

Township Board Meeting - AGENDA

This meeting will be conducted in person. Physical public attendance at the Township building may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available here: <https://us02web.zoom.us/j/82822323754>. To obtain password to connect to this meeting, please call Richard Lyon at 224-257-4869 prior to 6:00 p.m. on July 27, 2021. The meeting will also be audio or video recorded and made available to the public, as provided by law.

Bill Review/6:30

- Review of General Assistance, Town Fund, and Road District Expenditures.

Call Regular Meeting to Order/7:00

Pledge of Allegiance

Roll Call

Discussion and Potential Action on the Following Items:

1. Approval of Minutes of June 22, 2021 Bill Pay Review
2. Approval of Minutes of June 22, 2021 Board Meeting
3. Approval of General Assistance Expenditures
4. Approval of Road District Expenditures
5. Approval of General Town Fund Expenditures
6. Personnel
 - Discussion and Vote/Deputy Clerk – Part Time Position
7. Public Participation
8. Department Head Report/Nader Ghazaleh, Code Enforcement Officer
9. Administrator's Report
10. Old Business
 - Discussion and Possible Vote on Building Maintenance Ordinance Provisions
11. New Business
 - Discussion on 2021 Review of Annual Financial Report
 - Discussion and Vote on Annual Maintenance Agreement for Copiers and Printers
 - Discussion on Service Contract for Public Relations Consultant
 - Discussion on Municode and Ordinance Codification
 - Discussion on Expanded Neighborhood Watch Night: Cook County Sheriff, Cook County Building and Zoning, Cook County Health Dept
 - Discussion on Agency Funding Dates for September/October
 - Discussion & Possible Vote on Kitchen Remodel Project
12. Officials' Reports
13. Closed Session
 - Personnel Issues
 - Litigation
 - Possible Action on Closed Session
14. Adjournment



ADMINISTRATOR'S REPORT

Date: July, 2021

To: All Elected Officials

From: Dayna Berman, Administrator

Trustee Horvath and I met to create a proposal for a township Public Relations & Marketing Consultant position. She has been very instrumental in sharing ideas and recommendations and I truly appreciate her expertise that she shared with me. A draft has been included in your board packet for further discussion.

I met with Trustee Malik and the MaineStreamer department to discuss some details for the upcoming India and Pakistani Cultural Day. We are very excited to host both of these events and thank Trustee Malik for acquiring so much community participation. The staff is looking forward to attending and most of the employees will be volunteering in some capacity.

I attended a webinar with Superior Dimond and representatives from Municode which offers self-publishing software services for code publication. We reviewed the township website, specifically the area where our Ordinances are listed, and discussed codification, where we might arrange these in a systematic form and arrange them more easily for the public to find a specific ordinance they may want to look up.

The 2021 Summer edition of the Mainely News is in print and should be mailed out very shortly. Please be on the look out for your newsletter. We have so many upcoming wonderful events and programs to share with our residents and have included quite a few pictures in this publication; I am hoping there are residents that will get more of a visual of what the township does and learn of the services we offer that they may not have been aware of.

This month, I have been managing several personnel issues with Supervisor Dimond and our HR Generalist, Keli Stonich.

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	REVENUE								
	Property Tax	\$207,737.74	\$72,005.23	\$102,945.91	\$0.00	\$382,688.88	\$1,500,000.00	\$1,117,311.12	74%
	Interest Income	\$271.71	\$243.17	\$225.88	\$244.81	\$985.57	\$11,998.00	\$11,012.43	92%
	MaineStay Fees	\$3,745.00	\$1,807.50	\$2,425.00	\$1,120.00	\$9,097.50	\$12,387.00	\$3,289.50	27%
	Yard Stickers and Rebates	\$0.00	\$55.25	\$2,485.64	\$797.75	\$3,338.64	\$13,734.00	\$10,395.36	76%
	Postage	\$386.75	\$22.75	\$341.25	\$404.25	\$1,155.00	\$4,136.00	\$2,981.00	72%
	Food Pantry Cash Donations	\$7,700.50	\$2,600.00	\$2,100.00	\$2,037.39	\$14,437.89	\$67,176.00	\$52,738.11	79%
	Passport Fees	\$5,557.25	\$2,570.50	\$4,696.00	\$3,674.00	\$16,497.75	\$70,210.00	\$53,712.25	77%
	Transportation Fees	\$0.00	\$0.00	\$60.00	\$20.00	\$80.00	\$1,094.00	\$1,014.00	93%
	Prsnl Prop Replacement Tax	\$4,889.77	\$0.00	\$52,292.35	\$0.00	\$57,182.12	\$78,930.00	\$21,747.88	28%
	Hunting/Fishing License	\$23.50	\$32.50	\$184.50	\$0.00	\$240.50	\$0.00	-\$240.50	#DIV/0!
	Other Income	\$19,848.40	-\$50.00	\$6,103.78	\$249.80	\$26,151.98	\$15,553.00	-\$10,598.98	-68%
	<i>(Maine Streamers)</i>	\$2,024.38	\$1,856.00	\$3,877.00	\$2,840.00	\$10,597.38	\$51,236.00	\$40,638.62	79%
	TOTAL REVENUES	\$250,160.62	\$79,286.90	\$173,860.31	\$8,548.00	\$511,855.83	\$1,775,218.00	\$1,263,362.17	71%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	EXPENSES								
	ADMINISTRATION								
	Salaries/Gross Pay Account	\$41,382.74	\$62,109.51	\$41,946.55	\$41,351.34	\$186,790.14	\$573,314.00	\$386,523.86	67%
	Salaries/Elected Officials	\$13,825.07	\$17,022.03	\$13,818.63	\$11,950.23	\$56,615.96	\$163,564.00	\$106,948.04	65%
	IDES	\$0.00	\$0.00	\$0.00	\$3,041.00	\$3,041.00	\$1.00	-\$3,040.00	-304000%
	Social Security	\$4,117.62	\$5,970.33	\$4,163.60	\$3,990.07	\$18,241.62	\$57,814.00	\$39,572.38	68%
	IMRF	\$4,579.44	\$6,868.24	\$4,632.44	\$4,578.86	\$20,658.98	\$67,554.00	\$46,895.02	69%
	Administrative Div. Health Ins.	\$24,882.85	\$24,961.07	\$21,910.63	\$21,073.75	\$92,828.30	\$320,294.00	\$227,465.70	71%
	Life Insurance	\$172.80	\$79.03	\$79.03	\$77.09	\$407.95	\$782.00	\$374.05	48%
	Dental Insurance	\$619.47	\$488.11	\$394.64	\$577.30	\$2,079.52	\$10,926.00	\$8,846.48	81%
	Accounting Services	\$1,290.80	\$1,614.65	\$5,053.25	\$5,379.45	\$13,338.15	\$63,782.00	\$50,443.85	79%
	Audit Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00	100%
	Building & Grounds Maint	\$419.34	\$2,223.72	\$2,391.94	\$2,414.40	\$7,449.40	\$21,963.00	\$14,513.60	66%
	Community Info-Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Conferences Meetings	\$0.00	\$272.00	\$250.00	\$2.00	\$524.00	\$633.00	\$109.00	17%
	Special Programs	\$109.49	\$0.00	\$213.91	\$321.33	\$644.73	\$3,245.00	\$2,600.27	80%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$3,883.00	\$1,883.00	48%
	Equipment Leasing Maint	\$1,754.29	\$156.00	\$2,192.13	\$425.00	\$4,527.42	\$20,661.00	\$16,133.58	78%
	Gen Ins Liability Ins Bond	\$70.00	\$62,701.20	\$623.00	\$50.00	\$63,444.20	\$65,494.00	\$2,049.80	3%
	Website/Email Host	\$9,550.00	\$742.86	\$0.00	\$1,337.88	\$11,630.74	\$20,364.00	\$8,733.26	43%
	Print Management	\$320.20	\$320.20	-\$739.40	\$690.40	\$591.40	\$3,842.00	\$3,250.60	85%
	Computer Tech Support	\$520.00	\$520.00	\$0.00	\$1,040.00	\$2,080.00	\$8,285.00	\$6,205.00	75%
	Legal Services	\$758.50	\$2,062.78	\$32,850.25	\$15,979.18	\$51,650.71	\$90,000.00	\$38,349.29	43%
	Mileage-Travel-Lodging Exp	\$21.42	\$0.00	\$0.00	\$0.00	\$21.42	\$571.00	\$549.58	96%
	Police Protection	\$0.00	\$0.00	\$3,600.00	\$3,600.00	\$7,200.00	\$40,000.00	\$32,800.00	82%
	Plan Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Postage	\$768.24	\$9,391.36	-\$316.21	-\$173.96	\$9,669.43	\$33,971.00	\$24,301.57	72%
	Printing Publishing	\$0.00	\$8,299.41	-\$2,647.00	\$756.97	\$6,409.38	\$31,500.00	\$25,090.62	80%
	Food Pantry	\$1,298.96	\$0.00	\$0.00	\$0.00	\$1,298.96	\$20,081.00	\$18,782.04	94%
	Code Enforcement Expense	\$415.00	\$0.00	\$0.00	\$92.98	\$507.98	\$558.00	\$50.02	9%
	Maine Township Rec. Connection	\$967.29	\$795.15	\$947.08	\$786.73	\$3,496.25	\$40,000.00	\$36,503.75	91%
	Telecommunications	\$2,132.43	\$2,139.90	\$1,773.57	\$2,119.26	\$8,165.16	\$24,119.00	\$15,953.84	66%
	Staff Training	\$0.00	\$25.00	\$0.00	\$0.00	\$25.00	\$317.00	\$292.00	92%
	Transportation/Mainelines	\$5.00	\$95.00	\$5.00	\$65.00	\$170.00	\$3,700.00	\$3,530.00	95%
	Utilities	\$2,000.84	\$1,704.08	\$1,199.89	\$1,850.07	\$6,754.88	\$25,866.00	\$19,111.12	74%
	Miscellaneous (Administr)	\$0.00	\$0.00	\$0.00	\$60.50	\$60.50	\$66.00	\$5.50	8%
	Neighborhood Watch	\$0.00	\$224.35	\$0.00	\$0.00	\$224.35	\$3,455.00	\$3,230.65	94%
	Office Supplies/Sm. Equipment	\$613.96	\$737.66	\$603.70	\$334.90	\$2,290.22	\$12,347.00	\$10,056.78	81%
	Operating Supplies Maint	\$587.70	\$73.84	\$1,320.52	\$440.34	\$2,422.40	\$6,637.00	\$4,214.60	64%
	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$85.00	\$85.00	\$2,826.00	\$2,741.00	97%
	Building	\$0.00	\$0.00	\$1,135.00	\$0.00	\$1,135.00	\$1,924.00	\$789.00	41%
	Project Clean-up/Waste Hauler	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,475.00	\$6,475.00	100%
	Capital Fund	\$6,959.68	\$5,989.00	\$3,851.96	\$0.00	\$16,800.64	\$250,000.00	\$233,199.36	93%
	Total	\$120,143.13	\$217,586.48	\$141,254.11	\$126,297.07	\$605,280.79	\$2,016,816.00	\$1,411,535.21	70%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	ASSESSOR								
	Assessor Division Salary	\$14,660.78	\$22,002.30	\$16,314.62	\$15,189.30	\$68,167.00	\$208,035.00	\$139,868.00	67%
	Assessor Division SS	\$1,018.86	\$1,556.04	\$1,145.35	\$1,059.28	\$4,779.53	\$15,914.00	\$11,134.47	70%
	Assessor Division IMRF	\$1,580.48	\$2,370.72	\$1,770.12	\$1,643.68	\$7,365.00	\$24,107.00	\$16,742.00	69%
	Health Insurance	\$9,927.61	\$9,927.61	\$9,927.61	\$9,927.61	\$39,710.44	\$134,068.00	\$94,357.56	70%
	Dental Insurance	\$143.70	\$143.70	\$143.70	\$143.70	\$574.80	\$4,500.00	\$3,925.20	87%
	Life Insurance	\$19.35	\$19.35	\$19.35	\$19.35	\$77.40	\$500.00	\$422.60	85%
	Conferences Meetings	\$0.00	\$0.00	\$27.97	\$740.00	\$767.97	\$848.00	\$80.03	9%
	Cook Cty Assessor Tie-in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00	\$1,025.00	100%
	Dues-Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	100%
	Equipment Leasing-Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00	100%
	Postage	\$209.99	\$15.76	\$1.62	\$63.29	\$290.66	\$400.00	\$109.34	27%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$27.00	\$27.00	\$397.00	\$370.00	93%
	Sidwell Maps	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$707.00	\$707.00	100%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$116.00	\$116.00	100%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00	100%
	Office Supplies/Sm Equipment	\$0.00	\$486.99	\$0.00	\$0.00	\$486.99	\$1,500.00	\$1,013.01	68%
	Total	\$27,560.77	\$36,522.47	\$29,350.34	\$28,813.21	\$122,246.79	\$394,718.00	\$272,471.21	69%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	MAINESTAY								
	MaineStay Salary	\$16,167.82	\$24,251.73	\$16,167.82	\$16,167.82	\$72,755.19	\$288,310.00	\$215,554.81	75%
	Social Security	\$1,183.42	\$1,798.27	\$1,183.42	\$1,183.42	\$5,348.53	\$22,737.00	\$17,388.47	76%
	IMRF	\$1,983.80	\$2,975.70	\$1,983.80	\$1,983.80	\$8,927.10	\$40,185.00	\$31,257.90	78%
	Administrative Div. Health Ins.	\$8,909.77	\$8,909.77	\$8,909.77	\$8,909.77	\$35,639.08	\$138,222.00	\$102,582.92	74%
	Life Ins.	\$42.56	\$25.80	\$25.80	\$25.80	\$119.96	\$309.00	\$189.04	61%
	Dental Ins.	\$122.03	\$122.03	\$122.03	\$122.03	\$488.12	\$2,928.00	\$2,439.88	83%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$537.00	\$537.00	100%
	Consultation/Staff Training	\$0.00	\$0.00	\$98.00	\$0.00	\$98.00	\$1,070.00	\$972.00	91%
	Special Programs	\$500.00	\$134.44	\$1,190.00	\$0.00	\$1,824.44	\$2,622.00	\$797.56	30%
	Dues-Subscriptions/Licensures	\$197.70	\$376.18	\$238.86	\$118.48	\$931.22	\$3,400.00	\$2,468.78	73%
	Print Management	\$220.20	\$220.20	\$0.00	\$220.20	\$660.60	\$2,642.00	\$1,981.40	75%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$803.00	\$0.00	\$803.00	\$959.00	\$156.00	16%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$2,080.00	\$6,240.00	\$4,160.00	67%
	Mileage-Travel-Lodging Exp	\$0.00	\$11.37	\$0.00	-\$103.95	-\$92.58	\$1,000.00	\$1,092.58	109%
	Postage	\$29.07	\$3.57	\$5.81	\$6.32	\$44.77	\$96.00	\$51.23	53%
	Printing-Publishing	\$185.50	\$71.42	\$59.66	\$163.09	\$479.67	\$576.00	\$96.33	17%
	Community Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	100%
	Training Manual & Books	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	100%
	Miscellaneous	\$0.00	\$30.00	\$0.00	\$0.00	\$30.00	\$1.00	-\$29.00	-2900%
	Office Supplies/Sm Equipment	\$0.00	\$119.58	\$0.00	\$0.00	\$119.58	\$1,585.00	\$1,465.42	92%
	Youth Recreation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
	Summer Youth Camp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Garage Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Total	\$30,061.87	\$39,570.06	\$31,307.97	\$29,316.78	\$130,256.68	\$516,721.00	\$386,464.32	75%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	SENIOR								
	Senior Salary	\$22,222.14	\$33,333.21	\$22,222.14	\$22,222.14	\$99,999.63	\$288,627.00	\$188,627.37	65%
	Social Security	\$1,646.78	\$2,495.46	\$1,646.78	\$1,646.78	\$7,435.80	\$22,762.00	\$15,326.20	67%
	IMRF	\$2,726.66	\$4,089.99	\$2,726.66	\$2,726.66	\$12,269.97	\$40,229.00	\$27,959.03	69%
	Life Ins.	\$32.25	\$32.25	\$32.25	\$32.25	\$129.00	\$387.00	\$258.00	67%
	Dental Ins.	\$142.00	\$142.00	\$142.00	\$142.00	\$568.00	\$3,407.00	\$2,839.00	83%
	Administrative Div. Health Ins.	\$9,517.70	\$9,517.70	\$9,517.70	\$9,517.70	\$38,070.80	\$108,821.00	\$70,750.20	65%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257.00	\$257.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
	Print Management	\$245.20	\$245.20	\$0.00	\$245.20	\$735.60	\$2,942.00	\$2,206.40	75%
	Dues-Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00	100%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Postage	\$20.25	\$642.09	\$9.18	\$638.30	\$1,309.82	\$7,426.00	\$6,116.18	82%
	Printing-Publishing	\$0.00	\$615.00	\$0.00	\$1,371.82	\$1,986.82	\$6,209.00	\$4,222.18	68%
	Telecommunications	\$1.78	\$1.78	\$1.78	\$1.78	\$7.12	\$29.00	\$21.88	75%
	Office Supplies/Sm Equipment	\$0.00	\$395.98	\$0.00	\$0.00	\$395.98	\$1,900.00	\$1,504.02	79%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$2,080.00	\$6,240.00	\$4,160.00	67%
	(MaineStreamer Fees)	\$292.32	\$2,647.16	\$1,839.60	\$12,038.56	\$16,817.64	\$57,300.00	\$40,482.36	71%
	Total	\$37,074.76	\$52,030.66	\$36,818.49	\$39,064.63	\$164,988.54	\$492,411.00	\$327,422.46	66%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	CLERK								
	Clerk's Division Salary	\$7,272.10	\$10,813.10	\$6,700.84	\$6,694.29	\$31,480.33	\$95,467.00	\$63,986.67	67%
	Social Security	\$537.67	\$806.49	\$493.98	\$493.47	\$2,331.61	\$7,299.00	\$4,967.39	68%
	IMRF	\$892.29	\$1,326.76	\$822.20	\$821.39	\$3,862.64	\$13,100.00	\$9,237.36	71%
	Administrative Div. Health Ins.	\$2,767.29	\$2,767.29	\$2,767.29	\$2,767.29	\$11,069.16	\$32,454.00	\$21,384.84	66%
	Life Ins.	\$6.45	\$6.45	\$6.45	\$6.45	\$25.80	\$77.00	\$51.20	66%
	Dental Ins.	\$32.84	\$32.84	\$32.84	\$32.84	\$131.36	\$788.00	\$656.64	83%
	Conferences-Meetings	\$0.00	\$25.00	\$0.00	\$0.00	\$25.00	\$1.00	-\$24.00	-2400%
	Dues-Subscriptions	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00	\$313.00	\$283.00	90%
	Print Management	\$220.20	\$220.20	\$0.00	\$220.20	\$660.60	\$2,642.00	\$1,981.40	75%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00	\$27.00	100%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Honor Flight	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$2,080.00	\$6,240.00	\$4,160.00	67%
	Hunting/Fishing License	\$37.00	\$0.00	\$190.50	\$0.00	\$227.50	\$0.00	-\$227.50	#DIV/0!
	Postage	\$851.14	\$796.83	\$722.91	\$834.40	\$3,205.28	\$6,000.00	\$2,794.72	47%
	Printing-Publishing	\$0.00	\$38.98	\$0.00	\$220.96	\$259.94	\$1,234.00	\$974.06	79%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.00	\$21.00	100%
	Office Supplies/Sm Equipment	\$428.50	\$87.87	\$48.27	\$66.72	\$631.36	\$600.00	-\$31.36	-5%
	Total	\$13,595.48	\$17,441.81	\$12,305.28	\$12,678.01	\$56,020.58	\$167,264.00	\$111,243.42	67%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	OEM								
	Emergency Mgmt Salary	\$350.52	\$560.07	\$308.61	\$278.13	\$1,497.33	\$3,959.00	\$2,461.67	62%
	OEM Social Security	\$26.82	\$42.87	\$23.60	\$21.23	\$114.52	\$312.00	\$197.48	63%
	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	100%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Special Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Dues-Subscriptions	\$0.00	\$0.00	\$305.00	\$0.00	\$305.00	\$305.00	\$0.00	0%
	Volunteer Insurance	\$0.00	\$641.80	\$0.00	\$0.00	\$641.80	\$723.00	\$81.20	11%
	Utilities	\$142.48	\$459.42	\$98.28	\$178.67	\$878.85	\$3,772.00	\$2,893.15	77%
	Telecommunications	\$145.61	\$0.00	\$200.00	\$202.05	\$547.66	\$2,042.00	\$1,494.34	73%
	Staff Training	\$0.00	\$443.00	\$0.00	\$0.00	\$443.00	\$1.00	-\$442.00	-44200%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$233.00	\$233.00	100%
	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Disaster Operations Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00	100%
	Vehicle Expense	\$333.49	\$0.00	\$0.00	\$626.98	\$960.47	\$2,146.00	\$1,185.53	55%
	Total	\$998.92	\$2,147.16	\$935.49	\$1,307.06	\$5,388.63	\$15,394.00	\$10,005.37	65%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	Mental Health/Comm Serv.	\$7,256	\$36,114	\$33,722	\$29,198	\$106,290	\$440,025	\$333,735	76%
	Total Operating Exp	\$236,691	\$401,413	\$285,694	\$266,675	\$1,190,472	\$4,043,349	\$2,852,877	71%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
REVENUE									
	Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	SS Reimbursement	\$8,080.69	\$0.00	\$0.00	\$1,717.56	\$9,798.25	\$15,000.00	\$5,201.75	35%
	Interest Income	\$81.31	\$73.93	\$64.92	\$72.35	\$292.51	\$4,393.00	\$4,100.49	93%
	Energy Assistance Revenue	\$4,581.00	\$0.00	\$3,857.00	\$12.00	\$8,450.00	\$18,000.00	\$9,550.00	53%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	TOTAL REVENUES	\$12,743.00	\$73.93	\$3,921.92	\$1,801.91	\$18,540.76	\$37,394.00	\$18,853.24	50%
EXPENSES									
EXPENSES-ADMINISTRATIVE									
	Gross Pay Account	\$19,866.86	\$29,800.29	\$19,866.86	\$19,866.86	\$89,400.87	\$258,805.00	\$169,404.13	65%
	IDES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Social Security	\$1,471.06	\$2,229.67	\$1,471.06	\$1,471.06	\$6,642.85	\$20,350.00	\$13,707.15	67%
	IMRF	\$3,656.49	\$3,656.49	\$2,437.66	\$2,437.66	\$12,188.30	\$35,965.00	\$23,776.70	66%
	Administrative Div. Health Ins.	\$8,332.30	\$8,332.30	\$8,332.30	\$8,332.30	\$33,329.20	\$96,061.00	\$62,731.80	65%
	Life Insurance	\$32.25	\$32.25	\$32.25	\$32.25	\$129.00	\$387.00	\$258.00	67%
	Dental Insurance	\$141.55	\$141.55	\$141.55	\$141.55	\$566.20	\$3,398.00	\$2,831.80	83%
	Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Accounting Services	\$451.40	\$638.35	\$454.90	\$454.90	\$1,999.55	\$5,822.00	\$3,822.45	66%
	Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89.00	\$89.00	100%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Print Management	\$370.20	\$370.20	\$370.20	\$370.20	\$1,480.80	\$4,442.00	\$2,961.20	67%
	General Insurance-Liab-Bond	\$0.00	\$6,966.80	\$0.00	\$0.00	\$6,966.80	\$6,979.00	\$12.20	0%
	Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$602.00	\$602.00	100%
	Postage	\$157.87	\$172.83	\$120.86	\$145.35	\$596.91	\$1,500.00	\$903.09	60%
	Printing Publishing	\$0.00	\$0.00	\$0.00	\$362.82	\$362.82	\$1,500.00	\$1,137.18	76%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	100%
	Hearing Officer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Office Supplies	\$0.00	\$0.00	\$486.68	\$0.00	\$486.68	\$1,514.00	\$1,027.32	68%
	Computer Software Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,350.00	\$2,350.00	100%
	Comp Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$2,080.00	\$6,240.00	\$4,160.00	67%
	Total	\$34,999.98	\$52,860.73	\$34,234.32	\$34,134.95	\$156,229.98	\$446,160.00	\$289,930.02	65%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	EXPENSES-ASSISTANCE								
	Client Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
	Emergency Assist Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,295.00	\$1,295.00	100%
	Prescription Drugs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	100%
	Dental Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Medical Services	\$0.00	\$59.97	\$0.00	\$0.00	\$59.97	\$414.00	\$354.03	86%
	Funeral & Burial Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	100%
	Client Utilities	\$725.00	\$372.12	\$723.38	\$677.56	\$2,498.06	\$11,650.00	\$9,151.94	79%
	Shelter-Rent	\$6,566.01	\$4,816.01	\$5,516.01	\$3,916.01	\$20,814.04	\$77,966.00	\$57,151.96	73%
	Ambulance Paramedic	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Food/Pers essentials	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$15,000.00	\$54,000.00	\$39,000.00	72%
	Transport/Clothing	\$1,760.00	\$1,440.00	\$1,600.00	\$1,280.00	\$6,080.00	\$26,152.00	\$20,072.00	77%
	Transient	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Catastro. Med. Insurance	\$0.00	\$5,100.00	\$0.00	\$0.00	\$5,100.00	\$5,100.00	\$0.00	0%
	Total	\$16,551.01	\$11,788.10	\$7,839.39	\$13,373.57	\$49,552.07	\$178,280.00	\$128,727.93	72%
	TOTAL OPERATING EXPENSES	\$51,550.99	\$64,648.83	\$42,073.71	\$47,508.52	\$205,782.05	\$624,440.00	\$418,657.95	67%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

