

**Agenda  
Yorkville Public Library  
Board of Trustees  
October 11, 2021, at 7:00 P.M.  
Michelle Pfister Meeting Room  
902 Game Farm Road**

1. Roll Call
2. Recognition of Visitors
3. Amendments to the Agenda
4. Presentations
5. Minutes
6. Correspondence
7. Public Comment
8. Friends of the Library Report
9. Staff Comment
10. Report of the Treasurer: Financial Statement  
Payment of Bills
11. Report of the Library Director
12. City Council Liaison
13. Standing Committees: Policy Personnel  
Physical Facilities Finance  
Community Relations
14. Unfinished Business: Camera System Proposals  
Tax Levy
15. New Business: HVAC duct cleaning proposal  
Library Closings for 2022  
Library Board Meeting Dates for 2022
16. Executive Session (if needed)
  1. For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 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.
17. Adjournment

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# DRAFT

**Yorkville Public Library**  
**Policy Committee Meeting**  
Wednesday, September 8, 2021 6:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The Policy Committee meeting was called to order at 6:00pm by Chairperson Theron Garcia, roll was called and a quorum was established.

**Roll Call Committee Members:** Theron Garcia-yes, Darren Crawford-yes  
Absent: Tara Schumacher, Rosie Millen

**Others Present:**  
Library Director Shelley Augustine

**Recognition of Visitors:** Ms. Garcia recognized Ms. Augustine.

**Public Comment:** None

**New Business:**  
**Updating Current Library Personnel Policies**  
**Adding Policy Against Harassment**

The purpose of the meeting was to update library policies and to review a new policy for harassment.

Ms. Augustine provided a copy of the current library policies along with proposed additions and deletions. She obtained policy examples from the Director's University she is attending and the creator of the University is the Executive Director of Northbrook Public Library. The Committee reviewed the proposed revisions and either agreed or suggested alternative wording. Director Augustine also included a new Policy Against Harassment which was reviewed.

**Executive Session:**  
At approximately 7:19pm the Committee moved into Executive Session on a motion and second by Chairperson Garcia and Trustee Crawford, respectively. Ms. Garcia read the reason as follows: For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 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. The Session ended at 7:24pm and the Committee returned to the regular meeting.

**New Business cont.**  
No action was taken regarding the Executive Session. Ms. Augustine will revise the policies which will be presented at the September 13<sup>th</sup> Board meeting.

**Adjournment:**  
There was no other business and the meeting was adjourned at 7:25pm.

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# DRAFT

## Yorkville Public Library

Board of Trustees

Monday, September 13, 2021 7:00pm

902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:00pm by President Darren Crawford, roll was called and a quorum was established.

### **Roll Call:**

Rosie Millen-yes, Theron Garcia-yes, Ryan Forristall-yes, Darren Crawford-yes, Susan Chacon-yes, Russ Walter-yes, Sue Shimp-yes, Tara Schumacher-yes, Bret Reifsteck-yes

### **Others Present:**

Library Director Shelley Augustine, Friends of the Library member Judy Somerlot, Daniel Chacon

**Recognition of Visitors:** President Crawford recognized staff and guests.

**Amendments to the Agenda:** None

**Presentations:** None

### **Minutes:** August 9, 2021 Finance Committee, August 9, 2021 Board of Trustees

Trustee Walter moved and President Crawford seconded to approve the minutes as presented. Roll call: Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes, Schumacher-yes, Reifsteck-yes, Millen-yes. Carried 9-0.

**Correspondence:** None

**Public Comment:**

### **Friends of the Library Report:**

Ms. Somerlot thanked all who assisted with the book sale and also thanked Mr. Crawford and his family for their help with the setup and cleanup. She reported the Friends had met this morning and more people have joined. The book sale is ongoing and as of this date the sales total \$8,321. The leftover books will be donated to various organizations. Ms. Somerlot said the Friends have approved monetary donations for library activities, mulch and the Community Fest. Adult Services Director Genevieve Hix requested \$900 to purchase accessibility items. The Friends group is also looking at estimates for another outside trash container. Volunteers are needed for both the Community Fest and the mini-golf event scheduled for February 6, 2022. The grassroots committee has ordered signs and many people have submitted ideas for promoting the library.

**Staff Comment:** None

### **Report of the Treasurer:**

#### **Financial Statement**

Treasurer Chacon cited an error in coding a Nicor bill to advertising rather than utilities. The state grant has been received and she noted a group of subscriptions that are renewed annually. Trustee Walter mentioned the e-rate reimbursement will be applied to the Metronet July billing and the actual amount will be \$249.95. It will be set up for an electronic payment starting in September.

#### **Payment of Bills**

President Crawford made a motion to pay the bills as follows and it was seconded by Ms. Garcia.

\$16,323.98    Accounts Payable

\$38,823.57    Payroll

\$55,147.55    TOTAL

Roll call: Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes, Schumacher-yes, Reifsteck-yes, Millen-yes, Garcia-yes. Carried 9-0.

### **Report of the Library Director:**

Ms. Augustine thanked Ms. Somerlot and the Friends group for their work on the book sale. The pop-up library was debuted at the Hometown Days, however, there was no foot traffic where they were located. Plans for the Community Fest spearheaded by Tiffany Forristall, are underway and Ms. Augustine detailed the many activities already arranged. Director Augustine also spoke about the many recent programs presented. She also attended a Chamber of Commerce lunch and gave a reference desk segment on WSPY radio. A blood drive was also held at the library. She reported on the library operations including many building and mechanical issues. Ms. Augustine inquired about traffic cone placement to prevent high school students from driving through the library parking lot after school and causing a hazard. Public Works provided cones immediately. In other matters, interviews have been held for 3 part-time positions, an in-service day will be held September 24<sup>th</sup> and the new library hours have been well-received.

**City Council Liaison:** No report.

### **Standing Committees:**

#### **Policy**

Ms. Garcia reported the Policy Committee met to review personnel policies which will be discussed later on the agenda.

#### **Cooperative Educational Programming Commission**

President Crawford said he has reached out to school officials and is waiting for a reply.

### **Unfinished Business:**

#### **Camera System Proposals**

Ms. Augustine said this topic has been discussed many times at Board meetings and she asked for Board direction on the camera system. She created a comparison chart of the previous quotes received and asked if the quotes needed to be revisited. There was recently an incident that was not captured on camera and committee members said new cameras are needed, citing a possible liability issue. The Board discussed the budget and how to accommodate the cost of new cameras. Ms. Schumacher commented it would be more beneficial to buy new equipment rather than always patching equipment. President Crawford proposed that camera locations be identified and phase out the old system while investing in a system that is modular to allow for the purchase of a few new cameras each

year. A stand-alone system with no internet connection is recommended, so there is no hacking possibility. Mr. Walter will contact the rep from the prior quote for a revision and to discuss a service contract.

### **New Business:**

#### **Disaster Plan Update**

An updated Disaster Plan was presented, with revisions to names, phone numbers along with maps of fire alarms, emergency exits and fire extinguishers. This update will be reviewed with employees at the in-service day.

#### **Personnel Policy**

Ms. Augustine pointed out the changes made in this policy and said a new harassment policy is separate. The Board reviewed the revisions and suggested a few minor changes. President Crawford made a motion to adopt the Personnel Policy with the changes suggested and Trustee Walter seconded the motion. Roll call: Shimp-yes, Schumacher-yes, Reifsteck-yes, Millen-yes, Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes. Carried 9-0.

#### **Policy Against Harassment**

The library attorney drafted the harassment policy which he recommended for adoption by way of a resolution. President Crawford read the resolution aloud and made a motion to adopt the harassment policy as presented, seconded by Russ Walter. Roll call: Schumacher-yes, Reifsteck-yes, Millen-yes, Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes. Carried 9-0.

### **Executive Session:**

At approximately 8:20pm the Board moved into Executive Session on a motion by Mr. Crawford and second by Mr. Walter. President Crawford stated the reason as follows: **For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 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.** At approximately 8:30pm the Session was concluded and the Board moved back into regular session with no further action taken.

### **Additional Business:** None

### **Adjournment:**

There was no further business and the meeting adjourned at 8:30pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker

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DATE: 09/20/21  
TIME: 07:33:31  
ID: AP225000.WOW

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900109	FNBO	FIRST NATIONAL BANK OMAHA			09/25/21		
	092521-A.SIMMONS	08/31/21	01	ADS-REPLACED ANNUNCIATOR AT		24-216-54-00-5446	1,141.07
			02	651 PRAIRIE POINTE		** COMMENT **	
			03	VERIZON-JUL 2021 IN CAR UNITS		01-210-54-00-5440	900.25
			04	VERIZON-AUG 2021 MOBILE PHONES		01-220-54-00-5440	169.72
			05	VERIZON-AUG 2021 MOBILE PHONES		01-110-54-00-5440	99.76
			06	VERIZON-AUG 2021 MOBILE PHONES		01-210-54-00-5440	842.22
			07	VERIZON-AUG 2021 MOBILE PHONES		79-790-54-00-5440	36.01
			08	VERIZON-AUG 2021 MOBILE PHONES		79-795-54-00-5440	156.92
			09	VERIZON-AUG 2021 MOBILE PHONES		51-510-54-00-5440	236.24
			10	VERIZON-AUG 2021 MOBILE PHONES		82-820-54-00-5440	43.00
			11	VERIZON-AUG 2021 MOBILE PHONES		52-520-54-00-5440	36.01
				INVOICE TOTAL:			3,661.20 *
	092521-B.BEHRENS	08/31/21	01	SHOELINE.COM-WORKBOOTS-BEHRENS		01-410-56-00-5600	169.99
				INVOICE TOTAL:			169.99 *
	092521-B.OLSON	08/31/21	01	ZOOM-MONTHLY USAGE FEE		01-110-54-00-5462	209.96
				INVOICE TOTAL:			209.96 *
	092521-B.PFIZENMAIER	08/31/21	01	JEWEL-CAKE, PLATES, CUTLERY		01-210-56-00-5650	45.78
			02	STEVENS-EMBROIDERY		01-210-56-00-5600	164.00
			03	STRYPES-STRIP LETTERING		01-210-54-00-5495	730.00
			04	STRYPES-INSTALL GRAPHICS CON		25-205-60-00-6070	1,900.00
			05	NEW SUV		** COMMENT **	
			06	GJOVIKS-OIL CHANGE		01-210-54-00-5495	39.89
			07	GJOVIKS-OIL CHANGE, BATTERY		01-210-54-00-5495	173.14
			08	GJOVIKS-REPLACE TOE LINK		01-210-54-00-5495	518.43
			09	GJOVIKS-OIL CHANGE		01-210-54-00-5495	21.44
			10	GJOVIKS-INSTALLED NEW GEAR		01-210-54-00-5495	248.19
			11	SHIFT CABLE		** COMMENT **	
			12	DUYS-WORK BOOTS-GOLDSMITH		01-210-56-00-5600	113.90
			13	AMAZON-GIFT CARD		01-210-56-00-5650	100.00
				INVOICE TOTAL:			4,054.77 *
	092521-C.CALCAGNO	08/31/21	01	FAIRYTAIL ENTERTAINMENT-DOWN		79-795-56-00-5602	800.00
			02	PAYMENT FOR HTD CHARACTERS		** COMMENT **	
				INVOICE TOTAL:			800.00 *
	092521-D.BROWN	08/31/21	01	AMAZON-FLUSHMATE TANK RETURNED		51-510-56-00-5638	-150.00
			02	CREDIT		** COMMENT **	
				INVOICE TOTAL:			-150.00 *
	092521-D.DEBORD	08/31/21	01	TRIBUNE-SUBSCRIPTION RENEWAL		82-820-54-00-5460	158.82
			02	AMAZON-PRIME MEMBERSHIP FEE		82-820-54-00-5460	12.99
			03	DEMCO-CUSTOM SELK INKING		82-820-56-00-5620	75.59

