



## **VILLAGE OF CLARENDON HILLS MANAGER'S REPORT**

**December 30, 2016**

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### **Management Reports**

- 1. Manager's Notes -- No weekly report**
- 2. Finance Department -- See weekly report**
- 3. Public Works Department -- No weekly report**
- 4. Community Development Department – No weekly report**
- 5. Police Department -- No weekly report**
- 6. Fire Department --No weekly report**



1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5415

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** December 30, 2016  
**Subject:** Department Report

With the January 2<sup>nd</sup> Village Board meeting being canceled the next scheduled Board meeting is not until January 16<sup>th</sup>. In order to avoid payment issues with our Vendors the Finance Department has prepared the Check Run according to the regular schedule and checks will be mailed out on January 3, 2016. I will attach the Claims Register for review.

**VILLAGE OF CLARENDON HILLS**

**December 31, 2016**

**CLAIMS ORDINANCE # 16-12-01M**

**2016 Stub Year Disbursements**

**December 2016 Manual Checks**

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
DEPARTMENT OF COMMERCE A DCEO CLOSEOUT EMPROMAX LLC	18100 01739	114.76 1,500.00 2,000.00 3,074.94 500.00 7,074.94	MISCELLANEOUS GRANTS REFUNDABLE DEP PKY/STR REFUNDABLE DEP PKY/STR STORM WATER DEPOSIT WATER BILLING DEPOSIT *TOTAL	65.331.3306 01.000.2510 01.000.2510 01.000.2513 20.000.2517	12/08/2016		696	00005
INTERGOVERNMENTAL PERSON LIBRARY HEALTH INS LIBRARY DENTAL INS RETIREE HEALTH INS RETIREE DENTAL INS SUPPLEMENTAL LIFE INS HEALTH/LIFE INSURANCE DENTAL INSURANCE HEALTH/LIFE INSURANCE DENTAL INSURANCE HEALTH/LIFE INSURANCE DENTAL INSURANCE HEALTH/LIFE INSURANCE DENTAL INSURANCE HEALTH/LIFE INSURANCE DENTAL INSURANCE HEALTH/LIFE INSURANCE DENTAL INSURANCE RETIREE HEALTH INS RETIREE DENTAL INS	42399	3,164.32 213.30 3,068.20 425.58 195.37 1,152.16 71.10 2,732.84 141.74 17,616.09 933.43 2,042.59 141.69 6,312.75 382.72 3,440.16 165.51 4,208.50 255.14 1,127.29 94.46 47,884.94 55,074.64	DUE FROM CH LIBRARY DUE FROM CH LIBRARY RETIREE/COBRA INSURANCE RETIREE/COBRA INSURANCE EMPLOYEE SUPP. INS. CONT HEALTH/DENTAL INSURANCE HEALTH/DENTAL INSURANCE RETIREE/COBRA INSURANCE RETIREE/COBRA INSURANCE *TOTAL **CLAIMS TOTAL	01.000.1340 01.000.1340 01.000.1375 01.000.1375 01.000.2031 01.510.4120 01.510.4120 01.512.4120 01.512.4120 01.520.4120 01.520.4120 01.530.4120 01.530.4120 01.540.4120 01.540.4120 01.550.4120 01.550.4120 20.560.4120 20.560.4120 71.000.1375 71.000.1375	DEC 2016 DEC 2016		697	00008 00018 00009 00019 00021 00001 00011 00002 00012 00003 00013 00004 00014 00005 00015 00006 00016 00007 00017 00010 697 00020

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Claims Register

VILLAGE OF CLARENDON HILLS  
GL540R-V08.03 PAGE 2

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		55,074.64					

RECORDS PRINTED - 000026

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Claims Register

VILLAGE OF CLARENDON HILLS  
GL060S-V08.03 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	48,774.49
20	WATER FUND	4,963.64
65	CAPITAL PROJECTS/IMPROVEMENT	114.76
71	POLICE PENSION FUND	1,221.75
TOTAL ALL FUNDS		55,074.64

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	CLARENDON HILLS BANK	55,074.64
TOTAL ALL BANKS		55,074.64

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....