63% of the year remaining MAR APR MAY JUN YTD DISBURSE BUDGET BALANCE % Left

REVENUE

Property Tax	\$686,565.94	\$98,346.70	\$133,320.03	\$0.00	\$918,232.67	\$1,980,312	\$1,062,079.33	54%
Other Income	\$5,194.51	\$400.00	\$4,696.33	\$50.00	\$10,340.84	\$50,585.00	\$40,244.16	80%
Interest Income	\$177.71	\$154.74	\$147.74	\$173.58	\$653.77	\$4,289.00	\$3,635.23	85%
Permit Fees	\$0.00	\$0.00	\$7,085.75	\$625.00	\$7,710.75	\$6,802.00	-\$908.75	-13%
Persnl Prop Replacement Tx	\$4,889.95	\$0.00	\$52,294.25	\$0.00	\$57,184.20	\$79,312.00	\$22,127.80	28%
TOTAL REVENUES	\$696,828.11	\$98,901.44	\$197,544.10	\$848.58	\$994,122.23	\$2,121,300.00	\$1,127,177.77	53%

EXPENSES

GENERAL ROAD FUND-ADMINISTRATIVE

Admin Salary Expense	\$5,088.16	\$7,632.24	\$5,851.36	\$5,342.56	\$23,914.32	\$74,960.00	\$51,045.68	68%
Health Insurance	\$7,110.26	\$7,110.26	\$9,610.26	\$14,594.78	\$38,425.56	\$120,000.00	\$81,574.44	68%
Life Insurance	\$59.33	\$34.19	\$34.19	\$34.19	\$161.90	\$750.00	\$588.10	78%
Dental Insurance	\$122.95	\$122.95	\$122.95	\$122.95	\$491.80	\$2,000.00	\$1,508.20	75%
Alcohol & Drug Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00	\$540.00	100%
Payroll Service	\$338.70	\$532.75	\$349.10	\$366.50	\$1,587.05	\$4,577.00	\$2,989.95	65%
Accounting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	100%
Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	100%
Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
Mileage Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
Municipal Replacement Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,726.00	\$39,726.00	100%
Postage	\$0.00	\$9.65	\$0.00	\$0.00	\$9.65	\$175.00	\$165.35	94%
Printing Publishing	\$0.00	\$1,323.50	\$1,323.50	\$170.00	\$2,817.00	\$3,000.00	\$183.00	6%
Telephone	\$444.84	\$418.41	\$538.40	\$364.49	\$1,766.14	\$6,000.00	\$4,233.86	71%
Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	100%
Miscellaneous	\$0.00	\$80.59	\$0.00	\$0.00	\$80.59	\$300.00	\$219.41	73%
Office Supplies	\$301.65	\$0.00	\$0.00	\$278.59	\$580.24	\$1,500.00	\$919.76	61%
Office Equipment	\$0.00	\$25.00	\$0.00	\$0.00	\$25.00	\$3,000.00	\$2,975.00	99%
Total	\$13,465.89	\$17,289.54	\$17,829.76	\$21,274.06	\$69,859.25	\$261,478.00	\$191,618.75	73%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130,000.00	\$130,000.00	100%
Miscellaneous-Uniforms	\$0.00	\$0.00	\$1,515.74	\$152.96	\$1,668.70	\$3,000.00	\$1,331.30	44%
Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
Equipment Leasing Maint	\$500.00	\$2,785.50	\$3,463.82	\$6,001.81	\$12,751.13	\$70,000.00	\$57,248.87	82%
Landfill Charges - GRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	100%
Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	100%
Street Lighting	\$0.00	\$8,874.49	\$392.15	\$4,467.61	\$13,734.25	\$65,000.00	\$51,265.75	79%
Tree Removal & Spraying	\$0.00	\$0.00	\$0.00	\$70.00	\$70.00	\$14,000.00	\$13,930.00	100%
Utilities	\$341.25	\$831.98	\$681.22	\$535.09	\$2,389.54	\$9,000.00	\$6,610.46	73%
Tree Replacement Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Gasoline Oil	\$0.00	\$1,045.47	\$1,412.37	\$1,791.20	\$4,249.04	\$22,000.00	\$17,750.96	81%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

63% of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
Building & Oper Sup Matl	\$0.00	\$670.69	\$0.00	\$1,208.32	\$1,879.01	\$7,000.00	\$5,120.99	73%
Maint Equip & Small Tools	\$48.34	\$266.34	\$107.66	\$685.12	\$1,107.46	\$7,200.00	\$6,092.54	85%
Supplies (Equipment)	\$0.00	\$119.99	\$507.45	-\$549.64	\$77.80	\$18,000.00	\$17,922.20	100%
Supplies Roads GRF	\$360.50	\$0.00	\$0.00	\$2,528.00	\$2,888.50	\$4,000.00	\$1,111.50	28%
Supplies Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00	\$70,000.00	100%
Total	\$1,250.09	\$14,594.46	\$8,080.41	\$16,890.47	\$40,815.43	\$427,700.00	\$386,884.57	90%

PERMANENT ROAD FUND

Labor On Roads	\$32,473.96	\$38,325.42	\$30,139.19	\$28,828.81	\$129,767.38	\$335,000.00	\$205,232.62	61%
Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	100%
Engineering Services	\$0.00	\$560.00	\$840.00	\$6,728.73	\$8,128.73	\$20,000.00	\$11,871.27	59%
Landfill Charges - PRF	\$0.00	\$389.94	\$0.00	\$2,365.10	\$2,755.04	\$8,000.00	\$5,244.96	66%
Project Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
Maintenance Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$425,000.00	\$425,000.00	100%
Supplies / Roads PRF	\$0.00	\$510.36	\$5,296.35	\$4,524.33	\$10,331.04	\$30,000.00	\$19,668.96	66%
Total	\$32,473.96	\$39,785.72	\$36,275.54	\$42,446.97	\$150,982.19	\$827,000.00	\$676,017.81	82%

EQUIPMENT & BUILDING FUND

Equipment	\$143.28	\$0.00	\$0.00	\$1,192.21	\$1,335.49	\$150,000.00	\$148,664.51	99%
Building	\$0.00	\$548.92	\$893.05	\$95.52	\$1,537.49	\$13,000.00	\$11,462.51	88%
Storage Building	\$0.00	\$1,896.36	\$1,625.00	\$1,625.00	\$5,146.36	\$22,000.00	\$16,853.64	77%
Total	\$143.28	\$2,445.28	\$2,518.05	\$2,912.73	\$8,019.34	\$185,000.00	\$176,980.66	96%

SOCIAL SECURITY FUND

Social Security	\$2,833.51	\$3,475.78	\$2,713.30	\$2,574.12	\$11,596.71	\$40,000.00	\$28,403.29	71%
Total	\$2,833.51	\$3,475.78	\$2,713.30	\$2,574.12	\$11,596.71	\$40,000.00	\$28,403.29	71%

INSURANCE FUND

Workmans Compensation	\$0.00	\$18,797.00	\$0.00	\$0.00	\$18,797.00	\$20,000.00	\$1,203.00	6%
Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$535.00	100%
Gen Ins Liability Ins Bond	\$0.00	\$37,540.00	\$0.00	\$0.00	\$37,540.00	\$38,019.00	\$479.00	1%
Total	\$0.00	\$56,337.00	\$0.00	\$0.00	\$56,337.00	\$58,554.00	\$2,217.00	4%

IL MUNICIPAL RETIREMENT FUND

IMRF	\$4,608.87	\$5,548.20	\$4,032.42	\$3,677.98	\$17,867.47	\$64,000.00	\$46,132.53	72%
IMRF Employer ERI Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Total	\$4,608.87	\$5,548.20	\$4,032.42	\$3,677.98	\$17,867.47	\$65,000.00	\$47,132.53	73%

TOTAL OPERATING EXPENSES	\$54,775.60	\$139,475.98	\$71,449.48	\$89,776.33	\$355,477.39	\$1,864,732.00	\$1,509,254.61	81%
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MOTION TO APPROVE PAYROLL FOR PAYDATES OF JUNE 25, 2021,
JULY 9, 2021 AND JULY 23, 2021 AND ROAD DISTRICT CHECKS #21043
THROUGH CHECK #21994 IN THE AMOUNT OF \$114,537.77.

**Maine Township Road & Bridge Fund
JULY 2021**

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
Wire	June 25	Federal Electronic Payroll System	Federal Taxes	4,464.10
Wire	June 25	Illinois Department of Revenue	State Taxes	798.74
S/C	June 25	Paychex	Service Fee	183.25
Dir.Deposit	June 25	Richard A Brandes	Payroll Check	2,010.70
Dir.Deposit	June 25	Peter Douvalakis	Payroll Check	2,581.49
Dir.Deposit	June 25	Reis Foster	Payroll Check	1,030.22
Dir.Deposit	June 25	Hernandez Jack	Payroll Check	930.68
Dir.Deposit	June 25	Dawne Scheel Hayman	Payroll Check	1,615.84
Dir.Deposit	June 25	Peter A Jimenez	Payroll Check	1,738.47
Dir.Deposit	June 25	Justin E Mac Intyre	Payroll Check	2,058.02
21043	July 1	Metropolitan Life Ins. Co.	Dental, Life, AD&D	395.25
21044	July 1	Blue Cross Blue Shield of II	Health Insurance May	7,136.76
21045	July 1	Security Benefit	Deferred Comp Contributions 6/25	425.00
21946	July 1	VSP of Illinois, NFP	VSP Voluntary Vision - July 2021	25.46
Wire		IMRF	Illinois Municipal Retirement Fund	5,968.62
Wire	July 9	Federal Electronic Payroll System	Federal Taxes	4,672.99
Wire	July 9	Illinois Department of Revenue	State Taxes	828.09
S/C	July 9	Paychex	Service Fee	190.73
Dir.Deposit	July 9	Richard A Brandes	Payroll Check	2,124.59
Dir.Deposit	July 9	Peter Douvalakis	Payroll Check	2,744.00
Dir.Deposit	July 9	Reis Foster	Payroll Check	1,145.29
Dir.Deposit	July 9	Dawne Scheel Hayman	Payroll Check	1,617.32
Dir.Deposit	July 9	Jack Hernandez	Payroll Check	571.59
Dir.Deposit	July 9	Peter A Jimenez	Payroll Check	1,828.69
Dir.Deposit	July 9	Justin E Mac Intyre	Payroll Check	2,194.11
Dir.Deposit	July 9	Dorothy D. Moran	Payroll Check	125.85
21047	July 15	Security Benefit	Deferred Comp Contributions 07/09	425.00
21948	July 19	AT&T	Telephone & Communication	62.82
21949	July 20	AT&T	Telephone & Communication	62.82
21950	July 20	Comed - Garage	Service At Garage 6/4-7/6	366.27
21951	July 20	Comed	Street Lighting	4,396.74
21952	July 20	Comed	Traffic Signals	52.03
21953	July 21	Nicor Gas	Utilities	163.37
21954	July 21	Verizon Wireless	Telephone & Communication	213.42
Wire	July 23	Federal Electronic Payroll System	Federal Taxes	4,248.33
Wire	July 23	Illinois Department of Revenue	State Taxes	771.26
S/C	July 23	Paychex	Service Fee	207.73
Dir.Deposit	July 23	Richard A Brandes	Payroll Check	1,943.38

Dir.Deposit	July 23	Peter Douvalakis	Payroll Check	2,412.40
Dir.Deposit	July 23	Reis Foster	Payroll Check	918.61
Dir.Deposit	July 23	Hernandez Jack	Payroll Check	840.20
Dir.Deposit	July 23	Dawne Scheel Hayman	Payroll Check	1,617.32
Dir.Deposit	July 23	Peter A Jimenez	Payroll Check	1,684.82
Dir.Deposit	July 23	Justin E Mac Intyre	Payroll Check	1,993.59
Dir.Deposit	July 23	Dorothy D. Moran	Payroll Check	209.76
21955	July 27	Aramark	Uniforms	163.53
21956	July 27	Advantedge Roofing&Construciton	Building	1,370.00
21957	July 27	A Lamp Concrete Contractors, Inc.	Maintenance Of Roads	6,590.00
21958	July 27	Ancel Glink P.C.	Tax Rate Objections,Speciality Work	1,025.00
21959	July 27	AndersonLock Company, Ltd.	Building&Operating Supplies	24.56
21960	July 27	Arlilngton Power Equip, Inc.	Equipment	256.84
21961	July 27	Atlas Bobcat LLC	Equipment Maintance	1,197.50
21962	July 27	Beverly Materials, LLC	Supplies For Road	294.70
21963	July 27	Brandes Richard	Telephone & Communication	25.00
21964	July 27	Conserv FS, Inc.	Gasoline&Oil	2,600.31
21965	July 27	Damiano Diesel Service	Equipment Maintance	1,303.33
21966	July 27	Des Plaines Material&Supply	Supplies For Right Of Way Restoration	408.25
21967	July 27	VOID	Void	-
21968	July 27	Direct Mechanical, Inc.	Building Maintenance	2,160.00
21969	July 27	Domestic Uniform Rental	Building	95.52
21970	July 27	Douvalakis Peter	Businness Use OfPersonal Phone	50.00
21971	July 27	Flood Brothers Disposal	Landfill	375.44
21972	July 27	Golf Mill Ford	Equipment Maintance	290.46
21973	July 27	Capital One Commercial	Supplies For Building	1,589.27
21974	July 27	VOID	Void	-
21975	July 27	Healy Asphalt Co. LLC	Supplies For The Road	2,158.84
21976	July 27	Home Depot Credit Services	Building Maintenance	143.46
21977	July 27	Illinois EPA	Annual NPDES Fee 7/1/	1,000.00
21978	July 27	Jimenez Peter	Telephone & Communication	25.00
21979	July 27	James Drive Safety Lane, LLC	Vehicle Inspection	299.00
21980	July 27	Journal&Topics News	Legal Notice	234.35
21981	July 27	Just Tires	Equipment Maintance	748.42
21982	July 27	MacMunnis, Inc. AAF Com Ed	Offsite Storage	1,625.00
21983	July 27	Macintyre Justin	Telephone & Communication	25.00
21984	July 27	Maine Township - Town Fund	Summer 2021Mainely News	120.00
21985	July 27	Monroe Truck Equipment, Inc.	Truck Equipment	1,036.00
21986	July 27	Morton Salt, Inc.	Supplies - Snow Removal	9,452.17
21987	July 27	Napa Auto Parts-Des Plaines	Equipment Supplies&Parts (Truck)	691.62
21988	July 27	Red Wing BSNS Advantage Acct.	Uniforms	1,134.16
21989	July 27	VOID	Void	-

21990	July 27	Spaceo, Inc.	Engineering Services	1,830.00
21991	July 27	The Mulch Center	Maintenance Of Roads	140.00
21992	July 27	Traffic Control&Protection Inc.	Equipment	1,146.95
21993	July 27	Tredroc Tire Services LLC	Equipment Maintance	800.35
21994	July 27	Runco Office Supply	Office Supplies	112.02
				<u>\$ 114,537.77</u>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of June 25, 2021, July 9, 2021 and July 23,2021 and Road District Checks #21943 through Checks #21994 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 27TH DAY OF JULY, 2021.

Supervisor

Attest:

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF JUNE 25, 2021,
JULY 9, 2021 AND JULY 23, 2021 AND GENERAL TOWN FUND
CHECKS #58766 THROUGH CHECK #58837 IN THE AMOUNT OF \$353,985.23.

Maine Township General Town Fund
JULY 2021

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
58766	June 23	IL Dept of Employment Security	Amount Due for Benefits 11/15/20-1/2/21	168.00
58767	June 23	IL Dept of Employment Security	Amount Due for Benefits 1/1/21-3/31/21	2,873.00
58768	June 23	Toirma	Reimbursement of Legal Fees	12,065.53
Wire	June 25	Federal Electronic Payroll System	Federal Taxes	12,102.89
Wire	June 25	Illinois Department of Revenue	State Taxes	2,392.15
S/C	June 25	Paychex	Service Fee	333.80
3522	June 25	Susan Moylan Krey	Payroll	896.36
Dir.Deposit	June 25	Karen Dimond	Payroll	969.77
Dir.Deposit	June 25	Peter W. Gialamas	Payroll	238.88
Dir.Deposit	June 25	Carol A. Langan	Payroll	1,333.86
Dir.Deposit	June 25	Dayna E. Berman	Payroll	2,707.74
Dir.Deposit	June 25	Doriene K. Prorak	Payroll	1,441.28
Dir.Deposit	June 25	Dorothy D. Moran	Payroll	519.24
Dir.Deposit	June 25	Jessica M. Fox	Payroll	739.86
Dir.Deposit	June 25	Marty Cook	Payroll	672.58
Dir.Deposit	June 25	Michael A. Samaan	Payroll	1,449.23
Dir.Deposit	June 25	Nader A. Ghazaleh Sr.	Payroll	1,101.04
Dir.Deposit	June 25	Nicholas W. Kanehl	Payroll	902.84
Dir.Deposit	June 25	Robert M. Carrozza	Payroll	177.64
Dir.Deposit	June 25	Ronald R. Bartsch	Payroll	153.17
Dir.Deposit	June 25	Stephen T. Basista	Payroll	376.03
Dir.Deposit	June 25	Victoria K Rizzo	Payroll	1,703.45
Dir.Deposit	June 25	Kelly Stonitsch	Payroll	690.87
Dir.Deposit	June 25	Debra A. Babich	Payroll	1,460.21
Dir.Deposit	June 25	Elizabeth J. Coy	Payroll	1,220.45
Dir.Deposit	June 25	Faris E. Dababneh	Payroll	1,102.77
Dir.Deposit	June 25	Mary Dolores Phillips	Payroll	653.54
Dir.Deposit	June 25	Branka Mackic-Aleksic	Payroll	1,057.58
Dir.Deposit	June 25	Lauren Crisostomo	Payroll	1,173.42
Dir.Deposit	June 25	Naomi J. Bowman	Payroll	1,327.50
Dir.Deposit	June 25	Richard D. Lyon	Payroll	2,179.84
Dir.Deposit	June 25	Karen A. Cohen	Payroll	1,206.77
Dir.Deposit	June 25	Marie C. Dachniwsky	Payroll	1,449.60
Dir.Deposit	June 25	Monika Jaroszewicz	Payroll	1,342.18
Dir.Deposit	June 25	Oksana T. Bukaczyk	Payroll	1,147.37
Dir.Deposit	June 25	Therese A. Tully	Payroll	1,523.18
Dir.Deposit	June 25	Wieslawa Tytko	Payroll	1,650.82
Dir.Deposit	June 25	Eva Magnowski	Payroll	934.31
Dir.Deposit	June 25	John Bennett	Payroll	144.38
58769	July 1	AFLAC	Aflac	34.08
58770	July 1	Metropolitan Life Ins. Co.	Dental, Life & AD&D	1,717.04
58771V	July 1	VOID	Void	-

58772	July 1	Blue Cross Blue Shield	Health Insurance July	58,190.05
58773	July 1	NCPERS Group Life Ins.	IMRF Voluntary Life Ins.	80.00
58774	July 1	Security Benefit	Deferred Comp Contributions 6/25	820.00
58775	July 1	VSP of Illinois, NFP	Voluntary Vision Ins., July 2021	109.60
58776	July 2	Comcast	Pot Lines	337.15
58777	July 2	Nicor Gas	Commercial Heat 5/12-6/10	178.66
58778	July 2	Nicor Gas	Commercial Heat 5/17-6/15	50.01
58779	July 2	Republic SVC #551	Pick-Up Service 7/1-7/31	277.94
Wire	July 5	Paychex Time Attendance Fee	Payroll Administration Fee	264.40
Wire	July 7	Paychex Time Attendance Fee	Payroll Administration Fee	322.50
58780	July 7	Lakeshore Recycling Systems	Cultural Event 8/3/21	900.00
58781	July 7	Sanam Studio Dance, LLC	Cultural Event 8/21/21	3,000.00
Wire	July 7	IMRF	Illinois Municipal Retirement Fund	20,882.14
Wire	July 9	Federal Electronic Payroll System	Federal Taxes	16,965.94
Wire	July 9	Illinois Department of Revenue	State Taxes	3,263.02
S/C	July 9	Paychex	Service Fee	358.63
3523	July 9	Susan Moylan Krey	Payroll	896.36
Dir.Deposit	July 9	Karen Dimond	Payroll	969.77
Dir.Deposit	July 9	Peter W. Gialamas	Payroll	77.72
Dir.Deposit	July 9	Edward Beauvais	Payroll	3,602.30
Dir.Deposit	July 9	Kimberly Jones	Payroll	387.50
Dir.Deposit	July 9	Asif Malik	Payroll	415.15
Dir.Deposit	July 9	James Maher	Payroll	400.57
Dir.Deposit	July 9	Kelly Maron Horvath	Payroll	438.66
Dir.Deposit	July 9	Carol A. Langan	Payroll	1,747.23
Dir.Deposit	July 9	Dayna E. Berman	Payroll	3,420.14
Dir.Deposit	July 9	Doriene K. Prorak	Payroll	1,824.66
Dir.Deposit	July 9	Dorothy D. Moran	Payroll	660.79
Dir.Deposit	July 9	Jessica M. Fox	Payroll	988.29
Dir.Deposit	July 9	Marty Cook	Payroll	859.71
Dir.Deposit	July 9	Michael A. Samaan	Payroll	1,834.99
Dir.Deposit	July 9	Nader A. Ghazaleh Sr.	Payroll	1,428.04
Dir.Deposit	July 9	Nicholas W. Kanehl	Payroll	1,176.67
Dir.Deposit	July 9	Robert M. Carozza	Payroll	84.58
Dir.Deposit	July 9	Ronald R. Bartsch	Payroll	284.26
Dir.Deposit	July 9	Stephen T. Basista	Payroll	438.85
Dir.Deposit	July 9	Victoria K. Rizzo	Payroll	2,227.53
Dir.Deposit	July 9	Kelly Stonitsch	Payroll	943.38
Dir.Deposit	July 9	Debra A. Babich	Payroll	1,441.36
Dir.Deposit	July 9	Elizabeth J. Coy	Payroll	1,223.49
Dir.Deposit	July 9	Faris E. Dababneh	Payroll	1,112.85
Dir.Deposit	July 9	Mary Dolores Phillips	Payroll	653.54
Dir.Deposit	July 9	Branka Mackic-Aleksic	Payroll	1,383.87
Dir.Deposit	July 9	Lauren Crisostomo	Payroll	1,513.43
Dir.Deposit	July 9	Naomi J. Bowman	Payroll	1,676.06
Dir.Deposit	July 9	Richard D. Lyon	Payroll	2,821.65

Dir.Deposit	July 9	Karen A. Cohen	Payroll	1,569.08
Dir.Deposit	July 9	Marie C. Dachniwsky	Payroll	1,938.15
Dir.Deposit	July 9	Monika Jaroszewicz	Payroll	1,710.21
Dir.Deposit	July 9	Oksana T. Bukaczyk	Payroll	1,454.63
Dir.Deposit	July 9	Therese A. Tully	Payroll	1,922.63
Dir.Deposit	July 9	Wieslawa Tytko	Payroll	2,164.85
Dir.Deposit	July 9	Eva Magnowski	Payroll	863.79
Dir.Deposit	July 9	John Bennett	Payroll	183.53
58782	July 15	Comed	OEM Service 6/4 - 7/6	84.74
58783	July 15	Security Benefit	Deferred Comp Contributions 7/9	820.00
58784	July 15	Verizon Wireless-Admin	Telecommunications	130.44
58785	July 21	Access One, Inc.	Pot Lines 7/1-7/31	195.54
58786	July 21	Aqua Illinois, Inc.	Water and Sewer Service 5/25-6/24	209.86
58787	July 21	Comcast Business	Business Voice Edge Phone Service	1,463.16
58788	July 21	Comed	Electric Service to Town Hall 6/8-7/8	1,534.83
Wire	July 23	Federal Electronic Payroll System	Federal Taxes	12,870.80
Wire	July 23	Illinois Department of Revenue	State Taxes	2,527.63
S/C	July 23	Paychex	Service Fee	366.98
3524	July 23	Susan Moylan Krey	Payroll	896.36
Dir.Deposit	July 23	Karen Dimond	Payroll	969.77
Dir.Deposit	July 23	Peter W. Gialamas	Payroll	77.72
Dir.Deposit	July 23	Carol A. Langan	Payroll	1,377.75
Dir.Deposit	July 23	Dayna E. Berman	Payroll	2,781.36
Dir.Deposit	July 23	Doriene K. Prorak	Payroll	1,480.62
Dir.Deposit	July 23	Dorothy D. Moran	Payroll	533.54
Dir.Deposit	July 23	Jessica M. Fox	Payroll	853.11
Dir.Deposit	July 23	Marty Cook	Payroll	691.19
Dir.Deposit	July 23	Michael A. Samaan	Payroll	1,488.82
Dir.Deposit	July 23	Nader A. Ghazaleh Sr.	Payroll	1,135.02
Dir.Deposit	July 23	Nicholas W. Kanehl	Payroll	931.31
Dir.Deposit	July 23	Robert M. Carrozza	Payroll	182.66
Dir.Deposit	July 23	Ronald R. Bartsch	Payroll	61.71
Dir.Deposit	July 23	Stephen T. Basista	Payroll	263.00
Dir.Deposit	July 23	Victoria K. Rizzo	Payroll	1,758.55
Dir.Deposit	July 23	Kelly Stonitsch	Payroll	926.55
Dir.Deposit	July 23	Debra A. Babich	Payroll	1,441.36
Dir.Deposit	July 23	Elizabeth J. Coy	Payroll	1,223.49
Dir.Deposit	July 23	Faris E. Dababneh	Payroll	1,112.90
Dir.Deposit	July 23	Mary Dolores Phillips	Payroll	653.54
Dir.Deposit	July 23	Branka Mackic-Aleksic	Payroll	1,084.27
Dir.Deposit	July 23	Lauren Crisostomo	Payroll	1,209.43
Dir.Deposit	July 23	Naomi J. Bowman	Payroll	1,363.36
Dir.Deposit	July 23	Richard D. Lyon	Payroll	2,246.76
Dir.Deposit	July 23	Ashley Homa	Payroll	604.70
Dir.Deposit	July 23	Logan Brown	Payroll	587.72
Dir.Deposit	July 23	Karen A. Cohen	Payroll	1,245.63

