



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

NOVEMBER 17, 2025 AT 7:00 PM

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339
(847) 359-9050 www.palatine.il.us

AGENDA

REGULAR MEETING

7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. PUBLIC HEARING

- A. Consider a Motion to Open the Public Hearing on the Proposed CY 2026 Operating Budget & Capital Investment Plan

V. APPROVAL OF MINUTES

- A. Village Council & Committee of the Whole - Regular Meeting - November 10, 2025

VI. MAYOR'S REPORT

- A. Consider a Resolution Reaffirming a Commitment of Safety, Respect and Trust to all Residents of Palatine
- B. As Submitted

VII. RECESS TO THE COMMITTEE OF THE WHOLE

VIII. COMMITTEE OF THE WHOLE

A. POLICE POLICY & CODE SERVICES COMMITTEE DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback Reduction for an Addition at 524 N. Rohlwing Road
Council District: Four
2. Consider an Ordinance Granting a Special Use Transfer for the Continued Operation of an Auto Repair Use at 1098 E. Dundee Road
Council District: Four
3. As Submitted

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

SCOTT LAMERAND, CHAIR

1. Consider an Ordinance Annexing 160 E. Wilmette Avenue into the Village of Palatine
Council District: Two
2. As Submitted

C. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIR

1. Consider an Ordinance Granting a Variance from Chapter 16 Rights-of-Way of the Village's Code of Ordinances to Allow Commonwealth Edison to Install Two Utility Poles at 855 W. Northwest Highway
Council District: One
2. As Submitted

D. BUSINESS FINANCE & BUDGET COMMITTEE

JOE FALKENBERG, CHAIR

1. Consider a Resolution to Approve a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the International Union of Operating Engineers Local No. 150, Public Employees Division
2. Consider a Resolution Approving the Collective Bargaining Agreement Between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC
3. As Submitted

E. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG LANGER, CHAIR

1. As Submitted

F. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

BRAD HELMS, CHAIR

1. As Submitted

IX. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- A. Consider a Motion to Approve Warrant 2025 #22

- B. Consider an Ordinance to Amend Salary Ordinance, O-040-25, Establishing Rates of Compensation for Certain Officers and Employees of the Village of Palatine Effective November 18, 2025
- C. Consider a Resolution Granting a Security Deposit Reduction for the Estates at Arcadia Subdivision
Council District: Two
- D. Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback Reduction for an Addition at 524 N. Rohlwing Road
Council District: Four
- E. Consider an Ordinance Granting a Special Use Transfer for the Continued Operation of an Auto Repair Use at 1098 E. Dundee Road
Council District: Four
- F. Consider an Ordinance Annexing 160 E. Wilmette Avenue into the Village of Palatine
Council District: Two
- G. Consider an Ordinance Granting a Variance from Chapter 16 Rights-of-Way of the Village's Code of Ordinances to Allow Commonwealth Edison to Install Two Utility Poles at 855 W. Northwest Highway
Council District: One
- H. Consider a Resolution to Approve a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the International Union of Operating Engineers Local No. 150, Public Employees Division
- I. Consider a Resolution Approving the Collective Bargaining Agreement Between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC

X. RECONVENE THE VILLAGE COUNCIL MEETING

XI. REPORTS OF STANDING COMMITTEES

- A. **ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE**
GREG LANGER, CHAIR
 - 1. As Submitted
- B. **BUSINESS FINANCE & BUDGET COMMITTEE**
JOE FALKENBERG, CHAIR
 - 1. As Submitted
- C. **COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE**
SCOTT LAMERAND, CHAIR

1. As Submitted

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
BRAD HELMS, CHAIR

1. As Submitted

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. As Submitted

XII. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

B. VILLAGE CLERK

1. As Submitted

C. VILLAGE ATTORNEY

1. As Submitted

XIII. CLOSED SESSION AS REQUIRED

XIV. RECOGNITION OF AUDIENCE

XV. ADJOURNMENT



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

NOVEMBER 10, 2025 AT 7:00 PM

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339
(847) 359-9050 www.palatine.il.us

MINUTES

REGULAR MEETING

7:00 PM

I. CALL TO ORDER

Mayor Schwantz called the meeting to order at 7:00 PM.

II. ROLL CALL

PRESENT :	Mayor Jim Schwantz, Councilman District 1 Greg Langer, Councilman District 2 Scott Lamerand, Councilman District 3 Doug Myslinski, Councilman District 4 Joe Falkenberg, Councilman District 5 Kollin Kozlowski, Councilman District 6 Brad Helms
ABSENT :	

Also Present:

Village Clerk Maureen Pasqualucci, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief William Nord, Police Deputy Chief David Brandwein, Fire Chief Scott Mackeben, IT Director Larry Schroth, Director of Finance Andrew Brown, Director of Human Resources Monika Pandya

III. PLEDGE TO THE FLAG

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

IV. APPROVAL OF MINUTES

- A. Business Finance & Budget Committee - Special Meeting - November 1, 2025
- B. Village Council & Committee of the Whole - Regular Meeting - November 3, 2025

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Doug Myslinski
SECONDER:	Joe Falkenberg
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

V. MAYOR'S REPORT**A. As Submitted**

Mayor Schwantz announced upcoming events:

Tuesday, November 11: 11:00 AM – 1:00 PM

Veterans Day Program
American Legion Post 690

Wednesday, November 12: 4:00 PM – 7:00 PM

Partners for Our Communities' Open House
Community Resource Center

Thursday, November 13: 7:00 PM

District 3 and 4 Fall Residents' Meeting
Village Hall

Friday, November 21: 5 PM – 9 PM

Holidays on the Town
Support Local Businesses of Downtown Palatine

Saturday, November 22: 4:45 PM

Holiday Tree Lighting Ceremony
Towne Square

Leaf Collection Report

The lake effect snow has not affected the leaf collection program. Zones 5–8 are being collected this week as originally scheduled. The final scheduled collection for all zones starts next Monday, November 17th, and will continue throughout the week until all leaves have been collected. All zones must have their leaves placed on the street and ready for pickup by 7 AM.

VI. RECESS TO THE COMMITTEE OF THE WHOLE

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Kollin Kozlowski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

VII. COMMITTEE OF THE WHOLE

A. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Transferring Special Use Ordinance #O-123-03 to Permit the Continued Operation of a Restaurant/Bar at 110 N. Brockway Street Council District: Six

Director of Planning & Zoning Ben Vyverberg spoke about a special use agreement transfer at 110 N. Brockway Street. The original approval was completed in 2003. The petitioner, who is the current CEO of Emmett's Brewing Company, has worked at the location for 17 years. The hours remain the same as well as the restaurant floor plan, menu, and operations.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

2. Consider an Ordinance Granting Variations for a Driveway Expansion and a Lot Coverage Variation at 42 W. Robertson Street Council District: Six

Director of Planning & Zoning Ben Vyverberg presented a lot coverage variation request for 42 W. Robertson Street, including a proposed two-foot-wide paved ribbon to improve maneuverability and access to the driveway. Vyverberg reported specifics on the parcel variation, driveway aesthetics and metrics. He also noted that neighbors to the West expressed support for the proposal.

Councilman Myslinski acknowledged the neighbors' support and inquired about potential drainage issues. Vyverberg responded that there are no drainage concerns.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Joe Falkenberg
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

3. As Submitted
Nothing Submitted.

B. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE
GREG LANGER, CHAIR

1. Motion to Authorize the Village Manager to Enter into an Agreement for Geographic Information System Services with Municipal GIS Partners

IT Director Larry Schroth explained that three years ago, we joined the GIS Consortium through a contract with MGP (GIS Partners). That agreement has reached its term, and are required to approve a new three-year agreement, along with a one-year engagement document for the upcoming fiscal year.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Jim Schwantz
SECONDER:	Joe Falkenberg
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

2. As Submitted

Nothing Submitted.

C. BUSINESS FINANCE & BUDGET COMMITTEE

JOE FALKENBERG, CHAIR

1. Consider Continued Discussion of the FY 2026 Proposed Budget & Capital Investment Plan

Councilman Falkenberg reopened the discussion regarding the capital budget plan for the CY2026 Budget.

Village Manager Reid Ottesen stated that the proposed budget is balanced, with no property tax increase and no new fees or taxes included. A public hearing, as required, will be held at next Monday's Village Council meeting. Adoption of all budget-related ordinances and implementation measures is scheduled for December 1.

2. As Submitted

Nothing Submitted.

D. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

SCOTT LAMERAND, CHAIR

1. As Submitted

Nothing Submitted.

E. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

BRAD HELMS, CHAIR

1. As Submitted

Nothing Submitted.

F. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

1. As Submitted

Nothing Submitted.

VIII. RECONVENE THE VILLAGE COUNCIL MEETING

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Kollin Kozlowski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

IX. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Scott Lamerand
SECONDER:	Doug Myslinski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

- A. Consider an Ordinance Transferring Special Use Ordinance #O-123-03 to Permit the Continued Operation of a Restaurant/Bar at 110 N. Brockway Street
Council District: Six

Ordinance #O-107-25
- B. Consider an Ordinance Granting Variations for a Driveway Expansion and a Lot Coverage Variation at 42 W. Robertson Street
Council District: Six

Ordinance #O-108-25
- C. Motion to Authorize the Village Manager to Enter into an Agreement for Geographic Information System Services with Municipal GIS Partners

X. REPORTS OF STANDING COMMITTEES

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG LANGER, CHAIR

1. As Submitted

No Report.

B. BUSINESS FINANCE & BUDGET COMMITTEE

JOE FALKENBERG, CHAIR

1. As Submitted

No Report.

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

SCOTT LAMERAND, CHAIR

1. As Submitted

No Report.

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

BRAD HELMS, CHAIR

1. As Submitted

No Report.

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIR

1. As Submitted

No Report.

F. POLICE POLICY & CODE SERVICES COMMITTEE

DOUG MYSLINSKI, CHAIR

1. As Submitted

No Report.

XI. REPORTS OF THE VILLAGE OFFICERS**A. VILLAGE MANAGER**

1. As Submitted

Village Manager Reid Ottesen addressed concerns about recent federal enforcement activity in the Chicagoland area and thanked residents for speaking at last week's meeting.

Ottesen emphasized that Palatine remains committed to public safety for all residents, including 911 response, safe streets, and professional police service and shared what the Village is doing to build trust.

Village Manager and Police Chief will meet with state officials to discuss ways the state can help. Staff are also working on new guidelines to support non-law-enforcement personnel.

Ottesen acknowledged that more work is needed and has asked the Community Engagement Division to meet with local leaders and advocates.

Mayor Schwantz commented on the stress caused by recent federal actions in our community is unfortunate. The tactics used are not to be condoned. We remain committed to building strong relationships within our community and protecting our residents within the limits of the law, and hope this evening helps clarify our ongoing commitment to safety, trust, and service.

B. VILLAGE CLERK

1. As Submitted

No Report.

C. VILLAGE ATTORNEY

1. As Submitted

No Report.

XII. CLOSED SESSION AS REQUIRED

No Closed Session requested.

XIII. RECOGNITION OF AUDIENCE

The following Palatine residents spoke about the immigrant community, ordinances, and setting parameters on ICE raids in Palatine.

- Joyce Slavic, 515 Benton Street, appreciated past actions and called for more action; police, council, etc.
- Andrew Namovicz, 639 N Benton St, appreciated past actions and asked that the Village pursue steps to protect the community.
- Resident, 257 N Fremont, expressed discomfort with ICE in her neighborhood and recognized the police department's efforts.
- Bob Shaw, 523 N Easy Street, expressed discomfort with ICE action, questioned if there are tracking methods, and wanted to know if the Village can mandate ICE show ID.
- A resident called for the Council to pass an Ordinance and protection of residents.

- Cecilia Farfan, 1513 Silver Strand Circle, asked the Council to represent all residents.
- Lauren Dudal, 255 N Schiller Street, was concerned about ICE's activity in proximity to schools and called for Council to reconsider the Ordinance.
- Linda Craft, 455 E Providence Road, referenced recent ICE incidents and urged residents to report them to ICIRR.
- Tracey Bonjiourno, Realtor, Hunting Ridge, called for Council to pass an ordinance, wanted more leadership from council, and more direction for local police.
- Palatine Resident, communicated immigration system needs reform and urged council not to contribute to conflicting policies with federal policy.
- Maria Galo, 117 N Cedar Street - referenced the Chicago Tribune ad today by local businesses, called for Council to make a statement.
- Sarah Tipperreiter, 927 S Benton St, encouraged more community engagement.
- Minor, student at St. Theresa School, a concerned resident, stated her views about ICE impacting her family and her neighborhood.
- Laura Hernandez, 2100 Bayside Drive, expressed discomfort with ICE in her neighborhood.
- John LePress, 110 N Oak St, urged the Council to pursue more steps to protect the community.
- Dawn Gardner, Resident - referenced Georgetown law article, called for more action, police, council, etc. and stressed ICE identification and local protection.
- Resident, expressed discomfort with ICE in her neighborhood.
- Melissa Ortega - 107 S. Greeley St, expressed discomfort with ICE in her neighborhood and wants increased protection.
- Resident - Mozart Street, called for more action, police, council, etc.
- Kathleen Hill, expressed discomfort with ICE in her neighborhood.
- Resident - Elmwood Ave, teacher, was concerned about ICE's activity in schools and called for more action from council
- Perez - manager of a local grocery store — business affected by ICE activity — expressed discomfort with ICE in her neighborhood.
- Nicole Gronkey, 257 N Hale – nurse; when the city won't act, residents will; Palatine police won't protect citizens — Called for Council to pass an ordinance

Councilman Helms acknowledged that the council shares their concerns and assured residents that their voices are being heard.

XIV. ADJOURNMENT

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Kollin Kozlowski
SECONDER:	Scott Lamerand
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

MEETING ADJOURNED AT 8:11 PM.

SUBMITTED BY:

Maureen Pasqualucci
Village Clerk

Consider a Resolution Reaffirming a Commitment of Safety, Respect and Trust to all Residents of Palatine

BACKGROUND:

The Village of Palatine has always actively engaged with our residents and business community to build and strengthen partnerships based upon trust and mutual respect.

Over the course of this year, actions and activity taking place in the community from federal law enforcement agencies has begun to erode much of the trust and respect that has been built by the police department and Village over the past several decades. I sense of fear and lack of security is impacting many in the community.

KEY ISSUES:

Many in the community have called upon the Village to intervene and stop federal activities in our community or take other steps to restore a sense of security. The Village has taken numerous steps in the past several weeks to address many of the concerns raised and serve as a resource for those with questions and concerns.

A portion of the Village website has been dedicated as a resource for all residents to address their concerns and provide information and resources to all.

The Resolution before the Village Council reiterates our commitment to treating all residents with equity and dignity and that we do not condone the tactics recently used in Palatine as part of federal immigration enforcement. The Village wants to ensure a safe environment for all of its residents and seeks to work with other levels of government to address concerns and laws in place that regulate these activities.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of a resolution reaffirming a commitment of safety, respect and trust to all residents.

ACTION REQUIRED:

Action at the discretion of the Village Council.

ATTACHMENTS:

1. Resolution Reaffirming Commitment
2. ESOLUCIÓN 11.17.25

**RESOLUTION REAFFIRMING A COMMITMENT OF SAFETY, RESPECT
AND TRUST TO ALL RESIDENTS OF PALATINE**

WHEREAS, the Mayor and Village Council of the Village of Palatine, Illinois believe that all residents of the community deserve to live with respect, dignity, and safety regardless of race, religion, immigration status or national origin; and

WHEREAS, the Village finds that the cooperation of all people is essential to achieving the Village's goals of protecting life and property, preventing crime and resolving problems; and

WHEREAS, the Village has long supported public safety through the establishment of trust and partnerships between the residents and local government; and

WHEREAS, the Village has a long history of working with all members of our community, building relationships based upon trust; and

WHEREAS, the Palatine Police Department offers numerous community events such as summer camps, Shop with a Cop, Cop on a Rooftop, Toys for Tots, and National Night Out to build strong relationships with the community; and

WHEREAS, the stress that recent federal actions have caused on our community is creating fear and eroding the trust that the Village and law enforcement have built through the past several decades; and

WHEREAS, the tactics of federal immigration enforcement agencies witnessed by the community are not something the Mayor, Village Council nor staff condone; and

WHEREAS, the Mayor and Village Council are committed to building relationships within our community and protecting our residents under the law.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALATINE AS FOLLOWS:

Section 1: The Mayor and Village Council reaffirm their commitment to ensuring the safety, dignity and human rights of all residents of Palatine.

Section 2: The Village remains committed to following all aspects of the Trust Act and other state and federal laws including, but not limited to, providing services and acting without discrimination based on immigrant status.

Section 3: The Village will continue to respond to all known incidents involving federal immigration enforcement in an effort to identify the enforcing organization and maintain a safe environment for all present on the scene.

Section 4: The Village encourages the Federal government to develop standards of conduct for immigration enforcement officers.

Section 5: The Village will continue to strive to build a strong relationship with all residents of the community through partnerships and outreach as well as education.

DATED: November 17, 2025

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

APPROVED: November 17, 2025

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk on November 17, 2025

Village Clerk

RESOLUCIÓN NO. R-__-25

Resolución que Reafirma el compromiso de Seguridad, Respeto y Confianza con todos los Residentes de Palatine

CUANDO, el alcalde y el consejo de Aldea de Palatine, Illinois cree que todos los residentes de la comunidad merecen vivir con respeto, dignidad, y seguridad independientemente de su raza, religión, estatus de inmigración o origen nacional; y

CONSIDERANDO, que la cooperación de todas las personas es esencial para lograr los objetivos de la aldea de proteger la vida y la propiedad, prevenir la delincuencia y resolver problemas; y

CONSIDERANDO, que la aldea ha apoyado desde hace mucho tiempo la seguridad publica mediante el establecimiento de confianza y asociaciones entre los residentes y el gobierno local; y

CONSIDERANDO, que la Aldea tiene una larga historia de trabajar con todos los miembros de nuestra comunidad, construyendo relaciones basadas en la confianza; y

CONSIDERANDO, que el Departamento de Policía de Palatine ofrece numerosos eventos comunitarios como campamentos de verano, compras con un policía, policía en un techo, juguetes para niños, y noche nacional para construir fuertes relaciones con la comunidad; y

CONSIDERANDO, que el estrés que las recientes acciones federales han causado a nuestra comunidad está creando miedo y erosionando la confianza que la aldea y la policía han construido durante las últimas décadas; y

CONSIDERANDO, que las tácticas de agentes federales de control migratorio presenciadas por la comunidad no es algo que ni el alcalde, ni el consejo municipal, ni el personal aprueban; y

CONSIDERANDO, que el alcalde y el consejo de aldea estan comprometidos a construir relaciones dentro de nuestra comunidad y a proteger a nuestros residentes bajo la ley.

AHORA, POR LO TANTO, SE RESUELVA POR EL ALCALDE Y EL CONSEJO DE ALCALDE DE EL VILLAGE OF PALATINE COMO SIGUE:

Sección 1: El alcalde y el Consejo de alcalde reafirman su compromiso de garantizar la seguridad, la dignidad y los derechos humanos de todos los residentes de Palatine.

Sección 2: La aldea sigue comprometida a seguir todos los aspectos de la Ley de Fideicomiso y otras leyes estatales y federales, incluyendo, pero no limitado a, presentación de servicios y actuando sin discriminación basada en la condición de estatus migratorio

Sección 3: La aldea seguirá respondiendo a todos los incidentes conocidos que impliquen la aplicación de la inmigración federal en un esfuerzo por identificar a la organización que se encargue de cumplir y mantener un entorno seguro para todos los presentes en el lugar.

Sección 4: La aldea alienta al Gobierno Federal a elaborar normas de conducta para los agentes de inmigración.

Sección 5: La aldea seguirá esforzándose por establecer una relación solida con todos los residentes de la comunidad a través alianzas y actividades de divulgación y educación.

DIA: 17 de Noviembre, 2025

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

APROBADO: 17 de Noviembre, 2025

Aldea de Village of Palatine

CERTIFICADO y PRESENTADO en la oficina del secretario municipal el 17 de Noviembre, 2025

Village Clerk

Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback Reduction for an Addition at 524 N. Rohlwing Road

BACKGROUND:

The Petitioner is proposing to construct a 182 square-foot addition in the rear yard of the existing home. The proposed addition would be set back 23 feet from the rear lot line, rather than the required 40 feet. Therefore, the Petitioner is requesting approval of the following:

Special Use to permit an addition to have a rear yard setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

KEY ISSUES:

- The Subject Property, zoned R-2 Single-Family, is approximately 9,003 square feet in size. The Subject Property includes a single-family home and related improvements, including an existing attached deck in the rear yard.
- The Petitioner is seeking Special Use approval to permit a rear yard setback reduction to construct an 182 square foot addition onto the rear of the home.
- The addition consists of an enclosed porch and a renovated deck. The enclosed porch is categorized as part of the principal building and is therefore subject to the corresponding setbacks. The proposed addition will be set back approximately 23 feet from the rear lot line, encroaching into the required minimum 40-foot rear yard setback for the R-2 District. The deck renovation will not expand beyond its existing footprint and would comply with the other applicable zoning regulations.
- Presently, the principal structure maintains a 37-foot rear yard setback and is legally non-conforming.
- In reviewing the Special Use application and proposed building plans, Staff evaluated other R-2 properties in the area and determined that there are multiple rear yard setbacks below the minimum required 40 feet, with a calculated average of 26.8 feet.
- The proposed addition complies with all other applicable regulations, including lot and building coverages.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Public Hearing: Planning & Zoning Commission (PZC) meeting on November 11, 2025.

Residents testifying: None.

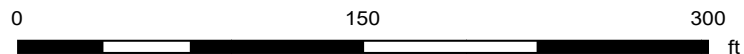
Vote: The PZC voted unanimously to approve the Special use and Staff concurs.

ACTION REQUIRED:

Motion to approve an ordinance granting a Special Use to permit a rear yard setback of 23 feet, instead of the minimum required 40 feet at 524 N. Rohlwing Road.

ATTACHMENTS:

1. Aerial Map
2. ORD SU 524 N. Rohlwing Road
3. EXHIBIT - Site Plan
4. EXHIBIT - Architectural Plans
5. PZC Packet - 11-11-25
6. DRAFT PZC Minutes - 11-11-25
7. Public Notice



Notes

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ORDINANCE NO. _____

**AN ORDINANCE GRANTING SPECIAL USE AT
524 N. ROHLWING ROAD**

WHEREAS, pursuant to a petition and public hearing on November 11, 2025, of which public notice was given as required by law, the Planning and Zoning Commission of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine has held such public hearing and reported their findings relative to a request for Special Use approval to permit an addition in the rear yard to be set back 23 feet, instead of the instead of the minimum required rear yard setback of 40 feet, pursuant to Section 10.06 (C)(12) of the Palatine Zoning Ordinance on the following legally described property:

LOT 6 in BLOCK "C" IN MEDALIST PARK, BEING A SUBDIVISION OF THE EAST ½ OF SECTION 14, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS, ON SEPTEMBER 16, 1959 AS DOCUMENT 1886033, IN COOK COUNTY, ILLINOIS.

Commonly known as 524 N. Rohlwing Road (PIN# 02-14-204-017)

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power that:

SECTION 1: A Special Use to permit a setback reduction pursuant to Section 10.06 (C)(12) of the Palatine Zoning Ordinance is hereby granted, subject to the following condition(s):

1. The Special Use and shall substantially conform to the plans prepared by the Archadeck of Chicagoland, dated 11/07/2025, except as such plans may be changed to conform to Village Codes and Ordinances.

SECTION 2: That a copy of the public notice is attached hereto and form a part of this ordinance.

SECTION 3: That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED by me this ____ day of _____, 2025

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this
____ day of _____, 2025

Village Clerk



PROPERTY ADDRESS: 524 N ROHLWING PALATINE, ILLINOIS 60074

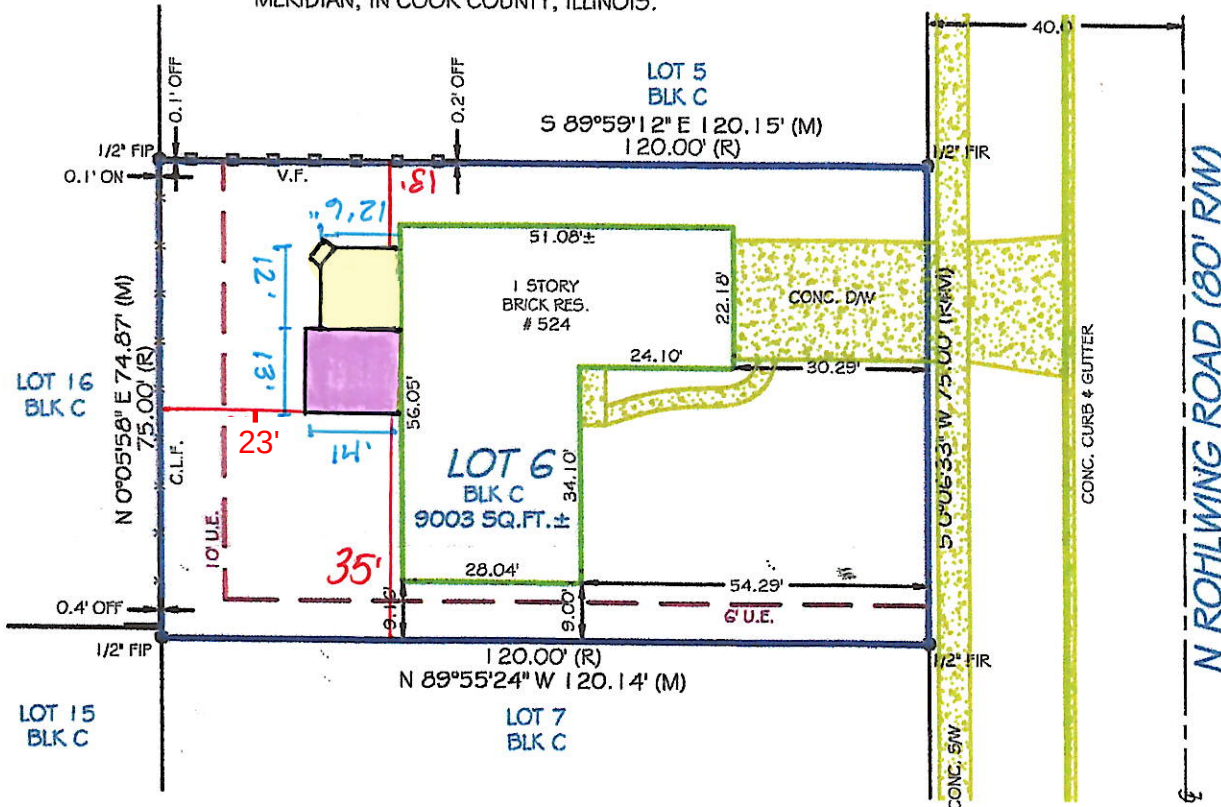
SURVEY NUMBER: 1703.0356

FIELD WORK DATE: 3/9/2017
17030356

REVISION DATE(S): (REV.0 3/10/2017)

BOUNDARY SURVEY
COOK COUNTY

LOT 6 IN BLOCK C IN MEDALLIST PARK, A SUBDIVISION
OF PART OF THE EAST 1/2 OF SECTION 14, TOWNSHIP
42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL
MERIDIAN, IN COOK COUNTY, ILLINOIS.



 = redeck
 = screened porch

STATE OF ILLINOIS } ss
COUNTY OF GRUNDY }

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS
TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY
SURVEY. GIVEN UNDER MY HAND AND SEAL THIS 9TH DAY OF
MARCH, 2017 AT 316 E. JACKSON STREET IN MORRIS, IL 60450.

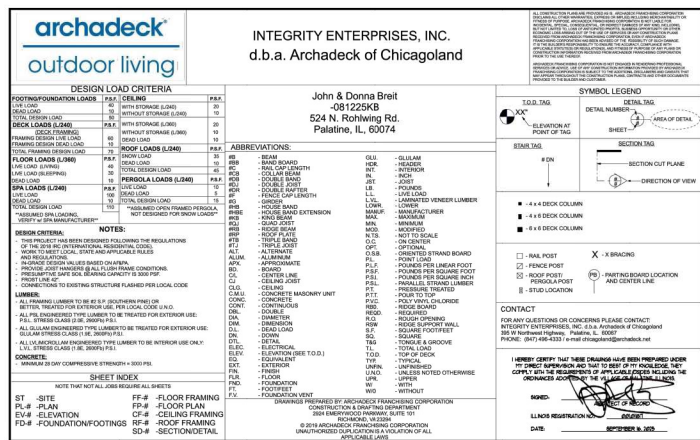
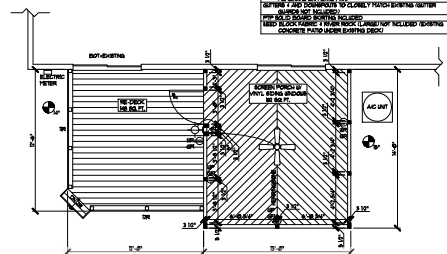
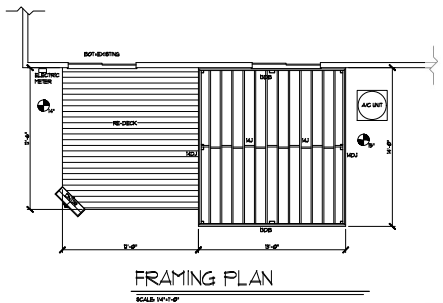
Kenneth Kennedy

ILLINOIS PROFESSIONAL LAND SURVEYOR No. 3403
LICENSE EXPIRES 11/30/2018
EXACTA LAND SURVEYORS LB# 5763



GRAPHIC SCALE (In Feet)
1 inch = 30' ft.





524 N. Rohlwing Road**STAFF REPORT:**

TO: Palatine Planning and Zoning Commission
Jan Wood, Chair

FROM: Ryan Auer

PETITIONER: Donna Durkin, Archadeck of Chicago (Contractor)

PLAN NUMBER: SU-000223-2025

BACKGROUND:

The Petitioner is proposing to construct a 182 square-foot addition at the rear of the existing residence. The addition will be set back from the rear lot line at a distance of 23 feet. Therefore, the Petitioner is requesting:

1. Special use to permit a rear setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

KEY ISSUES:

- The subject property is zoned "R-2", Single-Family District and is approximately 9,003 square feet in size. The property currently contains a single-family home and related improvements, including an attached deck in the rear yard.
- The Petitioner is seeking Special use approval to permit a rear yard setback reduction to construct an addition onto the rear of the home.
- The addition consists of an enclosed porch and a renovated deck. The enclosed porch is categorized as part of the principal building and is therefore subject to applicable regulations. The proposed addition will be set back approximately 23 feet from the rear lot line, encroaching on the required minimum 40-foot rear setback for the "R-2" zoning district. The deck renovation will not expand beyond its existing footprint and does not conflict with zoning regulations.
- Presently, the principal structure is located 37 feet from the rear lot line and is legally non-conforming and below the minimum R-2 rear yard required setback of 40 feet.

- To evaluate the proposal's alignment with the surrounding area, Staff analyzed nearby properties. During review, staff confirmed multiple properties with rear yard setbacks below the minimum required 40 feet. The calculated average rear yard setback among these properties was 26.8 feet. Each of the referenced properties are zoned "R-2", Single Family Residential district.
- The proposed addition does not conflict with any other area and bulk regulations set forth by the Zoning Ordinance for residential structures.

STANDARDS FOR SPECIAL USE: Since this Petition is not for a use publicly operated or traditionally affected with the public interest, those standards under Section 14.05 D (2) and (3) are applicable. Specifically, the Petitioners must show that the Special Use, if granted, is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected and will not cause substantial injury to the value of other property in the neighborhood in which it is located. The Petitioners have attempted to address the required standards.

STAFF RECOMMENDATION:

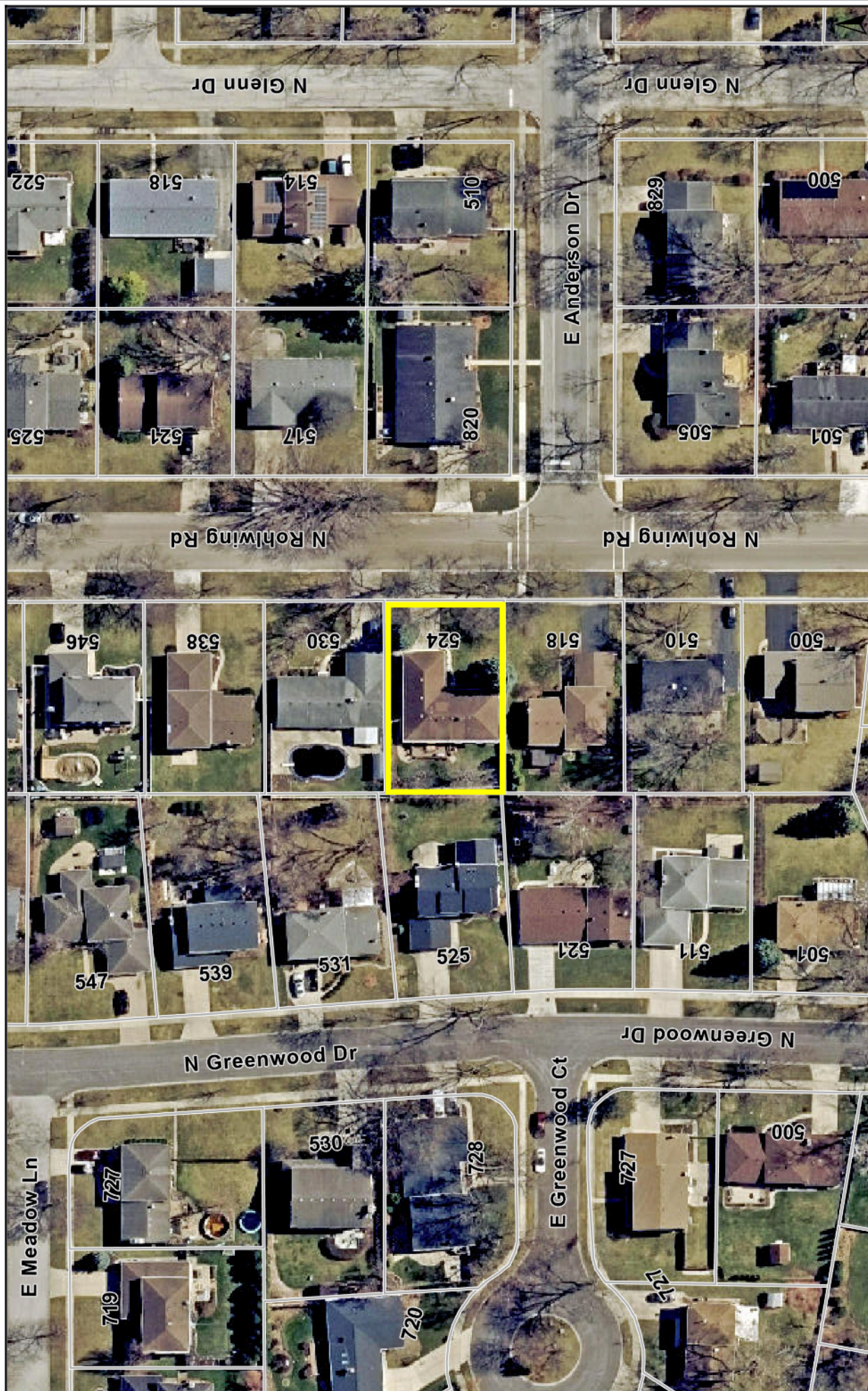
The proposed addition is set back at a distance similar to the rear yard setback of nearby residential properties. Staff did not identify any other negative impacts to the surrounding neighborhood. Furthermore, the proposal complies with the lot and building coverage limitations and does not conflict with the other remaining bulk standards of the "R-2" zoning district.

Therefore, Staff recommends approval of the proposed Special use, subject to the following conditions:

1. The Special Use shall substantially conform to the plans prepared by the Petitioner, dated 10/09/2025, except as such plans may be changed to conform to Village Codes and Ordinances.

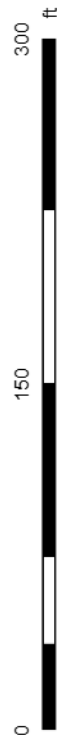
ATTACHMENTS:

1. Aerial Map
2. Application
3. Site Plan
4. Plat of Survey
5. Architectural Plans
6. Public Notice



Notes

Print Date: 11/6/2025



Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



SPECIAL USE APPLICATION

Department of Planning & Zoning

200 E. Wood Street • Palatine, IL • 60067-5339
Telephone: (847) 359-9047 • Fax (847) 963-6247

Petitioner Name

Donna Durkin

Business Name (if applicable)

Archadeck of Chicagoland

Subject Property Address

524 N. ROHLWING RD

Please provide a description of your proposed request:

ReDecking existing left-hand side of deck. Construction of new screened porch on right hand side of deck.

Petitioner Justification

Special Uses shall not be granted except on findings based upon the evidence in each specific case. Please address the following standards as these will be used in considering the specific relief you are seeking.

That use deemed necessary for the public convenience at that location. Explain:

This is a residential property and will not negatively impact the public convenience.

The use is designed, located, and proposed to be operated that the public health, safety, welfare will be protected. Explain:

The proposed project will not affect public health, safety, or welfare. Screened porch follows a similar footprint to existing deck.

The use will not cause substantial injury to nearby property values. Explain:

The proposed project will not negatively affect property values.

In order to supplement the above standards, the Planning and Zoning Commission may also consider the following:

With respect to front yard fencing and fencing in a rear yard/side yard abutting a street, the following additional standards must be met:

a. Will meet the following aesthetic criteria:

- i. Will not destroy existing vistas in the area;
- ii. Will enhance the appearance of the homes and the streets in the area; and
- iii. Will not detract from the overall appearance of the community; or

b. The fencing is found to be necessary to protect private property or the safety of the inhabitants of the property.

The proposed project does not involve the property fencing.



PROPERTY ADDRESS: 524 N ROHLWING PALATINE, ILLINOIS 60074

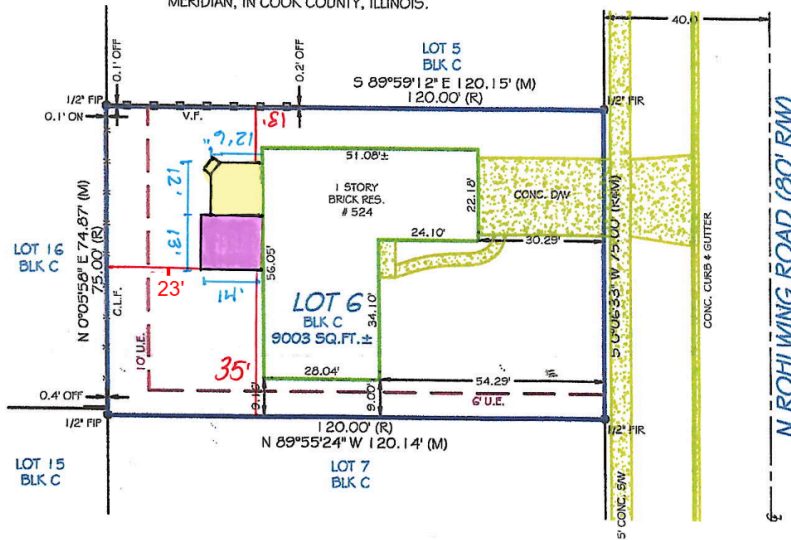
SURVEY NUMBER: 1703.0356

FIELD WORK DATE: 3/9/2017
17030356

REVISION DATE(S): (REV. 0 3/10/2017)

BOUNDARY SURVEY
COOK COUNTY

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MERIDIAN, IN COOK COUNTY, ILLINOIS.



= redeck
 = screened porch

STATE OF ILLINOIS } 55
COUNTY OF GRUNDY

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS
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SURVEY, GIVEN UNDER MY HAND AND SEAL THIS 9TH DAY OF
MARCH, 2017 AT 316 E. JACKSON STREET IN MORRIS, IL 60450.

Kenneth Kennedy

ILLINOIS PROFESSIONAL LAND SURVEYOR No. 3403
LICENSE EXPIRES 11/30/2018
EXACTA LAND SURVEYORS LBN# 5763



GRAPHIC SCALE (In Feet)
1 inch = 30' ft.





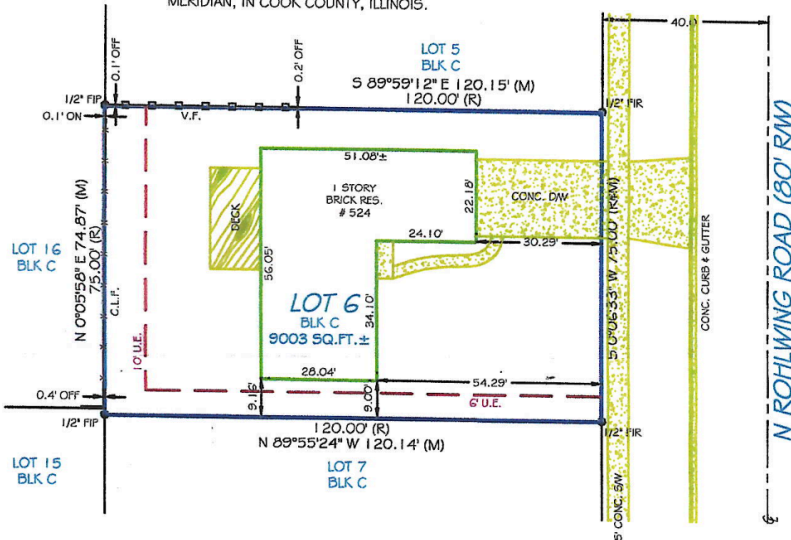
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STATE OF ILLINOIS } ss
COUNTY OF GRUNDY }

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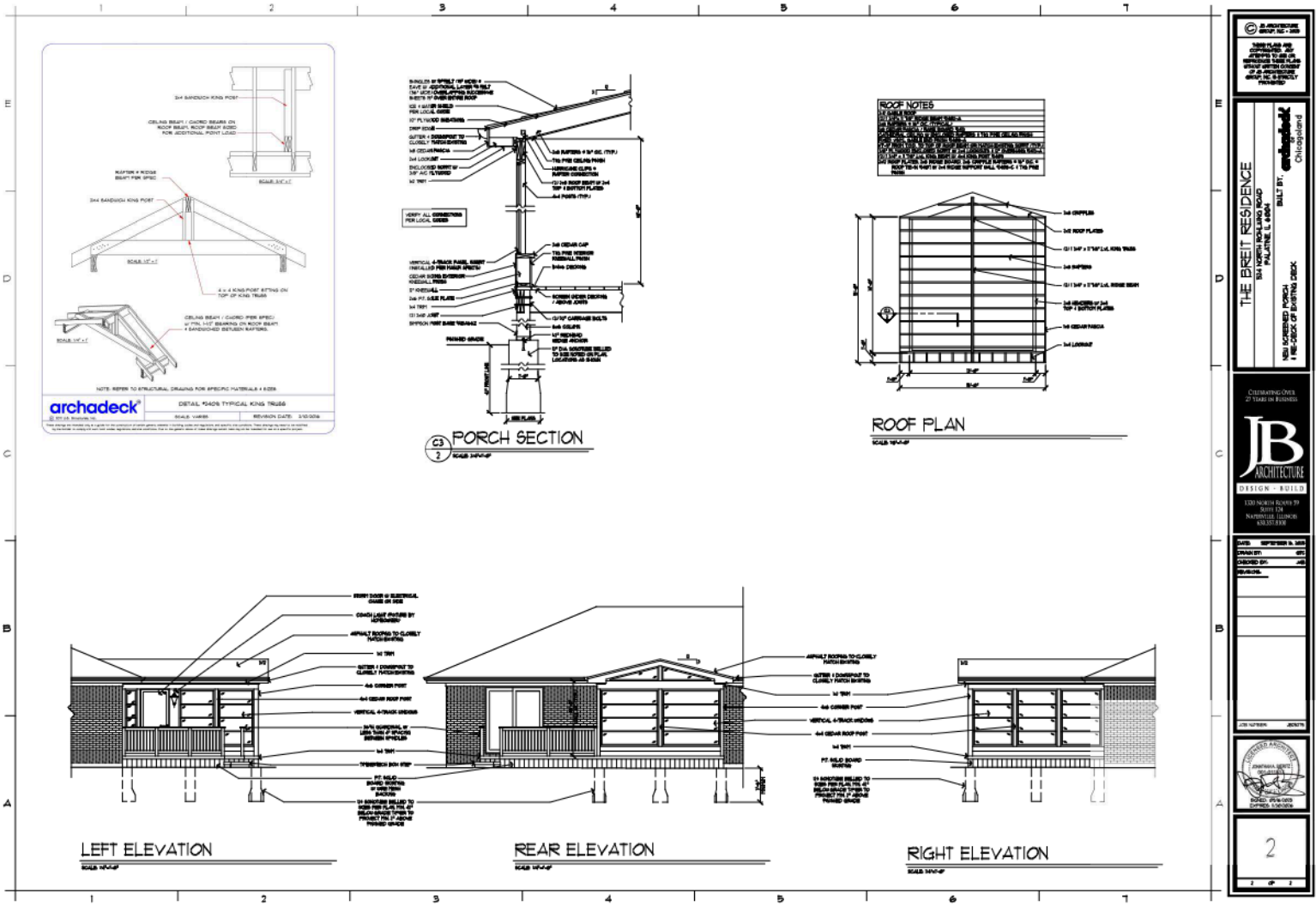
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THE BREIT RESIDENCE
344 NORTH HOLLAND ROAD
TULSA, OK 74107
BUILT BY: **archadeck**
ON: **archadeck**

JB
ARCHITECTURE
DESIGN + BUILD
130 NORTH BLVD. SUITE 200
TULSA, OK 74107
918.466.1234
www.jbarchitecture.com

DATE: SEPTEMBER 10, 2024
DRAWN BY: JPB
CHECKED BY: JPB
PROJECT NO.: 240179

2

CERTIFICATE OF PUBLICATION

DES PLAINES JOURNAL, INC., a corporation organized and existing under and by virtue of the laws of the State of Illinois, does hereby CERTIFY that it is the publisher of the:

Journal & Topics Newspapers
AKA Des Plaines Journal, Inc.
622 Graceland Ave.
Des Plaines, IL 60016-4556

and that said newspaper(s) is a secular newspaper of general circulation and has been published weekly in the

(Village) (Town) (City) (Township) of PALATINE 524 N. ROHLWING RD.



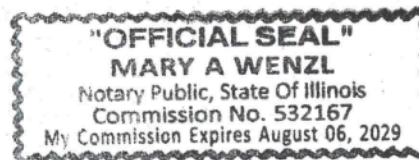
County of COOK

and State of Illinois, continuously for more than one year prior to date of the first publication of the notice attached hereto, and that said newspaper(s) complies with the requirements of Paragraphs 5 and 10, Chapter 100, of the Illinois Revised Statutes.

Further, that the notice, of which the attached is a true copy, was published ONE times in the said newspaper(s), namely once each week for ONE successive week(s) and that the first publication of said notice was made on the 23RD day of OCTOBER, A.D. 2025, and the last publication thereof was made on the 23RD day of OCTOBER, A.D. 2025.

Your Legal appeared in
the following Journal & Topics
Newspapers
(Des Plaines Journal, Inc.)

- ☐ Des Plaines Journal
- ☐ Elk Grove Village Journal
- ☐ Mt. Prospect Journal
- ☐ Niles Journal
- ☐ Park Ridge-Golf Mill Journal
- ☐ Prospect Heights Journal
- ☐ Rosemont Journal
- ☐ Arlington Heights Topics
- ☐ Buffalo Grove Topics
- ☒ Palatine Topics
- ☐ Rolling Meadows Topics
- ☐ Wheeling Topics
- ☐ Suburban Journal
- ☐ Northwest Journal
- ☐ Glenview Journal



Mary A. Wenzl

IN WITNESS WHEREOF, THE DES PLAINES JOURNAL, INC., has caused this certificate to be signed and its corporate seal affixed hereto at Des Plaines, Illinois this 23RD day of OCTOBER, A.D., 2025.

By Todd Wassell

President

Title of Corporate Officer

County of Cook
State of Illinois

Subscribed and sworn to before me this 23RD day of OCTOBER, A.D., 2025.

My commission expires the 6TH day of AUGUST, A.D., 2029.

PUBLIC NOTICE

A Public Hearing will be held before the Village of Palatine Planning and Zoning Commission on Tuesday, November 11th, 2025 at 7 PM, in the Village Council Chambers in Palatine Village Hall, 200 E. Wood Street, relative to a request for the following:

Special use to permit a rear setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

The property is commonly known as 524 N. Rohlwing Road.

The Petitioner is proposing to construct a 182 square-foot “three season” room on the rear of the primary structure – constructed on a portion of the existing deck area. This construction will include expanding the depth of the existing rear deck by 2 feet into the rear yard.

The above petition has been filed by Donna Durkin, Archadeck of Chicago, and is available for examination in the office of the Village Clerk, 200 E. Wood Street.

FILE #: SU-000223-2025 VILLAGE OF PALATINE

Jan Wood, Chair
Palatine Planning and Zoning Commission

DATED: This 23rd day of October 2025

RA



PLANNING AND ZONING COMMISSION

NOVEMBER 11, 2025 AT 7:00 PM

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339
(847) 359-9050 www.palatine.il.us

MINUTES

REGULAR MEETING

7:00 PM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES

A. Planning and Zoning Commission — Regular Meeting — October 28, 2025 7 PM

RESULT:	APPROVED
MOVER:	Bettenhausen Friedman
AYES:	Jan Wood, Cindy Roth Wurster, Kevin Cavanaugh, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None

IV. PUBLIC HEARING

A. 524 N. Rohlwing Road

- 1. Special use to permit a rear setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

SU-000223-2025 – 524 N Rohlwing Rd

Notice was published in the Journal & Topics on October 23rd, 2025 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

- 1. Application
- 2. Plat of Survey
- 3. Proof of Ownership
- 4. Site Plan
- 5. Architectural Plans
- 6. Public Notice

Mr. Auer provides background and states the Petitioner is proposing to construct a 182 square-foot addition at the rear of the existing residence. The addition will be set back from the rear lot line at a distance of 23 feet. The Petitioner is requesting a Special use to permit a rear setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

Sworn in petitioner:

John Breit – 524 N Rohlwing Rd – owner

David Berryhill – Owner of Archadeck at 395 W Northwest Hwy -Palatine, IL

Mr. Breit stated that he is requesting the special use to provide additional space for family activities and entertaining. He explained that the proposed structure is a three-season room, which would allow his family to enjoy the space without concern for outdoor elements or noise from neighboring properties, while also providing added privacy.

Commissioner Kolososki asked if the proposed three-season room would be constructed partially on the existing deck.

Mr. Berryhill explained that the room will be entirely new, including the floor system, and that the existing deck will be re-decked.

Commissioner Kolososki confirmed, asking if one structure is not being built on top of the other, and Mr. Berryhill agreed.

Commissioner Roth-Wurster asked how the new addition compares to the existing structure in terms of footprint and size. Mr. Berryhill referred to the plans and stated that the new structure will extend approximately two feet beyond the current deck.

Chairman Wood asked if there are any flooding issues in the area. Mr. Breit responded that flooding is not a problem on his property or in the surrounding area.

Commissioner Friedman asked whether the homeowner had spoken with neighbors about the project. Mr. Breit stated that he has spoken with both adjacent neighbors, who have no objections and are in favor of the proposal.

Mr. Auer provided additional details, explaining that the request is for a special use because the proposed addition will be set back approximately 23 feet from the rear lot line, encroaching into the required 40-foot rear setback for the R-2 zoning district. He noted that the deck renovation will not expand beyond its existing footprint and complies with zoning requirements.

Mr. Auer stated that to determine the application's impact on the surrounding area, staff evaluated surrounding properties containing rear yard additions. Auer continued that, upon review, this request is consistent with rear yard additions in the surrounding area and does not negatively impact adjacent properties. In the surrounding area, there are a number of existing setbacks under 30 feet. He

confirmed that drainage and flooding have been reviewed and are not of concern, and that no complaints have been received from neighboring residents.

Commissioner Kolososki referred to the site plan and asked whether the neighboring properties were reviewed as part of the analysis. Mr. Auer confirmed that the properties reviewed were comparable to the request under consideration.

Staff Recommendation:

The proposed addition is set back at a distance similar to the rear yard setback of nearby residential properties. Staff did not identify any other negative impacts to the surrounding neighborhood. Furthermore, the proposal complies with the lot and building coverage limitations and does not conflict with the other remaining bulk standards of the "R-2" zoning district. Therefore, Staff recommends approval of the proposed Special use, subject to the following conditions:

1. The Special Use shall substantially conform to the plans prepared by the Petitioner, dated 10/09/2025, except as such plans may be changed to conform to Village Codes and Ordinances.

There were no further questions. The public hearing was closed.

Commissioner Noonan Made a motion to approve subject staff's conditions; seconded by Commissioner Fedota

DISCUSSION:

Commissioner Fedota noted that the surrounding properties have similar additions and observed that this proposed addition extends only slightly deeper than the neighboring property, with one nearby structure located approximately 7 to 8 feet from the rear lot line. He stated that the proposed addition would not negatively impact property values and would be a good fit for the area.

Chairman Wood stated that the proposal would not cause injury to the value of surrounding properties. She noted that the front yard setback is generous, which impacts the reduced rear setback, and that the request meets the standards for approval.

Commissioner Roth-Wurster commented that the proposed addition is similar in footprint to others in the area and would be a positive improvement to the property.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item will tentatively go to Village Council on Monday November 17th, 2025.

RESULT:	APPROVED
MOVER:	Noonan
SECONDER:	Fedota

AYES:	Jan Wood, Cindy Roth Wurster, Kevin Cavanaugh, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None

B. 21 W. Wilson Street

1. Special Use Amendment to permit the expansion of a Medical Office (Physical Therapy).

SU-000211-2025 – 21 W Wilson Street

Notice was published in the Journal & Topics on October 23rd, 2025 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Application**
2. **Proof of Ownership**
3. **Plat of Survey**
4. **Floor Plans**
5. **Business Plan**
6. **O-104-18**
7. **Public Notice**

Ms. Bremanis provides background and states the Subject Property is zoned Planned Development and is an existing tenant space, within the Providence of Palatine building. The Planned Development Ordinance follows the B-2 use lists and standards. The Petitioner is proposing to expand the Physical Therapy Office (Illinois Bone & Joint Institute) into a previously unoccupied tenant space. The Petitioner is requesting approval of the following: Special Use Amendment to Ordinance #O-104-18 to permit an expansion of a Medical Office (Physical Therapy)

Sworn in petitioner:

Catherine Irwin – 900 Rand Rd – Suite 300 – Des Plaines, IL – Representing Illinois Bone & Joint – Oversees the Strategic Growth and Rehabilitation Departments.
Charles Haas – 110 N Brockway St. Unit 320 – represents the property owner

Ms. Irwin explained that the existing physical therapy office, located at 25 W. Wilson, has expanded due to additional physician groups joining the practice. The request is for additional space to safely accommodate and treat more patients. She stated that the current office is approximately 2,500 square feet, and the expansion would add another 2,300 square feet.

Mr. Haas noted that this is the last vacant space within the development.

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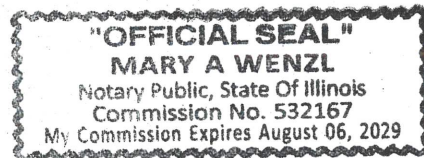
County of COOK

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By Todd Wassell

President

Title of Corporate Officer

County of Cook
State of Illinois

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FILE #: SU-000223-2025 VILLAGE OF PALATINE

Jan Wood, Chair
Palatine Planning and Zoning Commission

DATED: This 23rd day of October 2025

RA

Consider an Ordinance Granting a Special Use Transfer for the Continued Operation of an Auto Repair Use at 1098 E. Dundee Road

BACKGROUND:

The Subject Property, zoned B-2 General Business, contains the existing Car-X Tire & Auto business. John Keely is requesting a Special Use transfer of the existing auto repair use. Therefore, the Petitioner is requesting approval of the following:

Transfer of Special Use #O-185-87 to permit the continued operation of an auto repair use at 1098 E. Dundee Road

KEY ISSUES:

- The Subject Property was annexed into the Village in 1987 and subsequently granted a Special Use for an auto repair business.
- Car-X Tire & Auto has applied for a Special Use Transfer to Brex Inc. (d.b.a. Car-X Tire and Auto) to permit the continued operation of the auto repair store.
- There are no significant changes to the current operations or business functions proposed with the requested transfer.
- Through working with the Petitioner, Staff is recommending a condition requiring a cross-access agreement and easement between the Subject Property and the 998 E. Dundee Road (Palatine Bank & Trust) and 1102 E. Dundee Road (a vacant former restaurant drive-through). The condition requires that a cross-access easement agreement be submitted in a manner acceptable to the Village Attorney.
- This is similar to the Special Use conditions and agreements for Hertz, KC 1000 Subdivision (Panera, Verizon, IHOP), Popeye's, and the former Tore & Luke's property. The proposed cross access would connect to the existing cross access easement for the Palatine Bank & Trust, which is immediately west of Car-X. With IDOT's installed barrier median extension along Dundee Road, the cross access easements allow vehicles to maneuver along Dundee Road and access median breaks and signalized intersections.