.....

**VILLAGE OF CLARENDON HILLS**

**January 3, 2017**

**CLAIMS ORDINANCE # 17-01-01**

**2016 Stub Year & 2017 Calendar Year Disbursements**

**January 3, 2017 Checks**

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
AARON H. REINKE		73861						
	*FY*ADM TOW HEAR 11/16	200.00	LEGAL FEES	01.511.4206	CH12222016		678	00021
ARCO PLUMBING CO.		08653						
	*FY*PD-BATHROOM REPAIRS	135.00	MAINTENANCE BUILDINGS	01.523.4262	55583		678	00012
AT&T		05806						
	*FY*12/16 SCADA	356.34	TELEPHONE	20.560.4212	63032337701216		678	00019
AT&T - (NEW SYSTEM)		05811						
	*FY*12/16 PHONE CHARGES	135.71	TELEPHONE	01.510.4212	630R0509401216		678	00029
	*FY*12/16 PHONE CHARGES	150.00	TELEPHONE	01.513.4212	630R0509401216		678	00028
	*FY*12/16 PHONE CHARGES	113.09	TELEPHONE	01.520.4212	630R0509401216		678	00030
	*FY*12/16 PHONE CHARGES	113.09	TELEPHONE	01.530.4212	630R0509401216		678	00031
	*FY*12/16 PHONE CHARGES	45.24	TELEPHONE	01.540.4212	630R0509401216		678	00032
	*FY*12/16 PHONE CHARGES	45.24	TELEPHONE	20.560.4212	630R0509401216		678	00033
	*FY*12/16 IPFLEX MONITOR	89.86	TELEPHONE	01.513.4212	63032320631216		691	00007
		692.23	*TOTAL					
BALES ACE HARDWARE		07938						
	*FY*LIQUID SEALANT	29.98	OPERATING SUPPLIES	20.560.4318	013237/1		674	00003
	*FY*PTG & CLNG SUPPLIES	43.43	OPERATING SUPPLIES	20.560.4318	013327/1		678	00014
	*FY*SCRAPERS	16.96	OPERATING SUPPLIES	01.540.4318	013330/1		678	00015
	*FY*PAINTING SUPPLIES	51.54	OPERATING SUPPLIES	20.560.4318	013354/1		678	00016
	*FY*SEALANT	29.98	OPERATING SUPPLIES	20.560.4318	013361/1		678	00017
		171.89	*TOTAL					
BARR/KEVIN		99567						
	*FY*TRAIN FARE-BARR	11.50	CONFERENCES/TRAINING/MEE	01.510.4291	12/21/2016		691	00008
CABELA'S INC.		12302						
	*FY*PW-WORK JACKETS	123.93	UNIFORMS/CLOTHING/EQUIPM	01.540.4317	060272879		678	00025
	*FY*PW-WORK JACKETS	123.92	UNIFORMS/CLOTHING/EQUIPM	20.560.4317	060272879		678	00024
	*FY*REMOVE SALES TAX	6.46CR	UNIFORMS/CLOTHING/EQUIPM	01.540.4317	060364937		678	00027
	*FY*REMOVE SALES TAX	6.47CR	UNIFORMS/CLOTHING/EQUIPM	20.560.4317	060364937		678	00026
		234.92	*TOTAL					
CATTANEO ELECTRIC CO		13125						
	*FY*REWIRE LIGHT	1,257.71	OTHER CONTRACTUAL SERVIC	20.590.4208	36517		674	00031
	*FY*RUN WIRES TO WTR TWR	139.35	OTHER CONTRACTUAL SERVIC	20.590.4208	36518		674	00030
	*FY*CONNECTION REPAIR	140.66	OTHER CONTRACTUAL SERVIC	20.590.4208	36519		674	00029
		1,537.72	*TOTAL					
COURTNEY'S SAFETY LANE		13280						
	*FY*SAFETY INSP-UNIT 9	35.00	CONTRACT LABOR-VEHICLES	01.540.4602	8220		674	00009
	*FY*SAFETY-UNIT 17 & 22	70.00	CONTRACT LABOR-VEHICLES	01.540.4602	8246		678	00018
		105.00	*TOTAL					
CRITICAL REACH, INC.		19109						
	2017 ANNUAL SUBSCRIPTION	285.00	MEMBERSHIPS & SUBSCRIPTI	01.520.4292	17-102		674	00015
DUPAGE COUNTY COLLECTOR		19671						
	*FY*2015 EXCESS SSA TAX	39.40	PROPERTY TAX	35.311.3118	12/23/2016		678	00011
DUPAGE RIVER SALT CREEK		19699						
	*FY*MEMBERSHIP DUES	517.00	MEMBERSHIPS & SUBSCRIPTI	01.540.4292	05/16/2016		691	00017
EBCA CONSTRUCTION		.01750						
	*FY*WTR REF-433 LYNN	12.22	WATER ACCOUNTS RECEIVABL	20.000.1156	101-1076-00-01		691	00016

