000 | 8.84% |
| 84-840-56-00-5683 | AUDIO BOOKS | - | 155 | 271 | 40 | 190 | 656 | 3,500 | 18.75% |
| 84-840-56-00-5684 | COMPACT DISCS & OTHER MUSIC | - | 16 | - | - | 14 | 30 | 500 | 6.00% |
| 84-840-56-00-5685 | DVD'S | - | 420 | 361 | 25 | 239 | 1,045 | 3,000 | 34.83% |
| 84-840-56-00-5686 | BOOKS | - | 1,046 | 404 | 2,999 | - | 4,448 | 50,000 | 8.90% |

| | | | | | | | | | |
|--------------------------------|--|-------|---------|-------|--------|--------|--------|----------|--------|
| TOTAL FUND REVENUES | | 3,516 | 1,541 | 7,917 | 17,914 | 16,067 | 46,955 | 50,500 | 92.98% |
| TOTAL FUND EXPENDITURES | | - | 2,963 | 1,036 | 3,064 | 443 | 7,506 | 75,500 | 9.94% |
| FUND SURPLUS (DEFICIT) | | 3,516 | (1,422) | 6,880 | 14,851 | 15,624 | 39,449 | (25,000) | |



YORKVILLE PUBLIC LIBRARY
STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS
For the Month Ended September 30, 2020 *

| | | | | Fiscal Year 2020 | | | | | | |
|---|----|---------|----|--|----------|----|-----------|----|-----------|----------|
| | | | | For the Month Ended September 30, 2019 | | | | | | |
| | | | | YTD Actual | % Change | | | | | |
| | | | | | | | | | | |
| LIBRARY OPERATIONS FUND (82) | | | | | | | | | | |
| | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Property Taxes | \$ | 631,627 | \$ | 1,503,154 | 96.2% | \$ | 1,562,000 | \$ | 1,434,295 | 4.80% |
| Intergovernmental | | | | | | | | | | |
| Personal Property Replacement Tax | \$ | - | \$ | 2,245 | 42.8% | \$ | 5,250 | \$ | 2,426 | -7.45% |
| State Grants | | 21,151 | | 21,151 | 105.8% | | 20,000 | | 21,151 | 0.00% |
| Total Intergovernmental | \$ | 21,151 | \$ | 23,396 | 92.7% | \$ | 25,250 | \$ | 23,577 | -0.77% |
| Library Fines | \$ | 56 | \$ | 1,654 | 19.5% | \$ | 8,500 | \$ | 3,586 | -53.89% |
| Charges for Services | | | | | | | | | | |
| Library Subscription Cards | \$ | 168 | \$ | 1,161 | 13.7% | \$ | 8,500 | \$ | 4,911 | -76.36% |
| Copy Fees | | 7 | | 335 | 8.8% | | 3,800 | | 1,720 | -80.54% |
| Program Fees | | - | | - | 0.0% | | - | | 58 | -100.00% |
| Total Charges for Services | \$ | 175 | \$ | 1,496 | 12.2% | \$ | 12,300 | \$ | 6,689 | -77.64% |
| Investment Earnings | \$ | 102 | \$ | 685 | 7.6% | \$ | 8,959 | \$ | 4,688 | -85.38% |
| Reimbursements/Miscellaneous/Transfers In | | | | | | | | | | |
| Miscellaneous Reimbursements | \$ | - | \$ | - | 0.0% | \$ | - | \$ | - | 0.00% |
| Rental Income | | - | | - | 0.0% | | 1,750 | | 375 | -100.00% |
| Miscellaneous Income | | 50 | | 374 | 18.7% | | 2,000 | | 2,404 | -84.45% |
| Transfers In | | 1,911 | | 13,888 | 52.2% | | 26,584 | | 13,079 | 6.19% |
| Total Miscellaneous & Transfers | \$ | 1,961 | \$ | 14,262 | 47.0% | \$ | 30,334 | \$ | 15,857 | -10.06% |
| Total Revenues and Transfers | | | | | | | | | | |
| | \$ | 655,073 | \$ | 1,544,647 | 93.8% | \$ | 1,647,343 | \$ | 1,488,692 | 3.76% |
| Expenditures | | | | | | | | | | |
| Library Operations | \$ | 60,385 | \$ | 373,037 | 22.4% | \$ | 1,664,378 | \$ | 387,671 | -3.77% |
| 50 Salaries | | 31,573 | | 176,384 | 36.8% | | 479,742 | | 185,334 | -4.83% |
| 52 Benefits | | 11,757 | | 81,638 | 45.4% | | 179,800 | | 73,746 | 10.70% |
| 54 Contractual Services | | 14,368 | | 38,142 | 25.0% | | 152,448 | | 42,030 | -9.25% |
| 56 Supplies | | 2,686 | | 5,830 | 23.0% | | 25,300 | | 5,555 | 4.95% |
| 99 Debt Service | | - | | 71,044 | 8.6% | | 827,088 | | 81,006 | -12.30% |
| Total Expenditures and Transfers | | | | | | | | | | |
| | \$ | 60,385 | \$ | 373,037 | 22.4% | \$ | 1,664,378 | \$ | 387,671 | -3.77% |
| Surplus(Deficit) | | | | | | | | | | |
| | \$ | 594,688 | \$ | 1,171,610 | | \$ | (17,035) | \$ | 1,101,021 | |

* September represents 42% of fiscal year 2021



YORKVILLE PUBLIC LIBRARY

CASH STATEMENT

As of September 30, 2020

FISCAL YEAR 2021

| | | May 2020 | June 2020 | July 2020 | August 2020 | September 2020 | October 2020 | November 2020 | December 2020 | January 2021 | February 2021 | March 2021 | April 2021 |
|---------------------------|----------------|-------------|--------------|--------------|----------------|-------------------|-----------------|------------------|------------------|-----------------|------------------|---------------|---------------|
| Library Operations | Old Second | \$ 321,123 | \$ 629,168 | \$ 588,982 | \$ 575,506 | \$ 874,784 | | | | | | | |
| Building Development Fees | Old Second | 123,389 | 123,967 | 123,713 | 120,664 | 146,038 | | | | | | | |
| Library Operations | IMET * | 4,126 | 4,126 | 4,126 | 4,126 | 4,126 | | | | | | | |
| Library Operations | Illinois Funds | 236,679 | 236,766 | 236,816 | 236,848 | 258,024 | | | | | | | |
| Total: | | \$ 685,315 | \$ 994,026 | \$ 953,637 | \$ 937,144 | \$ 1,282,972 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

* Restricted

PAYROLL

| | | | | | | | | | | | | | |
|----------------------------|--|-----------|-----------|-----------|-----------|-----------|------|------|------|------|------|------|------|
| 1 ST PAY PERIOD | | \$ 19,794 | \$ 17,836 | \$ 17,494 | \$ 18,360 | \$ 17,830 | | | | | | | |
| 2 ND PAY PERIOD | | 19,653 | 17,277 | 18,230 | 18,459 | 18,622 | | | | | | | |
| 3 RD PAY PERIOD | | 19,667 | - | - | - | - | | | | | | | |
| Total | | \$ 59,113 | \$ 35,113 | \$ 35,724 | \$ 36,819 | \$ 36,452 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

ACTIVITY THROUGH FISCAL PERIOD 05

| PER. | JOURNAL # | ENTRY DATE | ITEM | TRANSACTION DESCRIPTION | VENDOR | CHECK | INVOICE | DEBIT | CREDIT |
|-------------------|-------------|------------|-------------------|---------------------------------|---------------------|--------|--------------------|----------|-----------|
| 82-000-24-00-2480 | (L) | ESCROW - | MEMORIALS & GIFTS | | | | | | |
| 01 | | 05/01/2020 | | BEGINNING BALANCE | | | | | 49,444.29 |
| | AP-200525MB | 05/19/2020 | 13 | BREAKOUT-EDU KIT REFUND | FIRST NATIONAL BANK | 900088 | 052520-E.TOPPER-B | | 160.88 |
| | | | | TOTAL PERIOD 01 ACTIVITY | | | | 0.00 | 160.88 |
| 02 | AP-200625MB | 06/16/2020 | 101 | AMAZON-FIRE 7 TABLET | FIRST NATIONAL BANK | 900090 | 062520-E.TOPPER-B | 47.49 | |
| | GJ-200630LB | 07/02/2020 | 05 | June 2020 Deposits | | | | | 196.19 |
| | | | | TOTAL PERIOD 02 ACTIVITY | | | | 47.49 | 196.19 |
| 03 | AP-200713 | 07/07/2020 | 01 | BOOKS | BAKER & TAYLOR | 104898 | 2035272564 | 673.42 | |
| | | 07/07/2020 | 02 | BOOKS | BAKER & TAYLOR | 104898 | 2035278024 | 554.19 | |
| | AP-200725M | 07/16/2020 | 213 | AMAZON-ROCKING CHAIR | FIRST NATIONAL BANK | 900092 | 072520-E.TOPPER | 44.99 | |
| | | 07/16/2020 | 214 | AMAZON-ADDRESS LABELS, | FIRST NATIONAL BANK | 900092 | 072520-E.TOPPER | 76.36 | |
| | | 07/16/2020 | 215 | AMAZON-ELECTRONIC KEYBOARD | FIRST NATIONAL BANK | 900092 | 072520-E.TOPPER | 82.99 | |
| | | 07/16/2020 | 216 | AMAZON-GAMES, CARDS | FIRST NATIONAL BANK | 900092 | 072520-E.TOPPER | 36.93 | |
| | | 07/16/2020 | 217 | AMAZON-SENSORY BALL | FIRST NATIONAL BANK | 900092 | 072520-E.TOPPER | 14.99 | |
| | | 07/16/2020 | 218 | THERAPY SHOPPE-FIDGETS | FIRST NATIONAL BANK | 900092 | 072520-J.WEISS | 105.61 | |
| | | 07/16/2020 | 219 | FOXY'S ICE CREAM-16 \$5.00 GIFT | FIRST NATIONAL BANK | 900092 | 072520-J.WEISS | 80.00 | |
| | | 07/16/2020 | 220 | ROSATIS-GIFT CARDS FOR SUMMER | FIRST NATIONAL BANK | 900092 | 072520-J.WEISS | 40.00 | |
| | | 07/16/2020 | 221 | PARMA-GIFT CARDS FOR SUMMER | FIRST NATIONAL BANK | 900092 | 072520-J.WEISS | 40.00 | |
| | | 07/16/2020 | 222 | STARBUCKS-SUMMER READING GIFT | FIRST NATIONAL BANK | 900092 | 072520-S.AUGUSTINE | 20.00 | |
| | | 07/16/2020 | 223 | GRACE COFFEE-SUMMER READING | FIRST NATIONAL BANK | 900092 | 072520-S.AUGUSTINE | 10.00 | |
| | GJ-200731LB | 08/02/2020 | 03 | July 220 Deposits | | | | | 1,216.44 |
| | | | | TOTAL PERIOD 03 ACTIVITY | | | | 1,779.48 | 1,216.44 |
| 04 | AP-200825M | 08/19/2020 | 165 | AMAZON-BOOKS, JUMPER CABLES, | FIRST NATIONAL BANK | 900093 | 082520-E.TOPPER | 678.01 | |
| | | 08/19/2020 | 166 | AMAZON-ALEXA SPEAKER | FIRST NATIONAL BANK | 900093 | 082520-E.TOPPER | 39.99 | |
| | | 08/19/2020 | 167 | AMAZON-SUPPLY CASE | FIRST NATIONAL BANK | 900093 | 082520-E.TOPPER | 22.73 | |
| | | 08/19/2020 | 168 | AMAZON-FIRE 7 TABLET | FIRST NATIONAL BANK | 900093 | 082520-E.TOPPER | 49.99 | |
| | | 08/19/2020 | 169 | DOLLAR TREE-SUMMER READING | FIRST NATIONAL BANK | 900093 | 082520-J.WEISS | 12.50 | |
| | | 08/19/2020 | 170 | TARGET-SUMMER READING GIFT | FIRST NATIONAL BANK | 900093 | 082520-J.WEISS | 25.00 | |
| | GJ-200831LB | 09/01/2020 | 05 | Aug 2020 Deposits | | | | | 4,708.14 |
| | | | | TOTAL PERIOD 04 ACTIVITY | | | | 828.22 | 4,708.14 |
| 05 | AP-200914 | 09/08/2020 | 01 | BOOKS | BAKER & TAYLOR | 104920 | 2035371948 | 658.84 | |
| | | 09/08/2020 | 02 | BOOKS | BAKER & TAYLOR | 104920 | 2035383645 | 676.99 | |
| | | 09/08/2020 | 03 | BOOKS | BAKER & TAYLOR | 104920 | 2035405495 | 536.18 | |
| | | 09/08/2020 | 04 | BOOKS | BAKER & TAYLOR | 104920 | 2035418721 | 436.93 | |
| | | 09/08/2020 | 05 | BOOKS | BAKER & TAYLOR | 104920 | 2035422067 | 467.45 | |
| | | 09/08/2020 | 06 | BOOKS | BAKER & TAYLOR | 104920 | 2035428949 | 293.26 | |
| | | 09/08/2020 | 07 | BOOKS | BAKER & TAYLOR | 104920 | 20359395078 | 303.11 | |
| | | | | TOTAL PERIOD 05 ACTIVITY | | | | 3,372.76 | 0.00 |
| | | | | TOTAL ACCOUNT ACTIVITY | | | | 6,027.95 | 6,281.65 |
| | | | | ENDING BALANCE | | | | | 49,697.99 |
| | | | | GRAND TOTAL | | | | 0.00 | 49,697.99 |
| | | | | TOTAL DIFFERENCE | | | | 0.00 | 49,697.99 |

LIBRARY DIRECTOR REPORT—September 2020

Summary: We continue to provide library service now with a return to normal hours as of Monday, October 5th apart from remaining closed on Sundays. We are keeping a tally of the number of patrons coming in after 5pm and so far, it has been slow.