Dir.Deposit	July 23	Marie C. Dachniwsky	Payroll	1,501.20
Dir.Deposit	July 23	Monika Jaroszewicz	Payroll	1,379.98
Dir.Deposit	July 23	Oksana T. Bukaczyk	Payroll	1,183.40
Dir.Deposit	July 23	Therese A. Tully	Payroll	1,569.68
Dir.Deposit	July 23	Wieslawa Tytko	Payroll	1,704.77
Dir.Deposit	July 23	Eva Magnowski	Payroll	863.79
Dir.Deposit	July 23	John Bennett	Payroll	145.18
58789	July 27	Abdul Gafoor	Special Programs, India Cultural Day	600.00
58790	July 27	American Taxi Dispatch	2 Mainelines Vouchers	10.00
58791	July 27	Ancel Glink P.C.	Legal Services	1,207.50
58792	July 27	Anderson Lock Company, Ltd.	Door and Cylinder Work	1,136.46
58793	July 27	Avenues to Independence	Grant Payment 4	4,017.00
58794	July 27	Big Fish Graphic Design, LLC	Recovery Connection Flyer Design	500.00
58795	July 27	Bond, Dickson & Associate, P.C.	IMRF Legal Services	1,110.00
58796	July 27	The Center of Concern	Grant Payment 4	3,616.00
58797	July 27	Rosemont Entertainment Group	Recovery Connection Programs	1,130.00
58798	July 27	Children's Advocacy Center	Grant Payment 1	1,105.00
58799	July 27	Citywide Printing	Printing & Publishing	498.50
58800	July 27	Cook County Sheriff's	Cook County Hirebacks	4,400.00
58801	July 27	CK Cty Twp Assessors Assn	Dues for 6 Months	150.00
58802	July 27	Cook, Marty	Reimbursement	58.48
58803	July 27	Damiano Diesel Service	Vehicle Repairs	3,500.72
58804	July 27	District 63 Education	Grant Payment 4 & 5	2,166.00
58805	July 27	Evans, Marshall and Pease, PC	Bookkeeping Services	3,000.00
58806	July 27	Garvey's Office Products	Office Supplies	601.90
58807	July 27	Glenkirk	Grant Payment 1	1,425.00
58808	July 27	Golf Mill Ford	Service on Code Enforc. Vehicle	440.13
58809	July 27	Graphic Solutions, Inc.	MaineStreamers Ad & Mainely News	1,760.00
58810	July 27	The Harbour, Inc.	Grant Payment 1	1,700.00
58811	July 27	Hazelden	Recovery Connections-Books	426.02
58812	July 27	Illinois Trustees Assoc.	Membership Dues	30.00
58813	July 27	The Josselyn Center	Grant Payment 4	8,766.00
58814	July 27	Journal & Topics Newspapers	Legal Notice	32.17
58815	July 27	Justifacts Credential Verification	Background Check	59.50
58816	July 27	Lakeshore Recycling Systems	Portable Restroom for Cultural Event	900.00
58817	July 27	Leyden Family Service	Grant Payment 3 & 4	9,634.00
58818	July 27	Life Span	Grant Payment 2	1,266.00
58819	July 27	Quadient Finance USA, Inc.	Postage Machine	2,296.35
58820	July 27	Niles Flash Cab	38 MaineLines Vouchers	190.00
58821	July 27	NJ Castillo Landscaping	Monthly Landscaping Service	1,350.00
58822	July 27	NW Suburban Day Care Ctr.	Grant Payment 5	3,883.00
58823	July 27	Ontap Company	Water Cooler Rental	156.00
58824	July 27	Park Ridge Stationers	Operating Supplies	700.98
58825	July 27	Signs for Success Illinois, Inc.	Signage Update at Town Hall	394.00
58826	July 27	Signarama	Banner for Indian & Pakistan Cultural Day	580.00
58827	July 27	Twp Supervisors of Illinois	Membership Dues	35.00

58828	July 27	Turning Point Behavioral	Grant Payment 4	3,333.00
58829	July 27	Warehouse Direct	Office Supplies & Computer Tech Support	2,078.00
58830V	July 27	VOID	Void	-
58831	July 27	Metro Federal Credit Union	Administration Expenses	571.25
58832	July 27	Metro Federal Credit Union	Recovery Connection Expenses	1,055.71
58833V	July 27	VOID	Void	-
58834	July 27	Metro Federal Credit Union	MaineStay Expenses	1,305.92
58835V	July 27	VOID	Void	-
58836	July 27	Metro Federal Credit Union	Maintenance Expenses	1,000.90
58837V	July 27	VOID	Void	-
				\$ 353,985.23

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of June 25, 2021, July 9, 2021 and July 23, 2021 and General Town Fund Checks #58766 through Check #58837 and authorize the Supervisor issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 27TH DAY OF JULY 2021.

Supervisor

Attest:

Clerk

Trustees

Banutharakeswari Sivasubramani
(Banu Siva)

Summary Statement:

I am an associate degree holder seeking full time/part-time employment at an entry level position.

Education:

Associate degree in costume design and dress making

Coimbatore Polytechnic, Tamil nadu, India.

1989-1993

MS Office, MS Word

Oakton Community College, Des Plaines, Illinois.

1999-2000

Special Skills:

Ability to work independently and in a team under pressure while meeting deadlines

Good communication skills at all levels

Good cash handling experience

Working with school special needs kids (before and after school program).

Work History:

Cashier, Clerk of the Circuit Court, Cook County, Illinois.

(From February 2001 to June 2012) Full Time

Customer service (over the counter and on the phone)

Maintain cash register and enter the amount into proper department fields

Filing legal document to the court file

Preparing order of production papers and sends to police agencies

Customer Service Associate: Advocates Association, Madras High Court Madurai Branch, Madurai, India

(Since August 2012 to July 2014) Full Time

Customer service (over the counter and phone)

Preparation of civil and criminal files for attorneys before interviewing clients

Preparation of daily court files for attorneys

Filing (case files)

Entered the judge's order into the computer

Child Care Program Manager: Right at school (Cumberland Elementary School) District 62

(Since September 2016 to Current) Part time.

Worked with children including children of special needs

Tend to any emergencies during the period of which the children are under my supervision

Have an understanding with parents for drop off and pick up times

Obtaining CPR certification

Aid children in activities such as arts and crafts, and games.



SINCE 1917

EVANS, MARSHALL & PEASE, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND CONSULTANTS

1875 Hicks Road
Rolling Meadows, Illinois 60008

Telephone (847) 221-5700

Facsimile (847) 221-5701

July 1, 2021

To the Board of Trustees
Maine Township

We have audited the financial statements of the governmental activities, the major funds, and the aggregate remaining fund information of Maine Township for the year ended February 28, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Maine Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by Maine Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting Maine Township's financial statements were:

Management's estimate of the property tax is based on the requested levy and levy edit report from the collecting agency of the county. We evaluated the key factors and assumptions used to develop the estimate of property taxes to be received from the 2020 levy in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the pension liabilities are based on actuarial studies. We evaluated the key factors and assumptions used to develop the pension liabilities in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There are no sensitive disclosures affecting the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated July 1, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Maine Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Maine Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI), as listed in the table of contents, which are required supplementary information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of the Board of Trustees and management of Maine Township and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Evans, Marshall & Pease, P.C.

Evans, Marshall & Pease, P.C.
Certified Public Accountants

**MAINE TOWNSHIP
PARK RIDGE, ILLINOIS**

ANNUAL FINANCIAL REPORT

**FOR THE FISCAL YEAR ENDED
FEBRUARY 28, 2021**

**MAINE TOWNSHIP
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FEBRUARY 28, 2021**

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SINCE 1917

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AND CONSULTANTS

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Telephone (847) 221-5700
Facsimile (847) 221-5701

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Maine Township
Park Ridge, Illinois

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the major funds, and the aggregate remaining fund information of Maine Township, Park Ridge, Illinois, as of and for the year ended February 28, 2021, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major funds, and the aggregate remaining fund information of Maine Township, as of February 28, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Prior-Year Comparative Information

We have previously audited Maine Township's 2020 financial statements, and we expressed an unmodified opinion on the respective financial statements of the governmental activities, the major funds, and the aggregate remaining fund information in our report dated July 8, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended February 29, 2020, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Evans, Marshall & Pease, P.C.

Evans, Marshall & Pease, P.C.
Certified Public Accountants

Rolling Meadows, IL
July 1, 2021

REQUIRED SUPPLEMENTARY INFORMATION
Management's Discussion and Analysis

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

This section of the Maine Township's annual financial report is management's discussion and analysis (MD&A) of the Township's financial performance and provides an overall review of the Township's financial activities for the fiscal year ending February 28, 2021.

The management of the Township encourages readers to consider the information presented herein in conjunction with the basic financial statements to enhance their understanding of the Township's financial performance. Certain comparative information between the current year and the prior year is required to be presented in the MD&A and is included in this analysis.

Financial Highlights

- The Township's net position decreased by \$1,144,862 to \$16,636,988 as of February 28, 2021, which is a decrease of 6.44% over the prior year's net position of \$17,781,850.
- As of the close of the current fiscal year, the Township's governmental funds reported a combined ending fund balance of \$10,814,227, a decrease of \$1,688,939 in comparison with the prior year.
- The Township provided additional assistance and grants in the amount of \$524,784 to various organizations within Maine Township and surrounding neighborhoods. This is an increase of \$88,688 awarded to organizations over the previous year because of the pandemic.
- General Assistance Home Relief in the amount of \$160,347 was expended to assist the residents of Maine Township.
- At February 28, 2021, the Township has \$149,368 as committed fund balance for the capital fund (future repairs and building improvements) of the Township.

Overview of the Financial Statements

This financial report consists of three parts – management's discussion and analysis (this section), basic financial statements and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Township.

- *The statement of net position and statement of activities* are *government-wide* financial statements that provide both short-term and long-term information about the Township's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Township. Fund statements generally report operation in more detail than the government-wide financial statements.

The financial statements also include many notes. The notes explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

The major features of the Township's financial statements, including the portion of the Township's activities they cover and the types of information they contain, are shown in the following table:

Major Features of the Government-Wide and Fund Financial Statements

	Government-Wide Statements	Fund Financial Statements	
		Governmental Funds	Fiduciary Funds
Scope	Entire Township (except fiduciary funds)	The activities of the Township that are not fiduciary, such as general fund	Instances in which Township administers resources on behalf of someone else
Required financial statements	Statement of net position	Balance sheet	Statement of fiduciary net position
	Statement of activities	Statement of revenues, expenditures, and changes in fund balance	Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or liabilities included	All assets and liabilities, both short-term and long-term; funds do not currently contain capital assets, but they can
Type of deferred inflows/outflows of resources information	All deferred inflows and outflows of resources, financial, short-term and long-term	Generally deferred outflows of resources to be used up and deferred inflows that come due during the year or soon thereafter; no capital or debt included	Not applicable
Type of inflow/outflow information	All revenues and expenses during the year, regardless of dates of actual cash transactions	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

Government-Wide Financial Statements

The government-wide financial statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All the current year's revenues and expenditures are accounted for in the statement of activities.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

Unlike a private sector company, the Township cannot readily convert fixed assets to liquid assets. Townships can, and sometimes do, convert fixed assets to cash through the sale of property; however this is a rare event and not easily accomplished.

The government-wide financial statements report the Township's net position and how they have changed throughout the year. Net position – the difference between the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources – are one way to measure the Township's financial health or position.

- Over time, increases or decreases in the Township's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the Township's overall health, one needs to consider additional non-financial factors, such as changes in the Township's property tax base and the condition of facilities.

In the government-wide financial statements, the Township's activities are presented as follows:

- *Governmental activities* – Most of the Township's basic services are included here, such as support services, community programs and administration. Property taxes finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the Township's funds, focusing on its most significant or "major" funds – not the Township as a whole. Funds are accounting devices the Township uses to keep track of specific sources of funding and spending on particular programs and to demonstrate compliance with various regulatory requirements.

- Some funds are required by state law.
- The Township establishes other funds to control and manage money for particular purposes or to show that it is properly using certain revenues.

The Township has one fund type:

Governmental funds – The Township's basic services are included in governmental funds, which generally focus on (1) how cash, and other financial assets that can readily be converted to cash, flow in and out, and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps one determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is included as a separate statement explaining the relationship (or differences) between them.

Notes to the Financial Statements

The notes are an integral part of the financial statements and provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain *Required Supplementary Information* concerning the Township's operations presented to supplement the basic financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

Financial Analysis of the Township as a Whole

Statement of Net Position: The following summary data is compared with data from the preceding year. The following provides a summary of the Township's Statement of Net Position as of February 28, 2021, and February 29, 2020:

	<u>Statement of Net Position</u>	
	<u>2021</u>	<u>2020</u>
Assets		
Current and Other Assets	\$ 15,475,428	\$ 17,840,190
Capital Assets, Net of Depreciation	6,961,877	6,978,423
Noncurrent Assets	268,263	-
Total Assets	<u>22,705,568</u>	<u>24,818,613</u>
Deferred Outflows of Resources		
Pensions	822,232	1,324,632
Total Deferred Outflows of Resources	<u>822,232</u>	<u>1,324,632</u>
Liabilities		
Current Liabilities	1,043,959	1,062,745
Noncurrent Liabilities		
Due Within One Year	4,128	16,512
Due in More Than One Year	166,143	1,315,046
Total Liabilities	<u>1,214,230</u>	<u>2,394,303</u>
Deferred Inflows of Resources		
Unavailable Revenues - Property Taxes	3,617,242	4,274,279
Pensions	2,059,340	1,692,813
Total Deferred Inflows of Resources	<u>5,676,582</u>	<u>5,967,092</u>
Net Position		
Net Investment in Capital Assets	6,957,749	6,957,783
Restricted	4,686,069	4,681,651
Unrestricted	4,993,170	6,142,416
Total Net Position	<u>\$ 16,636,988</u>	<u>\$ 17,781,850</u>

Total Net Position: As noted earlier net position may serve as a useful indicator of the Township's financial position. The Township's overall financial position and results of operations has improved during the fiscal year ended February 28, 2021. The assets and deferred outflows of resources exceeded the liabilities and deferred inflows of resources resulting in a net position balance of \$16,636,988 as of the close of the fiscal year.

Please note that the amounts reported for governmental activities in the audit statement are different from the summary tables above because (1) capital assets used in governmental activities are not financial resources, as they are in business, and are not reported as assets in governmental funds. (2) long-term liabilities, including the IMRF Pension liability are not due in the current period and therefore not reported as liabilities in the funds.

Restricted Net Position: A portion of the Township's total net position is considered restricted. The Township's restricted net position results from portions of governmental funds that are restricted, committed, or assigned, or in any other way limit the availability of fund resources for future use. The General Assistance Fund is considered a special revenue funds; by law, funds held in a special revenue fund are restricted to the purpose of the fund.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

The Township's total restricted net position at the end of the fiscal year totaled \$4,686,069, which is an increase of \$4,418 over the prior fiscal year. There were no significant changes affecting restrictions, commitments, or other limitations to the availability of fund resources for future use.

Statement of Activities: The following is a summary of the Township's change in net position for the year ending February 28, 2021, and February 29, 2020:

	<u>2021</u>	<u>2020</u>
<i>Governmental Activities</i>		
Revenues		
Program Revenues		
Charges for Services	\$ 134,907	\$ 587,024
Operating Grants and Contributions	131,268	83,514
General Revenues		
Property Taxes	3,921,449	5,770,387
Corporate Replacement Taxes	153,504	182,743
Earnings on Investments	17,367	40,696
Other	44,779	75,923
Total Revenues	<u>4,403,274</u>	<u>6,740,287</u>
Expenses		
Administration, Assessor and Clerk	2,633,426	2,882,634
MaineStay Youth and Family Services	424,616	569,076
Mainstreamers Senior Services	481,736	868,846
Mental Health and Community Services	524,784	436,096
General Assistance Home Relief	160,347	172,097
General Road Maintenance and Permanent Roads	1,061,617	982,365
Depreciation - Unallocated	188,287	168,182
Other	73,323	177,646
Total Expenses	<u>5,548,136</u>	<u>6,256,942</u>
Change in Net Position	(1,144,862)	483,345
Net Position - Beginning	<u>17,781,850</u>	<u>17,298,505</u>
Net Position - Ending	<u>\$ 16,636,988</u>	<u>\$ 17,781,850</u>

Changes in Net Position: The Township's combined net position decreased by \$1,144,862 to \$16,636,988 in fiscal year 2021.

The Township's total revenues were \$4,403,274 for governmental activities. Local taxes were \$4,074,953 or 92.54% of the total. Of the local taxes, \$3,921,449 was from property taxes and \$153,504 was from corporate replacement taxes. Earnings on investments were \$17,367 or 0.39%. Miscellaneous income (e.g. charges for services and operating grants and contributions) made up the remainder balance.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

Total costs for all governmental programs totaled \$5,548,136. Of this total, \$2,633,426 was for administration, assessor and clerk, or 47.48%. \$424,616 was for mainstay youth and family services, or 7.65%. \$481,736 was for mainstreamers senior services, or 8.68%. \$524,784 was for mental health and community services, or 9.46%. \$160,347 was for general assistance home relief, or 2.89%. \$1,061,617 was for general road maintenance and permanent roads, or 19.13%. \$188,287 was for unallocated depreciation, or 3.39%. \$73,323 was for other, or 1.32%.

Financial Analysis of the Township's Funds

Account balances for both funds are positive for the year ended February 28, 2021. All Township funds are considered major. As the Township closed the year, its governmental funds reported a combined fund balance of \$10,814,227, which was a decrease of \$1,688,939 compared to the previous year.

General (Town) Fund

- Fund balance decreased by \$(1,693,357), resulting in an ending fund balance of \$6,128,158.
- The Township has \$149,368 currently on deposit within the General Fund as committed for the capital fund (future repairs and building improvements).

General Assistance Fund

- Fund balance decreased by \$572,037, resulting in an ending fund balance of \$1,462,052.

Road and Bridge Fund

- Fund balance increased by \$576,455, resulting in an ending fund balance of \$3,224,017.

Township Budgetary Highlights

The Township spent \$977,487 less than the budgeted amount. The Town Fund, General Assistance Fund and Road and Bridge Fund spent \$686,775, \$6,722 and \$283,990 less than the budgeted amount, respectively. The budget will continue to be monitored by the Supervisor, Administration and the Board of Trustees in the hope of staying fiscally responsible to the citizens of Maine Township.

Capital Assets and Debt Administration

Capital Assets – As of February 28, 2021, the Township has \$6,961,877 net capital assets including land, buildings, road and bridges, and machinery and equipment. The current year additions included buildings for \$0-, road and bridges for \$343,775, and machinery and equipment for \$156,369. The Township had \$44,500 in disposals of capital assets in the current fiscal year. More detailed information about capital assets can be found in Note 7 to the financial statements.

Debt Administration – The Township has long-term obligations of \$170,271 as of February 28, 2021, related to capital leases, compensated absences and the Illinois Municipal Retirement Fund pension. More detailed information about the Township's long-term liabilities is presented in Note 8 to the financial statements.

**MAINE TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED FEBRUARY 28, 2021**

Factors Bearing on the Township's Future

The Maine Township depends mainly on property and corporate replacement taxes. Non-tax revenues account for only a small percentage of income. The cost of running the Township and the providing of services to our clients continues to rise, while tax increases are limited to increases provided by statutes. With the taxpayers being concerned about the amount of real estate taxes they are paying, the Township must find ways to continue to help residents while holding the line on expenses.

Contacting the Township's Financial Management Team

This financial report is designed to provide a general overview of the Township's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Office of the Supervisor, Maine Township, 1700 Ballard Road, Park Ridge, IL 60068.

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BASIC FINANCIAL STATEMENTS

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MAINE TOWNSHIP
STATEMENT OF NET POSITION
FEBRUARY 28, 2021
WITH COMPARATIVE TOTALS FOR FEBRUARY 29, 2020

	Governmental Activities	
	2021	2020
ASSETS		
Cash	\$ 12,175,630	\$ 14,161,979
Receivables, Net of Allowance for Uncollectibles	3,267,997	3,611,336
Prepaid Expenses	31,801	66,875
Capital assets Not Being Depreciated		
Land	683,000	683,000
Capital Assets, Net of Accumulated Depreciation		
Buildings	730,503	802,638
Road and Bridges	4,988,072	4,941,550
Machinery and Equipment	560,302	551,235
Pensions	268,263	-
Total Assets	22,705,568	24,818,613
DEFERRED OUTFLOWS OF RESOURCES		
Pensions	822,232	1,324,632
Total Deferred Outflows of Resources	822,232	1,324,632
LIABILITIES		
Accounts Payable	117,958	125,280
Service Agency Grants Payable	440,025	436,096
Due to Cook County Treasurer	485,976	485,976
Unearned Revenues	-	15,393
Noncurrent Liabilities		
Due Within One Year	4,128	16,512
Due in More than One Year	166,143	1,315,046
Total Liabilities	1,214,230	2,394,303
DEFERRED INFLOWS OF RESOURCES		
Unavailable Revenue - Property Taxes	3,617,242	4,274,279
Pensions	2,059,340	1,692,813
Total Deferred Inflows of Resources	5,676,582	5,967,092
NET POSITION		
Net Investment in Capital Assets	6,957,749	6,957,783
Restricted		
General Assistance	1,462,052	2,034,089
Road and Bridge	3,224,017	2,647,562
Unrestricted	4,993,170	6,142,416
Total Net Position	\$ 16,636,988	\$ 17,781,850

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
STATEMENT OF ACTIVITIES
YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL TOTALS FOR THE YEAR ENDED FEBRUARY 29, 2020

FUNCTIONS/ PROGRAMS	Expenses	Program Revenues			2021		2020	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position			
					Total		Total	
					Governmental Activities			
GOVERNMENTAL ACTIVITIES								
Current								
Administration	\$ 2,195,407	\$ 61,979	\$ 5,000	\$ -	\$ (2,128,428)	\$ (2,227,776)		
Assessor	306,198	-	-	-	(306,198)	(340,232)		
Clerk	131,821	-	-	-	(131,821)	(179,391)		
Office of Emergency Management	14,368	-	-	-	(14,368)	(13,799)		
MaineStay Youth and Family Services	424,616	14,413	-	-	(410,203)	(539,101)		
Mainstreamers Senior Services	481,736	58,515	-	-	(423,221)	(447,032)		
Recovery Connections	34,308	-	-	-	(34,308)	(52,215)		
Mental Health and Community Services	524,784	-	-	-	(524,784)	(436,096)		
General Assistance Home Relief	160,347	-	126,268	-	(34,079)	(88,583)		
General Road Maintenance	396,680	-	-	-	(396,680)	(331,109)		
Permanent Road	664,937	-	-	-	(664,937)	(651,256)		
Road Social Security, Insurance and Illinois Municipal Retirement	24,647	-	-	-	(24,647)	(111,632)		
Depreciation - Unallocated*	188,287	-	-	-	(188,287)	(168,182)		
Total	\$ 5,548,136	\$ 134,907	\$ 131,268	\$ -	(5,281,961)	(5,586,404)		
GENERAL REVENUES								
Taxes								
Property Taxes, Levied for General Purposes					3,921,449	5,770,387		
Corporate Replacement Taxes					153,504	182,743		
Social Security Reimbursement					17,102	40,696		
Earnings on Investments					17,367	40,696		
Gain on Sale of Capital Assets					4,774	25,363		
Other					22,903	9,864		
Total General Revenues					4,137,099	6,069,749		
CHANGE IN NET POSITION					(1,144,862)	483,345		
NET POSITION - BEGINNING					17,781,850	17,298,505		
NET POSITION - ENDING					\$ 16,636,988	\$ 17,781,850		

* This amount excludes the depreciation that is included in the direct expenses of the various programs.