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
FIRE 'N' ICE, INC.		28325					
*FY*PW-HEATING REPAIRS		152.75	MAINTENANCE BUILDINGS	01.546.4262	098282	678 00002	
*FY*PW-HEATING REPAIRS		82.25	MAINTENANCE BUILDINGS	20.560.4262	098282	678 00001	
		235.00	*TOTAL				
FIRE SAFETY CONSULTANTS		28335					
*FY*SPRKL'R RVW-132 WDSTK		355.00	OTHER PROFESSIONAL SERVI	01.550.4207	2016-1955	674 00001	
*FY*SPRKL'R RVW-127 ANN		355.00	OTHER PROFESSIONAL SERVI	01.550.4207	2016-1956	678 00003	
		710.00	*TOTAL				
GALLS (P.D.)		30248					
*FY*UNIFORM BOOTS-FARMER		364.95	UNIFORMS/CLOTHING/EQUIPM	01.520.4317	006560840	674 00010	
*FY*UNIFORMS-SHIRLEY		33.01	UNIFORMS/CLOTHING/EQUIPM	01.521.4317	006603107	678 00004	
*FY*UNIFORMS-DALEN		318.43	UNIFORMS/CLOTHING/EQUIPM	01.520.4317	006603323	678 00005	
		716.39	*TOTAL				
GRAINGER		32264					
*FY*SAW BLADE		32.55	O & M SUPPLIES-BUILDING	01.534.4320	9300981108	674 00022	
HALIK/JAMES R.		34040					
*FY*FD CAD WORK		86.00	OTHER CONTRACTUAL SERVIC	01.531.4208	8	674 00020	
*FY*FD CAD WORK		86.00	OTHER CONTRACTUAL SERVIC	01.532.4208	8	674 00021	
		172.00	*TOTAL				
JCT PROPERTY INVESTMENTS		01620					
*FY*ZBA/PC CASE Z481		800.00	ZONING DEPOSITS	01.000.2512	12/15/2016	674 00025	
*FY*RECOVERY-PLAN RVW		772.83CR	OTHER PROFESSIONAL SERVI	01.501.4207	12/15/2016	674 00026	
		27.17	*TOTAL				
JEWEL FOODS		46262					
*FY*CHRISTMAS WALK		188.71	SPECIAL EVENTS COMMITTEE	01.504.4203	P933000P301KZH	678 00035	
KLEIN, THORPE AND JENKIN		49822					
*FY*11/16 LEGAL		3,266.30	LEGAL FEES	01.511.4206	186432-35/38	674 00019	
*FY*88 PARK		193.50	LEGAL FEES	01.511.4206	186436	674 00017	
*FY*9-23 WALKER		552.00	LEGAL FEES	01.511.4206	186437	674 00018	
		4,011.80	*TOTAL				
LIU/DANYA		.01749					
*FY*PRKG PERMIT REFUND		90.00	PARKING FEES/BURLINGTON	01.341.3410	B-103	691 00015	
MATCO TOOLS		54994					
*FY*WIRE CRIMPING TOOLS		71.30	MINOR TOOLS & EQUIP	01.540.4322	9186	691 00020	
*FY*WIRE CRIMPING TOOLS		71.30	MINOR TOOLS & EQUIP	20.560.4322	9186	691 00019	
		142.60	*TOTAL				
MICRO CENTER		57001					
*FY*REPLACE MONITOR		173.94	MINOR TOOLS & EQUIP	01.534.4322	4070437	674 00023	
MID AMERICAN WATER, INC.		57020					
*FY*WATER PARTS		2,836.00	OPERATING SUPPLIES	20.560.4318	132430A	691 00006	
MIDWEST ARBORIST SUPPLIE		57036					
*FY*PRUNER		72.20	MINOR TOOLS & EQUIP	01.540.4322	45303	674 00032	
MOTOROLA		58589					
PD-STARCOM 12/16-02/17		54.00	OPERATING SUPPLIES	01.522.4318	254898312016	691 00005	
*FY*RADIO KNOBS		113.00	MAINT SUPPLIES RADIOS	01.531.4330	92276612	674 00024	
		167.00	*TOTAL				
NAPERVILLE CONSTRUCTION		59822					
*FY*5647 WESTERN DEMO		1,226.75	OTHER PROFESSIONAL SERVI	01.550.4207	8207	691 00018	