Facilities Management: We continue to have problems with the HVAC system, especially the Chiller. When the temperature drops at night, it shuts off but does not come back on the next day leaving the building hot and stuffy. Staff has been turning the Chiller switch back on. Our HVAC technician will be contacting the manufacturer to figure out a solution. Negotiated with RJ O' Neil to have some of our invoices adjusted especially on the service call fees. Invoices were adjusted and submitted for payment. New contracts have been received for Board review. Quarterly elevator maintenance completed. The Physical Facilities Committee met on September 10, 2020 about the HVAC system.

Grants: Completed 2 grants and submitted to the State. One is for PPE (\$500) and the second one is for Back to Books (\$4,600) on the topic of Equity, Diversity, and Inclusion (EDI). The Per Capita Grant has been received in the amount of \$21,151.25.

Mobile App: Worked with Prairie Cat for the implementation of a Mobile App for YPL. It is now active. Search the App Store under Prairie Cat to download the app. Presentation will be forthcoming at a future Board meeting.

Public Relations: Worked with the Park District to submit a Scarecrow for the Scarecrow Walk. Thanks to Jennette Weiss and Sharyl Iwanski for their work on the Scarecrow including the suspenders made of library cards. Press release sent to the *Kendall Record* with the change of hours. Cedarhurst and Heritage Woods were contacted to inquire how we could promote library service at their facilities. Met with Police Chief Jensen on September 9, 2020.

Website Redesign: Worked with Weblinx to obtain a proposal for our web design being presented at the October 12, 2020 Board meeting.

Adult Virtual Programming:

Threads **7**
Friends **10**
Lunch Bunch **7**
Men's Book Club **7**
Creative Writing **12**
Citizens Academy **52**

Attendance 95

Children's Virtual Programming:

Story times-Continue via Zoom weekly. We will try to host 2 in person session a month at the library as a trial with limited attendance.

3 D Printer—Video on the You Tube channel instructing kids how to design something to be printed on the 3D printer. Item is sent to YPL and then printed for pick up.

Facebook Statistics:

Drop-in Story times 30 Likes 358 Views

Crafts to Go 47 Likes (180 crafts kids created)

Facebook Totals 136 likes, 358 views

Twitter 4 posts 5 Likes

You Tube Totals: (3 D Printing) 18 views

Read to End Racism 47 Likes

Hispanic Heritage Month 12 Likes

Museum Passes 4

Children's Programs:

Drop-In Storytime (at the Library) 7

Book Clubs at the Library:

Grades 1-2 **8**

Grades 3-5 **10**

Pre-Teen **7**

Teen Advisory Group (TAG) 4

Staff: An all staff meeting was held after hours on Friday, September 25, 2020. Afterwards, staff racked leaves to clear the back of the Library pathway.

Library Operations- Managers met on September 16, 2020 and decided that performance evaluations for staff would cover the period of June 2020-June 2021. As instructed by RAILS we have gone back to a 7 day quarantine of all materials (up from 5 days).

Friends: Continue to meet at the Library and are interested in the Landscaping project.

Computer Use

Adult 170

YA 33

Youth NA

Database Use:

Ancestry 121

Gale 23

E-book Use

Omni E-Book 787 E-Audio 421 (257 Users)

E-Read IL 23 E-Book Audio 75 (29 Users)

Circulation

Check Ins 6,265

New Patrons Added 53

New Items Added 388

Library Cards

53

Curbside Service:

Pick Ups 70

Homebound Delivery

1

Patron Count:

3,491

PrairieCat

Totals

[illegible]

[illegible][illegible]



PROPOSAL OF SERVICES

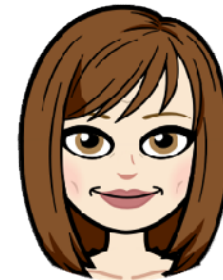
Yorkville Public Library
902 Game Farm Road
Yorkville, IL 60560
www.yorkville.lib.il.us

Company Contact Information

Company Information:
Weblinx, Incorporated
165 Kirkland Circle
Oswego, IL 60543
FEIN #: 30 - 0013684
www.weblinxinc.com | www.weblinx.com



Contact Information:
Theresa Kuhl, Sales Manager
T: 630.551.0334 x111
E: theresa@weblinxinc.com



Company Overview

Weblinx Incorporated ("Weblinx"), an Illinois Corporation established in 2001, is an established leader in providing web design and digital marketing solutions. Our mission is developing unique websites that create brand awareness and connect to your audience. Your website should speak clearly and easily guide visitors to the information they seek.

We understand what it takes to build a successful website. The most prominent benefit of working with Weblinx is our knowledge of user experience design. We use leading industry technology to create interactive and professional websites. We have developed over 1,000 professional websites since our founding.

We stand behind our product. We believe in building client relationships that last a lifetime of the business.

Product Overview

Yorkville Public Library is interested in enhancing its web presence and ability to effectively communicate the organization's vision. To help meet **Yorkville Public Library's** current objectives, Weblinx will design an attractive responsive website to communicate the library's brand essence. The website will serve as a powerful business tool that will assist in the development, expansion and maintenance of the organization.



Management Team

Andy Clements (Chief Executive Officer): Andy has over 20 years of experience in designing websites and has a Master's Degree in Business Administration with an emphasis in Operations and Technology from Aurora University. He is an Instructor at Waubensee Community College and is involved with a great number of community service projects. Andy started the company in 1997.

Theresa Kuhl (Sales and Marketing Manager): Theresa has over 30 years of experience in sales and sales management, with a Bachelor of Arts degree in Journalism and Mass Communication from the University of Iowa. She has worked in advertising sales for both print and broadcast media, and enjoys partnering with clients to greatly enhance their digital marketing efforts. Theresa has been with Weblinx for 15 years.

Joe Chavez (Project Manager): Joe has over 15 years experience in website and graphic design and has been with Weblinx for over 10 years. He is a graduate of Columbia College Chicago with a Bachelors Degree in Music Business Management and a minor in Web Design. Joe specializes in creating a unique vision and helping the customer achieve their goals.

Rick Pawela (Art Director): Rick is an International Award Winning Interactive Designer and a graduate of Columbia College Chicago with his Bachelor's Degree in Interactive Media Design. Rick plays a critical role in creating graphics that leave a memorable impression through the use of Animation and Motion Graphics techniques. Rick also has been with Weblinx for over 15 years.

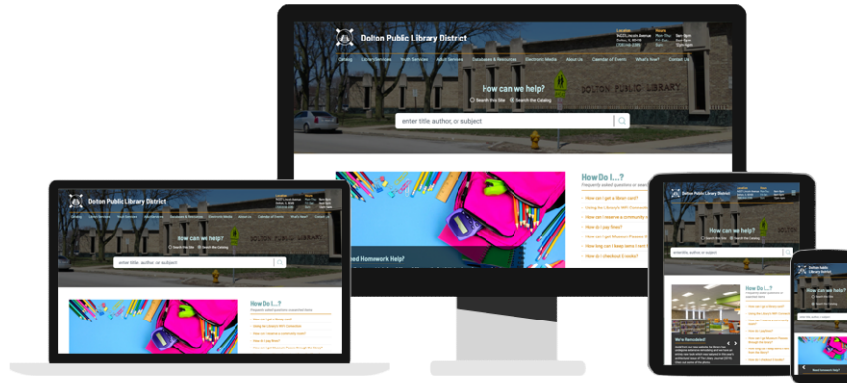
Weblinx has a team of 15 digital marketing specialists ranging from front-end developers, back-end developers, graphic designers, content developers, social media managers, and marketing consultants. The work defined within this proposal will be conducted by Weblinx employees. No sub-contractors are used in the consultation and development of our custom websites.

Normal business hours are Monday through Friday from 8 AM to 5 PM. In case of an emergency, a 24-hour hotline is available at 630-551-0334, ext 218.

Project Goals

1. Portray an eye-catching, inviting, and engaging brand to visitors of all ages by presenting the **Yorkville Public Library** in a professional and attractive manner.
2. Allow patrons of the Yorkville community to quickly and easily find information about the library's key services on a 24/7 basis through the use of clear and intuitive user paths and responsive web design.
3. Foster community awareness and create an ongoing dialogue with library patrons through an online connection to library services, events, and initiatives.
4. Provide an easy method of updating content through a flexible, secure, and user-friendly Content Management System with training for **Yorkville Public Library** staff.
5. Enhance the library's visibility, build trust and credibility with visitors to the site, and become a useful reference tool to best serve the library community.

Relevant Work



DOLTON PUBLIC LIBRARY DISTRICT
www.doltonpubliclibrary.org

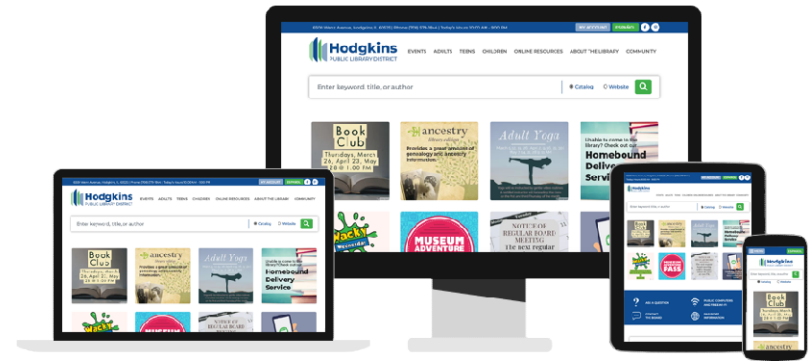


ELLA JOHNSON MEMORIAL PUBLIC LIBRARY DISTRICT
www.ellajohnsonlibrary.org

Relevant Work



FREEPORT PUBLIC LIBRARY
www.freeportpubliclibrary.org



HODGKINS PUBLIC LIBRARY
www.hodgkinslibrary.org

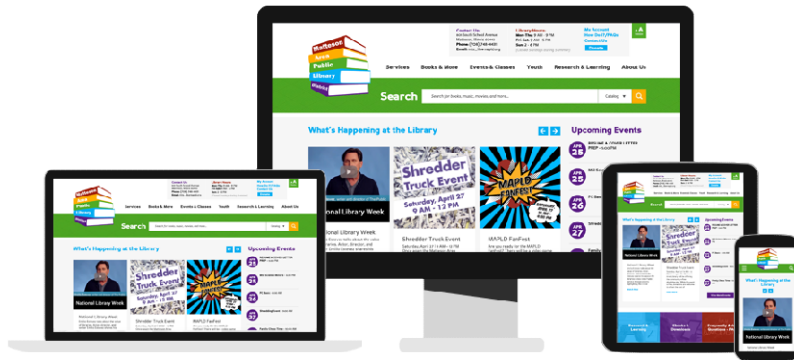


INDIAN TRAILS PUBLIC LIBRARY DISTRICT
www.indiantrailslibrary.org



MARSHALLTOWN PUBLIC LIBRARY
www.marshalltownlibrary.org

Relevant Work



MATTESON AREA PUBLIC LIBRARY DISTRICT
www.mapld.org



ORLAND PARK PUBLIC LIBRARY
www.orlandparklibrary.org



OSWEGO PUBLIC LIBRARY DISTRICT
www.oswego.lib.il.us



PLANO PUBLIC LIBRARY DISTRICT
www.planolibrary.info

Relevant Work



TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
www.elburn.lib.il.us



VILLA PARK PUBLIC LIBRARY
www.vppl.info



WAUKEGAN PUBLIC LIBRARY
www.waukeganpl.org



WEST CHICAGO PUBLIC LIBRARY DISTRICT
www.wcpld.info

Project Management

Weblinx has the experience and personnel to see that the project is completed in a timely fashion. Joe Chavez, our Project Manager, and Rick Pawela, our Art Director, will organize the distribution of work to the Weblinx design team. A staff designer will be selected to create the **Yorkville Public Library's** initial custom home page design concepts.

