

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Robert O. Barber, Village Administrator



DATE: Friday, January 25, 2019

RE: VILLAGE ADMINISTRATOR MATERIALS FOR VILLAGE BOARD MEETING

BOARD MEETING DATE: *Monday, January 28, 2019 at 7:00 p.m.*

A G E N D A

I. PLEDGE TO THE FLAG

II. ROLL CALL

III. APPROVAL OF MINUTES OF THE PREVIOUS MEETINGS OF THE MONTH

IV. VILLAGE CLERK REPORT

V. RECOGNITION OF AUDIENCE

A. FINANCE AND ADMINISTRATION COMMITTEE - Frank Basile, Marcy Meyer

1. CONSIDER A MOTION APPROVING A PROPOSAL FOR AUDITING SERVICES FOR FY 19, FY 20, AND FY 21. The Village solicited 15 and received four proposals. The results are contained in the enclosed report along with each of the proposals. The committee met and agreed to knock out Lauterbach and Amen (the current auditing firm) since they desired a fresh set of eyes and Groskruetz et. al. since they lacked several relevant references and were unknown to staff. That left Sikich and SKDO which are both heavily referenced and well known in the field. The committee decided to let the Board decide which firm to use for the next three years.

2. BUDGET CYCLE BEGINS. We are now beginning the budget development phase with department heads approving their budgets to be referred to committees by February 1st. In the month of February the public works and safety committees can meet if they wish to go over their department budgets and then a budget workshop occurs in March. We can choose Monday, March 11th after the Board meeting, Tuesday, March 12th, Monday, March 25th after the Board meeting or Tuesday, March 26th. The public hearing followed by adoption would occur on Monday, April 22nd. The Board needs to select the workshop date.

3. CONSIDER A MOTION AUTHORIZING A PUBLIC HEARING ON THE PROPOSED BUDGET ON MONDAY, APRIL 22ND AT 7PM.

4. FIVE YEAR PLAN UPDATE. Staff is making changes to the plan as directed by the Board at the workshop held after the last Board meeting. The plan will be presented for consideration at one of the February meetings.

5. COMCAST ANNUAL REPORT FOR 2018 is enclosed for your review. There were 53 complaints logged by Village residents that year.

B. PUBLIC BUILDINGS AND PROPERTIES, PARKS AND RECREATION COMMITTEE
- Scott Wehling, Todd Kraus

1. TOT LOT UPDATE.

2. LIONS PARK PLAYGROUND UPDATE to be provided by the Supt.

3. STATUS OF BUILDING PURCHASE will be provided at the meeting.

C. PLANNING, BUILDING AND ZONING COMMITTEE - Stacy Mazurek, Jonathan Kypuros

1. BUILDING DEPARTMENT MONTHLY REPORT is enclosed for your review.

2. BUILDING DEPARTMENT ANNUAL REPORT is enclosed for your review.

3. RESULTS OF JANUARY 24TH PZC MEETING will be provided by the Chair at the meeting.

D. PUBLIC SAFETY COMMITTEE - Todd Kraus, Scott Wehling

1. POLICE DEPARTMENT MONTHLY REPORT is enclosed for your review.

2. E.M.A. MONTHLY REPORT is enclosed for your review.

3. CODE ENFORCEMENT MONTHLY REPORT is enclosed for your review.

4. S.R.O. PROGRAM UPDATE. At the last meeting the Board was advised that the District was discussing the SRO Program at their meeting. We will learn what was discussed at our meeting Monday night.

5. ANIMAL CONTROL PROGRAM ANNUAL REPORT is enclosed for your review.

E. PUBLIC WORKS COMMITTEE - Jonathan Kypuros, Stacy Mazurek

1. WATER DEPARTMENT MONTHLY REPORT is enclosed for your review.
2. SEWER DEPARTMENT MONTHLY REPORT is enclosed for your review.
3. WATER BILLING REGISTER for the months of November and December is enclosed for your review. Billed to pumped ratio was 63.43%.
4. ANNUAL REPORT ON WATER BILLING is enclosed for your review. We ended the year with a 69% billed to pumped ratio which is our 10 year average and billed about 2 million less gallons of water than last year. We added 23 new accounts. The average customer is billed for 176 gallons each day but we pump about 267 gallons per account per day.
5. CONSIDER A RESOLUTION AUTHORIZING A STANDING PERMIT FOR REPAIRS TO VILLAGE FACILITIES IN STATE RIGHTS OF WAY FOR 2019 AND 2020. This is a standard practice that we do every other year. It is recommended that the resolution be approved.
6. SEWER PLANT IMPROVEMENT PROJECT UPDATE to be provided by the Administrator at the meeting.
7. CONSIDER A MOTION AUTHORIZING PAYMENT TO I.H.C. IN THE AMOUNT OF \$852,734.79 AS A PROGRESS PAYMENT ON SEWER PLANT PROJECT SUBJECT TO RECEIPT OF LOAN FUNDS FROM THE I.E.P.A.
8. S.C.A.D.A. SEPARATION AND IMPROVEMENT PROJECT UPDATE to be provided by the Supt. at the meeting. Major changes are coming as to how we will be monitoring the water and sewer systems.
9. STATUS OF SALE OF SURPLUS EQUIPMENT. The Supt. will provide an update as to what equipment remains and what has been sold.
10. STATUS OF OAK PARK WATERMAIN REPLACEMENT EXTENSION PROJECT to be provided by the Supt. at the meeting.

F. ECONOMIC DEVELOPMENT AND COMMUNITY RELATIONS COMMITTEE
- Marcy Meyer, Frank Basile

1. FACEBOOK PAGE UTILIZATION UPDATE to be provided by the Chair at the meeting.
2. T.I.F. DISTRICT UPDATE. Enclosed is a new timeline for TIF approval and May 1st has been set as the target date with June 17th as a drop dead date. At the next committee report we should have a TIR report to review.

G. VILLAGE PRESIDENT REPORT

no report

H. OLD BUSINESS

I. NEW BUSINESS

J. ADJOURN INTO EXECUTIVE SESSION (if necessary)

K. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT
& BOARD OF TRUSTEES OF THE VILLAGE OF BEECHER
HELD AT THE BEECHER VILLAGE HALL,
625 DIXIE HIGHWAY, BEECHER, ILLINOIS
JANUARY 14, 2019 -- 7:00 P.M.**

All present joined in the Pledge to the Flag.

President Szymanski called the meeting to order.

ROLL CALL

PRESENT: President Szymanski and Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

ABSENT: None.

STAFF PRESENT: Clerk Janett Conner, Administrator Robert Barber, Chief of Police Greg Smith, Public Works Superintendent Matt Conner and Treasurer Donna Rooney.

GUESTS: George Schuitema and new part-time Police Officers Jonas Kujawa and Michael Rodriguez.

President Szymanski asked for consideration of the minutes of the December 10, 2018 Board meeting. Trustee Meyer made a motion to approve the minutes as written. Trustee Wehling seconded the motion.

AYES: (5) Trustees Mazurek, Basile, Wehling, Kypuros and Meyer.

NAYS: (0) None.

ABSTAIN: (1) Trustee Kraus.

Motion carried.

RECOGNITION OF AUDIENCE

George Schuitema thanked the Chief and Police Department staff for their professional handling of a recent incident at the high school.

Clerk Conner swore in new part-time Police Officers Kujawa and Rodriguez and they were introduced to Board.

Trustee Kraus thanked Trustee Wehling and Joe Tieri for their help with part-time officer interviews and the hiring process.

REPORTS OF VILLAGE COMMISSIONS

President Szymanski reported on the Beautification Commission meeting held the previous week. At the meeting it was discussed that a resident, Mr. Boland-Prom, wants to donate trees and plant them in the park. This project may be done in Welton Stedt Park. The resident will come up with a plan and present it.

A Fourth of July Commission report was provided. Trustee Meyer plans to meet with the new Fourth of July Treasurer later this month to go through everything and transfer all documents to him.

Trustee Mazurek reported that the next Youth Commission event is bowling on Martin Luther King Jr. Day at Pin and Tonic. She said the Commission is in need of volunteers and commissioners.

Trustee Wehling reported that the next Historic Preservation Commission meeting will be held this Wednesday at 6 p.m. Trustee Wehling said his Commission is also looking for volunteers. Anyone interested can attend any regular meeting at the Depot.

A. FINANCE AND ADMINISTRATION COMMITTEE

TREASURER'S REPORT: A copy of the Treasurer's report was provided to the Board for review and Treasurer Rooney was present to answer questions. Trustee Basile made a motion to approve the Treasurer's Report and the Report of Financial Activity in the prior month. Trustee Mazurek seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

Variance reports for the preceding month were provided in the packet for review.

A list of bills to be paid was available for review. A summary of the list of bills was provided. Trustee Basile added a bill to the list in the amount of \$850.00 for Ottosons Industries for a part for a Public Works truck, making the total list of bills in the amount of \$215,036.90. Trustee Basile made a motion to approve payment of the list of bills, including the added bill for a total amount of \$215,036.90 as presented. Trustee Wehling seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

The Board discussed the purchase of real estate at 533 Reed Street. This was discussed in executive session at the last meeting and the Village and owner have agreed upon a price of \$90,000 for the 33,750 sq. ft. parcel and the 4,000 sq. ft. building. The building will be used by Public Works, the Police Department and EMA for storage. Improvements will be made to the building and property using General Fund reserves. Superintendent Conner explained a number of repairs and improvements that need to be done to the building and how the building will be used.

ORDINANCE #1300 – An Ordinance authorizing the purchase of real estate at 533 Reed Street in an amount not to exceed \$90,000. Trustee Kypuros made a motion to approve Ordinance #1300. Trustee Wehling seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

The Joint Fuel Committee solicited bids for fuel for 2019. Two bids were received after soliciting 17 vendors. The Intergovernmental Fuel Committee recommended that the flat price be awarded to lock prices in for one year. Trustee Mazurek made a motion to approve a bid award for fuel pricing for 2019 to Heritage FS at \$0.11 over low rack or a flat price of \$2.008 for 87 UNL and \$2.3219 for diesel. Trustee Basile seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

The Board discussed replacing the watermain on Oak Park from Hodges Street south to 623 Oak Park. Public Works replaced half block of watermain in 2013 due to watermain repair issues but did not complete the last half of the block. There are residents who have had poor water quality in this area and this will allow another block of watermain to be replaced. Brandt Excavating was asked to provide a price and it will be the same unit prices from the last block of Oak Park. Since the project is over \$20,000 it requires a motion for a waiver of bids. Trustee Kypuros made a motion authorizing waiving of bids for an emergency repair to 310 feet of watermain on Oak Park from Hodges Street south to 623 Oak Park. Trustee Mazurek seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

Trustee Kypuros made a motion accepting a proposal from Brandt Excavating for the replacement of watermain from 623 Oak Park to Hodges Street in the amount of \$37,201.90. Trustee Meyer seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

Trustee Kypuros made a motion authorizing the Village President and Clerk to sign an engineering services agreement with Baxter and Woodman Engineers in the amount of \$26,000 for the design of the Gould Street watermain replacement project. Trustee Mazurek seconded the motion.

The project is for Gould Street from Miller Street south to Indiana Avenue, and then east on both Penfield Street and Indiana Avenue to the other side of the railroad tracks. Bids would be opened in late April or early May, and construction could begin in June or right after July 4th. This will depend on Illinois Environmental Protection Agency (IEPA) permits as to how we decide to proceed.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

Trustee Kypuros made a motion approving the payment of engineering services bills from Baxter and Woodman in the amount of \$67,952.62 for construction management at the wastewater treatment plant for the months of October and November, upon receipt of IEPA loan funds. Trustee Basile seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

NEW BUSINESS

President Szymanski reported that the School Board passed a motion to enter into negotiations with the Village for a School Resource Officer. When something concrete is decided the Board will be advised.

Trustee Wehling reported that at the last Beecher Recreation meeting they indicated they would like to install a backstop on the Tee-ball field. Trustee Wehling is going to work with them on the design. Beecher Recreation has obtained a bid for the work and will install it with their funds. It was also reported that the lights for the ballfield are in Champaign, IL, and are supposed to be installed by April 25th.

Administrator Barber reported that the School District will be discussing their intent to annex into the Village the 30 acres they own located west of Lions Park. This should be considered in the coming months.

Trustee Meyer made a motion for a ten minute recess before discussion on the five-year plan. Trustee Wehling seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

The Board reviewed the five-year financial plan in detail. No final decisions were made.

There being no further business, President Szymanski asked for a motion to adjourn. Trustee Kypuros made a motion to adjourn the meeting. Trustee Wehling seconded the motion.

AYES: (6) Trustees Mazurek, Basile, Wehling, Kypuros, Meyer and Kraus.

NAYS: (0) None.

Motion carried.

Meeting adjourned at 9:05 p.m.

Respectfully submitted by:

Janett Conner
Village Clerk

MEMORANDUM

TO: Village President and Board of Trustees

FROM: Robert O. Barber, Village Administrator 

DATE: 1/7/19

RE: RESULTS OF AUDIT RFP PROCESS

Fifteen firms were solicited to conduct the audit over a three day period. Four proposals were received. They are as follows:

RESULTS OF RFP FOR AUDIT SERVICES

<u>Firm Name</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Lauterbach and Amen (Naperville)	\$17,500	\$17,900	\$18,300
Groskruetz, Abraham, Eschleman and Gerretse (Kankakee)	\$17,250	\$17,750	\$18,250
Sikich (Naperville)	\$22,000	\$22,450	\$23,120
SKDO (Bourbonnais)	\$21,500	\$22,250	\$22,900

Staff recommended that Lauterbach and Amen not be used for the next round of audits. The remaining lowest proposal did not submit a list of references and our background research indicated that they conducted audits for Momence, Limestone, Cabery and Campton. Sikich and SKDO are highly referenced. SKDO did a six year audit run with Beecher 2009-2015 and Sikich is recommended by our accountant Maria Alexychuck. The committee met and discussed bringing these two names to the Village Board for consideration.

Village of Beecher

625 Dixie Highway
PO Box 1154
Beecher, Illinois 60401
Phone: 708-946-2261
Fax: 708-946-3764
www.villageofbeecher.org

**President**

Greg Szymanski

Clerk

Janett Conner

Administrator

Robert O. Barber

Trustees

Scott Wehling

Jonathon Kypuros

Marcy Meyer

Frank Basile

Stacy Mazurek

Todd Kraus

REQUEST FOR PROPOSAL THREE YEAR CONTRACT FOR AUDITING SERVICES

The Village of Beecher is accepting proposals for the conduct of its audit according to state statute and the auditing, reporting and communications standards in effect on December 30, 2018 for the fiscal years ending on April 30th for fiscal years 2018/2019, 2019/2020, and 2020/2021. In addition to the audit, a management letter to the Village Board pertaining to GAAP and internal controls is also expected. If the selected firm wishes to provide an MD+A as part of the audit, the selected firm will draft an MD+A for review and amendment by Village staff. Proposals should be in lump sum amounts for each of the fiscal years mentioned. The audit shall be presented to the Village Board at its first regular meeting in October. Copies of the audit shall be provided electronically and 20 hard copies to the Village by October 3rd of each year. The contracted firm shall provide electronic submission of the audit to the Illinois Comptroller's office upon acceptance of the audit. Any required single audits are not a part of this RFP and would be under a separate negotiated fee.

The Village has fourteen funds on its general ledger and an additional thirteen escrow or custodial accounts which are not a part of the general ledger. Accounts payable are made with transfers of funds to a central checking account for payment to vendors. Copies of the current budget, appropriation, annual treasurer report and the prior year's audit can be viewed online at www.villageofbeecher.org.

Proposals can be submitted to the attention of Robert O. Barber, Village Administrator, Village of Beecher, 625 Dixie Highway, P.O. Box 1154, Beecher, Illinois 60401. Qualifications of the firm and resume' of designated contact to be responsible for audit can also be included. Proposals must be received by January 4, 2019. The Finance and Administration Committee will review the proposals and make a recommendation to the Village Board which will make its decision prior to April 30, 2019. Any questions pertaining to this RFP can be directed to Robert Barber, Village Administrator at 708-946-2261.

AUDITOR RFP LISTING SEPTEMBER, 2018

1. Edward T. McCormick
Partner
Mueller, LLC
14300 Ravinia Avenue
Orland Park, IL 60462
2. McGladry, LLP
20 N. Martingale Road
Schaumburg, IL 60173
3. Timothy J. Gavin
Klein Hall CPA's
3973 75th Street Suite #102
Aurora, IL 60504
4. John Wysocki
GW and Associates, P.C.
311 S. Halsted Street
Chicago Heights, IL 60411
5. Crowe Horwath
1 Mid America Plaza #700
Oak Brook Terrace, IL 60181
6. Clifton Larson Allen
833 W. Lincoln Highway, Suite #315W
Schererville, IN 46375-1631
7. Sikich
1415 W. Diehl Road, Suite #400
Naperville, IL 60563
8. Matt Beran, Principal
Lauterbach and Amen, LLP
27W457 Warrenville Road
Warrenville, IL 60555
9. Baker Tilly Virchow Krause, LLC
1301 W. 22nd Street, Suite #400
Oak Brook, IL 60523
10. BKD, Ltd.
1901 S. Meyers Road, Suite #500
Oakbrook Terrace, IL 60181-5209
11. Louis G. Karrison
Karrison, LLC
1775 Legacy Circle
Naperville, IL 60563
12. Marcie Kolberg
SKDO, PC
1605 N. Convent
Bourbonnais, IL 60914
13. Borschnack Pelletier and Co.
200 E. Court St. Suite #608
Kankakee, IL 60901
14. Warady and Davis LLP
1717 Deerfield Rd., Suite #300
South Deerfield, IL 60115
15. Groskruetz, Abraham,
Eshleman and Gerretse LLC
1949 W. Court St.
Kankakee, IL 60901

Robert Barber

From: Matt Beran <mberan@lauterbachamen.com>
Sent: Friday, October 12, 2018 3:20 PM
To: bobadm@villageofbeecher.org
Subject: Audit Proposal

Hello Bob. I spoke to Brad after the Board meeting. According to Brad, he thought that it went well. If you have any feedback about the presentation, I would be happy to hear about it. Sorry again that I was not able to attend that evening.

Now that the audit is over, I am sending over a proposed audit fee schedule for the next 3 years as we discussed at the entrance conference. Basically, I am proposing to repeat the fees from the last contract again for the 3 year term. We believe the last 3 years have gone well and would really like to be able to continue the relationship that we have started.

	<u>PY Fee</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Audit	18,300	17,500	17,900	18,300

Let me know if you have any questions or would like to discuss in further detail. Have a great weekend. Look forward to talking to you soon.

Matt Beran, Partner

LAUTERBACH & AMEN, LLP
Certified Public Accountants
668 N. River Road
Naperville, Illinois 60563
Cell: 515.556.4052 | Phone: 630.393.1483
Fax: 630.393.2516
www.lauterbachamen.com

PLEASE NOTE:

Lauterbach & Amen, LLP has moved to a new address:

668 N. River Road
Naperville, IL 60563

Please update your records. All other contact information for the firm remains the same.



**PROPOSAL FOR AUDIT SERVICES
VILLAGE OF BEECHER
BEECHER, ILLINOIS**

**FOR THE YEARS ENDING
April 30, 2019 through 2021**

**SUBMITTED
DECEMBER 20, 2018**

**GROSKREUTZ, ABRAHAM,
ESHLEMAN & GERRETSE LLC
1949 WEST COURT STREET
KANKAKEE, IL 60901
(815) 933-7781**

**CONTACT PERSON
M. J. Abraham
(815) 802-3454
abe@cpa-kankakee.com**



**GROSKREUTZ
ABRAHAM
ESHLEMAN
& GERRETSE LLC**

Larry D. Groskreutz, C.P.A.
M.J. Abraham, C.P.A.
Amy Eshleman, C.P.A.
Dale L. Gerretse, C.P.A.

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

www.cpa-kankakee.com

December 20, 2018

The Village President and Board of Trustees
Attn: Robert O. Barber, Village Administrator
Village of Beecher
625 Dixie Highway
Beecher, IL 60401

We appreciate the opportunity to submit this proposal for audit services to the **Village of Beecher** (the Village) for the years ending April 30, 2019, 2020, and 2021. I have reviewed the Village's prior year audit reports, current budget and treasurer's reports on the Village's website. Based on our experience with governmental entities, I believe our Firm would be a great fit and we would develop a great working relationship. Our staff works hard to help ensure our audits are completed with the highest level of service.

In addition to years of experience in performing audits for various municipalities, our firm has made a commitment to our clients to provide the highest quality of professional services at competitive fees. We believe we achieve this commitment through the extensive involvement of our firm's partners working directly with engagement staff, through our firm's standards for continuing professional education, and through our own internal control and monitoring procedures.

Our firm is committed to all of our clients to meet timelines and fees as established in proposals and we reaffirm our commitment to meet all future time and fees requirements.

We appreciate this opportunity to present our Firm for your consideration and look forward to hearing from you soon. If our proposal meets with your approval, please sign in the space provided below and return this letter to us in the enclosed envelope. We have enclosed an extra copy for your records. If you have any questions regarding our proposal please feel free to call.