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
NICOR		60720						
	*FY*SHERIDAN-12/14/16	24.10	UTILITIES	20.560.4235	05693110008126		691	00001
	*FY*452 PARK-12/15/16	395.97	UTILITIES	01.546.4235	13390010000126		691	00003
	*FY*452 PARK-12/15/16	213.22	UTILITIES	20.560.4235	13390010000126		691	00002
	*FY*261 ANN-12/14/16	121.04	UTILITIES	20.560.4235	65693110002126		691	00004
	*FY*448 PARK-12/15/16	504.69	UTILITIES	01.523.4235	73748041974126		678	00008
		1,259.02	*TOTAL					
P. F. PETTIBONE & CO.		70254						
	*FY*IL CITATION TICKETS	130.45	ADVERTISING/PRINTING/COP	01.520.4231	171285		674	00014
PERSONNEL STRATEGIES, LL		70180						
	*FY*PRE-EMP PSYCH EVAL	500.00	OTHER PROFESSIONAL SERVI	01.502.4207	12/17/2016		678	00006
	*FY*PRE-EMPL PSYCH EVAL	500.00	OTHER PROFESSIONAL SERVI	01.502.4207	12/22/2016		678	00020
		1,000.00	*TOTAL					
PETTY CASH-FINANCE		70269						
	*FY*DUPAGE CHIEFS MTG	20.00	CONFERENCES/TRAINING/MEE	01.530.4291	10/20/2016		691	00010
	*FY*DUPAGE CHIEFS MTG	20.00	CONFERENCES/TRAINING/MEE	01.530.4291	12/12/2016		691	00011
	*FY*EMS BATTERIES	22.52	OPERATING SUPPLIES	01.532.4318	12/12/2016		691	00012
	*FY*MID CENTRAL MTG-JC	30.00	CONFERENCES/TRAINING/MEE	20.560.4291	12/14/2016		691	00013
	*FY*MID CENTRAL MTG-JF	30.00	CONFERENCES/TRAINING/MEE	20.560.4291	12/14/2016		691	00014
	*FY*IACE TRAINING	35.00	CONFERENCES/TRAINING/MEE	01.550.4291	12/15/2016		691	00009
		157.52	*TOTAL					
RAY O'HERRON CO.		63848						
	*FY*CL A UNIFORM-MARK	69.34	FOREIGN FIRE INS TAX EXP	01.530.4336	1670160-IN	016748 P	674	00016
	*FY*UNIFORMS-PASTERIS	163.93	UNIFORMS/CLOTHING/EQUIPM	01.521.4317	1670724-IN		678	00013
		233.27	*TOTAL					
SAM'S CLUB- MEMB #458646		76978						
	*FY*PPR TWLS/COFFEE/CUPS	205.10	O & M SUPPLIES-BUILDING	01.523.4320	000234		678	00022
	*FY*PW-COFFEE	34.98	OPERATING SUPPLIES	01.540.4318	000509		678	00023
		240.08	*TOTAL					
SEARS COMMERCIAL ONE		77917						
	*FY*1/2" IMPACT	169.99	MINOR TOOLS & EQUIP	01.540.4322	T103380		678	00009
	*FY*PLIERS/CHISEL/SOCKET	520.69	MINOR TOOLS & EQUIP	20.560.4322	T600185		678	00010
		690.68	*TOTAL					
SERVICE SPRING CO., INC		78119						
	*FY*BROKEN SPRINGS #15	709.85	CONTRACT LABOR-VEHICLES	01.540.4602	145362		674	00012
	*FY*BROKEN SPRINGS #11	709.85	CONTRACT LABOR-VEHICLES	01.540.4602	145364		674	00013
		1,419.70	*TOTAL					
STATE CHEMICAL MFG. CO./		39630						
STREICHER'S		81930						
	*FY*BALL. VEST-STORINO	425.86	VEHICLE SUPPLIES	01.531.4604	97995449		674	00002
TASER INTERNATIONAL		83133						
	*FY*TASER CARTRIDGES	592.00	UNIFORMS/CLOTHING/EQUIPM	01.521.4317	I1240576		678	00007
TOM & JERRY TIRE & SERVI		85003						
	*FY*TIRE REPAIR #381	1,003.81	MINOR TOOLS & EQUIP	01.521.4322	SI1461936		674	00004
UNIFIRST CORPORATION		88125						
	*FY*FLOOR MAT SERVICE	30.00	CONTRACT LABOR-VEHICLES	01.521.4602	53814		674	00011
		50.95	MAINTENANCE BUILDINGS	01.514.4262	0611013892		678	00034

