

**Maine Township Board Meeting**  
**Maine Township Town Hall**  
**1700 Ballard Road Park Ridge, IL 60068**  
Tuesday, January 30, 2024

**AGENDA**

This meeting will be conducted in person. The meeting will also be audio or video recorded and made available to the public, as provided by law.

**7:10 pm** - Call Regular Meeting to Order

Pledge of Allegiance

Roll Call

**Discussion and Potential Action on the Following Items:**

1. Approval of Minutes of December 28, 2023 Board Meeting
2. Approval of General Assistance Expenditures
3. Approval of Road District Expenditures
4. Approval of General Town Fund Expenditures
5. Public Participation
6. Check to Honor Flight Chicago/Ron Wolflick
7. Old Business
  - Discussion and Possible Vote on amending current Township Reimbursement Policy
8. New Business
  - Discussion and Possible Vote Regarding Roof Repairs
  - Discussion and Possible Vote on Town Fund & General Assistance Line-Item Transfers
  - Discussion and Possible Vote on Tentative Town Fund/General Assistance 2024-25 Budget
  - Approval of Resolution 2024-1 Schedule of Regular Board Meetings
  - Discussion and Possible Vote on Interactive Display Solution Quotes
  - Report and Discussion on Cybersecurity Audit
  - Discussion of Possible Migrant Arrivals at Maine Township Office
  - Discussion and Possible Vote on Revising the Hiring Process for Part-Time and Full-Time Employees/Discussion and Possible Vote on Township Policy/Rules Regarding the Protocol Regarding the Hiring and Firing of Township Employees.
9. Officials Reports
10. Closed Session

Closed/Executive Session for the purpose of discussing (1) litigation which is probable or imminent; (2) security procedures, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property and (3) discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees
11. Return to Open Session – Possible Vote on Building Security Improvements  
Possible Vote on OEM Director Position
12. Adjournment

**Upcoming Events**

Feb. 7<sup>th</sup> Neighborhood Watch



## ADMINISTRATOR'S REPORT

Date: January, 2024

To: Elected Officials

From: Dayna Berman, Administrator

I have been interviewing potential candidates for two important positions within our organization: GA Caseworker and OEM Director. I interviewed these potential candidates along with our HR Generalist, Ruba Al Ayad, General Assistance Director Kathy Sabbini and Supervisor Karen Dimond respectively. Resumes were reviewed and phone screens were done prior to setting up interviews and we conducted a thorough evaluation of each candidate's qualifications, experience, and skills to ensure they align with the specific demands of the roles. We are hoping to find the right candidate shortly and will present our recommendations to the board for approval.

I am including the Tentative 2024-25 Budget for Town Fund and General Assistance in the board packet to be discussed under New Business for Discussion and Vote. This process involves a lot of planning and allocating resources so we can meet each department's needs. Some discussions included future expenses for program expansion, building expenses, contract renewals, insurance changes, vendor needs, operational costs, annual fixed costs, projected increases for utilities, postage, etc...

Line Item Transfers for Town Fund and General Assistance are included in the board packet as well. These are crucial for financial accountability and allows us to adapt to changing priorities while maintaining accurate financial records. Regular reviews of our budget ensures that we are in align with our current needs and therefore our need to request these transfers. These transfers ensures that the appropriate amounts are reflected correctly and we can generate reports that provide a detailed and precise overview of our financial activities within specific accounts. By making these transfers we can maintain accuracy and make informed financial decisions.

I have been collecting data in response to the growing migrant crises in Chicago and surrounding suburbs in the event migrants are dropped off who are in need. Some information gathered consists of addresses for current shelters, bus

company information, copies of existing ordinances and what townships are and are not responsible for. I have also been in contract with Jerry Crabtree at TOI.

Due to the snow storm on January 12<sup>th</sup>, we had to cancel our Holiday Lights Recycling Event. We did however host the event for several hours the following day and had several residents come out in the snowy weather to participate.

I have been in contact with Catherin Sbarra, our insurance broker from National Consortiums. She is planning to have health insurance renewal figures to present to the board in April and will be out to present all options and recommendations.

I am currently reviewing our contract with Flood Brothers. I want to ensure all aspects are being met and they are in full compliance.

Township residents received the winter edition of the Mainly News last week. Featured on the front cover was our General Assistance Department. We want to provide support and aid to individuals and families facing financial difficulties, ensuring their basic needs are met. Some residents may hesitate to seek help due to the stigma associated with receiving assistance, so advertising can play a role in destigmatizing the concept of our GA programs, representing them as a legitimate means of support for those facing hardships.

MAINE TOWNSHIP GENERAL TOWN FUND

	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD INCOME	BUDGET	BALANCE	% Collected
	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD INCOME	BUDGET	BALANCE	% Collected
<b>REVENUE</b>															
Property Tax		\$879,901.75	\$952,599.03	\$0.00	\$21,469.15	\$0.00	\$53,981.30	\$0.00	\$0.00	\$585,799.91	\$1,127,135.85	\$3,620,886.99	\$3,500,000.00	-\$120,886.99	103%
Interest Income		\$1,591.00	\$2,455.51	\$2,780.81	\$2,752.01	\$2,770.31	\$2,744.09	\$2,426.44	\$2,378.67	\$2,119.54	\$2,979.55	\$24,997.93	\$3,000.00	-\$21,997.93	833%
MaineStay Fees		\$1,551.00	\$3,645.00	\$14,770.00	\$1,805.00	\$4,740.98	\$5,407.00	\$3,203.52	\$2,275.00	\$3,091.50	\$5,420.00	\$45,909.00	\$30,000.00	-\$15,909.00	153%
Yard Stickers and Rebates		\$40.00	\$433.55	\$917.30	\$608.90	\$682.45	\$607.60	\$401.80	\$338.00	\$814.80	\$307.00	\$5,151.40	\$13,000.00	\$7,848.60	40%
Postage		\$383.50	\$547.90	\$1,145.40	\$473.10	\$597.60	\$1,348.90	-\$601.90	\$3,505.80	\$224.10	\$184.40	\$7,808.80	\$2,000.00	-\$5,808.80	390%
Food Pantry Cash Donations		\$1,312.40	\$7,534.10	\$560.00	\$1,210.00	\$495.00	\$2,825.00	\$255.00	\$1,410.00	\$2,545.00	\$11,840.00	\$29,986.50	\$60,000.00	\$30,013.50	50%
Passport Fees		\$4,390.00	\$5,229.50	\$4,820.00	\$3,915.10	\$4,144.90	\$3,724.50	\$4,170.00	\$249.00	\$3,711.10	\$2,843.20	\$37,197.30	\$60,000.00	\$22,802.70	62%
Transportation Fees		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$130.00	\$5.00	\$10.00	\$180.00	\$200.00	\$20.00	90%
Prsnl Prop Replacement Tax		\$19,581.33	\$31,109.02	\$50,473.88	\$0.00	\$40,805.89	\$6,578.99	\$0.00	\$33,822.40	\$0.00	\$10,496.81	\$192,868.32	\$200,000.00	\$7,131.68	96%
Other Income		\$41,543.00	\$2,270.00	\$3,745.95	\$4,830.50	\$8,031.00	\$5,100.80	\$3,537.00	\$2,789.00	\$2,462.21	\$2,028.00	\$76,337.46	\$25,000.00	-\$51,337.46	305%
Hunting/Fishing License		\$81.25	\$126.00	\$139.25	\$127.00	\$9.75	\$199.25	\$142.00	\$213.00	\$28.00	\$0.00	\$1,065.50	\$1,000.00	-\$65.50	107%
Sale of Capital Assests		\$0.00	\$19,443.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!
MaineStreamers		\$32,964.00	\$25,050.68	\$67,404.70	\$15,885.00	\$45,849.00	\$5,454.22	\$55,157.00	\$15,977.12	\$56,540.76	\$38,735.44	\$359,017.92	\$0.00	-\$359,017.92	#DIV/0!
<b>TOTAL REVENUES</b>		\$950,390.23	\$1,025,392.96	\$79,352.59	\$37,190.76	\$62,268.13	\$82,517.43	\$13,553.86	\$47,110.87	\$600,773.16	\$1,163,244.81	\$4,042,389.20	\$3,894,200.00	-\$148,189.20	104%

**MAINE TOWNSHIP GENERAL TOWN FUND**

<b>EXPENSES</b>															
<b>ADMINISTRATION</b>															
18%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD EXPENSE	BUDGET	BALANCE	% Left
	Salaries/Gross Pay Account	\$70,140.20	\$47,929.57	\$48,318.27	\$47,548.20	\$45,500.53	\$68,873.14	\$46,620.40	\$47,627.29	\$46,663.00	\$46,002.27	\$515,222.87	\$614,250.00	\$99,027.13	16%
	Salaries/Elected Officials	\$13,459.18	\$10,574.56	\$10,574.56	\$10,574.55	\$10,561.55	\$18,699.93	\$5,270.48	\$10,542.89	\$10,542.90	\$10,542.89	\$111,343.49	\$147,800.00	\$36,456.51	25%
	IDES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Social Security	\$6,339.86	\$4,421.95	\$4,451.69	\$4,396.23	\$4,247.29	\$6,622.43	\$3,936.97	\$4,396.20	\$4,322.48	\$4,271.91	\$47,407.01	\$59,000.00	\$11,592.99	20%
	IMRF	\$4,173.15	\$2,891.73	\$2,853.98	\$2,811.50	\$2,751.49	\$2,780.83	\$2,793.51	\$2,831.47	\$2,798.95	\$2,811.33	\$29,497.94	\$43,000.00	\$13,502.06	31%
	Administrative Div. Health Ins.	\$21,774.31	\$44,891.36	\$21,774.31	\$20,314.63	\$22,839.48	\$21,890.83	\$23,410.85	\$22,697.59	\$22,650.89	\$22,650.83	\$244,895.08	\$315,000.00	\$70,104.92	22%
	Life Insurance	\$94.88	\$189.76	\$94.88	\$96.45	\$102.88	\$102.88	\$102.88	\$102.88	\$102.88	\$102.88	\$1,093.25	\$1,300.00	\$206.75	16%
	Dental Insurance	\$451.33	\$1,354.16	\$451.33	\$355.49	\$441.11	\$142.08	\$651.14	\$414.51	\$414.51	\$414.51	\$5,090.17	\$6,500.00	\$1,409.83	22%
	Accounting Services	\$4,372.38	\$1,126.23	\$7,772.22	\$1,347.39	\$4,262.13	\$8,167.87	\$2,125.77	\$4,247.45	\$4,195.98	\$4,195.98	\$41,813.40	\$63,000.00	\$21,186.60	34%
	Audit Services	\$0.00	\$0.00	\$3,380.00	\$0.00	\$6,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,100.00	\$16,000.00	\$5,900.00	37%
	Building & Grounds Maint	\$261.07	\$474.97	\$3,676.15	\$1,577.12	\$1,668.27	\$1,585.81	\$6,274.94	\$2,458.65	\$1,751.01	\$104.99	\$19,832.98	\$27,000.00	\$7,167.02	27%
	Community Info-Support	\$2,850.00	\$2,850.00	\$2,850.00	\$2,850.00	\$2,850.00	\$2,850.00	\$2,850.00	\$3,650.00	\$2,850.00	\$2,850.00	\$29,300.00	\$40,000.00	\$10,700.00	27%
	Conferences Meetings	\$75.00	\$160.85	\$0.00	\$35.00	\$0.00	\$0.00	\$928.50	\$223.50	-\$85.85	\$0.00	\$1,337.00	\$2,000.00	\$663.00	33%
	Special Programs	\$37.00	\$47.98	\$1,404.97	\$0.00	\$600.00	\$659.67	\$5,041.06	\$386.88	\$1,334.08	\$42.09	\$9,553.73	\$1,000.00	-\$8,553.73	-855%
	Dues Subscriptions	\$85.85	\$2,175.00	\$85.85	\$1,543.44	\$115.85	\$235.75	\$2,085.85	\$197.75	\$183.60	\$812.20	\$7,521.14	\$4,000.00	-\$3,521.14	-88%
	Equipment Leasing Maint	\$0.00	\$1,314.15	\$2,606.15	\$60.00	\$1,658.34	\$2,189.00	\$100.00	\$2,084.34	\$1,178.01	\$0.00	\$11,189.99	\$16,000.00	\$4,810.01	30%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$63,064.60	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$63,564.60	\$65,000.00	\$1,435.40	2%
	Website/Email Host	\$0.00	\$3,500.00	\$0.00	\$60.51	\$0.00	\$0.00	\$8,320.00	\$0.00	\$0.00	\$0.00	\$11,880.51	\$17,000.00	\$5,119.49	30%
	Print Management	\$107.80	\$0.00	\$107.80	\$107.80	-\$107.80	\$0.00	\$560.00	\$280.00	\$280.00	\$140.00	\$1,475.60	\$2,000.00	\$524.40	26%
	Computer Tech Support	\$359.60	\$0.00	\$359.60	\$359.60	\$575.20	\$359.60	\$359.60	\$359.60	\$359.60	\$359.37	\$3,451.77	\$5,000.00	\$1,548.23	31%
	Legal Services	\$2,863.00	\$2,697.25	\$3,377.25	\$2,947.25	\$3,422.50	\$3,360.00	\$1,531.25	\$4,673.00	\$1,783.00	\$1,926.25	\$28,580.75	\$50,000.00	\$21,419.25	43%
	Mileage-Travel-Lodging Exp	\$13.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$1,843.97	\$424.06	\$2,456.78	\$1,500.00	-\$956.78	-64%
	Police Protection	\$4,000.00	\$0.00	\$4,680.00	\$4,400.00	\$8,600.00	\$4,400.00	\$0.00	\$3,640.00	\$0.00	\$12,000.00	\$41,720.00	\$50,400.00	\$8,680.00	17%
	Plan Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Postage	\$13,164.05	\$270.17	\$94.08	\$955.30	\$10,103.64	\$831.41	-\$726.62	\$11,225.57	-\$89.03	\$391.23	\$36,219.80	\$50,000.00	\$13,780.20	28%
	Printing Publishing	\$414.04	\$12,262.62	\$0.00	\$400.00	\$12,303.64	\$145.32	\$584.69	\$12,066.99	\$651.95	\$0.00	\$38,829.25	\$56,100.00	\$17,270.75	31%
	Food Pantry	\$1,712.70	\$3,193.41	\$2,116.75	\$3,569.60	\$2,796.11	\$4,454.54	\$2,752.71	\$4,926.07	\$2,652.32	\$604.21	\$28,778.42	\$60,000.00	\$31,221.58	52%
	Code Enforcement Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17.26	\$266.60	\$0.00	\$193.00	\$0.00	\$476.86	\$500.00	\$23.14	5%
	Maine Township Rec. Connection	\$1,454.82	\$3,582.14	\$1,855.15	\$2,060.74	\$3,425.80	\$2,012.33	\$2,092.35	\$3,404.50	\$1,779.32	\$2,351.37	\$24,018.52	\$30,000.00	\$5,981.48	20%
	Telecommunications	\$2,695.95	\$2,603.48	\$3,328.10	\$2,950.79	\$2,603.39	\$2,991.68	\$3,170.95	\$3,026.91	\$3,012.00	\$3,009.50	\$29,392.75	\$38,000.00	\$8,607.25	23%
	Staff Training	\$105.00	\$0.00	\$110.00	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$240.00	\$1,000.00	\$760.00	76%
	Transportation/Mainelines	\$70.00	\$315.00	\$0.00	\$40.00	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$470.00	\$5,000.00	\$4,530.00	91%
	Utilities	\$2,671.59	\$2,157.07	\$1,706.59	\$2,174.28	\$1,760.43	\$2,086.01	\$2,298.61	\$1,503.25	\$1,921.81	\$2,131.50	\$20,411.14	\$30,000.00	\$9,588.86	32%
	Miscellaneous (Adminstr)	\$37.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$280.00	\$0.00	\$0.00	\$317.19	\$300.00	-\$17.19	-6%
	Neighborhood Watch	\$0.00	\$49.99	\$325.00	\$0.00	\$0.00	\$1,608.66	\$1,698.33	\$0.00	\$0.00	\$0.00	\$3,681.98	\$3,500.00	-\$181.98	-5%
	Office Supplies/Sm. Equipment	\$1,267.59	\$89.99	\$554.75	\$1,304.26	\$1,632.20	\$136.42	\$188.97	\$830.33	\$651.42	\$148.15	\$6,804.08	\$21,300.00	\$14,495.92	68%
	Operating Supplies Maint	\$1,789.45	\$210.15	\$612.35	\$1,629.68	\$239.99	\$2,218.87	\$417.74	\$2,847.18	\$532.96	\$350.06	\$10,848.43	\$10,000.00	-\$848.43	-8%
	Vehicle Expense	\$0.00	\$190.30	\$90.00	\$0.00	\$114.77	\$1,422.58	\$1,001.00	-\$15.00	\$0.00	\$315.00	\$3,118.65	\$2,800.00	-\$318.65	-11%
	Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	100%
	Project Clean-up/Waste Hauler	\$324.40	\$97.32	\$681.24	\$258.58	\$3,916.48	\$255.76	\$0.00	\$598.50	\$31.50	\$0.00	\$6,163.78	\$12,000.00	\$5,836.22	49%
	Capital Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$199.95	\$39.90	-\$280.00	-\$100.01	\$140.16	\$0.00	\$0.00	\$150,000.00	\$150,000.00	100%
	Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	100%
	<b>Total</b>	<b>\$205,289.72</b>	<b>\$151,621.16</b>	<b>\$193,357.62</b>	<b>\$116,728.39</b>	<b>\$155,950.22</b>	<b>\$161,140.56</b>	<b>\$127,128.53</b>	<b>\$151,408.29</b>	<b>\$114,646.42</b>	<b>\$118,952.58</b>	<b>\$1,448,098.91</b>	<b>\$2,072,253.00</b>	<b>\$624,154.09</b>	<b>30%</b>

**MAINE TOWNSHIP GENERAL TOWN FUND**

<b>ASSESSOR</b>															
<b>18%</b>	<b>of the year remaining</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD EXPENSE</b>	<b>BUDGET</b>	<b>BALANCE</b>	<b>% Left</b>
	Assessor Division Salary	\$27,968.87	\$18,203.17	\$17,814.09	\$17,779.21	\$17,800.66	\$20,689.53	\$15,660.63	\$17,769.30	\$17,962.19	\$18,022.08	\$189,669.73	\$234,026.00	\$44,356.27	19%
	Assessor Division SS	\$2,013.53	\$1,292.24	\$1,263.33	\$1,260.67	\$1,261.17	\$1,463.07	\$1,137.85	\$1,257.65	\$1,272.41	\$1,277.02	\$13,498.94	\$17,903.00	\$4,404.06	25%
	Assessor Division IMRF	\$1,568.42	\$1,065.26	\$1,065.26	\$1,065.26	\$1,065.26	\$773.53	\$893.34	\$1,065.26	\$1,065.26	\$1,065.26	\$10,692.11	\$13,870.00	\$3,177.89	23%
	Health Insurance	\$9,186.53	\$18,856.58	\$9,186.53	\$9,467.91	\$9,460.88	\$9,354.10	\$9,553.60	\$9,453.85	\$9,453.85	\$9,453.85	\$103,427.68	\$115,920.00	\$12,492.32	11%
	Dental Insurance	\$124.07	\$372.26	\$124.07	\$132.75	\$130.60	\$99.06	\$157.84	\$128.45	\$128.45	\$128.45	\$1,526.00	\$3,000.00	\$1,474.00	49%
	Life Insurance	\$17.79	\$35.58	\$17.79	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$206.19	\$300.00	\$93.81	31%
	Conferences Meetings *	\$775.00	\$0.00	\$0.00	\$35.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$515.00	\$1,100.00	\$585.00	53%
	Cook Cty Assessor Tie-in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$475.00	\$0.00	\$0.00	\$475.00	\$1,025.00	\$550.00	54%
	Dues-Subscriptions	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$500.00	\$150.00	30%
	Equipment Leasing-Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging Exp	\$34.68	\$821.74	\$0.00	\$56.88	\$29.19	\$0.00	\$577.22	\$114.85	\$0.00	\$160.81	\$1,795.37	\$1,800.00	\$4.63	0%
	Postage	\$252.48	\$30.07	\$4.80	\$93.00	\$6.12	\$75.96	\$21.42	\$162.78	\$306.18	\$76.71	\$1,029.52	\$1,200.00	\$170.48	14%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
	Sidwell Maps	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00	100%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	100%
	Miscellaneous	\$30.00	\$0.00	\$42.08	\$0.00	\$26.97	\$144.50	\$0.00	\$51.89	\$13.11	\$89.69	\$398.24	\$1,200.00	\$801.76	67%
	Office Supplies/Sm Equipment *	\$422.73	\$0.00	\$0.00	\$0.00	\$3,016.70	\$20.28	\$0.00	\$26.05	\$72.79	\$16.48	\$3,152.30	\$3,500.00	\$347.70	10%
	<b>Total</b>	<b>\$41,546.37</b>	<b>\$40,676.90</b>	<b>\$29,517.95</b>	<b>\$29,909.97</b>	<b>\$33,296.84</b>	<b>\$32,639.32</b>	<b>\$28,021.19</b>	<b>\$30,524.37</b>	<b>\$30,293.53</b>	<b>\$30,309.64</b>	<b>\$326,736.08</b>	<b>\$397,195.00</b>	<b>\$70,458.92</b>	<b>18%</b>
*A portion of these expenses occurred in the 2022/2023 budget year. Per the auditor, the expenses are immaterial and do not need to be pushed back and will remain in the 2023/2024 budget.															

**MAINE TOWNSHIP GENERAL TOWN FUND**

<b>MAINESTAY</b>															
<b>18%</b>	<b>of the year remaining</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD EXPENSE</b>	<b>BUDGET</b>	<b>BALANCE</b>	<b>% Left</b>
	MaineStay Salary	\$32,103.45	\$21,986.32	\$21,986.32	\$23,585.32	\$24,774.70	\$38,575.62	\$25,717.08	\$25,717.08	\$25,916.08	\$25,717.08	\$266,079.05	\$330,750.00	\$64,670.95	20%
	Social Security	\$2,406.45	\$1,637.76	\$1,637.76	\$1,760.09	\$1,850.41	\$2,882.76	\$1,939.30	\$1,921.84	\$1,921.84	\$1,921.84	\$19,880.05	\$26,000.00	\$6,119.95	24%
	IMRF	\$2,285.77	\$1,565.42	\$1,565.42	\$1,565.42	\$1,698.24	\$1,831.06	\$1,831.06	\$1,831.06	\$1,831.06	\$1,831.06	\$17,835.57	\$23,000.00	\$5,164.43	22%
	Administrative Div. Health Ins.	\$6,127.59	\$12,577.70	\$6,127.59	\$6,405.53	\$6,398.60	\$6,223.48	\$6,559.86	\$6,391.67	\$6,391.67	\$6,391.67	\$69,595.36	\$140,700.00	\$71,104.64	51%
	Life Ins.	\$29.65	\$59.30	\$29.65	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$343.65	\$350.00	\$6.35	2%
	Dental Ins.	\$138.81	\$274.14	\$91.37	\$97.77	\$96.18	\$47.30	\$141.88	\$94.59	\$94.59	\$94.59	\$1,171.22	\$1,700.00	\$528.78	31%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89.67	\$45.00	\$0.00	\$16.58	\$151.25	\$250.00	\$98.75	40%
	Consultation/Staff Training	\$286.00	\$0.00	\$0.00	\$505.00	\$0.00	\$0.00	\$139.00	\$0.00	\$25.00	\$35.00	\$990.00	\$1,100.00	\$110.00	10%
	Special Programs	\$1,244.85	\$151.45	\$3,437.78	\$649.16	\$0.00	\$0.00	\$855.35	\$2,238.83	\$0.00	\$4,739.47	\$13,316.89	\$13,000.00	-\$316.89	-2%
	Dues-Subscriptions/Licensures	\$371.56	\$591.64	\$324.96	\$183.66	\$159.60	\$228.90	\$1,045.48	\$393.83	\$399.73	\$242.98	\$3,942.34	\$3,700.00	-\$242.34	-7%
	Print Management	\$107.80	\$107.80	\$107.80	\$107.80	\$107.80	\$0.00	\$280.00	\$140.00	\$140.00	\$140.00	\$1,239.00	\$1,700.00	\$461.00	27%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$968.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$968.00	\$1,000.00	\$32.00	3%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$3,596.00	\$4,500.00	\$904.00	20%
	Mileage-Travel-Lodging Exp	\$81.91	\$0.00	\$0.00	\$0.00	\$198.71	\$0.00	\$0.00	\$128.00	\$0.00	\$0.00	\$408.62	\$500.00	\$91.38	18%
	Postage	\$4.92	\$5.40	\$7.20	\$6.00	\$3.15	\$3.78	\$1.89	\$10.71	\$3.78	\$4.41	\$51.24	\$100.00	\$48.76	49%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.60	\$0.00	\$0.00	\$0.00	\$75.60	\$300.00	\$224.40	75%
	Community Education	\$26.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19.98	\$0.00	\$46.78	\$50.00	\$3.22	6%
	Training Manual & Books	\$16.95	\$0.00	\$0.00	\$0.00	\$0.00	\$206.61	\$0.00	\$0.00	\$0.00	\$0.00	\$223.56	\$250.00	\$26.44	11%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	100%
	Office Supplies/Sm Equipment	\$218.19	\$0.00	\$172.37	\$56.07	\$1,176.50	\$292.60	\$0.00	\$23.98	\$390.65	\$0.00	\$2,330.36	\$2,800.00	\$469.64	17%
	Youth Recreation Fund	\$0.00	\$0.00	\$0.00	\$1,200.00	\$800.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,400.00	\$3,000.00	\$600.00	20%
	Summer Youth Camp	\$0.00	\$0.00	\$3,142.22	\$1,241.00	\$2,193.33	\$6,739.90	\$0.00	\$0.00	\$0.00	\$0.00	\$13,316.45	\$12,000.00	-\$1,316.45	-11%
	Garage Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.96	\$679.31	\$0.00	\$0.00	\$0.00	\$880.27	\$500.00	-\$380.27	-76%
	<b>Total</b>	<b>\$45,810.30</b>	<b>\$39,316.53</b>	<b>\$39,958.04</b>	<b>\$37,754.57</b>	<b>\$39,848.97</b>	<b>\$58,024.72</b>	<b>\$39,747.23</b>	<b>\$39,328.34</b>	<b>\$37,526.13</b>	<b>\$41,526.43</b>	<b>\$418,841.26</b>	<b>\$567,300.00</b>	<b>\$148,458.74</b>	<b>26%</b>

**MAINE TOWNSHIP GENERAL TOWN FUND**

<b>SENIOR</b>															
<b>18%</b>	<b>of the year remaining</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD EXPENSE</b>	<b>BUDGET</b>	<b>BALANCE</b>	<b>% Left</b>
	Senior Salary	\$30,705.68	\$20,900.30	\$20,900.30	\$20,900.30	\$20,900.30	\$31,350.45	\$20,900.30	\$20,900.30	\$20,900.30	\$20,900.30	\$229,258.53	\$287,700.00	\$58,441.47	20%
	Social Security	\$2,309.84	\$1,559.76	\$1,559.76	\$1,559.76	\$1,558.69	\$2,336.43	\$1,578.24	\$1,557.62	\$1,557.62	\$1,557.62	\$17,135.34	\$22,500.00	\$5,364.66	24%
	IMRF	\$2,186.24	\$1,488.10	\$1,448.10	\$1,488.10	\$1,488.10	\$1,488.10	\$1,488.10	\$1,488.10	\$1,488.10	\$1,488.10	\$15,539.14	\$20,000.00	\$4,460.86	22%
	Life Ins.	\$23.72	\$47.44	\$23.72	\$25.72	\$25.72	\$25.72	\$25.72	\$25.72	\$25.72	\$25.72	\$274.92	\$350.00	\$75.08	21%
	Dental Ins.	\$105.02	\$315.12	\$105.12	\$112.37	\$110.55	\$54.37	\$163.09	\$108.73	\$108.73	\$108.73	\$1,291.83	\$1,500.00	\$208.17	14%
	Administrative Div. Health Ins.	\$7,366.97	\$15,121.70	\$7,366.97	\$7,709.27	\$7,700.73	\$7,489.77	\$7,894.61	\$7,692.19	\$7,692.19	\$7,692.19	\$83,726.59	\$105,000.00	\$21,273.41	20%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$400.00	\$200.00	50%
	Special Programs	\$0.00	\$0.00	\$578.50	\$5,137.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,716.40	\$5,000.00	-\$716.40	-14%
	Print Management	\$107.80	\$107.80	\$107.80	\$107.80	\$107.80	\$0.00	\$280.00	\$140.00	\$140.00	\$140.00	\$1,239.00	\$1,700.00	\$461.00	27%
	Dues-Subscriptions	\$425.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$425.00	\$400.00	-\$25.00	-6%
	Mileage-Travel-Lodging Exp	\$40.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.74	\$100.00	\$59.26	59%
	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Telecommunications	\$2.14	\$1.80	\$1.80	\$6.22	\$2.36	\$2.13	\$2.11	\$2.54	\$2.54	\$1.72	\$25.36	\$30.00	\$4.64	15%
	Office Supplies/Sm Equipment	\$0.00	\$4,897.93	\$0.00	\$0.00	\$202.81	\$0.00	\$0.00	\$4,897.31	\$178.15	\$0.00	\$10,176.20	\$13,000.00	\$2,823.80	22%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$3,596.00	\$4,500.00	\$904.00	20%
	<i>MainesStreamer</i>	\$41,639.66	\$13,945.01	\$26,466.92	\$38,226.70	\$26,775.30	\$50,514.77	\$24,772.63	\$37,696.00	\$31,026.58	\$36,192.45	\$327,256.02	\$0.00	-\$327,256.02	0%
	<b>Total</b>	<b>\$43,632.75</b>	<b>\$44,799.55</b>	<b>\$32,451.67</b>	<b>\$37,607.04</b>	<b>\$32,456.66</b>	<b>\$43,106.57</b>	<b>\$32,691.77</b>	<b>\$37,172.11</b>	<b>\$32,452.95</b>	<b>\$32,273.98</b>	<b>\$368,645.05</b>	<b>\$462,182.00</b>	<b>\$93,536.95</b>	<b>20%</b>

**MAINE TOWNSHIP GENERAL TOWN FUND**

	<b>CLERK</b>														
<b>18%</b>	<b>of the year remaining</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD EXPENSE</b>	<b>BUDGET</b>	<b>BALANCE</b>	<b>% Left</b>
	Clerk's Division Salary	\$13,021.62	\$8,898.33	\$8,803.33	\$8,846.08	\$8,869.83	\$12,979.37	\$9,055.08	\$8,988.58	\$9,055.08	\$8,347.33	\$96,864.63	\$131,250.00	\$34,385.37	26%
	Social Security	\$969.35	\$653.91	\$646.64	\$649.92	\$651.23	\$951.18	\$678.81	\$659.81	\$664.90	\$610.75	\$7,136.50	\$10,500.00	\$3,363.50	32%
	IMRF	\$768.86	\$525.68	\$525.68	\$525.68	\$525.68	\$525.68	\$525.68	\$525.68	\$525.68	\$525.68	\$5,499.98	\$9,300.00	\$3,800.02	41%
	Administrative Div. Health Ins.	\$4,888.19	\$10,033.66	\$4,888.19	\$5,101.77	\$5,096.43	\$4,957.11	\$5,225.07	\$5,091.09	\$5,091.09	\$5,091.09	\$55,463.69	\$78,750.00	\$23,286.31	30%
	Life Ins.	\$11.86	\$23.72	\$11.86	\$12.86	\$12.86	\$12.86	\$12.86	\$12.86	\$12.86	\$12.86	\$137.46	\$150.00	\$12.54	8%
	Dental Ins.	\$70.44	\$211.36	\$70.44	\$75.37	\$74.15	\$36.47	\$109.39	\$72.93	\$72.93	\$72.93	\$866.41	\$1,000.00	\$133.59	13%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	100%
	Dues-Subscriptions	\$30.00	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$325.00	\$400.00	\$75.00	19%
	Print Management	\$107.80	\$107.80	\$107.80	\$107.80	\$107.80	\$0.00	\$280.00	\$140.00	\$140.00	\$140.00	\$1,239.00	\$1,700.00	\$461.00	27%
	Mileage-Travel-Lodging Exp	\$0.00	\$33.59	\$0.00	\$7.06	\$0.00	\$0.00	\$0.00	\$0.00	\$654.44	\$0.00	\$695.09	\$1,000.00	\$304.91	30%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Honor Flight	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$3,596.00	\$4,400.00	\$804.00	18%
	Postage	\$55.20	\$693.19	\$1,357.95	\$1,346.60	\$1,009.21	\$992.44	\$884.91	\$1,064.70	\$643.33	\$562.71	\$8,610.24	\$8,000.00	-\$610.24	-8%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	100%
	Miscellaneous *	\$0.00	\$0.00	\$0.00	\$3,609.85	\$5,269.15	\$3,599.00	\$1,712.45	\$2,577.45	\$1,649.60	\$2,077.65	\$20,495.15	\$100.00	-\$20,395.15	-20395%
	Office Supplies/Sm Equipment	\$124.73	\$656.86	\$10.79	\$38.19	\$118.37	\$15.07	\$0.00	\$119.89	\$165.27	\$0.00	\$1,249.17	\$1,500.00	\$250.83	17%
	Hunting/Fishing License **	\$122.20	\$112.50	\$98.25	\$108.50	\$12.25	\$61.25	\$161.75	\$179.50	\$27.00	\$0.00	\$883.20	\$0.00	-\$883.20	#DIV/0!
	<b>Total</b>	<b>\$20,529.85</b>	<b>\$22,310.20</b>	<b>\$16,925.53</b>	<b>\$20,789.28</b>	<b>\$22,106.56</b>	<b>\$24,490.03</b>	<b>\$19,005.60</b>	<b>\$19,792.09</b>	<b>\$19,061.78</b>	<b>\$18,050.60</b>	<b>\$203,061.52</b>	<b>\$249,950.00</b>	<b>\$46,888.48</b>	<b>19%</b>
		* Under Miscellaneous, License Plate Sticker deductions are being reflected in this line item as this program was added after the 23-24 budget was approved.													
		** Under Hunting/Fishing License, funds are currently being deducted from a line item with zero funds as this was added after the 23-24 budget was approved. Please also refer to this line item under revenue.													

