

**AGENDA FOR THE BOARD OF TRUSTEES**  
**Monday, January 5, 2026, 7:30 P.M.**  
Livestream available at Channel 10 and [Village website](#)

Call to Order  
Roll Call  
Pledge of Allegiance  
Administration Objectives Report  
Minutes of Previous Meeting  
Bills and Payroll  
Public Comment

**REPORTS**

**CONSENT AGENDA**

- 26-06 Ordinance Amending Chapter 3 of the Municipal Code of the Village of Deerfield, Illinois, 1975” as Amended, to Increase the Number of Class F-1 Liquor Licenses
- 26-07 Resolution Selecting and Designating the Delegate and Alternate Delegates to the Northeastern Illinois Public Safety Training Academy (NIPSTA) Board of Directors

**OLD BUSINESS**

**NEW BUSINESS**

- 26-01 Ordinance Amending the Village of Deerfield Wage and Salary Plan
- 26-02 Resolution Authorizing the Village to Issue a Purchase Order to Synagro Central, ILL for Biosolids Removal Services
- 26-03 Resolution Waving Bidding and Authorizing the Village to Issue a Purchase Order to Solenis LLC For Biosolids Polymer
- 26-04 Resolution Approving an Agreement with Strand Associates, Inc. For Design Engineering Services
- 26-05 Resolution Authorizing Purchase Order for DEW Pump
- 26-08 Resolution Approving a Master Services Agreement and Statement of Work with MGT Impact Solutions, of Tampa, Florida, for Employment Search Services for a Human Resources/Risk Manager

Items for Discussion by Mayor and Board of Trustees  
Reports of the Village Manager  
Adjournment



## VILLAGE OF DEERFIELD

DATE: January 5, 2026  
TO: Mayor and Board of Trustees  
CC: Kent Street, Village Manager  
FROM: Village Manager's Office  
**SUBJECT: Administration Department Report - 2025**

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### Purpose

This memo outlines the major projects and tasks undertaken by the Administration Department over the last year. Administration Department includes ten positions – Village Manager Kent Street, Assistant Village Manager Justin Keenan, Management Analyst Jessica Sciarretta, Communications Coordinator David Fitzgerald-Sullivan, Deputy Village Clerk Daniel Van Dusen, IT Director Matthew Weiss, IT Systems Administrator Michael Mulvany, IT Systems Specialist Melissa Gocek, IT Systems Technician Robert Turner and Custodian Michael Konke.

As provided by ordinance, the Village Manager advises the Mayor and Board of Trustees on policy decisions and acts as Chief Administrative Officer, supervising the activities of all department heads and directing the day-to-day operations of the Village. The Village Manager is also appointed Village Clerk by the Mayor and Board of Trustees.

### Village Manager's Office

In addition to supporting the Mayor, Village Board, Village Attorney, Boards and Commissions and Departments, the Village Manager's Office undertook a number of significant projects over the past year. They include the following:

#### Village Communications

1. Improved outreach and following from the public. Subscribers to the weekly E-blasts are at 3,182 this year with a 68% open rate, compared to the government industry average open rate of 30.5%. This year, subscribers opened 117,490 e-blasts, up from 97,734 e-blasts last year. In total, 75 eblasts were sent to date. In social media, Village Facebook followers have increased by more than 10% since the start of the year to 4,771 from 4,319 last year. The number of Farmers Market Facebook page followers grew by 5% to 1,895.
2. Continued to encourage individuals to subscribe to our messages on all platforms.
3. Grew the Village's presence on LinkedIn to connect with professionals worldwide, share our successes and engage with our community on a larger scale. The account is used to advertise job openings and promote the professional developments, achievements and presentations of staff.
4. Worked with Jasculca Terman Strategic Communications to develop a crisis communications plan. The plan was finalized on January 20, 2025. At some point, our community is likely to encounter issues or crises that require thoughtful, deliberate, quick and coordinated action and communications. Although the timing or nature of an issue or crisis cannot always be predicted,

preparation is critical. An organization's response to a crisis can have as big an impact on its reputation as the crisis itself.

5. Served in 2025 as the Co-Chair of the Northwest Municipal Conference Communicators Group.
6. Provided communication and graphic design support for all Village events, including the Public Works Open House, Farmers Market, Food Truck Wednesdays, Family Days, Deerfield Art Festival, Harvest Fest, Winter Lighting Celebration and Market.
7. Distributed six issues of D-tales and sent out 75 e-blasts of general interest to subscribers since January 1, 2025.
8. Distributed three press releases, 52 social media reports and 28 Board distribution packets.
9. Updated the Village's website, government cable channel and social media accounts.
10. Served on the board for the West Deerfield Township Dementia Friendly Community Committee, which is launching education for local businesses and continues to host the Memory Café at the Deerfield Public Library.

#### General Government Operations

1. Village Manager Kent Street received the Distinguished Mentor award from the Illinois Association of Municipal Management Assistants (IAMMA).
2. Management Analyst Jessica Sciarretta received the Future Leader award from Illinois Association of Municipal Management Assistants (IAMMA).
3. Responded to 72 FOIA requests related to general government inquiries.
4. Continued to work closely with Mayor Shapiro and various intergovernmental partners on a number of economic development matters to proactively retain and attract businesses and new residents. This includes staff serving as TIF Administrator for both the Downtown and Lake Cook Road TIF Districts.
5. Continued the transition from paper to online applications for special events.
6. Assisted with the consolidation of the Southlake Mosquito Abatement District with the North Shore Mosquito Abatement District.
7. Served as Village representatives to the Solid Waste Agency of Lake County, Lake County Partners, DBR Chamber of Commerce, the Lake County Transportation Alliance, Community the Anti-Drug, Rotary Club, Lions Club, Visit Lake County, Illinois Association of Municipal Management Assistants (IAMMA), Legacy Project, Illinois City / County Management Association (ILCMA) and the Northeastern Illinois Public Safety Training Academy.
8. Engaged the local business community through and with the DBR Chamber on many levels, including planning special events, topical meetings and attendance at DBR Chamber Board of Director meetings.
9. Continued to oversee and administer the Village's Electric Aggregation and Community Solar programs to support the use of renewable energy sources.

10. Coordinated the issuance of 51 liquor licenses in the Village and ensured all persons listed on the license passed the required Police Department background checks and fingerprinting.
11. Promoted and provided starter kits to residents for Hefty ReNew, a recycling program that provides means to dispose of hard-to-recycle items and diverts waste from landfills, in partnership with Solid Waste Agency of Lake County and Lakeshore Recycling Systems.
12. Continued serving as primary liaison to ComEd, Comcast and Lakeshore Recycling Systems to ensure these contracts and franchise agreements are managed properly and effectively delivering services to the Village's residents and businesses.
13. Worked in coordination with the Village Attorney and neighboring communities to draft an ordinance regulating unscheduled migrant bus stops.
14. Served as primary liaison to the Greenhouse Gas Reduction Working Group and continued focus on environmental initiatives outlined in the Climate Action Report.
15. Provided staff support for the two-day Deerfield Arts Festival in conjunction with the Fine Arts Commission.
16. Supported the rollout of the new Cartegraph (OpenGov) asset management and work order software.
17. Planned and managed community special events including Farmer's Market, Food Truck Wednesday Series, Harvest Fest, Deerfield Arts Festival, as well as Winter Lighting Celebration and Market.
18. Organized efforts related to economic development, local business promotion and community enhancement activities, including the production of promotional videos, continued business visit/retention program in partnership with the DBR Chamber of Commerce.
19. Held electronics recycling, paper shredding and compost soil giveaway events.
20. Implemented a residential recycling program, Recycle Coach, that provides residents with local information regarding refuse, recycling and composting.
21. Supported efforts to promote the economic vitality of the Downtown/Village Center TIF District #3 and Former Walgreens Campus Lake Cook Road TIF District #4. This included a strategic property acquisition of the US Bank Building located at 700 Deerfield Road.
22. Extended the Electricity Aggregation 2.0 Program contract, which provides 100% renewable energy to approximately 3,000 households and small businesses, generating an estimated \$40,000 in civic contributions to support the Sustainability Fund.
23. Completed the first full year of Administrative Adjudication Hearings. Two hearings were held in 2024 with 11 hearings conducted in 2025.
24. Provided electronic packets for all weekly distributions to the Mayor and Board of Trustees and posted full agenda packets on the Village's website.
25. Provided guidance and consultation on several key redevelopment projects.
26. Facilitated the review and release of Closed Session meeting minutes.

27. Oversaw the local election filing process for the April 1, 2025 Consolidated Election and onboarded one newly elected official.
28. Worked with various councils of government to petition the state to continue disbursing local government revenues and successfully advocated for a state-wide capital infrastructure bill.
29. Implemented a Special Event Sponsorship Program, to provide local businesses a means to market at local events while reducing the Village's associated costs.
30. Transitioned a new vendor at the Deerfield Metra Train Station to provide vending services for commuters.
31. Launched the Green Energy Partnership Program (GEPP), providing Deerfield businesses access to 100% renewable electricity at competitive rates.

### Commissions - Staffed by Administration

#### *Cable Telecommunications Commission – Four Meetings*

The Cable and Telecommunications Commission is staffed by Justin Keenan and meets on an as-needed basis. In 2025, the Commission convened four times to review the proposed extension of the T-Mobile water tower cellular lease and to receive briefings from three fiber providers regarding planned expansion within the Village. The Commission subsequently submitted a recommendation to staff concerning the future of fiber internet expansion in the community. In addition, Commission members met with Comcast representatives to discuss potential expansion opportunities and address residential service concerns.

#### *Cemetery Commission – Two Meetings*

The Cemetery Commission is staffed by Justin Keenan and meets two to three times annually to tour the historic cemetery grounds and review care and maintenance needs. In 2025, the Commission completed a comprehensive survey of the remaining burial plots at the historic Deerfield Cemetery using ground-penetrating radar. This survey will assist staff in confirming the locations of unmarked graves and identifying available burial spaces.

#### *Community Relations Commission – Ten Meetings*

The Community Relations Commission is staffed by David Fitzgerald-Sullivan and meets on a regular basis. The Commission continued its Dear in Deerfield program, highlighting the positive actions and contributions of residents through the D-Tales newsletter. Commission members also volunteered at Village events, including the Winter Celebration, and invited community leaders to meetings to learn more about local organizations serving the community. In addition, the Commission partnered with School District 109 to launch Stronger Together Deerfield, a community-wide initiative focused on strengthening connections and supporting resident well-being. The campaign brings together schools, local government, nonprofits, businesses and healthcare providers to promote mental health and wellness, resilience, digital balance and community belonging.

#### *Farmers Market Committee – Four Meetings*

The Farmers Market is staffed by Justin Keenan and David Fitzgerald-Sullivan. The Farmers Market is held weekly on Saturdays for 18 weeks during the growing season and features more than 25 vendors offering a diverse selection of conventional and organic produce, fresh-cut flowers, and specialty goods. While the Market operates primarily during the summer and fall, the Farmers Market Committee begins planning and vendor outreach in the winter months. In 2025, staff worked closely with the Committee to coordinate vendor registrations, obtain required health department permits and insurance, and manage contracts for entertainment and children's activities. The Market season will expand to 20 weeks in 2026.

### *Family Days Commission – Six Meetings*

The Family Days was staffed by Justin Keenan and Jessica Sciarretta in 2025. In 2026, the Commission will be staffed by Justin Keenan and Public Works Analyst Michael Brumm. The Commission plans and oversees the July 3 and July 4 Family Days festivities, including the annual fireworks show and community parade. In 2025, the Commission rebranded the Family Days newsletter and logo for the first time in many years, refreshing the event's identity while maintaining its long-standing traditions. The Commission also hosted the second annual pie-eating contest, introduced new children's activities, and expanded family-friendly programming to enhance the overall event experience. New this year, the Commission hosted a Bingo event and continued long-standing traditions such as the Rotary Club 5K Race, Breakfast in the Park, and the Poster Contest, ensuring a balance of new offerings and community favorites. In 2026, staff will work with the Commission to develop new programming in celebration of the 250<sup>th</sup> Anniversary of the United States.

### *Fine Arts Commission – Six Meetings*

The Fine Arts Commission, staffed by David Fitzgerald-Sullivan, hosted the 2025 Deerfield Art Festival. The event is organized by Amdur Productions. The Commission also launched a new round of the Public Art Program, featuring works by local artists displayed in public buildings throughout the Village. In addition, the Commission sponsored an all-ages plein air painting competition at the Deerfield Historic Village in partnership with the Deerfield Area Historical Society and supported the Deerfield Public Library's award-winning Queer Poem a Day podcast in celebration of LGBTQ+ Pride Month. The Commission awarded a \$1,500 grant to Deerfield Family Theater for new sound equipment and is currently collaborating with Deerfield Supportive Living on a mural project for its outdoor gathering space, designed by Deerfield High School students.

### *Greenhouse Gas Reduction Working Group – Nine Meetings*

The Working Group is primarily staffed by Jessica Sciarretta, with support from multiple departments, to implement the multi-year Climate Action Report strategies aimed at reducing the Village's carbon footprint by 45% by 2030 and achieving carbon neutrality by 2050. The Working Group continues to focus on key impact areas, including energy, transportation and waste. To advance these goals, the Group partnered with an alternative energy broker to launch the Green Energy Partnership Program (GEPP), which provides Deerfield businesses with access to 100% renewable electricity at competitive rates. Additional initiatives included incentivizing and promoting alternative transportation options at Harvest Fest, as well as encouraging participation in programs designed to reduce landfill waste. The Group also established an environmental education campaign featuring consistent promotion of sustainability initiatives through D-Tales on the "Green Line" and weekly Facebook Sustainability Sunday posts. In 2026, staff will collaborate with the Commission to expand the Green Energy Partnership Program and implement biking and walking wayfinding signage.

### *Sustainability Commission – Nine Meetings*

The Sustainability Commission, staffed by Jessica Sciarretta, remains focused on educating residents on waste diversion and energy-saving practices. Throughout the year, the Commission engaged with the community by attending the Farmers Market, where members provided educational handouts and giveaways to market-goers. In addition, the Commission focused on educating the public on recycling best practices through promotion of the Hefty ReNew program, invasive species identification and removal through a Buckthorn Removal presentation, composting and broader waste-diversion initiatives. The Commission also heavily promoted the ComEd Energy Efficiency Program, encouraging residents to take advantage of available rebates and energy-saving resources. Staff continued to serve as the liaison to the Sustainability Commission and supported the Commission's goals through ongoing coordination, outreach and community education.

### *Volunteer Engagement Commission – Four Meetings*

The Volunteer Engagement Commission met four times and conducted interviews with 11 candidates for commission vacancies. In 2026, the Commission plans to have members attend meetings of other boards and commissions to gain a better understanding of their roles and identify the skills and experience that would be the best fit for prospective candidates.

### 2026 Departmental Objectives

1. Monitor internal operations of all departments to ensure appropriate levels of labor and resources.
2. Assess effectiveness of Village communication tools, including the redesigned D-Tales print newsletter, website, weekly e-blast newsletter and continued evaluation of social media platforms.
3. Continue to oversee residential and commercial solid waste collection franchises including the continued emphasis on the utilization of the organic material carts for over 6,000 households and 230 businesses.
4. Implement new Americans with Disabilities Act regulations per the Compliance Website Content Accessibility Guidelines (WCAG).
5. Expand the Farmers Market by two additional weeks.
6. Continue to advance awareness and monitor sustainable benefit of the Community Solar initiative for residents and small commercial customers.
7. Advance the goals of the Greenhouse Gas Reduction Working Group's goals as outlined in the Climate Action Report by installing three public-facing electric vehicle chargers.
8. Continue to serve on external boards including: Board of Directors of the Solid Waste Agency of Lake County, Community the Anti-Drug, Northeastern Illinois Public Safety Training Academy, Illinois Association of Municipal Management Assistants (IAMMA), Legacy Project, DBR Chamber of Commerce, Lake County Transportation Alliance, Lake County Convention and Visitors Bureau and West Deerfield Township Dementia Friendly Committee.
9. Transition paper forms and applications such as Raffle and Liquor Licenses, as well as Solicitor Permits to the online application software, OpenGov.
10. Continue to pursue EV Readiness Gold Designation in partnership with ComEd to limit barriers for residents installing and adopting electric vehicles.
11. Pursue action items identified in the Northwest Quadrant Master Plan including evaluation of potential downtown parking lot revenue streams and pedestrian safety improvements, as well as on-going communications with quadrant stakeholders.
12. Support efforts, goals and objectives of the Board of Zoning Appeals, Cable and Telecommunications Commission, Cemetery Commission, Community Relations Commission, Family Days Commission, Fine Arts Commission, Greenhouse Gas Reduction Working Group, Plan Commission, Sustainability Commission, and Volunteer Engagement Commission.
13. Manage community special events including Farmer's Market, Family Days, Food Truck Wednesday Series, Harvest Fest, Deerfield Arts Festival, as well as Winter Lighting Celebration and Market.

14. Establish wayfinding signage for biking and walking routes.
15. Hold the required Joint Review Board (JRB) meetings and Public Hearings for the Downtown/Village Center TIF District #3 and the Lake Cook Road TIF District #4.
16. Install anti-idling signage in accordance with sustainability efforts.
17. Provide electronics, paper shredding, compost giveaways and textile recycling services to residents.
18. Rotate the public art program, including the display of two downtown murals in partnership with Deerfield High School.
19. Finalize contract negotiations for residential and commercial waste hauling services.
20. Manage and hold monthly Adjudication Hearings.
21. Plan for 250<sup>th</sup> Anniversary of the United States in conjunction with Family Days.
22. Update chapters six and thirteen of the Municipal Code to include a fine Ordinance.
23. Support the recruitment of a Human Resources professional in the Finance Department.

#### Information Technology Division

1. Assisted departments with ongoing implementation efforts for large software projects including adjudication and eCitations, utility billing, request tracker, and asset management. IT also implemented the GovAI Artificial Intelligence platform for use by all Village staff, and assisted the Police Department in planning for and beginning its implementation of a new 911 telephone system.
2. Replaced approximately 40 computers for staff throughout the Village and upgraded additional staff computers to Windows 11.
3. Completed a large network switching replacement and upgrade project including equipment for the Public Works and Police Departments.
4. Replaced physical access control hardware at the Wastewater Reclamation facility and its satellite stations.
5. Performed necessary technical work to facilitate the Police Department's Axon squad car camera system implementation.
6. Implemented multiple new online permit/license applications in the OpenGov platform for various divisions, in continuance of the effort to transition all applications away from paper.
7. Replaced server hardware in the Village's primary datacenter, data storage hardware in its secondary datacenter, data backup hardware in both datacenters and VPN hardware at a dispatch customer Police Department's station.

8. Coordinated and/or performed software upgrades to the Police Department's public safety software and the Finance Department's enterprise resource planning software.
9. Improved security including the implementation of a password filtering platform and immutable backups.
10. Provided twelve monthly cybersecurity awareness training campaigns, as well as resources and messaging in coordination with Cybersecurity Awareness Month and conducted phishing simulation exercises.
11. The IT Division processed 3,396 work orders between January 1, 2024, and December 10, 2025.

Conclusion

A detailed breakdown of annual Administration Department work statistics and IT work orders by location and type, and are included with this report. Staff will present the report at the January 5 Board of Trustees meeting.