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
UNIFIRST CORPORATION	88125						
*FY*SHOP TOWELS		5.50	CONTRACT LABOR-VEHICLES	01.540.4602	0611013893	674 00007	
*FY*FLOOR MATS		37.54	MAINTENANCE BUILDINGS	01.546.4262	0611013893	674 00006	
*FY*FLOOR MATS		20.21	MAINTENANCE BUILDINGS	20.560.4262	0611013893	674 00005	
*FY*FLOOR MATS-B.N.		52.20	MAINTENANCE BUILDINGS	21.540.4262	0611013905	674 00008	
		166.40	*TOTAL				
USA BLUE BOOK	88333						
*FY*WTR TESTING SUPPLIES		54.82	OPERATING SUPPLIES	20.560.4318	128559	674 00035	
WAGGONER/JEFFREY	.01748						
*FY*ZBA/PC CASE Z480		600.00	ZONING DEPOSITS	01.000.2512	12/15/2016	674 00027	
*FY*RECOVERY-PLAN RVW		297.61CR	ADVERTISING/PRINTING/COP	01.501.4231	12/15/2016	674 00028	
		302.39	*TOTAL				
WILLCO GREEN, LLC	94119						
*FY*HAULING		220.50	WASTE REMOVAL/DUMP CHARG	01.540.4265	100684	674 00034	
*FY*HAULING		409.50	WASTE REMOVAL/DUMP CHARG	20.560.4265	100684	674 00033	
		630.00	*TOTAL				
		23,436.33	**CLAIMS TOTAL				

ACS FINANCIAL SYSTEM  
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Claims Register

VILLAGE OF CLARENDON HILLS  
GL540R-V08.03 PAGE 5

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		23,436.33					

RECORDS PRINTED - 000090

ACS FINANCIAL SYSTEM  
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Claims Register

VILLAGE OF CLARENDON HILLS  
GL060S-V08.03 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	16,707.70
20	WATER FUND	6,637.03
21	BN/CH PARKING FUND	52.20
35	SPECIAL SERVICE AREA 27	39.40
TOTAL ALL FUNDS		23,436.33

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	CLARENDON HILLS BANK	23,436.33
TOTAL ALL BANKS		23,436.33

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE . . . . . APPROVED BY . . . . .

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