BUDGET IMPACT:

N/A

RECOMMENDATION:

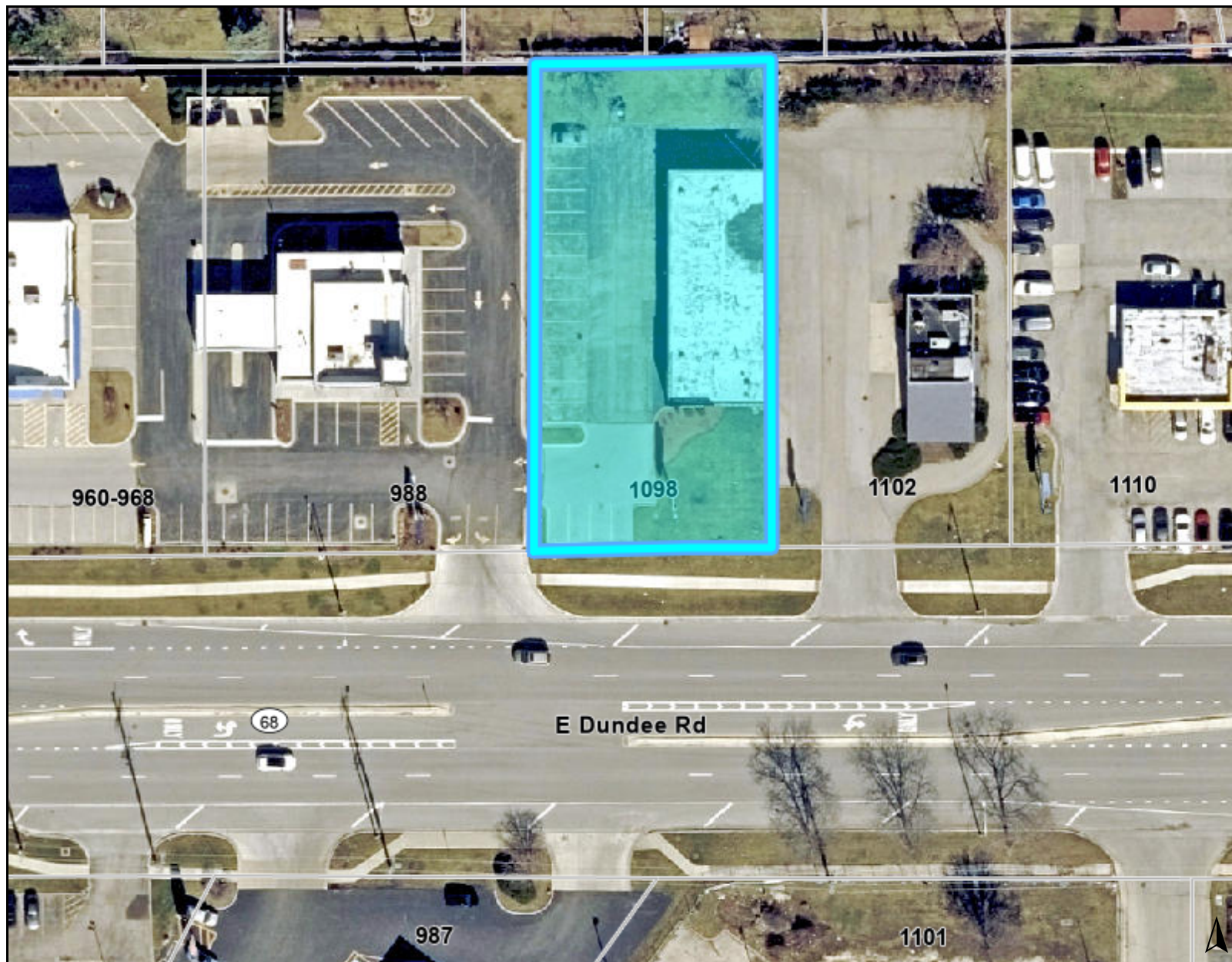
Staff recommends approval of the Special Use Transfer.

ACTION REQUIRED:

Motion to approve an ordinance transferring Special Use Ordinance #O-185-87 to permit the continued operation of an auto repair use at 1098 E. Dundee Road.

ATTACHMENTS:

1. Aerial Map
2. ORD - SUT
3. EXHIBIT - Specuial Use Transfer Application - 1098 E. Dundee Road
4. 1987 Special Use - 1098 E. Dundee Road - Car-X Tire and Auto

**Legend****Notes**

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

ORDINANCE NO. _____

**AN ORDINANCE TRANSFERRING
SPECIAL USE ORDINANCE #O-185-87
1098 E. DUNDEE ROAD**

WHEREAS, Ordinance #O-185-87 granted a Special Use for the operation of an auto repair use (Car-X Tire & Auto), on the property commonly known as 1098 E. Dundee Road; and

WHEREAS, pursuant to Section 14.05(h) in Appendix A, in the event of the sale or lease of this business, the Special Use may be transferred after review and consent of the Village Council; and

WHEREAS, since the Village Council did meet on November 17, 2025 to review a request by John Keeley for Brex, Inc., d.b.a. Car-X Tire & Auto, that the Special Use be transferred to permit the continued operation of Car-X Tire & Auto, with no substantial changes, and it was the recommendation of the Village Council that the transfer of the Special Use to John Keeley for Brex, Inc. dba Car-X Tire & Auto be approved without amendment.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine:

SECTION 1: That the Special Use granted by Ordinance #O-185-87 is hereby transferred to John Keeley for Brex, Inc. dba Car-X Auto Service to permit the continued operation of Car-X Tire & Auto, subject to the following conditions:

- 1. A Cross Access Agreement shall be executed between the subject property owner and the property owner (s) of 988 E. Dundee Road to create a Cross Access Easement, with terms and conditions in a manner acceptable to the Village Attorney and Director of Planning and Zoning.**

2. A Cross Access Agreement shall be executed between the subject property owner and the property owner (s) of 1102 E. Dundee Road to create a Cross Access Easement, with terms and conditions in a manner acceptable to the Village Attorney and Director of Planning and Zoning.

SECTION 2: All conditions of Special Use Ordinance #O-185-87, as amended, shall remain in full force and effect.

DATED: This ____ day of _____, 2025

AYES:____ NAYS:____ ABSENT:____ PASS:____

APPROVED by me this ____ day of _____, 2025

Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk

this ____ day of _____, 2025.

Village Clerk



SPECIAL USE TRANSFER

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247

CONTACT INFORMATION WORKSHEET

PETITIONER(S) Tony Gerber		Business Name (If applicable) BREX, Inc. dba Car-X Tire & Auto	
Address 9507 Page Avenue		City/State/Zip Code St Louis, MO 63132	
Telephone 314-312-2014		Fax 314-312-2014	
Email tgcarx@gmail.com			
Subject Property Address 1098 E. Dundee Rd. Palatine, IL 60074			
AUTHORIZED AGENT (if applicable)		Business Name (if applicable)	
Address		City/State/Zip Code	
Telephone		Fax	
Email			



SPECIAL USE TRANSFER

Department of Planning & Zoning
200 E. Wood Street • Palatine, IL • 60067-5339
Telephone: (847) 359-9047 • Fax (847) 963-6247

Required Materials

- ☐ Application Form
- ☐ Business Plan (including but not limited to nature of business, hours of operation, number of employees, floor plan, menu, and any proposed changes to the business)
- ☐ Proof of Ownership

Business Owner(s):

John Keeley for BREX, Inc. dba Car-X Tire & Auto

Subject Property Address:

1098 E Dundee Rd

The owner(s) listed above are requesting that Special Use Ordinance # 0-185-87 be transferred from Luis Leon for Vehijourn, Inc. dba Car-X Auto to individuals(s) and/or company listed above. I have read the ordinance(s) and agree to comply with all applicable ordinance(s) and any conditions contained therein. As the new business owner(s), the following changes (if any) are proposed to the business operation and/or floor plan:

No Changes

I understand that if the Village determines the nature or characteristics of the business will substantially change, a new Special Use may be required.

ORDINANCE NO. 0-185-87

AN ORDINANCE
GRANTING SPECIAL USES
1000-1120 E. DUNDEE ROAD

WHEREAS, pursuant to a petition and public hearing, held on December 28, 1987 of which public notice was given as required by law, the President and Board of Trustees of the Village of Palatine, in accordance with the Municipal Code of the Village of Palatine, in such case made and provided, has held such public hearing regarding granting special uses and has reported its findings on the following legally described property :

That part of the Southwest 1/4 of Section 1, Township 42 North, Range 10, East of the Third Principal Meridian, described as follows:

Beginning on the South line of said Southwest 1/4 of Section 1, at a point 869.97 feet East from the Southwest corner of said Section 1; thence East along the South line of Section 1 aforesaid, 950.53 feet to the Southeast corner of the West 30 acres of the East 1/2 of the Southwest 1/4 of Section 1; thence north along the East line of said West 30 acres, 280.1 feet; thence West parallel to the South line of Section 1 aforesaid 950.7 feet; thence south forming a Northwest angle to the Section line of 89° 46' 30", 280.10 feet to the place of beginning (excepting the south 70 feet and the west 140.59 feet thereof), in Cook County, Illinois.

commonly known as 1000 to 1120 East Dundee Road

(hereinafter sometimes called the "subject property").

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power, that:

SECTION 1: The following special uses are hereby granted for the subject property pursuant to Appendix A, Zoning Ordinance of the Village of Palatine:

Three (3) restaurants with drive-up windows
One (1) 24-four hour car wash
One (1) 24-hour automobile service station and mart.
One (1) muffler shop

SECTION 2: That the petition for special use, a copy of the public notice and the report of the Village Board be attached hereto and form a part of this ordinance.

SECTION 3: That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 28 day of December, 1987

AYES: 5 NAYS: 0 ABSENT: 1 PASS: 0

APPROVED by me this 28 day of December, 1987



President of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this 28
day of December, 1987



Village Clerk

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF PALATINE, COOK COUNTY, ILLINOIS HELD IN THE VILLAGE MEETING ROOM AT THE PALATINE COMMUNITY CENTER ON MONDAY, DECEMBER 28, 1987.

President Frank Munch called the meeting to order at 7:32 P.M.

ROLL CALL: Present: Trustees James Wilson, Richard Fonte, Gregory Solberg, and Jack Wagner.
Absent: Trustees Thomas Coy and Keith Harris.
Also Present: Village Clerk Rita Mullins, Village Manager Michael Kadlecik, Assistant to the Manager Skip Leonard, Village Attorney Michael Roth, Administrative Aide Robert Barber, Director of Community Development Richard Kozdras, Director of Health David Yahn, and Director of Public Works Andrew Radetski.

Trustee Harris made his presence known to the Clerk at 7:37 P.M.

CONTINUED PUBLIC HEARING - ANNEXATION AGREEMENT - 960, 1020, and 1098 W. NORTHWEST HIGHWAY (HOEY, MORRISROE AND KLEIN)

OPENING

Trustee Fonte, seconded by Trustee Wilson, moved to open the Public Hearing at 7:34 P.M. Voice vote - MOTION CARRIED Trustee Wilson, seconded by Trustee Fonte, moved to continue the Public Hearing to January 11, 1988 at 7:30 P.M. at the request of the petitioner. Voice vote - MOTION CARRIED.

PUBLIC HEARING - ANNEXATION AGREEMENT & REZONING FROM R-1 TO B-2 - 1000/1120 EAST DUNDEE ROAD (O'NEIL - FORMERLY NANKIN EXPRESS)

OPENING

Trustee Fonte, seconded by Trustee Wilson, moved to open the Public Hearing at 7:35 P.M. Voice vote - MOTION CARRIED

PURPOSE OF HEARING:

The hearing was to review the Annexation Agreement and rezoning from R-1 to B-2 for property located at 1000/1120 E. Dundee Road (formerly Nankin Express). Ms. Judy Jacobson, 947 Lilac Drive came forward stating that her home was directly behind the proposed Thorton Gas Station and she wanted to know who to talk to about damage to her trees and fence when the station was built. President Munch stated that all such questions should go to the Cook County Board. She also inquired as to how she could get annexed and what the advantages would be. Trustee Fonte stated that her benefits would include the Police, health, and forestry services and that she would have to request the annexation.

CLOSING

Trustee Wilson, seconded by Trustee Solberg, moved to close the Public Hearing at 7:42 P.M. Voice vote - MOTION CARRIED.

APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 14, 1987

Trustee Fonte, seconded by Trustee Harris, moved approval of the minutes of the regular meeting of December 14, 1987 as submitted. Voice vote - MOTION CARRIED. Trustee Wilson and President Munch passed.

RECOGNITION OF AUDIENCE

No one came forward.

CONSENT AGENDA

VILLAGE OF PALATINE
REAL ESTATE INTEREST DISCLOSURE FORM

(Please check applicable proceeding)

☒ Annexation ☐ Rezoning ☐ Special Use
☐ Variation ☐ Condemnation

1. Name of Disclosing Party (individual, business firm, partnership, corporation, etc.) THE BANK & TRUST COMPANY OF ARLINGTON HEIGHTS, as Trustee under Trust No. 1546 dated September 1, 1977

2. Address of Disclosing Party
900 E. Kensington Road, Arlington Heights IL 60004

3. Brief description of the petition
Annexation when Palatine becomes contiguous and rezoning to B-2 with special use

4. Common street address of real estate or general description
1098-1120 4000 E. Dundee Road, Palatine IL

5. Legal description of real estate
-----See attached for legal description-----

5a. PLEASE PROVIDE PROOF AS TO WHETHER OR NOT THIS PROPERTY IS REGISTERED UNDER TORRENS ACT.

6. The name, address, legal nature, and extent of interests of any persons deriving an interest from or through the disclosing or filing party

Name	Address	Legal Nature and Extent of Interest
(a) <u>Donald Loucks</u>	<u>P.O. Box 624</u> <u>Palatine IL 60078-0624</u>	<u>Beneficiary, as to undivided one-half interest in Land Trust</u>
(b) <u>Charlotte L. Loucks</u>	<u>P.O. Box 624</u> <u>Palatine IL 60078-0624</u>	<u>Beneficiary as to undivided one-half interest in Land Trust</u>
(c) _____	_____	_____
(d) _____	_____	_____

(If additional space is required, please use reverse side or attach rider)

7. "I swear (or affirm) that there are no other persons deriving any interest from or through me or from or through any other person or entities above set forth in the property which is the subject of the contract or application for which I am filing this disclosure notice whom I have not disclosed. I understand that if there are any changes in the interest disclosed in this disclosure notice during the terms of the subject contract or before the Village has taken final action on the matter for which this disclosure notice is filed, I shall file a subsequent disclosure notice disclosing such changes."

SUBSCRIBED and SWORN to
before me this 26th day
of April, 1985.

Kevin J. Clay
Notary Public

Anita D. Kraus
Signature of Disclosing Party

Anita D. Kraus
Assistant Vice President & Trust Officer
THE BANK & TRUST COMPANY OF ARLINGTON HEIGHTS
Rev. 6/11/81

VILLAGE OF PALATINE
REAL ESTATE INTEREST DISCLOSURE FORM

(Please check applicable proceeding)

☒ Annexation ☐ Rezoning ☒ Special Use
☐ Variation ☐ Condemnation

1. Name of Disclosing Party (individual, business firm, partnership, corporation, etc.)

B.F. O'NEIL, ASST. SEC. DUNRAN CORP.

2. Address of Disclosing Party

1158 W. BEDFORD DR.
PALATINE, IL. 60067

3. Brief description of the petition

ANNEXATION TO PALATINE WHEN
PALATINE BECOMES CONTIGUOUS. VILLAGE
ZONING TO BL WITH SPECIAL USE ANNEXATION AGR.

4. Common street address of real estate or general description

1098-1090 E. DUNDEE RD.

5. Legal description of real estate

SEE ATTACHED

- 5a. PLEASE PROVIDE PROOF AS TO WHETHER OR NOT THIS PROPERTY IS REGISTERED UNDER TORRENS ACT. NO

6. The name, address, legal nature, and extent of interests of any persons deriving an interest from or through the disclosing or filing party

	Name	Address	Legal Nature and Extent of Interest
(a)	<u>DONALD LUCKS</u>	<u>PO BOX 624</u> <u>PALATINE, IL.</u>	<u>37.8% STOCK</u>
(b)	<u>B.F. O'NEIL</u>	<u>1158 W. BEDFORD</u> <u>PALATINE, IL.</u>	<u>31.1% STOCK</u>
(c)	<u>THOMAS POULAKIDAS</u> <u>ALEXANDER POULAKIDAS</u>	<u>3300 BARBORN</u> <u>CHICAGO, IL.</u>	<u>31.1% STOCK</u>
(d)	<u>ANGELOS POULAKIDAS</u>	<u>"</u>	

(If additional space is required, please use reverse side or attach rider)

7. "I swear (or affirm) that there are no other persons deriving any interest from or through me or from or through any other person or entities above set forth in the property which is the subject of the contract or application for which I am filing this disclosure notice whom I have not disclosed. I understand that if there are any changes in the interest disclosed in this disclosure notice during the terms of the subject contract or before the Village has taken final action on the matter for which this disclosure notice is filed, I shall file a subsequent disclosure notice disclosing such changes."

SUBSCRIBED and SWORN to
before me this 26th day
of April, 19 83.
Glenn Kier
Notary Public

B.F. O'Neil
Signature of Disclosing Party

DUNRAN CORP.
ASST. SEC. Rev. 6/11/81

PUBLIC NOTICE

A public hearing will be held before the Palatine Village Board on Monday, December 28, 1987, at 7:30 PM, in the Palatine Community Center, 200 East Wood Street, regarding a proposed annexation and Amended Annexation Agreement (Nankin Express), proposed rezoning to "B-2" General Service District, and proposed Special Uses for (1) an automobile service station (Thornton Oil), (2) a muffler shop (Car X Muffler), (3) three (3) restaurants (Taco Bell, Dunkin Donuts and Kentucky Fried Chicken), and (4) a self-service car wash (National Pride).

The properties are legally described as follows:

See attached

The properties are commonly known as 1000-1120 East Dundee Road.

The above petition has been filed by Bernard F. O'Neill, Agent for Dunran Corporation, and the Bank and Trust Company of Arlington Heights as Trustee under Trust No. 1546, and is available for examination in the office of the Village Clerk, 200 East Wood Street.

VILLAGE OF PALATINE

ZONING DOCKET: P-87-95

Michael D. Kadlecik
Village Manager

DATED: This 12th day of December, 1987.

ev

Clanc

FOR: Administration FROM: Community Development Rfk DATE: 12/21/87 9 CA

<u>X</u> ORDINANCE	DESCRIPTION: <u>Consider Special Uses for an auto-</u>
<u> </u> RESOLUTION	<u>mobile service station and mart, a muffler shop,</u>
<u> </u> MOTION	<u>three (3) restaurants, and a car wash, located at</u>
<u> </u> PUBLIC HEARING	<u>1000-1120 E. Dundee Road (O'Neil). DISTRICT</u>
<u> </u> DISCUSSION ONLY	<u>(after annexation): 4</u>

COMMITTEE ACTION: UNANIMOUS APPROVAL DATE: 12/21/87

BACKGROUND: The subject property is located on the north side of Dundee Road, between the Ruggles Restaurant and the Auto Parts House. It consists of six (6) businesses on eight (8) parcels: Car-X Muffler shop (Parcel 3), Taco Bell restaurant (Parcel 4), Dunkin' Donuts shop (Parcel 5), Kentucky Fried Chicken franchise (Parcel 6), National Pride Car Wash (Parcel 7), and a portion of the parking lot for Ruggles Restaurant (Parcel 8). The last two (2) parcels (Parcels 1 and 2) are the site of an automobile service station and convenience mart just completed. Parcel 2 was at one time proposed as the site of the Nankin Express Restaurant. On April 11, 1985, the Village executed a Pre-Annexation Agreement with the owners for only the Nankin Express parcel. The Nankin Express was never built, and the owner now wishes to amend that Agreement to include the above described parcels.

DISCUSSION: The Amended Annexation Agreement rescinds the Nankin Express Agreement and adds the additional parcels to be annexed. It provides for rezoning the property to "B-2" following annexation. It also grants Special Uses for the recently completed 24-hour service station and mart, the existing muffler shop, for three existing restaurants, and the existing car wash. The Agreement permits modifications of the existing uses without formal amendments to these Special Uses, but within the guidelines of the Village Zoning Ordinance. The required public hearing on the proposed Annexation Agreement, rezoning, and Special Uses has been scheduled for the Village Board meeting on December 28, 1987 at 7:30 PM.

ALTERNATIVES:

1. Approve the Ordinance granting the Special Uses.
2. Do not approve the Ordinance.

RECOMMENDATION OR CONCLUSION: Staff recommends that the Ordinance be approved. This Ordinance grants flexibility to the owner so that changes in floor plans or ownership of the Special Uses will not necessitate a Special Use amendment.

BUDGETT IMPACT: N/A

ACTION REQUIRED: Motion to recommend approval the Ordinance granting the Special Uses to 1000-1120 E. Dundee, subject to the results of the December 28th public hearing.

Consider an Ordinance Annexing 160 E. Wilmette Avenue into the Village of Palatine

BACKGROUND:

The Subject Property, consisting of 0.66 acres and located in unincorporated Cook County, contains an existing single-family home and related improvements. The Subject Property is bordered by the Village of Palatine on all sides (including the abutting Wilmette Avenue right-of-way to the south). As the property is wholly surrounded and less than 60 acres, the Village is pursuing its annexation into the Village of Palatine. Therefore, the Village is requesting approval of the following:

Annexation of the Subject Property into the Village of Palatine.

KEY ISSUES:

- The Subject Property lies between two properties that were recently annexed into the Village of Palatine. These properties include 130 E. Wilmette Avenue (annexed in 2019) and 192 E. Wilmette Avenue (annexed in 2025).
- Upon annexation, the Subject Property would be zoned R-1 Single-Family Residential and the lot conforms to the R-1 District's bulk standards.
- Upon approval of the annexation, the Subject Property would be located in Village Council District 2.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the ordinance.

ACTION REQUIRED:

A motion to approve the ordinance annexing the property at 160 E. Wilmette Avenue into the Village of Palatine.

ATTACHMENTS:

1. 160 E Wilmette Avenue - Aerial
2. 160 E Wilmette - Annexation Ordinance
3. 160 E Wilmette - Plat of Annexation Draft



ORDINANCE NO. _____

AN ORDINANCE ANNEXING APPROXIMATELY 0.66 ACRES OF PROPERTY TO THE VILLAGE OF PALATINE PURSUANT TO 65 ILCS 5/7-1-13 – 160 E. WILMETTE AVENUE, PIN #02-26-101-009-0000, GENERALLY LOCATED ON THE NORTH SIDE OF WILMETTE AVENUE, BETWEEN BENTON STREET AND CALIFORNIA AVENUE

WHEREAS, the territory legally described on Exhibit "A" attached hereto and made a part hereof ("SUBJECT REALTY") is unincorporated territory contiguous to the Village of Palatine and consisting of sixty (60) acres or less in area and which is wholly bounded by one or more municipalities, *to-wit*, the Village of Palatine; and

WHEREAS, 65 ILCS 5/7-1-13 confers upon municipalities the power to annex unincorporated territory sixty (60) acres or less in area which is wholly bounded by one or more municipalities; and

WHEREAS, notice of the Village's intention to annex the territory legally described herein pursuant to 65 ILCS 5/7-1-13 has been duly published in a newspaper of general circulation within the territory to be annexed, *to-wit*, the Daily Herald, on October 30, 2025, and further, notice of the same has been provided to all public bodies required by State statute to receive such notice, by certified or registered mail, and also to the Corporate Authorities of Cook County, all such notices being given prior to the passage of this Ordinance, all in conformance with the requirements of State statute so made and provided.

WHEREAS, the Village has also served written notice of its intent to annex the SUBJECT REALTY by certified mail, on October 29, 2025, on the taxpayer of record of the proposed annexed territory as appears from the authentic tax records of Cook County; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Village Council of the Village of Palatine, Cook County, Illinois, as follows:

SECTION ONE: The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION TWO: That the territory legally described on Exhibit "A" attached hereto and made a part hereof be and the same is hereby annexed to the Village of Palatine, Cook County, Illinois, together with all adjacent streets and highways contiguous to said territory, so that the new boundaries of the territory annexed shall extend to the far side of said adjacent streets and highways not within the corporate limits of any municipality.

SECTION THREE: That the Village Clerk shall and is hereby authorized to file with the County Clerk of Cook County, the Illinois Department of Transportation, and the postal service branch serving the territory, certified copies of this Ordinance together with an accurate map of the territory annexed appended thereto (see Plat of Annexation attached hereto as Exhibit "B").

SECTION FOUR: That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, superseded by this Ordinance.

SECTION FIVE: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This _____ of _____, 2025

AYES:_____ NAYS:_____ ABSENT:_____ PASS:_____

APPROVED by me this _____ of _____, 2025

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk

this _____ of _____, 2025

Village Clerk

EXHIBIT "A"

LEGAL DESCRIPTION

LOT 4 (EXCEPT THE EAST 148.70 FEET AND EXCEPT TO THE VILLAGE OF PALATINE NORTH 100 FEET THEREOF) IN BLOCK 11 IN A.T. MCINTOSH AND COMPANY'S PALATINE ESTATES UNIT 2 IN NORTH HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

PIN: 02-26-101-009-0000

PLAT OF ANNEXATION
TO THE VILLAGE OF PALATINE

LEGAL DESCRIPTION

LOT 4 (EXCEPT THE EAST 148.70 FEET AND EXCEPT TO THE VILLAGE OF PALATINE NORTH 100 FEET THEREOF) IN BLOCK 11 IN A.T. MCINTOSH AND COMPANY’S PALATINE ESTATES UNIT 2 IN NORTH HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N. INCLUDED IN THIS ANNEXATION:

02-26-101-009-0000

VILLAGE COUNCIL CERTIFICATION

APPROVED BY THE MAYOR AND COUNCIL OF THE VILLAGE OF PALATINE, ILLINOIS.

DATE: _____

BY: _____
MAYOR

ATTEST: _____
VILLAGE CLERK

SURVEYOR’S CERTIFICATION

THIS IS TO CERTIFY THAT I HAVE REVIEWED THE PREPARED PLAT OF THE ABOVE DESCRIBED PROPERTY ACCORDING TO THE OFFICIAL RECORDS AND THAT THE PLAT HEREON DRAWN CORRECTLY REPRESENTS SAID REVIEW.

DATE: _____

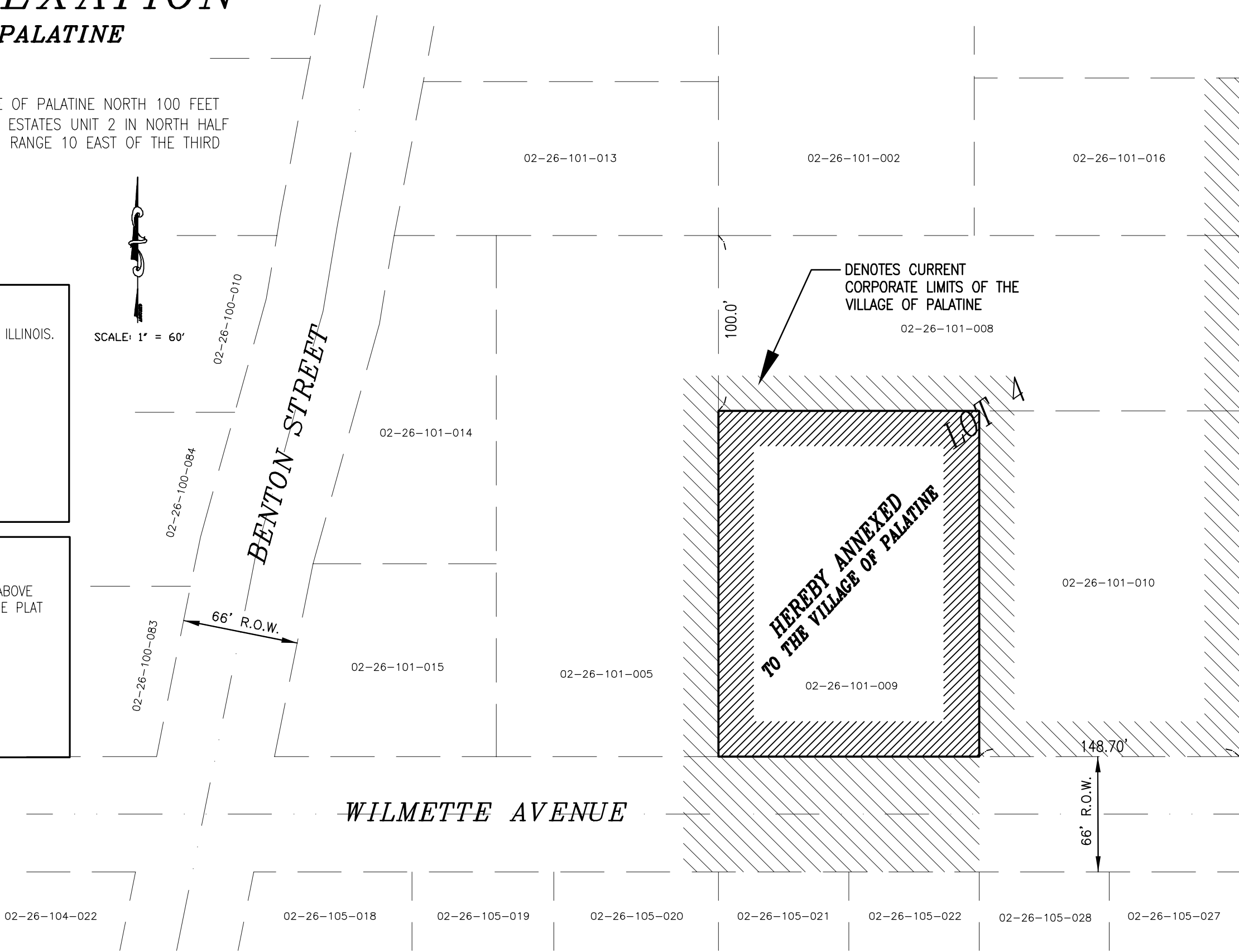
BY: _____
PROFESSIONAL LAND SURVEYOR

RECORDED BY:

VILLAGE OF PALATINE
200 E. WOOD STREET
PALATINE, ILLINOIS 60067

SEPTEMBER 19, 2025

DOLAND ENGINEERING, INC.
-CIVIL ENGINEERING ~ LAND SURVEYING ~ LAND PLANNING-
334 EAST COLFAX STREET, SUITE C
PALATINE, ILLINOIS 60067
(847) 991-5088
(847) 934-3427 FAX



Consider an Ordinance Granting a Variance from Chapter 16 Rights-of-Way of the Village's Code of Ordinances to Allow Commonwealth Edison to Install Two Utility Poles at 855 W. Northwest Highway

BACKGROUND:

Commonwealth Edison (ComEd) has applied for a permit to install two new utility poles, one within the public right-of-way along Northwest Highway and one on the private property located at 855 West Northwest Highway. The installation was requested by ComEd and the property owner to provide upgraded electrical service, specifically three-phase power, to the subject commercial property.

KEY ISSUES:

- As a utility company, ComEd is subject to the requirements of Chapter 16 and may not place any above-ground structures within the right-of-way unless approved by the Village Council. The new poles require that a variance be granted.
- The proposed work is for the installation of one new utility pole on Northwest Highway in front of 855 West Northwest Highway, and another pole on the private property itself.
- The new poles are being requested and are required to meet the power demands of the commercial operations at the subject address.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the ordinance.

ACTION REQUIRED:

Motion to approve the ordinance granting ComEd a variation from Chapter 16 of the Village's Code of Ordinances to allow the installation of two new utility poles, one in the Northwest Highway right-of-way and one on the property of 855 West Northwest Highway.

ATTACHMENTS:

1. Ordinance
2. Com Ed ROW Variance Request
3. Location VOP GIS
4. ComEd Design Drawing

**AN ORDINANCE GRANTING A VARIANCE TO ALLOW COMMONWEALTH EDISON
TO INSTALL TWO NEW UTILITY POLES TO BE
LOCATED IN THE RIGHT-OF-WAY AND PROPERTY OF
855 WEST NORTHWEST HIGHWAY WITHIN THE VILLAGE OF PALATINE**

WHEREAS, pursuant to the Right-of-Way Ordinance (Chapter 16 Section 16-16) of the Village of Palatine Code of Ordinances, prohibits the installation of any above ground facilities within the right-of-way; and

WHEREAS, the Village has received a request by Commonwealth Edison (ComEd) for authorization to install two new utility poles to be located in the Northwest Highway right-of-way in front of 855 West Northwest Highway and in the utility easement of 855 West Northwest Highway to supply power to the property; and

WHEREAS, the new utility poles, located in the right-of-way within the Village limits, requires that a Variance be granted by the Village Council; and

WHEREAS, pursuant to Chapter 16 Section 16-16 of the Code of Ordinances provides that the Mayor and Village Council can approve a Variance for said above ground facility.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power that:

SECTION ONE: A Variation to allow Commonwealth Edison (ComEd) to install two new utility poles in the Northwest Highway right-of-way in front of 855 West Northwest Highway and in the utility easement of 855 West Northwest Highway is hereby granted.

SECTION TWO: That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This _____ day of _____, 2025

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

APPROVED by me this _____ day of _____, 2025

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk

this _____ day of _____, 2025

Village Clerk



AN EXELON COMPANY

ROW-020849-2025 - ROW Variance Request

Explanation of Design Requirements

- Customer is requesting new overhead 3-phase transformer bank service at 855 NW Hwy.
- Existing pole lines on south side of NW HWY are 2-phase running approximately 1720' across 16 poles, many of which would require replacement with installing additional phase – therefore ruled out.
- Proposed job installs aerial crossing requiring 3 new pole installations – one of which is replacing existing 35ft stubbed pole (424162-046 – Location 2 in design). So 2 additional poles for proposed new service.
- One alternative explored was to install a new downfeed pole midspan 70ft east of location 1 however this would require directional boring (approx. 400ft) which would triple costs for customer and would still require 3 additional new poles – one for upfeed and one for transformer pole.

ComEd Contacts:

Designer/Sr Engineering Design Tech:

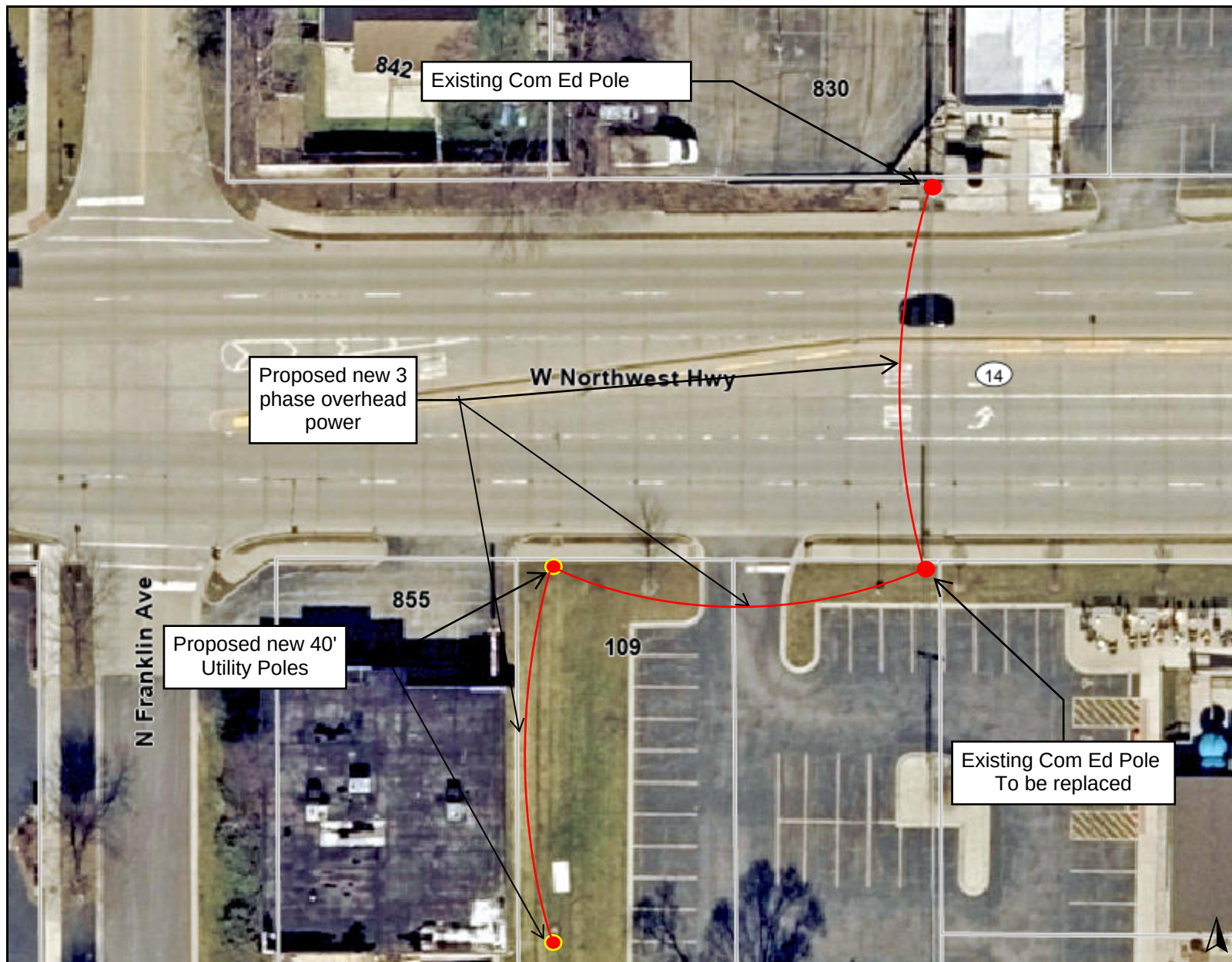
Vince DeSerto

06/17/2025

Project Manager/ Design Construction Consultant:

Martin Conneely

06/17/2025



Legend

0 50 100
ft

Print Date: 7/1/2025

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

SERVICE ENTRANCE LOCATION SKETCH S.E.R. # NC250245

THIS INFORMATION FOR THE ELECTRICAL CONTRACTOR AND/OR ARCHITECT
FOR 855 W Northwest Hwy Palatine, IL 60067

FOR 3 EQUAL CONNECTED LOADS OF 14kW (1 PH) & 120kW (3 PH) WITH 5 H.P. AND N/A SPECIAL

AND ESTIMATED TOTAL MAXIMUM DEMANDS OF 60 K.W.

FOR CLASS OF BUSINESS COMMERCIAL SERVICE VOLTAGE 120/208Y

THE ELECTRICAL CONTRACTOR SHOULD SECURE THE APPROVAL OF THE APPROPRIATE AUTHORITY AND MUST CONFORM TO THE COMMONWEALTH EDISON COMPANY'S BOOK OF INFORMATION AND REQUIREMENTS FOR THE SUPPLY OF ELECTRIC SERVICE. THIS LOCATION IS CONTINGENT UPON THERE BEING NO OBJECTION TO CROSSING ADJACENT PROPERTY WITH SERVICE WIRES IS NECESSARY. LOCATION GIVEN IS FOR LOAD SHOWN ABOVE, AND ANY CHANGE IN LOAD MAY REQUIRE CHANGE IN LOCATION. CUSTOMER'S UNDERGROUND CONDUIT SHOULD NOT BE INSTALLED IN ADVANCE OF COMED'S CONDUIT. APPROVAL OF THIS EXTENSION WILL CONSTITUTE CUSTOMER'S APPROVAL OF SERVICE LOCATION AS SHOWN BELOW.

COMED TO:

- 1 REFRAME EXISTING L-CORNER POLE 424094-037 AS T-CORNER POLE WITH NEW TWO-WAY 3-PH CROSSARM AT POLE TOP TO SPAN SOUTH FROM POLE. INSTALL FUSES ON NEW TAP SOUTH OF POLE. REMOVE SPAN GUY SPANNING SOUTH TO POLE 424162-046 TO BE REPLACED.
- 2 REMOVE EXISTING 35FT STUB POLE 424162-046 AND REPLACE WITH NEW 40FT L-CORNER POLE SET 2FT EAST AND SOUTH OF EXISTING LOCATION. REPLACE EXISTING SPAN GUY SPANNING SOUTH TO DEAD-END POLE 424162-047. INSTALL PRIMARY DOWNGUY WIRE TO ANCHOR WITH LEAD LENGTH 25FT EAST.
- 3 SET NEW 40FT L-CORNER POLE 424162-039 100FT WEST OF LOC 2 WITH TWO ONE-WAY DEAD-END CROSSARMS. INSTALL PRIMARY DOWNGUY WIRE TO ANCHOR WITH LEAD LENGTH 15FT WEST.
- 4 SET NEW 40FT ONE-WAY DEAD-END POLE 110FT SOUTH OF LOC 3. INSTALL 3-25KVA 120/208Y TRANSFORMER BANK ON POLE.
- 1-2 INSTALL 100FT OF 3/C-1/0 B AL PRI WIRE AND 1/0 B AL NEUTRAL WIRE AT REDUCED TENSION FROM LOC 1 TO LOC 2.
- 2-3 INSTALL 100FT OF 3/C-1/0 B AL PRI WIRE AND 1/0 B AL NEUTRAL WIRE AT REDUCED TENSION FROM LOC 2 TO LOC 3.
- 3-4 INSTALL 110FT OF 3/C-1/0 B AL PRI WIRE AND 1/0 B AL NEUTRAL WIRE AT REDUCED TENSION FROM LOC 3 TO LOC 4.

CUSTOMER TO:

NOTE: MAKE SURE THAT COMED HAS ACCESS INSIDE PROPERTY LINE TO WORK

LOCATION PLAN FOR ELECTRICAL FACILITIES APPROVED BY:

X CUSTOMER DATE

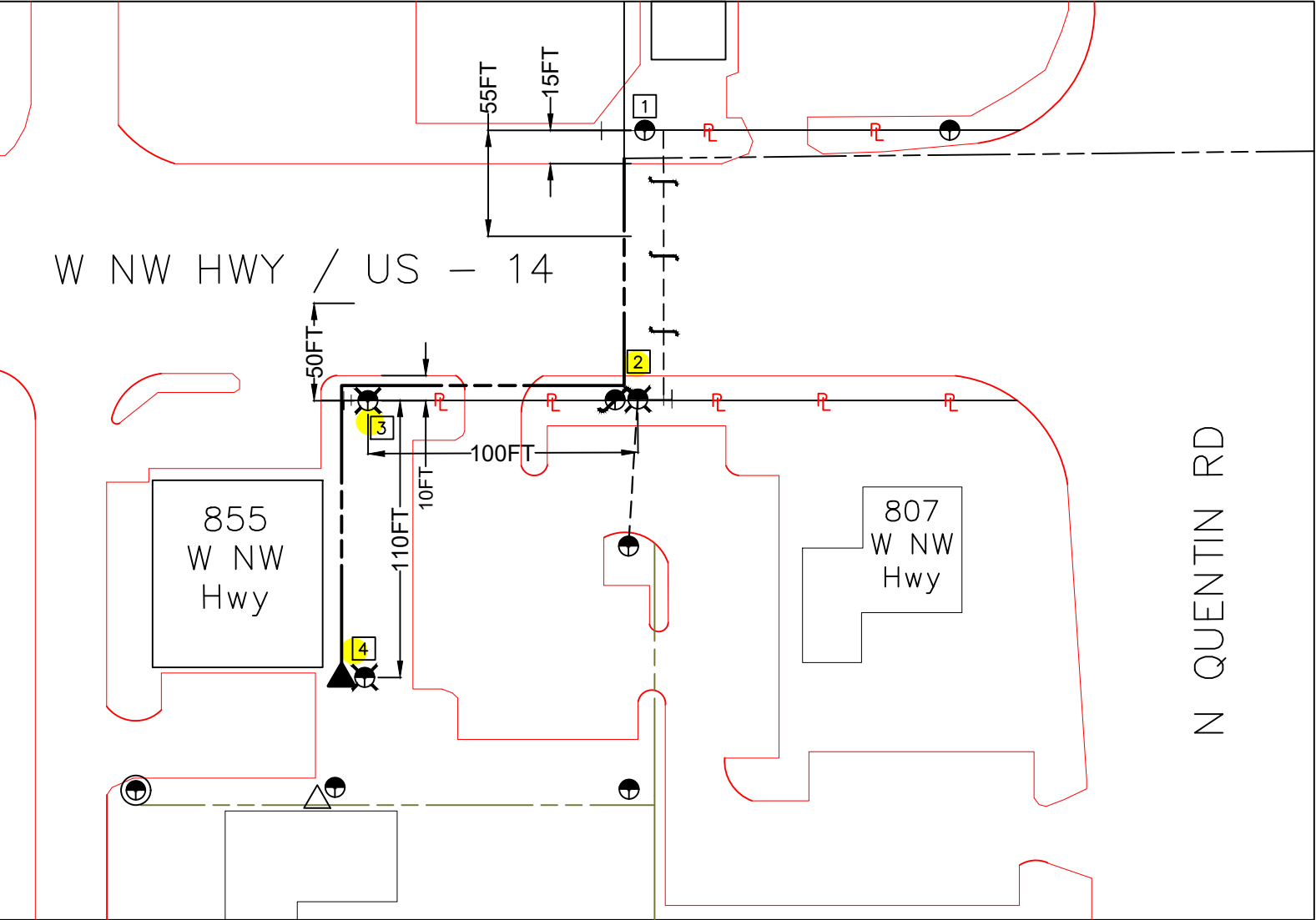
COMMONWEALTH EDISON COMPANY
NEW BUSINESS ENGINEERING DEPARTMENT

MARTIN CONNEELY 05/05/2025

PROJECT COORDINATOR DATE

TELEPHONE: (779) 231-2775

"NOT TO SCALE"



LEGEND

- PROPOSED DOWNGUY WIRES
- EXISTING DOWNGUY WIRE
- PROPOSED REDUCED TENSION 3 PHASE PRIMARY WIRE
- PROPOSED OVERHEAD TRANSFORMER BANKS
- SPAN GUY TO BE REPLACED
- SPAN GUY TO BE REMOVED
- EXISTING JOINTLY OWNED RISER POLE WITH CATV
- EXISTING JOINTLY OWNED LINE POLES WITH CATV
- EXISTING OVERHEAD TRANSFORMER BANK
- PROPOSED JOINTLY OWNED LINE POLES WITH CATV
- EXISTING 3 PHASE OVERHEAD PRIMARY WIRES
- EXISTING 2 PHASE OVERHEAD PRIMARY WIRES
- PROPERTY LINE

SHORT CIRCUIT CURRENT

THE SHORT CIRCUIT CURRENT WHICH CAN BE DELIVERED FORM COMMONWEALTH EDISON COMPANY'S SYSTEM, CALCULATED AT THE FIRST POINT OF CONNECTION BETWEEN EDISON-OWNED FACILITIES AND THOSE OF OWNER OF SUCH POINT(S) BEING SITUATED AT 855 W Northwest Hwy IS 24,520 AMPERES SYMMETRICAL RMS, 3 PHASE, AT 208 VOLTS.

THE ELECTRICAL CHARACTERISTICS OF THE CIRCUITS USED IN EXTENDING FROM THE AFOREMENTIONED POINT(S) AND THOSE OF YOUR ROTATING EQUIPMENT WILL AFFECT THE THE SHORT CIRCUIT DUTY IMPOSED ON YOUR ELECTRICAL FACILITIES.

WE SUGGEST THAT THIS INFORMATION BE CONVEYED TO THE DESIGNER OF YOUR ELECTRICAL SYSTEM TO ENABLE HIM TO SPECIFY AN ADEQUATE AND ECONOMICAL INSTALLATION.

CUSTOMER CONDUIT REQUIREMENTS

1. CONDUIT FOR PRIMARY CABLE MUST BE A MINIMUM OF 30 IN DEEP TO TOP OF DUCT.
2. CUSTOMER MUST FURNISH AND INSTALL **ALL** CONDUIT UNDER ANY PAVED AREA.
3. PLASTIC PVC SCHEDULE 40 DUCT OR STEEL CONDUIT IS RECOMMENDED FOR INSTALLATION BY CUSTOMER. IF THIN WALL IS USED UNDER ROADWAYS OR PARKING AREAS, IT MUST HAVE A CONCRETE ENCASEMENT OF 11-3/4 INCH.
4. IF CONDUIT BENDS ARE REQUIRED, INSTALL 48 INCH RADIUS TYPE, 4 INCH STEEL. MAXIMUM BEND DEGREES FOR PULLING CABLE IS 270 DEGREES CUMULATIVE TOTAL.
5. CUSTOMER TO ROD AND PULL TEST MANDREL IN OWN DUCTS AND ALSO INSTALL NYLON PULLING ROPE.
6. CUSTOMER TO INSTALL END CAPS ON OWN CONDUIT AND STAKE THE LOCATION OF END OF DUCT.
7. AN INSPECTION IS REQUIRED BY THE COMED PROJECT MANAGER BEFORE THE CUSTOMER CONTRACTOR BACKFILLS OVER THE CONDUIT OR POURS ANY PAD. CONTACT **MARTIN CONNEELY** AT **(779) 231-2775** FOR PAD AND CONDUIT INSPECTION.



SERVICE ENTRANCE LOCATION SKETCH

855 W Northwest Hwy – New Service
855 W Northwest Hwy. Palatine, IL 60067

P.L.: 424094,424162 DESIGNER: VINCE DESERTO

DATE: 05/05/2025 PAGE: 1 OF 1

Consider a Resolution to Approve a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the International Union of Operating Engineers Local No. 150, Public Employees Division

BACKGROUND:

International Union of Operating Engineers (IUOE) Local No. 150, Public Employees Division provides union representation for Palatine's represented Public Works employees. The previous contract expired on December 31, 2024.

KEY ISSUES:

- The proposed Collective Bargaining Agreement will result in a four-year contract, expiring on December 31, 2028. The proposed contract includes language changes regarding step advancement after discipline, boot allowance, tool allowance, amendments to the On Call Policy, amendments to the Drug and Alcohol Policy, and education and certification stipends.
- Agreed-upon wage increases for the unit are as follows: 3.25% in 2025 retroactive to January 1, 2025; 3.0% in 2026; 3.0% in 2027; and an amount equal to the non-represented step plan employees of the Village in 2028. Equity adjustments are also incorporated for Supply Controller and Mechanic Assistant to revise the pay grades.
- Pay after an employee sustains a work-related injury was changed to allow the employee to continue to receive their full salary for a period of up to 12 months (reduced from 18 months). After 12 months, pay will follow the requirements of the Workers Compensation Act, which is 2/3 of base salary. Employees will be allowed to elect to continue to receive their full salary by utilizing their accrued paid leave.
- The vacation accrual schedule was amended to match the non-represented Village employees.
- Members of the unit will retain health insurance provided by the IUOE and provide towards the wellness benefit contribution. A side letter sets the formula as the difference between the Union health insurance plan and the Village health insurance plan.
- Members of the IUOE Local No. 150 ratified the terms of the contract on November 12, 2025.

BUDGET IMPACT:

2025 wages will be accounted for within the existing budget. 2026 to 2028 wages are consistent with the Village's financial planning models.

RECOMMENDATION:

Staff recommends adopting a resolution approving the proposed Collective Bargaining

Agreement with the International Union of Operating Engineers Local No.150.

ACTION REQUIRED:

Motion to adopt a resolution approving the collective bargaining agreement between the Village of Palatine and the International Union of Operating Engineers Local No. 150 and authorizing the Mayor and Village Clerk to sign the agreement.

ATTACHMENTS:

1. Resolution-CBA 2025 to 2028
2. Palatine and IUOE Local 150 2025-2028 CBA REDLINE (00724155-3xC010D) 2_

RESOLUTION NO. _____

**A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE OF PALATINE, ILLINOIS AND
THE INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL NO. 150,
PUBLIC EMPLOYEES DIVISION**

WHEREAS, negotiations between the Village of Palatine and the International Union of Operating Engineers Local No. 150 have resulted in the proposed Collective Bargaining Agreement resulting therefrom, a copy of which is attached hereto and incorporated by reference hereof; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Village Council of the Village of Palatine, that said labor agreement for certain employees within the Public Works Department be hereby approved; and

BE IT FURTHER RESOLVED, that the Mayor and Village Clerk of the Village of Palatine be hereby authorized and directed to execute said Labor Agreement on behalf of the Village Council and that it be appropriately filed with the Illinois State Labor Relations Board.

ADOPTED: This _____ day of _____, 2025.

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

Mayor of the Village of Palatine

ATTESTED and FILED in the Office of the Village Clerk

this _____ day of _____, 2025.

Village Clerk

COLLECTIVE BARGAINING AGREEMENT
BETWEEN
VILLAGE OF PALATINE, ILLINOIS
AND
INTERNATIONAL UNION OF OPERATING ENGINEERS
LOCAL NO. 150, PUBLIC EMPLOYEES DIVISION

January 1, ~~2022-2025~~ to December 31, ~~2024~~2028

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PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to promote the quality and continuance of public service, to prevent interruptions of work and interference with the operations of the Village, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows:

AGREEMENT

THIS AGREEMENT has been made and entered into by and between the **VILLAGE OF PALATINE** (hereinafter referred to as the "Village" or "Employer") and the **INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 150, PUBLIC EMPLOYEES DIVISION** (hereinafter referred to as the "Union"), on behalf of certain employees described in Article I.

ARTICLE I. **RECOGNITION**

Section 1.1 - Recognition. The Village recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages and salaries, hours, working conditions and other conditions of employment for employees within the following collective bargaining unit within the Public Works Department, as certified by the Illinois Public Labor Relations Board:

All full-time and regular part-time employees within the Village of Palatine Public Works Department presently in the following job classifications:

UTILITY TECHNICIAN I	UTILITY TECHNICIAN II
RADIO TECHNICIAN	CUSTODIAN I
ASSISTANT BUILDING ENGINEER	UTILITY SERVICE MAN
MAINTENANCE WORKER I	MAINTENANCE WORKER II
MAINTENANCE WORKER III	MECHANIC I
ELECTRONICS TECHNICIAN	MECHANIC II
PARTS CLERK	ELECTRICIAN
LABORER	SUPPLY CONTROLLER
ASSISTANT VILLAGE FORESTER	TEAM LEADER
ASSISTANT BUILDING ENGINEER II	MECHANIC ASSISTANT

Excluding all irregular part-time, short term and temporary, managerial, supervisory and confidential employees, as defined under the Illinois Public Labor Relations Act, and the employees in the following job classifications within the Public Works Department: Foreman I; Mechanic Foreman; Forestry Foreman; Technical Foreman; Building Engineer; Inspection Engineer; Superintendents of Public Works; clerical employees including but not limited to Secretary; and, all other employees employed by the Village of Palatine.

"Regular part-time employees" are defined as those employees who are assigned to work in the above listed classifications for a schedule of less than forty (40) hours per week during at least two (2) consecutive calendar months in any calendar year.

"Temporary employees" are employed in a full-time capacity for no more than 120 calendar days in a calendar year and shall not result in the reduction of regular hours worked by any bargaining unit employees.

Section 1.2 - New Classifications. The Village may establish, modify or eliminate job classifications and the requirements of those classifications provided that the Village shall not do so and/or replace it with a new classification performing the same work as the existing classification for the purpose of lowering wage rates for the same work or reducing regular hours worked of bargaining unit employees and must first meet and discuss such modifications and/or eliminations with the Union. In the event the Village establishes any new classifications pertaining to work of a nature performed by employees within the bargaining unit as established in

Section 1.1, it shall provide the Union with at least fifteen (15) calendar days' notice prior to the time the new classification will be implemented, together with notice of the proposed salary rate. If the new classification is a successor to a classification included in the bargaining unit or if the new classification will perform a significant amount of work then being performed by a classification in the bargaining unit, the new classification shall be accreted to the bargaining unit and the parties shall file an appropriate petition for accretion with the Illinois Public Labor Relations Board. The Union may notify the Village within seven (7) calendar days of a desire to meet for the purposes of negotiating the proposed salary rate for the new classification. If the parties are unable to agree on a salary rate, the Village may temporarily implement its proposed rate while the Union grieves the issue of the proposed wage rate only, pursuant to the Grievance Procedures contained herein, commencing at Step III therein.

ARTICLE II.

UNION SECURITY

Section 2.1 - Dues Checkoff. During the term of this Agreement, the Village shall deduct from each employee's paycheck the Union dues and initiation fees for each employee covered by this Agreement for whom a written dues checkoff authorization, signed by the employee, has been filed with the Village. Any employee electing to join the Union during the term of this Agreement or who is a Union member at the time of signing this Agreement, shall maintain said membership for the duration of this Agreement and the Village shall deduct from such employees the appropriate dues for the duration of this Agreement. Such dues deduction shall be irrevocable for the life of this Agreement. The actual dues amounts to be deducted, as determined by the Union, shall be uniform. The Union may change the amounts once each year during life of this Agreement by giving the Village at least thirty (30) days' notice of any change in the amounts of the dues to

be deducted. If an employee has no earnings or insufficient earnings to cover the amount of the dues deduction, the Union shall be responsible for the collection of dues.

The amount of the above employee deductions shall be remitted to the Union by the Village after the deduction(s) is made by the Village with a listing of the employee, social security number, address and the individual employee deduction(s), along with deductions remitted pursuant to this Article.

Section 2.2- Indemnification. The Union shall indemnify and hold harmless the Village, its elected officials, officers, administrators, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that may arise out of or by reason of any action taken or not taken by the Village for purposes of complying with the provisions of this Article, or in reliance on any written checkoff authorization or notice which is furnished pursuant to the provisions of this Article. If an improper deduction is made, the Union shall refund directly to the employee any improper amount received.

ARTICLE III. **UNION RIGHTS**

Section 3.1 - Union Release Time. Upon prior request and approval of the appropriate supervisor, an employee shall be allowed to attend meetings with management or supervisors scheduled on work time for the purpose of discussing disciplinary grievances provided the employee is directly involved in the matter or is a designated Union steward.

Union stewards shall be allowed to request to use paid leave (e.g., vacation, personal days) or unpaid leave (leaves of absence) for attending Union business. Such requests shall be handled under the same procedures and provisions of this Agreement that apply to such leave requests in all other situations and shall not be unreasonably denied.

Section 3.2 - Right of Access. The Village shall provide to the Union, including its agents and employees, reasonable access to employees in the bargaining unit. This access shall be at all times conducted in a manner so as not to impede normal operations. This access includes the right to meet with one or more employees on the employer's premises during the workday to investigate and discuss grievances and workplace-related complaints without charge to pay or leave time of employees. Representatives of the Union shall have the right to conduct worksite meetings during lunch and other non-work breaks, and before and after the workday, on the employer's premises to discuss collective bargaining negotiations, the administration of the collection bargaining agreements, other matters related to the duties of the exclusive representative, and internal matters involving the governance or business of the exclusive representative, without charge to pay or leave time of the employees.

Section 3.3 - Union Bulletin Boards. The Village shall provide a bulletin board or space on a board at the Public Works garage facility to be used by the Union for posting information pertaining to the Union. Items or information shall not be posted which are political, partisan, defamatory or inflammatory in nature.

Section 3.4- New Employees. Within 10 calendar days from the date of hire of a bargaining unit employees, the Village shall provide to the Union in an electronic file or other mutually agreed format, the following information about the new employee: the employee's name, job title, worksite location, home address, work telephone numbers, and any home and personal cellular telephone on file with the employer, date of hire, work email address and any personal email address on file with the employer.