Theresa Kuhl, Sales Manager, will work directly with **Yorkville Public Library** to communicate project status updates to ensure all milestone goals are being met during the four phases of the project. Input meetings will be conducted to provide library staff with project status updates and get feedback.

Upon project initiation, a timeline will be presented to **Yorkville Public Library** highlighting the important milestones for the project. An initial project planning and discovery meeting will be scheduled at the preference of **Yorkville Public Library** and all parties involved. This discovery meeting will address the following: definition of project scope, usability review, site improvement recommendations, and further clarification of the design project brief.

The Weblinx creative team will work with **Yorkville Public Library** to develop an appropriate process. The process will be developed in collaboration with library staff to achieve effective deliverables in a clear and concise manner.

Our Process

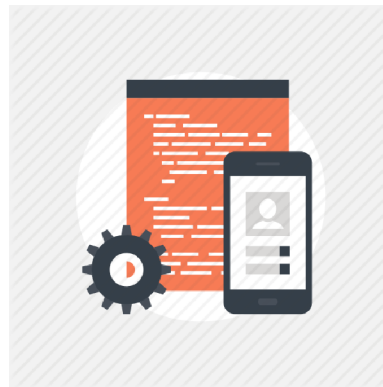
Phase 1: Full Custom Design, Revisions, and Site Interactivity – Following the project kick-off and discovery meeting, Weblinx will offer custom desktop and mobile home page design concepts from a staff designer using responsive web design for scalable viewing on portable devices. The design concepts will be based on the information gathered and priorities established during the project discovery meeting with the **Yorkville Public Library** staff, and through careful review and discussion of the project creative brief.

A typical design will go through an extensive revision process before the final design is achieved. Custom desktop and mobile internal page designs will be completed following home page graphics approval and a consistent theme will be carried throughout the website.



Our Process

Phase 2: Full Content Integration to Include Client Customizations – After the static designs have been approved, Weblinx will take the graphics and build the custom code for the site. Weblinx will assist **Yorkville Public Library** with building the internal pages of the website with the migration of existing content and customer edited new content. Additional functionality and customizations will be implemented at this time. Weblinx will build up to 20 website pages, and a demo site will be created and sent to **Yorkville Public Library** for review and feedback.



Our Process

Phase 3: Training, Site Enhancements and Testing – Following the build of the website, Weblinx will train the **Yorkville Public Library** staff members on how to use the WordPress Content Management System and all associated plug-in technology. Weblinx will work closely with the **Yorkville Public Library** staff to make enhancements to the existing areas of the website for improvement of the formatting and overall look.

Weblinx engages in extensive beta testing and editing throughout this phase by running the site through automated tools and manually checking to ensure all functionality is working per our high performance standards. The site will be cross-platform browser tested to ensure compatibility on a wide variety of displays, devices, and operating systems prior to launch. We have developed code that is future-proof to combat future device changes.



Our Process

Phase 4: Final Review and Project Completion – Customer completes a final review and approves the website for public launch. Weblinx makes final edits and continues to test the site prior to launch.

Following the website launch, Weblinx administers the following optimization strategies to ensure top search engine rankings and performance: Unique ALT Tags, Page Titles, Meta Descriptions, Live Text Navigation, Section 508 Accessibility Compliance, Website Speed Optimization, XML Sitemap Creation, and SSL Page Encryption (https) with Hosting Plan. The **Yorkville Public Library** website is subject to an additional 30 days of monitoring and link testing by the Weblinx team.



Scope Summary

Yorkville Public Library's digital marketing deliverables will consist of the following components:

- Creative Brief to Be Reviewed with **Yorkville Public Library**
- Make Layout (User Experience) Recommendations for Site Based on Evaluation of Current User Journeys and Best Design Practices
- Custom Desktop and Mobile Home Page Design Concepts with Design Revisions
- Custom Desktop and Mobile Internal Page Design Concepts with Design Revisions
- Code Website Utilizing Responsive, User-Centered Design Approach w/AMP Elements for Quick Load Time
- PWA (Progressive Web Application) Code for Native, App-like User Experience to Cross-Platform Web Applications
- Integrate WordPress Content Management Solution (Version 5.5) and All Associated Plug-in Technology - The WordPress CMS is Open Source and based on PHP and MySQL, and has many features including plug-in architecture and a template system. All navigation is automated based on simple selection criteria. New pages can be added at any time and edited through the use of a page content editor. This editor can be customized and will be structured to meet **Yorkville Public Library's** specific needs. For instance, permissions may be set up so that staff members may submit to a supervisor for approval prior to publishing. The **Yorkville Public Library** staff will have the ability to edit pages, post current news releases, announcements, PDF documents, links, and highlight important text live from the frontend with a minimum of five (5) concurrent users using browser based administration.
- Use Appropriate Navigation for the Website (Dropdowns, Sticky, Mega Menu, Breadcrumbs, etc.)

Scope Summary Cont.

- Create Rotating Events Banner on Home Page of Website w/Auto Expire Content
- Prominent Catalog and Website Site Search Feature
- Emergency Notifications Alert Banner
- Digital Resources Library
- Online Form Building and Survey Tool + Build All Online Forms for the Site
- Link to Third Party Systems (Evanced, PrairieCat, etc.)
- Build Up to 20 Website Pages
- Social Networking Site Links (FB, LI, etc.)
- Implement Google Analytics To Monitor Website Statistics
- Implement Organic SEO Strategies To Assist with Search Engine Placement
- Implement Website Page Speed Optimization Strategies to Increase Image Load Time (WordPress Smush Image Compression, WordPress Super Cache, HTTP/2 Support, Auto Generate WebP Images, Lazy Load Images, Concatenate & Compress CSS and JavaScript, if Required)
- Test Site for Optimum Performance Prior to Launch Using Google PageSpeed Insights and Lighthouse Tools

Scope Summary Cont.

- Engage In Extensive Cross Platform Testing in Beta Environment to Ensure Site Works Across All Web Browsers, Operating Systems and Screen Resolutions ((Chrome 78+, Firefox 71+, Safari 12+, Edge 78+, Opera 63+, IE 11), Incompatible and Legacy Browsers (Windows 7+, iOS 12+, iPadOS 13+, macOS 10.12+, and Linux as Needed)
- WCAG 2.1 Level AA Accessibility Compliance Standards Used - Weblinx builds all websites in compliance with Section 508 of the Americans with Disabilities Rehabilitation Act. This compliance is directly responsible for and meets all Federal government agency web accessibility guidelines. To achieve this end we provide descriptive and blank ALT Tags for all images, text/descriptions for audio/video files, text based menus, TH tags / SCOPE tags on tables, appropriate header tags, use role/aria parameters, use screen-reader only labels, and use em/rem units to ensure theme is navigable by keyboard alone. Weblinx will train the **City of Ephrata** staff on how to keep the site within these guidelines. Weblinx will test the site with Pa11y and AChecker prior to launch to ensure full compliance.
- Train the **Yorkville Public Library** Staff on Open Source Content Management System and All Associated Plug-in Usage (2 Hours) With Supporting Documentation Provided
- Launch One Responsive and ADA Compliant Website for **Yorkville Public Library**
- Continue to Monitor and Link Test the **Yorkville Public Library** Site Following Launch (30 Days)

Project Work Plan and Fees

Phase 1 (Typically 4 - 6 Weeks) – Design the **Yorkville Public Library** website with Weblinx user experience design team.

- Creative Brief Review and Project Discovery
- User Experience Design Review and Recommendations
- Custom Desktop and Mobile Home Page Designs w/Design Revisions
- Desktop and Mobile Internal Page Designs w/Design Revisions
- Provide Detailed Project Schedule to Client

Phase 1 Investment: \$720

Project Work Plan and Fees

Phase 2 (Typically 6 – 8 Weeks) – Customize content to customer approved design to include:

- Code Website Utilizing Responsive Design
- WordPress CMS Integration (Version 5.5)
- Use Appropriate Navigation
- Home Page Rotating Events Image Area w/Auto Expire Content
- Prominent Catalog and Website Search Feature
- Emergency Notifications Alert Banner
- Digital Resources Library
- Form Building and Survey Tool + Build All Online Forms
- Third Party System Links As Required
- Build Up to 20 Website Pages
- Link to Social Networking Sites
- Google Analytics Integration
- Section 508 and WCAG 2.1 Level AA Accessibility Compliance Standards Used
- Usability Testing
- Working Demo Provided in Beta Environment

Phase 2 Investment: \$4,680

Project Work Plan and Fees

Phase 3 (Typically 2 Weeks) – Train **Yorkville Public Library** staff on the WordPress CMS and associated plug-in toolset and provide supporting documentation. Work with client to make all necessary enhancements to formatting and overall look. Test site on multiple browsers and operating systems. Troubleshoot any questions posed by client during testing and revision process.

Phase 4 (Typically 1 Week) – Customer sign-off upon completion. CMS and document management training continues if required. Submission and optimization to Search Engines to include:

- Page Redirects Setup
- Testing Continues
- Unique Page Titles and ALT Tags
- Meta Descriptions
- Live Text Navigation
- XML Sitemap Creation
- Implement Organic SEO Strategies To Assist with Search Engines
- Website Speed Optimization Strategies Implemented / Google PageSpeed Insights and Lighthouse Performance Testing
- Run Site Through Pa11y and AChecker to Ensure Compliance
- Launch One Responsive & ADA Compliant Website

Phase 3 & 4 Investment: \$1,200

Total Project Investment: \$6,600

Project Timeline for Completion: 13 - 17 Weeks

Additional and Optional Fees

Web Hosting - Annual Fee (see www.myweblinx.net for more information on Weblinx web hosting plans)

Starting at \$300/year

Weblinx will provide **Yorkville Public Library** with a hosting plan that meets your organization's specific needs. Our servers are leased through Softlayer, a secure IBM facility with 24/7 accountability (see www.Softlayer.com). Weblinx servers are linked to the best network in the industry with unrivaled connectivity and an array of Tier One Providers that sets them apart. The robust network and infrastructure guarantees maximum up time and superior performance. This includes six 2 megawatt back-up power generators, over 3,000 tons of cooling capacity, 13 separate fiber ring connectivity and up to OC-192 connection.

Daily Website Backups

\$120/year

Annual Technical Support and Site Maintenance

As Needed Basis

\$120/hour

10 Hours Per Year

\$100/hour

20 Hours Per Year

\$85/hour

Hourly Rates

Programming / Training

\$125/hour

Front End Development

\$120/hour

Search Engine Marketing Services

\$120/hour

Video, Audio, or Animated Enhancements

\$120/hour

Web Design or Graphic Design Services

\$120/hour

Professional Copywriting / Copy Editing (SEO-Friendly)

\$120/hour

Social Media Management

\$100/hour

References



Marshalltown Public Library

Sarah Rosenblum, Library Director
105 West Boone Street
Marshalltown, IA 50158
T: 641.754.5780
E: srosenblum@marshalltown-ia.gov
www.marshalltownlibrary.org
Client Since 2017



Oswego Public Library District

Sarah Skilton, Library Director
32 W. Jefferson Street
Oswego, IL 60543
T: 630.554.3150
E: sskilton@oswego.lib.il.us
www.oswego.lib.il.us
Client Since 2003



Plainfield Public Library District

Lisa Pappas, Library Director
15025 S. Illinois Street
Plainfield, IL 60544
T: 815.436.6639
E: lpappas@plainfieldpubliclibrary.org
www.plainfield.lib.il.us
Client Since 2008

Terms and Conditions

Standard Payment Plan: A 25% deposit in the amount of \$1,650 will be due to initiate the project. The remaining balance of \$4,950 be invoiced over three installments, in the amount of \$1,650 due per installment. If hosting with Weblinx, the annual web hosting fee of \$300 will be invoiced following the launch of the new website. Payments may be made payable to Weblinx, Inc.

Default of Payment. In the event of default of payment, customer agrees to pay all cost of collection, including a reasonable attorney's fees. Venue for litigation arising between the parties to enforce the terms of this agreement shall be fixed in the 16th Judicial Circuit, Kendall County, Illinois.

30-Day Grace Period. Weblinx will administer up to 2 hours of standard text and photo changes on website up to 30 days following site launch. Layout, programming changes, or page additions will require an additional fee.

Deliverable Ownership. **Yorkville Public Library** will own all rights to the content and source code of the website.

Work. Weblinx will take responsibility for the quality and timeliness of the work produced. If the actual duration of the work exceeds the estimated number of hours allotted to complete the work, Weblinx has the right to review the project scope and additional fees may apply.