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
GOVERNMENTAL FUNDS
BALANCE SHEET
FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL TOTALS FOR FEBRUARY 29, 2020

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total	
				2021	2020
ASSETS					
Cash	\$ 6,782,983	\$ 1,949,714	\$ 3,442,933	\$ 12,175,630	\$ 14,161,979
Receivables, Net of Allowance for Prepaid Expenses	884,200 16,005	- 1,745	2,383,797 14,051	3,267,997 31,801	3,611,336 66,875
Total Assets	\$ 7,683,188	\$ 1,951,459	\$ 5,840,781	\$ 15,475,428	\$ 17,840,190
LIABILITIES					
Accounts Payable	\$ 77,260	\$ 3,431	\$ 37,267	\$ 117,958	\$ 125,280
Service Agency Grants Payable	440,025	-	-	440,025	436,096
Due to Cook County Treasurer	-	485,976	-	485,976	485,976
Unearned Revenues	-	-	-	-	15,393
Total Liabilities	517,285	489,407	37,267	1,043,959	1,062,745
DEFERRED INFLOWS OF RESOURCES					
Unavailable Revenue - Property Taxes	1,037,745	-	2,579,497	3,617,242	4,274,279
Total Deferred Inflows of Resources	1,037,745	-	2,579,497	3,617,242	4,274,279
FUND BALANCES					
Nonspendable	16,005	1,745	14,051	31,801	66,875
Restricted	-	1,460,307	3,209,966	4,670,273	4,665,582
Committed	149,368	-	-	149,368	165,928
Unassigned	5,962,785	-	-	5,962,785	7,604,781
Total Fund Balances	6,128,158	1,462,052	3,224,017	10,814,227	12,503,166
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 7,683,188	\$ 1,951,459	\$ 5,840,781	\$ 15,475,428	\$ 17,840,190

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
FEBRUARY 28, 2021

Total fund balances - governmental funds (Exhibit C)		\$ 10,814,227
<p>Amounts reported for governmental activities in the Statement of Net Position are different because:</p> <p>When capital assets that are to be used in governmental activities are purchased or constructed, the cost of those assets are reported as expenditures in governmental funds. However, the Statement of Net Position includes those capital assets among the assets of the Township as a whole.</p>		
Cost of Capital Assets		
Land	\$ 683,000	
Buildings	2,885,414	
Roads and Bridges	7,689,145	
Machinery and Equipment	<u>2,172,077</u>	
Total Cost of Capital Assets	13,429,636	
Accumulated Depreciation	<u>(6,467,759)</u>	
Net Capital Assets		6,961,877
<p>Deferred outflows of resources do not relate to current financial resources and are not included in the governmental funds balance sheet.</p>		
Pensions		822,232
<p>Deferred inflows of resources do not relate to current financial resources and are not included in the governmental funds balance sheet.</p>		
Pensions		(2,059,340)
<p>Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the governmental funds.</p>		
Capital Leases	(4,128)	
Compensated Absences	(166,143)	
Net Pension Asset	<u>268,263</u>	<u>97,992</u>
Total net position of governmental activities (Exhibit A)		<u>\$ 16,636,988</u>

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES
FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH SUMMARIZED COMPARATIVE ACTUAL TOTALS AS OF FEBRUARY 29, 2020

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total	
				2021	2020
REVENUES					
Local Sources					
Property Taxes	\$ 1,881,993	\$ -	\$ 2,039,456	\$ 3,921,449	\$ 5,770,387
Corporate Replacement Taxes	76,750	-	76,754	153,504	182,743
Earnings on Investments	10,404	2,673	4,290	17,367	40,696
MaineStay Fees	14,413	-	-	14,413	29,975
Passport Fees	23,702	-	-	23,702	70,211
Mainstreamers Senior Services	58,515	-	-	58,515	421,814
Vehicle Sticker Fees	-	-	-	-	171
Postage Fees	857	-	-	857	4,137
Transportation Fees	378	-	-	378	1,094
Yard Stickers and Rebates	11,072	-	-	11,072	13,734
Social Security Reimbursement	-	17,102	-	17,102	40,696
Energy Assistance Revenue	-	13,573	-	13,573	16,338
Food Pantry Cash Donations	112,695	-	-	112,695	67,176
Permit Fees and Code Violations	-	-	25,970	25,970	45,888
Other Income	22,488	-	415	22,903	9,864
Total Local Sources	2,213,267	33,348	2,146,885	4,393,500	6,714,924
Federal Sources					
Covid-19 Relief Fund Grant	5,000	-	-	5,000	-
Total Federal Sources	5,000	-	-	5,000	-
Total Revenues	2,218,267	33,348	2,146,885	4,398,500	6,714,924
EXPENDITURES					
Current					
Administration	1,689,441	438,245	231,604	2,359,290	2,467,109
Assessor	357,728	-	-	357,728	346,180
Clerk	163,018	-	-	163,018	191,598
Office of Emergency Management	13,155	-	-	13,155	13,799
MaineStay Youth and Family Services	510,244	-	-	510,244	596,789
Mainstreamers Senior Services	568,577	-	-	568,577	883,020
Recovery Connections	34,308	-	-	34,308	52,215
Mental Health and Community Services	524,784	-	-	524,784	436,096
General Assistance Home Relief	-	164,790	-	164,790	169,747
General Road Maintenance	-	-	357,202	357,202	331,109
Permanent Road	-	-	678,589	678,589	861,537
Road Social Security, Insurance and Illinois Municipal Retirement	-	-	147,083	147,083	135,686
Capital Outlay	50,369	2,350	191,876	244,595	386,220
Total Expenditures	3,911,624	605,385	1,606,354	6,123,363	6,871,105

(Continued)

MAINE TOWNSHIP
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES
FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH SUMMARIZED COMPARATIVE ACTUAL TOTALS AS OF FEBRUARY 29, 2020

	Town Fund	General Assistance Fund	Road and Bridge Fund	Total	
				2021	2020
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (1,693,357)	\$ (572,037)	\$ 540,531	\$ (1,724,863)	\$ (156,181)
OTHER FINANCING SOURCES					
Sale of Capital Assets	-	-	35,924	35,924	167,548
Total Other Financing Sources	-	-	35,924	35,924	167,548
NET CHANGE IN FUND BALANCES	(1,693,357)	(572,037)	576,455	(1,688,939)	11,367
FUND BALANCE - BEGINNING	7,821,515	2,034,089	2,647,562	12,503,166	12,491,799
FUND BALANCE - ENDING	\$ 6,128,158	\$ 1,462,052	\$ 3,224,017	\$ 10,814,227	\$ 12,503,166

(Continued)

The accompanying notes to the financial statements are an integral part of this statement.

MAINE TOWNSHIP
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED FEBRUARY 28, 2021

Total net change in fund balances - governmental funds (Exhibit D) \$(1,688,939)

Amounts reported for governmental activities in the Statement of Activities are different because:

When capital assets that are to be used in governmental activities are purchased, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of those assets is allocated over their useful lives and reported as depreciation expense.

Depreciation Expense	\$ (485,540)	
Capital Outlay	<u>500,144</u>	14,604

The net effect of various transactions involving sales of capital assets. (31,150)

Repayment of capital lease principal is recorded as an expenditure in governmental funds, but it reduces long-term liabilities in the statement of net position and does not affect the statement of activities. The District debt was reduced by principal payments made to capital leases. 16,512

Some amounts reported in the statement of activities do not require the use of current financial resources and therefore are not reported in the governmental funds. These amounts include the change in:

Compensated absences	(29,159)	
Pensions	<u>573,270</u>	<u>544,111</u>

Change in net position of governmental activities (Exhibit B) \$(1,144,862)

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MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Maine Township, Park Ridge, Illinois (the "Township") was incorporated in 1850. The Township operates under the Township Act (60 ILCS) and the Revenue Code (35 ILCS) of the *Illinois Compiled Statutes* (ILCS). The Township provides the following services as authorized by its charter: maintenance of roads in the unincorporated area, senior and disabled services, mental health services including individual and family counseling, general assistance, property tax related matters and general administrative services.

The financial statements of the Township have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to governmental units (hereinafter referred to as generally accepted accounting principles or GAAP). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township's accounting policies are described below.

A. Financial Reporting Entity

Accounting principles generally accepted in the United States of America require that the financial statements of the reporting entity include: (1) the primary government, (2) organizations for which the primary government is financially accountable, and (3) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statement to be misleading or incomplete. The criteria provided by the governmental accounting standards have been considered and there are no agencies or entities which should be presented with the Township. In addition, the Township is not aware of any entity that would exercise such oversight that would result in the Township being considered a component unit of the entity.

B. Basis of Presentation

The Township's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the Township as a whole. They include all funds of the reporting entity except for fiduciary funds. These statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. There are no business-type activities within the Township.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses not allocated to functions are reported separately. Interest on general long-term debt is considered such an indirect expense.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Depreciation expense is specifically identified by function and is included in the direct expenses of each function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and standard revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Government Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures. Funds are organized into three major categories: governmental, proprietary, and fiduciary (There are no proprietary or fiduciary funds within the township). In turn, each category is divided into separate fund types.

C. Measurement Focus and Basis of Accounting

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Government Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within thirty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The funds of the Township are described below:

Governmental Funds

General Fund – The general fund is the Township's primary operating fund. It accounts for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Special revenue funds of the Maine Township include the General Assistance Fund and the Road and Bridge Fund. The General Assistance Fund was established to assist in providing community services such as senior and disabled services, individual and family counseling, and other general assistance. The Road and Bridge Fund was established for the maintenance of roads in unincorporated areas.

Proprietary Fund Types (not included in governmental-wide statements)

There are no Proprietary Fund Types.

Fiduciary Funds (not included in governmental-wide statements)

There are no Fiduciary Fund Types.

Major and Nonmajor Funds

An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Township, is considered by the Township to be major, or meets the following criteria:

- 1) Total assets, liabilities, revenues, or expenditures of that individual governmental or proprietary fund are at least ten percent of the corresponding total for all funds of that category or type; and
- 2) Total assets, liabilities, revenues, or expenditures of the individual governmental or proprietary fund are at least five percent of the corresponding total for all governmental and proprietary funds combined.

The Township has classified all funds as major.

The funds classified as major are as follows:

Town Fund – The general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

General Assistance Fund – A special revenue fund used to account for the Township's general assistance program.

Road and Bridge Fund – A special revenue fund used to account for the maintenance of roads within the Township.

D. Net Position/Fund Balance Reporting

Government-Wide Reporting

For the Government-Wide Financial Statements, net positions are reported as follows:

Net Investment in Capital Assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets less any unspent debt proceeds.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Restricted Net Position – Consists of net positions with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation. The Township's restricted net position consists of \$1,462,052 in the General Assistance Fund and \$3,224,017 in the Road and Bridge Fund.

Unrestricted Net Position – Consists of all other net positions that do not meet the definition of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Township's policy to use restricted resources first, and then unrestricted resources as they are needed.

Governmental Fund Balances

Governmental fund balances are to be classified into five major classifications; Nonspendable, Restricted, Committed, Assigned and Unassigned:

Nonspendable – The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example inventories and prepaid amounts. The Township's nonspendable fund balance consists of \$16,005 in the Town Fund, \$1,745 in the General Assistance Fund, and \$14,051 in the Road and Bridge Fund, totaling \$31,801.

Restricted – Restricted fund balances are restricted when constraints are placed on their use by either (a) external creditors, grantors, contributors, or laws or regulations of other governments or (b) law through constitutional provisions or enabling legislation. The Township's restricted fund balance consists of \$1,460,307 in the General Assistance Fund, and \$3,209,966 in the Road and Bridge Fund, totaling \$4,670,273.

Committed – Committed fund balances are amounts that can only be used for specific purposes as a result of constraints of the Board of Trustees. Committed amounts cannot be used for any other purpose unless the Board of Trustees removes those constraints by taking the same type of action (e.g., legislation, resolution, ordinance). Committed fund balances differ from restricted balances because the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation. The Township's committed fund balance is \$149,368 in the Town Fund for the capital fund (future building repairs and improvements).

Assigned – Assigned fund balances are amounts that are constrained by the Township's intent to be used for specific purposes, but are neither restricted nor committed. Assignments can be made by the Supervisor or the Board of Trustees, the highest level of decision-making authority. Assignments may take place after the end of the reporting period. The Township has no assigned fund balance.

Unassigned – Unassigned fund balance is the residual classification for the Town Fund. This classification represents the Town Fund balance that has not been assigned to other funds, and that has not been restricted, committed or assigned to specific purposes within the Town Fund. The Township's unassigned fund balance is \$5,962,785 in the Town Fund.

The Township permits funds to be expended in the following order: Restricted, Committed, Assigned and Unassigned.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

E. Cash and Deposits

The Township's cash and deposits are considered to be cash on hand, savings deposit, and money market accounts.

F. Receivables

In government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends. Major receivable balances are shown on the exhibits. In fund financial statements, material receivables in governmental funds include revenue accruals that are both measurable and available.

G. Unearned Revenues

Governmental funds report unearned revenue in connection with resources or services that have been received, but not yet earned.

H. Prepaid Expenses

The Township's prepaid amount is accounted for using the consumption method. At February 28, 2021, the Town Fund consists of \$15,705 from insurance premiums, and \$32 from other, totaling \$16,005. The General Assistance Fund consists of \$1,745 and the Road and Bridge Fund consists of \$14,051, both from insurance premiums. The grand total of all prepaid expenses is \$31,801 as of February 28, 2021. These amounts are reported as non-spendable fund balances in the governmental funds.

I. Compensated Absences

The government's policy permits employees to accumulate earned but unused vacation benefits, which are eligible for payment upon separation from the government service. The liability for such leave is reported as incurred in the government-wide financial statements. A liability for those amounts is recorded in the governmental funds only if the liability has matured as a result of employee resignations or retirements. The liability for compensated absences as of February 28, 2021, is \$166,143.

J. Capital Assets

In government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets that exceed a capitalization threshold are capitalized and valued at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets that are recorded at their acquisition value at the date of donation. The Township capitalizes assets purchased or acquired with an original cost of \$5,000 or more for machinery and equipment, and \$20,000 or more for land, and buildings. Prior to March 1, 2004, infrastructure (road and bridges) assets were not capitalized. Depreciation of all exhaustible fixed assets is recorded as an allocation in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over estimated useful lives using the straight-line method of depreciation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of an asset are not capitalized.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Buildings, infrastructure (road and bridges), and machinery and equipment of the Township are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	10-40
Infrastructure (Road and Bridges)	20
Machinery and Equipment	5-10

In the fund financial statements, fixed assets are accounted for as capital outlay expenditures upon acquisition. No depreciation is recorded in the fund financial statements.

K. Long-Term Debt

The accounting treatment of long-term debt and other long-term obligations (capital leases) depends on whether they are reported in the government-wide or fund financial statements. All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt for government funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payments of principal and interest reported as expenditures.

L. Estimates

Management of the Township has made certain estimates and assumptions that affect the reported amounts of assets and liabilities and contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenditures during the period. Actual results could differ from those estimates.

M. Comparative Data

The financial statements include summarized prior-year comparative information. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended February 29, 2020, from which such summarized information is derived.

N. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Township has one item that qualifies for this category. This item is pensions reported in the government-wide statement of position. This result is from the differences between expected and actual experience, the net differences projected and actual investment earnings on plan investments, changes of assumptions, and changes in proportion and differences between contributions and proportion share of contributions.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Township has two items, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. The first is unavailable revenue; it is reported in both the government-wide statement of position and in the governmental funds balance sheet. The item for unavailable revenue is from property taxes. The second is pensions. This result is from the differences between expected and actual experience, the net differences projected and actual investment earnings on plan investments, changes of assumptions, and changes in proportion and differences between contributions and proportion share of contributions. Both of these items amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

O. Eliminations and Reclassifications

In the process of aggregating data for the government-wide financial statements, some amounts reported as interfund activity and balances were eliminated or reclassified.

P. Program Revenues

Amounts reported as program revenues include 1) Services provided and fees and 2) Grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. All taxes, including those dedicated for specific purposes, are reported as general revenues rather as program revenues.

Q. Corporate Replacement Taxes

Corporate replacement tax revenues are allocated across funds and to other governmental entities at the same rate since inception in the 1970's. At the time, allocation was based on the size of the towns and library in relation to the rest of the area.

R. Property Taxes

The Township must file its tax levy ordinance by the last Tuesday in December of each year. The 2020 levy was adopted on December 22, 2020 (partially abated on March 30, 2021), the 2019 levy was adopted on December 16, 2019 (partially abated on February 25, 2020), and the 2018 levy was adopted on December 18, 2018. The Township's property tax is levied each calendar year on all taxable real property located in the Township.

The County Assessor is responsible for the assessment of all taxable real property within Cook County (the County), except for certain railroad property which is assessed directly by the State. Reassessments occur based on market conditions. The County Clerk computes the annual tax for each parcel of real property and prepares tax books used by the County Collector as the basis for issuing tax bills to all taxpayers in the County.

Property taxes are collected by the County Collector and are submitted to the County Treasurer, who remits to the units their respective shares of the collections. Taxes levied in one year become due and payable in two installments on or about March 1 and August 1 during the following year. In the government-wide financial statements revenue is recognized based on the period that the levy is intended to finance. Based upon collection histories, the Township has provided an allowance for uncollectible real property taxes equal to 1.0% of the current extension. All property taxes receivable over one year old have been written off.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2021

NOTE 2 – CASH AND DEPOSITS

Cash and deposits are considered to be cash on hand, savings deposit, and money market accounts.

At February 28, 2021, the carrying amount of the Township's cash and deposits totaled \$12,175,630 and the bank balances totaled \$12,562,861.

Interest Rate Risk. As a means of limiting its exposure to fair value losses arising from rising interest rates, the Township's investment portfolio is limited to maturities of one year or less.

Credit Risk. Statutes authorized the Township to invest in obligations of the U.S. Treasury and U.S. Agencies' accounts and any other investments constituting direct obligations of any bank as defined by the Illinois Bank Act, certain short-term commercial paper, accounts of federally insured savings and loans, and the state treasurers' investment pool. During fiscal year ended February 28, 2021, the Township invested in money market accounts and certificates of deposits from banks, which are both not rated by nationally recognized statistical rating organizations.

Custodial Credit Risk. Custodial credit risk is the risk that in the event of a bank failure, the Township will not be able to recover the value of its deposits and investments or collateral securities. As of February 28, 2021, all of the Township's deposits are fully insured or collateralized.

NOTE 3 – RECEIVABLES

Receivable amounts are aggregated into a single accounts receivable (net of allowance for uncollectibles) line for financial statement presentation. Below is the detail of receivables for the Town Fund, the General Assistance Fund and the Road and Bridge Fund, including the applicable allowances for uncollectible accounts:

Receivables	Town	General Assistance	Road and Bridge	Total
Property Taxes	\$ 894,682	\$ -	\$ 2,409,853	\$ 3,304,535
Less: Allowance for Uncollectibles	(10,483)	-	(26,055)	(36,538)
Net Receivables	<u>\$ 884,199</u>	<u>\$ -</u>	<u>\$ 2,383,798</u>	<u>\$ 3,267,997</u>

NOTE 4 – PROPERTY TAXES

The Township's property tax is levied each year on all taxable real property located in the Township on or before the last Tuesday in December. The 2020 levy was adopted on December 22, 2020 (partially abated on March 30, 2021), the 2019 levy was adopted on December 16, 2019 (partially abated on February 25, 2020), and the 2018 levy was adopted on December 18, 2018. Property taxes attach as an enforceable lien on property as of January 1, of the Levy year, and are payable in two installments on approximately March 1 and August 1 of the year subsequent to the levy year. The Township receives significant distributions of tax receipts approximately one month after these due dates. Taxes recorded on these financial statements are from the 2020 (receivable and deferred inflows of resources), 2019 and 2018 tax levy years.

A summary of the past two years' assessed valuation, tax rates, and extensions are as follows:

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 5 – PROPERTY TAXES (CONT'D)

Tax Year	2019		2018	
Equalized Assessed Valuation	\$5,039,892,057		\$4,280,999,741	
	Rates	Extensions	Rates	Extensions
Town Fund				
Corporate	0.0324	\$ 1,663,164	0.0914	\$ 3,911,011
Total Town Fund	0.0324	1,663,164	0.0914	3,911,011
General Assistance Fund				
Corporate	-	-	-	-
Total General Assistance Fund	-	-	-	-
Road and Bridge Fund				
Corporate	0.0248	1,290,182	0.0284	1,215,803
IMRF	0.0017	83,982	0.0019	81,338
Social Security	0.0010	48,447	0.0011	47,090
Liability Insurance	0.0013	65,077	0.0014	59,933
Equipment and Building	0.0035	175,447	0.0040	171,239
Permanent Road	0.0200	1,008,008	0.0229	980,348
Total Road and Bridge Fund	0.0523	2,671,143	0.0597	2,555,751
Totals	0.0847	\$ 4,334,307	0.1511	\$ 6,466,762

The 2020 tax levy is not shown in this table because the county has not yet released the final levy edit report.

NOTE 6 – RISK MANAGEMENT

Significant losses are covered by commercial insurance purchased from independent third parties for all major programs: property, liability and workers' compensation. During the fiscal year ended February 28, 2021, there were no significant reductions in insurance coverage. Also, there have been no settlement amounts that had exceeded insurance coverage in any of the past three years.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 7 – CAPITAL ASSETS

Capital asset activity for the year ended February 28, 2021, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Capital assets, not being depreciated				
Land	\$ 683,000	\$ -	\$ -	\$ 683,000
Total capital assets, not being depreciated	683,000	-	-	683,000
Capital assets, being depreciated				
Buildings	2,885,414	-	-	2,885,414
Road and Bridges	7,345,370	343,775	-	7,689,145
Machinery and Equipment	2,060,208	156,369	44,500	2,172,077
Total capital assets, being depreciated	12,290,992	500,144	44,500	12,746,636
Accumulated depreciation				
Buildings	2,082,776	72,135	-	2,154,911
Road and Bridges	2,403,820	297,253	-	2,701,073
Machinery and Equipment	1,508,973	116,152	13,350	1,611,775
Total accumulated depreciation	5,995,569	485,540	13,350	6,467,759
Net depreciable capital assets	6,295,423	14,604	31,150	6,278,877
Net total capital assets	\$ 6,978,423	\$ 14,604	\$ 31,150	\$ 6,961,877
Depreciation was charged to function as follows:				
		<u>Amount</u>		
Governmental Activities				
Road and Bridges		\$ 297,253		
Unallocated		188,287		
Total governmental activities depreciation expense		\$ 485,540		

NOTE 8 – DEBT SERVICE REQUIREMENTS

The following is a summary of the components of long-term debt for the year ended February 28, 2021:

Governmental Activity	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Capital leases	\$ 20,640	\$ -	\$ 16,512	\$ 4,128	\$ 4,128
Compensated Absences	136,984	46,893	17,734	166,143	-
Pensions*	1,173,934	-	1,173,934	-	-
Totals	\$ 1,331,558	\$ 46,893	\$ 1,208,180	\$ 170,271	\$ 4,128

*Net Pension Asset of \$268,263.

See Note 9 for further information on Pensions. Capital Leases are liquidated by the Town Fund and General Assistance Fund. Compensated Absences and pensions are liquidated by all funds, because the Township employs people across the three funds.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2021

NOTE 8 – DEBT SERVICE REQUIREMENTS (CONT'D)

Capital Leases Payable

The Township entered into a lease agreement as lessee for financing the acquisition of a smart board and copier/printer equipment. The lease agreement qualifies as a capital lease for accounting purposes and, therefore, the assets and obligations have been recorded at the present value of the future minimum lease payments as of the inception date.

On January 1, 2019, the Township entered into a lease/purchase agreement for the purchase of one smart board and fifteen copiers/printers (equipment), totaling \$38,528, with monthly payments of \$1,376, with a zero percent interest rate. Depreciation expense for the year was \$7,706. Accumulated depreciation at February 28, 2021, was \$16,695. The remaining balance due at February 28, 2021, was \$4,128.

Annual Debt Service Requirements

As of February 28, 2021, the annual debt service requirements to service all capital leases payable are:

Year Ending February 28,	Principal	Interest
2022	\$ 4,128	\$ -
Total	<u>\$ 4,128</u>	<u>\$ -</u>

Legal Debt Margin

At February 28, 2021, the legal debt margin for the Township was limited to 5.75% of the most recent assessed valuation available, which was from the 2019 tax levy. Based on an assessed valuation of \$5,039,892,057, the debt limit was \$289,793,793. The remaining legal debt margin was \$289,789,665.

NOTE 9 – RETIREMENT FUND COMMITMENTS

A. Illinois Municipal Retirement Fund (IMRF)

IMRF Plan Description

The Township's defined benefit pension plan for regular employees provides retirement and disability benefits, post-retirement increases, and death benefits to plan members and beneficiaries. The Township's plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension fund. A summary of IMRF's pension benefits is provided in the *Benefits Provided* section below. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois.

IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

MAINE TOWNSHIP
 NOTES TO BASIC FINANCIAL STATEMENTS
 FEBRUARY 28, 2021

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Benefits Provided

IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials prior to August 8, 2011, (the ECO plan was closed to new participants after that date).

All three IMRF benefit plans have two tiers. Employees hired *before* January 1, 2011 are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired *on or after* January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- ½ of the increase in the Consumer Price Index of the original pension amount.

Employees Covered by Benefit Terms

As of December 31, 2020, the following employees were covered by the benefit terms:

Retirees and beneficiaries	49
Inactive, non-retired members	18
Active members	35
Total	102

Contributions

As set by statute, the Township's Regular Plan Members are required to contribute 4.50 percent of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Township's annual contribution rate for calendar year 2020 was 13.52 percent. For the fiscal year ended February 28, 2021, the Township contributed \$272,116 to the plan. The Township also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability

The Township's net pension liability/ (asset) was measured as of December 31, 2020, and the total pension liability used to calculate the net pension liability/(asset) was determined by an actuarial evaluation as of that date.

Actuarial Assumptions

The following are the methods and assumptions used to determine total pension liability at December 31, 2020:

- The Actuarial Cost Method used was Aggregate Entry Age Normal;
- The Asset Valuation Method used was market value of assets;
- Price Inflation was assumed to be 2.25%;
- Salary Increases were expected to be 2.85% to 13.75%;
- The Investment Rate of Return was assumed to be 7.25%;
- Retirement Age was from an experience-based table of rates that are specific to the type of eligibility condition, last updated for the 2020 valuation pursuant to an experience study of the period 2017-2019;
- For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020;
- For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020;
- For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020;
- The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Asset Class	Target Allocation	Return 12/31/2020	Projected Returns/Risk	
			One Year Arithmetic	Ten Year Geometric
Equities	37%	22.07%	6.35%	5.00%
International Equities	18%	13.52%	7.65%	6.00%
Fixed Income	28%	7.87%	1.40%	1.30%
Real Estate	9%	4.20%	7.10%	6.20%
Alternatives	7%			
Private Equity		N/A	10.35%	6.95%
Hedge Funds		N/A	N/A	N/A
Commodities		N/A	3.90%	2.85%
Cash Equivalents	1%	2.56%	0.70%	0.70%

Single Discount Rate

A Single Discount Rate of 7.25% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

1. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and
2. The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of the most recent valuation, the expected rate of return on plan investments is 7.25%; the municipal bond rate is 2.00%; and the resulting single discount rate is 7.25%.

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

Changes in the Net Pension Liability/(Asset)

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability/(Asset) (A) - (B)
Balances at December 31, 2019	\$ 13,236,223	\$ 12,062,289	\$ 1,173,934
Changes for the year:			
Service Cost	216,196	-	216,196
Interest on the Total Pension Liability	939,722	-	939,722
Differences between Expected and Actual Experience of the Total Pension Liability	(194,841)	-	(194,841)
Changes of Assumptions	(178,593)	-	(178,593)
Contributions - Employer	-	275,808	(275,808)
Contributions - Employees	-	91,800	(91,800)
Net Investment Income	-	1,756,531	(1,756,531)
Benefits Payments, including Refunds of Employee Contributions	(765,266)	(765,266)	-
Other (Net Transfer)	-	100,542	(100,542)
Net Changes	17,218	1,459,415	(1,442,197)
Balances at December 31, 2020	\$ 13,253,441	\$ 13,521,704	\$ (268,263)

Sensitivity of the Net Pension Liability/ (Asset) to Changes in the Discount Rate

The following presents the plan's net pension liability/ (asset), calculated using a Single Discount Rate of 7.25%, as well as what the plan's net pension liability/(asset) would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher:

	Current Single Discount		
	1% Decrease 6.25%	Rate Assumption 7.25%	1% Increase 8.25%
Total Pension Liability	\$ 14,813,982	\$ 13,253,441	\$ 12,019,808
Plan Fiduciary Net Position	13,521,704	13,521,704	13,521,704
Net Pension Liability/(Asset)	\$ 1,292,278	\$ (268,263)	\$ (1,501,896)

Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended February 28, 2021, the Township recognized pension revenue of \$573,270. At February 28, 2021, the Township's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 9 – RETIREMENT FUND COMMITMENTS (CONT'D)

<u>Deferred Amounts Related to Pensions</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 101,261	\$ 259,163
Changes of assumptions	117,182	173,599
Net difference between projected and actual earnings on pension plan investments	<u>564,668</u>	<u>1,626,578</u>
Total deferred amounts to be recognized in pension expense in future periods	<u>783,111</u>	<u>2,059,340</u>
Township pension contributions made subsequent to the measurement date	<u>39,121</u>	<u>-</u>
Total Deferred Amounts Related to Pensions	<u><u>\$ 822,232</u></u>	<u><u>\$ 2,059,340</u></u>

Amounts reported as net deferred outflows of resources related to pensions will be recognized in pension expense in future periods as follows:

<u>Year Ending December 31,</u>	<u>Net Deferred Outflows (Inflows) of Resources</u>
2021	\$ (365,045)
2022	(211,738)
2023	(518,854)
2024	(180,592)
2025	-
Thereafter	<u>-</u>
Total	<u><u>\$ (1,276,229)</u></u>

B. Social Security/Medicare

Employees not qualifying for coverage under the Illinois Municipal Retirement Fund are considered “nonparticipating employees”. These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under Social Security/Medicare.

NOTE 10 – COMMITTED FUND BALANCE

The Township has \$149,368 currently on deposit within the Town Fund as committed for the capital fund (future repairs and building improvements).

MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 11 – DUE TO COOK COUNTY TREASURER

The Township abated a portion of the Town Fund and 100% of the General Assistance Fund's 2019 tax levy. This resulted in an amount payable to the Cook County Treasurer in the amount of \$485,976 in the General Assistance Fund. The County has not issued the Township a bill, as the County will reduce any tax distributions to the General Assistance fund going forward until the amount due is reached.

NOTE 12 – SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the balance sheet date but before the financial statements are issued or available to be issued. There are two types of subsequent events: recognized (events that relate to conditions present at the balance sheet date) and non-recognized (events or conditions that did not exist at the balance sheet date but arose after that date).

There have been no recognized subsequent events that have occurred between February 28, 2021, and the date of this audit report requiring disclosure in the financial statements.

A non-recognized event occurred on March 30, 2021, when the Township abated a \$2,000,000 (65.61%) of the Town Fund and 206,822 (100.00%) of the General Assistance Fund's 2020 tax levy.

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REQUIRED SUPPLEMENTARY INFORMATION

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MAINE TOWNSHIP
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)
MOST RECENT CALENDAR YEARS

	2020	2019	2018
Total pension liability			
Service cost	\$ 216,196	\$ 232,814	\$ 229,828
Interest on the total pension liability	939,722	923,737	871,605
Difference between expected and actual experience of the total pension liability	(194,841)	(163,660)	328,709
Changes of assumptions	(178,593)	-	380,390
Benefit payments, including refunds of employee contributions	(765,266)	(762,931)	(621,502)
Net change in pension liability	17,218	229,960	1,189,030
Total pension liability - beginning	13,236,223	13,006,263	11,817,233
Total pension liability - ending (A)	<u>\$ 13,253,441</u>	<u>\$ 13,236,223</u>	<u>\$ 13,006,263</u>
Plan fiduciary net position			
Contributions - employer	\$ 275,808	\$ 240,026	\$ 293,725
Contributions - employees	91,800	102,324	105,184
Net investment income	1,756,531	1,935,466	(591,934)
Benefit payments, including refunds of employee contributions	(765,266)	(762,931)	(621,502)
Other (net transfer)	100,542	220,413	200,900
Net change in plan fiduciary net position	1,459,415	1,735,298	(613,627)
Plan fiduciary net position - beginning	12,062,289	10,326,991	10,940,618
Plan fiduciary net position - ending (B)	<u>\$ 13,521,704</u>	<u>\$ 12,062,289</u>	<u>\$ 10,326,991</u>
Net pension liability/(asset) - ending (A) - (B)	<u>\$ (268,263)</u>	<u>\$ 1,173,934</u>	<u>\$ 2,679,272</u>
Plan fiduciary net position as a percentage of total pension liability	102.02%	91.13%	79.40%
Covered valuation payroll	\$ 2,040,001	\$ 2,176,781	\$ 2,327,460
Net pension liability as a percentage of covered valuation payroll	-13.15%	53.93%	115.12%

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

2017	2016	2015
\$ 261,283	\$ 259,647	\$ 259,821
881,035	812,876	776,673
(268,559)	361,825	(71,135)
(397,683)	(44,964)	13,759
<u>(550,673)</u>	<u>(499,201)</u>	<u>(461,781)</u>
(74,597)	890,183	517,337
<u>11,891,830</u>	<u>11,001,647</u>	<u>10,484,310</u>
<u>\$ 11,817,233</u>	<u>\$ 11,891,830</u>	<u>\$ 11,001,647</u>
\$ 285,331	\$ 312,222	\$ 298,539
106,733	110,543	106,991
1,690,543	616,931	45,001
(550,673)	(499,201)	(461,781)
<u>(297,166)</u>	<u>96,032</u>	<u>52,325</u>
1,234,768	636,527	41,075
<u>9,705,850</u>	<u>9,069,323</u>	<u>9,028,248</u>
<u>\$ 10,940,618</u>	<u>\$ 9,705,850</u>	<u>\$ 9,069,323</u>
<u>\$ 876,615</u>	<u>\$ 2,185,980</u>	<u>\$ 1,932,324</u>
92.58%	81.62%	82.44%
\$ 2,371,831	\$ 2,456,508	\$ 2,335,989
36.96%	88.99%	82.72%

MAINE TOWNSHIP
 REQUIRED SUPPLEMENTARY INFORMATION
 MULTIYEAR SCHEDULE OF CONTRIBUTIONS
 ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)
 MOST RECENT CALENDAR YEARS

Calendar Year Ending December 31	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Deficiency/ (Excess)	Covered- Employee Payroll	Contributions as a Percentage of Covered-Employee Payroll
2020	\$ 275,808	\$ 275,808	\$ -	\$ 2,040,001	13.52%
2019	233,089	240,026	(6,937)	2,176,781	11.03%
2018	293,725	293,725	-	2,371,831	12.38%
2017	285,331	285,331	-	2,371,831	12.03%
2016	312,222	312,222	-	2,456,508	12.71%
2015	298,539	298,539	-	2,335,989	12.78%

Summary of Actuarial Methods and Assumptions Used in the Calculation of the 2020 Contribution Rate*

Valuation Date

Notes Actuarially determined contribution rates are calculated as of December 31 each year, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and Assumptions Used to Determine 2020 Contribution Rates

<i>Actuarial Cost Method</i>	Aggregate entry age normal
<i>Amortization Method</i>	Level percentage of payroll, closed
<i>Remaining Amortization Period</i>	Non-taxing bodies: 10-year rolling period. Taxing bodies: 23-year closed period
<i>Asset Valuation Method</i>	5-year smoothed market; 20% corridor
<i>Wage Growth</i>	3.25%
<i>Price Inflation</i>	2.50%
<i>Salary Increases</i>	3.35% to 14.25%, including inflation
<i>Investment Rate of Return</i>	7.25%
<i>Retirement Age</i>	Experience-based table of rates that are specific to the type of eligibility condition; last updated for the 2017 valuation pursuant to an experience study of the period 2014 to 2016.
<i>Mortality</i>	For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF-specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Other Information

Notes There were no benefit changes during the year.

* Based on Valuation Assumptions used in the December 31, 2018 actuarial valuation.

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, information is presented for those years for which information is available.

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
REVENUES				
Local Sources				
Property Taxes	\$ 3,000,000	\$ 1,881,993	\$ (1,118,007)	\$ 3,811,385
Corporate Replacement Taxes	88,810	76,750	(12,060)	91,370
Earnings on Investments	27,714	10,404	(17,310)	24,663
MaineStay Fees	29,974	14,413	(15,561)	29,975
Passport Fees	70,210	23,702	(46,508)	70,211
Mainstreamers Senior Services	414,965	58,515	(356,450)	421,814
Vehicle Sticker Fees	-	-	-	171
Postage Fees	4,316	857	(3,459)	4,137
Transportation Fees	1,094	378	(716)	1,094
Yard Stickers and Rebates	13,734	11,072	(2,662)	13,734
Food Pantry Cash Donations	67,176	112,695	45,519	67,176
Other Income	9,173	22,488	13,315	9,179
Total Local Sources	3,727,166	2,213,267	(1,513,899)	4,544,909
Federal Sources				
Covid-19 Relief Fund Grant	-	5,000	5,000	-
Total Federal Sources	-	5,000	5,000	-
Total Revenues	3,727,166	2,218,267	(1,508,899)	4,544,909
EXPENDITURES				
Administration				
Personnel				
Salaries	787,642	717,005	(70,637)	758,159
Unemployment Insurance	1	-	(1)	-
Social Security	45,899	53,155	7,256	59,783
Municipal Retirement	66,995	66,423	(572)	61,921
Health Insurance	345,410	317,843	(27,567)	335,676
Dental Insurance	19,177	8,504	(10,673)	19,178
Life Insurance	2,347	1,281	(1,066)	2,348
Tuition Reimbursement	1	-	(1)	-
Total Personnel	1,267,472	1,164,211	(103,261)	1,237,065
Contractual Services				
Bookkeeping, Accounting and Audit Services	53,108	77,364	24,256	63,109
Building Maintenance	20,963	20,722	(241)	21,963
Community Information Support	26,969	5,290	(21,679)	26,969
Conferences	633	826	193	634
Dues and Subscriptions	3,883	1,634	(2,249)	3,884
Web Site and Hosting	15,996	17,454	1,458	15,996

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Contractual Services (Continued)				
Equipment Leasing and Maintenance	\$ 20,661	\$ 14,130	\$ (6,531)	\$ 20,661
Computer Technology Support	8,285	8,910	625	8,286
Print Management	3,842	4,458	616	3,842
General Insurance	65,494	67,432	1,938	62,503
Legal Services	70,000	110,078	40,078	115,255
Travel Expense	571	31	(540)	572
Police Protection	44,400	52,600	8,200	39,600
Postage	33,971	18,168	(15,803)	33,972
Printing and Publishing	30,071	19,988	(10,083)	30,071
Special Programs	2,307	3,245	938	2,308
Staff Training	317	25	(292)	318
Telecommunications	24,119	25,838	1,719	24,119
Transportation	3,700	2,000	(1,700)	3,700
Utilities	22,505	25,922	3,417	22,506
Total Contractual Services	451,795	476,115	24,320	500,268
Commodities				
Miscellaneous	66	1,603	1,537	55
Office Supplies	12,347	8,147	(4,200)	11,955
Operating Supplies	9,637	11,910	2,273	9,638
Total Commodities	22,050	21,660	(390)	21,648
Other Expenditures				
Cleanup Project	-	6,550	6,550	6,475
Code Enforcement Expense	558	164	(394)	559
Food Pantry	20,081	18,872	(1,209)	20,082
Neighborhood Watch	3,455	-	(3,455)	3,455
Plan Commission	1	-	(1)	-
Vehicle Expense	2,826	1,869	(957)	2,827
Total Other Expenditures	26,921	27,455	534	33,398
Capital Outlay				
Building	1,924	825	(1,099)	1,924
Capital Fund	250,000	48,331	(201,669)	84,072
Total Capital Outlay	251,924	49,156	(202,768)	85,996

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
<u>Total Administration</u>	<u>\$ 2,020,162</u>	<u>\$ 1,738,597</u>	<u>\$ (281,565)</u>	<u>\$ 1,878,375</u>
Assessor				
Personnel				
Salaries	190,588	190,888	300	183,651
Social Security	14,580	13,432	(1,148)	13,497
Municipal Retirement	22,639	22,453	(186)	18,169
Health, Dental and Life Insurance	129,659	124,756	(4,903)	125,987
Total Personnel	<u>357,466</u>	<u>351,529</u>	<u>(5,937)</u>	<u>341,304</u>
Contractual Services				
Conferences	848	164	(684)	813
Cook County Assessor Tie-in	1,025	1,025	-	1,025
Dues and Subscriptions	452	178	(274)	408
Equipment Leasing and Maintenance	1	-	(1)	-
Travel Expense	1,200	203	(997)	985
Postage	400	1,389	989	521
Printing and Publishing	397	-	(397)	380
Sidwell Maps	707	320	(387)	510
Staff Training	116	111	(5)	107
Total Contractual Services	<u>5,146</u>	<u>3,390</u>	<u>(1,756)</u>	<u>4,749</u>
Commodities				
Miscellaneous	177	81	(96)	127
Office Supplies	1,500	2,728	1,228	-
Total Commodities	<u>1,677</u>	<u>2,809</u>	<u>1,132</u>	<u>127</u>
<u>Total Assessor</u>	<u>364,289</u>	<u>357,728</u>	<u>(6,561)</u>	<u>346,180</u>
Clerk's Office				
Personnel				
Salaries	101,050	95,060	(5,990)	107,985
Social Security	7,730	7,008	(722)	8,356
Municipal Retirement	13,662	12,783	(879)	12,563
Health Insurance	37,628	32,650	(4,978)	36,569
Dental Insurance	1,792	289	(1,503)	1,793
Life Insurance	227	109	(118)	227
Total Personnel	<u>162,089</u>	<u>147,899</u>	<u>(14,190)</u>	<u>167,493</u>

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Contractual Services				
Conferences	\$ 1	\$ -	\$ (1)	\$ -
Dues and Subscriptions	313	329	16	313
Print Management	2,642	2,642	-	2,642
Travel Expense	27	-	(27)	27
Honor Flight	1,000	1,000	-	1,000
Postage	12,109	3,250	(8,859)	12,870
Printing and Publishing	1,234	157	(1,077)	474
Computer Tech Support	6,240	6,240	-	6,240
Staff Training	1	-	(1)	-
<u>Total Contractual Services</u>	<u>23,567</u>	<u>13,618</u>	<u>(9,949)</u>	<u>23,566</u>
Commodities				
Miscellaneous	21	-	(21)	21
Office Supplies	518	1,501	983	518
<u>Total Commodities</u>	<u>539</u>	<u>1,501</u>	<u>962</u>	<u>539</u>
<u>Total Clerk's Office</u>	<u>186,195</u>	<u>163,018</u>	<u>(23,177)</u>	<u>191,598</u>
Office of Emergency Management				
Personnel				
Salaries	5,000	4,661	(339)	3,503
Social Security	500	356	(144)	268
Uniforms	1	176	175	-
<u>Total Personnel</u>	<u>5,501</u>	<u>5,193</u>	<u>(308)</u>	<u>3,771</u>
Contractual Services				
Conferences	1	-	(1)	-
Dues and Subscriptions	112	355	243	113
Equipment Leasing	1	-	(1)	-
Citizen Corps Program	1	-	(1)	-
Utilities	3,772	2,966	(806)	4,087
Computer Tech Support	1	-	(1)	-
Postage	1	-	(1)	-
Printing and Publishing	458	-	(458)	-
Special Programs	1	-	(1)	-
Special Events	1	-	(1)	-
Telecommunications	2,175	1,939	(236)	2,320
Staff Training	1	-	(1)	-
<u>Total Contractual Services</u>	<u>6,525</u>	<u>5,260</u>	<u>(1,265)</u>	<u>6,520</u>

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Commodities				
Miscellaneous	\$ 1	\$ -	\$ (1)	\$ -
Office Supplies	928	310	(618)	928
Operating Supplies	1	-	(1)	-
Disaster Operations Supplies	200	-	(200)	200
Total Commodities	1,130	310	(820)	1,128
Other Expenditures				
Volunteer Insurance	591	603	12	591
Vehicle Expense	1,788	1,789	1	1,789
Total Other Expenditures	2,379	2,392	13	2,380
Capital Outlay				
Building	315	1,213	898	316
Total Capital Outlay	315	1,213	898	316
Total Office of Emergency Management	15,850	14,368	(1,482)	14,115
MaineStay Youth and Family Services				
Personnel				
Salaries	329,784	295,687	(34,097)	314,047
Social Security	25,035	21,690	(3,345)	23,767
Municipal Retirement	42,248	38,933	(3,315)	36,015
Health Insurance	149,312	133,298	(16,014)	179,186
Dental Insurance	4,444	1,961	(2,483)	6,045
Life Insurance	1,144	562	(582)	1,145
Total Personnel	551,967	492,131	(59,836)	560,205
Contractual Services				
Community Education	88	6	(82)	89
Summer Youth Camp	1	-	(1)	3,591
Garage Sale	1	-	(1)	641
Conferences	537	-	(537)	538
Dues and Subscriptions	1,707	1,755	48	1,707
Print Management	2,642	2,642	-	2,642
General Insurance	1,032	959	(73)	1,032
Travel Expense	2,119	131	(1,988)	2,120
Postage	410	116	(294)	410

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Contractual Services (Continued)				
Printing and Publishing	\$ 1,586	\$ 682	\$ (904)	\$ 1,587
Special Programs	3,500	2,622	(878)	9,040
Computer Tech Support	6,240	6,240	-	6,240
Staff Training	1,899	1,177	(722)	2,188
Total Contractual Services	21,762	16,330	(5,432)	31,825
Commodities				
Manuals and Books	287	-	(287)	-
Miscellaneous	1	-	(1)	-
Office Supplies	2,430	1,783	(647)	2,430
Total Commodities	2,718	1,783	(935)	2,430
Other Expenditures				
Youth Recreation Fund	2,329	-	(2,329)	2,329
Total Other Expenditures	2,329	-	(2,329)	2,329
<u>Total MaineStay Youth and Family Services</u>	<u>578,776</u>	<u>510,244</u>	<u>(68,532)</u>	<u>596,789</u>
Mainstreamers Senior Services				
Personnel				
Salaries	288,886	288,713	(173)	275,347
Social Security	22,100	21,499	(601)	21,219
Municipal Retirement	39,057	38,756	(301)	31,445
Health Insurance	111,396	109,957	(1,439)	108,258
Dental Insurance	4,624	1,480	(3,144)	4,624
Life Insurance	859	545	(314)	859
Total Personnel	466,922	460,950	(5,972)	441,752
Contractual Services				
Conferences	257	115	(142)	258
Dues and Subscriptions	75	75	-	75
Travel Expense	100	-	(100)	101
Postage	7,426	5,850	(1,576)	7,426
Printing and Publishing	6,209	4,376	(1,833)	6,210
Special Programs	3,439	2,995	(444)	3,440
Computer Tech Support	6,240	6,240	-	6,240

(Continued)

MAINE TOWNSHIP
TOWN FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Contractual Services (Continued)				
Print Management	\$ 2,942	\$ 2,697	\$ (245)	\$ 2,942
Telecommunications	29	59	30	29
Total Contractual Services	26,717	22,407	(4,310)	26,721
Mainstreamers Program Fees	407,627	82,839	(324,788)	412,391
Commodities				
Office Supplies	2,156	2,381	225	2,156
Total Commodities	2,156	2,381	225	2,156
<u>Total Mainstreamers Senior Services</u>	903,422	568,577	(334,845)	883,020
<u>Recovery Connections</u>	50,000	34,308	(15,692)	52,215
<u>Mental Health and Community Services</u>	479,705	524,784	45,079	436,096
<u>Total Expenditures</u>	4,598,399	3,911,624	(686,775)	4,398,388
NET CHANGE IN FUND BALANCE	<u>\$ (871,233)</u>	(1,693,357)	<u>\$ (822,124)</u>	146,521
FUND BALANCE - BEGINNING		7,821,515		7,674,994
FUND BALANCE - ENDING		<u>\$ 6,128,158</u>		<u>\$ 7,821,515</u>

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021			2020
	Final Budget	Actual	Over (Under) Budget	Actual
REVENUES				
Local Sources				
Earnings on Investments	\$ 6,926	\$ 2,673	\$ (4,253)	\$ 6,926
Social Security Reimbursement	40,696	17,102	(23,594)	40,696
Energy Assistance Revenue	16,338	13,573	(2,765)	16,338
Other Income	1,007	-	(1,007)	-
Total Local Sources	<u>64,967</u>	<u>33,348</u>	<u>(31,619)</u>	<u>63,960</u>
Total Revenues	<u>64,967</u>	<u>33,348</u>	<u>(31,619)</u>	<u>63,960</u>
EXPENDITURES				
Administration				
Personnel				
Salaries	258,275	258,133	(142)	244,547
Tuition Reimbursement	1	-	(1)	-
Unemployment Insurance	1	-	(1)	-
Social Security	19,117	19,211	94	19,118
Municipal Retirement	28,430	34,651	6,221	28,430
Health Insurance	97,231	96,922	(309)	94,491
Dental Insurance	2,757	1,905	(852)	2,758
Life Insurance	859	545	(314)	859
Total Personnel	<u>406,671</u>	<u>411,367</u>	<u>4,696</u>	<u>390,203</u>
Contractual Services				
Conferences	89	-	(89)	139
Accounting Services	8,938	5,902	(3,036)	8,939
Dues and Subscriptions	1	25	24	-
Print Management	4,072	4,072	-	4,442
General Insurance	7,144	7,021	(123)	8,712
Hearing Officer	1	-	(1)	-
Legal Services	1	-	(1)	-
Travel Expense	602	-	(602)	602
Postage	2,545	1,779	(766)	2,545
Printing and Publishing	2,629	188	(2,441)	2,259
Computer Tech Support	6,240	5,720	(520)	6,240
Staff Training	270	(150)	(420)	220
Total Contractual Services	<u>32,532</u>	<u>24,557</u>	<u>(7,975)</u>	<u>34,098</u>