<u>Work Statistics</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Ordinances Passed	31	50	46	39	46	33
Resolutions Passed	30	55	87	61	96	81
Village Board Meetings	24	24	24	24	24	24
D-Tales Published	6	6	6	6	6	6
FOIA Requests (Admin)	53	46	72	-	61	72
Liquor Licenses Issued	30	28	36	37	46	51
Distributions to Mayor and Board	52	52	52	52	52	52
Cable and Telecommunications Commission Meetings	-	-	3	-	-	3
Community Development Group Meetings	153	75	52	52	52	52
Deerfield Area Agency Calls	40	24	-	-	-	-
Fine Arts Commission Meetings	2	4	3	2	2	6
Sustainability Commission Meetings	2	8	3	8	7	9
Community Relations Commission Meetings	1	10	11	8	10	10
Greenhouse Gas Ad Hoc Working Group	-	4	8	3	10	9
Press Releases	4	7	6	6	4	3
E-blasts	67	68	59	63	61	58
Raffle Licenses	2	1	1	1	3	1
Solicitation Permits	-	25	7	62	61	11
Commercial Filming Permits	1	2	2	2	2	4
Social Media Reports	51	52	52	52	52	52

December 15, 2025

The regular meeting of the Board of Trustees of the Village of Deerfield was called to order on December 15, 2025, at 7:30 p.m. at Deerfield Village Hall. The clerk called the roll and announced that the following were

Present: Dan Shapiro, Mayor  
Robert Benton  
Larry Berg  
Jennifer Goldstone  
Jesse Greenberg  
Elaine Jacoby (remote)  
Mary Oppenheim

Absent:

and that a quorum was present and in attendance. Also present were Village Manager Kent Street and Benjamin Schuster, Village Attorney.

PLEDGE OF ALLEGIANCE

Commander Oliver Cachola led those in attendance in reciting the Pledge of Allegiance.

MOMENT OF SILENCE

Those in attendance observed a moment of silence for the victims of the mass shootings in Australia and at Brown University. Mayor Shapiro read a statement regarding the recent mass shootings and antisemitism.

“I speak today with a heavy heart and with deep outrage over the violence we witnessed this weekend. In Australia, the killings were aimed directly at the Jewish community, an act of antisemitic hatred intended to intimidate and terrorize people for who they are and how they worship. Such violence is not only an attack on individuals; it is an assault on the values of tolerance and mutual respect that bind communities together. Deerfield is home to a vibrant and proud Jewish community. You will never stand alone in the face of hate.

The killings at Brown University struck a place dedicated to learning and the free exchange of ideas. And yet, as shocking as this tragedy is, it is also tragically familiar. It was one of 391 mass shootings this year alone. That number should stop us cold, not because it is statistics, but because it reflects lives lost, families shattered, and futures cut short.

We are outraged that hatred continues to find targets. Outraged that faith communities, and in particular the Jewish community must worry about its safety. Outraged that schools and public spaces are no longer assumed to be safe.

We will remain vigilant and diligent in ensuring that our Village and our Jewish community its synagogues, schools, and gathering places are safe and protected. We will continue to work closely with law enforcement and community leaders. Safety is not optional; it is fundamental.

These moments demand clarity and resolve. Antisemitism has no place in Deerfield, in Illinois, or anywhere in the world. Violence cannot be normalized, and indifference is not an option. We honor those lost by standing with the grieving, protecting one another, and recommitting ourselves to a community defined not by fear, but by dignity, safety, and justice for all.”

PRESENTATION

Deputy Chief Brian Budny provided a brief summary of the Field of Honor and showed a video recap. Deputy Chief Budny noted the Committee wanted to support Lake County and met with schools, community organizations, the DBR Chamber, local media and got support from everyone. They had 500 flags that stood in tribute to veterans over the five days and a lot of community support. The Committee recognized the gold sponsors for the event including the Deerfield Post 29 of the American Legion, Donald Otter, Fortune Brands and the Police Department Citizens Police Academy. They raised over \$23,000 and will donate \$6,442.98 each to Lake County Honor Flight and the Midwest Veterans Closet.

Lisa Madden from the Lake County Honor Flight and Mary Carmody from the Midwest Veterans Closet thanked the Village and everyone who participated for helping and allowing them to be part of this fundraising opportunity. The donation will help send four veterans on honor flights. Mayor Shapiro noted the video was quite inspiring. The event was remarkable and was planned, coordinated and executed so well. The Village appreciates everything the Honor Flight and Veterans Closet does to support the veterans.

DOCUMENT APPROVAL

Trustee Oppenheim moved to approve the minutes from the December 1, 2025 Board of Trustees meeting. Trustee Benton seconded the motion. The motion passed unanimously on a voice vote.

TREASURER’S REPORT

Director of Finance Eric Burk presented highlights from the November 2025 Treasurer’s Report representing 92 percent of the year. Year-to-date net sales tax continues to exceed the prior two years. Water and sewer billings decreased from last month’s annual high, which is expected this time of year. State income tax decreased from the prior month due to estimated payments made in September. Hotel tax reflects payments from four hotels and back payment from one hotel. The other two hotels paid shortly after month end. Notable expenditures in November include construction and engineering costs, a transfer from the general fund to the refuse fund, progress payments on solar panels at the Water Reclamation Facility and debt service payments. Large expenditures to come include the Police Pension contribution, an allocation of personnel costs to the refuse fund for leaf collection and a transfer to Infrastructure Replacement Fund for solar panel costs.

BILLS AND PAYROLL

Trustee Oppenheim moved to approve the bills and payroll dated December 15, 2025. Trustee Greenberg seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

PUBLIC COMMENT

Susan O'Malley addressed the proposed agreement between herself and the Briarwood Country Club concerning the flooding she experiences in her backyard, which borders the country club. In September, she attended a meeting with the club manager and attorney and they brought up a proposed plan with a berm. Ms. O'Malley stated only one party has damages, and it is the Village who can get the money from Lake County and the country club who has caused the damages.

Ms. O'Malley noted she has provided numerous documents to the Village that date back to 2001. She believes the country club does not care and will continue to do what they are doing. She has tried to meet with them, written letters, called, etc. She asked the Village to assist. Mayor Shapiro noted Ms. O'Malley's attorney is her advocate for what could be an agreement. If that agreement is executed, that allows the Village to help her with grant funding for her benefit. The Village cannot control the country club. He hopes Ms. O'Malley's lawyer advocates her position to Briarwood Country Club.

Arnie Matuk discussed mental health and stressed the importance of proper sleep habits.

REPORTS

There were no Reports.

CONSENT AGENDA

<u>RESOLUTION R-25-68 APPROVING THE REGULAR MEETING SCHEDULE OF THE BOARD OF TRUSTEES FOR CALENDAR YEAR 2026</u>	Mayor Shapiro reported the Illinois Open Meetings Act requires local governments to approve their annual meeting schedule via Resolution and make it available to the public.
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Trustee Goldstone moved to adopt the Consent Agenda. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

RESOLUTION R-25-69 WAIVING  
COMPETITIVE BIDDING AND  
APPROVING AN AGREEMENT WITH  
AXON ENTERPRISE INC. FOR  
SOFTWARE AND SERVICES;  
INCLUDING COMMUNITY REQUEST  
AND UNLIMITED DIGITAL STORAGE  
WITH VIDEO SUPPORT

Deputy Chief Chris Fry reported the Police Department is seeking approval of a Resolution authorizing the Police Department to enter into an agreement with Axon Enterprises Inc. for software and services including community request and unlimited digital storage with video support for the overall cost of \$85,654.28.

Trustee Berg moved to approve a Resolution waiving competitive bidding and approving an agreement with Axon Enterprise Inc. for software and services; including community request and unlimited digital storage with video support for the overall cost of \$85,654.28 payable in three installments. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-70 APPROVING  
THE RENEWAL OF A CONTRACT  
WITH MUNICIPAL GIS PARTNERS

Public Works Management Analyst Michael Brumm reported the Village has had an agreement with Municipal GIS Partners (MGP) since 2002 to participate in a 42-member consortium. In order to

continue service, each year the Village needs to renew its contract with MGP. Due to the success of the consortium, renewal pricing has remained relatively low over the years, with a 2.7% increase in 2022, 3.7% increase in 2023, 3.4% increase in 2024, a 4.6% increase in 2025 as well as a 3.6% increase for services in 2026. A renewal contract and supplement statement of work authorize a one-year contract extension through December 31, 2026.

MGP provides the Village with support services, staffing and consulting work in an effort to construct and maintain the Village's GIS system. This arrangement allows for efficiencies and a discounted fee structure that allocates MGP staff hours based on the level of service required for each community. The Village operates at a 40% allocation whereby MGP staff is on-site two days per week.

Trustee Oppenheim moved to approve a Resolution approving the renewal of a contract with Municipal GIS Partners in an amount not to exceed \$99,734.04. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-71 TO PURCHASE  
LANDSCAPE PLANT MATERIAL

Mr. Brumm reported the Village has been purchasing landscaping material from Red's

FROM RED’S GARDEN CENTER Garden Center for approximately 20 years. Staff has been impressed with the quality of the plant material they provide and they have been a dependable supplier with excellent customer service.

Staff recognizes the need for high quality plants for the landscape planting and maintenance program. The purchase will include an assortment of plants, flowers, and associated supplies such as dirt or mulch, and is fully budgeted.

Trustee Oppenheim moved to approve the Resolution waiving the competitive bidding and authorizing the purchase of landscape plant material from Red’s Garden Center up to the budgeted amount of \$50,000. Trustee Goldstone seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-72 APPROVING AN AGREEMENT WITH MILIEU DESIGN LLC FOR LANDSCAPING SERVICES Mr. Brumm reported the Village owns and maintains more than 27 landscaped locations throughout the community including municipal buildings. The Village does not maintain a dedicated Landscape Division; therefore, landscape maintenance services are obtained through the competitive bid process with qualified contractors.

Three bids were received. The bid specifications requested pricing for both landscape maintenance services and plant material. Following review, staff determined it was in the best interest of the Village to award the maintenance portion of the contract to Milieu Design LLC while continuing to purchase plant material from a third-party supplier. This approach has provided the Village with both cost efficiency and high-quality service delivery.

Trustee Benton moved to approve the Resolution approving an agreement for a one-year contract extension with Milieu Design LLC for landscaping services in an amount not to exceed \$44,405. Trustee Goldstone seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-73 TO AWARD THE SEWER LINING CONTRACT TO HOERR CONSTRUCTION INC. Mr. Brumm reported the Village has been lining sewers for more than 20 years. This process utilizes cured-in-place pipe, essentially creating a new sanitary sewer without the mess and expense of conventional replacement methods. In total, over 1,820.51 linear feet of 24-inch sewer, 140 linear feet of 18-inch sewer, and 845 linear feet of 10-inch sewer is planned to be lined as part of this year's project. The majority of the work this year is focused in the east side interceptor main, a continuation of the sewer lining from last year. For 2026, staff is planning to line sewer along

the Middle Fork of the North Branch of the Chicago River in multiple locations, including from Warwick Road to Landis Lane, and from Deerfield Road to Cody Lane.

The Department of Public Works and Engineering received five bids. All bids received were responsive and met the project specifications, with Hoerr Construction Inc. submitting the lowest responsible bid at \$268,217. Although the low bid is below the project budget, staff recommends awarding the full budgeted amount of \$450,000. As part of the continued effort to fully restore the structural integrity of the 24-inch east side interceptor main, staff anticipates taking advantage of the favorable unit pricing provided by Hoerr Construction Inc. for lining the 24-inch sewer. Utilizing this competitive pricing, additional linear footage will be added to the scope of work for the 2026 project, which includes lining from Shannon Road to the east side pumping station. Public Works staff have met with contractor representatives to discuss the additional lining quantities and they are willing to honor the price.

Trustee Greenberg moved to approve the Resolution to award the sewer lining contract to Hoerr Construction Inc. in an amount not to exceed \$450,000. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)

NAYS: None (0)

**RESOLUTION R-25-74 APPROVING  
THE FIRST AMENDMENT TO THE  
AGREEMENT WITH ADVANCED TREE  
CARE INC. FOR TREE AND STUMP  
REMOVAL SERVICE**

Mr. Brumm reported the Public Works Department is responsible for the removal of trees and stumps from parkways, Village properties, unimproved rights-of-way and alleys. The removals are necessary due to tree deaths, hazardous conditions and infectious diseases. For fiscal year 2022, the

tree removal contract was competitively bid and Advanced Tree Care Inc. was the lowest bidder. For fiscal year 2026, the contractor is not requesting a price increase for a one-year extension on their services.

Trustee Oppenheim moved to approve the Resolution waiving the competitive bidding and approving the first amendment to the agreement with Advanced Tree Care Inc. for tree and stump removal service for \$75,000. Trustee Goldstone seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)

NAYS: None (0)

**RESOLUTION R-25-75 TO WAIVE  
COMPETITIVE BIDDING AND  
APPROVE AN AGREEMENT WITH  
ADVANCED TREE CARE, INC. FOR  
TREE TRIMMING SERVICES**

Mr. Brumm noted the Public Works Department is responsible for trimming parkway trees for traffic clearance purposes, to preserve the tree's health and appearance, and to prevent possible damage to human life and property. The Village does not have

a dedicated Forestry Division; therefore, bids are solicited from qualified tree service contractors to perform this function. For fiscal year 2022, the tree trimming contract was competitively bid and Advanced Tree Care Inc. was the only bidder. For fiscal year 2023, the tree trimming contract had a one-year extension with no unit price increase and for fiscal year 2024 had a price increase of 7.1 %. Advanced Tree Care Inc. did not request a price increase for the fiscal year 2025 contract renewal, and they are not requesting any increase again for fiscal year 2026.

The Village has established a cycle for the parkway tree trimming program. The Village is divided into quadrants, with approximately one area to be maintained each year. This winter, a small portion of the Southwest Quadrant and the Southeast Quadrant are scheduled for maintenance.

Trustee Oppenheim moved to approve a Resolution waiving the competitive bidding and approving an agreement with Advanced Tree Care Inc. for tree trimming services for the budgeted amount of \$100,000. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)

NAYS: None (0)

RESOLUTION R-25-76 TO WAIVE THE COMPETITIVE BIDDING AND AWARD THE CONTRACT FOR TURF MAINTENANCE TO PATRIOT PROPERTIES SERVICES LLC Mr. Brumm reported the Village owns and maintains more than 30 locations that require weekly or biweekly turf maintenance including the Lake Cook Road median islands and right-of-way, the Deerfield Road Metra station and Metra right-of-way. The department received six bids

when this contract went out to bid in 2023. Patriot Property Services LLC was the lowest responsible bidder at \$39,000. The Village authorized a contract with this firm to complete the work in 2024, and staff was pleased with the result. The contract allows an extension of their services for additional years, if it is determined to be beneficial to the Village. In this case, the contractor performed their work at sufficient level in 2024, and was awarded a 4.5% increase for services in 2025. Patriot Property Services has proposed a 3% increase for their services in fiscal year 2026, which staff believes is appropriate for the quality of work they provide.

Trustee Berg moved to approve a Resolution waiving the competitive bidding and award the contract for turf maintenance to Patriot Properties Services in an amount not to exceed \$41,980. Trustee Greenberg seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)

NAYS: None (0)

RESOLUTIONS R-25-77; R-25-78; AND R-25-79 TO PURCHASE VEHICLES Mr. Brumm stated, for fiscal year 2026, the Village has proposed purchasing three pieces of operating

AND EQUIPMENT equipment and five motor vehicles through the Vehicle Equipment Replacement Fund (VERF).

The Village's 2026 equipment and vehicle replacement plan includes the purchase of five motor vehicles and three pieces of operating equipment essential to maintaining safe, reliable and efficient Public Works operations. These replacements are consistent with the Village's VERF schedule and reflect the need to address age-related wear, rising maintenance demands and the operational requirements of daily field activities. Several purchases are being made through State and Sourcewell cooperative purchasing contracts, allowing the Village to secure competitively bid pricing without completing separate formal solicitations. The total combined cost for all recommended replacements is \$399,529.81, while the 2026 budgeted amount is \$375,000. The proposed equipment includes:

- Operating Equipment
  - (1) Asphalt Trailer
  - (1) Fleet #250 Bob Cat
  - (1) Trailer for PW Equipment
- Motor Vehicles
  - (4) ¾ Ton Pickup Trucks - #603, #700, #703 and #708
  - (1) ½ Ton Pickup Truck - #605

Trustee Goldstone moved to approve the Resolution approving the purchase of vehicles and equipment in the total amount of \$399,529.81. Trustee Berg seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-80 TO APPROVE ASSET MANAGEMENT CONTRACT WITH OPENGOV INC. Assistant Director of Public Works and Engineering Tyler Dickinson noted staff is continually exploring new ways to improve operations and asset management.

Staff is continually exploring new ways to improve operations, and the asset management/work system is an area that has been in need of improvement for some time. The current "Request Tracker" module that is utilized for tracking and reporting Citizen Service Requests (CSRs) is managed through the Village's website and was a free addition through the existing Civic Plus contract. While the current system was an improvement over the previous antiquated system used by staff, it is rarely used by the public and the decision was made to seek alternatives.

Staff has budgeted to perform the second phase of the implementation in early 2026. The second phase of the project will integrate the Village's sanitary sewer and water distribution systems into the asset management system. This will enable staff to improve infrastructure management by more efficiently managing, planning, and tracking the sanitary sewers, water pumps,

reservoirs and distribution stations. A proposal in the amount of \$63,325 has been received from OpenGov to implement the remaining domains and train the Village staff, with roughly half of this cost being related to the one-time implementation. It should be noted that the ongoing annual cost for the above categories is projected around \$35,000 in fiscal year 2027.

Mr. Street asked the department to provide a six-month progress report on the software implementation.

Trustee Greenberg moved to approve a Resolution waiving the competitive bidding and approving the asset management contract with OpenGov Inc. in the amount of \$63,325 with a staff report in six months. Trustee Goldstone seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

RESOLUTION R-25-81 WAIVING THE  
COMPETITIVE BIDDING AND  
APPROVING AN AGREEMENT WITH  
S.E. ENTERPRISES SCIARRETTA  
ENTERPRISES INC. FOR CLEANING  
SERVICES

Assistant Village Manager Justin Keenan noted the Village hires a contractor to provide janitorial services. Since 2022, S.E. Enterprises has served as the Village's primary cleaning contractor. For 2026, S.E. Enterprises is requesting a 3% increase, raising the total cost from \$82,160 to \$84,824, an additional \$2,464. This amount is fully budgeted for

2026. Given S.E. Enterprises' rate stability over the previous two years, the reasonable nature of the requested increase, and the Village's extensive challenges with other cleaning vendors, staff did not seek additional proposals for this service.

Trustee Berg moved to approve the Resolution waiving the competitive bidding and approving an agreement with S.E. Enterprises, Sciarretta Enterprises Inc. for cleaning services in the amount of \$84,824. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

DISCUSSION

MENORAH LIGHTING

There will be a Menorah lighting on Tuesday with the Chabad at 4:30 p.m. at the Village Centre.

SNOW CLEARING

did an amazing job.

Overnight Downtown Snow Clearing on Thursday was a huge success. The Public Works department

HAPPY HOLIDAYS

year.

As Christmas and New Year's Day are on Thursdays, there are no LRS collection delays this

CLOSED SESSION

discuss personnel and review Closed Session meeting minutes. Trustee Benton seconded the motion. The motion passed by the following vote:

Trustee Goldstone moved, pursuant to 5 ILCS 120/2(c)(2) and 120/2(c)(21) of the Illinois Open Open Meetings Act, to go into Closed Session to

AYES: Benton, Berg, Goldstone, Greenberg, Jacoby, Oppenheim (6)  
NAYS: None (0)

The meeting adjourned to Closed Session at 8:44 p.m.

ADJOURNMENT

Trustee Goldstone seconded the motion. The motion passed unanimously on a voice vote. The meeting was adjourned at 10:38 p.m.

There being no further business or discussion, Trustee Oppenheim moved to adjourn the meeting.

The next regular Board of Trustees meeting is scheduled to take place on Monday, January 5, 2026, at 7:30 p.m.

