



Maine Township Board Meeting
Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, March 24, 2026

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.

7:00 pm - Call Regular Meeting to Order
Pledge of Allegiance
Roll Call

Discussion and Potential Action on the Following Items:

1. Approval of Minutes of the February 24, 2026 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. Old Business
 - Discussion and Possible Vote to Amend the Hiring Discretion Policy
 - Discussion and Possible Vote on Resolution Adopting a General Assistance Policy Pursuant to the Illinois Public Aid Code
7. New Business
 - Circulation of Supervisor's and Highway Commissioner's Annual Reports
 - Discussion of Solid Waste Collection and Recycling Services
 - Discussion and Possible Vote on Website Accessibility Compliance Options
 - Discussion and Possible Vote on Clinical Observation and Recording System Improvements
 - Discussion and Possible Vote to Hire Temporary Worker – Bookkeeping
 - Discussion and Possible Vote on Landscaping Agreement
 - Discussion and Possible Vote to Amend the Fund Balance Policy
8. Officials Reports
9. Closed/Executive Session – pursuant to Section 2(c)(1) of the Open Meetings Act; discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; and pursuant to Section 2(c)(5) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and pursuant to Section 2(c)(11) of the

Open Meetings Act litigation which is probable or imminent; review and approval of closed session minutes (ILCS 5/120/2.06).

10. Approval of April 14, 2026 Annual Town Meeting Agenda

11. Adjournment

Upcoming Events

April 1, 2026	Neighborhood Watch
April 7, 2026	NSLA Tenant Rights Presentation
April 14, 2026	Annual Town Meeting
April 18, 2026	E Waste Recycling Day
May 16, 2026	Shredding Event
June 27, 2026	Community Resource Fair

Upcoming Board Meetings

April 28, 2026
May 26, 2026
June 30, 2026
July 28, 2026

MAINE TOWNSHIP GENERAL TOWN FUND

	REVENUE																
		MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD INCOME	BUDGET	BALANCE	% Collected
Property Tax		\$1,296,470.27	\$135,571.50	\$0.00	\$5,025.13	\$0.00	\$22,411.28	\$7,064.65	\$0.00	\$0.00	\$1,634,792.32	\$361,908.41	\$0.00	\$3,463,243.56	\$3,800,000.00	\$336,756.44	91%
Interest Income		\$20,842.78	\$21,558.64	\$20,295.67	\$17,279.24	\$16,975.00	\$16,501.61	\$14,149.70	\$12,770.39	\$10,513.22	\$9,502.65	\$8,885.40	\$7,987.24	\$177,261.54	\$200,000.00	\$22,738.46	89%
MaineStay Income		\$4,540.00	\$8,057.00	\$7,407.32	\$10,765.00	\$4,480.00	\$6,113.68	\$4,306.50	\$4,381.00	\$2,617.50	\$2,500.00	\$5,407.50	\$3,725.00	\$64,300.50	\$60,000.00	-\$4,300.50	107%
Yard Stickers and Rebates		\$91.50	\$350.00	\$691.00	\$364.00	\$419.00	\$509.00	\$293.50	\$1,645.00	\$479.50	\$85.50	\$70.00	\$20.00	\$5,018.00	\$8,000.00	\$2,982.00	63%
Postage		\$140.00	\$112.00	\$336.00	\$392.00	\$168.00	\$56.00	\$0.00	\$143.00	\$290.00	\$174.00	\$87.00	\$116.00	\$2,014.00	\$5,000.00	\$2,986.00	40%
Passport Fees		\$4,869.00	\$4,705.70	\$3,670.00	\$3,528.00	\$4,738.00	\$3,808.00	\$2,560.00	\$4,634.00	\$3,213.00	\$3,280.00	\$4,866.00	\$4,085.00	\$47,956.70	\$50,000.00	\$2,043.30	96%
Transportation Fees		\$0.00	\$12.00	\$0.00	\$0.00	\$0.00	\$45.00	\$0.00	\$35.00	\$40.00	\$20.00	\$50.00	\$40.00	\$242.00	\$400.00	\$158.00	61%
Prsnl Prop Replacement Tax		\$6,890.97	\$6,539.14	\$25,011.59	\$0.00	\$18,031.33	\$3,098.15	\$0.00	\$18,668.25	\$0.00	\$14,789.29	\$17,906.42	\$0.00	\$110,935.14	\$200,000.00	\$89,064.86	55%
Other Income		\$10,831.24	\$5,107.88	\$0.00	\$50.00	\$50.00	\$225.00	\$598.46	-\$690.07	\$50.00	\$50.00	\$9,077.37	\$0.00	\$25,349.88	\$20,000.00	-\$5,349.88	127%
Hunting/Fishing License		\$31.00	\$249.25	\$26.00	\$60.75	\$238.00	\$65.00	\$88.00	\$155.50	\$100.00	\$20.00	\$7.50	\$0.00	\$1,041.00	\$1,500.00	\$459.00	69%
Recovery Connection Grant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0%
License Plate Stickers		\$457.00	\$1,840.90	\$1,536.00	\$2,448.00	\$1,442.00	\$2,055.00	\$1,870.00	\$1,725.00	\$1,925.70	\$1,557.00	\$1,177.70	-\$54.00	\$17,980.30	\$20,000.00	\$2,019.70	90%
TOTAL REVENUES		\$1,345,163.76	\$184,104.01	\$58,973.58	\$39,912.12	\$46,541.33	\$54,887.72	\$30,930.81	\$43,467.07	\$19,228.92	\$1,666,770.76	\$409,443.30	\$15,919.24	\$3,915,342.62	\$4,394,900.00	\$479,557.38	89%
<i>MaineStreamers</i>		\$38,764.64	\$65,923.00	\$18,933.50	\$36,119.00	\$11,229.32	\$43,299.00	\$18,602.59	\$40,841.00	\$16,091.00	\$46,298.97	\$2,706.00	\$50,037.84	\$388,845.86			

MAINE TOWNSHIP GENERAL TOWN FUND

EXPENSES																	
ADMINISTRATION																	
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Salaries/Gross Pay Account	\$50,095.92	\$54,199.80	\$49,751.68	\$72,462.56	\$115,964.29	\$46,263.39	\$46,510.32	\$45,943.96	\$50,520.08	\$66,960.90	\$43,202.62	\$44,949.18	\$686,824.70	\$800,000.00	\$113,175.30	14%
	Salaries/Elected Officials	\$10,588.00	\$10,587.99	\$10,588.00	\$14,303.33	\$25,307.39	\$6,598.54	\$14,303.33	\$14,303.33	\$14,303.33	\$25,307.39	\$7,290.84	\$14,995.63	\$168,477.10	\$180,000.00	\$11,522.90	6%
	IDES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,865.00	\$0.00	\$0.00	\$5.35	\$7,870.35	\$8,001.00	\$130.65	2%
	Tuition Reimbursement	\$0.00	\$0.00	\$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	\$4,573.43	\$4,489.86	\$4,551.18	\$6,417.88	\$10,484.86	\$3,944.76	\$4,444.98	\$4,399.24	\$4,753.70	\$6,742.55	\$3,766.25	\$4,380.79	\$62,949.48	\$69,000.00	\$6,050.52	9%
	IMRF	\$3,045.05	\$2,987.76	\$3,114.99	\$4,576.98	\$7,755.74	\$2,781.54	\$2,796.30	\$2,764.30	\$21,669.89	\$3,846.29	\$2,556.36	\$2,115.96	\$60,011.16	\$64,000.00	\$3,988.84	6%
	Administrative Div. Health Ins.	\$48,334.62	\$21,970.72	\$23,363.74	\$14,328.12	\$29,913.63	\$23,902.57	\$22,752.15	\$22,752.15	\$13,041.79	\$16,113.15	\$18,341.61	-\$1,985.12	\$252,829.13	\$310,000.00	\$57,170.87	18%
	Life Insurance	\$199.33	\$96.45	\$102.88	\$108.00	\$129.60	\$115.20	\$115.20	\$115.20	\$93.60	\$100.80	\$100.80	\$0.00	\$1,277.06	\$1,500.00	\$222.94	15%
	Dental Insurance	\$1,301.24	\$396.82	\$432.63	\$363.46	\$428.94	\$695.63	\$537.04	\$505.64	\$225.75	\$149.08	\$572.74	-\$360.86	\$5,248.11	\$6,000.00	\$751.89	13%
	Bookkeeper/Accounting Service	\$4,993.56	\$5,610.31	\$5,700.56	\$5,381.95	\$5,157.23	\$7,338.82	\$4,755.97	\$4,804.01	\$6,871.63	\$6,664.09	\$6,753.69	\$7,824.00	\$71,855.82	\$75,000.00	\$3,144.18	4%
	Audit Services	\$0.00	\$0.00	\$0.00	\$0.00	\$9,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,215.00	\$15,000.00	\$5,785.00	39%
	Building & Grounds Maint	\$672.83	\$1,631.80	\$1,920.30	\$2,879.88	\$2,657.31	\$2,318.33	\$3,110.47	\$4,822.06	\$1,703.80	\$1,293.49	\$1,696.45	\$3,042.22	\$27,748.94	\$30,000.00	\$2,251.06	8%
	Community Info-Support	\$2,850.00	\$2,850.00	\$1,654.92	\$4,896.77	\$3,450.00	\$3,450.00	\$3,450.00	\$0.00	\$6,900.00	\$3,450.00	\$3,450.00	\$3,450.00	\$39,851.69	\$40,000.00	\$148.31	0%
	Grant Writer	\$0.00	\$0.00	\$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%
	Conferences Meetings	\$0.00	\$84.60	\$0.00	\$146.75	\$0.00	\$693.50	\$727.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,851.85	\$2,500.00	\$648.15	26%
	Special Programs	\$42.25	\$1,686.91	\$1,984.38	\$276.09	\$796.50	\$193.99	\$4,932.20	\$3,413.01	\$449.95	\$1,625.05	\$200.99	\$1,069.99	\$16,671.31	\$17,000.00	\$328.69	2%
	Dues Subscriptions	\$3,152.20	\$142.20	\$112.20	\$231.20	\$1,308.53	\$1,840.91	\$2,162.20	\$212.19	\$112.20	\$112.20	\$112.20	\$319.20	\$9,817.43	\$10,000.00	\$182.57	2%
	Equipment Leasing Maint	\$2,213.46	\$2,131.79	\$1,343.01	\$40.00	\$1,852.33	\$2,189.00	\$40.00	\$2,963.33	\$1,718.01	\$40.00	\$2,600.33	-\$167.00	\$16,964.26	\$17,000.00	\$35.74	0%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$66,496.70	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,996.70	\$67,000.00	\$3.30	0%
	Website/Email Host	\$4,500.00	\$0.00	\$557.50	\$1,310.98	\$26.97	\$4,526.97	\$16,732.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,655.39	\$29,000.00	\$1,344.61	5%
	Print Management	\$136.40	\$545.60	-\$272.80	\$272.80	\$0.00	\$132.00	\$545.60	-\$272.80	\$272.80	\$0.00	\$136.40	\$136.40	\$1,632.40	\$2,000.00	\$367.60	18%
	Computer Tech Support	\$359.60	\$719.20	\$0.00	\$719.20	\$359.60	\$719.20	\$719.20	\$0.00	\$359.60	\$0.00	\$359.60	\$359.60	\$4,315.20	\$4,500.00	\$184.80	4%
	Legal Services	\$77.51	\$2,972.52	\$2,010.00	\$2,621.25	\$4,946.02	\$2,663.25	\$1,211.25	\$2,418.75	\$3,944.25	\$4,524.56	\$3,626.25	\$1,794.26	\$32,809.87	\$40,000.00	\$7,190.13	18%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,973.15	\$376.09	\$0.00	\$81.10	\$2,430.34	\$5,000.00	\$2,569.66	51%
	Police Protection	\$0.00	\$4,000.00	\$8,200.00	\$0.00	\$4,400.00	\$3,800.00	\$3,400.00	\$3,800.00	\$2,800.00	\$3,800.00	\$5,400.00	\$0.00	\$39,600.00	\$51,000.00	\$11,400.00	22%
	Plan Commission	\$0.00	\$0.00	\$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	-\$3,930.16	\$12,641.13	-\$318.65	\$403.02	-\$455.28	\$15,123.05	\$66.53	-\$760.12	\$527.38	\$14,657.24	-\$988.20	\$622.30	\$37,588.24	\$55,000.00	\$17,411.76	32%
	Printing Publishing	-\$3,285.00	\$2,089.21	\$12,772.37	\$1,719.62	\$22.52	\$14,829.00	\$693.80	-\$1,600.00	\$1,061.00	\$14,729.99	-\$1,475.93	\$801.34	\$42,357.92	\$72,000.00	\$29,642.08	41%
	Code Enforcement Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$192.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54.99	\$0.00	\$0.00	\$246.99	\$1,000.00	\$753.01	75%
	Maine Township Rec. Connections	\$3,602.93	\$2,966.22	\$5,299.52	\$5,015.67	\$3,095.86	\$8,238.37	\$7,184.04	\$5,146.96	\$4,777.53	\$6,989.87	\$6,371.77	\$7,606.94	\$66,295.68	\$70,000.00	\$3,704.32	5%
	Telecommunications	\$1,981.85	\$2,147.04	\$2,051.70	\$2,332.79	\$2,342.67	\$1,458.59	\$2,548.93	\$1,860.24	\$1,891.69	\$2,018.11	\$1,705.70	\$1,700.79	\$24,040.10	\$30,000.00	\$5,959.90	20%
	Staff Training	\$0.00	\$0.00	\$0.00	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$136.00	\$1,000.00	\$864.00	86%
	Transportation/Mainlines	\$100.00	\$0.00	\$215.00	\$25.00	\$10.00	\$70.00	\$230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00	\$1,500.00	\$850.00	57%
	Utilities	\$1,839.55	\$3,036.36	\$2,271.80	\$2,446.01	\$3,739.99	\$2,828.69	\$3,006.31	\$3,011.05	\$2,171.61	\$2,008.22	\$2,799.84	\$3,208.60	\$32,368.03	\$33,000.00	\$631.97	2%
	Miscellaneous (Adminstr)	\$0.00	\$0.00	\$8.75	\$0.00	\$516.39	\$0.00	\$0.00	\$0.00	\$66.72	\$0.00	\$20.00	\$0.00	\$611.86	\$750.00	\$138.14	18%
	PACE	\$0.00	\$672.40	\$113.50	\$295.70	\$268.73	\$319.13	\$507.37	\$355.78	\$535.83	\$523.83	\$264.16	\$936.76	\$4,793.19	\$4,750.00	-\$43.19	-1%
	National Night Out	\$0.00	\$0.00	\$147.08	\$0.00	\$0.00	\$4,616.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,763.18	\$5,000.00	\$236.82	5%
	Office Supplies/Sm. Equipment	\$211.51	\$1,299.43	\$561.92	\$1,594.37	\$1,496.79	\$1,260.98	\$5,960.28	\$644.17	\$7,716.42	-\$691.82	\$326.37	\$3,939.06	\$24,319.48	\$28,000.00	\$3,680.52	13%
	Operating Supplies Maint	\$1,011.58	\$2,675.28	\$240.55	\$334.25	\$1,088.31	\$2,990.37	\$1,078.67	\$2,138.04	\$280.16	\$951.94	\$1,467.10	\$113.75	\$14,370.00	\$18,500.00	\$4,130.00	22%
	Vehicle Expense	\$145.80	\$285.32	\$0.00	\$0.00	\$45.00	\$45.00	\$0.00	\$36.00	\$45.00	\$81.74	\$859.64	\$1,158.90	\$2,702.40	\$4,000.00	\$1,297.60	32%
	Building	\$1,090.00	\$1,535.00	\$1,399.50	\$1,875.00	\$2,463.00	\$0.00	\$2,385.00	\$29,880.00	\$1,675.00	\$0.00	\$505.00	\$850.00	\$43,657.50	\$45,000.00	\$1,342.50	3%
	Project Clean-up/Waste Hauler	\$126.00	\$0.00	\$685.50	\$0.00	\$566.50	\$283.50	\$1,872.50	\$0.00	\$0.00	\$344.50	\$1,100.00	\$220.00	\$5,198.50	\$15,000.00	\$9,801.50	65%
	Capital Fund	\$0.00	\$0.00	\$10,000.00	\$0.00	\$13,920.00	\$0.00	\$25,017.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,937.00	\$150,000.00	\$101,063.00	67%
	Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,685.00	\$69,685.00	100%
	Total	\$140,029.46	\$146,451.72	\$217,060.41	\$147,394.63	\$253,466.42	\$166,230.38	\$184,296.61	\$153,856.49	\$159,967.27	\$182,774.25	\$113,122.58	\$103,289.14	\$1,967,939.36	\$2,452,688.00	\$484,748.64	20%

MAINE TOWNSHIP GENERAL TOWN FUND

ASSESSOR																	
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Assessor Division Salary	\$18,790.61	\$18,998.30	\$19,046.34	\$26,013.19	\$40,234.88	\$19,865.64	\$19,864.50	\$23,416.96	\$19,809.41	\$30,178.06	\$19,774.38	\$19,797.02	\$275,789.29	\$292,320.00	\$16,530.71	6%
	Assessor Division SS	\$1,332.11	\$1,348.01	\$1,333.50	\$1,647.03	\$2,215.99	\$1,443.63	\$1,420.66	\$1,449.56	\$1,416.46	\$2,166.63	\$1,449.57	\$1,428.42	\$18,651.57	\$20,807.00	\$2,155.43	10%
	Assessor Division IMRF	\$1,233.00	\$1,233.00	\$1,233.00	\$1,476.74	\$1,947.00	\$1,298.00	\$1,298.00	\$1,298.00	\$1,298.00	\$1,947.00	\$1,298.00	\$1,072.12	\$16,631.86	\$17,128.00	\$496.14	3%
	Health Insurance	\$20,333.22	\$9,905.93	\$9,905.93	\$9,905.93	\$6,455.07	\$8,571.52	\$8,351.75	\$8,351.75	\$8,351.75	\$8,131.98	\$8,571.52	-\$439.54	\$106,396.81	\$138,240.00	\$31,843.19	23%
	Dental Insurance	\$385.46	\$128.52	\$128.52	\$146.00	\$91.09	\$214.86	\$155.30	\$155.30	\$155.30	\$95.74	\$214.86	-\$119.12	\$1,751.83	\$3,000.00	\$1,248.17	42%
	Life Insurance	\$38.58	\$19.29	\$19.29	\$21.60	\$21.60	\$21.60	\$21.60	\$21.60	\$21.60	\$21.60	\$21.60	\$0.00	\$249.96	\$300.00	\$50.04	17%
	Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00	100%
	Cook Cty Assessor Tie-in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$475.00	\$0.00	\$550.00	\$0.00	\$1,025.00	\$1,050.00	\$25.00	2%
	Dues-Subscriptions	\$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	\$570.00	\$70.00	12%
	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	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging Exp	\$18.69	\$0.00	\$93.36	\$0.00	\$0.00	\$19.42	\$0.00	\$0.00	\$0.00	\$0.00	\$31.37	\$0.00	\$162.84	\$1,500.00	\$1,337.16	89%
	Postage	\$19.25	\$59.68	\$9.66	\$127.24	\$56.93	\$88.35	\$37.74	\$162.06	\$7.69	\$15.58	\$125.80	\$0.00	\$709.98	\$1,200.00	\$490.02	41%
	Printing-Publishing	\$0.00	\$0.00	\$103.46	\$245.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.22	\$350.99	\$800.00	\$449.01	56%
	Sidwell Maps	\$0.00	\$0.00	\$138.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$138.13	\$700.00	\$561.87	80%
	Staff Training	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$319.79	\$46.46	\$0.00	\$0.00	\$0.00	\$59.21	\$100.12	\$0.00	\$45.00	\$16.48	\$587.06	\$2,000.00	\$1,412.94	71%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$23.80	\$158.23	\$0.00	\$0.00	\$0.00	\$142.36	\$74.95	\$0.00	\$301.64	\$678.97	\$1,379.95	\$4,300.00	\$2,920.05	68%
	Total	\$42,150.92	\$31,692.73	\$32,354.78	\$39,787.73	\$51,022.56	\$31,523.02	\$31,149.55	\$35,056.80	\$31,710.28	\$42,556.59	\$32,383.74	\$22,936.57	\$424,325.27	\$485,366.00	\$61,040.73	13%

MAINE TOWNSHIP GENERAL TOWN FUND

	MAINESTAY																
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	MaineStay Salary	\$28,920.86	\$29,303.36	\$28,230.86	\$32,656.86	\$42,994.68	\$28,663.12	\$28,663.12	\$28,663.12	\$28,663.12	\$44,071.61	\$29,970.82	\$30,047.74	\$380,849.27	\$415,000.00	\$34,150.73	8%
	Social Security	\$2,147.04	\$2,176.30	\$2,094.25	\$2,432.84	\$3,189.21	\$2,153.70	\$2,125.54	\$2,125.54	\$2,125.54	\$3,261.73	\$2,235.80	\$2,213.54	\$28,281.03	\$32,000.00	\$3,718.97	12%
	IMRF	\$2,095.24	\$2,095.24	\$2,095.24	\$2,514.58	\$3,310.59	\$2,207.06	\$2,207.06	\$2,207.06	\$2,207.06	\$3,393.52	\$2,307.76	\$1,911.04	\$28,551.45	\$29,000.00	\$448.55	2%
	Administrative Div. Health Ins.	\$19,332.46	\$9,418.37	\$9,418.37	\$9,418.37	\$9,221.87	\$9,691.91	\$9,443.42	\$9,443.42	\$9,443.42	\$9,194.93	\$9,691.91	-\$496.98	\$113,221.47	\$125,000.00	\$11,778.53	9%
	Life Ins.	\$77.16	\$38.58	\$38.58	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$0.00	\$499.92	\$500.00	\$0.08	0%
	Dental Ins.	\$391.30	\$130.46	\$130.46	\$148.22	\$74.13	\$208.96	\$139.32	\$139.32	\$139.32	\$69.68	\$208.96	-\$139.28	\$1,640.85	\$2,200.00	\$559.15	25%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$233.50	\$154.16	\$24.98	\$135.91	\$0.00	\$138.00	\$0.00	\$686.55	\$700.00	\$13.45	2%
	Consultation/Staff Training	\$25.00	\$50.00	\$0.00	\$540.00	\$0.00	\$0.00	\$209.99	\$0.00	\$616.55	\$0.00	\$161.25	\$60.00	\$1,662.79	\$1,700.00	\$37.21	2%
	Special Programs	\$1,471.48	\$690.29	\$5,974.89	\$956.57	\$712.18	\$1,114.14	\$1,528.59	\$684.62	\$2,450.27	\$2,045.81	\$87.35	\$1,382.40	\$19,098.59	\$19,000.00	-\$98.59	-1%
	Dues-Subscriptions/Licensures	\$777.48	\$517.63	\$612.05	\$269.39	\$493.28	\$420.06	\$185.22	\$620.65	\$513.28	\$424.73	\$274.01	\$344.14	\$5,451.92	\$5,500.00	\$48.08	1%
	Print Management	\$136.40	\$272.80	\$0.00	\$136.40	\$136.40	\$132.00	\$272.80	\$0.00	\$136.40	\$136.40	\$136.40	\$136.40	\$1,632.40	\$1,850.00	\$217.60	12%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$702.00	\$0.00	\$0.00	\$0.00	\$702.00	\$48.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00	0%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$4,315.20	\$4,500.00	\$184.80	4%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$108.41	\$0.00	\$0.00	\$216.64	\$0.00	\$0.00	\$700.87	\$0.00	\$0.00	\$13.72	\$1,039.64	\$1,500.00	\$460.36	31%
	Postage	\$0.69	\$0.69	\$3.45	\$0.69	\$0.69	\$3.56	\$0.74	\$2.22	\$1.48	\$3.70	\$65.34	\$1.03	\$84.28	\$100.00	\$15.72	16%
	Printing-Publishing	\$28.93	\$0.00	\$0.00	\$400.13	\$0.00	\$0.00	\$45.67	\$0.00	\$0.00	\$0.00	\$50.82	\$60.00	\$585.55	\$600.00	\$14.45	2%
	Community Education	\$0.00	\$27.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.99	\$100.00	\$72.01	72%
	Training Manual & Books	\$0.00	\$0.00	\$0.00	\$0.00	\$82.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$248.01	\$31.40	\$362.36	\$365.00	\$2.64	1%
	Miscellaneous	\$0.00	\$0.00	\$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	\$1,174.70	\$0.00	\$0.00	\$595.47	\$152.57	\$744.53	\$338.74	-\$449.96	\$89.94	\$182.83	\$55.61	\$486.61	\$3,371.04	\$3,600.00	\$228.96	6%
	Youth Recreation Fund	\$0.00	\$0.00	\$0.00	\$900.00	\$0.00	\$0.00	-\$199.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.95	\$3,000.00	\$2,299.05	77%
	Summer Youth Camp	\$0.00	\$0.00	\$4,294.07	\$1,915.79	\$1,405.99	\$1,017.94	\$7,572.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,206.44	\$16,300.00	\$93.56	1%
	Garage Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$699.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$699.52	\$1,000.00	\$300.48	30%
	Total	\$56,938.34	\$45,081.31	\$54,062.23	\$53,288.11	\$62,177.34	\$47,209.92	\$53,838.29	\$43,863.77	\$47,625.96	\$63,187.74	\$46,034.84	\$36,411.36	\$609,719.21	\$664,315.00	\$54,595.79	8%

MAINE TOWNSHIP GENERAL TOWN FUND

	SENIOR																
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Senior Salary	\$22,154.34	\$22,154.34	\$22,154.34	\$25,477.45	\$34,560.72	\$23,040.48	\$23,040.48	\$23,040.48	\$23,040.48	\$34,560.72	\$23,040.48	\$23,040.48	\$299,304.79	\$305,500.00	\$6,195.21	2%
	Social Security	\$1,649.14	\$1,649.14	\$1,649.14	\$1,903.35	\$2,574.77	\$1,739.43	\$1,716.30	\$1,716.30	\$1,716.30	\$2,574.45	\$1,739.43	\$1,716.30	\$22,344.05	\$24,000.00	\$1,655.95	7%
	IMRF	\$1,705.88	\$1,705.88	\$1,705.88	\$1,961.77	\$2,661.18	\$1,774.12	\$1,774.12	\$1,774.12	\$1,774.12	\$2,661.18	\$1,774.12	\$1,465.38	\$22,737.75	\$23,000.00	\$262.25	1%
	Life Ins.	\$51.44	\$25.72	\$25.72	\$28.80	\$28.80	\$28.80	\$28.80	\$28.80	\$28.80	\$28.80	\$28.80	\$0.00	\$333.28	\$350.00	\$16.72	5%
	Dental Ins.	\$326.28	\$108.78	\$108.78	\$123.59	\$61.81	\$174.24	\$116.17	\$116.17	\$116.17	\$58.10	\$174.24	-\$116.14	\$1,368.19	\$1,600.00	\$231.81	14%
	Administrative Div. Health Ins.	\$16,523.92	\$8,050.11	\$8,050.11	\$8,050.11	\$7,875.00	\$8,280.33	\$8,068.03	\$8,068.03	\$8,068.03	\$7,855.73	\$8,280.33	-\$424.60	\$96,745.13	\$104,000.00	\$7,254.87	7%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$326.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$326.96	\$900.00	\$573.04	64%
	Special Programs	\$350.00	\$0.00	\$3,519.02	\$24.86	\$0.00	-\$180.08	\$199.05	\$0.00	\$4,131.18	\$0.00	\$0.00	\$0.00	\$8,044.03	\$8,100.00	\$55.97	1%
	Print Management	\$136.40	\$272.80	\$0.00	\$136.40	\$136.40	\$132.00	\$272.80	\$0.00	\$136.40	\$136.40	\$136.40	\$136.40	\$1,632.40	\$1,700.00	\$67.60	4%
	Dues-Subscriptions	\$5,926.16	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$562.64	\$0.00	\$6,563.80	\$7,500.00	\$936.20	12%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$2,100.00	100%
	Telecommunications	\$1.75	\$2.34	\$2.00	\$2.17	\$2.35	\$2.43	\$2.46	\$2.21	\$2.55	\$3.32	\$4.18	\$2.12	\$29.88	\$75.00	\$45.12	60%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$0.00	\$158.23	\$0.00	\$0.00	\$0.00	\$0.00	\$59.96	\$83.67	\$0.00	\$2,355.01	\$2,656.87	\$13,000.00	\$10,343.13	80%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$4,315.20	\$4,500.00	\$184.80	4%
	Total	\$49,184.91	\$34,328.71	\$37,574.59	\$38,553.29	\$48,260.63	\$35,426.35	\$35,577.81	\$35,105.71	\$39,433.59	\$48,238.30	\$36,100.22	\$28,534.55	\$466,402.33	\$496,325.00	\$29,922.67	6%
	<i>MaineStreamers</i>	\$33,825.30	\$37,341.27	\$22,304.34	\$20,643.14	\$32,428.78	\$32,367.90	\$49,737.68	\$32,298.95	\$47,543.05	\$44,448.82	\$43,452.16	\$17,282.35	\$413,673.74			

MAINE TOWNSHIP GENERAL TOWN FUND

	CLERK																
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Clerk's Division Salary	\$10,547.78	\$10,168.48	\$10,880.56	\$17,084.11	\$18,487.67	\$12,672.86	\$12,019.21	\$11,433.82	\$12,446.46	\$17,801.56	\$12,337.51	\$12,731.82	\$158,611.84	\$175,000.00	\$16,388.16	9%
	Social Security	\$776.51	\$747.48	\$801.96	\$1,276.51	\$1,367.94	\$953.88	\$888.34	\$843.53	\$921.00	\$1,315.10	\$928.24	\$942.83	\$11,763.32	\$13,400.00	\$1,636.68	12%
	IMRF	\$565.93	\$550.31	\$602.60	\$1,058.29	\$1,087.14	\$724.76	\$696.67	\$724.76	\$724.76	\$1,070.45	\$722.95	\$598.64	\$9,127.26	\$9,500.00	\$372.74	4%
	Administrative Div. Health Ins.	\$10,906.84	\$5,313.59	\$5,313.59	\$5,313.59	\$5,181.34	\$5,457.21	\$5,317.29	\$5,317.29	\$5,317.29	\$5,177.37	\$5,457.21	-\$279.84	\$63,792.77	\$67,500.00	\$3,707.23	5%
	Life Ins.	\$25.72	\$12.86	\$12.86	\$14.40	\$14.40	\$14.40	\$14.40	\$14.40	\$14.40	\$14.40	\$14.40	\$0.00	\$166.64	\$250.00	\$83.36	33%
	Dental Ins.	\$218.84	\$72.96	\$72.96	\$82.89	\$41.45	\$116.86	\$77.91	\$77.91	\$77.91	\$38.96	\$116.86	-\$77.90	\$917.61	\$1,250.00	\$332.39	27%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$230.00	\$2,000.00	\$1,770.00	89%
	Dues-Subscriptions	\$30.00	\$0.00	\$0.00	\$0.00	\$46.00	\$8.51	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$334.51	\$400.00	\$65.49	16%
	Print Management	\$136.40	\$272.80	\$0.00	\$136.40	\$136.40	\$132.00	\$272.80	\$0.00	\$136.40	\$136.40	\$136.40	\$136.40	\$1,632.40	\$1,850.00	\$217.60	12%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$370.62	\$0.00	\$0.00	\$0.00	\$410.62	\$2,000.00	\$1,589.38	79%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$112.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84.35	\$0.00	\$196.69	\$700.00	\$503.31	72%
	Honor Flight	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	0%
	Computer Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$4,315.20	\$4,400.00	\$84.80	2%
	Postage	\$2,052.52	\$6.21	\$796.67	\$833.09	\$572.10	\$724.14	\$490.26	\$464.48	\$710.45	\$514.11	\$639.27	\$202.23	\$8,005.53	\$8,000.00	-\$5.53	0%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$1,765.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,765.69	\$2,200.00	\$434.31	20%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$30.00	\$100.00	\$70.00	70%
	Office Supplies/Sm Equipment	\$79.65	\$119.65	\$2,549.25	\$158.23	\$0.00	\$40.87	\$95.96	\$50.00	\$70.85	\$190.89	\$285.93	\$635.21	\$4,276.49	\$4,500.00	\$223.51	5%
	Hunting/Fishing License	\$23.75	\$220.00	\$27.00	\$43.75	\$213.75	\$31.50	\$41.50	\$166.00	\$81.00	\$46.50	\$7.00	\$0.00	\$901.75	\$1,000.00	\$98.25	10%
	License Plate Stickers	\$397.20	\$1,759.50	\$1,451.50	\$2,314.50	\$1,506.10	\$1,931.50	\$1,907.50	\$1,653.70	\$1,642.00	\$1,725.50	\$1,139.30	\$20.90	\$17,449.20	\$20,000.00	\$2,550.80	13%
	Total	\$26,120.74	\$19,603.44	\$22,868.55	\$30,441.05	\$29,126.23	\$23,398.09	\$22,181.44	\$21,145.49	\$22,872.74	\$29,390.84	\$22,509.02	\$15,269.89	\$284,927.52	\$315,050.00	\$30,122.48	10%

MAINE TOWNSHIP GENERAL TOWN FUND

0%	OEM																
	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Emergency Mgmt Salary	\$1,525.00	\$915.00	\$815.00	\$4,074.34	\$3,835.40	\$3,642.20	\$2,667.90	\$3,533.38	\$4,485.46	\$8,113.61	\$3,479.74	\$1,532.74	\$38,619.77	\$38,000.00	-\$619.77	-2%
	OEM Social Security	\$116.67	\$70.01	\$62.36	\$311.69	\$293.43	\$278.63	\$204.11	\$270.31	\$343.14	\$620.69	\$266.21	\$117.26	\$2,954.51	\$2,900.00	-\$54.51	-2%
	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$279.65	\$0.00	\$268.22	\$0.00	\$0.00	\$2,928.15	\$0.00	\$3,476.02	\$4,000.00	\$523.98	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	\$0.00	\$0.00	\$500.00	\$500.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$616.12	\$0.00	\$445.00	\$0.00	\$1,061.12	\$1,500.00	\$438.88	29%
	Dues-Subscriptions	\$0.00	\$0.00	\$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	\$0.00	\$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%
	Utilities	\$169.43	\$656.30	\$186.78	\$180.01	\$395.65	\$252.19	\$343.11	\$251.60	\$311.81	\$264.41	\$594.79	\$651.75	\$4,257.83	\$4,500.00	\$242.17	5%
	Telecommunications	\$53.89	\$53.89	\$53.89	\$53.89	\$53.94	\$53.94	\$53.96	\$39.39	\$402.78	\$39.39	\$3,020.89	\$39.39	\$3,919.24	\$3,900.00	-\$19.24	0%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$465.00	\$0.00	\$465.00	\$1,500.00	\$1,035.00	69%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$0.00	\$2,857.77	\$1,684.69	\$960.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,502.87	\$10,100.00	\$4,597.13	46%
	Operating Supplies	\$0.00	\$0.00	\$804.34	\$0.00	\$111.93	\$2,200.66	\$721.19	\$0.00	\$408.83	\$317.84	\$2,720.10	\$0.00	\$7,284.89	\$10,000.00	\$2,715.11	27%
	Disaster Operations Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$797.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$797.00	\$3,000.00	\$2,203.00	73%
	Building	\$0.00	\$0.00	\$0.00	\$0.00	\$157.38	\$0.00	\$0.00	\$1,012.03	\$1,479.65	\$602.54	\$4,519.00	\$1,083.50	\$8,854.10	\$8,000.00	-\$854.10	-11%
	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,228.50	\$4,106.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,334.90	\$7,000.00	\$665.10	10%
	Total	\$1,864.99	\$1,695.20	\$1,922.37	\$7,477.70	\$7,329.42	\$9,896.18	\$8,096.67	\$5,374.93	\$8,047.79	\$9,958.48	\$18,438.88	\$3,424.64	\$83,527.25	\$96,300.00	\$12,772.75	13%

MAINE TOWNSHIP GENERAL TOWN FUND

	Mental Health/Comm Serv.	\$22,817	\$26,817	\$40,117	\$31,967	\$30,692	\$72,042	\$43,517	\$24,817	\$45,092	\$30,567	\$24,815	\$79,240	\$472,500	\$472,500	\$0	0%
	Total Operating Exp	\$339,106	\$305,670	\$405,960	\$348,910	\$482,075	\$385,726	\$378,657	\$319,220	\$354,750	\$406,673	\$293,404	\$289,106	\$3,885,016	\$4,982,544	\$612,162	12%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

	REVENUE	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD INCOME	BUDGET	BALANCE	% Collected
Property Tax		\$256,227.85	\$26,999.11	\$0.00	\$955.36	\$0.00	\$4,392.32	\$1,422.19	\$0.00	\$0.00	\$0.00	\$311,717.81	\$46,880.21	\$648,594.85	\$800,000.00	\$151,405.15	81%
SS Reimbursement		\$0.00	\$970.00	\$0.00	\$0.00	\$4,671.29	\$10,848.73	\$6,825.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,315.40	\$27,500.00	\$4,184.60	85%
Interest Income		\$5,714.14	\$6,035.30	\$6,233.02	\$5,903.14	\$5,935.28	\$5,938.05	\$5,672.58	\$5,024.85	\$4,702.21	\$4,218.87	\$3,605.02	\$3,299.75	\$62,282.21	\$20,000.00	-\$42,282.21	311%
Energy Assistance Revenue		\$5,425.00	\$1,596.00	\$1,400.00	\$0.00	\$1,731.00	\$36.00	\$18.00	\$180.00	\$0.00	\$738.00	\$0.00	\$1,068.00	\$12,192.00	\$18,000.00	\$5,808.00	68%
Other Income		\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,180.00	\$2,260.00	\$12,000.00	\$9,740.00	19%
TOTAL REVENUES		\$267,446.99	\$35,600.41	\$7,633.02	\$6,858.50	\$12,337.57	\$21,215.10	\$13,938.15	\$5,204.85	\$4,702.21	\$4,956.87	\$315,322.83	\$53,427.96	\$748,644.46	\$877,500.00	\$128,855.54	85%
EXPENSES																	
EXPENSES-ADMINISTRATIVE																	
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Salaries	\$16,165.57	\$19,752.55	\$19,521.98	\$29,844.12	\$39,434.17	\$26,693.31	\$27,014.94	\$24,536.99	\$21,541.72	\$33,113.43	\$24,087.10	\$21,536.05	\$303,241.93	\$378,000.00	\$74,758.07	20%
	IDES	\$0.00	\$0.00	\$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	\$1,207.39	\$1,473.21	\$1,455.58	\$2,245.21	\$2,961.21	\$2,023.75	\$2,030.08	\$1,847.12	\$1,624.61	\$2,498.18	\$1,820.13	\$1,602.52	\$22,788.99	\$25,000.00	\$2,211.01	9%
	IMRF	\$1,188.79	\$1,425.72	\$1,410.91	\$2,120.24	\$2,749.53	\$1,833.02	\$1,833.02	\$1,658.14	\$1,424.50	\$2,223.80	\$1,595.68	\$1,183.84	\$20,647.19	\$23,000.00	\$2,352.81	10%
	Administrative Div. Health Ins.	\$9,629.96	\$6,681.85	\$6,681.85	\$6,681.85	\$6,551.89	\$5,457.34	\$6,241.95	\$1,496.04	\$3,959.10	\$3,854.92	\$4,063.28	-\$208.36	\$61,091.67	\$102,000.00	\$40,908.33	40%
	Life Insurance	\$45.01	\$25.72	\$25.72	\$28.80	\$28.80	\$28.80	\$28.80	\$14.40	\$57.60	\$28.80	\$28.80	\$0.00	\$341.25	\$400.00	\$58.75	15%
	Dental Insurance	\$220.30	\$90.87	\$90.87	\$103.24	\$51.63	\$145.55	\$97.04	-\$45.41	\$56.34	\$28.18	\$84.50	-\$56.32	\$866.79	\$1,700.00	\$833.21	49%
	Tuition Reimbursement	\$0.00	\$0.00	\$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	\$576.86	\$611.30	\$687.43	\$690.19	\$3,034.92	\$1,070.13	\$713.42	\$716.26	\$696.10	\$696.10	\$1,074.51	\$921.60	\$11,488.82	\$11,500.00	\$11.18	0%
	Conferences Meetings	\$0.00	\$0.00	\$6.00	\$0.00	\$0.00	\$460.00	\$43.20	\$13.50	\$73.20	\$24.00	\$84.00	\$25.20	\$729.10	\$800.00	\$70.90	9%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	\$100.00	\$50.00	50%
	Print Management	\$136.40	\$272.80	\$0.00	\$136.40	\$136.40	\$132.00	\$272.80	\$0.00	\$136.40	\$136.40	\$136.40	\$136.40	\$1,632.40	\$1,850.00	\$217.60	12%
	General Insurance-Liab-Bond	\$0.00	\$0.00	\$7,337.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,337.30	\$7,500.00	\$162.70	2%
	Mileage-Travel-Lodging	\$31.99	\$0.00	\$0.00	\$0.00	\$49.35	\$0.00	\$0.00	\$0.00	\$487.92	\$98.93	\$0.00	\$0.00	\$668.19	\$1,000.00	\$331.81	33%
	Postage	\$225.17	\$315.92	\$213.76	\$344.80	\$169.25	\$149.62	\$184.83	\$172.89	\$126.86	\$56.81	\$0.00	\$246.76	\$2,206.67	\$4,000.00	\$1,793.33	45%
	Printing Publishing	\$0.00	\$0.00	\$145.78	\$229.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.99	\$161.30	\$0.00	\$617.52	\$800.00	\$182.48	23%
	Staff Training	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$1,000.00	\$975.00	98%
	Hearing Officer	\$0.00	\$0.00	\$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 Pantry	\$0.00	\$686.25	\$521.29	\$313.04	\$848.59	\$663.28	\$0.00	\$0.00	\$1,674.74	\$0.00	\$1,445.23	\$1,073.29	\$7,225.71	\$12,000.00	\$4,774.29	40%
	Miscellaneous	\$0.00	\$65.35	-\$65.35	\$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	\$498.97	\$0.00	\$0.00	\$158.23	\$0.00	\$273.53	\$1,775.45	\$0.00	\$0.00	\$195.29	\$6.46	\$16.90	\$2,924.83	\$3,250.00	\$325.17	10%
	Computer Software Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,625.00	\$3,000.00	\$375.00	13%
	Comp Tech Support	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$359.60	\$4,315.20	\$4,500.00	\$184.80	4%
	Contingencies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$1,250.00	100%
	Total	\$30,311.01	\$31,761.14	\$38,392.72	\$43,255.17	\$56,375.34	\$39,289.93	\$43,220.13	\$30,769.53	\$32,268.69	\$43,395.43	\$34,946.99	\$26,837.48	\$450,823.56	\$582,654.00	\$131,830.44	23%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

