

Village of



There will be a rescheduled regular meeting of the Village Board of Trustees at Village Hall, 419 Richmond Road; Kenilworth, IL. The public may attend in person or by utilizing the following link:

[TEAMS MEETING LINK](#)

If you do not have access to a computer, you may attend via telephone:

+1 872-242-8055

Meeting ID: 203 877 603#

**Village Board of Trustees**  
**Rescheduled Regular Village Board Meeting**  
**Meeting Agenda**  
December 9, 2025 at 5:00 p.m.

**I. Call to Order / Roll Call**

**II. Approval of Minutes**

- A. Committee of the Whole – November 5, 2025
- B. Committee of the Whole – November 5, 2025 Executive Session
- C. Village Board – November 17, 2025
- D. Village Board – November 17, 2025 Executive Session

**III. Village President's Report**

**IV. Approval of the Warrant List**

**V. Regular Scheduled Business**

**A. Items for Consideration by Omnibus Vote**

- 1. Appointment of Donicio Silva as Chief of Police to be Effective January 1, 2026
- 2. Adoption of the following Ordinances Abating the Tax Heretofore Levied for Tax Year 2025 to Pay the Principal and Interest on General Obligation Refunding Bonds:
  - a) Series 2015A Abatement
  - b) Series 2022 Abatement
- 3. Adoption of the Following Items Related to the 2025 Tax Levy for the Village Fiscal Period January 1, 2026 through December 31, 2026:
  - a) An Ordinance for the Levy Assessment and Collection of Taxes for the Village

b) A Resolution Limiting the Additional Tax Levy Extension for Loss and Cost to Two Percent

4. Adoption of an Ordinance Amending the Fiscal Year 2025 Budget

5. Authorization to Set the 2026 Compensation for the Village Manager and Police Chief

6. Resolution Authorizing a Contractual Agreement with Axon Enterprise, Inc., and the Purchase of Five (5) Taser 10 Conducted Energy Weapons in a Total Amount of \$25,968.85

7. Resolution Authorizing the Purchase and Contractual Agreement for Bulk Road Salt for the 2026 Winter Season with Compass Minerals America, Inc., of Orland Park, Kansas Through the State of Illinois Joint Purchasing Program in an Amount Not to Exceed \$20,275.20

8. Resolution Authorizing a Contractual Agreement with BS&A Software, LLC of Bath, Michigan for Enterprise Resource Planning Software System Cloud Integration in the Amount not to Exceed \$30,600

**B. Items for Discussion**

9. Adoption of the Following Ordinances Pertaining to the Annual Fee Schedule:

a) An Ordinance Amending Chapter 90 of the Village Code Concerning the Implementation of Fees

b) Adoption of the Annual Fee Ordinance with an Effective Date of January 1, 2026

10. Zoning Code Update Presentation (Teska)

**VI. Report from Staff**

A. Community Development

B. Finance

C. Police

D. Public Works

E. Legal Counsel

F. Village Manager

**VII. Business from the Public**

**VIII. Executive Session**

1. 5 ILCS 120/2(c)(2) – Collective Bargaining

**IX. Adjourn**

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**Committee of the Whole Special Meeting  
November 5, 2025**

**Call to Order**

Village President Cecily Kaz called to order the special meeting of the Committee of the Whole of the Board of Trustees of the Village of Kenilworth (the "Committee") at 6:00 p.m. on November 5, 2025.

**Roll Call**

President Kaz requested that the Clerk call the roll and the results were as follows:

Trustees:	
Trustee Tim Ransford	Present (Remote)*
Trustee Christopher Ottsen	Present
Trustee Amy Hannus	Present
Trustee John Gottschall	Present
Trustee Matt Lojkovic	Present
Trustee Joseph Vitu	Present
President Cecily Kaz	Present

*\*Trustee Ransford arrived at 6:02 pm)*

A quorum was present in person.

Others recorded as in attendance in person or via video conference:

<i>Village Officials and Staff:</i>	
Michael Gagnon	Village Clerk
Kathy Thake	Village Manager
Peter Shadek	Village Treasurer
Donicio Silva	Interim Police Chief
Heather McFarland	Assistant to the Village Manager
Jordan Schmidt	Management Analyst
Molly Burns	Management Analyst

**Others, signing in as displayed in Participant List:**

Kathleen Morley  
Justin Mohr

1 **Presentation and Discussion - FY 2026 Budget Overview (Budget Workshop #3)**

2  
3 1. FY 2026 Budget Overview

4  
5 President Kaz asked Manager Thake to present on this item. Manager Thake introduced the general topics to  
6 be covered and asked Management Analyst Schmidt to begin by reviewing Capital Improvement Projects to  
7 be addressed in the FY 2026 budget. Under the category of streets, these included street resurfacing, road  
8 striping, sidewalk replacement, and design and engineering preparations. Under the category of sanitary and  
9 storm sewers, these included catch basin cleaning, manhole lining, sewer televising, and sewer smoke testing.  
10 Under the category of buildings and grounds, these include a public works fire suppression system, holiday  
11 lighting, public works garage door replacement and bridge tuckpointing. Under the category of Information  
12 Technology, these included equipment and software upgrades. Under the category of the water system,  
13 these included pressure relief valve rehabilitation, conducting a water rate study, backflow testing, fire  
14 hydrant replacement, engineering work for water main replacement, and the lead service line cost sharing  
15 program.

16  
17 Manager Thake then turned to another budget goal which is to fund Phase Two of the ongoing Beach  
18 Improvement Project (BIP). Manager Thake discussed the present progress of the BIP and the plan to spend  
19 approximately \$3 million out of the FY 2026 budget on upgrading facilities, building a ADA approved access  
20 ramp, landscaping, and utility work.

21  
22 Manager Thake then asked Assistant the Village Manager Heather McFarland to discuss the budget goal of  
23 addressing the ongoing improvements to the Green Bay Road Corridor (GBRC). Ms. McFarland assisted by Mr.  
24 Schmidt discussed implementation of the Façade Improvement Grant program, placement of additional  
25 planters, and initiating the adopt-a-planter program. Manager Thake detailed plans for completing the Phase  
26 1 Engineering study for the ongoing GBRC project. Trustees clarified the use of Tax Increment District funding  
27 for the project as well as the condition of sidewalks in the affected area.

28  
29 Moving to the general topic of FY 2025 accomplishments and initiatives, Management Analyst Molly Burns  
30 reviewed the FY 2025 accomplishments for administration services including completing Phase 1 of the BIP,  
31 engaging a construction manager for the BIP going forward, conducting a successful fund raising campaign for  
32 enhancements to the beach plaza, improvements to beach staff hiring processes, training, and scheduling,  
33 evaluated IT infrastructure to create a replacement plan, instituted "Recycle Coach" as a resource for  
34 residents in their efforts to pursue environmental sustainability, improved operational efficiency in the  
35 budgeting process, developed standard operating procedures, billing procedures, communication procedures  
36 and website procedures, and completed the 2024 annual Village audit in a timely manner. Ms. Burns went on  
37 to describe how roughly \$1.3 million was spent by the Village on administration purposes. Turning to FY 2026  
38 budget goals for administrative services, they included evaluating future phases of the Lakefront  
39 Improvement Project (LIP), identifying and implementing cost-saving efficiencies to the water billing process,  
40 completing the transition of the Village Enterprise Resource Planning (ERP) from on-site storage to cloud-  
41 based storage, and evaluating upcoming changes to the Village website to adhere to the Americans with  
42 Disabilities Act (ADA). Ms. Burns then reviewed administration performance measures in the areas of finance,  
43 communication, utility billing, and Freedom of Information Act (FOIA) requests for FY 2023, FY 2024, FY 2025,  
44 adding the FY 2026 goals in those areas.

45  
46 Ms. McFarland turned the Board's attention to the Building and Planning Division. 2025 accomplishments  
47 include establishing an online application process for entitlement requests, evaluating the drainage and  
48 grading permit review, and continuing the efforts to update the village zoning code. Trustees asked about the  
49 success of the recent resident open house featuring the proposed zoning code changes. Turning to FY 2026  
50 budget goals for the Building and Planning Division, they include completing the zoning code update,

1 integrating village document software, improving code enforcement, developing goals for the business  
2 district, refining the adopt-a-planter program, and proceeding with Phase I study for the Green Bay Road  
3 Corridor. She then analyzed performance measures in the areas of permit insurance, communication, code  
4 enforcement, and other permit submittals for FY 2023, FY 2024, FY 2025 YTD and year-end target.

5  
6 Mr. Don Leicht, Superintendent of Public Works presented on the 2025 accomplishments for his department  
7 including sewer installation, road paving, refining the lead service line replacement plan, engaging in  
8 personnel training, and development of a Continuous Improvement Program (CIP) using the Geographic  
9 Information System for his department. He went on to list FY 2026 budget goals for his department including  
10 water meter testing and replacement, further refinement of the lead service line plan, developing a  
11 comprehensive plan for holiday decorations, and conducting “smoke tests” to fulfill requirements from the  
12 Metropolitan Water Reclamation District. He went on to analyze his FY 2026 total budget figure before  
13 discussing performance measures in the areas of the drinking water delivery system, village infrastructure  
14 generally, staff training, and emergency response measures for FY 2024, FY 2025, and budgeted for FY 2026.

15  
16 President Kaz asked Police Chief Silva to present on his FY 2025 accomplishments and FY 2026 budget goals.  
17 He began by speaking about improving operational efficiency in the Body Worn Camera Program, the e-  
18 Citation and e-Crash programs, through revised department policies, by developing a standard operating  
19 procedure for recruitment and selection of new personnel, and by creating the position of Public Information  
20 Officer (PIO). He went on to cite ways he will enhance resident experience through the Resident House Key  
21 Program and by developing a Student Reunification Plan in cooperation with Sears School. He then analyzed  
22 the total budget for his department and went on to outline his FY 2026 budget goals. Those included  
23 improving operational efficiency, enhancing community connection and interaction, and enhancing resident  
24 experience. He then provided an analysis of police department performance measures in the areas of crime  
25 response times, training, and community policing. Trustees clarified the differences in Uniform Crime  
26 Reporting (UCR) categories. This concluded Chief Silva’s presentation. There were no further questions or  
27 comments.

28  
29 Manager Thake reviewed other budget highlights in the area of pension funding contributions, cost of living  
30 compensation increases, health insurance, the property tax levy, and IMRF contributions. Ms. Burns turned  
31 the Board’s attention to the proposed changes to the annual fee schedule. Trustees clarified that more  
32 discussion would take place around the implementation of fee changes. Treasurer Shadak inquired about the  
33 disposition of the FY 2025 budget surplus. Manager Thake responded to this inquiry to his satisfaction.  
34 Hearing no more questions, Manager Thake reviewed next steps that the Board will be taking prior to the  
35 implementation of the FY 2026 budget on January 1, 2026. President Kaz thanked the staff for their  
36 presentation.

### 37 38 **Business from the Public**

39  
40 President Kaz asked if there was any business from the public. There was none.

### 41 42 **Executive Session**

- 43  
44 2. 5 ILCS 120/2(c)(1) – The appointment, employment, compensation, discipline,  
45 performance, or dismissal of a specific employee.

46  
47 Hearing no further public business, President Kaz asked for a motion to adjourn to closed session. Trustee  
48 Ransford offered a motion to convene in Executive Session for the purpose of discussing the appointment,

1 employment, compensation, discipline, performance, or dismissal of a specific employee. Trustee Gottschall  
2 seconded the motion.

3

4 **A roll call vote was taken as follows:**

5

6 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu

7

8 Opposed: None

9

10 The roll call tally was 6 votes in favor, and none opposed. President Kaz declared the motion passed at 6:57  
11 p.m. and then asked unauthorized persons to clear the meeting.

12

13 **Adjourn**

14

15 With no further business, President Kaz asked for a motion to adjourn the meeting. Trustee Lojkovic offered  
16 a motion to adjourn the meeting and Trustee Ottsen seconded the motion.

17

18 **A roll call vote was taken as follows:**

19

20 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu

21

22 Opposed: None

23

24 President Kaz declared the meeting adjourned at 7:31 p.m.

25

VILLAGE OF



KENILWORTH, IL

**Village Board of Trustees  
Meeting  
November 17, 2025**

**Call to Order**

President Kaz called to order the meeting of the Board of Trustees of the Village of Kenilworth at 7:00 p.m. on November 17, 2025.

**Roll Call**

**President Kaz requested a roll call, and the results were as follows:**

Trustees:	
Trustee Tim Ransford	Present
Trustee Christopher Ottsen	Present (Remote, Voting)
Trustee Amy Hannus	Present
Trustee John Gottschall	Present
Trustee Matthew Lojkovic	Present (Remote, Voting)
Trustee Joseph Vitu	Present
President Cecily Kaz	Present

*\*President Kaz indicated that she was in receipt of a request from Trustees Ottsen and Lojkovic to attend the meeting electronically in accordance with the Electronic Meeting Attendance Policy. As a quorum physically present, the Trustees will be authorized to attend electronically unless a motion is made and passed by a two-thirds majority of those physically present to deny the request. Hearing no such motion, President Kaz deemed the Trustees Present as voting members.*

**A quorum was present in person.**

**Others Recorded as in Attendance:**

*Village Officials and Staff:*

Michael Gagnon	Village Clerk
Kathy Thake	Village Manager
Greg Jones	Village Attorney
Peter Shadek	Village Treasurer
Donicio Silva	Village Police Chief (Acting)

1 Heather McFarland Assistant to the Village Manager  
2 Jordan Schmidt Management Analyst  
3 Molly Burns Management Analyst  
4

5 **Others, signing in as displayed in Participant List:**  
6

7 Larry White  
8 Duane O’Laughlin  
9 Mark Johnson  
10 Eileen Madigan  
11 Linda Byron  
12 David Joyce  
13 Tanya Brown  
14 Nicholas Vaez  
15

16 **Approval of Minutes**  
17

18 President Kaz asked if there any questions or comments regarding the following minutes:  
19

20 **A. Village Board – October 20, 2025 Regular Meeting**  
21

22 Hearing none, President Kaz then asked for a motion to approve the minutes as presented. Trustee Vitu so  
23 moved, and Trustee Hannus seconded the motion.  
24

25 **A roll call vote was taken as follows:**  
26

27 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu  
28

29 Opposed: None  
30

31 The roll call tally was six votes in favor, and none opposed. President Kaz declared the minutes approved.  
32

33 **Village President’s Report**  
34

35 President Kaz reminded the Board that holiday decorations would be forthcoming soon in anticipation of the  
36 annual Christmas Tree lighting ceremony conducted by the Kenilworth Park District on December 6<sup>th</sup>, 2025.  
37 She went on to thank the staff for their efforts to enhance the Village’s appearance during the holiday season.  
38

39 **Approval of the Warrant List**  
40

41 President Kaz then asked Trustee Gottschall to report on the Warrant List. He highlighted Class A warrant  
42 payments for the ongoing Lakefront Improvement Project, for joint police and fire department dispatch  
43 services, and medical insurance. He described Class B payments as payroll related.  
44

45 Trustees clarified payments for landscape refuse stickers. Hearing no further comments from the Board,  
46 President Kaz asked for a motion to approve the warrants as presented. Trustee Gottschall so moved, and

1 Trustee Hannus seconded the motion to approve the Class A warrants in the amount of \$798,096.81 and to  
2 ratify the Class B warrants in the amount of \$140,811.57.

3  
4 **A roll call vote was taken as follows:**

5  
6 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu

7  
8 Opposed: None

9  
10 The roll call tally was six votes in favor, and none opposed. President Kaz declared the warrants approved and  
11 ratified.

12  
13 **II. Regular Scheduled Business**

14  
15 President Kaz began consideration of Regular Scheduled Business by reading Items for Consideration by  
16 Omnibus Vote aloud as follows:

17  
18 **A. Items for Consideration by Omnibus Vote**

19  
20 1. Resolution Approving Change Order Number 1 for Construction Manager at Risk Services  
21 for the Water Plant Repurposing and Lakefront Improvements Project with Bulley and  
22 Andrews, Inc., Chicago, Illinois by Increasing the Contract Price by \$501,447 for a  
23 Guaranteed Maximum Price Value of \$7,481,447

24  
25 2. Adoption of a Resolution Estimating the Amounts to be Raised by Ad Valorem Taxes for the  
26 Tax Year 2025

27  
28 She then asked whether there were any questions from the Board and whether any members of the Board  
29 would like to remove any items from Omnibus Vote consideration. There were no questions or requests to  
30 remove items. She then asked if there were any questions from the public. Hearing none, President Kaz then  
31 asked for a motion to approve the items as presented. Trustee Ransford so moved, and Trustee Gottschall  
32 seconded the motion.

33  
34 **A roll call vote was taken as follows:**

35  
36 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu

37  
38 Opposed: None

39  
40 The roll call tally was six votes in favor, and none opposed. President Kaz declared the resolutions approved  
41 and adopted.

42  
43 President Kaz then turned to Items for Consideration by Individual Vote.

44  
45 **B. Items for Consideration by Individual Vote**

46  
47 3. Presentation from Ciorba on the Green Bay Road Enhancement Project

48

1 President Kaz asked Manager Thake to introduce Mark Johnson and Duane O’Laughlin of Ciorba Group Inc.  
2 (Ciorba) to present to the Board. Mr. Johnson began his presentation by reviewing the history and location of  
3 Green Bay Road Corridor and Streetscape Improvements (GBRCSI) to be proposed by Ciorba. The purpose of  
4 the GBRCSI project was to develop a conceptual plan for Green Bay Road encompassing the Kenilworth and  
5 Indian Hill (an adjoining section of the Village of Winnetka) business districts with the goal of improving  
6 vehicular, pedestrian, and bicyclist experience and safety, stimulate economic growth in the area, and  
7 enhance community identity. Mr. Johnson offered a number of suggested changes to traffic lanes, parking,  
8 and sidewalk configurations generally termed a “Road Diet” for the existing configuration, along with  
9 furnishing concepts designed to beautify the area. He went on to discuss the efforts by Ciorba to solicit  
10 resident input by conducting “town hall” meetings designed to present visual depictions of the possible  
11 changes proposed and soliciting resident preferences among various alternatives. Trustees clarified the need  
12 for regulating pedestrian and vehicular traffic given certain suggested configurations, the need to allow for  
13 effective snow removal, the effect on the number of total parking spaces, the placement of sidewalks and  
14 traffic lanes. Trustees encouraged Ciorba to better define the purpose of the project.  
15

16 President Kaz reminded the Board of the preliminary nature of the presentation in what will be a lengthy  
17 process of articulating that purpose. Mr. Johnson then reviewed the three phases of the project - preliminary  
18 engineering and environmental study, contract plan preparation and land acquisition, and lastly construction,  
19 as well as giving estimates of the time it would take to complete them. Trustees clarified the involvement of  
20 Illinois Department of Transportation (IDOT) and offered general feedback on what result of the project  
21 mattered most to them. Hearing no further comments from the Board, President Kaz opened the floor for  
22 comments from the public. Ms. Eileen Madigan clarified an aspect of the GBRCSI regarding jurisdictional  
23 transfer of roadway ownership with Manager Thake. President Kaz thanked the representatives of Ciorba for  
24 their presentation and reminded participants that the project is presently in the development stage when  
25 ideas and input are encouraged.  
26

27 Moving to the next item under Regular Scheduled Business by reading it aloud.  
28

- 29 4. Consideration and Action on an Ordinance Providing for the Issue of Not to Exceed  
30 \$965,000 General Obligation Limited Tax Bonds, Series 2025, of the Village of Kenilworth,  
31 Cook County, Illinois, for the Purpose of Financing Various Capital Projects and Other Lawful  
32 Expenditures in and for Said Village, Providing the Revenue Source to Pay Certain  
33 Outstanding Obligations of Said Village, Providing for the Levy and Collection of a Direct  
34 Annual Tax to Pay the Principal and Interest on Said Bonds, and Authorizing the Sale of Said  
35 Bonds to the Purchaser Thereof.  
36

37 She then asked Manager Thake to present this item. Manager Thake reviewed the history of this annual bond  
38 sale to finance Village expenditures while it awaits the annual payment of property tax revenues from Cook  
39 County. She introduced Mr. Larry White of Chapman and Cutler LLP who acts as bond counsel for the Village.  
40 Mr. White articulated the process and timeline for executing the sale of a bond legally. Trustees clarified that  
41 this bond sale is an annual sale and has been used repeatedly to finance Village activities. When concern was  
42 voiced about the dearth of potential bidders, Ms. Linda Byron of Raymond James, acting as the Village’s  
43 financial advisor described bond market conditions that explained the phenomenon to the Board’s  
44 satisfaction. The Board and Mr. White reviewed the need for delegating approval to President Kaz and  
45 Manager Thake stipulated in the ordinance, and why the timing of the bond sale is traditionally done at the  
46 end of the fiscal year. With no further questions from the Board, President Kaz asked for a motion to approve  
47 the item as submitted. Trustee Ransford so moved. Trustee Gottschall seconded the motion.  
48

49 **A roll call vote was taken as follows:**  
50

1 For: Ransford, Ottsen, Hannus, Gottschall, Lojkovic, Vitu

2  
3 Opposed: None

4  
5 The roll call tally was six votes in favor, and none opposed. President Kaz declared the Action on the  
6 Ordinance taken.

- 7
- 8 5. Action on the Following Items Pertaining to the Fiscal Year 2026 Village Budget:
- 9 a. Conduct a Public Hearing Concerning the FY26 Budget

10  
11 President Kaz then turned to Item #B5a on the Board agenda by convening a Public Hearing Concerning the  
12 FY26 Budget at 7:58 p.m. and asking the Village Clerk to call the role. The results were as follows:

13  
14 Trustees:

15	Trustee Tim Ransford	Present
16	Trustee Christopher Ottsen	Present
17	Trustee Amy Hannus	Present
18	Trustee John Gottschall	Present
19	Trustee Matthew Lojkovic	Present*
20	Trustee Joseph Vitu	Present
21	President Cecily Kaz	Present

22  
23 *\*(Trustee Lojkovic left the meeting at approximately 8:10 pm.)*

24  
25 She then asked Manager Thake to present this item. Manager Thake reviewed the process followed by staff  
26 and the Board up to the present, the highlights of the FY 2025 budget including the structural balance, the  
27 budget surplus, important contributions made, personnel costs, the limitations imposed by Property Tax  
28 Extension Law Limit (PTELL) in Illinois, the importance of new construction levies, major budget initiatives, and  
29 capital improvement projects. She went on to analyze General Fund revenues and expenditures, sources of  
30 revenue for the general fund, general fund expenditures, contributions to the police pension fund, activity in  
31 other Village funds, and long-term debt service obligations. She concluded by reviewing the next steps the  
32 Board will take to authorize the FY 2026 budget proposal. President Kaz asked whether anyone on the Board  
33 had questions. There were none. She then asked whether any member of the public had questions. Village  
34 Treasurer Peter Shadek clarified the calculation of the structural budget surplus with Manager Thake.

35  
36 President Kaz requested a motion to close the public hearing. Trustee Gottschall so moved, and Trustee  
37 Hannus seconded the motion.

38  
39 **A roll call vote was taken as follows:**

40  
41 For: Ransford, Ottsen, Hannus, Gottschall, Vitu

42  
43 Opposed: None

44  
45 The roll call tally was 5 votes in favor, and none opposed. President Kaz declared the public hearing closed at  
46 8:13 p.m.

47  
48 President Kaz then turned to Item #B5b on the Board agenda.  
49

1 b. Adoption of an Ordinance Approving the Calendar Fiscal Year 2026 Budget

2  
3 President Kaz requested a motion to approve the item as presented. Trustee Vitu so moved, and Trustee  
4 Gottschall seconded the motion.

5  
6 **A roll call vote was taken as follows:**

7  
8 For: Ransford, Ottsen, Hannus, Gottschall, Vitu

9  
10 Opposed: None

11  
12 The roll call tally was 5 votes in favor, and none opposed. President Kaz declared ordinance adopted and the  
13 FY 2026 budget approved.

14  
15 **Report from Staff**

16 A. Community Development

17 B. Finance

18 C. Police

19 President Kaz asked Chief Silva (Acting) to report. He reported on recent traffic-related activity, community  
20 engagement activity, the most recent public safety committee meeting agenda items including the annual  
21 Automated License Plate Reader(ALPR) audit, safety enforcement for electric bicycles and scooters,  
22 addressing ongoing traffic concerns among Village residents and the temporary lifting of the gas-powered leaf  
23 blower ban to accommodate the circumstances of a "late fall".

24 D. Public Works

25 E. Legal Counsel

26 No formal report

27 F. Village Manager

28 Manager Thake informed the Board of communication activities related to an extension of leaf pickup  
29 deadline by the Village refuse hauling vendor.

30  
31 **Business from the Public**

32  
33 President Kaz asked whether there was any Business from the Public. Village resident Ms. Tanya Brown  
34 expressed her concerns about immigration enforcement activity by the United States Immigration and  
35 Customs Enforcement Agency taking place in the Village. Trustees expressed support for Ms. Brown.

36  
37 **Executive Session**

38  
39 A. 5 ILCS 120/2(c)(1) – The appointment, employment, compensation, discipline, performance, or  
40 dismissal of specific employees

41  
42 Hearing no further public business, President Kaz asked for a motion to adjourn to closed session. Trustee  
43 Ransford offered a motion to convene in Executive Session for the purpose of discussing the appointment,  
44 employment, compensation, discipline, performance, or dismissal of specific employees. Trustee Gottschall  
45 seconded the motion.

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**A roll call vote was taken as follows:**

For: Ransford, Ottsen, Hannus, Gottschall, Vitu

Opposed: None

The roll call tally was 5 votes in favor, and none opposed. President Kaz declared the motion passed at 8:25 p.m. and then asked unauthorized persons to clear the meeting.

**Adjourn**

Having no further business, President Kaz asked for a motion to adjourn the meeting. Trustee Gottschall so moved, and Trustee Vitu seconded the motion.

**A roll call vote was taken as follows:**

For: Ransford, Ottsen, Hannus, Gottschall, Vitu

Opposed: None

The roll call tally was five votes in favor, and none opposed.

President Kaz declared the meeting adjourned at 9:30 p.m.



## Request for Board Action

**Agenda Item:** IV – Warrant List

**Considered By:**  
Village Board

**Date:**  
12/9/25

**Staff Contact:** Katarzyna Thake, Administration  
Kathleen Morley, Lauterbach & Amen

**Subject:** Approval of the Warrant List

**Summary:** Warrants are presented for consideration and approval in two different classifications. Class A warrants are those payments which are submitted to the Village Board for review and approval. For these warrants, no payment has been issued. Class B warrants are payments that have already been made and are submitted to the Village Board for ratification. Employee payroll is typically included in the Class B warrants total when presented, but not shown on check listing since payroll is paid from the payroll account.

Payments which are of particular note are highlighted on the warrant list.

**Policy:** Village financial activity is governed by a combination of the Village Code and financial policies of the Village.

**Recommendation:** The Village Manager submits the following for review and consideration:

- **Class A Warrant List (attached) totaling \$1,001,452.40 - 79 disbursements**
- **Class B Warrant List and Payroll totaling \$159,838.27**
  - Class B Check Register = No disbursements
  - Employee Payroll, November 20 \$69,844.54
  - Employee Payroll, November 6 \$89,993.73
  - Payroll expenses do not appear on the Class B Warrant List printout but are ratified with the Class B Warrants
- **Check Numbering:**
  - Last check number approved – GEN 41906, 690(A) & 672(E) – November 17<sup>th</sup>
  - Start/End Checks Class B - None
  - Start/End Check Class A - GEN 41907 - 41960, 691(A) – 713(A)
- **Voided Checks and Cause**
  - None

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 12/02/2025 - 12/11/2025  
 CLASS A WARRANTS FOR 12/09/2025  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GEN GENERAL OPERATING					
Check Type: ACH Transaction					
12/10/2025	GEN	691 (A)	ADVANCE SWEEPING SERVICES, INC.	7 OUT OF 10 STREET SWEEPINGS NOVEMBER	1,993.99
12/10/2025	GEN	692 (A)	ANCEL, GLINK, DIAMOND, BUSH, DICANN	OCT 2025 LEGAL SERVICES	12,657.50
12/10/2025	GEN	693 (A)	BULLEY & ANDREWS, LLC	BIP CONST - PAY APP 2	477,260.28
12/10/2025	GEN	694 (A)	CINTAS CORPORATION	2ND WEEK OF NOVEMBER UNIFORM RENTAL	51.81
				3RD WEEK OF NOVEMBER UNIFORM RENTAL	51.81
					103.62
12/10/2025	GEN	695 (A)	CONVERGED DIGITAL NETWORKS LLC	VH & PW PHONE 122125-012026	376.00
12/10/2025	GEN	696 (A)	CRYSTAL MANAGEMENT &	MONTHLY CLEANING SERVICES - DECEMBER 202	1,155.00
12/10/2025	GEN	697 (A)	DELTA DENTAL OF ILLINOIS - VISION	VISION BENEFITS - DECEMBER 2025	218.24
12/10/2025	GEN	698 (A)	DELTA DENTAL OF ILLINOIS VISION HD	VISION BENEFITS - HIGH DEDUCTIBLE DECEMB	27.00
12/10/2025	GEN	699 (A)	FLOOD BROTHERS DISPOSAL	OCTOBER STREET SWEEPING ROLL OFF	1,023.60
12/10/2025	GEN	700 (A)	GARVEY'S, INC.	COPY PAPER	74.39
12/10/2025	GEN	701 (A)	GEWALT HAMILTON ASSOC., INC	OCTOBER 2025 GENERAL ENG SERVICES	444.60
				OCTOBER 2025 PLAN REVW ENG SERVICES	4,401.30
				OCTOBER 2025 BEACH ENG INSPECTIONS SERVI	370.00
					5,215.90
12/10/2025	GEN	702 (A)	INTERDEV, LLC	CONTRACT IT SVC - NOVEMBER 2025	4,637.55
12/10/2025	GEN	703 (A)	LAUTERBACH & AMEN, LLP	ACCOUNTING SERVICES - OCTOBER 2025	7,725.00
12/10/2025	GEN	704 (A)	MADISON NATIONAL LIFE	LIFE INSURANCE - DECEMBER 2025	134.95
12/10/2025	GEN	705 (A)	MENARDS-MORTON GROVE	RETAINING WALL BLOCKS FOR TRANSFORMER	153.97
				SOLAR LIGHT FOR STEP COMING INTO VILLAGE	67.25
				PLANT FOR HOLIDAY PLANTER	49.99
				HOLIDAY DECOR FOR PLANTERS	307.91
				OIL, WINDSHIELD WASH FLUID AND HOLIDAY L	163.71
				CREDIT FOR RETURN OF GUTTER CLIPS	(59.90)
					682.93
12/10/2025	GEN	706 (A)	OSAGE	SEPTEMBER TREE INSPECTIONS	616.25
12/10/2025	GEN	707 (A)	SAFE BUILT	OCT 2025 BUILDING PLAN REVIEW AND INSPEC	7,076.35
12/10/2025	GEN	708 (A)	WOODHOUSE TINUCCI ARCHITECTS, LLC	ARCH. BEACH PROJECT - VB APPROVAL 10/28/	13,538.75
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	1,355.70
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	12,150.00
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	36,374.80
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	226.45
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	22,865.00
					86,510.70
12/10/2025	GEN	709 (A)	CINTAS CORPORATION	4TH WEEK NOVEMBER UNIFORM RENTAL	51.81
12/10/2025	GEN	710 (A)	FLOOD BROTHERS DISPOSAL	NOVEMBER STREET SWEEP WASTE PICK UP	1,398.65
12/10/2025	GEN	711 (A)	MENARDS-MORTON GROVE	POTS FOR PLANTER HOLIDAY PLANTS	121.13
12/10/2025	GEN	712 (A)	OSAGE	NOVEMBER TREE INPSECTIONS	510.00
12/10/2025	GEN	713 (A)	SHERWIN-WILLIAMS	PAINT FOR CHIEFS OFFICE	84.52
				PAINT FOR CHIEF OFFICE	50.95
					135.47

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 12/02/2025 - 12/11/2025  
 CLASS A WARRANTS FOR 12/09/2025  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
Total ACH Transaction:					609,706.31
Check Type: Paper Check					
12/03/2025	GEN	41957	BLM Heritage	BD Bond Refund	5,500.00
12/03/2025	GEN	41958	LECHNER AND SONS	MAT RENTAL 4TH WEEK OF NOVEMBER TRAIN ST MAT RENTAL 1ST WEEK DECEMBER TRAIN STATI	51.56 51.56
					103.12
12/03/2025	GEN	41959	MARK LABEAU	TUITION REMBURSEMENT SUMMER & FALL 2025	2,976.00
12/03/2025	GEN	41960	MILLEN ACE HARDWARE	RAIN X FOR WINDSHIELDS USED FOR PLOWING CABLE TIES FOR BOWS AND WREATHS LARGE 70 OZ BOTTLE DISH SOAP	19.78 15.29 14.39
					49.46
12/03/2025	GEN	41961	RAY O'HERRON CO INC	GUN LOCKS (4), 45 AUTO 5/50, AND 40 S&W	292.40
12/03/2025	GEN	41962	SUNRISE TREE SERVICE, INC.	REMOVED LARGE DANGEROUS LIMBS FROM LOCUS	980.00
12/10/2025	GEN	41907	Allyson Bunker	BD Bond Refund	2,500.00
12/10/2025	GEN	41908	BLUESKY TIRE & AUTO SERVICE	615- ENGINE & TRANS MOUNTS	1,501.86
12/10/2025	GEN	41909	CAROL KENNEDY-EDELSTEIN	TRAVEL REIMBURSEMENT- TYLER RECORDS TRAI	21.86
12/10/2025	GEN	41910	Cedar Roofing Company	BD Bond Refund	2,500.00
12/10/2025	GEN	41911	Chalet Enterprise LLC	BD Bond Refund	2,500.00
12/10/2025	GEN	41912	CHICAGO TRIBUNE COMPANY, LLC	LEGAL NOTICE - OCTOBER 2025	116.34
12/10/2025	GEN	41913	CHICAGOLAND PAVING	WOODSTOCK/RICHMOND/ROGER PROJECT - FINAL	229,642.55
12/10/2025	GEN	41914	CIVIC PLUS	ANNUAL SSL SETUP	158.00
12/10/2025	GEN	41915	CLARK BAIRD SMITH LLP	11/2025 LEGAL SERVICES RENDERED LABOR AT	1,072.50
12/10/2025	GEN	41916	COMED	COMED - WATER TOWER ELECTRIC 100325-11/3	35.94
12/10/2025	GEN	41917	CONSERV FS-WAUCONDA	PAINT FOR SPAYER TO MARK CROSS WALK	150.00
12/10/2025	GEN	41918	DELL MARKETING, LP	O365 P1 ADD-ON ANNUAL LICENSES 11/1/25-1 O365 ANNUAL LICENSES 11/1/25-10/31/26	1,751.04 4,373.04
					6,124.08
12/10/2025	GEN	41919	EMS MANAGEMENT & CONSULTANTS	AMBULANCE FEES OCTOBER 2025	320.03
12/10/2025	GEN	41920	FIRST NATIONAL BANK OF OMAHA	CERT MAIL 624 GB RD SUP 2ND AMDT RECORDI	7.47
12/10/2025	GEN	41921	HAYIM & KLARA ABREVAYA	BD Bond Refund	5,500.00
12/10/2025	GEN	41922	HAYIM & KLARA ABREVAYA	BD Bond Refund	5,000.00
12/10/2025	GEN	41923	HEART CERTIFIED AUTO CARE - WILMETT	614 COOLANT SERVICE AND OIL CHANGE 614 RIGHT FRONT TIRE REPAIR SQAUD 614 RIGHT FRONT TIRE REPAIR SQUAD 614 OIL CHANGE AND COOLANT SERVICE SQUAD 616 ENGINE COOLANT THERMOSTAT-BYPA	252.76 44.25 44.25 252.76 993.79
					1,587.81
12/10/2025	GEN	41924	J.G. UNIFORMS INC	UNIFORMS-LABEAU 2 PANTS AND SHOES UNIFORMS-VALLEJO BELT-KEY LOOP-SQUALL GL	279.90 91.00
					370.90
12/10/2025	GEN	41925	JOHN CROGHAN	BD Bond Refund	1,965.00
12/10/2025	GEN	41926	Jonathan Funch	BD Bond Refund	3,326.25
12/10/2025	GEN	41927	JUAN HERNANDEZ	BD Bond Refund	1,500.00
12/10/2025	GEN	41928	KLOEPFER CONSTRUCTION, INC	WATER MAIN BREAK ON TUDOR	8,028.60

