

April 1, 2020

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
April 1, 2020

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A Public Hearing on the budget and a special meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held 7:30 pm Wednesday, April 1, 2020 at 147 West Hintz Road, Wheeling, IL.

There being a presence of a quorum, Daniel R. Ansani, President called the meeting to order.

Trustees present: Daniel R. Ansani, President; Dale Niewiardowski, Assistant Treasurer and Assistant Secretary.
Trustees Conference Call: Russell Nowak, Treasurer; Raymond Kincaid, Secretary
Trustee Absnt: None
Also, present: Ewa Migacz Office Manager.
Also, Conference Call: Donald Veverka, Attorney; James Thennisch, Director; Carolyn Strahammer legal admin.

A Public Hearing was held at this time on the Budget and Appropriation Ordinance for the Northwest Mosquito Abatement District for the fiscal year May 1, 2020 to April 30, 2021.

At 8:00 PM on a motion made by the Trustee Russell Nowak and seconded by the Trustee Dale Niweiardowski, the Budget and Appropriation Ordinance was adopted.

The President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

**BUDGET AND APPROPRIATION ORDINANCE OF
THE NORTHWEST MOSQUITO ABATEMENT DISTRICT
FOR FISCAL YEAR MAY 1, 2020 TO APRIL 30, 2021**

WHEREAS, DANIEL ANSANI, RAY KINCAID, RUSSELL K. NOWAK, DALE NIEWIARDOWSKI and JAMES THENNISCH have been designated by the Board of Trustees to prepare in tentative form a Budget and Appropriation Ordinance, and on February 19, 2020, such Tentative Budget and Appropriation Ordinance was submitted to and inspected by the Board of Trustees, who thereupon ordered the same filed with the Secretary and ordered the Secretary to make the same conveniently available to public inspection, and the Secretary has made said Tentative Budget and Appropriation Ordinance conveniently available to public inspection for at least thirty (30) days prior to final action thereof; and

WHEREAS, prior to final action, a public hearing was held as to such Budget and Appropriation Ordinance on the 1st day of April, 2020, notice of said hearing having been given at least one (1) week prior thereto by publication in the Paddock Publications, Inc., a newspaper regularly published in the District;

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE NORTHWEST MOSQUITO ABATEMENT DISTRICT as follows:

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SECTION 1: That the following Budget, containing an estimate of receipts and expenditures of the NORTHWEST MOSQUITO ABATEMENT DISTRICT, be and the same is hereby adopted as the Budget of this District for the fiscal year ending April 30, 2021.

ESTIMATED RECEIPTS

Cash on Hand, May 1, 2020 (Estimated)		\$1,352,611.11
Cash to be received:		
2019 Levy:	\$2,618,879.09	
Less: Loss and cost on collection	<u>- \$ 25,000.00</u>	
		\$2,593,879.09
Cash to be received from 2020 Levy:		
Extended amount (Estimated)	\$2,705,826.10	
To be received after fiscal year	\$2,705,826.10	
To be received during fiscal year	<u>\$ - 0 -</u>	
Plus: Cash to be received from State of Illinois Personal Property Replacement Tax		<u>\$ 128,924.00</u>
TOTAL CASH AVAILABLE DURING FISCAL YEAR		\$4,075,414.20

ESTIMATED EXPENDITURES

I. Personal Services		
Salary of Director		\$ 143,000.00
Salary of Field Employees		\$ 867,400.00
Salary of Entomologist		\$ 60,250.00
Salary of Office Manager		\$ 89,750.00
Salary of Assistant Director		\$ 131,500.00
Salary of Chief Field Operations		\$ 115,500.00
Salary of Chief Internal Services		\$ 115,500.00

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Employer's Share of Employees' Retirement Fund (FICA)	\$ 115,000.00
Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 118,500.00</u>
TOTAL	\$ 1,756,400.00
II. Contractual Services	
Insurance: Business Auto	\$ 28,500.00
Insurance: General Liability and Pollution Liability	\$ 38,000.00
Insurance: Umbrella Liability	\$ 25,000.00
Insurance: Workmen's Compensation	\$ 36,000.00
Insurance: Property	\$ 14,000.00
Insurance: Bonding	\$ 0.00
Insurance: Directors' and Officers' Liability	\$ 0.00
Insurance: Hospitalization	\$ 252,500.00
Insurance: Unemployment	\$ 10,000.00
Materials & Service: Motor Vehicles	\$ 39,750.00
Materials & Service: Field Equipment	\$ 7,100.00
Materials & Service: Buildings & Grounds	\$ 50,000.00
Materials & Service: Shop Equipment	\$ 0.00
Materials & Service: Radio	\$ 8,500.00
Maintenance	\$ 21,250.00
Light	\$ 12,500.00
Heat	\$ 12,050.00
Telephone	\$ 43,150.00
Water	\$ 1,950.00
Legal Fees and Expenses	\$ 61,500.00
Legal Administration	\$ 23,000.00
Auditing and Accounting	\$ 20,200.00
Dues and Subscriptions	\$ 7,000.00