DATE: 09/20/21  
TIME: 07:33:31  
ID: AP225000.WOW

UNITED CITY OF YORKVILLE  
MANUAL CHECK REGISTER

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900109	FNBO	FIRST NATIONAL BANK OMAHA			09/25/21		
	092521-D.DEBORD	08/31/21	04	STAMPS		** COMMENT ** INVOICE TOTAL:	247.40 *
	092521-D.HENNE	08/31/21	01	HOME DEPO-WIRE	01-410-56-00-5620		8.96
			02	CARROLL#AUG051147-ASPHALT	01-410-56-00-5630		150.00
			03	HOME DEPO-WIRE	01-410-56-00-5620		4.76
					INVOICE TOTAL:		163.72 *
	092521-D.SMITH	08/31/21	01	SEAL MASTER-TENNIS COURT	79-790-56-00-5640		3,265.76
			02	RESURFACING	** COMMENT **		
					INVOICE TOTAL:		3,265.76 *
	092521-E.DHUSE	08/31/21	01	AMAZON-NYLON FLAG POLE HOOKS	23-230-60-00-6025		10.43
			02	AMAZON-FLAG POLE KITS, FLAG	23-230-60-00-6025		139.94
			03	POLE LIGHTS	** COMMENT **		
			04	NAPA#292922-FILTER	01-410-56-00-5628		5.85
			05	NAPA#29030-DRAIN PLUGS	01-410-56-00-5628		19.95
			06	NAPA#293510-LAMPS	01-410-56-00-5628		86.26
			07	NAPA#293584-WARRANTY REFUND	01-410-56-00-5628		-7.96
					INVOICE TOTAL:		254.47 *
	092521-E.SCHREIBER	08/31/21	01	AMAZON-STORAGE ORGANIZER	79-795-56-00-5606		99.98
			02	AMAZON-DRY ERASE MARKERS	79-795-56-00-5606		258.33
			03	PRESCHOOL SNACKS, CLASSROOM	** COMMENT **		
			04	SUPPLIES, CUPS, DRY ERASE	** COMMENT **		
			05	BOARD	** COMMENT **		
			06	AMAZON-CONSTRUCTION PAPER	79-795-56-00-5606		68.39
			07	TARGET-UP&UP	79-795-56-00-5606		21.00
			08	AMAZON-UTILITY STORAGE CART	79-795-56-00-5606		84.99
			09	AMAZON-BABY CONTEST PRIZES	79-795-56-00-5602		44.38
			10	AMAZON-COMMAND STRIPS, WALL	79-795-56-00-5606		91.92
			11	CLIPS, BINGO DAUBERS	** COMMENT **		
			12	AMAZON-PRESCHOOL START UP	79-795-56-00-5606		26.48
			13	SUPPLIES	** COMMENT **		
					INVOICE TOTAL:		695.47 *
	092521-E.WILLRETT	08/31/21	01	PARAGON-APC REPLACEMENT	01-640-54-00-5450		372.99
			02	BATTERY	** COMMENT **		
			03	ELEMENT FOUR-AUG 2021 CLOUD	01-640-54-00-5450		635.10
			04	OFFSITE BACKUPS	** COMMENT **		
			05	APA-MEMBERSHIP RENEWAL	01-110-54-00-5460		539.00
			06	SHI-VIDEO AUDIO CABLE	01-640-54-00-5450		50.00
			07	SHI-6 MONITORS	01-640-54-00-5450		655.00
			08	PYSICIANS-RANDOM DOT TEST	51-510-54-00-5462		58.00
			09	PYSICIANS-RANDOM DOT TESTS	79-790-54-00-5462		209.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
900109	FNBO	FIRST NATIONAL BANK OMAHA			09/25/21		
	092521-R.FREDRICKSON	08/31/21	29	@ 610 TOWER OFC2	** COMMENT **		
			30	COMCAST-08/01-08/31 INTERNET	52-520-54-00-5440		18.07
			31	@ 610 TOWER OFC2	** COMMENT **		
			32	COMCAST-08/01-08/31 INTERNET	01-410-54-00-5440		36.13
			33	@ 610 TOWER OFC2	** COMMENT **		
			34	COMCAST-08/02-09/01 INTERNET	01-110-54-00-5440		27.39
			35	AT 651 PRAIRIE POINTE	** COMMENT **		
				INVOICE TOTAL:			1,445.41 *
	092521-R.MIKOLASEK	08/31/21	01	SOUTHWEST-AIRFAIR TO ATTEND	01-210-54-00-5415		71.81
			02	TRAINING	** COMMENT **		
				INVOICE TOTAL:			71.81 *
	092521-S.AUGUSTINE	08/31/21	01	YORKVILLE CHAMBER-LUNCHEON	82-820-54-00-5412		20.00
			02	MENARDS-WINDEX	82-820-56-00-5621		35.64
			03	AMAZON-ENVELOPES	82-820-56-00-5610		25.95
			04	AMAZON-FACE MASKS	82-820-56-00-5621		7.96
			05	QUILL-BADE HOLDERS	82-820-56-00-5610		9.48
			06	LIBERTY MUTUAL-NEW BUSINESS	82-820-54-00-5462		800.00
			07	OFFICAL ADDED	** COMMENT **		
			08	AMAZON-BASEBALL CAPS	82-000-24-00-2480		26.96
			09	AMAZON-PAPER	82-820-56-00-5610		14.37
			10	METRONET-AUG 2021 INTERNET	82-820-54-00-5440		249.95
			11	AMAZON-FILES, CARDSTOCK,	82-820-56-00-5610		79.98
			12	LABELS	** COMMENT **		
			13	QUILL-TONER	82-820-56-00-5610		735.89
			14	QUILL-DISINFECTANT WIPES	82-820-56-00-5621		26.95
			15	AMAZON-HARD DISK DRIVE	82-820-56-00-5635		383.00
			16	AMAZON-SURGE PROTECTORS	82-820-56-00-5635		423.98
			17	AMAZON-FACE MASKS	82-820-56-00-5621		13.96
				INVOICE TOTAL:			2,854.07 *
	092521-S.IWANSKI	08/31/21	01	YORKVILLE POST-BOOK CLUB	82-820-54-00-5452		23.59
			02	POSTAGE	** COMMENT **		
				INVOICE TOTAL:			23.59 *
	092521-S.RAASCH	08/31/21	01	TOLLS AND PARKING REPLATED TO	01-110-54-00-5415		47.80
			02	651 PRAIRIE POINTE FURNITURE	** COMMENT **		
			03	TOUR	** COMMENT **		
				INVOICE TOTAL:			47.80 *
	092521-S.REDMON	08/31/21	01	AT&T-08/24-09/23 TOWN SQUARE	79-795-54-00-5440		78.53
			02	SIGN INTERNET	** COMMENT **		
			03	JOT FORM-AUG 2021 USAGE FEE	79-795-56-00-5606		237.57
			04	PLUG & PAY-JUL 2021 FEES	79-795-54-00-5462		49.95

Total for All Highlighted Library Invoices: \$3,168.06

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 10/11/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105075	BAKTAY	BAKER & TAYLOR					
	2036157903		08/31/21	01	BOOKS	82-000-24-00-2480	699.12
					INVOICE TOTAL:		699.12 *
	2036165277		09/02/21	01	BOOKS	82-000-24-00-2480	488.24
					INVOICE TOTAL:		488.24 *
	2036176367		09/09/21	01	BOOKS	84-840-56-00-5686	770.79
					INVOICE TOTAL:		770.79 *
	2036176991		09/09/21	01	BOOKS	84-840-56-00-5686	309.43
					INVOICE TOTAL:		309.43 *
	2036181924		09/07/21	01	BOOKS	82-000-24-00-2480	317.64
					INVOICE TOTAL:		317.64 *
					CHECK TOTAL:		2,585.22
105076	EBSCO	EBSCO INDUSTRIES, INC.					
	1000166157-1		09/21/21	01	NOVA-LIST ONLINE RENEWAL	82-820-54-00-5460	1,587.00
					INVOICE TOTAL:		1,587.00 *
					CHECK TOTAL:		1,587.00
105077	LLWCONSU	LLOYD WARBER					
	10510		10/01/21	01	SEPT 2021 ON SITE IT SUPPORT	82-820-54-00-5462	750.00
					INVOICE TOTAL:		750.00 *
					CHECK TOTAL:		750.00
105078	MIDWTAPE	MIDWEST TAPE					
	500949057		09/07/21	01	MUSIC CD	84-840-56-00-5684	13.99