**MAINE TOWNSHIP GENERAL TOWN FUND**

	<b>OEM</b>														
<b>18%</b>	<b>of the year remaining</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD EXPENSE</b>	<b>BUDGET</b>	<b>BALANCE</b>	<b>% Left</b>
	Emergency Mgmt Salary	\$1,356.25	\$631.25	\$831.25	\$900.00	\$1,068.75	\$1,743.75	\$1,156.25	\$1,537.50	\$962.50	\$712.50	\$10,900.00	\$20,000.00	\$9,100.00	46%
	OEM Social Security	\$103.76	\$48.29	\$63.59	\$68.85	\$81.76	\$133.41	\$88.46	\$117.62	\$73.64	\$54.50	\$833.88	\$1,600.00	\$766.12	48%
	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Dues-Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	100%
	Volunteer Insurance	\$0.00	\$691.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$691.40	\$800.00	\$108.60	14%
	Utilities	\$466.76	\$169.40	\$247.44	\$259.62	\$73.02	\$218.43	\$116.55	\$94.12	\$328.00	\$353.33	\$2,326.67	\$4,000.00	\$1,673.33	42%
	Telecommunications	\$53.72	\$53.69	\$53.69	\$53.69	\$53.69	\$53.69	\$53.77	\$53.83	\$53.83	\$53.83	\$537.43	\$1,000.00	\$462.57	46%
	Staff Training	\$0.00	\$0.00	\$0.00	\$1,033.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,033.85	\$1,200.00	\$166.15	14%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.94	\$38.38	\$0.00	\$126.32	\$10,000.00	\$9,873.68	99%
	Disaster Operations Supplies	\$0.00	\$16.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16.66	\$500.00	\$483.34	97%
	Building	\$983.26	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$71.97	\$0.00	\$0.00	\$1,405.23	\$2,500.00	\$1,094.77	44%
	Vehicle Expense	\$218.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$499.65	\$1,409.90	\$34.38	\$2,162.63	\$2,500.00	\$337.37	13%
	<b>Total</b>	<b>\$3,182.45</b>	<b>\$1,610.69</b>	<b>\$1,195.97</b>	<b>\$2,666.01</b>	<b>\$1,277.22</b>	<b>\$2,149.28</b>	<b>\$1,415.03</b>	<b>\$2,462.63</b>	<b>\$2,866.25</b>	<b>\$1,208.54</b>	<b>\$20,034.07</b>	<b>\$45,000.00</b>	<b>\$24,965.93</b>	<b>55%</b>



**MAINE TOWNSHIP GENERAL ASSISTANCE FUND**

	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD INCOME	BUDGET	BALANCE	% Collected
<b>REVENUE</b>															
Property Tax		\$176,486.01	\$190,520.70	\$0.00	\$4,418.92	\$0.00	\$11,924.65	\$0.00	\$0.00	\$125,258.83	\$229,462.33	\$738,071.44	\$500,000.00	-\$238,071.44	148%
SS Reimbursement		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,569.33	\$4,391.77	\$0.00	\$0.00	\$0.00	\$10,961.10	\$12,000.00	\$1,038.90	91%
Interest Income		\$68.43	\$178.69	\$212.46	\$212.56	\$220.22	\$246.88	\$240.36	\$248.49	\$243.00	\$391.73	\$2,262.82	\$700.00	-\$1,562.82	323%
Energy Assistance Revenue		\$3,383.00	\$3,039.00	\$8,718.00	\$2,732.00	\$1,708.00	\$116.00	\$212.00	\$228.00	\$1,151.00	\$2,063.00	\$23,350.00	\$18,000.00	-\$5,350.00	130%
<b>TOTAL REVENUES</b>		<b>\$179,937.44</b>	<b>\$193,738.39</b>	<b>\$8,930.46</b>	<b>\$7,363.48</b>	<b>\$1,928.22</b>	<b>\$18,856.86</b>	<b>\$4,844.13</b>	<b>\$476.49</b>	<b>\$126,652.83</b>	<b>\$231,917.06</b>	<b>\$774,645.36</b>	<b>\$530,700.00</b>	<b>-\$243,945.36</b>	<b>146%</b>
<b>EXPENSES</b>															
<b>EXPENSES-ADMINISTRATIVE</b>															
18%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD EXPENSE	BUDGET	BALANCE	% Left
	Salaries	\$31,160.96	\$18,640.27	\$16,482.14	\$16,482.14	\$16,482.14	\$24,723.21	\$16,482.14	\$17,868.52	\$11,713.73	\$12,752.16	\$182,787.41	\$346,000.00	\$163,212.59	47%
	IDES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Social Security	\$2,349.34	\$1,394.10	\$1,231.58	\$1,231.58	\$1,230.82	\$1,845.09	\$1,245.48	\$1,336.11	\$872.41	\$951.84	\$13,688.35	\$26,500.00	\$12,811.65	48%
	IMRF	\$2,219.10	\$1,327.18	\$1,173.52	\$1,173.52	\$1,173.52	\$2,347.04	\$1,173.52	\$1,173.52	\$834.02	\$907.96	\$13,502.90	\$24,500.00	\$10,997.10	45%
	Administrative Div. Health Ins.	\$7,234.95	\$11,198.85	\$4,981.38	\$6,690.55	\$5,313.06	\$5,164.97	\$5,444.15	\$5,304.56	\$2,635.02	\$4,004.01	\$57,971.50	\$157,500.00	\$99,528.50	63%
	Life Insurance	\$29.65	\$53.37	\$23.72	\$25.72	\$25.72	\$25.72	\$25.72	\$19.29	\$6.43	\$19.29	\$254.63	\$350.00	\$95.37	27%
	Dental Insurance	\$166.49	\$298.66	\$90.89	\$133.06	\$95.68	\$11.25	\$141.15	\$94.10	\$40.40	\$76.20	\$1,147.88	\$1,500.00	\$352.12	23%
	Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Accounting Services	\$687.54	\$464.05	\$1,035.42	\$548.90	\$2,140.00	\$548.90	\$788.95	\$526.00	\$500.69	\$500.70	\$7,741.15	\$7,000.00	-\$741.15	-11%
	Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.80	\$6.00	\$27.90	\$45.60	\$120.30	\$250.00	\$129.70	52%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Print Management	\$107.80	\$107.80	\$107.80	\$107.80	\$107.80	\$0.00	\$280.00	\$140.00	\$140.00	\$140.00	\$1,239.00	\$1,700.00	\$461.00	27%
	General Insurance-Liab-Bond	\$0.00	\$0.00	\$6,957.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,957.40	\$7,000.00	\$42.60	1%
	Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	100%
	Postage	\$248.10	\$294.30	\$207.00	\$211.56	\$165.00	\$248.31	\$202.20	\$192.96	\$180.97	\$212.68	\$2,163.08	\$2,600.00	\$436.92	17%
	Printing Publishing	\$0.00	\$176.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64.00	\$0.00	\$240.36	\$250.00	\$9.64	4%
	Staff Training	\$0.00	\$0.00	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$1,025.00	\$1,121.00	\$100.00	-\$1,021.00	-1021%
	Hearing Officer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Office Supplies	\$0.00	\$943.92	\$896.70	\$146.22	\$88.71	\$0.00	\$63.72	\$200.04	\$373.82	\$520.55	\$3,233.68	\$2,500.00	-\$733.68	-29%
	Computer Software Development	\$0.00	\$0.00	\$0.00	\$0.00	\$2,625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,625.00	\$2,350.00	-\$275.00	-12%
	Comp Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$3,596.00	\$4,400.00	\$804.00	18%
	Contingencies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	100%
	<b>Total</b>	<b>\$44,563.53</b>	<b>\$35,258.46</b>	<b>\$33,563.15</b>	<b>\$27,110.65</b>	<b>\$29,807.05</b>	<b>\$35,274.09</b>	<b>\$26,247.43</b>	<b>\$27,220.70</b>	<b>\$17,828.99</b>	<b>\$21,515.59</b>	<b>\$298,389.64</b>	<b>\$590,006.00</b>	<b>\$291,616.36</b>	<b>49%</b>

**MAINE TOWNSHIP GENERAL ASSISTANCE FUND**

<b>EXPENSES-ASSISTANCE</b>															
18%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD EXPENSE	BUDGET	BALANCE	% Left
	Emergency Assist Program	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$3,500.00	\$7,000.00	\$3,500.00	50%
	Prescription Drugs	\$326.05	\$45.57	\$390.62	\$37.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$799.68	\$1,500.00	\$700.32	47%
	Dental Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Medical Services	\$0.00	\$91.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.00	\$0.00	\$123.90	\$500.00	\$376.10	75%
	Funeral & Burial Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Client Utilities	\$650.00	\$773.08	\$544.40	\$510.60	\$324.01	\$513.05	\$656.56	\$442.71	\$703.23	\$509.38	\$5,627.02	\$8,500.00	\$2,872.98	34%
	Shelter-Rent	\$8,067.15	\$7,618.90	\$11,356.00	\$1,050.00	\$4,853.00	\$5,453.00	\$5,503.00	\$4,803.00	\$5,453.00	\$5,103.00	\$59,260.05	\$95,000.00	\$35,739.95	38%
	Ambulance Paramedic	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Food	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$9,375.00	\$0.00	\$31,875.00	\$55,000.00	\$23,125.00	42%
	Pers Essentials	\$2,320.00	\$2,130.00	\$2,939.52	\$854.52	\$1,733.67	\$1,560.00	\$1,480.00	\$1,435.00	\$1,460.00	\$1,390.00	\$17,302.71	\$25,000.00	\$7,697.29	31%
	Client Health Ins.	\$0.00	\$168.84	\$126.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295.47	\$1.00	-\$294.47	-29447%
	Transient	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	<b>Total</b>	<b>\$19,563.20</b>	<b>\$10,828.29</b>	<b>\$15,357.17</b>	<b>\$9,952.56</b>	<b>\$7,610.68</b>	<b>\$15,026.05</b>	<b>\$7,639.56</b>	<b>\$8,780.71</b>	<b>\$17,023.23</b>	<b>\$7,002.38</b>	<b>\$118,783.83</b>	<b>\$192,505.00</b>	<b>\$73,721.17</b>	<b>38%</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$64,126.73</b>	<b>\$46,086.75</b>	<b>\$48,920.32</b>	<b>\$37,063.21</b>	<b>\$37,417.73</b>	<b>\$50,300.14</b>	<b>\$33,886.99</b>	<b>\$36,001.41</b>	<b>\$34,852.22</b>	<b>\$28,517.97</b>	<b>\$417,173.47</b>	<b>\$782,511.00</b>	<b>\$365,337.53</b>	<b>47%</b>

**MAINE TOWNSHIP ROAD AND BRIDGE FUND**

of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD INCOME	BUDGET	BALANCE	% Collecte
<b>REVENUE</b>														
Property Tax	\$539,166.66	\$588,456.91	\$0.00	\$12,585.93	\$0.00	\$29,580.04	\$0.00	\$0.00	\$265,379.15	\$654,163.75	\$2,089,332.44	\$2,188,885	\$99,552.56	95%
Interest Income	\$1,360.00	\$1,870.71	\$2,099.42	\$2,076.37	\$2,148.81	\$2,317.73	\$2,249.01	\$2,325.41	\$1,979.89	\$2,454.10	\$20,881.45	\$2,049.00	-\$18,832.45	1019%
Permit Fees	\$150.00	\$675.00	\$350.00	\$1,115.00	\$350.00	\$1,220.00	\$1,065.00	\$925.00	\$150.00	\$125.00	\$6,125.00	\$18,435.00	\$12,310.00	33%
Other Income	\$9,629.77	\$500.00	\$979.25	\$350.00	\$525.00	\$4,375.37	\$425.00	\$2,535.85	\$450.00	\$600.00	\$20,370.24	\$0.00	-\$20,370.24	#DIV/0!
Persnl Prop Replacement Tx	\$19,582.04	\$31,110.15	\$50,475.71	\$0.00	\$40,807.37	\$6,579.23	\$0.00	\$33,823.62	\$0.00	\$10,497.19	\$192,875.31	\$291,668.00	\$98,792.69	66%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,713.82	\$0.00	\$64,713.82	\$0.00	-\$64,713.82	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$569,888.47</b>	<b>\$622,612.77</b>	<b>\$53,904.38</b>	<b>\$16,127.30</b>	<b>\$43,831.18</b>	<b>\$44,072.37</b>	<b>\$3,739.01</b>	<b>\$39,609.88</b>	<b>\$332,672.86</b>	<b>\$667,840.04</b>	<b>\$2,394,298.26</b>	<b>\$2,501,037.00</b>	<b>\$106,738.74</b>	<b>4%</b>

**EXPENSES**

18% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD EXPENSE	BUDGET	BALANCE	% Left
<b>GENERAL ROAD FUND-ADMINISTRATIVE</b>														
Admin Salary Expense	\$10,111.93	\$7,732.90	\$8,594.90	\$8,810.90	\$8,918.90	\$13,580.85	\$9,188.40	\$9,082.90	\$9,264.90	\$9,026.90	\$94,313.48	\$132,200.00	\$37,886.52	29%
Health Insurance	\$7,672.94	\$15,121.72	\$10,366.98	\$7,709.28	\$7,700.75	\$7,489.85	\$7,894.63	\$7,692.22	\$8,166.66	\$7,692.22	\$87,507.25	\$120,000.00	\$32,492.75	27%
Life Insurance	\$29.65	\$29.65	\$0.00	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$32.15	\$284.35	\$1,000.00	\$715.65	72%
Dental Insurance	\$125.95	\$527.77	\$275.85	\$134.77	\$132.58	\$65.20	\$195.58	\$130.39	\$130.39	\$130.39	\$1,848.87	\$5,400.00	\$3,551.13	66%
Alcohol & Drug Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$490.00	\$0.00	\$198.00	\$688.00	\$1,000.00	\$312.00	31%
Payroll Service	\$551.22	\$378.98	\$473.72	\$527.15	\$543.02	\$522.77	\$738.35	\$501.60	\$490.10	\$494.48	\$5,221.39	\$8,000.00	\$2,778.61	35%
Accounting Services	\$400.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$6,000.00	\$4,000.00	67%
Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$184.67	\$223.50	\$0.00	\$0.00	\$0.00	\$408.17	\$1,000.00	\$591.83	59%
Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	\$1,000.00	\$750.00	75%
Legal Services	\$240.00	\$183.75	\$1,041.25	\$1,592.50	\$183.75	\$1,225.00	\$122.50	\$857.50	\$434.75	\$245.00	\$6,126.00	\$10,000.00	\$3,874.00	39%
Mileage Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$50.00	\$250.00	\$500.00	\$250.00	50%
Municipal Replacement Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$252,252.00	\$252,252.00	100%
Postage	\$0.00	\$0.00	\$210.95	\$0.00	\$0.00	\$0.00	\$0.00	\$132.00	\$0.00	\$0.00	\$342.95	\$500.00	\$157.05	31%
Printing Publishing	\$0.00	\$2,400.00	\$0.00	\$1,475.56	\$1,600.00	\$0.00	\$0.00	\$2,119.90	\$0.00	\$1,325.00	\$8,920.46	\$13,500.00	\$4,579.54	34%
Telephone	\$419.03	\$355.29	\$667.07	\$449.12	\$399.24	\$399.24	\$399.74	\$400.59	\$571.52	\$421.16	\$4,482.00	\$7,000.00	\$2,518.00	36%
Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	100%
Miscellaneous	\$250.00	\$86.68	\$2,603.28	\$387.72	\$608.42	\$0.00	\$0.00	\$0.00	\$270.00	\$592.81	\$4,798.91	\$5,500.00	\$701.09	13%
Office Supplies	\$105.21	\$103.60	\$0.00	\$135.17	\$498.22	\$328.50	\$193.90	\$123.82	\$0.00	\$0.00	\$1,488.42	\$3,000.00	\$1,511.58	50%
Office Equipment	\$0.00	\$2,206.98	\$109.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,060.20	\$0.00	\$5,377.17	\$8,000.00	\$2,622.83	33%
<b>Total</b>	<b>\$19,905.93</b>	<b>\$29,127.32</b>	<b>\$25,943.99</b>	<b>\$21,254.32</b>	<b>\$20,617.03</b>	<b>\$23,828.23</b>	<b>\$18,988.75</b>	<b>\$21,563.07</b>	<b>\$22,620.67</b>	<b>\$20,458.11</b>	<b>\$224,307.42</b>	<b>\$578,352.00</b>	<b>\$354,044.58</b>	<b>61%</b>

**GENERAL ROAD FUND-MAINTENANCE**

Maint Salary Expense	\$17,615.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,905.36	\$50,520.45	\$150,000.00	\$99,479.55	66%
Miscellaneous-Uniforms	\$110.00	\$0.00	\$1,785.35	\$0.00	\$0.00	\$0.00	\$237.92	\$25.97	\$413.91	\$143.98	\$2,717.13	\$5,000.00	\$2,282.87	46%
Building Maintenance	\$527.28	\$436.22	\$105.42	\$105.42	\$105.42	\$158.13	\$319.42	\$1,196.08	\$105.42	\$189.39	\$3,248.20	\$10,500.00	\$7,251.80	69%
Equipment Leasing Maint	\$7,853.10	\$789.64	\$2,239.52	\$2,973.56	\$7,522.28	\$4,007.73	\$2,288.70	\$6,638.76	\$511.68	\$4,701.73	\$39,526.70	\$68,136.00	\$28,609.30	42%
Landfill Charges - GRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$551.00	\$914.70	\$1,465.70	\$2,500.00	\$1,034.30	41%
Rentals	\$0.00	\$500.00	\$250.00	\$375.00	\$400.00	\$500.00	\$2,175.00	\$1,125.00	\$500.00	\$375.00	\$6,200.00	\$15,000.00	\$8,800.00	59%
Street Lighting	\$426.17	\$3,801.69	\$7,714.73	\$3,743.36	\$385.92	\$3,667.65	\$27.48	\$7,237.51	\$7,344.71	\$440.19	\$34,789.41	\$70,000.00	\$35,210.59	50%
Tree Removal & Spraying	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$280.00	\$0.00	\$0.00	\$9,200.00	\$0.00	\$9,480.00	\$15,800.00	\$6,320.00	40%
Utilities	\$1,463.02	\$2,243.58	\$1,657.69	\$326.55	\$396.94	\$501.07	\$479.11	\$415.58	\$323.98	\$790.51	\$8,598.03	\$20,000.00	\$11,401.97	57%
Tree Replacement Program	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$80.99	\$0.00	\$0.00	\$0.00	\$0.00	\$3,080.99	\$4,500.00	\$1,419.01	32%
Gasoline Oil	\$5,510.52	\$2,760.63	\$1,560.67	\$2,373.87	\$3,331.18	\$2,431.46	\$2,265.72	\$1,517.15	\$356.87	\$1,614.17	\$23,722.24	\$42,213.00	\$18,490.76	44%

**MAINE TOWNSHIP ROAD AND BRIDGE FUND**

18% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD EXPENSE	BUDGET	BALANCE	% Left
Building & Oper Sup Matl	\$2,843.37	\$0.00	\$52.45	\$167.23	\$970.98	\$1,953.87	\$158.62	\$0.00	\$305.37	\$906.95	\$7,358.84	\$15,000.00	\$7,641.16	51%
Maint Equip & Small Tools	\$3,344.77	\$343.05	\$830.37	\$645.49	\$1,153.57	\$1,279.24	\$0.00	\$0.00	\$567.09	\$1,300.95	\$9,464.53	\$11,500.00	\$2,035.47	18%
Supplies (Equipment)	\$0.00	\$99.96	\$0.00	\$0.00	\$532.98	\$0.00	\$0.00	\$534.95	\$1,916.82	\$380.00	\$3,464.71	\$15,192.00	\$11,727.29	77%
Supplies Roads GRF	\$195.90	\$0.00	\$0.00	\$228.96	\$500.96	\$0.00	\$0.00	\$0.00	\$275.00	\$1,567.17	\$2,767.99	\$6,000.00	\$3,232.01	54%
Supplies Snow Removal	\$14,942.16	\$219.43	\$0.00	\$0.00	\$0.00	\$0.00	\$2,585.24	\$0.00	\$51.98	\$0.00	\$17,798.81	\$85,000.00	\$67,201.19	79%
<b>Total</b>	<b>\$54,831.38</b>	<b>\$11,194.20</b>	<b>\$16,196.20</b>	<b>\$10,939.44</b>	<b>\$18,300.23</b>	<b>\$14,860.14</b>	<b>\$10,537.21</b>	<b>\$18,691.00</b>	<b>\$22,423.83</b>	<b>\$46,230.10</b>	<b>\$224,203.73</b>	<b>\$536,341.00</b>	<b>\$312,137.27</b>	<b>58%</b>

**PERMANENT ROAD FUND**

Labor On Roads	\$32,649.89	\$32,163.82	\$32,311.37	\$34,986.91	\$38,979.61	\$50,806.28	\$27,630.48	\$30,113.06	\$35,479.19	\$0.00	\$315,120.61	\$400,000.00	\$84,879.39	21%
Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$6,040.01	\$6,790.01	\$7,000.00	\$209.99	3%
Engineering Services	\$11,765.00	\$765.00	\$425.00	\$9,660.00	\$0.00	\$6,462.50	\$0.00	\$8,330.00	\$4,760.00	\$1,675.00	\$43,842.50	\$55,000.00	\$11,157.50	20%
Landfill Charges - PRF	\$0.00	\$2,230.76	\$0.00	\$700.82	\$416.62	\$821.18	\$2,688.30	\$618.30	\$123.30	\$452.00	\$8,051.28	\$10,000.00	\$1,948.72	19%
Project Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	100%
Maintenance Roads	\$0.00	\$18,312.66	\$8,752.50	\$340.00	\$14,095.00	\$173,978.48	\$61,484.54	\$590,121.89	\$13,850.00	\$8,259.65	\$889,194.72	\$890,000.00	\$805.28	0%
Supplies / Roads PRF	\$446.00	\$5,243.13	\$2,808.27	\$851.62	\$6,286.72	\$3,248.85	\$2,263.42	\$2,361.44	\$239.16	\$1,061.01	\$24,809.62	\$30,000.00	\$5,190.38	17%
<b>Total</b>	<b>\$44,860.89</b>	<b>\$58,715.37</b>	<b>\$44,297.14</b>	<b>\$46,539.35</b>	<b>\$59,777.95</b>	<b>\$235,317.29</b>	<b>\$94,816.74</b>	<b>\$631,544.69</b>	<b>\$54,451.65</b>	<b>\$17,487.67</b>	<b>\$1,287,808.74</b>	<b>\$1,427,000.00</b>	<b>\$139,191.26</b>	<b>10%</b>

**EQUIPMENT & BUILDING FUND**

Equipment	\$143,702.00	\$4,001.11	\$4,001.11	\$21,942.42	\$0.00	\$150.40	\$0.00	\$0.00	\$17,673.00	\$2,209.00	\$193,679.04	\$195,000.00	\$1,320.96	1%
Building	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$141.95	\$1,583.26	\$3,976.00	\$0.00	\$0.00	\$7,801.21	\$11,144.00	\$3,342.79	30%
Storage Building	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$1,859.81	\$18,598.10	\$41,500.00	\$22,901.90	55%
<b>Total</b>	<b>\$147,661.81</b>	<b>\$5,860.92</b>	<b>\$5,860.92</b>	<b>\$23,802.23</b>	<b>\$1,859.81</b>	<b>\$2,152.16</b>	<b>\$3,443.07</b>	<b>\$5,835.81</b>	<b>\$19,532.81</b>	<b>\$4,068.81</b>	<b>\$220,078.35</b>	<b>\$247,644.00</b>	<b>\$27,565.65</b>	<b>11%</b>

**SOCIAL SECURITY FUND**

Social Security	\$4,578.43	\$3,011.71	\$3,088.95	\$3,310.13	\$3,623.00	\$4,862.56	\$2,795.62	\$2,830.98	\$2,945.51	\$3,165.77	\$34,212.66	\$40,000.00	\$5,787.34	14%
<b>Total</b>	<b>\$4,578.43</b>	<b>\$3,011.71</b>	<b>\$3,088.95</b>	<b>\$3,310.13</b>	<b>\$3,623.00</b>	<b>\$4,862.56</b>	<b>\$2,795.62</b>	<b>\$2,830.98</b>	<b>\$2,945.51</b>	<b>\$3,165.77</b>	<b>\$34,212.66</b>	<b>\$40,000.00</b>	<b>\$5,787.34</b>	<b>14%</b>

**INSURANCE FUND**

Workmans Compensation	\$0.00	\$0.00	\$20,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,254.00	\$21,204.00	\$950.00	4%
Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$535.00	100%
Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$36,177.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,177.00	\$44,253.00	\$8,076.00	18%
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$56,431.00</b>	<b>\$0.00</b>	<b>\$56,431.00</b>	<b>\$65,992.00</b>	<b>\$9,561.00</b>	<b>14%</b>						

**IL MUNICIPAL RETIREMENT FUND**

IMRF	\$3,675.62	\$2,392.52	\$2,397.04	\$2,456.39	\$2,304.66	\$3,791.11	\$2,394.70	\$2,454.69	\$2,548.34	\$2,770.27	\$27,185.34	\$67,400.00	\$40,214.66	60%
IMRF Employer ERI Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
<b>Total</b>	<b>\$3,675.62</b>	<b>\$2,392.52</b>	<b>\$2,397.04</b>	<b>\$2,456.39</b>	<b>\$2,304.66</b>	<b>\$3,791.11</b>	<b>\$2,394.70</b>	<b>\$2,454.69</b>	<b>\$2,548.34</b>	<b>\$2,770.27</b>	<b>\$27,185.34</b>	<b>\$68,400.00</b>	<b>\$41,214.66</b>	<b>60%</b>

<b>TOTAL OPERATING EXPENSES</b>	<b>\$275,514.06</b>	<b>\$110,302.04</b>	<b>\$154,215.24</b>	<b>\$108,301.86</b>	<b>\$106,482.68</b>	<b>\$284,811.49</b>	<b>\$132,976.09</b>	<b>\$682,920.24</b>	<b>\$124,522.81</b>	<b>\$94,180.73</b>	<b>\$2,074,227.24</b>	<b>\$2,963,729.00</b>	<b>\$889,501.76</b>	<b>30%</b>
---------------------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	--------------------	-----------------------	-----------------------	---------------------	------------

MOTION TO APPROVE PAYROLL FOR PAYDATES OF JANUARY 5, 2024 AND  
JANUARY 19, 2024 AND ROAD DISTRICT CHECKS #23228 THROUGH CHECK  
#23271 IN THE AMOUNT OF \$166,153.39.

# Maine Township Road & Bridge Fund

## JANUARY 2024

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
23228	Jan 02	City of Des Plaines	Water & Sewer Service at Garage	29.30
Wire	Jan 05	Federal Electronic Payroll System	Federal Taxes	5,243.80
Wire	Jan 05	Illinois Department of Revenue	State Taxes	987.16
S/C	Jan 05	Paychex	Service Fee	265.31
Dir.Deposit	Jan 05	Richard A. Brandes	Payroll Check	2,272.22
Dir.Deposit	Jan 05	Peter Douvalakis	Payroll Check	2,696.25
Dir.Deposit	Jan 05	Dawne Scheel Hayman	Payroll Check	1,856.39
Dir.Deposit	Jan 05	Peter A. Jimenez	Payroll Check	1,916.39
Dir.Deposit	Jan 05	Justin E. MacIntyre	Payroll Check	2,328.32
Dir.Deposit	Jan 05	Tyler J. Woods	Payroll Check	1,758.89
5700037	Jan 05	Niko Douvalakis	Payroll Check	724.88
5700038	Jan 05	Marissa Vigna	Payroll Check	1,427.49
23229	Jan 05	Security Benefit	Deferred Comp. Contributions 01/05	500.00
Wire	Jan 10	IMRF	Illinois Municipal Retirement Fund	5,653.68
Wire	Jan 19	Federal Electronic Payroll System	Federal Taxes	14,352.65
Wire	Jan 19	Illinois Department of Revenue	State Taxes	2,049.97
S/C	Jan 19	Paychex	Service Fee	437.31
Dir.Deposit	Jan 19	Richard A. Brandes	Payroll Check	2,605.79
Dir.Deposit	Jan 19	Peter Douvalakis	Payroll Check	13,351.13
Dir.Deposit	Jan 19	Dawne Scheel Hayman	Payroll Check	1,856.37
Dir.Deposit	Jan 19	Peter A. Jimenez	Payroll Check	2,129.71
Dir.Deposit	Jan 19	Justin E. MacIntyre	Payroll Check	2,713.75
Dir.Deposit	Jan 19	Tyler J. Woods	Payroll Check	1,998.07
5700039	Jan 19	Niko Douvalakis	Payroll Check	863.48
5700040	Jan 19	Marissa Vigna	Payroll Check	1,490.80
23230	Jan 19	Security Benefit	Security Benefits for RB 01/19/24 Payroll	500.00
23231	Jan 23	AT&T	Telephone & Communication	62.82
23232	Jan 23	Verizon Wireless	Telephone & Communication	233.50
23233	Jan 30	Ancel Glink P.C.	Legal Services	2,168.50
23234	Jan 30	Anderson Lock Company LTD.	Keys for Building & Salt Shed	224.00
23235	Jan 30	Arlington Power Equip, Inc.	Parts to Repair Equipment	13.25
23236	Jan 30	Blue Cross Blue Shield	February 2024 Premium	9,466.03
23237	Jan 30	Brandes, Richard	Telephone/Communication Mnthly Stipend	25.00
23238	Jan 30	Cargill, Inc.	Salt for Road	17,722.12
23239	Jan 30	Cassidy Tire & Service	Equipment Maintenance	46.00
23240	Jan 30	Comed - Garage	Service at Garage	68.46
23241	Jan 30	Conserv FS, Inc.	Fuel	1,328.11
23242	Jan 30	Damiano Diesel Service	Repairs to #22, Repairs to #19	2,715.66
23243	Jan 30	Domestic Uniform Rental	Building Maintenance	117.98
23244	Jan 30	Douvalakis, Peter	Telephone/Communication Mnthly Stipend	50.00
23245	Jan 30	Gene's Village Towing	Rentals	650.00
23246	Jan 30	Groot Industries, Inc.	Landfill	445.50

23247	Jan 30	Grainger, Inc.	Small Tools & Equipment	22.56
23248	Jan 30	Capital One Trade Credit	Small Tools & Equipment (Shop)	163.53
23249	Jan 30	Home Depot Credit Services	Small Tools & Equipment	121.32
23250	Jan 30	Hydraulic Pneumatic Corp.	Equipment Maintenance #20	2,680.00
23251	Jan 30	Twship Hwy Commissioners IL	Annual Dues	75.00
23252	Jan 30	Jimenez, Peter	Telephone/Communication Mnthly Stipend	25.00
23253	Jan 30	Julie, Inc.	Voice/Fax Notifications for Dig Requests	1,343.01
23254	Jan 30	Just Tires	Equipment Maintenance	1,506.88
23255	Jan 30	Comed - Street Lighting	Comed - Street Lighting	3,656.56
23256	Jan 30	Macmunis, Inc. AAF Com Ed	Offsite Storage - Comed Contract	1,859.81
23257	Jan 30	MacIntyre, Justin	Telephone/Communication Mnthly Stipend	25.00
23258	Jan 30	Maine Township-Town Fund	Mainely News Winter Edition	1,600.00
23259	Jan 30	Mauro Sewer Construction, Inc.	Project Expenses From 2023 Road Project	35,000.00
23260	Jan 30	Metro Federal Credit Union	Equip, Parts & Building Operating Supplies	3,221.51
23261	Jan 30	Mid-West Truckers, Inc.	Alcohol & Drug Testing	40.00
23262	Jan 30	Napa Auto Parts	Equipment Maintenance	473.51
23263	Jan 30	Nicor Gas	Service at Garage	784.35
23264	Jan 30	Principal Life Ins. Co.	Principal February 2024	351.28
23265	Jan 30	Red Wing BSNS Advantage Acct.	Uniforms for RB	283.44
23266	Jan 30	Runco Office Supply	Office Supplies	122.98
23267	Jan 30	Spaceco, Inc.	Engineering Services	832.97
23268	Jan 30	Tyler Woods	Telephone/Communication Mnthly Stipend	25.00
23269	Jan 30	VSP of Illinois, NFP	VSP - Vision for RB February 2024	14.14
23270	Jan 30	Wilmette Truck & Bus	Equipment Maintenance	379.50
23271	Jan 30	Thunder Remodeling	Building Operating Supplies	4,200.00
				<b>\$ 166,153.39</b>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of January 5, 2024, and January 19, 2024, and Road District Checks #23228 through Checks #23271 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 30TH DAY OF JANUARY, 2024.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF JANUARY 5, 2024 AND  
JANUARY 19, 2024 AND GENERAL TOWN FUND CHECKS #60745 THROUGH  
CHECKS #60799 IN THE AMOUNT OF \$281,166.21.