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	Computer Software	\$ 83,500.00
	Payroll Expense	<u>\$ 7,950.00</u>
	TOTAL	\$ 803,400.00
III.	Travel	<u>\$ 4,500.00</u>
	TOTAL	\$ 4,500.00
IV.	Commodities	
	Insecticides	\$ 453,750.00
	Oils	\$ 0.00
	Motor Vehicle Fuel	\$ 59,970.00
	Drafting Supplies	\$ 0.00
	Office Supplies	\$ 10,000.00
	Postage & Cartage	\$ 1,600.00
	Shop Supplies	\$ 16,000.00
	Lab Supplies	\$ 28,000.00
	Drainage	\$ 0.00
	Uniforms	\$ 7,000.00
	Safety Equipment	<u>\$ 8,500.00</u>
	TOTAL	\$ 584,820.00
V.	Equipment	
	Motor Vehicles, Field Equipment	\$ 5,000.00
	Lab Equipment Purchase	\$ 25,000.00
	Office Equipment Purchase	\$ 7,500.00
	Shop Equipment Purchase	\$ 3,500.00
	Radio Equipment Purchase	\$ 3,500.00
	Computer Hardware	<u>\$ 15,000.00</u>
	TOTAL	\$ 59,500.00
VI.	Contingencies	<u>\$ 15,000.00</u>
	TOTAL	\$ 15,000.00

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VII.	Education	
	Educational Meetings	\$ 25,750.00
	Research and Development	\$ 0.00
	Training and Development	\$ 13,000.00
	Literature Purchase	\$ <u>750.00</u>
	TOTAL	\$ 39,500.00
VIII.	Capital Improvement Fund	
	1. Truck purchase	
	2. Roof for Bartlett Shop	
	3. Elk Grove Parking Lot	
	TOTAL	\$ 102,500.15

RECAPITULATION

Personal Services	\$ 1,756,400.00
Contractual Services	\$ 803,400.00
Travel	\$ 4,500.00
Commodities	\$ 584,820.00
Equipment	\$ 59,500.00
Contingencies	\$ 15,000.00
Education	\$ 39,500.00
Capital Improvement Fund	\$ <u>102,500.15</u>
TOTAL ESTIMATED EXPENDITURES	<u>\$3,365,620.15</u>

SECTION 2: That the following amounts, or so much thereof as may be authorized by law and as may be needed, be and the same are hereby appropriated for the corporate purposes of the NORTHWEST MOSQUITO ABATEMENT DISTRICT for the fiscal year ending April 30, 2021.

APPROPRIATED EXPENDITURES

I.	Personal Services	
	Salary of Director	\$ 143,000.00
	Salary of Field Employees	\$ 867,400.00
	Salary of Entomologist	\$ 60,250.00
	Salary of Office Manager	\$ 89,750.00
	Salary of Assistant Director	\$ 131,500.00
	Salary of Chief Field Operations	\$ 115,500.00
	Salary of Chief Internal Services	\$ 115,500.00
	Employer's Share of Employees' Retirement Fund (FICA)	\$ 115,000.00
	Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 118,500.00</u>
	TOTAL	\$ 1,756,400.00
II.	Contractual Services	
	Insurance: Business Auto	\$ 28,500.00
	Insurance: General Liability and Pollution Liability	\$ 38,000.00
	Insurance: Umbrella Liability	\$ 25,000.00
	Insurance: Workmen's Compensation	\$ 36,000.00
	Insurance: Property	\$ 14,000.00
	Insurance: Bonding	\$ 0.00
	Insurance: Directors' and Officers' Liability	\$ 0.00
	Insurance: Hospitalization	\$ 252,500.00
	Insurance: Unemployment	\$ 10,000.00
	Materials & Service: Motor Vehicles	\$ 39,750.00
	Materials & Service: Field Equipment	\$ 7,100.00
	Materials & Service: Buildings & Grounds	\$ 50,000.00
	Materials & Service: Shop Equipment	\$ 0.00
	Materials & Service: Radio	\$ 8,500.00

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	Maintenance	\$ 21,250.00
	Light	\$ 12,500.00
	Heat	\$ 12,050.00
	Telephone	\$ 43,150.00
	Water	\$ 1,950.00
	Legal Fees and Expenses	\$ 61,500.00
	Legal Administration	\$ 23,000.00
	Auditing and Accounting	\$ 20,200.00
	Dues and Subscriptions	\$ 7,000.00
	Computer Software	\$ 83,500.00
	Payroll Expense	<u>\$ 7,950.00</u>
	TOTAL	\$ 803,400.00
III.	Travel	<u>\$ 4,500.00</u>
	TOTAL	\$ 4,500.00
IV.	Commodities	
	Insecticides	\$ 453,750.00
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	Lab Supplies	\$ 28,000.00
	Drainage	\$ 0.00
	Uniforms	\$ 7,000.00
	Safety Equipment	<u>\$ 8,500.00</u>
	TOTAL	\$ 584,820.00
V.	Equipment	