Let's Get Started

Expiration. There is a 30-day rate lock on this agreement, from the date indicated below. After this period of time, Weblinx has the right to alter fees based on the going rates for service.

Hold Harmless / Indemnification. The customer agrees it will indemnify and hold harmless Weblinx from and against all losses, claims, suits or other legal expenses of any nature imposed upon or brought against them by reason of any act of omission by customer/client or its agent or employees in the course of performing the work of providing the services that are the subject of this contract. Any losses will be limited to the amount of the work order/proposal.

Customer has caused this agreement to be effective as of the date indicated below. Please authorize this page and return to Weblinx, Inc. via mail, e-mail, or fax to 630.551.0353. Thank you for your business.

**Yorkville Public Library
902 Game Farm Road
Yorkville, IL 60560**

**Theresa Kuhl, Sales Manager
WEBLiNX, INCORPORATED
165 Kirkland Circle
Oswego, Illinois 60543**

For Yorkville Public Library:

For WEBLiNX:

10/5/2020

Signature and Date

Signature and Date



WEBLiNX
incorporated
CREATIVE INNOVATIVE RESPONSIVE

RJONEIL

MECHANICAL CONTRACTORS



Semi-Annual PM Agreement

October 5, 2020

SUBMITTED TO

Yorkville Public Library,
902 Game Farm Rd, Yorkville, IL 60560

SUBMITTED BY

Kevin Baumann
Account Executive
kevin@rjoneil.com
R.J. O'Neil, Inc.
1125 S. Lake St., Montgomery, IL 60538

PLANNED MAINTENANCE AGREEMENT

R.J. O'Neil, Inc. will bring every piece of mechanical equipment quoted in **Section C** up to our operating standards. These services are more completely described in **Section D** (*Service Scope of Work*) and will be performed during regularly scheduled maintenance calls throughout the year at the frequencies indicated in **Section A** (*Preventative Maintenance Schedule*)

Yorkville Public Library will receive the following benefits as a Maintenance Agreement Customer:

- Preferential service labor and material rates will be provided over non-maintenance agreement customers and is available 24 hours a day, 365 days a year.
- Operating Instructions will be reviewed with the customer to enhance the efficiency of the equipment and to improve the environmental conditions.
- A completed copy of the Service Report will be provided after all service calls identifying the scope of work performed and any recommendations for improving the operation of the equipment.
- Discounted Labor Rate of \$125.00 an hour.

A. Preventative Maintenance Schedule

R.J. O'Neil Inc. proposes the following maintenance schedule. This can be revised to your request.

| Time of Year | Service | Equipment |
|--------------|--|---|
| Spring | Operational Inspection & Cleaning Operational Inspection & Coil Cleaning Filter Replacement & Inspection Operational Inspection & Cleaning Start-Up / Operational Inspection & Cleaning | Hot Water Boilers (2) Split Systems (2) Air Handler Water Heater Chiller |
| Summer | | |
| Fall | Operational Inspection & Cleaning Operational Inspection & Coil Cleaning Operational Inspection & Coil Cleaning Filter Replacement & Inspection Operational Inspection & Cleaning Shut-Down Chiller / Operational Inspection & Cleaning | Hot Water Boilers (2) Chiller Split Systems (2) Air Handler Water Heater Chiller |
| Winter | | |

B. Preventative Maintenance Program Pricing ("Services Fees")

| Service Fees | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|-----------------|------------|--------|--------|--------|--------|
| Annual Price | \$4,390.00 | | | | |
| Visits Per Year | 2 Visits | | | | |

Client agrees to pay R.J. O'Neil, Inc. \$4,390.00 per year for one year, payable at \$2,195.00 semi-annually as R.J. O'Neil's fee for the R.J. O'Neil, Inc. Service program described in the Equipment Inventory and Service sections. Upon commencement of this agreement, the first semi-annual invoice will be issued and payable within 30 days. Subsequent invoices are payable according to the terms outlined in the Terms and Conditions.

ACCEPTED: YORKVILLE PUBLIC LIBRARY

ACCEPTED: R.J. O'NEIL INC.

By: _____

By: _____

Date: _____

Date: _____

C. Equipment Inventory

| <u>Item</u> | <u>Make</u> | <u>Model No.</u> <u>Serial No.</u> | <u>Description/Location</u> | <u>Service Frequency</u> |
|------------------------------------|------------------|---------------------------------------|-------------------------------------|--------------------------|
| Boiler #1 | Raypak | H9-20002A 0605250758 | Hot Water Boiler Mechanical Room | Semi-Annual |
| Boiler #2 | Raypak | H9-20002A 0605250759 | Hot Water Boiler Mechanical Room | Semi-Annual |
| Chiller | McQuay | AGS170CS27-ER10 STNU060300243 | Chiller Outside | Semi-Annual |
| Split System AC/Furnace | York | AHP60D3XH21A A0K6907275 | Split System AC/Furnace Outside | Semi-Annual |
| Split System AC/Furnace | York | AHP60D3XH21A A0K6907265 | Split System AC/Furnace Outside | Semi-Annual |
| Air Handler | Johnson Marcraft | M12850-AHU1- DM0PS000W1 | Air Handler Server Room | Semi-Annual |
| Water Heater | AO Smith | BTH-120-970 J06M007024 | Water Heater Mechanical Room | Semi-Annual |

D. Service Scope of Work

This agreement includes all travel and jobsite labor, vehicles, and materials necessary to test the existing operation and performance of the equipment. Diagnostic and Operational testing will be performed to ensure the system(s) are in proper operating condition. Identification of any imminent system(s) failures is vital to lessen the possibility of future service calls.

R.J. O'Neil Inc. will perform the necessary services during normal business hours Monday through Friday from 7:00am – 3:30pm.

The following Manufacturer-specified maintenance tasks are included in your services:

Air Handling Units (Service only performed if listed in Section A. Equipment Inventory)

- Visually inspect drain pans and other adjacent surfaces subject to wetting semi-annually for cleanliness and microbial growth and clean when fouling is observed
- Visually inspect the dehumidification coils annually for cleanliness and microbial growth. Clean when fouling is observed
- Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas semi-annually for cleanliness and integrity. Clean, when necessary
- Verify sensors used for dynamic minimum outdoor air control accuracy and recalibrate or replace as necessary
- Maintain the floor drains located in plenums or rooms that serve as air plenums to prevent transport of contaminants from the floor drain to the plenum

Boilers – Steam / Hot Water (Service only performed if listed in Section A. Equipment Inventory)

- Check general condition of equipment, surrounding spaces and connections to duct
- Inspect and tighten electrical connections, contactors, relays and operating safety controls
- Check security of all motor mounts and vibration pads, inspect operating conditions of each motor
- Inspect condition of all fans, check each fan motor for proper direction of rotation
- Check each fan for rotation without obstruction from debris or fan shrouds
- Visually inspect fuel piping for leaks and proper support; inspect gas regulator valve
- Inspect flue and vent gas ductwork
- Inspect fireside of boiler debris and obstructions
- Inspect refractory for cracks, corrosion and other defects
- Brush clean the burner, flame rod surfaces and other combustion equipment
- Vacuum soot and dirt from combustion chamber
- Inspect condition and operation of combustion fans (w/a)
- Check burner sequence of operation and combustion air equipment
- Use flue gas analyzer to measure and record combustion gases
- Make minor adjustments for proper fuel and oxygen mixture
- Visually Check combustion flame
- Test operating and safety controls for proper calibration

Chillers (Service only performed if listed in Section A. Equipment Inventory)

- Check condition of sleepers or curb connection and general condition of equipment and surrounding spaces
- Inspect and tighten electrical connections, contactors, relays and operating safety controls
- Inspect for refrigerant and oil leaks
- Inspect water piping for leaks
- Check freeze protection, evaporator and piping heaters, glycol content (w/a)

- Check refrigerant in sight glass
- Check compressor oil presence in sight glass, and acid test if applicable
- Check inlet and outlet water pressure and determine proper flow (w/a)

- Measure inlet and outlet water temperatures
- Measure refrigerant pressures and temperatures
- Check crankcase heater operation

Split Systems (Service only performed if listed in Section A. Equipment Inventory)

- Clean filter
- Clean condenser coil annually
- Check control system devices for proper operation
- Check temperature drop
- Check refrigerant charge
- Check blower and condenser fan motor operations
- Check compressor and contactor

Water Heaters (Service only performed if listed in Section A. Equipment Inventory)

- Sediment Removal from Tanks
- Lime Scale Removal with UN-Lime (if needed)
- Inspect and Cleaning of Anode Rods
- Test Operation of the T&P Valve
- Inspection of Vent System
- Clean Termination Screens
- Clean Reseal /Repair if needed

E. Replacement Parts (New parts only – 10% discount on labor and parts purchased while under agreement)

Parts, materials, and filters shall be provided as follows:

- Filters – Included as needed
- Belts – Included as needed
- Lubrication and Cleaning Supplies – Excluded. Billed separately if required.
- Compressor Oil – Excluded. Billed separately if required.
- Refrigerant – Excluded. Billed separately if required.

All other parts and materials shall be provided as authorized and invoiced in addition to the base agreement price.

The rest of this page has been intentionally left blank.

R.J. O'Neil Terms and Conditions of Sale

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions unless otherwise indicated herein:

General Provisions

- 1.1 Unless stated otherwise, the services provided under this agreement shall be provided during R.J. O'Neil's normal working hours, (7:30 AM – 3:30 PM) Monday through Friday inclusive, excluding holidays.
- 1.2 The initial term shall be one year, effective on the date of signature by Client, provided there are no obligations to the Client by R.J. O'Neil, Inc. prior to the approval of this Agreement in writing as provided below. This Agreement will remain in effect for the Term listed above unless it is cancelled in writing by either party with a 30-day prior written notice without need to establish a cause for termination.
- 1.3 This agreement includes all preferential service rates to Client over non-agreement clients, along with a 10% discount on parts. It also ensures that the PM agreement price is locked for one year.
- 1.4 Client shall provide reasonable means of access to the equipment being serviced. Cost of man lift(s) to access unit heaters is not included. R.J. O'Neil shall not be responsible for any removal, replacement or refurbishing of the building structure, if required to gain access to the equipment. R.J. O'Neil shall be permitted to control and/or operate all equipment necessary to perform the services herein described as arranged with the Client's representative.
- 1.5 This agreement, when accepted in writing by the Client and approved by a R.J. O'Neil representative, shall constitute the entire agreement between the two parties.
- 1.6 Either party may terminate this agreement on the anniversary date of the original term or any extended term by giving the other party 30 days' notice of its intention.

Charges

- 2.1 For services not covered by this agreement but performed by R.J. O'Neil upon the Client's authorization, the Client agrees to pay R.J. O'Neil upon presentation of itemized invoice(s), at R.J. O'Neil's prevailing rates.
- 2.2 If an emergency service is requested by the Client and inspection does not reveal any defect for which R.J. O'Neil is liable under this agreement, the Client will be charged at R.J. O'Neil's prevailing rates.
- 2.3 The annual rate is subject to adjustment annually on each anniversary date to reflect increases in labor, material and other costs.
- 2.4 Customer will promptly pay invoices within thirty (30) days of receipts. Should payment become forty-five (45) days or more delinquent, R.J. O'Neil may stop all work under this agreement without notice and/or cancel this agreement, and the agreement amount shall become due and payable immediately upon demand. R.J. O'Neil will assess a late charge in the amount of 1 1/2 percent per month after thirty (30) days from the invoice date. Customer agrees to pay on demand the amount of all expenses reasonably incurred by R.J. O'Neil in efforts to collect the indebtedness in the event that this agreement is referred to an attorney. Customer agrees to pay a reasonable attorney's fee, including fees incurred in both trial and appellate courts or fees incurred without suit, and all court costs and costs of public officials. In the event legal remedy is necessary, venue shall be in Kendall County, Illinois.