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
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Check Date	Bank	Check	Vendor Name	Description	Amount
12/10/2025	GEN	41929	LECHNER AND SONS	2ND WEEK NOVEMBER MAT RENTAL TRAIN STATI 3RD WEEK NOVEMBER MAT RENTAL TRAIN STATI	51.56 51.56 <hr/> 103.12
12/10/2025	GEN	41930	Louis Keiler, Jr.	BD Bond Refund	1,312.50
12/10/2025	GEN	41931	MAPLE CABLE CONSTRUCTION INC	PULL 236 OF NEW CONDUIT FOR STREET LIGHT	3,540.00
12/10/2025	GEN	41932	MARTIN YUNDT	TRAINING REIMBURSEMENT - TYLER REPORT WR	23.47
12/10/2025	GEN	41933	MECOR, INC.	LIGHT BULBS FOR STREET LIGHTS	730.50
12/10/2025	GEN	41934	MICHAEL MCGARRY	TRAVEL REIMBURSEMENT- TYLER RECORDS TRAI	22.71
12/10/2025	GEN	41935	MICHAEL MCGARRY	TRAINING- TYLER REPORT WRITING 11042025	26.26
12/10/2025	GEN	41936	MID AMERICAN WATER OF	36" LONG SS REPAIR CLAMP FOR WATER MAIN	986.66
12/10/2025	GEN	41937	MIDWEST METER, INC.	DCUS (3) MAINT & UPGRADES	4,662.00
12/10/2025	GEN	41938	MILLEN ACE HARDWARE	BLACK GALVANIZED CAP FOR FOUNTAIN FILL P MULCH FOR AROUND NEW TREES (PLANTED BY P WIRE FOR FASTENING GARLAND AND LAMPHOLDE EXTRA WIRE FOR INSTALLING GARLAND CREDIT FOR CAP RETURN FOR RIGHT SIZE CAP	4.49 31.46 23.92 17.99 (1.26) <hr/> 76.60
12/10/2025	GEN	41939	Next Door and Window	BD Bond Refund	1,497.75
12/10/2025	GEN	41940	NICOR	PUBLIC WORKS GAS 102325-112025 BOOSTER PUMP GAS 102325-112025 WATER TOWER GAS 102325-112025 VILLAGE HALL GAS 102325-102025 WATER PLANT GAS 102325-112025	494.95 150.90 55.29 429.81 318.20 <hr/> 1,449.15
12/10/2025	GEN	41941	PACE ANALYTICAL SERVICES, LLC	NOVEMBER BAC T WATER SAMPLE QAUARTERLY IEPA WATER SAMPLES	60.00 105.00 <hr/> 165.00
12/10/2025	GEN	41942	POMP'S TIRE SERVICE, INC.	INSTALL NEW INNER TUBE ON TRACTOR REAR T	720.60
12/10/2025	GEN	41943	RAY O'HERRON CO INC	PD FIREARM PACKAGE PURCHASE PD FIREARM PACKAGE PURCHASE PD FIREARM PACKAGE PURCHASE- CREDIT	1,943.00 5,856.00 (3,000.00) <hr/> 4,799.00
12/10/2025	GEN	41944	RILEIGHS OUTDOOR, LLCS	C7 AND C9 BULB HOLDERS FOR HOLIDAY LIGHT	195.00
12/10/2025	GEN	41945	ROSE PEST SOLUTIONS, INC.	SEMI-ANNUAL PEST CONTROL SPRAY 112425	92.00
12/10/2025	GEN	41946	SUNRISE TREE SERVICE, INC.	LARGE HOLLOW TREE REMOVAL KW AVE LARGE DANGEROUS ELM ON 257 KW AVE REMOVA REMOVE DEAD LIMBS FROM 60' TALL LOCUST K	2,210.00 1,575.00 490.00 <hr/> 4,275.00
12/10/2025	GEN	41947	Superior Fence and Rail	BD Bond Refund	796.75
12/10/2025	GEN	41948	TESKA ASSOCIATES	OCT 2025 ZONING PLAN REVIEW SERVICES	10,051.01
12/10/2025	GEN	41949	THOMSON REUTERS-WEST	INVESTIGATIVE TOOL OCTOBER 1 2025-OCTOBE	247.35
12/10/2025	GEN	41950	TMW ENTERPRISES PAVING & MAINT.	BD Bond Refund	2,500.00
12/10/2025	GEN	41951	U.S. WATERPROOFING & CONSTRUCTION C	BD Bond Refund	2,500.00
12/10/2025	GEN	41952	ULINE	SHELF/BIN ORGINAZER FOR EVIDENCE ROOM	1,320.00
12/10/2025	GEN	41953	VERIZON WIRELESS	CELL SERVICE FOR METER READ & SQUAD HOT	217.18

12/03/2025 11:23 AM  
User: JSCHMIDT  
DB: Kenilworth

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
CHECK DATE FROM 12/02/2025 - 12/11/2025  
CLASS A WARRANTS FOR 12/09/2025  
TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
12/10/2025	GEN	41954	VILLAGE OF WILMETTE	PURCHASE OF WATER - OCTOBER 2025	56,364.56
12/10/2025	GEN	41955	WILMETTE TRUCK & BUS SERVICE	VEHICLE INSPECTIONS (STATE MANDATE)	135.00
12/10/2025	GEN	41956	ZAFIRO PAPASTRATAKOS // ZTP STUDIO	DEC 2025 PERMIT COORDINATION / CODE ENFO	9,108.75
Total Paper Check:					<u>391,746.09</u>

GEN TOTALS:

Total of 79 Checks:	1,001,452.40
Less 0 Void Checks:	0.00
Total of 79 Disbursements:	<u>1,001,452.40</u>



## Request for Board Action

**Agenda Item:** V.A.1

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Cecily Kaz, Village President

**Subject:** Appointment of Donicio Silva as Police Chief Effective January 1, 2026

**Summary:** On September 1, 2025, a vacancy occurred in the position of Police Chief. Sergeant Donicio Silva has been serving as the Acting Police Chief since the position became vacant. Section 32.31(A) of the Village Code allows the Village Board to appoint the Police Chief. Effective January 1, 2026, Donicio Silva shall serve as Police Chief for the Kenilworth Police Department.

**Background of Matter:** Since September 1, 2025, Donicio Silva has been serving in the Acting Police Chief role to ensure continuity of operations within the Department since the retirement of the previous Police Chief. During the last few months, Silva has been committed to identifying department priorities and challenges by managing them effectively.

Donicio Silva is qualified to fill the role of Police Chief based on his law enforcement experience, supervisory experience and the ability to apply best practices in strategic visioning and planning. Donicio Silva is a 3.5-year employee of the Village and has served in multiple roles with the Oak Park Police Department and the US Army. In addition to his law enforcement related training, Silva is currently pursuing a Master of Public Administration from University of Illinois at Chicago. Due to his successful career, advanced education, and support from the Department, Donicio Silva possesses the skills and ability to lead the Department in the Police Chief role.

**Policy:** Section 32.31(A) of the Village Code provides for the Police Chief to be appointed by the President and Board of Trustees voting jointly.

**Financial Impact:** There is no financial impact associated with the appointment. Compensation is set forth under agenda item V.A.5.

**Recommendation:** It is recommended that Sergeant Donicio Silva is appointed to the salaried position of Police Chief effective January 1, 2026.

**Attachment:** None



## Request for Board Action

**Agenda Item:** V.A.2

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Katarzyna Thake, Administration

**Subject:** Adoption of the following Ordinances Abating the Tax Heretofore Levied for Tax Year 2025 to Pay the Principal and Interest on General Obligation Refunding Bonds:

- a) Series 2015A Abatement
- b) Series 2022 Abatement

**Summary:** Both the Series 2015A and Series 2022 bond ordinances provided an automatic levy of property tax sufficient for debt service should adequate pledged revenue not be available. Adequate water revenue was received in 2025 to cover the 2015A debt service and adequate bond revenue was received to service the Series 2022 debt service; therefore, the attached two ordinances were prepared to abate the levy of property taxes to service the debt.

**Background of Matter:** When the Village Board issues alternate revenue source bonds, it is common practice to pledge backup (additional) revenue sources toward the debt service of the bonds. This “backup” assures bond holders that default is unlikely and thereby lessens the associated risk. Property tax revenues are typically the pledged backup revenue source. The bond ordinance pledges the levy of property taxes in an amount sufficient to service the debt. Once adopted, the ordinance is distributed to the County Clerk with a debt service schedule. The Clerk will then levy property taxes in the necessary amount to pay the debt service automatically without any further action by the Village Board. That is, unless the Village Board adopts an ordinance directing the County Clerk to abate the property tax levy for debt service.

The Village currently has two different alternate revenue source debt issuances that are subject to the automatic levy of property taxes. The Series 2015A bonds (Ordinance 1151) and the Series 2022 bonds (Ordinance 1304). The Series 2015A bonds have revenue pledged from the water fund to cover the debt. The funding source is the “System Improvement Charge” included in the water bills. Sufficient revenue was received in the water fund to cover the debt service. Therefore, the Village Manager recommends that the Village Board adopt the ordinance abating the related property tax levy for debt service.

The second debt issuance establishing the automatic property tax levy is the Series 2022 bonds. The bonds were issued in 2022 to fund the second phase of the Green Streets project. The pledged revenue for the debt service is the debt issued annually under the alternate revenue source bond authority. The Village Board authorized the sale of the bonds in November, thereby providing the necessary revenue to service the Series 2022 bonds. Therefore, the Village Manager recommends that the Village Board adopt the ordinance abating the related property tax levy for debt service.

The abatement ordinances have been prepared by the Village's Bond Counsel, Chapman and Cutler. Each ordinance is presented for approval.

**Financial Impact:** Adopting the first of the attached ordinances will abate the levy of property taxes for the Series 2015A bonds. Adopting the second ordinance will abate the levy of property taxes for the Series 2022 bonds. Sufficient revenue was received during the year to negate the need for the property tax levy on each of the bond series.

**Recommendation:** It is recommended that the Village Board adopt the two ordinances as presented.

**Attachments:** Ordinance effectuating the Series 2015A property tax abatement  
Ordinance effectuating the Series 2022 property tax abatement

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR  
THE YEAR 2023 TO PAY THE PRINCIPAL OF AND INTEREST ON  
\$3,400,000 GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE  
REVENUE SOURCE), SERIES 2015A, OF THE VILLAGE OF KENILWORTH,  
COOK COUNTY, ILLINOIS

Passed by the Board of Trustees this \_\_\_\_ day of December, 2025

Published by the Board of Trustees this \_\_\_\_ day of December, 2025

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF KENILWORTH  
COOK COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

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Michael Gagnon  
Village Clerk

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL OF AND INTEREST ON \$3,400,000 GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE REVENUE SOURCE), SERIES 2015A, OF THE VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS

**WHEREAS**, the President and Board of Trustees (the "*Village Board*") of the Village of Kenilworth, Cook County, Illinois (the "*Village*"), by Ordinance Number 1151, adopted on the 17th day of August, 2015 (the "*Bond Ordinance*"), did provide for the issue of \$3,400,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2015A (the "*Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

**WHEREAS**, the Village will have the Pledged Revenues (as defined in the Bond Ordinance) in the appropriate account or fund pursuant to the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including December 1, 2025; and;

**WHEREAS**, it is necessary and in the best interests of the Village that the tax heretofore levied for the year 2025 to pay the principal of and interest on the Bonds be abated; and

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

**Section One: Recitals.** The foregoing recitals are incorporated into this Ordinance as findings of the President and Board of Trustees.

**Section Two: Abatement of Tax.** The tax heretofore levied for the year 2025 in the Bond Ordinance is hereby abated in its entirety.

**Section Three: Filing of Ordinance.** Forthwith upon the adoption of this ordinance, the Village Clerk shall file a certified copy hereof with the County Clerk of The County of Cook, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2025 in accordance with the provisions hereof.

**Section Four. Effective Date.** This ordinance shall be in full force and effect forthwith upon its passage by the Village Board and signing and approval by the President.

(Signature Page Follows)

PASSED: This \_\_\_\_ day of December, 2025

AYES:

NAYS:

ABSENT:

ABSTAIN:

---

Cecily Kaz  
Village President

ATTEST:

---

Michael Gagnon  
Village Clerk

Recorded in the Village Records on \_\_\_\_\_.

ATTEST:

---

Deputy Village Clerk

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois, and as such official I do further certify that on the \_\_\_\_ day of December, 2025, there was filed in my office a duly certified copy of Ordinance No.\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2025 to pay the principal of and interest on \$3,400,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2015A, of the Village of Kenilworth, Cook County, Illinois

(the “*Ordinance*”) duly adopted by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois (the “*Village*”), on the \_\_\_\_ day of December, 2025, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2025 for the payment of the Village’s \$3,400,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2015A, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this \_\_\_\_ day of December, 2025.

\_\_\_\_\_  
County Clerk

[SEAL]

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR  
THE YEAR 2025 TO PAY THE PRINCIPAL OF AND INTEREST ON  
\$7,125,000 GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE  
REVENUE SOURCE), SERIES 2022, OF THE VILLAGE OF KENILWORTH,  
COOK COUNTY, ILLINOIS

Passed by the Board of Trustees this \_\_\_\_ day of December, 2025

Published by the Board of Trustees this \_\_\_\_ day of December, 2025

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF KENILWORTH  
COOK COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

---

Michael Gagnon  
Village Clerk

ORDINANCE NO. \_\_\_\_\_

ORDINANCE ABATING THE TAX HERETO LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL OF AND INTEREST ON \$7,125,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2022, OF THE VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS.

**WHEREAS**, the President and Board of Trustees (the “*Board*”) of the Village of Kenilworth, Cook County, Illinois (the “*Village*”), by Ordinance Number 1304 adopted on the 22nd day of February, 2022 (as supplemented by a notification of sale, the “*Ordinance*”), did provide for the issue of \$7,125,000 General Obligation Bonds (Alternate Revenue Source), Series 2022 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

**WHEREAS**, the Board has determined that funds are or will be available to pay any principal of or interest on the Bonds when due in the next succeeding bond year (June 1 and December 1), so as to enable the abatement of the Pledged Taxes levied for the same; and

**WHEREAS**, it is necessary and in the best interests of the Village that the tax heretofore levied for the year 2025 to pay the principal of and interest on the Bonds be abated;

**Now Therefore Be It Ordained** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

**Section 1. Abatement of Tax.** The tax heretofore levied for the year 2025 in the Ordinance is hereby abated in its entirety.

**Section 2. Filing of Ordinance.** Forthwith upon the adoption of this ordinance, the Village Clerk shall file a certified copy hereof with the County Clerk of The County of Cook, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2025 in accordance with the provisions hereof.

**Section 3. Effective Date.** This ordinance shall be in full force and effect forthwith upon its passage by the Board and signing and approval by the President.

(Signature Page Follows)

Passed by the President and Board of Trustees on December \_\_, 2025.

Approved December \_\_, 2025.

---

Cecily Kaz  
Village President

AYES:

NAYS:

ABSENT:

ABSTAIN:

Recorded in the Village Records on \_\_\_\_\_, 2025.

ATTEST:

---

Michael Gagnon  
Village Clerk

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 2025, there was filed in my office a duly certified copy of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax hereto levied for the year 2025 to pay the principal of and interest on \$7,125,000 General Obligation Bonds (Alternate Revenue Source), Series 2022, of the Village of Kenilworth, Cook County, Illinois.

(the “*Ordinance*”) duly adopted by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois (the “*Village*”), on the \_\_\_\_ day of December, 2025, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2025 for the payment of the Village’s \$7,125,000 General Obligation Bonds (Alternate Revenue Source), Series 2022, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this \_\_\_\_ day of December 2025.

\_\_\_\_\_  
County Clerk

[SEAL]



## Request for Board Action

**Agenda Item:** V.A.3

**Staff Contact:** Katarzyna Thake, Village Manager

**Considered By:**

Village Board

Village Board

**Date:**

12/9/25

11/17/25

**Subject:** Adoption of the Following Items Related to the 2025 Tax Levy for the Village Fiscal Period January 1, 2026 through December 31, 2026:

- a) An Ordinance for the Levy Assessment and Collection of Taxes for the Village
- b) A Resolution Limiting the Additional Tax Levy Extension for Loss and Cost to Two Percent

**Summary:** Annually, the Village is required to adopt an ordinance establishing the amount of property tax to be levied to support services. Additionally, the Board passes a resolution on an annual basis to limit the additional tax levy extension due to loss and cost.

**Background of Matter:** Pursuant to State law, on or before the last Tuesday in December, the Village must file with the County Clerk an Ordinance requesting a property tax levy to be levied on all taxable property within the Village. The attached proposed Ordinance reflects the proposed Tax Year 2025 levy as further described below.

At the November meeting, the Trustees requested the Total Village-wide Tax Levy reflect a 4.3% or \$152,199 increase over prior year receipts. The 2026 total budget plus debt service equates to \$7,329,928, and is a decline of \$15,451 from the prior fiscal year. The levy for 2025 comprises 74.7% of the Village's financial needs, compared to 2024's levy which represented 72.9% of the Village's financial needs. This levy is based on a 2.9% Consumer Price Index (CPI) factor, a limited new construction estimate of 1.1%, and 0.3% due to the 2025 property reassessment. The maximum tax levy amount on existing property, as established by the Property Tax Extension Limitation Law (PTELL), is limited to the lesser of 5.0% or the change in Consumer Price Index (CPI) for the year preceding the levy year.

### *Loss & Costs*

Annually, the Village Board considers a resolution to limit the amount of the Loss and Cost factor of the Tax Levy Extension to a maximum of two percent. This adjustment is made to limit the over-collection of taxes to cover uncollectable taxes. Due to residents diligently paying their taxes, the Village is able to reduce the amount of the loss and costs via ordinance. The limiting amount was compared for the 2024 levy collection and found to be reasonable. Attached for consideration is the resolution necessary to effectuate that action for Tax Year 2025.

**Financial Impact:** The FY25 Budget anticipates receiving the amount of property taxes levied as identified in the attached ordinance.

**Recommendation:** It is recommended that the Village Board adopt the attached ordinance.

**Attachment:** Ordinance Authorizing the 2025 Tax Year Levy  
Resolution Limiting the Loss and Cost to Two Percent

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ORDINANCE NO. \_\_\_\_\_

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AN ORDINANCE FOR THE LEVY ASSESSMENT AND COLLECTION OF TAXES FOR THE  
VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR  
COMMENCING ON THE FIRST DAY OF JANUARY, 2026,  
AND ENDING ON THE THIRTY-FIRST DAY OF DECEMBER, 2026

Passed by the Board of Trustees, December 9, 2025  
Printed and Published, December 9, 2025

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF KENILWORTH  
COOK COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

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Michael Gagnon  
Village Clerk

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE FOR THE LEVY ASSESSMENT AND COLLECTION OF TAXES  
FOR THE VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS FOR THE  
FISCAL YEAR COMMENCING ON THE FIRST DAY OF JANUARY, 2026,  
AND ENDING ON THE THIRTY-FIRST DAY OF DECEMBER, 2026**

**BE IT ORDAINED**, by the President and Board of Trustees of the Village of Kenilworth:

**Section 1.** THAT WHEREAS, by an Ordinance passed by the President and Board of Trustees of the Village of Kenilworth on the 17<sup>th</sup> day of November, 2025, the sum of Seven Million, Three Hundred Twenty-Nine Thousand, Nine Hundred and Twenty-Eight Dollars (\$7,329,928) was heretofore budgeted for corporate and other purposes of said Village of Kenilworth for the fiscal year commencing on the First day of January, 2026, and ending on the Thirty-first day of December, 2026; and

**Section 2.** THAT WHEREAS, of the total said of Seven Million, Three Hundred Twenty-Nine Thousand, Nine Hundred and Twenty-Eight Dollars (\$7,329,928) budgeted by the Village of Kenilworth, the Village requires to be raised by taxation for the current year, the sum of Five Million, Four Hundred Seventy-Five Thousand, Six Hundred and Ninety-Nine Dollars (\$5,475,699) or as much as may be authorized by law as indicated in the following Summary of 2025 Property Tax Levy under the column labeled “Amount to Be Raised by Tax Levy.”

**2025 PROPERTY TAX LEVY SUMMARY**

	<b>Amount Budgeted</b>	<b>Amount to be Raised by Taxes</b>
Administration	\$901,545	
Support Services	\$104,641	
Building & Grounds	\$70,928	
Beach	\$71,188	
<b>Total Corporate</b>	<b>\$1,148,302</b>	<b>\$450,942</b>
Garbage	\$105,986	\$0
IMRF	\$14,424	\$10,420
Street & Bridge	\$420,841	\$234,980
Fire Protection	\$510,562	\$471,002
Police Protection	\$2,247,417	\$1,549,684
Auditing	\$26,880	\$20,841
Liability Insurance	\$95,700	\$83,364
Street Lighting	\$50,871	\$38,868
Crossing Guards	\$15,753	\$5,210
Forestry	\$74,700	\$10,942
Workmen's Comp.	\$36,000	\$18,236
Unemployment Ins.	\$4,408	\$3,126
Police Pension	\$790,084	\$790,084
<b>Total Other</b>	<b>\$4,393,626</b>	<b>\$3,236,756</b>
<b>Total Corp + Other</b>	<b>\$5,541,928</b>	<b>\$3,687,699</b>
<b>Debt Service</b>	<b>\$1,788,000</b>	<b>\$1,788,000</b>
<b>Grand Total</b>	<b>\$7,329,928</b>	<b>\$5,475,699</b>

**Section 3.** The Village Clerk of the Village of Kenilworth is hereby directed to file with the County Clerk of Cook County a certified copy of this Ordinance and said County Clerk of Cook County aforesaid, is hereby directed to cause the sum of Five Million, Four Hundred Seventy-Five Thousand, Six Hundred and Ninety-Nine Dollars (\$5,475,699), or as much as may be authorized by law to be extended upon and against all said property subject to taxation within the limits of said Village of Kenilworth in accordance with the laws and statutes of the State of Illinois in such case made and provided.

**Section 5.** In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the Village, the terms of this Ordinance shall govern.

**Section 6.** This Ordinance shall take effect and be in force from and after its passage, approval and publication in pamphlet form.

PASSED this 9th day of December, 2025.

**AYES:**  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:**

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Cecily Kaz  
Village President

ATTEST:

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Michael Gagnon  
Village Clerk

**TRUTH IN TAXATION**  
**CERTIFICATE OF COMPLIANCE**

I, Cecily Kaz, hereby certify that I am the presiding officer of the Village of Kenilworth, and as such presiding officer I certify that the levy ordinance, a copy which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2012).

This Certificate applies to the 2025 levy.

\_\_\_\_\_  
Signature of Presiding Officer

\_\_\_\_\_  
Date

**VILLAGE OF KENILWORTH  
BOARD OF TRUSTEES**

**RESOLUTION \_\_\_\_**

**OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE  
VILLAGE OF KENILWORTH LIMITING THE ADDITIONAL TAX LEVY  
EXTENSION FOR LOSS AND COST TO TWO PERCENT**

RESOLVED, that in connection with the levy and assessment of taxes for the 2025 tax year pursuant to the Tax Levy Ordinance of the Village of Kenilworth, adopted as Ordinance No. \_\_ on December 8, 2025, the Cook County Collector shall limit the additional extension for loss and cost to two percent (2%) of the levies authorized by such Ordinance No. \_\_\_\_.

PASSED this \_\_\_\_ day of December 2025.

AYES:

NAYS:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Cecily Kaz  
Village President

The undersigned Village Clerk of the Village of Kenilworth, Cook County, Illinois, does hereby certify that the above resolution was duly adopted by the President and Board of Trustees of the Village at a meeting duly called and held on December 9, 2025.

ATTEST:

\_\_\_\_\_  
Michael Gagnon  
Village Clerk



## Request for Board Action

**Agenda Item:** V.A.4

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Katarzyna Thake, Administration  
Kathleen Morley, Finance

**Subject:** Adoption of an Ordinance Amending the Fiscal Year 2025 Budget

**Summary:** A number of activities occurred during the course of administering the Fiscal Year 2025 budget that require amending the adopted budget to account for the related expenditures and revenue. As the budget was adopted by ordinance, passage of an ordinance by a super-majority is required to amend the budget.

**Background of Matter:** The Village operates under the budget system of operations which was adopted in 2007 by ordinance. The Ordinance stipulates that a budget amendment is required for any of the following actions:

1. Transfers between funds;
2. Transfers in the amount greater than \$5,000 between or among subclasses within an object class (Departmental Budget or Fund); or
3. Transfers between or among object classes.

Adoption of an ordinance is required to effectuate the amendment of the Village Budget. For Fiscal Calendar Year 2025, several line-item transfers in the amount greater than \$5,000 need to be made among subclasses within an object class (line items within departmental budgets or within an individual fund) or between object classes that do not exceed the total amount budgeted for the fund.

During the calculations for the fiscal year-end estimates, it became clear that the transfers associated with the Beach Improvement Project would result in the General Fund finishing the year below the approved FY25 budget. The approved FY25 budget projected a surplus of \$112,721; however, with the Beach Improvement Project transfer of \$2,250,000, the Village is now forecasting a deficit in the General Operating Fund of (\$1,001,106). However, the projected fund balance for FY25, expressed as a percentage of expenditures, aligns with the Village's financial policy, standing at 61%, which is within the acceptable range of 55-70%.

The following notable recommended transfers and fund assignments are included within the Fiscal Year 2025 budget amendment ordinance under consideration:

1. **General Fund Revenue** reflects unanticipated Building Permit revenue as well as increased State Sales Tax and Interest Income. The total general fund revenue amendment is an increase of \$579,397.
2. **General Fund Expenditures** for FY25 are projected to decrease for part-time police, beach salaries and professional services. The Beach Improvement Project transfer, approved by the board during the year, was increased by \$1.9 million over the initial approved budget.

3. **Tax Increment Financing – Fund 14** amendment reflects the uncompleted work on the sewer repairs.
4. **KW2023 Capital Project Fund** amendment reflects the \$1.2 million transfer out of funds for the Beach Improvement Project.
5. **Capital Projects Fund – Fund 27** amendment reflects the \$3.4 million transfer out of funds for the Beach Improvement Project.
6. **2024A Bond/Lake Front Projects Fund** amendments reflects the transfer in of the \$6.4 million of funds and the increase of \$1.3 million in building improvements and alterations for the Beach Improvement Project.

Excluding the transfer for the Beach Improvement Fund, the amendments for the General Fund in FY2025 will end the year with a surplus of \$867,906, an increase of \$755,185 over the approved FY2025 budget.

In accordance with the Village Code, the Fiscal Year 2025 budget should be modified prior to the close of the fiscal year to reflect certain changes that occurred during the budget period. An ordinance has been prepared to effectuate the budget recommended amendments and is attached for consideration. The tables within the proposed ordinance outline both the required adjustment and the contributions and transfers as recommended above.

**Policy:** Budget amendments must be adopted by ordinance and require a supermajority vote. The Village Code (section 31.72) details the actions which trigger the need for a budget amendment. The Fund Balance Policy states that the Village should maintain a target unassigned fund balance between 55 and 70 percent of operating expenditures.

**Financial Impact:** Adopting the ordinance accounts for and authorizes the adjustments noted on the attached ordinance.

**Attachment:** Ordinance amending the FY25 Village Budget.

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING THE VILLAGE OF KENILWORTH,  
COOK COUNTY, IL BUDGET FOR THE FISCAL YEAR COMMENCING  
JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025**

Passed by the Board of Trustees this 9th day of December, 2025

Published by the Board of Trustees this 9th day of December, 2025

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF KENILWORTH  
COOK COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

\_\_\_\_\_  
Village Clerk

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING THE VILLAGE OF KENILWORTH,  
COOK COUNTY, IL BUDGET FOR THE FISCAL YEAR COMMENCING  
JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025**

**WHEREAS**, by Ordinance No. 1367 the Village Board of the Village of Kenilworth, Illinois adopted the Budget of the Village of Kenilworth for the fiscal year beginning January 1, 2025, and ending December 31, 2025; and

**WHEREAS**, expenditures have occurred which were not anticipated when the annual budget was adopted; and

**WHEREAS**, the Village Code requires a budget amendment to transfer funds between funds; and

**WHEREAS**, the Village of Kenilworth has determined that it will serve and be in the best interest of the Village to adopt an Ordinance amending the Fiscal Year 2025 Budget;

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE BOARD OF THE VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS**, as follows:

**SECTION ONE:      RECITALS.** The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the Village Board.

**SECTION TWO:      ADOPTION OF AMENDMENTS.** The Annual Budget shall be, and it is hereby, amended as follows:

**REVENUE AMENDMENTS**

<b>GENERAL FUND</b>	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
<b>ADMINISTRATION</b>			
01-100-3001 CURRENT TAX LEVY	2,741,876	34,487	2,776,363
01-100-3005 STATE SALES TAX	140,000	160,000	300,000
01-100-3006 STATE INCOME TAX	446,284	(16,284)	430,000
01-100-3007 LOCAL USE TAX	65,658	(30,658)	35,000
01-100-3010 UTILITY TAX-COMED	90,000	12,000	102,000
01-100-3011 UTILITY TAX-NICOR	68,000	7,000	75,000
01-100-3102 VILLAGE ORDINANCE FINES	6,000	10,000	16,000
01-100-3301 PERMITS-BUILDING	400,000	250,000	650,000
01-100-3307 ZONING REVIEW	17,000	(9,000)	8,000
01-100-3701 INTEREST INCOME	125,000	135,000	260,000
01-100-3989 OTHER INCOME	1,421	7,457	8,878
<b>BEACH</b>			
01-800-3402 BEACH FEES	50,000	9,790	59,790
01-800-3989 OTHER INCOME	645	9,605	10,250
<b>TOTAL GENERAL FUND REVENUE</b>	<b>4,151,884</b>	<b>579,397</b>	<b>4,731,281</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>SEWER FUND</b>			
02-100-3430 SEWER CHARGES	101,000	13,033	114,033
<b>SEWER FUND REVENUES</b>	<b>101,000</b>	<b>13,033</b>	<b>114,033</b>
<b>MOTOR FUEL TAX FUND</b>			
06-100-3701 INTEREST INCOME	20,000	18,500	38,500
06-100-3801 MFT ALLOTMENTS	114,546	(7,535)	107,011
<b>MOTOR FUEL TAX FUND REVENUES</b>	<b>134,546</b>	<b>10,965</b>	<b>145,511</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>TIF FUND</b>			
14-100-3701 INTEREST INCOME	17,000	43,000	60,000
<b>TIF FUND REVENUES</b>	<b>17,000</b>	<b>43,000</b>	<b>60,000</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>KW2023 CAPITAL PROJECTS FUND</b>			
23-100-3989 OTHER INCOME		(9,199)	(9,199)
23-100-3701 INTEREST INCOME	75,000	(32,000)	43,000
<b>KW2023 CAPITAL PROJECT FUND REVENUES</b>	<b>75,000</b>	<b>(41,199)</b>	<b>33,801</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>DEBT SERVICE FUND</b>			
26-100-3701 INTEREST	30,000	(10,000)	20,000
<b>DEBT SERVICE FUND REVENUES</b>	<b>30,000</b>	<b>(10,000)</b>	<b>20,000</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>CAPITAL PROJECT FUND</b>			
27-100-3701 INTEREST	100,000	100,000	200,000
<b>CAPITAL PROJECT FUND REVENUES</b>	<b>100,000</b>	<b>100,000</b>	<b>200,000</b>

<b>2024A BOND LAKE FRONT PROJECTS FUND</b>	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
28-100-3701 INTEREST INCOME	40,000	10,000	50,000
28-100-3992 FUND TRANSFER IN		6,474,712	6,474,712
<b><i>2024A BOND LAKE FRONT PROJECTS REVENUES</i></b>	<b><i>40,000</i></b>	<b><i>6,484,712</i></b>	<b><i>6,524,712</i></b>

<b>WATER FUND</b>	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
35-100-3432 WATER SERVICE-METERED	750,000	99,108	849,108
35-100-3435 WATER IMPROVEMENT CHARGE	270,000	6,547	276,547
35-100-3701 INTEREST INCOME	20,000	9,800	29,800
<b><i>WATER FUND REVENUES</i></b>	<b><i>1,040,000</i></b>	<b><i>115,455</i></b>	<b><i>1,155,455</i></b>

**EXPENDITURE AMENDMENTS**

	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
<b>GENERAL FUND</b>			
<b>ADMINISTRATION</b>			
01-100-5095 PROF SERVICES-BPZ- MISC	90,418	(7,261)	83,157
01-100-5096 PROF SERVICES- PLANNING	219,467	(41,773)	177,694
01-100-5099 PROF SERVICES-ECON DEVELOPMENT	8,000	(8,000)	
01-100-7395 FUNDS TRANSFER OUT	350,000	1,900,000	2,250,000
<b>SUPPORT SERVICES</b>			
01-200-5024 VILLAGE ATTORNEY-BASE	60,000	(8,000)	52,000
<b>STREETS</b>			
01-400-4028 EMPLOYEE BENEFITS- MEDICAL	51,411	(13,873)	37,538
01-400-5178	6,000	5,000	11,000
01-400-6038 SNOW REMOVAL SUPPLIES	30,000	(10,250)	19,750
<b>BEACH</b>			
01-800-4021 PART TIME SALARIES	45,000	(9,850)	35,150
<b>POLICE</b>			
01-900-4021 PART TIME SALARIES	150,420	(82,420)	68,000
01-900-4031 FICA & MEDICARE EMPLOYER	37,206	11,601	48,807
01-900-4035 DEF CONTRIB PLAN	25,000	6,220	31,220
01-900-5095 PROFESSIONAL SERVICES-DISPATCH	234,959	(8,782)	226,177
<b>GENERAL FUND EXPENDITURES</b>	<b>1,307,881</b>	<b>1,732,612</b>	<b>3,040,493</b>

	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
<b>SEWER SERVICE FUND</b>			
02-100-5048 OUTSIDE MAINTENANCE SERVICES	29,000	(17,035)	11,965
<b>SEWER SERVICES FUND EXPENDITURES</b>	<b>29,000</b>	<b>(17,035)</b>	<b>11,965</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>MOTOR FUEL TAX FUND</b>			
06-100-8007 ROAD PROJECTS	460,000	(230,358)	229,642
<b>MOTOR FUEL TAX FUND EXPENDITURES</b>	<b>460,000</b>	<b>(230,358)</b>	<b>229,642</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>TIF FUND</b>			
14-100-5024 VILLAGE ATTORNEY-BASE	3,000	7,000	10,000
14-100-5093 PROF SERVICE-FINANCE	20,000	(20,000)	
14-100-5096 PROF SERVICES-PLANNING	100,000	(97,500)	2,500
14-100-5322 ENGINEERING SERVICES	55,000	(35,000)	20,000
14-100-8012 SEWER REPAIRS	700,000	(700,000)	
14-100-8102 FAÇADE IMPROVEMENT GRANT	45,000	(30,000)	15,000
<b>TIF FUND EXPENDITURES</b>	<b>923,000</b>	<b>(875,500)</b>	<b>47,500</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>KW2023 FUND</b>			
23-100-7395 FUNDS TRANSFER OUT		1,200,000	1,200,000
23-100-7396 TRANSFER-CAPITAL ITEM		(25,288)	(25,288)
<b>KW2023 CAPITAL PROJECT FUND EXPENDITURES</b>	<b>0</b>	<b>1,174,712</b>	<b>1,174,712</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>DEBT SERVICE FUND</b>			
26-100-7306 PRINCIPAL - SERIES 2024A	440,000	20,000	460,000
<b>DEBT SERVICE FUND EXPENDITURES</b>	<b>440,000</b>	<b>20,000</b>	<b>460,000</b>

	FY 2025 APPROVED BUDGET	BUDGET INCREASE (DECREASE)	AMENDED BUDGET AMOUNT
<b>CAPITAL PROJECTS FUND</b>			
<b>ADMINISTRATION</b>			
27-100-7395 TRANSFER OF FUNDS (OUT)		3,400,000	3,400,000
<b>STREETS</b>			
27-400-8010 STORM WATER IMPROVEMENTS	16,000	(6,000)	10,000
<b>CAPITAL PROJECTS FUND EXPENDITURES</b>	<b>16,000</b>	<b>3,394,000</b>	<b>3,410,000</b>

	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
<b>2024A BOND LAKE FRONT FUND</b>			
28-100-5092 PROFESSIONAL SERVICES	513,000	47,050	560,050
28-100-8007 BUILDING IMPROVEMENTS & ALTERATIONS	3,665,000	1,309,575	4,974,575
<b>2024A BOND LAKE FRONT PROJECTS EXPENDITURES</b>	<b>4,178,000</b>	<b>1,356,625</b>	<b>5,534,625</b>

	<b>FY 2025 APPROVED BUDGET</b>	<b>BUDGET INCREASE (DECREASE)</b>	<b>AMENDED BUDGET AMOUNT</b>
<b>WATER FUND</b>			
35-100-4028 EMPLOYEE BENEFITS-MEDICAL	29,309	(6,342)	22,967
35-100-5092 PROFESSIONAL SERVICES	11,000	8,445	19,445
35-100-5400 PURCHASE OF POTABLE WATER	255,000	48,954	303,954
35-100-8003 SOFTWARE	16,750	13,229	29,979
35-100-8009 WATER MAIN REPAIRS	40,000	46,254	86,254
<b>WATER FUND EXPENDITURES</b>	<b>352,059</b>	<b>110,540</b>	<b>462,599</b>

**SECTION THREE: PUBLICATION.** The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

**SECTION FOUR: EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner as provided by law.

PASSED: This 9th day of December, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Cecily Kaz  
Village President

ATTEST :

\_\_\_\_\_  
Michael Gagnon  
Village Clerk



## Request for Board Action

**Agenda Item:** V.A.5

**Considered By:**  
Village Board

**Date:**  
12/9/25

**Staff Contact:** Cecily Kaz, Village President

**Subject:** Authorization to Set 2026 Compensation for the Village Manager and Police Chief

**Summary:** On November 17<sup>th</sup>, the Village Board met to discuss the performance of the Acting Police Chief and Village Manager during calendar year 2025. Upon conclusion of the discussion, it was the consensus of the Board to set salaries effective January 1, 2026.