APPROVED:

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Mayor

ATTEST:

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Village Clerk



VILLAGE OF DEERFIELD

# **BILLS & PAYROLL**

FOR THE

**Monday, January 5, 2026**

VILLAGE BOARD MEETING

# Invoices for Prelist 010526

Vendor Name	Invoice Number	Description	Amount
1ST AYD CORPORATION	PSI836682	SUPPLIES	\$685.76
			Vendor Total:
ADLER, ARAM	DPHS-25-156/8548	59 EASTWOOD DR/DEPOSIT REFUND	\$570.00
			Vendor Total:
AEP ENERGY	3013128892-121725	A/C 3013128892 11/17/25 THRU 12/16/25	\$2,710.57
	3013128915-120125	A/C 3013128915 10/27/25 THRU 11/24/25	\$194.62
	Vendor Total:	\$2,905.19	
AETNA TRUCK PARTS, INC.	747662	DEF	\$395.00
			Vendor Total:
ALAN F. FRIEDMAN, PH.D. INC	20251211	PRE-EMPLOYMENT PSYCHOLOGICAL	\$733.40
			Vendor Total:
AMAZON CAPITAL SERVICES	14QK-VCC7-CQ9Q	CARBYNE STREAM DECKS	\$1,024.95
	1WGN-HFQG-P11G	COFFEE MAKER	\$400.64
	14GW-DFTN-RT3Q	FLASHLIGHTS	\$269.98
	1HCM-MWDP-KTQW	IT PARTS/EQUIPMENT	\$362.10
	1PVH-YR94-7N4W	OFFICE SUPPLIES	\$19.98
	1HQL-GFGL-4YNT	OFFICE SUPPLIES	\$28.43
	1YMM-DVPC-Q3V1	PHONE EQUIPMENT	\$129.98
	1W17-KFFL-D3D7	PHONE EQUIPMENT	\$139.95
	1MLH-NFM1-9MLX	RANGE SUPPLIES	\$136.51
	1PNH-Y99V-9TLW	SUPPLIES	\$37.99
	1NY1-KQ9L-TNXM	SURGE PROTECTORS	\$175.09
	14HQ-CRXT-JXYP	WRF SCADA MONITORS	\$416.00
	Vendor Total:	\$3,141.60	

ASSOCIATED TECHNICAL SERVICES LTD	41504	AS-NEEDED LEAK DETECTION SERVICES	\$1,012.00
			Vendor Total: \$1,012.00
AVALON PETROLEUM COMPANY	041924	FUEL	\$16,722.00
	010744	FUEL	\$17,864.00
			Vendor Total: \$34,586.00
BEHRENDTS, PSYD, PC, KELLY J.	121725-V2401	EAP BENEFIT REIMB: V2401 / DEC 2025	\$20.00
			Vendor Total: \$20.00
BLUE TO GOLD LLC	1540415	TRAINING: NUNEZ	\$225.00
			Vendor Total: \$225.00
BREX SOLUTIONS INC	INV-65769	TAXI SUBSIDY PROGRAM	\$480.00
			Vendor Total: \$480.00
BRISTOL HOSE & FITTING	3595352	STOCK HYD SUPPLIES	\$521.18
			Vendor Total: \$521.18
BROWNELLS INC	2025412529358	RANGE SUPPLIES	\$58.86
			Vendor Total: \$58.86
BURK, ERIC	121625	REIMB: ILLINOIS FINANCIAL FORECAST FORUM	\$267.00
	INV32795598	REIMB: AICPA MEMBERSHIP	\$385.00
			Vendor Total: \$652.00
CACHOLA, OLIVER	121925	REIMB: RANGE SUPPLIES	\$143.82
			Vendor Total: \$143.82
CIORBA GROUP INC	0033860	5 & 8 PARKWAY NORTH PHASE III ENGINEERING SERVICES	\$17,009.75
			Vendor Total: \$17,009.75
CIVILTECH ENGINEERING INC	3908-03.02-11	HAZEL AVENUE RECONSTRUCTION PROJECT - PHASE III	\$122,779.11
			Vendor Total: \$122,779.11
COMCAST	0010692-120525	CABLE TV SRVC: 12/16/25 – 01/15/26	\$92.53
	257815124	FIBER INTERNET SRVC: 12/01/25 – 12/31/25	\$3,046.39
	0459766-121425	TRN STN INTERNET SRVC: 12/18/25 – 01/17/26	\$196.44
			Vendor Total: \$3,335.36
COMED	0073344000-122325	A/C 0073344000 11/22/25 THRU 12/26/25	\$67.86
	5148762222-120625	A/C 5148762222 10/24/25 THRU 11/22/25	\$267.12

COMED	6912501111-121025	A/C 6912501111 11/3/25 THRU 12/3/25	\$769.85
			Vendor Total: \$1,104.83
CONSTELLATION NEWENERGY INC	3932722831-121825	A/C 3932722831 10/27/25 THRU 11/24/25	\$1,928.21
			Vendor Total: \$1,928.21
CONTINENTAL RESOURCES INC	91185002	WATER DIV COMPUTER EQUIP	\$2,138.91
			Vendor Total: \$2,138.91
COPP, KARA	35920	EAP BENEFIT REIMB: V2310 / DEC 2025	\$140.00
			Vendor Total: \$140.00
CRAFTWOOD LUMBER CO	335343	DROP CLOTHS	\$48.13
	335337	MITCHELL PARK RES.	\$45.97
	335461	SUPPLIES	\$56.46
			Vendor Total: \$150.56
CUTLER HARDWARE/WORKWARE	PS-INV055486	APPAREL - LENZ	\$88.69
	PS-INV055517	APPAREL - RAMOS	\$77.48
	PS-INV055485	APPAREL - ROMAN	\$638.50
	PS-INV051582	APPAREL - VEGA	\$7.20
	PS-CR105657	APPAREL - VEGA	(\$7.20)
	PS-INV051107	VILLAGE BOARD SWEATERS	\$111.29
	PS-INV050074	VILLAGE BOARD SWEATERS	\$467.03
		Vendor Total: \$1,382.99	
DAVE'S NORTH SHORE TOWING INC	3576	VEHICLE TOW	\$785.00
			Vendor Total: \$785.00
DELL INC	10853935356	HARDWARE FOR COMPUTER REPLACEMENT PROJECT	\$11,738.80
	10854088897	MICROSOFT EA ENTERPRISE AGREEMENT 2025	\$42,656.87
			Vendor Total: \$54,395.67
DICKINSON, TYLER	08671D	BUFFALO GROVE LUNCH	\$131.00
			Vendor Total: \$131.00
EMPLOYMENT SCREENING ALLIANCE	20483	PRE-EMPLOYMENT CREDIT REPORTS	\$55.50
			Vendor Total: \$55.50

ENDEAVOR HEALTH OMEGA	213305451 - 120225	PRE-EMPLOYMENT PHYSICAL	\$384.00
			Vendor Total: \$384.00
FANKE JR, KRIS	12152536379	SMALL TOOLS	\$526.90
			Vendor Total: \$526.90
GALLS LLC	033519706	APPAREL: BUDNY	\$18.65
	033480866	APPAREL: CACHOLA	\$56.27
	033491710	APPAREL: FOSTER	\$274.30
	033480965	APPAREL: GONZALEZ	\$31.63
	033505030	APPAREL: HUGGETT	\$147.11
	033365973	APPAREL: KUHLERS	\$316.98
	033362854	APPAREL: KUHLERS	\$237.97
	033348927	APPAREL: KUPSAK	\$255.71
	033480219	APPAREL: NAGELBACH	\$94.99
	033479997	APPAREL: RANIERI	\$233.13
			Vendor Total: \$1,666.74
GEWALT-HAMILTON ASSOCIATES INC	4382.110-11	1101 LAKE COOK RD DEVELOPMENT CONSTRUCTION	\$986.75
	4382.115-14	LAKE COOK CROSSING CONSTRUCTION OVERSIGHT	\$18,757.75
			Vendor Total: \$19,744.50
GHA TECHNOLOGIES INC	1990353	VIRTUAL DESKTOP LICENSING	\$1,008.50
	1991139	WRF SCADA MONITOR	\$314.95
			Vendor Total: \$1,323.45
GRAINGER INC	9744593048	CREDIT - MOTOR RETURN	(\$1,073.73)
	9729541707	FAN BLADE	\$427.72
	9729541715	FAN BLADE RETURN	(\$564.74)
	9744593030	FAN MOTOR	\$939.75
	9739187624	GREASE GUN	\$330.50
	9739187616	HEATER	\$1,005.57
	9739187632	MOTOR	\$1,073.73
	9747742550	SAFETY CLOTHING	\$213.21
	9731427689	SAFETY COAT	\$146.06

GRAINGER INC	9737591397	SUPPLIES	\$62.88
	9738436485	WINTER GEAR	\$357.44
	9738833020	WINTER GEAR	\$403.54
			Vendor Total:
GRIMCO, INC	34927062-01	SIGN MATERIAL	\$1,090.39
			Vendor Total:
HAVEY COMMUNICATIONS, INC	14179	CAR #10	\$141.30
			Vendor Total:
HAWKINS INC	7282133	CL2 TANK RENTAL	\$20.00
			Vendor Total:
HERZOG, SUSAN E.	DPHS-25-116/8329	842 APPLETREE LN/DEPOSIT REFUND	\$500.00
			Vendor Total:
HIGHLAND PARK FORD	213311	SQUADS	\$202.36
	213314	STOCK	\$101.18
			Vendor Total:
HOME DEPOT CREDIT SERVICES	5520716	HOLIDAY LIGHTS	\$119.76
	9023781	LADDER FOR SHOP	\$174.90
	8623578	PADLOCK/CLEANERS	\$49.54
	4163422	PADLOCKS FOR TRAIN STATION	\$16.57
	1521625	PAINT	\$63.86
	2622886	PICTURE HANGING STRIPS	\$19.97
	0521850	SCREWS/HOOKS/CONDUIT/WALLDRILLER	\$47.68
	9023804	SUPPLIES	\$588.20
	1023652	SUPPLIES	\$34.36
	9525460	SUPPLIES	\$188.64
	5074523	SUPPLIES	\$32.98
	7520299	SUPPLIES - SALT SPREADER	\$376.31
	7622108	WATER & SUPPLIES	\$230.66
			Vendor Total:
HOMER, MICHAEL OR EMMA	121525	REIMB: PEER SUPPORT FAMILY PARTY	\$191.43
			Vendor Total:

IBANESCU, MARIUS	A65626/851324/2	1309 HOLLY LN/DEPOSIT REFUND	\$1,500.00
	A65626/849224	1309 HOLLY LN/DEPOSIT REFUND	\$1,500.00
	Vendor Total:		\$3,000.00
IDLEWOOD ELECTRIC SUPPLY INC	INV263669	SUPPLIES	\$83.41
	Vendor Total:		\$83.41
ILLINOIS STATE TREASURER	67025	2025 QTR#2 - TRAFFIC SIGNAL MAINTENANCE	\$14,586.93
	67528	2025 QTR#3 - TRAFFIC SIGNAL MAINTENANCE	\$14,586.93
	Vendor Total:		\$29,173.86
IMAGE SYS & BUSINESS SOLUTIONS	432150	CD WIDE FORMAT COPIER OVERAGES 08/30/25 – 11/29/25	\$0.15
	Vendor Total:		\$0.15
INSIGHT PUBLIC SECTOR	1101338867	CELLULAR ROUTERS	\$15,428.00
	Vendor Total:		\$15,428.00
IN-SITU INC	INV121901	PHOSPHATE ANALYZER CHEMICAL	\$1,971.00
	Vendor Total:		\$1,971.00
INTERNATIONAL CODE COUNCIL INC	1002181454	CODE BOOKS	\$434.50
	1002121219	ICC TRAINING – ZIEGLER	\$470.00
	Vendor Total:		\$904.50
JANES, BRANDON	40072383527157762	SAFETY LUNCH 2,900 DAYS	\$172.85
	Vendor Total:		\$172.85
JG UNIFORMS, INC	156278	APPAREL: BERNAS	\$94.50
	156690	APPAREL: CAPPELEN	\$157.00
	156377	APPAREL: CHERESTAL	\$376.25
	156276	APPAREL: HOMER	\$47.40
	156693	APPAREL: KUZNYAK	\$56.00
	156692	APPAREL: MATHEWS	\$268.75
	156811	APPAREL: RANIERI	\$146.95
	156331	APPAREL: SCHROEDER	\$126.70
	15398	APPAREL: STRICKLAND	\$264.00
	156399	APPAREL: STRICKLAND	\$102.10
	156390	WATCH CAPS: STOCK	\$224.00
	156817	WINTER HATS	\$504.00

JG UNIFORMS, INC			Vendor Total:	\$2,367.65
KEENAN, JUSTIN	788855978	EVENT TABLE CLOTH CLEANING		\$109.86
	121925	HOLIDAY LUNCHEON		\$202.29
			Vendor Total:	\$312.15
KESSLER, ADAM & AMY	A65960/886823	150 SEQUOIA LN/DEPOSIT REFUND		\$19,872.80
			Vendor Total:	\$19,872.80
KEYTH TECHNOLOGIES INC	892216/897712	REPAIR TRAIN STATION FIRE ALARM		\$1,120.52
			Vendor Total:	\$1,120.52
KLOEPFER CONSTRUCTION INC	7186	SNOW REMOVAL - TRUCKING		\$3,130.00
			Vendor Total:	\$3,130.00
KONICA MINOLTA BUSINESS SOLUTIONS	505329148	PW STREETS COPIER USE/MAINT: 10/01/25 - 11/29/25		\$261.07
			Vendor Total:	\$261.07
KUHLLERS, KASEY	121125	REIMB: NIPAS TRAVEL		\$71.82
	120825	REIMB: NIPAS TRAVEL		\$52.92
			Vendor Total:	\$124.74
KUSTOM SIGNALS INC	623943	LIDAR REPAIR		\$738.57
			Vendor Total:	\$738.57
LECHNER SERVICES	3597309	MATS - PW/ENG		\$111.45
	3594954	MATS - TRAIN STATION		\$126.91
	3594955	MATS - WRF		\$40.14
	3597316	PD FLOOR MATS		\$82.06
	3597317	VH: MATS		\$66.60
			Vendor Total:	\$427.16
LICHTERMAN, ANDREW	122925	REIMB: REPAIRS 333 WARWICK		\$829.36
			Vendor Total:	\$829.36
LINDE GAS & EQUIPMENT INC	53458913	WELDING SUPPLIES		\$16.00
			Vendor Total:	\$16.00
LUCKY E LTD	121725	CONTRACT SPONSORSHIP PAYMENT		\$700.00
			Vendor Total:	\$700.00
MARSH USA INC	346976602255	PUBLIC OFFICIAL BOND		\$100.00
	346970432355	PUBLIC OFFICIAL BOND		\$100.00

MARSH USA INC			Vendor Total:	\$200.00
MCAVOY, JOHN AND VALERY	122325	FINANCE HOLIDAY LUNCHEON		\$333.54
			Vendor Total:	\$333.54
MENONI & MOCOJNI, INC.	0074471-00	CONCRETE		\$840.60
	0077869-00	STONE		\$1,874.43
			Vendor Total:	\$2,715.03
MID AMERICAN WATER OF WAUCONDA INC	288970W	PURCHASE MISC WATER MATERIAL PARTS FOR STOCK		\$531.00
			Vendor Total:	\$531.00
MIDWEST METER INC	0184418-IN	PURCHASE OF WATER METERS		\$11,473.98
			Vendor Total:	\$11,473.98
MILIEU DESIGN LLC	190663	STREETSCAPE CLEAN UP		\$495.00
			Vendor Total:	\$495.00
MOLL, VALERIE	04732-38159347	REIMB: CANVA (ADD'L MEMBER)		\$72.30
			Vendor Total:	\$72.30
MOTOROLA SOLUTIONS INC	8655320240701	JETSB APPROVED EXPENDITURES		\$4,908.00
	9934120251103	MONTHLY RADIO USAGE: DEC 25		\$2,311.00
			Vendor Total:	\$7,219.00
MUTUAL ACE HARDWARE	662925	MATERIALS		\$10.59
	661429	PIPE MATERIALS		\$40.81
	663189	SUPPLIES		\$76.82
			Vendor Total:	\$128.22
NAPA AUTO PARTS - WHEELING	413890	FL - 1		\$73.56
			Vendor Total:	\$73.56
NORTH CENTRAL LABORATORIES	529053	LAB SUPPLIES		\$689.12
			Vendor Total:	\$689.12
NORTH SHORE DECK & EXTERIOR, LLC	DECK-25-31/9042	340 CARLISLE AVE/DEPOSIT REFUND		\$933.66
			Vendor Total:	\$933.66
NORTH SHORE GAS	0601405013-121625	A/C 0601405013 11/13/25 THRU 12/15/25		\$47.69
	0604546645-121625	A/C 0604546645 11/13/25 THRU 12/15/25		\$209.74
	0607361216-121625	A/C 0607361216 11/13/25 THRU 12/15/25		\$4,183.51
			Vendor Total:	\$4,440.94

NORTHEASTERN ILLINOIS PUBLIC SAFETY	26-809433	ANNUAL MEMBERSHIP	\$3,000.00
	83537766	HONOR GUARD TRAINING: MATHEWS	\$385.00
	Vendor Total:		\$3,385.00
NORTHERN IL POLICE ALARM SYSTEM	15788	INTREPRETATION SERVICES: OCT 25	\$26.40
	Vendor Total:		\$26.40
ODELSON MURPHEY FRAZIER & MCGRATH	880	LABOR ATTORNEY SERVICES: NOV 2025	\$6,900.00
	Vendor Total:		\$6,900.00
ODP BUSINESS SOLUTIONS LLC	450100455001	OFFICE SUPPLIES	\$10.95
	448272255001	OFFICE SUPPLIES	\$66.02
	449085919001	OFFICE SUPPLIES	\$26.91
	449086411001	OFFICE SUPPLIES	\$23.79
	450100456001	OFFICE SUPPLIES	\$10.39
	Vendor Total:		\$138.06
O'LEARY'S CONTRACTORS EQUIPMENT	571420	HOLIDAY RENTAL	\$725.00
	572483	SNOW BLOWER	\$2,785.00
	Vendor Total:		\$3,510.00
ORPHANS OF THE STORM ANIMAL SHELTER	120225	IMPOUND FEE: NOV 25	\$150.00
	Vendor Total:		\$150.00
PAMELA AND STEVEN HANDMAKER	12102025	LANDSCAPING REPAIRS - 1314 STRATFORD	\$444.00
	Vendor Total:		\$444.00
PATTEN INDUSTRIES INC	56C140405	FILTERS	\$2,900.32
	P56C0076233	LOADER PARTS	\$2,751.27
	56C140405B	STOCK	\$64.70
	56C140405C	STOCK	\$64.70
	56C140405A	STOCK	\$129.40
	Vendor Total:		\$5,910.39
PERMA-SEAL BASEMENT SYSTEMS INC	GDFW-25-77/9407	49 MULBERRY RD/DEPOSIT REFUND	\$500.00
	Vendor Total:		\$500.00
PETER BAKER & SON CO.	54792	HMA	\$2,731.20
	Vendor Total:		\$2,731.20