Maine Township General Town Fund  
JANUARY 2024

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
60745	Jan 2	Comcast	Business Internet, Static IP, Phone Line 12/19/23-1/18/24	358.71
60746	Jan 2	Des Plaines, City Water	Water Service at OEM 10/2-11/30	46.56
60747	Jan 2	Securitas Electronic Security, Inc.	Monitoring Services Intrusion Alarm 1/1/24-12/31/24	515.64
Wire	Jan 3	Paychex Time Attendance Fee	Payroll Administration Fee	338.05
Wire	Jan 5	Federal Electronic Payroll System	Federal Taxes	15,112.25
Wire	Jan 5	Illinois Department of Revenue	State Taxes	3,024.42
S/C	Jan 5	Paychex	Service Fee	544.42
2800045	Jan 5	Susan Moylan Krey	Payroll	687.47
Dir.Deposit	Jan 5	Karen Dimond	Payroll	44.06
Dir.Deposit	Jan 5	Peter W. Gialamas	Payroll	3.59
Dir.Deposit	Jan 5	Edward Beauvais	Payroll	2,985.21
Dir.Deposit	Jan 5	Kimberly Jones	Payroll	415.15
Dir.Deposit	Jan 5	James Maher	Payroll	-
Dir.Deposit	Jan 5	Asif Malik	Payroll	415.15
Dir.Deposit	Jan 5	Kelly Maron Horvath	Payroll	438.66
Dir.Deposit	Jan 5	Ruba Al Ayed	Payroll	1,387.84
Dir.Deposit	Jan 5	Stephen T. Basista	Payroll	438.44
Dir.Deposit	Jan 5	Dayna E. Berman	Payroll	3,021.22
Dir.Deposit	Jan 5	Robert M. Carrozza	Payroll	129.55
Dir.Deposit	Jan 5	Marty Cook	Payroll	745.88
Dir.Deposit	Jan 5	Elio Custic	Payroll	243.72
Dir.Deposit	Jan 5	Izabela Debowczyk	Payroll	850.45
Dir.Deposit	Jan 5	Jessica M. Fox	Payroll	948.50
Dir.Deposit	Jan 5	Nader A. Ghazaleh, Sr.	Payroll	1,310.10
Dir.Deposit	Jan 5	Nicholas W. Kanehl	Payroll	1,397.06
Dir.Deposit	Jan 5	Jennifer I. Raffé	Payroll	1,107.38
Dir.Deposit	Jan 5	Paula Rezutko-Custic	Payroll	379.48
Dir.Deposit	Jan 5	Victoria K. Rizzo	Payroll	2,014.08
Dir.Deposit	Jan 5	Michael A. Samaan	Payroll	1,658.85
Dir.Deposit	Jan 5	Debra A. Babich	Payroll	1,560.76
Dir.Deposit	Jan 5	Elizabeth J. Coy	Payroll	1,399.90
Dir.Deposit	Jan 5	Faris E. Dababneh	Payroll	1,220.69
Dir.Deposit	Jan 5	Dolores Mary Phillips	Payroll	729.75
Dir.Deposit	Jan 5	Richard Plodzien	Payroll	351.50
Dir.Deposit	Jan 5	Erin C. Callahan	Payroll	1,417.71
Dir.Deposit	Jan 5	Arielle Kalvelage	Payroll	1,566.88
Dir.Deposit	Jan 5	Richard D. Lyon	Payroll	2,437.72
Dir.Deposit	Jan 5	Emily Toomey	Payroll	1,220.64
Dir.Deposit	Jan 5	Evan White	Payroll	1,277.74
Dir.Deposit	Jan 5	Summer Zumbrock	Payroll	1,484.13
Dir.Deposit	Jan 5	Oksana T. Bukaczyk	Payroll	1,379.73
Dir.Deposit	Jan 5	Marie C. Dachniwsky	Payroll	1,699.84
Dir.Deposit	Jan 5	Monika Jaroszewicz	Payroll	1,555.67

Dir.Deposit	Jan 5	Therese A. Tully	Payroll	1,738.87
Dir.Deposit	Jan 5	Jessica Guzman	Payroll	1,010.23
Dir.Deposit	Jan 5	Eva Magnowski	Payroll	1,276.23
Dir.Deposit	Jan 5	Cathleen Ryder	Payroll	785.09
60748	Jan 5	Security Benefit	Deferred Compensation 1/5	1,919.85
60749	Jan 8	Postmaster	Mainely News Winter 2024 Edition	11,060.17
Wire	Jan 10	IMRF	Illinois Municipal Retirement Fund	18,118.78
60750	Jan 16	Access One, Inc.	Fax & Phone Line 1/1/24-1/31/24	278.74
60751	Jan 16	Aqua Illinois, Inc.	Water Service at Town Hall 11/20/23-12/21/23	217.10
60752	Jan 16	Comed	Electric Service at OEM 12/4/23-1/5/24	149.56
60753	Jan 16	Verizon Wireless	Telecommunications 1/2-2/1	183.91
Wire	Jan 19	Federal Electronic Payroll System	Federal Taxes	13,669.18
Wire	Jan 19	Illinois Department of Revenue	State Taxes	2,745.54
S/C	Jan 19	Paychex	Service Fee	912.15
2800046	Jan 19	Susan Moylan Krey	Payroll	687.47
2800047	Jan 19	Sally Bowman	Payroll	176.62
Dir.Deposit	Jan 19	Karen Dimond	Payroll	44.05
Dir.Deposit	Jan 19	Peter W. Gialamas	Payroll	4.25
Dir.Deposit	Jan 19	Ruba Al Ayed	Payroll	1,387.83
Dir.Deposit	Jan 19	Stephen T. Basista	Payroll	493.17
Dir.Deposit	Jan 19	Dayna E. Berman	Payroll	3,021.23
Dir.Deposit	Jan 19	Robert M. Carozza	Payroll	71.08
Dir.Deposit	Jan 19	Marty Cook	Payroll	746.53
Dir.Deposit	Jan 19	Elio Custic	Payroll	247.67
Dir.Deposit	Jan 19	Izabela Debowczyk	Payroll	835.41
Dir.Deposit	Jan 19	Jessica M. Fox	Payroll	919.76
Dir.Deposit	Jan 19	Nader A. Ghazaleh, Sr.	Payroll	1,310.79
Dir.Deposit	Jan 19	Nicholas W. Kanehl	Payroll	1,397.06
Dir.Deposit	Jan 19	Jennifer I. Raffé	Payroll	1,109.35
Dir.Deposit	Jan 19	Paula Rezutko-Custic	Payroll	428.72
Dir.Deposit	Jan 19	Victoria K. Rizzo	Payroll	2,014.09
Dir.Deposit	Jan 19	Michael A. Samaan	Payroll	1,658.85
Dir.Deposit	Jan 19	Debra A. Babich	Payroll	1,561.42
Dir.Deposit	Jan 19	Elizabeth J. Coy	Payroll	1,399.90
Dir.Deposit	Jan 19	Faris E. Dababneh	Payroll	1,220.71
Dir.Deposit	Jan 19	Dolores Mary Phillips	Payroll	731.07
Dir.Deposit	Jan 19	Richard Plodzien	Payroll	351.49
Dir.Deposit	Jan 19	Erin C.Callahan	Payroll	1,418.36
Dir.Deposit	Jan 19	Arielle Kalvelage	Payroll	1,566.88
Dir.Deposit	Jan 19	Richard D. Lyon	Payroll	2,438.38
Dir.Deposit	Jan 19	Emily Toomey	Payroll	1,221.31
Dir.Deposit	Jan 19	Evan White	Payroll	1,277.73
Dir.Deposit	Jan 19	Summer Zumbrock	Payroll	1,484.80
Dir.Deposit	Jan 19	Oksana T. Bukaczyk	Payroll	1,380.38
Dir.Deposit	Jan 19	Marie C. Dachniwsky	Payroll	1,699.83
Dir.Deposit	Jan 19	Monika Jaroszewicz	Payroll	1,555.67
Dir.Deposit	Jan 19	Therese A. Tully	Payroll	1,741.56

Dir.Deposit	Jan 19	Jessica Guzman	Payroll	1,216.58
Dir.Deposit	Jan 19	Eva Magnowski	Payroll	1,276.24
Dir.Deposit	Jan 19	Cathleen Ryder	Payroll	648.78
60754	Jan 19	Security Benefit	Security Benefits for TF 01/19	1,913.85
60755	Jan 23	Comcast Business	Business Voice Edge Service 1/1-1/31	2,279.67
60756	Jan 30	Ancel Glink P.C.	Legal Services	2,002.50
60757	Jan 30	Avenues To Independence	Grant Payment No: 10 Of 12	4,000.00
60758	Jan 30	Berman Dayna	Mileage Reimbursement	18.34
60759	Jan 30	Blue Cross Blue Shield	Health Insurance - February	54,309.77
60760	Jan 30	The Center Of Concern	Grant Grant Payment No: 10 of 12	4,000.00
60761	Jan 30	Comcast	Business Internet 1/19-2/18	360.77
60762	Jan 30	Comed	Electric Service at Town Hall 12/6/23-1/9/24	1,425.18
60763	Jan 30	Cook County Sheriff's	Hireback Vehicle Usage	3,980.00
60764	Jan 30	CCTAA	Dues	475.00
60765	Jan 30	Pulse Technology	Print Management 01/1-1/31	700.00
60766	Jan 30	District 63 Education	Grant Payment No: 11 of 12	1,750.00
60767	Jan 30	Evans, Marshall and Pease	Accounting Services November&December 2023	5,800.00
60768	Jan 30	Feyerherd, Pete	Aims Software Annual Maintenance	550.00
60769	Jan 30	Flood Brothers Disposal	Extra Pickups	535.50
60770	Jan 30	Garvey's Office Products	Office Supplies	1,785.13
60771	Jan 30	Garvey's Office Products	Office Supplies	1,315.89
60772	Jan 30	Graphic Solutions, Inc.	Winter 24 Mainly News Graphic Design	1,320.00
60773	Jan 30	Honor Flight Chicago	Honor Flight	1,000.00
60774	Jan 30	Journal & Topics Newspapers	Legal-Budget Hearings, Rescheduled Board Meeting	160.83
60775	Jan 30	Justifacts Creden. Verific. Inc.	Background Checks for 2 Employees	38.00
60776	Jan 30	Nicholas Kanehl	Recovery Connection Fee 10/1/23-12/31/23	1,875.00
60777	Jan 30	M3 Marketing, LLC	Public Relations Marketing Services Jan 1-31	2,850.00
60778	Jan 30	Metro Federal Credit Union	Maintenance Visa	1,213.85
60779	Jan 30	Ncpers Group Life Ins.	IMRF Voluntary Life Insurance - February	64.00
60780	Jan 30	Quadient Finance USA, Inc.	Admin Postage, Supplies, Clerk Postage Passports	2,764.75
60781	Jan 30	Nicor Gas	Heat At Town Hall 12/12/23-1/8/24	529.97
60782	Jan 30	NW Suburban Day Care Ctr	Grant Payment No: 11 Of 12	4,166.00
60783	Jan 30	NPO Strategic Consulting, LLC	Grant Writer December 2023	862.44
60784	Jan 30	Orkin	Monthly Pest Service - January 24	70.00
60785	Jan 30	Otis Elevator Company	Elevator Maintenance Service 10/1/23-12/31/23	1,502.34
60786	Jan 30	Presstech, Inc.	Winter 24 Mainly News	12,002.00
60787	Jan 30	Principal Life Ins. Co.	Principal February 2024	2,034.41
60788	Jan 30	VOID	Second Page Check	-
60789	Jan 30	VOID	Third Page Check	-
60790	Jan 30	Stellar Expressions, LLC	Mainstay Translation Services	14.40
60791	Jan 30	VSP Of Illinois, Nfp	Voluntary Vision Insurance - February	159.31
60792	Jan 30	Warehouse Direct	Tech Support 01/01-02/01	1,798.00
60793	Jan 30	VOID	Second Page Check	-
60794	Jan 30	Metro Federal Credit Union	Admin & Food Pantry Visa	2,817.13
60795	Jan 30	VOID	Second Page Check	-
60796	Jan 30	Nicor Gas	Heat at OEM 12/14/23-1/15/24	302.64
60797	Jan 30	Metro Federal Credit Union	Mainstay Visa	520.70

60798	Jan 30	Metro Federal Credit Union	Assessor Visa	98.00
60799	Jan 30	Metro Federal Credit Union	Recovery Connection Visa	1,125.87
				<b>\$ 281,166.21</b>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates January 5, 2024 and January 19, 2024 and General Town Fund Checks #60745 through Check #60799 and authorize the Supervisor issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 30TH DAY OF JANUARY, 2024.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_

Attest:

\_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_

\_\_\_\_\_  
Trustees

**RESOLUTION NO. 2024-4**

**MAINE TOWNSHIP  
A RESOLUTION REGARDING REIMBURSEMENT  
OF TRAVEL, MEAL AND LODGING EXPENSES**

**WHEREAS** the Board of Trustees of Maine Township of Cook County, Illinois wishes to amend the “Reimbursement of Travel, Meal and Lodging Expenses Policy” which is contained within the Maine Township Personnel Policy so as to clarify how Employees and Elected Official may receive reimbursement for travel, meals and lodging,

**THEREFORE**, the Board of Trustees of Maine Township adopts the following changes to said policy:

**Changes to Section 9.6 of the Maine Township Personnel Manual**

B. Definitions.

“**Meals**” shall include reasonable expenses incurred for the purchase of food and non-alcoholic beverages not to exceed the applicable GSA per diem rate.

\* \* \*

E. Approval of Expenses.

**1. Expenses for Officials or Employees Other than Members of the Board of Trustees.** Travel, meal, and lodging expenses incurred by any official or employee that is in excess of the maximum allowable reimbursement, as defined in Section B of this policy, must be approved by roll call vote at an open meeting of the Board of Trustees.

**2. Expenses for Township Board Members.** Reimbursement of travel, meal, and lodging expenses incurred by any Township Board member must be approved by roll call vote at an open meeting of the Board of Trustees.

**3. Advanced Expenses.** Travel, meal, and lodging expenses advanced as a per diem to any employee or official of the Township must be approved by roll call vote at an open meeting of the Board of Trustees prior to payment. Documentation of expenses must be provided in accordance with Sections C, D and F of this policy, and any excess from the per diem must be repaid.

**4. Other Expenses.** All other expenses that do not fall within paragraphs E.1, E.2, or E.3 are subject to the Township Supervisor’s approval.

**RESOLUTION NO. 2024-4**

**MAINE TOWNSHIP  
A RESOLUTION REGARDING REIMBURSEMENT  
OF TRAVEL, MEAL AND LODGING EXPENSES**

Adopted this 30th Day of January, 2024, and declared effective upon being passed.

\_\_\_\_\_  
KAREN J. DIMOND, Supervisor

\_\_\_\_\_  
JAMES MAHER, Trustee

\_\_\_\_\_  
KIMBERLY JONES, Trustee

\_\_\_\_\_  
ASIF MALIK, Trustee

\_\_\_\_\_  
KELLY HORVATH, Trustee

ATTEST:

\_\_\_\_\_  
PETER GIALAMAS, Clerk



[Bills & Resolutions](#)

**Compiled Statutes**

[Public Acts](#)

[Legislative Reports](#)

[IL Constitution](#)

[Legislative Guide](#)

[Legislative Glossary](#)

**Search By Number**  
(example: HB0001)

[Search Tips](#)

**Search By Keyword**

[Search Tips](#)

[Advanced Search](#)



## Illinois Compiled Statutes

[Back to Act Listing](#) [Public Acts](#) [Search](#) [Guide](#) [Disclaimer](#) [Printer-Friendly Version](#)

### Information maintained by the Legislative Reference Bureau

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as [Public Acts](#) soon after they become law. For information concerning the relationship between statutes and Public Acts, refer to the [Guide](#).

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

## LOCAL GOVERNMENT

### (50 ILCS 150/) Local Government Travel Expense Control Act.

(50 ILCS 150/1)

Sec. 1. Short title. This Act may be cited as the Local Government Travel Expense Control Act.

(Source: P.A. 99-604, eff. 1-1-17.)

(50 ILCS 150/5)

Sec. 5. Definitions. As used in this Act:

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Local public agency" means a school district, community college district, or unit of local government other than a home rule unit.

"Travel" means any expenditure directly incident to official travel by employees and officers of a local public agency or by wards or charges of a local public agency involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

(Source: P.A. 99-604, eff. 1-1-17.)

(50 ILCS 150/10)

Sec. 10. Regulation of travel expenses. All local public agencies shall, by resolution or ordinance, regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to: (1) the types of official business for which travel, meal, and lodging expenses are allowed; (2) maximum allowable reimbursement for travel, meal, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses supported by the minimum documentation required under Section 20 of this Act. The regulations may allow for approval of expenses that exceed the maximum allowable travel, meal, or lodging expenses because of emergency or other extraordinary circumstances. On and after 180 days after January 1, 2017 (the effective date of this Act), no travel, meal, or lodging expense shall be approved or paid by a local public agency unless regulations have been

adopted under this Section.

(Source: P.A. 99-604, eff. 1-1-17; 100-201, eff. 8-18-17.)

(50 ILCS 150/15)

Sec. 15. Approval of expenses. On or after 60 days after January 1, 2017 (the effective date of this Act), expenses for travel, meals, and lodging of: (1) any officer or employee that exceeds the maximum allowed under the regulations adopted under Section 10 of this Act; or (2) any member of the governing board or corporate authorities of the local public agency, may only be approved by roll call vote at an open meeting of the governing board or corporate authorities of the local public agency.

(Source: P.A. 99-604, eff. 1-1-17; 100-201, eff. 8-18-17.)

(50 ILCS 150/20)

Sec. 20. Documentation of expenses. Before an expense for travel, meals, or lodging may be approved under Section 15 of this Act, the following minimum documentation must first be submitted, in writing, to the governing board or corporate authorities:

(1) an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;

(2) the name of the individual who received or is requesting the travel, meal, or lodging expense;

(3) the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and

(4) the date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act.

(Source: P.A. 99-604, eff. 1-1-17.)

(50 ILCS 150/25)

Sec. 25. Entertainment expenses. No local public agency may reimburse any governing board member, employee, or officer for any entertainment expense.

(Source: P.A. 99-604, eff. 1-1-17.)

Top

---

[Home](#) | [Legislation & Laws](#) | [House](#) | [Senate](#) | [My Legislation](#) | [Disclaimers](#) | [Email](#)

---



This site is maintained for the Illinois General Assembly by the  
Legislative Information System, 705 Stratton Building, Springfield, Illinois 62706  
[Contact ILGA Webmaster](#)

TOWNSHIP OF MAINE )  
COUNTY OF COOK ) SS.  
STATE OF ILLINOIS )

MAINE TOWNSHIP ORDINANCE NO. 2017-3

AN ORDINANCE ESTABLISHING THE  
REIMBURSEMENT OF ALL TRAVEL, MEALS AND LODGING EXPENSES OF  
OFFICIALS AND EMPLOYEES IN THE TOWNSHIP OF MAINE

WHEREAS, Maine Township, Cook County, Illinois, is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, pursuant to the Local Government Travel Expense Control Act, Pub. Act 99-0604, the Supervisor and Board of Trustees passed Ordinance No. 2016-7 on December 27, 2016, establishing the reimbursement of all travel, meals and lodging expense for its officials and employees.

WHEREAS, the Supervisor and Board of Trustees have determined that it is in the best interest of the Township to reduce the maximum allowable reimbursement for meals per day for its officials and employees.

NOW, THEREFORE, BE IT ORDAINED by the Supervisor and Board of Trustees of Maine Township, Cook County, Illinois, that the following Ordinance to regulate the reimbursement of all travel, meals and lodging expenses of its officials and employees be and hereby is adopted.

**Section 1: Definitions.** The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**Entertainment:** Includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

**Travel:** Any expenditure directly incident to official travel by officials and employees of the Township involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

**Section 2: Official Business For Which Expenses May Be Reimbursed.**

(1) An official of the Township shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:

- a. Educational conferences, seminars, programs & meetings related to the duties of the official of the Township; and
- b. Site visits to potential agencies and current agencies funded by the Township.

(2) An employee shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:

- a. Educational conferences, seminars, programs & meetings related to the duties of the employee of the Township; and
- b. Site visits to potential agencies and current agencies funded by the Township.

**Section 3. Maximum Allowable Reimbursement for Expenses.** The maximum allowable reimbursement for an official or employee of the Township shall be as follows:

(1) **Mileage:** The maximum allowable reimbursement for mileage for an official or employee shall be the rate established from time to time by the Federal General Services Administration (the "GSA") and in effect at the time of the request for reimbursement.

(2) **Meals:** The maximum allowable reimbursement for meals for an official or an employee shall be the sum of \$ 75.00 per day, unless the Supervisor and Board of Trustees approves a greater amount.

(3) **Lodging:** The maximum allowable reimbursement for lodging for an official or employee shall be the actual cost of the hotel per day plus any and all applicable taxes, which must be approved by the Supervisor and Board of Trustees.

**Section 4: Approval of Expenses.** The Supervisor and Board of Trustees must approve the following reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting of the Township Board:

(1) Any expense of any official or employee that exceeds the maximum permitted in Section 3.

**Section 5: Documentation of Expenses.** Before any reimbursement for travel, including meals or lodging, may be approved pursuant to ~~Section 4~~, a reimbursement form for submission of travel, meal, and lodging expenses supported by the following minimum documentation shall first be submitted to the Supervisor and Board of Trustees:

(1) A receipt of the cost of the travel, meals or lodging of the expenses that have already been incurred;

(2) The name of the individual who received or is requesting the travel, meal or lodging expense;

(3) The job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and

(4) The date or dates and nature of the official business in which the travel, meal or lodging expense was expended.

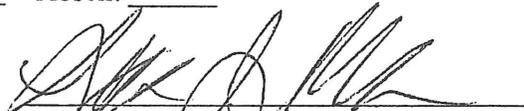
All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1.

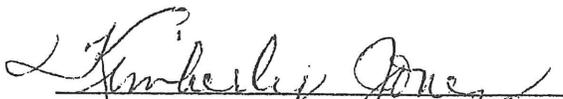
**Section 6: Entertainment Expenses.** No official or employee of the Township shall be reimbursed by the Township for any entertainment expense.

**Section 7: Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval and publication by law. This Ordinance supersedes and replaces Ordinance No. 2016-7.

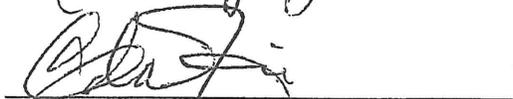
**PASSED** by the Supervisor and Board of Trustees of the Town of Maine, Cook County, Illinois, on this 24<sup>th</sup> day of October, 2017, by a roll call vote as follows:

**ROLL CALL VOTE:** Ayes 5 Nays — Absent —

  
LAURA J. MORASK, Supervisor

  
KIMBERLY JONES, Trustee

  
DAVID A. CARRABOTTA, ESQ., Trustee

  
CLAIRE R. MCKENZIE, Trustee

  
SUSAN KELLY SWEENEY, Trustee

ATTEST:

  
PETER GIALAMAS, Clerk

# CURRENT Employee Manual

Failure to comply with this policy will result in the disapproval of the application and non-payment of reimbursement. The Department of Human Resources will, in all cases, exercise the final judgment as to whether or not reimbursement will be granted and, if so, the amount of reimbursement.

The Department of Human Resources will administer the Tuition Reimbursement program without regard to race, color, religion, sex, age, national origin or handicap.

## 9.6 REIMBURSEMENT OF TRAVEL, MEAL AND LODGING EXPENSES POLICY

### A. Purpose.

The Township will reimburse employee and officer travel, meal, and lodging expenses incurred in connection with approved travel, meal, and lodging expenses incurred on behalf of the Township. Employees and officers are expected to exercise the same care in incurring expenses for official business as a prudent person would in spending personal funds.

### B. Definitions.

"Travel" means any expenditure directly incident to official travel by employees and officers of the Township involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

"Meals" shall include reasonable expenses incurred for the purchase of food and non-alcoholic beverages not to exceed \$75 per day.

"Lodging" shall include reasonable expenses incurred for approved hotel stays.

### C. Authorized Types of Official Business.

Travel, meal and lodging expenses will be reimbursed for employees and officers of the Township only for purposes of official business conducted on behalf of the Township. These include but are not limited to off-site or out-of-town meetings related to official business and approved seminars, conferences and other educational events related to the employee's or officer's official duties. If you are unsure whether an expense is reimbursable, please contact the Supervisor.

**D. Categories of Expenses.**

1. **Airfare** – Travelers are expected to obtain the lowest available airfare that reasonably meets business travel needs. Travelers are encouraged to book flights at least 30 days in advance to avoid premium airfare pricing. Only coach or economy tickets will be paid or reimbursed. The traveler will pay for the difference between higher priced tickets and coach or economy tickets with his or her personal funds.
2. **Personal Automobiles** – Mileage reimbursement will be based on mileage from the work location office to the off-site location of the official business, not from the employee's or officer's residence. When attending a training event or other off-site official business directly from an employee's or officer's residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the employee's or officer's normal commute, reimbursement will be paid based on the differential of the commute less the mileage of a normal commute to the workplace. An employee or officer will be reimbursed at the prevailing IRS mileage rate. The traveler will only be reimbursed up to the price of a coach airfare ticket if they drive to a location for which airfare would have been less expensive.
3. **Automobile Rentals** – Travelers will be reimbursed for the cost of renting an automobile including gasoline expense only as provided in this section. Travelers using rental cars to conduct official business are required to purchase insurance through the rental agency. Car rental insurance will cover the vehicle during personal use, e.g., using the vehicle after the conference has ended. Compact or mid-size cars are required for two or fewer employees or officers traveling together and a full-size vehicle may be used for three or more travelers. The traveler must refuel the vehicle before returning it to the rental company.
4. **Public Transportation** – In the case of local training or official business where an employee or officer chooses to use public transportation, reimbursement for use of public transportation is based on mileage from the agency office to the training site (not from the

traveler's residence), regardless of the transportation method chosen. When attending training or business directly from an employee's or officer's residence, no reimbursement will be made if the distance is less than the mileage of a normal commute to the workplace. If the distance is higher than the traveler's normal commute, reimbursement will be paid at the differential of the commute less the mileage of a normal commute to the workplace.

5. **Other Transportation** – The traveler should utilize hotel shuttle service or other shuttle services, if available. If none are offered, the use of the most economic transportation is encouraged.
6. **Hotel/Motel Accommodations** – The traveler will be reimbursed for a standard single-room at locations convenient to the business activity. In the event of a change in plans or a cancellation, the traveler must cancel the hotel/motel reservation so as not to incur cancellation charges. Cancellation charges will not be reimbursed by the Township unless approved by a vote of the Board of Trustees of the Township.
7. **Meals** - Meal reimbursement is limited to the current U.S. General Services Administration (GSA) regulations in place at the time the expense is occurred. Prior approval by the Board of Trustees of the Township and submission of receipts are required for per diem allowances. Meals provided by the conference or seminar should be deducted from the per diem allowance. Partial reimbursement may be made for departure and return days based on time. Meals during in-state travel that is not an overnight stay will be reimbursed for actual cost not to exceed the GSA regulations.
8. **Vacation in Conjunction with Business Travel** – In cases where vacation time is added to a business trip, any cost variance in airfare, car rental, lodging and/or any other expenses must be clearly identified on the Travel, Meal, and Lodging Expense Report form and paid by the traveler.
9. **Accompanied Travel** – When a traveler is accompanied by others not on official business, any lodging, transportation, meals or other expenses above those incurred for the authorized traveler will not be reimbursed by the Township.

10. **Parking** – Parking fees at a hotel/motel, conference center, or other site will be reimbursed only with a receipt.
11. **Entertainment Expenses** - No employee or officer of the Township shall be reimbursed for any entertainment expense, unless ancillary to the purpose of the program, event or other official business.

**E. Approval of Expenses.**

1. **Expenses for Officials or Employees Other than Members of the Board of Trustees.** Travel, meal, and lodging expenses incurred by any official or employee that is in excess of the maximum allowable reimbursement, as defined in Section B of this policy, must be approved by roll call vote at an open meeting of the Board of Trustees.
2. **Advanced Expenses.** Travel, meal, and lodging expenses advanced as a per diem to any employee or official of the Township must be approved by roll call vote at an open meeting of the Board of Trustees prior to payment. Documentation of expenses must be provided in accordance with Sections C, D and F of this policy, and any excess from the per diem must be repaid.
3. **Other Expenses.** All other expenses that do not fall within paragraphs E.1, E.2, or E.3 are subject to the Township Supervisor’s approval.

**F. Documentation of Expenses.**

Before an expense for travel, meals, or lodging may be approved under Section E of this Policy, the following minimum documentation must first be submitted, in writing, to the Township Supervisor on a Travel, Meal, and Lodging Expense form:

- a. an estimate of the cost of travel, meals, or lodging if expenses have not yet been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
- b. the name of the individual who received or is requesting the travel, meal, or lodging expense;
- c. the job title or office of the individual who received or is requesting the travel, meal, or lodging expenses; and

*Language  
Required  
by Local  
Government  
Travel  
Expense  
Control  
Act*

- d. the date or dates and nature of the official business for which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted in connection with this policy are public records subject to disclosure under the Freedom of Information Act.

#### **G. Travel, Meal, and Lodging Expense Report Form.**

The Township utilizes a standardized form for the submission of travel, meal, and lodging expenses which can be obtained from the Township Administrator. .

#### **H. Additional Expenses**

In addition to travel, meal and lodging expenses, employees shall also be reimbursed for necessary expenditures incurred by employees within the scope of their employment and at the direction of the Township. Employees must obtain authorization from the Township prior to incurring any such expenses. Further, in order to obtain reimbursement for said expenses employees must submit an expense reimbursement request within 30 days of incurring the expense along with supporting documentation. **Again, employees shall not be eligible for reimbursement of expenses incurred without prior approval of the Township.**

### **9.7 TRANSGENDER POLICY**

#### **A. Discrimination Prohibited:**

The Township's policy on transgender is designed to create a safe, inclusive working environment in which staff can be honest and open about who they are. It will act as a guideline; each situation that occurs will need to be evaluated on a case by case basis. It is the Township's policy to treat all of its employees with dignity and respect and to provide a workplace that is free of discrimination whether that discrimination is based upon race, color, religion, gender (including pregnancy, gender identity, gender expression, gender change, gender orientation, gender stereotyping, or transgender status), national origin, disability, parental status, political affiliation, genetic information, marital status, membership in an employee organization, age, reprisal, or other non-merit factors. All Township employees are expected to conduct themselves in the workplace in such a manner that is consistent with their

*sample*

# FY 2024 Per Diem Rates for Chicago, Illinois

## Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Chicago	Cook / Lake	\$79	\$18	\$20	\$36	\$5	\$59.25

*Sample*

# FY 2024 Per Diem Rates for springfield, Illinois

## Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25

**Proposed Changes to Section 9.6 of the Maine Township Personnel Manual**

B. Definitions.

“Meals” shall include reasonable expenses incurred for the purchase of food and non-alcoholic beverages not to exceed ~~\$75 per day~~ the applicable GSA per diem rate.