**Background of Matter:** Annually, the Village Board meets to discuss the performance of the Police Chief and Village Manager. During the meetings, the Board evaluates the achievement of performance goals, strategic planning, management skills, and overall performance.

On November 17<sup>th</sup>, the Village Board met to discuss the performance of both the Acting Police Chief and Village Manager. Upon concluding the discussion, it was the consensus of the Village Board that the Police Chief salary shall be set at \$138,000 with an effective date of January 1, 2026 concurrent with the permanent appointment to the position of Police Chief. Donicio Silva has been serving in the Acting Police Chief position since September 2025, and has met requirements for the position. Additionally, the Village Board reached a consensus to set the Village Manager salary at \$195,000 with an effective date of January 1, 2026.

If approved by the Village Board, the Village President will be authorized to sign the necessary documents to authorize the compensation adjustments as approved.

**Policy:** A vote of the Village Board of Trustees is required to adjust the compensation and benefits of either the Police Chief or the Village Manager. The Open Meetings Act requires the posting of compensation packages of more than \$150,000 six days prior to approval. The required notices regarding compensation adjustments were posted in Village Hall.

**Financial Impact:** The adopted FY2026 budget anticipates adequate funding for the salary increases. The current and proposed annual salaries are as follows:

Name	Title	Current Annual	Effective 1/1/2026
Donicio Silva	Chief of Police*	\$115,877*	\$138,000
Katarzyna Thake	Village Manager	\$185,000	\$195,000

*\*Current annual salary is for Police Sergeant, which is the last position held by D. Silva.*

**Recommendation:** Consideration of the Request for Board Action is recommended.

**Attachment:** None



## Request for Board Action

**Agenda Item:** V.A.6

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Acting Chief Don Silva, Police  
Department

**Subject:** Resolution Authorizing a Contractual Agreement with Axon Enterprise, Inc., and the Purchase of Five (5) Taser 10 Conducted Energy Weapons in a Total Amount \$25,968.85

**Summary:** The Kenilworth Police Department currently deploys TASER 7 conducted energy weapons as a critical less-lethal tool for de-escalation and threat resolution. However, these devices reach the end of their warranty period at the end of January 2026. Timely replacement is needed to avoid maintenance costs, potential downtime, and diminished operational reliability. Staff recommend the purchase of five (5) TASER 10 units from Axon Enterprise, Inc., at a total cost of \$25,968.85 which will be paid over the course of five years, with an approximate annual cost of \$5,200. This upgrade aligns with our commitment to our officers' safety and to reducing the need to escalate to lethal force.

**Background of Matter:** The Kenilworth Police Department (KPD) currently equips police officers with a range of force options to safely resolve resistant or combative encounters and to stop lethal threats. These tools include oleoresin capsicum (OC) spray, collapsible batons, conducted energy devices (Taser weapons), and firearms. The value of human life is the paramount consideration in every use-of-force decision. KPD officers are trained to apply only the level of force that is objectively reasonable under the circumstances, while actively seeking opportunities to de-escalate whenever possible. The goal is always to gain voluntary compliance with the lowest effective level of force, protecting both the public and the police officers.

Taser weapons are a unique method of applying force. Unlike OC spray, which can contaminate an entire area and affect bystanders or officers, or impact weapons that carry a high risk of broken bones and soft-tissue damage, the Taser delivers neuromuscular incapacitation (NMI) which temporarily overrides voluntary muscle control with an extremely low incidence of serious injury. According to the U.S. Department of Justice Special Report, the risk of moderate to severe injury or death from Taser deployments is less than 1%.<sup>1</sup> Officer injuries similarly decline by approximately 70% in incidents where a Taser successfully ends the confrontation before it

<sup>1</sup> U.S. Department of Justice, Office of Justice Programs, "Police Use of Force, Tasers and Other Less-Lethal Weapons" (2011) (60–80 % reduction in officer injuries); Bozeman et al., "Injury Profile of Electrical Conducted Energy Weapons," *Annals of Emergency Medicine* (2009)

escalates to a physical struggle.<sup>2</sup> By stopping threats at distance without permanent harm, the Taser protects the lives and long-term health of both community members and officers.

Equally important, Taser weapons provide a safe, effective, and legally defensible alternative to deadly force in situations where a subject presents an imminent threat, but lethal force is not yet justified. Historically, such use of force challenges rarely occur in our community. However, ignoring the possibility that Kenilworth Police Officers could be faced with this type of encounter and failing to properly equip them could have tragic consequences. Upgrading to the most modern platform, Taser 10, demonstrates to police officers that the Village is committed to equipping them with the tools necessary to make it home safely and to safeguarding the interests of the Village.

Replacing expiring Taser 7 devices with five (5) new Taser 10 units represents a proactive investment in the most current technology that simultaneously enhances safety and reduces liability exposure to high-cost incidents.

**Policy:** Purchases exceeding \$20,000 require a formal bid process and Village Board approval per Village policy; however, only one estimate was sought to replace our current conducted energy weapons. That estimate was provided by Axon Enterprise Inc. While a small number of competitors have recently entered the conducted energy weapon market, the Axon Taser remains the most widely deployed and field-proven platform in U.S. law enforcement. Continued use of Axon Taser devices ensures seamless integration with the Department’s existing Axon ecosystem. All Taser deployment data (date/time, duration, cartridge usage, etc.) can be uploaded to Axon Evidence, the same secure cloud platform that currently stores KPD body-worn camera video. This integration streamlines evidence management, enhances chain-of-custody integrity, and eliminates the compatibility and data storage challenges associated with introducing a non-Axon device.

**Financial Impact:** The procurement of five (5) Taser 10 devices carries the following budgetary impact:

- FY 2026 (one-time upfront cost): \$5,170.45
- FY 2027 – FY 2030 (four annual payments): \$5,199.60 per year

Total five-year cost: \$25,968.85

The purchase is fully budgeted under line item 01-900-5091 (Dues, Memberships, & Subscriptions) which currently is budgeted to allocate \$5,200 per year for five years (\$26,000 total).

Total Contract Amount (not to exceed)	\$25,968.85
Budget Amount (FY26 - 30)	\$5,200
GL Number: Dues, Memberships & Subscriptions	01-900-5091

**Recommendation:** Staff recommends that the Village Board authorize the purchase of five (5) Taser 10 conducted energy weapons from Axon Enterprise, Inc. at a total five-year cost of \$25,968.85.

<sup>2</sup> Police Executive Research Forum, Multisite Study of Conducted Energy Devices (2009), quoted in Harper College Police Department, “Taser Documentation,” accessed November 26, 2025, <https://www.harpercollege.edu/about/police/docs/taser-documentation.php>.

**Attachments:**

- Resolution
- Axon Enterprise, Inc. estimate #Q-691309-45994AP

**VILLAGE OF KENILWORTH  
RESOLUTION 2025-\_\_\_**

**RESOLUTION AUTHORIZING A CONTRACTUAL AGREEMENT WITH AXON  
ENTERPRISE, INC., AND THE PURCHASE OF FIVE (5) TASER 10 CONDUCTED  
ENERGY WEAPONS IN A TOTAL AMOUNT \$25,968.85**

**WHEREAS**, the Village of Kenilworth, (“Village”) is an Illinois municipal corporation, located in Cook County, Illinois; and

**WHEREAS**, the Village and its Police Department equips its police officers with a range of force options to safely resolve resistant or combative encounters and to stop lethal threats; and

**WHEREAS**, the Police Department currently has five expiring Taser 7 devices; and

**WHEREAS**, the Police Department seeks to replace the expiring devices with five new Taser 10 units; and

**WHEREAS**, the software, licensing, training, and hardware and use of these devices is achieved by entering into an agreement with Axon Enterprises, Inc., a nationally-known provider of these services to the law enforcement community; and

**WHEREAS**, the Village is empowered to enter into such an agreement, and to approve the expenditure of funds for the services performed by Axon Enterprises, Inc., and finds that entering into this agreement is in the best interests of the Village.

**NOW, THEREFORE, BE IT ORDAINED** BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF KENILWORTH, COOK COUNTY, ILLINOIS, AS FOLLOWS:

**Section 1. Recitals and Exhibits.** The foregoing recitals are incorporated in and made a part of this Resolution by this reference. All exhibits attached to this Resolution are incorporated by this reference.

**Section 2. Waiver of Competitive Bidding Requirements.** The advertising and bidding requirements for the purchase and for the execution of the Contract are hereby waived in accordance with Section 31.45(C)(6) of the Village Code.

**Section 3. Approval of Purchase and Contract.** The President and Board of Trustees of the Village Kenilworth authorize the purchase of the attached “Axon Taser 10 Quote” and “Axon Master Services and Purchasing Agreement” (Exhibit “A”) to be entered into with Axon

Enterprises, Inc. (the “Vendor”) for the software, licensing, training, and hardware and use of these devices.

**Section 4. Execution of Contract.** The President and Board of Trustees of the Village of Kenilworth authorize and direct that the Village Manager, the Chief of Police, the Vendor and the Village Attorney, or their designees, to execute said Order Form and Terms and Conditions, and to execute and deliver all other instruments, payments and documents that are necessary to fulfill the Village’s obligations under the documents.

**Section 5. Effective Date.** This Resolution will be in full force and effect upon its passage and approval in the manner provided by law.

**APPROVED** this 9th day of December, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

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Cecily Kaz  
Village President

**ATTEST:**

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Michael Gagnon  
Village Clerk

**EXHIBIT A**

**AXON TASER 10 QUOTE  
AXON MASTER SERVICES AND PURCHASING AGREEMENT FOR AGENCY**



Axon Enterprise, Inc.  
 17800 N 85th St  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic:(800) 978-2737  
 International: +1.800.978.2737

Q-691309-45994AP

Issued: 12/03/2025

Quote Expiration: 11/30/2025

Estimated Contract Start Date: 12/01/2025

Account Number: 315173

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Kenilworth Police Department - IL 419 Richmond Rd Kenilworth, IL 60043-1140 USA	Kenilworth Police Department - IL 419 Richmond Rd Kenilworth IL 60043-1140 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Asa Perez Phone: Email: <a href="mailto:asperez@axon.com">asperez@axon.com</a> Fax:	Don Silva Phone: Email: Fax:

### Quote Summary

Program Length	62 Months
<b>TOTAL COST</b>	<b>\$25,968.85</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$25,968.85</b>

### Discount Summary

Average Savings Per Year	\$4,080.36
<b>TOTAL SAVINGS</b>	<b>\$21,081.85</b>

**Payment Summary**

<b>Date</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Jan 2026	\$5,170.45	\$0.00	\$5,170.45
Jan 2027	\$5,199.60	\$0.00	\$5,199.60
Jan 2028	\$5,199.60	\$0.00	\$5,199.60
Jan 2029	\$5,199.60	\$0.00	\$5,199.60
Jan 2030	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>	<b>\$25,968.85</b>	<b>\$0.00</b>	<b>\$25,968.85</b>

Quote Unbundled Price:	\$47,049.00
Quote List Price:	\$30,699.00
Quote Subtotal:	\$25,968.85

## Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1			\$1.00	(\$29.15)	(\$29.15)	\$0.00	(\$29.15)
C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	60	\$141.16	\$86.66	\$86.66	\$25,998.00	\$0.00	\$25,998.00
<b>A la Carte Services</b>									
101186	AXON VR - PSO - VIRTUAL	1			\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>							<b>\$25,968.85</b>	<b>\$0.00</b>	<b>\$25,968.85</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100126	AXON VR - TACTICAL BAG	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	5	2	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100399	AXON TASER 10 - CARTRIDGE - LIVE	80	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	40	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100591	AXON TASER - CLEANING KIT	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	5	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100748	AXON VR - CONTROLLER - TASER 10	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	5	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	5	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	01/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	01/01/2026

## Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	01/01/2027
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	20	1	01/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	1	1	07/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	07/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	01/01/2029
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	20	1	01/01/2030

## Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	101180	AXON TASER - DATA SCIENCE PROGRAM	5	02/01/2026	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101703	AXON VR - USER ACCESS - TASER SKILLS	5	02/01/2026	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE.COM LICENSE	5	02/01/2026	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE.COM LICENSE	1	02/01/2026	01/31/2031

## Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	5
BUNDLE - TASER 10 CERTIFICATION STANDARD	101193	AXON TASER - ON DEMAND CERTIFICATION	5
A la Carte	101186	AXON VR - PSO - VIRTUAL	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	5	01/01/2027	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101007	AXON VR - EXT WARRANTY - CONTROLLER	1	01/01/2027	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	5	01/01/2027	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	1	01/01/2027	01/31/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	01/01/2027	01/31/2031

## Shipping Locations

Location Number	Street	City	State	Zip	Country
1	419 Richmond Rd	Kenilworth	IL	60043-1140	USA
2	419 Richmond Rd	Kenilworth	IL	60043-1140	USA

## Payment Details

Jan 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Transfer Value	100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1	(\$29.15)	\$0.00	(\$29.15)
Year 1	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 1	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>				<b>\$5,170.45</b>	<b>\$0.00</b>	<b>\$5,170.45</b>

Jan 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 2	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>				<b>\$5,199.60</b>	<b>\$0.00</b>	<b>\$5,199.60</b>

Jan 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 3	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>				<b>\$5,199.60</b>	<b>\$0.00</b>	<b>\$5,199.60</b>

Jan 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 4	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>				<b>\$5,199.60</b>	<b>\$0.00</b>	<b>\$5,199.60</b>

Jan 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 5	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,199.60	\$0.00	\$5,199.60
<b>Total</b>				<b>\$5,199.60</b>	<b>\$0.00</b>	<b>\$5,199.60</b>

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s):Q-275287, Q-309271, Q-283333, Q-309526

Agency is terminating those contracts effective 12/1/2025. Any change in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Net Transfer Credit of (\$29.15) to the quote for paid but undelivered items.

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Signature

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Date Signed

12/3/2025





## Request for Board Action

**Agenda Item:** V.A.7

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Donald Leicht, Public Works  
Jordan Schmidt, Management Analyst

**Subject:** Resolution Authorizing the Purchase and Contractual Agreement for Bulk Road Salt for the 2026 Winter Season with Compass Minerals America Inc., of Orland Park, Kansas Through the State of Illinois Joint Purchasing Program in an Amount Not to Exceed \$20,275.20

**Summary:** Annually, the Village solicits pricing for road salt in an effort to obtain the most favorable pricing. This year, through the State of Illinois joint bidding pricing, Compass Minerals America Inc., (“Compass”) was found to be the low bidder. Staff recommends entering into a contract with Compass at the rate of \$76.80 per ton.

**Background of Matter:** Each year, the Village must enter into a contract with a vendor for the purchase of bulk road salt. In the past, the Village obtained competitive pricing through the Lake County Department of Transportation joint bid. However, this year the Village did not participate in the County’s bid, as it was \$2.00 per ton higher than the State's bid. Through the State of Illinois Joint Purchasing Program, Compass was found to be the low bidder at a rate of \$76.80 per ton, which is \$4.00 more than a year ago.

The State abides by a formal bidding process that is substantially equivalent to the requirements in the Village’s Purchasing Manual. Staff recommends accepting the bids solicited by the State of Illinois, therefore, authorizing the execution of a contract with Compass for the purchase and delivery of bulk road salt. The Village requested pricing for 220 tons but has the option of ordering 80% of that total if the salt need is less than average or 120% if the need exceeds our average. As such, staff is requesting to authorize the execution of a contract with Compass Minerals Inc. in an amount not to exceed \$20,275.20, which is 120% of the bid (average need) amount.

**Policy:** A formal bid process and Village Board approval is required for all contracts in excess of \$20,000. The bid process performed by the State of Illinois Joint Purchasing Program meets the requirements set forth in the Village’s Purchasing Manual.

**Financial Impact:** The Village has adequate funding in the FY 2026 Budget for awarding the contract up to the recommended amount.

Total Contract Amount (not to exceed)	\$20,275.20
Budget Amount (FY26)	\$22,200
GL Number: Snow Removal Supplies	01-400-6038

**Recommendation:** Staff recommends that the Village Board authorize the purchase and delivery for bulk road salt and authorize a contract with Compass Minerals America in an amount not to exceed \$20,275.20.

**Attachments:**

- Resolution
- State of Illinois Contract 25-416CMS-BOSS4-P-85806

**VILLAGE OF KENILWORTH  
RESOLUTION NO. 2025-**

**Resolution Authorizing the Purchase and Contractual Agreement for Bulk Road Salt  
for the 2026 Winter Season with Compass Minerals America Inc., of Orland Park,  
Kansas Through the State of Illinois Joint Purchasing Program in an  
Amount Not to Exceed \$20,275.20**

**WHEREAS**, the Village of Kenilworth ("Village") is a non-home rule municipality located in Cook County, Illinois; and

**WHEREAS**, the State of Illinois solicited sealed bids for Bulk Road Salt Purchase and Delivery on behalf of several municipalities, including the Village of Kenilworth; and

**WHEREAS**, the sealed bid process conducted by Illinois substantially meets the requirements of the Village of Kenilworth Purchasing Manual; and

**WHEREAS**, Compass Minerals America Inc ("Compass")., of Orland Park, Kansas submitted the lowest bid for road salt; and,

**WHEREAS**, the Village fiscal year 2026 budget includes adequate funding for snow removal supplies; and,

**WHEREAS**, the Compass bid price for bulk road salt was found to be lower than that offered by the Lake County Department of Transportation bidding process; and

**WHEREAS**, Pursuant to Section 7: Joint Purchasing of the Village Purchasing Manual, the Village seeks to participate in the State of Illinois Agreement (Exhibit A) for the purchase and delivery of bulk road salt from Compass for the 2026 winter season; and,

**WHEREAS**, the Board of Trustees finds that it is in the best interest of the Village and its residents to purchase road salt from Compass; and,

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

Section 1. Recitals. The foregoing recitals are incorporated in and made a part of this Resolution by this reference.

Section 2. Acceptance of Sealed Bids. The sealed bid process conducted by the State of Illinois Joint Purchasing Program was in substantial compliance with the Village Purchasing Manual.

Section 3. Contract. The purchase and delivery of bulk road salt for the 2026 winter season is hereby authorized from Compass Minerals America Inc. of Orland Park, Kansas in a form substantially similar to that provided in Exhibit A.

Section 4. Execution of Purchase. The Village Manager is hereby authorized and directed to execute, on behalf of the Village, the purchase and delivery of road salt from Compass Minerals America Inc. for the 2026 winter season.

**[SIGNATURE PAGE FOLLOWS]**

Approved this 9th day of December, 2025.

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

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Cecily Kaz  
Village President

Attest:

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Michael Gagnon  
Village Clerk

## Exhibit A

# *Central Management Services*

## Contract

### *JPMC Rock Salt, Bulk FY26*

**25-416CMS-BOSS4-P-85806**

The Parties to this contract are the State of Illinois acting through the undersigned Agency (collectively the State) and the Vendor. This contract, consisting of the signature page and numbered sections listed below and any attachments referenced in this contract, constitute the entire contract between the Parties concerning the subject matter of the contract, and in signing the contract, the Vendor affirms that the Certifications and Financial Disclosures and Conflicts of Interest attached hereto are true and accurate as of the date of the Vendor's execution of the contract. This contract supersedes all prior proposals, contracts and understandings between the Parties concerning the subject matter of the contract. This contract can be signed in multiple counterparts upon agreement of the Parties.

## **1. SCOPE OF WORK**

### **1.1. OVERVIEW AND PURPOSE:**

To establish a joint purchase master contract (JPMC) for bulk rock salt to be purchased on an as-needed basis during the contract period.

This JPMC may be utilized by all governmental units as defined in Section 5 of this Contract.

Note: Participation in this contract is based upon the CY25-26 Illinois Department of Central Management Services Joint Participation Agreement Survey that defines the BidBuy line items and additional participation in the resultant contract is not allowed.

### **1.2. SUPPLIES AND/OR SERVICES REQUIRED:**

**1.2.1.** The vendor will provide bulk rock salt based on quantity ordered within the timeframe listed herein.

**1.2.2.** Rock Salt Specification Requirements:

**1.2.2.1.** Rock Salt shall comply with the requirements of The American Association of State Highway and Transportation

Officials (AASHTO) SPECIFICATION M143, SODIUM CHLORIDE TYPE 1, GRADE 1.

**1.2.2.2.** Rock Salt shall be free flowing fresh stock. Reclaimed or re-crushed rock salt will not be accepted and shall be rejected by delivery site.

**1.2.3.** Quantity Commitments: All participants who complete the annual survey will have the option to choose between a minimum of 80% or 100% purchase commitment and will be allowed a maximum of 120% purchase commitment as defined below. All minimum purchase commitments will be defined in the line item description within BidBuy.

**1.2.3.1.** Minimum 80% Commitment: Some participants identified from the annual survey have chosen a minimum purchase commitment of 80%. That means that if the participant estimates a quantity of 100 ton, the participant is only obligated to order 80 ton. That is 80% of the estimated quantity. The participant shall have no further liability to the Vendor for further remaining quantities.

**1.2.3.2.** Minimum 100% Commitment: Some participants identified from the annual survey have chosen a minimum purchase commitment of 100%. That means that if the participant estimates a quantity of 100 ton, the participant is obligated to order 100 ton. That is 100% of the estimated quantity.

**1.2.3.3.** Maximum 120% Commitment: The Vendor shall agree to provide up to 120% of the bid quantity estimated tonnage at the same contract price. That means that all participants who estimate a quantity of 100 ton can order up to 120 ton at the same contract price.

**1.2.3.4.** Quantities Exceeding 120% Maximum: In some instances, a participant may require quantities that would exceed the maximum commitment of the Vendor; in such instances, any delivery shall be made upon the mutual agreement of all parties.

**1.2.3.5.** Purchase Percentages for IDOT: The Illinois Department of Transportation (IDOT) has provided estimated quantities for individual locations. Quantities purchased from each Vendor shall be computed on a District by District basis (not by location). For example, if a Vendor has 2 locations in a District with estimated quantities of 100 and 200 tons with a minimum 80% commitment. Then the 80% commitment

will be met once the  $300(0.8) = 240$  tons has been purchased between the two locations. This may include all 240 tons purchased from one location.

**1.2.4. Weights and Measures Requirements and Adjustments:**

**1.2.4.1.** Weights and Measures: All measurements for weight shall be from scales meeting the requirements of The Weights and Measures Act of the State of Illinois (225 ILCS 470). The Vendor shall provide accurate weights of materials delivered to governmental units. These weights shall be documented on delivery tickets which shall identify the source of the material, type of material, the date and time the material was loaded, the release number, the net weight, the tare weight, and the identification of the transporting vehicle.

**1.2.4.2.** The State reserves the right to conduct random, independent vehicle weight checks for salt deliveries. This will require that trucks occasionally be directed to a scale near the delivery point.

**1.2.4.3.** Should the vehicle weight check result in the net weight of material on the vehicle to exceed the net weight of material shown on the Vendor's delivery ticket by 600 pounds or more, the State will document the independent vehicle weight check and immediately furnish a copy of the results to the Vendor. No adjustment in pay quantity will be made.

**1.2.4.4.** Should the vehicle weight check result in the net weight of material shown on the delivery ticket to be less than the net weight of material on the vehicle by the tolerance of 600 pounds or more, the State will document the independent vehicle weight check (IWC1), immediately furnish a copy of the results to the Vendor, and immediately perform a second independent weight check (IWC2). The vehicle will be weighed on a second independent Department of Agriculture certified scale used for the initial independent weight check. If the second independent weight check (IWC2) is within the 600-pound tolerance, no pay adjustments will be made, and random independent weight checks will resume. If the second weight check confirms the net weight of the material shown on the Vendor's delivery ticket is less than the net weight of material on the vehicle by 600 pounds or more, the State will adjust the net weight shown on the delivery ticket to the checked delivered

net weight as determined by the initial independent vehicle weight check (IWC1).

**1.2.4.5. Method of Measurement:** The State will also adjust the method of measurement for subsequent truck loads using the same scale based on the out-of-tolerance independent weight checks (ICW1). The net weight of rock salt delivered to the State from this source, will be adjusted by applying a correction factor "A" as determined by the following formula:

$$A = [1.0 - (B - C) / B]; \text{ Where } A < 1.0 \text{ and } B - C > 600$$

Where: A = Adjustment factor

B = Net weight shown on the delivery ticket from Vendor

C = Net weight on the vehicle determined from independent weight check from IWC1

The adjustment factor will be applied as follows:

$$\text{Adjusted Net Weight} = A \times \text{Delivery Ticket Net Weight}$$

The adjustment factor will be imposed until the cause of the deficient weight is identified and corrected by the Vendor to the satisfaction of the State. If the cause of the deficient weight is not identified and corrected within seven calendar days, the State reserves the right to immediately, and without notice to Vendor, take action to remedy Vendor failure. This action may include the termination of the order and purchase of salt from other sources, or other action to ensure ice control availability for public safety purposes. Note that any or all additional costs may be collected from the original Vendor, in addition to the applied weight adjustments.

Should the Vendor elect to challenge the results of the independent weight check, the State will continue to document the weight of material for which the adjustment factor would be applied. However, provided the Vendor furnishes the State with written documentation that the source scale has been calibrated within seven calendar days after the date of the independent weight check, adjustments in the weight of material paid for will not be applied unless the scale calibration demonstrates that the

4

source scale was not within the specified Department of Agriculture tolerance.

**1.2.4.6. Deductions:** The State reserves the right to assess, and apply if applicable, invoice deductions for the following:

Moisture Content: Deductions by percentage for moisture content based on total weight shall be determined by the following ranges:

<u>Moisture Content (%)</u>	<u>Deduction in Price (Per Truckload)</u>
0.00 TO 2.00	NO DEDUCTION
2.01 TO 2.50	10% DEDUCTION
2.51 TO 3.00	15% DEDUCTION
3.01 TO 3.50	20% DEDUCTION
3.51 TO 4.00	25% DEDUCTION
GREATER THAN 4.01	REJECTION OF LOAD

Sodium Chloride (NACL) Content: The State reserves the right to accept delivery of rock salt which, according to the analysis by The Illinois Department of Transportation, has a Sodium Chloride (NACL) content of less than 95.0 percent, but not less than 90.0 percent. When such reservation is applied, final payment will be made on the following basis:

1.2.4.6.1. When NACL content is between 94.0 and 94.9 percent, the price to be paid shall be the contract price less \$5.00 per ton.

1.2.4.6.2. When NACL content is between 90.0 and 93.9 percent, the price paid shall be contract price less \$10.00 per ton.

1.2.4.6.3. When the NACL content is less than 90.0 percent, the load will be rejected.

**1.2.5. Ordering**

**1.2.5.1. Order Placement:** Orders may be placed with the Vendor (Monday-Friday) via telephone, with a written electronic communication (e-mail) to follow. All State agency orders will contain a purchase order generated from BidBuy in addition to an electronic communication (e-mail). Vendors shall arrange for immediate shipment upon receipt of order from an authorized participating agency representative. All

other governmental units will use their own purchase order system.

- 1.2.5.2.** Order Quantities: Orders shall be scheduled in amounts that make up full (22-25 tons) truckloads, orders for less than truckload will not be accepted.
- 1.2.5.3.** Initial Orders: The Illinois Department of Transportation requires Vendors to ship initial fill-up orders prior to October 31st of the current year. If this date has passed prior to execution, we ask that the Vendor(s) start shipping as soon as contract has been executed. Please see the attached file within BidBuy titled "Initial Orders". Vendor(s) shall notify each destination entity when initial shipments are to begin.
- 1.2.5.4.** Seasonal Orders: Non-State agencies reserve the right to purchase up to 50% of the estimated order requirements prior to November 30th of the current year. Vendor shall notify each delivery point of when shipment is to begin.
- 1.2.5.5.** Order Timeline: For an order placed prior to 9:00 a.m. on a given day, that day would be considered as the first calendar day of the seven (7) day delivery period. For an order placed after 9:00 a.m. on a given day, the day following would be considered as the first calendar day of the seven (7) day delivery period, or as amended by order guidelines in Section 1.2.5.6.
- 1.2.5.6.** Order Guidelines: An agency may order up to 20% of their 100% contracted tonnage in any given week and Vendor shall deliver within 7 working days after receipt of order. Quantities ordered above the 20 percent threshold shall have an extended delivery time of one-working-day for each one percentage-point above the 20% guideline. For example, if an agency orders 25% of their awarded total 100 tons, delivery of the first 20 tons (20%) shall be within 7 working days after receipt of order and the remaining 5 tons shall be delivered within 12 working days after receipt of the order.
- 1.2.5.7.** Peak Season Orders: After hours and weekend delivery arrangements are encouraged during severe seasonal weather events to provide Vendor additional ability to maintain a prompt order delivery schedule. Orders placed during peak season should be in accordance with projected requirements and not in excess of the order guidelines,

thereby hindering a Vendor's ability to maintain a prompt order delivery schedule.

**1.2.5.8.** Post Season Orders: All orders for Rock Salt shall be placed by the end of July for the previous season's estimated usage. If the location does not have adequate capacity to hold the rock salt, the Vendor may elect to add a storage charge per ton/day. Storage for all post season orders shall not exceed a period of six (6) months.

**1.2.5.9.** Maximum Overage Tonnage Allowed for Quantity Commitments: The Vendor shall deliver within one full truck load of 22-25 tons for each governmental unit's total quantity commitments. All governmental units will be required to pay for any overage tons delivered over the quantity commitment and within the full truck load of 22-25 tons. If the Vendor should deliver more than the max. allowed, then the governmental unit will have the option to request that the Vendor pick up the tonnage amount of rock salt to meet the maximum overage tonnage at no cost to the governmental unit.

### **1.3. MILESTONES AND DELIVERABLES:**

**1.3.1.** Stockpile and Order Status Reports: Vendor shall provide stockpile and order status reports upon request and as requested by the CMS Bureau of Strategic Sourcing for use in its contract administration effort. Failure to comply in a timely manner may be considered a breach of contract.