The Union shall have the right to meet with newly hired employees, without charge to pay or leave time of the employee, on the employer's premises or at a location mutually agreed to by

the employer and the exclusive representative for up to one hour within the first two weeks of employment in the bargaining unit or at a later date and time if mutually agreed upon by the Village and the Union.

ARTICLE IV. MANAGEMENT RIGHTS

Except as specifically limited by the express provisions of the Agreement, the Village retains all traditional rights through its Village Manager and his agents and designees to manage and direct the affairs of the Village of Palatine in all of their various aspects and to manage and direct employees, including the following: to determine the mission of the Village and its various departments; to determine the number and location of facilities and offices as well as the staffing and equipment for such offices and facilities; to determine whether and to what extent it will contract and/or subcontract for the provisions of any services and upon what terms and conditions such contracts will be entered into, pursuant to this Agreement; to plan, direct, control and determine all the operations and services of the Village and its various departments; to supervise and direct the working forces; to assign and transfer employees; to establish the qualifications of employment; determine the number of employees, and to employ employees; to schedule and assign work; to establish performance standards and objectives and from time to time, to change those standards; to assign overtime; to determine the methods, means, organization and number of personnel by which such operations and services shall be provided or purchased; to make, alter and enforce various rules, regulations, safety rules, orders, procedures and policies; to evaluate employees; to discipline, demote, suspend and discharge employees for just cause (probationary employees without just cause); to change, alter, modify, substitute or eliminate existing methods, equipment, uniforms or facilities; to hire employees and to promote employees; to lay off employees when necessary; to establish dress and appearance standards; to determine and

establish, change, combine or abolish positions and job classifications pursuant to this Agreement; and to determine the duties, responsibilities and work assignments of any position or job classification; provided, that the exercise of such management rights by the Village shall not conflict with the provisions of this Agreement. The Village expressly reserves the right under this Agreement to exercise all management rights set forth in Section 4 of the Illinois Public Labor Relations Act. In addition, the Village may establish all requirements, rules, policies and procedures for newly hired employees during their probationary period.

If in the sole discretion of the Mayor and Village Council or Village Manager, it is determined that extreme civil emergency conditions exist, including, but not limited to, riots, civil disorders, tornado conditions, floods, or other similar catastrophes, the provisions of this Agreement may be suspended by the Mayor or the Village Manager during the time of the declared emergency, provided that wage rate and monetary fringe benefits shall not be suspended. Should an emergency arise, the Village Manager or his designee shall advise the President of Local No. 150 or the next highest officer of Local No. 150 of the nature of the emergency. The Village Manager or his designee shall follow up said advice in writing as soon thereafter as practicable and shall forward said written notice to the President of Local No. 150.

ARTICLE V.

NO STRIKE/NO LOCKOUT

Section 5.1 - No Strike/No Lockout Commitment. Neither the Union nor any employees covered by this Agreement, agents or employees of the Union, will call, initiate, authorize, participate in, sanction, encourage or ratify any strike, sympathy strike, slowdown, work stoppage, picketing or concerted interference with any matters involving the Village or its agents, regardless of the reason for so doing. No employee of the Village covered by this Agreement shall refuse to enforce or carry out lawful orders and directives of the Village arising from or related to the

performance of functions even if there is a labor dispute involving other persons. The Village agrees not to lockout employees during the term of this Agreement.

Section 5.2 - Resumption of Operations and Union Liability. In the event of action prohibited by Section 1 above, the Union and any stewards appointed under this Agreement immediately shall disavow such action and request the employees to return to work, and shall use its best efforts to achieve a prompt resumption of normal operations. The Union, including its officials and agents, shall not be liable for any damages, direct or indirect, upon complying with the requirements of this Section.

Section 5.3 - Discipline of Strikers. Any employee who violates the provisions of Section 1 above shall be subject to discipline, including immediate discharge. The Village retains all rights set forth in Section 17(b) of the Illinois Public Labor Relations Act.

Section 5.4 - Judicial Restraint. Nothing contained herein shall preclude the Village from obtaining judicial restraint and damages in the event the other party violates this Article. There shall be no obligation to exhaust any other remedies before instituting court action seeking judicial restraint and/or damages.

ARTICLE VI.

GRIEVANCE PROCEDURES

Section 6.1 - Grievance Defined. A "grievance" is defined as meritorious dispute, complaint or difference of opinion raised by an employee or the Union against the Village during the term of this Agreement involving an alleged violation of an express provision of this Agreement.

Section 6.2 - Grievance Procedure. It is mutually desirable for an employee and his immediate supervisor to resolve problems through free and informal discussions. If, however, the informal process does not resolve the matter, a grievance shall be processed as follows:

Step I: The employee, with or without a Union representative, or the Union, shall take up the grievance in writing with the Foreman responsible for the employee's position within five (5) working days of the first occurrence of the event giving rise to the grievance. (Probationary employees are excluded from this Article and may not file grievances.) The grievance shall be signed by the grievant and shall set forth a statement of relevant facts, the provision or provisions of the Agreement allegedly violated, and the relief requested. The Foreman, in consultation with the appropriate Division Superintendent, if necessary, shall then attempt to adjust the matter and shall respond in writing within five (5) working days.

No grievance shall be entertained or processed unless it is submitted in writing as set forth above within five (5) working days after the first occurrence of the event giving rise to the grievance or within five (5) working days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance.

Step II: If the grievance remains unsettled after the response in Step I and if the grievant desires to appeal the grievance, the grievant shall within five (5) working days of receipt of the response, present the grievance in writing to the Director of Public Works, giving specific reasons for rejecting the response in Step I. The Director or his designee may, in his discretion, schedule a conference within five (5) working days of receipt of the appeal to discuss the grievance. If no agreement is reached or if no conference is scheduled, the Director or his designee shall submit a written response within ten (10) working days of receipt of the appeal.

Step III: If the grievance remains unsettled after the response in Step II and if the grievant desires to appeal the grievance, the grievant shall within five (5) working days of receipt of the response in Step II, present the grievance in writing to the Village Manager, giving specific reasons for rejecting the response of the Director in Step II. The Manager shall respond to the grievance appeal in writing within ten (10) working days of receipt of the appeal.

Step IV - Arbitration: If the grievance is not settled in Step III, the matter may be referred by the Union only for arbitration by written request made by the Union within ten (10) working days of the Manager's response in Step III. Arbitration shall proceed in the following manner:

1. The parties shall attempt to agree upon an arbitrator within seven (7) calendar days after receipt of the notice of referral. In the event the parties are unable to agree upon the arbitrator, the parties shall jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Upon receipt of such list, each party shall alternately strike

a name from the list until there is only one name. The party requesting arbitration shall strike the first name. The person remaining shall be the arbitrator. The arbitrator shall be notified of his selection and shall be requested to set a time and place for the hearing, subject to the availability of the Village and Union representative.

2. The arbitrator shall submit his decision in writing within thirty (30) calendar days following the close of the hearing or the submission of the briefs by the parties, whichever is later. The parties may agree to waive this requirement.

3. The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and the Union provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

4. The arbitrator shall have no right to amend, nullify, ignore, add to, take from or modify any of the provisions of this Agreement. The arbitrator shall consider and decide questions of fact as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement. The arbitrator shall have no authority to make a decision on any issue not submitted or raised. The parties shall have the right to request the arbitrator to issue subpoenas compelling the attendance of witnesses and the production of documents. The arbitrator shall be without power to make any decision or award which is contrary to or inconsistent with, in any way, applicable laws or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village which are, under law, applicable court decisions, or pursuant to this Agreement, granted to the Village.

5. Any decision and award of the arbitrator rendered within the limitations of this Section shall be **final and binding** on the Union, the Village, the grievant(s), and employees by this Agreement.

Section 6.3 - Time Limit for Filing. If a grievance is not presented by the employee within the time limits set forth above, it shall be considered "waived" and may not be further pursued by the employee or Union. If the grievance is not appealed to the next Step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Village's last response. If the Village does not respond to a grievance or an appeal thereof within the specified time limits, the aggrieved employee and/or the Union may elect or treat the grievance as denied at the Step and immediately appeal the grievance at the next Step. Any time period provided under the Steps of the grievance procedure may be extended by mutual agreement.

Section 6.4 - Grievance Forms. The written grievance required under this Article shall be presented on a form approved by the Village and the Union.

Section 6.5 - Union Stewards. Duly authorized representatives of the Union shall be designated in January of each year as stewards by written notice given to the Village Manager or his designee. The Union may designate up to three (3) stewards, who shall be the Union representatives for the purposes of this Agreement.

ARTICLE VII.

HOURS OF WORK AND OVERTIME

Section 7.1 - Application of Article. This Article is intended only as a basis for calculating overtime payments, and nothing in this Article or Agreement shall be construed as a guarantee of hours of work per day or per week or per year.

Section 7.2 - Normal Work Schedule and Work Week. The normal workday and work week for full-time employees consists of eight (8) consecutive hours per scheduled workday, and

forty (40) hours per work week of five (5) consecutive calendar days. Regular part-time employees work hours as may be scheduled. The normal starting time currently varies from 6:00 a.m. to 6:00 p.m. Employees are required to report to work at the normal scheduled starting time. Any or all employees covered by this Agreement shall be subject to call twenty-four (24) hours per day in case of emergency. An emergency shall exist if so determined by the Employer or his designee.

However, the normal hours of work for bargaining unit employees other than those listed below shall be 6:30 a.m. through 3:00 p.m., from Monday through Friday, and change to 7:00 a.m. through 3:30 p.m., effective August 7, 2023, with any further changes in work scheduling being discussed with the Union prior to their taking effect. **The following positions have special needs and will observe hours of work consistent with the needs and expectations of their positions: Assistant Building Engineer, Utility Servicemen, Train Station Attendant, Part-time Positions, and Custodian.**

The Village may not change, alter or modify the normal work schedule of employees without first providing at least twenty-four (24) hours prior notice to any such employee, except in the event of an emergency. In the event the Village alters or modifies the regularly scheduled work week for one or more employees to include work on Saturday or Sunday, the Union and the Village shall negotiate the effects of such change upon request by the Union.

Section 7.3 - Lunch/Rest Periods. There shall be two (2) paid rest periods of fifteen (15) minutes each during regular shift: one during the first half and the other during the second half of the employee's normal workday. Subject to emergency needs, employees will be allowed to take one-half (1/2) hour unpaid meal period when they are scheduled for a normal workday. Employees may combine the afternoon break with lunch only when authorized or directed by a supervisor. Employees will take their breaks at their work site or at any other convenient location which is not

detrimental to the operation of the Village as determined by the ~~Foreman~~ or ~~Superintendents~~ supervisor overseeing the operation. Any employee asked to work without a lunch break shall either be paid 1/2 hour additional time actually worked or be allowed to leave work 1/2 hour early when directed by the supervisor.

Break periods and meal periods shall be available when employees are called-in for or assigned additional duties during work periods outside their regular schedule as follows: After three (3) hours of work, an employee is entitled to one fifteen (15) minute paid break period which shall be scheduled as arranged between the supervisor and the employee; after four and one-half (4 1/2) hours of work, an employee is entitled to a thirty (30) minute meal period. This meal period shall be unpaid except when the assignment involves emergency work (e.g., snowplowing), when it will be a paid meal period. If the employee works eight (8) hours on this assignment, he shall be entitled to a second, fifteen (15) minute paid break period during the last two (2) hours of work, to be scheduled as arranged between the supervisor and employee. If the work assignment exceeds eight (8) hours, this procedure shall be repeated.

Section 7.4 - Overtime. Employees shall be paid overtime pay at the rate of one and one-half (1.5) times their regular hourly rate of pay for all hours worked in excess of forty (40) hours in their normal work week or in excess of eight (8) hours in their normal workday, except employees who work on Sundays or holidays will be paid double time. Employees who work during Street Fest (or the same event with a similar name) shall receive time and one half (1.5) times their regular rate of pay for Sunday work. For the purposes of determining an employee's regular hourly rate of pay for full-time employees, an employee's base salary shall be divided by 52 weeks and then divided by 40. A regular part-time employee's regular hourly rate of pay is that which may be set or the applicable annual base salary amount divided by the method set forth

above. For purposes of this Article, "time worked" shall be defined to include those hours for which the employee actively performs services for the Village as well as paid leaves of absence such as: vacation time; sick leave; personal days; holidays, safety days; and, workers disability leave. Overtime shall be assigned as needed by the Director of Public Works or his designee(s).

Section 7.5 - Compensatory Time In Lieu of Compensatory Pay. In situations where it is determined to be in the best interest of the Village and when mutually agreed upon by the Village and an employee covered by this Agreement, the Village shall grant compensatory time off in lieu of overtime at the appropriate overtime rate. In such situations, compensatory time shall be granted in such time blocks as are mutually agreed upon between the employee and the Village. Compensatory time off shall be taken within a reasonable period of time, and in any event it shall be used within three hundred and sixty-five (365) days of when it was earned. Compensatory time which is unused and which has been previously awarded at the rate of time and one-half or double time shall be compensated at the employee's regular hourly rate of pay. Employees may not accumulate more than one hundred twenty (120) hours of compensatory time. Permission to utilize compensatory time will not be unreasonably denied if operating requirements will not be adversely affected, as may be determined by the Public Works Director or his designee. Permission to accrue compensatory time will not be unreasonably withheld.

In the event an employee is called to work outside his/her regularly scheduled working hours, he/she may utilize comp time benefits during his/her regular shift on that day, provided: (a) the remaining provisions of Section 7.5 are satisfied by the employee, and (b) the additional hours were not previously scheduled by the Village. Comp time benefits taken in accordance with this paragraph shall be considered as "hours worked" for purposes of computing overtime payments.

Section 7.6 - Required Overtime/On-Call. The Village shall have the right to require overtime work when necessary at any time. Employees shall not refuse overtime except in the case of a family or personal emergency relating to the health and safety of the employee or his family, provided that such an emergency situation does not also apply to the Village or a significant portion thereof. The details of the meaning of the term "emergency" shall be determined by a labor- management committee including the Village Manager or his designee. In consideration of this obligation and in recognition that emergency overtime assignments may be necessary at any time, and arise with regularity during winter months for snow removal work, the Village will establish an on-call list pursuant to the mutually agreed upon Department policy. The employee whose name appears on the on-call list during that seven day period is expected to report for any emergency overtime as required and directed during the period. If the employee fails to report when directed or cannot be reached by telephone, he will lose the supplemental on-call pay provided by this Section for that period for the first occurrence. In the event an employee is directed to report for overtime work and he fails to report or cannot be reached on a second and/or subsequent occasion, he shall be appropriately disciplined. The Village may require overtime work by callout or assignment at other times not covered during the months that the rotating list set forth above is in effect.

Section 7.7 - No Pyramiding. Compensation shall not be paid (nor compensatory time taken) more than once for the same hours under any provision of this Article or Agreement.

Section 7.8 - Call-In Pay. Employees who are called in to work outside their regular scheduled hours (i.e., work hours not contiguous to their previously scheduled hours or not on their previously scheduled workday) shall be compensated for time worked at their applicable overtime

rate of pay pursuant to this Article. In the event the call-in is for emergency work (not scheduled in advance), a minimum guarantee of two (2) hours of pay shall apply.

Section 7.9 - Overtime Distribution. It is agreed that the nature of overtime work available to employees covered by this Agreement is often of an emergency nature, and may require special skills, qualifications and abilities that may limit the potential assignment of the work. The Village will seek to make overtime work opportunities primarily available to the employee in the Public Works Department divisions that are normally assigned to that work who have the necessary skills, qualifications and abilities, these factors being equal, the most senior employees shall be given first opportunity of "on-call" and overtime opportunities. Employees are allowed to lower their position for overtime on the call-out list if they choose. The Union and the Employer agree to use the labor-management meetings to monitor this section.

Section 7.10 - Recording of Time: Effective upon signing of this collective bargaining agreement, the covered employees will utilize the electronic time clock to record their hours of work.

ARTICLE VIII.

SENIORITY

Section 8.1 - Definition of Seniority. As used herein, the term "seniority" shall refer to and be defined as the continuous length of service or employment from the date of last hire as a full-time employee with the Village's Public Works Department. Employees hired on the same date will be ranked in order of seniority alphabetically based on their last name. Seniority accrues retroactively after completion of the probationary period set forth below.

Section 8.2 - Probationary Period - Newly Hired Employees. All new employees (including employees rehired after loss of seniority) shall be probationary employees until they complete a probationary period of twelve (12) months of work. Upon the recommendation of the Director of Public Works, the Village Manager may extend an employee's probationary period for up to three (3) additional months. Before the Director makes such recommendation, he will notify the Union and discuss the matter with a Union representative if requested.

During an employee's probationary period, the employee may be disciplined, suspended, laid off, or terminated at the sole discretion of the Village without recourse to the grievance procedure. Upon request of the Union made within two (2) workdays of the termination, the Village may meet with a representative of the Union to discuss the termination of a probationary employee. In the event an employee's probationary period is extended pursuant to this Section for up to an additional three (3) months, the employee shall then attain all other rights as may exist under this agreement except seniority and recourse to the grievance procedure in the event of termination, discipline, suspension or layoff.

There shall be no seniority among probationary employees. Upon successful completion of the probationary period, an employee shall acquire seniority consistent with Section 8.1 which shall be retroactive to his last date of hire with the Village in a full-time position. In the event a temporary employee becomes a full-time employee performing substantially the same work he was performing for a continuous period immediately prior to becoming a full-time employee, such time served as a temporary employee shall be credited to the probationary period and seniority shall date from the time of hire as a temporary employee.

Section 8.3 - Probationary Period – Following Promotion, Reassignment, or Transfer.

If an employee is promoted or receives a voluntary reassignment or voluntary transfer from one

bargaining unit position to another, or from a non-bargaining unit position to a bargaining unit position, the employee will be considered a probationary employee for the first three (3) months following the effective date of the promotion, reassignment, or transfer. During this probationary period, the Village retains the right to demote or transfer such employee, with or without cause, to a position with a rate of pay not less than the rate the employee earned immediately prior to the promotion, reassignment, or transfer.

Section 8.4 - Seniority Termination. An employee shall be terminated and his seniority broken when he:

- (a) Quits;
- (b) Is discharged for just cause (probationary employees without just cause);
- (c) Is laid off pursuant to the provisions of the applicable Agreement for a period of two (2) years;
- (d) Retires;
- (e) Fails to report to work at the conclusion of an authorized leave of absence or when fit to return to duty after a medical leave as determined by a doctor;
- (f) Is laid off and fails to report for work within fourteen (14) calendar days of being recalled;
- (g) Does not perform the essential duties of their position for the Village for any reason for a continuous period in excess of eighteen (18) months, which said period shall include any light duty assignments. *E.g.*, if an employee is injured and off work for 12 month, then performs light duty for 3 months, and is back off work for 3 months, said employee has not performed the essential duties of their position for 18 months. The foregoing 18 month period shall not include absence due to military service; or
- (h) Fails to report to work or notify the Village during an absence of two consecutive workdays unless the employee is unable to do so for reasons beyond his control which could not be reasonably anticipated or planned for.

ARTICLE IX.
LAYOFF AND RECALL

Section 9.1 - Layoff. The Village in its discretion shall determine whether layoffs are necessary and shall determine which positions or classification will be subject to layoff. If it is determined that layoffs are necessary in any position covered by this Agreement, any temporary or part-time employees in the affected position shall be laid off first, followed by probationary employees in the affected position, and then followed by the least senior employees in the position in inverse order of their seniority. The Village may layoff employees out of this inverse order of seniority in a position or classification if it determines that retention of a less senior employee is necessary to perform the remaining work based on relative skills and abilities.

In the event an employee is selected for layoff pursuant to the procedure set forth above, the employee may exercise the right to bump into the **last** classification or position he may have held (provided it is not a higher level position), if **any**, provided that he has more seniority than any other person in that classification or position, and further provided that he is qualified to perform the duties of the position within three (3) working days of training and experience. In this circumstance, the least senior employee in the position will then be laid off pursuant to the procedure set forth in the paragraph above, although he may then likewise exercise any bumping rights he might have under this Section. This procedure will be followed until any bumping rights are exhausted.

The Village shall give the Union at least thirty (30) days' notice of any initial layoff under this Section except in emergency situations, during which time the Village and the Union will meet to negotiate the layoffs and any alternatives available.

Section 9.2 - Recall. Employees who are laid off shall be placed on a recall list for a period equivalent to two (2) years. If there is a recall in the employee's job classification or position,

employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are fully qualified to perform the work to which they will be recalled without substantial additional training.

Employees who are eligible for recall shall be given fourteen (14) calendar days' notice of recall commencing upon the date of delivery of the recall notice at the employee's last address on file with the Village by certified mail, return receipt requested. The recalled employee shall report for duty within fourteen (14) days following receipt of the recall notice. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation of the employee to provide the Village with his current address. If an employee fails to timely report for duty following receipt of a recall notice, his name shall be removed from the recall list.

ARTICLE X.

HOLIDAYS AND PERSONAL DAYS

Section 10.1 - Holidays. All full-time employees shall receive the following paid holidays:

New Year's Day	Memorial Day
Independence Day	Labor Day
Christmas Day	Veterans Day
Thanksgiving Day	
Day after Thanksgiving	
President's Day	

In addition, full-time employees are entitled to one (1) floating holiday on a calendar year basis, after completion of the probationary period. Floating holidays are scheduled pursuant to policies established by the Director and subject to his approval. Floating holidays must be used within the calendar year in which they are earned and shall be paid at the employee's regular rate of pay for eight (8) hours. Floating holidays may not be carried over from one calendar year to the next, and floating holidays not taken by the end of the calendar year shall be forfeited.

Section 10.2 - Specific Applications - Holidays.

- (a) If a holiday falls on a weekend, Saturday holidays shall be designated as Friday off and Sunday holiday shall be designated as Monday off.
- (b) If a holiday occurs during an employee's regularly scheduled vacation, the extra day shall be added to the employee's regularly scheduled vacation period.
- (c) In order to qualify for holiday pay, the employee shall work his last scheduled day before the holiday and the scheduled day after the holiday, unless absence is excused by the Director.
- (d) In the event one or more of the above-listed holidays is designated a floating holiday by the Village Manager and is scheduled for another day for all other non-represented Village employees, the same shall apply here. This shall not result in any reduction in holiday benefits.
- (e) Employees are permitted to use an earned and unused vacation or personal day to celebrate Martin Luther King's Birthday, provided the Employee otherwise satisfies the requirements for receiving such a day off.

Section 10.3 - Holiday Pay. Holiday pay shall be based on eight (8) hours' pay at the regular rate of hourly pay for full-time employees. Employees who work on a holiday shall be paid for time worked at double their applicable rate of pay in addition to eight (8) hours of holiday pay at their regular rate of pay. Compensatory time in lieu of holiday pay may be granted, consistent with Section 7.5 of the contract.

Section 10.4 - Personal Days . Full-time employees are entitled to personal days on a calendar year basis after completion of the probationary period. Personal days are scheduled pursuant to policies established by the Director and subject to his approval. During the term of this Agreement, full-time employees are entitled to three (3) personal days. Personal days must be used within the calendar year in which they are earned and shall be paid at the employee's regular rate of pay for eight (8) hours. Such personal days may not be carried over from one calendar year to the next and may not be taken on any of the above-mentioned holidays. Personal

day(s) not taken by the end of the calendar year shall be forfeited without compensation, except as provided below:

<u>Number of Sick Leave Days Used</u>	<u>Number of Personal Days Eligible For Buy Back</u>
0-2	3
In excess of 2 but not to exceed 3	2
In excess of 3 but not to exceed 6	1
More than 6	0

Any accrued personal days outstanding and due to the employee shall be paid to him upon his resignation or retirement from employment.

ARTICLE XI. **VACATIONS**

Section 11.1 - Vacation Accrual. Full-time employees shall be eligible to accrue and use vacation leave time pursuant to the terms of this Article. Vacation credits are accrued as follows:

- A. Beginning with the first day of service through the completion of ~~six (6)~~five (5) years of continuous service, an employee shall be allowed to accrue ten (10) vacation days' credit. Such vacation day credit shall be calculated on the basis of 5/6th vacation day credit for each full month of service. For purposes of this Article, a full month of satisfactory service is defined as a month in which the employee has worked through the 16th of that month. The total yearly credit under this paragraph shall not exceed two (2) work weeks (10 workdays).
- B. Beginning with the first day following completion of ~~six (6)~~five (5) years of continuous service, an employee shall be allowed to accrue five (5) additional vacation days' credit. Such additional vacation day credit shall be calculated on the basis of 5/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed three (3) work weeks (15 workdays).
- C. Beginning with the first day following completion of ten (10) years of continuous service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit will be calculated on the basis of 1/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed sixteen (16) workdays.

D. Beginning with the first day following completion of eleven (11) years of continuous service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed seventeen (17) workdays.

E. Beginning with the first day following completion of twelve (12) years of continuous service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed eighteen (18) workdays.

F. Beginning with the first day following completion of thirteen (13) years of continuous service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed nineteen (19) workdays.

~~C.G.~~ Beginning with the first day following completion of fourteen (14) years of continuous service, an employee shall be allowed to accrue up to ~~five (5)~~one (1) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of ~~5/12th~~1/12th vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed four (4) work weeks (20 workdays).

~~D.H.~~ Beginning with the first day following completion of ~~twenty (20)~~nineteen (19) years of continuous service, an employee shall be allowed to accrue up to three (3) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of 3/12th vacation day credit for each full month of service.

The total yearly credit under this paragraph shall not exceed twenty-three (23) workdays.

~~E.I.~~ Beginning with the first day following completion of twenty-five (25) years of continuous service, an employee shall be allowed to accrue up to two (2) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of ~~3/12th's~~2/12th vacation days' credit for each full month of service. The total yearly credit under this paragraph shall not exceed twenty-five (25) workdays.

J. An employee's vacation credits will be accrued on a monthly basis and are available for use at the time they are earned.

~~F.K.~~ Probationary employees shall earn vacation credit at the rate of 5/6th of a vacation day for each calendar month of satisfactory service.

~~G.L.~~ No employee is entitled to use any vacation time until he has completed six (6) full months of consecutive full-time employment. Entitlement may be granted by the Director for unusual circumstances.

~~H.M.~~ In the event the employee completes his six month probationary time before the calendar year ends, the employee may either utilize his vacation credit earned in the current year, or carry them over to the next year.

~~I.N.~~ Vacation credits shall not be earned in any calendar month in which the employee actually works less than eighty (80) hours (excluding vacation time, sick leave, and worker's disability leave due to a job-related injury).

~~J.O.~~ At the time of separation of employment, the employee will be paid for all unused accrued, vacation credits. If an employee has taken more vacation days than accrued, arrangement will be made to reimburse the Village for the unearned days. All unused, accumulated vacation will be paid sixty (60) days post-retirement.

Section 11.2 - Scheduling and Vacation Pay. Vacations shall be scheduled pursuant to procedures established by the Director, and vacation scheduling shall be subject to the Director's final approval. The number of employees who may schedule vacations during the period of November 15th through May 15th may be limited by the Director in his discretion. Seniority will apply in the event of a dispute over scheduling vacation time that cannot be resolved by other means. Employees must take vacation credits accrued within the twelve (12) month period following the end of the calendar year in which they were earned, and they may not be carried over past that time except upon request to and the approval of the Village Manager. Payment in lieu of vacation time off may be allowed only in the sole discretion of the Village Manager. However, unused vacation time which is not carried over shall be paid to the employee at the end of the calendar year if the Village's scheduling and operational needs resulted in the inability of the employee to take such vacation time off during the calendar year. In the event a holiday occurs during an employee's vacation, the employee will be credited with an additional vacation day. Vacation pay shall be paid at the employee's regular hourly rate of pay (straight time) in effect on the pay date immediately preceding the vacation. Vacation credit is calculated at the beginning of each calendar year. In the event an employee reaches another vacation period level on his anniversary date during the calendar year, he will be given additional pro-rated hours of vacation

time from the anniversary date through the end of the calendar year. Regular part-time employees shall not be eligible for vacation.

ARTICLE XII. **SICK LEAVE**

Section 12.1 - Sick Leave Purpose. Sick leave with pay is provided as a benefit to full-time employees in recognition that employees do contract various illnesses from time to time; that employees' immediate family members become ill or injured from time-to-time, that employees' financial resources may be diminished in such instances if pay is discontinued; and that it may not be in the best interest or health of the employee or fellow employees for them to work while sick. To the extent permitted by law, sick employees are expected to remain at home unless hospitalized, visiting their physician or other treating professional, or acting pursuant to reasonable instructions for care. Unfortunately, sick leave abuse sometimes occurs. The parties agree that sick leave abuse is a very serious offense, and the parties further agree that the Village may ferret out sick leave abuse. Abuse of sick leave, including but not limited to feigned illness or carrying out of personal chores unrelated to the illness or other employment, are cause for discipline up to and including termination.

Section 12.2 - Allowance. Any full-time employee contracting or incurring any non-job-related sickness or disability shall be eligible for sick leave with pay under the conditions set forth in this Article. In addition, an employee may use six days of his or her accrued sick leave days per year to attend to the illness, injury, or medical appointment of his or her child, step-child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent. In the event of an absence due to injuries or illnesses directly attributable to work at other employment, the employee is not eligible for sick leave payments under this Article. Sick leave is not personal time or personal leave, and it will be allowed only in the case of injury or illness as defined herein.

Section 12.3 - Accumulation, Deduction and Buy-Back. Sick leave shall be earned at the rate of eight (8) hours for each calendar month of service. In the event an employee actively works less than eighty (80) hours (excluding vacation time, holiday and personal time) in a calendar month, he will not earn sick leave credit for that month under this Article. Employees may accumulate not more than eight hundred (800) hours of sick leave. Sick leave taken during the year shall be deducted from sick leave earned during the twelve (12) months preceding December 1st.

For employees who have accumulated more than eight hundred (800) hours of sick leave as of April 1, 2013, upon execution of this Agreement in 2013, the Village shall reimburse each such employee at his/her rate of pay in effect as of December 31, 2012, for 50% of all accumulated sick leave in excess of eight hundred (800) hours and deposit it into the Village's RHS Plan, and the remaining 50% of such sick leave accumulated in excess of eight hundred (800) hours shall be set aside and reserved only for the purpose of obtaining IMRF service credit (subject to IMRF limitations), upon the employee's separation from service with the Village, and such remaining sick leave in excess of eight hundred (800) hours shall not be available for any other purpose, including use as sick leave. For any such employee, after such reduction of sick leave hours to eight hundred (800) has been accomplished, as described hereinabove, except as provided hereinafter, such employee shall not continue to accumulate sick leave unless and until such sick leave accrual has been reduced below eight hundred (800) hours, and thereafter such employee may not accumulate more than eight hundred (800) hours of sick leave.

Once an employee accumulates a sick leave balance of eight hundred (800) hours (100 days), the amount of sick leave accumulated and unused in that calendar year in excess of eight hundred (800) hours shall be set aside and reserved only for the purpose of obtaining IMRF service

credit (subject to IMRF limitations) upon the employee's separation from service with the Village, and such remaining sick leave in excess of eight hundred (800) hours shall not be available for any other purpose, including use as sick leave.

Employees who have not exhausted their sick leave credits for the current year are eligible for up to two (2) days' pay, payable on the pay day preceding Christmas, based upon the following schedule:

Effective 1/1/2015:

<u>Number of Sick Leave Days Used</u>	<u>Number of Days Eligible For Buy Back</u>
0-1	2
In excess of 1, but not to exceed 2	1.0
More than 2	0

Sick leave days that are bought back will be deducted from unused sick leave earned, and any remaining sick leave days will be accumulated with sick leave carried over from prior years.

Nothing in this Agreement shall abrogate the rights of certain employees who have letter agreements maintained in their personnel files providing that they may seek reimbursement for specified amounts of sick leave hours upon separation from employment under the terms and conditions set forth in those letter agreements.

Section 12.4 - Sick Leave Payments and Conditions. Sick leave pay shall be equivalent to the employee's regular hourly rate of pay in effect at the time sick leave is taken. In the case of an absence of more than three (3) consecutive scheduled workdays, the Village may require an employee to submit an acceptable physician's certification to be eligible to receive sick leave pay for any such time; such certification may also be required under these circumstances before an employee will be allowed to return to work. Failure to produce such certification when requested

results in ineligibility for and forfeiture of sick leave pay for that occurrence. In addition, the Village may, at its discretion, require an employee who is or otherwise eligible to receive sick leave pay for an absence of more than three (3) workdays to submit to an examination by a physician at the Village's expense to determine fitness for duty. Failure to submit to such examination shall result in a forfeiture of eligibility for sick leave pay. Failure to return to work upon a finding of fitness for duty following the examination by the Village physician, if he shall so determine, shall also result in forfeiture of all sick leave pay commencing after the finding is issued. Sick leave will not be paid until the days are earned under the schedule set forth above.

Section 12.5 - Notification. Notification of absence due to sickness shall be given to the Village no later than thirty (30) minutes before the employee's starting time, and before every scheduled workday thereafter (unless the requirements for notification are waived by the appropriate supervisor). A notification procedure shall be posted at all times to inform employees whom they shall notify and how such notification shall be made. Failure to provide proper notice of sickness may be considered an absence without pay and may result in forfeiture of all sick leave pay.

Section 12.6 - Sick Leave Donation. Employees shall continue to be allowed to "donate" accrued sick leave to those employees in need of sick leave, pursuant to prior practice and procedure established by the Village.

ARTICLE XIII. WAGES

Section 13.1- Base Salary. The base rates for all positions covered by this agreement are set forth in Appendix A, attached. The Appendix includes a COLA adjustment of 2.253.25% for 20222025, 2.53.0% for 20232026, and 2.753.0% for 20242027 and shall match any COLA adjustment granted to non-represented Village employees in 2028. For calendar year 20222025,

such rates shall be retroactive on all hours worked or paid for those in the bargaining unit upon ratification.

Section 13.2 - Longevity Bonus Pay. Senior employees hired before January 1, 2013 shall be paid longevity bonus pay pursuant to the schedule below during the term of this Agreement. Employees hired on or after January 1, 2013 shall not be eligible to receive such longevity bonus pay. The bonus payment shall be included within employee's regular payroll earnings and will be paid on the second regular payday prior to Christmas of the year the employee's longevity anniversary date occurs:

After 8, 9 and 10 years of full-time service	\$300.00
After 11, 12, 13 and 14 years of full-time service	\$550.00
After 15, 16, 17, 18 and 19 years of full-time service	\$750.00
After 20 years of full-time service	\$1,000.00

Section 13.3 - Step Advancements. The base salary rates for each position consist of sixteen steps (1 through 16). The rate at which the employee is hired at Step 1 is the base salary range for that employee. After twelve total months of employment, the employee will automatically advance to the next step (Step 2 for the employee). After two years (total) of employment, the employee will automatically advance to the next step (Step 3 for the employee).

Advancement to successive steps (Steps 4 and above for the employee) in the base salary range is based upon review and recommendations conducted prior to each anniversary date commensurate with regularly scheduled performance evaluations. Employees shall be given copies of such performance evaluations. Advancement to Step 4 and above is not automatic but rather is made only if the employee has demonstrated continual development and advancement of

skills and abilities; performance of assigned tasks with greater and increasing skills; exemplary behavior; increased work effort; and high quality of work. Advancement from Steps 13 through 16 represent merit ranges where recognition is attained when an employee has rating of “strong” in at least three (3) categories of review and no rating below “satisfactory”. Employees who are not advanced when eligible on their anniversary dates shall be reviewed again six months prior to their next anniversary date. If they are advanced at that time, they will remain eligible for consideration to advance to the next step upon their next anniversary date.

Employees eligible for step advancement who may be potentially subjected to an unfavorable performance review evaluation will be notified at least three (3) months prior to their anniversary date, unless such discipline was issued during such three month period that results in an unfavorable review. Employees who are denied step advancement may utilize the grievance procedure with all provisions to apply except that the grievance shall be filed in writing commencing at Step 2 within the time limit specified for an initial grievance, and further provided that the denial of a step advancement shall be subject to limited review only to ascertain whether the Village acted arbitrarily and capriciously in denying advancement.

Section 13.4 - Education Based Step Advancement Program . A full time employee with at least four (4) years of full-time service in the Village’s Public Works Department will be considered for additional step increases by the Director (and/or his designee) in the event he/she meets all of the criteria listed for advancement:

- A. The employee must have met all of the following conditions as of the time he/she is eligible to be considered for advancement:
 - 1. Completed and presented adequate proof of receipt of an Associate’s or Bachelor’s Degree from an accredited school, in a previously approved course of study. The

Village agrees not to unreasonably withhold approval of a course of study under this provision provided it is reasonably related to the essential job functions of the employee's position and it is consistent with the betterment of the operations of the Public Works Department. For illustrative purposes only, a course of study in Business Management or Maintenance would be deemed to be acceptable whereas a course of study in Art, Music or a similar liberal arts subject would not be acceptable for purposes of this provision.

2. Has no record of work-related and/or driving accidents which resulted in a loss of a safe driving day within the most recent twenty-four (24) month period immediately prior to the time he/she is being considered for promotion. (The determination as to whether this factor has been satisfied is determined by the then-sitting members of the Village-wide Safety Committee.
3. Has a work record that is free of any record of disciplinary action within the thirty-six (36) month period immediately prior to the time he/she is being considered for promotion.
4. Has achieved minimum ratings of the following on the two (2) most recent annual performance evaluations conducted prior to the time he/she is being considered for promotion: (i) rating of "satisfactory" or higher in all categories of review, and (ii) rating of "strong" in at least ½ of all categories of review.

B. Applicable Rate upon Advancement:

An employee promoted under this "Education Based Step Advancement Program," shall be advanced two steps in the pay range. Employees must maintain

satisfactory performance upon advancement. Any employee who was advanced under this Section and who has consecutive years with any rating less than satisfactory in any category of review, shall be reduced one step in the pay range. Thereafter, the employee will be eligible for consideration for an additional step advancement following twelve (12) months of satisfactory performance. Section 13.4 shall be subject to the Grievance Procedure as indicated in Article VI of this Agreement.

C. Performance Counseling Session.

If a non-probationary employee who is not at the top step of his/her classification requests in writing, a coordinator will conduct a counseling session regarding such employee's performance, not to exceed one (1) such counseling session per year.

Section 13.5 - Pay for Work-Related Injury. If an employee sustains a work-related injury and becomes eligible for temporary total disability pay under the Workers' Compensation Act, the employee shall continue to receive full salary for a period of up to twelve (12) months. After twelve (12) months, compensation shall be pursuant to the Workers' Compensation Act. The employee may elect to receive an amount equal to his/her current full salary by utilizing accrued paid leave (i.e. sick leave, vacation time, personal days, floating holidays, compensatory time and safe driving days).

ARTICLE XIV.
INSURANCE

Section 14.1 - Health Insurance. All covered employees shall remain ineligible for the Village's health, prescription, and dental plans. Full-time bargaining unit employees will participate in the health and dental insurance plans administered by the Midwest Operating Engineers Health and Welfare Fund ("Fund") without exclusions on the basis of active working

status, hospital confinement or conditions either treated or untreated prior to the effective date of coverage. Effective May 1, 2021, the Village will continue to contribute for single coverage, single plus one coverage and family coverage; rate increases will be determined by the Fund but shall not exceed 10% of the rates in effect immediately prior to May 1, 2021.

Effective May 1, ~~2022~~2025, the rates for coverage shall be as follows:

Single:	\$839.00 <u>\$831.00</u>
Single plus 1:	\$1,677.00 <u>\$1,661.00</u>
Family:	\$2558.00 <u>\$2,534.00</u>

Effective May 1, ~~2023~~2026:

Rate increase determined by Fund, but shall not exceed 10% of the rates in effect as of May 1, ~~2022~~2025.

Effective May 1, ~~2024~~2027:

Rate increase determined by Fund, but shall not exceed 10% of the rates in effect as of May 1, ~~2023~~2026.

Effective May 1, 2028:

Rate increase determined by Fund, but shall not exceed 10% of the rates in effect as of May 1, 2027.

All additional premium costs during the term of this agreement (if any) shall be borne exclusively by the covered employees. The Union agrees to provide the covered employees health insurance and the Village agrees to remit payment on a monthly basis. Unless mutually agreed to otherwise, the Village will provide the Union the insurance premium amounts on the tenth (10th) day of the month preceding the coverage month (*i.e.*, February premium payment paid by January 10th).

Section 14.2 – Plan Coverage. The Union and the authorized representatives of the Trustees of the Union’s health insurance plan have provided assurances to the Village that they will be responsible for the administration and compliance with all obligations under the COBRA provisions of federal law. Additionally, the Union and the authorized representatives of the Trustees of the Union’s health insurance plan have represented that all of the employees covered by this collective bargaining agreement are eligible to participate in the union’s insurance plan throughout the term of this agreement. In the event that the Union (and/or the Plan Trustees) refuses to cover any of the employees who are covered by the collective bargaining agreement, then this will be deemed to be a breach of this Agreement by the Union.

Section 14.3 - Retiree Health Insurance. Throughout the entire term of this Agreement and for so long as required by law, the Union and the authorized Trustees of the Union’s health insurance plan represent and agree that they will comply with all applicable laws to ensure that the health insurance plan offered to the covered employees includes a retiree health insurance to covered employees sufficient to satisfy the obligations of both the Village and the Union as required by applicable law, including the Municipal Employees’ Continuance Privilege, 215 ILCS 5/367j.

Section 14.4 - Retirement Health Savings Plan (RHS). Covered employees will participate in the Retiree Health Savings program subject to the remaining terms and conditions of the Plan. Upon separation of employment from the Village, any sick leave buy back benefit available at that time will be deposited into the employee’s RHS account.

Section 14.5 - Terms of Plan to Govern. The extent of coverage under the Fund plans and/or policies referred to in this Article shall be governed by the terms and conditions set forth in the plans and/or policies of the Agreement and Declaration of Trust of the Midwest Operating

Engineers Welfare Fund, and all subsequent amendments made thereto. Any dispute concerning coverage under such Fund plan and/or policies shall be resolved in accordance with the terms of and conditions of such plan or policy, and shall not be subject to the grievance procedure of this Agreement.

Section 14.6 - Wellness Benefit Contribution. From and after January 1, 2018, a wellness benefit contribution shall be deducted by the Village from the wages of all bargaining unit employees, the amount of which shall be determined by the Village pursuant to a mutually agreed upon formula with the Union under a Memorandum of Agreement dated May 17, 2021. Such employees will be eligible to participate in the Village's Section 125 Flexible Spending for Medical and Dependent Care Plan, the Village's Voluntary Vision Plan, and the Village's Life & Accidental Death/Dismemberment Insurance, on the same terms as all other full-time non-represented employees of the Village eligible for such plans or coverage, as the same may be changed from time to time by the Village.

ARTICLE XV.

BIDDING AND POSTING

Section 15.1 - Procedure. When the Village determines that there is a vacancy either in an existing classification covered by this Agreement (other than Laborer and Custodian I) or by virtue of the establishment of a new classification covered by this Agreement, a notice of the vacancy shall be posted on bulletin boards regularly used for such purpose accessible to employees covered by this Agreement for at least five (5) working days. The Village may also post notice of such vacancy to other Village employees or take other steps to recruit or advertise the vacancy outside the Village as it deems appropriate. Any employee covered by this Agreement desiring to bid on the posted vacancy shall submit his name and any other materials in support of his bid by the date indicated on the posted notice to be eligible for consideration. An employee may not,

however, bid down, i.e., bid upon a vacancy in a lower-rated or lower-paid classification. Nothing herein shall otherwise restrict the Village's management rights under this Agreement. This Section applies only to posted job openings and does not restrict the Village's right to transfer employees.

Section 15.2 - Selection. The Village shall first consider the bids of any employees covered by this Agreement, and shall award the vacancy to the most senior, qualified bidder (if any). Qualifications shall be judged by the Village Manager and the Public Works Director, whose judgment shall not be overturned unless arbitrary and capricious. In the event it is determined that there is no qualified bidder from among employees covered by this Agreement, the Village may fill or not fill the vacancy as it deems appropriate. In addition, the Village may determine at any time not to fill the vacancy even if there are qualified bidders or applicants, provided that such determination is not for the purpose of discriminating against an employee in contravention of the non-discrimination clause.

Section 15.3 - Trial Period. In the event an employee is selected to fill the vacancy following a bid, the employee will serve a trial period of three (3) months, during such period he may be returned to his original position by the Village for any reason related to work performance or inability to satisfy job expectations. The employee may also return to his original position by written request submitted no later than sixty(60) days following the start of the trial period.

ARTICLE XVI. **LEAVES OF ABSENCE**

Section 16.1 - Discretionary Leaves. The Village may grant a leave of absence to any employee without pay under the following circumstances. Any request for a leave of absence shall be submitted in writing by the employee to the Village Manager and the Director of Public Works as far in advance as practicable. The request shall state the reason for the leave of absence and the period of time off desired by the employee. The Village Manager in his sole discretion may grant

such a request for a period not to exceed ninety (90) days, and will set forth the terms and period for such leave. An extension may be requested and will be considered only under unusual circumstance. A leave of absence **will not** be granted to enable an employee to seek work, to work at, or to accept other employment; an employee who violates this prohibition may be terminated immediately. Employees who engage in unauthorized employment during such leave may be disciplined or terminated immediately, and their leave shall be immediately revoked in addition to any other action that may be taken. An employee may be disciplined or terminated for violating any conditions imposed upon his leave of absence. Seniority shall not accumulate while an employee is on a discretionary leave of absence, although there will be no loss of accumulated seniority. All other economic benefits under this Agreement are terminated during the period of the leave. Credit for vacation, sick leave and retirement fund shall not be earned during the leave.

Upon timely return from a discretionary leave of absence, the Village will place the employee in his previous position, if the position still exists and is vacant as determined in the Manager's sole discretion; if the position still exists and it is not vacant, the employee will be placed in the first available opening in his position according to seniority if skills and abilities are otherwise equal. If, upon expiration of a leave of absence, there is no work available and if the employee could have been laid off except for his absence on leave, he shall go directly to layoff.

An employee on leave of absence will be terminated if he fails to return from leave at the conclusion of the authorized leave; or if he resigns, quits or is terminated by the Village while on leave.

Section 16.2 - Military Leave. Military leave without pay shall be granted in accordance with applicable law.

Section 16.3 - Maternity Leave. Disability due to pregnancy as certified by an employee's doctor will be treated like any other sickness or disability. Additional unpaid leaves of absence related to maternity where no disability exists may be granted under the conditions set forth in Section 16.1. Return to duty after unpaid maternity leave is governed by Section 16.1.

Section 16.4 - Funeral Leave. In the event of death in the immediate family (defined as the employee's spouse, children, step-children, parents, step-parents, mother-in-law, father-in-law, grandparents, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law), an employee shall be granted time off with pay up to a maximum of three (3) consecutive workdays as may be needed prior to and including the day of the funeral, if the employee attends the funeral. Additional unpaid time off for the purpose of activities associated with the funeral or a death in the immediate family approved by the Director of Public Works in his sole discretion.

Section 16.5 - Jury Duty. An employee summoned for jury duty before a recognized court of law will be granted an excused absence with pay for the period of jury duty. The employee must show the jury duty summons to their supervisor as soon as possible so that the supervisor may make arrangements to accommodate their absence. The employee shall present the jury duty pay check to their supervisor as demonstration of completed jury duty service. The employee shall keep the jury duty check in addition to receiving their regular pay. Employees are expected to report to work whenever the court schedule permits. Employees who are summoned by subpoena or legal process to testify in a court proceeding shall also receive benefits in accord with this Section.

Section 16.6 - Family and Medical Leave Act. The Employer shall adhere to all terms and conditions under the Federal Family and Medical Leave Act, as hereinafter amended.

ARTICLE XVII.
GENERAL PROVISIONS

Section 17.1 - Employee Safety. Employees are expected to conduct themselves and to perform work in a manner consistent with safe practices. The Village's Public Works Department has established a comprehensive safety policy as well as a safety committee. Nothing in this Agreement shall abrogate or affect in any way the Village's right to establish, modify and enforce its safety rules and regulations, as well as the operation of its safety committee, and matters pertaining to the safety rules and the safety committee are not subject to this Agreement, including but not limited to the grievance and arbitration procedure. In the event an employee reasonably and justifiably believes that his health and safety are in danger due to unsafe working conditions or equipment, he shall immediately inform his Foreman or other supervisor who shall have the responsibility to determine what action, if any, shall be taken, including whether the job should be continued or working conditions should be modified. The employee shall follow the direction given by the supervisor.

Employees are also entitled to receive one additional personal day off with pay during the calendar year as a "safe driving day". Employees covered by this Agreement who are required to drive a motor vehicle and who are determined to have had no preventable accidents (alone or by shared responsibility) during the calendar year are entitled to take this additional personal day under Article X of this Agreement as a safe driving day. Determination of preventable accidents is made pursuant to the established safety rules and regulations set forth in the paragraph above.

Section 17.2 - Uniforms. The Village will provide necessary uniforms and work clothing to employees covered by this Agreement. The Village reserves the right to modify, alter, or change any uniform or uniform items, and to establish all aspect of the type, amount, nature and style or

uniforms provided. Uniforms shall be worn during working hours and shall not be worn at any other time except when traveling to and from work.

Section 17.3 - Shoe and Boot Allowance. The Village will provide each full-time employee with a ~~\$125.00~~175.00 allowance each calendar year for purchase of boots and/or work shoes approved by the Director. Employees may carry over the allowance for an additional calendar year, up to a maximum of a ~~\$250~~350.00 allowance. Employees will be reimbursed up to that amount for the purchase of approved shoes and/or boots upon presentation of receipts.

Section 17.4 - Tool Allowance. Employees who are required to purchase or supply tools may request reimbursement from the Director for tools that are broken, lost, stolen or damaged in the conduct of Village work. The annual tool allowance for mechanics and mechanic assistants shall be \$625. The Director shall exercise the sole discretion to approve such requests, as well as to establish the terms and conditions upon which such requests may be granted. The Director may require an employee to supply a minimum required set of tools and an inventory list of the tools he supplies.

Section 17.5 - Driver's License. It is a necessary prerequisite for any position covered by this Agreement that the employee possess and maintain at all times an Illinois driver's license (Class B Commercial Driver's License with an X Endorsement) in good standing that has not been revoked or suspended in any way that would prohibit him from driving as part of his regular work duties with the Village. In the event an employee is unable to legally drive a motor vehicle to carry out his duties with the Village, he may be assigned other work or he may be laid off or terminated by the Village in its discretion. Employees will be reimbursed solely for the Commercial Driver's License with X Endorsement portion of their renewal fee, upon presentation of receipts. Any Classification or Endorsement (other than X), shall not be reimbursed by the

Village. Reimbursement amounts shall be based upon the current rates of the Illinois Secretary of State Driver Services Department.

Section 17.6 - Light Duty. The Village may require an employee who is on sick leave or who has incurred an injury compensable under workers' compensation to return to work in an available light duty assignment. Whether a light duty assignment is available shall be determined by the Village in its sole discretion based on operational needs and the skills and qualifications of the employee. Light duty assignments will be made only where there is minimal risk of reaggravating an injury and there is a reasonable expectation the employee will assume regular duties within ninety (90) days or less. The Village reserves the right to require an employee to submit to a physician's examination at its expense for the purpose of determining fitness for light duty. In the case of dispute over whether an employee is fit for a light duty assignment, the employee and the Village shall select a physician to conduct an examination at shared cost who will determine fitness for the light duty assignment.

Section 17.7 - Fitness Examinations. Before an employee returns to duty from an extended leave of absence or if the Village has any nonarbitrary reason to question the fitness of an employee for duty, the Village may require that the employee be examined by a qualified and licensed physician and/or other appropriate medical professional selected by the Village. The foregoing requirement shall be in addition to any requirement that an employee provide a statement from his/her doctor upon returning from sick leave under Article XII or disability leave.

Section 17.8 - Designation of No-Smoking Areas. The Village reserves the right to designate areas where smoking will be allowed or prohibited.

Section 17.9 - Attendance. The Village reserves the right to implement attendance recording and control programs as necessary to establish expectations for tardiness and attendance.

Section 17.10 - Outside Employment. Employees covered by this Agreement shall be subject to the Village's rules and regulations concerning outside employment as such rules and regulations exist upon the effective date of this Agreement. In addition, those rules and regulations shall be interpreted to allow an employee covered by this Agreement to submit a request for permission to engage in outside employment on an annual basis, where the employee requests permission to engage in occasional work of the same type during the year. Such a request shall be submitted before January 1 to request permission for the calendar year, and shall describe with particularity the type and amount of work anticipated, and the persons or business (or the types of persons or businesses) the work will be performed for. In the event that the circumstances substantially change during the calendar year concerning the type, amount, nature and persons for whom work is performed for which permission has been previously granted, the employee shall notify the Village Manager to request approval work under the changed circumstances. In the event the Village Manager denies any request to engage in outside employment, he shall prepare and submit a statement to the employee stating his reasons for the denial.

Section 17.11 - Translation Reward Program. Bargaining unit members shall be eligible to participate in the Village's Translation Reward Program, described in Section 5.11 of the Palatine Employee Handbook, and as such Section may be hereafter amended.

ARTICLE XVIII.

DISCIPLINE

Employees shall not be disciplined except for just cause. When just cause exists, the Village shall have the right to invoke one or more of the following disciplinary measures:

- (a) Oral Warning;
- (b) Written Reprimand;
- (c) Suspension Without Pay;

- (d) Demotion; or
- (e) Discharge

Discipline shall be appropriate for the circumstances. In instances of poor work performance, inefficiency, failure to follow orders or direction, insubordination, and absenteeism and tardiness, progressive discipline will be imposed prior to discharge.

Prior to the actual imposition of a suspension without pay (other than suspension without pay pending investigation) or discharge, the Village shall give the affected employee an opportunity to discuss the circumstances underlying the disciplinary action, which shall take place as soon as practicable, and the employee shall be informed at that time of the basis for the disciplinary action. The employee upon request shall be allowed to have a Union Steward present during the discussion, although a discussion will not be inordinately delayed if a Steward is not immediately available. The Village shall provide to the employee a copy of a written reprimand that is placed in his file.

Employees must initial any disciplinary documents to be placed in their personnel files; employees upon request shall be given a copy of such documents. Failure to so initial shall constitute insubordination.

Where practicable, employees shall not be disciplined in front of other employees.

ARTICLE XIX.

LABOR-MANAGEMENT MEETINGS

The Village and the Union recognize the need to communicate throughout the term of this Agreement. In order to facilitate an open and candid exchange of information, two representatives from the department (Director and Deputy Director and/or their designees) shall meet quarterly with two representatives from the bargaining unit, one Coordinator, and the business agent. The parties will agree on an agenda at least three days prior to date of the meeting.

Such meetings shall cover topics regarding the implementation and general administration of the Agreement; sharing of general information of interest to the parties; notifying the Union of changes in non-bargaining conditions of employment contemplated by the Village which may affect employees and other mutually agreed upon topics.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure.

ARTICLE XX.

EMPLOYMENT TRAINING AND EDUCATION

Section 20.1 - Employee Training Programs. The Village's Public Works Department regularly plans and schedules training programs for its employees, and may direct employees to attend and participate in such programs as may be necessary. In addition, the Village may plan, schedule and design training for employees based upon its evaluations of employee performance and upon specific employee requests. The Village agrees to reimburse all employees for the costs, if any, that may be associated with such programs that they are directed to attend and participate in under this Section.

Section 20.2 - Employee Education Assistance. The Village Manager has established a policy regarding reimbursement of certain educational expenses upon request, applicable to all Village employees including those employees included in this bargaining unit. Employees covered by this Agreement shall continue to be eligible to apply for educational assistance pursuant to the policy as may be in effect from time to time. The Village Manager's application of his policy shall be final in all respects, except that he shall not grant or deny assistance to any employee covered by this Agreement for reasons related to the employee's Union status (or lack thereof), and this exception only shall be subject to application of the grievance and arbitration procedure.

Section 20.3 - Special Licensure/Training. The Employer shall pay for all direct expenses incurred by the employee in obtaining any special licensure and/or training related to their work duties, pursuant to present practice and procedures. Commencing in 2018, the Village shall provide a certification stipend to employees who possess the following designated licenses and/or certifications. The employee must show proof of licensure and/or certification by the end of June of every year, with payments to be made during August of that year.

1. ~~Buildings/Grounds/Electrical~~Facilities Division Members:
 - Team Leaders or Assistant Building Engineers ~~s~~ —confirming IEPA Universal Certification shall be paid \$250.
2. Forestry Division Members:
 - Team Leaders or Maintenance Workers ~~s~~ —confirming Illinois Society of Arboriculture Certified Arborist shall be paid \$750.
 - Team Leaders or Maintenance Workers ~~s~~ —confirming Illinois Department of Agriculture Pesticide Operator license shall be paid \$250.
 - Team Leaders or Maintenance Workers ~~s~~ —confirming Illinois Department of Agriculture Pesticide Applicator license shall be paid \$250.
 - Those Forestry Division employees with any combination of the above shall be capped at a maximum stipend of \$1,000.
3. Utilities Division Members:
 - Team Leaders, Utility Meter Service Workers, or Maintenance Workers ~~s~~ confirming IEPA Class C Water Operator license shall be paid ~~\$1,000~~\$1,500.
4. Fleet Services Division Members:
 - Supply Controllers confirming Illinois Underground Storage Tank Class A/B/C Operator Certification shall be paid \$250.
 - Mechanic IIs confirming ASE Master Truck Technician shall be paid \$750.
 - Mechanic IIs confirming ASE Master Automobile Technician shall be paid \$250.

ARTICLE XXI.

TEMPORARY PROMOTION

An employee who is temporarily assigned or promoted by the Village to a Coordinator classification for at least four (4) hours in any day shall be paid one (1) additional hour of pay at the employee's regular hourly rate of pay. The employee must be present for the duration of the temporary promotion in order to receive the additional hour of pay.

ARTICLE XXII.
DISABILITY AND RETIREMENT

Disability and retirement benefits are available to eligible employees under the Illinois Municipal Retirement Fund (IMRF) and federal social security. Any contributions for such benefits, and any such benefits as may be provided, shall be subject exclusively to the law, rules, policies and procedures governing the IMRF and shall not be subject to or affected by this Agreement, including but not limited to the grievance and arbitration procedure.