\* \* \*

E. Approval of Expenses.

**1. Expenses for Officials or Employees Other than Members of the Board of Trustees.** Travel, meal, and lodging expenses incurred by any official or employee that is in excess of the maximum allowable reimbursement, as defined in Section B of this policy, must be approved by roll call vote at an open meeting of the Board of Trustees.

**2. Expenses for Township Board Members.** ~~Reimbursement of travel, meal, and lodging expenses incurred by any Township Board member must be approved by roll call vote at an open meeting of the Board of Trustees.~~

**3. Advanced Expenses.** Travel, meal, and lodging expenses advanced as a per diem to any employee or official of the Township must be approved by roll call vote at an open meeting of the Board of Trustees prior to payment. Documentation of expenses must be provided in accordance with Sections C, D and F of this policy, and any excess from the per diem must be repaid.

**4. Other Expenses.** All other expenses that do not fall within paragraphs E.1, E.2, or E.3 are subject to the Township Supervisor’s approval.

Formatted: Font: (Default) Times New Roman, 12 pt, Not Bold

Formatted: Font: (Default) Times New Roman, 12 pt, Not Bold

Formatted: Font: (Default) Times New Roman, 12 pt, Not Bold



## Memo

**To:** Elected Officials  
**From:** Dayna Berman, Administrator  
**Date:** January, 2024  
**Re:** Line-Item Transfers

As you are aware, annual line item transfers are crucial for financial accountability. Effective budget management allows us to adapt to changing priorities and maintain accurate financial records. Regular reviews of our budget ensure that we are in align with our current needs and therefore we are requesting line-item transfers in the departments listed below.

\$48,045 transferred from Administration Contingency line item to the following:

### *ADMINISTRATION*

<i>Special Programs</i>	\$8,600
<i>Dues &amp; Subscriptions</i>	\$4,000
<i>Mileage</i>	\$1,000
<i>Miscellaneous</i>	\$2,000
<i>Neighborhood Watch</i>	\$200
<i>Operating Supplies</i>	\$2,800

### *MAINESTAY*

<i>Consultation</i>	\$100
<i>Special Programs</i>	\$550
<i>Dues &amp; Sub.</i>	\$500
<i>Summer Camp</i>	\$1,320
<i>Garage Sale</i>	\$400

### *CLERK*

<i>Hunting &amp; Fishing</i>	\$900
<i>Postage</i>	\$2,000
<i>Miscellaneous</i>	\$22,400

1700 BALLARD, PARK RIDGE, IL 60068  
T: 847-297-2510 W: MAINETOWN.COM

*MAINESTREAMERS*

*Special Program*      \$800

*Dues & Subscriptions* \$25

*ASSESSOR*

*Conf & Mtgs*      \$700

*Office Supplies*   \$550

---

**TOTAL TOWN FUND      \$48,045**

\$4,075 transferred from General Assistance Contingency Line Item to the following:

*GENERAL ASSISTANCE*

*Accounting*      \$1,600

*Staff Training*      \$1,200

*Office Supplies*      \$1,000

*Computer Software develop.* \$275

---

**TOTAL GENERAL ASSISTANCE      \$4,075**

**RESOLUTION NO. 2024-2**

**A RESOLUTION AUTHORIZING A LINE ITEM TRANSFER IN THE GENERAL TOWN FUND FOR THE FISCAL YEAR 2023-24 ANNUAL BUDGET AND APPROPRIATION**

**WHEREAS**, Maine Township (the “Township”) is an Illinois Township organized and operating pursuant to the Illinois Township Code, 70 ILCS 1/1-1, et seq. (the “Code”); and

**WHEREAS**, the Township previously adopted a Budget and Appropriation Ordinance for the 2023-24 Fiscal Year (the “Appropriation”); and

**WHEREAS**, Section 80-60 of the Code states the Township Board shall comply with the Illinois Municipal Budget Law; and

**WHEREAS**, Section 3 of the Illinois Municipal Budget Law states in pertinent part that the governing body of the Township may from time to time make transfers between the various items in any fund in such appropriation ordinance not exceeding in the aggregate ten per cent of the total amount appropriated in such fund by such ordinance; and

**WHEREAS**, the Township Board finds that the General Town Fund line items for the funds listed on the attached page are insufficient for the anticipated needs for such line item for current fiscal year; and

**WHEREAS**, the Township Board finds that a transfer of the excess appropriation from the Contingency line item in the General Town Fund to the line items listed on the attached page in the same Fund in the amount of \$48,045, shall (a) provide sufficient appropriation for these purposes for the current fiscal year, and (b) not result in any deficit of appropriations in the General Town Fund the current fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Town Trustees of Maine Township, Cook County, Illinois as follows:

**SECTION ONE**: The Board finds the foregoing recitals to be true and correct and hereby incorporate them as its legislative findings as though fully set forth herein.

**SECTION TWO**: The following transfer in the Appropriation for FY 2023-24 is hereby approved and ratified by the Board:

- A) Transferring \$48,045 from the Contingency line item to the line items listed on the attached page in General Town Fund.

**SECTION THREE**: The Board delegates authority to the Supervisor and the Township’s auditors and accountants to take all necessary and appropriate actions to implement the transfers herein described, record such changes in the Township’s books and records in the manner provided by law and ratifies all actions and expenditures heretofore taken which are consistent with the purpose of this Resolution.

**SECTION FOUR:** Severability. The various provisions for this Resolution are to be considered severable and if any part or portion of this Resolution be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

**SECTION FIVE:** All prior actions taken by the Township relating to the transfer approved by this Resolution are hereby ratified.

**SECTION SIX:** Effective Date. This Resolution shall be in full force and effect upon its passage and approval.

APPROVED this 30th day of January 2024.

\_\_\_\_\_  
Karen J. Dimond, Supervisor

\_\_\_\_\_  
Kimberly Jones, Trustee

\_\_\_\_\_  
James Maher, Trustee

\_\_\_\_\_  
Kelly Horvath

\_\_\_\_\_  
Asif Malik, Trustee

ATTEST:

\_\_\_\_\_  
Peter Gialamas, Clerk

\$48,045 transferred from Administration Contingency line item to the following:

**ADMINISTRATION**

Special Programs	\$8,600
Dues & Subscriptions	\$4,000
Mileage	\$1,000
Miscellaneous	\$2,000
Neighborhood Watch	\$200
Operating Supplies	\$2,800

**MAINESTAY**

Consultation	\$100
Special Programs	\$550
Dues & Sub.	\$500
Summer Camp	\$1,320
Garage Sale	\$400

**CLERK**

Hunting & Fishing	\$900
Postage	\$2,000
Miscellaneous	\$22,400

**MAINESTREAMERS**

Special Program	\$800
Dues & Subscriptions	\$25

**ASSESSOR**

Conf & Mtgs	\$700
Office Supplies	\$550

---

**TOTAL TOWN FUND     \$48,045**

**RESOLUTION NO. 2024-3**

**A RESOLUTION AUTHORIZING A LINE ITEM TRANSFER IN THE GENERAL ASSISTANCE FUND FOR THE FISCAL YEAR 2023-24 ANNUAL BUDGET AND APPROPRIATION**

**WHEREAS**, Maine Township (the “Township”) is an Illinois Township organized and operating pursuant to the Illinois Township Code, 70 ILCS 1/1-1, et seq. (the “Code”); and

**WHEREAS**, the Township previously adopted a Budget and Appropriation Ordinance for the 2023-24 Fiscal Year (the “Appropriation”); and

**WHEREAS**, Section 80-60 of the Code states the Township Board shall comply with the Illinois Municipal Budget Law; and

**WHEREAS**, Section 3 of the Illinois Municipal Budget Law states in pertinent part that the governing body of the Township may from time to time make transfers between the various items in any fund in such appropriation ordinance not exceeding in the aggregate ten per cent of the total amount appropriated in such fund by such ordinance; and

**WHEREAS**, the Township Board finds that the General Assistance line items for the funds listed on the attached page are insufficient for the anticipated needs for such line item for current fiscal year; and

**WHEREAS**, the Township Board finds that a transfer of the excess appropriation from the Contingency line item in the General Assistance Fund to the line items listed on the attached page in the same Fund in the amount of \$4,075, shall (a) provide sufficient appropriation for these purposes for the current fiscal year, and (b) not result in any deficit of appropriations in the General Town Fund the current fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Town Trustees of Maine Township, Cook County, Illinois as follows:

**SECTION ONE**: The Board finds the foregoing recitals to be true and correct and hereby incorporate them as its legislative findings as though fully set forth herein.

**SECTION TWO**: The following transfer in the Appropriation for FY 2023-24 is hereby approved and ratified by the Board:

- A) Transferring \$4,075 from the Contingency line item to the line items listed on the attached page in General Assistance.

**SECTION THREE**: The Board delegates authority to the Supervisor and the Township’s auditors and accountants to take all necessary and appropriate actions to implement the transfers herein described, record such changes in the Township’s books and records in the manner provided by law and ratifies all actions and expenditures heretofore taken which are consistent with the purpose of this Resolution.

**SECTION FOUR:** Severability. The various provisions for this Resolution are to be considered severable and if any part or portion of this Resolution be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

**SECTION FIVE:** All prior actions taken by the Township relating to the transfer approved by this Resolution are hereby ratified.

**SECTION SIX:** Effective Date. This Resolution shall be in full force and effect upon its passage and approval.

APPROVED this 30<sup>th</sup> day of January 2024.

\_\_\_\_\_  
Karen J. Dimond, Supervisor

\_\_\_\_\_  
Kimberly Jones, Trustee

\_\_\_\_\_  
James Maher, Trustee

\_\_\_\_\_  
Kelly Horvath

\_\_\_\_\_  
Asif Malik, Trustee

ATTEST:

\_\_\_\_\_  
Peter Gialamas, Clerk

\$4,075 transferred from General Assistance Contingency Line Item to the following:

**GENERAL ASSISTANCE**

Accounting	\$1,600
Staff Training	\$1,200
Office Supplies	\$1,000
Computer Software develop.	\$275

---

**TOTAL GENERAL ASSISTANCE**    **\$4,075**



## Memo

**To:** Elected Officials

**From:** Dayna Berman, Administrator

**Date:** January 30, 2024

Please find attached the 2024-25 Tentative Budget & Appropriation Ordinance for Town Fund and General Assistance.

**MAINE TOWNSHIP  
ORDINANCE 2024-1  
TENTATIVE BUDGET & APPROPRIATION ORDINANCE FOR 2024-25**

for MAINE TOWNSHIP located in the County of Cook, State of Illinois for the fiscal year beginning March 1, 2024 and ending February 28, 2025.

Now be it Ordained by the Board of Trustees of MAINE TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: GENERAL TOWN AND GENERAL ASSISTANCE FUND is hereby adopted as the budget of the township for the fiscal year mentioned above and shall be in full force and effect from and after this date.

**GENERAL TOWN FUND**

BEGINNING BALANCE	\$4,474,413
ESTIMATED REVENUES	
Property Tax	\$3,800,000
Replacement Tax	\$200,000
Interest Income	\$28,000
MaineStay Income	\$40,000
Yard Stickers and Rebates	\$10,000
Postage	\$9,000
Transportation Fees	\$200
Hunting/Fishing License	\$1,500
Food Pantry Cash Donations	\$30,000
Passport Fees	\$50,000
Other Income	\$28,000
Recovery Connection Appropriation	\$30,000
License Plate Stickers	\$25,000
Sale of Capital Assests	\$8,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$4,259,700</b>
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>	<b>\$8,734,113</b>
EXCLUDING MAINSTREAMER PROGRAM FEES	
BUDGETED EXPENDITURES	
Administration	\$2,264,603
Assessor	\$414,059
Clerk	\$275,200
Emergency Management	\$45,000
MaineStay Youth and Family Services	\$550,050
Mainstreamers Senior Services	\$479,981
Funded Agencies	\$477,500
<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>\$4,506,393</b>
EXCLUDING MAINSTREAMER PROGRAM FEES	
<b>ENDING BALANCE</b>	<b>\$4,227,720</b>

**ADMINISTRATION****PERSONNEL**

Salaries/Employees	\$675,000
Salaries/Elected Officials	\$147,800
IDES	\$1
Social Security	\$63,000
Municipal Retirement Fund	\$40,000
Health Insurance	\$319,000
Dental Insurance	\$5,400
Life Insurance	\$1,500
Tuition Reimbursement	\$1
<b>TOTAL PERSONNEL</b>	<b>\$1,251,702</b>

**CONTRACTUAL SERVICES**

Grant writer	\$12,000
Bookkeeping/Accounting Services	\$50,000
Audit Services	\$16,000
Building-Grounds Maintenance	\$30,000
Community Information-Support	\$40,000
Conferences-Meetings	\$2,000
Dues-Subscriptions	\$7,000
Web Site/Email Host	\$15,000
Equipment Leasing-Maintenance	\$16,000
Computer Tech Support	\$5,000
Print Management	\$2,000
General Insurance-Liability-Bond	\$65,000
Legal Services	\$40,000
Mileage-Travel-Lodging Expense	\$6,500
Police Protection	\$50,400
Postage	\$55,000
Printing-Publishing	\$55,000
Special Programs	\$5,000
Staff Training	\$5,000
Telecommunications	\$38,000
Clean Up/Waste Hauler	\$10,000
Transportation/MaineLines	\$2,000
Utilities	\$30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$556,900</b>

**COMMODITIES**

Miscellaneous	\$500
Office Supplies/Small Equipment	\$20,000
Operating Supplies-Maintenance	\$15,000
<b>TOTAL COMMODITIES</b>	<b>\$35,500</b>

**OTHER EXPENDITURES**

Code Enforcement Expense	\$1,500
National Night Out	\$5,000
Food Pantry	\$30,000
Plan Commission	\$1
Maine Township Recovery Connections	\$70,000
Vehicle Expense	\$4,000
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$110,501</b>

CAPITAL OUTLAY	
Building	\$10,000
Capital Fund Account	\$150,000
TOTAL CAPITAL OUTLAY	<u>\$160,000</u>
Contingencies	\$150,000
<b>TOTAL ADMINISTRATION</b>	<u>2,264,603</u>

**ASSESSOR**

PERSONNEL	
Salaries	\$240,409
Social Security	\$18,391
Life Insurance	\$300
Dental Insurance	\$3,000
Municipal Retirement Fund	\$14,153
Health Insurance	\$124,035
<b>TOTAL PERSONNEL</b>	<u>\$400,288</u>

CONTRACTUAL SERVICES	
Conferences-Meetings	\$1,300
Cook County Assessor Tie-in	\$1,050
Dues-Subscriptions	\$570
Equipment Leasing-Maintenance	\$1
Mileage-Travel-Lodging Expense	\$2,500
Postage	\$1,200
Printing-Publishing	\$1,000
Sidwell Maps	\$700
Staff Training	\$150
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$8,471</u>

COMMODITIES	
Miscellaneous	\$2,000
Office Supplies/Small Equipment	\$3,300
<b>TOTAL COMMODITIES</b>	<u>\$5,300</u>

<b>TOTAL ASSESSOR</b>	<u>\$414,059</u>
-----------------------	------------------

**CLERK**

**PERSONNEL**

Salaries	\$122,000
Social Sec.	\$10,000
Municipal Retirement Fund	\$9,000
Health Insurance	\$83,000
Dental Insurance	\$1,000
Life Insurance	\$250
<b>TOTAL PERSONNEL</b>	<u>\$225,250</u>

**CONTRACTUAL SERVICES**

Conferences-Meetings	\$2,000
Dues-Subscriptions	\$400
Print Management	\$1,850
Mileage-Travel-Lodging Expense	\$1,500
Honor Flight	\$1,000
Postage	\$10,000
Printing-Publishing	\$300
Computer Tech Support	\$4,400
Staff Training	\$400
Hunting/Fishing License	\$1,500
License Plate Stickers	\$25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$48,350</u>

**COMMODITIES**

Miscellaneous	\$100
Office Supplies/Small Equipment	\$1,500
<b>TOTAL COMMODITIES</b>	<u>\$1,600</u>

<b>TOTAL CLERK</b>	<u>\$275,200</u>
--------------------	------------------

**OFFICE OF EMERGENCY MANAGEMENT**

**PERSONNEL**

Salaries	\$20,000
Social Security	\$1,600
Uniforms	\$200
<b>TOTAL PERSONNEL</b>	<u>\$21,800</u>

**CONTRACTUAL SERVICES**

Conferences/Meetings	\$100
Dues/Subscriptions	\$400
Utilities	\$4,000
Special Programs	\$100
Telecommunications	\$1,000
Staff Training	\$1,200
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$6,800</u>

**COMMODITIES**

Office Supplies/Small Equipment	\$100
Operating Supplies	\$10,000
Disaster Operations Supplies	\$500
<b>TOTAL COMMODITIES</b>	<u>\$10,600</u>

**OTHER EXPENDITURES**

Volunteer Insurance	\$800
Vehicle Expense	\$2,500
<b>TOTAL OTHER EXPENDITURES</b>	<u>\$3,300</u>

**CAPITAL OUTLAY**

Building	\$2,500
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$2,500</u>

<b>TOTAL OFFICE OF EMERGENCY MANAGEMENT</b>	<u>\$45,000</u>
---	-----------------

**MAINESTAY YOUTH AND FAMILY SERVICES**

**PERSONNEL**

Salaries	\$350,000
Social Security	\$27,000
Municipal Retirement Fund	\$24,500
Health Insurance	\$90,000
Dental Insurance	\$1,700
Life Insurance	\$400
<b>TOTAL PERSONNEL</b>	<u>\$493,600</u>

**CONTRACTUAL SERVICES**

Community Education	\$150
Summer Youth Camp	\$16,000
Garage Sale	\$1,000
Conferences-Meetings	\$500
Dues-Subscriptions/Licensures	\$4,700
Print Management	\$1,850
General Insurance-Liability-Bond	\$1,000
Mileage-Travel-Lodging Expense	\$1,000
Postage	\$100
Printing-Publishing	\$500
Special Programs	\$17,000
Computer Tech Support	\$4,500
Consultation/Staff Training	\$1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$49,800</u>

**COMMODITIES**

Training Manuals/Books	\$300
Miscellaneous	\$50
Office Supplies/Small Equipment	\$3,300
<b>TOTAL COMMODITIES</b>	<u>\$3,650</u>

**OTHER EXPENDITURES**

Youth Recreation Fund	\$3,000
<b>TOTAL OTHER EXPENDITURES</b>	<u>\$3,000</u>

<b>TOTAL MAINESTAY YOUTH AND FAMILY SERVICES</b>	<u>\$550,050</u>
--	------------------

**MAINSTREAMERS SENIOR SERVICES**

PERSONNEL

Salaries	\$290,000
Social Security	\$23,000
Municipal Retirement Fund	\$19,000
Health Insurance	\$109,000
Dental Insurance	\$1,500
Life Insurance	\$400
TOTAL PERSONNEL	<u>\$442,900</u>

CONTRACTUAL SERVICES

Conferences-Meetings	\$900
Dues & Licensing Fee	\$6,500
Mileage-Travel-Lodging Expense	\$2,100
Postage	\$1
Printing-Publishing	\$1,850
Special Programs	\$6,500
Computer Tech Support	\$4,500
Print Management	\$1,700
Telecommunications	\$30
TOTAL CONTRACTUAL SERVICES	<u>\$24,081</u>

COMMODITIES

Office Supplies/Small Equipment	<u>\$13,000</u>
TOTAL COMMODITIES	<u>\$13,000</u>

<b>TOTAL MAINSTREAMERS SENIOR SERVICES</b>	<u><u>\$479,981</u></u>
--	-------------------------

Funded Agencies \$477,500

**TOTAL TOWN FUND** \$4,506,393

**GENERAL ASSISTANCE FUND**

BEGINNING BALANCE	\$1,090,433
ESTIMATED REVENUES	
Property Tax	\$800,000
Social Security Reimbursement	\$12,000
Interest Income	\$2,000
Energy Assistance Revenue	\$18,000
<b>TOTAL ESTIMATED REVENUES</b>	<u>\$832,000</u>
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>	\$1,922,433
BUDGETED EXPENDITURES	
Administration	\$464,356
Home Relief	\$205,501
<b>TOTAL ESTIMATED EXPENDITURES</b>	<u>\$669,857</u>
<b>ENDING BALANCE</b>	\$1,252,576

**ADMINISTRATION**

PERSONNEL	
Salaries	\$290,000
IDES	\$1
Social Security	\$22,500
Municipal Retirement Fund	\$20,000
Health Insurance	\$95,000
Dental Insurance	\$1,500
Life Insurance	\$400
Tuition Reimbursement	\$1
<b>TOTAL PERSONNEL</b>	<u>\$429,402</u>

**CONTRACTUAL SERVICES**

Conferences-Meetings	\$550
Accounting Services	\$9,000
Dues-Subscriptions	\$1
Print Management	\$1,850
General Insurance-Liability-Bond	\$7,500
Hearing Officer	\$1
Legal Services	\$1
Mileage-Travel-Lodging Expense	\$750
Postage	\$3,000
Printing-Publishing	\$300
Computer Tech Support	\$4,500
Staff Training	\$1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$28,453</u>

COMMODITIES

Miscellaneous	\$1
Office Supplies/Sm. Equipment	\$3,500
<b>TOTAL COMMODITIES</b>	<u>\$3,501</u>

CAPITAL OUTLAY

Computer Software Development	\$3,000
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$3,000</u>

Contingencies

\$5,000

**TOTAL ADMINISTRATION** \$464,356

**HOME RELIEF**

CONTRACTUAL SERVICES

Medical Services	\$500
Ambulance-Paramedic Service	\$1,000
Client Utilities	\$10,000
Dental Services	\$1,000
Emergency Assistance Program	\$5,000
Food	\$60,000
Funeral and Burial Services	\$1
Client Health Insurance	\$500
Prescription Drugs	\$1,500
Shelter-Rent	\$100,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$179,501</u>

COMMODITIES

Personal Essentials	\$25,000
Transient	\$1,000
<b>TOTAL COMMODITIES</b>	<u>\$26,000</u>

**TOTAL HOME RELIEF** \$205,501

**TOTAL GENERAL ASSISTANCE FUND** \$669,857

<b>1. GENERAL TOWN FUND</b>	\$4,506,393
<b>2. GENERAL ASSISTANCE FUND</b>	\$669,857
<b>TOTAL</b>	\$5,176,250

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectfully in Section 1 and Section 2 constituting the total appropriations & ending balance the amount of (\$5,176,250) five million one hundred and seventy six thousand two hundred and fifty for the fiscal year March 1, 2024 to February 28, 2025 and that Section 3 shall be and is the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force effect from and after this date.

Section 4: A certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

Adopted in a meeting assembled on February 29, 2024 by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois pursuant to a roll call vote as follows:

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_

AYE      NAY      ABSENT      \_\_\_\_\_  
Trustees

AYE      NAY      ABSENT      \_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Clerk



## Memo

**To:** Elected Officials

**From:** Eva Magnowski, Chief Deputy Clerk

**Date:** January 30, 2024

Please find attached the two Resolutions for 2024-2025 Schedule of Regular Board Meetings. The Board meeting in December 2024 falls on New Year's Eve, therefore I prepared one extra resolution with an alternative date that would be Monday, December 30, 2024.

**RESOLUTION NO. 2024-1**

**SCHEDULE OF REGULAR BOARD MEETINGS**

**BE IT RESOLVED** by the Board of Trustees of Maine Township that the following is the schedule of Regular Board Meetings for the Budget Year commencing March 1, 2024 to February 28, 2025:

**2024**

March 26<sup>th</sup>  
April 30<sup>th</sup>  
May 28<sup>th</sup>  
June 25<sup>th</sup>  
July 30<sup>th</sup>  
August 27<sup>th</sup>  
September 24<sup>th</sup>  
October 29<sup>th</sup>  
November 26<sup>th</sup>  
December 30<sup>st</sup>

**2025**

January 28<sup>th</sup>  
February 25<sup>th</sup>

All meetings are on the last Tuesday of the month, at 7:00 p.m. However, the Board Meeting on Tuesday, December 31<sup>st</sup> had to be rescheduled to Monday, December 30<sup>th</sup> due to the New Year's Eve. The Board meetings take place at the Maine Township Town Hall, 1700 Ballard Road, Park Ridge, IL 60068.

Adopted this 30<sup>th</sup> day of January 2024.

\_\_\_\_\_  
KAREN J. DIMOND, Supervisor

\_\_\_\_\_  
KIMBERLY JONES, Trustee

\_\_\_\_\_  
JAMES MAHER, Trustee

\_\_\_\_\_  
KELLY HORVATH, Trustee

\_\_\_\_\_  
ASIF MALIK, Trustee

Attest:

\_\_\_\_\_  
PETER GIALAMAS, Clerk

**RESOLUTION NO. 2024-1**

**SCHEDULE OF REGULAR BOARD MEETINGS**

**BE IT RESOLVED** by the Board of Trustees of Maine Township that the following is the schedule of Regular Board Meetings for the Budget Year commencing March 1, 2024 to February 28, 2025:

**2024**

March 26<sup>th</sup>  
April 30<sup>th</sup>  
May 28<sup>th</sup>  
June 25<sup>th</sup>  
July 30<sup>th</sup>  
August 27<sup>th</sup>  
September 24<sup>th</sup>  
October 29<sup>th</sup>  
November 26<sup>th</sup>  
December 31<sup>st</sup>

**2025**

January 28<sup>th</sup>  
February 25<sup>th</sup>

All meetings are on the last Tuesday of the month, at 7:00 p.m. and take place at the Maine Township Town Hall, 1700 Ballard Road, Park Ridge, IL 60068.

Adopted this 30<sup>th</sup> day of January 2024.

\_\_\_\_\_  
KAREN J. DIMOND, Supervisor

\_\_\_\_\_  
KIMBERLY JONES, Trustee

\_\_\_\_\_  
JAMES MAHER, Trustee

\_\_\_\_\_  
KELLY HORVATH, Trustee

\_\_\_\_\_  
ASIF MALIK, Trustee

Attest:

\_\_\_\_\_  
PETER GIALAMAS, Clerk



## Memo

To: Elected Officials

From: Victoria Rizzo, Deputy Administrator

Date: January, 2024

### Interactive Display Solution

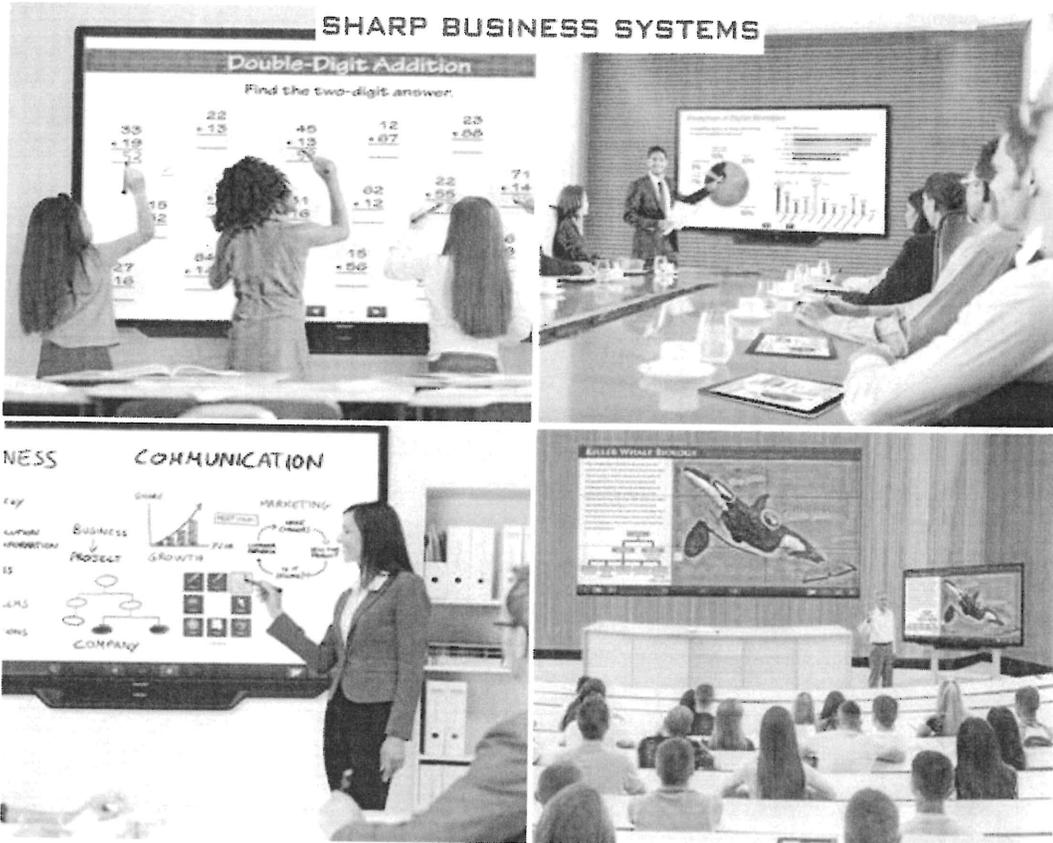
At the October 24, 2023 board meeting, there was a discussion about options for procuring additional interactive displays (digital whiteboards) to better meet the needs of the facility. It was discussed that information and pricing would be obtained for the following:

1. Lease of wall mounted and mobile unit – pricing for combination or separate
2. Purchase of wall mounted and mobile unit - pricing for combination or separate
3. Product recommendations, options for service, install and other fees
4. Warranty details

Attached are the responses to requests from four vendors which we will review at the board meeting. Please let me know if you have any questions or need additional information.

# SHARP®

SHARP BUSINESS SYSTEMS



Presented by:  
**Chris Burnett**  
Visual Solutions Specialist

Sharp Electronics Corp Proposal Date: January 25<sup>th</sup>, 2024

**SHARP BUSINESS SYSTEMS GUIDING PRINCIPLES:**

- We seek first to serve.
- We operate our business in a manner that would make our parents proud.
- If we commit to something, we follow through.
- Each staff member is empowered to make a decision that benefits our client.
- We gladly forfeit short-term gains that would not be in the best interest of our clients.



01/25/2024

We extend our gratitude to you for granting Sharp the opportunity to share our recommendations aimed at enhancing technology and workflow within Maine Township. We are thrilled about the possibility of establishing a new business partnership with Maine Township. Our distinctive Sharp toolbox and consultative approach set us apart, offering unparalleled support to elevate Maine Township's capabilities in these various areas:

- Direct-View LED, multi-display presentation systems
- **Audio/Video**
- Projector
- **Interactive touch screen**
- Digital Signage
- Conference Technology
- Printing Hardware
- IT services
- VOIP
- Computers
- Monitors

Again, thank you for the opportunity to submit our recommendation for your technology needs.

Sincerely,

*Chris Burnett*

Chris Burnett  
Visual Solutions Specialist  
Sharp USA- Sharp Business System Midwest  
Direct: 630-235-2592  
christopher.burnett@SharpUSA.com

# WHY SHARP- How We Operate

## *Our Vision Statement*

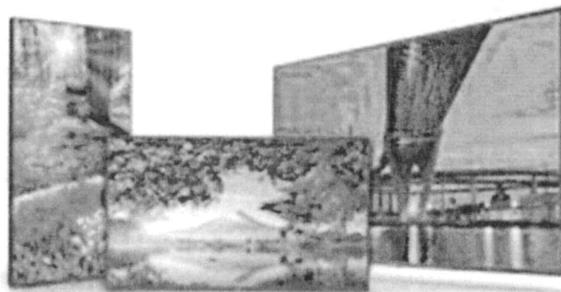
*We solve business challenges of our customers with innovative technology and solutions through local, caring people and turn our customers into fans by exceeding their expectations.*

## **Guiding Principles**

1. We seek first to serve.
2. We operate our business in a manner that would make our parents proud.
3. If we commit to something, we follow through.
4. Each staff member is empowered to make a decision that benefits our client.
5. We gladly forfeit any short-term gain that would not be in the best interest of our client for a long-term relationship.
6. We give back to the community generously because it is the right thing to do.