**1.3.2.** Delivery Invoices: Vendor invoices shall show the date orders were placed with the Vendor and the dates and tonnage amounts of salt delivered.

**1.3.3.** The Vendor warrants that all products furnished hereunder will be free from liens and encumbrances; defects in design, materials, and workmanship; and will conform in all respects to the terms of this Contract including any specifications or standards. In addition, Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.

**1.3.4.** The Vendor shall report to the Department of Central Management Services Bureau of Strategic Sourcing (BOSS) an annual Contract Usage Report which includes all governmental units and not-for-profit agencies. This report shall be in a tab-delimited text file or an Excel spreadsheet that references the BidBuy Purchase Order (PO) Number, time period being reported, and must include the following:

PO Line Number, Description, Quantity, Ordering Entity

A sample of the report's format is as follows:

Line Item #	Description	Quantity	Ordering Entity
1	XXXXXXXXXX	XXX	XXXXXXXXXX
2	XXXXXXXXXX	XXX	XXXXXXXXXX

**1.4. VENDOR/STAFF SPECIFICATIONS:**

**1.4.1. Vendor Meetings:**

- 1.4.1.1.** The Vendor shall participate in a pre-season meeting with IDOT Central Bureau of Operations. This meeting will be scheduled after the execution of the contract(s).
- 1.4.1.2.** The Vendor shall participate in weekly calls with IDOT Central Bureau of Operations throughout the winter season.
- 1.4.1.3.** The Vendor shall participate in a post-season meeting with IDOT Central Bureau of Operations that will be scheduled between April to June.

**1.4.2. Stockpile and Delivery Performance:**

- 1.4.2.1.** Delivery Performance: Freezing of waterways and the impact on delivery must be reasonably anticipated by the Vendor and is not a cause to claim Force Majeure.
- 1.4.2.2.** STOCKPILE AVAILABILITY: Successful Vendors shall have stockpiles of Rock Salt in Illinois or near its boundaries in quantities that are sufficient to satisfy the State of Illinois contractual requirements and stockpile staging requirements shall be as follows:
  - 1.4.2.2.1. 100% at upper MISSISSIPPI RIVER STOCKPILE locations, DISTRICT-1, DISTRICT-2, DISTRICT-3, and DISTRICT-4 by December 1st.
  - 1.4.2.2.2. 50% at all other Downstate Stockpile locations by December 1st and 100% by January 1st.

Stockpiles must be securely covered within 10 calendar days of the required 100% staging dates listed above. This may be accomplished by storing the material in a building or covering it with a waterproof material (generally a tarp) that is sufficiently secured to withstand damage from wind. Such stockpiles must be near enough to delivery points to allow for timely delivery as required by the State of Illinois contractual requirements.

Vendors may also be required to furnish a list of rock salt commitments against these stockpiles as a result of other contractual agreements.

**1.4.2.3. STOCKPILE INSPECTIONS:** The State reserves the right to inspect and/or test the rock salt provided at the Vendor's stockpile points or at the salt storage facility destination, whichever is most convenient to the State.

**1.4.3. Safety Data Sheets:** The Vendor is required to furnish a Safety Data Sheet (SDS) for each toxic substance shipped. Submission of Safety Data Sheets is required by the Illinois Toxic Substances Disclosure to Employees Act. 820 ILCS 255/1 ET SEQ, or subsequent amendment.

**1.4.4.** Vendor must be registered in BidBuy before entering into the resulting Contract with the State of Illinois.

## **1.5. TRANSPORTATION AND DELIVERY:**

**1.5.1. Delivery Time:** Delivery will be made F.O.B. Destination with all transportation and handling paid by the Vendor to any participating Governmental Unit. Deliveries are to be made within seven (7) working days, or as extended by order guidelines in Section 1.2.5.6. For all orders placed by contract participants on or after December 1 and prior to May 1st of any year, order delivery performance shall be subject to application of Liquidated Damages as stated in Section 1.5.10 below.

**1.5.2. Delivery Schedule:** Salt order deliveries will be accepted only during regular workdays (Monday thru Friday) and work hours (7:30 a.m. - 3:30 p.m.) excluding state holidays, except where special arrangements are made in advance with an appropriate representative at the delivery site.

**1.5.3. Delivery Locations:** All delivery locations are listed within each line item in BidBuy. Specific delivery notes for other governmental units will be given at the time of order.

**1.5.4. Payment of Tolls:** The Vendor shall be required to pay the full amount of tolls, if any, incurred during the duration of the contract. Said tolls will not be refunded by the ordering agency.

**1.5.5. Delivery Tickets:** Each Vendor and subcontractor shall have an automatic printer to record the gross weight of rock salt. The automatic printer shall be an integral part of the scale equipment, or the scale and printer shall be directly connected in a manner that will prohibit the manual entry of gross weights. Tare and net weights shall be shown on weigh tickets and may be printed automatically or entered manually. The State reserves the right to immediately, and without notice to Vendor or subcontractor, take action to remedy Vendor failure of automatic printing. This action may include the termination of the order and purchase of salt from other sources, or other action to ensure all weights and measures are correct. Unless otherwise directed, delivery ticket must also be signed by an authorized agency representative at the delivery location point to verify that agency has accepted the material. The Vendor shall include the release order number and the date of delivery on each delivery ticket. The Vendor shall ensure all weights and measures shown on all tickets are correct.

**1.5.6. Delivery Requirements:** All truck loads shall be covered with weatherproof material (generally a tarp). Any truck loads not covered may be rejected at the delivery site. Vendor shall ensure the delivery person inspects the inside of the trailer and all salt is removed from the trailer before leaving a delivery point. Pre-loading trucks prior to the date of delivery is not allowed and may be rejected at the delivery site. In the event any agency discovers preloaded rock salt already dumped at its location, the salt may be reloaded onto the cartage hauler's truck by the agency and returned for credit and the Vendor shall immediately ship a conforming load of replacement Rock Salt, or at agencies' option to issue a refund consistent with the dollar amount of the original order.

**1.5.7. Delivery Method:** All deliveries will be on the basis of the "End-Dumping" method. Vendors shall be governed by the specific delivery instructions, as to unloading point, issued by an applicable agency when they place their order for a particular location.

**1.5.8. Weights and Measures:** Governmental units reserve the right to require that trucks may occasionally be directed to a scale in the vicinity of the delivery point as a check on delivered truckloads. The governmental units reserve the right to take action to remedy Vendor's failure to provide accurate weights and measures.

**1.5.9. Foreign Materials:** All truck loads shall be free of any foreign material such as mud, rocks, grader teeth, wood, tarpaulins, etc. or the load may

be rejected. In the event any agency discovers foreign material in truckloads of rock salt already dumped at its location, the salt and foreign matter may be reloaded onto the cartage hauler's truck by the agency and returned for credit and the Vendor shall immediately ship a conforming load of replacement Rock Salt, or at agencies' option to issue a refund consistent with the dollar amount of original order.

**1.5.10. Damages:** Governmental units reserve the right to take action against Vendor delivery failure as follows:

Liquidated Damages: From December 1 through May 1 of the current season, if the Vendor is unable to make delivery within the authorized delivery time, the governmental units shall assess and have the right to retain as Liquidated Damages, and not as a penalty, 5 percent per working day on the undelivered portion of the order, but not to exceed 50 percent of the total order. Governmental units and Vendor agree that at the time of contracting, the amount of actual damages is uncertain. Governmental units and Vendor further agree that the amount of Liquidated Damages in this Section is reasonable and bears relation to the damages which may be sustained in the event of a breach.

Delivery Failure Damages: If after seven (7) days' assessment of Liquidated Damage claims, a Vendor has still failed to deliver as required, governmental units reserve the right to immediately, and without notice to Vendor, take action to remedy Vendor failure. This may include the termination of the order and purchase of salt from other sources, or other action to ensure ice control availability for public safety purposes. Note that any or all additional costs may be collected from the original Vendor, in addition to the applied Liquidated Damages.

**1.6. SUBCONTRACTING:**

Subcontractors are allowed.

**1.6.1.** Will subcontractors be utilized?  Yes  No

A subcontractor is a person or entity that enters into a contractual agreement with a total value of \$100,000 or more with a person or entity who has a contract subject to the Illinois Procurement Code pursuant to which the person or entity provides some or all of the goods, services, real property, remuneration, or other monetary forms of consideration that are the subject of the primary State contract, including subleases from a lessee of a State contract.

All contracts with subcontractors where the annual value of the subcontract is greater than \$50,000 must include Illinois Standard Certifications completed by the subcontractor.

**1.6.2.** Please identify below subcontracts with an annual value of \$100,000 or more that will be utilized in the performance of the contract, the names and addresses of the subcontractors, and a description of the work to be performed by each.

- Subcontractor Name: Please see attached list.

Amount to Be Paid: Please see attached list.

Address: [Click here to enter text](#)

Description of Work: [Click here to enter text](#)

- Subcontractor Name: [Click here to enter text](#)

Amount to Be Paid: [Click here to enter text](#)

Address: [Click here to enter text](#)

Description of Work: [Click here to enter text](#)

**If additional space is necessary to provide subcontractor information, please attach an additional page.**

**1.6.3.** If the annual value of any subcontracts is more than \$100,000, then the Vendor must provide to the State the Financial Disclosures and Conflicts of Interest for that subcontractor.

**1.6.4.** If at any time during the term of the Contract, Vendor adds or changes any subcontractors, Vendor is required to promptly notify, in writing, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to this Contract. Any subcontracts entered prior to award of this Contract are done at the sole risk of the Vendor and subcontractor(s).

**1.7. WHERE SERVICES ARE TO BE PERFORMED:** Unless otherwise disclosed in this section all services shall be performed in the United States. If the Vendor performs the services purchased hereunder in another country in violation of this provision, such action may be deemed by the State as a breach of the contract by Vendor.

Vendor shall disclose the locations where the services required shall be performed and the known or anticipated value of the services to be performed at each location.

If the Vendor received additional consideration in the evaluation based on work being performed in the United States, it shall be a breach of contract if the Offeror shifts any such work outside the United States.

- Location where services will be performed: Please see attached list.
- Value of services performed at this location: Please see attached list.
- Location where services will be performed: [Click here to enter text](#)
- Value of services performed at this location: [Click here to enter text](#)

## 2. PRICING

**2.1. TYPE OF PRICING:** The Illinois Office of the Comptroller requires the State to indicate whether the contract price is firm or estimated at the time it is submitted for obligation. The total price of this contract is estimated.

**2.2. VENDOR'S PRICING:** Vendor's pricing is located in the Items Tab in the BidBuy Purchase Order. The State includes in this contract the BidBuy Purchase Order as it contains the agreed pricing.

**2.2.1.** Pricing must include all costs shipped F.O.B. destination and may not include any additional costs due to taxes (federal or otherwise) unless accompanied by proof the State is subject to the tax.

**2.3. GOVERNMENT ACTIONS:** A price adjustment may be requested from the Vendor following the execution date of this Contract due to unforeseeable government actions including tariffs, duties or similar governmental charges that are beyond the control of either Party. The additional governmental charges will be added to the invoice as a separate line item.

**2.3.1.** Verifiable documentation of such changes, including but not limited to, invoices, published price lists or official price bulletins, etc., from the Vendor's supplier, will be provided with the request for economic adjustment in order to substantiate any requested change. The State reserves the right to consider various pertinent information sources to evaluate price increase requests (such as the CPI and PPI, as published by the US Department of Labor, Bureau of Labor Statistics). The State also reserves the right to consider other information related to special economic and/or industry circumstances, when evaluating a price change request. Changes may be either increases or decreases and may be requested by either party.

**2.3.2.** The claim for such adjustment must include a certification from the manufacturer/supplier verifying the actual cost at the time of the bid award and at the time of the requested increase. The increase will be allowed only on the cost to the Vendor. No increase or change in the Vendor's overhead, profit or other factors will be approved. Vendor shall not be entitled to apply any governmental charges without first obtaining approval of such request from the Department of Central Management Bureau of Strategic Sourcing.

**2.3.3.** At the sole discretion of the Agency, if the government action that warranted a price adjustment granted under this Section is rescinded, the price shall automatically revert to the previous contract price, without notice to the Vendor.

**2.4. MAXIMUM AMOUNT:** This Joint Purchase Master Contract is an indefinite quantity contract.

### **3. TERM AND TERMINATION**

**3.1. TERM OF THIS CONTRACT:** The contract will have an initial term commencing upon October 1, 2025 or the last dated signature of the Parties, whichever is later and ending on September 30, 2026. In no event will the maximum total term of the contract, including the initial term, any renewal terms, and any extensions, exceed ten (10) years. Vendor shall not commence billable work in furtherance of the contract prior to final execution of the contract except when permitted pursuant to 30 ILCS 500/20-80.

**3.2. TERMINATION FOR CAUSE:** The State may terminate this contract, in whole or in part, immediately upon notice to the Vendor if: (a) the State determines that the actions or inactions of the Vendor, its agents, employees or subcontractors have caused, or reasonably could cause, jeopardy to health, safety, or property, or (b) the Vendor has notified the State that it is unable or unwilling to perform the contract.

If Vendor fails to perform to the State's satisfaction any material requirement of this contract, is in violation of a material provision of this contract, or the State determines that the Vendor lacks the financial resources to perform the contract, the State shall provide written notice to the Vendor to cure the problem identified within the period of time specified in the State's written notice. If not cured by that date the State may either: (a) immediately terminate the contract without additional written notice or (b) enforce the terms and conditions of the contract.

For termination due to any of the causes contained in this Section, the State retains its rights to seek any available legal or equitable remedies and damages.

- 3.3. TERMINATION FOR CONVENIENCE:** The State may, for its convenience and with thirty (30) days prior written notice to Vendor, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Vendor.

Upon submission of invoices and proof of claim, the Vendor shall be entitled to compensation for supplies and services provided in compliance with this contract up to and including the date of termination.

- 3.4. AVAILABILITY OF APPROPRIATION:** This contract is contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Agency's funding by reserving some or all of the Agency's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly, or (3) the Agency determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

## 4. STANDARD BUSINESS TERMS AND CONDITIONS

### 4.1. PAYMENT TERMS AND CONDITIONS:

- 4.1.1. LATE PAYMENT:** Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act and rules when applicable. 30 ILCS 540; 74 III. Adm. Code 900. This shall be Vendor's sole remedy for late payments by the State. Payment terms contained in Vendor's invoices shall have no force or effect.
- 4.1.2. MINORITY CONTRACTOR INITIATIVE:** Any Vendor awarded a contract of \$1,000 or more under Section 20-10, 20-15, 20-25 or 20-30 of the Illinois Procurement Code (30 ILCS 500) is required to pay a fee of \$15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund. 15 ILCS 405/23.9.
- 4.1.3. EXPENSES:** The State will not pay for supplies provided or services rendered, including related expenses, incurred prior to the execution of this

contract by the Parties even if the effective date of the contract is prior to execution.

**4.1.4. PREVAILING WAGE:** As a condition of receiving payment Vendor must (i) be in compliance with the contract, (ii) pay its employees prevailing wages when required by law, (iii) pay its suppliers and subcontractors according to the terms of their respective contracts, and (iv) provide lien waivers to the State upon request. Examples of prevailing wage categories include public works, printing, janitorial, window washing, building and grounds services, site technician services, natural resource services, security guard and food services. The prevailing wages are revised by the Illinois Department of Labor (DOL) and are available on DOL's official website, which shall be deemed proper notification of any rate changes under this subsection. Vendor is responsible for contacting DOL at 217-782-6206 or (<https://labor.illinois.gov>) to ensure understanding of prevailing wage requirements.

**4.1.5. FEDERAL FUNDING:** This contract may be partially or totally funded with Federal funds. If Federal funds are expected to be used, then the percentage of the good/service paid using Federal funds and the total Federal funds expected to be used will be provided to the awarded Vendor in the notice of intent to award.

**4.1.6. INVOICING:** By submitting an invoice, Vendor certifies that the supplies or services provided meet all requirements of this contract, and the amount billed and expenses incurred are as allowed in this contract. Invoices for supplies purchased, services performed, and expenses incurred through June 30 of any year must be submitted to the State no later than July 31 of that year; otherwise Vendor may have to seek payment through the Illinois Court of Claims. 30 ILCS 105/25. All invoices are subject to statutory offset. 30 ILCS 210.

**4.1.6.1.** Vendor shall not bill for any taxes unless accompanied by proof that the State is subject to the tax. If necessary, Vendor may request the applicable agency's Illinois tax exemption number and Federal tax exemption information.

**4.1.6.2.** Vendor shall invoice at this completion of the contract unless invoicing is tied in this contract to milestones, deliverables, or other invoicing requirements agreed to in the contract.

Send invoices to:

Agency:	Requesting Agency/Entity
Attn:	Requesting Agency/Entity
Address:	Requesting Agency/Entity
City, State Zip	Requesting Agency/Entity

For procurements conducted in BidBuy, the Agency may include in this contract the BidBuy Purchase Order as it contains the Bill To address.

- 4.2. ASSIGNMENT:** This contract may not be assigned or transferred in whole or in part by Vendor without the prior written consent of the State.
- 4.3. SUBCONTRACTING:** For purposes of this section, subcontractors are those with contracts with an annual value exceeding \$100,000 and who are specifically hired to perform all or part of the work covered by this contract. Vendor must receive prior written approval before use of any subcontractors in the performance of this contract. Vendor shall describe, in an attachment if not already provided, the names and addresses of all authorized subcontractors to be utilized by Vendor in the performance of this contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to this contract. If required, Vendor shall provide a copy of any subcontracts within fifteen (15) days after execution of this contract. All subcontracts must include the same certifications that Vendor must make as a condition of this contract. Vendor shall include in each subcontract the Standard Illinois Certification form available from the State. If at any time during the term of the Contract, Vendor adds or changes any subcontractors, then Vendor must promptly notify, by written amendment to the Contract, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses, the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract, and the general type of work to be performed. 30 ILCS 500/20-120.
- 4.4. AUDIT/RETENTION OF RECORDS:** Vendor and its subcontractors shall maintain books and records relating to the performance of this contract and any subcontract necessary to support amounts charged to the State pursuant this contract or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Vendor for a period of three (3) years from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of three (3) years from the later of final payment under the term or completion of the subcontract. If Federal funds are used to pay contract costs, the Vendor and its subcontractors must retain their respective records for five (5) years. Books and records required to be maintained under this section shall be available for review or audit by representatives of the

procuring Agency, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Vendor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this contract or any subcontract for which adequate books and records are not available to support the purported disbursement. The Vendor or subcontractors shall not impose a charge for audit or examination of the Vendor's or subcontractor's books and records. 30 ILCS 500/20-65.

- 4.5. TIME IS OF THE ESSENCE:** Time is of the essence with respect to Vendor's performance of this contract. Vendor shall continue to perform its obligations while any dispute concerning this contract is being resolved unless otherwise directed by the State.
- 4.6. NO WAIVER OF RIGHTS:** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.
- 4.7. FORCE MAJEURE:** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence, including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel this contract without penalty if performance does not resume within thirty (30) days of the declaration.
- 4.8. CONFIDENTIAL INFORMATION:** Each Party to this contract, including its agents and subcontractors, may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this contract. Vendor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Vendor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of this contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of this contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of this contract, in whatever form it is maintained, promptly at the end of this contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third Party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or that is independently

developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

- 4.9. USE AND OWNERSHIP:** All work performed or supplies created by Vendor under this contract, whether written documents or data, goods or deliverables of any kind, shall be deemed work for hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Vendor hereby assigns to the State all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Vendor may have to such work including any so-called "moral rights" in connection with the work. Vendor acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to the confidentiality provisions of this contract.
- 4.10. INDEMNIFICATION AND LIABILITY:** The Vendor shall indemnify and hold harmless the State of Illinois, its agencies, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of: (a) any breach or violation by Vendor of any of its certifications, representations, warranties, covenants or agreements; (b) any actual or alleged death or injury to any person, damage to any real or personal property, or any other damage or loss claimed to result in whole or in part from Vendor's negligent performance; (c) any act, activity or omission of Vendor or any of its employees, representatives, subcontractors or agents; or (d) any actual or alleged claim that the services or goods provided under this contract infringe, misappropriate, or otherwise violate any intellectual property (patent, copyright, trade secret, or trademark) rights of a third party. In accordance with Article VIII, Section 1(a),(b) of the Constitution of the State of Illinois and 1973 Illinois Attorney General Opinion 78, the State may not indemnify private parties absent express statutory authority permitting the indemnification. Neither Party shall be liable for incidental, special, consequential, or punitive damages.
- 4.11. INSURANCE:** Vendor shall, at all times during the term of this contract and any renewals or extensions, maintain and provide a Certificate of Insurance naming the State as an additionally insured for all required bonds and insurance. Certificates may not be modified or canceled until at least thirty (30) days' notice has been provided to the State. Vendor shall provide: (a) General Commercial Liability insurance in the amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto (Combined Single Limit Bodily Injury and Property Damage), in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in the amount required by law. Insurance shall not limit Vendor's obligation to indemnify, defend, or settle any claims.
- 4.12. INDEPENDENT CONTRACTOR:** Vendor shall act as an independent contractor and not an agent or employee of, or joint venturer with the State. All payments by the State shall be made on that basis.

- 4.13. SOLICITATION AND EMPLOYMENT:** Vendor shall not employ any person employed by the State during the term of this contract to perform any work under this contract. Vendor shall give notice immediately to the Agency's director if Vendor solicits or intends to solicit State employees to perform any work under this contract.
- 4.14. COMPLIANCE WITH THE LAW:** The Vendor, its employees, agents, and subcontractors shall comply with all applicable Federal, State, and local laws, rules, ordinances, regulations, orders, Federal circulars and all license and permit requirements in the performance of this contract. Vendor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Vendor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.
- 4.15. BACKGROUND CHECK:** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Vendor's and subcontractor's officers, employees or agents. Vendor or subcontractor shall immediately reassign any individual who, in the opinion of the State, does not pass the background check.
- 4.16. APPLICABLE LAW:**
- 4.16.1. PREVAILING LAW:** This contract shall be construed in accordance with and is subject to the laws and rules of the State of Illinois.
- 4.16.2. EQUAL OPPORTUNITY:** The Department of Human Rights' Equal Opportunity requirements are incorporated by reference. 44 Ill. Adm. Code 750.
- 4.16.3. COURT OF CLAIMS; ARBITRATION; SOVEREIN IMMUNITY:** Any claim against the State arising out of this contract must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505. The State shall not enter into binding arbitration to resolve any dispute arising out of this contract. The State of Illinois does not waive sovereign immunity by entering into this contract.
- 4.16.4. OFFICIAL TEXT:** The official text of the statutes cited herein is incorporated by reference. An unofficial version can be viewed at ([www.ilga.gov/legislation/ilcs/ilcs.asp](http://www.ilga.gov/legislation/ilcs/ilcs.asp)).
- 4.17. ANTI-TRUST ASSIGNMENT:** If Vendor does not pursue any claim or cause of action it has arising under Federal or State antitrust laws relating to the subject matter of this contract, then upon request of the Illinois Attorney General, Vendor shall assign to the State all of Vendor's rights, title and interest to the claim or cause of action.
- 4.18. CONTRACTUAL AUTHORITY:** The Agency that signs this contract on behalf of the State of Illinois shall be the only State entity responsible for performance and payment under this contract. When the Chief Procurement Officer or authorized designee or State Purchasing Officer signs in addition to an Agency, he/she does so as approving officer and shall have no liability to Vendor. When the Chief

Procurement Officer or authorized designee or State Purchasing Officer signs a master contract on behalf of State agencies, only the Agency that places an order or orders with the Vendor shall have any liability to the Vendor for that order or orders.

- 4.19. EXPATRIATED ENTITIES:** Except in limited circumstances, no business or member of a unitary business group, as defined in the Illinois Income Tax Act, shall submit a bid for or enter into a contract with a State agency if that business or any member of the unitary business group is an expatriated entity.
- 4.20. NOTICES:** Notices and other communications provided for herein shall be given in writing via electronic mail whenever possible. If transmission via electronic mail is not possible, then notices and other communications shall be given in writing via registered or certified mail with return receipt requested, via receipted hand delivery, via courier (UPS, Federal Express or other similar and reliable carrier), or via facsimile showing the date and time of successful receipt. Notices shall be sent to the individuals who signed this contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change its contact information.
- 4.21. MODIFICATIONS AND SURVIVAL:** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Vendor's terms, conditions and attachments, the State's terms, conditions and attachments shall prevail.
- 4.22. PERFORMANCE RECORD/SUSPENSION:** Upon request of the State, Vendor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of this contract. The State may consider Vendor's performance under this contract and compliance with law and rule to determine whether to continue this contract, suspend Vendor from doing future business with the State for a specified period of time, or whether Vendor can be considered responsible on specific future contract opportunities.
- 4.23. FREEDOM OF INFORMATION ACT:** This contract and all related public records maintained by, provided to, or required to be provided to the State are subject to the Illinois Freedom of Information Act (FOIA) notwithstanding any provision to the contrary that may be found in this contract. 5 ILCS 140.
- 4.24. SCHEDULE OF WORK:** Any work performed on State premises shall be performed during the hours designated by the State and performed in a manner that does not interfere with the State and its personnel.
- 4.25. WARRANTIES FOR SUPPLIES AND SERVICES:**

**4.25.1.** Vendor warrants that the supplies furnished under this contract will: (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the State or furnished by the Vendor and agreed to by the State, including but not limited to all specifications attached as exhibits hereto; (b) be merchantable, of good quality and workmanship, and free from defects for a period of twelve months or longer if so specified in writing, and fit and sufficient for the intended use; (c) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; (d) be of good title and be free and clear of all liens and encumbrances and; (e) not infringe any patent, copyright or other intellectual property rights of any third party. Vendor agrees to reimburse the State for any losses, costs, damages or expenses, including without limitations, reasonable attorney's fees and expenses, arising from failure of the supplies to meet such warranties.

**4.25.2.** Vendor shall ensure that all manufacturers' warranties are transferred to the State and shall provide to the State copies of such warranties. These warranties shall be in addition to all other warranties, express, implied or statutory, and shall survive the State's payment, acceptance, inspection or failure to inspect the supplies.

**4.25.3.** Vendor warrants that all services will be performed to meet the requirements of this contract in an efficient and effective manner by trained and competent personnel. Vendor shall monitor performances of each individual and shall immediately reassign any individual who does not perform in accordance with this contract, who is disruptive or not respectful of others in the workplace, or who in any way violates the contract or State policies.

**4.26. REPORTING, STATUS AND MONITORING SPECIFICATIONS:** Vendor shall immediately notify the State of any event that may have a material impact on Vendor's ability to perform this contract.

**4.27. EMPLOYMENT TAX CREDIT:** Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits.

## 5. STATE SUPPLEMENTAL PROVISIONS

Agency Definitions

5.1 "Chief Procurement Officer" means the chief procurement officer appointed pursuant to 30 ILCS 500/10-20(a)(4).

5.2 "Governmental unit" means State of Illinois, any State agency as defined in Section 1-15.100 of the Illinois Procurement Code, officers of the State of Illinois, any public authority which has the power to tax, or any other public entity created by statute. In addition, the governmental unit must have participated in the CY25-26 Illinois Department of Central Management Services Joint Participation Agreement Survey and additional participation in the resultant contract is not allowed.

Required Federal Clauses, Certifications and Assurances

Public Works Requirements (construction and maintenance of a public work) 820 ILCS 130/4.

Prevailing Wage (janitorial cleaning, window cleaning, building and grounds, site technician, natural resources, food services, security services, and printing, if valued at more than \$200 per month or \$2,000 per year) 30 ILCS 500/25-60.

Agency Specific Terms and Conditions

5.3. The Chief Procurement Officer for General Services makes this contract available to all governmental units.

5.4. Vendor agrees to extend all terms and conditions, specifications, and pricing or discounts specified in this contract for the items in this contract to all governmental units.

5.5. The supplies or services subject to this Contract shall be distributed or rendered directly to each governmental unit.

5.6. Vendor shall bill each governmental unit separately for its actual share of the costs of the supplies or services purchased.

5.7. The credit or liability of each governmental unit shall remain separate and distinct.

5.8. Disputes between vendors and governmental units shall be resolved between the affected parties.

5.9. All terms and conditions in this Contract apply with full force and effect to all purchase orders.

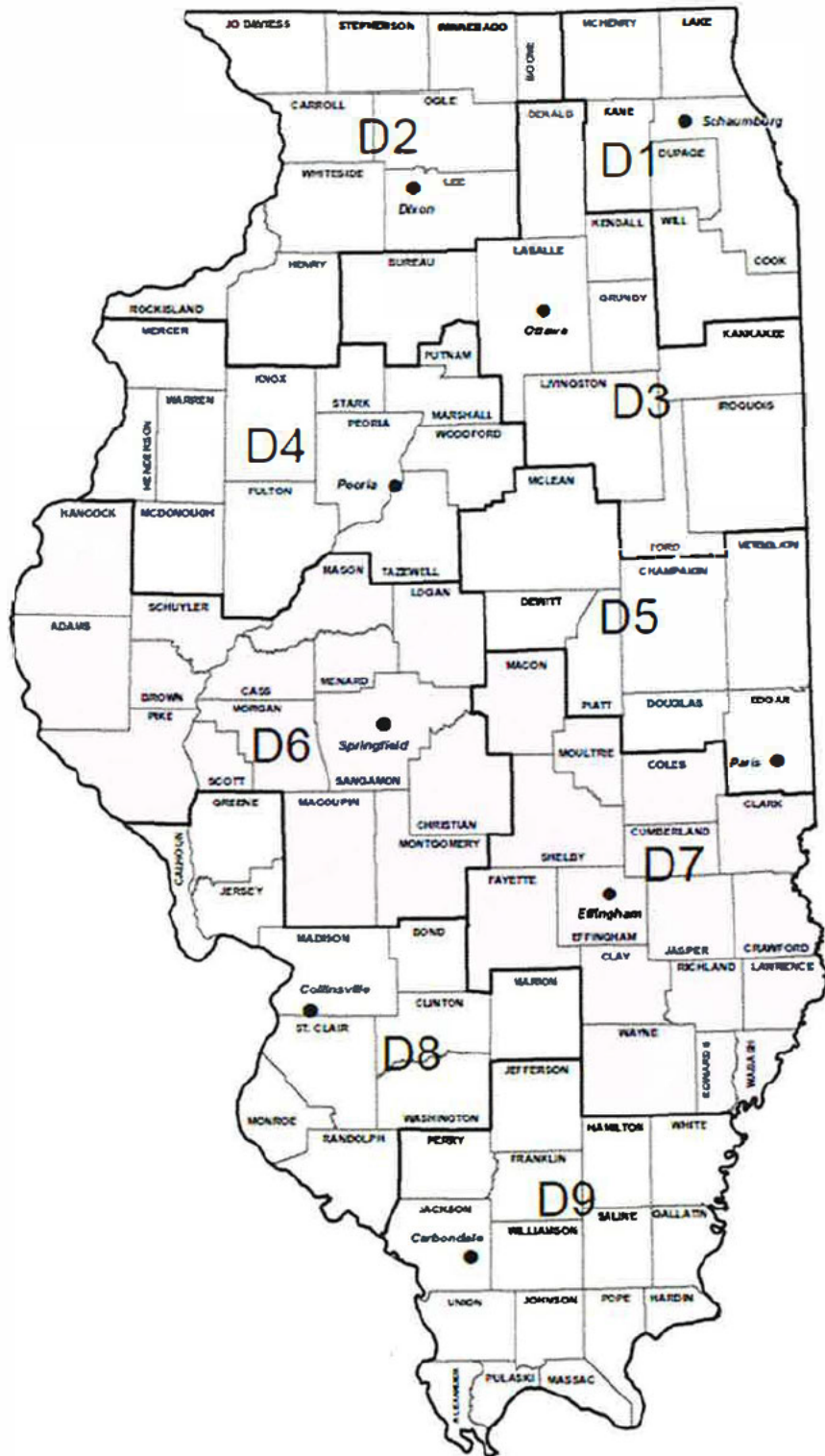
Other (describe)

5.10 Districts are defined as follows:

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
COOK	BOONE	BUREAU	FULTON	CHAMPAIGN
DUPAGE	CARROLL	DEKALB	HENDERSON	DEWITT
KANE	HENRY	FORD	KNOX	DOUGLAS
LAKE	JO DAVIESS	GRUNDY	MARSHALL	EDGAR
MCHENRY	LEE	IROQUOIS	MCDONOUGH	MCCLEAN
WILL	OGLE	KANKAKEE	MERCER	PIATT
	ROCK ISLAND	KENDALL	PEORIA	VERMILLION
	STEPHENSON	LASALLE	PUTNAM	
	WHITESIDE	LIVINGSTON	STARK	
	WINNEBAGO		TAZEWELL	
			WARREN	
			WOODFORD	

DISTRICT 6	DISTRICT 7	DISTRICT 8	DISTRICT 9	
ADAM	CLARK	BOND	ALEXANDER	
BROWN	CLAY	CALHOUN	FRANKLIN	
CASS	COLES	CLINTON	GALLATIN	
CHRISTIAN	CRAWFORD	GREEN	HAMILTON	
HANCOCK	CUMBERLAND	JERSEY	HARDIN	
LOGAN	EDWARDS	MADISON	JACKSON	
MACOUPIN	EFFINGHAM	MARION	JEFFERSON	
MASON	FAYETTE	MONROE	JOHNSON	
MENARD	JASPER	RANDOLPH	MASSAC	
MONTGOMERY	LAWRENCE	ST. CLAIR	PERRY	
MORGAN	MACON	WASHINGTON	POPE	
PIKE	MOULTRIE		PULASKI	
SANGAMON	RICHLAND		SALINE	
SCHUYLER	SHELBY		UNION	
SCOTT	WABASH		WHITE	
	WAYNE		WILLIAMSON	

5.11 Illinois District Map



**6. ATTACHMENTS**

- 6.1. Financial Disclosures (including Illinois Procurement Gateway print-off if applicable)**
- 6.2. Business Enterprise Program Utilization Plan**

Central Management Services

JPMC Rock Salt, Bulk FY26

25-416CMS-BOSS4-P-85806

**VENDOR**

Vendor Name: <i>Compass Minerals America Inc.</i>	Address (City/State/Zip): 9900 W. 109 <sup>th</sup> St., Overland Park, KS 66210
Signature: _____	Phone: 800-323-1641
Printed Name: <i>Joel Gerdes</i>	Email: highwaygroup@compassminerals.com
Title: Director US Highway Sales	Date: July 17, 2025

**STATE OF ILLINOIS**

Purchasing Agency: Central Management Services	Phone: 866-455-2897
Street Address: 300 West Jefferson Street	
City, State ZIP: Springfield, IL 62702	
Official Signature: _____	Date: <i>9/29/25</i>
Printed Name: Raven Devaughn by David W. Thomas	
Official's Title: Director by Agency Procurement Officer	

**AGENCY USE ONLY**

**NOT PART OF CONTRACTUAL PROVISIONS**

- Agency Reference #: 25-416CMS-BOSS4-R-266410
- Project Title: JPMC Rock Salt, Bulk FY26
- Contract #: 25-416CMS-BOSS4-P-85806
- Procurement Method (IFB, RFP, Small Purchase, etc.): IFB
- BidBuy / Bulletin Reference #: 25-416CMS-BOSS4-B-48267
- BidBuy / Bulletin Publication Date: 06/20/2025
- Award Code: A
- Subcontractor Utilization?  Yes  No      Subcontractor Disclosure?  Yes  No
- Funding Source:
- Obligation #:
- Small Business Set-Aside?  Yes  No      Percentage:
- Minority Owned Business?  Yes  No      Percentage:
- Women Owned Business?  Yes  No      Percentage:
- Persons with Disabilities Owned Business?  Yes  No      Percentage:
- Veteran Owned Small Business?  Yes  No      Percentage:
- Other Preferences?