EXPENSES-ASSISTANCE																	
0%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
	Emergency Assist Program	\$0.00	\$700.00	\$700.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00	\$955.10	\$4,955.10	\$10,000.00	\$5,044.90	50%
	Prescription Drugs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	100%
	Dental Services	\$0.00	\$0.00	\$0.00	\$0.00	\$49.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49.05	\$1,000.00	\$950.95	95%
	Medical Services	\$0.00	\$0.00	\$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%
	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	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Client Utilities	\$25.00	\$69.58	\$77.56	\$285.24	\$335.91	\$550.00	\$300.00	\$161.37	\$218.03	\$250.00	\$100.00	\$90.47	\$2,463.16	\$5,000.00	\$2,536.84	51%
	Shelter-Rent	\$3,506.46	\$2,096.46	\$1,787.36	\$3,415.36	\$3,778.13	\$4,057.36	\$2,601.36	\$2,601.36	\$1,701.36	\$1,701.36	\$1,701.36	\$2,001.36	\$30,949.29	\$100,000.00	\$69,050.71	69%
	Ambulance Paramedic	\$0.00	\$0.00	\$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%
	Food	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$50,000.00	\$35,000.00	70%
	Pers Essentials	\$720.00	\$560.00	\$527.54	\$986.99	\$895.69	\$855.10	\$635.10	\$530.10	\$370.10	\$370.10	\$647.00	\$871.53	\$7,969.25	\$25,000.00	\$17,030.75	68%
	Client Health Ins.	\$0.00	\$0.00	\$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%
	Transient	\$0.00	\$0.00	\$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%
	Total	\$4,251.46	\$10,926.04	\$3,092.46	\$4,687.59	\$6,258.78	\$5,462.46	\$11,036.46	\$3,292.83	\$2,289.49	\$3,021.46	\$3,148.36	\$3,918.46	\$61,385.85	\$195,501.00	\$134,115.15	69%
	TOTAL OPERATING EXPENSES	\$34,562.47	\$42,687.18	\$41,485.18	\$47,942.76	\$62,634.12	\$44,752.39	\$54,256.59	\$34,062.36	\$34,558.18	\$46,416.89	\$38,095.35	\$30,755.94	\$512,209.41	\$778,155.00	\$265,945.59	34%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

REVENUE	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD INCOME	BUDGET	BALANCE	% Collected
Property Tax	\$702,667.80	\$71,131.13	\$0.00	\$2,364.44	\$0.00	\$12,254.40	\$3,909.78	\$0.00	\$0.00	\$0.00	\$1,265,737.95	\$136,650.13	\$2,194,715.63	\$2,188,885	-\$5,830.63	100%
Interest Income	\$1,535.66	\$1,493.30	\$1,529.15	\$1,368.00	\$1,365.04	\$1,321.27	\$1,205.50	\$1,100.83	\$846.25	\$689.99	\$766.91	\$960.26	\$14,182.16	\$8,000.00	-\$6,182.16	177%
Permit Fees	\$0.00	\$225.00	\$275.00	\$325.00	\$0.00	\$675.00	\$0.00	\$5,971.27	\$0.00	\$0.00	\$350.00	\$0.00	\$7,821.27	\$6,225.00	-\$1,596.27	126%
Other Income	\$8,917.76	\$4,592.73	\$375.00	\$250.00	\$4,983.72	\$325.00	\$279,199.67	\$3,872.19	\$576.00	\$651.00	\$440,422.73	\$0.00	\$744,165.80	\$425,000.00	-\$319,165.80	175%
Persnl Prop Replacement Tx	\$6,891.22	\$6,539.38	\$25,012.50	\$0.00	\$18,031.99	\$3,098.26	\$0.00	\$18,668.93	\$0.00	\$14,789.82	\$17,907.00	\$0.00	\$110,939.10	\$291,668.00	-\$180,728.90	38%
TOTAL REVENUES	\$720,012.44	\$83,981.54	\$27,191.65	\$4,307.44	\$24,380.75	\$17,673.93	\$284,314.95	\$29,613.22	\$1,422.25	\$16,130.81	\$1,725,184.59	\$137,610.39	\$3,071,823.96	\$2,919,778.00	-\$152,045.96	-5%

EXPENSES

0% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
GENERAL ROAD FUND-ADMIN.																
Admin Salary Expense	\$11,259.00	\$12,702.76	\$11,973.30	\$12,225.30	\$18,668.70	\$12,115.05	\$11,973.30	\$11,973.30	\$11,973.30	\$18,243.45	\$22,841.25	\$5,600.00	\$161,548.71	\$153,180.00	-\$8,368.71	-5%
Health Insurance	\$33,832.18	\$15,696.99	\$19,005.91	\$12,519.65	\$16,585.26	\$16,371.65	\$15,951.89	\$16,520.18	\$16,380.69	\$15,532.13	\$14,923.90	-\$767.14	\$192,553.29	\$225,000.00	\$32,446.71	14%
Life Insurance	\$90.02	\$45.01	\$45.01	\$36.77	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$43.20	\$36.00	\$0.00	\$512.01	\$1,000.00	\$487.99	49%
Dental Insurance	\$687.68	\$223.62	\$274.42	\$153.79	\$179.74	\$356.61	\$237.75	\$237.75	\$237.75	\$118.89	\$318.36	-\$218.60	\$2,807.76	\$8,000.00	\$5,192.24	65%
Alcohol & Drug Testing	\$0.00	\$0.00	\$0.00	\$127.00	\$0.00	\$0.00	\$0.00	\$396.00	\$0.00	\$199.99	\$48.00	\$0.00	\$770.99	\$1,000.00	\$229.01	23%
Payroll Service	\$557.32	\$568.82	\$661.14	\$666.66	\$695.32	\$1,025.73	\$661.14	\$672.64	\$655.47	\$661.14	\$688.55	\$950.96	\$8,464.89	\$8,000.00	-\$464.89	-6%
Accounting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$3,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,175.00	\$6,000.00	\$2,825.00	47%
Conferences Meetings	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.00	\$2,000.00	\$1,965.00	98%
Community Outreach	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$24,000.00	\$30,000.00	\$6,000.00	20%
Dues Subscriptions	\$0.00	\$15,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$17,150.00	\$20,000.00	\$2,850.00	14%
Legal Services	\$0.00	\$645.00	\$0.00	\$0.00	\$0.00	\$731.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,224.25	\$0.00	\$4,600.25	\$12,000.00	\$7,399.75	62%
Mileage Travel Expense	\$0.00	\$0.00	\$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%
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	\$49,700.70	\$49,700.70	\$252,252.00	\$202,551.30	80%
Postage	\$0.00	\$0.00	\$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%
Printing Publishing	\$1,000.00	\$445.00	\$1,820.46	\$0.00	\$1,205.56	\$1,145.00	\$2,095.00	\$0.00	\$680.00	\$0.00	\$1,600.00	\$1,505.00	\$11,496.02	\$16,500.00	\$5,003.98	30%
Telephone	\$447.75	\$447.68	\$422.68	\$422.68	\$424.06	\$424.07	\$424.23	\$424.71	\$424.71	\$449.71	\$483.55	\$612.92	\$5,408.75	\$7,500.00	\$2,091.25	28%
Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,846.51	\$0.00	\$0.00	\$0.00	\$3,846.51	\$4,500.00	\$653.49	15%
Miscellaneous	\$0.00	\$195.00	\$0.00	\$6,963.18	\$1,221.56	\$0.00	\$3,383.17	\$681.84	\$673.82	\$380.00	\$1,870.11	\$0.00	\$15,368.68	\$20,000.00	\$4,631.32	23%
Office Supplies	\$0.00	\$176.83	\$341.77	\$163.52	\$158.85	\$180.93	\$36.98	\$0.00	\$145.00	\$0.00	\$0.00	\$0.00	\$1,203.88	\$4,500.00	\$3,296.12	73%
Office Equipment	\$0.00	\$8.93	\$0.00	\$0.00	\$1,699.00	\$619.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,509.16	\$3,836.65	\$10,500.00	\$6,663.35	63%
Total	\$49,873.95	\$48,155.64	\$36,544.69	\$35,313.55	\$47,056.25	\$35,012.80	\$37,706.66	\$32,949.62	\$37,060.45	\$37,628.51	\$48,033.97	\$61,143.00	\$506,479.09	\$783,932.00	\$277,452.91	35%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,696.66	\$36,172.37	\$39,934.82	\$136,803.85	\$210,000.00	\$73,196.15	35%
Miscellaneous-Uniforms	\$0.00	\$2,786.26	\$0.00	\$1,750.00	\$0.00	\$0.00	\$1,468.34	\$0.00	\$553.42	\$14.36	\$0.00	\$0.00	\$6,572.38	\$7,000.00	\$427.62	6%
Building Maintenance	\$113.70	\$113.70	\$113.70	\$113.70	\$170.55	\$113.70	\$113.70	\$1,219.36	\$133.50	\$120.30	\$180.45	\$8,057.50	\$10,563.86	\$15,500.00	\$4,936.14	32%
Equipment Leasing Maint	\$4,494.63	\$3,055.63	\$1,970.67	\$316.97	\$2,518.95	\$1,140.07	\$2,539.31	\$3,000.41	\$13,031.31	\$4,675.28	\$9,571.14	\$12,213.54	\$58,527.91	\$78,136.00	\$19,608.09	25%
Landfill Charges - GRF	\$0.00	\$0.00	\$0.00	\$0.00	\$3,155.40	\$0.00	\$0.00	\$2,265.34	\$608.18	\$0.00	\$0.00	\$0.00	\$6,028.92	\$12,500.00	\$6,471.08	52%
Rentals	\$650.00	\$650.00	\$650.00	\$5,617.91	\$1,000.00	\$900.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$13,367.91	\$15,000.00	\$1,632.09	11%
Street Lighting	\$4,877.57	\$4,789.28	\$44.13	\$4,489.99	\$4,430.67	\$4,422.73	\$4,448.64	\$4,430.74	\$4,426.27	\$4,228.43	\$4,682.55	\$4,290.80	\$49,561.80	\$70,000.00	\$20,438.20	29%
Tree Removal & Spraying	\$0.00	\$0.00	\$225.00	\$150.00	\$0.00	\$18,950.00	\$0.00	\$5,980.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,305.00	\$28,000.00	\$2,695.00	10%
Utilities	\$1,225.63	\$1,928.09	\$717.84	\$590.41	\$948.74	\$797.83	\$748.89	\$812.70	\$660.09	\$1,425.46	\$1,260.01	\$2,122.97	\$13,238.66	\$25,000.00	\$11,761.34	47%
Tree Replacement Program	\$0.00	\$0.00	\$8,253.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,253.19	\$10,000.00	\$1,746.81	17%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

Gasoline Oil	\$874.19	\$1,600.39	\$1,928.00	\$1,649.91	\$1,473.61	\$3,994.01	\$3,569.89	\$1,814.57	\$1,291.97	\$4,022.54	\$1,785.22	\$2,911.15	\$26,915.45	\$53,000.00	\$26,084.55	49%
0% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD EXPENSE	BUDGET	BALANCE	% Left
Building & Oper Sup Matl	\$483.76	\$573.15	\$3,155.20	\$0.00	\$0.00	\$0.00	\$1,682.96	\$0.00	\$0.00	\$0.00	\$0.00	\$2,029.39	\$7,924.46	\$16,500.00	\$8,575.54	52%
Maint Equip & Small Tools	\$236.98	\$810.65	\$503.09	\$1,428.54	\$1,424.16	\$1,478.91	\$2,124.21	\$2,521.67	\$2,717.88	\$1,099.46	\$482.63	\$0.00	\$14,828.18	\$20,000.00	\$5,171.82	26%
Supplies (Equipment)	\$0.00	\$541.65	\$338.00	\$0.00	\$0.00	\$0.00	\$0.00	\$113.98	\$0.00	\$0.00	\$3,827.82	\$8,804.56	\$13,626.01	\$16,500.00	\$2,873.99	17%
Supplies Roads GRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,139.64	\$0.00	\$0.00	\$1,139.64	\$7,200.00	\$6,060.36	84%
Supplies Snow Removal	\$9,105.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$28,643.66	\$40,249.36	\$105,000.00	\$64,750.64	62%
Total	\$22,062.16	\$16,848.80	\$17,898.82	\$16,107.43	\$15,122.08	\$31,797.25	\$17,345.94	\$25,308.77	\$24,072.62	\$78,072.13	\$58,612.19	\$109,658.39	\$432,906.58	\$689,336.00	\$256,429.42	37%

PERMANENT ROAD FUND

Labor On Roads	\$33,861.60	\$34,298.81	\$35,050.38	\$35,383.89	\$59,174.10	\$37,387.53	\$34,174.89	\$30,413.63	\$32,309.41	\$0.00	\$0.00	\$0.00	\$332,054.24	\$425,000.00	\$92,945.76	22%
Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00	100%
Engineering Services	\$3,947.50	\$4,332.50	\$2,320.00	\$0.00	\$0.00	\$726.50	\$682.50	\$4,012.50	\$825.00	\$585.00	\$3,955.00	\$2,437.50	\$23,824.00	\$55,000.00	\$31,176.00	57%
Landfill Charges - PRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,045.00	\$0.00	\$0.00	\$1,045.00	\$15,000.00	\$13,955.00	93%
Project Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00	100%
Maintenance Roads	\$16,281.00	\$24,757.50	\$23,835.25	\$12,141.71	\$13,482.05	\$0.00	\$818.25	\$14,310.00	\$892,172.49	\$43,213.40	\$16,995.75	\$19,517.50	\$1,077,524.90	\$1,460,000.00	\$382,475.10	26%
Supplies / Roads PRF	\$460.51	\$2,199.73	\$2,870.26	\$1,520.65	\$1,561.23	\$521.77	\$3,227.38	\$300.16	\$0.00	\$53.04	\$471.12	\$0.00	\$13,185.85	\$40,000.00	\$26,814.15	67%
Total	\$54,550.61	\$65,588.54	\$64,075.89	\$49,046.25	\$74,217.38	\$38,635.80	\$38,903.02	\$49,036.29	\$925,306.90	\$44,896.44	\$21,421.87	\$21,955.00	\$1,447,633.99	\$2,048,000.00	\$600,366.01	29%

EQUIPMENT & BUILDING FUND

Equipment	\$0.00	\$23.99	\$159.98	\$52,045.67	\$0.00	\$0.00	\$3,914.75	\$65,647.15	\$41,461.12	\$4,249.61	\$30,000.00	\$0.00	\$197,502.27	\$200,000.00	\$2,497.73	1%
Building	\$15,700.00	\$0.00	\$850.00	\$0.00	\$1,403.53	\$0.00	\$7,050.00	\$0.00	\$0.00	\$0.00	\$7,570.34	\$36,055.51	\$68,629.38	\$75,000.00	\$6,370.62	8%
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	\$1,859.81	\$1,859.81	\$22,317.72	\$40,000.00	\$17,682.28	44%
Total	\$17,559.81	\$1,883.80	\$2,869.79	\$53,905.48	\$3,263.34	\$1,859.81	\$12,824.56	\$67,506.96	\$43,320.93	\$6,109.42	\$39,430.15	\$37,915.32	\$288,449.37	\$315,000.00	\$26,550.63	8%

SOCIAL SECURITY FUND

Social Security	\$3,351.24	\$3,503.94	\$3,497.83	\$3,556.59	\$5,818.03	\$3,739.85	\$3,436.14	\$3,148.42	\$3,293.44	\$5,897.63	\$4,467.46	\$3,396.82	\$47,107.39	\$62,000.00	\$14,892.61	24%
Total	\$3,351.24	\$3,503.94	\$3,497.83	\$3,556.59	\$5,818.03	\$3,739.85	\$3,436.14	\$3,148.42	\$3,293.44	\$5,897.63	\$4,467.46	\$3,396.82	\$47,107.39	\$62,000.00	\$14,892.61	24%

INSURANCE FUND

Workmans Compensation	\$0.00	\$0.00	\$21,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,175.00	\$25,000.00	\$3,825.00	15%
Unemployment Insurance	\$0.00	\$0.00	\$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	\$36,514.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,514.00	\$49,000.00	\$12,486.00	25%
Total	\$0.00	\$0.00	\$57,689.00	\$0.00	\$57,689.00	\$74,535.00	\$16,846.00	23%								

IL MUNICIPAL RETIREMENT FUND

IMRF	\$3,474.29	\$3,619.12	\$3,620.83	\$3,222.81	\$11,500.49	\$3,354.90	\$3,342.87	\$3,075.14	\$3,198.89	\$5,935.26	\$4,544.00	\$2,896.01	\$51,784.61	\$67,400.00	\$15,615.39	23%
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	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Total	\$3,474.29	\$3,619.12	\$3,620.83	\$3,222.81	\$11,500.49	\$3,354.90	\$3,342.87	\$3,075.14	\$3,198.89	\$5,935.26	\$4,544.00	\$2,896.01	\$51,784.61	\$68,400.00	\$16,615.39	24%

TOTAL OPERATING EXPENSES	\$150,872.06	\$139,599.84	\$186,196.85	\$161,152.11	\$156,977.57	\$114,400.41	\$113,559.19	\$181,025.20	\$1,036,253.23	\$178,539.39	\$176,509.64	\$236,964.54	\$2,832,050.03	\$4,041,203.00	\$1,209,152.97	30%
---------------------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	-----------------------	---------------------	---------------------	---------------------	-----------------------	-----------------------	-----------------------	------------

Maine Township Board Meeting February 24, 2026

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:

https://mainetown.com/government/agendas_minutes.php

Board Members Present and other Elected Officials: Supervisor Jones, Trustees: Horvath, Maher, Malik, Lynch, Clerk Gialamas, Assessor Moylan Krey and Highway Commissioner Beauvais.

Others in Attendance: Attorney Katie Nagy, Vicki Rizzo, Marty McAlphin, Richard Lyon, David Waite and Eva Magnowski.

Supervisor Jones called the meeting to order at 7:00 p.m., led the Pledge of Allegiance and Clerk Gialamas called the roll.

Agenda Item: Approval of Minutes of January 27, 2026 Board Meeting

Trustee Maher Motion to waive the reading and approve minutes of the January 27, 2026 Board Meeting.

Trustee Lynch Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of Minutes of January 27, 2026 Road District Budget Hearing

Trustee Malik Motion to waive the reading and approve minutes of the January 27, 2026 Road District Budget Hearing.

Trustee Horvath Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated January 30, 2026 and February 13, 2026, Ach/Wire payments and General Assistance checks #57672 through check #57686 in the amount of \$34,018.12.

Trustee Lynch Motion to approve.

Trustee Malik Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated January 30, 2026 and February 13, 2026, Ach/Wire payments and Road District checks #25713 through check #25761 and authorize the Supervisor to issue Checks in payment of \$245,305.49.

Trustee Horvath Motion to approve.

Trustee Malik Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated January 30, 2026 and February 13, 2026, Ach/Wire Payments and General Town Fund checks #63268 through check #63341 in the amount of \$301,207.00.

Trustee Maher Motion to approve.

Trustee Malik Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

Agenda Item: Public Participation

None.

Agenda Item: Introduction of New Employee - David Waite

See video at 3:59

Supervisor Jones introduced David Waite as the new Shuttle Bus Driver and congratulated him on the position.

Agenda Item: Old Business

None.

Agenda Item: New Business, Discussion and Possible Vote to Amend the Hiring Discretion Policy

See video at 4:32

The Board Officials discussed amending the hiring discretion policy to make the process more efficient. Members noted that requiring full board approval for every hire has caused unnecessary delays, particularly for time-sensitive positions. There was general agreement that department heads should be allowed to hire for positions under their supervision without waiting for board approval. The Board would continue to review and approve higher-level positions, such as directors and department heads, likely based on pay grade.

Attorney Nagy advised that no formal vote was needed at this time since a revised policy has not yet been drafted.

There was consensus to move forward with preparing an updated policy for consideration at the March meeting. The current policy will remain in effect until a new one is formally approved.

Agenda Item: New Business, Discussion and Possible Vote on Town Fund/General Assistance
Continuing Resolution
See video at 12:24

Supervisor Jones read aloud the Town Fund/General Assistance continuing resolution, which authorizes Maine Township to continue operating and paying expenses at the same funding levels as the 2025-2026 budget until the 2026-2027 final budget is formally adopted. The resolution permits expenditures during the first fiscal quarter under a continuing resolution, with spending limited to the prior year's approved appropriations.

Trustee Lynch	Motion to approve the Town Fund/General Assistance Continuing Resolution 2026-2.
Trustee Malik	Second.
Motion on a roll call vote as follows:	
Supervisor Jones	Yes
Trustee Horvath	Yes
Trustee Maher	Yes
Trustee Malik	Yes
Trustee Lynch	Yes

Motion carried.

Agenda Item: New Business, Discussion on Policy to Expand General Assistance Budget to Include Agency Funding
See video at 17:09
The Board Officials discussed creating a policy to expand the General Assistance (GA) budget to include agency funding.

Attorney Nagy explained that although the supervisor generally administers GA, state law permits townships to use GA funds for specific services - such as public safety, transportation, health, recreation, libraries, social services for the poor and aged, capital expenditures, and business or tourism development - provided the board adopts a policy identifying the eligible services.

The discussion centered on managing the risk of GA fund overaccumulation and improving financial flexibility. Shifting certain expenses to the GA fund could help draw down reserves and allow more town fund dollars to be used for infrastructure and capital projects. Board members discussed focusing on services that align with the township's mission, particularly social services and transportation. A policy reflecting the board's consensus will be drafted and brought back for formal approval.

Agenda Item: Officials' Reports

Assessor Krey reported that Board of Review decisions have been issued. Some property owners received assessment reductions from the Cook County Assessor's Office, while others did not. Any changes will be reflected on the Second Installment Property Tax Bill, typically issued in August. She said that the First Installment Property Bill will be mailed on March 1st and will be due on April 1st. Assessor Krey stated that Senior Freeze Exemptions forms, are expected in March, and residents who previously applied will receive forms by mail. Residents are encouraged to bring renewal forms to the Assessor's office or call to confirm availability, especially if applying for the first time.

Highway Commissioner Beauvais reported that mild winter weather has allowed staff to begin preparing equipment for the construction season. He noted that several items will be going out for bid in March, including the Greenwood Circle project and a couple of road projects. Additionally, once the state IGA/state easement is signed, it will be bid separately from the other drainage project bids.

Clerk Gialamas wished Chief Deputy Clerk Magnowski a happy birthday and thanked her for her work. He also congratulated Highway Commissioner Beauvais on being recognized as a Community Star by the Park Ridge Chamber and noted the upcoming celebration.

Trustee Lynch encouraged residents to participate in the upcoming primary election on March 17, emphasizing the importance of voting in primary elections as they determine the candidates who will run in later elections. She also noted that some communities, including Niles, will have referendums on the ballot.

Trustee Malik noted that Ramadan began on March 19th. He mentioned attending an Iftar dinner hosted by the Arab American Chamber of Commerce last Sunday and stated that he plans to attend another Iftar dinner at the Office of the Mayor of Chicago. Trustee Malik stated that he will participate in the Park Ridge Chamber of Commerce event honoring Highway Commissioner Beauvais with the Community Stars Award.

Trustee Horvath shared that Maine East High School is presenting the musical Anything Goes by Cole Porter, with performances continuing Friday and Saturday, February 27th - 28th, also at 7:00 p.m. She praised the opening night and commended the students for their hard work.

Supervisor Jones reported that she attended the Valentine's Day senior luncheon organized by MaineStreamers and a Neighborhood Watch meeting, noting improved attendance. She plans to attend the award dinner recognizing Highway Commissioner Beauvais with the Community Star Award.

Supervisor Jones listed the following upcoming events:

- Neighborhood Watch on Wednesday, March 4th, at 7:00 p.m., offering residents a chance to meet local officials and discuss community issues;
- Annual Town Meeting on April 14;
- Tenant Rights presentation by the North Shore Legal Aid Foundation on April 7th;
- E-Waste Recycling event on April 18th in partnership with Senator Laura Murphy;
- Shredding event on May 16.

For more detailed Officials' Reports see the video at 26:27

Agenda Item: Closed/Executive Session – pursuant to Section 2(c)(1) of the Open Meetings Act; discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; and pursuant to Section 2(c)(5) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and pursuant to Section 2(c)(11) of the Open Meetings Act litigation which is probable or imminent; review and approval of closed session minutes (ILCS 5/120/2.06).

Trustee Lynch Motion to go into Closed Session.
Trustee Malik Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes
Trustee Horvath Yes
Trustee Maher Yes
Trustee Malik Yes
Trustee Lynch Yes

Motion carried.

The Board re-convened in an Open Session at 8:23 p.m.

Trustee Lynch Motion to return in open session.
Trustee Horvath Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes
Trustee Horvath Yes
Trustee Maher Yes
Trustee Malik Yes
Trustee Lynch Yes

Motion carried.

Agenda Item: Adjournment

Trustee Horvath Motion to adjourn.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Trustee Lynch Yes

Motion carried.

The meeting was adjourned at 8:24 p.m.

Maine Township Clerk Peter Gialamas

**MOTION TO APPROVE PAYROLL FOR PAYDATES OF
FEBRUARY 27, 2026 AND MARCH 13, 2026, ACH/WIRE PAYMENTS
AND ROAD DISTRICT CHECKS #25762 THROUGH CHECK #25795
IN THE AMOUNT OF \$139,478.07**

Maine Township Road and Bridge				
For the Period From February 25th, 2026 - March 24th, 2026				
Check #	Date	Payee	Description	Amount
S/C	2/26/2026	PAYCHEX	SERVICE FEE	\$ 357.98
Wire	2/27/2026	FEDERAL ELECTRONIC PAYROLL SYSTEM	FEDERAL TAXES	\$ 5,164.02
Wire	2/27/2026	ILLINOIS DEPARTMENT OF REVENUE	STATE TAXES	\$ 924.92
DIR. DEPOSIT	2/27/2026	BRANDES, RICHARD A	PAYROLL	\$ 3,158.59
DIR. DEPOSIT	2/27/2026	JIMENEZ, PETER A	PAYROLL	\$ 2,032.46
DIR. DEPOSIT	2/27/2026	MAC INTYRE, JUSTIN E	PAYROLL	\$ 2,718.85
DIR. DEPOSIT	2/27/2026	PEREZ, JOHNATAN	PAYROLL	\$ 2,016.66
DIR. DEPOSIT	2/27/2026	WOODS, TYLER J	PAYROLL	\$ 1,900.12

Check #	Date	Payee	Description	Amount
7005700100	2/27/2026	VIGNA, MARISSA	PAYROLL	\$ 1,880.56
25762	2/27/2026	SECURITY BENEFIT	SECURITY BENEFITS FOR ROAD DISTRICT 02/27/2026 PAYROLL	\$ 350.00
25763	3/2/2026	BLUE CROSS BLUE SHIELD OF IL	ROAD AND BRIDGE BCBSIL MARCH 2026 PREMIUM	\$ 15,343.66
25764	3/2/2026	PRINCIPAL LIFE INS. CO.	PRINCIPAL LIFE MARCH 2026	\$ 713.82
25765	3/3/2026	METRO FEDERAL CREDIT UNION	BUILDING OPERATING SUPPLIES	\$ 87.34
WIRE	3/10/2026	IMRF	ILLINOIS MUNICIPAL RETIREMENT FUND	\$ 5,902.81
Wire	3/12/2026	FEDERAL ELECTRONIC PAYROLL SYSTEM	FEDERAL TAXES	\$ 4,682.73
Wire	3/12/2026	ILLINOIS DEPARTMENT OF REVENUE	STATE TAXES	\$ 854.33
S/C	3/12/2026	PAYCHEX	SERVICE FEE	\$ 357.98
DIR. DEPOSIT	3/13/2026	PEREZ, JOHNATAN	PAYROLL	\$ 1,818.08
DIR. DEPOSIT	3/13/2026	BRANDES, RICHARD A	PAYROLL	\$ 2,912.66

Check #	Date	Payee	Description	Amount
DIR. DEPOSIT	3/13/2026	JIMENEZ, PETER A	PAYROLL	\$ 1,868.88
DIR. DEPOSIT	3/13/2026	MAC INTYRE, JUSTIN E	PAYROLL	\$ 2,458.01
DIR. DEPOSIT	3/13/2026	WOODS, TYLER J	PAYROLL	\$ 1,802.88
7005700101	3/13/2026	VIGNA, MARISSA	PAYROLL	\$ 1,880.55
25766	3/13/2026	SECURITY BENEFIT	SECURITY BENEFITS 457 DEFERRED COMPENSATION FOR ROAD DISTRICT 03/13/2026 PAYROLL	\$ 350.00
25767	3/24/2026	AT&T	TELEPHONE & COMMUNICATIONS	\$ 78.52
25768	3/24/2026	ALEXANDER EQUIPMENT CO INC	KNIFE GRINDING AND 2001 MORBARK MAINTENANCE	\$ 2,271.28
25769	3/24/2026	AMERICAN WELDING	EQUIPMENT MAINTENANCE	\$ 688.54
25770	3/24/2026	BLUE CROSS BLUE SHIELD OF IL	ROAD AND BRIDGE BCBSIL MARCH 2026 PREMIUM	\$ 15,343.66
25771	3/24/2026	COMED - STREET LIGHTING	STREET LIGHTING	\$ 4,266.30
25772	3/24/2026	CONSERV FS, INC.	FUEL	\$ 402.99

Check #	Date	Payee	Description	Amount
25773	3/24/2026	DES PLAINES MATERIAL & SUPPLY	SUPPLIES/ROADS	\$ 491.13
25774	3/24/2026	DOMESTIC UNIFORM RENTAL	BUILDING MAINTENANCE	\$ 120.30
25775	3/24/2026	FLOOD BROTHERS DISPOSAL	LANDFILL ROLLOFF PICK UP AND FUEL SURCHARGE	\$ 1,027.36
25776	3/24/2026	GENE'S VILLAGE TOWING	RENTALS	\$ 650.00
25777	3/24/2026	JIMENEZ, PETER	TELEPHONE & COMMUNICATIONS (MONTHLY STIPEND)	\$ 25.00
25778	3/24/2026	JUDGE LAW LLC	LEGAL SERVICE	\$ 15,000.00
25779	3/24/2026	M3 MARKETING LLC	COMMUNITY OUTREACH	\$ 2,000.00
25780	3/24/2026	MACMUNNIS INC AAF COM ED	OFFSITE STORAGE COMED CONTRACT #20050093	\$ 1,859.81
25781	3/24/2026	MACINTYRE, JUSTIN	TELEPHONE & COMMUNICATIONS MONTHLY STIPEND	\$ 25.00
25782	3/24/2026	METRO FEDERAL CREDIT UNION	TREE REMOVAL AND SPRYING, SMALL TOOLS	\$ 6,642.50
25783	3/24/2026	PEREZ, JOHNATAN	TELEPHONE & COMMUNICATIONS MONTHLY STIPEND	\$ 25.00

Check #	Date	Payee	Description	Amount
25784	3/24/2026	PRINCIPAL LIFE INS. CO.	PRINCIPAL LIFE APRIL 2026	\$ 713.82
25785	3/24/2026	SHERWIN INDUSTRIES, INC.	ASPHALT TRAILER	\$ 16,694.12
25786	3/24/2026	SPACECO, INC.	MAINTENANCE OF ROAD, ENGINEERING SERVICES	\$ 6,548.67
25787	3/24/2026	STANDARD EQUIPMENT COMPANY	EQUIPMENT MAINTENANCE	\$ 1,220.09
25788	3/24/2026	State Treasurer	25% OF TRAFFIC SIGNAL MAINT. FOR OCT, NOV, DEC 2025	\$ 455.85
25789	3/24/2026	TOWNSHIP HGHWY COMMISSIONERS OF IL	ANNUAL DUES	\$ 85.00
25790	3/24/2026	TYLER WOODS	TELEPHONE & COMMUNICATIONS (MONTHLY STIPEND)	\$ 25.00
25791	3/24/2026	COMED - TRAFFIC SIGNALS	TRAFFIC SIGNALS	\$ 61.09
25792	3/24/2026	ADVOCATE OCCUPATIONAL HEALTH	DRUG AND ALCOHOL TESTING	\$ 35.00
25793	3/24/2026	HOME DEPOT CREDIT SERVICES	SMALL TOOLS AND EQUIPMENT	\$ 199.80
25794	3/24/2026	NICOR GAS	SERVICE AT GARAGE	\$ 678.34

Check #	Date	Payee	Description	Amount
25795	3/24/2026	VERIZON WIRELESS	TELEPHONE & COMMUNICATION	\$ 306.01
			TOTAL	\$ 139,478.07

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for February 27, 2026, and March 13, 2026, ACH/Wire Payments and Road District Checks #25762 through Check #25795 and authorize the Supervisor to issue Checks in payment of \$139,478.07.