ARTICLE XXIII.
PERSONNEL RECORDS

An employee's personnel file shall be made available for inspection by the employee upon written request. Upon request of an employee, the Village shall have 48 hours to produce the employee's personnel file. All requests for file inspection are governed solely by the Personnel Record Review Act, as amended hereafter. (820 ILCS 40/1 *et seq.*) An employee involved in a pending grievance may designate in writing a Union representative to inspect his personnel file pursuant to the terms of the Act set forth therein.

ARTICLE XXIV.
NON-DISCRIMINATION

In accordance with applicable law, neither the Village nor the Union will discriminate against any employee covered by this Agreement with regard to employment, tenure or any other term or condition of employment on the basis of race, sex, age, religion, creed, color, or ancestry. Likewise, neither the Village nor the Union shall discriminate in any way against any employee on account of his/her union activity or his/her refraining from such activity. Any dispute concerning the interpretation and application of this paragraph shall be provided through the federal or state agency or court rather than through the grievance procedure set forth in this Agreement.

ARTICLE XXV.
SUBSTANCE ABUSE

The parties recognize that the Village, its employees, and the public generally has the right to expect its employees to be free from the effects of alcohol and illegal drugs. The Village has previously adopted, and has the right to adopt and enforce, policies and procedures pertaining to alcohol and illegal drugs as they affect the work place. The Village's Drug and Alcohol Policy is set forth in Appendix C.

ARTICLE XXVI.
EXISTING BENEFITS

All direct economic benefits which affect all employees in the bargaining unit and which are neither set forth in this Agreement nor are covered by a subject matter included in this Agreement, and are currently in effect, shall not be diminished or reduced until such time as the Village shall notify the Union of its intention to change them. Upon such notification, and if requested by the Union, the Village shall meet and negotiate the impact of such changes before it is finally implemented by the Village. Any changes made without such notice to the Union shall be considered temporary pending the completion of such impact bargaining by the parties. If the Union becomes aware of such change and has not received notification, the Union must notify the Village as soon as possible and request such meetings if so desired. The failure of the Union to make such request shall act as a waiver of the rights provided herein. This provision shall neither restrict nor apply in any way to the rights of the Village set forth in this Agreement, including the Management Rights clause, Article IV.

ARTICLE XXVII.
SUBCONTRACTING

The Village retains the right to subcontract work as it deems necessary. Except where an emergency exists, if the Village plans to layoff two (2) or more bargaining unit employees and to

subcontract the work they perform, the Village shall notify the Union and offer the Union an opportunity to discuss the planned layoffs and subcontracting, including alternatives the Union may propose and the effect of the Village's decision on bargaining unit employees.

ARTICLE XXVIII.
ENTIRE AGREEMENT

This Agreement constitutes the complete and entire agreement between the parties, and concludes collective bargaining between the parties for its term. This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement. If a past practice is not addressed in this Agreement, it may be changed by the Employer unless otherwise limited or restricted by the Existing Benefits clause, Article XXVI.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or ordinance from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. The Union specifically waives any right it might have to bargain collectively or to impact or effect bargaining other than that provided for within this Agreement for the life of this Agreement.

ARTICLE XXIX.
SAVINGS CLAUSE

In the event any Article, section or portion of this Agreement should be held invalid and unenforceable by any board, agency or court of competent jurisdiction or by reason of any subsequently enacted legislation, such decision or legislation shall apply only to the specified Article, section or portion thereof specified in the board, agency or court decision or subsequent

legislation, and the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE XXX.
DURATION AND TERM OF AGREEMENT

This Agreement shall be effective as of the day after it is executed by both parties, and it shall remain in full force and effect until December 31, ~~2024~~2028. The Agreement shall continue in full force and effect for successive yearly periods thereafter **unless** either party shall notify the other in writing mailed at least ninety (90) days prior to the expiration date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to the expiration date. This Agreement shall remain in full force and effect following the notice given above during the period of negotiations until written notice of termination is given by either party to the other party not less than ten (10) days prior to the desired termination date, which shall not be before the stated expiration date.

EXECUTED this ____ day of _____, ~~2022~~2025.

VILLAGE OF PALATINE

**INTERNATIONAL UNION OF OPERATING
ENGINEERS, LOCAL NO. 150**

Village Mayor

James M. Sweeney

Village Clerk

Bryan P. Diemer

APPENDIX A

SALARY SCHEDULES

		2022 Hourly Rates															
Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
Mechanic Assistant	PWU-01	26.26	26.92	27.59	28.28	28.99	29.71	30.45	31.21	31.99	32.79	33.61	34.45	35.31	36.19	37.09	38.02
Supply Controller	PWU-02	26.73	27.40	28.08	28.78	29.50	30.24	31.00	31.78	32.57	33.38	34.21	35.07	35.95	36.85	37.77	38.71
Unassigned	PWU-03	26.73	27.40	28.09	28.79	29.51	30.25	31.01	31.79	32.58	33.39	34.22	35.08	35.96	36.86	37.78	38.72
Mechanic 1	PWU-04	28.72	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61	39.58	40.57	41.58
Unassigned	PWU-05	30.60	31.36	32.14	32.94	33.76	34.60	35.47	36.36	37.27	38.20	39.16	40.14	41.14	42.17	43.22	44.30
Maintenance Worker/Asst Bldg Eng.	PWU-06	30.65	31.42	32.21	33.02	33.85	34.70	35.57	36.46	37.37	38.30	39.26	40.24	41.25	42.28	43.34	44.42
Unassigned	PWU-07	31.07	31.85	32.65	33.47	34.31	35.17	36.05	36.95	37.87	38.82	39.79	40.78	41.80	42.85	43.92	45.02
Utility/Meter Service Worker	PWU-08	31.64	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81
Electrician	PWU-09	32.99	33.81	34.66	35.53	36.42	37.33	38.26	39.22	40.20	41.20	42.23	43.29	44.37	45.48	46.62	47.79
Team Leader/Acting Team Leader	PWU-10	33.18	34.01	34.86	35.73	36.62	37.54	38.48	39.44	40.43	41.44	42.48	43.54	44.63	45.75	46.89	48.06
Mechanic 2	PWU-11	33.40	34.24	35.10	35.98	36.88	37.80	38.75	39.72	40.71	41.73	42.77	43.84	44.94	46.06	47.21	48.39
Unassigned	PWU-12	34.04	34.89	35.76	36.65	37.57	38.51	39.47	40.46	41.47	42.51	43.57	44.66	45.78	46.92	48.09	49.29

		2025 Hourly Rates															
Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
Unassigned	PWU-01	28.57	29.28	30.01	30.76	31.53	32.32	33.13	33.96	34.81	35.68	36.57	37.48	38.42	39.38	40.36	41.37
Unassigned	PWU-02	29.08	29.81	30.56	31.32	32.10	32.90	33.72	34.56	35.42	36.31	37.22	38.15	39.10	40.08	41.08	42.11
Unassigned	PWU-03	29.09	29.82	30.57	31.33	32.11	32.91	33.73	34.57	35.43	36.32	37.23	38.16	39.11	40.09	41.09	42.12
Mechanic Assistant	PWU-04	31.23	32.01	32.81	33.63	34.47	35.33	36.21	37.12	38.05	39.00	39.98	40.98	42.00	43.05	44.13	45.23
Unassigned	PWU-05	33.27	34.10	34.95	35.82	36.72	37.64	38.58	39.54	40.53	41.54	42.58	43.64	44.73	45.85	47.00	48.18

<u>Maint. Worker/Asst Bldg Eng./Supply Controller</u>	<u>PWU-06</u>	<u>33.37</u>	<u>34.20</u>	<u>35.06</u>	<u>35.94</u>	<u>36.84</u>	<u>37.76</u>	<u>38.70</u>	<u>39.67</u>	<u>40.66</u>	<u>41.68</u>	<u>42.72</u>	<u>43.79</u>	<u>44.88</u>	<u>46.00</u>	<u>47.15</u>	<u>48.33</u>
<u>Unassigned</u>	<u>PWU-07</u>	<u>33.80</u>	<u>34.65</u>	<u>35.52</u>	<u>36.41</u>	<u>37.32</u>	<u>38.25</u>	<u>39.21</u>	<u>40.19</u>	<u>41.19</u>	<u>42.22</u>	<u>43.28</u>	<u>44.36</u>	<u>45.47</u>	<u>46.61</u>	<u>47.78</u>	<u>48.97</u>
<u>Utility/Meter Service Worker</u>	<u>PWU-08</u>	<u>34.40</u>	<u>35.26</u>	<u>36.14</u>	<u>37.04</u>	<u>37.97</u>	<u>38.92</u>	<u>39.89</u>	<u>40.89</u>	<u>41.91</u>	<u>42.96</u>	<u>44.03</u>	<u>45.13</u>	<u>46.26</u>	<u>47.42</u>	<u>48.61</u>	<u>49.83</u>
<u>Electrician</u>	<u>PWU-09</u>	<u>35.88</u>	<u>36.78</u>	<u>37.70</u>	<u>38.64</u>	<u>39.61</u>	<u>40.60</u>	<u>41.61</u>	<u>42.65</u>	<u>43.72</u>	<u>44.81</u>	<u>45.93</u>	<u>47.08</u>	<u>48.26</u>	<u>49.47</u>	<u>50.71</u>	<u>51.98</u>
<u>Team Leader/Acting Team Leader</u>	<u>PWU-10</u>	<u>36.10</u>	<u>37.00</u>	<u>37.92</u>	<u>38.87</u>	<u>39.84</u>	<u>40.84</u>	<u>41.86</u>	<u>42.91</u>	<u>43.98</u>	<u>45.08</u>	<u>46.21</u>	<u>47.37</u>	<u>48.55</u>	<u>49.76</u>	<u>51.00</u>	<u>52.28</u>
<u>Mechanic 2</u>	<u>PWU-11</u>	<u>36.36</u>	<u>37.27</u>	<u>38.20</u>	<u>39.15</u>	<u>40.13</u>	<u>41.13</u>	<u>42.16</u>	<u>43.21</u>	<u>44.29</u>	<u>45.40</u>	<u>46.53</u>	<u>47.69</u>	<u>48.88</u>	<u>50.10</u>	<u>51.35</u>	<u>52.63</u>
<u>Unassigned</u>	<u>PWU-12</u>	<u>37.01</u>	<u>37.94</u>	<u>38.89</u>	<u>39.86</u>	<u>40.86</u>	<u>41.88</u>	<u>42.93</u>	<u>44.00</u>	<u>45.10</u>	<u>46.23</u>	<u>47.39</u>	<u>48.57</u>	<u>49.78</u>	<u>51.02</u>	<u>52.30</u>	<u>53.61</u>

		2023 Hourly Rates															
Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
Mechanic Assistant	PWU-01	26.93	27.60	28.29	29.00	29.72	30.46	31.22	32.00	32.80	33.62	34.46	35.32	36.20	37.10	38.03	38.98
Supply Controller	PWU-02	27.40	28.08	28.78	29.50	30.24	31.00	31.78	32.57	33.38	34.21	35.07	35.95	36.85	37.77	38.71	39.68
Unassigned	PWU-03	27.40	28.09	28.79	29.51	30.25	31.01	31.79	32.58	33.39	34.22	35.08	35.96	36.86	37.78	38.72	39.69
Mechanic 1	PWU-04	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61	39.58	40.57	41.58	42.62

Unassigned	PWU-05	31.36	32.14	32.94	33.76	34.60	35.47	36.36	37.27	38.20	39.16	40.14	41.14	42.17	43.22	44.30	45.41
Maintenance Worker/Asst Bldg Eng.	PWU-06	31.43	32.22	33.03	33.86	34.71	35.58	36.47	37.38	38.31	39.27	40.25	41.26	42.29	43.35	44.43	45.54
Unassigned	PWU-07	31.85	32.65	33.47	34.31	35.17	36.05	36.95	37.87	38.82	39.79	40.78	41.80	42.85	43.92	45.02	46.15
Utility/Meter Service Worker	PWU-08	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81	46.96
Electrician	PWU-09	33.81	34.66	35.53	36.42	37.33	38.26	39.22	40.20	41.21	42.24	43.30	44.38	45.49	46.63	47.80	48.99
Team Leader/Acting Team Leader	PWU-10	34.02	34.87	35.74	36.63	37.55	38.49	39.45	40.44	41.45	42.49	43.55	44.64	45.76	46.90	48.07	49.27
Mechanic 2	PWU-11	34.24	35.10	35.98	36.88	37.80	38.75	39.72	40.71	41.73	42.77	43.84	44.94	46.06	47.21	48.39	49.60
Unassigned	PWU-12	34.90	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.52	43.58	44.67	45.79	46.93	48.10	49.30	50.53

		2026 Hourly Rates															
Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
Unassigned	PWU-01	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61	39.58	40.57	41.58	42.62
Unassigned	PWU-02	29.93	30.68	31.45	32.24	33.05	33.88	34.73	35.60	36.49	37.40	38.34	39.30	40.28	41.29	42.32	43.38
Unassigned	PWU-03	29.94	30.69	31.46	32.25	33.06	33.89	34.74	35.61	36.50	37.41	38.35	39.31	40.29	41.30	42.33	43.39
Mechanic Assistant	PWU-04	32.17	32.97	33.79	34.63	35.50	36.39	37.30	38.23	39.19	40.17	41.17	42.20	43.26	44.34	45.45	46.59
Unassigned	PWU-05	34.27	35.13	36.01	36.91	37.83	38.78	39.75	40.74	41.76	42.80	43.87	44.97	46.09	47.24	48.42	49.63
Maint. Worker/Asst Bldg Eng./Supply Controller	PWU-06	34.37	35.23	36.11	37.01	37.94	38.89	39.86	40.86	41.88	42.93	44.00	45.10	46.23	47.39	48.57	49.78
Unassigned	PWU-07	34.83	35.70	36.59	37.50	38.44	39.40	40.39	41.40	42.44	43.50	44.59	45.70	46.84	48.01	49.21	50.44
Utility/Meter Service Worker	PWU-08	35.45	36.34	37.25	38.18	39.13	40.11	41.11	42.14	43.19	44.27	45.38	46.51	47.67	48.86	50.08	51.33

<u>Electrician</u>	<u>PWU-09</u>	<u>36.97</u>	<u>37.89</u>	<u>38.84</u>	<u>39.81</u>	<u>40.81</u>	<u>41.83</u>	<u>42.88</u>	<u>43.95</u>	<u>45.05</u>	<u>46.18</u>	<u>47.33</u>	<u>48.51</u>	<u>49.72</u>	<u>50.96</u>	<u>52.23</u>	<u>53.54</u>
<u>Team Leader/Acting Team Leader</u>	<u>PWU-10</u>	<u>37.18</u>	<u>38.11</u>	<u>39.06</u>	<u>40.04</u>	<u>41.04</u>	<u>42.07</u>	<u>43.12</u>	<u>44.20</u>	<u>45.31</u>	<u>46.44</u>	<u>47.60</u>	<u>48.79</u>	<u>50.01</u>	<u>51.26</u>	<u>52.54</u>	<u>53.85</u>
<u>Mechanic 2</u>	<u>PWU-11</u>	<u>37.42</u>	<u>38.36</u>	<u>39.32</u>	<u>40.30</u>	<u>41.31</u>	<u>42.34</u>	<u>43.40</u>	<u>44.49</u>	<u>45.60</u>	<u>46.74</u>	<u>47.91</u>	<u>49.11</u>	<u>50.34</u>	<u>51.60</u>	<u>52.89</u>	<u>54.21</u>
<u>Unassigned</u>	<u>PWU-12</u>	<u>38.13</u>	<u>39.08</u>	<u>40.06</u>	<u>41.06</u>	<u>42.09</u>	<u>43.14</u>	<u>44.22</u>	<u>45.33</u>	<u>46.46</u>	<u>47.62</u>	<u>48.81</u>	<u>50.03</u>	<u>51.28</u>	<u>52.56</u>	<u>53.87</u>	<u>55.22</u>

		2024 Hourly Rates															
Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
<u>Mechanic Assistant</u>	<u>PWU-01</u>	<u>27.67</u>	<u>28.36</u>	<u>29.07</u>	<u>29.80</u>	<u>30.54</u>	<u>31.30</u>	<u>32.08</u>	<u>32.88</u>	<u>33.70</u>	<u>34.54</u>	<u>35.40</u>	<u>36.29</u>	<u>37.20</u>	<u>38.13</u>	<u>39.08</u>	<u>40.06</u>
<u>Supply Controller</u>	<u>PWU-02</u>	<u>28.15</u>	<u>28.85</u>	<u>29.57</u>	<u>30.31</u>	<u>31.07</u>	<u>31.85</u>	<u>32.65</u>	<u>33.47</u>	<u>34.31</u>	<u>35.17</u>	<u>36.05</u>	<u>36.95</u>	<u>37.87</u>	<u>38.82</u>	<u>39.79</u>	<u>40.78</u>
<u>Unassigned</u>	<u>PWU-03</u>	<u>28.16</u>	<u>28.86</u>	<u>29.58</u>	<u>30.32</u>	<u>31.08</u>	<u>31.86</u>	<u>32.66</u>	<u>33.48</u>	<u>34.32</u>	<u>35.18</u>	<u>36.06</u>	<u>36.96</u>	<u>37.88</u>	<u>38.83</u>	<u>39.80</u>	<u>40.79</u>
<u>Mechanic 1</u>	<u>PWU-04</u>	<u>30.24</u>	<u>31.00</u>	<u>31.78</u>	<u>32.57</u>	<u>33.38</u>	<u>34.21</u>	<u>35.07</u>	<u>35.95</u>	<u>36.85</u>	<u>37.77</u>	<u>38.71</u>	<u>39.68</u>	<u>40.67</u>	<u>41.69</u>	<u>42.73</u>	<u>43.80</u>
<u>Unassigned</u>	<u>PWU-05</u>	<u>32.20</u>	<u>33.01</u>	<u>33.84</u>	<u>34.69</u>	<u>35.56</u>	<u>36.45</u>	<u>37.36</u>	<u>38.29</u>	<u>39.25</u>	<u>40.23</u>	<u>41.24</u>	<u>42.27</u>	<u>43.33</u>	<u>44.41</u>	<u>45.52</u>	<u>46.66</u>
<u>Maintenance Worker/Asst Bldg Eng.</u>	<u>PWU-06</u>	<u>32.32</u>	<u>33.13</u>	<u>33.96</u>	<u>34.81</u>	<u>35.68</u>	<u>36.57</u>	<u>37.48</u>	<u>38.42</u>	<u>39.38</u>	<u>40.36</u>	<u>41.37</u>	<u>42.40</u>	<u>43.46</u>	<u>44.55</u>	<u>45.66</u>	<u>46.80</u>
<u>Unassigned</u>	<u>PWU-07</u>	<u>32.74</u>	<u>33.56</u>	<u>34.40</u>	<u>35.26</u>	<u>36.14</u>	<u>37.04</u>	<u>37.97</u>	<u>38.92</u>	<u>39.89</u>	<u>40.89</u>	<u>41.91</u>	<u>42.96</u>	<u>44.03</u>	<u>45.13</u>	<u>46.26</u>	<u>47.42</u>

Utility/Meter Service Worker	PWU-08	33.32	34.15	35.00	35.88	36.78	37.70	38.64	39.61	40.60	41.61	42.65	43.72	44.81	45.93	47.08	48.26
Electrician	PWU-09	34.75	35.62	36.51	37.42	38.36	39.32	40.30	41.31	42.34	43.40	44.49	45.60	46.74	47.91	49.11	50.34
Team Leader/Acting Team Leader	PWU-10	34.97	35.84	36.74	37.66	38.60	39.56	40.55	41.56	42.60	43.66	44.75	45.87	47.02	48.20	49.40	50.63
Mechanic-2	PWU-11	35.20	36.08	36.98	37.90	38.85	39.82	40.82	41.84	42.89	43.96	45.06	46.19	47.34	48.52	49.73	50.97
Unassigned	PWU-12	35.84	36.74	37.66	38.60	39.56	40.55	41.56	42.60	43.66	44.75	45.87	47.02	48.20	49.41	50.65	51.92

2027 Hourly Rates

Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16
Unassigned	PWU-01	30.30	31.06	31.84	32.64	33.46	34.30	35.16	36.04	36.94	37.86	38.81	39.78	40.77	41.79	42.83	43.90
Unassigned	PWU-02	30.87	31.64	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69
Unassigned	PWU-03	30.88	31.65	32.44	33.25	34.08	34.93	35.80	36.69	37.61	38.55	39.51	40.50	41.51	42.55	43.61	44.70
Mechanic Assistant	PWU-04	33.15	33.98	34.83	35.70	36.59	37.50	38.44	39.40	40.38	41.39	42.42	43.48	44.57	45.68	46.82	47.99
Unassigned	PWU-05	35.30	36.18	37.08	38.01	38.96	39.93	40.93	41.95	43.00	44.07	45.17	46.30	47.46	48.65	49.87	51.12
Maint. Worker/Asst Bldg Eng./Supply Controller	PWU-06	35.40	36.29	37.20	38.13	39.08	40.06	41.06	42.09	43.14	44.22	45.33	46.46	47.62	48.81	50.03	51.28
Unassigned	PWU-07	35.86	36.76	37.68	38.62	39.59	40.58	41.59	42.63	43.70	44.79	45.91	47.06	48.24	49.45	50.69	51.96
Utility/Meter Service Worker	PWU-08	36.50	37.41	38.35	39.31	40.29	41.30	42.33	43.39	44.47	45.58	46.72	47.89	49.09	50.32	51.58	52.87
Electrician	PWU-09	38.07	39.02	40.00	41.00	42.03	43.08	44.16	45.26	46.39	47.55	48.74	49.96	51.21	52.49	53.80	55.15
Team Leader/Acting Team Leader	PWU-10	38.28	39.24	40.22	41.23	42.26	43.32	44.40	45.51	46.65	47.82	49.02	50.25	51.51	52.80	54.12	55.47

Mechanic 2	PWU-11	38.57	39.53	40.52	41.53	42.57	43.63	44.72	45.84	46.99	48.16	49.36	50.59	51.85	53.15	54.48	55.84
Unassigned	PWU-12	39.26	40.24	41.25	42.28	43.34	44.42	45.53	46.67	47.84	49.04	50.27	51.53	52.82	54.14	55.49	56.88

APPENDIX B

LETTER OF UNDERSTANDING

The Village and Union agree that the practice of job completion and release will continue for snow plow operations for the length of this contract.

APPENDIX C
DRUG AND ALCOHOL POLICY

Consider a Resolution Approving the Collective Bargaining Agreement Between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC

BACKGROUND:

Palatine Firefighters Local No. 4588 provides union representation for Palatine's Fire Department represented employees. The current contract expired December 31, 2024.

KEY ISSUES:

- The following is a summary of the changes in this successor four-year (2025-2028) contract:
 - Wages:
 - Wages are based on the midpoint philosophy between the 3rd and 4th positions of our comparable communities.
 - 2025: Firefighter/Paramedics at 3.49%, Lieutenants at 4.26% and Captains at 5% above Lieutenant top pay.
 - January 2026: Firefighter/Paramedics at 3.47%, Lieutenants at 3.18% and Captains at 5% above Lieutenant top pay.
 - July 2026: Firefighter/Paramedics at .59%, Lieutenants at .47% and Captains at 5% above Lieutenant top pay.
 - 2027 & 2028: Wage re-opener.
 - Change in vacation time computation for years of service, with the addition of an extra day off per year after 25 years of service.
 - Other language clarifying a variety of subjects with mutual agreement.
- Members of Local 4588 ratified the terms of the contract on November 11, 2025.

BUDGET IMPACT:

2025 wages will be accounted for within the existing budget. 2026 to 2028 wages are consistent with the Village's financial planning models.

RECOMMENDATION:

Staff recommends approval of a resolution authorizing a collective bargaining agreement with Palatine Firefighter's Local No. 4588, International Association of Firefighters, AFL-CIO,CLC.

ACTION REQUIRED:

Motion to adopt the resolution approving the collective bargaining agreement between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC, and to authorize the Mayor and Village

Clerk to execute the agreement.

ATTACHMENTS:

1. Resolution- FF CBA 2025 to 2028
2. 2025-2028 PFD Contract for Packet

RESOLUTION NO. _____

**A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE VILLAGE OF PALATINE, ILLINOIS AND
PALATINE FIREFIGHTERS, LOCAL NO. 4588, INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS, AFL-CIO, CLC AND TO AUTHORIZE THE MAYOR AND CLERK
TO EXECUTE THE COLLECTIVE BARGAINING AGREEMENT**

WHEREAS, negotiations between the Village of Palatine and Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC have resulted in the proposed Collective Bargaining Agreement resulting therefrom, a copy of which is attached hereto and incorporated by reference hereof; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Village Council of the Village of Palatine, that said Agreement for certain employees within the Village of Palatine Fire Department, be hereby approved; and

BE IT FURTHER RESOLVED, that the Mayor and Village Clerk of the Village of Palatine be hereby authorized and directed to execute said Agreement on behalf of the Village Council and that it be appropriately filed with the Illinois State Labor Relations Board.

ADOPTED: This _____ day of _____, 2025.

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

Mayor of the Village of Palatine

ATTESTED and FILED in the Office of the Village Clerk

this _____ day of _____, 2025.

Village Clerk

AGREEMENT

Between

VILLAGE OF PALATINE, ILLINOIS

And

**PALATINE FIREFIGHTERS,
LOCAL NO. 4588, INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS, AFL-CIO, CLC**

January 1, 2025 through December 31, 2028

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ARTICLE I
PREAMBLE

This Agreement is entered into by the Village of Palatine, Illinois (hereinafter referred to as the “Employer” or the “Village”), and the Palatine Firefighters, Local No. 4588 of the International Association of Firefighters, AFL-CIO, CLC (hereinafter referred to as the “Union”).

It is the purpose of this Agreement to achieve and maintain harmonious relations between the Village and the Union, to establish proper standards of wages, hours, and other terms and conditions of employment, and to provide for the equitable and peaceful adjustments of differences which may arise between the parties.

ARTICLE II

RECOGNITION

The Village hereby recognizes the Union as the sole and exclusive collective bargaining representative for the purpose of establishing and administering a written labor agreement covering wages, rates of pay, hours of labor, and all other terms and conditions of employment for a bargaining unit consisting of:

All full-time sworn Fire Captains, Fire Lieutenants, Firefighter/Paramedics, Firefighter/EMTs and Probationary Firefighters in the Village of Palatine below the rank of Battalion Chief.

Excluded are all other employees, including but not limited to Chief, Deputy Chiefs, Division Chief, Battalion Chiefs, Fire Marshal, civilian Fire Inspectors, Emergency Management Coordinator, Emergency Management Volunteer Coordinator, and all Executive, Supervisory, Managerial, Professional, and Confidential employees as defined by the Labor Relations Act, and all other employees of the Fire Department and the Village of Palatine.

ARTICLE III

NON-DISCRIMINATION

Section 3.1. Discrimination Prohibited.

The Village and the Union agree that they will not discriminate against any person with respect to Union membership or non-membership, age, sex, marital status, race, creed, national origin, religion, disability or political affiliation in violation of State or Federal Law.

Section 3.2. Gender.

Whenever a specific gender is used in this Agreement, it shall be construed to include both male and female employees.

Section 3.3. Duty to Fair Representation.

The Union recognizes its responsibility as bargaining agent and agrees to fairly represent all employees in the bargaining unit whether or not they are members of the Union without discrimination, interference, restraint or coercion.

Section 3.4. Union Activities.

There shall be no discrimination, interference, restraint, or coercion by the Employer against an employee for his/her activity on behalf of, or membership in, the Union.

Section 3.5. Compliance with ADA/ADEA.

It is recognized that the Employer must comply with the statutory provisions of the Americans with Disabilities Act (ADA) and the Age Discrimination in Employment Act (ADEA). Should the Employer need to change any current policy or practice in order to comply with the provisions of ADA or ADEA, the Employer will provide to the Union notice of any change within fourteen (14) days of its implementation.

ARTICLE IV

UNION SECURITY AND RIGHTS

Section 4.1. Dues Checkoff.

While this Agreement is in effect, the Village shall deduct from each employee's paycheck once each pay period the uniform, regular union dues, in the amount certified to be current by the Union for each employee in the bargaining unit who has filed with the Village a voluntary, effective checkoff authorization as set forth in **APPENDIX E** of this Agreement. Total deductions collected for each pay period shall be remitted by the Village to the Union together with a list of employees for whom deductions have been made not later than ten (10) calendar days after the deduction is made.

A Union member desiring to revoke the dues checkoff may do so by written notice to the Village and the Union at any time. Dues shall be withheld and remitted to the Treasurer of the Union unless or until such time as the Village receives a notice of revocation of dues checkoff from an employee, or notice of an employee's death, transfer from covered employment, termination of covered employment, or when there are insufficient funds available in the employee's earnings after withholding all other legal and required deductions. Deductions shall cease at such time as a strike or work stoppage occurs in violation of ARTICLE XI (No Strike-No Lockout).

The actual dues amount to be deducted shall be uniform in dollar amount for each employee in order to ease the Employer's burden of administering this provision. The Union may change the fixed uniform dollar amount once each calendar year during the life of this Agreement, unless additional changes are mutually agreed upon by both parties. The Union will give the Village thirty (30) calendar days notice of any such change in the amount of uniform dues to be deducted, unless a lesser time is mutually agreed upon by both parties.

If the employee has no earnings due for that period, the Union shall be responsible for collection of dues. The Union agrees to refund to the employee any amounts paid in error on account of this dues deduction provision.

Section 4.2. Indemnification.

The Union shall indemnify, defend and hold harmless the Village, its officials, representatives and agents against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by the Village in complying with the provisions of this Article. The Village shall give immediate notice of the action in writing to the Union and shall permit the Union intervention as a party if it so desires; and the Village shall give full and complete cooperation to the Union and its counsel in securing and giving evidence, obtaining witnesses, and making relevant information available to both and at all appellate levels. If an improper deduction is made, the Union shall refund directly to the employee any such amount.

Section 4.3. Union Meeting Attendance.

The Village shall allow on-duty personnel assigned to the station at which the Union meeting is being held, plus one unit from each station which is in a contiguous district to the station at which the meeting is held, to attend Union meetings at which voting for a ratification of a Village/Union

contract is conducted, so long as those units remain in service and are first due. For all other Union meetings, the Village will allow the use of Village facilities, and only on-duty personnel assigned to the station at which such meeting is being held may attend, so long as such personnel remain in service and are first due. In addition, the parties shall cooperate in the use of video conferencing or other equivalent technology, in lieu of the attendance of on-duty personnel from other stations.

Section 4.4. Bulletin Boards and Mail Boxes

The Village shall permit the Union President or his designee to share one of the existing bulletin boards, which shall be no less than three feet by four feet (3' x 4'), in each fire station in an approved location readily visible to the Union members. The Union will limit the posting of Union notices to such bulletin boards and shall be responsible for maintaining its share of bulletin boards. All postings on the Union bulletin boards shall be non-political (i.e., non-partisan and not in support of a specific political candidate or candidates), non-abusive, non-inflammatory, non-defamatory, and non-discriminatory.

In addition, the Union President or his designee can place Union materials in the mail boxes (including electronic mail) of members of the bargaining unit, provided that the exercise of this privilege shall comply with the Electronic Communications Policy of the Village of Palatine and will not interfere with normal Fire Department operations and shall be at no cost to the Village.

ARTICLE V
UNION OFFICERS AND NOTIFICATION

Section 5.1. Union Officers and Notification to the Union.

For purposes of this Agreement, the term “Union Officers” shall refer to the duly elected representatives whose names and positions shall be provided to the Village. All written notifications to the Union shall either be electronically mailed, hand delivered to the Union President or Secretary while they are on duty or mailed to: P.O. Box 204, Palatine, Illinois 60078-0204.

Section 5.2. Notification to the Village.

All written notifications to the Village shall be either electronically mailed, hand delivered to the Fire Chief or his designee in his absence or mailed to: Village Manager, Village of Palatine, 200 E. Wood St., Palatine, Illinois 60067.

ARTICLE VI

MANAGEMENT RIGHTS

It is understood and agreed that the Village retains all rights and authority as authorized under the Constitution and Statutes of Illinois to operate and direct the employees of the Village and its various departments in all respects including, but not limited to, all rights and authority exercised by the Village consistent with such Constitutional and statutory authority prior to the execution of this Agreement, except as expressly modified in this Agreement. These rights include, but are not limited to the right:

1. to determine the Department's mission and policies and to establish all standards of service to be offered to the public;
2. to plan, direct, schedule, control and determine the operations or services to be conducted by employees of the Village and to change them from time to time;
3. to determine the methods, means, and/or number of personnel needed to carry out the Department mission;
4. to direct the working forces and establish productivity standards;
5. to hire, assign and/or transfer employees within the Department or to other duties or functions;
6. to promote, subject to the requirements of the FDPA 50 ILCS 742/1 et seq., and discipline employees and to suspend and discharge employees for just cause;
7. to layoff or relieve employees due to lack of work or funds or for other legitimate reasons;
8. to make, publish and enforce rules and regulations, including residency, and to change such rules from time to time as circumstances warrant;
9. to introduce new or improved methods, equipment or facilities;
10. to contract out for goods or services subject to the requirements of 65 ILCS 5/10-2.1-4 of the Municipal Code effective as of June 1, 2008;
11. to take any and all actions as may be necessary to carry out the mission of the Village and the Fire Department.

If in the reasonable discretion of the Mayor and Village Council or Village Manager, it is determined that extreme civil emergency conditions exist, including but not limited to riots, civil disorders, tornado conditions, floods, or other similar catastrophes, the provisions of this Agreement that may impair or interfere with the Village's ability to respond most effectively to the emergency (including but not limited to scheduled vacations, overtime recall procedures, and regular work schedules) may be suspended by the Mayor or the Village Manager during the time of the declared emergency, provided that wage rate and monetary fringe benefits shall not be suspended. Should an emergency arise, the Village Manager or his designee shall immediately

advise the President of the Union or the next highest officer of the Union of the nature of the emergency. The Village Manager or his designee shall follow up said advice in writing as soon thereafter as practicable and shall forward said written notice to the President of the Union.

The authority and powers of the Fire and Police Commission of the Village in effect on January 1, 2008 and as authorized by law, and subject to the provisions of 50 ILCS 742/1 et seq. and Section 10-2.1-4 of the Illinois Municipal Code (65 ILCS 5/10-2.1-4) effective as of June 1, 2008, shall remain in full force and effect, unless modified by the provisions of this Agreement, and in the event of any conflict, the terms of this Agreement shall take precedence in accordance with the requirements of the IPLRA generally, and Article 1615 specifically.

ARTICLE VII

PROBATION

Section 7.1. Probationary Period.

Upon hire, bargaining unit members shall be required to serve a probationary period. The probationary period is defined as twelve (12) months of work, as determined by statute, beginning with the employee's last date of hire. The probationary period shall not be extended except for purposes of obtaining EMT-P/Paramedic Licensure, or for a leave of absence in excess of thirty (30) days. The extension of probation for a leave of absence will not reduce the twelve month period the employee has to successfully complete EMT-P/Paramedic certification. Every reasonable attempt will be made by the Fire Department to schedule classes necessary for required certifications within twelve (12) months of an employee's date of hire. Time absent from duty that is not credited for seniority purposes shall not apply toward satisfaction of the probationary period. During an employee's probationary period, the employee may be terminated without cause at the sole discretion of the Village. If the probationary period is extended beyond the initial twelve (12) months for EMT-P/Paramedic Licensure, the only termination that may occur without cause must be for failing to meet the requirements of EMT-P/Paramedic certification. Such probationary employee shall have no recourse to the grievance procedure or to the Board of Fire and Police Commissioners to contest such a termination.

Section 7.2. Restrictions on Probationary Employees.

Probationary employees shall be restricted from duty trades, hire-backs, and force backs until after completion of the Department's Driver Training Program, provided that the Village provides sufficient opportunity to complete the program within the first six (6) months of employment.

Probationary employees shall be restricted from taking leave time (which shall not include mandatory Work Reduction Days) within the first six (6) months of employment. Exceptions for unusual circumstances may be granted by the Fire Chief or his designee.

ARTICLE VIII

DISCIPLINE AND DISCHARGE

Section 8.1. Discipline.

Employees shall be disciplined and discharged only for just cause. As a general rule, the Employer will follow principles of progressive and corrective discipline, with the first assessment based on the seriousness of the offense. Nothing contained in this Agreement shall prohibit the Employer from using a more severe measure, including discharge, when the offense indicates a substantial shortcoming of the employee that renders the continuation of employment of the employee in some way detrimental to the Employer, or to the public. Where the Employer believes just cause exists to institute disciplinary action, the Employer shall choose from the following options:

1. Oral reprimand;
2. Written reprimand;
3. Suspension;
4. Discharge.

The employee may file a written reply to any reprimand. Except for oral reprimands, a grievance may be filed as to disciplinary actions instituted against an employee, in accordance with the procedures set forth in ARTICLE X of this Agreement. Letters of documentation and oral reprimands recorded in the employee's personnel files shall not be used after twelve (12) months to justify subsequent disciplinary action and shall be removed from the employee's file. Written reprimands recorded in the employee's personnel file shall not be used after twenty-four (24) months to justify subsequent disciplinary action and shall be removed from the employee's file, provided there has been no additional disciplinary action issued to the employee during such twenty-four (24) month period. However, such written record may be retained by the Village in another file, to be utilized in any judicial or administrative proceedings which shall not include grievance arbitration proceedings. Bargaining unit members who are working part-time in another position/job/assignment for the Village shall have separate files for discipline in each position/job/assignment, and such files shall have no impact or effect on one another. In addition, conduct occurring while assigned to the secondary position/job/assignment shall not impact incentive programs available under this Agreement (e.g., sick call would not affect buy-back program).

Section 8.2. Notice and Investigations.

All disciplinary investigations shall comply with the Firemen's Disciplinary Act (50 ILCS 745/1 *et seq.*). Employees shall be entitled to request to have a Union representative present at all investigatory interviews with the Employer which the employee reasonably believes could lead to discipline of the employee or another employee, and such requests shall not be denied. The Employer may carry on its inquiry without interviewing the employee. The imposition of discipline will be performed in a reasonable and timely manner and, where possible, shall be issued to the employee in private, in order to prevent the employee from being unduly embarrassed.

A copy of all letters of documentation and disciplinary notices of bargaining unit members shall be provided to the Union.

Section 8.3. Discipline by the Fire Chief.

If the discipline is within the authority of the Fire Chief (oral reprimands, written reprimands, or suspensions of not more than five (5) consecutive calendar days), the following steps will apply:

1. The Fire Chief shall serve a written notice of the reprimand or suspension to the employee involved and submit a copy to a Union steward.
2. Upon receipt of the notice, if the employee seeks to appeal the disciplinary action (excluding oral reprimands), the Union may file a written grievance within the time limits provided in ARTICLE X of this Agreement Step 1 (*i.e.*, fourteen (14) calendar days after the service of the Chief's notice upon the employee). If the Union decides to file a grievance, and if the discipline is sustained by an arbitrator's decision, neither the Union nor the employee shall have any further right to contest such discipline before the Board of Fire and Police Commissioners. If the Union decides not to file a grievance, and the discipline issued was a suspension of five (5) calendar days or less, the employee may file an appeal with the Board of Fire and Police Commissioners within the same time limits (*i.e.*, fourteen (14) calendar days after the service of the Chief's notice upon the employee). The employee shall have no other option to use the grievance/arbitration procedure regarding that discipline, if the Union has declined to file a grievance. Selection by the Union or employee of one process shall constitute a waiver of the other.

Section 8.4. Suspensions Over Five (5) Calendar Days or Discharge.

If the discipline proposed is beyond the authority of the Fire Chief and within the authority of the Board of Fire and Police Commissioners, the following steps will apply:

1. The Fire Chief shall serve a written notice of the proposed discipline to the employee involved and submit a copy to a Union steward.
2. Upon receipt of the notice, if the employee seeks to appeal the disciplinary action (excluding oral reprimands), the Union may file a written grievance within nine (9) calendar days after the service of the Chief's notice upon the employee. In the event that a grievance(s) would be due on a day the administrative offices are closed, the deadline for the grievance(s) will be extended to the next day the administrative offices are open. If the Union decides to file a grievance, the hearing before the Commission shall be waived and the Commission shall enter the discipline requested by the Fire Chief, without the need to provide an evidentiary basis to the Commission. The Commission's order shall be grieved in accordance with Step 3 of the grievance procedure set forth in ARTICLE X of this Agreement. Pending arbitration of the grievance, the Fire Chief may immediately implement the penalty requested by the Chief and ordered by the Commission. Neither the Union nor the employee shall have any further rights to contest such charges and penalty before the Board of Fire and Police Commissioners, but their exclusive remedy shall be via the grievance and arbitration procedure set forth in ARTICLE X of this Agreement.

If the Union decides not to file a grievance within the nine (9) calendar day period provided above, the Fire Chief may proceed with filing charges before the Board of Fire and Police Commissioners, and the employee may contest such charges before the Board of Fire and Police Commissioners, but shall have no other option to use the grievance/arbitration procedure for that discipline.

ARTICLE IX

DRUG AND ALCOHOL TESTING

Section 9.1. Statement of Policy.

It is the policy of the Village of Palatine that the public has the reasonable right to expect persons employed by the Village to be free from the effects of drugs and alcohol. The Village, as the employer, has the right to expect its employees to report for work fit and able for duty. The purposes of this policy shall be achieved in such manner as not to violate any established rights of the employee.

Section 9.2. Prohibitions.

To ensure a safe work environment, employees shall be prohibited from:

1. consuming alcohol or possessing open alcohol during the work day or anywhere on any Village premises or job sites, including all Village buildings, properties, vehicles and the employee's personal vehicle while engaged in Village business;
2. illegally selling, purchasing or delivering any illegal drug (unless in accordance with duty requirements) during the work day or on the employer's premises;
3. being under the influence of alcohol or illegal drugs during the course of the work day;
4. failing to report to their supervisor any known adverse side effects of medication or prescription drugs which they are taking.

The use of prescribed drugs or commercially available over-the-counter drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner that does not endanger the employee or other individuals in the workplace.

Section 9.3. Drug and Alcohol Testing Permitted.

Where the Village has reasonable suspicion to believe that an employee is under the influence of alcohol or illegal drugs during the course of the work day, the Village shall have the right to require the employee to submit to alcohol or drug testing.

All issues relating to the drug and alcohol testing process (e.g., whether there is reasonable suspicion for ordering an employee to undertake a test, whether a proper chain of custody has been maintained, etc.) may be grieved in accordance with the grievance and arbitration procedure set forth in this Agreement. The employee's right to grievance does not alleviate the employee's obligation to submit to testing in a timely way.

Section 9.4. Order to Take Test.

The Employer shall provide the employee at the time he or she is ordered to submit to testing with a written notice of the order, setting forth the facts and inferences upon which the Employer bases its conclusion of reasonable suspicion. The employee shall have the right to consult with a Union

representative and/or counsel prior to any questioning. Refusal to comply with the order to test may subject the employee to discipline, but the taking of a test shall not operate to waive any objection or rights the employee may have. The employee shall be placed on Administrative Leave with pay during the pendency of any testing procedure.

Section 9.5. Tests to be Conducted.

The Village shall use only licensed clinical laboratories for such testing and shall be responsible for maintaining a proper chain of custody. The employer shall establish a chain of custody procedure to ensure the integrity of samples and test results, and shall not permit the employee or any other bargaining unit member to be a part of such chain. Sufficient samples shall be collected so as to permit an initial test, a confirmatory test, and a subsequent test to be arranged at a facility of the employee's choosing. If the first test results in a positive finding, a confirmatory test shall be conducted. Confirmatory testing shall be by gas chromatography, plus mass spectrometry (GC/MS) or an equivalent scientifically accurate test. A portion of the tested sample shall be retained by the laboratory so that the employee may arrange for another confirmatory test (GC/MS or a scientifically accurate equivalent) to be conducted by a licensed clinical laboratory of the employee's choosing and at the employee's expense.

Section 9.6. Results.

The employer shall only be notified in the event that a sample has tested positive for a particular drug or alcohol on both the initial and confirmatory test, and any information otherwise coming into the possession or the knowledge of the Employer shall not be used in any manner or forum adverse to the employee's interests. The employee shall receive a copy of all test results, information, documents and other reports received by the Employer.

Section 9.7. Voluntary Requests for Assistance.

Voluntary requests for assistance with drug and/or alcohol problems (i.e., where no test has been given pursuant to the foregoing provisions) shall be held strictly confidential by the Village and no one in the Fire Department shall be informed of any such request or any treatment that may be given unless the employee consents to the release of any such information, except that the Fire Chief and/or Deputy Fire Chief may be informed of the request for assistance when necessary to accommodate scheduling needs or when deemed necessary by the professional providing the assistance. No adverse employment action shall be taken in any manner or forum against any employee who voluntarily seeks assistance for alcohol or prescription drug related problems, other than the Employer may temporarily reassign an employee if he is unfit for duty in his current assignment. All such requests shall be held strictly confidential.

Section 9.8. Discipline.

In the first instance an employee tests positive as outlined in Section 9.6 (Results) on a drug or alcohol test, the employee may be subject to disciplinary action up to and including termination. If the employee is not discharged, as a condition of continued employment, the employee shall be required to participate in an appropriate treatment program determined by his physician, discontinue his use of prohibited drugs or abuse of alcohol, and be required to submit to random testing as directed by his counselors in an appropriate after care program. Employees who do not comply with the conditions of this Section, or who test positive for the second time, shall be subject

to dismissal. Employees unfit to perform reasonable duties to which they may be assigned during the period of their treatment and after care, shall be permitted to take accumulated time off upon request for the period of counseling and after care.

Any evidence concerning test results which is obtained in violation of the standards contained in this Article shall not be admissible in any disciplinary proceedings involving the employee.

ARTICLE X

GRIEVANCE PROCEDURE

Section 10.1. Definition of a Grievance.

A “grievance” is defined as a complaint arising under and during the term of this Agreement raised by an employee and the Union against the Village alleging that there has been a violation, misinterpretation or misapplication of an express written provision of this Agreement. Oral reprimands are not subject to the grievance procedure; written reprimands are subject to the grievance procedure only through Step 3, Village Manager. In the event that a grievance(s) would be due on a day the administrative offices are closed, the deadline for the grievance(s) will be extended to the next day the administrative offices are open.

Section 10.2. Procedure.

The parties acknowledge that it is usually most desirable for an employee and his immediate supervisor to resolve problems through free and informal communications. If, however, the informal process does not resolve the matter, a grievance shall be processed as follows:

In order to officially file a grievance under this Article, the grievance must be reduced to writing and submitted in a timely fashion on a mutually agreeable grievance form. The grievance shall contain a complete statement of the facts, the provision or provisions of this Agreement which are alleged to have been violated, and the specific relief requested. It is understood that the Union shall retain the right to exercise its discretion to refuse to process unmeritorious grievances.

It is to the benefit of both parties that issues falling under the jurisdiction of this provision be raised and settled in a timely fashion. Consequently, the steps and time limits as stated in this Section shall be followed. If a grievance is not presented by the employee and the Union within the time limits set below, it shall be considered waived and may not be further pursued by either the employee or the Union.

Step 1: **Battalion Chief** – Within fourteen (14) calendar days after the occurrence of the event first giving rise to the grievance or within fourteen (14) calendar days of when the grievant should have reasonably become aware of the first event giving rise to the grievance, the Union shall file a written grievance with the Battalion Chief/Acting Shift Commander. The grievant and/or the Union representative shall discuss the subject of the grievance with the Battalion Chief/Acting Shift Commander and may present written statements. Such discussion shall be within seven (7) calendar days of the Battalion Chief/Acting Shift Commander receiving the completed Grievance form. If the Battalion Chief/Acting Shift Commander does not provide a written or verbal response within seven (7) calendar days following the Step 1 discussion, the grievant and Union representative may proceed to Step 2. The failure of the Battalion Chief/Acting Shift Commander to reply in writing within the time limit shall be deemed a denial of the grievance. Initialing the Grievance form by both parties as “Resolved” shall constitute an adequate written reply.

Step 2: Fire Chief – If the grievance is not settled at Step 1, the Union may appeal the grievance to the Fire Chief not later than seven (7) calendar days after the Battalion Chief/Acting Shift Commander gave or should have given his answer. The Fire Chief or his designee may meet with the grievant and/or the Union representative(s) if requested in an effort to resolve the grievance but, in any event, shall reply to the grievance in writing within seven (7) calendar days after the date the written grievance was received by him/her. The failure of the Fire Chief or his designee to reply in writing within the time limit shall be deemed a denial of the grievance. Initialing the grievance form by both parties as “Resolved” shall constitute an adequate written reply.

Step 3: Village Manager – If the grievance is not settled in Step 2, the Union may appeal the grievance to the Village Manager, or to his/her designated representative, not later than seven (7) calendar days after the Fire Chief replied or should have replied to the grievance. The Village Manager, or his/her representative, will make such investigation of the facts and circumstances as he deems necessary and shall give his/her written answer to the grievance within twenty-one (21) calendar days after it was received by him/her. The failure of the Village Manager or his designee to reply in writing within the time limit shall be deemed a denial of the grievance. Initialing the grievance form by both parties as “Resolved” shall constitute an adequate written reply.

Step 4: Arbitration – If the grievance is not resolved in Step 3, only the Union may refer the grievance to arbitration, as described below, by providing written notice to the Village Manager within fifteen (15) calendar days after the Village Manager’s written answer as provided at Step 3 is received or is due (whichever is sooner).

- (a) During the pendency of grievance arbitration, the parties may agree to participate in grievance mediation through the Federal Mediation and Conciliation Service (FMCS).
- (b) If the parties fail to agree upon an Arbitrator within ten (10) business days after the receipt of the written request to arbitrate, either or both parties shall request the Federal Mediation and Conciliation Service (FMCS) to submit simultaneously to both parties an identical list of seven (7) names of persons from their grievance arbitration panel, who are members of the National Academy of Arbitrators and are residents of Illinois or Wisconsin. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Both the employer and the Union shall have the right to strike three (3) names from the list. The parties by a toss of a coin shall determine which party shall first strike one (1) name, the other party shall then strike one (1) name. The process will be repeated twice and the remaining named person shall be the arbitrator. FMCS shall be notified by the parties of the name of the selected arbitrator, who shall be notified by the FMCS of his/her selection and request the scheduling of a mutually agreeable date for the commencement of the arbitration hearing(s).

- (c) The Village and the Union shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and the Union retain the right to employ legal counsel.
- (d) The arbitrator shall submit his/her decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.
- (e) More than one grievance may be submitted to the same arbitrator only if both parties mutually agree to do so in writing.
- (f) The fees and expenses of the arbitrator shall be divided equally by the parties. All other costs, including the cost for a court reporter and transcript if desired by either party, shall be paid by the party which incurs such costs. If a court reporter and transcript is ordered by one party, the other party may obtain a copy of the transcript by agreeing to split the cost for the court reporter and transcript.

Section 10.3. Limitations on the Authority of the Arbitrator.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement during or as part of the arbitrator's decision. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation or a misinterpretation of a specific provision(s) of the Agreement, as well as determining the appropriate remedy, if applicable. The arbitrator shall have no authority to render a decision on any issue not raised during the processing of the grievance at the steps prior to arbitration. The arbitrator shall be without power to make any decision or award which is contrary or inconsistent with, in any way, this Agreement or applicable laws (subject to the provisions of Section 15 of the IPLRA). The decision of the arbitrator rendered in accordance with this Section shall be final and binding on the Union, the employees covered by this Agreement and the Employer.

Section 10.4. Multiple Grievants.

Any grievance filed by the Union that relates to Union rights or filed for more than one employee shall bypass Step 1 and proceed directly to Step 2, provided however, that the time limits for Step 1 apply. All other conditions, time limits and constraints as were applied at previous steps shall apply. In cases where a grievance relates to Union rights, the form will list "Union" as Grievant and will not require the signature of a Grievant. In cases where a grievance is filed for more than one employee, the form will list "Multiple" as Grievant, and list the individuals involved, or the name of the group involved (e.g. "specialty team members") within the subject of the grievance but will not require the signature of a Grievant.

Section 10.5. Attendance at Grievance Meetings.

The grievant(s) and Union shall be given reasonable notice of any meetings called by the employer. Whenever practicable, the employer will schedule grievance meetings during the work shift of the grievant(s). The grievant(s) and at least one Union representative who works on the same shift shall be permitted to attend the meeting without loss of pay.

ARTICLE XI
NO STRIKE/NO LOCKOUT

Section 11.1. No Strike.

Neither the Union nor any officers, agents or employees covered by this Agreement will instigate, call, authorize, promote, sponsor, engage in, sanction or condone any strike, sympathy strike, slowdown, sit-down, concerted stoppage of work, concerted refusal to perform mandatory overtime, mass resignations or mass absenteeism against the Employer during the term of this Agreement, regardless of the reason for so doing.

Section 11.2. Picketing.

Neither the Union nor any employee covered by this Agreement shall refuse to cross any picket line, by whomever, established during their work time or in the performance of their duties. Employees shall not engage in picketing either while in uniform, or while on duty or at any Village building, facility, or worksite.

Section 11.3. No Lockout.

The Village will not lock out any employees during the term of this Agreement as a result of a labor dispute with the Union.

Section 11.4. Judicial Restraint.

Nothing contained herein shall preclude the Village or the Union from obtaining judicial restraint and damages in the event the other party violates this Article.

Section 11.5. Discipline of Strikers.

In the event of a violation of this Article, the Union agrees to inform its members of their obligation under this Agreement and to direct them to return to work. Any employee who violates the provisions of this Article may be subject to discipline, up to and including termination.

ARTICLE XII
LABOR MANAGEMENT MEETINGS

Section 12.1. Meeting Request.

The Village and the Union recognize the need to communicate on a regular basis throughout the term of this Agreement. In order to facilitate an open and candid exchange of information, the Fire Chief and the Union President and/or their designees shall meet at least quarterly, generally during the first full week in the months of February, May, September, and December unless a change is requested by either party or a cancellation is mutually agreed upon. The parties will agree on an agenda at least three days prior to the date of the meeting. Additional meetings may be requested in advance by either party by placing in writing a request to the other for a “labor-management meeting” and expressly providing the agenda for such meeting. Such meetings and locations when mutually agreed upon shall be limited only to agenda items.

Section 12.2. Content.

Such meetings shall be limited to:

- (a) discussion on the implementation and general administration of the Agreement;
- (b) a sharing of general information of interest to the parties;
- (c) notifying the Union of changes in non-bargaining conditions of employment contemplated by the Village which may affect employees; and
- (d) other mutually agreed upon topics.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be considered at labor-management meetings, nor shall negotiations for the purpose of altering any or all of the terms of this Agreement be carried on at such meetings.

Section 12.3. Attendance.

Up to three (3) bargaining unit employees scheduled to work shall notify the Fire Chief or his designee prior to attendance at a labor-management meeting, and the employee(s) shall be permitted to attend the labor-management meeting during his regular hours of work with no loss of pay, subject to being available for emergency responses. All bargaining unit employees who attend labor-management meetings when they are not scheduled to work shall not receive compensation from the Village for their attendance at such labor-management meetings.

ARTICLE XIII SENIORITY

Section 13.1. Definition.

For the purpose of this Agreement, unless otherwise provided herein, seniority shall be defined as an employee's length of continuous full time service with the Village as a sworn and commissioned firefighter since his last date of hire, less any deductions due to layoffs, leaves of absence without pay, leaves on disability pension or other non-paid breaks in service, unless otherwise noted herein or provided by law. Any Village employee entering the bargaining unit from another Village department shall maintain any benefit-rights earned in regards to longevity pay, vacation allowance, and sick time accumulation. Seniority shall accumulate during all authorized paid leaves of absence. Seniority shall not accumulate from the first day of an authorized unpaid leave of absence or layoff of thirty (30) calendar days or more.

If more than one person is hired on the same day, seniority preference will be established by final eligibility as posted on the official eligibility list by the Palatine Fire and Police Commission.

Section 13.2. Seniority List.

On or about October 1 of each year, the Village will post a current seniority list of all sworn employees setting forth each employee's seniority date. The Village shall not be responsible for any errors in the seniority list unless such errors are brought to the attention of the Village in writing within fourteen (14) calendar days after the list is posted.

Section 13.3. Layoff.

The Village, in its sole discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off in the order of reverse seniority.

Section 13.4. Recall.

Employees who are laid off shall be placed on a recall list for a period of twenty-four (24) months. If there is a recall, employees who are still on the recall list shall be recalled in the reverse order of their layoff, subject to passing a Village-ordered physical examination to determine current fitness to perform the work to which they are recalled. As a condition of being recalled and reinstated, an employee must obtain all required certifications and licenses at the earliest opportunity, but not later than twenty-four (24) months from the date of reinstatement. With respect to Captains and Lieutenants, the requirement for certifications and licenses may be waived at the discretion of the Fire Chief.

Employees who are eligible for recall shall be given thirty (30) calendar days notice of their intended recall date (with the first of the thirty (30) days being the date the notice to the employee is postmarked). The notice of recall shall be sent to the employee by certified mail, return receipt requested, with a copy to the Union President. The employee must notify the Fire Chief or his designee in writing of his intention to return to work within seven (7) calendar days after receiving notice of recall. If the employee fails to notify the Fire Chief or his designee in writing of his intention to return within the time provided or fails to report for duty on the recall date as set by

the Village, the employee shall forfeit all recall rights and his name shall be removed from the recall list. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Fire Chief or his designee with his latest mailing address. If the Village has not received confirmation that the employee has received the recall notice within fourteen (14) calendar days of mailing a properly addressed notice of recall, the employee's name shall be removed from the recall list.

Section 13.5. Employees Returning from Disability Leave.

An employee reinstated from a previous duty or non-duty disability pension leave must obtain all required certifications and licenses at the earliest opportunity, but not later than twenty-four (24) months from reinstatement.

Section 13.6. Termination of Seniority.