## **Most importantly, it is our goal to become your TRUSTED PARTNER!**

We are personally invested in ensuring your ongoing satisfaction, not just with our products and technology, but also with our continuous customer service. Our aim is to build a strong relationship with our partners so that when inevitable issues arise, you can confidently reach out and report them to your Account Managers, dedicated Service Technicians, IT Technicians, Customer Service Specialists, or any other members within our organization. Our goal is to provide a seamless and supportive experience for you.



# ONE STOP FOR YOUR OFFICE TECHNOLOGY

Sharp customers have direct access to numerous offerings under one roof.

## Document

Multifunction Printers  
Automated Device Support (Sharp MiCAS)  
Managed Print Services  
Mobile Printing



## Imaging

Data Capture  
Electronic Content Management  
Workflow Automation



## Collaboration

AQUOS BOARD® Interactive Display Systems  
Professional Displays  
Video Walls  
Digital Signage Software  
Video Conferencing



## Network

Cybersecurity  
Remote Monitoring and Management  
Backup & Disaster Recovery  
Helpdesk  
Network Hardware  
Dynabook Workstations



107

Years of Innovation



1,600+

U.S. Employees



50+

SBS Offices Nationwide



375+

Network of Sharp Authorized  
Service Providers

# SHARP'S PROPOSED 86" inch Interactive Display

QTY	Model	Equipment Description
1	PN-LC862	86" UHD, 4K Aquos Board Interactive Display
1	CPU	Windows 11 Conferencing i5 PC
1	Software	Microsoft Office Home and Business
1	Peerless	Serviceable Video Display Mount w/ Quick Release
1	Peerless	Accessory Shelf
1	Yamaha	Enterprise Sound Bar
1	Mounting Dream	Sound Bar Mounting Bracket
1	DinoFire	Presentation Remote Clicker
1	Protector	Juice Goose Surge Protector
1	Cables / Hardware	Various Cables / Hardware
1	Training	Training
1	Delivery	Delivery to site
1	Labor	Installation Labor
1	Warranty	On-site 3 yr. Warranty incl



**Purchase Price**

**\$9,445.44**

Sharp Solution	36-Mo. lease	48-Mo. lease	60-Mo. lease
<b>86" interactive display</b>	<b>\$346.93 \$1 buyout</b>	<b>\$273.82 \$1 buyout</b>	<b>\$227.92 \$1 buyout</b>
	<b>\$311.80 FMV</b>	<b>\$213.85 FMV</b>	<b>\$210.83 FMV</b>

APPLICABLE TAXES ARE NOT INCLUDED  
PRICING IS ONLY GOOD FOR 30 DAYS

# SHARP'S PROPOSED 75" inch Interactive Display

QTY	Model	Equipment Description
1	PN-LC752	75" UHD, 4K Aquos Board Interactive Display
1	CPU	Windows 11 Conferencing i5 PC
1	Software	Microsoft Office Home and Business
1	Sharp	Rolling Cart
1	Sharp	Accessory Tray
1	Yamaha	Enterprise Sound Bar
1	Mounting Dream	Sound Bar Mounting Bracket
1	DinoFire	Presentation Remote Clicker
1	Protector	Juice Goose Surge Protector
1	Cables / Hardware	Various Cables / Hardware
1	Training	Training
1	Delivery	Delivery to site
1	Labor	Installation Labor
1	Warranty	On-site 3 yr. Warranty incl



## Purchase Price

**\$8,055.40**

Sharp Solution	36-Mo. lease	48-Mo. lease	60-Mo. lease
<b>75" interactive display</b>	<b>\$295.87 \$1 buyout</b>	<b>\$233.53 \$1 buyout</b>	<b>\$194.38 \$1 buyout</b>
	<b>\$265.91 FMV</b>	<b>\$182.38 FMV</b>	<b>\$179.80 FMV</b>

APPLICABLE TAXES ARE NOT INCLUDED  
PRICING IS ONLY GOOD FOR 30 DAYS

# WARRANTY PROGRAM

---

## Sharp's Warranty Program Includes:

### DELIVER EXCEPTIONAL RESULTS BY PROVIDING THESE KEY ADVANTAGES:

- All labor & parts associated with installation.
- Delivery and installation of all system components/software included.
- Three-year on-site warranty on all hardware
- Three-year on-site warranty on all installation
- Lifetime Training Included on all hardware.
- Three Smart software integration with the Sharp/NEC touch screen training session for 3 hours each included.
- Delivery and installation
- Local accountability
- Stability of manufacturer in changing industry climate

### OPTIONAL EQUIPMENT

### OPTIONAL WARRANTY EXTENSION

- An additional two-year warranty \$599

# SHARP'S SUPPORT TEAM

---

## Sales Support Team

<b>Major Account Executive</b>	<b>Wayne Bell</b>	<b>(708) 244-7545</b>
<b>General Manager</b>	<b>Jeremy Fordemwalt</b>	<b>(630) 613-5301</b>
<b>General Sales Manager</b>	<b>J.R Ashe</b>	<b>(773) 355-1517</b>
<b>Visual Solutions Specialist</b>	<b>Chris Burnett</b>	<b>(630) 235-2592</b>

## IT Support Team

<b>IT General Manager</b>	<b>Russell Zimny</b>	<b>(800) 400-2679</b>
<b>IT Field Manager</b>	<b>Jason Howard</b>	<b>(317) 775-3129</b>
<b>Help Desk Administrator</b>	<b>Michael Richard</b>	<b>(800) 400-2679</b>

## Service Support Team

<b>Branch Service Supervisor</b>	<b>Tom Hausier</b>	<b>(630) 532-4323</b>
<b>Vice President of Service</b>	<b>Joel Satkamp</b>	<b>(317) 813-1585</b>
<b>Service Call</b> (Hardware or Network)	<b>Please have I.D. # ready</b>	<b>(800) 400-2679</b>
<b>Supplies</b>	<b>Please have I.D. # ready</b>	<b>(800) 400-2679</b>
<b>Billing Questions</b>	<b>Please have I.D. # ready</b>	<b>(800) 400-2679</b>
<b>Training</b>	<b>Please have I.D. # ready</b>	<b>(800) 400-2679</b>

## IMPLEMENTATION PLAN

Our goal is to facilitate a smooth rollout and rapid adoption of your new technology by following the implementation plan below.

Action Items	Date	Brief Description of Actions
<b>Approval to Proceed</b>		<ul style="list-style-type: none"> <li>▪ Signed agreements including credit application</li> </ul>
<b>Digital Site Survey</b>		<ul style="list-style-type: none"> <li>▪ Our IT department will contact you via phone to gather information for a site survey including network information and electrical outlet requirements.</li> </ul>
<b>Delivery Arrangements</b>		<ul style="list-style-type: none"> <li>▪ Delivery tickets turned into our operations department.</li> <li>▪ Confirmed delivery date.</li> <li>▪ "Return Authorization" letter for old equipment pickup.</li> <li>▪ Client contacted two days prior to delivery to finalize arrangements</li> </ul>
<b>Delivery</b>	Within 2 weeks of credit approval and signed paperwork	<ul style="list-style-type: none"> <li>▪ Delivery</li> <li>▪ Basic user copying/printing/fax training</li> </ul>
<b>Networking</b>	Delivery day	<ul style="list-style-type: none"> <li>▪ Systems connected to network.</li> <li>▪ Drivers installed on up to 5 workstations (If more than 5 users will be connected, additional users should be done by your IT staff or planned to be connected at a future date following initial set-up)</li> </ul>
<b>Training</b>	Delivery day	<ul style="list-style-type: none"> <li>▪ Comprehensive end user and key operator training performed by Account Executive</li> </ul>
<b>Follow Up</b>	Within 1 week of delivery	<ul style="list-style-type: none"> <li>▪ Client Relationship Manager to schedule follow-up training and deliver welcome packets</li> </ul>

Warehouse Direct Network Services Division  
Interactive Display Solution-RFQ

**For: Maine Township – January 2024**

**Prepared By: Bob Nicolin – 224-523-3612**

**(1) PROMETHEAN ActivePanel – 86” (4) Pens, (1) Active Pen, (1) Capture Card, (1) Logitech K400 Keyboard, (2) NFC Cards, VESA Mount, WiFi Module & Cable pack included.**

**(1) PROMETHEAN ActivePanel – 75” (4) Pens, (1) Active Pen, (1) Capture Card, (1) Logitech K400 Keyboard, (2) NFC Cards, VESA Mount, WiFi Module & Cable pack included.**

**(1) Mobile Stand for 75” Panel**

**(1) Mobile Stand Laptop Tray for 75”**

**(2) Promethean Intel I7-Computers with Windows installed-See attached specification sheet**

**(2) Promethean ActivSoundbar**

**(1) Lowell Accessory Shelf – 18Wx14D**

**(2) (5) Year On Site Support for both Panels**

**INCLUDED:**

**WiFi Ready**

**HDMI Connections**

**USB Connections**

**Bluetooth Ready**

**Product Training**

***See attached specification sheets for complete descriptions of ALL Products***

**Page 2**  
**Maine Township**  
**Interactive Display Solution**  
**January 2024**

**Option I: Lease Pricing: 60 month Lease Price; includes delivery, install, training, (5) year warranties: *\$343.22 a month.***

**Option II: Outright Purchase Price: includes delivery, install, training, (5) year warranties: *\$16,599.74.***

**Purchase price for 86" ActivePanel, this includes the mini PC, Intel I7 model attached to the Board - *\$7,418.22.***

**Purchase price for 75" ActivePanel, this includes the mini PC, Intel I7 model attached to the Board - *\$5,835.30.***

***Stand and Laptop Tray for the 75" ActivePanel - \$563.00.***

***Promethean Active SoundBar – \$149.00 each – total for (2) - \$298.00.***

***Onsite Support for 75"-(5) Years: \$270.00.***

***Onsite Support for 86": -(5) Years: \$390.00.***

***Lowell Wall Shelf for 86" - \$184.22.***

***Assembly/Install for 86" on wall, and 75" on mobile stand and all peripherals - \$1,641.00.***

***Option I; Lease Pricing-Includes ALL items listed above.***

**Page 3**  
**Maine Township**  
**Interactive Display Solution**  
**January 2024**

**Lead time for Products: 2-3 Weeks.**

**Tax Exempt Certificate from the State of Illinois will also be required.**

**Lease Pricing is *\$1.00 Buyout; at the end of the 60 month term, the equipment is OWNED for \$1.00.***

**WAREHOUSE DIRECT NETWORK SERVICES DIVISION**  
**2001 S. MT. PROSPECT ROAD**  
**DES PLAINES, IL 60018**  
**BOB NICOLIN – 224-523-3612.**



**Equipment Lease Agreement**

Marlin Leasing Corporation dba PEAC Solutions ("PEAC", "We" or "Us"):  
 300 Fellowship Road, Mt. Laurel, NJ 08054 | P: 888-479-9111 | F: 888-479-1100 | www.peacsolutions.com

**DESCRIPTION OF LEASED EQUIPMENT ("PRODUCTS") (Include quantity, make, model, serial number, and accessories. Attach schedule if necessary.)** **MUST BE COMPLETED**

**CUSTOMER ("YOU")** **App#**

Company Name (Exact business name): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Street City County State Zip  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Federal Tax ID#: \_\_\_\_\_  
 Corp.  LLC  Partnership  Prop. State of Inc/Org: \_\_\_\_\_  
 Product Location: \_\_\_\_\_ Vendor Phone #: \_\_\_\_\_  
 Vendor: \_\_\_\_\_ Address: \_\_\_\_\_

Term (Mos.)	Total No. of Payments	Amount of Each Payment \$ (Plus applicable taxes)	Advance Rentals \$ First ___ and Last ___ Mos.	Security Deposit \$	Payment Frequency	Purchase Option

**TERMS OF AGREEMENT BELOW - TO REVIEW THE USPA FEDERAL LAW DISCLOSURE - PLEASE VISIT: [www.peacsolutions.com/USPA](http://www.peacsolutions.com/USPA)**

1. You want to acquire the Products from the above vendor. You want PEAC to buy them and lease them to you. This Agreement will begin when the Products are delivered to you and will continue for the entire Agreement Term plus any interim period. You will unconditionally pay us all amounts due, without any right to set-off. If we do not receive your Payment by its due date, there will be a late fee equal to 15% of the late amount (or, if less, the maximum amount allowable under law) which you agree is a reasonable estimate of the costs we incur with respect to late Payments and is not a penalty. Upon your request, we will waive the first assessed late charge. We may charge you (i) a partial Payment (interim rent) for the time between delivery and the due date for the first regular Payment and (ii) a one-time documentation fee up to \$550. You agree that we may adjust the Payment amount if the final Products cost varies by up to 15% from the amount the Payment was based upon. This Agreement is not binding on us until we sign it. You agree a scanned, facsimile, or electronic copy of this Agreement and of your signature will be considered as good as an original and admissible in court as conclusive evidence of this Agreement. Our copy of this Agreement will be deemed chattel paper and evidence your monetary obligation to us.

2. (a) You may purchase all of the Products for the above Purchase Option amount. Unless your Purchase Option is \$1.00, you will give us written notice between 60 and 90 days before the expiration of the initial Agreement Term (or any renewal term) of your intention to return or purchase the Products. After you have (i) paid all amounts owing under the Agreement and (ii) given us the proper and timely notice, then at the end of the Agreement Term, you shall return the Products pursuant to the instructions we provide to you. You agree to reimburse us for our costs to refurbish returned Products for damage beyond normal wear and tear. You are solely responsible for removing all data/images stored on the Products prior to the Products return. If you fail to notify us as provided herein, this Agreement will extend on a month-to-month basis, until you have given at least 60 days written notice of your intention to return or purchase the Products. (b) You have paid us one or more advance payments and/or a security deposit in the amount(s) indicated above. If the Agreement does not commence for reasons other than our own negligence, we may retain such monies to compensate us for our credit and other administrative costs. You agree the security deposit will not bear interest and that we may apply it to any amount owed to us, and if we do so, you agree to restore it to its original amount. You may request the return of the security deposit only after all of your obligations under this Agreement have been met in full.

3. You alone selected the vendor and the Products. You asked us to buy the Products. We are not related to the vendor, and we cannot get a refund, nor is the vendor allowed to waive or modify any term of this Agreement. Therefore, the Agreement cannot be canceled by you for any reason, even if the Products fail or are damaged and it is not your fault. We are leasing it to you "as is" and we disclaim all express and implied warranties, including any warranty of merchantability or fitness for a particular purpose. You are responsible for installation and all service. The vendor may have given you warranties. You may contact the vendor to get a statement of any warranties. We assign to you any warranties the vendor may have given us. You shall settle any dispute regarding the Products performance directly with the vendor. You promise that the Products will be used only for business and not for personal, family or household purposes. You will keep and use the Products only at the above address, not move or return them prior to the end of the Agreement Term and will not allow the Products to be used outside of the United States. Your Payment may include amounts you owe to the vendor under a separate maintenance, service and/or supply arrangement. We may invoice such amounts on the vendor's behalf for your convenience. You agree that any claims related to maintenance, service or supplies will not impact your obligation to pay us the full amount due under this Agreement. You agree that as to any software: we have not had, do not have, nor will have any title to such software but will have all rights of a secured party under the UCC and a continuing security interest in the license.

4. You will be in default under this Agreement if any of the following occur: (a) you fail to make any Payment or fail to pay any other amount due under this Agreement by its due date; (b) you fail to comply with any other term or condition of this Agreement or any other agreement between us, or fail to perform any obligation imposed upon you relating to this Agreement or any such other agreement; or (c) you become deceased (if the Customer entity under this Agreement is one or more natural persons), go out of business, admit your inability to pay your debts as they fall due, become insolvent, make an assignment for the benefit of your creditors, file (or have filed against you) a petition in bankruptcy, a trustee or receiver of your business assets is appointed, or you sell all or substantially all of such assets; (d) you allow a controlling interest in the Customer (you) to be sold, transferred, or assigned to any person(s) or entity(ies) other than those who hold a controlling interest as of the date hereof whether by merger, sale or otherwise; (e) you enter into any merger or reorganization in which the Customer is not the surviving entity; or (f) you allow a Blocked Person to have ownership interest in or control of Customer. "Blocked Person" means any person or entity that is now or at any time (A) on a list of Specially Designated Nationals issued by the Office of Foreign Assets Control ("OFAC") of the United States Department of the Treasury or any sectoral sanctions identification list, or (B) whose property or interests in property are blocked by OFAC or who is subject to sanctions imposed by law, including any executive order of any branch or department of the United States government or (C) otherwise designated by the United States or any regulator having jurisdiction or regulatory oversight over PEAC, to be a person with whom PEAC is not permitted to extend credit to or with regard to whom, a Customer relationship may result in penalties against PEAC or limitations on a lender's ability to enforce a transaction.

5. In the event you default under this Agreement, as defined above, we will have the right to take ANY OR ALL of the following actions, in addition to any and all other remedies that may be available to us under law: (i) you authorize us to debit, via the ACH system, any Payment(s) due or amounts owed to us (including the Lender's Loss) from any bank account(s) we have on file for you or that you may provide us with from time to time (and in our doing so, you agree to be bound by NACHA Operating Rules); (ii) repossess or disable the Products, and/or (iii) file a lawsuit against you to collect the Lender's Loss. The "Lender's Loss" means the sum of (1) all past due rent then due, plus (2) all rent that will become due in the future during the unexpired term discounted from the dates the respective Payments would be due at a discounted rate of 3% per annum, plus (3) the "residual value" of the Products as determined by us in our sole but reasonable judgment, plus (4) all other fees, charges, taxes or amounts that are then due. You agree to pay all of our reasonable legal costs, including but not limited to reasonable attorney's fees, and reasonable overhead for employee time spent on preparing for suit or attempting to collect Payments. You agree to pay (i) a convenience fee for any Payment you elect to make by telephone and (ii) a charge of \$30 if any Payment made by ACH or check is dishonored or returned. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania (where we have an office and accepted this Agreement). You agree that any suit relating to this Agreement shall be brought in a state or federal court in Pennsylvania. You irrevocably consent and submit to the jurisdiction of such courts, and you waive any claim that any such court is an inconvenient or improper forum. Each party waives any right to a jury trial. We will have title to the Product at all times. This is a "true lease" and not a loan or installment sale. You grant us a first priority security interest in the Products and authorize us to file Uniform Commercial Code ("UCC") financing statements (in case this is later determined not to be a "true lease"). You agree this is a "finance lease" under Article 2A of the UCC. You waive all UCC rights and remedies you may have, including those in Sections 2A-508 through 2A-522.

6. You must pay us for all sales, use, property, and other taxes relating to the Agreement and the Products. We may adjust this Agreement and the Payment to finance for you any taxes and fees due at Agreement inception. We may bill you based on our estimate of the taxes and fees. We may charge you an annual property tax administration fee up to \$25. Unless we have given you a written option to buy the Products at the end of the Agreement Term for \$1.00, we will be entitled to all tax benefits. If you do anything to disallow our getting these benefits, you will promptly indemnify (pay) us an equivalent amount. If we gave you a \$1.00 purchase option, we may require you to file all personal property tax returns. You accept all risks of loss, injury or damage caused by the Products and shall indemnify us for all suits and other liabilities arising from the same. This indemnity will continue even after the Agreement has ended. You must maintain acceptable liability insurance naming us as "additional insured". You must keep the Products insured against all risks of loss in an amount equal to the replacement cost and have us listed on the policy as "loss payee." If you do not give us proof of the required insurance within 30 days after the Agreement commences, then depending on the original Products cost we may, but are not obligated to, obtain insurance to cover our interests and charge you a fee for such coverage (including a monthly administration fee and a profit to us). You can cancel the insurance coverage fee at any time by delivering the required proof of insurance.

7. You may not sell, transfer, assign or sublease the Products or Agreement to anyone else without our prior written approval. You agree to keep the Products free and clear of all liens and claims. We may sell or transfer our interests to another entity, who will then have all of our rights but none of our obligations. Those obligations will continue to be ours. The rights we pass on to the new entity will not be subject to any defenses, claims or set-offs you may assert against us. All prior conversations, agreements and representations relating to this Agreement or Products are integrated herein. None of the terms of this Agreement shall be changed or modified except in writing duly executed by you and us. Any action by you against us must be commenced within one year after the cause of action arises or be forever barred. Time is of the essence with respect to the obligations of Customer under this Agreement. Any provision of this Agreement that is unenforceable in any jurisdiction shall, as to the jurisdiction, be ineffective to the extent of such unenforceability without invalidating the remaining provisions of this Agreement, and any such unenforceability in any jurisdiction shall not render unenforceable that provision in any other jurisdiction.

**ACCEPTANCE OF AGREEMENT THIS IS A BINDING CONTRACT. IT CANNOT BE CANCELED. READ IT CAREFULLY BEFORE SIGNING AND CALL US IF YOU HAVE ANY QUESTIONS.**

X  
 Signature of Customer \_\_\_\_\_ Print Name of Signer \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 Accepted and Signed by PEAC \_\_\_\_\_ Print Name of Signer \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTANCE OF DELIVERY - ONLY THOSE AUTHORIZED TO SIGN ON BEHALF OF THE CUSTOMER SHOULD SIGN THIS ACCEPTANCE OF DELIVERY**

I CERTIFY THAT THE PRODUCTS ARE DELIVERED, INSTALLED AND WORKING PROPERLY. I AUTHORIZE PEAC TO PAY THE VENDOR AND COMMENCE THIS AGREEMENT.

X  
 Authorized Signature \_\_\_\_\_ Name and Title (Please Print) \_\_\_\_\_ Date \_\_\_\_\_

# ActivPanel

## Titanium Pro



### DISPLAY

Diagonal Size	70" 4K, 75" 4K, 86" 4K
Screen Type	TFT LCD (Direct LED Backlight)
Aspect Ratio	16:9
Display Area	70" 4K: 1541 x 868 mm (60.7 x 34.2 in) 75" 4K: 1652 x 930 mm (65 x 36.6 in) 86" 4K: 1895 x 1066 mm (74.6 x 41.9 in)
Display Colors	1.07 Billion
Resolution	4K UHD (3840 x 2160 @ 60 Hz)
Response Time	8 ms
Panel Refresh Rate	60 Hz
LED Lifespan	50,000 hours
LCD Viewing Angle	178°
Brightness	70" 4K: 380 cd/m2 75" 4K: 380 cd/m2 86" 4K: 400 cd/m2
Contrast Ratio	4000:1
Ambient Light Sensor	Yes
Glass Hardness	9H (Pencil), 7 (Mohs)
Glass Type	Heat-tempered, Anti-Glare

### INTERACTIVITY

Angled Center Console	Yes, with Power, Volume Control, Menu, Freeze, No Touch, Source Selection Buttons
Touch Technology	Vellum™ Writing Technology
Continuous Touch Points	20
Touch Resolution	32768 x 32768 px
Response Time	≤5 ms
Touch Accuracy	1 mm
Tracking Rate	6 m/s
Scan Rate	200 Hz
Gestures and Edge Swipes	Windows® Supported
Eraser Included (Block Eraser)	1
Pens Included	4 with Rear Erasing Feature
Pen Type	Battery-less Pen
Pen Holder	Integrated Full-length Pen Tray
Pen Tip Diameter	3 mm
Pen and Touch Differentiation	Yes
Pen Identities	2
Palm Detection	Yes
Annotation Over Any Source	Yes
Productivity Apps	Including Whiteboard, Annotate, Timer, Spinner, Screen Capture, Screen Share, Browser, PDF Reader, Media Players
Compatibility	Windows® 8 to 10; OS X® 10.8 to 10.11 macOS® Sierra 10.12.1 or later; Linux® Ubuntu® 18.04 LTS; Chrome OS™

### CONNECTIVITY

OPS Slot	1
HDMI® In (Rear)	2 (2.0)
HDMI In (Front)	1 (2.0)
USB-A 2.0 (Rear)	2
USB Touch (Type B) (Rear)	3
USB Touch (Type B) (Front)	1
USB-A 3.0 (faster data transfer) (Rear)	2
USB-A 3.0 (faster data transfer) (Front)	2
LAN In (RJ45)	1x 10/100/1000 Mbps
LAN Out (RJ45)	1x 10/100/1000 Mbps
RS-232	Yes
Wake-on-LAN	Yes
Wi-Fi® Module	Included, IEEE® 802.11a/b/g/n/ac Wireless, 2x2
Bluetooth®	Yes (4.2)
DP In	1 (1.2)
HDMI Out	1 (2.0)
VGA In	1
VGA Audio In	1
CVBS	1
Mic In (3.5 mm)	1
Headphone	1
Proximity Sensor for Warm Boot	Yes

### INTERNAL COMPUTING

Operating System	Android™ Oreo 8
RAM	4 GB
Internal Storage	64 GB (32 GB x2)
CPU	Quad Core: (2) ARM Cortex A73, (2) ARM Cortex A53
GPU	ARM Mali-G51 MP4

### Optional OPS-M COMPUTING

Device Type	Open Pluggable Specification (OPS)
Operating System	Windows 10 Pro
CPU	10th Gen Intel Core i7
GPU	Intel UHD Graphics (supports 4K @ 60 Hz)
RAM	16 GB DDR4x2, 2666MHz
Internal Storage	256 GB SSD, PCI-e, M.2
Touchscreen Compatibility	Yes

# ActivPanel<sup>®</sup>

## Titanium Pro

### AUDIO

Dual Front Facing, Bass Enhanced	65+” 4K: 2 x15 Watts
Speakers	75” 4K: 2 x15 Watts 86” 4K: 2 x 20 Watts

### POWER

Power Requirements	100V - 240V AC
Power Consumption (Maximum)	70” 4K: 215W 75” 4K: 280W 86” 4K: 370W
Power Consumption (Standby)	<=0.5 W
Ultra-Quiet Fanless Design	Yes

### ENVIRONMENTAL

Operating Temperature	0°C to 40°C (32°F to 104°F)
Storage Temperature	-15°C to 55°C (-5°F to 131°F)
Operating Humidity	20% to 80% non-condensing humidity
Storage Humidity	20% to 90% non-condensing humidity

### PHYSICAL SPECIFICATIONS

Panel Dimensions	70” 4K: 1668 x 1033 x 95 mm (65.7 x 40.7 x 3.7 in) 75” 4K: 1764 x 1089 x 109 mm (69.4 x 42.9 x 4.3 in) 86” 4K: 2014 x 1231 x 109 mm (79.3 x 48.5 x 4.3 in)
Packed Dimensions	70” 4K: 1796 x 1145 x 278 mm (70.7 x 45.1 x 11.0 in) 75” 4K: 1895 x 1200 x 278 mm (74.6 x 47.2 x 11.0 in) 86” 4K: 2140 x 1350 x 278 mm (84.3 x 53.1 x 11.0 in)
Net Weight	70” 4K: 53 kg (117 lbs) 75” 4K: 60 kg (132 lbs) 86” 4K: 75 kg (165 lbs)
Packed Weight	70” 4K: 75.5 kg (166.4 lbs) 75” 4K: 85.5 kg (188.5 lbs) 86” 4K: 101.6 kg (224.0 lbs)
Wall Mount Dimensions	1010 x 720 x 52 mm (39.8 x 28.3 x 2.0 in)
VESA Mount Point	70” 4K: 600 x 400 mm (23.6 x 15.7 in) 75” 4K: 800 x 400 mm (31.5 x 15.7 in) 86” 4K: 800 x 400 mm (31.5 x 15.7 in)

### COMPLIANCE & CERTIFICATION

Regulatory Certifications	CE, FCC, IC, UL, CUL, CB, RCM
Energy Star Certified	70” 4K: Yes 75” 4K: Yes 86” 4K: Yes

### PACKED CONTENTS

What's in the Box	(1) ActivPanel (1) 3M Length HDMI Cable (1) 3M Length USB cable (A-B) (1) 3M Regional Power Cable (1) Remote Control (2) Batteries for Remote Control (4) ActivPanel Pens (1) Block Eraser (1) Sealed Antistatic Bag (4) VESA mount screws (M6) (1) Mini PC Bracket with screws (1) Quick Install Guide (1) Promethean Wi-Fi/Bluetooth Module (Ti) (2) Antenna (1) Promethean Wi-Fi/Bluetooth Module (Ti) User Guide (1) Wall Mount
-------------------	---

### INSTALLATION

The installation of this product should be completed by a qualified installer. Use of components not supplied by Promethean or not meeting minimum specifications may impact performance, safety and warranty. For more information, visit [Support.PrometheanWorld.com](http://Support.PrometheanWorld.com).

### WARRANTY

Warranty term and upgrade options vary by region. Contact your local reseller or distributor for information and visit [PrometheanWorld.com/Warranty](http://PrometheanWorld.com/Warranty).

### SUPPORT

For all Promethean products, visit [Support.PrometheanWorld.com](http://Support.PrometheanWorld.com).