Illinois State Bid Subcontractors Totals for Handling and Hauling

Solicitation: 25-416CMS-BOSS4-B-48267 / JPMC Rock Salt, Bulk FY26

Service Depot	LM	Depot Spend	Freight & Fuel Spend	Vendor Addresses	Forms A or B	Rec'd	LOI's
<b>Chicago, IL</b>	<b>Victor</b>						
Calumet Transload	Victor	\$1,652,558		10730 Burley Avenue, Chicago, IL 60617	Form B	X	
5 Star Hauling	Victor		\$1,800,178	14210 Kenton Ave., Crestwood, IL 60418	Form B	X	X
Garus Trucking	Victor		\$545,500	7264 W 21st Ave., Gary IN 46406	Form A	X	
Truck King Hauling Contractors, Inc.	Victor		\$3,491,254	4600 W 48th St, Chicago. IL 60632	Form B	X	X
<b>Camanche, IA</b>	<b>Andrew</b>						
ADM	Andrew	\$24,860		1419 N Washington Blvd, Comanche, IA 52730	Form A	X	
ADM- Transport	Andrew		\$29,717	4666 Faries Parkway Decatur, IL 62526	Form A	X	
<b>Louisiana, MO</b>	<b>Andrew</b>						
Wayne B Smith	Andrew	\$85,840		10415 Hwy 79, Louisiana, MO 63353	Form B	X	
George Potterfield Trucking	Andrew		\$14,089	207 County Line Road, Monroe City, MO 63456	Form B	X	
<b>Metropolis, IL</b>	<b>Andrew</b>						
<b>Metropolis - Waterway Ag.</b>	Andrew	\$178,158		208 Yasada Street, Metropolis, IL 62960	Form B	X	
Waterway Ag.	Andrew		\$266,280	208 Yasada Street, Metropolis, IL 62960	Form B	X	
<b>Milwaukee, WI</b>	<b>Victor</b>						
Compass Minerals	Brenda	\$954,229		2001 S Lincoln Memorial, Milwaukee, WI 53207	Form B	X	
Jung Bros	Victor		\$275,176	9825 Durand Ave., Sturtevant, WI 53177	Form A	X	
Blume Trucking	Victor		\$756,734	1480 240th Ave, Brighton, WI 53139	Form B	X	
CLK Systems Inc	Victor		\$343,970	39882 N Mauser Dr Wadsworth, IL 60083	Form B	X	X
PJ's Trucking	Victor		\$309,573	W125S9861 N Cape Road, Muskego, WI 53150	Form A	X	
Portland	Victor		\$412,764	98 E Shore Drive, Random Lake, WI 53075	Form B	X	
Tonyan Bros.	Victor		\$275,176	5101 N Richmond Rd., Ringwood, IL 60072	Form A	X	
Zizzo's	Victor		\$1,066,307	3000 Sheridan Rd., Kenosha, WI 53140	Form B	X	
<b>Castlen Terminals LLC - Mt. Vernon, IN</b>	<b>Shahzad</b>						
Castlen Terminals LLC	Shahzad	\$118,909		4565 Hwy 2830, Owensboro KY 42303	Form A	X	
Mulzer Crushed Stone	Shahzad		\$264,368	10700 Hwy 69 S, Mt. Vernon, IN 47620	Form B	X	
<b>Peoria, IL - J&amp;L</b>	<b>Shahzad</b>						
J&L Dock	Shahzad	\$546,220		92 South St., Peoria, IL 61602	Form A	X	
Heinz Bros. Trucking	Shahzad		\$907,935	538 W Knoxville St, Brimfield, IL 61517	Form A	X	
<b>St. Louis, MO (Beelman)</b>	<b>Andrew</b>						
Beelman Terminal	Andrew	\$177,936		210 Bremen Ave., Venice, IL 62090	Form B	X	
Beelman Logistics	Andrew		\$297,107	#1 Racehorse Drive, E. St. Louis, MO 62205	Form B	X	
<b>St. Louis, MO (Oakley)</b>	<b>Andrew</b>						
Oakley	Andrew	\$334,024		1 Angelica St. St. Louis, Mo 63353	Form B	X	
George Potterfield Trucking	Andrew		\$643,274	207 County Line Road, Monroe City, MO 63456	Form B	X	
<b>Logistics Park Dubuque, IA</b>	<b>Andrew</b>						
Logistics Park Dubuque	Andrew	\$151,610		2020 Lefebure Road, Fairfax, IA 52228	Form A	X	
All Seasons Trucking	Andrew		\$221,780	7750 Windy Ridge Dubuque, IA 52003	Form B	X	
<b>Rock Island, IL</b>	<b>Andrew</b>						
Alter- Rock Island River Terminal	Andrew	\$576,643		7th Ave MILI Street Rock Island, IL 61201	Form A	X	
Overland Systems	Andrew		\$766,741	13631 110th Ave Davenport, IA 52804	Form A	X	
<b>Henry - Middle River Marine</b>	<b>Shahzad</b>						
Henry - Middle River Marine	Shahzad	\$22,454		1440 County Road 1500 E, Henry, IL 61537	Form A	X	
Ozinga Transportation, Inc.	Shahzad		\$27,950	1440 County Road 1500 E, Henry, IL 61537	Form B	X	
<b>Lemont - Middle River Marine</b>	<b>Shahzad</b>						
Lemont - Middle River Marine	Shahzad	\$14,303		11400 Old Lemont Road, Lemont, IL 60439	Form A	X	
Ozinga Transportation, Inc.	Shahzad		\$26,128	11400 Old Lemont Road, Lemont, IL 60439	Form B	X	
<b>Ottawa - Ottawa Barge Terminal</b>	<b>Shahzad</b>						
Ottawa - Ottawa Barge Terminal	Shahzad	\$227,828		1365 N 2803 RD OTTAWA, IL 61350	Form A	X	
Wiesbrock Trucking	Shahzad		\$212,861	1748 E. 950th Road (PO Box 197) Leonore, IL 61335	Form A	X	

\*All \$'s are subject to change based on contract award

**UNANIMOUS WRITTEN CONSENT  
OF THE SOLE MEMBER  
OF THE BOARD OF DIRECTORS  
OF  
COMPASS MINERALS AMERICA INC.**

**July 9, 2025**

The undersigned, being all of the members of the board of directors (the "Board") of Compass Minerals America Inc., a Delaware corporation (the "Corporation") hereby consent in writing pursuant to Section 141(f) of the Delaware General Corporation Law to the adoption of the following resolutions without a meeting and waive any notice required in connection therewith.

**Authorized Signatories**

**WHEREAS**, from time to time, it is desirable for individuals to sign documents on behalf of the Corporation in connection with sales transactions relating to the Corporation's Highway Sales Department.

**NOW, THEREFORE, BE IT RESOLVED**, that the following individuals (the "Authorized Signatories") be, and each of them hereby is, authorized, subject to applicable limitations under the Corporation's Delegation of Authority Policy, on behalf of the Corporation, to sign bids, performance bonds and contracts for the sale of sodium chloride and other deicing products, and to sign any other documents which, in his or her opinion, are necessary or desirable in order to effectuate and carry out the foregoing, and all other individuals who were so authorized prior to the date first written above are no longer so authorized:

Edward C. Dowling, Jr.	President and CEO
Peter Fjellman	Chief Financial Officer
Benjamin S. Nichols	Chief Commercial Officer
Patrick Merrin	Chief Operations Officer
Ashley Ward	Chief Accounting Officer
James D. Hughes	General Counsel and Corporate Secretary
Gary R. Gose	Vice President, Tax and Assistant Secretary
Brent A. Collins	Vice President, Treasurer
Jared M. Campbell	Assistant Secretary
Jon Schnieders	Vice President, Salt
Joel Gerdes	Director, U.S. Highway Sales
Ryan Royer	Director of Sales – Chemical & MgCl <sub>2</sub>
Sean Lierz	Highway Sales Senior Manager
Jason Fritz	Highway Sales Manager
Austin Hilbrands	Highway Sales Manager
Tess Virden	Sales Manager
Scott Douglass	Senior Director, Supply Chain

## **General**

**RESOLVED**, that the officers of the Corporation are, and each of them is, hereby authorized, for and on behalf of the Corporation, to execute, deliver, file, acknowledge and record any and all such documents and instruments, and to take or cause to be done any and all such other things as they, or any of them, may deem necessary or desirable to effectuate and carry out the resolutions adopted hereby; and

**FURTHER RESOLVED**, that any actions previously taken or caused to be taken by any officer of the Corporation or any Authorized Signatory in connection with the matters contemplated by these resolutions, or in carrying out the terms and intentions of the above resolutions, are hereby acknowledged to be duly authorized acts performed on behalf of the Corporation and are hereby ratified, confirmed and adopted as such.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the undersigned have caused this consent to be duly executed as of the date first written above. This consent may be executed via .pdf, facsimile or other electronic means and in two or more counterparts, each of which will be deemed an original, and all of which together will constitute one and the same instrument.

\_\_\_\_\_  
Jared M. Campbell

UnitName	Street Address -Delivery	City -Delivery	State -Delivery	Zip -Delivery	Street Address-Billing	County	District #	FY26 Initial Fill	FY26 Bid Ton	FY26 Bid Price/Ton	FY26 Ton %	FY26 Vendor	FY26 PO	FY26 PO Line #	FY26 Bid	FY26 Bid Line #
Kenilworth, Village of	347 Ivy Ct.	Kenilworth	IL	60043	419 Richmond Rd.	Cook	1		220	\$76.80	80%	Compass	P-85806	8	B-48267	39
NOTE: 365 other entities participated in the bid process. Their Bid data has been hidden for clarity.																



## Request for Board Action

**Agenda Item:** V.A.8

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Jordan Schmidt, Administration

**Subject:** Adoption of a Resolution Authorizing a Contractual Agreement with BS&A Software, LLC of Bath, Michigan for Enterprise Resource Planning Software System Cloud Based Integration in the Amount Not to Exceed \$30,600

**FY 2026 Goal:** Improve Operational Efficiency, Objective: Modernize IT Infrastructure

**Summary:** In 2019, the Village entered into an agreement with BS&A for the purchase of its on-premise enterprise resource planning software. As part of the Village's ongoing efforts to modernize its IT infrastructure, staff began exploring an upgrade to the cloud-based system in 2025. After determining an upgrade was in the best interest of the Village, funds were allocated in the approved FY2026 Budget. It is recommended that the Village Board approve the effectuating agreement to enable staff to get in BS&A's queue for the upgrade next year.

**Background of Matter:** In 2019, the Village began utilizing BS&A as its enterprise resource planning (ERP) software. An ERP system is a type of software that integrates the Village's core processes, such as water billing, building permits, accounts payable, payroll, etc., into a single unified system. The Village currently hosts the software on-premise on a Village server. Through this model, the Village is responsible for all on-site IT equipment needs and security. In 2025, the Village began reviewing a cloud-based solution offered by BS&A to continue ongoing efforts to modernize Village IT equipment.

Upon review of the proposal, it was determined it would be in the Village's best interest to pursue an upgrade to the cloud-based version of BS&A. With the system hosted on premise, the Village faces several challenges, including maintaining and upgrading on-site IT equipment, difficulty accessing the system off-site, and larger implementation fees. Through the proposed upgrade to the cloud, the Village would be eliminating future on-site IT equipment needs. In addition, the upgrade would increase accessibility to the system. As the Village utilizes contractors for several key positions, this is an important factor as it ensures they will be able to easily access the system when they are working elsewhere.

The upgrade was discussed during the FY2026 Budget workshops, and adequate funding was included in the approved FY2026 Budget. The FY2026 Budget included \$34,000 for the implementation of the BS&A cloud upgrade. The final proposal from BS&A included an implementation fee of \$30,600, which is \$3,400 under budget. In addition, the total proposal cost incorporates the annual fee of \$19,980, bringing the total project cost to \$50,580. The annual service fee is levied for both on-premise and cloud versions, and has been budgeted across multiple funds. Adequate funding was included in the FY2026 Budget to account for the annual fee.

The upgrade will entail the transfer of all system data from being stored on-premise to being hosted by BS&A. This is anticipated to last approximately six-months. The transition will be

planned around key process dates to minimize disruptions both for staff as well as residents. BS&A will also provide training for key personnel to help ensure a smooth transition.

**Financial Impact:** The Village has adequate funding in the FY 2026 Budget for awarding the contract up to the recommended amount.

Total Contract Amount	\$50,580 (\$30,600 for the implementation and \$19,980 for the first year support costs).
Budget Amount (FY26)	\$34,000 Cloud Intergration \$17,088 Annual Contract
Variance:	\$508 under budget
GL Number:	General Fund: 01-100-8003, 01-400-8003, 01-900-8003 Capital Fund: 27-100-8003 Water Fund: 35-100-8003

**Recommendation:** It is recommended that the Village Board of Trustees authorize the Village Manager to execute a contractual agreement with BS&A of Bath, Michigan in the total amount of \$50,580 (inclusive of cloud integration and first year support costs).

**Attachments:**

- Resolution Authorizing the Execution of a Contract Agreement with BS&A
- BS&A Proposal/Agreement

**VILLAGE OF KENILWORTH  
RESOLUTION NO. 2025-**

**A RESOLUTION AUTHORIZING A CONTRACTUAL AGREEMENT WITH BS&A  
SOFTWARE, LLC OF BATH, MICHIGAN FOR ENTERPRISE RESOURCE PLANNING  
SOFTWARE SYSTEM CLOUD BASED INTEGRATION IN  
THE AMOUNT NOT TO EXCEED \$30,600**

**WHEREAS**, the Village of Kenilworth ("Village") is a non-home rule municipality located in Cook County, Illinois; and

**WHEREAS**, the Village currently utilizes BS&A Software, LLC ("BS&A") of Bath, Michigan as its Enterprise Resource Planning system ("ERP"); and

**WHEREAS**, the Village reviewed a proposal from BS&A to upgrade its ERP system; and

**WHEREAS**, the proposed BS&A upgrade was found to offer the desired mix of software features and services at a favorable cost; and

**WHEREAS**, the Village and BS&A desire to enter into a contractual agreement for the purchase and implementation of a cloud based enterprise resource planning software system and deployment; and

**WHEREAS**, the Village fiscal year 2026 budget includes adequate funding for the implementation of the upgrade and annual service fee; and,

**WHEREAS**, the proposed agreement's annual service fee is subject to annual increases; and,

**WHEREAS**, the Board of Trustees finds it is in the best interest of the Village and its residents to enter into an agreement with BS&A of Bath, Michigan for the purchase of an enterprise resource planning software system and deployment; and

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

Section 1. Recitals. The foregoing recitals are incorporated in and made a part of this Resolution by this reference.

Section 2. Waiver of Competitive Bidding Requirements. The advertising and bidding requirements for the performance of the Work and for the execution of the Contract are hereby waived in accordance with Section 31.45(C)(6) of the Village Code.

Section 3. Award of Agreement The Agreement for the purchase of an enterprise resource planning software system and implementation services is hereby awarded to BS&A Software, LLC in a form substantially similar to that provided in **Exhibit A**.

Section 4. Execution of Agreement. The Village Manager is authorized to execute, on behalf of the Village, the agreement with BS&A. If an executed copy of the agreement is not signed by both parties within 60 days after the effective date of this Resolution, then the Village has the right but not the obligation to cancel the agreement.

**[Signature Page Follows]**

APPROVED this 9<sup>th</sup> day of December, 2025.

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

---

Cecily Kaz  
Village President

Attest:

---

Michael Gagnon  
Village Clerk

## Exhibit A

**BS&A  
CUSTOMER ORDER FORM**

This Customer Order Form (this “**Order**”) is entered into as of the “**Effective Date**” identified below between BS&A Software, LLC, a Delaware limited liability company with offices located at 14965 Abbey Lane, Bath, MI 48808 (“**BS&A**”) and the “**Customer**” identified below. Capitalized terms used but not defined in this Order have the meanings given them elsewhere in the Agreement (as defined below). BS&A and Customer may be referred to herein collectively as the “**Parties**” or individually as a “**Party**”. The Parties hereby agree as follows:

<b>Customer Name:</b> Village of Kenilworth, Cook County IL	<b>Sponsor Contact:</b> [ ]
<b>Billing Address:</b> [ ]	<b>Sponsor Phone:</b> [ ]
<b>Accounts Payable Email:</b> [ ]	<b>Sponsor Email:</b> [ ]

**Platform and Fee Information**

<b>Effective Date:</b> [ ]	
<b>Platform Description:</b> Those modules and feature packs of BS&A’s proprietary hosted enterprise resource planning service for managing local government functions that are identified in the Pricing Sheet.	
<b>“Usage Limitations”:</b>	
<input type="checkbox"/> <i>Number of Authorized Users:</i> [INSERT # OF SEATS]	
<input type="checkbox"/> <i>Other:</i> [INSERT OTHER USAGE LIMITATIONS, IF ANY]	
<b>“Initial Subscription Period”:</b> [One (1) year]	<b>Subscription Fees:</b> \$19,980 payable [annually].
The “ <b>Initial Subscription Period</b> ” shall begin the at the earlier date of	
<ul style="list-style-type: none"> <li>• One (1) year after the Effective Date for any new software modules</li> <li>• Six (6) months after the Effective Date for any software modules upgrading from BS&amp;A’s .NET Platform</li> </ul>	
<b>Professional Services (if any):</b> \$30,600	<b>Service Fees (if any):</b>
<b>Other Customer Terms:</b>	

The Customer Agreement (the “**Agreement**”), made and entered into as of the Effective Date between BS&A and Customer, includes and incorporates: (i) the above Order; (ii) any Orders previously or subsequently entered into by the Parties; and (iii) the Customer Terms and Conditions, which are attached to this Order (the “**Terms and Conditions**”); and (iv) the Pricing Sheet attached to this Order (the “**Pricing Sheet**”).

**BS&A SOFTWARE, LLC**

**VILLAGE OF KENILWORTH, IL**

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

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

**EXHIBIT A**  
**CUSTOMER TERMS AND CONDITIONS**

The Parties agree as follows:

1. Definitions.

1.1 **“Authorized User”** means Customer’s employees, consultants, contractors, and agents: (i) who are authorized by Customer to access and use the Platform under this Agreement; and (ii) for whom access to the Platform has been purchased hereunder.

1.2 **“BS&A IP”** means the Platform and any and all intellectual property provided to Customer or any Authorized User in connection with the foregoing. For the avoidance of doubt, BS&A IP includes Usage Data and any information, data, or other content derived from BS&A’s provision of the Platform but does not include Customer Data.

1.3 **“Business Contact Data”** means Personal Information that relates to BS&A’s relationship with Customer, including, by way of example and without limitation, the names and contact information of Authorized Users and any other data BS&A collects for the purpose of managing its relationship with Customer, identity verification, or as otherwise required by applicable laws, rules, or regulations.

1.4 **“Customer Data”** means information, data, and other content, in any form or medium, that is submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform, including Business Contact Data; provided that, for purposes of clarity, Customer Data as defined herein does not include Business Contact Data or Usage Data.

1.5 **“Documentation”** means Company’s end user documentation relating to the Platform, including any user guides.

1.6 **“Harmful Code”** means any software, hardware, or other technology, device, or means, including any virus, worm, malware, or other malicious computer code, the purpose or effect of which is to permit unauthorized access to, or to destroy, disrupt, disable, distort, or otherwise harm or impede in any manner any (i) computer, software, firmware, hardware, system, or network; or (ii) any application or function of any of the foregoing or the security, integrity, confidentiality, or use of any data processed thereby.

1.7 **“Order”** means: (i) a purchase order, order form, or other ordering document entered into by the Parties that incorporates this Agreement by reference; or (ii) if Customer registered for the Platform through BS&A’s online ordering process, the results of such online ordering process.

1.8 **“Personal Information”** means any information that, individually or in combination, does or can identify a specific individual or by or from which a specific individual may be identified, contacted, or located, including without limitation all data considered “personal data”, “personally identifiable information”, or something similar under applicable laws, rules, or regulations relating to data privacy.

1.9 **“Platform”** has the meaning set forth on the Order.

1.10 **“Professional Services”** means training, migration, implementation, integration, or other professional services that are provided to Customer in connection with its use of the Platform hereunder.

1.11 **“Subscription Period”** means the time period identified on the Order during which Customer’s Authorized Users may access and use the Platform.

1.12 **“Third-Party Products”** means any third-party products provided with, integrated with, or incorporated into the Platform.

1.13 **“Usage Data”** means usage data collected and processed by BS&A in connection with Customer’s use of the Platform, including without limitation test configuration metadata, activity logs, and data used to optimize and maintain performance of the Platform, and to investigate and prevent system abuse. For purposes of clarity, Customer Data is not Usage Data and Usage Data does not contain Personal Information or any other Customer Data.

1.14 **“Usage Limitations”** means the usage limitations set forth in this Agreement and the Order, including without limitation any limitations on the number of Authorized Users (if any), and the applicable product, pricing, and support tiers agreed-upon by the Parties.

## 2. Access and Use.

2.1 Provision of Access. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including without limitation the Usage Limitations, Customer may, solely through its Authorized Users, access and use the Platform during the Subscription Period on a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable basis. Such use is limited to Customer's internal business purposes and the features and functionalities specified in the Order. Each Authorized User must have its own unique account on the Platform and Authorized Users may not share their account credentials with one another or any third party. Customer will be responsible for all of the acts and omissions of its Authorized Users in connection with this Agreement and for all use of Authorized Users' accounts.

2.2 Documentation License. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, Company hereby grants to Customer a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable license to use the Documentation during the Subscription Period solely for Customer's internal business purposes in connection with its use of the Platform.

2.3 Use Restrictions. Customer shall not use the Platform for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Users to: (i) copy, modify, or create derivative works of any BS&A IP, whether in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Platform or Documentation to any third party; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Platform, in whole or in part; (iv) remove any proprietary notices from any BS&A IP; (v) use any BS&A IP in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law; (vi) access or use any BS&A IP for purposes of competitive analysis of BS&A or the Platform, the development, provision, or use of a competing software service or product, or any other purpose that is to BS&A's detriment or commercial disadvantage; (vii) bypass or breach any security device or protection used by the Platform or access or use the Platform other than by an Authorized User through the use of valid access credentials; (viii) input, upload, transmit, or otherwise provide to or through the Platform any information or materials, including Customer Data, that are unlawful or injurious or that infringe or otherwise violate any third party's intellectual property or other rights, or that contain, transmit, or activate any Harmful Code; or (ix) use any BS&A IP for any activity where use or failure of the BS&A IP could lead to death, personal injury, or environmental damage, including life support systems, emergency services, nuclear facilities, autonomous vehicles, or air traffic control.

2.4 Reservation of Rights. BS&A reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the BS&A IP.

2.5 Suspension. Notwithstanding anything to the contrary in this Agreement, BS&A may temporarily suspend Customer's and any Authorized User's access to any portion or all of the Platform if: (i) BS&A reasonably determines that (a) there is a threat or attack on any of the BS&A IP; (b) Customer's or any Authorized User's use of the BS&A IP disrupts or poses a security risk to the BS&A IP or to any other customer or vendor of BS&A; (c) Customer, or any Authorized User, is using the BS&A IP for fraudulent or illegal activities; (d) subject to applicable law, Customer has ceased to continue its business in the ordinary course, made an assignment for the benefit of creditors or similar disposition of its assets, or become the subject of any bankruptcy, reorganization, liquidation, dissolution, or similar proceeding; (e) BS&A's provision of the Platform to Customer or any Authorized User is prohibited by applicable law; or (f) any Customer Data submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform may infringe or otherwise violate any third party's intellectual property or other rights; (ii) any vendor of BS&A has suspended or terminated BS&A's access to or use of any Third-Party Products required to enable Customer to access the Platform; or (iii) in accordance with Section 7.1 (any such suspension described in subclauses (i), (ii), or (iii), a "**Service Suspension**"). BS&A shall use commercially reasonable efforts to provide written notice of any Service Suspension to Customer and to provide updates regarding resumption of access to the Platform following any Service Suspension. BS&A shall use commercially reasonable efforts to resume providing access to the Platform as soon as reasonably possible after the event giving rise to the Service Suspension is cured. BS&A will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension.

2.6 Business Contact Data and Usage Data. Notwithstanding anything to the contrary in this Agreement,

BS&A may process Business Contact Data: (i) to manage BS&A's relationship with Customer; (ii) to carry out BS&A's core business operations, such as, by way of example and without limitation, accounting, audits, tax preparation and for filing and compliance purposes; (iii) to monitor, investigate, prevent and detect fraud, security incidents and other misuse of the Platform, and to prevent harm to BS&A, Customer, and BS&A's other customers; (iv) for identity verification purposes; and (v) to comply with applicable laws, rules, and regulations relating to the processing and retention of Personal Information to which BS&A may be subject. BS&A may process Usage Data for any lawful purpose, including to monitor, maintain, and optimize the Platform.'

### 3. Customer Responsibilities.

3.1 General. Customer is responsible and liable for all uses of the Platform and Documentation resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Platform and shall cause Authorized Users to comply with such provisions.

3.2 Third-Party Products. BS&A may from time to time make Third-Party Products available to Customer or BS&A may allow for certain Third-Party Products to be integrated with the Platform to allow for the transmission of Customer Data from such Third-Party Products into the Platform. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions. BS&A is not responsible for the operation of any Third-Party Products and makes no representations or warranties of any kind with respect to Third-Party Products or their respective providers. If Customer does not agree to abide by the applicable terms for any such Third-Party Products, then Customer should not install or use such Third-Party Products. By authorizing BS&A to transmit Customer Data from Third-Party Products into the Platform, Customer represents and warrants to BS&A that it has all right, power, and authority to provide such authorization.

3.3 Customer Control and Responsibility. Customer has and will retain sole responsibility for: (i) all Customer Data, including its content and use; (ii) all information, instructions, and materials provided by or on behalf of Customer or any Authorized User in connection with the Platform; (iii) Customer's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party platforms or service providers ("**Customer Systems**"); (iv) the security and use of Customer's and its Authorized Users' access credentials; and (v) all access to and use of the Platform directly or indirectly by or through the Customer Systems or its or its Authorized Users' access credentials, with or without Customer's knowledge or consent, including all results obtained from, and all conclusions, decisions, and actions based on, such access or use. For purposes of clarity, Customer Systems do not include BS&A's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks operated directly by BS&A and its third-party service providers.

4. Support. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including payment of applicable Fees, BS&A will use commercially reasonable efforts to provide Customer with basic customer support via BS&A's standard support channels during BS&A's normal business hours.

5. Professional Services. BS&A will perform Professional Services as described in an Order. Customer will provide BS&A all reasonable cooperation required for BS&A to perform the Professional Services, including without limitation timely access to any reasonably required Customer materials, information, or personnel. Subject to any limitations identified in an Order, Customer will reimburse BS&A's reasonable travel and lodging expenses incurred in providing Professional Services. To the extent the Professional Services result in any work product of any kind or character ("**Work Product**"), all such Work Product will remain owned solely and exclusively by BS&A and, to the extent any such Work Product consists of enhancements, improvements, or other modifications to the Platform, such Work Product may be used by Customer solely in connection with Customer's authorized use of the Platform under this Agreement.

6. Insurance. During the Subscription Period, BS&A shall procure and maintain appropriate insurance policies with coverage limits that are commensurate with industry standards and sufficient to protect against potential risks associated with this Agreement. The insurance policies shall be obtained from reputable and financially sound insurance providers, and BS&A agrees to provide proof of such insurance upon request by Customer.

### 7. Fees and Taxes.

7.1 Fees. The Platform may be provided for a fee or other charge. Customer shall pay BS&A the fees (“Fees”) identified in the Order without offset or deduction at the cadence identified in the Order (e.g., monthly or annually). BS&A may increase the Fees annually, provided that BS&A will provide Customer at least thirty (30) days’ notice of such increase prior to the end of the then-current Term. The amount of the Fee increase will be in BS&A’s sole discretion, provided that Customer agrees that the increase may be at least the greater of: (i) five percent (5%); or (ii) the annual increase in the relevant Consumer Price Index for all Urban Consumers published by the Bureau of Labor Statistics for the then-current calendar year, in each case as compared to the Fees applicable during then-current Term, as applicable. Fees paid by Customer are non-refundable. Customer shall make all payments hereunder in US dollars by ACH or via another reasonable method chosen by BS&A, to such account as BS&A may specify in writing from time to time, or by another mutually agreed-upon payment method. If Customer pays via invoice, Customer will pay the invoiced amount within thirty (30) calendar days of the invoice date. If Customer fails to make any payment when due, and Customer has not notified BS&A in writing within ten (10) days of the payment becoming due and payable that the payment is subject to a good faith dispute, without limiting BS&A’s other rights and remedies, and to the fullest extent permissible under applicable law: (i) BS&A may charge interest on the undisputed past due amount at the rate of 1.5% per month, calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable law; (ii) Customer shall reimburse BS&A for all reasonable costs incurred by BS&A in collecting any late payments or interest, including attorneys’ fees, court costs, and collection agency fees; and (iii) if such failure continues for ten (10) days or more, BS&A may suspend Customer’s and its Authorized Users’ access to all or any part of the Platform until such amounts are paid in full.

7.2 Taxes. All Fees and other amounts payable by Customer under this Agreement are exclusive of taxes and similar assessments. Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on BS&A’s income.

## 8. Confidential Information.

8.1 Definition. From time to time during the Subscription Period, either Party may disclose or make available to the other Party information about its business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether orally or in written, electronic, or other form or media that: (i) is marked, designated or otherwise identified as “confidential” or something similar at the time of disclosure or within a reasonable period of time thereafter; or (ii) would be considered confidential by a reasonable person given the nature of the information or the circumstances of its disclosure (collectively, “**Confidential Information**”). Except for Personal Information, Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party without use of, reference to, or reliance upon the disclosing Party’s Confidential Information.

8.2 Duty. The receiving Party shall not disclose the disclosing Party’s Confidential Information to any person or entity, except to the receiving Party’s employees, contractors, and agents who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder (“**Representatives**”). The receiving Party will be responsible for all the acts and omissions of its Representatives as they relate to Confidential Information hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (ii) to establish a Party’s rights under this Agreement, including to make required court filings. Further, notwithstanding the foregoing, each Party may disclose the terms and existence of this Agreement to its actual or potential investors, debtholders, acquirers, or merger partners under customary confidentiality terms.

8.3 Return of Materials; Effects of Termination/Expiration. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party’s Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party’s obligations of non-use and non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire three (3) years from the date of termination or expiration of this Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

9. Data Security and Processing of Personal Information.

9.1 Customer Data. Customer hereby grants to BS&A a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for BS&A to provide the Platform and otherwise perform its obligations hereunder. Customer may export the Customer Data at any time through the features and functionalities made available via the Platform. For the avoidance of doubt, aggregated, de-identified, and anonymized portions, sets, or other combinations of Customer Data that do not contain personally identifying elements of Customer's identity or of any Authorized Users are Usage Data and not Customer Data.

9.2 Security Measures. BS&A will implement and maintain commercially reasonable administrative, physical, and technical safeguards designed to protect Customer Data (including Personal Information provided as part of Business Contact Data) from unauthorized access, use, alteration, or disclosure.

9.3 Processing of Personal Information. BS&A's rights and obligations with respect to Personal Information that it collects directly from individuals (if any) are set forth in BS&A's Privacy Policy (as amended from time to time in accordance with its terms). Personal Information processed by BS&A on behalf of Customer is considered Customer Data and is governed by the terms of this Agreement.

10. Intellectual Property Ownership; Feedback.

10.1 BS&A IP. Customer acknowledges that, as between Customer and BS&A, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the BS&A IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.

10.2 Usage Data. Customer acknowledges that, as between BS&A and Customer, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the Usage Data.

10.3 Customer Data. BS&A acknowledges that, as between BS&A and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data.

10.4 Feedback. If Customer or any of its employees or contractors sends or transmits any communications or materials to BS&A by mail, email, telephone, or otherwise, suggesting or recommending changes to the BS&A IP, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("**Feedback**"), BS&A is free to use such Feedback irrespective of any other obligation or limitation between the Parties governing such Feedback.

11. Mutual Warranties; Disclaimer of Other Warranties.

11.1 Mutual Warranties. Each party hereby represents and warrants to the other that: (i) it has the full right, power, and authority to enter into, execute, and perform its obligations under this Agreement without any conflict with or violation of any other obligations to which it may be subject; and (ii) this Agreement is binding on such party in accordance with its terms.

11.2 Disclaimer of Other Warranties. THE BS&A IP IS PROVIDED "AS IS" AND BS&A HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. BS&A SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. BS&A MAKES NO WARRANTY OF ANY KIND THAT THE BS&A IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER PLATFORM, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

12. Indemnification.

12.1 BS&A Indemnification.

(a) BS&A shall indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) ("**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("**Third-Party Claim**") brought against Customer alleging that the Platform, or any use of the Platform in accordance with this Agreement, infringes or misappropriates such third party's US intellectual

property rights; provided that Customer promptly notifies BS&A in writing of the claim, cooperates with BS&A, and allows BS&A sole authority to control the defense and settlement of such claim.

(b) If such a claim is made or appears possible, Customer agrees to permit BS&A, at BS&A's sole discretion: to (i) modify or replace the Platform, or component or part thereof, to make it non-infringing; or (ii) obtain the right for Customer to continue use. If BS&A determines that neither alternative is reasonably commercially available, BS&A may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, and as Customer's sole and exclusive remedy therefor, BS&A will provide to Customer a prorated refund of prepaid, unused Fees attributable to the Platform (and not including any one-time Fees for Professional Services).

(c) This Section 12.1 will not apply to the extent that the alleged infringement arises from: (i) use of the Platform in combination with data, software, hardware, equipment, or technology not provided by BS&A or authorized by BS&A in writing; (ii) modifications to the Platform not made by BS&A; (iii) Customer Data; or (iv) Third-Party Products.