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	Motor Vehicles, Field Equipment	\$ 5,000.00
	Lab Equipment Purchase	\$ 25,000.00
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	Shop Equipment Purchase	\$ 3,500.00
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	Computer Hardware	<u>\$ 15,000.00</u>
	TOTAL	\$ 59,500.00
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	TOTAL	\$ 15,000.00
VII.	Education	
	Educational Meetings	\$ 25,750.00
	Research and Development	\$ 0.00
	Training and Development	\$ 13,000.00
	Literature Purchase	<u>\$ 750.00</u>
	TOTAL	\$ 39,500.00
VIII.	Capital Improvement Fund	
	1. Truck purchase	
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	3. Elk Grove Parking Lot	
	TOTAL	\$ 102,500.15

RECAPITULATION

Personal Services	\$ 1,756,400.00
Contractual Services	\$ 803,400.00
Travel	\$ 4,500.00
Commodities	\$ 584,820.00
Equipment	\$ 59,500.00
Contingencies	\$ 15,000.00

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Education	\$ 39,500.00
Capital Improvement Fund	\$ <u>102,500.15</u>
Loss and Cost of Collection	\$ <u>25,000.00</u>
TOTAL APPROPRIATED EXPENDITURES	<u>\$3,390,620.15</u>
TOTAL APPROPRIATION	<u>\$3,390,620.15</u>

SECTION 3: That this Ordinance be published at least once, within ten (10) days after passage, in one (1) newspaper regularly published in the District.

Passed by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT this 1st day of April, 2020.

Approved this 1st day of April 2020.

President of the Board of
Trustees of the NORTHWEST
MOSQUITO ABATEMENT DISTRICT

Assistant Secretary /Treasurer of the Board of
Trustees of the NORTHWEST
MOSQUITO ABATEMENT DISTRICT

**CERTIFICATE OF ESTIMATE OF REVENUES
OF NORTHWEST MOSQUITO ABATEMENT DISTRICT**

DALE NIEWIARDOWSKI, being duly sworn on oath, deposes and states as follows:

1. Affiant is the Assistant Treasurer and Assistant Secretary; Assistant Chief Financial Officer of the Northwest Mosquito Abatement District.

2. As Assistant Treasurer and Assistant Secretary of the Northwest Mosquito Abatement District, Affiant participated in the preparation of the Budget and Appropriation Ordinance and the Tax Levy Ordinance for the fiscal year May 1, 2020 through April 30, 2021.

3. Affiant estimates that the total of all revenues to be received by the Northwest Mosquito Abatement District for its appropriation and non-capital fund monies available to the Northwest Mosquito Abatement District for its appropriation for the fiscal year May 1, 2020 through April 30, 2021 are as follows:

- | | | |
|----|---|----------------|
| A. | Cash to be received from State of Illinois
Personal Property Replacement Tax. | \$ 128,924.00 |
| B. | Cash to be received from the Cook County
Assessor from its levy for real estate taxes. | \$2,705,826.10 |

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C.	Estimated cash on hand not necessary to pay prior obligations.	<u>\$ 684,794.05</u>
		<u>\$3,390,620.15</u>

4. Affiant does not anticipate that the Northwest Mosquito Abatement District will receive any other revenues for its appropriation other than as listed in Paragraph 3 of this Certificate, with the exception of interest if monies are deposited temporarily in interest-bearing accounts. The exact amount of such interest cannot be ascertained and would represent only a nominal contribution to its appropriation for the year. The only other monies available are monies previously appropriated pursuant to 70 I.L.S.C. 1005/9.1 for capital improvements which are ongoing and continuing from one year to another.

FURTHER AFFIANT SAYETH NOT.

DALE NIEWIARDOWSKI

SUBSCRIBED AND SWORN TO
BEFORE ME THIS 1ST DAY
OF APRIL, 2020.

NOTARY PUBLIC

Attorney Veverka reminded the Trustees that the Budget & Appropriation Ordinance will be published in Paddock Publications. The Tax Levy Ordinance and the Ordinance transferring funds will be adopted at the regular April board meeting. Also, the Board will have an Executive Session at the next Board meeting to review the Executive Session minutes in accordance with the Open Meetings Act.

There being no further business to come before the Board a motion was made by Raymond Kincaid to adjourn and seconded by Dale Niewiardowski; the motion passed unanimously at 8.05 p.m.

President

Assistant Secretary/Treasurer