GROSKREUTZ, ABRAHAM,
ESHLEMAN & GERRETSE LLC

M.J. Abraham, CPA
Partner

MJA/rlp
Enclosure

Accepted:

VILLAGE OF BEECHER

By: _____
Village President

Village Administrator

Date: _____

1949 West Court Street
Kankakee, Illinois 60901
Phone: (815) 933-7781

999 Vanderbilt Beach Road, Suite 200
Naples, Florida 34108
Phone: (239) 593-8162

216 Hack Street
Cullom, Illinois 60929
Phone: (815) 689-2174

214 South Center Street
Forrest, Illinois 61741
Phone: (815) 657-8433

The Village President and Board of Trustees
Attn: Robert O. Barber, Village Administrator
Village of Beecher
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FIRM PROFILE

Firm Qualifications and Experience

Groskreutz, Abraham, Eshleman & Gerretse LLC (the Firm), established in 1943, is a full service public accounting firm with offices in Kankakee, Cullom and Forrest, Illinois and Naples, Florida. The Firm has a total staff of thirty, and a professional staff of twelve, including 4 partners. Our practice has been growing steadily, and we believe this growth is a result of the attentive and responsive services we provide. The proposed engagement with Village would be served by the staff from our Kankakee office.

We have extensive experience in auditing Cities, Villages and other local government entities. Some of our largest audit clients include the City of Kankakee and Kankakee Community College. Due to the size of our Firm, we utilize essentially all our professional staff periodically on our government engagements. During non-tax season, our dedicated staff members devote 70% of their time to government services. Our experience and related understanding of the audit techniques, coupled with the dedication and availability of our staff, permit us to design, perform, and complete the proposed engagement effectively and timely.

The Firm is a member of the American Institute of Certified Public Accountants Division of firms and therefore have a peer review of our system of quality control for accounting and auditing practice every three years. The Firm is committed to a continuing professional education program, which emphasizes the areas of expertise of each member of our professional staff. The Firm is required to comply with the *Government Auditing Standards* for each professional practicing in the area of governmental accounting and auditing. We are committed to follow those standards, which result in quality audit services, including continuing education for all staff of forty hours each year. As required by *Government Auditing Standards*, all governmental audit staff receives the required continuing education in the area of governmental auditing and accounting. Our policies are monitored internally, reviewed annually and certified periodically by successful independent Peer Review.

Library facilities are maintained which include current professional literature and specific information for the industries that we serve. The Firm library is also reviewed as part of the external peer review program. Through participation in activities, conferences and continuing education provided by organizations such as Illinois CPA society, AICPA, and GFOA, the Firm continues to stay abreast of all current governmental accounting and reporting issues. These practices ensure the quality of our staff over the term of engagement.

The Firm, all partners and CPA's hold licenses to practice in the State of Illinois. All licenses are in good standing. The Firm and one of its partners are licensed in Florida and also are in good standing. The Firm's CPA's are all members in good standing with Illinois CPA Society and the AICPA.

PROFESSIONAL BIOS

Partner, Supervisory and Staff Qualifications and Experience

Listed below are the staff members that will be assigned to the Village's audit. All of them are highly familiar with GFOA's requirements of the Certificate of Achievement for Excellence in Financial Reporting and are fully capable of assisting the Village in that matter if desired.

The Village President and Board of Trustees
Attn: Robert O. Barber, Village Administrator
Village of Beecher
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M. J. (Abe) Abraham, Partner, will serve as the **Engagement Partner** for the audit. Abe obtained his CPA certification in 1986 while attending Governors State University and earning a Masters of Business Administration degree with a concentration in Accounting in 1989. He is currently licensed by the State of Illinois and is a member of the American Institute of Certified Public Accountants and the Illinois CPA Society.

Abe is the engagement partner on audits of many of the Firm's largest governmental clients, not-for-profits, and employee benefit plans. Abe's educational and audit experience has been extensive in the area of governmental accounting standards. He is current with his CPE requirements, including the governmental standards for auditors. Abe also serves as a Firm resource on quality control standards and technical issues. In addition to the auditing services, Abe also specializes in accounting and taxation services for small businesses and individuals.

Dale Gerretse, Partner, will serve as the **Engagement Technical Reviewer** for the audit of the Village of Beecher. Dale received his bachelors degree in accounting from Illinois State University in 1981 and earned his CPA certification in the same year. He is currently licensed by the State of Illinois and is a member of the American Institute of Certified Public Accountants and the Illinois CPA Society.

Dale's practice focuses on auditing governmental organizations and businesses as well as tax preparation and planning. He is current with his CPE requirements, including the governmental standards for auditors. Dale has been extensively involved in the audits of several of our larger municipal clients, functioning as the partner/manager in charge of the engagements.

Dale volunteers for many community organizations. He is currently on the board of the Community Foundation of Kankakee River Valley and the Kankakee Valley Symphony Orchestra Association.

Other Staff. All our remaining staff have been with the firm 2-20 years and meet the education requirement of the Government auditing standards. We will evaluate the technical capabilities and availability of the remaining staff and will assign more staff auditors to the Village's audit as needed.

AUDIT APPROACH

Scope of Work, Reports and Other Matters

We will audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Village as of and for year ending April 30, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements, in accordance with the Auditing Standards Generally Accepted in the United States of America.

Our audit will be for the purpose of expressing an opinion on the basic financial statements, and will include such auditing procedures as considered necessary to accomplish this purpose. We will also provide an "in-relation-to" opinion on the combining and individual fund financial statements, and any other supplemental information.

The Village President and Board of Trustees
Attn: Robert O. Barber, Village Administrator
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Management of the Village is responsible for the preparation and fair presentation of the financial statements that are free from material misstatements. We will assist the Village with the preparation of the financial statements, notes and schedules.

We will obtain an understanding of the Village and its environment, obtain an understanding of the design and implementation of the Village's internal control, and inquire about fraud risks, illegal acts and compliance with laws, regulations, grants and contracts. This is accomplished by utilizing questionnaires and interviews with Village officials, management and employees as well as performing a walk-through of the Village's significant transaction classes. In each subsequent year, we will perform similar procedures to update our understanding of the Village's environment and internal control.

Our audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We will assess risks of material misstatements, design procedures and obtain evidence to support financial statement amounts and disclosures. We will design and test controls, if necessary, and test details of account balances and classes of transactions based on risk.

Upon satisfactory completion of fieldwork and internal review of our audit workpapers and audit approach we will prepare the financial statements in draft form and will provide drafts of the audit reports to the Village for review and approval before finalizing.

Certain Required Supplemental Information (RSI), such as managements' discussion and analysis, budgetary comparison schedules, pension and other post-employment benefit plan information, will accompany the basic financial statements, as required by GASB and as directed by the Village.

In addition to the audit services described above, we will also prepare the Annual Financial Report (AFR) required by the Office of the Comptroller of the State of Illinois.

COST PROPOSAL

Engagement Administration, Fees and Other

We will meet the time and report requirements of the audit as required in your RFP as follows:

- Electronic copy and 20 hard copies by October 3rd.
- Village Board presentation at its first regular meeting in October.
- Completion of AFR and electronic submission of audit to State Comptroller's office after acceptance of audit by the Village.

The Village President and Board of Trustees
Attn: Robert O. Barber, Village Administrator
Village of Beecher
December 20, 2018
Page 5

Our estimated fees for the proposed services are as follows per year:

April 30, 2019	\$17,250
April 30, 2020	17,750
April 30, 2021	18,250

Our fees are determined based on the hourly rates of the individuals to be assigned to complete the audit. It is expected that the Village will provide us adjusted trial balances and the accounting records will be submitted in an auditable condition. Our proposal also assumes that the Village staff will prepare certain schedules and analyses for us. We also anticipate their assistance in locating invoices and other documents for our examination.

Our proposal is based on the assumption that the Village does not require reporting under the Single Audit Act. A Single Audit would be necessary only if the Village expended more than \$750,000 in federal funds.

Our proposal is based upon the assumption that the various professional reporting standards and requirements remain the same each year. If these standards and requirements change for any year to the extent that significant additional work would be required, we might find it necessary to modify our fee for that year. We would discuss any proposed fee adjustments with you prior to commencing work for the year affected.

MOMENCE
LEWISTON
CABERY
CAMPBON
BOLLBONDERS PARK DISTRICT

SERVICE PROPOSAL

Auditing Services

PREPARED FOR:

VILLAGE OF BEECHER



Village of
BEECHER

SUBMITTED BY:

Sikich LLP
Anthony M. Cervini, CPA, CFE
Partner

1415 West Diehl Rd., Suite 400
Naperville, IL 60563
630.566.8400
anthony.cervini@sikich.com

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TRANSMITTAL LETTER

January 4, 2019

Mr. Robert O. Barber
Village Administrator
Village of Beecher
625 Dixie Highway, P.O. Box 1154
Beecher, Illinois 60401

Dear Mr. Barber,

Sikich is pleased to be considered for the appointment as independent auditors for the Village of Beecher. We believe that our qualifications, experience and expertise are clearly distinguishable as indicated in the following proposal. The expertise we possess in the state and local government industry is demonstrated by our clients' successes, our staff's involvement in the industry and our leadership roles in various government associations. Our clients receive the quality and timeliness only available from a firm of our caliber.

We have received the Request for Proposal and are prepared to commit the resources necessary to provide services to the Village of Beecher. We will not only perform the audit, but we will also provide governmental accounting and financial reporting expertise and technical assistance throughout the year. We understand the scope of the work to be performed and the timing requirements as specified in the Request for Proposal, and are committed to performing the specified services within that timeframe.

We appreciate the opportunity to present this proposal, which is a firm and irrevocable offer for 60 days and look forward to the possibility of serving the Village of Beecher.

Sincerely,



Anthony M. Cervini, CPA, CFE
Partner



Daniel A. Berg, CPA
Partner

EXECUTIVE SUMMARY

We know what's challenging to the Village of Beecher. Here are the strategies and solutions we recommend for you in order to face those challenges head-on and achieve success.

Thank you for considering Sikich. We appreciate the opportunity to propose for the Village of Beecher.

Sikich is one of the country's top 30 Certified Public Accounting firms and a top 10 value-added reseller of technology products, with more than 750 employees serving clients in all 50 states. Clients turn to us for their professional service needs due to our deep industry knowledge working with organizations of their size and for the caliber of service and attention we provide—especially when it comes to dedicated, experienced service teams and partner access.

DEFINING YOUR CURRENT CHALLENGES

We recognize this is a time of constant change and ever increasing accountability. The task of the Village is no longer to report financial results by long-standing standards that are widely known and commonly understood. The task in today's environment is to keep up with the ever-changing standards from GASB and the Office of Management and Budget with the new Uniform Guidance. The task is also to keep up with new reporting and accountability requirements from the state, new automated processing systems, and fringe benefit tax laws.

DEFINING YOUR BEST POSSIBLE SOLUTIONS

These ever-changing standards and accountabilities require adjusting computer systems and internal processes to adapt to the changing standards and then to report in accordance with the new standards. This shift in the environment has caused a shift in the Village's thinking about an audit firm. We understand that the Village requires a year-round partner, who will assist the Village in keeping up to date with the standards and provide assistance, when needed, on specialty topics, as well as someone who can audit to the standards. Sikich is on the leading edge of the standards as they are being developed. We also have a strong commitment to current and effective technology as our firm has a solid core of technological abilities supported by a full technology division.

DEFINING YOUR FUTURE SUCCESS

Additional details around our audit-specific capabilities are included in the next section of this document. These capabilities, in combination with our timely completion and issuance of your reports, will not only fulfill your current needs, but will undoubtedly drive stability for the Village of Beecher.

Throughout the following paragraphs, you will find summaries of each section within this proposal. We encourage you to review each section in its entirety to gain a detailed understanding of how we can help you build your bottom line and achieve success.

WHY THE VILLAGE OF BEECHER SHOULD SELECT SIKICH

Clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Specifically, Sikich offers the access to resources, decades of experience and passion for action necessary to face your challenges head-on with you.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

A crucial component to the Village of Beecher's success is working with a team completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Your engagement team is made up of senior professionals who will provide the expertise, insights and responsiveness your organization requires.

SPECIFIC AUDIT APPROACH

Our approach is always holistic, forward-thinking and customized for the Village of Beecher's specific needs. We operate in a way that provides full attention to evaluating significant areas, including those that present the greatest risk and where new opportunities for financial and operational improvement may exist.

SCOPE OF SERVICES FOR THE VILLAGE OF BEECHER

The scope of our work for the Village of Beecher is outlined in the following proposal. We want to invest in what we hope will become a long-lasting relationship with the Village of Beecher, which is why we commit to delivering the results the Village of Beecher requires. The timeline of the engagement on which we are proposing is outlined in this section.

We would be honored to call the Village of Beecher our client and look forward to working with you.

TECHNICAL PROPOSAL

STATEMENT OF INDEPENDENCE

Sikich has evaluated its independence from the Village of Beecher in accordance with generally accepted auditing standards, the Governmental Auditing Standards, 2011 revision, published by the U.S. Government Accountability Office, and the AICPA Code of Professional Conduct. Based upon our evaluation, Sikich is free of any personal and external impairment with respect to the Village of Beecher and is independent with respect to any non-attest services provided to the Village of Beecher, both in fact and in appearance to any knowledgeable third party.

LICENSE TO PRACTICE IN ILLINOIS

Sikich is a licensed Public Accountant Limited Liability Partnership in Illinois (license #066-003284). All of the partners assigned to the engagement are registered and licensed Certified Public Accountants (CPAs) in Illinois. In addition, all of the professional staff assigned to the engagement are full time staff and are either registered Certified Public Accountants or are completing the exam.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Sikich commits to providing a team of senior professionals, all of whom have unmatched expertise in the government industry.

A crucial component to the Village of Beecher's success is working with a team that is completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. The Village of Beecher will receive unparalleled levels of expertise, insights and responsiveness from a team of senior professionals who have significant experience working with government entities. Our firm offers several employee retention programs, including tuition reimbursement, CPA review and exam assistance, a computer purchase program, travel assistance and more. We have been named as a Best Place to Work for several years, both on a local and national level. We make every effort to recruit and retain quality staff. However, employee turnover is inevitable. In the event of staff turnover on the Village of Beecher engagement, we will seek the prior written approval of the Village of Beecher.

The Village of Beecher's key engagement team members will be supported by staff on the firm's government services team. Please refer to the Exhibits section on page 20 to read biographies of the Village of Beecher's engagement team.

ANTHONY M. CERVINI, CPA, CFE

ENGAGEMENT PARTNER

As engagement partner, Anthony will be responsible for the overall management of the audit. This includes developing and coordinating the overall audit plan, the in-depth review of all workpapers and the review of the Village of Beecher's annual financial report. Moreover, our firm's philosophy is to have the team leader on location during the completion of the majority of fieldwork. Therefore, Anthony will be present at the Village of Beecher's offices during both our preliminary and final fieldwork.

DANIEL A. BERG, CPA

RESOURCE PARTNER

The resource partner is responsible for providing overall technical support for the engagement as well as serving as a backup for the engagement partner.

FREDERICK G. LANTZ, CPA

QUALITY CONTROL PARTNER

The quality control partner will provide a second partner review of the audit workpapers and the Village of Beecher's annual financial report.

JASON ASKIN, CPA, MBA

SENIOR AUDIT MANAGER/DIRECTOR

As senior audit manager/director, Jason will be the Village of Beecher's secondary contact for anything related to the successful audit of your organization. Jason will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

TOM SIWICKI, CPA
SENIOR AUDIT MANAGER

As the senior audit manager, Tom will be the Village of Beecher's secondary contact for anything related to the successful audit of your organization. Tom will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

SARAH MONTANARI, CPA, MAS
AUDIT MANAGER

As the audit manager, Sarah will be another contact for anything related to the successful audit of your organization. Sarah will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

MARTHA TROTTER, CPA
AUDIT MANAGER

As the audit manager, Martha will be another contact for anything related to the successful audit of your organization. Martha will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

NICK BAVA, CPA, MAS
AUDIT MANAGER

As the audit manager, Nick will be another contact for anything related to the successful audit of your organization. Nick will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

ADDITIONAL PROFESSIONAL STAFF

Other professional staff assigned to the engagement will be full-time employees of the firm and have a minimum of one to three years of auditing experience. In addition, all professional staff assigned to government engagements meet and usually exceed the CPE requirements contained in the U.S. Government Accountability Office, Government Auditing Standards (2011). Moreover, our government staff possess a specific knowledge of local government accounting and reporting requirements and their application for local governments. This is achieved by attending at least 40 hours per year of a combination of external courses sponsored by the AICPA, ICPAS, GFOA and IGFOA, as well as internal courses.

This enables our firm to staff our governmental engagements with qualified professionals in the industry, providing valuable services to our governmental clients during the audit and throughout the year. We can assure you that our professional staff would not need any "on the job accounting or financial reporting training" by your staff. Moreover, we can assure the Village of Beecher the quality of staffing for a multi-year engagement, even if a change in personnel is required, subject to your approval.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

Following is a list of significant engagements performed last year that are similar to the engagement proposed for the Village of Beecher.

Name	Contact
Village of Crete 524 West Exchange Street Crete, IL 60417	Michael Einhorn/Maria Alexeychuk Village President/Finance Director 708.672.5431
Village of Olympia Fields 20040 Governors Highway Olympia Fields, IL 60461	Cynthia Saenz Village Administrator 708.503.8000
City of Oak Forest 15440 South Central Avenue Oak Forest, IL 60452	Colleen Julian Finance Director 708.687.4050, ext. 1003
Village of Shorewood One Towne Center Blvd Shorewood, IL 60404	Anne Burkholder Finance Director 815.741.7707
Village of Plainfield 24401 W. Lockport Street Plainfield, IL 60544	Traci Pleckham Director of Management Services 815.436.7093

SPECIFIC AUDIT APPROACH

From identifying expectations to executing a plan to preparing for next year, our approach is holistic and always forward-thinking.

For the Village of Beecher, our approach satisfies a number of requirements, including high-quality service, access to senior resources and specialization in the government industry. We strongly believe Sikich is the firm that can offer you all of these and more.

We will tailor this engagement to the Village of Beecher's specific needs—always with a view toward identifying new opportunities for financial and operational improvement. Procedures are designed to give full attention to evaluating significant areas, including those that present the greatest risk. Sikich's holistic approach will address critical compliance and risk management needs.

Before embarking on this engagement, we will make certain to have a clear understanding of your mission and strategic direction. We do this by identifying and addressing risks and helping you ensure financial strength. We strongly believe there is no such thing as too much communication, not only during the engagement, but also throughout the year.



AUDIT STANDARDS

The objective of our audit is to issue an unmodified opinion on the Village of Beecher's governmental activities, business-type activities, each major fund and the aggregate remaining fund information that collectively comprise the Village of Beecher's basic financial statements. The audit will be conducted in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, and, if necessary, generally accepted government auditing standards issued by the United States Government Accountability Office (GAO, 2011), the Single Audit Act of 1996 and the Uniform Guidance. Our firm will issue an opinion on the basic financial statements and will subject the combining and individual fund financial statements and schedules and any other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

In addition, we will apply certain limited procedures to the Required Supplementary Information. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will not audit the supplemental financial information presented in the Village's annual financial report and accordingly, will not express an opinion on the information contained in these sections.

Wherever possible, we will utilize your schedules to maximize efficiencies and contain audit costs. We request that the Village of Beecher provide us with the basic information required for our audit.

Sikich's audit approach includes, but is not limited to, the following procedures:

- Audit plan development
- Determination of materiality
- Audit risk evaluation
- Interviews with management to provide information for detailed documentation of the internal control structure
- Interviews and analysis of audit evidence to identify and assess risks that may result in material misstatement due to fraud
- Measurement of accounting presentation and compliance reporting by identifying and focusing on areas sensitive to organizations like the Village of Beecher
- Performance of testing to evaluate your organization's internal control structure
- Confirmation of various accounts, performance of substantive testing and analytical procedures
- Performance of additional testing, as necessary

PRACTICAL AND CONSTRUCTIVE MANAGEMENT LETTER COMMENTS

We believe the management letter is an important part of the engagement, and we encourage all members of our engagement team to give thoughtful consideration toward developing constructive comments within the constraints of the overall engagement. Our policies regarding management letters adhere to the Professional Standards of the AICPA. If significant deficiencies and material weaknesses in internal controls are noted during the audit, they are required to be communicated in writing to those charged with governance. Items of an immaterial nature (i.e., clerical problems, minor procedures or reporting problems, etc.) are communicated to management. In both cases, we adhere to a strict firm policy that all comments and recommendations are discussed in preliminary form with appropriate personnel prior to their communication. This allows for clarification of misunderstandings, miscommunication or compensating controls or factors which may be in place.

QUALITY CONTROL

At Sikich, we are committed to providing the highest quality audits in the industry. The Village of Beecher can be assured of receiving the highest level of quality and ethical professional services. Quality control is so important to us that our firm has been a member of the Private Companies Practice Section of the Division for CPA Firms of the AICPA since our formation in 1982. As such, we have voluntarily submitted our audit and accounting practice to quality control reviews of our compliance with professional standards as established by the AICPA and, more recently, by the United States Government Accountability Office, for more than 30 years. In 2017, we received our tenth consecutive peer review unmodified ("pass") report. This is the highest level of recognition conferred upon a public accounting firm for its quality control systems. Also, we go beyond the external reviews and maintain strong internal reviews of procedures and processes with oversight by our Quality Assurance Committee and our Partner-in-Charge of Quality Assurance. Please refer to the Exhibits section for a copy of our most recent peer review which included a review of specific government engagements since this accounts for a significant segment of our practice.