12.2 Customer Indemnification. To the extent permitted under applicable laws, Customer shall indemnify, hold harmless, and, at BS&A's option, defend BS&A from and against any Losses resulting from any Third-Party Claim alleging that the Customer Data, or any use of the Customer Data in accordance with this Agreement, infringes or misappropriates such third party's intellectual property or other rights and any Third-Party Claims based on Customer's or any Authorized User's (i) negligence or willful misconduct; (ii) use of the Platform in a manner not authorized by this Agreement; or (iii) use of the Platform in combination with data, software, hardware, equipment or technology not provided by BS&A or authorized by BS&A in writing; in each case provided that Customer may not settle any Third-Party Claim against BS&A unless BS&A consents to such settlement, and further provided that BS&A will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

12.3 Sole Remedy. THIS SECTION 12.3 SETS FORTH CUSTOMER'S SOLE REMEDIES AND BS&A'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE PLATFORM INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

13. Limitations of Liability. IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (i) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (ii) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (iii) LOSS OF GOODWILL OR REPUTATION; (iv) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (v) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER BS&A WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL EITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM. THE FOREGOING LIMITATIONS OF LIABILITY WILL NOT APPLY WITH RESPECT TO LIABILITIES ARISING FROM: (A) A PARTY'S BREACH OF ITS CONFIDENTIALITY OBLIGATIONS UNDER SECTION 8; (B) A PARTY'S GROSS NEGLIGENCE, FRAUD, OR WILLFUL MISCONDUCT; OR (C) A PARTY'S INDEMNIFICATION OBLIGATIONS UNDER SECTION 12 (PROVIDED THAT BS&A'S TOTAL AGGREGATE LIABILITY IN CONNECTION WITH SUCH INDEMNIFICATION OBLIGATIONS WILL NOT EXCEED THREE TIMES (3X) THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM).

14. Subscription Period and Termination.

14.1 Subscription Period. The initial term of this Agreement begins on the Effective Date and, unless terminated earlier pursuant to this Agreement's express provisions, will continue in effect for the period identified in the Order (the "**Initial Subscription Period**"). This Agreement will automatically renew for additional successive terms equal to the length of the Initial Subscription Period unless earlier terminated pursuant to this Agreement's express provisions or either Party gives the other Party written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term (each a "**Renewal Subscription Period**" and together with the Initial Subscription Period, the "**Subscription Period**").

14.2 Termination. In addition to any other express termination right set forth in this Agreement:

(a) BS&A may terminate this Agreement, effective on written notice to Customer, if Customer: (i) fails to pay any amount when due hereunder, and such failure continues more than ten (10) calendar days after BS&A's delivery of written notice thereof; or (ii) breaches any of its obligations under Section 2.3 or Section 8;

(b) either Party may terminate this Agreement, effective on written notice to the other Party, if the other Party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) calendar days after the non-breaching Party provides the breaching Party with written notice of such breach; or

(c) either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

14.3 Effect of Expiration or Termination. Upon expiration or earlier termination of this Agreement, Customer shall immediately discontinue use of the BS&A IP and, without limiting Customer's obligations under Section 8, Customer shall delete, destroy, or return all copies of the BS&A IP and certify in writing to the BS&A that the BS&A IP has been deleted or destroyed. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination or entitle Customer to any refund.

14.4 Survival. This Section 14.4 and Sections 1, 5, 8, 10, 11, 12, 13, 14.3, and 15 survive any termination or expiration of this Agreement. No other provisions of this Agreement survive the expiration or earlier termination of this Agreement.

15. Miscellaneous.

15.1 Relationship of the Parties. BS&A performs its obligations hereunder as an independent contractor and not a partner, joint venture, or agent of Customer and shall not bind nor attempt to bind Customer to any contract without Customer's prior written approval on a case-by-case basis. BS&A is responsible for hiring, firing, and supervising its personnel is solely responsible hereunder for its personnel, including without limitation for: (a) payment of compensation to such personnel; (b) withholding (if applicable), paying, and reporting, for all personnel assigned to perform services (including Professional Services) in connection with this Agreement, applicable tax withholding, social security taxes, employment head taxes, unemployment insurance, and other taxes or charges applicable to such personnel; and (c) health or disability benefits, retirement benefits, or welfare, pension, or other benefits (if any) to which such personnel may be entitled. For purposes of clarity, BS&A's personnel will not be eligible to participate in any of Customer's employee benefit plans, fringe benefit programs, group insurance arrangements, or similar programs.

15.2 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, and representations and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements made in the body of this Agreement, the related Exhibits, and any other documents incorporated herein by reference, the following order of precedence governs: (i) first, this Agreement; and (ii) second, any other documents incorporated herein by reference.

15.3 Notices. All notices, requests, consents, claims, demands, waivers, and other communications hereunder (each, a "**Notice**") must be in writing and addressed to the Parties at the addresses set forth on the first page of this Agreement (or to such other address that may be designated by the Party giving Notice from time to time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), facsimile or email (with confirmation of transmission) or certified or registered mail (in each case, return receipt requested, postage pre-paid). Except as otherwise provided in this Agreement, a Notice is effective only: (i) upon receipt by the receiving Party; and (ii) if the Party giving the Notice has complied with the requirements of this Section.

15.4 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached

this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

15.5 Amendment and Modification. No amendment or modification to this Agreement is effective unless it is in writing and signed by an authorized representative of each Party.

15.6 Waiver. No failure or delay by either Party in exercising any right or remedy available to it in connection with this Agreement will constitute a waiver of such right or remedy. No waiver under this Agreement will be effective unless made in writing and signed by an authorized representative of the Party granting the waiver.

15.7 Severability. If any provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement so as to effect their original intent as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

15.8 Governing Law; Submission to Jurisdiction. To the extent permissible under applicable laws, this Agreement is governed by and construed in accordance with the internal laws of the State of Delaware without giving effect to any choice or conflict of law provision or rule that would require or permit the application of the laws of any jurisdiction other than those of the State of Delaware. To the extent permissible under applicable laws, any legal suit, action, or proceeding arising out of or related to this Agreement must be instituted in the federal courts of the United States or the courts of the State of Delaware in each case located in New Castle County, Delaware and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding. If Customer is located in a jurisdiction that requires that this Agreement be governed by and construed in accordance with laws other than those of the State of Delaware, or that require any legal suits, actions, or proceedings arising out of or related to this Agreement be instituted in state and federal courts located anywhere other than New Castle County, Delaware, then the Parties agree that such other laws shall apply and to institute any such legal suits, actions, or proceedings in such other jurisdiction(s).

15.9 Assignment. Neither Party may assign any of its rights or delegate any of its obligations hereunder (except in the case of either Party utilizing authorized subcontractors and consultants), in each case whether voluntarily, involuntarily, by operation of law or otherwise, without the prior written consent of the other Party. Any purported assignment or delegation in violation of this Section will be null and void. No assignment or delegation will relieve the assigning or delegating Party of any of its obligations hereunder. This Agreement is binding upon and inures to the benefit of the Parties and their respective permitted successors and assigns. Notwithstanding the foregoing, either Party may freely assign this Agreement to an affiliate or successor in interest in the event of a merger, acquisition, sale of all or substantially all of its assets, corporate reorganization, or other change in control, without the prior consent of the other Party.

15.10 Export Regulation. The Platforms utilize software and technology that may be subject to US export control laws, including the US Export Administration Act and its associated regulations. Customer shall not, directly or indirectly, export, re-export, or release the Platform or the underlying software or technology to, or make the Platform or the underlying software or technology accessible from, any jurisdiction or country to which export, re-export, or release is prohibited by law, rule, or regulation. Customer shall comply with all applicable federal laws, regulations, and rules, and complete all required undertakings (including obtaining any necessary export license or other governmental approval), prior to exporting, re-exporting, releasing, or otherwise making the Platform or the underlying software or technology available outside the US.

15.11 US Government Rights. Each of the Documentation and software components that constitute the Platform is a "commercial item" as that term is defined at 48 C.F.R. § 2.101, consisting of "commercial computer software" and "commercial computer software documentation" as such terms are used in 48 C.F.R. § 12.212. Accordingly, if Customer is an agency of the US Government or any contractor therefor, Customer only receives those rights with respect to the Documentation and the Platform as are granted to all other end users, in accordance with (a) 48 C.F.R. § 227.7201 through 48 C.F.R. § 227.7204, with respect to the Department of Defense and their contractors, or (b) 48 C.F.R. § 12.212, with respect to all other US Government users and their contractors.

15.12 Equitable Relief. Each Party acknowledges and agrees that a breach or threatened breach by such Party of any of its obligations under Section 8 or, in the case of Customer, Section 2.3, would cause the other Party irreparable harm for which monetary damages would not be an adequate remedy and agrees that, in the event of such breach or threatened breach, the other Party will be entitled to equitable relief, including a restraining order, an injunction, specific performance and any other relief that may be available from any court, without any requirement to post a bond or other security, or to prove actual damages or that monetary damages are not an adequate remedy. Such remedies are not exclusive and are in addition to all other remedies that may be available at law, in equity or otherwise.

**EXHIBIT B**  
**PRICING SHEET**  
 (Based on Quote 2152 | November 18, 2025)

**Cost Summary**

*Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.*

<b>Upgrade - Cloud Modules</b>	
<b>Financial Management</b>	
GL-General Ledger	\$1,875.00
AP-Account Payable	\$1,550.00
PO-Purchase Order	\$1,525.00
CR-Cash Receipting	\$1,685.00
AR-Account Receivables	\$1,475.00
Total	\$8,110.00
<b>Personnel Management</b>	
PR-Payroll	\$2,560.00
HR-Human Resources	\$1,800.00
TS-Timesheets	\$1,160.00
Total	\$5,520.00
<b>Community Development</b>	
BD-Building Department	\$3,015.00
Total	\$3,015.00
<b>BS&amp;A Online</b>	
CD-Building	\$1,340.00
Total	\$1,340.00
<b>Utility Billing</b>	
UB-Utility Billing	\$1,995.00
Total	\$1,995.00
<b>Subtotal</b>	<b>\$19,980.00</b>

**BS&A Online** - Fees for BS&A Online subscription services will be charged at the next renewal period.

Public Records Search + Online Bill Pay  
With use of integrated Credit Card Processor

### Upgrade Implementation

**Services include:**

- Management of your upgrade by our dedicated upgrade team for a smooth shift from .NET to cloud-based software, minimizing disruption
- Project schedule aligned with your processes and needs, ensuring a seamless transition timeline
- Expedited upgrade to cloud capturing existing process to minimize demands required of client teams
- Onboarding planned around critical process dates, ensuring your team is well-prepared for effective cloud software utilization
- Central contact for streamlined communication between project leaders, developers, IT staff, and conversion resources
- Testing and implementation of existing municipal customizations prior to go-live, preserving functionality and ensuring critical components are converted
- Preliminary data conversion with attachments, mirroring final conversion for a smooth transition
- Thorough data verification for all modules, ensuring accuracy and reliability of converted data, including automated balancing
- Key module validation managed by dedicated upgrade team (vs. customer in previous methodology), including testing of parallel processes
- Migration of key custom user-based designed reports handled out-the-box, enabling seamless access to critical insights.
- As needed, transition from .NET Online Payments to cloud architecture configuration for uninterrupted payment processing.
- Automated scaffolding of users and security roles based on your previous configurations
- Conversion of approval workflows based on role-based security, maintaining established processes
- As needed, configuration of existing hardware (barcode scanners, etc.) for seamless integration with cloud environment
- Documentation of our standard processes, facilitating easy access to essential information
- 3 post go-live survey touch points to check-in on post-go live experience
- Remote go-live assistance and remote office hours for a successful transition to the cloud-based software
- Travel not expected, but any necessary travel would be billed at a per trip and/or per day cost

**\$30,600.00**

### Cost Totals

Upgrade Modules – Annual Fee	Subtotal	\$19,980.00
Upgrade Implementation	Subtotal	\$30,600.00
<b>Total Proposed</b>		<b>\$50,580.00</b>

### Payment Schedule

- 1<sup>st</sup> Payment: **\$15,300** to be invoiced upon execution of this agreement.
- 2<sup>nd</sup> Payment: **\$18,640** to be invoiced upon the subscription start date for upgrade modules.
- 3<sup>rd</sup> Payment: **\$15,300** to be invoiced upon completion of upgrade implementation.
- 4<sup>th</sup> Payment: **\$1,340** to be invoiced upon next renewal of subscription-based BS&A Online features



## Request for Board Action

**Agenda Item:** V.B.9.b

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Molly Burns, Management Analyst  
Don Silva, Acting Chief of Police

**Subject:** Adoption of an Ordinance Amending Chapter 90 of the Village Code Concerning the Implementation of Fees

**Summary:** The Village Code requires a yearly alarm permit for each residence in Kenilworth. The permit serves its purpose by providing contact information for the residence and their chosen emergency contacts. A late fee for this annual permit is recommended for implementation to incentivize timely renewal and accurate contact reporting.

**Background of Matter:** Residents are required by ordinance to submit the Village's alarm permit on an annual basis. This permit provides the Kenilworth Police Department and other relevant first responders with information about the property, such as what type of security system may be in place, who lives there, and who should be contacted in the event of an emergency at that location.

Year over year, the percentage of residents that update their alarm permit on an annual basis and on time (before January 1<sup>st</sup> of each year) is decreasing. This poses an avoidable threat to residents and the greater community should an emergency occur, as first responders do not have accurate information to contact property owners or their representatives. Staff recommend implementing a \$15.00 late fee to those renewing alarm permits after January 1<sup>st</sup> of each year. The nominal fee of \$50.00 for a new alarm system/new resident and the annual \$25.00 renewal fee is consistent with our neighbors in Winnetka and Wilmette.

The safety of our residents is of utmost importance. Having the most current, accurate, and necessary information for a timely emergency response and notification is critical. The annual alarm notice provides quick access for the officer and staff to alert homeowners/business owners of the outcome of the alarm activation. By having a late fee assessment added to the residents that failed to comply with the original notice, it can be seen as a motivator so emergency services can provide aid when needed.

**Financial Impact:** No anticipated financial impact.

**Recommendation:** Staff recommend the Board approve changes to the code outlined in the attached Ordinance.

**Attachment:**

- Ordinance

**ORDINANCE NO.**

**AN ORDINANCE AMENDING TITLE IX: GENERAL REGULATION, CHAPTER 90: ALARMS  
OF THE VILLAGE CODE CONCERNING THE IMPLEMENTATION OF FEES**

Passed by the Board of Trustees this 9<sup>th</sup> day of December, 2025

Printed and published in pamphlet form by  
authority of the President and Board of Trustees this 9<sup>th</sup> day of December, 2025

VILLAGE OF KENILWORTH, ILLINOIS

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Village Clerk

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING TITLE IX: GENERAL REGULATION, CHAPTER 90: ALARMS OF THE VILLAGE CODE CONCERNING THE IMPLEMENTATION OF FEES**

**WHEREAS**, the Village of Kenilworth (“**Village**”) is an Illinois municipal corporation organized and operating under the Illinois Municipal Code (“**Code**”); and

**WHEREAS**, the Code (65 ILCS 5/11-13-14) authorizes the Village to modify the regulations found in Chapter 90 (“**Alarms**”) of the Kenilworth Code of Ordinances; and

**WHEREAS**, the Village wishes to amend the Village Code to modify its fee structure related to returned checks and annual alarm permit renewals, all as set forth in this Ordinance; and

**WHEREAS**, the Village President and Board of Trustees have determined that it is in the best interests of the Village and its residents to amend the Village Code as set forth in this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

**SECTION 1. Recitals.** The recitals listed above are incorporated in this Ordinance as the findings of the Village Board.

**SECTION 2. Chapter Amended.** Chapter 10 and Chapter 90 are amended as follows (additions underlined and deletions ~~struck through~~):

**TITLE IX: GENERAL REGULATION,  
CHAPTER 90: ALARMS**

\* \* \*

**§ 90.03 FEES.**

- (A) A fee as established in the annual fee ordinance shall be paid to the village for a permit issued upon application received by the village for the initial installation and registration of each alarm as installed within the village. Any renewal application that is filed after January 1<sup>st</sup> of the year for which the applicant seeks to renew their alarm, the Village shall charge such applicant a late renewal application fee as set forth in the Annual Fee Schedule.
- (B) A fee as established in the annual fee ordinance shall be paid to the village on or before January 1 of each year for the required annual permit to maintain or operate an alarm within the village at any time during the ensuing period from January 1 through the succeeding December 31. No annual fee shall be payable for the 12-month period during which the installation fee required by subsection (A) above is paid. If the fee payable by reason of this subsection is not paid within 60 days after the date upon which the fee is due, the village may, upon 30 days prior written notice mailed to the person in the case of a central station alarm, disconnect the alarm from the alarm monitoring board located in the Village Police Department. Any alarm for which the fee required by this subsection is not paid within 60 days after the date upon which the fee is due shall not be maintained or operated within the

village unless and until a permit shall thereafter be issued by the village for the alarm as would be required for a permit for the initial installation thereof.

\* \* \*

**SECTION 3. Superseder.** In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the Village, the terms of this Ordinance shall govern.

**SECTION 4. Severability.** If any part, subsection or clause of this Ordinance shall be deemed to be unconstitutional or otherwise invalid, the remaining sections, subsections, and clauses shall not be affected thereby.

**SECTION 5. Effective Date.** This Ordinance shall be in full force and effect from and after its passage and publication in pamphlet form, in accordance with law.

Passed this 8<sup>th</sup> day of December, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this 9<sup>th</sup> day of December, 2025.

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Cecily Kaz  
Village President

ATTEST:

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Michael Gagnon  
Village Clerk



## Request for Board Action

**Agenda Item:** V.B.9

**Considered By:**  
Village Board

**Date:**  
12/09/25

**Staff Contact:** Molly Burns, Management Analyst

**Subject:** Adoption of the Annual Fee Ordinance with an Effective Date of January 1, 2026

**Summary:** Annually, the Village Board of Trustees adopts the Annual Fee Ordinance and its related Fee Schedule. Before presenting the Fee Schedule, Staff review surrounding and comparable communities to ensure the Village’s fee structure is in line with theirs. This year, Staff recommend the implementation of a returned payment fee, a building permit technology fee, and the reinstatement of previously used liquor license application fees.

**Background of Matter:** In preparation for Fiscal Year 2026, staff comprehensively reviewed the Fee Schedule to determine if changes were warranted. The review encompassed a comparative analysis of its fees with neighboring communities and the consideration of new fees to cover certain Village expenditures. New fees determined to be of value to the Village for immediate implementation include a returned payment fee, building permit technology fee, and alarm permit renewal late fee. Looking ahead, other fees related to plan review services are planned for future discussion. These proposed changes were presented to the Board at the October 7<sup>th</sup> and November 5<sup>th</sup> Committee of the Whole meetings.

In addition to the proposed new fees, staff have made “housekeeping” changes to the Annual Fee Schedule, such as correcting corresponding code references. One of these changes is the reinstatement of new liquor license application fees. The Village’s Annual Fee Schedule previously listed these fees, but for an unknown reason they were removed in 2022. It is recommended that they be reinstated to maintain parity with neighboring communities, however, at a lower cost.

Based on the review and Board feedback, the changes noted below and in the attached Annual Fee Schedule are recommended for approval. If approved by the Village Board, the new fees would be effective January 1, 2026.

Village Code	Fee Description	Fee Amount
90.03(B)	Renewal Alarm Permit Fee	\$25.00, <u>\$15.00 late fee applied after January 1<sup>st</sup></u>
<u>1-154</u>	<u>Insufficient Funds/ Returned Payment Fee*</u>	<u>Direct Cost of Financial Institution</u>
<u>150.005</u>	<u>Building Permit Technology Fee</u>	<u>\$5.00</u>

116.030 (A)	New Liquor License Application Fee	<u>\$100.00</u>
116.030 (B)	Renewal Liquor License Application Fee	<u>\$50.00</u>
<u>*Inclusive of all Chapters of the Kenilworth Code of Ordinances</u>		

**Financial Impact:** There is potential for increased revenue from the proposed fees.

**Recommendation:** It is recommended that the Village Board adopt the proposed changes outlined in the attached Ordinance.

**Attachments:**

- Ordinance for the Adoption of the Annual Fee Schedule with an Effective Date of January 1, 2026
- Annual Fee Schedule

VILLAGE OF KENILWORTH

ORDINANCE NO.

AN ORDINANCE ESTABLISHING CERTAIN ANNUAL FEES  
TO BE CHARGED BY THE VILLAGE OF KENILWORTH  
FOR CALENDAR YEAR 2026

**WHEREAS**, pursuant to Section 10.18 of the Kenilworth Village Code, as amended ("**Village Code**"), the Village Board of Trustees is required to annually adopt an ordinance setting forth the applicable fees and charges due for the various licenses, permits, and services authorized by the Code and by other ordinances of the Village ("**Annual Fee Ordinance**"); and

**WHEREAS**, the Village President and Board of Trustees have determined that it is appropriate to adopt an Annual Fee Ordinance establishing appropriate fees and charges for calendar year 2026, as set forth in this Ordinance; and

**WHEREAS**, the President and Board of Trustees have determined that adoption of this Ordinance will serve and be in the best interest of the Village of Kenilworth;

**NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF KENILWORTH, COUNTY OF COOK, STATE OF ILLINOIS,** as follows:

**SECTION 1. Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance by this reference.

**SECTION 2. Adoption.** The fees, charges, and rates contained in the fee schedule for the period of January 1, 2026 through December 31, 2026, attached as **Exhibit A** to this Ordinance, are hereby adopted pursuant to and in accordance with Section 10.18 of the Village Code.

**SECTION 3. Applicability.** Each fee, charge, rate or regulatory measure set forth in this Ordinance applies to the provisions of the corresponding section of the Village Code, the "Kenilworth Zoning Ordinance, 1969", as amended, or other ordinances in which reference is made to the "Annual Fee Ordinance," a "ordinance of the Village Board of Trustees," a "ordinance adopted by the Village Board of Trustees," or that "a fee schedule has been established by ordinance." This Ordinance does not and will not apply to, or have any effect on, any fee, charge, rate, or regulatory measure or any other amount for which there is not express reference to the "Annual Fee Ordinance," to a "ordinance of the Village Board of Trustees," to a "ordinance adopted by the Village Board of Trustees," or that "a fee schedule has been established by ordinance."

**SECTION 4. Future Amendments.** It is intended that the fees, charges, rates and regulatory measures set forth in this Ordinance will be reviewed periodically by the President and Village Board of Trustees. Accordingly, some or all of the provisions of this Ordinance may be amended from time to time. Each provision of this Ordinance will remain in full force and effect unless otherwise expressly provided or expressly amended by subsequent ordinance or Ordinance, in which case the amended provision will be immediately effective.

**SECTION 5. Effective Date.** This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law; provided, however, that the effective date will not occur prior to January 1, 2026.

Passed this 9th day of December, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this 9th day of December, 2025.

Attest:

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Village President  
Cecily Kaz

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Village Clerk  
Michael Gagnon

**Exhibit A**  
**Fee Schedule**

Village Code	Fee Description	Fee Amount			
		Updated:		12/9/2025	
<b>Administrative and Licensing</b>					
31.09	Delivery of Records Upon Termination	\$150.00			
32.54	Ambulance User Fee	<b>Resident</b>			
		<b>Mileage Charge</b>			
		\$12.00 Per Mile			
		<b>Basic Life Support</b>		<b>Advanced Life Support</b>	
		\$525.00		\$675.00	
		<b>Non-Resident</b>			
		<b>Mileage Charge</b>			
		\$12.00 Per Mile			
<b>Basic Life Support</b>		<b>Advanced Life Support</b>			
\$650.00		\$850.00			
72.20	Non-Resident Parking Permit Transfer Fee	\$5.00			
	Replacement of Lost Non-Resident Parking Permit	\$2.00			
72.20(B)	Non-Resident Parking Permit Fee	<b>Quarter</b>		<b>Year</b>	
		\$150.00		\$600.00	
72.21(C)	Special Permit Parking Fee (Employee Parking)	\$25/Year			
72.21(C)	Reserved Space Permit Fee	\$25/Year			
72.21(D)	Church Permit Sticker Fee	\$2.00			
72.22	Daily Non-Resident Parking Permit	\$3.00			
	Daily Construction Parking Permit	\$3.00/each			
73.01(C)	Vehicle License Annual Fee	<b>Fee if Purchased before July 15th</b>	<b>Purchased Before August 1st</b>	<b>Purchased On or After August 1st</b>	
	Passenger Car	\$60.00	\$90.00	\$120.00	
	Motorcycle	\$40.00	\$70.00	\$90.00	
	Trucks Under 8,000 lbs	\$60.00	\$90.00	\$120.00	
	Trucks Over 8,000 lbs	\$70.00	\$100.00	\$135.00	
73.01(F)	Vehicle License Transfer Fee	\$5.00			
	Replacement of Lost Vehicle License	\$2.00			
90.02, 90.03(A)	New Alarm Permit Fee	\$50.00			
90.03(B)	Renewal Alarm Permit Fee	\$25.00, <u>\$15.00 late fee applied after January 1st</u>			
90.04(A)	False Alarm Fee	<b>See Below</b>			
	1st False Alarm	No Charge			
	2nd False Alarm	Police - \$20 Fire-\$50			
	3rd False Alarm	Police - \$50 Fire-\$65			
	4th False Alarm	Police - \$60 Fire - \$75			
	Each False Alarm Beyond the 4th	Police - \$70 Fire - \$100			
91.020(C)	Annual Dog License Fee	\$20.00			
91.020(D)	Dog License Transfer Fee	\$5.00			
91.020(E)	Dog License Replacement Fee	\$2.00			
91.083(A)(1)	Dog Impounding Fee First Offense Within 12 Months	Actual Cost of Service by Shelter or Veterinarian			
91.083(A)(1)	Subsequent Offenses Within 12 Calendar Months	Actual Cost of Service by Shelter or Veterinarian + \$100/each offense			
111.001	Annual Amusement License	\$500.00			
111.022	Billiard and Pool Room License	\$25/Table/Year			
111.062	Circus and Carnival License Fee	\$250/Day			
111.063	Circus and Carnival Bond Fee	\$10,000.00			

		<u>Non-Profit Organizations</u>	<u>Private Individual</u>	<u>Professional Corporation/</u>
	Use of Public Property/Special Event Fee			
<b>111.086</b>		<u>\$50.00</u>	<u>\$75.00</u>	<u>\$150.00</u>
<b>111.087</b>	Damage Deposit for Special Event	\$500.00		
<b>111.117(B)</b>	Theatrical and Other Public Amusement License Fee	\$500.00		
<b>112.22</b>	Peddler, Hawker, and Itinerant Merchant Fee	\$100/Vehicle or Person		
<b>112.51</b>	Auctioneer Fee	\$25/Day		
<b>113.03</b>	Tobacco and Cigarette Sales License	\$50/Year		
<b>114.24</b>	Restaurant License Fee	\$250.00		
<b>117.02</b>	Itinerant Junk Dealer License Fee	\$25/Month		
<b>117.17</b>	Pawnbroker License Fee	\$500.00		
<b>117.36</b>	Secondhand Store License Fee	\$300.00		
<b>95.01(D)</b>	Beach Fee	<b>Residents (Begins May 15th)</b>	<b>Sears School District Non- Residents</b>	<b>Non-Residents</b>
	Household Season Fee (Up to four)	\$100.00	\$150.00	\$500.00
	Each Additional Household Member	\$10.00	\$20.00	\$100.00
	Individual Season fee	\$40.00	\$40.00	\$200.00
	Guest Beach Pass Booklet -10 Tickets	\$50.00	\$75.00	\$100.00
	Replacement of Lost or Stolen Season Beach Pass	\$5.00	\$5.00	\$5.00
<b>1-154</b>	<u>Insufficient Funds/Returned Payment Fee*</u>	<u>Direct Cost of Financial Instituion</u>		

Building and Zoning			
<del>55.08, 153.034, 150.005</del>	Fence Permit Fee	\$60	
150.005	Building Permit Fee	3% Cost of Construction, minimum \$30. \$85 for lead water or sewer service line replacement	
<del>150.005</del>	<del>Technology Fee</del>	<del>\$5</del>	
150.443	Drainage & Grading Permit Fee	3% Cost of Construction, minimum \$30	
154.011	Steep Slope Permit Fee	3% Cost of Construction, minimum \$30	
<del>150.005</del> <del>150.176, 150.186</del>	Building Permit Extension	30% of Original Building Permit Fee	
150.443	Drainage & Grading Permit Extension	30% of Original Building Permit Fee	
150.005, <del>150.23</del>	Demolition Permit Fee	\$10,000.00	
150.141	Portable Toilet Waiver Fee	\$200.00	
<del>150.176</del> <del>150.186</del>	Re-Inspection Fee	\$75.00	
150.176, 150.186	Temporary Occupancy Permit Fee	\$500.00	
150.176, 150.186	Temporary Occupancy Deposit	110% of the estimated cost of completing and/or remedying all remaining work	
150.176, 150.186	Stop Work Order Fee	\$500.00	
150.176, 150.186	Stop Work Order Re-Inspection Fee	\$75 After First Reinspection	
150.176, 150.186	Work Without Permit	\$200 Stop Work Order Fee + Double the Permit Fee for Work Performed without a Permit	
153.035	Antenna and Support Structure Application Fee	\$250.00	
153.055	Administrative Sign Permit Fee	\$150.00	
<del>150.205</del> <del>150.206</del>	Mechanical Code Inspection Fee	Included in Permit Fee	
<del>150.290</del> <del>150.291</del>	International Fuel Gas Code Fee	Included in Permit Fee	
<del>150.305</del> <del>150.306</del>	International Energy Conservation Code Re-Inspection and Testing Fee	Included in Permit Fee	
<del>150.305</del> <del>150.306</del>	Schedule of Permit Fees International Energy Conservation Code	Included in Permit Fee	
150.159	Tree Removal Permit	See Below	
	Tree Removal Only	\$100.00	
	Demolition Without Building Permit	\$425.00	
	Improvement: Driveway	\$300.00	
	Improvement: Pool, Tennis/Basketball Court	\$350.00	
	Improvement: Fence, Shed, Accessory Structure	\$200.00	
	Improvement: Deck and Patio	\$200.00	
	Improvement: Irrigation System	\$200.00	
150.165	Tree Removal Payment in Lieu - If Tree Not Removed for Good Forestry Practices	<b>Protected Tree</b>	<b>Heritage Tree</b>
		\$200/DBH Inch	\$400/DBH Inch
150.165	Tree Removal Payment in Lieu - If Tree Removed for Good Forestry Practices	\$326.25	
150.167	Tree Removal Security Deposit	<b>Protected Tree</b>	<b>Heritage Tree</b>
		\$200/DBH Inch	\$400/DBH Inch
150.176, 150.186	Permit Closeout Escrow	25% of Construction cost up to \$2,500. Waived for lead water or sewer service line replacement.	
150.443	Drainage & Grading Major Project Deposit	\$5,000.00	
<del>150.005</del> <del>150.175, 153.290</del>	Temporary Tent Permit	<b>Residential</b>	<b>Non-Residential</b>
		\$75.00	\$250.00

Plan Review Fees			
150.005	Building Plan Review	Decks, Patios, Hardscapes & Irrigation Systems	\$50.00
		Minor Remodeling & Garages under \$15,000	\$100
		Minor Remodeling & Garages over \$15,000	\$250
		New Buildings, Additions & Major Remodeling under \$250,000	\$700.00
		New Buildings, Additions & Major Remodeling \$250,000 to \$999,999	0.28% of cost of Construction
		New Buildings, Additions & Major Remodeling \$1,000,000 - \$2,000,000	\$2,800 + 0.10% of cost of construction over \$1,000,000 up to \$1,999,999
		New Buildings, Additions & Major Remodeling over \$2,000,000	\$3,800 + 0.09% of cost of construction over \$2,000,000
150.005	Zoning Plan Review	\$200 for New Construction, Additions, Garage, Swimming Pool, and Site Work/Impervious Surfaces (Major Projects > 400 sq.ft.) \$100 for Site Work/Impervious Surfaces (Minor Projects < 400 sq. ft.), and other projects	
150.005	Engineering/Civil Plan Review	\$300 for New Construction, Additions, Garage, Swimming Pool, and Site Work/Impervious Surfaces (Major Projects > 400 sq.ft.) \$150 for Site Work/Impervious Surfaces (Minor Projects < 400 sq. ft.), and other projects. \$150 for Exemption Requests	
150.005	Special Consultant Reviews: Elevator, Fire Protection, etc.	Direct Cost of Outside Consultant	
150.443	Drainage & Grading Plan Review	Direct Cost of Outside Consultant	
154.011	Steep Slope Plan Review	Direct Cost of Outside Consultant	
Commission / Board Applications			
150.029	Demolition Application Filing Fee	\$350.00	
150.029	Demolition Escrow Fee	\$11,000.00	
152.09	Subdivision Application Filing Fee	\$1,000.00	
<del>153.242</del> 153.290	Certificate of Appropriateness Filing Fee	\$350.00	
<del>153.245</del> 153.290	Special Use Application Filing Fee	\$350.00	
<del>153.246</del> 153.290	Planned Unit Development Filing Fee	\$500.00	
153.290	Zoning Board of Appeals Filing Fee	\$350.00	
Right of Way / Construction			
52.032	Sewer Contractor Bond	\$5,000. Waived for 2022 Green Streets Project area.	
52.032	Master Sewer Contractor Bond	\$5,000. Waived for 2022 Green Streets Project area.	
52.37	Sewer Work Performance Deposit	\$5,000. Waived for 2022 Green Streets Project area.	
52.062	Sewer Permit and Inspection Fee	\$250. Wavied for 2022 Green Streets Project area.	
55.002, 150.105	Right of Way Construction Deposit/ Municipal Property Damage Deposit	\$5000. Waived for lead service line replacement.	
55.045	Sidewalk Contractor's Fee Amount	\$150	
55.045	Sidewalk Contractor's Bond	\$5,000	
55.049	Sidewalk Crossing Bond	\$500. Waived for lead service line replacement.	
55.066	Driveway Permit Fee	\$30	
55.126	Right of Way Excavation Fee	\$500/Opening. Waived for lead service line replacement.	
56.04(F)	Right-of-Way Application Fee (Utility Facilities)	\$250	
56.04(F), 150.005	Application Fee - Small Wireless Facility	\$650 - New SWF	
56.04(F), 150.005	Application Fee - Small Wireless Facility	\$350/SWF for 2 more locations under same application	
56.04(F), 150.005	Annual Lease Fee	\$200/SWF/Yr., or actual, direct, reasonable costs, if greater	
57.06	Tree Planting and Maintenance Licenses	\$200	

