

REMINDER

The Audit Presentation will be provided by
Brian LeFevre of Sikich, LLP
at the Library Board Meeting
January 24, 2022.

The Annual Financial Report and the
Auditor's Communication to
the Board of Trustees
were previously mailed to the
Library Trustees. Please bring these with
you to the board meeting.



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES MEETING
LIBRARY PROGRAM ROOM
MONDAY, JANUARY 24, 2022
7:00 PM

AGENDA

- A. Call to Order Nancy Conradt, President
- B. Roll Call Diane Kelsey, Secretary
- C. Approval of the Minutes
 - 1. Special Board Meeting – November 22, 2021 (Levy) **ACTION**
 - 2. Board Meeting – November 22, 2021 **ACTION**
- D. Recognition of the Public
- E. Public Comments -- Limited to 3 Minutes
- F. Agenda – Additions/Deletions
- G. Presentation
 - 1. Annual Financial Report (Audit)
Year Ended June 30, 2021 Brian LeFevre, CPA, MBA, Partner
Sikich, LLP
- H. Treasurer's Report Corrine Jakacki-Dattomo, Treasurer
 - 1. Approval of the Bills for December 2021 and
January 2022
 - 2. Financial Statements for November/December 2021
- I. Communications
 - 1. MEMO: Draft Tax Increment Financing (TIF) Plan
And Exhibits for the Proposed City of West Chicago
Downtown 2 TIF District Kane, McKenna & Associates, Inc.
- J. Reports
 - 1. President Nancy Conradt
 - (a) Appointment of a Committee for Semi-Annual
Review of Closed Session Minutes and Executive
Session Tapes
 - 2. Library Director **ATTACHMENT**
 - 3. Department Managers **ATTACHMENT**
 - 4. Policy Committee Frank Fokta
 - 5. Strategic Planning Committee Pat Weninger

K. Unfinished Business

None

L. New Business

1. American Library Association Endorsements
 - (a) Code of Ethics
 - (b) Freedom to Read
 - (c) Freedom to View
 - (d) Library Bill of Rights
 - (e) Public Library Trustee Ethics Statement
2. Face Covering/Mask Use Policy

ACTION

ACTION

ACTION

ACTION

ACTION

ACTION

M. Closed Session

The President may entertain a motion to enter into closed session in accordance with the Illinois Open Meetings Act.

ACTION

N. Return to Open Session

O. Adjournment



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES
SPECIAL MEETING
LIBRARY PROGRAM ROOM
MONDAY, NOVEMBER 22, 2021
6:45 PM

MINUTES

1. Call to Order

Nancy Conradt, President

The meeting was called to order by President Conradt at 6:45 p.m.

2. Roll Call

Diane Kelsey, Secretary

Secretary Kelsey called the roll.

Board Members Present: Richard Bloom, Corrine Jakacki-Dattomo, Diane Kelsey, Frank Fokta, Scott Grotto, Pat Weninger, and Nancy Conradt.

Board Members Absent: None

Library Staff Present: Benjamin Weseloh, Library Director

3. Public Hearing:

Ordinance 21-10: An Ordinance Providing for the Levying and Assessment of Taxes for the West Chicago Public Library District for the Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022 in the amount of \$3,658,000.

President Conradt stated that the reason for the meeting is a public hearing on the Levy Ordinance and invited any questions or comments from the public.

4. Public Comment

No public was present; no public comment was made.

5. Adjournment

The meeting was adjourned at 7:00 p.m. by President Conradt.

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WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, NOVEMBER 22, 2021
7:00 P.M.

A. CALL TO ORDER: President Pro Tem Fokta called the meeting to order at 7:00 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Frank Fokta, President Pro Tem/Vice President; Corrine Jakacki, Treasurer; Diane Kelsey, Secretary; Richard Bloom, member.

STAFF PRESENT: Ben Weseloh, Library Director; Dominique Mendez, Youth Services Manager; Amanda Ghobrial, Adult Services Manager, Omar Nunez, Gabriel Cardenas, Circulation Services Manager, staff.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - October 25, 2021: Ms. Jakacki moved to approve the Minutes of the October 25, 2021, Board Meeting as amended; seconded by Mr. Bloom.

i - Page 4, third full paragraph should read "the Library's Trunk Or Treat is scheduled for..." because it had not yet occurred.

Ii - Page 6, No. 5, the second sentence should read: "Note was made of the fact that community service workers who do service for the library are not employees of the Library."

Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: Michael Guttman, City of West Chicago.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: None.

G. Presentation - Downtown TIF District: Michael Guttman spoke before the Board about the downtown economic development initiatives of the City of West Chicago. At the end of October, the City notified the various taxing districts that it was terminating the downtown TIF district four calendar years, five taxing years early. The goal is to consider a new TIF district starting 2022 and going forward 23 years.

An apartment project had been started on Main Street but was halted with the rise in construction costs, and the property was subsequently foreclosed upon. Two apartment buildings projects are planned for the

central Main Street area, with a total of 260 units. A developer, Grinnell Industries, is asking the City for help to bridge a financing gap of approximately \$9 million. The City has two economic development tools, one is a TIF district, and one is a business improvement district. A business improvement district is an added sales tax, which would not provide the capital needed to repay debt associated with bridging the gap for future development; but a TIF district would.

The City is suggesting to shrink the size of the existing TIF district so the various taxing bodies can take advantage of the new development to the east of City Hall as well as some new development west of downtown. The plan will be presented at a joint review board meeting so the various taxing districts can ask questions of the City's staff and consultants.

The City of West Chicago had received close to \$10 million several years ago as a payout from Kerr-McGee as a result of the thorium contamination in the city; approximately 2 to 3 million dollars remains of those funds.

H. TREASURER'S REPORT:

1. Approval of the Bills for November 2021: Ms. Jakacki moved to approve the bills for November 2021 in the amount of \$215,219.30; seconded by Mr. Bloom.

Roll Call Vote - Yes: Richard Bloom, Corrine Jakacki, Diane Kelsey, Frank Fokta. Motion carried.

2. Financial Statements for October 2021: Mr. Weseloh covered the financials in his Director's Report, as well as the accountant, James Howard provided an oral report for the board.

Mr. Howard provided the following information as part of a financial analysis for the four months ended October 31, 2021.

At 33 percent of the way through the fiscal year, the Library has received 99% of its total revenue budget; and 98% of the property tax budget has been received from DuPage County. Service fees are received at 60%; and \$37,000 has been collected in replacement taxes, which is 6% better than what had been budgeted to start out the year. The Per Capita Grant revenues are 18% better than what was budgeted at \$44,000.

Expenses should be expensed at 33% of the total budget. Administration technology at 64% is due to the work station refresh. Library materials for books and electronic reference annual subscriptions at 50% are front-loaded. Personnel expense is at 31%; IMRF is at 33%.

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In the budget process for next year the Library will want to publish notice and have a hearing in order to capture CPI of 5% or above under the Truth in Taxation Act.

I. COMMUNICATIONS:

1. Early Termination of the Downtown TIF District-City of West Chicago.

J. REPORTS:

1. President: No Report.

2. Library Director: Mr. Weseloh reported he completed the draft MD&A letter which is on the agenda for approval later on in the meeting.

American National Sprinkler was onsite to shut down the irrigation system for the season. Delta Building Technologies was onsite 11/4/21 to address some unresponsive thermostats and cold zones throughout the building.

There was an unplanned power outage in early November from ComEd when they were replacing the transformer on Turner Court. As a result the library was closed from 10:00 a.m. to 2:00 p.m. due to the lack of lighting in the building.

Elara Engineering was onsite 11/19/21 to start the updated facilities assessment. They will be onsite several more times in order to complete their work. The Library supplied Elara with two years of invoices for all of the mechanical, electrical, plumbing, and fire protection work, which Elara had requested. The completed report is expected in late January, early February 2022. The facilities report will help the Library with long-term planning.

The Read & Roll ribbon cutting was held on 11/22/21. The installation starts by the far end of the parking lot near the Fox Community Center and extends on Turner Court toward Washington Street. The books are bilingual, English and Spanish, and will be changed out either monthly or quarterly.

An offer was extended to a candidate for the Youth Services Librarian position, and the individual accepted the offer.

Deployment of the staff computers continues for the designated employees. The arrival of the majority of computer docking stations has been delayed.

3. Department Managers:

Administrative Services: The average open rate for the newsletter grew by 5% from last month. The Facebook account was active with excitement

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about the Trunk Or Treat event. Instagram continues to do very well.

Adult Services: Twelve live virtual and in-person programs were held in October, with a total of 75 people attending. Healthy West Chicago virtual cooking classes continue to draw a good number of participants with 14 people attending these programs. In-person computer classes had 12 attendees in October. Young Adult programs included a total of 89 teenagers over eight programs.

Circulation: 12,875 items were checked out in October, a 52.53% increase from October 2020; 2,989 electronic materials were checked out, a 2.57% increase from 2020. A total of 101 patrons used the self-checkout kiosk and checked out 305 items. The Library registered 79 new patrons for a total of 50,205 patrons. This number represents a 6.81% decrease from October 2020, which is due to removing accounts that have not been used for the last ten years.

Youth Services: Saturday, October 30, the Library's Trunk Or Treat was held outside with almost 1,000 people in attendance, the highest attendance record. The Library distributed 252 full reading kits during the month of October.

Technical Services: In October 2,249 items were added to the collection; 509 items were withdrawn; and 3,129 book plates were viewed via the Illinois Digital Archives.

Purging of patron records is occurring in three parts: First all accounts that have been inactive for the last 10 years; in 2022 accounts that have been inactive for the last 7 years; and in 2023, all accounts that have been inactive for last 5.

4. Policy Committee: Mr. Fokta reported that the Policy Committee met on November 11, 2021 at 6:00 p.m.; and adjourned at 7:01 p.m. The Committee reviewed three policies that were brought back from the last policy meeting; six policies were brought for approval by the Board later on the November agenda.

5. Finance Committee: Ms. Jakacki reported that the Finance Committee met on November 15, 2021, at 6:00 p.m.; and adjourned at 6:09 p.m. The salary schedule was reviewed and was recommended for approval later on the November Agenda.

K. UNFINISHED BUSINESS: None.

L. NEW BUSINESS:

1. FY22 Per Capita Grant Application: Serving Our Public 4.0:
Mr. Weseloh reviewed the Serving Our Public materials by Chapter,

highlighting what the management team feels can be improved upon or be added to what the library is currently doing. Some highlights include:

Chapter 2: Trustees would be more able to attend ILA trustee training sessions if the trainings were held during weekends or evenings rather than during the week days.

Chapter 4: A better understanding of ADA requirements could be achieved through planned trainings; and way-finding and internal signage can be approved.

Chapter 6: Emergency training for various events could be improved upon.

Chapter 9: The Library provides access to local ordinances and codes for municipalities, and will be providing Minutes to local government meetings for school and municipal board meetings for easy access for the patrons. Mr. Weseloh is the chair of the WeGo Together steering committee.

Chapter 12: Patron self-checkout functionality has been achieved. The potential for adaptive technologies that might meet the needs of persons with disabilities and specific populations will be reviewed.

Chapter 13: State, local, and federal officials visiting the library has been an ongoing process and some visits have been accomplished. Mr. Weseloh recommends that the Library do an annual walk-through of the building each January, for board and staff, prior to the January board meeting.

The staff is working on the new Strategic Plan; and the Library is going to orient new staff and new board members on the Library's history, funding sources, strategic plan, programs and services. The library uses most every publicity method, but has not used a billboard for advertising as there are few if any in the community. The Technology Plan will be a three- to five-year plan.

2. Ordinance 21-10, An Ordinance Providing for the Levying and Assessment of Taxes by the West Chicago Public Library District for the Fiscal Year Beginning July 1, 2021, and Ending June 30, 2022 in the Amount of \$3,658,000.

Ms. Jakacki moved to approve Ordinance 21-10, An Ordinance Providing for the Levying and Assessment of Taxes by the West Chicago Public Library District for the Fiscal Year Beginning July 1, 2021 and ending June 30, 2022, in the Amount of \$3,658,000; seconded by Mr. Bloom.

Roll Call Vote - Yes: Richard Bloom, Frank Fokta Corrine Jakacki, Diane Kelsey. Motion carried.

3. Salary Schedule for 2022: Ms. Jakacki stated the Finance Committee recommends that the Board of Trustees adopts the Salary Schedule as presented in the packet. The Schedule will have to be reevaluated in 2023 as the minimum wage continues to move up. The minimums and

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midpoints all have to be raised accordingly.
Motion carried by unanimous voice vote.

4. Approval of Management's Discussion & Analysis (MD&A): Ms. Jakacki moved to approve the Management's Discussion & Analysis letter; seconded by Ms. Kelsey.
Motion carried by unanimous voice vote.

5. Personal Auto Use While on Library Business Policy with Acknowledgment Form: Mr. Fokta reported that the policy was sent to the Library's attorney for review; the only change was on the back page they removed the date. The Policy Committee recommends the Board approve the Personal Auto Use While on Library Business policy.
Motion carried by unanimous voice vote.

6. The Library Photography and Video Policy: Mr. Fokta stated the Policy Committee recommends that the Board approve this policy, which is a brand-new policy.
Mr. Fokta stated the Committee had a good amount of discussion regarding personal privacy, the ability of people to take pictures with or without permission, and what is an expectation of privacy. The Library's attorney reviewed the policy.
Motion carried by unanimous voice vote.

7. Library COVID-19 Face Covering Policy: Attorney Ritzman reviewed the policy. Discussion was had regarding whether to include Lines 36 through 38 or Lines 39 through 41.

Mr. Bloom moved to accept the Library COVID-19 Face Covering policy; seconded by Ms. Jakacki. Mr. Fokta suggested the policy be sent back to the Policy Committee to rework the last sentence.
Roll Call Vote - No: Richard Bloom, Frank Fokta, Diane Kelsey. Yes: Corrine Jakacki. The policy will be sent back to the Policy Committee for further review.

8. Drug and Alcohol-Free Library Policy: Mr. Fokta stated no changes were made to the policy, and the Policy Committee recommends that the Board approve the Drug and Alcohol-Free Policy with no changes.
Motion carried by unanimous voice vote.

9. Fund Balance Policy: Mr. Fokta reported that the Policy Committee recommends the Fund Balance Policy be approved by the Board. The only changes were to remove Lines 64 through 75.
Motion carried by unanimous voice vote.

10. Investment of Public Funds Policy: Mr. Fokta stated the Policy Committee recommends that the Board approve the Investment of Public

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Funds Policy with no changes.

Motion carried by unanimous voice vote.

11. Reference Policy: Mr. Fokta stated the Policy Committee recommends that the Board approve the Reference Policy with no changes in the policy.

Motion carried by unanimous voice vote.

12. Smoke-Free Library Policy: Mr. Fokta stated the Policy Committee recommends that the Smoke-Free Library Policy be approved with no changes to the policy.

Motion carried by unanimous voice vote.

13. Sick Leave Section of the Personnel Handbook: The Policy Committee recommended that the Board approve the Sick Leave Section of the Personal Handbook on Page 63, in blue, " A medical certificate or physician's statement may be required for an absence consisting of three or more consecutive days or any time that an absence recurs frequently or habitually." This sentence had always been in the personnel handbook, but when the handbook was redone, the sentence was somehow omitted.

Motion carried by unanimous voice vote.

14. Resolution 21-04: A Resolution to Revise Resolution 20-02 And Establish the Revised Library Closing Schedule for 2021.

Mr. Bloom moved to approve Resolution 21-04, A Resolution to Revise 20-02 And Establish the Revised Library Closing Schedule for 2021; seconded by Ms. Jakacki.

Motion carried by unanimous voice vote.

M. CLOSED SESSION: No closed session was held.

N. RETURN TO OPEN SESSION: No return to open session needed.

O. ADJOURNMENT: President Pro Tem Fokta adjourned the meeting at 8:32 p.m.

WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING DATE: January 24, 2022

FINANCIAL STATEMENT DATE: November 30, 2021

Payroll dated:

11/12/2021	Net Payroll	\$	31,497.18
	Federal Liability Payment	\$	9,175.51
	State Liability Payment	\$	1,948.92
	Paylocity Fee	\$	138.96
11/26/2021	Net Payroll	\$	32,689.21
	Federal Liability Payment	\$	9,530.10
	State Liability Payment	\$	2,018.98
	Paylocity Fee	\$	316.17
	Net Payroll	\$	-
	Federal Liability Payment	\$	-
	State Liability Payment	\$	-
	Paylocity Fee	\$	-

TOTAL		\$	87,315.03
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State Bank of IL

Operating - Manual Cks	Check No.	\$	21,088.28
Operating - System Cks	Check No.	\$	81,045.03
Operating - Credit Card	Check No.	\$	1,475.68
Librarian's Petty Cash	Check No.	\$	-

TOTAL		\$	103,608.99
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Total Bills for Approval		\$	190,924.02
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Board Approval

Signature: _____

Board Approval Date: _____

9:42 AM

12/18/21

West Chicago Public Library District
Check Detail
 November 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	BP11...	11/10/2021	IMRF		10300 · FNBC Bank...		-20,716.58
					21040 · IMRF	-20,716.58	20,716.58
TOTAL						-20,716.58	20,716.58
Bill Pmt -Check	BP11...	11/18/2021	AFLAC Ins.		10300 · FNBC Bank...		-25.20
Bill	Oct. 2...	11/01/2021			41110 · INS-HEALT...	-25.20	25.20
TOTAL						-25.20	25.20
Bill Pmt -Check	BP11...	11/30/2021	Employee Benefits ...		10300 · FNBC Bank...		-346.50
Bill	Nov. 2...	11/01/2021			41110 · INS-HEALT...	-346.50	346.50
TOTAL						-346.50	346.50

West Chicago Public Library District

Bills Total

As of December 18, 2021

	Type	Date	Num	Memo	Split	Amount
Accurate Office Supplies						
	Bill	11/09/2021	556117	Hanging File Folder Tags	41334 · OFFICE SUPPLIES GENERAL	1.29
	Bill	11/16/2021	556674	Towels/Eraser	-SPLIT-	139.21
	Bill	11/18/2021	556826	Misc.	41334 · OFFICE SUPPLIES GENERAL	595.31
	Bill	11/30/2021	557429	Coffee/Tea	41334 · OFFICE SUPPLIES GENERAL	13.29
	Bill	12/01/2021	557648	Binder Clips	41334 · OFFICE SUPPLIES GENERAL	21.06
	Bill	12/03/2021	557893	Towels/Trash Liners	45115 · JANITORIAL SUPPLIES	234.69
Total Accurate Office Supplies						1,004.85
Alarm Detection Systems						
	Bill	12/05/2021	204101-1061	January-March	45160 · CONTRACT INSPECTION & MAINTENAN	271.92
Total Alarm Detection Systems						271.92
Amazon Capital Services						
	Credit	12/01/2021	1YKG-JGKR-33GP	Misc.	41348 · CIRCULATION SERVICES SUPPLIES	-14.99
	Bill	11/06/2021	1XCM-NRH6-LMCT	Misc.	44145 · EVENTS AND OUTREACH	16.98
	Bill	11/08/2021	1DPP-RQ4Q-JYWW	X-ACTO Knife	41348 · CIRCULATION SERVICES SUPPLIES	21.29
	Bill	11/08/2021	14D6-YGCF-6FP4	Misc.	42320 · AV MATERIALS-ADULT	147.51
	Bill	11/08/2021	14D6-YGCF-61XX	HDMI Cable Adapter	42445 · IT EQUIPMENT/UPGRADES-PUBLIC	123.90
	Bill	11/09/2021	1PJP-YLLD-1VY3	DVD Carrying Case	42500 · PROCESSING-TECHNICAL SERVICES	18.99
	Bill	11/09/2021	1VPD-W9FJ-3GLT	Light Box	44130 · PROGRAMS-YOUNG ADULT	33.96
	Bill	11/13/2021	1JG9-LQ33-C7PM	Misc.	44145 · EVENTS AND OUTREACH	33.98
	Bill	11/13/2021	1K4J-QDNP-F1DX	Misc.	44145 · EVENTS AND OUTREACH	152.02
	Bill	11/14/2021	1DR7-FDYV-QDLG	Cardstock and Cutting Mat	41348 · CIRCULATION SERVICES SUPPLIES	35.84
	Bill	11/14/2021	16GT-MGG3-Y9D9	Hotspot Traveling Case	42500 · PROCESSING-TECHNICAL SERVICES	14.99
	Bill	11/16/2021	134R-GHJL-KJYY	Laminating Pouches	44140 · PROGRAMS-YOUTH	33.99
	Bill	11/17/2021	1RWL-ND4J-7HTF	Books	44140 · PROGRAMS-YOUTH	68.90
	Bill	11/17/2021	1YKW-D4GY-PJPL	Stamp	41348 · CIRCULATION SERVICES SUPPLIES	36.85
	Bill	11/17/2021	19QF-GGFX-H739	Misc.	44130 · PROGRAMS-YOUNG ADULT	35.30
	Bill	11/18/2021	14NW-WTWX-RJTV	Misc.	44140 · PROGRAMS-YOUTH	358.26
	Bill	11/18/2021	1XD4-KMX3-3QJ7	Books for Dist. 33	42140 · BOOKS-YOUTH	69.90
	Bill	11/18/2021	13TD-VLG9-1V7P	Books for Dist. 33	42140 · BOOKS-YOUTH	62.91
	Bill	11/21/2021	1Q6G-3CPQ-MY9P	Erasers	41334 · OFFICE SUPPLIES GENERAL	4.09
	Bill	11/21/2021	11YW-6MCG-HK4Y	Misc.	42500 · PROCESSING-TECHNICAL SERVICES	66.49
	Bill	11/29/2021	1RYL-JPNL-RRDJ	Cellophane/Batteries	-SPLIT-	17.52
	Bill	11/30/2021	1YD7-TX1P-TLMQ	Toner	41334 · OFFICE SUPPLIES GENERAL	83.90
	Bill	11/30/2021	1KFQ-1KDX-MHFV	Paper Bags/Labels	44120 · PROGRAMS-ADULT	99.94
	Bill	11/30/2021	1X9C-VMVM-DM1P	Toner Cartridge	41334 · OFFICE SUPPLIES GENERAL	110.50
	Bill	12/01/2021	1WKC-HYQK-DLH6	Books	42140 · BOOKS-YOUTH	15.98

West Chicago Public Library District

Bills Total

As of December 18, 2021

	Type	Date	Num	Memo	Split	Amount
Total Amazon Capital Services						1,649.00
American National Sprinkler & Lighting Co						
	Bill	11/01/2021	392146	Winterize Sprinkler System	45160 · CONTRACT INSPECTION & MAINTENAN	175.00
Total American National Sprinkler & Lighting Co						175.00
Anderson Elevator Co.						
	Bill	12/01/2021	50831-C0N4	December	45160 · CONTRACT INSPECTION & MAINTENAN	165.00
Total Anderson Elevator Co.						165.00
Andy Frain						
	Bill	10/31/2021	310228	October	45112 · SECURITY SERVICE	1,939.03
	Bill	11/30/2021	311750	November	45112 · SECURITY SERVICE	1,979.01
Total Andy Frain						3,918.04
Baker & Taylor						
	Bill	11/01/2021	2036314238	Ebooks	42320 · AV MATERIALS-ADULT	82.50
	Bill	12/01/2021	2036382205	Ebooks	42320 · AV MATERIALS-ADULT	129.99
Total Baker & Taylor						212.49
Beacon News						
	Bill	11/28/2021		Through 1/23/22	42210 · PERIODICALS	76.32
Total Beacon News						76.32
Buck Services						
	Bill	10/31/2021	55439	October	45110 · JANITORIAL SERVICE	390.00
	Bill	11/30/2021	55636	November	45110 · JANITORIAL SERVICE	260.00
Total Buck Services						650.00
Cengage Learning						
	Bill	11/03/2021	76139068	Books	42120 · BOOKS-ADULT	122.36
	Bill	11/09/2021	76162557	Books	42120 · BOOKS-ADULT	30.39
	Bill	11/16/2021	76187927	Books	42120 · BOOKS-ADULT	30.39
	Bill	11/18/2021	76199532	Books	42120 · BOOKS-ADULT	30.39
Total Cengage Learning						213.53
City of West Chicago						
	Bill	12/01/2021		Reading Date 9/5/21-11/4/21	45340 · UTILITIES-WATER	607.02
Total City of West Chicago						607.02
Comcast						
	Bill	11/22/2021		11/29/21-12/28/21	42405 · INTERNET SERVICES	471.36
	Bill	12/17/2021		12/29/21-1/28/22	42405 · INTERNET SERVICES	471.36
Total Comcast						942.72
ComEd						

West Chicago Public Library District Bills Total

As of December 18, 2021

	Type	Date	Num	Memo	Split	Amount
	Bill	11/11/2021		10/12/21-11/10/21	45320 · UTILITIES-ELECTRIC	1,556.35
Total ComEd						1,556.35
De Lage Landen Financial						
	Bill	11/29/2021	74636563	12/1/21-12/31/21	41336 · OFFICE EQUIPMENT	1,626.54
Total De Lage Landen Financial						1,626.54
Delta Building Technologies						
	Bill	11/01/2021	001285	11/1/21-11/31/22	45160 · CONTRACT INSPECTION & MAINTENAN	1,560.50
Total Delta Building Technologies						1,560.50
Demco						
	Bill	11/11/2021	7039846	Covers/Tape	42500 · PROCESSING-TECHNICAL SERVICES	336.25
Total Demco						336.25
EBSCO						
	Bill	12/13/2021	2202492	Supplimental	42210 · PERIODICALS	87.98
Total EBSCO						87.98
Efficiency Reporting						
	Bill	11/16/2021	19002er	October Meeting	45605 · PROF SERVICES-SECRETARIAL	270.75
Total Efficiency Reporting						270.75
Flood Brothers						
	Bill	12/07/2021	5879338	December	45350 · UTILITIES-TRASH	53.56
Total Flood Brothers						53.56
FNBC Bank and Trust						
	Bill	12/18/2021		Nov CC Purchase 11/3 - 12/2/2021	-SPLIT-	1,475.68
Total FNBC Bank and Trust						1,475.68
Gehrke Technology Group						
	Bill	12/08/2021	215671	December	45150 · HVAC R & M	125.00
Total Gehrke Technology Group						125.00
Governmental Accounting, Inc.						
	Bill	12/01/2021	59092	December	45520 · ACCOUNTING	1,575.00
Total Governmental Accounting, Inc.						1,575.00
Grant and Power Landscaping						
	Bill	11/19/2021	149775	November	45120 · SNOW REMOVAL	3,620.00
	Bill	12/01/2021	150017	December	45120 · SNOW REMOVAL	3,620.00
Total Grant and Power Landscaping						7,240.00
Image Systems & Business Solutions						
	Bill	11/19/2021	347993	11/17/21-12/16/22	41336 · OFFICE EQUIPMENT	464.69
Total Image Systems & Business Solutions						464.69

West Chicago Public Library District
Bills Total

As of December 18, 2021

	Type	Date	Num	Memo	Split	Amount
Ingram Library Services						
	Bill	11/01/2021	55614537	Books	42140 · BOOKS-YOUTH	20.31
	Bill	11/01/2021	55614538	Books	-SPLIT-	469.58
	Bill	11/01/2021	55614539	Books	42120 · BOOKS-ADULT	918.61
	Bill	11/01/2021	55614540	Books	42120 · BOOKS-ADULT	77.41
	Bill	11/02/2021	55634536	Books	42120 · BOOKS-ADULT	410.26
	Bill	11/02/2021	55645584	Books	42120 · BOOKS-ADULT	52.48
	Bill	11/03/2021	55671287	Books	42140 · BOOKS-YOUTH	11.28
	Bill	11/04/2021	55685246	Books	42140 · BOOKS-YOUTH	5.64
	Bill	11/04/2021	55685247	Books	42120 · BOOKS-ADULT	37.72
	Bill	11/04/2021	55685248	Books	42120 · BOOKS-ADULT	39.55
	Bill	11/04/2021	55696531	Books	42120 · BOOKS-ADULT	28.81
	Bill	11/08/2021	55743038	Books	42120 · BOOKS-ADULT	12.99
	Bill	11/08/2021	55743039	Books	42500 · PROCESSING-TECHNICAL SERVICES	5.25
	Bill	11/08/2021	55743040	Books	42120 · BOOKS-ADULT	250.30
	Bill	11/08/2021	55743041	Books	42120 · BOOKS-ADULT	16.92
	Bill	11/08/2021	55743042	Books	42120 · BOOKS-ADULT	15.26
	Bill	11/08/2021	55743043	Books	42120 · BOOKS-ADULT	15.26
	Bill	11/08/2021	55743044	Books	42120 · BOOKS-ADULT	114.73
	Bill	11/10/2021	55791150	Books	42120 · BOOKS-ADULT	179.98
	Bill	11/11/2021	55815319	Books	42140 · BOOKS-YOUTH	10.16
	Bill	11/11/2021	55815320	Books	42120 · BOOKS-ADULT	31.06
	Bill	11/11/2021	55823592	Books	42140 · BOOKS-YOUTH	8.47
	Bill	11/12/2021	55850212	Books	42120 · BOOKS-ADULT	6.59
	Bill	11/15/2021	55871730	Books	42120 · BOOKS-ADULT	146.86
	Bill	11/15/2021	55871731	Books	42120 · BOOKS-ADULT	20.34
	Bill	11/15/2021	55871732	Books	42120 · BOOKS-ADULT	81.95
	Bill	11/15/2021	55871733	Books	42120 · BOOKS-ADULT	175.13
	Bill	11/16/2021	55893937	Books	-SPLIT-	27.41
	Bill	11/17/2021	55924287	Books	42120 · BOOKS-ADULT	69.31
	Bill	11/22/2021	56018141	Books	42120 · BOOKS-ADULT	358.92
	Bill	11/22/2021	56018142	Books	42120 · BOOKS-ADULT	48.58
	Bill	11/22/2021	56018143	Books	42120 · BOOKS-ADULT	32.76
	Bill	11/23/2021	56050384	Books	-SPLIT-	144.29
	Bill	11/24/2021	56080538	Books	42120 · BOOKS-ADULT	92.94
	Bill	11/24/2021	56091114	Books	-SPLIT-	64.64
	Bill	11/24/2021	56091115	Books	42140 · BOOKS-YOUTH	9.57