PETTY CASH - ADMIN	122325	REPLENISH PETTY CASH	\$429.71
		Vendor Total:	\$429.71
PHILLIPS, ROBERT W.	042641	WINTER MEALS	\$120.69
		Vendor Total:	\$120.69
PITNEY BOWES	3107535547	POSTAGE MACHINE/QTRLY MAINT: 10/30/25 - 01/29/26	\$317.04
		Vendor Total:	\$317.04
POMP'S TIRE SERVICE INC	280178311	LOADER TIRES (L2)	\$12,217.65
		Vendor Total:	\$12,217.65
QUILL CORPORATION	46882667	OFFICE SUPPLIES	\$62.16
	46896336	OFFICE SUPPLIES	\$195.33
	46873121	OFFICE SUPPLIES	\$416.78
	46906384	OFFICE SUPPLIES	\$21.26
	46888960	OFFICE SUPPLIES	\$38.04
	46905401	OFFICE SUPPLIES	\$15.00
		Vendor Total:	\$748.57
RAMOS TOBIAS, ALAN	92674	ARBORIST LICENSE RENEWAL - RAMOS	\$220.00
		Vendor Total:	\$220.00
RAY O'HERRON CO INC	3266770	SIMMUNITION EQUIPMENT	\$1,358.64
		Vendor Total:	\$1,358.64
RED'S GARDEN CENTER INC	443036	TOP SOIL	\$86.00
		Vendor Total:	\$86.00
RONDOUT SERVICE CENTER LLC	18728	SAFETY LANES	\$123.50
		Vendor Total:	\$123.50
SAFEBUILT ILLINOIS LLC	3026001	LAKE COOK CROSSING INSPECTIONS	\$166.04
		Vendor Total:	\$166.04
SAM'S CLUB DIRECT	1054	COFFEE/SNACKS/WATER/PLATES/BOWLS/CUTLERY/DRINKS	\$502.02
	0044	PLATES/CUTLERY	\$54.64
	0625	PW HOLIDAY LUNCHEON SUPPLIES	\$673.86
	3259	SUPPLIES/TV FOR PW	\$432.46
		Vendor Total:	\$1,662.98

SCHELL SEALCOATING LLC	512	VH PAVEMENT STRIPING	\$1,000.00
			Vendor Total: \$1,000.00
SCHWABE, JOEL	2825	REPAIRS 333 WARWICK	\$5,500.00
	2826	REPAIRS 333 WARWICK	\$310.00
			Vendor Total: \$5,810.00
SCORPIO EXCAVATING INC	20251268	HAUL OUT	\$1,788.16
	20251249	WATER SYSTEM MAINTENANCE EXCAVATION SPOIL HAUL OUT	\$1,691.25
			Vendor Total: \$3,479.41
SE INC	25-4143	PLANT TREE	\$603.75
	25-4331	SNOW AND ICE REMOVAL AND MAINTENANCE	\$3,130.00
	25-4279	SNOW AND ICE REMOVAL AND MAINTENANCE	\$3,580.00
	25-4301	SNOW AND ICE REMOVAL AND MAINTENANCE	\$1,710.00
	25-4314	SNOW/ICE	\$490.00
	25-4310	SNOW/ICE	\$920.00
	25-4281	SNOW/ICE	\$3,080.00
	25-4333	SNOW/ICE	\$2,620.00
	25-4324	SNOW/ICE	\$2,170.00
	25-4356	VILLAGE HALL & PD SALT	\$867.72
			Vendor Total: \$19,171.47
SEDGWICK CLAIMS MNT SRVCS INC	480006977616	UNEMPLOYMENT INSURANCE	\$125.00
			Vendor Total: \$125.00
SHAFFER MACHINING LLC	0009767	RANGE EQUIPMENT	\$308.00
			Vendor Total: \$308.00
SHAUGHNESSY, KEVIN	202500214	PRE-EMPLOYMENT POLYGRAPH	\$250.00
			Vendor Total: \$250.00
SOKORELIS, JOANNA	121025	REIMB: PEER SUPPORT FAMILY PARTY	\$116.96
			Vendor Total: \$116.96
SPECIALIZED MARKETING GROUP INC	133605	CD APPAREL	\$733.92
	131797	EMPLOYEE LOGO'D CLOTHING	\$113.71
			Vendor Total: \$847.63

STRAND ASSOCIATES INC	0232700	COMPUTER REPLACEMENT ASSISTANCE	\$2,657.24
			Vendor Total: \$2,657.24
STREICHER'S - MILWAUKEE	I1796557	NIPAS APPAREL: KUHLLERS	\$110.00
			Vendor Total: \$110.00
STREIFF, CAROLYN MARTA	0011	CEMETERY SURVEY	\$9,810.00
	0012	CEMETERY SURVEY 3RD PAYMENT	\$9,810.00
			Vendor Total: \$19,620.00
TEKLAB INC	338910	OUTSIDE LAB	\$208.55
			Vendor Total: \$208.55
TERMINAL SUPPLY CO.	76315-00	SHOP MATERIALS	\$422.64
			Vendor Total: \$422.64
THOMSON REUTERS - WEST	852894886	CLEAR PLUS: NOV 25	\$320.53
			Vendor Total: \$320.53
TPM GRAPHICS INC	101060	PRINT TAXI VOUCHERS	\$1,198.00
			Vendor Total: \$1,198.00
U.S. WATERPROOFING	GDFW-25-42/8269	21 GREENBRIAR EAST DR/DEPOSIT REFUND	\$500.00
			Vendor Total: \$500.00
ULINE	201521065	DESK	\$540.13
	201184242	SUPPLIES	\$1,077.00
	201488131	SUPPLIES	\$298.72
			Vendor Total: \$1,915.85
UNION DRAINAGE DISTRICT NO. 1	297	TREE REMOVAL - DRAINAGE DISTRICT	\$12,100.00
			Vendor Total: \$12,100.00
UNITED STATES POSTAL SERVICE	01052026	D-TALES POSTAGE	\$2,000.00
			Vendor Total: \$2,000.00
US BANK	7981697	FILING FORMS 8038-CP	\$100.00
	7974380	FISCAL AGENT FEES/GOB2020/NOV25-OCT26	\$625.00
			Vendor Total: \$725.00
USIQ INC	29982629-1	APPAREL: KUHLLERS	\$44.49
			Vendor Total: \$44.49

VERIZON WIRELESS	6128983872	CELL SRVC / DATA DEVICES: 10/21/25 – 11/20/25	\$1,120.58
	6130694662	CELL SRVC / SCADA: 12/11/25 – 01/10/25	\$562.72
	6128983871	MONTHLY CELLULAR TELECOM: 10/21/25 – 11/20/25	\$1,759.73
			Vendor Total:
VILLAGE OF LINCOLNSHIRE	25-0002720	JETSB APPROVED EXPENDITURES	\$14,737.32
	25-0002719	JETSB APPROVED EXPENDITURES	\$18,802.05
			Vendor Total:
VRC COMPANIES, LLC	5738718	DOCUMENT SHREDDING	\$56.67
			Vendor Total:
WAREHOUSE DIRECT WRKPLC SOLUTIONS	IN618297	PD FOLDING MACHINE MAINTENANCE	\$179.00
			Vendor Total:
WAUKEGAN ROOFING CO INC	2248689	ROOF REPAIR	\$967.74
			Vendor Total:
WEINTRAUB, ISABELL	121025	REIMB: BOOKS	\$105.52
	120725	REIMB: PEER SUPPORT FAMILY PARTY	\$94.63
			Vendor Total:
WEISS, MATT	INV333778848	REIMB: ZOOM	\$390.11
			Vendor Total:
WGS DISTRIBUTION	73160	SMALL TOOLS	\$330.54
			Vendor Total:
WILSON LAWN & LANDSCAPE	18700	LAWN MAINTENANCE ENFORCEMENT	\$205.00
			Vendor Total:
WINER & WINER	090125	PROSECUTION SERVICES: AUG 25	\$8,050.00
	080125	PROSECUTION SERVICES: JUL 25	\$8,312.50
	100125	PROSECUTION SERVICES: SEP 25	\$9,100.00
			Vendor Total:
WUNDERLICH-MALEC SERVICES	28607	SCADA CENTRIFUGE SERVICE CALL	\$1,027.30
			Vendor Total:
<b>Invoices Grand Total</b>			<b>010526 Invoices Total: \$572,441.50</b>

# Pre-Paid Checks for Prelist 010526

Vendor Name	Invoice Number	Description	Amount
NORDIN, AMANDA	28-0020/REFUND		\$155.79
		Vendor Total:	\$155.79
<b>Pre-Paid Checks Grand Total</b>		<b>010526 Pre-Paid Checks Total:</b>	<b>\$155.79</b>

# Pre-Paid Wire Transactions for Prelist 010526

Vendor Name	Invoice Number	Description	Amount
DEERFIELD POLICE PENSION	POLPEN122625	POLPEN CONTRIBS 12/26/25 PR	\$21,130.21
	POLPEN121725	POLPEN CONTRIBS 12/17/25 CD	\$5,371.44
	Vendor Total:		\$26,501.65
FEDERAL TAXES	PR122625	FICA/MC/FIT 12/26/25 PR	\$142,604.76
	PR121725	FICA/MC/FIT 12/17/25 CD	\$12,314.65
	Vendor Total:		\$154,919.41
ICMA	MSQRROTH122625	MSQR ROTH 12/26/25 PR	\$6,612.57
	MSQRREG122625	MSQR 457 REG&ROTH 12/26/25 PR	\$23,996.71
	Vendor Total:		\$30,609.28
IL DEPT OF EMPLOYMENT SECURITY	0800792/Q3-2025/2	UNEMPLOYMENT INSURANCE TAX	\$4.40
	Vendor Total:		\$4.40
ILLINOIS DEPT OF REVENUE	PR122625	SIT 12/26/25 PR	\$27,085.91
	PR121725	SIT 12/17/25 CD	\$2,417.15
	Vendor Total:		\$29,503.06
<b>Wire Grand Total</b>		<b>010526 Pre-Paid Wire Transactions Total:</b>	<b>\$241,537.80</b>

# Journal Entry Transactions for Prelist 010526

Vendor Name	Description	Amount
IMRF	IMRF XFR/VILLAGE & LIBRARY/NOV 25	\$133,750.15
Vendor Total:		\$133,750.15
DEERFIELD LIBRARY	LIBRARY SHARE OF PPRT OCT-NOV 25	\$7,134.09
Vendor Total:		\$7,134.09

**010526 Journal Entry Transactions Total: \$140,884.24**

# Payroll for Prelist 010526 (2025 - Period 12)

Fund	Department	Type	Description	Amount
10	FINANCE DEPARTMENT	5110	REGULAR SALARIES	\$55,025.06
			FINANCE DEPARTMENT Total:	\$55,025.06
	ADMINISTRATION	5110	REGULAR SALARIES	\$103,001.37
		5111	PART TIME SALARIES	\$712.73
			ADMINISTRATION Total:	\$103,714.10
	COMMUNITY DEVELOPMENT	5110	REGULAR SALARIES	\$85,978.06
			COMMUNITY DEVELOPMENT Total:	\$85,978.06
	STREET ADMINISTRATION	5110	REGULAR SALARIES	\$20,290.01
		5112	OVERTIME SALARIES	\$650.95
			STREET ADMINISTRATION Total:	\$20,940.96
	STREET SNOW & ICE REMOVAL	5112	OVERTIME SALARIES	\$51,486.52
			STREET SNOW & ICE REMOVAL Total:	\$51,486.52
	STREET TRAIN STATION MAINT	5110	REGULAR SALARIES	\$626.85
			STREET TRAIN STATION MAINT Total:	\$626.85
	STREET MAINTENANCE	5110	REGULAR SALARIES	\$43,202.68
		5112	OVERTIME SALARIES	\$6,682.53
			STREET MAINTENANCE Total:	\$49,885.21
	ENGINEERING DIVISION	5110	REGULAR SALARIES	\$37,727.24
		5112	OVERTIME SALARIES	\$148.01
			ENGINEERING DIVISION Total:	\$37,875.25
POLICE DEPT ADMINISTRATION	5110	REGULAR SALARIES	\$58,532.55	
	5112	OVERTIME SALARIES	\$331.38	
		POLICE DEPT ADMINISTRATION Total:	\$58,863.93	
POLICE DEPT COMMUNICATIONS	5110	REGULAR SALARIES	\$81,119.52	
	5111	PART TIME SALARIES	\$4,398.30	

10	POLICE DEPT COMMUNICATIONS	5112	OVERTIME SALARIES	\$10,485.14
			POLICE DEPT COMMUNICATIONS Total:	\$96,002.96
	POLICE DEPT INVESTIGATIONS	5110	REGULAR SALARIES	\$77,089.65
		5112	OVERTIME SALARIES	\$2,773.62
			POLICE DEPT INVESTIGATIONS Total:	\$79,863.27
	POLICE DEPT PATROL	5110	REGULAR SALARIES	\$397,528.85
		5112	OVERTIME SALARIES	\$28,887.02
			POLICE DEPT PATROL Total:	\$426,415.87
	POLICE DEPT SPEC DETAIL	5112	OVERTIME SALARIES	\$1,676.04
		POLICE DEPT SPEC DETAIL Total:	\$1,676.04	
			Fund 10 Total:	\$1,068,354.08
50	WATER DEPARTMENT ADMINISTRATIO	5110	REGULAR SALARIES	\$25,912.49
		5112	OVERTIME SALARIES	\$601.18
			WATER DEPARTMENT ADMINISTRATIO Total:	\$26,513.67
	WATER DEPT DISTRIBUTION	5110	REGULAR SALARIES	\$6,382.43
		5112	OVERTIME SALARIES	\$1,295.40
			WATER DEPT DISTRIBUTION Total:	\$7,677.83
	WATER MAIN MAINTENANCE	5110	REGULAR SALARIES	\$21,770.38
		5112	OVERTIME SALARIES	\$6,037.57
			WATER MAIN MAINTENANCE Total:	\$27,807.95
				Fund 50 Total:
54	SEWER ADMINISTRATION	5110	REGULAR SALARIES	\$18,417.79
			SEWER ADMINISTRATION Total:	\$18,417.79
	SEWER LINE CONSTRUCTION	5110	REGULAR SALARIES	\$13,671.69
		5112	OVERTIME SALARIES	\$2,436.63
			SEWER LINE CONSTRUCTION Total:	\$16,108.32
	SEWER CLEANING	5110	REGULAR SALARIES	\$24,010.81
		5112	OVERTIME SALARIES	\$656.53
			SEWER CLEANING Total:	\$24,667.34

54	WASTEWATER TREATMENT FACILITY	5110	REGULAR SALARIES	\$63,796.86
		5112	OVERTIME SALARIES	\$1,961.34
			WASTEWATER TREATMENT FACILITY Total:	\$65,758.20
			Fund 54 Total:	\$124,951.65
58	REFUSE LEAF COLLECTION	5112	OVERTIME SALARIES	\$3,294.44
			REFUSE LEAF COLLECTION Total:	\$3,294.44
70	GARAGE FUND EXPENDITURES	5110	REGULAR SALARIES	\$17,923.61
		5112	OVERTIME SALARIES	\$6,637.09
			GARAGE FUND EXPENDITURES Total:	\$24,560.70
			Fund 70 Total:	\$24,560.70
<b>Salary Grand Total</b>			<b>2025 - Period 12 Salary Total:</b>	<b>\$1,283,160.32</b>

To the Finance Director:

The payment of the previously listed accounts has been approved by the Village of Deerfield Board of Trustees at their meeting held on Monday, January 5, 2026, and you are hereby authorized to pay them from the appropriate funds.

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Treasurer of the Village of Deerfield

**REQUEST FOR BOARD ACTION**

26-06

**Agenda Item:** \_\_\_\_\_

**Subject:** An Ordinance Amending Chapter 3 of the Municipal Code of the Village of Deerfield,

\_\_\_\_\_

Illinois ,1975” as Amended, to Increase the Number of Class F-1 Liquor Licenses

\_\_\_\_\_

Approval

**Action Requested:** \_\_\_\_\_

Administration

**Originated By:** \_\_\_\_\_

Mayor and Village Board of Trustees

**Referred To:** \_\_\_\_\_

**Summary of Background and Reason for Request**

Embassy Suites by Hilton Chicago, owned by Deerfield Hospitality LLC, has requested a Class F-1 (hotel marketplace/pantry) liquor license for their location at 1445 Lake Cook Road. A background investigation for the applicant was successfully completed by the Police Department. The applicant has previously applied and been approved for a Class F (hotel) liquor license which is necessary to have obtained prior to receiving approval for the additional Class F-1 liquor license which allows for the retail sale of packaged beer, wine, and single-serving (12 ounce/355 milliliter) pre-mixed cocktails, from a hotel convenience store to patrons of the hotel, for consumption on the premises. All beer, wine, and single-serving pre- mixed cocktails on display for sale must be kept in a locked display case, and only the cashier being able to unlock the display case. This Ordinance will update the Municipal Code to properly indicate the number of Class F-1 liquor licenses that have been issued. Staff will be available to answer any questions regarding this request.

**Reports and Documents Attached:**

Ordinance

January 5, 2026

**Date Referred to Board:** \_\_\_\_\_

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

ORDINANCE NO. 2026-\_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 3 OF  
"THE MUNICIPAL CODE OF THE VILLAGE OF DEERFIELD, ILLINOIS, 1975,"  
AS AMENDED, TO INCREASE THE NUMBER OF CLASS F-1 LIQUOR LICENSES**

**WHEREAS**, Chapter 3 of the "The Municipal Code of the Village of Deerfield, Illinois, 1975", as amended ("***Village Code***"), regulates the sale and consumption of alcoholic liquor in the Village; and

**WHEREAS**, the Village desires to amend Chapter 3 ("***Liquor Regulations***") of the Village Code to increase the number of available Class F-1 liquor licenses; and

**WHEREAS**, the Village Board has determined that it will serve and be in the best interests of the Village and its residents to amend the Liquor Regulations pursuant to this Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

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

**SECTION TWO: AMENDMENT TO SECTION 3-10 OF THE VILLAGE CODE.** Section 10, titled "Number of Licenses," of Article 1, titled "Licensing and Regulations," of Chapter 3, titled "Alcoholic Beverages," of the Village Code is hereby amended and shall read as follows:

**"Sec. 3-10. Number Of Licenses:**

There shall be issued in the Village no more than the following number of licenses issued in the following classes:

**Additions are bold and double-underlined; deletions are struck through.**

Class A	4
Class B	1
Class C	4
Class D	2
Class D-1	0
Class D-2	1
Class E	10
Class F	4
Class F-1	<del>1</del> <u>2</u>
Class G	1
Class H	1
Class I	1
Class J	1
Class K	4
Class L	1
Class X	No Limit
Class Y	No Limit

The table in this Section shall be kept current and any time any license expires, terminates, is revoked, not renewed, or abandoned, the number of licenses in the applicable class in the table above shall automatically be reduced by one without requiring further action by the Village Board.”

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

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

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

ORDINANCE NO.

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Daniel C. Shapiro, Mayor

ATTEST:

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Kent S. Street, Village Clerk

**Additions are bold and double-underlined;** ~~deletions are struck through.~~

**REQUEST FOR BOARD ACTION**

**Agenda Item:** 26-07

**Subject:** Resolution Selecting and Designating the Delegate and Alternate Delegates to the Northeastern Illinois Public Safety Training Academy (NIPSTA) Board of Directors

**Action Requested:** Adopt Resolution

**Originated By:** Public Works and Engineering Department

**Referred To:** Mayor and Board of Trustees

**Summary of Background and Reason for Request**

The Village has been a member of the Northeastern Illinois Public Safety Training Academy (NIPSTA) since 2008.

This resolution designates Robert Phillips, Director of Public Works and Engineering, as the Village delegate to the NIPSTA Board of Directors; and (ii) Justin Keenan, Assistant Village Manager; and (iii) Tyler Dickinson, Assistant Director of Public Works and Engineering as the alternate delegates.

NIPSTA is an intergovernmental agency comprised of municipalities, fire protection districts, and other organizations located in the Chicago metropolitan area that have combined energies and resources to create a regional, state-of-the-art public safety training facility.