In addition, our state and local government reports have been reviewed by numerous federal and state oversight bodies and professional organizations. These reports have been judged to meet and, in most instances, exceed industry standards and requirements. Sikich has not been the subject of any disciplinary action or inquiry during the past five years. Sikich is a member of the AICPA's Governmental Audit Quality Center (GAQC), which is a firm-based voluntary membership center designed to promote the importance of quality governmental audits and the value of these audits to purchasers of government audit services. As a member of the GAQC, Sikich has access to key information and comprehensive resources that we use to help ensure our compliance with appropriate professional standards and laws and regulations that affect our audits. Through our membership in the GAQC, we also adhere to membership requirements designed to enhance the quality of our audit practice.

WHY THE VILLAGE OF BEECHER SHOULD SELECT SIKICH

Our team works devotedly with governmental entities just like yours, has the resources required to perform this engagement and is technically experienced and insightful.

As previously mentioned, clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Your challenges are our challenges, and chances are, we have successfully faced them many times before. Aside from this, here are a number of reasons how the Village of Beecher can benefit from a relationship with Sikich.

ACCESS

With Sikich, you get access to a multitude of resources that will help your organization grow today and in the future.

ACCESS TO SENIOR RESOURCES

You will gain confidence in your operations by working with a team of articulate professionals who have received the highest recognitions in their fields. To demonstrate the importance of our relationship, we pledge to provide you with unparalleled involvement from our most senior resources. Our partners are on-site during audit fieldwork and are available year-round for direct consultation as issues occur.

ACCESS TO EDUCATION

The Village of Beecher will remain abreast of regulatory changes and best organizational practices as Sikich's team receives ongoing continuing education they will directly apply to the Village of Beecher's engagement. We accomplish this by anticipating your needs based on our experience with you and your industry, and using a variety of communication channels: timely responses to your questions; informal discussions; mailings on topics of interest to you; and relevant seminars, all of which are complimentary for our clients. Past topics of thought leadership have included:

- Governmental Accounting and Financial Reporting Update
- Implementing GASB Statement No. 67, Financial Reporting for Pension Plans
- Implementing GASB Statement No. 54, Fund Balance Reporting and Government Fund Type Definitions
- Government Financial Resiliency
- Public Sector Strategic Planning
- Performance Measurement
- Payroll Reporting for Government Entities
- Employee Handbook Workshop
- Keeping the Keepers: A Guide to Employee Retention
- Identity Dos & Don'ts: Agency Branding
- Video: Web Applications
- Virtualization
- Fraud Detection and Prevention
- Technology Threats
- Not-for-profit Governance Policies and Procedures
- Unrelated Business Income Tax
- Navigating the New Form 990
- The New 990, What Every Board Member Should Know

ACCESS TO VALUE

Your organization will receive extraordinary value for Sikich's fee because we are dedicated to a customer-centric approach that includes open communication, respect and clear results. As a leader, the overall success of your organization should be the core of your focus. We're here to be your trusted advisor for those functions you can't focus on every moment, as well as for issues affecting the government industry, including new accounting pronouncements and employee benefit regulations. We understand that each client has its own unique set of needs, business practices and operating environment. Our services are tailored to the specific needs of your organization.

EXPERIENCE

Helping clients achieve long-term success is what we do. Our professionals will bring to your engagement the deep industry and service-level experience they have accumulated throughout the years.

EXPERIENCE IN YOUR INDUSTRY

Sikich's state and local government team provides services to more than 450 counties, cities, villages, towns and other local governments. Many of these have been long-standing clients and are evidence of our dedication to the state and local government industry and our ability to provide high quality, timely services within this specialized industry. These clients and related work have enabled our firm to develop an extensive nationally recognized expertise in governmental accounting, auditing and financial reporting procedures and practices.

Senior members of our government services team presently hold memberships and are actively involved in numerous governmental organizations, including:

- AICPA Government Audit Quality Center
- American Institute of Certified Public Accountants (AICPA)
- Central Association of College and University Business Officers (CACUBO)
- GFOA Special Review Committee (SRC)
- Government Finance Officers Association of Missouri (GFOA-MO)
- Government Finance Officers Association of the United States and Canada (GFOA)
- ICPAS Governmental Report Review Committees
- IGFOA Technical Accounting Review Committee
- Illinois Association of County Board Members and Commissioners (IACBMC)
- Illinois Association of Fire Protection Districts (IAFPD)
- Illinois Association of Park Districts (IAPD)
- Illinois Association of School Business Officials (IASBO)
- Illinois City/County Management Association (ILCMA)
- Illinois County Treasurers' Association (ICTA)
- Illinois CPA Society (ICPAS)
- Illinois Government Finance Officers Association (IGFOA)
- Illinois Library Association (ILA)
- Illinois Municipal Treasurers Association (IMTA)
- Illinois Parks and Recreation Association (IPRA)
- Illinois Tax Increment Association (ITIA)
- International City/County Manager's Association (ICMA)
- National Association of College and University Business Officers (NACUBO)

EXPERIENCE IN WHAT WE DO

Your Sikich engagement team is comprised of senior CPAs who have been working in the field for years. Providing high-quality audit services is second nature to each of them, which is proven through our impressive track record of helping clients succeed. This team will provide the Village of Beecher with timely completion of professional services. Moreover, members of the Sikich government services team have served as expert speakers to organizations, state GFOAs and others for formal presentations at local meetings and annual conferences on a variety of governmental accounting, auditing and financial reporting topics. We have also developed governmental accounting, auditing and financial reporting training courses for various organizations with members of our firm serving as lead instructors for the courses.

EXPERIENCE IN GOVERNMENT OPERATIONS

Because of our large, diverse client base and our ability to attract talent from a variety of professional backgrounds, Sikich has an established reputation as one of the leading providers of professional services in the Midwest to governmental entities. Our team of professionals specializes in the management, operations and financing of general purpose state and local governments, park districts, intergovernmental organizations, municipal utilities and special districts. This focus and our exemplary reputation assure the Village of Beecher the highest quality work and the most cost-effective delivery of services.

INITIATIVE

One of our strengths at Sikich is our need to be proactive. We find potential issues before you have to worry about them, because we're ready with a solution.

INITIATIVE FOR A SMOOTH TRANSITION

Your transition to Sikich will be a non-disruptive one. Anthony and Dan have directed the transition of many new clients and will bring this experience to the Village of Beecher engagement team. Your engagement team will have continuous, hands-on involvement in what we consider an important relationship with the Village of Beecher. We have many ways of achieving this transitions such as:

- Developing an agreed-upon timetable for deliverables and follow up regularly on their progress
- Utilizing concise audit programs, eliminating unnecessary audit steps and preparing audit schedules and workpapers
- Using existing client materials to the greatest extent possible, such as internal control memos and client assistance letters

INITIATIVE FOR CUSTOMIZED SOLUTIONS

One-on-one, you will receive customized solutions based on your unique needs, and only your unique needs. You will find that achieving financial stability and growth, as well as uncovering new opportunities to improve performance, is possible through the strategies that Sikich experts will recommend and on which they will educate you.

After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to the Village of Beecher, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that will benefit the Village of Beecher.

INITIATIVE FOR YOUR SATISFACTION

The Village of Beecher's success is built upon the quality services and value you feel you receive from Sikich, which is why we will continually gauge your satisfaction to enhance our relationship. At various checkpoints during the engagement, a Sikich representative will meet with you to discuss how satisfied you have been with our services, our team and the value we provide. Areas stressed during these meetings will include:

- What can we do to make our services more valuable to you?
- What specific part of our service exceeded your expectations?
- In which areas do you feel we need improvement?
- Do you feel like a valued client of the firm?
- What is your vision for the Village of Beecher?

SCOPE OF SERVICES FOR THE VILLAGE OF BEECHER

We will exceed your expectations by conducting and delivering on a high-quality engagement within your required timeline—all for a reasonable fee.

We are proposing to provide the following services to the Village of Beecher as specified in the RFP:

- Audit of basic financial statements of the Village of Beecher for the fiscal year ending April 30, 2019.
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the annual financial report (MD&A and certain supplemental data to be provided by the Village of Beecher);
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the management letter for the Village of Beecher, communicating any material weaknesses and significant deficiencies found during the audit and our recommendations for improvement;
- Preparation of five (5) copies of the Annual Financial Report (AFR) filed with the County Clerk and State Comptroller (one electronic and four bound copies);
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the Single Audit Report, if applicable;
- Preparation of Data Collection Form to be submitted to the Federal Audit Clearinghouse, if applicable
- Retain workpapers for seven (7) years in accordance with firm standards;
- Reporting to the Village Board of Trustees in accordance with Statement on Auditing Standards (SAS) No. 114, Communications with Those Charged with Governance; and
- Exit conference(s) with the Village of Beecher Officials to present the completed audit and related materials.

CLIENT SERVICE TIMELINE

EVENT	PERSON(S) ASSIGNED	TIMEFRAME							
		FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p>I. Preliminary Planning</p> <p>During this phase of the audit, we would meet with representatives of the Village of Beecher to discuss the approach we would take during the audit, focusing on areas of particular concern to the Village of Beecher as well as areas of high audit risk, and develop the time schedule for completing the subsequent phases of the audit.</p>	<p>The meeting would be attended by the engagement partner and engagement manager, if necessary.</p>								
<p>II. Preliminary Fieldwork</p> <p>During this phase of the audit, we would develop an understanding and documentation of the Village of Beecher's accounting and administrative controls using its accounting procedures manual, EDP documentation and by interviewing staff. In addition, we may perform compliance testing of those controls to determine which controls, if any, that we could rely on during later phases of the audit. Sample sizes would be determined during this phase, but generally would be between 25 and 60. Moreover, we would develop our planning materiality on an individual fund basis and complete a preliminary analytical review of the Village of Beecher's financial position as a whole.</p> <p>In addition, we would review all mi; review all ordinances adopted by the Village of Beecher during the year; review any debt agreements entered into during the year and analyze any other unique transactions entered into by the Village of Beecher; and perform our fraud interviews in accordance with Statement on Auditing Standards (SAS) No. 99. Upon completion of this phase, we would finalize all necessary confirmations the Village of Beecher will prepare; review all proposed client assisted work papers and the timing of preparation by the Village of Beecher; develop our audit programs for the next phase of the audit and review and document any changes to the Village of Beecher's AFR; and prepare the schedule for the remainder of the audit.</p>	<p>This phase would be completed by the engagement partner, engagement manager and one professional staff.</p>								
<p>III. Fieldwork</p> <p>During this phase of the audit, we would complete all of our substantive testing of the account balances and prepare the draft of the Village of Beecher's financial statements with a rough draft of the financial statements provided to the Village of Beecher at the conclusion of field work. We would also prepare the draft of the management report. In addition, an exit conference would be held with officials from the Village of Beecher to discuss the preliminary results of the fieldwork, review any proposed audit adjustments, final adjusted trial balances that agree to the financial statements and any significant findings.</p>	<p>This phase would be completed by the engagement partner, engagement manager and one to two professional staff.</p>								

EVENT	PERSON(S) ASSIGNED	TIMEFRAME							
		FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p>IV. Workpaper Review and Report Production</p> <p>During this phase of the audit, the workpapers, drafts of all financial reports and the management letter will be reviewed by the resource partner and the quality control partner. All workpapers are reviewed by the engagement partner during phase III to ensure that all necessary information is compiled during this phase to avoid imposing upon the Village of Beecher's staff after fieldwork has been completed.</p>	<p>This phase would be completed by the engagement partner, resource partner and the quality control partner.</p>								
<p>V. Drafts to the Village of Beecher</p> <p>We will deliver a preliminary draft of the AFR at the end of fieldwork. A revised draft will be delivered by the engagement partner and reviewed in-depth with representatives of the Village of Beecher within three weeks of the preliminary draft. A revised draft, if necessary, will be delivered to the Village of Beecher no later than three business days after receiving all proposed changes.</p>	<p>This phase would be completed by the engagement partner.</p>								
<p>VI. Completion of the Audit</p> <p>Upon approval of the drafts by the Village of Beecher, we will present the signed, bound copies of the comprehensive annual financial report, the management letter and the additional reports described in this proposal. The engagement partner will be available for meetings with representatives of the Village of Beecher including the Village of Beecher President, the Board of Trustees and management for formal presentations of the reports.</p>	<p>This phase would be completed by the engagement partner.</p>								
<p>VII. Support to the Village of Beecher</p> <p>Our firm does not believe that the engagement ends with the exit conference. We stress that we are available throughout the year to provide technical accounting and financial reporting assistance and support to the Village of Beecher. In addition, we constantly monitor recent events in the state and local government industry, including new pronouncements that may impact our government clients, and communicate the effect of any proposed changes throughout the year. Moreover, our letter of recommendations each year will alert the Village of Beecher to any new pronouncements that may become effective in the next one to three years, including the potential effect that the pronouncement may have on the financial position and/or changes in the financial position of the Village of Beecher.</p>	<p>This phase would be completed by the engagement partner.</p>	Ongoing							

In future years, we would develop a similar plan and timeframe with the assistance of the Village of Beecher to ensure the timely identification and resolution of any critical accounting and auditing issues prior to the issuance of our opinion and the comprehensive annual financial report. These completion dates are well within the deadlines established by the Village of Beecher. We have a proven track record of meeting and exceeding deadlines established by our clients.

IDENTIFICATION OF POTENTIAL AUDIT PROBLEMS

Our firm's approach to resolving any problems that arise during the audit is the same as our overall approach to the audit—professionalism. Professionalism in performing the audit is the cornerstone to our philosophy during all phases of the audit. Any problems encountered during the audit, except for irregularities and illegal acts, will be discussed and documented with Village Administrator. The timing of this discussion will provide the Village of Beecher with ample time to rectify any situations that may otherwise result in the issuance of a qualified audit opinion. Irregularities and illegal acts detected or of which we become aware of will be communicated in writing to Village Administrator or the appropriate level as defined in our professional standards.

Our firm's philosophy on additional fees and/or billings is based on an understanding between the firm and the client of the scope of the work to be performed. We have proposed a "not-to-exceed fee" for the audit, the scope and timing of which was specified by the Village of Beecher. The billings for the audit would not exceed this fee unless the Village of Beecher specifically requests that the scope of the engagement be expanded, and the Village of Beecher and the firm reach a mutual agreement, in writing, as to the expanded scope of the engagement and the fee, if any, for the expanded scope.

Sikich will comply with all relevant rules and regulations of authoritative bodies and the AICPA Code of Professional Conduct regarding access to our working papers and audit documentation. Reasonable requests for access will not be denied.

ADDITIONAL RESOURCES AND SERVICES

With more than a dozen services, our areas of expertise are oftentimes complementary of one another. How else can we help you meet your government's goals?

Many times, the challenges for which you enlist Sikich's help may be faced more effectively by integrating several of our services. Take a look at what we offer and talk to your engagement partner about how these services may complement what you are already seeking.

DISPUTE ADVISORY

Disputes of any kind or size can be difficult to handle on your own. For example, what would happen if you began suspecting employee fraud within your organization? A dispute advisory expert can handle every aspect, from insurance claim preparation and being the liaison with law authorities, to creating a fraud prevention program and improving your organization's internal controls.

HUMAN RESOURCES

Your people are a large part of what makes up your organization. Recruiting, training and retaining employees are vital parts of ensuring your organization continues to provide only the best for your constituency. With services such as recruiting and onboarding, compensation and compliance, employee benefits and more, you can better understand what will keep your employees happy and productive.

MARKETING

The effectiveness of your marketing efforts can make or break your organization's success. From eye-catching logos to print and digital collateral, every piece must work for an intended audience. By delivering the right stories and amplifying those messages, you will properly position your organization in the marketplace.

NOT-FOR-PROFIT SERVICES

Funding challenges, increased demand from stakeholders and changing trends and policies can make it difficult for not-for-profit organizations to reach their goals. For those common challenges and others more specific to your organization, you need a professional services partner with an industry-dedicated team to deliver the accounting, advisory and technology services that will help you work toward your mission.

PERFORMANCE-BASED STRATEGIC PLANNING

In an environment where there is increasing pressure for governments to be more efficient, effective and transparent, strategic planning allows an organization to engage stakeholders, focus on its mission, and logically establish short and long-term goals. Our approach, performance-based strategic planning, guides the organization toward its most productive activities and focuses on an institutionalized process. The strategic planning process is a true transition, where Sikich facilitates governments in:

- Developing ideals about what they aspire to
- Transforming ideals into ideas to meet goals
- Converting ideas into specific, actionable items
- Constructing performance measures

We ensure the results of strategic planning meet client expectations by filtering goals, objectives and/or strategies with the organization's internal capacity and available resources. The process of performance-based strategic planning has proven to assist governments in fulfilling the ideals of their community and accomplishing goals through measurable, reportable actions.

PROCESS IMPROVEMENT

Processes truly define organizations, but are often forgotten when seeking root causes to problems or managing more efficient and effective services. Improvements to existing processes—ranging from development review to utility billing—have the potential to decrease cycle time, increase quality and result in higher customer satisfaction. Sikich employs a customer-centric approach to process improvement by involving internal and external customers to understand and make meaningful improvements while continuing to meet their needs.

PUBLIC RELATIONS

Achieve a higher media profile, greater mindshare among your constituents and proper positioning in the marketplace with a thoughtful, research-based and integrated approach to public relations. From overall positioning to media relations, conveying the right stories to the right people is critical in an effective public relations program.

TECHNOLOGY: ERP & CRM SOLUTIONS

Your organization can better stay on track with the right enterprise resource planning (ERP) or customer relationship management (CRM) solution. Whether you are at the start of your search for a new solution or need a new partner to fix a failed implementation, you will have the freedom to explore a variety of products to identify the technology investment that will best capitalize on your potential.

TECHNOLOGY: IT SERVICES

Staying ahead of, or even simply keeping up with, continually changing and complex technology developments can be challenging. Organizational management software, cloud solutions, strategic information technology and IT consulting can all drive your organization toward increased productivity—if implemented the right way.

TECHNOLOGY: SECURITY AND COMPLIANCE

Keeping your organization safe from data breaches and other information security concerns is critical, especially given the vast number of organizations that have been compromised in the last couple of years. Understand where the vulnerabilities in your network lie by obtaining independent, unbiased and technically qualified security assessments—from penetration testing to forensic analyses.

FEE PROPOSAL**PROPOSAL COST SUMMARY**

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$ 22,000	\$ 22,450	\$ 23,120

These fees assume that the Village of Beecher will provide the auditors with electronic copies of adjusted trial balances by individual funds, a year-to-date general ledger with details of postings to all accounts, subsidiary ledgers that agree or are reconciled to the general ledger and will prepare certain schedules of account analysis and confirmations of account balances.

We want to invest in what we hope will become a long-lasting relationship with the Village of Beecher, which is why we will absorb the costs of the orientation and nonrecurring procedures required in an initial engagement. We estimate these costs to be 20% to 25% of our first year fees.

We invoice our clients on a monthly basis as services are provided. Payments for all services are due within 60 days of receipt of an invoice. Invoices not paid within 60 days are assessed a finance charge of 1 percent per month (12 percent annually).

EXHIBITS

We know you likely have many more questions for us. Take a look at the attached documents for additional information about our firm and those who will work with you.

ENGAGEMENT TEAM BIOGRAPHIES

- Anthony M. Cervini, CPA, CFE
- Daniel A. Berg, CPA
- Frederick G. Lantz, CPA
- Jason D. Askin, CPA, MBA
- Tom Siwicki, CPA
- Sarah Montanari, CPA, MAS
- Martha Trotter, CPA
- Nick Bava, CPA, MAS

SIKICH RESOURCES

STATE & LOCAL GOVERNMENT SERVICES

FIRM PROFILE

PEER REVIEW

ANTHONY M. CERVINI

CPA, CFE

Partner

Anthony M. Cervini, CPA, CFE, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, internal controls, revenue and expenditure forecasting, and cash and debt management.

Anthony has participated in hundreds of audits of municipalities and other governmental entities since beginning his career with Sikich in 2005. He also has been responsible for serving as lead instructor for governmental accounting, auditing, financial reporting, cash management and internal control courses internally and for the Illinois Government Finance Officers Association (IGFOA), Wisconsin Government Finance Officers Association (WGFOA) and Illinois CPA Society.

Anthony serves on the GFOA Special Review Committee and the Illinois CPA Society Government Report Review Committee, is a contributor to the IGFOA Legislative Committee and has served as a budget reviewer for the Government Finance Officers Association Distinguished Budget Presentation Award.

**LOCATION:**

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SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society
Government Report Review Committee – Sub-Chair (GAAP Basis Committee)
- Illinois Government Finance Officers Association
Young Professionals Network – Steering Committee
- Wisconsin Government Finance Officers Association
- GFOA Special Review Committee
- Naperville Area Humane Society, Treasurer
- PrimeGlobal Managers' Leadership Program, Cohort 2 (2015-2016)
- Greater Aurora Chamber of Commerce Leadership Academy,
Class of 2007
- Greater Aurora Chamber of Commerce Leadership Academy,
2008 Steering Committee

EDUCATION

- Bachelor's Degree in Accounting, The University of Iowa
- Master of Business Administration, Benedictine University

DANIEL A. BERG

CPA

Partner

Daniel A. Berg, CPA, is a partner on Sikich's governmental services team. With more than 35 years of experience in public accounting, Dan concentrates on all areas of accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, cash and debt management and cable television franchise agreed-upon procedures. He has participated in more than 1,100 audits of municipalities and other governmental units.