WITNESS OUR HANDS AND SEALS THIS 24TH DAY OF MARCH, 2026

Supervisor

Attest:

Clerk

Trustees

**MOTION TO APPROVE PAYROLL FOR PAYDATES OF
FEBRUARY 27, 2026, AND MARCH 13, 2026, ACH/WIRE
PAYMENTS AND GENERAL TOWN FUND CHECKS #63342
THROUGH CHECK #63423 IN THE AMOUNT OF \$378,662.52**

Maine Township - General Town Fund				
For the Period From February 25, 2026 through March 24, 2026				
Check #	Date	Payee	Description	Amount
ACH	2/26/2026	FEDERAL ELECTRONIC PAYROLL SYSTEM	FEDERAL TAXES	\$ 15,404.97
ACH	2/26/2026	ILLINOIS DEPARTMENT OF REVENUE	STATE TAXES	\$ 3,084.39
ACH	2/26/2026	PAYCHEX	SERVICE FEE	\$ 945.50
DIRECT DEPOSIT	2/27/2026	JONES, KIMBERLY	PAYROLL	\$ 1,127.06
DIRECT DEPOSIT	2/27/2026	GIALAMAS, PETER W	PAYROLL	\$ 371.42
DIRECT DEPOSIT	2/27/2026	AL AYED, RUBA	PAYROLL	\$ 1,701.12
DIRECT DEPOSIT	2/27/2026	CARROZZA, ROBERT	PAYROLL	\$ 33.14
DIRECT DEPOSIT	2/27/2026	COOK, MARTY	PAYROLL	\$ 1,011.39
DIRECT DEPOSIT	2/27/2026	CUSTIC, ELIO	PAYROLL	\$ 349.46
DIRECT DEPOSIT	2/27/2026	DEBOWCZYK, IZABELA	PAYROLL	\$ 991.00
DIRECT DEPOSIT	2/27/2026	DOHERTY, JAMES	PAYROLL	\$ 709.91
DIRECT DEPOSIT	2/27/2026	GHAZALEH SR, NADER A	PAYROLL	\$ 1,458.04
DIRECT DEPOSIT	2/27/2026	KEDZIOR, WESLEY	PAYROLL	\$ 261.87

Check #	Date	Payee	Description	Amount
DIRECT DEPOSIT	2/27/2026	RAFFE, JENNIFER L	PAYROLL	\$ 1,323.90
DIRECT DEPOSIT	2/27/2026	REZUTKO-CUSTIC, PAULA	PAYROLL	\$ 555.20
DIRECT DEPOSIT	2/27/2026	RIZZO, VICTORIA K	PAYROLL	\$ 3,297.92
DIRECT DEPOSIT	2/27/2026	SAMAAN, MICHAEL A	PAYROLL	\$ 1,822.86
DIRECT DEPOSIT	2/27/2026	WAITE, DAVID	PAYROLL	\$ 694.83
DIRECT DEPOSIT	2/27/2026	WOLF, JONATHAN	PAYROLL	\$ 1,367.13
DIRECT DEPOSIT	2/27/2026	BABICH, DEBRA A	PAYROLL	\$ 1,759.70
DIRECT DEPOSIT	2/27/2026	COY, ELIZABETH J	PAYROLL	\$ 1,454.74
DIRECT DEPOSIT	2/27/2026	DABABNEH, FARIS E	PAYROLL	\$ 1,392.85
DIRECT DEPOSIT	2/27/2026	PHILLIPS, MARY DOLORES	PAYROLL	\$ 756.46
DIRECT DEPOSIT	2/27/2026	PLODZIEN, RICHARD	PAYROLL	\$ 419.72
DIRECT DEPOSIT	2/27/2026	CALLAHAN, ERIN C	PAYROLL	\$ 1,636.05
DIRECT DEPOSIT	2/27/2026	KALVELAGE, ARIELLE S	PAYROLL	\$ 1,762.47
DIRECT DEPOSIT	2/27/2026	LYON, RICHARD D	PAYROLL	\$ 2,662.16
DIRECT DEPOSIT	2/27/2026	PARKER, IAIN	PAYROLL	\$ 1,422.30
DIRECT DEPOSIT	2/27/2026	TOOMEY, EMILY	PAYROLL	\$ 1,373.74
DIRECT DEPOSIT	2/27/2026	ZUMBROCK, SUMMER	PAYROLL	\$ 1,736.13
DIRECT DEPOSIT	2/27/2026	BUKACZYK, OKSANA T	PAYROLL	\$ 1,530.65
DIRECT DEPOSIT	2/27/2026	DACHNIWSKY, MARIE C	PAYROLL	\$ 1,757.23

Check #	Date	Payee	Description	Amount
DIRECT DEPOSIT	2/27/2026	JAROSZEWICZ, MONIKA	PAYROLL	\$ 1,714.33
DIRECT DEPOSIT	2/27/2026	TULLY, THERESE A	PAYROLL	\$ 1,923.62
DIRECT DEPOSIT	2/27/2026	GUZMAN, JESSICA I	PAYROLL	\$ 1,345.06
DIRECT DEPOSIT	2/27/2026	KALISH, VIVIAN	PAYROLL	\$ 642.92
DIRECT DEPOSIT	2/27/2026	MAGNOWSKI, EVA	PAYROLL	\$ 1,807.46
DIRECT DEPOSIT	2/27/2026	RYDER, CATHLEEN	PAYROLL	\$ 688.16
DIRECT DEPOSIT	2/27/2026	WISNIEWSKI, JACK	PAYROLL	\$ 207.46
DIRECT DEPOSIT	2/27/2026	MOYLAN KREY, SUSAN	PAYROLL	\$ 945.47
ACH	3/3/2026	ELS ISOS SERVICE FEES	LICENSE PLATE SERVICE FEE	\$ 24.70
ACH	3/3/2026	THERAPY NOTES	THERAPY NOTES SERVICE FEE	\$ 53.52
WIRE	3/5/2026	IMRF	ILLINOIS MUNICIPAL RETIREMENT FUND	\$ 18,025.79
ACH	3/12/2026	PAYCHEX	FLEXPERKS	\$ 588.97
ACH	3/13/2026	ILLINOIS DEPARTMENT OF REVENUE	STATE TAXES	\$ 3,402.23
ACH	3/13/2026	PAYCHEX	SERVICE FEE	\$ 945.50
ACH	3/13/2026	FEDERAL ELECTRONIC PAYROLL SYSTEM	FEDERAL TAXES	\$ 17,233.12
DIRECT DEPOSIT	3/13/2026	JONES, KIMBERLY	PAYROLL	\$ 1,127.08
DIRECT DEPOSIT	3/13/2026	GIALAMAS, PETER W	PAYROLL	\$ 371.41
DIRECT DEPOSIT	3/13/2026	BEAUVAIS, EDWARD	PAYROLL	\$ 3,740.13
DIRECT DEPOSIT	3/13/2026	LYNCH, ELIZABETH	PAYROLL	\$ 580.63

Check #	Date	Payee	Description	Amount
DIRECT DEPOSIT	3/13/2026	MAHER, JAMES	PAYROLL	\$ 367.95
DIRECT DEPOSIT	3/13/2026	MALIK, ASIF	PAYROLL	\$ 580.63
DIRECT DEPOSIT	3/13/2026	MARON HORVATH, KELLY	PAYROLL	\$ 613.51
DIRECT DEPOSIT	3/13/2026	AL AYED, RUBA	PAYROLL	\$ 1,701.11
DIRECT DEPOSIT	3/13/2026	COOK, MARTY	PAYROLL	\$ 1,011.38
DIRECT DEPOSIT	3/13/2026	CUSTIC, ELIO	PAYROLL	\$ 426.73
DIRECT DEPOSIT	3/13/2026	DEBOWCZYK, IZABELA	PAYROLL	\$ 984.63
DIRECT DEPOSIT	3/13/2026	DOHERTY, JAMES	PAYROLL	\$ 903.41
DIRECT DEPOSIT	3/13/2026	GHAZALEH SR, NADER A	PAYROLL	\$ 1,644.73
DIRECT DEPOSIT	3/13/2026	KEDZIOR, WESLEY	PAYROLL	\$ 373.31
DIRECT DEPOSIT	3/13/2026	RAFFE, JENNIFER L	PAYROLL	\$ 131.45
DIRECT DEPOSIT	3/13/2026	REZUTKO-CUSTIC, PAULA	PAYROLL	\$ 959.97
DIRECT DEPOSIT	3/13/2026	RIZZO, VICTORIA K	PAYROLL	\$ 3,297.94
DIRECT DEPOSIT	3/13/2026	SAMAAN, MICHAEL A	PAYROLL	\$ 1,822.86
DIRECT DEPOSIT	3/13/2026	WAITE, DAVID	PAYROLL	\$ 511.29
DIRECT DEPOSIT	3/13/2026	WOLF, JONATHAN	PAYROLL	\$ 1,399.36
DIRECT DEPOSIT	3/13/2026	BABICH, DEBRA A	PAYROLL	\$ 1,759.69
DIRECT DEPOSIT	3/13/2026	COY, ELIZABETH J	PAYROLL	\$ 1,454.73
DIRECT DEPOSIT	3/13/2026	DABABNEH, FARIS E	PAYROLL	\$ 1,392.85

Check #	Date	Payee	Description	Amount
DIRECT DEPOSIT	3/13/2026	PHILLIPS, MARY DOLORES	PAYROLL	\$ 756.45
DIRECT DEPOSIT	3/13/2026	PLODZIEN, RICHARD	PAYROLL	\$ 423.58
DIRECT DEPOSIT	3/13/2026	CALLAHAN, ERIN C	PAYROLL	\$ 1,636.04
DIRECT DEPOSIT	3/13/2026	KALVELAGE, ARIELLE S	PAYROLL	\$ 1,762.47
DIRECT DEPOSIT	3/13/2026	LYON, RICHARD D	PAYROLL	\$ 2,662.16
DIRECT DEPOSIT	3/13/2026	PARKER, IAIN	PAYROLL	\$ 1,422.30
DIRECT DEPOSIT	3/13/2026	TOOMEY, EMILY	PAYROLL	\$ 784.77
DIRECT DEPOSIT	3/13/2026	ZUMBROCK, SUMMER	PAYROLL	\$ 1,736.13
DIRECT DEPOSIT	3/13/2026	BUKACZYK, OKSANA T	PAYROLL	\$ 1,530.66
DIRECT DEPOSIT	3/13/2026	DACHNIWSKY, MARIE C	PAYROLL	\$ 1,757.24
DIRECT DEPOSIT	3/13/2026	JAROSZEWICZ, MONIKA	PAYROLL	\$ 1,714.33
DIRECT DEPOSIT	3/13/2026	TULLY, THERESE A	PAYROLL	\$ 1,923.62
DIRECT DEPOSIT	3/13/2026	GUZMAN, JESSICA I	PAYROLL	\$ 1,345.07
DIRECT DEPOSIT	3/13/2026	KALISH, VIVIAN	PAYROLL	\$ 349.20
DIRECT DEPOSIT	3/13/2026	MAGNOWSKI, EVA	PAYROLL	\$ 1,807.46
DIRECT DEPOSIT	3/13/2026	RYDER, CATHLEEN	PAYROLL	\$ 731.42
DIRECT DEPOSIT	3/24/2026	WISNIEWSKI, JACK	PAYROLL	\$ 402.44
DIRECT DEPOSIT	3/24/2026	MOYLAN KREY, SUSAN	PAYROLL	\$ 945.47
63342	2/27/26	SECURITY BENEFIT	SECURITY BENEFITS	\$ 975.00

Check #	Date	Payee	Description	Amount
63343	3/2/26	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE MARCH 26	\$ 52,033.95
63344	3/2/26	PRINCIPAL LIFE INS. CO.	PREMIUM MARCH 26	\$ 2,503.37
63345	3/2/26	VOID		
63346	3/2/26	VOID		
63347	3/2/26	VOID		
63348	3/2/26	VOID		
63349	3/3/26	NCPERS GROUP LIFE INS.	PREMIUM MARCH 26	\$ 64.00
63350	3/3/26	COMCAST	INTERNET AND PHONE SERVICE	\$ 372.13
63351	3/3/26	IL DEPT OF EMPLOYMENT SECURITY	PAYMENT	\$ 605.00
63352	3/4/26	QUADIENT LEASING USA, INC	POSTAGE MACHINE LEASE	\$ 1,178.01
63353	3/6/26	POSTMASTER	MAINELY NEWS POSTAGE	\$ 14,225.25
63354	3/13/26	SECURITY BENEFIT	SECURITY BENEFITS	\$ 975.00
63355	3/13/26	VERIZON WIRELESS-ADMIN	CELL PHONES - PACE	\$ 78.78
63356	3/18/26	ACCESS ONE, INC	POTS LINES	\$ 161.05
63357	3/18/26	VERIZON WIRELESS-ADMIN	CELL PHONES	\$ 190.86
63358	3/24/26	AMANDA DEE	RECOVERY CONNECTION EXPENS	\$ 450.00
63359	3/24/26	ALTERNATIVE ENERGY SOLUTIONS	GENERATOR MAINT.	\$ 459.00
63360	3/24/26	AMERICAN TAXI DISPATCH, INC.	MAINELINES	\$ 100.00
63361	3/24/2026	ANCEL GLINK P.C.	LEGAL SERVICES	\$ 3,203.50

Check #	Date	Payee	Description	Amount
63362	3/24/2026	AQUA ILLINOIS, INC	WATER SERVICE AT TOWN HALL	\$ 320.93
63363	3/24/2026	AVENUES TO INDEPENDENCE	GRANT PAYMENT NO: 1 OF 12	\$ 4,683.00
63364	3/24/2026	BLUE CROSS BLUE SHIELD	BCBSIL APRIL PREMIUMS 2026	\$ 47,227.97
63365	3/24/2026	THE CENTER OF CONCERN	GRANT PAYMENT NO: 1 OF 12	\$ 4,200.00
63366	3/24/2026	CIVICPLUS LLC	MAINTENANCE AND SUPPORT FEE 3/29/26-3/28/27	\$ 6,490.78
63367	3/24/2026	COMCAST BUSINESS	BUSINESS VOICE EDGE SERVICE MARCH 2026	\$ 1,056.70
63368	3/24/2026	COMED	ELECTRIC SERVICE AT TOWN HALL 2/11/26-3/12/2026	\$ 1,360.56
63369	3/24/2026	COOK COUNTY SHERIFF'S	JANUARY 26 VEHICLE USAGE, OFFICER USAGE	\$ 2,800.00
63370	3/24/2026	DAVID WAITE	REIMBURSEMENT	\$ 45.00
63371	3/24/2026	DES PLAINES, CITY OF	INDEPENDENCE DAY PARADE	\$ 50.00
63372	3/24/2026	DISTRICT 63 EDUCATION	GRANT PAYMENT NO: 1 OF 12	\$ 2,025.00
63373	3/24/2026	EVANS, MARSHALL AND PEASE, PC	ACCOUNTING SERVICES JAN 26	\$ 6,050.00
63374	3/24/2026	FLOOD BROTHERS DISPOSAL	GARBAGE STICKERS	\$ 3,330.00
63375	3/24/2026	GARVEY'S OFFICE PRODUCTS	OFFICE SUPPLIES	\$ 1,109.80
63376	3/24/2026	GENESIS ONE	OFFICE SUPPLIES	\$ 100.02
63377	3/24/2026	GOLF MILL FORD	VEHICLE EXPENSE	\$ 111.95
63378	3/24/2026	GRAPHIC SOLUTIONS, INC	MAINLY NEWS SPRING 2026 GRAPHIC DESIGN	\$ 1,395.00
63379	3/24/2026	I.A.A	BIENNIAL DUES	\$ 75.00
63380	3/24/2026	ICOOK AFTER SCHOOL	3- WEEK COOKING CLASS FOR 15 PARTICIPANTS	\$ 1,035.00

Check #	Date	Payee	Description	Amount
63381	3/24/2026	IMAGETEC LP	COMPUTER TECH SUPPORT	\$ 1,798.00
63382	3/24/2026	THE JOSSELYN CENTER, NFP	GRANT PAYMENT NO: 1 OF 12	\$ 5,608.00
63383	3/24/2026	JOURNAL & TOPICS NEWSPAPERS	BID OPENING, LEGAL AD	\$ 344.63
63384	3/24/2026	KYLE TRZASKUS	FACILITATION AND SUPPLIES FOR POTTERY PROGRAM	\$ 877.75
63385	3/24/2026	LEYDEN FAMILY SERVICE &	GRANT PAYMENT NO: 1 OF 12	\$ 5,133.00
63386	3/24/2026	LIFE SPAN	PROFESSIONAL DEVELOPMENT WORKSHOP ON DOMESTIC VIOLENCE	\$ 300.00
63387	3/24/2026	LFS CONSULTING, LLC	MAINE TOWNSHIP AGENCY DAY SPEAKER FEE	\$ 1,000.00
63388	3/24/2026	LYON, RICHARD	WEBMASTER SERVICE FEE	\$ 4,500.00
63389	3/24/2026	M3 MARKETING, LLC	PUBLIC RELATIONS MARCH 26	\$ 3,450.00
63390	3/24/2026	METROPOLITAN TOWNSHIP ASSOCIATION	ANNUAL DUES	\$ 3,000.00
63391	3/24/2026	MORTON GROVE CHAMBER OF COMM	ANNUAL DUES	\$ 150.00
63392	3/24/2026	NANCY S. HOROWITZ	TUTORING SERVICES - 4 WEEKS	\$ 280.00
63393	3/24/2026	NCPERS GROUP LIFE INS.	IMRF VOLUNTARY LIFE INSURANCE - APRIL 2026	\$ 64.00
63394	3/24/2026	QUADIENT FINANCE USA, INC	ADMIN POSTAGE, CLERK POSTAGE	\$ 2,380.10
63395	3/24/2026	NILES CHAMBER COMM & IND	ANNUAL PARTNERSHIP FEE - NP & HOME BASED	\$ 195.00
63396	3/24/2026	NORTH COAST SEWER & DRAINAGE INC	PLUMBING SERVICE	\$ 475.00
63397	3/24/2026	NICOR GAS	HEAT AT TOWN HALL	\$ 1,205.02
63398	3/24/2026	NIVEEN ALSHEIKH	TUTORING SERVICES- 5 WEEKS	\$ 300.00
63399	3/24/2026	ON POINT HEATING AND COOLING	SERVICE CALL	\$ 250.00

Check #	Date	Payee	Description	Amount
63400	3/24/2026	PACE SUBURBAN BUS	VANPOOL MARCH 26	\$ 100.00
63401	3/24/2026	PESCHE'S INC	SYMPATHY ARRANGEMENTS	\$ 149.98
63402	3/24/2026	PRESSTECH INC	MAINELY NEWS SPRING 2026	\$ 12,875.00
63403	3/24/2026	PRINCIPAL LIFE INS. CO.	PRINCIPAL APRIL 2026 PREMIUMS	\$ 2,242.77
63404	3/24/2026	VOID	VOID	\$ -
63405	3/24/2026	VOID	VOID	\$ -
63406	3/24/2026	VOID	VOID	\$ -
63407	3/24/2026	VOID	VOID	\$ -
63408	3/24/2026	SANTRELLA, LYNDA	REIMBURSEMENT ACCELERATION OF 5 WEEK	\$ 76.74
63409	3/24/2026	SHEILA WHEATLEY	HOOKED ON CROCHET PROGRAM	\$ 240.00
63410	3/24/2026	STELLAR EXPRESSIONS LLC	TRANSLATION SERVICES	\$ 8.20
63411	3/24/2026	SUMMER ZUMBROCK	MILEAGE REIMBURSEMENT	\$ 28.06
63412	3/24/2026	TOWNSHIP CLERKS OF ILLINOIS	CLERK'S ANNUAL DUES 2026	\$ 35.00
63413	3/24/2026	TURNING POINT BEHAVIORAL	GRANT PAYMENT NO: 1 OF 12	\$ 3,875.00
63414	3/24/2026	WAREHOUSE DIRECT	WATERCOOLER RENTAL	\$ 157.00
63415	3/24/2026	WAYNE MESSMER WPM PRODUCTIONS INC	90+ ENTERTAINMENT	\$ 350.00
63416	3/24/2026	COMED	ELECTRIC SERVICE AT OEM	\$ 167.63
63417	3/24/2026	NICOR GAS	HEAT AT OEM	\$ 616.13
63418	3/24/2026	METRO FEDERAL CREDIT UNION	RECOVERY CONNECTION EXPENSE	\$ 3,805.66

Check #	Date	Payee	Description	Amount
63419	3/24/2026	METRO FEDERAL CREDIT UNION	PACE- GAS	\$ 466.62
63420	3/24/2026	METRO FEDERAL CREDIT UNION	MAINESTAY EXPENSES	\$ 2,431.50
63421	3/24/2026	METRO FEDERAL CREDIT UNION	ADMINISTRATION EXPENSES.	\$ 278.60
63422	3/24/2026	METRO FEDERAL CREDIT UNION	MAINTENANCE , OFFICE EXPENSES	\$ 1,344.99
63423	3/24/2026	METRO FEDERAL CREDIT UNION	OEM TELECOMMUNICATIONS	\$ 490.32
			TOTAL	\$ 378,662.52

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of February 27, 2026 and March 13, 2026 , ACH/Wire Payments, and General Town Fund Checks #63342 through Check #63423 and authorize the Supervisor to issue checks in payment of \$378,662.52.

WITNESS OUR HANDS AND SEALS THIS 24th DAY OF MARCH, 2026

Supervisor

Attest:

Clerk

Trustees



3/24/26

TO: Elected Officials

FROM: Victoria Rizzo, Administrator

SUBJECT: DISCUSSION AND POSSIBLE VOTE TO APPROVE THE HIRING DISCRETION POLICY

For discussion and possible vote to allow the Township supervisor 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. Appointments to Administrator, Deputy Administrator, HR Generalist, Director positions and Assistant Director positions however, must be approved by the Township Board prior to final hire.

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. An application, resume and cover letter will be required to be submitted to the Township Administrator. The Administrator will review any resume submitted and if, in their opinion, the applicant is qualified for the posted job position, an interview will be scheduled 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. Appointments to Administrator, Deputy Administrator, HR Generalist, Director positions and Assistant Director positions however, must be approved by the Township Board prior to final hire.

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 24th day of March, 2026.

KELLY HORVATH, Trustee

KIMBERLY JONES, Supervisor

JAMES MAHER, Trustee

ASIF MALIK, Trustee

ELIZABETH LYNCH, Trustee

Attest:

PETER GIALAMAS, Clerk



3/24/26

TO: Elected Officials

FROM: Victoria Rizzo, Administrator

SUBJECT: DISCUSSION AND POSSIBLE VOTE ON A RESOLUTION ADOPTING A GENERAL ASSISTANCE POLICY
PURSUANT TO THE ILLINOIS PUBLIC AID CODE

For discussion and possible vote to approve Resolution No. 2026-3 – A Resolution adopting a General Assistance Policy Pursuant to the Illinois Public Aid Code

MAINE TOWNSHIP

RESOLUTION NO. 2026-3

A RESOLUTION ADOPTING A GENERAL ASSISTANCE POLICY PURSUANT TO THE ILLINOIS PUBLIC AID CODE

WHEREAS, Maine Township (“Township”) is a unit of local government established and governed by the Illinois Township Code (60 ILCS 1/1-1, et seq.) (“Township Code”); and

WHEREAS, Section 85-13 of the Township Code authorizes the Township Board to expend township funds directly or to enter into agreements with other governmental entities, not-for-profit cooperations, non-profit community service associations, or for-profit day care facilities licensed under the Child Care Act of 1969 for various services, including, in part, public safety, environmental protection, and public transportation (60 ILCS 1/85-13); and

WHEREAS, the Illinois Public Aid Code authorizes the Township to provide assistance under its General Assistance program for a service that complies with Section 85-13 of the Township Code, provided that the Township first adopts a policy providing which services are eligible (305 ILCS 5/6-11a); and

WHEREAS, the Township Supervisor and Board of Trustees desire to adopt a policy identifying which services are eligible for funding under its General Assistance program in accordance with the Township Code and Public Aid Code, a copy of which is attached hereto and incorporated into this Resolution as Exhibit A, Maine Township’s General Assistance Policy.

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

SECTION 1. The recitals set forth above are hereby incorporated into this Resolution as if set forth in full herein.

SECTION 2. The Township Board of Trustees hereby adopts the Maine Township General Assistance Policy, attached hereto and incorporated herein as Exhibit A.

SECTION 3. The Township Supervisor and Board of Trustees are hereby authorized to expend general assistance funds directly or enter into agreements with the appropriate entities as set forth in Section 85-13 of the Township Code and in accordance with the Maine Township General Assistance Policy.

SECTION 4. This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED AND APPROVED by the Supervisor and Board of Trustees of Maine Township, Illinois, this 24th day of March, 2026.

KELLY HORVATH, Trustee

KIMBERLY JONES, Supervisor

JAMES MAHER, Trustee

ASIF MALIK, Trustee

ELIZABETH LYNCH, Trustee

Attest:

PETER GIALAMAS, Clerk

EXHIBIT A

Maine Township General Assistance Policy



MAINE TOWNSHIP GENERAL ASSISTANCE POLICY

Adopted March 24, 2026

I. Background

The Illinois Township Code authorizes Maine Township (the “Township”) to expend Township funds directly or to enter into any cooperative agreement or contract with any other governmental entity, not-for-profit corporation, non-profit community service association, or any for-profit daycare facility licensed under the Child Care Act of 1969, to provide various services to the residents of the township. 60 ILCS 1/85-13(a).

The Illinois Public Aid Code authorizes the Township to provide assistance under its General Assistance program for a service that complies with Section 85-13 of the Township Code in accordance with this adopted Policy. 305 ILCS 5/6-11a.

II. Eligible Services

The Township Supervisor and Board of Trustees find that it is in the best interests of the Township and its residents to provide assistance under its General Assistance program for all services under Section 85-13 (“Eligible Services”), which are as follows:

- (1) Ordinary and necessary maintenance and operating expenses for the following:
 - (A) Public safety (including law enforcement, fire protection, and building code enforcement).
 - (B) Environmental protection (including sewage disposal, sanitation, and pollution abatement).
 - (C) Public transportation (including transit systems, paratransit systems, and streets and roads).
 - (D) Health, including mental, behavioral, eye, dental, or other healthcare.
 - (E) Recreation.
 - (F) Libraries.
 - (G) Social services for the poor and aged.

- (2) Ordinary and necessary capital expenditures authorized by law.
- (3) Development and retention of business, industrial, manufacturing, and tourist facilities within the township. 60 ILCS 1/85-13(a).

The Township shall be authorized under this Policy to expend funds under its General Assistance program for the Eligible Services either by directly expending funds or by entering into any cooperative agreement or contract with any other governmental entity, not-for-profit corporation, non-profit community service association, or any for-profit daycare facility licensed under the Child Care Act of 1969.

SUPERVISOR'S ANNUAL REPORT – GENERAL TOWN FUND

The following is a statement by Kimberly Jones, Supervisor of the Township of Maine in the State of Illinois and the County of Cook, of the public funds received and expended by her during the year just closed, ending February 28, 2026 showing the amount of funds received and from what sources received, the amount of public funds expended and for what purpose expended, during the fiscal year ending as aforesaid.

The said Supervisor, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the fiscal year above stated, the amount of public funds received and the sources from which received and the amount expended and the purpose for which expended as set forth in such statement.

Subscribed and sworn to before me on this 24th day of March, 2026.

Clerk	Supervisor
<u>RECAPITULATION (UNAUDITED)</u>	
BEGINNING FUND BALANCE	\$ 5,226,392
REVENUES	
Property Taxes	3,463,244
Corporate Replacement Taxes	110,935
Earnings on Investments	177,262
MaineStay Fees	64,300
Charges for Services	74,251
Mainstreamers Senior Services	388,846
Other	25,350
Total Revenues	4,304,188
EXPENDITURES	
Administration	1,967,939
Assessor	424,325
Clerk	284,928
Office of Emergency Management	83,527
MaineStay/Youth/Family Services	609,719
Mainstreamers Senior Services	880,076
Mental Health and Community Services	499,300
Total Expenditures	4,749,814
TOTAL RECEIPTS	4,304,188
TOTAL EXPENDITURES	4,749,814
EXCESS (DEFICIT)	(445,626)
ENDING FUND BALANCE	\$ 4,780,766

Receipt of this report is hereby acknowledged March 24, 2026.

Trustee

Trustee

Trustee

Trustee

HIGHWAY COMMISSIONER'S ANNUAL REPORT – ROAD AND BRIDGE FUND

Of the road district of the Township of Maine in the State of Illinois and County of Cook for the fiscal year ending February 28, 2026.

To the Board of Trustees of Maine Township:

In compliance with the provisions of Sections 6-201.15 of the Illinois Highway Code, I submit to you my annual report as follows, showing:

- 1) The amount of road money received by me and a full and detailed statement as to how and where expended and the balance, if any unexpended.
- 2) The amount of liabilities incurred and not paid. (If such liabilities are undetermined, they are estimated) and the determined and estimated amount owing to each creditor.
- 3) Inventory of all tools having a present value in excess of \$200, machinery & equipment owned by the district and the state of repair of these tools, machinery and equipment.
- 4) Any additional matter concerning the roads which I consider proper and expedient to report.

Clerk	Supervisor
<u>RECAPITULATION (UNAUDITED)</u>	
BEGINNING FUND BALANCE	\$ 3,953,077
REVENUES	
Property Taxes	2,194,716
Corporate Replacement Taxes	110,939
Earnings on Investments	14,182
Permits	7,821
Grants	425,000
Other	319,166
Total Revenues	3,071,824
EXPENDITURES	
Administration	506,479
General Road Maintenance	432,907
Permanent Roads	1,447,634
Equipment/Building/Offsite Storage	288,449
Other (Social Security \$47,107; Insurance \$57,689; Illinois Municipal Retirement Fund \$51,785)	156,581
Total Expenditures	2,832,050
TOTAL RECEIPTS	3,071,824
TOTAL EXPENDITURES	2,832,050
EXCESS (DEFICIT)	239,774
ENDING FUND BALANCE	\$ 4,192,851

Amount of liabilities incurred and not paid as of 02/28/2026: \$ -

Receipt of this report is hereby acknowledged March 24, 2026.

Trustee

Trustee

Trustee

Trustee

Highway Commissioner

LIST OF CREDITORS
MAINE TOWNSHIP – ROAD DISTRICT

ACCOUNTS PAYABLE:

<u>VENDOR NAME</u>	<u>AMOUNT</u>
NONE	<u>\$ -</u>
TOTAL	<u><u>\$ -</u></u>

Receipt of this report is hereby acknowledged March 24, 2026.

Supervisor

Trustee

Highway Commissioner

Trustee

Trustee

Clerk

Trustee

**Maine Township Road District
Ed Beauvais, Highway Commissioner**

Inventory of all tools having a present value in excess of \$200.000, machinery and equipment owned by the district and state of repair of these tools, machinery and equipment.

Quantity	Year	Make	Model	Item	Condition
One	2022	Lenovo	Think Centre PC	Laptop MJ0GEC6D/MJ0GEC6A0	Fair
One	2025	Lenovo	Think Pad PC	Laptop PF54G2HH	Good
One	2025	Lenovo	Think Centre PC	Laptop 1S21KC00A0USPF4X9G90	Good
One	2024	Brother	Printer	MFC-L8905CDW	Good
Two	2019	Dell	Inspiron 3471	Computer & Monitor	Poor
One	2022	Epson	Epson - EcoTank	Printer, Copier Fax Machine	Poor
One		Microsoft	Chromebook	Office/Field Phone	Good
One		Verizon	iPhone 12	Office/Field Phone	Fair
One		Verizon	iPad	Office/Field Phone	Fair
Ten		Motorola	Mobile	Vehicle Radios With One Base Station w/Console	Good
One	2007	Tsurumi	H52-45	2' Submersible Pump	Good
One	2023	Epson	Epson - EcoTank	Printer, Copier Fax Machine	Poor
One	2023	Samsung	S24	Office/Field Phone	Fair
One		Stihl	TS500I	Concrete Cut Off Saw	Good
One		Miller	Welder	Miller multimatic 220 AC/DC	Good
One		Honda	HRX	Push Mower	Good
One		Stihl	MS151TC	Chainsaw	Good
One	2008	1025 Gallon	49X139	Tank for Calcium Chloride	Good
One		Stihl	MS194T	Chainsaw	Good
One	2015	Millermatic	250 MF470275N	Welder	Good
One		Champion	VR3	Air Compressor	Poor
One		Stihl	MS150TC	Chainsaw	Good
One	1995	Hotsy		Pressure Washer	Poor
One		Stihl	MS260	Chainsaw	Poor
Two			Two 2" and Two 3"	Pumps	Fair
Two	2007	Honda	HOQEB3000CKAG	3000 Watt Commercial Generators	Fair
One		Stihl	MS362C	Cut off saw	Good
One		PGLGradelight	RTGA1948	Pipe Laser, case, stand and two Inserts	Good
One	2007	Atlas Bobcat	30C	Auger Drive with Frame and Bit	Good
One	2007	Atlas Bobcat	72"	Industrial Bucket Grapple	Good
One		Stihl	MS462C	Cut off saw	Good
One		JRB	1.5 Cu Yd	Bucket	Good
One	1999	Honda	EB11000	Electric Generator	Good
Two	1999		Above Ground	Gas Tanks	Fair
One		JRB		Pallet Fork	Good
One		Stihl		Extended Bush Trimmer	Good
One		JRB	GP	Bucket	Good
One		Flink	V	Snow Plow	Good
One		Stihl	GS451		Good
One	2022	John Deere	Gator XVV835M	XUV	Good
Two		Force	P10CAM8205TE	Trailers	Good
One	2023	Cam	Superline	Superline Trailer	Good
One	2012	Bobcat	SB240 #713101683	Snowblower	Fair
One	2012	Bobcat	SBX240 #A00F00920	Snowblower	Good
Four	2017	John Deere	85G	Buckets (12, 24, 36, 60)	Good
One		JRB	4&1	Bucket	Good
One	2009	Husqvarna	Fs3500G	Gas Powered 26" Walk Behind Saw with 1 Wet Blade	Good
One	2017	IR	179308 U89 172	Compressor	Good
One	2017	Indecko		Breaker	Good
One		Wacker	2" Model PT2A #24258324	Pump	Poor
One	2004	Atlas Bobcat	AL-9070	Planer with Fast Cut Drum	Fair
One	2004	Bomag	BW120-3	Asphalt Roller	Poor
One	2006	Spaulding	Hot Box	Trailer	Fair
One	2022	Ford	F450 #24	Truck with plow and spreader	Good
Two	2001	Morbark	#13 and 14	Chippers	Good
One	2000	John Deere	410E	Backhoe Loader w 4 /Pavement & Ditch Buckets	Good
One	1998	John Deere	444H	End Loader with Attachments	Fair
One	2022	Ford	F150	Truck with plow	Good
One	2019	Elgin Pelican	Sweeper Vehicle #5	Street Sweeper	Good
One	2017	Ford	F350 Vehicle #9	Pick Up Truck with plow	Good
One		Jet	HVBS-712D	Band Saw	Good
One	2006	International	7400 Vehicle #19	6X4 Dump Truck with snow plow and spreader	Poor
One	2006	International	7400 Vehicle #20	4X2 Dump Truck with Snowplow & Salt Spreader	Fair
One		Husqvarna	FS400LV	Walk Behind Saw	Good
One	2009	International	7400 Vehicle #22	4X2Hibilt 10' Dump Truck with plow & Salt Spreader and scraper	Good
One	2005	Ford	F450 Vehicle #23	Boom Truck	Good
One	2018	Ford	F450 Vehicle #26	Dump Truck with Plow and Spreader	Good
One	2021	International	HV507- SFA Vehicle #27	4 x 2 Dump Truck with snowplow, salt spreader, & scraper	Good
One		Ammann	15/50	Tamper	Good
One	2003	Cronkhite	3612	Trailer	Poor
One	2021		T26 #31	Track Loader w/ attachments	Good
One		Lift Truck	Model H50FT	Fork Lift	Good
Two		Barns		6" Pumps	Poor
One		Husky		Tool Box	Good
One	2020	Imperial	WB-14-20	New Trailer	Good
One		Husqvarna	450R-REO	Banner Line 30-inch Concrete Blade	Good
One		Stihl	HT131	Pole Saw	Good
One		Stihl	HL94	Trimmer	Good
One		Milwaukee	M-18	Cordless Chain Saw	Good
One		Milwaukee	M-18	Cordless Polesaw	Good
One	2022	Bobcat	Skidsteer	Bobcat with attachments	Good
One	2022		E10	Excavator with attachments	Good
One	2024	Hotsy	555 SS	Hot water power washer	Good

March 24, 2026

Supervisor

Clerk

Highway Commissioner

Trustees



3/24/26

TO: Elected Officials

FROM: Victoria Rizzo, Administrator

SUBJECT: DISCUSSION OF SOLID WASTE COLLECTION AND RECYCLING SERVICES

An Ordinance was adopted on September 28, 2004 by the Maine Township Supervisor and Board of Trustees determining that an Exclusive Solid Waste and Recycling Franchise for single -family and multi-family buildings (defined as townhomes/row houses of eight (8) units or less) in the unincorporated area of Maine Township. would be in the best interest of both the Township and its residents. Condominiums and apartment buildings are not included.

An agreement with Flood Brothers Disposal Co became effective on October 1, 2021 and is scheduled to expire on September 30, 2026. The township is currently preparing a Request for Proposals and plan to have it available in April.



Memo

To: Maine Township Elected Officials

From: MaineStay Director Richard Lyon

Date: March 17, 2026

Website Accessibility Compliance

The U.S. Department of Justice issued a final rule under Title II of the Americans with Disabilities Act regarding web and mobile accessibility. This rule mandates that all state and local government entities ensure their digital services, including websites and mobile apps, are accessible to individuals with disabilities. For entities with our population size, the compliance deadline is April 24, 2026. Failure to meet this deadline carries significant legal and financial risks including the potential for civil litigation or DOJ enforcement action.

The DOJ has adopted the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA as the technical standard required. This is the first time the federal government has established a specific, enforceable technical standard for local government digital content.

To meet this deadline, I am recommending a two-pronged approach (option 2 or 3):

- **Scan & Remediation:** A deep-level scan from our website provider (Revize) to identify and fix underlying code errors (e.g., hidden form labels, incomplete alt tags, etc.).
- **Enhanced Accessibility Widget:** An end-user tool that allows residents to immediately adjust settings such as contrast, font size, and keyboard focus to their personal needs.

This combination provides the best protection against litigation while ensuring our digital services are accessible to all constituents. I have included four options from Revize, as well as a quote from an outside vendor for comparison.

Project: Accessibility Compliance & RZ Assist Implementation

Date: March 16, 2026

1. Executive Summary

The objective of this engagement is to improve the digital accessibility and user experience of the Client's website through comprehensive scanning, manual/automated remediation, and the implementation of the RZ Assist suite of tools.

2. Scope of Services

Phase 1: Scan & Remediation (All Options)

- **Comprehensive Scan:** A full diagnostic of the site to identify WCAG compliance gaps.
- **Fix/Remediation:** Technical execution to resolve identified issues (one-time).

Phase 2: RZ Assist Implementation (Options 2 & 3 Only)

- **Deployment:** Integration of the selected RZ Assist Widget tier.
- **Configuration:** Customizing the widget to align with site branding and user needs.

3. Investment Options

Service Level	Description	Year 1 Investment	Recurring (Year 2+)
Option 1: One-Time Fix	Single scan and remediation service. No ongoing software.	\$1,200	\$0
Option 2: RZ Pro	1 scan/remediation + RZ Assist Widget (Pro).	\$1,975	\$975/year
Option 3: RZ Pro + Annual Scan and Remediation	1 scan/remediation <u>per year</u> + RZ Assist Widget (Pro).	\$1,975	\$1,975/year
Option 4: RZ Pro Plus	1 scan/remediation + RZ Assist Widget (Pro Plus).	\$3,300	\$2,400/year

4. Detailed Deliverables

Option 1: Single Remediation

- One (1) Accessibility Audit Report.
- Code-level fixes for current identified accessibility errors.
- *Note: Does not include ongoing monitoring or assistive software.*

Option 2: RZ Assist Tier 2 Bundle

- One (1) Accessibility Audit Report and remediation.
- License for **RZ Assist Widget (Tier 2)**, offering enhanced user tools beyond the standard widget.
- Annual renewal for software only.

Option 3: RZ Assist Pro (Tier 3) Annual Program

- **Annual Scan & Remediation:** Ensures the site stays compliant as new content is added.
- License for **RZ Assist Pro (Tier 3)**: Our most advanced suite of accessibility tools.
- Priority support and annual compliance check-ins.



Automation Only

By: Lauren Reifsteck for Mainetown

Quote Expiration: 2026-04-01 **Contract Start:** 2026-04-01 **Contract Duration:** 12 Months

Protection Level (If implemented completely):

Automated Managed Managed + Assurance

Solution	Qty	One Time	Annual	Total
Platform & Automation <i>0 < 100k pageviews for 1 Authorized domain(s)</i>	1		\$2,590.00	\$2,590.00
Agreement Total			\$2,590.00	\$2,590.00

Terms & Conditions

This AudioEye Quote must be held in strict confidence and may not be disclosed to third parties for any reason. Except for the confidentiality obligations described herein, this AudioEye Quote is non-binding on both parties.



Automation + Audits

By: Lauren Reifsteck for Mainetown

Quote Expiration: 2026-04-01 **Contract Start:** 2026-04-01 **Contract Duration:** 12 Months

Protection Level (If implemented completely):

Automated Managed Managed + Assurance

Solution	Qty	One Time	Annual	Total
Platform & Automation <i>0 < 100k pageviews for 1 Authorized domain(s)</i>	1		\$2,590.00	\$2,590.00
Audit Only <i>1 audits per year for 1 Authorized domain(s).</i>	10		\$3,250.00	\$3,250.00
Agreement Total			\$5,840.00	\$5,840.00

Terms & Conditions

This AudioEye Quote must be held in strict confidence and may not be disclosed to third parties for any reason. Except for the confidentiality obligations described herein, this AudioEye Quote is non-binding on both parties.



Automation + Custom Fixes

By: Lauren Reifsteck for Mainetown

Quote Expiration: 2026-04-01 **Contract Start:** 2026-04-01 **Contract Duration:** 12 Months

Protection Level (If implemented completely):

Automated Managed Managed + Assurance

Solution	Qty	One Time	Annual	Total
Platform & Automation <i>0 < 100k pageviews for 1 Authorized domain(s)</i>	1		\$2,590.00	\$2,590.00
Audit with Custom Fixes <i>1 audits per year for 1 Authorized domain(s).</i>	10		\$6,500.00	\$6,500.00
Legal Support Included <i>Legal Support is robust support for clients facing third-party demand letters alleging WCAG (Web Content Accessibility Guidelines) issues on their sites. AudioEye's team evaluates using assistive technology to confirm or debunk the alleged issues. If needed, we implement expert fixes through our Custom JavaScript (JS) technology. Additionally, we will deliver a technical report detailing the remediated issues and work closely with you to resolve the matter.</i>				\$0.00
Agreement Total			\$9,090.00	\$9,090.00

Terms & Conditions

This AudioEye Quote must be held in strict confidence and may not be disclosed to third parties for any reason. Except for the confidentiality obligations described herein, this AudioEye Quote is non-binding on both parties.



Memo

To: Maine Township Elected Officials

From: MaineStay Director Richard Lyon

Date: March 18, 2026

Clinical Observation and Recording System Improvements

I am requesting approval of the attached Intelligent Video Solutions proposal to replace the aging equipment we use for video recording of counseling sessions. Our current equipment is 14 years old and in need of replacement due to poor audio and video quality as well as security risks of using old proprietary software required to view the videos.

We utilize video recordings of client sessions (with permission) to facilitate supervision and post-session review for master's level intern therapists selected for our internship training program, as well as for employee therapists needing session recordings for advanced credentialing purposes. It is a requirement of the graduate school programs with whom we work that students be able to video record their sessions for supervision and training purposes. In recent years, employees have also been using recordings to meet requirements for more advanced certifications such as Play Therapy or EMDR.

MaineStay has been providing high-quality training to counseling students for nearly 50 years. These two intern therapists, each here for 10+ months each year and for 20+ hours each week, provide the equivalent amount of service as one full-time clinician at no cost to the township. Replacing our outdated equipment will enhance our ability to provide supervision, support, and advanced training opportunities, while continuing to provide cost-effective delivery of counseling services to our residents.

Thank you for your consideration of my request.