Limitations of Liability

- 3.1 R.J. O'Neil shall not be liable for any loss, delay, injury or damage that may be caused by circumstances beyond its control including, but not restricted to acts of God, war, civil commotion, acts of government, fire, theft, corrosion, floods, water damage, lightening, freeze-ups, strikes, lockouts, difference with workmen, riots, explosions, quarantine restrictions, delays in transportation, shortage of vehicles, fuel, labor or materials, or malicious mischief. IN NO EVENT SHALL R.J. ONEIL BE LIABLE FOR BUSINESS INTERRUPTION LOSSES OR CONSEQUENTIAL OR SPECULATIVE DAMAGES, but this sentence shall not relieve R.J. O'Neil of liability for damage to property or injury to persons resulting from accidents caused directly by the negligence of R.J. O'Neil in performance or failure of performance of its obligations under this agreement.
- 3.2 R.J. O'Neil shall not be required to make safety tests, install new devices, or make modifications to any equipment beyond the scope of the original agreement in order to comply with recommendations or directives of insurance companies, governmental bodies or for other reasons.
- 3.3 R.J. O'Neil shall not be required to make replacements or repairs necessitated by reason of negligence, abuse or misuse, or by reason of any other cause beyond its control except ordinary wear and tear.
- 3.4 This agreement pre-supposes that all equipment is in satisfactory working condition and does not include the cost of any needed repairs. To minimize downtime, the Client pre-authorizes \$100.00 of repairs per maintenance visit that may be performed without approval. These repairs will be noted on invoice and clearly defined in the written service report. For repairs in excess of the defined amount, or in cases where the Client requests otherwise, a proposal to complete those repairs will be provided before work commences.
- 3.5 This agreement pre-supposes no substance regarded as hazardous by EPA is utilized in the system. If in servicing the system, R.J. O'Neil discovers the use of hazardous material, the Client will be responsible to remove, or have removed, any such substance and to replace it with a non-hazardous substitute. The Client will incur the cost of removal and substitution.
- 3.6 The amount of any present or future sales, use, occupancy, excise, or other federal, state or local tax which R.J. O'Neil hereafter shall be obligated legally to pay, either on its own behalf or on the behalf of the Client or otherwise, with respect to the services and material covered by this agreement, shall be paid by the Client.

- 3.7 If the equipment or software included under this agreement is altered, modified, or changed by a party other than R.J. O'Neil, this agreement shall be modified to incorporate such changes and the agreement price shall be adjusted accordingly or R.J. O'Neil may terminate the agreement.
- 3.8 This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois.
- 3.9 Customer shall permit only R.J. O'Neil's personnel or agent to perform the work included in the scope of this agreement. Should anyone other than R.J. O'Neil's personnel perform such work, R.J. O'Neil may, at its option, cancel the agreement or eliminate the involved item of equipment from inclusion in this Agreement.
- 3.10 In the event the system is altered, modified, changed or moved, by a party other than R.J. O'Neil, R.J. O'Neil reserves the right to terminate or negotiate the Agreement based on the condition of the system after the changes have been made.
- 3.11 R.J. O'Neil will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
- 3.12 This agreement does not include responsibility for design of the systems, obsolesces, safety test, repair or replacement caused by weather, electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse of the systems, negligence of others (including customer), failure of customer to properly operate the systems, requirements of the governmental, regulatory, or insurance agencies, or other causes beyond R.J. O'Neil's control.

Extra Charges

- 4.1 If a trouble call is made at the Customer's request and inspection indicates a condition which is not covered under this agreement, R.J. O'Neil may charge customer at the rate then in effect for such services.

Non-Maintainable Equipment

- 5.1 The annual rate assumes the equipment covered under this Agreement is in maintainable condition. If, at the time of seasonal start-up or on the first inspection, repairs or replacements are required, such charges will be submitted for customer's approval. If customer does not authorize such repairs or replacements, R.J. O'Neil may either remove the equipment from its scope of responsibility, and adjust the annual rate accordingly, or cancel the agreement.
- 5.2 This Agreement applies only to the maintainable portions of the system(s). Under full coverage agreements, R.J. O'Neil will not be responsible for the repair or replacement of non-maintainable and/or non-moving parts of the heating, ventilation and air conditioning systems. Examples of such non-covered items are dampers, ductwork, cabinets, heat exchangers, boiler tubes, boiler sections, boiler refractory, chimney, breeching, refrigerant piping, refrigerant leaks, refrigeration evaporators, refrigeration condensers, condensate drain pans and lines, water coils, steam coils, steam traps, pneumatic air lines, fan housings, main power service and electrical wiring, valve bodies or other structural parts.

24-Hour Emergency Response

- 6.1 For any after-hours emergency service calls (outside of our normal business hours of 7:00am-3:30pm), R.J. O'Neil, Inc. will respond to mailbox messages within twenty (20) minutes. Please call the main office (630) 906-1300 and press "1" for emergency service and you will be directed to the voicemail box of the on-call technician.

RJONEIL

MECHANICAL CONTRACTORS



Semi-Annual PM Agreement

October 5, 2020

SUBMITTED TO

Yorkville Public Library,
902 Game Farm Rd, Yorkville, IL 60560

SUBMITTED BY

Kevin Baumann
Account Executive
kevin@rjoneil.com
R.J. O'Neil, Inc.
1125 S. Lake St., Montgomery, IL 60538

PLANNED MAINTENANCE AGREEMENT

R.J. O'Neil, Inc. will bring every piece of mechanical equipment quoted in **Section C** up to our operating standards. These services are more completely described in **Section D** (*Service Scope of Work*) and will be performed during regularly scheduled maintenance calls throughout the year at the frequencies indicated in **Section A** (*Preventative Maintenance Schedule*)

Yorkville Public Library will receive the following benefits as a Maintenance Agreement Customer:

- Preferential service labor and material rates will be provided over non-maintenance agreement customers and is available 24 hours a day, 365 days a year.
- Operating Instructions will be reviewed with the customer to enhance the efficiency of the equipment and to improve the environmental conditions.
- A completed copy of the Service Report will be provided after all service calls identifying the scope of work performed and any recommendations for improving the operation of the equipment.
- Discounted Service Labor Rate of \$125.00 an hour for the first year.

A. Preventative Maintenance Schedule

R.J. O'Neil Inc. proposes the following maintenance schedule. This can be revised to your request.

| Time of Year | Service | Equipment |
|--------------|--|---|
| Spring | Operational Inspection & Cleaning Operational Inspection & Coil Cleaning Filter Replacement & Inspection Operational Inspection & Cleaning Start-Up / Operational Inspection & Cleaning | Hot Water Boilers (2) Split Systems (2) Air Handler Water Heater Chiller |
| Summer | | |
| Fall | Operational Inspection & Cleaning Operational Inspection & Coil Cleaning Operational Inspection & Coil Cleaning Filter Replacement & Inspection Operational Inspection & Cleaning Shut-Down Chiller / Operational Inspection & Cleaning | Hot Water Boilers (2) Chiller Split Systems (2) Air Handler Water Heater Chiller |
| Winter | | |

B. Preventative Maintenance Program Pricing ("Services Fees")

| Service Fees | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|-----------------|------------|------------|------------|--------|--------|
| Annual Price | \$4,390.00 | \$4,521.70 | \$4,657.35 | | |
| Visits Per Year | 2 Visits | 2 Visits | 2 Visits | | |

Client agrees to pay R.J. O'Neil, Inc. \$4,390.00 per year for three years, payable at \$2,195.00 / \$2,260.85 / \$2,328.67 semi-annually as R.J. O'Neil's fee for the R.J. O'Neil, Inc. Service program described in the Equipment Inventory and Service sections. Upon commencement of this agreement, the first semi-annual invoice will be issued and payable within 30 days. Subsequent invoices are payable according to the terms outlined in the Terms and Conditions.

ACCEPTED: YORKVILLE PUBLIC LIBRARY

ACCEPTED: R.J. O'NEIL INC.

By: _____

By: _____

Date: _____

Date: _____

C. Equipment Inventory

| <u>Item</u> | <u>Make</u> | <u>Model No.</u> <u>Serial No.</u> | <u>Description/Location</u> | <u>Service Frequency</u> |
|------------------------------------|------------------|---------------------------------------|-------------------------------------|--------------------------|
| Boiler #1 | Raypak | H9-20002A 0605250758 | Hot Water Boiler Mechanical Room | Semi-Annual |
| Boiler #2 | Raypak | H9-20002A 0605250759 | Hot Water Boiler Mechanical Room | Semi-Annual |
| Chiller | McQuay | AGS170CS27-ER10 STNU060300243 | Chiller Outside | Semi-Annual |
| Split System AC/Furnace | York | AHP60D3XH21A A0K6907275 | Split System AC/Furnace Outside | Semi-Annual |
| Split System AC/Furnace | York | AHP60D3XH21A A0K6907265 | Split System AC/Furnace Outside | Semi-Annual |
| Air Handler | Johnson Marcraft | M12850-AHU1- DM0PS000W1 | Air Handler Server Room | Semi-Annual |
| Water Heater | AO Smith | BTH-120-970 J06M007024 | Water Heater Mechanical Room | Semi-Annual |

D. Service Scope of Work

This agreement includes all travel and jobsite labor, vehicles, and materials necessary to test the existing operation and performance of the equipment. Diagnostic and Operational testing will be performed to ensure the system(s) are in proper operating condition. Identification of any imminent system(s) failures is vital to lessen the possibility of future service calls.

R.J. O'Neil Inc. will perform the necessary services during normal business hours Monday through Friday from 7:00am – 3:30pm.

The following Manufacturer-specified maintenance tasks are included in your services:

Air Handling Units (Service only performed if listed in Section A. Equipment Inventory)

- Visually inspect drain pans and other adjacent surfaces subject to wetting semi-annually for cleanliness and microbial growth and clean when fouling is observed
- Visually inspect the dehumidification coils annually for cleanliness and microbial growth. Clean when fouling is observed
- Visually inspect outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas semi-annually for cleanliness and integrity. Clean, when necessary
- Verify sensors used for dynamic minimum outdoor air control accuracy and recalibrate or replace as necessary
- Maintain the floor drains located in plenums or rooms that serve as air plenums to prevent transport of contaminants from the floor drain to the plenum

Boilers – Steam / Hot Water (Service only performed if listed in Section A. Equipment Inventory)

- Check general condition of equipment, surrounding spaces and connections to duct
- Inspect and tighten electrical connections, contactors, relays and operating safety controls
- Check security of all motor mounts and vibration pads, inspect operating conditions of each motor
- Inspect condition of all fans, check each fan motor for proper direction of rotation
- Check each fan for rotation without obstruction from debris or fan shrouds
- Visually inspect fuel piping for leaks and proper support; inspect gas regulator valve
- Inspect flue and vent gas ductwork
- Inspect fireside of boiler debris and obstructions
- Inspect refractory for cracks, corrosion and other defects
- Brush clean the burner, flame rod surfaces and other combustion equipment
- Vacuum soot and dirt from combustion chamber
- Inspect condition and operation of combustion fans (w/a)
- Check burner sequence of operation and combustion air equipment
- Use flue gas analyzer to measure and record combustion gases
- Make minor adjustments for proper fuel and oxygen mixture
- Visually Check combustion flame
- Test operating and safety controls for proper calibration

Chillers (Service only performed if listed in Section A. Equipment Inventory)

- Check condition of sleepers or curb connection and general condition of equipment and surrounding spaces
- Inspect and tighten electrical connections, contactors, relays and operating safety controls
- Inspect for refrigerant and oil leaks

- Inspect water piping for leaks
- Check freeze protection, evaporator and piping heaters, glycol content (w/a)
- Check refrigerant in sight glass
- Check compressor oil presence in sight glass, and acid test if applicable
- Check inlet and outlet water pressure and determine proper flow (w/a)
- Measure inlet and outlet water temperatures
- Measure refrigerant pressures and temperatures
- Check crankcase heater operation

Split Systems (Service only performed if listed in Section A. Equipment Inventory)

- Clean filter
- Clean condenser coil annually
- Check control system devices for proper operation
- Check temperature drop
- Check refrigerant charge
- Check blower and condenser fan motor operations
- Check compressor and contactor

Water Heaters (Service only performed if listed in Section A. Equipment Inventory)

- Sediment Removal from Tanks
- Lime Scale Removal with UN-Lime (if needed)
- Inspect and Cleaning of Anode Rods
- Test Operation of the T&P Valve
- Inspection of Vent System
- Clean Termination Screens
- Clean Reseal /Repair if needed

E. Replacement Parts (New parts only – 10% discount on labor and parts purchased while under agreement)

Parts, materials, and filters shall be provided as follows:

- Filters – Included as needed
- Belts – Included as needed
- Lubrication and Cleaning Supplies – Excluded. Billed separately if required.
- Compressor Oil – Excluded. Billed separately if required.
- Refrigerant – Excluded. Billed separately if required.

All other parts and materials shall be provided as authorized and invoiced in addition to the base agreement price.

The rest of this page has been intentionally left blank.