West Chicago Public Library District

Bills Total

As of December 18, 2021

Type	Date	Num	Memo	Split	Amount
Bill	11/26/2021	56122203	Books	42120 · BOOKS-ADULT	55.00
Bill	11/29/2021	56153474	Books	42120 · BOOKS-ADULT	153.50
Bill	11/29/2021	56153475	Books	42120 · BOOKS-ADULT	15.82
Total Ingram Library Services					4,235.64
Jaclyn Latham					
Bill	12/16/2021		UPS Return	41338 · POSTAGE	19.44
Total Jaclyn Latham					19.44
Libraries First					
Bill	12/09/2021	8119	Museum Adventure Pass 2022	44120 · PROGRAMS-ADULT	275.00
Total Libraries First					275.00
LIMRICC					
Bill	12/07/2021		December	41110 · INS-HEALTH, DENTAL, LIFE, FSA	13,620.75
Total LIMRICC					13,620.75
LIMRICC-UCGA					
Bill	11/10/2021		3Q 2021 Unemployment Ins. Pmnt	41130 · UNEMPLOYMENT COMPENSATION	192.78
Total LIMRICC-UCGA					192.78
Midwest Mechanical					
Bill	11/18/2021	112125117	Service Call #2111-0837	45150 · HVAC R & M	332.89
Bill	12/01/2021	121341	December	45150 · HVAC R & M	897.00
Bill	12/06/2021	112125590	Service Call 2111-1260	45150 · HVAC R & M	570.89
Total Midwest Mechanical					1,800.78
Midwest Tape					
Bill	11/01/2021	501192239	AV Materials	42340 · AV MATERIALS-YOUTH	56.22
Bill	11/09/2021	501246311	AV Materials	42330 · AV MATERIALS-YOUNG ADULT	52.99
Bill	11/09/2021	501246312	AV Materials	42320 · AV MATERIALS-ADULT	44.98
Bill	11/09/2021	501246313	AV Materials	42340 · AV MATERIALS-YOUTH	14.99
Bill	11/09/2021	501246314	AV Materials	42320 · AV MATERIALS-ADULT	35.57
Bill	11/09/2021	501246316	AV Materials	42320 · AV MATERIALS-ADULT	274.93
Bill	11/09/2021	501246317	AV Materials	42320 · AV MATERIALS-ADULT	44.99
Bill	11/15/2021	501276644	AV Materials	42320 · AV MATERIALS-ADULT	279.93
Bill	11/15/2021	501276645	AV Materials	42320 · AV MATERIALS-ADULT	13.49
Bill	11/15/2021	501276646	AV Materials	42320 · AV MATERIALS-ADULT	24.98
Bill	11/22/2021	501309927	AV Materials	42320 · AV MATERIALS-ADULT	34.99
Bill	11/22/2021	501309928	AV Materials	42320 · AV MATERIALS-ADULT	90.73
Bill	11/29/2021	501339049	AV Materials	42320 · AV MATERIALS-ADULT	33.73
Bill	11/29/2021	501339090	AV Materials	42320 · AV MATERIALS-ADULT	180.96
Bill	11/29/2021	501339091	AV Materials	42320 · AV MATERIALS-ADULT	11.99

West Chicago Public Library District

Bills Total

As of December 18, 2021

Type	Date	Num	Memo	Split	Amount
Bill	11/29/2021	501339093	AV Materials	42340 · AV MATERIALS-YOUTH	14.99
Bill	11/29/2021	501339094	AV MaterialsAV Materials	42320 · AV MATERIALS-ADULT	379.31
Total Midwest Tape					1,589.77
Morgan Birge & Associates					
Bill	12/01/2021	64893	December	41415 · PHONE SYSTEM	120.00
Total Morgan Birge & Associates					120.00
NCPERS					
Bill	12/10/2021		Insurance	41110 · INS-HEALTH, DENTAL, LIFE, FSA	32.00
Total NCPERS					32.00
Nicor					
Bill	12/07/2021		11/03/21-12/03/21	45310 · UTILITIES-GAS	882.26
Total Nicor					882.26
Orkin Pest Control					
Bill	11/17/2021	219922635	November	45155 · GENERAL BLDG SERVICES	75.58
Bill	12/15/2021	221302604	December	45155 · GENERAL BLDG SERVICES	75.58
Total Orkin Pest Control					151.16
OverDrive					
Bill	11/13/2021	21455937	Ebooks	42120 · BOOKS-ADULT	95.00
Bill	11/13/2021	21455936	Ebooks	42120 · BOOKS-ADULT	60.75
Bill	11/24/2021	21469416	Ebooks	42140 · BOOKS-YOUTH	526.94
Bill	12/01/2021	21479362	Ebooks	42320 · AV MATERIALS-ADULT	874.92
Total OverDrive					1,557.61
Paddock Publications					
Bill	11/14/2021	198107	Tax Levy	45610 · LEGAL NOTICES AND ADS	257.60
Total Paddock Publications					257.60
Peerless Network					
Bill	12/15/2021		12/15/21-01/14/22	45330 · UTILITIES-TELEPHONE	723.80
Total Peerless Network					723.80
Rails					
Bill	12/03/2021	8742	Gale Virtual Reference Library	42112 · REFERENCE-ELECTRONIC	82.50
Total Rails					82.50
Sikich LLP					
Bill	11/15/2021	I427342	December	41420 · TECHNOLOGY MANAGEMENT	563.00
Bill	11/15/2021	I427404	Docking Station	41400 · IT EQUIPMENT UPGRADES-STAFF	300.00
Bill	11/19/2021	N426831	HP DL380 G7 Server 1/5/22-1/5/23	41425 · WARRANTIES/EXTENDED CARE	788.00
Bill	11/23/2021	MS428236	December	41420 · TECHNOLOGY MANAGEMENT	4,412.00

West Chicago Public Library District

Bills Total

As of December 18, 2021

	Type	Date	Num	Memo	Split	Amount
	Bill	12/07/2021	I428879	Support Onsite/Remote	41400 · IT EQUIPMENT UPGRADES-STAFF	19,646.00
Total Sikich LLP						25,709.00
Sprint						
	Bill	11/21/2021		10/18/21-11/17/21	45330 · UTILITIES-TELEPHONE	293.22
Total Sprint						293.22
Unique Management Services						
	Bill	12/01/2021	607739	November Placements	41346 · MATERIALS & RESOURCE RECOVERY	116.35
Total Unique Management Services						116.35
Very Smart People LLC						
	Bill	12/01/2021		Cutting Cable Cord	44120 · PROGRAMS-ADULT	200.00
Total Very Smart People LLC						200.00
VISOgraphic						
	Bill	11/16/2021	230217	Program Guide Printing	44245 · PROGRAM GUIDE	2,627.18
Total VISOgraphic						2,627.18
Western DuPage Chamber of Commerce						
	Bill	11/29/2021	12240	Annual Membership	41330 · ASSOCIATION DUES	275.00
Total Western DuPage Chamber of Commerce						275.00
Xtreme Environmental Solutions						
	Bill	12/10/2021	83WCL	December 2021	45350 · UTILITIES-TRASH	25.00
Total Xtreme Environmental Solutions						25.00
TOTAL						81,045.03

West Chicago Public Library District
Bills Total (Credit Card)
 As of December 18, 2021

Type	Date	Num	Memo	Open Balance
Adobe Inc.				
Credit Card Charge	11/14/2021		Creative Cloud	31.86
Credit Card Charge	11/14/2021		Creative Cloud	31.86
Credit Card Charge	11/18/2021		Subscription	13.80
Total Adobe Inc.				77.52
American Library Association				
Credit Card Charge	11/22/2021		Strategic Planning for Libraries	60.50
Credit Card Charge	11/18/2021		D. Mendez	278.00
Total American Library Association				338.50
Dollar Tree Store				
Credit Card Charge	11/17/2021		Nesting Measuring Spoons	72.00
Total Dollar Tree Store				72.00
Dominos Pizza				
Credit Card Charge	11/24/2021		Staff Lunch	98.43
Total Dominos Pizza				98.43
HR Source				
Credit Card Charge	11/09/2021		Emergency Preparedness	75.00
Total HR Source				75.00
Kindred Coffee Roasters				
Credit Card Charge	11/18/2021		Gift Cards	50.00
Total Kindred Coffee Roasters				50.00
Menards				
Credit Card Charge	11/18/2021		Misc.	20.81
Credit Card Charge	11/18/2021		Misc.	54.91
Total Menards				75.72
Michaels				
Credit Card Charge	11/05/2021		Misc.	40.84
Credit Card Charge	11/29/2021		Misc.	119.93
Total Michaels				160.77
Murphy Ace Hardware				
Credit Card Charge	11/19/2021		Misc.	22.43
Total Murphy Ace Hardware				22.43
Oriental Trading Company				
Credit Card Charge	11/18/2021		Misc.	301.28
Total Oriental Trading Company				301.28
St. Vincent de Paul				
Credit Card Charge	11/10/2021		Misc.	25.86
Total St. Vincent de Paul				25.86
Target				
Credit Card Charge	12/01/2021		Misc.	39.76
Credit Card Charge	12/01/2021		Misc.	33.95
Total Target				73.71

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West Chicago Public Library District
Bills Total (Credit Card)
As of December 18, 2021

Type	Date	Num	Memo	Open Balance
Walmart				
Credit Card Charge	11/11/2021		Misc.	30.47
Credit Card Charge	11/11/2021		Misc.	70.40
Credit Card Credit	12/01/2021		Misc.	-40.54
Credit Card Charge	12/01/2021		Misc.	44.13
Total Walmart				104.46
TOTAL				1,475.68

WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING DATE: January 24, 2022

FINANCIAL STATEMENT DATE: December 31, 2021

Payroll dated:

12/10/2021	Net Payroll	\$	32,418.35
	Federal Liability Payment	\$	9,492.04
	State Liability Payment	\$	2,008.43
	Paylocity Fee	\$	163.24
12/23/2021	Net Payroll	\$	34,467.48
	Federal Liability Payment	\$	10,247.57
	State Liability Payment	\$	2,138.71
	Paylocity Fee	\$	314.70
	Net Payroll	\$	-
	Federal Liability Payment	\$	-
	State Liability Payment	\$	-
	Paylocity Fee	\$	-

TOTAL		\$	91,250.52
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State Bank of IL			
Operating - Manual Cks	Check No.	\$	14,363.69
Operating - System Cks	Check No.	\$	58,447.49
Operating - Credit Card	Check No.	\$	1,009.55
Librarian's Petty Cash	Check No.	\$	-

TOTAL		\$	73,820.73
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Total Bills for Approval		\$	165,071.25
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Board Approval

Signature: _____

Board Approval Date: _____

West Chicago Public Library District

Check Detail

November 2021

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
	Check	BP121421	12/14/2021	IMRF		21040 · IMRF	-14,241.99	14,241.99
TOTAL							-14,241.99	14,241.99
	Check	BP121721	12/17/2021	AFLAC Ins.		41110 · INS-HEALTH, DENTAL, LIFE, FSA	-25.20	25.20
TOTAL							-25.20	25.20
	Check	BP123021	12/30/2021	Employee Benefits Corporation		41110 · INS-HEALTH, DENTAL, LIFE, FSA	-96.50	96.50
TOTAL							-96.50	96.50
TOTAL								14,363.69

West Chicago Public Library District

Bills Total

As of January 19, 2022

	Type	Date	Num	Memo	Split	Amount
4 Imprint						
	Bill	12/21/2021	9579675	Foldable Headphones	44135 · PROGRAMS-SUMMER READING	645.01
	Bill	12/23/2021	9585338	Can Coolers	44240 · PROMO MATERIALS-YOUTH	280.44
Total 4 Imprint						925.45
Accurate Office Supplies						
	Bill	12/17/2021	559196	Icemelt	45115 · JANITORIAL SUPPLIES	179.25
	Bill	12/20/2021	559326	Can Liners	45115 · JANITORIAL SUPPLIES	126.42
	Bill	12/21/2021	559451	Tissue/Towels/Disinfectant	45115 · JANITORIAL SUPPLIES	546.98
	Bill	01/05/2022	560178	Labels/Envelopes	41334 · OFFICE SUPPLIES GENERAL	66.36
Total Accurate Office Supplies						919.01
Amazon Capital Services						
	Credit	12/15/2021	1XFP-DM6H-CPPG	Misc.	44140 · PROGRAMS-YOUTH	-22.86
	Bill	12/05/2021	113L-936W-FV7Y	Misc.	44120 · PROGRAMS-ADULT	129.35
	Bill	12/05/2021	1XNF-9VFK-Q3P7	Misc.	44140 · PROGRAMS-YOUTH	21.43
	Bill	12/12/2021	1MMV-PFHW-X9RF	Dry Erase Markers	41334 · OFFICE SUPPLIES GENERAL	25.09
	Bill	12/12/2021	1WGG-KHVV-WMLY	Misc.	44140 · PROGRAMS-YOUTH	6.26
	Bill	12/12/2021	1F67-7QGW-4F7R	Misc.	44140 · PROGRAMS-YOUTH	159.18
	Bill	12/13/2021	1NPP-3LYM-6NCT	Keyboard	41348 · CIRCULATION SERVICES SUPPLIES	129.99
	Bill	12/14/2021	11R1-DKXM-XXPR	Surge Protector	41334 · OFFICE SUPPLIES GENERAL	24.50
	Bill	12/14/2021	1VJG-K6M9-X1RW	Christmas Cards	41342 · ADMINISTRATIVE MISC	20.40
	Bill	12/14/2021	11R1-DKXM-MF3D	Laminating Pouches	41334 · OFFICE SUPPLIES GENERAL	65.98
	Bill	12/18/2021	1HFQ-DJP9-D47M	Apple Pencil	44130 · PROGRAMS-YOUNG ADULT	99.00
	Bill	12/19/2021	1RNG-FVfy-3347	Tea	44120 · PROGRAMS-ADULT	17.81
	Bill	12/19/2021	1YTQ-NTRK-J9DW	Misc.	44140 · PROGRAMS-YOUTH	32.45
	Bill	12/19/2021	1MWK-RTYJ-LTKH	Misc.	44140 · PROGRAMS-YOUTH	22.86
	Bill	12/19/2021	1WQF-FMJG-GJP9	Crayons	44140 · PROGRAMS-YOUTH	25.98
	Bill	12/20/2021	1MVR-6HNM-C4DC	Video Games	42340 · AV MATERIALS-YOUTH	59.98
	Bill	12/27/2021	194C-Y13T-GDJM	Apple iPad Air	44130 · PROGRAMS-YOUNG ADULT	719.99
	Bill	01/01/2022	1YM1-W7VD-P3GQ	Face Masks	45116 · COVID 19 SUPPLIES	192.90
	Bill	01/03/2022	1GMG-RC7M-D46H	Misc.	44130 · PROGRAMS-YOUNG ADULT	359.89
Total Amazon Capital Services						2,090.18
American Library Association						
	Bill	12/20/2021		A. Ghobrial	41330 · ASSOCIATION DUES	212.00
	Bill	12/23/2021		N. Urso	41330 · ASSOCIATION DUES	270.00
Total American Library Association						482.00
Anderson Elevator Co.						
	Bill	01/01/2022	52171-R3J3	January	45160 · CONTRACT INSPECTION & MAINTENAN	175.00
Total Anderson Elevator Co.						175.00
Andy Frain						
	Bill	12/31/2021	313416	December	45112 · SECURITY SERVICE	1,924.04
Total Andy Frain						1,924.04

West Chicago Public Library District
Bills Total
As of January 19, 2022

	Type	Date	Num	Memo	Split	Amount
Background Resources						
	Bill	12/31/2021	20353	Background Check	41342 · ADMINISTRATIVE MISC	28.00
Total Background Resources						28.00
Baker & Taylor						
	Bill	12/21/2021	2036426655	Ebooks	42320 · AV MATERIALS-ADULT	92.49
Total Baker & Taylor						92.49
Buck Services						
	Bill	12/31/2021	55865	December	45110 · JANITORIAL SERVICE	195.00
Total Buck Services						195.00
Cengage Learning						
	Bill	12/03/2021	76259825	Books	42120 · BOOKS-ADULT	92.77
	Bill	12/06/2021	76268926	Books	42120 · BOOKS-ADULT	30.39
Total Cengage Learning						123.16
Cintas Corporation						
	Bill	01/06/2022	5090481453	First Aid Cabinet	41334 · OFFICE SUPPLIES GENERAL	129.05
Total Cintas Corporation						129.05
Comcast						
	Bill	01/10/2022		1/29/22-2/28/22	42405 · INTERNET SERVICES	487.78
Total Comcast						487.78
ComEd						
	Bill	12/15/2021		11/10/21-12/13/21	45320 · UTILITIES-ELECTRIC	1,705.64
Total ComEd						1,705.64
De Lage Landen Financial						
	Bill	12/30/2021	74968904	01/01/22-01/31/22	41336 · OFFICE EQUIPMENT	1,626.54
Total De Lage Landen Financial						1,626.54
Demco						
	Bill	12/14/2021	7055181	Stickers	44140 · PROGRAMS-YOUTH	16.94
Total Demco						16.94
East West Books						
	Bill	12/15/2021	327742	Books	42140 · BOOKS-YOUTH	207.39
Total East West Books						207.39
Edith Clayton						
	Bill	01/07/2022		Tuition Reimbursement	41310 · PROFESSIONAL DEVELOPMENT	400.00
Total Edith Clayton						400.00
Efficiency Reporting						
	Bill	01/04/2022	19064er	November Meeting	45605 · PROF SERVICES-SECRETARIAL	270.75
Total Efficiency Reporting						270.75
Elara Energy Services, Inc.						
	Bill	01/11/2022	21282-2	Engineering Services	45515 · PROFESSIONAL SERVICES	2,054.10
Total Elara Energy Services, Inc.						2,054.10
First Security Systems, Inc.						

West Chicago Public Library District
Bills Total
As of January 19, 2022

	Type	Date	Num	Memo	Split	Amount
	Bill	12/29/2021	91802	Quarterly Billing	45160 · CONTRACT INSPECTION & MAINTENAN	674.00
Total First Security Systems, Inc.						674.00
Fitzgerald Lighting						
	Bill	11/24/2021	35911	Ballast/Trouffers	45165 · INTERIOR R & M-OTHER	1,632.39
Total Fitzgerald Lighting						1,632.39
Flood Brothers						
	Bill	01/06/2022	5925411	January	45350 · UTILITIES-TRASH	53.56
Total Flood Brothers						53.56
FP Mailing Solutions						
	Bill	01/12/2022	105180564	1/12/22-4/11/22	41336 · OFFICE EQUIPMENT	111.00
Total FP Mailing Solutions						111.00
Gehrke Technology Group						
	Bill	01/14/2022	2220162	January	45150 · HVAC R & M	125.00
Total Gehrke Technology Group						125.00
Governmental Accounting, Inc.						
	Bill	01/01/2022	59112	January	45520 · ACCOUNTING	1,575.00
Total Governmental Accounting, Inc.						1,575.00
Grant and Power Landscaping						
	Bill	01/01/2022	150133	January	45120 · SNOW REMOVAL	3,620.00
Total Grant and Power Landscaping						3,620.00
Illinois Library Association						
	Bill	01/12/2022	209081	T-Shirts	44135 · PROGRAMS-SUMMER READING	116.14
Total Illinois Library Association						116.14
Ingram Library Services						
	Bill	12/01/2021	56216427	Books	42120 · BOOKS-ADULT	63.20
	Bill	12/01/2021	56227138	Books	42120 · BOOKS-ADULT	54.99
	Bill	12/01/2021	56216426	Books	42120 · BOOKS-ADULT	420.96
	Bill	12/02/2021	56245139	Books	42120 · BOOKS-ADULT	191.05
	Bill	12/03/2021	56276516	Books	42120 · BOOKS-ADULT	226.06
	Bill	12/05/2021	56298300	Books	42130 · BOOKS-YOUNG ADULT	42.20
	Bill	12/05/2021	56298301	Books	42500 · PROCESSING-TECHNICAL SERVICES	28.50
	Bill	12/05/2021	56300489	Books	42120 · BOOKS-ADULT	81.98
	Bill	12/06/2021	56313207	Books	-SPLIT-	14.36
	Bill	12/06/2021	56313208	Books	42120 · BOOKS-ADULT	126.08
	Bill	12/08/2021	56383503	Books	42120 · BOOKS-ADULT	659.59
	Bill	12/09/2021	56422936	Books	42120 · BOOKS-ADULT	84.31
	Bill	12/09/2021	56422937	Books	42120 · BOOKS-ADULT	101.40
	Bill	12/12/2021	56474951	Books	42130 · BOOKS-YOUNG ADULT	6.49
	Bill	12/12/2021	56474952	Books	42500 · PROCESSING-TECHNICAL SERVICES	5.70
	Bill	12/13/2021	56487714	Books	42120 · BOOKS-ADULT	301.22
	Bill	12/14/2021	56537023	Books	42120 · BOOKS-ADULT	17.97

West Chicago Public Library District
Bills Total
As of January 19, 2022

Type	Date	Num	Memo	Split	Amount
Bill	12/15/2021	56559810	Books	42140 · BOOKS-YOUTH	7.34
Bill	12/15/2021	56559811	Books	-SPLIT-	390.35
Bill	12/16/2021	56585938	Books	-SPLIT-	11.45
Bill	12/16/2021	59598730	Books	42130 · BOOKS-YOUNG ADULT	10.73
Bill	12/19/2021	56645675	Books	42130 · BOOKS-YOUNG ADULT	14.12
Bill	12/20/2021	56660080	Books	42140 · BOOKS-YOUTH	3.95
Bill	12/20/2021	56660081	Books	42120 · BOOKS-ADULT	16.94
Bill	12/20/2021	56660082	Books	42120 · BOOKS-ADULT	47.46
Bill	12/20/2021	56660083	Books	-SPLIT-	293.82
Bill	12/22/2021	56728699	Books	-SPLIT-	319.10
Bill	12/22/2021	56728700	Books	42120 · BOOKS-ADULT	231.53
Bill	12/23/2021	56754973	Books	-SPLIT-	54.62
Bill	12/23/2021	56754974	Books	42120 · BOOKS-ADULT	14.69
Bill	12/26/2021	56771454	Books	42140 · BOOKS-YOUTH	9.58
Bill	12/27/2021	56781275	Books	-SPLIT-	10.88
Bill	12/27/2021	56781276	Books	42120 · BOOKS-ADULT	49.14
Bill	12/27/2021	56781277	Books	42120 · BOOKS-ADULT	403.90
Bill	12/28/2021	56811015	Books	42120 · BOOKS-ADULT	88.68
Bill	12/29/2021	56834738	Books	-SPLIT-	303.31
Bill	12/29/2021	56834739	Books	-SPLIT-	57.58
Bill	12/30/2021	56867030	Books	42140 · BOOKS-YOUTH	4.51
Bill	12/30/2021	56867031	Books	42120 · BOOKS-ADULT	66.79
Total Ingram Library Services					4,836.53
Klein, Thorpe and Jenkins, LTD					
Bill	12/16/2021	222647	Review of Handbook	45510 · LEGAL	96.00
Total Klein, Thorpe and Jenkins, LTD					96.00
LIMRICC					
Bill	01/07/2022		January	41110 · INS-HEALTH, DENTAL, LIFE, FSA	14,820.75
Total LIMRICC					14,820.75
Midwest Mechanical					
Bill	01/01/2022	121736	January	45150 · HVAC R & M	897.00
Total Midwest Mechanical					897.00
Midwest Tape					
Bill	12/03/2021	501366252	AV Materials	42320 · AV MATERIALS-ADULT	28.98
Bill	12/03/2021	501366254	AV Materials	42320 · AV MATERIALS-ADULT	39.99
Bill	12/03/2021	501366255	AV Materials	42320 · AV MATERIALS-ADULT	84.98
Bill	12/03/2021	501366256	AV Materials	42320 · AV MATERIALS-ADULT	60.72
Bill	12/03/2021	501366257	AV Materials	42320 · AV MATERIALS-ADULT	53.22
Bill	12/11/2021	501400412	AV Materials	42320 · AV MATERIALS-ADULT	48.72
Bill	12/11/2021	501400413	AV Materials	42320 · AV MATERIALS-ADULT	44.98
Bill	12/11/2021	501400414	AV Materials	42320 · AV MATERIALS-ADULT	96.33

West Chicago Public Library District
Bills Total
As of January 19, 2022

Type	Date	Num	Memo	Split	Amount
Bill	12/11/2021	501400416	AV Materials	42320 · AV MATERIALS-ADULT	79.98
Bill	12/16/2021	501422726	AV Materials	42320 · AV MATERIALS-ADULT	68.95
Bill	12/16/2021	501422728	AV Materials	42320 · AV MATERIALS-ADULT	48.73
Bill	12/16/2021	501422729	AV Materials	42320 · AV MATERIALS-ADULT	29.23
Bill	12/16/2021	501427160	AV Materials	42320 · AV MATERIALS-ADULT	39.99
Bill	12/28/2021	501472895	AV Materials	42320 · AV MATERIALS-ADULT	29.99
Total Midwest Tape					754.79
Morgan Birge & Associates					
Bill	01/01/2022	65319	January	41415 · PHONE SYSTEM	120.00
Total Morgan Birge & Associates					120.00
NCPERS					
Bill	01/10/2022		January	41110 · INS-HEALTH, DENTAL, LIFE, FSA	32.00
Total NCPERS					32.00
Nicor					
Bill	01/06/2022		12/03/21-01/05/22	45310 · UTILITIES-GAS	1,015.44
Total Nicor					1,015.44
OverDrive					
Bill	12/17/2021	21498779	Ebooks	42120 · BOOKS-ADULT	222.96
Bill	12/21/2021	21502590	Ebooks	42320 · AV MATERIALS-ADULT	913.34
Bill	01/05/2022	22004780	Ebooks	42130 · BOOKS-YOUNG ADULT	138.29
Total OverDrive					1,274.59
Peerless Network					
Bill	01/10/2022	484842	1/15/22-2/14/22	45330 · UTILITIES-TELEPHONE	715.89
Total Peerless Network					715.89
People Made Visible, Inc.					
Bill	01/11/2022	12132021	Healthy West Chicago 12/6 and 12/13	44140 · PROGRAMS-YOUTH	220.00
Bill	01/11/2022	12152021	Healthy West Chicago 12/15	44120 · PROGRAMS-ADULT	110.00
Bill	01/11/2022	012022	Healthy West Chicago 1/20 and 2/16	44120 · PRQGRAMS-ADULT	320.00
Bill	01/11/2022	LIB 2022	2022 Annual Contribution, Year 1 of 3	44145 · EVENTS AND OUTREACH	5,000.00
Total People Made Visible, Inc.					5,650.00
Sikich LLP					
Bill	12/21/2021	1429764	Remote Support	41400 · IT EQUIPMENT UPGRADES-STAFF	484.00
Bill	12/22/2021	1430526	January	41420 · TECHNOLOGY MANAGEMENT	563.00
Bill	12/23/2021	1430323	Onsite Support	41400 · IT EQUIPMENT UPGRADES-STAFF	286.00
Bill	12/31/2021	MS429664	January	41420 · TECHNOLOGY MANAGEMENT	4,632.60
Total Sikich LLP					5,965.60
Sprint					
Bill	12/21/2021	764530510-238	11/18/21-12/14/21	45330 · UTILITIES-TELEPHONE	293.22
Total Sprint					293.22
Unique Management Services					
Bill	01/01/2022	608771	December Placements	41346 · MATERIALS & RESOURCE RECOVERY	80.55

West Chicago Public Library District
Bills Total
As of January 19, 2022

	Type	Date	Num	Memo	Split	Amount
Total Unique Management Services						80.55
Waterlogic East, LLC						
	Bill	01/03/2022	1149076	1/1/22-03/31/22	45155 · GENERAL BLDG SERVICES	110.52
Total Waterlogic East, LLC						110.52
Xtreme Environmental Solutions						
	Bill	01/11/2022	84-WCL	January	45350 · UTILITIES-TRASH	25.00
Total Xtreme Environmental Solutions						25.00
						<u>58,447.49</u>

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West Chicago Public Library District
Bills Total (Credit Card)
As of January 19, 2022

Type	Date	Num	Memo	Open Balance
Adobe Inc.				
Credit Card Charge	12/18/2021		Creative Cloud	31.86
Credit Card Charge	12/18/2021		Creative Cloud	31.86
Credit Card Charge	12/18/2021		Subscription	13.80
Total Adobe Inc.				77.52
Chicago Tribune				
Credit Card Charge	12/22/2021		Subscription	71.92
Total Chicago Tribune				71.92
Dollar Tree Store				
Credit Card Charge	12/24/2021		Misc.	12.00
Total Dollar Tree Store				12.00
Hobby Lobby				
Credit Card Charge	12/02/2021		Fabric	17.34
Total Hobby Lobby				17.34
Murphy Ace Hardware				
Credit Card Charge	12/09/2021		Keys	22.60
Total Murphy Ace Hardware				22.60
Office Max				
Credit Card Charge	12/02/2021		Labels	53.94
Total Office Max				53.94
Oriental Trading Company				
Credit Card Charge	12/16/2021		Misc.	386.22
Total Oriental Trading Company				386.22
Postitive Promotions, Inc				
Credit Card Charge	12/06/2021		Treat Tower	368.01
Total Postitive Promotions, Inc				368.01
TOTAL				1,009.55

Financial Report

For the 5 Month(s) Ended November 30, 2021
FISCAL YEAR 2022



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 5 Month(s) Ended November 30, 2021

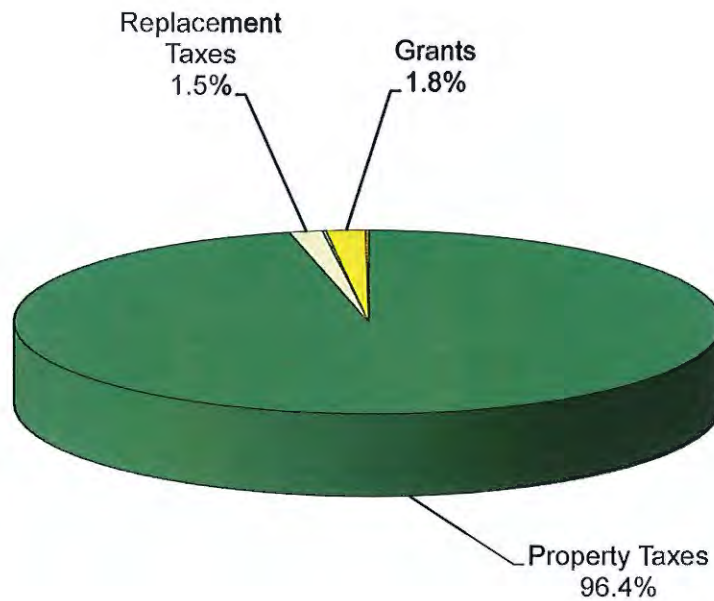
42% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Taxes	2,363,934	2,380,317	99%
Interest	121	1,000	12%
Replacement Taxes	36,976	35,000	106%
Service Fees	3,747	5,500	68%
Other Revenue (Program Rental)	-	-	0%
Grants	44,138	37,405	118%
Miscellaneous	3,243	3,100	105%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
Actual Revenues	2,452,159	2,462,322	100%
Budgeted Revenues	2,462,322		
% Diff	100%		
OPERATING EXPENDITURES			
Personnel	569,427	1,514,720	38%
IMRF	53,440	133,347	40%
Administrative	27,884	75,320	37%
Technology	79,837	112,403	71%
Library Materials - Books	67,042	124,190	54%
Library Materials - Periodicals	5,648	13,000	43%
Library Materials - Audio & Visual	7,169	38,000	19%
Library Material - Maintenance	1,899	12,800	15%
Technology Services	37,987	74,180	51%
Programs	9,966	28,800	35%
Marketing & Promotion	8,683	31,000	28%
Facilities & Operations	66,924	173,450	39%
Utilities	14,976	45,900	33%
Professional Services	44,471	80,312	55%
Board Expenses	1,504	4,900	31%
Actual Expenditures	996,859	2,462,322	40%
Budgeted Expenditures	2,462,322		
% Diff	40%		
SURPLUS / (DEFICIT) FROM OPERATIONS	1,455,300	-	n/a
BEGINNING FUND BALANCE	1,015,963		
ENDING FUND BALANCE	2,471,263		