Due March 18, 2026



Request for Proposal Clinical Observation and Recording System

PREPARED FOR: MAINE TOWNSHIP
BY: INTELLIGENT VIDEO SOLUTIONS (IVS)

PRIMARY IVS CONTACT:

Josh Riebe, Regional Director

Email: jriebe@ipivs.com

Cell: 321-446-0395

N53W24747 S CORPORATE CIR

SUSSEX, WI 53089

Contents

1. Minimum Qualifications.....	4
i. Vendor is to provide proof that they are compliant with the Cook County Prevailing Wage Act 820 ILCS 130/4	4
ii. Vendor must submit certificate of insurance naming Maine Township as an additional insured at the award of the contract	6
iii. Vendor must provide subcontractor information and proof that work performed by the subcontractor is covered by vendor insurance	8
iv. If awarded the work by the Township Board, the Vendor must execute a contract with the Township for the work. The Contract will be on a form acceptable to the Township.	8
2. Company Description.....	12
3. References.....	13
i. References should include name of the company, contact info and brief description of services rendered.....	13
4. Subcontractors	13
i. Vendor should list any subcontractor’s name, address and state of incorporation that are proposed to be used on the project	13
ii. Indicate the subcontractor’s role and responsibilities in the project	13
iii. Provide proof of insurance naming Maine Township as the insured at the award of the contract	13
5. Scope of Services.....	14
i. Executive Summary.....	14
ii. Project and Installation Plan	14
IVS Responsibilities.....	15
Maine Township Responsibilities	17
iii. Project Team	19
iv. Product Information.....	20
53011 VALT1E.....	20
10149 T1A2S-K.....	30
90090 SSA.....	22
19033 P3275-K.....	32
39003 WAMIC-K.....	34
39006 STDA3-K.....	35

54007 VALTBPS-K	36
39060 ORAS-K	37
BEAM (VALT1E license configured on an iOS device).....	38
v. Diagram of Design.....	40
vi. Equipment Listing.....	41
vii. Permits	41
viii. Training	41
ix. Service Call Information	41
x. Warranty	43
6. Pricing.....	46
i. Specify all expenses in the estimation of cost	46
ii. Describe the scope of services it entails and any services which would not be covered or which would be provided for an additional charge.....	46
iii. Itemized list of cost for project including all hardware, software, software subscriptions, installation fee, shipping, vehicle charge and any other costs associated with project	46
iv. Warranty and additional warranty options.....	46
v. Service Calls	46

1. Minimum Qualifications

- i. **Vendor is to provide proof that they are compliant with the Cook County Prevailing Wage Act 820 ILCS 130/4**

Please see attestation on the next page.

Remainder of page intentionally left blank

March 2, 2026

Maine Township
1700 Ballard Road
Park Ridge, IL 60068

Re: Prevailing Wage – Cook County, IL

To Whom it Concerns:

Intelligent Video Solutions hereby affirms its full compliance with all applicable prevailing wage requirements at the Federal, State, and County levels, as set forth in the project contract documents provided by the customer at the time of receipt and award.

Please feel free to reach out if you have questions or need additional documentation.

Sincerely,



Holly Knoeck,
Human Resource Manager

- ii. Vendor must submit certificate of insurance naming Maine Township as an additional insured at the award of the contract**

Please see COI naming Maine Township as an additional insured on the next page.

Remainder of page intentionally left blank



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/2/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vizance, Inc. 1320 Walnut Ridge Dr Ste 200 Hartland WI 53029	CONTACT NAME: Jennifer DeGeorge, CIC PHONE (A/C, No, Ext): 262-367-8611 E-MAIL ADDRESS: certificates@vizance.com		FAX (A/C, No): 262-367-8529													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Travelers Casualty and Surety Company</td> <td>19038</td> </tr> <tr> <td>INSURER B : Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER C : Ascot Insurance Company</td> <td>23752</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>			INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Casualty and Surety Company	19038	INSURER B : Continental Casualty Company	20443	INSURER C : Ascot Insurance Company	23752	INSURER D :		INSURER E :		INSURER F :
INSURER(S) AFFORDING COVERAGE	NAIC #															
INSURER A : Travelers Casualty and Surety Company	19038															
INSURER B : Continental Casualty Company	20443															
INSURER C : Ascot Insurance Company	23752															
INSURER D :																
INSURER E :																
INSURER F :																
INSURED INTEVID-01 Intelligent Video Solutions, LLC N53 W24747 S. Corporate Cir. Sussex WI 53089																

COVERAGES

CERTIFICATE NUMBER: 2146734123

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		ZLP16P65005	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA0X820745	9/1/2025	9/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			CUP0X825636	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB0X782552	9/1/2025	9/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B C	Professional Liability Cyber Liability Stop Gap Employers Liability - ND			6021628080 C-4LRV-100926-CYBER-2024	9/1/2025 9/1/2025	9/1/2026 9/1/2026	Limit 5,000,000 Limit 2,000,000 Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Maine Township is named as additional insured under the General Liability policy when required by written contract and signed by all applicable parties prior to loss, subject to actual policy forms, terms, and conditions.

CERTIFICATE HOLDER**CANCELLATION**

Maine Township
 1700 Ballard Road
 Park Ridge IL 60068

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

- iii. Vendor must provide subcontractor information and proof that work performed by the subcontractor is covered by vendor insurance**

Not applicable. IVS will not make use of subcontractors for this project.

- iv. If awarded the work by the Township Board, the Vendor must execute a contract with the Township for the work. The Contract will be on a form acceptable to the Township.**

Please see our **End User License Agreement** on the next page.

Remainder of page intentionally left blank

End User License Agreement

Intelligent Video Solutions, LLC
END USER LICENSE AGREEMENT
for IVS VALT SOFTWARE and Related Software Products and Services

Thank you for choosing software (“Software”) from Intelligent Video Solutions (IVS). This End User License Agreement (this EULA) is a legally binding license agreement between you and IVS that describes your rights to use this software and services provided by IVS. IF YOU DO NOT AGREE TO EACH AND EVERY TERM AND CONDITION OF THIS EULA, YOU MAY NOT USE ANY SOFTWARE PROVIDED BY IVS. THIS EULA IS AN AGREEMENT TO LICENSE SOFTWARE, NOT AN AGREEMENT FOR THE SALE OF SOFTWARE.

For adequate consideration, IVS and End User (“You”) agree as follows:

- 1. Software Licensed, Not Sold.** The Software is licensed, not sold. This EULA does not transfer or modify any ownership rights related to the Software, which are exclusively held by IVS.
- 2. License Grant to the Software.** Subject to the terms of this EULA and of applicable fees, IVS hereby grants you a limited, worldwide, nonexclusive, nontransferable, revocable license, without rights to sublicense, to download and install the Software on one (1) server, and to use the Software for the purposes set forth in the applicable Software documentation, to the extent permitted by your payment of applicable fees and any specifications of your specific license grant and license type.
- 3. Title.** IVS retains all right, title and interest in and to the Software.
- 4. Intellectual Property Rights Confidential.** The IVS VALT Software is valuable trade secret(s) and the confidential and proprietary information of IVS. The Software and any copies thereof are the exclusive intellectual property of IVS and protected by copyright laws and international treaties and as well as other intellectual property laws and treaties. The structure and organization of the Software, along with its source code and object code, are confidential information and valuable trade secrets of IVS. You agree that any disclosure by you of this confidential information will cause immediate, irreparable harm to IVS for which a court of competent jurisdiction may award equitable remedies, as well as any other available legal remedies. IVS does not grant you any intellectual property rights in or to the Software. You agree to maintain the confidentiality of the Software, License Keys, and other intellectual property of IVS using your best efforts, and in no case less than reasonably prudent care for extremely sensitive and proprietary confidential information. You agree to reasonably communicate the terms and conditions of this EULA to those persons employed or engaged by you, or who otherwise come into contact with the Software, and other

intellectual property of IVS, and to use best efforts to ensure their compliance with the terms and conditions of this Section 4.

5. **Termination.** IVS may terminate this EULA immediately and without notice if you fail to comply with any term of this EULA or fail to timely pay any amounts due IVS.
6. **Effect of Termination.** In the event of termination, you must immediately and completely cease using the Software in any way, and destroy all copies of the Software.
7. **Limited Warranty.** IVS warrants that the Software will substantially conform to the description contained in the applicable end user documentation for a period of 90 days after the earlier of the date IVS provides the Software or the date you downloaded the Software. EXCEPT FOR THE PRECEDING EXPRESS LIMITED WARRANTY, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IVS PROVIDES THE SOFTWARE AND SERVICES WITHOUT ANY WARRANTIES OF ANY KIND, EXPRESS, IMPLIED, STATUTORY, OR IN ANY OTHER PROVISION OF THIS EULA OR COMMUNICATION WITH YOU, AND IVS SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. IVS DOES NOT WARRANT THAT THE SOFTWARE OR SERVICES WILL MEET YOUR NEEDS OR THAT THE SOFTWARE OR SERVICES WILL BE OR PROVIDE FOR ERROR FREE OPERATION OR OPERATION WITHOUT INTERRUPTION. IN THE EVENT YOU OBTAINED THIS LICENSE FROM A RESELLER, DISTRIBUTOR, OR OTHER THIRD PARTY, IVS SHALL HAVE NO OBLIGATION TO YOU UNDER ANY WARRANTY GIVE BY SUCH RESELLER, DISTRIBUTOR, OR THIRD PARTY, OR THEIR RESPECTIVE AGENTS OR EMPLOYEES.
8. **Limitation of Liability.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT WILL IVS BE LIABLE FOR ANY LOST PROFITS OR BUSINESS OPPORTUNITIES, LOSS OF USE, BUSINESS INTERRUPTION, LOSS OF DATA, OR ANY OTHER INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES UNDER ANY THEORY OF LIABILITY, WHETHER BASED IN CONTRACT, TORT, NEGLIGENCE, PRODUCT LIABILITY, OR OTHERWISE RELATED TO THE SOFTWARE, SERVICES, OR OTHER SUBJECT MATTER HEREOF. BECAUSE SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INDIDENTAL DAMAGES, THE PRECEDING LIMITATION MAY NOT APPLY TO YOU.
IVS'S LIABILITY UNDER THIS EULA WILL NOT, IN ANY EVENT, EXCEED THE FEES, IF ANY, PAID BY YOU FOR THE SOFTWARE AND SERVICES LICENSED TO YOU UNDER THIS EULA. THE FOREGOING LIMITATIONS SHALL APPLY TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, REGARDLESS OF WHETHER IVS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND REGARDLESS OF WHETHER ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE. YOU AND IVS AGREE THAT, GIVEN THE PRICE OF THE SOFTWARE



AND THE NATURE OF THE CIRCUMSTANCES, THE PRECEDING LIMITATIONS ARE FAIR AND REASONABLE.

- 9. Taxes.** You shall be solely responsible for, and shall pay directly, all taxes, duties, and charges incurred related to this EULA or the Software or Services.
- 10. Entire Agreement.** This EULA sets forth IVS's entire liability and your exclusive remedy with respect to the Software, Services, and other subject matter hereof, and supersedes the terms of any purchase orders and any other communications or advertising with respect to the Software. ANY PURCHASE ORDER OR OTHER DOCUMENT PROVIDED BY OR RECEIVED FROM YOU SHALL BE FOR YOUR INTERNAL USE ONLY AND SHALL NOT BE APPLICABLE TO IVS NOR SHALL IT MODIFY THE TERMS OF THIS EULA OR GOVERN YOUR USE OF THE SOFTWARE. IVS REJECTS ANY TERMS CONTAINED IN YOUR PURCHASE ORDERS OR SIMILAR DOCUMENTS.
- 11. Notices.** Notices required by or related to this EULA from you must be sent via U.S. Mail or reputable overnight carrier, return receipt requested, to IVS's then current mailing address, which is presently N53W24747 S Corporate Cir, Sussex, WI 53089.
- 12. Severability.** If a provision of this EULA is found illegal or unenforceable, it will be enforced to the maximum extent permissible, and the legality and enforceability of the other provisions of this EULA will not be affected.
- 13. Relationship of You and IVS.** This EULA shall not be construed to create any employment, partnership, joint venture, franchise, or agency relationship between you and IVS, or to authorize either party to enter into any commitment or agreement binding on the other party.
- 14. Governing Law.** This EULA will be governed by the laws of the State of Wisconsin without regard to its choice of law principles. Any dispute under this EULA will be venued in Waukesha County, Wisconsin.
- 15. Contact Information.** If you have any questions about this EULA, please contact IVS at ipivs.com.
- 16. Survival of Terms.** These terms shall survive termination of this EULA.

2. Company Description

- i. Please include a brief history of your company, including how long you have been in business, financial standing, insurance coverage, how many clients you serve, what types of clients you serve, and the scope of services you provide**

Intelligent Video Solutions (IVS) is an LLC taxed as an S Corporation and is member managed.

IVS is headquartered in the United States in Sussex, Wisconsin and was incorporated in the state of Wisconsin in 2009.

IVS has 60 full-time employees, and our teams are in-house, from design to installation and support, so we offer our customers long-term partnership and expertise in both software, hardware, and services for audio/video capture.

The IVS founding partners have been and continue to be the IVS core leadership team including:

- Kevin Marti, CEO - 25+ years of entrepreneurship in audio/video solutions.
- Dustin Stern, CTO - 20+ years of product development and software support.
- Steve Jacobson, CRO, 25+ years of executive sales experience.
- Justin Sherman, CMO, 20+ of video-technology sales and marketing experience.

IVS wholly owns the VALT solution. VALT is designed as a true enterprise-level solution that offers reliability, proven performance, and a robust and secure platform that safeguards your valuable data. We have implemented VALT successfully across a wide range of institutions, including higher education, healthcare, community clinics, Child Advocacy Centers, and several large multidisciplinary simulations and clinic-based facilities.

IVS can provide a turnkey video system that includes the installation of cameras and audio equipment, audio wiring, configuration of the system, training, and support. All work is performed on dates agreed upon by both parties. Installation, onsite configuration, and end user training are performed by IVS onsite. The installation takes at most five business days when the customer has met all pre-installation requirements.

Please see **25-26 Cert - Maine Township** on page 7 regarding insurance coverage.

We currently serve 909 customer partners. Our commitment to excellent customer service sets us apart as a reliable partner. We believe in building long-lasting relationships with our clients and providing ongoing support and assistance. Our dedicated customer service and technical support teams are readily available to address any queries, provide guidance, and ensure that your experience with VALT is smooth and hassle-free.

3. References

- i. References should include name of the company, contact info and brief description of services rendered**

Cincinnati Children's Hospital Medical Center – Cincinnati, OH

Debbie Sharp - Analyst II – Application Mayerson Center for Safe & Healthy Children

- Email: Debbie.Sharp@cchmc.org
- Phone: 513-636-7001

Family Service Agency of DeKalb – CAC – Dekalb, IL

Holly Peifer – Director Children's Advocacy Center

- Email: hpeifer@fsadekalbcounty.org
- Phone: 815-758-8616

Maine Township of Georgia – Athens, GA

Amy Kay Powell - Director – College of Family & Consumer Sciences

- Email: akay@uga.edu
- Phone: 706-543-4929

4. Subcontractors

- i. Vendor should list any subcontractor's name, address and state of incorporation that are proposed to be used on the project**

IVS will not make use of subcontractors for this project.

- ii. Indicate the subcontractor's role and responsibilities in the project**

Not applicable.

- iii. Provide proof of insurance naming Maine Township as the insured at the award of the contract**

Please see attached proof of insurance on page 7.

5. Scope of Services

i. Executive Summary

Intelligent Video Solutions (IVS) supports the turnkey design, procurement, installation and support of VALT, an audio/video capture system for the Township's audiovisual recording and observation system across two counseling rooms. VALT will facilitate supervision and post-session review for student intern therapists and employee therapists who require session recordings for credentialing purposes.

IVS will provide design, project management, shipping and logistics, installation, onsite training, warranty and support. No third party or sub-contractor is required for IVS to accomplish the scope of services for this project. IVS teams are in-house, from design to installation and support, so we offer a seamless purchasing, implementation and support experience, which leads to long-lasting partnerships.

ii. Project and Installation Plan

One of the benefits of IVS's in-house project management and installation teams is that we are agile and coordinate mutually agreeable installation dates and times with customers. An installation date is agreed upon and scheduled when a Purchase Order is received by IVS.

IVS can provide a turnkey video system that includes the installation of cameras and audio equipment, audio wiring, configuration of the system, training, and support. All work is performed on dates agreed upon by both parties. IVS preconfigures all equipment and ships it to the address specified by the Township. Installation, onsite configuration, and end user training is performed by IVS onsite at the Township. The installation takes at most five business days when the customer has met all pre-installation requirements.

Typical project milestones include:

- Maine Township accepts Statement of Work and issues Purchase Order
- Maine Township and IVS pre-installation conference call, aka, "project kickoff call"
- IVS ships equipment to the agreed upon Township shipping address
- IVS installs equipment at the agreed upon installation locations
- IVS trains Maine Township admin and end users

When a PO is received, the Township will receive an email from their dedicated IVS project coordinator inviting the Township to schedule a project kickoff call. During the kickoff call an installation week date is agreed upon by IVS and the Township, and then prerequisites leading up to the installation week are reviewed and coordinated. To ensure a productive kickoff call and keep the project on target to meet the Township's desired timeline, the Township must include Maine Township network team and IT

representatives, as well as any users involved in the administration of the system on the project kickoff call.

Based on our experience, the following work requirements for us and our university partners contribute to a successful implementation.

Intelligent Video Solutions (IVS) will coordinate the installation and configuration of all equipment with your team. All work will be performed on the dates agreed upon by both parties. Installation date will be agreed upon and scheduled during your IVS project kickoff call.

Below is a sample statement of work:

IVS Responsibilities

Check applicable	Service	Description
<input checked="" type="checkbox"/>	Project Management	<ul style="list-style-type: none"> • Coordinate customer and IVS parties to obtain and document the required information relevant to the scope of this project. • Coordinate IVS technical services and IVS logistics teams to ensure delivery of all products and execution of all professional services as detailed in the IVS quotation for this project.
<input checked="" type="checkbox"/>	Pre-Configuration Services	<p>Pre-configure video appliances, cameras, and encoders (if applicable) with the customer-supplied IP information to minimize work on-site.*</p> <p><i>*Requires customer-supplied IP information to be received prior to shipping</i></p>
<input checked="" type="checkbox"/>	Network Integration Services	<p>Provide a support engineer to remotely coordinate the integration and configuration of network related services (Active Directory, ACLs, SSL, etc.) with the customer’s IT department contact(s).</p>
<input checked="" type="checkbox"/>	Field Installation Services	<p>Provide IVS technicians to install the necessary hardware to complete the project as outlined in the quotation including:</p> <ul style="list-style-type: none"> • Run cable for microphones and terminate microphones to audio interface device. • Connect and configure audio interface device and set up audio levels (if applicable). • Install cameras and connect cameras to network. Focus cameras if required. • Connect and terminate audio from audio interface to camera. • Run cable for VALT control devices and accessories.

		<ul style="list-style-type: none"> • Install VALT control devices & accessories and verify normal operation (if applicable)
☒	Camera Placement	<p>If not already specified, IVS can provide a recommendation based on industry best practices for the placement of cameras within all rooms at the time of installation.</p> <p>IVS will conduct an initial walk through of all rooms with a designated representative of the customer. During this walk-through placement of the cameras in each room will be agreed upon with the designee.</p>
☒	Configuration Services	<p>IVS will provide an engineer to custom configure the VALT software to meet the specific needs of the customer.</p> <p>Included in the set up and configuration of the head end is the following:</p> <ul style="list-style-type: none"> • Enter IP camera information into the software and name cameras according to customer desired room names or camera ID's. • Work with the customer to develop custom fields associated with each camera and configure user templates for those fields. • Work with the customer to define user groups and define appropriate rights and access requirements for each group. • Set up applicable user accounts. • Test configuration and ensure software and all hardware is configured and works as specified.
☒	Training Services	<p>VALT is easy to use, and users are trained in their actual VALT system, so training typically takes no more than 60 minutes for trainees (technical, admin, first-time adopters, etc.) to become proficient and operate independently in the system.</p> <p>Training is led by an IVS technician onsite at the conclusion of the scheduled installation week. The Township may determine the number of participants who attend onsite training. IVS customers typically choose one of the following training options:</p> <ul style="list-style-type: none"> • Option A: Hold one training session for one designee that will then train their organization (we call it "Train the Trainer") • Option B: Hold two training sessions for users and administrators: End user training will entail operational usage and take about 60 minutes. Administrator training will cover configuration of management and software functionality and take about 60 minutes. <p>If remote training is needed after onsite training, such as for a new employee or scheduled refresher training, remote training can be provided when requested by the Township with IVS technical support</p>

		<p>or the Township’s assigned IVS Regional Representative remotely via web-meeting. Remote training is covered by an active Software Support Agreement.</p> <p>In addition to remote training, the Township has access to an online library of training videos and documentation resources that are kept up to date in the IVS wiki, including a User and Admin Manual at https://ipivs.info/wiki/index.php/VALT_Manual. The IVS wiki is easily accessible from the Help section of VALT user interface. The user manual may also be easily printed from the IVS Wiki link if a physical copy is needed.</p>
--	--	--

Maine Township Responsibilities

Check applicable	Service	Description
☒	Pre-Installation	<ul style="list-style-type: none"> • Complete the VALT Project Outline & Permissions Spreadsheet no later than 10 business days prior to on-site or configuration date. • Provide individual contact information for all stakeholders. • Commit to a mutually agreed upon date of service. • Provide site diagram and pertinent pictures to IVS. • Provide IP/network configuration for all network devices. • Provide a network drop with a 15’ service loop near the desired location of each camera, encoder, or other network attached device to be installed by IVS. • Provide a POE switch with enough available power budget to power all POE devices included in the project. • Provide power outlets to power all equipment that requires DC power. Power supplies will be provided by IVS for all gear that require DC power. • Configure network / VLANS for server and cameras. • Configure any internal firewalls to allow communication between the servers, cameras, and clients. • Identify location / space for server appliances. • Complete and return the User Permissions Spreadsheet. • Provide IVS with user data templates (this can be done on site if required)

		<ul style="list-style-type: none"> • Ensure users workstations have network access to server via web browser. • Provide network information for IVS technician to connect to server and camera networks for configuration. • For Single Sign On (SSO): Schedule a remote session with an IVS technician to verify programming and functionality of the customer programmed areas. • Determine the FQDN (URL for accessing VALT) • Have furniture in place so that the IVS team can aim and install cameras based on where furniture is in each room.
☒	Installation/ Configuration	<ul style="list-style-type: none"> • Provide parking pass and access to site along with any keys / access information. • Complete initial walkthrough to specify hardware locations. • Provide building and room access during standard working hours, or during previously agreed upon times. • Provide Wireless & Wired access to the camera and server IP. • Provide date, time, and location for training sessions for staff and ensure it has access to VALT. • Complete final walkthrough with IVS technician.
☒	Service Postponement or Cancellation Notice	<ul style="list-style-type: none"> • The customer is responsible to provide written notice of cancellation or postponement for all on-site services. • Any cancelation or postponement greater than 45 days will have no penalty assessed. • Any postponement or cancellation of less than 45 days, a 20% charge will be added to the existing cost of installation and must be paid in full prior to re-scheduling. If all plans are canceled, 20% of all installation costs will be non-refundable. • Any postponement or cancellation of less than 14 days, a 40% charge will be added to the existing cost of installation and must be paid in full prior to re-scheduling. If all plans are canceled, 40% of all installation costs will be non-refundable.

iii. Project Team

IVS will provide a single project manager to coordinate with the Township.

Our installation technicians and support engineers are Axis Communications Certified technicians. They are also Biamp certified and have been programming and commissioning Digital Signal Processing audio systems for more than 6 years. We actively certify new staff as part of our training processes and provide continuing certification as new technologies become available to our existing staff.

With an active Software Support Agreement, the IVS support team may be contacted Monday – Friday, 7 a.m. to 7 p.m. CST using any one of the following methods:

- Phone: 262-746-9290 (monitored 8-5 M-F CST)
- Email: support@ipivs.com (monitored 8-5 M-F CST)
- Booking: <https://ipivs.com/book>

The above contact information is readily accessible in the VALT user interface Help tool to make it easily accessible to end users.

Our support model is what we call a “swarm” model. If you call IVS for support, our goal is for the IVS technician who answers your call to stay on the line with you through the entire call until resolution. Instead of transferring you through an escalation tree, which is a frustrating experience, the IVS technician finds their colleagues and works with them to resolve your issue. The experience is transparent and easy for you. You never have to re-explain your problem because the support technician is the one collaborating with their colleagues to help you, right now. To back this up, we have a first call resolution rate of 96 percent. That means that 96 percent of the time someone calls support, their problem is solved by the end of that call. Comparative metrics in lots of organizations would be closer to 65 or 70 percent.

In addition to our in-house support team, the Township’s dedicated account management team includes Josh Riebe, Mideast Regional Director, and Nathaniel Brost, Mideast Regional Representative. Josh and Nathaniel support our partners in Illinois, Indiana, Michigan, Kentucky, Ohio and Wisconsin. They work together to help prospects evaluate and implement VALT and then support long-term partnerships with our customers. Nathaniel conducts routine VALT reviews with current customers to review how the system works for the customer, provide additional or refresher training as needed at no cost, and share new VALT features and available updates that support each customer’s use case.

iv. Product Information

53011 VALT1E

IVS uses a perpetual license model to help our customer partners maintain low operational costs. The VALT license (**53011 VALT1E**) is a one-time, up-front cost, not a software subscription. VALT is licensed per camera and encoder. For example, when you buy a VALT license for a camera, you do not need to repurchase that license, so when you replace the camera, you originally bought in five to seven years, the VALT license simply transfers to the new camera model.

With a VALT license, there is no limit to the number of users or user groups that may be configured in the VALT software as needed, which contributes to budgetary stability.

A single VALT license provides the entire VALT software functionality with initial investment. There is no pay per module or tier license structure that would require sacrificing features or functionality to save cost.

VALT is a web-based application and there is no client installation on customer-provided hardware or customer-owned computers. No third-party applications or add-ons are required to stream, record, or playback audio and video. This makes VALT exceptionally easy for the Township to deploy and maintain as the audio/video solution for simulation.

VALT is easily accessible to users with proper credentials from any networked device. Users simply access VALT to observe live or playback recorded videos from any networked device, such as a PC, laptop or tablet. For example, to observe a session via VALT a user may select a room name, which automatically opens the camera streams associated with the room in VALT for observation. User rights prevent users without proper permissions from logging into the system and viewing a session which they have not initiated or have rights to view. And to playback recorded video, users open VALT in the web-browser of a networked device and select the video they want to play. They can also mirror or cast their device display or physically connect their device to a larger monitor display when needed. There is no need for, or restriction to, vendor-provided computers or tablets for video management, which reduces up front and maintenance costs, and frees up where and when review of video may take place.

VALT has multiple workflow options to start, stop, and pause recording. VALT has the capability to both schedule recordings and initiate ad hoc recording in the user interface or with a start/stop button. The start/stop button is paired with a privacy button in a single gang wall plate to invoke privacy in a room, which turns off the video at the camera level and allows audio-only to be streamed and recorded, as requested by the Township for this project.

Users with proper permissions use VALT's comments tool to add written and/or audio tags to video when observing live recorded simulations and when reviewing recordings in playback. Comments are automatically time stamped, authored, and indexed with color-coded markers in the video timeline to support intern and employee review.

When a recording ends, users access video for playback they have permission to view in the Review section of VALT. Videos are immediately available for playback. VALT video uses non-proprietary MP4 file formatting and h.264 video compression, which minimizes network demands and permits video to be

readily available on the server, with no lag-time associated with video rendering or exporting, so instructors and learners may have timely review following a recording session.

Videos in Review appear in a list format, or a thumbnail format based on user preference. By default, videos are organized by the most recent video file first, however a user may sort video files by available column headings such as room, author, markers, and recording name.

VALT's search engine also allows users to use a keyword search box to retrieve recordings based on metadata associated with the video file, such as date, author, room, or keywords entered in the video indexing template, tags, or assessments.

After retrieving a video in VALT, a user can navigate the recorded video by clicking on previously added comments or annotations in the timeline or comments pane to the left of the video window. VALT includes standard video player controls such as play, pause, step back (goes back 10 seconds), step forward (goes forward ten seconds), audio level, playback speed (adjust playback speed from 1/8x to 8x).

When a user selects a tag that was added to the recording, the video jumps all camera views recorded together to that moment in the video to start playback. The comments feature in video playback also includes a 'pause' function that automatically pauses the recording while the user adds their comment and then automatically resumes video playback when the user enters their comment. The video can also automatically pause to playback audio comments then automatically resume playback when the comment ends. Comments and markers may be added in playback. Existing comments may also be revised, and revised comments display who made the edit and when.

Recording data (information, comments, and evaluation template information) may be edited, with proper permission, during playback. VALT also includes a clip and redact tool to excerpt or clean up video files. Clip and redact tools do not impact the initial recording, they simply create an edited copy.

Video retention settings may be defined per user group. The retention feature allows content to be automatically deleted from VALT according to the preset retention duration (hours, days, weeks, months, years, or keep forever). Users with proper permission may revise the retention date of individual video files to override the auto-delete function and save the file for long term storage.

Simple configuration of VALT provides each group with their preferred workflows and video management to support their objectives. User permissions are granular and specific and may be defined at the "user group" and "user" level to ensure appropriate access control. More than 75 features of the VALT software may be turned on or off by user group, which shortens the learning curve and secures video and data. VALT does not restrict customers to vendor-defined roles and permission settings. VALT permissions are tailored to each organization's programs and user groups to meet their specific security compliance requirements.

In addition to user permissions the following technical safeguards are supported:

- VALT's robust audit log feature creates an audit trail of who logged in and from what device, date/time (00:00:00), IP address, cameras viewed by user, recordings initiated by user, video content accessed by user, administration changes by user, and system alerts by device. This information is searchable, sortable, and exportable into .pdf and .csv reports. Audit logs may not be modified and are stored for the duration specified by the University.

- Also supported is full SSL and video encryption via RTMPS (Wowza StreamLock™).
- Each user group may be allocated its own set of cameras. This allows the customer to easily segment and departmentalize groups and isolate them from each other even though they share the same infrastructure.
- “Containers” allow multiple disciplines to share the same infrastructure yet maintain complete privacy amongst each other.

90010 SSA

The only annual reoccurring cost is 90010 SSA, which is our Software Support Agreement. The Software Support Agreement includes unlimited software updates, support calls during Monday – Friday 7 a.m. to 7 p.m. CST, and a 5-year hardware warranty. The Software Support Agreement and Service Level Agreement statement follow. The Hardware Warranty statement is included on page 44.

Remainder of page is intentionally left blank.

Software Support Agreement

Overview

The Software Support Agreement (SSA) is an annual subscription that includes:

- Technical Support
- Maintenance
- Software Upgrades

Term

The term is 12 months starting after the invoice date.

Vendor Responsibilities (IVS)

IVS will notify Customer of enhancements, updates and bugfixes these will be published in one of the following methods: IVS's website or wiki, email, telephone or written letter. IVS will, from time to time, notify Customer with relevant documentation revised to reflect significant updates and enhancements to the Software made by IVS, if any, while the customer is under SSA using one or more of the following methods: IVS's website or wiki, email, telephone or written letter. IVS will supply Customer with reasonable means of accessing and applying modifications and enhancements to the Software, through the use of a network download or remote session. IVS is not obligated under this Agreement to perform on-site installation of modifications and enhancements to the Software.

Customer Responsibilities

Customer agrees to follow the IVS's minimum hardware and software requirements in order for the Software to function properly in a production environment. Customer agrees that IVS is not responsible, nor obligated to change the Software due to Customer's change in business practices, policies or procedures. However, Customer may request new features or upgrades to accommodate all or part of said practices, policies or procedures. Customer acknowledges that it is the sole responsibility of the Customer, at all times, including specifically during all service functions performed by IVS pursuant to this Agreement and undertaken on the Customer's local installation of the supported Software, to protect and maintain an up-to-date and restorable backup of any and all related databases and files. Customer also must provide and keep up to date proper contact information for notification purposes.

Technical Support

The Customer may receive support by calling IVS's telephone support phone number, email or by booking a support appointment.

- *Phone: 262-746-9290 (monitored 7 am - 7 pm M-F CST)*
- *Email: support@ipivs.com (monitored 7 am - 7 pm M-F CST)*
- *Booking: <https://ipivs.com/book>*

Support assistance may be delivered by telephone, email and/or remote assistance via a web meeting. Support will be provided to the Customer for assistance with software bugs, repair of known issues, troubleshooting of software malfunctions, installation and deployment, general questions, end user questions, software administration and best practices procedures. IVS is not responsible for software or hardware of third parties, but may, at the discretion of the support engineer, assist in troubleshooting these third-party hardware/software issues as they relate to the IVS Software. IVS will give reasonable assistance to Customer in installing and operating any new release or enhancement, provided, however, that if such assistance is to be provided onsite, such services will be charged at IVS's then current consulting rate.

Software Maintenance

While the customer is under the SSA, IVS will provide the Customer with patches, bug fixes, and new releases of the Software along with other generally available technical material. All patches, bug fixes and releases shall be subject to the license agreement related to the Software.

Software Upgrades

If under SSA the customer is eligible for all software upgrades. Customer agrees that the releases of software upgrades are at the sole discretion of the IVS and shall follow the IVS's internal quality standards. Further, IVS will choose software features to be depreciated or included. If a customer not engaged in a current SSA wants a software upgrade they will be required to purchase an upgrade at a rate of the IVS's current upgrade pricing.

Support Hours

Monday - Friday 7:00 AM - 7:00 PM (CST)

Upcoming IVS Holidays

- Memorial Day – Monday, May 25th
- Independence Day – Friday, July 3rd
- Labor Day – Monday, September 7th
- Thanksgiving – Thursday and Friday, November 26th and 27th
- Christmas Eve – Thursday, December 24th
- Christmas Day – Friday, December 25th
- New Year's Eve Day - Thursday, December 31st
- New Year's Day – Friday, January 1st.

Unresolved Calls

Not all calls may be resolved while the technician is on the phone. Some calls require testing and/or assistance from our development department to resolve. IVS will keep the designated contact person updated as to the status of the open call if the problem cannot be resolved while on the phone with the technician.

Non-Support Agreement

If a customer not engaged in a current SSA wants a Software upgrade or technical support they will be required to purchase a SSA for a minimum of 1 year and may be subject to a re-activation fee.

Service Level Agreement

Overview

This Service Level Agreement “SLA” covers all support and maintenance services provided by Intelligent Video Solutions “IVS” to the customer relating to the VALT (“Video Audio Learning Tool”) and BEAM Software packages. This agreement is effective from the date of installation of the VALT Software and will continue while the customer is under an active support and maintenance agreement.

This agreement is subject to change at the discretion of Intelligent Video Solutions.

Scope

Intelligent Video Solutions will provide technical assistance and troubleshooting for the following items:

- *Software issues related to the VALT or BEAM applications.*
- *Hardware issues related to the VALT appliance (physical appliances only), IP cameras, microphones or other related equipment purchased by the customer from IVS and installed by IVS or an IVS certified reseller.*
- *Customer provided devices utilized to access the VALT Software.*
 - *Troubleshooting and support of client-side issues will be limited to assisting the customer in identifying any issue related to access to the VALT Software. Once the issue has been identified it will be the customer’s responsibility to resolve any issues related to customer supplied devices.*

Maintenance

At the customer’s request Intelligent Video Solutions will perform requested maintenance on customer owned VALT physical and virtual appliances. These maintenance activities may include the following:

- *Installation of OS level updates*
- *Installation or integration of third-party applications, such as a backup agent, on the VALT server.*
 - *All such third-party applications must first be reviewed by IVS. IVS reserves the right to deny the installation of any third-party application.*
- *Change in configuration to the VALT application, the underlying OS, or any support applications required to run the VALT Software. Any customer requested changes are subject to approval by IVS.*

All maintenance requests must be scheduled with IVS and must occur during the support hours stipulated in this agreement.

Updates

Intelligent Video Solutions will perform updates to the VALT Software periodically. Notice of all major releases will be provided to the customer within 30 days of release. This notice may take the form of on IVS's website or wiki, email, telephone or written letter. All updates must be requested by customer and scheduled a minimum of 24 hours in advance with IVS. No updates will be applied to a customer owned appliance without prior approval from the customer.

Limitations

Intelligent Video Solutions will not be responsible for any support for equipment provided by or installed by an authorized reseller or other third party. For the purposes of this SLA, a customer performing a self-install will be considered a third-party installer. The only exception to this policy will be the VALT Software, which IVS will provide support for. Any issues that IVS identifies as being related to hardware provided by a reseller or installation work completed by a third-party installer, will be the responsibility of the that party to resolve.

Severity Levels

Intelligent Video Solutions will classify all support and maintenance requests with a severity level according to the following list. The severity level will be used to determine the required response time as stipulated in the Target Response Section below. When determining a severity level, the following conditions will be taken into consideration:

- Impact of Issue on Customer Workflow
- Time Sensitivity of Issue
- Extent of Issue
- Availability of a Work Around
- Method of Submission

Severity Level 1

VALT application is completely down and unusable. The customer's workflow is severely impeded by the outage of the video recording software.

Severity Level 2

VALT application is experiencing a critical issue resulting in reduced functionality. This issue is directly impacting the customer's workflow.

Severity Level 3

The issue relates to the VALT application, but does not affect all users of the system. Most users are able to utilize the VALT software without issue or the issue does not significantly impact the customer's workflow.

Severity Level 4

The issue is maintenance related and does not significantly impact the customer's workflow. Severity levels often cannot be properly assigned until the situation is assessed by an IVS technician.

All issues will be assigned a severity level based upon the initial reporting. That severity level may be adjusted after an IVS technician has reviewed the situation.

Target Response Times

Any issues submitted during covered support hours will be assessed by an IVS technician and assigned a priority. IVS will make every effort to respond to all support issues in a timely manner. The chart below outlines the target response times for all issues based on severity. All times listed are based on covered support hours. Any issues submitted outside support hours will be treated as having been submitted at the beginning of the next support day.

Severity Level	Target Response Time
1	Two Hours
2	Four Hours
3	One Day
4	One Week

Intelligent Video Solutions recognizes that resolution of an issue may require multiple resources both from IVS, the customer, and third parties. As such, IVS offers no guarantees or warranties as to resolution timeframe for any reported issue. All issues will be resolved on a best effort basis.

Optional On-Site Service Agreement

An IVS on-site warranty must be purchased in advance. An on-site service call can only be scheduled by an IVS technician after remote diagnostics are done. The target response time to get a technician onsite with the appropriate hardware to fix the issue is 10 business days (~2 weeks).

Customer Support

All support and maintenance issues should be submitted to IVS via one of the methods listed below.

- Phone: 262-746-9290 (monitored 8-5 M-F CST)
- Phone: 262-XXX-XXXX (monitored 24x7)
- Email: support@ipivs.com (monitored 8-5 M-F CST)
- Booking: <https://ipivs.com/book>

Any issues submitted via email will automatically be classified as a severity three or below. IVS should always be notified of critical issue via phone. The customer acknowledges by submitting an issue via the booking page that they are selecting a support time of their choosing and forgo any expectation of response times listed in this document. Support issues should not be reported directly to any IVS employee or contractor. IVS cannot guarantee response time or resolution of any issues not reported to IVS customer support in the appropriate manner.