In addition to his client responsibilities, Dan has developed training materials and served as lead instructor for governmental accounting, auditing and financial reporting training courses for internal staff and external audiences, including the Illinois and Wisconsin Government Finance Officers Association, Illinois Association of Park Districts, Illinois Municipal Treasurers Association, Illinois Institute of Technology, Northern Illinois University, the Park District Risk Management Agency and various library systems.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- Illinois CPA Society
- Government Finance Officers Association, Special Review Committee
- Illinois Government Finance Officers Association
- Wisconsin Government Finance Officers Association
- Illinois Association of Park Districts

EDUCATION

- Bachelor's Degree in Accounting, Benedictine University

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FREDERICK G. LANTZ

CPA

Partner-in-Charge, Government Services

Frederick G. Lantz, CPA, is responsible for providing technical services to Sikich's clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, and cash and debt management. Prior to joining Sikich, Fred was the assistant director for the Technical Services Center of the Government Finance Officers Association of the United States and Canada (GFOA), where he was a nationally recognized expert in the state and local government industry. At GFOA, Fred was responsible for managing the Certificate of Achievement for Excellence in Financial Reporting Program, providing accounting, auditing and financial reporting assistance to state and local government officials and their auditors, and serving as a liaison to the Governmental Accounting Standards Board. Fred also developed courses and served as lead instructor for governmental accounting, auditing and financial reporting training courses. He is a nationally recognized speaker, having spoken at state GFOA and CPA Society meetings and conferences.

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SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
2014-2015 State & Local Government Expert Panel
- Illinois CPA Society
- Government Finance Officers Association, Special Review Committee
- GASB Pension Task Force
- Illinois Government Finance Officers Association
2004-2006 Executive Board of Directors, Technical Accounting Review Committee
- Wisconsin Government Finance Officers Association
- National Association of College and University Business Officers
- Central Association of College and University Business Officers
- Illinois County Treasurers' Association
- Illinois Tax Increment Association
- Illinois Municipal Treasurers Association
- Illinois City/County Management Association
- International City/County Manager's Association

EDUCATION

- Bachelor's Degree in Accounting, Northern Illinois University
- Graduate of Advanced Government Finance Institute,
University of Wisconsin at Madison

JASON D. ASKIN

CPA, MBA

Senior Audit Manager

Jason Askin, CPA, MBA, has more than 11 years of public accounting experience providing audit and accounting services for a variety of municipalities, park districts and other governmental entities. Jason currently services government audit clients in both Illinois and Wisconsin and is responsible for audit engagement planning, communication of audit matters with funding sources and governing boards, as well as report preparation and supervision of audit fieldwork teams. Jason provides clients with sound business advice to improve processes and procedures and assists clients in areas such as:

- Financial audits, reviews and compilations
- Financial statement preparation
- Internal control review and analysis
- Recommendations to improve processes and procedures
- Single audit and grant compliance

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting
- Single Audits in Accordance with Uniform Guidance

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society

EDUCATION

- Bachelor's Degree in Accounting, Northern Illinois University
- Master of Business Administration – Finance, North Central College

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THOMAS G. SIWICKI

CPA

Senior Audit Manager

Thomas G. Siwicki, CPA, is a senior audit manager at Sikich and has experience working in the public accounting industry since 2009. He provides assurance services and recommendations for improvements to local government and manufacturing and distribution clients. Tom is also responsible for managing the execution of audit engagements and supervising the audit team.

SERVICE AREAS

- Assurance and Advisory Services
- Governmental Audit, Accounting
- Governmental Financial Reporting
- Manufacturing and Distribution Services

AFFILIATIONS

- Illinois Government Finance Officers Association
- Illinois CPA Society

EDUCATION

- Bachelor of Science in Accountancy, Illinois State University
- Master of Professional Accountancy, Illinois State University

**LOCATION:****HEADQUARTERS**

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SARAH MONTANARI

CPA, MAS

Audit Manager

Sarah Montanari, CPA, MAS, is an audit senior at Sikich and has experience auditing a variety of governmental entities, with a focus on cities and villages. She is responsible for performing key audit procedures and internal control evaluations, report preparation and the supervision of audit fieldwork teams.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- Illinois Government Finance Officers Association
- Illinois CPA Society

EDUCATION

- Bachelor's Degree in Accountancy, University of Illinois, Urbana-Champaign
- Master of Accounting Science, University of Illinois, Urbana-Champaign

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MARTHA TROTTER

CPA

Audit Manager

Martha Trotter, CPA, is an audit manager at Sikich. She has been working in the public accounting industry since 2012 providing audit services for a variety of governmental entities. Martha is responsible for performing key audit procedures and internal control evaluations, report preparation and supervision of audit fieldwork teams. She also has experience working on various special projects providing accounting services for municipalities.

**SERVICE AREAS**

- Governmental Audit and Accounting
- Governmental Financial Reporting

AFFILIATIONS

- Illinois Government Finance Officers Association
- Illinois CPA Society

EDUCATION

- Bachelor of Science in Accountancy, University of Illinois

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NICK BAVA

CPA, MAS

Audit Manager

Nick Bava, CPA, MAS, is an audit manager at Sikich, where he provides assurance and advisory services to a variety of governmental entities, with a focus on cities, villages and park districts. He also works with not-for-profit entities, including colleges and social services organizations. Acting as the liaison between the client and engagement team, Nick conducts audit engagements, prepares and reviews financial statements, and assesses clients' business processes and internal control structures.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting
- Not-for-Profit Audit, Accounting

AFFILIATIONS

- Illinois Government Finance Officers Association

EDUCATION

- Bachelor's Degree in Accounting, Illinois State University
- Master of Accounting Sciences, Northern Illinois University

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GOVERNMENT

Government agencies are experiencing increasing pressure to be more effective, efficient and transparent.

As a government leader, you know how important it is to find a premier professional services partner that can strategize, plan and implement solutions to meet the goals of your organization.

WHAT CAN SIKICH DO?

- Accounting, Audit, Assurance & Tax
- Business Valuation
- Fraud Services for Governments
- ERP & CRM Software
- Human Resources Consulting
- Insurance Services
- IT Services
- Marketing & Public Relations
- Pension Fund Accounting & Consulting Services
- Retirement Planning

Whether you represent a general purpose local government or special district, Sikich will help you meet your goals by providing professional guidance in your accounting, marketing, human resources, technology and other advisory functions.

Experience unparalleled commitment and high-quality, timely services when you partner with the experts at Sikich. For more than 30 years, we have provided:

- A highly skilled staff and management team entirely dedicated to government services
- An in-depth understanding of the governmental fiscal, management, operating and regulatory environments
- Timely and cost-effective service delivery

OUR DEDICATED TEAM



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OUR EXPERT



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WHO WE SERVE

Our government clients represent a wide range of industry sectors including:

- Counties
- Cities
- Villages
- Townships
- Other Special Districts
- Pension Plans
- Park Districts
- Forest Preserve Districts
- Public Libraries
- Community Colleges
- School Districts
- Water Authorities
- Water Reclamation Districts
- State Departments and Agencies



FIRM



ORGANIZATION

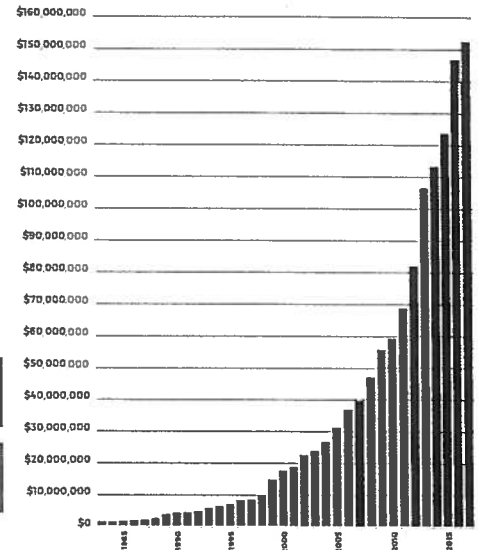
Sikich LLP, a leading professional services firm specializing in accounting, technology, investment banking* and advisory services**, has 750+ professionals throughout the country. Founded in 1982, Sikich now ranks as one of the country's Top 30 Certified Public Accounting firms and is among the top 1% of all enterprise resource planning solution partners in the world. From corporations and not-for-profits to state and local governments, Sikich clients can use a broad spectrum of services and products that help them reach long-term, strategic goals.

INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

AGRICULTURE	ENERGY	MANUFACTURING & DISTRIBUTION
CONSTRUCTION & REAL ESTATE	GOVERNMENT	NOT-FOR-PROFIT

SIKICH TOTAL REVENUES



STATISTICS

2017 Revenues\$151.9M
 Total Partners ~100
 Total Personnel 750+
Personnel count as of January 1, 2018

2018 AWARDS

- Oracle® NetSuite 5 Star Award
- Milwaukee's Best and Brightest Companies to Work For®
- Boston's Best and Brightest Companies to Work For®
- Accounting Today Top 100 Firms - ranked #28 nationally
- Chicago's Best and Brightest Companies to Work For®
- Bob Scott's Top 100 Value Added Reseller Stars (VARs) - ranked #8
- Best Places to Work in Illinois
- Microsoft Dynamics Inner Circle
- Best Places to Work in Indiana

SERVICES

ACCOUNTING, TAX & ASSURANCE

TECHNOLOGY

- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Security and Compliance

ADVISORY

- Business Succession Planning
- Insurance Services
- Forensic and Valuation Services
- Human Resources Consulting
- Investment Banking
- Marketing & Design
- Public Relations
- Retirement Plan Services
- Supply Chain
- Wealth Management

* Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC.

** Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor. Securities offered through Triad Advisors, member FINRA and SIPC. Triad Advisors and Sikich Financial are not affiliated.

2017 AWARDS

- Bob Scott's Top 100 (VARs) - ranked #7
- Milwaukee's 101 Best and Brightest Companies to Work For®
- Crain's List Chicago's Largest Privately Held Companies - ranked #234
- Accounting Today Top 100 VARs - ranked #6
- Best Places to Work in Indiana
- Boston's 101 Best and Brightest Companies to Work For®
- Vault Accounting Top Ranked
- Chicago's 101 Best and Brightest Companies to Work For®
- National Best and Brightest in Wellness
- When Work Works Award
- Milwaukee Journal Sentinel Top Workplaces in Milwaukee
- National Best and Brightest Companies to Work For
- WorldatWork Work-Life Seal of Distinction
- Chicago Tribune's Top Workplaces
- Microsoft Dynamics Inner Circle and President's Club
- Best Places to Work in Illinois

2016 AWARDS

- Accounting Today Top Regional Leaders and Firms: Great Lakes - ranked #4
- Milwaukee's 101 Best and Brightest Companies to Work For®
- Boston's 101 Best and Brightest Companies to Work For®
- Milwaukee Business Journal Largest Management Consulting Firms - ranked #10
- US Small and Mid-Sized Business (SMB) Champions Club Heartland Partner of the Year, Microsoft's US SMB Champions Club
- Milwaukee Business Journal Largest Milwaukee-Area Accounting Firms - ranked #8
- WICPA Excellence Award - Public Service Award
- Milwaukee Journal Sentinel Top Workplaces in Milwaukee
- Inc. 5000 - ranked #4613
- INSIDE Public Accounting Top 50 Largest Accounting Firms - ranked #31 nationally
- Accounting Today Top 100 VARs - ranked #7
- Bob Scott's Top 100 VARs - ranked #7

Report on the Firm's System of Quality Control

August 22, 2017

To the Partners of Sikich LLP
and the Illinois CPA Society

We have reviewed the system of quality control for the accounting and auditing practice of Sikich LLP (the firm) applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, and examinations of service organizations [SOC 1 and SOC 2 engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Sikich LLP applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Sikich LLP has received a peer review rating of *pass*.

Davis Kinard & Co., PC
Certified Public Accountants

Smith, Koelling, Dykstra & Ohm, P.C.
1605 N. Convent
Bourbonnais, Illinois 60914

Proposal for audit services for the year ending April 30, 2019
for the
Village of Beecher, Illinois

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Wayne D. Koelling
Richard S. Stenzinger
Marcie Meents Kolberg
Michael L. Stroud
Keith B. Ohm
Karen S. Hassett
Carmen M. Huizenga

Mark L. Smith
Curtis L. Dykstra
Larry K. Ohm
Vicki L. DeYoung



Smith, Koelling,
Dykstra & Ohm, P.C.
Certified Public Accountants and Advisors

1605 N. Convent
Bourbonnais, IL 60914
(815) 937-1997
Fax: (815) 935-0360
www.skdocpa.com

Beecher (708) 946-3232
Herscher (815) 426-9808
Morris (815) 942-2554
Peotone (708) 258-0300

January 2, 2019

Mr. Robert Barber
Village Administrator
625 Dixie Highway
P.O. Box 1154
Beecher, Illinois 60401

Please accept this as the letter of transmittal for the audit services for the Village of Beecher, Illinois. We appreciate the invitation to bid on the Village's audit services and for the opportunity to work with the Village again as independent auditors.

Smith, Koelling, Dykstra and Ohm, P.C. is a local firm with a strong audit team with the qualifications necessary to complete the Village's audit in a timely manner. We employ audit staff with a variety of experiences in both the public accounting and private company worlds. Two shareholders have been involved in auditing with one having over 30 years experience in auditing governmental entities while the other has over 20 years of governmental auditing experience. Our experience in the governmental industry is varied as indicated by the listing of clients and references included in this document. Our clients range in both size and in the types of services needed. They include audits under generally accepted auditing standards, audits under the "Yellow Book", and audits under the OMB Uniform Guidance.

Our understanding of the work to be completed is as follows: audit of the Village's financial statements that have been prepared under generally accepted accounting principles with supplemental information audited in relation to the basic financial statements and the preparation of the Annual Financial Report for the State of Illinois for the year ending April 30, 2019. The audit is to be conducted in accordance with generally accepted auditing standards. We would begin audit procedures in early May with the final report to be delivered by October 1, 2019. Our fee for the audit for the year ending April 30, 2019 would be \$21,500.

We believe that our performance must reflect our commitment to being a leading firm of certified public accountants in our area. We assist our clients in achieving their financial and operational objectives through timely and competent services while earning their trust and confidence. We are available to our governmental clients year-round for questions or other issues that may occur during the year.

We make a practice of assigning an audit shareholder to each governmental audit. This person will accompany the other staff to the Village to complete audit procedures and to supervise the staff. During our time spent at the Village, we look for ways to assist the Village in using best practices in the accounting area.

We would like to thank you for the opportunity to respond to your request for audit services. An engagement letter will be provided if we are chosen as the Village's auditors. We look forward to working with you in the future.

Sincerely,

A handwritten signature in black ink that reads "Marcie Meents Kolberg". The signature is written in a cursive style with a large initial 'M'.

Smith, Koelling, Dykstra & Ohm, P.C.
Marcie Meents Kolberg

Profile of the Proposer

Smith, Koelling, Dykstra & Ohm, P.C., is a locally owned firm founded in 1972 with our main office in Bourbonnais. The staff that would conduct the Village's audit would be from the Bourbonnais office. We also have a full-time office in Herscher and part-time offices in Beecher, Peotone, and Morris. Our staff complement at Bourbonnais consists of seven owners (all of whom are licensed Certified Public Accountants), one director, two managers, and fourteen staff accountants. All of the firm's accounting staff comprise of individuals who have completed a four-year degree from an accredited college or university. We strive to hire people who are dedicated to our service area so that they may grow with us and our clients.

The governmental audit team at Smith, Koelling, Dykstra and Ohm, P.C. consists of two shareholders, one senior staff accountant, three staff accountants and one administrative assistant.

Smith, Koelling, Dykstra & Ohm, P.C. is a member of the American Institute of Certified Public Accountants and the Illinois CPA Society. The services that we provide for clients are those typical of local accounting firms including audits of various industries: governmental entities including Single Audits of those entities when necessary, non-profit entities, grain elevators and for profit companies. We also provide tax planning, preparation and consultation, accounting and general ledger maintenance, business consultation, software consultations (primarily QuickBooks) and payroll reporting and preparation.

Smith, Koelling, Dykstra and Ohm, P.C. is a member of the BDO Alliance of independent, locally owned and regional accounting firms. The Alliance gives us access to resources, both nationally and internationally, to provide services to our clients.

Smith, Koelling, Dykstra & Ohm, P.C. would assign the following people to the audit.

Marcie Meents Kolberg, CPA- Shareholder

Marcie Meents Kolberg is licensed to practice in the State of Illinois and will be the shareholder in charge of the audit. Marcie is a graduate of Illinois State University, has been practicing public accounting since 1983 and has 34 years of experience auditing a number of engagements involving units of local government and nonprofit organizations. Marcie is currently responsible for the audits of the Villages of Peotone and Manteno and numerous other units of government including other villages, school districts and special purpose districts. She is also responsible for quality control responsibilities within the Firm.

Marcie served on the Herscher CUSD 2 Board of Education from 1993-2013 and served as its president from 2003 to 2013. She currently serves as the Limestone Township Supervisor. She brings a unique perspective to local governmental audits as she has been in both the role as auditor and the role of auditee.

Carmen Huizenga, CPA, Shareholder

Carmen Huizenga is a member of the Illinois CPA Society Government Report Review Committee. She will be the shareholder serving as the technical reviewer on the engagement and will assist in the supervision of staff during fieldwork. Carmen is a graduate of Northwestern College in Orange City, Iowa and has been with our firm since 1998. She has considerable experience in auditing units of local government and nonprofit organizations. Carmen is currently responsible for the audits of a number of school districts and the County of Kankakee, Illinois. Carmen serves as a staff trainer of audit and accounting issues for the Firm and serves as one of the Firm's engagement quality control reviewers. She also shares responsibility for additional quality control responsibilities within the Firm.

Senior Staff Accountant

Jackie Meils, CPA, joined our firm in July 2011 and is a graduate of Illinois State University, Bloomington, Illinois. Jackie is an integral part of our governmental audit team and assists in various capacities with our local governments and school districts.

Staff Accountants

The firm also will assign one or two staff accountants to work on this audit.

Training and Supervision

We provide our professional staff with training as required by standards and the State of Illinois. This training includes the Illinois CPA Society's annual Governmental Update and Governmental Report Reviews, audit and accounting updates, Government Finance Officers Association training on specific topics, Checkpoint Learning's Audit Watch training, Illinois Association of School Business Officials' school district auditing sessions, and various other relevant webinars and classes.

Marcie, Carmen, Jackie and one or two of the staff accountants will be at the Village during the fieldwork portion of the audit for the first year. In subsequent years, either Marcie or Carmen will be present during the fieldwork portion of the audit in order to assure the quality of staff performance.

References/Similar Engagements with Other Government Entities

Engagement: **Village of Peotone (including the audit of the Police Pension)**
Address: 208 East Main Street, Peotone, Illinois 60468
Principal Client Contact: Ms. Marcie Hamann, Treasurer
Email: treas@villageofpeotone.com
Telephone: (708) 258-3279
Date of Engagement: March 31, 1999 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Preparation of Police Pension Report for the Illinois Division of Insurance

Engagement: **Village of Manteno**
Address: 98 East Third Street, Manteno, Illinois 60950
Principal Client Contact: Mr. Chris LaRocque, Village Administrator
Email: clarocque@villageofmanteno.com
Telephone: (815) 929-4844
Date of Engagement: April 30, 2017 to present
Engagement Executives: Marcie Meents Kolberg and Carmen Huizenga
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards

Engagement: **Village of Herscher**
Address: 272 East Second Street, Herscher, Illinois 60941
Principal Client Contact: Mr. John Branz
Email: johnbranz60941@yahoo.com
Telephone: (815) 426-2131
Date of Engagement: April 30, 1997 to present
Engagement Executives: Carmen Huizenga and Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards

Engagement: **Village of Buckingham**
Address: P.O. Box 65, Buckingham, Illinois 60917
Principal Client Contact: Kati Gogolka-Delude, Village Treasurer
Email: akdelude@ymail.com
Telephone: (815) 426-2927
Date of Engagement: April 30, 1997 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards and preparation of Annual Financial Report

Engagement: **County of Kankakee, Illinois**
Address: 189 East Court Street, Kankakee, Illinois 60901
Principal Client Contact: Steve McCarty, Finance Director
Email: smccarty@k3county.net
Telephone: (815) 936-4623
Date of Engagement: November 30, 1991 to present
Engagement Executives: Marcie Meents Kolberg and Carmen Huizenga
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards, the Single Audit Act and CAFR

Engagement: **Kankakee County Emergency Telephone System Board**
Address: 2380 W. Station Street, Kankakee, Illinois 60901
Principal Client Contact: Tammy Peterson, 9-1-1 Coordinator
Email: tpeterson@k3county.net
Telephone: (815) 937-3911
Date of Engagement: November 30, 2004 to present
Engagement Executives: Carmen Huizenga and Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards and Government Audit Standards

Engagement: **Kankakee County Health Department**
Address: 2390 W. Station Street, Kankakee, Illinois 60901
Principal Client Contact: John Bevis, Administrator
Email: jbevis@kankakeehealth.org
Telephone: (815) 802-9400
Date of Engagement: November 30, 2004 to present
Engagement Executives: Carmen Huizenga and Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Limestone Township Fire Protection District**
Address: 4948 West Route 17, Kankakee, Illinois 60901
Principal Client Contact: Lyle Coffman, President
Email: LJCoffman1@gmail.com
Telephone: (815) 932-4664
Date of Engagement: May 31, 2015 to present
Engagement Executives: Carmen Huizenga and Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards

Engagement: **Bradley School District 61**
Address: 111 North Croswell Avenue, Bradley, Illinois 60915
Principal Client Contact: Dr. Scott Goselin, Superintendent
Email: sgoselin@besd61.k12.il.us
Telephone: (815) 933-3371
Date of Engagement: June 30, 2010 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Kankakee School District No. 111**
Address: 240 Warren Avenue, Kankakee, Illinois 60901
Principal Client Contact: Robert Grossi, Director of Business Services;
Dr. Genevra Walters, Superintendent
Email: Robert-Grossi@ksd111.org
Genevra-Walters@ksd111.org
Telephone: (815) 802-7752
Date of Engagement: June 30, 1997 to present
Engagement Executives: Marcie Meents Kolberg and Carmen Huizenga
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Manteno Community Unit School District No. 5**
Address: 250 North Poplar Street, Manteno, Illinois 60915
Principal Client Contact: Lisa Harrod, Superintendent, and Jacob Emerson, Finance Director
Email: lharrod@manteno5.org
jemerson@manteno5.org
Telephone: (815) 928-7000
Date of Engagement: June 30, 1997 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Kankakee Area Special Education Cooperative**
Address: P.O. Box 71, St. Anne, Illinois 60964
Principal Client Contact: Debra Quain, Director
Email: quaind@kasec.org
Telephone: (815) 422-4151
Date of Engagement: June 30, 1996 to present
Engagement Executives: Carmen Huizenga and Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Momence Community Unit School District #1**
Address: 415 North Dixie Highway, Momence, Illinois 60954
Principal Client Contact: Gary Miller, Superintendent
Email: gmliller@mcusd1.net
Telephone: (815) 472-3501
Date of Engagement: June 30, 2008 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards, Government Audit Standards and the Single Audit Act

Engagement: **Bradley Public Library**
Address: 296 North Fulton Avenue, Bradley, Illinois 60915
Principal Client Contact: Jodi Depatis
Email: jdepatis@bradleylibrary.org
Telephone: (815) 932-6245
Date of Engagement: June 30, 2006 to present
Engagement Executives: Marcie Meents Kolberg
Scope of Work: Audit of Financial Statements in Accordance with Generally Accepted Auditing Standards

Fees and Billings

Our fees, including expenses, for the services described in the RFP will not exceed \$21,500 for the year ended April 30, 2019. Fees for the following two years would be: \$22,250 and \$22,900.