Seniority for all purposes and the employment relationship shall be terminated, if the employee:

- (i) quits;
- (ii) is discharged for cause (a probationary employee need not be discharged for cause);
- (iii) retires or is retired, subject to statutory reinstatement rights;
- (iv) fails to report to work at the conclusion of an authorized leave of absence, layoff or vacation, except due to circumstances beyond the control of the employee;
- (v) is laid off and fails to respond to a notice of recall within seven (7) calendar days after receiving notice of recall or fails to report for work at the time prescribed in the notice of recall, or does not otherwise timely respond to a notice of recall as provided in Section 13.4 of this Article;
- (vi) is laid off or otherwise does not perform bargaining unit work for the Village for a period in excess of twenty-four months, subject to statutory reinstatement rights. Military leave is subject to federal regulation.

ARTICLE XIV HOURS OF WORK AND OVERTIME

Section 14.1. Application of Article.

This Article is intended only as a basis for calculating overtime payments, and nothing in this Agreement shall be construed as a guarantee of hours of work per shift, per week, per work period, or any other period of time.

Section 14.2. Normal Work Period and Workday.

- (a) Generally. The normal workday in a normal workweek for 24-hour employees shall be 24 consecutive hours of work (1 shift) followed by 48 consecutive hours off (2 shifts). The normal workday for 24-hour employees shall begin and end at 8:00 a.m. The normal workweek shall average 50.15 hours. The normal work cycle for employees assigned to 24-hour shifts shall be 19 days.

Absent emergency circumstances, employees shall not be scheduled to work more than 48 consecutive shift hours unless given permission or approval of the Fire Chief or his designee.

- (b) Work Reduction Days. Employees shall be entitled to use thirteen (13) work reduction days per calendar year. Work reduction days shall not rollover from year to year with the exception of the first year of employment. The employee shall execute an agreement which shall authorize the Village to withhold from the employee's compensation any amount needed to reimburse the Village for any work reduction days that he/she uses prior to being entitled to the days if the employee separates from service with the Village. In accordance with the Fair Labor Standards Act, Work Reduction Days may be duty traded provided the trade does not interfere with the operation of the Fire Department (as determined by the Fire Chief or his designee).

A work reduction day (i.e., what would otherwise be a 24-hour duty day) for all bargaining unit members shall be scheduled off as follows:

- 1) Mandatory Work Reduction Days - In the employee's particular assigned 19-day work cycles in which the employee otherwise would have seven (7) duty days (i.e., the "long" cycle), subject to Section 17.5 (Scheduling Time Off) provided such days shall not be subject to rescheduling in the event of illness, injury, or extended leave of absence.
 - 2) Remaining Work Reduction Days - The employee's remaining work reduction days shall be scheduled off at the employee's discretion, subject to Section 17.5 (Scheduling Time Off) and the employee's option to reclassify and reschedule such days in the event of illness, injury, or extended leave of absence.
- (c) Deployments. Employees deployed for work by the Fire Chief or his designee on approved incidents or approved deployment training evolutions may be assigned, by

the Fire Chief or his designee, to a different work schedule for the period of such deployment. The employee will be paid for all time spent during such deployment (i.e., from portal to portal, hour for hour basis, including travel time) and shall be eligible for expenses including per diem provided Village costs for such time and expenses are reimbursable from a state and/or federal agency. An employee on deployment under this Section shall only be eligible for overtime pay for those hours actually worked in excess of their regularly scheduled hours of work; all other compensable hours shall be at straight time.

- (d) Light Duty. The purpose of establishing a light duty program is to provide temporary modified duty for fire personnel who are injured or incapacitated to such an extent that they cannot perform their typical duties, are reasonably expected to return to full, unrestricted duty, and are medically cleared to perform alternate duties. Light duty shall generally be required for employees who have been restricted as a result of a work-related illness or injury. Light duty may be requested by employees who are restricted as a result of non-work related illness or injury by submitting a written request to the Fire Chief or his designee. Light duty shall not be unreasonably withheld from any employee. Employees will only be assigned to light duty assignments when the Village reasonably determines that the need exists and only as long as such need exists. A light duty assignment shall not extend past twelve (12) months. When more than one (1) employee qualifies for light duty, but the amount of work available is not sufficient for the number of qualifying employees, the work-related illness or injury will take precedence. Additionally, the least senior employee will have precedence over the more senior employee for work-related assignments and the most senior employee will have precedence over the less senior employee for non-work-related assignments. Light duty is to be considered as work necessary to the operation of the department. It is not to be considered as an assignment designed solely to accommodate an injured or ill employee. An employee with a work-related injury or illness who has been deemed able to perform light duty by a physician, and has been assigned to light duty by the Chief, shall not have the right to refuse that assignment.

The treating physician will determine the employee's restrictions and limitations. If a question or conflict arises concerning the medical condition or capability of the injured or ill employee, the Village may request a physical examination by an independent physician at the Village's expense. Such examination shall not be construed as the employee's choice of physician for purposes of determining eligibility under the Workers' Compensation Act unless the employee subsequently accepts treatment from the physician. If such findings are disputed by the employee, the resolution procedure outlined in Section 19.5 (Medical Examinations) shall rule.

Prior to reporting for light duty, the employee and his union representative, if requested, will meet with the Deputy Chief of Administration or his designee to coordinate his/her schedule and discuss expectations during such light duty assignment.

Light duty assignments shall be generally scheduled between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday excluding observed Village holidays. An employee restricted as a result of a work-related illness or injury shall report to light

duty two calendar days after being cleared by a physician for light duty, unless such day to report falls on a day Fire Department Administrative Offices are closed, in which case the employee shall report as soon as the offices reopen. Employees starting or stopping their assignment mid-week will have their weekly total requirement prorated at a rate of 8 hours per day. Employees assigned to light duty are expected to complete forty (40) hours of work per week (*i.e.*, Sunday through Saturday) unless the treating physician restricts the number of hours worked to less than forty (40). The weekly hour requirement may be satisfied by working an alternate work schedule as approved by the Fire Chief or his designee. Any approved hours worked in excess of 40 hours per week will be paid at one and one-half (1.5) times the employee's regular hourly rate. Any hours worked on-shift or taken as sick leave prior to a light duty assignment will be subtracted from the forty (40) hour total for that week on an hour-for-hour basis.

Meal breaks will not count toward hours worked. Up to thirty (30) minutes per day may be used for physical fitness training, which, if done, shall be done within the restrictions set forth by the treating physician and shall count as hours worked. Determination of time of lunch and rest periods will be arranged as the Fire Chief or his designee feels is most consistent with the effective operation of the department.

Employees who are restricted as a result of work-related illness or injury may attend physical therapy and/or medical appointments related to their work-related illness or injury during assigned time and such hours will count toward their forty (40) hour total for the week provided that they make a reasonable effort to schedule the appointments at the beginning or end of their work day. Employees who are restricted as a result of non-work related illness or injury may attend such appointments during assigned time, but such hours will not count toward their forty (40) hour total for the week.

Employees assigned to light duty will accrue vacation and other leave time at the same rate as if they were assigned to 24/48-hour shifts for the first thirty (30) calendar days of such assignment. Such employees will not accrue work reduction time starting with the 31st calendar day of a light duty assignment. In order to accommodate this accrual rate, leave time taken during such light duty assignment will be charged at a rate of one and one-half (1.5) times the actual hours taken. At the employee's request, any leave time and adjacent days scheduled prior to the light duty assignment will be honored as leave during such light duty assignment provided that adequate leave balances are available or can be rescheduled. Observed Village holidays shall be taken as leave time and after the first thirty (30) calendar days of such light duty assignment, the employee will not be charged and the hours will count toward their 40-hour weekly total. New requests for leave shall be coordinated with the Deputy Chief of Administration or his designee and shall not be unreasonably denied.

The notification process for the use of Sick Leave shall remain consistent with Section 18.1 of this Agreement except that the employee may elect to make up such leave hours during the same pay period if time allows.

Whenever possible, employees assigned to light duty will work within the Fire Department; however, work in other Village departments may take precedence. Once an employee has been medically certified as fit for duty, he/she will return to his/her regular assignment at the soonest opportunity.

- (e) 40-Hour Employees. If during the term of this Agreement, a bargaining unit employee is assigned to a 40-hour week, a meeting shall be called to negotiate the conditions for implementation of such assignment. The terms and conditions shall include, but are not limited to: converting accrued leave time from a 24-hour schedule to a 40-hour schedule by multiplying accrued time by two thirds (2/3), adjusting the thresholds for sick day buy back, adjusting the work cycle to a 7 day cycle for overtime purposes, and adjusting the regular hourly rate of pay so that annual salary is divided by 2080.

Section 14.3. The Regular Hourly Rate of Pay.

An employee's regular rate of pay shall be determined by dividing the employee's annual salary plus longevity pay plus, where applicable, engineer pay by 2608.

Section 14.4. Overtime Pay.

Employees assigned to 24-hour shifts shall receive an overtime rate of one and one-half (1.5) times the employee's hourly rate of pay for all hours worked in excess of their regularly scheduled hours of work. All overtime shall be paid in fifteen (15) minute increments. Overtime payments for hours not contiguous to the employee's shift shall be subject to a two (2) hour minimum. Employees assigned to 24-hour shifts must receive approval from the Fire Chief or his designee for overtime work on areas of responsibility or special projects prior to performing the work.

Employees attending EMS continuing education sessions off-duty shall be eligible for overtime pay subject to approval of the EMS Chief or EMS Coordinator. Such approval shall be presumed as long as attendance during regular shift hours is not possible and reasons for such are documented (e.g., class roster, daily log, daily roster). An employee approved to attend EMS continuing education sessions during the use of long-term sick leave (three (3) or more consecutive duty days) will be paid at a straight-time hourly rate by way of reducing the number of leave hours deducted from the employee's sick leave accrual.

In lieu of overtime pay, employees may elect to participate in the Hire-Back Bank Program (**APPENDIX A**).

Section 14.5. Special Overtime Rate.

Provided an employee has signed an FLSA Section 7 (g)(2) agreement an employee may, at the employer's discretion, be hired to work certain special assignments or functions outside of his/her regularly scheduled hours of work, with such assignments or functions to be paid at an overtime rate equal to what would otherwise be the employee's regular straight time hourly rate or pursuant to **APPENDIX A**. These special assignments or functions shall include:

- All Public Education, including but not limited to, school talks, CPR, AED and First-Aid Training

- Off duty instructor to the extent all parties in the shared training program (e.g. RPM) similarly agree
- Any other special duties expressly agreed upon by the Fire Chief and the Union

In the event that a fire or emergency call occurs at a time when a bargaining unit employee is performing a 7(g) work assignment, he may be recalled to a regular duty assignment, or may be used on a temporary basis as a hire-back. In such circumstances, upon reporting for duty, the 7(g) rate of pay shall be suspended and the employee shall be paid overtime based upon the employee's regular hourly rate of pay.

Section 14.6. Mandatory Overtime.

Where there is work to be performed which, in the judgment of the Fire Chief, requires staff in addition to the on-duty staff, the Fire Chief or his/her designee shall have the right to require employees to work overtime, subject to the procedures set forth in Section 14.7 (Hire-Backs) and Section 14.8 (Force Back Policy).

Section 14.7. Hire-Backs.

The Employer has the authority to determine the necessary rank and qualifications for hire-backs and hire-backs will be made based on need. Once it is determined that a hire-back is required and the type of hire-back is determined by the Shift Commander or his designee, the Union representative, when directed by the Shift Commander or his designee, shall initiate the hire-back call identifying the specific needs which will go out to the entire department via alpha pager/text message or similarly effective means. Those interested will call back. Probationary employees shall be subject to restrictions from hire-backs outlined in Section 7.2. At least fifteen minutes after the call goes out, a list of those interested will be checked against the current Hire-back List. The person with the proper qualifications having the highest priority on that list will have the priority for the hire-back. Once the hire-back has been filled, another call will go out identifying the name of the person who filled the hire-back. Notwithstanding the above, hire-backs for ancillary assignments (e.g., public education events, EMS for special events, etc.) will generally be handled on a first come, first served basis.

Rotation of the list will occur each time a member accepts a hire-back opportunity that is twenty (20) hours or greater in duration or a series of short-term hire-backs totaling thirty-six (36) hours or greater over a span of six (6) months. The list will be rotated at the end of the scheduling session by the Union representative. Notwithstanding the above, the Union representative may, in his reasonable discretion, offer a hire-back without rotation of the list in order to prevent a force back.

If any employee establishes that he has not received a hire-back for which he has priority in accordance with the procedure set forth herein, and the situation cannot be resolved immediately, such employee's sole remedy in the grievance procedure shall be to have first preference to future hire-back opportunities he is properly qualified to perform until the mistake has been corrected.

Section 14.8. Force Back Policy.

If a hire-back is required, as determined by the Shift Commander, and there are no volunteers or an insufficient number of volunteers to fill a hire-back, an employee(s) from the off-going shift shall be forced back. The Union representative, when directed by the Shift Commander or his

designee, shall first check the off-going duty roster and contact the employee who is capable of filling the vacancy and who is next in line on the Force Back List, and such employee shall work (absent extenuating circumstances at the reasonable discretion of the Union representative, in which case the next person in line on the Force Back List shall work) on the basis of reverse seniority, (i.e., starting the rotation with the least senior employee on the Force Back List). Probationary employees shall be subject to restrictions from force backs outlined in Section 7.2. An employee who is forced back, regardless of the amount of time worked while forced back, will have his name rotated to the bottom of the Force Back List. The forced back employee may find a replacement of equal rank and capabilities, but the forced back employee (not the replacement) will be considered a force back. Any employee who is forced back or replaces a force back will not be rotated on the Hire-back List.

An employee may be held over at the end of the employee's normally scheduled shift to continue work in progress (e.g., an ambulance run) or to maintain staffing until the regularly assigned employee arrives, in which case the least senior employee meeting the qualifications assigned to the affected station will be held over. Such a holdover does not affect that employee's position on the Force Back List. A holdover may be avoided by an employee arranging an emergency duty trade for said time.

Section 14.9. Duty Trades.

In accordance with the Fair Labor Standards Act, an employee for his own convenience, may voluntarily have another employee in the same assignment (e.g., firefighter/paramedic for firefighter/paramedic, engineer for engineer, tower driver for tower driver, and lieutenant for lieutenant) substitute for him by performing all or part of the employee's work shift, provided the substitution does not interfere with the operation of the Fire Department (as determined by the Fire Chief, i.e., an abuse of duty trades). Probationary employees shall be subject to restrictions from duty trades outlined in Section 7.2. Notwithstanding the above, at times when the dive rescue team is staffed at 15 or more primary members, duty trades shall be restricted to ensure that a minimum of two rescue divers are on duty. Duty trades less than eight (8) hours in duration and not beginning at the start of an employee's shift (i.e., 8:00 a.m.) may be approved by the station officer without completion of a written request. Duty trades of eight (8) hours or longer in duration and/or those beginning at the start of the employee's shift must be requested in writing by 5:00 p.m. on the duty day in advance of the requested trade and approved by the Shift Commander or his designee. However, the Shift Commander may, in his reasonable discretion, permit less notice where there are extenuating or emergency circumstances. In addition, the Shift Commander may, in his reasonable discretion, allow employees of unequal rank or position to substitute where there are extenuating or emergency circumstances or where, in his reasonable discretion, the substitution will not affect operations.

Duty trade approval shall not be unreasonably withheld. Duty trades within a duty trade shall be allowed for emergencies of generally less than 12 hours, with approval of the Shift Commander and one of the Deputy Chiefs or their designee. Notwithstanding the above, employees may not combine more than nine (9) consecutive scheduled days off, including Vacation, Work Reduction Days, Personal Day, Administrative Day, Incentive Time, Hire Back Bank, and duty trades, without the Fire Chief's prior approval. However, the Fire Chief may, in his reasonable discretion, permit such leave to be taken in increments greater than nine (9) duty days where there are extenuating circumstances. Any such requests shall be submitted to the Fire Chief in writing,

when practicable, clearly outlining any and all extenuating circumstances surrounding the additional time off requested.

In accordance with the Fair Labor Standards Act, the hours worked by the substitute employee shall be excluded by the Village in the calculation of hours for which the substitute employee would otherwise be entitled to compensation, including overtime compensation. If a substitute employee works all or part of another employee's scheduled work shift in accordance with this Section, then the hours worked by the substitute employee shall be counted as hours worked by the employee who was originally scheduled to work that shift.

In the case when the covering employee scheduled for an approved duty trade is aware that he/she will not be able to cover the approved assignment (*e.g.* due to injury or illness) five (5) or more duty days prior to the scheduled assignment, the duty trade will be considered void, and the Shift Commander will notify the requesting employee that he/she is responsible for finding coverage for the assignment if it is still desired. In the case when the covering employee scheduled for an approved duty trade is made aware that he/she will not be able to cover the approved assignment less than five (5) duty days prior to the scheduled assignment, the duty trade will remain approved, and the Shift Commander will notify the covering employee that he/she is responsible for finding coverage for the assignment or arrange for the appropriate leave time which may include use of the covering employee's sick leave.

Section 14.10. No Pyramiding.

The overtime and premium pay provisions of this Agreement shall not be pyramided. Accordingly, compensation shall not be paid more than once for the same hours under any provision of this Article or Agreement except when an employee is assigned to work overtime when on a paid day off.

ARTICLE XV WAGES

Section 15.1. Salary Schedules and Step Adjustments.

The salary schedules set forth in APPENDIX C shall apply for the duration of this Agreement.

Effective January 1, 2025, the positions of Probationary Firefighter and Firefighter/Paramedic will receive an increase of 3.49%; and the position of Lieutenant will receive an increase of 4.26%.

Top pay for the position of Captain will be set at 5% above Lieutenant top pay.

Effective January 1, 2026, the positions of Probationary Firefighter and Firefighter/Paramedic will receive an increase of 3.511%; and the position of Lieutenant will receive an increase of 3.218%.

Top pay for the position of Captain will be set at 5% above Lieutenant top pay.

Effective July 1, 2026, the positions of Probationary Firefighter and Firefighter/Paramedic will receive an increase of 0.58%; and the position of Lieutenant will receive an increase of 0.45%.

Top pay for the position of Captain will be set at 5% above Lieutenant top pay.

The parties agree to re-open the contract, on or about October 1, of the year before the affected salary year, for the sole purpose of negotiating the middle salary between the #3 and #4 top pay comparable communities, to be effective January 1, 2027 and January 1, 2028. The parties agree to use salaries or comparable data for comparable communities effective as of June 30, of the salary year, to determine "middle salary." Comparable communities with unsettled wage terms for 2027 and 2028 shall be assumed to have received a 2.75% increase. Salary adjustments for Probationary Firefighter and Firefighter/Paramedic will be based on the adjustment necessary to reach the middle salary between #3 and #4 top step Firefighter/Paramedic pay, or traditional equivalent, amongst the listed comparable communities including extra paramedic, Firefighter III/Advanced Firefighter, and/or HazMat Operations pay where applicable compared to the then current Palatine Firefighter/Paramedic Step 8 pay. All other steps in the pay table will be adjusted accordingly.

Salary adjustments for Lieutenant steps will be based on the adjustment necessary to reach the middle salary between #3 and #4 top step Lieutenant pay, or traditional equivalent, amongst the listed comparable communities including extra Fire Officer I pay where applicable compared to the then current Palatine Lieutenant Step 8 pay. All other steps in the pay table will be adjusted accordingly.

Salary adjustments for Captain top pay will be based on the adjustment necessary to maintain a 5% differential above Lieutenant top pay.

The comparable communities include: Arlington Heights, Buffalo Grove, Des Plaines, Elk Grove Village, Hoffman Estates, Mount Prospect, Rolling Meadows, and Schaumburg.

All employees hired before September 21, 2015 shall start in the Probationary Firefighter Salary Schedule at Step 2, provided however employees will move to the Firefighter/Paramedic Salary schedule upon certification as Firefighter II/Basic Firefighter or OSFM Equivalent from an approved Fire Academy, HazMat Operations, and EMT-P/Paramedic with EMS System approval when it occurs. In general, an employee will move from Step 2 to Step 3 after successful completion of six (6) months; from Step 3 to Step 4 after successful completion of one (1) year; from Step 4 to Step 5 after successful completion of two (2) years; from Step 5 to Step 6 after successful completion of three (3) years; from Step 6 to Step 7 after successful completion of four (4) years; and Step 7 to Step 8 after successful completion of five (5) years.

All employees hired after September 21, 2015 shall start in the Probationary Firefighter Schedule at Step 1. In general, such employee will move from Probationary Step 1 to Probationary Step 2 after successful completion of six (6) months. At one (1) year, and upon certification as Firefighter II/Basic Firefighter or OSFM Equivalent from an approved Fire Academy, HazMat Operations, and EMT-P/Paramedic with EMS System approval, such employee shall move to the Firefighter/Paramedic Salary Schedule at Step 3. In general, the employee will move from Step 3 to Step 4 after successful completion of 18 months; from Step 4 to Step 5 after successful completion of two (2) years; from Step 5 to Step 6 after successful completion of three (3) years; from Step 6 to Step 7 after successful completion of four (4) years; and Step 7 to Step 8 after successful completion of five (5) years.

If the employee is not able to achieve certification as both Firefighter II/Basic Firefighter or OSFM Equivalent and EMT-P/Paramedic with EMS System approval in the first year, the transition to the Firefighter/Paramedic Salary Schedule will be delayed until they do so. In these cases, the date the employee moves to the Firefighter/Paramedic Salary Schedule will become the new anniversary date for future step increases which will occur annually. Therefore, the time to reach Firefighter/Paramedic Step 8 will be extended accordingly.

In all cases, Firefighter/Paramedics must attain Firefighter III/Advanced Firefighter certification or OSFM Equivalent to reach Step 8, provided that the Village provides reasonable opportunity for the employee to attain such certification at no cost to the employee. If the Village does not provide reasonable opportunity by the time the employee would otherwise be eligible for advancement to Step 8, the requirement for such certification shall be temporarily waived until an opportunity for such certification has been provided.

Upon promotion to Lieutenant, the employee will move to the Lieutenant Salary Schedule at Step 6. The employee will move from Step 6 to Step 7 at the successful completion of one (1) year at rank; from Step 7 to Step 8 at the successful completion of two (2) years at rank. In all cases Lieutenants must attain Fire Officer I or OSFM equivalent, Instructor II and ICS 200 certification to reach Step 8, provided that the Village provides opportunity for the employee to attain such certification at no cost to the employee. Upon promotion to Captain, the employee will move to the Captain Salary Schedule at Step 7. The employee will move from Step 7 to Step 8 at the successful completion of one (1) year at rank. In all cases Captains must attain Fire Officer II or OSFM equivalent, ICS 300 and ICS 400, provided that the Village provides opportunity for the employee to attain such certification at no cost to the employee.

Section 15.2. Paramedic Pay for Lieutenants and Captains.

Lieutenants and Captains promoted after January 1, 2010, will not be required to maintain their Paramedic certification, and will not be eligible to receive Paramedic pay, except any bargaining unit member who is assigned to the position of EMS Coordinator or Deputy EMS Coordinator shall be required to maintain their Paramedic certification, and will be eligible to receive Paramedic pay. Any Lieutenants and Captains promoted to their position after September 21, 2015 or prior to January 1, 2010, will have the option to retain their Paramedic certification. If so, such Lieutenants and Captains who are certified as Paramedics with EMS System approval shall receive an annual Paramedic pay stipend of \$2700. In order to align with the recertification process, Lieutenants and Captains who are certified as Paramedics with EMS System approval shall receive a Paramedic pay stipend of \$1,350.00 paid on a regular payroll check during the month of February

2026. Thereafter, Lieutenants and Captains who are certified as Paramedics with EMS System approval shall receive an annual Paramedic pay stipend of \$2700 paid on a regular payroll check in February for services from the prior January 1 through December 31, provided that such payment is prorated monthly for partial years of service. Employees promoted to Lieutenant or Captain after January 1, 2010, but before September 21, 2015, shall not be eligible for paramedic pay, unless assigned to EMS Coordinator or Deputy EMS Coordinator as described above. Any Lieutenant who is eligible for paramedic pay shall maintain eligibility upon promotion to the rank of Captain.

Section 15.3. Longevity Pay.

The Employer agrees to pay longevity pay, which shall be paid on a regular payroll check on the pay day two (2) pay periods before Christmas and added to the employee's base salary for the purpose of determining the overtime hourly rate of pay. The schedule for longevity pay shall be as follows:

After 8, 9, and 10 years of full-time service	\$ 350
After 11, 12, 13, and 14 years of full-time service	\$ 650
After 15, 16, 17, 18, and 19 years of full-time service	\$ 900
After 20 or more years of full-time service	\$1250

Section 15.4. Engineer Pay.

All employees who have passed the Department's Engineer's Test and are assigned to drive with emergency pumping responsibilities shall receive an engineer pay stipend equal to one-half of one percent (0.5%) of current pay as long as the employee is currently active, and in good standing at the time of the payout. This payment shall be made as part of the employee's regular check. In rare instances, the Fire Department recognizes the need to appoint firefighters to "acting" engineer positions. To be eligible for such assignments, the employee must be on the current eligibility list for Fire Apparatus Engineer, have completed the Level-III Driver/Operator packet, and be a member in good standing. In such cases when "acting" assignments are made for eight (8) or more consecutive hours, acting engineer stipend equal to one half of one percent (0.5%) of current pay shall be provided on an hour for hour basis.

Section 15.5. Specialty Team Pay.

All primary members of the Dive Rescue, Technical Rescue, Hazardous Materials, and/or Fire/Arson Investigation teams are eligible to receive specialty team pay. The Village shall have the right to determine the number of primary, secondary and tertiary members of specialty teams. An employee cannot be a primary member on more than one specialty team. To maintain primary status, members must meet all MABAS and team requirements as determined by the specialty team leader and the Chief or his designee. At any point, a member who fails to meet such requirements shall drop to tertiary status, provided that the employee has not received a waiver of such requirements from the team leader and the Fire Chief or his designee prior to failing to meet the requirements. Such member may be eligible to be restored to primary team member status if the vacancy remains open or a new vacancy occurs. In all cases, primary members will be paid on a pro-rated basis for eligible months served and consistent with their Firefighter III/Advanced Firefighter Certification or OFSM Equivalent.

Specialty team pay for the previous calendar year will be distributed in a separate check during the first pay period of February. The payment shall be pro-rated for partial years of service based on 1/12th of the pay per month of eligibility. An eligible month shall be defined as when the employee serves past midnight on the 16th of the month.

For those primary members who have attained Firefighter III/Advanced Firefighter certification or OSFM Equivalent, Specialty team pay is equal to 1.10% of top Firefighter/Paramedic pay from the previous calendar year. For those primary members who have not attained Firefighter III/Advanced Firefighter certification or OSFM Equivalent, specialty team pay is equal to 0.55% of top Firefighter/Paramedic pay from the previous calendar year. For a primary member attaining partial year certification, the member will be paid at the appropriate certification level for eligible months served.

Section 15.6. Acting Officer Pay.

From time-to-time Fire Department management recognizes the need to appoint firefighters to “acting” fire lieutenant positions and to appoint fire lieutenants to “acting” Battalion Chief positions. In such cases when such “acting” assignments are made for eight (8) or more consecutive hours, a seven and one-half percent (7.5%) acting officer pay stipend shall be provided on an hour-for-hour basis.

Section 15.7. Firefighter III/Advanced Firefighter Certification Pay.

All employees shall receive a one-time payment of \$250 upon receiving OSFM certification as Firefighter III/Advanced Firefighter or OSFM Equivalent. No such payment shall be made to employees who have already attained Firefighter III/Advanced Firefighter or OSFM Equivalent certification prior to being hired by the Palatine Fire Department.

Section 15.8. Village Contributions to Deferred Compensation.

A deferred compensation contribution will be paid to those promoted to the rank of Lieutenant or Captain prior to September 21, 2015. The Village shall contribute two and one-half percent (2.5%) of the employee’s current salary to a Deferred Compensation program for such employees paid to a deferred compensation benefit provider chosen by the Village. Employees promoted to the rank of Lieutenant after September 21, 2015 will not receive a deferred compensation contribution from the Village.

Section 15.9. Bonus for Early Notification of Retirement.

The Village shall pay a Bonus for Early Notification of Retirement in the amount of \$3000 as long as the Village has ample opportunity to hire and train a replacement as follows: Annually, the Village shall post the dates of acceptable academies with their respective graduation dates. If the employee gives a minimum of six months written notice of retirement, which date of retirement is within seven (7) calendar days of an academy’s graduation date, the employee will receive the Bonus. The Early Notification of Retirement bonus will be payable into the Village’s Retiree Health Savings Program. This benefit shall expire January 1, 2026, and this section shall become null and void.

Section 15.10. Pay for Holiday Work.

An employee actually working on a holiday shall receive an additional one-half of such employee's regular straight time rate on an hour for hour basis. In lieu of the additional payment, the employee may elect to direct the Shift Commander to place the earned hours into the Hire-Back Bank subject to the same rules that apply to a hire-back.

The following days shall be considered holidays during the term of this Agreement:

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

For purposes of this Article, if a majority of the hours of an employee's shift fall on the holiday (12:00 midnight through 11:59 p.m.), the entire shift shall be considered as falling on the holiday. On the other hand, if less than a majority of the hours of a given shift do not fall on the holiday, the entire shift shall not be deemed to fall on the holiday.

- Example #1: An employee whose regularly scheduled shift commences at 8:00 a.m. on Labor Day and who works the 24-hour shift shall be deemed to have worked 24 hours on said holiday for holiday pay purposes.
- Example #2: An employee whose regularly scheduled shift commences at 8:00 a.m. on July 3 and who works the 24-hour shift starting on July 3, including 8 hours on July 4, shall not be deemed to have worked on Independence Day, and will not be granted Holiday Pay.

Section 15.11. Pay Upon Separation.

Upon separation from employment, the employee shall be paid at the employee's current hourly rate of pay for all regularly scheduled hours actually worked during the current pay period, not to exceed 100.3 hours, provided all hours assigned and worked in addition to the employee's regularly scheduled hours shall be paid in accordance with Sections 14.3 – 14.7 of this Agreement. In addition, the employee will receive a prorated payment for Longevity Pay and Specialty Team Pay based on 1/12th of the pay per month served. A month shall be deemed to be served if the employee is employed past midnight on the 16th of the month.

Section 15.12. Mandatory Contributions to Retirement Health Savings

Effective January 1, 2021, the Village will direct 1% of each Employee's base pay into the Village's Retirement Health Savings Plan each pay period as a mandatory contribution of employee compensation. The Union reserves the right to modify the amount of such contribution effective January 1, 2023, so long as contributions continue to be authorized by the Internal Revenue Service.

ARTICLE XVI INSURANCE

Section 16.1. Coverage.

The comprehensive medical program in effect when this Agreement is ratified shall be continued during the term of this Agreement; provided, however, the Village reserves the right to change insurance carriers, fully insure, or self-insure, and to change benefit levels as long as the coverage and benefits remain substantially the same. The Village shall notify the Health Insurance Advisory Committee of any changes considered, as recommended by the Village's consultant or other third-party advisory, by October 1st of the year prior to the changes being implemented. This requirement shall not apply to any legislative or regulatory changes or interpretations, or other data outside the Village's control, released after such deadline.

Employees shall be responsible for ten (10%) percent of the monthly premium contributions for health insurance coverage, and the Village shall be responsible for ninety (90%) percent of the monthly health insurance premiums.

The Village agrees that it will make no changes to the insurance benefit that cause the benefit level to not remain substantially the same as the insurance program for the prior plan year. If the Union asserts that the Village has made a substantial change without first bargaining, the Union shall have the right to grieve such change through grievance arbitration.

Under this Agreement, the Village retains the right to change insurance carriers, to self-insure or fully insure, to change the method or manner of self-insurance the Village may administer, to change benefit levels, to participate in programs to reduce health insurance costs, or to utilize health maintenance organizations or other similar groups, provided that the coverage and economic benefits are substantially the same as the insurance program for the prior plan year.

If a qualified plan participant's final day of employment is on or after the 1st of the month, he shall retain benefit status for the remainder of the calendar month in which he left employment.

Section 16.2. Cost Containment.

The Village reserves the right to institute cost containment measures relative to insurance coverage. Such changes may include, but are not limited to, mandatory second opinions for elective surgery, pre-admission and continuing admission review, prohibition on weekend admissions except in emergency situations, and mandatory out-patient elective surgery for certain designated surgical procedures.

Section 16.3. Life Insurance.

The Village will provide term life insurance coverage for each employee in the amount equal to one and one-half times the employee's annual base salary, up to \$225,000.00. Dependent life insurance in the amount of \$5,000.00 for the current spouse and \$5,000.00 for each dependent child over the age of six months will also be provided. The Village will contribute 100% of the total premium cost for this Basic Life Insurance Benefit. Upon separation from employment, the Village will provide conversion forms from the insurance provider. If the employee is interested in receiving information about converting group coverage to an individual policy, member must

complete the forms and return them to the carrier within thirty (30) calendar days of separation from employment.

A voluntary Supplemental Life Insurance program will continue to be made available at rates regulated by the insurance carrier. Employees who elect to participate in this program will contribute 100% of the total cost once their participation is approved by the insurance carrier.

Section 16.4. Employee Assistance Program.

The employees covered by this Agreement shall be eligible to participate in the portions of an EAP that are in effect for Village employees on the same terms and conditions that are applicable to Village employees generally.

Section 16.5. Internal Revenue Code Section 125 Program.

The Village will continue to offer employees the opportunity to participate in the Village's Section 125 Flex Spending and Premium programs on the same terms and conditions applicable to other Village employees generally.

The Village will continue to offer these programs only so long as the programs continue to be authorized by the Internal Revenue Service.

Section 16.6. Insurance Coverage of Retirees.

Retired employees shall be eligible to maintain participation in the health insurance plan for himself/herself and his/her eligible dependents by paying 100% of the monthly premiums as may be established from time to time subject to meeting the eligibility criteria as set forth in Section 379(f) of the Insurance Code.

An employee/retiree participating in the health insurance plan while receiving a disability pension (whether duty-related or not) will retain their right to continue participation in the health insurance plan.

Retirees who receive a duty disability pension after incurring a catastrophic work-related injury arising out of emergency duties may apply for benefits under the Public Safety Employee Benefits Act (PSEBA) (820 ILCS 320/1 *et seq.*). This shall not be subject to the Grievance Process.

Section 16.7. Insurance Coverage While on Unpaid Leave or Layoff.

An employee who is on approved unpaid leave of absence or is on layoff with recall rights shall have the right to maintain insurance coverage, subject to COBRA limitations, by paying in advance the full applicable monthly premium for employee coverage and, if desired, for dependent coverage, also subject to COBRA limitations.

Section 16.8. Terms of Fully Insured Policies to Govern.

The extent of coverage under any fully insured policies (including HMO and excess policies of self-insured plans) referred to in this Agreement shall be governed by the terms and conditions set forth in said policies. No insurance policy (including HMO and any excess policies of self-insured plans) referred to in this Agreement shall be considered a part of this Agreement and any questions or disputes concerning said insurance policies or benefits thereunder shall be resolved in accordance with the terms and conditions set forth in said policies. These terms shall not be subject to the grievance and arbitration procedures of this Agreement.

Section 16.9. Employee Health Insurance Advisory Committee.

The Village agrees to allow continued Fire Department participation in the Employee Health Insurance Advisory Committee. The Union reserves the right to name a representative who shall participate in the Committee. Such participation shall not operate as a waiver of the Union's right to file a grievance regarding the terms of this Article.

ARTICLE XVII
VACATION AND OTHER PAID LEAVE

Section 17.1. Vacation Program.

Employees in active status shall accrue paid vacation based upon their years of continuous service. Vacation time will be prorated according to **APPENDIX B Table B.1**, Work Reduction and Vacation Time Computation, for partial years of service (*e.g.* new hire or retiree). The employee's anniversary date shall be the basis of determining the number of years and months of service as follows:

Years of Service	Annual Vacation Earned
From 0 thru completion of 6 years	5 – 24 hour shifts; 10 hours vacation credit for each full month of service, not to exceed 5 duty days.
From beginning of 7 th year thru completion of 14 years	7 – 24 hour shifts; 14 hours vacation credit for each full month of service; not to exceed 7 duty days.
From beginning of 15 th year thru completion of 20 years	10 – 24 hour shifts; 20 hours vacation credit for each full month of service; not to exceed 10 duty days.
From beginning of 21 st year thru completion of 25 years	11 – 24 hour shifts; 22 hours vacation credit for each full month of service; not to exceed 11 duty days.
From beginning of 26 th year or more years	12 – 24 hour shifts; 24 hours vacation credit for each full month of service; not to exceed 12 duty days.

Effective January 1, 2026, employees in active status shall accrue paid vacation based upon their years of continuous service. Vacation time will be prorated according to **APPENDIX B Table B.2**, Work Reduction and Vacation Time Computation, for partial years of service (*e.g.* new hire or retiree). The employee's anniversary date shall be the basis of determining the number of years and months of service as follows:

Years of Service	Annual Vacation Earned
From 0 thru completion of 5 years	5 – 24 hour shifts; 10 hours vacation credit for each full month of service, not to exceed 5 duty days.
From beginning of 6 th year thru completion of 9 years	7 – 24 hour shifts; 14 hours vacation credit for each full month of service; not to exceed 7 duty days.
From beginning of 10 th year thru completion of 13 years	9 – 24 hour shifts; 18 hours vacation credit for each full month of service; not to exceed 9 duty days.
From beginning of 14 th year thru completion of 19 years	10 – 24 hour shifts; 20 hours vacation credit for each full month of service; not to exceed 10 duty days.

From beginning of 20th year thru completion of 22 years	11- 24 hour shifts; 22 hours vacation credit for each full month of service; not to exceed 11 duty days.
From beginning of 23 rd year thru completion of 24 years	12- 24 hour shifts; 24 hours vacation credit for each full month of service; not to exceed 12 duty days
From beginning of 25 th year or more years	13- 24 hour shifts; 26 hours vacation credit for each full month of service; not to exceed 13 duty days

Vacations are to be scheduled and taken during the calendar year as outlined in Section 17.5 (Scheduling Time Off) based on the number of days of vacation the employee is eligible to earn for the anniversary year that begins during that calendar year. The employee shall execute an agreement which shall authorize the Village to withhold from the employee's compensation any amount needed to reimburse the Village for any vacation time that he/she uses prior to being entitled to the days if the employee separates from service with the Village.

Rollover of vacation will be allowed only to the extent of rolling over a maximum of one year of accrual. Any hours in excess of one year will be removed from the records unless the employee has received written permission from the Village Manager to carry-over the excess hours. Any employee who anticipates the inability to take his/her vacation within the described limits should submit a written request for carry-over to the Fire Chief no later than November 30 of the year in which the time will not be used.

In the milestone years, if an employee reaches a milestone date before and including the 16th of the month, then he/she receives the higher accrual for the entire month. However, if the employee reaches the milestone date after the 16th of the month, then the higher accrual will begin in the following month. No pro-ration of the month occurs.

Section 17.2. Personal Day.

Each employee assigned to a 24-hour shift shall receive one (1) 24-hour Personal Day per calendar year. Any employee hired after May 31 is not eligible for a Personal Day for that year. The Personal Day shall not accumulate or roll-over. The Personal Day shall be scheduled in accordance with Section 17.5 (Scheduling Time Off).

Section 17.3. Administrative Day.

Each Captain and Lieutenant shall receive one (1) 24-hour Administrative Day per calendar year. The Administrative Day shall be pro-rated at the rate of 2-hours per month from the date of promotion. A month shall be defined as when the employee serves in an eligible position past midnight on the 16th of the month. The Administrative Day will be scheduled in accordance with Section 17.5 (Scheduling Time Off). This day is intended as compensation for minor shift over-runs.

Section 17.4. Incentive Time.

- (a) Safe Driving Day. A safety incentive program has been established for those employees required to drive a vehicle or operate a heavy piece of equipment in the course of their daily assigned activities. As part of the Village's safety program, employees expected to drive a Village vehicle or share responsibility for driving a Village vehicle for at least 80 days in a calendar year are eligible for a Safe Driving Day. The Safe Driving Day is provided to qualified employees who are determined to have had no preventable accidents or no preventable accidents have occurred in which an employee shares responsibility in the previous year. Beginning with the benefit award in 2019, the benefit period will be from Nov 1st through Oct 31st. The employee must have worked for the Village in a capacity requiring him to drive a vehicle or operate a heavy piece of equipment for at least nine (9) months during the previous year.

The Safe Driving Day shall not accumulate from year to year. The day off will be selected in accordance with Section 17.5 (Scheduling Time Off).

- (b) Paramedic Preceptor Day. An employee who is designated by the Battalion Chief as the primary preceptor for a paramedic student shall earn 24 hours of time off (Preceptor Day) for the completion of each primary preceptor assignment. The Preceptor Day may be scheduled as time off during the regular calendar year. An employee who is designated by the Battalion Chief as the secondary preceptor for a paramedic student shall earn 12 hours of time off (Preceptor Day) for the completion of each secondary preceptor assignment. The Preceptor Day may be scheduled as time off during the regular calendar year.
- (c) Chief's Time. The Employer reserves the right to grant additional time off (Chief's Time) to employees who have performed additional services which would not be subject to regular or overtime compensation.

Section 17.5. Scheduling Time Off.

For the purposes of this Section, "time off" shall include: Vacation, Personal Day, Work Reduction Days, Administrative Day, and Incentive Time. Probationary employees shall be subject to restrictions from taking leave time (which shall not include Mandatory Work Reduction Days) within the first six (6) months of employment as outlined in Section 7.2. On or about November 15, the Battalion Chief or his designee shall notify each shift to schedule time off from January 1 of the next year through and including January 1 of the next following calendar year. January 2 through January 6 of the following year can be scheduled off only when consecutive days are scheduled that originate in the first calendar year and extend into the following year, thereby encompassing both calendar years. Time taken into the following year shall be deducted from that year's allocated time (e.g., when time is picked for the 2018 calendar year and extends into 2019, the 2019 time will be deducted from the 2019 allocated time). At least five (5) Time Off Slots per shift will be available for the months of January and February, and at least six (6) Time Off Slots will be available for the months of March through December and on January 1.

A maximum of 24 hours Hire-Back Bank Time may also be included, at the employee's choice, and shall be treated as not unduly disruptive days (e.g., 24 hours off equals 24 hours reduction in Hire Back Bank). Where applicable, hours in one category may be combined with hours from another category to total a full day (e.g., 12 Vacation hours plus 12 Incentive Time hours = one 24 hour day).

The employees on each shift including Battalion Chiefs shall then select their leave preferences in the order of their seniority within the Department, with the most senior employee on the shift having first choice, the next most senior employee having the second choice, and so on; provided, however, that no more than three (3) officers (Lieutenant, Captain, or Battalion Chief), and no more than three (3) engineers, and no more than two (2) tower drivers may be scheduled off on any duty day.

Employees may schedule single or consecutive days off in their initial and subsequent vacation selection process picks, provided, however, that each employee may jump one (1) blocked day one (1) time during picks. Leave must be scheduled in increments of at least one (1) duty day and not more than seven (7) duty days at a time, provided, however, that the Fire Chief may, in his reasonable discretion, permit leave to be taken in increments of greater than seven (7) duty days where there are extenuating circumstances. When an employee selects a day in his long Work Reduction cycle, the first day selected in that cycle is designated as his Mandatory Work Reduction Day. When the number of slots available to be picked within a Work Reduction cycle is reduced to a point that only Mandatory Work Reduction Days may be scheduled, the round is continued until finished then preference for those slots is given to employees in order of seniority. Non-bargaining unit members assigned to 24 hour shift will be assigned to each cycle but shall have the option to pass on their picks within each cycle.

Notwithstanding the above, employees may not combine more than nine (9) consecutive scheduled days off, including Vacation, Work Reduction Days, Personal Day, Administrative Day, Incentive Time, Hire Back Bank, and duty trades, without the Fire Chief's prior approval. However, the Fire Chief may, in his reasonable discretion, permit such leave to be taken in increments greater than nine (9) duty days where there are extenuating circumstances. Any such requests shall be submitted to the Fire Chief in writing, when practicable, clearly outlining any and all extenuating circumstances surrounding the additional time off requested.

Cancellation of scheduled vacation time must have the approval by the Shift Commander or above.

Scheduling Days Off After the Calendar is Closed

After leave has been scheduled in accordance with the foregoing, and all employees have exhausted their leave allotment or waived any additional picks, the calendar is closed. Employees may trade or reschedule previously scheduled or unscheduled leave days with the prior approval of the Battalion Chief or his designee.

If open slots on the Leave Calendar exist after and staffing of 24 is achieved, the open slots will remain available on a first-come, first served basis to employees with available leave time or to reschedule previously scheduled leave days (subject to the Bubble Days provisions, if applicable), provided, however, that an employee newly assigned or returning to the shift (e.g., through shift change, newly hired, or military leave), has priority selection of the open slots. When more than

one employee is newly assigned or returning to shift, the Deputy Chief or his designee shall administer the selection process for open slots.

Bubble Days

After the calendar is closed, and staffing of 24 is achieved, the fifth and sixth time-off slots, if available, shall be designated as Bubble Days. Any time off scheduled on a Bubble Day slot will be cancelled if the slot is needed to accommodate sick leave, absences for training, or any other approved absence. If an employee is granted the Bubble Day, the employee shall be required to call the Battalion Chief/Shift Commander between 0715 and 0730 hours to determine if his Bubble Day is still in effect, or if he must report for his shift.

Fractions of a day or partial days can be available for Bubble Days upon approval of the Shift Commander. An employee who has been assigned a Bubble Day may Duty Trade to cover the shift.

Section 17.6. Limitation on Accumulation of Leave Time.

Except as provided below, Personal Day, Administrative Day, and Safe Driving Day shall not accumulate from year to year. Vacation credits shall be used within a twelve (12) month period following the end of the calendar year in which the credits were earned. Exceptions to these limits are:

- (a) An employee who is prevented from taking all of his/her earned leave prior to the end of the calendar year because he/she is off on extended sick leave or disability leave may carry over any such days to the next calendar year.
- (b) An employee is unable to schedule leave because the Leave Calendar is full.
- (c) An employee's request to carry over earned leave to the next Calendar year is specifically approved by the Village Manager.

Work Reduction Days shall not accumulate from year to year under any circumstance, with the exception of the first year of employment.

Section 17.7. Pay for Earned but Unused Leave Upon Separation.

If at the time of separation an employee has earned but not used Vacation time or Hire-Back_Bank time calculated through his/her last payroll period, said time shall be paid at the employee's rate of pay at time of separation. In the event of death, any Vacation time or Compensatory time (i.e., Hire-Back Bank time), earned but unused shall be paid to the designated beneficiary of the Village's Life Insurance Plan of the deceased employee.

ARTICLE XVIII

LEAVES OF ABSENCE

Section 18.1. Sick Leave.

Sick Leave shall be accrued at the rate of twelve (12) hours per month commencing the first month in which the employee starts on or before the 16th and for each month of service in which the employee is employed past midnight on the 16th of the month. Employees with less than 1000 hours of accumulated sick leave on September 21, 2015 shall have a year-end maximum accrual of 1000 hours. Employees that have 1000 hours or more of accrued sick leave on September 21, 2015 shall have a year-end maximum accrual of 1400 hours.

Sick Leave shall be granted to an employee who is unable to work due to non-work related illness or injury that prevents him/her from effectively performing his/her job. Sick Leave shall not be considered as personal time which an employee may use at his or her discretion. This shall be allowed only in case of actual sickness or disability or pregnancy or because of illness or death in the immediate family.

To be granted sick leave when sickness occurs off duty, the employee must call in to the Shift Commander at least sixty (60) minutes prior to the start of his assigned shift. This requirement must be met on each duty day of each occurrence unless the requirement is waived by the Shift Commander. The employee is required to report only that he is requesting sick leave and will be unable to report for duty. If there is reason to believe that the employee may use additional sick time beyond the initial day requested, the Shift Commander taking the report may request that the employee make a second call after the start of his/her normal shift to discuss the situation with his/her regular Shift Commander.

A doctor's certification of the need for sick leave shall be required, unless waived by the Fire Chief or his designee:

- After the use of sick leave on two (2) 24-hour consecutive shift days; or
- In conjunction with scheduled time off

A doctor's certification may be required of an employee who:

- Has more than four (4) occurrences of the use of the sick time within a twelve (12) month period as evidence of an employee or family illness or injury that prevents attendance at work and that the employee is fit to return to duty.

As mutual protection for the Village and the employee, the Chief may require an employee to submit to a fitness for duty physical examination by a physician designated by the Village Manager or Fire Chief and at the Village's expense.

Section 18.2. Sick Leave Donation.

This section is intended to be supplementary to the Village's Sick Leave Donation program as outlined in the Employee Handbook. In the event that an ill or injured bargaining unit employee has exhausted all sick leave credits, all Hire Back Bank, all vacation, all personal days, he/she may be eligible for a donation from any other bargaining unit employee upon recommendation of the President of the Union and approval of the Fire Chief. The President of the Union will submit a

written recommendation for sick leave donation to the Fire Chief for the Village Manager's approval.

In order to be eligible for donation:

- (a) The sick employee must have at least one year of full-time service with the Village and must have a reasonable expectation of returning to full-time work within twelve (12) months from the first day off related to the sick leave, as determined by a doctor.
- (b) The donating employee must have at least 288 hours of accrued sick time.
- (c) The donating employee may choose to donate 8, 16, or 24 hours of sick time to the sick employee.
- (d) The donating employee must sign a form that would direct Human Resources to deduct such hours from accrued sick leave.
- (e) The sick employee must have a minimum of 360 hours after five (5) years of accrued sick leave credits on the first day off related to sick leave. The Fire Chief may, at his sole discretion, waive the 360 hour requirement in extraordinary circumstances, and the Fire Chief's decision shall not be the subject of a grievance. A sick employee with less than five (5) years of service will not be subject to such minimum.
- (f) The sick employee can receive a maximum donation of 62 duty days.

Any hours donated will be deducted from the sick leave accrual of the donating employee and credited to the sick leave accrual of the sick employee. Any sick leave donated will not count as used sick leave for the purpose of annual sick leave buy back.

Section 18.3. Annual Sick Leave Buy Back.

Effective January 1, 2025, employees who have not exhausted their sick leave credits for the twelve (12) month period from November 17 of the prior year to November 16 of the current year are eligible for up to seventy-two (72) hours pay, payable on the payday preceding Christmas. In lieu of the additional payment, the employee may elect to direct the Shift Commander to place the earned hours into the Hire-Back Bank subject to the same rules that apply to a hire-back. To be eligible, the employee must have accumulated 240 hours of sick leave credit.

Payment shall be made at the rate of pay for the position currently held by the employee and paid on a regular payroll check. The "up to seventy-two (72) hours" for which the employee is paid will then be deducted from the unused sick leave earned during the previous twelve (12) months and any remaining days will accumulate with those of prior years. Sick leave taken during the year shall be deducted from the sick leave earned.

All shift personnel shall be eligible for the buy-back program according to the following schedule:

Number of Hours Used	Number of Hours Eligible for Buy Back
0	72
Greater than 0 to 48	48
More than 48	0

Annually, after the Annual Sick Leave Buy Back is calculated and paid, the Village shall review accumulated sick leave balances in excess of the employee's program year-end maximum accrual as outlined in Section 18.1 and buy back the excess at 50% of the employee's current rate of pay,

and deposit the value into a Retiree Health Savings Account. Upon such payment, the excess hours shall be deducted from the employee's sick leave accrual.

Section 18.4. Retirement Sick Leave Buy Back.

Upon separation from service, the Village shall review accumulated sick leave balance and buy-back based on the employee's year-end maximum accrual. If the employee's year-end maximum accrual is 1000 hours, hours in excess of the 1000 hours will be bought back at 50% of the employee's current rate of pay. If the employee's year-end maximum accrual is 1400 hours, hours between 1000 hours and 1400 hours will be bought back at 50% of the employee's pay rate as of December 31, 2014. Any hours over 1400 will be bought back at 50% of the employee's current rate of pay. The value of all buy backs will be deposited into a Retiree Health Savings Account.

Section 18.5. Funeral Leave.

Employees shall be granted Funeral Leave benefits of one (1) duty day without loss of pay in the event of the death in the immediate family or spousal miscarriage, provided, however, that the Village Manager or his designee may, in his/her reasonable discretion, grant Funeral Leave beyond one (1) duty day and that the Village Manager or his designee may grant Funeral Leave in the event of a death in the extended family.

For purposes of this Section, immediate family shall include current spouse, child or grandchild, parent (including step parent and foster parent) or grandparent, sister or brother, brother-in-law or sister-in-law, parent of a current spouse, son-in-law or daughter-in-law, and any other relative living in the employee's household.

Section 18.6. Military Leave.

Military Leave shall be granted in accordance with the requirements of applicable law. The Village shall not be expected to exceed such requirements for any bargaining unit member.

Section 18.7. Jury or Witness Duty Leave.

An employee whose service on a jury occurs during hours that the employee would have been regularly scheduled to work shall receive full pay for their jury duty service on the first regular payroll following presentation of their jury duty check. After demonstrating proof of jury duty service, the employee shall keep the check.

If a bargaining unit employee is required to participate in legal proceedings as a result of his employment with the Village on an off-duty day, such employee will be compensated for all hours worked with a two (2) hour minimum guarantee. Actual hours worked shall count as hours worked for purpose of paying overtime. If an employee receives compensation, the employee shall endorse those fees, (less documented travel expenses) to the Village. Any appearance fees paid to the employee when he appears in his official capacity as a Palatine employee shall be surrendered to the Village.

Section 18.8. Family and Medical Leave.

Employees covered by this Agreement shall be eligible to take Family and Medical Leave on the same terms and conditions as are in effect for all other Village employees as stated in the Employee Handbook; provided that only an employee's accrued vacation leave may be used only at the employee's request.

Section 18.9. Discretionary Leave.

- (a) Employees may, upon written request, be granted Discretionary Leave for a designated purpose and period of time, generally not to exceed six (6) months in duration.
- (b) The written request must be approved by both the Department Head and the Village Manager.
- (c) The Village Manager shall set the terms and conditions of the leave, including whether or not the leave is to be with pay.

ARTICLE XIX

GENERAL PROVISIONS

Section 19.1. Ratification and Amendment.

This Agreement shall become effective when ratified by the Village Council and the Union membership and signed by authorized representatives thereof and may be amended or modified during its term only with mutual written consent of both parties.

Section 19.2. Wellness Program.

Employees shall participate in a reasonable mandatory wellness program, which will include individualized goals. No employee will be disciplined for failure to meet any goals that may be established, as long as the employee makes a good faith effort to meet any such goals. Before any new program is implemented, the Village shall review and discuss the program at a meeting of Labor-Management Committee and such program will be based on individualized goals.

An employee's participation in a wellness program shall normally occur during an employee's normal work day, provided however, that an employee participating in fitness activities immediately before or after his/her tour of duty shall be credited for participation upon presenting reasonable evidence of such participation. Employees shall not be prohibited from participating in a wellness program during assigned time, provided however, that such participation shall not interfere with normal Fire Department operations.

Section 19.3. Uniforms.

Employees who are required to wear and regularly and continuously maintain prescribed items of uniform clothing and personal equipment shall be issued such clothing or equipment under a quartermaster system. Bargaining Unit Members will adhere to Palatine Fire Department Rules and Regulations, Section 715 (ADM 08-001).

Section 19.4. Secondary Employment.

The parties agree that the jobs held by the employees covered by this Agreement are their primary jobs and that if there is any conflict of interests between their primary jobs with the Village and any secondary employment, the conflict shall be resolved in favor of the primary job. Accordingly, all secondary employment (including self-employment), including any changes in the nature and/or extent of such employment, shall be subject to notice and approval of the Fire Chief and Village Manager. Notice shall be written and approval may be conditional as referenced in the Employee Handbook (Dated January 1, 2008), but such conditions shall be uniformly applied.

Section 19.5. Medical Examinations.

If there is any question concerning an employee's fitness for duty or fitness to return to duty following a layoff or leave of absence, the Fire Chief may require, at Village expense including overtime expenses as may be applicable under Section 14.4 Overtime Pay, that the employee have an examination by a qualified and licensed physician or other appropriate medical professional selected by the Village.

The Village may also require any or all employees to take a complete medical examination as often as once a year, with one month's notice to the employee, at the expense of the Village. Such periodic exams shall not be eligible for overtime pay.

If the employee is not found fit for duty by the physician selected by the Village, the employee, at his expense, may be examined by a reputable physician of his / her own selection. If found fit by this physician, then a third physician will be selected by the parties to determine whether the employee is fit for duty. In addition, if the employee is found fit or unfit for duty by the employee's physician and the Village disputes such finding, the employee will be examined by a third physician to be selected by the parties whose decision shall be final. The cost of this third physician will be equally divided by the Village and the employee. During the period of reviewing fitness for duty and after final determination is made, an employee not found fit for duty may apply for sick leave or other leave of absence as provided in this Agreement and/or for a disability pension to the extent provided for by state statutes.

Section 19.6. Subcontracting.

The Village reserves the right to subcontract subject to requirements of applicable law, rule or regulation. In the event that the Village desires during the term of the Agreement to subcontract any work currently performed by firefighters and firefighter/paramedics relating to fire suppression, or emergency medical services, the Village shall notify the Union of its proposal in writing. Upon request from the Union, the Village shall meet and negotiate in good faith with the Union as to its proposal before taking any action to implement its proposal in accordance with its duty to bargain as required under law. These provisions shall not be applicable to any mutual aid agreements that the Village has or may have with other fire departments.

This Agreement shall not be construed to waive any of the Union's statutory rights to bargain as to the subject of subcontracting, including any rights secured to the Union under SB834, "The Substitute Bill," reflected in the amendments to the Municipal Code, 65 ILCS 5/10-2.1-4, effective June 1, 2008. As of the effective date of this Agreement, the parties do not agree as to the scope and impact of "The Substitute Bill," as it relates to the Village's desire to subcontract bargaining unit work.

Section 19.7. Maintenance of Specific Working Conditions.

During the term of this Agreement, the Village will continue to maintain the following working conditions for employees who are assigned to 24-hour shifts:

- (a) Shift personnel shall be allowed, with the approval of their Company officer, reasonable time to shop for food and kitchen supplies during their tour of duty with the understanding that the Fire Department vehicle shall remain in service during such time.
- (b) Employees shall be allowed to use Village TV sets and video equipment, telephones, and hobby materials as may be available at the firehouse during their non-assigned time, subject to such reasonable rules and regulations as the Village may prescribe.

None of the foregoing shall interfere with the normal operations of the Fire Department.

Section 19.8. Health and Safety Committee.