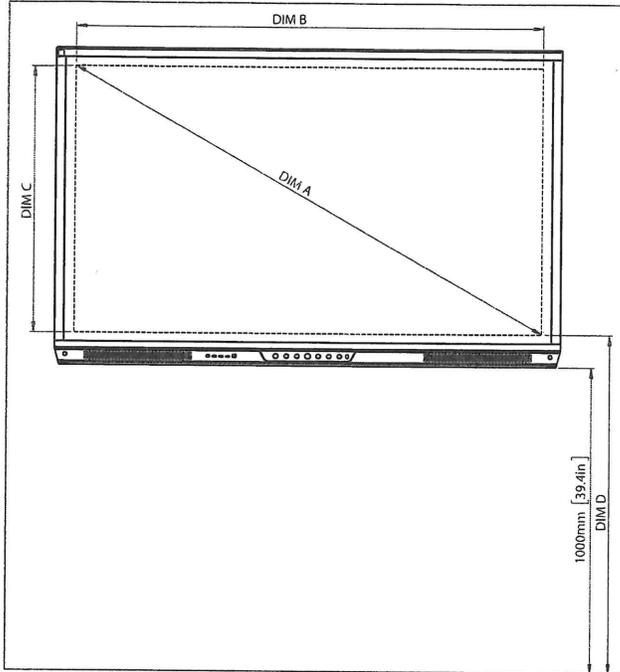
# ActivPanel

## Titanium Pro

### TECHNICAL DRAWINGS

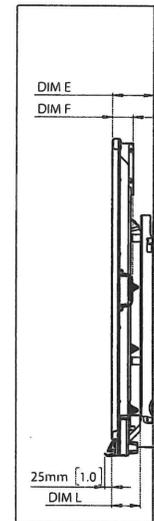
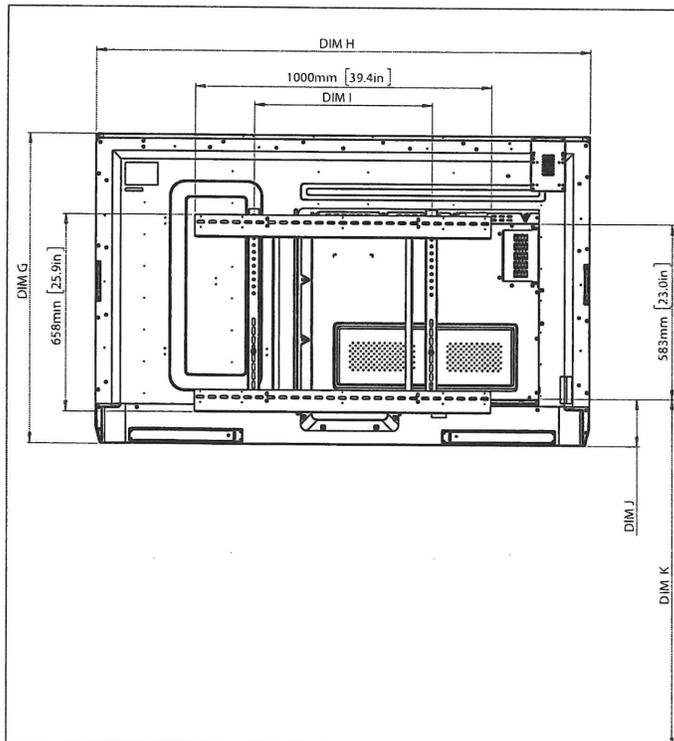
70"

Front



DIM	DIMENSIONS (MM)	DIMENSIONS (IN)
A	1768	70.0
B	1541	60.7
C	867	34.1
D	1107	43.6
E	136	5.4
F	67	2.6
G	1033	40.7
H	1668	65.7
I	600	23.6
J Min	157	6.2
J Max	295	11.6
K Min	1157	45.6
K Max	1295	51.0
L	95	3.7

Back



Side

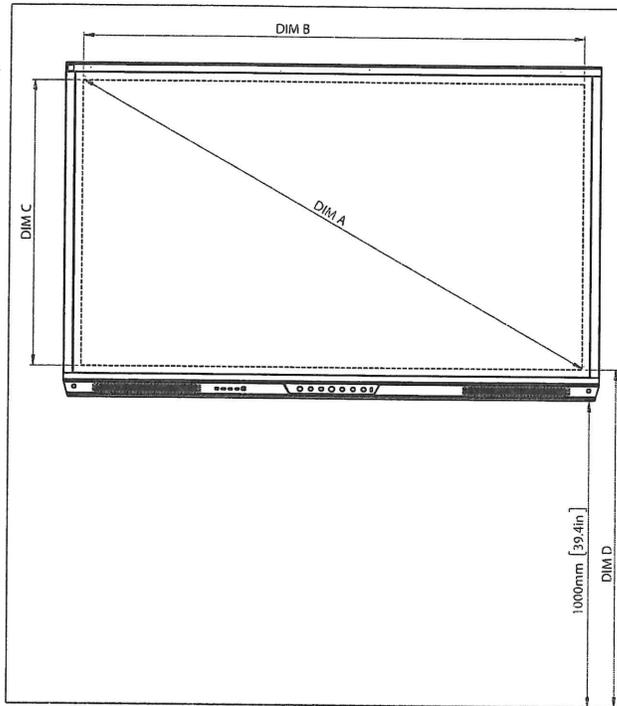
# ActivPanel™

## Titanium Pro

### TECHNICAL DRAWINGS

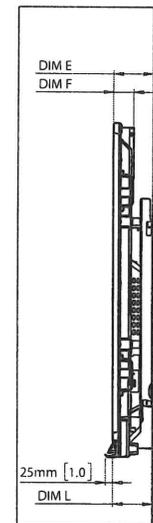
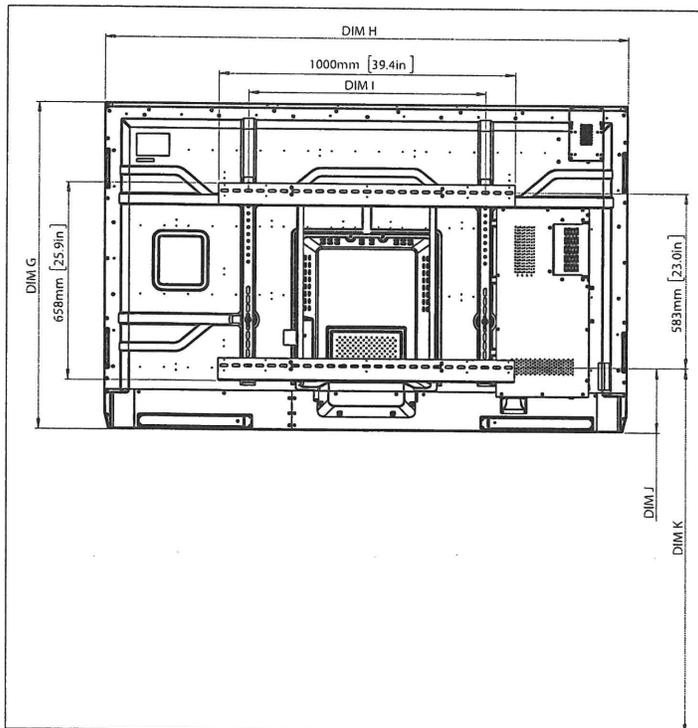
75"

Front



DIM	DIMENSIONS (MM)	DIMENSIONS (IN)
A	1894	75.6
B	1651	65.0
C	928	36.5
D	1103	43.4
E	133	5.2
F	67	2.6
G	1089	42.9
H	1764	69.4
I	800	31.5
J Min	214	8.4
J Max	352	13.9
K Min	1215	47.8
K Max	1353	53.3
L	109	4.3

Back



Side

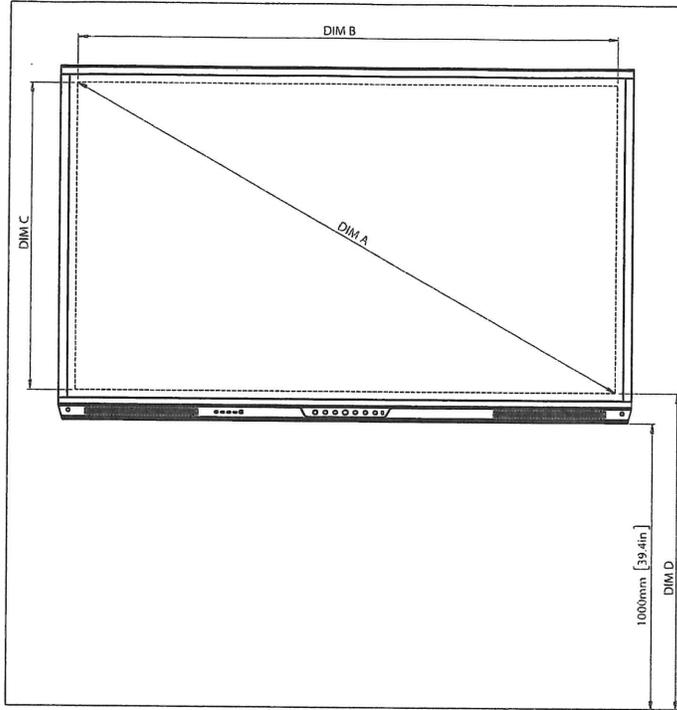
# ActivPanel™

## Titanium Pro

### TECHNICAL DRAWINGS

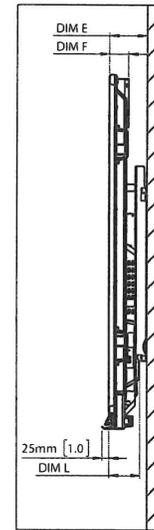
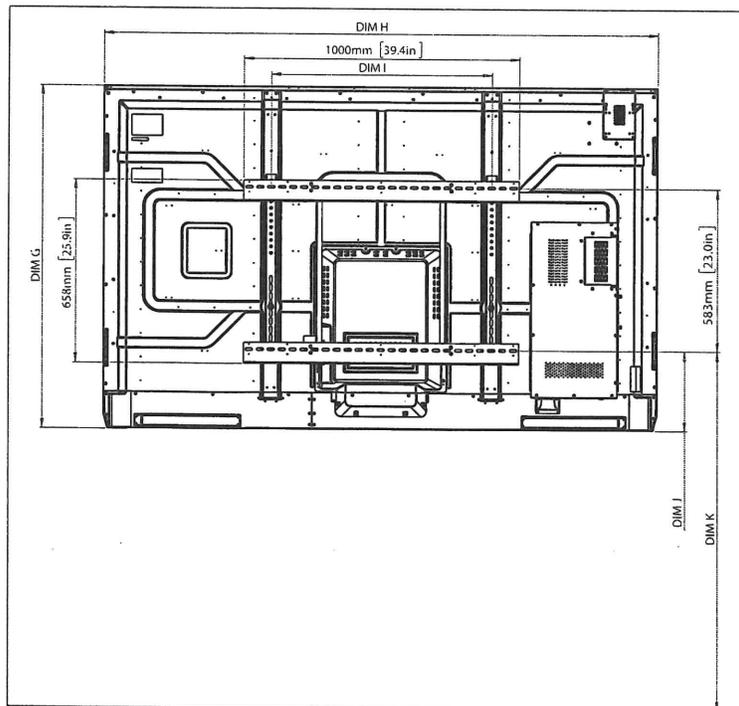
86"

Front



DIM	DIMENSIONS (MM)	DIMENSIONS (IN)
A	2176	85.6
B	1896	74.7
C	1067	42.0
D	1107	43.6
E	134	5.3
F	.67	2.6
G	1231	48.5
H	2014	79.3
I	800	31.5
J Min	286	11.3
J Max	424	16.7
K Min	1286	50.6
K Max	1424	56.1
L	109	4.3

Back



Side

# Promethean OPS-M



## GENERAL SPECIFICATIONS

Device Type	Open Pluggable Specification (OPS)
Operating System	Win 10 Pro
CPU	10th Gen Intel Core i7
GPU	Intel UHD Graphics (supports 4K @ 60 Hz)
RAM	16 GB, DDR4x2, 2666MHz
Internal Storage	256 GB SSD, PCI-e, M.2
Touchscreen Compatibility	Yes
TPM	2.0
Platform	Comet Lake-U

## CONNECTIVITY

HDMI Out	x1 (up to 4K) HDMI 1.4
USB 2.0	x2
USB 3.0	x2
USB Type-C	x1 (USB 3.1 Gen 2)
Headphone	x1
Microphone	x1
Network Connectivity	Integrated 10/100/1000 Mbps, AX200, Wi-Fi 6, Bluetooth® 5.1

## POWER

Power Requirements	12-19 V DC
Power Consumption Maximum	60 W
Power Consumption Standby	0.5 W

## ENVIRONMENTAL

Operating Temperature	0°C to 40°C (32°F to 104°F)
Storage Temperature	-20°C to 60°C (-4°F to 140°F)
Operating Humidity	10% to 95%
Storage Humidity	10% to 90%

## PHYSICAL SPECIFICATIONS

Product Dimensions	200 x 120 x 30 mm (7.9 x 4.7 x 1.2 in)
Packed Dimensions	267 x 214 x 70 mm (10.5 x 8.4 x 0.28 in)
Net Weight	0.7 kg (1.5 lbs)
Packed Weight	1.1 kg (2.4 lbs)

## PACKED CONTENTS

What's in the Box	OPS-M x1, Antenna x2, Installation Guide x1
-------------------	---

## COMPLIANCE & CERTIFICATION

Regulatory Certification	CB, CE, FCC, RCM, UL, RoHS
--------------------------	----------------------------

## WARRANTY

Standard Warranty	3-Year Warranty. For more information, visit <a href="http://PrometheanWorld.com/Warranty">PrometheanWorld.com/Warranty</a> .
-------------------	---

## INSTALLATION

The installation of this product should be completed by a qualified installer. Use of components not supplied by Promethean or not meeting minimum specifications may impact performance, safety and warranty. For more information, visit [Support.PrometheanWorld.com](http://Support.PrometheanWorld.com)

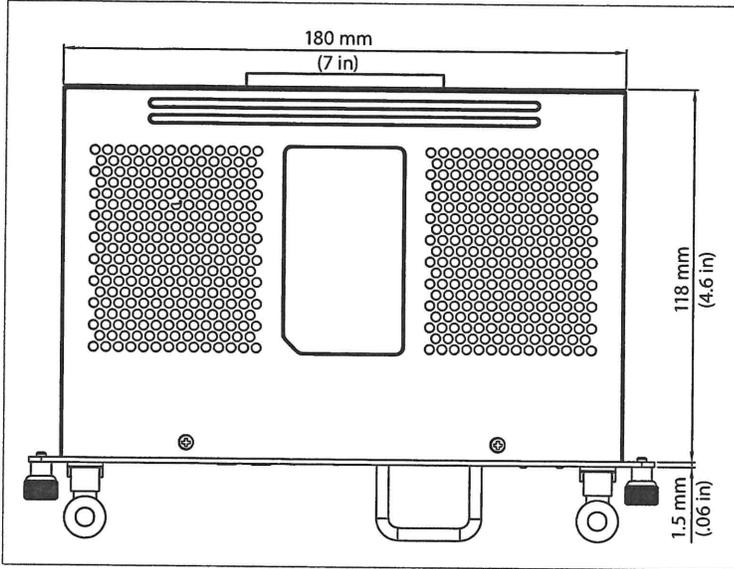
## SUPPORT

For all Promethean products, visit [Support.PrometheanWorld.com](http://Support.PrometheanWorld.com).

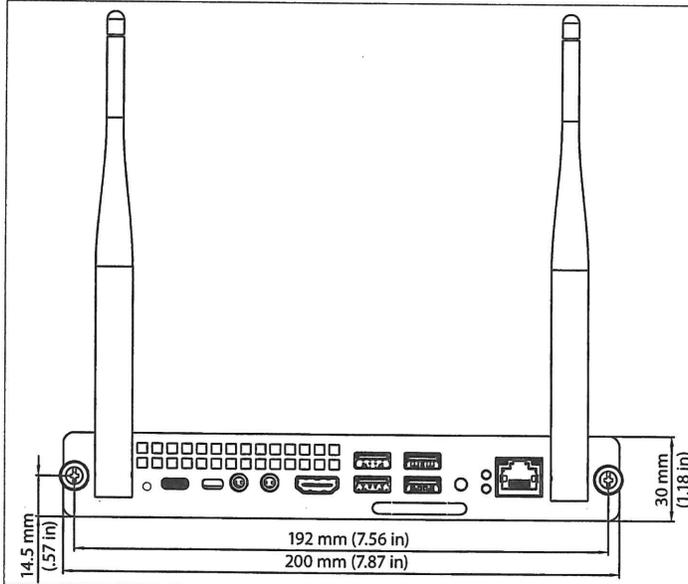
# Promethean OPS-M

## TECHNICAL DRAWINGS

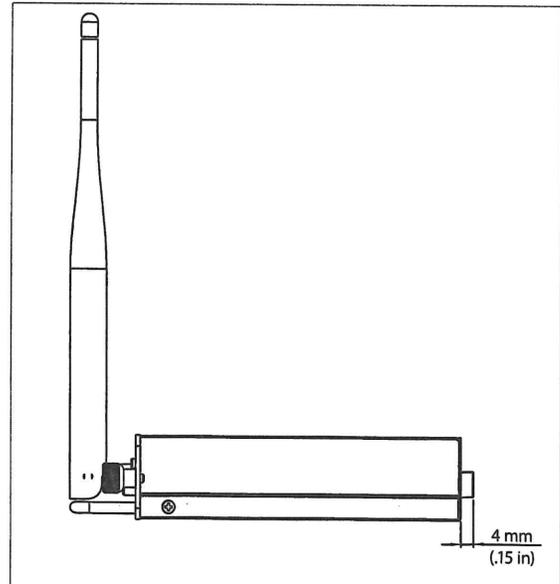
Top



Front



Side



# INTERACTIVE DISPLAY SOLUTION

MAINE TOWNSHIP

ZARRAR KHAN / [ZARRAR@ONESCREEN SOLUTIONS.COM](mailto:ZARRAR@ONESCREEN SOLUTIONS.COM)

# Table of Contents

Cover Letter.....	2
OneScreen T7 .....	3
Comparison with Required Specifications .....	5
Purchase Options .....	6
Option1: 60-month contract lease including installation, delivery, setup, training support and service – price per month and total investment.....	6
Option2: Cash price including delivery installation, delivery, setup, training support and Service.....	7
Warranty and SLA.....	8
Guru Support.....	10
Key Features of OneScreen Guru Support: .....	10
Access Channels:.....	10
Expertise and Availability: .....	10
Training Opportunities: .....	10
Training Categories:.....	10
Training & Technical Support Service Components: .....	10

## Appendix A: Specifications

## Cover Letter

Good Morning Deputy Administrator Victoria,

We are excited to present this proposal introducing OneScreen, a premier smart technology provider specializing in cutting-edge solutions designed to enhance business efficiency. With a proven track record in delivering innovative technology across various sectors, we believe that OneScreen's comprehensive suite of products and services can bring transformative advantages to your business operations.

### **About OneScreen:**

For over a decade, OneScreen has led the market in providing state-of-the-art solutions encompassing interactive touchscreens, integrated learning tools, EdTech support services, and AI. Our commitment to technological excellence and customized business solutions has positioned us as a trusted partner for enterprises nationwide.

### **Tailored Business Solutions:**

At OneScreen, we understand the unique challenges that businesses face. Our range of offerings, from advanced touchscreens to integrated AI solutions, is crafted to meet the specific needs of modern enterprises. We focus on delivering technology that not only enhances productivity but also ensures seamless collaboration and operational excellence.

### **People-Centric Approach:**

OneScreen differentiates itself with a people-centric approach. Our solutions are designed with a deep understanding of business dynamics, ensuring that our technology aligns with the real-world needs of your organization. Our team, including a dedicated Director of Education, maintains strong ties to the business community, guaranteeing solutions that matter most to our clients.

### **Awards and Recognition:**

OneScreen's commitment to excellence is reflected in our achievements. Recognized among the "Top 500 Fastest Growing Companies in the US" by Inc. Magazine, with a remarkable growth rate of 1007% in 2021, we are proud to be leaders in the business technology sector.

### **Diversity and Inclusion:**

As a registered Minority-Owned Business Enterprise in the state of California, OneScreen values diversity and inclusion. We believe in creating solutions that cater to the unique needs of businesses, embracing the diverse landscapes of industries.

We invite your organization to explore the transformative possibilities that OneScreen technology can bring to your business. Our solutions are not just about innovation; they are about elevating efficiency and driving success in today's competitive business environment.

Sincerely,

Zarrar Khan

Projects Manager, OneScreen

# OneScreen T7

## OneScreen Feature Overview:

### **1. Account Management:**

User accounts with Google account integration and cloud drive support.

Personalization options for themes, widgets, and applications.

Log in via QR Code, Email/Password, and NFC card.

Consistent software brand with the touchscreen for seamless support.

### **2. Screen Sharing:**

Cast up to 9 devices simultaneously.

Supports device sharing, including microphone and camera of the interactive display.

Consistent software brand for unified support.

### **3. NFC Card:**

Supports user account logins.

Same brand as the touchscreen for a single source of support.

Priority notifications button for emergency alerts via the interactive display.

### **4. Priority Notification System:**

Real-time alerts with user location through call, email, and text.

Alerts can be sent via NFC card.

Real-time location calculated using the nearest interactive display.

Consistent software brand for unified support.



### **5. Transcription:**

Real-time closed captions for the hearing impaired.

AI-based summarization of captions.

Translation to Spanish available.

Consistent software brand for unified support.

### **6. Formative Assessment:**

Quiz generation tool with AI support.

Integration with Google Drive and Google Forms.

Multiple question types in English and Spanish.

### **7. Support and Training:**

Free, unlimited, on-demand support via live video, audio, and chat.

24/5 support with a 95%+ response rate.

Certified Train-the-Trainer Program.

Support available in Spanish and English.

### **8. Custom Remote-Control Features:**

Quick access to 3 applications/functions.

Voice control and search through Voice Assistant.

**9. Personalization:**

Two default themes for the interactive display.

**10. Gestures:**

Operations and control through gestures captured by the camera.

**11. Display Modes:**

Duplicate or extend screen with additional displays.

Run touchscreen Android OS and external source OS simultaneously via split screen.

**12. Whiteboarding:**

Palm rejection, pressure sensitivity, and three unique inputs.

Save to Google Drive directly.

1-click access to support.

**13. Quiz Generation (Reiterated):** Quiz generational tool for creation and export.

**14. Admin Tools:**

Administration/IT Tools Settings lock, OTA firmware updates, Centralized control, Network settings lock, screen lock, and device cloning.

**15. Meeting Delivery and Capture:**

Run meetings in remote/hybrid/in-person environments.

Conduct polls during sessions.

Stream multiple camera feeds simultaneously.

Real-time analytics on student activity.

Record live meeting with closed captions and AI-generated table of contents.

Cloud storage for recordings with teacher control access.

Windows-based lesson capturing application with Moodle integration.

Support for breakout rooms, file sharing, real-time transcription, public chat, individual chat, hand raises, and AI-based presentation to poll conversion.

OneScreen's feature-rich solution provides a comprehensive and integrated platform for an enhanced educational experience, ensuring seamless support and consistency across various functionalities.

## Comparison with Required Specifications

<b>Required</b>	<b>OneScreen T7</b>
80" and 70" Interactive Display	OneScreen T7 is available in 65, 75, and 86" sizes. *98" and 105" coming soon
USB 2.0 COMPLIANT PORT	Yes. 5x (2x Front 3.0, 2x Rear 3.0, 1x Rear 2.0)
WINDOWS (32 BIT OR 64 BIT VERSION). MULTI OS SUPPORT	Yes. Slot-In OPS provided, allowing users to switch between Windows 11 and Android 13 seamlessly. Windows and Android OS can also be used together in split screen mode or extended mode.
INCLUDES MICROSOFT OFFICE HOME AND BUSINESS	Yes.
I-5 OR FASTER CPU	i7 Slot-In OPS
AT LEAST 8 GB RAM AND AT LEAST 256 GB HARD DRIVE	16GB RAM and 256GB Storage on the Windows OPS 8 GB RAM and 128GB Storage on Android
TOUCH SCREEN	Yes, Touchscreen with 40-point touch
RESOLUTION OF 3840 X 2160 PIXELS OR BETTER	3840(H) x2160 (V)
WIFI COMPATIBLE	Yes, built-in Wi-Fi Module
TOUCH PEN AND PRESENTATION REMOTE	Stylus Pens and Remote Control Included. Google voice assistant button on remote; 3 hotkey buttons to open any user selected app or function
COMPUTER INPUT – VIDEO AND PLUG & PLAY	Yes. Any input source can be connected via USB C or HDMI cable.
GLARE RESISTANT PROTECTIVE GLASS	Anti-glare, Anti-fingerprint, 9H hardness
CONTINUOUS OPERATION UP TO 16 HOURS	Yes
HDMI CAPABILITY TO CONNECT ADDITIONAL COMPUTER	Yes. HDMI In: 4x (1x front, 3x rear) Type-C in: 3 (1x (Front 100W), 1x (Rear 15W), 1x (Top))
ABILITY TO MIRROR SCREEN	Yes. Screen can be mirrored via HDMI cable or wirelessly via OneScreen Share.
NETWORK CAPABLE	Yes.
MOUNTED SPEAKER OR SOUND BAR	20W x 2 25W x 1 Subwoofer
ACCESSORY SHELF	Available on Mobile Cart*
WALL MOUNT WITH ALL REQUIRED INSTALLATION HARDWARE.	Yes. Wall Mounting equipment included.
CABLE PACKAGE	Yes.

## Purchase Options

Option1: 60-month contract lease including installation, delivery, setup, training support and service – price per month and total investment.

1 x H7-86 (Includes T7 86" Interactive Display, i7 slot-in OPS, Keyboard Mouse Combo, AI Tracking E-PTZ Camera with full access to software suite and advanced hardware warranty during the agreement)

\$200.00 per Month

\$600.00 one-time cost for shipping and installation

1 x H7-75 (Includes T7 75" Interactive Display, i7 slot-in OPS, Keyboard Mouse Combo, AI Tracking E-PTZ Camera with full access to software suite and advanced hardware warranty during the agreement)

\$170.00 per Month

\$600.00 one-time cost for shipping and installation

**TOTAL COST PER MONTH: \$370.00**

**TOTAL One-Time Charge: \$1,200.00**

**TOTAL INVESTEMENT OVER 60 MONTHS: \$23,400.00 over 60 months with one refresh to brand new and latest model included after 36 months at no cost to the customer.**

### Terms and Conditions:

- \*Free, unlimited, on-demand training and support via OneScreen in house team of engineers and operations specialists.
- \* Minimum of 12 months. If the contract is cancelled after 12 months, the customer will pay for shipping back to HQ.
- \* Equipment will be under advanced hardware warranty for the entire duration of the contract and the complete software suite will be accessible.
- \* No Software or support plan charges
- \* Free upgrade to new and latest model after 36 months without any additional cost to customer. OneScreen will cover shipping and installation.
- \* \$300.00 surcharge at the end of the 60-month contract period to keep equipment. The warranty will expire at the end of the 60-month contract period. The customer may decide to proceed with the monthly payment plan and keep on receiving free upgrades every 36 months, with warranty and software suite covered.

Option2: Cash price including delivery installation, delivery, setup, training support and Service.

1 x H7-86 (Includes T7 86" Interactive Display, i7 slot-in OPS, Keyboard Mouse Combo, AI Tracking E-PTZ Camera)

1 x H7-75 (Includes T7 75" Interactive Display, i7 slot-in OPS, Keyboard Mouse Combo, AI Tracking E-PTZ Camera)

Shipping and Installation

Item	Cost
H7-75	\$3,999.00
H7-86	\$4,999.00
Shipping	\$650.00
Installation	\$1,200.00
3 Year Standard Warranty Software Suite: Account Management - Perpetual Screen Sharing - Perpetual Priority Notification - 1 Year Transcription - 1 Year Formative Assessment - 1 Year Central Management - 1 Year Support and Training - Perpetual Video Conferencing - 1 Year	
<b>TOTAL</b>	<b>\$10,848.00</b>

Annual Software Suite Subscription Cost: \$200.00/Year

Annotation & Whiteboard (OneScreen Write) – One (1) Device Subscription

Wireless Presentation Server (Share) – One (1) Device Subscription

Remote Device Management (OneScreen Central) - One (1) Device Subscription

Streamline Your Workflow (OneScreen Navigate) - One (1) Device Subscription

Video Conferencing - One (1) OneScreen & Ten (10) BYOD Video Subscriptions

Technical Support with Live-On-Demand, Free, Unlimited Screen Skills Guru Service

## Warranty and SLA

### 1. Duration and Coverage:

The warranty for the OneScreen Interactive Flat Panel is valid for a period of 3 years from the date of install or for the duration of the contract if the contract option is selected.

### 2. Warranty Claim Process:

Customers are required to initiate a warranty claim through the OneScreen Guru application, preinstalled in all OneScreen products. The team can also be reached via email or phone.

### 3. RMA Issuance:

Upon receiving the warranty claim, the OneScreen support team will issue a Return Merchandise Authorization (RMA) or service call. For an RMA, the customer will bear responsibility of shipping back the product if the product is under standard warranty. For the Advanced Hardware warranty, OneScreen will cover all logistics and charges.

### 4. RMA Outcomes:

The RMA process leads to two possible outcomes: repair or replacement.

### 5. Evaluation and Decision Making:

Product evaluation will be facilitated with the assistance of video proof submitted by the customer.

Decisions will be made regarding repairs, replacements, or returns based on the evaluation.

### 6. Repair Process:

In the case of repairs, OneScreen offers flexibility:

OneScreen can provide complete labor support for the repair process.

Alternatively, customers may arrange repairs themselves, with OneScreen covering all associated costs.

### 7. Replacement Process:

If a complete replacement is deemed necessary:

OneScreen will ship new unit(s) to the customer.

OneScreen assumes all logistical responsibilities, including shipping, and addresses the financial implications of the replacement if the product is under Advanced Hardware Warranty.

### 8. Logistics and Costs:

For both repairs and replacements, OneScreen is committed to managing logistics and costs to ensure a seamless and cost-effective warranty process for the customer.

### 9. Customer Support:

The OneScreen Guru application serves as a central hub for warranty claims, providing a user-friendly interface for customers to initiate and track their claims.

OneScreen commits to responsive and efficient support throughout the warranty process.

## 10. Comprehensive Coverage:

The warranty aims to provide comprehensive coverage for the OneScreen Interactive Flat Panel, ensuring customer satisfaction and peace of mind over the entire 5-year period.

OneScreen is dedicated to delivering a hassle-free and customer-centric warranty experience, utilizing modern technology and efficient processes to address any issues that may arise during the warranty period.

Accidental warranty coverage is not included in this agreement. Any claims related to accidental damage or incidents will not be covered under this warranty. For accidental warranty coverage, customers are advised to explore additional warranty options or inquire about separate accidental damage protection plans provided by the manufacturer or other relevant parties. Please note that standard manufacturer warranty terms will apply for eligible warranty claims, excluding accidental damage.

## Guru Support

OneScreen Guru Support is an exclusive and complimentary service tailored specifically for OneScreen products, providing on-demand, real-time assistance for the entire lifespan of the product. Our GURUs are dedicated to delivering expert help and support, offering comprehensive solutions to all aspects of the product, including hardware, software, componentry, connections, integration, navigation, and general inquiries.



### Key Features of OneScreen Guru Support:

#### Access Channels:

OneScreen Skills GURU is available via audio call, chat, and video call, ensuring flexible and convenient support options.

Guru provides on-demand, real-time access to expert help and support.

#### Expertise and Availability:

OneScreen Skills GURUs are highly trained engineers with intricate knowledge, providing instant solutions.

Gurus are available 24 hours a day, Monday to Friday, ensuring continuous support.

#### Training Opportunities:

Free-of-cost training sessions for any OneScreen software can be scheduled at any time.

Training sessions can be arranged by visiting our website, [www.onscreensolutions.com](http://www.onscreensolutions.com), or calling our support number.

An extensive online repository, including YouTube Video tutorials and Manuals, is available for additional learning resources.

Videos cover Setup Guidelines, Hardware Overview, Software Overview, and more.

#### Training Categories:

OneScreen Gurus offer training sessions in the following categories:

Operator Training

Teacher/User Training

Certified Trainer Program

### Training & Technical Support Service Components:

<b>Service Component</b>	<b>Scope</b>	<b>Availability</b>
Technical Support	Emergency Support	24 x 5
Online Training	Non-critical Issues	24 x 5
Software Updates	Bug Fixes and Routine Updates	As per requirement
Online Portal	Troubleshooting knowledge database	24 x 7

## Appendix A

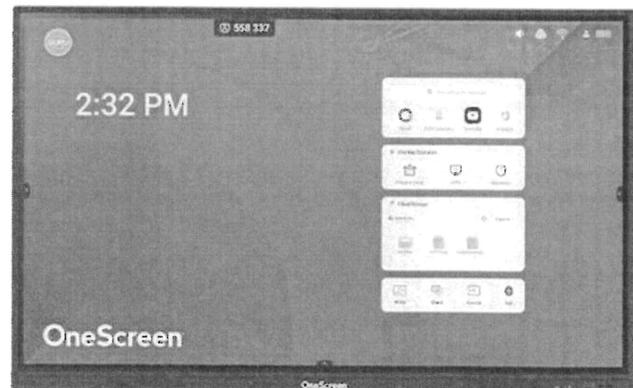
75



## OneScreen Touchscreen T7

EdTech that fits your flow.

- Interoperable with classroom platforms such as Schoology, Canvas, Moodle and more
- Personalize your home screen with short cuts to favourite apps
- Supports devices that are using Google, Microsoft and Apple Platforms
- Pull from and save content to your cloud drive from anywhere in the screen



EDLA Certified

- Google play services that include Google Play store, Google Drive, Google Voice Assistant and more.





Free, unlimited help & training

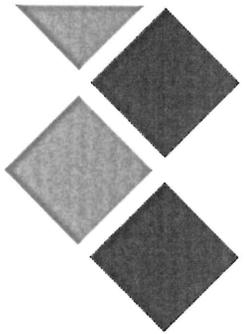
Includes your go-to apps such as simple whiteboard, screen record, screen share, timer, freeze and more.