R.J. O'Neil Terms and Conditions of Sale

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions unless otherwise indicated herein:

General Provisions

- 1.1 Unless stated otherwise, the services provided under this agreement shall be provided during R.J. O'Neil's normal working hours, (7:00 AM – 3:30 PM) Monday through Friday inclusive, excluding holidays.
- 1.2 The initial term shall be three years, effective on the date of signature by Client, provided there are no obligations to the Client by R.J. O'Neil, Inc. prior to the approval of this Agreement in writing as provided below. This Agreement will remain in effect for the Term listed above unless it is cancelled in writing by either party with a 30-day prior written notice without need to establish a cause for termination.
- 1.3 This agreement includes all preferential service rates to Client over non-agreement clients, along with a 10% discount on parts. It also ensures that the PM agreement price is locked for three years.
- 1.4 Client shall provide reasonable means of access to the equipment being serviced. Cost of man lift(s) to access unit heaters is not included. R.J. O'Neil shall not be responsible for any removal, replacement or refurbishing of the building structure, if required to gain access to the equipment. R.J. O'Neil shall be permitted to control and/or operate all equipment necessary to perform the services herein described as arranged with the Client's representative.
- 1.5 This agreement, when accepted in writing by the Client and approved by a R.J. O'Neil representative, shall constitute the entire agreement between the two parties.
- 1.6 Either party may terminate this agreement on the anniversary date of the original term or any extended term by giving the other party 30 days' notice of its intention.

Charges

- 2.1 For services not covered by this agreement but performed by R.J. O'Neil upon the Client's authorization, the Client agrees to pay R.J. O'Neil upon presentation of itemized invoice(s), at R.J. O'Neil's prevailing rates.
- 2.2 If an emergency service is requested by the Client and inspection does not reveal any defect for which R.J. O'Neil is liable under this agreement, the Client will be charged at R.J. O'Neil's prevailing rates.
- 2.3 The annual rate is subject to adjustment annually on each anniversary date to reflect increases in labor, material and other costs.
- 2.4 Customer will promptly pay invoices within thirty (30) days of receipts. Should payment become forty-five (45) days or more delinquent, R.J. O'Neil may stop all work under this agreement without notice and/or cancel this agreement, and the agreement amount shall become due and payable immediately upon demand. R.J. O'Neil will assess a late charge in the amount of 1 1/2 percent per month after thirty (30) days from the invoice date. Customer agrees to pay on demand the amount of all expenses reasonably incurred by R.J. O'Neil in efforts to collect the indebtedness in the event that this agreement is referred to an attorney. Customer agrees to pay a reasonable attorney's fee, including fees incurred in both trial and appellate courts or fees incurred without suit, and all court costs and costs of public officials. In the event legal remedy is necessary, venue shall be in Kendall County, Illinois.

Limitations of Liability

- 3.1 R.J. O'Neil shall not be liable for any loss, delay, injury or damage that may be caused by circumstances beyond its control including, but not restricted to acts of God, war, civil commotion, acts of government, fire, theft, corrosion, floods, water damage, lightening, freeze-ups, strikes, lockouts, difference with workmen, riots, explosions, quarantine restrictions, delays in transportation, shortage of vehicles, fuel, labor or materials, or malicious mischief. IN NO EVENT SHALL R.J. ONEIL BE LIABLE FOR BUSINESS INTERRUPTION LOSSES OR CONSEQUENTIAL OR SPECULATIVE DAMAGES, but this sentence shall not relieve R.J. O'Neil of liability for damage to property or injury to persons resulting from accidents caused directly by the negligence of R.J. O'Neil in performance or failure of performance of its obligations under this agreement.
- 3.2 R.J. O'Neil shall not be required to make safety tests, install new devices, or make modifications to any equipment beyond the scope of the original agreement in order to comply with recommendations or directives of insurance companies, governmental bodies or for other reasons.
- 3.3 R.J. O'Neil shall not be required to make replacements or repairs necessitated by reason of negligence, abuse or misuse, or by reason of any other cause beyond its control except ordinary wear and tear.
- 3.4 This agreement pre-supposes that all equipment is in satisfactory working condition and does not include the cost of any needed repairs. To minimize downtime, the Client pre-authorizes \$100.00 of repairs per maintenance visit that may be performed without approval. These repairs will be noted on invoice and clearly defined in the written service report. For repairs in excess of the defined amount, or in cases where the Client requests otherwise, a proposal to complete those repairs will be provided before work commences.
- 3.5 This agreement pre-supposes no substance regarded as hazardous by EPA is utilized in the system. If in servicing the system, R.J. O'Neil discovers the use of hazardous material, the Client will be responsible to remove, or have removed, any such substance and to replace it with a non-hazardous substitute. The Client will incur the cost of removal and substitution.
- 3.6 The amount of any present or future sales, use, occupancy, excise, or other federal, state or local tax which R.J. O'Neil hereafter shall be obligated legally to pay, either on its own behalf or on the behalf of the Client or otherwise, with respect to the services and material covered by this agreement, shall be paid by the Client.

- 3.7 If the equipment or software included under this agreement is altered, modified, or changed by a party other than R.J. O'Neil, this agreement shall be modified to incorporate such changes and the agreement price shall be adjusted accordingly or R.J. O'Neil may terminate the agreement.
- 3.8 This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois.
- 3.9 Customer shall permit only R.J. O'Neil's personnel or agent to perform the work included in the scope of this agreement. Should anyone other than R.J. O'Neil's personnel perform such work, R.J. O'Neil may, at its option, cancel the agreement or eliminate the involved item of equipment from inclusion in this Agreement.
- 3.10 In the event the system is altered, modified, changed or moved, by a party other than R.J. O'Neil, R.J. O'Neil reserves the right to terminate or negotiate the Agreement based on the condition of the system after the changes have been made.
- 3.11 R.J. O'Neil will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
- 3.12 This agreement does not include responsibility for design of the systems, obsolesces, safety test, repair or replacement caused by weather, electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse of the systems, negligence of others (including customer), failure of customer to properly operate the systems, requirements of the governmental, regulatory, or insurance agencies, or other causes beyond R.J. O'Neil's control.

Extra Charges

- 4.1 If a trouble call is made at the Customers request and inspection indicates a condition which is not covered under this agreement, R.J. O'Neil may charge customer at the rate than in effect for such services.

Non-Maintainable Equipment

- 5.1 The annual rate assumes the equipment covered under this Agreement is in maintainable condition. If, at the time of seasonal start-up or on the first inspection, repairs or replacements are required, such charges will be submitted for customer's approval. If customer does not authorize such repairs or replacements, R.J. O'Neil may either remove the equipment from its scope of responsibility, and adjust the annual rate accordingly, or cancel the agreement.
- 5.2 This Agreement applies only to the maintainable portions of the system(s). Under full coverage agreements, R.J. O'Neil will not be responsible for the repair or replacement of non-maintainable and/or non-moving parts of the heating, ventilation and air conditioning systems. Examples of such non-covered items are dampers, ductwork, cabinets, heat exchangers, boiler tubes, boiler sections, boiler refractory, chimney, breeching, refrigerant piping, refrigerant leaks, refrigeration evaporators, refrigeration condensers, condensate drain pans and lines, water coils, steam coils, steam traps, pneumatic air lines, fan housings, main power service and electrical wiring, valve bodies or other structural parts.

24-Hour Emergency Response

- 6.1 For any after-hours emergency service calls (outside of our normal business hours of 7:00am-3:30pm), R.J. O'Neil, Inc. will respond to mailbox messages within twenty (20) minutes. Please call the main office (630) 906-1300 and press "1" for emergency service and you will be directed to the voicemail box of the on-call technician.

| <u>Variables</u> | |
|----------------------------|---------------|
| 2019 Levy Extended Amount | \$739,084 |
| Est. CPI | 2.30000% |
| Est. 2020 EAV | \$583,854,466 |
| Est. 2020 New Construction | \$13,701,537 |
| 2020 State Multiplier | 1.0000 |

| <u>Est. Levy w/o New Construction</u> | |
|---|-----------|
| ((2019 Levy)*CPI or 5%, which ever is less) + (2019 Levy) = | |
| \$739,084 * 2.30% + \$739,084 = | \$756,083 |

| <u>Est. 2020 New Construction [Equalized]</u> | |
|--|--------------|
| Est. 2020 New Construction * 2020 State Multiplier = | |
| \$13,701,537 * 1.0000 = | \$13,701,537 |

| <u>Limiting Rate</u> | |
|---|----------|
| (Est. Levy w/o new construction) / (Est. 2020 EAV - Est. 2020 New Construction [Equalized]) = | |
| \$756,083 / (\$583,854,466 - \$13,701,537) = | 0.001326 |

| <u>Limiting Rate By New Construction</u> | |
|---|----------|
| Est. New Construction [Equalized] * Limiting Rate = | |
| \$13,701,537.00 * 0.001326 = | \$18,168 |

| <u>Est. 2020 Levy</u> | |
|--|-----------|
| Est. Levy w/o New Construction + Limiting Rate By New Construction = | |
| \$756,083 + \$18,168 = | \$774,251 |

| <u>Est. 2020 Levy Per \$100 EAV</u> | |
|--|--------|
| Est. 2020 Levy / Est. 2020 EAV * \$100 = | |
| \$774,251 / \$583,854,466 * \$100 = | 0.1326 |

| <u>Est. Change in Levy</u> | |
|-----------------------------------|-------|
| (Est. 2020 Levy / 2019 Levy) -1 = | |
| (\$774,251 / \$739,084) - 1 = | 4.76% |

\$16,999 48.34% *CPI Increment*

\$18,168 51.66% *New Construction Increment*

\$35,167 100.00% *Total Increment*

- - *check*

Tax Computation Report Kendall County

| Taxing District LYYV YORKVILLE LIBRARY | | | Equalization Factor 1.000000 | |
|--|--------------------|--------------------|------------------------------|-------------------|
| Property Type | Total EAV | Rate Setting EAV | PTELL Values | |
| Farm | 3,275,608 | 3,259,791 | Annexation EAV | 0 |
| Residential | 451,228,126 | 450,745,939 | Disconnection EAV | 0 |
| Commercial | 86,212,091 | 83,974,878 | Recovered TIF EAV | 0 |
| Industrial | 15,510,123 | 15,509,884 | Agg. Ext. Base (2018) | 704,769 |
| Mineral | 0 | 0 | Limiting Rate | 0.13410 |
| State Railroad | 89,004 | 89,004 | % of Burden | 0.00% |
| Local Railroad | 0 | 0 | TIF Increment | 2,735,456 |
| County Total | 556,314,952 | 553,579,496 | New Property | 18,026,355 |
| Total + Overlap | 556,314,952 | 553,579,496 | New Property (Overlap) | 0 |
| | | | Total New Property | 18,026,355 |

| Fund/Name | Levy Request | Max. Rate | Calc. Rate | Actual Rate | Non-PTELL Extension | PTELL Factor | Limited Rate | % Burden Rate | Kendall County Total Extension | Percent |
|----------------------------|------------------|-----------|-----------------|----------------|-----------------------|--------------|----------------|----------------|--------------------------------|-----------------|
| 003 BONDS & INTEREST | 827,088 | 0.00000 | 0.149407 | 0.14941 | \$827,103.12 | 1.00000 | 0.14941 | 0.00000 | \$827,103.12 | 52.8100 |
| ** 016 LIBRARY | 739,047 | 0.15000 | 0.133503 | 0.13351 | \$739,083.99 | 1.00000 | 0.13351 | 0.00000 | \$739,083.99 | 47.1900 |
| Totals (Capped) | 739,047 | | 0.133503 | 0.13351 | \$739,083.99 | | 0.13351 | 0.00000 | \$739,083.99 | 47.1900 |
| Totals (Not Capped) | 827,088 | | 0.149407 | 0.14941 | \$827,103.12 | | 0.14941 | 0.00000 | \$827,103.12 | 52.8100 |
| Totals (All) | 1,566,135 | | 0.282910 | 0.28292 | \$1,566,187.11 | | 0.28292 | 0.00000 | \$1,566,187.11 | 100.0000 |