**Reports and Documents Attached:**

Resolution

**Date Referred to Board:** January 5, 2026

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION SELECTING AND DESIGNATING THE DELEGATE AND ALTERNATE DELEGATES TO THE NORTHEASTERN ILLINOIS PUBLIC SAFETY TRAINING ACADEMY (NIPSTA) BOARD OF DIRECTORS**

**WHEREAS**, on January 7, 2008, the Village Board approved Resolution No. 08-01 (*“Prior Resolution”*) authorizing the Village’s membership and participation in the Northeastern Illinois Public Safety Training Academy (*“NIPSTA”*); and

**WHEREAS**, among other things, the Prior Resolution designated certain Village employees to serve as the Village’s delegate to the NIPSTA Board of Directors and as the Village’s alternate delegate; and

**WHEREAS**, due to change in Village personnel, the Village desires to update who serves as the Village’s delegate to the NIPSTA Board of Directors and the Village’s alternate delegates; and

**WHEREAS**, the Village desires to designate: (i) Robert Phillips, Director of Public Works and Engineering, as the Village delegate to NIPSTA; (ii) Justin Keenan, Assistant Village Manager, as an alternate delegate; and (iii) Tyler Dickinson, Assistant Director of Public Works and Engineering as an alternate delegate (collectively, *“Delegates”*); and

**WHEREAS**, the Village Board has determined that it is in the Village’s best interest to approve the selection and designation of the Delegates;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

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

**SECTION TWO: SELECTION AND DESIGNATION OF DELEGATE AND ALTERNATE DELEGATES.** The Village Board hereby selects and designates: (i) Robert Phillips, Director of Public Works and Engineering, as the Village delegate to NIPSTA; (ii) Justin Keenan, Assistant Village Manager, as an alternate delegate; and (iii) Tyler Dickinson, Assistant Director of Public Works and Engineering, as an alternate delegate. The delegations made in this Section Two supersede and replace the delegations made in the Prior Resolution.

**SECTION THREE: EFFECTIVE DATE.** This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the Village Board.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

ATTEST:

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Daniel C. Shapiro, Mayor

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Kent S. Street, Village Clerk

**REQUEST FOR BOARD ACTION**

**Agenda Item: 26-01**

**Subject:** Ordinance Amending the Village of Deerfield Wage and Salary Plan

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**Action Requested:** Approval

Administration

**Originated By:** Mayor and Board of Trustees

**Referred To:**

**Summary of Background and Reason for Request**

This item adjusts the Village Manager compensation on the previously approved Wage and Salary Plan and adds the Human Resources/Risk Manager position for 2026.

The Village Manager and Finance Director will be available to respond to questions.

**Reports and Documents Attached:**

Ordinance/Salary Schedule

**Date Referred to Board:** January 5, 2026

**Action Taken:** \_\_\_\_\_

**VILLAGE OF DEERFIELD  
LAKE AND COOK COUNTIES, ILLINOIS**

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**ORDINANCE NO. 0-26-**

**AN ORDINANCE AMENDING THE VILLAGE OF DEERFIELD  
WAGE AND SALARY PLAN, ESTABLISHING THE  
COMPENSATION OF OFFICERS AND EMPLOYEES FOR THE  
FISCAL YEAR 2026, AND APPROVING A BONUS FOR THE VILLAGE MANAGER**

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**PASSED AND APPROVED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF DEERFIELD, LAKE  
AND COOK COUNTIES, ILLINOIS, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2026.**

**Published in pamphlet form  
By authority of the President  
And Board of Trustees of the  
Village of Deerfield, Lake and  
Cook Counties, Illinois, this  
\_\_\_\_\_ day of \_\_\_\_\_, 2026.**

**VILLAGE OF DEERFIELD  
LAKE AND COOK COUNTIES, ILLINOIS**

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**ORDINANCE NO. 0-26-**

**AN ORDINANCE AMENDING THE VILLAGE OF DEERFIELD  
WAGE AND SALARY PLAN, ESTABLISHING THE  
COMPENSATION OF OFFICERS AND EMPLOYEES FOR THE  
FISCAL YEAR 2026, AND APPROVING A BONUS FOR THE VILLAGE MANAGER**

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BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, AS FOLLOWS:

**SECTION 1:** That the Village of Deerfield Wage and Salary Plan is hereby amended by substituting the attached pages in lieu of the corresponding pages in the Village of Deerfield Wage and Salary Plan heretofore adopted.

**SECTION 2:** That, effective January 1, 2026, the compensation of all Officers and employees of the Village of Deerfield not otherwise established by a collective bargaining agreement, or by separate ordinance or other provision of the Municipal Code of the Village of Deerfield for fiscal year 2026 shall be determined by the Village Manager and heads of the various Village Departments in the manner and in accordance with the policies, procedures and standards set forth in the Village of Deerfield Wage and Salary Plan adopted April 29, 1974, by Ordinance No. 0-74-23 and as amended hereby.

**SECTION 3:** That, pursuant to and in accordance with the procedures, policies and standards set forth in said Wage and Salary Plan, as hereby amended, the Village Manager and heads of the various Village Departments are hereby authorized to award additional merit pay increases during the fiscal year 2026 to officers and employees, provided that such merit pay raises, in the aggregate, shall not exceed the total amount allocated and budgeted for wages and salaries for officers and employees of each of said departments in the Annual Budget for the fiscal year 2026.

**SECTION 4:** That the Chief of Police is hereby authorized to grant incentive compensation increases to officers of the Police Department holding rank higher than that of Patrolman and to civilian employees of the Police Department for performance of additional duties, provided that such incentive increases and additional compensation, in the aggregate, shall not exceed the total amount allocated and budgeted for incentive compensation for such officers and employees of each of said departments in the Annual Budget for fiscal year 2026.

**SECTION 5:** That the Village Manager and the heads of the several Village Departments may employ persons to serve in any employment position provided for by appropriate action of the Board of Trustees which, upon the effective date of this Ordinance, are unfilled, provided that the compensation for such new employees shall be established in accordance with the procedures, policies and standards set forth in the Village of Deerfield Wage and Salary Plan, as hereby amended. In the event of the severance of employment of any employee during the effective period of this Ordinance, the Village Manager and the heads of the several Village Departments are authorized to employ a replacement therefore; provided that such new employee shall receive compensation in an amount established in accordance with the procedures, policies and standards set forth in the Village of Deerfield Wage and Salary Plan, as hereby amended; provided that in no event shall the total compensation of all employees of a designated department exceed the total amount appropriated and budgeted for in the Annual Budget for compensation for the employees of such department. From time to time during the effective period of this Ordinance, the Village Manager may employ such part-time employees as may be necessary to properly conduct the affairs and operations of the Village, at hourly wage rates from approximately \$15.00 to \$37.00. The authority to employ hereby granted to the Village Manager is subject to the limitation that, in no event shall the total compensation of all employees of a designated department exceed the total amount appropriated in the Annual Budget to pay the compensation of employees of such department.

**SECTION 6:** That the Village Manager shall be paid a one-time bonus of \$20,000.00 based on his 2025 performance.

**SECTION 7:** Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 8:** That all ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

**SECTION 9:** That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

AYES:

NAYS:

ABSENT:

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2026.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, A.D. 2026.

\_\_\_\_\_  
Village President

ATTEST:

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

VILLAGE OF DEERFIELD  
Salary Schedule - 2026

v 3 1/1/2026

POSITION	ANNUAL STARTING SALARY	ANNUAL SALARY F.Q.E	ICMA	F.Q.E. 110%
<b>ADMINISTRATION</b>				
Village Manager		318,134		
Director of Finance	188,527	221,796	5,000	243,976
Assistant Village Manager	154,167	181,373	2,000	199,510
Director of Information Technology	154,167	181,373	2,000	199,510
Building Division Supervisor	140,071	164,789	2,000	181,268
Principal Planner	140,071	164,789	2,000	181,268
IT Systems Administrator	126,289	148,575		163,433
Assistant Building Division Supervisor/Plan Examiner	113,047	132,996		146,296
Planner II	113,047	132,996		146,296
Village Accountant	106,111	124,836		137,320
Building Inspector/Plan Reviewer	106,111	124,836		137,320
Communications Coordinator	106,111	124,836		137,320
Human Resources/Risk Manager	99,953	117,592		129,351
Plan & Design Specialist	99,953	117,592		129,351
IT Systems Specialist	99,953	117,592		129,351
Building Services Coordinator	99,953	117,592	2,000	129,351
Management Analyst	85,292	100,343		110,377
IT Systems Technician	83,495	98,229		108,052
Principal Accounting Clerk	80,258	94,421		103,863
Payroll and Benefits Specialist	78,399	92,234		101,457
Permit Technician	77,070	90,671		99,738
Finance Generalist	78,399	92,234		101,457
Administrative Assistant II	72,984	85,863		94,449
Deputy Village Clerk	67,920	79,906		87,897
Cashier - Receptionist	62,616	73,666		81,033
Secretary Boards & Commissions II (PT) hourly	29.09	34.22		37.65
Administrative Intern (Full Time) hourly	22.36	26.30		28.93
General Clerk (Part Time) hourly	26.31	30.96		34.05
Administrative Assistant (Part Time) hourly	24.69	29.05		31.95

**PUBLIC WORKS & ENGINEERING**

Director of Public Works & Engineering	182,974	215,264	5,000	236,790
Assistant Director of Public Works & Eng	148,398	174,586	2,000	192,045
Superintendent of Streets & Utilities	145,656	171,360	2,000	188,496
Project Manager	112,611	132,484		145,732
Civil Engineer	87,203	102,592		112,851
Public Works Generalist	78,399	92,234		101,457
Public Works Admin Intern (Part Time) hourly	22.00	26.30		29.00
Temporary hourly	28.09	33.04		36.35

**SEWAGE TREATMENT PLANT**

Treatment Plant Superintendent	131,640	154,871	2,000	170,358
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**PUBLIC WORKS CONTRACTUAL**

subject to collective bargaining agreement

POLICE ADMINISTRATION

Chief of Police	200,832	236,273		259,900
Deputy Chief of Police	154,167	181,373	2,000	199,510
Commander	139,100	163,647	2,000	180,012
Communication Supervisor	139,100	163,647	2,000	180,012
Sergeant	126,289	148,575	2,000	163,433
Social Worker	91,149	107,234		117,957
Police Management Analyst	85,292	100,343		110,377
Dispatcher	85,234	100,276		110,303
Records Specialist	76,487	89,985		98,984
Community Service Officer	74,736	87,925		96,718
Dispatcher (Part Time) hourly	29.38	34.56		38.02
Secretary I (Part Time) hourly	24.91	29.30		32.23
Intern hourly	15.48	18.21		20.03

POLICE PATROL OFFICERS

subject to collective bargaining agreement

**REQUEST FOR BOARD ACTION**

**Agenda Item: 26-02**

**Subject:** Resolution Authorizing A Purchase Order for Biosolids Removal Services By Synagro Central, LLC

**Action Requested:** Authorize \$100,500 for the Bio-Solids Removal Contract

**Originated By:** Department of Public Works and Engineering

**Referred To:** Mayor and Village Board of Trustees

**Summary of Background and Reason for Request**

The Water Reclamation Facility (WRF) accumulates approximately 2,000 cubic yards of biosolids each year which must be disposed of in accordance with Illinois Environmental Protection Agency requirements. The biosolids are accumulated in the storage building as part of normal operations. This year \$100,500 has been budgeted for the removal and beneficial reuse of this product. The storage building is emptied out two (2) times per year, in the spring and fall. The current contract with Synagro Central, LLC will expire on December 31<sup>st</sup>, 2026.

Synagro Central, LLC (formerly Dahm Enterprises, Inc.) provided the lowest bid price (\$44.08/cubic yard) for labor and equipment necessary for the loading, transportation and land application of the material when this service was formally bid in February of 2024. The first two years of biosolids removal activities of this contract was conducted successfully and resulted in no resident complaints. Staff looks forward to completing this semi-annual process in the most efficient and resident friendly manner.

Staff recommends that the Board of Trustees authorize Biosolids Removal Services in an amount not to exceed \$100,500 by Synagro Central, LLC. Brandon Janes, Wastewater Treatment Plant Superintendent, will be at the meeting to answer any questions.

**Reports and Documents Attached:**

Resolution

**Date Referred to Board:**   1.5.25  

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. 2026-\_\_\_\_\_

**A RESOLUTION AUTHORIZING A PURCHASE ORDER FOR  
BIOSOLIDS REMOVAL SERVICES BY SYNAGRO CENTRAL, LLC**

**WHEREAS**, the Village of Deerfield ("**Village**") is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, the Water Reclamation Facility accumulates approximately 2,000 cubic yards of biosolids each year ("**Biosolids**") in its storage building ("**Storage Building**") as part of normal operations, which Biosolids must be disposed of in accordance with Illinois Environmental Protection Agency requirements; and

**WHEREAS**, the Storage Building is emptied out each spring and fall; and

**WHEREAS**, on February 9, 2024, the Village opened bids for the award of a contract for Biosolids removal services; and

**WHEREAS**, in 2024, the Village entered into a three-year contract with Dahm Enterprises, Inc., of Woodstock, Illinois ("**Dahm**"), for Dahm to provide the Village with Biosolids removal services ("**Services**"); and

**WHEREAS**, Synagro Central, LLC ("**Synagro**") recently acquired Dahm and Dahm assigned its rights, duties, and obligations for the Services to Synagro; and

**WHEREAS**, the Village has budgeted up to \$100,500 for Services for the 2026 year; and

**WHEREAS**, the Department of Public Works and Engineering recommends that the Board of Trustees authorize the execution of a purchase order for Synagro to provide the Services in an amount not to exceed \$100,500 ("**Purchase Order**"); and

**WHEREAS**, the Mayor and Board of Trustees have determined that authorizing the Purchase Order with Synagro for the Services will serve and be in the best interest of the Village and its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

**SECTION 1: RECITALS.** The Village Board hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: APPROVAL OF PURCHASE ORDER.** Pursuant to the Village's home rule authority, the Purchase Order for the Services by and between the Village and Synagro is hereby approved.

**SECTION 3: AUTHORIZATION TO EXECUTE PURCHASE ORDER.** The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the final Purchase Order upon receipt by the Village Clerk of at least one original copy of the final Purchase Order executed by Synagro; provided, however, that if the executed copy of the final Purchase Order is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Mayor and Board of Trustees, be null and void.

**SECTION 4: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO:

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Daniel C. Shapiro, Mayor

ATTEST:

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Kent S. Street, Village Clerk

**REQUEST FOR BOARD ACTION**

**Agenda Item:** 26-03

**Subject:** Resolution Authorizing the Purchase of Biosolids Polymer

**Action Requested:** Authorize \$45,000 for Biosolids Polymer Provided by Solenis LLC

**Originated By:** Department of Public Works and Engineering

**Referred To:** Mayor and Village Board of Trustees

**Summary of Background and Reason for Request**

One of the by-products of the “activated sludge” wastewater treatment process is the production of biosolids. The Water Reclamation Facility (WRF) accumulates approximately 2,000 cubic yard of bio-solids each year which must be disposed of in accordance with Illinois Environmental Protection Agency requirements. The bio-solids are accumulated in the storage building as part of normal operations.

A certain portion of solids are removed from the biological process to keep the system healthy. These solids are then further broken down and thickened in the digesters. The final step prior to utilizing this material as a fertilizer on agricultural fields is dewatering. Dewatering at the WRF consists of adding a polymer to the liquid sludge and then compacting it in the decanting centrifuge. This process removes more than 90% of the water and produces a product that is much more economical and efficient to store and transport.

In October of 2024 the WRF conducted jar testing and full-scale testing of polymers in coordination with 4 wastewater polymer suppliers to select the most cost-effective product. As a result, the WRF has been utilizing a proprietary polymer from Solenis LLC.

The Department of Public Works and Engineering recommends that the Board of Trustees approve the Resolution Authorizing the Purchase Biosolids Polymer in an amount not to exceed \$45,000. This expenditure has been included in the FY 2026 budget. Brandon Janes, Wastewater Treatment Plant Superintendent, will be available at the meeting to answer any questions.

**Reports and Documents Attached:**

Resolution

**Date Referred to Board:**   1.5.26  

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. 2026-\_\_\_\_\_

**A RESOLUTION WAVING COMPETITIVE BIDDING AND  
AUTHORIZING THE PURCHASE OF BIOSOLIDS POLYMER**

**WHEREAS**, the Village of Deerfield (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, the Water Reclamation Facility produces biosolids as a byproduct of the treatment process and requires the addition of a polymer to aid in the removal of excess water in the biosolids; and

**WHEREAS**, the Village has budgeted up to \$45,000.00 for the purchase of polymer in the 2026 fiscal year; and

**WHEREAS**, Solenis LLC (“*Solenis*”) submitted a proposal to provide the necessary polymer for 2026 in an amount not to exceed \$45,000; and

**WHEREAS**, the Village conducted extensive polymer trials in 2024 to identify the most cost-effective polymer for the dewatering of the biosolids and found that Solenis met the Village’s criteria; and

**WHEREAS**, the Village Board has determined that waiving bidding and entering into the Purchase Order with Solenis for the polymer will serve and be in the best interests of the Village and its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

**SECTION 1: RECITALS.** The Village Board hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: WAIVER OF COMPETITIVE BIDDING.** Pursuant Section 9-16 of the Village Code and the Village’s home rule authority, the Village Board hereby waives the advertising and bidding requirements for the Purchase Order.

**SECTION 3: APPROVAL OF PURCHASE ORDER.** Pursuant to the Village’s home rule authority, the Village Board hereby approves a purchase of polymer from Solenis for a price not to exceed \$45,000.00 pursuant to a purchase order to be approved by the Village Manager.

**SECTION 4: AUTHORIZATION TO EXECUTE PURCHASE ORDER.** The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, a Purchase Order for the purchase of polymer from Solenis. If the executed copy of the Purchase Order is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Mayor and Board of Trustees, be null and void.

**SECTION 5: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO:

**REQUEST FOR BOARD ACTION**

**Agenda Item: 26-04**

**Subject:** Resolution Approving an Agreement with Strand Associates, Inc. for Design Engineering Services

**Action Requested:** Award Contract to Strand Associates, Inc. (\$34,200)

**Originated By:** Department of Public Works and Engineering

**Referred To:** Mayor and Village Board of Trustees

**Summary of Background and Reason for Request**

The Water Reclamation Facility was modified in 2011-2012. One aspect of this project was the addition of a Supervisory Control and Data Acquisition (SCADA) system. This system of servers, computers, software and control panels runs 24/7 collecting data, monitoring equipment, adjusting valves, gates, blowers and pumps based on actual conditions. This equipment is now standard at water and wastewater plants as it increases efficiency and allows more flexibility in operation.

As with any piece of equipment at the WRF the SCADA system components require replacement, at or near the end of their useful life. The replacement of this equipment, and related upgrades prior to complete failure, will ensure consistent treatment and service to our residents. Our operation and maintenance manual suggest replacement between 5-7 years. The last replacement occurred in 2018.

Strand Associates assisted WRF staff with the equipment selection in 2025 for this project and a server replacement in 2024, also necessary for some of the software upgrades that will be included in this project. Strand Associates designed and has been assisting the Village in the upkeep of our SCADA system since its inception.

The Department of Public Works and Engineering recommends that the Board of Trustees approve the Resolution Approving an Agreement with Strand Associates, Inc. for \$34,200 for the 2026 Computer Replacement Project. This project was included in the FY 2026 capital budget. Brandon Janes, Wastewater Treatment Plant Superintendent, will be at the meeting to answer any questions.