#### Software & Services

<b>Interactive Whiteboard</b>	OneScreen Write is a powerful annotation tool with cloud drive integration, built-in browser and smart tools.
<b>Device Management</b>	OneScreen Central provides cloud-based multi-device management, messaging to multiple devices, apps and settings management.
<b>Screen Sharing</b>	OneScreen Share allows multi-device screen share and streaming. Up to 9 devices supported (iOS, Android, Windows, Chrome, MacOS).
<b>User Profiles and Cloud Drive</b>	OneScreen Accounts help you create customized profiles that integrate with Google and Microsoft Cloud drives.
<b>Student Engagement and Lesson Capture</b>	OneScreen LearningHub allows you to record lessons, build student engagement and conduct hybrid classroom sessions.
<b>Quiz Generation</b>	OneScreen QuizWiz helps teachers create quizzes automatically using AI in just a few clicks from content.
<b>Educational Tool</b>	MimioConnect is technology that empowers learning and helps educators effectively drive participation and collaboration in all settings.
<b>Google Play Services</b>	EDLA license with Google play services. Google Play store, Google Drive, Google Voice Assistant
<b>Priority Notifications</b>	OneScreen Beacon allows users to send priority notifications via email, phone and text message using the NFC card

#### Hardware

Computing		Touch	
<b>Operating System</b>	Android 13 with EDLA	<b>Touch Type</b>	IR touch with Zero bonding Gen2
<b>RAM</b>	8 GB	<b>Touch Points</b>	40
<b>Storage</b>	128 GB	<b>Touch Accuracy</b>	1 mm
<b>Processor</b>	Octa-core processor (4x A76 + 4x A55), Mali G610 MP4 GPU	<b>Touch Response Time</b>	<2.5 ms
<b>Panel</b>		<b>Power</b>	
<b>Screen Size (Diagonal)</b>	75"	<b>Power Requirements</b>	100 - 240v AC 50-60 Hz
<b>Panel Backlight</b>	LED	<b>Power Consumption (typical)</b>	320W
<b>Resolution</b>	4K UHD (3840 x 2160)	<b>Power Consumption (Maximum)</b>	530W
<b>Brightness</b>	450 cd/m <sup>2</sup>	<b>Physical</b>	
<b>Aspect Ratio</b>	16:9	<b>Product Weight</b>	111.99 lbs
<b>Refresh Rate</b>	60Hz	<b>Product Dimensions (L x H x W)</b>	67.28" x 40.90" x 3.42"
<b>Viewing Angle</b>	R/L 178 (Min.), U/D 178 (Min.)	<b>Shipping Weight</b>	140.49 lbs
<b>Blue light filter</b>	Yes	<b>Shipping Dimensions (L x H x W)</b>	73.34" x 44.88" x 8.86"
<b>Display Colors</b>	1.07 Billion (10 bit)	<b>Audio</b>	
<b>Ports and Connectivity</b>		<b>Speakers</b>	2x 20W with Subwoofer of 1x 25W
<b>Sensors</b>	1x Ambient Light Sensor for auto brightness adjustment	<b>Microphone</b>	Built-in 8 array microphone with noise reduction
<b>Connectivity</b>	Wifi 6 (2.4Ghz & 5Ghz), Gigabit Ethernet (1000M), Bluetooth 5.0	<b>Accessories and Mounting</b>	
<b>Input/Output Ports (Rear)</b>	3x HDMI-In, 1x HDMI-Out, 2x USB Touch, 1x Audio-Out (3.5mm), 1x Audio-In, 1x SPDIF- Out, 1x RS-232, 2x-RJ-45, 2 xUSB 3.0, 1x USB 2.0, 1x OPS PC Slot, 1x Type-C-in (15W), 1x Type-C-out (supports 4K @ 60 video out)	<b>Wall Mount</b>	VESA Standard 800 x 400 Flush Wall mount
<b>Input/Output Ports (Front)</b>	1x HDMI-In, 1x USB Touch, 2x USB 3.0, 1x Type-C-in (100W)	<b>Cables &amp; Accessories</b>	1x HDMI Cable, 1x Power cable, 1x USB Touch Cable, 1x Type C Cable, 2x Stylus pens with anti-bacterial coating, 1x Remote control for Display, 1x Remote control for Camera
<b>Glass</b>			
<b>Surface Protection</b>	Anti-glare, Anti-fingerprint, 9H hardness		



 **PULSE**  
TECHNOLOGY

---

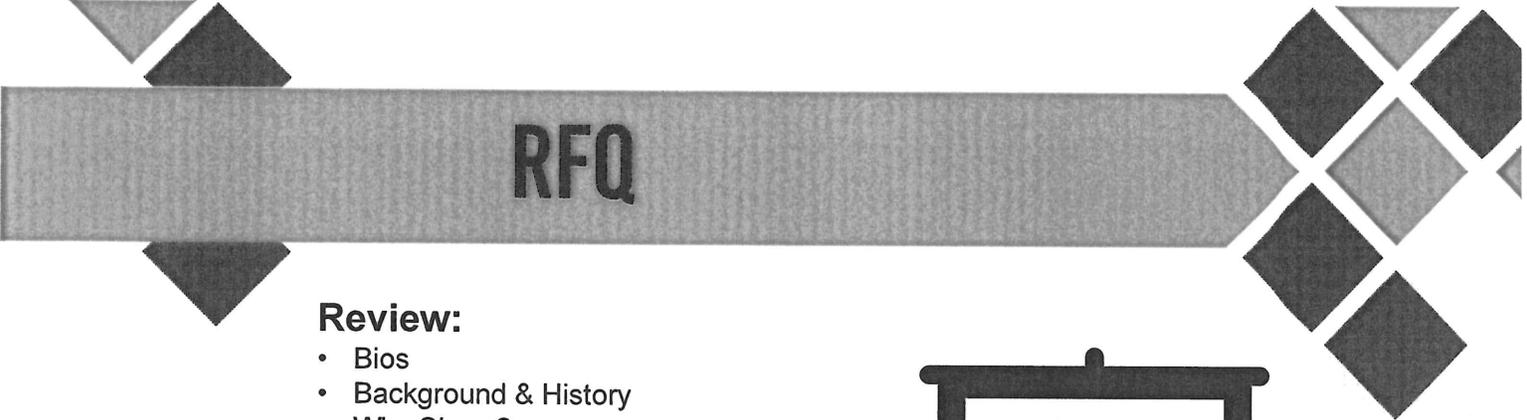


**PROPOSED SOLUTION**

Prepared For:



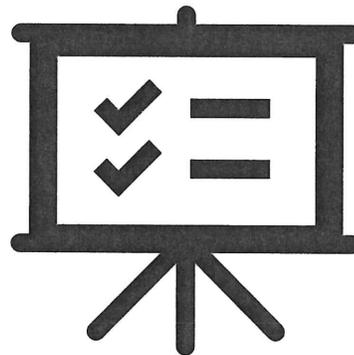
(847) 879-6487 | [www.pulsetechnology.com](http://www.pulsetechnology.com) |   

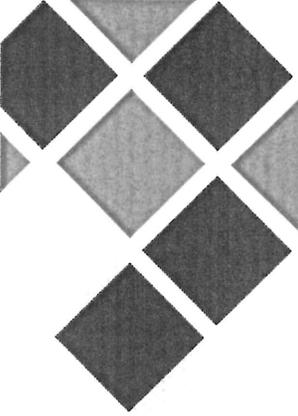


# RFQ

## Review:

- Bios
- Background & History
- Why Sharp?
- Financial Snapshot
- Lease Agreement/SOW
- Warranties
- Implementation Plan





## SUPPORT TEAM

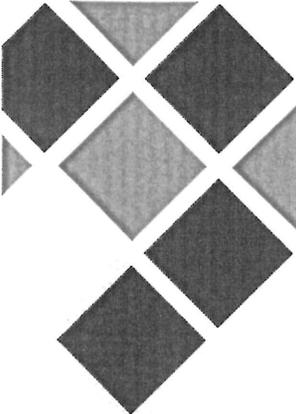
Brandon Cork, Major Accounts/Team Lead  
(847) 879-6453  
[bcork@pulsetechnology.com](mailto:bcork@pulsetechnology.com)

He serves as Team Lead/Major Accounts at Pulse Technology; prior to Pulse, the Robert Morris University graduate (bachelor's and master's degrees in Business Administration & Management) was a Sales Manager for Canon Solutions America and worked in Admissions for both DeVry University and Colorado Technical University.

He also serves as Board of Directors for Boys and Girls Club of Schaumburg and for NHSPN offering support and ideas for advancement in mental health and suicide prevention. Within the Schaumburg Business Association (SBA) he serves as an Ambassador and a co-chair for the Diversity Alliance Group.

His outside interests include playing basketball, skating, and bowling.





## SUPPORT TEAM

Paul Miceli, Director of Audio/Visual Solutions  
(312) 896-0998  
[paul@pulsetechnology.com](mailto:paul@pulsetechnology.com)



Paul is an experienced professional with over 30 years of combined Sales and Information Technology experience. Paul is adept in identifying business inefficiencies and crafting value-enhancing recommendations that improve workflows, enhance productivity, and maintain compliance.

Paul currently lives on his farm in Harvard where he enjoys taking care of his horses and utilizing technology to create better efficiencies while doing so.



# BACKGROUND AND HISTORY

## OUR HISTORY



1955	Des Plaines Office Equipment is Founded in Des Plaines, IL	
1969	DPCE Partners with Sharp	
1986	Chip Miceli Purchases DPCE from his father, Vince	
1995	Expands to Chicago and Rockford, Illinois	
2003	Begins offering IT Solutions	
2010	Begins offering AV Solutions	
2015	Expands into Northwest Indiana	
2018	DPCE Becomes Pulse Technology	
2023	Expands into Milwaukee, Wisconsin	

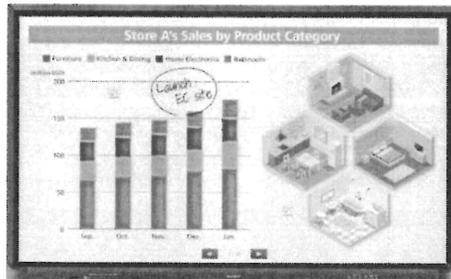
## BACKGROUND AND HISTORY



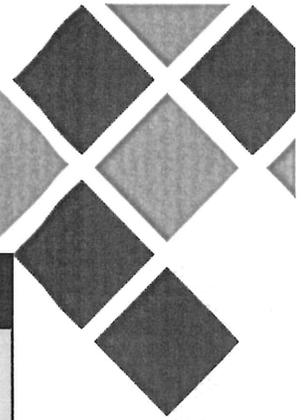
- Family-owned Business
- Over 100 employees combined
- Community involved, through “Buy Local, Give Local” Program have donated over \$250,000 since 2009 to various organizations
- Specializes in technology from copiers/printers, document management/content management, back-filing (scanning old documents), AV inside and outdoor scoreboards.
- Average years for service, technicians are 15 years

# WHY SHARP?

- Precise Multi-touch
- Multi OS Support, Plug and Play
- Protective Glass
- 4K Ultra-HD Quality
- 16-hour Daily Operation
- Whiteboard and Overlay Mode

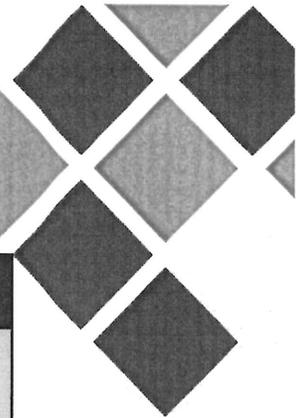


# FINANCIAL SNAPSHOT – 60 MONTHS



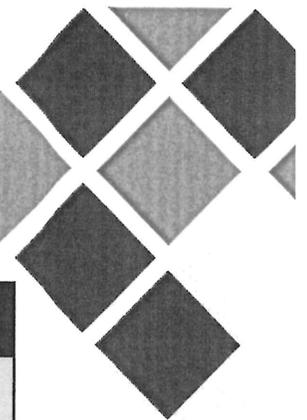
CATEGORY	NOTES	MONTHLY INVESTMENT
Video	(1) 75" Sharp Interactive Display (wall mounted) (1) 70" Sharp Interactive Display (rolling cart)	Included
Integration of Displays	Computer, Touch pen, All in one Sound, Installation and (3) hours of Basic training	Included
Service	Board Support for 5 years includes Parts & Labor	Included
Total	60-Month Contract includes Delivery and Installation	<b>\$541.10</b>

# FINANCIAL SNAPSHOT – CASH OPTION



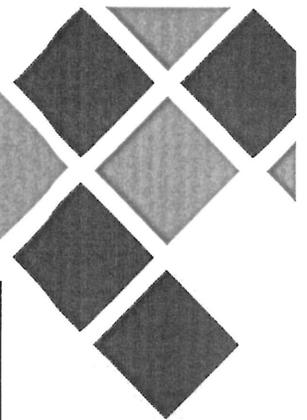
CATEGORY	NOTES	INVESTMENT
Video	(1) 75" Sharp Interactive Display (wall mounted) (1) 70" Sharp Interactive Display (rolling cart)	Included
Integration of Displays	Computer, Touch pen, All in one Sound, Installation and (3) hours of Basic training	Included
Service	Board Support for 5 years includes Parts & Labor	\$2,400 annually (minimum 36- month agreement)
Total	Cash for Video, Integration and Delivery (Service not included)	<b>\$16,270.00</b>

# WARRANTIES

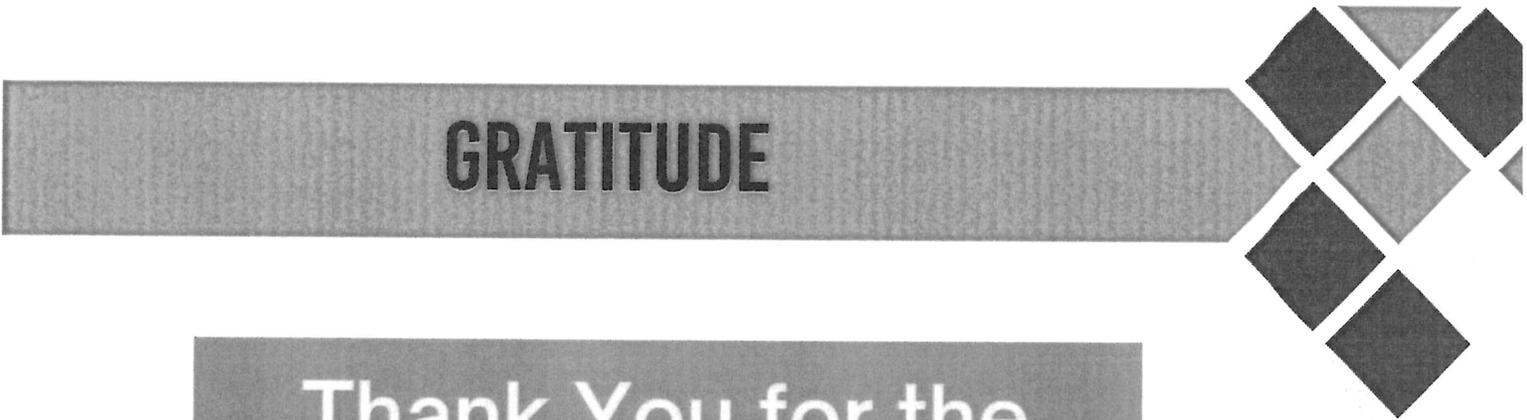


CATEGORY	NOTES	MONTHLY INVESTMENT
Cash Option	Standard with (3) years parts on the Board Only. Installation is covered. Cash option, you will have to purchase the maintenance agreement separately to include labor as well as warranty all other components (computer, sound, etc.).	\$2,400 annually
60-Month Contract	Comes with (5) years parts and labor on all equipment. Installation is covered. This covers maintenance on the computer as well as patches and fixes.	Included

# IMPLEMENTATION SCHEDULE



CATEGORY	NOTES
Paperwork	Completion of paperwork once received takes 1-2 days to process
Interactive Displays	We currently have the models in stock.
Integration	We can have both boards installed on the same day, we can work out a day that will work best with Maine Township
Days	From paperwork till install we can have this in 1-2 weeks.



# GRATITUDE

Thank You for the  
opportunity to work on  
this project



## **Pulse AV - Service Level Agreement (SLA)**

This Agreement is entered into by and between Pulse Technology and the Customer whose name and address are set forth in the client section of this Agreement. Pulse Technology agrees to provide installation and maintenance services to the CLIENT in accordance with the Terms and Conditions below for equipment provided.

**Agreement #:**

**Date:** 01/15/2024

**Client:** Maine Township

**Address:** 1700 Ballard Road

**Contact/Phone Number/eMail:** 847-297-2510

**Location of Project:** Same as above

**Address:**

**Contact/Phone Number/eMail:**

**Project Description:** This SLA outlines the terms and conditions for the audiovisual project titled Maine Township AV to be executed by the Service Provider for the Client. The project includes the installation, maintenance, and support of audiovisual equipment and systems.

### **Service Scope:**

1. **Project Scope:** Pulse Technology agrees to provide audiovisual services and equipment installation as specified in the project proposal and requirements document.
2. **Equipment:** Pulse Technology will supply, install, and maintain all audiovisual equipment necessary for the project, including but not limited to projectors, screens, sound systems, microphones, and control systems.
3. **Technical Support:** Pulse Technology will offer technical support and troubleshooting services for the audiovisual equipment during normal business hours.
4. **Maintenance:** Pulse Technology will perform regular maintenance checks on the audiovisual equipment to ensure optimal performance. Maintenance schedules will be determined in consultation with the Client.

Client Initial's: \_\_\_\_\_ Date: \_\_\_\_\_



**Service Levels:** Availability: Pulse Technology technicians are available Monday-Friday between 8 AM and 5 PM CST. Response Time: The Service Provider will respond to service requests and support inquiries within 4 hours during normal business hours.

**Service Fees:** The Client agrees to pay Pulse Technology the agreed-upon fees as specified in the project agreement. Payment terms and schedules will also be outlined in the project agreement.

**Confidentiality:** Both parties agree to maintain the confidentiality of all project-related information and not disclose any sensitive information to third parties without prior consent.

**Governing Law:** This SLA will be governed by and construed in accordance with the laws of Illinois, and any disputes will be resolved in accordance with the dispute resolution mechanisms defined in the project agreement.

**Manufacturer's Warranty:**

- All materials contained in this system come with complete manufacturer's warranties against defects in parts and workmanship.
- Manufacturers' warranties for equipment are five year. The basic covers all hardware on a "Return to Factory" basis.
- If the system fails to perform based on a failure in the equipment that requires a warranty exchange, Pulse will facilitate a warranty replacement through the manufacturer, however, all labor required and involved in replacing such items will be invoiced as a service charge unless otherwise included in the Pulse AV SLA service package.
- Pulse will not be responsible for the condition or functionality of existing equipment during the above installation process. Should existing equipment fail or not work properly with the new system design, Pulse will make recommendations for replacements and will have to revise original estimated labor for the project.
- Pulse will not be responsible for "image burn" as a result of prolonged periods of static images being displayed on certain devices.

Client Initial's: \_\_\_\_\_ Date: \_\_\_\_\_

# SOW

Statement of Work (SOW)

## 1. Pulse Responsibilities

---

- Provide and install (1) Sharp 75" Touch on the wall
- Provide and install (1) Sharp 70" Touch on a rolling cart
- Provide and install computers for boards, sound.
- (3) hours of Basic Training
- Delivery and installation of equipment
- If contracted monthly program, Pulse is responsible for parts, labor and fixes for length of term.
- If cash option, Pulse is responsible for three years on the Board only if additional maintenance agreement not purchased.

## 2. Client Responsibilities

---

- PC/Server/Hardware: (if not under Warranty) the Labor/Repair/Parts are not included, they will be charged/replaced on Client approval
- Any running of wires and electrical will be provided by customer (if needed)

**Customized Pulse AV Solution**

<b>Total Monthly Investment</b>	60	\$ 541.10
	Term	Plus Tax

If no expiration is listed above this proposal will expire 30 days from the date it was created. All items and pricing included in this proposal are subject to availability. Please see the General Terms & Conditions and Service Language Agreement for details on coverage's. All equipment covered under this Agreement listed on Exhibit A are All Inclusive at the listed rate.

---

**Acknowledgment of Agreement to All Aspects of the Proposal**  
Incorporated into this Agreement is Exhibit A

The undersigned, on behalf of CLIENT, hereby agrees and acknowledges that (i) the above Equipment and Service Recommendation appropriately outlines the expectations, cost, scope, and completion of the requested project, (ii) CLIENT has read, and agrees with, the General Terms & Conditions, the AV Language, Additional Terms, and Master Agreement included in this proposal and (iii) Pulse Technology is authorized to conduct a credit check on CLIENT.

Client: Maine Township  
Date

x  
\_\_\_\_\_  
Pulse AV Counter Signature Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_



AGREEMENT

AGREEMENT NO.:

CUSTOMER ("YOU" OR "YOUR")

FULL LEGAL NAME: Maine Township

FEDERAL TAX ID:

ADDRESS: 1700 Ballard Road, Park Ridge, IL 60068

EQUIPMENT AND PAYMENT TERMS

TYPE, MAKE, MODEL NUMBER, SERIAL NUMBER, AND INCLUDED ACCESSORIES

SEE ATTACHED SCHEDULE

EQUIPMENT LOCATION:

TERM IN MONTHS: 60

MONTHLY PAYMENT AMOUNT\*: \$ 541.10 (\*PLUS TAX)

SECURITY DEPOSIT:

DETAIL OF INVOICED AMOUNTS

The Payments set forth above consists of the amount payable to us monthly pursuant to the terms of this Agreement relating to our providing you, or financing for you, the equipment and/or software listed above (the "Equipment Payment") and, if you have entered into a separate statement of work or IT services agreement with us for managed network services and/or other professional services relating to your IT network, the Payments may also include the monthly amount payable to us pursuant to such statement of work or IT services agreement (the "Services Payment"). For your convenience, we may invoice you for the Equipment Payment along with the Services Payment, if any, on one invoice.

ADDITIONAL TERMS AND CONDITIONS

AGREEMENT. You want us to now provide you the equipment and/or software referenced herein ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date. We may charge you a one-time origination fee of \$99.50. If we do not receive by the due date, at the remittance address indicated on your invoice, any amount payable to us, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be commingled with our assets, will not earn interest, and will be returned at the end of the term, provided you are not in default. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature. If any provision of this Agreement is unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date. All other modifications to the Agreement must be in writing signed by each party.

NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

EQUIPMENT USE. You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent, and bear the risk of its non-compliance with applicable laws. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder, and if you do so, you agree to pay the early termination fee set forth herein. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses or damages, including attorney fees, in any way relating to the Equipment or data stored on it. This indemnity will survive the expiration of this Agreement. In no event will we be liable for any consequential or indirect damages.

SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced herein or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. Amounts due and payable under this Agreement include amounts relating to our financing of your acquisition of rights in software that is included with the Equipment ("Software"), including any related installation, training, and/or implementation costs, on your behalf. You understand and acknowledge that your rights in the Software are subject to whatever limitations may exist in any agreement you may have with the Software licensor, including limitations on the term of the license, if applicable, and the manner in which the Software is delivered to you. We are neither responsible for the Software nor the obligations of you or the Software licensor under any such license agreement. With respect to any claims relating to the Software, you agree that you will look only to the publisher, licensor, or other third parties, if any, who actually granted to you your right to use the Software to determine those rights and any limitations thereon, and we will not grant, determine, or vindicate any rights to use the Software or limits to its use, and we have no obligation or authority to do so. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

LIMITATION OF WARRANTIES. For the term of this Agreement, we warrant the Equipment against defective parts and workmanship. Such warranty does not include: a) repairs required due to your misuse or negligence, or damages resulting from fire, flood, wind, water, earthquake, or other acts of God, acts of third parties, or any cause beyond our reasonable control; b) repairs made necessary as a result of service performed by persons other than our representatives; or c) parts no longer available from the applicable manufacturer. EXCEPT AS PROVIDED IN THE FOREGOING WARRANTY, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE

MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations (including but not limited to any obligation to provide service, supplies, or warranties for the Equipment) and will not be subject to any claim, defense, or set-off assertable against us or anyone else, and if we make such an assignment, the amount of the Equipment Payments hereunder will be equal to the assigned payments as determined from the records of the assignee. Notwithstanding the foregoing, if we sell or assign this Agreement or our rights in the Equipment, we will retain our obligations under the Agreement.

LAW/FORUM. You agree that this Agreement and any claim related to this Agreement shall be governed by the internal laws of the state in which our (or, if we assign this Agreement, our assignee's) principal place of business is located and any dispute concerning this Agreement will be adjudicated in a federal or state court in such state. You hereby consent to personal jurisdiction and venue in such courts and waive transfer of venue. Each party waives any right to a jury trial.

LOSS OR DAMAGE/INSURANCE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

TAXES/OWNERSHIP/UCC. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge. We own the Equipment (excluding any Software). If this is deemed a secured transaction, you hereby grant us a security interest in the Equipment to secure your performance under this Agreement, to be released at the end of the term provided you have performed all of your obligations under this Agreement. You agree that this Agreement is (and/or shall be treated as) an agreement of the type described in Section 2A-103(1)(L) of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC, including, but not limited to, any right that you may have to: (i) cancel or repudiate this Agreement; or (ii) reject or revoke acceptance of the Equipment.

END OF TERM. At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew for an additional one-year period under the same terms unless a) you provide us written notice, at least sixty (60) days, but not more than ninety (90) days, prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment (including all manuals and logs) to the location designated by us, at your expense, and you pay us an inspection, restocking and handling fee. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

DEFAULT/REMEDIES. If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us interest on all past due amounts at the rate of 1.5% per month, or at the highest rate allowed by applicable law, if less.

OWNER ("WE", "US", "OUR")

Pulse Technology

201 Commerce Dr. Schaumburg, Illinois 60173-5338

SIGNATURE:

DATE:

PRINT NAME & TITLE:

CUSTOMER'S AUTHORIZED SIGNATURE

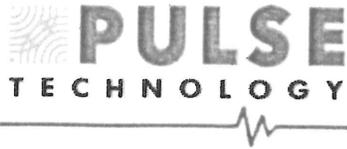
THIS AGREEMENT IS NON-CANCELABLE FOR THE FULL AGREEMENT TERM.

CUSTOMER: (As Stated Above)

SIGNATURE: X

DATE:

PRINT NAME & TITLE:



# EQUIPMENT SCHEDULE

AGREEMENT NO.:

## DESCRIPTION OF EQUIPMENT

TYPE, MAKE, MODEL NUMBER AND INCLUDED ACCESSORIES

SERIAL NO.

1 Sharp 75" Touch

1 Sharp 70" Touch

Sound, computers, mounts, stands

## VERIFICATION

The undersigned acknowledges having received a copy of this Schedule. A copy of this document containing your original or facsimile signature, or other indication of your intent to agree to the terms set forth herein, shall be enforceable for all purposes.

X

CUSTOMER

SIGNATURE

PRINT NAME & TITLE

DATE

# CONTACT US

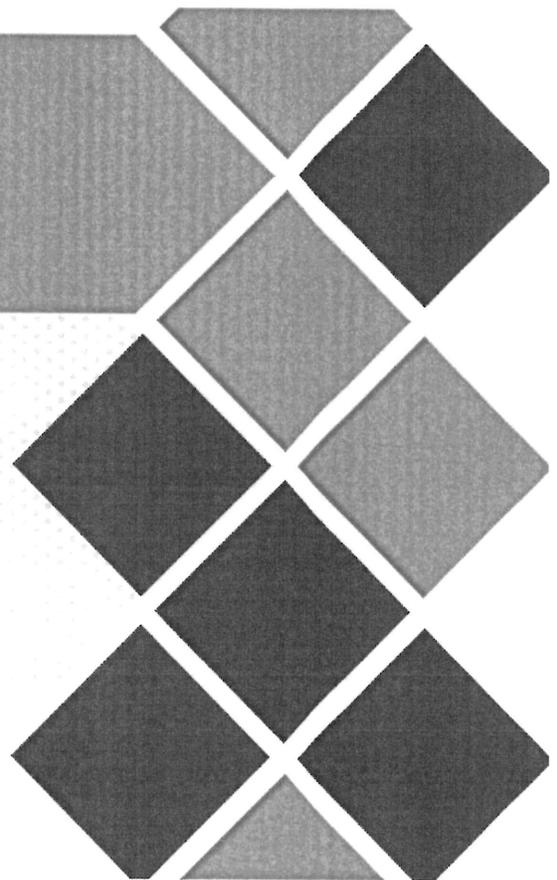
**Brandon Cork**

[bcork@pulsetechnology.com](mailto:bcork@pulsetechnology.com)

(847) 879-6453

**Pulse Technology**

201 Commerce Drive  
Schaumburg, IL 60173



## MAINE TOWNSHIP HIRING DISCRETION POLICY

### **I. Applicable Law**

A township board may employ and fix the compensation of township employees that the board deems necessary excluding the employees of the offices of Supervisor of General Assistance, Township Collector, Township Assessor, and the Road District Commissioner. 60 ILCS 1/100-5; 605 ILCS 5/6-201.20.

For purposes of this policy, a "Township Employee" shall be defined as any Maine Township employee excluding an employee of the offices of Supervisor of General Assistance, Township Collector, Township Assessor, and the Road District Commissioner.

### **II. Procedures**

Any open Township Employee position will be posted on the Township website and posted on other employment resource websites. A resume along with a cover letter will be required to be submitted to the Township Administrator. The Administrator will review any resume submitted and if, in her opinion, the applicant is qualified for the posted job position, she will schedule an interview with the prospective applicant.

### **III. Hiring Discretion**

The Township Supervisor will determine whether the applicant qualifies for the posted position based on education, previous experience, relevant skill sets, and the Township Administrator's recommendation. The Township Supervisor will have the discretion to hire any applicant for a Township Employee position without prior board approval, provided that the position is an existing unfilled position or a new position that the board has created and fixed the compensation for that position.

### **IV. Policy and Equal Employment Opportunity Statement**

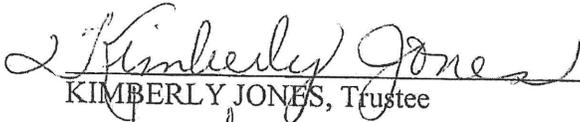
It is the policy of Maine Township to recruit and select the most qualified persons based on merit for positions within the township's service. Maine Township recruits candidates, both externally and internally for vacant positions at all levels, in accordance with Federal, State and local laws. Individuals may be recruited for position vacancies from a geographic area as wide as necessary to assure obtaining well-qualified candidates.

The Township is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, status as a qualified individual with a disability, or criminal conviction history. This equal employment opportunity policy applies to all employment activities, including but not limited to hiring, promotion, demotion,

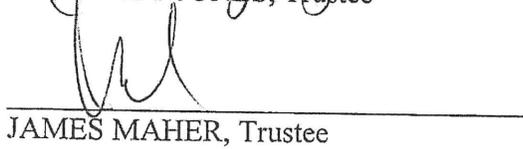
transfer, recruitment, advertising, layoff, discharge, rate of pay and selection for training. This policy extends to recruiting, hiring, appointment and promotion into a job classification.

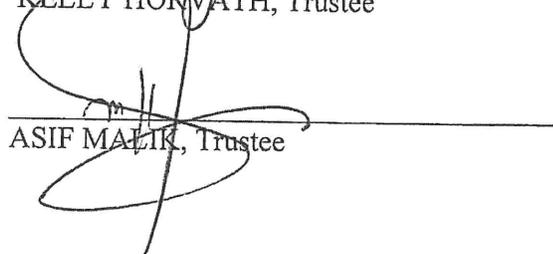
**ADOPTED** by the Maine Township Supervisor and Board of Trustees this 27th day of December, 2021.

  
KAREN J. DIMOND, Supervisor

  
KIMBERLY JONES, Trustee

  
KELLY HORVATH, Trustee

  
JAMES MAHER, Trustee

  
ASIF MALIK, Trustee

ATTEST:

  
PETER GIALAMAS, Clerk



# Peter Gialamas

Clerk

## CLERK'S SERVICES FOR THE YEAR 2023

Month	Voter Registr.	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	Mainlines Tickets	License Plate Stckrs	TOTAL
January	0	0	0	16	160	427	16	17	20	0	656
	3	0	0	3	145	454	18	0	0	0	623
February	1	0	0	10	145	1	17	5	15	0	194
	0	4	0	8	146	0	19	16	15	0	208
March	1	4	11	17	178	175	11	32	0	0	429
	1	1	28	23	178	3	11	23	0	0	268
April	0	1	13	27	164	1	30	149	0	0	385
	5	1	30	10	156	0	13	127	20	0	362
May	1	0	9	30	181	0	47	281	0	0	549
	1	1	15	14	141	0	12	236	3	0	423
June	2	3	16	24	150	430	34	220	0	39	918
	0	4	3	11	155	764	32	468	0	0	1,437
July	0	0	22	25	152	23	18	203	0	40	483
	0	1	4	17	171	2	52	201	40	0	488
August	3	3	10	36	172	1	50	209	0	33	517
	1	0	0	18	223	414	17	187	0	0	860
September	1	2	14	22	129	1	59	140	20	13	401
	4	1	1	21	125	0	10	105	0	0	267
October	2	1	11	15	140	524	32	89	151	22	987
	0	1	26	14	134	402	21	135	0	0	733
November	0	1	3	17	136	5	26	256	5	21	470
	0	1	4	2	141	3	16	239	0	0	406
December	0	2	0	16	113	0	13	89	15	15	263
	0	3	0	6	149	0	23	26	0	0	207
<b>TOTAL</b>	<b>11</b>	<b>17</b>	<b>109</b>	<b>255</b>	<b>1,820</b>	<b>1,588</b>	<b>353</b>	<b>1,690</b>	<b>226</b>	<b>183</b>	<b>6,908</b>
	15	18	111	147	1,864	2,042	244	1,763	78	0	6,282

\* The numbers in the second row indicate services provided in the year 2022

\* Fishing License Commission \$ 0.00

\* Passports Processing Fee \$ 2,765.00

\* License Plate Sticker Commission \$ 80.25

**Highway Department**  
1401 Redeker Road  
Des Plaines, IL 60016  
847-295-5225  
847-2978723 Fax

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

**Trustees**  
Kimberly Jones  
Kelly Horvath  
James Maher  
Asif Malik

**Highway Commissioner**  
Ed Beauvais

**Assessor**  
Susan Moylan Krey

**Clerk**  
Peter Gialamas

**Supervisor**  
Karen J. Dimond

# Maine Township Assessor's Office 2023 Monthly Summary of Taxpayer Services

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Calls	436	764	901	977	657	476	406	844	318	418	1134	904	8235
Visits	251	599	767	1758	995	359	302	807	279	309	1435	809	8670
Permits	592	0	231	9	256	679	534	165	291	1052	402	792	5003
Welcome letters	0	0	602	0	0	0	430	0	0	525	0	0	1557
Cert. of Errors	122	0	44	15	66	123	78	0	46	145	35	491	1165
HO	0	0	0	0	0	0	98	12	0	0	0	0	110
Senior	0	0	0	0	0	0	239	25	0	0	0	0	264
Freeze	0	0	0	0	0	0	1521	66	0	0	0	0	1587
Disability	0	0	0	0	0	0	37	4	0	0	0	0	41
Vets	0	0	0	0	0	0	64	7	0	0	0	0	71
Waivers	2	5	8	5	0	0	0	1	0	4	6	9	40
Treasurer Apply for													
Overpayment	1	0	2	1	0	1	0	0	1	0	0	0	6
Name/Address	10	6	26	21	48	8	0	15	25	4	0	0	163
Appeals	0	0	1044	0	0	0	0	0	569	0	1081	0	2694
Prop. Loc	35	0	36	16	5	0	0	11	0	6	0	0	109
Exempt Inq.	2	0	3	2	0	0	0	6	0	0	0	0	13
Assessment Inq.	2	0	5	0	0	0	1	3	0	0	0	0	11
C/E \$ Saved Taxpayers												\$ 1,213,940.58	\$ 1,213,940.58

z: Assessor/2023 Yearly Summary of Taxpayer Services\_ by month

Updated 1/22/2024

# Maine Township Assessor's Office 2024 Monthly Summary of Taxpayer Services

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Calls	199	0	0	0	0	0	0	0	0	0	0	0	199
Visits	97	0	0	0	0	0	0	0	0	0	0	0	97
Permits	496	0	0	0	0	0	0	0	0	0	0	0	496
Welcome letters	0	0	0	0	0	0	0	0	0	0	0	0	0
Cert. of Errors	0	0	0	0	0	0	0	0	0	0	0	0	0
HO	0	0	0	0	0	0	0	0	0	0	0	0	0
Senior	0	0	0	0	0	0	0	0	0	0	0	0	0
Freeze	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Vets	0	0	0	0	0	0	0	0	0	0	0	0	0
Waivers	0	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer Apply for Overpayment	2	0	0	0	0	0	0	0	0	0	0	0	2
Name/Address	23	0	0	0	0	0	0	0	0	0	0	0	23
Appeals	0	0	0	0	0	0	0	0	0	0	0	0	0
Prop. Loc	0	0	0	0	0	0	0	0	0	0	0	0	0
Exempt Inq.	0	0	0	0	0	0	0	0	0	0	0	0	0
Assessment Inq.	1	0	0	0	0	0	0	0	0	0	0	0	1
C/E \$ Saved Taxpayers													\$ -

z: Assessor/2024 Yearly Summary of Taxpayer Services\_ by month

Updated 1/22/2024

## General Assistance Monthly Report

DECEMBER 2023

Kathy Sabbini

### General Assistance:

We opened zero General Assistance cases and closed 2 cases in December. We are up to 13 clients currently. We had 1 one-time Emergency rent case.