A Fire Department Health and Safety Committee of three (3) persons designated by the Fire Chief and three (3) bargaining unit employees designated by the Union President shall meet monthly unless such meeting is cancelled by the Chairperson. The Chairperson, and seventh member, shall be appointed by the Fire Chief from the bargaining unit. The Fire Chief's appointees may be rotated amongst more than three (3) persons. A quorum of four (4) members shall be necessary to conduct business. The Fire Department Health and Safety Committee shall abide by the Village Safety Policy Manual.

The final decision regarding a Safe Driving Day resides with the Fire Chief upon the recommendation of the Village-wide Safety Committee.

For the purpose of the Village Safety Committee, the non-management employee representative from the Fire Department shall be designated by the Union President. The Village Safety Committee shall meet as defined by the Village Safety Manual.

Attendance at the Fire Department Health and Safety Committee meetings will be voluntary and not compensated, except that on-duty employees may attend during regular work hours, as long as normal operations can be sustained. If the Village Safety Committee is scheduled while the member is on-duty, the employee may be permitted to attend the meeting without loss of pay, so long as normal operations can be sustained. A member of the Village Safety Committee who attends a Village Safety Committee Meeting while off-duty shall be compensated for the duration of the meeting.

Section 19.9. Indemnification.

The Village shall provide legal representation and will indemnify and hold harmless employees against any legal complaints or judgments entered against them for conduct arising out of their employment, as required by state law, except when the claims involve claims for punitive or exemplary damages, in which case legal representation shall be available to the extent provided by the Village's insurer.

Section 19.10. Shift and Station Assignments.

Shift assignments for all positions shall be made no later than November 15 of each preceding year. Station assignments for all positions will be made no later than December 1 of each preceding year. On or about October 15 of each year, a notice will be given of any known operational changes that may affect shift and station assignments (e.g., centralizing specialty team members, relocation of apparatus, etc.). Employees may submit a request for an assignment by November 6 of each preceding year. The request may include reasons for a selection in shift, station, and/or other operational consideration (e.g. preparation for tower driver position, personnel, etc.). The Fire Chief and/or his designees shall make the determination of shifts and station assignments based upon the operational needs of the Department and the shift and station requests, provided that such determination shall not be arbitrary and capricious. Whenever practicable, an employee assigned to a shift that does not match his/her desires, as requested by the employee, will be given an opportunity to re-specify his/her desires for a station assignment after such shift assignment is made. Operational needs may include, and are not limited to, issues such as personality disputes between the employees. This shall not preclude the Fire Chief and/or

his designees from making adjustments to shift or station assignments at any time, based on the operational needs of the Department.

Section 19.11. Paramedics.

If, at any time during the term of this Agreement, the requirement for members of the bargaining unit below the rank of Lieutenant to maintain EMT-P/Paramedic status is rescinded by the Village of Palatine, a meeting shall be called to negotiate the impact and effects of such decision. But such negotiations shall not delay the implementation of such decision, provided that the Union is notified at least fourteen (14) days prior to implementation. Impacts and effects may include determining eligibility for maintaining paid status as a paramedic (e.g., opting in or out), and the administrative responsibilities of the Village for employees maintaining paramedic license in an unpaid status. In addition, the rescission of the requirement of Firefighter to maintain EMT-P/Paramedic license shall authorize the parties to bargain mid-term over a new wage schedule for Firefighter/EMT only.

While actively employed by the Fire Department, the Village shall continue to pay all costs to initially obtain EMT-B/EMT and/or EMT-P/Paramedic license and/or system privileges. This shall not be applicable if an employee as a member of the Fire Department has to repeat an initial course because he/she failed it the first time around. The Village will pay any licensing or re-licensing fees required to obtain and/or maintain such status excluding late fees. As a condition of employment, any employee who fails to maintain a required EMT-P/Paramedic license and system privileges will be placed on Administrative Leave without pay upon Administrative Suspension by Northwest Community Hospital Emergency Medical Services System until such suspension is removed, provided that absent reinstatement within ninety (90) days such employee may be dismissed.

Section 19.12. Residency.

All employees of the Palatine Fire Department shall, as a condition of employment, maintain a permanent, primary residence exclusively within the boundaries of the State of Illinois except any employee as of January 1, 2012 with a primary residence in Wisconsin will be grandfathered under the previous residency requirement.

Section 19.13. Rules and Regulations.

Consistent with the provisions of ARTICLE VI of this agreement, as reasonable new rules and regulations are established, the Village will provide the Union with seven (7) days advance notice. Such rules and regulations will be enforced equitably throughout the Department.

Section 19.14. Deferred Compensation and Retirement Health Savings Plans.

Employees covered by this Agreement shall be eligible to voluntarily participate in the Village's Deferred Compensation Plan subject to the applicable restrictions and limitations with no cost to the Village.

The Village agrees to cooperate with the Union in establishing tax-exempt trust accounts, through its Retirement Health Savings Plan, on behalf of the bargaining unit employees into which

contributions will be made in such amounts as may be agreed to by the Union and the Employee from sick day buy back monies or other agreed sources otherwise payable to eligible employees.

Section 19.15. Tuition Reimbursement.

Employees covered by this Agreement shall be eligible to participate in the Village's Tuition Assistance program as outlined in the employee handbook (Dated January 1, 2021).

Section 19.16. Prevailing Rights.

All rights, privileges, and benefits identified in the Village's Employee Handbook enjoyed by the employees at the present time which are not covered by this Agreement shall remain in full force, unchanged and unaffected in any manner, during the term of this Agreement, unless changed by mutual written consent or as provided herein.

Section 19.17. Non-waiver of Statutory Benefits.

Nothing in this Agreement shall be construed as a waiver of the employee's rights under the following Acts: the Personnel Records Review Act (820 ILCS 40/1, et seq.), the Freedom of Information Act (5 ILCS 140/1, et seq.), the Worker's Compensation Act (820 ILCS 305/1 et seq.), and the Public Safety Employees Benefit Act (820 ILCS 320/1 et seq.). However, any alleged violations of any of said Acts shall not be subject to the Grievance and Arbitration procedures of this Agreement.

Section 19.18. Sections 457 and 125 Stoppages.

The Village of Palatine recognizes the non-taxability of benefits and wages through the Public Employee Disability Act (PEDA). Therefore, when an employee is placed on a work-related injury/illness status and is receiving wages under PEDA, eligibility for participation in Section 457 (deferred compensation contributions) and Section 125 (Flexibility Spending Plan contributions) of the IRS code shall cease. The employee, upon return to taxable pay status, shall have regular deferrals re-instated. The annual contribution shall not be adjusted unless directed by the employee in writing. Respective plan documents will be followed in the administration of benefits.

ARTICLE XX
PROMOTIONS TO LIEUTENANT

Section 20.1. General.

Promotions to the rank of Lieutenant shall be conducted in accordance with the provisions of the Fire Department Promotion Act (Public Act 93-411, 50 ILCS 742). Nothing in this Agreement shall be construed to imply a waiver of the provisions of the Act. It is the intent of the parties that promotional examinations are to be administered in accordance with the procedures of the Act, except as expressly modified by this Agreement. Where other provisions of this Article provide for language that is different from the language of the Act, such language shall be construed as supplementary to the language of the Act and not a waiver. The examination process for promotion to the rank of Lieutenant shall be competitive among employees in the rank of Firefighter/Paramedic who meet the eligibility requirements set forth in Section 20.2 below and desire to submit themselves to such process.

Section 20.2. Eligibility Requirements.

Members of the bargaining unit shall be eligible to participate in the process for promotion to Lieutenant if they (1) have completed a minimum of four (4) years on the Palatine Fire Department, including probation, as of the date of the written examination, and (2) are certified as Firefighter III/Advanced Firefighter or OSFM equivalent as described by the Illinois Office of the State Fire Marshal.

Anniversaries of service which affect eligibility for promotion will be considered to occur on the anniversary of the employee's date of hire. However, any gap in continuous full-time service shall be subtracted from the employee's time of service for the purpose of determining eligibility. The parties agree that this Section shall constitute compliance with Section 15(b) of the Fire Department Promotion Act.

Section 20.3. Components of the Promotional Process and the Weighting of Components.

The placement of eligible candidates on a Lieutenant promotional list shall be based on the points achieved by the candidate on each of the following components:

<u>Component</u>	<u>Percentage Weighting</u>
Chief's Points	5%
Officer Evaluation	10%
Seniority	10%
Ascertained Merit	10%
Oral Interview	25%
Written Exam	40%

Each eligible candidate shall be entitled to participate in all components of the promotional process. If a candidate wishes to withdraw from the promotional process before the completion of all components of the promotional process, the candidate shall so advise the Board of Fire and Police Commissioners in writing.

Section 20.4. Administration of Promotional Process Components.

The components of the promotional process shall be administered in the following order, as scheduled by the Fire Chief or his designee:

- A. Chief's Points. The Fire Chief shall assign points based on his/her assessment of each candidate's qualifications and abilities to perform the duties of Lieutenant. The criteria used in assigning Chief's points shall be disclosed to all candidates prior to assigning points, shall be job-related and be applied uniformly to all candidates. Upon completion of assigning points, the Fire Chief will seal and maintain such scores until the completion of the Oral Interview. The Fire Chief shall keep and maintain records of all scores for the duration of the Final Promotion List. Monitors shall not be required regarding the process of assigning Chief's Points.
- B. Officer Evaluation. Each candidate for the rank of Lieutenant shall be evaluated by a separate panel of seven (7) active Palatine Fire Department officers of higher rank than the candidate, consisting of the following:
 - (1) Each candidate's assigned Lieutenant, Captain, and Battalion Chief, provided that the candidate has been assigned to those officers for ninety (90) days or more as of the date the evaluations begin. If the candidate has been assigned to any or all of those officers for less than 90 days, the candidate's previously assigned officer or officers in the respective ranks will be utilized in place of each candidate's currently assigned officer;
 - (2) The Fire Chief or his designee shall select two evaluators; and
 - (3) The candidate shall select two evaluators.

The candidate shall be notified in writing via personal delivery of the identity of the mandatory evaluators and the Fire Chief's selections for evaluators. Candidates shall then have ten (10) days within which to make their selections after such notification is received by the candidate. The candidate shall provide written notice of his/her selections to the Fire Chief, provided that if the candidate fails to provide such timely written notice, the Fire Chief or his designee shall make such selection on behalf of the candidate and shall notify the candidate in writing.

The officer evaluation for Lieutenant shall be based on the following job-related qualities of an effective leader:

- 1. Leadership by example;
- 2. Demonstration of superior job knowledge and skills, including a record of demonstrating strong organizational skills;
- 3. Ability to motivate members of a team to perform necessary tasks, including, but not limited to, performing unpleasant tasks and assignments;

4. Ability to make unpopular decisions when necessary (e.g. choosing the “harder right,” willingness to stand up for his/her convictions, etc.);
5. Ability to work well in a group setting (e.g. allowing a group to devise a solution to a problem while working as both a team member and a team leader);
6. Ability to identify a team’s strengths and weaknesses;
7. Ability to make sound judgments (e.g. separating personal emotions from objective factors);
8. Ability to function under stress in a calm and deliberate manner;
9. Possession of qualities of character, including, but not limited to: honesty, optimism, creativity, integrity, dependability, and diplomacy;
10. Ability to sacrifice personal interest to the needs of the group as a whole.

Each officer on the evaluation panel will evaluate each candidate independently. Scoring for each quality will be based on a scale from zero (0) to four (4) with zero (0) being the lowest score and four (4) being the highest score.

Scoring for Officer Evaluation:

- 0 – Does not routinely meet expectations
- 1 – Occasionally fails to meet expectations
- 2 – Consistently meets expectations
- 3 – Occasionally exceeds expectations
- 4 – Consistently exceeds expectations

Each evaluator’s scores shall be sealed after completion and before results are submitted to the Fire Chief who will maintain such scores until the completion of the Oral Interview. Monitors shall not be required regarding the process of assigning points for the Officer Evaluation.

In calculating each candidate’s composite score, each evaluator’s score for each candidate shall be totaled then divided by ten (10). Such evaluator’s average score shall then be added to each other evaluator’s average score for each candidate, and such total shall then be divided by seven (7) in order to determine each candidate’s composite score. Such candidate’s composite score shall then be multiplied by 2.5 in order to determine each candidate’s weighted score. For each candidate evaluated, the candidate, his or her assigned Battalion Chief, all Deputy Chiefs, the Fire Chief, all other evaluators and the Union shall have the right to review the completed evaluations at the conclusion of the promotional process.

- C. Seniority. Seniority points shall be computed as of the date of the written examination and shall deduct for any breaks in service. Candidates in the

Lieutenant promotional process shall be granted one half (1/2) point for each full six (6) months of service as a sworn member of the Palatine Fire Department since the employee's four (4) year anniversary up to a maximum of ten (10) points. The seniority list shall be posted after completion of the oral interview process.

- D. Ascertained Merit. The parties agree that this Section shall constitute compliance with Section 40(a) of the Fire Department Promotion Act. On or about 365 days prior to the expiration of the current promotion list, labor and management will meet to discuss the accuracy and relevancy of the ascertained merit components. If the two groups are unable to agree on revisions/updates to the ascertained merit, the original list posted in the current CBA will remain effective. Candidates wishing to receive points under Ascertained Merit shall submit a request for points prior to the start of the Oral Interviews, as determined by the Fire Chief or his designee, and include substantiation of points (i.e. Copies of degrees, transcripts, or certifications, evaluations or letters certifying involvement, etc.). Ascertained Merit points shall be posted after completion of the oral interview process and shall be computed on the basis of the following (maximum of 10 points):

EDUCATION (Max 5 points)

Associate Degree from an accredited college or university – 1 point,
or

Bachelor Degree from an accredited college or university – 2 points,
or

Master Degree from an accredited college or university – 3 points
(i.e., an employee can receive points for only one degree level).

OSFM Fire Apparatus Engineer Certification- ½ point

Smoke Divers – ½ point

FAST – ½ point

IFSI RIT Under Fire 40-hour course or IFSI Responder Intervention Team Rescue Technician – ½ point

IFSI Fireground Company Officer 40-hour course or equivalent – ½ point

OSFM Fire Officer I coursework – ¼ point per class (OSFM certification = 1 ¼ points)

OSFM Fire Officer II coursework – ¼ point per class (OSFM certification = 1 point)

OSFM Incident Safety Officer Certification – ½ point

Saving Our Own – ¼ point

OSFM Company Fire Officer coursework – ¾ point for completed Phase I and Phase II, ¼ point for completed Phase III, ¼ point for Instructor I (OSFM certification = 1¼ points)

OSFM Advanced Fire Officer coursework – ½ point for completed Phase I and Phase II, ¼ point for completed Phase III, ¼ point for Instructor II, ½ point for Incident Safety Officer (OSFM certification = 1-½ points)

IFSI Light'em & Fight'em – ¼ point

IFSI Fire College – ¼ point
(Points may not be duplicated for repeating same class.)

SPECIALTY TEAM (Max 1 ½ points)

Former primary or secondary member with at least five (5) years of service or a current primary or secondary member of the Dive Rescue, Fire & Arson Investigation, Hazardous Materials, or Technical Rescue Team.

1 point for first team, ½ point for additional team (Max 1 ½ points)

EXPERIENCE

Maximum one (1) point for paramedic preceptor activity current or former
Actually serving as a primary paramedic preceptor – 1 point
Actually serving as a secondary paramedic preceptor – ½ point

Palatine Fire Department Engineer – ½ point

Former member with minimum three (3) years experience or current member of the Palatine Fire Prevention Division – 1 point

Instructor for organized departmental training for at least two (2) training sessions over the last three (3) years from the date of the written examination – ½ point

COMMITTEES, BOARDS, AND AREAS OF RESPONSIBILITY
(Max 3 ½ points)

½ point each, current or previous

Active Shooter Committee	FOG Manual Committee
Awards Committee	Foreign Fire Tax Board
Bicycle Paramedic	Grant Committee
Building & Grounds	Harper College Intern Mentor
CARS/GEAC/Image Trend	Hazardous Materials Monitors
Clothing Committee	Historian
Communications Committee	Honor Guard
Computers/IT	Hose/Engineering Committee
CPR/AED/First Aid Instructor	Human Services
Critique Committee	Infection Control/DICO
Defibrillator & Battery Manager	Insurance Advisory Committee
Driver Safety Evaluator	Juvenile Fire Setter Interventionist
EMS Advisory Board (NCH EMSS)	Kitchen Supply Manager
EMS Education & Training (NCH EMSS)	Ladders
EMS Equipment & Inventories	Life Jacket Loaner Program
EMS PBPI (NCH EMSS)	Maps/PIP
EMS Reporting & Documentation	New Employee Mentor
EMS Research & Development (NCH EMSS)	New Recruit Committee
EMS System Affairs (NCH EMSS)	New Vehicle Committee & Outfitting

NFIRS/Firehouse/Image Trend Fire
Reporting
Palatine Police and Fire Benevolent
Association Board
Peer Fitness Trainer/Assistant PFT/Wellness
Committee
Pension Board
Policies and Procedures
Public Education
Radios
Retired Personnel Liaison
Health and Safety Committee
SCBA

School Talks Instructor
(including High School Program)
Small Tools
Standardization Committee
Strategic Planning Committee
Tertiary Specialty Team Member
Traffic Pre-Emption
Union Executive Board
Union Steward
Union Trustee
Vacation Calendar Coordinator/ Assistant
Vehicle Maintenance

The parties agree that the intent of this Section is to be as inclusive as possible of participation and involvement while appropriately differentiating experiences. To that end, in the case when a candidate believes that ascertained merit points should be awarded for participation under committees, boards and areas of responsibility, and the above list is ambiguous or silent, at least one (1) representative of management and one (1) representative of labor who is not a candidate in the process will meet to discuss and reach consensus as to the awarding of the points in question.

- E. Oral Interviews. Oral interviews shall be scored by a seven (7) member panel. The panel shall consist of three (3) members of the Board of Fire and Police Commissioners (as determined by the Board of Fire and Police Commissioners), two (2) members selected by the Union, and two (2) members selected by the Fire Chief or his designee. The Board of Fire and Police Commissioners (BFPC), Union, and Fire Chief may each have one alternate scorer present. The Union and Fire Chief shall decide jointly whether their picks shall be from a pool of: (1) active and/or retired Palatine Fire Department employees of higher rank than the candidates, (2) certified assessors, and/or (3) other outside Fire Department personnel of a higher rank than candidate from a fire department of comparable size in the Chicago metropolitan area. If a joint decision cannot be reached by the Union and the Fire Chief within forty five (45) days of the written examination, the Union and the Fire Chief may make their selections from any of the three pools of panel members. The panel shall conduct an individual oral interview with each candidate. Questions asked during the oral interview shall be job-related and be applied uniformly to all candidates.

Oral interviews shall be scored by each panel member separately, on a scale of a maximum of 100 points. The scores of each panel member shall then be added together by the BFPC or its designee, and such total shall be divided by seven (7) members in order to obtain the candidate's average score. Such average score shall be multiplied by 25% in order to determine its weighted value. All scorers (including alternates) are authorized to maintain a copy of all personal notes taken

during the Oral Interview to be used during the review sessions. The Union and the Fire Chief may each elect to have their selections for panel members present to monitor and review the administration, and calculation of scores.

- F. Written Examination. The written examination shall be administered at least fourteen (14) days after all the other components have been administered and scores posted. The written examination shall be developed by an independent outside agency and shall have been independently validated. The examination shall be based only on the contents of written materials that the Fire Chief has identified as being appropriate for promotion to the rank of Lieutenant in the Palatine Fire Department. The Union and the Village may each select up to two (2) impartial persons who are not members of the Department to monitor and review the administration, scoring, and posting of scores for the written examination. Two copies of the written materials on which the examination is based will be made available to potential examinees at each fire station at least ninety (90) days before the examination is administered. The written examination will be the last phase of the promotional examination process.

Section 20.5. Scoring of Components and Monitoring.

The administration and scoring of the Chief's Points, Officer Evaluation, Seniority, and Ascertained Merit may occur simultaneously. In an effort to eliminate influence on other components of the process, the scores for Chief's Points and Officer Evaluations shall be sealed after each component is completed and before the results are submitted to the Fire Chief or his designee. Administration and scoring of all these components must be completed before the Oral Interview is administered.

Once all candidates have completed the Oral Interview, the scores for all completed components for each candidate shall be unsealed and tallied by the Fire Chief or his designee and the Union President or his designee, provided however that if the Union President is a candidate in the process, he/she shall assign a designee not involved in the process. These representatives shall have the authority to interpret and adjust scores based upon erroneous and/or unclear submissions (e.g., mathematical miscalculations outside of the candidates control, reasonable equivalents of ascertained merit components consistent with the intent of Agreement, missing/inaccurate information, etc.) only when the two agree. If the two do not agree, the Training Chief shall have the authority to make a final determination. The Chief's Points, Officer Evaluation, Seniority, Ascertained Merit, and Oral Interview scores shall then be posted on the bulletin board at each fire station at least fourteen (14) days prior to the Written Examination.

The Union and the Village may each select up to two (2) impartial persons who are not members of the Department (except for the Oral Interviews, as may be provided in Section 20.4.E) to monitor and review the administration (including unsealing Chief's Points and Officer Evaluations), scoring (including the calculation of composite and weighted scores), and posting of scores for all components except as expressly stated. This Section is a modification of Section 25 of the Fire Department Promotion Act. The observers monitoring the promotion process (including the oral interview) are authorized to be present and observe when any component of the

test is administered or scored including any discussion during the scoring process which may affect the outcome of scores or placement on the list. Observers may not interfere with the promotion process, but shall promptly report any observed or suspected violation of the requirements of this Article to the Village and the Union.

Section 20.6. Posting of Preliminary Promotion List.

Once all candidates have completed the Written Examination, the scores for all components for each candidate shall be tallied and a preliminary promotion list shall be prepared by the Board of Fire and Police Commissioners on which candidates shall be ranked in rank order based on the highest to the lowest points scored on all components of the promotional process. This preliminary promotion list shall then be posted along with the Written Examination scores on the bulletin board at each fire station.

Section 20.7. Veteran's Preference Points and Posting of Final Promotion List.

A candidate on the preliminary promotion list who is eligible for veteran's preference points under any applicable law may file a written application within 10 days after the initial posting of the preliminary promotion list. If requested, the veteran's preference points shall be added to the candidate's total score on the preliminary promotion list. The Board of Fire and Police Commissioners shall make adjustments to the rank order on the preliminary promotion list based on any veteran's preference points awarded. The final promotion list shall then be posted on the bulletin board at each fire station no later than twenty-one (21) days after the expiration of the time period for claiming veteran's preference points listing, in rank order from highest to lowest, the scores of all candidates whose scores for all components of the promotional process and veteran's preference points, if any, are 70 or better.

Section 20.8. Review Session.

At the conclusion of the examination process, candidates may request a private review session with the Fire Chief and/or his designee(s). At such review session, the Fire Chief and/or his designee(s) will provide the scores of the components of the examination process, provide the reasoning underlying the criteria used in assigning Chief's Points (but not the Chief's rationale for any individual's score on the Chief's Points component), the rationale underlying the questions posed for the oral interviews, as well as gather feedback on the examination process from the candidate. Candidate(s) shall also be provided with access and an opportunity to review the officer evaluation forms.

The parties agree that the substance of such feedback or reasoning is provided solely for the purpose of providing insights to the candidate to foster personal growth and improve performance, and, consistent with Section 20.11(Right of Review), shall not be the subject of a grievance.

Section 20.9. Order of Selection.

When there is a vacancy (e.g., a position becomes vacant due to resignation, discharge, promotion, death or the granting of a disability or retirement pension, or any other cause) or a newly created position in the rank of Lieutenant that the Village Council has funded and authorized to be filled,

the Fire Chief shall appoint the person with the highest ranking on the final promotion list, except that the Fire Chief shall have the right to pass over that person if the Fire Chief has reason to conclude that the highest ranking person has since the posting of the promotion list demonstrated substantial shortcomings in work performance or has engaged in misconduct affecting the person's ability to perform the duties of Lieutenant. If the highest ranking person is passed over, the Fire Chief shall document the reasons for the decision and shall so advise the person passed over. Unless the reason for passing over the highest ranking person on the list at the time of the vacancy is not remediable, no such person shall be passed over more than once. Any dispute as to the selection of the first or second highest ranking person shall be subject to the grievance procedure contained in ARTICLE X of the Agreement.

Any candidate may refuse a promotion once without losing his or her position on the final promotional list. Any candidate who refuses a promotion a second time shall be removed from the final promotion list, provided that such action shall not prejudice a person's opportunity to participate in future promotional processes.

Section 20.10. Duration of Final Promotion List.

A final promotion list shall be effective for a period of three (3) years from the date of its posting or until the list is exhausted, whichever occurs first. If a vacated Lieutenant position is not filled due to the lack of funding or authorization by the corporate authorities and is subsequently reinstated during a period of up to five (5) years beginning from the date on which the position(s) was vacated, such position(s) shall be filled from the list in effect when the vacancy originally occurred. All other vacancies shall be filled from the list(s) in effect when the vacancy occurs.

Section 20.11. Right of Review.

Any affected person or party who believes that an error has been made with respect to eligibility to take an examination, examination result, placement or position on a promotion list or veteran's preference may file a grievance at Step 3 in accordance with the provisions of the grievance and arbitration procedure set forth in ARTICLE X of this Agreement, subject to the following provisions:

- A. Any such grievance must be filed within five (5) calendar days of the date the final promotion list is posted.
- B. The grievance shall be limited to disputes relating to a claim that the Village failed to follow the requirements of this Article in administering the promotional process. Only such objective grievances shall be allowed under the parties' grievance and arbitration procedure set forth in ARTICLE X.
- C. The grievance shall not involve any claims relating to disputes over the level of ratings or points awarded by an evaluator, interviewer, the Fire Chief or his designee as to any component of the test, other than the accuracy of the computations of the points awarded.

If a grievance is filed, the promotion shall be held in abeyance pending completion of the grievance process. During the pendency of any such grievance, the Fire Chief may assign an employee on a temporary basis to serve as acting Lieutenant.

Section 20.12. Battalion Chiefs and Division Chiefs.

Consistent with applicable law, the parties agree that promotions to the rank of Battalion Chief and Division Chief are exempt from the provisions of the Fire Department Promotion Act (50 ILCS 742/1 et seq.), and that the Village has the sole authority to promote employees to the rank of Battalion Chief and Division Chief.

ARTICLE XXI
PROMOTIONS TO CAPTAIN

Section 21.1. General.

Promotions to the rank of Captain shall be conducted in accordance with the provisions of the Fire Department Promotion Act (Public Act 93-411, 50 ILCS 742). Nothing in this Agreement shall be construed to imply a waiver of the provisions of the Act. It is the intent of the parties that promotional examinations are to be administered in accordance with the procedures of the Act, except as expressly modified by this Agreement. Where other provisions of this Article provide for language that is different from the language of the Act, such language shall be construed as supplementary to the language of the Act and not a waiver.

The examination process for promotion to the rank of Captain shall be competitive among employees in the rank of Lieutenant who meet the eligibility requirements set forth in Section 21.2 below and desire to submit themselves to such process.

Section 21.2. Eligibility Requirements.

Members of the bargaining unit shall be eligible to participate in the process for promotion to Captain if they (1) have completed a minimum of two (2) years as a Lieutenant on the Palatine Fire Department as of the last day of the month in which the oral interviews begin, and (2) are certified as Fire Officer I by the Illinois Office of the State Fire Marshal.

Anniversaries of service which affect eligibility for promotion will be considered to occur on the anniversary of the employee's date of promotion to Lieutenant. However, any gap in continuous full-time service shall be subtracted from the employee's time of service for the purpose of determining eligibility. The parties agree that this Section shall constitute compliance with Section 15(b) of the Fire Department Promotion Act.

Section 21.3. Components of the Promotional Process and the Weighting of Components.

The placement of eligible candidates on a Captain promotional list shall be based on the points achieved by the candidate on each of the following components:

Component	Percentage Weighting
Seniority	5%
Ascertained Merit	10%
Chief's Points	10%
Battalion Chief Evaluation	25%
Peer Evaluation	25%
Oral Interview	25%

Each eligible candidate shall be entitled to participate in all components of the promotional process. If a candidate wishes to withdraw from the promotional process before the completion of

all components of the promotional process, the candidate shall so advise the Fire Chief or his designee in writing.

Section 21.4. Administration of Promotional Process Components.

The components of the promotional process for Captain shall be administered in the following order as scheduled by the Fire Chief or his designee:

- A. Seniority. Seniority points shall be computed as of the last day of the month in which the oral interviews begin. Candidates in the Captain promotional process shall be granted one (1) point for each full two (2) years of service as a Lieutenant on the Palatine Fire Department since the employee's two (2) year anniversary of promotion up to a maximum of five (5) points. The seniority list shall include the promotion date, any breaks in service, the total number of eligible years, and the number of seniority points.
- B. Ascertained Merit. The parties agree that this Section shall constitute compliance with Section 40(a) of the Fire Department Promotion Act. On or about 365 days prior to the expiration of the current promotion list, labor and management will meet to discuss the accuracy and relevancy of the ascertained merit components. If the two groups are unable to agree on revisions/updates to the ascertained merit, the original list posted in the current CBA will remain effective. Candidates wishing to receive points under Ascertained Merit shall include substantiation of points (i.e. copies of degrees, transcripts, or certifications, evaluations or letters certifying involvement, etc.) with the application for points. Candidates will be given at least thirty (30) days notice of the deadline for applying for Ascertained Merit points. Ascertained Merit points shall be computed on the basis of the following (maximum of 10 points):

Associate Degree from an accredited college or university – 1 point,
or
Bachelor Degree from an accredited college or university – 3 points,
or
Master Degree from an accredited college or university – 5 points
(i.e., an employee can receive points for only one degree level).

OSFM Fire Officer II coursework – ½ point per class or OSFM Advanced Fire Officer coursework – ½ point for completed Phase I, ½ point for completed Phase II, ½ point for completed Phase III, ½ point for Instructor II, ½ point for Incident Safety Officer.

ICS 300 – ½ point

ICS 400 – ½ point

National Fire Academy Command and Control of Incident Operations – ½ point

OSFM Incident Safety Officer Certification – ½ point

Public Information Officer Certification 2-day class – ½ point (ICS specific PIO class excluded)

IFSI Fire Ground Company Officer 40-hour course or equivalent – ½ point

National Fire Academy Command and Control of Fire Department Operations/Target Hazards – ½ point

National Fire Academy Command and General Staff – 1 point (in place of ICS 300 and 400)

OSFM Fire Officer II or OSFM Advanced Fire Officer certification – 2 points (in addition to coursework)

(Points may not be duplicated for repeating same class.)

- C. Chief's Points. The Fire Chief or his designee shall assign points based on his/her assessment of each candidate's qualifications and abilities to perform the duties of Captain. The criteria used in assigning Chief's points shall be disclosed to all candidates prior to assigning points, shall be job-related and be applied uniformly to all candidates. The Fire Chief or his designee shall keep and maintain records of all scores for the duration of the Final Promotion List. Monitors shall not be required regarding the process of assigning Chief's Points. The Chief's Points shall be sealed prior to the beginning of the Oral Interviews and posted at the same time as the preliminary promotion list.
- D. Battalion Chief Evaluation. Candidates will be rated by each Battalion Chief independently. Scoring for each dimension shall be based on a scale from one (1) to five (5) with one (1) being the lowest score and five (5) being the highest score. Candidates shall be rated in the dimensions of (1) emergency scene performance, (2) leadership skills, (3) management and organizational skills, (4) mentoring and crew development skills, and (5) communication skills. Each evaluator's scores shall be sealed after completion and before results are submitted to the Fire Chief or his designee who will maintain such scores until the completion of the Oral Interview. Monitors shall not be required regarding the process of assigning points for the Battalion Chief Evaluation. In calculating each candidate's score, the five (5) dimension scores from each evaluator for each candidate will be totaled. Such evaluator's total score shall then be added to each others evaluator's total score for each candidate, and such total shall then be divided by three (3) in order to determine each candidate's score.
- E. Peer Evaluation. Candidates will be rated by a nine (9) member panel who are members of the bargaining unit, but not candidates in the process, independently. Scoring for each dimension shall be based on a scale from one (1) to five (5) with one (1) being the lowest score and five (5) being the highest score. Candidates shall be rated in the dimensions of (1) emergency scene performance, (2) leadership skills (3) management and organizational skills, (4) mentoring and crew development skills, and (5) communication skills.

The nine (9) member Peer Evaluation panel will be appointed from a pool of interested bargaining unit members by a three (3) member committee comprised of Union Executive Board members, Stewards, and Trustees who are not candidates in the process and cannot select from amongst the three (3) of themselves. The nine (9) member panel shall be bargaining unit members who are not candidates in the process and are chosen to fairly represent different shifts, ranks, and lengths of seniority. The nine (9) member evaluation panel shall consist of three (3) members representing each shift (e.g., has been a member of the shift he/she represents for at least nine (9) of the previous fifteen (15) months). The parties may mutually agree to waive shift time frame requirements.

Each evaluator's scores shall be sealed after completion and before results are submitted to the Fire Chief or his designee who will maintain such scores until the completion of the Oral Interview. Monitors shall not be required regarding the process of assigning points for the Peer Evaluation.

In calculating each candidate's score, the five (5) dimension scores from each evaluator for each candidate will be totaled. Such evaluator's total score shall then be added to each other evaluator's total score for each candidate, and such total shall then be divided by nine (9) in order to determine each candidate's score.

- F. Oral Interviews. Oral interviews shall be scored by a three (3) member panel. The panel shall consist of the Department's (2) Deputy Chiefs, and (1) Training Division Chief. The panel shall conduct an individual oral interview with each candidate. Questions asked during the oral interview shall be job-related and be applied uniformly to all candidates. The Union may select up to two (2) impartial persons who are not members of the Department to monitor and review the administration, scoring, and posting of scores for the Oral Interviews.

Oral interviews shall be scored by each panel member separately, on a scale of a maximum of 100 points. The scores of each panel member shall then be added together by the panel, and such total shall be divided by three (3) in order to obtain the candidate's average score. Such average score shall be multiplied by twenty-five percent (25%) in order to determine its weighted value.

Section 21.5. Monitoring.

The Union and the Village may each select up to two (2) impartial persons who are not members of the Department to monitor and review the administration, scoring, unsealing, and posting of scores for all components except Chief's Points and Seniority. Any compensation for monitors will be made by the selecting party. This Section is a modification of Section 25 of the Fire Department Promotion Act. The observers monitoring the promotion process are authorized to be present and observe when any component of the test is administered or scored, except Chief's Points, Battalion Chief Evaluation, and Peer Evaluation, including any discussion during the scoring process which may affect the outcome of scores or placement on the list. Observers may

not interfere with the promotion process, but shall promptly report any observed or suspected violation of the requirements of this Article to the Village and the Union.

Section 21.6. Scoring of Components and Posting of Preliminary Promotion List.

The scores for Seniority and Ascertained Merit shall be posted after the application deadline for Ascertained Merit points and at least one (1) week before the beginning of the Oral Interviews. The administration and scoring of the Chief's Points, Battalion Chief Evaluation, and Peer Evaluation may occur simultaneously after the announcement of such application deadline, but, in an effort to eliminate influence on other components of the process, the scores for each of these components shall be sealed after each component is completed and before the results are submitted to the Fire Chief or his designee. Administration and scoring of all other components must be completed before the Oral Interview is administered. Once all candidates have completed all components of the promotional process, the scores for all components for each candidate shall be unsealed and tallied. A preliminary promotion list shall be prepared by the Fire Chief or his designee on which candidates shall be ranked in rank order based on the highest to the lowest points scored on all components of the promotional process. This preliminary promotion list shall then be posted along with the Chief's Points, Battalion Chief Evaluation, and Peer Evaluation scores on the bulletin board at each fire station.

Section 21.7. Veteran's Preference Points and Posting of Final Promotion List.

A candidate on the preliminary promotion list who is eligible for veteran's preference points under any applicable law may file a written application within ten (10) days after the initial posting of the preliminary promotion list. If requested, the veteran's preference points shall be added to the candidate's total score on the preliminary promotion list. The Fire Chief or his designee shall make adjustments to the rank order on the preliminary promotion list based on any Veteran's Preference Points awarded. The final promotion list shall then be posted on the bulletin board at each fire station no later than twenty-one (21) days after the expiration of the time period for claiming Veteran's Preference Points listing, in rank order from highest to lowest, the scores of all candidates whose scores for all components of the promotional process and Veteran's Preference Points, if any, are 70 or better.

Section 21.8. Review Session.

At the conclusion of the examination process, candidates may request a private review session with the Fire Chief and/or his designee(s). At such review session, the Fire Chief and/or his designee(s) will provide the scores of the components of the examination process, provide the reasoning underlying the criteria used in assigning Chief's Points (but not the Chief's rationale for any individual's score on the Chief's Points component), the rationale underlying the questions posed for the oral interviews, as well as gather feedback on the examination process from the candidate. Candidate(s) shall also be provided with access and an opportunity to review the Battalion Chief Evaluation and Peer Evaluation forms.

The parties agree that the substance of such feedback or reasoning is provided solely for the purpose of providing insights to the candidate to foster personal growth and improve performance, and, consistent with Section 21.11(Right of Review), shall not be the subject of a grievance.

Section 21.9. Order of Selection.

When there is a vacancy (e.g., a position becomes vacant due to resignation, discharge, promotion, transfer, death or the granting of a disability or retirement pension, or any other cause) or a newly created position in the rank of Captain that the Village Council has funded and authorized to be filled, the Fire Chief or his designee shall appoint the person with the highest ranking on the final promotion list, except that the Fire Chief or his designee shall have the right to pass over that person if the Fire Chief or his designee has reason to conclude that the highest ranking person has since the posting of the promotion list demonstrated substantial shortcomings in work performance or has engaged in misconduct affecting the person's ability to perform the duties of Captain. If the highest ranking person is passed over, the Fire Chief or his designee shall document the reasons for the decision and shall so advise the person passed over. Unless the reason for passing over the highest ranking person on the list at the time of the vacancy is not remediable, no such person shall be passed over more than once. Any dispute as to the selection of the first or second highest ranking person shall be subject to the grievance procedure contained in ARTICLE X of the Agreement.

Any candidate may refuse a promotion once without losing his or her position on the final promotional list. Any candidate who refuses a promotion a second time shall be removed from the final promotion list, provided that such action shall not prejudice a person's opportunity to participate in future promotional processes.

Section 21.10. Duration of Final Promotion List.

A final promotion list shall be effective for a period of three (3) years from the date of its posting or until the list is exhausted, whichever occurs first. If a vacated Captain position is not filled due to the lack of funding or authorization by the corporate authorities and is subsequently reinstated during a period of up to five (5) years beginning from the date on which the position(s) was vacated, such position(s) shall be filled from the list in effect when the vacancy originally occurred. All other vacancies shall be filled from the list(s) in effect when the vacancy occurs.

Section 21.11. Right of Review.

Any affected person or party who believes that an error has been made with respect to eligibility to take an examination, examination result, placement or position on a promotion list or veteran's preference may file a grievance at Step 3 in accordance with the provisions of the grievance and arbitration procedure set forth in ARTICLE X of this Agreement, subject to the following provisions:

- A. Any such grievance must be filed within five (5) calendar days of the date the final promotion list is posted.

- B. The grievance shall be limited to disputes relating to a claim that the Village failed to follow the requirements of this Article in administering the promotional process. Only such objective grievances shall be allowed under the parties' grievance and arbitration procedure set forth in ARTICLE X.
- C. The grievance shall not involve any claims relating to disputes over the level of ratings or points awarded by an evaluator, interviewer, the Fire Chief or his designee as to any component of the test, other than the accuracy of the computations of the points awarded.

If a grievance is filed, the promotion shall be held in abeyance pending completion of the grievance process. During the pendency of any such grievance, the Fire Chief may assign an employee on a temporary basis to serve as acting Captain.

Section 21.12. Battalion Chiefs and Division Chiefs.

Consistent with applicable law, the parties agree that promotions to the rank of Battalion Chief and Division Chief are exempt from the provisions of the Fire Department Promotion Act (50 ILCS 742/1 et seq.), and that the Village has the sole authority to promote employees to the rank of Battalion Chief and Division Chief.

The parties agree that the Village has the right demote employees not covered by this Agreement in the rank of Battalion Chief and Division Chief to the rank of Captain or Lieutenant provided that such demotion shall not adversely affect any collective bargaining unit member including, but not limited to, demotion and/or layoff of collective bargaining members. Further, the parties agree that the demotion of a Battalion Chief or Division Chief to the rank of Lieutenant shall be construed as a demotion to the rank of Captain, and into the bargaining unit, followed by an immediate demotion to the rank of Lieutenant. As such, the parties agree that the Union and any such employee demoted to the rank of Lieutenant shall be entitled to file a grievance at Step 3 in accordance with the provisions of the grievance and arbitration procedure set forth in ARTICLE X of this Agreement, subject to the following provisions:

- A. The grievance shall be limited to the demotion from Captain to Lieutenant and disputes relating to a claim that the Village did not have just cause for such demotion.
- B. The remedy of such grievance shall be limited to reinstatement to the rank of Captain and damages limited to lost wages and benefits relating to the demotion from Captain to Lieutenant only.
- C. These provisions shall not limit the rights of the Union or any applicable employee from filing a grievance claiming that the demotion adversely affected the bargaining unit.

ARTICLE XXII
SAVINGS CLAUSE

If any provision of this Agreement or the application of such provision, is or shall at any time be contrary to or unauthorized by law, or modified or affected by the subsequent enactment of law, or held invalid and unenforceable by operation of law or by any board, agency or court of competent jurisdiction, then such provision shall not be applicable or performed or enforced, except to the extent permitted or authorized by law; provided that in such event all other provisions of this Agreement shall continue in effect.

In such event, the parties shall, upon the request of either party, commence good faith bargaining over possible replacement language for the invalidated article, section or portion of this Agreement.

ARTICLE XXIII
TERMINATION

Termination in 2028. Unless specifically provided otherwise herein, this Agreement shall be effective as of January 1, 2025 and shall remain in full force and effect until 11:59 p.m. on the 31st day of December, 2028 for all hours worked for all employees covered by this Agreement, provided that any provision that modifies a statute that pre-empted Home Rule authority or that covers a permissive subject of bargaining shall lapse at the expiration of the Agreement, unless the parties mutually agree to continue it. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least ninety (90) days prior to the December 31 anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than ninety (90) days prior to the anniversary date

EXECUTED this XXXX day of November, 2026

VILLAGE OF PALATINE

PALATINE FIREFIGHTERS,
LOCAL NO. 4588, INTERNATIONAL
ASSOCIATION OF
FIREFIGHTERS, AFL-CIO, CLC

Mayor
Attest

President

Village Clerk

Vice President

Secretary

APPENDIX A

HIRE-BACK BANK

When an employee works a hire-back or otherwise earns compensatory time off, he may elect to bank the hours as compensatory time in lieu of receiving monetary compensation in that pay period. In consideration of the Village offering this limited compensatory time, the Village and the Union agree, in furtherance of Section 7 (o)(5) of the Fair Labor Standards Act, to place restrictions on the use of compensatory time under circumstances which they agree would constitute an “undue disruption” of the Department’s operations. This banked time may be used to take time off at a future date when the leave calendar might otherwise be full and prevent normal scheduling of time off, or in the case of a personal emergency where time off is needed.

The following procedure shall be followed for utilizing the Hire-Back Bank option:

1. Accrual Limits: Banked time may be accumulated in increments of no less than 2 hours at a time. Time shall be banked at a rate of 1.5 times the number of hours worked (e.g., 24 hours worked equals 36 hours banked). A maximum of 120 hours may be held in the bank at any one time.

If time worked is to be banked, all of it must be banked (i.e., if 7 hours worked, all 7 must be banked if electing to do so). However, if the full amount would cause the balance accrued to exceed the maximum 120 hours, only that which will bring the balance to 120 hours will be banked and the remainder will be paid as overtime.

2. Notice of Banking a Hire-Back: When an employee elects to bank a hire-back or pay for holiday work, the employee shall notify the Shift Commander within four (4) hours of reporting for duty on the hire-back or holiday date.
3. Requesting to Use Hire-Back Bank Time (Non-Holiday): In order to request Hire-Back Bank time, the employee must have the time in the bank. The time must be requested in increments of one (1) hour, with a minimum of four (4) hours. A Request to Use Hire-Back Bank Time form shall be completed by the employee and submitted to the Shift Commander. All requests will be recorded with the date and time they are received.

In general, the employee should provide as much advanced notice of the request as possible. The employee should notify his/her Shift Commander by 5:00 p.m. on his/her duty day in advance of the requested Hire-Back Bank usage. No more than a total of three (3) additional requests received after 5:00 p.m. on the duty day in advance of the requested Hire-Back Bank usage will be honored except in cases of emergency, as determined by the Shift Commander.

4. Requesting to Use Hire-Back Bank Time (Holiday): No more than three (3) requests (24-hour or shorter) will be honored for any of the following holidays. In order to provide fair distribution of requests for premium holidays, initial requests for any of the following holidays may be prioritized by a lottery system: New Years Day, Easter, Labor Day, Memorial Day, Independence Day, Thanksgiving Day, Christmas Eve, Christmas Day, and New Years Eve. If two (2) or more requests for such holidays are received sixty (60) days prior to the holiday, requests shall be processed by a Union representative at least thirty (30) days before the holiday according to procedures which

shall be uniformly applied. The requests will be selected at random by a bargaining unit representative on each shift to fill the slots and labeled by priority. All additional requests for any such holidays will be handled on a first come first served basis.

5. Unduly Disruptive Days: If a hire-back is necessary to cover the employee's requested time off (i.e., the employee's leave will cause the shift to fall below the established minimum shift staffing) the Shift Commander shall so advise the employee. All Hire-Back and Force Back rules shall apply in order to fill vacancies caused by a Hire-Back Bank Request except as expressly modified by this Article. It is agreed by the parties that the implementation of such Hire-Back and Force Back rules will necessitate additional administrative and operational efforts in order to fill such hire-back slot(s), thus causing undue disruption to the Department's operation. If a hire-back is necessary to cover the employee's requested time off, the parties hereto agree that such request cannot be filled within a reasonable period of time without unduly disrupting the operations of the Fire Department. In such case, the employee shall have the following options:
 1. to direct the Battalion Chief to forgo the request for time off and requisition payment for 36 hours of banked time (e.g., 24 hours requested at time and a half equals 36 hour reduction in Hire-Back Bank) on the next regular payroll check;
 2. to withdraw the request and to resubmit a request for leave at another time that does not cause a hire-back; or,
 3. take the leave requested.

If the leave requested causes a hire-back, the scheduled employee taking the leave shall be designated as having taken an "unduly disruptive day" and the scheduled employee's hire-back bank shall be reduced by time and one half for each hour granted off (e.g., 24 hour hire-back at time and a half equals 36 hour reduction in Hire Back Bank). If no hire-back is required, the request shall be deemed to be not unduly disruptive, and the employee taking the leave shall have his Hire-Back Bank reduced hour for hour (e.g., 24 hours off equals 24 hours reduction in Hire Back Bank).

6. Filling Hire-Back Bank Requests: Requests for Hire-Back Bank use will be prioritized in the order in which they are received. If the requirements of a specific assignment cannot be met (e.g., officer, tower driver, etc.), or if more than three (3) requests are received for any holiday (as defined in this Article), or if sufficient hire-backs cannot be filled to meet the number of requests, the requests will be denied in reverse order of priority. When attempting to fill a request, no more than three (3) attempts will be made. Force back rules will apply only for use in increments of twenty-four (24) hours and will not apply for uses on holidays. After three (3) unsuccessful attempts to fill a request of less than twenty four (24) hours or a holiday request, the request will be denied.

In order to minimize personnel changing stations during a shift to accommodate Hire-Back Bank usage of twelve (12) hours or less, the Shift Commander may, in his reasonable discretion, direct that preference be given to a specific assignment (e.g., officer, engineer, blue shirt, etc.).

7. Overage Costs: The Village should incur no additional costs due to Hire-Back Bank usage. As such, when an over run/holdover occurs in Hire-Back Bank usages in increments of less than twenty-four (24) hours, the employee using the Hire-Back Bank time shall have the following options:
 1. The overage time will be charged to the employee using the Hire-Back Bank and his/her balance will be reduced accordingly to credit the employee providing coverage for the Hire-Back Bank usage (e.g., 1.5 hour reduction for each hour of overage). In such cases, the employee's Hire-Back Bank will be allowed to accrue a negative balance. The Request to Use Hire-Back Bank Time form shall include an agreement which shall authorize the Village to withhold from the employee's compensation any amount needed to reimburse the Village for any Hire-Back Bank time that he/she uses prior to being entitled to the time if the employee separates from service with the Village.
 2. In the case of overage costs, the requesting and covering employees may mutually agree that the overage time be considered an emergency duty trade subject to approval of the Shift Commander and there will be no additional balance reduction.
 3. In the case of overage costs, the employee using the Hire-Back may submit a written request to the Fire Chief or his designee for both employees to be paid due to extenuating circumstances.
8. Cash Out: If an employee elects to cash in banked time for time-and-one-half pay (e.g., 24 hours pay at time and a half results in 36 banked hours being deducted), a Request to Use Hire-Back Bank Time Form indicating such shall be completed by the employee and submitted to the Shift Commander.
9. Indemnification: In consideration of the Employer's agreement to allow employees to establish time due compensatory time banks and to schedule time due in accordance with the terms and conditions of this section, the Union agrees to the following:
 - (a) Subject to the parties' agreements and adoption of the alternative procedure described in paragraph (b), The Union and its bargaining unit members agree to defend, indemnify, save and hold harmless the Village, its officers, agents and employees, from any and all damages, costs, expenses and penalties arising from any complaint or allegation that these restrictions on the use of Hire-Back Bank/Compensatory Time do not comply with Section 7(o)(5) of the Fair Labor Standards Act regarding the use of compensatory time.
 - (b) Any and all disputes that may arise between the parties as to the administration of this section shall be resolved through the grievance arbitration procedure, ARTICLE X of this agreement, except that such grievance shall be filed at Step 3. The parties' agreement to utilize the grievance procedure to resolve any disputes arising under this section is based upon the authority vested in them under §§8 and 15(b) of the Act, 5 ILCS §§315/8, 315/15(b). Such agreement is also made in

reliance upon the Supreme court's decision in 14 Penn Plaza LLC v. Pyett, 129 S.Ct. 1456, 186 LRRM 2065 (2009), that such disputes shall include claims or allegations that any restrictions on the use of time due available to employees from their compensatory time banks as established under this section do not comply with §7(o) (5) of the FLSA, 29 USCA §207. In the event that any such grievance is advanced to arbitration, the parties further stipulate and agree that the arbitrator's remedial authority shall be limited to making the grievant(s) whole by granting, consistent with applicable § 7 (o) standards of the FLSA, the cash value of any time due in dispute based on the then applicable overtime rate or awarding additional compensatory time off and shall have no authority to award any attorneys fees or any penalties against the parties.

APPENDIX B
WORK REDUCTION AND VACATION TIME COMPUTATION

The parties agree to institute the following method of computing Work Reduction and Vacation Time balances in cases where the yearly rate would not apply. In such cases, the monthly rate will apply for full months credited/deducted and the daily rate will apply for partial months credited/deducted.

Work Reduction Time Computation

For new employees or employees changing to a 24/48 shift:

The work reduction balance will be credited starting on the first day the employee reports to 24/48 hour shift work.

For employees terminating or employees changing to a different work schedule:

The work reduction credits will end and any excess balance will be reduced at the end of the last calendar day worked, provided that credits will continue while employees are on approved paid leave.

When on light duty, monthly/daily deductions will include all calendar days including weekends.

26 hours per month

28 Day month - .93 hours for each day not to exceed 26 hours

29 Day month - .90 hours for each day not to exceed 26 hours

30 Day month - .87 hours for each day not to exceed 26 hours

31 Day month - .84 hours for each day not to exceed 26 hours

*****All hours will be rounded up to the whole hour after calculation***

Vacation Time Computation

Accrual of time will start on the hire date and will end at the end of the employee's last calendar day employed.

Table B.1

<u>0 through 6 years – 5 days per year or 10 hours per month</u>
28 Day month - .36 hours for each day not to exceed 10 hours
29 Day month - .35 hours for each day not to exceed 10 hours
30 Day month - .34 hours for each day not to exceed 10 hours
31 Day month - .33 hours for each day not to exceed 10 hours

<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>7 through 14 years – 7 days per year or 14 hours per month</u>
28 Day month - .5 hours per day not to exceed 14 hours
29 Day month - .49 hours per day not to exceed 14 hours
30 Day month - .47 hours per day not to exceed 14 hours
31 Day month - .46 hours per day not to exceed 14 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>15 through 20 years – 10 days per year or 20 hours per month</u>
28 Day month - .72 hours per day not to exceed 20 hours
29 Day month - .69 hours per day not to exceed 20 hours
30 Day month - .67 hours per day not to exceed 20 hours
31 Day month - .65 hours per day not to exceed 20 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>21 through 25 years – 11 days per year or 22 hours per month</u>
28 Day month - .79 hours per day not to exceed 22 hours
29 Day month - .76 hours per day not to exceed 22 hours
30 Day month - .74 hours per day not to exceed 22 hours
31 Day month - .71 hours per day not to exceed 22 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>26 years and above – 12 days per year or 24 hours per month</u>
28 Day month - .86 hours per day not to exceed 24 hours
29 Day month - .83 hours per day not to exceed 24 hours
30 Day month - .80 hours per day not to exceed 24 hours
31 Day month - .78 hours per day not to exceed 24 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>

Vacation Time Computation

Effective January 1, 2026

Accrual of time will start on the hire date and will end at the end of the employee's last calendar day employed.

Table B.2

<u>0 through 5 years– 5 days per year or 10 hours per month</u>
28 Day month - .36 hours for each day not to exceed 10 hours
29 Day month - .35 hours for each day not to exceed 10 hours
30 Day month - .34 hours for each day not to exceed 10 hours
31 Day month - .33 hours for each day not to exceed 10 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>6 through 9 years – 7 days per year or 14 hours per month</u>
28 Day month - .50 hours per day not to exceed 14 hours
29 Day month - .49 hours per day not to exceed 14 hours
30 Day month - .47 hours per day not to exceed 14 hours
31 Day month - .46 hours per day not to exceed 14 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>10 through 13 years – 9 days per year or 18 hours per month</u>
28 Day month -.65 hours per day not to exceed 18 hours
29 Day month -.63 hours per day not to exceed 18-hours
30 Day month -.60 hours per day not to exceed 18 hours
31 Day month -.59hours per day not to exceed 18 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>14 through 19 years – 10 days a year or 20 hours per month</u>
28 Day month - .72 hours per day not to exceed 20 hours
29 Day month - .69 hours per day not to exceed 20 hours

30 Day month - .67 hours per day not to exceed 20 hours
31 Day month - .65 hours per day not to exceed 20 hours
<u>20 through 22 years – 11 days per year or 22 hours per month</u>
28 Day month - .79 hours per day not to exceed 22 hours
29 Day month - .76 hours per day not to exceed 22 hours
30 Day month - .74 hours per day not to exceed 22 hours
31 Day month - .71 hours per day not to exceed 22 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>23 through 24 years– 12 days per year or 24 hours per month</u>
28 Day month - .86 hours per day not to exceed 24 hours
29 Day month - .83 hours per day not to exceed 24 hours
30 Day month - .80 hours per day not to exceed 24 hours
31 Day month - .78 hours per day not to exceed 24 hours
<i>**All hours will be rounded up to the whole hour after calculation</i>
<u>25 years and above – 13 days per years or 26 hours per month</u>
28 Day month - .93 hours per day not to exceed 26 hours
29 Day month - .90 hours per day not to exceed 26 hours
30 Day month - .87 hours per day not to exceed 26 hours
31 Day month - .84 hours per day not to exceed 26 hours
<i>**All hours will be rounded up to the whole hour after calulation</i>

APPENDIX C WAGE SCHEDULE

Effective January 1, 2025								
	Firefighter/EMT (FDU 1)		Firefighter/Paramedic (FDU 2)		Lieutenant (FDU 3)		Captain (FDU 4)	
	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual
Step 1	28.54	74,426.61	33.73	87,961.09	38.64	100,765.39	41.98	109,475.44
Step 2	29.91	77,999.30	35.35	92,185.73	40.49	105,589.82	43.99	114,717.12
Step 3	32.28	84,179.78	38.16	99,513.65	43.70	113,960.86	47.48	123,818.34
Step 4	33.83	88,221.87	39.99	104,285.92	45.80	119,437.24	49.76	129,764.13
Step 5	35.45	92,446.51	41.91	109,292.90	48.00	125,174.40	52.15	135,996.77
Step 6	37.15	96,879.77	43.92	114,534.58	50.30	131,172.34	54.65	142,516.27
Step 7	38.45	100,269.91	45.46	118,550.59	52.06	135,762.07	55.61	145,019.76
Step 8	39.80	103,790.44	47.05	122,696.99	53.88	140,508.26	56.58	147,549.32

Effective January 1, 2026								
	Firefighter/EMT (FDU 1)		Firefighter/Paramedic (FDU 2)		Lieutenant (FDU 3)		Captain (FDU 4)	
	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual
Step 1	29.54	77,034.41	34.91	91,038.30	39.87	103,972.99	43.33	112,995.97
Step 2	30.96	80,737.49	36.59	95,419.40	41.78	108,953.88	45.41	118,420.20
Step 3	33.42	87,152.68	39.50	103,008.10	45.10	117,611.78	49.02	127,834.36
Step 4	35.02	91,325.16	41.40	107,962.92	47.27	123,270.71	51.37	133,962.69
Step 5	36.70	95,706.26	43.39	113,152.44	49.54	129,190.41	53.84	140,403.95
Step 6	38.46	100,295.99	45.47	118,576.67	51.92	135,396.98	56.42	147,132.08
Step 7	39.81	103,816.52	47.06	122,723.07	53.74	140,143.17	57.41	149,713.80
Step 8	41.20	107,441.36	48.71	127,025.94	55.62	145,045.84	58.41	152,321.60

Effective July 1, 2026								
	Firefighter/EMT (FDU 1)		Firefighter/Paramedic (FDU 2)		Lieutenant (FDU 3)		Captain (FDU 4)	
	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual
Step 1	29.72	77,503.82	35.13	91,612.01	40.06	104,468.47	43.53	113,517.53
Step 2	31.15	81,232.97	36.82	96,019.20	41.98	109,475.44	45.62	118,967.84
Step 3	33.62	87,674.24	39.74	103,633.97	45.31	118,159.42	49.24	128,408.07
Step 4	35.23	91,872.79	41.65	108,614.87	47.49	123,844.42	51.60	134,562.48
Step 5	36.92	96,279.98	43.65	113,830.47	49.77	129,790.21	54.08	141,029.82
Step 6	38.69	100,895.78	45.74	119,280.77	52.16	136,022.85	56.68	147,810.10
Step 7	40.04	104,416.31	47.34	123,453.25	53.99	140,795.12	57.67	150,391.83
Step 8	41.44	108,067.23	49.00	127,782.20	55.88	145,723.86	58.68	153,025.70

APPENDIX D

APPENDIX E
GRIEVANCE FORM

PALATINE FIRE DEPARTMENT AND PALATINE LOCAL 4588 GRIEVANCE FORM

Grievant: _____ Date of Grievance: _____

I. DATE OF INCIDENT OR DATE KNEW OF FACTS GIVING RISE TO GRIEVANCE: _____

II. SECTIONS OF THIS CONTRACT THAT WERE VIOLATED:

III. SUBJECT OF GRIEVANCE: (Please be specific as to the Who, What, Where, Why, and When as they relate to the facts of the Grievance.)