The following conditions would give rise to possible adjustment in our maximum fee quote, or would result in services provided at our hourly rates.

- Evidence of fraud or irregularities that would necessitate increasing the scope of our audit procedures.
- Significant changes in the control structure, including computer software, having a significant effect on the manner in which transactions are approved and processed
- Significant change in the chart of accounts currently in use
- Major changes to reporting requirements promulgated by standard setting bodies requiring either significant report changes or audit procedures.
- Changes in the complement of funds or component units included in the Village's financial statements that would increase the audit scope.
- Meetings with the Board and Finance Committee exceeding one each.
- Prior period restatements of the financial statements as of April 30, 2018

Communication of potential fee increases is usually determined by the nature of the issue giving rise to the potential fee adjustment. Scope changes would likely be known by Village officials, and therefore would be incorporated in annual engagement contracts. Regulatory changes requiring additional time would be communicated when they are known to have a future effect, whether it be the current or future years. Conditions in the conduct of the audit that may give rise to additional procedures would be communicated immediately before they are undertaken, and fee arrangements would be resolved at that time. An example of this type of change would be learning during the course of the audit that the receipt of federal or state funds requires additional procedures and/or reports.

Peer Review

We have attached a copy of our most recent peer review report from May, Cocagne & King, P.C for the year ended April 30, 2017. Our firm received a peer review rating of pass on our system of quality control for our accounting and auditing practice in effect for the year ended April 30, 2017.



May, Cocagne & King, P.C.

Certified Public Accountants and Consultants

1353 E. MOUND ROAD, SUITE 300 DECATUR, ILLINOIS 62526-9344 217/875-2655 FAX 217/875-1660

ANDREW D. THOMAS
HELGA J. TOWLER
WILLIAM R. MOSS
CATHERINE J. MANSUR
STEVEN R. GROHNE
MARK S. WOOD
CHRISTIE K. STINSON
CRAIG T. NEGANGARD
DAVID S. BROWN

Report on the Firm's System of Quality Control

To the Shareholders of
Smith, Koelling, Dykstra & Ohm, P.C.
and the Peer Review Committee of the
Illinois CPA Society

We have reviewed the system of quality control for the accounting and auditing practice of Smith, Koelling, Dykstra & Ohm, P.C. (the firm) in effect for the year ended April 30, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including the compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Page 2

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Smith, Koelling, Dykstra & Ohm, P.C. in effect for the year ended April 30, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Smith, Koelling, Dykstra & Ohm, P.C. has received a peer review rating of pass.

May. Cooney & King, PC

August 30, 2017

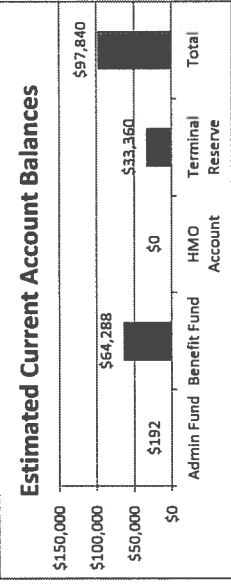
Village of Beecher
IPBC Financial Summary
July 2018 Through June 2019 Plan Year
Data Through November 30, 2018



Account Summary

Account	Estimated Account Balance as of 6/30/18	Transfers/Withdrawals Plan Year To Date	Estimated Gain/(Loss) Plan Year To Date	Estimated Account Balance as of 11/30/18	Fund Balance Requirements
Admin Fund	\$192	\$0	\$0	\$192	\$92
Benefit Fund	\$78,239	\$0	(\$13,951)	\$64,288	\$40,536
HMO Account	\$0	\$0	\$0	\$0	N/A
Terminal Reserve	\$33,360	\$0	(\$0)	\$33,360	N/A
Total	\$111,791	\$0	(\$13,951)	\$97,840	\$40,627

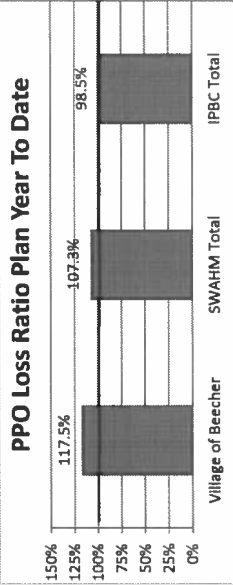
- > The estimated gain/loss numbers are unaudited and subject to change.
- > An estimate of the change in IBNR has been included in the above numbers.
- > The estimated gain/loss and account balances are calculated for each subpool member based on their percentage of total subpool funding.



PPO Experience Summary

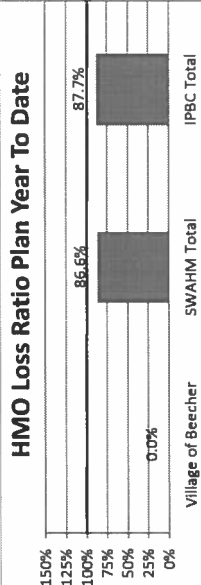
Category	Village of Beecher	SWAHM Total	IPBC Total
Average Monthly Enrollment	23	555	11,610
PPO Loss Ratio	117.5%	107.3%	98.5%
PPO Funding Variance	(\$23,881)	(\$251,976)	\$1,230,387
PEPM Banded Layer Claim Cost (\$35k - \$125k)*	\$226.16	\$175.77	\$167.46
# of Claims In Banded Layer	1	18	307

*PEPM = Per Employee Per Month



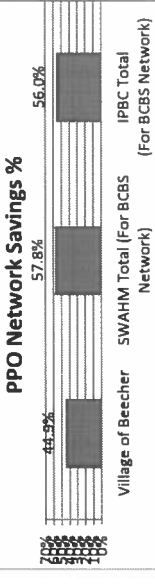
HMO Experience Summary

Category	Village of Beecher	SWAHM Total	IPBC Total
Average Monthly Enrollment	0	248	5,553
HMO Loss Ratio	0.0%	86.6%	87.7%
HMO Surplus/(Deficit)	(\$3,620)	\$219,727	\$3,920,482
Reallocated Surplus/(Deficit)	\$0	\$203,323	\$3,925,560



PPO Network Summary

Category	Village of Beecher	SWAHM Total (For BCBS Network)	IPBC Total (For BCBS Network)
Network Savings %	44.9%	57.8%	56.0%
Network Utilization %	100.0%	97.2%	99.0%



This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.



January 18, 2019

The Honorable Janett Connor
Village Clerk
Village of Beecher
625 Dixie Highway
Beecher, IL 60401

Re: Comcast Annual Report

Dear Ms. Connor:

On behalf of Comcast I present the 2018 Annual Report. This report is being submitted pursuant to the Cable and Video Customer Protection Law (220 ILCS 5/22). Comcast is committed to providing a best in class experience for our customers. In pursuit of this goal, we continuously introduce new features and technologies that provide our customers with more convenient options to review, adjust or monitor their services, engage directly and efficiently with customer support, visit an Xfinity retail store and participate in community investment activities where our team members live and work.

For those customers interested in conducting business in person, we continue to expand our retail footprint. Xfinity Stores allow customers to interact and experience all of the features of Comcast's products, while obtaining personalized service. The Xfinity Stores have convenient hours and are open 7 days a week. Our expansion will continue in 2019.

For those customers interested in digital communications, we've streamlined the design and enhanced the functionality of the iOS and Android based My Account App. Each improvement has been designed to provide more choice, access and personal control over the products and services in the home. Utilizing the My Account App on mobile or desktop devices allows our customers to:

- Schedule, view or manage appointments.
- Monitor technician's estimated time of arrival.
- Assess equipment and network status and restart devices.
- Upgrade or change services
- Review and pay bills
- Change WiFi network names and passwords
- Enable or disable home WiFi hotspots
- Establish and manage parental controls
- Program a remote
- Request a call back for a convenient time

And, for customers interested in voice or paper communications, we continue to enhance customer engagement with our call centers and have increased staffing in our locally based facilities. Perhaps most importantly, we introduced a redesigned customer bill, to make them simpler, clearer and easier to understand.

We're continuing to invest in our network and our products, to deliver more of the services that customers want, including: one (1) million Xfinity WiFi hotspots in Illinois; more video choices and interactivity features; personalization tools to provide customers with information on their account and services; and faster Internet speeds to all serviceable homes and small businesses. In 2018, we announced the addition of Amazon Prime programming to the X1 platform. Netflix, You Tube, Pandora and Sling International are also available through the X1 apps.

Comcast remains a local company at heart – with thousands of employees throughout Illinois. We give back to our communities by providing access to innovative technology to those who might not otherwise have it, by mobilizing our employees to volunteer, partnering with leading national and local nonprofit organizations, and by giving financial support. We focus our efforts on expanding digital literacy, promoting community service and building tomorrow's leaders.

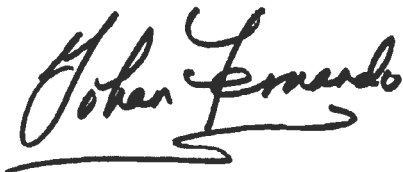
The Internet Essentials program, founded by Comcast in 2011, continues to provide affordable internet to qualifying limited income families. In 2018, we expanded eligibility to include low-income veterans. There are more than 130,000 qualifying veterans in the state of Illinois who will have the opportunity to receive the transformative power of the Internet through Internet Essentials.

Comcast is proud of our investments in the customer experience and the community, and we remain committed to our customers and employees across the state. Detailed below, for your review, is the annual customer complaint report as required by state statute.

<u>Type of Complaint</u>	<u>Total</u>
Billing, Charges, Refunds and Credits	34
Installation or Termination of Service	2
Quality of Service or Repair	17
Programming	0
Miscellaneous	0
Total	<u>53</u>

If you have any questions or would like additional information, please feel free to contact me at (224) 229-4564.

Sincerely,



Yohan Fernando
Senior Manager of Government Affairs

BUILDING PERMITS - DECEMBER 2018

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
146-18-09E	Children's Plus	1375 Dutch American	12/10/2018	Electric upgrade	\$65.00	\$10,000.00
147-18-12B	Finn	1344 Crooked Creek	12/19/2018	Fence	\$60.00	\$9,632.00
MONTHLY TOTALS					\$125.00	\$19,632.00

TOTAL BUILDING PERMITS - 2018

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
001-18-01B	Halbe	255 Timbers Bluff	01/10/2018	Roof	\$55.00	\$13,398.00
002-18-01B	Smith	230 Pelicans	01/26/2018	Roof	\$55.00	\$8,499.00
003-18-02BEPH	Baumgartner	1121 Dixie Hwy. - #3	02/05/2018	Remodel-Dunkin'	\$498.04	\$20,000.00
004-18-02BEPH	Baumgartner	1121 Dixie Hwy. - #2	02/09/2018	Remodel-Subway	\$442.66	\$10,000.00
005-18-02BEPH	Olthof Homes	311 Camden	02/26/2018	New home**	\$3,963.50	\$126,087.00
006-18-02BEPH	Castletown	382 Tramore	02/28/2018	New home**	\$2,416.20	\$140,000.00
007-18-02BEPH	Castletown	392 Tramore	02/28/2018	New home**	\$2,265.40	\$130,000.00
008-18-03BEPH	Childrens Plus	1375 Dutch American	03/14/2018	Foundation	\$2,870.12	\$260,000.00
009-18-03B	Radtke	610 Orchard	03/14/2018	Fence	\$60.00	\$4,700.00
010-18-03B	Henderson	644 W. Indiana	03/30/2018	Foundation repairs	\$120.00	\$10,000.00
011-18-04B	Scaccia	270 Hunters	04/05/2018	Fence	\$60.00	\$7,300.00
012-18-04E	Coats	508 Gould	04/05/2018	Generator	\$65.00	\$2,800.00
013-18-04B	Morgan	644 Orchard	04/05/2018	Roof	\$55.00	\$4,200.00
014-18-04BEPH	Olthof Homes	276 Bucksport	04/17/2018	New home	\$4,128.00	\$142,515.00
015-18-04B	Bonet	516 Highlington	04/17/2018	Roof	\$55.00	\$10,780.00
016-18-04B	VanHoutegan	256 Timbers Bluff	04/17/2018	Fence	\$60.00	\$4,400.00
017-18-04B	Kent	276 Quail Hollow	04/17/2018	Fence	\$60.00	\$8,585.00
018-18-04P	Brown	432 Orchard	04/20/2018	Expanding shower	\$75.00	\$3,500.00
019-18-04B	Roper	602 Hodges	04/24/2018	Roof	\$55.00	\$6,380.00
020-18-04B	Rooney	634 Catalpa	04/27/2018	Fence	\$60.00	\$4,900.00
021-18-04B	Shadden	298 Monhegan	04/30/2018	Asphalt driveway	\$55.00	\$3,800.00
022-18-04BEH	Kerr	1516 Saddle Run	04/30/2018	Pool & heater	\$205.00	\$7,742.00
023-18-04P	Novak	271 Orchard	05/03/2018	Irrigation	\$75.00	\$3,400.00
024-18-05BE	McDannel	431 Saddle Run	05/03/2018	Pool	\$145.00	\$8,000.00
025-18-05B	Stimach	622 Elliott	05/08/2018	Shed	\$70.00	\$3,200.00
026-18-05B	Bacon	903 Indiana	05/08/2018	Pergola	\$91.60	\$2,500.00
027-18-04B	Dykstra	420 Maxwell	05/09/2018	Waterproof foundation	\$85.00	\$6,000.00
028-18-05BE	Dunkin Donuts	1121 S. Dixie	05/11/2018	Menu board sign	\$130.00	\$4,800.00
029-18-05B	Dunkin Donuts	1121 S. Dixie	05/11/2018	Wall signs	\$70.00	\$3,100.00
030-18-05B	Reilly	323 Miller	05/14/2018	Asphalt pad	\$55.00	\$1,500.00

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
031-18-05B	Zarlengo	1743 Monhegan	05/14/2018	Driveway addition	\$55.00	\$2,800.00
032-18-05B	Wehling	609 W. Indiana	05/15/2018	Fence	\$60.00	\$6,000.00
033-18-05BE	Shine	642 Catalpa	05/16/2018	Pool	\$145.00	\$6,000.00
034-18-05E	Prairie Crossings	284 Maple	05/16/2018	Aerator electric	\$65.00	\$2,000.00
035-18-05B	Kolosh	1580 Somersset	05/17/2018	Fence	\$60.00	\$10,390.00
036-18-05B	Riechers	638 Elm	05/18/2018	Shed	\$70.00	\$3,236.00
037-18-05B	Boguslawski	723 Reed	05/21/2018	Fence	\$60.00	\$2,930.00
038-18-05B	Cyrkiel	453 Orchard	05/21/2018	Fence	\$60.00	\$2,300.00
039-18-05BEPH	Castletown	1547 Somersset	05/23/2018	New home**	\$2,390.20	\$140,000.00
040-18-05P	Buddys	613 Dixie	05/23/2018	Process water lines	\$75.00	\$1,270.00
041-18-05B	Barkus	505 Gould	05/24/2018	Roof	\$55.00	\$19,000.00
042-18-05B	Nellegar	311 Pine	05/29/2018	Fence	\$60.00	\$5,895.00
043-18-05B	Vanek	731 Dunbar	05/29/2018	Concrete Patio	\$70.00	\$1,000.00
044-18-05B	Conteras	1429 Crooked Creek	05/29/2018	Portable pool	\$85.00	\$300.00
045-18-05B	Stonewall	525 Meadow	05/30/2018	Roof	\$55.00	\$11,500.00
046-18-05B	Wortel	542 Orchard	06/01/2018	Roof	\$55.00	\$9,500.00
047-18-06B	Jaworski	305 Hunters	06/04/2018	Fence	\$60.00	\$6,900.00
048-18-06B	Borgman	260 Quail Hollow	06/05/2018	Fence	\$60.00	\$1,500.00
049-18-05B	Zubi	412 Orchard	06/05/2018	Fence	\$60.00	\$3,620.00
050-18-06B	Vassas	525 Chestnut	06/06/2018	Shed	\$70.00	\$1,756.00
051-18-06BE	Schwartz	453 Pasadena	06/06/2018	Pool	\$145.00	\$5,000.00
052-18-06B	Cook	635 Oak Park	06/06/2018	Roof	\$55.00	\$30,000.00
053-18-06B	Stimach	622 Elliott	06/07/2018	Fence	\$60.00	\$5,425.00
054-18-06BE	Galvin	284 Maple	06/08/2018	Pool	\$145.00	\$9,000.00
055-18-06BEP	Prinz	261 Orchard	06/08/2018	Pool with heater	\$205.00	\$8,000.00
056-18-06B	Young	29930 Trim Creek	06/13/2018	Roof	\$55.00	\$14,500.00
057-18-06B	HSR Properties	1378-1384 Fox Hound	06/14/2018	4-unit roof	\$169.00	\$14,412.00
058-18-06B	HSR Properties	1402-1408 Fox Hound	06/14/2018	4-unit roof	\$169.00	\$14,412.00
059-18-06B	HSR Properties	1440-1446 Fox Hound	06/14/2018	4-unit roof	\$169.00	\$14,412.00
060-18-06B	Zigterma	614 Country	06/14/2018	Asphalt	\$55.00	\$2,500.00
061-18-06B	Prinz	261 Orchard	06/18/2018	Deck	\$218.56	\$39,450.00
062-18-06B	Pryor	1083 Hawthorne	06/19/2018	Deck & Pergola	\$76.64	\$22,000.00
063-18-06B	Schwartz	453 Pasadena	06/21/2018	Deck	\$70.00	\$6,500.00
064-18-06B	Kostner	261 Hunters	06/22/2018	Roof	\$55.00	\$4,200.00
065-18-06BE	Totos	263 Woodbridge	06/22/2018	Pool	\$145.00	\$3,600.00
066-18-06BE	Holman	639 Catalpa	06/22/2018	Pool	\$145.00	\$1,000.00