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 10/11/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105078	MIDWTAPE	MIDWEST TAPE					
	500949057		09/07/21	02	AUDIO BOOKS	84-840-56-00-5683	89.98
				03	DVDS	84-840-56-00-5685	74.96
					INVOICE TOTAL:		178.93 *
	500970209		09/10/21	01	DVDS	84-840-56-00-5685	44.98
					INVOICE TOTAL:		44.98 *
	500992562		09/15/21	01	DVDS	84-840-56-00-5685	48.73
					INVOICE TOTAL:		48.73 *
	501004978		09/20/21	01	AUDIO BOOK	84-840-56-00-5683	39.99
				02	DVD	84-840-56-00-5685	12.99
					INVOICE TOTAL:		52.98 *
	501046566		09/28/21	01	DVD	84-840-56-00-5685	22.49
				02	CD	84-840-56-00-5684	19.99
				03	AUDIO BOOK	82-000-24-00-2480	29.99
				04	AUDIO BOOKS	84-840-56-00-5683	294.93
					INVOICE TOTAL:		367.40 *
					CHECK TOTAL:		693.02
105079	R0002334	REDDICK PUBLIC LIBRARY					
	092021-REIMB		09/20/21	01	REIMBURSEMENT COST FOR LOST	82-820-56-00-5686	16.00
				02	BOOK	** COMMENT **	
					INVOICE TOTAL:		16.00 *
					CHECK TOTAL:		16.00
105080	RJONEIL	R.J. O'NEIL, INC.					
	00114934		08/31/21	01	REPAIRED FLEXIBLE DUCT	82-820-54-00-5495	210.00
					INVOICE TOTAL:		210.00 *

82-820 LIBRARY OPERATIONS

83-830 LIBRARY DEBT SERVICE

84-840 LIBRARY CAPITAL

UNITED CITY OF YORKVILLE  
CHECK REGISTER

CHECK DATE: 10/11/21

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
105080	RJONEIL	R.J. O'NEIL, INC.					
	00115002		09/16/21	01	HVAC REPAIR	82-820-54-00-5495	1,425.00
					INVOICE TOTAL:		1,425.00 *
					CHECK TOTAL:		1,635.00
105081	TRIBUNE	CHICAGO TRIBUNE COMPANY					
	10394737-090421		09/04/21	01	SUBSCRIPTION RENEWAL THROUGH	82-820-54-00-5460	139.50
				02	12/04/21	** COMMENT **	
					INVOICE TOTAL:		139.50 *
					CHECK TOTAL:		139.50
105082	YOUNGM	MARLYS J. YOUNG					
	080921-LIB		09/03/21	01	08/09/21 MEETING MINUTES	82-820-54-00-5462	61.75
					INVOICE TOTAL:		61.75 *
	090821		09/15/21	01	09/08/21 LIB POLICY MEETING	82-820-54-00-5462	70.50
				02	MINUTES	** COMMENT **	
					INVOICE TOTAL:		70.50 *
					CHECK TOTAL:		132.25
					TOTAL AMOUNT PAID:		7,537.99



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### September 3, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
ADMINISTRATION	\$ 14,701.81	\$ -	14,701.81	\$ 1,633.37	\$ 1,102.09	\$ 17,437.27
FINANCE	11,519.60	-	11,519.60	1,279.83	860.25	\$ 13,659.68
POLICE	120,827.63	2,440.81	123,268.44	474.23	9,152.03	\$ 132,894.70
COMMUNITY DEV.	20,495.14	-	20,495.14	2,277.02	1,509.35	\$ 24,281.51
STREETS	17,031.63	72.56	17,104.19	1,900.29	1,253.25	\$ 20,257.73
WATER	17,459.61	362.08	17,821.69	1,980.00	1,298.56	\$ 21,100.25
SEWER	9,436.85	99.77	9,536.62	1,059.51	694.82	\$ 11,290.95
PARKS	25,033.28	343.56	25,376.84	2,589.84	1,878.67	\$ 29,845.35
RECREATION	15,825.33	-	15,825.33	1,636.26	1,179.47	\$ 18,641.06
LIBRARY	16,572.54	-	16,572.54	1,191.68	1,229.91	\$ 18,994.13
TOTALS	\$ 268,903.42	\$ 3,318.78	\$ 272,222.20	\$ 16,022.03	\$ 20,158.40	\$ 308,402.63

**TOTAL PAYROLL                   \$   308,402.63**



# UNITED CITY OF YORKVILLE

## PAYROLL SUMMARY

### September 17, 2021

	REGULAR	OVERTIME	TOTAL	IMRF	FICA	TOTALS
MAYOR & LIQ. COM.	\$ 908.34	\$ -	\$ 908.34	\$ -	\$ 69.49	\$ 977.83
ALDERMAN	4,000.00	-	4,000.00	-	306.00	4,306.00
ADMINISTRATION	18,330.23	1,029.00	19,359.23	2,036.49	1,458.40	22,854.12
FINANCE	12,673.15	-	12,673.15	1,407.98	948.50	15,029.63
POLICE	127,047.86	5,997.17	133,045.03	549.42	9,890.91	143,485.36
COMMUNITY DEV.	21,073.56	-	21,073.56	2,341.28	1,553.59	24,968.43
STREETS	17,473.96	319.85	17,793.81	1,976.88	1,306.13	21,076.82
WATER	19,403.72	184.43	19,588.15	2,176.26	1,433.60	23,198.01
SEWER	9,940.82	-	9,940.82	1,104.43	725.69	11,770.94
PARKS	25,651.61	970.61	26,622.22	2,692.65	1,973.92	31,288.79
RECREATION	17,353.53	-	17,353.53	1,600.01	1,296.44	20,249.98
LIBRARY	16,320.56	-	16,320.56	1,191.68	1,210.58	18,722.82
TOTALS	\$ 290,177.34	\$ 8,501.06	\$ 298,678.40	\$ 17,077.08	\$ 22,173.25	\$ 337,928.73

**TOTAL PAYROLL \$ 337,928.73**





## YORKVILLE LIBRARY BOARD

### BILL LIST SUMMARY

Monday, October 11, 2021

#### ACCOUNTS PAYABLE

Library CC Check Register - FY22 ( <i>Pages 1 - 3</i> )	09/25/2021	\$3,168.06
Library Check Register - FY22 ( <i>Pages 4 - 6</i> )	10/11/2021	7,537.99
IPRF - Oct 2021 Workers Comp	09/14/2021	872.21
DLL Financial-Oct 2021 Copier Lease	09/14/2021	185.00
Marlys Young - Credit for 07/12 Meeting minutes	09/14/2021	(63.00)
Glatfelter Liability Ins. - Installment #9	09/14/2021	903.08
Nicor -08/03/21-08/31/21 services	09/28/2021	1,391.55
<b>TOTAL BILLS PAID:</b>		<hr/> <b>\$13,994.89</b>

#### PAYROLL

	<u>DATE</u>	
Bi-weekly ( <i>Page 7</i> )	09/03/2021	\$18,994.13
Bi-weekly ( <i>Page 8</i> )	09/17/2021	18,722.82
<b>TOTAL PAYROLL:</b>		<hr/> <b>\$37,716.95</b>

<b>TOTAL DISBURSEMENTS:</b>	<hr/> <b>\$51,711.84</b>
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UNITED CITY OF YORKVILLE  
 GENERAL LEDGER ACTIVITY REPORT  
 FOR FISCAL YEAR 2022

PAGE: 1

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		05/01/2021		BEGINNING BALANCE					49,510.68
02	AP-210625MB	06/23/2021	96	IREAD-SUMMER READING PROGRAM	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	44.30	
		06/23/2021	97	AMAZON-KALEIDOSCOPE SHAPES	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	16.58	
		06/23/2021	98	GRACE-GIFT CARDS FOR SUMMER	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	40.00	
		06/23/2021	99	AMAZON-FIRE TABLETS AND	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	121.96	
		06/23/2021	100	AMAZON-PONY BEADS	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	4.67	
		06/23/2021	101	AMAZON-MATERIALS FOR SUMMER	FIRST NATIONAL BANK	900105	062521-S.AUGUSTINE-B	144.22	
	GJ-210630LB	07/06/2021	05	June 2021 Deposits					20.00
				TOTAL PERIOD 02 ACTIVITY				371.73	20.00
03	AP-2101725M	07/26/2021	191	AMAZON-BOOKS	FIRST NATIONAL BANK	900107	072521-S.AUGUSTINE	49.39	
	GJ-210730LB	08/04/2021	03	July 2021 Deposits					60.00
				TOTAL PERIOD 03 ACTIVITY				49.39	60.00
04	AP-210825M	08/19/2021	257	AMAZON-BOOKS	FIRST NATIONAL BANK	900108	082521-D.DEBORD	73.18	
		08/19/2021	258	MAGNETS ON THE CHEAP-MAGNETS	FIRST NATIONAL BANK	900108	082521-D.DEBORD	21.39	
		08/19/2021	259	AMAZON-ROLLING CARTS	FIRST NATIONAL BANK	900108	082521-D.DEBORD	122.84	
		08/19/2021	260	DOLLAR TREE-MATERIALS FOR	FIRST NATIONAL BANK	900108	082521-J.WEISS	39.00	
		08/19/2021	261	HOME DEPO-SIGNS, HOLDERS	FIRST NATIONAL BANK	900108	082521-J.WEISS	33.91	
		08/19/2021	262	AMAZON-CANOPY TENT	FIRST NATIONAL BANK	900108	082521-S.AUGUSTINE	264.95	
	GJ-210831LB	09/02/2021	06	Aug 2021 Deposits					2,508.37
				TOTAL PERIOD 04 ACTIVITY				555.27	2,508.37
05	AP-210913	09/07/2021	01	REIMBURSEMENT FOR PURCHASE OF	SHELLY AUGUSTINE	105064	REINER-REIMB	50.00	
		09/07/2021	02	BOOKS	BAKER & TAYLOR	105065	2036065986	559.76	
		09/07/2021	03	BOOKS	BAKER & TAYLOR	105065	2036074948	555.43	
		09/07/2021	04	BOOKS	BAKER & TAYLOR	105065	2036085941	384.20	
	AP-210925M	09/20/2021	186	AMAZON-BASEBALL CAPS	FIRST NATIONAL BANK	900109	092521-S.AUGUSTINE	26.96	
				TOTAL PERIOD 05 ACTIVITY				1,576.35	0.00
				TOTAL ACCOUNT ACTIVITY				2,552.74	2,588.37
				ENDING BALANCE					49,546.31
				GRAND TOTAL				0.00	49,546.31
				TOTAL DIFFERENCE				0.00	49,546.31