IV. SUGGESTED CORRECTIONS (Including Make Whole)

Signature of Union Officer

Signature of Grievant

Step 1 – Battalion Chief

Date Submitted: _____ Accepted By: _____

Answer: _____ If Resolved, BC / Union initials: _____

Answer Received By: _____ Date Received: _____

Step 2 – Fire Chief

Date Submitted: _____ Accepted By: _____

Answer: _____ If Resolved, Chief / Union initials: _____

Answer Received By: _____ Date Received: _____

Step 3 – Village Manager

Date Submitted: _____ Accepted By: _____

Answer: _____ If Resolved, VM / Union initials: _____

Answer Received By: _____ Date Received: _____

APPENDIX F
**PALATINE FIREFIGHTERS, LOCAL NO. 4588, INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS, AFL-CIO, CLC**

DUES CHECK-OFF AUTHORIZATION

Although I am aware that I am not required to sign any dues or other fee check-off assignments, or any other Union form, nevertheless, I desire voluntarily to sign and be bound by the provision of this Check-Off Authorization.

I hereby voluntarily authorize and direct the Village of Palatine to deduct from my salary and to pay and forward to said Union such dues and fees uniformly required to acquire and retain membership in the Union, in accordance with the written notice filed by the Union with the Village.

The sums which I have authorized to be checked off should be deducted from my salary each pay period. I am aware that this Check-Off Authorization can be revoked by written notice to the Village and the Union at any time. I am also aware that the Union may change the fixed uniform dollar amount in accordance with the Agreement.

Employee Signature: _____

NAME (Printed)	
HOME ADDRESS	
CITY, STATE AND ZIP	
HOME PHONE	
DATE	

CHECK-OFF REVOCATION

I hereby revoke authorization and direct the Village of Palatine to halt deductions from my salary for such Union dues and fees uniformly required to acquire and retain membership in the Union, in accordance with the written notice filed by the Union with the Village.

Employee Signature: _____
Union Signature: _____

Village of Palatine

Village Clerk

Mayor

Warrant # 22 having been approved by the Village Council on 11-17-25 hereby authorizes the Treasurer to deposit funds from the accounts indicated below

		Check/ACH Disbursements	Electronic (EFT/W-T) Disbursements	Manual Checks	UB Refunds Processed	Fund Expense
General Fund	100	339,731.32	28,074.82	-	-	367,806.14
State Equitable Sharing Fund	222	5,027.03	-	-	-	5,027.03
Downtown TIF Fund	233	380,323.07	-	-	-	380,323.07
Capital Equipment Fund	401	44,136.00	-	-	-	44,136.00
Capital Improvements Fund	402	141,137.55	-	-	-	141,137.55
Water Fund	605	828,131.23	916.69	-	-	829,047.92
Sewer Fund	610	13,056.05	413.67	-	-	13,469.72
Refuse Fund	615	117,616.00	275,071.01	-	836.41	393,523.42
Parking Fund	620	19,446.25	110.59	-	-	19,556.84
Fleet Services Fund	710	33,123.54	4,603.63	-	-	37,727.17
Total Report		1,921,728.04	309,190.41	-	836.41	2,231,754.86



Warrant #22

Invoice Due Date Range 10/01/25 - 12/02/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4040 - 1st Ayd Corporation									
PSI820427	Parts - Stock	Open		10/06/2025	11/05/2025	11/06/2025			219.76
Vendor 4040 - 1st Ayd Corporation Totals							Invoices	1	\$219.76
Vendor 1553 - Acme Truck & Brake Supply									
01_496924	Parts - STOCK	Open		10/21/2025	11/20/2025	11/04/2025			76.60
Vendor 1553 - Acme Truck & Brake Supply Totals							Invoices	1	\$76.60
Vendor 5416 - Advance Auto Parts									
6432528169640	Parts - PT-233	Open		10/08/2025	11/07/2025	11/06/2025			66.52
6432528169641	Parts - PT-233	Open		10/08/2025	11/07/2025	11/06/2025			1,187.88
6432528232142	Parts - PT-233	Open		10/09/2025	11/08/2025	11/06/2025			112.81
6432528832283	Parts - PT-233	Open		10/15/2025	11/14/2025	11/06/2025			40.48
6432529432510	Parts - Stock/PT-233	Open		10/21/2025	11/20/2025	11/06/2025			38.57
6432529532551	Parts - STOCK	Open		10/22/2025	11/21/2025	11/04/2025			46.68
6432529532552	Parts - T-450	Open		10/22/2025	11/21/2025	11/04/2025			57.99
6432529532553	Parts - T-450	Open		10/22/2025	11/21/2025	11/04/2025			51.30
6432529660143	Parts - Stock	Open		10/23/2025	11/22/2025	11/06/2025			54.24
6432530032751	Parts - STOCK	Open		10/27/2025	11/26/2025	11/04/2025			36.72
6432530060295	Parts - T-498	Open		10/27/2025	11/26/2025	11/04/2025			45.50
6432530060296	Parts - T-396	Open		10/27/2025	11/26/2025	11/04/2025			17.64
6432530060298	Parts - STOCK	Open		10/27/2025	11/26/2025	11/04/2025			397.98
6432530232796	Parts - STOCK	Open		10/29/2025	11/28/2025	11/04/2025			32.88
Vendor 5416 - Advance Auto Parts Totals							Invoices	14	\$2,187.19
Vendor 3030 - Advanced Automation & Control									
25-5095	Countryside Pump Station Pump 4, BP-1 and BP-2 VFD Integration	Open		10/14/2025	11/13/2025	11/10/2025			5,464.12
25-5115	Countryside Pump Station Pump 4, BP-1 and BP-2 VFD Integration	Open		10/21/2025	11/20/2025	10/27/2025			1,080.00
Vendor 3030 - Advanced Automation & Control Totals							Invoices	2	\$6,544.12
Vendor 1759 - Air One Equipment, Inc.									
228064	Squad Equipment	Open		10/29/2025	11/28/2025	10/30/2025			136.00
228104	Hurst E-Tool Maintenance	Open		10/30/2025	11/29/2025	10/30/2025			2,193.38
Vendor 1759 - Air One Equipment, Inc. Totals							Invoices	2	\$2,329.38
Vendor 2718 - Alexander Chemical Corporation									
101502	Water Treatment Chemical Rental Fee	Open		10/29/2025	11/28/2025	11/04/2025			216.00
Vendor 2718 - Alexander Chemical Corporation Totals							Invoices	1	\$216.00
Vendor 3060 - Allegra Print & Imaging									



Warrant #22

Invoice Due Date Range 10/01/25 - 12/02/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
106680	2026 Calendars	Open		10/31/2025	11/30/2025	11/03/2025			245.51
106785	Envelopes	Open		10/31/2025	11/30/2025	11/03/2025			204.46
		Vendor	3060 - Allegra Print & Imaging Totals			Invoices	2		\$449.97
Vendor 3241	5432 - Althoff Industries Inc. Police HQ Radio Room Cooling Systems		Open	08/31/2025	11/06/2025	11/06/2025			24,405.00
		Vendor	5432 - Althoff Industries Inc. Totals			Invoices	1		\$24,405.00
Vendor P56C0073872	2496 - Altorfer Industries, Inc Parts - Stock		Open	10/22/2025	11/21/2025	11/06/2025			538.09
		Vendor	2496 - Altorfer Industries, Inc Totals			Invoices	1		\$538.09
Vendor 103025-4	1560 - Applied Geoscience Incorporated Material Testing for 2025 Street Resurfacing Program		Open	10/30/2025	11/29/2025	10/31/2025			9,100.00
103125-1	Material Testing for 2025 Street Resurfacing Program	Open		10/31/2025	11/30/2025	10/31/2025			7,800.00
		Vendor	1560 - Applied Geoscience Incorporated Totals			Invoices	2		\$16,900.00
Vendor 168511H	5021 - Arlington Heights Ford LLC Parts - T-409 A		Open	10/17/2025	11/16/2025	11/06/2025			3,044.15
168679H	Parts - T-409 A	Open		10/18/2025	11/17/2025	11/06/2025			39.43
209673	Repairs-T-511	Open		10/23/2025	11/22/2025	11/04/2025			195.00
168913H	Parts -T-391	Open		10/24/2025	11/23/2025	11/06/2025			261.00
169074H	Parts - T-409A	Open		10/27/2025	11/26/2025	11/04/2025			64.08
168986H	Parts - T-493	Open		10/28/2025	11/27/2025	11/04/2025			254.38
169046H	Parts - T-409A	Open		10/28/2025	11/27/2025	11/04/2025			200.84
		Vendor	5021 - Arlington Heights Ford LLC Totals			Invoices	7		\$4,058.88
Vendor 252430	1443 - Arlington Power Equipment Fuel		Open	10/25/2025	11/24/2025	10/27/2025			458.83
		Vendor	1443 - Arlington Power Equipment Totals			Invoices	1		\$458.83
Vendor 20251105KR-1	5690 - ASIS International, Inc CPTED Cert Program (Jerz & M. Murphy)		Open	11/05/2025	11/17/2025	11/12/2025			450.00
		Vendor	5690 - ASIS International, Inc Totals			Invoices	1		\$450.00
Vendor 02567188056	4455 - AutoZone Stores LLC Parts - T-396		Open	10/27/2025	11/26/2025	11/06/2025			31.90
		Vendor	4455 - AutoZone Stores LLC Totals			Invoices	1		\$31.90
Vendor INUS390084	3520 - Axon Enterprise, Inc. Body Camera Uniform Mounts		Open	10/22/2025	11/21/2025	11/12/2025			68.00



Warrant #22

Invoice Due Date Range 10/01/25 - 12/02/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 3520 - Axon Enterprise, Inc. Totals				Invoices	1	\$68.00
Vendor 3900 - Batteries Plus LLC									
P86675715	SCBA Batteries	Open		10/27/2025	11/26/2025	10/27/2025			397.44
			Vendor 3900 - Batteries Plus LLC Totals				Invoices	1	\$397.44
Vendor 1294 - Berland's House of Tools									
93799	Impact Gun, Shovel & Hammer	Open		10/23/2025	11/22/2025	11/04/2025			667.95
93800	Credit Memo	Open		10/23/2025	11/22/2025	11/04/2025			(156.00)
			Vendor 1294 - Berland's House of Tools Totals				Invoices	2	\$511.95
Vendor 1235 - Bonnell Industries Inc									
0223278-IN	Parts - Stock	Open		10/21/2025	11/20/2025	11/06/2025			4,359.45
			Vendor 1235 - Bonnell Industries Inc Totals				Invoices	1	\$4,359.45
Vendor 1857 - Brian Edward Landscaping Inc									
25373	November 2025 Landscape Maintenance	Open		11/01/2025	12/01/2025	11/05/2025			10,604.75
25374	Rohlwing Road Bridge Pillar and Fence Repair	Open		11/01/2025	12/01/2025	11/05/2025			10,860.00
25375	Irrigation Repairs and Extension-50 N. Brockway Street	Open		11/01/2025	12/01/2025	11/10/2025			4,340.00
			Vendor 1857 - Brian Edward Landscaping Inc Totals				Invoices	3	\$25,804.75
Vendor 4850 - Builders Asphalt, Llc									
180464	Binder and Surface for Hot Paving	Open		10/20/2025	11/19/2025	10/24/2025			852.72
180604	Binder and Surface for Hot Paving	Open		10/21/2025	11/20/2025	10/24/2025			2,297.04
180726	Binder and Surface for Hot Paving	Open		10/22/2025	11/21/2025	10/24/2025			843.88
180727	Binder and Surface for Hot Paving	Open		10/22/2025	11/21/2025	10/24/2025			603.90
180857	Binder and Surface for Hot Paving	Open		10/23/2025	11/22/2025	10/24/2025			1,219.68
180975	Binder and Surface for Hot Paving	Open		10/24/2025	11/23/2025	10/24/2025			1,700.16
181097	Binder and Surface for Hot Paving	Open		10/27/2025	11/26/2025	11/05/2025			348.48
181549	Binder and Surface for Hot Paving	Open		10/30/2025	11/29/2025	11/05/2025			462.00
181690	Binder and Surface for Hot Paving	Open		10/31/2025	11/30/2025	11/05/2025			204.00
181816	Binder and Surface for Hot Paving	Open		10/31/2025	11/30/2025	11/05/2025			137.36



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			Vendor 4850 - Builders Asphalt, Llc Totals				Invoices	10	\$8,669.22
Vendor 5678 - Builtech Services, LLC 2	50 N. Brockway Parking Lot Improvements DPW-2516	Open		10/29/2025	11/28/2025	11/10/2025			304,039.52
			Vendor 5678 - Builtech Services, LLC Totals				Invoices	1	\$304,039.52
Vendor 5200 - Busse's Flowers and Gifts Inc 009456	Bereavement Arrangement - Vlcek	Open		10/23/2025	11/22/2025	10/29/2025			165.00
			Vendor 5200 - Busse's Flowers and Gifts Inc Totals				Invoices	1	\$165.00
Vendor 4978 - C. Acitelli Heating & Piping Contractors, Inc 2279	Boiler #2 Leaking Flue Pipe Repairs-Village Hall	Open		10/22/2025	11/21/2025	11/04/2025			4,198.00
2283	OA Boiler Sensor Replacement-Village Hall	Open		10/22/2025	11/21/2025	11/11/2025			2,581.24
			Vendor 4978 - C. Acitelli Heating & Piping Contractors, Inc Totals				Invoices	2	\$6,779.24
Vendor 5144 - Caguax dba McDonalds #87 2025-00000973	Prisoner Meals (October)	Open		11/01/2025	11/17/2025	11/12/2025			45.44
			Vendor 5144 - Caguax dba McDonalds #87 Totals				Invoices	1	\$45.44
Vendor 5218 - Casey Automotive 426776	Repairs & Maintenance - C-368	Open		10/20/2025	11/19/2025	11/06/2025			912.32
426965	Repairs & Maintenance - C-364	Open		10/24/2025	11/23/2025	11/04/2025			19.55
			Vendor 5218 - Casey Automotive Totals				Invoices	2	\$931.87
Vendor 3406 - CFA Software Inc 15618	2025 Annual CFA Software Maintenance CFAWin8	Open		10/06/2025	11/05/2025	11/07/2025			2,995.00
			Vendor 3406 - CFA Software Inc Totals				Invoices	1	\$2,995.00
Vendor 2555 - Chicago Parts & Sound 40V0071194	Ford Police Interceptor Training-Smith	Open		10/15/2025	11/14/2025	11/07/2025			1,050.00
40V0071199	Ford Police Interceptor Training-Haupt	Open		10/15/2025	11/14/2025	11/07/2025			1,050.00
40V0073814	Parts - STOCK	Open		10/24/2025	11/23/2025	11/04/2025			282.31
			Vendor 2555 - Chicago Parts & Sound Totals				Invoices	3	\$2,382.31
Vendor 3050 - Cintas #22 4247042419	Village Hall Carpets	Open		10/20/2025	11/19/2025	10/17/2025			155.79
4247718251	Uniform Cleaning	Open		10/24/2025	11/23/2025	10/24/2025			133.49
4247718254	Shop Rags	Open		10/24/2025	11/23/2025	10/24/2025			18.07



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4248416398	Shop Rags	Open		10/31/2025	11/30/2025	11/11/2025			18.07
4248416419	CSF Carpets	Open		10/31/2025	11/30/2025	11/11/2025			160.00
4248416533	Uniform Cleaning	Open		10/31/2025	11/30/2025	11/11/2025			133.49
			Vendor	3050 - Cintas #22 Totals		Invoices	6		<u>\$618.91</u>
Vendor 1488 - CNS Tire Supply									
27902	Parts - T-391	Open		10/24/2025	11/23/2025	11/06/2025			291.00
27905	Parts - T-409	Open		10/27/2025	11/26/2025	11/04/2025			291.00
			Vendor	1488 - CNS Tire Supply Totals		Invoices	2		<u>\$582.00</u>
Vendor 2383 - Colfax Welding & Fabricating									
64835	Parts - Stock	Open		10/15/2025	11/14/2025	11/06/2025			27.13
64838	Parts - Leaf Baskets	Open		10/17/2025	11/16/2025	11/06/2025			479.75
			Vendor	2383 - Colfax Welding & Fabricating Totals		Invoices	2		<u>\$506.88</u>
Vendor 2980 - Commonwealth Edison									
4271086000 10/25	Electricity-0 N Rand Rd N Winslowe Dr/Camera	Open		10/17/2025	11/16/2025	11/04/2025			6.70
6000574000 10/25	Electricity-0 N Rand Rd E Lilly Ln/Camera	Open		10/17/2025	11/16/2025	11/04/2025			6.90
8997338111 10/25	Electricity-0 N Rand Rd N Williams Dr/Camera	Open		10/17/2025	11/16/2025	11/04/2025			8.42
5874509000 10/25	Electricity-135 W. Michigan Ave Heat Meter	Open		10/22/2025	11/21/2025	11/04/2025			230.18
5892617000 10/25	Electricity-Middleton Pond Aerator	Open		10/22/2025	11/21/2025	11/04/2025			162.39
6077644390 10/25	Electricity-50 N. Brockway Street Parking Lot Lighting	Open		10/22/2025	11/21/2025	11/04/2025			18.49
5298556000 10/25	Electricity-0 N Rand Rd N Capri Dr/Camera	Open		10/24/2025	11/23/2025	11/04/2025			8.89
			Vendor	2980 - Commonwealth Edison Totals		Invoices	7		<u>\$441.97</u>
Vendor 5604 - Compassion Funeral Service, Inc									
2506414	Body Transport to Cook County Medical Examiners Ofc (25-008176)	Open		10/29/2025	11/13/2025	11/12/2025			351.50
			Vendor	5604 - Compassion Funeral Service, Inc Totals		Invoices	1		<u>\$351.50</u>
Vendor 3810 - Conrad Polygraph Inc									
6793	2025 Conrad (PD 10 new poly exams JD-MC-DV-AF-JK-FV-CV-MR-GG-ED)	Open		10/31/2025	11/03/2025	11/03/2025			2,054.50
			Vendor	3810 - Conrad Polygraph Inc Totals		Invoices	1		<u>\$2,054.50</u>
Vendor 3706 - Constellation NewEnergy Inc									



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71697519601	Electricity-884 E. Lilly Lane Rose and Lilly Lift Station	Open		10/16/2025	11/15/2025	11/05/2025			375.57
71697863401	Electricity-1199 W. Northwest Highway Countryside Pump Station	Open		10/16/2025	11/15/2025	11/05/2025			3,108.28
71697974201	Electricity-700 N. North Court RT/25 Street Lighting	Open		10/16/2025	11/15/2025	11/05/2025			55.97
71706905801	Electricity-0 N. Smith St/1 N Cherrywood Dr. Street Lighting	Open		10/17/2025	11/16/2025	11/05/2025			8,610.33
71707025901	Electricity-0 W. Rohlwing Road RT/25 Street Lighting	Open		10/17/2025	11/16/2025	11/05/2025			203.79
71707073201	Electricity-251 W. Colfax Street RT/25 Parking Lot Lighting	Open		10/17/2025	11/16/2025	11/05/2025			21.16
71707113801	Electricity-47 W. Slade Street RT/25 Street Lighting	Open		10/17/2025	11/16/2025	11/05/2025			31.60
71707460601	Electricity-0 N. Smith St/King George Ct RT/23 Street Lighting	Open		10/17/2025	11/16/2025	11/05/2025			7,379.89
71715775201	Electricity-2399 N. Dee Lane Deer Park Booster Station	Open		10/20/2025	11/19/2025	11/05/2025			215.90
71715841201	Electricity-0 Haleyshill Court Dunhaven Woods Lift Station	Open		10/20/2025	11/19/2025	11/05/2025			157.38
71715853601	Electricity-2175 N. Coach Road Long Grove Well 15	Open		10/20/2025	11/19/2025	11/05/2025			32.80
71715902101	Electricity-2175 N. Coach Road Long Grove Pump Station	Open		10/20/2025	11/19/2025	11/05/2025			113.55
71715939201	Electricity-1501 N. Hicks Road Hicks and Dundee Pump Station	Open		10/20/2025	11/19/2025	11/05/2025			850.95
71725020201	Electricity-1465 E. Evergreen Drive Randville Lift Station	Open		10/21/2025	11/20/2025	11/05/2025			1,127.04
71725022101	Electricity-1 N. Plum Grove Rd. Rotary Plaza Sign	Open		10/21/2025	11/20/2025	11/05/2025			50.08
71725084701	Electricity-251 W. Colfax Street Parking Deck	Open		10/21/2025	11/20/2025	11/05/2025			4,031.31
71725266901	Electricity-137 W. Wood Street Unit 3 Conscious Cup	Open		10/21/2025	11/20/2025	11/05/2025			216.92
71725277001	Electricity-429 N. Hicks Road Holiday Lighting	Open		10/21/2025	11/20/2025	11/05/2025			26.27
71725290401	Electricity-1484 N. Oak Street Pepper Tree Lift Station	Open		10/21/2025	11/20/2025	11/05/2025			349.07



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71725303301	Electricity-1381 N. Rohlwing Road North Supply Pump Station	Open		10/21/2025	11/20/2025	11/05/2025			3,323.03
71725303601	Electricity-137 W. Wood Street Unit 1 Parking Lot Lights	Open		10/21/2025	11/20/2025	11/05/2025			439.15
71725319101	Electricity-137 W. Wood Street Unit 2 Train Station	Open		10/21/2025	11/20/2025	11/05/2025			805.48
71725322001	Electricity-550 N. Smith Street Well 7 Pump Station	Open		10/21/2025	11/20/2025	11/05/2025			219.65
71725325601	Electricity-803 W. Panorama Drive Deer Grove Lift Station	Open		10/21/2025	11/20/2025	11/05/2025			201.69
71725330301	Electricity-150 W. Wilson St. Clu Building	Open		10/21/2025	11/20/2025	11/05/2025			646.20
71725334601	Electricity-0 N. Hicks Pl./1 W. Northwest Hwy. Holiday Lighting	Open		10/21/2025	11/20/2025	11/05/2025			58.97
71725321101	Electricity-Heron Drive Well 10 Pump Station	Open		10/22/2025	11/21/2025	11/05/2025			6,360.06
71732822301	Electricity-0 N. Smith Street Union Pacific Box	Open		10/22/2025	11/21/2025	11/05/2025			90.08
71733030801	Electricity-Palatine and Oak Street Lighting	Open		10/22/2025	11/21/2025	11/05/2025			117.18
71733038601	Electricity-560 S. Hale Street Storm Water Lift Station	Open		10/22/2025	11/21/2025	11/05/2025			42.18
71733045901	Electricity-Dundee Rd and Park Place Traffic Signal	Open		10/22/2025	11/21/2025	11/05/2025			39.99
71733047401	Electricity-0 Kenilworth and Elizabeth Winston Tank	Open		10/22/2025	11/21/2025	11/05/2025			50.37
71733052201	Electricity-519 S. Consumers Ave Arlington Crest Lift Station	Open		10/22/2025	11/21/2025	11/05/2025			138.76
71733062801	Electricity-0 Benton and Wilmette Wilmette Lift Station	Open		10/22/2025	11/21/2025	11/05/2025			82.80
71733070901	Electricity-Palatine and Bothwell Street Lighting	Open		10/22/2025	11/21/2025	11/05/2025			267.33
71733075901	Electricity-25 W. Palatine Rd American Data Building	Open		10/22/2025	11/21/2025	11/05/2025			43.35
71733077401	Electricity-1830 N. Baldwin Road Kasuba Lift Station	Open		10/22/2025	11/21/2025	11/05/2025			1,227.48
71740098201	Electricity-149 W. Michigan Avenue South Supply Pump Station	Open		10/22/2025	11/21/2025	11/05/2025			9,289.18
71740366101	Electricity-0 Harper Well 6	Open		10/22/2025	11/21/2025	11/05/2025			617.53
71739658801	Electricity-1279 W. Palatine Road Entrance Sign	Open		10/23/2025	11/22/2025	11/05/2025			6.99



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71740099301	Electricity-826 W. Exner Court Pond Aerator	Open		10/23/2025	11/22/2025	11/05/2025			223.48
71740104301	Electricity-914 W. Lukas Avenue Square D Lift Station	Open		10/23/2025	11/22/2025	11/05/2025			107.30
71740329501	Electricity-1100 W. Illinois Av. Well 5	Open		10/23/2025	11/22/2025	11/05/2025			1,343.48
71739681501	Electricity-1525-35 S. Roselle Road Shires Lift Station	Open		10/27/2025	11/26/2025	11/05/2025			317.40
Vendor 3706 - Constellation NewEnergy Inc			Totals			Invoices	44		\$53,016.97
Vendor 4599 - Cummins Sales and Service									
F2-251041697	Parts - G-019	Open		10/16/2025	11/15/2025	11/06/2025			139.12
F2-251041938	Parts - G-019	Open		10/17/2025	11/16/2025	11/04/2025			252.21
Vendor 4599 - Cummins Sales and Service			Totals			Invoices	2		\$391.33
Vendor 4918 - DACRA Tech LLC									
DT 2025-10-083	Municipal Enforcement Software Monthly Service & Citation Fee's	Open		10/31/2025	10/31/2025	11/12/2025			3,085.68
Vendor 4918 - DACRA Tech LLC			Totals			Invoices	1		\$3,085.68
Vendor 1929 - Delta Sonic Car Wash Systems									
INV-0031429	Car Wash	Open		10/31/2025	11/30/2025	11/07/2025			97.94
Vendor 1929 - Delta Sonic Car Wash Systems			Totals			Invoices	1		\$97.94
Vendor 2828 - Director Of Illinois State Police									
34801	Declaration of Forfeiture (SAO #25-09-0030/RPT #: 24-00757)	Open		11/06/2025	11/17/2025	11/11/2025			4,070.00
34802	Declaration of Forfeiture (SAO #25-09-0029/RPT #: 25-00531)	Open		11/06/2025	11/17/2025	11/11/2025			957.03
Vendor 2828 - Director Of Illinois State Police			Totals			Invoices	2		\$5,027.03
Vendor 5641 - Display Sales Co									
INV8506	Banners, Banner Hardware and C9 Wire	Open		10/27/2025	11/26/2025	11/04/2025			1,829.00
Vendor 5641 - Display Sales Co			Totals			Invoices	1		\$1,829.00
Vendor 1728 - Doland Engineering, LLC									
25-11115	October 2025 Engineering Plan Review Services	Open		10/31/2025	11/30/2025	11/05/2025			1,987.50
25-11129	October 2025 Site Development Permit Inspection Fees	Open		10/31/2025	11/30/2025	11/05/2025			4,945.00
25-11150	Plat of Annexation-160 W. Wilmette Ave	Open		10/31/2025	11/30/2025	11/05/2025			400.00



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25-11149	Site Construction Inspection and Coordination-50 N. Brockway	Open		10/31/2025	11/30/2025	11/10/2025			9,560.75
Vendor 1728 - Doland Engineering, LLC Totals									
							Invoices	4	\$16,893.25
Vendor 2786 - EJ Equipment Inc									
P53542	Parts - T-454	Open		10/31/2025	11/30/2025	11/04/2025			430.50
Vendor 2786 - EJ Equipment Inc Totals									
							Invoices	1	\$430.50
Vendor 3270 - Elevated Safety LLC									
INV00009449	TRT Equipment	Open		10/29/2025	11/28/2025	10/28/2025			1,314.02
Vendor 3270 - Elevated Safety LLC Totals									
							Invoices	1	\$1,314.02
Vendor 2102 - Fire Service Inc									
IL-22712	Parts - T-537	Open		10/22/2025	11/21/2025	11/05/2025			221.34
IL-22763	Parts - Stock	Open		10/24/2025	11/23/2025	11/07/2025			159.33
Vendor 2102 - Fire Service Inc Totals									
							Invoices	2	\$380.67
Vendor 2195 - FMP									
50-6360792	Parts - T-409 A	Open		10/14/2025	11/13/2025	11/05/2025			272.60
55-1032583	Parts - T-409 A	Open		10/14/2025	11/13/2025	11/05/2025			148.00
50-6361592	Parts - T-409 A	Open		10/15/2025	11/14/2025	11/05/2025			715.42
50-6366848	Parts - Stock	Open		10/16/2025	11/15/2025	11/05/2025			33.96
162-218638	Parts -C-370	Open		10/17/2025	11/16/2025	11/05/2025			169.96
50-6372681	Parts - C-376	Open		10/21/2025	11/20/2025	11/05/2025			427.62
162-219128	Parts - Stock	Open		10/24/2025	11/23/2025	11/05/2025			228.60
50-6378545	Lubricants & Additives - STOCK	Open		10/24/2025	11/23/2025	11/04/2025			719.20
50-6382067	Parts - T-409 A	Open		10/27/2025	11/26/2025	11/05/2025			95.30
162-219590	Parts - T-409	Open		10/31/2025	11/30/2025	11/04/2025			42.20
50-6391448	Parts - T-409	Open		10/31/2025	11/30/2025	11/04/2025			193.08
60-491984	Parts - T-409A	Open		10/31/2025	11/30/2025	11/04/2025			263.00
Vendor 2195 - FMP Totals									
							Invoices	12	\$3,308.94
Vendor 1621 - Fox Valley Fire & Safety									
IN00815731	FAID Testing-200 E. Wood St.	Open		10/03/2025	11/02/2025	11/04/2025			965.00
Vendor 1621 - Fox Valley Fire & Safety Totals									
							Invoices	1	\$965.00
Vendor 3895 - Garland / DBS Inc									
727852417229	2025 Roof Replacement Project DPW-2555	Open		09/30/2025	11/06/2025	11/06/2025			238,097.50
427852417469	2025 Roof Replacement Project DPW-2555	Open		10/22/2025	11/21/2025	11/06/2025			42,771.50
Vendor 3895 - Garland / DBS Inc Totals									
							Invoices	2	\$280,869.00



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Vendor 3196 - Diane L Gartner									
2025-00000971	IEHA Annual Conference	Open		11/11/2025	11/11/2025	11/11/2025			140.70
Vendor 3196 - Diane L Gartner Totals						Invoices	1		\$140.70
Vendor 3180 - Gasvoda & Associates Inc									
INV25NTH0087	pH Probe	Open		10/27/2025	11/26/2025	11/04/2025			395.00
Vendor 3180 - Gasvoda & Associates Inc Totals						Invoices	1		\$395.00
Vendor 1173 - Graybar Electric Company, Inc.									
9350511130	Village Hall Vestibule Lighting	Open		10/06/2025	11/05/2025	11/11/2025			1,498.80
Vendor 1173 - Graybar Electric Company, Inc. Totals						Invoices	1		\$1,498.80
Vendor 1638 - H & H Electric Co.									
47440	Service Call-732 N. Williams Dr.	Open		10/23/2025	11/22/2025	11/04/2025			371.14
Vendor 1638 - H & H Electric Co. Totals						Invoices	1		\$371.14
Vendor 5512 - Hammer Construction, LLC									
3593	Gateway Center Parking Deck 2024 Maintenance Repairs DPW-2454	Open		10/20/2025	11/19/2025	10/21/2025			29,700.00
3594	Gateway Center Parking Deck 2024 Maintenance Repairs DPW-2454	Open		10/20/2025	11/19/2025	10/21/2025			32,682.80
Vendor 5512 - Hammer Construction, LLC Totals						Invoices	2		\$62,382.80
Vendor 1916 - Harvard Maintenance Inc									
1792965	Village Hall Janitorial Service-November 2025	Open		11/01/2025	12/01/2025	11/11/2025			3,708.02
1793035	Train Station Janitorial Service -November 2025	Open		11/01/2025	12/01/2025	11/11/2025			8,523.95
Vendor 1916 - Harvard Maintenance Inc Totals						Invoices	2		\$12,231.97
Vendor 5046 - Hoosier Fire Equipment Inc									
124271	Parts - T-413	Open		10/21/2025	11/20/2025	11/05/2025			399.20
124287	Parts - T-413 A	Open		10/22/2025	11/21/2025	11/05/2025			279.50
Vendor 5046 - Hoosier Fire Equipment Inc Totals						Invoices	2		\$678.70
Vendor 2976 - Huffman Landscape									
HUFF10-17-25	Replacement and 50/50 Parkway Tree Installations	Open		10/17/2025	11/16/2025	11/04/2025			5,500.00
Vendor 2976 - Huffman Landscape Totals						Invoices	1		\$5,500.00
Vendor 5474 - Imagetec LP									
5036164790	HP Copier Lease Payment	Open		10/08/2025	11/23/2025	10/13/2025			862.64



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			Vendor 5474 - Imagetec LP Totals				Invoices	1	\$862.64
Vendor 5508 - International Association for Identification									
PL20251111	Membership Renewal x 18 (Forensic Techs)	Open		11/11/2025	11/17/2025	11/12/2025			1,710.00
			Vendor 5508 - International Association for Identification Totals				Invoices	1	\$1,710.00
Vendor 4616 - Interstate All Battery Center									
1903701062185	Fire Panel Battery	Open		10/31/2025	11/30/2025	11/04/2025			114.50
1903701062186	Credit Memo	Open		10/31/2025	11/30/2025	11/04/2025			(56.16)
1903702008960	UPS Unit Batteries	Open		10/31/2025	11/30/2025	11/04/2025			56.16
			Vendor 4616 - Interstate All Battery Center Totals				Invoices	3	\$114.50
Vendor 4951 - Interstate Batteries of North Chicago									
8411898	Parts - G-017	Open		10/15/2025	11/14/2025	11/05/2025			386.14
8411899	Parts - G-007	Open		10/15/2025	11/14/2025	11/06/2025			115.18
8411900	Parts - G-013	Open		10/15/2025	11/14/2025	11/06/2025			139.48
8411901	Parts - G-015	Open		10/15/2025	11/14/2025	11/05/2025			139.48
8411902	Parts - G-023	Open		10/15/2025	11/14/2025	11/05/2025			266.54
23054977	Parts - Stock	Open		10/28/2025	11/27/2025	11/07/2025			967.46
			Vendor 4951 - Interstate Batteries of North Chicago Totals				Invoices	6	\$2,014.28
Vendor 4349 - J & H Magic Stitches									
2025-00000907	Clothing	Open		10/20/2025	11/19/2025	10/17/2025			154.00
			Vendor 4349 - J & H Magic Stitches Totals				Invoices	1	\$154.00
Vendor 4165 - J.M.L. Overhead Door Inc									
4219	Station 84 OHD Repair	Open		11/03/2025	12/02/2025	11/10/2025			1,700.00
			Vendor 4165 - J.M.L. Overhead Door Inc Totals				Invoices	1	\$1,700.00
Vendor 2992 - James Messineo									
JM OCT 2025	Administrative Adjudication	Open		10/29/2025	11/14/2025	11/06/2025			1,200.00
			Vendor 2992 - James Messineo Totals				Invoices	1	\$1,200.00
Vendor 4842 - Jeffery Jauch									
2025-00000966	clothing reimbursement- Jeff	Open		11/10/2025	11/10/2025	11/06/2025			172.76
			Vendor 4842 - Jeffery Jauch Totals				Invoices	1	\$172.76
Vendor 2695 - JG Uniforms Inc									
153710	Misc Uniform/Equipment Items/Vest Carriers (Black)	Open		10/30/2025	11/29/2025	11/12/2025			240.00
153756	Misc Uniform/Equipment Items/Vest Carriers (Ladidos)	Open		10/31/2025	11/30/2025	11/12/2025			677.00
153757	Misc Uniform/Equipment Items/Vest Carriers (Kuylen)	Open		10/31/2025	11/30/2025	11/12/2025			677.00



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			Vendor	2695 - JG Uniforms Inc Totals		Invoices		3	\$1,594.00
Vendor 1635 - Joseph D. Foreman & Company 336745	Corrugated Pipe and Coupling	Open		10/31/2025	11/30/2025	11/04/2025			696.00
			Vendor	1635 - Joseph D. Foreman & Company Totals		Invoices		1	\$696.00
Vendor 2268 - Journal & Topics Newspapers 195341	legal notice 519 S Consumers	Open		10/22/2025	11/21/2025	10/16/2025			53.44
195342	legal notice 609 S Oak	Open		10/22/2025	11/21/2025	10/16/2025			53.44
195343	legal notice 524 N Rohlwing	Open		10/22/2025	11/21/2025	10/16/2025			59.06
195344	legal notice 24 W Wilson	Open		10/22/2025	11/21/2025	10/16/2025			59.06
			Vendor	2268 - Journal & Topics Newspapers Totals		Invoices		4	\$225.00
Vendor 2609 - Julie, Inc. 2025-1435-4	JULIE Locate Annual Membership	Open		10/21/2025	11/20/2025	10/17/2025			2,645.87
			Vendor	2609 - Julie, Inc. Totals		Invoices		1	\$2,645.87
Vendor 5642 - Jeff Langefeld 2025-00000963	Lead Water Service Line Replacement Program Reimbursement	Open		10/30/2025	11/12/2025	11/06/2025			11,501.00
			Vendor	5642 - Jeff Langefeld Totals		Invoices		1	\$11,501.00
Vendor 4345 - Liffott Llc 8405Add30	Office 365 License Additions	Open		10/27/2025	11/26/2025	10/27/2025			759.00
			Vendor	4345 - Liffott Llc Totals		Invoices		1	\$759.00
Vendor 2641 - Lyons Electric Company, Inc 32869	Additional Repairs-Palatine Rd. & Rohlwing Rd.	Open		10/29/2025	11/28/2025	11/04/2025			2,267.87
20234	Monthly Traffic Signal Maintenance-October 2025	Open		10/31/2025	11/30/2025	11/04/2025			940.00
			Vendor	2641 - Lyons Electric Company, Inc Totals		Invoices		2	\$3,207.87
Vendor 5128 - M.J. Taylor Law, LLC MJT OCT 2025	Village Prosecution Legal Services	Open		10/29/2025	11/14/2025	11/06/2025			3,450.00
			Vendor	5128 - M.J. Taylor Law, LLC Totals		Invoices		1	\$3,450.00
Vendor 4957 - MacQueen Equipment, LLC P36157	Parts - T-467/Stock	Open		10/27/2025	11/26/2025	11/07/2025			110.60
			Vendor	4957 - MacQueen Equipment, LLC Totals		Invoices		1	\$110.60
Vendor 1178 - Mauro Sewer									



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2510.4	2025 Water Main Replacement Contract 2 DPW-2522	Open		10/30/2025	11/29/2025	11/06/2025			577,773.27
Vendor 1178 - Mauro Sewer Totals									
							Invoices	1	\$577,773.27
Vendor 5584 - MES Service Company LLC									
IN2368785	3M Cartridges	Open		10/29/2025	11/28/2025	11/06/2025			1,047.84
Vendor 5584 - MES Service Company LLC Totals									
							Invoices	1	\$1,047.84
Vendor 3994 - Metro Federal Credit Union									
VOP11062025	GiftCards2025	Open		11/06/2025	11/17/2025	11/06/2025			2,484.00
Vendor 3994 - Metro Federal Credit Union Totals									
							Invoices	1	\$2,484.00
Vendor 3123 - David P Micek									
PWBRDM110825	Boot Reimbursement	Open		11/08/2025	11/13/2025	11/11/2025			232.63
Vendor 3123 - David P Micek Totals									
							Invoices	1	\$232.63
Vendor 2421 - Mikes Towing/Auto & Truck Repair									
1075180	Safety Lane T-461, E-203, T-405	Open		10/17/2025	11/16/2025	11/05/2025			121.00
Vendor 2421 - Mikes Towing/Auto & Truck Repair Totals									
							Invoices	1	\$121.00
Vendor 5118 - Municipal GIS Partners, Inc									
8288	Monthly Invoice	Open		11/03/2025	11/24/2025	11/03/2025			20,033.03
Vendor 5118 - Municipal GIS Partners, Inc Totals									
							Invoices	1	\$20,033.03
Vendor 5599 - Napa Auto Parts									
487416	Parts - PT-233	Open		10/08/2025	11/13/2025	11/05/2025			11.58
487612	Credit Memo	Open		10/09/2025	11/20/2025	11/05/2025			(63.00)
488679	Parts - Stock	Open		10/21/2025	11/20/2025	11/05/2025			103.92
488961	Parts - PT-404	Open		10/23/2025	11/22/2025	11/05/2025			46.68
Vendor 5599 - Napa Auto Parts Totals									
							Invoices	4	\$99.18
Vendor 5568 - Napleton's Arlington Hts Chrysler Dodge Jeep Ram									
327427	Repairs & Maintenance - T-541	Open		10/24/2025	11/23/2025	11/07/2025			109.95
327459	Repairs & Maintenance - T-509	Open		10/24/2025	11/23/2025	11/07/2025			138.51
Vendor 5568 - Napleton's Arlington Hts Chrysler Dodge Jeep Ram Totals									
							Invoices	2	\$248.46
Vendor 2616 - Nicor Gas									
33367400000-1025	Natural Gas-987 E. Palatine Rd Station 83	Open		10/15/2025	11/14/2025	11/05/2025			205.42
39263126664-1025	Natural Gas-25 W. Palatine Rd. American Data	Open		10/16/2025	11/15/2025	11/05/2025			54.94



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49923400003-1025	Natural Gas-148 W. Illinois Ave Combined Service Facility	Open		10/16/2025	11/15/2025	11/05/2025			366.24
77309667044-1025	Natural Gas-220 W. Illinois Ave Station 84	Open		10/16/2025	11/15/2025	11/05/2025			211.74
93126652572-1025	Natural Gas-150 W. Wilson Street Clu Building	Open		10/16/2025	11/15/2025	11/05/2025			149.79
95576400006-1025	Natural Gas-200 W. Illinois Ave Fire Storage Garage	Open		10/16/2025	11/15/2025	11/05/2025			56.40
37917400006-1025	Natural Gas-914 W. Lukas Avenue Square D Lift Station	Open		10/20/2025	11/19/2025	11/05/2025			60.77
55424779829-1025	Natural Gas-1545-47 Shires Court Lift Station	Open		10/21/2025	11/20/2025	11/05/2025			60.59
19505219626-1025	Natural Gas-251 W. Colfax Street Parking Deck	Open		10/24/2025	11/23/2025	11/05/2025			160.20
46007255576-1025	Natural Gas-804 W. Panorama Drive Deer Grove Lift Station	Open		10/24/2025	11/23/2025	11/05/2025			68.63
70018165616-1025	Natural Gas-432 W. Haleys Hill Court Dunhaven Woods Lift Station	Open		10/24/2025	11/23/2025	11/05/2025			64.32
83980510966-1025	Natural Gas-550 N. Smith Street Well 7 Generator	Open		10/24/2025	11/23/2025	11/05/2025			55.74
94487607957-1025	Natural Gas-1215 N. Quentin Rd Station 81	Open		10/24/2025	11/23/2025	11/05/2025			225.11
25237600009-1025	Natural Gas-39 E. Colfax Street Station 85	Open		10/27/2025	11/26/2025	11/05/2025			129.14
25623386239-1025	Natural Gas-1484 N. Oak Street Pepper Tree Lift Station	Open		10/27/2025	11/26/2025	11/05/2025			57.44
60365400005-1025	Natural Gas-1475 N. Hicks Rd. Station 82	Open		10/27/2025	11/26/2025	11/05/2025			280.62
66457600006-1025	Natural Gas-555 E. Dundee Road Hicks and Dundee Pump Station	Open		10/27/2025	11/26/2025	11/05/2025			62.90
68017400000-1025	Natural Gas-137 W. Wood Street Train Station	Open		10/27/2025	11/26/2025	11/05/2025			189.07
90049286264-1025	Natural Gas-200 E. Wood St. Village Hall	Open		10/27/2025	11/26/2025	11/05/2025			1,087.04
88271305703-1025	Natural Gas-1465 E. Evergreen Drive Randville Lift Station	Open		10/28/2025	11/27/2025	11/05/2025			166.68
36756460568-1025	Natural Gas-884 E. Lilly Lane Rose and Lilly Lift Station	Open		10/29/2025	11/28/2025	11/05/2025			156.23
51394453685-1025	Natural Gas-595 N. Hicks Road Police Headquarters	Open		10/29/2025	11/28/2025	11/05/2025			942.65



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88097600006-1025	Natural Gas-2175 N. Coach Road Long Grove Pump Station	Open		10/29/2025	11/28/2025	11/05/2025			83.27
Vendor 2616 - Nicor Gas Totals									
							Invoices	23	\$4,894.93
Vendor 3002 - Northwest Community Hospital-OEHS									
37980	Physicals/DOT Screening	Open		10/30/2025	11/29/2025	11/11/2025			435.00
Vendor 3002 - Northwest Community Hospital-OEHS Totals									
							Invoices	1	\$435.00
Vendor 2367 - Northwest Police Academy									
NWPA-1143	Novembers Monthly Meeting (x4)	Open		11/10/2025	11/17/2025	11/12/2025			100.00
Vendor 2367 - Northwest Police Academy Totals									
							Invoices	1	\$100.00
Vendor 1480 - Northwest Trucks, Inc.									
X101228770:01	Parts - Stock	Open		10/08/2025	11/07/2025	11/07/2025			10.45
Vendor 1480 - Northwest Trucks, Inc. Totals									
							Invoices	1	\$10.45
Vendor 5203 - ODP Business Solutions, LLC									
38545531	Department Copy Paper & Supplies	Open		10/31/2025	11/30/2025	11/12/2025			855.65
38545517	Legal Pads, Markers & Notebooks	Open		10/31/2025	11/30/2025	11/10/2025			50.31
Vendor 5203 - ODP Business Solutions, LLC Totals									
							Invoices	2	\$905.96
Vendor 5467 - Olsson Roofing Company, Inc.									
25002625	Roof Penetration for AC Units at Police HQ	Open		09/12/2025	11/06/2025	11/06/2025			1,095.00
Vendor 5467 - Olsson Roofing Company, Inc. Totals									
							Invoices	1	\$1,095.00
Vendor 1214 - On Time Embroidery Inc.									
146557	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			57.00
146704	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			149.00
146771	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			98.00
146776	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			50.00
146929	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			456.00
146944	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			135.00
147620	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			56.00
147621	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			56.00
147622	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			56.00
E146306	Clothing	Open		10/31/2025	11/30/2025	11/03/2025			445.00
Vendor 1214 - On Time Embroidery Inc. Totals									
							Invoices	10	\$1,558.00
Vendor 5676 - OPC Pest Services									
180492	Evo Stations on Benton	Open		09/30/2025	10/30/2025	11/04/2025			900.00



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180736	evo stations in storm drains	Open		10/03/2025	11/02/2025	11/04/2025			250.00
180494	Evo stations in storm drains	Open		10/07/2025	11/06/2025	11/04/2025			250.00
180495	evo stations in storm drains	Open		10/10/2025	11/09/2025	11/04/2025			250.00
180496	evo stations in storm drains	Open		10/14/2025	11/13/2025	11/04/2025			250.00
Vendor 5676 - OPC Pest Services Totals						Invoices	5		\$1,900.00
Vendor 5151 - Pace Analytical Services, LLC									
257232382	Water Sample Testing	Open		10/31/2025	11/30/2025	11/04/2025			2,385.00
Vendor 5151 - Pace Analytical Services, LLC Totals						Invoices	1		\$2,385.00
Vendor 2572 - Paddock Publications, Inc									
351914	Legal Notice - Ad#2355292	Open		11/10/2025	11/24/2025	11/10/2025			143.10
356721	Legal Notice - Ad#2365102, 2368845	Open		11/10/2025	11/10/2025	11/24/2025			99.90
Vendor 2572 - Paddock Publications, Inc Totals						Invoices	2		\$243.00
Vendor 4834 - Palumbo Management LLC									
S-INV033313	Hauling of Smith Street Staging Pile	Open		10/20/2025	11/19/2025	10/22/2025			1,090.00
Vendor 4834 - Palumbo Management LLC Totals						Invoices	1		\$1,090.00
Vendor 5681 - Holly Petersen									
2025-00000958	Lead Water Service Line Replacement Program Reimbursement	Open		10/31/2025	11/15/2025	11/03/2025			10,465.73
Vendor 5681 - Holly Petersen Totals						Invoices	1		\$10,465.73
Vendor 4948 - Vincent A Portera									
PWCDLVP090325	CDL Reimbursement	Open		09/03/2025	11/13/2025	11/11/2025			60.00
PWBRVP110625	Boot Reimbursement	Open		11/06/2025	11/13/2025	11/11/2025			250.00
Vendor 4948 - Vincent A Portera Totals						Invoices	2		\$310.00
Vendor 4885 - Qubit Networks, LLC									
inv-17152	Switch Implementation	Open		10/30/2025	11/28/2025	10/30/2025			44,000.00
Vendor 4885 - Qubit Networks, LLC Totals						Invoices	1		\$44,000.00
Vendor 4019 - Rush Truck Centers									
3043631382	Parts - T-427	Open		10/20/2025	11/19/2025	11/06/2025			68.90
3043663837	Parts - Stock	Open		10/20/2025	11/19/2025	11/06/2025			539.94
3043646666	Parts - Stock/T-450	Open		10/21/2025	11/20/2025	11/07/2025			1,188.36
3043728833	Parts - Stock	Open		10/23/2025	11/22/2025	11/07/2025			72.28
3043741240	Parts - Stock	Open		10/24/2025	11/23/2025	11/07/2025			69.94
Vendor 4019 - Rush Truck Centers Totals						Invoices	5		\$1,939.42
Vendor 5692 - Charles T Sakowicz									



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2025-00000975	Preventative Maintenance Training Meal Per Diem	Open		11/11/2025	12/02/2025	11/11/2025			102.00
Vendor 5692 - Charles T Sakowicz Totals									
Invoices								1	\$102.00
Vendor 5263 - Austin Schramer									
2025-00000970	IEHA Annual Conference	Open		11/11/2025	11/11/2025	11/11/2025			209.65
Vendor 5263 - Austin Schramer Totals									
Invoices								1	\$209.65
Vendor 5691 - Devin T Smith									
2025-00000976	Preventative Maintenance Training Meal Per Diem	Open		11/11/2025	12/02/2025	11/11/2025			102.00
Vendor 5691 - Devin T Smith Totals									
Invoices								1	\$102.00
Vendor 4308 - Solid Waste Agency of Northern Cook County									
7970	Refuse Service - December	Open		11/01/2025	11/24/2025	11/01/2025			117,616.00
Vendor 4308 - Solid Waste Agency of Northern Cook County Totals									
Invoices								1	\$117,616.00
Vendor 1422 - Spunky Dunkers									
2025-00000974	Prisoner Meals (09/23/25 - 11/04/25)	Open		11/04/2025	11/17/2025	11/12/2025			124.80
Vendor 1422 - Spunky Dunkers Totals									
Invoices								1	\$124.80
Vendor 1681 - Stanard & Associates, Inc.									
SA000062848	2025 Services Other - Stephen Laser (PD 9 new candidates PSFIA)	Open		10/30/2025	10/30/2025	10/30/2025			4,455.00
Vendor 1681 - Stanard & Associates, Inc. Totals									
Invoices								1	\$4,455.00
Vendor 4621 - Stephen A. Laser Associates, PC									
2008189	2025 Stephen A Laser, FD 4 new hires(SJ-LM-DG-NH discount) PSFIA	Open		11/04/2025	11/04/2025	11/04/2025			2,200.00
Vendor 4621 - Stephen A. Laser Associates, PC Totals									
Invoices								1	\$2,200.00
Vendor 2491 - Terminix-Anderson									
88567779	wasp- 892 Kathleen	Open		10/27/2025	11/26/2025	10/28/2025			145.00
88607955	wasp-902 E Paddock	Open		10/30/2025	11/29/2025	11/06/2025			145.00
85649157	Pest Control Services November 2025-Fire Station 84	Open		11/02/2025	12/01/2025	11/04/2025			45.42
85649159	Pest Control Services November 2024-Fire Station 83	Open		11/02/2025	12/02/2025	11/11/2025			46.11
Vendor 2491 - Terminix-Anderson Totals									
Invoices								4	\$381.53
Vendor 1844 - Third Millennium Associates Inc									



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33511	UB Bill Processing - October 2025	Open		10/20/2025	11/19/2025	10/23/2025			2,828.17
Vendor 1844 - Third Millennium Associates Inc Totals									Invoices 1 \$2,828.17
Vendor 4940 - Richard Tracy									
2025-00000960	Tuition Reimbursement - Richard Tracy	Open		11/04/2025	11/04/2025	11/04/2025			810.00
Vendor 4940 - Richard Tracy Totals									Invoices 1 \$810.00
Vendor 5693 - Turning Point Inc									
24-862	Domestic Violence Training (Quintanilla)	Open		11/11/2025	11/11/2025	11/12/2025			375.00
Vendor 5693 - Turning Point Inc Totals									Invoices 1 \$375.00
Vendor 1674 - Ultimate Plumbing Supply									
S1042084	FS84 Outside Spigot Repair	Open		10/06/2025	11/06/2025	11/04/2025			22.50
Vendor 1674 - Ultimate Plumbing Supply Totals									Invoices 1 \$22.50
Vendor 2501 - United Parcel Service									
00004E3E18445	Shipping Charges	Open		11/01/2025	12/01/2025	11/11/2025			42.28
Vendor 2501 - United Parcel Service Totals									Invoices 1 \$42.28
Vendor 5570 - Vega Building Maintenance and Supplies, Inc.									
101666	Cleaning Services for CSF and Police HQ-October 2025	Open		10/28/2025	11/27/2025	11/04/2025			4,345.30
Vendor 5570 - Vega Building Maintenance and Supplies, Inc. Totals									Invoices 1 \$4,345.30
Vendor 1716 - Village Of Arlington Heights									
4175	Rock Salt	Open		10/21/2025	11/20/2025	10/28/2025			34,479.48
Vendor 1716 - Village Of Arlington Heights Totals									Invoices 1 \$34,479.48
Vendor 4305 - Village of Mount Prospect									
2025-00378001	Radio Chargers	Open		10/22/2025	11/21/2025	11/11/2025			4,080.00
Vendor 4305 - Village of Mount Prospect Totals									Invoices 1 \$4,080.00
Vendor 3263 - Walker Parking Consultants									
310098450016	Engineering Services During Construction at Parking Deck	Open		10/30/2025	11/29/2025	11/10/2025			2,640.00
Vendor 3263 - Walker Parking Consultants Totals									Invoices 1 \$2,640.00
Vendor 5645 - Kyle J Wulf									
2025-00000969	DEF/DPF Emissions Training Meal Per Diem	Open		11/11/2025	11/14/2025	11/11/2025			102.00
Vendor 5645 - Kyle J Wulf Totals									Invoices 1 \$102.00
Vendor 3185 - Ziebell Water Service Products Inc									
270856-000	Brass for Stock	Open		10/13/2025	11/12/2025	11/04/2025			172.68



Warrant #22

Invoice Due Date Range 10/01/25 - 12/02/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
270916-000	Hydrant Repair Parts	Open		10/17/2025	11/16/2025	11/04/2025			150.00
270952-000	Repair Sleeves & Repair Materials	Open		10/21/2025	11/20/2025	11/04/2025			3,141.37
270984-000	Repair Sleeves	Open		10/23/2025	11/22/2025	11/04/2025			781.00
271077-000	Couplings	Open		10/31/2025	11/30/2025	11/04/2025			806.00
		Vendor	3185 - Ziebell Water Service Products Inc Totals			Invoices	5		\$5,051.05
Vendor William Hellyer									
PAF24-08426	Ambulance Fee Refund	Open		11/12/2025	11/12/2025	11/12/2025			1,578.00
		Vendor	William Hellyer Totals			Invoices	1		\$1,578.00
Vendor Richard Kurnick									
2025-00000977	50/50 Sidewalk Replacement Program Reimbursement	Open		11/12/2025	11/14/2025	11/12/2025			438.75
		Vendor	Richard Kurnick Totals			Invoices	1		\$438.75
Vendor Greg Rose									
2025-00000972	Refund - Public Improvement Bond	Open		11/12/2025	11/12/2025	11/12/2025			161,293.50
		Vendor	Greg Rose Totals			Invoices	1		\$161,293.50
Vendor State Farm Insurance									
PAF25-02558	Ambulance Fee Refund	Open		11/07/2025	11/07/2025	11/07/2025			1,582.50
		Vendor	State Farm Insurance Totals			Invoices	1		\$1,582.50
		Grand Totals			Invoices		299		\$1,921,728.04