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
067-18-06B	Falascchetti	320 Maple	06/25/2018	Replace/widen drive	\$55.00	\$6,000.00
068-18-06BEPH	Mead	335 Orchard	06/26/2018	New home	\$2,664.50	\$243,000.00
069-18-06B	Bruno	29911 Trim Creek Lane	06/26/2018	Fence	\$60.00	\$5,300.00
070-18-06B	Oldenburg	411 Tramore	06/27/2018	Fence	\$60.00	\$6,040.00
071-18-06B	Tamme	1416 Rolling Pass	06/27/2018	Pool	\$85.00	\$6,000.00
072-18-06B	Martens	277 Woodbridge	06/29/2018	Roof	\$55.00	\$2,000.00
073-18-07B	Janssen	417 Woodward	07/06/2018	Roof	\$55.00	\$6,560.00
074-18-07P	Knuth	618 Dixie	07/06/2018	Plumbing	\$185.00	\$3,000.00
075-18-07B	Sluka	618 Gould	07/10/2018	Fence	waived	\$5,000.00
076-18-07B	VanderMey	441 Tramore	07/11/2018	Fence	\$60.00	\$7,786.00
077-18-07BEPH	Castletown	1554 Somerset	07/16/2018	New home**	\$2,395.80	\$145,000.00
078-18-07BEPH	Castletown	412 Tramore	07/16/2018	New home**	\$2,337.80	\$140,000.00
079-18-07B	Pieczynski	410 W. Indiana	07/16/2018	Roof	\$55.00	\$12,000.00
080-18-07B	Tronjo	508 Chestnut	07/16/2018	Roof	\$55.00	\$7,500.00
081-18-07B	Majewski	412 Pasadena	07/16/2018	Shed	\$70.00	\$1,100.00
082-18-07B	Jennings	295 Maple	07/17/2018	Concrete Patio	\$70.00	\$6,700.00
083-18-07B	Moody	638 Catalpa	07/18/2018	Fence	\$60.00	\$3,175.00
084-18-07BE	Blumenthal	302 Merrimack	07/19/2018	Pool	\$145.00	\$4,500.00
085-18-07B	VanderMey	441 Tramore	07/20/2018	Deck	\$70.00	\$2,190.00
086-18-07BEPH	Oithof Homes	1997 Cutler	07/23/2018	New home**	\$3,902.50	\$118,135.00
087-18-07B	Lee	1581 Mallards Cove	07/23/2018	Roof	\$55.00	\$5,000.00
088-18-07B	Galvin	284 Maple	07/24/2018	Deck	\$151.00	\$10,000.00
089-18-07B	Szczesny	626 Indiana	07/24/2018	Fence	\$60.00	\$2,200.00
090-18-07B	Vandermark	519 Melrose	07/25/2018	Roof	\$55.00	\$6,885.00
091-18-07B	Mouritzen	639 Country	07/26/2018	Fence	\$60.00	\$3,087.00
092-18-07B	Graefen	1364 Crooked Creek	07/31/2018	Roof	\$55.00	\$12,754.00
093-18-08B	Kuhlman	532 Melrose	08/01/2018	Shed	\$70.00	\$2,400.00
094-18-08B	Bugajski	1394 Crooked Creek	08/01/2018	Deck	\$83.44	\$11,000.00
095-18-08B	Karpus	251 Fairway	08/02/2018	Roof	\$55.00	\$10,480.00
096-18-08B	Dewane	112 Bald Eagle	08/03/2018	Roof	\$55.00	\$15,027.00
097-18-08B	Crosby	711 Miller	08/03/2018	Roof	\$55.00	\$23,019.00
098-18-08B	Frejek	319 Mallards Cove	08/03/2018	Roof	\$55.00	\$16,024.00
099-18-08B	Tamme	1416 Rolling Pass	08/08/2018	Fence	\$60.00	\$9,197.00
100-18-08B	Jensen	30112-30116 Autumn	08/08/2018	2-unit roof	\$136.00	\$11,000.00
101-18-08B	Jensen	30097-30099 Autumn	08/08/2018	2-unit roof	\$136.00	\$11,000.00
102-18-08B	Michalesko	1479 Crooked Creek	08/09/2018	Roof	\$55.00	\$6,000.00

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
103-18-08B	Koontz	29851 Blue Heron	08/09/2018	Deck & concrete patio	\$86.50	\$10,500.00
104-18-08B	Gummalauski	268 Castine	08/13/2018	Concrete Patio	\$137.57	\$8,721.00
105-18-08BEPH	Olthof Homes	301 Camden	08/15/2018	New home**	\$3,902.50	\$143,195.00
106-18-08BE	Stout	266 Timbers Bluff	08/15/2018	Pool	\$145.00	\$5,500.00
107-18-08BE	Kolosh	1580 Somerset	08/20/2018	Pool	\$145.00	\$6,500.00
108-18-08BEPH	Olthof Homes	307 Camden	08/21/2018	New home**	\$3,719.00	\$133,860.00
109-18-08B	Steunkel	528 Catalpa	08/22/2018	Roof	\$55.00	\$8,500.00
110-18-08B	Urban	407 Prairie	08/23/2018	Roof	\$55.00	\$7,680.00
111-18-08B	Carraro	1661 Mallards	08/23/2018	Roof	\$55.00	\$8,100.00
112-18-08B	Valdarchi	1454 Crooked Creek	08/24/2018	Fence	\$60.00	\$7,450.00
113-18-08B	Bacon	915 Penfield	08/31/2018	Fence	\$60.00	\$1,000.00
114-18-08B	Nicolic	523 Country	09/05/2018	Roof	\$55.00	\$9,000.00
115-18-08B	McDermott	255 Hunters	09/05/2018	Roof	\$55.00	\$5,000.00
116-18-08B	Freddie Mac	950 Penfield	09/06/2018	Garage Roof	\$55.00	\$2,600.00
117-18-09B	Karczewski	637 Elm	09/06/2018	Move door/window	\$85.00	\$2,000.00
118-18-07BE	Zion Lutheran	540 Oak Park	09/07/2018	Covered canopy	\$365.89	\$160,000.00
119-18-09B	Becker's Automotive	525 Dixie	09/11/2018	Roof	\$140.00	\$10,000.00
120-18-09B	O'Neil	62 Bald Eagle	09/14/2018	Fence	\$60.00	\$8,900.00
121-18-09B	O'Neil	62 Bald Eagle	09/14/2018	Concrete patio	\$83.95	\$10,950.00
122-18-09B	Kheros	834 Catalpa	09/14/2018	Concrete patio	\$70.00	\$1,512.00
123-18-09B	Stout	266 Timbers Bluff	09/14/2018	Pool deck	\$70.00	\$1,700.00
124-18-09E	Hoehn	514 Melrose	09/18/2018	Generator	\$65.00	\$3,000.00
125-18-09B	O'Neil	62 Bald Eagle	09/27/2018	Shed	\$70.00	\$2,100.00
126-18-06B	Paterimos	1046 Catalpa	10/03/2018	Fence & Pool	\$200.00	\$8,500.00
127-18-10B	Shroyer	528 Penfield	10/03/2018	Fence	\$60.00	\$5,000.00
128-18-10B	Letterer	721 Block	10/03/2018	Shed	\$70.00	\$489.00
129-18-10B	Mager	828 Catalpa	10/04/2018	Shed	\$70.00	\$4,500.00
130-18-10B	D'Anna	290 Hunters	10/04/2018	Fence	\$60.00	\$4,300.00
131-18-10B	Lewis	291 Spring Cove	10/04/2018	Fence	\$60.00	\$5,330.00
132-18-10B	Lewis	504 Highlington	10/09/2018	Handicap ramp	\$70.00	\$800.00
133-18-10B	Stimach	923 Penfield	10/09/2018	Porch roof repair	\$55.00	\$5,600.00
134-18-10B	Sikora	251 Orchard	10/10/2018	Roof	\$55.00	\$19,975.00
135-18-10B	Bozarch	1897 Merrimack	10/12/2018	Generator	\$65.00	\$6,000.00
136-18-10B	Schiemann	261 Timbers Bluff	10/16/2018	Roof	\$55.00	\$14,000.00
137-1810B	Czyzniejewski	515 Elm	10/26/2018	Fence	\$60.00	\$400.00
138-18-10B	Borgman	1369 Crooked Creek	10/29/2018	Roof	\$55.00	\$9,000.00

PERMIT #	OWNER NAME	ADDRESS	DATE	DESCRIPTION	COST	VALUE
139-18-10BEPH	Castletown	402 Tramore	10/30/2018	New Home**	\$2,416.20	\$150,000.00
140-18-10B	Kramer	1439 Crooked Creek	10/31/2018	Roof	\$55.00	\$12,380.00
141-18-11B	Peterson	532 Willow	11/06/2018	Roof	\$55.00	\$12,000.00
142-18-11B	Koppers	265 Quail Hollow	11/08/2018	Roof	\$55.00	\$5,000.00
143-18-11B	Egenlauf	280 Hunters	11/09/2018	Roof	\$55.00	\$13,739.00
144-18-11B	Bozarth	1897 Merrimack	11/13/2018	Fence	\$60.00	\$6,900.00
145-18-11B	Garcia	265 Woodbridge	11/14/2018	Roof	\$55.00	\$14,093.00
146-18-09E	Children's Plus	1375 Dutch American	12/10/2018	Electric upgrade	\$65.00	\$10,000.00
147-18-12B	Finn	1344 Crooked Creek	12/19/2018	Fence	\$60.00	\$9,632.00

**Water/sewer deferred

TOTALS

\$51,051.57	\$3,155,859.00
Total Permit Cost	Total Construction Value

Number of New Home Permits in 2018: 12
Number of Misc. Permits in 2018: 135
Total Number of Permits in 2018: 147

2018 CONTRACTORS

11 General Contractors	\$150/each
172 Sub-Contractors	\$100/each
TOTAL	<u>\$18,850.00</u>



Village of Beecher

Police Department

TO: Mayor and Village Board
Re: Monthly Report-December, 2018
From: Chief Gregory D. Smith

- **Community Contacts:**

- Beecher Police, Public Officials and BFPD participated in "Shop with a Hero". Thank you to all who participated, we definitely made it a special Christmas for the families in attendance.
- Beecher Police participated with Bingo for the residence of Beacher Manner.

- **Meetings, Training & Conferences:**

- Chief Smith attended a meeting with the School Board President and Superintendent to discuss having a SRO in the schools.
- Chief Smith and Lieutenant Emerson met with BFPD personnel to discuss the upcoming intruder/RTF Drill.
- Two of our police candidates took their physical agility, polygraph and psychological exam. Currently there is only one academy slot available. PPO Rodriguez has been selected to attend the part-time academy starting January 5, 2109.
- Chief Smith attended the administrative tow hearings in Peotone.

- **Code Enforcement: See attached Report**

Gregory D, Smith
Chief of Police

Police Department Traffic Report									
				Current Total	Aggregate Total				
Driving under the influence of alcohol/drugs				1	20				
Driving with bac over .08				0	6				
Driving under the influence of drugs in urine				0	0				
Illegal transportation of alcohol				1	6				
Suspended registration				0	3				
Improper display of registration				0	2				
Improper use of registration				0	2				
Operation of uninsured motor vehicle				1	62				
No valid registration				0	51				
No valid drivers license				0	18				
Driving while license suspended or revoked				2	41				
Speeding				8	138				
Disobey traffic control device				1	19				
Seat belt violation				0	3				
Improper lane usage				2	32				
Improper passing				0	1				
Truck violation (size/weight/load)				0	122				
	Overweight		0						
	Overweight / registration		0						
	Overwidth / Overlength		0						
	No safety test		0						
	Permit Violation		0						
	No valid CDL		0						
Equipment violation				0	50				
Fail to yield - emergency vehicle				0	0				
Cell Phone Violation				0	2				
All others				1	22				
Total tickets				17	600				
Total violators				12	458				
Demographic Breakdown									
M/W	4	34%	209	45%	F/W	1	8%	66	14%
M/B	0	0%	53	11%	F/B	1	8%	12	4%
M/Hispanic	5	42%	100	21%	F/Hispanic	1	8%	14	3%
M/Other	0	0%	2	1%	F/Other	0	0%	2	1%
Total by Race									
Total White	5	42%	275	60%					
Total Black	1	8%	65	14%					
Total Hispanic	6	50%	114	25%					
Total Other	0	0%	4	1%					

December 2018 Tickets

Officer	Warnings	Citations	CL-Tickets	P-tickets	Compromise	Total
107	1	0	0	1	0	2
108	2	0	0	1	0	3
114	9	1	0	0	0	10
117	0	0	0	2	1	3
126	17	3	0	1	0	21
129	0	2	0	2	0	4
143	4	1	0	0	1	6
148	10	0	0	1	0	11
154	4	4	0	0	0	8
157	0	5	0	0	0	5
165	6	1	0	1	0	8
Totals	53	17	0	9	2	81

Beecher Police Department

Case Report Summary

12/1/2018 12:00:00 AM to 12/31/2018 11:59:59 PM

<u>Case Number</u>	<u>Subject</u>	<u>Date/Time</u>	<u>Case Report Location</u>	<u>Call for Service Location</u>	<u>Primary Officer</u>	<u>Offense</u>
B1-18-0000315	T - Traffic Stop	12/1/2018 7:57:20 PM	1300 Blk Dixie Hwy	S Dixie Hwy / W Eagle Lake Rd	Dacorte, Aaron #157	6594
B1-18-0000316	T - Traffic Stop	12/2/2018 1:15:05 AM	Hodges St / Reed St	538 Miller St	Dacorte, Aaron #157	2410 6677 6604 6620
					Hawkins, Jamie #143	2410 6677 6604 6620
B1-18-0000317	Accident	12/2/2018 4:51:05 AM		N Saddle Run Ln / Somerset Dr	Hawkins, Jamie #143	
B1-18-0000318	Domestic	12/2/2018 7:26:37 PM	210 E Bald Eagle Ln		Hawkins, Jamie #143	9600
B1-18-0000319	Assist Fire Department	12/2/2018 8:51:06 PM	1153 Linden Cir		Hawkins, Jamie #143	9431
B1-18-0000320	Assist Fire Department	12/5/2018 5:19:34 AM	386 Woodward St		Sipple, Roger #114	9438
B1-18-0000321	Accident	12/6/2018 10:44:05 AM		722 Dixie Hwy	Waterman, Ann #129	
B1-18-0000322	Drive Off	12/6/2018 1:39:50 PM	1350 Dixie Hwy		Waterman, Ann #129	0860
B1-18-0000323	Accident	12/8/2018 12:56:01 AM		615 Dunbar St	Mazurek, Ronald #148	
B1-18-0000324	Walk in at Station	12/10/2018 7:39:28 PM	1646 Dove Vly		Hawkins, Jamie #143	1150
B1-18-0000325	Follow Up	12/11/2018 8:44:10 AM	526 Chestnut Ln		Leroy, Andrew #117	9618
B1-18-0000326	Assist Fire Department	12/12/2018 4:52:51 AM	1201 Dixie Hwy Apt 46-b		Hawkins, Jamie #143	9431
B1-18-0000327	Deceptive Practices	12/14/2018 10:51:09 AM	1389 Crooked Crk		Emerson, Rick #108	1137
B1-18-0000328	Accident	12/14/2018 4:56:06 PM		1350 Dixie Hwy	Leroy, Andrew #117	
B1-18-0000329	Intoxicated Subject	12/15/2018 10:16:33 PM	901 Dixie Hwy		Nieken, Nicholas #165	2480
B1-18-0000330	Theft	12/22/2018 9:50:49 AM	383 Dixie Hwy		Little, William #126	1130
B1-18-0000331	Motorist Assist	12/24/2018 2:45:11 AM	170 E Indiana Ave		Sipple, Roger #114	0610
B1-18-0000332	Assist Fire Department	12/24/2018 10:22:07 AM	637 W Indiana Ave		Young, Jeffrey #107	9431
B1-18-0000333	T - Traffic Stop	12/25/2018 5:14:37 PM	Dixie At Indiana		Hopkins, Ryan #154	2480 2461 2430
B1-18-0000334	Paper Service	12/26/2018 7:32:39 PM	724 Penfield St		Fraher, Mirrissa #164	3730 4387
B1-18-0000335	Paper Service	12/27/2018 10:11:03 AM	724 Penfield St		Emerson, Rick #108	9337
B1-18-0000336	Attempt to Locate	12/30/2018 3:32:35 PM	1409 Crooked Creek Dr		Hopkins, Ryan #154	5081
B1-18-0000337	Drive Off	12/31/2018 6:00:03 PM		901 Dixie Hwy	Little, William #126	

Beecher Police Department

Accidents by Location

12/1/2018 12:00:00 AM to 1/1/2019 12:00:00 AM

B1-18-0000328 - Control # 20180328

12/14/2018 4:56:00 PM

1350 Dixie Hwy

Inv. By: Leroy, Andrew 117

1 - Driver

1 - Driver

Tieri, Erika

O - No Indication of Injury

B1-18-0000323 - Control # 20180323

12/8/2018 12:56:00 AM

615 Dunbar St

Inv. By: Mazurek, Ronald 148

1 - Driver

2 - Parked - No Driver

Wilson, Toni J

B1-18-0000321 - Control # 20180321

12/8/2018 10:44:00 AM

722 Dixie Hwy

Inv. By: Waterman, Ann 129

1 - Driver

Gibbs, Joseph

O - No Indication of Injury

B1-18-0000317 - Control # 20180317

12/2/2018 4:51:00 AM

N Saddle Run Ln / Somerset Dr

Inv. By: Hawkins, Jamie 143

1 - Driver

LEE, JUSTIN R

O - No Indication of Injury

Beecher Police Department

CAD Calls For Service Counts

12/1/2018 to 1/1/2019

911 HANG UP CALL	1
Abandoned 911 Call	2
Accident	7
Administrative Duties	1
ALARM	5
Animal Complaints	8
Assist Fire Department	54
Assist Law Agency	7
Attempt to Locate	2
Breaks	13
BUILDING CHECK	268
Burglary	1
Criminal Damage to Property	3
Deceptive Practices	1
Detail	1
Disturbance	4
Domestic	5
Drive Off	4
Driving Under the Influence	1
Escorts	14
Extra Patrol	59
Firework Complaints	1
Follow Up	9
Foot Patrol	1
House Watch	16
Information	2
Intoxicated Subject	1
Lock out or in	4
Loud	2
Meeting	1
Missing Person	2
Motorist Assist	3

NOTIFICATIONS	1
Open Door	14
Other Complaints	6
Paper Service	4
Parking Complaints	11
Public Service	1
Public Works	4
Railroad Call	1
Reckless Driving Complaints	3
Report Writing	5
Repossessions	1
Road	1
SCHOOL RELATED DUTIES	9
Stand By	3
Suicide	1
Suspicious	16
Theft	1
Traffic Stop	72
Training	2
Unlawful Visitation	3
Unwanted	2
Vacation Watch	9
Vehicle Maintenance	2
Walk in at Station	3
Warrant Service	1
Welfare Check	5
Total	684

BEECHER COMMUNITY POLICING REPORT
DECEMBER 2018

- 1. DECEMBER 5TH ATTENDED SENIOR CHRISTMAS PARTY AMVETS.**
- 2. DECEMBER 19TH 2018 ATTENDED BEECHER MANOR WITH OFFICERS FOR THE MONTHLY BINGO. HANDMADE CHRISTMAS STOCKING WERE GIVEN TO THE WINNERS ON THIS DATE.**
- 3. DECEMBER 21ST "PROJECT SHARE FOOD PICK-UP FROM THE SCHOOLS.**

BEECHER EMERGENCY MANAGEMENT REPORT

DECEMBER 2018

- 1. DECEMBER 5TH 2018 ATTENDED THE SENIOR DINNER
AMVETS HALL.**
- 2. DECEMBER 13TH 2018 ASSIST BEECHER FIRE DEPARTMENT
SCHOOL BUS ACCIDENT EAGLE LAKE AND YATES 2 UNITS
1 HOUR EACH. TOTAL 2HRS**
- 3. DECEMBER 13TH 2018 ASSIST BEECHER FIRE DEPARTMENT
WITH AN ACCIDENT INDIANA AND YATES. 2 UNITS 30
MINUTES EACH. TOTAL 1HR.**
- 4. DECEMBER 15TH 2018 "SHOP WITH A HERO" TARGET ST.
JOHN INDIANA. FIRE/POLICE VILLAGE OFFICIALS AND EMA
TEAMED TOGETHER TO PROVIDE 19 CHILDREN WITH A
VERY MERRY CHRISTMAS. WE WERE ABLE TO GIVE EACH
CHILD \$175.00 TO SHOP, A HANDMADE CHRISTMAS
STOCKING AND LUNCH AT THE FIREHOUSE WITH THE
VOLUNTEERS. ANOTHER GREAT DAY.**
- 5. DECEMBER 21ST 2018 PICK-UP FOR OUR "PROJECT SHARE
PROGRAM" FROM THE JR. HIGH AND ELEMENTARY
SCHOOLS. ANOTHER GREAT YEAR IN OBTAINING FOOD
FOR OUR PANTRIES. WE WERE ABLE TO COLLECT FOOD
TO HELP ALLTHREE PANTRIES IN TOWN. 4 EMA
VOLUNTEERS WORKED IN PICKING UP THE FOOD. 1
HOUR EACH. FOR A TOTAL OF 4HRS.**

**6. DECEMBER 28TH 29TH AND 30TH 2018 EMA WAS
REQUESTED FOR TRAFFIC CONTROL FOR THE OPENING
OF DUNKIN DONUTS. DURING THE THREE DAYS 28
HOURS WERE PUT IN. TOTAL 28HRS.**

TOTAL HOURS 44HRS

1-708-946-3131

DANIEL E. MCKAY, D.V.M.
JENNIFER E. BECVAR, D.V.M.
CHRISTINE M. TAYLOR, D.V.M.

BEECHER VETERINARY CLINIC P.C.