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**YORKVILLE PUBLIC LIBRARY  
FISCAL YEAR 2022 BUDGET REPORT  
For the Month Ended September 30, 2021**

% of Fiscal Year		8%	17%	25%	33%	42%	Year-to-Date	FISCAL YEAR 2022	
ACCOUNT NUMBER	DESCRIPTION	May-21	June-21	July-21	August-21	September-21	Totals	BUDGET	% of Budget
LIBRARY OPERATIONS REVENUES									
Taxes									
82-000-40-00-4000	PROPERTY TAXES	36,449	366,781	11,201	30,247	312,477	757,156	776,734	97.48%
82-000-40-00-4083	PROPERTY TAXES-DEBT SERVICE	39,429	396,774	12,117	32,721	338,029	819,070	836,024	97.97%
Intergovernmental									
82-000-41-00-4120	PERSONAL PROPERTY TAX	2,085	-	1,519	193	-	3,797	5,250	72.33%
82-000-41-00-4170	STATE GRANTS	-	-	-	24,958	-	24,958	21,151	118.00%
Fines & Forfeits									
82-000-43-00-4330	LIBRARY FINES	557	485	238	1,215	152	2,646	8,500	31.13%
Charges for Service									
82-000-44-00-4401	LIBRARY SUBSCRIPTION CARDS	1,435	991	-	2,735	-	5,161	8,500	60.72%
82-000-44-00-4422	COPY FEES	271	297	-	547	287	1,402	3,800	36.90%
82-000-44-00-4438	PROGRAM FEES	-	-	-	11	-	11	-	0.00%
Investment Earnings									
82-000-45-00-4500	INVESTMENT EARNINGS	41	44	64	61	72	283	2,000	14.13%
82-000-45-00-4550	GAINS ON INVESTMENT	-	-	-	-	355	355	-	0.00%
Miscellaneous									
82-000-48-00-4820	RENTAL INCOME	-	-	-	-	75	75	1,750	4.29%
82-000-48-00-4850	MISCELLANEOUS INCOME	98	374	175	360	249	1,256	2,000	62.81%
Other Financing Sources									
82-000-49-00-4901	TRANSFER FROM GENERAL	1,775	1,775	2,139	1,775	1,775	9,240	26,993	34.23%
TOTAL REVENUES: LIBRARY		82,141	767,522	27,453	94,824	653,471	1,625,410	1,692,702	96.02%
LIBRARY OPERATIONS EXPENDITURES									
Salaries & Wages									
82-820-50-00-5010	SALARIES & WAGES	17,137	17,567	19,173	21,179	21,452	96,508	286,470	33.69%
82-820-50-00-5015	PART-TIME SALARIES	12,796	12,339	12,568	12,770	11,441	61,914	195,544	31.66%
Benefits									
82-820-52-00-5212	RETIREMENT PLAN CONTRIBUTION	1,904	1,952	2,130	2,353	2,383	10,722	32,180	33.32%
82-820-52-00-5214	FICA CONTRIBUTION	2,219	2,217	2,357	2,521	2,440	11,754	35,685	32.94%
82-820-52-00-5216	GROUP HEALTH INSURANCE	11,119	12,186	6,145	7,145	5,519	42,114	105,501	39.92%
82-820-52-00-5222	GROUP LIFE INSURANCE	-	66	-	131	-	196	377	52.09%
82-820-52-00-5223	DENTAL INSURANCE	-	1,439	480	554	517	2,988	7,079	42.21%
82-820-52-00-5224	VISION INSURANCE	34	72	-	228	-	333	1,088	30.65%
82-820-52-00-5230	UNEMPLOYMENT INSURANCE	-	-	364	-	-	364	1,000	36.40%
82-820-52-00-5231	LIABILITY INSURANCE	2,114	1,775	1,775	1,775	1,775	9,215	25,993	35.45%
Contractual Services									
82-820-54-00-5412	TRAINING & CONFERENCES	-	-	-	-	20	20	3,000	0.67%
82-820-54-00-5415	TRAVEL & LODGING	-	-	-	-	-	-	1,500	0.00%
82-820-54-00-5426	PUBLISHING & ADVERTISING	-	-	167	1,596	-	1,762	2,500	70.50%
82-820-54-00-5440	TELECOMMUNICATIONS	-	426	-	180	293	899	7,200	12.48%
82-820-54-00-5452	POSTAGE & SHIPPING	-	12	6	13	34	65	750	8.64%
82-820-54-00-5460	DUES & SUBSCRIPTIONS	569	1,371	1,492	3,973	172	7,576	11,000	68.88%
82-820-54-00-5462	PROFESSIONAL SERVICES	1,262	2,982	2,767	2,138	4,312	13,461	40,000	33.65%
82-820-54-00-5466	LEGAL SERVICES	-	-	-	-	-	-	3,000	0.00%
82-820-54-00-5468	AUTOMATION	2,534	-	4,748	-	-	7,282	20,000	36.41%
82-820-54-00-5480	UTILITIES	-	-	2,406	-	1,392	3,798	12,351	30.75%
82-820-54-00-5495	OUTSIDE REPAIR & MAINTENANCE	1,033	2,347	5,905	2,775	270	12,330	50,000	24.66%
82-820-54-00-5498	PAYING AGENT FEES	-	1,100	589	-	-	1,689	1,700	99.32%
Supplies									
82-820-56-00-5610	OFFICE SUPPLIES	-	454	193	168	866	1,681	8,000	21.01%
82-820-56-00-5620	OPERATING SUPPLIES	-	446	-	-	240	686	4,000	17.14%
82-820-56-00-5621	CUSTODIAL SUPPLIES	-	28	103	169	289	589	7,000	8.41%
82-820-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	807	807	2,000	40.35%
82-820-56-00-5671	LIBRARY PROGRAMMING	-	26	180	-	-	206	2,000	10.30%
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	-	-	-	272	-	272	1,500	18.16%
2006 Bond									
82-820-84-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	75,000	0.00%
82-820-84-00-8050	INTEREST PAYMENT	-	8,338	-	-	-	8,338	16,675	50.00%



**YORKVILLE PUBLIC LIBRARY**  
**FISCAL YEAR 2022 BUDGET REPORT**  
For the Month Ended September 30, 2021

% of Fiscal Year		8%	17%	25%	33%	42%	Year-to-Date	FISCAL YEAR 2022	
ACCOUNT NUMBER	DESCRIPTION	May-21	June-21	July-21	August-21	September-21	Totals	BUDGET	% of Budget
2013 Refunding Bond									
82-820-99-00-8000	PRINCIPAL PAYMENT	-	-	-	-	-	-	645,000	0.00%
82-820-99-00-8050	INTEREST PAYMENT	-	51,775	-	-	-	51,775	103,550	50.00%
TOTAL FUND REVENUES		82,141	767,522	27,453	94,824	653,471	1,625,410	1,692,702	96.02%
TOTAL FUND EXPENDITURES		52,721	118,916	63,548	59,939	54,222	349,346	1,709,443	20.44%
FUND SURPLUS (DEFICIT)		29,420	648,606	(36,095)	34,884	599,249	1,276,065	(16,741)	

**LIBRARY CAPITAL REVENUES**

84-000-42-00-4214	DEVELOPMENT FEES	10,300	10,300	13,150	16,650	9,750	60,150	50,000	120.30%
84-000-45-00-4500	INVESTMENT EARNINGS	13	14	16	16	16	76	200	37.89%
84-000-48-00-4850	MISCELLANEOUS INCOME	-	31	-	-	-	31	-	0.00%
<b>TOTAL REVENUES: LIBRARY CAPITAL</b>		<b>10,313</b>	<b>10,346</b>	<b>13,166</b>	<b>16,666</b>	<b>9,766</b>	<b>60,257</b>	<b>50,200</b>	<b>120.03%</b>

**LIBRARY CAPITAL EXPENDITURES**

84-840-54-00-5460	E-BOOK SUBSCRIPTIONS	-	-	-	-	-	-	3,500	0.00%
84-840-56-00-5635	COMPUTER EQUIPMENT & SOFTWARE	-	-	-	-	-	-	15,000	0.00%
84-840-56-00-5683	AUDIO BOOKS	-	20	265	231	210	726	3,500	20.74%
84-840-56-00-5684	COMPACT DISCS & OTHER MUSIC	-	-	-	-	-	-	500	0.00%
84-840-56-00-5685	DVD'S	-	121	181	261	241	805	3,000	26.82%
84-840-56-00-5686	BOOKS	-	2,239	1,090	2,386	4,892	10,607	50,000	21.21%
84-840-60-00-6020	BUILDING IMPROVEMENTS	-	-	-	866	-	866	20,000	4.33%
<b>TOTAL FUND REVENUES</b>		<b>10,313</b>	<b>10,346</b>	<b>13,166</b>	<b>16,666</b>	<b>9,766</b>	<b>60,257</b>	<b>50,200</b>	<b>120.03%</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>2,380</b>	<b>1,537</b>	<b>3,743</b>	<b>5,343</b>	<b>13,003</b>	<b>95,500</b>	<b>13.62%</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>10,313</b>	<b>7,965</b>	<b>11,629</b>	<b>12,922</b>	<b>4,423</b>	<b>47,254</b>	<b>(45,300)</b>	



# YORKVILLE PUBLIC LIBRARY

## CASH STATEMENT

### As of September 30, 2021

#### FISCAL YEAR 2022

		May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022
Library Operations	Old Second	\$ 408,881	\$ 719,168	\$ 671,242	\$ 652,233	\$ 961,222							
Building Development Fees	Old Second	169,954	177,116	185,896	195,318	206,641							
Library Operations	IMET *	4,126	4,126	4,126	4,126	4,126							
Library Operations	Illinois Funds	258,149	258,154	258,159	283,122	283,127							
Total:		\$ 841,109	\$ 1,158,565	\$ 1,119,422	\$ 1,134,798	\$ 1,455,116	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\* Restricted