Customer Responsibilities

- *Maintain a record of the configuration of the VALT application and any related equipment for use by IVS support in troubleshooting any issues related to the VALT Software.*
 - *IVS does not maintain a record of this information for any customer.*
- *Provide remote access to IVS support to the VALT server, IP cameras, and any computers experiencing an issue to facilitate troubleshooting.*
 - *IVS does not maintain any external access to customer owned hardware.*
 - *Remote access can be provided via Splashtop, Zoom, or any other remote software available to both IVS and the customer without any additional cost to IVS.*
- *Provide the necessary passwords to IVS support personnel to access the VALT appliance and all related equipment.*
- *Provide IT support staff to assist in troubleshooting and resolving any issues related to the VALT Software. This includes making required changes to networking, firewalls, antivirus, or any other software or hardware as required to restore the VALT Software to normal operating condition.*
- *Provide staff on site to assist with minor physical troubleshooting of issues related to the VALT Software. This includes, but is not limited to:*
 - *Rebooting Cameras*
 - *Verifying Equipment Status*
 - *Checking Wiring*
- *Maintain the VALT appliance and any related equipment in a climate controlled environment and ensure the equipment is not subject to physical damage.*
- *Back up the VALT database and all video files on the VALT appliance(s).*
- *Internet access may be required on the server to apply patches, bugfixes or updates.*

Charges

Unless stated otherwise, all services associated with the maintenance and support of the VALT application and related equipment will be covered under the VALT maintenance and support agreement.

The maintenance and support agreement covers remote support services only. Any issues that cannot be resolved remotely which require a site visit from a VALT technician or contractor, may be billable. Billing for such services may include both on site hours and travel expenses.

Product sheets are provided next to share information about the proposed hardware for the VALT system, and the BEAM mobile companion app (which simply uses a VALT license on an iOS device).

Remainder of page intentionally left blank



VALT SERVER

T1A2S SPECIFICATIONS



“INTELLIGENT VIDEO SOLUTIONS OFFERS A DISCIPLINED, ENTERPRISE CLASS TOOL. VALT FITS, WORKS AND IS SECURE.”

Michael Barr, CIO
Mt. Royal University

VALT servers are Tier One platforms featuring the industry's most trusted suppliers hand selected for video optimization and maximum uptime. Prior to leaving the manufacturing environment every component is tested, validated and burned in ensuring your VALT system is ready to perform out of the box.

Each server is meticulously prepared in our configuration center with VALT licensing and software to create a custom-built appliance for any size video observation and recording project.

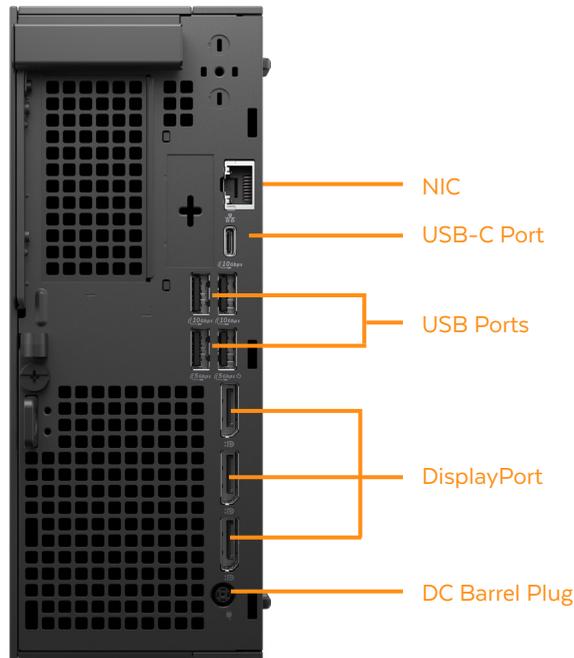




The T1A2S is a micro-tower chassis featuring an INTEL Core Ultra 5 235 CPU, 16GB RAM, and 2 TB of video storage. This appliance is benchmarked to manage up to five 1080p cameras and offers 1,000 hours of video archive.

TECHNICAL SPECIFICATIONS

MODEL NAME	T1A2S
FORM FACTOR	MICRO TOWER
CAMERAS	25
OS	UBUNTU LINUX 24.04
STORAGE DRIVE	2TB SSD TLC WITH DRAM M.2 2280 PCIE GEN4 SED READY
CPU	INTEL CORE ULTRA 5 235
CACHE	24 MB
CORES	14
THREADS	14
SPEED	2.9 GHZ
MEMORY	16GB: 2 X 8 GB, DDR5, 5600 MT/S, NON-ECC
HEIGHT X WIDTH X DEPTH	8.11" X 3.12" X 7.00"
MOUNTING	FREE STANDING OR VESA WALL MOUNT
MOTHERBOARD	DELL PRO MAX MICRO MOTHERBOARD
POWER SUPPLY	280W A/C ADAPTER, EPEAT5, 7.4MM BARREL, TCO10
AVG. POWER CONSUMPTION	100W
BTU/HR	338
VIDEO STORAGE	1000 HOURS*



All VALT Servers are backed by a 5-year next business day on-site repair warranty.

To request warranty services please contact Intelligent Video Solutions by phone: 262-746-9290 or email: support@ipivs.com.

* Estimated retention hours for use with 1080P cameras for 720P cameras multiply by 2
Additional information available at ipivs.com/products/#servers

AXIS P3275-LV Dome Camera

Indoor 2 MP AI-powered dome

This AI-powered camera delivers excellent image quality in 2 MP under any light conditions. Built on ARTPEC-9, it offers accelerated performance to run impressive analytics applications on the edge. It comes with AXIS Object Analytics to detect, classify, track, and count humans. In addition, AXIS Live Privacy Shield makes it easy to remotely monitor activities while protecting privacy. This robust, IK10- and NEMA 4X-rated camera is both vandal- and impact-resistant. Furthermore, Axis Edge Vault, a hardware-based cybersecurity platform, safeguards the device and protects sensitive information from unauthorized access.

- > [Excellent image quality in 2 MP](#)
- > [Next-generation AI-powered analytics](#)
- > [Lightfinder 2.0 and Forensic WDR](#)
- > [Audio and I/O connectivity](#)
- > [Built-in cybersecurity with Axis Edge Vault](#)



AXIS P3275-LV Dome Camera

Camera

Image sensor

1/2.8" progressive scan RGB CMOS
Pixel size 2.9 µm

Lens

Varifocal, 3.4–9.8 mm, F1.4–2.7
Horizontal field of view: 100°–32°
Vertical field of view: 52°–18°
Minimum focus distance: 1 m (3.28 ft)
IR corrected, remote zoom and focus, P-Iris control

Day and night

Automatic IR-cut filter

Minimum illumination

Color: 0.08 lux at 50 IRE, F1.4
B/W: 0.02 lux at 50 IRE, F1.4
0 lux with IR illumination on

Shutter speed

1/37000 s to 2 s

Camera adjustment

Pan ±190°, tilt -45 to +80°, rotation ±95°

System on chip (SoC)

Model

ARTPEC-9

Memory

2 GB RAM, 8 GB Flash

Compute capabilities

Deep learning processing unit (DLPU)

Video

Video compression

H.264 (MPEG-4 Part 10/AVC) Baseline, Main and High Profiles
H.265 (MPEG-H Part 2/HEVC) Main Profile
AV1
Motion JPEG

Resolution

16:9: 1920x1080
16:10: 1280x800
4:3: 1440x1080

Frame rate

Up to 50/60 fps (50/60 Hz) in all resolutions

Video streaming

Up to 20 unique and configurable video streams¹
Axis Zipstream technology in AV1, H.264 and H.265
Controllable frame rate and bandwidth
VBR/ABR/MBR H.264/H.265/AV1
Low latency mode
Video streaming indicator

Signal-to-noise ratio

>55 dB

WDR

Forensic WDR: Up to 120 dB depending on scene

Multi-view streaming

Up to 7 individually cropped out view areas

Noise reduction

Spatial filter (2D noise reduction)
Temporal filter (3D noise reduction)

Image settings

Saturation, contrast, brightness, sharpness, white balance, day/night threshold, local contrast, tone mapping, exposure mode, exposure zones, defog, barrel distortion correction, compression, rotation: 0°, 90°, 180°, 270° including corridor format, mirroring, dynamic text and image overlay, overlay widget, privacy masks, target aperture

Image processing

Axis Zipstream, Forensic WDR, Lightfinder 2.0, OptimizedIR

Pan/Tilt/Zoom

Digital PTZ, preset positions
Guard tour, control queue

1. We recommend a maximum of 3 unique video streams per camera or channel, for optimized user experience, network bandwidth, and storage utilization. A unique video stream can be served to many video clients in the network using multicast or unicast transport method via built-in stream reuse functionality.

DESCRIPTION

The Verifact® D is an electret condenser microphone with pre-amp and omni-directional pattern. It provides listening capabilities between the area of coverage and the Louroe Base Station, or other audio receiving devices. Microphone assembly is mounted to the back of a single gang stainless steel faceplate that fits into a single gang electrical box. Verifact® D Microphone is compatible with all Louroe Base Stations. The unit can be flush or surface mounted to a wall or ceiling. Electrical box not included.



VERIFACT® D
Microphone

APPLICATION

As part of a Louroe Audio System, the Verifact® D Microphone can be used in situations such as:

- Convenience Stores
- Warehouses
- Interrogation Rooms
- Hospital Observation Rooms
- Or anywhere CCTV cameras are installed
- Parking Structures
- Booking Rooms
- Casino Soft Count Rooms

WIRING REQUIREMENTS

2 Conductor **shielded** cable, 22 gauge with a 24 gauge drain wire

NOTE: Unshielded cable is not satisfactory for audio systems

West Penn 452 or equivalent



FEATURES

- High sensitivity to low sound pressure
- Microphone can pick up normal sounds 15' away
- May be located up to 1000' from base station
- Phantom powered from Louroe Base Station
- Microphone preamp contains sensitivity switch for lowering gain
- Fits into single gang electrical box (not included)
- Flush or surface mount to wall or ceiling

SPECIFICATIONS

■ Sensitivity	-45 dBV/Pa 1 Pa = 94 dB SPL
■ Frequency Response	50 Hz to 15 kHz
■ Output	Line Level (0 dBV, 600Ω @ 1kHz)
■ Current Drain	10mA
■ Supply Voltage	12 Vdc
■ Microphone Housing	Stainless faceplate
■ Dimensions (Faceplate)	2 3/4" W x 4 1/2" H
■ Weight	2.5 oz
■ Shipping Weight	1 lb

IMPORTANT NOTICE

When this equipment is used as part of an audio monitoring system, the law requires that the public be given notice of AUDIO MONITORING ON THE PREMISES. A decal notice is included with each microphone shipped.



Federal Law References:
 Federal Regulations, US Code, Title 18.
 Crime and Criminal Procedure, Sec 2510.



STICK-ON® SERIES

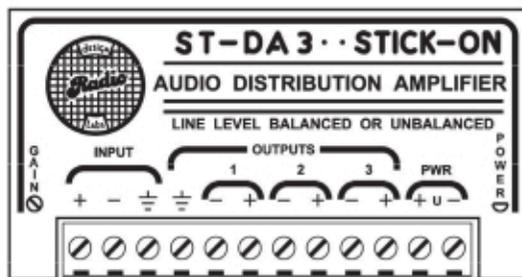
Model ST-DA3

Distribution Amplifier

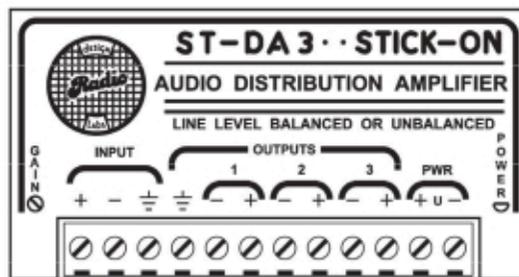
Installation/Operation



Declaration of Conformity available from rdlnet.com.
 Sole EMC specifications provided on product package.
 Specifications are subject to change without notice.



AUDIO WIRING



25 TURN
GAIN SET
ADJUSTMENT

SIGNAL
FROM
BALANCED
LINE-LEVEL
SOURCE

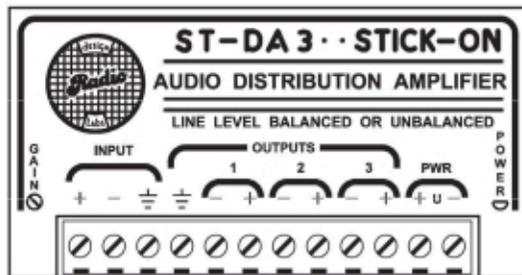
SIGNAL
FEEDING
BALANCED
LINE-LEVEL
EQUIPMENT

OTHER
BALANCED
OR UNBAL
OUTPUTS

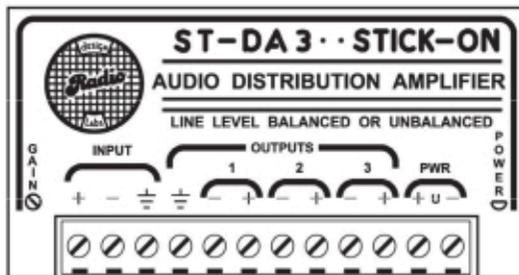
SIGNAL
FROM
UNBALANCED
LINE-LEVEL
SOURCE

SIGNAL
FEEDING
UNBALANCED
LINE-LEVEL
EQUIPMENT

OTHER
BALANCED
OR UNBAL
OUTPUTS



SUPPLY WIRING



DO NOT
GROUND
NEGATIVE
FOR FLOATING
OR BIPOLAR
POWER
INSTALLATION

OR

GROUND
NEGATIVE
FOR GROUND-
REFERENCED
POWER
INSTALLATION

OPTIONAL
JUMPER
(WHEN USING GROUND-REFERENCED POWER SUPPLY)

RDL PS-24
TYPE
SUPPLY

24 Vdc
POWER
SOURCE

AUXILIARY
BIPOLAR
SUPPLY

12 12
G OR OR
N 15 15
D Vdc Vdc
BIPOLAR SUPPLY

TYPICAL PERFORMANCE

Input:	20 kΩ balanced or unbalanced
Input Signal:	-15 dBV to +21 dBu (for +4 dBu output)
Maximum Input Level:	+24 dBu
Outputs (3):	150 Ω balanced or 75 Ω unbalanced
Output Signal:	
Balanced:	+4 dBu nominal
Unbalanced:	6dB below balanced line-level
Maximum Output Level:	+25 dBu
Frequency Response:	10 Hz to 100 kHz (±0.05 dB)
THD+N:	< 0.002% (unity gain)
IMD:	< 0.003% (unity gain)

Noise below +4 dBu:	< -98 dB (unity gain)
Headroom:	> 20 dB (above +4 dBu)
Gain:	Unity ± 17 dB (adjustable)
CMRR:	> 60 dB (50 Hz to 120 Hz)
Indicator:	Red LED power indicator
Power Requirement:	GROUND-REFERENCED or FLOATING 24 Vdc @ 70 mA
Ambient Operating Environment:	0° C to 55° C
Dimensions:	
	Width: 3.00 in. 7.62 cm
	Depth: 1.55 in. 3.94 cm
	Height: 0.65 in. 1.65 cm

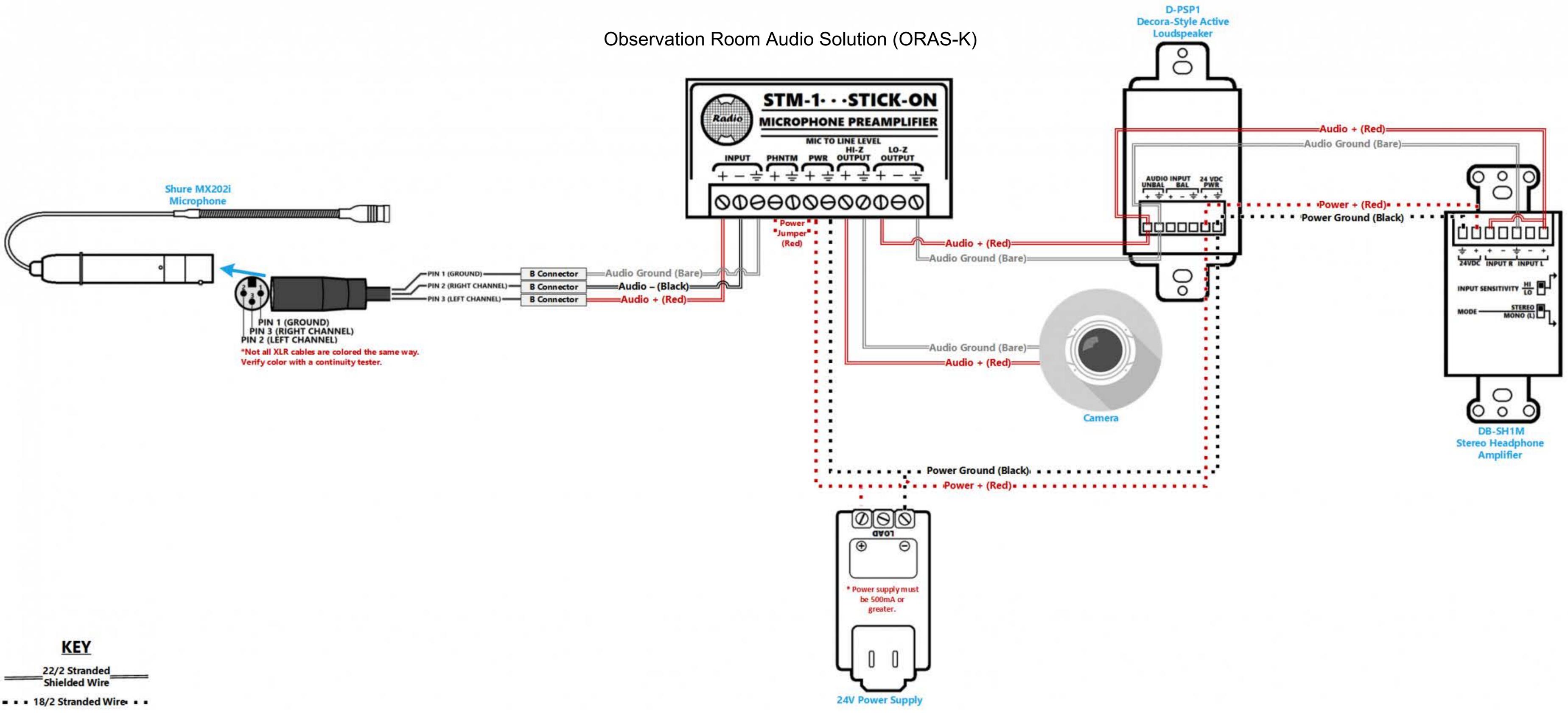
VALT Privacy & Record Buttons

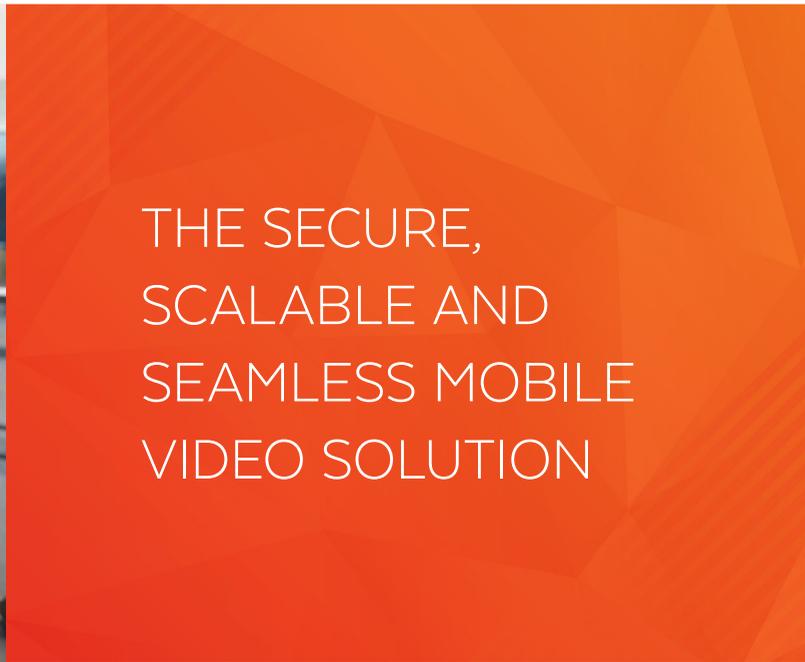
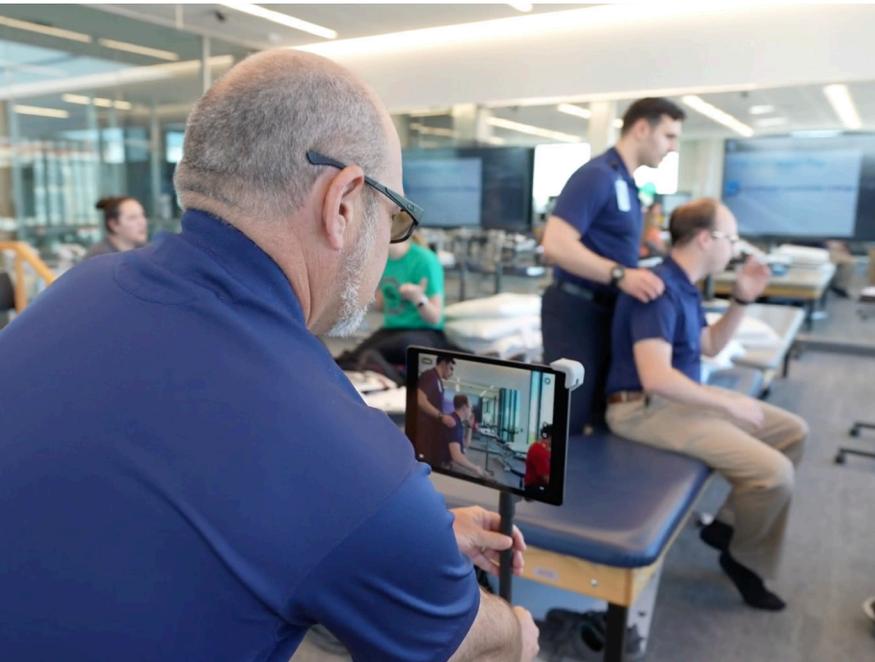
Start/stop capability in or near the room and enable privacy mode to restrict access to live view or record video

- Single gang wall plate
- Push button
- LED indicator
- Light = recording in progress
- Red or Blue record button option
- Green = privacy enabled
- Dark = privacy disabled



Observation Room Audio Solution (ORAS-K)





Secure video in the three places you need it most: Here, there and everywhere.

You already know video recording helps achieve your goals. You may even use an iOS device to capture video in the field. BEAM, our mobile application, works with the VALT server to turn your iOS device into a video capture solution that is more secure, scalable, and effective. Users capture video anywhere and video assets are Beamed directly to VALT with descriptive metadata, enabling your organization to maintain security compliance standards and build a robust, powerful video database.

APPLICATIONS



CLINICAL SKILLS

Off-site treatment sessions,
Video self modeling



SIMULATION

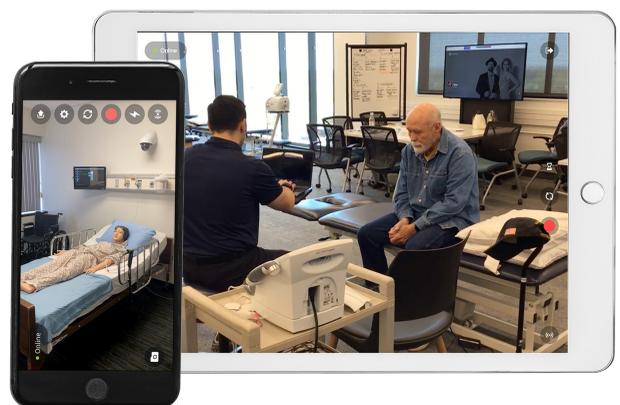
Real-world scenarios,
Practitioner point of view

EDUCATION AND TRAINING

Student teaching/practice, On-site
safety/procedures

INTERVIEWS

Field interviewing, HR documentation



LEARN MORE



“ON THE GO. AS THINGS HAPPEN. BEAM MAKES THE SECURE RECORDING AND MANAGING OF VIDEO CONTENT EASIER THAN EVER.”

FEATURES

- Available for iPad, iPad mini and iPhone via App Store
- Stream live video directly to VALT for on-premise wireless AV
- Record off-site/in offline mode
- Auto-upload video securely to VALT server
- HD video via front (720p) or back (1080p) camera
- Review stored videos
- Manage stored videos
- User authentication/sync via VALT server
- Custom data capture fields via VALT server
- Automate mobile video management

WHY CHOOSE BEAM?



SECURITY AND MANAGEMENT

Capturing video is easy. Managing all that data is complex. Beam works exclusively with authorized users from the IVS VALT server so all security, metadata and permissions follow the video asset.



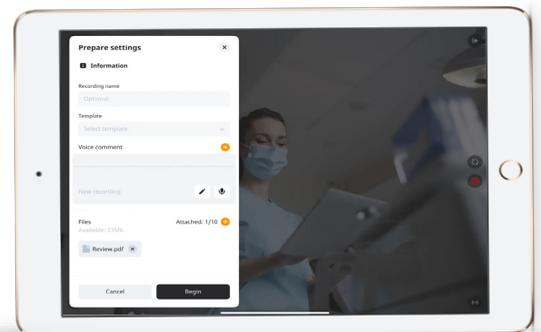
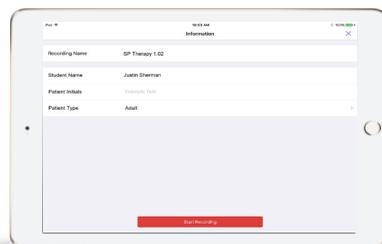
TRUE HD MOBILITY

Long battery life with front/back camera options make a Beam iOS device a truly flexible, mobile HD video recording platform.



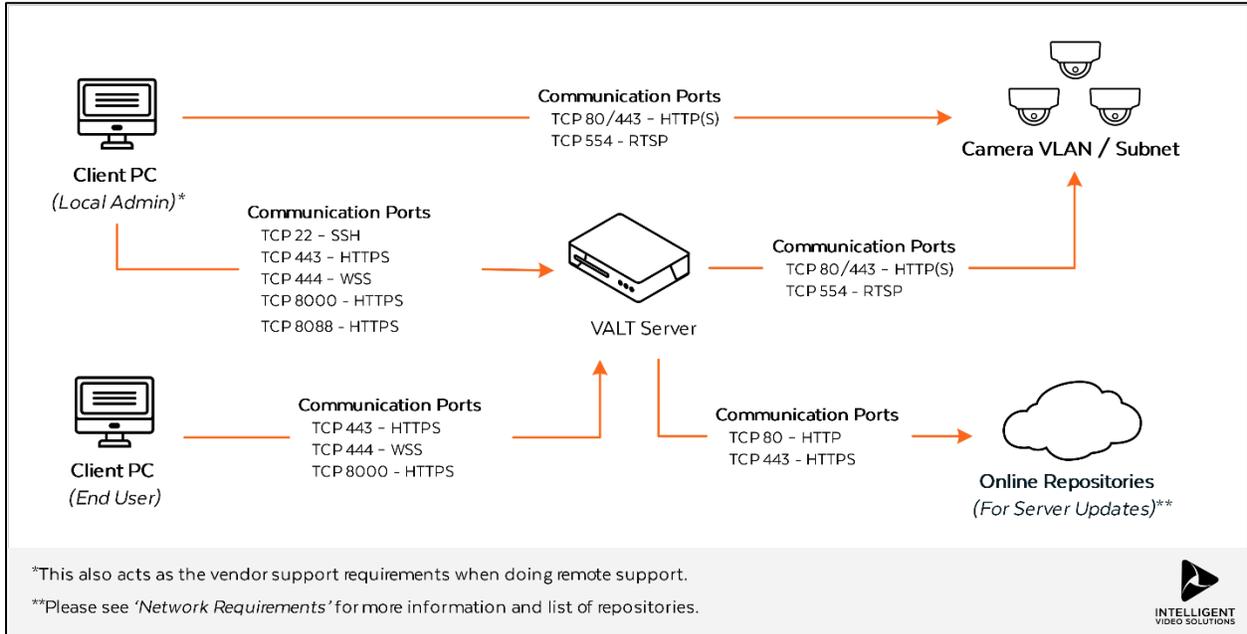
APPLICATION SPECIFIC ACCESSORIES

While iOS devices can effectively record video on their own, IVS creates custom 'kits' that include accessories to meet any AV recording challenge.

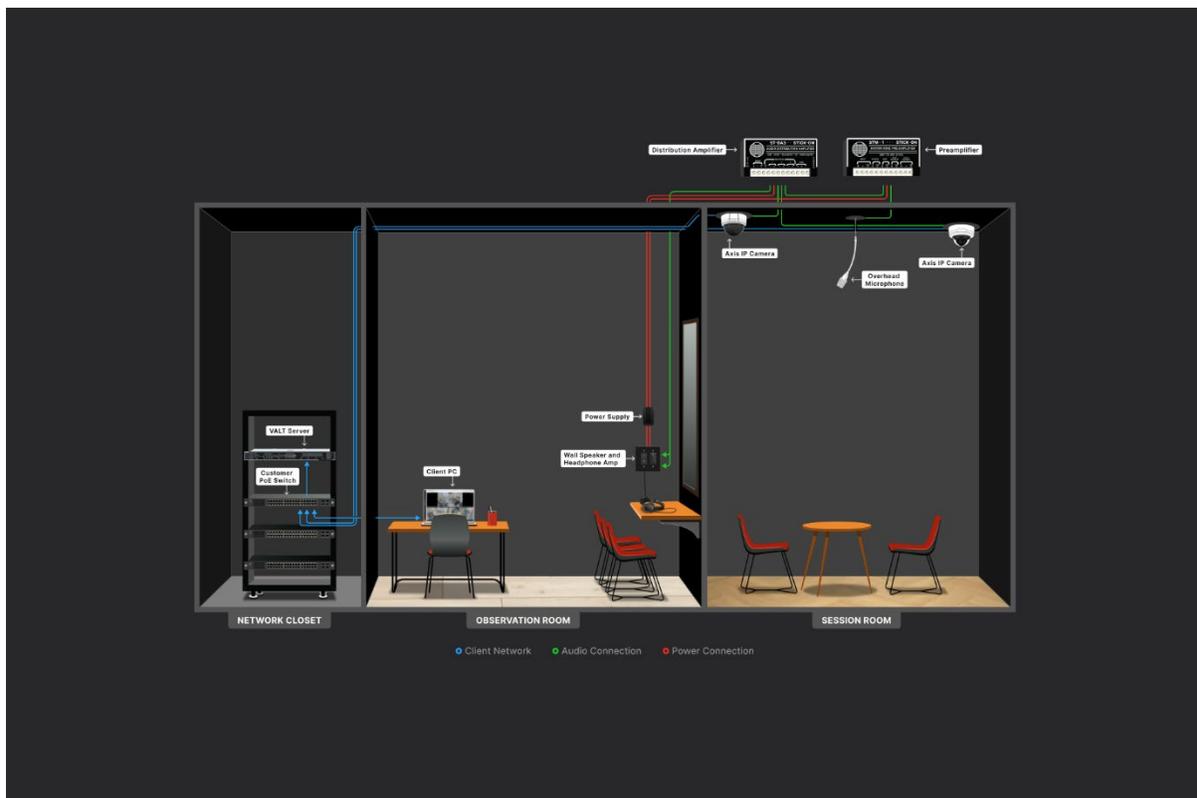


v. **Diagram of Design**

Network Architecture



Sample Room Design



vi. Equipment Listing

Please see quote name **2602111031JR** on page 47 for a complete equipment list.

vii. Permits

Not applicable.

viii. Training

VALT is easy to use, and users are trained in their actual VALT system, so training typically takes no more than 60 minutes for trainees (technical, admin, first-time adopters, etc.) to become proficient and operate independently in the system.

Training is led by an IVS technician onsite at the conclusion of the scheduled installation week. The Township may determine the number of participants who attend onsite training. IVS customers typically choose one of the following training options:

- Option A: Hold one training session for one designee that will then train their organization (we call it “Train the Trainer”)
- Option B: Hold two training sessions for users and administrators: End user training will entail operational usage and take about 60 minutes. Administrator training will cover configuration of management and software functionality and take about 60 minutes.

If remote training is needed after onsite training, such as for a new employee or scheduled refresher training, remote training can be provided when requested by the Township with IVS technical support or the Township’s assigned IVS Regional Representative remotely via web-meeting. Remote training is covered by an active Software Support Agreement.

In addition to remote training, the Township has access to an online library of training videos and documentation resources that are kept up to date in the IVS wiki, including a User and Admin Manual at https://ipivs.info/wiki/index.php/VALT_Manual. The IVS wiki is easily accessible from the Help section of VALT user interface. The user manual may also be easily printed from the IVS Wiki link if a physical copy is needed. The online training content accessible via the VALT user interface is an available “quick start” resource for the Township’s internship students.

ix. Service Call Information

If remote diagnostics by the IVS support technicians determine a service call is required, our support team will request a quote for a service call from the regional account management team. Your account



Maine Township
Clinical Observation and Recording System

management team will provide the Township with the quote for service to sign or provide a Purchase Order(PO). A service call may provide the following:

- Provide onsite troubleshooting for audio wiring.
- Testing, configuration, and troubleshooting of advanced audio solutions purchased from IVS.
- Replacement and configuration of equipment purchased from IVS.

x. Warranty

Remainder of page intentionally left blank

Hardware Warranty Statement

Overview

IVS provides a standard warranty on all hardware sold and warranty on all labor including wiring. This includes but is not limited to IVS supported products that are listed below. For any warranty replacement IVS reserves the right to replace a part or device with a comparable or refurbished model.

- *All servers carry a depot repair / component replacement warranty.*
- *All cameras carry a depot repair /replacement warranty.*
- *All audio equipment carries a depot repair / replacement warranty.*
- *All IVS accessories carry a depot repair / replacement.*
- *All wiring and installation labor carries a 90-day on-site warranty.*

IVS will make a best effort to validate warranty coverage of requested equipment repair by referencing the equipment serial number with the purchase date of the equipment. If IVS is unable to obtain warranty verification and you believe the equipment should be covered you may need to provide proof of purchase. All items returned must have a valid RMA number written on the box. An RMA number will only be provided after remote diagnostics are performed by an IVS technician. Items received without a valid RMA number may be returned to Customer at Customers expense.

Optional On-Site Service Agreement

An on-site service agreement may be purchased from IVS at an additional cost. This will appear as a separate line item on the initial invoice as well as each yearly renewal invoice. If this service is purchased the component warranty changes from the above to the following:

- *All servers carry a 90-day replacement*
- *All servers carry an on-site warranty.*
- *All cameras carry an on-site warranty.*
- *All audio equipment carries an on-site warranty.*
- *All IVS accessories carry an on-site warranty.*
- *All wiring and installation labor carries an on-site warranty.*

On-site services are provided only after remote diagnostics are and a IVS technician determines that onsite services are required to correct the issue.

Term

Warranty is included for all components from the date of invoice for a 5-year period. After the 5-year period components will be replaced and the material cost of the component will be billed to the customer. If the customer chooses to not renew the yearly SSA all hardware will revert to OEM manufacturer warranty and the customer will need to work directly with the component

manufacturers to obtain any related warranty services. IVS does not provide warranty services for products not provided by IVS.

Warranty Exclusions

IVS does not proactively monitor the health of customer systems. Any issues or concerns must be reported by the customer using the methods described in the “Obtaining Warranty Service” section below. The delivery of any warranty service provided by IVS does not cover problems attributed to the following:

- *Accident*
- *Abuse or misuse*
- *Problems with electrical power*
- *Servicing by unauthorized party*
- *Equipment not supplied by IVS*
- *Usage not in accordance with instructions*
- *3rd party software or operating systems*
- *Failure to perform preventative maintenance*
- *Customer related network issues*
- *Inadequate end user training or skills*
- *Physical damage caused by customer or 3rd party*
- *User data loss*
- *Acts of God or nature*
- *Damage incurred during shipping*

Obtaining Warranty Service

To request warranty services please contact Intelligent Video Solutions (IVS) by phone: 262-746-9290 #2 (monitored 7 am - 7 pm M-F CST) by email: support@ipivs.com (monitored 7 am - 7 pm M-F CST) or using our support booking calendar: <https://ipivs.com/book>. Prior to sending a system in for service you should back up any data on the hard drives you wish to maintain. Any removable media should be removed from the system or device (do not remove the license key). If you are sending a system in for depot repair do not include any accessories with the system. IVS will not accept any liability for lost customer data or software. Any cost associated with lost data or reconstructing data stored on removable media will not be covered under this warranty.

Warranty Disclaimers

IVS makes no express or implied warranties beyond those stated in the warranty section. IVS disclaims all other warranties, express or implied, including without limitation implied warranties of merchantability and fitness for a particular purpose. Some states do not allow limitations on implied warranties. IVS’s responsibility for malfunctions and defects in hardware is limited to repair and replacement set forth in this warranty statement. IVS does not accept liability beyond the remedies set forth in this warranty statement or liability for incidental or consequential damages, including without limitation any liability for products not being available for use, additional customer time or labor associated with service, or for lost data or software.

6. Pricing

i. Specify all expenses in the estimation of cost

Please see quote **2602111031JR** on page 47.

ii. Describe the scope of services it entails and any services which would not be covered or which would be provided for an additional charge

Please see the line-item descriptions included in quote **2602111031JR** on page 47.

iii. Itemized list of cost for project including all hardware, software, software subscriptions, installation fee, shipping, vehicle charge and any other costs associated with project

Please see quote **2602111031JR** on page 47.

iv. Warranty and additional warranty options

Please see the **Hardware Warranty Statement** on page 44.

v. Service Calls

If remote diagnostics by the IVS support technicians determine a service call is required, our support team will request a quote for a service call from the regional account management team. Your account management team will provide the Township with the quote for service to sign or provide a Purchase Order(PO). A service call may provide the following:

- Provide onsite troubleshooting for audio wiring.
- Testing, configuration, and troubleshooting of advanced audio solutions purchased from IVS.
- Replacement and configuration of equipment purchased from IVS.

Intelligent Video Solutions

N53 W24747 S. Corporate Circle

Sussex WI, 53089-0330

Phone: (855) 229-9699

Email: sales@ipivs.com

**SALES QUOTE****ADDRESS**

1700 Ballard Road
Park Ridge, IL 60068
US

SHIP TO

1700 Ballard Road
Park Ridge, IL 60068
US

Quote Name	Created Date	Expiration Date
2602111031JR	Feb, 11 2026	May, 29 2026

Terms
Please visit: https://ipivs.com/support-information/#terms

Description	Quantity	Unit price	Total
Richard Lyon - Maine Township			
Small Child Therapy Space			
10149 T1A2S-K	1	\$5,035.00	\$5,035.00
The T1A2S is a small form factor chassis featuring a single Intel Core Ultra 5 235 CPU, 14 (6P 8E) cores, and 16GB DDR5 of memory for up to 5 1080p cameras offering 1,000 hours of video storage.			
Includes the VALT software base license.			
Requires duplex power outlet; UPS (IVS best practice recommendation); one network connection, connected directly to the customer-provided PoE switch.			
90010 SSA	1	\$1,350.00	\$1,350.00
Warranty Support & Maintenance yearly contract			
See More			
Session Room	1		
Wall mounted Cameras and Mic. No access above board ceilings.			
(Room Build: Sheetrock/Hard Ceilings)			
19033 P3275-K	1	\$880.00	\$880.00
AXIS P3275-LV 2MP Indoor IP Dome Camera, 3.4-8.9mm Varifocal Lens. Includes AXIS T6101 Audio Module for dual Accessory support and Audio output to an in-room talkback system.			
19034 P3275-K	1	\$705.00	\$705.00
AXIS P3275-LV 2MP Indoor IP Dome Camera, 3.4-9.8mm Varifocal Lens			
53011 VALT1E	2	\$3,000.00	\$6,000.00
VALT Enterprise Camera License			
39003 WAMIC-K	1	\$280.00	\$280.00
Vandal Proof Wall Microphone & Mount Kit - Provides audio for up to 2 IP cameras			
See More			
39006 STDA3-K	1	\$315.00	\$315.00
3 Channel Audio Distribution Amp & 24VDC Power Supply for Sharing a Single Audio Source with up to 3 Cameras			
See More			
54007 VALTBPS-K	1	\$300.00	\$300.00
Combination Privacy Button and Start/Stop Button			
See More			
Room Total:			\$8,480.00
Observation Room			
Live observation audio with one-way glass			
(Room Build: Sheetrock/Hard Ceilings)			
39060 ORAS-K	1	\$705.00	\$705.00
One wall speaker with volume control and one headphone jack with volume control; used for live audio when one way glass is used for live observation. Includes a 24 VDC power supply and wall mount kit.			
Requires standard duplex power outlet near where the device will be located.			
End user headphones to be sourced by customer.			
See More			
Room Total:			\$705.00
BEAM License for Mobile Recording			

Description	Quantity	Unit price	Total
53011 VALT1E VALT Enterprise BEAM License - mobile recording on an ios device, such as an iPad or iPhone	1	\$3,000.00	\$3,000.00
Professional Services Includes installation, system configuration, training, travel and support.	1		
95012 SUBLAB Subcontracted Labor	1	\$3,816.00	\$3,816.00
95013 SUPVIS IVS Engineer provided to oversee installation and provide guidance to customer/integrator provided labor for up to one week.	1	\$954.00	\$954.00
95203 PROJM Project Management Services For VALT Deployment	1	\$540.00	\$540.00
96010 MCABL Combined cost of all low voltage power and audio cabling for the project. Does not include network cabling.	1	\$60.00	\$60.00
95101 OCONF On Site Configuration Services of VALT Appliance(s) - Software & Axis Cameras See More	1	\$420.00	\$420.00
95201 ONTNG On Site Training of VALT Software for users and administrators	1	\$500.00	\$500.00
95400 TRAVL Travel Expenses	1	\$1,800.00	\$1,800.00
96014 SHIPPING & LOGISTICS Shipping and Logistics	1	\$246.60	\$246.60

Estimate does not include any applicable sales tax that may be due.