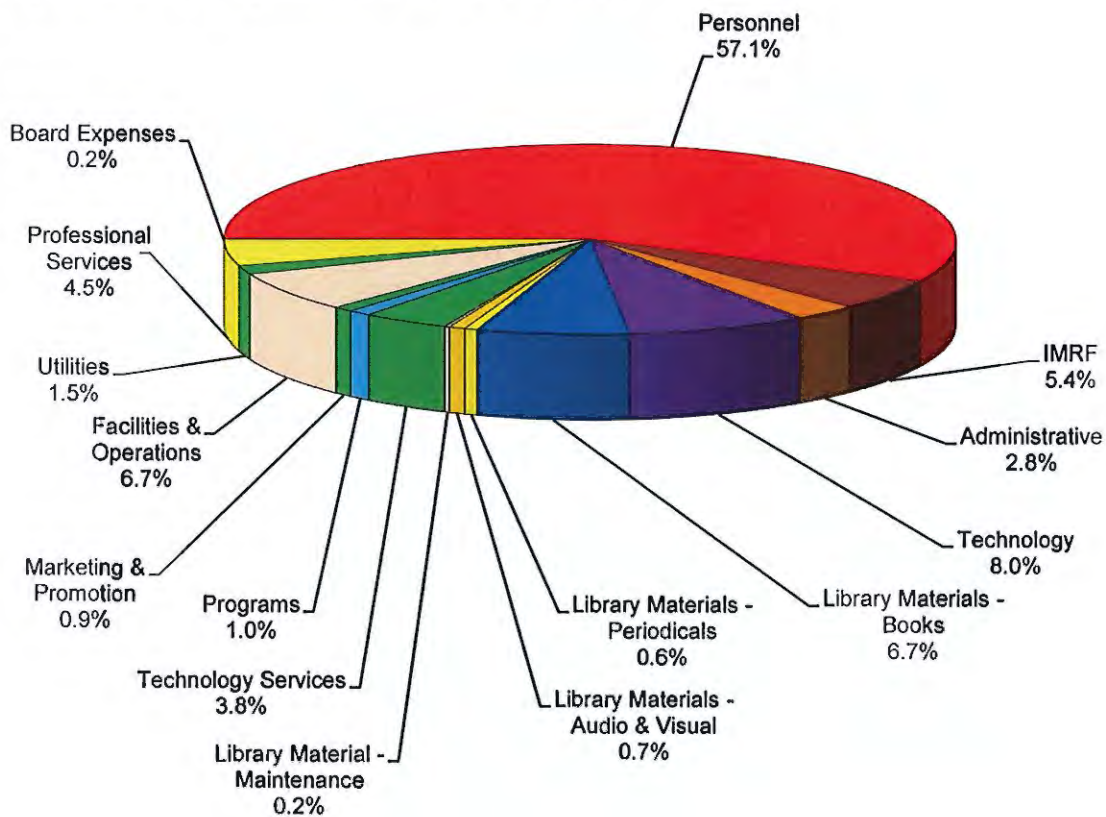
WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 5 Month(s) Ended November 30, 2021

Revenue Distribution

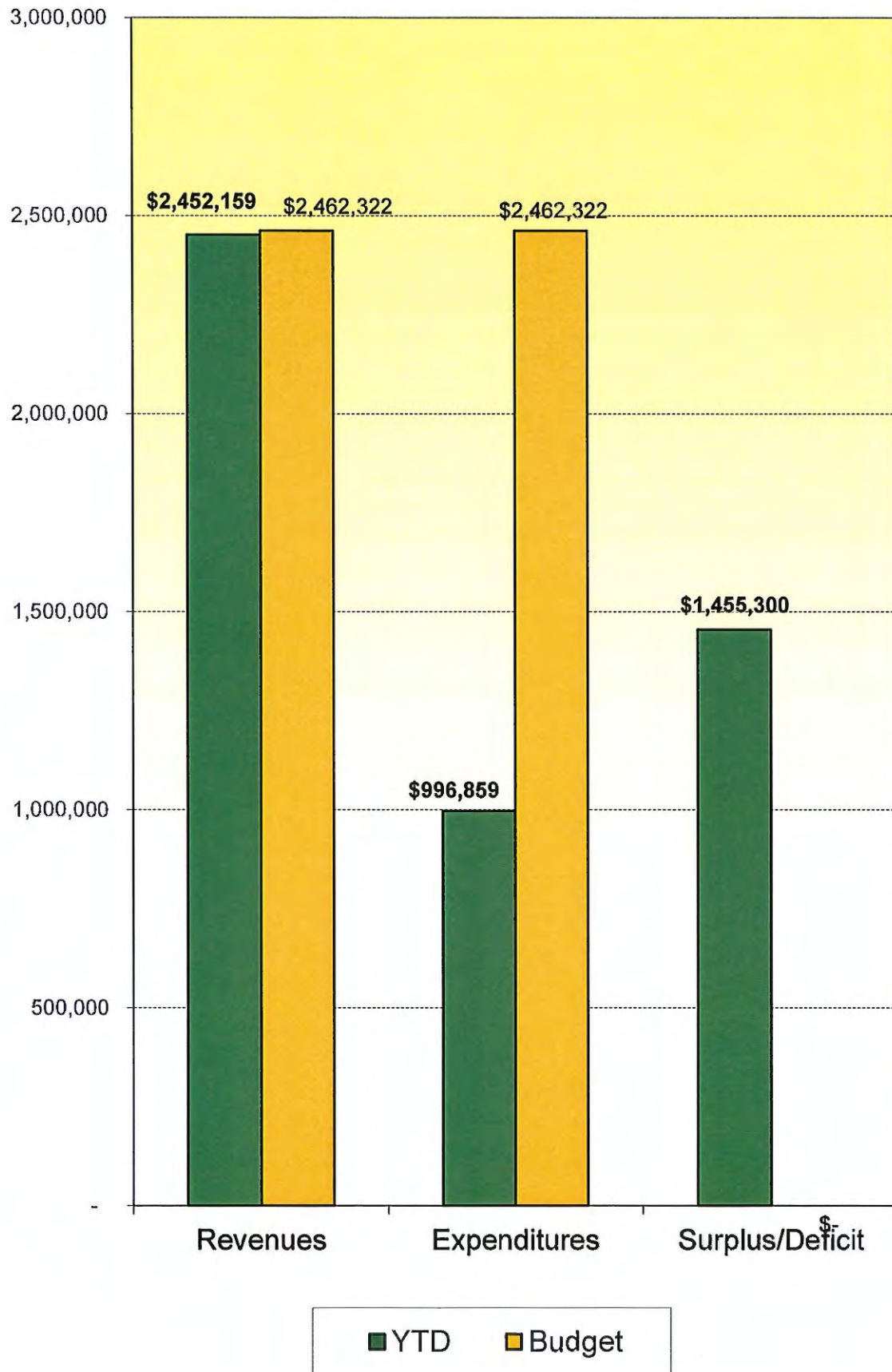


Operational Expenditure Distribution



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 5 Month(s) Ended November 30, 2021



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 5 Month(s) Ended November 30, 2021

42% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
REVENUE						
Property Taxes	2,232,465	131,468	-	2,363,934	2,380,317	99%
Interest	118	-	3	121	1,000	12%
Replacement Taxes	36,976	-	-	36,976	35,000	106%
Service Fees	3,747	-	-	3,747	5,500	68%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	44,138	-	-	44,138	37,405	118%
Miscellaneous	3,243	-	-	3,243	3,100	105%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	2,320,688	131,468	3	2,452,159	2,462,322	100%
Budgeted Revenues	2,328,975	133,347	-	2,462,322		
% Diff	100%	99%	n/a	100%		
OPERATING EXPENDITURES						
Personnel	569,427	-	-	569,427	1,514,720	38%
IMRF	-	53,440	-	53,440	133,347	40%
Administrative	27,884	-	-	27,884	75,320	37%
Technology	79,837	-	-	79,837	112,403	71%
Library Materials - Books	67,042	-	-	67,042	124,190	54%
Library Materials - Periodicals	5,648	-	-	5,648	13,000	43%
Library Materials - Audio & Visual	7,169	-	-	7,169	38,000	19%
Library Material - Maintenance	1,899	-	-	1,899	12,800	15%
Technology Services	37,987	-	-	37,987	74,180	51%
Programs	9,966	-	-	9,966	28,800	35%
Marketing & Promotion	8,683	-	-	8,683	31,000	28%
Facilities & Operations	66,924	-	-	66,924	173,450	39%
Utilities	14,976	-	-	14,976	45,900	33%
Professional Services	44,471	-	-	44,471	80,312	55%
Board Expenses	1,504	-	-	1,504	4,900	31%
Actual Expenditures	943,419	53,440	-	996,859	2,462,322	40%
Budgeted Expenditures	2,328,975	133,347	-	2,462,322		
% Diff	41%	40%	n/a	40%		
	General	IMRF	Special Reserve	Total Actual	Total Budget	
TOTAL SURPLUS / (DEFICIT)	1,377,269	78,029	3	1,455,300	-	
BEGINNING FUND BALANCE	890,263	3,347	122,353	1,015,963	1,015,963	
ENDING FUND BALANCE	2,267,532	81,376	122,356	2,471,263	1,015,963	
Fund Balance as % of Total Expenditures	240%	152%	0%	248%		

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
November 30, 2021

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Revenues									
30010 - PROPERTY TAXES	25,297.79	198,359.75	2,232,465.19	131,468.32	0.00	2,363,933.51	2,380,317.00	-16,383.49	99.31%
32010 - PERS PROPERTY REPLACEMENT TAX	0.00	2,916.67	36,975.80	0.00	0.00	36,975.80	35,000.00	1,975.80	105.65%
33000 - INTEREST INCOME	26.88	83.33	118.03	0.00	0.00	118.03	1,000.00	-881.97	11.8%
33040 - INTEREST-IL FUND BLDG CONST	0.73	0.00	0.00	0.00	3.14	3.14	0.00	3.14	100.0%
35100 - FINES	130.00	250.00	1,148.45	0.00	0.00	1,148.45	3,000.00	-1,851.55	38.28%
35150 - PHOTOCOPY/MICROFORM/COPY/FAX	290.53	208.33	1,337.71	0.00	0.00	1,337.71	2,500.00	-1,162.29	53.51%
35510 - LOST AND PAID MATERIALS	20.82	0.00	1,021.06	0.00	0.00	1,021.06	0.00	1,021.06	100.0%
35710 - NON RESIDENT FEES	0.00	0.00	252.22	0.00	0.00	252.22	0.00	252.22	100.0%
35810 - BOOK SALES	0.00	0.00	-12.00	0.00	0.00	-12.00	0.00	-12.00	100.0%
36030 - MEMORIALS AND DONATIONS	0.00	0.00	326.00	0.00	0.00	326.00	0.00	326.00	100.0%
36035 - DONATIONS-SUMMER READING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
36045 - DEVELOPER DONATIONS	0.00	8.33	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
38010 - PER CAPITA GRANT	0.00	3,117.08	44,137.90	0.00	0.00	44,137.90	37,405.00	6,732.90	118.0%
38020 - OTHER GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
38022 - FAMILY LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39010 - OTHER INCOME	0.00	250.00	2,917.26	0.00	0.00	2,917.26	3,000.00	-82.74	97.24%
39015 - PROGRAM ROOM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39016 - PROGRAM ROOM REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39100 - DEBT PROCEEDS / SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39200 - TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total Revenues	25,766.75	205,193.50	2,320,687.62	131,468.32	3.14	2,452,159.08	2,462,322.00	-10,162.92	99.59%
Expenditures									
10Exp - Expense									
1E - PERSONNEL									
41100 - SALARIES	87,272.00	103,332.58	474,288.44	0.00	0.00	474,288.44	1,239,991.00	-765,702.56	38.25%
41110 - INS-HEALTH, DENTAL, LIFE, FSA	12,261.20	14,875.00	57,779.05	0.00	0.00	57,779.05	178,500.00	-120,720.95	32.37%
41120 - FICA EXPENSE	6,484.88	7,583.33	34,925.82	0.00	0.00	34,925.82	91,000.00	-56,074.18	38.38%
41130 - UNEMPLOYMENT COMPENSATION	0.00	250.00	204.46	0.00	0.00	204.46	3,000.00	-2,795.54	6.82%
41140 - WORKERS COMPENSATION	0.00	185.75	2,229.00	0.00	0.00	2,229.00	2,229.00	0.00	100.0%
Subtotal	106,018.08	126,226.67	569,426.77	0.00	0.00	569,426.77	1,514,720.00	-945,293.23	37.59%
2E - ADMINISTRATIVE EXPENSES									
41310 - PROFESSIONAL DEVELOPMENT	2,075.00	1,216.67	4,693.75	0.00	0.00	4,693.75	14,600.00	-9,906.25	32.15%
41320 - TRAVEL	0.00	225.00	103.88	0.00	0.00	103.88	2,700.00	-2,596.12	3.85%
41330 - ASSOCIATION DUES	278.00	483.33	1,991.00	0.00	0.00	1,991.00	5,800.00	-3,809.00	34.33%
41332 - PAYROLL PROCESSING	455.13	458.33	2,377.57	0.00	0.00	2,377.57	5,500.00	-3,122.43	43.23%
41334 - OFFICE SUPPLIES GENERAL	281.35	405.83	1,649.53	0.00	0.00	1,649.53	4,870.00	-3,220.47	33.87%
41336 - OFFICE EQUIPMENT	1,626.54	1,929.17	8,626.10	0.00	0.00	8,626.10	23,150.00	-14,523.90	37.26%
41338 - POSTAGE	1,500.00	650.00	3,545.75	0.00	0.00	3,545.75	7,800.00	-4,254.25	45.46%
41342 - ADMINISTRATIVE MISC	0.00	150.00	334.61	0.00	0.00	334.61	1,800.00	-1,465.39	18.59%
41344 - SUPPLIES-FOOD	98.43	250.00	133.67	0.00	0.00	133.67	3,000.00	-2,866.33	4.46%
41346 - MATERIALS & RESOURCE RECOVERY	62.65	133.33	671.25	0.00	0.00	671.25	1,600.00	-928.75	41.95%
41348 - CIRCULATION SERVICES SUPPLIES	31.97	375.00	3,756.79	0.00	0.00	3,756.79	4,500.00	-743.21	83.48%
Subtotal	6,409.07	6,276.67	27,883.90	0.00	0.00	27,883.90	75,320.00	-47,436.10	37.02%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
November 30, 2021

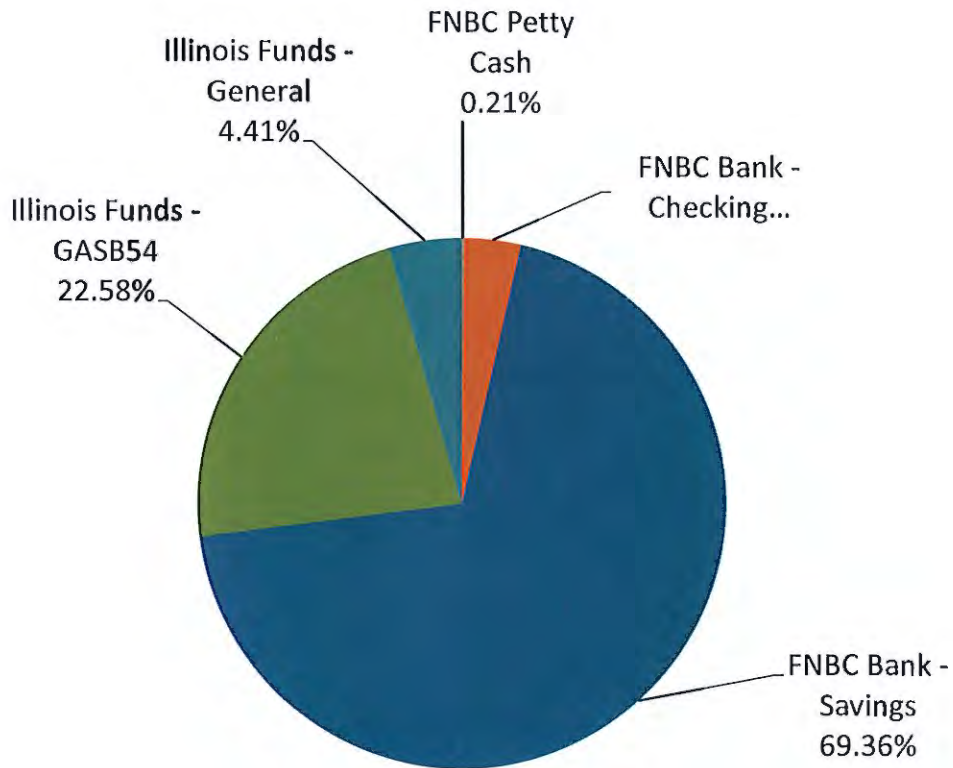
	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
3E • ADMINISTRATIVE TECHNOLOGY EXPEN									
41400 • IT EQUIPMENT UPGRADES-STAFF	0.00	2,849.17	39,374.03	0.00	0.00	39,374.03	34,190.00	5,184.03	115.16%
41410 • SOFTWARE STAFF	549.52	479.00	5,107.04	0.00	0.00	5,107.04	5,748.00	-640.96	88.85%
41415 • PHONE SYSTEM	120.00	120.00	600.00	0.00	0.00	600.00	1,440.00	-840.00	41.67%
41420 • TECHNOLOGY MANAGEMENT	4,972.00	5,005.00	24,839.00	0.00	0.00	24,839.00	60,060.00	-35,221.00	41.36%
41425 • WARRANTIES/EXTENDED CARE	2,177.00	913.75	9,917.32	0.00	0.00	9,917.32	10,965.00	-1,047.68	90.45%
Subtotal	7,818.52	9,366.92	79,837.39	0.00	0.00	79,837.39	112,403.00	-32,565.61	71.03%
4E • LIBRARY MATERIALS-BOOKS									
42112 • REFERENCE-ELECTRONIC	1,074.28	3,735.00	43,751.82	0.00	0.00	43,751.82	44,820.00	-1,068.18	97.62%
42120 • BOOKS-ADULT	2,566.52	4,000.00	14,880.08	0.00	0.00	14,880.08	48,000.00	-33,119.92	31.0%
42122 • BOOKS-LITERACY	0.00	30.83	56.94	0.00	0.00	56.94	370.00	-313.06	15.39%
42130 • BOOKS-YOUNG ADULT	24.76	500.00	906.65	0.00	0.00	906.65	6,000.00	-5,093.35	15.11%
42140 • BOOKS-YOUTH	1,011.58	2,000.00	6,959.62	0.00	0.00	6,959.62	24,000.00	-17,040.38	29.0%
42170 • RBP/ILL BOOK REPLACEMENT	381.15	83.33	487.22	0.00	0.00	487.22	1,000.00	-512.78	48.72%
Subtotal	5,058.29	10,349.17	67,042.33	0.00	0.00	67,042.33	124,190.00	-57,147.67	53.98%
5E • LIBRARY MATERIALS-PERIODICALS									
42210 • PERIODICALS	5,220.11	1,083.33	5,647.87	0.00	0.00	5,647.87	13,000.00	-7,352.13	43.45%
Subtotal	5,220.11	1,083.33	5,647.87	0.00	0.00	5,647.87	13,000.00	-7,352.13	43.45%
6E • LIBRARY MATERIALS-AUDIO VISUAL									
42320 • AV MATERIALS-ADULT	1,414.40	2,291.67	5,518.32	0.00	0.00	5,518.32	27,500.00	-21,981.68	20.07%
42330 • AV MATERIALS-YOUNG ADULT	0.00	250.00	388.91	0.00	0.00	388.91	3,000.00	-2,611.09	12.96%
42340 • AV MATERIALS-YOUTH	466.14	625.00	1,261.35	0.00	0.00	1,261.35	7,500.00	-6,238.65	16.82%
Subtotal	1,880.54	3,166.67	7,168.58	0.00	0.00	7,168.58	38,000.00	-8,849.74	18.87%
7E • TECHNOLOGY SERVICES									
42400 • LIBRARY CONSORTIUM	0.00	2,798.58	16,981.22	0.00	0.00	16,981.22	33,583.00	-16,601.78	50.57%
42405 • INTERNET SERVICES	157.58	1,076.25	1,978.38	0.00	0.00	1,978.38	12,915.00	-10,936.62	15.32%
42420 • SOFTWARE PUBLIC	840.00	684.67	5,044.82	0.00	0.00	5,044.82	8,216.00	-3,171.18	61.4%
42445 • IT EQUIPMENT/UPGRADES-PUBLIC	108.00	1,622.17	13,982.78	0.00	0.00	13,982.78	19,466.00	-5,483.22	71.83%
Subtotal	1,105.58	6,181.67	37,987.20	0.00	0.00	37,987.20	74,180.00	-8,654.40	51.21%
8E • LIBRARY MATERIAL MAINTENANCE									
42500 • PROCESSING-TECHNICAL SERVICES	708.08	1,044.50	1,899.13	0.00	0.00	1,899.13	12,534.00	-10,634.87	15.15%
42510 • CATALOGING TOOL	0.00	22.17	0.00	0.00	0.00	0.00	266.00	-266.00	0.0%
42515 • DIGITALIZATION PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	708.08	1,066.67	1,899.13	0.00	0.00	1,899.13	12,800.00	-10,634.87	14.84%
9E • PROGRAMS									
44120 • PROGRAMS-ADULT	677.79	533.33	2,892.70	0.00	0.00	2,892.70	6,400.00	-3,507.30	45.2%
44130 • PROGRAMS-YOUNG ADULT	398.99	458.33	672.16	0.00	0.00	672.16	5,500.00	-4,827.84	12.22%
44135 • PROGRAMS-SUMMER READING	0.00	491.67	0.00	0.00	0.00	0.00	5,900.00	-5,900.00	0.0%
44140 • PROGRAMS-YOUTH	520.74	750.00	5,353.02	0.00	0.00	5,353.02	9,000.00	-3,646.98	59.48%
44145 • EVENTS AND OUTREACH	323.33	166.67	1,048.25	0.00	0.00	1,048.25	2,000.00	-951.75	52.41%
Subtotal	1,920.85	2,400.00	9,966.13	0.00	0.00	9,966.13	28,800.00	-4,598.73	34.61%
10E • MARKETING & PROMOTIONS									
44210 • MARKETING	209.95	613.83	2,491.17	0.00	0.00	2,491.17	7,366.00	-4,874.83	33.82%
44215 • WEBSITE	0.00	420.83	179.88	0.00	0.00	179.88	5,050.00	-4,870.12	3.56%
44220 • PROMO MATERIALS-ADULT	302.45	83.33	559.18	0.00	0.00	559.18	1,000.00	-440.82	55.92%
44240 • PROMO MATERIALS-YOUTH	0.00	133.33	667.85	0.00	0.00	667.85	1,600.00	-932.15	41.74%
44245 • PROGRAM GUIDE	0.00	1,300.00	4,401.21	0.00	0.00	4,401.21	15,600.00	-11,198.79	28.21%
44250 • SURVEYS	0.00	32.00	384.00	0.00	0.00	384.00	384.00	0.00	100.0%
Subtotal	512.40	2,583.33	8,683.29	0.00	0.00	8,683.29	31,000.00	-22,316.71	28.01%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
November 30, 2021

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
11E - FACILITIES & OPERATIONS									
45110 - JANITORIAL SERVICE	650.00	1,333.33	7,150.00	0.00	0.00	7,150.00	16,000.00	-8,850.00	44.69%
45112 - SECURITY SERVICE	2,038.98	1,791.67	11,681.65	0.00	0.00	11,681.65	21,500.00	-9,818.35	54.33%
45115 - JANITORIAL SUPPLIES	22.43	500.00	1,571.79	0.00	0.00	1,571.79	6,000.00	-4,428.21	26.2%
45116 - COVID 19 SUPPLIES	0.00	1,064.58	424.43	0.00	0.00	424.43	12,775.00	-12,350.57	3.32%
45117 - SECURITY CAMERAS	0.00	414.58	0.00	0.00	0.00	0.00	4,975.00	-4,975.00	0.0%
45120 - SNOW REMOVAL	3,620.00	3,000.00	3,620.00	0.00	0.00	3,620.00	36,000.00	-32,380.00	10.06%
45130 - EXTERIOR LANDSCAPING	475.00	670.83	10,775.00	0.00	0.00	10,775.00	8,050.00	2,725.00	133.85%
45140 - EXTERIOR R & M-OTHER	0.00	1,170.83	12,046.56	0.00	0.00	12,046.56	14,050.00	-2,003.44	85.74%
45150 - HVAC R & M	2,291.82	2,083.33	6,379.82	0.00	0.00	6,379.82	25,000.00	-18,620.18	25.52%
45155 - GENERAL BLDG SERVICES	75.58	125.00	598.94	0.00	0.00	598.94	1,500.00	-901.06	39.93%
45160 - CONTRACT INSPECTION & MAINTENAN	441.50	1,166.67	8,134.51	0.00	0.00	8,134.51	14,000.00	-5,865.49	58.1%
45165 - INTERIOR R & M-OTHER	34.50	1,133.33	4,541.64	0.00	0.00	4,541.64	13,600.00	-9,058.36	33.39%
Subtotal	9,649.81	14,454.17	66,924.34	0.00	0.00	66,924.34	173,450.00	-106,525.66	38.58%
12E - UTILITIES									
45310 - UTILITIES-GAS	458.50	600.00	1,012.51	0.00	0.00	1,012.51	7,200.00	-6,187.49	14.06%
45320 - UTILITIES-ELECTRIC	2,094.26	1,833.33	6,958.55	0.00	0.00	6,958.55	22,000.00	-15,041.45	31.63%
45330 - UTILITIES-TELEPHONE	1,019.48	1,000.00	5,361.52	0.00	0.00	5,361.52	12,000.00	-6,638.48	44.68%
45340 - UTILITIES-WATER	0.00	300.00	1,250.82	0.00	0.00	1,250.82	3,600.00	-2,349.18	34.75%
45350 - UTILITIES-TRASH	78.56	91.67	392.80	0.00	0.00	392.80	1,100.00	-707.20	35.71%
Subtotal	3,650.80	3,825.00	14,976.20	0.00	0.00	14,976.20	45,900.00	-30,923.80	32.63%
13E - PROFESSIONAL SERVICES									
45500 - INSURANCE	0.00	1,401.92	16,285.00	0.00	0.00	16,285.00	16,823.00	-538.00	96.8%
45505 - AUDIT	9,772.00	1,354.42	11,572.00	0.00	0.00	11,572.00	16,253.00	-4,681.00	71.2%
45510 - LEGAL	4,225.50	1,000.00	4,393.50	0.00	0.00	4,393.50	12,000.00	-7,606.50	36.61%
45515 - PROFESSIONAL SERVICES	0.00	1,186.33	4,095.90	0.00	0.00	4,095.90	14,236.00	-10,140.10	28.77%
45520 - ACCOUNTING	1,575.00	1,750.00	8,125.00	0.00	0.00	8,125.00	21,000.00	-12,875.00	38.69%
Subtotal	15,572.50	6,692.67	44,471.40	0.00	0.00	44,471.40	80,312.00	-35,840.60	55.37%
14E - LIBRARY BOARD EXPENSES									
45600 - CONFERENCE & TRAINING-BOARD	0.00	50.00	0.00	0.00	0.00	0.00	600.00	-600.00	0.0%
45605 - PROF SERVICES-SECRETARIAL	270.75	275.00	1,083.00	0.00	0.00	1,083.00	3,300.00	-2,217.00	32.82%
45610 - LEGAL NOTICES AND ADS	151.00	83.33	421.48	0.00	0.00	421.48	1,000.00	-578.52	42.15%
Subtotal	421.75	408.33	1,504.48	0.00	0.00	1,504.48	4,900.00	-3,395.52	30.7%
15E - CAPITAL EQUIPMENT									
46500 - CAPITAL EQUIPMENT & BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
46510 - CAPITAL PROJECTS-INTERIOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
16E - GRANT EXPENSES									
49600 - GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
49605 - GRANT EXP FAMILY LITERACY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
19E - IMRF EXPENSES									
92500 - IMRF EXPENSE	9,967.19	11,112.25	0.00	53,439.71	0.00	53,439.71	133,347.00	-79,907.29	40.08%
Subtotal	9,967.19	11,112.25	0.00	53,439.71	0.00	53,439.71	133,347.00	-79,907.29	40.08%
70E - SPECIAL RESERVE EXPENDITURES									
70000 - HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
90E - TRANSFERS OUT									
90000 - TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expenditures	175,913.57	205,193.50	943,419.01	53,439.71	0.00	996,858.72	2,462,322.00	-1,465,463.28	40.48%
Net Income	-150,146.82	0.00	1,377,268.61	78,028.61	3.14	1,455,300.36	0.00	1,455,300.36	100.00%

**West Chicago Public Library District
Investments
November 30, 2021**

Bank	Description	Type	Current Rate	This Year
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.02%	5,110
Petty Cash - Circulations	Cash	PC	n/a	60
FNBC Bank - Checking	#6031	A/P	0.09%	85,005
FNBC Bank - Savings	#0317	MM	0.09%	1,716,679
Illinois Funds - GASB54	#6950	MM	Various	558,896
Illinois Funds - General	#5519	MM	Various	109,019
Total				\$ 2,474,869



Financial Report

For the 6 Month(s) Ended December 31, 2021
FISCAL YEAR 2022



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary

For the 6 Month(s) Ended December 31, 2021

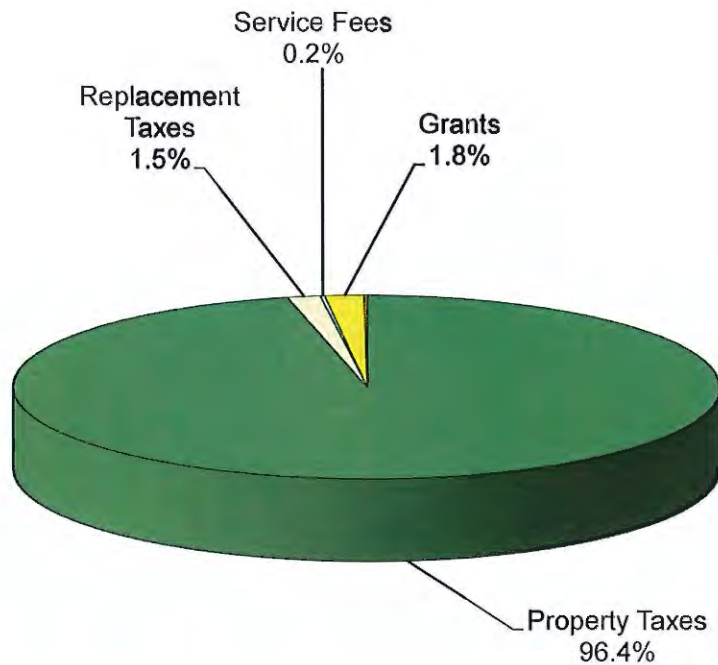
50% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Taxes	2,375,375	2,380,317	100%
Interest	164	1,000	16%
Replacement Taxes	36,976	35,000	106%
Service Fees	4,698	5,500	85%
Other Revenue (Program Rental)	-	-	0%
Grants	44,138	37,405	118%
Miscellaneous	3,243	3,100	105%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
Actual Revenues	2,464,593	2,462,322	100%
Budgeted Revenues	2,462,322		
% Diff	100%		
OPERATING EXPENDITURES			
Personnel	678,582	1,514,720	45%
IMRF	63,800	133,347	48%
Administrative	32,180	75,320	43%
Technology	105,744	112,403	94%
Library Materials - Books	72,352	124,190	58%
Library Materials - Periodicals	5,884	13,000	45%
Library Materials - Audio & Visual	9,993	38,000	26%
Library Material - Maintenance	2,390	12,800	19%
Technology Services	39,054	74,180	53%
Programs	11,776	28,800	41%
Marketing & Promotion	11,364	31,000	37%
Facilities & Operations	83,307	173,450	48%
Utilities	19,117	45,900	42%
Professional Services	46,046	80,312	57%
Board Expenses	2,033	4,900	41%
Actual Expenditures	1,183,623	2,462,322	48%
Budgeted Expenditures	2,462,322		
% Diff	48%		
SURPLUS / (DEFICIT) FROM OPERATIONS	1,280,970	-	n/a
BEGINNING FUND BALANCE	1,015,963		
ENDING FUND BALANCE	2,296,933		