#### PAYROLL

1 <sup>ST</sup> PAY PERIOD		\$ 16,883	\$ 16,937	\$ 17,551	\$ 19,276	\$ 18,994							
2 <sup>ND</sup> PAY PERIOD		17,173	17,137	18,677	19,547	18,723							
3 <sup>RD</sup> PAY PERIOD		-	-	-	-	-							
Total		\$ 34,056	\$ 34,074	\$ 36,228	\$ 38,824	\$ 37,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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**YORKVILLE PUBLIC LIBRARY**  
**STATEMENT OF REVENUES, EXPENDITURES AND TRANSFERS**  
**For the Month Ended September 30, 2021 \***

	September Actual	YTD Actual	% of Budget	FY 2022 Budget	Fiscal Year 2021 For the Month Ended Sept 30, 2020 YTD Actual      % Change	
<b>LIBRARY OPERATIONS FUND (82)</b>						
<i>Revenues</i>						
Property Taxes	\$ 650,506	\$ 1,576,225	97.73%	\$ 1,612,758	\$ 1,503,154	4.86%
<u>Intergovernmental</u>						
Personal Property Replacement Tax	\$ -	\$ 3,797	72.33%	\$ 5,250	\$ 2,245	69.14%
State Grants	-	24,958	118.00%	21,151	21,151	18.00%
Total Intergovernmental	\$ -	\$ 28,756	108.92%	\$ 26,401	\$ 23,396	22.91%
Library Fines	\$ 152	\$ 2,646	31.13%	\$ 8,500	\$ 1,654	60.00%
<u>Charges for Services</u>						
Library Subscription Cards	\$ -	\$ 5,161	60.72%	\$ 8,500	\$ 1,161	344.60%
Program Fes	-	11	0.00%	-	\$ -	0.00%
Copy Fees	287	1,402	36.90%	3,800	335	318.85%
Total Charges for Services	\$ 287	\$ 6,575	53.45%	\$ 12,300	\$ 1,496	339.59%
Investment Earnings	\$ 427	\$ 637	31.86%	\$ 2,000	\$ 685	-7.02%
	-					
<u>Reimbursements/Miscellaneous/Transfers In</u>						
Miscellaneous Reimbursements	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Rental Income	75	75	4.29%	1,750	-	0.00%
Miscellaneous Income	249	1,256	62.81%	2,000	374	236.04%
Transfer In	1,775	9,240	34.23%	26,993	13,888	-33.47%
Total Miscellaneous & Transfers	\$ 2,099	\$ 10,572	34.39%	\$ 30,743	\$ 14,262	-25.88%
<b>Total Revenues and Transfers</b>	<b>\$ 653,471</b>	<b>\$ 1,625,410</b>	<b>96.02%</b>	<b>\$ 1,692,702</b>	<b>\$ 1,544,647</b>	<b>5.23%</b>
<i>Expenditures</i>						
<u>Library Operations</u>	<u>\$ 54,222</u>	<u>\$ 349,346</u>	<u>20.44%</u>	<u>\$ 1,709,443</u>	<u>\$ 373,485</u>	<u>-6.46%</u>
50 Salaries	32,893	158,422	32.87%	482,014	176,384	-10.18%
52 Benefits	12,635	77,688	37.19%	208,903	82,086	-5.36%
54 Contractual Services	6,493	48,883	31.95%	153,001	37,947	28.82%
56 Supplies	2,201	4,241	16.76%	25,300	6,025	-29.62%
99 Debt Service	-	60,113	7.15%	840,225	71,044	-15.39%
<b>Total Expenditures and Transfers</b>	<b>\$ 54,222</b>	<b>\$ 349,346</b>	<b>20.44%</b>	<b>\$ 1,709,443</b>	<b>\$ 373,485</b>	<b>-6.46%</b>
<i>Surplus(Deficit)</i>	<i>\$ 599,249</i>	<i>\$ 1,276,065</i>		<i>\$ (16,741)</i>	<i>\$ 1,171,162</i>	

\* September represents 42% of fiscal year 2022

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## **Directors Report for September 2021**

### **Programming**

Art and Poetry program was held in September after being on hold since April 2020. We had a great attendance with over 55 people coming to listen to poems and view artists interpretations of the poems. We are already planning to try this event again in the winter.

We held a storytime at the Farmacy Farmstand in Newark and shared many posts on our Facebook page.

The Library will be hosting a Medicare Open Enrollment Seminar on Oct 14 at 11:00.

We have brought back our Lego programs. We will be passing out Lego kits and giving kids a theme to create. They will bring their creations back to the Library, and we will have them on display for all to see.

Biz Boo will take place on Oct 23 at 10:00. I have reached out to the City to provide us with candy that they receive from Wrigley.

Oct 28 will be the annual kids Halloween program and staff will compete in a costume contest.

One of our newly hired employees will be starting a Harry Potter Book Club.

Paying for College Without Going Broke webinar program will be held on Nov 16 at 6:30.

Our Director of Adult Services is planning to add 3 new reoccurring programs to our schedule. She is looking into Chair Yoga for adults to meet once a month. A Walking Book Club will be starting this month and go until weather permits and then start back up in the spring. "Book Buddies" reading group for AID (Association for Individual Development) in Yorkville.

We are looking to join a virtual programming group called Illinois Libraries Presents. This RAILS group's goal is to provide high-quality, high-profile events that highlight national names and social justice/DEI issues, that would otherwise be cost-prohibitive for single libraries to hold on their own. The cost is determined by your budget. They are looking to hold 6-12 virtual programs for the first 6 months, and they will provide the marketing materials. We will be asking the Friends of the Library to financially support this program.

### **Outreach**

Read and return area is now available at Kendall County Courthouse, Mutual Ground, Yorkville Soap Bar Laundromat, and Kendall County community Food Pantry.

I have reached out to Dr. Tim Shimp at Y115 to start a conversation on future partnerships with the schools. We will be setting up something in the future.

Genevieve has reached out to the Senior Center to partner a program for a speaker on caring for people with Dementia and Alzheimer's and will be contacting local speakers.

Last week, our staff have placed a "bookworm" at the Scarecrow walk down by the river. It will be on display for the month of Oct. and then return to the Library to be placed in our front courtyard.

## **Library Operations**

TCG Solutions has completed their install of the phone systems and have completed the last of the open issues. We still have intermittent issues that we are keeping a staff log on.

We had a ceiling tile in the Children's department that was sagging and had been filled with water. We believe the water came from a flat roof drain that is clogged with pine needles. I called the City to send over a worker to look at the issue.

Our service rep. from TK Elevator showed up this month for our quarterly maintenance on the elevator.

R.J. O'Neil came for a scheduled service visit. He tried to calibrate a sensor on our chiller, but it didn't do what he was expecting it to do and will investigate ordering another part for the chiller. He didn't think it would be too costly.

Imperial Services came on Friday, Sept 24 to clean all carpets in the Library.

Steve Raasch and Ted Milschewski (newly hired maintenance worker for the City) came for a walk through. Ted was here on Wed and Thurs to replace light bulbs and will return to address some of our clogged gutters.

## **Staff & Training**

We have 3 part time staff members starting in September. They are a wonderful add to our staff.

There were 17 staff members attending our In-Service on Fri, Sept 24. We went over the new website, attended a live zoom PrairieCat meeting about Libraries after COVID, watched a training on providing e-book services for our patrons, and a webinar on available on-line technology training resources. The staff went through our yearly disaster/emergency training and were updated on information from each department supervisor.

## **Webinars/trainings attended by staff**

Family Homelessness and Libraries

All About Adult Programming

Get Back in Here! Library Promotional Ideas to Draw People Back to the Library

Building Connections: Community engagement 101

Libraries and Reading: New Service Models for Patrons with Intellectual Disability

Library Aware IRL

Laconi: navigating Political and Social Issues at the Library

Introducing Vega: a new patron interface using Bib Frame model

Zoom meeting orienting staff to Block editor for new website

Omni for Buyers

Staff day: required annual safety tour/review, PUG keynote speaker on Change

## **Other**

Our website went live on Tue, Oct 5 with many new features and forms. We will be continually updating it with more content and photos.

Tim Evans has been very helpful in getting us anything that we need for our Community Fest. We certainly appreciate his help!

We have been awarded the Expanding Digital Inclusion: Transforming Library Services Grant with funds provided by from the American Rescue Plan Act of 2021 (ARPA) in the amount of \$9,280.

According to US Census data, Yorkville's population has grown by almost 22% in the last decade, and there is a sizable percentage (11.4%) of households without broadband access. Since the pandemic began, it has become increasingly important that all households have access to a computer and the Internet, whether for work, school, telehealth appointments, or to maintain personal connections. By adding ten hotspots and five hotspot/laptop kits to its circulating materials and by partnering with the Kendall County Community Food Pantry to publicize the availability of the devices and kits to a segment of the population that may particularly benefit from them, Yorkville Public Library hopes to decrease the digital divide in Yorkville and to aid in the community's recovery from the pandemic.

The grant will cover:

Laptops (five -- with extended warranties): \$2000

Hotspots (15 devices): \$1200

Cases for hotspots (10): \$250

Cases for Laptop/Hotspot Kits (5): \$250

Deep Freeze software (for five laptops): \$60

Data service (15 hotspots -- ten stand alone, plus five in laptop kits); likely service providers are Mobile Beacon or Mobile Citizen -- costs are approximately \$10/month per device x 12 months) = \$1800

Consultant fees (paid to Lloyd): \$2,880

Indirect costs (administration, supplies, etc.): \$840

## **Programs**

### **Youth Programs:**

**20 Children's programs with 397 attending** (2 book clubs, 4 story times, Window Art, Chalk the Walk, Character Hunt, Pirate Hunt, Home school Book Club, Escape Room, 2 Tots-and-toddlers, Read with Paws, Preschool Zone, Literacy Center)

**1 passive Children's program with 17 attending** (Color contest)

**1 Teen program with 3 attending**, TAG

**1 passive Teen programs with 4 attending** (3-D printing)

Note: Read and return area is now available at Kendall County Courthouse, Mutual Ground, Yorkville Soap Bar Laundromat, and Kendall County community Food Pantry.