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4466 - JP Morgan Chase Bank Commercial Card									
HSV-102725-1	AMERICAN 0012284383272	Paid by EFT #16283		10/27/2025	11/10/2025	11/10/2025		11/10/2025	35.00
HSV-102725-2	AMERICAN 0014474783625	Paid by EFT #16284		10/27/2025	11/10/2025	11/10/2025		11/10/2025	35.00
LO-102725-1	SQ *PURPLE ROSE FLORIS MOUNT PROSPEC IL	Paid by EFT #16243		10/27/2025	11/10/2025	11/10/2025		11/10/2025	155.99
RTO-102725-1	022 TORCHYS RICE VILLA	Paid by EFT #16270		10/27/2025	11/10/2025	11/10/2025		11/10/2025	124.12
RTO-102725-10	TST*DARIOS PALATINE	Paid by EFT #16279		10/27/2025	11/10/2025	11/10/2025		11/10/2025	50.30
RTO-102725-11	UBER *TRIP 8005928996	Paid by EFT #16280		10/27/2025	11/10/2025	11/10/2025		11/10/2025	39.03
RTO-102725-12	UBER *TRIP 8005928996	Paid by EFT #16281		10/27/2025	11/10/2025	11/10/2025		11/10/2025	27.99
RTO-102725-2	PAPPAS BAR-B-Q #673Q80	Paid by EFT #16271		10/27/2025	11/10/2025	11/10/2025		11/10/2025	197.45
RTO-102725-3	UBER *TRIP 8005928996	Paid by EFT #16272		10/27/2025	11/10/2025	11/10/2025		11/10/2025	24.47
RTO-102725-4	UBER *TRIP 8005928996	Paid by EFT #16273		10/27/2025	11/10/2025	11/10/2025		11/10/2025	103.46
RTO-102725-5	UBER *TRIP 8005928996	Paid by EFT #16274		10/27/2025	11/10/2025	11/10/2025		11/10/2025	38.84
RTO-102725-6	MARRIOTMARQHOUSTON	Paid by EFT #16275		10/27/2025	11/10/2025	11/10/2025		11/10/2025	526.06
RTO-102725-7	UBER *TRIP 8005928996	Paid by EFT #16276		10/27/2025	11/10/2025	11/10/2025		11/10/2025	14.40
RTO-102725-8	UBER *TRIP 8005928996	Paid by EFT #16277		10/27/2025	11/10/2025	11/10/2025		11/10/2025	96.01
RTO-102725-9	TST*DARIOS PALATINE	Paid by EFT #16278		10/27/2025	11/10/2025	11/10/2025		11/10/2025	84.48
ADB-102725-1	Doubletree	Paid by EFT #16244		10/27/2025	11/10/2025	11/10/2025		11/10/2025	(121.98)
ADB-102725-2	Doubletree	Paid by EFT #16245		10/27/2025	11/10/2025	11/10/2025		11/10/2025	(428.64)
FIN-102725-1	Amazon	Paid by EFT #16116		10/27/2025	11/10/2025	11/10/2025		11/10/2025	26.39
FIN-102725-2	Amazon	Paid by EFT #16117		10/27/2025	11/10/2025	11/10/2025		11/10/2025	41.32
FIN-102725-3	Amazon	Paid by EFT #16118		10/27/2025	11/10/2025	11/10/2025		11/10/2025	16.27
FIN-102725-4	Groot Industries	Paid by EFT #16119		10/27/2025	11/10/2025	11/10/2025		11/10/2025	275,071.01
FIN-102725-5	Amazon	Paid by EFT #16120		10/27/2025	11/10/2025	11/10/2025		11/10/2025	8.66
SMS-102725-1	LL Bean	Paid by EFT #16193		10/27/2025	11/10/2025	11/10/2025		11/10/2025	741.15
MPP-102725-1	JOBMATCH - APPLICANT PRO	Paid by EFT #16166		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,272.00
LAS-102725-1	USPS Kiosk	Paid by EFT #16261		10/27/2025	11/10/2025	11/10/2025		11/10/2025	9.45
LAS-102725-2	Dropbox	Paid by EFT #16262		10/27/2025	11/10/2025	11/10/2025		11/10/2025	77.92
LAS-102725-3	Amazon	Paid by EFT #16263		10/27/2025	11/10/2025	11/10/2025		11/10/2025	14.56
LAS-102725-4	Amazon	Paid by EFT #16264		10/27/2025	11/10/2025	11/10/2025		11/10/2025	15.22
LAS-102725-5	Microsoft Azure	Paid by EFT #16265		10/27/2025	11/10/2025	11/10/2025		11/10/2025	529.71
LAS-102725-6	ChatGPT	Paid by EFT #16266		10/27/2025	11/10/2025	11/10/2025		11/10/2025	20.00
LAS-102725-7	PosterMyWall	Paid by EFT #16267		10/27/2025	11/10/2025	11/10/2025		11/10/2025	99.95
LAS-102725-8	Amazon	Paid by EFT #16268		10/27/2025	11/10/2025	11/10/2025		11/10/2025	149.99
LAS-102725-9	Google	Paid by EFT #16269		10/27/2025	11/10/2025	11/10/2025		11/10/2025	84.00
BRV-102725-1	CGIRESULTS.COM LITTLE ROCK AR	Paid by EFT #16121		10/27/2025	11/10/2025	11/10/2025		11/10/2025	459.55
DLG-102725-1	ILLINOIS ENVIRONMENTAL MAPLETON IL	Paid by EFT #16201		10/27/2025	11/10/2025	11/10/2025		11/10/2025	175.00
DLG-102725-2	MUTUAL ACE HDWR-PALETI PALATINE IL	Paid by EFT #16202		10/27/2025	11/10/2025	11/10/2025		11/10/2025	6.58
MWJ-102525-1	NWBOCA SCHAUMBURG IL	Paid by EFT #16317		10/27/2025	11/10/2025	11/10/2025		11/10/2025	240.00



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
MWJ-102525-2	HTTPS://SCRIBE.HOW/B SAN FRANCISCO CA	Paid by EFT #16318		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.00
ARC-102725-1	Sticker Mule	Paid by EFT #16253		10/27/2025	11/10/2025	11/10/2025		11/10/2025	391.50
DEB-102725-1	Wal-Mart	Paid by EFT #16215		10/27/2025	11/10/2025	11/10/2025		11/10/2025	100.34
DEB-102725-2	ACTIVE911, Inc	Paid by EFT #16216		10/27/2025	11/10/2025	11/10/2025		11/10/2025	324.00
DEB-102725-3	Five Below	Paid by EFT #16217		10/27/2025	11/10/2025	11/10/2025		11/10/2025	13.00
DEB-102725-4	Dollar Tree	Paid by EFT #16218		10/27/2025	11/10/2025	11/10/2025		11/10/2025	19.50
DEB-102725-5	Wal-Mart	Paid by EFT #16219		10/27/2025	11/10/2025	11/10/2025		11/10/2025	79.70
DEB-102725-6	UBER	Paid by EFT #16220		10/27/2025	11/10/2025	11/10/2025		11/10/2025	16.30
DEB-102725-7	UBER	Paid by EFT #16221		10/27/2025	11/10/2025	11/10/2025		11/10/2025	22.08
GBG-102725-1	Walgreens	Paid by EFT #16127		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.22
PAC-102725-1	Amazon.Com	Paid by EFT #16194		10/27/2025	11/10/2025	11/10/2025		11/10/2025	102.06
PAC-102725-2	Amazon Marketplace	Paid by EFT #16195		10/27/2025	11/10/2025	11/10/2025		11/10/2025	16.24
PAC-102725-3	Ray O'Herron Co	Paid by EFT #16196		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,492.12
PAC-102725-4	Ray O'Herron Co	Paid by EFT #16197		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,453.92
PAC-102725-5	Amazon Marketplace	Paid by EFT #16198		10/27/2025	11/10/2025	11/10/2025		11/10/2025	58.26
PAC-102725-6	Vistaprint	Paid by EFT #16199		10/27/2025	11/10/2025	11/10/2025		11/10/2025	119.94
PAC-102725-7	Amazon Marketplace	Paid by EFT #16200		10/27/2025	11/10/2025	11/10/2025		11/10/2025	158.30
ARL-102725-1	Home Depot	Paid by EFT #16227		10/27/2025	11/10/2025	11/10/2025		11/10/2025	77.15
ARL-102725-10	Ace Hardware	Paid by EFT #16236		10/27/2025	11/10/2025	11/10/2025		11/10/2025	21.52
ARL-102725-11	Eurofresh	Paid by EFT #16237		10/27/2025	11/10/2025	11/10/2025		11/10/2025	45.98
ARL-102725-12	Home Depot	Paid by EFT #16238		10/27/2025	11/10/2025	11/10/2025		11/10/2025	19.58
ARL-102725-13	The Village Squire	Paid by EFT #16239		10/27/2025	11/10/2025	11/10/2025		11/10/2025	73.68
ARL-102725-2	Ace Hardware	Paid by EFT #16228		10/27/2025	11/10/2025	11/10/2025		11/10/2025	16.18
ARL-102725-3	Wal-Mart	Paid by EFT #16229		10/27/2025	11/10/2025	11/10/2025		11/10/2025	17.47
ARL-102725-4	Goodwill	Paid by EFT #16230		10/27/2025	11/10/2025	11/10/2025		11/10/2025	82.74
ARL-102725-5	Ace Hardware	Paid by EFT #16231		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.11
ARL-102725-6	Party Plus Events	Paid by EFT #16232		10/27/2025	11/10/2025	11/10/2025		11/10/2025	81.00
ARL-102725-7	Jewel Osco	Paid by EFT #16233		10/27/2025	11/10/2025	11/10/2025		11/10/2025	27.47
ARL-102725-8	Jewel Osco	Paid by EFT #16234		10/27/2025	11/10/2025	11/10/2025		11/10/2025	12.78
ARL-102725-9	Peterson's Bakery	Paid by EFT #16235		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.90
JJA-102725-1	Amazon	Paid by EFT #16282		10/27/2025	11/10/2025	11/10/2025		11/10/2025	33.99
KV-102725-1	Eurofresh	Paid by EFT #16240		10/27/2025	11/10/2025	11/10/2025		11/10/2025	183.92
KV-102725-2	Ace Hardware	Paid by EFT #16241		10/27/2025	11/10/2025	11/10/2025		11/10/2025	43.18
KV-102725-3	Home Depot	Paid by EFT #16242		10/27/2025	11/10/2025	11/10/2025		11/10/2025	5.96
MDB-102725-1	Home Depot	Paid by EFT #16319		10/27/2025	11/10/2025	11/10/2025		11/10/2025	56.84
MDB-102725-2	Home Depot	Paid by EFT #16320		10/27/2025	11/10/2025	11/10/2025		11/10/2025	83.22
MDB-102725-3	O'Reilly	Paid by EFT #16321		10/27/2025	11/10/2025	11/10/2025		11/10/2025	7.69
RRK-102725-1	Jewel Osco	Paid by EFT #16160		10/27/2025	11/10/2025	11/10/2025		11/10/2025	24.48
RRK-102725-2	Home Depot	Paid by EFT #16161		10/27/2025	11/10/2025	11/10/2025		11/10/2025	24.98
RRK-102725-3	Northern Illinois	Paid by EFT #16162		10/27/2025	11/10/2025	11/10/2025		11/10/2025	500.00
RRK-102725-4	Vue Testing	Paid by EFT #16163		10/27/2025	11/10/2025	11/10/2025		11/10/2025	59.00



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
SAM-102725-1	Carhartt	Paid by EFT #16257		10/27/2025	11/10/2025	11/10/2025		11/10/2025	146.29
SAM-102725-2	AM Construction	Paid by EFT #16258		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,835.00
SEM-102725-1	Amazon	Paid by EFT #16285		10/27/2025	11/10/2025	11/10/2025		11/10/2025	199.99
SEM-102725-10	Tycointegrated Security	Paid by EFT #16294		10/27/2025	11/10/2025	11/10/2025		11/10/2025	61.28
SEM-102725-11	Tycointegrated Security	Paid by EFT #16295		10/27/2025	11/10/2025	11/10/2025		11/10/2025	61.28
SEM-102725-12	Amazon	Paid by EFT #16296		10/27/2025	11/10/2025	11/10/2025		11/10/2025	36.99
SEM-102725-13	Amazon	Paid by EFT #16297		10/27/2025	11/10/2025	11/10/2025		11/10/2025	73.97
SEM-102725-14	Amazon	Paid by EFT #16298		10/27/2025	11/10/2025	11/10/2025		11/10/2025	89.99
SEM-102725-15	Amazon	Paid by EFT #16299		10/27/2025	11/10/2025	11/10/2025		11/10/2025	16.36
SEM-102725-16	Amazon	Paid by EFT #16300		10/27/2025	11/10/2025	11/10/2025		11/10/2025	44.43
SEM-102725-17	Amazon	Paid by EFT #16301		10/27/2025	11/10/2025	11/10/2025		11/10/2025	210.43
SEM-102725-18	Amazon	Paid by EFT #16302		10/27/2025	11/10/2025	11/10/2025		11/10/2025	74.10
SEM-102725-19	Flower Shop Network	Paid by EFT #16303		10/27/2025	11/10/2025	11/10/2025		11/10/2025	210.59
SEM-102725-2	Amazon	Paid by EFT #16286		10/27/2025	11/10/2025	11/10/2025		11/10/2025	37.98
SEM-102725-20	Amazon	Paid by EFT #16304		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.46
SEM-102725-21	Amazon	Paid by EFT #16305		10/27/2025	11/10/2025	11/10/2025		11/10/2025	42.95
SEM-102725-22	Wayfair	Paid by EFT #16306		10/27/2025	11/10/2025	11/10/2025		11/10/2025	157.13
SEM-102725-23	Wal-Mart	Paid by EFT #16307		10/27/2025	11/10/2025	11/10/2025		11/10/2025	148.92
SEM-102725-24	Vistaprint	Paid by EFT #16308		10/27/2025	11/10/2025	11/10/2025		11/10/2025	176.72
SEM-102725-25	Wayfair	Paid by EFT #16309		10/27/2025	11/10/2025	11/10/2025		11/10/2025	(12.31)
SEM-102725-26	Amazon	Paid by EFT #16310		10/27/2025	11/10/2025	11/10/2025		11/10/2025	104.40
SEM-102725-27	Amazon	Paid by EFT #16311		10/27/2025	11/10/2025	11/10/2025		11/10/2025	86.02
SEM-102725-28	Amazon	Paid by EFT #16312		10/27/2025	11/10/2025	11/10/2025		11/10/2025	40.47
SEM-102725-29	Amazon	Paid by EFT #16313		10/27/2025	11/10/2025	11/10/2025		11/10/2025	191.98
SEM-102725-3	Wayfair	Paid by EFT #16287		10/27/2025	11/10/2025	11/10/2025		11/10/2025	566.57
SEM-102725-30	VistaPrint	Paid by EFT #16314		10/27/2025	11/10/2025	11/10/2025		11/10/2025	25.98
SEM-102725-31	Amazon	Paid by EFT #16315		10/27/2025	11/10/2025	11/10/2025		11/10/2025	41.23
SEM-102725-32	Amazon	Paid by EFT #16316		10/27/2025	11/10/2025	11/10/2025		11/10/2025	71.50
SEM-102725-4	Amazon	Paid by EFT #16288		10/27/2025	11/10/2025	11/10/2025		11/10/2025	34.64
SEM-102725-5	Amazon	Paid by EFT #16289		10/27/2025	11/10/2025	11/10/2025		11/10/2025	86.49
SEM-102725-6	Amazon	Paid by EFT #16290		10/27/2025	11/10/2025	11/10/2025		11/10/2025	38.79
SEM-102725-7	Amazon	Paid by EFT #16291		10/27/2025	11/10/2025	11/10/2025		11/10/2025	84.01
SEM-102725-8	IL DPT PUB HEALTH	Paid by EFT #16292		10/27/2025	11/10/2025	11/10/2025		11/10/2025	41.00
SEM-102725-9	Tycointegrated Security	Paid by EFT #16293		10/27/2025	11/10/2025	11/10/2025		11/10/2025	76.12
AJB-102725-1	Utility Refrigerator	Paid by EFT #16203		10/27/2025	11/10/2025	11/10/2025		11/10/2025	213.58
AJB-102725-10	1000Bulbs.com	Paid by EFT #16212		10/27/2025	11/10/2025	11/10/2025		11/10/2025	25.22
AJB-102725-11	Batteries Plus	Paid by EFT #16213		10/27/2025	11/10/2025	11/10/2025		11/10/2025	20.40
AJB-102725-12	Zoro Tools Inc.	Paid by EFT #16214		10/27/2025	11/10/2025	11/10/2025		11/10/2025	867.48
AJB-102725-2	Zoro Tools Inc.	Paid by EFT #16204		10/27/2025	11/10/2025	11/10/2025		11/10/2025	268.76
AJB-102725-3	Zoro Tools Inc.	Paid by EFT #16205		10/27/2025	11/10/2025	11/10/2025		11/10/2025	141.30
AJB-102725-4	Mor Electric Heating	Paid by EFT #16206		10/27/2025	11/10/2025	11/10/2025		11/10/2025	290.56
AJB-102725-5	Grainger	Paid by EFT #16207		10/27/2025	11/10/2025	11/10/2025		11/10/2025	365.16



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
AJB-102725-6	Zoro Tools Inc.	Paid by EFT #16208		10/27/2025	11/10/2025	11/10/2025		11/10/2025	191.85
AJB-102725-7	Grainger	Paid by EFT #16209		10/27/2025	11/10/2025	11/10/2025		11/10/2025	359.20
AJB-102725-8	Controls Central	Paid by EFT #16210		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,162.52
AJB-102725-9	Grainger	Paid by EFT #16211		10/27/2025	11/10/2025	11/10/2025		11/10/2025	92.40
CGJ-102725-1	Mutual Ace Palatine	Paid by EFT #16251		10/27/2025	11/10/2025	11/10/2025		11/10/2025	7.73
CGJ-102725-2	Arlington Power Equipment	Paid by EFT #16252		10/27/2025	11/10/2025	11/10/2025		11/10/2025	149.95
CJG-102725-1	Mutual Ace Palatine	Paid by EFT #16246		10/27/2025	11/10/2025	11/10/2025		11/10/2025	144.65
JEK-102725-1	Home Depot	Paid by EFT #16224		10/27/2025	11/10/2025	11/10/2025		11/10/2025	54.94
JM-102725-1	Amazon	Paid by EFT #16129		10/27/2025	11/10/2025	11/10/2025		11/10/2025	32.22
JM-102725-10	Amazon	Paid by EFT #16137		10/27/2025	11/10/2025	11/10/2025		11/10/2025	66.48
JM-102725-11	Amazon Marketplace	Paid by EFT #16138		10/27/2025	11/10/2025	11/10/2025		11/10/2025	8.88
JM-102725-12	Amazon Marketplace	Paid by EFT #16139		10/27/2025	11/10/2025	11/10/2025		11/10/2025	50.97
JM-102725-13	Amazon Marketplace	Paid by EFT #16140		10/27/2025	11/10/2025	11/10/2025		11/10/2025	17.00
JM-102725-14	Amazon Marketplace	Paid by EFT #16141		10/27/2025	11/10/2025	11/10/2025		11/10/2025	28.99
JM-102725-15	Amazon Marketplace	Paid by EFT #16142		10/27/2025	11/10/2025	11/10/2025		11/10/2025	29.40
JM-102725-16	Amazon Marketplace	Paid by EFT #16143		10/27/2025	11/10/2025	11/10/2025		11/10/2025	62.42
JM-102725-17	Amazon Marketplace	Paid by EFT #16144		10/27/2025	11/10/2025	11/10/2025		11/10/2025	6.39
JM-102725-18	IWEA	Paid by EFT #16157		10/27/2025	11/10/2025	11/10/2025		11/10/2025	200.00
JM-102725-19	Amazon Marketplace	Paid by EFT #16145		10/27/2025	11/10/2025	11/10/2025		11/10/2025	6.99
JM-102725-2	Amazon Marketplace	Paid by EFT #16128		10/27/2025	11/10/2025	11/10/2025		11/10/2025	192.66
JM-102725-20	Amazon Marketplace	Paid by EFT #16146		10/27/2025	11/10/2025	11/10/2025		11/10/2025	96.80
JM-102725-21	Blanks/USA	Paid by EFT #16147		10/27/2025	11/10/2025	11/10/2025		11/10/2025	170.89
JM-102725-22	Amazon	Paid by EFT #16148		10/27/2025	11/10/2025	11/10/2025		11/10/2025	45.96
JM-102725-23	Blanks/USA	Paid by EFT #16149		10/27/2025	11/10/2025	11/10/2025		11/10/2025	95.11
JM-102725-24	Amazon Marketplace	Paid by EFT #16150		10/27/2025	11/10/2025	11/10/2025		11/10/2025	27.16
JM-102725-25	Amazon	Paid by EFT #16151		10/27/2025	11/10/2025	11/10/2025		11/10/2025	50.98
JM-102725-26	Amazon Marketplace	Paid by EFT #16152		10/27/2025	11/10/2025	11/10/2025		11/10/2025	18.80
JM-102725-27	Amazon Marketplace	Paid by EFT #16153		10/27/2025	11/10/2025	11/10/2025		11/10/2025	412.78
JM-102725-28	North American Safety	Paid by EFT #16158		10/27/2025	11/10/2025	11/10/2025		11/10/2025	539.91
JM-102725-29	Amazon Marketplace	Paid by EFT #16155		10/27/2025	11/10/2025	11/10/2025		11/10/2025	53.80
JM-102725-3	Amazon	Paid by EFT #16130		10/27/2025	11/10/2025	11/10/2025		11/10/2025	35.22
JM-102725-30	North American Safety	Paid by EFT #16159		10/27/2025	11/10/2025	11/10/2025		11/10/2025	67.50
JM-102725-31	Amazon	Paid by EFT #16154		10/27/2025	11/10/2025	11/10/2025		11/10/2025	18.04
JM-102725-32	Amazon Marketplace	Paid by EFT #16156		10/27/2025	11/10/2025	11/10/2025		11/10/2025	99.90
JM-102725-4	Amazon Marketplace	Paid by EFT #16131		10/27/2025	11/10/2025	11/10/2025		11/10/2025	(251.88)
JM-102725-5	Amazon Marketplace	Paid by EFT #16132		10/27/2025	11/10/2025	11/10/2025		11/10/2025	21.99
JM-102725-6	Amazon	Paid by EFT #16133		10/27/2025	11/10/2025	11/10/2025		11/10/2025	36.40
JM-102725-7	Amazon Marketplace	Paid by EFT #16134		10/27/2025	11/10/2025	11/10/2025		11/10/2025	28.99
JM-102725-8	Amazon	Paid by EFT #16135		10/27/2025	11/10/2025	11/10/2025		11/10/2025	224.60
JM-102725-9	Amazon Marketplace	Paid by EFT #16136		10/27/2025	11/10/2025	11/10/2025		11/10/2025	8.88
JRK-102725-1	Grainger	Paid by EFT #16225		10/27/2025	11/10/2025	11/10/2025		11/10/2025	18.16
JRK-102725-2	Rainstorm	Paid by EFT #16226		10/27/2025	11/10/2025	11/10/2025		11/10/2025	491.59



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
KCH-102725-1	Berland's Inc.	Paid by EFT #16247		10/27/2025	11/10/2025	11/10/2025		11/10/2025	11.99
KCH-102725-2	Mutual Ace Palatine	Paid by EFT #16249		10/27/2025	11/10/2025	11/10/2025		11/10/2025	14.98
KCH-102725-3	Home Depot	Paid by EFT #16248		10/27/2025	11/10/2025	11/10/2025		11/10/2025	227.71
KCH-102725-4	Mutual Ace Palatine	Paid by EFT #16250		10/27/2025	11/10/2025	11/10/2025		11/10/2025	15.55
KML-102725-1	FMCSA D&A Clearinghouse	Paid by EFT #16259		10/27/2025	11/10/2025	11/10/2025		11/10/2025	2.50
KML-102725-2	Illinois Tollway	Paid by EFT #16260		10/27/2025	11/10/2025	11/10/2025		11/10/2025	160.00
LW-102725-1	Grimco Inc.	Paid by EFT #16164		10/27/2025	11/10/2025	11/10/2025		11/10/2025	384.00
LW-102725-2	Grimco Inc.	Paid by EFT #16165		10/27/2025	11/10/2025	11/10/2025		11/10/2025	367.53
MG-102725-1	Home Depot	Paid by EFT #16254		10/27/2025	11/10/2025	11/10/2025		11/10/2025	218.90
MIH-102725-1	Menards	Paid by EFT #16255		10/27/2025	11/10/2025	11/10/2025		11/10/2025	98.55
MIH-102725-2	Home Depot	Paid by EFT #16256		10/27/2025	11/10/2025	11/10/2025		11/10/2025	49.00
MJK-102725-1	Menards	Paid by EFT #16191		10/27/2025	11/10/2025	11/10/2025		11/10/2025	46.69
MJK-102725-2	Mutual Ace Palatine	Paid by EFT #16192		10/27/2025	11/10/2025	11/10/2025		11/10/2025	17.16
MWK-102725-1	Grainger	Paid by EFT #16167		10/27/2025	11/10/2025	11/10/2025		11/10/2025	127.32
MWK-102725-10	Grainger	Paid by EFT #16176		10/27/2025	11/10/2025	11/10/2025		11/10/2025	370.36
MWK-102725-11	Grainger	Paid by EFT #16177		10/27/2025	11/10/2025	11/10/2025		11/10/2025	4.62
MWK-102725-12	Grainger	Paid by EFT #16178		10/27/2025	11/10/2025	11/10/2025		11/10/2025	98.64
MWK-102725-13	Austin Hardware	Paid by EFT #16179		10/27/2025	11/10/2025	11/10/2025		11/10/2025	51.05
MWK-102725-14	Grainger	Paid by EFT #16180		10/27/2025	11/10/2025	11/10/2025		11/10/2025	116.76
MWK-102725-15	Grainger	Paid by EFT #16181		10/27/2025	11/10/2025	11/10/2025		11/10/2025	30.58
MWK-102725-16	Grainger	Paid by EFT #16182		10/27/2025	11/10/2025	11/10/2025		11/10/2025	24.90
MWK-102725-17	Grainger	Paid by EFT #16183		10/27/2025	11/10/2025	11/10/2025		11/10/2025	32.14
MWK-102725-18	Lynn Industries	Paid by EFT #16184		10/27/2025	11/10/2025	11/10/2025		11/10/2025	73.37
MWK-102725-19	Grainger	Paid by EFT #16185		10/27/2025	11/10/2025	11/10/2025		11/10/2025	14.80
MWK-102725-2	Grainger	Paid by EFT #16168		10/27/2025	11/10/2025	11/10/2025		11/10/2025	13.66
MWK-102725-20	Ebay	Paid by EFT #16186		10/27/2025	11/10/2025	11/10/2025		11/10/2025	40.12
MWK-102725-21	Grainger	Paid by EFT #16187		10/27/2025	11/10/2025	11/10/2025		11/10/2025	80.36
MWK-102725-22	Wheeler	Paid by EFT #16188		10/27/2025	11/10/2025	11/10/2025		11/10/2025	240.47
MWK-102725-23	Arlington Heights CDJR	Paid by EFT #16189		10/27/2025	11/10/2025	11/10/2025		11/10/2025	125.24
MWK-102725-24	On Scene Solutions	Paid by EFT #16190		10/27/2025	11/10/2025	11/10/2025		11/10/2025	156.93
MWK-102725-3	Grainger	Paid by EFT #16169		10/27/2025	11/10/2025	11/10/2025		11/10/2025	46.79
MWK-102725-4	Mutual Ace Hardware	Paid by EFT #16170		10/27/2025	11/10/2025	11/10/2025		11/10/2025	3.58
MWK-102725-5	Ebay	Paid by EFT #16171		10/27/2025	11/10/2025	11/10/2025		11/10/2025	99.75
MWK-102725-6	Ebay	Paid by EFT #16172		10/27/2025	11/10/2025	11/10/2025		11/10/2025	57.91
MWK-102725-7	Grainger	Paid by EFT #16173		10/27/2025	11/10/2025	11/10/2025		11/10/2025	50.90
MWK-102725-8	Grainger	Paid by EFT #16174		10/27/2025	11/10/2025	11/10/2025		11/10/2025	124.90
MWK-102725-9	Grainger	Paid by EFT #16175		10/27/2025	11/10/2025	11/10/2025		11/10/2025	9.91
SAD-102725-1	IL Arborist Association	Paid by EFT #16122		10/27/2025	11/10/2025	11/10/2025		11/10/2025	1,295.00
SAD-102725-2	Russo Power	Paid by EFT #16124		10/27/2025	11/10/2025	11/10/2025		11/10/2025	800.00
SAD-102725-3	Russo Power	Paid by EFT #16125		10/27/2025	11/10/2025	11/10/2025		11/10/2025	881.25
SAD-102725-4	IL Arborist Association	Paid by EFT #16123		10/27/2025	11/10/2025	11/10/2025		11/10/2025	795.00
SAD-102725-5	Mutual Ace Palatine	Paid by EFT #16126		10/27/2025	11/10/2025	11/10/2025		11/10/2025	51.43



Warrant #22 EFT #1

Payment Date Range 11/10/25 - 11/10/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
SC-102725-1	Menards	Paid by EFT #16222		10/27/2025	11/10/2025	11/10/2025		11/10/2025	26.49
SC-102725-2	Home Depot	Paid by EFT #16223		10/27/2025	11/10/2025	11/10/2025		11/10/2025	187.18
Vendor 4466 - JP Morgan Chase Bank Commercial Card Totals						Invoices	206		\$306,190.41
Grand Totals						Invoices	206		\$306,190.41



Warrant #22 EFT #2
Payment Date Range 11/11/25 - 11/11/25
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2048 - Quadient Finance USA, Inc BH3805007172	Village Wide Postage for Postage Meter	Paid by EFT #16323		11/11/2025	11/11/2025	11/11/2025		11/11/2025	3,000.00
Vendor 2048 - Quadient Finance USA, Inc Totals						Invoices	1		\$3,000.00
Grand Totals						Invoices	1		\$3,000.00

Village of Palatine
Payment Batch Register
Bank Account: AP - Accounts Payable ZBA
Batch Date: 10/31/2025

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - Accounts Payable ZBA						
Check	10/31/2025	268771	Utility Management Refund	SHAH , HIREN		784.64
		Account Type		Account Number	Transaction Date	Transaction Type
AP Accounts Payable ZBA Totals:				Transactions: 1		\$784.64
	Checks:	1		\$784.64		

Village of Palatine
Payment Batch Register

Bank Account: AP - Accounts Payable ZBA

Batch Date: 11/07/2025

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - Accounts Payable ZBA					
Check	11/07/2025	268772 Utility Management Refund	BRTVA , JESSICA		12.17
		Account Type	Account Number	Transaction Date	Transaction Type
Check	11/07/2025	268773 Utility Management Refund	RODRIGUEZ , FAVIO		39.60
		Account Type	Account Number	Transaction Date	Transaction Type
AP Accounts Payable ZBA Totals:			Transactions: 2		\$51.77
Checks: 2			\$51.77		

**Consider an Ordinance to Amend Salary Ordinance, O-040-25,
Establishing Rates of Compensation for Certain Officers and
Employees of the Village of Palatine Effective November 18, 2025**

BACKGROUND:

The Village Council adopts a Salary Ordinance in conjunction with the adoption of the Annual Budget. Throughout the year, situations may exist that require an amendment to the Salary Ordinance. This generally occurs with the completion of collective bargaining or due to other personnel factors or compensation studies.

KEY ISSUES:

Following the adoption of the Amended 2025 Salary Ordinance in May 2025, the Village has settled two collective bargaining agreements with the International Union of Operating Engineers Local 150 and the International Association of Firefighters Local 4588. Both contracts include updated wage scales for represented employees.

The Ordinance also amends two position titles on Schedule 2 in Public Works. The position of "Assistant Civil Engineer" has been re-titled "Civil Engineer 1" and "Civil Engineer" has been re-titled "Civil Engineer 2." Please note that no adjustment to the position's range or budget impact has occurred due to this re-titling.

BUDGET IMPACT:

Wage increases for represented employees were forecast in the adopted CY 2025 Budget and are estimated to fit within the current department allocations.

RECOMMENDATION:

Staff recommends approval of the ordinance amending the 2025 salary schedule.

ACTION REQUIRED:

A motion to approve the ordinance amending the 2025 Salary Schedule.

ATTACHMENTS:

1. Ord Salary Schedule Update 111825

ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING RATES OF COMPENSATION
FOR CERTAIN OFFICERS AND EMPLOYEES
OF THE VILLAGE OF PALATINE**

WHEREAS the Village Council adopts an ordinance in conjunction with the Annual Budget that establishes the rates of compensation for certain officers and employees of the Village; and

WHEREAS, from time to time it is necessary to adjust the rates of compensation outside of the Annual Budget process.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Village, Cook County, Illinois, that:

SECTION 1: There is hereby established a salary schedule which shall be the basis for establishing the rates of compensation for officers and employees in the classes of positions described herein.

SECTION 2: "Salary Schedule Addendum", attached hereto and made a part of this ordinance, establishes the positions in the service of the Village as identified as Schedule 1 (or "Step Plan") positions. Each position is assigned a Grade Code and Grade Description in the Addendum.

SECTION 3: The "CY 2025 Salary Schedule, Schedule 1", attached hereto and made part of this ordinance establishes a schedule of sixteen steps or hourly rates for each Grade Code. The minimum rate of compensation is identified as Step 1. The maximum rate of compensation is identified as Step 16. The steps between 1 and 16 are intermediate steps. Union positions of IAFF and FOP are compensated to Step 8.

SECTION 4: Personnel Salary Schedule 2, attached hereto and made a part hereof, establishes salary ranges of other officers and employees. Pay rates are not to exceed the maximum.

Ordinance No.:
Page 2 of 2

SECTION 5: Classifications shall be paid within the ranges and steps listed opposite each class title as shown in Personnel Salary Schedule 1 and 2, and no employee shall be paid any base rate lower than the minimum or higher than the maximum rate of compensation in the salary range established for their position.

SECTION 6: The Village Manager shall make rules subject to the approval of the Mayor and Council, defining overtime for Village employees and providing a method of compensating for the same.

SECTION 7: The Village Manager shall post all required compensation information pursuant to 5 ILCS 120/7.3(a) and (b).

SECTION 9: All ordinances or parts of ordinances in conflict with this ordinance be and the same are hereby repealed.

SECTION 10: The compensation from this ordinance with Salary Schedule 1 and Schedule 2 shall take effect retroactively to January 1, 2025.

All ordinances or parts of ordinances in conflict with this ordinance be and the same are hereby repealed.

PASSED: This ____ day of _____, 2025

AYES: ____ NAYS: ____ ABSENT: ____ PASS: ____

APPROVED by me this ____ day of _____, 2025

Mayor of the Village of Palatine

ATTESTED and FILE in the office of the Village Clerk
this ____ day of _____, 2025.

Village Clerk

VILLAGE OF PALATINE
CY 2025 SALARY SCHEDULE

Grade Code	Grade Description	Hourly Rates															
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step11	Step 12	Step 13	Step 14	Step 15	Step 16
NOUn-01	Non-Union Grade 1	25.19	25.82	26.47	27.13	27.81	28.51	29.22	29.95	30.70	31.47	32.26	33.07	33.90	34.75	35.62	36.51
NOUn-02	Non-Union Grade 2	26.67	27.34	28.02	28.72	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61
NOUn-03	Non-Union Grade 3	28.04	28.74	29.46	30.20	30.96	31.73	32.52	33.33	34.16	35.01	35.89	36.79	37.71	38.65	39.62	40.61
NOUn-04	Non-Union Grade 4	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61	39.58	40.57	41.58	42.62
NOUn-05	Non-Union Grade 5	30.10	30.85	31.62	32.41	33.22	34.05	34.90	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.52	43.58
NOUn-06	Non-Union Grade 6	31.18	31.96	32.76	33.58	34.42	35.28	36.16	37.06	37.99	38.94	39.91	40.91	41.93	42.98	44.05	45.15
NOUn-07	Non-Union Grade 7	32.25	33.06	33.89	34.74	35.61	36.50	37.41	38.35	39.31	40.29	41.30	42.33	43.39	44.47	45.58	46.72
NOUn-08	Non-Union Grade 8	34.42	35.28	36.16	37.06	37.99	38.94	39.91	40.91	41.93	42.98	44.05	45.15	46.28	47.44	48.63	49.85
NOUn-09	Non-Union Grade 9	35.17	36.05	36.95	37.87	38.82	39.79	40.78	41.80	42.85	43.92	45.02	46.15	47.30	48.48	49.69	50.93
NOUn-10	Non-Union Grade 10	35.87	36.77	37.69	38.63	39.60	40.59	41.60	42.64	43.71	44.80	45.92	47.07	48.25	49.46	50.70	51.97
NOUn-11	Non-Union Grade 11	39.32	40.30	41.31	42.34	43.40	44.48	45.59	46.73	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95
NOUn-12	Non-Union Grade 12	39.84	40.84	41.86	42.91	43.98	45.08	46.21	47.37	48.55	49.76	51.00	52.28	53.59	54.93	56.30	57.71
NOUn-13	Non-Union Grade 13	40.39	41.40	42.43	43.49	44.58	45.69	46.83	48.00	49.20	50.43	51.69	52.98	54.30	55.66	57.05	58.48
NOUn-14	Non-Union Grade 14	41.61	42.65	43.72	44.81	45.93	47.08	48.26	49.47	50.71	51.98	53.28	54.61	55.98	57.38	58.81	60.28
NOUn-15	Non-Union Grade 15	45.69	46.83	48.00	49.20	50.43	51.69	52.98	54.30	55.66	57.05	58.48	59.94	61.44	62.98	64.55	66.16
NOUn-16	Non-Union Grade 16	47.14	48.32	49.53	50.77	52.04	53.34	54.67	56.04	57.44	58.88	60.35	61.86	63.41	65.00	66.62	68.29
NOUn-17	Non-Union Grade 17	48.56	49.77	51.01	52.29	53.60	54.94	56.31	57.72	59.16	60.64	62.16	63.71	65.30	66.93	68.60	70.32
PWUn-01	PW Union Grade 1	28.57	29.28	30.01	30.76	31.53	32.32	33.13	33.96	34.81	35.68	36.57	37.48	38.42	39.38	40.36	41.37
PWUn-02	PW Union Grade 2	29.08	29.81	30.56	31.32	32.10	32.90	33.72	34.56	35.42	36.31	37.22	38.15	39.10	40.08	41.08	42.11
PWUn-03	PW Union Grade 3	29.09	29.82	30.57	31.33	32.11	32.91	33.73	34.57	35.43	36.32	37.23	38.16	39.11	40.09	41.09	42.12
PWUn-04	PW Union Grade 4	31.23	32.01	32.81	33.63	34.47	35.33	36.21	37.12	38.05	39.00	39.98	40.98	42.00	43.05	44.13	45.23
PWUn-05	PW Union Grade 5	33.27	34.10	34.95	35.82	36.72	37.64	38.58	39.54	40.53	41.54	42.58	43.64	44.73	45.85	47.00	48.18
PWUn-06	PW Union Grade 6	33.37	34.20	35.06	35.94	36.84	37.76	38.70	39.67	40.66	41.68	42.72	43.79	44.88	46.00	47.15	48.33
PWUn-07	PW Union Grade 7	33.80	34.65	35.52	36.41	37.32	38.25	39.21	40.19	41.19	42.22	43.28	44.36	45.47	46.61	47.78	48.97
PWUn-08	PW Union Grade 8	34.40	35.26	36.14	37.04	37.97	38.92	39.89	40.89	41.91	42.96	44.03	45.13	46.26	47.42	48.61	49.83
PWUn-09	PW Union Grade 9	35.88	36.78	37.70	38.64	39.61	40.60	41.61	42.65	43.72	44.81	45.93	47.08	48.26	49.47	50.71	51.98
PWUn-10	PW Union Grade 10	36.10	37.00	37.92	38.87	39.84	40.84	41.86	42.91	43.98	45.08	46.21	47.37	48.55	49.76	51.00	52.28
PWUn-11	PW Union Grade 11	36.36	37.27	38.20	39.15	40.13	41.13	42.16	43.21	44.29	45.40	46.53	47.69	48.88	50.10	51.35	52.63
PWUn-12	PW Union Grade 12	37.01	37.94	38.89	39.86	40.86	41.88	42.93	44.00	45.10	46.23	47.39	48.57	49.78	51.02	52.30	53.61

**VILLAGE OF PALATINE
CY 2025 SALARY SCHEDULE**

Grade Code	Grade Description	Hourly Rates								
		New Hire	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
FDU-01	FD Union Grade 1	NA	28.54	29.91	32.28	33.83	35.45	37.15	38.45	39.80
FDU-02	FD Union Grade 2	NA	33.73	35.35	38.16	39.99	41.91	43.92	45.46	47.05
FDU-03	FD Union Grade 3	NA	38.64	40.49	43.70	45.80	48.00	50.30	52.06	53.88
FDU-04	FD Union Grade 4	NA	41.98	43.99	47.48	49.76	52.15	54.65	55.61	56.58
PDU-01	PD Union Grade 1	37.82	39.81	44.62	48.16	50.47	52.89	55.43	57.37	59.38

**VILLAGE OF PALATINE
CY 2025 SALARY SCHEDULE ADDENDUM**

Grade Code	Grade Description	Positions Assigned to Grade			
NOUn-01	Non-Union Grade 1	Community Service Officer	Animal Warden	Property Custodian	
NOUn-02	Non-Union Grade 2	Records Clerk	Customer Service Rep		
NOUn-03	Non-Union Grade 3	Assoc Env Health Practioner			
NOUn-04	Non-Union Grade 4	Support Services Specialist	Human Resources Rep		
NOUn-05	Non-Union Grade 5	Unassigned			
NOUn-06	Non-Union Grade 6	Utility Billing Clerk	Licensing Specialist		
NOUn-07	Non-Union Grade 7	Technical Support Specialist			
NOUn-08	Non-Union Grade 8	Management Analyst	Finance Clerk	Systems Specialist	Legal Assistant
NOUn-09	Non-Union Grade 9	Unassigned			
NOUn-10	Non-Union Grade 10	Inspector 1	Zoning & Code Compliance Officer		
NOUn-11	Non-Union Grade 11	Human Resources Generalist	Accountant 1	Finance Analyst	Planner 1
NOUn-12	Non-Union Grade 12	Unassigned			
NOUn-13	Non-Union Grade 13	Inspector 2			
NOUn-14	Non-Union Grade 14	Environmental Health Practioner	Police Social Worker		
NOUn-15	Non-Union Grade 15	Unassigned			
NOUn-16	Non-Union Grade 16	Public Works Coordinator			
NOUn-17	Non-Union Grade 17	Police Sergeant			
PWUn-01	PW Union Grade 1	Mechanic Assistant			
PWUn-02	PW Union Grade 2	Supply Controller			
PWUn-03	PW Union Grade 3	Unassigned			
PWUn-04	PW Union Grade 4	Mechanic 1			
PWUn-05	PW Union Grade 5	Unassigned			
PWUn-06	PW Union Grade 6	Maintenance Worker	Assistant Buiding Engineer		
PWUn-07	PW Union Grade 7	Unassigned			
PWUn-08	PW Union Grade 8	Utility/Meter Service Worker			
PWUn-09	PW Union Grade 9	Electrician			
PWUn-10	PW Union Grade 10	Team Leader	Acting Team Leader		
PWUn-11	PW Union Grade 11	Mechanic 2			
PWUn-12	PW Union Grade 12	Unassigned			
PDU-01	PD Union Grade 1	Police Officer			
FDU-01	FD Union Grade 1	Probationary Firefighter			
FDU-02	FD Union Grade 2	Firefighter/Paramedic			
FDU-03	FD Union Grade 3	Fire Lieutenant			
FDU-04	FD Union Grade 4	Fire Captain			

**VILLAGE OF PALATINE
CY 2025 SALARY SCHEDULE**

EXECUTIVE LEADERSHIP

		Maximum
Deputy Village Manager	Annual	\$ 214,245
Finance Director	Annual	\$ 214,245
Fire Chief	Annual	\$ 214,245
Police Chief	Annual	\$ 214,245
Public Works Director	Annual	\$ 214,245
Information Technology Director	Annual	\$ 214,245
Community Development Director	Annual	\$ 214,245
Human Resources Director	Annual	\$ 214,245

MANAGEMENT AND PROFESSIONAL

		Maximum
Planning & Zoning Director	Annual	\$ 179,060
Deputy Fire Chief	Annual	\$ 179,060
Deputy Police Chief	Annual	\$ 179,060
Village Engineer	Annual	\$ 179,060
Assistant Public Works Director	Annual	\$ 179,060
Fire Battalion/Division Chief	Annual	\$ 165,000
Police Commander	Annual	\$ 165,000
Assistant Finance Director	Annual	\$ 160,300
Public Works Superintendent	Annual	\$ 160,300
Systems Engineer	Annual	\$ 160,300
Assistant Village Engineer	Annual	\$ 160,300
Accounting Manager	Annual	\$ 144,270
Building Official/Plan Reviewer	Annual	\$ 144,270
Field Director, Environmental Health	Annual	\$ 144,270
Field Director, Neighborhood Services	Annual	\$ 144,270
Customer Service Supervisor	Annual	\$ 144,270
Fire Marshal	Annual	\$ 144,270
Human Resources Coordinator	Annual	\$ 144,270
Information Technology Administrator/Manager	Annual	\$ 134,225
Civil Engineer 2	Annual	\$ 134,225
Accountant 2	Annual	\$ 114,490
Planner 2	Annual	\$ 114,490
Civil Engineer 1	Annual	\$ 114,490
Deputy Village Clerk	Annual	\$ 101,525
Communications Coordinator	Annual	\$ 101,525

OTHER

		Maximum
Seasonal Snow Plow Operator	Hourly	\$ 31.62
Fire Inspector	Hourly	\$ 31.24
Cable TV/Video Operator	Hourly	\$ 24.16
Video Production Assistant	Hourly	\$ 24.16
Intern	Hourly	\$ 21.32
Seasonal Part Time	Hourly	\$ 24.16
Crossing Guard	Hourly	\$ 17.77
Project Manager	Hourly	\$ 75.00

Consider a Resolution Granting a Security Deposit Reduction for the Estates at Arcadia Subdivision

BACKGROUND:

The Subject Property received a Final Planned Development in November 2024. The developer is in the process of completing the required public improvements for the 6-lot subdivision. A \$364,675.75 security deposit was required to secure the required public improvements. Portions of the public improvements equaling \$161,293.50 were completed and inspected by the Village. Therefore, the developer is requesting approval of the following:

A Security Deposit Reduction for the Estates at Arcdia Subdivision

KEY ISSUES:

- The developer has completed some of the required public improvements for the Estates at Arcadia Subdivision. The completed work includes the street pavement extension, detention basin excavation, and the retaining wall and grass paver installations.
- Upon completion of the public improvements, the Village Engineer inspected and approved the completed work, pursuant to the Final Engineering plans and Village Code requirements.
- With the reduction, the Public Improvements' Security Deposit will still retain the requisite amount to secure both the completion of the remaining improvements and the required one-year maintenance period.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of a Resolution granting the Security Deposit Reduction.

ACTION REQUIRED:

A Motion Approving a Security Deposit Reduction for the Estates at Arcadia.

ATTACHMENTS:

1. Aerial Map
2. RES Security Deposit Reduction - Estates at Arcadia



Legend

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING A REDUCTION OF SECURITY DEPOSIT FOR
ESTATES AT ARCADIA SUBDIVISION, PURSUANT TO THE
VILLAGE OF PALATINE MUNICIPAL CODE, APPENDIX B, SUBDIVISIONS,
SECTION 9.02**

**WHEREAS, on the 5th day of September, 2025, GWR Enterprises LLC
for good and valuable consideration agreed to install certain public
improvements in the Estates at Arcadia Subdivision; and**

**WHEREAS, pursuant to Section 9.02 of Appendix B of the Palatine
Municipal Code, an owner or developer of a subdivision is required to
deposit certain security or evidence thereof with the Village of Palatine to
guarantee the installation of such public improvements; and**

**WHEREAS, in the matter of the Estates at Arcadia Subdivision,
located at 274-286 W. Michigan Avenue, a Security Deposit in the amount of
\$374,675.75 was deposited with the Village of Palatine on the 5th day of
September 2025 to ensure the completion of the project improvements; and**

**WHEREAS, GWR Enterprises LLC has completed the initial required
public improvements, which were inspected and accepted by the Village
Engineer and has therefore applied for a reduction of the letter of credit in
the amount of \$161,293.50; and**

WHEREAS, an inspector with the Village's Engineering Department has inspected the public improvements and has found these improvements to have been satisfactorily completed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Village of Palatine that:

SECTION 1: Approval pursuant to the Palatine Municipal Code, Appendix B Section 9.02 be and is hereby granted for the public improvements having a value of \$161,293.50 and the letter of credit is hereby reduced to \$213,382.25

PASSED: This _____ day of _____, 2025.

AYES:_____ **NAYS:**_____ **ABSENT:**_____ **PASS:**_____

Mayor

ATTESTED and FILED in the Office
of the Village Clerk this _____
day of _____, 2025.

Village Clerk

Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback Reduction for an Addition at 524 N. Rohlwing Road

BACKGROUND:

The Petitioner is proposing to construct a 182 square-foot addition in the rear yard of the existing home. The proposed addition would be set back 23 feet from the rear lot line, rather than the required 40 feet. Therefore, the Petitioner is requesting approval of the following:

Special Use to permit an addition to have a rear yard setback of 23 feet, instead of the minimum required rear yard setback of 40 feet.

KEY ISSUES:

- The Subject Property, zoned R-2 Single-Family, is approximately 9,003 square feet in size. The Subject Property includes a single-family home and related improvements, including an existing attached deck in the rear yard.
- The Petitioner is seeking Special Use approval to permit a rear yard setback reduction to construct an 182 square foot addition onto the rear of the home.
- The addition consists of an enclosed porch and a renovated deck. The enclosed porch is categorized as part of the principal building and is therefore subject to the corresponding setbacks. The proposed addition will be set back approximately 23 feet from the rear lot line, encroaching into the required minimum 40-foot rear yard setback for the R-2 District. The deck renovation will not expand beyond its existing footprint and would comply with the other applicable zoning regulations.
- Presently, the principal structure maintains a 37-foot rear yard setback and is legally non-conforming.
- In reviewing the Special Use application and proposed building plans, Staff evaluated other R-2 properties in the area and determined that there are multiple rear yard setbacks below the minimum required 40 feet, with a calculated average of 26.8 feet.
- The proposed addition complies with all other applicable regulations, including lot and building coverages.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Public Hearing: Planning & Zoning Commission (PZC) meeting on November 11, 2025.

Residents testifying: None.

Vote: The PZC voted unanimously to approve the Special use and Staff concurs.

ACTION REQUIRED:

Motion to approve an ordinance granting a Special Use to permit a rear yard setback of 23 feet, instead of the minimum required 40 feet at 524 N. Rohlwing Road.

ATTACHMENTS:

None

Consider an Ordinance Granting a Special Use Transfer for the Continued Operation of an Auto Repair Use at 1098 E. Dundee Road

BACKGROUND:

The Subject Property, zoned B-2 General Business, contains the existing Car-X Tire & Auto business. John Keely is requesting a Special Use transfer of the existing auto repair use. Therefore, the Petitioner is requesting approval of the following:

Transfer of Special Use #O-185-87 to permit the continued operation of an auto repair use at 1098 E. Dundee Road

KEY ISSUES:

- The Subject Property was annexed into the Village in 1987 and subsequently granted a Special Use for an auto repair business.
- Car-X Tire & Auto has applied for a Special Use Transfer to Brex Inc. (d.b.a. Car-X Tire and Auto) to permit the continued operation of the auto repair store.
- There are no significant changes to the current operations or business functions proposed with the requested transfer.
- Through working with the Petitioner, Staff is recommending a condition requiring a cross-access agreement and easement between the Subject Property and the 998 E. Dundee Road (Palatine Bank & Trust) and 1102 E. Dundee Road (a vacant former restaurant drive-through). The condition requires that a cross-access easement agreement be submitted in a manner acceptable to the Village Attorney.
- This is similar to the Special Use conditions and agreements for Hertz, KC 1000 Subdivision (Panera, Verizon, IHOP), Popeye's, and the former Tore & Luke's property. The proposed cross access would connect to the existing cross access easement for the Palatine Bank & Trust, which is immediately west of Car-X. With IDOT's installed barrier median extension along Dundee Road, the cross access easements allow vehicles to maneuver along Dundee Road and access median breaks and signalized intersections.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the Special Use Transfer.

ACTION REQUIRED:

Motion to approve an ordinance transferring Special Use Ordinance #O-185-87 to permit the continued operation of an auto repair use at 1098 E. Dundee Road.

ATTACHMENTS:

None

Consider an Ordinance Annexing 160 E. Wilmette Avenue into the Village of Palatine

BACKGROUND:

The Subject Property, consisting of 0.66 acres and located in unincorporated Cook County, contains an existing single-family home and related improvements. The Subject Property is bordered by the Village of Palatine on all sides (including the abutting Wilmette Avenue right-of-way to the south). As the property is wholly surrounded and less than 60 acres, the Village is pursuing its annexation into the Village of Palatine. Therefore, the Village is requesting approval of the following:

Annexation of the Subject Property into the Village of Palatine.

KEY ISSUES:

- The Subject Property lies between two properties that were recently annexed into the Village of Palatine. These properties include 130 E. Wilmette Avenue (annexed in 2019) and 192 E. Wilmette Avenue (annexed in 2025).
- Upon annexation, the Subject Property would be zoned R-1 Single-Family Residential and the lot conforms to the R-1 District's bulk standards.
- Upon approval of the annexation, the Subject Property would be located in Village Council District 2.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the ordinance.

ACTION REQUIRED:

A motion to approve the ordinance annexing the property at 160 E. Wilmette Avenue into the Village of Palatine.

ATTACHMENTS:

None

Consider an Ordinance Granting a Variance from Chapter 16 Rights-of-Way of the Village's Code of Ordinances to Allow Commonwealth Edison to Install Two Utility Poles at 855 W. Northwest Highway

BACKGROUND:

Commonwealth Edison (ComEd) has applied for a permit to install two new utility poles, one within the public right-of-way along Northwest Highway and one on the private property located at 855 West Northwest Highway. The installation was requested by ComEd and the property owner to provide upgraded electrical service, specifically three-phase power, to the subject commercial property.

KEY ISSUES:

- As a utility company, ComEd is subject to the requirements of Chapter 16 and may not place any above-ground structures within the right-of-way unless approved by the Village Council. The new poles require that a variance be granted.
- The proposed work is for the installation of one new utility pole on Northwest Highway in front of 855 West Northwest Highway, and another pole on the private property itself.
- The new poles are being requested and are required to meet the power demands of the commercial operations at the subject address.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the ordinance.

ACTION REQUIRED:

Motion to approve the ordinance granting ComEd a variation from Chapter 16 of the Village's Code of Ordinances to allow the installation of two new utility poles, one in the Northwest Highway right-of-way and one on the property of 855 West Northwest Highway.

ATTACHMENTS:

None

Consider a Resolution to Approve a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the International Union of Operating Engineers Local No. 150, Public Employees Division

BACKGROUND:

International Union of Operating Engineers (IUOE) Local No. 150, Public Employees Division provides union representation for Palatine's represented Public Works employees. The previous contract expired on December 31, 2024.

KEY ISSUES:

- The proposed Collective Bargaining Agreement will result in a four-year contract, expiring on December 31, 2028. The proposed contract includes language changes regarding step advancement after discipline, boot allowance, tool allowance, amendments to the On Call Policy, amendments to the Drug and Alcohol Policy, and education and certification stipends.
- Agreed-upon wage increases for the unit are as follows: 3.25% in 2025 retroactive to January 1, 2025; 3.0% in 2026; 3.0% in 2027; and an amount equal to the non-represented step plan employees of the Village in 2028. Equity adjustments are also incorporated for Supply Controller and Mechanic Assistant to revise the pay grades.
- Pay after an employee sustains a work-related injury was changed to allow the employee to continue to receive their full salary for a period of up to 12 months (reduced from 18 months). After 12 months, pay will follow the requirements of the Workers Compensation Act, which is 2/3 of base salary. Employees will be allowed to elect to continue to receive their full salary by utilizing their accrued paid leave.
- The vacation accrual schedule was amended to match the non-represented Village employees.
- Members of the unit will retain health insurance provided by the IUOE and provide towards the wellness benefit contribution. A side letter sets the formula as the difference between the Union health insurance plan and the Village health insurance plan.
- Members of the IUOE Local No. 150 ratified the terms of the contract on November 12, 2025.

BUDGET IMPACT:

2025 wages will be accounted for within the existing budget. 2026 to 2028 wages are consistent with the Village's financial planning models.

RECOMMENDATION:

Staff recommends adopting a resolution approving the proposed Collective Bargaining

Agreement with the International Union of Operating Engineers Local No.150.

ACTION REQUIRED:

Motion to adopt a resolution approving the collective bargaining agreement between the Village of Palatine and the International Union of Operating Engineers Local No. 150 and authorizing the Mayor and Village Clerk to sign the agreement.

ATTACHMENTS:

None

Consider a Resolution Approving the Collective Bargaining Agreement Between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC

BACKGROUND:

Palatine Firefighters Local No. 4588 provides union representation for Palatine's Fire Department represented employees. The current contract expired December 31, 2024.

KEY ISSUES:

- The following is a summary of the changes in this successor four-year (2025-2028) contract:
 - Wages:
 - Wages are based on the midpoint philosophy between the 3rd and 4th positions of our comparable communities.
 - 2025: Firefighter/Paramedics at 3.49%, Lieutenants at 4.26% and Captains at 5% above Lieutenant top pay.
 - January 2026: Firefighter/Paramedics at 3.47%, Lieutenants at 3.18% and Captains at 5% above Lieutenant top pay.
 - July 2026: Firefighter/Paramedics at .59%, Lieutenants at .47% and Captains at 5% above Lieutenant top pay.
 - 2027 & 2028: Wage re-opener.
 - Change in vacation time computation for years of service, with the addition of an extra day off per year after 25 years of service.
 - Other language clarifying a variety of subjects with mutual agreement.
- Members of the Local ratified the terms of the contract on November 12, 2025.

BUDGET IMPACT:

2025 wages will be accounted for within the existing budget. 2026 to 2028 wages are consistent with the Village's financial planning models.

RECOMMENDATION:

Staff recommends approval of a resolution authorizing a collective bargaining agreement with Palatine Firefighter's Local No. 4588, International Association of Firefighters, AFL-CIO, CLC.

ACTION REQUIRED:

Motion to adopt the resolution approving the collective bargaining agreement between the Village of Palatine and Palatine Firefighters, Local No. 4588, International Association of Firefighters, AFL-CIO, CLC, and to authorize the Mayor and Village Clerk to execute the agreement.

ATTACHMENTS:

None