(Continued)

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Commodities				
Miscellaneous	\$ 1	\$ -	\$ (1)	\$ 1
Office Supplies	1,514	2,321	807	1,515
Operating Supplies	-	-	-	778
Total Commodities	1,515	2,321	806	2,294
Capital Outlay				
Computer Software Development	2,350	2,350	-	2,350
Total Capital Outlay	2,350	2,350	-	2,350
<u>Total Administration</u>	443,068	440,595	(2,473)	428,945
Home Relief				
Contractual Services				
Medical Services	422	345	(77)	423
Ambulance and Paramedic Service	1	-	(1)	-
Client Utilities	11,650	8,911	(2,739)	11,650
Dental Services	1	-	(1)	-
Emergency Assistance Program	1,295	1,125	(170)	1,200
Food	48,000	45,000	(3,000)	48,000
Funeral and Burial Services	1	-	(1)	-
Client Health Insurance	1	-	(1)	-
Prescription Drugs	1,741	631	(1,110)	1,742
Catastrophic Medical Insurance	5,100	5,100	-	5,100
Shelter and Rent	75,829	78,444	2,615	76,934
Total Contractual Services	144,041	139,556	(4,485)	145,049
Commodities				
Transport and Clothing	24,982	25,234	252	24,682
Transient	16	-	(16)	16
Total Commodities	24,998	25,234	236	24,698
<u>Total Home Relief</u>	169,039	164,790	(4,249)	169,747
<u>Total Expenditures</u>	612,107	605,385	(6,722)	598,692

(Continued)

MAINE TOWNSHIP
GENERAL ASSISTANCE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		2020	
	Final Budget	Actual	Over (Under) Budget	Actual
NET CHANGE IN FUND BALANCE	<u>\$ (547,140)</u>	\$ (572,037)	<u>\$ (24,897)</u>	\$ (534,732)
FUND BALANCE - BEGINNING		<u>2,034,089</u>		<u>2,568,821</u>
FUND BALANCE - ENDING		<u>\$ 1,462,052</u>		<u>\$ 2,034,089</u>

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
REVENUES				
Local Sources				
Property Taxes	\$ 1,902,125	\$ 2,039,456	\$ 137,331	\$ 1,959,002
Corporate Replacement Taxes	88,814	76,754	(12,060)	91,373
Earnings on Investments	3,618	4,290	672	9,107
Permit Fees and Code Violations	14,068	25,970	11,902	45,888
Other Income	55,780	415	(55,365)	685
Total Local Sources	2,064,405	2,146,885	82,480	2,106,055
Total Revenues	2,064,405	2,146,885	82,480	2,106,055
EXPENDITURES				
General Road				
Administration				
Personnel				
Salaries	66,560	66,048	(512)	46,526
Health, Dental and Life Insurance	149,200	105,478	(43,722)	134,850
Total Personnel	215,760	171,526	(44,234)	181,376
Contractual Services				
Alcohol and Drug Testing	540	445	(95)	450
Payroll Service	4,577	4,612	35	4,577
Accounting Services	2,000	-	(2,000)	1,675
Conferences	50	(90)	(140)	147
Dues and Subscriptions	550	310	(240)	560
Legal Services	6,000	10,380	4,380	5,930
Travel Expense	100	-	(100)	40.00
Postage	175	121	(54)	153
Printing and Publishing	6,500	2,084	(4,416)	6,010
Telecommunications	6,500	5,299	(1,201)	6,391
Training	400	-	(400)	54
Total Contractual Services	27,392	23,161	(4,231)	25,987
Commodities				
Office Supplies	1,500	1,385	(115)	903
Total Commodities	1,500	1,385	(115)	903

(Continued)

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Other Expenditures				
Miscellaneous Charges	\$ 300	\$ -	\$ (300)	\$ 147
Municipal Replacement Tax	39,726	35,532	(4,194)	39,722
Total Other Expenditures	40,026	35,532	(4,494)	39,869
Capital Outlay				
Office Equipment	3,000	2,637	(363)	-
Total Capital Outlay	3,000	2,637	(363)	-
<u>Total Administration</u>	<u>287,678</u>	<u>234,241</u>	<u>(53,437)</u>	<u>248,135</u>
Maintenance				
Personnel				
Salaries	130,000	94,455	(35,545)	109,297
Uniforms	3,000	2,102	(898)	2,583
Total Personnel	133,000	96,557	(36,443)	111,880
Contractual Services				
Building Maintenance	4,000	2,369	(1,631)	1,844
Equipment Lease and Maintenance	85,000	52,531	(32,469)	59,081
Utilities	9,000	11,270	2,270	7,218
Rentals	2,000	400	(1,600)	-
Tree Removal and Spraying	16,000	10,750	(5,250)	14,392
Tree Replacement Program	1,000	-	(1,000)	-
Landfill Charges	500	-	(500)	-
Street Lighting	58,000	71,642	13,642	42,443
Total Contractual Services	175,500	148,962	(26,538)	124,978
Commodities				
Gasoline and Oil	22,000	17,984	(4,016)	21,404
Operating Supplies and Material	7,000	10,418	3,418	6,131
Maintenance Equipment and Small Tools	8,000	6,173	(1,827)	7,518
Supplies (Equipment)	20,000	2,551	(17,449)	8,011
Supplies for the Road	4,000	3,845	(155)	1,664
Supplies for Snow Removal	60,000	70,712	10,712	49,523
Total Commodities	121,000	111,683	(9,317)	94,251

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
<u>Total Maintenance</u>	\$ 429,500	\$ 357,202	\$ (72,298)	\$ 331,109
<u>Total General Road</u>	717,178	591,443	(125,735)	579,244
Permanent Road				
Personnel				
Labor	300,000	273,616	(26,384)	269,628
Total Personnel	300,000	273,616	(26,384)	269,628
Contractual Services				
Maintenance (Roads)	425,000	377,025	(47,975)	546,246
Drainage	8,000	1,797	(6,203)	2,556
Engineering Services	25,000	5,671	(19,329)	17,543
Landfill Charges	10,000	5,013	(4,987)	7,480
Project Expenses	3,000	1,053	(1,947)	1,233
Total Contractual Services	471,000	390,559	(80,441)	575,058
Commodities				
Supplies for the Roads	35,000	14,414	(20,586)	16,851
Total Commodities	35,000	14,414	(20,586)	16,851
<u>Total Permanent Road</u>	806,000	678,589	(127,411)	861,537
Equipment and Building				
Capital Outlay				
Equipment	170,000	157,913	(12,087)	263,692
Building	15,000	11,978	(3,022)	13,389
Off Site Storage	22,000	19,348	(2,652)	20,477
Total Capital Outlay	207,000	189,239	(17,761)	297,558
<u>Total Equipment and Building</u>	207,000	189,239	(17,761)	297,558

(Continued)

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		Over (Under) Budget	2020
	Final Budget	Actual		Actual
Social Security				
Personnel				
Social Security	\$ 37,500	\$ 32,528	\$ (4,972)	\$ 32,952
Total Personnel	37,500	32,528	(4,972)	32,952
<u>Total Social Security</u>	37,500	32,528	(4,972)	32,952
Insurance				
Personnel				
Workmen's Compensation	19,112	19,498	386	19,251
Unemployment Insurance	535	-	(535)	-
Total Personnel	19,647	19,498	(149)	19,251
Contractual Services				
General Insurance	38,019	36,940	(1,079)	34,173
Total Contractual Services	38,019	36,940	(1,079)	34,173
<u>Total Insurance</u>	57,666	56,438	(1,228)	53,424
Illinois Municipal Retirement				
Personnel				
Early Retirement Incentive	1,000	-	(1,000)	-
Municipal Retirement	64,000	58,117	(5,883)	49,310
Total Personnel	65,000	58,117	(6,883)	49,310
<u>Total Illinois Municipal Retirement</u>	65,000	58,117	(6,883)	49,310
<u>Total Expenditures</u>	1,890,344	1,606,354	(283,990)	1,874,025
EXCESS OF REVENUES OVER EXPENDITURES	174,061	540,531	366,470	232,030
OTHER FINANCING SOURCES				
Sale of Capital Assets	-	35,924	35,924	167,548
Total Other Financing Sources	-	35,924	35,924	167,548

MAINE TOWNSHIP
ROAD AND BRIDGE FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE YEAR ENDED FEBRUARY 28, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED FEBRUARY 29, 2020

	2021		2020	
	Final Budget	Actual	Over (Under) Budget	Actual
NET CHANGE IN FUND BALANCE	<u>\$ 174,061</u>	\$ 576,455	<u>\$ 402,394</u>	\$ 399,578
FUND BALANCE - BEGINNING		<u>2,647,562</u>		<u>2,247,984</u>
FUND BALANCE - ENDING		<u>\$ 3,224,017</u>		<u>\$ 2,647,562</u>

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MAINE TOWNSHIP
NOTES TO BASIC FINANCIAL STATEMENTS
FEBRUARY 28, 2021

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

The budget for all fund types is prepared on the modified accrual basis of accounting which is the same basis that is used in financial reporting. This allows for comparability between budget and actual amounts. The original and final budget was passed on May 26, 2020.

The budget lapses at the end of each fiscal year.

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Township Supervisor, Administrator, and Road Commissioner submit to the Board of Trustees a proposed budget for the fiscal year. The budget includes proposed expenses to be paid and the means of financing them.
2. Public hearings are conducted at a public meeting to obtain taxpayer comments.
3. The budget is legally adopted through a passage of a resolution.
4. The adopted budget is forwarded to the Cook County Clerk as required by law.
5. The Board of Trustees is authorized to transfer up to 10% of the total budget between line items within any fund; however, any revisions that alter the total expenses paid of any fund must be approved by the Board of Trustees after a public meeting.
6. Formal budgetary integration is employed as a management control device during the year.
7. The Board of Trustees may amend the budget (in other ways) by the same procedures required of its original adoption.

NOTE 2 – EXPENDITURES IN EXCESS OF BUDGET

During the year ended February 28, 2021, actual expenditures disbursed did not exceed budgeted expenditures across all funds.

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Memo

To: Elected Officials

CC: Dayna Berman, Administrator

From: Victoria Rizzo, Deputy Administrator

Date: 7/27/2021

ANNUAL MAINTENANCE AGREEMENT FOR SERVICE, REPLACEMENT PARTS AND TONER FOR COPIERS AND PRINTERS

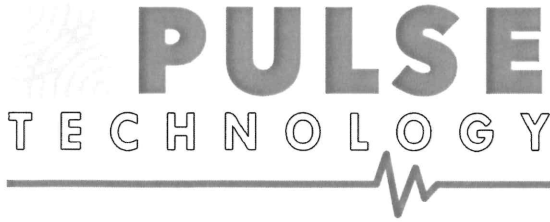
Maine Township exercised the \$1 purchase option for equipment for printers, copiers and smartboard from Pulse Technology at the end of our lease. As the township will now own this equipment, and will no longer have a lease, a maintenance agreement is required to cover the service, replacement parts and toner required to operate the devices and keep them in good working condition.

We obtained 3 quotes for this agreement, and recommend Pulse Technology for parts, labor and toner.

Attached is a proposed Annual Maintenance Agreement from Pulse Technology and the additional quotes.

The rate per month is \$650.00, with a start date of 8/1/2021 and an expiration date of 7/31/2022.

There are no volume overages and the agreement covers three (3) black and white copiers, one (1) color copier, one (1) multi-function device/fax, and eleven (11) printers.



201 Commerce Drive
 Schaumburg, IL 60173
 Tel: (847) 879-6400
 Fax (847) 879-6605

Contract No: _____

PULSE Sales Rep: Brandon Cork

Annual Maintenance Agreement

Customer Name: Maine Township Contact Person: Vicki Rizzo

Telephone Number: 847-297-2510 Fax Number: _____ E-mail Address: vrizzo@mainetown.com

Billing Address: 1700 Ballard Road Park Ridge IL 60068
Street Address/P.O. Box City State Zip

Location of Equipment: _____
(if different from Billing Address)

Manufacturer	Model #	Serial #	System ID #	Meter Reading
see page 3				

	Base Rate	Allowance	Overage Rate	Overage Freq.
B/W Images	\$650.00 per month	unlimited prints		
Color Images	included	unlimited prints		
Printer Images				
Fax Images				
Scanned Images				
Networking	Hours			

PULSE Provided Surge Protector Special Conditions parts, labor, toner

Terms of Agreement: 12 months

Start Date: 08/01/2021 Expiration Date: 07/31/2022 Start Meter Reading: _____

Toners included in contract Toner Needed Expiration Meter Reading: _____

Customer Acceptance

 Customer Signature Printed Name/Title _____ Date

PULSE Acceptance

 Accepted by PULSE Service Director _____ Date

ANNUAL IMAGE FLEX AGREEMENT

This **Managed Print Services Agreement** (the "Agreement"), is by and between Pulse Technology ("PULSE"), an Illinois corporation, and Maine Township ("Customer") on ____/____/____.

1. The Agreement charges are payable upfront at acceptance of contract. PULSE has no obligation to provide any of the services described herein unless the customer is current in all payments to be made to PULSE under this Agreement.
2. During the term of the Agreement, PULSE will provide labor services. All labor is covered while performing service calls unless the equipment has been damaged by external causes, such as accident, misuse, neglect, theft, vandalism, lighting, electrical power failure, fire, water, or other casualty. Repair and/or replacement parts necessary to the operation of the equipment will be provided, with the exception of receiving trays, cassettes, doors, operation panels, covers, paper and staples. Toner will be provided as needed. Customer agrees to pay all toner and maintenance kit freight charges and taxes.
3. The Base Rate is the fee charged under the terms of this Agreement. The customer agrees to pay a total sum equal to the Base Rate for the term of the agreement. Overages will be billed monthly, quarterly or annually.
4. The customer may not cancel this Agreement. In the event of default by Customer, PULSE may accelerate the payments due under the terms of this Agreement and/or exercise any other rights granted by law. This Agreement is non-refundable or transferable.
5. All toner cartridge and supplies provided under this Agreement shall at all times remain the property of PULSE. Customer may use the toner cartridges pursuant to the terms of this Agreement, but Customer shall not have any ownership rights in or to the toner cartridges or supplies. In the event this Agreement is terminated, Customer shall make available all toner cartridges for pick-up by PULSE within five (5) business days after the date this Agreement is terminated. Customer shall not be charged for any toner cartridges in use upon the expiration of this Agreement. Any toner cartridges not returned shall be billed by PULSE to Customer at the current cartridge or supplies retail purchase price. Toner quantities included in this contract are based upon equipment actual usage and the Manufacturer stated toner yield per cartridge. Additional toners are available for purchase as needed.
6. Customer shall notify PULSE promptly upon installing any additional equipment at Customer's Site(s) capable of using any toners/parts/kits supplied by PULSE. If the Additional Equipment is of the same model as any of the Equipment serviced by PULSE under this Agreement then, upon installation, such Additional Equipment shall automatically be covered by and considered Equipment under the terms of this Agreement. Any other Additional Equipment will be listed as an addition to the Agreement on the effective date such Additional Equipment was first delivered to Customer's Site(s). Billings or surcharges for Additional Equipment will be reflected in the billing cycle immediately following the billing cycle in which the Additional Equipment was added.
7. All service will be performed during normal business hours. If emergency service is requested, additional charges will be incurred. If service is performed at other times at the customer's request, the Customer will be charged PULSE after hours current billing rate for service.
8. Accurate usage billing under this Agreement is based upon PULSE obtaining accurate monthly usage readings through our efficient and electronic usage collection, Fleetview Remote Monitoring System or other software. Access to install this software on your network must be granted. Customer agrees that usage may be accessed and reported in this manner.
9. This Agreement shall not apply to service or repairs made necessary by, or to repairs made necessary as a result of moving the equipment or service by personnel other than PULSE personnel or repeated use of supplies other than those meeting published specifications for the equipment. Separate charges for repair or replacement due to the foregoing shall be paid by the Customer at PULSE current billing rate for parts and labor.
10. The term of this Agreement is one (1) year. For base rate contracts with a prepaid annual volume, contract will expire when volume is reached prior to annual expiration date. Overages will be billed at stated overage rate. Upon expiration of the annual term, this Agreement will automatically renew for successive one (1) year terms unless the Customer provides written notice of non-renewal at least thirty (30) days before the end of term. PULSE will provide a renewal thirty (30) days prior to expiration date and an invoice will be automatically sent. PULSE reserves the right to deny renewal. Payment of this agreement constitutes full acceptance of the terms stated herein.
11. If any part of a payment is not paid when due the Customer agrees to pay a late charge of 2% per month on the unpaid balance. The Customer also agrees to pay \$50.00 for each check returned for insufficient funds and administrative fees of \$7.00 for billings other than those paid annually.
12. PULSE shall not be liable for any incidental or consequential damage from any cause whatsoever. Neither shall PULSE be liable for any loss or damage as a result of delay or failure to furnish service or failure of the equipment to operate properly.
13. This Agreement shall be governed by Illinois law in Cook County. If this agreement is placed in collections for any reason, customer shall be liable for all costs of collection and attorney's fees.
14. This Agreement does not cover any computer or network related problems. If the customer requests any work on said items, normal network charges will be incurred. If the customer calls PULSE for correction of a problem related to the customer's computer network, the Customer will be charged PULSE current effective billing rate for this service.
15. This Agreement constitutes the whole Agreement between PULSE and the Customer and may only be amended by the Service Director at PULSE.



Addendum to "Contract" on the Annual Maintenance Agreement

Paragraph 4, page 2.

The customer may cancel the agreement in the case Pulse Technology does not provide adequate service relating to fixing the printer(s) in a timely matter, not extending past 14 days. Pulse Technology will do everything within their power to keep existing equipment running but are not responsible for environmental issues or natural disasters. The parties acknowledge that, from time to time, there may be some individual cases where a printer cannot be repaired due to extensive wear and tear on equipment.

By signing this page, you represent to us that you have received and read through this Addendum. This agreement is binding upon your acceptance hereof.

Maine Township

CUSTOMER	SIGNATURE	PRINT NAME & TITLE	DATE
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Pulse Technology

OWNER	SIGNATURE	PRINT NAME & TITLE	DATE
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*Warehouse Direct Document Management Division
Maintenance and Supply Copier Proposal Summary
For: Maine Township-REVISED 06/15/2021
June 2021-Bob Nicolin-224-523-3612*

Machines Being Covered:

- (11) Kyocera P3050dn B/W Laser Printers**
- (3) Copystar/Kyocera CS 4002i B/W MFP Machines**
- (1) Copystar/Kyocera CS 5052ci Color MFP**
- (1) Kyocera FS-1135 B/W Desktop MFP**

Maintenance and Supply Contract Option I:

Warehouse Direct Deposit Based Contract Program: Unlimited B/W and Color Copies for a 12 month period, one year: Contract Value is based on 6,286 color copies each month, and 17,010 Black/White copies each month. The contract includes everything but paper and staples.

Contract Total for ONE YEAR: \$7,371.00. Again, there are NO limits on copies under this contract.

Maintenance and Supply Contract Option II:

Warehouse Direct Traditional Standard Maintenance and Supply Contract Program: Under this contract there will be a monthly base charge of \$497.00; The base charge includes 6,286 color copies each month, and 17,010 black/white copies each month. The contract INCLUDES all maintenance and supplies, except for paper and staples.

There are overage charges associated with this contract if the monthly allowance of color or black/white are exceeded. The color overage that would apply would be .0595, and the black/white overage would be .0092, under a penny a copy for black/white.

**Warehouse Direct, Inc.
2001 S. Mt. Prospect Road
Des Plaines, IL 60018
Bob Nicolin-224-523-3612**

Page 2

Maine Township

Maintenance and Supply Copier Proposal Summary

June 2021

Maintenance and Supply Contract Option III:

Warehouse Direct Cost Per Copy/Print Maintenance/Supply Contract; This contract is also known as a pay per copy/print contract. There are NO copies included each month, the monthly charge for each color copy/print made will be .0595, and for black/white, .0092. The charges are monthly, and again, are based on actual customer usage. The contract includes all maintenance and supplies, everything but paper and staples.

Proposal Notes:

Warehouse Direct will need to send out a service technician to go over all units going under contract, there is NO charge for this service.

All contract options listed in this summary include maintenance and supplies, the only supply items not covered would be paper and staples.

All covered machines will be eligible to have FM Audit installed; This software will automatically order toner for all covered machines under contract, there is NO charge for this service.

Contract Terms will be ONE YEAR, 12 months.

Warehouse Direct has a two (2) hour response time for machines being completely down, and four (4) hours in a non-emergency situation.

The Contract provides LOANER units AT NO charge, if needed.



The Choice for Business

MAINE TOWNSHIP Proposed Kyocera copier/printer Fleet Service Plan

Choice Office Equipment submits this proposal to service, supply, and support the 16 Kyocera units owned by Maine Township

- Only genuine Kyocera parts and supplies will be used to ensure the highest quality And reliability.
- Choice Office Equipment guarantees a 4 hour or less response time to service calls. Currently we are averaging just over 2 hours.
- In the unlikely event that a device is “down for more than 8 business hours, we will Provide a free loaner or equal or greater capabilities free of charge.
- Choice Office Equipment uses KFS (Kyocera Fleet Services) to gather meter Readings as well as update firmware, reset machine failures, etc. It is a very Valuable tool that we use to ensure your complete satisfaction with the Kyocera Equipment.
- The service/supply plan will include all parts, all labor, drums, roller, blades, boards, cleanings, maintenance kits, as well as all the toners needed. Excluded items: Paper, staples, I.T. work

Choice Office Equipment will be your provider at a rate of \$500 per month, based On a 12 month term. Copiers, printers, and mailing equipment is all we do. We are Laser focused on the office equipment servicing and support. Based on your Equipment, you should enjoy many more years of useful life. We would like to be Your servicing vendor.

Choice Office Equipment and Supplies

695 Executive Drive – Willowbrook, Illinois 60527

Phone: (630) 390-7020

Fax: (630) 390-7021



INTEROFFICE MEMO

TO: ELECTED OFFICIALS

FROM: DAYNA BERMAN

SUBJECT: PUBLIC RELATIONS & MARKETING CONSULTANT PROPOSAL

DATE: JULY 27, 2021

Please find attached a draft of the Public Relations & Marketing Consultant Proposal. Trustee Horvath and I met to discuss the importance of having a Consultant be a part of the township team and what some of those duties would entail. This document is meant to open dialogue for further discussion.



TOWNSHIP OF MAINE

SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS FOR PUBLIC RELATIONS & MARKING CONSULTANT

The Township of Maine is soliciting Proposals to provide

PUBLIC RELATIONS & MARKETING CONSULTANT

for a contract period beginning on September 1, 2021 and ending August 31, 2022

TOWNSHIP OF MAINE PUBLIC RELATIONS & MARKING CONSULTANT

Township History:

Maine Township is in Cook County. Maine Township contains portions of Des Plaines, Park Ridge, Niles, Glenview, Morton Grove, and Rosemont. Founded in 1850, Maine Township is the oldest unit of local government in the area. Maine Township's mission is to improve the quality of life for its residents by providing services, general assistance, information, and programs in a fiscally responsible manner. During its existence, it has seen its surroundings grow from a predominantly rural farming community to a major metropolitan area with some 135,000 residents.

MINIMUM QUALIFICATIONS AND EXPERIENCE

The Scope of Work is designed to encourage aggressive, proactive media outreach to increase visibility for the Town, its events, activities, amenities and promotions. It will include but not be limited to the following:

1. Consult with Township representatives on an as needed basis as required.
2. Execute targeted public information in the forms of featured articles and related publicity for Township events, promotions and important community information.
3. Write, format (with photos) and distribute press releases for print, online, broadcast media including but not limited to after events take place to recap overall participants and feedback from the public.
4. Coordinate Press & Press relations with all departments and arrange media interviews.

5. Plan press conferences to cover news worth reaching a larger audience.
6. Interact with department heads and others to promote Township media coverage event
7. Attend, as needed, Township Board Meetings and other meetings as determined with consultation from the Supervisor and Administrator.
8. Implement and manage Township Social Media accounts, i.e., Facebook, Twitter, Instagram, etc. if requested by the township Supervisor and Administrator
9. Utilize of social media to generate publicity and improve the town's overall social media presence if requested by the township Supervisor and Administrator
10. Create graphics to promote upcoming events, services, resources or communications.
11. Assist staff with communications talking points as needed.
12. Be available for other public information as assignments as requested.

Submission:

Each proposal must contain:

- Name, qualifications and experience of principal who will oversee the relationship.
- Name and qualifications of any other individual who may assist the principal in # above.
- Statement of Availability to perform work assigned as needed.
- Copy of W-9
- Copies of other required disclosure information.
- Rate Structure.
- Portfolio of graphics, communications, videos, etc if available

The Township reserves the right to:

- Refuse any proposal which does not substantially comply with the requirements
- Reject any proposal with or without cause and without explaining the rejection
- Cancel the proposal process
- Negotiate a contract with any, all, or none of the respondents

Proposals can be emailed to dberman@mainetown.com or accepted in person at our Clerk's Office, 1700 Ballard Road, Park Ridge, Il 60068. Deadline date is August ...