Subtotal	\$26,906.60
Total (USD)	\$26,906.60

Pricing

Thank you for the opportunity to serve you! Pricing is valid through the expiration date specified above. Changes to the quantities or items listed will require a revised quotation and may affect the final price. The pricing in this quote shall be adjusted in the case of unknown customer requirements such as removal of old equipment, local code mandates, performance bond or prevailing wage demands.

Shipping

IVS will ship quoted product upon receipt of purchase order as available unless directed otherwise. Please note if the customer requests the equipment ship 180 days or more from the date the Purchase Order received, the customer will be invoiced a 5% holding fee at 180 days.

Warranty and Support

Intelligent Video Solutions provides comprehensive warranty and software support for all products that we provide. For specific details on warranty, support, service level agreement and end user software license agreement please visit the following link on the IVS website: <https://ipivs.com/support-information/>

Project Plan and Timeline

Intelligent Video Solutions and Customer will agree to a Project Plan and Timeline within 30 days after receipt of a purchase order. Any subsequent changes to the Project Plan may result in Change Orders and additional charges or credits. Once a Project Plan is agreed upon by Intelligent Video Solutions and the Customer, subsequent project milestone delays by the Customer may result in additional charges or overall project delays.

Customer is responsible for validating that any equipment quoted will operate within their infrastructure and policies. This includes server type, network switches, network drops, power, etc. Unless quoted, all network cabling required for project is the responsibility of the customer.

Valid Reasons for a Return

We strive to exceed the expectations of our customers, and we understand sometimes changes need to be made that necessitate a return.

- Order cancellation
- Changes made to an order after shipment
- Defective equipment
- The solution does not meet the customer's expectations

Hardware

Standard hardware may be returned within sixty (60) days of receipt by the customer if it is in new and resalable condition. The hardware must include the original packaging. Hardware returns are subject to a fifteen (15) percent restocking fee. Defective equipment is not subject to a restocking fee. Custom-ordered hardware may not be returned.

Licenses

Description	Quantity	Unit price	Total
-------------	----------	------------	-------

Prior to installation and start of the Software Support Agreement, licenses may be returned for a full refund. After installation and start of the Software Support Agreement, licenses may only be returned if the solution does not meet the customer's expectations, and the issue is unable to be resolved by the IVS support team. Any such return requests must be made within ninety (90) days of the installation and start of the Software Support Agreement.

Professional Services

Professional services are not eligible for a refund after the services have been completed.

Thank you for purchasing VALT from Intelligent Video Solutions.

Proposal for Clinical Observation and Recording System

Maine Township Youth & Family Services

Submitted By:

WSI Technologies

Solution:

iRecord Recording System

Submission Date:

3/18/26

Prepared For:

Maine Township

Youth and Family Services

Table of Contents

1. Executive Summary
2. WSI Technologies Overview
3. Project and Installation Plan
4. Project Team
5. Product Information
6. System Design Diagram
7. Equipment Listing
8. Permits and Compliance
9. Training
10. Service and Support
11. Warranty

1. Executive Summary

WSI Technologies is pleased to submit this proposal to Maine Township Youth and Family Services for the implementation of a **Clinical Observation and Recording System** designed to support forensic interviews, counseling sessions, and supervised observation.

The proposed solution utilizes the **iRecord digital recording platform**, a purpose-built system used nationwide by child advocacy centers, law enforcement agencies, and social service organizations to securely capture, store, and manage interview recordings.

The system provides:

- High-definition video recording
- Professional audio capture
- Synchronized audio and video recordings
- Secure storage and controlled access
- Export capability for documentation and evidentiary use

WSI Technologies will provide a **turnkey solution**, including system design, equipment installation, configuration, testing, training, and ongoing technical support.

The proposed system is designed to provide Maine Township with a **reliable, easy-to-use, and secure recording platform** that supports professional documentation of interviews while maintaining strict access controls.

2.) Company Overview

WSI Technologies

WSI Technologies is a leading provider of public safety recording, evidence management, and communication solutions serving law enforcement agencies, 911 centers, and government organizations across the United States. The company specializes in the design, implementation, and support of mission-critical systems, including digital interview room recording, radio and telephony recording, and cloud-based evidence management platforms.

Company History and Experience

WSI Technologies has been in business for over 45 years and has established a strong reputation for delivering reliable, scalable solutions tailored to the needs of public safety agencies since 1977. The company has successfully deployed systems for a wide range of clients, including:

- Police departments

- Sheriff's offices
- 911 dispatch centers (PSAPs)
- Prosecutor's offices
- Child advocacy centers
- Municipal and county government agencies

WSI Technologies is an authorized partner and integrator of industry-leading platforms, including solutions from NICE, and has extensive experience implementing both on-premise and cloud-based recording systems.

Organization and Staffing:

WSI Technologies maintains a structured organization consisting of:

- Project Managers responsible for project coordination and client communication
- Solutions Engineers responsible for system design and technical architecture
- Field Technicians responsible for installation and system deployment
- Technical Support Specialists providing ongoing system support and maintenance

This team-based approach ensures that each project is delivered efficiently and meets the operational requirements of the client.

Scope of Services:

WSI Technologies provides comprehensive, end-to-end services, including:

- System design and consultation
- Equipment procurement and configuration
- On-site installation and integration
- System testing and commissioning
- End-user and administrative training
- Ongoing maintenance and technical support

These services are designed to ensure seamless implementation and long-term reliability of deployed systems.

Clients and Service Base:

WSI Technologies serves thousands of public sector clients across multiple states. The company's client base primarily consists of law enforcement and public safety organizations, with systems deployed in agencies of varying sizes—from small municipal departments to large county and regional operations.

Here is a list of three iRecord customers in Illinois. All have a similar scope to your project:

1. Sangamon County Child Advocacy Center: Denise Johnson
(denise.johnson@sangamonil.gov)
2. Child Network: Brianne Hetman (bhetman@childnetwork.org)
3. Vermilion County Children's Advocacy Center: Jonathan Munoz
(jmunoz@vercounty.org)

Financial Standing

WSI Technologies maintains a strong financial position and operates as a stable, growth-oriented organization. The company has a proven track record of successfully delivering projects on time and within budget, and it maintains long-term service relationships with its clients through recurring maintenance and support agreements.

Insurance Coverage

WSI Technologies maintains comprehensive insurance coverage consistent with industry standards for technology and public safety system integrators.

Proof of insurance is provided separately.

No subcontractors will be used for this project

3.) Project and Installation Plan

WSI Technologies follows a structured project methodology to ensure successful deployment while minimizing disruption to operations.

Project Initiation

Following project approval:

- A project manager will be assigned
- Implementation scheduling will begin
- System requirements will be confirmed
- A project kickoff meeting may be scheduled with stakeholders

Design Review

During this phase WSI Technologies will:

- Confirm room layouts and system design
- Verify network connectivity requirements
- Finalize camera and microphone placement
- Review installation logistics

Equipment Procurement and Preparation

WSI Technologies will:

- Procure system hardware and components
- Configure the iRecord capture system
- Prepare equipment for deployment

On-Site Installation

Installation activities include:

- Installation of HD cameras in interview rooms
- Installation of microphones for audio capture
- Installation of the iRecord capture system
- Network switch installation and connectivity
- Cabling and system integration

System Configuration and Testing

Following installation the system will be configured and tested to ensure:

- Video capture functionality
- Audio capture clarity
- Synchronization of audio and video
- Recording storage functionality
- User access configuration

User Acceptance Testing

Township personnel will verify system operation and confirm the solution meets operational requirements.

Training and System Activation

Training will be provided to staff and the system will be placed into operational use.

Typical implementation timeline is **45–90 days from project approval**, depending on equipment delivery schedules and site coordination.

3. Project Team

WSI Technologies assigns experienced personnel to each project to ensure a smooth and successful implementation.

Project Manager: Patrick VanMeter

The Project Manager serves as the primary point of contact and oversees all aspects of project execution.

Responsibilities include:

- Project scheduling
- Coordination with township staff
- Oversight of installation activities
- Communication of project status

Solutions Engineer: Jim Cline

The Solutions Engineer provides technical oversight and ensures the system design meets operational requirements.

Responsibilities include:

- System design validation
- Technical configuration
- Troubleshooting and support

Field Technician: Keith Leuchter

Field technicians perform on-site installation and system deployment.

Responsibilities include:

- Equipment installation
- Cabling and connectivity
- System testing

Technical Support Team: Erik Thomas

The WSI Technologies support team provides post-installation assistance and technical support.

4. Product Information

The proposed solution utilizes the **iRecord Digital Recording System**, designed specifically for forensic interview recording and observation environments.

The platform enables secure recording, management, and retrieval of interview sessions while maintaining strict access control.

Key Features

High-Definition Video Recording

Multiple high-definition cameras capture interviews from different perspectives, providing a comprehensive visual record.

Professional Audio Capture

Interview room microphones capture clear audio to ensure accurate documentation of conversations.

Synchronized Recording

Audio and video recordings are automatically synchronized and stored as a single digital file.

Secure Storage

Recordings are stored within the iRecord system and can be accessed only by authorized users.

Recording Management

Users can:

- Search recordings
- Review interviews
- Manage stored recordings

Export Capability

Authorized users may export recordings for documentation, review, or evidentiary purposes when necessary.

5. System Design Diagram

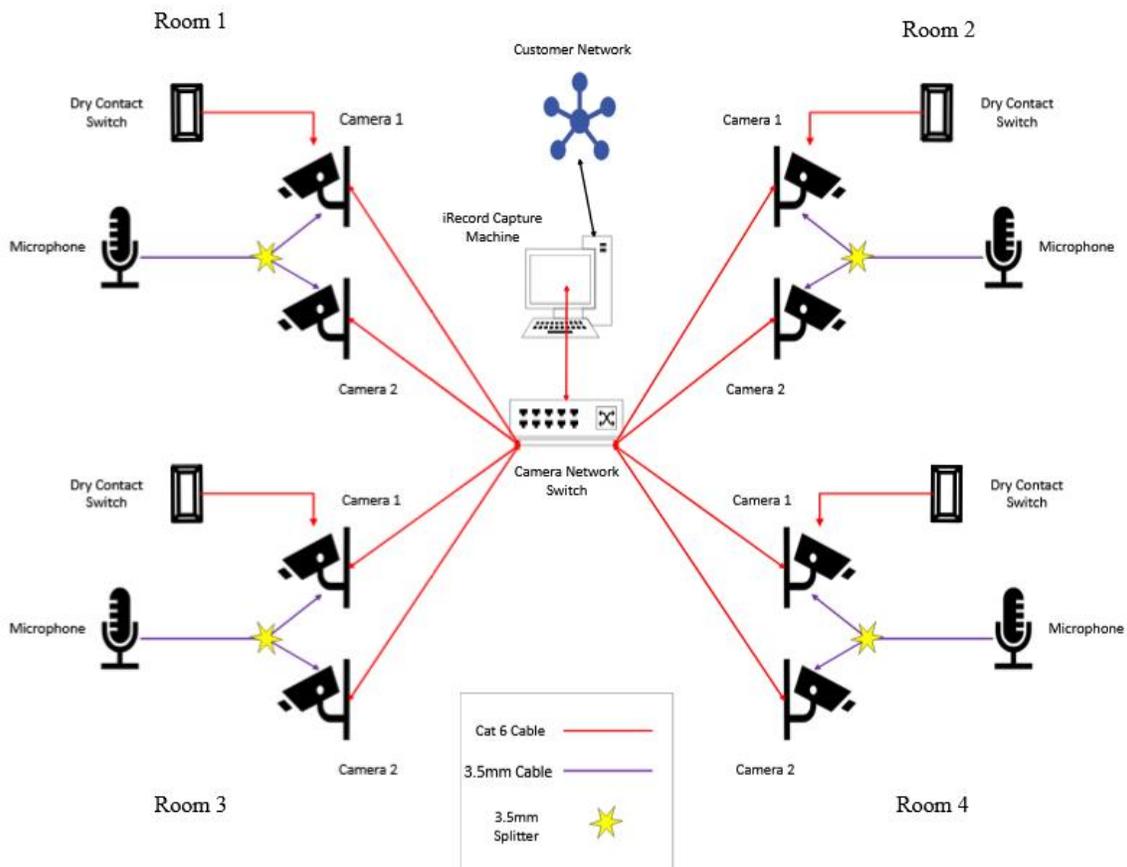
The proposed system architecture includes interview room cameras and microphones connected to the central recording platform.

The design includes:

- Network-connected HD cameras
- Microphones connected to camera audio inputs
- Cameras connected to a dedicated camera network switch
- iRecord capture system connected to the township network

This design ensures reliable recording performance and secure access to recorded interviews.

A detailed system diagram is included with this proposal:



6. Equipment Listing

The proposed system includes the following equipment.

Equipment	Description	Quantity
iRecord Capture Unit	Digital interview recording server	1
Push Button	Start / stop device	2
HD Interview Cameras	High-definition cameras for interview rooms	3
Interview Room Microphones	Professional microphones for audio capture	2
Network Switch	Dedicated camera network switch	1
UPS	Power supply	1
Monitor	Viewing station	1
Speakers	Audio for viewing station	1
Cabling	Network and audio cabling	1

Full equipment specifications and pricing are provided in the accompanying quotation:

QTY		DESCRIPTION	PART #	UNIT PRICE	EXTENDED
WSI TECH N O L O G I E S					
iRecord Digital Video/Audio Recording System for Interviews					
Prepared For: Youth and Family Services at Maine Township			Prepared By: Caden Beckwith		
Proposed Solution: iRecord Universe 2-Room System,3 Cameras 5-YR RTSA			Date: 01-30-2026		
iRecord Software Licenses					
2		iRecord Universe Software - Per Room (5 Year Term)	WSI-IR-Universe-S-Non-Inv	\$5,500.00	\$10,450.00
iRecord Universe Capture Unit					
1		iRecord Universe Capture Unit - Hardware: 1-4 Rooms w/ Secondary Capture Vault (Backup Storage)	IG WSI-IR-Capture-4RM	\$3,425.00	\$3,425.00
iRecord Cameras					
3		Dome - iRecord Capture Camera Kit (Axis)	IG WSI-IR-CAM-DOME	\$1,354.00	\$4,062.00
iRecord Sensors and Microphones					
2		Wallplate - iRecord Microphone Kit	WSI-AX-TU1001-V	\$265.00	\$530.00
iRecord - Accessories					
2		iRecord Universe - Push Button Switch	WSI-SM-SGSPL7-SS	\$99.00	\$198.00
Capture Unit Add-ons					
1		iRecord Camera Network Device - 16 Port	WSI-NG-GS116PP	\$495.00	\$495.00
1		Uninterruptible Power Supply - per Capture Station	WSI-UPS1000	\$455.00	\$455.00
1		22" Capture Station Monitor	WSI-MON22	\$375.00	\$375.00
1		Capture Unit Speakers	WSI-COMPSPKRS	\$59.00	\$59.00
Years Annual Subscriptions and Maintenance					
5		Pre-Paid: Remote Technical Support	M&S - iRecord - Remote	\$2,540.00	\$12,700.00
Installation and Professional Services					
1		On Site Professional Services Includes dedicated project management, part delivery, installation and training. Excludes cable and cable installation	WSI-Inst-On-Site-iRecord	\$4,500.00	\$4,500.00
1		3rd Party Wiring Services	WSI-Inst-Wiring Plus	\$1,150.00	\$1,150.00
1		Services - Travel and Expenses	T&E	\$1,203.00	\$1,203.00
				1st YR Payment	\$29,442.00
				YR 2-5 Payment	\$2,540.00

7. Permits and Compliance

The installation of the proposed system primarily involves **low-voltage equipment installation**, including cameras, microphones, and network cabling.

Typically, these installations **do not require building permits**, as no structural modifications are required.

As for additional compliance:

- Vendor is compliant with the Cook County prevailing Wage Act 820 ILCS 130/4
- Vendor assures compliance to be protected / encrypted both at rest and transit
- System is HIPAA compliant

If permit requirements are identified by local authorities, WSI Technologies will coordinate with Maine Township to ensure compliance with all applicable regulations.

8. Training

WSI Technologies provides comprehensive system training to ensure staff are comfortable operating the system.

Training includes:

End User Training

- Starting and stopping recordings
- Reviewing recorded interviews
- Exporting recordings
- Managing recordings within the system

Administrative Training

- User account management
- System settings
- Storage management

Training is typically delivered during system commissioning and may be conducted **virtually**.

9. Service and Support

WSI Technologies provides ongoing support for the iRecord system.

Support services include:

Technical Support

Customers may contact the WSI Technologies support team for troubleshooting assistance and system questions.

Remote Diagnostics

Many system issues can be resolved remotely through secure support tools.

On-Site Service

If required, a technician can be dispatched to the site to resolve hardware or connectivity issues. Additional rate-sheet is required.

Support Hours

Technical support is available 24 a day.

10. Warranty

The proposed system includes warranty coverage as outlined in the **WSI Technologies Master Services Agreement**.

Warranty coverage includes:

- Manufacturer warranty on hardware components
- Technical support for system software
- Replacement of defective equipment in accordance with warranty terms

Extended service and maintenance agreements may also be available.

*Terms and Conditions of service / support / warranty attached as supplemental documentation.



iRecord Digital Video/Audio Recording System for Interviews

Prepared For: Youth and Family Services at Maine Township

Prepared By: Caden Beckwith

Proposed Solution: iRecord Universe 2-Room System,3 Cameras 1-YR RTSA

Date: 03-17-2026

QTY	DESCRIPTION	PART #	UNIT PRICE	EXTENDED
iRecord Software Licenses				
2	iRecord Universe Software - Per Room (5 Year Term)	WSI-IR-Universe-S-Non-Inv	\$5,500.00	\$10,450.00
iRecord Universe Capture Unit				
1	iRecord Universe Capture Unit - Hardware: 1-4 Rooms w/ Secondary Capture Vault (Backup Storage)	IG WSI-IR-Capture-4RM	\$3,425.00	\$3,425.00
iRecord Cameras				
3	Dome - iRecord Capture Camera Kit (Axis)	IG WSI-IR-CAM-DOME	\$1,354.00	\$4,062.00
iRecord Sensors and Microphones				
2	Wallplate - iRecord Microphone Kit	WSI-AX-TU1001-V	\$265.00	\$530.00
iRecord - Accessories				
2	iRecord Universe - Push Button Switch	WSI-SM-SGSPL7-SS	\$99.00	\$198.00
Capture Unit Add-ons				
1	iRecord Camera Network Device - 16 Port	WSI-NG-GS116PP	\$495.00	\$495.00
1	Uninterruptible Power Supply - per Capture Station	WSI-UPS1000	\$455.00	\$455.00
1	22" Capture Station Monitor	WSI-MON22	\$375.00	\$375.00
1	Capture Unit Speakers	WSI-COMPSPKRS	\$59.00	\$59.00
Years Annual Subscriptions and Maintenance				
1	Pre-Paid: Remote Technical Support	M&S - iRecord - Remote	\$2,800.00	\$2,800.00
Installation and Professional Services				
1	On Site Professional Services Includes dedicated project management, part delivery, installation and training. <i>Excludes cable and cable installation</i>	WSI-Inst-On-Site-iRecord	\$4,500.00	\$4,500.00
1	3rd Party Wiring Services	WSI-Inst-Wiring Plus	\$1,150.00	\$1,150.00
1	Services - Travel and Expenses	T&E	\$1,203.00	\$1,203.00
			System Total	\$29,702.00

Terms and Conditions

This WSI Technologies Order ("Order") is made effective as of the date of Customer's signature below ("Order Effective Date") by and between Valsoft Corporation Inc. DBA WSI Technologies ("WSI") and the Customer identified below ("Customer"). WSI and Customer being sometimes collectively referred to herein as the "Parties," and individually, as a "Party."

- Scope and Applicability.** 1.1 **Hardware and Software.** Customer hereby agrees to purchase from WSI and WSI hereby agrees to, upon the terms and subject to the conditions contained in this order: (a) sell to Customer the room systems, cameras, microphones, accessories and other pieces of hardware identified above (the "Hardware"), and (b) grant to Customer a non-exclusive, non-transferable, fully paid license to access and use the object code of the software packages identified above including any modified, updated or enhanced versions of, or additional modules or content related to such software products (the "Software"). 1.2 **Services.** Customer hereby engages WSI to perform, and WSI hereby accepts such engagement to perform upon the terms and subject to the conditions of this Order, the installation services identified above (the "Installation Services") as well as any services related to the Hardware, Software, or maintenance and support of either, as more precisely identified above (collectively with the Installation Service, the "Services"). 1.3 **Contract Documents.** This Order is expressly governed by the Master Services Agreement (the "MSA"), and as applicable the Standard Scope of Work (the "SOW"), iRecord Nexus Agreement, iRecord Cloud Terms and Veritone Redact Terms (the "Additional Agreement(s)"), which are all incorporated herein by reference. In case of conflict, the Additional Agreement most closely related to the purchased Hardware, Software or Services shall govern with respect to that subject matter. For the purposes of this Order, the Order, MSA, SOW and Additional Agreements shall be collectively referred to as the "Contract Documents." 1.4 **Applicability.** By executing this Order, Customer acknowledges and agrees that the terms and conditions of this Order and the applicable Contract Documents shall govern the relationship between the Parties to the exclusion of all Customer provided terms and conditions. 1.5 **Terms.** The terms for any leased Hardware, Software license grant or support services shall be identified above next to the corresponding item.
- Fees and Payment.** 2.1 **Fees.** Customer agrees to pay the fees associated with the Hardware, Software and Services in the amounts set forth above as well as out-of-pocket expenses incurred by WSI in connection with the performance of its obligations under the Contract Documents (collectively, the "Fees"). 2.2 **Software Licenses Additional Fees.** If Customer's usage of the Software during the applicable period exceeds the usage limits set out in the applicable Order, WSI has the right to do any or all of the following: (i) automatically upgrade Customer's subscription tier for the next renewal License Term in accordance with Customer's actual usage; (ii) invoice Customer on a quarterly basis for the excess usage, which will be the difference between the prorated fees for the Software matching Customer's usage for the quarter and the prorated fees for the Software when used in accordance with the limits; and/or (iii) suspend access to, or cease providing the Software until such time as Customer's Software subscription tier is adjusted for Customer's actual usage. Customer acknowledges and agrees that WSI may monitor Customer's usage of the Software. 2.3 **Taxes.** The Fees are exclusive of taxes, and Customer will pay all taxes, if any, however designated, incurred in connection with, or as a result of, the Agreement or the license and receipt of Services, including state and local excise, sales, and use taxes paid or payable by WSI (except any tax based on WSI's net income). 2.4 **Payment.** Initially Fees shall be due and payable as follows: (i) 50% upon shipment and (ii) 50% upon system Installation. Installation means when the system is accessible and capable of performing according to its intended functionality. After Installation all Fees will be invoiced annually in advance at least sixty (60) days prior to the end of each 12-month period during the License Term, Support Term and/or Hardware Lease Term as applicable. Special payment terms and/or payment arrangements required under local law may be mutually agreed upon in a writing signed by the Parties. 2.5 **Payment Terms.** All Fees will be paid in US Dollars and will be due within thirty (30) days of receipt of the invoice for the same. With respect to any amount remaining unpaid after such 30-day period, in addition to any other rights it may have available, WSI may assess interest at a rate equal to the higher of: (i) one and one-half percent (1.5%) per month; or (ii) the highest rate allowed by law from the date that amount was due until the date of payment. Customer may not withhold or offset Fees for any reason. All Fees are fully earned and non-cancelable and all sums paid are non-refundable. WSI will have the right to increase Fees at renewal of the License Term, Support Term, and Hardware Lease Term, as applicable, and as otherwise set forth in the Contract Documents, including for factors such as computing costs, inflation, fuel costs, supply chain and third-party provider conditions, and Customer's usage history. Customer's obligation to pay amounts under the Contract Documents is absolute and unconditional. Failure to pay any Fees when due may result, at WSI's sole discretion, in suspension or termination of access to the Software, Services, and/or remote connectivity until full payment is received. 2.6 **Termination Fees.** If this Order is terminated, Customer shall pay Fees incurred through the later of: (a) the effective date of such termination, or (b) the date the other Party receives notice of such termination. As to any Fee to be paid by Customer for Installation Services performed by WSI Staff, if this Order is terminated, Customer will pay a reasonable and proportionate share of such Fee as determined by WSI based on Installation Services performed up to the later of the effective date of such termination or the date the other Party receives notice of such termination. If installation is not completed within 365 days of the Order Effective Date due to Customer delay, WSI may re-quote the Order and charge additional fees to complete the work.
- Delivery, Installation and Returns.** 3.1 **Delivery.** Please allow an estimated 60-90 days from the Order Effective Date (or date of first payment when applicable) for delivery. 3.2 **Installation.** Customer will notify WSI when Customer has completed Customer Responsibilities on which Installation Services are dependent. If WSI's technician identifies that Customer has not completed such Customer Responsibilities and as a result the technician cannot perform Installation Services, then the technician will have no obligation to perform the dependent Installation Services, and when Customer has completed the applicable Customer Responsibilities, WSI will deploy a technician to complete the dependent Installation Services and Customer will pay for such technician's work at WSI's then current rates. 3.3 **Returns.** Custom equipment orders may not be returned. Stock merchandise and accessories may be returned if in the original packaging; provided, however, that a restocking fee of not less than twenty-five percent (25%) or such greater restocking fee as determined by WSI's supplier is paid by customer.

4 **Miscellaneous.** 4.1 Counterparts. This Order may be executed in any number of counterparts, each of which will be deemed an original but all of which together will be deemed for all purposes to constitute one and the same instrument. 4.2 E-Signatures. Signatures transmitted and received via facsimile or other electronic means will be treated as original signatures for all purposes of this Order. 4.3 Validity. **This Order is only valid for 30 days** from "prepared by" date first written above.
Please mail acceptance to WSI Technologies, 9045 River Road, Suite 125, FAX to (317) 544-2192 or email to your salesperson.

5 **12 Month Hardware Warranty.**

Customer Signature:		PO#:	
Printed Name:		Date:	
Title:			

iRecord Digital Video/Audio Recording System for Interviews

Prepared For: Youth and Family Services at Maine Township

Prepared By: Caden Beckwith

Proposed Solution: iRecord Universe 2-Room System,3 Cameras 5-YR RTSA

Date: 01-30-2026

QTY	DESCRIPTION	PART #	UNIT PRICE	EXTENDED
iRecord Software Licenses				
2	iRecord Universe Software - Per Room (5 Year Term)	WSI-IR-Universe-S-Non-Inv	\$5,500.00	\$10,450.00
iRecord Universe Capture Unit				
1	iRecord Universe Capture Unit - Hardware: 1-4 Rooms w/ Secondary Capture Vault (Backup Storage)	IG WSI-IR-Capture-4RM	\$3,425.00	\$3,425.00
iRecord Cameras				
3	Dome - iRecord Capture Camera Kit (Axis)	IG WSI-IR-CAM-DOME	\$1,354.00	\$4,062.00
iRecord Sensors and Microphones				
2	Wallplate - iRecord Microphone Kit	WSI-AX-TU1001-V	\$265.00	\$530.00
iRecord - Accessories				
2	iRecord Universe - Push Button Switch	WSI-SM-SGSPL7-SS	\$99.00	\$198.00
Capture Unit Add-ons				
1	iRecord Camera Network Device - 16 Port	WSI-NG-GS116PP	\$495.00	\$495.00
1	Uninterruptible Power Supply - per Capture Station	WSI-UPS1000	\$455.00	\$455.00
1	22" Capture Station Monitor	WSI-MON22	\$375.00	\$375.00
1	Capture Unit Speakers	WSI-COMPSPKRS	\$59.00	\$59.00
Years Annual Subscriptions and Maintenance				
5	Pre-Paid: Remote Technical Support	M&S - iRecord - Remote	\$2,540.00	\$12,700.00
Installation and Professional Services				
1	On Site Professional Services Includes dedicated project management, part delivery, installation and training. <i>Excludes cable and cable installation</i>	WSI-Inst-On-Site-iRecord	\$4,500.00	\$4,500.00
1	3rd Party Wiring Services	WSI-Inst-Wiring Plus	\$1,150.00	\$1,150.00
1	Services - Travel and Expenses	T&E	\$1,203.00	\$1,203.00
			1st YR Payment	\$29,442.00
			YR 2-5 Payment	\$2,540.00

Terms and Conditions

This WSI Technologies Order ("Order") is made effective as of the date of Customer's signature below ("Order Effective Date") by and between Valsoft Corporation Inc. DBA WSI Technologies ("WSI") and the Customer identified below ("Customer"). WSI and Customer being sometimes collectively referred to herein as the "Parties," and individually, as a "Party."

- Scope and Applicability.** 1.1 **Hardware and Software.** Customer hereby agrees to purchase from WSI and WSI hereby agrees to, upon the terms and subject to the conditions contained in this order: (a) sell to Customer the room systems, cameras, microphones, accessories and other pieces of hardware identified above (the "Hardware"), and (b) grant to Customer a non-exclusive, non-transferable, fully paid license to access and use the object code of the software packages identified above including any modified, updated or enhanced versions of, or additional modules or content related to such software products (the "Software"). 1.2 **Services.** Customer hereby engages WSI to perform, and WSI hereby accepts such engagement to perform upon the terms and subject to the conditions of this Order, the installation services identified above (the "Installation Services") as well as any services related to the Hardware, Software, or maintenance and support of either, as more precisely identified above (collectively with the Installation Service, the "Services"). 1.3 **Contract Documents.** This Order is expressly governed by the Master Services Agreement (the "MSA"), and as applicable the Standard Scope of Work (the "SOW"), iRecord Nexus Agreement, iRecord Cloud Terms and Veritone Redact Terms (the "Additional Agreement(s)"), which are all incorporated herein by reference. In case of conflict, the Additional Agreement most closely related to the purchased Hardware, Software or Services shall govern with respect to that subject matter. For the purposes of this Order, the Order, MSA, SOW and Additional Agreements shall be collectively referred to as the "Contract Documents." 1.4 **Applicability.** By executing this Order, Customer acknowledges and agrees that the terms and conditions of this Order and the applicable Contract Documents shall govern the relationship between the Parties to the exclusion of all Customer provided terms and conditions. 1.5 **Terms.** The terms for any leased Hardware, Software license grant or support services shall be identified above next to the corresponding item.
- Fees and Payment.** 2.1 **Fees.** Customer agrees to pay the fees associated with the Hardware, Software and Services in the amounts set forth above as well as out-of-pocket expenses incurred by WSI in connection with the performance of its obligations under the Contract Documents (collectively, the "Fees"). 2.2 **Software Licenses Additional Fees.** If Customer's usage of the Software during the applicable period exceeds the usage limits set out in the applicable Order, WSI has the right to do any or all of the following: (i) automatically upgrade Customer's subscription tier for the next renewal License Term in accordance with Customer's actual usage; (ii) invoice Customer on a quarterly basis for the excess usage, which will be the difference between the prorated fees for the Software matching Customer's usage for the quarter and the prorated fees for the Software when used in accordance with the limits; and/or (iii) suspend access to, or cease providing the Software until such time as Customer's Software subscription tier is adjusted for Customer's actual usage. Customer acknowledges and agrees that WSI may monitor Customer's usage of the Software. 2.3 **Taxes.** The Fees are exclusive of taxes, and Customer will pay all taxes, if any, however designated, incurred in connection with, or as a result of, the Agreement or the license and receipt of Services, including state and local excise, sales, and use taxes paid or payable by WSI (except any tax based on WSI's net income). 2.4 **Payment.** Initially Fees shall be due and payable as follows: (i) 50% upon shipment and (ii) 50% upon system Installation. Installation means when the system is accessible and capable of performing according to its intended functionality. After Installation all Fees will be invoiced annually in advance at least sixty (60) days prior to the end of each 12-month period during the License Term, Support Term and/or Hardware Lease Term as applicable. Special payment terms and/or payment arrangements required under local law may be mutually agreed upon in a writing signed by the Parties. 2.5 **Payment Terms.** All Fees will be paid in US Dollars and will be due within thirty (30) days of receipt of the invoice for the same. With respect to any amount remaining unpaid after such 30-day period, in addition to any other rights it may have available, WSI may assess interest at a rate equal to the higher of: (i) one and one-half percent (1.5%) per month; or (ii) the highest rate allowed by law from the date that amount was due until the date of payment. Customer may not withhold or offset Fees for any reason. All Fees are fully earned and non-cancelable and all sums paid are non-refundable. WSI will have the right to increase Fees at renewal of the License Term, Support Term, and Hardware Lease Term, as applicable, and as otherwise set forth in the Contract Documents, including for factors such as computing costs, inflation, fuel costs, supply chain and third-party provider conditions, and Customer's usage history. Customer's obligation to pay amounts under the Contract Documents is absolute and unconditional. Failure to pay any Fees when due may result, at WSI's sole discretion, in suspension or termination of access to the Software, Services, and/or remote connectivity until full payment is received. 2.6 **Termination Fees.** If this Order is terminated, Customer shall pay Fees incurred through the later of: (a) the effective date of such termination, or (b) the date the other Party receives notice of such termination. As to any Fee to be paid by Customer for Installation Services performed by WSI Staff, if this Order is terminated, Customer will pay a reasonable and proportionate share of such Fee as determined by WSI based on Installation Services performed up to the later of the effective date of such termination or the date the other Party receives notice of such termination. If installation is not completed within 365 days of the Order Effective Date due to Customer delay, WSI may re-quote the Order and charge additional fees to complete the work.
- Delivery, Installation and Returns.** 3.1 **Delivery.** Please allow an estimated 60-90 days from the Order Effective Date (or date of first payment when applicable) for delivery. 3.2 **Installation.** Customer will notify WSI when Customer has completed Customer Responsibilities on which Installation Services are dependent. If WSI's technician identifies that Customer has not completed such Customer Responsibilities and as a result the technician cannot perform Installation Services, then the technician will have no obligation to perform the dependent Installation Services, and when Customer has completed the applicable Customer Responsibilities, WSI will deploy a technician to complete the dependent Installation Services and Customer will pay for such technician's work at WSI's then current rates. 3.3 **Returns.** Custom equipment orders may not be returned. Stock merchandise and accessories may be returned if in the original packaging; provided, however, that a restocking fee of not less than twenty-five percent (25%) or such greater restocking fee as determined by WSI's supplier is paid by customer.

4 **Miscellaneous.** 4.1 Counterparts. This Order may be executed in any number of counterparts, each of which will be deemed an original but all of which together will be deemed for all purposes to constitute one and the same instrument. 4.2 E-Signatures. Signatures transmitted and received via facsimile or other electronic means will be treated as original signatures for all purposes of this Order. 4.3 Validity. **This Order is only valid for 30 days** from "prepared by" date first written above.
Please mail acceptance to WSI Technologies, 9045 River Road, Suite 125, FAX to (317) 544-2192 or email to your salesperson.

5 **12 Month Hardware Warranty.**

Customer Signature:		PO#:	
Printed Name:		Date:	
Title:			

WSI TECHNOLOGIES MASTER SERVICE AGREEMENT

This WSI Technologies Master Service Agreement (the “**Agreement**”) is made as of [____], by and between **Valsoft Corporation Inc. DBA WSI Technologies (“WSI”)**, and the entity making purchases under this Agreement (“**Customer**”). WSI and Customer being sometimes collectively referred to herein as the “**Parties**,” and individually, as a “**Party**.”

The terms and conditions of this Agreement and the related Contract Documents govern any order submitted by Customer and signed by both Parties for the provision and purchase of the Hardware, Software and/or Services (each, an “**Order**”). By executing this Agreement, Customer acknowledges and agrees that the terms and conditions of this Agreement and the applicable Contract Documents shall govern the relationship between the Parties to the exclusion of all Customer provided terms and conditions.

1. **DEFINITIONS.** The following terms are used in the agreement:

- 1.1. “**Affiliate**” means any entity controlling, controlled by, or under common control with the subject Party (with the threshold for control requiring 50% ownership).
- 1.2. “**Authorized User**” means any individual who Customer permits (or whom Customer asks WSI to permit) to access the Services, including users of Third-Party Vendors. The Order may further define and apply additional restrictions and limitations on Authorized Users and Third-Party Vendors.
- 1.3. “**Confidential Information**” means any information or material in tangible or intangible form that: (i) relates to the business or operations of the disclosing Party or is reasonably considered to be confidential, proprietary, or otherwise sensitive to disclosing Party (whether or not it is marked as confidential or proprietary); (ii) the disclosing Party obtains from any third-party and which the disclosing Party treats as confidential or proprietary whether or not owned by the disclosing Party; or (iii) is marked as proprietary or confidential, including the terms of this Agreement.
- 1.4. “**Contract Documents**” means (i) this Agreement, (ii) the Order, (iii) any applicable Services Terms, and (iv) any document expressly incorporated into any of the documents set forth in subsection (i) through (iii).
- 1.5. “**Correction**” means a patch, workaround, or modification addressing the practical impact of an Error.
- 1.6. “**Credentials**” means usernames, passwords, codes, and tokens that WSI may provide to be used by Customer and its Authorized Users to access the Software.
- 1.7. “**Customer Contacts**” means individuals designated by Customer to submit Support Requests.
- 1.8. “**Customer Data**” means any and all data and information, including Subject Data and third-party data, and including text, graphics, photographs, audiovisual elements, music, illustrations, video, or other content provided to WSI by or on behalf of Customer for Processing, and any and all updates or modifications thereto, made by either Customer or WSI.
- 1.9. “**Customer Information Security Incident**” means: (i) loss or unauthorized use of Credentials; and (ii) the unauthorized acquisition, access, or use of the Services, System, or WSI Confidential Information, or any other systems, networks, devices, information, or content of WSI or its third-party providers.
- 1.10. “**Data Subject**” means Authorized Users and each individual in relation to whom the Services are used.
- 1.11. “**Documentation**” means the user documentation and any other operating, training, and reference manuals relating to the use of the Hardware or Software as supplied by WSI to Customer, as well as any derivative works thereof.
- 1.12. “**Error**” means any logic, programming, typographic, or similar error that causes a material failure in Software.
- 1.13. “**Fees**” means the amounts to be paid by Customer for the Services as set out in the applicable Order and all out-of-pocket expenses incurred by WSI in its performance of the agreement.
- 1.14. “**Hardware**” means the hardware and equipment provided by WSI to Customer as set out in the Order.
- 1.15. “**Hardware Lease Term**” means the term of the lease for Leased Hardware as set out in the Order.
- 1.16. “**Hardware Terms**” means the separate terms and conditions applicable to Hardware.
- 1.17. “**Intellectual Property Rights**” means all rights in and to any of the following, however constituted: trade secrets, patents, copyrights, trademarks, service marks, URLs, trade dress, brand features, know-how, moral rights, contract rights, code (executable, source and other), and similar rights of any type under the laws of any applicable governmental authority, or international treaty, including, without limitation, all applications and registrations relating to any of the foregoing.
- 1.18. “**iRecord Cloud Terms**” means the separate terms and conditions applicable to iRecord Cloud Powered by NICE Investigate.
- 1.19. “**Laws**” means all current and future state, local, and federal laws, codes, rules, regulations, orders, or requirements having the effect of law, including those relating to privacy, data privacy, data protection, trans-border data flow, and data security and confidentiality, including relating to biometric data, protected health information, and other sensitive data, and monitoring and personnel privacy, and any and all successor or supplemental laws relating thereto.
- 1.20. “**Nexus Terms**” means the separate terms and conditions applicable to iRecord Nexus.
- 1.21. “**Process**”, “**Processing**”, “**Processed**” means any operation or set of operations which is performed on data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
- 1.22. “**Veritone Redact Terms**” means the separate terms and conditions applicable to Veritone Redact.
- 1.23. “**Representative(s)**” means a Party’s directors, officers, employees, contractors, subcontractors, agents, and other representatives, subject to any limitations set out in the applicable Order.