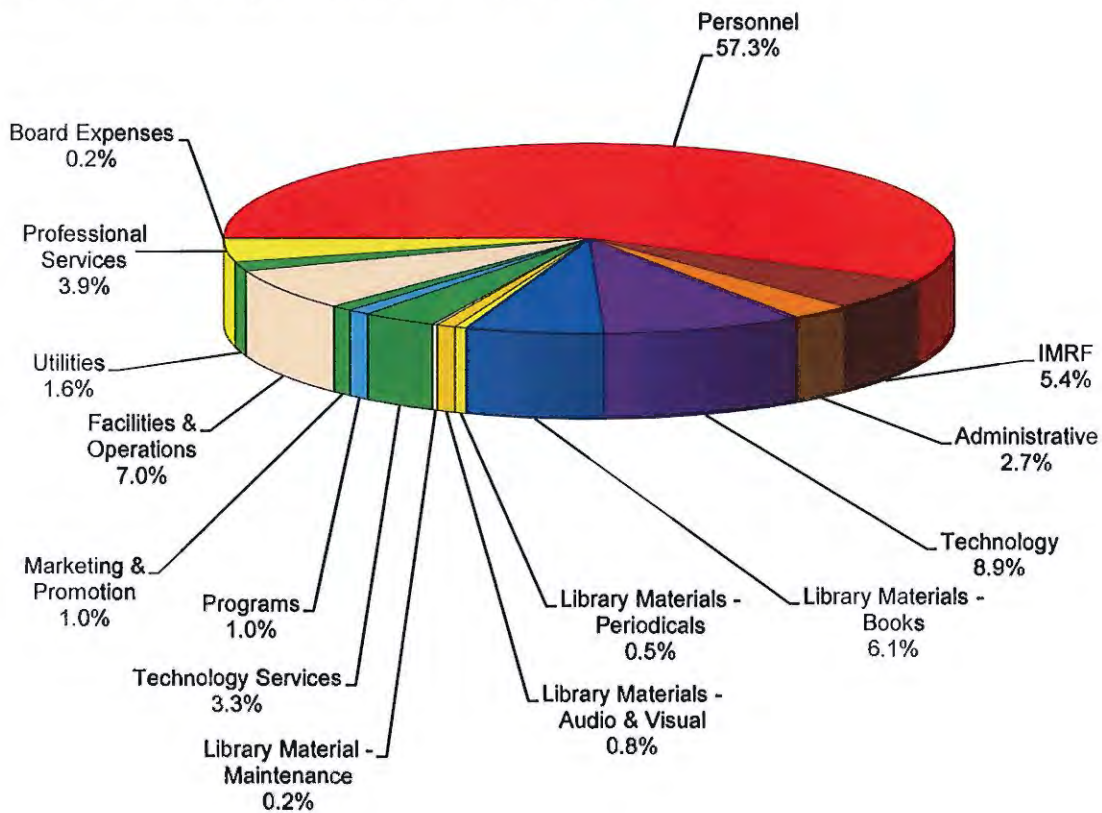
WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 6 Month(s) Ended December 31, 2021

Revenue Distribution

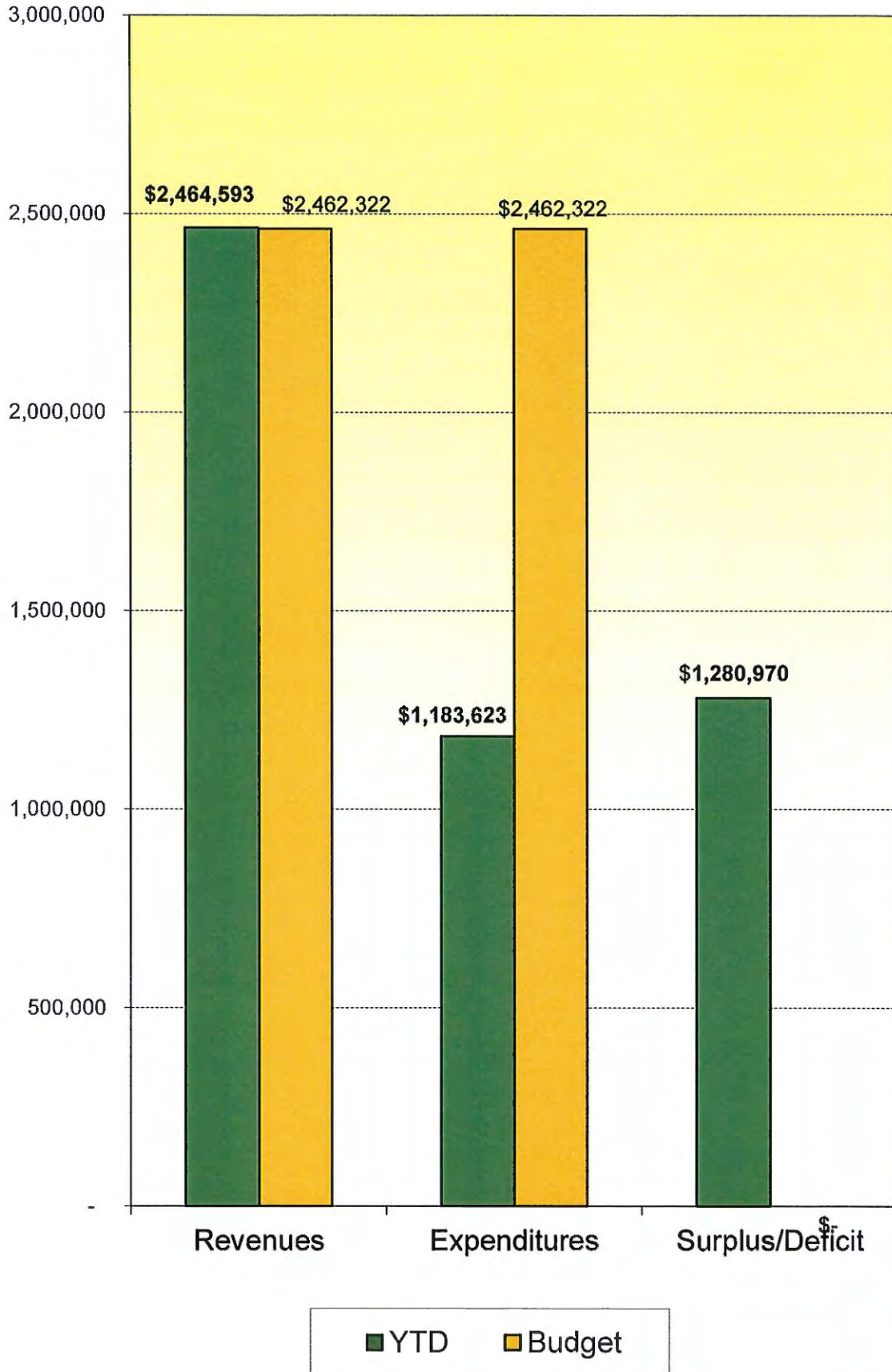


Operational Expenditure Distribution



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 6 Month(s) Ended December 31, 2021



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary

For the 6 Month(s) Ended December 31, 2021

50% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
REVENUE						
Property Taxes	2,243,270	132,105	-	2,375,375	2,380,317	100%
Interest	159	-	5	164	1,000	16%
Replacement Taxes	36,976	-	-	36,976	35,000	106%
Service Fees	4,698	-	-	4,698	5,500	85%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	44,138	-	-	44,138	37,405	118%
Miscellaneous	3,243	-	-	3,243	3,100	105%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	2,332,483	132,105	5	2,464,593	2,462,322	100%
Budgeted Revenues	2,328,975	133,347	-	2,462,322		
% Diff	100%	99%	n/a	100%		
OPERATING EXPENDITURES						
Personnel	678,582	-	-	678,582	1,514,720	45%
IMRF	-	63,800	-	63,800	133,347	48%
Administrative	32,180	-	-	32,180	75,320	43%
Technology	105,744	-	-	105,744	112,403	94%
Library Materials - Books	72,352	-	-	72,352	124,190	58%
Library Materials - Periodicals	5,884	-	-	5,884	13,000	45%
Library Materials - Audio & Visual	9,993	-	-	9,993	38,000	26%
Library Material - Maintenance	2,390	-	-	2,390	12,800	19%
Technology Services	39,054	-	-	39,054	74,180	53%
Programs	11,776	-	-	11,776	28,800	41%
Marketing & Promotion	11,364	-	-	11,364	31,000	37%
Facilities & Operations	83,307	-	-	83,307	173,450	48%
Utilities	19,117	-	-	19,117	45,900	42%
Professional Services	46,046	-	-	46,046	80,312	57%
Board Expenses	2,033	-	-	2,033	4,900	41%
Actual Expenditures	1,119,822	63,800	-	1,183,623	2,462,322	48%
Budgeted Expenditures	2,328,975	133,347	-	2,462,322		
% Diff	48%	48%	n/a	48%		
	General	IMRF	Special Reserve	Total Actual	Total Budget	
TOTAL SURPLUS / (DEFICIT)	1,212,661	68,304	5	1,280,970	-	
BEGINNING FUND BALANCE	890,263	3,347	122,353	1,015,963	1,015,963	
ENDING FUND BALANCE	2,102,924	71,651	122,358	2,296,933	1,015,963	
Fund Balance as % of Total Expenditures	188%	112%	0%	194%		

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Detail

December 31, 2021

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Revenues									
30010 - PROPERTY TAXES	11,441.12	198,359.75	2,243,270.02	132,104.61	0.00	2,375,374.63	2,380,317.00	-4,942.37	99.79%
32010 - PERS PROPERTY REPLACEMENT TAX	0.00	2,916.67	36,975.80	0.00	0.00	36,975.80	35,000.00	1,975.80	105.65%
33000 - INTEREST INCOME	40.85	83.33	158.88	0.00	0.00	158.88	1,000.00	-841.12	15.89%
33040 - INTEREST-IL FUND BLDG CONST	1.55	0.00	0.00	0.00	4.69	4.69	0.00	4.69	100.0%
35100 - FINES	162.32	250.00	1,310.77	0.00	0.00	1,310.77	3,000.00	-1,689.23	43.69%
35150 - PHOTOCOPY/MICROFORM/COPY/FAX	706.71	208.33	2,044.42	0.00	0.00	2,044.42	2,500.00	-455.58	81.78%
35510 - LOST AND PAID MATERIALS	81.16	0.00	1,102.22	0.00	0.00	1,102.22	0.00	1,102.22	100.0%
35710 - NON RESIDENT FEES	0.00	0.00	252.22	0.00	0.00	252.22	0.00	252.22	100.0%
35810 - BOOK SALES	0.00	0.00	-12.00	0.00	0.00	-12.00	0.00	-12.00	100.0%
36030 - MEMORIALS AND DONATIONS	0.00	0.00	326.00	0.00	0.00	326.00	0.00	326.00	100.0%
36035 - DONATIONS-SUMMER READING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
36045 - DEVELOPER DONATIONS	0.00	8.33	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
38010 - PER CAPITA GRANT	0.00	3,117.08	44,137.90	0.00	0.00	44,137.90	37,405.00	6,732.90	118.0%
38020 - OTHER GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
38022 - FAMILY LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39010 - OTHER INCOME	0.00	250.00	2,917.26	0.00	0.00	2,917.26	3,000.00	-82.74	97.24%
39015 - PROGRAM ROOM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39016 - PROGRAM ROOM REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39100 - DEBT PROCEEDS / SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39200 - TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total Revenues	12,433.71	205,193.50	2,332,483.49	132,104.61	4.69	2,464,592.79	2,462,322.00	2,270.79	100.09%
Expenditures									
10Exp - Expense									
1E - PERSONNEL									
41100 - SALARIES	90,178.97	103,332.58	564,467.41	0.00	0.00	564,467.41	1,239,991.00	-675,523.59	45.52%
41110 - INS-HEALTH, DENTAL, LIFE, FSA	12,011.20	14,875.00	69,790.25	0.00	0.00	69,790.25	178,500.00	-108,709.75	39.1%
41120 - FICA EXPENSE	6,772.29	7,583.33	41,698.11	0.00	0.00	41,698.11	91,000.00	-49,301.89	45.82%
41130 - UNEMPLOYMENT COMPENSATION	192.78	250.00	397.24	0.00	0.00	397.24	3,000.00	-2,602.76	13.24%
41140 - WORKERS COMPENSATION	0.00	185.75	2,229.00	0.00	0.00	2,229.00	2,229.00	0.00	100.0%
Subtotal	109,155.24	126,226.67	678,582.01	0.00	0.00	678,582.01	1,514,720.00	-836,137.99	44.8%
2E - ADMINISTRATIVE EXPENSES									
41310 - PROFESSIONAL DEVELOPMENT	0.00	1,216.67	4,693.75	0.00	0.00	4,693.75	14,600.00	-9,906.25	32.15%
41320 - TRAVEL	0.00	225.00	103.88	0.00	0.00	103.88	2,700.00	-2,596.12	3.85%
41330 - ASSOCIATION DUES	275.00	483.33	2,266.00	0.00	0.00	2,266.00	5,800.00	-3,534.00	39.07%
41332 - PAYROLL PROCESSING	477.94	458.33	2,855.51	0.00	0.00	2,855.51	5,500.00	-2,644.49	51.92%
41334 - OFFICE SUPPLIES GENERAL	838.03	405.83	2,487.56	0.00	0.00	2,487.56	4,870.00	-2,382.44	51.08%
41336 - OFFICE EQUIPMENT	2,091.23	1,929.17	10,717.33	0.00	0.00	10,717.33	23,150.00	-12,432.67	46.3%
41338 - POSTAGE	19.44	650.00	3,565.19	0.00	0.00	3,565.19	7,800.00	-4,234.81	45.71%
41342 - ADMINISTRATIVE MISC	390.61	150.00	725.22	0.00	0.00	725.22	1,800.00	-1,074.78	40.29%
41344 - SUPPLIES-FOOD	0.00	250.00	133.67	0.00	0.00	133.67	3,000.00	-2,866.33	4.46%
41346 - MATERIALS & RESOURCE RECOVERY	116.35	133.33	787.60	0.00	0.00	787.60	1,600.00	-812.40	49.23%
41348 - CIRCULATION SERVICES SUPPLIES	87.48	375.00	3,844.27	0.00	0.00	3,844.27	4,500.00	-655.73	85.43%
Subtotal	4,296.08	6,276.67	32,179.98	0.00	0.00	32,179.98	75,320.00	-43,140.02	42.72%

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Detail

December 31, 2021

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
3E • ADMINISTRATIVE TECHNOLOGY EXPEN									
41400 • IT EQUIPMENT UPGRADES-STAFF	19,946.00	2,849.17	59,320.03	0.00	0.00	59,320.03	34,190.00	25,130.03	173.5%
41410 • SOFTWARE STAFF	77.52	479.00	5,184.56	0.00	0.00	5,184.56	5,748.00	-563.44	90.2%
41415 • PHONE SYSTEM	120.00	120.00	720.00	0.00	0.00	720.00	1,440.00	-720.00	50.0%
41420 • TECHNOLOGY MANAGEMENT	4,975.00	5,005.00	29,814.00	0.00	0.00	29,814.00	60,060.00	-30,246.00	49.64%
41425 • WARRANTIES/EXTENDED CARE	788.00	913.75	10,705.32	0.00	0.00	10,705.32	10,965.00	-259.68	97.63%
Subtotal	25,906.52	9,366.92	105,743.91	0.00	0.00	105,743.91	112,403.00	-6,659.09	94.08%
4E • LIBRARY MATERIALS-BOOKS									
42112 • REFERENCE-ELECTRONIC	82.50	3,735.00	43,834.32	0.00	0.00	43,834.32	44,820.00	-985.68	97.8%
42120 • BOOKS-ADULT	3,828.32	4,000.00	18,708.40	0.00	0.00	18,708.40	48,000.00	-29,291.60	38.98%
42122 • BOOKS-LITERACY	0.00	30.83	56.94	0.00	0.00	56.94	370.00	-313.06	15.39%
42130 • BOOKS-YOUNG ADULT	0.00	500.00	906.65	0.00	0.00	906.65	6,000.00	-5,093.35	15.11%
42140 • BOOKS-YOUTH	1,398.54	2,000.00	8,358.16	0.00	0.00	8,358.16	24,000.00	-15,641.84	34.83%
42170 • RBP/ILL BOOK REPLACEMENT	0.00	83.33	487.22	0.00	0.00	487.22	1,000.00	-512.78	48.72%
Subtotal	5,309.36	10,349.17	72,351.69	0.00	0.00	72,351.69	124,190.00	-51,838.31	58.26%
5E • LIBRARY MATERIALS-PERIODICALS									
42210 • PERIODICALS	236.22	1,083.33	5,884.09	0.00	0.00	5,884.09	13,000.00	-7,115.91	45.26%
Subtotal	236.22	1,083.33	5,884.09	0.00	0.00	5,884.09	13,000.00	-7,115.91	45.26%
6E • LIBRARY MATERIALS-AUDIO VISUAL									
42320 • AV MATERIALS-ADULT	2,685.50	2,291.67	8,203.82	0.00	0.00	8,203.82	27,500.00	-19,296.18	29.83%
42330 • AV MATERIALS-YOUNG ADULT	52.99	250.00	441.90	0.00	0.00	441.90	3,000.00	-2,558.10	14.73%
42340 • AV MATERIALS-YOUTH	86.20	625.00	1,347.55	0.00	0.00	1,347.55	7,500.00	-6,152.45	17.97%
Subtotal	2,824.69	3,166.67	9,993.27	0.00	0.00	9,993.27	38,000.00	-8,710.55	26.3%
7E • TECHNOLOGY SERVICES									
42400 • LIBRARY CONSORTIUM	0.00	2,798.58	16,981.22	0.00	0.00	16,981.22	33,583.00	-16,601.78	50.57%
42405 • INTERNET SERVICES	942.72	1,076.25	2,921.10	0.00	0.00	2,921.10	12,915.00	-9,993.90	22.62%
42420 • SOFTWARE PUBLIC	0.00	684.67	5,044.82	0.00	0.00	5,044.82	8,216.00	-3,171.18	61.4%
42445 • IT EQUIPMENT/UPGRADES-PUBLIC	123.90	1,622.17	14,106.68	0.00	0.00	14,106.68	19,466.00	-5,359.32	72.47%
Subtotal	1,066.62	6,181.67	39,053.82	0.00	0.00	39,053.82	74,180.00	-8,530.50	52.65%
8E • LIBRARY MATERIAL MAINTENANCE									
42500 • PROCESSING-TECHNICAL SERVICES	490.51	1,044.50	2,389.64	0.00	0.00	2,389.64	12,534.00	-10,144.36	19.07%
42510 • CATALOGING TOOL	0.00	22.17	0.00	0.00	0.00	0.00	266.00	-266.00	0.0%
42515 • DIGITALIZATION PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	490.51	1,066.67	2,389.64	0.00	0.00	2,389.64	12,800.00	-10,144.36	18.67%
9E • PROGRAMS									
44120 • PROGRAMS-ADULT	643.75	533.33	3,536.45	0.00	0.00	3,536.45	6,400.00	-2,863.55	55.26%
44130 • PROGRAMS-YOUNG ADULT	126.36	458.33	798.52	0.00	0.00	798.52	5,500.00	-4,701.48	14.52%
44135 • PROGRAMS-SUMMER READING	0.00	491.67	0.00	0.00	0.00	0.00	5,900.00	-5,900.00	0.0%
44140 • PROGRAMS-YOUTH	824.51	750.00	6,177.53	0.00	0.00	6,177.53	9,000.00	-2,822.47	68.64%
44145 • EVENTS AND OUTREACH	215.60	166.67	1,263.85	0.00	0.00	1,263.85	2,000.00	-736.15	63.19%
Subtotal	1,810.22	2,400.00	11,776.35	0.00	0.00	11,776.35	28,800.00	-3,558.62	40.89%
10E • MARKETING & PROMOTIONS									
44210 • MARKETING	53.94	613.83	2,545.11	0.00	0.00	2,545.11	7,366.00	-4,820.89	34.55%
44215 • WEBSITE	0.00	420.83	179.88	0.00	0.00	179.88	5,050.00	-4,870.12	3.56%
44220 • PROMO MATERIALS-ADULT	0.00	83.33	559.18	0.00	0.00	559.18	1,000.00	-440.82	55.92%
44240 • PROMO MATERIALS-YOUTH	0.00	133.33	667.85	0.00	0.00	667.85	1,600.00	-932.15	41.74%
44245 • PROGRAM GUIDE	2,627.18	1,300.00	7,028.39	0.00	0.00	7,028.39	15,600.00	-8,571.61	45.05%
44250 • SURVEYS	0.00	32.00	384.00	0.00	0.00	384.00	384.00	0.00	100.0%
Subtotal	2,681.12	2,583.33	11,364.41	0.00	0.00	11,364.41	31,000.00	-19,635.59	36.66%

WEST CHICAGO PUBLIC LIBRARY DISTRICT

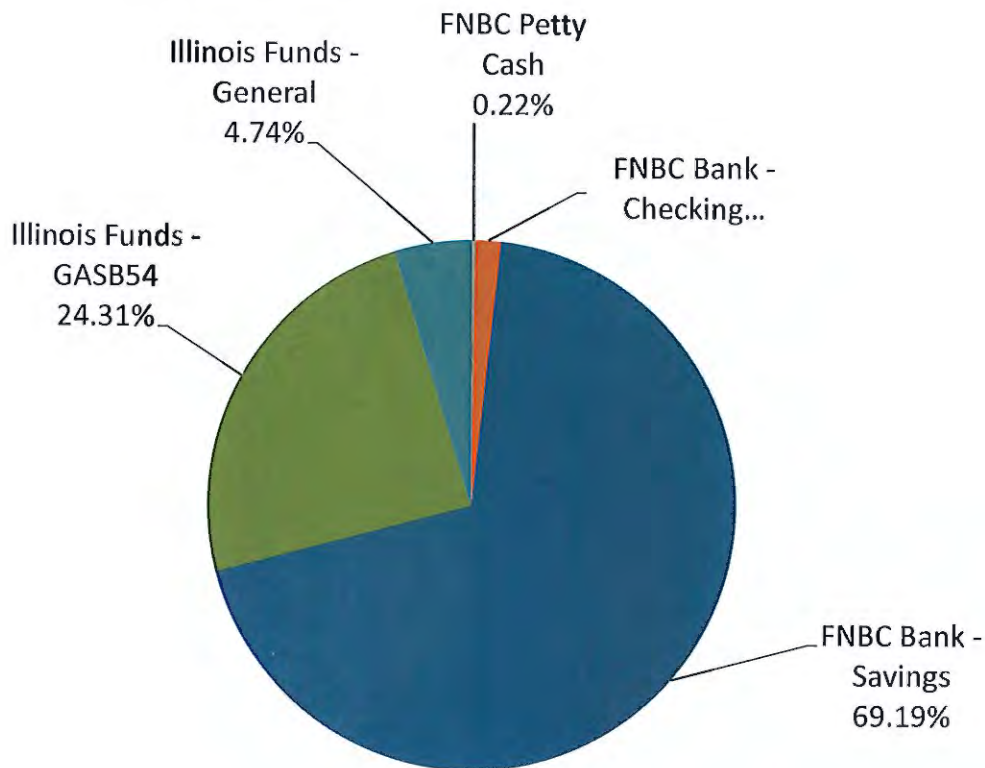
Budget vs. Actual Detail

December 31, 2021

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
11E • FACILITIES & OPERATIONS									
45110 • JANITORIAL SERVICE	650.00	1,333.33	7,800.00	0.00	0.00	7,800.00	16,000.00	-8,200.00	48.75%
45112 • SECURITY SERVICE	3,918.04	1,791.67	15,599.69	0.00	0.00	15,599.69	21,500.00	-5,900.31	72.56%
45115 • JANITORIAL SUPPLIES	365.31	500.00	1,937.10	0.00	0.00	1,937.10	6,000.00	-4,062.90	32.29%
45116 • COVID 19 SUPPLIES	0.00	1,064.58	424.43	0.00	0.00	424.43	12,775.00	-12,350.57	3.32%
45117 • SECURITY CAMERAS	0.00	414.58	0.00	0.00	0.00	0.00	4,975.00	-4,975.00	0.0%
45120 • SNOW REMOVAL	7,240.00	3,000.00	10,860.00	0.00	0.00	10,860.00	36,000.00	-25,140.00	30.17%
45130 • EXTERIOR LANDSCAPING	0.00	670.83	10,775.00	0.00	0.00	10,775.00	8,050.00	2,725.00	133.85%
45140 • EXTERIOR R & M-OTHER	0.00	1,170.83	12,046.56	0.00	0.00	12,046.56	14,050.00	-2,003.44	85.74%
45150 • HVAC R & M	1,925.78	2,083.33	8,305.60	0.00	0.00	8,305.60	25,000.00	-16,694.40	33.22%
45155 • GENERAL BLDG SERVICES	151.16	125.00	750.10	0.00	0.00	750.10	1,500.00	-749.90	50.01%
45160 • CONTRACT INSPECTION & MAINTENAN	2,172.42	1,166.67	10,306.93	0.00	0.00	10,306.93	14,000.00	-3,693.07	73.62%
45165 • INTERIOR R & M-OTHER	-40.46	1,133.33	4,501.18	0.00	0.00	4,501.18	13,600.00	-9,098.82	33.1%
Subtotal	16,382.25	14,454.17	83,306.59	0.00	0.00	83,306.59	173,450.00	-90,143.41	48.03%
12E • UTILITIES									
45310 • UTILITIES-GAS	882.26	600.00	1,894.77	0.00	0.00	1,894.77	7,200.00	-5,305.23	26.32%
45320 • UTILITIES-ELECTRIC	1,556.35	1,833.33	8,514.90	0.00	0.00	8,514.90	22,000.00	-13,485.10	38.7%
45330 • UTILITIES-TELEPHONE	1,017.02	1,000.00	6,378.54	0.00	0.00	6,378.54	12,000.00	-5,621.46	53.16%
45340 • UTILITIES-WATER	607.02	300.00	1,857.84	0.00	0.00	1,857.84	3,600.00	-1,742.16	51.61%
45350 • UTILITIES-TRASH	78.56	91.67	471.36	0.00	0.00	471.36	1,100.00	-628.64	42.85%
Subtotal	4,141.21	3,825.00	19,117.41	0.00	0.00	19,117.41	45,900.00	-26,782.59	41.65%
13E • PROFESSIONAL SERVICES									
45500 • INSURANCE	0.00	1,401.92	16,285.00	0.00	0.00	16,285.00	16,823.00	-538.00	96.8%
45505 • AUDIT	0.00	1,354.42	11,572.00	0.00	0.00	11,572.00	16,253.00	-4,681.00	71.2%
45510 • LEGAL	0.00	1,000.00	4,393.50	0.00	0.00	4,393.50	12,000.00	-7,606.50	36.61%
45515 • PROFESSIONAL SERVICES	0.00	1,186.33	4,095.90	0.00	0.00	4,095.90	14,236.00	-10,140.10	28.77%
45520 • ACCOUNTING	1,575.00	1,750.00	9,700.00	0.00	0.00	9,700.00	21,000.00	-11,300.00	46.19%
Subtotal	1,575.00	6,692.67	46,046.40	0.00	0.00	46,046.40	80,312.00	-34,265.60	57.33%
14E • LIBRARY BOARD EXPENSES									
45600 • CONFERENCE & TRAINING-BOARD	0.00	50.00	0.00	0.00	0.00	0.00	600.00	-600.00	0.0%
45605 • PROF SERVICES-SECRETARIAL	270.75	275.00	1,353.75	0.00	0.00	1,353.75	3,300.00	-1,946.25	41.02%
45610 • LEGAL NOTICES AND ADS	257.60	83.33	679.08	0.00	0.00	679.08	1,000.00	-320.92	67.91%
Subtotal	528.35	408.33	2,032.83	0.00	0.00	2,032.83	4,900.00	-2,867.17	41.49%
15E • CAPITAL EQUIPMENT									
46500 • CAPITAL EQUIPMENT & BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
46510 • CAPITAL PROJECTS-INTERIOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
16E • GRANT EXPENSES									
49600 • GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
49605 • GRANT EXP FAMILY LITERACY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
19E • IMRF EXPENSES									
92500 • IMRF EXPENSE	10,360.61	11,112.25	0.00	63,800.32	0.00	63,800.32	133,347.00	-69,546.68	47.85%
Subtotal	10,360.61	11,112.25	0.00	63,800.32	0.00	63,800.32	133,347.00	-69,546.68	47.85%
70E • SPECIAL RESERVE EXPENDITURES									
70000 • HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
90E • TRANSFERS OUT									
90000 • TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expenditures	186,764.00	205,193.50	1,119,822.40	63,800.32	0.00	1,183,622.72	2,462,322.00	-1,278,699.28	48.07%
Net Income	-174,330.29	0.00	1,212,661.09	68,304.29	4.69	1,280,970.07	0.00	1,280,970.07	100.00%

**West Chicago Public Library District
Investments
December 31, 2021**

Bank	Description	Type	Current Rate	This Year
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.02%	5,110
Petty Cash - Circulations	Cash	PC	n/a	60
FNBC Bank - Checking	#6031	A/P	0.09%	35,270
FNBC Bank - Savings	#0317	MM	0.09%	1,591,030
Illinois Funds - GASB54	#6950	MM	Various	558,923
Illinois Funds - General	#5519	MM	Various	109,024
Total				\$ 2,299,516



VIA CERTIFIED MAIL – RETURN RECEIPT REQUESTED

MEMO



TO: Attached Distribution List

FROM: Kane, McKenna and Associates, Inc. on behalf of the City of West Chicago
Downtown 2 Tax Increment Finance (TIF) District

DATE: January 4, 2022

Attached, please find a copy of the draft Tax Increment Financing (TIF) Plan and Exhibits for the proposed City of West Chicago Downtown 2 TIF District. The notice relating to the public hearing is also included herein.

A Joint Review Board meeting to review this plan is scheduled at the West Chicago City Hall, 475 W. Main Street, West Chicago, Illinois, on January 19, 2022 at 10:00 a.m.. A public hearing regarding this same matter is scheduled at the same location for February 21, 2022, at 7:00 p.m.

Representatives from the following taxing jurisdictions are invited to attend the Joint Review Board meeting on January 12, 2022 at 10:00 a.m. at City Hall.

- DuPage County
- City of West Chicago
- College of DuPage
- High School District No. 94
- Grade School District No. 33
- Winfield Township
- West Chicago Park District
- West Chicago Fire Protection District

A public member and chairperson for JRB will be selected at the meeting.