P.O. BOX 1171 - 700 DIXIE HIGHWAY
BEECHER, IL 60401

232045


DATE 1/3/19

OWNER Village of Beecher PHONE: _____

ADDRESS _____

ANIMAL Stray Animals for Village 2018

CASH	CHECK	CHARGE	DOCTOR
		<u>X</u>	

Office Call/Professional Service		
Emergency		
Trip Fee	<u>3 dogs for 7 days @ \$15 per day</u>	<u>315 00</u>
Treatment	<u>15 cats for 7 days @ \$10 per day</u>	<u>1050 00</u>
Medication	<u>3 Rabbits Euthanasias and</u>	
Hospitalization	<u>Cremation @ \$40 each</u>	<u>120 00</u>
Boarding		
Medicine Dispensed		
Anesthesia: General <input type="checkbox"/> Sedative <input type="checkbox"/> Local <input type="checkbox"/>		
Surgery		
Dentistry		
Laboratory: Fecal <input type="checkbox"/> Heartworm Tests <input type="checkbox"/>		
Radiographs		
Canine Vaccination: Rabies <input type="checkbox"/> _____ DHLPIP <input type="checkbox"/>		
DHLPIPVCV <input type="checkbox"/> Kennel Cough <input type="checkbox"/> Lyme <input type="checkbox"/>		
Feline Vaccination: Rabies <input type="checkbox"/> _____ FVRCP <input type="checkbox"/>		
FVRCPCHL <input type="checkbox"/> Leukemia <input type="checkbox"/>		
Equine: East, West Encephalitis, Tetanus <input type="checkbox"/>		
Influenza <input type="checkbox"/> Strep Vax <input type="checkbox"/> Rhinopneumonitis <input type="checkbox"/>		
West Nile Vaccine <input type="checkbox"/>		
TOTAL DUE 		<u>1485 00</u>

Dr. Daniel E. McKay, D.V.M.

Beecher Veterinary Clinic

700 Dixie Hwy, P.O. Box 1171

Beecher, Il. 60401

Phone 708-946-3131 Fax 708-946-3517

January 1, 2019

Village of Beecher

Penfield Street

Beecher, IL. 60401

Village of Beecher Bill for 2018

Attached is a list of animals brought in by Beecher Police Department or by residents of the village. This list begins where the last bill (222432) to the village ended. Board for cats is \$10.00 per day and \$15.00 per day for dogs, with a maximum of one week (7days) charge even if the animal stayed with us longer. The boarding fee for wild life is \$10.00 per day. Euthanasia and aftercare fees for cats and wildlife are \$40.00 and dogs \$50.

For the twelve month period of January 1, 2018 thru December 31, 2018, the total number of stray animals brought in from the village was 43(23 dogs, 17 cats and 3 rabbits). 20 dogs and 2 cats were returned to their owners without expense charged to the village. 2 dogs and 15 cats were adopted out after they were properly vaccinated and spayed or neutered. 3 rabbits were euthanized and their remains were cremated. One dog remains in the clinic awaiting adoption.

For the same twelve month period, Beecher Veterinary Clinic housed, vaccinated, spayed or neutered several animals brought in by residents of the township and outside village limits. The expense for their care was assumed by Beecher Veterinary Clinic and not charged to the village.

Attached is an invoice for charged to date.

Sincerely,



Dr. Daniel E. McKay, D.V.M.

Village of Beecher

2018

Total number of dogs	23
Total number of cats	17
Total number of other species	3
Grand total	43

Stray Dogs

• Adopted	2
• Returned to owner	20
• Euthanasia or died at the clinic	0
• Still in Clinic	1

Stray cats

• Adopted	15
• Returned to owner	2
• Euthanasia or died at the clinic	0
• Still in clinic	0

Village Bill

2018

ADMISSION DATE	BY WHOM	DISCRIPTION OF ANIMAL	DEPOSITION/DATE
February 8,2018	BPD	Canine – female, tan terrier mix, no chip	Claimed by owner February 8, 2018
February 24, 2018	Resident	Canine – terrier mix, female, white/tan, no chip	Claimed by owner February 25, 2018
February 24, 2018	Resident	Canine – Aust. Shep, male, tricolor, no chip	Claimed by owner February 25, 2018
March 9, 2018	Resident	Canine – German shep., black, male, no chip	Claimed by owner March 10, 2018
March 20, 2018	BPD	Canine- silky terr. Silver & tan, Female, had chip	Claimed by owner March 29,2018
March 28, 2018	BPD	Canine- male, brown, terrier x no chip	Claimed by owner March 29, 2018
April 10, 2018	Resident	Canine – Male, black & grey, terrier mix , no chip	Claimed by owner April 10 , 2018
April 10, 2018	BPD	Canine – male, black, pit mix, no chip	Claimed by owner April 11, 2018
April 12,2018	Resident	Canine – female, Dapple, Chihuahua mix , no chip	Claimed by owner April 16, 2018
April 16, 2018	Resident	Canine – male, tricolor, aust. Shep., no chip	Claimed by owner April 16, 2018
April 20, 2018	Resident	Canine – female, brown, yorkie x , no chip	Claimed by owner April 21, 2018
April 27, 2018	Resident	Rabbit	Euthanized April 27, 2018
April 30, 2018	Resident	Rabbit	Euthanized May 2, 2018
May 2, 2018	Resident	Rabbit	Passed away May 2, 2018
May 5, 2018	Resident	Canine – Female, brown, Pitbull bull dog mix, no chip	Adopted May 21, 2018
May 19, 2018	Resident	Canine – male, black and tan, German shep. No chip	Adopted May 31, 2018
May 25, 2018	Resident	Feline – male, black, dsh, no chip	Adopted June 11, 2018

May 25, 2018	Resident	Feline – male, black, dsh, no chip	Adopted June 11, 2018
May 25, 2018	Resident	Feline – male, black, dsh, no chip	Adopted June 11, 2018
May 25, 2018	Resident	Feline – Male, black & white, DSH, no chip	Adopted June 11, 2018
June 14, 2018	BPD	Canine – Male, Liver, German shorthair, no chip	Claimed by owner June 14, 2018
June 23, 2018	Resident	Feline – female, DSH, Grey and white, no chip	Adopted August 20, 2018
June 23, 2018	Resident	Feline – Female, DSH, grey tabby and white, no chip	Adopted August 22, 2018
July 2, 2018	Resident	Canine – Male, black & tan, German shep. No chip	Claimed by owner July 6, 2018
July 18, 2018	Resident	Feline – female, orange, DSH, no chip	Adopted August 8, 2018
August 18, 2018	Resident	Feline – Male, black, DMH, no chip	Adopted August 22, 2018
August 19, 2018	BPD	Feline – female, black DSH, no chip	Adopted December 15, 2018
August 19, 2018	BPD	Feline – female, black, DSH, No chip	Adopted December 15, 2018
August 19, 2018	BPD	Feline – Male, tiger, DSH, No chip	Adopted November 3, 2018
August 21, 2018	Resident	Canine – Female, black, Mix, Had chip	Claimed by owner August 21, 2018
September 28, 2018	BPD	Canine – Male, brindle, mix, had chip	Claimed by owner September 28, 2018
September 28, 2018	Resident	Canine – Male, Tan & White, terrier, no chip	Claimed by owner October 1, 2018
October 1, 2018	Resident	Canine – female, black & Brown, german shep, no chip	Claimed by owner October 2, 2018
October 2, 2018	Resident	Feline – male, grey & White, DSH Nochip	Adopted November 26, 2018
October 6, 2018	Resident	Canine – female, white & tan, basset, had chip	Claimed by owner October 6, 2018
October 10, 2018	Resident	Feline – female, calico, DSH, no chip	Claimed by owner November 6, 2018
October 11, 2018	Resident	Feline – male, brown tabby, DSH, no chip	Adopted November 11, 2018

October 23, 2018	Resident	Canine – male, black & tan, german shep, no chip	Claimed by owner October 24, 2018
November 8, 2018	Resident	Feline-female, black, DSH, no chip	Adopted December 15, 2018
November 11, 2018	BPD	Feline – female, grey tiger & white, DSH, had chip	Claimed by owner November 12, 2018
November 15, 2018	Resident	Canine – Male, tricolor, Basset X, no chip	Still in clinic
November 26, 2018	Resident	Canine – male, black & tan, german shep, no chip	Claimed by owner November 26, 2018
November 29, 2018	Resident	Feline – male, grey & white, DSH no chip	Adopted December 22, 2018

Village of Beecher

Monthly Water Department Report

December 2018

System Pumping Data

Total Gallons Pumped: 13,595,000 Monthly Average: 438,000
Peak Day: 912,000 Gal. 12/20/18

Well Pumping Data

Well #3 Total Gallons: 4,362,000 Daily Average 140,000
Well #4 Total Gallons: 5,459,000 Daily Average 176,000
Well #5 Total Gallons: 3,774,000 Daily Average 121,000

Chemical Usage

Total Pounds Chlorine used: 470.4 Well #3: 162.5 Well #4: 225.0
Well #5: 82.9

Total Pounds Aqua Mag used: 2,192 Well #3: 677.0 Well #4: 1,058.0
Well #5: 457.0

Total Gallons Fluoride used :0 Well #4:0 Well #4: 0 Well #5:0

Village of Beecher Wastewater Treatment Plant

Monthly Report

Month;DECEMBER 2018

Year: 2018

Total Gallons. MGD

Influent: 25.89 MGD

Daily Maximum :1.80 1MGD

Effluent: 24.83 MGD

Daily Maximum.: 1.63 MGD

Minimum: 0.52 MGD

Average Daily Flow: 0.80 MGD

Excess Flow: 1.22 MGD

Chlorine Used (Lbs): 0

Excess Treated 0 MGD

Rainfall/Precipitation Inches. 4.83 Inches

Return Sludge. 25.52 MGD

Dry Sludge Removed (Cubic Yards): 0

Liquid Sludge Hauled Gallons: 0

Laboratory Information ;. Effluent

5 Day CBOD AVG : 1.35 mg/l . (Daily max) 1.60 mg/l
Total Suspended Solids AVG : 0.80 mg/l (Daily max) 1.00 mg/l
Ammonia Nitrogen Avg: 0.80 mg/l (Daily max) 0.24 mg/l
99.4% average removal rate BOD 99.2% average removal rate SUSPENDED SOLIDS.

.Laboratory Information; Influent

Average 5 Day BOD: 147.50 mg/l Average TSS: 257.00 mg/l
Ammonia Nitrogen Avg; 25.20 mg/l (Daily max) 27.60 mg/l

Equipment issues,repairs,maintenance.

RAW INFLUENT PUMP #1 pulled by Superior Pump, cleaned of rag material, tested to run and placed back in service. * **CLARIFIERS** monthly maintenance performed.. * **OXIDATION DITCH** weekly maintenance performed.* **BLOWER** monthly maintenance performed.

LABORATORY

*

***.Monthly DMR** lab analysis performed and completed.

***Monthly** Final Effluent and Raw Influent ammonia nitrogen .samples analysis performed and completed by Arro Laboratory Inc.

***Monthly** Upstream/Downstream samples analysis performed and completed by Suburban Laboratories Inc.

***Monthly DMRS** completed and submitted for the month of November 2018.

PLANT PROCESS CONTRL

Continue implementing an activated sludge process control monitory analysis consisting of monitoring daily , weekly, monthly aeration tanks solids inventory, mixed liquor suspended solids,settling,,Ph analysis, dissolved oxygen,analysis, flow adjustments, return sludge monitoring and adjustments, secondary clarifier blankets monitoring,sludge wasting rates adjustments and improvements, microscopic analysis of micro biological activity in the system, balancing sludge digestion in digestors through wasting, decanting,. A total of **225,197 gallons of supernate (water)** was removed from the **3rd** ring digested sludge storage tank and the south digester Synagros projected date for digested liquid sludge removal for December 10 th was cancelled per Synagro due to weather related issues, waiting on future date for this month of January 2019 to be set per Synagro.

Sincerely,

John Hernandez, Chief Operator WWTP

Village of Beecher
 625 Dixie Highway
 PO Box 1154
 Beecher, Illinois 60401
 Phone: 708-946-2261
 Fax: 708-946-3764
 www.villageofbeecher.org



President
 Greg Szymanski
Clerk
 Janett Conner
Administrator
 Robert O. Barber

Trustees
 Scott Wehling
 Jonathon Kypuros
 Marcy Meyer
 Frank Basile
 Stacy Mazurek
 Todd Kraus

WATER BILLING REGISTER REPORT

Billing Period: November-December, 2018

Gallons Pumped	Gallons Billed	Difference	Pumped/Billed Ratio	Water Loss
25,936,000	16,452,000	9,484,000	63.43%	36.57%
Metered/not billed: 784,368 gallons during period, or 3.02% of water pumped.				
Metered to Pumped Ratio: 66.45%				

This compares to the pumped/billed ratio of 71.86% for the same period last year and the 10 year average of 71%.

of water accounts: 1,701(decrease of 8) **BREAKDOWN OF WATER CHARGES**

Amount billed for water: \$114,072.86 Watermain Replacement Flat Charge: \$6,804.00

of sewer accounts: 1,707 (decrease of 6) Watermain Replacement \$1 Rate: \$16,452.00

Amount billed for sewer: \$77,277.13 Over 30,000gl \$1/1,000gl surcharge: \$1,407.00
 (1,407,000gl billed this period over 30,000)

Amount billed for sewer debt: \$18,488.82 Water Rate for Operations: \$89,409.86
 (Standard rate)

of accounts on lift station charges: 321 (increase of 1)

Amount charged for lift station usage: \$1,915.93

of refuse accounts: 1,595 (decrease of 4)

Amount billed for refuse: \$56,426.17

New Meter Charges: \$500.00

Mosquito Charges: \$3,417.78

Accrued Payables/Receivables charged to System: (\$-11,828.80)

Total amount billed this period: \$272,098.69

Metered - Not Billed Water Use - 2018

	July	August	September	October	November	December	Total
Beecher Rec	0	1,000	0	0	0	0	1,000
Depot	8,000	4,000	0	0	0	0	12,000
Fire Department	62,500	9,500	11,500	5,500	14,000	11,000	114,000
Firemen's Park Bathroom	3,000	2,000	0	1,000	0	0	6,000
Food Stand Bathroom	0	6,000	1,000	0	0	0	7,000
Food Stand Kitchen	1,000	3,000	0	0	0	0	4,000
Girls Softball Field	50,000	107,000	101,000	27,000	0	0	285,000
Hydrant Flushing - metered	76,100	153,300		267,434	129,000	122,368	748,202
Public Works - un-metered				600,000	0	500,000	1,100,000
Sipple Field	202,000	140,000	162,000	20,000	0	0	524,000
Village Hall	1,000	2,000	2,000	2,000	4,000	4,000	15,000
Month Total	403,600	427,800	277,500	922,934	147,000	637,368	
Cumulative Total	403,600	831,400	1,108,900	2,031,834	2,178,834	2,816,202	

3 AN. BILLING

784,368 GAL.

WATER PUMPED VS WATER BILLED 1982-2018

<u>YEAR</u>	<u>WATER PUMPED</u>	<u>WATER BILLED</u>	<u>DIFFERENCE IN GALLONS</u>	<u>RATIO</u>
1982	78,452,800	54,913,000	23,539,000	70%
1983	86,787,700	61,131,800	25,655,900	70%
1984	88,348,300	59,884,900	28,463,400	68%
1986	108,619,200	55,348,100	53,271,100	51%
1987	100,292,100	52,618,890	47,673,210	52%
1988	102,760,900	59,688,000	43,072,900	58%
1989	93,518,000	59,701,650	33,816,350	64%
1990	97,089,200	69,478,180	27,611,020	72%
1991	98,154,100	64,727,610	33,426,490	66%
1992	99,763,600	63,363,820	36,399,780	64%
1993	85,077,000	63,625,170	21,451,830	75%
1994	115,745,000	64,533,809	51,211,191	56%
1995	84,228,000	66,375,640	17,852,360	79%
1996	87,640,000	62,079,900	25,560,100	71%
1997	89,390,000	61,749,510	27,640,490	69%
1998	92,109,000	65,287,460	26,821,540	71%
1999	96,590,000	65,586,500	31,003,500	68%
2000	86,036,000	63,069,500	22,966,500	73%
2001	87,434,000	67,580,562	19,853,438	77%
2002	95,165,000	72,736,768	22,928,232	76%
2003	107,700,000	75,797,530	31,902,470	70%
2004	123,621,000	88,617,460	35,003,540	72%
2005	150,366,000	109,159,500	41,206,500	73%
2006	140,704,000	103,390,300	37,313,700	73%
2007	163,563,000	121,310,616	42,252,384	74%

<u>YEAR</u>	<u>WATER PUMPED</u>	<u>WATER BILLED</u>	<u>DIFFERENCE IN GALLONS</u>	<u>RATIO</u>
2008	142,056,000	116,926,388	25,129,612	82%
2009	141,660,000	114,557,291	27,102,709	80%
2010	146,616,000	114,771,300	31,844,700	78%
2011	153,452,000	113,124,086	40,327,914	73%
2012	170,013,000	121,444,136	48,568,864	71%
2013	187,076,000	121,082,637	65,993,363	64%
2014	197,987,000	114,855,354	83,131,646	58%
2015	176,712,000	109,037,710	67,674,290	61%
2016	151,373,000	111,215,000	40,158,000	74%
2017	160,918,000	111,312,163	49,605,837	69%
2018	172,034,000	109,873,000	62,161,000	64%
AVERAGE	121,084,747	83,609,868	37,474,879	69%
Last 10 yrs	165,784,100	114,127,268	51,656,832	69%

BobsExcelFiles:82-18WAT-PUMPvsBILL

**WATER USAGE PER SERVICE CONNECTION
1994-2018**

YEAR	# OF UNITS	CHANGE	% CHANGE	WATER BILLED	BILLED/UNIT	WATER PUMPED	PUMPED/UNIT
1994	739	N/A	N/A	64,539,809	87,353	115,745,000	156,624
1995	742	3	0.4	66,375,640	89,455	84,228,000	113,515
1996	762	20	2.7	62,079,900	81,470	87,640,000	115,013
1997	776	14	1.8	61,479,510	79,574	89,390,000	115,193
1998	784	8	1.0	65,287,460	83,275	92,109,000	117,486
1999	791	7	0.9	65,586,500	82,916	96,590,000	122,111
2000	799	8	1.0	63,059,500	78,923	83,036,000	107,680
2001	841	42	5.3	67,580,562	80,357	87,434,000	103,964
2002	920	79	9.4	72,736,768	79,062	95,165,000	103,440
2003	1,031	111	12.1	75,797,530	73,518	107,700,000	104,462
2004	1,162	131	12.7	88,617,460	76,263	123,621,000	106,386
2005	1,296	134	11.5	109,159,500	84,228	150,366,000	116,023
2006	1,456	160	10.9	103,370,300	71,010	140,074,000	96,205
2007	1,558	102	6.5	121,310,616	77,863	163,563,000	104,982
2008	1,583	25	1.6	116,926,388	73,863	142,056,000	89,738
2009	1,601	18	1.1	114,557,291	71,554	141,660,000	88,482
2010	1,601	0	0.0	114,771,300	71,687	146,616,000	91,578
2011	1,591	-10	-0.63	113,124,086	71,103	153,452,000	96,450
2012	1,614	23	1.45	121,444,136	75,244	170,013,000	105,336
2013*	1,642	28	1.70	121,082,637	73,741	187,076,000	113,932
2014*	1,641	-1	-0.06	114,855,354	69,991	197,987,000	120,650
2015*	1,661	20	1.20	109,037,710	65,646	176,712,000	106,389
2016*	1,673	12	0.7	111,215,000	66,476	151,373,000	90,480
2017*	1,686	13	0.7	111,312,163	66,021	160,918,000	95,444
2018*	1,709	23	1.3	109,873,000	64,291	172,034,000	100,664

In 2018, the average water customer consumed 276 gallons per day and was billed for 176 gallons per day.

*Sept/Oct Unit # (water)

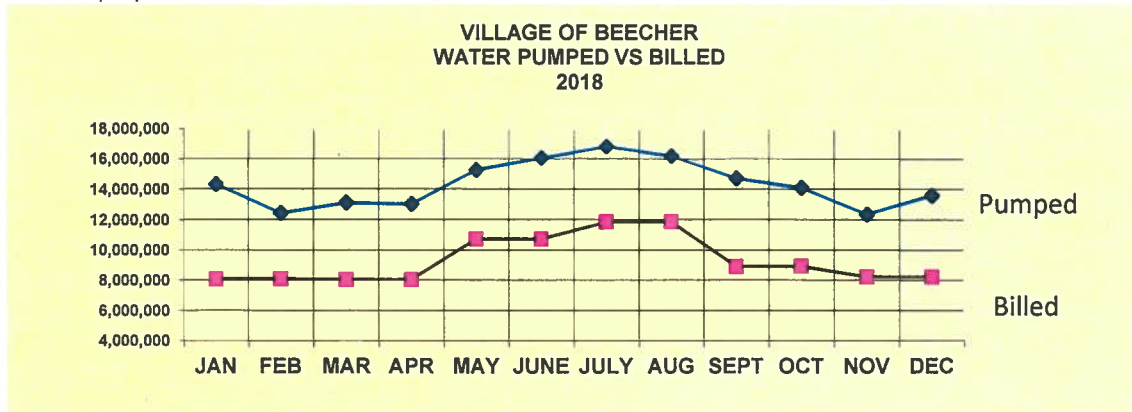
BobExcelFiles\waterconnections1994-2018

**2018
WATER PUMPED VS WATER BILLED**

<u>MONTH</u>	<u>WATER PUMPED</u>	<u>WATER BILLED</u>	<u>PUMPED OVER BILLED</u>
JAN	14,327,000	8,080,500	6,246,500
FEB	12,443,000	8,080,500	4,362,500
MAR	13,131,000	8,058,500	5,072,500
APR	13,045,000	8,058,500	4,986,500
MAY	15,266,000	10,732,500	4,533,500
JUNE	16,066,000	10,732,500	5,333,500
JULY	16,822,000	11,846,000	4,976,000
AUG	16,190,000	11,846,000	4,344,000
SEPT	14,716,000	8,923,000	5,793,000
OCT	14,092,000	8,923,000	5,169,000
NOV	12,341,000	8,226,000	4,115,000
DEC	13,595,000	8,226,000	5,369,000
TOTAL	172,034,000	111,733,000	60,301,000
MONTHLY AVERAGE/12	14,336,167	9,311,083	5,025,083
DAILY AVERAGE/365	471,326	306,118	165,208

An average of 165,208 gallons of water per day is being pumped by the Village's wells and is not being billed. This is due to leakage in the system, hydrant flushing, and use of water by the Village at the Village Hall, police station, sewer plant, wells, and the public works garage. Last year's average water loss per day was 135,906 gallons, and two years ago the loss per day was 110,022 gallons. The Village has accounted for 2,816,702 gallons of metered but not billed water, which is 1.6% of water pumped.