### **Adult Programs:**

**6 programs with 181 attending**

9/7 Threads - 5

9/8 Lunch Bunch Book Club- 6

9/14 Date We Will Always Remember-21

9/16 Men's Book club- 9

9/18 Art & Poetry Program - 55

9/28 Creative Writing Group-12

9/27 Monday movie- 8

9/28 twin Distaters-14 (virtual)

**Meeting Room Usage:** Rentals- 1; Library use- 15; Community use- 2; Zoom meets-6

**Museum pass:** 4

**Proctored tests:** 0



FY 2021 ATTENDANCE			MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	
PATRON DOOR COUNT			3,889	5124	4480	3670	5445								
CURBSIDE PATRONS			38	20	22	24	40								
HOME DELIVERY			2	2	3	4	3								
NUMBER OF CHILDREN'S PROGRAMS			12	25	21	16	20								
CHILDREN'S ROGRAM ATTENDANCE			180	804	875	432	393								
NUMBER OF CHILDREN'S PASSIVE PROGRAMS			16	7	8	2	1								
CHILDREN'S PASSIVE PROGRAM ATTENDANCE			819	617	2226	92	17								
NUMBER OF YA PROGRAMS			4	7	14	6	1								
YA PROGRAM ATTENDANCE			21	62	88	46	3								
NUMBER OF YA PASSIVE PROGRAMS			2	0	1	1	1								
YA PASSIVE PROGRAM ATTENDANCE			10	0	1	0	4								
YOUTH SUMMER/WINTER READING					377										
NUMBER OF ADULT PROGRAMS			5	6	6	6	10								
ADULT PROGRAM ATTENDANCE			39	67	67	126	130								
NUMBER OF ADULT PASSIVE PROGRAMS							1display								
ADULT PASSIVE PROGRAM ATTENDANCE							550								
ADULT SUMMER/WINTER READING															
MEETING ROOM USE:	Library		11	27	26	23	15								
	Community		3	2	1	3	2								
	Rental				1		1								
BOARD ROOM USE						11	2								
STUDY ROOM USE			21	36	6	32	49								
MUSEUM PASS				9	11	9	4								
YOUTH COMPUTER SESSIONS			23		39	18	16								
ADULT COMPUTER SESSIONS			211		189	257	229								
FRIENDS VOLUNTEER HOURS			104	67	76	100									
IPLAR NOTES: COUNT LIVE VIRTUAL PROGRAMS AS PROGRAM ATTENDANCE															
COUNT VIEWS OF RECORDED VIRTUAL PROGRAMS AS PASSIVE PROGRAM ATTENDANCE															



**Variables**

2020 Levy Extended Amount	\$776,734
Est. CPI	1.40000%
Est. 2021 EAV	\$623,329,384
Est. 2021 New Construction	\$20,219,396
2021 State Multiplier	1.0000

**Est. Levy w/o New Construction**

$$((2020 \text{ Levy}) * \text{CPI or 5\%, which ever is less}) + (2020 \text{ Levy}) =$$

\$776,734	*	1.40%	+	\$776,734	=	<b>\$787,609</b>
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**Est. 2021 New Construction [Equalized]**

$$\text{Est. 2021 New Construction} * 2021 \text{ State Multiplier} =$$

\$20,219,396	*	1.0000	=	<b>\$20,219,396</b>
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**Limiting Rate**

$$(\text{Est. Levy w/o new construction}) / (\text{Est. 2021 EAV} - \text{Est. 2021 New Construction [Equalized]}) =$$

\$787,609	/	(	\$623,329,384	-	\$20,219,396	) =	<b>0.001306</b>
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**Limiting Rate By New Construction**

$$\text{Est. New Construction [Equalized]} * \text{Limiting Rate} =$$

\$20,219,396	*	0.001306	=	<b>\$26,407</b>
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**Est. 2021 Levy**

$$\text{Est. Levy w/o New Construction} + \text{Limiting Rate By New Construction} =$$

\$787,609	+	\$26,407	=	<b>\$814,015</b>
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**Est. 2021 Levy Per \$100 EAV**

$$\text{Est. 2021 Levy} / \text{Est. 2021 EAV} * \$100 =$$

\$814,015	/	\$623,329,384	*	\$100 =	<b>0.1306</b>
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**Est. Change in Levy**

$$(\text{Est. 2021 Levy} / 2020 \text{ Levy}) - 1 =$$

(	\$814,015	/	\$776,734	) - 1 =	<b>4.80%</b>
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Taxing District LYYV - YORKVILLE LIBRARY			Equalization Factor 1.000000	
Property Type	Total EAV	Rate Setting EAV	PTELL Values	
Farm	3,360,133	3,360,133	Annexation EAV	0
Residential	484,820,010	484,024,398	Disconnection EAV	16,390
Commercial	83,153,709	79,649,698	Recovered TIF EAV	0
Industrial	15,586,965	15,586,411	Agg. Ext. Base (2019)	739,084
Mineral	0	0	Limiting Rate	0.13330
State Railroad	75,859	75,859	% of Burden	0.00%
Local Railroad	0	0	TIF Increment	4,300,177
County Total	586,996,676	582,696,499	New Property	15,495,719
Total + Overlap	586,996,676	582,696,499	New Property (Overlap)	0
			Total New Property	15,495,719

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	840,225	0.00000	0.144196	0.14420	\$840,248.35	1.00000	0.14420	0.00000	\$840,248.35	51.9640
** 016 LIBRARY	875,782	0.15000	0.150298	0.15000	\$874,044.75	0.88867	0.13330	0.00000	\$776,734.43	48.0360
Totals (Capped)	875,782		0.150298	0.15000	\$874,044.75		0.13330	0.00000	\$776,734.43	48.0360
Totals (Not Capped)	840,225		0.144196	0.14420	\$840,248.35		0.14420	0.00000	\$840,248.35	51.9640
Totals (All)	1,716,007		0.294494	0.29420	\$1,714,293.10		0.27750	0.00000	\$1,616,982.78	100.0000
** Subject to PTELL										

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## 2021 Tax Levy - Public Hearing

\*\* (Based on new construction EAV estimate of \$22,219,396) \*\*

(Limiting Rate Applied to City)

	<u>2019 Rate</u>	<u>% Change over Prior</u>		<u>2020 Rate</u>	<u>% Change over Prior</u>		<u>2021</u>	<u>% Change over</u>	<u>\$ Change</u>
	<u>Setting EAV</u>	<u>Yr EAV</u>		<u>Setting EAV</u>	<u>Yr EAV</u>		<u>Estimated EAV</u>	<u>Prior Yr EAV</u>	
Farm	\$ 3,259,791	1.80%	Farm	\$ 3,360,133	3.08%	Farm	\$ 3,527,532	4.98%	\$ 167,399
Residential	450,745,939	8.15%	Residential	484,024,398	7.38%	Residential	520,988,654	7.64%	36,964,256
Commercial	83,974,878	0.12%	Commercial	79,649,698	-5.15%	Commercial	83,183,473	4.44%	3,533,775
Industrial	15,509,884	0.80%	Industrial	15,586,411	0.49%	Industrial	15,553,866	-0.21%	(32,545)
State Railroad	89,004	47.74%	State Railroad	75,859	-14.77%	State Railroad	75,859	0.00%	-
<b>Total</b>	<b>\$ 553,579,496</b>	<b>6.60%</b>	<b>Total</b>	<b>\$ 582,696,499</b>	<b>5.26%</b>	<b>Total</b>	<b>\$ 623,329,384</b>	<b>6.97%</b>	<b>\$ 40,632,885</b>

	<u>2019</u>	<u>2019</u>	<u>2019</u>		<u>2020</u>	<u>2020</u>	<u>2020</u>		<u>2021</u>	<u>2021</u>	<u>% Change over</u>	<u>\$ Change over</u>
	<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>		<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>		<u>Rate</u>	<u>Levy Request</u>	<u>Prior Yr Ext.</u>	<u>Prior Yr Ext.</u>
Corporate	0.18111	\$ 1,002,536	\$ 1,002,588		0.16937	\$ 986,912	\$ 986,913		0.15797	\$ 984,681	-0.23%	\$ (2,232)
Bonds & Interest	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
IMRF Pension	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
Police Protection	0.15618	864,563	864,580		0.14838	864,563	864,605		0.15969	995,406	15.13%	130,801
Police Pension	0.22230	1,230,604	1,230,607		0.22907	1,334,771	1,334,783		0.21414	1,334,771	0.00%	(12)
Audit	0.00542	30,000	30,004		0.00515	30,000	30,009		0.00481	30,000	-0.03%	(9)
Liability Insurance	0.00723	40,000	40,024		0.00687	40,000	40,031		0.00642	40,000	-0.08%	(31)
Social Security	0.02710	150,000	150,020		0.02575	150,000	150,044		0.02406	150,000	-0.03%	(44)
School Crossing Guard	0.00362	20,000	20,040		0.00344	20,000	20,045		0.00321	20,000	(0.00)	(45)
Unemployment Insurance	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
<b>Subtotal City</b>	<b>0.60296</b>	<b>\$ 3,337,703</b>	<b>\$ 3,337,863</b>		<b>0.58803</b>	<b>\$ 3,426,246</b>	<b>\$ 3,426,430</b>		<b>0.57030</b>	<b>\$ 3,554,858</b>	<b>3.75%</b>	<b>128,428</b>
Library Operations	0.13351	\$ 739,047	\$ 739,084		0.13330	\$ 875,782	\$ 776,734		0.15000	\$ 934,994	20.38%	\$ 158,260
Library Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>Subtotal Library</b>	<b>0.28292</b>	<b>\$ 1,566,135</b>	<b>\$ 1,566,187</b>		<b>0.27750</b>	<b>\$ 1,716,007</b>	<b>\$ 1,616,983</b>		<b>0.28593</b>	<b>\$ 1,782,307</b>	<b>10.22%</b>	<b>165,324</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>0.88588</b>	<b>\$ 4,903,838</b>	<b>\$ 4,904,050</b>		<b>0.86553</b>	<b>\$ 5,142,253</b>	<b>\$ 5,043,413</b>		<b>0.85624</b>	<b>\$ 5,337,165</b>	<b>5.82%</b>	<b>\$ 293,752</b>
less Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>P-TELL Totals</b>	<b>0.73647</b>	<b>\$ 4,076,750</b>	<b>\$ 4,076,947</b>		<b>0.72133</b>	<b>\$ 4,302,028</b>	<b>\$ 4,203,165</b>		<b>0.72030</b>	<b>\$ 4,489,852</b>	<b>6.82%</b>	<b>\$ 286,687</b>