- 1.24. “**Services**” means, collectively, the Hardware, Software, installation services, Support, WSI Content, and other services identified in an Order to be provided by WSI.
- 1.25. “**Services Terms**” are the iRecord Nexus Terms, iRecord Cloud Terms, and Veritone Redact Terms.
- 1.26. “**Software**” means the object code of the software listed in an Order and any modified, updated, or enhanced versions of, or additional modules related to, such software that WSI provides to Customer either pursuant to the maintenance and support provisions or pursuant to an Order, as well as configurations, modifications and Documentation for such software products or the standard reports or templates withing such software..
- 1.27. “**Subject Data**” means all data, images, photographs, videos, recordings, and other information relating to Data Subjects.
- 1.28. “**Support**” means the support and training services set out in the Order, provided that if Customer has purchased Software Assurance or Support Agreement, then Support means the services provided by WSI under Software Assurance or Support Agreement.
- 1.29. “**Support Request**” means a request submitted by Customer Contacts via email to helpdesk@wsi-tech.com or by phone at 317-544-0499.
- 1.30. “**System**” is the collective reference to the Software, the computer servers owned, leased, or controlled by WSI, and other technology that together comprise the software as a service solution if provided by WSI to Customer.
- 1.31. “**Third-party Items**” means any software, hardware, services, applications, systems, materials, data, information, technology, or any other tool or item proprietary to or provided by, or on behalf of, a third-party.
- 1.32. “**Third-party Terms**” means terms and conditions additional to those set out in the Agreement that apply to Services, including without limitation the iRecord Cloud Terms and the Redact Terms.
- 1.33. “**WSI Content**” means any information, data, materials, software, files, text, graphics, photographs, audiovisual elements, music, illustrations, video, or other content available through the Software or which is otherwise provided by WSI, its Affiliates, or their licensors.

2. **SOFTWARE.**

- 2.1. **License Grant.** Subject to terms and conditions of the Contract Documents, including payment of Fees, WSI grants to Customer, and as applicable, Customer’s Authorized users, a limited, non-exclusive, non-sublicensable, non-transferable license to (i) use the Software locally and (ii) remotely access and use the Software through the System, in each case only during the applicable term set forth in the Order (the “**License Term**”) and solely for Customer’s internal business purposes (the “**License**”). Use of the Software is limited to the locations, number, and type of Authorized Users, license types, permitted purposes, and other limitations set out in the applicable Order. During the License Term, Customer is permitted to make a reasonable number of copies of the Software only for backup, archival, and business continuity purposes. Any other use or distribution of the Software or WSI Content, unless authorized in writing by WSI, is prohibited. For clarity, no perpetual licenses are granted under this Agreement.
- 2.2. **Third-Party Vendors.** WSI acknowledges and agrees that Customer may use certain third-party vendors for purposes of performing Customer’s internal business processes (“**Third-Party Vendors**”). Customer may include within its Authorized Users Third-Party Vendors that are not WSI’s direct competitors, subject to the following conditions: (i) Third-Party Vendors will access and use the Software solely for Customer’s internal business processing services; (ii) Customer will be fully responsible and liable for all acts and omissions of the Third-Party Vendors, including their access to and use of the Services; (iii) Customer will ensure its Third-Party Vendors comply with the terms and conditions of this Agreement, including without limitation, [Section 10](#); (iv) Customer will formally notify WSI of each Third-Party Vendor in advance of any access to or use by the Third-Party Vendor of the Software and will ensure that each such Third-Party Vendor uses its own unique Credentials as detailed in [Section 3.3](#); and (v) upon termination of its relationship with such Third-Party Vendor and/or upon termination of this Agreement, Customer will ensure that all access to the Software by such Third-Party Vendors immediately ceases.
- 2.3. **Use Restrictions.** Unless otherwise expressly authorized in this Agreement or the applicable Order, Customer will not, and will ensure that its Authorized Users will not: (i) modify, adapt, alter, translate, or create derivative works of the Software; (ii) except as reasonably necessary to use the Software as permitted under this Agreement, upload, merge, or host the Software with any other systems or technology (including third-party hosting systems), software, data, or programs without the prior written authorization of WSI; (iii) sublicense, resell, re-distribute, lease, rent, loan, disclose or otherwise transfer the Software (or any part thereof) to any third-party; (iv) reverse engineer, decompile, disassemble, or otherwise attempt to derive the source or object code of the Software (or any part thereof); (v) use the Software (or any part thereof) to provide any facility management, service bureau or similar services to third parties, provide any third-party consulting services, or permit third parties to remotely access and use the Software (or any part thereof); (vi) use the Software (or any part thereof) to develop a product line that is similar to the Software; (vii) create any comparative analyses of the Software (or any part thereof), by itself or relative to other similar technology; (viii) alter, distort, or remove any confidential, proprietary, copyright, trademark, trade secret, or patent legends from any copy of the Software (or any part thereof); (ix) publish or otherwise distribute Credentials other than to Authorized Users; or (x) otherwise use or copy the Software (or any part thereof) except as expressly allowed under this Agreement. Customer will ensure that all Authorized Users comply with this Agreement.
- 2.4. **Updates.** WSI may, but is not obligated to, provide corrections, new versions, and other enhancements, releases, revisions, or modifications to the applicable Software (“**Updates**”, which include derivative works of the foregoing). If WSI makes an Update generally available to its customers at no additional cost during the applicable License Term, then WSI will notify Customer and provide such Update to Customer, unless otherwise set out in the applicable Order. If WSI provides, or makes available, an Update,

Customer must fully implement and use the Update within a reasonable time, not to exceed 180 days from the date of first availability, unless otherwise agreed in writing. WSI disclaims and excludes all liability arising from or relating to the Services with respect to which Customer has not fully implemented, and is not using, any Update provided or made available by WSI. For certainty, WSI has no obligation to provide any Support for Software more than one (1) major release or three (3) minor releases behind the then most current version. **Major Release** means a new **release of Software** supported by Supplier that adds features and functionality improving overall Product performance, efficiency and/or usability, and designated by Supplier as a replacement for a Product. **Minor Release**, or point release, or dot release, is an update to existing software. A minor release is normally intended to fix bugs or so small changes or cleanups to software. **Patch releases** are intended for very small changes or bug fixes that do not disrupt the actual software functionality. Version schematic is as follows X.Y.Z (3.4.3) relates to major.minor.patch.

3. **THIRD-PARTY TERMS.** Customer acknowledges and agrees that additional Third-party Terms may apply to Services, and Customer will comply with such Third-party Terms.

4. **SERVICES.**

4.1. **Support.** Subject to payment of applicable Fees, WSI will provide Support during the License Term set out in the Order. Support includes: (i) remote or onsite technical assistance, (ii) response to Support Requests submitted by Customer Contacts, (iii) undertaking commercially reasonable efforts to resolve technical issues, including Error identification and corrections, (iv) and monitoring of hosted software infrastructure.

4.2. **Support Hours:** Support is provided during WSI's business days and hours, generally Monday through Friday, 8 am-5 pm Eastern time. Support and Holiday schedule can be found on WSI's Website. Extended or 24/7 support can be provided when purchased by Customer.

4.3. **Scope of Support.** Support includes telephone or remote assistance to Customer Contacts regarding the technical operation of Supported Products. Support does not include assistance with interpreting results, strategic planning, or unsupported third-party software.

4.4. **Support Exclusions.** Support does not include issues resulting from: (i) unauthorized actions of Customer or Service Providers, (ii) modified software or hardware (unless by WSI), (iii) unsupported operating environments, (iv) network, infrastructure, or other customer environment issues, (v) failure to install Corrections or Updates, (vi) Non-WSI provided hardware, (vii) and force majeure and other situations outside of WSI's control. Services requested for issues arising from these exclusions or beyond the scope of purchased Support will be billed at WSI's current hourly rates and are not subject to WSI's support SLA.

4.5. **Additional Services.** Unless included in the Order, the following are time-and-material services: (i) annual health checks with executive summary, (ii) strategic technical consultation for business, (iii) additional training, (iv) management or support of third-party applications such as anti-virus software, (v) and OS updates or other system updates.

4.6. **Additional Resources.** Customer will have access to knowledge resources that WSI provides free of additional charge to all customers. Such resources may include technical documents, bulletins, webinars, user guides, and user group contact information.

4.7. **Customer Responsibilities.** Customer will provide reasonable cooperation to WSI in its provision of Support, including making applicable Hardware and Software accessible and available to WSI technicians within the time required by WSI.

5. **HARDWARE.**

5.1. **Hardware.** WSI will provide to Customer the Hardware, which may include either: (i) Hardware leased to Customer for the term identified in the Order ("**Leased Hardware**"); or (ii) Hardware purchased by Customer ("**Purchased Hardware**"). If Hardware is provided, the Hardware Terms will apply. For Leased Hardware, WSI hereby leases to Customer, and Customer hereby leases from WSI, the Leased Hardware for the term set forth in the Order ("**Lease Term**"). For Purchased Hardware, title to the Purchased Hardware (but not to any Software) will transfer to Customer at the time of delivery. The term "Hardware" includes the physical device(s) and the firmware included within the Hardware ("**Firmware**"). No right, title, or interest in the Firmware transfers to Customer, other than the limited right to use the Firmware as necessary to use the Hardware. All Use Restrictions in [Section 2.3](#) apply equally to the Firmware. Firmware and any feature keys are licensed for the corresponding License Term and cease upon its expiration or termination.

5.2. **Replacement Hardware.** If necessary, WSI will replace Hardware with identical or similar Hardware if the Hardware fails to operate in accordance with the manufacturer's specifications and operation instructions during the Warranty Term. Such replacement will be made as soon as practicable after Customer returns the non-conforming Hardware. If Customer has purchased applicable coverage, then Customer will return all non-conforming Hardware at WSI's expense to the destination specified by WSI. If Customer has not purchased applicable coverage, then all returns will be at Customer's expense. If identical Hardware is not commercially reasonably available at the time of replacement, then WSI may use a compatible, alternate part or equipment. If WSI determines, acting reasonably, that Hardware is not commercially reasonably available for repair or replacement then Customer will be required to purchase a replacement part or equipment in order for WSI to perform its obligations.

5.3. **Warranty Term.** The warranty term ("**Warranty Term**") for Hardware is set out in the order. The Warranty Term is measured from the date of delivery. WSI provides no warranty for Third-party Items, items provided by Customer.

5.4. **Warranty Exclusion.** Warranty does not apply in cases of misuse, environmental damage, unauthorized use, security incidents, or power disruptions. WSI disclaims responsibility for electrical or structural work.

5.5. Damage or Loss; Return. Customer is solely responsible for any Hardware that is lost, damaged, or destroyed while in Customer's possession or control. Upon expiration or termination of the applicable Hardware Lease Term, Customer will promptly return all Leased Hardware to WSI at Customer's sole expense and risk of loss. If Customer fails to return the Leased Hardware to WSI within thirty (30) days after any such termination, Customer hereby authorizes WSI to charge Customer for each piece of Leased Hardware not returned at WSI's then-current list prices.

5.6. General Terms. Customer is unconditionally obligated to pay all Fees and any other amounts due under the Agreement even if the Hardware is damaged or destroyed, is defective, or if Customer experiences temporary or permanent loss of use.

6. PROPERTY OWNERSHIP.

6.1. WSI Proprietary Rights. As between the Parties, WSI (or its licensors or providers) will retain ownership of all Intellectual Property Rights in the Services. Customer acknowledges and agrees that WSI may use, without restriction, all suggestions, improvements, and ideas concerning any part of the Services that may be communicated to WSI or its Representatives by Customer, Authorized Users, or Customer's Representatives. Promptly upon becoming aware, Customer agrees to inform WSI of any infringement, misappropriation, or violation of the Agreement with respect to the Services, or the Intellectual Property Rights therein.

6.2. Customer Proprietary Rights. As between the Parties, Customer (or its third-party suppliers) will retain ownership of all Intellectual Property Rights in Customer Data. Without the prior written approval of Customer, WSI will not use Customer Data for any purpose other than that of providing the Services, nor sell, assign, lease, or dispose of Customer Data, except as permitted under this Agreement or as expressly authorized by Customer. Customer accepts sole responsibility for errors in the Services to the extent resulting from inaccurate or incomplete Customer Data. Notwithstanding anything to the contrary herein, WSI has the right to use de-identified Customer Data for quality assurance purposes for improving its products and services.

6.3. Rights Reserved. Except as expressly set forth in this Agreement, no right or implied license or right of any kind is granted to Customer. Nothing in the Agreement confers upon either Party any right to use the other Party's trade names and trademarks except as necessary to exercise a license granted or to perform under the Agreement. All use of such marks, including all goodwill, by either Party will inure to the benefit of the owner of such marks.

7. CUSTOMER OBLIGATIONS

7.1. Customer Obligations. Customer agrees to timely perform all Customer obligations set out in the Agreement and/or as reasonably requested by WSI. Customer shall provide reasonable assistance and cooperation to WSI in its performance of the Services, including without limitation making applicable Hardware and Software accessible and available to WSI technicians within the time required by WSI. WSI will not be in breach of the Agreement if WSI is prevented or delayed in performing as a result of Customer's failure to comply with this [Section 7.1](#). Customer agrees that any such failure may also result in a reasonable adjustment to Fees, including any adjustments as are set out herein or in the Order.

7.2. Data Backup: On-Premises Deployments. For Software installed on Customer-owned infrastructure, Customer is solely responsible for implementing and maintaining appropriate data backup and protection measures. Unless Customer has separately purchased storage or backup services under an applicable Order, WSI shall have no responsibility for data loss, or for the reconstruction, replacement, repair, or re-creation of Customer Data or other systems on-premise.

7.3. Data Backup: WSI-Hosted. Data backup obligations and recovery terms are governed by the applicable solution-specific agreement purchased by Customer.

8. SECURITY AND DATA PRIVACY

8.1. Security. Customer will implement and maintain an up-to-date information security program reasonably designed to provide appropriate administrative, technical, and operational measures to prevent a Customer Information Security Incident. If Customer detects or reasonably suspects a Customer Information Security Incident has occurred or may occur, then Customer will promptly notify WSI thereof within twenty-four (24) hours of learning of such Customer Information Security Incident.

8.2. Subject Data. Customer is solely responsible for ensuring compliance with all applicable Laws regarding Customer Data. This includes, without limitation: (i) providing all legally required and industry-standard notices to Data Subjects; and (ii) obtaining all necessary and best practice consents from Data Subjects. Customer is solely liable for any failure to comply with these obligations.

8.3. WSI Security Commitments. WSI will maintain an information security program that includes administrative, technical, and physical safeguards designed to protect the confidentiality, integrity, and availability of Customer Data in its possession. If WSI detects or reasonably suspects information security incident has occurred, then WSI will promptly notify Customer thereof.

9. FEES AND PAYMENT. Unless otherwise set out in the Order, Fees will be invoiced annually in advance. All Fees will be paid in US Dollars and will be due within thirty (30) days of receipt of the invoice for the same. With respect to any amount remaining unpaid after such 30-day period, in addition to any other rights it may have available, WSI may assess interest at a rate equal to the higher of: (i) one and one-half percent (1.5%) per month; or (ii) the highest rate allowed by law from the date that amount was due until the date of payment. Customer may not withhold or offset Fees for any reason. Fees are exclusive of taxes, and Customer will pay all taxes, if any, however designated, incurred in connection with, or as a result of, the Agreement or the license and receipt of Services, including state and local excise, sales, and use taxes paid or payable by WSI (except any tax based on WSI's net income). All Fees are fully earned and non-cancelable, and sums paid are non-refundable. WSI will have the right to increase Fees at renewal

of the License Term, Support Term, and Hardware Lease Term, as applicable, and as otherwise set forth in the Agreement, including for factors such as computing costs, inflation, fuel costs, supply chain and third-party provider conditions, and Customer's usage history. Customer's obligation to pay amounts under the Agreement is absolute and unconditional. Customer's obligation to pay amounts under the Agreement is absolute and unconditional. Failure to pay any Fees when due may result, at WSI's sole discretion, in suspension or termination of access to the Software, Support Services, and/or remote connectivity until full payment is received.

10. CONFIDENTIAL INFORMATION. Neither Party may use or disclose any Confidential Information of the other Party except in performing its obligations or exercising its rights under the Agreement (the "**Purpose**"). The receiving Party may only disclose Confidential Information of the disclosing Party to its Representatives and professional advisors that have a need to know such information in connection with the Purpose and who are bound by confidentiality obligations with respect to the disclosed Confidential Information no less stringent than those set out in this Agreement ("**Permitted Recipients**"). Customer shall, and shall cause its Permitted Recipients to, keep all Confidential Information in strict confidence and in no event will Customer or any of its Permitted Recipients disclose any Confidential Information of WSI, including the Services, to any third-party. Confidential Information does not include information or material that the receiving Party can demonstrate: (i) was in or enters the public domain (other than as a result of a breach of this Agreement or another obligation to the disclosing Party); (ii) was in the receiving Party's possession prior to its receipt from the disclosing Party without an obligation of confidentiality; (iii) is independently developed by the receiving Party without the use of or reference to the disclosing Party's Confidential Information; or (iv) is obtained by the receiving Party from a third-party under no known obligation of confidentiality to the disclosing Party. If a receiving Party becomes legally compelled to disclose any Confidential Information of the disclosing Party, such receiving Party will, if not prohibited by law, promptly notify the disclosing Party of the same prior to any disclosure so that the disclosing Party may, at its discretion, seek a protective order or other appropriate remedy, or waive compliance with these confidentiality terms. If such protective order or other remedy is not obtained, or if the disclosing Party waives compliance with these confidentiality provisions, then the receiving Party will disclose only that portion of the Confidential Information that it is legally required to be disclosed. The receiving Party acknowledges that disclosure of any Confidential Information or trade secret by it or by any person or entity to whom it discloses the disclosing Party's Confidential Information may give rise to irreparable injury to the disclosing Party or the owner of such information and that such injury will not be adequately compensated for by damages. The disclosing Party is liable for all use of Confidential Information by any person or entity to whom it discloses Confidential Information and for such individual or entity's compliance with this Section 10.

11. WARRANTIES AND DISCLAIMERS

11.1. General Warranty. Each Party represents and warrants that it is not subject to any agreement or obligation that would prevent it from complying with the Agreement. In its performance under the Agreement, WSI warrants that it will comply with applicable Laws. Customer warrants that it will comply with applicable Laws in its use of the Services and provision and use of Customer Data.

11.2. Hardware Warranty. WSI warrants the Hardware as set out in the Hardware Terms.

11.3. Customer Warranty. Customer represents and warrants that it has the right to use Customer Data (including third-party data and Subject Data) with and through the Services and to provide WSI with Customer Data (including third-party data and Subject Data) for use by WSI to perform under the Agreement.

11.4. DISCLAIMER OF WARRANTIES. OTHER THAN AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER WSI, ITS AFFILIATES, LICENSORS OR SUPPLIERS, NOR THEIR SHAREHOLDERS OR REPRESENTATIVES, MAKES ANY EXPRESS OR IMPLIED WARRANTIES, CONDITIONS, OR REPRESENTATIONS TO CUSTOMER, ITS REPRESENTATIVES, OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO THE SERVICES OR THE AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, THE IMPLIED WARRANTY AGAINST INFRINGEMENT, AND THE IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE. WSI DOES NOT WARRANT THAT THE OPERATION OF THE SERVICES, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET THE REQUIREMENTS OF CUSTOMER OR ANY OTHER PERSON OR ENTITY, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT, ALL SERVICES ARE PROVIDED "AS IS". IT IS THE RESPONSIBILITY OF CUSTOMER TO ASCERTAIN THE SUITABILITY OF THE SERVICES, AND ANY PRODUCTS OR RESULTS OF THE USE THEREOF, FOR ITS PURPOSES, AND ALL USE OF THE FOREGOING IS AT CUSTOMER'S SOLE RISK. WSI IS NOT RESPONSIBLE OR LIABLE TO CUSTOMER OR ANY OTHER PERSON OR ENTITY FOR ANY USE OR DISCLOSURE OF CUSTOMER DATA OR ANY PRODUCTS OR RESULTS OBTAINED FROM USE OF THE SERVICES. ALL THIRD-PARTY ITEMS ARE PROVIDED "AS IS" WITHOUT REPRESENTATION OR WARRANTY. CUSTOMER ACKNOWLEDGES THAT IT HAS NOT ENTERED INTO THE AGREEMENT IN RELIANCE UPON ANY WARRANTY OR REPRESENTATION NOT EXPRESSLY CONTAINED IN THIS AGREEMENT. FOR AVOIDANCE OF DOUBT, WSI WILL NOT BE RESPONSIBLE FOR PAYMENT OF ANY FINES OR PENALTIES ASSESSED AGAINST CUSTOMER, ITS AFFILIATES, OR CUSTOMER'S OR ITS AFFILIATES' REPRESENTATIVES BY ANY REGULATORY AUTHORITY FOR FAILURE OF CUSTOMER TO COMPLY WITH APPLICABLE LAWS.

12. INDEMNIFICATION

12.1. General Indemnity. In addition to obligations under Section 12.2 and Section 12.3, each Party (the "**Indemnifying Party**") will indemnify, defend, and hold harmless the other Party, its Affiliates, and the other Party's and its Affiliates' Representatives

(each, an “**Indemnified Party**”) against all third-party liabilities (including losses, damages, expenses and reasonable attorneys’ fees) to the extent arising from any claim brought by an unrelated third-party alleging injury, in whole or in part, resulting from the negligence or willful misconduct of the Indemnifying Party or its Representatives in connection with Services performed by WSI on Customer’s premises.

12.2. WSI Indemnity. WSI will indemnify, defend, and hold Customer harmless from and against any third-party claims, damages, actions, or proceedings that the Software, or Customer’s use thereof as permitted under this Agreement, infringes or misappropriates such third party’s valid U.S. patent, copyright, or trade secret (an “**IP Claim**”). If, in WSI’s reasonable judgment an IP Claim, or threat of an IP Claim, materially interferes with Customer’s use of the subject Software in accordance with the Agreement, WSI will consult with Customer, and WSI will have the option, in WSI’s sole discretion, to: (i) substitute functionally equivalent non-infringing software; (ii) modify the subject Software to make it non-infringing; (iii) obtain for Customer at WSI’s expense the right to continue using the infringing Software; or (iv) if the foregoing (i), (ii), or (iii) are not feasible in WSI’s sole discretion, WSI will notify Customer to cease using the subject Software, and WSI will refund a pro-rata portion of the Fees prepaid for the subject Software for such period of time during which Customer was unable to use the Software as a result of the IP Claim. WSI will have no indemnity obligation for IP Claims resulting or alleged to result from: (v) any Third-Party Items; (vi) any combination, operation, inclusion, or use of any Services with or in any Third-Party Items, except to the extent the IP Claim results from such action expressly permitted in the Documentation, if in WSI’s reasonable judgment the infringement or misappropriation would not have occurred but for such actions and the Third-Party Item; (vii) inclusion of Customer Data or Subject Data within the Software; (viii) any modification of the Software not expressly permitted by this Agreement by a person or entity (including Customer) if such infringement would have been avoided in the absence of such modifications; or (ix) the use of the Software in a manner other than for its intended purposes or contrary to the Documentation or the Agreement. This Section 12.1.2 states WSI’s entire liability and Customer’s sole and exclusive remedy for infringement or misappropriation claims and actions.

12.3. Customer Indemnity. Customer will indemnify, defend, and hold WSI, its Affiliates, and their respective Representatives harmless from and against any third-party claims, damages, actions, or proceedings arising out of any third-party claim (which includes claims by Data Subjects) resulting from: (i) Customer Data; (ii) WSI’s Processing of Subject Data as permitted under the Agreement; (iii) Customer’s failure to comply with Section 8.2; (iv) reliance on or use of any products or results from use of the Services by Customer, its Authorized Users, Third-Party Vendors, or Representatives; (v) Customer’s or Permitted Disclosees’ violation of WSI’s Intellectual Property Rights or other proprietary rights; or (vi) use of Third-Party Items by Customer, Authorized Users, or Representatives in combination with Services except to the extent such use is expressly permitted in the Documentation.

12.4. General. The defense and indemnification obligations set forth in this Section 12 are conditioned upon: (i) the Indemnified Party providing the Indemnifying Party prompt notice of any claim or cause of action upon which the Indemnified Party intends to base a claim of indemnification hereunder; (ii) the Indemnified Party providing reasonable assistance and cooperation to enable the Indemnifying Party to defend the action or claim hereunder, at the Indemnifying Party’s expense; and (iii) the Indemnifying Party having sole control the defense and all related settlement negotiations, provided, however, that the Indemnified Party may, at its own cost, engage its own attorneys. The conditions set forth in this Section 12.4 will not relieve the indemnifying Party from any liability under this Section 12 except to the extent of actual prejudice.

12.5. Settlement of Claims. In connection with any obligation for indemnification under this Agreement the Indemnifying Party (i) may not settle any claim that results in the Indemnified Party’s liability without such Indemnified Party’s prior written consent, and (ii) will reasonably consult with the Indemnified Party during any settlement discussions.

13. LIMITATION OF LIABILITY

13.1. LIMITATION OF REMEDY. EXCEPT TO THE EXTENT PROHIBITED BY LAW, IN NO EVENT WILL WSI OR ITS AFFILIATES OR THEIR RESPECTIVE LICENSORS, SUPPLIERS, SHAREHOLDERS, OR REPRESENTATIVES BE LIABLE TO CUSTOMER, ITS AFFILIATES, REPRESENTATIVES, OR ANY OTHER PERSON OR ENTITY, FOR ANY SPECIAL, INCIDENTAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY, OR PUNITIVE DAMAGES OR LIABILITIES FOR ANY CAUSE WHATSOEVER ARISING OUT OF OR RELATING TO THE AGREEMENT, WHETHER IN CONTRACT OR TORT OR BY WAY OF INDEMNITY OR OTHERWISE, INCLUDING A BREACH THEREOF AND INCLUDING DAMAGES OR LIABILITIES FOR LOST PROFIT, LOST REVENUE, LOSS OF USE, LOSS OF GOODWILL, LOSS OF REPUTATION, REGULATORY FINES, LOSS OF DATA AND COSTS OF RECREATING LOST DATA, AND COST OF ANY SUBSTITUTE EQUIPMENT, SOFTWARE PROGRAM, OR DATA, REGARDLESS OF WHETHER THE POSSIBILITY OF SUCH DAMAGES OR LIABILITIES HAS BEEN COMMUNICATED TO WSI AND REGARDLESS OF WHETHER WSI HAS OR GAINS KNOWLEDGE OF THE EXISTENCE OF SUCH DAMAGES OR LIABILITIES. WSI WILL NOT BE LIABLE FOR ANY DAMAGES WHATSOEVER ARISING FROM CUSTOMER’S RELIANCE ON OR USE OF THE SERVICES, OR ANY PRODUCTS OR RESULTS FROM THE USE THEREOF.

13.2. MAXIMUM LIABILITY. EXCEPT FOR WSI’S INDEMNIFICATION OBLIGATIONS UNDER SECTION 12.2, AND EXCEPT TO THE EXTENT PROHIBITED BY LAW, IN NO EVENT WILL WSI’S AGGREGATE LIABILITY UNDER THE CONTRACT DOCUMENTS FOR ALL CLAIMS AND ANY DAMAGES TO CUSTOMER, ITS AFFILIATES, AUTHORIZED USERS, SUBJECTS, OR ANY OTHER INDIVIDUAL OR ENTITY, REGARDLESS OF THE FORM OF ACTION, WHETHER BASED ON CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, OR OTHERWISE, EVER EXCEED THE ACTUAL FEES RECEIVED BY WSI UNDER THE CONTRACT DOCUMENTS DURING THE TWELVE (12) MONTH PERIOD PRECEDING THE DATE ON WHICH THE FIRST CLAIM AROSE.

14. TERM; TERMINATION

14.1. **Term.** This Agreement will continue until the termination or expiration of the last Order, unless earlier terminated as provided herein. Each License Term, a Support Term, and a Lease Term will automatically renew for additional periods of one (1) year unless either Party provides the other Party with written notice of non-renewal at least forty-five (45) days prior to the end of the applicable term. Fees for renewal terms will be invoiced sixty (60) days prior to the expiration of the License Term, Support Term, or Lease Term, as applicable.

14.2. **Termination for Breach.** If a Party materially breaches any provision of the Agreement and does not substantially cure such default, or commence and diligently pursue a cure, within thirty (30) days after being given written notice specifying the default, the non-defaulting Party may terminate the Agreement. Either Party may terminate this Agreement upon written notice to the other Party if all Orders and Statements of Work have expired or terminated.

14.3. **WSI Suspension and Termination Rights.** In addition to its rights under Section 14.1 (Termination for Breach), WSI has the right to: (i) suspend provision of Services upon a failure by Customer to pay Fees when due; (ii) suspend Customer's access to and use of the System as required by any third-party providing services necessary for WSI to provide the Services; (iii) suspend or terminate Customer's access and use of the Software upon an actual or threatened violation of Section 2.3 (Use Restrictions) or Section 8.2 (Subject Data); (iv) suspend Customer's access to the Software where WSI (or its licensors or suppliers) has a good-faith reason to believe that Customer is using the Software in a manner that may cause immediate and ongoing harm to WSI, its Affiliates, their respective Representatives, or WSI's licensors, suppliers, or any third-party, including actions that violate applicable Laws; and (v) terminate the provision of Software as a service upon termination of WSI's agreement (other than as the result of a default by WSI under such agreement) with any third-party provider providing services necessary for WSI to provide the System. WSI will have no liability for any suspension or termination under this Section 14.3, provided that any such action was made in good faith.

14.4. **Effect of Termination or Expiration.** Upon termination or expiration of the Agreement or any Order, all rights, Services, and licenses granted by WSI will immediately cease, and Customer shall promptly return or destroy all Confidential Information as instructed by WSI. Upon expiration or termination of a License Term, Customer will promptly cease all use, uninstall the Software, destroy any copies, and certify destruction in writing within ten (10) days of expiration or termination.

14.5. **Survival.** Termination or expiration of an Order will not impact the termination or expiration of a separate Order. Termination of an Order or this Agreement will not affect the survival of confidentiality obligations set out in this Agreement, indemnification and limitation of liability terms, Customer's payment obligations, and any other provisions that would be understood to survive a termination or expiration, all of which provisions will survive such termination or expiration.

14.6. Post-Term Deactivation; Certification; Verification:

14.6.1. **Technical Deactivation:** Upon any expiration or termination of the applicable License Term, Support Term, or Hardware Lease Term, or upon any suspension pursuant to Section 14.3, WSI may, without liability, remotely disable, deactivate, or otherwise technically restrict access to the System, Software, Firmware feature keys, and Credentials, and may require Customer to cease all use, uninstall, and destroy the Software. WSI's exercise of such rights will not limit or waive any other remedy available under the Agreement.

14.6.2. **Cessation and Certification.** Within ten (10) days after: (i) expiration or termination of the applicable term, or (ii) WSI's written request following a suspension for non-payment, Customer shall (A) cease all access to and use of the Services and Software, (B) uninstall and destroy all copies of the Software (including backup, archival, and disaster-recovery copies) in Customer's possession or control, and (C) deliver to WSI a written certification of cessation and destruction executed by an officer of Customer attesting to compliance with this Section 14.6.2.

14.6.3. **Limited Verification Right.** In addition to WSI's audit rights under 15.1, and solely to confirm compliance with Section 14.6.2, Customer will provide reasonable cooperation and information requested by WSI (e.g., system inventory reports, screenshots, de-activation logs). Any verification activities will be conducted during normal business hours, upon reasonable advance notice, and will not unreasonably disrupt Customer's operations.

14.6.4. **Reactivation.** If WSI suspends access for non-payment, WSI may condition any reactivation on: (i) receipt of all past-due amounts, (ii) payment of any applicable reinstatement or re-activation fees, and (iii) Customer's implementation of any Updates required by WSI.

15. GENERAL

15.1. **Audits.** WSI has the right to conduct reasonable audits of Customer's business operations to determine Customer's compliance with the Agreement. The Parties will work in good faith to resolve any non-compliance discovered in any such audit. If the Parties cannot reach a resolution and, in WSI's reasonable judgement, the non-compliance is material, WSI may terminate this Agreement and/or suspend the Services.

15.2. **Force Majeure.** Neither Party will be liable to the other for any delay or failure to perform (other than a failure of payment obligations) arising out of causes beyond its reasonable control, including technology interruptions or failures, government action, riots, epidemics, severe weather, acts of the other Party, fire, flood, terrorism, war, acts of the enemy, embargoes, work stoppages, labor disputes, or strikes. A Party will notify the other promptly upon learning of an event that may result in any delay or failure to perform. If a force majeure event occurs and continues to prevent substantial performance by the affected Party for more than sixty (60) days, either Party may terminate the impacted Order upon prior written notice to the other Party.

15.3. **Entire Agreement; Interpretation.** The applicable Contract Documents constitute the entire agreement between the Parties regarding the subject matter hereof and of all Orders and Scopes of Work hereunder, and supersedes all prior agreements,

negotiations, representations, and proposals, written or oral. No modifications, additions, or amendments to the Agreement will be effective unless made in writing and signed by duly authorized representatives of the Parties. As used herein, all references to the plural number will include the singular number and vice versa, and “includes” means “including without limitation”. Unless the context requires otherwise, “will”, “shall”, “will not”, and “shall not” are expressions of command, not merely expressions of future intent or expectation. All references to “days” will mean calendar days, unless stated otherwise.

15.4. **Assignment.** Customer will not assign or otherwise transfer the Agreement or any rights and obligations thereunder (by operation of law or otherwise) in whole or in part, and any such attempted assignment will be void and of no effect. The Agreement will be binding upon and inure to the benefit of the Parties, their legal representatives, and permitted transferees, successors, and assigns.

15.5. **Third-Party Beneficiaries.** Excluding WSI’s suppliers or vendors whose Third-party Terms apply pursuant to Section 3, there are no third-party beneficiaries to the Agreement and, in particular, but without limiting the generality of the foregoing, no Authorized Users (including Third-Party Vendors), Data Subjects, Permitted Recipients, any Customer Affiliate, or Customer’s or its Affiliates’ Representatives, will have any legal rights or entitlements of any kind hereunder under any circumstances.

15.6. **Waiver and Invalidity.** No delay or failure in exercising any right hereunder and no partial or single exercise thereof will be deemed to constitute a waiver of such right or any other rights hereunder. If any provision hereof is declared invalid by a court of competent jurisdiction, such provision will be ineffective only to the extent of such invalidity, so that the remainder of that provision and all remaining provisions of the Agreement will be valid and enforceable to the fullest extent permitted by applicable law.

15.7. **Choice of Law.** The Agreement will be exclusively construed, governed, and enforced in all respects in accordance with the internal laws of the State of Indiana.

15.8. **Export.** Customer will not dispose of any Services, know-how, technical data, documentation, or other materials furnished to it pursuant to the Agreement to any party or in any manner which would constitute a violation of applicable export control laws, including applicable laws of the United States.

15.9. **Notices.** Any and all notices permitted or required to be given hereunder will be deemed duly given upon actual delivery, if delivery is by hand or by reputable express courier. Each such notice must be sent to the respective Party at the address indicated in the Order or such other address of which the other Party is duly notified in accordance with this Section.

Valsoft Corporation Inc. DBA WSI Technologies

Customer: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

This is to certify that the Policy(ies) of insurance listed below ("Policy" or "Policies") have been issued to the Named Insured identified below for the policy period(s) indicated. This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder named below other than those provided by the Policy(ies).

Notwithstanding any requirement, term, or condition of any contract or any other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the Policy(ies) is subject to all the terms, conditions, and exclusions of such Policy(ies). This certificate does not amend, extend, or alter the coverage afforded by the Policy(ies). Limits shown are intended to address contractual obligations of the Named Insured.

Limits may have been reduced since Policy effective date(s) as a result of a claim or claims.

Certificate Holder: Youth and Family Services at Maine Township 1700 Ballard Rd Park Ridge, IL 60068 Attn.: Richard Lyon, rlyon@mainetown.com	Named Insured and Address: Valsoft Corporation Inc. DBA WSI Technologies 9045 River Road Suite 125 Indianapolis, IN 46240
--	--

This certificate is issued regarding:

RFQ Request

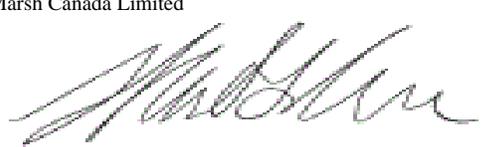
Type(s) of Insurance	Insurer(s)	Policy Number(s)	Effective/Expiry Dates	Sums Insured Or Limits of Liability	
ERRORS & OMISSIONS	AIG Insurance Company of Canada	01-590-26-21	Jun 20, 2025 to Jun 20, 2026	Each Claim and in the Aggregate	USD 5,000,000
CYBER LIABILITY • Insurance afforded by the Policy(ies) stated herein is subject to the limits, Deductibles, Self-Insured Retention(s), exclusions, terms, and conditions of such Policies.	AIG Insurance Company of Canada	01-590-26-21	Jun 20, 2025 to Jun 20, 2026	Each Claim and in the Aggregate	USD 5,000,000
EXCESS CYBER LIABILITY • 1st Excess Liability	Lloyd's Underwriters	B1820LNR25C238	Jun 20, 2025 to Jun 20, 2026	Each Claim and in the Aggregate	USD 5,000,000
EXCESS CYBER LIABILITY • 2nd Excess Liability	Zurich Insurance Company Ltd	8624136	Jun 20, 2025 to Jun 20, 2026	Limit of Liability	USD 5,000,000

Additional Information:

Insurance afforded by the Policy(ies) stated herein is subject to the limits, Deductibles, Self-Insured Retention(s), exclusions, terms, and conditions of such Policies.

Notice of cancellation:

The insurer(s) affording coverage under the policies described herein will not notify the certificate holder named herein of the cancellation of such coverage.

Marsh Canada Limited 1 Place Ville-Marie, Suite 1500 Montreal, QC H3B 2B5 montrealcert@marsh.com	Marsh Canada Limited  By: _____ Jordi Montblanch
--	--



3/24/26

TO: Elected Officials

FROM: Victoria Rizzo, Administrator

SUBJECT: DISCUSSION AND POSSIBLE VOTE TO HIRE TEMPORARY WORKER

To maintain continuity of operations during periods when employees leave and before new hires begin, it may be necessary to hire a temporary worker. For consideration and vote is the hiring of a temporary employee to perform bookkeeping duties until a new hire is established. Rate of pay in range from \$25-40/hour depending on experience.



3/24/26

TO: Elected Officials

FROM: Michael Samaan, Maintenance Director

SUBJECT: DISCUSSION AND POSSIBLE VOTE ON LANDSCAPING AGREEMENT

For discussion and possible vote to approve landscaping agreement for Town Hall.