Social Media Policy

Statement of Purpose

The Township Officials of Illinois (the “Association”) currently utilizes Facebook as a social media platform and may utilize other Social Media Accounts in the future. Using this technology, the Association has additional avenues by which to share news releases, inform the public about initiatives and highlight events and positive media coverage. Additionally, social media provides the ability to share other information that supports the goals and mission of the Association. Social media also provides a two-way means by which the Association may interact with residents, visitors, media, local business owners and people who work in township government.

Guidelines and Expectations

“Association” shall mean the Township Officials of Illinois.

“Social Media Account” shall mean any of the Association’s online accounts or services that allow for interaction with Association members and other stakeholders, including, but not limited to, Twitter, Facebook, and Instagram when used but shall not electronic mail (email) or the Association’s website.

A. LIMITED USE

- B. The Association does not make its Social Media Accounts available for general public discourse, but rather reserves and limits the topics that may be discussed on the Social Media Accounts.

C. CONTENT RESTRICTIONS

The Association reserves the right to reject or remove, if possible, any content that is deemed in violation of this policy or any applicable law. Content and comments appearing on or posted to the Association’s Social Media Accounts that contain any of the following forms of content are prohibited and shall be subject to removal in the sole discretion of the Association:

1. Comments unrelated to the purpose and topical scope of the page.
2. Defamatory, threatening, or profane language.
3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation.
4. Sexual content or links to sexual content.
5. Solicitations of commerce.
6. Personally identifiable information, such as an address, phone number, social security number, or other sensitive information.
7. Information which may interfere with or compromise current investigations, police tactics, and the safety or security of public safety staff and/or the public or public systems.

8. Promotion or advertisement in favor of, or in opposition to a political campaign, ballot measure or candidate.
9. Conduct or encouragement of illegal activity.
10. Distribution of copyrighted photographs, music, video, graphics, or other content without the express permission of the copyright holder.

D. CONTENT REMOVAL

Content that is deemed prohibited for posting by the administrators of the Association's Social Media Accounts, pursuant to the criteria contained in Section B above, shall be retained by staff in the form of a screen capture along with a description of the reason the specific content was deemed prohibited. The comment will then be removed, as technology allows, from the Association's Social Media Account(s).

E. NOTICE

Users of and visitors to the Association's Social Media Accounts are hereby notified that the intended purpose of the Social Media Account is to serve as a mechanism for communication of the Association's news, services, and events. By posting or commenting, users agree to the terms of use outlined in this policy, which will be posted to the Association's website and, where possible, linked to in the Association's profile for each Social Media Account.

F. TIME OF USE

The Association's Social Media Account(s) are not constantly monitored, and as such, posts and responses should not be immediately expected. Social Media Accounts are commonly monitored during normal business hours of the Association, designated as weekdays from 8 a.m. to 4:30 p.m., excluding holidays, but such monitoring is subject to change without notice and at the sole discretion of the Association.



Memo

To: Maine Township Board

From: Richard Lyon

Potential Funding Hearing Dates

After checking with township administrator, agency and program coordinator, all department heads, and eliminating any potential holiday or scheduling conflicts, the following dates work for staff to participate in this year's funding hearings:

- Tuesday, September 21, 2021
- Wednesday, September 22, 2021
- Wednesday, September 29, 2021
- Thursday, September 30, 2021
- Tuesday, October 5, 2021
- Wednesday, October 6, 2021
- Tuesday, October 19, 2021
- Wednesday, October 20, 2021
- Thursday, October 21, 2021
- Thursday, October 28, 2021
- Tuesday, November 2, 2021
- Tuesday, November 9, 2021

Hopefully this will facilitate the selection of three funding hearing dates during the July 27 board meeting. Funding hearings typically start at 6:30 pm and last until 9 pm, but we usually need at least one meeting to start at 6 pm in order to allow enough time for all agencies to present over the course of the three meetings.

MEMO

July 22, 2021

To: Elected Officials

From: Mike Samaan, Director of Maintenance

Re: Kitchen Estimate

Please find attached the kitchen proposal for the kitchen, which is downstairs in the community room from John Coad Carpentry Inc. The estimate is to replace the existing cabinets, countertop, exhaust hood, sink, and faucet, as well as installing a backsplash.

I received a total of three estimates for this project. I am recommending the Township go with John Coad Carpentry Inc. who is referred from Menards. The estimate is \$15,300 and would come out of Capital Fund.

Proposal

JOHN COAD CARPENTRY
1835 W GOLF RD.
MT PROSPECT, IL 60056

PROPOSAL SUBMITTED TO	MAINE TWP ADMIN OFFICE	JOB NAME		JOB #	7/18/2021
ADDRESS	1700 BALLARD RD. PK. RIDGE, IL 60068	JOB LOCATION	SAME	DATE	
PHONE #	847-297-2510	FAX #	MIKE SAMMAN	ARCHITECT	

We hereby submit specifications and estimates for: CABINET REPLACEMENT IN LOWER LEVEL KITCHEN WITH COUNTER TOP - SINK - FAUCET - EXH. HOOD

DEMO OF EXISTING CABINETS - COUNTERTOP - SINK - EXH. HOOD. REMOVE FROM SITE.

INSTALL CARDELL CORNERSTONE COLLECTION LAKESRIDGE MAPLE FULL OVERLAY PEBBLE GREY COLOR PER LAYOUT

INSTALL COUNTER TOP - DBL SINK - FAUCET - EXHAUST HOOD CABINET KNOBS + TOE KICK

INSTALL TILE BACKSPLASH ON SINK WALL 20"

CLEAN UP

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of: \$ 15,300 Dollars

with payments to be made as follows: 1/2 DEPOSIT TO ORDER CABINETS 1/2 UPON COMPLETION

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Note - this proposal may be withdrawn by us if not accepted within 30 day

Acceptance of Proposal

above prices, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature

Acceptance Signature



Customer Summary

June 7, 2021 2:00 PM

Job : Countertop

Lead ID #F17273479

Customer Name: Mike Samaan

Design Consultant Name: Don Soller

don_soller@homedepot.com

Item Description	Type
COUNTERTOP/BACKSPLASH - GROUP 1	SURFACE - HDI Solid Surface-Ripe Cotton
EASED	EDGES - HDI Solid Surface
UM DOUBLE BOWL 50/50 33 INCHES	SINKS
FC-7636 GOOSE NECK PULLOUT FAUCET BN	FAUCETS

Additional Labour	Type
DISCONNECT PLUMBING FOR COUNTERTOPS (INCLUDING SINK, FAUCET,STRAINER, DISHWASHER, GARBAGE DISPOSAL, INSTA HOT, WATER FILTER, ICEMAKER, RANGE AND COOKTOP)	ADDITIONAL LABOR
BASIC PLUMBING RECONNECT FOR CTOPS OF EXISTING SINK, FAUCET,DISHWASHER HOOKUP AND GARBAGE DISPOSAL (CUSTOMER PROVIDES FIXTURE, ELEC PG TL - INSTALLER PROVIDES SUPPLY LINES, PTRAPMFR WARRANTY ON NEW FIXTURES - NO WARRANTY ON USED FIXTURES)	ADDITIONAL LABOR
UNDERMOUNT FINISHED SS SINK CUT-OUT (Solid Surface Only)	ADDITIONAL LABOR
Countertop/Splash/Backwall Removal (Laminate)	ADDITIONAL LABOR - HDI Solid Surface

Project Total \$5915.70

Job Conditions:

Customer Will Use Current Sink?:No
Customer Will Provide New Sink?:No
Customer Will Use Current Faucet?:No
Customer Will Provide New Faucet?:No

Notes/Comments:



Customer Summary

June 7, 2021 1:55 PM

Job : Cabinet Makeover

Lead ID #F17273479

Customer Name: Mike Samaan

Design Consultant Name: Don Soller

don_soller@homedepot.com

Item Description	Type
HDI DR-LAM-PFL 1PC-STD-PACES-NAT	SQUARE PANEL, WHITE
HDI DR-HD-STNRD PULL-NAT	SATIN NICKEL, NEWTON 3 INCH
HDI DRAWERS-DRAWER FRONT DESIGN-NAT	SLAB
HDI CAB-CAB-WALL CABINET-NAT	WALL CABINETS UP TO 14 INCH DEEP & GREATER THAN 18 INCH IN HEIGHT, SINGLE DOOR (OR FRIDGE TOPPER)
HDI CAB-CAB-WALL CABINET-NAT	WALL CABINETS UP TO 14 INCH DEEP & UP TO 18 INCH IN HEIGHT, SINGLE DOOR (OR FRIDGE TOPPER)
HDI ACCESSORIES-ACCESSORIES-NAT	CORNER LAZY SUSAN, WOOD 2-SHELF KIDNEY-LD/4BW/472
HDI CAB-CAB-WALL CABINET-NAT	WALL CABINETS UP TO 14 INCH DEEP & GREATER THAN 18 INCH IN HEIGHT, SINGLE DOOR (OR FRIDGE TOPPER)

Project Total \$14019.15

Job Condition:

Reface EXTERIOR surfaces of cabinets only; Inside edges or interior surfaces will NOT be laminated or painted. Install new doors, drawer boxes, drawer fronts, hinges, slides and hardware

1. The first self hold tilt tray is complimentary if sink base allows
2. If no new sink base cabinet was purchased, then new plywood will be placed on the bottom of the existing sink base cabinet
3. Laminate Flush Outs Included with Laminate Door Installation



7216 W. Foster Ave; Chicago, IL 60656

Ph. 847.809.3355, GC: TGC037745

www.4EverRemodeling.com

Customer Name:

Mike Samaan
Maine Township
1700 Ballard Rd.
Park Ridge, IL 60068
773-405-8913
msamaan@mainetown.com

Date

07/15/21

VISIT US



PROPOSAL/CONTRACT

Welcome to stress free and quality first remodeling. We offer our clients highest quality materials, master craftsmen on projects, detailed project management, in home design service, on time and budget project completion with remarkable outcomes. Over the years we have been demonstrating philosophy focused on customer satisfaction and excellent service. Our creative, and highly motivated team brings expertise in every area of design and remodeling process; allowing us to deliver solutions that meets customer expectations. Over the years, we have successfully completed hundreds of projects that included: **Whole House Remodeling, Kitchen Remodeling, Basement Remodeling, Bathroom Remodeling, Home Additions and Exterior Remodeling.**

4Ever Remodeling, LLC. (the "Contractor or 4R") hereby agrees to perform the work and supply all material as specified below. All such work shall be in substantial conformance with the following specifications with no material deviation unless agreed between 4Ever Remodeling, LLC. and the customer in writing. Contractor is not responsible for products or materials furnished by the owner that are damaged prior to opening or receiving. Where the manufacturer's recommended details are used, the manufacturer shall be responsible for the performance of their products.

Workmanship - All work shall be completed by skilled tradesman. Insurance - All insurance shall be current and up to date. Schedule – Work shall be done in a timely and professional manner. Codes – Scope of work shall comply with all applicable building codes.

<u>Kitchen Remodeling</u>
Design: <ul style="list-style-type: none">- Interior design service with 3D visualization.
Design: <ul style="list-style-type: none">- Architect drawing for permit process with 2 customer revisions.
Site prep.: <ul style="list-style-type: none">- Cover working area by plastic and tarps as necessary.- Disconnect plumbing and electrical as necessary.- Provide dumpster for remodeling project debris.
Demolition: <ul style="list-style-type: none">- Remove from the kitchen: appliances, countertop, cabinets and sink as necessary.- Disposal all job-related debris.
Plumbing: <ul style="list-style-type: none">- Keep sink in the same spot.- Install new kitchen sink and faucet.- Connect all new appliances.
Drywall: <ul style="list-style-type: none">- Supply and install drywall as necessary for walls and ceiling.- Patch, sand and prime new drywall.
Carpentry: <ul style="list-style-type: none">- Install new kitchen top and bottom J&K Cabinetry for kitchen per new design.- Install necessary fillers and moldings per design.- Install cabinet hardware.
Tile: <ul style="list-style-type: none">- Install new subway tile backsplash for kitchen countertop.- Grout tile.
Painting:

<ul style="list-style-type: none"> - Supply and paint walls in the kitchen. - Customer to select colors. 	
Finishes: <ul style="list-style-type: none"> - Final touch ups, accessories installation and clean up. 	
Total price below includes proposed allowances	
Custom J&K kitchen cabinets	\$15,000
Quartz countertop (manufacturing and installation)	\$6,250
Cabinet hardware	\$500
Kitchen faucet and sink bowl	\$500
Backsplash tile and grout	\$500
Appliances	Existing
<u>PRICING AND PAYMENT SCHEDULE</u>	
Project price for all labor, building materials and allowances is:	-\$54,735.88
Payment schedule:	
\$6,000 - due customer approves the contract.	
\$22,750 – due allowances order.	
\$12,000 - due the day we start the project.	
\$12,000 – due completion of cabinet installation.	
\$1,985.88 - due completion of the project and final inspections.	

GENERAL CONSTRUCTION TERMS

1. All labor and materials are included in the total labor price above (except when noted, allowances or if customer supplies materials).
2. If a chosen color requires more than two coats of paint, then there will be an additional charge. Estimate above includes allowance \$30 per each gallon.
3. Customer is responsible to provide 4Ever Remodeling, its employees, or subcontractors engaged in work hereunder daily access to jobsite. Failure to do so may result in missed work and delays on project as well as additional chargers for rescheduling.
4. 4Ever Remodeling is not responsible for costs of utilities due to: change in location, city, or customer request.
5. 4Ever Remodeling will use any and all utilities needed to complete project at Customer's expense.
6. 4Ever Remodeling is not responsible for any mold or asbestos removal.
7. 4Ever Remodeling may, if needed engage subcontractors to perform work hereunder.
8. All subcontractors working for 4Ever Remodeling on projects to carry full insurance and 4Ever Remodeling keeps certificates for record.
9. All changes or additional work could increase price and must be approved by Customer and 4Ever Remodeling in writing and signed by customer.
10. All additional work requested by customer must be approved by 4Ever Remodeling before project starting date unless otherwise stated as the schedule will be affected.
11. 4Ever Remodeling provides white standard switches and outlets for all projects, unless otherwise stated.
12. 4Ever Remodeling is not responsible for structure, plumbing (low water pressure and low draining water volume), electrical, HVAC, etc. as well as code violations in the existing home, unless otherwise stated.
13. Relocation of any plumbing, electrical, hvac for the walls or soffits will be priced out upon discovery.
14. 4Ever Remodeling is not responsible for damage to furniture, clothes, or any other personal belongings not moved prior to project start date.
15. 4Ever Remodeling will try to make new flooring flush with the old flooring. If there are differences in floor heights, a threshold will be used to make the transition.
16. Allowances in the contract are estimates and are based on standard items and fixtures. It is up to the Customer whether or not to go above or below proposed allowances. Delivery of allowances or customer supply items are not included it total price below.
17. Interior Remodeling can be messy. We will cover around the working area of your house with plastics, paper and drop cloths, however dust still tends to sneak through to the other parts of the house. We suggest that you plan cleaning or hiring a cleaning service at the end of the project.
18. Communication is very important to everyone at 4Ever Remodeling. If you have any questions or concerns, please call/email/text your project manager or contact our office.
19. At the end of the project, Customer will be required to confirm that project is completed either by signing off on a completion list or notifying Contractor's office staff or foreman.
20. Any completion dates (verbal or written) given to homeowners are subject to change due the delays from bad weather, city inspections, custom order products, manufactures defector work added on change work order.

21. Any delays in completion of project due to product defect or back/custom order will be covered under the warranty described below and Customer will not hold final payment. If this happens, Customer can hold the labor costs to install back ordered or damaged product.
22. In the event Customer shall fail to make any periodic or installment payment(s) due hereunder, Contractor may cease work without breach of this agreement.
23. Contractor is responsible for work agreed in this contract only. Any additional work required by Customer, his agent, any village or state inspector, or any other person permitted legally inspect the work will be for an additional charge via written and signed change order.
24. Termination by Customer without cause. You the Customer/Owner may terminate this agreement at any time prior to midnight of the third business day after the date of this transaction. Payments provided to 4Ever Remodeling will not be refundable, if the customer terminates the contract after the third business day of contract approval.
25. Owner Acknowledgment. Owner acknowledges receipt of the Illinois Attorney General's "Home Repair: Know Your Consumer Rights" pamphlet from the Contractor.
26. No scope of work removal can be made by customer, after the contract approval.
27. 4Ever Remodeling and its designers reserve the right to take photos or videos prior the starting date and upon completion and use it for website gallery or any marketing.
28. Price is valid for 14 days, price in the proposal above may be revised after due date.
29. Project includes three-year labor warranty and will be effective only after final payment is made.
30. By signing this agreement customer accepts all labor warranty terms that are attached in contract below.
31. 4Ever Remodeling reserve the right to revise the proposal price, if customer, village or city postponed/delay the project starting date for more than 90 days from the day of proposal approval, unless otherwise stated in scope of work above.
32. Job site requirements. Due to the OSHA and EPA guide, contractor's insurance policy specifies, and safety reasons that homeowner/investor is not allowed to enter work zone during work hours without scheduling proper supervision from: project manager, project foreman or any other 4Ever Remodeling representative. The exception is during or for any emergency related to the work. If homeowners/investor will not follow the rule/guidelines, 4Ever Remodeling will stop the work remove workers or subcontractors from the job site and provide price for rescheduling the project.
33. Payments shall be due and payable as outlined in the payment schedule above. If Customer pays via credit card, a 3.5% processing fee will be added to each payment.
34. Payment is due within three (3) days of invoicing or when the partial payment is due. Interest of 5.0% will be charged on all unpaid invoices after the due date of each invoice. Payment shall be made to the Contractor. 4Ever Remodeling reserves the right to stop the work after due date.
35. Customer agrees to pay all costs of collection, including reasonable attorney's fees incurred by Contractor in enforcing this contract.
36. Customer agrees that the above price, specifications and conditions are satisfactory and are hereby accepted. 4Ever Remodeling, LLC. is authorized to perform the work as specified above and Customer agrees to make payments as specified above. Price above includes Angie's List discount.
37. 4Ever Remodeling will pull the permit for your project, schedule all inspections and meet inspectors. Homeowner is responsible for all city/village permit fees. There is possibility that some of the existing structure, mechanicals, plumbing or electric is not to code. If contractor or

city inspector will discover items are not to code, 4Ever Remodeling will stop the work provide homeowner price to bring these items to code.

Customer :.....Date:.....

4Ever:.....Date:.....

3-YEAR LABOR WARRANTY

4Ever Remodeling, LLC (the "Contractor") hereby warrants that the construction work performed at the above Project is free from defects due to noncompliance with the Performance Standards referenced herein and incorporated into this limited labor warranty for a period of three (3) year from the date of (**final invoice**), date of commencement of use, or date of notice of completion, whichever occurs first.

The limited labor warranty is extended to the above-named Owner or Owners only (referred to collectively as "Owner"), while occupying the house as a resident during the above coverage period. This warranty is granted to the original Owner only and is not transferable to subsequent owners.

This limited warranty is subject to the following conditions:

- This warranty covers work on the property above for as long as the said property remains in the possession of the Owner named above.
- The construction work has not been subject to misuse, abuse, accident, or neglect.
- The construction work has not been modified, altered, defaced, worked on or repaired in any way by others.
- The Owner will notify contractor of any defect (according to scope of work) within ten (10) days of discovery of that defect and schedule warranty call as described below.

The Contractor reserves the right to inspect, repair, replace, or pay reasonable sums in order to effectuate those repairs for any deficiencies based on the quality standards.

If, customer requests additional work that this not covered by this warranty, 4Ever Remodeling will issue a new written contract for said work or a written change order under the original agreement which will detail the work and its costs and which must be signed by the customer.

Performance Standards

All homes go through a period of settlement and as the weather changes, periods of expansion or contraction will occur. As a result, the home will experience minor material changes which are unavoidable and are considered normal. During the seasons, weather conditions cause some of the exterior and interior materials to expand or contract as well as during usage of the remodeled space. Changes in the temperature may cause changes to the: floor, wood, metal, siding, flashings, soffits, baseboards, casings, doors, drywall, cabinets, caulking, silicone, and may cause noise in the water in pipes system due the water flow. The Owner should also be aware that he/she is responsible for proper home maintenance such as maintaining contractor grades around the house, registration of all required manufactured products and to familiarize himself or herself with the operation manuals for the products and use them according to the manufacturer's recommendations.

It will be helpful to the Owner's to establish home maintenance program to keep completed project in proper operational condition. As a part of their program homeowner shall keep proper in-door

humility level as a manufacturing recommends for its products and materials; as well as a color chart of the different materials used on the completed project. A small supply of corresponding colored paint, stain, grout, etc. for easy touch ups and maintenance.

Exclusions

4Ever Remodeling, LLC shall not be under any warranty whatsoever to make maintenance services as these services shall be done on regular bases and be a part of homeowner's maintenance program. That includes but not limited of maintenance: house cleaning, light bulbs replacement, silicon, caulking, caulking cracking and discoloration, adjustment of cabinet doors or hardware, interior and exterior door, door locks, shower glass door, shower seal, faucets, toilet flush, towel bars and holders, bathtub and sink water stoppers, hvac registers. Hvac filters replacement, hvac humidifier maintenance, cleaning hvac duct work, sump and ejector pump maintenance, appliances service, fire and carbon monoxide alarm battery replacement, rotting plumbing pips, cleaning faucets, mortar cracking, concrete cracking/flaking as normal part of settling, roof inspection, cleaning gutters, downspouts and any exiting part of the house that was not the subject of the scope of work...

Damage caused by homeowner negligence, improper maintenance or changes, alterations or additions performed by anyone other than Contractor, its employees, or subcontractors directed by 4Ever Remodeling is excluded from the warranty.

The contractor shall not be under any responsibility or liability whatsoever to make repairs occasioned by injury to said property caused wholly or in part by water damage, earthquake, flood, windstorm, tornado, lightning, hail or other casualty, or by reasons of negligence by any party not directly associated with the contractor. The contractor shall be not under any liability with general maintenance, clean up plumbing faucets and drains, adjusting faucets cartages after project completion.

Under no circumstances shall the contractor be held liable by virtue of this warranty or otherwise, for damage to a person or property for whatever reason, whether direct, indirect, special, secondary, and arising from the use or inability to use the property because of a construction defect. This limited labor warranty does not cover loss or damage which arises while the home is being used primarily for nonresidential purposes or when the Contractor is unable to complete its work due to owner breach. Consequential damages, incidental damages, and manufacturer's warranties are not covered by this limited labor warranty.

Any condition which does not result in actual physical damage to the remodeled portion of the property including, but not limited to: un-inhabitability or health risk due to the presence or consequence of unacceptable levels of radon gas, formaldehyde or other pollutants and contaminants: or the presence of hazardous or toxic on-site materials are excluded. Bodily injury or damage to personal property is also excluded.

Manufacturer's Warranties

Contractor assigns and passes through to Owner the Manufacturer's warranties on all installed items, appliances and equipment.

Warranty Service Call

As part of the 3-year labor warranty from 4Ever Remodeling and contractual work performed under a Scope of Work, the Warranty Service Call procedure requires the Customer to select one of the following options:

1. The Customer will document the affected area to be evaluated by 4Ever Remodeling. Documentation shall be any / all of the following: detailed description of the issue, photos or video (all 3 would be best). This information will then be reviewed in the 4Ever Remodeling office by the Project Director, Project Manager or Company Technician. A determination will be made, and next steps can be outlined. If the issue is covered by the 3-year warranty, a mutually agreeable appointment time will be made to resolve the issue. However, if the issue is determined to not be covered by the 3-year warranty, the Customer can request 4Ever Remodeling to provide a quote to address the issue.
2. The Customer can schedule a home warranty service call with 4Ever Remodeling, and a technician will investigate the issue, discuss repair solutions and next steps (if the issue is covered under the labor warranty). The fee for this service call is a non-refundable \$150 (one hundred fifty dollars) and will be payable prior to scheduling of the service call.

Unless the issue requires immediate attention (an emergency), all reasonable efforts to schedule a prompt warranty service call will be followed.

Warranty Terms

THIS LIMITED LABOR WARRANTY IS THE ONLY EXPRESS WARRANTY EXTENDED TO CUSTOMER BY CONTRACTOR. ANY ITEM AND CONDITIONS NOT SPECIFICALLY COVERED BY THIS WARRANTY ARE EXCLUDED FROM COVERAGE AND IS THE RESPONSIBILITY OF OWNER. IT IS EXPRESSLY UNDERSTOOD THAT THIS LIMITED LABOR WARRANTY IS IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND HABITABILITY. IN NO EVENT SHALL CONTRACTOR BE LIABLE FOR ANY DAMAGES (CONSEQUENTIAL OR OTHERWISE) ARISING FROM ANY DEFECT IN ANY ITEM COVERED HEREUNDER. THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

Customer:.....Date:.....

4Ever:.....Date:.....