** Subject to PTELL

2020 Tax Levy - Public Hearing

(Limiting Rate Applied to City & Library)

| | <u>2018 Rate</u> | <u>% Change over Prior</u> |
|----------------|-----------------------|----------------------------|
| | <u>Setting EAV</u> | <u>Yr EAV</u> |
| Farm | \$ 3,202,140 | 3.86% |
| Residential | 416,780,620 | 7.74% |
| Commercial | 83,874,064 | -0.12% |
| Industrial | 15,386,433 | 0.24% |
| State Railroad | 60,243 | 247.66% |
| Total | \$ 519,303,500 | 6.14% |

| | <u>2019 Rate</u> | <u>% Change over Prior</u> |
|----------------|-----------------------|----------------------------|
| | <u>Setting EAV</u> | <u>Yr EAV</u> |
| Farm | \$ 3,259,791 | 1.80% |
| Residential | 450,745,939 | 8.15% |
| Commercial | 83,974,878 | 0.12% |
| Industrial | 15,509,884 | 0.80% |
| State Railroad | 89,004 | 47.74% |
| Total | \$ 553,579,496 | 6.60% |

| | <u>2020</u> | <u>% Change over</u> |
|----------------|-----------------------|----------------------|
| | <u>Estimated EAV</u> | <u>Prior Yr EAV</u> |
| Farm | \$ 3,376,732 | 3.59% |
| Residential | 480,211,130 | 6.54% |
| Commercial | 84,518,557 | 0.65% |
| Industrial | 15,659,043 | 0.96% |
| State Railroad | 89,004 | 0.00% |
| Total | \$ 583,854,466 | 5.47% |

| | <u>2018</u> | <u>2018</u> | <u>2018</u> |
|---|----------------|---------------------|-----------------------|
| | <u>Rate</u> | <u>Levy Request</u> | <u>Levy Extension</u> |
| Corporate | 0.19306 | \$ 1,002,536 | \$ 1,002,567 |
| Bonds & Interest | 0.00000 | - | - |
| IMRF Pension | 0.00000 | - | - |
| Police Protection | 0.17093 | 887,637 | 887,645 |
| Police Pension | 0.21404 | 1,111,484 | 1,111,517 |
| Audit | 0.00574 | 29,800 | 29,808 |
| Liability Insurance | 0.00771 | 40,000 | 40,038 |
| Social Security | 0.02889 | 150,000 | 150,027 |
| School Crossing Guard | 0.00386 | 20,000 | 20,045 |
| Unemployment Insurance | 0.00000 | - | - |
| Subtotal City | 0.62423 | \$ 3,241,457 | \$ 3,241,648 |
| Library Operations | 0.13573 | \$ 725,000 | \$ 704,769 |
| Library Bonds & Interest | 0.15350 | 797,012 | 797,038 |
| Subtotal Library | 0.28923 | \$ 1,522,012 | \$ 1,501,807 |
| Total City (PTELL & Non-PTELL) | 0.91346 | \$ 4,763,469 | \$ 4,743,456 |
| less Bonds & Interest | 0.15350 | 797,012 | 797,038 |
| P-TELL Totals | 0.75996 | \$ 3,966,457 | \$ 3,946,417 |

| | <u>2019</u> | <u>2019</u> | <u>2019</u> |
|---|----------------|---------------------|-----------------------|
| | <u>Rate</u> | <u>Levy Request</u> | <u>Levy Extension</u> |
| Corporate | 0.18111 | \$ 1,002,536 | \$ 1,002,588 |
| Bonds & Interest | 0.00000 | - | - |
| IMRF Pension | 0.00000 | - | - |
| Police Protection | 0.15618 | 864,563 | 864,580 |
| Police Pension | 0.22230 | 1,230,604 | 1,230,607 |
| Audit | 0.00542 | 30,000 | 30,004 |
| Liability Insurance | 0.00723 | 40,000 | 40,024 |
| Social Security | 0.02710 | 150,000 | 150,020 |
| School Crossing Guard | 0.00362 | 20,000 | 20,040 |
| Unemployment Insurance | 0.00000 | - | - |
| Subtotal City | 0.60296 | \$ 3,337,703 | \$ 3,337,863 |
| Library Operations | 0.13351 | \$ 739,047 | \$ 739,084 |
| Library Bonds & Interest | 0.14941 | 827,088 | 827,103 |
| Subtotal Library | 0.28292 | \$ 1,566,135 | \$ 1,566,187 |
| Total City (PTELL & Non-PTELL) | 0.88588 | \$ 4,903,838 | \$ 4,904,050 |
| less Bonds & Interest | 0.14941 | 827,088 | 827,103 |
| P-TELL Totals | 0.73647 | \$ 4,076,750 | \$ 4,076,947 |

| | <u>2020</u> | <u>2020</u> | <u>% Change over</u> | <u>\$ Change over</u> |
|---|----------------|---------------------|----------------------|-----------------------|
| | <u>Rate</u> | <u>Levy Request</u> | <u>Prior Yr Ext.</u> | <u>Prior Yr Ext.</u> |
| Corporate | 0.17819 | \$ 1,040,358 | 3.77% | \$ 37,770 |
| Bonds & Interest | 0.00000 | - | - | - |
| IMRF Pension | 0.00000 | - | - | - |
| Police Protection | 0.14808 | 864,563 | 0.00% | (17) |
| Police Pension | 0.21838 | 1,275,000 | 3.61% | 44,393 |
| Audit | 0.00514 | 30,000 | -0.01% | (4) |
| Liability Insurance | 0.00685 | 40,000 | -0.06% | (24) |
| Social Security | 0.02569 | 150,000 | -0.01% | (20) |
| School Crossing Guard | 0.00343 | 20,000 | (0.00) | (40) |
| Unemployment Insurance | 0.00000 | - | - | - |
| Subtotal City | 0.58575 | \$ 3,419,921 | 2.46% | 82,058 |
| Library Operations | 0.15000 | \$ 875,782 | 18.50% | \$ 136,698 |
| Library Bonds & Interest | 0.14391 | 840,225 | 1.59% | 13,122 |
| Subtotal Library | 0.29391 | \$ 1,716,007 | 9.57% | 149,820 |
| Total City (PTELL & Non-PTELL) | 0.87966 | \$ 5,135,928 | 4.73% | \$ 231,878 |
| less Bonds & Interest | 0.14391 | 840,225 | 1.59% | 13,122 |
| P-TELL Totals | 0.73575 | \$ 4,295,703 | 5.37% | \$ 218,756 |

2020 Tax Levy - Public Hearing

(Limiting Rate Applied to City & Library)

| | <u>2018 Requested</u> | <u>2018 Extended</u> | | <u>2019 Requested</u> | <u>2019 Extended</u> | | <u>2020 Requested</u> | <u>% Inc(Dec) Over Prior Yr Extended</u> | <u>\$ Inc(Dec) Over Prior Yr Extended</u> | | |
|--------------------------------------|-----------------------|----------------------|--------------------------------------|-----------------------|----------------------|--------------------------------------|-----------------------|--|---|--|--|
| City | \$ 2,129,973 | \$ 2,130,131 | City | \$ 2,107,099 | \$ 2,107,256 | City | \$ 2,144,921 | 1.79% | \$ 37,665 | | |
| Library | 725,000 | 704,769 | Library | 739,047 | 739,084 | Library | 875,782 | 18.50% | 136,698 | | |
| Police Pension | 1,111,484 | 1,111,517 | Police Pension | 1,230,604 | 1,230,607 | Police Pension | 1,275,000 | 3.61% | 44,393 | | |
| City Debt Service | - | - | City Debt Service | - | - | City Debt Service | - | - | - | | |
| Library Debt Service | <u>797,012</u> | <u>797,038</u> | Library Debt Service | <u>827,088</u> | <u>827,103</u> | Library Debt Service | <u>840,225</u> | <u>1.59%</u> | <u>13,122</u> | | |
| Total | \$ 4,763,469 | \$ 4,743,456 | Total | \$ 4,903,838 | \$ 4,904,050 | Total | \$ 5,135,928 | 4.73% | \$ 231,878 | | |
| less Bonds & Interest | <u>797,012</u> | <u>797,038</u> | less Bonds & Interest | <u>827,088</u> | <u>827,103</u> | less Bonds & Interest | <u>840,225</u> | <u>1.59%</u> | <u>13,122</u> | | |
| PTELL Subtotal | \$ 3,966,457 | \$ 3,946,417 | PTELL Subtotal | \$ 4,076,750 | \$ 4,076,947 | PTELL Subtotal | \$ 4,295,703 | 5.37% | \$ 218,756 | | |
| <i>City (excluding Debt Service)</i> | <i>\$ 3,241,457</i> | <i>\$ 3,241,648</i> | <i>City (excluding Debt Service)</i> | <i>\$ 3,337,703</i> | <i>\$ 3,337,863</i> | <i>City (excluding Debt Service)</i> | <i>\$ 3,419,921</i> | <i>2.46%</i> | <i>\$ 82,058</i> | | |
| <i>Lib (excluding Debt Service)</i> | <i>725,000</i> | <i>704,769</i> | <i>Lib (excluding Debt Service)</i> | <i>739,047</i> | <i>739,084</i> | <i>Lib (excluding Debt Service)</i> | <i>875,782</i> | <i>18.50%</i> | <i>136,698</i> | | |

2020 Tax Levy - Estimated CPI and New Construction Increments

(Limiting Rate Applied to City & Library)

| | 2018 Rate <u>Setting EAV</u> | % Change over Prior <u>Yr EAV</u> | | 2019 Rate <u>Setting EAV</u> | % Change over Prior <u>Yr EAV</u> | | 2020 <u>Estimated EAV</u> | % Change over <u>Prior Yr EAV</u> |
|----------------|---------------------------------|--------------------------------------|----------------|---------------------------------|--------------------------------------|----------------|------------------------------|--------------------------------------|
| Farm | \$ 3,202,140 | 3.86% | Farm | \$ 3,259,791 | 1.80% | Farm | \$ 3,376,732 | 3.59% |
| Residential | 416,780,620 | 7.74% | Residential | 450,745,939 | 8.15% | Residential | 480,211,130 | 6.54% |
| Commercial | 83,874,064 | -0.12% | Commercial | 83,974,878 | 0.12% | Commercial | 84,518,557 | 0.65% |
| Industrial | 15,386,433 | 0.24% | Industrial | 15,509,884 | 0.80% | Industrial | 15,659,043 | 0.96% |
| State Railroad | 60,243 | 247.66% | State Railroad | 89,004 | 47.74% | State Railroad | 89,004 | 0.00% |
| Total | \$ 519,303,500 | 6.14% | Total | \$ 553,579,496 | 6.60% | Total | \$ 583,854,466 | 5.47% |

| | 2018 <u>Rate</u> | 2018 <u>Levy Request</u> | 2018 <u>Levy Extension</u> | | 2019 <u>Rate</u> | 2019 <u>Levy Request</u> | 2019 <u>Levy Extension</u> | | 2020 <u>Rate</u> | 2020 <u>Levy Request</u> | % Change over <u>Prior Yr Ext.</u> | \$ Change over <u>Prior Yr Ext.</u> |
|---|---------------------|-----------------------------|-------------------------------|--|---------------------|-----------------------------|-------------------------------|--|---------------------|-----------------------------|---------------------------------------|--|
| Corporate | 0.19306 | \$ 1,002,536 | \$ 1,002,567 | | 0.18111 | \$ 1,002,536 | \$ 1,002,588 | | 0.19134 | \$ 1,117,129 | 11.42% | \$ 114,541 |
| Bonds & Interest | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| IMRF Pension | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| Police Protection | 0.17093 | 887,637 | 887,645 | | 0.15618 | 864,563 | 864,580 | | 0.14808 | 864,563 | 0.00% | (17) |
| Police Pension | 0.21404 | 1,111,484 | 1,111,517 | | 0.22230 | 1,230,604 | 1,230,607 | | 0.21838 | 1,275,000 | 3.61% | 44,393 |
| Audit | 0.00574 | 29,800 | 29,808 | | 0.00542 | 30,000 | 30,004 | | 0.00514 | 30,000 | -0.01% | (4) |
| Liability Insurance | 0.00771 | 40,000 | 40,038 | | 0.00723 | 40,000 | 40,024 | | 0.00685 | 40,000 | -0.06% | (24) |
| Social Security | 0.02889 | 150,000 | 150,027 | | 0.02710 | 150,000 | 150,020 | | 0.02569 | 150,000 | -0.01% | (20) |
| School Crossing Guard | 0.00386 | 20,000 | 20,045 | | 0.00362 | 20,000 | 20,040 | | 0.00343 | 20,000 | (0.00) | (40) |
| Unemployment Insurance | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| Subtotal City | 0.62423 | \$ 3,241,457 | \$ 3,241,648 | | 0.60296 | \$ 3,337,703 | \$ 3,337,863 | | 0.59890 | \$ 3,496,692 | 4.76% | 158,829 |
| Library Operations | 0.13573 | \$ 725,000 | \$ 704,769 | | 0.13351 | \$ 739,047 | \$ 739,084 | | 0.13261 | \$ 774,251 | 4.76% | \$ 35,167 |
| Library Bonds & Interest | 0.15350 | 797,012 | 797,038 | | 0.14941 | 827,088 | 827,103 | | 0.14391 | 840,225 | 1.59% | 13,122 |
| Subtotal Library | 0.28923 | \$ 1,522,012 | \$ 1,501,807 | | 0.28292 | \$ 1,566,135 | \$ 1,566,187 | | 0.27652 | \$ 1,614,476 | 3.08% | 48,289 |
| Total City (PTELL & Non-PTELL) | 0.91346 | \$ 4,763,469 | \$ 4,743,456 | | 0.88588 | \$ 4,903,838 | \$ 4,904,050 | | 0.87542 | \$ 5,111,168 | 4.22% | \$ 207,118 |
| less Bonds & Interest | 0.15350 | 797,012 | 797,038 | | 0.14941 | 827,088 | 827,103 | | 0.14391 | 840,225 | 1.59% | 13,122 |
| P-TELL Totals | 0.75996 | \$ 3,966,457 | \$ 3,946,417 | | 0.73647 | \$ 4,076,750 | \$ 4,076,947 | | 0.73151 | \$ 4,270,943 | 4.76% | \$ 193,996 |