Enclosed for your review is a copy of the most recent draft of the proposed TIF Redevelopment Plan, which includes the TIF Qualification Report as an exhibit to the Plan.

For further information about these proceedings, please contact Peter Kelly, Economic Development Coordinator at 630-293-2200 Ext. 157, or by email at pkelly@westchicago.org

cc: Greg Smith
Peter Kelly
Tom Dabareiner

**CITY OF WEST CHICAGO, ILLINOIS
WEST CHICAGO DOWNTOWN TIF DISTRICT
TAXING DISTRICT DISTRIBUTION LIST
TAX CODE 4146**

Dr. Brian W. Caputo, President
College of DuPage 502*
425 Fawell Boulevard
Glen Ellyn, IL 60137

Mark Doles, Executive Director
DuPage Airport Authority
2700 International Drive, Suite 200
West Chicago, IL 60185

Dan Cronin, Board Chairman
DuPage County*
421 N County Farm Road
Wheaton, IL 60187

Daniel Hebreard, President
Forest Preserve District of DuPage County
3S580 Naperville Road
Wheaton, IL 60189

Kristina Davis, Ed. S, Superintendent
Grade School District 33*
312 East Forest Avenue
West Chicago, IL 60185

Dr. Moses Cheng, Superintendent
High School District 94*
157 W Washington Street
West Chicago, IL 60185

Ruben Pineda, Mayor
City of West Chicago*
475 Main Street
West Chicago, IL 60185

Benjamin Weseloh, Library Director*
City of West Chicago Library District
118 W. Washington St.
West Chicago, IL 60185

Rosa Linda Campos, President
West Chicago Mosquito Abatement District
421 N County Farm Road
Wheaton, IL 60187

Patrick Tanner, Fire Chief
West Chicago Fire Protection District*
200 Fremont St.
West Chicago, IL 60185

Gary Major, Executive Director
West Chicago Park District*
201 W. National Street
West Chicago, IL 60185

Nicole Prater, Supervisor
Winfield Township*
130 Arbor Avenue
West Chicago, IL 60185

Ms. Karen Ayala, Executive Director
DuPage County Health Dept.
111 N. County Farm Road
Wheaton, IL 60187

Mr. John F. Spatz, Jr., General Manager
DuPage County Water Commission
600 E. Butterfield Road
Elmhurst, IL 60126

*Joint Review Board member

CITY OF WEST CHICAGO, ILLINOIS
WEST CHICAGO DOWNTOWN TIF DISTRICT
TAXING DISTRICT DISTRIBUTION LIST
TAX CODE 4146 (cont.)

John S. Dusza, Highway Commissioner
Winfield Township Road District
30W575 Roosevelt Road
West Chicago, IL 60185

Ms. Sylvia Garcia, Director Illinois
Department of Commerce and Economic
Opportunity
100 W Randolph Street – Suite3-400
Chicago, IL 60601

Ms. Sylvia Garcia, Director
Director Illinois Department of Commerce
and Economic Opportunity
500 E Monroe Street
Springfield, IL 62701

*Joint Review Board member

Draft Date: 11/30/2021

**CITY OF WEST CHICAGO, ILLINOIS
DOWNTOWN 2 TIF DISTRICT REDEVELOPMENT
PROJECT AREA
REDEVELOPMENT PLAN AND PROJECT**

Prepared By:

**City of West Chicago, Illinois
&
Kane, McKenna and Associates, Inc.**

November, 2021



VIA CERTIFIED MAIL – RETURN RECEIPT REQUESTED

MEMO (CONFIRMATION)



TO: Attached Distribution List

FROM: Kane, McKenna and Associates, Inc. on behalf of the City of West Chicago
Downtown 2 Tax Increment Finance (TIF) District

DATE: January 6, 2022

We are sending this **confirming memorandum** to the previous notice of JRB meeting that you received dated January 4, 2022. This memo corrects the JRB meeting date cited the second time in the third paragraph herein (the previous memo erroneously showed the JRB meeting date as January 12, 2022). To confirm, the JRB meeting date is **January 19, 2022** at 10:00 a.m. *Please note that you already received the enclosures noted below with the previous notice dated January 4, 2022.*

Attached, please find a copy of the draft Tax Increment Financing (TIF) Plan and Exhibits for the proposed City of West Chicago Downtown 2 TIF District. The notice relating to the public hearing is also included herein.

A Joint Review Board meeting to review this plan is scheduled at the West Chicago City Hall, 475 W. Main Street, West Chicago, Illinois, on January 19, 2022 at 10:00 a.m.. A public hearing regarding this same matter is scheduled at the same location for February 21, 2022, at 7:00 p.m.

Representatives from the following taxing jurisdictions are invited to attend the Joint Review Board meeting on **January 19, 2022** at 10:00 a.m. at City Hall.

- DuPage County
- City of West Chicago
- College of DuPage
- High School District No. 94
- Grade School District No. 33
- Winfield Township
- West Chicago Public Library District
- West Chicago Park District
- West Chicago Fire Protection District

A public member and chairperson for JRB will be selected at the meeting.

Page 2
January 6, 2022

Enclosed for your review is a copy of the most recent draft of the proposed TIF Redevelopment Plan, which includes the TIF Qualification Report as an exhibit to the Plan.



For further information about these proceedings, please contact Peter Kelly, Economic Development Coordinator at 630-293-2200 Ext. 157, or by email at pkelly@westchicago.org

cc: Greg Smith
Peter Kelly
Tom Dabareiner

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT

CHICAGO, ILLINOIS

1955

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I. Introduction

The City of West Chicago (the “City”) is a suburban municipality serving a population of over 25,000 citizens (according to the 2020 U.S. Census). West Chicago is an established community that sits within DuPage County, roughly thirty miles west of Chicago’s “Loop.” West Chicago is also approximately 30 miles from Chicago O’Hare International Airport and is situated between Interstate 88 to the south and Interstate 90 to the north. In this report, the City proposes a Tax Increment Financing Redevelopment Plan and Project (the “Plan” or “Redevelopment Plan”) pursuant to the TIF Act (as defined below) to enable an area within the City to overcome a number of redevelopment barriers. Kane, McKenna and Associates, Inc. (“KMA”) has been retained by the City to assist in the drafting of this Redevelopment Plan.

Founded as a railroad town in 1855, West Chicago is an ethnically diverse small town with historic roots that sits in the midst of newer western suburbs. According to the City’s “West Chicago Strategic Plan, 2016,” “the City is hemmed in by a variety of unique land uses, ranging from the DuPage County Airport, Fermi National Accelerator Laboratory, and a collection of county forest preserves and land conservancies, all of which isolate West Chicago from the rest of the suburban landscape.” Many of these land uses do not pay property taxes, which places additional burdens on residents. To address these challenges, the “West Chicago Strategic Plan 2016” calls for the City to “Invest in and launch a robust, proactive economic development program, led by the City, that partners with the business and real estate development community to promote West Chicago as a place to invest in a range of commercial and industrial use, and build an “entrepreneurial spirit.” The City considers the Central Main Street area of West Chicago’s downtown to be a key economic development area for the City. The City’s Central Main Street Redevelopment Plan Update, 2017, recognizes this area as having “enormous transit-oriented development potential,” and notes that “the primary role for the City is to set the table for private development”.

Given these conditions, the City has determined that the proposed TIF District (as defined below) would not be redeveloped in a coordinated manner without the adoption of a Tax Increment Financing Redevelopment Plan. The City, with the assistance of KMA, has commissioned this Redevelopment Plan to use tax increment financing in order to alleviate those conditions which deter private investment in the area and meet the City’s redevelopment goals and objectives.

A. Overview of Tax Increment Financing (TIF)

Tax Increment Financing (“TIF”) is an economic development tool which uses future tax revenues to finance redevelopment activity. In the State of Illinois, an area can be designated as a “redevelopment project area” pursuant to the TIF Act if it faces certain impediments to redevelopment. At the time of designation, the equalized assessed value of tax parcels within the boundaries of the district are “frozen” for the term of the redevelopment project area. Taxing jurisdictions that overlap that district continue to receive property taxes, but those revenues are limited to those based on the “frozen” or base equalized assessed values. Any property tax revenue generated from increases in equalized assessed value relative to the frozen values are deposited in

a special tax allocation fund. This revenue is then used to finance redevelopment activities within the district to accomplish various community and economic development goals.

B. The Redevelopment Plan

The Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-3, et. seq., as amended (the "TIF Act" or "Act") enables Illinois municipalities to establish a "redevelopment project area" either to eliminate the presence of blight or to prevent its onset. The Act finds that municipal TIF authority serves a public interest in order to: "promote and protect the health, safety, morals, and welfare of the public, that blighted conditions need to be eradicated and conservation measures instituted, and that redevelopment of such areas be undertaken; that to remove and alleviate adverse conditions it is necessary to encourage private investment and restore and enhance the tax base of the taxing districts in such areas by the development or redevelopment of project areas" (65 ILCS 5/11-74.4-2(b)).

To establish an area as a "redevelopment project area" pursuant to the Act, Illinois municipalities must adopt several documents including a Redevelopment Plan and Qualification Report that provides in reasonable detail the basis for the eligibility of the RPA. A Redevelopment Plan is any comprehensive program of the municipality for development or redevelopment intended by the payment of redevelopment project costs to reduce or eliminate those conditions which qualify the redevelopment project area as a "blighted area," "conservation area," (or combination thereof), or "industrial park conservation area," and thereby to enhance the tax bases of the taxing districts which extend into the redevelopment project area as set forth in the TIF Act.

The City has authorized KMA to study the area identified in the boundary map attached hereto as Exhibit 1 (the "Redevelopment Project Area," "RPA," or "TIF District") in relation to its eligibility as a Redevelopment Project Area under the TIF Act, to prepare a report for the eligibility of the RPA (the "Qualification Report") and to prepare a Redevelopment Plan for the RPA.

C. Findings Pursuant to the TIF Act

It is found and declared by the City through legislative actions as required by the Act that:

1. That to alleviate the adverse conditions, it is necessary to encourage private investment and enhance the tax base of the taxing districts in such areas by the development or redevelopment of certain areas;
2. That public/private partnerships are determined to be necessary in order to achieve development goals;
3. The Redevelopment Project Area on the whole has not been subject to growth and development through investment by private enterprise and would not reasonably be anticipated to be developed without the adoption of this redevelopment plan;
4. That the use of incremental tax revenues derived from the tax rates of various taxing districts in the RPA for the payment of redevelopment project costs that are incurred in the

redevelopment of the RPA will incentivize such redevelopment and benefit such taxing districts in the long run, by alleviating the conditions identified in the Eligibility Report and increasing the assessment base;

5. That such increased assessment base is not likely to be achieved without using such incentives to first alleviate such conditions; and
6. The Redevelopment Plan and Project conforms to the City's 2016 "West Chicago Strategic Plan," (the "Comprehensive Plan") which guides development of the City as a whole.

It is further found, and certified by the City, in connection to the process required for the adoption of this Redevelopment Plan pursuant to 65 ILCS 5/11-74.4-3(n)(5) of the Act, that this Redevelopment Plan will not result in the displacement of ten (10) or more inhabited residential units. Therefore, this Redevelopment Plan does not include a housing impact study as is required under the Act.

The redevelopment activities that will take place within the RPA will produce benefits that are reasonably distributed throughout the RPA. Redevelopment of the RPA is tenable only if a portion of the improvements and other costs are funded by the RPA.

Pursuant to the Act, the RPA includes only those contiguous parcels of real property and improvements thereon substantially benefited by the Redevelopment Plan. Also pursuant to the Act, the area of the RPA in the aggregate is more than 1½ acres.

II. Redevelopment Project Area

A. Redevelopment Project Area Summary

The RPA is located in the downtown area and west of the downtown area of the City and consists of one-hundred and twenty-two (122) tax parcels generally bounded by City Hall to the east, Main Street and Union Pacific Railroad to the south, High Street, Washington Street and McConnell Avenue to the north and Aurora Street to the west. Most of the uses within this area are retail/commercial, mixed-use, institutional, and some single- and multi-family residential uses.

B. Legal Description of Redevelopment Project Area

The Redevelopment Project Area legal description is attached as Exhibit 2.

III. Redevelopment Goals

A. City Goals

The City has established a number of goals, objectives and strategies which would determine the kinds of activities to be undertaken within the RPA.

An important underlying document is the Strategic Plan, which, as an element of the planning process, describes the overall vision for the City and is the foundation for City initiatives. This planning document influences all other City planning processes including those related to TIF. The below Table 1 summarizes goals in the 2016 Strategic Plan that are applicable to the RPA.

Table 1. 2016 Strategic Plan Goals Relevant to Redevelopment of the RPA

Element	Goals/Objectives
Establish targeted investment and economic development strategies for each are of the City's five defined business districts, tailored to the corridor and sire-specific conditions	<p>Develop detailed implementation strategies to competitively position each of these five areas for development, redevelopment, and new investment. Through these efforts, each commercial areas should be reinforced as a distinctive business district that aligns with land use planning, zoning, infrastructure investment, corridor branding and urban design character in a manner that differentiates the district from other parts of the West Chicago, as well as other parts of suburban Chicago.</p> <p>The City should make a final determination on the real estate it owns in downtown West Chicago and consider selling a portion to a private developer,</p> <p>The City Hall site should be prioritized and incentivized for infill development to add greater density to the downtown neighborhood.</p> <p>The City should continue supporting the downtown as a TOD hub by partnering with Metra and other property owners to maximize the available rea estate, including parking lots.</p>
Create a ten-year placemaking and infrastructure investment strategy that emphasizes public improvements that elevate the appearance and image of West Chicago.	<p>The City should pursue public-private partnerships as much as possible and lead a series f programs and efforts to accelerate the investment in signature place making projects that further distinguishes West Chicago s a readily identifiable and memorable smalltown community within the greater Chicago region.</p> <p>Evaluate coordinating economic development efforts with capital improvements o mark each commercial corridor in a distinctive manner</p> <p>Evaluate the community's sidewalk connectivity and street lighting coverage, and produce au assessment that prioritizes improvements to address public safety and community appearance.</p>

Source: City of West Chicago 2016 "West Chicago Strategic Plan"

Implementation of this Redevelopment Plan will facilitate the accomplishment of these and other goals described in the Strategic Plan. It is further expected that the "redevelopment projects" as

defined in the TIF Act will return the RPA to economically productive use; thus, accomplishing the City's general goals regarding enhancing and strengthening the City's tax base.

B. Redevelopment Project Area Goals

Given the potential community benefits that may be gained from redevelopment of the RPA, efforts should be made to achieve the following goals for the RPA:

1. Reduce or address those adverse impacts described in the TIF Qualification Report which deter private investment in the RPA;
2. Return underutilized property located within the RPA to productive use and strengthen and enhance the City's tax base;
3. Provide for high-quality, development within the RPA that facilitates community and economic development goals; and
4. Accomplish redevelopment of the RPA over a reasonable time period.

These goals may be accomplished by pursuing the following objectives for the RPA:

1. Promotion of the redevelopment of underutilized property located within the RPA;
2. Provision for the assembly or coordination of private and public property for viable redevelopment projects;
3. Improvement of existing rights-of-way and infrastructure including, but not limited to roadways, streetscape, traffic signalization and parking improvements;
4. Provision of necessary site preparation including, but not limited to, grading, demolition and environmental remediation; and
5. Provision of public investment that improves the physical condition and visual aesthetic of the area including those in the public realm (e.g. streetscaping) and the private realm (e.g. facades and signage).

These objectives may be pursued independently by the City or in private partnership by entering into redevelopment agreements in order to redevelop existing property or induce new development to locate within the RPA.

IV. Evidence of Lack of Development and Growth

A. Qualification Report

The Redevelopment Plan Area's qualification under the TIF Act was evaluated by representatives of KMA from August, 2021 through the November, 2021. Analysis was aided by certain reports obtained from the City and other sources. Only information which would directly aid in the determination of eligibility for a redevelopment project area was utilized.

The reported results of this evaluation are attached as Exhibit 3 of this Redevelopment Plan.

B. Findings

As found in Exhibit 3 of this Redevelopment Plan, the RPA has suffered from certain impediments to redevelopment. The area has been burdened with a lack of significant private investment and/or development. As a result, the RPA is not likely to experience significant development and growth without the use of City resources.

Factors which constitute evidence of the property as a "conservation area" and which impair sound growth in the RPA are: (i) obsolescence; (ii) deterioration of structures or site improvements; (iii) inadequate utilities; (iv) lagging EAV; (v) lack of community planning; and (vi) environmental cleanup.

V. Assessment of Fiscal Impact on Affected Taxing Districts

It is anticipated that the implementation of this Redevelopment Plan will have a positive financial impact on the affected taxing districts. Actions to be taken by the City to enhance its tax base through the implementation of this Redevelopment Plan will also have a positive impact on the affected taxing districts.

Strategies will be encouraged to promote growth via private investment within the area, while specific objectives will be geared toward stabilizing the RPA's existing strengths and revitalizing the RPA's redevelopment potential.

It is anticipated that the RPA will require minimal increased services from affected taxing districts other than the City. Should the City achieve success in attracting private investment which does result in the need for documented increased services from any taxing districts, the City will consider the declaration of sufficient surplus funds (which funds are neither expended nor obligated) as provided by the TIF Act, to assist affected taxing districts in paying the costs for the increased services.

Any surplus funds that may exist will be proportionately shared, based on the appropriate tax rates for a given year, with the various taxing districts including the City. Prior to any surplus disbursement, all TIF eligible costs either expended or incurred as an obligation by the City will be duly accounted for through the administration of the Special Tax Allocation Fund to be established by the City as provided by the TIF Act.

VI. Housing Impact Study

The RPA was studied in order to determine if a housing impact study would need to be conducted pursuant to the TIF Act.

A housing impact study is not required to be completed because the City will certify that it will not displace ten (10) or more residential units and no residential uses are located within the RPA.

If, later, the City does decide that it is necessary to dislocate ten (10) or more residential units, then the City must complete a housing impact study and amend the Redevelopment Plan herein.

VII. Redevelopment Project

A. Redevelopment Activities

The City will implement a coordinated program of actions allowed under the Act, including, but not limited to, the following actions:

Land Assembly: Property within the RPA may be acquired, assembled and reconfigured into appropriate redevelopment sites. The City may also cover any relocation costs related to land assembly activities.

Site Preparation, Clearance, and Demolition: Property within the RPA may be improved by site clearance, excavation, regrading, environmental remediation or demolition.

Public Improvements: Public improvements within the RPA may be provided or repaired to support the Redevelopment Plan and Project. Examples of such public improvements may include but are not limited to: (i) public utilities and infrastructure including roadways, water mains, sanitary sewer systems and storm sewer systems; (ii) public parking facilities; (iii) storm water management and detention facilities; and (iv) landscaping, lighting, traffic signalization; signage; and other improvements to the streetscape. Relocation of utilities or infrastructure may also be funded as determined by the City.

Rehabilitation and Construction: Rehabilitation of certain structures within the RPA in order to provide for the redevelopment of the area and conformance to City Code provisions. Improvements may include commercial signage upgrades, exterior and facade related work as well as interior related work.

Interest Rate Write-Down: Entering into agreements with property owners/developers whereby a portion of the interest cost of a construction, renovation or rehabilitation project is paid for on annual basis out of the Special Tax Allocation Fund of the RPA, in accordance with the Act.

Job Training: Assisting facilities and enterprises located within the RPA in providing job training assistance. Job training and retraining programs currently available from or through other governments include, but are not limited to; federal programs, state programs, applicable local vocational educational programs including community college sponsored programs and other federal, state, county or non-profit operated programs that are available or will be developed and initiated over time.

B. General Land Use Plan

Existing land uses consists largely of retail/commercial, mixed-use, institutional, and some single- and multi-family residential uses. Existing land uses are shown in Exhibit 4, attached hereto.

Proposed land uses in the RPA are to consist of commercial, retail, mixed-use, residential and institutional uses. Intended land uses will conform to the City's Strategic Plan. Exhibit 5, attached hereto and made a part of this Plan designates the proposed general land uses in the Redevelopment Project Area.

C. Additional Design and Control Standards

The appropriate design controls, including for any Planned Unit Developments, as set forth in the City's Zoning Ordinance, as amended, shall apply to the RPA.

D. Eligible Redevelopment Project Costs

Redevelopment project costs mean and include the sum of all reasonable or necessary costs incurred or estimated to be incurred, as provided in the Act, and any such costs incidental to this Redevelopment Plan. Private investments, which supplement municipal Redevelopment Project Costs, are expected to substantially exceed such redevelopment project costs.

Eligible costs permitted under the Act which may be pertinent to this Redevelopment Plan include:

1. *Professional Services* - Costs of studies and surveys, development of plans and specifications, implementation and administration of the redevelopment plan including, but not limited to, staff and professional service costs for architectural, engineering, legal, marketing, financial, planning, or other special services, provided, however, that no charges for professional services may be based on a percentage of the tax increment collected; except that after November 1, 1999, no contracts for professional services, excluding architectural and engineering services, may be entered into if the terms of the contract extend beyond a period of three (3) years. In addition, "redevelopment project costs" shall not include lobbying expenses;
- 1.1 After July 1, 1999, annual administrative costs shall not include general overhead or administrative costs of the municipality that would still have been incurred by the municipality if the municipality had not designated a redevelopment area or approved a redevelopment plan;
2. *Marketing* - The cost of marketing sites within the redevelopment project area to prospective businesses, developers, and investors;

3. *Property Assembly Costs* - Including, but not limited to, acquisition of land and other property, real or personal, or rights or interest therein, demolition of buildings, site preparation, site improvements that serve as an engineered barrier addressing ground level or below ground environmental contamination, including, but not limited to, parking lots and other concrete or asphalt barriers, and the clearing and grading of land;
4. *Rehabilitation Costs* - Costs of rehabilitation, reconstruction or repair or remodeling of existing public or private buildings, fixtures and leasehold improvements; and the costs of replacing an existing public building if pursuant to the implementation of a redevelopment project the existing public building is to be demolished to use the site for private investment or devoted to a different use requiring private investment; including any direct or indirect costs relating to Green Globes or LEED certified construction elements or construction elements with an equivalent certification;
5. *Public Works and Improvements* - Costs of the construction of public works or improvements, including any direct or indirect costs relating to Green Globes or LEED certified construction elements or construction elements with an equivalent certification, except that on and after November 1, 1999 redevelopment project costs shall not include the cost of constructing a new municipal public building principally used to provide offices, storage space, or conference facilities or vehicle storage, maintenance, or repair for administrative, public safety, or public works personnel and that is not intended to replace an existing public building as provided under paragraph (3) of subsection (q) of Section 11-74.4-3 unless either (i) the construction of the new municipal building implements a redevelopment project that was included in a redevelopment plan that was adopted by the municipality prior to the effective date of this amendatory Act of the 91st General Assembly or (ii) the municipality makes a reasonable determination in the redevelopment plan, supported by information that provided that basis for that determination, that the new municipal building is required to meet an increase in the need for public safety purposes anticipated to result from the implementation of the redevelopment plan;
6. *Job Training* - Costs of job training and retraining projects including the costs of ‘welfare to work’ programs implemented by businesses located within the redevelopment project area;
7. *Financing Incentives* - Financing costs, including but not limited to all necessary and incidental expenses related to the issuance of obligations and which may include payment of interest on any obligations issued pursuant to the Act accruing during the estimated period of construction of any redevelopment project for which such obligations are issued and for not exceeding 36 months thereafter and including reasonable reserves related thereto;
8. *Capital Costs* - To the extent the municipality by written agreement accepts and approves the same, all or a portion of a taxing district’s capital (and additional student tuition) costs

resulting from the redevelopment project necessarily incurred or to be incurred within a taxing district in furtherance of the objectives of the redevelopment plan and project;

9. *School-related Costs* - For redevelopment project areas designated (or redevelopment project areas amended to add or increase the number of tax-increment-financing assisted housing units) on or after November 1, 1999 an elementary, secondary, or unit school district's increased costs attributable to assisted housing units located within the redevelopment project area for which the developer or redeveloper receives financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing as authorized by the Act, and which costs shall be paid by the municipality from the Special Tax Allocation Fund when the tax increment revenue is received as a result of the assisted housing units and shall be calculated annually as follows:
 - a) for foundation districts, excluding any school district in a municipality with a population in excess of 1,000,000; by multiplying the district's increase in attendance resulting from the net increase in new students enrolled in that school district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by the Act since the designation of the redevelopment project area by the most recently available per capita tuition cost as defined in Section 10-20.12a of the School Code less any increase in general State aid as defined in Section 18-8.05 of the School Code attributable to these added new students subject to the following annual limitations:
 - (i) for unit school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 25% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act;
 - (ii) for elementary school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 17% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act; and
 - (iii) for secondary school districts with a district average 1995-96 Per Capita Tuition Charge of less than \$5,900, no more than 8% of the total amount of property tax increment revenue produced by those

housing units that have received tax increment finance assistance under this Act.

- b) For alternate method districts, flat grant districts, and foundation districts with a district average 1995-96 Per Capita Tuition charge equal to or more than \$5,900, excluding any school district with a population in excess of 1,000,000, by multiplying the district's increase in attendance resulting from the net increase in new students enrolled in that school district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by the Act since the designation of the redevelopment project area by the most recently available per capita tuition cost as defined in Section 10-20.12a of the School Code less any increase in general state aid as defined in Section 18-8.05 of the School Code attributable to these added new students subject to the following annual limitations:
 - (i) for unit school district, no more than 40% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act;
 - (ii) for elementary school district, no more than 27% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under this Act; and
 - (iii) for secondary school districts, no more than 13% of the total amount of property tax increment revenue produced by those housing units that have received tax increment finance assistance under the Act.
- c) Any school district in a municipality with a population of 1,000,000, additional restrictions apply. Any school district seeking payment shall, after July 1 and before September 30 of each year, provide the municipality with reasonable evidence to support its claim for reimbursement before the municipality shall be required to approve or make the payment to the school district. If the school district fails to provide the information during this period in any year, it shall forfeit any claim to reimbursement for that year. School districts may adopt a resolution waiving the right to all or a portion of the reimbursement otherwise required by the Act. By acceptance of this reimbursement the school district waives the right to directly or indirectly set aside, modify, or contest in any manner the establishment of the redevelopment project area or projects;

10. *Library Costs* - For redevelopment project areas designated (or redevelopment project areas amended to add or increase the number of tax-increment-financing assisted housing units) on or after January 1, 2005, a public library district's increased costs attributable to assisted housing units located within the redevelopment project area for which the developer or redeveloper receives financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing as authorized by this Act shall be paid to the library district by the municipality from the Special Tax Allocation Fund when the tax increment revenue is received as a result of the assisted housing units. This paragraph applies only if (i) the library is located in a county that is subject to the Property Tax Extension Limitation Law or (ii) the library district is not located in a county that is subject to the Property Tax Extension Limitation Law but the district is prohibited by any other law from increasing its tax levy rate without a prior voter referendum.

The amount paid to a library district under this paragraph shall be calculated by multiplying (i) the net increase in the number of persons eligible to obtain a library card in that district who reside in housing units within the redevelopment project area that have received financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the housing sites necessary for the completion of that housing as authorized by this Act since the designation of the redevelopment project area by (ii) the per-patron cost of providing library services so long as it does not exceed \$120. The per-patron cost shall be the Total Operating Expenditures Per Capita as stated in the most recent Illinois Public Library Statistics produced by the Library Research Center at the University of Illinois. The municipality may deduct from the amount that it must pay to a library district under this paragraph any amount that it has voluntarily paid to the library district from the tax increment revenue. The amount paid to a library district under this paragraph shall be no more than 2% of the amount produced by the assisted housing units and deposited into the Special Allocation Fund.

A library district is not eligible for any payment under this paragraph unless the library district has experienced an increase in the number of patrons from the municipality that created the tax-increment-financing district since the designation of the redevelopment project area.

Any library district seeking payment under this paragraph shall, after July 1 and before September 30 of each year, provide the municipality with convincing evidence to support its claim for reimbursement before the municipality shall be required to approve or make the payment to the library district. If the library district fails to provide the information during this period in any year, it shall forfeit any claim to reimbursement for that year. Library districts may adopt a resolution waiving the right to all or a portion of the

reimbursement otherwise required by this paragraph. By acceptance of such reimbursement, the library district shall forfeit any right to directly or indirectly set aside, modify, or contest in any manner whatsoever the establishment of the redevelopment project area or projects;

11. *Relocation Costs* - to the extent that the City determines that relocation costs shall be paid or is required to make payment of relocation costs by federal or state law;
12. *Payment in Lieu of Taxes*;
13. *Job Training* - Costs of job training, advanced vocational education or career education, including but not limited to courses in occupational, semi-technical or technical fields leading directly to employment, incurred by one or more taxing districts, provided that such costs (i) are related to the establishment and maintenance of additional job training, advanced vocational education or career education programs for persons employed or to be employed by employers located in the redevelopment project area; and (ii) when incurred by a taxing district or taxing districts other than the City, are set forth in a written agreement by or among the City and the taxing district or taxing districts, which agreement describes the program to be undertaken, including but not limited to the number of employees to be trained, a description of the training and services to be provided, the number and type of positions available or to be available, itemized costs of the program and sources of funds to pay for the same, and the term of agreement. Such costs include, specifically, the payment by community college districts of costs pursuant to Section 3-37, 3-38, 3-40 and 3-40.1 of the Public Community College Act and by school districts of costs pursuant to Section 10-22.20a and 10-23.3a of the School Code;
14. *Interest Costs* – incurred by a redeveloper related to the construction, renovation or rehabilitation of a redevelopment project provided that:
 - a) such costs are to be paid directly from the Special Tax Allocation Fund established pursuant to the Act;
 - b) such payments in any one-year may not exceed 30% of the annual interest costs incurred by the developer pertaining to the redevelopment project during that year;
 - c) if there are not sufficient funds available in the Special Tax Allocation Fund to make the payment pursuant to this paragraph then the amounts so due shall accrue and be payable when sufficient funds are available in the Special Tax Allocation Fund;
 - d) the total of such interest payments paid pursuant to the Act may not exceed 30% of the total (i) cost paid or incurred by the redeveloper for the redevelopment project plus (ii) redevelopment project costs excluding any property assembly costs and any relocation costs incurred by a municipality pursuant to the Act;

- e) the cost limits set forth in subparagraphs (b) and (d) shall be modified for the financing of rehabilitated or new housing units for low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act and the percentage of 75% shall be substituted for 30% in subparagraphs (b) and (d);
- f) Instead of the eligible costs provided by subparagraphs (b) and (d), as modified by this subparagraph, and notwithstanding any other provisions of the Act to the contrary, the municipality may pay from tax increment revenues up to 50% of the cost of construction of new housing units to be occupied by low-income households and very low-income households as defined in Section 3 of the Illinois Affordable Housing Act. The cost of construction of those units may be derived from the proceeds of bonds issued by the municipality under the Act or other constitutional or statutory authority or from other sources of municipal revenue that may be reimbursed from tax increment revenues or the proceeds of bonds issued to finance the construction of that housing. The eligible costs provided under this subparagraph (f) shall be an eligible cost for the construction, renovation, and rehabilitation of all low and very low-income housing units, as defined in Section 3 of the Illinois Affordable Housing Act, within the redevelopment project area. If the low and very low-income units are part of a residential redevelopment project that includes units not affordable to low and very low-income households, only the low and very low-income units shall be eligible for benefits under subparagraph (f).