**Reports and Documents Attached:**

Resolution

**Date Referred to Board:** 1.5.26

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. 2026-\_\_\_\_\_

**A RESOLUTION APPROVING AN AGREEMENT WITH  
STRAND ASSOCIATES, INC. FOR DESIGN ENGINEERING SERVICES**

**WHEREAS**, the Village of Deerfield (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, the Village desires to retain a firm to provide design engineering services for the Wastewater Reclamation Facility Supervisory Control and Data Acquisition System Computer Replacement (“*Services*”); and

**WHEREAS**, the Village received a proposal from Strand Associates, Inc. of Joliet, Illinois (“*Consultant*”) to provide the Services; and

**WHEREAS**, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant (“*Agreement*”); and

**WHEREAS**, the Mayor and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village and its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

**SECTION 1: RECITALS.** The Village Board hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: APPROVAL OF AGREEMENT.** Pursuant to the Village’s home rule authority, the Agreement by and between the Village and Consultant is hereby approved in substantially the form attached to this Resolution as **Exhibit A**, and in a final form and substance acceptable to the Village Manager and the Village Attorney.

**SECTION 3: AUTHORIZATION TO EXECUTE AGREEMENT.** The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Mayor and Board of Trustees, be null and void.

**SECTION 4: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO:

---

Daniel C. Shapiro, Mayor

ATTEST:

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Kent S. Street, Village Clerk

**EXHIBIT A**  
**AGREEMENT**



**NFS TO OWNER**

**Strand Associates, Inc.®**

1170 South Houbolt Road

Joliet, IL 60431

(P) 815.744.4200

www.strand.com

December 4, 2025

Village of Deerfield  
465 Elm Street  
Deerfield, IL 60015

Attention: Mr. Brandon Janes, P.E., Superintendent

Re: Agreement for Design Engineering Services  
Wastewater Reclamation Facility (WRF) Supervisory Control and Data Acquisition (SCADA)  
System Computer Replacement

This is an Agreement between the Village of Deerfield, Illinois, hereinafter referred to as OWNER, and Strand Associates, Inc.®, hereinafter referred to as ENGINEER, to provide Design Engineering Services (Services) for the WRF SCADA System Computer Replacement project. This Agreement shall be in accordance with the following elements.

### **Scope of Services**

ENGINEER will provide the following Services to OWNER.

1. Receive OWNER's three SCADA computers, five process building industrial computers, and associated monitors and touchscreen displays, as purchased by OWNER, for configuration and software installation. OWNER purchased and installed a server class machine (Server) in 2024 on which AVEVA Historian was installed and put into service; Server will not be replaced but will be the server on which the upgraded Hach Water Information Management (HachWIMS) and JOB Cal software will be installed.
2. Discuss technical criteria for purchasing the AVEVA InTouch upgrades; Aquatic Informatics HachWIMS, and JOB Cal software upgrades; and new UltraVNC software with OWNER's information technology personnel. OWNER shall purchase these upgrades and software directly and provide the installation media and license files to ENGINEER for installation on the computers. OWNER has previously purchased upgrades to the AVEVA Historian server and client software and shall provide the AVEVA Historian client installation media and license files to ENGINEER for installation on the computers.
3. Install the current versions of AVEVA InTouch, AVEVA Historian client, and UltraVNC software and related drives on the SCADA workstations, desktop computers, and industrial computers. AVEVA Historian server software has already been installed on Server at the WRF and does not require software updates.
4. Convert the existing AVEVA InTouch SCADA graphics application to the current version of AVEVA InTouch. Install converted graphics on the new SCADA workstations, desktop computers, and industrial computers.
5. Provide a backup of the existing HachWIMS database to Aquatic Informatics for use in converting it to the current version. Make Server available to Aquatic Informatics via Webex for installation of the HachWIMS server software and converted database. Implement a virtual

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Village of Deerfield, Illinois  
Page 2  
December 4, 2025

machine and install the HachWIMS client software on it for access via remote desktop from the SCADA computers.

6. Provide a backup of the existing JOB Cal database to Aquatic Informatics for use in converting it to the current version. Make Server available to Aquatic Informatics via Webex for installation of the JOB Cal server software and converted database and make the new SCADA workstations, desktop computers, and industrial computers available to Aquatic Informatics via Webex for installation of the JOB Cal client.
7. Provide system documentation for the SCADA workstations, desktop computers, and industrial computers.
8. Make one two-day site visit to install the SCADA workstations, desktop computers, and industrial computers and monitors. Each day is anticipated to be up to eight hours.
9. Provide up to 24 hours of remote support following installation of the software and hardware.

#### **Service Elements Not Included**

The following services are not included in this Agreement. If such services are required, they will be provided through an amendment to this Agreement or through a separate agreement.

1. Additional Site Visits and/or Meetings: Additional OWNER-required site visits or meetings.
2. Preparation for and/or Appearance in Litigation on Behalf of OWNER: Any services related to litigation.

#### **Compensation**

OWNER shall compensate ENGINEER for Services under this Agreement on an hourly rate basis plus expenses an estimated fee of \$34,200. Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

The estimated fee will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

#### **Schedule**

Services will begin upon execution of this Agreement, which is anticipated the week of December 15, 2025. Services are scheduled for completion on June 30, 2026.

Village of Deerfield, Illinois  
Page 3  
December 4, 2025

### **Standard of Care**

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

### **OWNER's Responsibilities**

1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
3. Provide access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Services under this Agreement.
4. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
5. Provide all legal services as may be required for the development of this project.
6. Purchase three SCADA computers, five process building industrial computers, and the associated monitors and touchscreen displays and have them shipped directly to ENGINEER for ENGINEER's configuration and software installation.
7. Purchase software upgrades and software directly and provide the installation media and license files to ENGINEER for installation on the computers.

### **Changes**

1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.
2. No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.

### **Extension of Services**

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Village of Deerfield, Illinois  
Page 4  
December 4, 2025

### **Payment**

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Failure to make payments to ENGINEER is cause for termination upon two-week notice to OWNER.

### **Termination**

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

### **Data Provided by Others**

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

### **Third-Party Beneficiaries**

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder. OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

### **Dispute Resolution**

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Illinois.

### **Remedies**

Neither ENGINEER nor OWNER shall be liable to the other for special, indirect, punitive, or consequential damages for claims, disputes, or other matters in question arising out of this or relating to



**REQUEST FOR BOARD ACTION**

**Agenda Item:** 26-05

**Subject:** Resolution Waiving Competitive Bidding and Authorizing the Purchase of DEW Pumps from Drydon Equipment, Inc.

**Action Requested:** Authorize \$64,266 for 2 DEW Pumps Provided by Drydon Equipment, Inc.

**Originated By:** Department of Public Works and Engineering

**Referred To:** Mayor and Village Board of Trustees

**Summary of Background and Reason for Request**

The Water Reclamation Facility (WRF) utilizes treated wastewater to operate certain plant equipment and to provide heating and cooling for the administration building. The two disinfected effluent water (DEW) pumps installed as part of the WRF reconstruction project in 2012 have experienced ongoing cavitation issues due to operating conditions. As a result, the pumps and impellers will require significant rehabilitation. Staff has determined that continued investment in repairing these pumps is not cost-effective, as they will not operate efficiently under existing conditions.

To address this issue, staff engaged Strand Associates to review and update the design calculations based on current field conditions, and to assist in selecting a replacement pump better suited to the system's operational needs. The recommended replacement is a Fairbanks 2½-inch Model 1844 pump with a 20-horsepower, 1,800 RPM motor. This pump is manufactured by the same company as the existing units and, while some mechanical modifications to the piping will be required, it will resolve the ongoing cavitation and maintenance issues.

If approved, the two replacement pumps will be purchased from Drydon Equipment, Inc., the manufacturer's authorized representative, at a total cost of \$64,266. This amount includes the pumps, startup services, and shipping.

Staff recommends that the Board of Trustees Approve the Resolution Waiving Competitive Bidding and Authorizing the Purchase of DEW Pumps from Drydon Equipment, Inc. Funding for this purchase is included in the FY 2026 budget. Brandon Janes, Wastewater Treatment Plant Superintendent, will be at the meeting to answer any questions.

**Reports and Documents Attached:**

Resolution

**Date Referred to Board:** 1.5.26

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. 2026-\_\_\_\_\_

A RESOLUTION WAIVING BIDDING AND APPROVING THE PURCHASE OF DEW PUMPS FROM DRYDON EQUIPMENT, INC.

**WHEREAS**, the Village of Deerfield (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, the Water Reclamation Facility utilizes DEW Pumps in the treatment process and requires replacement of these pumps as part of the ongoing maintenance of the facility; and

**WHEREAS**, the Village engaged an consulting engineer and selected a new pump model that better addresses the current pumping conditions of the system; and

**WHEREAS**, the Village has budgeted up to \$64,266.00 for DEW pumps for the 2026 year; and

**WHEREAS**, the Department of Public Works and Engineering recommends that the Board of Trustees authorize the purchase of the DEW pumps from Drydon Equipment, Inc. for 2026 in an amount not to exceed \$64,266.00 (“*Purchase Order*”); and

**WHEREAS**, the Village Board has determined that it will serve and be in the best interests of the Village and its residents to waive competitive bidding and issue the Purchase Order to Drydon Equipment, Inc.;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

**SECTION 1: RECITALS.** The Village Board hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: WAIVER OF COMPETITIVE BIDDING.** Pursuant to its home rule authority, the Village Board hereby waives the advertising and bidding requirements for the purchase of the Services.

**SECTION 3: APPROVAL OF PURCHASE.** Pursuant to its home rule authority, the Village Board hereby approves a purchase of 2 DEW Pumps from Drydon Equipment, Inc. for 2026 for a price not to exceed \$64,266.00 pursuant to a purchase order to be approved by the Village Manager.

**SECTION 4: AUTHORIZATION TO EXECUTE PURCHASE ORDER.** The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, a Purchase Order for the purchase of DEW Pumps from Drydon Equipment, Inc. If the executed copy of the Purchase Order is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Mayor and Board of Trustees, be null and void.

**SECTION 5: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO:

**REQUEST FOR BOARD ACTION**

**Agenda Item: 26-08**

**Subject:** A Resolution Approving a Master Services Agreement and Statement of Work  
\_\_\_\_\_  
with MGT Impact Solutions, of Tampa, Florida, for Employment Search Services for a  
\_\_\_\_\_  
Human Resources/Risk Manager  
\_\_\_\_\_

**Action Requested:** \_\_\_\_\_  
Approval  
Finance

**Originated By:** \_\_\_\_\_  
Mayor and Board of Trustees

**Referred To:** \_\_\_\_\_

**Summary of Background and Reason for Request**

MGT provides executive recruitment and selection solutions in the Chicagoland area and Nationwide. Staff requested a proposal from MGT for recruitment of a Human Resources/Risk Manager. Their proposal includes a position assessment, announcement, marketing brochure as well as candidate recruitment, evaluation and recommendation. They will also assist with the interview process and background screening. The recruitment fee for these services is approximately \$26,000.

Historically these services have been provided internally. However, staff recommends engaging MGT to assist with the recruitment of a Human Resources/Risk Manager based on staff workload, position requirements and industry expertise.

The Village Manager and Finance Director will be available to respond to questions.

**Reports and Documents Attached:**

- Resolution
- Master Services Agreement
- Proposal for Human Resources/Risk Manager Recruitment

**Date Referred to Board:** January 5, 2026

**Action Taken:** \_\_\_\_\_

VILLAGE OF DEERFIELD

RESOLUTION NO. 2026-\_\_\_\_\_

**A RESOLUTION APPROVING A MASTER SERVICES AGREEMENT AND STATEMENT OF WORK WITH MGT IMPACT SOLUTIONS, OF TAMPA, FLORIDA, FOR EMPLOYMENT SEARCH SERVICES FOR A HUMAN RESOURCES/RISK MANAGER**

**WHEREAS**, the Village of Deerfield (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, the Village desires to enter into a master services agreement (“*Agreement*”) and statement of work (“*SOW*”) with MGT Impact Solutions of Tampa, Florida (“*Consultant*”) for the provision of employment search services for a human resources/risk manager (“*Services*”); and

**WHEREAS**, the Mayor and Board of Trustees have determined that waiving competitive bidding and entering into the Agreement and SOW with Consultant will serve and be in the best interest of the Village and its residents;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS**, as follows:

**SECTION 1: RECITALS.** The Village Board hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: WAIVER OF COMPETITIVE BIDDING.** Pursuant to its home rule authority, the Village Board hereby waives the advertising and bidding requirements for the Services.

**SECTION 3: APPROVAL OF AGREEMENT AND SOW.** Pursuant to the Village’s home rule authority, the Agreement and SOW by and between the Village and Consultant is hereby approved in substantially the form attached to this Resolution as **Exhibit A**, and in a final form and substance acceptable to the Village Manager and the Village Attorney.

**SECTION 4: AUTHORIZATION TO EXECUTE AGREEMENT.** The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the final Agreement and SOW upon receipt by the Village Clerk of at least one original copy of the final Agreement and SOW executed by Consultant; provided, however, that if the executed copy of the final Agreement and SOW is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Mayor and Board of Trustees, be null and void.

**SECTION 5: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval by two-thirds of the Village Board according to law.

AYES:

NAYS:

ABSTAIN:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO:

---

Daniel C. Shapiro, Mayor

ATTEST:

---

Kent S. Street, Village Clerk

**EXHIBIT A**  
**AGREEMENT**



## MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (“Agreement”) is entered into as of December 19, 2025 (“Effective Date”) between **MGT Impact Solutions, LLC** (“MGT”), with offices located at 4320 West Kennedy Boulevard, Tampa, FL 33609, and **Village of Deerfield** (“Client”), located at 850 Waukegan Road, Deerfield, Illinois, 60015, collectively referred to herein as the “Parties”.

WHEREAS, MGT offers global technological, educational, organizational and staffing consulting solutions services to the public and private sectors;

WHEREAS, Client anticipates a need within its organization for MGT’s services; and

WHEREAS, the Parties intend for this Agreement to serve as the governing, contractual basis of MGT’s provision of future project-level services to Client.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

**1. THIS AGREEMENT AND STATEMENTS OF WORK.** The Parties enter into this Agreement to set forth the general terms and conditions that will govern MGT’s provision of services to Client. Such services will be subsequently agreed upon by the Parties in individual Statements of Work (“SOW”).

Each SOW will state all details required for the proper provision of project-level services, including scope, pricing, period of performance, and other required information (“Services”) each an Exhibit A, Statement of Work, attached hereto and incorporated into the Agreement. Unless otherwise stated in an SOW, all Services shall be performed remotely. Each SOW will require signature by both parties to be effective.

**2. CONTRACT DOCUMENTS AND ORDER OF PRECEDENCE.** The contract documents consist of this Agreement and all exhibits, attachments, amendments, and SOWs subsequently executed by the Parties and all exhibits, attachments, amendments, and other documents made a part of the SOW (“Contract Documents”). Upon signature by the Parties, all SOWs executed during the Term shall be considered incorporated into and made a part of this Agreement.

In the event of a conflict among the terms and conditions in this Agreement and any SOW, unless that SOW expressly states the intention for the SOW to control with regard to the conflicting term or condition, then this Agreement shall control. Any terms or conditions contained in documents issued by Client other than the Contract Documents, including purchase orders, shall be voidable at MGT’s discretion.

**3. TERM.** The term of this Agreement shall commence on the Effective Date and will continue for a period of one (1) year or until terminated in accordance with this Agreement. This Agreement will automatically renew for additional one (1) year terms unless terminated by either party at least thirty (30) days prior to the expiration date.

**4. TERMINATION.** This Agreement or any individual SOW may be terminated with cause by either party: (a) if the other party materially breaches the terms of this Agreement and fails to cure the breach within thirty (30) calendar days following written notice specifying the breach, or (b) immediately upon written notice if the other party fails to comply with applicable law or regulation.

**5. INSURANCE.** During the Term of this Agreement and any SOW, MGT will maintain the minimum insurance coverages below. MGT shall provide Certificates of Insurance to Client upon request and as required under SOWs.

- a. Commercial General Liability \$1,000,000 per occurrence



		\$2,000,000 annual aggregate
b.	Business Automobile Liability	\$1,000,000 combined single-limit
c.	Umbrella/Excess Liability	\$10,000,000 per occurrence & aggregate, follows form
d.	Worker's Compensation	Per Statute
e.	Employer's Liability	\$1,000,000 each accident
f.	Professional Liability	\$5,000,000 aggregate

**6. INTELLECTUAL PROPERTY.** For purposes of this Agreement, "Intellectual Property" shall mean patented and unpatented inventions, mask works, copyrighted works, software, software development tools, methodologies, processes, technologies, algorithms, trade secrets, know-how, and proprietary information of either Party.

Each Party shall retain title to any Intellectual Property developed, authored, conceived, or reduced to practice independently and solely by that Party during the performance of this Agreement, without use of the other party's Intellectual Property.

Client shall exclusively own all rights, title, and interest in and to any and all materials, data, documentation, reports, designs, or other deliverables that are created, developed, or generated by MGT pursuant to this Agreement ("Work Product"). MGT retains ownership of all other Intellectual Property developed independently and used in connection with the services but grants the Client a fully paid, nonexclusive, irrevocable, worldwide license to use, reproduce, prepare derivative works, perform publicly, and display publicly any such Intellectual Property incorporated into the Work Product.

**7. INDEMNIFICATION.** To the extent permitted by law, each Party shall fully defend, indemnify and hold harmless the other Party and its officers, directors, employees, agents, representatives, successors and assigns (collectively, "Indemnified Parties") from any and all claims, demands, causes of actions, costs, expenses, liability, losses, or damages including attorney's fees and expenses ("Claims"), whether in law or in equity, for bodily injury, death or property damage arising out of, relating to or caused by, in whole or part, the negligence, errors, omissions or willful misconduct of the indemnifying party or its officials, officers, employees, subcontractors, consultants or agents, relating to or connected with performance under this Agreement, unless Claims are caused wholly by the sole negligence or willful misconduct of the Indemnified Parties.

A Party's indemnity obligations under this Section are contingent upon the indemnified party: a) promptly notifying indemnifying party of each claim; provided, however, that the indemnified party's failure to give prompt notice to the indemnifying party of any such claim shall not relieve the indemnifying party of any obligation under this Section except and to the extent that such failure materially prejudices the indemnifying party's ability to defend against such claim; b) providing the indemnifying party with sole control over the defense and/or settlement thereof, provided however, that indemnifying party shall not settle any claim that includes an admission of wrongdoing by indemnified parties or otherwise adversely affects indemnified parties' interests without prior consent; and c) at the indemnifying party's request and expense, providing full information and reasonable assistance to the indemnifying party with respect to such claim.

**8. LIMITATION OF LIABILITY.** MGT shall not be held liable for factors outside of its reasonable control, including losses or damages as a result of Client's provision of inaccurate data, or changing laws, regulations, political conditions.

TO THE EXTENT PERMITTED BY LAW AND EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA OR DATA USE, OR LOSS OR INTERRUPTION OF BUSINESS, ARISING OUT OF ANY OF THE TERMS OR CONDITIONS OF THIS AGREEMENT OR WITH RESPECT TO ITS PERFORMANCE HEREUNDER, WHETHER ARISING OUT OF



BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, STRICT LIABILITY OR ANY OTHER THEORY. THE FOREGOING LIMITATION OF LIABILITY AND EXCLUSION OF DAMAGES APPLIES EVEN IF A PARTY HAD OR SHOULD HAVE HAD KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES.

To the extent permitted by law, except for actions or claims resulting from MGT's gross negligence or intentional or willful misconduct, MGT's total aggregate liability to Client shall be limited to the amount of compensation paid by Client to MGT under this Agreement in the twelve (12) months prior to the action giving rise to liability.