Utilities			
35.02	Electricity Tax	Per State	
35.21(B)	Simplified Municipal Telecommunications Tax	6%	
50.03	Water Meter Deposit	\$50.00	
50.03	Water Account Deposit Non-Owner	\$155.00	
50.04	Water Meter	5/8" Direct Cost + \$45	
		3/4" Direct Cost + \$45	
		1" Direct Cost + \$45	
		1 1/2" Direct Cost + \$45	
		2" Direct Cost + \$45	
50.06	Metered Water Rate Within the Village	\$5.41/100 c.f.	
	Metered Water - Minimum Charge	Reflects 1000 c.b. ft. of usage based on 100 c.b. ft. rate	
	Metered Water Rate Outside Village	\$6.15/100 c.f.	
	Metered Water Rate - Outside Village- Minimum Charge	Reflects 1000 c.b. ft. of usage based on 100 c.b. ft. rate	
	Water System Improvement Charge	\$105 Every 4 months	
50.07	Fire Hydrant Rental	\$200.00	
50.08(C)	Water Turn-off/on Fee	\$100.00	
53.22	Sewer Service Fee	\$0.75/100 c.f.	
<del>53.22</del> 50.080(C)	Sewer Service Late Fee	7% of Total Amount Due Per Each 30 Days Late	
54.09	Reconnection Fee	\$250.00	
56.04(F)	Plumbing Fee	See Below	
	Street Opening for Village Utility Connection	\$100/Opening. Waived for lead service line replacement.	
	Sanitary/Storm Sewer Connection	\$100/Connection	
	Water Tap	Up to 1"	\$300
		1 1/2"	\$400
2"		\$500	
92.07(A)	Yard Waste Stickers	\$2.50	
Out-of-Court Settlements			
90.02(A), 10.99	Failure to Obtain an Alarm Permit	\$50.00	
92.02(A), 10.99	Failure to Provide Refuse Containers/Leaving Excessive Rubbish Outside Containers	\$50.00	
92.04, 10.99	Depositing Refuse on the Street, Alley or Public Way (Garbage, Leaves, Other Waste)	\$50.00	
95.01(F), 10.99	Mahoney Park hours - April 1-Oct 31 7am-10pm & Nov 1-Mar 31 8am-6pm	\$50.00	
95.01(a)(F), 10.99	Kenilworth Beach hours - April 1-Oct 31 7am-10pm & Nov. 1-March 31 8am-6pm	\$50.00	
95.01(B), 10.99	Swimming at Mahoney Beach	\$50.00	
112.01, 10.99	Soliciting Without a Permit	\$50.00	
112.04, 10.99	Failure to Display a Solicitor's Permit When Requested	\$50.00	
112.20, 10.99	Business License Required	\$50.00	

<b>113.05(B-E), 10.99</b>	Illegal Sale(b-c), Purchase(d), Possession/Use of Tobacco Products by Minors(e)	\$50.00
<b>113.06, 10.99</b>	Kenilworth Smoke Free Ordinance (local adoption of 410 ILCS 82/1)	\$50.00
<b>130.01, 10.99</b>	Assault, Battery or Fighting in Public	\$150.00
<b>130.02, 10.99</b>	Disorderly Conduct	\$150.00
<b>130.06, 10.99</b>	Resisting or Interfering with an Officer	\$150.00
<b>130.11, 10.99</b>	Indecent Conduct or Exposure	\$150.00
<b>131.01, 10.99</b>	Defacing or Interfering with Public Property	\$150.00
<b>131.04, 10.99</b>	Damage to Village property	N/A
<b>131.05, 10.99</b>	Posting of Handbills/Notices without Owner's Consent (Buildings, Posts, Tree, etc.)	\$50.00
<b>131.08, 10.99</b>	Distributing Circulars, Handbills or Other Advertisements in Public Places	\$50.00
<b>131.21(A), 10.99</b>	Trespass to Property, Vehicle, Aircraft or Watercraft	\$150.00
<b>132.50, 10.99</b>	Illegal Possession of Cannabis	\$250.00
<b>133.01, 10.99</b>	Unlawful Discharge of an Air Gun or Slingshot	\$150.00
<b>133.02, 10.99</b>	Carrying a Concealed Weapon (Knife, Knuckles or Other Dangerous Weapon)	\$150.00
<b>133.21, 10.99</b>	Unlawful Selling, Possession or Discharge of Fireworks	\$150.00
<b>134.01, 10.99</b>	Curfew (Sunday-Thursdays Nights 11pm-6am, Friday-Saturday Nights 12am-6am)	\$50.00
<b>134.02(A), 10.99</b>	Illegal Possession or Consumption of Alcohol by a Person Under 21 years of age	\$150.00
	Illegal Possession or Consumption of Alcohol by a Person Under 21 years of age (Second and Subsequent Offenses)	\$250.00
	Illegal Transfer/Delivery of Alcohol to a Minor (Offender 21 Years of Age or Older)	\$500.00
	Illegal Transfer/Delivery of Alcohol to a Minor (Offender 21 Years of Age or Older) (Second & Subsequent Offenses)	\$750.00
	Illegal Transfer/Delivery of Alcohol to a Minor (Offender Under 21 Years of Age)	\$200.00
<b>134.02(B), 10.99</b>	Illegal Transfer/Delivery of Alcohol to a Minor (Offender Under 21 Years of Age) (Second & Subsequent Offenses)	\$300.00
	Permitting/Hosting an Underage Drinking/Cannabis Party (Offender Under 21 YOA)	\$200.00
	Permitting/Hosting an Underage Drinking/Cannabis Party (Offender 21 YOA or Older)	\$500.00
	Permitting/Hosting an Underage Drinking/Cannabis Party (Offender Under 21 YOA) (Second & Subsequent Offenses)	\$300.00
<b>153.053(A)(1), 10.99</b>	Permitting/Hosting an Underage Drinking/Cannabis Party (Offender 21 YOA or Older) (Second & Subsequent Offenses)	\$750.00
	Advertising Signs Prohibited in a Residential District; Election Signs Limited	\$50.00

Alcoholic Beverages		
<b>116.017(A)</b>	Number of Available Licenses	
	Class A	1
	Class B	1
	Class C	1
	Class D	1
	Class E	As determined by Liquor Control Commissioner
	Class F	1
	Class G	0
	Class H	0
<b>116.030(A)</b>	New Liquor License Application Fee	<u>\$100.00</u>
<b>116.030(B)</b>	Renewal Liquor License Application Fee	<u>\$50.00</u>
<b>116.20(B)</b>	Liquor License Late Renewal Application Fee	\$50.00
<b>116.031</b>	Liquor License Fingerprinting Fee (New)	Actual Cost of Service
<b><del>116.22</del> <u>116.036</u></b>	New Liquor License Fee (New or Renewal)	
	Class A	\$1,250.00
	Class B	\$2,000.00
	Class C	\$1,000.00
	Class D	\$1,000.00
	Class E	\$50.00
	Class F	\$500.00
	Class G	\$500.00
	Class H	\$500.00
Class S Rider	\$250.00	
<b><del>116.41</del> <u>116.051</u></b>	Responsible Alcohol Service Training Program Fee	Not Available
<b>116.70(A)(1)</b>	Liquor Ordinance Violation Fee	Up to \$700/violation

<b>BUILDING PERMITS ISSUED BY THE VILLAGE OF KENILWORTH DURING THE MONTH OF NOVEMBER 2025</b>					
<b>PERMIT NO.</b>	<b>ADDRESS</b>	<b>TYPE OF WORK</b>	<b>COST OF IMPROVEMENT</b>	<b>PIN</b>	<b>PERMIT FEE</b>
PB25-0079	319 RICHMOND RD	Res Swimming Pool	\$147,381.00	05282220050000	\$5,171.43
PB25-0087	307 CUMBERLAND AVE	Res Interior Alt or Repair	\$275,425.00	05282040180000	\$9,533.94
PB25-0117	400 WOODSTOCK AVE	Res Window-Door	\$83,946.00	05284080040000	\$2,768.38
PB25-0153	336 LEICESTER RD	Res Interior Alt or Repair	\$532,842.00	05271020070000	\$17,870.22
PB25-0159	202 ABINGDON AVE	Res Roof	\$81,596.00	05271130120000	\$2,447.88
PB25-0171	517 CUMNOR RD	Res Plumbing	\$9,950.00	05282120050000	\$398.50
PB25-0172	311 RALEIGH RD	Res Plumbing	\$7,100.00	05271040140000	\$313.00
PB25-0175	622 MELROSE AVE	Res Electrical	\$6,500.00	05282160080000	\$295.00
PB25-0176	36 KENILWORTH AVE	Res Driveway - No Change	\$1,870.00	05271050020000	\$106.10
PB25-0177	720 CUMMINGS AVE	Res Sewer-Water Service	\$17,500.00	05281070080000	\$85.00
PB25-0183	336 ABBOTSFORD RD	Res Plumbing	\$11,061.70	05282230090000	\$431.85
PB25-0184	506 GREENWOOD AVE	Res Roof	\$48,000.00	05284100150000	\$1,440.00
PB25-0186	312 ESSEX RD	Res Roof	\$74,943.00	05282240110000	\$2,248.29
PB25-0189	329 RALEIGH RD	Res Interior Alt or Repair	\$52,210.80	05271040030000	\$3,382.64
PB25-0191	715 ROGER AVE	Res Roof	\$18,776.00	05281070210000	\$563.28
PF25-0039	240 Kenilworth Ave	Res Fence	\$35,615.00	5271010070000	\$60.00
PF25-0041	605 ESSEX RD	Res Fence	\$19,800.00	05282050020000	\$60.00
PF25-0042	336 STERLING RD	Res Fence	\$9,324.00	05283020300000	\$60.00
PF25-0044	306 STERLING RD	Res Fence	\$5,300.00	05283020350000	\$60.00
PF25-0045	330 ABBOTSFORD RD	Res Fence	\$7,980.00	05282230150000	\$60.00
<b>TOTALS IN NOVEMBER 2025</b>			<b>\$1,447,120.50</b>		<b>\$47,355.51</b>
<b>20 PERMITS ISSUED IN NOVEMBER 2025</b>					
<b>14 Issued in NOVEMBER 2024</b>		<b>Nov-24</b>	<b>\$632,017.63</b>		<b>\$21,871.70</b>
<b>Total Permits Issued 2025 Fiscal Year</b>	<b>213</b>	<b>2025 FY To Date</b>	<b>\$24,354,090.70</b>		<b>\$744,557.05</b>

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-100-3001	CURRENT TAX LEVY	2,455,096.00	37,703.88	2,625,770.26	2,741,876.00	0.00	1,398,777.79	51.02
01-100-3002	CURRENT TAX LEVY POLPEN	815,000.00	(7,797.34)	834,908.74	759,873.00	0.00	441,376.15	58.09
01-100-3004	REPLACEMENT TAX	75,962.00	2,875.99	62,258.17	52,382.00	0.00	43,344.79	82.75
01-100-3005	STATE SALES TAX	130,000.00	17,483.45	212,144.65	140,000.00	0.00	310,366.09	221.69
01-100-3006	STATE INCOME TAX	320,000.00	22,017.36	426,929.31	446,284.00	0.00	400,253.18	89.69
01-100-3007	LOCAL USE TAX	97,000.00	8,161.22	94,163.61	65,658.00	0.00	35,699.55	54.37
01-100-3008	CONSUMPTION TAX	2,501.00	315.41	4,013.79	4,440.00	0.00	3,263.13	73.49
01-100-3010	UTILITY TAX-COMED	92,000.00	931.68	94,300.14	90,000.00	0.00	107,754.23	119.73
01-100-3011	UTILITY TAX-NICOR	72,000.00	5,040.37	67,219.22	68,000.00	0.00	71,454.37	105.08
01-100-3012	UTILITY TAX-TELECOM	30,000.00	2,965.67	36,673.20	30,000.00	0.00	30,192.21	100.64
01-100-3020	911 DISBURSEMENT - JETSB FUNDS	84,000.00	(7,957.03)	81,364.67	83,000.00	0.00	82,942.49	99.93
01-100-3029	MISC TAX-FOREIGN FIRE TAX	17,000.00	0.00	20,383.48	18,000.00	0.00	21,938.18	121.88
01-100-3101	CIRCUIT COURT FINES	750.00	0.00	1,487.00	750.00	0.00	997.08	132.94
01-100-3102	VILLAGE ORDINANCE FINES	18,000.00	420.00	9,805.00	6,000.00	(80.00)	20,108.57	335.14
01-100-3201	VEHICLE LICENSE	80,000.00	625.00	80,590.00	80,000.00	0.00	76,211.00	95.26
01-100-3202	ANIMAL LICENSE	1,600.00	200.00	1,505.00	1,500.00	0.00	946.50	63.10
01-100-3203	LIQUOR LICENSE	4,000.00	3,750.00	4,750.00	4,250.00	0.00	1,000.00	23.53
01-100-3301	PERMITS-BUILDING	300,000.00	36,704.49	650,918.64	400,000.00	0.00	646,383.83	161.60
01-100-3306	PLAN REVIEW	27,000.00	3,664.16	56,609.96	67,000.00	0.00	71,304.14	106.42
01-100-3307	ZONING REVIEW	5,000.00	300.00	9,200.00	17,000.00	0.00	8,150.00	47.94
01-100-3308	ZBA FILING FEE	1,050.00	350.00	4,900.00	2,640.00	0.00	6,427.53	243.47
01-100-3309	BRC (DEMO) FILING FEES	350.00	0.00	350.00	350.00	0.00	350.00	100.00
01-100-3310	TREE PERMIT	500.00	0.00	200.00	300.00	0.00	0.00	0.00
01-100-3311	ARC FILING FEE	350.00	0.00	700.00	700.00	0.00	1,350.00	192.86
01-100-3312	RE-INSPECTION FEE	750.00	225.00	1,050.00	750.00	0.00	1,250.00	166.67
01-100-3398	CONSTRUCTION PARKING PERMITS	1,500.00	90.00	894.00	1,500.00	0.00	2,616.00	174.40
01-100-3399	PERMITS-PARKING	10,000.00	929.00	13,575.00	10,000.00	0.00	14,208.50	142.09
01-100-3401	AMBULANCE USERS FEE	20,000.00	0.00	12,375.26	20,000.00	0.00	2,314.68	11.57
01-100-3402	SPECIAL EVENT & USE FEE	2,500.00	0.00	725.00	1,000.00	0.00	3,467.50	346.75
01-100-3403	ELEVATOR INSPECTIONS	100.00	0.00	393.00	180.00	0.00	329.00	182.78
01-100-3404	FIRE AND BURGLAR ALARM FEES	6,500.00	2,675.00	5,975.00	6,000.00	0.00	2,300.00	38.33
01-100-3405	YARD WASTE STICKERS	9,000.00	387.50	9,632.50	10,000.00	0.00	10,085.00	100.85
01-100-3407	SPECIAL DUTY DETAIL	3,000.00	300.00	4,162.50	3,000.00	0.00	1,050.00	35.00
01-100-3432	REFUSE & RECYCLING FEES	96,000.00	8,000.00	96,000.00	96,000.00	8,000.00	88,045.90	91.71
01-100-3436	ANTENNA LEASE FEES	182,136.00	152,557.84	359,037.04	187,601.00	0.00	156,130.54	83.22
01-100-3499	MISCELLANEOUS FEES	0.00	203.06	225.66	0.00	0.00	1.00	100.00
01-100-3501	CABLE TV FRANCHISE FEE	51,000.00	9,619.38	46,271.63	49,000.00	0.00	21,993.58	44.88
01-100-3603	STATE GRANTS	0.00	0.00	300,905.00	0.00	0.00	0.00	0.00
01-100-3605	GRANTS - MISC	0.00	10,000.00	12,968.38	0.00	0.00	2,460.00	100.00
01-100-3701	INTEREST INCOME	125,000.00	23,500.06	278,339.04	125,000.00	0.00	294,388.29	235.51
01-100-3801	INSURANCE PROCEEDS (IRMA)	0.00	0.00	0.00	0.00	0.00	223.00	100.00
01-100-3802	ADJUSTMENT-EXCESS INS SURPLUS	0.00	138,820.00	138,820.00	0.00	0.00	0.00	0.00
01-100-3803	ADJUST-DEDUCTIBLE RESERVE	0.00	4,554.00	14,554.00	0.00	0.00	0.00	0.00
01-100-3901	SALE OF FIXED ASSETS	1,500.00	0.00	1,175.00	0.00	0.00	268.66	100.00
01-100-3904	TREE CONTRIBUTIONS	1,000.00	0.00	15,093.25	1,000.00	0.00	5,250.00	525.00
01-100-3989	OTHER INCOME	3,000.00	1,030.30	5,435.07	1,421.00	0.00	8,408.92	591.76
01-100-4010	REGULAR SALARIES	277,563.00	25,174.45	216,598.96	244,663.00	0.00	223,728.48	91.44
01-100-4019	MERIT-VACATION BUY BACK	19,500.00	0.00	0.00	15,000.00	0.00	0.00	0.00
01-100-4021	PART TIME SALARIES	43,273.00	0.00	4,554.00	0.00	0.00	0.00	0.00
01-100-4023	AUTO ALLOWANCE	4,800.00	0.00	1,600.00	0.00	0.00	2,800.00	100.00
01-100-4028	EMPLOYEE BENEFITS-MEDICAL	22,086.00	2,265.59	17,000.39	9,068.00	0.00	11,392.17	125.63
01-100-4029	EMPLOYEE BENEFITS-DENTAL	1,208.00	159.49	1,138.66	496.00	0.00	578.97	116.73
01-100-4030	EMPLOYEE BENEFITS-LIFE	520.00	148.77	592.67	539.00	0.00	544.60	101.04
01-100-4031	FICA & MEDICARE-EMPLOYER	24,911.00	1,836.90	19,255.30	18,717.00	0.00	17,211.32	91.96
01-100-4032	IMRF-EMPLOYER	6,449.00	728.15	4,428.67	4,918.00	0.00	1,676.30	34.08

PERIOD ENDING 12/31/2025

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MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 01 - GENERAL FUND								
01-100-4033	UNEMPLOYMENT-EMPLOYER	296.00	0.00	573.33	550.00	0.00	222.97	40.54
01-100-4040	IMRF- ADDITIONAL CONTRIBUTION	25,000.00	0.00	25,000.00	0.00	0.00	0.00	0.00
01-100-5021	AUDITING	25,215.00	0.00	22,485.00	22,200.00	0.00	25,250.00	113.74
01-100-5022	JULIE FEES	900.00	0.00	721.09	543.00	0.00	542.85	99.97
01-100-5023	PLAN REVIEW & INSPECT. SERVICE	56,750.00	15,273.56	107,560.41	131,096.00	7,076.35	114,296.59	87.19
01-100-5036	PRINTING AND PUBLISHING	9,100.00	1,465.34	11,992.24	10,750.00	0.00	4,549.04	42.32
01-100-5041	TELEPHONE	2,400.00	192.84	2,311.55	2,366.00	0.00	3,184.13	134.58
01-100-5042	CELL PHONE	650.00	0.00	183.30	600.00	0.00	446.13	74.36
01-100-5051	MISCELLANEOUS SERVICE	11,638.00	1,114.18	11,920.98	11,373.00	0.00	10,795.44	94.92
01-100-5071	POSTAGE	3,660.00	9.68	1,421.10	1,440.00	0.00	1,886.30	130.99
01-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	11,570.00	132.00	12,260.48	14,041.00	0.00	13,573.85	96.67
01-100-5092	PROFESSIONAL SERVICES	9,917.00	0.00	61,489.20	9,270.00	0.00	5,129.45	55.33
01-100-5093	PROF SERVICE-FINANCE	59,535.00	14,883.75	55,169.25	65,476.00	0.00	53,500.48	81.71
01-100-5095	PROF SERVICES-BPZ-MISC	67,200.00	8,104.19	64,519.35	90,418.00	9,108.75	77,990.55	86.26
01-100-5096	PROF SERVICES-PLANNING	77,500.00	9,954.85	125,007.93	219,467.00	10,051.01	142,096.90	64.75
01-100-5097	PROF SERVICES-EXEC SEARCH	0.00	0.00	24,591.79	0.00	0.00	0.00	0.00
01-100-5098	PROF SERVICES-HISTORIC PRESERV	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00
01-100-5099	PROF SERVICES-ECON DEVELOPMENT	22,500.00	0.00	0.00	8,000.00	0.00	0.00	0.00
01-100-5100	PROFESSIONAL SERVICES-IT	44,784.00	6,676.00	40,202.90	41,750.00	3,478.16	34,479.31	82.59
01-100-5178	REPAIR/MAINT VEHICLE & EQUIP	500.00	0.00	0.00	0.00	0.00	0.00	0.00
01-100-6024	OFFICE SUPPLIES	2,500.00	51.14	1,894.93	2,120.00	74.39	651.92	30.75
01-100-6025	OTHER SUPPLIES	600.00	10.55	1,394.60	800.00	0.00	721.36	90.17
01-100-7003	RECRUITMENT & TRAINING	2,400.00	625.00	1,099.00	1,925.00	0.00	440.00	22.86
01-100-7005	MISCELLANEOUS EXPENSE	1,440.00	17.56	7,455.43	1,800.00	0.00	358.14	19.90
01-100-7006	MEETINGS & CONFERENCES	1,770.00	35.00	1,115.15	4,315.00	0.00	3,813.77	88.38
01-100-7030	VILLAGE EVENTS	250.00	0.00	150.00	250.00	0.00	0.00	0.00
01-100-7395	FUNDS TRANSFER OUT	0.00	0.00	0.00	350,000.00	0.00	2,250,000.00	642.86
01-100-8002	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	397.00	100.00
01-100-8003	SOFTWARE	13,044.00	1,643.86	11,217.78	15,775.00	0.00	17,839.76	113.09
01-100-8004	COMPUTER EQUIPMENT	0.00	0.00	914.49	0.00	0.00	0.00	0.00
01-200-5001	MAINTENANCE OF OFFICE EQUIP	1,205.00	0.00	600.49	200.00	0.00	0.00	0.00
01-200-5004	INSURANCE-GENERAL LIABILITY	90,497.00	0.00	86,157.50	95,000.00	0.00	95,000.00	100.00
01-200-5005	INSURANCE-WORKERS COMP	37,616.00	0.00	36,924.50	38,000.00	0.00	34,066.00	89.65
01-200-5024	VILLAGE ATTORNEY-BASE	55,000.00	12,464.37	67,824.68	60,000.00	0.00	41,610.50	69.35
01-200-5025	VILLAGE PROSECUTOR	4,200.00	525.00	4,025.00	4,200.00	0.00	1,557.50	37.08
01-200-5027	VILL ATTORNEY-COMP PLAN & COMM	8,000.00	0.00	9,290.00	10,000.00	0.00	7,082.50	70.83
01-200-5028	VILL ATTORNEY ZONING/ZBA	21,000.00	2,275.90	24,041.60	27,500.00	0.00	19,594.50	71.25
01-200-5029	VILL ATTORNEY-SUBDIVISIONS	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00
01-200-5044	INTERNET SERVICES	2,520.00	209.00	2,854.22	3,000.00	0.00	2,309.71	76.99
01-300-4010	MAINTENANCE SALARIES	15,472.00	1,709.64	15,827.88	16,134.00	0.00	14,628.47	90.67
01-300-4011	OVERTIME	1,200.00	56.56	364.58	1,200.00	0.00	386.77	32.23
01-300-4019	MERIT-VACATION BUY BACK	150.00	0.00	0.00	0.00	0.00	0.00	0.00
01-300-4028	EMPLOYEE BENEFITS-MEDICAL	4,366.00	674.93	3,737.40	4,653.00	0.00	3,265.34	70.18
01-300-4029	EMPLOYEE BENEFITS-DENTAL	268.00	38.83	215.21	269.00	0.00	176.36	65.56
01-300-4031	FICA & MEDICARE EMPLOYER	1,260.00	124.10	1,181.62	1,315.00	0.00	1,099.76	83.63
01-300-4032	IMRF-EMPLOYER	331.00	33.71	313.80	346.00	0.00	110.92	32.06
01-300-5046	OUTSIDE MAINT-TRAIN STATION	4,000.00	540.12	4,282.32	4,446.00	103.12	4,042.40	90.92
01-300-5047	OUTSIDE MAINT SERVICES-PW	8,275.00	0.00	5,319.50	4,500.00	0.00	5,709.00	126.87
01-300-5048	OUTSIDE MAINT SERVICE-VIL HALL	17,380.00	466.00	15,206.76	20,460.00	0.00	16,666.00	81.46
01-300-5092	PROFESSIONAL SERVICES	50.00	0.00	50.00	50.00	0.00	50.00	100.00
01-300-6023	JANITORIAL SUPPLIES	1,600.00	64.74	1,978.50	1,700.00	14.39	1,813.38	106.67
01-300-6024	BLDG REPAIRS-TRAIN STATION	500.00	0.00	731.04	250.00	0.00	222.21	88.88
01-300-6025	BLDG REPAIRS-VILLAGE HALL	5,000.00	2,464.51	10,679.95	8,000.00	135.47	8,074.08	100.93
01-300-6026	BLDG REPAIRS-PUBLIC WORKS	6,000.00	8.99	2,110.96	0.00	0.00	604.33	100.00
01-300-6027	MAINT & CONSTRUCTION SUPPLIES	2,000.00	48.35	1,948.67	2,000.00	0.00	1,803.73	90.19

PERIOD ENDING 12/31/2025

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MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-300-6028	HEATING, ELECT & WATER UTIL	2,700.00	704.99	704.99	0.00	0.00	2,548.26	100.00
01-300-8002	MACHINERY & EQUIPMENT	0.00	0.00	229.97	0.00	0.00	0.00	0.00
01-400-4010	REGULAR SALARIES	207,664.00	22,195.25	213,202.21	217,820.00	0.00	197,914.82	90.86
01-400-4011	OVER TIME SALARIES	10,000.00	588.69	3,792.99	7,000.00	0.00	4,023.50	57.48
01-400-4019	MERIT-VACATION BUY BACK	1,560.00	0.00	0.00	1,300.00	0.00	0.00	0.00
01-400-4028	EMPLOYEE BENEFITS-MEDICAL	45,402.00	7,512.93	41,453.45	51,411.00	0.00	36,940.97	71.85
01-400-4029	EMPLOYEE BENEFITS-DENTAL	2,791.00	432.15	2,373.18	2,791.00	0.00	1,989.70	71.29
01-400-4030	EMPLOYEE BENEFITS-LIFE	386.00	36.43	441.73	410.00	0.00	415.48	101.34
01-400-4031	FICA & MEDICARE EMPLOYER	15,210.00	1,597.34	15,899.87	15,853.00	0.00	14,861.50	93.75
01-400-4032	IMRF EMPLOYER	4,406.00	432.63	4,204.56	4,590.00	0.00	1,494.57	32.56
01-400-4033	UNEMPLOYMENT EMPLOYER	195.00	0.00	386.67	550.00	0.00	216.97	39.45
01-400-4039	EMPLOYEE BENEFITS-OTHER	0.00	0.00	0.00	1,020.00	0.00	0.00	0.00
01-400-5041	TELEPHONE	780.00	69.91	789.91	960.00	0.00	807.26	84.09
01-400-5042	CELLULAR PHONE SERVICE	2,200.00	10.87	2,314.68	2,220.00	0.00	1,668.29	75.15
01-400-5048	OUTSIDE MAINTENANCE SERVICE	32,000.00	5,335.59	37,442.95	34,000.00	1,398.65	23,750.35	69.85
01-400-5091	DUES, MEMBERSHIP & SUBSCRIPTION	7,500.00	0.00	7,459.00	7,830.00	0.00	7,823.70	99.92
01-400-5093	PROF SERVICE-FINANCE	2,205.00	551.25	2,021.25	2,303.00	0.00	1,856.34	80.61
01-400-5178	REPAIR/MAINT VEHICLES & EQUIP	9,000.00	2,601.47	8,921.24	6,000.00	0.00	10,783.73	179.73
01-400-5184	SIGNS-TRAFFIC & STREETS	2,000.00	0.00	3,119.92	1,000.00	0.00	184.14	18.41
01-400-5322	ENGINEERING SERVICES	11,724.50	7,750.00	11,724.50	0.00	0.00	0.00	0.00
01-400-5346	EQUIPMENT RENTAL	3,000.00	0.00	739.20	1,000.00	0.00	2,313.27	231.33
01-400-6024	OFFICE SUPPLIES	200.00	0.00	15.37	200.00	0.00	24.14	12.07
01-400-6025	OTHER SUPPLIES	1,500.00	168.25	2,189.17	1,500.00	136.42	1,228.15	81.88
01-400-6027	MAINT & CONSTRUCTION SUPPLIES	12,768.37	2,973.44	16,931.51	12,000.00	0.00	11,326.07	94.38
01-400-6029	UNIFORMS	3,000.00	201.60	3,143.81	2,400.00	51.81	2,562.43	106.77
01-400-6036	SAFETY EQUIPMENT	500.00	0.00	2,159.80	500.00	0.00	408.89	81.78
01-400-6038	SNOW REMOVAL SUPPLIES	22,007.13	1,116.20	25,180.99	30,000.00	0.00	15,361.91	51.21
01-400-7002	FUEL	12,000.00	1,144.35	5,410.84	8,500.00	0.00	5,036.67	59.25
01-400-7003	RECRUITMENT & TRAINING	1,000.00	0.00	189.22	500.00	0.00	99.00	19.80
01-400-7005	MISCELLANEOUS EXPENSE	500.00	0.00	1,311.52	500.00	19.78	69.78	13.96
01-400-8002	MACHINERY & EQUIPMENT	1,250.00	0.00	1,540.76	500.00	0.00	143.92	28.78
01-400-8003	COMPUTER SOFTWARE	1,661.00	437.35	1,986.45	2,200.00	0.00	2,211.64	100.53
01-400-8006	STREET IMPROVEMENTS	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00
01-500-4010	REGULAR SALARIES	37,964.00	3,076.59	28,127.12	32,733.00	0.00	29,930.17	91.44
01-500-4019	MERIT-VACATION BUY BACK	3,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
01-500-4028	EMPLOYEE BENEFITS-MEDICAL	3,980.00	893.77	5,888.67	2,015.00	0.00	3,711.36	184.19
01-500-4029	EMPLOYEE BENEFITS-DENTAL	220.00	25.38	176.23	111.00	0.00	18.89	17.02
01-500-4031	FICA & MEDICARE EMPLOYER	2,904.00	217.59	2,101.06	2,030.00	0.00	2,256.03	111.13
01-500-4032	IMRF EMPLOYER	763.00	57.77	541.78	658.00	0.00	221.41	33.65
01-500-5092	PROFESSIONAL SERVICES	0.00	0.00	8,659.03	0.00	0.00	0.00	0.00
01-500-5093	PROF SERVICE-FINANCE	2,205.00	551.25	2,021.25	2,303.00	0.00	1,856.34	80.61
01-500-5663	WASTE DUMPING CHARGE	52,968.00	0.00	51,485.15	45,877.00	0.00	44,156.00	96.25
01-500-5664	LEAF PICKUP	12,500.00	0.00	12,500.00	12,500.00	0.00	12,500.00	100.00
01-600-5091	DUES & SUBSCRIPTIONS	2,500.00	0.00	2,303.20	2,500.00	0.00	2,556.89	102.28
01-600-5092	PROFESSIONAL SERVICES	5,100.00	786.25	8,406.25	5,600.00	510.00	8,011.25	143.06
01-600-5766	WINTER TREE TRIMMING	17,000.00	0.00	17,000.00	25,000.00	0.00	25,000.00	100.00
01-600-5767	TREE REMOVAL & TRIMMING	32,000.00	2,850.00	37,000.00	33,000.00	980.00	34,281.60	103.88
01-600-5768	TREE PLANTING PROGRAM	11,300.00	0.00	16,857.26	17,620.00	0.00	0.00	0.00
01-600-6027	MAINT & CONSTRUCTION SUPPLIES	500.00	0.00	910.26	600.00	0.00	1,359.96	226.66
01-700-4010	REGULAR SALARIES	15,472.00	1,709.66	15,828.74	16,134.00	0.00	14,629.39	90.67
01-700-4011	OVERTIME SALARIES	500.00	56.58	364.73	500.00	0.00	386.89	77.38
01-700-4019	MERIT-VACATION BUY BACK	150.00	0.00	0.00	0.00	0.00	0.00	0.00
01-700-4028	EMPLOYEE BENEFITS-MEDICAL	4,366.00	674.92	3,737.23	4,653.00	0.00	3,267.64	70.23
01-700-4029	EMPLOYEE BENEFITS-DENTAL	268.00	38.83	215.13	269.00	0.00	174.34	65.53
01-700-4031	FICA & MEDICARE EMPLOYER	1,222.00	124.12	1,181.76	1,277.00	0.00	1,100.05	86.14