### Advocacy/QMB, SNAP and Medicaid

In December, we helped 8 residents with various forms of Public Aid (Food Stamps, Medicaid and Cash Assistance), including for many, their redeterminations on their Food stamps and Medicaid that were taken care of.

### Benefit Access:

We assisted 18 clients for Benefit Access. This is a program which grants a reduced rate on license plate stickers and a free or reduced transit card to qualifying residents.

### CEDA/LIHEAP:

The LIHEAP (for electric and gas assistance) program opened, as of October 2, 2023. There will be two priority periods for the upcoming LIHEAP season. First Priority group, beginning October 2<sup>nd</sup>, for households with a senior (60+), person(s) with a disability and families with children under the age of 6, can apply first for LIHEAP. Priority group two, beginning November 1<sup>st</sup>, for households disconnected from one or both utilities or in danger of being disconnected from one or both utilities, can apply for the LIHEAP program. Beginning December 1<sup>st</sup>, all other households can apply for LIHEAP benefits.

We had 146 applicants for the LIHEAP program, including 1 for LIHEAP's furnace program

### Senior Information and Assistance

In the month of December, there was no Senior and Disability Advocate yet. However, the position was filled in December and the Senior and Disability Advocate began training as of January 8, 2024. Hence, no seniors were helped with Ship/Medicare/Medicare D and no interviews in December. However, there was 1 resident who was helped with a free telephone/bill reduction and there were 3 seniors and or disabled residents who received help with lists of low-income housing.

**STATISTICAL REPORT  
GENERAL ASSISTANCE DEPARTMENT  
December 2023**

**I. GENERAL ASSISTANCE CASES:**

1. CASES OPENED	0
2. CASES ONGOING	13
3. CASES PENDING	1
4. CASES CLOSED	2
5. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	13

**II. ADVOCACY:**

1. QMB – QUALIFIED MEDIACL BENEFICIARY PROGRAM	0
2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE CASH ASSISTANCE AND MEDICAID)	8
3. COMMUNITY RESOURCE ADVOCACY REFERRALS	9

**III. SUBURBAN PRIMARY ACCESS TO CARE INTAKE:**

1. MONTHLY INTERVIEWS/APPLICATIONS FILED	2
--	---

**IV. SENIOR INFORMATION AND ASSISTANCE:**

1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	0
2. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	18
3. FREE TELEPHONE/BILL REDUCTION APPLICATION INTERVIEWS	1
4. VETERANS ADMIN. ASSIST REFERRAL	0
5. SECTION 8 HOUSING	3

**V. CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE**

<b><u>APPLICATION INTERVIEWS:</u></b> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, And Weatherization)	146
--	-----

**VI. MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM):**

1. NEW APPLICATIONS ACCEPTED	1
2. MONTHLY INTERVIEWS	1
3. MAINELINES TICKETS SOLD THIS MONTH	15
4. TOTAL MONEY COLLECTED FOR TICKETS SOLD (MONTHLY) December 1 <sup>ST</sup> - 30 <sup>TH</sup> /31 <sup>ST</sup> )	\$ 75.00

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

**To: Karen Dimond  
Maine Township Supervisor**

**From: Nick Kanehl  
Director – Food Pantry**

**Re: Monthly Report January 2024**

**I. Maine Township Emergency Food Pantry Distribution  
a. Patrons of Food Distribution**

—

---

**TOTAL / 460 Visits to the pantry**

**II. Cash Donations and Amounts Received**

<b>Resident Donations</b>	<b>\$ .7,695.00</b>
<b>Business Donations</b>	
<b><u>Total</u></b>	<b><u>\$ .7,695.00</u></b>

**III. Community Service/ Volunteers:**

- **The Greater Chicago Food Depository** drop off have continued on Monday mornings.
- Ten people came in this month to complete community service hours and to volunteer, donating **86** over hours of service to our pantry.
- Continue to organize, pack and deliver **70 bag** lunches per week for children from School District 63 for summer program.
- Amazon wish-list project has collected over seventy **(72)** packages.
- Continue to partner with **Food Rescue** which allows our food pantry to pick up extra supplies from Panera.

- Walmart food purchases  
Dec 26<sup>th</sup> - \$314.35  
Jan 16<sup>th</sup> - \$901.08

**Total -1,215.43**

**Maine Township Code  
Enforcement Office**

**To:** Elected Officials  
**From:** Nader Ghazaleh, Code Enforcement Officer  
**CC:** Dayna Berman, Administrator  
**Date:** 1/23/2024

---

This past month has been a busy one pertaining to vehicles being parked in tow zones. I issued several tickets alone for vehicles being parked in a posted tow zone area. Removing these vehicles from the streets helps to ensure that any abandoned vehicles are moved. Additional tickets were issued for commercial vehicles being illegally parked. Warnings issued this month were mostly in regard to items left on the right-of-way. Majority of these items were televisions and furniture. This past week I went back to look at some of my past warnings about dead trees. Two properties were warned three months ago and I was happy to see they complied.

With the frigid weather upon us, I have received many complaints about residents not having enough heat inside of their apartments. I recommended for the residents to call Cook County Building and Zoning to report there heating issues. One complaint that came in this month was about a resident discharging water illegally onto the Township right-of-way. When I went out to check on the property, I found a skating rink on the sidewalk, creating a slip hazard to all the neighboring residents. I warned the owner of the property that the pipe must be relocated and discharged onto his property. It has only been a couple days as I am waiting for compliance. Lastly, this past weekend we received enough snow where I had to be on the lookout for resident's snow blowing or shoveling their snow onto the Township Street.

Deficiency issued: 16

Citations issued: 23

## MAINSTREAMERS HIGHLIGHTS

December 2023

Marie Dachniwsky, Director

December was a very busy month for us with all the holiday activities and the start to our online registration process. In December we offered 3 Day Trips to our members: *Hardy's Reindeer Ranch*, in Rantoul, IL, *Merry, Merry Chicago!* at Chicago symphony Orchestra and a *Naperville Holiday Lights Trolley Tour*. We hosted our regular monthly programs - Bingo, Movie, Day at the Races, Fitness Classes, as well as a few highlighted events, such as the Informative Luncheon, Christmas on State Street presented by Leslie Goddard; the Holiday Luncheon and a Holiday Floral class. Throughout the month a combined total of **942** members (some duplicated) were able to enjoy our MaineStreamer activities.

We kicked off our new on-line registration on December 19<sup>th</sup> at 6:00 a.m. Many members were both nervous and excited about the program. First thing in the morning, when we arrived to work, we started checking the system. We were so pleased with the number of members that were already signed up for programs. We did have a few that called and needed additional help, but that was expected. Overall, for the January & February newsletter, we estimate around 90% of members registered online. For us, all the hard work in setting up this program now seemed very beneficial.

A few of the featured events and programs for the month of December were:

***Hardy's Reindeer Ranch*** - Where the Midwest meets the North Pole. Members enjoyed learning the history of the ranch, as well as how they obtained and raised their reindeers. Members got up close with the reindeers on the tour, were given treats to feed them and had many photo opportunities. They also enjoyed a Branson-style show with music, comedy, a delicious BBQ lunch, and time for shopping.



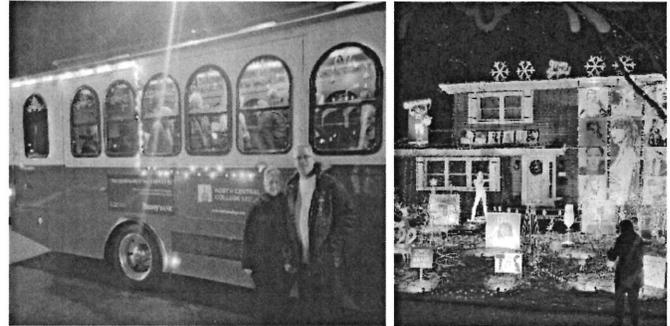
***Merry, Merry Chicago!*** – One of Chicago's favorite holiday celebrations returned to the beautiful symphony Center. The world-renowned members of the Chicago Symphony Orchestra, led by conductor Alastair Willis, was joined by celebrated Broadway star Jesscia Vosk, known for her roles in *Wicked* and *Fiddler on the Roof*. This day trip sold out within the first few days of registration. We were able to purchase more tickets and reserve a second bus to accommodate all members who wanted to attend this event on a Friday evening. To our surprise the traffic going into the city was extremely light, which allowed the time for an extra stop to Chicago's



Christkindlmarket at the Daley Plaza. Members were so thrilled to get a chance to purchase a few items, as well as treat themselves to souvenir mugs with hot mulled wine prior to a delicious meal at Weber Grill. We arrived at Orchestra Hall just in time to be able to walk around the beautifully decorated center and enjoy all the pre-performance entertainment, followed by a wonderful show with festive musical selections and audience participation.



**Naperville Holiday Lights Trolley Tour** - This fun filled evening started off with a buffet dinner at Uncle Julio's Restaurant in Naperville. Following dinner, we boarded two enclosed, private trolleys to view the decorated homes through the North end of Naperville. Members were thrilled to see the very popular Taylor Swift themed home that was featured in the news.



**Christmas on State Street, Informative Luncheon** - For decades, Christmas in Chicago meant a trip or two to State Street to see the big department stores which went all-out for Christmas. This new illustrated talk, by **Leslie Goddard**, traces the history of Christmas celebrations on State Street. Photographs, ads, postcards, menus, and memorabilia trace cherished traditions- from animated window displays and the Christmas parade to beloved characters like Uncle Mistletoe, the Cinnamon Bear and of course, Rudolph the Red-Nosed Reindeer. Over 115 members enjoyed this presentation, thinking back to their own State Street memories and Christmas traditions.

**Holiday Luncheon** – There is no better way to ring in the holidays than with 298 fellow MaineStreamers, along with all the Maine Township Board. Members enjoyed the festive decorations, with photo opportunities with Santa and Mrs. Clause by a beautifully decorated Christmas tree, followed by a delicious lunch featuring salmon or prime rib. To highlight the afternoon Rosie & the Rivets performed their retro themed Christmas show, “Jingle Bell Rocks”. Members were transported back in time to poodle skirts, malt shops and, aluminum Christmas trees while enjoying some of their holiday music favorites from Brenda Lee’s “Rockin’” Around the Christmas Tree” to Elvis Presley’s “Blue Christmas.



**Lutheran General Hospital Tree Decorating** MaineStreamer members, along with Supervisor Dimond, Trustee Jones and Trustee Horvath, volunteered their time decorating Christmas trees throughout the hospital.

MAINSTREAMERS 2023 STATISTICAL REPORT - DECEMBER 2023

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
<b>RECREATIONAL PROGRAMS</b>					
Bingo (Monthly)	53	879	\$324.00	\$185.95	\$138.05
Day at the Races (Monthly)	37	495	\$0.00	\$24.95	(\$24.95)
Movie of the Month (Monthly)	42	510	\$88.00	\$0.00	\$88.00
Twilight Dining Outing (Alternating Months)		280			\$0.00
Craft Class - Holiday Floral Design	31	198	\$1,151.00	\$998.00	\$153.00
<b>HEALTH/INFORMATIVE</b>					
Christmas on State Street	114	1205	\$5,465.00	\$5,405.90	\$59.10
<b>FITNESS CLASSES</b>					
Senior Aerobics (8 week sessions)	28	172	\$806.00	\$686.50	\$119.50
Yoga (8 Week Sessions)	9	66	\$405.00	\$660.00	(\$255.00)
Zumba Gold	22	124	\$902.00	\$499.00	\$403.00
<b>CLASSES/PROGRAMS</b>					
Computer Class (Alternating Months)		101			\$0.00
Rules of the Road (3- Times a Year)		41			\$0.00
Defensive Driving Course (Held Quarterly)		148			\$0.00
<b>LUNCHEON</b>					
	298	734	\$10,989.00	\$13,760.03	(\$2,771.03)
<b>SPECIAL EVENTS</b>					
Random Ringers	91	1280	\$772.00	\$493.92	\$278.08
					\$0.00
					\$0.00
<b>DAY TRIPS</b>					
	190	2,068	\$22,979.00	\$22,828.88	\$150.12
<b>LONG DISTANCE TRIPS</b>					
	1	45	\$169.92	\$0.00	\$169.92
<b>SENIOR MAILING (Bi-Monthly)</b>					
	26	124	\$0.00	\$23.97	(\$23.97)
<b>NEWCOMERS PRESENTATION (Alternating months)</b>					
<b>ADVISORY COUNCIL MEETING (Held Quarterly)</b>					
		77			\$0.00
<b>TOTAL</b>					
	942	8547	\$44,050.92	\$45,567.10	(\$1,516.18)
<b>Misc. Expenditures</b>					
				\$255.74	(\$255.74)
<b>Additional Expenses (see below)</b>					
				\$3,547.59	(\$3,547.59)
<b>NEW MEMBERS</b>					
	12	187	Average Age	72 y/o	(\$5,319.51)

	EXPENSES	TOTAL year to date
<b>ADDITIONAL EXPENSES (STARTED FISCAL YR. 2023)</b>		
Monthly Postage	\$1,380.75	\$6,803.43
Printing & Publishing (MaineStreamer Newsletter)	\$1,113.00	\$6,710.00
Forté fees	\$1,053.84	\$1,137.70

**Maine Township**  
**MaineStreamers Account Income/Expenses**  
**December 2023**

<b>Beginning Balance 12/1/2023</b>	<b>\$150,356.24</b>
<hr/>	
<b>Income</b>	
Total amount of checks deposited (e.g., member event fees, vendor refunds)	\$38,735.44
<b>Expenses</b>	
Total Subtractions (e.g., venues, bus transportation)	\$46,873.31
<hr/>	
<b>Ending Balance 12/31/2023</b>	<b>\$142,218.37</b>

Ending Bank Balance            **\$142,218.37**

**\* Please Note**

This is an account separate from the General Town Fund

## Marie Dachniwsky

---

**From:** Oksana  
**Sent:** Tuesday, December 19, 2023 8:57 AM  
**To:** Marie Dachniwsky  
**Subject:** FW: REGISTRATION

**From:** SHARON  
**Sent:** Tuesday, December 19, 2023 8:08 AM  
**To:** Oksana Bukaczyk <obukaczyk@mainetown.com>  
**Subject:** REGISTRATION

GOOD MORNING.

YOU ANGELS DID IT AGAIN. THE REGISTRATION WAS SO EASY THAT I DID IT WITH NO PROBLEMS. CHECKED WITH JULIE WIEMER AND SHE HAD NO PROBLEMS. THANK YOU, MERRY XMAS AND HAPPY NEW YEAR.

SHARON

P.S. THANK HEAVENS, NO MORE CHECKS, ENVELOPES, STAMPS OR DRIVING TO THE DROP OFF BOX.

## Marie Dachniwsky

---

**From:** DOROTHY  
**Sent:** Friday, December 22, 2023 5:52 PM  
**To:** Marie Dachniwsky; Therese Tully  
**Subject:** new registration system

I just wanted to let you know that the new Mainstreamers' registration system is great! It is very user friendly and easy to navigate. It took me less than 10 minutes to complete mine. And I knew if I was registered in an email response right after I was finished. Thank you very much for upgrading to this way. No more drop off with return envelopes and checks, and waiting several weeks to find out if I was in or not. I hope it is as easy at your end as it was for me.

Dorothy Aebersold

# MAINESTAY YOUTH & FAMILY SERVICES

## JANUARY 2024 BOARD REPORT

*RICHARD LYON, DIRECTOR*

### **IN-SCHOOL COUNSELING PARTNERSHIP EXPANSION**

Earlier this month, we finalized an MOU with District 207 that will allow us to provide in-school counseling services to Maine West High School students. Arielle Kalvelage, Erin Callahan, and I had an orientation and planning meeting with Maine West on January 10, and Erin is now ready to start meeting with students at Maine West. This service is offered free of charge to students in need of mental health treatment who have identified barriers to receiving services at our office. I am grateful for Erin's enthusiasm to take on this additional responsibility.

### **ANGST DOCUMENTARY**

We have been invited by District 62 to participate in a showing of Angst, a 2017 documentary designed to raise awareness around anxiety in children. The film includes interviews with kids, teens, educators, experts, parents, and a special guest appearance by Michael Phelps. The event will take place on March 7 from 6-8 pm at the District 62 Early Learning Center. MaineStay staff, along with District 62 and Kenneth Young Center staff, will be on hand to help answer questions, participate in a panel discussion, and provide additional support and resources to families. We will continue to have more planning meetings prior to the event to finalize details and marketing. We are excited to help support our local students and their parents at this event!

### **FINAL AGENCY FUNDING AMOUNTS**

Final funding amounts were voted on by our board at the December 28 board meeting. Maine Township will be providing 28 non-profit organizations with a total of \$477,500 in funding for our next fiscal year starting March 1, 2024. These organizations provide valuable services to our residents, and Maine Township's support helps ensure this continues. Evan White continues to oversee this detail-oriented process well. He has sent letters and contracts to all agencies and is waiting to receive signed contracts and other documentation back that is required before payments can be issued.

### **CIVICPLUS RECREATION MANAGEMENT USER GROUP**

Last year I received an invitation and applied to be a part of the 2024 CivicPlus Recreation Management User Group. I was recently accepted into the group, and our first meeting will be on February 14. Participants in this group will be asked to provide insights to help shape the future of their CivicRec software. Involvement will include strategic quarterly sessions with thoughtful discussions and idea exchange, informative communications and updates, and exclusive previews granting privileged access to their latest developments. This will provide an ideal opportunity to share feedback about enhancements we would like to see in the CivicRec product that would make it work even better for us and our residents.

### **FEATURED STORY OF THE MONTH**

One of Summer Zumbrock's clients presented to therapy with generalized anxiety as well as wanting to explore their gender identity and sexual orientation in therapy. Summer provided psycho-education to the client, CBT, as well as created a safe space for them to discuss their thoughts and feelings related to their exploration of their gender identity and sexual orientation. The client recently experienced several positive things in their life in relation to their exploration of their gender identity and sexual orientation, including added support from a family member. The client has been able to decrease their session frequency due to the progress they have made in therapy. The client continues to work on their treatment goals and is excited for what 2024 has in store for them now!

## PROFESSIONAL DEVELOPMENT WORKSHOP

On December 8, we hosted a professional development workshop entitled *The Power of ESAs to Heal and the Role of the Therapist* and had 41 people in attendance. This workshop explored the power and impact of animals to support emotional health. Attendees brought donations for the Maine Township Food Pantry.

## SPRING PROGRAM SCHEDULE

Below is a list of some of our upcoming or ongoing programs:

- **Art in the Town** – January 22 | 4-4:50 pm (ages 6-8) | 5-6 pm (ages 9-12) | 12-weeks  
This program helps participants enhance their artistic abilities while increasing confidence and social skills.
- **Tutoring** – January 24 | 4-7 pm (1-hour sessions) | 10 weeks | grades 1-6  
Using a small-group format, our experienced tutors, who are also certified teachers, work with students to improve academic skills and self-confidence.
- **Workshop Improv Theatre** – January 24 | 5-6 pm | 8 weeks | ages 8-13  
This program focuses on confidence building and expressiveness, as participants step outside their comfort zone and learn skills such as listening, public speaking, problem solving, and teamwork.
- **Cooking Class** – February 1 | 4:30-6 pm | 5 weeks | ages 8-17  
This class, taught by an experienced chef, teaches different cooking techniques, knife safety, and culinary concepts, designed to encourage healthier lifestyle choices.
- **Anxiety Coping Skills Group** – February 5 | 5-5:50 pm | 10 weeks | grades 3-8  
This group helps participants learn effective ways to deal with stress and anxiety and emphasizes putting these skills into practice in real-life situations.
- **YAM Squad: Youth Anger Management Group** – February 6 | 6-6:50 pm | 10 weeks | grades 3-5  
This group teaches practical skills on how to deal with anger and frustration in a healthy manner.
- **\*NEW\* Shifting Sands: Sandtray Therapy Group for Youth with Behavioral Challenges at School** – February 26 | 6-6:50 pm | 10 weeks | grades 6-8  
This group aims to provide a safe, supportive, and engaging environment for youth facing behavioral challenges at school.
- **Self-Esteem Building Group** – February 26 | 4-4:45 pm | 10 weeks | grades 2-5  
This group helps students learn more about themselves, discover their strengths, and increase their self-efficacy through art, games, and empowering stories.
- **Inside Out Explorers: Emotion Regulation Group** – February 28 | 5-5:45 pm | 10 weeks | grades K-1 and grades 2-3  
This group provides a safe and supportive environment for children to explore their emotions, improve emotional intelligence, and learn healthy coping skills.
- **Pride Program** – 1st and 3rd Thursdays | 6-7 pm | ages 13-17  
This program provides a safe environment for young people who identify as LGBTQ+, who are questioning their affectional orientation or gender identity, or who are allies.
- **Mentoring** – every other Tuesday | 6-7:30 pm | ages 8-12  
Our award-winning Big Brothers Big Sisters mentoring program meets in a structured group setting and helps children enhance their social skills, confidence, and academic success.

## COUNSELING SERVICES

We had 7 new counseling intakes completed during December. We had 79 ongoing cases and now have a total of 86 cases in our affordable, strength-based counseling program. We offer clients the option to be seen in the office or via telehealth (video or phone) for counseling services. We also offer clients the flexibility to switch an appointment from in-person to telehealth if transportation, illness, or other obstacles prevent them from coming into the office, which has resulted in fewer cancellations. MaineStay is honored to have provided our residents of all ages who are struggling with mental health concerns with local and convenient access to services for nearly 50 years.

## MaineStay FY 2023-2024 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
<b>CONTACT HOURS</b>													
Therapy	217	206	226	206	132	148	188	204	207	163			1896
Psychiatric Services	4	4	5	2	1	1							15
Clinical Groups	56	28	15				28	94	67	40			328
Youth Programs	329	178	158	1002	939	21	127	283	430	159			3623
Community Programs	77	111	314	189	13	105	230	17	41	79			1175
<b>Grand Total</b>	<b>683</b>	<b>526</b>	<b>717</b>	<b>1398</b>	<b>1084</b>	<b>274</b>	<b>572</b>	<b>597</b>	<b>745</b>	<b>440</b>			<b>7036</b>
<b>THERAPY</b>													
New Cases	4	2	10	5	3	6	16	12	6	7			71
Ongoing Cases	81	77	72	73	68	61	64	70	79	79			
<b>Total Cases</b>	<b>85</b>	<b>79</b>	<b>82</b>	<b>78</b>	<b>71</b>	<b>67</b>	<b>80</b>	<b>82</b>	<b>85</b>	<b>86</b>			
<b>PSYCHIATRIC SERVICES</b>													
Ongoing Clients	9	8	6	5	4	1							
<b>Total Clients</b>	<b>9</b>	<b>8</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>1</b>							
<b>COMMUNITY EDUCATION</b>													
Professional Workshops	1					1				1			3
General Seminars		1		1			1		1				4
Attendees	42	45		28		57	106		16	41			335
<b>PEER JURY</b>													
New Cases	0		2	2			3	0	2	2			11
Jurors	15		13	12			14	15	16	17			
Ongoing Cases	4		3	5	3		0	1	0	1			
Completed Cases	3		1	0	2		1	2	1	1			11
Community Service Hours	65		25	0	60		30	90	40	10			320
<b>BBBS MENTORING</b>													
Youth Participants	13	14	14	14	14	14	11	11	11	11			
Adult Mentors	13	14	14	14	14	14	11	11	11	11			
<b>FUTURE LEADERS MENTORING</b>													
Youth Participants	18	15	15						12	10			
High School Mentors	4	4	4							1			

## MaineStay FY 2023-2024 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
<b>ART</b>													
Youth Participants	30	30					32	34	34	34			
<b>IMPROV</b>													
Youth Participants	16						15	17	17				
<b>POETRY</b>													
Youth Participants		4	4										
<b>YOGA</b>													
Youth Participants	7												
<b>PRIDE</b>													
Youth Participants	2	3	3				3	3	2				
<b>COOKING</b>													
Youth Participants	10							10	15				
<b>TUTORING</b>													
Youth Participants		12	12					24	24	24			
<b>FISH</b>													
Total Contacts	194	205	190	154	140	215	208	185	155	162			1808
Riders Served	21	25	23	24	18	27	29	23	32	21			
Rides (round trip)	41	53	64	43	43	63	60	42	46	29			484
Volunteer Drivers	14	14	13	13	11	11	11	12	12	11			



## Board Report for December/ January 2024

### Marty Cook

#### Friday Night Recovery Meetings at Oasis Park Attendance:

December 22, 2023	36 Participants
December 29, 2023	58 Participants
January 5, 2024	40 Participants
January 19, 2024	55 Participants

#### Community Outreach:

- Hosted a group outing for 18 Recovery Connection participants to an Alcoholics Anonymous convention at Holiday Inn Skokie, where speakers from around the country came and shared inspirational stories of recovery.
- Recovery Connection staff spoke to over 150 attendees at the NorthShore Saturday Night recovery meeting in Niles. Our presentation highlighted the growing need for government, healthcare and people in recovery to partner to stem the opioid and addiction crises in our country. Recovery Connection was sighted as “the model” for other communities to implement.
- Met with board of directors of The Miricale House, a local nonprofit halfway house for women recovering from alcoholism, to partner on a sober yoga program for this spring. This healthy program will raise awareness of the Miricle House services, while also exposing community members to healthy life choices.
- Community service at Roscrance, in Des Plaines. Four Recovery Connection participants volunteered by sharing their recovery stories with current patients.
- Continued to work with Lutheran General Hospital to organize recovery volunteers to help current patients in drug and alcohol unit to connect with local services upon release.
- Assisted 3 families to navigate treatment for a loved one in substance abuse crises

#### Social Media Communications:

##### Weekly E- Newsletter

- 4 e-newsletters sent to 462 participants and local health agencies
- 250 weekly opens

**Weekly Posts on Recovery Connection Facebook Page:**

- 4 posts per month
- 292 Members

FOIA

Received on  
1-9-2024

**Eva Magnowski**

---

**From:** noreply@revize.com  
**Sent:** Tuesday, January 9, 2024 2:46 PM  
**To:** Eva Magnowski  
**Subject:** FOIA Request Form

Respond by  
1-17-2024

First\_Name = Trever

Last\_Name = Woods

Address = 2600 Windsor Mall Apartment 1e Park Ridge IL Cook 60068

Email = Manny@protileusa.com

Phone = 469-283-0384

Requested\_Records = Can you please provide information for the below-given queries:1. Open code enforcement violations.2. Open/expired building permits.3. Is the property is scheduled for demolition. If yes what is the demolition date4. Any open unrecorded bills/special assessments? (i.e rubbish removal, snow removal, yard mowing)5. Please provide me a payoff for the below-given property for any unpaid water/sewer balance. Provide a payoff good through 01/31/2024.Address: 2600 Windsor Mall Apartment 1E Park Ridge IL 60068

Inspect\_or\_Copy = Copy

Commercial\_Purpose = No

How\_Receive = Email

Client IP = 115.246.221.218

FOIA

received on  
Jan. 26, 2024

**Eva Magnowski**

---

**From:** Karen Garcia <kareng@smartprocure.com>  
**Sent:** Friday, January 26, 2024 8:57 AM  
**To:** Eva Magnowski  
**Subject:** SmartProcure FOIA Request to Maine Township for Contact Information

Respond by  
Feb 27, 2024

Dear Eva Magnowski or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Maine Township for all current employee/staff contact information. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. First Name
2. Last Name
3. Position Title
4. Department
5. Direct Phone Number (if does not exist, list main phone number with extension)
6. Business Cell Phone (if provided by Maine Township)
7. Email Address
8. Office Address (Address, City, State, Zip)

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWeyYIZQMDAwMDAwMXRKRFBWSZzdD1JTCZvcmc9TWFpbmVUb3duc2hp cA%3D%3D>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to the email address noted below in my signature.

Regards,

Karen Garcia  
Data Acquisition Specialist  
SmartProcure  
Direct: +117542120045

Email: [kareng@smartprocure.com](mailto:kareng@smartprocure.com)



FOIA

Received on  
Jan. 26, 2024

**Eva Magnowski**

---

**From:** Sheri Reid <sreid@smartprocure.com>  
**Sent:** Friday, January 26, 2024 1:02 PM  
**To:** Eva Magnowski  
**Subject:** SmartProcure FOIA Request to Maine Township For PO/Vendor Information  
**Attachments:** 847353\_xlsx.html

Respond by  
Feb 27, 2024

Dear Eva Magnowski,

Thank you for reviewing our request.

Please confirm receipt of this request. The attached documents are past reports from your agency, and can be used as references for this request.

SmartProcure is submitting a commercial FOIA request to the Maine Township for general purchasing records from 10/24/2023 to the current request date of 1/25/2024. Request details are as follows:

- Our request is limited to readily available, fully electronic documents.
  - For the purpose of this request, “fully electronic” refers to dynamic PDF, Excel (csv., xlsx.), TXT or RTF files containing active text.
  - Files containing active text should allow the user to use their mouse/trackpad to highlight, select, copy and paste the text from the file.
- Responsive reports include those containing the following details per purchase:
  - 1 Unique Identifier (i.e. PO #, Invoice #, Check #, Encumbrance #, etc.)
  - Purchase Date
  - Line item details
  - Line item quantity
  - Line item price
  - Vendor ID number, name, address, contact person and their email address

The unique upload link below has been added as a security measure for current and future requests. Please feel free to upload responsive documents here, or attach them to your response email:

<https://upload.smartprocure.com/?id=c2RqPWEyYlZQMMDAwMDAwMWZoZ1lBQSZzdD1JTCZvcmc9TWfPbmVUub3duc2hpcA%3D%3D>

For any questions or concerns, please feel free to contact me via email or at the phone number in my signature below.

As always, thank you for your time and consideration.

Regards,

--  
Sheri Reid  
Data Acquisition Specialist  
SmartProcure  
Direct: (561) 609-6759 | Support: 954-420-9900