**9. GOVERNING LAW, JURISDICTION AND VENUE.** This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Illinois, without regard to its conflict of laws principles, as to all matters including validity, construction, effect, enforceability, performance, and remedies. Client irrevocably submits to the exclusive jurisdiction of any state or federal court located in Lake County, Illinois, for any legal action or proceeding arising out of or relating to this Agreement. Client further agrees that venue for any such action shall lie exclusively in such courts and hereby waives any objection to venue or forum non conveniens.

**10. DELETED.**

**11. CONFIDENTIALITY.** Each party shall maintain in confidence and protect from unauthorized disclosure all information exchanged between the Parties that is reasonably understood under the circumstances to be confidential, whether disclosed orally, in writing or marked as confidential ("Confidential Information").

The receiving party shall make all reasonable efforts to protect Confidential Information from disclosure



to unauthorized third parties. Confidential Information may be disclosed to third parties with a need-to-know under the circumstances and who are bound by confidentiality obligations no less restrictive than those herein. Neither party shall use such Confidential Information except in performance of the Services. MGT may, however, disclose Client's name and the general nature of MGT's work for Client sales proposals.

The above obligations of confidentiality shall not apply to the extent that the receiving party can show that the relevant information (a) was at the time of receipt already in the receiving party's possession; (b) is, or becomes in the future, public knowledge through no fault or omission of the receiving party; (c) was received from a third-party having the right to disclose; or (d) is required to be disclosed by law.

**12. FORCE MAJEURE.** Neither party shall be liable or considered at fault for any delay (except for payment) resulting from circumstances beyond the party's reasonable control, including but not limited to fire, flood, earthquake, elements of nature, epidemics, global pandemics, quarantines, acts of God, acts of war, labor disputes, and supply chain disruptions ("Excusable Delays"). The delayed party shall notify the other party in writing upon the discovery of any significant Excusable Delay. During an Excusable Delay, the delayed party shall use reasonable efforts to mitigate costs and damages and to resume performance under this Agreement.

The Parties recognize that MGT's ability to timely perform under a SOW is contingent upon Client's timely provision of any agreed-upon data, personnel access, or other requirements. If Client's failure to provide to such data, access or other requirements causes significant delays to MGT's progression of Services, and MGT incurs losses or damages as a result, then the Parties shall negotiate and execute a SOW amendment for an equitable adjustment to the schedule and for additional costs. MGT shall provide all substantiating documentation of costs reasonably requested by Client in consideration for any equitable adjustment. Excusable Delays shall not give rise to an equitable adjustment.

**13. FEES AND PAYMENT.** Unless otherwise set forth in a SOW, all correct invoices submitted by MGT to Client shall be due and payable upon receipt. If Client disputes an invoice or portion thereof in good faith, then Client shall pay any undisputed portion and provide MGT with written notice of the dispute, in reasonable detail, and the Parties shall promptly meet to resolve such dispute. MGT reserves the right to impose an interest charge equal to the lesser of one and one-half percent (1.5%) per month or the maximum allowable by law in respect of any invoice which is outstanding for more than thirty (30) days. MGT may stop work after sixty (60) days of Client's non-payment of undisputed invoiced amounts.

**14. MODIFICATION.** This Agreement and any SOW shall only be modified by written amendment signed by the Parties. All signed amendments shall be deemed incorporated into this Agreement by reference.

**15. NON-SOLICITATION.** During the term of this Agreement and for a period of two (2) years following termination or expiration, neither party shall knowingly, directly or indirectly, solicit nor encourage the solicitation of any person who is, or was within a 12-month period prior to such solicitation, an employee of the other party or its affiliates that became known to the other party as a result of this Agreement, except with the prior written consent of the other party. This provision shall not restrict the right of either party to solicit by public advertisement.

**16. RECORDING.** Client agrees that no meetings, communications, or interactions with MGT or its representatives shall be recorded, transcribed, or otherwise captured — whether by audio, video, or other means — without MGT's prior written consent. This prohibition includes, but is not limited to, the use of recording devices, transcription software, or any third-party services for documentation purposes. Any unauthorized recording or transcription shall be deemed a material breach of this Agreement and may result in immediate termination of services, in addition to any other remedies available to MGT under law or equity. This section shall not apply to any meetings which are open to the public.



**17. ASSIGNMENT.** Neither party may assign any rights nor delegate any duties or obligations under this Agreement without the express written consent of the other party. Notwithstanding the foregoing, MGT, or its permitted successive assignees or transferees, may assign or transfer this Agreement or delegate any rights or obligations hereunder without consent: (i) to any entity controlled by, or under common control with, MGT, or its permitted successive assignees or transferees; or (ii) in connection with a merger, reorganization, transfer, sale of assets or change of control or ownership of MGT, or its permitted successive assignees or transferees.

**18. INDEPENDENT CONTRACTOR.** It is expressly understood that at all times, while rendering the Services, MGT is acting as an independent contractor and not as an officer, agent, or employee of the Client. MGT shall not be required to keep specific work hours (except in the case of specific hours required under employee leasing contracts), equipment, or a specific office, and shall use independent means and methods for performing the Services. For all purposes, including Medicare, Social Security taxes, the Federal Unemployment Act (“FUTA”), income tax withholding, worker’s compensation, and unemployment insurance, MGT, its personnel and contractors will be treated and deemed independent contractors and not employees of Client.

**19. NON-DISCRIMINATION/EQUAL EMPLOYMENT PRACTICES.** Neither party shall unlawfully discriminate or permit discrimination against any person or group of persons in any matter prohibited by federal, state, or local laws. During the performance of this Agreement, neither party or their employees, agents, or subcontractors, if any, shall discriminate against any employee or applicant for employment because of age, marital status, religion, gender, sexual orientation, gender identity, race, creed, color, national or ethnic origin, medical conditions, physical disability, or any other classifications protected by local, state, or federal laws or regulations. The parties further agree to be bound by applicable state and federal rules governing equal employment opportunity and non-discrimination.

**20. NOTICES.** All legal notices required by this Agreement are deemed to have been given when notices are both (1) delivered by email to the email address below, and (2) following such email delivery, a mailed copy of the notice is delivered to the mailing address below.

**To MGT:**

Name: MGT Impact Solutions, LLC  
 ATTN: Legal Notice/Contracts  
 Address: 4320 West Kennedy Blvd., Suite 200  
 Tampa, FL 33609  
 Email: [contracts@mgt.us](mailto:contracts@mgt.us)

**To Client:**

Name: Village of Deerfield  
 ATTN: Village Manager  
 Address: 850 Waukegan Road  
 Deerfield, Illinois 60015  
 Email: [kstreet@deerfield.il.us](mailto:kstreet@deerfield.il.us)

If the email address and mailing address is incomplete for a party, then notice shall be mailed to the address on the first page of this Agreement.

**21. WAIVER.** The failure of either Party to insist on strict performance of any covenant or obligation under this Agreement, regardless of the length of time for which such failure continues, shall not be deemed a waiver of such Party's right to demand strict compliance in the future. No consent to or waiver of, express or implied, any breach or default in the performance of any obligation under this Agreement shall constitute a consent or waiver to or of any other breach or default in the performance of the same or any other obligation.

**22. SEVERABILITY.** If any provision of this Agreement shall be declared illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable, and this Agreement shall be interpreted and enforced as if such illegal or invalid provision had never been included herein.

**23. COUNTERPARTS AND EXECUTION.** This Agreement and any SOW may be executed in



counterparts, each of which when so executed shall be deemed an original and all of which together shall constitute one and the same instrument. The counterparts may be executed by electronic signature and delivered by scanned signature or other electronic means by any of the parties to any other party and the receiving party may rely on the receipt of this Agreement so executed and delivered as if the original had been received.

**24. SURVIVAL.** The sections Term, Termination, Insurance, Indemnification, Limitation of Liability, Governing Law, Jurisdiction, Consent to Suit, Dispute Resolution Procedure, Confidentiality, and Non-Solicitation of this Agreement and the payment obligations described in any SOW shall survive the termination or expiration of the Agreement or SOW.

**25. ENTIRE AGREEMENT.** This Agreement, together with all exhibits and any other written agreements entered into by the Parties in connection with the services provided (including but not limited to any End User License Agreements), constitutes the entire agreement between the Parties. Each party acknowledges that in entering into this Agreement it has not relied on any representation or undertaking, whether oral or in writing, except for those expressly stated herein. Any purchase order provided by the Client will be limited by, and subject to, the terms and conditions of this Agreement. Any conflicting terms in the Client’s purchase order shall be deemed null, void, and without effect.


**26. NON-EXCLUSIVITY.** This Agreement is non-exclusive, and both Parties remain free to enter into similar agreements with third parties. During the term of this Agreement, MGT may perform Services for any other clients, persons, or companies as MGT sees fit, so long as the performance of such Services does not interfere with MGT’s performance of obligations under this Agreement, and do not create a conflict of interest.

**27. THIRD PARTY BENEFICIARIES.** Except as specifically set forth herein, nothing in this Agreement is intended or shall be construed to confer upon any person or entity, other than the parties hereto and their successors or assigns, any rights or remedies under or by reason of this Agreement.

**IN WITNESS WHEREOF,** the Parties hereto have executed this Master Services Agreement.

**MGTIMPACTSOLUTIONS,LLC**

**VILLAGE OF DEERFIELD**

  
Name: A. Trey Traviesa  
Title: CEO  
Date: 12/30/2025

\_\_\_\_\_  
Name: Kent Street  
Title: Village Manager  
Date: \_\_\_\_\_



**EXHIBIT A  
STATEMENT OF WORK**

As of December 19, 2025 (“Effective Date”), **MG7T Impact Solutions, LLC (“MGT”)** and **Village of Deerfield, Illinois (“Client”)** execute this Statement of Work (“SOW”) pursuant to the Master Services Agreement between the Parties dated December 19, 2025 (“Agreement”).

**1. PROJECT**

Executive Recruitment and Selection Solutions for the Position of Human Resources Coordinator/Risk Manager.

**2. SCOPE**

MGT will provide the Compensation Study in accordance with MGT’s proposal dated December 15, 2025. All terms of the Proposal are incorporated herein by reference and supersede in the event of a conflict.

**3. PERIOD OF PERFORMANCE/PROJECT TIMELINE**

The term of this Statement of Work begins on the Effective Date and terminates upon project completion (approximately fourteen (14) weeks).

**4. COMPENSATION AND REIMBURSABLE EXPENSES**

- A. The flat fee for the Services described above is \$22,000.
- B. Expenses. Recruitment expenses not to exceed \$2,000. Advertising expenses \$2,000. Advertising costs over \$2,000 will be placed only with Client approval.

If MGT is required to travel for provision of Services, MGT must obtain prior written authorization from Client for reimbursement of actual expenses.

**5. INVOICING AND PAYMENT**


- 1<sup>st</sup> Invoice: 40% of the fee upon contract award.
- 2<sup>nd</sup> Invoice: 40% of the fee and expenses incurred to date upon presentation of the candidates.
- 3<sup>rd</sup> Invoice: 20% of the fee and plus all remaining expenses upon completion of recruitment.

Payments are due within thirty (30) days of receipt of invoice.

**Client Billing Contact:** Erik Burk, Finance Director  
Eburk@deerfield.il.us

**MGT IMPACT SOLUTIONS, LLC**

**VILLAGE OF DEERFIELD, ILLINOIS**

  
 Name: A. Trey Traviesa  
 Title: CEO  
 Date: 12/30/2025

\_\_\_\_\_  
 Name: Kent Street  
 Title: Village Manager  
 Date: \_\_\_\_\_



**Proposal**

DEC 15, 2025

## **Human Resources/Risk Manager**

**Village of Deerfield, Illinois**

**Submitted by:**

MICHELE MORAWSKI  
CLIENT SERVICES MANAGER

790 FRONTAGE ROAD  
SUITE 213  
NORTHFIELD, IL 60093

224.415.3791  
MMORAWSKI@MGT.US



# Cover Letter

Dec 15, 2025

Kent Street, Village Manager  
Eric Burk, Finance Director  
Village of Deerfield  
850 Waukegan Road  
Deerfield, IL 60015



Dear Mr. Street and Mr. Burk:

As the nation's leading provider of executive recruitment and selection solutions, MGT Impact Solutions, LLC (MGT) is uniquely well qualified to partner with the Village of Deerfield ("Village") to exceed all your expectations on this Human Resources/Risk Manager recruitment.

## HOW CAN WE SUPPORT YOU?

We understand you are seeking Human Resources Coordinator/Risk Manager recruitment services. Following are the keys to our successful methodology:

- **Industry Leadership:** With 1,500 completed executive recruitment engagements in 45 states and a diverse range of communities, we're a proven leader in local government recruitment. Over 40% of our clients are repeat customers, and 94% rate our performance as **Outstanding**.
- **Subject Matter Expertise:** Our team includes former local government leaders, human resources experts, and industry veterans, ensuring that we understand the specific challenges and opportunities in government, education, and nonprofit sectors. We leverage our deep understanding of organizational culture and sector-specific needs to identify top-tier candidates who align with our clients' goals.
- **Top Talent, Guaranteed:** We use advanced recruitment strategies, including social media outreach and video interviews, to thoroughly vet candidates. Our Recruitment Brochures showcase in-depth knowledge of your community, and we conduct extensive reference checks and background searches to ensure we recommend the best fit.
- **True Partnership:** From start to finish, we collaborate closely with you. You'll have full access to candidate resumes, and we'll offer honest assessments to ensure the perfect match. Whether evaluating internal candidates or exploring non-traditional talent, we're committed to your complete satisfaction.
- **Flexible Solutions:** We offer customizable recruitment services to suit any budget, from Full Executive Searches to Limited Scope and Virtual Recruitments. Our proposal outlines the service scope that best meets your needs.

Our comprehensive and tailored executive recruitment services are designed to meet the unique needs of your organization. With a proven track record, a focus on quality, and a commitment to partnership, we ensure that every step of the process is handled with expertise and care. Whether you're seeking top-tier talent, exploring non-traditional candidates, or working within a specific budget, we are here to deliver the best fit for your organization. We look forward to

COVER LETTER

working with you to find the ideal candidate who will drive success and elevate your community's leadership.

**MGT CONTACT INFORMATION**

<b>MGT HEADQUARTERS</b>	<b>MGT Impact Solutions, LLC</b> 4320 West Kennedy Boulevard   Tampa, Florida 33609 FEIN: 81-0890071   www.mgt.us
<b>PROPOSAL CONTACT</b>	<b>Michele Morawski, Client Services Manager</b> 790 Frontage Road, Suite 213   Northfield, IL 60093 224.415.3791   mmorawski@mgt.us

The following proposal has been tailored to your specifications and provides a detailed plan of how we will partner with you to meet your objectives. Thank you for the opportunity to present our qualifications to the Village of Deerfield. Should you have questions on any aspect of this proposal, please contact **Michele Morawski** at **224.415.3791** or **mmorawski@mgt.us**.

Regards,



Patrick J. Dyer, Vice President  
*Authorized to bind the firm*



# Firm Profile

## Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through **assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change**. Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **1,200 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world’s most-pressing problems, and so do we. Their “why” is our why.

**What sets us apart** is our ability to customize and offer individualized support but also the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the “immediate” needs while changing systems to plan for future resilience and success.

### Our Commitment

MGT embraces the most complex challenges on the leadership agenda, with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**

**MGT | FIRST LOOK**

**Name:** MGT Impact Solutions, LLC (MGT)

**Locations:** Headquarters in Tampa, FL; branch offices nationwide.

**Cooperative Contracts:**  
 ASC 20-7359, 24-7484  
 OMNIA LS4612  
 TIPS 220601, 220802, 230105  
 TXShare 2024-019

**Structure:** Privately held, employee-owned, client-driven Limited Liability Company.

**Lines of Business:** Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.



-  **50** years
-  **1,200** consultants
-  **30,000** projects

## DEFINED BY IMPACT

Making a profound impact on society is at the heart of who we are and what we do. Village of Deerfield should be proud to make a difference in the lives of the citizens in your community, and we are proud to work with you toward this goal. Our team empowers organizations through innovations in people, processes, and technology to lift and strengthen your solutions.



## MGT's Expertise

Our firm includes more than **1,200 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



### Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.



### IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.



### Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.



### Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.

## Human Capital Expertise

We support clients in addressing their most mission-critical human capital needs, with specialized expertise in executive recruitment, staffing solutions, and human resources consulting. With over 1,250 clients, 3,100 completed projects, and a 93% client satisfaction rate, MGT delivers tailored solutions to help organizations attract top talent, meet urgent short- or long-term staffing demands, support critical IT project staffing needs, and strengthen their workforce strategies.

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### Contact:

**Senior Vice President Joellen Cademartori**, MGT's head of Human Capital, at [jcademartori@mgt.us](mailto:jcademartori@mgt.us) to schedule a complimentary consultation.

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## Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our clients' partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities, for good through client partnership.

We deliver these solutions through our "three-point stance" of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the "best of the best" to join us in our work supporting clients' top priorities.

## Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

<p><b>PEOPLE</b></p>  <p>We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.</p>	<p><b>PURPOSE</b></p>  <p>We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.</p>	<p><b>PERFORMANCE</b></p>  <p>We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.</p>
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# MGT's Differentiator: Full Suite of Services

<h2>Cyber &amp; Network Solutions</h2> <p>Our Cyber Security and Network Security Solutions team offers a deep technical engineering bench of seasoned, certified experts, working in the “security trenches” in complex IT environments. For the Managed Detection and Response (MDR) solution, our Security Operations Center (SOC) doesn’t sleep so our clients can. Our flagship, best-in-class managed firewall services are unparalleled. We detect, respond, and recover from cyber incidents proactively and harden our clients’ security posture.</p> <ul style="list-style-type: none"> <li><b>100</b> in-house certified engineers</li> <li><b>24x7</b> NOC and SOC</li> </ul>	<h2>Human Capital Solutions</h2> <p>Our experts are former local government and school leaders who understand the challenges facing today’s public sector organizations. We offer consulting, recruiting, and staffing solutions that include a full suite of human resources and management studies; executive recruitment services; and interim, managed, and outsourced staffing options. Our experts can assess your organizational culture, permanent and temporary staffing needs, and evaluate your systems and structures, all to maximize efficiency and effectiveness.</p> <ul style="list-style-type: none"> <li><b>1,725+</b> interim employees placed</li> <li><b>1,500+</b> executive recruitments</li> <li><b>500+</b> consulting studies</li> <li><b>In 48 states!</b></li> </ul>
<h2>Education Solutions</h2> <p>We create recommendations for our educational clients that are reliable, actionable, and based on proven research and a thorough understanding of each district or system’s program needs and long-term goals. Our team is led by former state education commissioners, district superintendents, school board members, principals, and teachers. Our partnerships have allowed clients to reinvest hundreds of millions of dollars back into the classroom.</p> <ul style="list-style-type: none"> <li><b>50</b> million students served</li> <li><b>38</b> state DOEs as clients</li> </ul>	<h2>Financial Solutions</h2> <p>Public agencies face increasing pressure to improve effectiveness and efficiency, while operating in a transparent and sustainable manner. We partner with government organizations, school districts, higher education institutions, and not-for-profits to help them achieve long-term success.</p> <ul style="list-style-type: none"> <li><b>50+</b> years of trusted relationships</li> <li>Proprietary software</li> </ul>
<h2>Economic Mobility Solutions</h2> <p>We help public sector clients address issues and challenges related to policies and practices which adversely impact economic mobility. We are one of the largest providers of disparity studies and other solutions designed to increase equitable and inclusive organizational outcomes.</p> <ul style="list-style-type: none"> <li><b>225</b> disparity studies</li> <li>Assessments, training, &amp; audits</li> </ul>	<h2>Public Affairs Solutions</h2> <p>Our team of former nationwide leaders in policy development and education leadership partner with our clients to provide business advisory and public opinion architecture solutions which lift up and evolve education ecosystems and impacts public policy programs.</p> <ul style="list-style-type: none"> <li>Global clientele</li> <li>Staff are former policy makers</li> </ul>



# Scope of Work

## Project Approach & Methodology

A typical recruitment and selection process requires a significant investment of time and effort. A substantial portion of this involves administrative tasks such as advertisement placement, reference checks, and candidate due diligence.