The standards for maintaining the occupancy by low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act, of those units constructed with eligible costs made available under the provisions of this subparagraph (f) shall be established by guidelines adopted by the municipality. The responsibility for annually documenting the initial occupancy of the units by low-income households and very low-income households, as defined in Section 3 of the Illinois Affordable Housing Act, shall be that of the then current owner of the property. For ownership units, the guidelines will provide, at a minimum, for a reasonable recapture of funds, or other appropriate methods designed to preserve the original affordability of the ownership units. For rental units, the guidelines will provide, at a minimum, for the affordability of rent to low and very low-income households. As units become available, they shall be rented to income-eligible tenants.

The municipality may modify these guidelines from time to time; the guidelines, however, shall be in effect for as long as tax increment revenue is being used to pay for costs associated with the units or for the retirement of bonds issued to finance the units or for the life of the redevelopment project area, whichever is later;

15. *Day Care* - If the redevelopment project area is located within a municipality with a population of more than 100,000, the cost of day care services for children of employees from low-income families working for businesses located within the redevelopment project area and all or a portion of the cost of operation of day care centers established by redevelopment project area businesses to serve employees from low-income families working in businesses located in the redevelopment project area. For the purposes of this paragraph, "low-income families" means families whose annual income does not exceed 80% of the municipal, county, or regional median income, adjusted for family size, as the annual income and municipal, county or regional median income are determined from time to time by the United States Department of Housing and Urban Development.

The TIF Act prohibits certain costs, including the following:

Construction of Privately-owned Buildings - Unless explicitly stated herein the costs of construction of new privately-owned buildings shall not be an eligible redevelopment project cost;

Retail Displacement - After November 1, 1999, none of the redevelopment project costs enumerated in this subsection shall be eligible redevelopment projects if those costs would provide direct financial support to a retail entity initiating operations in the redevelopment project area while terminating operations at another Illinois location within 10 miles of the redevelopment project area but outside the boundaries of the redevelopment project area municipality. For purposes of this paragraph, termination means a closing of a retail operation that is directly related to the opening of the same operation or like retail entity owned or operated by more than 50% of the original ownership in a redevelopment project area, but it does not mean closing an operation for reasons beyond the control of the retail entity, as documented by the retail entity, subject to a reasonable finding by the municipality that the current location contained inadequate space, has become economically obsolete, or was no longer a viable location for the retailer or serviceman;

Historic Building Demolition - No cost shall be a redevelopment project cost in a redevelopment project area if used to demolish, remove, or substantially modify a historic resource, after August 26, 2008, unless no prudent and feasible alternative exists. "Historic Resource" means (i) a place or structure that is included or eligible for inclusion on the National Register of Historic Places or (ii) a contributing structure in a district on the National Register of Historic Places. This restriction does not apply to a place or structure for which demolition, removal, or modification is subject to review by the preservation agency of a Certified Local Government designated as such by the National Park Service of the United States Department of the Interior.

If a Special Service Area has been established pursuant to the Special Service Area Tax Act or Special Service Area Tax Law, then any tax incremental revenues derived from the tax imposed pursuant to Special Service Area Tax Act or Special Service Area Tax Law may be used within

the redevelopment project area for the purposes permitted by that Act or Law as well as the purposes permitted by the TIF Act.

Estimated costs are shown in the below Table 2.

Table 2. Redevelopment Project Cost Estimates

Program Actions/Improvements	Estimated Costs
Land and Property Acquisition and Assembly Costs (including Relocation Costs)	\$ 3,000,000
Site Preparation, Demolition, and Environmental Cleanup.	\$ 3,000,000
Public Works or Improvements including, but not limited to, water, storm, sanitary sewer, traffic management, and roadway and streetscape improvements	\$14,000,000
Rehabilitation of Existing Structures	\$ 5,000,000
Professional Service Costs (Including without limitation Planning, Legal, Engineering, Architectural, Financial, Administrative, Annual Reporting and Marketing)	\$ 1,000,000
Interest Costs Pursuant to the Act	\$ 5,000,000
School Tuition/Library Costs/Capital Improvements (per the TIF Act)	\$ 8,500,000
Job Training	\$ 500,000
<hr/>	
TOTAL ESTIMATED TIF BUDGET	\$40,000,000

Notes:

- (1) All project cost estimates are in 2021 dollars. Costs may be adjusted for inflation per the TIF Act.
- (2) In addition to the costs identified in the exhibit above, any bonds, notes or other obligations issued to finance a phase of the Project may include an amount sufficient to pay (a) customary and reasonable charges associated with the issuance of such obligations, (b) interest on such bonds, notes, or other obligations, and (c) capitalized interest and reasonably required reserves.
- (3) Adjustments to the estimated line-item costs above are expected. Adjustments may be made in line-items within the total, either increasing or decreasing line-items costs for redevelopment. Each individual project cost will be reevaluated in light of the projected private development and resulting tax revenues as it is considered for public financing under the provisions of the Act. The totals of the line-items set forth above are not intended to place a total limit on the described expenditures, as the specific items listed above are not intended to preclude payment of other eligible redevelopment project costs in connection with the redevelopment of the RPA – provided the total amount of payment for eligible redevelopment project costs shall not exceed the overall Total Estimated TIF Budget amount outlined above and all as provided for in the Act.

E. Sources of Funds to Pay Redevelopment Project Costs

Funds necessary to pay for public improvements and other project costs eligible under the TIF Act are to be derived principally from property tax increment revenues, and proceeds from municipal obligations, if any. Any such obligations would be retired primarily with tax increment revenues and interest earned on surplus revenue available, but not immediately needed, for the Redevelopment Plan. The City may utilize incremental revenues from contiguous redevelopment project areas to pay for redevelopment project costs within the RPA, and conversely, transfer incremental revenues from the RPA to contiguous TIFs, as provided for in the TIF Act.

Any publicly funded "redevelopment project costs" as defined in the TIF Act are subject to (a) approval by the City; (b) having specific cost categories as set forth in the TIF Act; and (c) pursuant to the City's incentive policy.

The tax revenues which will be used to pay debt service on the municipal obligations, if any, and to directly pay redevelopment project costs, shall be derived from the incremental increase in property taxes attributable to the increase in the equalized assessed value of each taxable lot, block, tract or parcel of real property in the RPA over and above the initial equalized assessed value of each such lot, block, tract or parcel in the RPA in the 2020 tax year for the RPA.

Among the other sources of funds which may be used to pay for redevelopment project costs and debt service on municipal obligations issued to finance project costs are the following: certain local sales or utility taxes, special service area taxes, the proceeds of property sales, certain land lease payments, certain Motor Fuel Tax revenues, certain state and federal grants or loans, certain investment income, and such other sources of funds and revenues as the City may from time to time deem appropriate.

F. Nature and Term of Obligations

The City may issue obligations secured by the tax increment Special Tax Allocation Fund established for the Redevelopment Project Area pursuant to the Act or such other funds as are available to the City by virtue of its powers pursuant to the Illinois State Statutes.

Any and/or all obligations issued by the City pursuant to this Redevelopment Plan and the Act shall be retired not more than twenty-three years from the date of adoption of the ordinance approving the Redevelopment Project Area. The actual date for such retirement of obligations shall not be later than December 31 of the year in which the payment to the municipal treasurer, pursuant to the Act, is to be made with respect to ad valorem taxes levied in the 23rd calendar year, occurring after adoption of the ordinance which establishes the RPA.

The final maturity date of any obligations issued pursuant to the Act may not be later than twenty years from their respective date of issuance. One or more series of obligations may be issued from time to time in order to implement this Redevelopment Plan. The total principal and interest payable in any year on all obligations shall not exceed the amount available in that year or

projected to be available in that year, may be payable from tax increment revenues and from bond sinking funds, capitalized interest, debt service reserve funds, and all other sources of funds as may be provided by ordinance.

Those revenues not required for principal and interest payments, for required reserves, for bond sinking funds, for redevelopment project costs, for early retirement of outstanding securities, and to facilitate the economical issuance of additional bonds necessary to accomplish the Redevelopment Plan, may be declared surplus and shall then become available for distribution annually to taxing districts overlapping the RPA in the manner provided by the Act.

Such securities may be issued on either a taxable or tax-exempt basis, with either fixed rate or floating interest rates; with or without capitalized interest; with or without deferred principal retirement; with or without interest rate limits except as limited by law; and with or without redemption provisions, and on such other terms, all as the City may determine.

G. Most Recent and Anticipated Equalized Assessed Value (EAV)

The most recent estimate of equalized assessed valuation (“EAV”) for tax year 2020 of the property within the RPA is approximately \$5,529,652. This is only an estimate and the certified EAV of the RPA will be determined by the County subsequent to adoption of the City’s TIF ordinances.

Upon completion of the anticipated private development of the Redevelopment Project Area over a twenty-three-year period, it is estimated that the equalized assessed valuation of the property within the Redevelopment Project Area will range from approximately \$45,000,000 to \$50,000,000.

VIII. Scheduling of Redevelopment Project

A. Redevelopment Project

An implementation strategy will be employed with full consideration given to the availability of both public and private funding.

Redevelopment projects will begin as soon as the specific private entities have obtained financing approvals for appropriate projects and such uses are conformant with City zoning and planning requirements.

Depending upon the scope of the development as well as the actual uses, those redevelopment activities described in Section VI may be included in each phase.

B. Commitment to Fair Employment Practices and Affirmative Action

As part of any Redevelopment Agreement entered into by the City and any private developers, both parties will agree to establish and implement an honorable, progressive, and goal-oriented affirmative action program that serves appropriate sectors of the City. The program will conform to the most recent City's policies and plans.

With respect to the public/private development's internal operations, both entities will pursue employment practices which provide equal opportunity to all people regardless of sex, color, race or creed. Neither party will discriminate against any employee or applicant because of sex, marital status, national origin, age, or the presence of physical disabilities. These nondiscriminatory practices will apply to all areas of employment, including: hiring, upgrading and promotions, terminations, compensation, benefit programs and education opportunities.

All those involved with employment activities will be responsible for conformance to this policy and the compliance requirements of applicable state and federal regulations.

The City and private developers will adopt a policy of equal employment opportunity and will include or require the inclusion of this statement in all contracts and subcontracts at any level. Additionally, all entities will seek to ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which all employees are assigned to work. It shall be specifically ensured that all on-site supervisory personnel are aware of and carry out the obligation to maintain such a working environment.

Finally, the entities will utilize affirmative action to ensure that business opportunities are provided and that job applicants are employed and treated in a nondiscriminatory manner. Underlying this policy is the recognition by the entities that successful affirmative action programs are important to the continued growth and vitality of the community.

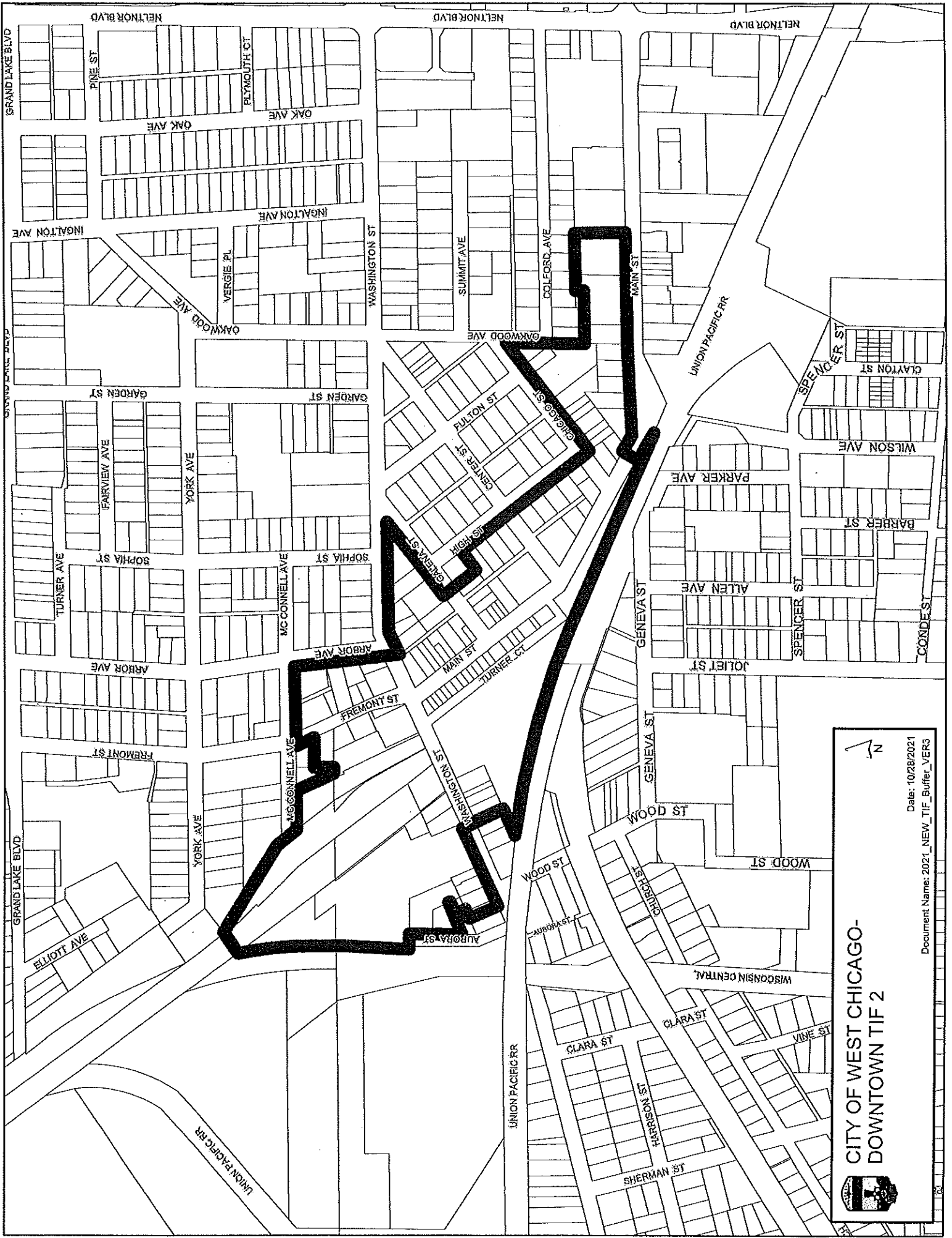
C. Completion of Redevelopment Project


This Redevelopment Plan will be completed within twenty-three years after the year of adoption of an ordinance designating the Redevelopment Project Area. The actual date for such completion shall not be later than December 31st of the year in which the payment to the municipal treasurer pursuant to the Act is to be made with respect to ad valorem taxes levied in the twenty-third calendar year after the year that the ordinance approving the RPA is adopted.

IX. Provisions for Amending the Redevelopment Plan and Project

This Redevelopment Plan may be amended pursuant to the provisions of the TIF Act.

EXHIBIT 1
BOUNDARY MAP





**CITY OF WEST CHICAGO-
DOWNTOWN TIF 2**

Document Name: 2021_NEW_TIF_Buffer_VER3

Date: 10/28/2021

EXHIBIT 2
LEGAL DESCRIPTION

LEGAL DESCRIPTION (Downtown 2 TIF – West Chicago):

THAT PART OF THE SOUTHWEST QUARTER OF SECTION 3, THE SOUTHEAST QUARTER OF SECTION 4, THE NORTHEAST QUARTER OF SECTION 9 AND THE NORTHWEST QUARTER OF SECTION 10 IN TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN IN DUPAGE COUNTY, ILLINOIS, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 1 IN GLORIA'S PLAT OF CONSOLIDATION AS RECORDED FEBRUARY 7, 2008 AS DOCUMENT NO. R2008-019851, SAID SOUTHWEST CORNER ALSO BEING A POINT ON THE NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILWAY (FORMERLY THE CHICAGO & NORTHWESTERN RAILWAY);

THENCE NORTHWESTERLY ALONG THE WESTERLY LINE OF SAID LOT 1 IN GLORIA'S PLAT OF CONSOLIDATION TO THE NORTHWEST CORNER THEREOF, SAID NORTHWEST CORNER ALSO BEING A POINT ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF WASHINGTON STREET;

THENCE NORTHEASTERLY ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY LINE OF WASHINGTON STREET TO THE NORTHWEST CORNER OF LOT 1 IN ISHERWOOD'S ASSESSMENT PLAT, AS RECORDED JULY 22, 1959 AS DOCUMENT NUMBER R1959-932525;

THENCE SOUTHEASTERLY ALONG THE WEST LINE OF SAID LOT 1 IN ISHERWOOD'S ASSESSMENT PLAT TO THE SOUTHWEST CORNER THEREOF, SAID SOUTHWEST CORNER ALSO BEING A POINT ON THE NORTHWESTERLY LINE OF LOT 1 IN WEST CHICAGO LIBRARY DISTRICT CONSOLIDATION PLAT, AS RECORDED OCTOBER 29, 1992 AS DOCUMENT NUMBER R1992-206877;

THENCE SOUTHWESTERLY ALONG SAID NORTHWESTERLY LINE OF LOT 1 IN WEST CHICAGO LIBRARY DISTRICT CONSOLIDATION PLAT TO A POINT ON SAID NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILWAY (FORMERLY THE CHICAGO & NORTHWESTERN RAILWAY);

THENCE SOUTHEASTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILWAY (FORMERLY THE CHICAGO & NORTHWESTERN RAILWAY) TO A POINT OF INTERSECTION WITH THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF MAIN STREET;

THENCE NORTHEASTERLY AND EASTERLY ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF SAID MAIN STREET TO A POINT OF INTERSECTION WITH THE SOUTHERLY EXTENSION OF THE EAST LINE OF LOT 1 IN THE GATEWAY CENTRE II RESUBDIVISION, AS RECORDED MARCH 21, 2006 AS DOCUMENT NUMBER R2006-052197;

THENCE NORTHERLY ALONG SAID SOUTHERLY EXTENSION AND THE EAST LINE OF LOT 1 IN THE GATEWAY CENTRE II RESUBDIVISION TO THE NORTHEAST CORNER THEREOF;

THENCE WEST ALONG THE NORTH LINE OF SAID LOT 1 IN THE GATEWAY CENTRE II RESUBDIVISION TO THE NORTHWEST CORNER THEREOF, SAID NORTHWEST CORNER ALSO BEING A POINT ON THE SOUTH LINE OF COLFORD SUBDIVISION, AS RECORDED APRIL 24, 1889 AS DOCUMENT NUMBER R1889-040930;

THENCE WEST ALONG SAID SOUTH LINE OF COLFORD SUBDIVISION TO THE A POINT ON THE EAST LINE OF THE WEST 219.78 FEET OF THE NORTH 34.5 FEET OF THE SOUTH

247.5 FEET OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 10;

THENCE SOUTH ALONG SAID EAST LINE OF THE WEST 219.78 FEET TO A POINT ON THE SOUTH LINE OF SAID NORTH 34.5 FEET OF THE SOUTH 247.5 FEET OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 10;

THENCE WEST ALONG SAID SOUTH LINE OF SAID NORTH 34.5 FEET OF THE SOUTH 247.5 FEET OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 10 TO A POINT ON THE EAST LINE OF HESLOP'S ADDITION TO TURNER AS RECORDED JULY 24, 1874 AS DOCUMENT NUMBER 18480;

THENCE NORTH ALONG SAID EAST LINE OF HESLOP'S ADDITION TO TURNER TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF COLFORD AVENUE;

THENCE EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF COLFORD AVENUE TO A POINT OF INTERSECTION WITH THE SOUTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF OAKWOOD AVENUE;

THENCE NORTH ALONG SAID SOUTHERLY EXTENSION AND THE EAST RIGHT-OF-WAY LINE OF OAKWOOD AVENUE TO A POINT OF INTERSECTION WITH THE NORTHEASTERLY EXTENSION OF THE NORTHWESTERLY RIGHT-OF-WAY LINE OF CHICAGO STREET;

THENCE SOUTHWESTERLY ALONG SAID NORTHEASTERLY EXTENSION AND THE NORTHWESTERLY RIGHT-OF-WAY LINE OF CHICAGO STREET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF HIGH STREET;

THENCE NORTHWESTERLY ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE OF HIGH STREET TO A POINT OF INTERSECTION WITH THE NORTHEASTERLY EXTENSION OF THE SOUTHEASTERY LINE OF LOT 11 IN BLOCK 3 OF TOWN OF JUNCTION SUBDIVISION, AS RECORDED JULY 22, 1856 AS DOCUMENT NUMBER R1856-10634;

THENCE SOUTHWESTERLY ALONG SAID NORTHEASTERLY EXTENSION AND THE SOUTHEASTERY LINE OF LOT 11 IN BLOCK 3 OF TOWN OF JUNCTION SUBDIVISION TO A POINT ON THE NORTHEASTERLY LINE OF THE SOUTHWESTERLY 55 FEET OF SAID LOT 11 AND LOT 12 IN BLOCK 3 OF TOWN OF JUNCTION SUBDIVISION;

THENCE NORTHWESTERLY ALONG SAID NORTHEASTERLY LINE OF THE SOUTHWESTERLY 55 FEET OF LOT 11 AND LOT 12 TO A POINT ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF GALENA STREET;

THENCE NORTHEASTERLY ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY LINE OF GALENA STREET AND THE NORTHEASTERLY EXTENSION THEREOF TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF ARBOR AVENUE;

THENCE NORTHWESTERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE OF ARBOR AVENUE TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF MC CONNELL AVENUE;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF MC CONNELL AVENUE TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF FREMONT STREET;

THENCE SOUTHEASTERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF FREMONT STREET TO THE SOUTHEAST CORNER OF LOT 1 IN E.M. WALEN RESUBDIVISION, AS RECORDED OCTOBER 20, 2006 AS DOCUMENT NUMBER R2006-204218;

THENCE WEST ALONG THE SOUTH LINE OF SAID LOT 1 IN E.M. WALEN RESUBDIVISION TO THE SOUTHWEST CORNER THEREOF, SAID SOUTHWEST CORNER ALSO BEING A POINT ON THE EAST LINE OF LOT 2 IN THE ASSESSMENT PLAT OF PART OF BLOCK 17 OF MC CONNELL'S TOWN OF TURNER, AS RECORDED AUGUST 10, 1949 AS DOCUMENT NUMBER R1949-573644;

THENCE SOUTH ALONG SAID EAST LINE OF LOT 2 IN THE ASSESSMENT PLAT OF PART OF BLOCK 17 OF MC CONNELL'S TOWN OF TURNER TO THE SOUTHEAST CORNER THEREOF;

THENCE NORTHWESTERLY ALONG THE WESTERLY LINE OF SAID LOT 2 TO THE NORTHWEST CORNER THEREOF, SAID NORTHWEST CORNER ALSO BEING A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF SAID MC CONNELL AVENUE;

THENCE NORTH ALONG A LINE PERPENDICULAR TO SAID SOUTH RIGHT-OF-WAY LINE OF MC CONNELL AVENUE TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF SAID MC CONNELL AVENUE;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF MC CONNELL AVENUE TO A POINT ON THE NORTHEASTERLY LINE OF LOT 1 IN JACOBSON'S ASSESSMENT PLAT, AS RECORDED MARCH 10, 1958 AS DOCUMENT NUMBER R1958-872842;

THENCE NORTHWESTERLY ALONG SAID NORTHEASTERLY LINE OF LOT 1 IN JACOBSON'S ASSESSMENT PLAT TO THE MOST NORTHERLY CORNER OF SAID LOT 1, SAID CORNER ALSO BEING A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF THE CHICAGO AND NORTHWESTERN RAILROAD;

THENCE SOUTHWESTERLY ALONG A LINE, 100.5 FEET, TO A POINT OF INTERSECTION OF THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SAID CHICAGO AND NORTHWESTERN RAILROAD AND THE EASTERLY RIGHT-OF-WAY LINE OF THE ELGIN, JOLIET AND EASTERN RAILROAD;

THENCE SOUTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE OF THE ELGIN, JOLIET AND EASTERN RAILROAD TO THE SOUTHWEST CORNER OF LOT 1 IN WEST CHICAGO PARK DISTRICT ASSESSMENT PLAT, AS RECORDED DECEMBER 4, 1984 AS DOCUMENT NUMBER R1984-97184;

THENCE EASTERLY ALONG THE MOST WEST SOUTH LINE OF SAID LOT 1 IN WEST CHICAGO PARK DISTRICT ASSESSMENT PLAT TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF AURORA STREET;

THENCE SOUTH ALONG SAID WEST RIGHT-OF-WAY LINE OF AURORA STREET TO A POINT OPPOSITE AND ADJACENT TO THE SOUTHWEST CORNER OF LOT 2 IN KAFORSKI'S SUBDIVISION, AS RECORDED FEBRUARY 7, 1986 AS DOCUMENT R1986-13058;

THENCE EASTERLY ALONG A LINE TO SAID SOUTHWEST CORNER OF LOT 2 IN KAFORSKI'S SUBDIVISION;

THENCE NORTHEASTERLY ALONG THE SOUTHERLY LINE OF SAID LOT 2 IN KAFORSKI'S SUBDIVISION TO THE SOUTHEAST CORNER THEREOF, SAID SOUTHEAST CORNER

ALSO BEING A POINT ON THE SOUTHWESTERLY LINE OF LOT 1 IN SAID KAFORSKI'S SUBDIVISION;

THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY LINE OF LOT 1 IN KAFORSKI'S SUBDIVISION TO THE NORTHEAST CORNER OF LOT 1 IN LINDSAY CHEMICAL DIVISION, AS RECORDED JUNE 5, 1959 AS DOCUMENT NUMBER R1959-925962;

THENCE SOUTHWESTERLY ALONG THE NORTHERLY LINE OF SAID LOT 1 IN LINDSAY CHEMICAL DIVISION TO THE NORTHWEST CORNER THEREOF;

THENCE SOUTHEASTERLY ALONG THE WESTERLY LINE OF SAID LOT 1 TO THE SOUTHWEST CORNER THEREOF, SAID SOUTHWEST CORNER ALSO BEING A POINT ON THE NORTHWESTERLY LINE OF BLOCK 6 IN WINSLOW'S ADDITION TO THE TOWN OF JUNCTION, AS RECORDED MAY 18, 1857 AS DOCUMENT NUMBER R1857-11467;

THENCE SOUTHWESTERLY ALONG SAID NORTHWESTERLY LINE OF BLOCK 6 IN WINSLOW'S ADDITION TO THE TOWN OF JUNCTION TO THE NORTHEAST CORNER OF LOT 12 IN SAID BLOCK 6 IN WINSLOW'S ADDITION TO THE TOWN OF JUNCTION;

THENCE SOUTHEASTERLY ALONG THE NORTHEASTERLY LINE OF SAID LOT 12 IN BLOCK 6 AND THE SOUTHEASTERLY EXTENSION THEREOF TO A POINT ON AFORESAID NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILWAY (FORMERLY THE CHICAGO & NORTHWESTERN RAILWAY);

THENCE SOUTHEASTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILWAY (FORMERLY THE CHICAGO & NORTHWESTERN RAILWAY) TO THE POINT OF BEGINNING.

EXHIBIT 3
QUALIFICATION REPORT



CITY OF WEST CHICAGO, ILLINOIS
TIF QUALIFICATION REPORT
DOWNTOWN 2 TIF STUDY AREA

An analysis to assess the likelihood that all or a portion of an area located in the City of West Chicago would qualify as a "conservation area" as defined in the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-3, et seq., as amended.

Prepared for: City of West Chicago, Illinois

Prepared by: Kane, McKenna and Associates, Inc.

November, 2021

**WEST CHICAGO DOWNTOWN 2 TIF
REDEVELOPMENT PROJECT AREA/STUDY AREA
TIF QUALIFICATION ASSESSMENT**

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I. INTRODUCTION AND BACKGROUND

In considering the termination of the existing Downtown TIF and the designation of the proposed Downtown TIF II Project Area (“TIF District”), the City of West Chicago (the “City”) has authorized the study of the area indicated in the map attached hereto as Exhibit A (the “Study Area”) to determine whether it qualifies for consideration as a “redevelopment project area” (“TIF”) pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 et seq., as amended (“TIF Act” or the “Act”). Kane, McKenna and Associates, Inc. (“KMA”), has agreed to undertake the study of the Study Area. The Study Area consists of 118 tax parcels (as described in Exhibit B) comprised of approximately 51 acres, and approximately 85 buildings. The proposed TIF designation will serve to improve the City’s downtown area, especially to areas west of City Hall.

The proposed TIF District was found to have various qualification factors that would enable the City to designate the Study Area as a “conservation area” as defined in the TIF Act. Approximately 80 of the 85 buildings, or over 94% are over thirty-five (35) years in age. These building ages qualify the Study Area as a “conservation area”, pursuant to the TIF Act. Additional qualifying factors in the Study Area include obsolescence, deterioration, lack of community planning, environmental clean-up, inadequate utilities, and lag in EAV.

City Objectives

The 2016 “West Chicago Strategic Plan, (“The Plan”), notes that the City of West Chicago is “hemmed in by a variety of unique land uses ranging from DuPage Airport, Fermi National Accelerator Laboratory, and a collection of DuPage County forest preserves and land conservancies”. The Plan notes that complicating these land use patterns is the fact that much of the acreage devoted to these land uses do not generate any property taxes. Accordingly, the Plan seeks to “elevate West Chicago’s competitive position as one of the prominent commercial centers and major employment hubs within DuPage County and the suburban Chicago region. Toward this end, the Plan contains the following objectives:

- Invest in and launch a robust, proactive economic development program, led by the City of West Chicago, which partners with business and the real estate development community to promote West Chicago as a place to invest in a range of commercial and industrial uses, and build an entrepreneurial spirit.
- Establish targeted investment and economic development strategies for each area of the City’s five defined business districts, tailored to corridor and site-specific conditions

Source: 2016 West Chicago Strategic Plan

Given these City objectives under its comprehensive planning process and the conditions briefly summarized above, the City has made a determination that it is highly desirable to promote the redevelopment of the Study Area. The City has conceptualized the Study Area as one of the City's economic development target areas since the area has experienced upward-trending commercial vacancies over the last few years. National trends that affect the retail market also impact uses in the Study Area. The City intends to create and implement a "redevelopment plan" as defined in the TIF Act (the "TIF Redevelopment Plan") in order to increase tax revenues by undertaking redevelopment activities to increase the community's tax base.

The City is favorably disposed toward supporting redevelopment efforts in areas of underutilization and disinvestment and to proactively position the area in relation to the marketplace. Accordingly, the City has determined that additional redevelopment strategies take place with the benefit and guidance of comprehensive economic planning by the City. Through such a coordinated effort, the economic benefits of the City's other redevelopment efforts, including current downtown area redevelopment efforts, can be broadened into the proposed TIF District area to further complement the City's overall redevelopment endeavors. Development barriers, inherent with current conditions within the proposed TIF District, which impede economic growth under existing market standards, can be expected to be mitigated.

The City has determined that redevelopment currently planned for the area may only be feasible with public financial assistance coordinated with private sector investment. The creation and utilization of a TIF redevelopment plan is intended by the City to help provide the assistance required to eliminate conditions detrimental to successful redevelopment of the area.

The use of tax increment financing relies upon induced private redevelopment in the area thus creating higher real estate value that would otherwise decline or stagnate without such investment, leading to increased property taxes compared to the previous land use (or lack of use). In this way, the existing tax base for all tax districts is protected and a portion of future increased taxes are pledged to attract the needed private investment.