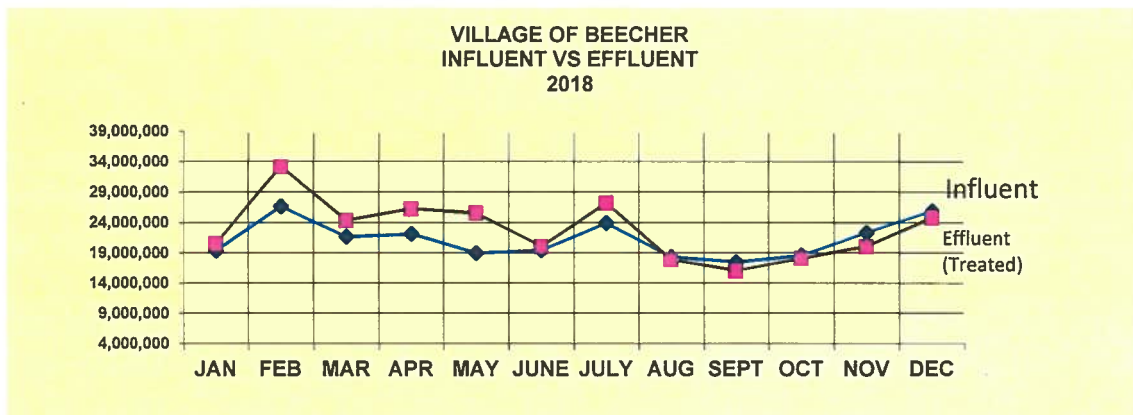
BobsExcelFiles:wat-pump2018



**2018
INFLUENT VS. EFFLUENT
BEECHER WASTEWATER TREATMENT PLANT**

<u>MONTH</u>	<u>INFLUENT</u>	<u>EFFLUENT</u>	<u>DIFFERENCE</u>
JAN	19,360,000	20,590,000	-1,230,000
FEB	26,620,000	33,190,000	-6,570,000
MAR	21,640,000	24,370,000	-2,730,000
APR	22,110,000	26,240,000	-4,130,000
MAY	18,960,000	25,570,000	-6,610,000
JUNE	19,440,000	20,040,000	-600,000
JULY	23,900,000	27,200,000	-3,300,000
AUG	18,300,000	17,900,000	400,000
SEPT	17,490,000	16,060,000	1,430,000
OCT	18,570,000	18,080,000	490,000
NOV	22,360,000	20,040,000	2,320,000
DEC	25,890,000	24,830,000	1,060,000
TOTAL	254,640,000	274,110,000	-19,470,000
MONTHLY AVERAGE/12	21,220,000	22,842,500	-1,622,500
DAILY AVERAGE/365	697,644	750,986	-53,342

BobsExcelFiles.wat-pump2018

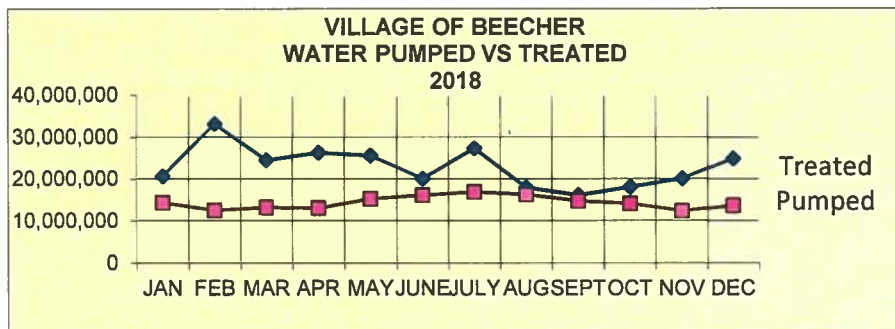


2018

WATER PUMPED VS WATER TREATED

<u>MONTH</u>	<u>GAL. TREATED</u>	<u>GALLONS PUMPED</u>	<u>DIFFERENCE</u>
JAN	20,590,000	14,327,000	6,263,000
FEB	33,190,000	12,443,000	20,747,000
MAR	24,370,000	13,131,000	11,239,000
APR	26,240,000	13,045,000	13,195,000
MAY	25,570,000	15,266,000	10,304,000
JUNE	20,040,000	16,066,000	3,974,000
JULY	27,200,000	16,822,000	10,378,000
AUG	17,900,000	16,190,000	1,710,000
SEPT	16,060,000	14,716,000	1,344,000
OCT	18,080,000	14,092,000	3,988,000
NOV	20,040,000	12,341,000	7,699,000
DEC	24,830,000	13,595,000	11,235,000
TOTAL	274,110,000	172,034,000	102,076,000
MONTHLY AVERAGE	22,842,500	14,336,167	8,506,333
DAILY AVERAGE	750,986	471,326	279,660

BobsExcelFiles:wat-pump2018



**WATER PUMPED VS. WATER TREATED
2008 - 2018**

YEAR	WATER PUMPED	WATER TREATED	% DIFFERENCE
2008	142,056,000	221,300,000	64.19%
2009	141,660,000	214,328,000	66.09%
2010	146,616,000	230,925,000	63.50%
2011	153,452,000	280,215,000	54.76%
2012	170,013,000	190,784,000	89.11%
2013	187,076,000	249,446,000	75.00%
2014	197,987,000	282,676,000	70.04%
2015	176,712,000	304,359,000	58.06%
2016	151,373,000	292,700,000	51.72%
2017	160,918,000	267,435,000	60.17%
2018	172,034,000	274,110,000	62.76%

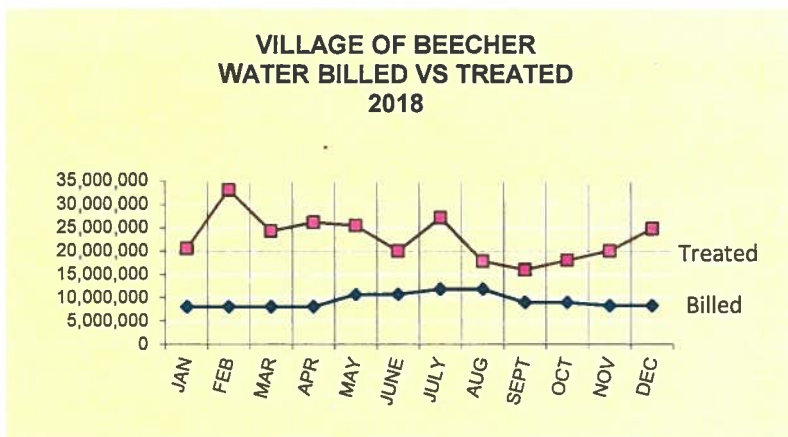
BobsExcelFiles:Effluent-waterpumped

2018
WATER BILLED VS WATER TREATED

<u>MONTH</u>	<u>WATER BILLED</u>	<u>WATER TREATED</u>	<u>GAL. TREATED OVER BILLED</u>
JAN	8,080,500	20,590,000	12,509,500
FEB	8,080,500	33,190,000	25,109,500
MAR	8,058,500	24,370,000	16,311,500
APR	8,058,500	26,240,000	18,181,500
MAY	10,732,500	25,570,000	14,837,500
JUNE	10,732,500	20,040,000	9,307,500
JULY	11,846,000	27,200,000	15,354,000
AUG	11,846,000	17,900,000	6,054,000
SEPT	8,923,000	16,060,000	7,137,000
OCT	8,923,000	18,080,000	9,157,000
NOV	8,226,000	20,040,000	11,814,000
DEC	8,226,000	24,830,000	16,604,000
TOTAL	111,733,000	274,110,000	162,377,000
MONTHLY AVERAGE	9,311,083	22,842,500	13,531,417
DAILY AVERAGE	306,118	750,986	444,868

The Village is treating an average of 444,868 gallons per day more than it is billing. This is due to I/I, cisterns, illegal connections, etc. This is 17,134 gallons more than last year's average of 427,734 gallons per day of excess flow.

BobsExcelFiles.wat-pump2018



RESOLUTION

Whereas, the _____, hereinafter referred to as MUNICIPALITY, located in the County of _____, State of Illinois, desires to undertake, in the years 20__ and 20__, the location, construction, operation and maintenance of driveways and street returns, watermain, sanitary and storm sewers, street light, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as Department, and,

Whereas, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with conditions of the permit to be granted by the Department, and to hold State of Illinois harmless during the prosecution of such work, and assume all liability for damages to person or property due to accidents or otherwise by reason of the work which it to be performed under the provision of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

I, _____, hereby certify the

above to be true copy of the resolution passed by the

MUNICIPALITY. Dated this _____ day

Of _____ A.D. ____

Corporate Seal

By: _____



Illinois Department of Transportation

Office of Highways Project Implementation / Region 1 / District 1
201 West Center Court / Schaumburg, Illinois 60196-1096

PERMITS

Resolution for Construction on State Highway

January 8, 2019

The Honorable Greg Szymanski
Village President
Village of Beecher
724 Penfield Street
P.O. Box 1154 Beecher, IL 60401

Dear Village President Szymanski:

Chapter 121 of the Illinois revised statutes requires that any person, firm or corporation desiring to do work on state maintained rights of way must first obtain a written permit from the Illinois department of transportation. This includes any emergency work on broken watermains or sewers.

A surety bond is required with each permit application to insure that all work is completed in accordance with state specifications and that the right of way is properly restored.

For permit work to be performed by employees of a municipality a resolution is acceptable in lieu of the surety bond. This resolution does not relieve contractors hired by the municipality from conforming with the normal bonding requirements nor from obtaining permits.

The resolution should be enacted for a period of two years. This procedure will save time and effort as well as reduce the annual paperwork associated with an annual resolution.

In order to expedite the issuance of permits to your municipality during the next two calendar years the attached sample resolution should be adopted and a signed and certified copy thereof returned to this office. This resolution does not constitute a blanket permit for work in the State system. A separate application must be made in each instance. In the case of an emergency, verbal authority may be given prior to receipt of the written application. After normal working hours or weekends, this authority can be obtained from our Communications Center at (847)705-4612.


January 8, 2019
Page two

We would appreciate the cooperation of your community in withholding the issuance of building permits along State highways until the builder shows evidence of a State highway permit having been obtained. Our permit staff would be willing to answer any questions you may have regarding current policies or practices and to work with your planning commission on any new developments within your municipality.

Do not hesitate to contact Ms. Beverly Hawley, Office Coordinator at (847) 705-4142.

Very truly yours,

Anthony J. Quigley, P.E.
Region One Engineer

By: 
Thomas G. Gallenbach, P.E.
Traffic Permits Engineer

January 24, 2019

Mayor and Board of Trustees
Village of Beecher
625 Dixie Highway
Beecher, Illinois 60401

Attention: Mr. Robert O. Barber, Village Manager

RECOMMENDATION FOR PARTIAL PAYMENT

***Subject: Village of Beecher - 2017 Wastewater Treatment Plant Improvements
(IEPA WPCLP LOAN # IL 17-2448)***

Dear Mayor and Trustees:

Enclosed are the following documents submitted by IHC Construction Companies, LLC Contractor, requesting partial payment (Estimate No. 4) for work performed and materials furnished for the project:

1. Contractor Invoice # 3 and supplement dated January 14, 2019.
2. Contractor Sworn Statement for Contractor and Subcontractor to Owner and supplement dated January 14, 2019.
3. Partial Waivers of Lien:

IHC Construction Companies, LLC.	\$	852,734.79
Amex Nooter, LLC.	\$	36,122.37
Ruder Electric, Inc.	\$	27,117.00
Harris Rebar Rockford, Inc. *	\$	30,192.78

* Trailing waivers of lien to be provided prior to issuance of payment.

The following is our opinion of the amount due and payable to IHC Construction Companies, LLC, in accordance with the terms of the Construction Contract Documents for the Project:

Work Performed	\$	2,104,116.94
Less 10 % Retained		<u>(210,411.70)</u>
Subtotal	\$	1,893,705.24
Less previous payments		1,040,970.43
Amount due for Partial Payment No. 4	\$	852,734.79

If you have any questions, please call.



APPROVED THIS _____ DAY OF _____, 2019.

VILLAGE OF BEECHER, ILLINOIS

By: _____ Authorized Representative

Sincerely,

BAXTER & WOODMAN, INC
CONSULTING ENGINEERS

Raymond N. Koenig
Infrastructure Department Manager

CC. Jeremy S. Norton, PE, Village of Beecher
IHC Construction Companies, LLC.

I:\Crystal Lake\BEECH\140610-WWTP Improvements\60-Construction\Payment Estimate\word\Pay Req # 4. (1.24.19).doc

Village of Beecher TIF Timeline (Revised)

DATE	DAY	TASK	RESPONSIBILITY
01/31/2019	Thursday	Submittal of DRAFT Redevelopment Plan and Eligibility Study (at least 10 days prior to ordinance setting public hearing date)	TESKA
02/08/2019	Friday	Mailing of notice and TIF report by certified mail to all affected taxing bodies and Illinois Department of Commerce and Economic Opportunity (not less than 45 days prior to public hearing)	TESKA
02/11/2019	Monday	Adoption of ordinance fixing time and place of public hearing (regular Village Board meeting date)	Village
02/22/2019	Friday	Mailing of notice of availability of plan to interested parties and all residential addresses within 750' of Project Area boundary (within 'reasonable timeframe' after ordinance fixing time and place of public hearing)	Village/TESKA
02/22/2019	Friday	JOINT REVIEW BOARD meeting (not less than 14 days or more than 28 days after notice to affected taxing bodies)	Village/TESKA
02/27/2019	Wednesday	FIRST publication of public hearing notice (not more than 30 days or less than 10 days prior to public hearing)	Village
03/06/2019	Wednesday	SECOND publication of public hearing notice (generally one week after first public notice)	Village
03/13/2019	Wednesday	Mailing of public notice to all affected taxpayers and owners of delinquent property by certified mail, and all residents within the Project Area by regular mail (not less than 10 days prior to public hearing)	Village/TESKA
03/25/2019	Monday	Latest date for Joint Review Board to adopt recommendation (not later than 30 days from Joint Review Board meeting)	Joint Review Board
03/25/2019	Monday	PUBLIC HEARING (regular Village Board meeting date)	Village/TESKA
04/08/2019	Monday	Earliest regular Village Board meeting date to adopt TIF ordinances (not less than 14 days after public hearing)	Village
06/17/2019	Monday	Latest regular Village Board meeting date to adopt TIF ordinances (not more than 90 days after public hearing)	Village

Regular Village Board meeting dates are 2nd and 4th Monday of each month

815-436-9495

DRAFT

Educate. Advocate. Empower.

PRESIDENT

Mayor Michael J. Inman, Macomb

FIRST VICE PRESIDENT

Mayor Leon Rockingham, Jr., North Chicago

SECOND VICE PRESIDENT

Mayor Ricky J. Gottman, Vandalia

EXECUTIVE DIRECTOR

Brad Cole, Former Mayor, Carbondale

VICE PRESIDENTS

Mayor Richard H. Veenstra, Addison

Mayor Richard Irvin, Aurora

Mayor Greg Szymanski, Beecher

Mayor Michael Chamberlain, Belvidere

Mayor Tyrone Coleman, Cairo

Mayor John Michael Henry, Carbondale

Mayor Tom Ashby, Centralia

Mayor Rahm Emanuel, Chicago

Village President Charles E. Tokar, Chicago Ridge

Mayor Kevin B. Hutchinson, Columbia

Mayor Aaron Shepley, Crystal Lake

Mayor Julie Moore Wolfe, Decatur

Mayor Teresa Kernc, Diamond

Mayor Liandro Arellano, Jr., Dixon

Mayor Reggie Freeman, East Moline

Mayor Mark Kupsky, Fairview Heights

Mayor John Pritchard, Galesburg

Village President Mike McCormick, Godfrey

Mayor Joe W. Bisch, Grayville

Village President Rodney S. Craig, Hanover Park

Mayor Andy Ezard, Jacksonville

Mayor Tim Gover, Mattoon

Town President Chris Koos, Normal

Mayor Jim Ardis, Peoria

Mayor Scott Harl, Peru

Mayor Robert Hausler, Plano

Mayor Kyle Moore, Quincy

Village President Rick Reinbold, Richton Park

Village President Catherine Adduci, River Forest

Mayor Chet Olson, Rochelle

Mayor Thomas McNamara, Rockford

Mayor Dale B. Adams, Rockton

Mayor Richard H. Hill, Round Lake Beach

Mayor Jim Langfelder, Springfield

Mayor Gary W. Manier, Washington

Mayor Tom Jordan, West Frankfort

PAST PRESIDENTS

Village President Karen Darch, Barrington

Mayor Mark W. Eckert, Belleville

Mayor Roger C. Claar, Bolingbrook

Mayor Gerald E. Daugherty, Mascoutah

Mayor Gerald R. Bennett, Palos Hills

Mayor Al Larson, Schaumburg

December 14, 2018

Mr. Robert Barber
Village Administrator
PO Box 1154
Beecher, Illinois 60401

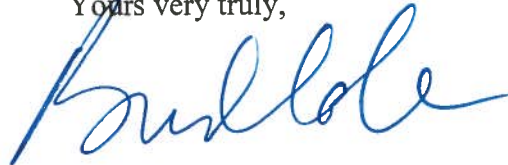
Dear Mr. Barber:

Mayor Michael J. Inman, President of the Illinois Municipal League (IML), requests your acceptance of appointment to serve on the Illinois Municipal League's Legislative Committee.

IML standing committees are a key element in the success of the League. By serving on this committee you are enhancing the position of Illinois municipalities in governmental relations in general.

The League appreciates your interest in participating on this committee. We look forward to working with you. If you have any questions, please contact Patrick Hayes, the League's committee liaison, at (217) 525-1220.

Yours very truly,



BRAD COLE
Executive Director

c: Mayor Greg Szymanski





Service on IML Committees

Expectations of Committee Members

EXPECTATIONS OF ILLINOIS MUNICIPAL LEAGUE (IML) COMMITTEE MEMBERS

Responsibilities of Committee Members

Members of Illinois Municipal League (IML) committees are local government leaders who are committed to IML and its mission and volunteer their time and resources for the benefit of IML and its members.

Terms of Committee Membership

Pursuant to Article V of the IML Bylaws, unless otherwise stated in the Bylaws, each committee member shall be appointed annually by the IML President, with the term of appointment to begin January 1 and end December 31 of each year.

A member of an IML committee may be appointed for consecutive terms as long as they remain elected or appointed officials of their municipality, or a retained attorney or consulting engineer for the municipality, and the municipality is an IML member in good standing. At the completion of a term, a committee member may be appointed for another term if responsibilities and annual commitments are met.

Annual Commitment

Committee members are expected to fulfill the following minimum commitments:

- Maintain their municipality's membership in IML.
- Serve as a positive ambassador for IML in their region.
- Attend a majority of committee meetings each year, including in-person meetings. There are typically four in-person committee meetings per year, held quarterly. The third quarter meeting is held on site at the Annual Conference. Additional committee meetings may be held via teleconference and scheduled at the discretion of the committee chairman.
- Committee members or their cities/firms are responsible for travel, lodging and incidental expenses incurred by attending committee meetings; no reimbursements are provided by IML.
- Attend the IML Annual Conference and actively engage sponsors, new members and first time attendees. Committee members or their cities are responsible for conference registration costs.



Service on IML Committees

Expectations of Committee Members

EXPECTATIONS OF ILLINOIS MUNICIPAL LEAGUE (IML) LEGISLATIVE COMMITTEE MEMBERS

Responsibilities of Legislative Committee Members

Members of the Illinois Municipal League (IML) Legislative Committee are local government leaders who are committed to IML and its mission and volunteer their time and resources for the benefit of IML and its members.

Terms of Legislative Committee Membership

Pursuant to Article V of the IML Bylaws, unless otherwise stated in the Bylaws, each Legislative Committee member shall be appointed annually by the IML President, with the term of appointment to begin January 1 and end December 31 of each year.

A member of the IML Legislative Committee may be appointed for consecutive terms as long as they remain employed by an Illinois municipality and the municipality is an IML member in good standing. At the completion of a term, a Legislative Committee member may be appointed for another term if responsibilities and annual commitments are met.

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Committee members are expected to fulfill the following minimum commitments:

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- Serve as a positive ambassador for IML in their region.
- Attend a majority of committee meetings each year including in-person meetings. There are typically four in-person committee meetings per year, held quarterly. The third quarter meeting is held on site at the Annual Conference. Additional committee meetings may be held via teleconference and scheduled at the discretion of the committee chairman.
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