We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search.

Our clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.



### Success Stories

**“The coordination by the consultant helped to alleviate the workload of internal staff. Consultant was willing to customize the process based on the City’s needs.”**

## PHASE 1 – POSITION ASSESSMENT, ANNOUNCEMENT, & BROCHURE

MGT treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to successful recruitment. We gain this insight and information through meetings (one on one and in small groups), surveys, and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

### INFORMATION GATHERING

- One-on-one or group interviews with stakeholders identified by the Village.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the items listed above can be used to fully understand community and organizational needs and expectations for the position.

Development of a **POSITION ANNOUNCEMENT** to be placed on websites and social media.

Development of a thorough **RECRUITMENT BROCHURE** for Village review and approval.

Agreement on a detailed **RECRUITMENT TIMETABLE** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to the appointment of the finalist candidate.

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## PHASE 2 – ADVERTISING, CANDIDATE RECRUITMENT, & OUTREACH

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We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. Our website is well known in the local government industry – we typically have 17,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 8,000 subscribers.

Phase 2 will include the following:

- MGT consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the Client, focusing on:
  - Leadership and management skills.
  - Size of organization.
  - Experience in addressing challenges and opportunities also outlined in Phase 1.
  - The database will range from several hundred to thousands of names. An email campaign will be sent to each potential candidate.
- Placement of the Position Announcement:
  - Public sector online Career Centers.
  - **Social media:** LinkedIn (posted on MGT Executives LinkedIn news feeds to reach over 50,000 connections), Facebook, and Instagram.
  - MGT will provide the Client with a list of advertising options for approval.

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## PHASE 3 – CANDIDATE EVALUATION & SCREENING

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Phase 3 will include the following steps:

- Review and evaluation of candidates' credentials with consideration to the criteria outlined in the Recruitment Brochure.
- Candidates will be narrowed down to those that meet the qualification criteria.
- Candidate evaluation process:
  - Completion of a questionnaire explaining prior work experience.
  - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each candidate selected for further consideration.
  - References provided by the candidate are contacted.
  - Internet/Social Media search conducted on each candidate selected for further consideration.

All résumés will be acknowledged and inquiries from candidates will be personally handled by MGT, ensuring the Client's process is professional and well regarded by all who participate.

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## PHASE 4 – PRESENTATION OF RECOMMENDED CANDIDATES

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Phase 4 will include the following steps:

## SCOPE OF WORK

- MGT will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- MGT will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" résumé for each candidate so that credentials are presented in a uniform way.
- The Client will receive a log of all applicants and may review résumés if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

MGT will meet with the Client to review the recruitment report and provide additional information on the candidates.

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## PHASE 5 – INTERVIEWING PROCESS & BACKGROUND SCREENING

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Phase 5 will include MGT completing the following steps:

- Develop the first and second round interview questions for Client review and comment.
- Coordinate candidate travel and accommodations.
- Provide Client with an electronic file that includes:
  - Candidates' credentials.
  - Set of questions with room for interviewers to make notes.
  - Evaluation sheets to assist interviewers in assessing the candidate's skills and abilities.

Background screening will be conducted along with additional references contacted:

### MGT BACKGROUND SCREENING

- |  |   |
|--|---|
| ✓ Social Security Trace & Verification   | ✓ County/Statewide Criminal Search  |
| ✓ US Federal Criminal Search   | ✓ Civil Search  |
| ✓ Verified Enhanced National Criminal Search   | ✓ Bankruptcy, Leans, and Judgements   |
| – National Sex Offender Registry   | ✓ Motor Vehicle Record  |
| – Most Wanted Lists: Federal Bureau of Investigation (FBI), Drug Enforcement Agency (DEA), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Interpol | ✓ Education Verification – All Degrees Earned   |
| – Office of Foreign Assets Control (OFAC) Terrorist Database Search  | <b>Optional:</b> Credit Report – Transunion with score (based on position and state laws) |
| – Office of the Inspector General (OIG), General Services Administration (GSA), System for Award Management (SAM), Food and Drug Administration (FDA)          | <b>Optional:</b>  |
| – All felonies and misdemeanors reported to the National Database  | – Professional License Verification   |
|  | – Drug Screen   |
|  | – Employment Verification   |

MGT will work with you to develop an interview schedule for the candidates and coordinate travel and accommodation. MGT consultants will be present for all the interviews, serving as a resource and facilitator.

## SCOPE OF WORK

MGT will coordinate a 2-Step Interview process. The first-round interviews will include four to five candidates. The second-round interviews will include two or three candidates. MGT will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of Client facilities.
- Interviews with senior staff.

## PHASE 6 – APPOINTMENT OF CANDIDATE

- MGT will assist you as much as requested with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- MGT will notify all applicants of the final appointment, providing professional background information on the successful candidate.

## Project Timeline

Based on our experience in conducting similar projects, we anticipate the proposed project can be completed within 14 weeks of project initiation as illustrated in **Exhibit 1**.

*Exhibit 1. Proposed Schedule*

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Interviews & Brochure Development														
Phase 2: Advertising, Candidate Recruitment, & Outreach														
Phase 3: Candidate Evaluation & Background Screening														
Phase 4: Presentation of Recommended Candidates														
Phase 5: Interview Process & Additional Background Screening														
Phase 6: Appointment of Candidate														

## Full Scope Recruitment Price

Summary of Costs	Price
<b>Recruitment Fee</b>	\$22,000
<b>Recruitment Expenses (not to exceed)</b> Expenses include candidate due diligence efforts on presented candidates and background screenings for up to four finalists.	\$2,000
<b>Advertising</b> <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, client is only billed for actual cost.</i>	\$2,000*
<b>TOTAL:</b>	<b>\$26,000**</b>

*\*\*Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the Village for reimbursement.*

Possible in-person meetings could include:

- Recruitment brochure interview process
- Presentation of recommended candidates
- Interview Process

Any additional consultant visits requested by the Village (beyond the three visits listed above) will be billed at \$225/hour. The additional visits may also result in an increase in the travel expenses billed.

\*This fee does not include travel and accommodation for candidates interviewed.

### RECOMMENDED OPTIONAL SERVICE:

Our Classification and Compensation team can conduct a review and analysis of the job description, qualifications, and classification, and provide comparable insights using reliable compensation and job data sources. This analysis helps ensure the position’s skill requirements and salary range are aligned with the broader market. **Cost: \$900**

### Payment for Fees & Services

- **1<sup>st</sup> Invoice:** Contract Award (40% of the Recruitment Fee).
- **2<sup>nd</sup> Invoice:** Presentation of Candidates (40% of the Recruitment Fee & expenses incurred to date).
- **Final Invoice:** Completion of Recruitment (20% of the Recruitment Fee plus all remaining expenses).

Proposal pricing is valid for 90 days. Payment of invoices is due within 30 days of receipt.

## **Our Guarantee – Full Scope Recruitment**

MGT is committed to assisting our clients in the selection and appointment of a suitable candidate. In today's competitive hiring market, it is critical to move expeditiously to interview candidates and make key hiring decisions; failure to do so may result in the loss of desirable candidates. If the client has not responded to multiple requests for decisions and/or guidance within six weeks of candidates being presented for interview or following finalist interviews, MGT may choose to cancel the contract and bill the client for work completed to date.

It is MGT's goal to provide the client with well-qualified candidates for their hiring needs. If the client rejects the list of qualified candidates and/or fails to negotiate in good faith and comes to terms with hiring a candidate and instead chooses to readvertise the opportunity, MGT reserves the right to charge additional consulting fees commensurate with the additional work requested. If the Client hires more than one candidate introduced by MGT as a result of this recruitment process during the subsequent twelve-month period, an additional placement fee equivalent to 50% of the recruitment fee will apply for each additional hire.

Upon appointment of a candidate, MGT provides the following guarantee: should the selected and appointed candidate, at the request of the Village or the employee's own determination, leave the employ of the Village within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements. Reimbursable expenses may be incurred should the recruitment process require the consultant to travel to the Village. To engage in this guarantee, the request must be made within thirty days of the employee's departure.

### **HIRING OF ADDITIONAL CANDIDATES**

If the Village hires more than one candidate introduced by MGT as a result of this recruitment process during the subsequent twelve-month period, an additional placement fee equivalent to 50% of the recruitment fee will apply for each additional hire. The guarantee stated above will only apply to the initial candidate hired by the Village.



## Maureen Barry Senior Consultant



Maureen Barry, Senior Consultant at MGT, brings over 30 years of combined experience in local government from both public and private sectors. Since 2020, she has led over 60 searches for lead and specialized positions, with a focus on Finance and Community/Economic Development across the U.S. Midwest, East, and West. Previously, Maureen spent 13 years as a Municipal/Financial Advisor and 15 years directly in municipalities, managing HR functions and providing public finance and economic development solutions. She excels in understanding diverse community cultures, emphasizing comprehensive planning and consensus-building. Maureen is known for her client-centric approach, clear communication, and commitment to quality outcomes.

### Areas of Expertise

- Management Resources Consulting for Public Organizations
- Recruitment and Selection for Lead and Specialized Positions
- Human Resources Management in Municipalities

### Education

- M.P.A., Indiana University
- B.A., Political Science, University of Dayton
- Qualified Municipal Advisor Representative (Series 50) with the Municipal Securities Rulemaking Board (inactive)
- Certified Independent Professional Municipal Advisor by the National Association of Municipal Advisors (inactive)

### Speaking Engagements

- Speaker on various public finance and economic development topics at seminars and conferences sponsored by the following organizations from 2008-2024: Illinois City/County Management Association, Illinois Government Finance Officers Association, Illinois Municipal Treasurers Association, Illinois Tax Increment Association, and The Legacy Project, among others.

### Memberships & Affiliations

Illinois City/County Management Association (ILCMA)  
International City/County Management Association (ICMA) – Conference Scholarship 1995  
Illinois/Government Finance Officers Association (IGFOA and GFOA)  
Women in Public Finance (WPF) – Chicago Chapter Board member, 2024 President  
Lambda Alpha International (LAI), Ely Chapter, Chicago (Land Use Economics and Development)  
National Association of Municipal Advisors (NAMA)  
Illinois Tax Increment Association (ITIA)  
Council of Development Finance Agencies (CDFA)  
Illinois Municipal Treasurers Association (IMTA)  
The Legacy Project (Advancing Women in Local Government)  
Rotary Club of Wilmette Harbor – Past President, Past Foundation Board & Committee Chair, Board Member  
Rotary District 6440 – Past District Treasurer, Finance Committee/Chair, Grants Committee

### Professional Experience

Stern Brothers & Co., Director/Municipal Advisor, 2019-2020  
Ehlers & Associates, Inc., Senior Municipal Advisor/Vice President, 2008-2019  
Village of Wilmette, IL, Assistant Village Manager, 2004-2008  
City of Evanston, IL, Assistant to the City Manager, 2000-2004  
City of Glendale, AZ, Management Assistant/Intern, 1995-2000  
Montgomery County Parks & Grounds, Intern, 1992



## Charlene Stevens

### Vice President



Charlene Stevens brings over 20 years of municipal management expertise to her role as Vice President at MGT. With a distinguished career that spans rural, suburban, and urban settings across Minnesota, Kansas, and Pennsylvania, Charlene has led more than 80 executive recruitments nationwide. Her experience includes significant roles in civic engagement, community visioning, workforce development, and downtown revitalization. Charlene is known for her professionalism and commitment to public service. She has held numerous leadership positions throughout her career and across the country. A dedicated mentor and advocate for inclusive environments, she excels in stakeholder engagement and has successfully managed projects involving park expansions, greenspace preservation, and workforce training initiatives.

Charlene leads MGT's Recruitment Services and directly conducts recruitments and general consulting services. She is a frequent speaker at state and national conferences.

#### Areas of Expertise

- Executive Recruitment
- Strategic Planning
- Civic Engagement
- Community Visioning
- Community Engagement
- Staff Mentoring Programs
- Stakeholder Engagement
- Park Expansions and Greenspace Preservation
- Workforce Training Initiatives
- Municipal Management

#### Education

- Master of Public Administration, University of Kansas
- Bachelor of Arts, International Relations, Pomona College

#### Training & Instruction

- Instructor, International City and County Management Association (ICMA), Emerging Leaders Development Program and Mid-Career Institute
- Presenter and Speaker for ICMA, MCMA, and State Association and Affiliate Groups

#### Memberships & Affiliations

International City/County Manager Association (ICMA), Current Member, Past Regional Vice President, Past Committee and Task Force Chair

Minnesota City/County Managers Association (MCMA), Current Member

League of Minnesota Cities, Past Board Member

Coalition of Greater Minnesota Cities, Past Board Member

Women in Public Service Wichita/Sedgwick County, Kansas, Founding Member

#### Professional Experience

Cottage Grove, MN, City Administrator, 2015-2018

Willmar, MN, City Administrator, 2011-2015

Sedgwick County, KS, Assistant County Manager, 2006-2011

Lower Gwynedd, PA, Assistant Township Manager, 1999-2006

Buckingham, PA, Assistant Township Manager, 1997-1999

City of Wichita, KS, Neighborhood Assistant, 1995-1996



### Human Resources Recruitment Client List

State	Client	Position Title	Population	Year	
Colorado	Poudre School District	Chief Human Resources Officer	Multi	2022	
Florida	Alachua County	Director of Human Resources	263,496	2025	
		Human Resources Director	263496	2017	
	Cape Coral	Human Resources Director	209,000	2023	
	Deerfield Beach	Director of Human Resources	80000	2023	
	Orlando	Compensation Manager (Professional Outreach)	307573	2023	
	Pinellas County	Chief Human Resources Officer	970600	2023	
		Director of Human Resources	970600	2020	
	Tampa Bay Water	Human Resources Director	Multi	2022	
	Georgia	Brookhaven	Director of Human Resources	58,000	2021
		Chatham County	Human Resources Director	296329	2023
Decatur		Director of Human Resources	25000	2020	
Illinois	Arlington Heights	Human Resources Director	75,500	2023	
	Barrington	Human Resources Director	10,455	2024	
	Collinsville	Human Resources Manager (Virtual)	25838	2021	
	Decatur	Human Resources Director	76178	2017	
	DeKalb Sanitary District	Assistant Director for Administration	42,579	2010	
	Des Plaines	Human Resources Director	58364	2020	
		Human Resources Director	58364	2015	
	Elmhurst	Director of Human Resources	46387	2019	
	Evanston	Chief Human Resources Officer	75000	2024	
	Glenview	Human Resources Manager (Limited)	47475	2022	
	Government Finance Officers Association	Human Resources Generalist (Virtual)	Multi	2022	
		Organizational Development/Human Resources Director	Multi	2017	
	Hanover Park	Human Resources Director	38510	2018	
		Human Resources Director	38510	2016	
	Highland Park Park District	Director of Human Resources	29,902	2023	
	La Grange	Human Resources Manager	15610	2023	
	Lake County	Director of Human Resources	703462	2024	
		Director of Human Resources	703462	2019	
	Lake Forest	Director of Human Resources	19375	2020	
	Markham	Human Resources Assistant (Virtual)	12,538	2015	
	McHenry County	Director of Human Resources	318000	2014	
	Metra	Chief Human Resources Officer	2700000	2025	
Chief Human Resources Officer		2700000	2020		
Director of Compensation, Benefits and HRIS		2700000	2022		
Naperville	Human Resources Director	148,000	2023		
North Chicago	Director of Human Resources	30020	2015		
Northbrook	Director of Human Resources	35,000	2024		
	Employee Support Coordinator	35000	2024		
	Senior Human Resources Generalist	35000	2024		
Oak Park	Human Resources Director	52000	2013		
Peoria	Human Resources Director	115,234	2023		
Plainfield	Human Resources Manager	41734	2016		
Schaumburg	Director of Human Resources	75000	2015		
Schaumburg Park District	Human Resources Director	75000	2016		
Skokie	Human Resources Director	67824	2020		
St. Charles	Human Resources Director	33264	2015		
Wheeling	Human Resources Director	38878	2024		

	Winnetka Park District	Human Resources Manager (Virtual)	12417	2022
Indiana	Lake County	Human Resources Director	496314	2021
Iowa	Ames	Human Resources Director (Virtual)	66498	2018
	Des Moines	Human Resources Director	203400	2024
Kansas	Lawrence	Human Resources Director	101211	2025
	Olathe	Human Resources Manager (Virtual)	141,000	2024
Maryland	Westminster	Director of Human Resources	18,522	2024
Massachusetts	Belmont	Human Resources Director (Professional Outreach)	27,295	2023
Michigan	Ann Arbor	Human Resources and Labor Relations Director	117700	2024
	Barry County	Payroll & Human Resources Specialist (Professional Outreach)	60540	2022
	Pontiac	Human Resources Director (Custom)	60984	2023
	Rochester Hills	Director of Human Resources	73125	2023
		Director of Human Resources	73125	2020
Minnesota	Burnsville	Director of Human Resources	60000	2020
	Edina	Human Resources Director (Limited)	53318	2025
	Minneapolis	Chief Human Resources Officer (CHRO)	424,536	2022
Missouri	Columbia	Human Resources Director	125,181	2022
	St. Louis	Director of Personnel/Chief Human Resources Officer	279,695	2025
	University City	Director of Human Resources	35172	2021
Montana	Gallatin County	Chief Human Resources Officer	118,960	2025
Nebraska	Lincoln	Director of Human Resources	290,000	2022
	Southern Nevada Health District	Chief Human Resources Officer	Multi	2024
Nevada	Los Alamos County	Human Resources Manager (Virtual)	19330	2025
New Mexico	Long Beach	Human Resources Director (Professional Outreach)	33275	2022
New York	Burlington	Director of Human Resources (Professional Outreach)	58,818	2023
North Carolina	Minot	Human Resources Director	45700	2025
North Dakota	Kettering	Human Resources Director	57,502	2010
Ohio	Ferguson Township	Human Resources Director (Professional Outreach)	18,300	2023
Pennsylvania	Beaufort County	Human Resources Director	192122	2020
South Carolina	Austin	Employee Relations Human Resources Consultant (2) (Virtual)	885000	2018
Texas		Employee Relations Manager (Virtual)	885000	2018
	Corpus Christi	Director of Human Resources	305,215	2011
	Garland	Human Resources Director	233206	2014
	McKinney	Human Resources Director	191645	2022
Virginia	Alexandria	Chief Human Resources Officer	154,706	2024
	Blacksburg	Human Resources Manager	44,000	2019
	Virginia Department of Transportation	Division Administrator for Human Resources	Multi	2021
Washington	Bellingham	Human Resources Director	94,720	2025
Wisconsin	Beloit (City)	Director of Human Resources	36966	2014
	Cottage Grove	Human Resources Manager (Virtual)	9740	2023
	Dane County	Human Services Director	585533	2025
	Dunn County	Human Resources Director	44806	2019
	Fitchburg	Human Resources Director	27254	2018
	Oak Creek	Human Resources Manager	35243	2022
		Human Resources Manager	35243	2018
	Rock County	Human Resources Director	163,687	2022
	Sheboygan County	Human Resources Director	118034	2023
	Washington County	Human Resources Director	132,000	2014
	Waukesha	Human Resources Director	71158	2018
	Wausau	Human Resources Director	39160	2022
		Human Resources Director	39160	2017
	Wauwatosa	Human Resources Director	47000	2018



**MGT**

**Let us know how we  
can assist you.**

Reach out to us today by contacting Michele Morawski,  
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