LANDSCAPING
EXPRESS First, Inc.
FIRST IN HEALTHY & BEAUTIFUL SURROUNDING

Regardless of your landscaping need, I would welcome any opportunity to be of service to you and allowing us a change to simplify your life and beautify your surroundings! Landscaping Express is insured, and estimates are always free and your Satisfaction is guaranteed.

Leonardo Montesinos, Owner (847) 858-3249 landscapingexpressfirstinc@gmail.com

SERVICE TO BE PERFORMANCE AT

Name _____

Street _____

City _____

State & Zip _____

Telephone Number _____

BILLING INFORMATION (if different)

Name _____

Street _____

City _____

State & Zip _____

Telephone Number _____

LANDSCAPING EXPRESS TAKES PRIDE IN HAVING KNOWLEDGEABLE AND CARING EMPLOYEES, OFFERING QUALITY WORKMANSHIP AND MATERIALS, AND PROVIDING YOU WITH AFFORDABLE, RELIABLE SERVICES

Please () the services you would like done

FREE
 First Lawn Mowing

() SPRING START-UP

Get your Lawn and Landscaping care off to a good start.
 Removal of debris in lawn, bushes and around home.
 Power raking and removal of clippings; power edging and cultivating.

\$ 850 one time

() NICE & NEAT April thru November

Weekly Lawn mowing, pick-up and take away all clippings, string trimming and blowing off of sidewalks & driveway.

\$ 290 per week

ADDED SAVINGS

() 5% prepay added savings on NICE AND NEAT
 \$ _____ Payment must be received with signed contract by March 31 st

() GREEN & HEALTHY 5 Applications

Proper and regular fertilizing helps keep your lawn green and healthy, Please note adequate watering is also necessary to maintain the appearance and health of Lawn and landscaping plants

\$ 280 each time

() FIT & TRIM

10% OFF
 2nd Trim if needed

Proper and regular trimming of bushes, shrubs and hedges improves the health and maintains the appearance of plants and foliage. Up to 8" high. Separate pricing for excessive trimming.

\$ 665 each time

() FALL FINALLY

FREE
 Final Short Mowing

Removal of Leaves & debris in lawn, bushes and around home.

\$ 850 one time

ADDED VALUE SERVICE

Receive 5% discount on each added value service.
 Discount only valid if selected on this contract.

SPRING - FALL or BOTH (10% discount)

() AERATING () Spring () Fall () Both \$ 420
 Helps supply oxygen, nutrients and water to lawn each time

() POWER RAKING

\$ _____

Removal of thatch to help keep lawn healthy.

() OVER SEEDING

\$ 250

Thickens lawn Suggested after Aerating and Power Raking.

JULY

() GRUB & INSECT CONTROL

\$ 280

Grubs and insects can destroy entire Lawns and Landscaping costing you much more than the price of one prevention application.

APRIL THRU OCTOBER

() CULTIVATING & WEEDING

\$ _____ each time

Saving you time and effort keeping your garden beds soil loose and weed free.

GUTTER CLEANING

() Spring () Fall.

\$ _____ a cleaning

Please check if you would like a free estimate on the following:

- () RETAINING WALLS
- () SODDING
- () HARDSCAPES
- () TOP SOIL - BLACK DIRT
- () IRRIGATION
- () MULCH- COMPOST
- () COMPUTER LANDSCAPING DESIGN
- () SHRUBBERY, PLANTING, TRANSPLANTING

RESPECTFULLY SUBMITTED BY

Leonardo Montesinos Date 3.02.26
 Leonardo Montesinos, Owner

ACCEPTANCE OF CONTRACT

The prices, specifications and conditions are satisfactory and are hereby accepted and I give you authorization to perform the services as specified.

Date _____
 Please provide your email address: _____

Your email address is for Landscaping Express use only.

CONDITIONS

This Contract may be withdrawn by Landscaping Express if not returned signed within 30 days of the Date above. This contract may be cancelled by either party with a 30-day written notice.

Landscaping Express will furnish the material and perform the Labor in a workmanship manner with payments to be made as follows Contracted clients will be billed monthly. Any account that has not been paid with in 30 days of the billing date shall be considered delinquent and charged 1 1/2 per month service charge. All cost, including attorney's fees, and court cost incurred in collecting overdue accounts shall be borne by the customer. The customer will be charged for the full term on the contract. Prices on services not contracted are subject to charge without notice.

PLEASE MAIL A SIGNED COPY OF THIS CONTRACT TO:

Landscaping Express
 8926 North Greenwood Avenue 129 Niles, IL 60714a

Victor's F Landscaping Inc.
 4907 N Crescent
 Norridge, IL 60706 US
 7084526608
 victor_landscaping@comcast.net



Contract

ADDRESS
MIKE MAINE TOWNSHIP 1700 BALLARD RD PARK RIDGE, IL 60068 US

SHIP TO
MIKE MAINE TOWNSHIP 1700 BALLARD RD PARK RIDGE, IL 60068 US

CONTRACT #	DATE
3697	03/03/2026

SHIP DATE
 03/03/2026

DATE	DESCRIPTION	RATE
	THIS IS A CONTRACT FOR 3 YEARS STARTING APRIL 2026 TO NOVEMBER 30TH 2028. SPRING CLEAN UP IN APRIL (ONE TIME IN APRIL WEATHER PERMITTING)	1,250.00
	WEEKLY LAWN SERVICE (Beginning 1st week of May thru the end of November) This Includes: 1.Weekly Lawn Trimming 2.Weekly Lawn Edging 3.Weekly cleaning of sidewalk area EACH VISIT ONCE A WEEK	350.00
	TRIMMING BUSHES AND EVERGREENS (EACH TIME)	700.00
	CORE AERATION IN (APRIL AND SEPTEMBER) EACH TIME	500.00
	FALL CLEAN UP IN NOVEMBER (ONE VISIT IN NOVEMBER WEATHER PERMITTING)	1,500.00
	TOTAL	\$0.00

Accepted By

Accepted Date

THE ABOVE PRICES ARE SATISFACTORY AND HEREBY ACCEPTED. YOU ARE AUTHORIZING TO DO WORK AS SPECIFIED. SERVICES WILL NOT BE CANCELLED AFTER SIGNING THIS CONTRACT . IF CANCELLED THE WHOLE CONTRACT AMOUNT WILL BE PAID IN FULL.
 (PLEASE SIGN AND RETURN TO US- THANK YOU)



3/24/26

TO: Elected Officials

FROM: Victoria Rizzo, Administrator

SUBJECT: DISCUSSION AND POSSIBLE VOTE TO AMEND THE FUND BALANCE POLICY

For discussion and possible vote to amend the fund balance policy.

Current policy:

In order to maintain adequate funds to meet all necessary expenses of the Township, Township funds, including, but not limited to, general assistance funds and excluding the township's capital fund, should not fall less than 1 times the annual average expenditure of the previous 3 fiscal years.

Proposed Policy:

In order to maintain adequate funds to meet all necessary expenses of the Township, Township funds, including, but not limited to, general assistance funds and excluding the township's capital fund, should not fall less than 75% of the annual average expenditure of the previous 3 fiscal years.

FUND BALANCE POLICY

FOR

MAINE TOWNSHIP

COOK COUNTY, ILLINOIS

I. Purpose

The purpose of the FUND BALANCE POLICY is to set minimum and maximum fund balance levels within which MAINE TOWNSHIP will strive to maintain their balance of funds.

II. Fund Balance Levels

In accordance with state law, 60 ILCS 1/85-65, Township funds, including, but not limited to, general assistance funds and excluding the township's capital fund, shall not exceed an amount equal to or greater than 2.5 times the annual average expenditure of the previous 3 fiscal years.

In order to maintain adequate funds to meet all necessary expenses of the Township, Township funds, including, but not limited to, general assistance funds and excluding the township's capital fund, should not fall less than 75% of the annual average expenditure of the previous 3 fiscal years.

ADOPTED by the Maine Township Supervisor and Board of Trustees this 24th day of March, 2026.

KELLY HORVATH, Trustee

KIMBERLY JONES, Supervisor

JAMES MAHER, Trustee

ASIF MALIK, Trustee

ELIZABETH LYNCH, Trustee

Attest:

PETER GIALAMAS, Clerk

**Maine Township
Annual Town Meeting Agenda
April 14, 2026
1700 Ballard Road
Park Ridge, IL 60068
7:00 p.m.**

- 1. Call meeting to order**
- 2. Pledge of Allegiance**
- 3. Selection of Moderator and Parliamentarian**
- 4. Public Comments**
- 5. Old Business**
 1. Approval of Minutes of the 2025 Annual Town Meeting.
 2. Supervisor's Report and Annual Financial Statement.
 3. Awards Presentation.
- 6. New Business**
 1. Approval of a Resolution Directing and Authorizing the Maine Township Board of Trustees to Purchase the Property Located at 9850 Milwaukee Avenue, Glenview, Illinois, for public purposes.
 2. Sgt. Karen Lader Memorial Good Citizen Award.
 3. Approval of Resolution for Establishment of Date for 2027 Annual Town Meeting.
 4. Approval of Resolution for Compensation of Moderator.
- 7. Adjournment**

MAINE TOWNSHIP CLERK'S SERVICES MONTHLY SUMMARY FOR THE YEAR 2026

SERVICES	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
FOIA Req.	4 <small>4</small>	4 <small>5</small>	0 <small>3</small>	0 <small>16</small>	0 <small>2</small>	0 <small>6</small>	0 <small>4</small>	0 <small>5</small>	0 <small>6</small>	0 <small>5</small>	0 <small>8</small>	0 <small>9</small>	8 <small>73</small>
Garbage Stickers	33 <small>39</small>	0 <small>29</small>	0 <small>30</small>	0 <small>144</small>	0 <small>155</small>	0 <small>113</small>	0 <small>133</small>	0 <small>150</small>	0 <small>77</small>	0 <small>147</small>	0 <small>148</small>	0 <small>59</small>	33 <small>1224</small>
Handicap Placards	4 <small>0</small>	0 <small>0</small>	0 <small>1</small>	0 <small>3</small>	0 <small>3</small>	0 <small>2</small>	0 <small>4</small>	0 <small>3</small>	0 <small>1</small>	0 <small>0</small>	0 <small>2</small>	0 <small>3</small>	4 <small>22</small>
Hunting & Fishing Lic.	1 <small>0</small>	0 <small>0</small>	0 <small>3</small>	0 <small>15</small>	0 <small>7</small>	0 <small>5</small>	0 <small>8</small>	0 <small>5</small>	0 <small>11</small>	0 <small>16</small>	0 <small>2</small>	0 <small>1</small>	1 <small>73</small>
License Plate Stckr	11 <small>13</small>	13 <small>8</small>	0 <small>15</small>	0 <small>15</small>	0 <small>25</small>	0 <small>29</small>	0 <small>25</small>	0 <small>25</small>	0 <small>22</small>	0 <small>20</small>	0 <small>15</small>	0 <small>17</small>	24 <small>229</small>
Maineline Coupons	50 <small>6</small>	40 <small>9</small>	0 <small>10</small>	0 <small>7</small>	0 <small>0</small>	0 <small>0</small>	0 <small>0</small>	0 <small>46</small>	0 <small>0</small>	0 <small>35</small>	0 <small>40</small>	0 <small>20</small>	90 <small>173</small>
Neighbor/Neighbor/	251 <small>240</small>	5 <small>250</small>	0 <small>0</small>	0 <small>2</small>	0 <small>0</small>	0 <small>0</small>	0 <small>0</small>	0 <small>372</small>	0 <small>3</small>	0 <small>0</small>	0 <small>0</small>	0 <small>1</small>	256 <small>868</small>
Notary Public	25 <small>17</small>	11 <small>19</small>	0 <small>37</small>	0 <small>22</small>	0 <small>25</small>	0 <small>36</small>	0 <small>66</small>	0 <small>94</small>	0 <small>23</small>	0 <small>28</small>	0 <small>20</small>	0 <small>16</small>	36 <small>403</small>
Passport Application	167 <small>169</small>	154 <small>168</small>	0 <small>181</small>	0 <small>167</small>	0 <small>164</small>	0 <small>141</small>	0 <small>159</small>	0 <small>136</small>	0 <small>114</small>	0 <small>159</small>	0 <small>111</small>	0 <small>113</small>	321 <small>1782</small>
Passport DS-82 Review	29 <small>0</small>	34 <small>0</small>	0 <small>0</small>	0 <small>36</small>	0 <small>15</small>	0 <small>57</small>	0 <small>31</small>	0 <small>23</small>	0 <small>20</small>	0 <small>26</small>	0 <small>10</small>	0 <small>35</small>	63 <small>253</small>
Phone Calls	386 <small>0</small>	344 <small>0</small>	0 <small>0</small>	0 <small>226</small>	0 <small>232</small>	0 <small>309</small>	0 <small>334</small>	0 <small>307</small>	0 <small>343</small>	0 <small>259</small>	0 <small>219</small>	0 <small>245</small>	730 <small>2474</small>
RTA Passes	8 <small>7</small>	8 <small>16</small>	0 <small>27</small>	0 <small>16</small>	0 <small>22</small>	0 <small>25</small>	0 <small>32</small>	0 <small>22</small>	0 <small>16</small>	0 <small>18</small>	0 <small>25</small>	0 <small>13</small>	16 <small>239</small>
Translation Services	24 <small>0</small>	19 <small>0</small>	0 <small>0</small>	0 <small>18</small>	0 <small>7</small>	0 <small>45</small>	0 <small>44</small>	0 <small>31</small>	0 <small>26</small>	0 <small>22</small>	0 <small>20</small>	0 <small>35</small>	43 <small>248</small>
In Person Visits	214 <small>0</small>	224 <small>0</small>	0 <small>0</small>	0 <small>163</small>	0 <small>117</small>	0 <small>191</small>	0 <small>233</small>	0 <small>198</small>	0 <small>210</small>	0 <small>185</small>	0 <small>139</small>	0 <small>188</small>	438 <small>1624</small>
Voter Regist.	0 <small>0</small>	1 <small>0</small>	0 <small>0</small>	0 <small>1</small>	0 <small>0</small>	0 <small>0</small>	0 <small>1</small>	0 <small>1</small>	0 <small>0</small>	0 <small>0</small>	0 <small>2</small>	0 <small>0</small>	1 <small>5</small>
TOTAL	1207 <small>492</small>	857 <small>506</small>	0 <small>307</small>	0 <small>852</small>	0 <small>779</small>	0 <small>959</small>	0 <small>1,074</small>	0 <small>1,418</small>	0 <small>872</small>	0 <small>920</small>	0 <small>761</small>	0 <small>768</small>	2,064 <small>9,708</small>

* The numbers in the second row indicate services provided in the year 2025

* Current Month Fishing License Commission **\$0.00**

* Current Month Passports Processing Fee **\$4,085.00**

* Current Month License Plate Sticker Commission **\$66.30**

YTD \$0.50

YTD \$8,951.00

YTD \$112.20

Maine Township Assessor's Office 2026 Monthly Summary of Taxpayer Services

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Calls	153	322	443										918
Visits	140	300	495										935
Permits	217	235	14										466
Welcome letters	251	0	0										251
Cert. of Errors	126	42	44										212
HO	0	0	8										8
Senior	0	0	13										13
Freeze	0	0	14										14
Disability	0	0	1										1
Vets	0	0	2										2
Waivers	1	0	0										1
Treasurer Apply for Overpayment	4	4	6										14
Name/Address	17	0	0										17
Appeals	0	0	0										0
Prop. Loc	2	0	5										7
Exempt Inq.	0	1	0										1
Assessment Inq.	2	2	0										4
FOI	1	2	0										3
Treasurer Tax Deferral	2	6	0										8
2026 C/E \$ Saved Taxpayers	0	\$87,668.65			\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	\$ 87,668.65
2025 C/ E \$ Saved Taxpayers (Carryover)													\$975,343.79

z: Assessor/2026 Yearly Summary of Taxpayer Services_by month

Updated 3/16/26

GENERAL ASSISTANCE DEPARTMENT REPORT



BY: LUZ MENESES

February may be the shortest month of the year, but it is filled with important commemorations and community activities.

During this month, the General Assistance Department remained focused on supporting residents by providing access to essential resources, benefits, and services.

In February, new SNAP eligibility rules were introduced. Our department is prepared to assist residents in understanding these changes and addressing their immediate needs. Staff provided guidance on the new requirements and connected clients with additional resources.

GENERAL ASSISTANCE AND EMERGENCY RENT PROGRAMS

The General Assistance Department had **4** open GA cases. These cases involve clients who are currently unable to work due to medical issues and whose applications are pending review with the Social Security Office.

During this period, we received **2** new General Assistance applications that are currently pending review.

We have seen an increase with Rental Assistance applications requests. **7** Rental Assistance cases remain pending, while clients gather and submit required documentation for review.

1 Rental Assistance case was approved/opened.

ADVOCACY HEALTH CARE

During February, staff provided the following support to community members:

Assisted **6** clients with filling Public Aids applications and appeals.

Completed **1** Access To Care application.

Distributed **15** Coast2Coast prescription discount cards, which help clients reduce costs on prescriptions, diabetic supplies, dental, vision and even certain pet medications.

SERVICES FOR ADULTS

The department served **16** seniors through the Benefit Access Program, assisting them with license plate discounts and free transportation cards.

These benefits help seniors remain mobile and participate in community activities, including trips to local events, medical appointments.

The GA department assisted **3** new clients in enrolling in the Lifeline Program, which provides discounts on phone and internet services for eligible households and **2** veterans were connected with services such as food pantries and employment search, financial assistance and utility assistance.

PRACTICAL SUPPORT

Provided transportation service information to **2** clients, including details on the Township Paratransit/shuttle bus program that supports seniors and individuals in attending medical appointments, daily errands and grocery shopping.

8 clients and their families received referrals for housing assistance, Section 8 waiting lists, and free legal aid referrals for eviction notices.

Staff completed **120** applications for utility assistance and other support programs through CEDA. (LIHEAP, PIPP Recertification, Weatherization, and Furnace repair assistance)

NEIGHBORHOOD AID

150 clients, students, and families received information and referrals for resources including food pantry information, shelter and housing, immigration services, Social Security, unemployment insurance, WIC, senior housing options, financial assistance programs, and tax filling resources for low-income individuals.

STAFFING UPDATE

The General Assistance Department is currently looking to hire a Senior and Disability Advocate, to strengthen our team and enhance services for residents with specialized needs.

MAINE TOWNSHIP
 GENERAL ASSISTANCE PROGRAM/ EMERGENCY RENT
 PROGRAM
 AND OTHER SOCIAL SERVICES
 Statistic Report for: FEBRUARY 2026
 By: Luz Meneses

GENERAL ASSISTANCE	# of Clients
Pending SSDI/SSI	4
Searching for work	0
Pending	2
Denied Incomplete App/missing docs/non-contact	0
Over income/SSA benefits	0
Other (voluntary closed/moved out of Township)	0
	6

EMERGENCY RENT PROGRAM	# of Clients
Pending	7
Approved	1
Denied Incomplete App/missing docs/non-contact	0
Other (voluntary closed/moved out of Township)	0
	8

ADDITIONAL SOCIAL SERVICES

ADVOCACY HEALTH CARE	# of Clients
Public Aid programs	6
Access To Care	1
Coast 2 Coast Free prescription Discount card	15
	22

SERVICES FOR ADULTS

Medicare Service Program/QMB ship	0
Benefit Access	16
Lifeline program (phone/internet) discount	3
Veteran referrals assistance	2
	21

PRACTICAL SUPPORT

Mainlines-Taxicab program/Transportation Assistance	2
Subsidized housing (sect 8)	8
Ceda programs: DVP, PIPP, RA, Furnace, STW, and Weatherization	120
	130

NEIGHBORHOOD AID

Food Banks/ MTS FP	56
Free taxes	8
Caregivers	15
Meals	25
Legal Aid	7
Child care	3
Job fair/ training/employment referrals	16
Shelters/Housing	20
	150

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Victoria Rizzo, Administrator
Date: 3/18/2026
Re: Monthly Report

Debris and garbage have been main concerns, have dominated all others this past month. Areas that have not been touched for months due to the weather have now become eyesores to the community. I have successfully addressed 8 complaints already this season. I continue to patrol our communities to ensure safety. Have had a busy month with no parking tow zone areas, commercial and abandon vehicles, eighteen tickets in total. I have been directing residents to come to town hall for furniture stickers, that may help clear up the streets, and give the town a cleaner appearance. Because of moving into spring, many residents' callings regarding brush pick up schedule, which starts April. Now that the snows have cleared leaving a mess, hopefully residents will start spring cleanups on their properties.

Many water main breaks this year with the extreme temperatures. I have had ongoing issues with residents putting garbage out before scheduled garbage pickup day, in turn write deficiencies will hopefully bring compliance. Garbage complaints seem to be the theme this past month with numerous complaints coming in from residents. One area I have tried to get cleaned up has been on Dee Rd and Dempster, Sumac. Residents have been dumping mattresses, sinks, and other debris on Dee Rd as well as on Dempster. Continue to assist food pantry. Working with Cook County Sheriffs to tow abandoned, expired plated vehicles.

March Deficiency's 16

March Citations 18
\$ 375.00 paid

MAINESTAY YOUTH & FAMILY SERVICES

MARCH 2026 BOARD REPORT

RICHARD LYON, DIRECTOR

For over 50 years, [MaineStay](#) has faithfully served the Maine Township community with the mission of building healthier families by providing strength-based counseling, prevention initiatives, and comprehensive youth and educational programs that support growth, resilience, and well-being.

MAINE TOWNSHIP AGENCY DAY – MAY 1

Our 43rd annual Maine Township Agency Day will be held on Friday, May 1 at Manzo's Banquets in Des Plaines from 9 am – 1 pm. This event provides a great opportunity for local organizations to learn about services in the Maine Township community and is open to employees from social service agencies, non-profits, schools, churches, hospitals, and units of government. There will be multiple opportunities for networking among agencies and organizations. Our speaker this year will be Paula R. Jenkins, a nationally recognized leadership speaker whose presentation is entitled *You're Either Connecting or Repelling — Which One Are You? The Power of Authentic Leadership & Communication in Nonprofit Spaces*. At the conclusion of the workshop, organizations will be able to share their mission and services with those in attendance in order to increase awareness of available local resources and better serve our residents. Gateway Foundation, Recovery Centers of America, Rosecrance Behavioral Health, Trinity Services, Jeffrey A. Rabin & Associates, Ltd., and Des Plaines Community Foundation are our sponsors for this year's event. Admission is free for all Maine Township employees and elected officials. Please contact Iain Parker to sign up.

PROFESSIONAL DEVELOPMENT WORKSHOP

On March 6, we hosted a professional development workshop entitled *Domestic Violence and Mental Health* with a speaker from LifeSpan and had 61 people in attendance. We also had a representative from the Illinois Attorney General's Office host an information table and share free resources available for survivors of violence and their families. Here are select comments from participants:

"I found it extremely helpful to review services/resources that exist within the community. I also found it most impactful to review safety planning."

"I attended as a survivor of Intimate Partner Violence for 39+ years. I am/was interested in what the presenters had to say; what services are now available, what information is being offered, all of it. It's been a long time but there are occasions when I still experience a trauma response due to behaviors and actions that mirror my abuser. It's amazing to me that that has stayed with me. I came to learn. It was a wonderful presentation."

"The information was very informative. I also appreciated the addition of the office of the Attorney General."

"Thank you for offering this presentation. I will take advantage of what I learned and utilize the services that are offered."

"I am super happy to have attended an "in person" workshop. I enjoy having in person contact with people. Maine Township always does a great job."



SUMMER CAMP

On March 1, we began accepting applications for our Adventure Maine Township Summer Camp program for at-risk youth, ages 8-13, who qualify based on family income. The first camp session will take place from June 15-25 and the second session from July 13-23. This camp provides a supportive and structured environment where children can improve their social skills while being exposed to new activities they may not otherwise be able to experience.

FEATURED STORY OF THE MONTH

One of Arielle Kalvelage's clients recently completed treatment. The client had started counseling services with suicidal ideation and struggled with activities of daily living and relationship dynamics at the beginning of their work together. They wrote in part of their email to Arielle the following: "I am in a very good place at the moment, and I have also been extremely busy and not able to make time for sessions. If I do need sessions in the future, I will definitely let you know, and re-review the intake process. Thank you so much for everything that you have done for me, I feel extremely confident in myself and you are the reason I am in this amazing stage of my life."

COUNSELING SERVICES

We had 5 new counseling intakes completed during February and are working with a total of 85 cases in our affordable, strength-based counseling program that is available to residents in the office, via telehealth, and at three local schools. MaineStay is honored to have provided our residents with local and convenient access to mental health services for over 50 years.

PROGRAM SCHEDULE

Below is a list of some of our upcoming programs.

- **[Kids Spring Fest](#) – March 27 | 1-3 pm | ages 6-12**
This event will feature fun, spring-themed activities where kids can try something different and make new friends during their spring break.
- **[Hooked on Crochet](#) – March 31 | 4-5 pm | 8 weeks | grades 4-9**
This program teaches participants the fundamentals of crocheting, from basic stitches to more advanced techniques.
- **[Crochet Club](#) – March 31 | 4-5 pm | 8 weeks | grades 4-9**
This club is designed for confident crafters who enjoy working independently, while still having access to our experienced crochet instructor for help with those trickier stitches.
- **[Clay Creators: Beginner Pottery](#) – April 2 | 5-6:30 pm | 8 weeks | ages 9-13**
In this class, young artists learn the basics of working with clay, including shaping, sculpting, and painting their own unique creations.
- **[Family Fun Nights](#) – April 2 | 6-7:30 pm | families with children ages 5 and up**
This drop-in event is designed to help families connect by choosing from activities that suit their interests—from playing games and engaging in arts and crafts, to enjoying a family-friendly movie.
- **[Mother's Day Paint and Snack](#) – May 10 | 6-7:30 pm | ages 5+**
Join us for a delightful evening of creativity and fun to celebrate women everywhere.
- **[Family Fun Nights](#) – May 14 | 6-7:30 pm | families with children ages 5 and up**
This drop-in event is designed to help families connect by choosing from activities that suit their interests—from playing games and engaging in arts and crafts, to enjoying a family-friendly movie.
- **[Mentoring](#) – every other Tuesday | 6-7:30 pm | ages 8-12**
Our Big Brothers Big Sisters Mentoring Program—now in its 10th year—meets in a structured group setting and helps children enhance their social skills, confidence, and academic success.
- **[Future Leaders](#) – every other Thursday | 3-4:30 pm | grades 6-8**
This school-based SEL program allows middle school students to benefit from positive peer mentoring relationships with older high school students.
- **[Summer Camp](#) – June 15 (session 1) & July 13 (session 2) | 2 weeks | ages 8-13 | \$50**
This program provides a supportive and structured environment where children can improve their social skills while being exposed to new activities they may not otherwise be able to experience.

MaineStay FY 2025-2026 Program Statistics

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
CONTACT HOURS													
Therapy	188	221	169	140	153	125	142	174	144	160	180	187	1982
Youth Programs	343	335	213	1278	1267	59	183	227	235	131	221	324	4814
Clinical Groups	79	38	40	8	12	12	50	59	24	16	16	42	394
Play Therapy Groups	76	41	14	24	89	84	8	4	35	24	2		401
Community Programs	42	461	461	78				30					1072
Grand Total	728	1095	896	1527	1521	279	383	494	438	330	419	552	8662
THERAPY													
New Cases	8	5	2	3	3	0	9	8	4	6	6	5	59
Ongoing Cases	78	79	75	74	70	65	62	65	71	73	79	80	
Total Cases	86	84	77	77	73	65	71	73	75	79	85	85	
YOUTH PROGRAMS													
Number of Youth Programs	9	9	8	4	4	3	7	8	7	6	9	9	
Total Participants	165	160	166	103	87	61	122	128	149	130	165	166	
CLINICAL GROUPS													
Number of Clinical Groups	5	4	3	2	1	1	4	5	2	2	2	3	
Total Participants	35	18	14	7	4	4	20	21	9	10	9	11	
	9						11	8					
PLAY THERAPY GROUPS													
Number of Play Therapy Groups	2	1	1	2	3	3	1	1	1	1	1		
Total Participants	26	15	6	9	21	18	5	4	7	7	2		
COMMUNITY PROGRAMS													
Number of Community Programs	1	1	2	1				1					
Total Participants	28	307	134	26				15					
TOTAL NUMBER OF PROGRAMS	18	16	15	10	9	8	13	16	11	10	13	13	
TOTAL PROGRAM PARTICIPANTS	340	584	397	222	185	148	218	241	240	226	261	262	

MAINSTREAMERS HIGHLIGHTS

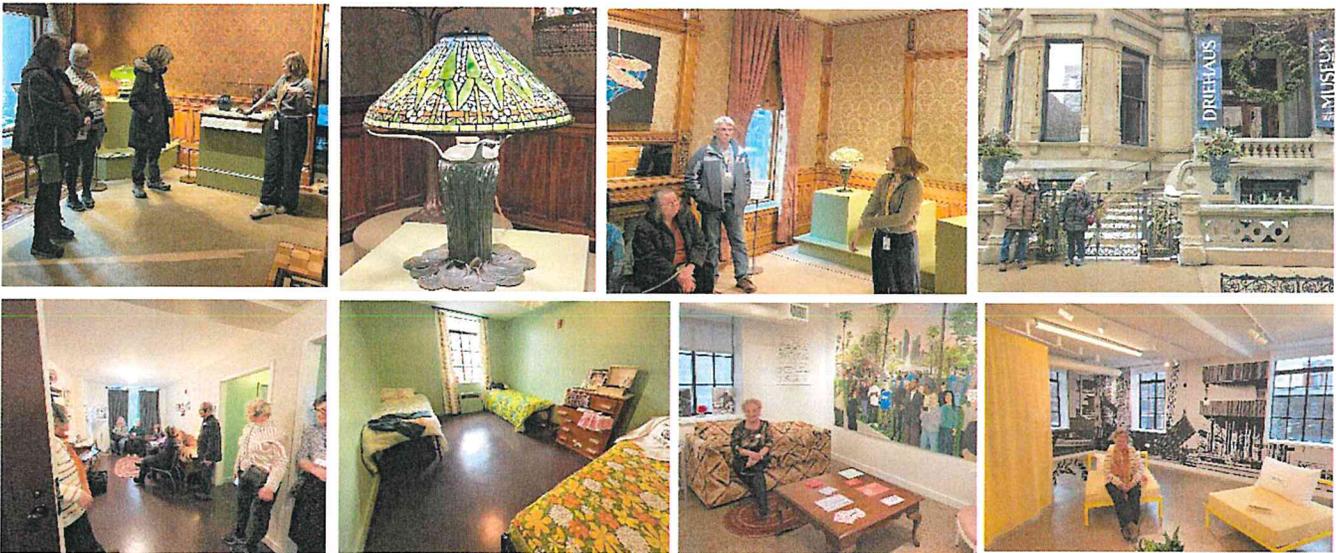
February 2026

Marie Dachniwsky, Director

In February, the MaineStreamers offered three exciting day trips for our members: *Driehaus Museum & The National Public Housing Museum*, *The Outsiders*, Cadillac Palace Theatre and *Holiday*, Goodman Theatre. We continued to host our regular monthly programs - Bingo, Movie, Day at the Races, Fitness Classes, two Informative Program, Valentine's Luncheon and a special event, Ocean's Rat Pack at the Des Plaines Theatre. Throughout the month a combined total of 832 members (some duplicated) were able to enjoy our MaineStreamer activities.

Some of the featured events and trips for the month of February were:

Driehaus Museum & The National Public Housing Museum – We began the day with a guided tour of the Richard H. Driehaus Museum, exploring the art, architecture, and design of the Gilded Age and the early 20th century. Members also had the opportunity to visit the Tiffany Lamps: Beyond the Shade exhibit, followed by lunch at Osteria Via Stato. We concluded this day trip with a visit to the National Public Housing Museum, the only museum of its kind in the country. During a historic apartment tour, members were transported into the lived experiences of residents of the Jane Addams Homes between 1938 and 1975. They experienced the texture and fabric of public housing through time while visiting three recreated historic apartments showcasing different families' experiences at various moments in public housing history.



The Outsiders – Members enjoyed this production of *The Outsiders*, winner of four Tony Awards in 2024, including Best Musical. Adapted from S. E. Hinton's seminal novel and Francis Ford Coppola's iconic movie, the story explores friendship, family, belonging, and the realization that there is still "lots of good in the world." Prior to the show, members enjoyed lunch at Randolph Tavern.

Holiday – The 1920s Romantic Comedy Soars to New life. From Tony Award winner Richard Greenberg comes a sparkling contemporary adaptation of Philip Barry's classic play. It inspired the beloved 1930's film starring Cary Grant and Katharine Hepburn. In the wealthy world of the upper East Side Setons, matters of the heart are a family affair. Members enjoyed a delicious lunch at WildFire prior to going to the Goodman.

Valentine's Luncheon – What a wonderful way to spend a perfect afternoon! More than 150 members joined us to enjoy a delicious meal with friends and the fantastic entertainment of Erik Donner, son of Chicago legend Ral Donner. Erik proudly honors his father's legacy with *Erik's Oldies Show*. Ral Donner's early-1960s hits—especially the classic You Don't Know What You've Got (Until You Lose It), shared the charts with icons like Elvis Presley, Buddy Holly, Jerry Lee Lewis, and Dion and the Belmonts. Erik's show beautifully celebrates those golden days of rock and roll. Members first enjoyed a delicious three-course lunch before listening and even dancing to some of the best oldies from that unforgettable era.



Ocean's Rat Pack Luncheon & Show, Des Plaines Theatre - over 50 members joined us at the historic Des Plaines Theatre for an unforgettable afternoon filled with classic tunes, delicious food, and a nostalgic atmosphere that made the day truly special. With table seating on the main floor, members enjoyed **Ocean's Rat Pack**, a lively tribute to the timeless music of Frank Sinatra, Sammy Davis Jr., and Dean Martin. Members first enjoyed a delicious lunch buffet before the fun show began, singing along to beloved classics that brought back wonderful memories. The charming, nearly 100-year-old Des Plaines Theatre transported everyone back in time, making the entire afternoon even more memorable. It was truly a delightful day of great music, good food, and wonderful company.



American Cookbooks - Cookbooks have been part of American life for as long as our nation has existed. Among the thousands published over the past 250 years, some have not only sold exceptionally well but also profoundly influenced the way we cook and eat. In this illustrated lecture, historian and author Leslie Goddard explored ten notable cookbooks that shaped our shared culinary heritage—from the trailblazing works of Fannie Farmer and Irma Rombauer to the innovative explorations of Julia Child and Craig Claiborne. These cookbooks became milestone best-sellers that continue to influence how Americans eat today. Over 95 members joined us to immerse themselves in the stories behind these iconic cookbooks and discover what they reveal about American food culture and culinary traditions.

The Creation of The Music Man - This musical theatre classic, written by Meredith Willson, tells the story of a fellow with an unusual background and his five-year journey to create a musical about his beloved Iowa hometown. The presentation highlighted his struggles to write the show, find a producer, and ultimately cast a star. Willson's monumental hit premiered in 1957, when he was 55 years old. Members thoroughly enjoyed learning about the fascinating history behind the making of this beloved musical.

MAINSTREAMERS 2026 STATISTICAL REPORT - February 2026

RECREATIONAL PROGRAMS	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
Bingo (Monthly)	48	95	\$282.00	\$171.95	\$110.05
Day at the Races (Monthly)	40	85	\$0.00	\$31.96	(\$31.96)
Movie of the Month (Monthly)	44	78	\$88.00	\$6.00	\$82.00
Twilight Dining Outing (Alternating Months)		40			\$0.00
Craft Classes -		27	\$843.00	\$760.00	\$83.00
Floral Design	27				\$0.00
HEALTH/INFORMATIVE					
American Cookbooks	96	258			\$0.00
The Creation of The Music Man	61		\$14.00	\$400.00	(\$386.00)
			\$6.00	\$300.00	\$294.00
FITNESS CLASSES					
Senior Aerobics (8 week sessions)	28	28	\$665.00	\$565.00	\$100.00
Yoga (8 Week Sessions)	7	7	\$266.00	\$550.00	(\$284.00)
Zumba Gold	12	12	\$360.00	\$370.00	(\$10.00)
Chair Yoga	20	20	\$870.00	\$520.00	\$350.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)		19			\$0.00
Defensive Driving Course (Held Quarterly)		8			\$0.00
LUNCHEON					
	150	150	\$4,720.00	\$5,337.35	(\$617.35)
SPECIAL EVENTS					
Ocean's Rat Pack Luncheon & Show	150	150	\$7,732.00	\$7,500.00	\$232.00
					\$0.00
DAY TRIPS					
	131	289	\$16,828.00	\$18,552.32	(\$1,724.32)
LONG DISTANCE TRIPS					
	2	4	\$367.84	\$0.00	\$367.84
SENIOR MAILING (Bi-Monthly)					
	16	16	\$0.00	\$0.00	\$0.00
ADVISORY COUNCIL MEETING (Held Quarterly)					
TOTAL	832	1286	\$33,041.84	\$35,064.58	(\$2,022.74)
Misc. Expenditures				\$120.00	(\$120.00)
Additional Expenses (see below)				\$3,592.44	(\$3,592.44)
					(\$5,735.18)

ADDITIONAL EXPENSES (STARTED FISCAL YR. 2023)	EXPENSES	TOTAL year to date
Monthly Postage	\$1,184.45	\$1,264.66
Printing & Publishing (MaineStreamer Newsletter)	\$1,011.00	\$1,011.00
Forte fees	\$1,396.99	\$1,508.72

Maine Township
MaineStreamers Account Income/Expenses
February 2026

Beginning Balance 2/1/2026	<u>\$90,061.85</u>
Income	
Total amount of checks deposited (e.g., member event fees, vendor refunds)	\$50,037.84
Expenses	
Total Subtractions (e.g., venues, bus transportation)	<u>\$24,796.02</u>
Ending Balance 2/28/2026	<u>\$115,303.67</u>

Ending Bank Balance **\$115,303.67**

*** Please Note**

This is an account separate from the General Town Fund



Board Report for March 2026

Marty Cook

Friday Night Recovery Meetings at Maine Township Attendance:

February 20, 2026	56 Participants
February 27, 2026	52 Participants
March 6, 2026	65 Participants
March 13, 2026	65 Participants

Community Outreach/Events:

- Recovery Connection welcomed back alum Amana D to tell her story. Amanda was in her early 20's when she came to recovery connection for her first recovery meeting. Now 8 years later, she went from high school dropout to become a trail lawyer in Cook County. She credits our program changing her life.
- Recovery Connection led an outing to the Cocaine Anonymous convention in Rosemont for 13 participants, who met hundreds of other people who have overcome addiction and are now living sober productive lives
- Monday night sober yoga had 12 participants.
- Recovery Connection Saturday Sober Pickleball league averaging 20 players per week
- Recovery Connection Tuesday and Thursday Sober from Nicotine zoom group, 15 per session.
- Began a sober fitness class with 6 participants

Social Media Communications:

E- Newsletter

- 4 e-newsletters sent to 610 participants and local health agencies.
- 300 weekly opens (approximately 50% of participants).

Recovery Connection Facebook Page:

- 6 posts per month.
- 302 Members.

From: Jomer Genite <jgenite@smartprocure.com>
Sent: Wednesday, March 4, 2026 2:11 PM
To: Eva Magnowski <emagnowski@mainetown.com>
Subject: [External] SmartProcure Public Records Request to Maine Township for Contact Information

Respond by 3/11/2026

Non-Commercial

External Sender - From: (Jomer Genite <jgenite@smartprocure.com>)
This message came from outside your organization.

[Learn More](#)

Dear Eva,

SmartProcure is submitting a public records 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=c2RqPWEyYlZQMDAwMDAwblBFYlBTSZzdD1JTCZvcmc9TWFpbmVUb3duc2hpcCZvcmdpZD0yNTE3MQ%3D%3D>

If this request was misrouted, please forward it 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 this email, or I can be reached at the phone number below in my signature.

Regards,

Jomer Genite
Data Acquisition Specialist
SmartProcure
Direct: (561) 609-6072