## 2021 Tax Levy - Public Hearing

(Limiting Rate Applied to City)

		<u>2019 Requested</u>	<u>2019 Extended</u>			<u>2020 Requested</u>	<u>2020 Requested</u>			<u>2021</u>	<u>% Change over</u>	<u>\$ Change over</u>
										<u>Levy Request</u>	<u>Prior Yr Ext.</u>	<u>Prior Yr Ext.</u>
City	\$	2,107,099	\$ 2,107,256	City	\$	2,091,475	\$ 2,091,647	City	\$	2,220,087	6.14%	\$ 128,440
Library		739,047	739,084	Library		875,782	776,734	Library		934,994	20.38%	158,260
Police Pension		1,230,604	1,230,607	Police Pension		1,334,771	1,334,783	Police Pension		1,334,771	0.00%	(12)
City Debt Service		-	-	City Debt Service		-	-	City Debt Service		-	-	-
Library Debt Service		<u>827,088</u>	<u>827,103</u>	Library Debt Service		<u>840,225</u>	<u>840,248</u>	Library Debt Service		<u>847,313</u>	<u>0.84%</u>	<u>7,065</u>
<b>Total</b>	<b>\$</b>	<b>4,903,838</b>	<b>\$ 4,904,050</b>	<b>Total</b>	<b>\$</b>	<b>5,142,253</b>	<b>\$ 5,043,413</b>	<b>Total</b>	<b>\$</b>	<b>5,337,165</b>	<b>5.82%</b>	<b>\$ 293,752</b>
less Bonds & Interest		<u>827,088</u>	<u>827,103</u>	less Bonds & Interest		<u>840,225</u>	<u>840,248</u>	less Bonds & Interest		<u>847,313</u>	<u>0.84%</u>	<u>7,065</u>
<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,076,750</b>	<b>\$ 4,076,947</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,302,028</b>	<b>\$ 4,203,165</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,489,852</b>	<b>6.82%</b>	<b>\$ 286,687</b>
<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,337,703</i>	<i>\$ 3,337,863</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,426,246</i>	<i>\$ 3,426,430</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,554,858</i>	<i>3.75%</i>	<i>\$ 128,428</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>776,734</i>	<i>Lib (excluding Debt Service)</i>		<i>934,994</i>	<b>20.38%</b>	<i>158,260</i>

# 2021 Tax Levy - Estimated CPI and New Construction Increments

\*\* (Based on original new construction EAV estimate of \$20,219,396 as of September 1, 2021) \*\*

(Limiting Rate Applied to City & Library)

	2019 Rate <u>Setting EAV</u>	% Change over Prior <u>Yr EAV</u>		2020 Rate <u>Setting EAV</u>	% Change over Prior <u>Yr EAV</u>		2021 <u>Estimated EAV</u>	% Change over <u>Prior Yr EAV</u>	\$ Change
Farm	\$ 3,259,791	1.80%	Farm	\$ 3,360,133	3.08%	Farm	\$ 3,527,532	4.98%	\$ 167,399
Residential	450,745,939	8.15%	Residential	484,024,398	7.38%	Residential	520,988,654	7.64%	36,964,256
Commercial	83,974,878	0.12%	Commercial	79,649,698	-5.15%	Commercial	83,183,473	4.44%	3,533,775
Industrial	15,509,884	0.80%	Industrial	15,586,411	0.49%	Industrial	15,553,866	-0.21%	(32,545)
State Railroad	89,004	47.74%	State Railroad	75,859	-14.77%	State Railroad	75,859	0.00%	-
<b>Total</b>	<b>\$ 553,579,496</b>	<b>6.60%</b>	<b>Total</b>	<b>\$ 582,696,499</b>	<b>5.26%</b>	<b>Total</b>	<b>\$ 623,329,384</b>	<b>6.97%</b>	<b>\$ 40,632,885</b>

	2019 <u>Rate</u>	2019 <u>Levy Request</u>	2019 <u>Levy Extension</u>		2020 <u>Rate</u>	2020 <u>Levy Request</u>	2020 <u>Levy Extension</u>		2021 <u>Rate</u>	2021 <u>Levy Request</u>	% Change over <u>Prior Yr Ext.</u>	\$ Change over <u>Prior Yr Ext.</u>
Corporate	0.18111	\$ 1,002,536	\$ 1,002,588		0.16937	\$ 986,912	\$ 986,913		0.15606	\$ 972,737	-1.44%	\$ (14,176)
Bonds & Interest	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
IMRF Pension	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
Police Protection	0.15618	864,563	864,580		0.14838	864,563	864,605		0.16739	1,043,376	20.68%	178,771
Police Pension	0.22230	1,230,604	1,230,607		0.22907	1,334,771	1,334,783		0.21414	1,334,771	0.00%	(12)
Audit	0.00542	30,000	30,004		0.00515	30,000	30,009		0.00481	30,000	-0.03%	(9)
Liability Insurance	0.00723	40,000	40,024		0.00687	40,000	40,031		0.00642	40,000	-0.08%	(31)
Social Security	0.02710	150,000	150,020		0.02575	150,000	150,044		0.02406	150,000	-0.03%	(44)
School Crossing Guard	0.00362	20,000	20,040		0.00344	20,000	20,045		0.00321	20,000	(0.00)	(45)
Unemployment Insurance	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
<b>Subtotal City</b>	<b>0.60296</b>	<b>\$ 3,337,703</b>	<b>\$ 3,337,863</b>		<b>0.58803</b>	<b>\$ 3,426,246</b>	<b>\$ 3,426,430</b>		<b>0.57608</b>	<b>\$ 3,590,884</b>	<b>4.80%</b>	<b>164,454</b>
Library Operations	0.13351	\$ 739,047	\$ 739,084		0.13330	\$ 875,782	\$ 776,734		0.13059	\$ 814,015	4.80%	\$ 37,281
Library Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>Subtotal Library</b>	<b>0.28292</b>	<b>\$ 1,566,135</b>	<b>\$ 1,566,187</b>		<b>0.27750</b>	<b>\$ 1,716,007</b>	<b>\$ 1,616,983</b>		<b>0.26652</b>	<b>\$ 1,661,328</b>	<b>2.74%</b>	<b>44,345</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>0.88588</b>	<b>\$ 4,903,838</b>	<b>\$ 4,904,050</b>		<b>0.86553</b>	<b>\$ 5,142,253</b>	<b>\$ 5,043,413</b>		<b>0.84261</b>	<b>\$ 5,252,212</b>	<b>4.14%</b>	<b>\$ 208,799</b>
less Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>P-TELL Totals</b>	<b>0.73647</b>	<b>\$ 4,076,750</b>	<b>\$ 4,076,947</b>		<b>0.72133</b>	<b>\$ 4,302,028</b>	<b>\$ 4,203,165</b>		<b>0.70667</b>	<b>\$ 4,404,899</b>	<b>4.80%</b>	<b>\$ 201,734</b>

## 2021 Tax Levy - Estimated CPI and New Construction Increments

(Limiting Rate Applied to City & Library)

		<u>2019 Requested</u>	<u>2019 Extended</u>			<u>2020 Requested</u>	<u>2020 Requested</u>			<u>2021 Levy Request</u>	<u>% Change over Prior Yr Ext.</u>	<u>\$ Change over Prior Yr Ext.</u>
City	\$	2,107,099	\$ 2,107,256	City	\$	2,091,475	\$ 2,091,647	City	\$	2,256,113	7.86%	\$ 164,466
Library		739,047	739,084	Library		875,782	776,734	Library		814,015	4.80%	37,281
Police Pension		1,230,604	1,230,607	Police Pension		1,334,771	1,334,783	Police Pension		1,334,771	0.00%	(12)
City Debt Service		-	-	City Debt Service		-	-	City Debt Service		-	-	-
Library Debt Service		827,088	827,103	Library Debt Service		840,225	840,248	Library Debt Service		847,313	0.84%	7,065
<b>Total</b>	<b>\$</b>	<b>4,903,838</b>	<b>\$ 4,904,050</b>	<b>Total</b>	<b>\$</b>	<b>5,142,253</b>	<b>\$ 5,043,413</b>	<b>Total</b>	<b>\$</b>	<b>5,252,212</b>	<b>4.14%</b>	<b>\$ 208,799</b>
less Bonds & Interest		827,088	827,103	less Bonds & Interest		840,225	840,248	less Bonds & Interest		847,313	0.84%	7,065
<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,076,750</b>	<b>\$ 4,076,947</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,302,028</b>	<b>\$ 4,203,165</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,404,899</b>	<b>4.80%</b>	<b>\$ 201,734</b>
<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,337,703</i>	<i>\$ 3,337,863</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,426,246</i>	<i>\$ 3,426,430</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,590,884</i>	<i>4.80%</i>	<i>\$ 164,454</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>776,734</i>	<i>Lib (excluding Debt Service)</i>		<i>814,015</i>	<i>4.80%</i>	<i>37,281</i>



## 2021 Tax Levy - Estimated New Construction Only

\*\* (Based on original new construction EAV estimate of \$20,219,396 as of September 1, 2021) \*\*

(Limiting Rate Applied to City & Library)

	<u>2019 Rate</u>	<u>% Change over Prior</u>		<u>2020 Rate</u>	<u>% Change over Prior</u>		<u>2021</u>	<u>% Change over</u>	<u>\$ Change</u>
	<u>Setting EAV</u>	<u>Yr EAV</u>		<u>Setting EAV</u>	<u>Yr EAV</u>		<u>Estimated EAV</u>	<u>Prior Yr EAV</u>	
Farm	\$ 3,259,791	1.80%	Farm	\$ 3,360,133	3.08%	Farm	\$ 3,527,532	4.98%	\$ 167,399
Residential	450,745,939	8.15%	Residential	484,024,398	7.38%	Residential	520,988,654	7.64%	36,964,256
Commercial	83,974,878	0.12%	Commercial	79,649,698	-5.15%	Commercial	83,183,473	4.44%	3,533,775
Industrial	15,509,884	0.80%	Industrial	15,586,411	0.49%	Industrial	15,553,866	-0.21%	(32,545)
State Railroad	89,004	47.74%	State Railroad	75,859	-14.77%	State Railroad	75,859	0.00%	-
<b>Total</b>	<b>\$ 553,579,496</b>	<b>6.60%</b>	<b>Total</b>	<b>\$ 582,696,499</b>	<b>5.26%</b>	<b>Total</b>	<b>\$ 623,329,384</b>	<b>6.97%</b>	<b>\$ 40,632,885</b>