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-700-4032	IMRF EMPLOYER	321.00	33.72	313.88	336.00	0.00	111.23	33.10
01-700-5048	OUTSIDE MAINTENANCE SERVICE	6,500.00	0.00	5,700.00	8,096.00	0.00	911.70	11.26
01-700-5178	REPAIR/MAINT VEHICLES & EQUIP	2,500.00	0.00	565.84	600.00	0.00	0.00	0.00
01-700-6025	OTHER SUPPLIES	3,500.00	2,186.84	3,860.77	2,300.00	0.00	2,343.69	101.90
01-700-6028	HEATING, ELECT & WATER UTIL	8,000.00	1,626.35	11,753.17	12,000.00	0.00	5,855.97	48.80
01-700-7002	FUEL	800.00	65.42	311.33	375.00	0.00	294.16	78.44
01-700-8015	CABLING, POSTS & LANTERNS	3,350.00	0.00	1,843.71	3,500.00	0.00	(3,567.03)	(101.92)
01-800-3402	BEACH FEES	45,000.00	0.00	52,755.00	50,000.00	0.00	59,790.00	119.58
01-800-3989	OTHER INCOME	5,000.00	0.00	880.00	645.00	0.00	10,250.00	1,589.15
01-800-4021	PART TIME SALARIES	38,000.00	0.00	44,209.75	45,000.00	0.00	35,149.85	78.11
01-800-4031	FICA & MEDICARE EMPLOYER	2,754.00	0.00	3,382.08	3,500.00	0.00	2,688.97	76.83
01-800-4033	UNEMPLOYMENT EMPLOYER	261.00	0.00	516.97	500.00	0.00	202.22	40.44
01-800-5036	PRINTING & PUBLISHING	733.00	0.00	908.98	800.00	0.00	971.99	121.50
01-800-5041	TELEPHONE	780.00	74.98	867.34	1,300.00	0.00	673.93	51.84
01-800-5051	MISCELLANEOUS SERVICES	700.00	0.00	602.20	600.00	0.00	603.00	100.50
01-800-5054	LABORATORY SERVICES	890.00	0.00	1,177.20	1,200.00	0.00	832.00	69.33
01-800-5091	DUES, MEMBERSHIPS & SUBSCRIPT	2,500.00	0.00	2,303.20	2,500.00	0.00	2,406.90	96.28
01-800-5346	EQUIPMENT RENTAL	800.00	0.00	500.00	0.00	0.00	0.00	0.00
01-800-6025	OTHER SUPPLIES	1,500.00	36.14	3,451.63	2,850.00	0.00	2,686.10	94.25
01-800-7003	RECRUITMENT & TRAINING	570.00	0.00	170.00	2,870.00	0.00	1,475.00	51.39
01-800-8002	MACHINERY & EQUIPMENT	735.00	0.00	81.67	200.00	0.00	115.82	57.91
01-800-8007	FACILITY IMPROVE & ALTERATIONS	3,800.00	0.00	7,622.22	700.00	0.00	1,312.33	187.48
01-900-4000	PROCEEDS FROM LEASE ISSUANCE	0.00	75,000.00	75,000.00	0.00	0.00	0.00	0.00
01-900-4010	REGULAR SALARIES	918,197.00	85,921.77	943,777.92	1,034,347.00	0.00	880,363.07	85.11
01-900-4011	OVERTIME SALARIES	45,000.00	7,948.51	54,907.34	50,000.00	0.00	44,285.15	88.57
01-900-4019	MERIT-VACATION BUY BACK	0.00	2,185.71	5,185.71	0.00	0.00	3,400.00	100.00
01-900-4021	PART TIME SALARIES	140,242.00	8,373.10	114,088.89	150,420.00	0.00	63,205.29	42.02
01-900-4023	AUTO ALLOWANCE	4,800.00	528.57	4,928.57	4,800.00	0.00	3,400.00	70.83
01-900-4028	EMPLOYEE BENEFITS-MEDICAL	210,808.00	37,646.52	214,574.32	223,781.00	0.00	185,310.92	82.81
01-900-4029	EMPLOYEE BENEFITS-DENTAL	11,719.00	2,035.43	11,316.58	11,720.00	0.00	10,210.81	87.12
01-900-4030	EMPLOYEE BENEFITS-LIFE	1,165.00	151.15	1,811.34	1,342.00	0.00	1,741.88	129.80
01-900-4031	FICA & MEDICARE EMPLOYER	34,491.00	4,300.94	49,589.81	37,206.00	0.00	46,868.60	125.97
01-900-4032	IMRF EMPLOYER	148.00	109.97	1,107.44	1,189.00	0.00	402.46	33.85
01-900-4033	UNEMPLOYMENT EMPLOYER	1,786.00	0.00	3,528.06	3,760.00	0.00	1,510.18	40.16
01-900-4035	DEF CONTRIB PLAN	20,405.00	2,373.39	27,252.16	25,000.00	0.00	30,399.57	121.60
01-900-4050	TRANSFER OF LEVY FUNDS-POLPEN	816,000.00	(7,797.34)	834,908.74	759,873.00	0.00	441,376.15	58.09
01-900-4051	TRANS TO POLPEN-EXTRA	75,000.00	75,000.00	75,000.00	20,000.00	0.00	0.00	0.00
01-900-5001	MAINT OF OFFICE EQUIPMENT	100.00	0.00	0.00	50.00	0.00	0.00	0.00
01-900-5036	PRINTING AND PUBLISHING	500.00	0.00	135.70	600.00	0.00	339.80	56.63
01-900-5041	TELEPHONE	2,100.00	158.16	1,893.00	2,100.00	0.00	2,560.47	121.93
01-900-5042	CELLULAR PHONE SERVICE	3,816.00	431.34	2,343.71	2,800.00	0.00	3,471.78	123.99
01-900-5048	OUTSIDE MAINTENANCE SERVICES	1,500.00	0.00	489.00	1,600.00	0.00	465.00	29.06
01-900-5053	CRIMINAL JUSTICE CONNECTIVITY	4,200.00	0.00	561.24	0.00	0.00	0.00	0.00
01-900-5054	RADIO SYSTEM AIR TIME	5,800.00	624.00	7,080.00	7,488.00	0.00	3,840.00	51.28
01-900-5071	POSTAGE	200.00	0.00	24.87	125.00	0.00	0.00	0.00
01-900-5091	DUES, MEMBERSHIPS & SUBSCRIPT	26,000.00	503.18	26,212.58	40,716.00	0.00	44,475.97	109.23
01-900-5093	MUNICIPAL PARTNERSHIPS	25,000.00	551.25	23,451.25	24,163.00	0.00	22,682.34	93.87
01-900-5095	PROFESSIONAL SERVICES-DISPATCH	217,478.00	0.00	217,480.00	234,959.00	0.00	226,177.00	96.26
01-900-5177	REPAIR/MAINT COMPUTER EQUIP	500.00	0.00	135.00	200.00	0.00	646.95	323.48
01-900-5178	REPAIR/MAINT VEHICLES & EQUIP	10,000.00	226.48	10,874.95	10,540.00	1,501.86	9,925.92	94.17
01-900-6024	OFFICE SUPPLIES	2,200.00	0.00	1,146.75	1,400.00	0.00	1,176.40	84.03
01-900-6025	OTHER SUPPLIES	6,500.00	30.34	4,066.86	5,200.00	1,612.40	3,982.41	76.58
01-900-6029	UNIFORMS-PERSON PROTECT EQUIP	9,000.00	1,487.50	12,085.03	12,000.00	0.00	9,013.55	75.11
01-900-7002	FUEL	16,000.00	2,293.23	11,859.33	12,500.00	0.00	8,971.35	71.76
01-900-7003	RECRUITMENT & TRAINING	11,000.00	4,351.00	16,773.15	19,725.00	2,976.00	20,455.82	103.71

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
 PERIOD ENDING 12/31/2025  
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GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-900-7004	COMMUNITY SERVICE	3,500.00	0.00	3,225.95	2,750.00	0.00	2,315.88	84.21
01-900-7005	MISCELLANEOUS EXPENSE	750.00	0.00	170.22	500.00	0.00	353.00	70.60
01-900-7006	MEETINGS & CONFERENCES	500.00	0.00	215.52	500.00	0.00	500.66	100.13
01-900-8001	OFFICE FURNITURE	500.00	0.00	299.54	300.00	0.00	0.00	0.00
01-900-8002	MACHINERY & EQUIPMENT	500.00	75,000.00	75,000.00	8,400.00	0.00	8,919.76	106.19
01-900-8003	SOFTWARE	3,437.00	1,748.97	3,437.20	3,500.00	0.00	5,033.19	143.81
01-900-8004	COMPUTER EQUIPMENT	300.00	0.00	0.00	1,250.00	0.00	0.00	0.00
01-950-4010	REGULAR SALARIES	13,811.00	1,421.41	12,949.79	12,770.00	0.00	11,212.25	87.80
01-950-4028	EMPLOYEE BENEFITS-MEDICAL	2,895.00	149.13	669.86	3,085.00	0.00	873.25	28.31
01-950-4029	EMPLOYEE BENEFITS-DENTAL	162.00	(1.95)	246.68	162.00	0.00	(1.03)	(0.64)
01-950-4031	MEDICARE	201.00	16.76	162.29	186.00	0.00	145.19	78.06
01-950-5051	MISCELLANEOUS SERVICES	1,800.00	739.13	1,509.94	1,800.00	0.00	1,362.25	75.68
01-950-5156	FIRE PROTECTION	467,472.00	0.00	467,471.05	479,158.00	0.00	479,157.83	100.00
01-950-8002	FOREIGN FIRE EXPENSES	5,000.00	0.00	33,333.33	0.00	0.00	0.00	0.00
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Fund 01 - GENERAL FUND:								
TOTAL REVENUES		5,192,145.00	555,645.45	6,827,386.17	5,643,100.00	7,920.00	4,465,421.38	79.13
TOTAL EXPENDITURES		4,968,788.00	491,662.10	5,156,495.28	5,530,379.00	39,228.56	6,449,051.95	116.61
NET OF REVENUES & EXPENDITURES		223,357.00	63,983.35	1,670,890.89	112,721.00	(31,308.56)	(1,983,630.57)	1,759.77

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 02 - SEWER SERVICE FUND								
02-100-3430	SEWER CHARGES	101,200.00	8,302.76	105,128.47	101,000.00	0.00	106,320.35	105.27
02-100-3701	INTEREST INCOME	18,000.00	2,130.61	25,789.60	18,000.00	0.00	16,638.88	92.44
02-100-3989	OTHER INCOME	0.00	0.00	100.00	0.00	0.00	0.00	0.00
02-100-4010	REGULAR SALARIES	40,226.00	4,445.43	41,154.42	41,950.00	0.00	38,036.47	90.67
02-100-4011	OVERTIME SALARIES	0.00	147.16	948.25	0.00	0.00	1,005.93	100.00
02-100-4019	MERIT-VACATION BUY BACK	390.00	0.00	0.00	0.00	0.00	0.00	0.00
02-100-4028	EMPLOYEE BENEFITS-MEDICAL	11,351.00	1,748.45	9,663.30	12,098.00	0.00	7,421.53	61.35
02-100-4029	EMPLOYEE BENEFITS-DENTAL	597.00	100.89	558.98	597.00	0.00	458.08	76.73
02-100-4030	EMPLOYEE BENEFITS-LIFE	50.00	0.00	0.00	54.00	0.00	0.00	0.00
02-100-4031	FICA & MEDICARE-EMPLOYER	3,077.00	322.71	3,072.34	3,219.00	0.00	2,859.79	88.84
02-100-4032	IMRF-EMPLOYER	809.00	87.66	816.07	846.00	0.00	288.91	34.15
02-100-4033	UNEMPLOYMENT-EMPLOYER	49.00	0.00	97.16	103.00	0.00	41.37	40.17
02-100-5048	OUTSIDE MAINTENANCE SERVICES	35,000.00	102.50	13,408.92	29,000.00	0.00	11,965.00	41.26
02-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	2,500.00	0.00	2,303.20	2,500.00	0.00	2,406.90	96.28
02-100-5178	REPAIR/MAINT VEHICLES & EQUIP	0.00	0.00	180.49	1,400.00	0.00	1,336.52	95.47
02-100-6027	MAINT & CONSTRUCTION SUPPLIES	3,000.00	0.00	5,451.89	4,600.00	0.00	1,145.32	24.90
02-100-7050	PERMIT FEE	750.00	0.00	0.00	0.00	0.00	0.00	0.00
02-100-8003	SOFTWARE	4,627.00	218.63	4,865.93	5,375.00	0.00	5,104.08	94.96
02-100-8012	SEWER REPAIRS	10,000.00	0.00	11,025.07	12,000.00	0.00	10,152.86	84.61
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Fund 02 - SEWER SERVICE FUND:								
TOTAL REVENUES		119,200.00	10,433.37	131,018.07	119,000.00	0.00	122,959.23	103.33
TOTAL EXPENDITURES		112,426.00	7,173.43	93,546.02	113,742.00	0.00	82,222.76	72.29
NET OF REVENUES & EXPENDITURES		6,774.00	3,259.94	37,472.05	5,258.00	0.00	40,736.47	774.75

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
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GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 06 - MFT FUND								
06-100-3701	INTEREST INCOME	18,000.00	2,905.33	36,064.58	20,000.00	0.00	31,847.02	159.24
06-100-3801	MFT ALLOTMENTS	109,850.00	9,782.45	111,747.68	114,546.00	0.00	94,660.70	82.64
06-100-8007	ROAD PROJECTS	0.00	0.00	0.00	460,000.00	229,642.55	229,642.55	49.92
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Fund 06 - MFT FUND:								
TOTAL REVENUES		127,850.00	12,687.78	147,812.26	134,546.00	0.00	126,507.72	94.03
TOTAL EXPENDITURES		0.00	0.00	0.00	460,000.00	229,642.55	229,642.55	49.92
NET OF REVENUES & EXPENDITURES		127,850.00	12,687.78	147,812.26	(325,454.00)	(229,642.55)	(103,134.83)	31.69

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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 14 - TAX INCREMENT FINANCING								
14-100-3001	CURRENT TAX LEVY	90,000.00	(9,216.61)	309,007.20	200,000.00	0.00	172,763.74	86.38
14-100-3701	INTEREST INCOME	13,500.00	7,654.73	59,290.50	17,000.00	0.00	60,414.32	355.38
14-100-3992	FUND TRANSFER IN	800,000.00	0.00	800,000.00	0.00	0.00	0.00	0.00
14-100-5024	VILLAGE ATTORNEY-BASE	0.00	0.00	0.00	3,000.00	0.00	754.00	25.13
14-100-5092	PROFESSIONAL SERVICES	0.00	0.00	18,500.00	0.00	0.00	0.00	0.00
14-100-5093	PROF SERVICE-FINANCE	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00
14-100-5096	PROF SERVICES-PLANNING	40,000.00	8,149.73	21,449.73	100,000.00	0.00	0.00	0.00
14-100-5322	ENGINEERING SERVICES	100,000.00	35,029.50	51,354.00	55,000.00	0.00	56,919.75	103.49
14-100-6027	MAINT & CONSTRUCTION SUPPLIES	0.00	0.00	0.00	300.00	0.00	0.00	0.00
14-100-8006	STREET IMPROVEMENTS	0.00	0.00	0.00	15,000.00	0.00	13,670.50	91.14
14-100-8012	SEWER REPAIRS	700,000.00	0.00	0.00	700,000.00	0.00	0.00	0.00
14-100-8102	FAÇADE IMPROVEMENT GRANT	45,000.00	0.00	0.00	45,000.00	0.00	0.00	0.00
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Fund 14 - TAX INCREMENT FINANCING:								
TOTAL REVENUES		903,500.00	(1,561.88)	1,168,297.70	217,000.00	0.00	233,178.06	107.46
TOTAL EXPENDITURES		885,000.00	43,179.23	91,303.73	938,300.00	0.00	71,344.25	7.60
NET OF REVENUES & EXPENDITURES		18,500.00	(44,741.11)	1,076,993.97	(721,300.00)	0.00	161,833.81	22.44

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GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 23 - KW 2023 CAPTIAL PROJECTS FUND								
23-100-3701	INTEREST INCOME	75,000.00	4,191.80	86,585.58	75,000.00	0.00	33,800.72	45.07
23-100-3989	OTHER INCOME	0.00	12,000.00	12,000.00	0.00	0.00	0.00	0.00
23-100-5036	PRINTING & PUBLISHING	250.00	0.00	150.00	0.00	0.00	0.00	0.00
23-100-5092	PROFESSIONAL SERVICES	0.00	(155,578.88)	56,254.05	0.00	0.00	0.00	0.00
23-100-7395	FUNDS TRANSFER OUT	800,000.00	0.00	800,000.00	0.00	0.00	1,174,712.00	100.00
23-400-7005	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	(34.00)	100.00
23-400-8006	STREET IMPROVEMENTS	12,000.00	670.00	10,770.96	0.00	0.00	0.00	0.00
23-935-5322	ENGINEERING-WATER	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
23-935-8008	ROAD PROJECTS	1,200,000.00	0.00	0.00	0.00	0.00	0.00	0.00
23-992-8014	STORM SEWER IMPROVEMENTS	0.00	0.00	2,750.00	0.00	0.00	0.00	0.00
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Fund 23 - KW 2023 CAPTIAL PROJECTS FUND:								
TOTAL REVENUES		75,000.00	16,191.80	98,585.58	75,000.00	0.00	33,800.72	45.07
TOTAL EXPENDITURES		2,062,250.00	(154,908.88)	869,925.01	0.00	0.00	1,174,678.00	100.00
NET OF REVENUES & EXPENDITURES		(1,987,250.00)	171,100.68	(771,339.43)	75,000.00	0.00	(1,140,877.28)	1,521.17

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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 26 - LONG-TERM DEBT SERVICE								
26-100-3003	PROPERTY TAX-ANNUAL CAP BOND	1,010,000.00	(45,173.31)	1,024,301.17	999,282.00	0.00	494,344.74	49.47
26-100-3004	PROPERTY TAX-2023 CAP BOND	689,200.00	(33,620.17)	707,700.99	790,000.00	0.00	392,550.30	49.69
26-100-3100	BOND PROCEEDS	6,131,406.54	5,613,045.35	6,131,406.54	600,000.00	0.00	0.00	0.00
26-100-3101	BOND PREMIUM	21,794.85	0.00	21,794.85	20,000.00	0.00	0.00	0.00
26-100-3701	INTEREST	30,000.00	455.60	48,148.29	30,000.00	0.00	21,643.51	72.15
26-100-5026	ADMINISTRATIVE BOND EXPENSES	7,142.50	0.00	7,592.50	1,500.00	0.00	3,122.92	208.19
26-100-5032	COST OF ISSUANCE	11,324.05	0.00	11,324.05	0.00	0.00	0.00	0.00
26-100-7300	PAYMENT TO ESCROW AGENT	0.00	5,605,000.00	5,605,000.00	0.00	0.00	0.00	0.00
26-100-7302	PRINC - ANNUAL CAPITAL BOND	960,000.00	0.00	955,000.00	935,000.00	0.00	0.00	0.00
26-100-7303	PRINCIPAL-SERIES 2013 CAPITAL	5,605,000.00	0.00	0.00	0.00	0.00	0.00	0.00
26-100-7304	PRINCIPAL - SERIES 2023	375,000.00	0.00	375,000.00	390,000.00	0.00	0.00	0.00
26-100-7306	PRINCIPAL - SERIES 2024A	465,000.00	0.00	465,000.00	440,000.00	0.00	0.00	0.00
26-100-7312	INTEREST-ANNUAL CAPITAL BOND	38,000.00	0.00	42,615.55	64,282.00	0.00	40,906.25	63.64
26-100-7313	INTEREST-SERIES 2013 CAP BOND	336,300.00	8,045.35	120,145.35	0.00	0.00	0.00	0.00
26-100-7314	INTEREST- SERIES 2023	225,400.00	0.00	225,400.00	210,400.00	0.00	105,200.00	50.00
26-100-7316	INTEREST - SERIES 2024A	139,968.75	0.00	139,968.75	350,000.00	0.00	175,000.00	50.00
26-100-7395	FUND TRANSFER OUT	390,000.00	0.00	0.00	0.00	0.00	0.00	0.00
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Fund 26 - LONG-TERM DEBT SERVICE:								
TOTAL REVENUES		7,882,401.39	5,534,707.47	7,933,351.84	2,439,282.00	0.00	908,538.55	37.25
TOTAL EXPENDITURES		8,553,135.30	5,613,045.35	7,947,046.20	2,391,182.00	0.00	324,229.17	13.56
NET OF REVENUES & EXPENDITURES		(670,733.91)	(78,337.88)	(13,694.36)	48,100.00	0.00	584,309.38	1,214.78

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
 PERIOD ENDING 12/31/2025  
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 REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 27 - ANNUAL REFUNDING BOND								
27-100-3100	BOND PROCEEDS	360,000.00	0.00	458,150.00	390,000.00	0.00	0.00	0.00
27-100-3701	INTEREST	89,000.00	24,445.83	280,278.44	100,000.00	0.00	172,859.93	172.86
27-100-3989	OTHER INCOME	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-5029	ADMINISTRATIVE BOND EXPENSES	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-7395	TRANSFER OF FUNDS (OUT)	0.00	0.00	0.00	0.00	0.00	3,400,000.00	100.00
27-100-8003	SOFTWARE	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-8004	COMPUTER EQUIPMENT	2,300.00	0.00	1,206.93	10,000.00	0.00	12,781.33	127.81
27-300-5048	OUTSIDE MAINTENANCE	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-300-8007	BLG IMPROVEMENTS & ALTERATIONS	75,300.00	11,888.00	78,478.17	46,000.00	0.00	42,578.44	92.56
27-400-5048	OUTSIDE SERVICE-ROAD STRIPE	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00
27-400-5184	STREET SIGNS	0.00	0.00	1,381.95	0.00	0.00	0.00	0.00
27-400-5322	ENGINEERING SERV.-PUBLIC WORKS	0.00	0.00	7,215.00	0.00	0.00	0.00	0.00
27-400-8002	EQUIPMENT-STREET DEPT	7,000.00	0.00	6,038.00	0.00	0.00	0.00	0.00
27-400-8006	STREET IMPROVEMENTS	8,000.00	0.00	5,797.21	5,000.00	0.00	5,574.50	111.49
27-400-8007	SIDEWALK PROG - ANNUAL	26,000.00	0.00	18,312.50	27,000.00	0.00	27,000.00	100.00
27-400-8008	ROAD PROJECTS	125,000.00	4,493.23	137,401.99	12,000.00	0.00	8,848.11	73.73
27-400-8010	STORM WATER IMPROVEMENTS	0.00	0.00	0.00	16,000.00	0.00	2,542.78	15.89
27-700-8015	CABLING, POSTS, LANTERNS	31,210.00	8,271.00	26,366.00	44,000.00	0.00	34,245.00	77.83
27-900-8002	MACHINERY & EQUIPMENT	37,845.00	0.00	40,363.46	0.00	0.00	0.00	0.00
27-900-8004	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	3,562.82	100.00
27-935-5092	PROFESSIONAL SERVICES	0.00	0.00	13,695.08	0.00	0.00	0.00	0.00
27-935-8002	MACHINERY & EQUIPMENT	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
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Fund 27 - ANNUAL REFUNDING BOND:								
TOTAL REVENUES		459,000.00	24,445.83	738,428.44	490,000.00	0.00	172,859.93	35.28
TOTAL EXPENDITURES		333,355.00	24,652.23	336,256.29	165,000.00	0.00	3,537,132.98	2,143.72
NET OF REVENUES & EXPENDITURES		125,645.00	(206.40)	402,172.15	325,000.00	0.00	(3,364,273.05)	1,035.16

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
 PERIOD ENDING 12/31/2025  
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 REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 28 - 2024A BOND/LAKE FRONT PROJECTS								
28-100-3100	BOND PROCEEDS	1,810,443.46	0.00	1,810,443.46	0.00	0.00	0.00	0.00
28-100-3106	BOND PREMIUM	786,972.65	0.00	786,972.65	0.00	0.00	0.00	0.00
28-100-3701	INTEREST INCOME	15,000.00	9,286.44	52,301.20	40,000.00	0.00	67,258.88	168.15
28-100-3903	GIFTS & CONTRIBUTIONS	10,000.00	0.00	0.00	0.00	0.00	516,535.00	100.00
28-100-3990	FUNDS TRANSFER IN	0.00	0.00	0.00	350,000.00	0.00	350,000.00	100.00
28-100-3992	FUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00	6,474,712.00	100.00
28-100-5024	ATTORNEY FEES	0.00	0.00	0.00	3,000.00	0.00	4,446.00	148.20
28-100-5032	COST OF ISSUANCE	84,775.95	0.00	84,775.95	0.00	0.00	0.00	0.00
28-100-5034	ADMIN BOND EXPENSES	9,331.25	0.00	9,331.25	0.00	0.00	0.00	0.00
28-100-5036	PRINTING AND PUBLISHING	0.00	0.00	0.00	3,000.00	0.00	1,346.97	44.90
28-100-5071	POSTAGE	0.00	0.00	0.00	300.00	0.00	0.00	0.00
28-100-5092	PROFESSIONAL SERVICES	77,550.00	180,708.06	340,715.98	513,000.00	86,510.70	549,446.35	107.10
28-100-6025	OTHER SUPPLIES	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00
28-100-8007	BUILDING IMPROVEMENTS & ALTERA	2,442,759.21	477,519.22	485,519.59	3,665,000.00	477,260.28	1,861,191.16	50.78
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Fund 28 - 2024A BOND/LAKE FRONT PROJECTS:								
TOTAL REVENUES		2,622,416.11	9,286.44	2,649,717.31	390,000.00	0.00	7,408,505.88	1,899.62
TOTAL EXPENDITURES		2,614,416.41	658,227.28	920,342.77	4,188,300.00	563,770.98	2,416,430.48	57.69
NET OF REVENUES & EXPENDITURES		7,999.70	(648,940.84)	1,729,374.54	(3,798,300.00)	(563,770.98)	4,992,075.40	131.43

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 35 - WATER FUND								
35-100-3420	MAINTENANCE FEE	3,600.00	300.00	3,500.00	3,600.00	0.00	3,000.00	83.33
35-100-3432	WATER SERVICE-METERED	740,000.00	65,739.79	778,238.59	750,000.00	(111.15)	788,351.37	105.11
35-100-3435	WATER IMPROVEMENT CHARGE	270,000.00	24,608.95	277,232.16	270,000.00	0.00	253,081.28	93.73
35-100-3701	INTEREST INCOME	16,500.00	4,072.28	39,128.32	20,000.00	0.00	27,425.73	137.13
35-100-3902	SALE OF WATER METERS	3,000.00	0.00	4,550.00	3,200.00	0.00	4,135.00	129.22
35-100-3903	BACKFLOW TESTING REBATE	800.00	2.00	668.00	825.00	0.00	726.00	88.00
35-100-3904	OTHER INCOME	0.00	91.90	598.51	0.00	0.00	0.00	0.00
35-100-4010	REGULAR SALARIES	188,368.00	14,675.87	162,619.65	179,428.00	0.00	163,229.07	90.97
35-100-4011	OVER TIME SALARIES	2,000.00	283.02	1,823.63	2,000.00	0.00	1,934.43	96.72
35-100-4019	MERIT-VACATION BUY BACK	8,250.00	0.00	0.00	6,000.00	0.00	0.00	0.00
35-100-4028	EMPLOYEE BENEFITS-MEDICAL	32,722.00	3,010.69	28,014.17	29,309.00	0.00	22,066.97	75.29
35-100-4029	EMPLOYEE BENEFITS-DENTAL	1,946.00	280.51	1,640.93	1,673.00	0.00	1,027.70	61.43
35-100-4030	EMPLOYEE BENEFITS-LIFE	217.00	10.70	135.78	228.00	0.00	113.64	49.84
35-100-4031	FICA & MEDICARE EMPLOYER	14,563.00	1,266.70	12,364.22	13,880.00	0.00	12,280.70	88.48
35-100-4032	IMRF EMPLOYER	3,827.00	582.40	3,479.43	3,647.00	0.00	1,222.09	33.51
35-100-4033	UNEMPLOYMENT EMPLOYER	407.00	0.00	779.23	800.00	0.00	322.92	40.37
35-100-5022	JULIE FEES	1,500.00	0.00	721.10	543.00	0.00	542.85	99.97
35-100-5036	PRINTING & PUBLISHING	840.00	0.00	864.40	800.00	0.00	515.00	64.38
35-100-5041	TELEPHONE	1,160.00	74.98	867.34	875.00	0.00	905.11	103.44
35-100-5042	CELLULAR TELEPHONE SERVICE	846.00	214.14	2,110.96	2,544.00	0.00	772.54	30.37
35-100-5048	OUTSIDE MAINTENANCE SERVICE	6,900.00	0.00	7,990.25	8,400.00	0.00	10,160.10	120.95
35-100-5049	EQUIPMENT MAINTENANCE	500.00	0.00	0.00	500.00	0.00	0.00	0.00
35-100-5051	MISCELLANEOUS SERVICES	75.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-5054	LABORATORY SERVICES	1,828.00	69.00	1,788.80	1,874.00	0.00	1,980.00	105.66
35-100-5071	POSTAGE	1,750.00	280.00	1,609.00	0.00	0.00	1,693.00	100.00
35-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	7,500.00	680.00	8,504.60	8,715.00	0.00	8,975.70	102.99
35-100-5092	PROFESSIONAL SERVICES	17,350.00	865.00	31,853.60	11,000.00	0.00	19,445.45	176.78
35-100-5093	PROF SERVICE-FINANCE	22,050.00	5,512.50	20,212.50	23,028.00	0.00	18,562.50	80.61
35-100-5100	PROFESSIONAL SERVICES-IT	13,550.00	2,182.34	13,121.94	13,750.00	1,159.39	11,484.34	83.52
35-100-5177	REPAIR/MAINT COMPUTER EQUIP	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-5178	REPAIR/MAINT VEHICLES & EQUIP	1,550.00	0.00	3,385.00	3,700.00	0.00	6,502.48	175.74
35-100-5400	PURCHASE OF POTABLE WATER	240,000.00	25,979.03	255,305.54	255,000.00	0.00	313,318.34	122.87
35-100-6025	OTHER SUPPLIES	400.00	4.48	4.48	0.00	0.00	0.00	0.00
35-100-6027	MAINT & CONSTRUCTION SUPPLIES	1,750.00	581.40	1,096.27	1,250.00	0.00	1,023.23	81.86
35-100-6028	HEATING, ELECT & WATER UTIL	15,000.00	2,062.00	11,963.69	17,706.00	318.20	13,105.06	74.01
35-100-6029	UNIFORMS	576.00	150.94	692.52	0.00	0.00	0.00	0.00
35-100-6033	METER SUPPLIES	9,500.00	0.00	1,841.20	6,000.00	0.00	7,058.76	117.65
35-100-6034	VALVE MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-6037	TOOLS	425.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-7002	FUEL	4,750.00	410.05	1,951.56	4,200.00	0.00	1,843.93	43.90
35-100-7003	RECRUITMENT & TRAINING	2,500.00	0.00	50.00	1,500.00	0.00	530.00	35.33
35-100-7301	BOND PRINCIPAL PAYMENT	220,000.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-7311	BOND INTEREST	50,700.00	0.00	50,700.00	44,100.00	0.00	22,050.00	50.00
35-100-7399	DEPRECIATION	0.00	408,747.05	408,747.05	0.00	0.00	0.00	0.00
35-100-8003	SOFTWARE	12,195.00	1,093.11	16,651.83	16,750.00	4,662.00	34,652.71	206.88
35-100-8004	COMPUTER EQUIPMENT	800.00	0.00	5,212.76	250.00	0.00	109.00	43.60
35-100-8007	BULDING & GROUNDS	4,950.00	1,287.43	2,407.36	1,500.00	0.00	1,613.55	107.57
35-100-8008	CAPITAL OUTLAY	8,000.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-8009	WATER MAIN REPAIRS	45,000.00	7,139.69	50,547.42	40,000.00	0.00	85,741.09	214.35
35-100-8011	WATER METER REPLACEMENTS	10,500.00	0.00	7,212.87	6,000.00	0.00	4,576.77	76.28

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
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 REVENUES AND EXPENDITURES BOOK AS OF 12/03/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 35 - WATER FUND								
	TOTAL REVENUES	1,033,900.00	94,814.92	1,103,915.58	1,047,625.00	(111.15)	1,076,719.38	102.78
	TOTAL EXPENDITURES	958,495.00	477,443.03	1,118,271.08	706,950.00	6,139.59	769,359.03	108.83
	NET OF REVENUES & EXPENDITURES	75,405.00	(382,628.11)	(14,355.50)	340,675.00	(6,250.74)	307,360.35	90.22
	TOTAL REVENUES - ALL FUNDS	18,415,412.50	6,256,651.18	20,798,512.95	10,555,553.00	7,808.85	14,548,490.85	137.83
	TOTAL EXPENDITURES - ALL FUNDS	20,487,865.71	7,160,473.77	16,533,186.38	14,493,853.00	838,781.68	15,054,091.17	103.87
	NET OF REVENUES & EXPENDITURES	(2,072,453.21)	(903,822.59)	4,265,326.57	(3,938,300.00)	(830,972.83)	(505,600.32)	12.84

# Monthly Report

**REPORT DATE:** December 09, 2025  
**TO:** Trustee Tim Ransford  
**FROM:** Acting Chief Don Silva  
**SUBJECT:** Activity Report for November 2025

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## Activity Summary:

During the month of November our officers handled **1,133 calls for service**. They focused on traffic enforcement and crime prevention through high visibility patrols and by conducting vacation watches. One **Part I Offense** was reported in November, which was a **theft under \$300**. There were **no Part II Offenses** reported in November.

Focused Police Activity:

ACTIVITY	MTD	YTD	2024
Traffic Details	88	1,112	1,211
Vacation Watches	83	794	1,242

Kenilworth Traffic and Parking Enforcement:

ACTIVITY	MTD	YTD	2024
Traffic Warning Tickets	38	410	110
Traffic Verbal Warnings	3	152	236
State Traffic Tickets	3	19	29
Parking Warning Tickets	41	648	100
Parking Tickets w/ Fines	29	311	109
Village Ordinance Tickets	0	32	20

## Traffic Enforcement

KPD Officers continue to focus on traffic enforcement throughout the Village, including revisiting the area of Sears school where drivers often use Essex, Warwick, and Abbottsford as northbound thoroughfares to Winnetka Ave. Their efforts netted nearly the same results in activity as the month of October (about an 8% decrease overall).

## Crime Prevention

Our officers conducted (83) vacation watches on homes where the residents requested this important crime prevention service. Kenilworth residents were encouraged to request a vacation watch if they were planning on leaving town for the Thanksgiving holiday. This was conveyed in a public safety announcement published on Constant Contact on November 23rd.

**Significant Training Events Attended**

- Acting Chief Silva attended 4-day New Chiefs of Police Training Conference
- IRMA (Intergovernmental Risk Management Agency) Police Chiefs Steering Committee
- All sworn and non-sworn members attended one-day Tyler Systems Report Writing Training
- SGT and Records Manager attended one-day Tyler Systems Records Management Training

**Public Safety Email Alerts for November:**

Public Safety Announcement- “Away for the Holiday Safety Tips”

Public Safety Announcement- “Snow Event”

Crime Alert- None



## Department of Public Works

### Activity Report

**To:** President Kaz, Village Trustees and Village Manager

**From:** Donald Leicht, Public Work Superintendent

**Date:** December 9, 2025

The following information provides an overview of the activity in the department since the November 17<sup>th</sup> Village Board meeting.

#### Sewers and Streets

- Performed 19 JULIE locate requests
- Performed porous street inspection
- Trouble shot and repaired 11 streetlights
- Laid 2 tons of asphalt
- Removed 2 dead trees
- Planted 5 new trees in Parkway and Village Property
- Watered all newly planted trees in parkway
- Trimmed overhanging trees along sidewalks and roads to prevent damage to plows and sidewalk machine
- Painted crosswalks at school crossing
- Plowed first snow storm of 6 inches
- Removed snow from sidewalks
- Prepped for second snow storm
- Performed tree inspections

#### Water – Distribution

- PRV, Booster Station, Water Tower and Water Plant inspection.
- Monthly bacteria IEPA water sample
- Performed repairs to 22 MTU's and meters
- Performed quarterly water sample
- Performed winter pump inspections and test at booster
- Removed meters and winterized sprinkler systems throughout Village properties

### Buildings/Structures

- Cleaned/disinfected vehicles weekly
- Cleaned and sanitized Public Works building weekly
- Installed garland and wreaths on Green Bay Road
- Holiday lights along Village Hall and train station
- Installed new Holiday greenery in planters at Village Hall and on Green Bay Road
- Repaired leaking hose on tractor
- Changed oil on all Public Works equipment
- Helped install holiday tree in fountain
- Winterized fountain
- Assisted the Park District in installing lights at Kenilworth Club

### Administration

- Input invoices and created purchase orders
- Attended weekly staff meeting
- Attended meetings pertaining to beach improvements
- Completed PW goals
- Completed year end estimates
- Completed staff reviews
- Input 2026 RFBA for salt purchase
- Performed 2 tree inspections
- Performed one concrete driveway apron review
- Performed 1 sewer inspection
- Met with In-liner to discuss completion date and expectations around holidays with regards to clean up.