II. QUALIFICATION CRITERIA USED

With the assistance of City staff, Kane, McKenna and Associates, Inc. examined the Study Area from August 2021 through the date of this report, and reviewed information collected for the Study Area to determine the presence or absence of appropriate qualifying factors listed in the TIF Act. The relevant sections of the TIF Act are found below. The TIF Act sets out specific procedures which must be adhered to in designating a redevelopment project area. By definition, a “redevelopment project area” is:

“an area designated by the municipality, which is not less in the aggregate than 1½ acres and in respect to which the municipality has made a finding that there exist conditions which cause the area to be classified as a blighted area or a conservation area, or a combination of both blighted area and conservation area”

Under the TIF Act, a “conservation area” means any improved area within the boundaries of a redevelopment project area located within the territorial limits of the municipality in which 50% or more of the structures in the area have an age of 35 years or more. Such an area is not yet a blighted area, but because of a combination of three or more of the factors identified below, may be considered as a “conservation area”.

Conservation Area

In accordance with the TIF Act, KMA assessed the following factors to determine qualification of the Study Area as a “conservation area”. Pursuant to the TIF Act, such an area qualifies as a “conservation area” provided that:

If improved, industrial, commercial, and residential buildings or improvements are detrimental to the public safety, health or welfare because of a combination of five (5) or more of the following factors, each of which is (i) present, with that presence documented, to a meaningful extent so that a municipality may reasonably find that the factor is clearly present within the intent of the Act; and (ii) reasonably distributed throughout the improved part of the redevelopment project area:

(A) Dilapidation: An advanced state of disrepair or neglect of necessary repairs to the primary structural components of building or improvements in such a combination that a documented building condition analysis determines that major repair is required, or the defects are so serious and so extensive that the buildings must be removed.

(B) Obsolescence: The condition or process of falling into disuse. Structures become ill-suited for the original use.

(C) Deterioration: With respect to buildings, defects including, but not limited to major defects in the secondary building components such as doors, windows, porches, gutters and downspouts and fascia. With respect to surface improvements, that the condition of roadways, alleys, curbs, gutters, sidewalks, off-street parking

and surface storage areas evidence deterioration, including, but limited to, surface cracking, crumbling, potholes, depressions, loose paving material and weeds protruding through paved surfaces.

(D) Presence of Structures Below Minimum Code Standards: All structures that do not meet the standards of zoning, subdivision, building, fire and other governmental codes applicable to property, but not including housing and property maintenance codes.

(E) Illegal Use of Individual Structures: The use of structures in violation of applicable federal, State, or local laws, exclusive of those applicable to the presence of structures below minimum code standards.

(F) Excessive Vacancies: The presence of buildings that are unoccupied or under-utilized and that represent an adverse influence on the area because of the frequency, extent or duration of the vacancies.

(G) Lack of Ventilation, Light, or Sanitary Facilities: The absence of adequate ventilation for light or air circulation in spaces or rooms without windows, or that require the removal of dust, odor, gas, smoke, or other noxious airborne materials. Inadequate natural light and ventilation means the absence of skylights or windows for interior spaces or rooms and improper window sizes and amounts by room area to window area ratios. Inadequate sanitary facilities refer to the absence or inadequacy of garbage storage and enclosure, bathroom facilities, hot water and kitchens and structural inadequacies preventing ingress and egress to and from all rooms and units within a building.

(H) Inadequate Utilities: Underground and overhead utilities such as storm sewers and storm drainage, sanitary sewers, water lines and gas, telephone and electrical services that are shown to be inadequate. Inadequate utilities are those that are: (i) of insufficient capacity to serve the uses in the redevelopment project area; (ii) deteriorated, antiquated, obsolete or in disrepair; or (iii) lacking within the redevelopment project area.

(I) Excessive Land Coverage and Overcrowding of Structures and Community Facilities: The over-intensive use of property and the crowding of buildings and accessory facilities onto a site. Examples of problem conditions warranting the designation of an area as one exhibiting excessive land coverage are: (i) the presence of buildings either improperly situated on parcels or located on parcels of inadequate size and shape in relation to present-day standards of development for health and safety and (ii) the presence of multiple buildings on a single parcel. For there to be a finding of excessive land coverage, these parcels must exhibit one or more of the following conditions: insufficient provision for light and air within or around buildings, increased threat of spread of fire due to the close proximity of buildings, lack of adequate or proper access to a public right-of-way, lack of reasonably required off-street parking or inadequate provision for loading service.

(J) Deleterious Land-Use or Layout: The existence of incompatible land-use relationships, buildings occupied by inappropriate mixed-uses or uses considered to be noxious, offensive or unsuitable for the surrounding area.

(K) Environmental Clean-Up: The Proposed redevelopment project area has incurred Illinois Environmental Protection Agency or United States Environmental Protection Agency remediation costs for, or a study conducted by an independent consultant recognized as having expertise in environmental remediation has determined a need for the clean-up of hazardous waste, hazardous substances or underground storage tanks required by State or federal law, provided that the remediation costs constitute a material impediment to the development or redevelopment of the redevelopment project area.

(L) Lack of Community Planning: The Proposed redevelopment project area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of effective community planning.

(M) Lagging or Declining EAV: The total equalized assessed value of the proposed redevelopment project area has declined for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated, or is increasing at an annual rate that is less than the balance of the municipality for three (3) of the last five (5) calendar years, for which information is available or increasing at an annual rate that is less than the Consumer Price Index for All Urban Consumers published by the United States Department of Labor or successor agency for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated.

III. THE STUDY AREA

The Study Area is generally bounded by City Hall to the east, Main Street and Union Pacific Railroad to the south, High Street, Washington Street and McConnell Avenue to the north and Aurora Street to the west. Most of the uses within this area are retail/commercial, mixed-use, institutional, and some single- and multi-family residential.

IV. METHODOLOGY OF EVALUATION

In evaluating the Study Area's potential qualification as a TIF District, the following methodology was utilized:

- 1) A site survey of the Study Area was undertaken by representatives from KMA.
- 2) KMA completed an exterior evaluation of structures, as part of the review. Additionally, KMA assessed 2015 through 2020 tax information from the DuPage County Clerk's Office, Sidwell parcel tax maps, site data, local history (discussions with City staff), and an evaluation of area-wide factors that have affected the Study Area's development (e.g., lack of community planning). KMA reviewed the Study Area in its entirety. City redevelopment goals and objectives for the Study Area were also reviewed with City staff. A photographic analysis of the Study Area was conducted and was used to aid this evaluation.
- 3) Existing structures and site conditions were initially surveyed only in the context of checking, to the best and most reasonable extent available, TIF Act criteria factors of specific structures and site conditions on the parcels.
- 4) The Study Area was examined to assess the applicability of the different factors, required for qualification for TIF designation under the TIF Act. Evaluation was made by reviewing the information and determining how each measured when evaluated against the relevant factors. The Study Area was examined to determine the applicability of the thirteen (13) different "conservation area" factors for qualification for TIF designation under the TIF Act.

V. QUALIFICATION OF PROPOSED RPA/FINDINGS OF ELIGIBILITY

As a result of KMA's evaluation of the Study Area included in the proposed TIF District and analysis of each of the eligibility factors summarized in Section II, the following factors are presented to support qualification of part of the proposed TIF District as a "conservation area".

A. Conservation Area Threshold Factors

Age

Based upon the site survey and data from the DuPage County Assessor's office, over 94% (approximately 80 of the 85 structures) within the Study Area were found to be thirty-five (35) years of age or greater.

B. Other Conservation Area Factors (Must Include Three or More Additional Factors)

Table 1

Summary of TIF-Qualifying Factors

Maximum Possible Factors per Statute	Minimum Factors Needed to Qualify per Statute	Qualifying Factors Present in Proposed Study Area
13	3	7 <ul style="list-style-type: none">• Lagging EAV• Inadequate Utilities• Obsolescence• Deterioration• Environmental Clean-up• Lack of Community Planning• Excessive Vacancies

Findings for Study Area. The proposed Study Area meets the qualifications for a conservation area under the statutory criteria set forth in the TIF Act. As a first step, KMA determined that approximately 88 of 91 structures (over 96%) were 35 years in age or older. Secondly, KMA reviewed the thirteen aforementioned criteria needed to qualify the area as a conservation area, determining that 6 factors were present:

1. Lagging or Declining EAV. The Act states that if the total equalized assessed value of the proposed redevelopment project area has declined for three (3) of the last five (5) calendar years, or is increasing at an annual rate that is less than the balance of the municipality for three (3) of the last five (5) calendar years, or is increasing at an annual rate that is less than the Consumer Price Index for All Urban Consumers published by the United States Department of Labor or successor agency for three (3) of the last five (5) calendar years. The finding is based on the last 5 tax years for which information is available.

The EAV of the Study Area has grown at a rate slower than the City-wide EAV for four (4) of the last five (5) years. Therefore, a finding of lagging or declining EAV is made pursuant to the TIF Act.

Table 2
EAV Trends for Proposed Study Area

	2020	2019	2018	2017	2016
Total EAV for TIF District	5,529,652	5,277,746	5,133,847	4,958,890	4,735,986
EAV Change (%)	4.77%	2.80%	3.53%	4.71%	5.22%
City-wide EAV (Excluding TIF)	772,220,037	722,375,797	688,837,131	655,485,287	619,540,729
City EAV Change (%)	6.92%	4.88%	5.10%	5.81%	8.06%
CPI	1.20%	1.80%	2.40%	2.10%	1.30%

Notes:

(1) Figures in **bold** for those years in which City EAV exceeded growth rate of EAV within the Study Area.

Source: DuPage County Assessor DuPage County Clerk and U.S. Bureau of Labor Statistics

2. Inadequate Utilities. The Act states that overhead or underground utilities that are deteriorated, antiquated, obsolete or in disrepair are considered inadequate. Also, those utilities that lack the capacity to meet future development demands are considered inadequate. Utilities would include: storm sewers, storm drainage, sanitary sewers, water lines and gas, telephone and electrical services.

A review of the City's existing infrastructure within the proposed TIF District by Thomas Engineering Group, LLC, dated September 2017, states that "Most of the infrastructure in the area is beyond its useful life". The report specifically identified the following inadequacies:

- **Storm Sewer Rehabilitation or Replacement**

Most streets within the boundaries of the Study Area have been resurfaced without major rehabilitation to sewer infrastructure since they were originally constructed. According to the City's records, some streets were reconstructed in the 1990s with new sewer utilities except for Chicago Street, High Street, Turner Court, Fremont Street, and Washington Street. Thomas Engineering recommends rehabilitation or replacement of many portions of the downtown storm sewer system.

- Sanitary Sewer Rehabilitation or Replacement

According to the City's records, most streets were reconstructed in the 1990s with new sanitary sewer utilities except for Chicago Street, High Street, Fremont Street, McConnell Avenue and Washington Street. Thomas Engineering recommends rehabilitation or replacement of many portions of the downtown sanitary sewer system.

- Water Main Replacement

Most streets within the boundaries of the Study Area have been resurfaced without major rehabilitation to water distribution infrastructure since they were originally constructed. According to the City's records, portions of the water main on Main Street, Arbor Avenue, and Washington Street were replaced with new water main in the 1990s. Thomas Engineering recommends rehabilitation or replacement of many portions of the downtown water main system.

It should be recognized that when the storm water system was constructed, their design and installation followed the standards in effect at that time. Under current standards, the existing storm sewer and drainage systems are of insufficient capacity to serve the uses of the Study Area (including potential redevelopment sites). Any future redevelopment in the designated area will require supplemental or new storm sewer systems designed and constructed in accordance with current standards, which will have to include detention.

The engineering report also calls for upgrading pedestrian facilities, including public walks, cross walk treatments, and lighting upgrades to meet today's current standard, replacement of certain street pavement, traffic channelization improvements and traffic signal modernization, and ADA upgrades,

3. Obsolescence. The Act states that obsolescence is the condition or process of falling into disuse or structures that have become ill-suited for their original use.

The City's "Central Main Street Redevelopment Plan Update, dated May, 2018, identifies "obsolete historic building stock" as an "issue" for the redevelopment of the downtown area in which the Study Area is located. Functional obsolescence is present for residential, commercial, and institutional uses due to challenges related to age, physical condition, existing building inventory, poor layout, and poor traffic circulation, all of which impact existing or proposed uses within the Study Area. Because of these factors, the area's overall usefulness and desirability for redevelopment is significantly limited for marketplace redevelopment.

Approximately 80 of the 85 buildings in the Study Area, or over 94%, are over 35 years old. Approximately 76 of the 85 buildings, or 89%, are over 50 years old. Approximately 65 of the 85 buildings, or almost 65%, are more than 75 years old. In fact, DuPage County data suggests that approximately 45 of the 85 structures, or almost 53% of the estimated 91 structures, are over 100 years old. The advanced ages of almost all of the structures within the Study Area, and their associated deterioration, make them obsolete in comparison to contemporary construction and

development standards. Vintage development configurations associated with these advanced building ages, as compared to contemporary development standards and market conditions, contribute to their functional and economical obsolescence. The economic re-use of many of these structures is limited due to their aging characteristics and conversion or adaptability to newer market conditions.

Obsolescence is also found in the underutilization of properties throughout the Study Area with relatively ubiquitous presence of vacant parcels of land. Twenty (20) of the 118 tax parcels, within the Study Area, or almost 17%, consist of vacant lots, most of which are the result of the demolition of obsolete or deteriorated structures. Underutilization is also seen in ongoing vacancies of improved commercial properties within the Study Area.

Insufficient off-street parking and loading areas also contribute to Study Area-wide obsolescence as to both re-use potential and expansion opportunities for existing structures. In addition, the configuration of irregular shaped parcels due to existing street layouts and railroad rights-of-way also pose challenges for internal circulation and access/egress for the residential and commercial and institutional uses.

Many of the old commercial structures have design features or components that are no longer consistent with contemporary market conditions. Such features and components include signage, exterior building facades, and mixed-uses (ground floor commercial uses with residential above), which challenge their expedient re-use. The reuse of these older buildings is complicated by compliance with current building code and energy conservation requirements, ADA compliance requirements, and other physical re-use requirements associated with current market conditions. Challenges related to retail competition, the age and characteristics of existing building inventory, parking, and traffic circulation, all impact existing or proposed uses.

4. Deterioration. Deterioration can be evidenced in major and secondary building defects. For example, such defects include, but are not limited to, defects in building components such as windows, porches, gutters, brick, mortar, and stucco. The building and site improvements have exhibited various degrees of deterioration which required repairs, upgrades and replacement.

Various degrees of deterioration were observed throughout the Study Area. Based on KMA's field observations, and consistent with the advanced ages of the majority of the structures, KMA estimates that almost 42% observed building exteriors and site improvements, among all use types, suffer from some sort of deterioration. Most of the deterioration observed at building exteriors consists of, but is not limited to, deteriorated windows and doors and/or window and door frames, deteriorated or damaged overhead garage doors, masonry in need of tuckpointing, damaged exterior wood, vinyl, or metal siding, faded or peeling paint, damaged stair or stair rail systems, damaged gutters or downspout, and deteriorated building signage or awnings.

Deteriorated conditions also related to site improvements include, but are not limited to, broken or damaged wood and metal fencing; cracked, crumbling or loose pavement at asphalt-paved parking lots, driveways or driveway aprons, alleys, and streets; settlement or potholes in pavement at parking lots, driveways or driveway aprons, alleys and streets; unpaved alleyways,

weed/vegetation growth in cracked pavement and/or loose pavement; faded and cracked parking space striping and other traffic control paint at off-street parking surfaces and curbs, and deteriorated or crumbling private and public curbs and gutters.

5. Environmental Clean-up. The Act states that the proposed redevelopment project area must have incurred Illinois Environmental Protection Agency or United States Environmental Protection Agency remediation costs for (or a study conducted by an independent consultant recognized as having expertise in environmental remediation has determined a need for) the clean-up of hazardous waste, hazardous substances or underground storage tanks required by State or federal law. Any such remediation costs could constitute a material impediment to the development or redevelopment of the redevelopment project area.

The north and central portion of the TIF District consists of approximately 16 tax parcels located on 14 acres, and formerly included, among others, a gas station, and City's police station. Certain structures have been demolished over the last few years, and current uses include, City public works facilities and commercial buildings. A 100-year floodplain and delineated wetlands are located in the northeast portion of this area. The City owns these properties and assembled them for potential redevelopment uses. Accordingly, the City enrolled these properties in the Illinois Site Remediation Program in 2015 in order to procure a No Further Remediation (NFR) Letter from the State of Illinois.

The City's consulting engineer, Patrick Engineering, performed a comprehensive investigation of the site in the summer of 2016. Contaminant identified at the site included heavy metals, semi-volatile organic compounds (SVOCs), volatile organic compounds (VOCs), polychlorinated biphenyls (PCBs), and various radionuclides largely caused by the various industrial and commercial facilities that have been historically operated on these properties. The City is currently in the process of obtaining a State of Illinois grant to complete the necessary remediation activities. Leaking underground storage tanks at the former gas station were removed in 2020 and the land parcel was remediated in compliance with State of Illinois requirements.

Once *all* remediation activities have been completed, several reports will need to be prepared and submitted to the IEPA demonstrating that impacted soils have either been removed or no longer threaten human health or the environment, and that the City has adequately met all remediation requirements.

Redevelopment within the TIF District is affected by the ability and costs to address these environmental conditions in order to these prepare sites for re-use and to encourage redevelopment within the wider area (east along Main Street and south along Washington Street). An example of this is the Park District's failed attempt to pass a referendum for the construction of a new community center along W. Washington Street, in part, because of the extraordinary costs associated with the construction project.

6. Lack of Community Planning. The Act states that the proposed redevelopment project area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of effective community planning.

All of the buildings in the Study Area (100%) were developed prior to the City's adoption of its first comprehensive plan in 1975. Many structures were also developed prior to the 2007 Central-Main Street Redevelopment Plan and also represented market conditions and market needs that have shifted since the date of their initial construction.

The majority of commercial structures have greater land coverage than would be suitable or acceptable for today's development standards. There exists a higher proportion of the zero lot line parcels more common in the decades prior to construction of modern shopping areas and residential subdivisions. This condition is manifested most significantly in the lack of on-site parking facilities for many of the commercial structures. The lack of on-site parking acts as a detriment to private sector redevelopment efforts and there is a need for coordination of parking requirements.

Tenants and service providers operating in many of the structures are reliant on restricted on-street parking, or off-street municipal facilities to serve the needs of patrons. This puts them at a competitive disadvantage with their counterparts located in non-downtown locations.

Transitional points between residential uses on the east and commercial uses west along Main Street also require coordination and integration with redevelopment concepts in order to unify the Study Area.

The presence of both County and City (as well as Federal) regulations regarding construction within the flood plain area results in restrictions to construction that could serve to divert or obstruct flood flows onto other properties. There are also limits as to requirements for compensatory storm water storage and the size of structures on parcels. As a result, new development is impacted by these restrictions. The majority of buildings in these areas are affected by regulations that took place in the 1980s or 1990s, after the area's buildings were constructed. As a result, development within the flood plain areas is now required to conform to regulations put in place after the initial development took place.

Another planning related factor relates to traffic patterns and conditions, including:

- Ability to manage traffic flow and volumes along Main Street, Washington Street and Fremont Street and ancillary streets.
- Improvements to parking related signage and circulation.
- Integration with adjacent uses.
- Pedestrian related improvements and linkages to the Train Station.

7. **Excessive Vacancies.** Pursuant to the Act, excessive vacancies are the presence of buildings that are unoccupied or under-utilized and that represent an adverse influence on the area because of the frequency, extent or duration of the vacancies.

According to City staff, at least sixteen (16) of the approximately (60) commercial and residential structures within the Study Area, or almost twenty-three percent (23%), are partially or fully vacant, with many of them having a history of chronic vacancies. Most of these vacancies are in the heart of the downtown area and serve as an adverse influence on the downtown area. These adverse influences are potentially detrimental to the location-decision-making of prospective new businesses and developers, since such a large proportion of vacancies in a commercial area suggest a less than economically healthy commercial area.

VI. SUMMARY OF FINDINGS; GENERAL ASSESSMENT OF QUALIFICATION

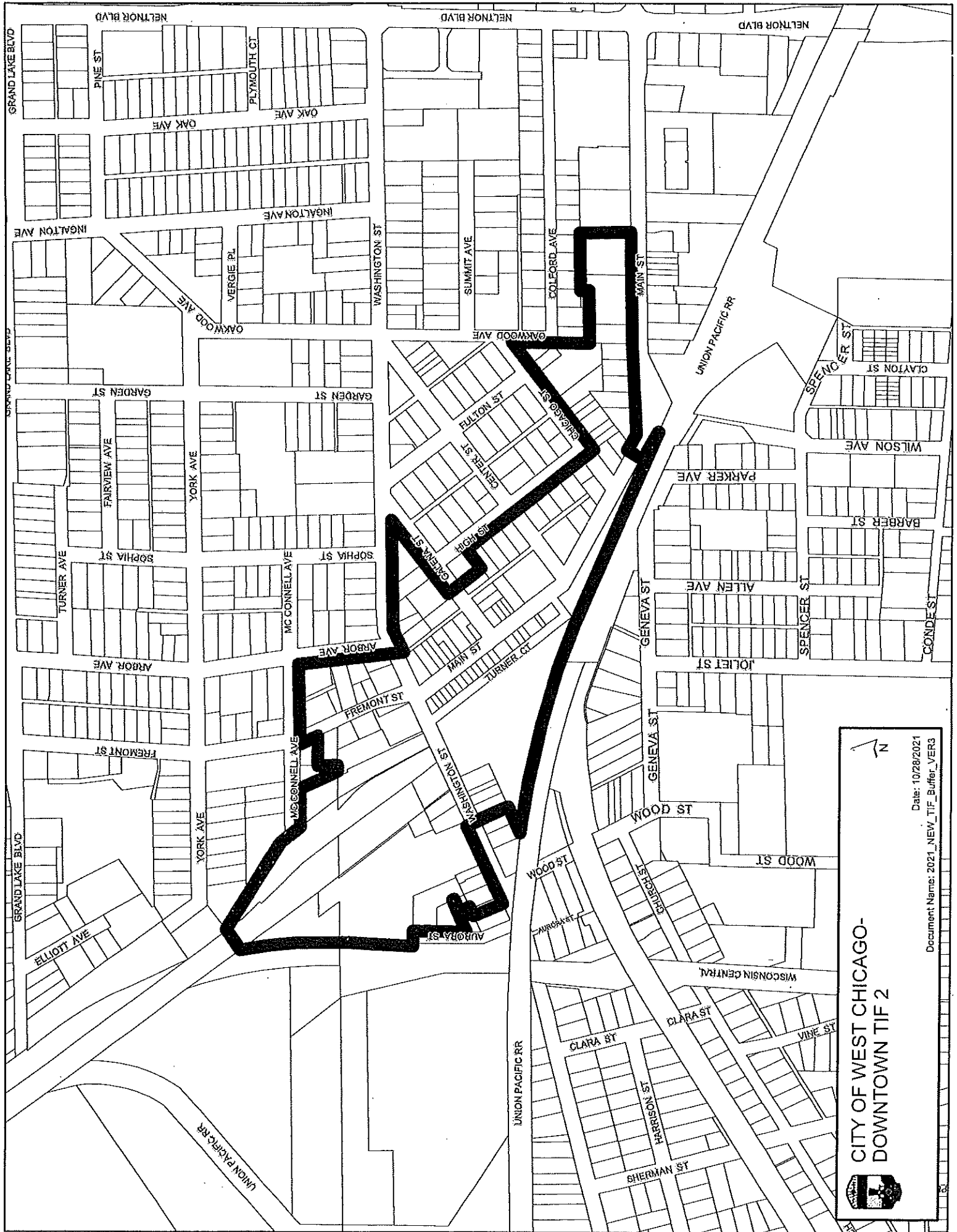
The following is a summary of relevant qualification findings as they relate to the City potentially designating the proposed Study Area as a TIF District.

- The area is contiguous and is greater than 1½ acres in size;
- The proposed Study Area would meet the criteria for a conservation area TIF District, if the City pursues this course of action.

In the judgment of KMA, these findings would be sufficient for the City to proceed with the designation of the Study Area as a TIF District

Exhibit A

Boundary Map



CITY OF WEST CHICAGO-
DOWNTOWN TIF 2



Exhibit B

Tax Parcel List

04-04-411-001	04-09-202-005
04-04-411-003	04-09-202-006
04-04-414-001	04-09-203-005
04-04-414-002	04-09-203-006
04-04-414-007	04-09-203-007
04-04-415-001	04-09-203-008
04-04-415-002	04-09-203-009
04-04-415-007	04-09-203-015
04-04-415-008	04-09-204-001
04-09-201-002	04-09-204-002
04-09-201-006	04-09-204-003
04-09-201-008	04-09-204-004
04-09-201-009	04-09-204-005
04-09-201-010	04-09-204-006
04-09-201-011	04-09-204-007
04-09-201-016	04-09-204-008
04-09-201-017	04-09-204-009
04-09-201-018	04-09-204-010
04-09-201-019	04-09-204-011
04-09-201-020	04-09-205-001
04-09-201-021	04-09-210-009
04-09-201-022	04-09-211-004
04-09-201-027	04-10-106-001
04-09-201-031	04-10-106-002
04-09-201-032	04-10-106-003
04-09-201-033	04-10-106-004
04-09-201-034	04-10-106-005
04-09-201-036	04-10-106-006
04-09-201-037	04-10-106-007
04-09-201-038	04-10-106-008
04-09-201-039	04-10-106-009
04-09-202-001	04-10-106-010
04-09-202-002	04-10-106-011
04-09-202-003	04-10-106-012
04-09-202-004	04-10-106-015

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04-10-131-001

EXHIBIT 4
EXISTING LAND USE MAP

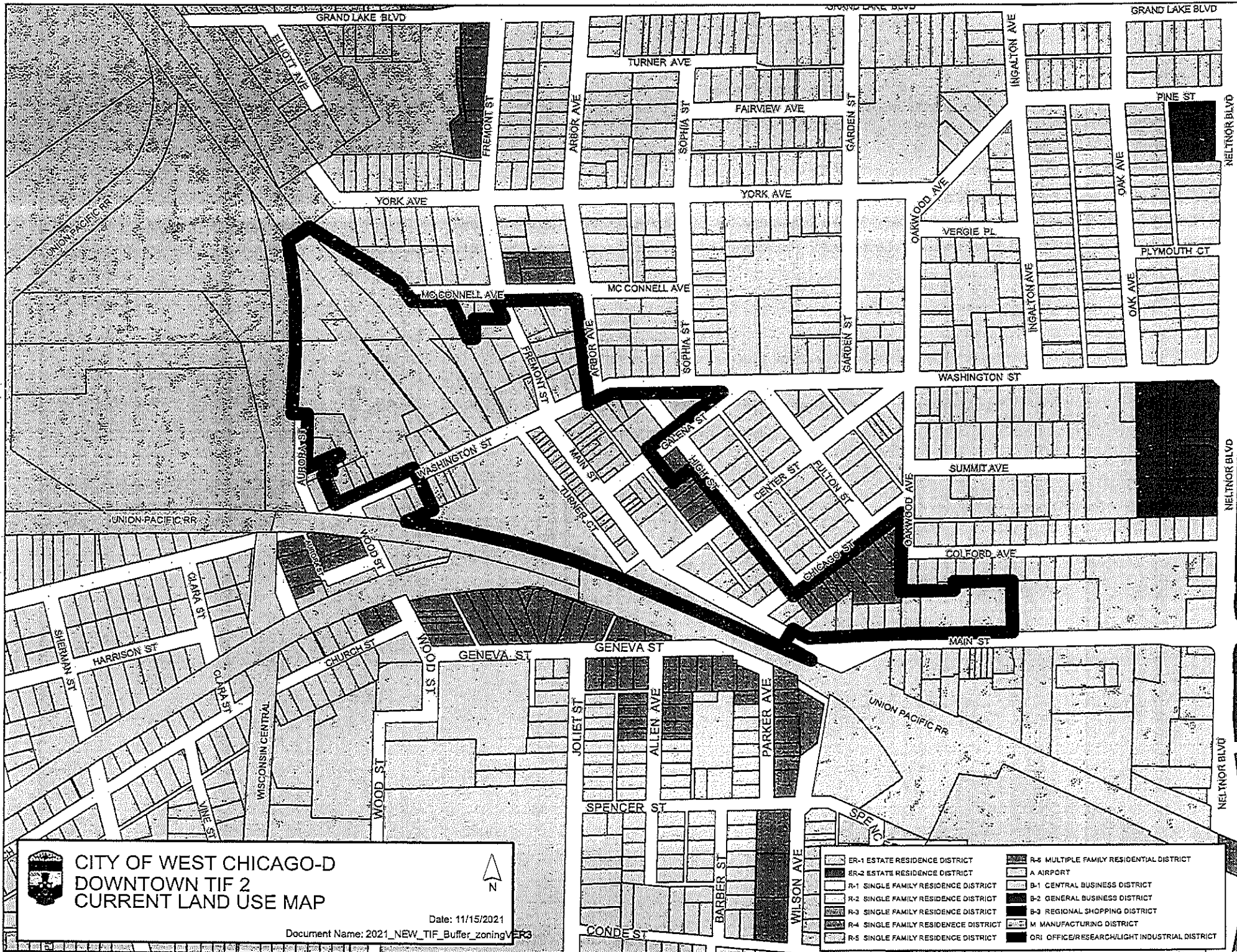
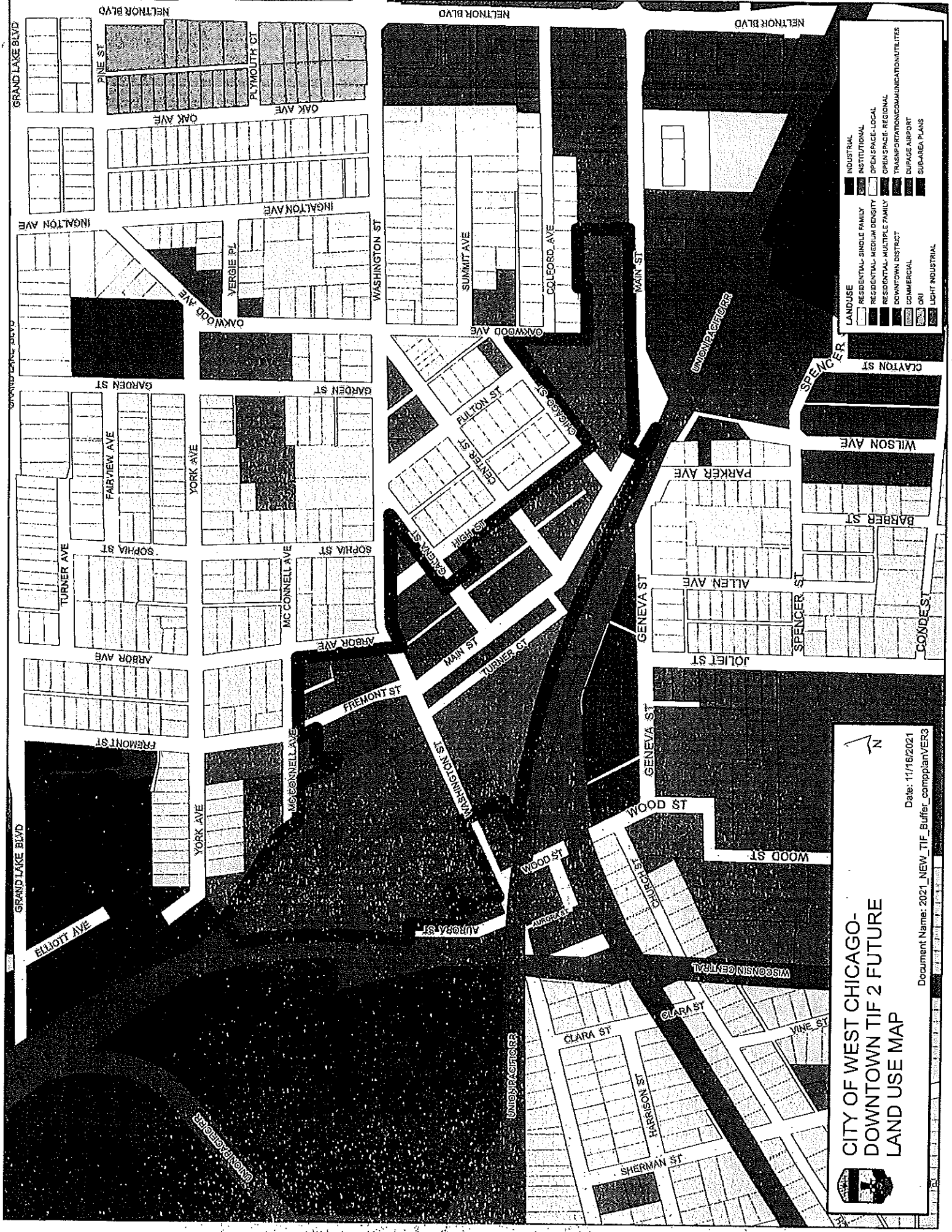


EXHIBIT 5
PROPOSED LAND USE MAP



- LAND USE**
- INDUSTRIAL
 - INSTITUTIONAL
 - OPEN SPACE-LOCAL
 - OPEN SPACE-REGIONAL
 - TRANSPORTATION/COMMUNICATIONS/UTILITIES
 - SUPRA-AREA PLANS
 - DUPLICATE AIRPORT
 - COMMERCIAL
 - DOWNTOWN DISTRICT
 - RESIDENTIAL-MULTIPLE FAMILY
 - RESIDENTIAL-MEDIUM DENSITY
 - RESIDENTIAL-SINGLE FAMILY
 - INDUSTRIAL
 - INSTITUTIONAL
 - OPEN SPACE-LOCAL
 - OPEN SPACE-REGIONAL
 - TRANSPORTATION/COMMUNICATIONS/UTILITIES
 - SUPRA-AREA PLANS
 - DUPLICATE AIRPORT
 - COMMERCIAL
 - DOWNTOWN DISTRICT
 - RESIDENTIAL-MULTIPLE FAMILY
 - RESIDENTIAL-MEDIUM DENSITY
 - RESIDENTIAL-SINGLE FAMILY

**CITY OF WEST CHICAGO-
DOWNTOWN TIF 2 FUTURE
LAND USE MAP**

Date: 11/16/2021
Document Name: 2021_NEW_TIF_Buffer_complanVER3

Library Director Report

December 2021 / January 2022

FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 50.0%
- ❖ Investment Funds (Illinois Funds Accounts)
 - GASB 54 Emergency Fund: \$558,922.67 (+\$51.56)
 - New Building & Construction Fund: \$32,487.29 (+ \$2.96)
 - General (Corporate) Fund: \$76,526.44 (+ \$7.03)
- ❖ Brian LeFevre from Sikich will present the audit at the January 24 meeting.
- ❖ The Library received the Personal Property Replacement Tax (PPRT) check for July through December 2021 in the amount of \$35,216.18 on 1/3/2022.