	<u>2019</u>	<u>2019</u>	<u>2019</u>		<u>2020</u>	<u>2020</u>	<u>2020</u>		<u>2021</u>	<u>2021</u>	<u>% Change over</u>	<u>\$ Change over</u>
	<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>		<u>Rate</u>	<u>Levy Request</u>	<u>Levy Extension</u>		<u>Rate</u>	<u>Levy Request</u>	<u>Prior Yr Ext.</u>	<u>Prior Yr Ext.</u>
Corporate	0.18111	\$ 1,002,536	\$ 1,002,588		0.16937	\$ 986,912	\$ 986,913		0.15606	\$ 972,737	-1.44%	\$ (14,176)
Bonds & Interest	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
IMRF Pension	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
Police Protection	0.15618	864,563	864,580		0.14838	864,563	864,605		0.15969	995,406	15.13%	130,801
Police Pension	0.22230	1,230,604	1,230,607		0.22907	1,334,771	1,334,783		0.21414	1,334,771	0.00%	(12)
Audit	0.00542	30,000	30,004		0.00515	30,000	30,009		0.00481	30,000	-0.03%	(9)
Liability Insurance	0.00723	40,000	40,024		0.00687	40,000	40,031		0.00642	40,000	-0.08%	(31)
Social Security	0.02710	150,000	150,020		0.02575	150,000	150,044		0.02406	150,000	-0.03%	(44)
School Crossing Guard	0.00362	20,000	20,040		0.00344	20,000	20,045		0.00321	20,000	(0.00)	(45)
Unemployment Insurance	0.00000	-	-		0.00000	-	-		0.00000	-	-	-
<b>Subtotal City</b>	<b>0.60296</b>	<b>\$ 3,337,703</b>	<b>\$ 3,337,863</b>		<b>0.58803</b>	<b>\$ 3,426,246</b>	<b>\$ 3,426,430</b>		<b>0.56839</b>	<b>\$ 3,542,914</b>	<b>3.40%</b>	<b>116,484</b>
Library Operations	0.13351	\$ 739,047	\$ 739,084		0.13330	\$ 875,782	\$ 776,734		0.12885	\$ 803,141	3.40%	\$ 26,407
Library Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>Subtotal Library</b>	<b>0.28292</b>	<b>\$ 1,566,135</b>	<b>\$ 1,566,187</b>		<b>0.27750</b>	<b>\$ 1,716,007</b>	<b>\$ 1,616,983</b>		<b>0.26478</b>	<b>\$ 1,650,454</b>	<b>2.07%</b>	<b>33,471</b>
<b>Total City (PTELL &amp; Non-PTELL)</b>	<b>0.88588</b>	<b>\$ 4,903,838</b>	<b>\$ 4,904,050</b>		<b>0.86553</b>	<b>\$ 5,142,253</b>	<b>\$ 5,043,413</b>		<b>0.83317</b>	<b>\$ 5,193,368</b>	<b>2.97%</b>	<b>\$ 149,955</b>
less Bonds & Interest	0.14941	827,088	827,103		0.14420	840,225	840,248		0.13593	847,313	0.84%	7,065
<b>P-TELL Totals</b>	<b>0.73647</b>	<b>\$ 4,076,750</b>	<b>\$ 4,076,947</b>		<b>0.72133</b>	<b>\$ 4,302,028</b>	<b>\$ 4,203,165</b>		<b>0.69723</b>	<b>\$ 4,346,055</b>	<b>3.40%</b>	<b>\$ 142,890</b>

## 2021 Tax Levy - Estimated New Construction Only

(Limiting Rate Applied to City & Library)

		<u>2019 Requested</u>	<u>2019 Extended</u>			<u>2020 Requested</u>	<u>2020 Requested</u>			<u>2021 Levy Request</u>	<u>% Change over Prior Yr Ext.</u>	<u>\$ Change over Prior Yr Ext.</u>
City	\$	2,107,099	\$ 2,107,256	City	\$	2,091,475	\$ 2,091,647	City	\$	2,208,143	5.57%	\$ 116,496
Library		739,047	739,084	Library		875,782	776,734	Library		803,141	3.40%	26,407
Police Pension		1,230,604	1,230,607	Police Pension		1,334,771	1,334,783	Police Pension		1,334,771	0.00%	(12)
City Debt Service		-	-	City Debt Service		-	-	City Debt Service		-	-	-
Library Debt Service		827,088	827,103	Library Debt Service		840,225	840,248	Library Debt Service		847,313	0.84%	7,065
<b>Total</b>	<b>\$</b>	<b>4,903,838</b>	<b>\$ 4,904,050</b>	<b>Total</b>	<b>\$</b>	<b>5,142,253</b>	<b>\$ 5,043,413</b>	<b>Total</b>	<b>\$</b>	<b>5,193,368</b>	<b>2.97%</b>	<b>\$ 149,955</b>
less Bonds & Interest		827,088	827,103	less Bonds & Interest		840,225	840,248	less Bonds & Interest		847,313	0.84%	7,065
<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,076,750</b>	<b>\$ 4,076,947</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,302,028</b>	<b>\$ 4,203,165</b>	<b>PTELL Subtotal</b>	<b>\$</b>	<b>4,346,055</b>	<b>3.40%</b>	<b>\$ 142,890</b>
<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,337,703</i>	<i>\$ 3,337,863</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,426,246</i>	<i>\$ 3,426,430</i>	<i>City (excluding Debt Service)</i>	<i>\$</i>	<i>3,542,914</i>	<i>3.40%</i>	<i>\$ 116,484</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>776,734</i>	<i>Lib (excluding Debt Service)</i>		<i>803,141</i>	<i>3.40%</i>	<i>26,407</i>

# RJONEIL

## MECHANICAL CONTRACTORS

R.J. O'NEIL COMBINES TRADITION WITH INNOVATION  
PROVIDING COMPREHENSIVE MECHANICAL SOLUTIONS SINCE 1926.

**R.J. O'Neil, Inc.**  
1125 S. Lake St.  
Montgomery, IL 60538  
P: 630-906-1300 F: 630-906-1369  
www.rjoneil.com

**Date:** 9/22/21

**Estimator:** Kevin Baumann

### **SUBMITTED TO:**

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

### **PROJECT INFORMATION:**

**Company:** Yorkville Public Library  
**Job Location:** 902 Game Farm Rd., Yorkville, IL 60560  
**Attention:** Shelley Augustine  
**Proposal Name:** Duct Cleaning

### **SCOPE OF WORK**

- Clean the ductwork above the ceiling
- Remove ductwork at each VAV box to clean
- Sanitize the ductwork after cleaning

**Notes/Memo:** \*\*The duct cleaning machine has a DB rating similar to a shop vac. If R.J. O'Neil can arrive earlier in the morning around 5:00am-6:00am to clean, we won't have to disturb the library occupants\*\*

**Total price for the above work.....\$2,840.00**

### **STANDARD EXCLUSIONS & QUALIFICATIONS**

- All work to be completed during normal working hours 7:00 am - 3:30 pm Monday - Friday, excluding holidays unless otherwise indicated.
- Adequate access and entry into site and work area(s) is required.
- Any work found necessary other than what is outlined and approved within this proposal will be completed on a time and material or quoted basis and invoiced accordingly.
- R.J. O'Neil, Inc. reserves the right to invoice for materials ordered but not installed due to installation or repair delays which are a result of customer scheduling, access to equipment, delays created by other trades not under contract with R.J. O'Neil or overall project delays which fall outside of control of R.J. O'Neil, Inc.
- Permits, permit drawings and engineered drawings are not included unless otherwise indicated.
- Asbestos abatement or testing of any kind is not included.
- Finish restoration/repair of any kind is not included unless otherwise indicated.
- Roofing work of any kind is not included unless otherwise indicated.
- Painting of piping systems, conduit, equipment, panels, etc. is not included
- All applicable sales tax has been included unless otherwise indicated.
- All freight and shipping to site has been included.
- This proposal shall remain valid for 15 days.
- Payment terms are net 30 days.
- Credit card payment for invoices greater than \$2,000 shall be subject to a 3.5% fee.

### **TERMS AND CONDITIONS**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, delays, or other events beyond our control. Owner to carry fire, tornado, builder's risk, liability, and other necessary insurance. Due to the volatility of material costs, this proposal amount is good for 15 days.

ACCEPTANCE OF PROPOSAL: We agree to pay for the above work at the above prices. Specifications and conditions are satisfactory and hereby accepted. Our signature is authorization to do the work as specified and to make payments according to terms; partial project payments every 30 days and remaining balance at completion. Venue for any litigation arising out of this contract, including collecting any payment of sums due R.J. O'Neil, shall be in Kane County, Illinois. Purchaser agrees to pay all costs of collection, including attorney's fees.

**Signature:**

Date:

Title:

P.O. #:

**Signature:**

Contractor: R. J. O'Neil, Inc.

Representative: Kevin Baumann

Date: September 22, 2021

Title: Account Executive

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# 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 2022.

New Year's Day	January 1	Saturday
President's Day	February 21	Monday
Good Friday	April 15	Friday (Closing at 1 pm)
Easter	April 17	Sunday
Mother's Day	May 8	Sunday
Memorial Day	May 30	Monday
Independence Day	July 4	Monday
Labor Day	September 5	Monday
Veterans Day	November 11	Friday
Thanksgiving Eve	November 23	Wednesday (Closing at 5 pm)
Thanksgiving Day	November 24	Thursday
Christmas Eve	December 24	Saturday
Christmas Day	December 25	Observed Mon, Dec 26
New Year's Eve	December 31	Saturday

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# 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 2022 calendar year.

January 10

February 14

March 14

April 11

May 9

June 13

July 11

August 8

September 12

October 10

November 14

December 12

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