Peter Gialamas

Clerk

CLERK'S SERVICES FOR THE YEAR 2021

Month	Voter Registr.	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	MaineLines Tickets	TOTAL
January	0	0	0	0	125	330	1	14	0	470
	3	3	0	34	358	0	13	15	135	561
February	0	1	0	2	142	693	43	4	0	885
	4	1	0	22	253	0	14	4	50	348
March	3	1	3	7	175	0	13	21	0	223
	0	4	7	14	126	0	10	10	30	201
April	0	0	39	7	175	0	18	100	60	399
	x	x	x	x	x	x	x	241	40	281
May	1	2	2	6	109	224	4	216	20	584
	x	1	x	x	x	x	x	320	x	321
June	0	1	2	11	170	0	28	238	0	450
	2	0	10	7	104	444	16	131	70	784
July	47	1	10	5	87	0	31	114	0	295
August	8	0	0	10	112	0	26	78	53	287
September	18	2	2	3	73	0	5	84	40	227
October	0	2	7	3	126	470	15	116	15	754
November	1	0	5	0	62	0	12	197	40	317
December	0	4	5	2	79	330	23	43	40	526
TOTAL	83	18	46	100	1,380	1,244	165	1,353	513	4,902

* The numbers in the second row indicate services provided in the year 2020

Supervisor
Karen J. Dimond

Clerk
Peter Gialamas

Assessor
Susan Moylan Krey

Highway Commissioner
Ed Beauvais

Trustees
Kimberly Jones
Kelly Horvath
James Maher
Asif Malik

General Offices
1700 Ballard Road
Park Ridge, Illinois 60068
847-297-2510
847-297-1335 Fax

Highway Department
1401 Redeker Road
Des Plaines, IL 60016
847-297-5225
847-297-8723 Fax



Susan Moylan Krey

Assessor

Supervisor
Karen J. Dimond

Clerk
Peter Gialamas

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Des Plaines, IL 60016
847-297-5225
847-297-8723 Fax

July 21, 2021

Dear Fellow Board Members:

As of writing this report, the Cook County Treasurer "anticipates" the 2nd installment of the 2020 tax bill will be mailed the end of August and due October 1st without penalty. This is more than likely that the Cook County Assessor is behind. The Cook County Clerk will not figure municipality rates until the Assessor adjusts "bogus" Senior Freeze Exemptions on high end residential and commercial properties. The Cook County Board of Commissioners has given the Cook County Assessor Office \$2M to help fix the problem.

The state equalizer for 2020 is 3.2234. It was 2.9160 for 2019.

The Cook County Assessor has put us to open for appeals sometime mid July. Once we receive the date we will be open for 30 days. There is concern that we will not receive the FTP's (File Transfer Protocol) from the county. These files enable us to prepare our appeals. That being the case, it will require extra research on our part.

Commissioner Michael Carbonergi with the Board of Review, held Online classes June 25th, which my office attended. It was instructional on appealing.

I will be attending the first in person Cook County Township Assessor Association meeting in 16 months. Prior all meetings were zoomed. There should be lively conversation of all the county goings on.

Respectfully,

**MAINE TOWNSHIP EMERGENCY FOOD PANTRY
MONTHLY STATISTICAL REPORT**

**To: Karen Dimond
Maine Township Supervisor**

**From: Carol Langan
Director – Food Pantry**

Re: Report of Services Rendered during the Month of June 2021

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed 167

1. Adults Receiving

2. Children Receiving

b. Emergency Family Boxes of Food Distributed

1. Adults Receiving

2. Children Receiving

TOTAL 167 Boxes

II. Cash Donations and Amounts Received

Resident Donations

\$337.92

Total \$377.92

III. Food Collections Received during Calendar Month

MAINSTREAMERS HIGHLIGHTS

June 2021

Marie Dachniwsky, Director

We hosted a variety of outdoor and under the tent programs in the month of June. Besides hosting our regular Tent programs, such as Tent Bingo, Day at the Races and our Fun Friday, we hosted a few special events as well, such as a Cook County Safety Program, Tailgate Bingo, an outdoor **Polish Night** and our outdoor concert featuring the **Rockin Fenderskirts**. We continued virtual programs via Zoom, as well as hosted an informative program, **Chicago Roller Skating History, Presented by Marcia Hill**.

Cook County Safety Program – A patrol supervisor and a community relations officer from the Cook County Sheriff's department hosted a program discussing Senior Safety. They gave our members updates on criminal activity targeting seniors, such as burglaries, carjackings, frauds and scams, and what individuals need to do to prevent crimes and what to do if you are a victim.

Outdoor Polish Night - – Members enjoyed an evening with displays of Polish artifacts, traditional costumes, and a choreographed performance between Eddie Korosa Jr. and the Polonia Ensemble; Polish Folk Songs and Dance Ensemble. The Maine Township lot became a Polka party dance floor. Each member received an assortment sampler box of authentic, traditional pastries from Forest View Bakery. In addition, each member took home a bag of a variety of Polish products consisting of chocolates, crackers, candy and assorted condiments that was all donated by an International, local distributor, Lowell Foods. The evening ended with all attendees going home with frozen Polish Pierogis donated by Kasia's Deli, Chicago.

Outdoor Concert – The Rockin' Fenderskirts – It was the perfect evening to put on your Blue Suede Shoes and Rock Around the Clock featuring The Rockin Fenderskirts. Members were dancing, tapping and singing to some of their favorite rock 'n' roll oldies.

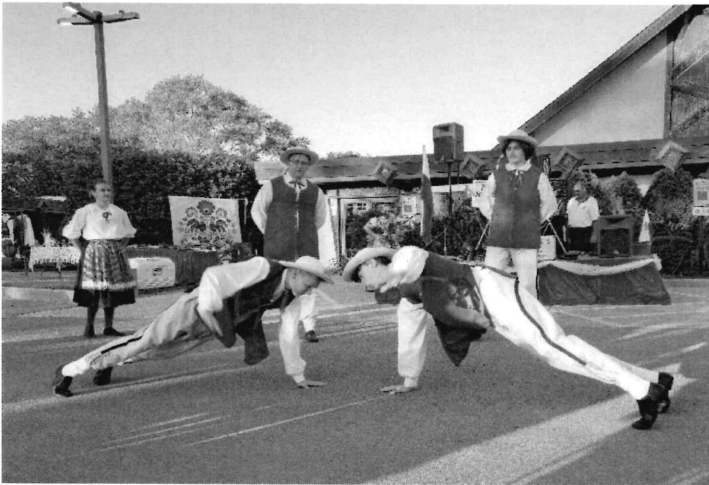
Tail Gate Bingo – We hosted our second Tail Gate Bingo of the summer. Members joined us for this event in our parking lot. It was a fun filled evening of bingo, prizes and ice cream. Sponsoring this event was Generations at Oakton Pavilion and Ascension Living. They had an opportunity to speak to members regarding their services. With the sponsors support, we raffled off ten \$30.00 gift cards to local restaurants, along with our \$5.00 Bingo Gift Card Prizes, which made it an extra fun night!

Advisory Council Meeting – We hosted our first Advisory Council Meeting since the pandemic. The Advisory Council consists of 17 members who are responsible to attend 4 meetings a year. Members are encouraged to share ideas of new programs, day trips, classes and any concerns they may have. We were very excited to have Supervisor, Karen Dimond attend our first meeting. Members were pleased to see the Supervisor's support for the MaineStreamers Program. All council members brought many ideas and we're ready and looking forward to getting on the road again.

MAINSTREAMERS 2021 STATISTICAL REPORT - JUNE

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
RECREATIONAL PROGRAMS					
Bingo (Monthly)	246	821	\$1,275.00	\$1,050.00	\$225.00
Day at the Races (Monthly)	102	373	\$0.00	\$20.00	(\$20.00)
Movie of the Month (Monthly)					\$0.00
Women's/Mens Breakfast (Alternating Months)					\$0.00
Twilight Dining Outing (Alternating Months)					\$0.00
Book Review (3-Times a Year)					\$0.00
Coffee Talk/Trivia		118			\$0.00
Fun Fridays	53	254	\$0.00	\$95.00	(\$95.00)
Craft Class		20			\$0.00
HEALTH/INFORMATIVE					
Cook County Safety Program	21	21	\$0.00	\$0.00	\$0.00
ZOOM INFORMATIVES					
Chicago Roller Skating History	18	113	\$0.00	\$250.00	(\$250.00)
FITNESS CLASSES					
Senior Aerobics (8 week sessions)					\$0.00
Yoga (8 Week Sessions)					\$0.00
Zumba Gold (8 Week Sessions)		34			\$0.00
Chair Yoga (8 Week Sessions)					\$0.00
Matter of Balance Exercise Class		26			\$0.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)					\$0.00
Matter of Balance (8 Week Class- Bi- Yearly)					\$0.00
Rules of the Road (3- Times a Year)		32			\$0.00
Defensive Driving Course (Held Quarterly)					\$0.00
LUNCHEONS					
ANNUAL SPECIAL EVENTS					
MISCELLANEOUS EVENTS		812			
Polish Night	75		\$1,580.00	\$1,465.37	\$114.63
Line Dancing	30		\$1,075.00	\$1,260.00	(\$185.00)
Rockin' Fenderskirts	87		\$1,585.00	\$68.13	\$1,516.87
DAY TRIPS					\$0.00
LONG DISTANCE TRIPS					\$0.00
SENIOR MAILING (Bi-Monthly)					\$0.00
NEWCOMERS PRESENTATION (Alternating months)					\$0.00
ADVISORY COUNCIL MEETING (Held Quarterly)					\$0.00
TOTAL	632	2624	\$5,515.00	\$4,208.50	\$1,306.50
Misc. Expenditures (Includes Tent Rental)				\$2,165.78	(\$2,165.78)
NEW MEMBERS	6	38	Average Age	67 y/o	\$0.00
					(\$859.28)

MAINSTREAMER PHOTOS FROM JUNE PROGRAMS AND EVENTS





MAINESTAY YOUTH & FAMILY SERVICES
JULY 2021 BOARD REPORT
RICHARD LYON, DIRECTOR

AGENCY GRANT FUNDING

The 2022-2023 agency funding application will be available for distribution starting on August 2 to non-profit organizations who serve Maine Township residents and meet all eligibility requirements. The deadline for applications to be completed and returned is August 31 at 5 pm. Three funding hearing dates will be selected during the July board meeting for September, October, or early November. Board members, Administrator, MaineStay/GA/MaineStreamers Directors, and the Agency and Program Coordinator usually participate in the funding hearings. Branka Mackic, our Agency and Program Coordinator, is in the process of scheduling annual site visits of all currently funded social service agencies.

NEW AGENCY DIRECTORY

The new Maine Township Agency Directory website launched in May and is accessible from the Maine Township website or directly at mainetown.com/directory. This is the most significant upgrade to the directory since it was first published in 1983 and is the culmination of a months-long process of research and development. What was previously a static PDF document is now a more modern and interactive web-based directory with enhanced search functionality that will significantly save employee backend processing time and will be more user-friendly and helpful for local organizations and residents. Now that I have finished building out the site, Branka Mackic, our Agency and Program Coordinator, has taken over the task of reviewing, editing, and approving content from local organizations as it is submitted through the website. More organizations will continue to be added to the directory over the coming months.

NEW EMPLOYEES

We had two new employees start on July 12. I would like to warmly welcome Ashley Homa, Family Therapist, and Logan Brown, Youth Program Coordinator, to the MaineStay team. They are a welcome addition to our department. We recently concluded a full week of onboarding and training, and the ongoing training process will continue over the coming weeks and months.

COUNSELING SERVICES

On June 28, MaineStay began scheduling in-person appointments for clients again. We now offer all clients the option to be seen in the office or via telehealth. MaineStay had 11 new completed counseling intakes in June with a waiting list of 40 clients. We had 86 ongoing cases and now have a total of 97 cases in our affordable strength-based counseling program. MaineStay is honored to assist Maine Township residents who are struggling and remains committed to doing everything we can to help our community during this challenging time. MaineStay experienced a record demand for mental health services in 2020 with an increase in requests for counseling up 29%. We averaged 18 new client intakes per month in 2020. Our typical average is 14 new client intakes per month. Last year we had the highest number of intakes in any year of our 46-year history.

ELECTRONIC MEDICAL RECORDS SYSTEM

The TherapyNotes HIPAA-compliant electronic medical records platform continues to work extremely well and has resulted in a more efficient provision of clinical services with a 695% ROI when factoring in employee time and previous office supply costs. On July 12, we transitioned away from telehealth via Zoom to the integrated telehealth option within TherapyNotes for those clients who still wish to continue receiving counseling services remotely. TherapyNotes has enabled us to combine several separate or outdated systems we were previously using for intakes, scheduling, billing, documentation, reporting, statistics, and now, telehealth, into one. It also offers the option for clients to receive automated

appointment reminders, so we have fewer missed appointments as a result. This new system has enabled us to spend less time on administrative tasks and more time directly serving clients.

PSYCHIATRIC SERVICES

MaineStay, in partnership with The Josselyn Center, continues to provide psychiatric services to residents via telehealth. We are currently working with a total of 57 psychiatric clients.

WEBINARS

On June 17, we hosted a community education webinar entitled *Resilience During/Post Pandemic & Self-Care During COVID* and had 118 people in attendance. On August 10, we will host our next community education webinar entitled *Mental Health Awareness in the Community & 411 Mental Health in Urban Communities*.

Here are select comments from participants from the June webinar:

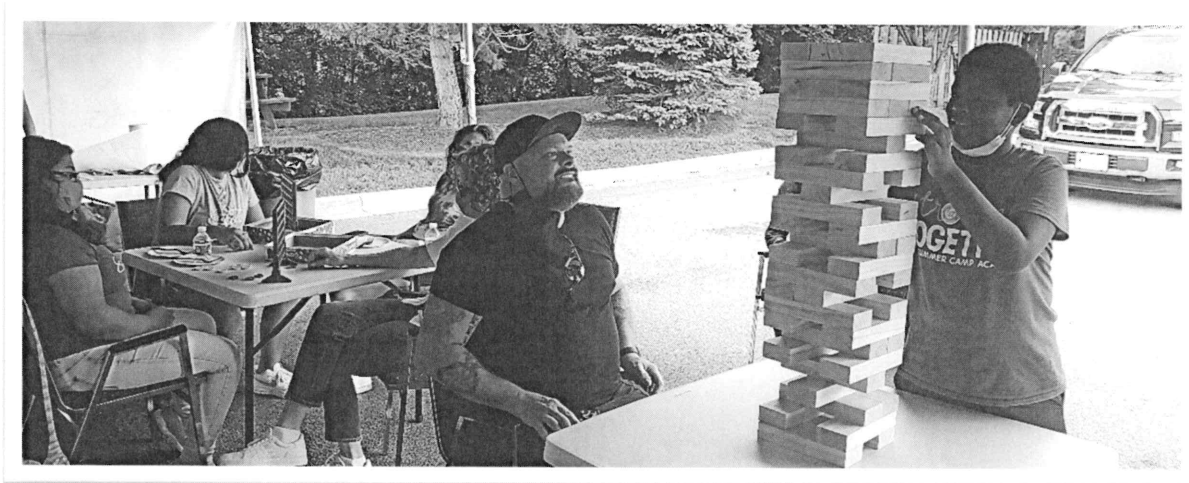
"Topic very timely and relevant."

"Thank you for continuing to present these seminars. They are great"

"Excellent speakers, so much content that I will definitely be watching the recorded version, as well!"

FEATURED STORY OF THE MONTH

On June 8, we had our second in-person meeting of our Big Brothers Big Sisters mentoring program. Mentors and youth gathered under the tent and enjoyed lively games and snacks. Kudos to these matched pairs for their efforts in staying connected throughout the pandemic during a time when connection was more difficult and more essential than ever.



MAINESTAY E-NEWSLETTER

As a way to share news about MaineStay services with our community in a cost-effective manner, we have sent out a periodic email newsletter for the past 12 years. We now have over 5,000 subscribers.

COMMUNITY INVOLVEMENT

During June, I attended the AITCOY Executive Meeting. Naomi Bowman and I met with The Josselyn Center for our monthly meeting regarding our psychiatric services partnership.

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 7/20/2021

I started off this month receiving numerous phone calls from residents ranging from overgrown vegetation, dead trees, parking issues, to garbage issues. This past month, I have made it a point to enforce our grass and vegetation ordinance. Unfortunately, we have once again seen record breaking weather events, this time being rain amounts. The continuous rainfalls have kept vegetation a priority at a time when there are usually minimal complaints in regards to this ordinance. I'm working closely with the residents to satisfy their needs and come to a resolution. It's been a busy month with residents trying to achieve construction projects without obtaining work permits, four total. I am working on row housing at Robin Drive, getting residents to clean up the neighborhood, cutting grass, throwing away old items, tires, furniture etc. that's just laying everywhere. I successfully removed a junked truck which was parked on Howard Ct. and found out he was using three spaces.

I have ticketed a few commercial vehicles parking on the right of way. I am staying on top no parking tow zone streets, issuing citations, and towing vehicles. I continue the battle against secondary plated vehicles congesting our streets. I have issued 5 warnings this month for illegally parking cabs and limousines on the public street. Although the complaints have slowed, working with these residents has helped tremendously on resolving this issue and getting the word out to others not to park these vehicles on the public way. Lastly, I met with the Route Supervisor from Flood Brothers. I showed him the entire route and together we are hopeful to provide our residents with a smooth transition.

July Deficiencies issued: 32

July Tickets issued: 15

General Assistance Monthly Report

June 2021

Austin Kelso

General Assistance:

We closed no clients in the month of June and currently have 2 pending cases for approval. We opened two new cases bringing our total number of General Assistance clients to 23 individuals.

Advocacy/QMB, Snap, and Medicaid:

In June, we helped residents with the various forms of Public Aid 45 times. We have been receiving a lot of phone calls from residents seeking any help they can get and have referred them to community resources on 88 occasions during the month.

Benefit Access:

We have been able to help residents with Benefit Access in person again. All of the extensions have ended due to the pandemic. That being said, we helped residents with Benefit Access 67 times during the month.

CEDA/LIHEAP:

Due to COVID-19 and the financial struggles it has caused for our residents and beyond, CEDA opened the PY2021 season early. We began our new season of LIHEAP as of July 27th 2020. The program year has ended as of May 31st, 2021. This was the busiest year for LIHEAP in Maine Township's history. The General Assistance staff worked tirelessly during the month of May with follow up calls to clients that had become unresponsive. We wanted to make sure they didn't get denied because they forgot to follow up with us. We are proud to have helped so many people receive a grant on their electric and gas bills, have their furnaces maintained, and their houses weather proofed this season. In June we helped 41 people with LIHEAP questions.

Senior Information and Assistance:

Our Senior and Disability Advocates have been doing a great job keeping up with all updates for senior programs during these uncertain times. During the month of June, our advocates helped 1 residents conducting SHIP interviews and helped 9 individuals in answering Medicare and Medicare Part D questions.

STATISTICAL REPORT
GENERAL ASSISTANCE DEPARTMENT
June 2021

I.	<u>GENERAL ASSISTANCE CASES</u>	
	1. CASES OPENED	<u>2</u>
	2. CASES ONGOING	<u>21</u>
	3. CASES PENDING	<u>2</u>
	4. CASES CLOSED	<u>0</u>
	5. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	<u>23</u>
II.	<u>ADVOCACY:</u>	
	1. QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM	<u>1</u>
	2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE SNAP, CASH ASSISTANCE AND MEDICAID)	<u>45</u>
	3. COMMUNITY RESOURCE ADVOCACY REFERRALS	<u>88</u>
III.	<u>SUBURBAN PRIMARY ACCESS TO CARE INTAKE:</u>	
	1. MONTHLY INTERVIEWS/APPLICATIONS FILED	<u>3</u>
IV.	<u>SENIOR INFORMATION AND ASSISTANCE:</u>	
	1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>9</u>
	2. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	<u>67</u>
	3. FREE TELEPHONE /BILL REDUCTION APPLICATION INTERVIEWS	<u>0</u>
	4. VETERANS ADMIN. ASSIST REFERRAL	<u>0</u>
	5. SECTION 8 HOUSING	<u>0</u>
V.	<u>CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE</u>	<u>41</u>
	<u>APPLICATION INTERVIEWS</u> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization).	
VI.	<u>MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM)</u>	
	1. NEW APPLICATIONS ACCEPTED	<u>0</u>
	2. MONTHLY INTERVIEWS	<u>1</u>
	3. MAINELINES TICKETS SOLD THIS MONTH	<u>20</u>
	4. TOTAL MONEY COLLECTED FOR TICKETS SOLD (YEAR TO DATE) (MARCH 1 ST -FEBRUARY 28 TH)	<u>\$60</u>



Board Report for June /July 2021

Marty Cook

Friday Night Recovery Meetings at Oasis Water Park and Maine Township Attendance:

- We continue to see strong support for our meeting via community based treatment referrals

June 18, 2021	48 Participants
June 25, 2021	51 Participants
July 2nd, 2021	62 Participants
July 16, 2021	58 Participants

Events:

- Back by popular demand, July saw us move our Friday night meeting from inside Oasis Water Park to outside under the tent in the township parking lot. We saw an immediate increase in attendance as we welcomed all ages of the local recovery community. We also did extensive marketing (See attached flyer) to local treatment centers and sober homes.
- On Saturday, July 17, over 50 Recovery Connection members attended the Chicago Dogs baseball game in Rosemont. We secured an alcohol free patio area with food and soft drinks. These sober events teach our participants how to have fun and build new relationships, without drugs or alcohol. Maine Township Recovery Connection was welcomed on the scoreboard
- Recovery Connection continues our weekly Sober Golf partnership with Maryville Academy. Peer Support Advocate Nick Kanehl led an outing for 8 which includes golf (and life) lessons from PGA and Maryville golf pro and mentor, Juan Esspo followed by a round of golf.

Community Outreach:

- Addiction is not a 9 to 5 job and does not take holidays. Recovery Connection staff makes it self available 24 hours a day 7 days a week via a township issued cellphone to talk with families and individuals looking for help. Often our busiest time is on holidays or the days right after. This July 4th and 5th staff spoke with 3 families in the community and advised them on getting help for children who are struggling with addiction. We coordinated a bed at a Des Plaines half way house for one who had no money to pay for treatment.

MEETINGS & FELLOWSHIP

OUTSIDE under the TENT

All ages welcome, starting July 2nd.

Back by Popular Demand, Fridays at 7:00P.M.

If POSSIBLE PLEASE B.Y.O.C. (Bring your own chair)

Any Questions 847.297.2510 x233

FOOD & FUN TO FOLLOW

NEW LOCATION and **START TIME: 7:00P.M.**

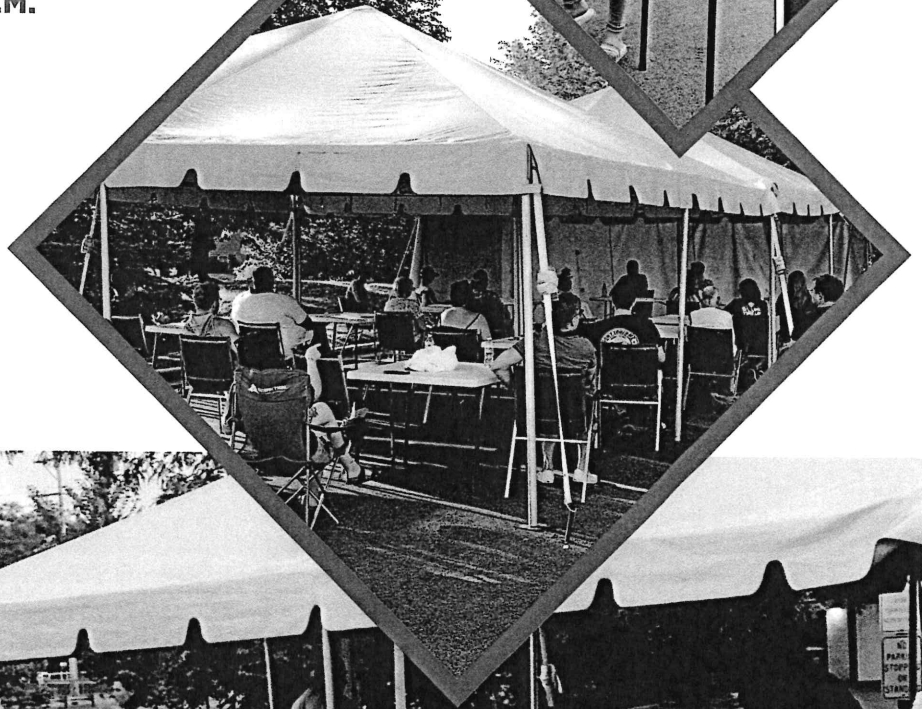
Maine Township Village Hall
1700 Ballard Rd.
Park Ridge, Illinois 60068



Sponsored by

**MAINE TOWNSHIP
RECOVERY
CONNECTION**

Contact Us: **847.297.2510 x233**



Chicago Dogs Baseball in Rosemont

Saturday, July 17th 7 P.M.



Hang out on the PARTY DECK with sober friends and enjoy the game.

Fun, Food & Drinks

- Hot Dogs
- Hamburgers
- Coleslaw
- Potato Salad
- Cookies
- Soda



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RECOVERY
CONNECTION**

Sign Up at: **847.297.2510 x233**

mcook@mainetown.com