PHYSICAL PLANT

- ❖ Fitzgerald Electric was on-site 11/21/21 to install lights in the Circulation and Technical Services workrooms that had gone out
- ❖ Buck Services was on-site 11/28, 12/5, 12/12 (2021) & 1/9, 16 (2022)
- ❖ Midwest Mechanical was on-site for preventive maintenance on 11/30/21 and again on 12/20/21; then came on 1/4/22 to check the VAV boxes at the entrance when the vestibule temperatures reached the upper 30s
- ❖ Sikich IT was on-site 12/3/21 to complete setup of a staff computer and 12/13/21 to address the patron network going down.
- ❖ Hewlett Packard was on-site 12/13 to replace a failed cooling fan on the motherboard of a computer in the Adult Services Department
- ❖ Allegiant Fire tested the tampers and flows on 12/14/21
- ❖ Anderson Elevator performed preventive maintenance 12/20/21 and returned 1/4/22 to repair a broken spring.
- ❖ First Security tested the fire alarm on 12/20/21
- ❖ ISBS serviced the copier in Technical Services on 12/29/21 and the copier in Adult Services on 1/18/22
- ❖ Delta performed preventive maintenance on the Building Automation System (BAS) and checked setpoints throughout the library on 1/4/22
- ❖ Indus performed maintenance on the large format scanner on 1/11/22
- ❖ Elara Engineering was on-site 1/14/22 for its last site visit (for electrical systems) in order to update the Library's Facilities Assessment which was initially completed in 2011. This revised facilities assessment will review and report on the major mechanical, electrical, plumbing and fire protection systems (MEPFP). It will also include a structural evaluation of the building and

Library Director Report

December 2021 / January 2022

a report that will be attached to the MEPFP. The report is anticipated to be completed by the end of January 2022 with a presentation to the Board anticipated in February.

- ❖ Assa Abloy upgraded the sensor on the interior sliding doors at the library entrance after the sensor failed and the doors were opening and closing on their own.

PERSONNEL

❖ The Library Director:

- Attended the Healthy West Chicago Advisory Board meeting on 12/1/2021
- Attended the SWAN Quarterly meeting on 12/2/21
- Hosted the Director's Dialogue on 12/11/21 (1 registered; no attendance) and 1/8/22 (1 registered; no attendance)
- Attended the Sikich Technology Quarterly Business Review Meeting on 12/14/21
- Attended Rotary meetings on 12/15/21, and 1/19/22
- Held Managers' Advisory Meeting on 1/10/22
- Submitted the 2022 Per Capita Grant Application and the 2020 Expenditures Report on 1/15/22
- Attended the Proposed Downtown TIF 2 meeting on 1/19/22

- ❖ Joanne B. was hired as a full-time librarian for the Youth Services department. Her first day was December 6, 2021.
- ❖ Jackie L., Technical Services Assistant, submitted her resignation from her position which she has held for over 18 years. Jackie's last day will be February 25th.

❖ Employee Anniversaries:

- Gabriel (Circulation Services) -- 14 years
- Jessica (Adult Services) – 2 years
- Yasmeen (Circulation Services) – 3 years
- Theresa (Adult Services) – 2 years
- Jenn (Adult Services) – 2 years

MISCELLANEOUS

- ❖ The West Suburban Library Legislative Meeting is virtual this year via Zoom and will be held on January 24, 2022 at 10:00 a.m. If you are interested and able to attend, you may register using the following URL: https://us02web.zoom.us/webinar/register/WN_dc581OjxTQ6YgP0ZnvIOZg

Department Reports

November/December 2021

ADMINISTRATIVE SERVICES

** Separate attachment

ADULT SERVICES

Engagement:

- **Programs:** A total of 100 attended 10 Adult Services live virtual and in person programs in November and December.

Healthy West Chicago Virtual Cooking Class: A total of 47 attended the November/December cooking classes with food kit.

- **Virtual posts and Social Media:** The Adult Service Team created 22 virtual posts, booklists, craft videos and book reviews in November and December. Adult Services Assistant, Jenn Gunn's book talk True Believer, received a like and a comment by the author.
- **TO-GO Bags: Wooden Ornament craft.** A total of 100 adult craft bags were handed out in the month of December
- **Technology:** Adult Services staff taught 3 in person computer classes in November with a total of 8 attendees.
- **Outreach:** Adult Services Librarian, Sara Lock and Adult Services Assistant, Edith Clayton, assembled Holiday To -Go bags with measuring spoons, crayons, programming calendars for adults, Spanish programming bookmarks, and bilingual coloring sheets. In December, Sara distributed the bags to the families in cars waiting for the drive-thru food distribution at St. Andrews Lutheran Church and talked briefly to the families about the library.

ADULT SERVICES: YOUNG ADULT

- A total of 9 programs were offered for teens in November/December with a total of 31 attendees.
- **YA To-Go Bags:** There were a total of 27 to go bags handed out in December to teens. The bags included a mug and hot chocolate and a gift tag craft.
- **Mobile Maker Cart:** Young Adult Librarian, Jessica Banko has created a mobile maker cart for teens and has developed programming base on items in the cart including a Cricut machine, 3D pens, pearler beads and more.

HOLIDAY OPEN HOUSE: LIBRARY WIDE EVENT

On December 3rd from 5-7 p.m. The library held our annual open house. This year each department created a display window. Patrons, registered for a 30 minutes time slot and during their time they were able to view each window and vote on their favorite displays. Each patrons received a to-go bag with treats and crafts inside. There were 89 people that attended the event. Voting remained opened until December 20th and patrons where able to vote until then. There was a total of 130 votes and the winner was the circulation window.

CIRCULATION SERVICES

Circulation Statistics November 2021:

- 12,645 Total Items checked out, 37.13% increase from November 2020.
- 2,588 Electronic materials checked out, 1.01% increase from November 2020.
- The total value of the materials checked out by our patrons was \$78,573.31 during November 2021.
- During November 2021, we had 107 patrons using self-check and a total of 395 items checked out.

Patron Statistics November 2021:

- 58 New patrons added, 6.45% decrease from November 2020.
- 15,141 Card holders, 7.23% decrease from November 2020.
- 50.6% of the district population have library cards, 3.94% decrease from November 2020.

Circulation Statistics December 2021:

- 11,563 Total Items checked out, 1.32% decrease from December 2020.
- 2,992 Electronic materials checked out, 13.16% increase from December 2020.
- The total value of the materials checked out by our patrons was \$65,261.86 during December 2021.
- Last month we had 127 patrons using self-check and a total of 498 items checked out.

Patron Statistics December 2021:

- 38 New patrons added, 44.12% decrease from December 2020.
- 15,094 Card holders, 8.41% decrease from December 2020.
- 50.44% of the district population have library cards, 4.63% decrease from December 2020.

TECHNICAL SERVICES

Acquisitions:

- 390 Nov/438 Dec Items invoiced/received.
- 362 Nov/424 Dec Items ordered.

Cataloged:

- 2306 Nov/1578 Dec Items added to the collection.

Withdrawals:

- 701 Nov/122 Dec Items withdrawn from the collection.

Material Maintenance:

- 31 Nov/54 Dec Items repaired in house.

Other Activities:

- 512 Nov/452 Dec Daily Health Questionnaires.
- 260 Nov/498 Dec Items moved from new shelf to regular collection.
- 228 Nov/171 Dec Postage processed.
- 128 Nov/144 Dec Invoices processed.
- 397 Nov/0 Dec Invoices archived.
- 45 Nov/100 Dec Withdrawn books donated to Better World Books.
- 12 Nov/2 Dec Title transfers.
- 13 Nov/9 Dec Pre-cat records created.
- 1 Nov/7 Dec E/J Kit records updated.
- 3 Nov/5 Dec Digital movies added to the collection.
- 2 Nov/0 Dec Missing items reclaimed.
- 0 Nov/1 Dec WCCHS Yearbook scanned and converted to searchable PDF.

YOUTH SERVICES

- **Engagement** -The following were our most popular programs for the months of November and December:
 - Storytimes-**117**
 - Indian Knoll Outreach (online)-33
 - Project Hope Outreach (Ages 0-3)-**22**
 - Project Hope Outreach Spanish (Ages 0-3)-**10**
 - Story N Stroll: **36**
- **Nutcracker to go Bag**-During the week of Christmas, Youth Services Assistant, Mireya Garcia-Carrasco, put together a Nutcracker to go bag which consisted of Nutcracker paper dolls and props. We put together 25 bags, which promptly got picked up within the first 2 hours they were available.

- **Healthy West Chicago Holiday Cooking Class**-We partnered with Healthy West Chicago in December to put together 2 holiday cooking classes for children and parents, the recipes were Holiday Rice with Glazed Carrots and Banana Berry Crumble. We had 40 people total signed up for the classes.
- **Kits for Pickup**-The following kits were given out during the months of November and December
 - Birthday Club-**39**
 - Baby Make and Take-**36**
 - Gummi Bear Math-**34**
 - Artastic Adventures-**23**
 - New Years To Go-**48**
 - Holiday Open House Youth Bags-**130 (60 were given out the night of the event)**

ADMINISTRATIVE SERVICES

eNews: Nov.

Industry averages were 27% for open rates and 5% for click rates. All our top emails surpassed the industry open rate, but not the click rate. We believe that the holidays might have had been a contributing factor for a low click rate. In addition, one of our biggest programs required in-person registration at the library, therefore we missed the clicks that program would have provided for the month.

Monthly Overview:

- Average Click Rate: **1%**
 - Last Month's Rate: **3%**
- Average Open Rate: **30%**
 - Last Month's Rate: **21%**

Top Emails:

11/4 - Closed Notice (Power Outage)

- Unique Opens: **1,682**
- Open Rate: **31%** (Last Month: 27%)
- Unique Clicks: **3**
- Click Rate: **1%** (Last Month: 3%)

11/4 - Open Notice (Power Outage)

- Unique Opens: **1,614**
- Open Rate: **30%** (Last Month: 25%)
- Unique Clicks: **0**
- Click Rate: **0%** (Last Month: 1%)

11/12 - Holiday Open House

- Unique Opens: **1,582**
- Open Rate: **30%** (Last Month: 24%)
- Unique Clicks: **6**
- Click Rate: **1%** (Last Month: 1%)

eNews: Dec.

Industry averages were 27% for open rates and 5% for click rates. Although we did not meet last month's open rates, we got a higher click rate than last month. Something we learned from the click rates this month is that more people seem to be interested in our digital offerings. For example, our BookPage went from 8 to 30 clicks this month. More people access the digital version now than our physical copies at the library.

Monthly Overview:

- Average Click Rate: **2%**
 - Last Month's Rate: **1%**
- Average Open Rate: **25%**
 - Last Month's Rate: **30%**

Top Emails:

12/1 - December Programs (Adults)

- Unique Opens: **1,473**
- Open Rate: **27%** (Last Month: 31%)
- Unique Clicks: **25**
- Click Rate: **2%** (Last Month: 1%)

12/1 - December Programs (YA)

- Unique Opens: **1,469**
- Open Rate: **27%** (Last Month: 30%)
- Unique Clicks: **9**
- Click Rate: **1%** (Last Month: 0%)

12/1 - Read and Roll

- Unique Opens: **1,405**
- Open Rate: **26%** (Last Month: 30%)
- Unique Clicks: **21**
- Click Rate: **1%** (Last Month: 1%)

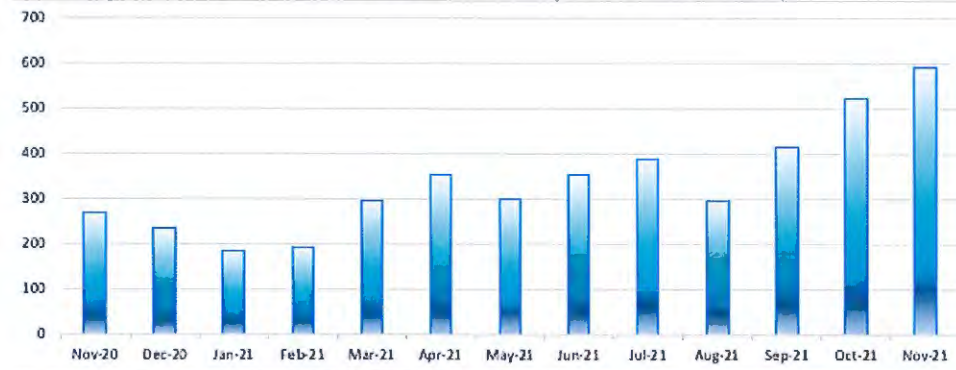
<p>Top Links Clicked:</p> <ul style="list-style-type: none"> • Digital BookPage - 8 (Last Month: 63) • WCPLD.INFO - 7 (Last Month: 53) • New Catalog Info - 6 (Last Month: 40) • Facebook Link - 1 (Last Month: 24) • Instagram Link - 1 (Last Month: 20) 	<p>Top Links Clicked:</p> <ul style="list-style-type: none"> • Dec. BookPage - 30 (Last Month: 8) • Cozy Crafts- 14 (Last Month: 7) • Adult HWC Cooking - 11 (Last Month: 6) • Virtual Chair Yoga - 11 (Last Month: 1) • Yearbooks - 9 (Last Month: 1)
<p><u>Facebook: Nov.</u></p> <p>Trunk or Treat was an enormous success in-person and on social media. Our photos from the events got the highest reach and engagement out of all our posts this month. Behind the Trunk or Treat post are two posts for the Holiday Open House. The attention the posts got allowed us to reach a full registration of 120 people.</p> <p>Monthly Overview:</p> <p>Total Post Reach: 10,025 (Last Month: 21,963) Total Post Engagements: 643 (Last Month: 1,262) Page Followers: 1,795 (Last Month: 1,794)</p> <p>Top Posts:</p> <p>11/01 Trunk or Treat Photos Reach: 2,418 (Last Month: 2,609) Engagement: 385 (Last Month: 168) Views: NA (Last Month: NA)</p> <p>11/18 15 Day Left (Holiday Open House) Reach: 852 (Last Month: 2,344) Engagement: 41 (Last Month: 238) Views: NA (Last Month: NA)</p> <p>11/02 Holiday Open House Promo Reach: 781 (Last Month: 1,956) Engagement: 33 (Last Month: 114) Views: NA (Last Month: NA)</p>	<p><u>Facebook: Dec.</u></p> <p>Our top post was for our Latin Hip Hop program, but it has not been getting the registration numbers to reflect that attention. Our Holiday Open House photos and Read and Roll ribbon cutting photos did very well. Once again, people want to see more of what is happening at the library, which is why photos keep performing so well.</p> <p>Monthly Overview:</p> <p>Total Post Reach: 9,601 (Last Month: 10,025) Total Post Engagements: 4,84 (Last Month: 643) Page Followers: 1,790 (Last Month: 1,795)</p> <p>Top Posts:</p> <p>12/23 Latin Hip Hop Promo Reach: 2,003 (Last Month: 2,418) Engagement: 109 (Last Month: 385) Views: NA (Last Month: NA)</p> <p>12/01 Read and Roll Ribbon Cutting Promo Reach: 1,330 (Last Month: 852) Engagement: 106 (Last Month: 41) Views: NA (Last Month: NA)</p> <p>12/06 Open House Photos Reach: 1,185 (Last Month: 781) Engagement: 78 (Last Month: 33) Views: NA (Last Month: NA)</p>
<p><u>Instagram: Nov.</u></p> <p>Instagram continues to function as a support in our social media. It works to remind people of things, but it is not the main source of engagement. Our main goal is to grow it slowly until it can deliver comparable results to our Facebook Page. Until then, the narrative will remain the same. You can</p>	<p><u>Instagram: Dec.</u></p> <p>Instagram continues to function as a support in our social media. It works to remind people of things, but it is not the main source of engagement. Our main goal is to grow it slowly until it can deliver comparable results to our Facebook Page. Until then, the narrative will remain the same. You can</p>

<p>expect to see the numbers fluctuate in accordance with Facebook's performance.</p> <p>Notable this month: The library has continued to successfully integrate Instagram Reels (Instagram's Version of TikTok videos which are up to 30 seconds long) to promote our Book Talks, big events, and services. The top three posts of the month were all Reels.</p> <p>Monthly Overview: Page Followers: 422 (Last Month: 422)</p> <p>Top Posts:</p> <p>11/11 One Last Stop! Book Talk Reach: 400 (Last Month: 1,303) Engagement: 2 (Last Month: 5) Views: 414 (Last Month: 1,298)</p> <p>11/11 Last Dance BOTW Video Reach: 380 (Last Month: 965) Engagement: 1 (Last Month: 7) Views: 380 (Last Month: 972)</p> <p>11/15 Style Influencer BOTW Video Reach: 223 (Last Month: 858) Engagement: 0 (Last Month: 7) Views: 225 (Last Month: 894)</p>	<p>expect to see the numbers fluctuate in accordance with Facebook's performance.</p> <p>Notable this month: The library has continued to successfully integrate Instagram Reels (Instagram's Version of TikTok videos which are up to 30 seconds long) to promote our Book Talks, big events, and services. The top three posts of the month were all Reels.</p> <p>Monthly Overview: Page Followers: 424 (Last Month: 422)</p> <p>Top Posts:</p> <p>12/21 Shadow Prince BOTW Video Reach: 534 (Last Month: 400) Engagement: 1 (Last Month: 2) Views: 540 (Last Month: 414)</p> <p>12/8 Cranky Chicken BOTW Video Reach: 271 (Last Month: 380) Engagement: 1 (Last Month: 1) Views: 294 (Last Month: 380)</p> <p>12/8 True Believer Book Talk Reach: 242 (Last Month: 223) Engagement: 1 (Last Month: 0) Views: 243 (Last Month: 225)</p>
<p><u>Creative Corridor: Nov.</u></p> <ul style="list-style-type: none"> ○ People's Resource Center has installed a gallery of their students' work on our art wall. We'll be hosting it though the end of December. 	<p><u>Creative Corridor: Dec.</u></p> <ul style="list-style-type: none"> ○ People's Resource Center has installed a gallery of their students' work on our art wall. We'll be hosting it though the end of December.

IT Report – November

Wireless Overview

November had 593 unique clients with 509.89Gb of data used.



With the opening of hours back to normal and school starting again, we see a positive trend in WIFI usage.

Website

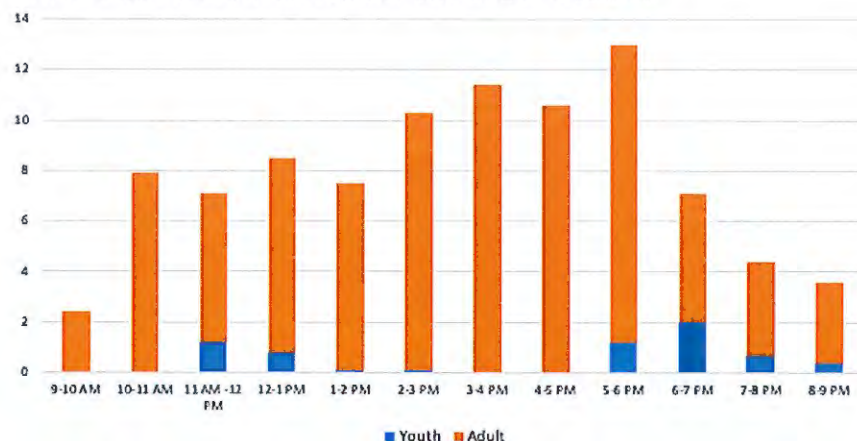
Last month we had 6177 website visits.

The top 5 pages in November were

1. Yearbooks (448 Visits in November, 453 Visits in October)
2. Print from Anywhere (159 Visits in November, 174 Visits in October)
3. eBooks and eAudiobooks (142 Visits in November, 160 Visits in October)
4. Research Databases (109 Visits in November, 104 Visits in October)
5. Employment (92 Visits in November, 137 Visits in October)

Computer Usage

We had 304 users in November and 331 in October.

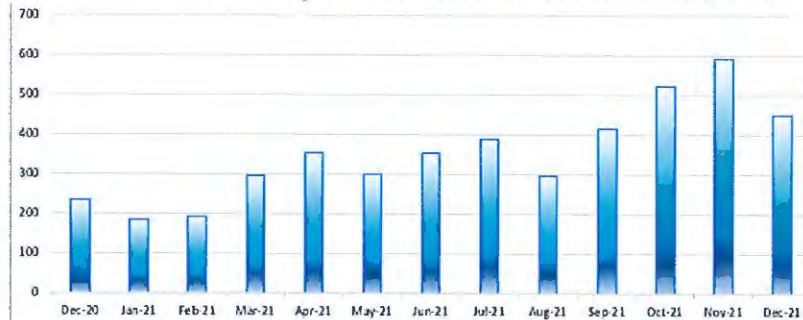


Our computer usage has been steady since opening them back up to the public. We see a downward trend in usage in Youth Services now that summer reading is over. We also see an uptick in usage in midafternoon as the public starts coming back in.

IT Report – December

Wireless Overview

December had 451 unique clients with 436.88Gb of data used.



As with every holiday season our usage went down in December, but we are double what our usage was at this time last year.

Website

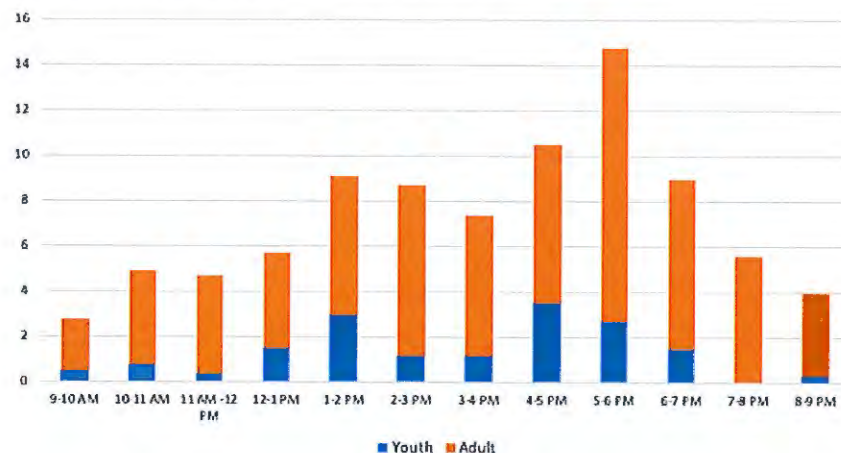
Last month we had 5842 website visits.

The top 5 pages in December were

1. Yearbooks (488 Visits in December, 448 Visits in November)
2. Print from Anywhere (154 Visits in December, 159 Visits in November)
3. eBooks and eAudiobooks (127 Visits in December, 142 Visits in November)
4. Research Databases (108 Visits in December, 109 Visits in November)
5. Frequently Asked Questions (91 Visits in December, 65 Visits in November)

Computer Usage

We had 271 users in December and 304 in November.



Holidays once again depressed our numbers for December. A larger percentage of our usage was with children in this month. We also see the usual peak of afterwork usage in the 5-6pm timeslot.

WEST CHICAGO PUBLIC LIBRARY DISTRICT

American Library Association

CODE OF ETHICS

As members of the American Library Association, we recognize the importance of codifying and making known to the profession and to the general public the ethical principles that guide the work of librarians, other professionals providing information services, library trustees and library staffs.

Ethical dilemmas occur when values are in conflict. The American Library Association Code of Ethics states the values to which we are committed, and embodies the ethical responsibilities of the profession in this changing information environment.

We significantly influence or control the selection, organization, preservation, and dissemination of information. In a political system grounded in an informed citizenry, we are members of a profession explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

The principles of this Code are expressed in broad statements to guide ethical decision making. These statements provide a framework; they cannot and do not dictate conduct to cover particular situations.

1. We provide the highest level of service to all library users through appropriate and usefully organized resources; equitable service policies; equitable access; and accurate, unbiased, and courteous responses to all requests.
2. We uphold the principles of intellectual freedom and resist all efforts to censor library resources.
3. We protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.
4. We respect intellectual property rights and advocate balance between the interests of information users and rights holders.
5. We treat co-workers and other colleagues with respect, fairness, and good faith, and advocate conditions of employment that safeguard the rights and welfare of all employees of our institutions.
6. We do not advance private interests at the expense of library users, colleagues, or our employing institutions.
7. We distinguish between our personal convictions and professional duties and do not allow our personal beliefs to interfere with fair representation of the aims of our institutions or the provision of access to their information resources.
8. We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of potential members of the profession.
9. **We affirm the inherent dignity and rights of every person. We work to recognize and dismantle systemic and individual biases; to confront inequity and oppression; to enhance diversity and inclusion; and to advance racial and social justice in our libraries, communities, profession, and associations through awareness, advocacy, education, collaboration, services, and allocation of resources and spaces.**

Adopted [at the 1939 Midwinter Meeting by the ALA Council](#); amended June 30, 1981; June 28, 1995; January 22, 2008; and June 29, 2021.

Endorsed by the Board of Library Trustees: June 23, 2008; September 26, 2011; November 26, 2012; August 22, 2016

WEST CHICAGO PUBLIC LIBRARY DISTRICT

American Library Association THE FREEDOM TO READ STATEMENT

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of

limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression.*

By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by: American Library Association & Association of American Publishers

**First Amendment of the Bill of Rights
to the United States Constitution**

CONGRESS SHALL MAKE NO LAW RESPECTING AN ESTABLISHMENT OF RELIGION, OR PROHIBITING THE FREE EXERCISE THEREOF; OR ABRIDGING THE FREEDOM OF SPEECH, OR OF THE PRESS; OR THE RIGHT OF THE PEOPLE PEACEABLY TO ASSEMBLE, AND TO PETITION THE GOVERNMENT FOR A REDRESS OF GRIEVANCES.

The Bill of Rights to the U.S. Constitution was ratified on December 15, 1791

Endorsed by Board of Library Trustees: August 24, 2009; October 22, 2012; August 22, 2016

WEST CHICAGO PUBLIC LIBRARY DISTRICT

American Library Association THE FREEDOM TO VIEW STATEMENT

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

Endorsed by Board of Library Trustees: October 22, 2012

WEST CHICAGO PUBLIC LIBRARY DISTRICT

American Library Association LIBRARY BILL OF RIGHTS

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted [June 19, 1939, by the ALA Council](#); amended [October 14, 1944](#); June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; [January 29, 2019](#).

Inclusion of "age" reaffirmed January 23, 1996.

Endorsed by the Board of Library Trustees: October 24, 2005; August 24, 2009; October 22, 2012; August 22, 2016

WEST CHICAGO PUBLIC LIBRARY DISTRICT

UNITED FOR LIBRARIES

Association of Library Trustees, Advocates, Friends and Foundations

A Division of the American Library Association

PUBLIC LIBRARY TRUSTEE ETHICS STATEMENT

Public library Trustees are accountable for the resources of the library as well as to see that the library provides the best possible service to its community.

Every Trustee makes a personal commitment to contribute the time and energy to faithfully carry out his/her duties and responsibilities effectively and with absolute truth, honor and integrity.

- Trustees shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.
- Trustees shall comply with all the laws, rules and regulations that apply to them and to their library.
- Trustees, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.
- Trustees shall not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
- Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library, acknowledging and supporting the formal position of the Board even if they disagree.
- Trustees must respect the confidential nature of library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws.
- Trustees must avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.
- A Trustee shall immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.
- Trustees shall not use their position to gain unwarranted privileges or advantages for themselves or others from the library or from those who do business with the library.
- Trustees shall not interfere with the management responsibilities of the director or the supervision of library staff.
- Trustees shall support the efforts of librarians in resisting censorship of library materials by groups or individuals.

Approved by the United for Libraries Board in January 2012

Endorsed by the Board of Library Trustees: November 26, 2012; August 22, 2016