2020 Tax Levy - Estimated CPI and New Construction Increments

(Limiting Rate Applied to City & Library)

| | | | | | | | | | | | | % Inc(Dec) Over | \$ Inc(Dec) Over | | |
|--------------------------------------|-----------|----------------------|-----------|-----------------------|--------------------------------------|----------------------|------------------|-----------------------|------------------|--------------------------------------|-----------|--------------------------|------------------|-----------|----------------|
| <u>2018 Requested</u> | | <u>2018 Extended</u> | | <u>2019 Requested</u> | | <u>2019 Extended</u> | | <u>2020 Requested</u> | | <u>Prior Yr Extended</u> | | <u>Prior Yr Extended</u> | | | |
| City | \$ | 2,129,973 | \$ | 2,130,131 | City | \$ | 2,107,099 | \$ | 2,107,256 | City | \$ | 2,221,692 | 5.43% | \$ | 114,436 |
| Library | | 725,000 | | 704,769 | Library | | 739,047 | | 739,084 | Library | | 774,251 | 4.76% | | 35,167 |
| Police Pension | | 1,111,484 | | 1,111,517 | Police Pension | | 1,230,604 | | 1,230,607 | Police Pension | | 1,275,000 | 3.61% | | 44,393 |
| City Debt Service | | - | | - | City Debt Service | | - | | - | City Debt Service | | - | - | | - |
| Library Debt Service | | <u>797,012</u> | | <u>797,038</u> | Library Debt Service | | <u>827,088</u> | | <u>827,103</u> | Library Debt Service | | <u>840,225</u> | <u>1.59%</u> | | <u>13,122</u> |
| Total | \$ | 4,763,469 | \$ | 4,743,456 | Total | \$ | 4,903,838 | \$ | 4,904,050 | Total | \$ | 5,111,168 | 4.22% | \$ | 207,118 |
| less Bonds & Interest | | <u>797,012</u> | | <u>797,038</u> | less Bonds & Interest | | <u>827,088</u> | | <u>827,103</u> | less Bonds & Interest | | <u>840,225</u> | <u>1.59%</u> | | <u>13,122</u> |
| PTELL Subtotal | \$ | 3,966,457 | \$ | 3,946,417 | PTELL Subtotal | \$ | 4,076,750 | \$ | 4,076,947 | PTELL Subtotal | \$ | 4,270,943 | 4.76% | \$ | 193,996 |
| <i>City (excluding Debt Service)</i> | <i>\$</i> | <i>3,241,457</i> | <i>\$</i> | <i>3,241,648</i> | <i>City (excluding Debt Service)</i> | <i>\$</i> | <i>3,337,703</i> | <i>\$</i> | <i>3,337,863</i> | <i>City (excluding Debt Service)</i> | <i>\$</i> | <i>3,496,692</i> | <i>4.76%</i> | <i>\$</i> | <i>158,829</i> |
| <i>Lib (excluding Debt Service)</i> | | <i>725,000</i> | | <i>704,769</i> | <i>Lib (excluding Debt Service)</i> | | <i>739,047</i> | | <i>739,084</i> | <i>Lib (excluding Debt Service)</i> | | <i>774,251</i> | <i>4.76%</i> | | <i>35,167</i> |

2020 Estimated Tax Levy - New Construction Increment Only

(Limiting Rate Applied to City & Library)

| | 2018 Rate <u>Setting EAV</u> | % Change over Prior <u>Yr EAV</u> | | 2019 Rate <u>Setting EAV</u> | % Change over Prior <u>Yr EAV</u> | | 2020 <u>Estimated EAV</u> | % Change over <u>Prior Yr EAV</u> |
|----------------|---------------------------------|--------------------------------------|----------------|---------------------------------|--------------------------------------|----------------|------------------------------|--------------------------------------|
| Farm | \$ 3,202,140 | 3.86% | Farm | \$ 3,259,791 | 1.80% | Farm | \$ 3,376,732 | 3.59% |
| Residential | 416,780,620 | 7.74% | Residential | 450,745,939 | 8.15% | Residential | 480,211,130 | 6.54% |
| Commercial | 83,874,064 | -0.12% | Commercial | 83,974,878 | 0.12% | Commercial | 84,518,557 | 0.65% |
| Industrial | 15,386,433 | 0.24% | Industrial | 15,509,884 | 0.80% | Industrial | 15,659,043 | 0.96% |
| State Railroad | 60,243 | 247.66% | State Railroad | 89,004 | 47.74% | State Railroad | 89,004 | 0.00% |
| Total | \$ 519,303,500 | 6.14% | Total | \$ 553,579,496 | 6.60% | Total | \$ 583,854,466 | 5.47% |

| | 2018 <u>Rate</u> | 2018 <u>Levy Request</u> | 2018 <u>Levy Extension</u> | | 2019 <u>Rate</u> | 2019 <u>Levy Request</u> | 2019 <u>Levy Extension</u> | | 2020 <u>Rate</u> | 2020 <u>Levy Request</u> | % Change over <u>Prior Yr Ext.</u> | \$ Change over <u>Prior Yr Ext.</u> |
|---|---------------------|-----------------------------|-------------------------------|--|---------------------|-----------------------------|-------------------------------|--|---------------------|-----------------------------|---------------------------------------|--|
| Corporate | 0.19306 | \$ 1,002,536 | \$ 1,002,567 | | 0.18111 | \$ 1,002,536 | \$ 1,002,588 | | 0.17819 | \$ 1,040,358 | 3.77% | \$ 37,770 |
| Bonds & Interest | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| IMRF Pension | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| Police Protection | 0.17093 | 887,637 | 887,645 | | 0.15618 | 864,563 | 864,580 | | 0.14808 | 864,563 | 0.00% | (17) |
| Police Pension | 0.21404 | 1,111,484 | 1,111,517 | | 0.22230 | 1,230,604 | 1,230,607 | | 0.21838 | 1,275,000 | 3.61% | 44,393 |
| Audit | 0.00574 | 29,800 | 29,808 | | 0.00542 | 30,000 | 30,004 | | 0.00514 | 30,000 | -0.01% | (4) |
| Liability Insurance | 0.00771 | 40,000 | 40,038 | | 0.00723 | 40,000 | 40,024 | | 0.00685 | 40,000 | -0.06% | (24) |
| Social Security | 0.02889 | 150,000 | 150,027 | | 0.02710 | 150,000 | 150,020 | | 0.02569 | 150,000 | -0.01% | (20) |
| School Crossing Guard | 0.00386 | 20,000 | 20,045 | | 0.00362 | 20,000 | 20,040 | | 0.00343 | 20,000 | (0.00) | (40) |
| Unemployment Insurance | 0.00000 | - | - | | 0.00000 | - | - | | 0.00000 | - | - | - |
| Subtotal City | 0.62423 | \$ 3,241,457 | \$ 3,241,648 | | 0.60296 | \$ 3,337,703 | \$ 3,337,863 | | 0.58575 | \$ 3,419,921 | 2.46% | 82,058 |
| Library Operations | 0.13573 | \$ 725,000 | \$ 704,769 | | 0.13351 | \$ 739,047 | \$ 739,084 | | 0.12970 | \$ 757,252 | 2.46% | \$ 18,168 |
| Library Bonds & Interest | 0.15350 | 797,012 | 797,038 | | 0.14941 | 827,088 | 827,103 | | 0.14391 | 840,225 | 1.59% | 13,122 |
| Subtotal Library | 0.28923 | \$ 1,522,012 | \$ 1,501,807 | | 0.28292 | \$ 1,566,135 | \$ 1,566,187 | | 0.27361 | \$ 1,597,477 | 2.00% | 31,290 |
| Total City (PTELL & Non-PTELL) | 0.91346 | \$ 4,763,469 | \$ 4,743,456 | | 0.88588 | \$ 4,903,838 | \$ 4,904,050 | | 0.85936 | \$ 5,017,398 | 2.31% | \$ 113,348 |
| less Bonds & Interest | 0.15350 | 797,012 | 797,038 | | 0.14941 | 827,088 | 827,103 | | 0.14391 | 840,225 | 1.59% | 13,122 |
| P-TELL Totals | 0.75996 | \$ 3,966,457 | \$ 3,946,417 | | 0.73647 | \$ 4,076,750 | \$ 4,076,947 | | 0.71545 | \$ 4,177,173 | 2.46% | \$ 100,226 |

2020 Estimated Tax Levy - New Construction Increment Only

(Limiting Rate Applied to City & Library)

| | | | | | | | | % Inc(Dec) Over | \$ Inc(Dec) Over |
|--------------------------------------|-----------------------|----------------------|--------------------------------------|-----------------------|----------------------|--------------------------------------|--------------------------|-----------------|--------------------------|
| | <u>2018 Requested</u> | <u>2018 Extended</u> | | <u>2019 Requested</u> | <u>2019 Extended</u> | <u>2020 Requested</u> | <u>Prior Yr Extended</u> | | <u>Prior Yr Extended</u> |
| City | \$ 2,129,973 | \$ 2,130,131 | City | \$ 2,107,099 | \$ 2,107,256 | City | \$ 2,144,921 | 1.79% | \$ 37,665 |
| Library | 725,000 | 704,769 | Library | 739,047 | 739,084 | Library | 757,252 | 2.46% | 18,168 |
| Police Pension | 1,111,484 | 1,111,517 | Police Pension | 1,230,604 | 1,230,607 | Police Pension | 1,275,000 | 3.61% | 44,393 |
| City Debt Service | - | - | City Debt Service | - | - | City Debt Service | - | - | - |
| Library Debt Service | <u>797,012</u> | <u>797,038</u> | Library Debt Service | <u>827,088</u> | <u>827,103</u> | Library Debt Service | <u>840,225</u> | <u>1.59%</u> | <u>13,122</u> |
| Total | \$ 4,763,469 | \$ 4,743,456 | Total | \$ 4,903,838 | \$ 4,904,050 | Total | \$ 5,017,398 | 2.31% | \$ 113,348 |
| less Bonds & Interest | <u>797,012</u> | <u>797,038</u> | less Bonds & Interest | <u>827,088</u> | <u>827,103</u> | less Bonds & Interest | <u>840,225</u> | <u>1.59%</u> | <u>13,122</u> |
| PTELL Subtotal | \$ 3,966,457 | \$ 3,946,417 | PTELL Subtotal | \$ 4,076,750 | \$ 4,076,947 | PTELL Subtotal | \$ 4,177,173 | 2.46% | \$ 100,226 |
| <i>City (excluding Debt Service)</i> | <i>\$ 3,241,457</i> | <i>\$ 3,241,648</i> | <i>City (excluding Debt Service)</i> | <i>\$ 3,337,703</i> | <i>\$ 3,337,863</i> | <i>City (excluding Debt Service)</i> | <i>\$ 3,419,921</i> | <i>2.46%</i> | <i>\$ 82,058</i> |
| <i>Lib (excluding Debt Service)</i> | <i>725,000</i> | <i>704,769</i> | <i>Lib (excluding Debt Service)</i> | <i>739,047</i> | <i>739,084</i> | <i>Lib (excluding Debt Service)</i> | <i>757,252</i> | <i>2.46%</i> | <i>18,168</i> |

PUBLIC NOTICE

By action of the Yorkville Public Library Board of Trustees, the Library will be closed for the following holidays for the calendar year 2021.

| | | |
|------------------------|-------------|-----------------------------|
| New Year's Day | January 1 | Friday |
| Martin Luther King Day | January 18 | Monday |
| President's Day | February 15 | Monday |
| Good Friday | April 2 | Friday (Closing at 1 pm) |
| Easter | April 4 | Sunday |
| Mother's Day | May 9 | Sunday |
| Memorial Day | May 31 | Monday |
| Independence Day | July 4 | Observed Monday, July 5 |
| Labor Day | September 6 | Monday |
| Veterans Day | November 11 | Thursday |
| Thanksgiving Eve | November 24 | Wednesday (Closing at 5 pm) |
| Thanksgiving Day | November 25 | Thursday |
| Christmas Eve | December 24 | Friday |
| Christmas Day | December 25 | Saturday |
| New Year's Eve | December 31 | Friday |

PUBLIC NOTICE

By action of the Yorkville Public Library Board of Trustees, the Library Board will meet on the second Monday of each month at 7:00 p.m. at the Library located at 902 Game Farm Road during the 2021 calendar year.

January 11

February 8

March 8

April 12

May 10

June 14

July 12

August 9

September 13

October 11

November 8

December 13